



**MANOR CITY COUNCIL
SPECIAL MEETING
AGENDA
105 E. EGGLESTON STREET
MANOR, TEXAS 78653
AUGUST 31, 2016 · 7:00 P.M.**

CALL TO ORDER AND ANNOUNCE QUORUM PRESENT

PLEDGE OF ALLEGIANCE

PRESENTATIONS

PUBLIC COMMENTS

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

PUBLIC HEARING

1. Conduct the second public hearing regarding the annexation of property being approximately 160 acres of land, located at Old Kimbro Road and FM 1100.
2. Conduct the first public hearing on the FY 2016-2017 Proposed Annual Budget of the City of Manor, Texas.
3. Conduct the first public hearing on the proposed property tax rate for the City of Manor for FY 2016-2017.

REGULAR AGENDA

4. Consideration, discussion, and possible action on a second reading of a draft municipal service plan for the annexation of property being approximately 160 acres of land, located at Old Kimbro Road and FM 1100.
5. Consideration, discussion, and possible action on an ordinance of the City of Manor, Texas, repealing 380-B and amending water, wastewater and trash service ordinance 315, 315-A.
6. Consideration, discussion and possible action to select a real estate broker to advertise and accept offers to sell city owned property at 101 E. Wheeler St. Manor, Texas, locally known as the Eppright - Chamberlain House.

ADJOURNMENT

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

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

POSTING CERTIFICATION

I, hereby, certify that this notice of the Manor City Council Meeting was posted on this 26th day of August, 2016 at 5:00 P.M., as required by law in accordance with Section 551.043 of the Texas Government Code.

Frances M. Aguilar, City Secretary

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

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

This public notice was removed from the bulletin board at the Manor City Hall on:

_____, 2016 at _____ am/pm by _____.
City Secretary's Office
City of Manor, Texas



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 31, 2016

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct the second public hearing regarding the annexation of property being approximately 160 acres of land, located at Old Kimbro Road and FM 1100.

BACKGROUND/SUMMARY:

Second public hearing for the proposed Kimbro Estates tracts

PRESENTATION: ☐ YES ☒ NO

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

Location map

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council conduct the second public hearing as presented.

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



City of Manor Annexation

159.52 Acres on Old Kimbro Road



1:10,000





AGENDA ITEM NO. 2

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: 8/31/2016

PREPARED BY: Lydia Collins

DEPARTMENT: Finance

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a first reading of FY 2016-2017 Proposed Annual Budget.

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

Proposed Annual Budget

Fiscal Year 2016 - 2017



NOTE:

This Proposed Budget will raise \$421,556 (24.52%) more property tax revenues than last year's budget.



PROPOSED ANNUAL BUDGET FISCAL YEAR 2016-17

Original Budget Adopted: _____

Ordinance Number: _____

Amended Budget Adopted: _____

Ordinance Number: _____

FY 2015-16		
BUDGETED REVENUES	BUDGETED EXPENSES	NET
2,971,812	489,283	2,482,529
0	452,363	(452,363)
722,510	1,454,255	(731,745)
1,073,201	255,232	817,969
408,578	388,673	19,905
64,816	2,567,078	(2,502,262)
-	375,618	(375,618)
-	-	-
5,240,917	5,982,502	(741,585)

AS OF: 31-July-16		
FYTD ACTUAL REVENUES	FYTD ACTUAL EXPENSES	NET
2,971,812	378,807	2,593,005
0	340,217	(340,217)
722,510	1,045,711	(323,201)
1,073,201	218,588	854,613
408,578	367,386	41,192
64,816	1,839,739	(1,774,923)
-	375,618	(375,618)
-	-	-
5,240,917	4,566,066	674,851

FY 2016-17		
BUDGET REVENUES	BUDGET EXPENSES	NET
3,406,099	582,481	2,823,618
0	530,721	(530,721)
722,510	1,602,150	(879,640)
1,066,826	273,426	793,400
503,050	442,077	60,973
57,350	2,735,823	(2,678,473)
-	390,262	(390,262)
-	-	-
5,755,835	6,556,940	(801,105)

FUND BALANCES	
ESTIMATED 30-Sep-16	PROJECTED 30-Sep-17

0	309,014	(309,014)
1,300,436	1,145,734	154,702
1,178,300	1,028,979	149,321
-	-	-
2,478,736	2,483,727	(4,991)

0	220,951	(220,951)
908,995	767,288	141,706
830,163	517,142	313,021
-	-	-
1,739,158	1,505,381	233,777

GENERAL FUND		
ADMINISTRATION		
FINANCE DEPT.		
STREET DEPT.		
DEVELOPMENT SERVICES		
MUNICIPAL COURT		
POLICE DEPT.		
IT DEPT.		
TRANSFERS		
GENERAL FUND TOTALS		

UTILITY FUND		
PUBLIC WORKS		
WATER		
WASTEWATER		
TRANSFERS		
UTILITY FUND TOTALS		

0	342,659	(342,659)
2,222,985	1,633,541	589,444
1,914,577	1,075,122	839,455
-	-	-
4,137,562	3,051,322	1,086,240

7,719,653	8,466,229	(746,576)
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6,980,075	6,071,447	908,628
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TOTAL POOLED FUNDS		
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9,893,397	9,608,262	285,135
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824,025	1,109,160
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1,106,149	1,075,951	30,198
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1,135,543	1,071,964	63,580
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TOTAL DEBT SERVICE		
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2,187,304	2,174,604	12,700
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91,186	103,886
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9,950	38,126	(28,176)
7,450	51,800	(44,350)
-	35,000	(35,000)
23,676	9,000	14,676
115,200	-	115,200
340,200	180,000	160,200
-	-	-
-	-	-
496,476	313,926	182,550

9,821	38,126	(28,305)
7,366	51,800	(44,434)
100,564	11,043	89,520
34,111	22,350	11,761
154,866	0	154,866
306,453	172,707	133,746
-	-	-
-	-	-
613,180	296,026	317,154

RESTRICTED FUNDS		
COURT TECH FUND		
COURT BLDG SEC FUND		
PID FEES		
HOTEL OCCUPANCY		
CAPT IMPACT-WATER		
CAPT IMPACT-WW		
PARK FUNDS		
BOND FUNDS		
RESTRICTED FUND TOTALS		

10,500	3,000	7,500
7,500	-	7,500
96,015	35,000	61,015
236	9,000	(8,764)
191,150	-	191,150
300,000	95,000	205,000
-	-	-
-	-	-
605,401	142,000	463,401

46,674	54,174
12,518	20,018
20,000	81,015
359,632	350,868
1,430,464	1,621,614
1,707,536	1,912,536
8,410	8,410
-	-
3,585,234	4,048,635

9,322,278	9,856,106	(533,828)
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8,728,799	7,439,437	1,289,361
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GRAND TOTALS		
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12,686,102	11,924,866	761,236
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4,500,445	5,261,681
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The General Fund is the general operating fund and the largest fund of the city as it includes all traditional government services such general administration, street and drainage, maintenance, development services, police and courts, and parks.
The Utility Fund accounts for the city's water and wastewater enterprise. Unlike the general fund it operates as a proprietary fund functioning more like a business.
The Restricted Funds are used only for specific purposes. Revenues and payments are limited either by state law or local ordinance.



PROPOSED ANNUAL BUDGET SUMMARY FOR FISCAL YEAR 2016-17

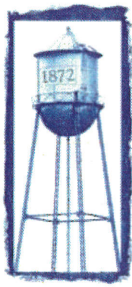
Original Budget Adopted: _____
Ordinance Number: _____

Amended Budget Adopted: _____
Ordinance Number: _____

FUND	Existing FY 2015-2016 Amended Budget	PROPOSED FY 2016-2017 Municipal Budget	PROPOSED BUDGET DIFFERENCE
GENERAL FUND			
ADMINISTRATION			
REVENUES	2,971,812	3,406,099	434,287
EXPENSES	489,283	582,481	93,198
NET	2,482,529	2,823,618	341,089
FINANCE DEPARTMENT			
REVENUES	-	-	-
EXPENSES	452,363	530,721	78,358
NET	(452,363)	(530,721)	(78,358)
STREET DEPARTMENT			
REVENUES	722,510	722,510	-
EXPENSES	1,454,255	1,602,150	147,895
NET	(731,745)	(879,640)	(147,895)
DEVELOPMENT SERVICES			
REVENUES	1,073,201	1,066,826	(6,375)
EXPENSES	255,232	273,426	18,194
NET	817,969	793,400	(24,569)
MUNICIPAL COURT			
REVENUES	408,578	503,050	94,472
EXPENSES	388,673	442,077	53,404
NET	19,905	60,973	41,068
POLICE DEPARTMENT			
REVENUES	64,816	57,350	(7,466)
EXPENSES	2,567,078	2,735,823	168,745
NET	(2,502,262)	(2,678,473)	(176,211)
IT DEPARTMENT			
REVENUES	-	-	-
EXPENSES	375,618	390,262	14,644
NET		(390,262)	(390,262)
TRANSFERS			
REVENUES	-	-	-
EXPENSES	-	-	-
NET	-	-	-
GENERAL FUND TOTALS			
REVENUES	5,240,917	5,755,835	514,918
EXPENDITURES	5,606,884	6,556,940	559,794
NET	(365,967)	(801,105)	(44,876)

FUND	Existing FY 2015-2016 Amended Budget	PROPOSED FY 2016-2017 Municipal Budget	PROPOSED BUDGET DIFFERENCE
UTILITY FUND			
PUBLIC WORKS			
REVENUES	-	-	-
EXPENSES	309,014	342,659	33,645
NET	(309,014)	(342,659)	(33,645)
WATER DEPARTMENT			
REVENUES	1,300,436	2,222,985	922,549
EXPENSES	1,145,734	1,633,541	487,807
NET	154,702	589,444	434,742
WASTEWATER DEPARTMENT			
REVENUES	1,178,300	1,914,577	736,277
EXPENSES	1,028,979	1,075,122	46,143
NET	149,321	839,455	690,134
TRANSFERS			
REVENUES	-	-	-
EXPENSES	-	-	-
NET	-	-	-
UTILITY FUND TOTALS			
REVENUES	2,478,736	4,137,562	1,658,826
EXPENDITURES	2,483,727	3,051,322	567,595
NET	(4,991)	1,086,240	1,091,231
DEBT SERVICE TOTALS			
REVENUES	1,106,149	2,187,304	1,081,155
EXPENDITURES	1,075,951	2,174,604	1,098,653
NET	30,198	12,700	(17,498)

MUNICIPAL BUDGET TOTALS (exclusive of debt service)			
REVENUES	7,719,653	9,893,397	2,173,744
EXPENDITURES	8,090,611	9,608,262	1,127,389
NET	(370,958)	285,135	1,046,355



CITY OF
MANOR
EST.  1872
TEXAS

AGENDA ITEM NO. 3

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 31, 2016

PREPARED BY: Lydia M. Collins

DEPARTMENT: Finance

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a first reading of proposed tax rate for the City of Manor, Texas

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



5501 AIRPORT BOULEVARD
AUSTIN, TX 78751
(512) 854-9473

TRAVIS COUNTY TAX OFFICE
BRUCE ELFANT
TAX ASSESSOR AND COLLECTOR

2016

Travis County Tax Office
TNT@traviscountytx.gov
P 512 854 9473
F 512 854 5488
PO Box 1748
Austin, TX 78767

2016 TAX RATE SUBMISSION

The deadline to adopt a tax rate is September 30. The deadline to submit the adopted tax rate to the Tax Office is October 1.

Texas Property Tax Code Section 26.16 Posting of Tax Rate on County's Internet Website

(a) The county assessor-collector for each county that maintains an Internet website shall post on the website of the county the following information for the most recent five tax years beginning with the 2016 tax year for each taxing unit all or part of the territory of which is located in the county:

- (1) the adopted tax rate;
- (2) the maintenance and operations rate;
- (3) the debt rate;
- (4) the effective tax rate;
- (5) the effective maintenance and operations rate; and
- (6) the rollback tax rate.

(b) Each taxing unit all or part of the territory of which is located in the county shall provide the information described by Subsection (a) pertaining to the taxing unit to the county assessor-collector annually following the adoption of a tax rate by the taxing unit for the current tax year. The chief appraiser of the appraisal district established in the county may assist the county assessor-collector in identifying the taxing units required to provide information to the assessor-collector.

As prescribed by Texas Property Tax Code Section 26.16, please provide your tax rate information by completing and returning this form. The form is formatted as a PDF form. You may complete the form electronically by clicking Submit or emailing it as an attachment; or you may print it, complete it manually, and mail or fax it. We must have your completed form in our office not later than October 1. **Please input rates per \$100 of property value.**

Select or type the name of your jurisdiction:

Taxing Unit

City of Manor

2016 Adopted Total Tax Rate	<input type="text" value=".7738"/>	/ \$100
2016 Adopted Maintenance and Operations Rate	<input type="text" value=".4381"/>	/ \$100
2016 Adopted Debt Rate	<input type="text" value=".3357"/>	/ \$100
2016 Effective Tax Rate	<input type="text" value=".6276"/>	/ \$100
2016 Effective Maintenance and Operations Rate	<input type="text" value=".3863"/>	/ \$100
2016 Rollback Tax Rate	<input type="text" value=".8748"/>	/ \$100

We must have a copy of your signed order, ordinance or resolution that sets your tax rate(s) in our office not later than October 1. You may email your signed tax rate document(s) along with this form, in a separate email, or you may mail or fax it. Please indicate your method of delivery if you are not submitting this form and your signed tax rate document(s) together in one correspondence.

Form completed by (your name)

Date



AGENDA ITEM NO. 4

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 31, 2016

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a second reading of a draft municipal service plan for the annexation of property being approximately 160 acres of land, located at Old Kimbro Road and FM 1100.

BACKGROUND/SUMMARY:

The applicant had petitioned to annex 3 properties totaling about 160 acres located at Old Kimbro Road and FM 1100 into the City for the purposes of a single-family subdivision development. This is the first reading of the draft municipal service plan that outlines what entities will provide utility service to the property upon annexation.

PRESENTATION: ☐ YES ☒ NO

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

Draft municipal service plan

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve the second reading of the draft municipal service plan.

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

**MUNICIPAL SERVICES PLAN
FOR PROPERTY TO BE
ANNEXED INTO THE CITY OF MANOR**

WHEREAS, the City of Manor, Texas (the "City") intends to institute annexation proceedings for a tract of land described more fully hereinafter (referred to herein as the "subject property");

WHEREAS, *Section 43.056, Loc. Gov't. Code*, requires a service plan be adopted with the annexation ordinance;

WHEREAS, the subject property is not included in the municipal annexation plan and is exempt from the requirements thereof;

WHEREAS, infrastructure shall be provided for the subject property pursuant to the terms and conditions of the Development Agreement for the Kimbro Estates Property (the "Development Agreement"); provided that, except for municipal service provided for in the Development Agreement, municipal services shall be provided on the same terms and conditions as such services are provided to other similarly situated properties currently within the City; and

WHEREAS, it is found that all statutory requirements have been satisfied and the City is authorized by *Chapt. 43, Loc. Gov't. Code*, to annex the subject property into the City;

NOW, THEREFORE, the City agrees to provide the following services for the subject property on the effective date of annexation:

(1) **General Municipal Services.** Pursuant to the requests of the owner and this Plan, the following services shall be provided immediately from the effective date of the annexation:

A. Police protection as follows:

Routine patrols of areas, radio response to calls for police service and all other police services now being offered to the citizens of the City.

B. Fire protection and Emergency Medical Services as follows:

Fire protection by the present personnel and equipment of the City fire fighting force and the volunteer fire fighting force with the limitations of water available. Radio response for Emergency Medical Services with the present personnel and equipment.

C. Solid waste collection services as follows:

Solid waste collection and services as now being offered to the citizens of the City.

D. Animal control as follows:

Service by present personnel, equipment and facilities or by contract with a third party, as provided within the City.

E. Maintenance of parks and playgrounds within the City.

F. Inspection services in conjunction with building permits and routine City code enforcement services by present personnel, equipment and facilities.

G. Maintenance of other City facilities, buildings and service.

H. Land use regulation as follows:

On the effective date of annexation, the zoning jurisdiction of the City shall be extended to include the annexed area and shall be temporarily zoned "R-1" with the intent to rezone the subject property upon request of the landowner or staff. It is the City's intent to zone the subject property at the Owner's request in a manner that is not inconsistent with such uses, as provided in the Development Agreement. The Planning & Zoning Commission and the City Council will consider the applicant's request to process a zoning application and zone the subject property for such use and development following final annexation of the subject property.

I. Storm Water Management: Owner will provide storm water system at its own expense, which will be inspected by City Engineers at the time of completion. The City will then maintain the storm water system upon acceptance of the system by the City.

(2) **Scheduled Municipal Services.** Due to the size and vacancy of the subject property, the plans and schedule for the development of the subject property, the following municipal services will be provided on a schedule and at increasing levels of service as provided in this Plan:

A. Water service and maintenance of water facilities as follows:

(i) Inspection of water distribution lines as provided by statutes of the State of Texas.

(ii) The City intends to provide water services to the subject property pursuant to the Development Agreement, and the terms of the Development Agreement applicable to water service are incorporated herein by reference. Save and except as provided in the Development Agreement, if connected to the City's water system, the City will provide water service in accordance with the applicable ordinances, rules, regulations, and policies of the City in effect from time to time for the extension of water service. The Owner shall construct the internal water lines and pay the costs of line extension and construction of such facilities necessary to provide water service to the subject property as required in City ordinances. Upon acceptance of the water lines within the subject property and any off-site improvements required by the Development Agreement, water service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City; subject to all the ordinances, regulations and policies of the City in

effect from time to time. The water system will be accepted and maintained by the City in accordance with its usual acceptance and maintenance policies. New water line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances of the City in effect at the time a request for service is submitted shall govern the costs and request for service. In the event of a conflict between this Municipal Services Plan and the Development Agreement for the subject property, the terms and provisions of the Development Agreement shall govern and control.

B. Wastewater service and maintenance of wastewater service as follows:

(i) Inspection of sewer lines as provided by statutes of the State of Texas.

(ii) The City intends to provide wastewater services to the subject property pursuant to the Development Agreement, and the terms of the Development Agreement applicable to wastewater service are incorporated herein by reference. Save and except as provided in the Development Agreement, the City will provide wastewater service in accordance with the applicable rules and regulations for the provision of wastewater service in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of wastewater service. The Owner shall construct the internal wastewater lines and pay the costs of line extension and construction of facilities necessary to provide wastewater service to the subject property as required in City ordinances. Upon acceptance of the wastewater lines within the subject property and any off-site improvements required by the Development Agreement, wastewater service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City, subject to all the ordinances, regulations and policies of the City in effect from time to time. The wastewater system will be accepted and maintained by the City in accordance with its usual policies. Requests for new wastewater line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances in effect at the time a request for service is submitted shall govern the costs and request for service. In the event of a conflict between this Municipal Services Plan and the Development Agreement for the subject property, the terms and provisions of the Development Agreement shall govern and control.

C. Maintenance of streets and rights-of-way as appropriate as follows:

(i) Provide maintenance services on existing public streets within the subject property and other streets that are hereafter constructed and finally accepted by the City. The maintenance of the streets and roads will be limited as follows:

(A) Emergency maintenance of streets, repair of hazardous potholes, measures necessary for traffic flow, etc.; and

(B) Routine maintenance as presently performed by the City.

(ii) The City will maintain existing public streets within the subject property, and following installation and acceptance of new roadways by the City as provided by city ordinance, including any required traffic signals, traffic signs, street markings, other traffic control devices and street lighting, the City will maintain such newly constructed public streets, roadways and rights-of-way within the boundaries of the subject property, as follows:

(A) As provided in C(i)(A)&(B) above;

(B) Reconstruction and resurfacing of streets, installation of drainage facilities, construction of curbs, gutters and other such major improvements as the need therefore is determined by the governing body under City policies;

(C) Installation and maintenance of traffic signals, traffic signs, street markings and other traffic control devices as the need therefore is established by appropriate study and traffic standards; and

(D) Installation and maintenance of street lighting in accordance with established policies of the City;

(iii) The outer boundaries of the subject property abut existing roadways. The property owner agrees that no improvements are required on such roadways to service the property; provided that improvements may be required by the Owner under the terms detailed in the Development Agreement.

(3) **Capital Improvements.** Construction of the following capital improvements shall be initiated by the City after the effective date of the annexation: None. Upon development of the subject property, save and except as provided in the Development Agreement, the Owner will be responsible for the development costs the same as a developer in a similarly situated area. Capital Improvements shall be designed, constructed and installed by the Owner as provided in the Development Agreement.

(4) **Term.** If not previously expired, this service plan expires at the end of ten (10) years.

(5) **Property Description.** The legal description of the subject property is as set forth in exhibits attached to the Annexation Ordinance to which this Service Plan is attached.



CITY OF
MANOR
EST.  1872
TEXAS

AGENDA ITEM NO. 5

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 31, 2016

PREPARED BY: Lydia M. Collins

DEPARTMENT: Finance

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on an ordinance of the City of Manor, Texas, repealing 380-B and amending water, wastewater and trash service ordinance 315, and 315-A.

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 approve the ordinance of the City of Manor, Texas, repealing 380-B and amending water, wastewater and trash service ordinance 315, 315-A.

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

ORDINANCE NO. 315-D

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, REPEALING ORDINANCE NO. 380-B, AMENDING ORDINANCE NUMBER 315 AND 315A TO PROVIDE RATES FOR WATER SERVICE; PROVIDE RATES FOR WASTEWATER SERVICE.

Whereas, the provision of water and wastewater services for the residents of the City of Manor, Travis County, Texas (the "City") and the City's extraterritorial jurisdiction is necessary for the public health of the citizens and the protection of the environment and natural resources of the City;

Whereas, it is necessary to establish fees and charges for the purpose of recovering the cost and expense of providing wastewater service to customers;

Whereas, the public interest will be served by the repeal of non-sequential ordinances that have previously amended rates;

Whereas, it is appropriate for costs and expenses of providing utility services to be funded by user fees collected from persons and entities receiving the benefit of such services; and

Whereas, the public was given an opportunity to comment on the water and wastewater rates prior to adoption at a public hearing;

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

Section 1. Findings of Fact. The findings and recitations set out in the preamble of this Ordinance are found to be true and correct and that they are hereby adopted by the City Council and made a part hereof for all purposes.

Section 2. Repeal of Ordinance No. 380-B. Ordinance 380-B is hereby repealed in its entirety.

Section 3. Amendment of Section 4 Article III Section 4(b) and (c). Section 4(b) and (c) Article III Ordinance 315A, as amended in its entirety to read as follows:

Section 4. Rates for Water Service. The following rates, fees and charges shall be charged and paid for water services within the City:

(b) **Minimum Rate.** Residential and Commercial customers shall be charged the applicable minimum monthly rate per meter established herein as long as such meter is active, whether the customer actually uses the services or not; provided that, if a meter is removed or locked at customer's request, no minimum charge for service shall be assessed. In addition to other fees, a minimum monthly fee shall be assessed for meters of the following size at the rate indicated:

Rate Table – Minimum Monthly Water Fee

Inch	Meter Type	L.U.E.	Rate
5/8	Residential	1	\$ 24.25
5/8	Residential (Senior Citizen)	1	\$ 20.65
5/8	Commercial-Positive Displacement	1	\$ 9.00
3/4	Commercial-Positive Displacement	1.5	\$ 13.50
1	Commercial-Positive Displacement	2.5	\$ 22.50
1 1/2	Commercial-Positive Displacement	5	\$ 45.00
2	Commercial-Positive Displacement	8	\$ 72.00
2	Commercial-Compound	8	\$ 72.00
2	Commercial-Turbine	10	\$ 90.00
3	Commercial-Compound	16	\$ 144.00
3	Commercial-Turbine	24	\$ 216.00
4	Commercial-Compound	25	\$ 225.00
4	Commercial-Turbine	42	\$ 378.00
6	Commercial-Compound	50	\$ 450.00
6	Commercial-Turbine	92	\$ 828.00
8	Commercial-Compound	80	\$ 720.00
8	Commercial-Turbine	160	\$ 1,440.00
10	Commercial-Compound	115	\$ 1,035.00
10	Commercial-Turbine	250	\$ 2,250.00
12	Commercial-Turbine	330	\$ 2,970.00

- (c) **Residential and Commercial Rates**. Unless otherwise provided and established by the City Council, the following additional rates shall be charged for Residential and Commercial water service according the usage

Residential Volume Table

0-2,000 Gallons	\$ 0.50
2,001-5,000 Gallons	\$ 2.70
5,001-10,000 Gallons	\$ 3.00
10,001-15,000 Gallons	\$ 3.25
15,001-25,000 Gallons	\$ 3.50
25,000+ Gallons	\$ 4.25

Commercial Volume Table

All per 1,000 Gallons	\$ 6.30
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Fire Hydrant Volume Table

All per 1,000 Gallons	\$ 6.30
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Section 4. Amendment of Section 5, (a, b and c) Article III Section 5 (a, b and c) Article III Ordinance 315A, as amended in its entirety to read as follows:

Section 5. Rates for Wastewater Service. The following rates, fees and charges shall be charged and paid for wastewater services within the City:

(a) Residential and Commercial customers shall be charged the applicable minimum monthly rate per meter established herein as long as such meter is active, whether the customer actually uses the services or not; provided that, if a meter is removed or locked at customer's request, no minimum charge for service shall be assessed. In addition to other fees, a minimum monthly wastewater fee shall be assessed for meters of the following size at the rate indicated

Rate Table – Minimum Monthly Wastewater Fee

Inch	Meter Type	L.U.E.	Rate
5/8	Residential	1	\$ 19.00
5/8	Residential (Senior Citizen)	1	\$ 13.03
5/8	Commercial-Positive Displacement	1	\$ 15.00
3/4	Commercial-Positive Displacement	1.5	\$ 22.50
1	Commercial-Positive Displacement	2.5	\$ 37.50
1 1/2	Commercial-Positive Displacement	5	\$ 75.00
2	Commercial-Positive Displacement	8	\$ 120.00
2	Commercial-Compound	8	\$ 120.00
2	Commercial-Turbine	10	\$ 150.00
3	Commercial-Compound	16	\$ 240.00
3	Commercial-Turbine	24	\$ 360.00
4	Commercial-Compound	25	\$ 375.00
4	Commercial-Turbine	42	\$ 630.00
6	Commercial-Compound	50	\$ 750.00
6	Commercial-Turbine	92	\$ 1,380.00
8	Commercial-Compound	80	\$ 1,200.00
8	Commercial-Turbine	160	\$ 2,400.00
10	Commercial-Compound	115	\$ 1,725.00
10	Commercial-Turbine	250	\$ 3,750.00
12	Commercial-Turbine	330	\$ 4,950.00

- (b) Residential and Commercial Rates. The following additional rates shall be charged for Residential and Commercial wastewater service according usage:

Rate Table – Wastewater Usage Fee (per 1,000 gallons)

Residential

0-8,000 Gallons \$ 3.75

8,000+ Gallons \$ 4.40

Commercial

Per 1,000 Gallons \$ 6.00

- (c) Multiple Units. Separate permanent units, including but not limited to apartments, mobile homes, duplexes, shall be billed at a minimum rate, per unit.

Section 5. Amendment of Article IV (Billing and Termination of Services), Section 3 (Termination of Service and Charges for Disconnection and Reconnection) of Ordinance No. 315, as amended to include the following subsection (f) as follows:

(f) **Reconnection Fee.** Residential and commercial customers who only have wastewater and solid waste service with the City of Manor shall pay \$65.00 per service trip to reconnect services after being disconnected for non-payment of their water bill.

Section 6. Amendment of Article III, Deposits, Rates and Charges for Service, Section 6(a), Rates for Solid Waste Services is hereby amended by modifying Section 6(a) in its entirety to read as follows:

(a) Residential. The minimum monthly charge per Residential Unit shall be as follows:

Rate Table – Residential Solid Waste

Residential Trash Cart per cart	\$ 16.25 plus tax
Commercial/Non-Residential per cart	\$ 16.25 plus tax
Residential Recycle Bin – One (1)	No charge
Commercial Recycle Bin – One (1)	No charge

Section 7. Amendment of Ordinances. Ordinance Number 380-B is repealed in its entirety and Ordinance Numbers 315 and 315A are hereby amended as provided in this ordinance. The rates, fees and charges by the City for water, wastewater and residential solid waste services set forth herein are hereby adopted, ratified and confirmed. All ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance as adopted and amended herein, are hereby amended to the extent of such conflict. In the event of a conflict or inconsistency between this ordinance and any code or ordinance of the City, the terms and provisions of this ordinance shall govern.

Section 6. Effective Date. This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov't. Code*.

Section 7. Open Meetings. It is hereby officially found and determined that the meetings at which this ordinance is passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551*.

PASSED AND APPROVED on this the ____ day of _____ 2016.

ATTEST:

THE CITY OF MANOR, TEXAS

Frances Aguilar, City Secretary

Rita Jonse, Mayor



AGENDA ITEM NO. 6

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 31, 2016

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action to select a real estate broker to advertise and accept offers to sell city owned property at 101 E. Wheeler St. Manor, Texas, locally known as the Eppright - Chamberlain House.

BACKGROUND/SUMMARY:

The steps would generally be as follows:

- 1) The City approves the contract with the broker and authorizes the sale. There would need to be some initial discussion with the broker about what the house would be listed at. It would be part of the listing agreement and the City needs to be comfortable with that listing price.
- 2) The broker lists the property for the period of time the City wants, but it needs to be at least for 30 days, on a multiple-listing service.
- 3) After 30 days on the MLS, the City Council can authorize the sale of the property to the person who submits the highest cash offer.
- 4) At the time of sale, the City can either enter an earnest money contract with the buyer, if the buyer wants to go through a more formal process and obtain a title policy. Or the City can exchange a special warranty deed for the purchase price without using a title company. The buyer will indicate whether they want to obtain a title policy.

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 select a real estate broker to advertise and accept offers to sell city owned property at 101 E. Wheeler St. Manor, Texas.

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