



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, APRIL 19, 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 April 5, 2017 City Council Regular Meeting. Frances Aguilar,
City Secretary
2. Consideration, discussion, and possible action on acceptance of the March, 2017 Departmental Reports: Tom Bolt,
City Manager
 - Development Services – Scott Dunlop
 - Police – Chief Ryan Phipps
 - Municipal Court – Sarah Friberg
 - Public Works – Mike Tuley
3. Consideration, discussion, and possible action on acceptance of the unaudited March, 2017 Monthly Financial Report. Lydia Collins,
Finance Director

- | | |
|--|---------------------------------------|
| 4. Consideration, discussion, and possible action on a second reading of an ordinance annexing 1.68 acres of land, more or less, that is adjacent and contiguous territory to the City, locally known as 12920 Old Hwy 20. | Scott Dunlop,
Planning Coordinator |
| 5. Consideration, discussion, and possible action on a second reading of an ordinance annexing 8.33 acres of land, more or less, that is adjacent and contiguous territory to the City, locally known as 12920 Old Hwy 20. | Scott Dunlop,
Planning Coordinator |

PUBLIC HEARING

- | | |
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| 6. Conduct a public hearing regarding the creation of a Public Improvement District – EntradaGlen. | Tom Bolt,
City Manager |
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REGULAR AGENDA

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| 7. Consideration, discussion, and possible action on the creation of a Public Improvement District – EntradaGlen. | Tom Bolt,
City Manager |
| 8. Consideration, discussion, and possible action on Wastewater Line Capacity Analysis. | Frank Phelan,
City Engineer |
| 9. Consideration, discussion, and possible action on an ordinance denying the proposed change in rates of Oncor Electric Delivery Company, LLC. | Tom Bolt,
City Manager |
| 10. 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). Owner: Doreid Awad, Dessau Road LLC. Applicant: Diane Bernal, Professional StuCivil Engineers, Inc. | Scott Dunlop,
Planning Coordinator |
| 11. Consideration, discussion and possible action on a first reading of an Ordinance rezoning Lot 1, Block 42 Town of Manor, locally known as 101 East Boyce Street from R-1 Single Family to NB Neighborhood Business. Owner: Salvador Casiano Jaramillo. Applicant: Ramon Duran, ATX Design Group | Scott Dunlop,
Planning Coordinator |
| 12. Consideration, discussion and possible action on a first reading of an Ordinance rezoning 17 acres more or less out of the James Manor Survey No 40, Abstract 546, Travis County, near the intersection of Gregg Manor Rd and Hill Ln, from R-2 Single Family to C-1 Light Commercial. Owner: Danny Burnett, Las Entradas Development Corporation. Applicant: Alex Granados, Kimley-Horn | Scott Dunlop,
Planning Coordinator |
| 13. Consideration, discussion and possible action on a first reading of an Ordinance rezoning 11 acres more or less out of the James Manor Survey No 40, Abstract 546, Travis County, near the intersection of W. Parsons St. and N. Bastrop St, from R-1 Single Family to C-1 Light Commercial. Owner: Danny Burnett, Las Entradas Development Corporation. Applicant: Alex Granados, Kimley-Horn | Scott Dunlop,
Planning Coordinator |
| 14. Consideration, discussion and possible action on a Conditional Use Permit for the North 80ft of Lots 11-15, Block 30 Town of Manor, locally known as 109 North Burnet Street to allow for a Game Room. Applicant: Tony Welch, Beer:30 | Scott Dunlop,
Planning Coordinator |

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|---|---------------------------------------|
| 15. Consideration, discussion, and possible action on a Concept Plan for Manor Commons East, twenty-two (22) lots on 73.3 acres more or less, located at the SE corner of US Hwy 290 and FM 973, Manor, TX. Owner: Barth Timmermann, Greenview Development Greenbury, LP. Applicant: Matt Mitchell, ALM Engineering | Scott Dunlop,
Planning Coordinator |
| 16. Consideration, discussion, and possible action on a Concept Plan for the Villages at Manor Commons, three hundred seventy five (375) single family lots on 76 acres more or less, located at the SE corner of US Hwy 290 and FM 973, Manor, TX. Owner: Barth Timmermann, Greenview Development Greenbury, LP. Applicant: Matt Mitchell, ALM Engineering | Scott Dunlop,
Planning Coordinator |
| 17. Consideration, discussion, and possible action on a Concept Plan for Stonewater re-subdivision of Lot 132, Block H, Phase 2, 10 single-family lots on 1.17 acres more or less, located at Stoneridge Gap Lane and Almodine Road, Manor, TX. Owner: Thomas Anker, Continental Homes of Texas, LP. Applicant: Melony May, Doucet and Associates. | Scott Dunlop,
Planning Coordinator |
| 18. Consideration, discussion, and possible action to approve a disbursement of Hotel Occupancy Tax Funds to Kenneth Taylor Cemetery Service for the repair of headstones at the City of Manor Cemetery. | Tom Bolt,
City Manager |

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 14th day of April, 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 _____.



AGENDA ITEM NO. ¹_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Frances Aguilar

DEPARTMENT: City Secretary's Office

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the minutes for the April 5, 2017 City Council Regular Meeting.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Minutes from April 5, 2017 City Council Regular Meeting

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve the minutes for the April 5, 2017 City Council Regular Meeting.

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



**CITY COUNCIL
REGULAR MEETING MINUTES
APRIL 5, 2017**

A regular meeting of the Manor City Council was held on Wednesday, April 5, 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
Scott Dunlop, Planning Coordinator
Mike Tuley, Public Works Director
Frank Phelan, City Engineer

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

Ms. Vicki McFarland, with the Chamber of Commerce presented Council with information about the 4th Annual Heritage Festival.

CONSENT AGENDA

A motion to approve the consent agenda was made by Council Member Davies, seconded by Council Member Amezcua. The motion carried by the following vote:

Vote: 7 For – 0 Against

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

The item was approved under consent agenda.

2. Consideration, discussion, and possible action to approve the minutes for the March 8, 2017 City Council Special Meeting.

The item was approved under consent agenda.

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

The item was approved under consent agenda.

4. Consideration, discussion, and possible action on an ordinance amending the Zoning Ordinance to rezone the north 80 feet of Lots 11 - 15, block 30 Town of Manor, which was previously zoned Institutional (I) to Downtown Business District (DB), on September 21, 2011, locally known as 109 Burnet Street.

The item was approved under consent agenda.

5. Consideration, discussion, and possible action on an ordinance amending the Zoning Ordinance to rezone 149.66 acres out of the Kimbro Survey Abstract 456, Number 46, which was previously zoned Interim Residential (R-1) to Heavy Industrial (IN-2) on September 17, 2008, locally known as 13910 FM 1100.

The item was approved under consent agenda.

6. Consideration, discussion, and possible action on an ordinance amending the Zoning Ordinance to rezone Lots 11 - 15, Block 22 Town of Manor, which was previously zoned Light Commercial (C-1) to Downtown Business District (DB) on September 17, 2008, locally known as 210-218 E Parsons St.

The item was approved under consent agenda.

7. Consideration, discussion, and possible action on an ordinance amending the Zoning Ordinance to rezone W 15 feet of Lot 17 and Lots 18 - 20, Block 23 Town of Manor, which was previously zoned Light Commercial (C-1) to Downtown Business District (DB) on September 17, 2008, locally known as 102 E Parsons St.

The item was approved under consent agenda.

8. Consideration, discussion, and possible action on an ordinance amending the Zoning Ordinance to rezone Lots 17 - 19, Block 25 Town of, which was previously zoned Light Commercial (C-1) to Downtown Business District (DB) on September 17, 2008 Manor, locally known as 208 W Parsons St.

The item was approved under consent agenda.

9. Consideration, discussion, and possible action on an ordinance amending the Zoning Ordinance to rezone Lots 2-3, Block 11 Town of Manor, which was previously zoned Single Family Residential (R-1) to Light Commercial (C-1) on June 21, 2006, locally known as 103-105 E Murray Ave.

The item was approved under consent agenda.

10. Consideration, discussion, and possible action on an ordinance amending the Zoning Ordinance to rezone Lot 8, Block 14 Town of Manor, which was previously zoned Single Family Residential (R-1) to Single Family Residential (R-2) on April 19, 2006, locally known as 208 E Lane Ave.

The item was approved under consent agenda.

11. Consideration, discussion, and possible action on an ordinance amending the Zoning Ordinance to rezone Lot 9 & Alley, Block 14 Town of Manor, which was previously zoned Single Family Residential (R-1) to Single Family Residential (R-2) on April 19, 2006, locally known as 210 E Lane Ave.

The item was approved under consent agenda.

12. Consideration, discussion, and possible action on an ordinance amending the Zoning Ordinance to rezone Lot 5, Block 28 Town of Manor, which was previously zoned Light Commercial (C-1) to Downtown Business District (DB) on March 15, 2006, locally known as 201 W Parsons St.

The item was approved under consent agenda.

13. Consideration, discussion, and possible action on an ordinance amending the Zoning Ordinance to rezone Lot 9, Block 26 Town of Manor, which was previously zoned Light Commercial (C-1) to Downtown Business District (DB) on March 15, 2006, locally known as 308 W Parsons St.

The item was approved under consent agenda.

14. Consideration, discussion, and possible action on an ordinance amending the Zoning Ordinance to rezone Lot 1, Block 27 Town of Manor, which was previously zoned Light Commercial (C-1) to Downtown Business District (DB) on March 15, 2006, locally known as 309 W Parsons St.

The item was approved under consent agenda.

PUBLIC HEARING

15. 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 April 19, 2017 was made by Council Member Pierson, seconded by Council Member Kruppa. The motion carried by the following vote:

Vote: 7 For – 0 Against

REGULAR AGENDA

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

A motion to postpone the creation of the EntradaGlen Public Improvement District until April 19, 2017 was made by Council Member Kruppa, seconded by Council Member Stone. The motion carried by the following vote:

Vote: 7 For – 0 Against

17. Consideration, discussion, and possible action on a Wheeling Agreement with Manville WCS.

City Engineer gave an overview of the agreement with Manville. The agreement will be for 3 years while the City installs connecting lines. He further stated that Manville's staff has seen the changes and is contingent upon the board approval.

A motion to approve the Wheeling Agreement with Manville WCS was made by Council Member Kruppa, seconded by Council Member Stone. The motion carried by the following vote:

Vote: 7 For – 0 Against

18. Consideration, discussion, and possible action on a first reading of an ordinance annexing 1.68 acres of land, more or less, that is adjacent and contiguous territory to the City, locally known as 12920 Old Hwy 20.

A motion to approve the first reading of an ordinance annexing 1.68 acres of land, as presented was made by Council Member Davies, seconded by Council Member Pierson. The motion carried by the following vote:

Vote: 7 For – 0 Against

19. Consideration, discussion, and possible action on a first reading of an ordinance annexing 8.33 acres of land, more or less, that is adjacent and contiguous territory to the City, locally known as 12920 Old Hwy 20.

A motion to approve the first reading of an ordinance annexing 8.33 acres of land, as presented was made by Council Member Weir, seconded by Council Member Pierson. The motion carried by the following vote:

Vote: 7 For – 0 Against

20. Consideration, discussion, and possible action on a Special Use Permit, to allow for a temporary residence, for Lot 6, Block 48 Town of Manor, locally known as 309 North Lexington Street.

A motion to approve a Special Use Permit, as presented, for a term of 6 months was made by Council Member Stone, seconded by Council Member Pierson. The motion carried by the following vote:

Vote: 7 For – 0 Against

21. Consideration, discussion, and possible action on a lease agreement for certain City-owned property, being approximately a 98.286 acre tract, to be for the purposes of grazing cattle, raising and harvesting hay, and maintenance thereof.

A motion to approve a lease agreement, as presented, for a 5 year term was made by Council Member Kruppa, seconded by Council Member Amezcua. The motion carried by the following vote:

Vote: 7 For – 0 Against

22. Consideration, discussion, and possible action on an ordinance, adopting and enacting a new code of ordinances; providing for the repeal of certain ordinances not included therein; providing a penalty for the violation thereof not exceeding \$500 generally or exceeding \$2,000 for violations relating to fire safety, zoning or public health and sanitation; providing for the amendment of such code; and providing when such code and this ordinance shall become effective.

A motion to approve an ordinance, adopting and enacting a new code of ordinance as presented was made by Council Member Stone, seconded by Council Member Amezcua. The motion carried by the following vote:

Vote: 7 For – 0 Against

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

A motion to approve a disbursement of Hotel Occupancy Tax Funds to the Manor Chamber of Commerce for Manor Heritage Festival, in the amount of \$6,500 was made by Council Member Kruppa, seconded by Council Member Pierson. The motion carried by the following vote:

Vote: 6 For – 0 Against, Mayor Jonse abstained on this agenda item.

ADJOURNMENT

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

Vote 7 For – 0 Against.

Meeting was adjourned at 7:22 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: April 19, 2017

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on acceptance of the March, 2017 Departmental Reports:

- Development Services – Scott Dunlop
- Police – Chief Ryan Phipps
- Municipal Court – Sarah Friberg
- Public Works – Mike Tuley

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

March, 2017 Departmental Reports:

- Development Services
- Police
- Municipal Court
- Public Works

STAFF RECOMMENDATION:

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

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

DEVELOPMENT SERVICES DEPARTMENT REPORT
PROJECT VALUATION AND FEE REPORT
FOR
CITY OF MANOR, TX
March 1 - 31, 2017

Description	Projects	Valuation	Fees	Detail
Commercial Accessory	1	\$2,000.00	\$82.00	
Commercial Irrigation	2	\$91,535.00	\$424.00	
Commercial Mechanical-HVAC	1	\$841,414.00	\$172.00	
Commercial Plumbing	1	\$1,800.00	\$172.00	
Commercial Sign	8	\$15,561.00	\$1,874.00	
Residential Accessory	1	\$2,860.00	\$107.00	
Residential Electrical	4	\$59,117.00	\$428.00	
Residential Irrigation	4	\$10,250.00	\$428.00	
Residential Mechanical - HVAC	3	\$18,630.00	\$321.00	
Residential New	107	\$21,710,150.00	\$658,419.60	
Residential Plumbing	5	\$8,824.00	\$535.00	
Residential Remodel/Repair	1	\$6,500.00	\$285.00	
Totals	138	\$22,768,641.00	\$663,247.60	

Total Certificate of Occupancies Issued: 24

Total Inspections(Comm & Res): 969

Tom Bolt, City Manager

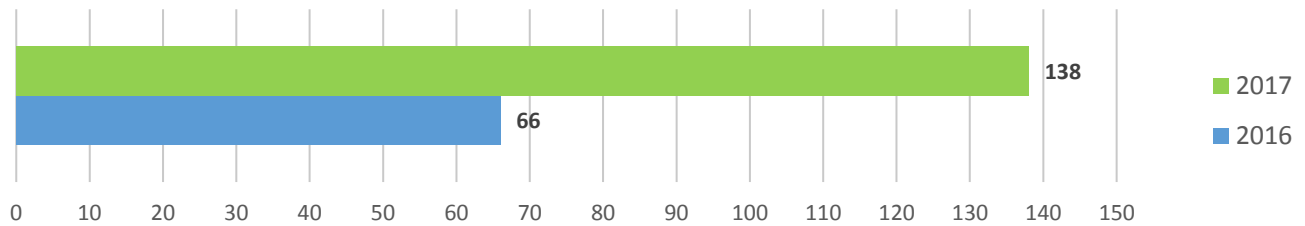




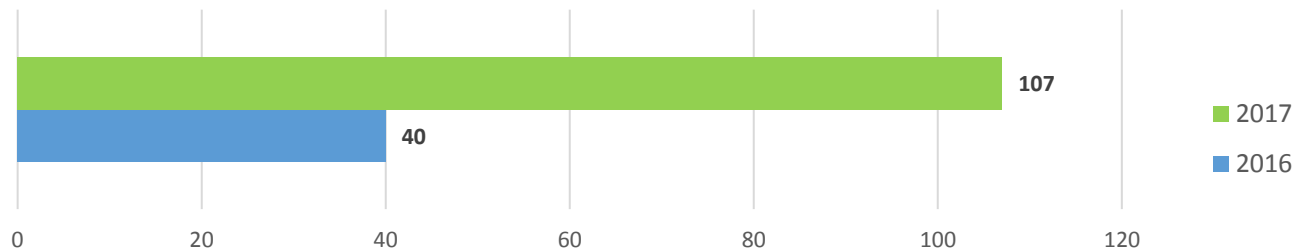
MARCH 2017

DEPARTMENT OF DEVELOPMENT SERVICES
THOMAS BOLT, DIRECTOR

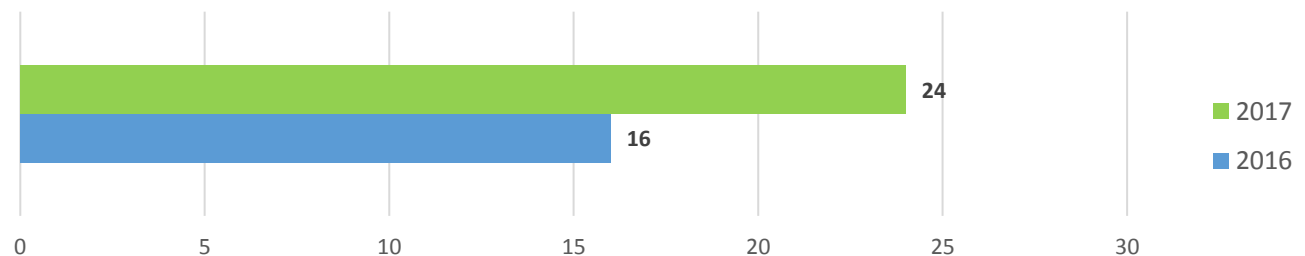
PERMITS ISSUED



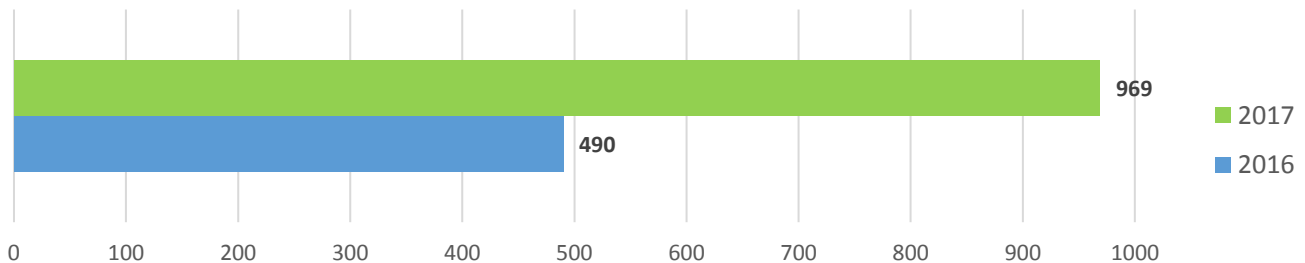
RESIDENTIAL NEW PERMITS



COs ISSUED



INSPECTIONS





Manor Police Department

Monthly Council Report

Ryan S. Phipps - Chief of Police

Date of Meeting:

4/19/2017

March 2017

Activity	Reported Month	Same month Prior year	Percentage difference	
Calls for Service	1555	1119	38.9↑	Patrol Car Rental
Average CFS per day	50	36	38.9↑	Last Month \$6,495
Open Cases	10	20	50↓	YTD \$10,965
Charges Filed	71	78	8.9↓	
Alarm Responses	26	29	10.3↓	
Drug Cases	11	24	54↓	
Family Violence	8	6	33.3↑	
Arrests F/M	21F/78M	9F/69M	133F/13.0M↑	
Animal Control	26	11	136.3↑	
Traffic Accidents	39	32	21.8↑	
DWI Arrests	14	5	180↑	
Traffic Violations	711	408	74.2↑	
Ordinance Violations	8	9	11↓	
Seizures	N/A	N/A		
Laboratory Submissions	12	11	9↑	

Notes:

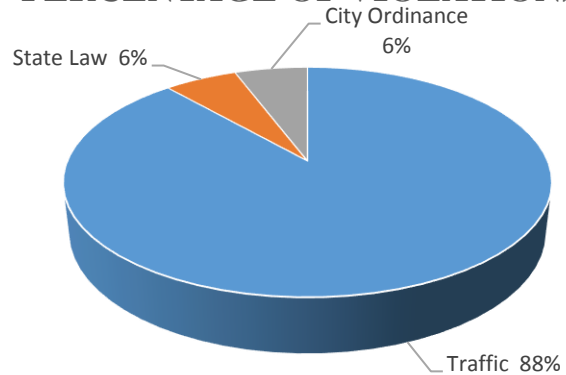
*DNA- DATA NOT AVAILABLE

City of Manor Municipal Court

MARCH 2017

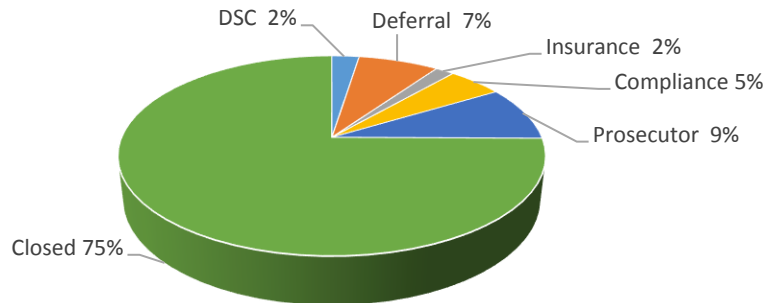
Violations Filed	Mar-17	Mar-16
Traffic	522	228
State Law	34	23
City Ord.	34	7
Total	590	258

PERCENTAGE OF VIOLATIONS



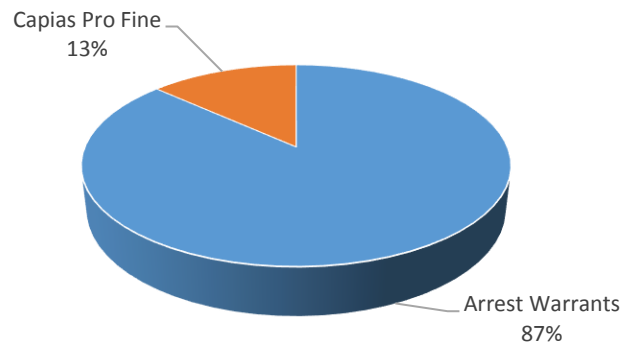
Dismissals	Mar-17	Mar-16
DSC	16	6
Deferral	47	13
Insurance	11	7
Compliance	32	23
Prosecutor	57	35
Closed	485	568
Total	648	652

PERCENTAGE OF DISMISSALS



Warrants	Mar-17	Mar-16
Arrest Warrants	501	463
Capias Pro Fine	77	46
Total	578	509

PERCENTAGE OF WARRANTS



Money Collected in March 2017	
Kept By City	\$58,784.17
Kept By State	\$26,814.18
Total	\$85,598.35

Money Collected in March 2016	
Kept By City	\$42,649.82
Kept By State	\$19,216.21
Total	\$61,866.03



March, 2017 REPORT PUBLIC WORKS DEPARTMENT

Street and Public, Parks, and Maintenance Department

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

Water and Wastewater Department

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

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

Water Production & Purchase

In the month of March, 53% of the water we supplied to our residents was from our wells and we purchased 47% from Bluewater and Manville WSC. In March, the estimated population of residents in the City of Manor is 9,276. Estimated Population for Shadowglen is 2,558 residents.

Subdivision Inspection

- Street Inspection- 6
- Water Inspection- 11
- Wastewater Inspection- 11



Street and Parks Monthly Report March 2017

Street Inspections:

Concrete sidewalks walls/flume. 3-23-2017

Concrete sidewalks walls/flume. 3-23-2017

Walk throughs:

Presidential Heights Phase 1- 2/16-2017

Las Entradas North 3-13-2017

Presidential Glen Phase 6/4-5-2017

Daily Duties and Projects:

- 25' Flag Pole has been installed at the Manor Cemetery, we have also had all other flag poles restrung and new flags installed.
- Began to implement a chemical spraying program, began to spray areas around City properties where unwanted vegetation is desired.
- Straightened out Jennie Lane park fence backstop.
- Laid 70 tons of hot mix asphalt. 50 tons on Wheeler Street and 20 tons on Caldwell Street and Joy Lee lane.
- Cleaned up 2 blocks of drainage ditches on Eggleston Street to improve water flow.
- Repaired road base wash out in alley behind Valero Gas Station and Texas Traditional BBQ.
- Performed full park assessments on future parklands, Bell Farms, Carriage Hills, and Greenbury.
- Built an 11'x11' concrete slab and placed a chain link dog kennel on the slab to allow more space for Animal Control to contain animals.
- AT&T and Bluebonnet electric straighten out multiple poles and installed guide wires where they were needed.
- Performed multiple inspections and walk throughs on new phases of subdivisions. (Presidential Glen, Presidential Heights, Las Entradas, Stone water).
- The mowing crew mowed weekly and we concluded the time it will take to mow all City properties. (It will take the mowing crew 2 weeks to have every piece of City owned property cut. Some properties will be mowed weekly by a different crew (project crew).
- The crew cleaned the inside of our maintenance yard and disposed of any unwanted debris and rearranged equipment and fleet.
- The crew trimmed trees all around the City and parks and planted 1 oak tree in the Jennie Lane Park in replace of 1 dead burr oak.
- Installed a 40'x30' road base pad at the Miller Building to accommodate 2/40 yard roll offs that will remain permanent for City Clean-Up.
- On 4-7-2017 we will install a gate at the miller building drive to not allow public to utilize our roll-offs during closed hours.
- Installed 10 more engineer grade stop signs. Majority of them being in the Old Town district.
- The department is planning to touch up areas on the Cemetery u-drive and have it ready before the Raising of the Flag event on 4-15-2017.
- Installed a small landscape around the Manor Cemetery flag pole.
- In the process of having Viking Fence Company install a new fence around the Cemetery property.
- Restored and moved the Historic sign next to the new flag pole in the Manor Cemetery.



Wastewater Department Monthly Report March 2017

For the month of March, the Wastewater Department had 5 service calls, 10 repair jobs, 15 maintenance jobs, and 11 inspections.

Service calls include: Sewer clog, jetted manhole and assured City side was cleared at all times.

Repair calls include: Repaired broken manholes, replaced cleanout caps and lids, and repaired sewer service.

Maintenance:

HD Supply - pick up concrete manhole rises 6 of the 3" risers and 6 of the 6" risers for stock.
Stonewater Lift Station - repaired stenner pump that feeds hydrogen peroxide to lift station.
Motion Industries - picked up motor and gear box for Traveling Bridge on sand filter and installed it.
Wastewater Plant - changed cl₂ bottle number 1 150 lbs, ordered 5 bottles of cl₂ for plant, blow center well out to clean out rags, unclogged return pipes in aeration chamber, cleaned rags out of returned pipes, changed oil out in clarifier drive by and ordered pipets for testing.
Bell Farms Lift Station - ordered hydrogen peroxide for Bell Farms lift station.
Presidential Glen Lift Station - repaired hydrogen peroxide feed line replaced 15 ft.
Las Entradas North - installed wastewater manhole sign at Genome.
Aqua Lab - delivered 1st set of Bac T samples to Aqua Lab.
Carriage Hills Lift Station - pulled both pumps and cleared of rags.

Inspections:

Shadowglen Phase 2 Section - mandrells, vacuum and pressure test wastewater mains.
Worked by RM 3-3-17
3 Inspections at Stonewater Section 8 - wastewater mains and services by DNT Construction.
Worked by RM Dates: 3-3-17, 3-6-17, 3-7-17
Stonewater Section 8 - wastewater mains and services by DNT Construction. Worked by RM
Las Entradas North- walk through inspection with Frank. Worked by JT 3-10-17
Presidential Glen Section 6 - walk thru inspection with Frank. Worked by JT 3-10-17
Stonewater Section 8 - pressure and vacuum test wastewater mains with DNT Construction. Worked by RM 3-14-17
Presidential Glen Section 5 - raising of castings by DNT Construction.
Worked by JT 3-20-17, 3-21-17
Presidential Heights - start up meeting for lift station. Worked by JT 3-27-17
Presidential Heights -vacuum test 2 manholes passed. Worked by RM 3-27-17



Water Department Monthly Report March 2017

For the month of March, the Water department had 55 service calls, 5 repair jobs, 12 maintenance jobs and 9 inspections.

Service calls include: low water pressure calls, meter leaks, line locates for Bluebonnet Electric replacing pole #386666, disconnected water services and read meters, connect water services, brown water call, flushed mains until cleared and meter changed outs.

Repair calls:

309 East Lane - repaired a 3/4 service line and replaced angle stop.

Manor PD - installed a 3/4 T and ball valve for irrigation.

13700 Nelson Houser - repaired 1" service line leak.

Manor PD - repaired a 3/4 service line leak.

Murchison and FM 973 - repaired broken valve box.

Maintenance:

East Elevated Water Tower – changed red aircraft warning lights out on top of the tower.

West Elevated Water Tower - changed red aircraft warning lights out on top of the tower.

City Yard- Bodi with Ditch Witch demonstrated a trailer mounted vacuum trailer for water and wastewater crews.

Bois D Arch and Tower Lane - shut off 16" water main so Austin Engineering could pull shoring from bore pit.

Fenske Sand and Gravel -ordered a load of base for stock.

Jamie and Almodine st - hydrant flow test with Capitol Hydrant.

Hamilton Point subdivision - replaced 200 metal meter lids with the plastic lids.

West Elevated Water Tower- changed lights bulb inside tower.

East Elevated Water Tower- changed light bulbs inside tower.

Clearwell - ordered 3 bottles of cl2 for clear well.

City Yard - cleaned up around pole barn and put all round metal meter box lids in a bin.

Inspections:

Stonewater Section 8 by DNT Construction - water mains and services. Worked by RM, JT 3-1-17

Stonewater Section 8 by DNT Construction - density testing on wastewater main and services trenches. Worked by RM 3-1-17

Presidential Heights - punch list items 40,41,41 and 45 by Austin Engineering.
Worked by JT 3-1-17

6 Inspections at Stonewater Section 8 by DNT Construction - water mains and services.

Worked by RM, JT Dates: 3-6-17, 3-7-17, 3-8-17, 3-9-17, 3-10-17

Stonewater Section 8 - pressure test water main with DNT Construction. Worked by RM 3-14-17



AGENDA ITEM NO. ³_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Lydia Collins

DEPARTMENT: Finance

AGENDA ITEM DESCRIPTION:

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

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

March, 2017 Monthly Financial Report.

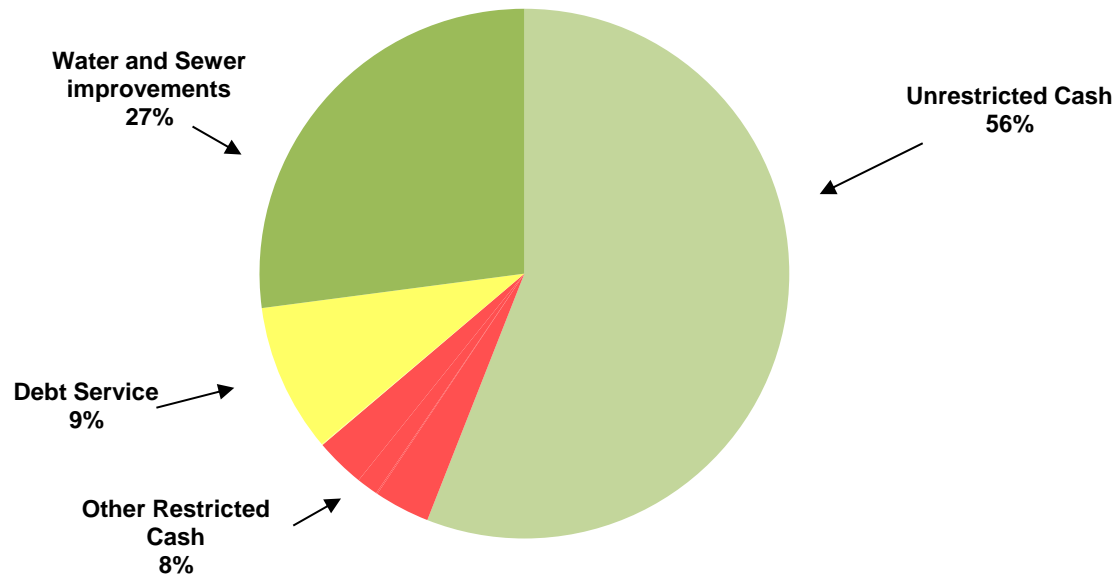
STAFF RECOMMENDATION:

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

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

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

CASH AND INVESTMENTS	GENERAL FUND	UTILITY FUND	DEBT SERVICE FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	TOTAL
Unrestricted:						
Cash for operations	\$ 2,939,813	\$ 5,413,014				\$ 8,352,828
Restricted:						
Tourism				507,238		507,238
Court security and technology	11,622					11,622
Rose Hill PID				195,491		195,491
Customer Deposits		453,905				453,905
Park	8,477					8,477
Debt service			1,352,191			1,352,191
Capital Projects						
Water and sewer improvements				4,040,810		4,040,810
TOTAL CASH AND INVESTMENTS	\$ 2,959,913	\$ 5,866,920	\$ 1,352,191	\$ 4,743,539	\$ -	\$ 14,922,563



Overview of funds:

\$ 70,697.39 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 SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a second reading of an ordinance annexing 1.68 acres of land, more or less, that is adjacent and contiguous territory to the City, locally known as 12920 Old Hwy 20.

BACKGROUND/SUMMARY:

This is the final reading annexing 1.68 acres of land at 12920 Old Hwy 20 near Bell Farms.

PRESENTATION: ☐YES ☐NO

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

Ordinance

Survey

Area Map

STAFF RECOMMENDATION:

It is City staff's recommendation, that the second reading of an Ordinance annexing 1.68 acres of land, more or less, that is adjacent and contiguous territory to the City be approved.

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

ORDINANCE NO. 471

AN ORDINANCE OF THE CITY OF MANOR, TEXAS ANNEXING 1.68 ACRES OF LAND, MORE OR LESS, THAT IS ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY; APPROVING A SERVICE PLAN FOR THE ANNEXED AREA; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS; the City of Manor, Texas (“the City”) is home rule municipality authorized by State law to annex territory lying adjacent and contiguous to the City;

WHEREAS; the owner of the property, as hereinafter described, made written request for the City to annex such property in compliance with the *Tex. Loc. Gov’t Code*;

WHEREAS; the property is adjacent to the present city limits and contiguous with the city limits;

WHEREAS; the City Council has heard and has decided to grant the request;

WHEREAS; two separate public hearings were conducted prior to consideration of this Ordinance in accordance with § 43.063 of the *Tex. Loc. Gov’t. Code*;

WHEREAS; notice of the public hearing was published in a newspaper of general circulation in the City and the territory proposed to be annexed not more than twenty (20) nor less than (10) days prior to the public hearings;

WHEREAS; the City intends to provide services to the property to be annexed according to the Service Plan attached hereto as Exhibit “B”

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

SECTION 1. All of the above premises and findings of fact are found to be true and correct and are incorporated into the body of this Ordinance as if copied herein in their entirety.

SECTION 2. That the following described property (hereinafter referred to as the “Annexed Property”) is hereby annexed into the corporate limits of the City of Manor:

All portions of that certain tract or parcel of land not previously annexed into the city limits, being 1.68 acres of land out of the Greenbury Gates survey number 63, Abstract 315 and Calvin Barker survey number 38, Abstract 58, both in Travis County, and being a portion of that certain Silvino Suarez and Santiago Suarez 10.001 acre tract recorded in document number 2006212794, Official Public Records of Travis County, Texas, being more particularly described in Exhibit “A” attached hereto and incorporated herein for all purposes.

SECTION 3. That the Service Plan submitted herewith is hereby approved as part of this Ordinance, made a part hereof and attached hereto as Exhibit “B”.

SECTION 4. That the future owners and inhabitants of the Annexed Property shall be entitled to all of the rights and privileges of the City as set forth in the Service Plan attached hereto as Exhibit “B”, and are further bound by all acts, ordinances, and all other legal action now in full force and effect and all those which may be hereafter adopted.

SECTION 5. That the official map and boundaries of the City, heretofore adopted and amended be and hereby are amended so as to include the Annexed Property as part of the City of Manor.

SECTION 6. That the Annex Property shall be temporarily zoned District “A” as provided in the City Zoning Ordinance, until permanent zoning is established therefore.

SECTION 7. That if any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared severable.

SECTION 8. That this Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov’t. Code*.

SECTION 9. That it is hereby officially found and determined that the meeting at which this Ordinance is passes was open to the public as required and that public notice of the time, place, and purpose of said meeting was given required by the Opens Meeting Act, *Chapt. 551, Tex. Gov’t Code*.

PASSED AND APPROVED on its first reading this the 5th day of April, 2017.

PASSED AND APPROVED on its second reading this the 19th day of April, 2017.

THE CITY OF MANOR, TEXAS

Rita G. Jonse,
Mayor

ATTEST:

Frances Aguilar, TRMC, CMC
City Secretary

EXHIBIT “A”

Property description: +/- 1.68 acres

All portions of that certain tract or parcel of land not previously annexed into the city limits, being 1.68 acres of land out of the Greenbury Gates survey number 63, Abstract 315 and Calvin Barker survey number 38, Abstract 58, both in Travis County, and being a portion of that certain Silvino Suarez and Santiago Suarez 10.001 acre tract recorded in document number 2006212794, Official Public Records of Travis County, Texas

EXHIBIT “B”

Approved municipal Service Plan

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.

LEGEND

- 1/2" ROD FOUND
- 1/2" ROD SET
- CALCULATED POINT
- MAG NAIL SET
- WIRE FENCE
- WOOD FENCE
- RECORD INFORMATION
- UTILITY POLE
- OVERHEAD UTILITY LINE(S)
- MANHOLE
- GAS WARNING SIGN
- INSIDE OF SUBJECT BOUNDARY
- OUTSIDE OF SUBJECT BOUNDARY
- POINT OF BEGINNING
- DRAINAGE ESMT
- WASTEWATER UTILITY ESMT
- TEMPORARY CONSTRUCTION ESMT

TEMPORARY BENCHMARK (TBM) IS TOP OF MAG NAIL SET. ELEVATION = 510.35' NAVD 1988 DATUM.

LOT 1
BELL FARMS
PHASE ONE-A
(DOC. NO. 200500049)

BELL FARMS
PHASE TWO-A
(DOC. NO. 200700061)

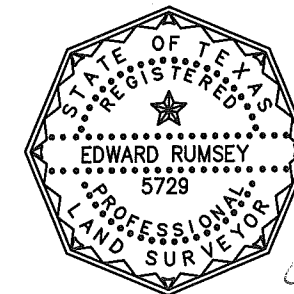
LOT 1
BELL FARMS
PHASE ONE-A
(DOC. NO. 200500049)

RESTRICTIONS

SUBJECT TO A 30' GAS LINE EASEMENT AS SHOWN ON PLAT RECORDED IN DOCUMENT NUMBER 200500049.
SUBJECT TO A 15' DRAINAGE EASEMENT RECORDED IN DOCUMENT NUMBER 2002104786.
SUBJECT TO A WASTEWATER UTILITY EASEMENT PER DOC. NO. 2005066495.
SUBJECT TO A TEMPORARY CONSTRUCTION EASEMENT PER DOC. NO. 2005066496.
SUBJECT TO EASEMENTS PER VOL.396, PG.219 AND VOL.600, PG.997. (NOT PLOTTABLE)
SUBJECT TO BLANKET TYPE EASEMENTS PER VOL.867, PG.34 AND VOL.4823, PG.1940.

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, SAID 1.68 ACRES OF LAND TO BE MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS DESCRIPTION IN EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF.



TO THE LIEN HOLDER AND / OR OWNERS OF THE PREMISES SURVEYED AND TO:

TEXAS TITLE

I DO HEREBY CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE OF THE PROPERTY LEGALLY DESCRIBED HEREON AND THAT THERE ARE NO BOUNDARY LINE CONFLICTS, ENCROACHMENTS OVERLAPPING OF IMPROVEMENTS, OR ROADS IN PLACE, EXCEPT AS SHOWN HEREON, AND CERTIFIES ONLY TO THE LEGAL DESCRIPTION AND EASEMENTS SHOWN ON THE REFERENCED TITLE COMMITMENT. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF AN ABSTRACT OF TITLE.

BELL FARMS
PHASE THREE
(DOC. NO. 201400093)

NOTICE

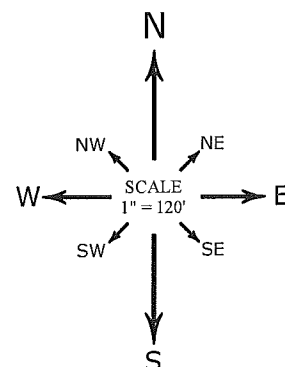
BEFORE DESIGN BEGINS ON THE SUBJECT PROPERTY THE OWNER SHOULD CHECK THE LOCAL GOVERNING AUTHORITIES ABOUT BUILDING SETBACKS AND OTHER BUILDING REQUIREMENTS.

REMAINDER OF 10.00 ACRES
SILVINO SUAREZ and
SANTIAGO SUAREZ
10.001 ACRES
(DOC. NO. 2006212794)

1.68ACRES

SILVINO SUAREZ and
SANTIAGO SUAREZ
10.001 ACRES
(DOC. NO. 2006212794)

TREE LIST	
500	10.5" HACKBERRY
501	8" HACKBERRY
502	11" HACKBERRY
503	12.5" HACKBERRY
504	10" HACKBERRY
505	12" HACKBERRY
506	11" HACKBERRY



ALLSTAR
Land surveying
9020 ANDERSON MILL RD
AUSTIN, TEXAS 78729
(512) 249-8149 PHONE
(512) 331-5217 FAX
TBPLS FIRM NO. 10135000

F.I.R.M. MAP INFORMATION

THIS PROPERTY DOES NOT LIE WITHIN THE 100 YEAR FLOOD-PLAIN, AND HAS A ZONE "X" RATING AS SHOWN ON THE FLOOD INSURANCE RATE MAPS F.I.R.M. MAP NO. 48453C0485J PANEL: 0485J
DATED: AUGUST 18, 2014
THIS CERTIFICATION IS FOR INSURANCE PURPOSES ONLY AND IS NOT A GUARANTEE THAT THIS PROPERTY WILL OR WILL NOT FLOOD. CONTACT YOUR LOCAL FLOOD PLAIN ADMINISTRATOR FOR THE CURRENT STATUS OF THIS TRACT.

ADDRESS

DOREID AWAD
12920 OLD HIGHWAY 20
MANOR, TRAVIS COUNTY, TEXAS

SURVEY DATE:	DECEMBER 02, 2016	FIELD BY:	DERICK SOLOMON	03/25/2016
TITLE CO.:	TEXAS TITLE	CALC. BY:	CHRIS ZOTTER	03/30/2016
G.F. NO.:	1602157-10	DRAWN BY:	SEAN SUTTON	03/30/2016
JOB NO.:	A1200116 - A0306316	UPDATE BY:	SEAN SUTTON	12/02/2016
		RPLS CHECK:	EDWARD RUMSEY	12/02/2016

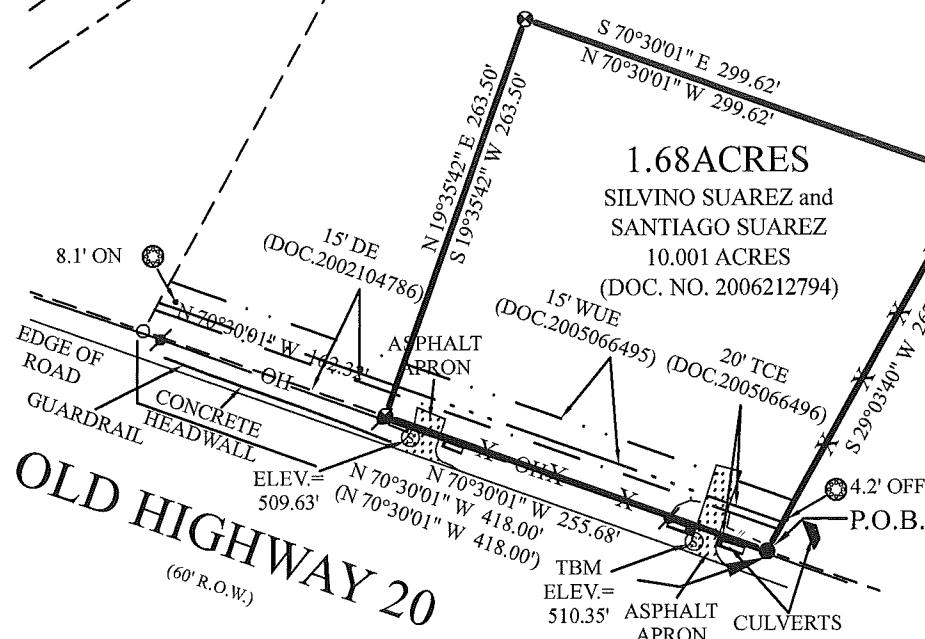


EXHIBIT "A"
LEGAL DESCRIPTION

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 OF TRAVIS COUNTY, TEXAS, SAME BEING A PORTION OF THAT CERTAIN SILVINO SUAREZ ABD SANTIAGO SUAREZ 10.001 ACRE TRACT RECORDED IN DOCUMENT NUMBER 2006212794, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, SAID 1.68 ACRES OF LAND TO BE MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING at an iron rod found in the northerly right-of-way line of Old Highway 20, at the southwest corner of Bell Farms Phase Three, a subdivision recorded in Document Number 201400093, Official Public Records, said county, same being the southeast corner of said 10.001 acre tract, for the southeast corner hereof;

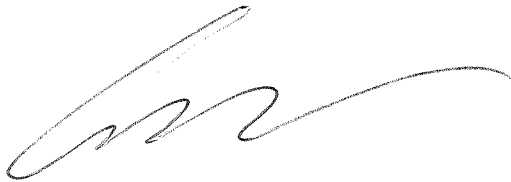
THENCE North 70 degrees 30 minutes 01 seconds West, along said right-of-way line and the southerly line of said 10.001 acre tract, 255.68 feet to a calculated point in said line, for the southwest corner hereof, from which an iron rod set at the southwest corner of said 10.001 acre tract bears, North 70 degrees 30 minutes 01 seconds West, 162.32 feet;

THENCE North 19 degrees 35 minutes 42 seconds East, through said 10.001 acre tract, 263.50 feet to a calculated point, for the northwest corner hereof;

THENCE South 70 degrees 30 minutes 01 seconds East, continuing through said 10.001 acre tract, 299.62 feet to a calculated point in the westerly line of said subdivision, same being in the easterly line of said 10.001 acre tract, for the northeast corner hereof, from which an iron rod found at the northeast corner of said 10.001 acre tract bears, North 29 degrees 03 minutes 40 seconds East, 754.51 feet;

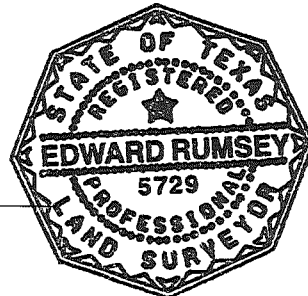
THENCE South 29 degrees 03 minutes 40 seconds West, along the westerly line of said subdivision and the easterly line of said 10.001 acre tract, 267.21 feet to the POINT OF BEGINNING.

THIS LEGAL DESCRIPTION IS TO BE USED IN CONJUNCTION WITH THE ATTACHED SURVEY PLAT (BY SEPARATE INSTRUMENT), ONLY.






EDWARD RUMSEY
TX R.P.L.S. No. 5729
Job No. A1200116 – A0306316

12/02/2016
Date





-  City Limits
-  8.33 Acre Property
-  1.68 Acre Property

Proposed Annexation Property





AGENDA ITEM NO. ⁵_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a second reading of an ordinance annexing 8.33 acres of land, more or less, that is adjacent and contiguous territory to the City, locally known as 12920 Old Hwy 20.

BACKGROUND/SUMMARY:

This is the final reading annexing 8.33 acres of land at 12920 Old Hwy 20 near Bell Farms.

PRESENTATION: ☐YES ☐NO

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

Ordinance

Survey

Area Map

STAFF RECOMMENDATION:

It is City staff's recommendation, that the second reading of an Ordinance annexing 8.33 acres of land, more or less, that is adjacent and contiguous territory to the City be approved.

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

ORDINANCE NO. 472

AN ORDINANCE OF THE CITY OF MANOR, TEXAS ANNEXING 8.33 ACRES OF LAND, MORE OR LESS, THAT IS ADJACENT AND CONTIGUOUS TERRITORY TO THE CITY; APPROVING A SERVICE PLAN FOR THE ANNEXED AREA; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS; the City of Manor, Texas (“the City”) is home rule municipality authorized by State law to annex territory lying adjacent and contiguous to the City;

WHEREAS; the property is adjacent to the present city limits and contiguous with the city limits;

WHEREAS; the City Council has heard and has decided to grant the request;

WHEREAS; two separate public hearings were conducted prior to consideration of this Ordinance in accordance with § 43.063 of the *Tex. Loc. Gov’t. Code*;

WHEREAS; notice of the public hearing was published in a newspaper of general circulation in the City and the territory proposed to be annexed not more than twenty (20) nor less than (10) days prior to the public hearings;

WHEREAS; the City intends to provide services to the property to be annexed according to the Service Plan attached hereto as Exhibit “B”

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

SECTION 1. All of the above premises and findings of fact are found to be true and correct and are incorporated into the body of this Ordinance as if copied herein in their entirety.

SECTION 2. That the following described property (hereinafter referred to as the “Annexed Property”) is hereby annexed into the corporate limits of the City of Manor:

All portions of that certain tract or parcel of land not previously annexed into the city limits, being 1.68 acres of land out of the Greenbury Gates survey number 63, Abstract 315 and Calvin Barker survey number 38, Abstract 58, both in Travis County, and being a portion of that certain Silvino Suarez and Santiago Suarez 10.001 acre tract recorded in document number 2006212794, Official Public Records of Travis County, Texas, being more particularly described in Exhibit “A” attached hereto and incorporated herein for all purposes.

SECTION 3. That the Service Plan submitted herewith is hereby approved as part of this Ordinance, made a part hereof and attached hereto as Exhibit “B”.

SECTION 4. That the future owners and inhabitants of the Annexed Property shall be entitled to all of the rights and privileges of the City as set forth in the Service Plan attached hereto as Exhibit “B”, and are further bound by all acts, ordinances, and all other legal action now in full force and effect and all those which may be hereafter adopted.

SECTION 5. That the official map and boundaries of the City, heretofore adopted and amended be and hereby are amended so as to include the Annexed Property as part of the City of Manor.

SECTION 6. That the Annex Property shall be temporarily zoned District “A” as provided in the City Zoning Ordinance, until permanent zoning is established therefore.

SECTION 7. That if any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared severable.

SECTION 8. That this Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov’t. Code*.

SECTION 9. That it is hereby officially found and determined that the meeting at which this Ordinance is passes was open to the public as required and that public notice of the time, place, and purpose of said meeting was given required by the Opens Meeting Act, *Chapt. 551, Tex. Gov’t Code*.

PASSED AND APPROVED on its first reading this the 5th day of April, 2017.

PASSED AND APPROVED on its second reading this the 19th day of April, 2017.

THE CITY OF MANOR, TEXAS

Rita G. Jonse,
Mayor

ATTEST:

Frances Aguilar, TRMC, CMC
City Secretary

EXHIBIT “A”

Property description: +/- 8.33 acres

All portions of that certain tract or parcel of land not previously annexed into the city limits, being 8.33 acres of land out of the Greenbury Gates survey number 63, Abstract 315 and Calvin Barker survey number 38, Abstract 58, both in Travis County, and being a portion of that certain Silvino Suarez and Santiago Suarez 10.001 acre tract recorded in document number 2006212794, Official Public Records of Travis County, Texas

EXHIBIT “B”

Approved municipal Service Plan

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.

LEGEND

- 1/2" ROD FOUND
- 1/2" ROD SET
- CALCULATED POINT
- MAG NAIL SET
- WIRE FENCE
- WOOD FENCE
- RECORD INFORMATION
- UTILITY POLE
- OVERHEAD UTILITY LINE(S)
- MANHOLE
- GAS WARNING SIGN
- INSIDE OF SUBJECT BOUNDARY
- OUTSIDE OF SUBJECT BOUNDARY
- POINT OF BEGINNING
- DRAINAGE ESMT
- WASTEWATER UTILITY ESMT
- TEMPORARY CONSTRUCTION ESMT

TEMPORARY BENCHMARK (TBM) IS TOP OF MAG NAIL SET. ELEVATION = 510.35' NAVD 1988 DATUM.

LOT 1
BELL FARMS
PHASE ONE-A
(DOC. NO. 200500049)

BELL FARMS
PHASE TWO-A
(DOC. NO. 200700061)

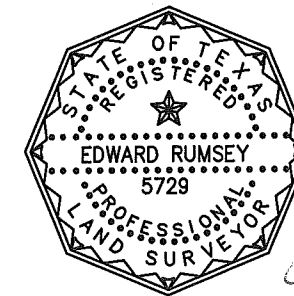
LOT 1
BELL FARMS
PHASE ONE-A
(DOC. NO. 200500049)

RESTRICTIONS

SUBJECT TO A 30' GAS LINE EASEMENT AS SHOWN ON PLAT RECORDED IN DOCUMENT NUMBER 200500049.
SUBJECT TO A 15' DRAINAGE EASEMENT RECORDED IN DOCUMENT NUMBER 2002104786.
SUBJECT TO A WASTEWATER UTILITY EASEMENT PER DOC. NO. 2005066495.
SUBJECT TO A TEMPORARY CONSTRUCTION EASEMENT PER DOC. NO. 2005066496.
SUBJECT TO EASEMENTS PER VOL.396, PG.219 AND VOL.600, PG.997. (NOT PLOTTABLE)
SUBJECT TO BLANKET TYPE EASEMENTS PER VOL.867, PG.34 AND VOL.4823, PG.1940.

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, SAID 1.68 ACRES OF LAND TO BE MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS DESCRIPTION IN EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF.



TO THE LIEN HOLDER AND / OR OWNERS OF THE PREMISES SURVEYED AND TO:

TEXAS TITLE

I DO HEREBY CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE OF THE PROPERTY LEGALLY DESCRIBED HEREON AND THAT THERE ARE NO BOUNDARY LINE CONFLICTS, ENCROACHMENTS OVERLAPPING OF IMPROVEMENTS, OR ROADS IN PLACE, EXCEPT AS SHOWN HEREON, AND CERTIFIES ONLY TO THE LEGAL DESCRIPTION AND EASEMENTS SHOWN ON THE REFERENCED TITLE COMMITMENT. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF AN ABSTRACT OF TITLE.

BELL FARMS
PHASE THREE
(DOC. NO. 201400093)

NOTICE

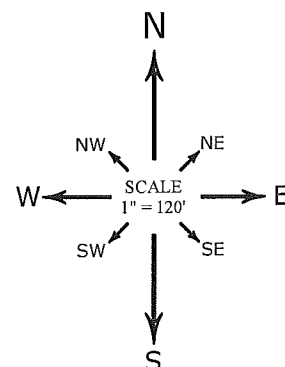
BEFORE DESIGN BEGINS ON THE SUBJECT PROPERTY THE OWNER SHOULD CHECK THE LOCAL GOVERNING AUTHORITIES ABOUT BUILDING SETBACKS AND OTHER BUILDING REQUIREMENTS.

REMAINDER OF 10.00 ACRES
SILVINO SUAREZ and
SANTIAGO SUAREZ
10.001 ACRES
(DOC. NO. 2006212794)

1.68ACRES

SILVINO SUAREZ and
SANTIAGO SUAREZ
10.001 ACRES
(DOC. NO. 2006212794)

TREE LIST	
500	10.5" HACKBERRY
501	8" HACKBERRY
502	11" HACKBERRY
503	12.5" HACKBERRY
504	10" HACKBERRY
505	12" HACKBERRY
506	11" HACKBERRY



ALLSTAR
Land surveying
9020 ANDERSON MILL RD
AUSTIN, TEXAS 78729
(512) 249-8149 PHONE
(512) 331-5217 FAX
TBPLS FIRM NO. 10135000

F.I.R.M. MAP INFORMATION

THIS PROPERTY DOES NOT LIE WITHIN THE 100 YEAR FLOOD-PLAIN, AND HAS A ZONE "X" RATING AS SHOWN ON THE FLOOD INSURANCE RATE MAPS F.I.R.M. MAP NO. 48453C0485J PANEL: 0485J
DATED: AUGUST 18, 2014
THIS CERTIFICATION IS FOR INSURANCE PURPOSES ONLY AND IS NOT A GUARANTEE THAT THIS PROPERTY WILL OR WILL NOT FLOOD. CONTACT YOUR LOCAL FLOOD PLAIN ADMINISTRATOR FOR THE CURRENT STATUS OF THIS TRACT.

ADDRESS

DOREID AWAD
12920 OLD HIGHWAY 20
MANOR, TRAVIS COUNTY, TEXAS

SURVEY DATE:	DECEMBER 02, 2016	FIELD BY:	DERICK SOLOMON	03/25/2016
TITLE CO.:	TEXAS TITLE	CALC. BY:	CHRIS ZOTTER	03/30/2016
G.F. NO.:	1602157-10	DRAWN BY:	SEAN SUTTON	03/30/2016
JOB NO.:	A1200116 - A0306316	UPDATE BY:	SEAN SUTTON	12/02/2016
		RPLS CHECK:	EDWARD RUMSEY	12/02/2016

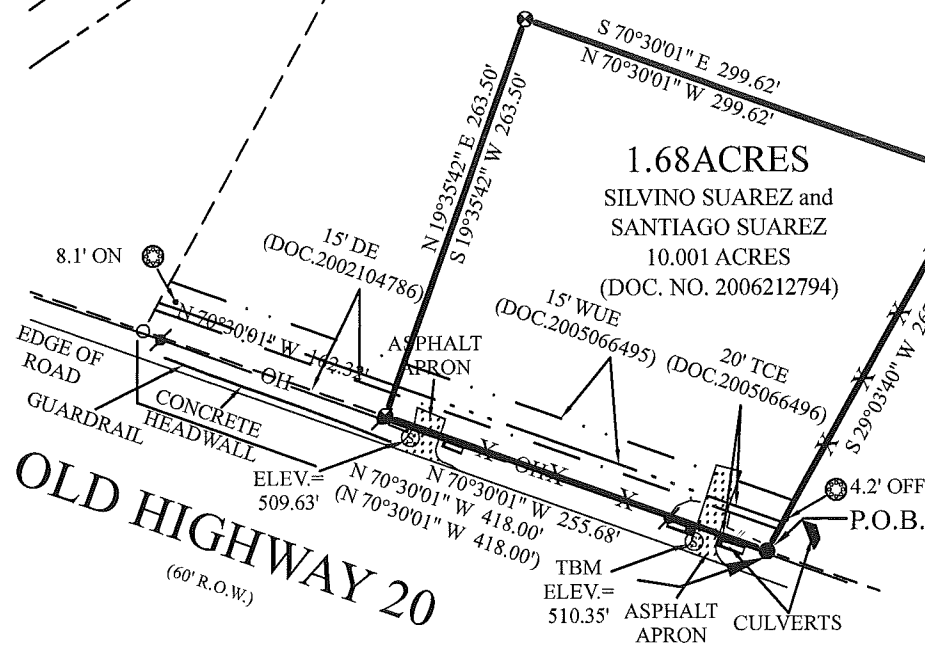


EXHIBIT "A"
LEGAL DESCRIPTION

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 OF TRAVIS COUNTY, TEXAS, SAME BEING A PORTION OF THAT CERTAIN SILVINO SUAREZ ABD SANTIAGO SUAREZ 10.001 ACRE TRACT RECORDED IN DOCUMENT NUMBER 2006212794, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, SAID 1.68 ACRES OF LAND TO BE MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING at an iron rod found in the northerly right-of-way line of Old Highway 20, at the southwest corner of Bell Farms Phase Three, a subdivision recorded in Document Number 201400093, Official Public Records, said county, same being the southeast corner of said 10.001 acre tract, for the southeast corner hereof;


THENCE North 70 degrees 30 minutes 01 seconds West, along said right-of-way line and the southerly line of said 10.001 acre tract, 255.68 feet to a calculated point in said line, for the southwest corner hereof, from which an iron rod set at the southwest corner of said 10.001 acre tract bears, North 70 degrees 30 minutes 01 seconds West, 162.32 feet;

THENCE North 19 degrees 35 minutes 42 seconds East, through said 10.001 acre tract, 263.50 feet to a calculated point, for the northwest corner hereof;

THENCE South 70 degrees 30 minutes 01 seconds East, continuing through said 10.001 acre tract, 299.62 feet to a calculated point in the westerly line of said subdivision, same being in the easterly line of said 10.001 acre tract, for the northeast corner hereof, from which an iron rod found at the northeast corner of said 10.001 acre tract bears, North 29 degrees 03 minutes 40 seconds East, 754.51 feet;

THENCE South 29 degrees 03 minutes 40 seconds West, along the westerly line of said subdivision and the easterly line of said 10.001 acre tract, 267.21 feet to the POINT OF BEGINNING.

THIS LEGAL DESCRIPTION IS TO BE USED IN CONJUNCTION WITH THE ATTACHED SURVEY PLAT (BY SEPARATE INSTRUMENT), ONLY.






EDWARD RUMSEY
TX R.P.L.S. No. 5729
Job No. A1200116 – A0306316

12/02/2016

Date





-  City Limits
-  8.33 Acre Property
-  1.68 Acre Property

Proposed Annexation Property





AGENDA ITEM NO. ⁶_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

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. 7

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

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

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



AGENDA ITEM NO. ⁸_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

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

DEPARTMENT: City Engineer

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on Wastewater Line Capacity Analysis.

BACKGROUND/SUMMARY:

To investigate a suspect wastewater collection system deficiency, a field survey and analysis of the collection system in the Bastrop Street and Parsons Street area was conducted. The results of the survey and analysis indicate that the system contains deficiencies and requires further investigation and or repairs.

PRESENTATION: ☒ YES ☐ NO

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

PowerPoint presentation

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council authorize testing and repair work as budgetary constraints allow.

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



MANOR WASTEWATER LINE CAPACITY ANALYSIS

April 2017

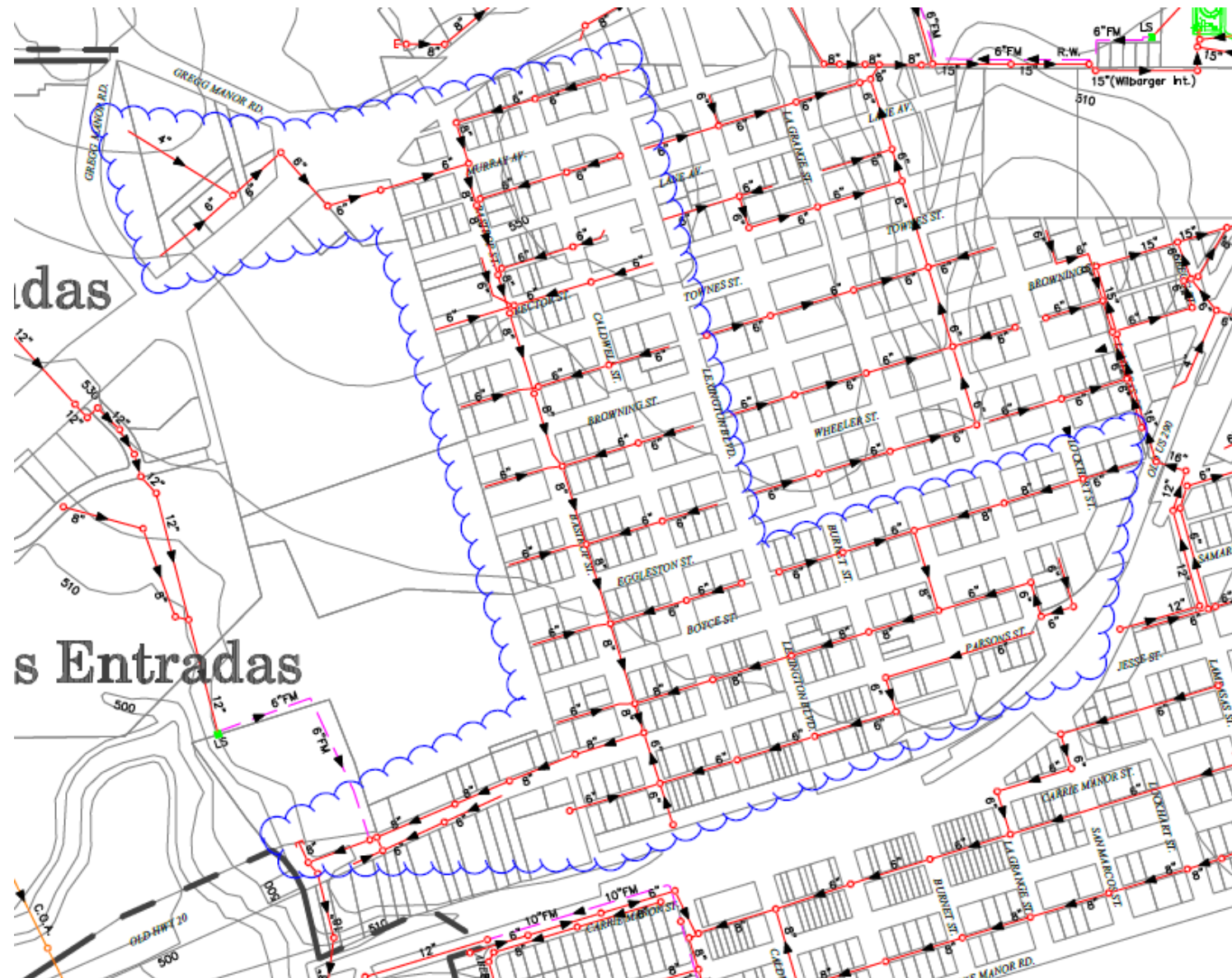
COLLECTION SYSTEM ISSUE



Japco



COLLECTION SYSTEM LINE SERVICE AREA



COLLECTION SYSTEM CAPACITY ANALYSIS

Existing Wastewater Line Description		Wastewater Line Data											Capacity Calculations					Design Flows			
Line Name	Line Number	Number of LUE's Served	Number of Acres Served	Upper Invert Elev. (MSL)	Lower Invert Elev. (MSL)	Pipe Length (ft)	Pipe Diameter (in)	Manning's n	Pipe Slope (ft/ft)	Pipe Area (sq.ft.)	Hydraulic Radius (ft)	Full Flow Velocity (fps)	Max. Cap. Q_{full} (gpm)	PDWF Cap. $Q_{65\%}$ (gpm)	PWWF Cap. $Q_{85\%}$ (gpm)	Average Dry Weather Flow (gpm)	Peaking Factor	Peak Dry Weather Flow (gpm)	Inflow and Infiltration (gpm)	Peak Wet Weather Flow (gpm)	Excess Capacity
Highest segment along Bastrop	1	81	38.3	526.73	525.01	332.59	8	0.013	0.0052	0.35	0.17	2.49	390	254	332	14	4.09	57	20	77	313
	2	99	46.8	524.98	523.41	328.48	8	0.013	0.0048	0.35	0.17	2.39	375	244	319	17	4.05	69	24	93	282
	3	113	53.5	523.30	517.91	333.67	8	0.013	0.0162	0.35	0.17	4.40	689	448	586	19	4.03	77	28	105	584
Lowest segment along Bastrop	4	128	60.6	517.65	517.44	134.14	8	0.013	0.0016	0.35	0.17	1.37	215	139	182	22	4.00	88	32	120	95
Highest segment along Parsons	5	156	73.8	517.26	515.69	360.38	8	0.013	0.0044	0.35	0.17	2.28	358	233	304	27	3.95	107	38	145	213
	6	167	79.0	515.69	514.45	350.52	8	0.013	0.0035	0.35	0.17	2.06	323	210	274	28	3.94	110	41	151	172
	7	172	81.4	514.36	512.64	399.51	8	0.013	0.0043	0.35	0.17	2.27	356	231	302	29	3.93	114	42	156	200
Lowest segment along Parsons	8	358	169.4	512.62	511.79	260.63	8	0.013	0.0032	0.35	0.17	1.95	306	199	260	61	3.73	228	88	316	-10

COLLECTION SYSTEM CAPACITY ANALYSIS

Existing Wastewater Line Description		Wastewater Line Data											Capacity Calculations			Design Flows				
Line Name	Line Number	Number of LUE's Served	Number of Acres Served	Upper Invert Elev. (MSL)	Lower Invert Elev. (MSL)	Pipe Length (ft)	Pipe Diameter (in)	Manning's n	Pipe Slope (ft/ft)	Pipe Area (sq.ft.)	Hydraulic Radius (ft)	Full Flow Velocity (fps)	Max. Cap. Q _{full} (gpm)	PDWF Cap. Q _{65%} (gpm)	PWWF Cap. Q _{85%} (gpm)	Average Dry Weather Flow (gpm)	Peaking Factor	Peak Dry Weather Flow (gpm)	Inflow and Infiltration (gpm)	Peak Wet Weather Flow (gpm)
Highest segment along Bastrop	1	81	38.3	526.73	525.01	332.59	8	0.013	0.0052	0.35	0.17	2.49	390	254	332	14	4.09	57	20	77
	2	99	46.8	524.98	523.41	328.48	8	0.013	0.0048	0.35	0.17	2.39	375	244	319	17	4.05	69	24	93
	3	113	53.5	523.30	517.91	333.67	8	0.013	0.0162	0.35	0.17	4.40	689	448	586	19	4.03	77	28	105
Lowest segment along Bastrop	4	128	60.6	517.65	517.44	134.14	8	0.013	0.0016	0.35	0.17	1.37	215	139	182	22	4.00	88	32	120
Highest segment along Parsons	5	156	73.8	517.26	515.69	360.38	8	0.013	0.0044	0.35	0.17	2.28	358	233	304	27	3.95	107	38	145
	6	167	79.0	515.69	514.45	350.52	8	0.013	0.0035	0.35	0.17	2.06	323	210	274	28	3.94	110	41	151
	7	172	81.4	514.36	512.64	399.51	8	0.013	0.0043	0.35	0.17	2.27	356	231	302	29	3.93	114	42	156
Lowest segment along Parsons	8	358	169.4	512.62	511.79	260.63	8	0.013	0.0032	0.35	0.17	1.95	306	199	260	61	3.73	228	88	316

Excess Capacity

313

282

584

95

213

172

200

-10

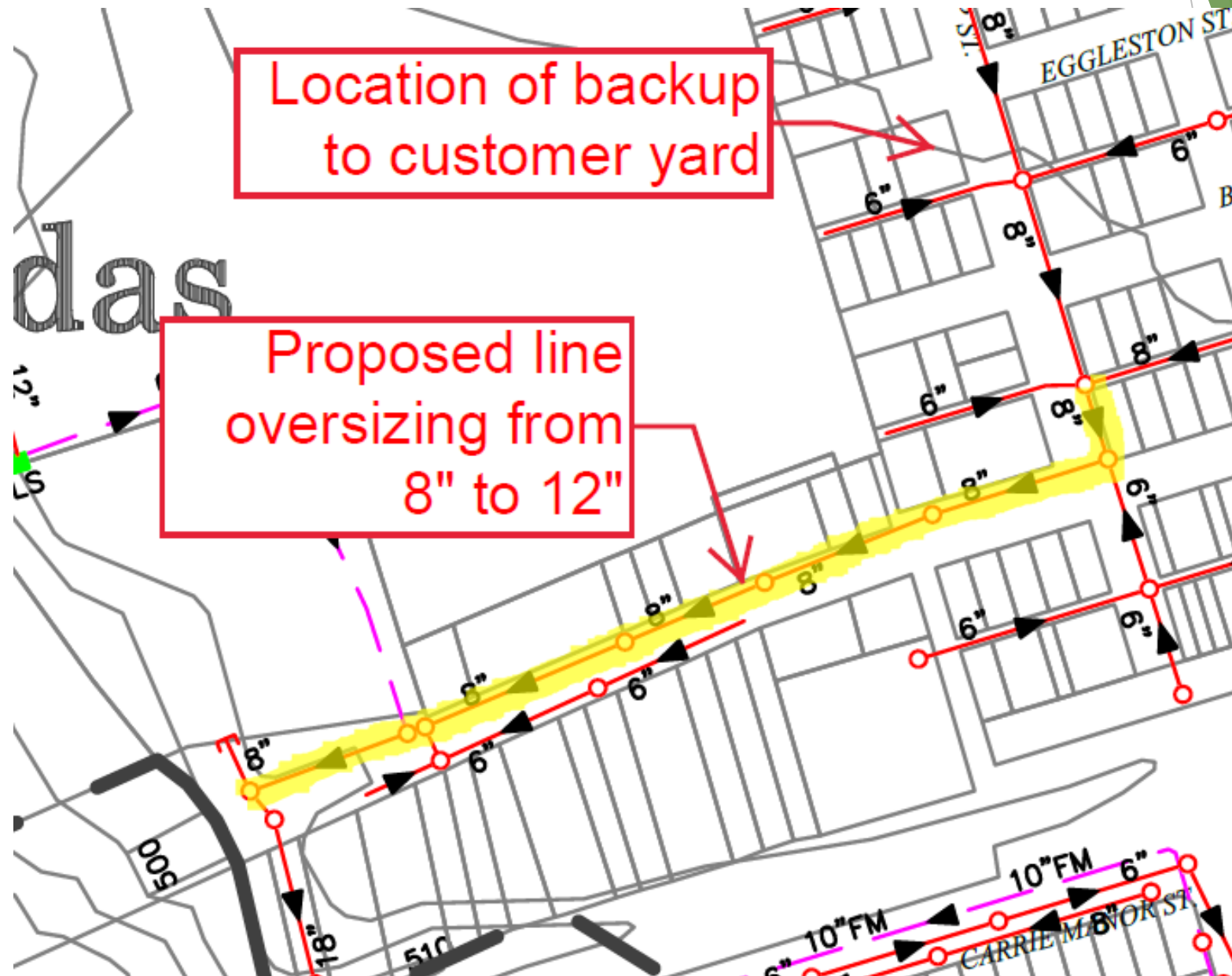
COLLECTION SYSTEM PROPOSED UPGRADE

Proposed Wastewater Line Description		Wastewater Line Data											Capacity Calculations					Design Flows			
Line Name	Line Number	Number of LUE's Served	Number of Acres Served	Upper Invert Elev. (MSL)	Lower Invert Elev. (MSL)	Pipe Length (ft)	Pipe Diameter (in)	Manning's n	Pipe Slope (ft/ft)	Pipe Area (sq.ft.)	Hydraulic Radius (ft)	Full Flow Velocity (fps)	Max. Cap. Q _{Full} (gpm)	PDWF Cap. Q _{65%} (gpm)	PWWF Cap. Q _{85%} (gpm)	Average Dry Weather Flow (gpm)	Peaking Factor	Peak Dry Weather Flow (gpm)	Inflow and Infiltration (gpm)	Peak Wet Weather Flow (gpm)	Excess Capacity
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	2	99	46.8	524.98	523.41	328.48	8	0.013	0.0048	0.35	0.17	2.39	375	244	319	17	4.05	69	24	93	282
	3	113	53.5	523.30	517.91	333.67	8	0.013	0.0162	0.35	0.17	4.40	689	448	586	19	4.03	77	28	105	584
Lowest segment along Bastrop	4	128	60.6	517.65	517.44	134.14	12	0.013	0.0016	0.79	0.25	1.79	633	411	538	22	4.00	88	32	120	513
Highest segment along Parsons	5	156	73.8	517.26	515.69	360.38	12	0.013	0.0044	0.79	0.25	2.99	1,055	686	897	27	3.95	107	38	145	910
	6	167	79.0	515.69	514.45	350.52	12	0.013	0.0035	0.79	0.25	2.70	951	618	808	28	3.94	110	41	151	800
	7	172	81.4	514.36	512.64	399.51	12	0.013	0.0043	0.79	0.25	2.98	1,049	682	892	29	3.93	114	42	156	893
Lowest segment along Parsons	8	358	169.4	512.62	511.79	260.63	12	0.013	0.0032	0.79	0.25	2.56	902	587	767	61	3.73	228	88	316	586
Length of line to be oversized from 8" to 12" =		1505.18																			

COLLECTION SYSTEM PROPOSED UPGRADE

Proposed Wastewater Line Description		Wastewater Line Data											Capacity Calculations			Average Dry Weather Flow (gpm)	Peaking Factor	Design Flows			Excess Capacity
Line Name	Line Number	Number of LUE's Served	Number of Acres Served	Upper Invert Elev. (MSL)	Lower Invert Elev. (MSL)	Pipe Length (ft)	Pipe Diameter (in)	Manning's n	Pipe Slope (ft/ft)	Pipe Area (sq.ft.)	Hydraulic Radius (ft)	Full Flow Velocity (fps)	Max. Cap. Q _{full} (gpm)	PDWF Cap. Q _{65%} (gpm)	PWWF Cap. Q _{85%} (gpm)			Peak Dry Weather Flow (gpm)	Inflow and Infiltration (gpm)	Peak Wet Weather Flow (gpm)	
Highest segment along Bastrop	1	81	38.3	526.73	525.01	332.59	8	0.013	0.0052	0.35	0.17	2.49	390	254	332	14	4.09	57	20	77	313
	2	99	46.8	524.98	523.41	328.48	8	0.013	0.0048	0.35	0.17	2.39	375	244	319	17	4.05	69	24	93	282
	3	113	53.5	523.30	517.91	333.67	8	0.013	0.0162	0.35	0.17	4.40	689	448	586	19	4.03	77	28	105	584
Lowest segment along Bastrop	4	128	60.6	517.65	517.44	134.14	12	0.013	0.0016	0.79	0.25	1.79	633	411	538	22	4.00	88	32	120	513
Highest segment along Parsons	5	156	73.8	517.26	515.69	360.38	12	0.013	0.0044	0.79	0.25	2.99	1,055	686	897	27	3.95	107	38	145	513
	6	167	79.0	515.69	514.45	350.52	12	0.013	0.0035	0.79	0.25	2.70	951	618	808	28	3.94	110	41	151	910
	7	172	81.4	514.36	512.64	399.51	12	0.013	0.0043	0.79	0.25	2.98	1,049	682	892	29	3.93	114	42	156	910
Lowest segment along Parsons	8	358	169.4	512.62	511.79	260.63	12	0.013	0.0032	0.79	0.25	2.56	902	587	767	61	3.73	228	88	316	800
Length of line to be oversized from 8" to 12" =		1505.18																			893
																					586

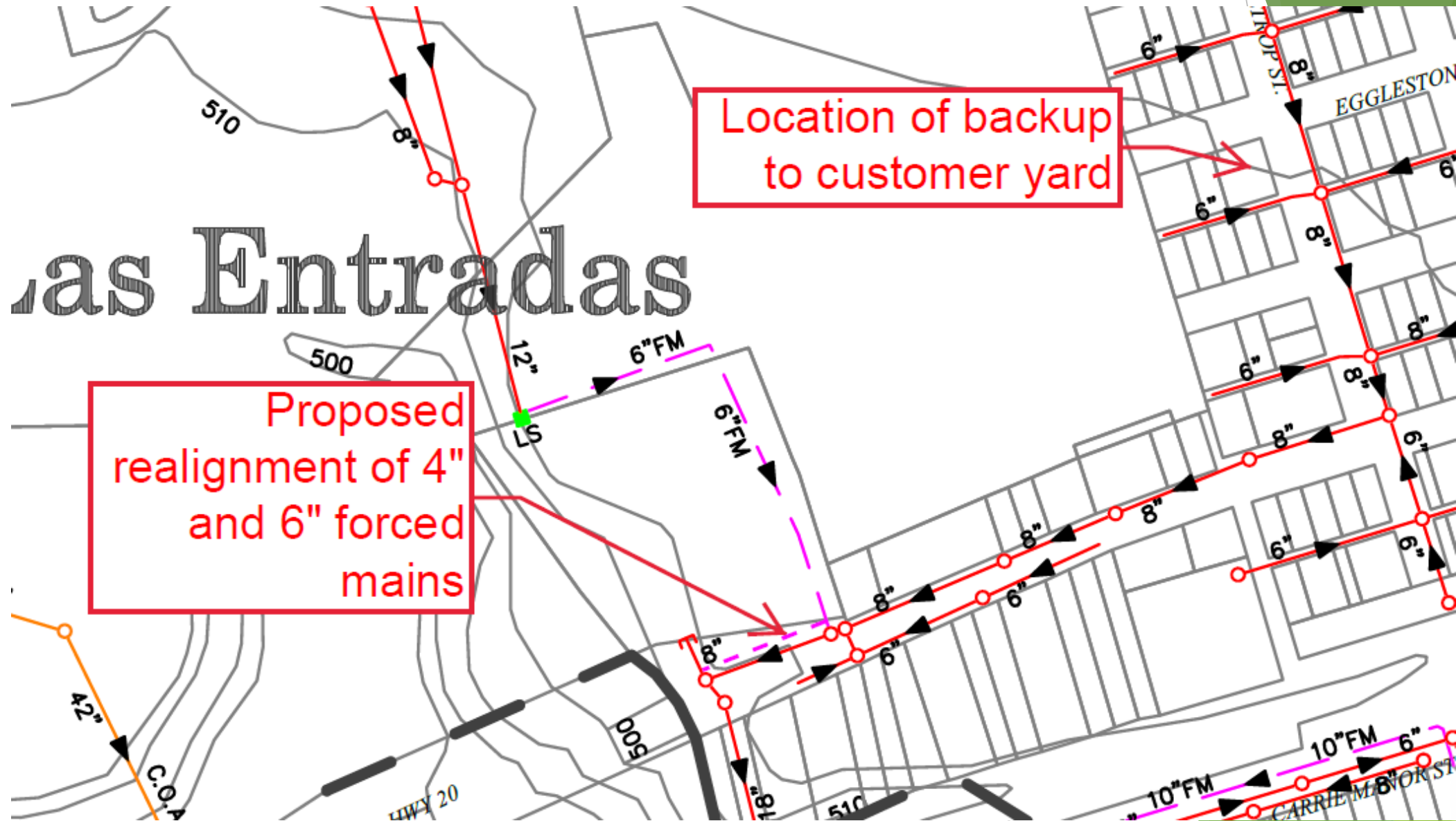
COLLECTION SYSTEM IMPROVEMENT AREA



OPINION OF PROBABLE COST FOR LINE OVERSIZING

Client: City of Manor				Job No.: 100-900-10	
Project: Bastrop Parsons WW Line Improvements				Date Prepared: April 5, 2017	
Replacement of Wastewater Line in Bastrop and Parsons Street					
Activity	Unit Price		Materials or No. of Units		Total Cost
Traffic Controls	\$ 5,200.00	MO	2	MO	\$ 10,400.00
12" SDR-26 PVC, ASTM 3034	\$ 72.00	LF	####	LF	\$ 108,360.00
Manholes (inc. coating)	\$3,600.00	EA	9	EA	\$ 32,400.00
Connection to Existing Gravity Main	\$2,200.00	EA	18	EA	\$ 39,600.00
Service Reconnections	\$ 1,500.00	EA	20	EA	\$ 30,000.00
Bypass Pumping	\$8,000.00	MO	2	MO	\$ 16,000.00
Gravel Driveway Repair	\$ 30.00	LF	17	LF	\$ 510.00
Concrete Driveway Repair	\$ 50.00	LF	204	LF	\$ 10,200.00
Concrete Sidewalk Repair	\$ 35.00	LF	242	LF	\$ 8,470.00
Asphalt Roadway Repair	\$ 45.00	LF	743	LF	\$ 33,435.00
		Construction Total:		\$ 289,000.00	
		Contingency:		\$ 29,000.00	
Professional Services (Engineering, Surveying, Geotechnical, Inspection, Testing):				\$ 43,000.00	
		Project Total:		\$ 361,000.00	
Notes:					
The above "Opinion of Probable Construction Cost" is made by a professional engineer, not a construction estimator. The accuracy of construction costs cannot be guaranteed.					

FORCED MAIN REALIGNMENT



OPINION OF PROBABLE COST FOR FORCED MAIN

Client:	City of Manor				Job No.:	100-900-10
Project:	Bastrop Parsons WW Line Improvements				Date Prepared:	April 5, 2017
Realignment of Forced Mains						
Activity		Unit Price		Materials or No. of Units		Total Cost
Traffic Controls		\$ 5,200.00	MO	1	MO	\$ 5,200.00
4" SDR 26 PVC, 160 PSI per ASTM 2241		\$ 28.00	LF	260	LF	\$ 7,280.00
6" SDR 26 PVC, 160 PSI per ASTM 2241		\$ 42.00	LF	260	LF	\$ 10,920.00
Connection to Existing Manholes		\$ 2,200.00	EA	2	EA	\$ 4,400.00
Bypass Pumping		\$ 8,000.00	MO	1	MO	\$ 8,000.00
Asphalt Roadway Repair		\$ 45.00	LF	260	LF	\$ 11,700.00
Construction Total:						\$ 48,000.00
Contingency:						\$ 5,000.00
Professional Services (Engineering, Surveying, Geotechnical, Inspection, Testing):						\$ 7,000.00
Project Total:						\$ 60,000.00
Notes:						
The above "Opinion of Probable Construction Cost" is made by a professional engineer, not a construction estimator. The accuracy of construction costs cannot be guaranteed.						

COLLECTION SYSTEM LINE TESTING AREA



OPINION OF PROBABLE COST FOR TESTING

Client:	City of Manor				Job No.:	100-900-10
Project:	Bastrop Parsons WW Line Improvements				Date Prepared:	April 5, 2017
Realignment of Forced Main in Parsons						
Activity			Unit Price		Materials or No. of Units	Total Cost
Smoke Testing			\$	0.52 LF	19973 LF	\$ 10,385.96
Video Testing (including jetting)			\$	3.50 LF	19,973 LF	\$ 69,905.50
Construction Total:						\$ 80,000.00
Contingency:						\$ 8,000.00
Professional Services (Engineering, Surveying, Geotechnical, Inspection, Testing):						\$ 12,000.00
Project Total:						\$ 100,000.00
Notes:						
The above "Opinion of Probable Construction Cost" is made by a professional engineer, not a construction estimator. The accuracy of construction costs cannot be guaranteed.						

MITIGATION OPTIONS:

1. LINE UPSIZING = \$361,000 (Will mitigate overflows, but won't solve root I&I issue)
2. FORCED MAIN REALIGNMENT = \$60,000 (Will help, but won't correct complete issue)
3. TESTING = \$100,000 (Will require subsequent repair work to correct deficiencies)



AGENDA ITEM NO. 9

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on an ordinance denying the proposed change in rates of Oncor Electric Delivery Company, LLC.

BACKGROUND/SUMMARY:

PRESENTATION: ☒ YES ☐ NO

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

Ordinance

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve the ordinance denying the proposed change in rates of Oncor Electric Delivery Company, LLC.

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

ORDINANCE NO. 474

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, DENYING THE PROPOSED CHANGE IN RATES OF ONCOR ELECTRIC DELIVERY COMPANY LLC, FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW, AND DECLARING AN EMERGENCY.

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

SECTION 1. That the proposed changed rate schedules and service regulations filed with the Governing Body of this municipality by Oncor Electric Delivery Company LLC on March 17, 2017, are hereby denied and disapproved, and Oncor Electric Delivery Company LLC shall continue to provide electric delivery service within this municipality in accordance with its rate schedules and service regulations in effect within this municipality on March 17, 2017.

SECTION 2. That it is hereby officially found and determined that the meeting at which this Ordinance is passed is open to the public and as required by law, and public notice of the time, place and purpose of said meeting was given as required.

SECTION 3. That an emergency exists necessitating the suspension of any rule requiring multiple readings of this Ordinance and all multiple readings of this Ordinance are hereby waived; this Ordinance shall take effect immediately upon its passage.

DULY PASSED AND APPROVED on this the 19th day of April, 2017.

THE CITY OF MANOR, TEXAS

Rita G. Jonse
Mayor

ATTEST:

Frances Aguilar, TRMC, CMC
City Secretary



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 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). Owner: Doreid Awad, Dessau Road LLC. Applicant: Diane Bernal, Professional StuCivil Engineers, Inc.

BACKGROUND/SUMMARY:

This portion of the property is currently being voluntarily annexed. 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. At the March 15th Council meeting the item was sent back to P&Z for a specific recommendation at their April 12th meeting. At the April 12th meeting they voted 5-1 to approve NB (5 approved, 1 opposed, and 1 abstained).

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

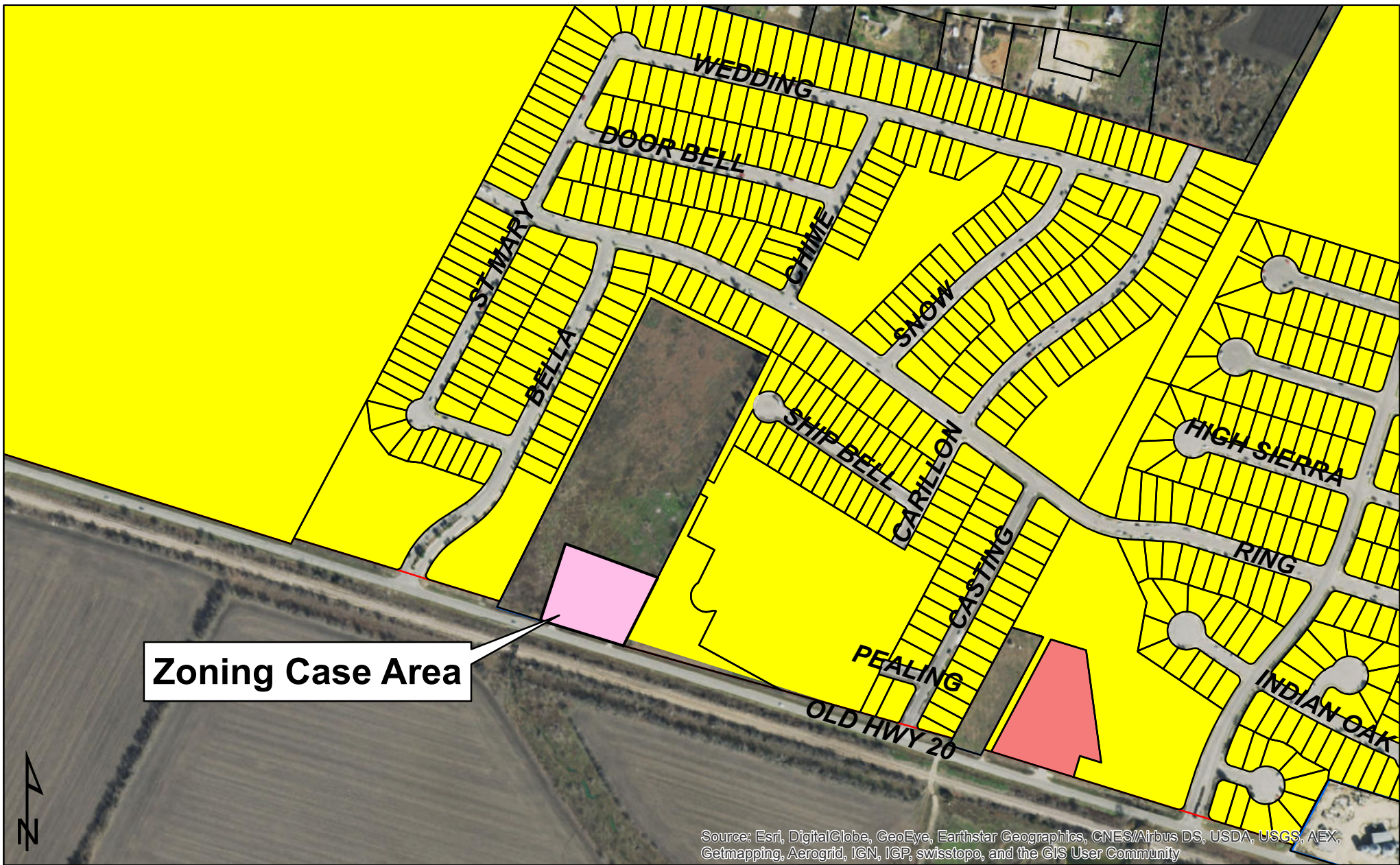
C-1 permitted uses

NB permitted uses

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve the 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, be rezoned from Interim Agricultural (A) to Neighborhood Business (NB).

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



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.



TCAD PID: 844261
Greenview Development Lennar Bell
Farms, LP
501 Vale Street
Austin TX 78746

TCAD PID: 844199
Jasmine & Timothy Simmons
7940 Shoal Creek Blvd, Ste. 200
Manor TX 78653

TCAD PID: 844202
Joshua R & Caroline Caruso
12917 Ship Bell Dr
Manor TX 78653

TCAD PID: 844197
Lisa L Tapia
12900 Ship Bell Dr
Manor TX 78653

TCAD PID: 844194
Darren W Haba & Elizabeth
Underwood
12912 Ship Bell Dr
Manor TX 78653

TCAD PID: 844215
Joel Ford & Alicia Espinoza
12924 Ship Bell Dr
Manor TX 78653

TCAD PID: 730664
Jerry Lee & Michael D Alexander
12905 Ring Dr
Manor TX 78653

TCAD PID: 730654
Victor Hugo Ceballos
12917 Ring Dr
Manor TX 78653

TCAD PID: 711137
City of Manor
PO Box J
Manor TX 78653

TCAD PID: 711121
Sofia Palacios
12808 Chime Dr
Manor TX 78653

TCAD PID: 844206
Greenview Development Lennar Bell
Farms, LP
501 Vale Street
Austin TX 78746

TCAD PID: 844200
Janet Horton
12909 Ship Bell Dr
Manor TX 78653

TCAD PID: 844203
Marvin L & Polly M Jones
12921 Ship Bell Dr
Manor TX 78653

TCAD PID: 844196
William Howard Cashion
12904 Ship Bell Dr
Manor TX 78653

TCAD PID: 844193
Jeremy Smith & Candice Marie Smith
12916 Ship Bell Dr
Manor TX 78653

TCAD PID: 844214
Chistina Rose & Christopher Glowacki
13000 Ship Bell Dr
Manor TX 78653

TCAD PID: 730665
Troy Asbell
12909 Ring Dr
Manor TX 78653

TCAD PID: 730655
Douglas Smith
12921 Ring Dr
Manor TX 78653

TCAD PID: 711123
Arturo Esquivel Zarco
12800 Chime Dr
Manor TX 78653

TCAD PID: 711124
Maria German
12832 Ring Dr
Manor TX 78653

TCAD PID: 844198
Deja G. Hill
12901 Ship Bell Dr
Manor TX 78653

TCAD PID: 844201
Jeffery Davis Jr
12913 Ship Bell Dr
Manor TX 78653

TCAD PID: 844204
Robyn & Robert Curtis Stringfellow
12925 Ship Bell Dr
Manor TX 78653

TCAD PID: 844195
Jonathon & Victoria Barton
12908 Ship Bell Dr
Manor TX 78653

TCAD PID: 844216
Paloma Hernandez Ortuno & Douglas
Rodriguez
12920 Ship Bell Dr
Manor TX 78653

TCAD PID: 730663
Greenview Development Lennar Bell
Farms, LP
501 Vale Street
Austin TX 78746

TCAD PID: 730653
Harold Rhodes
12913 Ring Dr
Manor TX 78653

TCAD PID: 730594
Mayra Hernandez & Ciro Medina
12800 Snow Ln
Manor TX 78653

TCAD PID: 711122
Matilde Martinez
12804 Chime Dr
Manor TX 78653

TCAD PID: 711125
Graciela A Meraz & Edgar J Rodriguez
12828 Ring Dr
Manor TX 78653

TCAD PID: 711126
Michael Hoskins
815 A Brazos Street #266
Manor TX 78701

TCAD PID: 711127
Theresa T Le & Phuc T Phan
12820 Ring Dr
Manor TX 78653

TCAD PID: 711128
Luis Reyes & Maria
12816 Ring Dr
Manor TX 78653

TCAD PID: 711129
Juliana Davila
12812 Ring Dr
Manor TX 78653

TCAD PID: 711130
Gerardo Delgado
1548 CR 394
Hutto TX 78634

TCAD PID: 711131
Sharon Y Moore
12804 Ring Dr
Manor TX 78653

TCAD PID: 711132
Manuel & Usvaldo Vargas
12800 Ring Dr
Manor TX 78653

TCAD PID: 711133
Gary A & Susana Strader
12712 Ring Dr
Manor TX 78653

TCAD PID: 711180
Ana Antunez Urquiza
12744 Bella Pkwy
Manor TX 78653

TCAD PID: 711181
Ramon & Susan Amezcua
12740 Bella Pkwy
Manor TX 78653

TCAD PID: 711182
Jose A Czerny
12736 Bella Pkwy
Manor TX 78653

TCAD PID: 711183
Leticia & Ernesto Pena
12732 Bella Pkwy
Manor TX 78653

TCAD PID: 711184
Vanessa D Smith & Mikel Satterwhite
12728 Bella Pkwy
Manor TX 78653

TCAD PID: 711185
Lakilia N Jackson
12724 Bella Pkwy
Manor TX 78653

TCAD PID: 711186
Monique N Rodriguez
1904 Ralph C Craig LN
Austin TX 78748

TCAD PID: 711187
Alejandro & Dolores Alvarado
12716 Bella Pkwy
Manor TX 78653

TCAD PID: 711188
Eutiquia Vazquez
12712 Bella Pkwy
Manor TX 78653

TCAD PID: 711189
Theresa Jones
12708 Bella Pkwy
Manor TX 78653

TCAD PID: 711190
Christopher Martinez & Christian N
12704 Bella Pkwy
Manor TX 78653

TCAD PID: 711191
Melissa A Cruz & Damarcus Dasher
12700 Bella Pkwy
Manor TX 78653

TCAD PID: 711161
Kristin Harrell
12608 St Marys Dr
Manor TX 78653

TCAD PID: 711162
Manuala Cadena
12604 St Marys Dr
Manor TX 78653

TCAD PID: 711163
Veranda Escobbar & Jesse Escobar Sr
12600 St Mary Dr
Manor TX 78653

TCAD PID: 711164
Wallace H Dalton
9505 Johnny Morris Dr
Austin TX 78724

TCAD PID: 711192
City of Manor
PO Box J
Manor TX 78653

TCAD PID: 711193
Suzanna Del Rio
12633 Bella Pkwy
Manor TX 78653

TCAD PID: 711194
Neal Bingham & Jetina
700 FM 1331
Taylor TX 76574

TCAD PID: 711195
Evangula R Justice
12705 Bella Pkwy
Manor TX 78653

TCAD PID: 711196
Adrian Sanchez Vega
12709 Bella Pkwy
Manor TX 78653

TCAD PID: 711197
Corey Crone
12713 Bella Pkwy
Manor TX 78653



TCAD PID: 711198
Mildred A Manuel
17241 Fair Oak Dr
Hanover MD 21076

TCAD PID: 711199
Maria Gomez & Luis Hernandez
12721 Bella Pkwy
Manor TX 78653

TCAD PID: 711200
Kenneth Ollinger
9115 Lockwood Springs Rd
Manor TX 78653

TCAD PID: 711201
Ruth Pajarillo Villarreal Revocable Trust
Unit 315 838 Pine Ave
Long Beach CA 90813

TCAD PID: 711202
Drue A Wagner & Alicia G
12733 Bella Pkwy
Manor TX 78653

TCAD PID: 711203
Corey David & Audrey Marie Locke
12373 Bella Pkwy
Manor TX 78653

TCAD PID: 711204
Maryann & Mark P Thomasn
12741 Bella Pkwy
Manor TX 78653

TCAD PID: 711205
Santos & Leticia Jaimes Guzman
12754 Bella Pkwy
Manor TX 78653

TCAD PID: 711206
Consepcion A & Steven J Miranda
12749 Bella Pkwy
Manor TX 78653

TCAD PID: 711207
Elsa Lavario
12753 Bella Pkwy
Manor TX 78653

TCAD PID: 711208
Kathryn & Adam Ebmeier
12809 Ring Dr
Manor TX 78653

TCAD PID: 711209
Katrina J & Joe Sandoval
12813 Ring Dr
Manor TX 78653

TCAD PID: 711210
Brian Kough
1172 Calle De Damasco
Chule Vista CA 91910

TCAD PID: 711211
Matthew Leonard & Julie
12821 Ring Dr
Manor TX 78653

TCAD PID: 711212
Heidi & John Lawler
2645 Kaiwiki Rd
Hilo HI 96720

TCAD PID: 711213
James Keaveny & Sandra Wilson
12829 Ring Dr
Manor TX 78653

TCAD PID: 236949
Greenview Development 157 LP
501 Vale Street
Austin TX 78746

TCAD PID:
Manor Independent School District
PO Box 359
Manor TX 78653

TCAD PID:
Atmos Energy Corporation
PO Box 650205
Dallas TX 75265

TCAD PID:
AT&T Texas
909 Colorado Street, Floor 8, Room 810
Austin TX 78701

TCAD PID:
Time Warner Cable - Austin Division
12012 N Mopac Expressway
Austin Tx 78758

TCAD PID:
Bluebonnet Electric Cooperative
3198 Austin Street
Giddings TX 78942

TCAD PID:
Manville Water Corporation
PO Box 248
Coupland TX 78615

TCAD PID:
Repulic Services ofA ustin
2900 N FM 973
Austin TX 78725

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
Administrative Services
Art Gallery
Art Workshop
Bed and Breakfast
Business and Trade Schools
Club or Lodge
Cocktail Lounge
Commercial Off-Street Parking
Communication Services
Consumer Convenience Stores
Consumer Repair Services
Counseling Services
Day Care Services
Financial Services
Florist - no greenhouse
Food Court Establishment (c)
Food Preparation less than
2,500 sq. ft. GFA
Food Sales

Funeral
Game Rooms (c)
General Retail Sales
Hotel and Motel
Indoor Entertainment
Indoor Sports and Recreation
Laundry Services
Liquor Sales
Medical Offices
Monument Retail Sales
Off-Site Accessory Parking
Personal Improvement Services
Personal Services
Pet Services
Printing and Publishing
Professional Office
Restaurant
Restaurant Drive-Through
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)
Cocktail Lounge (c)
Consumer Convenience Stores
Consumer Repair Services
Counseling Services
Day Care Services (c)
Financial Services
Florist - No Greenhouse
Food Preparation Less than 5000 SF

Medical Offices less than 5000 SF
Personal Improvement Services
Personal Services
Pet Services
Professional Office
Restaurant - No Drive Through
Service Station (c)
Veterinary Services (c)



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

11. Consideration, discussion and possible action on a first reading of an Ordinance rezoning Lot 1, Block 42 Town of Manor, locally known as 101 East Boyce Street from R-1 Single Family to NB Neighborhood Business. Owner: Salvador Casiano Jaramillo. Applicant: Ramon Duran, ATX Design Group

BACKGROUND/SUMMARY:

This house is on the corner of Boyce and Lexington and is across the street from the retail center on Boyce (Metro PCS, Discoteca). A daycare has proposed locating there, which would require a conditional use permit under NB zoning. At the April 12th PZ meeting: Gloria Hernandez, a notified neighbor, spoke in opposition of the rezoning citing commercial uses would be inconsistent, a lack of parking (especially for a daycare that required drop-off and pick-up), traffic is already congested and adding commercial uses would increase that and make it more dangerous. PZ voted 5-1 to motion to DENY (5 approve deny, 1 opposed deny, 1 abstained).

PRESENTATION: ☐ YES ☒ NO

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

Request Letter
Zoning map
Notified property owners
NB zoning uses

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve the first reading of an Ordinance rezoning Lot 1, Block 42 Town of Manor, locally known as 101 East Boyce Street from R-1 Single Family to NB Neighborhood Business.

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

ATX Design Group

1301 S. IH 35, Suite 315
Austin, Texas 78741

Tel. 512 584 0211
Email: rduranjr.atx@gmail.com

February 17, 2017

City of Manor – City Hall
105 E. Eggleston St.
Manor, TX 78653

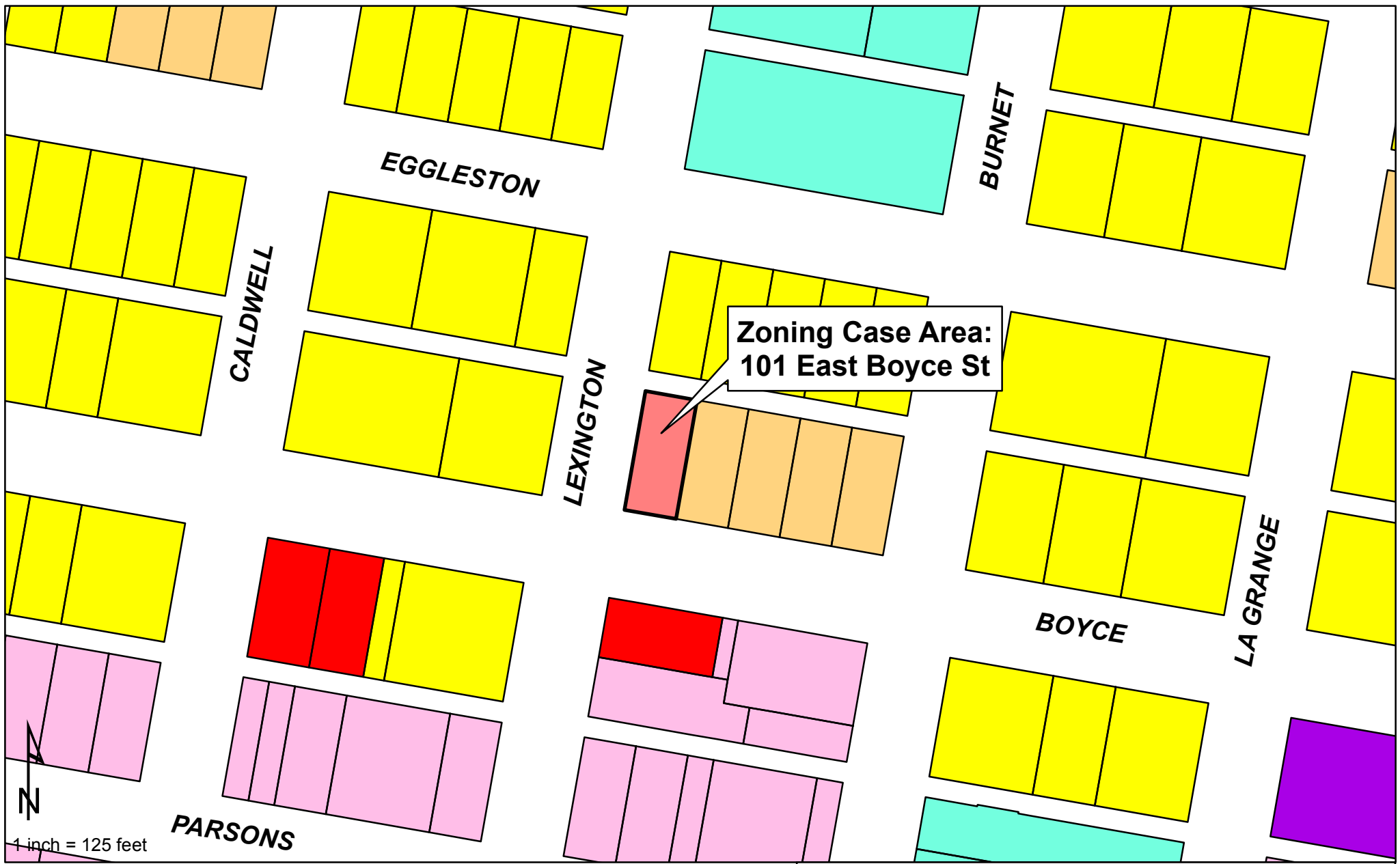
Re: ***Rezoning Change***
101 E. Boyce Street
Manor, Texas 78653

To whom it may concern:

We would like to request a zoning change for the above address. The site is currently zoned residential. The property owner, Mr. Salvador Casiano, would like to change his zoning to NB – neighborhood business. There are commercial zoning businesses across the street. Contact me if you have any questions.

Sincerely,

Ramon Duran Jr.
ATX Design Group



Proposed Zoning: Neighborhood Business (NB)

Current Zoning: R-1 Single Family

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 |



TANCOR LLC
9009 FAIRWAY HILL DR
AUSTIN
TX
78750

GAULT WILLIAM C
PO BOX 32
MANOR
TX
78653

YOUNG CLAUDIE G & SAMMIE M
PO BOX 145
MANOR
TX
78653

CASTILLO JOSE SABAS &
PO BOX 1097
MANOR
TX
78653

GAULT WILLIAM C
PO BOX 32
MANOR
TX
78653

UHR PAM
2504 KINNEY RD
AUSTIN
TX
78704

ACOSTA MOSES
106 EGGLESTON ST
MANOR
TX
78653

ALVARADO MIGUEL ANGEL & GLORIA
PO BOX 294
MANOR
TX
78653

CASTILLO FIDENSIO & REBECCA
16508 FM 973 N
MANOR
TX
78653

TANCOR LLC
9009 FAIRWAY HILL DR
AUSTIN
TX
78750

TANCOR LLC
9009 FAIRWAY HILL DR
AUSTIN
TX
78750

CARDENAS THOMAS & VIRGINIA Z
PO BOX 243
MANOR
TX
78653

SUAREZ ERNESTO
14121 BOIS D ARC LN
MANOR
TX
78653

SHERROD TIMOTHY MACK &
2705 TAFT BLVD
WICHITA FALLS
TX
76308

ROOFE DORIS L
103 W EGGLESTON ST
MANOR
TX
78653

RODRIGUEZ RICHARD
12511 US HIGHWAY 290 E
MANOR
TX
78653

VASQUEZ JUAN JR & DIANA E GERL
PO BOX 499
MANOR
TX
78653

MENDEZ JUAN OJEDA
104 E EGGLESTON ST
MANOR
TX
78653

DE LUNA GILBERTO & ELSA
PO BOX 621
MANOR
TX
78653

TANCOR LLC
9009 FAIRWAY HILL DR
AUSTIN
TX
78750

REYES ALEX
PO BOX 432
MANOR
TX
78653

GOSEY BOBBY & SHELDON D
7005 WILLIAM WALLACE WAY
AUSTIN
TX
78754

RIVERON ORLANDO G SR &
202 E BOYCE ST
MANOR
TX
78653

HASSAN-MOEIN M
PO BOX 140853
AUSTIN
TX
78714

ANDERSONS COFFEE CO INC
1601 W 38TH ST STE 2
AUSTIN
TX
78731

LUTZ JAMES T & ALEXANDRA
14812 FM 973 N
MANOR
TX
78653

PAIZ RAMON E JR
PO BOX 280
MANOR
TX
78653

BRISENO CONSUELO & SANDRA
PO BOX 205
MANOR
TX
78653

GAULT WILLIAM C
PO BOX 32
MANOR
TX
78653

GOSEY BOBBY & SHELDON D
7005 WILLIAM WALLACE WAY
AUSTIN
TX
78754



ANDERSON JAMES T
1213 W 12TH ST
AUSTIN
TX
78703

ANDERSON JAMES T
1213 W 12TH ST
AUSTIN
TX
78703

TRAVIS COUNTY
PO BOX 1748
AUSTIN
TX
78767

GAULT WILLIAM C
PO BOX 32
MANOR
TX
78653

HERNANDEZ GLORIA B & ANDREW
PO BOX 287
MANOR
TX
78653

MORENO JORGE & MARIA
PO BOX 103
MANOR
TX
78653

CITY OF MANOR

MANOR
TX
78653

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: April 19, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on a first reading of an Ordinance rezoning 17 acres more or less out of the James Manor Survey No 40, Abstract 546, Travis County, near the intersection of Gregg Manor Rd and Hill Ln, from R-2 Single Family to C-1 Light Commercial. Owner: Danny Burnett, Las Entradas Development Corporation. Applicant: Alex Granados, Kimley-Horn

BACKGROUND/SUMMARY:

As part of the discussions to establish a PID (Public Improvement District) the ratio of residential to commercial was suggested to change to increase the amount of future sales tax. This rezoning changes from R-2 Single Family to C-1 Light Commercial. PZ voted 7 - 0 to approve C-1 zoning.

PRESENTATION: ☐ YES ☒ NO

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

Request Letter
Notified property owners
Survey
Zoning Map
C-1 Uses

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve the first reading of an ordinance rezoning 17 acres more or less out of the James Manor Survey No 40, Abstract 546, Travis County, near the intersection of Gregg Manor Rd and Hill Ln, from R-2 Single Family to C-1 Light Commercial.

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

February 22, 2017

City of Manor
Attn: Scott Dunlop
105 E. Eggleston St.
Manor, Texas 78653

**Re: Las Entradas Rezoning
Rezoning – Letter of Intent
NW corner of W Parsons St and N Bastrop St & South of Hill Lane
Manor, Texas 78653**

To Whom It May Concern:

Please accept this Summary Letter for the above referenced project. The proposed Las Entradas development is located at the northwest corner of W Parson St and N Bastrop St in Manor, Texas, Travis County. The existing property is approximately 208 acres, 106 acres being located north of HWY 290, and 102 acres south of HWY 290. The proposed rezoning is for approximately 17-acres located within the northern property section, and the second area being approximately 14-acres located within the southern property section.

The proposed development intends to provide a mixed used of single family housing, commercial development, as well as parkland. Per City of Manor staff recommendation, the two tracts that are currently zoned R-1, and R-2 would be better suited with a C-1 classification, the proposed rezoning does not impart the purpose of the zoning district, as the current surrounding zoning matches the proposed C-1 zoning classification requested.

If you have any questions or comments regarding this request, please contact me at 512-418-1771.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Robert J. Smith, P.E.
Senior Project Manager

SAMUDIO FAUSTINO
PO BOX 28
MANOR , TX 78653-0028

ARELLANO ALFONSO
2402 TRAFALGAR DR
AUSTIN , TX 78723-4004

WILSON JOETTA
411 W PARSONS ST
MANOR , TX 78653-4719

SALAZAR JOSE CIPRIANO & UGANDA
GONZALEZ
PO BOX 164
MANOR , TX 78653

MONDRAGON ABEL
2132 DRY TORTUGAS TRL
AUSTIN, TX 78747

CHAVEZ MARCOS A
12555 KIMBRO RD
MANOR , TX 78653

DE LEON CARMEN P
PO BOX 81
MANOR , TX 78653-0081

HERNANDEZ JORGE
11605 ERIC CT
AUSTIN, TX 78748

MILLIGAN FINISH
409 W PARSONS ST
MANOR , TX 78653-4719

REYES MARY A & ROBERT H
PO BOX 344
MANOR , TX 78653-0344

MANOR I S D
P O DRAWER L
PO BOX 359
MANOR , TX 78653-0359

TRAVIS COUNTY EMERGENCY SERVICES,
DISTRICT NO 12
PO BOX 846
MANOR , TX 78653-0846

CITY OF MANOR
PO BOX J
MANOR , TX 78653

ROUNTREE RAMONA A
6920 THISTLE HILL WAY
AUSTIN , TX 78754-5803

CRUMLEY GILBERT & ESSIE
PO BOX 170309
AUSTIN , TX 78717-0019

RIOJAS ORALIA GARZA
PO BOX 89
MANOR, TX 78653

CARBAJOL FELIPE H & ISABEL ORTUNO
PO BOX 214
MANOR , TX 78653-0214

RIOJAS SANTIAGO & IRASEMA
PO BOX 885
MANOR , TX 78653-0885

BURNS ELBERT R ETAL
PO BOX 413
MANOR , TX 78653-0413

REYES AMANDO & ROSA M MARURI,
RENE MARURI AVILEZ
11602 MARSHALL ST
MANOR, TX 78653

BALDERRAMA RICK & MARIA ELENA
UNIT C
9200 LOCKWOOD SPRINGS RD
MANOR, TX 78653-5340

SMITH AUDREY B
10304 IVY JADE
SCHERTZ , TX 78154

LIONS CLUB OF MANOR INC
8819 LONE TREE DR
MANOR , TX 78653

HERRERA JUAN CARLOS & MARIA D
PO BOX 912
MANOR , TX 78653-0912

OKORO CHIAMO
PO BOX 964
DEL VALLE, TX 78617

BARRS GREAL & DAISY, LEROY &
IMOGENE YOUNG
421 W PARSONS ST
MANOR, TX 78653

DAVIS HATTIE MAE
PO BOX 229
MANOR , TX 78653-0229

OKORO CHIOMA
PO BOX 964
DEL VALLE, TX 78617

TRUE VINE CHURCH
413 W PARSONS ST
MANOR , TX 78653

MIMS MICHAEL L & BEVERLY R
PO BOX 447
MANOR , TX 78653-0447

BOWEN BRADLEY G & PAULA B
18109 WHITEWATER CV
ROUND ROCK , TX 78681-3594

WHEELER STREET PARTNERSHIP
PO BOX 170309
AUSTIN , TX 78717

GUERRERO JULIO & CYNTHIA
PO BOX 142265
AUSTIN , TX 78714-2265

GARCIA EPIFANIO DELGADO, MARIBEL
DELGADO HUERTA
5503 HIBISCUS
AUSTIN, TX 78724

BUSH KAITANYA L
PO BOX 218
MANOR , TX 78653-0218

NEWSOME FLORENCE ET AL
PO BOX 133
MANOR , TX 78653-0133

EASLEY LENORA
PO BOX 734
MANOR , TX 78653-0734

DEMPSEY BUCHANAN LP
PO BOX 17547
AUSTIN , TX 78760-7547

SAMARIPA MATILDY & SUSIE
PO BOX 196
MANOR , TX 78653-0196

BUTLER FAMILY PARTNERSHIP LTD
PO BOX 9190
AUSTIN , TX 78766-9190

TAYLOR FLOYD ROY ETAL
PO BOX 50
MANOR, TX 78653

ROUTT IRA JR ETAL
PO BOX 184
MANOR , TX 78653-0184

AAA FIRE & SAFETY EQUIPMENT CO INC
6700 GUADALUPE ST
AUSTIN , TX 78752-3536

SEPECO
PO BOX 170309
AUSTIN , TX 78717-0019

LOGGINS RAYDELL
PO BOX 47
MANOR , TX 78653-0047

LEGAL DESCRIPTION
17.016 ACRES OF LAND

17.016 acre of land being located in James Manor Survey No. 40, Abstract No. 546, being a portion of that certain called 104.823 acre tract conveyed to Las Entradas Development Corporation, as recorded under Document No. 2007002485, Official Public Records of Travis County, Texas; said 17.016 acres being more particularly described as follows:

COMMENCING, at a found concrete monument located in the northeasterly right of way line of U.S. 290 East (Variable R.O.W.) and marking the common corner of said 104.823 acre tract and that certain 275.66 acre tract conveyed to Butler Family Partnership, LTD., as recorded in Volume 12271, Page 872 and Volume 4282, Page 1082, Official Public Records of Travis County, Texas;

THENCE, North 27deg 26' 43" East, along the common boundary line between the said 104.823 acre tract and the said 275.66 acre tract, a distance of 1212.88 feet, to the **POINT OF BEGINNING** of the herein described tract of land;

THENCE, North 27deg 26' 43" East, continuing along the common boundary line between the said 104.823 acre tract and the said 275.66 acre tract, a distance of 923.64 feet, to a point;

THENCE, leaving the easterly line of the said 275.66 acre tract and into the said 104.823 acre tract, the following courses;

South 62deg 14' 46" East, a distance of 529.66 feet, to a point;

South 27deg 40' 04" West, a distance of 26.21 feet, to a point;

Southwesterly, along the arc of curve to the left having a radius of 1242.29 feet, a central angle 42deg 36' 02", an arc length of 923.66 feet and chord bearing: S 06deg 30' 19" W, 902.54 feet, to a point;

South 74deg 12' 52" West, a distance of 636.19 feet, to a point;

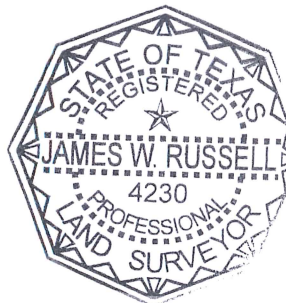
North 17deg 53' 11" West, a distance of 546.38 feet, to the **POINT OF BEGINNING** and containing 17.016 acres (741,221 square feet) of land, more or less;

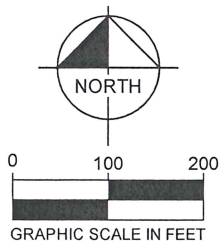
Basis of Bearings are based on the Texas State Plane Coordinate System (Central Zone, NAD83) which is based GPS observation.

This document was prepared under 22 TAC 663.21, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared

James W. Russell 2/2/17

James W. Russell
Registered Professional Land Surveyor No. 4230
Kimley-Horn and Associates, Inc.
601 NW Loop 410, Suite 350
San Antonio, Texas 78216
Ph. 210-541-9166
jim.russell@kimley-horn.com
TBPLS Firm No. 10193973





275.66 AC.
(TRACT 3)
BUTLER FAMILY PARTNERSHIP, LTD.
VOL. 12271, PG. 872
DESCRIBED IN
VOL. 4282 PG. 1082

REMAINDER OF 104.823 ACRES
LAS ENTRADAS DEVELOPMENTS
DOC.# 2007002485

S27°40'04"W
26.21'

$\Delta=42^{\circ}36'02''$
R=1242.29'
L=923.66'
CB=S6°30'19"W
C=902.54'

REMAINDER OF 104.823 ACRES
LAS ENTRADAS DEVELOPMENTS
DOC.# 2007002485

17.016 ACRES
741,221 SQ. FT.

REMAINDER OF 104.823 ACRES
LAS ENTRADAS DEVELOPMENTS
DOC.# 2007002485

P.O.B.

N27°26'43"E
1212.88'

REMAINDER OF 104.823 ACRES
LAS ENTRADAS DEVELOPMENTS
DOC.# 2007002485

P.O.C.
CONCRETE
MONUMENT

U.S. 290 EAST
(VARIABLE ROW)

LEGEND

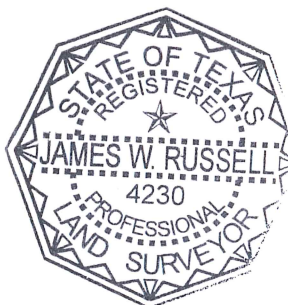
P.O.C. = POINT OF COMMENCING
P.O.B. = POINT OF BEGINNING

NOTES:

1. This document was prepared under 22 TAC 663.21, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared.
2. Bearing system based on the Texas Coordinate System of 1983, Central Zone (4203), North American Datum of 1983.

James W. Russell
2/2/17

JAMES W. RUSSELL
REGISTERED PROFESSIONAL
LAND SURVEYOR NO. 4230
601 NW LOOP 410, SUITE 350
SAN ANTONIO, TEXAS 78216
PH. 210-541-9166
jim.russell@kimley-horn.com



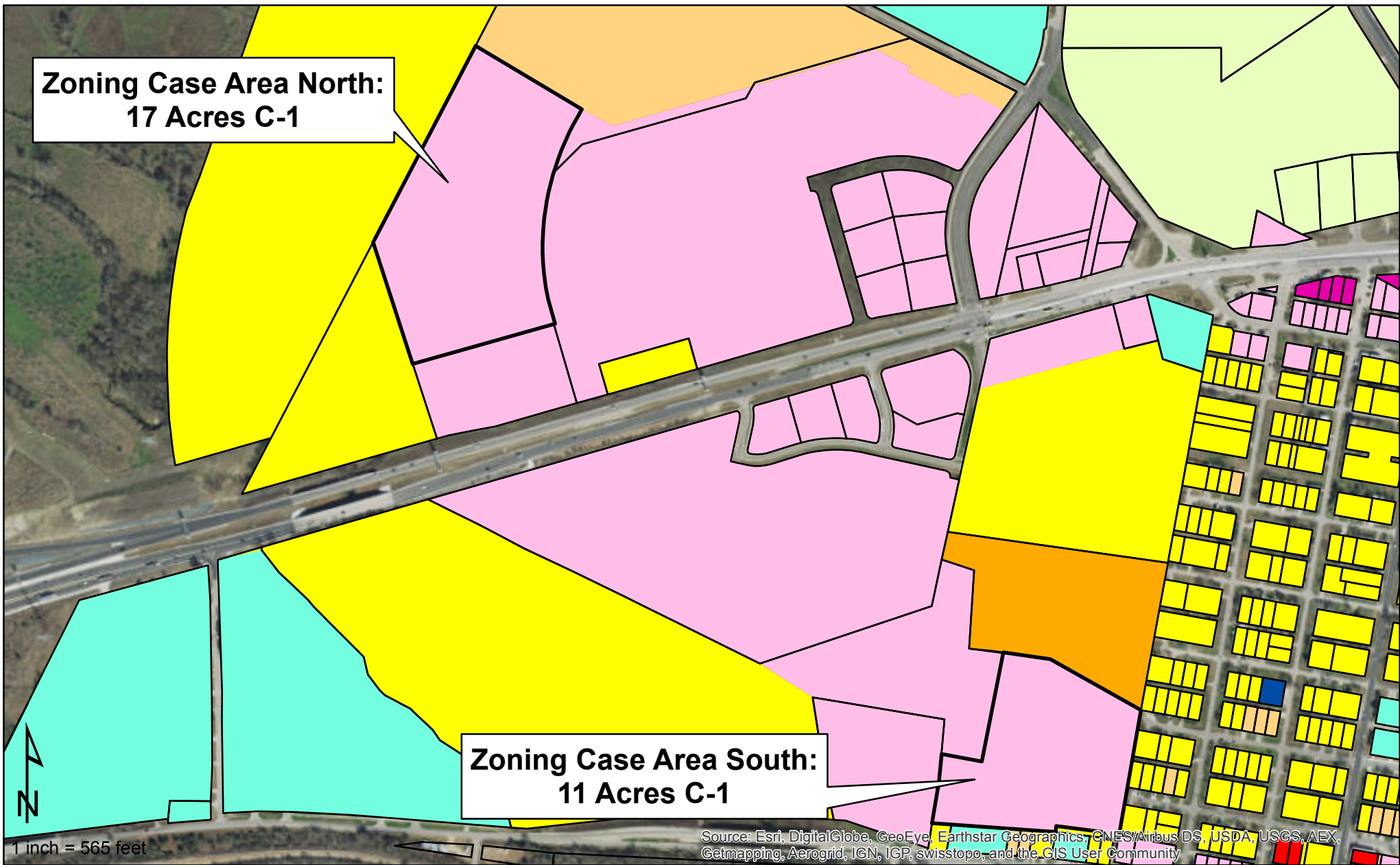
Kimley»Horn

601 NW Loop 410, Suite 350
San Antonio, Texas 78216

FIRM # 10193973

Tel. No. (210) 541-9166
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
1" = 200'	RAA	JWR	2/1/2017	069241704	1 OF 1



Proposed Zoning: Light Commercial (C-1)

*Current Zoning: R-1 Single Family (South)
R-2 Single Family (North)*

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-3 - Multi Family
	R-4 - Multi Family Special

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 with Accessory Buildings	70%	Front Yard	25 ft
Landscape Requirement	15%	Street Side Yard	15 ft
		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 Education Facilities	Transportation Terminal
Public Primary and Secondary Education Facilities	All Other Civic Uses

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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on a first reading of an Ordinance rezoning 11 acres more or less out of the James Manor Survey No 40, Abstract 546, Travis County, near the intersection of W. Parsons St. and N. Bastrop St, from R-1 Single Family to C-1 Light Commercial. Owner: Danny Burnett, Las Entradas Development Corporation. Applicant: Alex Granados, Kimley-Horn

BACKGROUND/SUMMARY:

As part of the discussions to establish a PID (Public Improvement District) the ratio of residential to commercial was suggested to change to increase the amount of future sales tax. This rezoning changes from R-1 Single Family to C-1 Light Commercial. PZ voted 7 - 0 to approve C-1 zoning.

PRESENTATION: ☐ YES ☒ NO

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

Request Letter
Notified property owners
Survey
Zoning Map
C-1 Uses

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve the first reading of an Ordinance rezoning 11 acres more or less out of the James Manor Survey No 40, Abstract 546, Travis County, near the intersection of W. Parsons St. and N. Bastrop St, from R-1 Single Family to C-1 Light Commercial.

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

February 22, 2017

City of Manor
Attn: Scott Dunlop
105 E. Eggleston St.
Manor, Texas 78653

**Re: *Las Entradas Rezoning
Rezoning – Letter of Intent
NW corner of W Parsons St and N Bastrop St & South of Hill Lane
Manor, Texas 78653***

To Whom It May Concern:

Please accept this Summary Letter for the above referenced project. The proposed Las Entradas development is located at the northwest corner of W Parson St and N Bastrop St in Manor, Texas, Travis County. The existing property is approximately 208 acres, 106 acres being located north of HWY 290, and 102 acres south of HWY 290. The proposed rezoning is for approximately 17-acres located within the northern property section, and the second area being approximately 14-acres located within the southern property section.

The proposed development intends to provide a mixed used of single family housing, commercial development, as well as parkland. Per City of Manor staff recommendation, the two tracts that are currently zoned R-1, and R-2 would be better suited with a C-1 classification, the proposed rezoning does not impart the purpose of the zoning district, as the current surrounding zoning matches the proposed C-1 zoning classification requested.

If you have any questions or comments regarding this request, please contact me at 512-418-1771.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Robert J. Smith, P.E.
Senior Project Manager

SAMUDIO FAUSTINO
PO BOX 28
MANOR , TX 78653-0028

ARELLANO ALFONSO
2402 TRAFALGAR DR
AUSTIN , TX 78723-4004

WILSON JOETTA
411 W PARSONS ST
MANOR , TX 78653-4719

SALAZAR JOSE CIPRIANO & UGANDA
GONZALEZ
PO BOX 164
MANOR , TX 78653

MONDRAGON ABEL
2132 DRY TORTUGAS TRL
AUSTIN, TX 78747

CHAVEZ MARCOS A
12555 KIMBRO RD
MANOR , TX 78653

DE LEON CARMEN P
PO BOX 81
MANOR , TX 78653-0081

HERNANDEZ JORGE
11605 ERIC CT
AUSTIN, TX 78748

MILLIGAN FINISH
409 W PARSONS ST
MANOR , TX 78653-4719

REYES MARY A & ROBERT H
PO BOX 344
MANOR , TX 78653-0344

MANOR I S D
P O DRAWER L
PO BOX 359
MANOR , TX 78653-0359

TRAVIS COUNTY EMERGENCY SERVICES,
DISTRICT NO 12
PO BOX 846
MANOR , TX 78653-0846

CITY OF MANOR
PO BOX J
MANOR , TX 78653

ROUNTREE RAMONA A
6920 THISTLE HILL WAY
AUSTIN , TX 78754-5803

CRUMLEY GILBERT & ESSIE
PO BOX 170309
AUSTIN , TX 78717-0019

RIOJAS ORALIA GARZA
PO BOX 89
MANOR, TX 78653

CARBAJOL FELIPE H & ISABEL ORTUNO
PO BOX 214
MANOR , TX 78653-0214

RIOJAS SANTIAGO & IRASEMA
PO BOX 885
MANOR , TX 78653-0885

BURNS ELBERT R ETAL
PO BOX 413
MANOR , TX 78653-0413

REYES AMANDO & ROSA M MARURI,
RENE MARURI AVILEZ
11602 MARSHALL ST
MANOR, TX 78653

BALDERRAMA RICK & MARIA ELENA
UNIT C
9200 LOCKWOOD SPRINGS RD
MANOR, TX 78653-5340

SMITH AUDREY B
10304 IVY JADE
SCHERTZ , TX 78154

LIONS CLUB OF MANOR INC
8819 LONE TREE DR
MANOR , TX 78653

HERRERA JUAN CARLOS & MARIA D
PO BOX 912
MANOR , TX 78653-0912

OKORO CHIAMO
PO BOX 964
DEL VALLE, TX 78617

BARRS GREAL & DAISY, LEROY &
IMOGENE YOUNG
421 W PARSONS ST
MANOR, TX 78653

DAVIS HATTIE MAE
PO BOX 229
MANOR , TX 78653-0229

OKORO CHIOMA
PO BOX 964
DEL VALLE, TX 78617

TRUE VINE CHURCH
413 W PARSONS ST
MANOR , TX 78653

MIMS MICHAEL L & BEVERLY R
PO BOX 447
MANOR , TX 78653-0447

BOWEN BRADLEY G & PAULA B
18109 WHITEWATER CV
ROUND ROCK , TX 78681-3594

WHEELER STREET PARTNERSHIP
PO BOX 170309
AUSTIN , TX 78717

GUERRERO JULIO & CYNTHIA
PO BOX 142265
AUSTIN , TX 78714-2265

GARCIA EPIFANIO DELGADO, MARIBEL
DELGADO HUERTA
5503 HIBISCUS
AUSTIN, TX 78724

BUSH KAITANYA L
PO BOX 218
MANOR , TX 78653-0218

NEWSOME FLORENCE ET AL
PO BOX 133
MANOR , TX 78653-0133

EASLEY LENORA
PO BOX 734
MANOR , TX 78653-0734

DEMPSEY BUCHANAN LP
PO BOX 17547
AUSTIN , TX 78760-7547

SAMARIPA MATILDY & SUSIE
PO BOX 196
MANOR , TX 78653-0196

BUTLER FAMILY PARTNERSHIP LTD
PO BOX 9190
AUSTIN , TX 78766-9190

TAYLOR FLOYD ROY ETAL
PO BOX 50
MANOR, TX 78653

ROUTT IRA JR ETAL
PO BOX 184
MANOR , TX 78653-0184

AAA FIRE & SAFETY EQUIPMENT CO INC
6700 GUADALUPE ST
AUSTIN , TX 78752-3536

SEPECO
PO BOX 170309
AUSTIN , TX 78717-0019

LOGGINS RAYDELL
PO BOX 47
MANOR , TX 78653-0047

LEGAL DESCRIPTION
11.015 ACRES OF LAND

11.015 acre of land being located in James Manor Survey No. 40, Abstract No. 546, being a portion of that certain called 105.170 acre tract conveyed to Las Entradas Development Corporation, as recorded under Document No. 2007002485, Official Public Records of Travis County, Texas; said 11.015 acres being more particularly described as follows:

BEGINNING, at a found ½ inch iron marking the southeasterly corner of said 105.170 acre tract;

THENCE, along the southerly line of the said 105.170 acre tract, the following courses;

North 82deg 57' 15" West, a distance of 50.78 feet, to a point;

North 07deg 25' 44" East, a distance of 25.00 feet, to a point;

North 82deg 34' 16" West, a distance of 199.56 feet, to a point;

South 07deg 25' 44" West, a distance of 25.00 feet, to a point;

North 85deg 52' 15" West, a distance of 534.51 feet, to a point located in the easterly right of way line of the Proposed Gregg Manor Road (Variable R.O.W.) (Not yet of record);

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

North 09deg 37' 11" East, a distance of 182.73 feet, to a point;

North 03deg 33' 06" East, a distance of 34.02 feet, to a point;

North 05deg 30' 59" East, a distance of 92.26 feet, to a point;

THENCE, leaving the Proposed Gregg Manor Road and into the said 105.170 acre tract, the following courses;

South 77deg 39' 57" East, a distance of 158.59 feet, to a point;

North 11deg 50' 46" East, a distance of 280.96 feet, to a point;

North 04deg 44' 47" East, a distance of 50.17 feet, to a point;

North 12deg 18' 06" East, a distance of 146.45 feet, to a point;

South 81deg 36' 06" East, a distance of 219.46 feet, to a point;

South 61deg 11' 08" East, a distance of 38.59 feet, to a point;

South 60deg 17' 10" East, a distance of 398.69 feet, to a point located in the southwesterly line of that certain Original City of Manor Plat, as recorded in Volume V, Page 796, Deed and Plat Records of Travis County, Texas and marking the most northeasterly corner of said 105.170 acres tract;

THENCE, along the common boundary line between said 105.170 acres tract and Original City of Manor Plat, the following courses;

South 10deg 21' 29" West, a distance of 547.59 feet, to a point;

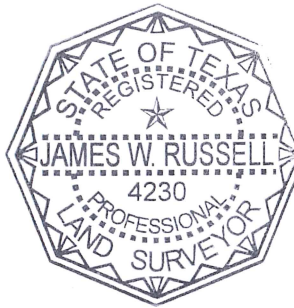
South 15deg 58' 28" West, a distance of 24.67 feet, to the **POINT OF BEGINNING** and containing 11.015 acres (479,793 square feet) of land, more or less;

Basis of Bearings are based on the Texas State Plane Coordinate System (Central Zone, NAD83) which is based GPS observation.

This document was prepared under 22 TAC 663.21, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared

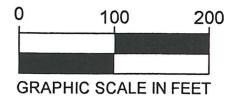
James W. Russell
4/4/17

James W. Russell
Registered Professional Land Surveyor No. 4230
Kimley-Horn and Associates, Inc.
601 NW Loop 410, Suite 350
San Antonio, Texas 78216
Ph. 210-541-9166
jim.russell@kimley-horn.com
TBPLS Firm No. 10193973



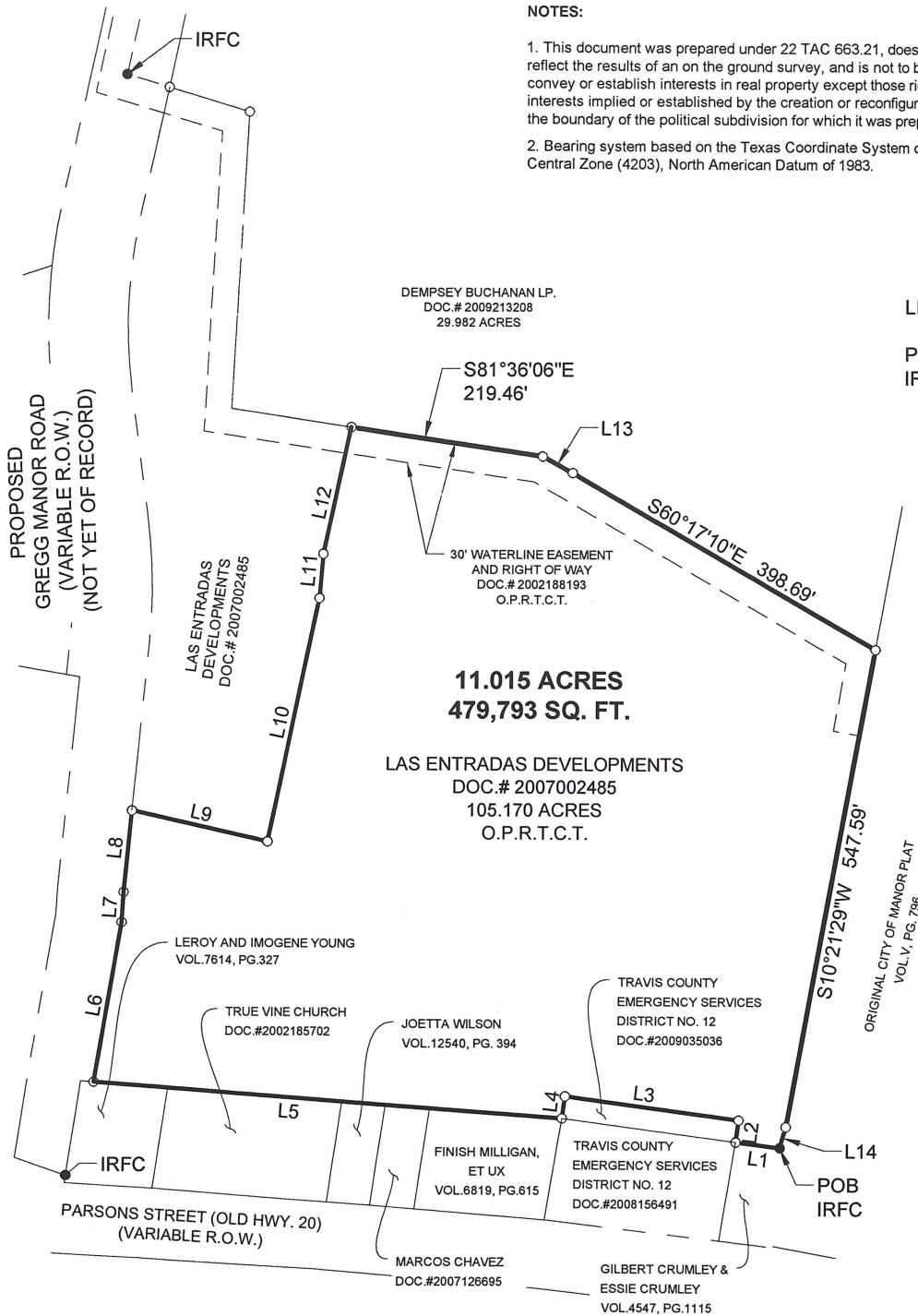
NOTES:

1. This document was prepared under 22 TAC 663.21, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared.
2. Bearing system based on the Texas Coordinate System of 1983, Central Zone (4203), North American Datum of 1983.



LEGEND

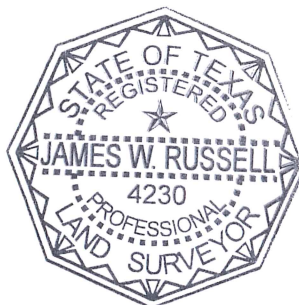
P.O.B. = POINT OF BEGINNING
IRFC = 1/2" IRON ROD W/CAP FOUND



LINE TABLE		
NO.	BEARING	LENGTH
L1	N82°57'15"W	50.78'
L2	N07°25'44"E	25.00'
L3	N82°34'16"W	199.56'
L4	S07°25'44"W	25.00'
L5	N85°52'15"W	534.51'
L6	N09°37'11"E	182.73'
L7	N03°33'06"E	34.02'
L8	N05°30'59"E	92.26'
L9	S77°39'57"E	158.59'
L10	N11°50'46"E	280.96'
L11	N04°44'47"E	50.17'
L12	N12°18'06"E	146.45'
L13	S61°11'08"E	38.59'
L14	S15°58'28"W	24.67'

James W. Russell
4/4/17

JAMES W. RUSSELL
REGISTERED PROFESSIONAL
LAND SURVEYOR NO. 4230
601 NW LOOP 410, SUITE 350
SAN ANTONIO, TEXAS 78216
PH. 210-541-9166
jim.russell@kimley-horn.com



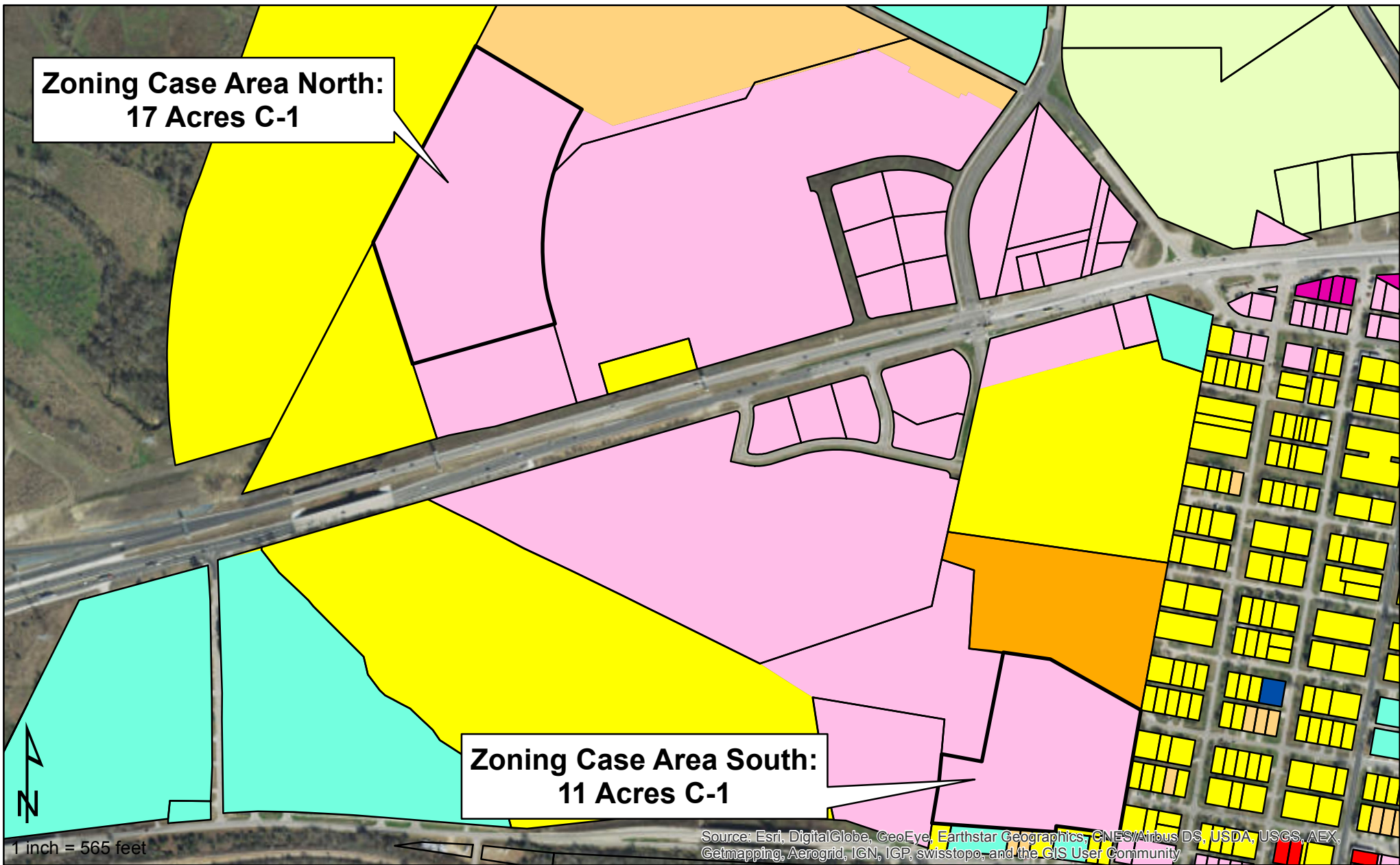
Kimley»Horn

601 NW Loop 410, Suite 350
San Antonio, Texas 78216

FIRM # 10193973

Tel. No. (210) 541-9166
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
1" = 200'	RAA	JWR	2/1/2017	069241704	1 OF 1



Proposed Zoning: Light Commercial (C-1)

*Current Zoning: R-1 Single Family (South)
R-2 Single Family (North)*

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-3 - Multi Family
	R-4 - Multi Family Special

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 with Accessory Buildings	70%	Front Yard	25 ft
Landscape Requirement	15%	Street Side Yard	15 ft
		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 Education Facilities	Transportation Terminal
Public Primary and Secondary Education Facilities	All Other Civic Uses

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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

14. Consideration, discussion and possible action on a Conditional Use Permit for the North 80ft of Lots 11-15, Block 30 Town of Manor, locally known as 109 North Burnet Street to allow for a Game Room. Applicant: Tony Welch, Beer:30

BACKGROUND/SUMMARY:

This is a conditional use permit to allow for Game Machines to be located at the Old Post Office, 109 North Burnet Street. After filing, it was determined the zoning had been changed in 2011 but the maps never updated. Therefore, game machines weren't allowed under the zoning from 2011, Downtown Business District, so this permit was pulled. It is still on the agenda because notices were mailed out. PZ took no action on this item.

PRESENTATION: ☐ YES ☒ NO

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

Game Room Ordinance

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council take no action.

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

ORDINANCE NO. 439

A ORDINANCE OF THE CITY OF MANOR, TEXAS, REGULATING GAME ROOMS AND AMUSEMENT REDEMPTION MACHINES; ESTABLISHING A PENALTY; ESTABLISHING A LICENSING FEE; AND PROVIDING FOR RELATED MATTERS

WHEREAS, the City of Manor, Texas, a home rule municipality, desires to regulate gaming machines to ensure that machines that are located within the City are not illegal gambling machines;

WHEREAS, the City Council finds that the regulations set forth herein promote the public health, morals, safety, and welfare; and

WHEREAS, the City may enact fees to defray the expenses of administering this ordinance;

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

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

Section 2. Game Room and Amusement Redemption Machine Regulations Adopted. The game room and amusement machine regulations set forth in Exhibit A are hereby adopted.

Section. 3. Application and License Fee. The City's fee schedule shall be amended to add the following fees:

(A) Game Room and Amusement Redemption Machine Fees

Section 4. Severability. If any provision of this Ordinance is illegal, invalid, or unenforceable under present or future laws, the remainder of this Ordinance will not be affected and, in lieu of each illegal, invalid, or unenforceable provision, a provision as similar in terms to the illegal, invalid, or unenforceable provision as is possible and is legal, valid, and enforceable will be added to this Ordinance.

Section 5. Effective Date. This Ordinance will become effective upon its adoption, passage by the City Council in accordance with the procedures on the date of passage as required and publication as required by law.

Section 6. Public Meetings. It is hereby officially found and determined that this meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Open Meetings Act, *Chapter 551, Texas Government Code*.

ORDINANCE NO. 439

Page 2

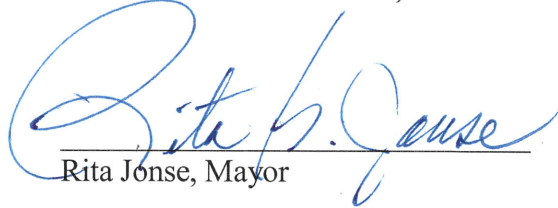
PASSED AND APPROVED on this the 1ST day of June, 2016.

ATTEST:

THE CITY OF MANOR, TEXAS



Frances Aguilar, City Secretary



Rita Jonse, Mayor

REGULATION OF GAME ROOMS AND AMUSEMENT REDEMPTION MACHINES

A. DEFINITIONS.

In this Ordinance:

- (1) **AMUSEMENT REDEMPTION MACHINE** means any electronic, electromechanical, or mechanical contrivance designed, made, and adopted for bona fide amusement purposes that rewards the player exclusively with noncash merchandise, prizes, toys, or novelties, or a representation of value redeemable for those items, that have a wholesale value available from a single play of the game or device of not more than ten times the amount charged to play the game or device once, or \$5.00, whichever amount is less.
- (2) **GAME ROOM** means a building, facility, or other place that is open to the public and whose primary purpose is entertainment and contains 1 or more operational amusement redemption machines.
- (3) **GAME ROOM OWNER** means a person who has an ownership interest in a game room.
- (4) **OPERATIONAL MACHINE** means a machine that is ready to be played and accessible to the public.
- (5) **POLICE OFFICER** means a Manor Police Department police officer.

B. LICENSE REQUIREMENTS

- (1) **License Required.**
 - (a) It shall be unlawful for an owner or operator of a game room to operate, use, or maintain a game room without first obtaining city game room license.
 - (b) An application for an existing game room location that is submitted by an individual who is different from the individual named as the owner or operator on the current application or a re-application for an existing game room location after denial or revocation shall be considered a new application and not a renewal.
- (2) **Game Room License.**
 - (a) A game room owner shall obtain a license from the city for each game room located in the city.
 - (b) The game room owner shall submit a completed application in the form provided by the City. Any failure to provide the information required by this section or a determination that inaccurate, erroneous or incomplete information has been submitted shall be grounds for denial of the application.
 1. The proposed game room must comply with this Ordinance at the time of the submission of the application for a license.

2. Each application shall also be accompanied by (i) a copy of a certificate of occupancy issued by the building official as appropriate for the proposed game room; (ii) a statement as to whether or not the applicant has been convicted of any crimes or violations listed in Section B(2)(c) of this Ordinance; the nature of the offense; the punishment or penalty assessed therefore if previously convicted; and the place of conviction; and (iii) in the case of a game room to be operated under an assumed name, a true and correct copy of the registration of the assumed name filed in the office of the Travis County Clerk, bearing the file mark or stamp that evidences its filing in that office; and (iv) non-refundable fee(s) for the license as stated in the city fee schedule. Any failure to provide the documents required by this item shall be grounds for denial by the director.

(c) Each application received under this section may be investigated to determine whether the applicant has been convicted of one of the following applicable offenses:

1. Gambling, gambling promotion, keeping a gambling place, communicating gambling information, possession of gambling devices or equipment, or possession of gambling paraphernalia as described in Chapter 47 of the Texas Penal Code;

2. Forgery, credit card abuse or commercial bribery as described in Chapter 32 of the Texas Penal Code;

3. A criminal offense as described in Chapter 34 of the Texas Penal Code;

4. Criminal attempt, conspiracy or solicitation to commit any of the foregoing offenses; or any other offense to the laws of another state or of the United States that, if committed in this state, would have been punishable as one or more of the aforementioned offenses; or

5. A criminal offense as described in Chapter 352, Subchapter B of the Texas Local Government Code; and

(i) Less than two years have elapsed since the date of conviction or the date of release from confinement imposed for the conviction, whichever is the later date if the conviction is of a misdemeanor offense; or

(ii) Less than five years have elapsed since the date of conviction or the date of release from confinement for the conviction, whichever is the later date, if the conviction is of a felony offense.

(d) A license issued under this section shall be subject to revocation by the City if any person gives false or misleading information in connection with his or her application for a permit or license required pursuant to this Ordinance.

(e) Any failure of a proposed game room to meet all requirements of this Ordinance shall be grounds for denial, revocation, or suspension of a game room license.

(f) Each city game room license is valid for one year and shall expire on the anniversary date of the issuance of the license. A license may be renewed for the following calendar year beginning 60 days before the expiration of the current license by filing a completed application for each license and paying the applicable fee set forth in the city fee schedule. A renewal application shall be subject to the same requirements in this section as for an initial city game room license application.

(3) Hearings.

(a) Any applicant desiring to contest the denial, revocation, or suspension of a game room license may request a hearing before the City Manager in accordance with the following procedures:

1. A request for hearing must be in writing and delivered to the City Secretary within ten days of the denial. The applicant waives the right to hearing if the request is not timely received by the City Secretary.

2. The only issue before the City Manager shall be whether or not the proposed game room complies with the requirements of this Ordinance.

3. If the City Manager determines that a proposed game room does not comply with the requirements of this Ordinance, then application for a game room license shall be denied. The applicant may re-apply for a game room license if changes are made to bring the proposed game room into compliance with this Ordinance.

4. The decision of the City Manager shall be final.

(4) License displayed. The game room owner shall display within plain sight of an accessible public area of each game room a current permit or license for that game room.

(5) Effect. Each licensee under this Ordinance must meet and comply with all requirements of law applicable to the premises or any activity conducted thereon and the issuance of a license under this article shall not excuse the licensee, his agents or employees or any patrons of such premises therefrom.

C. UNRESTRICTED ACCESS BY POLICE OFFICER.

(1) An owner, manager, or employee of a game room, or other person exercising control over a game room, a portion of a game room, or an operational amusement redemption machine, shall provide a police officer with immediate unrestricted access during business hours to all areas of the game room and to all operational amusement redemption machines located in the game room.

D. INSPECTION BY POLICE OFFICER.

(1) A police officer may inspect a game room or an operational amusement redemption machine located within the City of Manor, Texas' incorporated city limits to determine whether the game room or operational amusement redemption machine complies with this Ordinance and state law.

(2) An owner, manager, or employee of a game room or other person who does not allow a police officer to inspect a game room or operational amusement redemption machine commits an offense.

E. GAME ROOM SIGN REQUIRED.

A game room owner shall mark each entrance to a game room with a sign that:

(1) Bears the words "GAME ROOM" in one and one-half inch or larger block letters; and

(2) Is legible from a distance of 25 feet.

F. TRANSPARENT, UNCOVERED WINDOWS REQUIRED.

(1) Every game room shall have transparent unobstructed windows or open space on at least one (1) side so that the area is open to view by the general public passing by on a public street or using a corridor, lobby or other room to which the public has access and is admitted without charge.

(2) The owner, manager or employee of a game room shall not permit any obstruction of such public view by the use of drawn shades, blinds, partitions, tinting or other structures or obstructions..

G. HOURS OF OPERATION, INGRESS AND EGRESS

(1) All game rooms shall have their hours of operation clearly marked on every entrance.

(2) All game room shall have all doors providing ingress and egress from the game room unlocked during the hours of operation.

(3) It shall be unlawful for any person to keep, conduct or operate any game room for profit or to allow or permit any game room to remain open for business or open to the public before the hour of 5:00 a.m. or after the hour of 12:00 a.m. within 300 feet of any property zoned for residential use when the game room use is first established except game rooms located on the Highway 290 corridor.

H. LOCATION RESTRICTION.

(1) No coin-operated machines may be located for operation within three hundred (300) feet of a church, school or hospital.

(2) Game rooms shall only be permitted in C-1 Light Commercial, C-2 Medium Commercial, and C-3 Heavy Commercial zoned districts

I. ILLEGAL MACHINES

(1) This article shall not be construed to authorize or permit the keeping, exhibition, operation, display, or maintenance of any machine that is prohibited by the constitution of this state or Chapter 47 of the Texas Penal Code.

J. OFFENSE; PENALTY.

(1) A person who fails to comply with the requirements of this Ordinance commits a Class C misdemeanor punishable by a fine not to exceed \$500.

(2) Proof of a culpable mental state is not required for a conviction of an offense under this chapter.

(3) Each day that a violation occurs is a separate offense.

K. EXEMPTIONS

(1) This Ordinance shall not be construed to embrace bona fide fraternal organizations and lodges, social clubs or social gatherings in private residences for the sole purpose of sociability and amusement.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Concept Plan for Manor Commons East, twenty-two (22) lots on 73.3 acres more or less, located at the SE corner of US Hwy 290 and FM 973, Manor, TX. Owner: Barth Timmermann, Greenview Development Greenbury, LP. Applicant: Matt Mitchell, ALM Engineering

BACKGROUND/SUMMARY:

This is the concept plan for the recently approved Manor Commons PUD that encompasses the commercial, multifamily, and open space lots. It has not been approved by our engineers yet but the City has to take action on the item within 30 days so it should be denied as submitted. PZ denied as submitted at their April 12th meeting.

PRESENTATION: ☐ YES ☒ NO

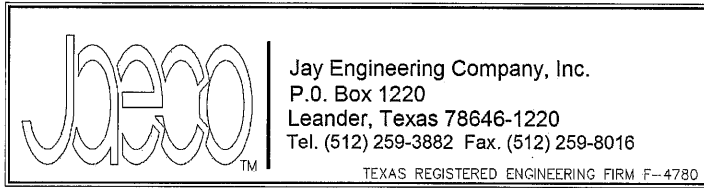
ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Concept Plan
Engineer Letter

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council deny the Manor Commons East Concept Plan as submitted.

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



Date: Monday, March 27, 2017

Matthew Mitchell
ALM Engineering, Inc.
1704 S Capital of TX Hwy
Austin TX 78746
almeng@sbcglobal.net

Permit Number 2017-P-1036
Job Address: , Manor, TX. 78653

Dear Matthew Mitchell,

The first submittal of the Manor Commons SE Commercial Concept (*Concept Plan*) submitted by ALM Engineering, Inc. and received on March 06, 2017, have been reviewed for compliance with the City of Manor Zoning Ordinance 263B.

Engineer Review

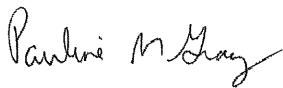
The review of the submittal package has resulted in the following comments. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (512) 259-3882 or by email at pgray@jaeco.net.

1. Section 21(c)(2) of Subdivision Ordinance 263B requires that the date the Concept Plan was prepared should be shown on the Concept Plan.
2. Signature blocks for Planning and Zoning and City Council should be added to the plan.
3. It is hard to distinguish between the different linetypes of the drawing. For example it is hard to tell the difference between the existing and new 100-yr. floodplain lines.
4. There are some lines that are not labeled.
5. Section 21(c)(12) of Subdivision Ordinance 263B requires that significant features on or within 200 feet of the property be clearly shown on the plans.
6. Section 21(c)(8)(i) and 21(c)(ii) of Subdivision Ordinance 263B require that the number of LUEs required for each category of lot be shown and the traffic volume to be generated by all proposed development other than single family be shown on the concept plan.
7. The summary letter submitted is for the proposed Preliminary Plan for the project, not the Concept Plan.

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. Please include a comment response narrative indicating how comments have been addressed with your plan resubmittal. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Additional comments may be generated as requested information is provided. Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,

A handwritten signature in cursive script, reading "Pauline M. Gray".

Pauline Gray, P.E.
Staff Engineer
Jay Engineering Company, Inc.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

16. Consideration, discussion, and possible action on a Concept Plan for the Villages at Manor Commons, three hundred seventy five (375) single family lots on 76 acres more or less, located at the SE corner of US Hwy 290 and FM 973, Manor, TX. Owner: Barth Timmermann, Greenview Development Greenbury, LP. Applicant: Matt Mitchell, ALM Engineering

BACKGROUND/SUMMARY:

This is the concept plan for the recently approved Manor Commons PUD that encompasses the single family residential area. This has not been approved by our engineers but the City must take action on a proposal within 30 days so it should be denied as submitted. PZ denied as submitted at their April 12th meeting.

PRESENTATION: ☐ YES ☒ NO

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

Concept Plan

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council deny the Villages at Manor Commons Concept Plan as submitted.

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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Scott Dunlop

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Concept Plan for Stonewater re-subdivision of Lot 132, Block H, Phase 2, 10 single-family lots on 1.17 acres more or less, located at Stoneridge Gap Lane and Almodine Road, Manor, TX. Owner: Thomas Anker, Continental Homes of Texas, LP. Applicant: Melony May, Doucet and Associates.

BACKGROUND/SUMMARY:

The applicant is proposing to resubdivide an open space lot next to the amenity center into 10 single family lots. This item was approved by our engineers and P&Z. PZ approved 7 - 0 at their April 12th meeting.

PRESENTATION: ☐ YES ☒ NO

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

Concept Plan
Engineer Letters
Approval Letter

STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve the Concept Plan for Stonewater re-subdivision of Lot 132, Block H, Phase 2, 10 single-family lots on 1.17 acres more or less, located at Stoneridge Gap Lane and Almodine Road, Manor, TX.

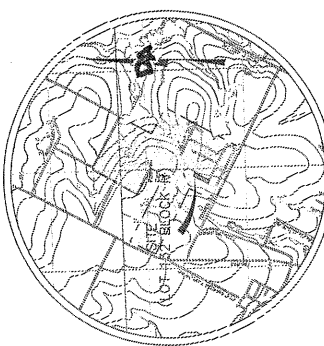
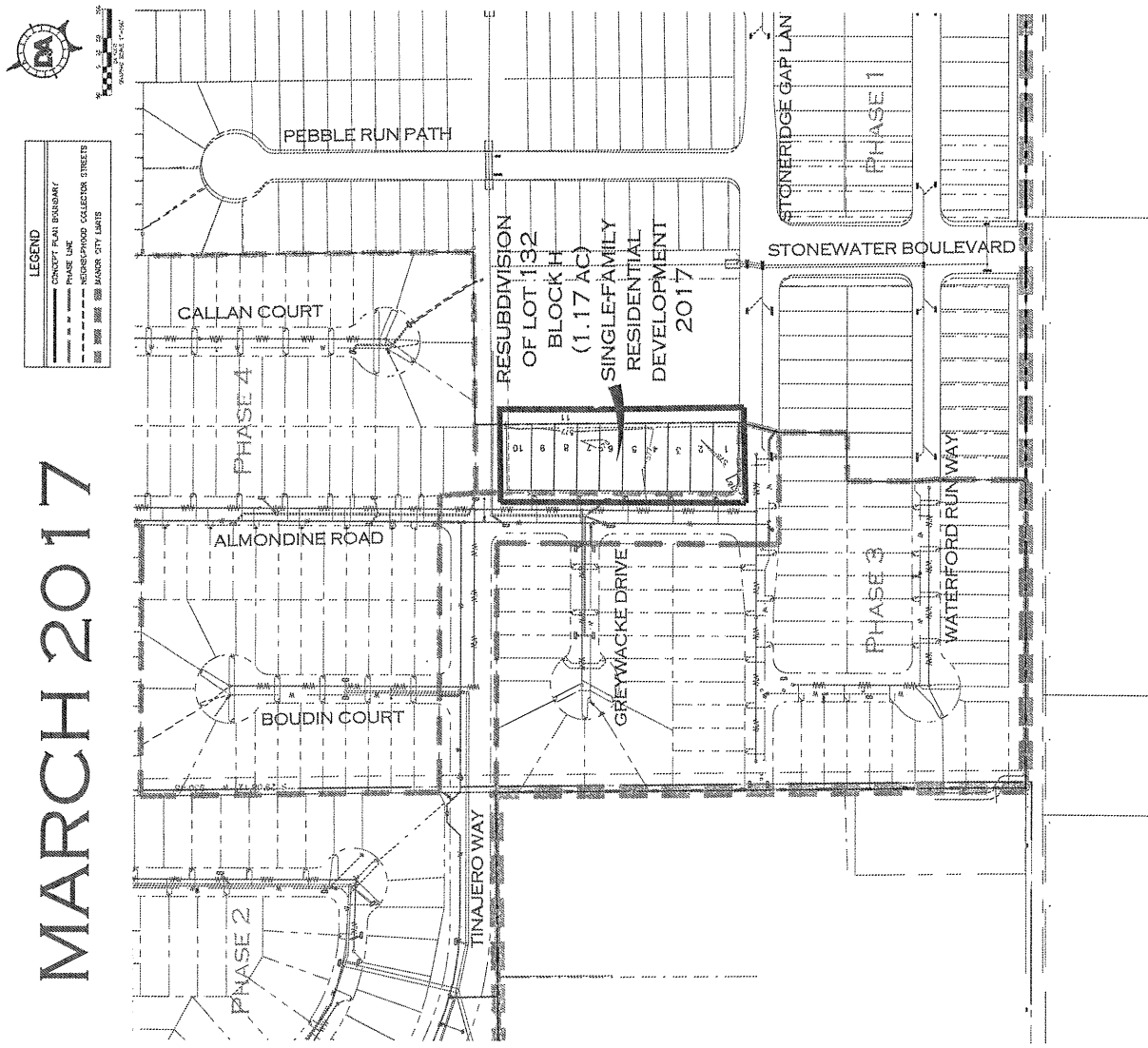
PLANNING & ZONING COMMISSION: ☒ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

CONCEPT PLAN

RESUBDIVISION OF LOT 132 BLOCK H
OF STONEWATER PHASE 2
CITY OF MANOR,
TRAVIS COUNTY, TX



DATE: 03-22-2017
SHEET: 1
1 OF 1
PROJECT: 1208-090



LOCATION MAP
SCALE: 1" = 2000'

SITE SUMMARY

PROJECT TITLE: RESUBDIVISION OF LOT 132 BLOCK H, OF STONEWATER PHASE 2
SURVEYOR: DOUCET & ASSOCIATES, INC.
7401 B HWY. 71 WEST, SUITE 240
AUSTIN, TEXAS 78725
CONTACT: SENEY R. MANOS, P.E.
(512) 583-2600
SITE ADDRESS: 814 075 MANOR, TEXAS
CURRENT P-1 AND P-2 ZONING: SINGLE-FAMILY RESIDENTIAL
OWNER/ CONTINGENTIAL: HANCOCK TEXAS, LP
DEVELOPER: 400, AUSTIN, TX 78704
CONTACT: THOMAS ANKER
ENGINEER: DOUCET & ASSOCIATES, INC.
7401 B HWY. 71 WEST, SUITE 240
AUSTIN, TEXAS 78725
CONTACT: KEITH YOUNG, P.E.
(512) 583-2600
LEGEND: BLOCK H, LOT 132 OF STONEWATER
DESCRIPTION: PHASE 2 SUBDIVISION ALONG ALMONDINE ROAD, RECD. 01/01/2010
FLOODPLAIN: THIS PROPERTY IS LOCATED WITHIN THE 100-YEAR FLOODPLAIN OF THE CANYON. PANEL NO. 143, TOWNSHIP 10N, RANGE 12E, COUNTY OF TRAVIS, TEXAS DATED AUGUST 18, 2014.

STONEWATER SUBDIVISION
LANDUSE BY TYPE

LAND USE TYPE	ACRES
RIGHT-OF-WAY	0.000
SINGLE-FAMILY RESIDENTIAL	1.170
COMMON	0.000
PARK	0.000
INDUSTRIAL	0.000
OPEN SPACE/UTILITY	0.000
TOTAL ACRES	1.17

LAND USE NOTES:
1. EACH SINGLE FAMILY RESIDENCE SHALL BE GIVEN ONE (1) LIE FOR WATER SERVICE AND ONE (1) LIE FOR WASTEWATER SERVICE.
TOTAL # OF WATER USE IS 0
TOTAL # OF WASTEWATER USE IS 0

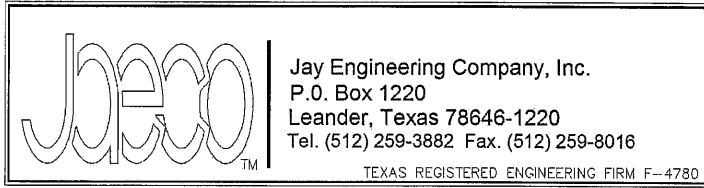
STONEWATER SUBDIVISION - LANDUSE BY PHASE

PHASE	LAND USE	ACRES	R-1	R-2	OTHER	TOTAL PER PHASE
2	SINGLE-FAMILY RESIDENTIAL (P-1 & P-2)	1.17	10	0	1	11
	TOTAL ACRES	1.17				TOTAL LOTS: 11

CITY OF MANOR ACKNOWLEDGMENTS

THE CONCEPT PLAN HAS BEEN SUBMITTED TO AND CONSIDERED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MANOR, TEXAS, AND IS HEREBY RECOMMENDED FOR APPROVAL BY THE CITY COUNCIL ON THE _____ OF _____, 20____ A.D.

APPROVED: _____
WILLIAM AYERS, CHAIRPERSON
ATTEST: _____
CITY SECRETARY
ACCEPTED AND APPROVED FOR RECORD BY THE CITY COUNCIL, CITY OF MANOR, TEXAS, ON THIS THE _____ OF _____, 20____ A.D.
BY: _____
HONORABLE MAYOR BITA G. JENSEN
MAYOR OF THE CITY OF MANOR, TEXAS
ATTEST: _____
CITY SECRETARY



Date: Friday, March 03, 2017

Melony May
Doucet & Associates, Inc.
7401B Hwy 71 W, Suite 160
Austin TX
mmay@doucetengineers.com

Permit Number 2017-P-1029
Job Address: , Manor, TX. 78653

Dear Melony May,

The first submittal of the Stonewater Concept Resub Lot 132 Blk H Ph 2 (*Concept Plan*) submitted by Doucet & Associates, Inc. and received on March 06, 2017, have been reviewed for compliance with the City of Manor Zoning Ordinance 263B.

Engineer Review

The review of the submittal package has resulted in the following comments. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (512) 259-3882 or by email at pgray@jaeco.net.

The land use table by Phase lists 11 Lots, but only 10 Lots are shown on the layout.

Traffic volume calculations are required to be generated for all proposed development other than single family residential. Land use note 1 can be removed.

Section 21(c)(2) of Subdivision Ordinance 263B requires the date the concept plan was prepared be shown on the concept plan.

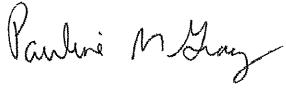
Signature blocks for City of Manor Planning and Zoning and City of Manor City Council should be added to the concept plan.

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. Please include a comment response narrative indicating how comments have been addressed with your plan resubmittal. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Additional comments may be generated as requested information is provided. Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,

3/3/2017 11:10:11 AM
Stonewater Concept Resub Lot 132 Blk H Ph 2
2017-P-1029
Page 2

A handwritten signature in cursive script, reading "Pauline M. Gray". The signature is written in dark ink and is positioned above the printed name and title.

Pauline Gray, P.E.
Staff Engineer
Jay Engineering Company, Inc.



7401B Highway 71 West, Suite 160
Austin, TX 78735
Office: 512.583.2600
Fax: 512.583.2601

Doucetengineers.com

March 6, 2017

Mr. Tom Bolt
Director of Development Services
City of Manor
P.O. Box 387
Manor, TX 78653

Re: U#1 Comment Response to Pauline Gray's [Jay Engineering] First Concept Plan Review for Stonewater Resubdivision of Lot 132 Block H Phase 2, dated March 03, 2017.

Dear Mr. Bolt:

The following is Doucet & Associates, Inc. response to Jay Engineering's first concept plan comment letter dated 03/03/2017 regarding the project listed above:

1. The land use table by Phase lists 11 Lots, but only 10 Lots are shown on the layout.

Response: There are 11 total lots being subdivided from the original Lot 132 Block H. There are 10 residential lots as well as 1 PUE lot that runs along the East side from North to South. This lot will service the existing gas utilities in this area. The concept plan has been adjusted to more clearly show this.

2. Traffic volume calculations are required to be generated for all proposed development other than single family residential. Land use note 1 can be removed.

Response: The traffic volume calculations note has been removed.

3. Section 21(c)(2) of Subdivision Ordinance 263B requires the date the concept plan was prepared be shown on the concept plan.

Response: The date in which the concept plan was prepared is now shown on the top of the page.

4. Signature blocks for City of Manor Planning and Zoning and City of Manor City Council should be added to the concept plan.

Response: The City of Manor Planning and Zoning and City of Manor City Council signature blocks have been added to the concept plan.

END OF COMMENTS

COMMITMENT YOU EXPECT.
EXPERIENCE YOU NEED.
PEOPLE YOU TRUST.



Sincerely,

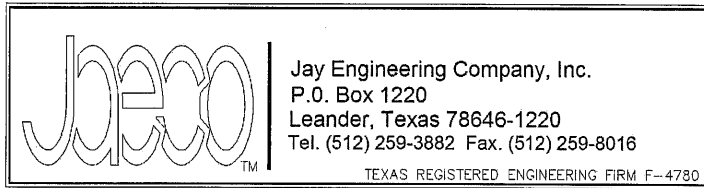
A handwritten signature in black ink that reads 'Luke Caraway'. The signature is fluid and cursive, with the first and last names being more prominent.

Luke Caraway, P.E.
Project Engineer
Doucet & Associates, Inc.
TBPE Firm # 3937

Cc: Jay Engineering

Enclosures:

- 1 copy U#1 Comment Response dated March 6, 2017
- 1 copy U#1 Concept Plan updated March 3, 2017



Date: Monday, March 13, 2017

Melony May
Doucet & Associates, Inc.
7401B Hwy 71 W, Suite 160
Austin TX
mmay@doucetengineers.com

Permit Number 2017-P-1029
Job Address: , Manor 78653

Dear Melony May,

We have conducted a review of the concept plan for the above-referenced project, submitted by Melony May and received by our office on March 06, 2017, for conformance with the City of Manor Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance. Please call if you have any questions or need additional information.

Sincerely,

A handwritten signature in cursive script that reads "Pauline Gray".

Pauline Gray, P.E.
Staff Engineer
Jay Engineering Company, Inc.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: April 19, 2017

PREPARED BY: Tom Bolt

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve a disbursement of Hotel Occupancy Tax Funds to Kenneth Taylor Cemetery Service for the repair and restoration of headstones at the City of Manor Cemetery.

BACKGROUND/SUMMARY:

This is a request for allocation of Hotel Occupancy Tax Funds for the cost of supplies and labor to repair broken headstones in the Historic Manor Cemetery. This particular repair is for smaller headstones that have broken and fallen. The repair will consist of gluing broken sections of headstones/monuments and creating a cement base to hold the stones in place. Rather than stand them up, this process will lay them flat on the ground at the appropriate location to avoid future deterioration. This process is different from other restoration projects as previously larger intact monuments were leveled, stand upright and cleaned. There are approximately 100-150 headstones that are in need of repair. Cost estimates are generally \$50.00 per monument. The amount requested should be limited to \$7,500.00.

PRESENTATION: ☐ YES ☒ NO

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

Letter of estimate from contractor

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve funding of up to \$7,500.00 from Hotel Occupancy Tax Funds for the repair and restoration of headstones.

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

Kenneth Taylor Cemetery Service
21210 Jakes Hill Road
Hutto, Texas 78634

July 30, 2016

Manor Cemetery
c/o Howard Anderson

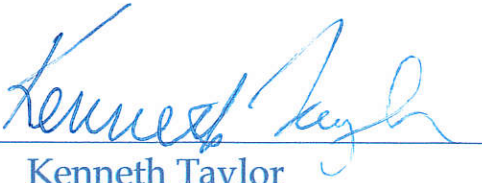
PROPOSAL

Level and shore up base of approximately 100-150 small and medium sized headstones that are leaning, including pouring concrete base where necessary, spreading sandy loam around base where needed. (Sandy loam to be provided by Cemetery.) Pressure wash headstones and generally clean up site after resetting headstones. If footstones are present, they will be included with headstones at no additional charge.

Estimate:

\$50 per stone, up to a maximum of 150 stones.

\$5,000 to \$7,500

By: 
Kenneth Taylor