



Rita G. Jonse, Mayor
Gene Kruppa, Place 1
Maria Amezcua, Place 2
Anne Weir, Mayor Pro Tem, Place 3
Zindia Pierson, Place 4
Deja Hill, Place 5
Todd Shaner, Place 6

CITY COUNCIL REGULAR MEETING AGENDA

Wednesday, April 18, 2018

7:00 p.m.

**Manor City Hall – Council Chambers
105 E. Eggleston Street**

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PLEDGE OF ALLEGIANCE

PROCLAMATIONS

- A. Declaring the Month of May 2018, as “National Preservation Month”; and
- B. Declaring the Week of May 6-12, 2018, as “National Travel & Tourism Week”

Sammie Hatfield,
Community
Development
Manager

PUBLIC COMMENTS

Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person. Comments on specific agenda items must be made when the item comes before the Council. To address the City Council, please complete the white card and present it to the City Secretary prior to the meeting. **No Action May be Taken by the City Council During Public Comments**

CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with 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 City Council Minutes of the April 4, 2018, Regular Meeting.

Lluvia Tijerina,
City Secretary

2. Consideration, discussion, and possible action on the acceptance of the March 2018 Departmental Reports: Thomas Bolt,
City Manager
- Police – Ryan Phipps, Chief of Police
 - Development Services – Scott Dunlop, Planning Coordinator
 - Community Development – Sammie Hatfield, Community Development Manager
 - Municipal Court – Sarah Friberg, Court Clerk
 - Public Works – Mike Tuley, Director of Public Works
 - Finance – Lydia Collins, Director of Finance

PUBLIC HEARING

3. Conduct a public hearing regarding the creation of a Public Improvement District – EntradaGlen. Thomas Bolt,
City Manager

EXECUTIVE SESSION

The City Council will now Convene into executive session pursuant to Section 551.071 and Section 551.087, Texas Government Code, to deliberate an offer of financial or economic development incentive.

OPEN SESSION

The City Council will now Reconvene into Open Session to take action as determined appropriate in the City Council's discretion regarding an offer of financial or other economic development incentive.

REGULAR AGENDA

4. A) Consideration, discussion, and possible action on a Resolution creating a Public Improvement District – EntradaGlen. Thomas Bolt,
City Manager
- B) Consideration, discussion, and possible action on an Agreement Regarding the Dissolution of the EntradaGlen Public Improvement District.
5. Consideration, discussion, and possible action on matters related to the Home Rule Charter and proposed amendments. Thomas Bolt,
City Manager
6. Consideration, discussion, and possible action to approve a disbursement of Hotel Occupancy Tax Funds to the Manor Chamber of Commerce for the Manor Heritage Festival. Thomas Bolt,
City Manager
7. Consideration, discussion, and possible action on the application of Oncor Electric Delivery Company LLC for approval of a distribution cost recovery factor pursuant to Public Utility Regulatory Act (PURA) §36.210 and 16 Texas Administrative Code § 25.243. Thomas Bolt,
City Manager
8. Consideration, discussion, and possible action on Change Orders No. 1 and No. 2 for the 2017 Wastewater Collection System Improvements Project. Frank Phelan, P.E.,
City Engineer

- | | |
|--|--|
| 9. Consideration, discussion and possible action on the first reading of an ordinance rezoning Abstract 315, Survey 63 Gates G, 20 acres more or less, locally known as 11811 Arnhamn Lane from Interim Agricultural (A) to Single Family (R-2). | Scott Dunlop,
Planning
Coordinator |
| 10. Consideration, discussion and possible action on the first reading of a Conditional Use Permit for Lot 31, Block E, Stonewater Phase 1, locally known as 12310 Waterford Run Way to allow for a Small Childcare Center. | Scott Dunlop,
Planning
Coordinator |

ADJOURNMENT

In addition to any executive session already listed above, the City Council 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 Section §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) and §551.087 (Deliberations regarding Economic Development Negotiations).

POSTING CERTIFICATION

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, April 13, 2018, by 5:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Lluvia Tijerina
City Secretary for the City of Manor, Texas

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 accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail ltijerina@cityofmanor.org

PROCLAMATION

Whereas, historic preservation is an effective tool for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and

Whereas, historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

Whereas, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as people; and

Whereas, “*This Place Matters*” is the theme for National Preservation Month 2018 sponsored by the *National Trust for Historic Preservation*.

Now, Therefore, I, Rita G. Jonse, Mayor of the City of Manor, and on behalf of the Manor City Council, do hereby proclaim the month of May 2018 as:

“National Preservation Month”

and call upon the people of Manor to join their fellow citizens across the United States in recognizing and participating in the special observation.

Proclaimed this the 18th day of April 2018

Rita G. Jonse, Mayor
City of Manor

PROCLAMATION

Whereas, travel has a positive effect on TEXAS and the nation's economic prosperity and image abroad, it also impacts business productivity and to individual travelers' well-being; and

Whereas, travel to and within the United States provides significant economic benefits for the nation, generating more than \$2.3 trillion in economic output in 2016, with nearly \$1 trillion spent directly by travelers; and

Whereas, travel is among the largest private-sector employers in the United States, supporting 15.3 million jobs in 2016, including 8.6 million directly in the travel industry and 6.7 million in other industries; and

Whereas, travelers' spending directly generated tax revenues of \$158 billion for federal, state and local governments, funds used to support essential services and programs; and

Whereas, international travel to the United States is the nation's No. 1 services export. In 2016, travel generated \$245 billion in exports, creating a \$84 billion trade surplus for the United States; and

Whereas, meetings, events and incentive travel are core business functions that help companies strengthen business performance, educate employees and customers and reward business accomplishments - which in turn boosts the U.S. economy. In 2016, domestic and international business travelers spent \$307.2 billion; and

Whereas, leisure travel, which accounts for more than three-quarters of all trips taken in the United States, spurs countless benefits to travelers' health and wellness, creativity, cultural awareness, education, happiness, productivity and relationships; and

Whereas, travel is a pillar of economic growth, creating jobs at a faster rate than other sectors.

Now, Therefore, I, Rita G. Jonse, Mayor of the City of Manor, and on behalf of the Manor City Council, do hereby proclaim the week of May 6-12, 2018, as:

“National Travel and Tourism Week”

in Manor, Texas and urge the citizens of Manor, Texas to join me in this special observance with appropriate events and commemorations.

Proclaimed this the 18th day of April 2018

Rita G. Jonse, Mayor
City of Manor



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 18, 2018

PREPARED BY: Lluvia Tijerina, City Secretary

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the City Council Minutes of the April 4, 2018, Regular Meeting.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

April 4, 2018, City Council Regular Meeting Minutes

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the City Council Minutes for the April 4, 2018, Regular Meeting.

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



**CITY COUNCIL
REGULAR SESSION MINUTES
APRIL 4, 2018**

PRESENT:

Rita G. Jonse, Mayor

COUNCIL MEMBERS:

Gene Kruppa, Place 1
Maria Amezcua, Place 2
Anne R. Weir, Mayor Pro Tem, Place 3
Zindia Pierson, Place 4 (Absent)
Deja Hill, Place 5
Todd Shaner, Place 6

CITY STAFF:

Thomas Bolt, City Manager
Scott Dunlop, Planning Coordinator
Heath Ferguson, IT Manager
Sammie Hatfield, Community Development Manager

REGULAR SESSION – 7:00 P.M.

With a quorum of the Council Members present, the regular session of the Manor City Council was called to order by Mayor Rita G. Jonse at 7:00 p.m. on Wednesday, April 4, 2018, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

At the request of Mayor Jonse, Sammie Hatfield, Community Development Manager, led the Pledge of Allegiance.

PRESENTATION

- 1. Presentation of the Texas Main Street Program/Historic Preservation by Amy Miller, Community Development Director, City of Elgin.**

At the request of City Manager Bolt, Amy Miller, Community Development Director, City of Elgin, discussed her education and background experience in Economic Development and Community Development for the City of Elgin.

Ms. Miller presented the attached PowerPoint Presentation regarding the Texas Main Street Program. She discussed the process for the program that involves the following:

- Design
- Business Retention & Recruitment
- Organization
- Promotion Tourism

The discussion was held regarding the Economic Development Corporation Grants.

2. Presentation of the EntradaGlen PID Creation by Pete Dwyer, Dwyer Realty.

Pete Dwyer, 9900 Highway 290 East, Manor, Texas, presented the attached PowerPoint Presentation regarding the Entrada Glen PID.

Mr. Dwyer discussed the following:

- Concept Plans for Las Entradas and ShadowGlen
- History of ShadowGlen Development and Cottonwood South Commercial
- History of Las Entradas
- 2005 Letter of Intent with the City of Manor regarding Western Woods; Central Lakes; ShadowView Lakeside; and Eastern Woods
- The Gate Ways
- Presidential Glen MUD
- Businesses in Manor
- Town Center Roadway Network

The discussion was held regarding the structure of subdivision entrances.

Council Member Kruppa inquired about any Financial Institutions interested in the plan. The discussion was held regarding future Financial Institutions within the City.

Rick Rosenberg, 8140 N. Mopac Expressway, Austin, Texas, submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by the City Council.

Danny Burnett, 9900 Highway 290 East, Manor, Texas, submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by the City Council.

Sharon Smith, 100 Congress Avenue, Suite 1300, Austin, Texas, submitted a card in support of this item; however, she did not wish to speak but was available to address any questions posed by the City Council.

PUBLIC COMMENTS

No one appeared to speak at this time.

Council Member Hill recused herself from the Consent Agenda. The appropriate Conflict of Interest Affidavit had been filled out and filed with the City Secretary.

CONSENT AGENDA

- 3. Consideration, discussion, and possible action to approve the City Council Minutes of the March 21, 2018, Regular Meeting.**
- 4. Consideration, discussion, and possible action on the second and final reading of an ordinance rezoning Lots 1-10 Block 8 Lane AE Addition, 1.25 acres more or less, locally known as 709 North Lexington, from Single Family Residential (R-1) district zoning to Neighborhood Business (NB) district zoning. Owner: Rebecca Davies. Applicant: Rebecca Davies.**

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Amezcua, the Council voted five (5) For and none (0) Against to approve and adopt all items on the consent agenda. The motion carried unanimously.

Mayor Jonse adjourned the regular session of the Manor City Council into Executive Session at 8:01 p.m. Wednesday, April 4, 2018, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The City Council convene into Executive Session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in *Section 551.074 Personnel Matters*, at 8:01 p.m., on Wednesday, April 4, 2018, City Council Conference Room of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

The Executive Session was adjourned at 8:13 p.m. on Wednesday, April 4, 2018.

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code at 8:13 p.m. on Wednesday, April 4, 2018, in the Council Chambers of the Manor City Hall.

Mayor Jonse opened the floor for action to be taken on the items discussed in the Executive Session.

No action was taken.

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 8:14 p.m. on Wednesday, April 4, 2018.

These minutes approved by the Manor City Council on the 18th day of April 2018.

APPROVED:

Rita G. Jonse
Mayor

ATTEST:

Lluvia Tijerina
City Secretary

Draft Minutes



Sept.
1916

Smitty
Studio
ELGIN TEX.

Elgin, Texas

Texas Main Street City

Historic District Listed on the National Register of
Historic Places

National Accreditation Main Street Community

Sausage Capitol of Texas

Brick Capitol of the Southwest



ELGIN
CITY
HALL
310



Texas Main Street City

Texas Historic Commission

Preservation Based Economic Development

Volunteer Driven

Technical Support from THC

Financial Commitment from City and Community







Four Point Approach

Design

Business Retention & Recruitment

Promotion Tourism

Organization

Business Recruitment & Retention

Zoning Overlay

Façade Assistance program

Mega Grant program

State Franchise Tax Credit

National Historic Preservation Tax Credit

Roll-off Reimbursement

Paint Assistance

Property Lease for Sale List

DOWNTOWN HISTORIC DISTRICT MAP ELGIN, TEXAS















Design

Technical Assistance to Property & Business Owners

- Color selection, sign options, facades, sidewalk dining, sidewalk displays, window displays

Sidewalks

Park Planning & Development

Public Art

Benches, Trash Cans, Planters, Bike Racks

Banners









Organization

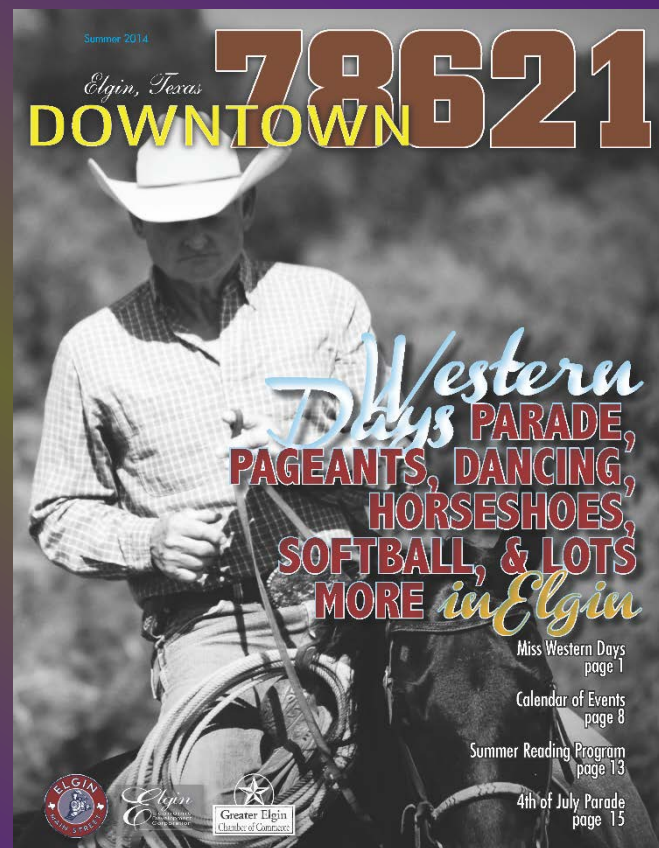
Downtown 78621

Volunteer Recruitment

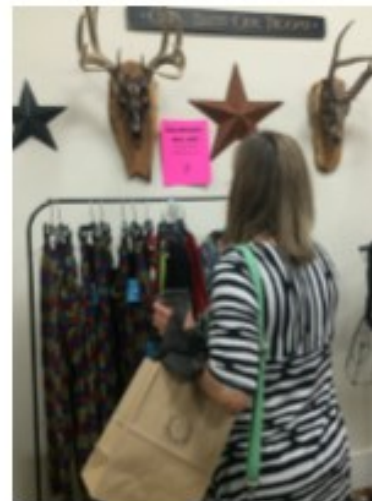
Volunteer Retention

Work Plan Development & Implementation

Marketing



shop
Elgin **First**



dine
Elgin **First**

Promotion Tourism

Sip Shop & Stroll

Music Series in Veterans Park

Local Lore

Elgin Art Studio Tour

Hogeye Festival

Small Business Saturday

Holiday By the Tracks Hot Cocoa Stroll

Events every Saturday through Christmas

EVERY
2nd
Thursday

Sip, Shop & Stroll

.....
DOWNTOWN
Elgin
.....

5 PM
to
8 PM

May 12

June 9

July 14

Aug 11

Year Round!

sip a little wine

SHOP & STROLL

*in store specials
& live music*

Farmers Market

Art Venues

Festivals

*Music & Movies
in the Park*

& More!



like us on facebook or visit **www.elgintx.com**



Greater Elgin
Chamber of Commerce











MOVIES IN THE PARK

Elgin Memorial Park @ 8pm

FREE ADMISSION!
CONCESSIONS AVAILABLE!

Bring the family, blankets,
and/or lawn chairs



Friday Nights

MARTIN LUTHER

KING

JR. DAY

"A Day On, Not a Day Off"



Elgin Art Studio Tour



CHALK IT UP!

Children's Sidewalk Art Contest

EASTER EGG HUNT

17TH ANNUAL HALLOWEEN

SAFE TRICK OR TREAT TRAIL

VETERANS' MEMORIAL PARK & HISTORIC DOWNTOWN



Beach Party

Saturday
July 18

Waterslide
Lemonade

10am - 2pm



Watermelon
& MORE!

Elgin
Memorial
Park

Build a
Sand Castle



4TH OF JULY

Push - Pedal - Pull

People's Patriotic Parade



POLICE • COMMUNITY PARTNERSHIPS



The Elgin Juneteenth Organization
"Put Unity Back Into Community"

Elgin — Texas Main Street City
2015 – 2017
\$3.4 million reinvestment

Since 1990
\$17.2 million in reinvestment

By private & public sectors

ELGIN
YOU NEVER
SAUSAGE
A PLACE





Downtown Elgin, Texas

New businesses downtown

Luigi's Italian Restaurant
Cannon Insurance
Colorworks Salon
Cuban Barber Shop

Expansions

Tattered Shutter
Double R Hat
LML Appliances

2015-2017 Restorations

9 buildings restored
39,000 sq.ft.
15 new businesses

Restoration in process

109 South Avenue C
111 South Avenue C
109 North Main Street

Contract Pending

19 North Main formerly The Brique
Elgin Cotton Oil Mill

Shop Local Programs

Through partnerships with Main Street Board, Elgin Chamber & Elgin EDC: Sip Shop & Stroll every 2nd Thursday, Dine Elgin First, Shop Elgin First, events throughout the year, including Shop Small Saturday, holidays & more. Downtown 78621 direct mail publication to 12,000 households.

2015 – 2017

\$3.4 million reinvestment downtown by private and public sector

Since 1990

\$17.2 million in reinvestment downtown by private & public sectors

Historic district

Listed on the National Register of Historic Places
Eligible for State franchise tax credits, National Historic Preservation tax credits, Elgin Economic Development Corporation Mega grant program and façade assistance grant program

Downtown zoning overlay

Buildings in the blue zone, can have 50% of the rear of the structure in a residential use and 50% of the front in a commercial use. The yellow zone allows up to 100% residential uses. The overlay allows uses downtown such as food processing, wineries, breweries, metal smithing etc.
<http://www.elgintx.com/214/Zoning-Overlay>

Downtown Elgin Information

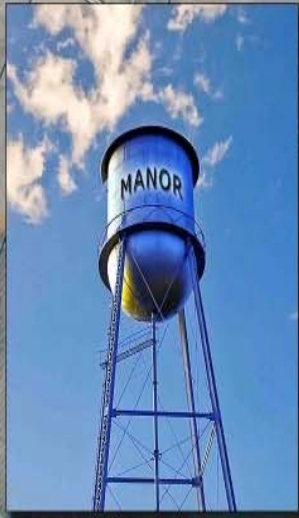
www.elgintx.com – Do Business Downtown
Amy Miller, Community Development Director, amiller@ci.elgin.tx.us
512-229-3213 (desk) 512-801-5748 (cell)

Las Entradas
ShadowGlen
EntradaGlen

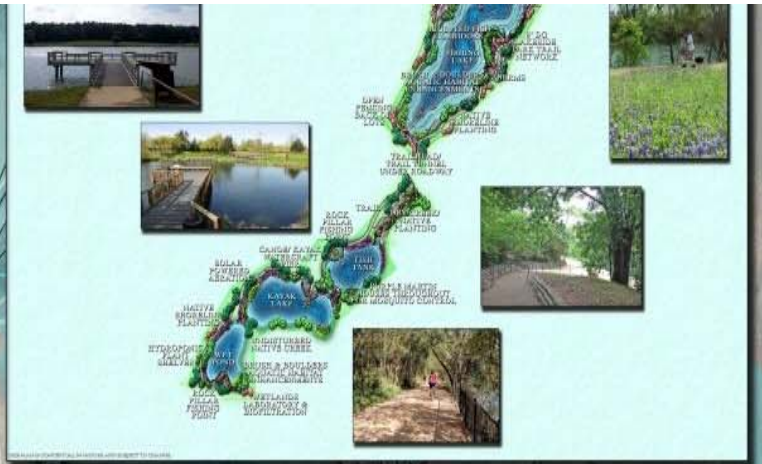
PID Overview

Las Entradas and ShadowGlen are Gateway Mixed Use Master Planned Communities located on the Western Edge of Manor, Texas.

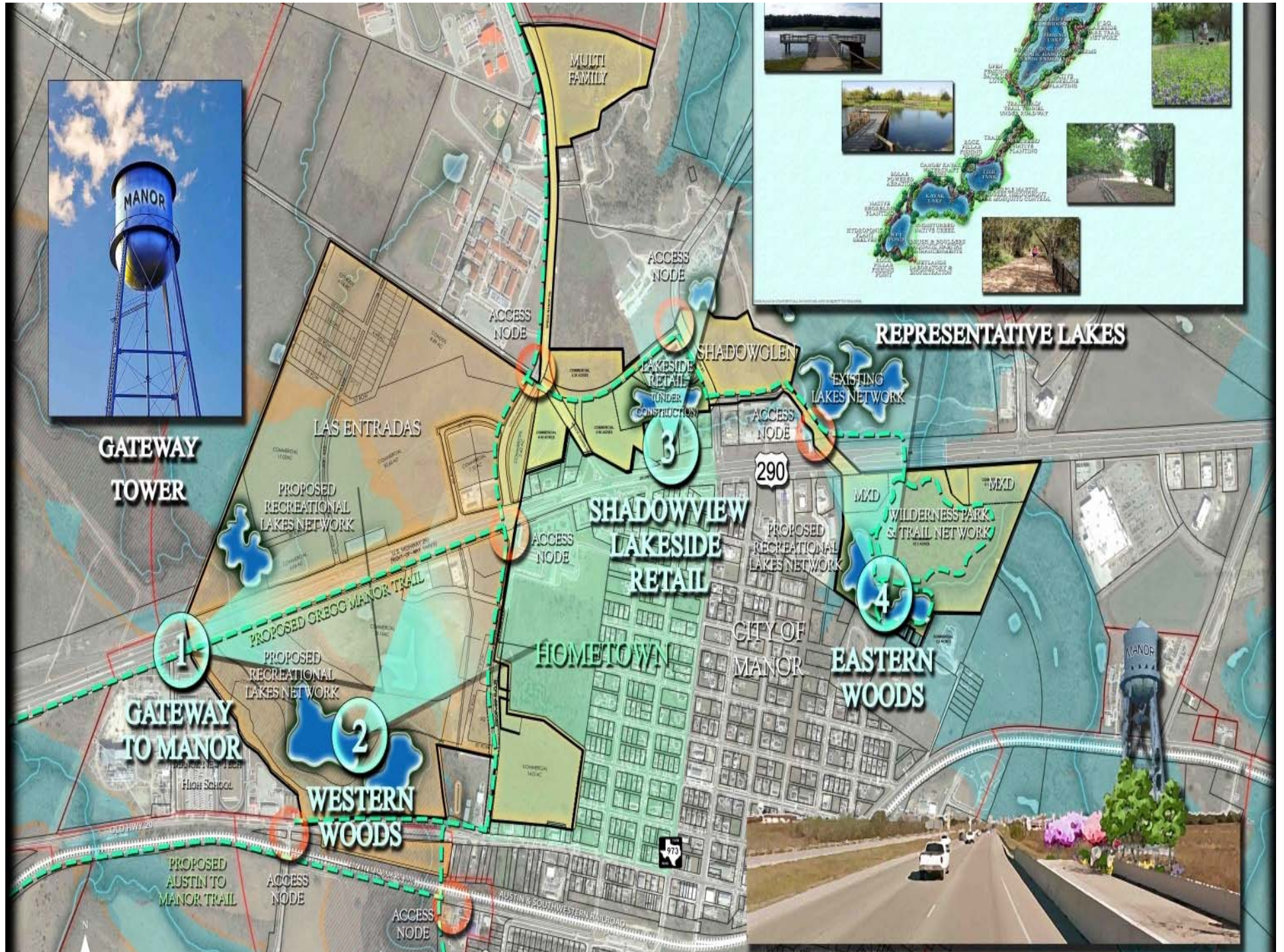
The Approved Concept Plans for both describe a upscale visions for a Live Work Play Developments that can provide a quality first impression when coming into the Community of Manor from the West.



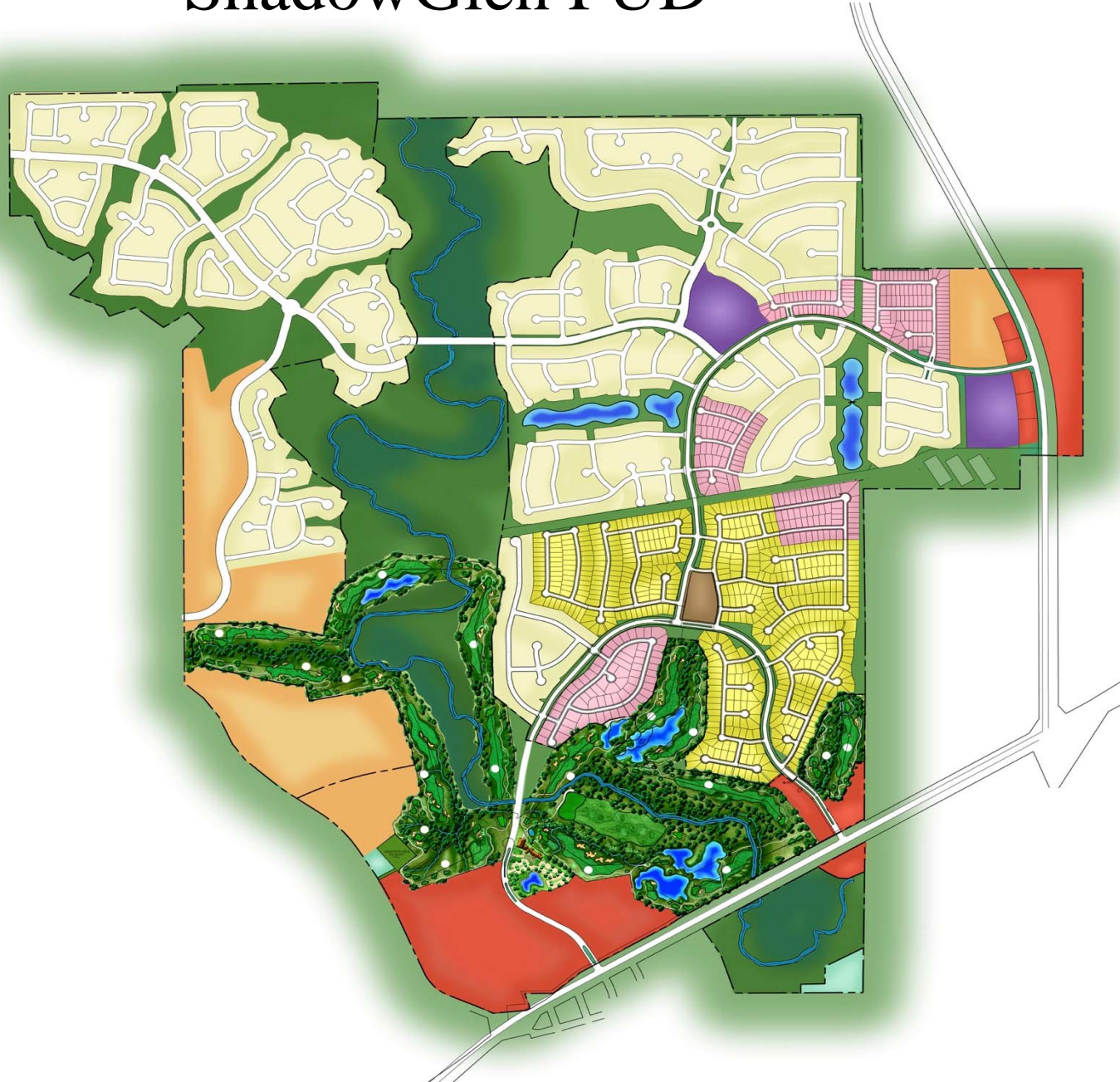
**GATEWAY
TOWER**



REPRESENTATIVE LAKES



ShadowGlen PUD



History of ShadowGlen Development and Cottonwood South Commercial

- Outside City of Manor
- 3 MUDs which combined provide \$160 Mil in Infrastructure
- Moved Travis County MUD 2 and voluntarily annexed into City of Manor (show ShadowGlen Master Plan)
- Secured Levine Development Agreement
- Sweeping S we never liked killed Levine
- Market Crashed

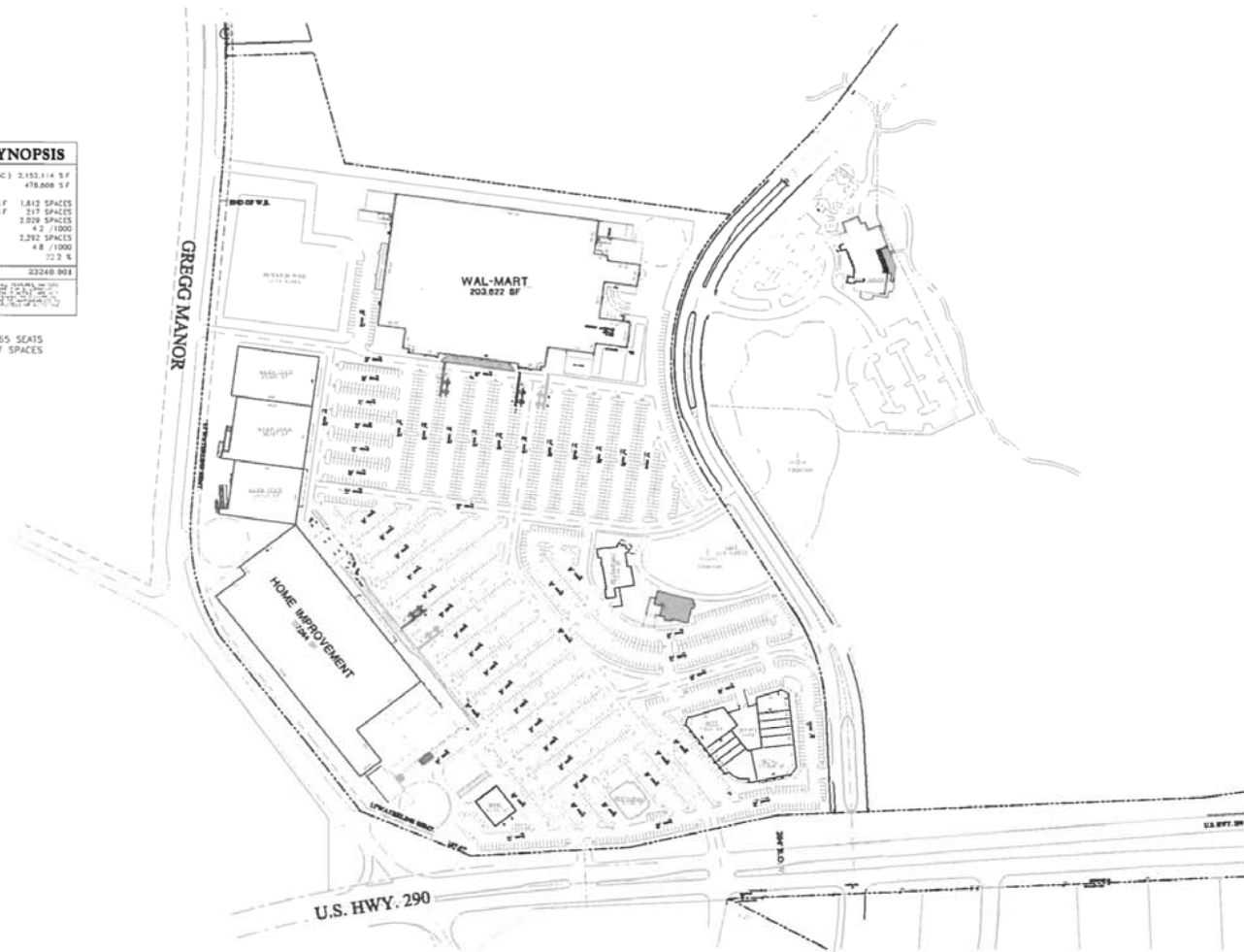
DEVELOPMENT SYNOPSIS

TOTAL LAND AREA	(8.49 ± AC)	2,153,114 SF
TOTAL BUILDING AREA		478,808 SF
PARKING REQUIRED		
RETAIL/BANK	452,865 SF	1,612 SPACES
RESTAURANTS	23,943 SF	217 SPACES
TOTAL PARKING REQUIRED		2,029 SPACES
PARKING RATIO REQUIRED		4.2 /1000
TOTAL PARKING PROVIDED		2,292 SPACES
PARKING RATIO PROVIDED		4.8 /1000
DENSITY		22.3 K

SP-02 10-7-02 22240 901

ASSUMPTION

30SF/FIXED SEAT, 25,943/30 = 865 SEATS
865 SF/4 = 217 SPACES



SITE PLAN

MANOR TOWN CENTER
PRELIMINARY STUDY
U.S. HWY. 290 & GREGG MANOR
CITY OF MANOR, TEXAS



DEVELOPMENT SYNOPSIS

TOTAL LAND AREA	(8.49 AC)	2,132,114 S.F.
TOTAL BUILDING AREA		478,808 S.F.
PARKING REQUIRED		
RETAIL/BANK	452,865 S.F.	1,812 SPACES
RESTAURANTS	23,943 S.F.	217 SPACES
TOTAL PARKING REQUIRED		2,029 SPACES
PARKING RATIO REQUIRED		4.2 / 1000
TOTAL PARKING PROVIDED		2,292 SPACES
PARKING RATIO PROVIDED		4.8 / 1000
DENSITY		22.3 %
SP-02	18-7-03	23240.001

*ASSUMPTION:
 30SF/FIXED SEAT, 25,943/30 = 865 SEATS
 865 SF/4 = 217 SPACES



SITE PLAN



**MANOR TOWN CENTER
 PRELIMINARY STUDY**

U.S. HWY. 290 & GREGG MANOR
 CITY OF MANOR, TEXAS



Article III.

Plan Amendment, Subdivision Approvals

3.01. **Plan Amendment.** The City intends to amend the Plan to replace the "S" Road with the ROW. In the event that the City does not amend the Plan, Cottonwood's subdivision and development of the Remainder Parcels shall be subject to this Addendum to the extent of any conflict with the Applicable In-City Regulations. The City will make good faith efforts to cause the roadways shown in the Plan to be included in the CAMPO 2040 Regional Transportation Plan, as appropriate, so that construction of such roadways will be eligible for funding from outside sources; provided that nothing shall relieve Cottonwood of its obligations under this Addendum and the Agreement.

History of Las Entradas

- Signed Letter of Intent with City of Manor to get Infrastructure in 2005 (show clip of Agreement)
- Good Faith Negotiations for 3 – 4 years
- Market Crashed and Presidential Glen's builder left stalling Presidential Glen out. Barney knight and Phil Tate linked any further Development Agreements (Las Entradas)

Along came CVS

- We funded Advanced Funding Agreement for Gregg Manor North (\$525,000)
- Built Las Entradas South Section 1 for CVS, began to fill for Flood Plain Reclamation
- Built Las Entradas North Section 1 to secure Gregg Manor North Funding

City of Manor Letter of Intent

June 15, 2005

City of Manor
201 E Parsons
PO Box 387
Manor, TX 78653

RE: Manor Gateways Growth Corridor Acceleration Plan

Letter of Intent

This Letter of Intent, based on preliminary discussions with The Eppright Family, and Cottonwood Holdings, Ltd. dba ShadowGlen by and through their representative Pete Dwyer ("Dwyer") and the City of Manor by and through its Planning and Zoning Commission and its City Council; is entered into effective as of the date of this letter by Dwyer and the City of Manor ("Manor"). It is the intent of Dwyer and Manor to proceed in good faith to attempt to negotiate, execute, and escrow the necessary Agreements by the and between Eppright, ShadowGlen, Dwyer and Manor, within 90 days from the date hereof that would allow to be carried out and effectuate the components of the attached Manor Gateways Growth Corridor Acceleration Plan ("MGGCA Plan") dated June 15th, 2005. P
7/6/05
90

Development Agreement:

A Development Agreement that, among other things would allow the planning, zoning, design and development of the general roadway, utility, drainage and parkland improvements consistent with the attached MGGCA Plan. The estimated value and cost of the Development Agreement being approximately \$35,000,000.

Consent Agreement:

A Consent Agreement that will consent to and support Dwyer's formation of a Municipal Management District ("MMD") and Chapter 380 Agreement within the city limits of Manor containing the referenced property consistent with the MGGCA Plan in an aggregate value not to exceed \$35,000,000.

Manor Gateways Growth Corridor Acceleration Plan
Letter of Intent
June 15, 2005
Page 2

Annexation Petition:

Upon the approval, execution, and escrow of the above documents, Dwyer will file a petition requesting annexation of the property by Manor subject to the aspects of the Agreement and Plan. Upon the completion of the annexation the documents will be in full force and effect.

Dwyer represents that he owns the property or he has full and sufficient written and documented legal authority to contract for and with respect to the property, and that upon satisfactory completion of the Plan and Agreements, Dwyer and Eppright will petition for annexation of the property.

Dwyer recognizes and understands that Manor does not have the resources available to fund the legal and engineering services reasonably required by the City to complete the studies and reviews reasonably required to accomplish the purposes of this Letter of Intent, and to negotiate the above referenced documents. Upon the execution of this Letter of Intent, Dwyer will deposit with Manor the sum of \$10,000.00 (the "deposit") to be used and applied by Manor to fund and pay the costs and expenses incurred by Manor in completing the studies, reviews, and negotiations to give effect to this Letter of Intent.

Agreed and Approved:


Jeff Turner
City of Manor

Agreed and Approved:

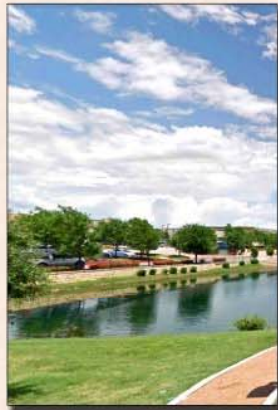

Peter A. Dwyer
6/15/05

Consistent with our 2005 Letter of Intent, we began working on Master Plan for:

- Western Woods
- Central Lakes
- ShadowView Lakeside
- Eastern Woods

Central Lake - ShadowView Lakeside Lake #1 or Lake Rita





THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE.

PLANNED ENVIRONMENTS, INC. BECHTEL GOLF DESIGN WATERS OF AMERICA
9104 ATWATER COVE, AUSTIN, TX 78733 (512)474-0806 (512)474-5458 fax pelg@pelg.com



Kimley»Horn



ENTRADA GLEN PID
PUBLIC IMPROVEMENTS DISTRICT
SHADOWVIEW LAKESIDE RETAIL

5/27/2018

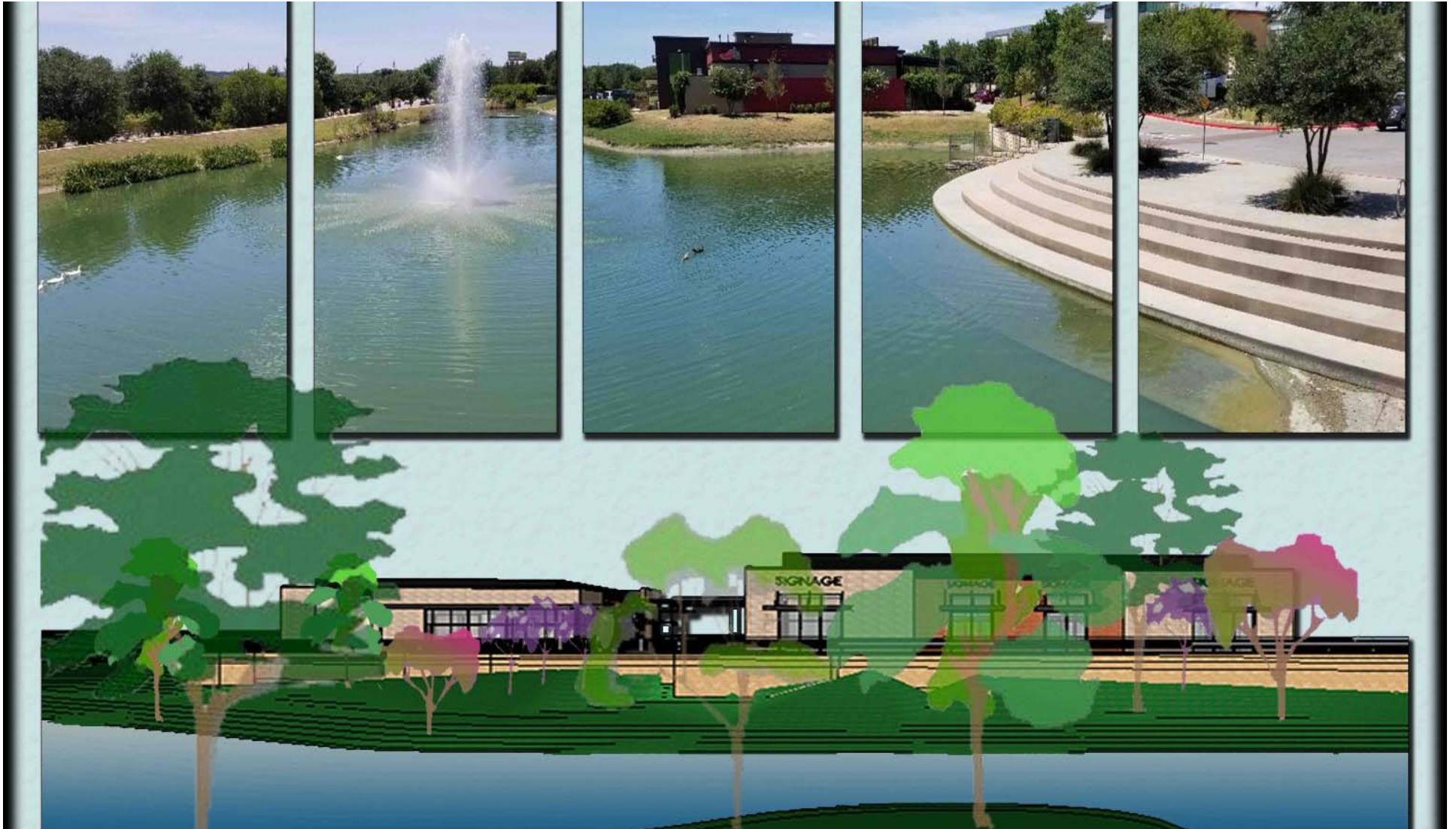
ShadowView LakeSide Center



Hill Lane Enhancements



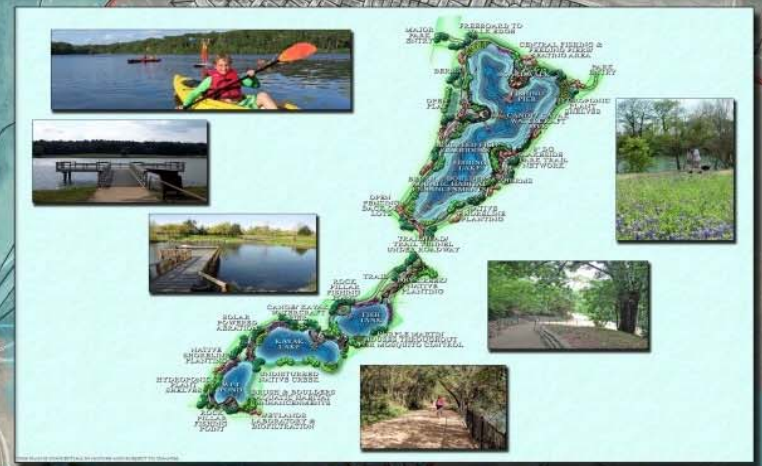
Eastern Woods and Eastern Lakes and Walls



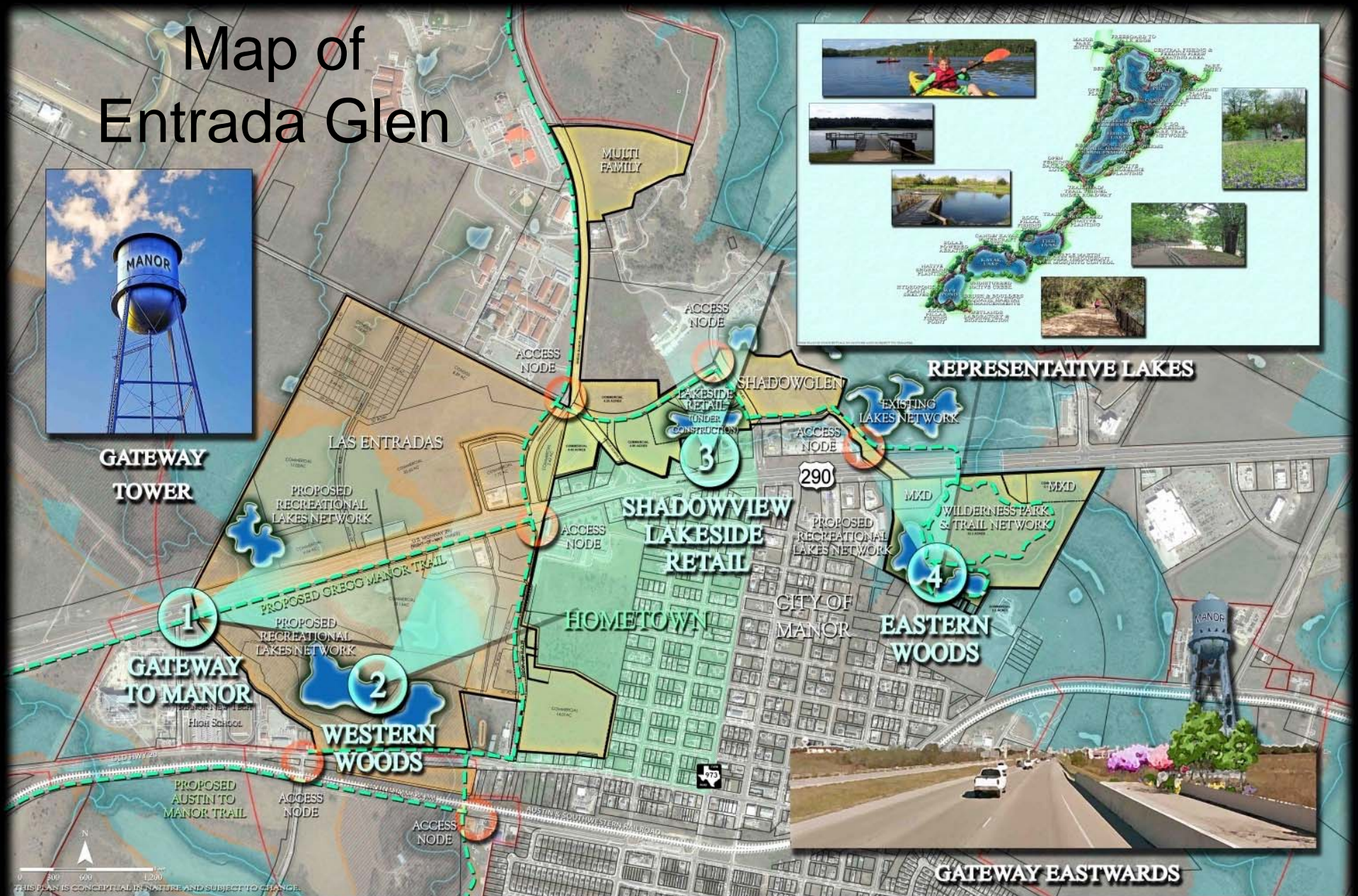
Map of Entrada Glen



GATEWAY TOWER



REPRESENTATIVE LAKES



EASTERN WOODS

WESTERN WOODS

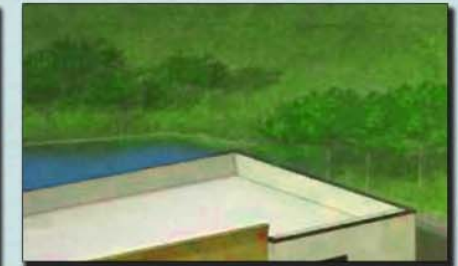
GATEWAY TO MANOR

SHADOWVIEW LAKESIDE RETAIL

GATEWAY EASTWARDS

**ENTRADA GLEN PID
PUBLIC IMPROVEMENTS DISTRICT**





THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE.

PLANNED ENVIRONMENTS, INC. BECHTOLD GOLF DESIGN WATERS OF AMERICA
9104 ATWATER COVE, AUSTIN, TX 78733 (512)474-0806 (512)474-5458 fax pelhg@pelhg.com



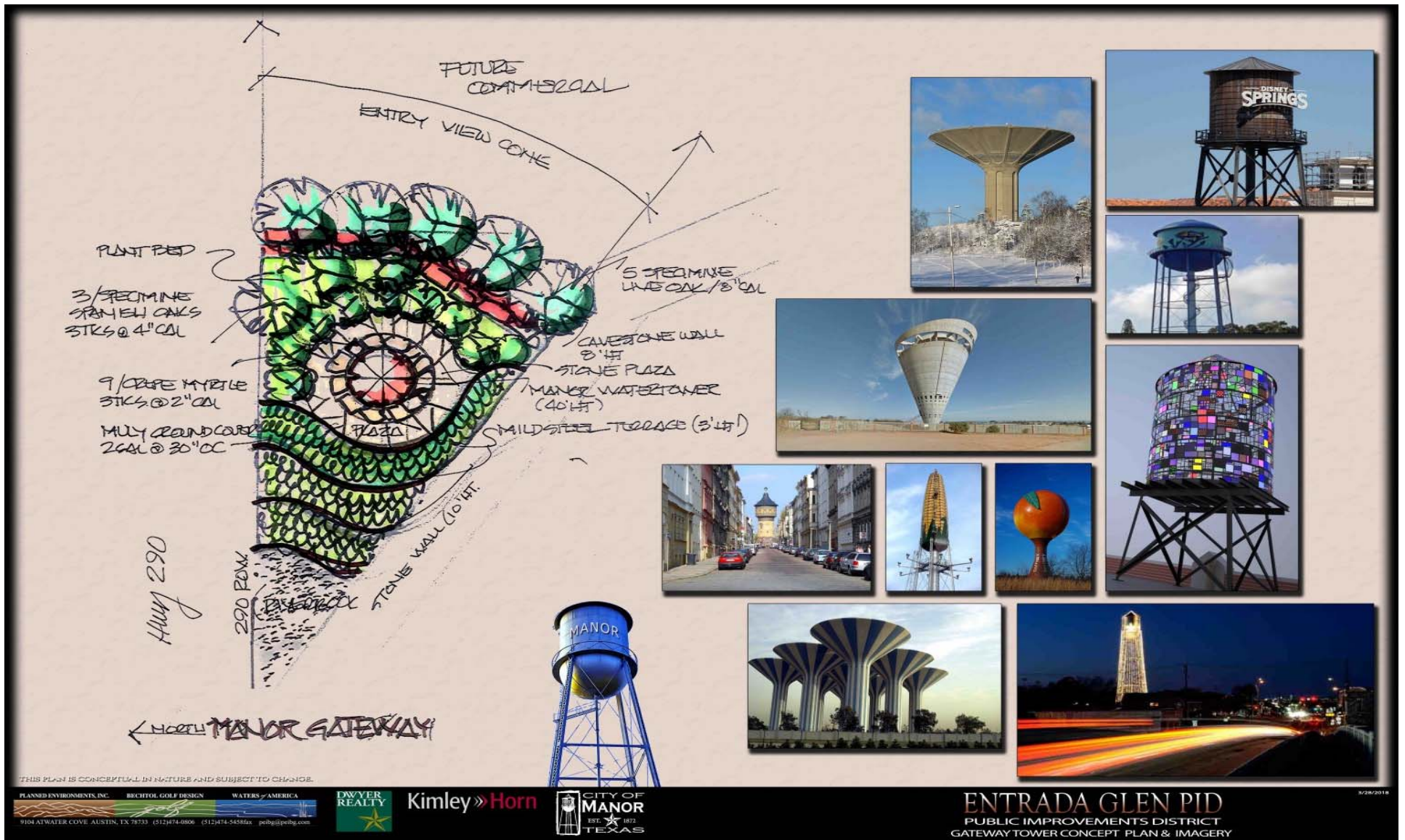
Kimley»Horn



ENTRADA GLEN PID
PUBLIC IMPROVEMENTS DISTRICT
WESTERN WOODS

3/28/2018

The GateWays



ENTRADA GLEN PID

PUBLIC IMPROVEMENTS DISTRICT

Gateway Icon

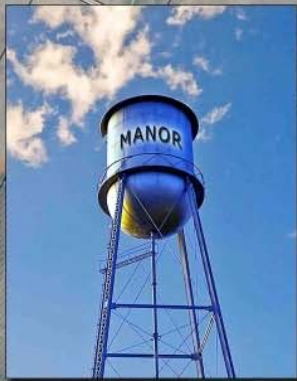
PLANNED ENVIRONMENTS, INC. BECHTOL GOLF DESIGN WATERS / AMERICA
9104 ATWATER COVE AUSTIN, TX 78758 (512) 474-0806 (512) 474-5458 Fax peibg@peibg.com



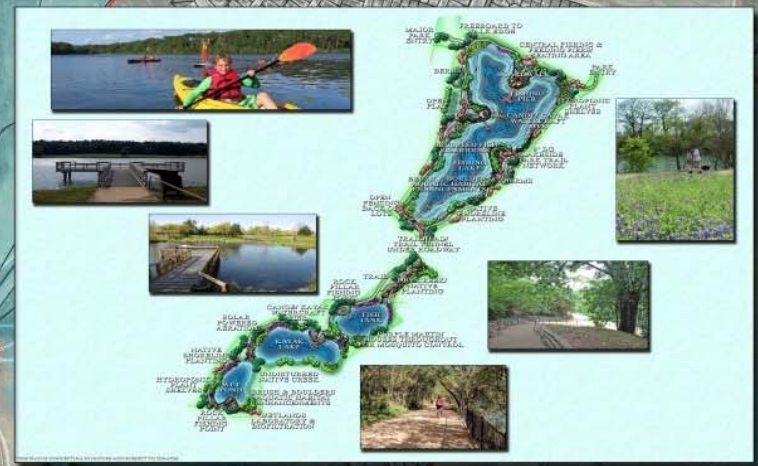
Kimley»Horn



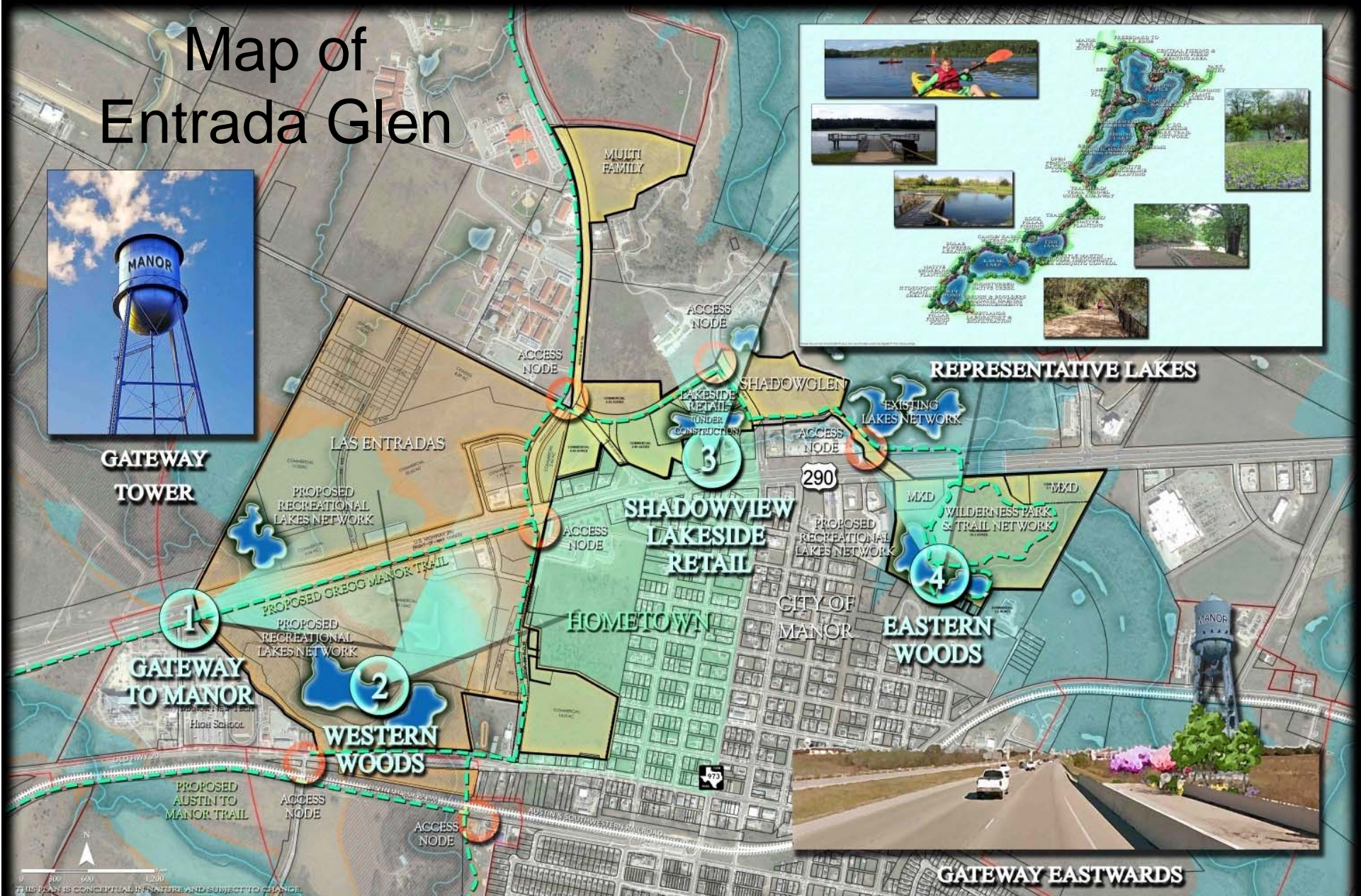
Map of
Entrada Glen



GATEWAY TOWER



REPRESENTATIVE LAKES





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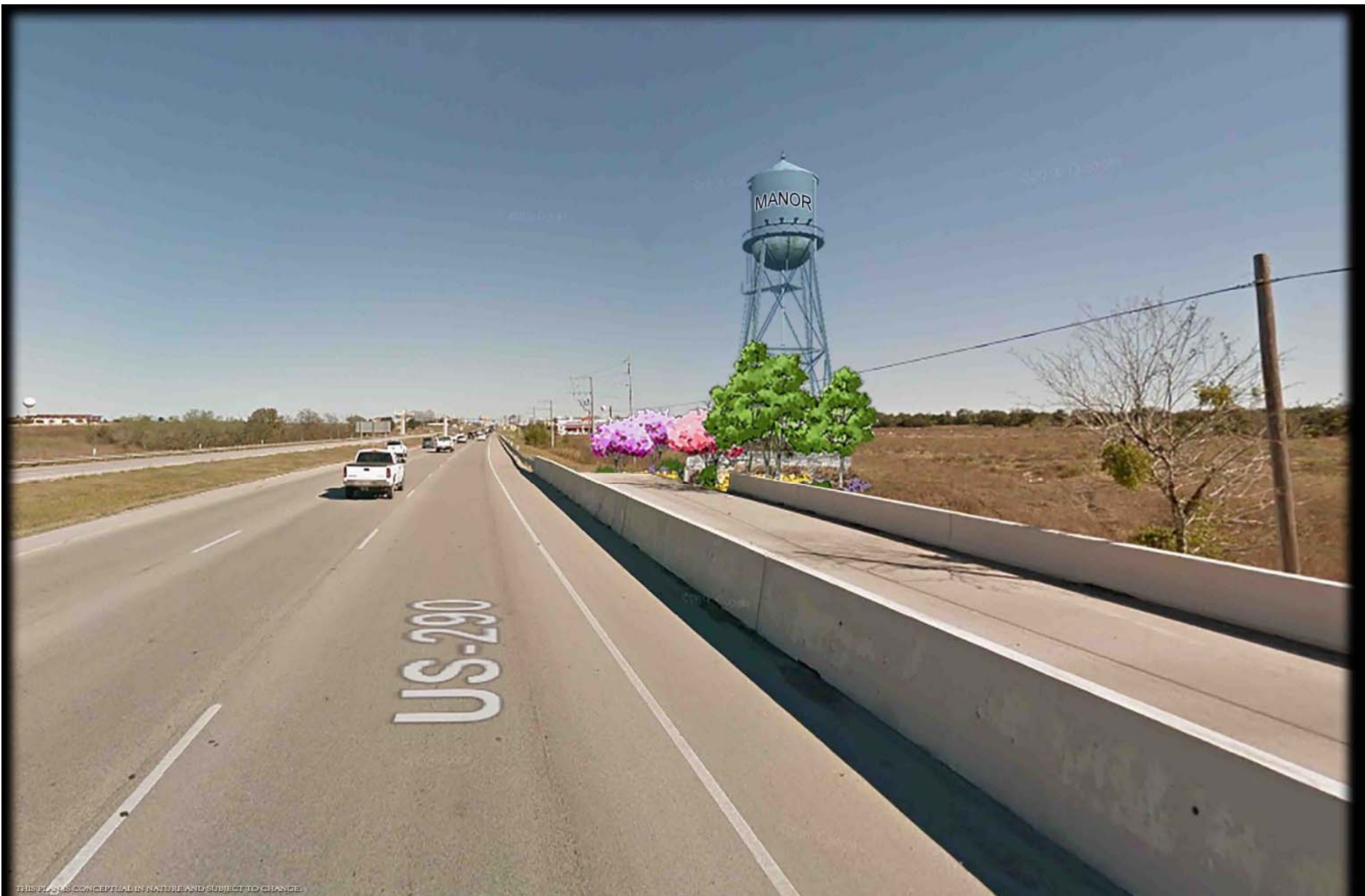


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ENTRADA GLEN PID
PUBLIC IMPROVEMENTS DISTRICT
ROADWAY SECTIONS

3/30/18



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Kimley»Horn



ENTRADA GLEN PID
 PUBLIC IMPROVEMENTS DISTRICT
 GATEWAY TOWER CONCEPT

3/28/2018



THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE.

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Kimley»Horn



ENTRADA GLEN PID
PUBLIC IMPROVEMENTS DISTRICT
GATEWAY TOWER CONCEPT PLAN

8/28/2018



THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE.

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ENTRADA GLEN PID
 PUBLIC IMPROVEMENTS DISTRICT
 EASTERN WOODS

3/28/2018



THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO CHANGE.

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Kimley»Horn



ENTRADA GLEN PID
PUBLIC IMPROVEMENTS DISTRICT

3/26/2018

Our Communities...



Have allowed us to bring the following businesses to Manor:









COMING SOON
SPACE AVAILABLE



For more information please contact

KEVIN MURPHY // RETAIL SOLUTIONS

★ DWYER REALTY ★
COMPANIES

(512) 689-3731



Possible Positive Fiscal Impact

**DWYER REALTY COMPANIES - ENTRADA GLEN
ENTRADA GLEN PUBLIC IMPROVEMENT DISTRICT
FISCAL IMPACT ANALYSIS SUMMARY
6/21/2017**

	Rate	30 Year Total	Stabilized Build Out at Year 10
A.) Ad Valorem Tax Revenues:			
City of Manor	0.774	\$ 148,279,759	\$ 4,947,254
Travis County	0.384	\$ 73,545,840	\$ 2,453,807
Travis County Healthcare	0.111	\$ 21,182,467	\$ 706,739
Manor ISD	1.515	\$ 290,312,528	\$ 9,686,081
Austin Community College	0.102	\$ 19,545,794	\$ 652,132
Travis County ESD #12	0.100	\$ 19,162,543	\$ 639,345
Total	2.985	\$ 572,028,931	\$ 19,085,359
B.) Sales Tax Revenues:			
City of Manor	1.0%	\$ 191,647,102	\$ 6,394,176
Capital Metro	1.0%	\$ 191,647,102	\$ 6,394,176
Total	2.0%	\$ 383,294,205	\$ 12,788,352
C.) Hotel Occupancy Tax Revenues:			
City of Manor	2.00%	\$ 9,129,454	\$ 304,598
D.) Total City of Manor Revenues		\$ 349,056,315	\$ 11,646,028





AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 18, 2018

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the acceptance of the March 2018 Departmental Reports.

BACKGROUND/SUMMARY:

- Police – Ryan Phipps, Chief of Police
- Development Services – Scott Dunlop, Planning Coordinator
- Community Development – Sammie Hatfield, Community Development Manager
- Municipal Court – Sarah Friberg, Court Clerk
- Public Works – Mike Tuley, Director of Public Works
- Finance – Lydia Collins, Director of Finance

PRESENTATION: ☐ YES ☒ NO

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

March 2018 Departmental Reports

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve and accept the March 2018 Departmental Reports.

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



Manor Police Department

Monthly Council Report

Ryan S. Phipps - Chief of Police

Date of Meeting:

4/18/2018

March 2018

Activity	Reported Month	Same month Prior year	Percentage difference		
Calls for Service	1625	1555	4.5↑	Patrol Car Rental	
Average CFS per day	52.4	50	4.7↑	Last Month	\$2,164
Open Cases	22	10	120↑	YTD	\$8,666
Charges Filed	76	71	7↑		
Alarm Responses	41	26	57.6↑		
Drug Cases	25	11	127↑		
Family Violence	7	8	12.5↓		
Arrests FEL/MISD	27Fel/49 Misd	21Fel/78Misd	28.5Fel↑/37.1Misd↓		
Animal Control	25	26	3.8↓		
Traffic Accidents	46	39	17.9↑		
DWI Arrests	15	14	7.1↑		
Traffic Violations	767	711	7.8↑		
Ordinance Violations	29	8	262↑		
Seizures	N/A	N/A	N/A		
Laboratory Submissions	15	12	25↑		

Notes:

*DNA- DATA NOT AVAILABLE

**DEVELOPMENT SERVICES DEPARTMENT REPORT
PROJECT VALUATION AND FEE REPORT**

March 1 - 31, 2018

Description	Projects	Valuation	Fees	Detail
Commercial New Shell	1	\$1,000,000.00	\$8,570.00	
Commercial Sign	5	\$83,160.00	\$1,591.18	
Educational Addition	2	\$5,051,778.08	\$46,434.84	
Residential Deck/Patio	3	\$12,000.00	\$379.00	
Residential Irrigation	9	\$24,250.00	\$963.00	
Residential Mechanical-HVAC	1	\$2,000.00	\$127.00	
Residential New	71	\$19,318,404.75	\$469,088.50	
Residential Plumbing	3	\$4,747.00	\$321.00	
Residential Remodel/Repair	1	\$75,000.00	\$810.00	
Totals	96	\$25,571,339.83	\$528,284.52	

Total Certificate of Occupancies Issued: 62

Total Inspections(Comm & Res): 1,543

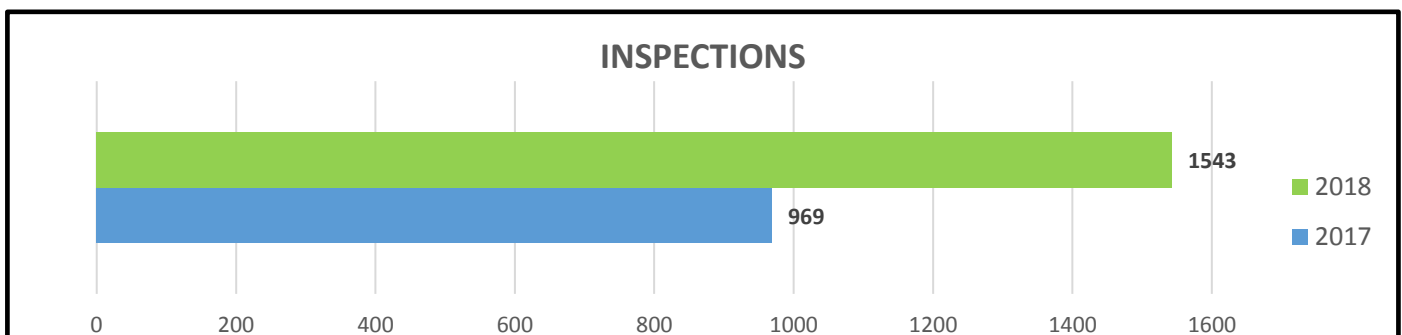
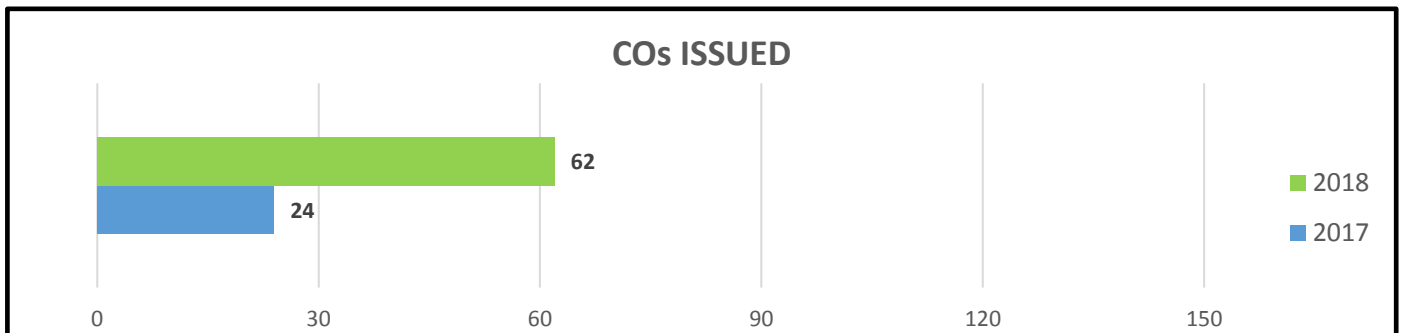
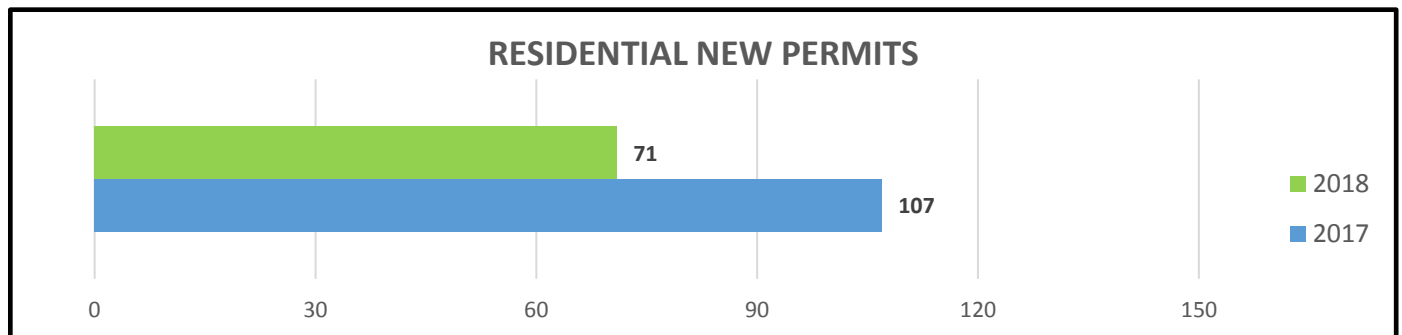
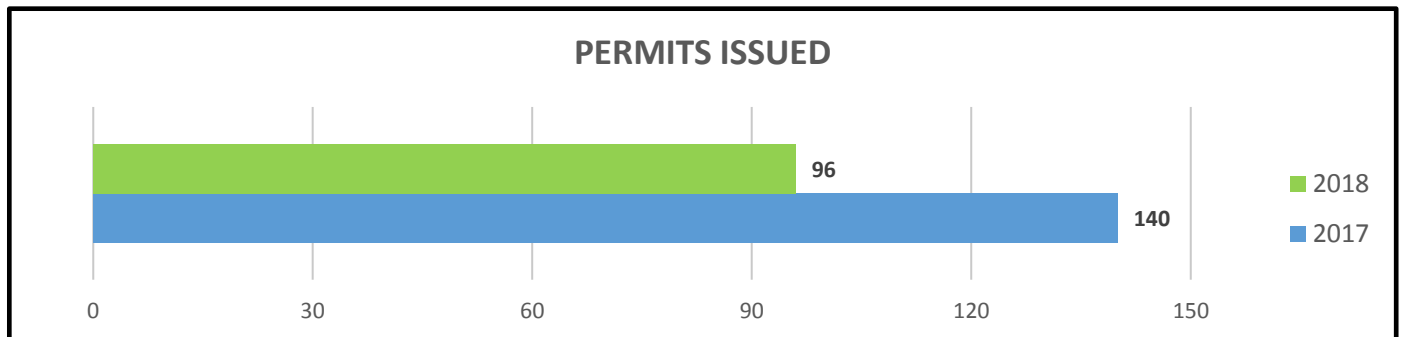
Tom Bolt, City Manager





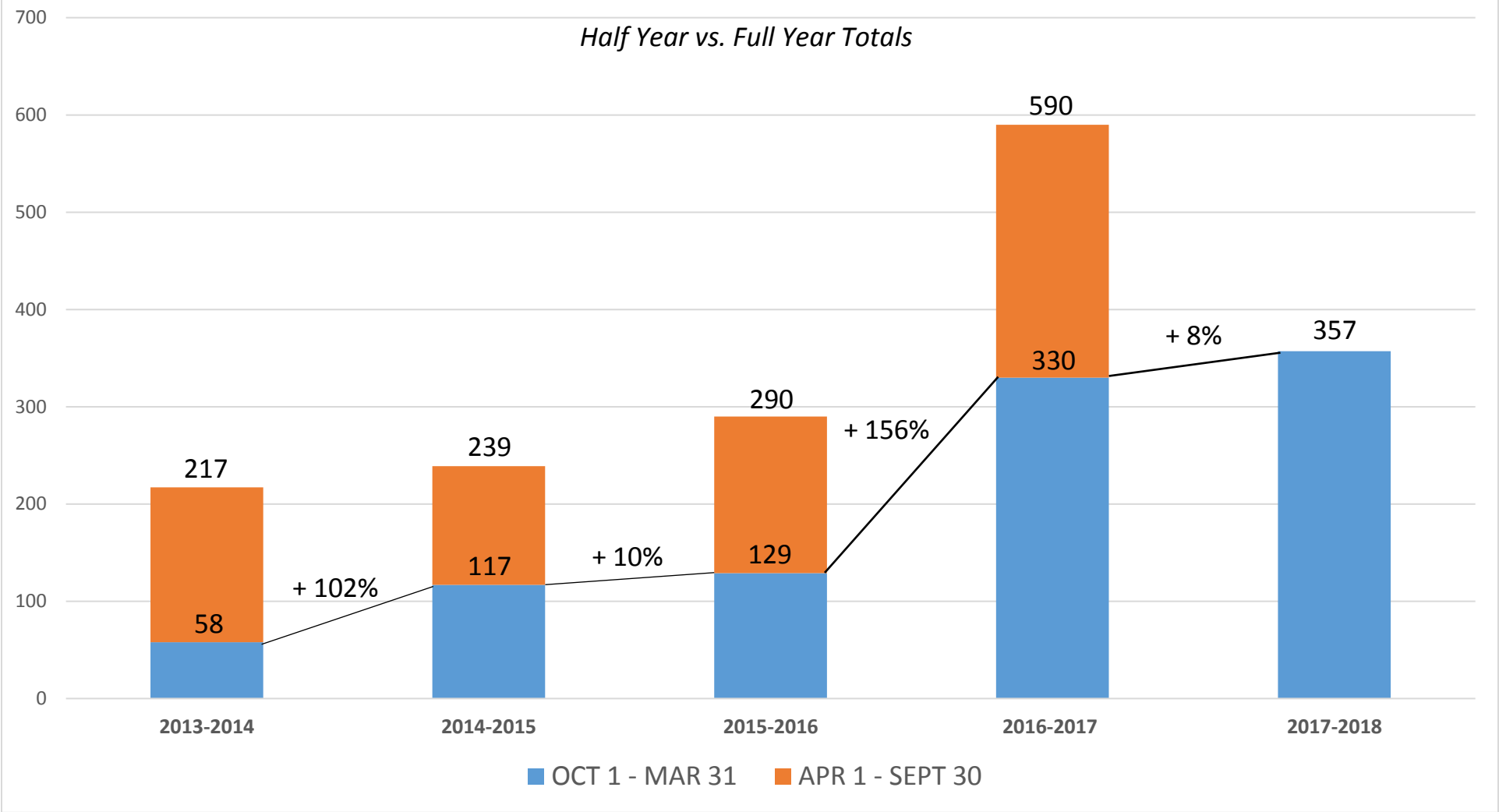
MARCH 2018

DEPARTMENT OF DEVELOPMENT SERVICES
THOMAS BOLT, DIRECTOR



Fiscal Year Home Permits Issued

Half Year vs. Full Year Totals





Staff Report

March 2018

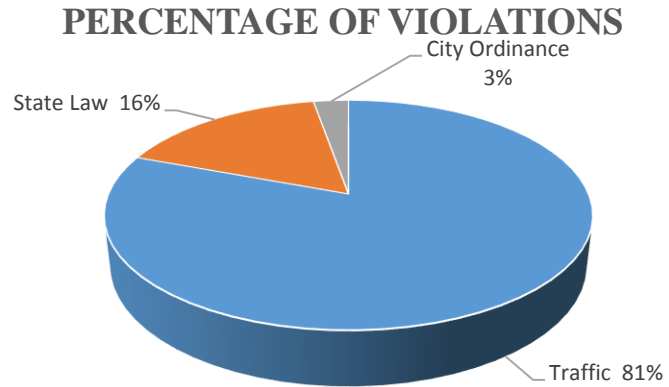
Submitted by: Sammie Hatfield, Community Development Manager

- **Easter Egg Hunt** – Coordinated the first-ever Easter Egg Hunt for the City of Manor. The event was held on Saturday, March 24 at Jennie Lane Park. Multiple departments within the City worked together to offer this event to the citizens. Approximately 275 children participated in the event.
- **Preservation Month** – Created an activity to stimulate public awareness for Preservation Month. Gathered information for Preservation Month Proclamation.
- **Tourism Week** – Gathered information for Tourism Week Proclamation.
- Made arrangements for a presentation to City Council RE: Texas Main Street Program.

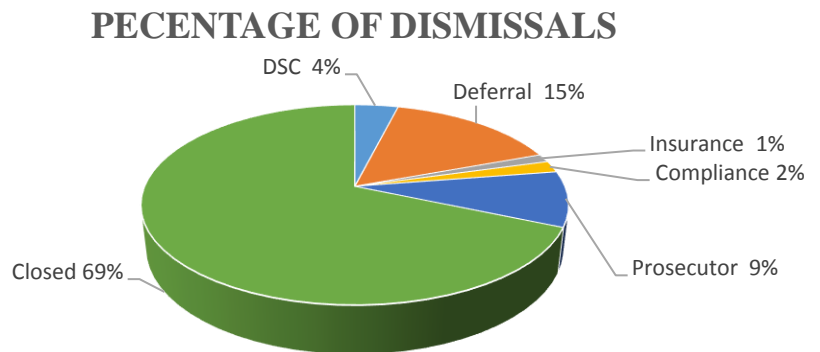
City of Manor Municipal Court

MARCH 2018

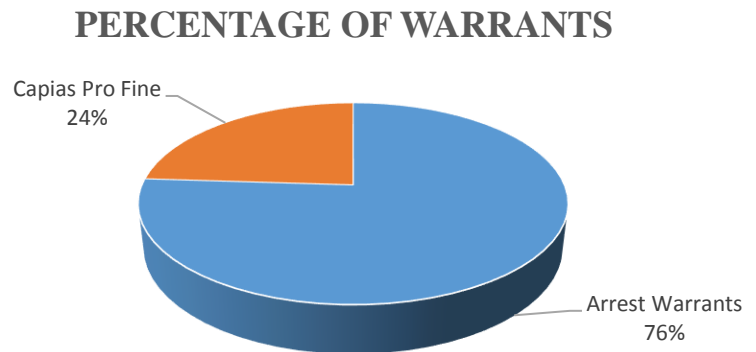
Violations Filed	Mar-18	Mar-17
Traffic	438	369
State Law	90	45
City Ord.	15	40
Total	543	454



Dismissals	Mar-18	Mar-17
DSC	21	16
Deferral	83	47
Insurance	7	11
Compliance	10	32
Prosecutor	48	57
Closed	368	485
Total	537	648



Warrants	Mar-18	Mar-17
Arrest Warrants	374	501
Capias Pro Fine	118	77
Total	492	578



Money Collected in March 2018

Kept By City	\$53,366.71
Kept By State	\$22,996.78
Total	\$76,363.49

Money Collected in March 2017

Kept By City	\$58,784.17
Kept By State	\$26,814.18
Total	\$85,598.35



PUBLIC WORKS DEPARTMENT MARCH 2018 REPORT

Streets, Public, Parks, and Maintenance Department

In the month of March, 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 vehicle's and heavy equipment. In March, the Street Department repaired streets, curbs, and signs.

Water and Wastewater Department

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

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

Water Production & Purchase

In the month of March, 8 % of the water we supplied to our residents were from our wells. We purchased 92 % from EPCOR and Manville WSC. In March, the estimated population of residents in the City of Manor is 10,640. Estimated Population for ShadowGlen is 3,712 residents.

Subdivision Inspections

- Street Inspections- 9
- Water Inspections- 7
- Wastewater Inspections- 19



Streets and Parks March 2018 Report

3/1/2018-3/31/2018 Daily Duties and Projects

3/5/2018- City staff installed 1 park bench and 1 park trash can with a bonnet lid. The previous bench had been weathered and a hazard. Trash was an issue due to not having a trash can. Both items were placed on concrete pads built by the city.

3/5/2018- The city mechanic has removed all old decals on city vehicle's and replaced with new ones. The new decal has more of a reflective color on it, so it is more visible to others.

3/6/2018- City staff has continued to clean areas that have been taken over by vegetation. Now that the mowing season has arrived, there will not be as much debris cleaning as the winter months.

3/6/2018- City staff has continued to monitor new construction and ensures the streets remain clean and free of debris.

3/7/2018- City staff has brainstorm how the old workout equipment will be placed back inside Jennie Lane Park. The equipment will be put back inside the park very soon.

3/8/2018- City staff completed the slab for the dog kennels and a 4-bay kennel was put on top of the slab. The dog kennels look amazing!

3/9/2018- City staff cleared the drainage outflow at the City Cemetery. Over the years it has collected old trees, debris, and access dirt from burials. All dirt was graded. Trees and debris were removed, and new erosion control matting was laid down to hold soil in place.

3/12/2018- City staff will periodically check city playgrounds to ensure safety on surfacing, swings, and all playground units.

3/13/2018- City staff took on a huge task to crack seal and thermos plastic dividing lines on West Parsons. Outer white lines were put on the road as well.

3/14/2018- Skip white lines were installed on ShadowGlen Trace to identify both lanes of traffic.

3/19/2018- City staff removed 3 yards of unwanted dirt and debris from the corner of Lexington and Parsons St. to allow water to flow more freely.

3/21/2018- City staff has now been mowing large open areas with the new 16' batwing shredder. It has allowed the city to maintain areas at a faster pace where other mowers were not capable of mowing.



3/22/2018- City staff will stripe all parking lots 1x per year to ensure they are bright and visible to the public.

3/23/2018- City staff pulled together to ensure that Jennie Lane Park was well prepared for the Easter Egg Hunt event in the park. The event was a huge success and the City is looking forward to next year.

3/28/2018- City staff was well prepared for the rain event that occurred. Staff set out barricades where needed and unclogged drains throughout the day, so water would continue to flow.

I also wanted to note that City staff is going out to all subdivisions where new construction is present and insuring all roads are swept and clear of debris. It is an ongoing process seeing so many homes are going up all in different areas of the town. Inspection forms are done when staff is present to keep records of site cleanliness.

Certifications and Classes

Timothy Lackland, Alex Melendez, and Christopher Deal were sent to Backhoe Training, to retain their backhoe certificates. They earned 24 hours of training to obtain a certification.

Inspections /New subdivision Walkthroughs and Pre-con meetings Presidential Glenn Phase 7

Saturday March 3, 2018

Concrete scheduled @ 11am with 8cy's for ADA Ramps & Sidewalks.

Monday March 5, 2018

Concrete scheduled @ 12pm with 8cy's for ADA Ramps & Sidewalks.

Tuesday March 20, 2018

Concrete scheduled @ 1pm on Will Call with 9cy's for ADA Ramps & Sidewalks.

Thursday March 22, 2018

Ready for Pre-pour at 3pm.

Friday March 23, 2018

Concrete scheduled @ 8:30am with 104.5cy's for the 9x5 Box Culvert Footing.

Tuesday March 27, 2018

Concrete scheduled @ 330pm with 44cy's for the 9x5 Box Culvert Walls.



Below is an example of what we send off to the contractor for repairs under warranty.

1 and 2-year Warranty Inspections

Presidential Heights Phase 1 Warranty Inspection

There are no blue reflectors at any of the hydrants

Sherri Berry

Asphalt cracking on Sherry Berry and Kirk Rudy

Cracked sidewalk 13900

Cracked curb 13908 all the way through

Cracked curb 14013 all the way through

Cracked sidewalk 14017

Cracked curb in 2 locations at 14024

Cracked curb by entrance on the north side of the street

All of Integrity will need to be crack sealed

Sherri Berry cul de sac has cracks all the way around the cul de sac and will also need to crack seal the man hole

O'Brian and Integrity cracked curb on ADA ramp

Cracked curb on 14024 on the north side

All stop bars will need to be cleaned, hard to see any of them

Jarred Argo

Mail Box pads in Jared Argo cul de sac have a huge chip out of it

Cracks on all curbs in Jarred Argo cul de sac

Mark Christopher Way

Crack seal all of Mark Christopher Way

14001 Mark Christopher cracked curb

13921 ADA ramps cracked

13812 curb cracked all the way through

13801 cracked curb

19517 cracked curb and across street

19525 cracked curb

13800 cracked curb southside

Low manhole on Mark Christopher Way on the North side

Cracked ADA at Mary Osborn and Mark Christopher way

Crack seal Mary Osborn

Charles Abraham

Crack curbs on 13913 Charles Abraham

Las Entradas 1-year Warranty Inspection

All roads and cracks in the curbs were noted to get repaired before acceptance letter.

Bell Farms Phase 4 Subdivision 2-Year Maintenance Bond expires April 3, 2018

All issues were noted and will be corrected before acceptance letter.



Water Monthly Report March 2018

For the month of March, the Water Department had 43 service calls, 4 repair jobs, 2 maintenance jobs, 7 inspections, replaced 16 old meters with digital read meters in the Greenbury subdivision and flushed all dead-end mains.

Service calls include: Low water pressure calls, meter leaks, line locates, brown water calls, disconnect water services, connect water services, and meter change outs.

Repair Calls:

405 East Browning St. - Repaired a 3/4 service line break by FZ,CD,TM.

309 South Burton St.- Repaired a 3/4 service main break by FZ,RM,CD 3-14-18.

203 W. Murray St. - Made a new 1 1/2 water tap and set new meter

id- 60957751 reading- 0000 by FZ,CD,TM 3-22-18.

307 W. Townes St.- New 2x1 water tap and set meter- id-36653457 ecoder-1547719066 read-0000 by FZ,TM 3-27-18.

Maintenance:

Bact T Samples - Took first set of 5 Bact T samples and dropped off at Aqua Tech Lab by RM,TM 3-5-18.

Bact T Samples - Took first second set of 5 Bact T samples and dropped off at Aqua Tech Lab by RM,TM 3-14-18.

Inspections:

Presidential Heights Phase 1 – One-year warranty inspection by JT 3-5-18.

Lagos Phase 1 - Pressure test water main that was moved from front curb face to 3 feet in street by JT,RM 3-6-18.

Misty Grove and Silent Falls at ShadowGlen Trace - Pressure test main passed by RM 3-7-18.

Lagos Phase 1 - 4 Bact T samples were taken by Chasco Construction and taken to Round Rock Lab by JT 3-12-18.

Las Entradas North - One-year warranty inspection by JT,AV 3-13-18.

Bell farms Phase 4 – 2-year Maintenance Bond Inspection by JT 3-26-18.

Lagos Phase 1 - Check valves, fire hydrants and curb stop by RM,TM 3-27-18.



Wastewater Monthly Report March 2018

For the month of March, the Wastewater Department had 10 service calls, 3 repair jobs, 7 maintenance jobs and 19 inspections.

Service calls include: Sewer clog/backups, replacing broken clean out caps, and replacing lids.

Repair Calls:

13509 Constellation Dr.- Repaired sewer service connection where customer side meets city side by FZ,TM,CD 3-6-18.

12705 Door Bell- Repaired sewer service connection where customer side meets city side by FZ,TM,CD 3-7-18.

12616 Saint Mary St.- Repaired sewer service connection where customer side meets city side by FZ,TM,CD 3-8-18.

Maintenance:

Bell Farms Lift Station- Received 300-gallon tote of hydrogen peroxide today by FZ,TM,CD 3-5-18.

Bell Farms Lift Station- Replaced Telemetry control unit with a spare one that we had sent other one to Data Flow for repairs by JT 3-6-18.

WWTP- Blow out center well and cleaned rags out by JR 3-13-18.

Brenntag- Ordered 6 bottles of 150 lb. cl2 bottles for plant by JT 3-15-18.

City Yard - Dropped compressor off with Alex for an oil change and maintenance on the air compressor by JT 3-18-18.

Wildhorse Creek Lift Station – James Torres received a power outage alarm from SCADA at 3:08 pm.

Found that Bluebonnet Electric had lost power due to storm. Notified Bluebonnet Electric. Restored power at 4:55 pm by JT,FZ,TM 3-28-18.

Stonewater Lift Station- James Torres received a power outage alarm from SCADA at 1:00pm found that Oncor Electric had lost power due to Storms that passed through. It was a transformer fuse. We notified Oncor Electric. Staff ran pumps off of generator until Oncor restored power at 5:15 pm by JT,RM 3-29-18.

Inspections:

Presidential Heights Phase 1 - One-year warranty inspection by JT 3-5-18.

Manor Commons SE Commercial Ph 1 - Wastewater main tie into Bell Farms Lift Station by Lowden Construction by JT 3-9-18, 3-13-18, 3-14-18, 3-15-18, 3-16-18, 3-19-18.

Shadow Glen Phase 1 section 9 - Wastewater mains by DNT Construction by JT,RM 3-14-18, 3-15-18, 3-16-18, 3-19-18, RM 3-20-18.

Manor Commons SE Commercial Ph 1 - Wastewater mains by Lowden Construction by RM 3-20-18, 3-22-18, 3-26-18.

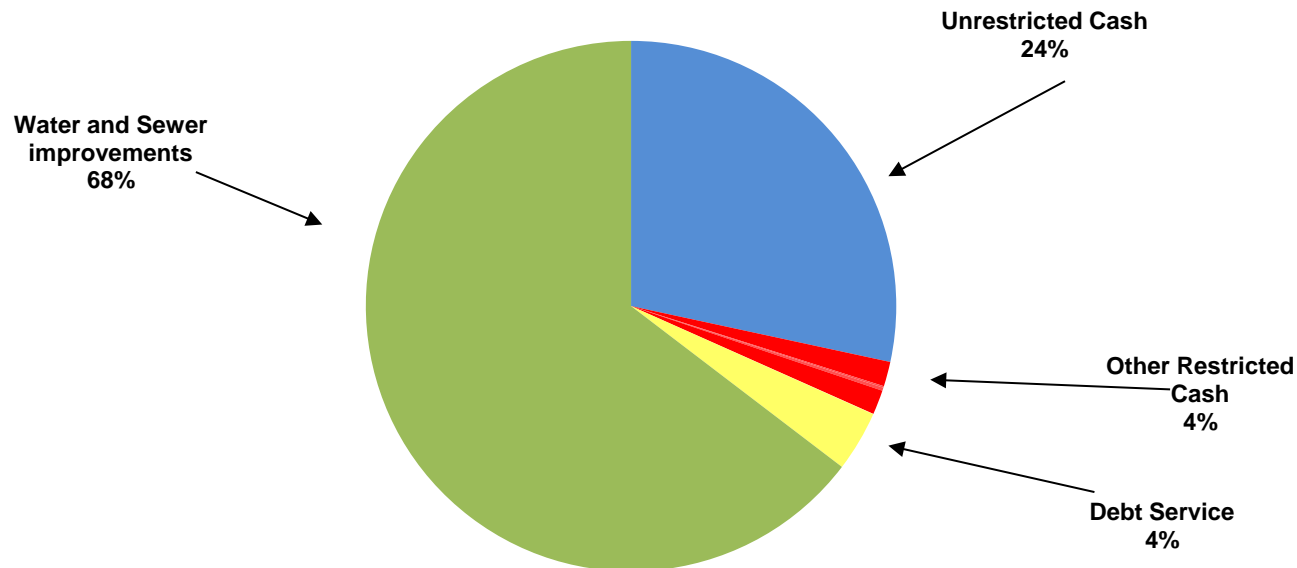
Shadow Glen Phase 1 section 9 - Wastewater mains by DNT Construction by RM 3-22-18, 3-26-18.

Shadow Glen Phase 1 section 9 - Density testing wastewater trenches by DNT Construction by JT 3-27-18.

Stonewater Lift Station upgrade- 2nd start up inspection by JT,FP 3-27-18.

**CITY OF MANOR, TEXAS
CASH AND INVESTMENTS
As Of March, 2018**

	GENERAL FUND	UTILITY FUND	DEBT SERVICE FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	TOTAL
CASH AND INVESTMENTS						
Unrestricted:						
Cash for operations	\$ 3,591,288	\$ 6,652,509			\$ -	\$ 10,243,797
Restricted:						
Tourism				542,413		542,413
Court security and technology	34,226					34,226
Rose Hill PID				69,134		69,134
Customer Deposits		539,735				539,735
Park	8,568					8,568
Debt service			1,328,510			1,328,510
Capital Projects						
Water and sewer improvements		16,894,028		6,432,984		23,327,013
TOTAL CASH AND INVESTMENTS	\$ 3,634,081	\$ 24,086,273	\$ 1,328,510	\$ 7,044,531	\$ -	\$ 36,093,395



Overview of funds:
 \$ 77,308.15 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 NO. ³_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 18 , 2018

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Development Services

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:

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



AGENDA ITEM NO. ⁴_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 18, 2018

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

A) Consideration, discussion, and possible action on a Resolution creating a Public Improvement District – EntradaGlen; and B) Consideration, discussion, and possible action on an Agreement Regarding the Dissolution of the EntradaGlen Public Improvement District.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Resolution

Agreement

STAFF RECOMMENDATION:

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

RESOLUTION NO. - _____

**A RESOLUTION OF THE CITY OF MANOR, TEXAS
AUTHORIZING AND CREATING
ENTRADAGLEN PUBLIC IMPROVEMENT DISTRICT**

WHEREAS, Chapter 372 of the Texas Local Government Code (the “Act”) authorizes the creation of public improvement districts; and

WHEREAS, owners of real property located in the City of Manor, generally located in north and south of U.S. Highway 290 East, east and west of Gregg Manor Road, and east and west of Lexington Street, delivered to the City of Manor a petition (the “Petition”) indicating the (i) the owner of more than 50% of the appraised value of the taxable real property liable for assessment and (ii) the owners of more than 50% of the area of all taxable real property liable for assessment within the District (the “Owner” or “Developer”) have executed the Petition requesting that the City Council create the EntradaGlen Public Improvement District (the “District”), as shown on Exhibit “A” (the “Map of the District”); and

WHEREAS, after providing the notices required by Section 372.009 of the Act, the City Council, on January 4, 2017, a public hearing on the advisability of the improvements and services related to the proposed District, recessed and continued said public hearing several times, provided additional notices required by Section 372.009 of the Act and reopened and held the public hearing on April 18, 2018 (the “Public Hearings”); and

WHEREAS, the City Council finally adjourned such public hearing held on April 18, 2018, and after receiving the public input and considering same, and evaluating the supporting information received by the City from the Developer, related to the creation of the District, the Council takes the following action.

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

SECTION 1. FINDINGS. Pursuant to the requirements of the Act, the City Council, after considering the Petition for the proposed District and the evidence and testimony presented at the public hearings, hereby finds and declares:

- (a) Advisability of Services and Improvements Proposed for the District. It is advisable to create the District to provide the services and improvements described in this Resolution; the services and improvements will contribute to the public health, safety, and welfare.
- (b) Nature of the Services and Improvements. The general nature of the services and improvements to be performed by the District are:
 - (i) acquisition, construction, and improvement of streets, roadways, rights-of-way, and related facilities;

(ii) the establishment of parks and open space, together with the design, construction, and maintenance of any ancillary structures, features or amenities such as trails, public art, pavilions, community facilities, irrigation, multiuse paths, lighting, benches, swimming pools, other recreational facilities, trash receptacles, and any similar items;

(iii) landscaping improvements;

(iv) acquisition, construction, and improvement of water, wastewater, and drainage facilities;

(v) construction of entry monumentation and features;

(vi) projects similar to those listed in subsections (i) – (v) above; and

(vii) payment of costs associated with constructing and financing the public improvements listed in subparagraphs (i) – (vi) above, including costs of establishing, administering, and operating the District.

- (c) Estimated Cost of Services and Improvements. The estimated amount of bonds to be issued for the District through assessments for the first three (3) years of the District's term, is not more than \$40,000,000. The total bonded indebtedness over the term of the District is anticipated to be not more than \$40,000,000. The petitioners have represented to the City that these amounts will be supplemented with (i) additional revenue expected to be received from governmental reimbursement and participation agreements, and (ii) developer equity investment and debt financing. These anticipated additional funds are expected to be detailed in the proposed Service Plan associated with the District.
- (d) Boundaries. The District is located in the City of Manor, Texas. The boundaries of the District are shown on the Map of the District, Exhibit "A."
- (e) Method of Assessment. District costs may be assessed using any methodology that results in the imposition of equal shares of the costs on property similarly benefited within the District.

The City shall exclude the following classes of property from assessment: (i) property of the City; (ii) property of the County; (iii) property owned by political subdivisions of the State of Texas and used for public purposes; and (iv) other property that is excluded by law or by agreement of the City and the petitioners.

- (f) Assessment Roll and Setting of Rate. The City Manager shall annually prepare an assessment roll and file that roll with the County Clerk, in conformity with the exemptions from the assessment established under subparagraph (e) above. The annual assessment installment for the first year for which bonds are issued shall not exceed 0.30% of each parcel's anticipated build out value per \$100.00 valuation of taxable real property as shown on the tax rolls of the Travis Central Appraisal District.

SECTION 2. AUTHORIZATION AND CREATION. The EntradaGlen Public Improvement District is hereby authorized and created as a Public Improvement District under the Act in accordance with the findings set forth in this Resolution as to the advisability of the services and improvements. The District shall be subject to the terms, conditions, limitations, and reservations contained in the findings of Section 1 of this Resolution.

SECTION 3. NOTICE OF AUTHORIZATION. The City Secretary is directed to give notice of the authorization of establishment of the District by publishing a copy of this Resolution once in a newspaper of general circulation in the City of Manor. Such authorization shall take effect and the District shall be deemed to be established effective upon publication of such notice. The District can be terminated as provided by law or as provided in that certain Agreement Regarding Dissolution of the EntradaGlen Public Improvement District dated _____, 2018 (the "Dissolution Agreement"). Subject to the last sentence of this Section 3, the power of the City to continue to levy and collect assessments within the District pursuant to the Act will cease and the District will be dissolved following the date that a petition requesting dissolution is filed with the City Secretary of the City of Manor and the petition contains signatures of at least the number of property owners in the District to make the petition sufficient for creation of a public improvement district as provided in Section 372.005(b) of the Act, and a public hearing has been held by the City Council as described in Section 372.011 of the Act, or as otherwise provided in the Dissolution Agreement. If the District is dissolved, the District shall remain in effect for the purpose of meeting obligations of indebtedness.

PASSED AND ADOPTED by the City Council of Manor, Texas, at a regular meeting on the ____ day of _____, 2018, at which a quorum was present, and for which due notice was given pursuant to Government Code, Chapter 551.

Rita G. Jonse, Mayor,

ATTEST:

Lluvia Tijerina, City Secretary
City of Manor, Texas

[CITY SEAL]

EXHIBIT “A”

**A METES AND BOUNDS
DESCRIPTION OF
318.625 ACRES OF LAND**

BEING 322.622 acres of land being all situated in William Standerford Survey No. 69, Abstract No. 742 and James Manor Survey No. 40, Abstract No. 546 City of Manor, Travis County, Texas; said 322.622 acres being more particularly described as follows:

BEGINNING, at a found ½ inch iron rod located in the northerly line of U.S. 290 East (Variable R.O.W), from which a found ½ inch iron rod bears N 81° 46' 36" E, 43.50 feet for the most southeasterly corner of that certain 3.056 acre tract conveyed to Cottonwood Holding, LTD., as recorded in Volume 12266, Page 1144 of the Official Record of Travis County, Texas;

THENCE, North 67° 22' 19" West, along the said 3.056 acre tract, 348.58 feet, to a point located in the northeasterly line of Gregg Manor Road;

THENCE, South 79° 12' 13" West, crossing said Gregg Manor Road, 82.72 feet, to a point;

THENCE, leaving said Gregg Manor Road and along the that certain 3.559 acre tract conveyed to Haywood-Schneider Land, as recorded in Document No. 2003152493 of the Official Record of Travis County, Texas, the following courses;

North 39° 38' 34" West, 247.22 feet, to a point;
South 11° 34' 33" West, 229.22 feet, to a point;
South 77° 09' 04" West, 384.67 feet, to a point;
South 12° 40' 50" West, 203.70 feet, to a point located along northerly line of U.S. 290 East (Variable R.O.W);

THENCE, South 12° 21' 29" West, crossing said U.S. 290 East, 172.10 feet, to a point marking the northwesterly corner of that certain 20.00 acre tract conveyed to Robert L. Johnson, Curt D. Johnson and Gerald W. Broesche as recorded in Document No. 2003030623 of the Official Record of Travis County, Texas;

THENCE, leaving said U.S. 290 East and along the said 20.00 acre tract and that certain 29.982 acre tract conveyed to Aus-Tex Part and Service, LTD. as recorded in Document No. 2003013586 of the Official Record of Travis County, Texas, the following courses;

South 12° 17' 18" West, 619.08 feet, to a point;
South 12° 21' 58" West, 351.11 feet, to a point;
South 73° 34' 57" East, 146.20 feet, to a point;
South 03° 04' 01" West, 335.29 feet, to a point;
South 81° 36' 06" East, 357.77 feet, to a point;
South 61° 11' 08" East, 38.59 feet, to a point;
South 60° 22' 36" East, 399.08 feet, to a point;

THENCE, along that certain 105.17 acre tract conveyed to Las Entradas Development as recorded in Document No. 2007002485 of the Official Record of Travis County, Texas, the following courses;

South 10° 39' 14" West, 572.76 feet, to a point;
North 82° 37' 38" West, 250.37 feet, to a point;
North 85° 52' 15" West, 549.56 feet, to a point;
North 09° 37' 11" East, 183.55 feet, to a point;
North 03° 33' 06" East, 33.48 feet, to a point;
North 05° 30' 59" East, 168.03 feet, to a point;
North 05° 31' 51" East, 64.05 feet, to a point;
North 80° 24' 18" West, 573.95 feet, to a point;
South 08° 48' 04" East, 231.54 feet, to a point;
South 08° 48' 17" East, 141.01 feet, to a point;
South 11° 34' 05" East, 160.41 feet, to a point;
North 86° 45' 04" West, 649.61 feet, to a point;
South 83° 51' 53" West, 672.58 feet, to a point;
North 86° 43' 23" West, 66.80 feet, to a point;
North 14° 02' 26" West, 197.68 feet, to a point;
North 04° 09' 56" East, 15.80 feet, to a point;
North 57° 00' 04" West, 309.03 feet, to a point;
North 34° 35' 04" West, 53.35 feet, to a point;
North 46° 33' 04" West, 133.26 feet, to a point;

JGM
3/28/2018

North 61° 56' 04" West, 120.87 feet, to a point;
North 47° 28' 04" West, 32.98 feet, to a point;
North 36° 26' 04" West, 85.00 feet, to a point;
North 13° 24' 04" West, 77.96 feet, to a point;
North 44° 52' 04" West, 306.10 feet, to a point;
North 38° 43' 04" West, 32.56 feet, to a point;
North 46° 16' 04" West, 108.84 feet, to a point;
North 46° 27' 04" West, 64.79 feet, to a point;
North 37° 49' 04" West, 121.78 feet, to a point;
North 03° 19' 04" West, 11.56 feet, to a point;

THENCE, North 15° 34' 13" West, crossing said U.S. 290 East, 223.84 feet, to a point located along that certain 104.823 acre tract conveyed to Entradas Development as recorded in Document No. 2007002485 of the Official Record of Travis County, Texas;

THENCE, North 27° 26' 43" East, leaving said U.S. 290 East and along the said 104.823 acre tract, 3034.79 feet, to a point located in the southwesterly line of Hill Lane;

THENCE, South 63° 12' 24" East, along the southwesterly line of Hill Lane, 2252.36 feet, to a point located in the westerly line of Gregg Manor Road;

THENCE, along the westerly line of Gregg Manor Road, the following courses;

North 13° 34' 46" East, 53.63 feet, to a point;
North 04° 53' 08" East, 117.43 feet, to a point;
Northerly, along the arc of curve to the right having a radius of 614.73 feet, a central angle 09° 20' 28", an arc length of 100.22 feet and chord bearing: N 00° 11' 43" E, 100.11 feet, to a point;
North 04° 51' 57" East, 833.24 feet, to a point;
Northerly, along the arc of curve to the left having a radius of 2575.90 feet, a central angle 09° 40' 42", an arc length of 435.12 feet and chord bearing: N 00° 40' 15" E, 434.60 feet, to a point;
North 04° 01' 21" West, 282.81 feet, to a point;
Northwesterly, along the arc of curve to the left having a radius of 1395.33 feet, a central angle 23° 13' 10", an arc length of 565.46 feet and chord bearing: N 15° 38' 22" E, 561.60 feet, to a point;
North 27° 21' 21" West, 201.34 feet, to a point;

THENCE, North 84° 27' 59" East, crossing said Gregg Manor Road, 86.34 feet, to a point located in the easterly line of Gregg Manor Road and further being located in the city limit line of the City of Manor, Texas;

THENCE, along the said City of Manor city limit line, the following courses;

South 68° 38' 34" East, 20.29 feet, to a point;
North 87° 35' 02" East, 154.83 feet, to a point;
South 88° 49' 45" East, 191.14 feet, to a point;
South 84° 29' 37" East, 242.10 feet, to a point;
South 83° 37' 30" East, 194.12 feet, to a point;
South 71° 55' 15" East, 215.07 feet, to a point;
South 73° 32' 19" East, 208.84 feet, to a point;

THENCE, along Lot 4 of the Shadowglen Golf Course, as recorded in Document No. 200300186 of the Official Record of Travis County, Texas, the following courses;

South 16° 25' 54" West, 276.21 feet, to a point;
South 79° 57' 28" West, 142.22 feet, to a point;
South 63° 07' 31" West, 335.29 feet, to a point;
South 14° 00' 02" West, 124.24 feet, to a point;

THENCE, along that certain 2.2903 acre tract conveyed to Shadowglen Golf L.P. as recorded in Document No. 2001210550 of the Official Record of Travis County, Texas, following courses;

South 74° 55' 20" West, 275.22 feet, to a point;
South 15° 16' 29" East, 53.26 feet, to a point;

THENCE, South 85° 55' 48" West, along that certain 1.00 acre tract conveyed to Metro H2O L.T.D. as recorded in Document No. 2002089665 of the Official Record of Travis County, Texas, 154.83 feet, to a point;

THENCE, along the easterly line of Gregg Manor Road, the following courses;

South 04° 01' 21" East, 136.34 feet, to a point;
Southeasterly, along the arc of curve to the right having a radius of 2344.40 feet, a central angle 08° 48' 22", an arc length of 360.32 feet and chord bearing: N 00° 09' 10" E, 359.97 feet, to a point;
South 04° 10' 46" West, 91.85 feet, to a point;
South 04° 50' 30" West, 833.69 feet, to a point;
Southwesterly, along the arc of curve to the right having a radius of 533.18 feet, a central angle 01° 11' 11", an arc length of 11.04 feet and chord bearing: S 03° 56' 55" W, 11.04 feet, to a point;

THENCE, leaving said Gregg Manor Road and along that certain 3.056 acre tract conveyed to Cottonwood Holding, L.T.D., as recorded in Volume 12266, Page 1144 of the Official Record of Travis County, Texas, the following courses;

North 89° 55' 50" East, 708.30 feet, to a point;
South 01° 55' 56" East, 149.65 feet, to a point;
North 57° 30' 39" East, 320.38 feet, to a point;
North 57° 05' 36" East, 18.82 feet, to a point;
North 60° 18' 53" East, 18.23 feet, to a point;
North 60° 14' 49" East, 220.49 feet, to a point;
North 18° 14' 56" East, 33.39 feet, to a point;

THENCE, North 25° 15' 31" East, crossing Lexington Boulevard, 113.40 feet, to a point;

THENCE, leaving said Lexington Boulevard and along the said Lots 2 and 3 of the Shadowglen Golf Course, the following courses;

South 87° 53' 05" East, 261.59 feet, to a point;
South 52° 27' 37" East, 87.38 feet, to a point;
South 87° 36' 38" East, 209.38 feet, to a point;
North 63° 56' 55" East, 121.56 feet, to a point;
South 25° 58' 20" East, 136.94 feet, to a point;
South 72° 21' 35" East, 461.95 feet, to a point;
South 17° 28' 29" West, 285.30 feet, to a point;
South 44° 15' 08" East, 561.73 feet, to a point;

THENCE, South 53° 13' 12" East, crossing the said U.S. 290 East, 349.36 feet, to a point;

THENCE, leaving the said U.S. 290 East and along that certain 58.134 acres tract conveyed to Cottonwood Holding, L.T.D. as recorded in Volume 12266, Page 1144 of the Official Record of Travis County, Texas, the following courses;

North 87° 14' 07" East, 812.47 feet, to a point;
North 87° 15' 45" East, 930.27 feet, to a point;
South 28° 11' 17" West, 1226.86 feet, to a point;
North 89° 15' 46" West, 454.31 feet, to a point;
South 28° 14' 13" West, 294.84 feet, to a point;
North 63° 31' 16" West, 100.02 feet, to a point;
North 28° 10' 44" East, 100.10 feet, to a point;
North 63° 27' 47" West, 50.02 feet, to a point;
South 28° 10' 44" West, 100.15 feet, to a point;
North 63° 31' 16" West, 157.37 feet, to a point;
North 62° 45' 30" West, 610.60 feet, to a point;
North 10° 32' 35" East, 471.64 feet, to a point;
North 02° 45' 17" West, 363.04 feet, to a point;

THENCE, North 53° 13' 12" East, across the said U.S. 290 East, 331.39 feet, to a point;

THENCE, leaving the said U.S. 290 East and along that certain 8.320 acres tract conveyed to Cottonwood Holding, L.T.D. as recorded in Volume 12266, Page 1144 of the Official Record of Travis County, Texas, the following courses;

North 05° 24' 57" West, 84.45 feet, to a point;

Northwesterly, along the arc of curve to the left having a radius of 72.00 feet, a central angle 38° 55' 45", an arc length of 48.92 feet and chord bearing: N 35° 28' 04" W, 47.98 feet, to a point;
North 54° 56' 01" West, 91.20 feet, to a point;
Northwesterly, along the arc of curve to the right having a radius of 5.00 feet, a central angle 52° 08' 21", an arc length of 4.55 feet and chord bearing: N 28° 51' 48" W, 4.39 feet, to a point;
North 02° 48' 12" West, 56.44 feet, to a point;
North 44° 10' 51" West, 175.41 feet, to a point;
North 67° 00' 10" West, 63.02 feet, to a point;
South 52° 54' 13" West, 85.65 feet, to a point;
South 87° 11' 48" West, 258.09 feet, to a point;
South 88° 20' 35" West, 49.98 feet, to a point;
South 87° 11' 50" West, 28.06 feet, to a point;
South 67° 55' 05" West, 43.92 feet, to a point;
South 87° 12' 20" West, 176.10 feet, to a point;

THENCE, South 86° 51' 07" West, crossing Lexington Boulevard, 94.24 feet, to a point;

THENCE, leaving the said Lexington Boulevard and along the said 3.056 acres tract, the following courses;

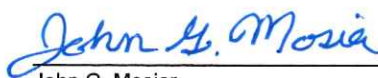
South 07° 15' 14" East, 45.09 feet, to a point;
South 87° 01' 08" West, 313.45 feet, to a point;
South 78° 26' 52" West, 338.63 feet, to a point;
South 09° 49' 28" East, 236.78 feet, to a point;
North 62° 40' 18" West, 145.72 feet, to a point;
South 10° 38' 50" West, 177.87 feet, to a point;
South 81° 46' 36" West, 43.50 feet, to the **POINT OF BEGINNING** and containing 322.622 acres (14,053,422 square feet) of land, more or less;

SAVE AND EXCEPT: 0.968 ACRES (42,156 square feet), Lot 3, Block A, Las Entradas South Section 1, as described in Document No. 201200083 Official Records Travis County Texas.

SAVE AND EXCEPT: 0.978 ACRES (42,587 square feet), Lot 4, Block A, Las Entradas South Section 1, as described in Document No. 201200083 Official Records Travis County Texas.

SAVE AND EXCEPT: 2.051 ACRES (89,354 square feet), Lot 5, Block A, Las Entradas South Section 1, as described in Document No. 201200083 Official Records Travis County Texas.

Kimley-Horn and Associates, Inc.



John G. Mosier
Registered Professional Land Surveyor #6330
Ph. 210-321-3402
greg.mosier@kimley-horn.com

Signature Date: _____

3/28/2018

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.

Agreement Regarding the Dissolution of the EntradaGlen Public Improvement District

This Agreement Regarding the Dissolution of the EntradaGlen Public Improvement District (the “Agreement”) is entered into on this ____ day of _____, 2018 by Cottonwood Holdings, Ltd., Shadowglen Development Corporation, and Las Entradas Development Corporation (the “Developer”) and the City of Manor, a Texas home rule municipality (the “City”), hereinafter sometimes referred to collectively as the Parties.

Whereas, the Developer requested the City establish the EntradaGlen Public Improvement District (the “District”) in that certain Petition for the Creation of a Public Improvement District to Finance Certain Improvements benefitting the Las Entradas and Shadow Glen Subdivisions dated August 16, 2017 (the “Petition”) and amended by the Amended Petition for the Creation of a Public Improvement District to Finance Certain Improvements to Las Entradas and ShadowGlen Subdivisions (EntradaGlen Public Improvement District);

Whereas, on the same date that the parties entered into this Agreement, the City approved the formation of the District over the Property described in **Exhibit A**, attached hereto and incorporated herein for all purposes, by Resolution No. _____ (the “Resolution”);

Whereas, the Developer has requested the City to issue bonds to assist with the financing of certain public improvements identified in the Resolution (the “PID Bonds”); and

Whereas, the parties desire to provide for the dissolution of the District if special assessments are not levied or the PID Bonds are not issued by the deadline set forth herein;

NOW, THEREFORE, for and in consideration of the above recitals and the terms, conditions and agreements stated in this Agreement, the parties agree as follows:

1. The Developer agrees that this Agreement constitutes Developer’s petition to dissolve the District under Section 372.011, Texas Local Government Code, and the City is hereby authorized to dissolve the District, in the event that the first issuance of PID Bonds or a levy of special assessments does not occur by August 31, 2021, (the “Authorization”). The Developer will not oppose the City’s dissolution of the District undertaken in accordance with this Agreement, and will cooperate with the City to cause the District to be dissolved. The Authorization shall terminate and expire upon the earlier of (i) the levy of special assessments or (ii) the first issuance of the PID Bonds.
2. This Agreement shall be a covenant running with the land and shall be binding upon future owners of the Property or portions thereof and shall further be binding upon and inure to the benefit of the parties, and their successors and assigns. Owner shall cause any person or entity to whom Owner transfers the Property or any portion thereof (the “Subsequent Owner”) to execute a document containing language substantially similar to that set forth in paragraph 1 granting the City the authorization to dissolve the District as provided in paragraph 1. Owner shall provide the City with a copy of said document.

3. This Agreement may be amended only by a written instrument executed by all the Parties. Upon satisfaction of one of the conditions set forth in paragraph 1, the City will execute an instrument confirming the termination and expiration of this Agreement so that it can be recorded in the Official Public Records of Travis County, Texas.
4. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflict of laws provisions, and venue shall lie in Travis County, Texas.
5. It is acknowledged and agreed by the Parties that time is of the essence in the performance of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement and this Agreement is effective as of the first date indicated above.

CITY:
City of Manor, Texas
 a Texas home-rule municipal corporation

Attest:

By: _____
 Name: Lluvia Tijerina
 Title: City Secretary

By: _____
 Name: Rita Jonse
 Title: Mayor

THE STATE OF TEXAS §
COUNTY OF TRAVIS §

This instrument was acknowledged before me on this ____ day of _____, 2018, by Rita Jonse, Mayor of the City of Manor, Texas, a Texas home-rule municipal corporation, on behalf of said corporation.

(SEAL)

 Notary Public, State of Texas

DEVELOPER:

COTTONWOOD HOLDINGS, LTD., a Texas
limited partnership

By: COTTONWOOD GENERAL PARTNER,
L.L.C., a Texas limited liability company,
as General Partner

By: _____

Name: Peter A. Dwyer

Title: President

ACKNOWLEDGMENT

THE STATE OF TEXAS §
COUNTY OF TRAVIS §

This instrument was acknowledged before me on this _____ day of _____,
2018, by Peter A. Dwyer, President of Cottonwood General Partner, L.L.C., a Texas limited
liability company, General Partner of Cottonwood Holdings, Ltd., a Texas limited partnership on
behalf of that limited liability company and limited partnership.

(SEAL)

Notary Public, State of Texas

SHADOWGLEN DEVELOPMENT CORPORATION,
a Texas corporation

By: _____

Name: Peter A. Dwyer

Title: President

ACKNOWLEDGMENT

THE STATE OF TEXAS §
COUNTY OF TRAVIS §

This instrument was acknowledged before me on this _____ day of _____,
2018, by Peter A. Dwyer, President of Shadowglen Development Corporation, a Texas
corporation, on behalf of that corporation.

(SEAL)

Notary Public, State of Texas

LAS ENTRADAS DEVELOPMENT CORPORATION,
a Texas corporation

By: _____
Name: Peter A. Dwyer
Title: President

ACKNOWLEDGMENT

THE STATE OF _____ §
COUNTY OF _____ §

This instrument was acknowledged before me on this _____ day of _____,
2018, by Peter A. Dwyer, President of Las Entradas Development Corporation, a Texas
corporation, on behalf of that corporation.

(SEAL)

Notary Public, State of Texas

Exhibit “A”

The Property

**A METES AND BOUNDS
DESCRIPTION OF
318.625 ACRES OF LAND**

BEING 322.622 acres of land being all situated in William Standerford Survey No. 69, Abstract No. 742 and James Manor Survey No. 40, Abstract No. 546 City of Manor, Travis County, Texas; said 322.622 acres being more particularly described as follows:

BEGINNING, at a found ½ inch iron rod located in the northerly line of U.S. 290 East (Variable R.O.W), from which a found ½ inch iron rod bears N 81° 46' 36" E, 43.50 feet for the most southeasterly corner of that certain 3.056 acre tract conveyed to Cottonwood Holding, LTD., as recorded in Volume 12266, Page 1144 of the Official Record of Travis County, Texas;

THENCE, North 67° 22' 19" West, along the said 3.056 acre tract, 348.58 feet, to a point located in the northeasterly line of Gregg Manor Road;

THENCE, South 79° 12' 13" West, crossing said Gregg Manor Road, 82.72 feet, to a point;

THENCE, leaving said Gregg Manor Road and along the that certain 3.559 acre tract conveyed to Haywood-Schneider Land, as recorded in Document No. 2003152493 of the Official Record of Travis County, Texas, the following courses;

North 39° 38' 34" West, 247.22 feet, to a point;
South 11° 34' 33" West, 229.22 feet, to a point;
South 77° 09' 04" West, 384.67 feet, to a point;
South 12° 40' 50" West, 203.70 feet, to a point located along northerly line of U.S. 290 East (Variable R.O.W);

THENCE, South 12° 21' 29" West, crossing said U.S. 290 East, 172.10 feet, to a point marking the northwesterly corner of that certain 20.00 acre tract conveyed to Robert L. Johnson, Curt D. Johnson and Gerald W. Broesche as recorded in Document No. 2003030623 of the Official Record of Travis County, Texas;

THENCE, leaving said U.S. 290 East and along the said 20.00 acre tract and that certain 29.982 acre tract conveyed to Aus-Tex Part and Service, LTD. as recorded in Document No. 2003013586 of the Official Record of Travis County, Texas, the following courses;

South 12° 17' 18" West, 619.08 feet, to a point;
South 12° 21' 58" West, 351.11 feet, to a point;
South 73° 34' 57" East, 146.20 feet, to a point;
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North 05° 31' 51" East, 64.05 feet, to a point;
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North 04° 09' 56" East, 15.80 feet, to a point;
North 57° 00' 04" West, 309.03 feet, to a point;
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JGM
3/28/2018

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North 36° 26' 04" West, 85.00 feet, to a point;
North 13° 24' 04" West, 77.96 feet, to a point;
North 44° 52' 04" West, 306.10 feet, to a point;
North 38° 43' 04" West, 32.56 feet, to a point;
North 46° 16' 04" West, 108.84 feet, to a point;
North 46° 27' 04" West, 64.79 feet, to a point;
North 37° 49' 04" West, 121.78 feet, to a point;
North 03° 19' 04" West, 11.56 feet, to a point;

THENCE, North 15° 34' 13" West, crossing said U.S. 290 East, 223.84 feet, to a point located along that certain 104.823 acre tract conveyed to Entradas Development as recorded in Document No. 2007002485 of the Official Record of Travis County, Texas;

THENCE, North 27° 26' 43" East, leaving said U.S. 290 East and along the said 104.823 acre tract, 3034.79 feet, to a point located in the southwesterly line of Hill Lane;

THENCE, South 63° 12' 24" East, along the southwesterly line of Hill Lane, 2252.36 feet, to a point located in the westerly line of Gregg Manor Road;

THENCE, along the westerly line of Gregg Manor Road, the following courses;

North 13° 34' 46" East, 53.63 feet, to a point;
North 04° 53' 08" East, 117.43 feet, to a point;
Northerly, along the arc of curve to the right having a radius of 614.73 feet, a central angle 09° 20' 28", an arc length of 100.22 feet and chord bearing: N 00° 11' 43" E, 100.11 feet, to a point;
North 04° 51' 57" East, 833.24 feet, to a point;
Northerly, along the arc of curve to the left having a radius of 2575.90 feet, a central angle 09° 40' 42", an arc length of 435.12 feet and chord bearing: N 00° 40' 15" E, 434.60 feet, to a point;
North 04° 01' 21" West, 282.81 feet, to a point;
Northwesterly, along the arc of curve to the left having a radius of 1395.33 feet, a central angle 23° 13' 10", an arc length of 565.46 feet and chord bearing: N 15° 38' 22" E, 561.60 feet, to a point;
North 27° 21' 21" West, 201.34 feet, to a point;

THENCE, North 84° 27' 59" East, crossing said Gregg Manor Road, 86.34 feet, to a point located in the easterly line of Gregg Manor Road and further being located in the city limit line of the City of Manor, Texas;

THENCE, along the said City of Manor city limit line, the following courses;

South 68° 38' 34" East, 20.29 feet, to a point;
North 87° 35' 02" East, 154.83 feet, to a point;
South 88° 49' 45" East, 191.14 feet, to a point;
South 84° 29' 37" East, 242.10 feet, to a point;
South 83° 37' 30" East, 194.12 feet, to a point;
South 71° 55' 15" East, 215.07 feet, to a point;
South 73° 32' 19" East, 208.84 feet, to a point;

THENCE, along Lot 4 of the Shadowglen Golf Course, as recorded in Document No. 200300186 of the Official Record of Travis County, Texas, the following courses;

South 16° 25' 54" West, 276.21 feet, to a point;
South 79° 57' 28" West, 142.22 feet, to a point;
South 63° 07' 31" West, 335.29 feet, to a point;
South 14° 00' 02" West, 124.24 feet, to a point;

THENCE, along that certain 2.2903 acre tract conveyed to Shadowglen Golf L.P. as recorded in Document No. 2001210550 of the Official Record of Travis County, Texas, following courses;

South 74° 55' 20" West, 275.22 feet, to a point;
South 15° 16' 29" East, 53.26 feet, to a point;

THENCE, South 85° 55' 48" West, along that certain 1.00 acre tract conveyed to Metro H2O L.T.D. as recorded in Document No. 2002089665 of the Official Record of Travis County, Texas, 154.83 feet, to a point;

THENCE, along the easterly line of Gregg Manor Road, the following courses;

South 04° 01' 21" East, 136.34 feet, to a point;
Southeasterly, along the arc of curve to the right having a radius of 2344.40 feet, a central angle 08° 48' 22", an arc length of 360.32 feet and chord bearing: N 00° 09' 10" E, 359.97 feet, to a point;
South 04° 10' 46" West, 91.85 feet, to a point;
South 04° 50' 30" West, 833.69 feet, to a point;
Southwesterly, along the arc of curve to the right having a radius of 533.18 feet, a central angle 01° 11' 11", an arc length of 11.04 feet and chord bearing: S 03° 56' 55" W, 11.04 feet, to a point;

THENCE, leaving said Gregg Manor Road and along that certain 3.056 acre tract conveyed to Cottonwood Holding, L.T.D., as recorded in Volume 12266, Page 1144 of the Official Record of Travis County, Texas, the following courses;

North 89° 55' 50" East, 708.30 feet, to a point;
South 01° 55' 56" East, 149.65 feet, to a point;
North 57° 30' 39" East, 320.38 feet, to a point;
North 57° 05' 36" East, 18.82 feet, to a point;
North 60° 18' 53" East, 18.23 feet, to a point;
North 60° 14' 49" East, 220.49 feet, to a point;
North 18° 14' 56" East, 33.39 feet, to a point;

THENCE, North 25° 15' 31" East, crossing Lexington Boulevard, 113.40 feet, to a point;

THENCE, leaving said Lexington Boulevard and along the said Lots 2 and 3 of the Shadowglen Golf Course, the following courses;

South 87° 53' 05" East, 261.59 feet, to a point;
South 52° 27' 37" East, 87.38 feet, to a point;
South 87° 36' 38" East, 209.38 feet, to a point;
North 63° 56' 55" East, 121.56 feet, to a point;
South 25° 58' 20" East, 136.94 feet, to a point;
South 72° 21' 35" East, 461.95 feet, to a point;
South 17° 28' 29" West, 285.30 feet, to a point;
South 44° 15' 08" East, 561.73 feet, to a point;

THENCE, South 53° 13' 12" East, crossing the said U.S. 290 East, 349.36 feet, to a point;

THENCE, leaving the said U.S. 290 East and along that certain 58.134 acres tract conveyed to Cottonwood Holding, L.T.D. as recorded in Volume 12266, Page 1144 of the Official Record of Travis County, Texas, the following courses;

North 87° 14' 07" East, 812.47 feet, to a point;
North 87° 15' 45" East, 930.27 feet, to a point;
South 28° 11' 17" West, 1226.86 feet, to a point;
North 89° 15' 46" West, 454.31 feet, to a point;
South 28° 14' 13" West, 294.84 feet, to a point;
North 63° 31' 16" West, 100.02 feet, to a point;
North 28° 10' 44" East, 100.10 feet, to a point;
North 63° 27' 47" West, 50.02 feet, to a point;
South 28° 10' 44" West, 100.15 feet, to a point;
North 63° 31' 16" West, 157.37 feet, to a point;
North 62° 45' 30" West, 610.60 feet, to a point;
North 10° 32' 35" East, 471.64 feet, to a point;
North 02° 45' 17" West, 363.04 feet, to a point;

THENCE, North 53° 13' 12" East, across the said U.S. 290 East, 331.39 feet, to a point;

THENCE, leaving the said U.S. 290 East and along that certain 8.320 acres tract conveyed to Cottonwood Holding, L.T.D. as recorded in Volume 12266, Page 1144 of the Official Record of Travis County, Texas, the following courses;

North 05° 24' 57" West, 84.45 feet, to a point;

Northwesterly, along the arc of curve to the left having a radius of 72.00 feet, a central angle 38° 55' 45", an arc length of 48.92 feet and chord bearing: N 35° 28' 04" W, 47.98 feet, to a point;
North 54° 56' 01" West, 91.20 feet, to a point;
Northwesterly, along the arc of curve to the right having a radius of 5.00 feet, a central angle 52° 08' 21", an arc length of 4.55 feet and chord bearing: N 28° 51' 48" W, 4.39 feet, to a point;
North 02° 48' 12" West, 56.44 feet, to a point;
North 44° 10' 51" West, 175.41 feet, to a point;
North 67° 00' 10" West, 63.02 feet, to a point;
South 52° 54' 13" West, 85.65 feet, to a point;
South 87° 11' 48" West, 258.09 feet, to a point;
South 88° 20' 35" West, 49.98 feet, to a point;
South 87° 11' 50" West, 28.06 feet, to a point;
South 67° 55' 05" West, 43.92 feet, to a point;
South 87° 12' 20" West, 176.10 feet, to a point;

THENCE, South 86° 51' 07" West, crossing Lexington Boulevard, 94.24 feet, to a point;

THENCE, leaving the said Lexington Boulevard and along the said 3.056 acres tract, the following courses;

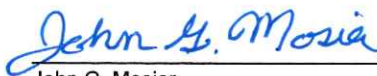
South 07° 15' 14" East, 45.09 feet, to a point;
South 87° 01' 08" West, 313.45 feet, to a point;
South 78° 26' 52" West, 338.63 feet, to a point;
South 09° 49' 28" East, 236.78 feet, to a point;
North 62° 40' 18" West, 145.72 feet, to a point;
South 10° 38' 50" West, 177.87 feet, to a point;
South 81° 46' 36" West, 43.50 feet, to the **POINT OF BEGINNING** and containing 322.622 acres (14,053,422 square feet) of land, more or less;

SAVE AND EXCEPT: 0.968 ACRES (42,156 square feet), Lot 3, Block A, Las Entradas South Section 1, as described in Document No. 201200083 Official Records Travis County Texas.

SAVE AND EXCEPT: 0.978 ACRES (42,587 square feet), Lot 4, Block A, Las Entradas South Section 1, as described in Document No. 201200083 Official Records Travis County Texas.

SAVE AND EXCEPT: 2.051 ACRES (89,354 square feet), Lot 5, Block A, Las Entradas South Section 1, as described in Document No. 201200083 Official Records Travis County Texas.

Kimley-Horn and Associates, Inc.



John G. Mosier
Registered Professional Land Surveyor #6330
Ph. 210-321-3402
greg.mosier@kimley-horn.com

Signature Date: _____

3/28/2018

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.



AGENDA ITEM NO. ⁵_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 18 , 2018

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on matters related to the Home Rule Charter and proposed amendments.

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 take action on matters related to the Home Rule Charter and proposed amendments.

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



AGENDA ITEM NO. 6

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 18, 2018

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve a disbursement of Hotel Occupancy Tax Funds to the Manor Chamber of Commerce for the Manor Heritage Festival.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Hotel Occupancy Tax Application

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve a disbursement of Hotel Occupancy Tax Funds in the amount of \$3,584.63 to the Manor Chamber of Commerce, for the Manor Heritage Festival.

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



Hotel Occupancy Tax Application

(Page 1 of 4)

Organization Information

Date: April 11, 2018 **Name of Organization:** Manor Chamber of Commerce

Address: P. O. Box 936

City, State, Zip: Manor, Texas 78653

Contact Name: Vicki McFarland **Contact Phone Number:** (512) 272-5699

Contact Email Address: manorchamber@att.net **Amount requested:** \$3,584.63

Web site address for event or sponsoring entity: www.manorchamberofcommerce.com

Organization's tax status: Non-profit - XXX private/for profit _____ **Tax ID #** 74-2499861

Organization's creation date: 2003

Purpose of Organization: The Manor Chamber of Commerce is dedicated to advancing the general welfare and prosperity of the Manor area including the promotion of events, tourism, the hotel industry as well as promoting local business establishments. The Chamber of Commerce sponsors community-wide events that are free to the public. Attendance at the events sponsored by the Chamber brings more people to the City who shop at local businesses and spend their money locally.

Event or program

Name of event or program: 5th Annual Manor Heritage Festival

Date of event or program: Friday/Saturday, April 27-28, 2018

Primary location of event or program: Burnet Street/Parsons Street at downtown Manor

Primary purpose of funded event/program: The purpose of the Manor Heritage Festival is to provide a community-wide event that is free to the public. Local vendors and local businesses will be utilized to provide arts, crafts and food booths and to showcase local businesses. The Festival will showcase Manor ISD student performers and highlight works of art made by local artists and craftsmen.

Projected number of attendees: Approximately 1,500 participants

Projected number of overnight visitors: Cannot determine prior to the Festival but can provide after the Festival.



(Page 2 of 4)

Projected number of overnight stays: A block of “Heritage Festival” rooms will be made available to Festival goers, but we cannot determine this information prior to the Festival. Once the Festival is over, we will check with hotel staff to see if any Festival goers utilized the “Festival” rooms.

Relevant historical data: In 2014, this event was held at the Manor ISD Athletic Complex located on FM 973.

Vendors and participants alike urged the Chamber to return the Festival to its “original location” since there was a long-time association with “downtown Manor”. We listened to the people and moved the festival back to Jennie Lane Park and surrounding streets in 2015 and 2016. Unfortunately, there is limited space for vendors and space for musical performers. In 2018, we moved the location to Burnet Street in front of the “old” City Hall which will allow for a street dance utilizing a professional stage. This space will also allow us to have space for more vendors.

Relevant Manor hotel activity (as it pertains to this event or program or previous ones; include information about room blocks. Arrangements have been made with the local hotel for the past several years to accommodate overnight guests. We have made these arrangements with the local hotel again for 2018. Promotion of the special rate is posted on vendor applications.

Percentage of attendees staying in Manor hotels: Cannot determine until after the Festival. We will get this information from hotel staff members.

Please provide information about past events or programs; identify hotel occupancy tax funding assistance; and number of hotel rooms utilized: A block of 4 rooms were requested for the 2015, 2016 and 2017 Festivals. Unfortunately, none of the rooms were utilized by Festival goers.

Identify methods to measure the impact of event or program on Manor hotel activity: After the 2018 Festival, we will contact hotel staff members to determine the number of Festival-goers who utilized the block of rooms.

(Page 3 of 4)



List other organizations, grants, or funding sources for event or program (include other municipalities): We will charge a \$50 fee booth for vendors and will seek local businesses/Chamber members to help underwrite the Festival. Businesses who provide sponsorships will be recognized on signs, on the Chamber's website and other social media – which will enhance the reputation of the Manor businesses as supporters of their community. However, the use of the Hotel Occupancy Tax funds will provide the largest portion of funding which will allow us to promote the Festival in the local weekly newspaper, surrounding newspapers, to purchase signs to be posted throughout the area, and to pay for printing costs for fliers to be distributed to 5,000 elementary-age Manor ISD students. A portion of the Hotel Occupancy Tax funds will be used to pay for the services of musical groups that will promote the arts. We will heavily promote the Festival and will utilize the funds for publicity and advertising.

Please list all events that your organization hosts: The Manor Chamber of Commerce hosts grand openings for newly established businesses. In 2016, the Chamber 10 hosted ribbon cuttings for new businesses opening in Manor and hosted 5 ribbon cuttings in 2017. Since January, 2018, the Chamber has hosted 3 ribbon cuttings with more planned with the opening of new businesses under construction. These grand opening celebrations show-case the City and are a great indication of the City's willingness to encourage new businesses to build **HERE** – and not elsewhere. New businesses encourage more growth and more citizens move to the area to enjoy the services provided and more growth promotes increased sales tax revenues which will help the City in many ways. Other yearly events sponsored by the Chamber of Commerce include a Clothing Drive to benefit the clients at the East Rural Center and Hope reSTOREd Center, a Veteran's Day Memorial Service, a Christmas Food Basket Drive for the East Rural Center and Christmas in the Park scheduled Sunday, December 9, 2018. The Chamber also hosts a monthly business meeting that allows members to network with each other to become aware of the services that our members offer. Three local restaurants provide the noon meal which also showcases their catering and food-preparation skills. Guest speakers provide information to business owners that help them operate their business. Recent guest speaker presentations have included updates on Manor ISD instructional programs and the construction of new campuses, commercial properties available for sale in the area, healthy eating habits, and the use of modular buildings in construction. Topics presented in previous years by guest speakers have included Manor Police Department, Emergency Services District #12, how the City of Manor issues building permits, the use of local sales tax, sexual harassment, legal issues in hiring and firing employees, health care changes, healthy lifestyle changes, tax laws, preventing bank fraud, the services provided by Bluebonnet Electric Cooperative and the construction process for Manor Commons Shopping Center.



Are any of the above events held at a Manor hotel? (Please list) - No events are held at the Manor Hotel.

Supplemental information required with application:

- ☒ P&L from previous year's program - See attached
- ☒ Projected budget for entire program - See attached
- ☒ List of board of directors with contact phone numbers - See attached
- ☒ Schedule of activities relating to your event/expenditure - See attached flier
- ☒ Copy of tax exempt certificate - See attached
- ☐ Copy of previous year finances upon request

Hotel occupancy tax funds, if awarded, are to be used solely for this event or program, in accordance with the Texas tax code, chapter 351.

Return application/post event form to:

*City of Manor
City Secretary
105 E. Eggleston / P.O. Box 387
Manor, TX 78653*

Manor Chamber of Commerce

Profit & Loss

January through December 2017

	Jan - Dec 17
Ordinary Income/Expense	
Income	
Fund Raiser Income	
Heritage Fest Income	
Concession Sales	600.00
Sponsor Income	13,250.00
Booth Fees	460.00
Total Heritage Fest Income	14,310.00
Christmas in the Park	
Concessions	730.00
Santa Photos	198.00
Sponsorships	2,120.00
Vendor Booths	440.00
Total Christmas in the Park	3,488.00
Meetings - Raffle Basket	774.00
Total Fund Raiser Income	18,572.00
Investment Fees	13,075.00
Meetings - Income	6,237.00
Sponsorship	2,200.00
Total Income	40,084.00
Gross Profit	40,084.00
Expense	
Event Expenses	
Veteran's Day Celebration	38.24
Total Event Expenses	38.24
Needs Coding	-25.00
Advertising & Promotions	30.00
Bank Service Charges	12.00
Charitable Contributions	1,250.00
Facility Use	350.00
Fundraiser - Expense	
Heritage Fest	
Heritage Fest-HOT Funds Expense	6,529.80
Security	1,350.00
Set Up Expense	1,418.00
Total Heritage Fest	9,297.80
Christmas in the Park	
Santa Picture Expense	36.17
Set Up Expenses	530.52
Security	240.00
Concession Items	197.07
Total Christmas in the Park	1,003.76
Total Fundraiser - Expense	10,301.56
Insurance	945.00
Meals & Entertainment	5,348.21
Misc Expense	90.83
Office Supplies	
Computer/Technology	865.81
Furniture	162.00
Office Supplies - Other	215.73
Total Office Supplies	1,243.54
Payroll	
Payroll Taxes	628.92
Payroll - Other	7,200.00
Total Payroll	7,828.92

2:43 PM
03/27/18
Accrual Basis

Manor Chamber of Commerce
Profit & Loss
January through December 2017

	Jan - Dec 17
Postage & Delivery	103.00
Property Taxes	17.04
Rent	5,400.00
Repair & Maintenance	75.00
Storage Fees	1,125.00
Supplies	10.76
Telephone & telecommunications	1,360.94
Utilities	
Electricity	662.99
Total Utilities	662.99
Total Expense	36,168.03
Net Ordinary Income	3,915.97
Other Income/Expense	
Other Income	
Interest Income	7.78
Total Other Income	7.78
Net Other Income	7.78
Net Income	3,923.75

Manor Heritage Festival – April 28-29, 2017

Income:

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Sponsors	\$6,750	\$3,102	\$4,150
HOT Funding	\$6,500	\$5,000	\$4,500
Vendor Booths	\$460	\$838	\$510
Concession Stand	\$600	\$669	\$709
Permits Reimburse	\$100	-	-
Total Income:	\$7,810	\$9,609	\$10,593

Bottom Line – Proceeds:

<u>2017</u>	<u>2016</u>	<u>2015</u>
\$5,042	\$2,900	\$3,601

Expenses reimbursed by HOT Funds

Advertising/Music

Decorations for fence & signs	\$117	
Printing (School Fliers)	\$150	
Signs (big, corner, sponsor)	\$470	
Friday Street Dance music	\$1,775	
Saturday Sound system	\$220	
Stage	\$1,670	
Banner advertising	\$659	
Ink, paper, envelopes, poster board	\$236	
Print ads (William County Sun, Taylor Press & Manor Community News)	<u>\$1,233</u>	
Total Expenses for HOT Funding	\$6,530	Requested \$6,500

Expenses incurred by the Chamber

Misc. expenses:

Food permits	\$294
100 chairs and 4 tables	\$124
Police	\$1,350
Portapotties	\$375
Tent	<u>\$725</u>
Total for Misc. Expenses	\$2,868

5th Annual Manor Heritage Festival – Fri/Sat April 27-28, 2018
2018 Projected Budget

HOT Funds: Advertising

Printing fliers and posters	\$182.43
Mike's Print Shop, TEC Copy & Print Shop	
Signs –	\$130
Skyline Graphics	
Newspaper advertising	<u>\$1,372.20</u>
Manor Community News, Elgin Courier, Taylor Press	
Total	\$1,684.63

HOT Funds: Music/ Promoting the Arts

Friday night musicians	\$1,800	Mia Music and Kenny Orts
Saturday musician	<u>\$100</u>	Juan Diaz
Total	\$1,900	

Total Projected Expenses using HOT Funds = \$3,584.63

Other Expenses NOT covered by HOT Funds

100 rental chairs/6 tables	\$136
Police	\$990
Portapotties	\$450
Stage	\$1,700
20x40 Tent	\$375
PA system for Saturday	\$600
Raffle basket items	\$75
Tee shirts	\$660
Total:	\$4,986

Other Sources of Funding For 2018 Manor Heritage Festival

Vendors pay a \$50 booth fee to participate in the Festival. Cannot determine at this time.

The Chamber solicits its members to serve as sponsors for the Festival.

Sponsorships - \$6,750 collected as of April 10, 2018



Our Mission

To serve and support our members so
Their success strengthens our community.

2018 Officers

Davina Merkel
President
Healing With Horses Ranch

LaTonya Sherrell
Vice President
TEC Copy and Print Shop

Debbie Young
Secretary

Nancy Boatright
Treasurer
Boatright Bookkeeping

Stacy O'Brien
Past President

Board Members

Dr. Royce Avery
Manor ISD

Tom Bolt
City of Manor

Cole Bolton
Frontier Bank – Elgin

Mary Brown
Austin Regional Clinic

Sean Donnelly
Frontier Bank - Manor

Canyon Franzetti
Canitan Technology

Kelly Howard
VIP Alterations & Sewing

Tim Schultz
Bluebonnet Electric Cooperative

Staff

Vicki McFarland

Listed on this sheet are the names of the 2018
Chamber Board of Directors.

To contact one of the board members, please call
the Chamber office at (512) 272-5699.

Manor Chamber of Commerce...where commerce and community intersect.

P.O. Box 936 Manor, Texas 78653 • Phone: (512) 272-5699 • Email: ManorChamber@att.net
www.ManorChamberOfCommerce.com

MANOR HERITAGE FESTIVAL 2018

Downtown ♦ Manor, TX ▪ manorchamber@att.net ♦ (512) 272-5699

April 27th & 28th DOWNTOWN MANOR

★ Burnet Street at Parsons Street ★

FRIDAY Events

★ ★
★ ★
FREE STREET DANCE

Featuring

KENNY ORTS

★ & NO CHANCE

8:45pm to 11:15pm

with Mia Music at 8pm

SATURDAY ★
Events 10am-5pm

ARTS & CRAFT BOOTHS

LIVE LOCAL ENTERTAINMENT

Sizzling hot Fajitas, tacos,
burgers, & more from
Ramos Restaurant & Sports Bar
FRIDAY & SATURDAY

SATURDAY ENTERTAINMENT LINEUP

- 10:30am Juan Diaz
- 11:00am Camp Gladiator
- 11:30am Manor New Tech MS
6th Grade Gladiator Choir
- 12:15pm Decker Middle School
Classical Guitars
- 1:00pm Dancin' Jazzi
- 2:00pm Manor Middle School
6th Grade Choir
- 2:30pm Oak Meadows Elem
Owlets Dance Company
- 3:00pm Manor HS Band

For booth information contact the Manor Chamber of Commerce



MANOR
HERITAGE
FESTIVAL

STREET DANCE

BURNET STREET

In front of the "Old" City Hall

FREE

FRIDAY
APRIL 27, 2018

NO COVER
CHARGE

Mia Music
8pm-8:30pm



Kenny Orts and
No Chance Band
8:45pm- 11:15pm

 **GREATER
MANOR**
CHAMBER OF COMMERCE
(512) 272-5699

 **CITY OF
MANOR**
EST. 1872
TEXAS

 **Frontier Bank**
of Texas



Invoices

Manor Community News (3)

Elgin Courier

Taylor Press

Mike's Print Shop

TEC Copy & Print Shop

Skyline Graphics

Mia Music 

Kenny Orts

Juan Diaz

MANOR COMMUNITY NEWS

Est. July 4th, 2014

MANOR, TEXAS

Free

Weekly

Advertising Contract

Client contact name Vicki McFarland Date 03/20/18

Company name: Manor Chamber of Commerce

Address 11250 US-290, Manor, Tx 78653

Phone 512-272-5699 Email pkb@sidco.com

Manor Community News will run the following ad on the following date(s) for the agreed upon price. Advertising copy and graphics must be received 1 week before the ad is to run.

Name of Ad Heritage Festival - Vendors Needed

Publishing Date	Size/Color	Price
March 23, 2018	1/8 B&W	\$105.00
April 6, 2018	1/8 B&W	\$105.00

Total= \$210.00
-5% Discount = \$10.50
Total= \$199.50

Client (Printed) of _____
Company (Printed)

Client's Signature Date Carolina Zertuche, MCN Account Manager

* Payment is net 15 days from first publication date.

MANOR COMMUNITY NEWS

Est. July 4th, 2014

MANOR, TEXAS

Free

Weekly

Advertising Contract

Client contact name Vicki McFarland Date 04/09/18

Company name: Manor Chamber of Commerce

Address 11250 US-290, Manor, Tx 78653

Phone 512-272-5699 Email info@manorchamber.com

Manor Community News will run the following ad on the following date(s) for the agreed upon price. Advertising copy and graphics must be received 1 week before the ad is to run.

Name of Ad Heritage Festival Festival

Publishing Date	Size/Color	Price
April 13, 2018	1/4 - B&W	\$220.50
April 22, 2018	1/4 - B&W	\$220.50

Total= \$441.00

-5% Discount = \$22.05

Subtotal= \$418.95



Downtown ♦ Manor, TX ♦ manorchamber.com ♦ (512) 272-5699

April 27th & 28th
DOWNTOWN MANOR
* Burnet Street at Parsons Street *

FRIDAY Events

★ ★ STREET DANCE
Featuring
★ KENNY ORTS
& NO CHANCE
8:45pm to 11:15pm
with Mo'Nique at 8pm

SATURDAY Events

★ ★ 10am-5pm

ARTS & CRAFT BOOTHS

LIVE LOCAL ENTERTAINMENT

Sizzling hot fajitas, tacos,
burgers, & more from
Ramos Restaurant & Sports Bar
FRIDAY & SATURDAY

SATURDAY ENTERTAINMENT LINEUP

10:30am Juan Diaz
11:00am Camp Gladiator
11:30am Manor New Tech HS
4th Grade Gladiators Choir
12:15pm Decker Middle School
Classical Guitars
1:00pm Dancin' Jazzi
2:00pm Manor Middle School
4th Grade Choir
2:30pm Oak Meadows Elem
Owlets Dance Company
2:00pm Manor HS Band



Client (Printed)

of

Company (Printed)

Client's Signature

Date

Carolina Zertuche, MCN Account Manager

* Payment is net 15 days from first publication date.

Manor Community News PO Box 601 Manor, Texas 78653
advertising@ManorCommunityNews.com

MANOR COMMUNITY NEWS

Est. July 4th, 2014

MANOR, TEXAS

Free

Weekly

Advertising Contract

Client contact name Vicki McFarland Date 04/09/18

Company name: Manor Chamber of Commerce

Address 11250 US-290, Manor, Tx 78653

Phone 512-272-5699 Email info@manorchamber.com

Manor Community News will run the following ad on the following date(s) for the agreed upon price. Advertising copy and graphics must be received 1 week before the ad is to run.

Name of Ad Heritage Festival - Street Dance

Publishing Date

Size/Color

Price

April 13, 2018

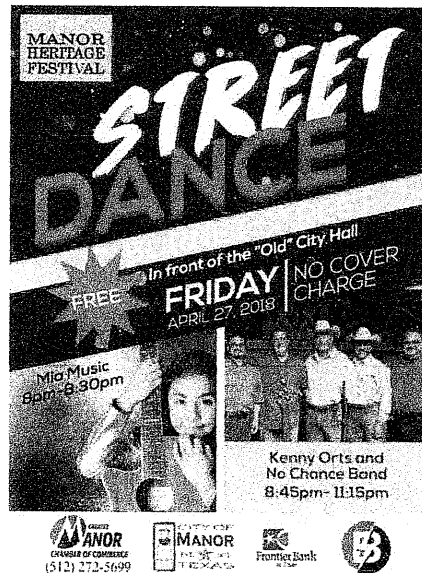
1/4 - Color

\$335.00

Total= \$335.00

-5% Discount = \$16.75

Subtotal= \$318.25



Client (Printed)

of

Company (Printed)

Client's Signature

Date

Carolina Zertuche, MCN Account Manager

* Payment is net 15 days from first publication date.

Manor Community News PO Box 601 Manor, Texas 78653
advertising@ManorCommunityNews.com

Elgin Courier

PO Box 631
105 N. Main Street
Elgin, TX 78621-0631

Invoice

MANOR CHAMBER OF COMMERCE - 226815
WHOMEVER IT MAY CONCERN
P.O. BOX 936
MANOR TX 78653

4/18/2018

Tearsheets

52421-11572

Account #		P.O. No.		Sales Rep		Terms
Date	Tag Line	Width	Height	Qty	Rate	Amount
4/18/2018	RETAIL - FESTIVAL	3	10.5	31.5	7.00	220.50
We appreciate your business!						Total \$220.50

TAYLOR PRESS Invoice

Taylor, Texas 76574-1040
PO Box 1040

Date	Invoice #
4/22/2018	200992

MANOR CHAMBER OF COMMERCE
ATTN: VICKI
P O BOX 936
MANOR TX 78653

Tearsheets

P.O. No.	Terms	Due Date	Sales Rep	Account #
	Net 10	5/10/2018	02AM	130275

Date	Tag Line	Width	Height	Qty	Rate	Amount
4/22/2018	MANOR HERITAGE FESTIVAL	3	10	30	8.00	240.00
We appreciate your business!						Total \$240.00



Mike's Print Shop
 6448 Hwy 290 E, Suite A-112
 Austin, TX 78723
 (512) 467-6655 FAX: (512) 467-0334

INVOICE NUMBER: 091150

INVOICE DATE:

SOLD TO: Manor Chamber of Commerce 00000

ORDER DESCRIPTION

275 pads of 25 for Heritage Festival

ORDER DATE: 04/10/2018

PHONE: Austin TX 78723

ATTN: Vicki

DUE DATE: 04/11/2018
 DUE TIME: N/A

Counter: mk

QUANTITY	PRINTED	UP	SIDES	INK COLORS	IMPRESSIONS	PAPER SIZE	FINISH SIZE	CODE	DESCRIPTION	COLOR	BINDERY	PRINTING
1	6875	2	1			3438	8 1/2 x 11	5 1/2 x 8 1/2 bdlwh	20 LB BOND	WHT	27.50	125.00
275 pads @ 25 sheets per												

BINDERY DETAIL:

01 Padding 25 27.50

"All past due invoices are subject to all costs of collection including attorneys fees and court costs, as may be permitted by law."

APPROVAL TO PRINT

- ☐ Print from my original without change.
- ☐ Waiver on proofing typesetting
- ☐ Proof O.K. as is; print it
- ☐ Make changes marked, then print it.

X _____
 CUSTOMER SIGNATURE

X _____
 CUSTOMER SIGNATURE

WHITE—Customer Original YELLOW—File
 GOLDENROD—Claim Check PINK—Control

PRINTING: 125.00
 BINDERY: 27.50
 PRE-PRESS/TYPESSET:

SUB-TOTAL: 152.50

SALES TAX EXEMPT: 152.50
 SALES TAX: 0.00

TOTAL: 152.50

CASH PAID:
 PAYMENT TYPE:

BALANCE DUE: 152.50
 Payment Due Date: 04/11/2018



QTY	Price	Total	TAX	Total
35	0.79	\$ 27.65	\$ 2.28	\$ 29.93
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
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		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ 27.65	\$ 2.28	\$ 29.93

TEC Copy & Print Shop

102 E Boyce St. #C

Manor, TX 78653

(512) 487-5064: Shop

(512) 947-3643: Business Cell

Skyline Graphics

103 Murray St

Manor, Texas

512-789-8186

INVOICE

Number: 1001

Date: April 10, 2018

Bill To:

Manor Chamber of Commerce
Manor, Texas, 78653

Description	Tax 1	Tax 2	Amount
(25) Date changes on 18x24 sign			100.00
25 H Stakes			30.00
Sub-Total			\$130.00
State Tax 8.25% on 0.00			0.00
City Tax 0.00% on 0.00			0.00
Total			\$130.00

INVOICE

Capital Signs

1823 west anderson lane
Austin, TX 78757
United States

Phone: 512-799-0115
chris@capitalareassigns.com
www.capitalareassigns.com

Invoice #: 10991
Invoice date: Apr 9, 2018
Due date: Apr 9, 2018

Amount due:
\$100.00

Description	Quantity	Price	Amount
Music performance by Mia on Friday, April 27, 2018	1	\$100.00	\$100.00
Subtotal			\$100.00
Total			\$100.00 USD

KENNY ORTS
And
No Chance
Performance Invoice
306 Drake Ln. Taylor, Texas 76574
512-964-0526

Event: Manor Heritage Festival Street Dance

Date: Friday April 27, 2018

Venue: Downtown Manor

Load In: Approximately 4 hours prior to Performance

PA/Lights: Provided by Kenny Orts

Cost of performance: \$1700 (Due at the time of the event.)

Note: Please make check payable to Kenny Orts

Thanks,

Kenny Orts

Invoice

Music performance by Juan Diaz- \$100 [on Saturday, April 28, 2018](#)

Manor Heritage Festival

Thank you,

Juan Diaz

TEXAS SALES AND USE TAX EXEMPTION CERTIFICATION

Name of purchaser, firm or agency <i>Manor Chamber of Commerce</i>	
Address (Street & number, P.O. Box or Route number) <i>P.O. Box 936</i>	Phone (Area code and number) <i>(512) 272-5699</i>
City, State, ZIP code <i>Manor, Tx 78653</i>	

I, the purchaser named above, claim an exemption from payment of sales and use taxes (for the purchase of taxable items described below or on the attached order or invoice) from:

Seller: *74-2499861* Tax ID Number

Street address: _____ City, State, ZIP code: _____

Description of items to be purchased or on the attached order or invoice:

Purchaser claims this exemption for the following reason:

I understand that I will be liable for payment of sales or use taxes which may become due for failure to comply with the provisions of the Tax Code: Limited Sales, Excise, and Use Tax Act; Municipal Sales and Use Tax Act; Sales and Use Taxes for Special Purpose Taxing Authorities; County Sales and Use Tax Act; County Health Services Sales and Use Tax; The Texas Health and Safety Code; Special Provisions Relating to Hospital Districts, Emergency Services Districts, and Emergency Services Districts in counties with a population of 125,000 or less.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate and, depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

sign here	Purchaser <i>Dicki McFarland</i>	Title <i>office Manager</i>	Date <i>4/11/2018</i>

NOTE: This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.

THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.

Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

This certificate should be furnished to the supplier. Do not send the completed certificate to the Comptroller of Public Accounts.



AGENDA ITEM NO. 7

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 18, 2018

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the application of Oncor Electric Delivery Company LLC for approval of a distribution cost recovery factor pursuant to Public Utility Regulatory Act (PURA) §36.210 and 16 Texas Administrative Code § 25.243.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Oncor Letter

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council deny the application of Oncor Electric Delivery Company LLC for approval of a distribution cost recovery factor pursuant to Public Utility Regulatory Act (PURA) §36.210 and 16 Texas Administrative Code § 25.243.

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



Stephen N. Ragland
Vice President
Regulatory

April 5, 2018

City of Manor
P O Box 387
Manor, TX 78653

To the Honorable Mayor for the City of Manor:

Pursuant to PURA § 36.210 and 16 Tex. Admin. Code § 25.243(c)(1)(B), please find enclosed the Application of Oncor Electric Delivery Company LLC for Approval of a Distribution Cost Recovery Factor Pursuant to 16 Tex. Admin Code § 25.243 ("Application") being filed today with the Public Utility Commission of Texas ("Commission"). This Application is also being filed today with Oncor's other original jurisdiction municipalities and affects all customers served by Oncor. Although addressed to the Commission, the enclosed Application should be treated as if addressed directly to your municipality's governing body as the regulatory authority with original jurisdiction over Oncor's rates, operations, and services within your municipality's limits.

Oncor is requesting that the governing body of your municipality take action on this Application as expeditiously as possible. If the governing body does not act within 60 days of this filing, the Application and rates requested therein will be deemed denied, appealed to and consolidated with Oncor's proceeding before the Commission. Upon the appeal, your municipality would have standing as a party to participate fully in the Commission proceeding.

Please do not hesitate to contact me if you have any questions concerning this filing.

Very truly yours,

A handwritten signature in black ink that reads "Stephen N. Ragland". The signature is written in a cursive, flowing style.

Oncor
1616 Woodall Rodgers Freeway
Dallas, Texas 75202
Tel: 214.486.5255
stephen.ragland@oncor.com



AGENDA ITEM NO. 8

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 18, 2018

PREPARED BY: Frank T. Phelan, P.E.

DEPARTMENT: City Engineer

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on Change Orders No. 1 and No. 2 for the 2017 Wastewater Collection System Improvements Project.

BACKGROUND/SUMMARY:

Change Order No. 1, in the amount of \$13,530, was for added line work to avoid a utility conflict and provide tie-in of the District forced main (not in original scope.) Change Order No. 2, in the amount of \$3,405, included additional conduit and cables for electrical service feed by Oncor (final design by Oncor necessitated additional footage) and additional controls for level controller to aid in City programming of equipment.

PRESENTATION: ☒ YES ☐ NO

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

Change Orders 1 and 2

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the proposed Change Orders No. 1 and No. 2 for the 2017 Wastewater Collection System Improvements Project.

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

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220 (512) 259-3882
Leander, TX 78646 Fax 259-8016
Texas Registered Engineering Firm F-4780

CHANGE ORDER

ORDER NO.: 1

DATE: 10/12/2017

AGREEMENT DATE: June 21, 2017

NAME OF PROJECT: 2017 Wastewater Collection System Improvements

OWNER: City of Manor

CONTRACTOR: Austin Engineering Company, Inc.

The following changes are hereby made to the CONTRACT DOCUMENTS:

1. Justification:

- Item 1: Add 1 EA Bid Item No. 13, 4' Dia. Concrete Manhole @ \$3,900.00/EA;
- Item 2: Add 2 VF Bid Item No. 14, 4' Dia. Concrete Manhole Extra Depth @ \$400.00/EA;
- Item 3: Add 1 EA Change Order Item C.O.1-1, 6" Drop Connection, @ \$1,100.00;
- Item 4: Add 110' LF Change Order Item C.O.1-2, 6" Forced Main @ \$45.00/LF;
- Item 5: Add 1 LS Change Order Item C.O.1-3, Reconnect Forced Main and Leak Test @ \$750.00/LS;
- Item 6: Add 110 LF Change Order Item C.O.1-4, Trench Safety @ \$1.00/LF
- Item 7: Add 110 LF Bid Item No. 16, Restoration and Revegetation @ \$2.00/LF;
- Item 8: Add 34 LF Bid Item No. 2-A, 12" SDR-26 PVC Gravity Main (8'-10') @ \$50.00/LF.

2. Change to CONTRACT PRICE:

Original CONTRACT PRICE: \$513,628.00

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$513,628.00

The CONTRACT PRICE due to this CHANGE ORDER will be increased or (decreased) by:
\$13,530.00

New CONTRACT PRICE including this CHANGE ORDER will be: \$527,128.00

3. Change to CONTRACT TIME:

The CONTRACT TIME will be increased or (decreased) by 0 calendar days.

The date for completion of all work will be November 26, 2017.

4. Approvals Required:

To be effective, this order must be signed by all parties to the Agreement if it changes the scope or objective of the PROJECT, or as may otherwise be required by the SUPPLEMENTAL GENERAL CONDITIONS.

Recommended by: Frank T. Phelan, P.E.

Signed: Frank T. Phelan

Ordered by: _____

Signed: _____

Accepted by: Travis W. Keller V.P.

Signed: [Signature]

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220
Leander, TX 78646

(512) 259-3882
Fax 259-8016

Texas Registered Engineering Firm F-4780

CHANGE ORDER

ORDER NO.: 2

DATE: April 6, 2018

AGREEMENT DATE: June 21, 2017

NAME OF PROJECT: 2017 Wastewater Collection System Improvements

OWNER: City of Manor

CONTRACTOR: Austin Engineering Company, Inc.

The following changes are hereby made to the CONTRACT DOCUMENTS:

1. Justification:

Add 81 LF Change Order Item C.O.2-1, Electrical Service Trench, Conduit and Wire @ \$24.24/ LF

Add 1 EA Change Order item C.O.2-2, Furnish and Install External Display Calibration Unit @ \$1,441.96/ EA

2. Change to CONTRACT PRICE:

Original CONTRACT PRICE: \$513,628.00

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$ 527,128.00

The CONTRACT PRICE due to this CHANGE ORDER will be increased or (decreased) by:
\$ 3,405.40

New CONTRACT PRICE including this CHANGE ORDER will be: \$530,533.40

3. Change to CONTRACT TIME:

The CONTRACT TIME will be increased or (decreased) by 0 calendar days.

The date for completion of all work will be November 26, 2017.

4. Approvals Required:

To be effective, this order must be signed by all parties to the Agreement if it changes the scope or objective of the PROJECT, or as may otherwise be required by the SUPPLEMENTAL GENERAL CONDITIONS.

Recommended by: Frank T. Phelan, P.E.

Signed: Frank T. Phelan

Ordered by:

Signed:

Accepted by: J. Phelan

Signed: 4/6/18



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 18, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on the first reading of an ordinance rezoning Abstract 315, Survey 63 Gates G, 20 acres more or less, locally known as 11811 Arnham Lane from Interim Agricultural (A) to Single Family (R-2).

BACKGROUND/SUMMARY:

This area was recently annexed and zoned interim Agricultural. The applicant is in the process of subdividing the property into 8 lots (4 1-acre lots and 4 4-acre lots). They have requested R-2 zoning to allow for single family homes with 1,000 sf living area minimums. Staff recommended R-1 zoning (1,500 sf homes) as it's a less dense zoning category and aligns with recent Council decisions regarding home sizes in new developments. The Planning Commission approved the R-2 on the condition there be no duplexes 6-1 because the larger acreage will increase the value so these lots with smaller homes could still be equivalent to larger homes on smaller lots in other parts of the city.

PRESENTATION: ☐ YES ☒ NO

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

Letter of Intent

Rezoning Map

Notice Letter / Property Owners List

R2 Regulations

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the first reading of an ordinance rezoning Abstract 315, Survey 63 Gates G, 20 acres more or less, locally known as 11811 Arnham Lane from Interim Agricultural (A) to Single Family (R-1).

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



HEADQUARTERS

307 St. Lawrence St.
Gonzales, TX 78629
Phone: 830.672.7546

CENTRAL TEXAS OFFICE

112 Cimarron Park Loop, Ste A
Buda, TX 78610
Phone: 512.312.4336

March 7, 2018

City of Manor – Director of Development Services
Attention: Tomas Bolt
105 E. Eggleston Street
Manor, TX 78653

RE: 11811 Arnhamn Lane Subdivision – Letter of Intent
11811 Arnhamn Lane, Manor, Travis County, TX
SWE Project No. 0641-002-16

Dear Mr. Bolt,

Our company, Southwest Engineers, on behalf of the property owner, L4S LCC, is proposing a project within the City of Manor in Travis County Texas. The subject project is located at 11811 Arnhamn Lane (Land Region 312, Travis County Parcel No. 259151), approximately 780 feet west from Arnhamn Lane and FM 973 intersection. This project includes ± 20.0 acres (871,635 sq. ft.) and was recently incorporated to the City of Manor and zoned Agricultural ("A") in December of 2017.

The proposed single-family residential development consists of subdividing the area into one block (Block A) with 8 lots ($\pm 1-4.57$ acres each) and conventionally rezoning the area from Agricultural to Single-Family Residential zoning (R2). A concept plan for Single-Family Residential Development was initially submitted to the City of Manor in October 2016 when the project was considered to be located within the city's 2-mile Extraterritorial Jurisdiction (ETJ) and it was approved by the city in February 2017.

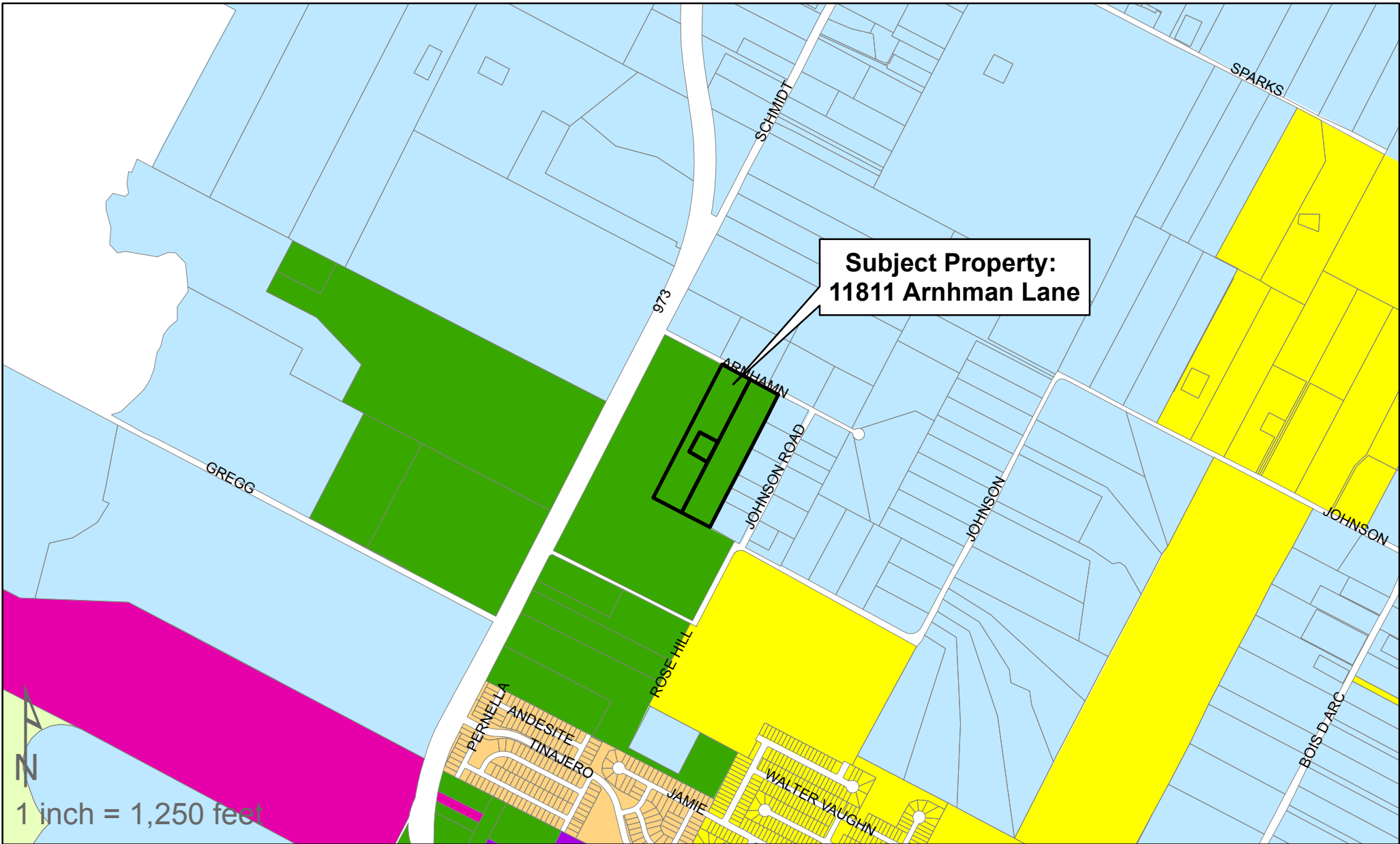
Your consideration in conventionally rezoning the subject site from Agricultural (A) to Single-Family Residential (R-2) will be greatly appreciated. If you have any questions or require additional information, please feel free to contact us at (512) 312-4336. Thank you for your time.

Respectfully submitted,

Gabriel T. Hovdey

Project Manager

ag



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

Current Zoning District:
Interim Agricultural (A)

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



March 21, 2018

RE: 11811 Arnhamn Lane Rezoning

Dear Property Owner:

The City of Manor Planning and Zoning Commission and City Council will be conducting a public hearing to consider a rezoning request for 11811 Arnhamn Lane. You are being notified because you own property within 300 feet of the property for which this request is being made. The request will be posted on the agenda as follows:

Consideration, discussion and possible action on a rezoning request for Abstract 315, Survey 63 Gates G, 20 acres more or less, locally known as 11811 Arnhamn Lane from Interim Agricultural (A) to Single Family (R-2).

Single Family R-2 allows detached single-family residences and duplexes with a minimum of 1,000 square feet of living area and permitted accessory structures on a minimum lot size of 7,200 square feet. All single-family dwellings in this district shall be constructed so that minimum of two sides shall be 100% of masonry construction, one side of which shall be the front of the structure. This requirement may be satisfied by constructing the front 100% masonry and constructing two additional sides with at least 50% masonry construction. Masonry construction shall mean stone, brick, and stucco. The masonry provision shall be effective immediately following publication for all properties zoned R-2.

The Planning and Zoning Commission will convene at 6:30PM on April 11, 2018 at 105 E. Eggleston St. in the City Council Chambers.

The City Council will convene at 7:00PM on April 18, 2017 AND May 2, 2018 at 105 E. Eggleston St. in the City Council Chambers.

If you have no interest in the case there is no need for you to attend. You may address any comments to me at the address or phone number listed below. Any communications I receive will be made available to Commission and Council members during the discussion of this item. For your convenience, my email address is sdunlop@cityofmanor.org

Sincerely,

Scott Dunlop
Planning Coordinator
512-272-5555 ext. 5

Attn: John & Sandy Kerr
1301 Lost Creek Blvd
Austin TX 78746

Attn: Tom R. Traver
11806 Arnhamn Lane
Manor TX 78653

Attn: Johnny Shelton &
Sydney P. Shelton Jr.
2020 Stuart Rd.
Adkins TX 78101

Attn: Isaias & Cecilia Gamboa
4401 Green Tree Dr
Austin TX 78746

Attn: Geraldine & Edward Wolf
2868 County Road 267
Cameron TX 76520

Attn: Roberto Carlos & Victor
Hugo Santoyo Vega
15000 Johnson Road Trails
Manor TX 78653

Attn: William E. & Shirley T. Girard
14920 Johnson Road Trails
Manor TX 78653

Attn: Jose DeJesus Escobar &
Deyanira Rodriguez
14900 Johnson Road Trails
Manor TX 78653

Attn: Frank Roy Matthews Jr. &
Gwendolyn Sue Matthews
P.O. Box 606
Manor TX 78653

Attn: Margie Lee Handsel
P.O. Box 852
Manor TX 78653

R-2

Single Family

Permits detached single-family dwellings and duplexes with a minimum of 1,000 square feet of living area, and related accessory structures, on a minimum lot size of 7,200 square feet. All single-family dwellings in this district shall be constructed so that minimum of two sides shall be 100% of masonry construction, one side of which shall be the front of the structure. This requirement may be satisfied by constructing the front 100% masonry and constructing two additional sides with at least 50% masonry construction. Masonry construction shall mean stone, brick, and stucco.

Site Development Standards

Lot		Massing	
Minimum Lot Size	7,200 sq ft	Maximum Height	35 ft
Minimum Lot Width	50 ft*	Minimum Setbacks:	
Maximum Building Coverage	40%	Front Yard	20 ft
Maximum Building Coverage		Street Side Yard	15 ft
with Accessory Buildings	50%	Side Yard	5 ft^
Landscape Requirement	per lot**	Rear Yard	10 ft

* Cul-de-sac lot widths shall be measured at the building setback line and be equal to the minimum required lot width.

** Two (2) 2-inch trees, six (6) 2-gallon shrubs, grass lawn

^ 10 ft side yard to all C, I & IN districts

Permitted and Conditional Uses

Residential

Accessory Structures	Single-Family Residential
Real Estate Sales Office (c)	Temporary Construction Buildings

Civic

Community Recreation - Public	Public Buildings
Private primary and secondary educational facilities (c)	Religious Assembly
Public primary and secondary educational facilities (c)	Safety Services
	Water Supply Facilities

Commercial

Bed and Breakfast (c)
Home Occupations
Small Child Care Center (c)



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 18, 2018

PREPARED BY: Scott Dunlop, Planning Coordinator

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on the first reading of a Conditional Use Permit for Lot 31, Block E, Stonewater Phase 1, locally known as 12310 Waterford Run Way to allow for a Small Childcare Center.

BACKGROUND/SUMMARY:

Small child care centers are allowed in R-1 single family zoned areas on a conditional use basis. Small child care centers allow for up to 6 children with 150 sf of living space required per child. Any children under 14 already in the home deduct from the 6 allowed. This home's 1st floor living space is 973 sq ft, and minus the pantry area (approx. 68 sf) there is 905 sf. The applicant was not at the Commission meeting to determine if any children are already present in the home. No adjacent property owners were present. The Planning Commission denied the request 7-0 due to concerns about parent dropoff and parking, which is already an issue in Stonewater.

PRESENTATION: ☐ YES ☒ NO

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

Location Map

Notice Letter

Property Owners List

Child Care Center Regulations

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the first reading of a Conditional Use Permit for Lot 31, Block E, Stonewater Phase 1, locally known as 12310 Waterford Run Way to allow for a Small Childcare Center.

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



Proposed Conditional Use: Small Childcare Center

*Zoning District - R-1
Single Family Residential*

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



March 19, 2018

RE: 12310 Waterford Run Way Conditional Use Permit

Dear Property Owner:

The City of Manor Planning Commission and City Council will be conducting public hearings to consider a Conditional Use Permit for 12310 Waterford Run Way to allow for a Small Childcare Center. You are being notified because you own property within 300 feet of the property for which this request is being made. The request will be posted on the agenda as follows:

Consideration, discussion and possible action on a Conditional Use Permit for Lot 31, Block E, Stonewater Phase 1, locally known as 12310 Waterford Run Way to allow for a Small Childcare Center.

A Small Childcare Center means a private residence where the occupant provides custodial care and supervision during daylight hours for a maximum six (6) children at any one time. The maximum of six (6) children includes the family's natural or adopted children under the age of fourteen (14). The residence must contain a minimum 150 square feet of floor area for each child. This use shall exclude a family/group home.

The Planning Commission will convene at 6:30PM on April 11, 2018 at 105 E. Eggleston St. in the City Council Chambers.

The City Council will convene at 7:00PM on April 18, 2018 AND May 2, 2018 at 105 E. Eggleston St. in the City Council Chambers.

If you have no interest in the case there is no need for you to attend. You may address any comments to me at the address or phone number listed below. Any communications I receive will be made available to Commission and Council members during the discussion of this item. For your convenience, my email address is sdunlop@cityofmanor.org.

Sincerely,

Scott Dunlop
Planning Coordinator
512-272-5555 ext. 5

S W HOMEOWNERS ASSOCIATION
% REAL MANAGE
PO BOX 702348
DALLAS, TX 75370-2348

BRADFORD LARONNA
135 JOSIE LN
BASTROP , TX 78602-3873

WILLIAMS BOBBY R
14302 PEBBLE RUN PATH
MANOR , TX 78653-5096

REBOLLOSO ARMANDO LOREDO
14305 PEBBLE RUN PATH
MANOR , TX 78653-5096

MENENDEZ MARIO JOSE
14303 PEBBLE RUN PATH
MANOR , TX 78653-5096

CANYON CLAY LLC
STE 370-420
6001 W PARMER LN
AUSTIN , TX 78727-3901

SCALES PAUL ANTHONY
14304 CUMMINS WAY
MANOR, TX 78653-4697

DARLING PERRY J & SHERRY L
14302 CUMMINS WAY
MANOR , TX 78653-4697

VELA STEPHANIE SANTOS
14300 CUMMINS WAY
MANOR , TX 78653-4697

MEDINA HECTOR
14303 CUMMINS WAY
MANOR , TX 78653-4697

ESPINOZA ALVARO A
19921 SAN CHISOLM DR
ROUND ROCK , TX 78664-3965

BARRINGER JUSTIN
12301 STONERIDGE GAP LN
MANOR, TX 78653-4692

ANASTASI TABITHA
12303 STONERIDGE GAP LN
MANOR , TX 78653-4692

MOHEET WARIS
12305 STONERIDGE GAP LN
MANOR , TX 78653-4692

KRAUSE SANDRA
12307 STONERIDGE GAP LN
MANOR, TX 78653-4692

SEMENOV PATRICIA & DENIS
12309 STONERIDGE GAP LN
MANOR , TX 78653-4692

PARNELL LEE J
12311 STONERIDGE GAP LN
MANOR , TX 78653-4692

GUILLORY REGINA
12313 STONERIDGE GAP LN
MANOR , TX 78653-4692

SUTTON CHRISTOPHER H
12315 STONERIDGE GAP LN
MANOR , TX 78653-4692

MONROE MALCOLM
12317 STONERIDGE GAP LN
MANOR , TX 78653-4692

MUGOMOKA CHRISTIAN C & CHRISTINE
D NAGALULA
12401 STONERIDGE GAP LN
MANOR, TX 78653-4693

BAILEY STEVEN ALVIS
12403 STONERIDGE GAP LN
MANOR , TX 78653-4693

BROOKS NATHAN
12405 STONERIDGE GAP LN
MANOR , TX 78653-4693

FAGAN THOMAS
11711 SHOSHONE DR
AUSTIN, TX 78759-4225

LOTT ROSALIND ANN
12408 WATERFORD RUN WAY
MANOR , TX 78653-4690

AVILES MARIO
12406 WATERFORD RUN WAY
MANOR , TX 78653-4690

BARNES SHAWN MICHAEL & HEATHER
ANN BARNES
12404 WATERFORD RUN WAY
MANOR , TX 78653-4690

GUAJARDO JOSE BALDEMAR JR
12402 WATERFORD RUN WAY
MANOR , TX 78653-4690

DAVENPORT LAKESKIA
12400 WATERFORD RUN WAY
MANOR , TX 78653-4690

COLE BETTY L & JOHNNY L COLE
2179 AVENAL LN
GRAND JCT, CO 81507-2509

OGUNLABI ABIOLA O & OLUMIDE O
12312 WATERFORD RUN WAY
MANOR , TX 78653-4689

DEAR JOSEPH
12308 WATERFORD RUN WAY
MANOR , TX 78653-4689

KEY SHARMAINE DENISE
12306 WATERFORD RUN WAY
MANOR , TX 78653-4689

MELGAR IVETTE K
12304 WATERFORD RUN WAY
MANOR , TX 78653-4689

RODRIGUEZ MARIA LAUREL
12302 WATERFORD RUN WAY
MANOR , TX 78653-4689

ESTRADA OSIEL
12300 WATERFORD RUN WAY
MANOR , TX 78653-4689

BUSHMAN ANTHONY
12409 WATERFORD RUN WAY
MANOR , TX 78653-4690

TAYLOR TAMARA
12407 WATERFORD RUN WAY
MANOR , TX 78653-4690

LOWREY ANDREW ROBERT & TRACIE
RENEE LOWREY
12405 WATERFORD RUN WAY
MANOR , TX 78653-4690

AVERY JESMIA N & DATHAN D
BIBERSTEIN
12403 WATERFORD RUN WAY
MANOR , TX 78653-4690

LABATA RACHELLE S & JOSE P
12401 WATERFORD RUN WAY
MANOR , TX 78653-4690

DAVIS CORY
12315 WATERFORD RUN WAY
MANOR , TX 78653-4689

QUEPONS KAREN L
12313 WATERFORD RUN WAY
MANOR, TX 78653-4689

JOHNSON LAWRENCE C
12311 WATERFORD RUN WAY
MANOR , TX 78653-4689

STEFFENSEN LISA & JASON WALTER
12309 WATERFORD RUN WAY
MANOR , TX 78653-4689

LOPEZ YOXELINA JAIMES &
JAVIER JAIMES MALDONADO
12307 WATERFORD RUN WAY
MANOR , TX 78653-4689

RODRIGUEZ JORGE IVAN &
ERICA GAONA
12305 WATERFORD RUN WAY
MANOR , TX 78653-4689

BRANCH LAMESHA T
12303 WATERFORD RUN WAY
MANOR , TX 78653-4689

ROHLOFF VINCENT L III &
PAULA MIGOTI ROHLOFF
12301 WATERFORD RUN WAY
MANOR , TX 78653-4689

PRESIDENTIAL MEADOWS L P
% W2 REAL ESTATE PARTNERS
1221 S MOPAC EXPWY STE 355
AUSTIN , TX 78746

RESIDENTIAL DISTRICTS

R-1 Single Family

Permits detached single-family dwellings with a minimum of 1,500 square feet of living area, and related accessory structures, on a minimum lot size of 7,500 square feet. All single-family dwellings in this district shall be constructed so that minimum of two sides shall be 100% of masonry construction, one side of which shall be the front of the structure. This requirement may be satisfied by constructing the front 100% masonry and constructing two additional sides with at least 50% masonry construction. Masonry construction shall mean stone, brick, and stucco.

Site Development Standards

Lot		Massing	
Minimum Lot Size	7,500 sq ft	Maximum Height	35 ft
Minimum Lot Width	60 ft**	Minimum Setbacks:	
Maximum Building Coverage	40%	Front Yard	25 ft
Maximum Building Coverage		Street Side Yard	15 ft
with Accessory Buildings	50%	Side Yard^^	5 ft
Landscape Requirement	per lot^	Rear Yard	25 ft

** Cul-de-sac lot widths shall be measured at the building setback line and be equal to the minimum required lot width.

^ Two (2) 2-inch trees, six (6) 2-gallon shrubs, grass lawn

^^ 10' side yard to all C, I, and IN

R-1

Single Family

Permitted and Conditional Uses

Residential

Accessory Structures
Real Estate Sales Office (c)

Single-Family Residential
Temporary Construction Buildings

Civic

Community Recreation - Public
Private primary and secondary
educational facilities (c)
Public primary and secondary
educational facilities (c)

Public Buildings
Religious Assembly
Safety Services
Water Supply Facilities

Commercial

Bed and Breakfast (c)
Home Occupations
Small Child Care Center (c)

Bar any commercial establishment required to have a state license for the sale of alcoholic beverages for on-premises consumption and in which fifty percent (50%) or more of the monthly gross revenues are from the sale of alcoholic beverages

Bed and Breakfast an establishment engaged in providing rooms or groups of rooms in a dwelling unit for temporary lodging for overnight guests on a paying basis. Or means a historic or otherwise architecturally unique building where lodging is provided by prearrangement for definite periods, for compensation, for not more than seven rooms to let and where breakfast is included in the rates charged to guests

Boarding House a building other than a hotel, occupied as a single housekeeping unit where lodging or meals are provided for three (3) or more persons for compensation, pursuant to previous arrangements for definite periods, but not to the general public or transients

Business Support Services the use of a site for sale, rental, or repair of equipment or supplies used by office, professional, or service establishments, but excludes automotive, construction, and farm equipment. This use includes office equipment and supply firms, small business machine repair shops, and hotel equipment and supply firms

Café or Cafeteria a commercial establishment where snacks or meals are vended for consumption indoors or on the premises

Cemetery land used or intended to be used for the interment of human remains and dedicated for cemetery purposes, including crematories, mausoleums, columbariums and mortuaries when operated in conjunction with and within the boundary of such cemetery.

Child Care Center (Small) a private residence where the occupant provides custodial care and supervision during daylight hours for a maximum six (6) children at any one time. The maximum six (6) children includes the family's natural or adopted children under the age of fourteen (14). The residence must contain a minimum 150 square feet of floor area for each child. This use shall exclude a family/group home.

Child Care Center (Intermediate) a facility (including nonresidential structures) which provides custodial care and supervision for less than 24 hours a day for between seven (7) and twelve (12) children, excluding foster and group homes. The facility must contain a minimum 150 square feet of floor area for each child.

Child Care Center (Large) a facility where over twelve (12) children receive custodial care and supervision for less than 24 hours a day, excluding foster and group homes.

Child Care or Child Development Facilities a children's home, orphanage, institution, private home, residence or other place, whether public, parochial or private, operated for profit or not, which keeps, cares for, has custody of or is attended by four (4) or more children under sixteen (16) years of age at any one time, who are not members of the immediate family or any natural person operating any such place, during any part or all of the twenty-four hours in a day. Also, any institution, home or other place, whether public or private, parochial or private, conducted for profit or not, which keeps, cares for, has custody of or is attended by any number of children, under the age of sixteen (16), who are not members of the immediate family of any natural person operating such a place, who are mentally or physically handicapped, under medical or social supervision, and not within a hospital, twenty-four hours a day.

Church or Rectory a place of worship and religious training of recognized religions including on-site housing of ministers, rabbis, priests, nuns and similar staff personnel.

Civic Uses means the performance of utility, educational, recreational, cultural, medical, protective, and governmental functions, and other uses that are strongly vested with public or social importance.

Cleaning and Laundry Self-Service Shop an establishment providing customers with self-service laundry and/or dry cleaning facilities, and does not include a commercial laundry or cleaning plant

Clinic a public or private station or establishment for the examination and treatment of outpatients by an individual or group of doctors, dentists, opticians, veterinarians, or other similar medical professionals.

Clothing Manufacture cutting, sewing and forming garments, millinery, and accessories, when no noise, dust, vibration, odor or other undesirable or obnoxious condition is created to affect adjacent property.

Cocktail Lounge use of a site for retail sale of alcoholic beverages for consumption on the premises, including taverns, bars, and similar uses, other than a restaurant use