



Rita G. Jonse, Mayor
Gil Burrell, Place 1
Maria Amezcua, Mayor Pro Tem, Place 2
Anne Weir, Place 3
Danny Scarbrough, Place 4
Deja Hill, Place 5
Valerie Dye, Place 6

**CITY COUNCIL
REGULAR MEETING
AGENDA**

Wednesday, October 16, 2019

7:00 p.m.

Manor City Hall – Council Chambers
105 E. Eggleston Street

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PLEDGE OF ALLEGIANCE

PROCLAMATIONS

- A. Declaring November 1, 2019, as “Texas Arbor Day”
- B. Declaring the Week of November 4-8, 2019, as “Municipal Court Week”

PRESENTATION

Recognition of outgoing Associate Judge Phyllis Mathison, presented by Mayor Rita G. Jonse

PUBLIC COMMENTS

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

CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Mayor or a Council Member; in which event, the item will be removed from the consent agenda and considered separately.

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|--|--------------------------------------|
| 1. Consideration, discussion, and possible action to approve the City Council Minutes of the October 2, 2019, Regular Meeting. | Lluvia T. Almaraz,
City Secretary |
| 2. Consideration, discussion, and possible action on the acceptance of the September 2019 Departmental Reports: | Thomas Bolt,
City Manager |
| <ul style="list-style-type: none">• Police – Ryan Phipps, Chief of Police• Development Services – Scott Dunlop, Assistant Dev. Services Director• Community Development – Debbie Charbonneau• Municipal Court – Sarah Friberg, Court Clerk• Public Works – Mike Tuley, Director of Public Works• Finance – Lydia Collins, Director of Finance | |

PUBLIC HEARING

- | | |
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| 3. <u>Public Hearing</u> : Consideration, discussion, and possible action upon a Concept Plan for the Manor Commons SE Commercial, nineteen (19) lots on 73 acres more or less, located near US Hwy 290 E and FM 973 N, Manor, TX. Applicant: ALM Engineering Owner: Greenview Development 973 L.P. | Scott Dunlop,
Asst. Dev. Services
Director |
| 4. <u>Public Hearing and First Reading</u> : Consideration, discussion and possible action on an ordinance rezoning 30.86 acres of land more or less out of the Greenbury Gates Survey No. 63 Abstract No. 315, and being located at 13119 US Hwy 290 East, Manor, TX, from ETJ/Interim Agricultural to Medium Commercial (C-2). Applicant: Kimley-Horn & Associates Owner: Gordon Weir | Scott Dunlop,
Asst. Dev. Services
Director |

REGULAR AGENDA

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| 5. Consideration, discussion and possible action on ratifying the bylaws for the City's TIRZ Board. | Thomas Bolt,
City Manager |
| 6. Consideration, discussion, and possible action on an award for Solid Waste Collection and Disposal and Recycle Services for the City of Manor. | Thomas Bolt
City Manager |
| 7. Consideration, discussion, and possible action on the Manor Lions Club H.O.T. Funds application of reimbursement of actual expenses meeting the State of Texas Hotel Tax Law Requirements Section 351.101. | Thomas Bolt,
City Manager |
| 8. Consideration, discussion, and possible action on a resolution to conduct a public hearing to discuss amending the Wastewater Capital Improvement Plan. | Frank T. Phelan, P.E.
City Engineer |

- | | |
|--|--|
| 9. Consideration, discussion and possible action to approve a change order to the construction contract for the Wilbarger Creek Wastewater Treatment and Collection System Improvements project. | Frank T. Phelan, P.E.
City Engineer |
| 10. Consideration, discussion and possible action on a resolution commencing the annexation of 30.8643 acres of land, more or less; being located in Travis County, Texas and adjacent and contiguous to the city limits; and providing for open meetings and other related matters. | Scott Dunlop,
Asst. Dev. Services
Director |
| 11. Consideration, discussion and possible action on a resolution supporting the extension of US Highway 290 East Tollway - Phase IV into the City Limits and Eastward; and providing for related matters. | Thomas Bolt,
City Manager |

ADJOURNMENT

In addition to any executive session already listed above, the City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

POSTING CERTIFICATION

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, October 11, 2019, by 5:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

/s/ Lluvia T. Almaraz, TRMC
City Secretary for the City of Manor, Texas

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail lalmaraz@cityofmanor.org

PROCLAMATION

Whereas, Texas first observed Arbor Day in 1889, under the leadership of the Texas Forestry Association; and

Whereas, All across Texas, from towering pines to majestic oaks to scrubby mesquites — the many trees of Texas are beautiful and prominent features of our unique and breathtaking landscape; and

Whereas, As Texans, we value our trees and the benefits they provide each of us every day. Benefits like clean air, clean water, improving our health and even saving us money on energy bills; and

Whereas, We encourage people in our community to plant trees and celebrate them on the first Friday each November on Texas Arbor Day; and

Whereas, This holiday for trees is an opportunity to teach fundamental lessons about the stewardship of our natural resources and caring for our environment. It is an opportunity to learn what each of us can do to keep our community trees healthy and vibrant, and it is a time we can pause to appreciate trees in our lives; and

Whereas, Together, we can create a brighter and more beautiful future for the next generation. They, in turn, can affirm the duty of protecting our natural resources by being responsible stewards of this great land.

Now, Therefore, I, Rita G. Jonse, Mayor of the City of Manor, and on behalf of the Manor City Council, do hereby proclaim Friday, November 1, 2019, as:

“Texas Arbor Day”

in the City of Manor and urge all citizens to support efforts to care for our trees and woodlands and I urge all citizens to plant trees to gladden the hearts and promote well-being of present and future generations.

Proclaimed this the 16th day of October 2019

Rita G. Jonse, Mayor
City of Manor

PROCLAMATION

Whereas, the Municipal Court of Manor, a time honored and vital part of local government, has existed since 1872;

Whereas, more people, citizens and non-citizens alike, come in personal contact with municipal courts than all other Texas courts combined; and

Whereas, public impression of the entire Texas judicial system is largely dependent upon the public's experience in municipal court;

Whereas, Municipal Judges and court support personnel have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and conform to the standards set by the Canons of Judicial Conduct; and

Whereas, the Municipal Courts play a significant role in preserving the quality of life in Texas communities through the adjudication of traffic offenses, ensuring a high level of traffic safety for our citizens; and

Whereas, the Municipal Courts serve as the local justice center for the enforcement of local ordinances and fine-only state offenses that protect the peace and dignity of our community; and

Whereas, the Municipal Judges and Clerks continually strive to improve the administration of justice through participation in judicial education programs, seminars, workshops and the annual meetings of their state and local professional organizations.

Therefore, it is most appropriate that we recognize the accomplishments of the 916 Texas Municipal Courts, and salute their critical role in preserving public safety, protecting the quality of life in Texas communities, and deterring future criminal behavior,

Now, I Rita Jonse, Mayor of the City of Manor, and on behalf of the Manor City Council, do recognize the week of November 4 - November 8, 2019, as

“Municipal Court Week”

and further extend appreciation to all Manor Municipal Judges and court support personnel for the vital services they perform and their exemplary dedication to our community. I call upon all residents of Manor to join with the City Council in recognizing the vital service they perform and their exemplary dedication to the communities they represent.

Proclaimed this the 16th day of October 2019

Rita G. Jonse, Mayor
City of Manor



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 16, 2019

PREPARED BY: Lluvia T. Almaraz, City Secretary

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the City Council Minutes of the October 2, 2019, Regular Meeting.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

October 2, 2019, Regular Meeting Minutes

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the City Council Minutes of the October 2, 2019, Regular Meeting.

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



**CITY COUNCIL
REGULAR SESSION MINUTES
OCTOBER 2, 2019**

PRESENT:

Rita G. Jonse, Mayor

COUNCIL MEMBERS:

Gil Burrell, Place 1 (Absent)
Maria Amezcua, Mayor Pro Tem, Place 2
Anne R. Weir, Place 3
Danny Scarbrough, Place 4
Deja Hill, Place 5
Valerie Dye, Place 6

CITY STAFF:

Thomas Bolt, City Manager
Lluvia T. Almaraz, City Secretary
Scott Dunlop, Assistant Development Services Director
Tracey Vasquez, HR Coordinator
Veronica Rivera, Legal Counsel

REGULAR SESSION – 7:00 P.M.

With a quorum of the Council Members present, the regular session of the Manor City Council was called to order by Mayor Jonse at 7:00 p.m. on Wednesday, October 2, 2019, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

At the request of Mayor Jonse, Carolina Zertuche with the Manor Journal, led the Pledge of Allegiance.

PUBLIC COMMENTS

Chase Michelle, 11936 Riparian Rd., Manor, Texas, spoke before City Council in regards to the expansion of FM 973 and Highway 290.

Dustin Amy, 12105 Jamie Dr., Manor, Texas, spoke before City Council regarding traffic control in the City. He requested for Council to consider an ordinance or proposal for speed tables and/or reduce speed signs of 20 miles an hour within all Manor subdivisions. Mr. Amy also requested for more community policing by the Manor Police Department.

Philip Tryon, 19805 W.T. Gallaway, Manor, Texas, spoke before City Council regarding the traffic issues among US Highway 290 within the city limits. He stated he had contacted TXDOT; CTRMA; and CAMPO regarding these issues and was now requesting the City's support on this matter. Mr. Tryon requested for the City to move forward and take the first step by approving a Resolution supporting the extension of US Highway 290 Tollway.

No one else appeared to speak at this time.

CONSENT AGENDA

1. **Consideration, discussion, and possible action to approve the City Council Minutes of the September 18, 2019, Regular Meeting.**
2. **Second and Final Reading: Consideration, discussion and possible action on an ordinance rezoning Las Entradas North being 7.915 acres of land more or less out of the James Manor Survey No. 40, Abstract No. 546, and being located near Gregg Manor Road and Hill Lane, Manor, TX, from Single Family (R-2) to Light Commercial (C-1). Applicant: Kimley-Horn & Assoc. Owner: Las Entradas Development Corporation**

Ordinance No. 554: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land from Single Family (R-2) to Light Commercial (C-1); Making Findings of Fact; and Providing for Related Matters.

Pete Dwyer with Dwyer Realty Companies submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by the City Council.

Danny Burnett with Dwyer Realty Companies submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by the City Council.

3. **Second and Final Reading: Consideration, discussion and possible action on an ordinance rezoning Las Entradas North, Section 1, Block A, Lot 1, 0.9274 acres of land, locally known as 12400 Gregg Manor Road, Manor, TX, from Light Commercial (C-1) to General Office (GO). Applicant: Frontier Bank Owner: Frontier Bank**

Ordinance No. 555: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land from Light Commercial (C-1) to General Office (Go); Making Findings of Fact; and Providing for Related Matters.

4. **Second and Final Reading:** Consideration, discussion and possible action on a Conditional Use Permit request for Block 11, Lot 1, Town of Manor and locally known as 901 ½ North Burnet Street, Manor, TX, to allow for wireless telecommunication facilities. Applicant: Vincent Gerard & Associates, Inc. Owner: City of Manor

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Dye the Council voted six (6) For and none (0) Against to approve and adopt all items on the Consent Agenda. The motion carried unanimously.

PUBLIC HEARINGS

At the request of City Manager Bolt Item 5 and Item 6 were open and close with one motion.

5. **Public Hearing:** Discussion on the approval of a Service and Assessment Plan for the Lagos Public Improvement District.
6. **Public Hearing:** Discussion on proposed assessments to be levied against the assessable property within the Lagos Public Improvement District (the “District”) pursuant to the provisions of Chapter 372 of the Texas Local Government Code to pay costs for certain improvements that will confer a special benefit to the District.

Mayor Jonse opened the public hearings.

The City staff’s recommendation was that the City Council conduct the public hearing.

Pete Dwyer with Dwyer Realty Companies submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by the City Council.

Danny Burnett with Dwyer Realty Companies submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by the City Council.

The discussion was held regarding the meaning of certain improvements that would confer a special benefit to the District.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Mayor Pro Tem Amezcua the Council voted six (6) For and none (0) Against to close the Public Hearing. The motion carried unanimously.

REGULAR AGENDA

- 7. Consideration, discussion, and possible action on an ordinance approving an assessment roll for the Lagos Public Improvement District (the “District”), levying assessments against assessable property within the District, establishing a lien on property within the District, approving a landowner agreement, and other matters related to and required for the levying of assessments against property located within the District under Chapter 372 of the Texas Local Government Code.**

The City staff’s recommendation was that the City Council approve Ordinance No. 556 approving an assessment roll for the Lagos Public Improvement District (the “District”), levying assessments against assessable property within the District, establishing a lien on property within the District, approving a landowner agreement, and other matters related to and required for the levying of assessments against property located within the District under Chapter 372 of the Texas Local Government Code.

Pete Dwyer with Dwyer Realty Companies submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by the City Council.

Danny Burnett with Dwyer Realty Companies submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by the City Council.

Jon Snyder with P3Works discussed the major improvements for the development and explained the levying of assessments against properties located within the District.

The discussion was held regarding the Debt Service Reserve Fund.

The discussion was held regarding Section 6 of the Ordinance regarding “Levy and Payment of Assessments for Actual Costs of Major Improvement Area Project.”

Ordinance No. 556: An Ordinance of the City of Manor Making a Finding of Special Benefit to the Property in the Lagos Public Improvement District; Providing for the Method of Assessment of Special Assessments Against Property in the District; Approving an Assessment Roll for the District; Levying Assessments Against Property Within the District; Providing for Payment of the Assessments; Providing for Penalties and Interest on Delinquent Assessments; Establishing a Lien on Property Within the District; Approving a Service and Assessment Plan; Approving a Landowner Agreement; Providing for Related Matters in Accordance with Chapter 372, Texas Local Government Code; Providing an Effective Date; and Providing for Severability.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Mayor Pro Tem Amezcua the Council voted six (6) For and none (0) Against to approve Ordinance No. 556 approving an assessment roll for the Lagos Public Improvement District (the “District”), levying assessments against assessable property within the District, establishing a lien on property within the District, approving a landowner agreement, and other matters related to and required for the levying of assessments against property located within the District under Chapter 372 of the Texas Local Government Code. The motion carried unanimously.

8. Consideration, discussion, and possible action on an ordinance amending Manor Code of Ordinances Appendix A Fee Schedule to establish Recreational Vehicle Park Fees and Minor Development Agreement Consultation Fees.

The City staff's recommendation that the City Council approve Ordinance No. 557 amending Manor Code of Ordinances Appendix A Fee Schedule to establish Recreational Vehicle Park Fees and Minor Development Agreement Consultation Fees.

Scott Dunlop, Assistant Development Services Director, was available to address any questions posed by the City Council.

City Manager Bolt discussed the proposed Recreational Vehicle Park Fees and Development Agreements Consultation Fees.

Ordinance No. 557: An Ordinance of the City of Manor, Texas, Amending Manor Code of Ordinances Appendix a Fee Schedule by Establishing Recreational Vehicle Parks Fees; Establishing Minor Development Agreement Consultation Fees; Providing for a Savings Clause; Providing for an Effective Date; Providing for an Open Meetings Clause; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Dye and seconded by Mayor Pro Tem Amezcua Council voted five (5) For and one (1) Against to approve Ordinance No. 557 amending Manor Code of Ordinances Appendix A Fee Schedule to establish Recreational Vehicle Park Fees and Minor Development Agreement Consultation Fees. Council Member Weir voted against. The motion carried.

9. Consideration, discussion and possible action on proposed changes to the City of Manor Policies and Procedures Handbook regarding to Electronic Devices, Communication, and Systems Access Use.

The City staff's recommendation was that the City Council approve the proposed changes to the City of Manor Personnel Policies and Procedures Handbook regarding to Electronic Devices, Communication, and Systems Access Use.

City Manager Bolt discussed the proposed changes to the Manor Personnel Policies and Procedures Handbook regarding the Electronic Devices, Communication, and Systems Access Use.

The discussion was held regarding the new revisions of the policy.

The discussion was held regarding disciplinary action regarding the policy violations.

MOTION: Upon a motion made by Council Member Hill and seconded by Council Member Dye the Council voted six (6) For and none (0) Against to approve the proposed changes to the City of Manor Personnel Policies and Procedures Handbook regarding to Electronic Devices, Communication, and Systems Access Use. The motion carried unanimously.

10. Consideration, discussion, and possible action on an award for Solid Waste Collection and Disposal and Recycle Services for the City of Manor.

The City staff's recommendation was that the City Council postpone the award for Solid Waste Collection and Disposal and Recycle Services for the City of Manor to the October 16, 2019, Council Regular Meeting.

Gary Gauci with Waste Management submitted a card in opposition of this item; however, he did not speak.

John Hans with Waste Connections submitted a card in support of this item; however, he did not speak.

MOTION: Upon a motion made by Mayor Pro Tem Amezcua and seconded by Council Member Hill the Council voted six (6) For and none (0) Against to postpone the award for Solid Waste Collection and Disposal and Recycle Services for the City of Manor to the October 16, 2019, Council Regular Meeting. The motion carried unanimously.

Mayor Jonse adjourned the regular session of the Manor City Council into Executive Session at 7:31 p.m. Wednesday, October 2, 2019, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The Manor City Council convened into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in *Section 551.074 Personnel Matters – Interview Candidates for appointment to the Planning and Zoning Commission for Place No. 7*, at 7:31 p.m., on Wednesday, October 2, 2019, City Council Conference Room of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

The Executive Session was adjourned at 7:44 p.m. on Wednesday, October 2, 2019.

OPEN SESSION

The City Council reconvene into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and took action on item(s) discussed during Closed Executive Session at 7:44 p.m. on Wednesday, October 2, 2019, in the Council Chambers of the Manor City Hall.

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

MOTION: Upon a motion made by Mayor Pro Tem Amezcua and seconded by Council Member Hill the Council voted six (6) For and none (0) Against to appoint Lakesha Small to fill the unexpired term of Planning & Zoning Commission, Place No. 7. The motion carried unanimously.

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 7:45 p.m. on Wednesday, October 2, 2019.

These minutes approved by the Manor City Council on the 16th day of October 2019.

APPROVED:

Rita G. Jonse
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 16, 2019

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the acceptance of the September 2019 Departmental Reports.

BACKGROUND/SUMMARY:

- Police – Ryan Phipps, Chief of Police
- Development Services – Scott Dunlop, Asst. Development Services Director
- Community Development - Debbie Charbonneau
- Municipal Court – Sarah Friberg, Court Clerk
- Public Works – Mike Tuley, Director of Public Works
- Finance – Lydia Collins, Director of Finance

PRESENTATION: ☐ YES ☒ NO

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

September 2019 Departmental Reports

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve and accept the September 2019 Departmental Reports.

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



Manor Police Department

Monthly Council Report

Ryan S. Phipps - Chief of Police

Date of Meeting:

10/16/2019

September 2019

Activity	Reported Month	Same month Prior year	Percentage difference	
Calls for Service	2035	1606	26.7↑	Patrol Car Rental Last Month \$2906.25 YTD \$29,429.25
Average CFS per day	67.8	53.5	26.7↑	
Open Cases	20	31	35.4↓	
Charges Filed	35	43	18.6↓	
Alarm Responses	44	29	51.7↑	
Drug Cases	5	18	72.2↓	
Family Violence	11	10	10↑	
Arrests Fel/Misd	14Fel/21Misd	19Fel/Misd24	26.3Fel ↓/12.5Misd↓	
Animal Control	35	32	9.3↑	
Traffic Accidents	57	23	147↑	
DWI Arrests	9	8	12.5↑	
Traffic Violations	814	564	44.3↑	
Impounds	74	154	51.9↓	
Victim Services cases	62	29	113↑	
Total Victims Served	58	38	52.6↑	
Ordinance Violations	29	19	52.6↑	
Laboratory Submissions	21	16	31.2↑	

Notes:

*DNA- DATA NOT AVAILABLE

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

September 1-30, 2019

Description	Projects	Valuation	Fees	Detail
Commercial New	1		\$172.00	C/O for T-N-T Barber Shop
Commercial Sign	2	\$16,400.00	\$449.00	
Commercial Irrigation	1	\$3,660.00	\$172.00	
Residential Electrical	7	\$76,621.79	\$749.00	
Residential Plumbing	4	\$6,800.00	\$428.00	
Residential Irrigation	37	\$71,981.20	\$3,915.00	
Residential Mechanical/HVAC	6	\$46,418.00	\$642.00	
Residential New	41	\$12,511,096.85	\$184,906.40	
Residential Deck/Patio	1	\$2,000.00	\$167.00	
Totals	100	\$12,734,977.84	\$191,600.40	

Total Certificate of Occupancies Issued: 65

Total Inspections(Comm & Res): 1,571

Tom Bolt, City Manager

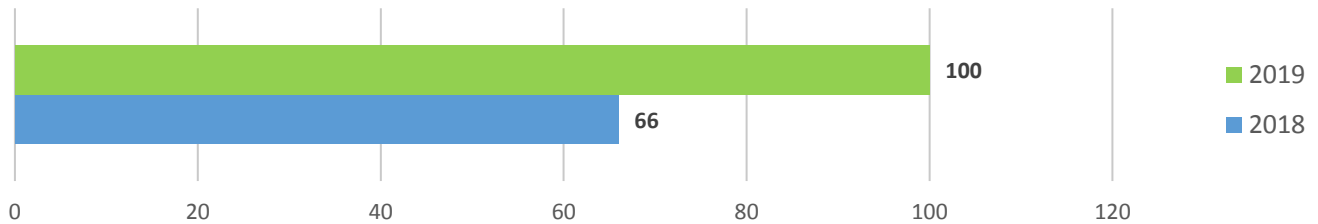




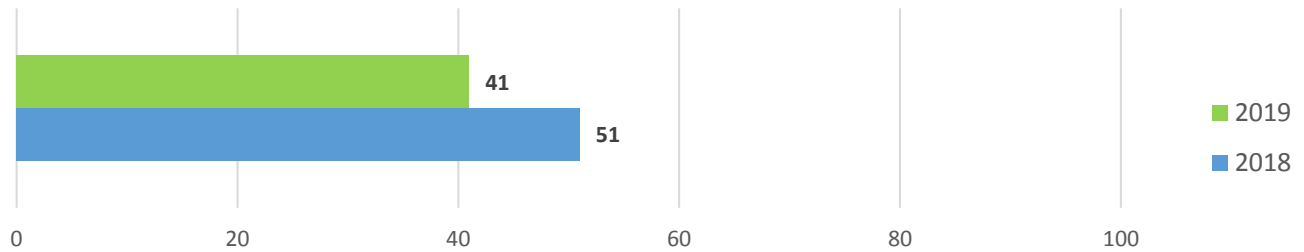
September 2019

DEPARTMENT OF DEVELOPMENT SERVICES
THOMAS BOLT, DIRECTOR

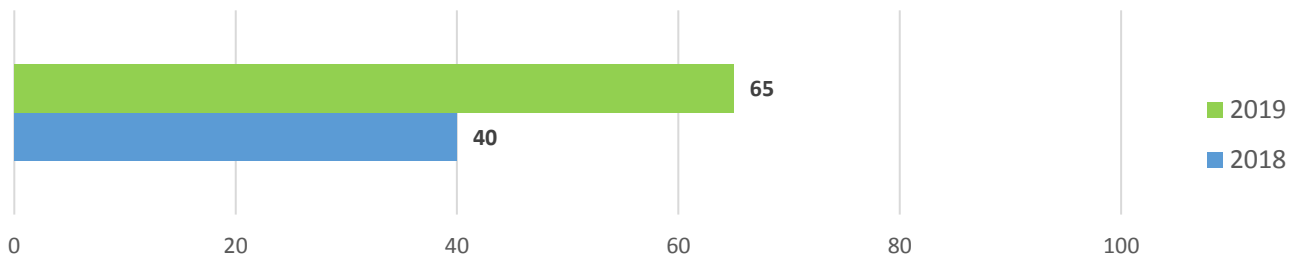
PERMITS ISSUED



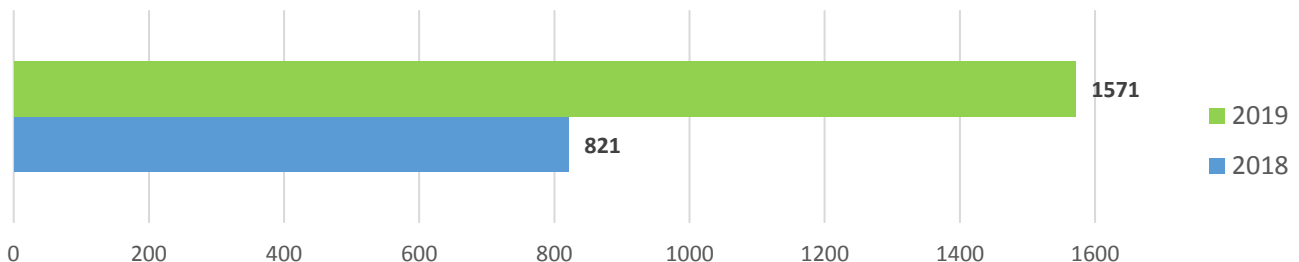
RESIDENTIAL NEW PERMITS



COs ISSUED



INSPECTIONS





MEMO

To: Mayor and City Council Members
From: Debbie Charbonneau, Community Development Manager
Date: October 16, 2019
RE: September Monthly Report

COMMUNITY OUTREACH

Attended the Chamber of Commerce Monthly Lunch Meeting

BUSINESS VISITS

Ramos Restaurant
El Pollo Rico
Double Dave's Pizzaworks
ATX Homemade Jerky & Artisan Market – Elgin
Luigi's - Elgin

EVENTS

Mayor Retirement Reception Planning Meeting
First Ladies Tour – Granger
Breakfast Bites Planning Meeting
Arbor Day Planning Meeting

OTHER DUTIES

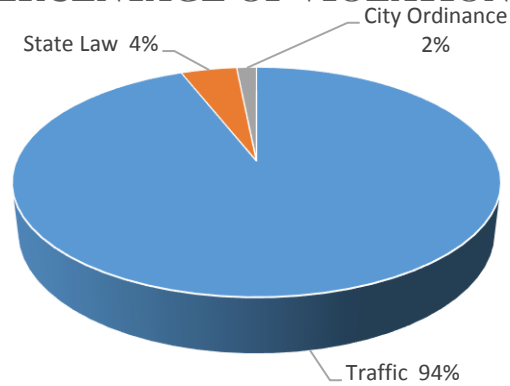
Texas Downtown Association Nominating Committee Conference Call
Texas Downtown Association Board of Directors Meeting – Midland
Texas Downtown Association West Texas Roundtable – Midland
Visit Widget Conference Call
VOMO Business Demo Conference Call
Regional Partners Quarterly Lunch – Elgin
Completed Draft for the Rental Assistance Program
Completed Draft Work Plan
Completed Draft Community Survey

City of Manor Municipal Court

SEPTEMBER 2019

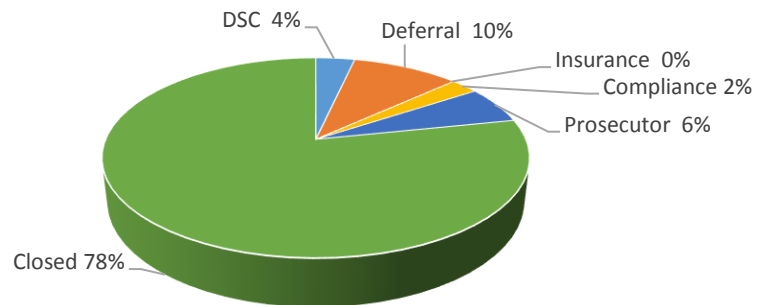
Violations Filed	Sep-19	Sep-18
Traffic	660	453
State Law	31	39
City Ord.	11	25
Total	702	517

PERCENTAGE OF VIOLATIONS



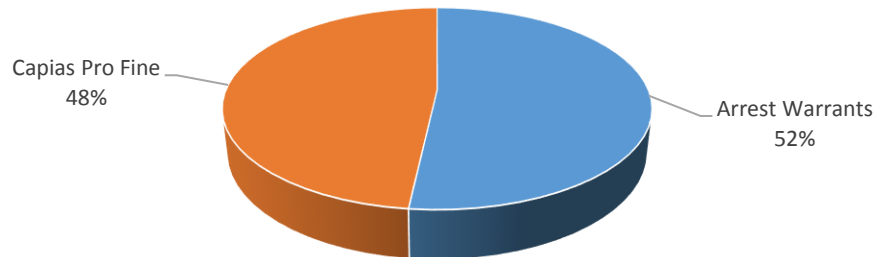
Dismissals	Sep-19	Sep-18
DSC	21	18
Deferral	58	62
Insurance	0	12
Compliance	15	8
Prosecutor	36	34
Closed	468	371
Total	598	505

PERCENTAGE OF DISMISSALS



Warrants	Sep-19	Sep-18
Arrest Warrants	44	4
Capias Pro Fine	41	34
Total	85	38

PERCENTAGE OF WARRANTS



Money Collected in September 2019

Kept By City	\$52,218.90
Kept By State	\$29,451.69
Total	\$81,670.59

Money Collected in September 2018

Kept By City	\$39,777.93
Kept By State	\$22,325.73
Total	\$62,103.66



MEMO

To: Mayor and City Council Members
From: Mike Tuley, Director of Public Works
Date: October 8, 2019
RE: September Monthly Report

Public Works Department

Street and Public, Parks, and Maintenance Department

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

Water and Wastewater Department

In September, the Water Department performed daily maintenance on the water system, repaired water mains, set water meters and tested the water daily. In September, the Wastewater Department performed daily maintenance on the wastewater plant. They cleaned and unstopped wastewater mains.

Water Production & Purchase

In the month of September 35% of the water we supplied to our residents was from our wells, and we purchased 65% from EPCOR and Manville WSC. In September, the estimated population of residents in the City of Manor is 13,160. Estimated population for ShadowGlen is 3,825 residents.

Subdivision Inspections

- Street Inspections- 7
- Water Inspections- 5
- Wastewater Inspections- 6

Street and Parks Monthly Report September 2019

Daily Duties and Projects 9/1/2019-9/30/2019

- **9/3/2019-** Dead end barricades are important for multiple reasons. The street department will continue to chip away on installing barricades at every dead-end street located inside Manor city limits.
- **9/5/2019-** The Art Park has come along very well. There are plans to install a small asphalt parking lot to the north of the park. All utilities were moved by city staff to allow no obstructions, where the future parking lot will be.
- **9/5-6/2019-** In order for the Hamilton Point Micro-surfacing project to be successful, city staff has to first crack seal entire subdivision. Over the last month, the streets department has achieved this and awaiting the project to begin first of next month.
- **9/11/2019-** The streets department installed 2 new 30 MPH signs in Greenbury subdivision. The signs were placed in areas closer towards the entrance to notify once entering.
- **9/13/2019-** Timmermann Park now has 3 decorative trash cans with bonnet lids, and 2 doggie pot stations. The trash cans and dog stations have been evenly dispersed throughout the park to accommodate all entrances of the park.
- **9/16/2019-** Vehicle accidents happen and sometimes take signs and poles with them. An accident took out a street sign and a telephone pole next to Ramos restaurant. The streets department took immediate action on the street sign replacement and notified the appropriate provider to remove the telephone pole.
- **9/17/2019-** The right of way mowing crew spent the day cleaning Bell Farms drainage ditches. debris, trash, and invasive trees were removed to improve drainage flow.
- **9/17/2019-** As years go by, the streets department has slowly built up some well needed equipment. One of the items that were purchased this year is called an asphalt planner. Instead of tearing the asphalt out in chunks, this device chews the asphalt and leaves it in small rock. The small rock can be used again on road base areas the city owns.
- **9/17/2019-** E. Browning has been in need of immediate replacement. The streets department has begun removing the asphalt. Once all said and done, 300 feet of asphalt will be removed and replaced.
- **9/18/2019-** Stonewater subdivision main entrance was lacking speed limit signs. The streets department installed 2 new 30 MPH signs on Tinajero Way. This should help slow traffic down.
- **9/19/2019-** Staking trees can be a preference depending on where you live. If your trees are placed in a high wind location stakes are recommended. Every 6 months, city staff will ensure all stakes are stable and upright. This will be monitored until trees are able to stand on their own.
- **9/23/2019-** Bell Farms pond is maintained by the City of Manor. Bell Farms pond has underground irrigation that has not run for some time now. After assessing the system, multiple repairs have been completed. The system will need some fine tuning but is 95% complete.
- **9/24/2019-** Keeping trees trimmed back from intersections for visibility issues is a must. On this day the streets department spent time trimming trees where it was needed most.
- **9/26/2019-** Greenbury Park has been in need of a new fence that separates the pond and the playground. On this day, 153' of old fence was removed and replaced with new black vinyl fence. The park is starting to get some much-needed attention.

- **9/27/2019-** Lately, the streets department have been using a different type of product to install stop bars. In the past the streets department were using just paint. The paint would fade extremely quick seeing all cars were stopping on them. The new product the city is using is called hot tape. The tape is laid down on the street and melted in with a torch. The hot tape has proven longevity and brightness over a long period of time.
- Seeing the 2019-2020 fiscal budget starts in October, city staff is very aware of the closing of the 2018/2019 budget. Multiple days on assessing all parks, streets, and facilities to determine what will need to be repaired and or replaced. It's one of our only months we spend so much time on planning for the future on equipment, fleet, inventory, and tools as well.

Inspections/Warranties/New Subdivision Walkthroughs and Pre-Construction meetings.

Presidential Heights Phase 5- The city had its first pre-construction meeting for phase 5. Excavation will begin this month.

Presidential Heights Phase 3&4- Phase 3 is almost completely built out and closing on their amenity center. Phase 4 had some contractor issues along the way but seem to be back on track. Home building will begin here in the next month.

Stonewater North Phase 1&3- Homes are being built in phase 1. Phase 3 roads and utilities are in and awaiting home building.

Stonewater North Phase 2- The city had its first pre-construction meeting for phase 2. Ground-breaking has already began and will move fast.

Presidential Phase 7- Phase 7 is close to all homes being completed.

Lagos Phase 1- Homes are continuing to go up and regular inspections are done on a weekly basis. The subdivision has done a great job on keeping all sites clean.

Manor Commons- All roads are paved, and Timmermann Park is complete. Most of the open land is revegetated and on a weekly mowing schedule. The park is turning into a very nice area for the citizens of Manor to enjoy.

Water Monthly Report September 2019

For the month of September, the Water Department had 46 service calls, 12 repair jobs, 5 maintenance jobs, 5 inspections, and flushed all dead-end mains.

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

Repairs:

801 North Caldwell - repaired a 3/4 service main leak by CD,AM,MO 9-3-19.
608 East Browning- replaced the 2 1/2-inch nozzle that was leaking on fire hydrant by RM 9-3-19.
11405 Lapoynor-replaced a broken curb stop by FZ,CD,DD,MO 9-6-19.
11407 Lapoynor-replaced a broken curb stop by FZ,CD,DD,MO 9-6-19.
Lagos Elementary School Murchison St. - replaced leaking seal on 1 1/2 water meter by FZ,DD,MO 9-16-19.
Carrie Manor and San Marcos NE corner- repaired a 2" main break by RM,CD,AM 9-20-19.
Golf Maintenance barn on Greg Lane -replaced a leaking meter seal on 2" meter by FZ,DD,CD 9-23-19.
801 North Caldwell - repaired a 3/4 service line leak by FZ,AM,CD 9-24-19.
306 East Wheeler- repaired a 3/4 service line leak by FZ,DD,MO 9-25-19.
106 East Parsons in alley - repaired a leaking tapping saddle on 6" water main by FZ,CD,DD 9-4-19.
Lexington and HWY 290 - repaired the break away flange on fire hydrant by FZ,AM,MO 9-11-19.
500 Block North Lockhart St. - Repaired a 6" water main leak by FZ,DD,AM 9-25-19.

Maintenance:

Aqua Tech Lab - Grabbed first set of 5 Bac T monthly samples and dropped off at Aqua Tech Lab by RM 9-10-19.
Clearwell on Gilbert Lane - changed cl2 bottle number 2 150 lbs. by RM,DD 9-12-19.
Core and Main - pick up parts for stock by JT 9-18-19.
Aqua Tech Lab- Grabbed second set of 5 Bac T monthly samples and dropped off at Aqua Tech Lab by RM 9-16-19.
210 East Burton St. - replaced missing meter lid by DD,MO 9-25-19.

Inspections

Ring Drive and FM 973 - American Fire Systems Inc. flow tested fire hydrants all passed by JT,RM 9-6-19.
ShadowGlen section 11 -water main and services by JL Gray by JT,RM 9-3-19 to 9-6-19.
ShadowGlen section 11 -water main and services by JL Gray by JT,RM 9-9-19 to 9-13-19.
ShadowGlen section 11 -water main and services by JL Gray by JT,RM 9-16-19 to 9-20-19.
Stonewater Section 2-water main and services by Liberty Civil Construction by JT,RM 9-23-19 to 9-30-19.

Wastewater Monthly Report September 2019

For the month of September, the Wastewater Department had 4 service calls, 7 repair jobs, 10 maintenance jobs and 6 inspections.

Service Calls

18213 Topsail- sewer clog - jetted main and cleared also called locates for repairs to be made by RM,DD 9-10-19.
13313 Mizzen St. - sewer clog - city side was clear notified customer by RM,AM,MO 9-12-19.
18205 Canopy - sewer clog -clog was on customer side notified customer by JR 9-16-19.
18132- Canopy Ln.-sewer clog -clog was on customer side notified customer by JR 9-27-19.

Repairs

18205 Canopy-sewer clog- made repairs where city side meets customer side and installed a new clean out cap and lid by CD,AM,MO 9-5-19.
12404 Jamie Drive Canopy-sewer clog- made repairs where city side meets customer side and installed a new clean out by FZ,AM,MO 9-10-19.
306 East Wheeler- replaced broken clean out cap and lid by RM 9-11-19.
18213 Topsail-made repairs where city side meets customer side and installed a new clean out by CD,AM,MO 9-11-19.
300 Blk East Burton in alley - repaired manhole ring and lid recemented by FZ,DD,MO 9-12-19.
WWTP- repaired leaking back flow preventer and had it tested by Fluid Meter. Passed by FZ,MO,DD 9-25-19.

Maintenance

Hamilton Point Circle -hydro jet wastewater mains for maintenance by MO,AM 9-3-19.
Constellation St.-hydro jet wastewater mains for maintenance by MO,AM 9-3-19.
Brenntag - ordered 2 totes of Alum for Wilbarger plant by JT,AM 9-5-19.
Brenntag - ordered 6 150 lb. Cl2 bottles for wastewater plant by JT 9-12-19.
Constellation from Maxa Drive to Canopy Ln.- hydro jet wastewater main for maintenance by CD,AM 9-18-19.
South Lampasas from John Nagle to Jesse St. -hydro jet wastewater main for maintenance by CD,AM 9-18-19.
Carillon Way from Ship Bell to Pealing Way- hydro jet wastewater main for maintenance by CD,AM 9-18-19.
Brenntag- ordered 2 100 lb. buckets of granular cl2 by JT 9-18-19.
San Marcos St. between Browning and Rector St.- hydro jet wastewater main for maintenance by CD,AM 9-19-19.
Bastrop St. from Morgan's Point to Lapoynor- hydro jet wastewater main for maintenance by CD,AM 9-19-19.

Inspections

Stonewater Section 2-wastewater main and services by Liberty Civil Construction by JT, RM 9-3-19 to 9-6-19.

Stonewater Section 2-wastewater main and services by Liberty Civil Construction by JT, RM 9-9-19 to 9-13-19.

Stonewater Section 2-wastewater main and services by Liberty Civil Construction by JT, RM 9-9-19 to 9-13-19.

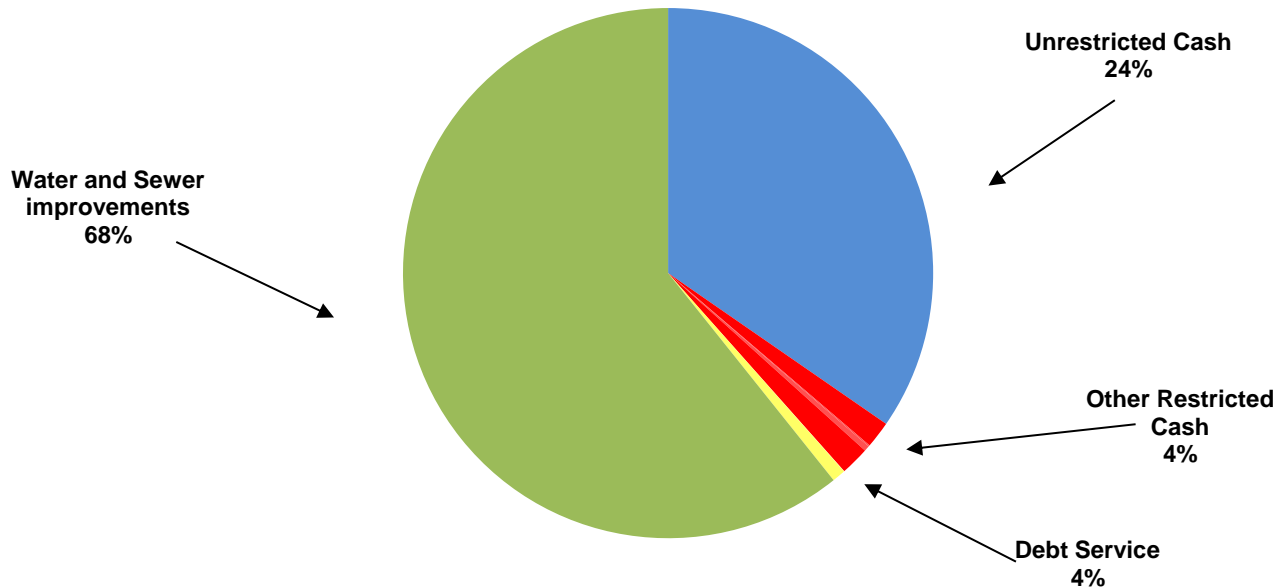
Stonewater Section 2-wastewater main and services by Liberty Civil Construction by JT, RM 9-16-19 to 9-20-19.

Stonewater Section 2 - pressure test mains and services with Liberty Civil Construction by RM 9-25-19.

Stonewater Section 2- vacuum test manholes with Liberty Civil construction by RM 9-25-19.

**CITY OF MANOR, TEXAS
CASH AND INVESTMENTS
As Of September, 2019**

CASH AND INVESTMENTS	GENERAL FUND	UTILITY FUND	DEBT SERVICE FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	TOTAL
Unrestricted:						
Cash for operations	\$ 4,641,171	\$ 7,461,451			\$ -	\$ 12,102,622
Restricted:						
Tourism				570,638		570,638
Court security and technology	27,290					27,290
Rose Hill PID				116,568		116,568
Customer Deposits		614,933				614,933
Park	8,832					8,832
Debt service			282,903			282,903
Capital Projects						
Water and sewer improvements		13,704,197		7,521,280		21,225,477
TOTAL CASH AND INVESTMENTS	\$ 4,677,293	\$ 21,780,581	\$ 282,903	\$ 8,208,486	\$ -	\$ 34,949,264



Overview of funds:

\$210,058.20 sales tax collected
 GF is in a favorable status.
 UF is in a favorable status
 DSF is in a favorable status
 CIP Fund is in a favorable status



AGENDA ITEM NO. ³_____

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 16, 2019

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Public Hearing: Consideration, discussion, and possible action upon a Concept Plan for the Manor Commons SE Commercial, nineteen (19) lots on 73 acres more or less, located near US Hwy 290 E and FM 973 N, Manor, TX

BACKGROUND/SUMMARY:

This plat has not been approved by our engineer and should be denied as submitted and engineer comments provided to the applicant.

PRESENTATION: ☐YES ☐NO

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

Plat

Notice Letter

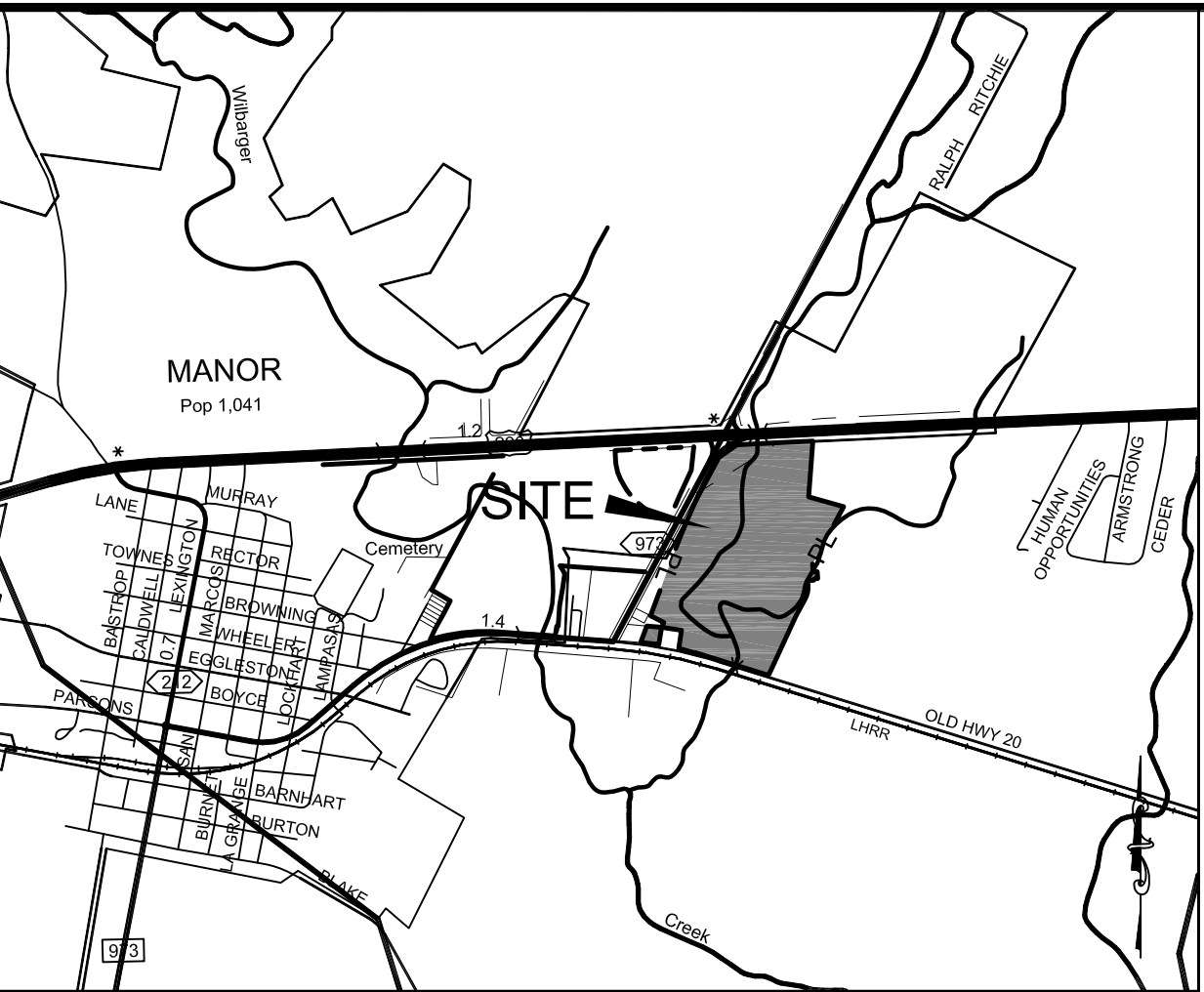
Mailing Labels

*Engineer Comments to be provided at meeting

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council deny a Concept Plan for the Manor Commons SE Commercial, nineteen (19) lots on 73 acres more or less, located near US Hwy 290 E and FM 973 N, Manor, TX

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



Owner 3.017 Acres Greenview Development 973, L.P. Document No. 2009176562
3.62 Acres Greenview Development 973, L.P. Document No. 2006207224
2.50 Acres Greenview Development 973, L.P. Document No. 2005187926
39.15 Acres Remainder Greenview Development 973, L.P. Document No. 2005187773
Approximately 28,609 out of the 104.61 Acres Greenview Development Greenbury, L.P.
Document No. 2005237215
Barth Timmermann
501 VALE STREET
AUSTIN, TEXAS
78746
(512)479-6614
(512)479-6577 (FAX)

Engineer: Matthew Mitchell, P.E.
ALM Engineering, Inc.
925 S. Capital of TX Hwy.
Ste. B220
West Lake Hills, Texas 78746
512-431-9600
almeng@sbcglobal.net

Surveyor: Holt Carson, RPLS No. 5166
HOLT CARSON, INC.
1904 Fortview Road
Austin, Texas 78704
(512) 442-0990

Total Number of Blocks: 2
Total Number of Lots: 19
Total Acreage: 73.248 AC
A portion of this property is located in Zone "AE", as defined in the map revision to FIRM Panel No. 48453C0485J, Travis County, Texas, dated April 11, 2016.
A CLOMR has been approved for modification of the floodplain contained within this study under Case # 16-06-1566R.
A LOMR will be submitted following completion of the Flood Plain Modifications.

LINEAR FEET OF NEW STREETS: Water and Wastewater Provider : CITY OF MANOR
RING ROAD - ASBUILT 1650 LF 105 E Eggleston St.
Submittal Date: 105 E Eggleston St.
ZONING: Manor Commons P.U.D. 13805 TX-95,
Coupland, TX 78615

RESIDENTIAL WATER EAST OF PARK : MANVILLE W.S.C.
13805 TX-95,
Coupland, TX 78615

Electrical Supply BLUEBONNET ELECTRIC COOP
3198 East Austin St.
P.O. Box 240
Giddings, TX 78942

Gas Supply Atmos Energy
823 Congress Av. #600
Austin, TX 78701-2435
1-888-288-6700

ESTIMATED PHASE DATES
PHASE 1 - 2019 COMPLETED
PHASE 2A - 2019
PHASE 2B - 2020
PHASE 3A - 2019
PHASE 3B - 2021
PHASE 3C - 2021
PHASE 4 - 2019
PHASE 5 - 2022
PHASE 6 - 2020
PHASE 7 - 2022

- GENERAL NOTES:
- 1.) Water and wastewater systems servint this subdivision shall be designed and installed in accordance with the City of Manor and State Health Department plans and Specifications and specifications shall be submitted to the City of Manor, Water and Wastewater Department for review.
 - 2.) All water and wastewater construction must be inspected by the City of Manor.
 - 3.) No lot in this subdivision shall be occupied until connected to the City of Manor water and wastewater.
 - 4.) Prior to construction, a site development permit must be obtained from the City of Manor.
 - 5.) Prior to Construction on lots in this subdivision, drainage plans will be submitted to the City of Manor for review.
 - 6.) The property owners or assigns shall maintain all drainage easements on private property.
 - 7.) The property owner shall provide for access to drainage easements as may be necessary and shall not prohibit access by governmental authorities.
 - 8.) All building set-back lines shall be in accordance with the City of Manor current Zoning Ordinance.
 - 9.) This subdivision is located within the City of Manor Corporated City Limits as of this date January 2015.

REVISIONS/CORRECTIONS				
Number	Description	Revised (R) Add (A) Void (V) Sheet No. 1	Total # Sheets in Plan Set	REVISION DATE
1	SPILL LOT 12, BLK A TO 10A12B & COMBINE LOT 2-6A7, BLK B INTO ONE LOT	R1	1	9/30/2019

MANOR SE COMMERCIAL CONCEPT PLAN - NOT FOR RECORDATION REVISION #1

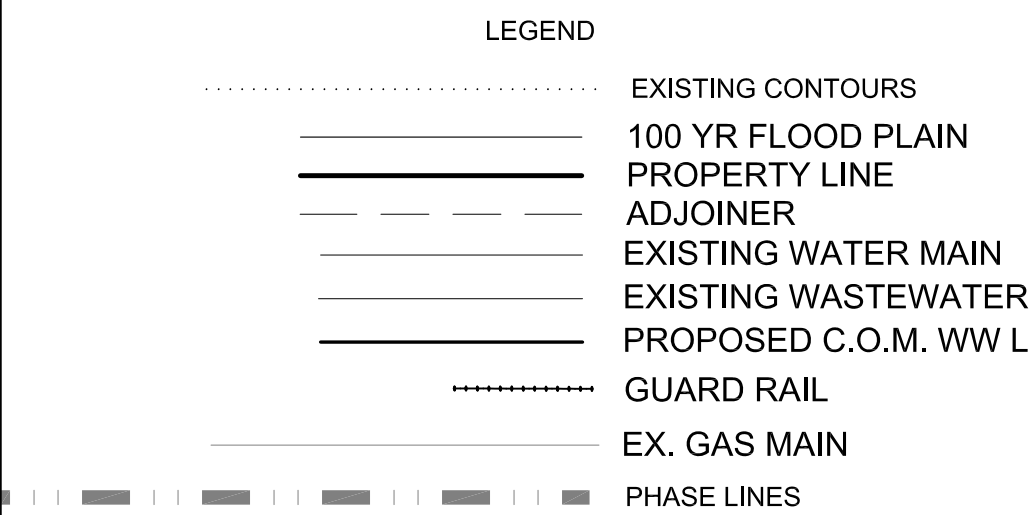
SUBMITTAL DATE: September 3, 2019



LINE	DISTANCE	BEARING
L1	219.47	S21°05'35"W
L2	236.54	S20°27'25"W
L3	76.46	S23°49'58"E
L4	72.27	S00°49'14"E
L5	113.38	S08°12'04"W
L6	108.42	S20°32'02"W
L7	197.23	S51°59'16"E
L8	145.21	S15°38'22"W
L9	26.59	S15°38'22"W
L10	252.55	N72°52'09"W
L11	3.13	S23°37'21"W
L12	30.75	N72°59'19"W
L13	195.93	N08°16'32"E
L14	214.34	N81°40'04"W
L15	57.17	N24°46'02"E
L16	158.70	N63°10'08"W
L17	684.96	N20°29'43"E
L18	199.71	S88°54'03"E
L19	240.86	N21°20'10"E
L20	121.63	S54°32'45"E
L21	50.76	S54°32'45"E
L22	77.84	N67°42'19"W
L23	90.15	N22°25'53"E

NUMBER	CHORD DIRECTION	RADIUS	ARC LENGTH	CHORD LENGTH
C1	N74°36'57"W	2635.35	165.47	165.44
C2	N20°31'18"E	9910.07	9.08	9.08
C3	S44°48'36"E	955.07	235.87	235.07
C4	N64°45'57"W	955.07	97.47	97.35
C5	S66°59'07"W	25.07	39.35	35.42
C6	N21°11'53"E	9910.07	224.83	224.82
C7	N22°15'14"E	9910.07	140.49	140.49
C8	S65°49'56"E	1045.07	431.72	428.68
C10	S50°28'11"E	958.00	31.47	31.47
C11	S56°52'24"E	958.00	182.67	182.39
C12	S78°04'13"E	958.00	526.16	519.57
C13	N76°44'05"W	1032.00	614.91	605.86
C14	N83°23'14"W	2635.35	195.23	195.18
C15	N70°45'31"W	1000.00	804.45	782.94
C17	S26°38'58"W	332.00	20.92	20.91
C18	S65°59'13"W	15.00	21.54	19.74
C21	S47°45'50"E	15.00	23.49	21.16
C27	S22°28'40"E	25.00	39.46	35.49
C28	S63°44'44"E	1045.00	143.93	143.82
C29	S51°53'54"E	1045.00	288.22	287.31
C30	S42°15'34"W	15.00	23.65	21.27

MANOR COMMERCIAL WW LINE A			
BLOCK A	AC	1500 GPD/AC	LUE'S
1	0.939	1408	5.2
2	0.852	1278	4.7
3	0.945	1418	5.3
4	1.138	1708	6.3
12A	1.330	1995	7.4
12B	3.286	50 units @ 0.5	40.0
BLOCK B			
1	1.408	2110	7.8
2	13.213	306 units @ 0.5	153.0
6	0.742	1113	4.1
WW LUES			
23	850		233.9
290 GRAVITY MAIN			
BLOCK A	AC	1500 GPD/AC	LUE'S
5	1.350	2025	7.5
6	1.078	1618	6.0
8	1.789	2683	9.8
9	200 UNITS @ 0.7 LUE/LUNIT		140.0
10	1.043	1564	5.8
11	2.671	4006	14.8
WW LUES			
			163.9
WATER LUES			
CITY OF MANOR			277.8
MANVILLE W.S.C.			140.0



CITY OF MANOR ACKNOWLEDGEMENTS

THIS 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 THIS THE ____ OF ____, 20__ A.D.

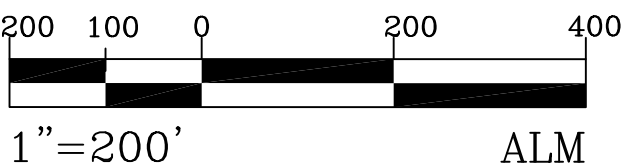
APPROVED: WILLIAM MYERS, CHAIRPERSON ATTEST: CITY SECRETARY

ACCEPTED AND APPROVED FOR RECORD BY THE CITY COUNCIL, CITY OF MANOR, TEXAS, ON THIS THE ____ OF ____, 20__ A.D.

APPROVED: HONORABLE MAYOR RITA G. JONSE ATTEST: CITY SECRETARY
MAYOR OF THE CITY OF MANOR, TEXAS

MANOR SE COMMERCIAL
CONCEPT PLAN
NOT FOR RECORDATION

MANOR,
TRAVIS COUNTY,
TEXAS
ALM ENGINEERING, INC. F-3565
CONSULTING ENGINEERS
1705 S. Capital of TX Hwy, Ste. 150
Austin, Texas, 78746.



ALM ENGINEERING, INC.
CONSULTING ENGINEERS
925 S Capital of TX Hwy, Ste. B220,
West Lake Hills, Texas 78746
(512) 431-9600 • almeng@sbcglobal.net

STATE OF TEXAS
MATTHEW MITCHELL
83335
LICENSED PROFESSIONAL ENGINEER

9-3-2019

CONCEPT PLAN
MANOR SE COMMERCIAL
FM 973
MANOR, TX

DATE: 9/3/2019
JOB: SITE
DRAWN BY: MM
CHECKED BY: MM

REVISION
DATE



DEVELOPMENT SERVICES DEPARTMENT

September 23, 2019

RE: Notification for a Concept Plan – Revised Manor Commons SE Commercial

Dear Property Owner,

The City of Manor Planning and Zoning Commission and City Council will be conducting a special and a regularly scheduled meeting for the purpose of considering and acting upon on a concept plan. The request will be posted on the agenda as follows:

Consideration, discussion, and possible action upon a Concept Plan for the Manor Commons SE Commercial, nineteen (19) lots on 73 acres more or less, located near US Hwy 290 E and FM 973 N, Manor, TX.

The Planning and Zoning Commission will meet at 6:30PM on October 16, 2019 at 105 East Eggleston in the City Hall Council Chambers.

The City Council will meet at 7:00PM on October 16, 2019 at 105 East Eggleston in the City Hall Council Chambers.

You are being notified because you own property within 300 feet of the property for which this concept plan has been filed.

If you have no interest in the case there is no need for you to attend. You may address any comments to me at the address or phone number below. Any communications I receive will be made available to the Commissioners during the discussion of this item.

Sincerely,



Scott Dunlop,
Assistant Development Director

sdunlop@cityofmanor.org
512-272-5555 ext. 5

PACESETTER HOMES, LLC
14400 THE LAKES BLVD.
BLD C, STE 200
PFLUGERVILLE, TX 78660

CUBE HHF LP
5 OLD LANCASTER RD
MALVERN, PA 19355

HIBBS ODEEN
PO BOX 14332
AUSTIN , TX 78761-4332

GREENVIEW DEVELOPMENT 157 L P
501 VALE ST
AUSTIN , TX 78746

GREENVIEW DEVELOPMENT 157 LP
% BARTH TIMMERMAN
501 VALE ST
AUSTIN , TX 78746

WILBARGER CREEK MUD NO 2
% ARMBURST & BROWN LLP
100 CONGRESS AVE STE 1300
AUSTIN , TX 78701-2744

WILBARGER CREEK MUD NO 2
% ARMBURST & BROWN LLP
100 CONGRESS AVE STE 1300
AUSTIN , TX 78701-2744

COTTONWOOD HOLDINGS LTD
% DWYER REALTY COMPANIES
9900 US HIGHWAY 290 E
MANOR , TX 78653-9720

PARKER JODIE M & JOYCE F
12211 OLD HIGHWAY 20
MANOR , TX 78653-4506

GREENVIEW DEVELOPMENT 973 L P
% BARTH TIMMERMANN
501 VALE ST
AUSTIN , TX 78746

EARLY RICKY LANE & LESLIE ANN
101 OAK BREEZE CV
GEORGETOWN , TX 78633-5608

EARLY RICKY LANE & LESLIE ANN
101 OAK BREEZE CV
GEORGETOWN , TX 78633-5608

ETERNAL FAITH BAPTIST CHURCH
12720 FM 973
MANOR , TX 78653-5151

TIMMERMANN GERALDINE
PO BOX 4784
AUSTIN, TX 78765

GREENVIEW DEVELOPMENT 973 L P
% BARTH TIMMERMANN
501 VALE ST
AUSTIN , TX 78746

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

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

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

TIMMERMANN TERRELL
PO BOX 4784
AUSTIN, TX 78765-4784

TIMMERMANN TERRELL
PO BOX 4784
AUSTIN, TX 78765-4784

GREENVIEW DEVELOPMENT 973 L P
% BARTH TIMMERMANN
501 VALE ST
AUSTIN , TX 78746

GREENVIEW DEVELOPMENT 973 L P
% BARTH TIMMERMANN
501 VALE ST
AUSTIN , TX 78746



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 16, 2019

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Public Hearing and First Reading: Consideration, discussion and possible action on an ordinance rezoning 30.86 acres of land more or less out of the Greenbury Gates Survey No. 63 Abstract No. 315, and being located at 13119 US Hwy 290 East, Manor, TX, from ETJ/Interim Agricultural to Medium Commercial (C-2). Applicant: Kimley-Horn & Associates Owner: Gordon Weir

BACKGROUND/SUMMARY:

This property has submitted a petition for annexation and they are seeking to have the property rezoned concurrently with the annexation. Their proposed use as an RV park does not fall under any current zoning category the use could fit into C-2 Medium Commercial so that is what they have requested. Since this property is not currently in the city, their proposed use has been grandfathered so it may continue after annexation but they are seeking a zoning and development agreement so once the property is within the city limits the use would be allowed and they would not be a legal nonconforming property.

PRESENTATION: ☐ YES ☒ NO

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

Ordinance
Letter of Intent
Zoning Map
Notice Letter
Mailing Labels

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council conduct and approve the first reading of an ordinance rezoning 30.86 acres of land more or less out of the Greenbury Gates Survey No. 63 Abstract No. 315, and being located at 13119 US Hwy 290 East, Manor, TX, from ETJ/Interim Agricultural to Medium Commercial (C-2).

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

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM AGRICULTURAL (A) TO MEDIUM COMMERCIAL (C-2); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

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

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

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

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

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

Section 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 Exhibit A Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

Section 3. Rezoned Property. The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property"), from the current zoning district Agricultural (A) to zoning district Medium Commercial (C-2). The Property is accordingly hereby rezoned to Medium Commercial (C-2).

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

PASSED AND APPROVED FIRST READING on this the 16th day of October 2019.

PASSED AND APPROVED SECOND AND FINAL READING on this the 20th day of November 2019.

THE CITY OF MANOR, TEXAS

Rita G. Jonse,
Mayor

ATTEST:

Lluvia T. Almaraz,
City Secretary

EXHIBIT “A”

Property Address:

13119 US Hwy 290 E, Manor, TX 78653

Property Legal Description:

Exhibit "A" – Legal Description

BEING A DESCRIPTION OF A TRACT OF LAND CONTAINING 30.8643 ACRES (1,344,450 SQUARE FEET) OUT OF THE GREENBERRY GATES SURVEY NO. 63, ABSTRACT NO. 315, IN TRAVIS COUNTY, TEXAS, BEING ALL OF A CALLED 31.02 ACRE TRACT CONVEYED TO ELSIE FRANCES WIER IN DOCUMENT #1999148737 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS (O.P.R.T.C.T.), SAVE AND EXCEPT A 1.5 CALLED ACRE TRACT CONVEYED TO GREYSTONE HOLDINGS, LLC, IN DOCUMENT #2005016761 (O.P.R.T.C.T.), SAID 30.8643 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:



PO Box 90876
Austin, TX 78709
512.554.3371
jward@4wardls.com
www.4wardls.com

BEGINNING, at a 1/2-inch iron rod with "4Ward Boundary" cap set in the south right-of-way line of US Highway 290 (240' right-of-way), and being the northeast corner of said Greystone tract, and being the northwest corner of the remainder of said Wier tract, for the northwest corner and **POINT OF BEGINNING** hereof, from which a 3/8-inch iron rod found bears, S11°00'39"W, a distance of 1.00 feet, and also from which, a 1/2-inch iron pipe found in the south right-of-way line of said US 290, and being the northeast corner of a called 1.002 acre tract partially conveyed to Daniel Perez in Document #2012110051 (O.P.R.T.C.T.), and to Celia Enriquez-Felipe in Document #2015030029 (O.P.R.T.C.T.), and being the northwest corner of said Greystone tract, and being the northwest corner of said Wier tract bears, S85°56'14"W, a distance of 155.12 feet;

THENCE, with the south right-of-way line of said US 290 and the north line of said Wier tract, the following three (3) courses and distances:

- 1) **N85°56'14"E**, a distance of **778.45** feet to a disturbed TxDot Type 1 concrete monument found for the northeast corner hereof, and
- 2) **S03°55'51"E**, a distance of **158.46** feet to a leaning TxDot Type 1 concrete monument found for an angle point hereof, said point being in the called west line of an abandoned County Road (no dedication/vacation information found), and
- 3) **S61°43'23"E**, a distance of **30.06** feet to a 1/2-inch iron rod found for an angle point hereof, said point being in the called centerline of said abandoned County Road, and being a corner in the east line of said Wier tract;

THENCE, with the called centerline of said abandoned County Road and the east line of said Wier tract, **S27°05'58"W**, a distance of **1,791.29** feet to a 1/2-inch iron rod with "4Ward Boundary" cap set for an angle point hereof, said point being at the intersection of the west line of a called 94.339 acre tract conveyed to Ginsel Family Ltd., in Document #2006248015 (O.P.R.T.C.T.), said tract being described by metes and bounds in Document #2004055639 (O.P.R.T.C.T.), and in Volume 3120, Page 698 of the Deed Records of Travis County, Texas (D.R.T.C.T.), with the called centerline of said abandoned County Road and the east line of said Wier tract;

THENCE, with the west line of said Ginsel tract, in conflict with the called centerline of said abandoned County Road and the east line of said Wier tract, **S27°58'47"W**, a distance of **334.74** feet to a 1/2-inch iron rod with "4Ward Boundary" cap set for the southeast corner hereof, said point being at the intersection of the north line of Lot 22, Block I of Bell Farms, Phase Two-A, recorded in Document #200700061 (O.P.R.T.C.T.), with the west line of said Ginsel tract, from which a 1/2-inch iron rod with illegible cap found for the southwest corner of said Ginsel tract, and being the northwest corner of Lot 83, Block C of Final Plat of Carriage Hills Section Three, recorded in Document #201000127 (O.P.R.T.C.T.) bears, S27°58'47"W, a distance of 166.08 feet, and also from which, a calculated point for the northeast corner of said Lot 22, and being the southeast corner of said Wier tract bears, S73°23'16"E, a distance of 5.23 feet;

THENCE, with the common line of said Bell Farms, Phase Two-A, and said Wier tract, **N73°23'16"W**, passing at a distance of 173.07 feet, a 1/2-inch iron rod found at the northeast terminus of Carillon Way (60'

right-of-way), and being the northwest corner of said Lot 22, and continuing for a total distance of **374.66** feet to a 1/2-inch iron rod found for the southwest corner hereof, said point being at the southeast corner of a called 3.20 acre tract conveyed to Faustino Canamero Cardero in Document #2018099283 (O.P.R.T.C.T.), and being in the north line of Lot 50, Block "D" of said Bell Farms, Phase Two-A, and being the southwest corner of said Wier tract;

THENCE, in part with the east line of said Cardero tract, in part with the east line of a called 1.0004 acre tract conveyed to Timothy W. Walker, Sr., in Document #2019011268 (O.P.R.T.C.T.), in part with the east line of a called 1.00 acre tract conveyed to Sammie Hutchinson in Volume 11789, Page 292 of the Real Property Records of Travis County, Texas (R.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Aguster Powell in Volume 5086, Page 1826 (D.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Jesse and Barbara Robertson in Volume 8731, Page 506 (R.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Pablo R. and Ana M. Mijares in Document #2014174956 (O.P.R.T.C.T.), in part with the east line of a called 0.25 acre tract conveyed to Anselma and San Juana Castro in Volume 13218, Page 4385 (R.P.R.T.C.T.), said tract described further in Document #2003291901 (O.P.R.T.C.T.), in part with the east line of a called 0.25 acre tract conveyed to Lupe Hernandez in Document #2003291901 (O.P.R.T.C.T.), in part with the east line of a called 0.50 acre tract conveyed to Jose Guadalupe and Soni Hernandez in Document #2002181992 (O.P.R.T.C.T.), said tract described further in Document #2003291901 (O.P.R.T.C.T.), in part with the east line of a called 1.00 acre tract conveyed to Frank D. Muniz in Volume 12117, Page 263 (R.P.R.T.C.T.), said tract described in Volume 2958, Page 888 (D.R.T.C.T.) and in Volume 4998, Page 777 (D.R.T.C.T.), in part with the east line of a called 0.50 acre tract conveyed to Amy G. and Joseph Carlos Deleon in Document #2008194463 (O.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Hilaria Reyes in Volume 11799, Page 26 (R.P.R.T.C.T.), and with the west line of said Wier tract, **N10°53'27"E**, a distance of **1,486.93** feet to a calculated point for an exterior ell-corner hereof, said point being at the common corner of said Greystone tract, said Perez tract and said Reyes tract, from which a 1/2-inch iron pipe found in the south right-of-way line of said US 290, and being the common north corner of said Greystone tract and said Perez tract, and being the northwest corner of said Wier tract bears, **N10°53'27"E**, a distance of 437.05 feet;

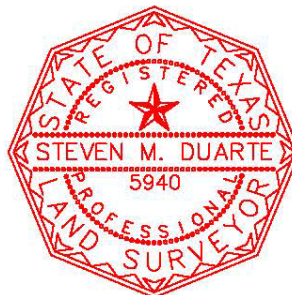
THENCE, over and across said Wier tract, with the south and east lines of the Greystone tract, the following two (2) courses and distances:

- 1) **N85°57'43"E**, a distance of **154.15** feet to a 1-inch iron pipe found for an interior ell-corner hereof, and
- 2) **N11°00'39"E**, passing at a distance of 436.36 feet, a 3/8-inch iron rod found, and continuing for a total distance of **437.36** feet to the **POINT OF BEGINNING**, and containing 30.8643 Acres (1,344,450 Square Feet) more or less.

NOTE:

All bearings are based on the Texas State Plane Coordinate System, Grid North, Central Zone (4203); all distances were adjusted to surface using a combined scale factor of 1.000079893396. See attached sketch (reference drawing: 00835.dwg)


7/31/2019
Steven M. Duarte, RPLS #5940
4Ward Land Surveying, LLC





August 2, 2019

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

RE: Letter of Intent for Zoning and Annexation Subject to a Development Agreement

To Whom It May Concern:

Please accept this Letter of Intent for the annexation and zoning of the tract described as 31.02 Acres out of the Greenbury Gates Survey 63, Patent No. 194, Volume 4, Abstract No. 315. The tract is locally known as 13119 East Highway 290, Manor, TX 78653. The subject tract is currently located within the City of Manor's ETJ and will be voluntarily annexed to connect to City of Manor wastewater services. The tract is being proposed to be used as an RV park (approx. 94% site usage) with 2 commercial lots (approx. 6% site usage) located along the US 290 frontage. As the tract is located within the ETJ, there is currently no zoning on the site. With the annexation of the property, we request M-2 zoning. This voluntary request for zoning and annexation is conditioned on the City Council approval of a mutually agreeable Development Agreement signed by all parties.

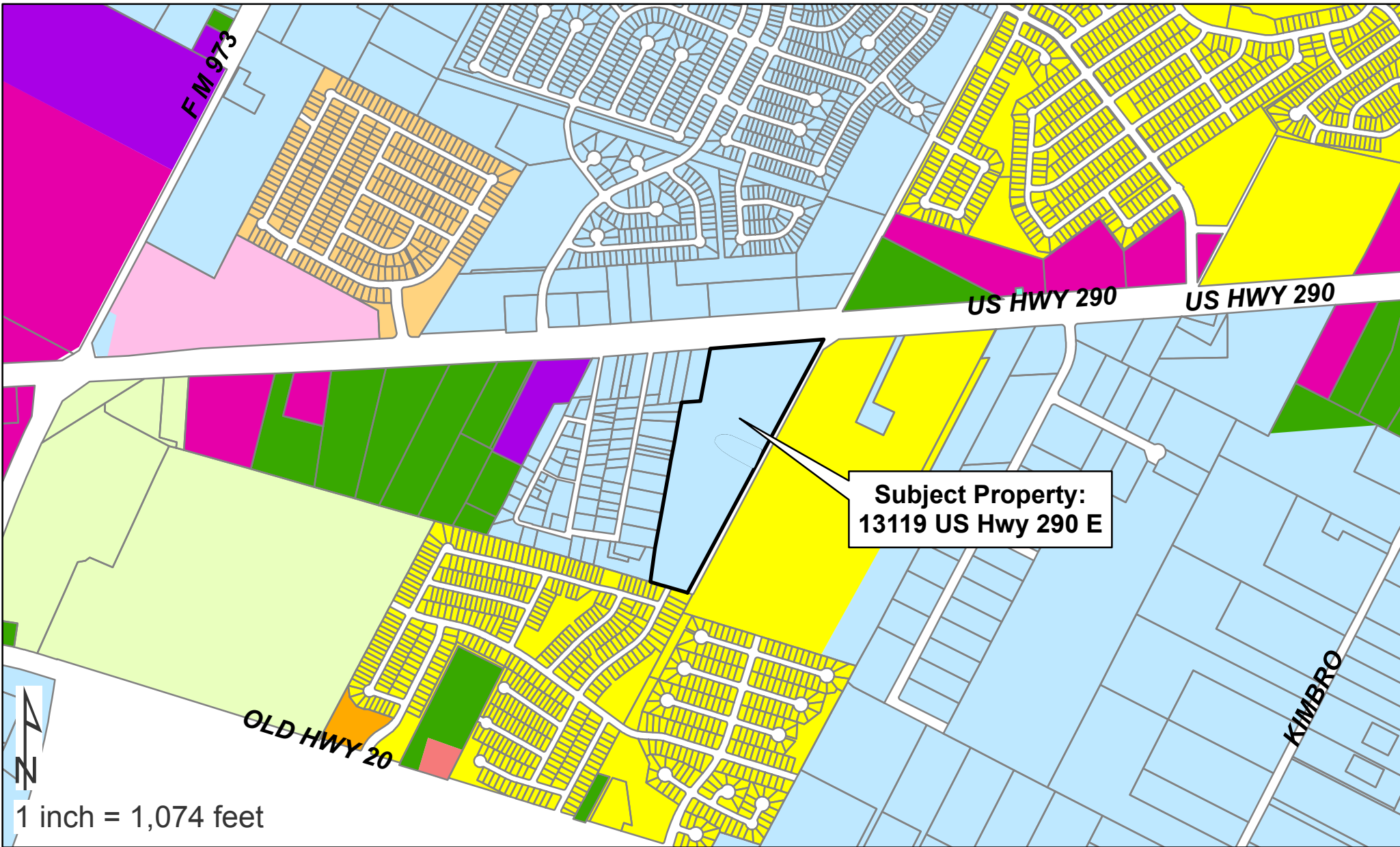
Please contact me at 512-646-2239 if additional information is required.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in blue ink that reads "A. Evans".

Andrew S. Evans, P.E.
Project Manager



Proposed Zoning: **Medium Commercial (C-2)**

Current Zoning District:
ETJ (Annexation Pending)

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



September 23, 2019

RE: 13119 US Hwy 290 E Rezoning

Dear Property Owner:

The City of Manor Planning and Zoning Commission and City Council will be conducting public hearings to consider a rezoning request for 13119 US Hwy 290 East. You are being notified because you own property within 300 feet of the property for which this request is being made. The request will be posted on the agenda as follows:

Public Hearing: Consideration, discussion and possible action on a rezoning request for 30.86 acres of land more or less out of the Greenbury Gates Survey No. 63 Abstract No. 315, and being located at 13119 US Hwy 290 East, Manor, TX, from ETJ/Interim Agricultural to Medium Commercial (C-2).

The Planning and Zoning Commission will convene at 6:30PM on October 16, 2019 at 105 E. Eggleston St. in the City Council Chambers.

The City Council will convene at 7:00PM on October 16, 2019 at 105 E. Eggleston St. in the City Council Chambers.

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

Sincerely,

Scott Dunlop
Assistant Development Director
512-272-5555 ext. 5

Gordon Wier
13119 US Hwy 290 E
Manor, TX 78653

Sammie Hutchinson
12801 Cedar St
Manor, TX 78653

Aguster Powell
709 Delmar Ave
Austin, TX 78752

Lucille Spears
106 Billingsley Hts
Cedar Creek, TX 78612

Pablo Mijares
17005 John Michael Dr
Manor, TX 78653

Anselma Castro
12901 Cedar St
Manor, TX 78653

Susie Spears
5337 Westminster Dr
Austin, TX 78723

Frank Muniz
PO Box 238
Manor, TX 78653

Hilaria Reyes
PO Box 169
Manor, TX 78653

Guadalupe Hernandez
12907 Cedar St
Manor, TX 78653

Fernando Olague
12921 US 290 E
Manor, TX 78653

Daniel Perez
12200 Johnson Rd
Manor, TX 78653

Balbino Serrato
12908 Cedar St
Manor, TX 78653

Alberto Fernandez
6311 Capriola Dr
Austin, TX 78745

Greystone Holdings, LLC
10016 37th Ave, Apt 1-B
Corona, NY 11368

Jaimes Cruz
12826 Cedar St
Manor, TX 78653

Dionne Upshur
13020 Wedding Dr
Manor, TX 78653

Steven Albarracin
13016 Wedding Dr
Manor, TX 78653

Timothy Walker Sr.
3006 Royster Ave
Del Valle, TX 78617

Juan Vazquez
13012 Wedding Dr
Manor, TX 78653

Jose Sifuentes
13008 Wedding Dr
Manor, TX 78653

Faustino Cardero
12932 Wedding Dr
Manor, TX 78653

Lorena Gomez
13004 Wedding Dr
Manor, TX 78653

Rene Arellano
13000 Wedding Dr
Manor, TX 78653

Christian Munn
12956 Wedding Dr
Manor, TX 78653

Linda Williams
12952 Wedding Dr
Manor, TX 78653

Luna Renato
12929 Snow Lane
Manor, TX 78653

Michelle Schreiber
12933 Snow Lane
Manor, TX 78653

Marietta Russell
13009 Wedding Dr
Manor, TX 78653

Sheryl Mcglory
13013 Wedding Dr
Manor, TX 78653

Geoffrey Beverly
13017 Wedding Dr
Manor, TX 78653

Alfredo Uriegas
12921 Carillon Way
Manor, TX 78653

Johnny Castro
12925 Carillon Way
Manor, TX 78653

Brandon Parry
12929 Carillon Way
Manor, TX 78653

Joe Aros
12933 Carillon Way
Manor, TX 78653

Justin Powell
12937 Carillon Way
Manor, TX 78653

Kelly Baker
PO Box 10933
Austin, TX 78766

David Gonzales-Valencia
13005 Carillon Way
Manor, TX 78653

Ginsel Family LTD
7111 Creighton Ln
Austin, TX 78723

IBC Partners LTD
9900 US 290 E
Manor, TX 78653

Amy Deleon
12915 Cedar St
Manor, TX 78653

Jorge Morales
13216 Pine Needle St
Manor, TX 78653

Cain Espinosa
13212 Pine Needle St
Manor, TX 78653

Moise Reed
13208 Pine Needle St
Manor, TX 78653

Rita Lopez
13204 Pine Needle St
Manor, TX 78653

Carriage Hills Homeowner Assoc.
PO Box 700128
Dallas, TX 75370

Rita Reyes
13201 Pine Needle St
Manor, TX 78653

Mamdou Diallo
13205 Pine Needle St
Manor, TX 78653



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 16, 2019

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on ratifying the bylaws for the City's TIRZ Board.

BACKGROUND/SUMMARY:

The TIRZ bylaws are required to be ratified by Council.

PRESENTATION: ☐ YES ☒ NO

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

Manor TIRZ Board Bylaws

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the bylaws for the City's TIRZ Board.

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

**BYLAWS OF
REINVESTMENT ZONE NUMBER ONE
CITY OF MANOR, TEXAS
(TAX INCREMENT REINVESTMENT ZONE)**

**ARTICLE I.
PURPOSE AND POWERS**

Section 1.1. Development or Redevelopment in the Zone. In order to promote the development and redevelopment of a certain area within its jurisdiction, the City of Manor, Texas (the "City") has authorized the creation of Reinvestment Zone Number One, City of Manor, Texas (Tax Increment Reinvestment Zone) (the "Zone"), as authorized by the Tax Increment Financing Act, Chapter 311, Texas Tax Code, as amended (the "Act"), and pursuant to the Act has established a Board of Directors for the Zone ("Board of Directors" or "Board").

Section 1.2. Powers. The property and affairs of the Zone shall be managed and controlled by the City Council of the City of Manor (the "City Council") based on the recommendations of the Board of Directors, subject to the restrictions imposed by law, the ordinance creating the Zone, the resolution creating the policies and conditions for TIRZ participation, and these Bylaws. It is the intention of the City Council that the Board of Directors shall function in an advisory capacity with respect to the Zone and shall exercise only those powers which are either granted to the Board pursuant to the Act or delegated to the Board by the City Council.

**ARTICLE II.
BOARD OF DIRECTORS**

Section 2.1. Powers, Number and Term of Office. As set forth in the ordinance creating the Zone, the Board of Directors shall consist of seven (7) directors appointed by the City Council to Places 1,2,3,4,5,6 and 7.

(a) The initial term of the Board of Directors shall be as follows:

Place 1	Mayor (term expires November 30, 2019)
Place 2	Council Place 1 (term expires November 30, 2019)
Place 3	Council Place 2 (term expires November 30, 2020)
Place 4	Council Place 3 (term expires November 30, 2019)
Place 5	Council Place 4 (term expires November 30, 2020)
Place 6	Council Place 5 (term expires November 30, 2019)
Place 7	Council Place 6 (term expires November 30, 2020)

- (b) Upon expiration of the indicated terms or upon City Council action to reconstitute the initial Board by appointing replacement members, subsequent appointments to fill vacancies shall be for terms of two (2) years. The member appointed to Place 1 shall serve as the chair of the Board. The Board is authorized to elect a vice-chair, secretary, and other officers as determined by the Board. There shall be no limitation on the number of terms to which a Director may be reappointed.
- (c) In the event of a vacancy caused by the ineligibility, resignation, death or removal, for any reason, of a director, the City Council shall be responsible for filling the vacancy.

Section 2.2. Meetings of Directors. The directors may hold their meetings within a building accessible to the public in the City as the Board of Directors may from time to time determine.

Section 2.3. Regular Meetings. Regular Meetings of the Board of Directors shall be held at such times and places as shall be designated from time to time, by the Board of Directors. Notice of all regular and emergency meetings of the Board and any committees thereof shall be conducted and posted in accordance with the provisions of the Texas Open Meetings Act, Texas Government Code, Chapter 551.001 et seq. There shall be at least one Regular Meeting held each year in the month of May. The initial meeting of the Board of Directors shall be set by the City Council.

Section 2.4. Emergency Meetings. Emergency Meetings of the Board of Directors shall be held whenever called by the chair, by the secretary, by a majority of the directors then in office or upon advice of or request by the City Council.

- (a) The secretary shall give notice to each director of each Emergency Meeting in person, or by courier, facsimile, telephone, telegraph, or electronic mail, at least 24 hours before the meeting. Notice of all Emergency Meetings shall state the purpose which shall be the only business conducted.

Section 2.5. Quorum. A majority of the directors holding current appointments shall constitute a quorum for the consideration of matters pertaining to the purposes of the Zone. The act of the majority of the directors present at a meeting at which a quorum is in attendance shall constitute the act of the Board of Directors, unless the act of a greater number is required by law.

Section 2.6. Conduct of Business. At the meetings of the Board of Directors, matters pertaining to the purposes of the Zone shall be considered in such order as from time to time the Board of Directors may determine.

- (a) At all meetings of the Board of Directors, the chair shall preside and in the absence of the chair, the vice chair shall exercise the power of the chair.

- (b) The secretary of the Board of Directors shall act as secretary of all meetings of the Board of Directors, but in the absence of the secretary, the presiding officer may appoint any person to act as secretary of the meeting. City staff shall provide notice of meetings and prepare meeting agendas.
- (c) Within five (5) business days following each Regular and Emergency Meeting, a copy of the minutes of the meeting shall be submitted to the City Secretary of the City.

Section 2.7. Compensation of Directors. Directors as such shall not receive any salary or compensation for their services, except that they shall be reimbursed for their actual expenses incurred in the performance of their duties hereunder.

Section 2.8. Attendance. Board Members shall make every effort to attend all Regular and Emergency Meetings of the Board and/or Committees. The City Council may replace a City appointee of the Board.

Section 2.9. Books and Records: Approval of Programs and Financial Statements. The Board of Directors shall keep correct and complete books and records of account and shall also keep minutes of its proceedings and the proceedings of committees having any of the authority of the Board of Directors. All books and records of the Zone may be inspected by any director or his agent or attorney for any proper purpose at any reasonable time; and at all times the City Council, the City Manager and the City Auditor will have access to the books and records of the Zone. The City Council must approve all programs and expenditures for the Zone and annually review any financial statements of the Zone.

ARTICLE III. OFFICERS

Section 3.1. Titles and Term of Office. The officers of the Zone shall consist of a chair, a vice chair, a secretary, and such other officers as the Board of Directors may from time to time elect or appoint; provided, however, that the City Council shall, on an annual basis, appoint the chair in accordance with the Act. One person may hold more than one office, except that the chair shall not hold the office of secretary. Terms of office for officers, other than the chair, shall not exceed two (2) years.

- (a) All officers, other than the chair, shall be subject to removal from office, with or without cause, at any time by a vote of a majority of the entire Board of Directors.
- (b) A vacancy in the office of any officer, other than the chair, shall be filled by a vote of a majority of the directors.

Section 3.2. Powers and Duties of the Chair. The chair shall be the chief executive officer of the Board of Directors and subject to the approval of the City Council, he/she

shall be in general charge of the properties and affairs of the Zone and shall preside at all meetings of the Board of Directors.

Section 3.3. Vice Chair. The vice chair shall be a member of the Board of Directors, shall have such powers and duties as may be assigned to him/her by the Board of Directors and shall exercise the powers and duties as may be assigned to him/her by the Board of Directors and shall exercise the powers of the chair during that officer's absence or inability to act. Any action taken by the vice chair in their performance of the duties of the chair shall be conclusive evidence of the absence or inability to act of the chair at the time such action was taken.

Section 3.4. Secretary. The secretary may be a member of the Board of Directors or may be a member of the City Staff, as determined by the Board of Directors and shall keep the minutes of all meetings of the Board of Directors in books provided for the purpose, he/she shall have charge of such books, records, documents and instruments as the Board of Directors may direct, all of which shall at all reasonable time be open to inspection, and he/she shall in general perform all duties incident to the office of secretary subject to the control of the City Council and the Board of Directors.

Section 3.5. Compensation. Officers as such shall not receive any salary or compensation for their services, except that they shall be reimbursed for their actual expenses incurred in the performance of their duties hereunder and in the event the secretary shall be a member of the City Staff, said individual shall not receive any compensation other than as provided by the City.

Section 3.6. Staff. Staff functions for the Board of Directors may be performed by the City Manager and/or designee.

ARTICLE IV. PROVISIONS REGARDING BYLAWS

Section 4.1. Effective Date. These Bylaws shall become effective upon the adoption of these Bylaws by the Board of Directors. The adoption of these Bylaws must be approved by the City Council, which approval shall, unless specified otherwise, affirm such effective date.

Section 4.2. Amendments to Bylaws. These Bylaws may be amended by majority vote of the Board of Directors, provided that the Board of Directors files with the City Council a written application requesting that the City Council approve such amendment to the Bylaws, specifying in such application the amendment or amendments proposed to be made. If the City Council by appropriate resolution finds and approves the form of the proposed amendment, the Board of Directors shall proceed to amend the Bylaws.

- (a) After providing notice to the Directors, the Bylaws may also be amended at any time by the City Council by adopting an amendment to the Bylaws by resolution of the City Council and delivering the Bylaws to the secretary of the Board of Directors.

Section 4.3. Interpretation of Bylaws. These Bylaws and all the terms and provisions hereof shall be liberally construed to effectuate the purposes set forth herein. If any word, phrase, clause, sentence, paragraph, section or other part of these Bylaws, or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder of these Bylaws and the application of such word, phrase, clause, sentence, paragraph, section or other part of these Bylaws to any other person or circumstance shall not be affected thereby.

ARTICLE V. GENERAL PROVISIONS

Section 5.1. Notice and Waiver of Notice. Whenever any notice whatsoever is required to be given under the provision of these Bylaws, said notice shall be deemed to be sufficient if given by depositing the same in a post office box in a sealed postpaid wrapper addressed to the person entitled hereto at his post office address, as it appears on the books of the Zone, and such notice shall be deemed to have been given on the day of such mailing. Attendance of a director at a meeting shall constitute a waiver of notice of such meeting, except where a director attends a meeting for the express purposes of objecting to the transaction of any business on the grounds that the meeting is not lawfully called or convened. A waiver of notice in writing signed by the person or persons entitled to said notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

Section 5.2. Resignations. Any director or officer may resign at any time. Such resignation shall be made in writing and shall take effect at the time specified therein, or, if no time is specified, at the time of its receipt by the City Council. The acceptance of a resignation shall not be necessary to make it effective, unless expressly so provided in the resignation.

Section 5.3. Approval or Delegation of Power by the City Council. In the event that these Bylaws refer to any approval by the City, such approval of delegation shall be evidenced by official action of the City Council.

Section 5.4. Official Office and Records Repository. Manor City Hall shall be the official office for the Zone and all records of the Zone shall be maintained by City Staff in said City Hall.

* * * *

The undersigned, being the duly elected and qualified Secretary of the Board of Directors for the Zone, hereby certifies that the foregoing initial Bylaws of the Zone were duly adopted by the Board of Directors of the Zone effective the _____ day of _____, 2019.

Lluvia T. Almaraz, Secretary



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 16, 2019

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on an award for Solid Waste Collection and Disposal and Recycle Services for the City of Manor.

BACKGROUND/SUMMARY:

The City entertained bids for solid waste collection and disposal along with recycle services. The current contract with Waste Management is in the final months of it's term. We received 3 bids. The bids details aren't easily captured here but after interviewing two of the three bidders staff has a recommendation we would like Council to consider. The third bidder was more expensive in several areas in the types of service they would provide.

PRESENTATION: ☐ YES ☒ NO

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

Bid Tabulation

STAFF RECOMMENDATION:

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

CITY OF MANOR
SOLID WASTE COLLECTION AND DISPOSAL AND RECYCLE SERVICES RFP #2019-33

Submitter				Waste Connections	Waste Management	Texas Disposal Systems	
1	Residential Solid Waste and Recycling Collection Rate (90 - 95 gallon poly cart for solid waste and poly cart for recycle materials)	\$		\$15.62	\$16.50	\$16.55	
2	Additional solid waste poly cart	\$		\$7.00	\$7.00	\$12.00	
3	Additional recycling poly cart	\$		\$7.00	\$7.00	\$12.00	
For the solid waste services provided to Commercial, Industrial, Institutional, and Multi-Family sites the Applicant shall charge per month for each container utilized the following rates:							
	Container Size	Collections Per Week	Monthly Rate				
4	1 yard	One	\$	\$56.49	N/A	N/A	
5	2 yards	One	\$	\$56.49	\$51.96	\$82.00	
6	2 yards	Two	\$	\$112.97	\$103.92	\$154.00	
7	3 yards	One	\$	\$85.58	\$77.94	\$93.00	
8	3 yards	Two	\$	\$171.17	\$155.88	\$175.00	
9	4 yards	One	\$	\$91.29	\$84.79	\$104.00	
10	4 yards	Two	\$	\$178.01	\$168.42	\$196.00	
11	6 yards	One	\$	\$111.26	\$127.84	\$132.00	
12	6 yards	Two	\$	\$219.09	\$252.01	\$244	
13	8 yards	One	\$	\$134.65	\$168.42	\$154.00	
14	8 yards	Two	\$	\$264.74	\$340.08	\$286.00	
15	10 yards	One	\$	\$171.17	N/A	N/A	
16	10 yards	Two	\$	\$342.24	N/A	N/A	
For the recycle material services provided to Commercial, Industrial, Institutional, and Multi-Family sites the Applicant shall charge per month for each container utilized the following rates:							
	Container Size	Collections Per Week	Monthly Rate	Waste Connections	Waste Management	Texas Disposal Systems	
17	1 yard	One	\$	\$56.49	N/A	\$13 every other week	
18	2 yards	One	\$	\$56.49	N/A	\$85 one time per week	
19	2 yards	Two	\$	\$112.97	N/A	\$85.00 one time a week	
20	3 yards	One	\$	\$85.58	N/A	\$95.00 one time per week	
21	3 yards	Two	\$	\$171.17	N/A	\$71 for every other week	
22	4 yards	One	\$	\$91.29	N/A	\$105.00 one time per week	
23	4 yards	Two	\$	\$178.01	N/A	\$79.00 every other week	
24	6 yards	One	\$	\$111.26	N/A	\$130.00 one time per week	every other week \$98.00
25	6 yards	Two	\$	\$219.09	N/A	\$241.00 2x per week	
26	8 yards	One	\$	\$134.65	N/A	\$150.00 is one time a week	\$113.00 every other week
27	8 yards	Two	\$	\$264.74	N/A	\$280.00 2x per week	
28	10 yards	One	\$	\$171.17	N/A	N/A	
29	10 yards	Two	\$	\$342.24	N/A	N/A	
Submitter	Waste Management			Waste Connections	Waste Management	Texas Disposal Systems	
30	For any collection that the Applicant is required to make in excess of the above weekly figures, the Applicant shall charge an additional \$ per month per solid waste container.	\$					
31	and an additional \$ per month per recycle materials container. The foregoing rates apply to all Commercial, Industrial, Institutional, and Multi-Family sites that are located within the city limits of Manor, Texas and the adjacent subdivision of Shadowglen.	\$					
Subject to adjustment by the Applicant in its sole discretion, for the services provided the Applicant shall charge for each roll-off utilized for Commercial, Industrial, Institutional, and Multi-Family sites the following fees:							
32	Delivery Fee	\$		\$95.00	\$97.00	\$140.00	
33	Rental Fee	\$	per day	\$3.00	\$3.00	\$5.00	
34	Haul Fee – 20 yard	\$		\$255.00	\$537.45	\$300.00	
35	Haul Fee – 30 yard	\$		\$295.00	\$631.45	\$300.00	
36	Haul Fee – 40 yard	\$		\$345.00	\$714.45	\$300.00	
37	Disposal Fee	\$	per ton	\$35.00	\$30.00	\$55.00	
						Minimum Fee \$100 per container	
EXTRA ROLL OFF CONTAINERS:							
38	20 Cubic Yard Per Haul	\$		\$255.00	\$537.45	\$300.00	
39	30 Cubic Yard Per Haul	\$		\$295.00	\$631.45	\$300.00	
40	40 Cubic Yard Per Haul	\$		\$345.00	\$714.45	\$300.00	
41	Delivery and Exchange	\$		\$95.00	\$97.00	\$140.00	
42	Daily Container Rental	\$		\$3.00	\$3.00	\$5.00	
Additional Rates or Fees not covered above:				FEL lockbar-\$8.00 per month Container caster \$10 per month. Extra pick up is \$50 per month. Only ones to state franchise fees are not included.	5 tons included in pricing \$30 per ton there after. Unusual accumulations \$135. Commercial Lockbar \$5 monthly. Commercial FEL exchange fee \$97. Extra pick-up \$98.00	No Haul \$140.00 each. Container relocate \$140.00 each. Blocked Container \$140.00 each. Storm Debris/or emergency clean-up. Rear load truck 2 employees. \$200 per our all truck time plus disposal \$55 per ton. Price is good for year 1-3 only.	
43	\$						
44	\$						
45	\$						
46	\$						



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 16, 2019

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the Manor Lions Club H.O.T. Funds application of reimbursement of actual expenses meeting the State of Texas Hotel Tax Law requirements Section 351.101.

BACKGROUND/SUMMARY:

Invoices will be reviewed prior to the Council meeting to determine the cost for items the HOT funds can cover. We have not reviewed these invoices yet. However we do not expect the invoices to exceed \$1,500.

PRESENTATION: ☐ YES ☒ NO

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

H.O.T Funds application

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the application of up to \$1,500 once all qualified invoices and or receipts have been turned in for reimbursement.

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

SUPPORT CONSIDERATIONS CHECKLIST

Name of Event:	<i>Manor Lions Fest</i>
----------------	-------------------------

- ☒ The event "directly enhances and promotes tourism and the convention and hotel industry." (Tax Code, Section 351.101) **(This is a requirement)**
- ☐ The event qualifies under AT LEAST ONE of the following categories:
(Please circle category number)
- (1) the establishment, improvement, or maintenance of a convention center or visitor information center
 - (2) the facilitation of convention registration
 - (3) advertising, solicitations, and promotions that attract tourists and convention delegates to City of Manor NOTE: If applying under this category, legitimate media must be utilized IN ADVANCE of the event (examples include direct mail, postage, newspapers, magazines, radio, television, billboards, newsletters, brochures and other collateral material)
 - ☒ (4) the encouragement, promotion, improvement and application of the arts -NOTE: Must be a viable art form (examples include: instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording)
 - (5) the enhancement of historical restoration and preservation projects
 - (6) funding costs in certain counties to hold sporting events that substantially increase hotel activity: (cities within counties of under 1 million population)
 - (7) the enhancement or upgrading of existing sports facilities or sports fields for certain municipalities
 - (8) funding transportation systems for tourists
- ☒ The application is filled out thoroughly and completely with all requested documentations attached.
- ☒ The Post Event Analysis for last year's event has been previously submitted. (Write "N/A" if you did not receive support last year)
- ☐ It has been determined how the event will track out-of-town guests, demonstrating that the event will attract tourists that will support the convention and hotel industry.

CITY OF MANOR HOTEL OCCUPANCY TAX FUNDING APPLICATION

Name of Organization Manor Lions Fest
Address: Box 68 329 W. Parsons
City, State, Zip: Manor, Texas 78653
Contact Name: Gil Burrell Phone Number: 512 769 1297
Email Address: _____ Organization's creation date: Oct 1954
Website address for event or sponsoring entity: Manor Lions Fest
Organization's tax status: non-profit ☒ private/for profit _____ Tax ID # _____

Purpose of Organization:

To create and foster a spirit of understanding among the peoples of the world. To take an active interest in the community. To encourage service minded men and women to serve the community. To provide scholarships for Manor youth. To provide a show case for young talent in Manor.

Name of event or program: Manor Lions Fest
Date of event or program: 4-5 Oct 19 Amount Requested: \$1400.00
Primary location of event or program: 329 W. Parsons Manor, TX 78653
Tell us about your event or project:

Fri Night Music Trinty Hadde October Fest Band
Sat. Alan Caffey Band

Projected number of attendees: 800

Percentage of attendees that will be staying overnight in hotels: ?unk

How many years have you held this Event or Program: 25

Estimated number of hotel room nights that will be generated by the Event: ?

Do your promotional materials/website note area lodging facilities that can host participants: _____

How will you measure the impact of your event on area hotel activity?

Cash Hotel

How will the event promote tourism and the convention and hotel industry?

They must come from afar.

Supplemental information required with application:

- ☒ \$6.00 Last year's financial statement (Profit & Loss) for your organization
 - ☒ 10,000 Projected budget for entire event
 - ☒ List of board of directors with contact phone numbers
 - ☒ Copy of 501(c) letter from Internal Revenue Service
 - ☐ Identify other sources of funding
- Weather problems
UT game*

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Manor must be used as I have represented, in this application and according to any requirements set by the City of Manor City Council and according to the program guidelines. I agree that if funds are not expended accordingly, in the opinion of the City of Manor, said funds will be returned to the City of Manor within ten (10) days from the date the City of Manor demands such.

Gil Bunell
Authorized Signature for the Applicant

21 Sep 19
Date

GIL BUNELL
Name Printed or Typed

Director
Title

TAX CODE – USE OF HOTEL OCCUPANCY TAX REVENUE

§ 351.101. USE OF TAX REVENUE.

- (a) Revenue from the municipal hotel occupancy tax may be used only to promote tourism and the convention and hotel industry, and that use is limited to the following:
 - (1) the acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both;
 - (2) the furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants; advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
 - (3) the encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
 - (4) historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums;
 - (5) for a municipality located in a county with a population of one million or less, expenses, including promotion expenses, directly related to a sporting event in which the majority of participants are tourists who substantially increase economic activity at hotels and motels within the municipality or its vicinity.
 - (6) the promotion of tourism by the enhancement and upgrading of existing sports facilities or fields, including facilities or fields for baseball, softball, soccer, and flag football
 - (7) for funding transportation systems for tourists

§ 351.108. RECORDS.

- (a) A municipality shall maintain a record that accurately identifies the receipt and expenditure of all revenue derived from the tax imposed under this chapter.
- (b) A municipality or entity that spends revenue derived from the tax imposed under this chapter shall, before making an expenditure, specify in a list each scheduled activity, program, or event that:
 - (1) is directly funded by the tax or has its administrative costs funded in whole or in part by the tax; and
 - (2) is directly enhancing and promoting tourism and the convention and hotel industry.
- (c) If a municipality delegates to another entity the management or supervision of an activity or event funded by the tax imposed under this chapter, each entity that is ultimately funded by the tax shall, before making an expenditure, specify in a list each scheduled activity, program, or event that:
 - (1) is directly funded by the tax or has its administrative costs funded in whole or in part by the tax; and
 - (2) is directly enhancing and promoting tourism and the convention and hotel industry.

Department of the Treasury

Internal Revenue Service
Washington, DC 20224

Date:

AUG 24 1972

In reply refer to:

Form M-3444
T:MS:EO:R



RECEIVED
ROY SCHAEZEL

AUG 21 1972

General Counsel
LIONS INTERNATIONAL

Gentlemen:

► The International Association of
Lions Clubs
c/o Roy Schaezel
York and Cermak Roads
Oak Brook, Illinois 60521
EIN 36-1263962 DO 36

Date of original group exemption letter: December 4, 1960
I.R. Code: Section 501(c)(4)

Based on the information supplied, we rule that the new subordinates you recently submitted for addition to your group exemption roster are exempt from Federal income tax under the section of the Internal Revenue Code shown above. This ruling supplements your original group exemption letter.

Each subordinate is required to file Form 990, Return of Organization Exempt From Income Tax, if its annual gross receipts are normally more than \$5,000. If filing is required, and if you do not include the subordinates in a group return, each must file the Form 990 by the 15th day of the fifth month after the end of its annual accounting period.

The new subordinates are not required to file a Form 1120 income tax return. However, if they are subject to tax on unrelated business income under section 511 of the Code, they must file Form 990-T.

The new subordinates are liable for social security taxes under the Federal Insurance Contributions Act and, if they employ four or more individuals, for the tax under the Federal Unemployment Tax Act.

Next year, within 45 days after your annual accounting period closes, please send us two copies of the following information about your subordinates:

1. A statement describing all changes during the year in the purposes, character, or method of operation of your subordinates.

VENDOR APPLICATION



October 4th to 5th

The Arts and Crafts Fair is a central part of the Manor Fest's growing community festival. We welcome locally produced arts, crafts, farm products and other unique items for sale. We also have room set aside for specialty food vendors, businesses, local school groups and charities. We have room for 65 vendors this year.

By signing in the space provided below, you are agreeing to the rules and restrictions listed.

Vendor hours of operation: 9 a.m. – 5 p.m.

- Booth must be set up for operation by 9:00 a.m. on **Saturday, October 5th** and cars must be moved from booth areas to designated parking no later than 8:30 a.m.
- The booth will not close nor will the operators move their vehicle into the booth area until 5:00 p.m. This is a safety issue which will be strictly enforced with no exceptions.
- Booth space is not guaranteed until this contract has been accepted and your booth fee paid in full.
- Booth operators **MAY NOT SELL OR OFFER BEVERAGES OF ANY KIND, INCLUDING WATER, BOTTLED WATER, LEMONADE, PUNCH, COFFEE, TEA, SODAS, ETC.**
- Booth space is 15 ft. by 15 ft. and does not include tables, chairs or awnings.
- All booths must be paid in advance.

Please describe the items you plan to sell in your booth. This is a family oriented festival. All items for sale or display should be suitable for a general audience. We reserve the right to prohibit the sale of any items we consider inappropriate.

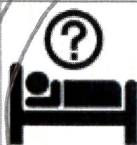
What Will You Be Selling: <hr/>	Booth Type (please check one) <input type="radio"/> Arts & Craft \$60 <input type="radio"/> School Group/Activity \$40 <input type="radio"/> Business Information \$60 <input type="radio"/> Local Farm Products \$60 <input type="radio"/> Church or Charity \$20
Contact Name: (please print) <hr/>	Electricity \$15 additional \$ _____ Additional booth \$ _____ (\$30, regardless of cost of 1 st booth)
Signature: <hr/>	Food Fee (\$30) \$ _____ Additional for all Food Booths
Address: <hr/>	Total Enclosed: \$ _____
City, State, ZIP: <hr/>	
Phone: <hr/>	
Email Address: (please print) <hr/>	

Please make checks payable to **Manor Fest**. Mail completed application & fee to:

Manor Lions Club, PO Box 68, Manor, TX 78653

For further information, call (512) 656-8011

Your booth assignment and a map of the festival grounds will be emailed to you several days prior to the festival. Send this application back in its entirety. You will receive an emailing confirming your application has been received.



If you are coming from out of town, we recommend staying at the America's Best Value Inn & Suites at 11301 Highway 290 East. It's only a few blocks from the festival area and a special "Manor Fest" price has been established. Call (512) 272-9373 for information.

Funds raised support the Manor Lions Scholarship Fund & Lions Charities
 For more information, visit:
www.manorlions.com
 Or find us on Facebook: manorlions



SPONSORSHIP



Promote your business or group by supporting Manor Fest and the Manor community by sponsoring festival events. Sponsors will be represented with a sponsorship notice posted at their chosen event. These donations help to underwrite our expenses and keep Manor Fest free to the public. We are 501(c)4 non-profit organizations, so all contributions are tax deductible and all profits go directly to support Manor Lions Club scholarships and charities.

October 4th to 5th

Basic Sponsor - \$50

Your business or group listed on the Manor Fest T-shirt

Event Sponsor - \$100

In addition to T-shirt listing, your business or group featured at the event of your choosing.

Major Sponsor - \$300

Enhanced billing on T-shirt listing, your business or group featured at the event of your choosing* as well as on Manor Fest advertising and promotional mailings.

Premier Sponsor - \$500, \$1000 or more

Top Sponsor billing on T-shirt listing, your business or group featured at a premier event of your choosing* as well as on Manor Fest advertising and promotional mailings.

Name of sponsor: _____

Contact name: _____

Phone: _____ Preferred T-shirt size(s) _____

Sponsorship Level (check one): ☐ Basic ☐ Event ☐ Major ☐ Premier

Preferred Event: _____ Amount Enclosed: \$ _____

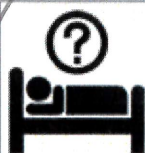
In-Kind donation description & value: _____

***Event Sponsorships are limited and available on a first-come, first-served basis.**

Events include but are not limited to: BBQ People's Choice Award, Live Music, Dessert Bake-off, Frozen T-shirt contest, Chicken Chip Bingo, & Auction

Please make checks payable to "Manor Fest" and return payment with this form to:
Manor Lions, P.O. Box 68, Manor, TX 78653

For further information, call (512) 656-8011 or (512) 272-5100



If you are coming from out of town, we recommend staying at the America's Best Value Inn & Suites at 11301 Highway 290 East. It's only a few blocks from the festival area and a special "Manor Fest" price has been established. Call (512) 272-9373 for information.

Funds raised support the Manor Lions Scholarship Fund & Lions Charities
For more information visit:
www.manorlions.com
Or find us on Facebook: manorlions



MANOR LIONS FEST

OCT 4 & 5



FRIDAY NIGHT
Octoberfest Dance Night
Free - 7 to 11pm - BYOB

SATURDAY
BBQ Cook Off - All Day
Arts and Crafts Vendors - 9am - 4pm
Silent Auction - Ends at 4pm
MISD Student Art Exhibit - All Day
MISD Art Student Reception - 12 noon
Childrens Games and Activities - All Day
Chicken Bingo - All Day
Alan Caffey Band - 1pm - 3:30pm

ALL PROCEEDS GO TO BENEFIT LIONS CLUB CHARITIES
At the Manor Lions Club - 429 W. Parsons St.
WWW.MANORLIONS.COM



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 16, 2019

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

DEPARTMENT: City Engineer

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on approving a resolution to conduct a public hearing to discuss amending the Wastewater Capital Improvement Plan.

BACKGROUND/SUMMARY:

Periodically, updates to the City's adopted Community Impact Fee Program are necessary to address changing development conditions. The City Council is required to conduct a public hearing to discuss a proposed amendment to the Wastewater Capital Improvements Plan.

PRESENTATION: ☐ YES ☒ NO

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

Resolution No. 2019-12

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve Resolution No. 2019-12 for conducting a public hearing for the proposed amendment to the Wastewater Capital Improvement Plan.

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

RESOLUTION NO. 2019-12

A RESOLUTION OF THE CITY OF MANOR, TEXAS SETTING A PUBLIC HEARING TO BE HELD AT 7:00 P.M. ON WEDNESDAY, DECEMBER 4, 2019, AT MANOR CITY HALL, 105 E. EGGLESTON STREET, MANOR, TEXAS, 78653 TO CONSIDER THE AMENDMENT OF THE WASTEWATER CAPITAL IMPROVEMENTS PLAN.

WHEREAS, Chapter 395, Texas Local Government Code requires a political subdivision, prior to amending a capital improvement plan, to hold a public hearing to consider amendment of the Wastewater Capital Improvements Plan, and

WHEREAS, it is deemed in the best interest of the City of Manor to consider amending its Wastewater Capital Improvement Plan pursuant to said code;

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

SECTION 1. A public hearing shall be held at 7:00 p.m. on Wednesday, December 4, 2019, at Manor City Hall, located at 105 E. Eggleston Street, Manor, Texas, 78653 for the purpose of amending the Wastewater Capital Improvement Plan. Continued investment in the wastewater system will provide for economic growth and development within the City by providing wastewater collection and treatment for new development within the City's service area.

SECTION 2. That before the date of the first publication of the notice of public hearing, the City make available the proposed Capital Improvement Plan Amendment.

SECTION 3. That the City provide public notice of such public hearing as follows:

(a) By serving notice of the hearing at least thirty (30) days prior to the hearing by certified mail to any person who has given written notice by certified or registered mail to the City Secretary requesting notice of such hearing within two (2) years preceding the date of adoption of this resolution setting the public hearing; and

(b) By publishing notice at least thirty (30) days, but not more than sixty (60) days, prior to the date set for the hearing, in a newspaper of general circulation within Travis County.

SECTION 4. Should any section or part of this Resolution be held unconstitutional, illegal, or invalid, or the application to any person or circumstance thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force

and effect and to this end the provisions of this Resolution are declared severable.

SECTION 5. It is hereby official found and determined that the meeting at which this Resolution is passed was open to the public as required and that the public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapter 551, Tex. Gov't. Code*.

PASSED AND APPROVED this the 16th day of October 2019.

THE CITY OF MANOR, TEXAS

Rita G. Jonse,
Mayor

ATTEST:

Lluvia T. Almaraz,
City Secretary



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 16, 2019

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

DEPARTMENT: City Engineer

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action to approve a change order to the construction contract for the Wilbarger Creek Wastewater Treatment and Collection System Improvements project.

BACKGROUND/SUMMARY:

This project includes the expansion of the existing Wilbarger Creek Wastewater Treatment Plant from 0.5 MGD to 1.33MGD including, lift station, office/lab building and ancillary work. The proposed change order includes items to install safety equipment in the Motor Control Center (MCC) building, modifications to the Administration building to accommodate ducting, gravity wastewater line adjustments to address unforeseen field conditions, modifications to wet well configurations, piping additions, additional concrete slab/walls for future expansion, and plumbing fixture adjustments. The change order amount is within the budgeted contingency funds for the project.

PRESENTATION: ☒ YES ☐ NO

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

Change Order No. 2

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve Change Order No. 2 to the construction contract for the Wilbarger Creek Wastewater Treatment and Collection System Improvements project with Excel Construction Services, LLC in the amount of \$90,543.

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

CHANGE ORDER

ORDER NO.: 2
DATE: July 17, 2019
AGREEMENT DATE: April 3, 2019

NAME OF PROJECT: Wilbarger Creek Wastewater Treatment and Collection System Improvements

OWNER: City of Manor

CONTRACTOR: Excel Construction Services, LLC

The following changes are hereby made to the CONTRACT DOCUMENTS:

1. Justification:

- Item No. 1 - Add 1 LS Change Order Item C.O.2-1, MCC Bldg. Panic Door Hardware @ \$4,761.00/LS
- Item No. 2 - Add 1 LS Change Order Item C.O.2-2, Admin. Bldg. Modifications @ \$30,209.00/LS
- Item No. 3 - Add 1 LS Change Order Item C.O.2-3, 24" Gravity WW Line Modifications @ \$38,444.00/LS
- Item No. 4 - Add 1 LS Change Order Item C.O.2-4, Lift Station Curbs @ \$9,207.00/LS
- Item No. 5 - Add 1 LS Change Order Item C.O.2-5, Chlorine Riser Piping @ \$5,103.00/LS
- Item No. 6 - Add 1 LS Change Order Item C.O.2-6, Future Filter Feed Slab/Wall @ \$2,279.00/LS
- Item No. 7 - Add 1 LS Change Order Item C.O.2-7, Admin. Bldg. Plumbing Fixture Modifications @ \$630.00/LS

2. Change to CONTRACT PRICE:

Original CONTRACT PRICE: \$16,722,300

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$16,734,764.00

The CONTRACT PRICE due to this CHANGE ORDER will be increased or (decreased) by: \$90,543.00

New CONTRACT PRICE including this CHANGE ORDER will be: \$16,825,307.00

3. Change to CONTRACT TIME:

The CONTRACT TIME will be increased or (decreased) by 8 calendar days for Base and Alternate Bid D for substantial completion of treatment plant expansion and new on-site lift station and 21 calendar days for final completion of all work. The date for substantial completion of Base and Alternate Bid D treatment plant expansion and new on-site lift station work will be May 10, 2020. The date for substantial completion of Base Bid sludge processing at existing plant work will be June 14, 2020. The date for final completion of all Base and Alternate Bid D work will be August 16, 2020.

4. Approvals Required:

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

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

Ordered by: _____ Signed: _____
Owner

Accepted by: _____ Signed: _____
Contractor

Jbaco



August 28, 2019

Mr. Mike Tuley
City of Manor – Public Works Department
547 Llano Street
Manor, TX 78653

**RE: Wilbarger Creek Wastewater Treatment And Collection System Improvements
CPR 004 – MCC Doors Panic Devices**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for revisions to the MCC building door hardware to panic devices. See below pricing and attached breakdown for review. We are requesting (0) additional contract days for this work.

PROPOSAL TOTAL

\$4,761.00

Don't hesitate to contact me if you have any questions or comments.

Respectfully,

D. Wolff

David Wolff – Project Manager
Excel Construction Services, LLC

cc: Jim Gosdin – Project Superintendent

CHANGE PROPOSAL SUMMARY SHEET



Project Name: **WILBARGER CREEK WASTEWATER TREATMENT & COLLECTION SYSTEM IMPROVEMENTS**
 Change Description: **MCC DOORS - PANIC DEVICES**
 CPR 4

Date: August 28, 2019

MATERIALS/QUOTES:		Amount	Op	Rate	Extended
HULL - CHANGE HARDWARE TO PANIC DEVICES	\$	3,958.00	X	1	\$3,958.00
			X	1	\$0.00
			X	1	\$0.00
			X	1	\$0.00
			X	1	\$0.00
			X	1	\$0.00
Subtotal					\$3,958.00
Sales Tax		\$3,958.00	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL					\$3,958.00

LABOR:		Hours	Op	Rate	Extended
		0	X	\$25.00	\$0.00
		0	X	\$25.00	\$0.00
		0	X	\$25.00	\$0.00
		0	X	\$25.00	\$0.00
Overtime Labor:		0	X	\$37.50	\$0.00
Subtotal Manhours:		0			
Jesus C Marquez (Foreman, 0 day):		0	X	\$40.00	\$0.00
Superintendent Time (0 days):		0	X	\$75.00	\$0.00
Material Proc. & Hndlg. Labor (5% of Man Hours):		0	X	\$20.00	\$0.00
Update As Built Drawings:		0	X	\$44.75	\$0.00
SUBTOTAL LABOR:					\$0.00

DIRECT JOB EXPENSES:		Amount	Op	Rate	Extended
Project Manager		1	X	\$85.00	\$85.00
		\$0.00	X	\$85.00	\$0.00
SUBTOTAL DIRECT JOB EXPENSES:					\$85.00

EXCEL CONSTRUCTION MARKUPS:		Amount	Op	Rate	Extended
Direct Costs:		\$4,043.00	X	1	\$4,043.00
Work Comp / SS / Unemployment:		\$0.00	X	25.00%	\$0.00
SUBTOTAL:					\$4,043.00
OH&P @ 15% (1st \$10,000):		\$4,043.00	X	15.00%	\$606.45
OH&P @ 10% (Remaining Balance):		\$0.00	X	10.00%	\$0.00
EXCEL CONSTRUCTION SUBTOTAL:					\$4,649.45

SUBCONTRACTS WITH MARKUPS:		Amount	Op	Rate	Extended
			X	1	\$0.00
			X	1	\$0.00
			X	1	\$0.00
			X	1	\$0.00
SUBTOTAL:					\$0.00
OH&P @ 10% (1st \$10,000):		\$0.00	X	10.00%	\$0.00
OH&P @ 7.5% (Remaining Balance):		\$0.00	X	7.50%	\$0.00
SUBCONTRACTS SUBTOTAL:					\$0.00

SUBTOTAL / SUMMARY:		Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):		\$4,043.00	X	2.00%	\$80.86
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):					\$4,730.31
P&P Bond \$100,000 or Less:		\$0.00	X	2.50%	\$0.00
P&P Bond \$100,001 thru \$500,000:		\$0.00	X	1.50%	\$0.00
P&P Bond \$500,001 thru \$2,500,000 :		\$0.00	X	1.00%	\$0.00
P&P Bond \$2,500,001 thru \$5,000,000:		\$0.00	X	0.75%	\$0.00
P&P Bond \$5,000,001 thru \$7,500,000:		\$0.00	X	0.70%	\$0.00
P&P Bond Over \$7,500,000:		\$4,730.31	X	0.65%	\$30.75
GRAND TOTAL THIS CHANGE:					\$4,761



■ SUPPLY ■ SERVICES ■ ACCESS CONTROLS
■ COMMERCIAL DOORS, FRAMES, & HARDWARE

www.hullsupply.com Security License #B15803

5117 East Cesar Chavez PH: 512-385-1262
Austin, TX 78702 Fax: 512-385-0225
Counter Fax: 512-385-8719

DAVID CAMPOS
davidcampos@hullsupply.com
Ph: 512-225-8070

Quote



Sales Order NO:0245070
Order Date: 8/28/2019
Ship Date: 8/28/2019
Job NO: 1900397

S 0008027
O EXCEL CONSTRUCTION SERVICES
L P. O. BOX 2260
D LEANDER, TX 78646
TO:

ContactName: DICK ROSS
ContactPh: (512) 944-4776
karen@excelconstruction.com

S WILBARGER CREEK WWTP
H 547 LLANO ST.
I InvoiceOnly-19-008.081
P MANOR, TX 78653
TO:

Customer PO			Ship Via		FOB		TERMS		Written By:		
MCC			WILL_CALL		Net 30 days				DAVID CAMPOS		
Line NO	Ship UM Qty	Qty Picked	Qty BO	ITEM NUMBER	ITEM DESCRIPTION				BIN	UnitPrice	ExtAmt

FOLLOWING IS ADD TO CHANGE HARDWARE TO PANIC DEVICES AT MCC

2 /015 TOTAL FOR HARDWARE Bin: 3,958.00

Note: Check shipments thoroughly. We are not responsible for shipment after delivery. Your signature here means you acknowledge receipt of material on this page and previous page(s). Keep your receipt for verification of such.

Received by: _____ Date: _____

Print Name: _____

RE-STOCKING FEE 25% *SPECIAL ORDERED ITEM NOT RETURNABLE

HMD STF KEYSHOP PURCHASING
WDR ALF INSTALL SHIPPING
HMF CAGE TAGGING SERVER

Net Order: 3,958.00
Less Discount: 0.00
Freight: 0.00
Sales Tax: 0.00
Order Total: 3,958.00
Less Deposit: 0.00
Order Balance: 3,958.00

Page 1 of 1
Printed: 8/28/2019 9:35:01AM
SO WITH TAGS\ISO_SalesOrder2.RPT



September 9, 2019

Mr. Mike Tuley
City of Manor – Public Works Department
547 Llano Street
Manor, TX 78653

**RE: Wilbarger Creek Wastewater Treatment And Collection System Improvements
CPR 005 – Admin Building Modifications**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for revisions to the administration building. Pricing is based off of documents received from Heimsath Architects. See below pricing and attached breakdown for review. We are requesting (21) additional contract days for this work.

PROPOSAL TOTAL

\$30,209.00

Don't hesitate to contact me if you have any questions or comments.

Respectfully,

D. Wolff

David Wolff – Project Manager
Excel Construction Services, LLC

cc: Jim Gosdin – Project Superintendent

CHANGE PROPOSAL SUMMARY SHEET



Project Name: **WILBARGER CREEK WASTEWATER TREATMENT & COLLECTION SYSTEM IMPROVEMENTS**
 Change Description: **Add eight (8) interior columns in admin building to increase height above ceiling**
 CPR 5 Date: September 9, 2019

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
Rebar	\$ 396.15	X	1	\$396.15
Concrete	\$ 575.00	X	1	\$575.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
Subtotal				\$971.15
Sales Tax	\$971.15	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$971.15

LABOR:	Hours	Op	Rate	Extended
Tie additional rebar	8	X	\$25.00	\$200.00
additional concrete placement	2	X	\$25.00	\$50.00
form column bases/install embeds	24	X	\$25.00	\$600.00
	0	X	\$25.00	\$0.00
Overtime Labor:	0	X	\$37.50	\$0.00
Subtotal Manhours:	0			
Jesus C Marquez (Foreman, 0 day):	0	X	\$40.00	\$0.00
Superintendent Time (0 days):	24	X	\$75.00	\$1,800.00
Material Proc. & Hndlg. Labor (5% of Man Hours):	0	X	\$20.00	\$0.00
Update As Built Drawings:	0	X	\$44.75	\$0.00
SUBTOTAL LABOR:				\$2,650.00

DIRECT JOB EXPENSES:	Amount	Op	Rate	Extended
Project Manager	12	X	\$85.00	\$1,020.00
	\$0.00	X	\$85.00	\$0.00
SUBTOTAL DIRECT JOB EXPENSES:				\$1,020.00

EXCEL CONSTRUCTION MARKUPS:	Amount	Op	Rate	Extended
Direct Costs:	\$4,641.15	X	1	\$4,641.15
Work Comp / SS / Unemployment:	\$2,650.00	X	25.00%	\$662.50
SUBTOTAL:				\$5,303.65
OH&P @ 15%:	\$5,303.65	X	15.00%	\$795.55
EXCEL CONSTRUCTION SUBTOTAL:				\$6,099.20

SUBCONTRACTS WITH MARKUPS:	Amount	Op	Rate	Extended
Red Dot Buildings	\$3,889.00	X	1	\$3,889.00
JP Construction	\$2,500.00	X	1	\$2,500.00
PCI	\$9,991.00	X	1	\$9,991.00
Groesbeck	\$3,636.00	X	1	\$3,636.00
Thermal Mechanical	\$333.00	X	1	\$333.00
SUBTOTAL:				\$20,349.00
OH&P @ 15%:	\$20,349.00	X	15.00%	\$3,052.35
SUBCONTRACTS SUBTOTAL:				\$23,401.35

SUBTOTAL / SUMMARY:	Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):	\$25,652.65	X	2.00%	\$513.05
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$30,013.60
P&P Bond \$100,000 or Less:	\$0.00	X	2.50%	\$0.00
P&P Bond \$100,001 thru \$500,000:	\$0.00	X	1.50%	\$0.00
P&P Bond \$500,001 thru \$2,500,000 :	\$0.00	X	1.00%	\$0.00
P&P Bond \$2,500,001 thru \$5,000,000:	\$0.00	X	0.75%	\$0.00
P&P Bond \$5,000,001 thru \$7,500,000:	\$0.00	X	0.70%	\$0.00
P&P Bond Over \$7,500,000:	\$30,013.60	X	0.65%	\$195.09
GRAND TOTAL THIS CHANGE:				\$30,209

CHANGE ORDER QUOTE#1642

Wednesday, August 7, 2019

JOB NAME: Excel Construction Services, LLC
JOB NUMBER: 19202 (Collection Admin Bldg)
CUSTOMER CONTACT: David Wolff
RED DOT CONTACT: Darrell Geisendorff

Red Dot to raise eave height 11 1/8" and add interior columns to enable more ceiling clearance inside building. See attached drawing for interior tube column layout.

Cost of Change: \$3,889

***** NOTE: During periods of market volatility, Red Dot reserves the right to alter this contract price to offset significant steel cost increases imposed upon the metal building industry. *****

Please authorize by signing below and return to Red Dot via the sender's email

RED DOT BUILDING SYSTEMS

CUSTOMER REPRESENTATIVE

Signature / Date

Signature / Date

Printed

Printed

Pricing: KRH

JP Construction
4018 Shavano Dr
Austin, TX 78749
5126942139
jpconstco@aol.com
jpconstructiontexas.com



Invoice 2028

BILL TO

Excel Const (Matt)
Cannon
1202 Leander Dr
Leander, Tx 78641 US

DATE
06/10/2019

PLEASE PAY
\$24,100.00

ACTIVITY

AMOUNT

Invoice Siding	21,600.00
Install JamesHardie 8 1/4 Cedarmill Primed Siding colorplus or paint house	
01Change Order	2,500.00
added 12" to elevation	

Click "View invoice" & Enter Payment Amt

Terms: 1/2 Down, 1/2 Completion

TOTAL DUE	\$24,100.00
------------------	--------------------

Thanks for choosing JP Construction.

THANK YOU.



4401 Freidrich Lane, Suite 306, Austin, TX 78744

Telephone: 512-443-0535 Fax: 512-443-3404

September 06, 2019

Attn: Matt Cannon |

Excel Construction Services.

Subject: Willbarger Creek

Ref: COR #001- APR #1

Dear Mr. Cannon:

Please see below for APR #1 changes to the following

- 1) Added building height 11" (all full height scope)
- 2) Added Columns F1 wall type

Exclusions: Any other additional work not listed on this COR. **Does not include Engineering changes if required.**

Description	Quantity	Unit	Material	Labor	Equip.	Total
1	1	LS	\$2,110.00	\$5,376.00	\$0.00	\$7,486.00
2	1	LS	\$315.00	\$887.00	\$0.00	\$1,202.00
					Subtotal:	\$8,688.00
					Overhead 10%	\$868.80
					Profit 5%	\$434.40
					Total:	\$9,991

Total - COR #001 = \$9,991

Sincerely,

Nathan Armstrong
Project Manager



5439 Old Seguin Rd. (78219)
P.O. Box 190179
San Antonio, Texas 78220
Off (210) 661-4880 Fax (210) 661-7909

Change Order Request

Wilbarger Creek - WWTP Improvements

547 Llano St
Manor, Texas 78653

The Construction Agreement dated 6/10/2019, between Excel Construction Service and Groesbeck Masonry, Inc. has been modified and amended by the following deviations from the original plans and specifications and therefore a change order is now requested.

Summary

Increased - \$3,636.00 and 2 days

APR 1 - increase wall heights of Admin Bldg by approx 11"

Mat: \$1,546.00

Labor: \$1,760.00

P/O: \$330.00

1. It is mutually agreed that for such change the contract price is Increased by \$3,636.00 and will be included in the payment becoming due under the original contract agreement.
2. Time for completion for the above cited subcontract work is hereby adjusted 2 days beyond any completion date set forth in the original contract for such work.
3. **By signing below, Excel Construction Service hereby authorizes the work described above to commence, treating this document as an approved change order, and acknowledges that the signee is authorized by Excel Construction Service to approve any change orders associated with the project.**
4. All other provisions of the original contract and agreement shall remain in full force and effect, without change because of above deviations.

Sign: _____

Excel Construction Service

Sign: _____

Groesbeck Masonry, Inc.

Thermal Mechanical Contractors, Inc.

P.O. Box 646 Manor, Texas 78653
(512) 272-5162 Fax (512) 272-5208
State License No. TACLA006533C

Proposal

Date: 09-05-2019

To: Excel Construction
Attn: Matt Cannon
Fax:

Project Name: Wilbarger WWTP

Location: Manor, Texas

Redesign and ducting changes to Administration Building including air devices.

Total Change Order Request-----\$333.00

Thank you, Bobby Zieger.



September 9, 2019

Mr. Mike Tuley
City of Manor – Public Works Department
547 Llano Street
Manor, TX 78653

**RE: Wilbarger Creek Wastewater Treatment And Collection System Improvements
CPR 006 – 24in WW Gravity Revisions**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for revisions to the 24" wastewater gravity main. Pricing is based off of the revised plansheet 49 dated 8/24/2019. See below pricing and attached breakdown for review. We are requesting (7) additional contract days for this work.

PROPOSAL TOTAL

\$38,444.00

Don't hesitate to contact me if you have any questions or comments.

Respectfully,

D. Wolff

David Wolff – Project Manager
Excel Construction Services, LLC

cc: Jim Gosdin – Project Superintendent

CHANGE PROPOSAL SUMMARY SHEET



Project Name: **WILBARGER CREEK WASTEWATER TREATMENT & COLLECTION SYSTEM IMPROVEMENTS**
 Change Description: **24" WW GRAVITY LINE REVISIONS**
 CPR 6

Date: September 9, 2019

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
Subtotal				\$0.00
Sales Tax	\$0.00	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$0.00

LABOR:	Hours	Op	Rate	Extended
	0	X	\$25.00	\$0.00
	0	X	\$25.00	\$0.00
	0	X	\$25.00	\$0.00
	0	X	\$25.00	\$0.00
Overtime Labor:	0	X	\$37.50	\$0.00
Subtotal Manhours:	0			
Jesus C Marquez (Foreman, 0 day):	0	X	\$40.00	\$0.00
Superintendent Time (0 days):	0	X	\$75.00	\$0.00
Material Proc. & Hndlg. Labor (5% of Man Hours):	0	X	\$20.00	\$0.00
Update As Built Drawings:	0	X	\$44.75	\$0.00
SUBTOTAL LABOR:				\$0.00

DIRECT JOB EXPENSES:	Amount	Op	Rate	Extended
Project Manager	8	X	\$85.00	\$680.00
	\$0.00	X	\$85.00	\$0.00
SUBTOTAL DIRECT JOB EXPENSES:				\$680.00

EXCEL CONSTRUCTION MARKUPS:	Amount	Op	Rate	Extended
Direct Costs:	\$680.00	X	1	\$680.00
Work Comp / SS / Unemployment:	\$0.00	X	25.00%	\$0.00
SUBTOTAL:				\$680.00
OH&P @ 15%:	\$680.00	X	15.00%	\$102.00
EXCEL CONSTRUCTION SUBTOTAL:				\$782.00

SUBCONTRACTS WITH MARKUPS:	Amount	Op	Rate	Extended
Austin Underground	\$31,966.23	X	1	\$31,966.23
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
SUBTOTAL:				\$31,966.23
OH&P @ 15%:	\$31,966.23	X	15.00%	\$4,794.93
SUBCONTRACTS SUBTOTAL:				\$36,761.16

SUBTOTAL / SUMMARY:	Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):	\$32,646.23	X	2.00%	\$652.92
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$38,196.09
P&P Bond \$100,000 or Less:	\$0.00	X	2.50%	\$0.00
P&P Bond \$100,001 thru \$500,000:	\$0.00	X	1.50%	\$0.00
P&P Bond \$500,001 thru \$2,500,000 :	\$0.00	X	1.00%	\$0.00
P&P Bond \$2,500,001 thru \$5,000,000:	\$0.00	X	0.75%	\$0.00
P&P Bond \$5,000,001 thru \$7,500,000:	\$0.00	X	0.70%	\$0.00
P&P Bond Over \$7,500,000:	\$38,196.09	X	0.65%	\$248.27
GRAND TOTAL THIS CHANGE:				\$38,444

PROJECT: Wilbarger WWTP
ITEM NUMBER/DESC: CO 001 - Revised Elev's & Pipe Slopes
Date Prepared: 09.03.19

ITEM	DESCRIPTION	QTY	UNIT COSTS				TOTAL COSTS			
			UNIT	LABOR	EQUIP	MATERIAL	OTHER	O.T Factor	Bid Unit Price	
LABOR	Superintendent	18	HRS	\$ 38.00						
	Foreman	30	HRS	\$ 25.00				1.1		
	Operator	30	HRS	\$ 21.00				1.1		
	Operator	30	HRS	\$ 21.00				1.1		
	Pipe Layer	30	HRS	\$ 18.00				1.1		
	Pipe Layer	30	HRS	\$ 18.00				1.1		
	Common Labor	30	HRS	\$ 16.00				1.1		
	Common Labor	30	HRS	\$ 16.00				1.1		
	Common Labor	30	HRS	\$ 16.00				1.1		
	Common Labor	30	HRS	\$ 16.00				1.1		
EQUIPMENT	360 Excavator	30	HRS		\$ 160.00					
	Front End Loader	30	HRS		\$ 65.00					
	Water Buffalo	30	HRS		\$ 65.00					
	Foreman Pickup	3	DAYS		\$ 75.00					
	Small Tools	3	DAYS		\$ 50.00					
MATERIAL	48" MH	1	EA			\$ 3,480.00				
	MH Coating	1	EA			\$ 1,850.00				
	24" PVC	28	LF			\$ 44.13				
	15" PVC	15	LF			\$ 32.00				
	8" PVC	28	LF			\$ 10.32				
	Concrete	4	CY			\$ 120.00				
	1" Bedding	1	EA			\$ 400.00				
Other	Heul Off/Disposal	3	DY				\$ 650.00			

\$ 5,592.00 \$ 9,075.00 \$8,214.60 \$ 1,950.00 \$

TOTALS

Total Labor	\$ 5,592.00	
Total Material	\$8,214.60	
Total Other	\$ 1,950.00	
Total Equipment	\$ 9,075.00	
	SubTotal	\$ 24,831.60
Labor Burden	\$ 5,592.00	@ 55.0%
Labor O&P	\$ 5,592.00	@ 15.0%
Material O&P	\$ 8,214.60	@ 15.0%
Equipment O&P	\$ 9,075.00	@ 15.0%
Bond	\$ 31,335.44	2.0%
	TOTAL	\$ 31,966.23
Quantity Changes Unit Bid Items		
Net Increase		\$ 31,966.23



September 10, 2019

Mr. Mike Tuley
City of Manor – Public Works Department
547 Llano Street
Manor, TX 78653

**RE: Wilbarger Creek Wastewater Treatment And Collection System Improvements
CPR 007 – Liftstation Curb**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for the addition of a 1' high "curb" at the base of wetwell #1 and #2. Provides reinforced interconnection of CIP slabs to first precast riser section on each wetwell. See below pricing and attached breakdown for review. We are requesting (4) additional contract days for this work.

PROPOSAL TOTAL

\$9,207.00

Don't hesitate to contact me if you have any questions or comments.

Respectfully,

D. Wolff

David Wolff – Project Manager
Excel Construction Services, LLC

cc: Jim Gosdin – Project Superintendent

CHANGE PROPOSAL SUMMARY SHEET



Project Name: **WILBARGER CREEK WASTEWATER TREATMENT & COLLECTION SYSTEM IMPROVEMENTS**
 Change Description: **Liftstation Curb**
 CPR 7

Date: September 10, 2019

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
concrete	\$ 432.00	X	1	\$432.00
forms	\$ 200.00	X	1	\$200.00
rebar	\$ 855.00	X	1	\$855.00
hydrotite/leakmaster	\$ 1,302.00	X	1	\$1,302.00
drill bits/small tools	\$ 200.00	X	1	\$200.00
epoxy	\$ 258.00	X	1	\$258.00
Subtotal				\$3,247.00
Sales Tax	\$3,247.00	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$3,247.00

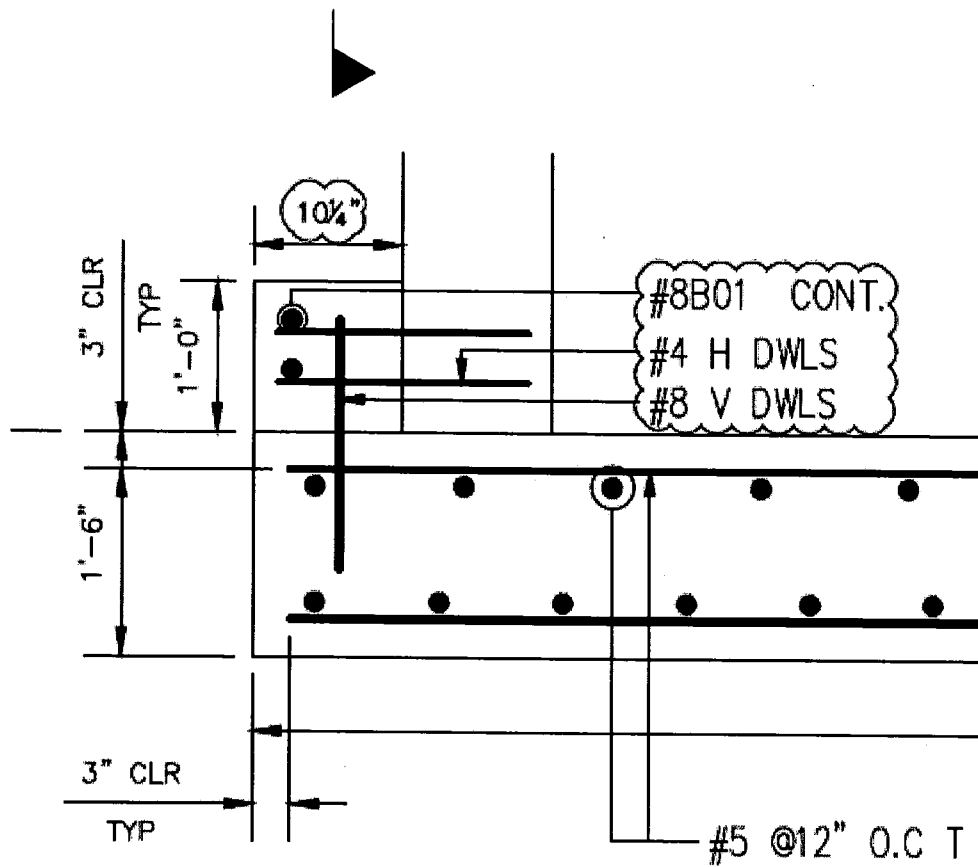
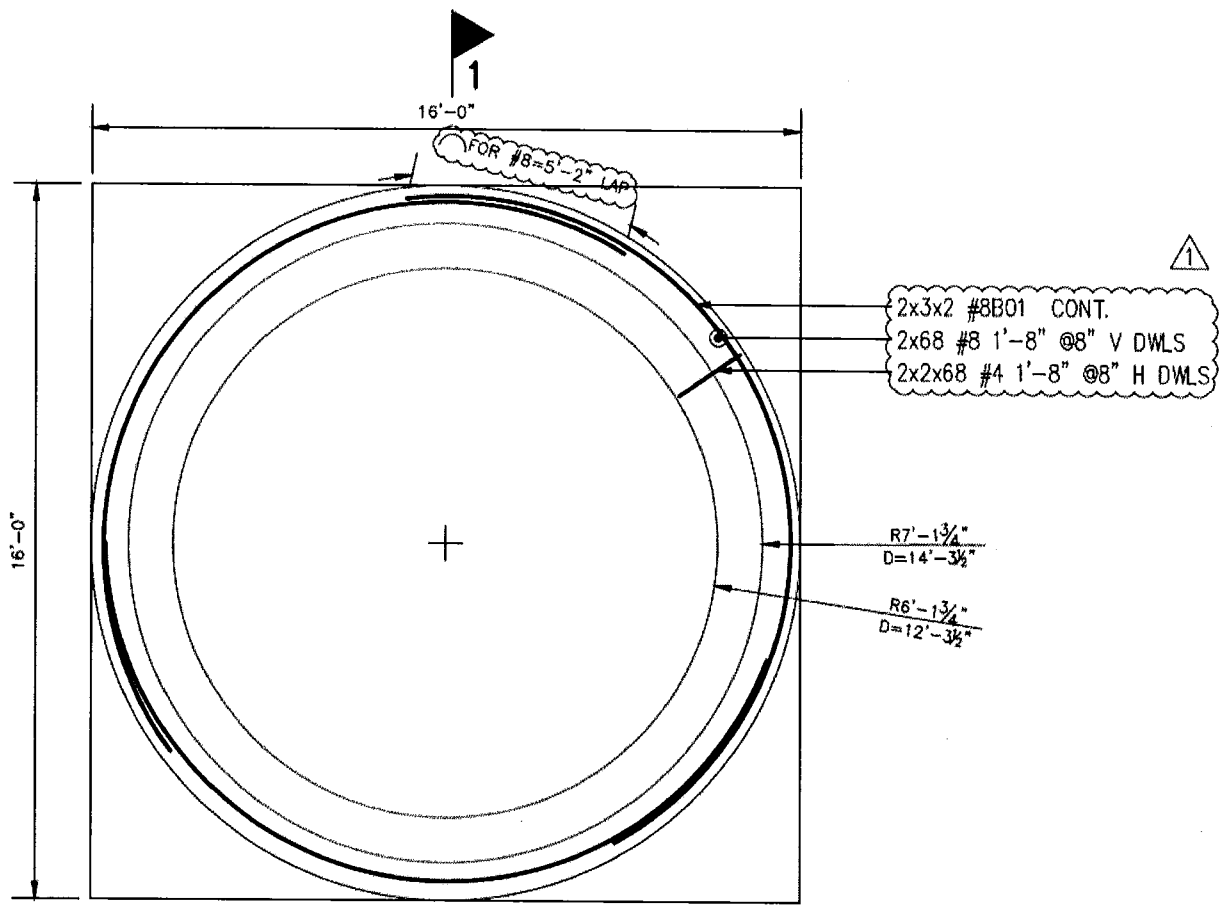
LABOR:	Hours	Op	Rate	Extended
drill dowel holes	81	X	\$25.00	\$2,025.00
epoxy dowels and tie rebar	18	X	\$25.00	\$450.00
form curb	18	X	\$25.00	\$450.00
	0	X	\$25.00	\$0.00
Overtime Labor:	0	X	\$37.50	\$0.00
Subtotal Manhours:	0			
Jesus C Marquez (Foreman, 0 day):	4	X	\$40.00	\$160.00
Superintendent Time (0 days):	4	X	\$75.00	\$300.00
Material Proc. & Hndlg. Labor (5% of Man Hours):	0	X	\$20.00	\$0.00
Update As Built Drawings:	0	X	\$44.75	\$0.00
SUBTOTAL LABOR:				\$3,385.00

DIRECT JOB EXPENSES:	Amount	Op	Rate	Extended
Project Manager	4	X	\$85.00	\$340.00
	\$0.00	X	\$85.00	\$0.00
SUBTOTAL DIRECT JOB EXPENSES:				\$340.00

EXCEL CONSTRUCTION MARKUPS:	Amount	Op	Rate	Extended
Direct Costs:	\$6,972.00	X	1	\$6,972.00
Work Comp / SS / Unemployment:	\$3,385.00	X	25.00%	\$846.25
SUBTOTAL:				\$7,818.25
OH&P @ 15%:	\$7,818.25	X	15.00%	\$1,172.74
EXCEL CONSTRUCTION SUBTOTAL:				\$8,990.99

SUBCONTRACTS WITH MARKUPS:	Amount	Op	Rate	Extended
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
SUBTOTAL:				\$0.00
OH&P @ 15%:	\$0.00	X	15.00%	\$0.00
SUBCONTRACTS SUBTOTAL:				\$0.00

SUBTOTAL / SUMMARY:	Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):	\$7,818.25	X	2.00%	\$156.37
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$9,147.35
P&P Bond \$100,000 or Less:	\$0.00	X	2.50%	\$0.00
P&P Bond \$100,001 thru \$500,000:	\$0.00	X	1.50%	\$0.00
P&P Bond \$500,001 thru \$2,500,000 :	\$0.00	X	1.00%	\$0.00
P&P Bond \$2,500,001 thru \$5,000,000:	\$0.00	X	0.75%	\$0.00
P&P Bond \$5,000,001 thru \$7,500,000:	\$0.00	X	0.70%	\$0.00
P&P Bond Over \$7,500,000:	\$9,147.35	X	0.65%	\$59.46
GRAND TOTAL THIS CHANGE:				\$9,207





September 10, 2019

Mr. Mike Tuley
City of Manor – Public Works Department
547 Llano Street
Manor, TX 78653

**RE: Wilbarger Creek Wastewater Treatment And Collection System Improvements
CPR 008 – Chlorine V-Notch Riser Pipe**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for the 18" DI riser pipes within the chlorine contact basins for the V-notch weirs. See below pricing and attached breakdown for review. We are requesting (0) additional contract days for this work.

PROPOSAL TOTAL

\$5,103.00

Don't hesitate to contact me if you have any questions or comments.

Respectfully,

D. Wolff

David Wolff – Project Manager
Excel Construction Services, LLC

cc: Jim Gosdin – Project Superintendent

CHANGE PROPOSAL SUMMARY SHEET



Project Name: **WILBARGER CREEK WASTEWATER TREATMENT & COLLECTION SYSTEM IMPROVEMENTS**
 Change Description: **CL2 V-Notch Risers**
 CPR 8

Date: September 10, 2019

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
18" DIP and bolt/flange sets	\$ 3,808.18	X	1	\$3,808.18
Reach fork	\$ 115.00	X	2	\$230.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
Subtotal				\$4,038.18
Sales Tax	\$4,038.18	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$4,038.18

LABOR:	Hours	Op	Rate	Extended
install (2) 18" risers	4	X	\$25.00	\$100.00
	0	X	\$25.00	\$0.00
	0	X	\$25.00	\$0.00
	0	X	\$25.00	\$0.00
Overtime Labor:	0	X	\$37.50	\$0.00
Subtotal Manhours:	0			
Jesus C Marquez (Foreman, 0 day):	0	X	\$40.00	\$0.00
Superintendent Time (0 days):	0	X	\$75.00	\$0.00
Material Proc. & Hndlg. Labor (5% of Man Hours):	0	X	\$20.00	\$0.00
Update As Built Drawings:	0	X	\$44.75	\$0.00
SUBTOTAL LABOR:				\$100.00

DIRECT JOB EXPENSES:	Amount	Op	Rate	Extended
Project Manager	2	X	\$85.00	\$170.00
	\$0.00	X	\$85.00	\$0.00
SUBTOTAL DIRECT JOB EXPENSES:				\$170.00

EXCEL CONSTRUCTION MARKUPS:	Amount	Op	Rate	Extended
Direct Costs:	\$4,308.18	X	1	\$4,308.18
Work Comp / SS / Unemployment:	\$100.00	X	25.00%	\$25.00
SUBTOTAL:				\$4,333.18
OH&P @ 15%:	\$4,333.18	X	15.00%	\$649.98
EXCEL CONSTRUCTION SUBTOTAL:				\$4,983.16

SUBCONTRACTS WITH MARKUPS:	Amount	Op	Rate	Extended
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
SUBTOTAL:				\$0.00
OH&P @ 15%:	\$0.00	X	15.00%	\$0.00
SUBCONTRACTS SUBTOTAL:				\$0.00

SUBTOTAL / SUMMARY:	Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):	\$4,333.18	X	2.00%	\$86.66
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$5,069.82
P&P Bond \$100,000 or Less:	\$0.00	X	2.50%	\$0.00
P&P Bond \$100,001 thru \$500,000:	\$0.00	X	1.50%	\$0.00
P&P Bond \$500,001 thru \$2,500,000 :	\$0.00	X	1.00%	\$0.00
P&P Bond \$2,500,001 thru \$5,000,000:	\$0.00	X	0.75%	\$0.00
P&P Bond \$5,000,001 thru \$7,500,000:	\$0.00	X	0.70%	\$0.00
P&P Bond Over \$7,500,000:	\$5,069.82	X	0.65%	\$32.95
GRAND TOTAL THIS CHANGE:				\$5,103

Run Date: 8/28/19

Preshipment Notification



Customer #	119162
Order #	L080114
Date Ordered	08/21/19
Job #	19-008
Job Name	WILBARGER WWTP
Purchase Order #	19-008
Method of Shipment	DIRECT
Contract Order #	K619940
Ordered By	JIM
Ship Via	

Sold To:
EXCEL CONSTRUCTION SERVICES
STOCK-ROUND ROCK
PO BOX 2260
LEANDER, TX 78646 2260

Ship To:
EXCEL CONSTRUCTION SERVICES
WILBARGER CREEK WWTP
547 LLANO STREET
CONTACT: JIM 512 944 5293
MANOR, TX 78653

Branch:
SAN ANTONIO-E TX
Branch - 011
13790 Judson Rd
San Antonio, TX 78233 0000

Phone: 210-657-1632

Bid Seq#	Product Code	Description	Qty Ordered	Qty Shipped	Qty B/O	Net Price	UOM	Ext Price
	/19015822275	18X09'02-1/2" FLXFL DI PCL	2		2	1396.01000	EA	.00
5860	24AFBNKS18	18 316SS HEX BOLT & NUT KIT	4		4	232.00000	EA	.00
5870	24AFGFR18A	18X1/8 FLG FF RR GASKET	4		4	22.04000	EA	.00
6410	/19015822276	24X06'05" PEXSRXPE DI PCL	1		1	1115.92000	EA	.00
		SR 8" F/PE						
	/19015822280	4X20'00" PEXPE DI TEL	1		1	790.32000	EA	.00

PRICE EA	TOTAL
\$1,396.01	\$2,792.02
\$ 232.00	\$ 928.00
\$ 22.04	\$ 88.16
TOTAL:	\$3,808.18

Terms in accordance with shipping manifest.

Special Instructions/Comments:

BID # 931120 C/O # K619940
BID NM: MANOR- WILBARGER CREEK WWTP
EXCEL
C/O # K619940

Total Shipped:		.00
Total Ordered:	5714.42	



September 13, 2019

Mr. Mike Tuley
City of Manor – Public Works Department
547 Llano Street
Manor, TX 78653

**RE: Wilbarger Creek Wastewater Treatment And Collection System Improvements
CPR 009 – Future 18" Filter Feed Added Slab/Wall**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for increasing the main slab structure to encompass the future 18" filter feed pipe. The basin wall at this location was also extended. See below pricing and attached breakdown for review. We are requesting (0) additional contract days for this work.

PROPOSAL TOTAL

\$2,279.00

Don't hesitate to contact me if you have any questions or comments.

Respectfully,

D. Wolff

David Wolff – Project Manager
Excel Construction Services, LLC

cc: Jim Gosdin – Project Superintendent

CHANGE PROPOSAL SUMMARY SHEET



Project Name: **WILBARGER CREEK WASTEWATER TREATMENT & COLLECTION SYSTEM IMPROVEMENTS**
 Change Description: **Added slab/wall @ future 18" filter feed**
 CPR 9

Date: September 13, 2019

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
concrete	\$ 432.00	X	1	\$432.00
lentons	\$ 343.64	X	1	\$343.64
rebar	\$ 450.00	X	1	\$450.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
Subtotal				\$1,225.64
Sales Tax	\$1,225.64	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$1,225.64

LABOR:	Hours	Op	Rate	Extended
form & tie rebar	20	X	\$25.00	\$500.00
	0	X	\$25.00	\$0.00
	0	X	\$25.00	\$0.00
	0	X	\$25.00	\$0.00
Overtime Labor:	0	X	\$37.50	\$0.00
Subtotal Manhours:	0			
Jesus C Marquez (Foreman, 0 day):	0	X	\$40.00	\$0.00
Superintendent Time (0 days):	0	X	\$75.00	\$0.00
Material Proc. & Hndlg. Labor (5% of Man Hours):	0	X	\$20.00	\$0.00
Update As Built Drawings:	0	X	\$44.75	\$0.00
SUBTOTAL LABOR:				\$500.00

DIRECT JOB EXPENSES:	Amount	Op	Rate	Extended
Project Manager	1	X	\$85.00	\$85.00
	\$0.00	X	\$85.00	\$0.00
SUBTOTAL DIRECT JOB EXPENSES:				\$85.00

EXCEL CONSTRUCTION MARKUPS:	Amount	Op	Rate	Extended
Direct Costs:	\$1,810.64	X	1	\$1,810.64
Work Comp / SS / Unemployment:	\$500.00	X	25.00%	\$125.00
SUBTOTAL:				\$1,935.64
OH&P @ 15%:	\$1,935.64	X	15.00%	\$290.35
EXCEL CONSTRUCTION SUBTOTAL:				\$2,225.99

SUBCONTRACTS WITH MARKUPS:	Amount	Op	Rate	Extended
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
SUBTOTAL:				\$0.00
OH&P @ 15%:	\$0.00	X	15.00%	\$0.00
SUBCONTRACTS SUBTOTAL:				\$0.00

SUBTOTAL / SUMMARY:	Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):	\$1,935.64	X	2.00%	\$38.71
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$2,264.70
P&P Bond \$100,000 or Less:	\$0.00	X	2.50%	\$0.00
P&P Bond \$100,001 thru \$500,000:	\$0.00	X	1.50%	\$0.00
P&P Bond \$500,001 thru \$2,500,000 :	\$0.00	X	1.00%	\$0.00
P&P Bond \$2,500,001 thru \$5,000,000:	\$0.00	X	0.75%	\$0.00
P&P Bond \$5,000,001 thru \$7,500,000:	\$0.00	X	0.70%	\$0.00
P&P Bond Over \$7,500,000:	\$2,264.70	X	0.65%	\$14.72
GRAND TOTAL THIS CHANGE:				\$2,279



September 25, 2019

Mr. Mike Tuley
City of Manor – Public Works Department
547 Llano Street
Manor, TX 78653

**RE: Wilbarger Creek Wastewater Treatment And Collection System Improvements
CPR 010 – Plumbing Fixtures**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for plumbing fixture changes per revision 2. See below pricing and attached breakdown for review. We are requesting (0) additional contract days for this work.

PROPOSAL TOTAL

\$630.00

Don't hesitate to contact me if you have any questions or comments.

Respectfully,

D. Wolff

David Wolff – Project Manager
Excel Construction Services, LLC

cc: Jim Gosdin – Project Superintendent

CHANGE PROPOSAL SUMMARY SHEET



Project Name: **WILBARGER CREEK WASTEWATER TREATMENT & COLLECTION SYSTEM IMPROVEMENTS**
 Change Description: **Plumbing Fixtures**
 CPR 10

Date: September 25, 2019

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
Subtotal				\$0.00
Sales Tax	\$0.00	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$0.00
LABOR:	Hours	Op	Rate	Extended
	0	X	\$25.00	\$0.00
	0	X	\$25.00	\$0.00
	0	X	\$25.00	\$0.00
	0	X	\$25.00	\$0.00
Overtime Labor:	0	X	\$37.50	\$0.00
Subtotal Manhours:	0			
Jesus C Marquez (Foreman, 0 day):	0	X	\$40.00	\$0.00
Superintendent Time (0 days):	0	X	\$75.00	\$0.00
Material Proc. & Hndlg. Labor (5% of Man Hours):	0	X	\$20.00	\$0.00
Update As Built Drawings:	0	X	\$44.75	\$0.00
SUBTOTAL LABOR:				\$0.00
DIRECT JOB EXPENSES:	Amount	Op	Rate	Extended
Project Manager	1	X	\$85.00	\$85.00
	\$0.00	X	\$85.00	\$0.00
SUBTOTAL DIRECT JOB EXPENSES:				\$85.00
EXCEL CONSTRUCTION MARKUPS:	Amount	Op	Rate	Extended
Direct Costs:	\$85.00	X	1	\$85.00
Work Comp / SS / Unemployment:	\$0.00	X	25.00%	\$0.00
SUBTOTAL:				\$85.00
OH&P @ 15%:	\$85.00	X	15.00%	\$12.75
EXCEL CONSTRUCTION SUBTOTAL:				\$97.75
SUBCONTRACTS WITH MARKUPS:	Amount	Op	Rate	Extended
Angell Plumbing	\$450.00	X	1	\$450.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
SUBTOTAL:				\$450.00
OH&P @ 15%:	\$450.00	X	15.00%	\$67.50
SUBCONTRACTS SUBTOTAL:				\$517.50
SUBTOTAL / SUMMARY:	Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):	\$535.00	X	2.00%	\$10.70
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$625.95
P&P Bond \$100,000 or Less:	\$0.00	X	2.50%	\$0.00
P&P Bond \$100,001 thru \$500,000:	\$0.00	X	1.50%	\$0.00
P&P Bond \$500,001 thru \$2,500,000 :	\$0.00	X	1.00%	\$0.00
P&P Bond \$2,500,001 thru \$5,000,000:	\$0.00	X	0.75%	\$0.00
P&P Bond \$5,000,001 thru \$7,500,000:	\$0.00	X	0.70%	\$0.00
P&P Bond Over \$7,500,000:	\$625.95	X	0.65%	\$4.07
GRAND TOTAL THIS CHANGE:				\$630



13321 Immanuel Road • Pflugerville, Texas 78660
(512) 837-0275 • Fax (512) 837-5715
office@angellplumbing.com

Request for Change

To: **Excel Construction Svcs, LLC**
PO Box 2260
Leander, TX 78646
(512) 259-5005

RFC No: 1
Date: 9/24/2019

ATTN:
Email:

**Project: Wilbarger Creek WWTP
Improvemt**

We hereby agree to make the change(s) specified below:

Fixture changes per Revision 2:

Qty	Fixture
2	WC-1
1	EWC
1	SHWR
1	SHWR
1	BS2
1	HS

Upon approval the sum of \$450.00 will be added to the contract price.

ALL CHANGE ORDERS ARE TO HAVE WRITTEN APPROVAL BEFORE WORK COMMENCES

If you will be issuing a change order to Angell Plumbing, please send all communications to office@angellplumbing.com so all imperative personnel will be notified.
For all scheduling questions, please reach out to pm@angellplumbing.com

Authorized Signature: _____ Date: _____

Excel Construction Svcs, LLC

Accepted – The above prices & specifications of this Change Order are satisfactory & hereby accepted. All work to be performed under same terms & conditions as specified in the original contract unless otherwise stipulated. This Change Order becomes part of and in conformance with the existing contract.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 16, 2019

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on a resolution commencing the annexation of 30.8643 acres of land, more or less; being located in Travis County, Texas and adjacent and contiguous to the city limits; and providing for open meetings and other related matters.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Resolution No. 2019-13

Petition

RV Park Service Agreement

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve Resolution No. 2019-13 commencing the annexation of 30.8643 acres of land, more or less; being located in Travis County, Texas and adjacent and contiguous to the city limits; and providing for open meetings and other related matters.

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

RESOLUTION NO. 2019-13

A RESOLUTION OF THE CITY OF MANOR, TEXAS, COMMENCING THE ANNEXATION OF 30.8643 ACRES OF LAND, MORE OR LESS; BEING LOCATED IN TRAVIS COUNTY, TEXAS AND ADJACENT AND CONTIGUOUS TO THE CITY LIMITS; AND PROVIDING OPEN MEETINGS AND OTHER RELATED MATTERS

WHEREAS, the City of Manor, Texas (herein the “City”) is a Texas home-rule city authorized, § 43.003, *Tex. Loc. Gov’t Code*, to annex the property more particularly described herein (the “Subject Property”) that are contiguous and adjacent to the corporate limits of the City;

WHEREAS, the Subject Property is contiguous and adjacent to the corporate limits of the City and are within the extraterritorial jurisdiction of the City;

WHEREAS, the City, pursuant to § 43.0671, *Tex. Loc. Gov’t. Code* and the request of the property owner, is authorized to annex the Subject Property; and,

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

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

SECTION TWO: The annexation of all portions of the following described Subject Property and being described in Exhibit “A”, is hereby commenced:

Being 30.8643 acres of a tract of land out of the Greenberry Gates Survey No. 63, Abstract No. 315, in Travis County, Texas and being all of a called 31.02 acre tract conveyed to Elsie Frances Wier in Document No. 1999148737, Official Public Records of Travis County, Texas.

A public hearing is set for the date of November 6, 2019. Notice of such hearing shall be published and posted in accordance with § 43.0673, *Tex. Loc. Gov’t. Code*, and the hearing shall be open to the public to accept public comment on the annexation request. Notice of the proposed annexation shall be mailed to service providers and property owners within 300 feet of the subject property. The draft service agreement proposed to be executed by the owner and applicable for the subject property is attached as Exhibit “B”.

SECTION THREE: Should any section or part of this Resolution be held unconstitutional, illegal, or invalid, or the application to any person or circumstance thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or

portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this Resolution are declared severable.

SECTION FOUR: It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that the public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapter 551, Tex. Gov't. Code*.

PASSED AND APPROVED this the 16th day of October 2019.

THE CITY OF MANOR, TEXAS

Rita G. Jonse,
Mayor

ATTEST:

Lluvia T. Almaraz,
City Secretary

**Exhibit “A”
Subject Property**

**Exhibit “B”
Service Agreement**

STATE OF TEXAS

§

COUNTY OF TRAVIS

§

§

**REQUEST & PETITION TO THE CITY COUNCIL OF THE CITY OF MANOR
FOR ANNEXATION OF PROPERTY**

WHEREAS, the undersigns are the owners of a certain tract of property located within Travis County, Texas, such property more particularly described hereinafter by true and correct legal description in Section One below (referred to herein as the "Subject Property");

WHEREAS, the undersigns have sought the annexation of the Subject Property by the City of Manor, Texas, (hereinafter sometimes referred to as "City"), in order to obtain the benefits of City services to the Subject Property by the City;

WHEREAS, the Subject Property is contiguous and adjacent to the corporate limits of the City;

WHEREAS, the City, pursuant to *Chapter 43, Tex. Loc. Gov't. Code* and the request of the property owner, is authorized to annex the Subject Property; and,

WHEREAS, the undersigns agree and consent to the annexation of the Subject Property by the City and further agree to be bound by all acts, ordinances, and all other legal action now in force and effect within the corporate limits of the City and all those which may be hereafter adopted;

NOW THEREFORE, the undersigned by this Petition and Request:

SECTION ONE: Request the City Council of the City to commence annexation proceedings and to annex all portions of the Subject Property not already within the corporate limits of the City of Manor, Texas, including the abutting streets, roadways, and rights-of-way thereto, described as follows:

Property Description: See the Attached Exhibit A.

SECTION TWO: Request that after annexation, the City provide such services as are legally permissible and provided by the City, including sanitation, wastewater and general governmental services as set forth in the municipal services plan.

SECTION THREE: Acknowledge and represent having received, read and understood the attached "draft" Service Plan (proposed to be applicable to and adopted for the Subject Property) and that such "draft" Service Plan is wholly adequate and acceptable to the undersign who hereby request the City Council to proceed with the annexation and preparation of a final Municipal Service Plan and publish notice and hold the requisite public hearings thereon, in accordance with the applicable laws of the State of Texas.

SECTION FOUR: Acknowledge that the undersigns understand and agree that all City services to the Subject Property will be provided by the City on the same terms and conditions as provided to other similarly situated areas of the City and as provided in the Municipal Service Plan.

SECTION FIVE: Agree that a copy of this Petition and Request may be filed of record in the offices of the City of Manor and in the real property records of Travis County, Texas, and shall be notice to and binding upon all persons or entities now or hereafter having any interest in the Subject Property.

SECTION SIX: This request and Petition for Annexation is revocable at any time prior to the final City Council reading and action on the annexation. This Petition is conditioned on a mutually agreeable Development Agreement signed by all parties.

FILED, this __ day of _____, 20__, with the City Secretary of the City of Manor, Travis County, Texas.

Petitioners: Property Owner(s)

Carolynn W. Lamb
Name: Carolynn W. Lamb
Title: Carolynn W. Lamb
Company (if applicable) _____

William G. Wier
Name: William G. Wier
Title: _____
Company (if applicable) _____

Stephen F. Wier
Name: Stephen F. Wier
Title: _____
Company (if applicable) _____

Chrys M. Wier
Name: Chrys M. Wier
Title: _____
Company (if applicable) _____

STATE OF TEXAS

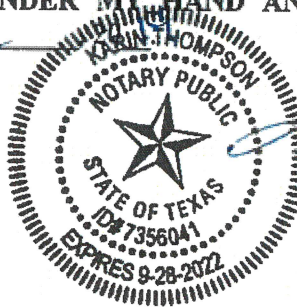
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COUNTY OF TRAVIS

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared William Gordon (name), Wier (title), _____ (company) owner of Subject Property and Petitioner herein, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he had authority to bind the entity and that he executed the same for the purposes therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 7 day of

(SEAL)



[Signature]
Notary Public-State of Texas

STATE OF TEXAS

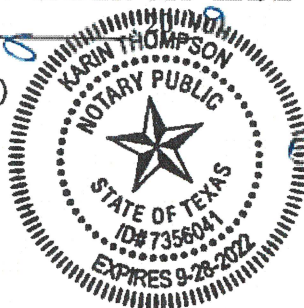
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COUNTY OF TRAVIS

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared [Signature] (name), _____ (title), _____ (company) owner of Subject Property and Petitioner herein, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he had authority to bind the entity and that he executed the same for the purposes therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 7 day of

(SEAL)



[Signature]
Notary Public-State of Texas

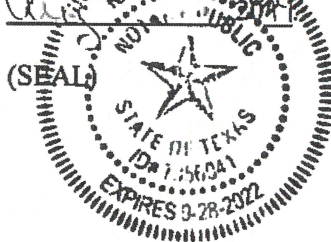
STATE OF TEXAS

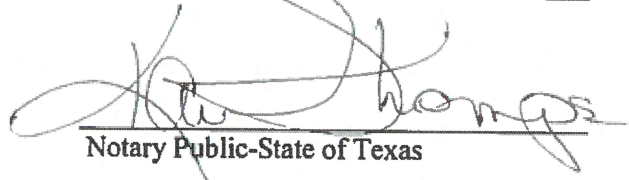
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COUNTY OF TRAVIS

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared CAROLYN W. LAW (name), _____ (title), _____ (company) owner of Subject Property and Petitioner herein, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he had authority to bind the entity and that he executed the same for the purposes therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 7 day of




Notary Public-State of Texas

STATE OF TEXAS

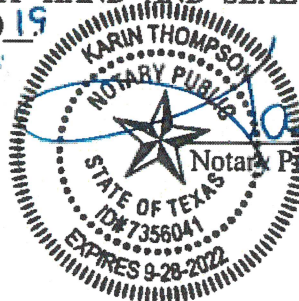
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§
§

COUNTY OF TRAVIS

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared CARYS M. WIER (name), _____ (title), _____ (company) owner of Subject Property and Petitioner herein, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he had authority to bind the entity and that he executed the same for the purposes therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 7 day of

Aug, 20 19
(SEAL)




Notary Public-State of Texas

EXHIBIT “A”

Survey and Legal Lot Description

Exhibit "A" – Legal Description

BEING A DESCRIPTION OF A TRACT OF LAND CONTAINING 30.8643 ACRES (1,344,450 SQUARE FEET) OUT OF THE GREENBERRY GATES SURVEY NO. 63, ABSTRACT NO. 315, IN TRAVIS COUNTY, TEXAS, BEING ALL OF A CALLED 31.02 ACRE TRACT CONVEYED TO ELSIE FRANCES WIER IN DOCUMENT #1999148737 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS (O.P.R.T.C.T.), SAVE AND EXCEPT A 1.5 CALLED ACRE TRACT CONVEYED TO GREYSTONE HOLDINGS, LLC, IN DOCUMENT #2005016761 (O.P.R.T.C.T.), SAID 30.8643 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:



PO Box 90876
Austin, TX 78709
512.554.3371
jward@4wardls.com
www.4wardls.com

BEGINNING, at a 1/2-inch iron rod with "4Ward Boundary" cap set in the south right-of-way line of US Highway 290 (240' right-of-way), and being the northeast corner of said Greystone tract, and being the northwest corner of the remainder of said Wier tract, for the northwest corner and **POINT OF BEGINNING** hereof, from which a 3/8-inch iron rod found bears, S11°00'39"W, a distance of 1.00 feet, and also from which, a 1/2-inch iron pipe found in the south right-of-way line of said US 290, and being the northeast corner of a called 1.002 acre tract partially conveyed to Daniel Perez in Document #2012110051 (O.P.R.T.C.T.), and to Celia Enriquez-Felipe in Document #2015030029 (O.P.R.T.C.T.), and being the northwest corner of said Greystone tract, and being the northwest corner of said Wier tract bears, S85°56'14"W, a distance of 155.12 feet;

THENCE, with the south right-of-way line of said US 290 and the north line of said Wier tract, the following three (3) courses and distances:

- 1) **N85°56'14"E**, a distance of **778.45** feet to a disturbed TxDot Type 1 concrete monument found for the northeast corner hereof, and
- 2) **S03°55'51"E**, a distance of **158.46** feet to a leaning TxDot Type 1 concrete monument found for an angle point hereof, said point being in the called west line of an abandoned County Road (no dedication/vacation information found), and
- 3) **S61°43'23"E**, a distance of **30.06** feet to a 1/2-inch iron rod found for an angle point hereof, said point being in the called centerline of said abandoned County Road, and being a corner in the east line of said Wier tract;

THENCE, with the called centerline of said abandoned County Road and the east line of said Wier tract, **S27°05'58"W**, a distance of **1,791.29** feet to a 1/2-inch iron rod with "4Ward Boundary" cap set for an angle point hereof, said point being at the intersection of the west line of a called 94.339 acre tract conveyed to Ginsel Family Ltd., in Document #2006248015 (O.P.R.T.C.T.), said tract being described by metes and bounds in Document #2004055639 (O.P.R.T.C.T.), and in Volume 3120, Page 698 of the Deed Records of Travis County, Texas (D.R.T.C.T.), with the called centerline of said abandoned County Road and the east line of said Wier tract;

THENCE, with the west line of said Ginsel tract, in conflict with the called centerline of said abandoned County Road and the east line of said Wier tract, **S27°58'47"W**, a distance of **334.74** feet to a 1/2-inch iron rod with "4Ward Boundary" cap set for the southeast corner hereof, said point being at the intersection of the north line of Lot 22, Block I of Bell Farms, Phase Two-A, recorded in Document #200700061 (O.P.R.T.C.T.), with the west line of said Ginsel tract, from which a 1/2-inch iron rod with illegible cap found for the southwest corner of said Ginsel tract, and being the northwest corner of Lot 83, Block C of Final Plat of Carriage Hills Section Three, recorded in Document #201000127 (O.P.R.T.C.T.) bears, S27°58'47"W, a distance of 166.08 feet, and also from which, a calculated point for the northeast corner of said Lot 22, and being the southeast corner of said Wier tract bears, S73°23'16"E, a distance of 5.23 feet;

THENCE, with the common line of said Bell Farms, Phase Two-A, and said Wier tract, **N73°23'16"W**, passing at a distance of 173.07 feet, a 1/2-inch iron rod found at the northeast terminus of Carillon Way (60'

right-of-way), and being the northwest corner of said Lot 22, and continuing for a total distance of **374.66** feet to a 1/2-inch iron rod found for the southwest corner hereof, said point being at the southeast corner of a called 3.20 acre tract conveyed to Faustino Canamero Cardero in Document #2018099283 (O.P.R.T.C.T.), and being in the north line of Lot 50, Block "D" of said Bell Farms, Phase Two-A, and being the southwest corner of said Wier tract;

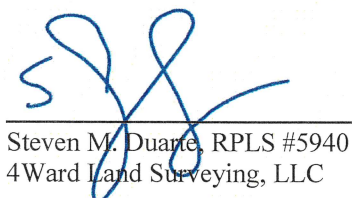
THENCE, in part with the east line of said Cardero tract, in part with the east line of a called 1.0004 acre tract conveyed to Timothy W. Walker, Sr., in Document #2019011268 (O.P.R.T.C.T.), in part with the east line of a called 1.00 acre tract conveyed to Sammie Hutchinson in Volume 11789, Page 292 of the Real Property Records of Travis County, Texas (R.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Aguster Powell in Volume 5086, Page 1826 (D.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Jesse and Barbara Robertson in Volume 8731, Page 506 (R.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Pablo R. and Ana M. Mijares in Document #2014174956 (O.P.R.T.C.T.), in part with the east line of a called 0.25 acre tract conveyed to Anselma and San Juana Castro in Volume 13218, Page 4385 (R.P.R.T.C.T.), said tract described further in Document #2003291901 (O.P.R.T.C.T.), in part with the east line of a called 0.25 acre tract conveyed to Lupe Hernandez in Document #2003291901 (O.P.R.T.C.T.), in part with the east line of a called 0.50 acre tract conveyed to Jose Guadalupe and Soni Hernandez in Document #2002181992 (O.P.R.T.C.T.), said tract described further in Document #2003291901 (O.P.R.T.C.T.), in part with the east line of a called 1.00 acre tract conveyed to Frank D. Muniz in Volume 12117, Page 263 (R.P.R.T.C.T.), said tract described in Volume 2958, Page 888 (D.R.T.C.T.) and in Volume 4998, Page 777 (D.R.T.C.T.), in part with the east line of a called 0.50 acre tract conveyed to Amy G. and Joseph Carlos Deleon in Document #2008194463 (O.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Hilaria Reyes in Volume 11799, Page 26 (R.P.R.T.C.T.), and with the west line of said Wier tract, **N10°53'27"E**, a distance of **1,486.93** feet to a calculated point for an exterior ell-corner hereof, said point being at the common corner of said Greystone tract, said Perez tract and said Reyes tract, from which a 1/2-inch iron pipe found in the south right-of-way line of said US 290, and being the common north corner of said Greystone tract and said Perez tract, and being the northwest corner of said Wier tract bears, **N10°53'27"E**, a distance of 437.05 feet;

THENCE, over and across said Wier tract, with the south and east lines of the Greystone tract, the following two (2) courses and distances:

- 1) **N85°57'43"E**, a distance of **154.15** feet to a 1-inch iron pipe found for an interior ell-corner hereof, and
- 2) **N11°00'39"E**, passing at a distance of 436.36 feet, a 3/8-inch iron rod found, and continuing for a total distance of **437.36** feet to the **POINT OF BEGINNING**, and containing 30.8643 Acres (1,344,450 Square Feet) more or less.

NOTE:

All bearings are based on the Texas State Plane Coordinate System, Grid North, Central Zone (4203); all distances were adjusted to surface using a combined scale factor of 1.000079893396. See attached sketch (reference drawing: 00835.dwg)


Steven M. Duarte, RPLS #5940
4Ward Land Surveying, LLC

7/31/2019





**GORDON WIER,
ET AL**

**ELSIE FRANCES WIER,
A WIDOW**

WARRANTY DEED

THE STATE OF TEXAS *

COUNTY OF TRAVIS *

That WE, GORDON WIER, CAROLYNN WIER LAMB, STEPHEN WIER and CHRYS WIER, not joined herein by our spouses since the property herein conveyed is our separate property and constitutes no part of our homestead, for and in consideration of the sum of TEN AND NO/100 (\$10 00) DOLLARS and other valuable consideration to the undersigned paid by the Grantee herein named, the receipt of which is hereby acknowledged, have GRANTED, SOLD AND CONVEYED, and by these presents do GRANT, SELL AND CONVEY unto ELSIE FRANCES WIER, a Widow, of the County of Travis and State of Texas, all the following described real property lying and being situated in Travis County, Texas, to-wit

All of that certain lot, tract or parcel of land lying and being situated in Travis County, Texas, containing 31 02 acres of land, being a part of that certain tract of 75 67 acres of land out of the Greenberry Gates Survey No 63, Patent No 194, Volume 4, Abstract No 315, described in a Warranty Deed from W R Nabours to Emil Machu dated July 20, 1946, and recorded in Volume 818, Page 76 of the Deed Records of Travis County, Texas, said 31 02 acre tract of land being more particularly described by metes and bounds as follows

BEGINNING at the Southeast corner of that certain tract of 75 67 acres of land described in a Warranty Deed from W R Nabours to Emil Machu, dated July 20, 1946, and recorded in Volume 818, Page 76, of the Deed Records of Travis County, Texas, for the Southeast corner of the 31 02 acres of land herein described,

THENCE with the South line of the said 75 67 acres, N 71 degrees 39' W a distance of 333 0 ft to an iron stake at the Southeast corner of a certain tract of 44 65 acres described in a Warranty Deed from Emil Machu, et ux, to H M Bunte, et ux, dated October 8, 1946, and recorded in Volume 818, Page 442, of the Travis County Deed Records, for the Southwest corner of this tract,

THENCE with the East line of the said 44 65 acres, N 13 degrees 54' E a distance of 1906 93 ft to an iron stake at the Northeast corner of the said 44 65 acre tract in the South right-of-way line of the Elgin-Manor Highway, for the Northwest corner of this tract,

THENCE with the South right-of-way line of the said highway, N 89 degrees 15' E a distance of 940 0 ft to a point for the corner of this tract,

THENCE S 0 degrees 15' E a distance of 168 40 ft to a point in the West line of a 60 ft County Road for a corner of this tract,

THENCE S 60 degrees 00' E 30 0 ft to a point in the center of said County Road for a corner of this tract, said point being in the East line of the said 75 67 acres of land conveyed to Emil Machu, being also the line between the Greenbury Gates Survey No 63 and the A C Caldwell Survey No 52,

THENCE along the East line of the said Machu 75 67 acres, S 30 degrees 00' W a distance of 2096 3 ft to the place of BEGINNING, and containing 31 02 acres of land

SAVE AND EXCEPT 1 50 acres described in the Deed to Elsie Frances Wier dated May 22, 1977, recorded in Volume 585, Page 668 of the Deed Records of Travis County, Texas

This conveyance is executed by Grantors and accepted by Grantee as being subject to all reservations, restrictions, easements, covenants and right of way, which may be duly of record in the office of the County Clerk of Travis County, Texas

TO HAVE AND TO HOLD the above described premises, together with all and singular the rights and appurtenances thereto in anywise belonging, unto the said Grantee, her heirs and assigns forever, and we do hereby bind ourselves, our heirs, executors and administrators to WARRANT AND FOREVER DEFEND all and singular the said premises unto the said Grantee, her heirs and assigns, against every person whomsoever lawfully claiming or to claim the same or any part hereof, except as to the reservations from and exceptions to warranty

EXECUTED this the 4th day of November, 1999

Gordon Wier
GORDON WIER

Carolynn Wier Lamb
CAROLYNN WIER LAMB

Stephen Wier
STEPHEN WIER

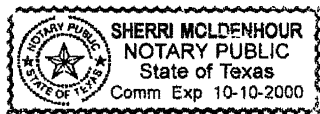
Chrys Wier
CHRYIS WIER

Mailing Address of Each Grantee:

Name: ELSIE FRANCES WIER
Address: 13119 Hwy 290 East
Manor, Texas 78653

STATE OF TEXAS *
*
COUNTY OF Williamson *

This instrument was acknowledged before me on the 10th day of
November, 1999 by GORDON WIER.



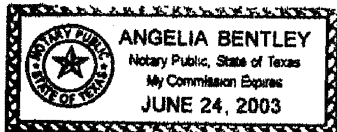
Sherri Moldenhauer
Notary Public, State of Texas

Notary's Printed Name _____

My Commission Expires _____

STATE OF TEXAS *
*
COUNTY OF Harris *

This instrument was acknowledged before me on the 22nd day of
November, 1999 by CAROLYNN WIER LAMB



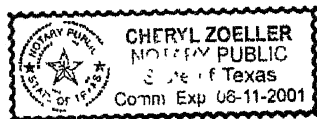
Angelia Bentley
Notary Public, State of Texas

Angelia Bentley
Notary's Printed Name _____

My Commission Expires June 24, 2003

STATE OF TEXAS *
*
COUNTY OF Travis *

This instrument was acknowledged before me on the 1st day of
November, 1999 by STEPHEN WIER.



Cheryl Zoeller
Notary Public, State of Texas

Cheryl Zoeller
Notary's Printed Name _____

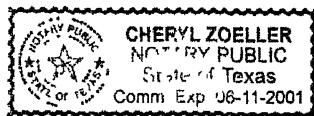
My Commission Expires 6-11-2001

STATE OF TEXAS

COUNTY OF Travis

*
*
*

This instrument was acknowledged before me on the 1st day of November, 1999 by CHRYS WIER.



Cheryl Zoeller
Notary Public, State of Texas

Cheryl Zoeller
Notary's Printed Name

My Commission Expires 6-11-2001

AFTER RECORDING RETURN TO:

PREPARED IN THE LAW OFFICE OF:

~~Marvin Lenz~~
~~P O Box 149~~
~~Taylor, Texas 76574~~
c: hrddeeds@wier

Marvin Lenz
P O Box 149
Taylor, Texas 76574

Return:

William G. Wier
221 Crooked Hollow RD
Elgin, TX 78621

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS

Dana Debeauvoir

12-03-1999 10 35 AM 1999148737
HAYWOODK \$15 00
DANA DEBEAUVOIR, COUNTY CLERK
TRAVIS COUNTY, TEXAS

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

This Services Agreement (the “Agreement”) is entered into between the City of Manor, a Texas municipal corporation (the “City”) and Manor RV Park, LLC, a Texas limited liability company (the “Owner”). The City and the Owner are collectively referred to as the Parties.

WHEREAS, the City intends to institute annexation proceedings for the tract(s) and parcel(s) of land described more fully hereinafter (the “Subject Property”);

WHEREAS, the Owner has requested annexation of the Subject Property and *Section 43.0672 of the Tex. Loc. Gov’t. Code*, requires a written agreement for the provision of services in the area first be entered into between the City and Owner of the Subject Property;

WHEREAS, the City and the Owner agree each 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 the Owner to request annexation and for the Parties to enter into this Agreement for the City to provide the listed services upon annexation and in accordance with this Agreement; and

WHEREAS, it is found that all requirements have been satisfied and the City is authorized by the City Charter and *Ch. 43, Loc. Gov’t. Code*, to annex the Subject Property into the City;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties hereto agree as follows:

Section 1. Property Description. The legal description of the Subject Property is as set forth in Exhibit “A” attached hereto and incorporated herein.

Section 2. Services. The following services will be provided for the Subject Property on the effective date of annexation of the Subject Property:

- (a) **General Municipal Services.** Pursuant to the requests of the Owner and this Agreement, the following services shall be provided immediately from the effective date of the annexation:

- (1) Police protection as follows:

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

- (2) 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.

- (3) Solid waste collection services as follows:

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

- (4) Animal control as follows:

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

- (5) Maintenance of parks and playgrounds within the City.

- (6) Inspection services in conjunction with building permits and routine City code enforcement services by present personnel, equipment and facilities.

- (7) Maintenance of other City facilities, buildings and service.

- (8) Land use regulation as follows:

On the effective date of annexation, the zoning jurisdiction of the City shall be extended to include the Subject Property. It is the City's intent to zone the subject property at the Owner's request in a manner that is not inconsistent with such uses, as provided in the Development Agreement. The Planning & Zoning Commission and the City Council will consider the applicant's request to process a zoning application and zone the Subject Property for such use and development following final annexation of the Subject Property. The Owner shall apply for and obtain zoning for the Subject Property prior to proceeding with the platting of the Subject Property as proposed in the concept plan filed on May 10, 2019. The Owner may not obtain approval of preliminary plans until such time as the zoning for the proposed use(s) has been obtained and the Owner agrees to develop in compliance with the City ordinances, rules and regulations within the city limits as set forth in more detail in the Development Agreement, and zoning approved by the City.

- (b) **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 Agreement:

- (1) Water service and maintenance of water facilities as follows:

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

- (B) 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 CCN for the Subject Property, or portions thereof as applicable, or 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. The Subject Property Owner shall construct the internal water lines and be responsible for the costs of line extension and construction of such facilities necessary to provide water service to the subject property as required in City ordinances, if applicable. 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, if agreed to by the CCN holder. 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, as permitted by the CCN holder. The ordinances of the City in effect at the time a request for service is submitted shall govern the costs and request for service, except as provided by the Development Agreement.

(2) Wastewater service and maintenance of wastewater facilities as follows:

- (A) Inspection of sewer lines as provided by statutes of the State of Texas.
- (B) 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 be responsible for the costs of line extension. The number of LUEs exceeds the City's Capital Improvement Plan and the planned ultimate buildout of the Subject Property, as a result the City will need to oversize and expand the Bell Farms lift station under an accelerated schedule. The City shall be responsible for the oversize and expansion of the Bell Farms lift station and is responsible for the cost of any upgrades to its wastewater treatment plant. 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, except as provided by the Development Agreement.

(3) Maintenance of streets and rights-of-way as appropriate as follows:

- (A) 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 existing streets and roads will be limited as follows:
 - (i) Emergency maintenance of streets, repair of hazardous potholes, measures necessary for traffic flow, etc.; and
 - (ii) Routine maintenance as presently performed by the City.
- (B) The outer boundaries of the Subject Property abut existing roadways. The Owner agrees that no improvements are required by the City on such roadways to service the Subject Property.

(c) **Capital Improvements.** Construction of the following capital improvements shall be initiated by the City after the effective date of the annexation: oversizing of the Bell Farms lift station. Upon development of the Subject Property, the Owner will be responsible for the development costs the same as a developer in a similarly situated area.

Section 3. Conflicts. In the event of a conflict between this Agreement and the Development Agreement for the Subject Property, the terms and provisions of the Development Agreement shall govern and control.

Section 4. Term. The term of this Agreement (the “Term”) is ten (10) years from the Effective Date.

Section 5. Vested Rights Claims. This Agreement is not a permit for the purposes of Chapter 245, Texas Local Government Code.

Section 6. Authorization. All parties and officers signing this Agreement warrant to be duly authorized to execute this Agreement.

Section 7. Covenant Running with the Land. This Agreement shall run with the Subject Property, and this Agreement shall be recorded in the Official Public Records of Travis County, Texas. The Owner and the City acknowledge and agree that this Agreement is binding upon the City and the Owner and their respective successors, executors, heirs, and assigns, as applicable, for the term of this Agreement.

Section 8. Severability. If any provision of this Agreement is held by a court of competent and final jurisdiction to be invalid or unenforceable for any reason, then the remainder of the Agreement shall be deemed to be valid and enforceable as if the invalid portion had not been included.

Section 9. Amendment and Modifications. This Agreement may be amended or modified only in a written instrument that is executed by both the City and the Owner after it has been authorized by the City Council.

Section 10. Gender, Number and Headings. Words of any gender used in this Agreement shall be held and construed to include any other gender, and words in the singular number shall be held to include the plural, unless the context otherwise requires. The headings and section numbers are for convenience only and shall not be considered in interpreting or construing this Agreement.

Section 11. Governmental Immunity; Defenses. Nothing in this Agreement shall be deemed to waive, modify, or amend any legal defense available at law or in equity to either the City or Owner, including governmental immunity, nor to create any legal rights or claims on behalf of any third party.

Section 12. Enforcement; Waiver. This Agreement may be enforced by Owner or the City by any proceeding at law or in equity. Failure to do so shall not be deemed a waiver to enforce the provisions of this Agreement thereafter.

Section 13. Effect of Future Laws. No subsequent change in the law regarding annexation shall affect the enforceability of this Agreement.

Section 14. Venue and Applicable Law. Venue for this Agreement shall be in Travis County, Texas. This Agreement shall be construed under and in accordance with the laws of the State of Texas.

Section 15. Counterparts. This Agreement may be separately executed in individual counterparts and, upon execution, shall constitute one and same instrument.

Section 16. Effective Date. This Agreement shall be in full force and effect as of the date of approval of this Agreement by the City Council, from and after its execution by the parties.

Section 17. Sections to Survive Termination. This Agreement shall survive its termination to the extent necessary for the implementation of the provisions related to water service to the Subject Property by the City.

[signature pages follow]

Entered into this ____ day of _____, 2019.

CITY:

THE CITY OF MANOR,
a Texas municipal corporation

Rita G. Jonse, Mayor

ATTEST:

Lluvia T. Almaraz, City Secretary

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

THIS INSTRUMENT is acknowledged before me on this ____ day of _____, 2019, by Rita G. Jonse, as Mayor of the City of Manor, Texas and attested to by Lluvia T. Almaraz, City Secretary of the City of Manor, Texas, on behalf of the City.

(SEAL)

Notary Public – State of Texas

OWNER:

MANOR RV PARK, LLC,
a Texas limited liability company

By: Laureate Capital Management, LLC, its
Managing Member

By: _____
Jeremy Boynton, Managing Member

THE STATE OF TEXAS §

COUNTY OF TRAVIS §

This instrument was acknowledged before me on this _____ day of _____, 2019, by
Jeremy Boynton, Managing Member of Laureate Capital Management, LLC, the Managing Member of
Manor RV Park, LLC, a Texas limited liability company, on behalf of said company.

(SEAL)

Notary Public – State of Texas

AFTER RECORDING RETURN TO:

City of Manor
Attn: City Secretary
105 East Eggleston Street
Manor, TX 78653

EXHIBIT "A"

Legal Description of Subject Property

Exhibit "A" – Legal Description

BEING A DESCRIPTION OF A TRACT OF LAND CONTAINING 30.8643 ACRES (1,344,450 SQUARE FEET) OUT OF THE GREENBERRY GATES SURVEY NO. 63, ABSTRACT NO. 315, IN TRAVIS COUNTY, TEXAS, BEING ALL OF A CALLED 31.02 ACRE TRACT CONVEYED TO ELSIE FRANCES WIER IN DOCUMENT #1999148737 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS (O.P.R.T.C.T.), SAVE AND EXCEPT A 1.5 CALLED ACRE TRACT CONVEYED TO GREYSTONE HOLDINGS, LLC, IN DOCUMENT #2005016761 (O.P.R.T.C.T.), SAID 30.8643 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:



PO Box 90876
Austin, TX 78709
512.554.3371
jward@4wardls.com
www.4wardls.com

BEGINNING, at a 1/2-inch iron rod with "4Ward Boundary" cap set in the south right-of-way line of US Highway 290 (240' right-of-way), and being the northeast corner of said Greystone tract, and being the northwest corner of the remainder of said Wier tract, for the northwest corner and **POINT OF BEGINNING** hereof, from which a 3/8-inch iron rod found bears, S11°00'39"W, a distance of 1.00 feet, and also from which, a 1/2-inch iron pipe found in the south right-of-way line of said US 290, and being the northeast corner of a called 1.002 acre tract partially conveyed to Daniel Perez in Document #2012110051 (O.P.R.T.C.T.), and to Celia Enriquez-Felipe in Document #2015030029 (O.P.R.T.C.T.), and being the northwest corner of said Greystone tract, and being the northwest corner of said Wier tract bears, S85°56'14"W, a distance of 155.12 feet;

THENCE, with the south right-of-way line of said US 290 and the north line of said Wier tract, the following three (3) courses and distances:

- 1) **N85°56'14"E**, a distance of **778.45** feet to a disturbed TxDot Type 1 concrete monument found for the northeast corner hereof, and
- 2) **S03°55'51"E**, a distance of **158.46** feet to a leaning TxDot Type 1 concrete monument found for an angle point hereof, said point being in the called west line of an abandoned County Road (no dedication/vacation information found), and
- 3) **S61°43'23"E**, a distance of **30.06** feet to a 1/2-inch iron rod found for an angle point hereof, said point being in the called centerline of said abandoned County Road, and being a corner in the east line of said Wier tract;

THENCE, with the called centerline of said abandoned County Road and the east line of said Wier tract, **S27°05'58"W**, a distance of **1,791.29** feet to a 1/2-inch iron rod with "4Ward Boundary" cap set for an angle point hereof, said point being at the intersection of the west line of a called 94.339 acre tract conveyed to Ginsel Family Ltd., in Document #2006248015 (O.P.R.T.C.T.), said tract being described by metes and bounds in Document #2004055639 (O.P.R.T.C.T.), and in Volume 3120, Page 698 of the Deed Records of Travis County, Texas (D.R.T.C.T.), with the called centerline of said abandoned County Road and the east line of said Wier tract;

THENCE, with the west line of said Ginsel tract, in conflict with the called centerline of said abandoned County Road and the east line of said Wier tract, **S27°58'47"W**, a distance of **334.74** feet to a 1/2-inch iron rod with "4Ward Boundary" cap set for the southeast corner hereof, said point being at the intersection of the north line of Lot 22, Block I of Bell Farms, Phase Two-A, recorded in Document #200700061 (O.P.R.T.C.T.), with the west line of said Ginsel tract, from which a 1/2-inch iron rod with illegible cap found for the southwest corner of said Ginsel tract, and being the northwest corner of Lot 83, Block C of Final Plat of Carriage Hills Section Three, recorded in Document #201000127 (O.P.R.T.C.T.) bears, S27°58'47"W, a distance of 166.08 feet, and also from which, a calculated point for the northeast corner of said Lot 22, and being the southeast corner of said Wier tract bears, S73°23'16"E, a distance of 5.23 feet;

THENCE, with the common line of said Bell Farms, Phase Two-A, and said Wier tract, **N73°23'16"W**, passing at a distance of 173.07 feet, a 1/2-inch iron rod found at the northeast terminus of Carillon Way (60'

right-of-way), and being the northwest corner of said Lot 22, and continuing for a total distance of **374.66** feet to a 1/2-inch iron rod found for the southwest corner hereof, said point being at the southeast corner of a called 3.20 acre tract conveyed to Faustino Canamero Cardero in Document #2018099283 (O.P.R.T.C.T.), and being in the north line of Lot 50, Block "D" of said Bell Farms, Phase Two-A, and being the southwest corner of said Wier tract;


THENCE, in part with the east line of said Cardero tract, in part with the east line of a called 1.0004 acre tract conveyed to Timothy W. Walker, Sr., in Document #2019011268 (O.P.R.T.C.T.), in part with the east line of a called 1.00 acre tract conveyed to Sammie Hutchinson in Volume 11789, Page 292 of the Real Property Records of Travis County, Texas (R.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Aguster Powell in Volume 5086, Page 1826 (D.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Jesse and Barbara Robertson in Volume 8731, Page 506 (R.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Pablo R. and Ana M. Mijares in Document #2014174956 (O.P.R.T.C.T.), in part with the east line of a called 0.25 acre tract conveyed to Anselma and San Juana Castro in Volume 13218, Page 4385 (R.P.R.T.C.T.), said tract described further in Document #2003291901 (O.P.R.T.C.T.), in part with the east line of a called 0.25 acre tract conveyed to Lupe Hernandez in Document #2003291901 (O.P.R.T.C.T.), in part with the east line of a called 0.50 acre tract conveyed to Jose Guadalupe and Soni Hernandez in Document #2002181992 (O.P.R.T.C.T.), said tract described further in Document #2003291901 (O.P.R.T.C.T.), in part with the east line of a called 1.00 acre tract conveyed to Frank D. Muniz in Volume 12117, Page 263 (R.P.R.T.C.T.), said tract described in Volume 2958, Page 888 (D.R.T.C.T.) and in Volume 4998, Page 777 (D.R.T.C.T.), in part with the east line of a called 0.50 acre tract conveyed to Amy G. and Joseph Carlos Deleon in Document #2008194463 (O.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Hilaria Reyes in Volume 11799, Page 26 (R.P.R.T.C.T.), and with the west line of said Wier tract, **N10°53'27"E**, a distance of **1,486.93** feet to a calculated point for an exterior ell-corner hereof, said point being at the common corner of said Greystone tract, said Perez tract and said Reyes tract, from which a 1/2-inch iron pipe found in the south right-of-way line of said US 290, and being the common north corner of said Greystone tract and said Perez tract, and being the northwest corner of said Wier tract bears, **N10°53'27"E**, a distance of 437.05 feet;

THENCE, over and across said Wier tract, with the south and east lines of the Greystone tract, the following two (2) courses and distances:

- 1) **N85°57'43"E**, a distance of **154.15** feet to a 1-inch iron pipe found for an interior ell-corner hereof, and
- 2) **N11°00'39"E**, passing at a distance of 436.36 feet, a 3/8-inch iron rod found, and continuing for a total distance of **437.36** feet to the **POINT OF BEGINNING**, and containing 30.8643 Acres (1,344,450 Square Feet) more or less.

NOTE:

All bearings are based on the Texas State Plane Coordinate System, Grid North, Central Zone (4203); all distances were adjusted to surface using a combined scale factor of 1.000079893396. See attached sketch (reference drawing: 00835.dwg)


7/31/2019
Steven M. Duarte, RPLS #5940
4Ward Land Surveying, LLC



**AGENDA ITEM SUMMARY FORM**

PROPOSED MEETING DATE: October 16, 2019

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on a resolution supporting the extension of US Highway 290 East Tollway - Phase IV into the City Limits and Eastward; and providing for related matters.

BACKGROUND/SUMMARY:

Several years ago a meeting was held to discuss the aesthetics of bridge icons for the Manor area. Many citizens attended the meeting and basically because of their protested desire for toll roads in general the project for sections of the tollroad through Manor were shelved. The City was in favor of the tollway but the opposition was generally associated with the City over the following years. On several occasions I have expressed the city's desire to promote the tollway through Manor as have previous City Managers. In recent discussion with other agencies I was surprised to hear that the same opinion was held by agencies that the City of Manor opposed the toll way.

In order to promote and ratify the city's position on the extension of the toll way through Manor, (Manor Expressway Phase IV) it was determined that a Resolution approved by Council would encourage the agencies involved to look again at Phase 4.

I worked with Senator Watson (letter attached) to generally support the tollway to begin the process and then talk about design aspects that we would encourage in later stages of the approval and funding process.

PRESENTATION: ☐YES ☒NO

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

Resolution No. 2019-14

Senator Watson Support Letter

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve Resolution No. 2019-14 supporting the extension of US Highway 290 East Tollway - Phase IV into the City Limits and Eastward; and providing for related matters.

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

RESOLUTION NO. 2019-14

A RESOLUTION OF THE CITY OF MANOR, TEXAS, PROVIDING SUPPORT AND COMMENTS FOR EXTENDING US HIGHWAY 290 EAST TOLLWAY - PHASE IV, INTO THE CITY LIMITS AND EASTWARD; AND RECOGNIZING THE RECENT POPULATION INCREASES IN THE AREA, THE NUMBER OF MOTORISTS NOW UTILIZING US HIGHWAY 290 EAST AND THE EFFECTS ON LOCAL TRAFFIC AND CITIZENS OF THE CITY; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, population growth in central Texas has continued at historic levels and as a result, the City of Manor (the “City”) has experienced unprecedented increases in traffic volume and the number of motorists navigating US Highway 290;

WHEREAS, as configured currently, US Highway 290 Tollway ends at or near the western limits of the City, requiring all eastbound motorists traveling along that portion of US Highway 290 to reduce speed, navigate intersections and stop lights as they proceed through the City; and

WHEREAS, the City Council of the City still supports this type roadway extension and traffic improvement design;

WHEREAS, the City Council of the City also supports and requests the initiation of the required environmental assessment process to begin in earnest to facilitate forward progress on this needed roadway project;

WHEREAS, the City Council finds the tollway design and extension of the US Highway 290 Tollway Phase IV, through the City, is beneficial to the health, safety, welfare of the City, it’s citizens and the thousands of passing motorists utilizing that portion of roadway daily;

WHEREAS, the City Council of the City finds that it is in the best interest of the economic health and viability of City and the properties and developments located therein, which in turn benefits the economic health of the County, the region, and the State, that an extension of the current US Highway 290 Tollway Phase IV be considered, allowing for a more direct, expeditious route through the City and surrounding areas; and

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

SECTION 1. The foregoing recitals are all true and correct and are hereby approved and adopted.

SECTION 2. The City Council of the City herein calls for the proper roadway authority to consider an extension of US Highway 290 Phase IV Tollway through the City.

SECTION 3. It is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

PASSED AND APPROVED this the 16th day of October 2019.

THE CITY OF MANOR, TEXAS

Rita G. Jonse,
Mayor

ATTEST:

Lluvia T. Almaraz,
City Secretary



KIRK WATSON
STATE SENATOR • DISTRICT 14

NOMINATIONS - VICE CHAIR
EDUCATION
FINANCE
HIGHER EDUCATION

October 9, 2019

City of Manor
Mayor and City Council
P.O. Box 387
Manor, TX 78653

Mayor Jonse and Manor City Council Members:

For well over a year now, my office has been hearing from enthusiastic residents about the need to extend the Manor Expressway. They are tired of dealing with the increased traffic through the heart of the City of Manor and want an option to get out of congestion. They are also concerned about new construction limiting future expansion.

As you might recall, this conversation started over a decade ago, when it was decided, as a result of significant opposition to the Expressway going through the City, that the Expressway would end west of town. Times have changed and congestion is much worse. With the rapid growth in Central Texas, and the increase in population that promises to continue multiplying in the years to come, now is the time to revisit the idea of extending the Expressway through the City of Manor.

I encourage you to take a stand for your constituents who are seeking relief from traffic and allow them the option to use a toll road. It is my understanding that you will consider passing a resolution calling for Phase IV of the Manor Expressway to be constructed, extending it to the east side of town. I encourage you to do this and ask that you then share this statement of commitment with the Texas Department of Transportation, the Central Texas Regional Mobility Authority and the Capital Area Metropolitan Planning Organization.

Please call on me if I may be of assistance to you.

Sincerely,

A handwritten signature in black ink that reads "Kirk Watson".

Kirk Watson

CC: Thomas M. Bolt, City Manager