



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

CITY COUNCIL REGULAR MEETING AGENDA

WEDNESDAY, MARCH 15, 2017

7:00 P.M.

CITY COUNCIL CHAMBERS, 105 E. EGGLESTON ST.

CALL REGULAR SESSION TO ORDER

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.***

CONSENT AGENDA

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

- | | |
|--|------------------------------------|
| 1. Consideration, discussion, and possible action to approve the minutes for the February 1, 2017 City Council Regular Meeting. | Frances Aguilar,
City Secretary |
| 2. Consideration, discussion, and possible action to approve the minutes for the February 8, 2017 City Council Special Meeting. | Frances Aguilar,
City Secretary |
| 3. Consideration, discussion, and possible action on acceptance of the February, 2017 Departmental Reports: <ul style="list-style-type: none">• Development Services• Police• Municipal Court• Public Works | Tom Bolt,
City Manager |
| 4. Consideration, discussion, and possible action on acceptance of the unaudited February, 2017 Monthly Financial Report. | Lydia Collins,
Finance Director |

PUBLIC HEARING

- | | |
|--|---------------------------------------|
| 5. Conduct the second public hearing regarding the annexation of property being approximately 1.68 acres of land, located at 12920 Old Hwy 20. | Scott Dunlop,
Planning Coordinator |
| 6. Conduct the second public hearing regarding the annexation of property being approximately 8.33 acres of land, located at 12920 Old Hwy 20. | Scott Dunlop,
Planning Coordinator |
| 7. Conduct a public hearing regarding the creation of a Public Improvement District – EntradaGlen. | Tom Bolt,
City Manager |

REGULAR AGENDA

- | | |
|---|---------------------------------------|
| 8. Consideration, discussion, and possible action on the creation of the EntradaGlen Public Improvement District. | Tom Bolt,
City Manager |
| 9. Consideration, discussion, and possible action on a second reading of a draft municipal service plan for the annexation of property being approximately 1.68 acres of land, located at 12920 Old Hwy 20. | Scott Dunlop,
Planning Coordinator |
| 10. Consideration, discussion, and possible action on a second reading of a draft municipal service plan for the annexation of property being approximately 8.33 acres of land, located at 12920 Old Hwy 20. | Scott Dunlop,
Planning Coordinator |
| 11. Consideration, discussion, and possible action on a first reading of an ordinance rezoning 1.68 acres out of the Greenbury Gates Survey Number 63, Abstract 315 and Calvin Barker Survey 38, Abstract 58, Travis County, located at 12920 Old Hwy 20 from Interim Agricultural (A) to Light Commercial (C-1). | Scott Dunlop,
Planning Coordinator |
| 12. Consideration, discussion, and possible action to approve a disbursement of Hotel Occupancy Tax Funds creation of public art to be displayed at 200 E. Parsons Street, locally known as the site of Thermal Mechanical Company. | Tom Bolt,
City Manager |
| 13. Consideration, discussion, and possible action to approve a contract with Government Capital, for the financing of police vehicles and authorize the City Manager to sign the contract and other documents related to this transaction. | Ryan Phipps,
Chief of Police |

ADJOURNMENT

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

§551.071 Consultation with Attorney

§551.072 Deliberations regarding Real Property

§551.073 Deliberations regarding Gifts and Donations

§551.074 Personnel Matters

§551.076 Deliberations regarding Security Devices

§551.087 Deliberations regarding Economic Development Negotiations

POSTING CERTIFICATION

I, hereby, certify that this notice of the Manor City Council Special Meeting Agenda was posted on this 10th day of March, 2017 at 5:00 P.M., as required by law in accordance with Section 551.043 of the Texas Government Code.

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

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

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

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 NO. ¹_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

PREPARED BY: Frances Aguilar

DEPARTMENT: City Secretary's Office

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the minutes for the February 1, 2017 City Council Regular Meeting.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Minutes from February 1, 2017 City Council Regular Meeting

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve the minutes for the February 1, 2017 City Council Regular Meeting.

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



**CITY COUNCIL
REGULAR MEETING MINUTES
MARCH 1, 2017**

A regular meeting of the Manor City Council was held on Wednesday, March 1, 2017, in the Manor City Hall City Council Chambers, located at 105 E. Eggleston Street, Manor, Texas.

COUNCIL MEMBERS

PRESENT:

Mayor, Rita Jonse
Place 1, Gene Kruppa
Place 2, Maria Amezcua
Place 3, Anne Weir
Place 4, Zindia Pierson
Place 5, Rebecca Davies
Place 6, Ryan Stone

CITY STAFF

PRESENT:

Thomas Bolt, City Manager
Frances Aguilar, City Secretary

CALL REGULAR SESSION TO ORDER

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 Jonse, Ms. Debbie Tucker led the Pledge of Allegiance.

PRESENTATIONS

There were no presentations.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

1. Consideration, discussion, and possible action to approve the minutes for the February 15, 2017 City Council Regular Meeting.

A motion to approve the minutes for the February 15, 2017 City Council Regular Meeting was made by Council Member Stone, seconded by Council Member Amezcua. The motion carried by the following vote:

Vote: 7 For – 0 Against.

2. Consideration, discussion, and possible action on a second reading of an ordinance rezoning 149 acres more or less in the Greenbury Gates Survey 63, Abstract 315 and the Calvin Baker Survey, Abstract 58, located at the SE corner of US Hwy 290 and FM 973, Manor, TX from single-family residential (R-1) to planned unit development (PUD). Agent: ALM Engineering. Owner: Greenview Development.

A motion to approve the second reading of an ordinance rezoning 149 acres as presented with the concept plan and the preliminary plan expiring five (5) years after the filing date was made by Council Member Kruppa, seconded by Council Member Stone. The motion carried by the following vote:

Vote: 7 For – 0 Against.

PUBLIC HEARING

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

A motion to recess the public hearing regarding the creation of a Public Improvement District – EntradaGlen until March 15, 2017 was made by Council Member Pierson, seconded by Council Member Amezcua. The motion carried by the following vote:

Vote: 7 For – 0 Against

REGULAR AGENDA

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

A motion to postpone the creation of the EntradaGlen Public Improvement District until March 15, 2017 was made by Council Member Pierson, seconded by Council Member Amezcua. The motion carried by the following vote:

Vote: 7 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 7:02 P.M.:

Section 551.074 Personnel Matter – City Manager evaluation

Section 551.074 Personnel Matter – City Manager contract

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and to act on item(s) discussed during Closed Executive Session at 8:00 P.M.

5. Take action as deemed appropriate in the City Council's discretion regarding the City Manager evaluation.

There was no action taken on the agenda item.

6. Take action as deemed appropriate in the City Council's discretion regarding the City Manager contract.

A motion to approve an increase in the City Manager's base annual salary to \$138,000 and to authorize the City Attorney to execute a new contract starting March 16, 2017 was made by Council Member Kruppa. Seconded by Council Member Amezcua. The motion carried by the following vote:

Vote 7 For – 0 Against.

ADJOURNMENT

A motion to Adjourn made by Council Member Weir. Seconded by Council Member Pierson. The motion carried by the following vote:

Vote 7 For – 0 Against.

Meeting was adjourned at 8:04 P.M.

APPROVE:

Rita G. Jonse
Mayor

ATTEST:

Frances M. Aguilar, TRMC, CMC
City Secretary



AGENDA ITEM NO. ²_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

PREPARED BY: Frances Aguilar

DEPARTMENT: City Secretary's Office

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the minutes for the February 8, 2017 City Council Regular Meeting.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Minutes from February 8, 2017 City Council Regular Meeting

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve the minutes for the February 8, 2017 City Council Regular Meeting.

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



AGENDA ITEM NO. ³_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on acceptance of the February, 2017 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

February, 2017 Departmental Reports:

- Development Services
- Police
- Municipal Court
- Public Works

STAFF RECOMMENDATION:

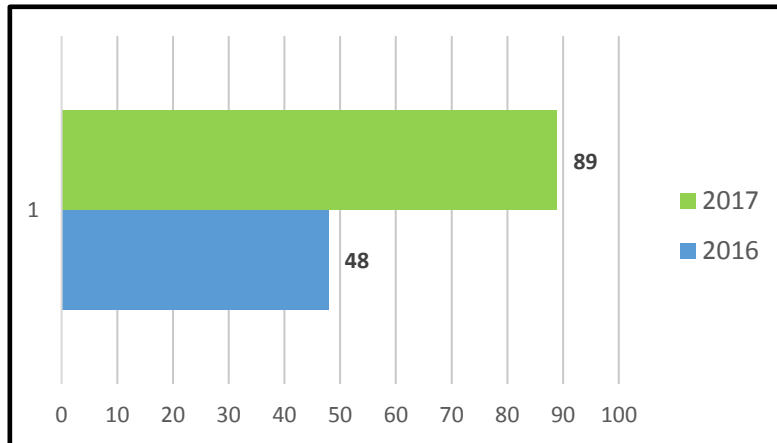
It is City staff's recommendation that the City Council accept the February, 2017 Departmental Reports.

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

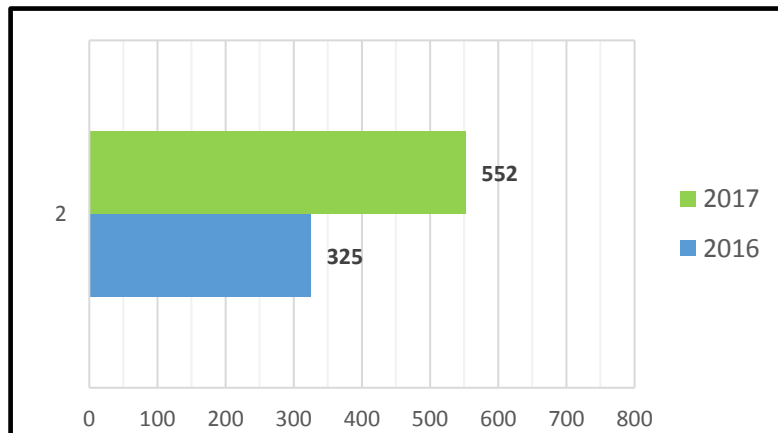


FEBRUARY 2017

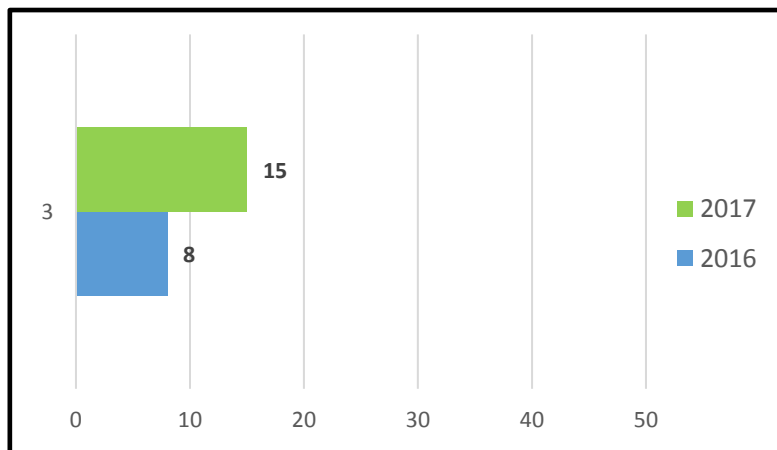
DEPARTMENT OF DEVELOPMENT SERVICES
THOMAS BOLT, DIRECTOR



PERMITS ISSUED



INSPECTIONS



COs ISSUED

DEVELOPMENT SERVICES DEPARTMENT REPORT
PROJECT VALUATION AND FEE REPORT
FOR
CITY OF MANOR, TX
February 1 - 28, 2017

Description	Projects	Valuation	Fees	Detail
Commercial Electrical		\$2,000.00	\$172.00	
Commercial Irrigation		\$85,659.00	\$344.00	
Commercial Sign		\$15,315.00	\$916.00	
Moving A Structure		\$0.00	\$260.00	
Residential Accessory		\$5,006.81	\$212.00	
Residential Electrical		\$1,000.00	\$167.00	
Residential Irrigation		\$6,000.00	\$321.00	
Residential Mechanical-HVAC		\$20,850.00	\$214.00	
Residential New		\$15,145,300.55	\$427,289.70	
Residential Plumbing		\$5,970.00	\$535.00	
Residential Remodel/Repair		\$204,500.00	\$1,931.50	
Totals	89	\$15,491,601.36	\$432,362.20	

Total Certificate of Occupancies Issued: 15

Total Inspections(Comm & Res): 552

Tom Bolt, City Manager





Manor Police Department

Monthly Council Report

Ryan S. Phipps - Chief of Police

Date of Meeting:

3/15/2017

February 2017

Activity	Reported Month	Same month Prior year	Percentage difference	
Calls for Service	1538	984	56.3↑	Patrol Car Rental
Average CFS per day	54.9	33.9	61.9↑	Last Month \$3,105
Open Cases	164	23	613↑	YTD \$4,470
Charges Filed	115	54	112.9↑	
Alarm Responses	32	23	39↑	
Drug Cases	26	14	85.7↑	
Family Violence	3	10	70↓	
Arrests F/M	22F/93M	14F/43M	57F↑/116M↑	
Animal Control	17	20	15↓	
Traffic Accidents	23	30	23↓	
DWI Arrests	10	3	233↑	
Traffic Violations	749	377	98.6↑	
Ordinance Violations	14	4	250↑	
Siezuers	N/A	N/A	N/A	
Laboratory Submissions	9	12	25↓	

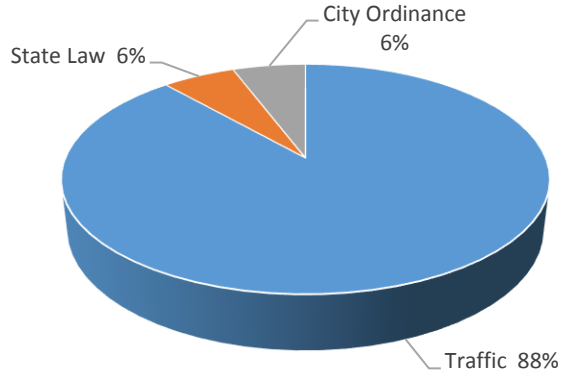
Notes:

City of Manor Municipal Court

FEBRUARY 2017

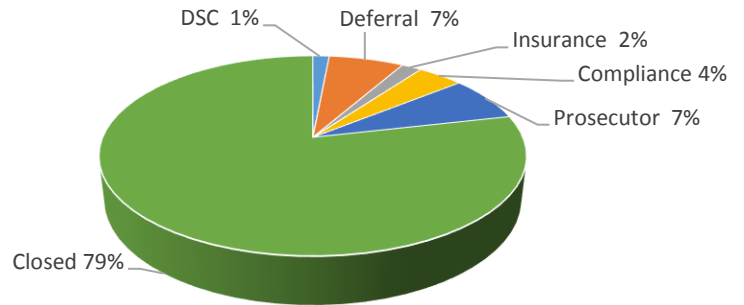
Violations Filed	Feb-17	Feb-16
Traffic	522	228
State Law	34	23
City Ord.	34	7
Total	590	258

PERCENTAGE OF VIOLATIONS



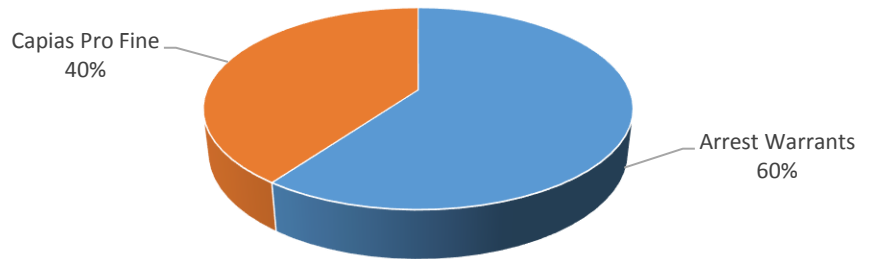
Dismissals	Feb-17	Feb-16
DSC	9	5
Deferral	41	19
Insurance	11	2
Compliance	25	12
Prosecutor	44	14
Closed	477	423
Total	607	475

PERCENTAGE OF DISMISSALS



Warrants	Feb-17	Feb-16
Arrest Warrants	60	1
Capias Pro Fine	40	0
Total	100	1

PERCENTAGE OF WARRANTS



Money Collected in February 2017

Kept By City	\$56,031.67
Kept By State	\$24,877.79
Total	\$80,909.46

Money Collected in February 2016

Kept By City	\$38,837.67
Kept By State	\$16,187.06
Total	\$55,024.73



PUBLIC WORKS DEPARTMENT

February, 2017 Report

Street and Public, Parks, and Maintenance Department

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

Water and Wastewater Department

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

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

Water Production & Purchase

In February, 55% of the water we supplied to our residents was from our wells, and we purchased 45% from Bluewater and Manville WSC. In the month of February, the estimated population of residents in the City of Manor is 9,259. Estimated Population for Shadowglen is 2,552 residents.

Subdivision Inspection

- Street Inspections- 11
- Water Inspections- 10
- Wastewater Inspections- 10



AGENDA ITEM NO. ⁴_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

PREPARED BY: Lydia Collins

DEPARTMENT: Finance

AGENDA ITEM DESCRIPTION:

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

BACKGROUND/SUMMARY:

PRESENTATION: ☐YES ☒NO

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

February, 2017 Monthly Financial Report.

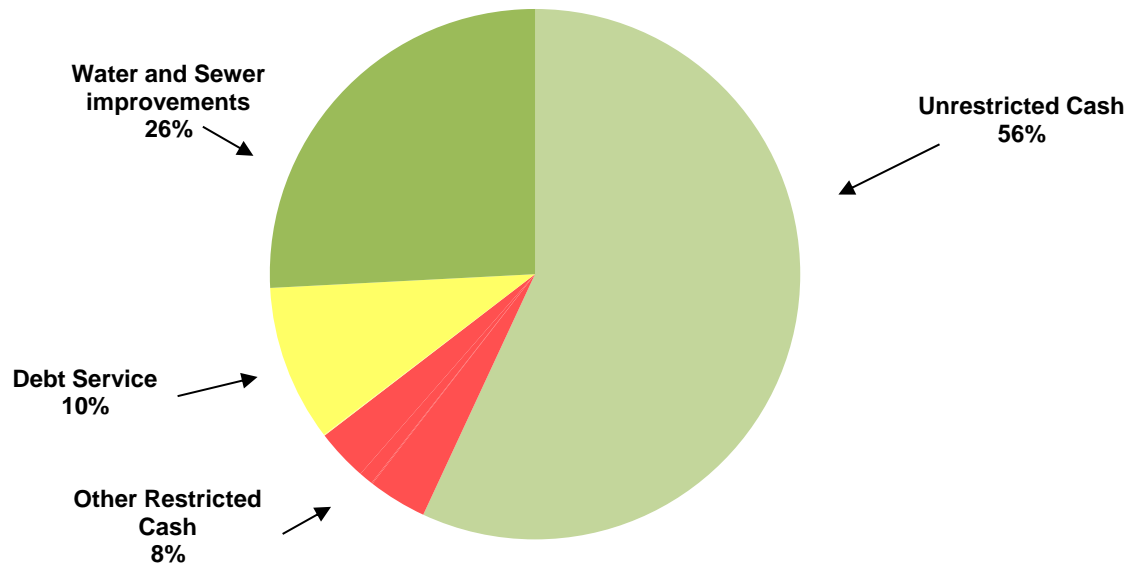
STAFF RECOMMENDATION:

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

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

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

CASH AND INVESTMENTS	GENERAL FUND	UTILITY FUND	DEBT SERVICE FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	TOTAL
Unrestricted:						
Cash for operations	\$ 2,846,065	\$ 5,218,616				\$ 8,064,681
Restricted:						
Tourism				507,589		507,589
Court security and technology	9,172					9,172
Rose Hill PID				122,075		122,075
Customer Deposits		446,775				446,775
Park	8,469					8,469
Debt service			1,349,562			1,349,562
Capital Projects						
Water and sewer improvements				3,658,754		3,658,754
TOTAL CASH AND INVESTMENTS	\$ 2,863,706	\$ 5,665,392	\$ 1,349,562	\$ 4,288,418	\$ -	\$ 14,167,077



Overview of funds:

\$123,840.63 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. ⁵_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct the second public hearing regarding the annexation of property being approximately 1.68 acres of land, located at 12920 Old Highway 20.

BACKGROUND/SUMMARY:

2nd public hearing for the voluntary annexation of 1.68 acres out of a 10.01 acre tract in the Bell Farms neighborhood area. There is proposed service station at this location. Zoning for C-1 is in process for this 1.68 acres.

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.

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

EXHIBIT “B”

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 tracts 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 provided for herein and that existing are sufficient to service the subject property on the same terms and conditions as other similarly situated properties currently within the City limits and no capital improvements are required to offer municipal services on the same terms and conditions as other similarly situated properties within the City;

WHEREAS, the owner(s) of the subject property agree they will benefit from the City’s development restrictions and zoning requirements, as well as other municipal services provided by the City, which are good and valuable consideration for this service plan; 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 following services will be provided 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 agreement between the City and the ESD’s present personnel and equipment of the ESD fire fighting force and the volunteer fire fighting force with the limitations of water available. Radio response for Emergency Medical Services with the present contract personnel and equipment of the ESD.

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 regulatory and zoning jurisdiction of the City shall be extended to include the annexed area, and the use of all property therein shall be grandfathered; and shall be temporarily zoned "A" with the intent to rezone the subject property upon request of the landowner or staff. The Planning & Zoning Commission and the City Council will consider rezoning the subject property at future times in response to requests submitted by the landowner(s) or authorized city staff.

(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) In accordance with the applicable rules and regulations for the provision of water service, water service will be provided to the subject property, or applicable portions thereof, by the utility holding a water certificate of convenience and necessity ("CCN") for the subject property or portions thereof (the "CCN holder") and, as applicable, the utility providing wholesale or retail water service to said CCN holder. Absent a water CCN, by the utility in whose jurisdiction the subject property, or portions thereof as applicable, is located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of water service. If connected to the City's water utility system, the subject property 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, 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 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. The continued use of a water well that is in use on the effective date of the annexation and is in compliance with applicable rules and regulations shall be permitted and such use may continue until the subject property owner requests and is able to connect to the City's water utility system.

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) (a) In accordance with the applicable rules and regulations for the provision of wastewater service, wastewater service will be provided to the subject property, or applicable portions thereof, by the utility holding a wastewater CCN for the subject property, or portions thereof as applicable, or absent a wastewater CCN, by the utility in whose jurisdiction the subject property, or portions thereof as applicable, is located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of wastewater service. If connected to the City's wastewater utility system, the subject property 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 by City ordinances. Upon acceptance of the wastewater lines within the subject property and any off-site improvements, 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. The continued use of a septic system that is in use on the effective date of the annexation and is in compliance with all applicable rules and regulations shall be permitted and such use may continue until the subject property owner requests and is able to connect to the City's wastewater utility system.

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.

(3) **Capital Improvements.** Construction of the following capital improvements shall be initiated after the effective date of the annexation: None. Upon development of the subject property or redevelopment, the landowner will be responsible for the development costs the same as a developer in a similarly situated area under the ordinances in effect at the time of development or redevelopment. No additional capital improvements are necessary at this time to service the subject property the same as similarly situated properties.

(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 the Annexation Ordinance and exhibits attached to the Annexation Ordinance to which this Service Plan is attached.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct the second public hearing regarding the annexation of property being approximately 8.33 acres of land, located at 12920 Old Highway 20.

BACKGROUND/SUMMARY:

2nd public hearing for the involuntary annexation of 8.33 acres out of a 10.01 acre tract in the Bell Farms neighborhood area.

Previously, the property owner had petitioned to annex all 10.01 acres. When the proposed zoning wouldn't allow for their uses, they pulled the 10.01 petition and re-filed as only 1.68 acres. City staff sought to have all 10.01 in the city. This 8.33 is the balance of the 10.01 they property owner did not voluntary petition for annexation. They have not indicated any uses for the 8.33 acres or applied for zoning. The 8.33 acres will be interim Agricultural at the conclusion of the annexation proceedings on April 19th.

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.

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



-  City Limits
-  8.33 Acre Property
-  1.68 Acre Property

Proposed Annexation Property





AGENDA ITEM NO. 7

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

PREPARED BY: Frances Aguilar

DEPARTMENT: City Secretary's Office

AGENDA ITEM DESCRIPTION:

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

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

STAFF RECOMMENDATION:

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

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



AGENDA ITEM NO. ⁸_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

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

BACKGROUND/SUMMARY:

PRESENTATION: ☐YES ☒NO

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

STAFF RECOMMENDATION:

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

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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

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 1.68 acres of land, located at 12920 Old Highway 20.

BACKGROUND/SUMMARY:

This is the second reading of the draft municipal service plan that outlines what entities will provide utility service to property upon annexation. Currently it is in Manville's water CCN and Manor's wastewater.

PRESENTATION: ☐ YES ☒ NO

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

Draft 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



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

- City Limits
- 8.33 Acre Property
- 1.68 Acre Property

Proposed Annexation Property





AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

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 8.33 acres of land, located at 12920 Old Highway 20.

BACKGROUND/SUMMARY:

This is the second reading of the draft municipal service plan that outlines what entities will provide utility service to property upon annexation. Currently it is in Manville's water CCN and Manor's wastewater.

PRESENTATION: ☐ YES ☒ NO

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

Draft 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

EXHIBIT “B”

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 tracts 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 provided for herein and that existing are sufficient to service the subject property on the same terms and conditions as other similarly situated properties currently within the City limits and no capital improvements are required to offer municipal services on the same terms and conditions as other similarly situated properties within the City;

WHEREAS, the owner(s) of the subject property agree they will benefit from the City’s development restrictions and zoning requirements, as well as other municipal services provided by the City, which are good and valuable consideration for this service plan; 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 following services will be provided 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 agreement between the City and the ESD’s present personnel and equipment of the ESD fire fighting force and the volunteer fire fighting force with the limitations of water available. Radio response for Emergency Medical Services with the present contract personnel and equipment of the ESD.

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 regulatory and zoning jurisdiction of the City shall be extended to include the annexed area, and the use of all property therein shall be grandfathered; and shall be temporarily zoned "A" with the intent to rezone the subject property upon request of the landowner or staff. The Planning & Zoning Commission and the City Council will consider rezoning the subject property at future times in response to requests submitted by the landowner(s) or authorized city staff.

(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) In accordance with the applicable rules and regulations for the provision of water service, water service will be provided to the subject property, or applicable portions thereof, by the utility holding a water certificate of convenience and necessity ("CCN") for the subject property or portions thereof (the "CCN holder") and, as applicable, the utility providing wholesale or retail water service to said CCN holder. Absent a water CCN, by the utility in whose jurisdiction the subject property, or portions thereof as applicable, is located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of water service. If connected to the City's water utility system, the subject property 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, 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 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. The continued use of a water well that is in use on the effective date of the annexation and is in compliance with applicable rules and regulations shall be permitted and such use may continue until the subject property owner requests and is able to connect to the City's water utility system.

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) (a) In accordance with the applicable rules and regulations for the provision of wastewater service, wastewater service will be provided to the subject property, or applicable portions thereof, by the utility holding a wastewater CCN for the subject property, or portions thereof as applicable, or absent a wastewater CCN, by the utility in whose jurisdiction the subject property, or portions thereof as applicable, is located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of wastewater service. If connected to the City's wastewater utility system, the subject property 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 by City ordinances. Upon acceptance of the wastewater lines within the subject property and any off-site improvements, 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. The continued use of a septic system that is in use on the effective date of the annexation and is in compliance with all applicable rules and regulations shall be permitted and such use may continue until the subject property owner requests and is able to connect to the City's wastewater utility system.

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.

(3) **Capital Improvements.** Construction of the following capital improvements shall be initiated after the effective date of the annexation: None. Upon development of the subject property or redevelopment, the landowner will be responsible for the development costs the same as a developer in a similarly situated area under the ordinances in effect at the time of development or redevelopment. No additional capital improvements are necessary at this time to service the subject property the same as similarly situated properties.

(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 the Annexation Ordinance and exhibits attached to the Annexation Ordinance to which this Service Plan is attached.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a first reading of an ordinance rezoning 1.68 acres out of the Greenbury Gates Survey Number 63, Abstract 315 and Calvin Barker Survey 38, Abstract 58, Travis County, located at 12920 Old Hwy 20 from Interim Agricultural (A) to Light Commercial (C-1).

BACKGROUND/SUMMARY:

This portion of the property is currently being voluntarily annexed and this is the zoning to go along with the annexation. The proposed use of the property is a service station, which is one of the allowable uses under C-1. C-1 may be too intense a use for this property as it's bounded by a neighborhood and not on state highway/right-of-way. Neighborhood business could be better zoning category for this property. NB allows for service stations as a conditional use. At the P&Z meeting on March 8th they voted 2-2 to recommend NB which as tie vote means they haven't provided a recommendation. A re-posting at their April 19th could have more members present and a specific yes or no recommendation.

PRESENTATION: ☐ YES ☒ NO

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

Proposed zoning map

Justification letter

Mailing labels for property owners notified within 300 feet

C-1 permitted uses

NB permitted uses

STAFF RECOMMENDATION:

It is City staff's recommendation, that the zoning request be sent back to the Planning Commission for a specific recommendation at their April 12th meeting.

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

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM INTERIM AGRICULTURAL (A) TO LIGHT COMMERCIAL (C-1); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

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

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

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

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

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

Section 2. Amendment of Zoning Ordinance. Ordinance No. 185, as amended, the City of Manor Zoning Ordinance (the "Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

Section 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property"), from the current zoning district Interim Agricultural (A) to zoning district Light Commercial (C-1). The Property is accordingly hereby rezoned to Light Commercial (C-1).

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

PASSED AND APPROVED FIRST READING on this the 15th day of March 2017.

PASSED AND APPROVED SECOND AND FINAL READING on this the 19th day of April 2017.

ATTEST:

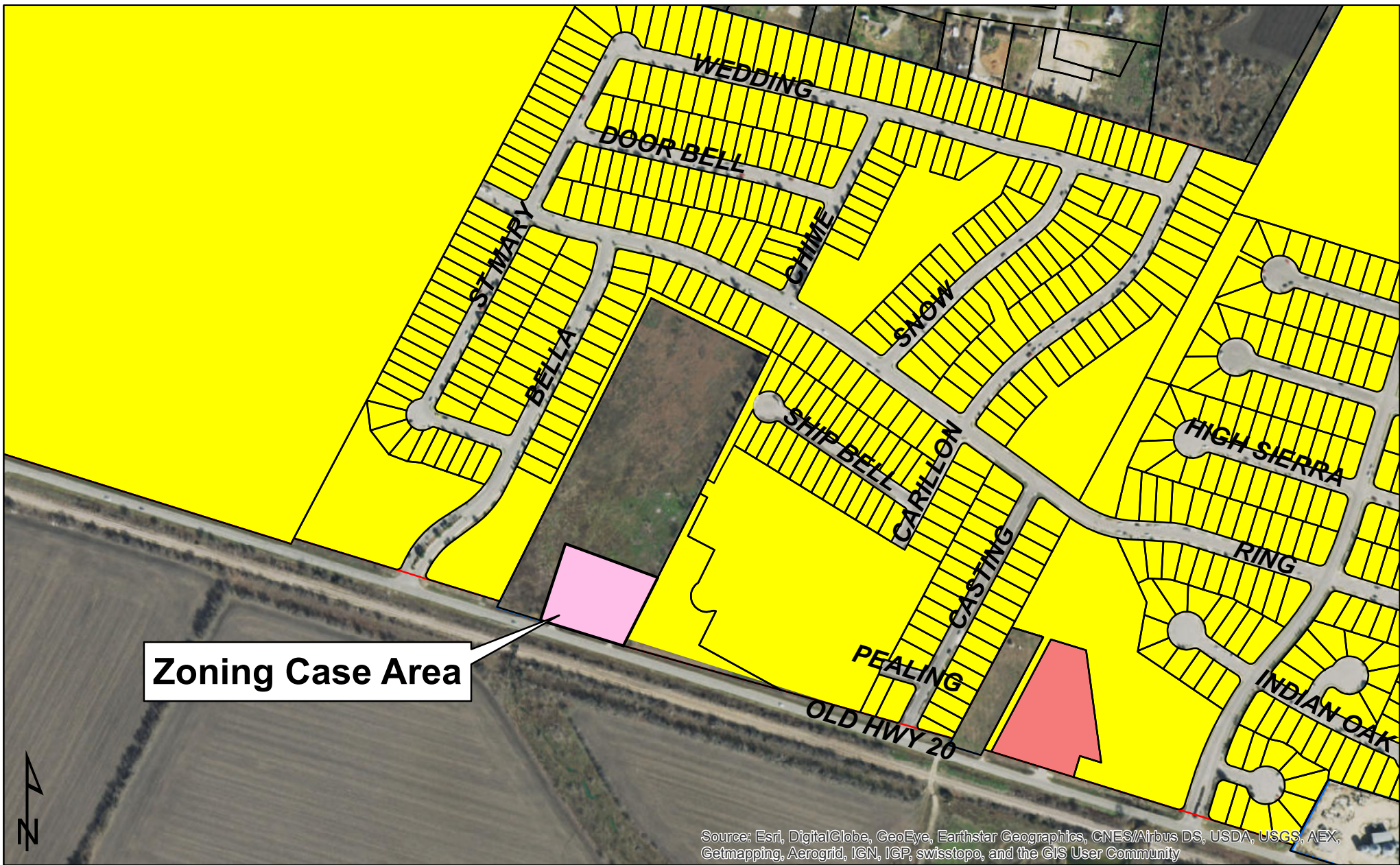
THE CITY OF MANOR, TEXAS

Frances Aguilar, City Secretary

Rita Jonse, Mayor

EXHIBIT “A”

Property Legal Description: Being 1.68 acres of land, out of the Greenbury Gates Survey number 63, Abstract number 315, and the Calvin Barker Survey number 38, Abstract number 58, both in Travis County, Texas, and being a portion of that certain Silvino Suarez and Santiago Suarez 10.001 acre tract recorded in document number 2006212794, Official Public Records, said County.



Proposed Zoning:
Light Commercial (C-1)
*Current Zoning: Annexation pending,
 no current zoning*

Zone

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



Rezoning/Variance/Waiver Justification

Rezoning/Variance/Waiver Justification:

NOTE: The reviewing entity must determine the existence of, sufficiency of and weight of evidence supporting the findings described below. Therefore, you must complete each of the applicable Findings Statements as part of your application. Failure to do so may result in your application being rejected as incomplete. Please attach any additional support documents.

REASONABLE USE:

1. The zoning regulations applicable to the property do not allow for a reasonable use because:

Currently unzoned because in the EJT of Manor and would like to develop this property as commercial sites

HARDSHIP:

2. (a) The hardship for which the zoning change or variance/waiver is requested is unique to the property in that:

The site currently at default zoning from the annexation into the City of Manor and will require the appropriate zoning for the proposed use.

- (b) The hardship is not general to the area in which the property is located because:

Zoning surrounding the site is within the City of Manor and is currently residential only. Client intends to transition from retail to multi-family to effectively blend in with the surrounding residential properties.

AREA CHARACTER:

3. The zoning change or variance/waiver will not alter the character of the area adjacent to the property, will not impair the use of adjacent conforming property, and will not impair the purpose of the regulations of the zoning district in which the property is located because:

Developer intends to transition type of development accommodate residential development surrounding this site.

NOTE: The reviewing entity cannot grant a zoning change or variance/waiver that would provide the applicant with a special privilege not enjoyed by others similarly situated or potentially similarly situated.

City of Manor
PO Box 387
Manor, TX 78653

Suzanna Del Rio
12633 Bella Pkwy
Manor, TX 78653

Neal & Jetina Bingham
700 FM 1331
Taylor, TX 76574

Justice Evangula R
12705 Bella Pkwy
Manor, TX 78653

Bell Farms Master Community Inc
PS Property Management
PO Box 7079
Round Rock, TX 78683

Pacesetter Homes LLC
14400 The Lakes BV Bdg C STE 200
Pflugerville, TX 78660

Brittany McMillan
12905 Tinker St
Manor, TX 78653

Jesus Ruiz Sosa
12909 Tinker St
Manor, TX 78653

Pacesetter Homes LLC
14400 The Lakes BV Bdg C STE 200
Pflugerville, TX 78660

Rodrigo A Sanchez
12917 Tinker St
Manor, TX 78653

Brandy Wright
12921 Tinker St
Manor, TX 78653

Pacesetter Homes LLC
14400 The Lakes BV Bdg C STE 200
Pflugerville, TX 78660

Pacesetter Homes LLC
14400 The Lakes BV Bdg C STE 200
Pflugerville, TX 78660

Pacesetter Homes LLC
14400 The Lakes BV Bdg C STE 200
Pflugerville, TX 78660

Demetrios Santikos
12904 Pealing Way
Manor, TX 78653

Pacesetter Homes LLC
14400 The Lakes BV Bdg C STE 200
Pflugerville, TX 78660

Rudy Cortez
12916 Pealing Way
Manor, TX 78653

Gabriel Jimenez
12909 Pealing Way
Manor, TX 78653

Pacesetter Homes LLC
14400 The Lakes BV Bdg C STE 200
Pflugerville, TX 78660

Pacesetter Homes LLC
14400 The Lakes BV Bdg C STE 200
Pflugerville, TX 78660

Pacesetter Homes LLC
14400 The Lakes BV Bdg C STE 200
Pflugerville, TX 78660

Greenview Development
501 Vale St
Austin, TX 78746

COMMERCIAL DISTRICTS

C-1

Light Commercial

This District allows a mix of commercial uses including retail, office, light commercial, and similar uses excluding residential and multifamily. Allows the retail of goods and products to which value is added on-site, including sales of goods and services outside of the primary structure.

Site Development Standards

Lot		Massing	
Minimum Lot Size	5,750 sq ft	Maximum Height	60 ft
Minimum Lot Width	50 ft	Maximum FAR	1.8
Maximum Building Coverage	60%	Minimum Setbacks:	
Maximum Building Coverage		Front Yard	25 ft
with Accessory Buildings	70%	Street Side Yard	15 ft
Landscape Requirement	15%	Side Yard	25 ft*
		Rear Yard	25 ft^

* 0 or 10 ft side yard to all C, I, IN

^ 10 ft rear yard to all C, I, IN

Permitted and Conditional Uses

Residential

Congregate Living	Retirement Housing
Convalescent Services	Transitional Housing
Group Residential	

Civic

College or University	Cultural Services
Communication Service Facilities	Postal Facilities
Community Events	Religious Assembly
Community Recreation	Safety Services
Private Primary and Secondary	Transportation Terminal
Education Facilities	All Other Civic Uses
Public Primary and Secondary	
Education Facilities	

C-1

Light Commercial

Commercial

Administrative Offices	Funeral
Administrative Services	Game Rooms (c)
Art Gallery	General Retail Sales
Art Workshop	Hotel and Motel
Bed and Breakfast	Indoor Entertainment
Business and Trade Schools	Indoor Sports and Recreation
Club or Lodge	Laundry Services
Cocktail Lounge	Liquor Sales
Commercial Off-Street Parking	Medical Offices
Communication Services	Monument Retail Sales
Consumer Convenience Stores	Off-Site Accessory Parking
Consumer Repair Services	Personal Improvement Services
Counseling Services	Personal Services
Day Care Services	Pet Services
Financial Services	Printing and Publishing
Florist - no greenhouse	Professional Office
Food Court Establishment (c)	Restaurant
Food Preparation less than 2,500 sq. ft. GFA	Restaurant Drive-Through
Food Sales	Service Station
	Theater

MIXED USE DISTRICTS

NB

Neighborhood Business

Neighborhood Business allows a mix of commercial uses excluding single-family residential and manufactured home residential. The district allows the sale of goods and products to which value has been added on-site in addition to other neighborhood support services located at or near single-family and multifamily residential development. Multifamily is only allowed in a mixed-use building where retail and/or services are located on the ground floor.

Site Development Standards

Lot		Massing	
Minimum Lot Size	5,750 sq ft	Maximum Height	35 ft
Minimum Lot Width	50 ft	Maximum FAR	0.5
Maximum Building Coverage	45%	Minimum Setbacks:	
Maximum Building Coverage		Front Yard	20 ft
with Accessory Buildings	55%	Street Side Yard	10 ft
Landscape Requirement	15%	Side Yard	20 ft*
		Rear Yard	10 ft

* 0 or 10 ft side yard to all C, I, IN

Permitted and Conditional Uses

Residential

Condominium Residential	Transitional Housing (c)
Multifamily Residential	

Civic

Community Events (c)	Public Primary and Secondary Education
Community Recreation (c)	Facilities (c)
Private Primary and Secondary	Postal Facilities
Education Facilities (c)	Religious Assembly
	All Other Civic Uses

Commercial

Administrative Offices	Food Sales
Administrative Services (c)	General Retail Sales
Art Gallery	Laundry Services
Art Workshop	Liquor Sales

NB

Neighborhood Business

Commercial

Bed and Breakfast (c)	Medical Offices less than 5000 SF
Cocktail Lounge (c)	Personal Improvement Services
Consumer Convenience Stores	Personal Services
Consumer Repair Services	Pet Services
Counseling Services	Professional Office
Day Care Services (c)	Restaurant - No Drive Through
Financial Services	Service Station (c)
Florist - No Greenhouse	Veterinary Services (c)
Food Preparation Less than 5000 SF	



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2016

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve a disbursement of Hotel Occupancy Tax Funds for the creation of public art to be displayed at 200 E. Parsons Street, locally known as the site of Thermal Mechanical Company.

BACKGROUND/SUMMARY:

This Hotel Occupancy Tax funding request is for supplies, to create murals on boarded up windows in the downtown location of Thermal Mechanical Company. The color and maintenance of the panels at times has given the appearance of a closed facility. We have the opportunity to use these boarded windows as a canvas for art. Bonny Krahn (the artist) is donating her talent in this effort. Thermal Mechanical will install the art.

Having attended a number of seminars and events, I have learned that we need to create an attraction to the older part of town. These murals will have the potential of being promoted via social media and to trigger other artistic endeavors, in the older part of Manor. This in turn may generate an interest in folks coming to see the art and visiting one of the downtown establishments.

PRESENTATION: ☒ YES ☐ NO

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

Mural Examples

Budget

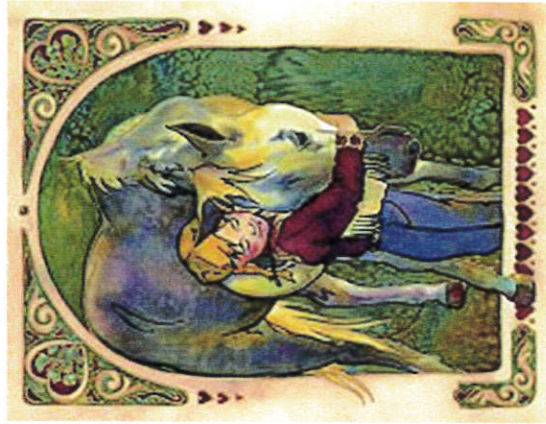
STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve a disbursement of Hotel Occupancy Tax Funds, for the creation of public art.

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







Thermal Mechanics

Murals

Total Bill

	A	B	C	D	E
1	Dick Blick	Mural paint, primer, and brushes		A	\$348.91
2	Sparc	Mural protection		B	\$150.00
3	Dale Rothermel	Plexiglass panels			\$200.00
4				Shipping	\$0.00
5				Total	\$698.91
6					
7					



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: March 15, 2017

PREPARED BY: Chief Ryan Phipps

DEPARTMENT: Police Department

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve a contract with Government Capital, for the financing of police vehicles and authorize the City Manager to sign the contract and other documents related to this transaction.

BACKGROUND/SUMMARY:

With the addition of employees and and aged fleet of vehicles there is a need to increase the number of vehicles in the Police Department Fleet specifically the CID's and Admin. fleet. This purchase would increase the FY 2017-2018 budget by approximately \$446, due to the payoff of prior police vehicle financing.

PRESENTATION: ☐ YES ☒ NO

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

Government Capital contract

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve a contract with Government Capital, for the financing of police vehicles and authorize the City Manager to sign the contract and other documents related to this transaction.

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