



**MANOR CITY COUNCIL
REGULAR MEETING
AGENDA
105 E. EGGLESTON STREET
MANOR, TEXAS 78653
OCTOBER 19, 2016 · 7:00 P.M.**

CALL TO ORDER AND ANNOUNCE QUORUM PRESENT

PLEDGE OF ALLEGIANCE

PRESENTATIONS

1. Presentation of Certificate of Appreciation Awards to National Night Out volunteers, presented by Ryan Phipps, Manor Police Chief.

PUBLIC COMMENTS

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

CONSENT AGENDA

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

2. Consideration, discussion, and possible action to approve the City Council minutes:
 - October 5, 2016 City Council Regular Meeting
 - October 11, 2016 City Council Special Meeting
3. Consideration, discussion, and possible action on acceptance of the September, 2016 Departmental Reports:
 - Development Services
 - Police
 - Municipal Court
 - Public Works
4. Consideration, discussion, and possible action on acceptance of the unaudited September, 2016 Monthly Financial Report.

REGULAR AGENDA

5. Consideration, discussion, and possible action to accept the resignation of Council Member, Place 3 Todd Shaner.
6. Consideration, discussion, and possible action on a construction contract for the 2016 Paving Improvements Project.
7. Consideration, discussion, and possible action on an addendum to the Professional Services Agreement between the City of Manor and Jay Engineering Company, Inc.

8. Consideration, discussion, and possible action on a contract between the City of Manor and Iron Mountain Information Management, LLC for storage services.

EXECUTIVE SESSION

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

Sections 551.071 and 551.087, Texas Government Code, and Section 1.05, Texas Disciplinary Rules on Professional Conduct to deliberate the offer of financial or other incentives with a business prospect the City seeks to have locate, stay, or expand in the City

Section 551.074 Personnel Matters – City Council Member, Place 3 vacancy

OPEN SESSION

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

9. Take action as deemed appropriate in the City Council's discretion regarding the offer of financial or other incentives with a business prospect the City seeks to have locate, stay or expand in the City.
10. Take action as deemed appropriate in the City Council's discretion regarding the City Council Member, Place 3 vacancy.

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 14th day of October, 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: October 19, 2016

PREPARED BY: Frances Aguilar

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the City Council minutes:

- October 5, 2016 City Council Regular Meeting
- October 11, 2016 City Council Special Meeting

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

October 5, 2016 Council Minutes

October 11, 2016 Council Minutes

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the City Council minutes as presented.

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



**MANOR CITY COUNCIL
REGULAR MEETING
MINUTES
105 E. EGGLESTON STREET
MANOR, TEXAS 78653
OCTOBER 5, 2016 · 7:00 P.M.**

COUNCIL MEMBERS

PRESENT:

Mayor, Rita Jonse
Place 1, Gene Kupp
Place 2, Gil Burrell, Mayor Pro-Tem
Place 5, Rebecca Davies
Place 6, Jeff Turner

ABSENT:

Place 3, Todd Shaner
Place 4, Zindia Pierson

CITY STAFF PRESENT:

Thomas Bolt, City Manager
Frances Aguilar, City Secretary
Scott Dunlop, Planning Coordinator
Ryan Phipps, Police Chief

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The Manor City Council met in regular session on Wednesday, October 5, 2016, in the City Council Chambers at 105 E. Eggleston Street. Mayor Rita Jonse announced that a quorum was present and the meeting was called to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

At the request of Mayor Rita Jonse, Jackie Burke gave the Pledge of Allegiance.

PRESENTATION

There were no presentations.

PUBLIC COMMENTS

Danny Burnett with Dwyer Realty addressed Council and stated that a petition for the creation of a Public Improvement District to finance improvements to Lagos Subdivision has been submitted to Travis County.

CONSENT AGENDA

1. Consideration, discussion, and possible action to approve the minutes for the September 21, 2016, City Council Regular Meeting.

A motion to approve the minutes for the September 21, 2016, City Council Regular Meeting was made by Council Member Turner, seconded by Council Member Burrell. The motion carried by the following vote:

Vote: 5 For – 0 Against

REGULAR AGENDA

2. Discussion on an Interlocal Agreement between City of Manor and Manor ISD for School Resource Officer (SRO) services.

Chief of Police Ryan Phipps presented information to Council in regards to the possibility of an interlocal agreement with Manor ISD to provide School Resource Officers. Chief Phipps stated that the agreement would start in July, 2017 and the District would be responsible for the expenses related to the additional officers. Council Member Davies voiced a concern over the length of the contract, the length of time to hire police officers and the termination of officers, if agreement was terminated after a year.

There was no action taken.

3. Discussion, consideration and possible action on an Interlocal Agreement between Capital Metropolitan Transportation Authority & Suburban Communities Build Central Texas (City of Manor).

A motion to approve the Interlocal Agreement between Capital Metropolitan Transportation Authority & Suburban Communities Build Central Texas (City of Manor) was made by Council Member Burrell, seconded by Council Member Turner. The motion carried by the following vote:

Vote: 5 For – 0 Against

4. Consideration, discussion, and possible action on a resolution commencing the annexation of 65.922 acres of land, more or less, including the abutting streets, roadways, and rights-of-way; being located in Travis County, Texas and adjacent and contiguous to the City limits; and providing for open meetings and other related matters.

A motion to approve Resolution No. 2016-12 commencing the annexation of 65.922 acres of land, more or less, including the abutting streets, roadways, and rights-of-way; being located in Travis County, Texas and adjacent and contiguous to the City limits; and providing for open meetings and other related matters was made by Council Member Davies, seconded by Council Member Kruppa. The motion carried by the following vote:

Vote: 5 For – 0 Against

5. Consideration, discussion, and possible action on a second and final reading of an ordinance annexing 157.9603 acres out of the A.C. Caldwell Survey No. 52, Abstract No. 154 and Lemeul Kimbro Survey No. 64, Abstract No. 456, and being the tracts of land conveyed to the Kimbro Road Estates, LP per deed recorded as document No. 2005154974 of the Official Public Records of Travis County, Texas.

A motion to approve the second and final reading of Ordinance No. 450 annexing 157.9603 acres out of the A.C. Caldwell Survey No. 52, Abstract No. 154 and Lemeul Kimbro Survey No. 64, Abstract No. 456, and being the tracts of land conveyed to the Kimbro Road Estates, LP per deed recorded as document No. 2005154974 of the Official Public Records of Travis County, Texas was made by Council Member Davies, seconded by Council Member Kruppa. The motion carried by the following vote:

Vote: 4 For – 0 Against, Council Member Turner abstained from this agenda item.

6. Consideration, discussion, and possible action on the First Amendment to the Restated, Revised, and Amended Agreement regarding the creation and operation of the Presidential Glen Municipal Utility District.

A motion to approve the First Amendment to the Restated, Revised, and Amended Agreement regarding the creation and operation of the Presidential Glen Municipal Utility District was made by Council Member Turner, seconded by Council Member Burrell. The motion carried by the following vote:

Vote: 5 For – 0 Against

7. Consideration, discussion, and possible action on the Second Amendment to the Revised and Restated Development Agreement for the Presidential Glen Subdivision.

A motion to approve the Second Amendment to the Revised and Restated Development Agreement for the Presidential Glen Subdivision was made by Council Member Turner, seconded by Council Member Kruppa. The motion carried by the following vote:

Vote: 5 For – 0 Against

8. Consideration, discussion, and possible action on the License and Maintenance Agreement with the Presidential Glen HOA.

A motion to approve the License and Maintenance Agreement with the Presidential Glen HOA was made by Council Member Davies, seconded by Council Member Kruppa. The motion carried by the following vote:

Vote: 5 For – 0 Against

9. Consideration, discussion, and possible action on accepting conveyance of property pursuant to the Presidential Glen Subdivision development and consent agreements.

A motion to accept conveyance of property pursuant to the Presidential Glen Subdivision development and consent agreements was made by Council Member Kruppa, seconded by Council Member Burrell. The motion carried by the following vote:

Vote: 5 For – 0 Against

EXECUTIVE SESSION

The City Council convened into Executive Session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in at 7:30 P.M.:

Section 551.072 Deliberations regarding real property – Review and discuss contracts for purchase of City of Manor property described as Lot 1, W ½ of Lot 2, Block 61, Town of Manor, locally known as the Eppwright – Chamberlain House at 101 E. Wheeler St. Manor, TX.

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and to take action on item(s) discussed during Closed Executive Session at 7:55 P.M.

10. Consideration, discussion and possible action on contracts for purchase of City of Manor property described as Lot 1, W ½ of Lot 2, Block 61, Town of Manor, locally known as the Eppwright – Chamberlain House 101 E. Wheeler St. Manor, TX.

A Motion to have Jackie Burke, Realtor, to negotiate per discussion was made by Council Member Davies. Seconded by Council Member Burrell.

Vote: 5 For – 0 Against, Council Member Turner abstained from this agenda item.

ADJOURNMENT

Motion to Adjourn made by Council Member Burrell. Seconded by Council Member Turner.

Vote 5 For– 0 Against.

Meeting was adjourned at 8:05 P.M.

ATTEST:

APPROVE:

Frances M. Aguilar, City Secretary

Rita G. Jonse, Mayor



**MANOR CITY COUNCIL
SPECIAL MEETING
MINUTES
105 E. EGGLESTON STREET
MANOR, TEXAS 78653
OCTOBER 11, 2016 · 2:00 P.M.**

COUNCIL MEMBERS

PRESENT:

Mayor, Rita Jonse
Place 3, Todd Shaner
Place 2, Gil Burrell, Mayor Pro-Tem
Place 5, Rebecca Davies
Place 6, Jeff Turner

ABSENT:

Place 1, Gene Kupp
Place 4, Zindia Pierson

CITY STAFF PRESENT:

Thomas Bolt, City Manager
Frances Aguilar, City Secretary

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The Manor City Council met in regular session on Tuesday, October 11, 2016, in the City Council Chambers at 105 E. Eggleston Street. Mayor Rita Jonse announced that a quorum was present and the meeting was called to order at 2:00 P.M.

EXECUTIVE SESSION

The City Council convened into Executive Session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in at 2:01 P.M.:

Section 551.072 Deliberations regarding real property – Review and discuss contracts for purchase of City of Manor property described as Lot 1, W ½ of Lot 2, Block 61, Town of Manor, locally known as the Eppwright – Chamberlain House at 101 E. Wheeler St. Manor, TX.

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and to take action on item(s) discussed during Closed Executive Session at 2:10 P.M.

1. Consideration, discussion and possible action on contracts for purchase of City of Manor property described as Lot 1, W ½ of Lot 2, Block 61, Town of Manor, locally known as the Eppwright – Chamberlain House 101 E. Wheeler St. Manor, TX.

A Motion to authorize City Manager Tom Bolt to proceed with the sale price of \$62,000 for the Eppwright – Chamberlain House 101 E. Wheeler St. was made by Council Member Burrell. Seconded by Council Member Davies.

Vote: 5 For – 0 Against

ADJOURNMENT

Motion to Adjourn made by Council Member Burrell. Seconded by Council Member Shaner.

Vote 5 For– 0 Against.

Meeting was adjourned at 2:11 P.M.

ATTEST:

APPROVE:

Frances M. Aguilar, City Secretary

Rita G. Jonse, Mayor



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 19, 2016

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on acceptance of the September, 2016 Departmental Reports:

- Development Services
- Police
- Municipal Court
- Public Works

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

DS Report
PD Report
MC Report
PW Report

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council accept the September, 2016 Departmental Reports as presented.

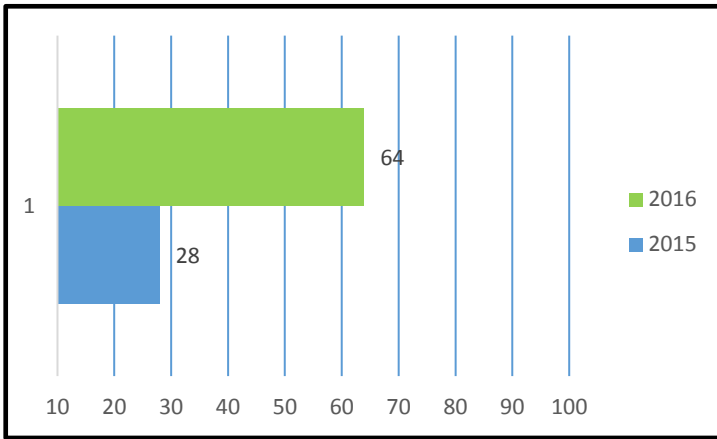
PLANNING & ZONING COMMISSION: ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

Permits Issued by Specific Use

9/1/2016 to 9/30/2016

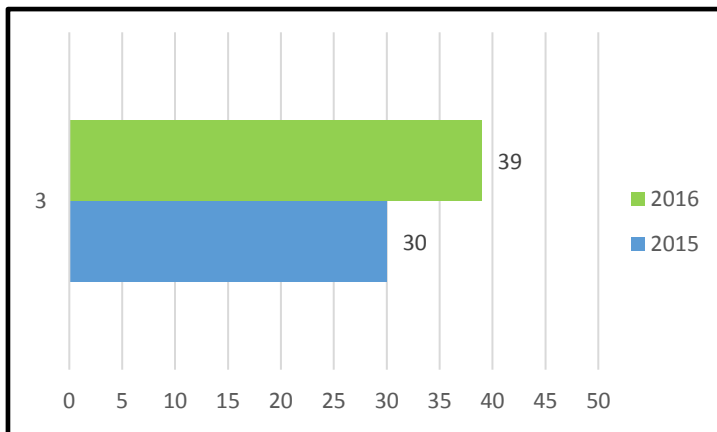
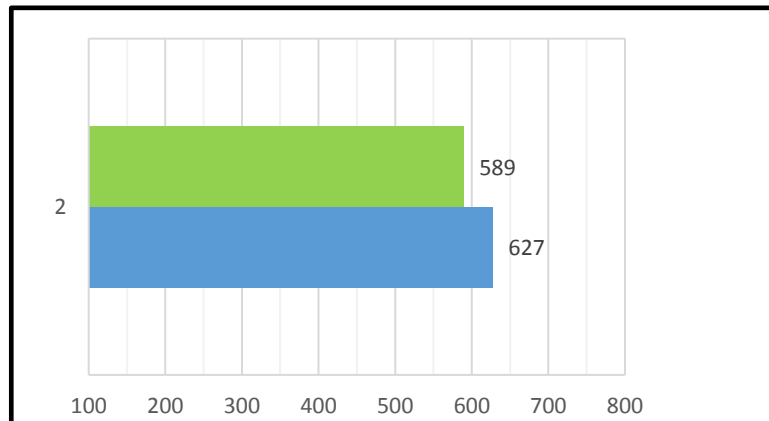
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Specific Use	Numberof Permits	Contract Value	Fees
Commercial Electrical	1	\$25,000.00	\$170.00
Commercial New	1	\$238,767.96	\$21,034.15
Commercial Sign	2	\$7,000.00	\$379.00
Residential Deck/Patio	1	\$4,000.00	\$107.00
Residential Electrical	1	\$1,200.00	\$105.00
Residential Foundation Repair	1	\$11,800.00	\$117.00
Residential Irrigation	6	\$10,900.00	\$642.00
Residential New	49	\$11,000,608.90	\$372,506.10
Residential Plumbing	1	\$1,200.00	\$107.00
Residential Swimming Pool/Spa	1	\$47,000.00	\$247.00
Total	64	\$11,347,476.86	\$395,414.25



PERMITS ISSUED
Sept 2016

INSPECTIONS
Sept 2016



COs ISSUED
Sept 2016

DEPARTMENT OF DEVELOPMENT SERVICES
THOMAS BOLT, DIRECTOR



CITY OF
MANOR
EST. 1872
TEXAS

City of Manor, TX
Projects Created
Between 8/31/2016 and 9/30/2016

Project Type1	Designation1	Project Number	Date	Owner	Owner Address	Project Address	Subdivision	Contractor	Typeof Project	Valuation	Sq Ft	Plan Number
Permit	Commercial	2016-1065	9/2/2016	LGI HOMES AMBER PARSONS	1450 LAKE ROBBINS DR, SUITE 430 THE WOODLANDS, TX 77380	Andrew Johnson Drive		Fazzone Construction Company Sidney Brooks	Commercial New	\$238,767.96	2172.00	NA
		2016-1067	9/6/2016	Mai Thai Supreedee Chantangsu	11300 Hwy 290 E, Suite 160, Manor, TX	11300 US Hwy 290 E	Shadowview Sec 2	1 Stop Remodeling Johnny Martinez	Commercial New	\$130,000.00	0.00	NA
		2016-1068	9/6/2016	Crown Castle USA Katy Swenson	1701 Directors Blvd, Suite 700 Austin, TX 78744	12218 US Hwy 290 E		Crown Castle USA Katy Swenson	Commercial Electrical	\$25,000.00	0.00	NA
		2016-1070	9/12/2016	Manor Animal Hospital Bonnie Carter	11311 Hwy 290 E, Manoir, TX	11311 Hwy 290 E	Cottonwood	Level Best Foundation Repair Narcizo Leija	Residential Foundation Repair	\$11,800.00	0.00	NA
		2016-1073	9/13/2016	Grad LLC Adam Awad	780 E. Galveston St., Giddings, TX	13765 FM 973	N/A	Pruneda Construction Roy Pruneda	Commercial Tenant Finish-Out	\$50,000.00	945.00	NA
		2016-1098	9/20/2016	DR HORTON HOMES PAT MCGUIRE	10700 PECAN PARK BLVD., #400 AUSTIN, TX 78750	FM 973 N	Stonewater	Austin Sign Guys	Commercial Sign	\$2,500.00	0.00	NA
		2016-1135	9/30/2016	Enrique's Partyland Enrique Ramirez	12417 Walter Vaughn Dr, Manor, TX	10900 US Highway 290 E	NA	Enrique's Partyland Enrique Ramirez	Temporary Sign	\$10.00	16.00	
										\$458,077.96	3133.00	

Projects Created Between 8/31/2016 and 9/30/2016

	Residential	2016-1062	8/31/2016	CalAtlantic Homes Sophia Torres	13620 N. FM 620, Austin, TX 78717	13808 Glen Mark Drive	ShadowGlen	CalAtlantic Homes Jason McCutchen	Residential New	\$307,990.95	3021.00	2419C
		2016-1063	8/31/2016	Virginia Cardinas	105 W Parsons St., Manor, TX 78653	105 W. Parsons St.	Town of Manor	Double S Plumbing Patricia Markert	Residential Plumbing	\$500.00	0.00	NA
		2016-1064	9/1/2016	Scott Felder Homes Claire Pollard	6414 River Place Blvd., Ste 100 Austin, TX 78730	14120 Arbor Hill Cove	ShadowGlen	Executive Signs Renee Guzman	Commercial Sign	\$4,500.00	0.00	NA
		2016-1066	9/2/2016	Daniel Habegger	13724 Shadow Lawn Trace, Manor, TX	13724 Shadow Lawn Trace	ShadowGlen	Aquamarine Pools of Texas John Mehrman	Residential Swimming Pool/Spa	\$47,000.00	0.00	NA
		2016-1071	9/12/2016	Scott Felder Homes Claire Pollard	6414 River Place Blvd., Ste 100 Austin, TX 78730	11801 Pine Mist Court	Shadow Glen	Pinnacle Landscapes LLC Adam Van Ackeren	Residential Irrigation	\$1,000.00	0.00	NA
		2016-1072	9/12/2016	Scott Felder Homes Claire Pollard	6414 River Place Blvd., Austin, TX 78730	11716 Pine Mist Court	Shadow Glen	Pinnacle Landscapes LLC Adam Van Ackeren	Residential Irrigation	\$1,000.00	0.00	NA
		2016-1074	9/13/2016	RAJENDRA VAZIR	PO BOX 1666, DRIPPING SPRINGS, TX 78620	13417 CONSTELLATION DR	Greenbury Phs 2-B	Precision Heating & Air Mari Avila	Residential Mechanical-HVAC	\$2,000.00	0.00	NA
		2016-1075	9/13/2016	DR HORTON HOMES Austin Starts	10700 PECAN PARK BLVD., #400	12210 WATERFORD RUN WAY	Stonewater Phs 1	DR HORTON HOMES	Residential New	\$233,261.60	2288.00	1178A

Projects Created Between 8/31/2016 and 9/30/2016

Projects Created Between 8/31/2016 and 9/30/2016

		2016-1090	9/19/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19809 Per Lange Pass	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$218,988.60	2148.00	1507C
		2016-1091	9/19/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, AK 77380	19812 Per Lange Pass	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$218,988.60	2148.00	1507C
		2016-1092	9/19/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, AK 77380	19816 Per Lange Pass	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$255,588.65	2507.00	1925C
		2016-1093	9/19/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19820 Per Lange Pass	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$218,988.60	2148.00	1507C
		2016-1094	9/19/2016	Perry Homes Mathew Dada	PO BOX 34306, Houston, TX	11713 Pine Mist	Shadow Glen	Maldonado Nursery & Landscape	Residential Irrigation	\$3,500.00	0.00	NA
		2016-1095	9/19/2016	Melissa Willis	14517 Almodine Road, Manor, TX 78653	14517 Almodine Road	Stonewater	Eco Irrigation Adam Benefield	Residential Irrigation	\$1,900.00	0.00	NA
		2016-1096	9/19/2016	ryland homes	, , AK	11701 sun glass drive	shadowglen	Best of Texas Landscapes Jason Stubblefield	Residential Irrigation	\$2,500.00	0.00	NA
		2016-1097	9/20/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE	19824 Per Lange Pass	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$255,588.65	2507.00	1925C

Projects Created Between 8/31/2016 and 9/30/2016

					WOODLANDS, TX 77380							
		2016-1106	9/21/2016	Scott Felder Homes Claire Pollard	6414 River Place Blvd., Austin, TX 78730	11805 Pine Mist	Shadow Glen	Pinnacle Landscapes LLC Adam Van Ackeren	Residential Irrigation	\$1,000.00	0.00	NA
		2016-1107	9/22/2016	Pacesetter Homes LLC ASHLEY FILIP	14400 The Lakes Blvd., Pflugerville, TX 78660	12904 Tinker Street	Bell Farms	Pacesetter Homes LLC Pablo Flores	Residential New	\$181,980.75	1785.00	41321A
		2016-1108	9/22/2016	Pacesetter Homes LLC ASHLEY FILIP	14400 The Lakes Blvd., Pflugerville, TX 78660	12921 Pealing Way	Bell Farms	Pacesetter Homes LLC Pablo Flores	Residential New	\$172,397.45	2015.00	41227B
		2016-1109	9/22/2016	LGI HOMES Paul Voisinnet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	13904 Nelson Houser	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$218,988.60	2148.00	1507C
		2016-1110	9/22/2016	LGI HOMES Paul Voisinnet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	13913 Nelson Houser	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$218,988.60	2148.00	1507C
		2016-1111	9/22/2016	LGI HOMES Paul Voisinnet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19605 Andrew Johnson	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$218,988.60	2148.00	1507C
		2016-1112	9/22/2016	LGI HOMES Paul Voisinnet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19705 Per Lange Pass	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$188,199.70	1846.00	1362C

		2016-1113	9/22/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	13912 Nelson Houser	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$188,199.70	1846.00	1362C
		2016-1114	9/22/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	13909 Nelson Houser	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$188,199.70	1846.00	1362C
		2016-1115	9/22/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19700 Smith Gin	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$188,199.70	1846.00	1362C
		2016-1116	9/22/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19705 Smith Gin	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$188,199.70	1846.00	1362C
		2016-1117	9/22/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19601 Andrew Johnson	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$188,199.70	1846.00	1362C
		2016-1118	9/23/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19709 Per Lange Pass	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$237,033.75	2325.00	1362C
		2016-1119	9/23/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	13900 Nelson Houser	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$237,033.75	2325.00	1739C

City of Manor, TX
Projects Created
Between 8/31/2016 and 9/30/2016

		2016-1120	9/23/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	13905 Nelson Houser	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$237,033.75	2325.00	1739C
		2016-1121	9/23/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	13908 Nelson Houser	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$255,588.65	2507.00	1925C
		2016-1122	9/23/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	13901 Nelson Houser	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$255,588.65	2507.00	1925C
		2016-1123	9/23/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19704 Smith Gin	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$255,588.65	2507.00	1925C
		2016-1124	9/23/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19717 Per Lange Pass	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$218,988.60	2148.00	1507C
		2016-1125	9/28/2016	LGI HOMES Paul Voisinet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19709 Andrew Johnson	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$362,432.25	3555.00	2849B
		2016-1126	9/29/2016	JACK BANKS	11401 LIBERTY STREET, MANOR, TX 78653	11401 LIBERTY STREET	Wildhorse Creek	Fairway Installations David Huggins	Residential Plumbing	\$1,200.00	0.00	NA

Projects Created Between 8/31/2016 and 9/30/2016

City of Manor, TX
Projects Created
Between 8/31/2016 and 9/30/2016

		2016-1134	9/30/2016	LGI HOMES Paul Voisinnet	1450 LAKE ROBBINS DR, THE WOODLANDS, TX 77380	19801 James Manor	Presidential Glen	LGI HOMES Dirk Grassman	Residential New	\$218,988.60	2148.00	1507C
										\$12,044,308.00	117764.00	
	Total									\$12,502,385.96	120897.00	
Planning and Zoning	Commercial	2016- P1007	9/16/2016	Shadowglen Development Corporation Danny Burnett	9900 Highway 290 East, Manor, TX 78653		Shadowview	Kimley-Horn and Associates, Inc. Harrison Hudson	Site Plan	\$0.00	0.00	
										\$0.00	0.00	
	Residential	2016- P1006	9/15/2016	Argent Management Russ Allison	13509 Shadowglen Blvd., Manor, TX 78653	Shadowglen Trace		N/A	Construction Plan	\$0.00	0.00	
										\$0.00	0.00	
	Total									\$0.00	0.00	
Total										\$12,502,385.96	120897.00	



Manor Police Department

Monthly Council Report

Ryan S. Phipps - Chief of Police

Date of Meeting:

10/19/2016

September 2016

Activity	Reported Month	Same month Prior year	Percentage difference	
Calls for Service	1437	974	47.5↑	Patrol Car Rental Last Month \$4,180 YTD \$42,409
Average CFS per day	48	33	45.4↑	
Open Cases	19	2	850↑	
Charges Filed	72	47	53.1↑	
Alarm Responses	52	39	33.3↑	
Drug Cases	11	9	22.2↑	
Family Violence	14	11	27.2↑	
Arrests F/M	9F/74M	8F/34M	12.5F↑/117.6M↑	
Animal Control	28	17	64.7↑	
Traffic Accidents	33	32	3.1↑	
DWI Arrests	6	2	200↑	
Traffic Violations	634	345	83.7↑	
Ordinance Violations	23	16	43.7↑	
Seizures	N/A	N/A		
Laboratory Submissions	8	N/A		

Notes: National Night Out was a HUGE success!!! An estimated 600-650 attended!! Best turn out ever...thank you to all that participated

*DNA- DATA NOT AVAILABLE

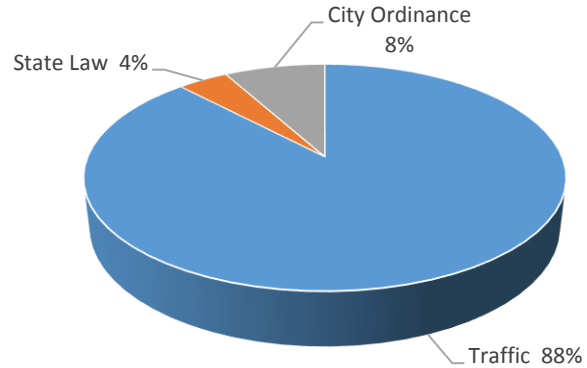
City of Manor Municipal Court

SEPTEMBER 2016

Violations Filed

	Sep-16	Sep-15
Traffic	479	310
State Law	22	25
City Ord.	44	12
Total	545	347

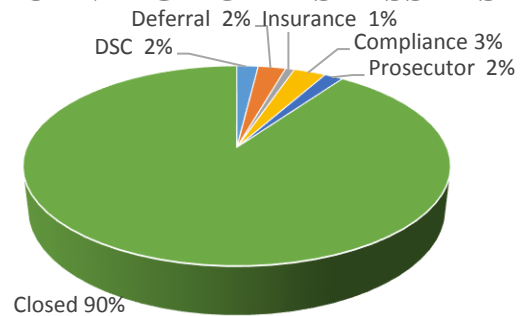
PERCENTAGE OF VIOLATIONS



Dismissals

	Sep-16	Sep-15
DSC	24	27
Deferral	31	34
Insurance	10	0
Compliance	36	18
Prosecutor	21	31
Closed	1123	317
Total	1245	427

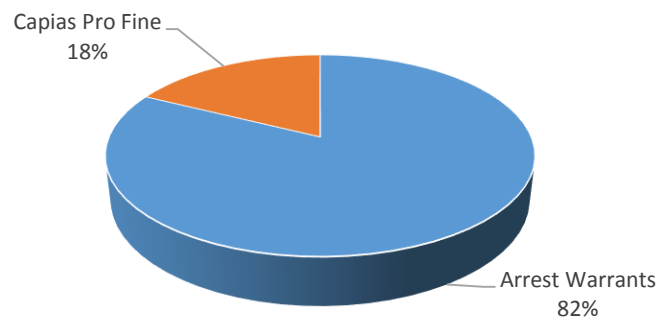
PERCENTAGE OF DISMISSALS



Warrants

	Sep-16	Sep-15
Arrest Warrants	215	441
Capias Pro Fine	46	78
Total	261	519

PERCENTAGE OF WARRANTS



Money Collected in September 2016

Kept By City	\$36,409.65
Kept By State	\$19,043.22
Total	\$55,452.87

Money Collected in September 2015

Kept By City	\$32,175.58
Kept By State	\$17,538.18
Total	\$49,713.76



SEPTEMBER, 2016 REPORT PUBLIC WORKS DEPARTMENT

Street and Public, Parks, and Maintenance Department

In the month of September, 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 vehicle and heavy equipment. They also repaired streets.

Water and Wastewater Department

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

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

Water Production & Purchase

In the month of September, 43% of the water, we supplied to our residents was from our well fields, and we purchased 57% from Bluewater and Manville WSC. In September, the estimated population of residents in the City of Manor is 8,804. Estimated Population for Shadowglen is 2,523 residents.

Subdivision Inspection

- Street Inspection- 8
- Water Inspection- 6
- Wastewater Inspection- 8



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 19, 2016

PREPARED BY: Lydia M. Collins

DEPARTMENT: Finance

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on acceptance of the unaudited September, 2016 Monthly Financial Report.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Financial Report

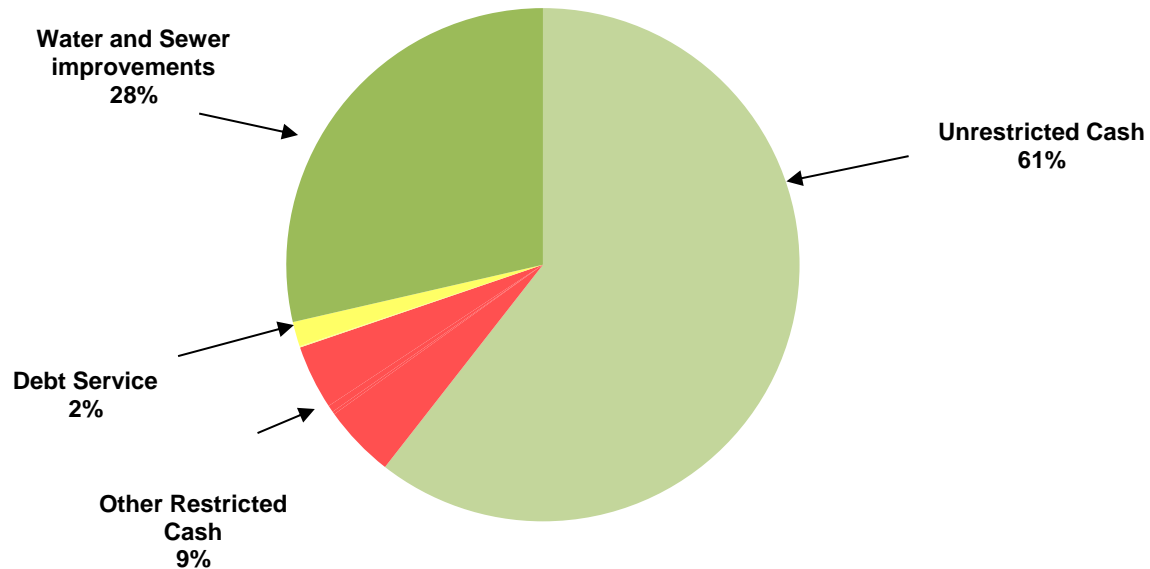
STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council accept the unaudited September, 2016 Monthly Financial Report as presented.

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

**CITY OF MANOR, TEXAS
CASH AND INVESTMENTS
As of September 2016**

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>	<u>DEBT SERVICE FUND</u>	<u>SPECIAL REVENUE FUNDS</u>	<u>CAPITAL PROJECTS FUND</u>	<u>TOTAL</u>
CASH AND INVESTMENTS						
Unrestricted:						
Cash for operations	\$ 1,574,739	\$ 4,886,705				\$ 6,461,443
Restricted:						
Tourism				486,604		486,604
Court security and technology	18,988					18,988
Rose Hill PID				46,971		46,971
Customer Deposits		431,774				431,774
Park	8,456					8,456
Debt service			166,213			166,213
Capital Projects						
Water and sewer improvements				3,050,688		3,050,688
TOTAL CASH AND INVESTMENTS	<u>\$ 1,602,182</u>	<u>\$ 5,318,478</u>	<u>\$ 166,213</u>	<u>\$ 3,584,264</u>	<u>\$ -</u>	<u>\$ 10,671,138</u>



Overview of funds:
GF is in a favorable status.
\$87,224.73 sales tax collected
UF is in a favorable status
DSF is in a favorable status
CIP Fund is in a favorable status



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 19, 2016

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to accept the resignation of Council Member, Place 3 Todd Shaner.

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 accept the resignation of Council Member, Place 3 Todd Shaner.

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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 19, 2016

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

DEPARTMENT: City Engineer

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a construction contract for the 2016 Paving Improvements Project.

BACKGROUND/SUMMARY:

The project is to repair failing pavement sections of Brenham Street east of FM 973.

PRESENTATION: ☒ YES ☐ NO

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

Letter of Recommendation

Bid Tabulations

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the construction contract for the 2016 Paving Improvements Project.

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

JAY ENGINEERING COMPANY, INC.

P.O. Box 1220

Leander, TX 78646

(512) 259-3882

Fax 259-8016

Texas Registered Engineering Firm F-4780

October 12, 2016

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

Re: 2016 Paving Improvements Improvements
Letter of Award Recommendation

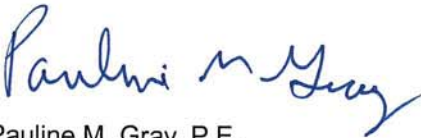
Dear Mrs. Jonse:

Bids were publicly opened and read on October 4, 2016 for the above referenced project. As reflected on the attached Bid Tabulation, two (2) bids were received. The lowest, responsive, responsible bidder is Alpha Paving Industries, LLC. We have contacted this bidder and confirmed he wants the contract at the amount bid.

As a result of our evaluation, and verification of contractor references, we hereby recommend the City award a construction contract to Alpha Paving Industries, LLC. in the amount of \$181,358.00 for all Base Bid work, with final amounts dependent on actual installed quantities.

We have prepared a Notice of Award and Agreement for execution by you in the event the City Council votes to follow this recommendation. Once the Contractor signs the Agreement and all bond and insurance requirements have been satisfied, a Notice to Proceed will be issued. Under the General Conditions of the Agreement, the Contractor shall begin construction within ten (10) days of the notice to proceed and substantially complete the project within thirty (30) calendar days excluding any justified delays. Please call if you should have any questions in this regard.

Sincerely,



Pauline M. Gray, P.E.

PMG/s

Enclosure

PN: 100-072-20

BID TABULATION

Bid Date: October 4, 2016

Project: 2016 Paving Improvments

Owner: City of Manor, Texas

Engineer: Jay Engineering Co. Inc.

Checked By: Pauline M. Gray, P.E.

	Bid Item	1	2	3	4	5	6	7	
	Description	Pavement and Base Repair	Seal All Cracks in Roadway	Add Double Yellow Striping Pavment Markers	Traffic Control Plan	Pothole Repair	Paint Stop Bar	Project Sign	Total Base Bid
	Quantity	1,566	1,300	2,664	1	5	1	1	
Bidder	Unit	SY	LF	LF	LS	SY	EA	EA	
Alpha Paving Industries	Unit Price	\$105.00	\$4.00	\$2.00	\$3,000.00	\$400.00	\$400.00	\$1,000.00	
PO Box 6565									
Round Rock, TX 78683	Item Cost	\$164,430.00	\$5,200.00	\$5,328.00	\$3,000.00	\$2,000.00	\$400.00	\$1,000.00	\$181,358.00
Myers Concrete Construction, L.P.	Unit Price	\$181.46	\$4.61	\$5.39	\$10,975.41	\$489.97	\$342.98	\$813.36	
PO Box 2928									
Wimberley, TX 78676	Item Cost	\$284,166.36	\$5,993.00	\$14,358.96	\$10,975.41	\$2,449.85	\$342.98	\$813.36	\$319,099.92

BID TABULATION

Bid Date: October 4, 2016

Project: 2016 Paving Improvments

Owner: City of Manor, Texas

	Bid Item	1-A	2-A		
	Description	2-inch HMAC Type C Overlay	Remove Crack Sealing from Project	Total Alternate Bid A	Total Base and Alternate Bid
	Quantity	7,700	1,300		
Bidder	Unit	SY	LF		
Alpha Paving Industries	Unit Price	\$11.00	-\$2.00		
PO Box 6565					
Round Rock, TX 78683	Item Cost	\$84,700.00	-\$2,600.00	\$82,100.00	\$263,458.00
Myers Concrete Construction, L.P.	Unit Price	\$22.93	-\$3.77		
PO Box 2928					
Wimberley, TX 78676	Item Cost	\$176,561.00	-\$4,901.00	\$171,660.00	\$490,759.92



AGENDA ITEM NO. 7

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 19, 2016

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on an addendum to the Professional Services Agreement between the City of Manor and Jay Engineering Company, Inc.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Addendum

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the addendum to the Professional Services Agreement between the City of Manor and Jay Engineering Company, Inc.

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

EXHIBIT B

ADDENDUM NO. 46

ADDENDUM TO PROFESSIONAL SERVICES AGREEMENT

An addendum to the Professional Services Agreement between the City of Manor, Texas, as CLIENT, and Jay Engineering Company, Inc., as ENGINEER, dated October 15, 2001.

Through this addendum, CLIENT hereby authorizes ENGINEER to undertake the work assignment described in the following, said assignment to be performed within the terms and conditions defined in said Professional Services Agreement, except as modified herein.

ASSIGNMENT: 2016 UPDATE – COMMUNITY IMPACT FEE SCHEDULE, WITH STUDIES, MAPPING, COST ANALYSES, MEETINGS AND HEARINGS.

SCOPE OF SERVICES:

- ☐ See attached.
- ☒ Scope as defined in the following: Review current program status and new growth needs with advisory committee. Perform growth projections, land use assumptions, and conduct public hearing/meetings. Develop impact fee project list for water and wastewater, prepare cost estimates with fee-eligible portions, recommend new fee structure and conduct public hearing/meetings. Furnish support documentation and mapping for City files and provide implementation guidelines.

COMPENSATION:

- ☒ Lump Sum Fee of \$26,900
- ☐ ____ (%) Preset Percent of Construction Cost (curve fee times actual construction cost)
- ☐ TSPE/ACEC Fees of Median Compensation (fee determined by actual construction cost)

CITY OF MANOR, TEXAS

JAY ENGINEERING COMPANY, INC.

By: _____

By:  _____

Date: _____

Date: October 11, 2016

Jaeco Project No.100-069-20



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 19, 2016

PREPARED BY: Frances Aguilar

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a agreement between the City of Manor and Iron Mountain Information Management, LLC for storage services.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Contract

Iron Mountain Fees

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the contract between the City of Manor and Iron Mountain Information Management, LLC for storage services.

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

Affiliate /Multi-Location Agreement

The site/location identified below agrees to accept the same terms and conditions as outlined in the existing Agreement between Iron Mountain Information Management, LLC ("Iron Mountain") and Texas Comptroller of Public Accounts (the "Customer"), which was made effective on November 1, 2010.
(Reference existing customer ID contract # 962-M4 currently governed by this Agreement)

Pricing (Select one of the following options)

- ☒ Storage and/or services will be performed by Iron Mountain in accordance with the rates established for the above referenced Customer Agreement. Reference existing Fee Schedule or Rate Table ID: TPASS

* For Records Management accounts only:

The **Program Startup / Initial Move Rate** (if different from master account) is: [click here]
per [click here]

- ☐ Storage and/or services will be performed by Iron Mountain in accordance with the rates listed in the attached Pricing Schedule (Schedule A), which is dated: _____

New Site/Location or Renegotiating Account Information

☐ Data Protection ☒ Records Management

Designated Location / Company Name		Applicable Account ID's	
City of Manor		Attach an additional form if there are too many ID's to list in this section	
Service Address Line 1: <u>201 E Parsons St</u>		<u>DP/Secure Base</u>	<u>RM/SKP</u>
Line 2: <u>Manor, TX 78653</u>		<i>include complete 5.6 Oracle/Branch #</i>	AF369
Customer Contact: <u>Frances Aguilar</u>			
Contact Phone #: <u>512-272-5555</u>			
Contact Email: <u>fmaquilar@cityofmanor.org</u>			
Service Branch: <u>[click here]</u>			
Mileage (one way) from IM Service facility: _____ miles			

- ☐ Check here if more pages will be attached to identify additional sites/locations

Except as expressly amended above, all other terms and conditions of the Agreement shall remain in full force and effect.

Customer Company Name		Iron Mountain Information Management, LLC	
Individual Signing: (type or print first & last name)		Individual Signing:	
Signature:		Signature:	
Title:		Title:	
Date:		Date:	

Approved as to Form and Legal Content Iron Mountain Legal Department
Dan Lake, Corporate Counsel, February 23, 2016, for Texas Comptroller

[Signature]

Record Storage Services

Iron Mountain

Item No.	Service Description	Unit of Measure (UOM)	Unit Price
1	NEW ACCOUNT INITIAL TRANSFER OF RECORDS INCLUDES: PICKUP, TRANSPORT, RECEIPT AND DATA ENTRY OF RECORDS TO ESTABLISH THE INITIAL STORAGE BALANCE (EXCLUDING GEOLOGICAL MATERIALS)	Cubic Foot	0.940
2	RECEIPT AND DATA ENTRY FOR STORAGE BOX LISTINGS (Note: This line items applies to existing Iron Mountain accounts.)	Cubic Foot	1.258
3	DATA ENTRY FOR LISTING OF INDIVIDUAL FILES WITHIN BOX ONE OR TWO FIELDS - ALPHA OR NUMERIC NOTE: IM CONNECT (WEB BASED PORTAL) ON-LINE ENTRY BY CUSTOMER IS AVAILABLE AT NO CHARGE	Each	0.327
4	REGULAR STORAGE - STANDARD STORAGE BOX MONTHLY RECURRING FEE	Cubic Foot	0.173
5	CLIMATE CONTROLLED STORAGE - STANDARD STORAGE BOX MONTHLY RECURRING FEE	Cubic Foot	0.173
6	PROCESSING AND HANDLING FEE FOR REGULAR, RUSH, AND HALF DAY ADDITIONAL CHARGES APPLY: RETRIEVAL - Line Item No. 7 PICK UP/ DELIVERY FEE - Line Item No. 11	Cubic Foot	1.995
7	REGULAR RETRIEVAL FOR STORAGE BOX ADDITIONAL CHARGES APPLY: PROCESSING AND HANDLING FEE - Line Item No. 6 REGULAR PICK-UP - Line Item No. 11	Cubic Foot	1.954
8	REGULAR RETRIEVAL FOR INDIVIDUAL FILE ADDITIONAL CHARGES APPLY: PROCESSING AND HANDLING FEE - Line Item No. 6 REGULAR PICK-UP - Line Item No. 11	Each	2.567

Record Storage Services

Iron Mountain

Item No.	Service Description	Unit of Measure (UOM)	Unit Price
9	RUSH RETRIEVAL - STORAGE BOX CALL BY 3PM FOR SAME BUSINESS DAY DELIVERY WITHIN 3 HOURS OF REQUEST CALL AFTER 3PM FOR NEXT MORNING DELIVERY BY 11 AM ADDITIONAL CHARGES APPLY: PROCESSING AND HANDLING FEE - Line Item No. 6 REGULAR PICK-UP - Line Item No. 11	Cubic Foot	3.898

Record Storage Services

Iron Mountain

Item No.	Service Description	Unit of Measure (UOM)	Unit Price
10	RUSH RETRIEVAL - INDIVIDUAL FILE CALL BY 3PM FOR SAME BUSINESS DAY DELIVERY WITHIN 3 HOURS OF REQUEST CALL AFTER 3PM FOR NEXT MORNING DELIVERY BY 11 AM ADDITIONAL CHARGES APPLY: PROCESSING AND HANDLING FEE - Line Item No. 6 REGULAR PICK-UP - Line Item No. 11	Each	5.555
11	REGULAR PICK-UP AND/OR DELIVERY - NEW OR RETURN FILES AND BOXES SCHEDULED WITHIN 48 HOURS OF REQUEST	Per Pickup/Delivery	16.819
12	RUSH PICK-UP AND/OR DELIVERY - NEW OR RETURN FILES AND BOXES SAME BUSINESS DAY OR NEXT DAY CALL BY 3PM FOR SAME BUSINESS DAY DELIVERY WITHIN 3 HOURS OF REQUEST CALL AFTER 3PM FOR NEXT MORNING DELIVERY BY 11 AM	Per Pickup/Delivery	67.309
13	HALF DAY PICK-UP AND/OR DELIVERY - NEW OR RETURN FILES AND BOXES 10AM CUTOFF FOR AFTERNOON DELIVERY BY 5PM OR 3PM CUTOFF FOR NEXT DAY DELIVERY BY 12 NOON	Per Pickup/Delivery	33.659
14	RUSH PICK UP AND/OR DELIVERY - NEW OR RETURN FILES AND BOXES CALL BY 3PM FOR SAME BUSINESS DAY DELIVERY/PICK UP WITHIN 3 HOURS OF REQUEST. CALL AFTER 3PM FOR NEXT MORNING DELIVERY BY 11AM. Weekend or Holiday	PICK UP / DELIVERY	124.531
15	REFILE - STORAGE BOX	Each	1.954
16	REFILE - INDIVIDUAL FILE	Each	2.567
17	REGULAR INTERFILE - CARTON	Each	4.235
18	PERMANENT WITHDRAWAL - STORAGE BOX(ES) ADDITIONAL CHARGES APPLY: PROCESSING AND HANDLING FEE - Line Item No. 6 REGULAR RETRIEVAL - Line Item No. 7 REGULAR PICK-UP - Line Item No. 11	Cubic Foot	1.391

Record Storage Services

Iron Mountain

Item No.	Service Description	Unit of Measure (UOM)	Unit Price
19	DVD OR CD ARCHIVE ON DICOM - MAMMOGRAPHY MEDICAL RECORDS COMPLIANT WITH SENATE BILL 1082	Each	4.338
20	MICROFILM - MONTHLY RECURRING VAULT STORAGE	Cubic Foot	1.258
21	MAGNETIC TAPES OR CARTRIDGES MONTHLY RECURRING VAULT STORAGE PER SLOT	Slot	0.256
22	MAGNETIC TAPES OR CARTRIDGES MONTHLY RECURRING VAULT STORAGE 20 TAPES MAXIMUM PER CONTAINER	Container	5.504
23	MAGNETIC TAPES OR CARTRIDGES - RETRIEVAL / REFILE PER SLOT	Slot	0.108
24	MAGNETIC TAPES OR CARTRIDGES - RETRIEVAL / REFILE PER CONTAINER	Container	1.627
25	PHOTOCOPY SERVICE OF DOCUMENTATION WITHIN STORAGE BOX OR FILE	Page	0.119

Record Storage Services

Iron Mountain

Item No.	Service Description	Unit of Measure (UOM)	Unit Price
26	SECURE SHREDDING SERVICES - STORAGE BOX ADDITIONAL CHARGES APPLY: PROCESSING AND HANDLING FEE - Line Item No. 6 REGULAR RETRIEVAL - Line Item No. 7 <u>NOTICE TO STATE AGENCIES -PRIOR TO UTILIZING THIS SERVICE, REFER TO CCG CONTRACT NO. 050815-CCG-DD. THIS SHOULD ONLY BE USED IF OUTSIDE THE SERVICE AREA OF THE CCG CONTRACT.</u>	Cubic Foot	2.916
27	SECURE SHREDDING COLLECTION AND SERVICES 65 GALLON LOCKED CONTAINER - PLACED AT CUSTOMER'S LOCATION. PICKUP AND OFF-SITE SHREDDING OF FULL CONTAINERS TO BE SCHEDULED BY AGREEMENT BETWEEN CUSTOMER AND CONTRACTOR (DAILY, WEEKLY OR MONTHLY) <u>NOTICE TO STATE AGENCIES -PRIOR TO UTILIZING THIS SERVICE, REFER TO CCG CONTRACT NO. 050815-CCG-DD. THIS SHOULD ONLY BE USED IF OUTSIDE THE SERVICE AREA OF THE CONTRACT.</u>	Each	10.824
28	DESTRUCTION SERVICES FOR PLASTICS, MEDIA ETC. (Note: This is not for paper)	LB	0.430
29	DIGITAL IMAGE ON DEMAND SERVICES - NOT FOR FULL DOCUMENT CONVERSION: FOR REASONABLE ACTIVE RETRIEVAL RATE ON DOCUMENTS STORED MAKING THEM AVAILABLE WITHIN HOURS. CUSTOMER'S SECURITY AND AUTHORIZATION LEVELS MUST BE TAKEN INTO CONSIDERATION.	Per Image	0.266
30	STORAGE BOX - SMALL: 15 X 12 X 10 - 1.2 Cu. Ft. THIS IS FOR THE REPLACEMENT OF BOXES THAT ARE DAMAGED OR TORN AND UNSATISFACTORY FOR STORAGE AND WILL BE DONE BY MUTUAL AGREEMENT WITH CUSTOMER. INCLUDES REPACKING FEE.	Each	2.046

Record Storage Services

Iron Mountain

Item No.	Service Description	Unit of Measure (UOM)	Unit Price
31	STORAGE BOX - MEDIUM: 24 X 12 X 10 - 2.4 Cu. Ft. THIS IS FOR THE REPLACEMENT OF BOXES THAT ARE DAMAGED OR TORN AND UNSATISFACTORY FOR STORAGE AND WILL BE DONE BY MUTUAL AGREEMENT WITH CUSTOMER. INCLUDES REPACKING FEE.	Each	2.844
32	STORAGE BOX - LARGE: 24 X 15 X 10 - 3.6 Cu. Ft. THIS IS FOR THE REPLACEMENT OF BOXES THAT ARE DAMAGED OR TORN AND UNSATISFACTORY FOR STORAGE AND WILL BE DONE BY MUTUAL AGREEMENT WITH CUSTOMER. INCLUDES REPACKING FEE.	Each	2.752
33	MAGNETIC TAPES OR CARTRIDGES - MONTHLY RECURRING VAULT STORAGE 40 TAPES MAXIMUM PER CONTAINER.	Container	11.009
34	MAGNETIC TAPES OR CARTRIDGES - MONTHLY RECURRING VAULT STORAGE 60 TAPES MAXIMUM PER CONTAINER.	Container	16.513
35	Air Freight Services for Magnetic Tapes or Cartridges for tests and declaration of State of Texas Disaster: <u>From:</u> Iron Mountain's Austin Facility - 78744 <u>To:</u> Philadelphia, PA 19108	Each	See Note Below
36	Air Freight Services for Magnetic Tapes or Cartridges for tests and declaration of State of Texas Disaster. <u>From:</u> Iron Mountain's Austin Facility - 78744 <u>To:</u> Carlstadt, NJ 07072	Each	See Note Below
37	Air Freight Services for Magnetic Tapes or Cartridges for tests and declaration of State of Texas Disaster. <u>From:</u> Iron Mountain's Austin Facility - 78744 <u>To:</u> Atlanta, GA 30309	Each	See Note Below

Record Storage Services

Iron Mountain

Item No.	Service Description	Unit of Measure (UOM)	Unit Price
38	Air Freight Services for Magnetic Tapes or Cartridges for tests and declaration of State of Texas Disaster. <u>From:</u> Iron Mountain's Austin Facility, 78744 <u>To:</u> Wood Dale, IL 60191	Each	See Note Below
	<u>NOTE:</u> The actual tests and declared disaster events pricing for Line Item Nos. 35 thru 38 shall be current air freight charges at the time of the event. These line items are specific to the Comptroller of Public Accounts (CPA) usage.		