



Dr. Larry Wallace Jr., Mayor
Deja Hill, Place 5, Mayor Pro Tem
Emily Hill, Place 1
Maria Amezcua, Place 2
Dr. Christopher Harvey, Place 3
Danny Scarbrough, Place 4
Valerie Dye, Place 6

**CITY COUNCIL
REGULAR MEETING
AGENDA**

Via Telephone/Video Conference

Wednesday, May 20, 2020

7:00 p.m.

Manor City Hall – Council Chambers
105 E. Eggleston Street

In accordance with an order of the Office of the Governor issued March 16, 2020, the City Council will conduct this meeting by video conference in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the COVID-19. There will be no public access to the location described above.

This meeting will be live streamed on Facebook live.

You can access the meeting at <https://www.facebook.com/cityofmanor/>

Instructions for Public Speaking:

- Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting www.cityofmanor.org where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to publiccomments@cityofmanor.org. Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

Upon receiving instructions to join zoom meeting the following rules will apply:

- All speakers must address their comments to the Mayor rather than to individual Council Members or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed three (3) minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PLEDGE OF ALLEGIANCE

PROCLAMATIONS

- A. Declaring the week of May 10-16, 2020, as “*Police Week*”
- B. Declaring the month of May 2020, as “*National Preservation Month*”
- C. Declaring the month of May 2020, as “*Asian/Pacific American Heritage Month*”
- D. Declaring the month of May 2020, as “*National Foster Care Month*”

PUBLIC COMMENTS

Comments will be taken from the audience participating in zoom meeting 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 register and submit the speaker card following the instructions for public speaking above.

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.

1. Consideration, discussion, and possible action to approve the City Council Minutes of the May 4, 2020, Called Special Session. Lluvia T. Almaraz,
City Secretary
2. Consideration, discussion, and possible action on the acceptance of the April 2020 Departmental Reports: Thomas Bolt,
City Manager
 - Police – Ryan Phipps, Chief of Police
 - Development Services – Scott Dunlop, Asst. Dev. Services Director
 - Community Development – Debbie Charbonneau, CD. Manager
 - Municipal Court – Sarah Friberg, Court Clerk
 - Public Works – Michael Tuley, Director of Public Works
 - Finance – Lydia Collins, Director of Finance
 - City Manager’s Report

PUBLIC HEARINGS

- | | |
|--|--|
| 3. Conduct a public hearing upon a Concept Plan for the Las Entradas Subdivision, one (1) lot on 9.973 acres more or less, located near US Hwy 290 E and Gregg Manor Road, Manor, TX. | Scott Dunlop,
Asst. Dev.
Services Director |
| 4. Conduct a public hearing upon a Rezoning Application for Lots 4 and 5, Block 43, Town of Manor, locally known as 101 West Boyce Street from Single Family (SF-1) to Neighborhood Business (NB). | Scott Dunlop,
Asst. Dev.
Services Director |

REGULAR AGENDA

- | | |
|---|--|
| 5. Consideration, discussion, and possible action on a Rezoning Application for Lots 4 and 5, Block 43, Town of Manor, locally known as 101 West Boyce Street from Single Family (SF-1) to Neighborhood Business (NB).
Applicant: Michael Benitez Owner: AZ General Contractors, LLC | Scott Dunlop,
Asst. Dev.
Services Director |
| 6. Consideration, discussion, and possible action on a Concept Plan for the Las Entradas Subdivision, one (1) lot on 9.973 acres more or less, located near US Hwy 290 E and Gregg Manor Road, Manor, TX. Applicant: Carlson, Brigrance, & Doering, Inc. Owner: Manor Apartments, LLC | Scott Dunlop,
Asst. Dev.
Services Director |
| 7. 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 |
| 8. Consideration, discussion, and possible action on a resolution authorizing the Manor Police Department to apply for the Coronavirus Emergency Supplemental Funding Program (CESF) through the Office of the Governor, Public Safety Office. | James Allen,
Lieutenant |
| 9. Consideration, discussion, and possible action on an ordinance adopting an Amended Annual Budget for the City of Manor for fiscal year beginning October 1, 2019 and ending September 30, 2020. | Thomas Bolt,
City Manager |
| 10. Acknowledge the resignation of Council Member, Place 6 Valerie Dye and declare a vacancy. | Thomas Bolt,
City Manager |
| 11. Consideration, discussion, and possible action on the appointment of one (1) Council Member to serve on an unexpired term of the Budget Committee. | Thomas Bolt,
City Manager |
| 12. Consideration, discussion, and possible action on the appointment of one (1) Council Member to serve on an unexpired term of the Park Committee and Public Tree Advisory Board. | Thomas Bolt,
City Manager |
| 13. Consideration, discussion, and possible action on the appointment of a Chairperson on the Public Tree Advisory Board. | Thomas Bolt,
City Manager |

14. Consideration, discussion, and possible action on extending the temporarily waiver for utility late fees and credit card processing fee for utility payments.

Thomas Bolt,
City Manager

EXECUTIVE SESSION

The City Council will now convene 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 – Discussion of Place 6 vacancy

OPEN SESSION

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

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, May 15, 2020, 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 lamaraz@cityofmanor.org



PROCLAMATION

Recognizing National Police Week 2020 and honoring the service and sacrifice of those law enforcement officers killed in the line of duty while protecting U.S. communities and safeguarding our democracy.

WHEREAS, there are approximately 800,000 law enforcement officers serving in communities across the United States, including all dedicated *MANOR PEACE OFFICERS*; and

WHEREAS, since the first recorded line of duty death in 1786, 22,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

WHEREAS, 307 names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 135 officers killed in 2019, and 172 officers killed in previous years; and

WHEREAS, of the 135 officers killed in 2019 on average left behind two children; and

WHEREAS, Texas and municipalities were second in the nation with the most officer fatalities; and

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 32nd Annual Candlelight Vigil, on the evening of May 13, 2020 in the Nation's Capital.

NOW, THEREFORE, I, Dr. Larry Wallace Jr., Mayor of the City of Manor, and on behalf of the Manor City Council, do hereby proclaim the week of May 10-16, 2020, as:

“POLICE WEEK”

in *THE CITY OF MANOR*, and publicly salutes the service of law enforcement officers in our community and in communities across the nation; and *BE IT FURTHER RESOLVED* that the downtown Manor water tower shall be lit in blue from May 10th to May 16th, 2020.

PROCLAIMED this the 20th day of May 2020

Dr. Larry Wallace Jr., Mayor
City of Manor



PROCLAMATION

Whereas, The National Trust for Historic Preservation established May as Historic Preservation Month in 1973, as a way to promote historic places for the purpose of instilling nation and community pride, promoting heritage tourism, and showing the social and economic benefits of historic preservation; and

Whereas, Historic Preservation Month can instill awareness of the local historically significant buildings and landmarks to the residents of Manor and surrounding communities; and

Whereas, historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

Whereas, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people.

Now, Therefore, I, Dr. Larry Wallace Jr., Mayor of the City of Manor, and on behalf of the Manor City Council, do hereby proclaim the month of May 2020 as:

“National Preservation Month”

and call upon the people of Manor to join their fellow citizens across the United States in recognizing and participating in the special observation.

Proclaimed this the 20th day of May 2020

Dr. Larry Wallace Jr., Mayor
City of Manor



PROCLAMATION

WHEREAS, During Asian American and Pacific Islander Heritage Month, we celebrate the indelible mark these individuals have left on our culture and pay tribute to the myriad ways in which they continue to strengthen our Nation; and

WHEREAS, Americans of Asian and Pacific Islander descent have made significant contributions to every aspect of our society, from business and politics to literature and the arts; and

WHEREAS, Asian Americans and Pacific Islanders have a rich heritage thousands of years old and have both shaped the history of the United States and had their lives dramatically influenced by moments in its history; and

WHEREAS, this month, we recognize the more than 20 million Americans of Asian and Pacific Islander descent who make irreplaceable contributions to our Nation's economy, security, and culture.

NOW THEREFORE, I, Dr. Larry Wallace Jr., Mayor of the City of Manor, Texas, and on behalf of the Manor City Council, do hereby proclaim the month of May 2020 as:

"Asian/Pacific American Heritage Month"

in the City of Manor and encourage all citizens to learn more about those of Asian American, Native Hawaiian, and Pacific Islander heritage and to observe this month with appropriate programs and activities.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Manor to be affixed this 20th day of May 2020.

Dr. Larry Wallace Jr., Mayor
City of Manor



PROCLAMATION

Whereas, During National Foster Care Month, we honor the selfless men and women who open their homes to nurture at-risk children and promote healing, unification, and family-based empowerment; and

Whereas, all children deserve a stable, supportive, and loving home in which to grow, thrive, and realize their full potential; and

Whereas, with over 400,000 children in the foster care system at any given time, and a new child placed into care every 2 minutes, the need for support services, essential items and foster parents is high. Foster children have an uphill battle with startling statistics to overcome and need the support of our communities across the country.

Whereas, we acknowledge with gratitude the selfless citizens who open their hearts and homes to children in need and the organizations that tirelessly support foster and kinship caregivers. Together, they are giving hope and the promise of a better tomorrow to countless children and families.

Now, Therefore, I, Dr. Larry Wallace Jr., Mayor of the City of Manor, Texas, and on behalf of the Manor City Council, do hereby proclaim the month of May 2020, as:

“National Foster Care Month”

in the City of Manor and we encourage all citizens to invest in the lives of children and to provide them with unconditional love, support, guidance, and every available resource to ensure their health and well-being.

In Witness Whereof, I have hereunto set my hand and caused to be affixed the seal of the City of Manor on this 20th day of May 2020.

Dr. Larry Wallace Jr., Mayor
City of Manor



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

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 May 4, 2020, Called Special Session.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

May 4, 2020, Called Special Session

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the City Council Minutes of the May 4, 2020, Called Special Session.

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



**CITY COUNCIL
CALLED SPECIAL SESSION MINUTES
MAY 4, 2020**

PRESENT:

Dr. Larry Wallace Jr., Mayor

COUNCIL MEMBERS:

Emily Hill, Place 1
Maria Amezcua, Place 2
Dr. Christopher Harvey, Place 3
Danny Scarbrough, Place 4
Deja Hill, Mayor Pro Tem, Place 5
Valerie Dye, Place 6 (Absent)

CITY STAFF:

Thomas Bolt, City Manager
Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Lydia Collins, Director of Finance

SPECIAL SESSION – 1:00 P.M.

With a quorum of the Council Members present, the special session of the Manor City Council was called to order by Mayor Dr. Larry Wallace Jr. at 1:00 p.m. on Monday, May 4, 2020, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

Mayor Dr. Wallace Jr. led the Pledge of Allegiance.

PUBLIC COMMENTS

No one appeared to speak at this time.

CONSENT AGENDA

1. Consideration, discussion, and possible action to approve the City Council Minutes of the April 23, 2020, Called Special Session.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Emily Hill, to approve and adopt all items on the Consent Agenda.

Mayor Wallace Jr. open the floor for any questions to the motion.

There was no discussion.

Motion to approve carried 6-0

REGULAR AGENDA

2. Consideration, discussion, and possible action to recognize Manor's Response to COVID-19.

The City staff recommended that the City Council recognize Manor's Response to COVID-19.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Emily Hill, to recognize Manor's Response to COVID-19.

Mayor Wallace Jr. open the floor for any questions to the motion.

The discussion was held regarding local testing within the City of Manor.

There was no further discussion.

Motion to approve carried 6-0

3. Consideration, discussion, and possible action on an ordinance amending the Code of Ordinances to create the Emergency Management Committee.

The City staff's recommendation was that the City Council approve Ordinance No. 574 amending the Code of Ordinances to create the Emergency Management Committee.

City Manager Bolt discussed the Emergency Management Committee for the City of Manor. He stated the committee shall be composed of five members, the City Manager, Chief of Police and two (2) City Council Members.

Council Member Scarbrough volunteered to be part of the Committee.

MOTION: Upon a motion made by Mayor Pro Tem Deja Hill and seconded by Council Member Scarbrough, to approve Ordinance No. 574 amending the Code of Ordinances to create the Emergency Management Committee.

Mayor Wallace Jr., suspended the motion to include two (2) Council Members for the Committee.

Mayor Wallace Jr., opened the floor for additional volunteers.

Council Member Amezcua volunteered to be part of the Committee.

Mayor Wallace Jr., nominated Council Member Dr. Harvey to be part of the Committee.

Council Member Amezcua withdrew her request.

The discussion was held regarding the term limit for the Committee.

The discussion was held regarding the commitment to the Committee.

MOTION: Upon a motion made by Mayor Pro Tem Deja Hill and seconded by Council Member Amezcua, to approve Ordinance No. 574 amending the Code of Ordinances to create the Emergency Management Committee and appoint Council Member Scarbrough and Council Member Dr. Harvey to the Committee for a one-year term.

Mayor Wallace Jr. open the floor for any questions to the motion.

There was no further discussion.

Motion to approve carried 6-0

4. Consideration, discussion, and possible action on a resolution authorizing the City of Manor to submit an application for St. David's Foundation Grant Program to provide funding to the City of Manor's locally qualified volunteer programs.

The City staff's recommendation was that the City Council Resolution No. 2020-04 authorizing the City of Manor to submit an application for St. David's Foundation Grant Program to provide funding to the City of Manor's locally qualified volunteer programs.

Director of Finance Collins discussed the application for St. David's Foundation Grant Program. She stated the total grant would be for the amount of \$250,000.

The discussion was held regarding the grant application process for 501 (c)(3) organizations.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Emily Hill, to approve Resolution No. 2020-04 authorizing the City of Manor to submit an application for St. David's Foundation Grant Program to provide funding to the City of Manor's locally qualified volunteer programs.

Mayor Wallace Jr. open the floor for any questions to the motion.

The discussion was held regarding the grant process.

There was no further discussion.

Motion to approve carried 6-0

5. Consideration, discussion, and possible action on the sale of Manor's Police Department equipment to include a 2014 Chevy Tahoe to Manor ISD for filling vacancies in their police vehicle fleet.

The City staff's recommendation was that the City Council approve the sale of Manor's Police Department equipment to include a 2014 Chevy Tahoe to Manor ISD for filling vacancies in their police vehicle fleet.

Chief of Police Phipps discussed the sale of a 2014 Chevy Tahoe to Manor ISD that would include certain equipment excluding the transfer of the Police radio, in-car camera system MDC mount.

MOTION: Upon a motion made by Council Member Dr. Harvey and seconded by Council Member Emily Hill, to approve the sale of Manor's Police Department equipment to include a 2014 Chevy Tahoe to Manor ISD for filling vacancies in their police vehicle fleet.

Mayor Wallace Jr. open the floor for any questions to the motion.

The discussion was held regarding the amount of sale for the 2014 Chevy Tahoe would be \$10,000.

There was no further discussion.

Motion to approve carried 6-0

6. Consideration, discussion, and possible action on the Annual Audit of the Basic Financial Statements of the City of Manor, Texas for the year ended September 30, 2019.

The City staff's recommendation was that the City Council approve the Annual Audit of the Basic Financial Statements of the City of Manor, Texas for the year ended September 30, 2019.

Director of Finance Collins discussed the Annual Audit for the City of Manor.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Dr. Harvey, to approve the Annual Audit of the Basic Financial Statements of the City of Manor, Texas for the year ended September 30, 2019.

Mayor Wallace Jr. open the floor for any questions to the motion.

The discussion was held regarding the process of the Audit.

The discussion was held regarding the years of audit services with Atchley & Associates, LLP.

The discussion was held regarding the meaning of Special Revenue on the report.

The discussion was held regarding the limited policies and procedures for the City regarding funding.

The discussion was held regarding the opinions and findings from the Auditors.

The discussion was held regarding the process if Council did not accept the audit report.

The discussion was held regarding internal controls for city purchases.

Council Member Amezcua assured that as a Budget Committee Member she reviews all line items that are presented and compares amounts to previous audit reports.

Director of Finance Collins stated she was always available for any questions or concerns the Council may have regarding finances.

There was no further discussion.

Motion to approve carried 6-0

ADJOURNMENT

The Special Session of the Manor City Council Adjourned at 1:34 p.m. on Monday, May 4, 2020.

These minutes approved by the Manor City Council on the 20th day of May 2020.

APPROVED:

Dr. Larry Wallace Jr.
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Draft Minutes



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the acceptance of the April 2020 Departmental Reports.

BACKGROUND/SUMMARY:

- Police – Ryan Phipps, Chief of Police
- Development Services – Scott Dunlop, Asst. Development Services Director
- Community Development - Debbie Charbonneau, Community Development Manager
- 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

April 2020 Departmental Reports

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve and accept the April 2020 Departmental Reports.

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



Manor Police Department

Monthly Council Report

Ryan S. Phipps - Chief of Police

Date of Meeting:

5/20/2020

April 2020

Activity	Reported Month	Same month Prior year	Percentage difference		
Calls for Service	1875	1496	25.3↑	Patrol Car Rental	
Average CFS per day	62.5	49.8	25.5↑	Last Month	\$1,983
Open Cases	30	19	57.8↑	YTD	\$9,418
Charges Filed	25	62	59.6↓		
Alarm Responses	35	49	28.5↓		
Drug Cases	3	25	88↓		
Family Violence	12	9	33.3↑		
Arrests Fel/Misd	15Fel/10Misd	21Fel/41 Misd	28.5↓ Fel/75.6↓ Misd		
Animal Control	4	33	87.8↓		
Traffic Accidents	30	44	31.8↓		
Vehicle Impounds	23	57	59.6↓		
DWI Arrests	6	6	0		
Traffic Violations	7	431	98.3↓		
Ordinance Violations	21	17	23.5↑		
Victim Services cases	30	33	9↓		
Total victims served	27	44	38.6↓		
Laboratory Submissions	4	9	55.5↓		

Notes:

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

April 1-30, 2020

Description	Projects	Valuation	Fees	Detail
Commercial Plumbing	1	\$1,425.00	\$107.00	
Commercial Tenant Finish-Out	1		\$172.00	Dennis Security
Residential Deck/Patio	2	\$15,950.00	\$336.00	
Residential Electric	9	\$122,401.65	\$963.00	
Residential Irrigation	63	\$121,416.80	\$6,741.00	
Residential Mechanical-HVAC	3	\$26,979.00	\$321.00	
Residential New	13	\$3,408,582.80	\$83,969.80	
Residential Plumbing	3	\$5,900.00	\$321.00	
Residential Swimming Pool/Spa	1	\$78,000.00	\$402.00	
Totals	96	\$3,780,655.25	\$93,332.80	

Total Certificate of Occupancies Issued: 75

Total Inspections(Comm & Res): 1,529

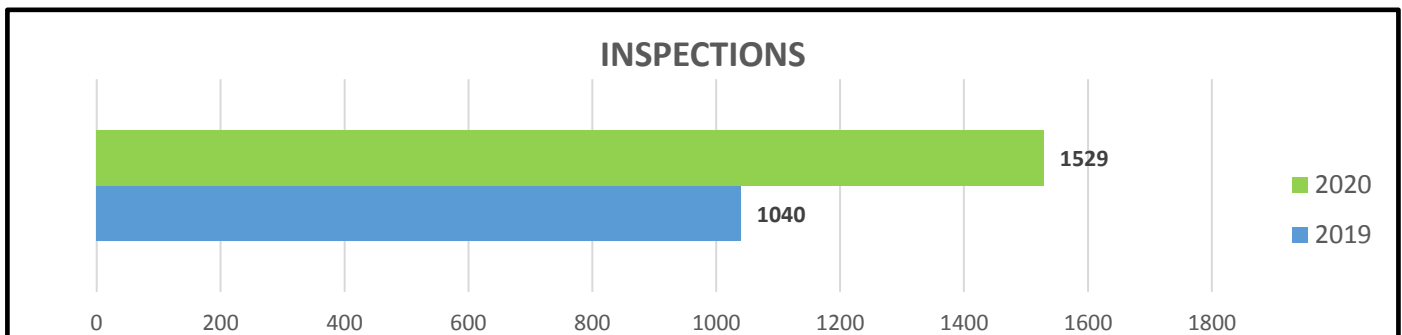
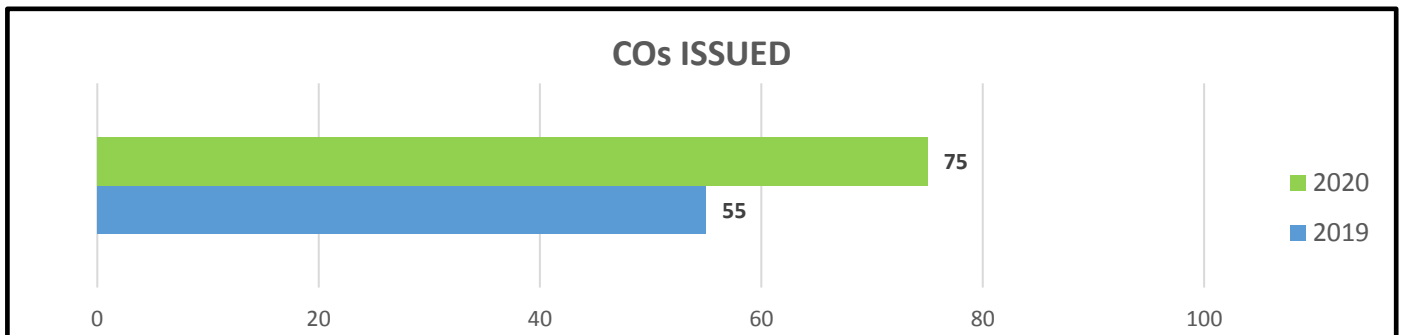
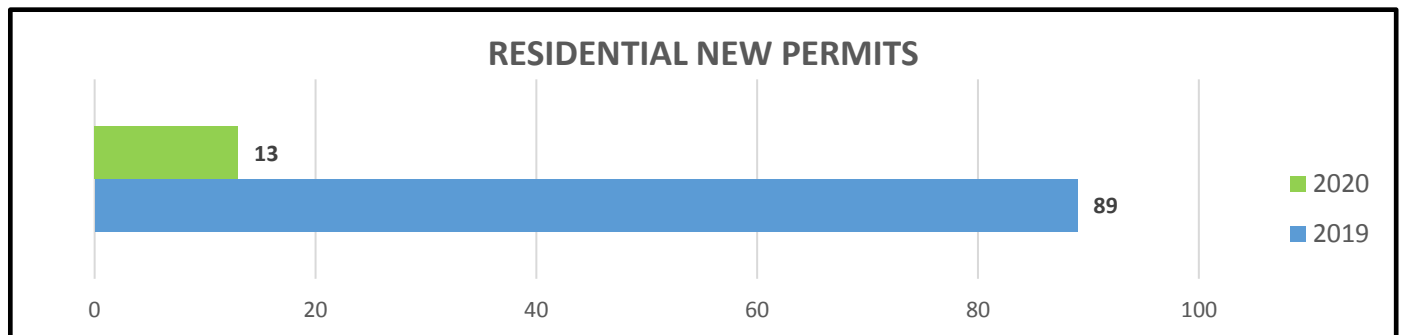
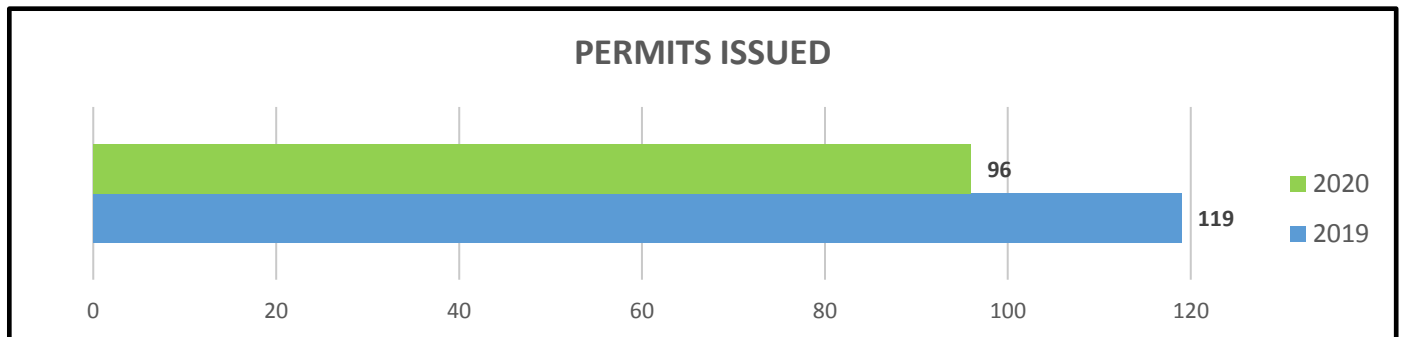
Tom Bolt, City Manager





April 2020

DEPARTMENT OF DEVELOPMENT SERVICES
THOMAS BOLT, DIRECTOR





MEMO

To: Mayor and City Council Members
From: Debbie Charbonneau, Community Development Manager
Date: May 20, 2020
RE: April Monthly Report

COMMUNITY MEETINGS

BUSINESS CONTACTS

Bee Tree Farm
Alien Scooters & E-Bikes
Aiki Healing
Maxine's Gumbo House
Libation Station
Refrigeration Anytime
Butler Brothers Odd Jobs
Manor Chamber of Commerce
Manor Arts Council
Kelly Sims Dance
Alex Ponce
ReMax Posh

EVENTS

ICMA Emotional Health during this and Resilience During a Crisis Webinar.
Governor's Small Business Series Central Texas Webinar.
Main Street America Small Business Research Report Webinar.
Sports Facility Planning & Programming Beyond Heads in Beds Webinar.
TH&LA Deferral or Forgiving of Hotel Taxes Webinar.
Streetscapes Post-Covid Reality: Restaurants Resiliency & Re-Emergence Webinar.

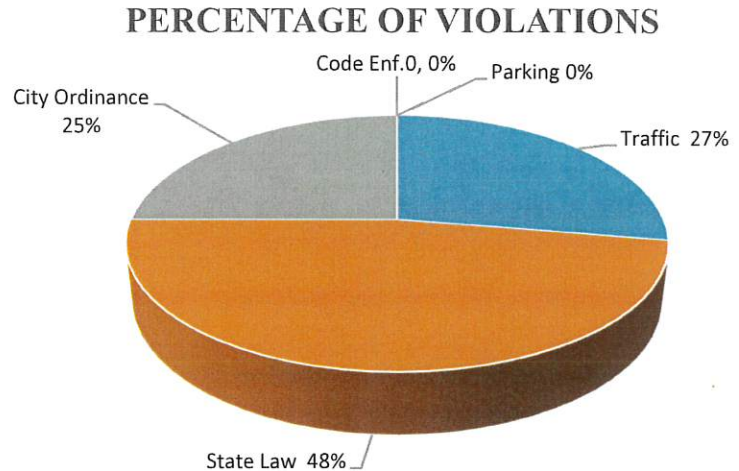
OTHER DUTIES

Texas Downtown Association Education & Outreach Committee Call.
Texas Downtown Association Conference Committee Call.

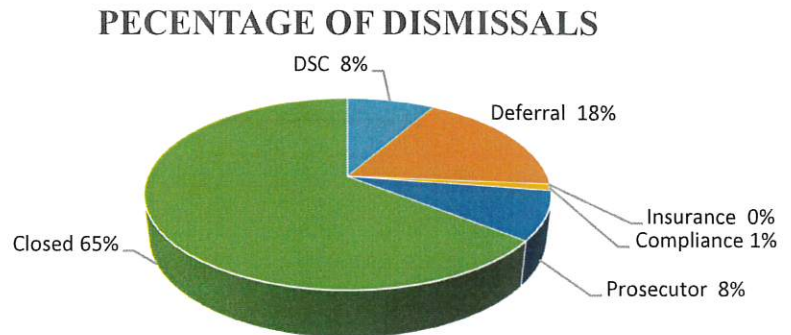
City of Manor Municipal Court

APRIL 2020

Violations Filed	Apr-20	Apr-19
Traffic	11	270
State Law	19	41
City Ordinance	10	32
Code Enforcement	0	1
Parking	0	5
Total	40	349



Dismissals	Apr-20	Apr-19
DSC	16	24
Deferral	35	92
Insurance	0	3
Compliance	2	8
Prosecutor	16	46
Closed	125	420
Total	194	593



Warrants	Apr-20	Apr-19
Arrest Warrants	0	194
Capias Pro Fine	0	45
Total	0	239



Money Collected in April 2020

Kept By City	\$23,208.31
kept By State	\$8,326.77
Total	\$31,535.08

Money Collected in April 2019

Kept By City	\$56,072.37
Kept By State	\$24,994.73
Total	\$81,067.10



MEMO

To: Mayor and City Council Members
From: Mike Tuley, Director of Public Works
Date: May 20, 2020
RE: April Monthly Report

Public Works Department

Street and Public, Parks, and Maintenance Department

In the month of April, 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 April, the Street Department repaired streets, curbs and signs.

Water and Wastewater Department

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

Water Production & Purchase

In the month of April 30% of the water we supplied to our residents was from our wells, and we purchased 70% from EPCOR and Manville WSC. In April, the estimated population of residents in the City of Manor is 14,231. Estimated population for ShadowGlen is 4,106 residents.

Subdivision Inspections

- Street Inspections- 7
- Water Inspections- 2
- Wastewater Inspections- 4

Streets and Parks Monthly Report April 2020

Daily Duties and Projects 4-1-2020/4-30-2020

- Tree trimming in Old Town.
- Street pavement prepping for asphalt repair on E. Towns St @ N. LaGrange St.
- Street pavement prepping for asphalt repair on Burnet St @ Wheeler St.
- Street pavement prepping for asphalt repair on West Lane St. @ Caldwell St.
- Repaired potholes in Old Town.
- Started removing brush from creek @ the end of Bastrop St.
- Continued street pavement repairs on Wheeler St. between N. Caldwell St. and N. Bastrop St.
- Weekly irrigation checks.
- Play ground and play scape monthly safety checks.
- Scheduled weekly Park mowing maintenance completed.
- Friday Afternoons Bulk Drop Off for city residence.
- Scheduled weekly Park rounds @ park facilities completed.
- Scheduled weekly (ROW) Right of Way mowing completed.
- Weekly vehicle & equipment checks and maintenance.

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

Presidential Heights Phase 5- Excavation has begun on this phase. The city will continue their regular site inspections to ensure all contractors are following the rules that are in place.

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 moving along very 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 Timmerman 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 April 2020

For the month of April, the Water Department had 19 service calls, 3 repair jobs, 13 maintenance jobs, 2 inspections, and flushed all dead-end mains.

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

Repairs

Gregg and Browning NE corner - overhauled leaky fire hydrant. replaced seat by FZ,DD 4-16-20.

Gilbert Ln and Decker Ln - repaired a 12" main break on north side of creek called for locates then made repairs by FZ,CD,AM,AB 4-18-20.

Well number #1 - replaced leak 6" tapping saddle with new one on well #1 by FZ,AM,AB 4-21-20.

Maintenance

100 block of East Boyce in alley- locate water mains (marked main with blue flags) so, Bluebonnet Electric could replace pole number 321763 and 223495 by FZ,AB,JT 4-2-20.

Clearwell - changes cl2 bottle number 1 - 150lbs by DD,AB 4-3-20.

401 N. Lexington - call for locates marked water main and service with blue flags and paint by JT,FZ 4-14-20.

Manor Commons on Ring Drive- painted water valves blue and weed eat around fire hydrants by DD,AB 4-14-20.

Ring Drive and FM 973 North side of Ring Drive- installed valve signs for two main line valves by DD,AB 4-14-20.

547 Llano St. - took a bac t sample for the new fire hydrant installed for the new wastewater treatment plant building by Excel Construction and dropped off at Aqua Tech Lab by JT,DD 4-14-20.

Aqua Tech Lab- received results for bac t sample (Good) for the new fire hydrant installed for the new wastewater treatment plant building by Excel Construction, notified David with Excel Construction by JT,DD 4-14-20.

Quarterly distribution samples for TCEQ with sampling technician Georgia Parks by DD 4-21-20.

5311 Gilbert Lane Clearwell- changed cl2 bottle number 2 150lbs by DD,AM 4-23-20.

Presidential Heights Subdivision. -moved the temporary meter per Wyatt for Cash Construction from George Mason Ave. to Alexander Hamilton

Meter id-460665217 and Reading-85731 by FZ,AB 4-28-20.

Gilbert Lane - Had meters for Wells 1,2 and 3 flow tested by Fluid Meter by JT,FZ 4-29-20.

Aqua Tech Lab - took first set of 5 bac t samples and dropped off at Aqua Tech lab by JT 4-13-20.

Aqua Tech Lab - took second set of 5 bac t samples and dropped off at Aqua Tech lab by JT 4-23-20.

Inspections

Manor Commons Ring Drive- inspect for 1-year warranty by JT,DD,AB 4-14-20.

Greg Lane - pressure test 12" water main installed by Sky Blue Utilities passed by JT 4-14-20.

Wastewater Monthly Report April 2020

For the month of April, the Wastewater Department had 3 service calls, 16 repair jobs, 17 maintenance jobs and 4 inspections.

Service Calls

18108 Topsail- roots in sewer clean out - removed roots from cleanout and notified the customer by FZ,JT,AM 4-6-20.

508 East Jessie St. - sewer clog- jetted service and cleared by DD,AB 4-14-20.

19605 WT Galloway - sewer clog- jetted city main and cleared by FZ,AM 4-17-20.

Repairs

13301 Ring Drive-customer reported cap and lid broken-replaced cleanout cap and lid by DD,AB 4-6-20.

12214 Walter Vaughn-customer ran over clean out cap and lid with mower-replaced cleanout cap and lid job completed by DD,AB 4-7-20.

Replaced Cap Lids to the following areas:

11307 Brenham, 13508 Nathan Scott, 13816 Sherri berry, 12409 Stoneridge Gap, 12412 Stoneridge Gap, 12115 Walter Vaughn, 19320 Smith Gin, 19400 Smith Gin, 19325 Smith Gin, 19416 Smith Gin, 19412 Smith Gin, 19413 Smith Gin, 19417 Smith Gin, 19421 Smith Gin
by FZ,AB 4-22-20

Maintenance

WWTP - Hauled 5 loads out of digester number1 by Wastewater Transport by 4-2-20.

100 Blk of East Boyce in alley- locate wastewater mains (marked main with green flags) so, Bluebonnet Electric could replace pole number 321763 and 223495 by FZ,AB,JT 4-2-20.

John Nagle St. to Smith St. - hydro jet wastewater main for maintenance by FZ,JT 4-3-20.

San Marcos between Rector and Browning -hydro jet wastewater main for maintenance by FZ,JT 4-3-20.

Murray between Caldwell and Lexington St.-hydro jet wastewater main for maintenance by FZ,JT 4-3-20.

Brenntag - JT ordered (2) 300-gallon totes of alum for Wilbarger Plant by JT 4-7-20.

500 Blk North Caldwell to Bastrop St. -hydro jet wastewater main for maintenance by FZ,Jb 4-6-20.

300 Blk North LaGrange to San Marcos St. -hydro jet wastewater main for maintenance by FZ,Jb 6-3-20.

200 Blk South Burnet to Lexington St. -hydro jet wastewater main for maintenance by FZ,Jb 4-6-20.

WWTP- Hauled 5 loads out of digester number 1 and 2 loads out of digester

number 2 by Wastewater Transport by 4-9-20.

401 North Lexington - call for locates marked wastewater main and service with green flags and paint by JT,FZ 4-14-20.

WWTP- pulled sand filter down to clean. vacuumed surface scum off the top of sand filter by FZ,CD,AM 4-15-20.

WWTP- Hauled 5 loads out of digester number 1 and 2 loads out of digester number 2 by Wastewater Transport by 4-16-20.

Brenntag- ordered 6- 150 lb. cl2 bottles for Wilbarger Plant to be delivered Thursday 4-23-20 by JT 4-20-20.

Presidential Glen Lift Station Hwy 290 -pump 1 tripped out pulled pump number 1 and cleaned rags from pump. pump is back in operation by FZ,AB 4-23-20.

Hach - ordered 2 boxes of 50 test low range ammonia test kits and 2 Boxes of 50 tests for Phosphorus test kits for the Wilbarger Plant by JT 4-27-20.

Wilbarger Plant- replaced bad motor on clarifier drive with spare one we had in stock by CD,JT 4-30-20.

Inspections

Manor Heights- JL Gray Construction started laying wastewater main by JT 4-2-20.

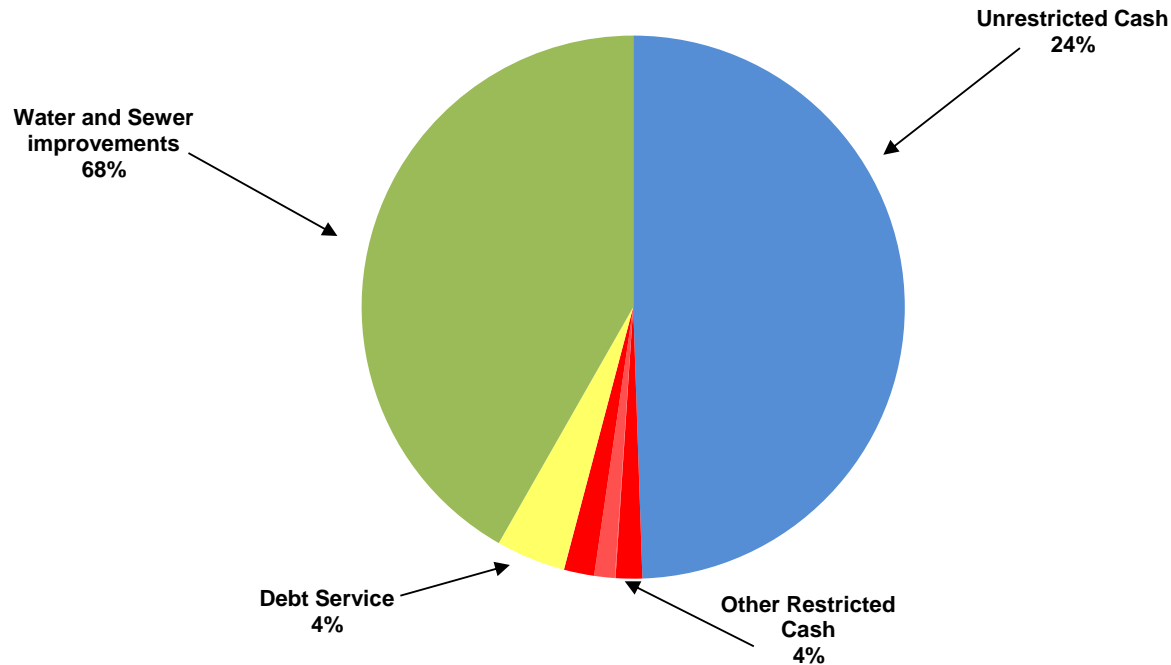
Manor Heights-JL Gray Construction started laying wastewater main and installing services by JT 4-13-20 to 4-17-20.

Manor Heights-JL Gray Construction laying wastewater main and installing services by JT 4-20-20 to 4-24-20.

Manor Heights-JL Gray Construction laying wastewater main and installing services by JT 4-27-20 to 4-30-20.

**CITY OF MANOR, TEXAS
CASH AND INVESTMENTS
As Of April, 2020**

	GENERAL FUND	UTILITY FUND	DEBT SERVICE FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	TOTAL
CASH AND INVESTMENTS						
Unrestricted:						
Cash for operations	\$ 10,244,562	\$ 7,919,985			\$ -	\$ 18,164,547
Restricted:						
Tourism				580,243		580,243
Court security and technology	14,321					14,321
Rose Hill PID				449,752		449,752
Customer Deposits		662,318				662,318
Park	8,922					8,922
Debt service			1,510,251			1,510,251
Capital Projects						
Water and sewer improvements		6,786,025		8,548,268		15,334,293
TOTAL CASH AND INVESTMENTS	\$ 10,267,805	\$ 15,368,328	\$ 1,510,251	\$ 9,578,263	\$ -	\$ 36,724,647



Overview of funds:

\$103,086.20 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: May 20, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing upon a Concept Plan for the Las Entradas Subdivision, one (1) lot on 9.973 acres more or less, located near US Hwy 290 E and Gregg Manor Road, Manor, TX.

BACKGROUND/SUMMARY:

This public hearing is for a one lot subdivision to plat the property for a proposed multi-family project.

PRESENTATION: ☐ YES ☒ NO

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

Plat

Notice Letter

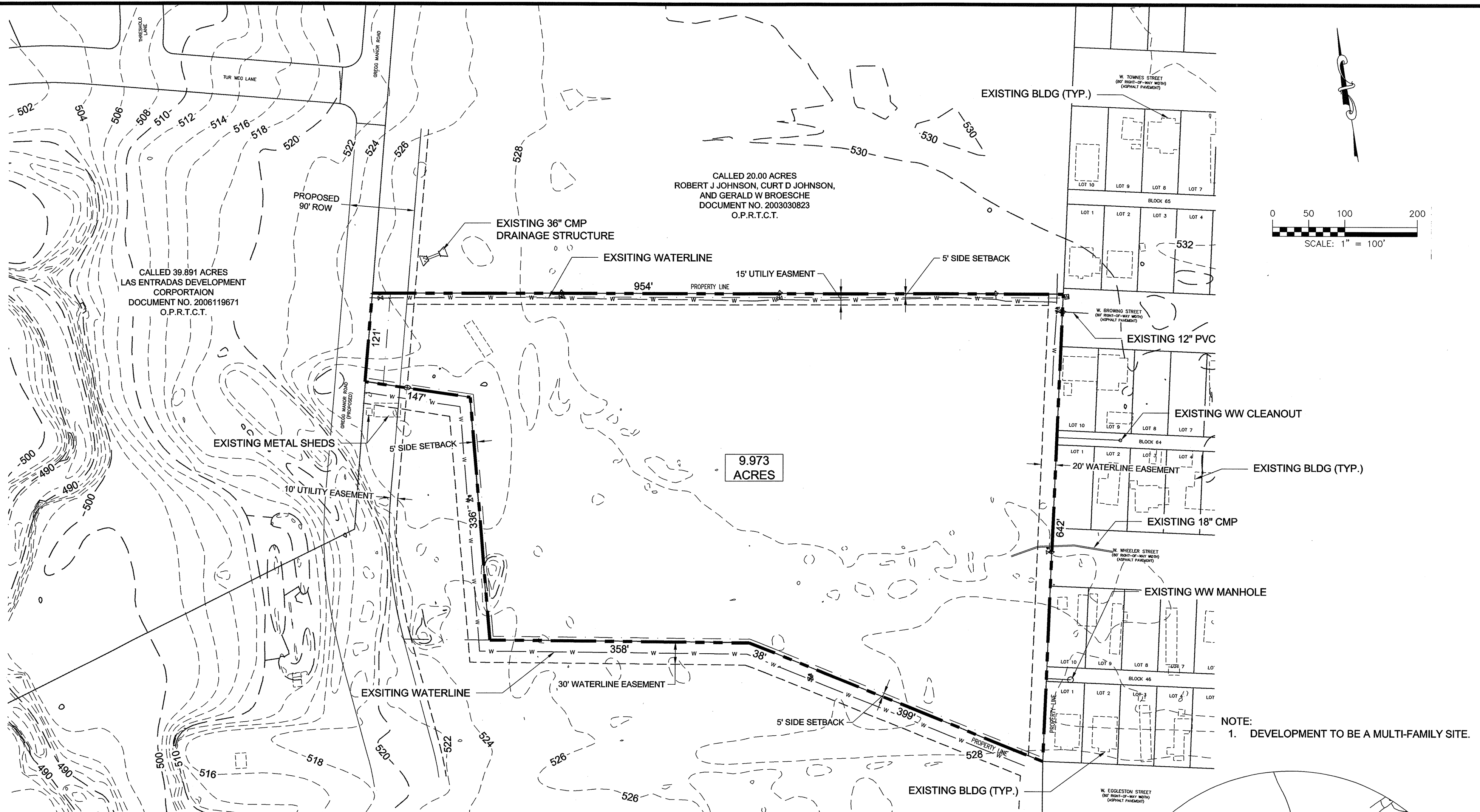
Mailing Labels

STAFF RECOMMENDATION:

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

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

FILE PATH: \\A03D\\5163\\Misc. dwg\\5163-CONCEPT PLAN.dwg - May 04, 2020 - 10:19am



DATA								
3 STORY								
# OF UNITS	UNIT TYPE	# BD/BA	UNIT SF	RENTABLE AREA	% OF AREA	% OF AREA BY TYPE	LUE PER UNIT TYPE	
34	A UNITS	1BD/1BA	710 SF	24,140 SF	13.82%	41.46%	0.5	
68	As UNITS	1BD/1BA	710 SF	48,280 SF	27.64%			
24	B UNITS	1BD/1BA	805 SF	19,320 SF	9.76%			
48	Bs UNITS	1BD/1BA	805 SF	38,640 SF	19.51%	29.27%	0.5	
60	C UNITS	2BD/2BA	1,086 SF	65,160 SF	24.39%			
12	Co UNITS	2BD/2BA	1,086 SF	13,032 SF	4.88%	29.27%	0.5	
246 UNITS	TOTAL NET RENTABLE AREA:			208,572 SF	100.00%			

AVERAGE SQUARE FOOTAGE:		848 SQ.FT.	BUILDING COVER		
LAND:		9.973 ACRES	BUILDING:		99,688
DENSITY:		24.67 UNITS/ACRE	GARAGE:		8,783
LAND-ROW:		9.834 ACRES	ESL SIDEWALK/POOL DECK:		25,000
DENSITY:		25.02 UNITS/ACRE	DRIVES:		153,176
			TOTAL		66% 286,647

VEHICULAR TRIPS ASSOCIATED WITH APARTMENT COMPLEX								
LAND USE	UNITS	DAILY TRIPS (VPD)	AM PEAK HOUR TRIPS (VPH)			PM PEAK HOUR TRIPS (VPH)		
			ENTERING	EXITING	TOTAL	ENTERING	EXITING	TOTAL
MULTIFAMILY HOUSING (LOW-RISE)	246 DWELLING UNIT	1801	26	87	113	87	51	138

CALLLED 105.170 ACRES
LAS ENTRADAS DEVELOPMENT
CORPORATION
DOCUMENT NO. 2007002485
O.P.R.T.C.T.

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 ____ DAY OF _____, 20__ A.D.

APPROVED:

ATTEST:

CHAIRPERSON

CITY SECRETARY

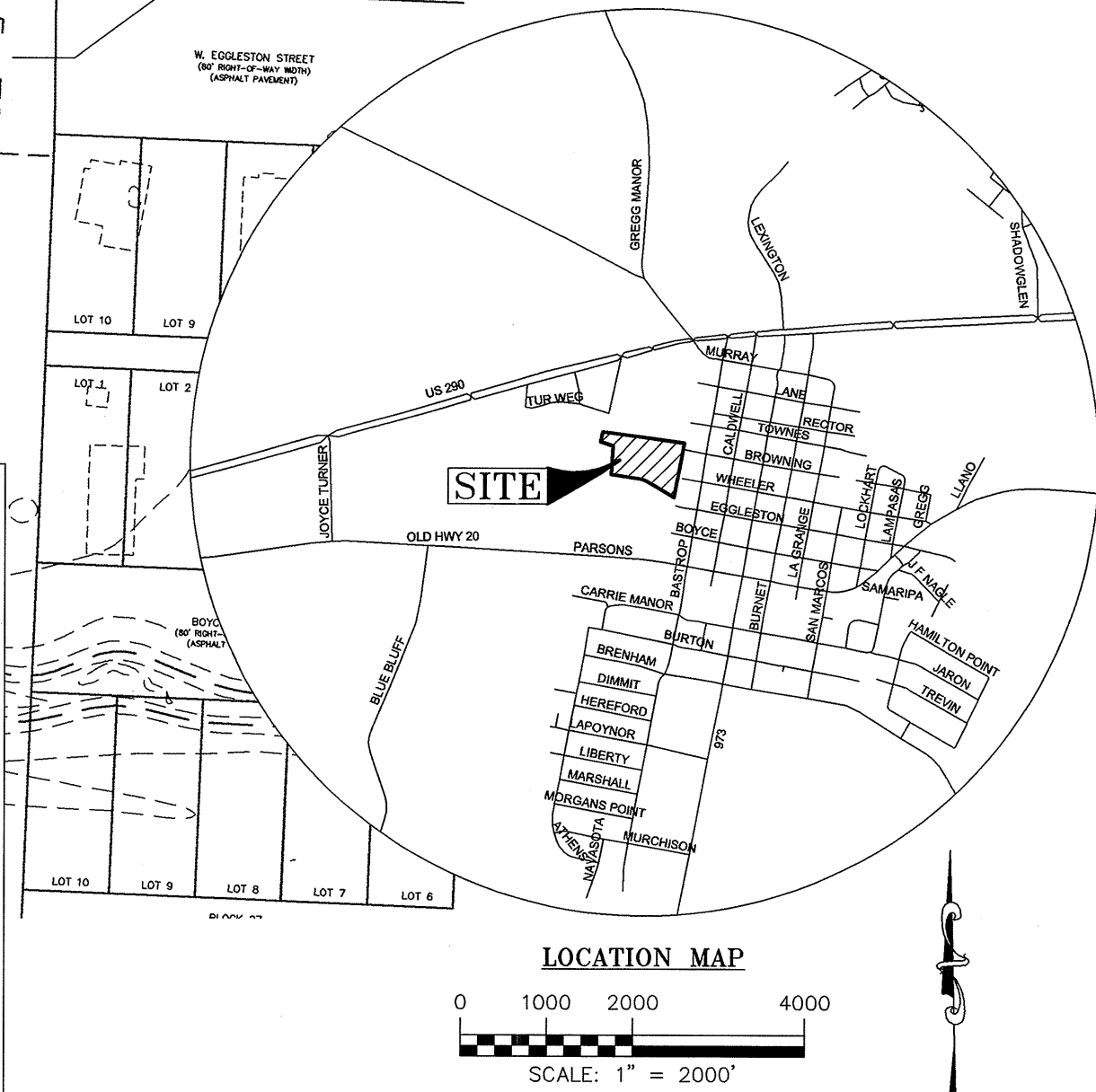
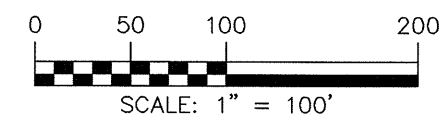
ACCEPTED AND APPROVED FOR RECORD BY THE CITY COUNCIL, CITY OF MANOR, TEXAS ON THIS THE ____ DAY OF _____, 20__ A.D.

BY:

ATTEST:

MAYOR OF THE CITY OF
MANOR, TEXAS

CITY SECRETARY



DESIGNED BY: BRK

DRAFTED BY: ASL

Carlson, Brigrance & Doering, Inc.

Civil Engineering ♦ Surveying

FIRM ID #F3791

North Office
12129 RR 620 N., Ste. 600
Austin, Texas 78750
www.cbding.com

Main Office
5501 West William Cannon Dr.
Austin, Texas 78749
Phone No. (512) 280-5160

CBD

SHEET NAME: CONCEPT PLAN

JOB NAME: LAS ENTRADAS

PROJECT: STREET, DRAINAGE, WATER, & WASTEWATER IMPROVEMENTS

Brian Kelling Jr.

STATE OF TEXAS

130745

PROFESSIONAL ENGINEER

CARLSON, BRIGRANCE & DOERING, INC.

ID# F3791

5-4-2020

DATE MAY 2020

JOB NUMBER 5163

SHEET 1 OF 1



April 22, 2020

RE: Notification for a Concept Plan – Las Entradas Subdivision

Dear Property Owner,

The City of Manor Planning and Zoning Commission will be conducting 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:

Public Hearing: Conduct a public hearing upon a Concept Plan for the Las Entradas Subdivision, one (1) lot on 9.973 acres more or less, located near US Hwy 290 E and Gregg Manor Road, Manor, TX.

The Planning and Zoning Commission will meet at 6:30PM on May 13, 2020 at 105 East Eggleston Street in the City Hall Council Chambers**.

The City Council will meet at 7:00PM on May 20, 2020 at 105 East Eggleston Street 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 email address or phone number below. Any communications I receive will be made available to the Commissioners and Council Members during the discussion of this item.

** Due to the declared Public Health Emergency related to COVID-19, at the time of this notification Planning and Zoning Commission and City Council meetings are being conducted via video conference and broadcast live on the City's Facebook page (facebook.com/cityofmanor) and the Chambers is closed to the public.

Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting www.cityofmanor.org where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to publiccomments@cityofmanor.org. Once registered, instructions will be emailed to you on how to join the video conference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

You may refer to the posted agenda for the May 13th Planning and Zoning Commission and the May 20th City Council to see how the meeting will be conducted, whether via video conference or in-person. Planning and Zoning Commission agendas can be found here (http://www.cityofmanor.org/page/cs_planning_and_zoning_agendas_2012-2014) and City Council agenda can be found here (<http://www.cityofmanor.org/page/cc.agendas.2020>). Agendas are posted 72 hours prior to the scheduled meeting.

Sincerely,

Scott Dunlop,
Assistant Development Director
sdunlop@cityofmanor.org
512-272-5555 ext. 5

Lynda & Ruben Jaime 310 Browning Street Manor,TX 78653	Guajardo Herminia P.O. Box 97 Manor,TX 78653	Samaripa Matildy Vasuez Jr 401 N. Bastrop Street Manor,TX 78653
Newsome Florence ET AL 310 Wheeler Street Manor,TX 78653	Garcia Delgado & Maribel Delgado 306 Wheeler Street Manor,TX 78653	Wheeler Street Partenership 304 Wheeler Street Manor,TX 78653
Loggins Raydell 302 Wheeler Street Manor,TX 78653	Bradley & Paula Bowen 309 Eggleston Street Manor,TX 78653	Bradley & Paula Bowen 307 Eggleston Street Manor,TX 78653
SEPECO P.O. BOX 170309 Austin,TX 78717	SEPECO 303 Eggleston Manor,TX 78653	AAA Fire & Safety Equipment Co Inc. 6700 Guadalupe Street Austin,TX 78752
Filiberto & Eduviges De La Luz 204 Red Oak Circle Austin,TX 78753	Guajardo Anselma P.O. Box 295 Manor,TX 78653	Robert & Curt P Johnson 10507 E US HWY 290 Manor,TX 78653
LAS ENTRADAS DEVELOPMENT CORP 9900 US HWY 290 E Manor,TX 78653	,	,
,	,	,
,	,	,
,	,	,
,	,	,



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Conduct a public hearing upon a Rezoning Application for Lots 4 and 5, Block 43, Town of Manor, locally known as 101 West Boyce Street from Single Family (SF-1) to Neighborhood Business (NB).

BACKGROUND/SUMMARY:

This property is at the NW corner of Lexington and Boyce. The property across Lexington is zoned Neighborhood Business and is used as a daycare. The property is .264 acres.

PRESENTATION: ☐ YES ☒ NO

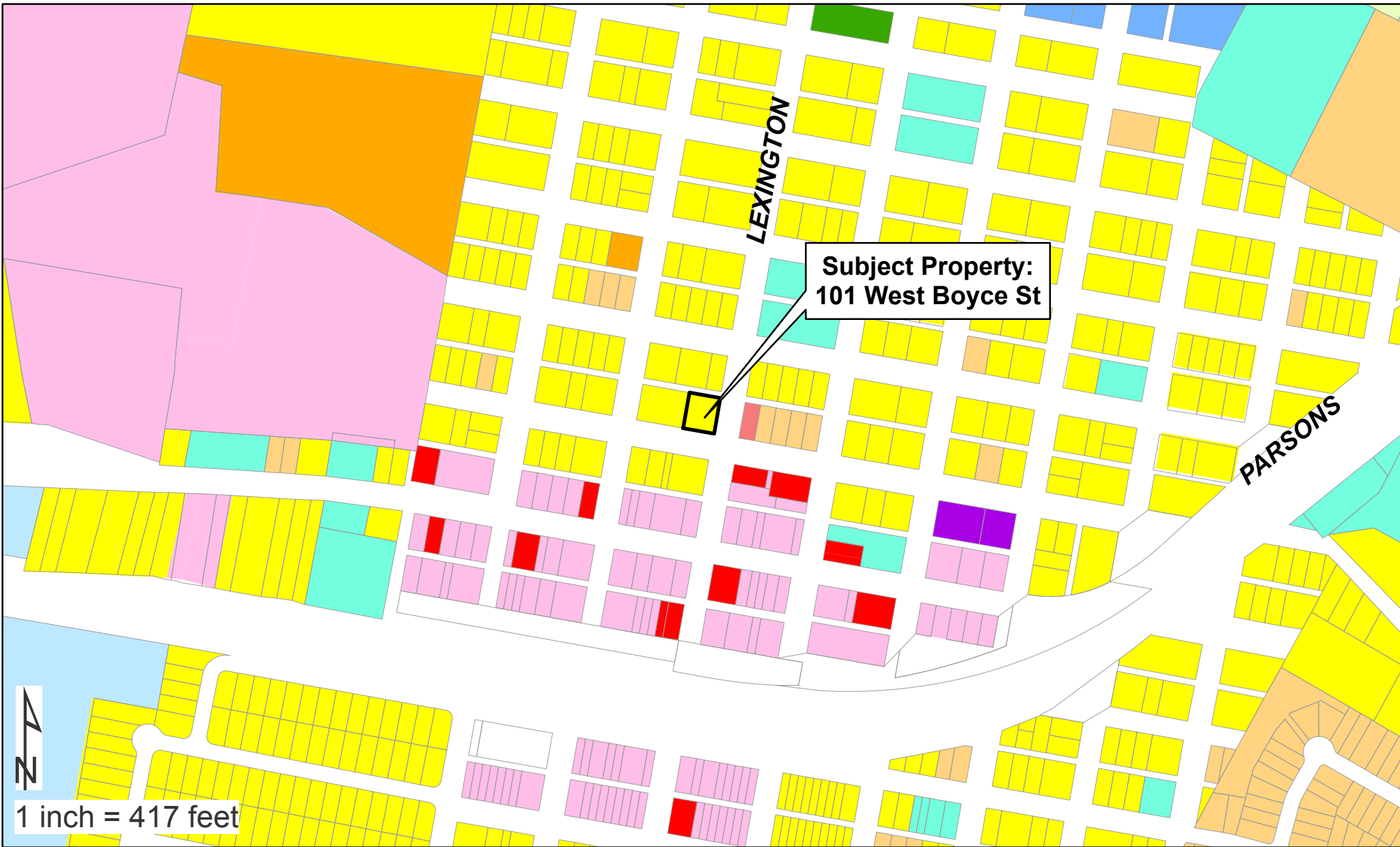
ATTACHMENTS: ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Rezoning Map
Aerial Image
Notice Letter
Mailing Letter

STAFF RECOMMENDATION:

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

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



Proposed Rezoning: **Neighborhood Business (NB)**

Current Zoning District:
Single Family (SF-1)

Zone

SF-1 - Single Family

SF-2 - Single Family

MF-2 - Multi Family

MH-1 - Manufactured Housing

MH-2 - Manufactured Housing Park

C-1 - Light Commercial

C-2 - Medium Commercial

DB - Downtown Business District

NB - Neighborhood Business

IN-1 - Light Industrial

IN-2 - Heavy Industrial

I - Institutional

PUD - Planned Unit Development

A - Agricultural

Manor ETJ





April 22, 2020

RE: Notification for a Rezoning Application – 101 West Boyce Street

Dear Property Owner,

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

Public Hearing: Conduct a public hearing upon a Rezoning Application for Lots 4 and 5, Block 43, Town of Manor, locally known as 101 West Boyce Street from Single Family (SF-1) to Neighborhood Business (NB).

The Planning and Zoning Commission will meet at 6:30PM on May 13, 2020 at 105 East Eggleston Street in the City Hall Council Chambers**.

The City Council will meet at 7:00PM on May 20, 2020 at 105 East Eggleston Street in the City Hall Council Chambers**.

You are being notified because you own property within 300 feet of the property for which this rezoning application 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 email address or phone number below. Any communications I receive will be made available to the Commissioners and Council Members during the discussion of this item.

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Sincerely,

Scott Dunlop,
Assistant Development Director
sdunlop@cityofmanor.org
512-272-5555 ext. 5

OFILIA ESTRADA
PO BOX 108
MANOR, TX 78653-0108

EMMA GILDON
PO BOX 872
MANOR, TX 78653-0872

ROSALINDA RODRIGUEZ
105 WEST EGGLESTON ST
MANOR, TX 78653-3371

JENNEL LEHNOFF
103 WEST EGGLESTON ST
MANOR, TEXAS 7853-3371

JAMES T LUTZ & ALEXANDRA CARRILLO
14812 FM 973 N
MANOR, TX 78653-3540

VERONICA MICHELLE DONLEY
204 WEST EGGLESTON ST
MANOR, TX 78653-0547

MONICA ANN CASTILLO
PO BOX 1097
MANOR, TX 78653-1097

JUAN VASQUEZ JR & DIANA E GERL
PO BOX 499
MANOR, TX 78653-0499

CLAUDIE G & SAMMIE M YOUNG
PO BOX 154
MANOR, TX 78653-0145

RAMON E PAIZ JR
PO BOX 280
MANOR, TX 78653-0280

JUAN OJEDA MENDEZ
104 EAST EGGLESTON ST
MANOR, TX 78653-3407

MOSES ACOSTA
106 EAST EGGLESTON ST
MANOR, TX 78653

MIGUEL ANGEL & GLORIA ALVARADO
PO BOX 249
MANOR, TX 78653-0294

JOSE SABAS & ELICIE CASTILLO
PO BOX 1097
MANOR, TX 78653-1097

NORA L & JOSE A SANCHEZ
PO BOX 232
MANOR, TX 78653-0232

FIDENSIO CASTILLO AND REBECCA
RAMOS
16508 FM 973 N
MANOR, TX 78653

AZ GENERAL CONTRACTORS LLC
8104 POSTEN LN
AUSTIN, TX 78744-1730

BEHZAD BAHRAMI
PO BOX 82653
AUSTIN, TX 78707-2653

TANCOR, LLC
9009 FAIRWAY HILL DR
AUSTIN, TX 78750-3023

JESSE & OLIVIA SANCHEZ
PO BOX 811
MANOR, TX 78653-0811

GLORIA BRISENO HERNANDEZ &
JENNIFER REESE PARKER
108 WEST BOYCE ST
MANOR, TX 78653

JORGE MORENO
11303 CARRIE MANOR ST
MANOR, TX 78653-5369

WILLIAM C GAULT
PO BOX 32
MANOR, TX 78653-0032

LAS SALSA BAR AND GRILL MEXICAN
RESTAURANT LLC
12012 BARKER HILLS DR
MANOR, TX 78653-4703

2017 MANOR LLC
12421 GRANTON CV
AUSTIN, TX 78754-0618

BARBARITA SAMUDIO SANCHEZ
PO BOX 142
MANOR, TX 78653-0142

MICHAEL E & TABITHA A DARILEK
PO BOX 976
MANOR, TX 78653-0976

VIRGINIA Z CARDENAS
PO BOX 243
MANOR, TX 78653-0243

TIMOTHY MACK SHERROD & TAMMELA
JO LEWRIGHT
2705 TAFT BLVD
WICHITA FALLS, TX 76308-1243

ERNESTO SUAREZ
14121 BOIS D'ARC LN
MANOR, TX 78653-3815

JAMES T ANDERSON
1601 W. 38TH ST
SUITE 2
AUSTIN, TX 78731-6233



AGENDA ITEM NO. 5

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

First Reading: Consideration, discussion, and possible action on an ordinance rezoning Lots 4 and 5, Block 43, Town of Manor, locally known as 101 West Boyce Street from Single Family (SF-1) to Neighborhood Business (NB).
Applicant: Michael Benitez Owner: AZ General Contractors, LLC

BACKGROUND/SUMMARY:

The owner would like to rezone the property due to it's proximity to downtown/commercial uses and it's frontage along Lexington. The property across Lexington is zoned Neighborhood Business.

Planning Commission voted 7-0 to recommend approval at their May 13th meeting.

PRESENTATION: ☐ YES ☒ NO

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

Ordinance
Letter of Intent
Rezoning Map
Aerial Image
NB Zoning uses

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the first reading of an ordinance rezoning Lots 4 and 5, Block 43, Town of Manor, locally known as 101 West Boyce Street from Single Family (SF-1) to Neighborhood Business (NB).

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 SINGLE FAMILY (SF-1) TO NEIGHBORHOOD BUSINESS (NB); 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 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 Single Family (SF-1) to zoning district Neighborhood Business (NB). The Property is accordingly hereby rezoned to Neighborhood Business (NB).

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 20th day of May 2020.

PASSED AND APPROVED SECOND AND FINAL READING on this the 3rd day of June 2020.

THE CITY OF MANOR, TEXAS

Dr. Larry Wallace Jr.,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

EXHIBIT “A”

Property Address:

101 West Boyce Street, Manor, TX 78653

Property Legal Description:

Lots 4 and 5, Block 43, Town of Manor

Letter of intent: 101 W. Boyce St
Rezoning/Variance/Waiver Justification

Rezoning/Variance/Waiver Justification:

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

REASONABLE USE:

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

LOT SIZE (100'x100') being underutilized; in addition to its
proximity to major downtown street and businesses.

HARDSHIP:

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

City of Denver is growing and more dense zoning would
be more beneficial for promoting growth.

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

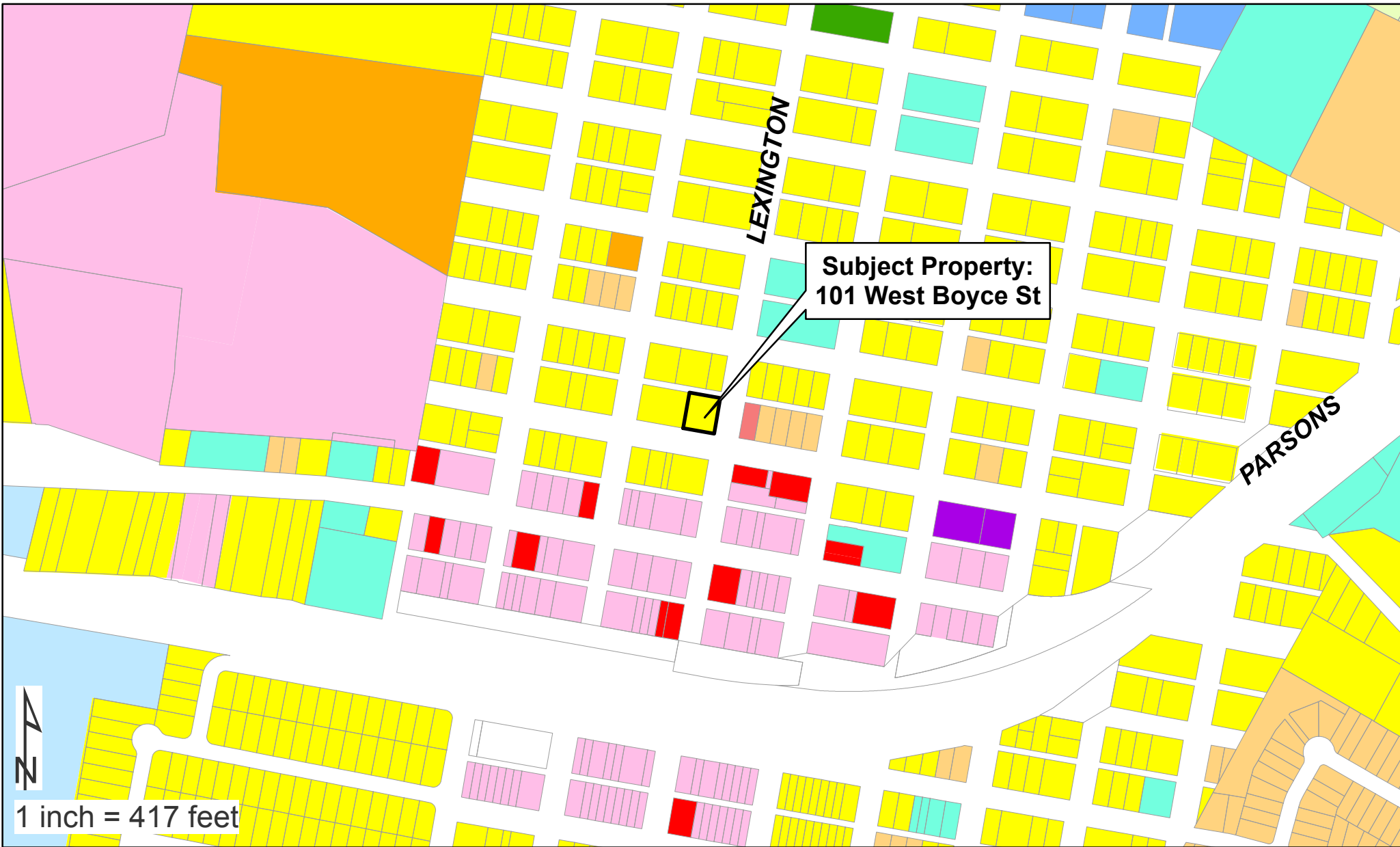
It borders high traffic street and neighbors businesses
@ NB & DB.

AREA CHARACTER:

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

Consistent with adjacent properties of similar zoning.

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



Proposed Rezoning: **Neighborhood Business (NB)**

Current Zoning District:
Single Family (SF-1)

Zone

SF-1 - Single Family

SF-2 - Single Family

MF-2 - Multi Family

MH-1 - Manufactured Housing

MH-2 - Manufactured Housing Park

C-1 - Light Commercial

C-2 - Medium Commercial

DB - Downtown Business District

NB - Neighborhood Business

IN-1 - Light Industrial

IN-2 - Heavy Industrial

I - Institutional

PUD - Planned Unit Development

A - Agricultural

Manor ETJ



Section 14.02.017 Non-Residential and Mixed-Use Districts Land Use Table**(a) Residential Land Uses in Non-Residential and Mixed-Use Zoning Districts**

Residential Uses	Zoning Districts										
	OS	I-1	I-2	GO	NB	DB	C-1	C-2	C-3	IN-1	IN-2
Assisted Living		P	P								
Condominium					C	C					
Nursing Home		P	P								
Multi-Family					C	C					

(b) Non-Residential Uses in Non-Residential and Mixed-Use Zoning Districts

Non-Residential Uses	Zoning Districts										
	OS	I-1	I-2	GO	NB	DB	C-1	C-2	C-3	IN-1	IN-2
Adult Day Care		P	P					P	P		
Adult-Oriented Businesses									C/S	C/S	
Alcoholic Beverage Establishment					S	P	P	P	P		
Amusement (Indoor)							C	C	C		
Amusement (Outdoor)								C	C		
Antique Shop					P	P	P	P	P		
Art Studio or Gallery		P	P		P	P	P	P	P	P	
Automobile Repair (Major)								C	C	C	C
Automobile Repair (Minor)							C	C	C	C	

Automobile Sales and Rental								C	C		
Automobile Washing								C	C		
Brewery, Micro								P	P	P	P
Brewery, Regional									P	P	P
Brewpub						P	P	P	P		
Business Support Services					P	P	P	P	P		
Campground	S	S	S								
Cemetery	S	P	P								
Child Care Center (Intermediate)		P	P	P	P	P	P	P	P		
Child Care Center (Large)		P	P	P	P	P	P	P	P		
Club or Lodge		P	P	P	P	P	P	P	P		
Commercial Off-Street Parking						C	C	C	C		
Communication Services or Facilities				P			P	P	P	P	
Construction and Equipment Sales (Major)									P	P	
Construction and Equipment Sales (Minor)								P	P	P	
Construction Services								C	C	C	C
Consumer Repair Services					P	P	P	P	P		
Contractor's Shop									C	C	C
Data Center				P					P	P	
Day Camp	S	P	P								

Distillery, Micro								P	P	P	P
Distillery, Regional									P	P	P
Event Center		P	P		C/S	C/S	C/S	P	P		
Financial Services				C	C	C	C	C	C		
Financial Services, Alternative								C	C		
Florist					C	C	C	C	C		
Food Court Establishment								C/S	C/S	C/S	
Food Preparation						C	C	C	C	C	C
Food Sales					C	C	C	C	C		
Funeral Services		C	C		C	C	C	C	C	C	C
Game Room								C/S	C/S	C/S	
Gasoline Station (Full- Service)								C	C		
Gasoline Station (Limited)					C/S		C/S	C	C		
General Retail Sales (Convenience)				P	P	P	P	P	P		
General Retail Sales (General)					P	P	P	P	P		
Golf Course/Country Club	S										
Governmental Facilities	P	P	P	P	P	P	P	P	P	P	P
Hospital Services		P	P	P							
Hotel					C/S	C	C	C	C		
Industrial Use, Light									P	P	
Industrial Use, Heavy											P
Kennel								C	C	C	

[illegible]

Recycling Operation (Outdoor)											C
Religious Assembly	P	P	P	P	P	P	P	P	P	P	P
Research Services (General)				P					P	P	
Research Services (Hazard)											P
Restaurant				P	P	P	P	P	P		
Restaurant – Drive In or Drive Through							C	C	C		
School, Boarding		P	P				P	P	P		
School, Business or Trade		P	P				P	P	P		
School, College or University		P	P					P	P		
School, Private or Parochial		P	P				P	P	P		
School, Public		P	P				P	P	P		
Shooting Range, Indoor									P	P	
Smoke Shop or Tobacco Store								P	P		
Theater							P	P	P		
Transportation Terminal								C	C	C	C
Truck and Trailer Sales and Rental								C	C	C	
Truck Stop									P	P	
Utility Services, Major			C							C	C
Utility Services, Minor	P	P	P	P	P	P	P	P	P	P	P
Vehicle Storage Facility									C	C	
Veterinary Services, Large								C	C		

Veterinary Services, Small					C	C	C	C	C		
Wireless Transmission Facilities (WTF), Attached	C	C	C	C	C/S	C/S	C	C	C	C	C
Wireless Transmission Facilities (WTF) Monopole	C/S	C/S	C/S	C/S			C/S	C/S	C/S	C/S	C/S
Wireless Transmission Facilities (WTF), Stealth	C	C	C	C	C/S	C/S	C	C	C	C	C
Zoo, Private								P	P		

Section 14.02.018 Non-Residential and Mixed-Use District Conditions

Non-Residential and Mixed-Use Districts	Conditions
Institutional Small (I-1)	<ul style="list-style-type: none"> • Uses be conducted entirely within an enclosed building except for customary outdoor recreational uses and off-site accessory parking.
Institutional Large (I-2)	<ul style="list-style-type: none"> • Uses be conducted entirely within an enclosed building except for customary outdoor recreational uses and off-site accessory parking.
Light Commercial (C-1)	<ul style="list-style-type: none"> • Uses be conducted entirely within an enclosed building except for delivery, gasoline sales, dining and patio areas associated with a restaurant, food and beverage sale use, and mobile food vendors • Outdoor displays must be in accordance with Section 14.02.049 • Merchandise be new, first-hand and sold on premises, except for antique shops. • Establishments located on property that is within 300 feet of any property zoned for residential use when the commercial use is first established may not be open to the general public before 5:00 a.m. and must be closed to



AGENDA ITEM NO. 6

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Concept Plan for the Las Entradas Subdivision, one (1) lot on 9.973 acres more or less, located near US Hwy 290 E and Gregg Manor Road, Manor, TX. Applicant: Carlson, Brigrance, & Doering, Inc. Owner: Manor Apartments, LLC

BACKGROUND/SUMMARY:

This concept plan was filed to start the platting process for a proposed multi-family project. The plan has not been approved by our engineer.

Planning Commission voted 7-0 to recommend denial at their May 13th meeting.

PRESENTATION: ☐ YES ☒ NO

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

Letter of Intent

Plat

Engineer Comments

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council deny per engineer comments a Concept Plan for the Las Entradas Subdivision, one (1) lot on 9.973 acres more or less, located near US Hwy 290 E and Gregg Manor Road, Manor, TX.

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



Carlson, Brigrance & Doering, Inc.
Civil Engineering ♦ Surveying

March 26, 2020

City of Manor
Development Services Department
Attn: Mr. Scott Dunlop
105 E. Eggleston Street
Manor, Texas 78653

RE: Las Entrada
CBD Job # 5163

Concept Plan Cover Letter

Dear Mr. Dunlop,

On behalf of our client, Manor Apartments, LLC, Carlson, Brigrance & Doering, Inc. respectfully submits this application for Concept Plan to the City of Manor. This submittal is being made outside of the current established review time frame as defined in the approved Development Agreement between Manor Apartments, LLC and the City of Manor.

The attached concept plan is located on approximately 9.973 acres of land in the city limits of the City of Manor approximately 260' south of the intersection terminus of Gregg Manor Road and Tur Weg Lane. The site is zoned R-3 (Multifamily) and the proposed land use will be a multi-family apartment project containing 6 buildings totaling 246 units (24.67 UPA), a clubhouse, amenity area and associate parking spaces/garage infrastructure.

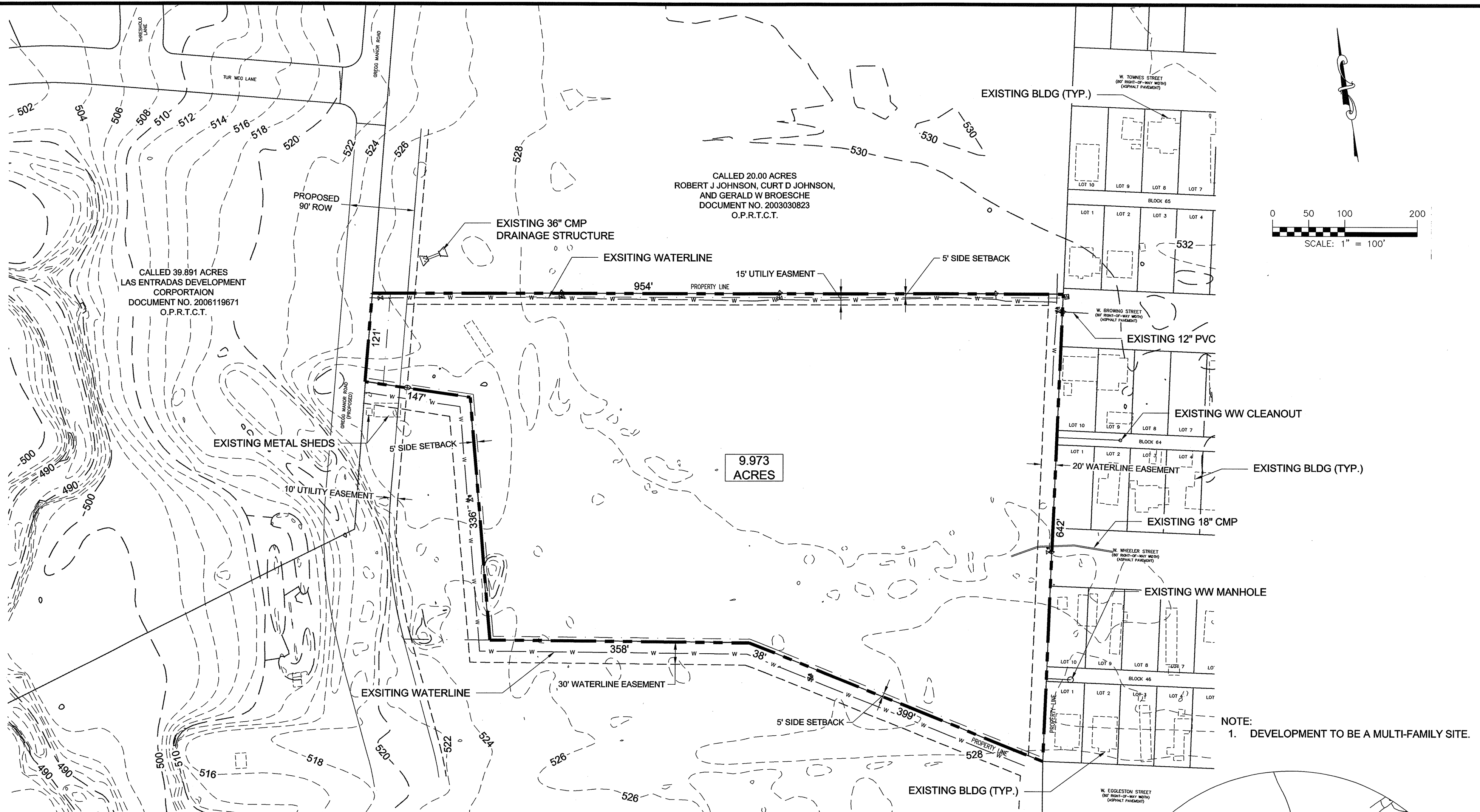
Water and wastewater utilities will be provided by the City of Manor. The Wastewater line will be oversized as per the approved development agreement. Access to the site will necessitate the extension of Gregg Manor Road a total of approximately 350'.

Thank you for your time and review of this project. Please let me know if you need any additional information in order to process this update.

Respectfully,
Carlson, Brigrance & Doering, Inc.

Geoff Guerrero
Director of Planning

FILE PATH: \\A03D\\5163\\Misc. dwg\\5163-CONCEPT PLAN.dwg - May 04, 2020 - 10:19am



DATA								
3 STORY								
# OF UNITS	UNIT TYPE	# BD/BA	UNIT SF	RENTABLE AREA	% OF AREA	% OF AREA BY TYPE	LUE PER UNIT TYPE	
34	A UNITS	1BD/1BA	710 SF	24,140 SF	13.82%	41.46%	0.5	
68	As UNITS	1BD/1BA	710 SF	48,280 SF	27.64%			
24	B UNITS	1BD/1BA	805 SF	19,320 SF	9.76%			
48	Bs UNITS	1BD/1BA	805 SF	38,640 SF	19.51%	29.27%	0.5	
60	C UNITS	2BD/2BA	1,086 SF	65,160 SF	24.39%			
12	Co UNITS	2BD/2BA	1,086 SF	13,032 SF	4.88%	29.27%	0.5	
246 UNITS	TOTAL NET RENTABLE AREA:			208,572 SF	100.00%			

AVERAGE SQUARE FOOTAGE:		848 SQ.FT.	BUILDING COVER		
			BUILDING:		99,688
LAND:		9.973 ACRES	GARAGE:		8,783
DENSITY:		24.67 UNITS/ACRE	ESL SIDEWALK/POOL DECK:		25,000
LAND-ROW:		9.834 ACRES	DRIVES:		153,176
DENSITY:		25.02 UNITS/ACRE	TOTAL		66% 286,647

VEHICULAR TRIPS ASSOCIATED WITH APARTMENT COMPLEX								
LAND USE	UNITS	DAILY TRIPS (VPD)	AM PEAK HOUR TRIPS (VPH)			PM PEAK HOUR TRIPS (VPH)		
			ENTERING	EXITING	TOTAL	ENTERING	EXITING	TOTAL
MULTIFAMILY HOUSING (LOW-RISE)	246 DWELLING UNIT	1801	26	87	113	87	51	138

CALLLED 20.00 ACRES
ROBERT J. JOHNSON, CURT D. JOHNSON,
AND GERALD W. BROESCHE
DOCUMENT NO. 2003030823
O.P.R.T.C.T.

9.973
ACRES

CALLLED 105.170 ACRES
LAS ENTRADAS DEVELOPMENT
CORPORATION
DOCUMENT NO. 2007002485
O.P.R.T.C.T.

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 ____ DAY OF _____, 20__ A.D.

APPROVED:

ATTEST:

CHAIRPERSON

CITY SECRETARY

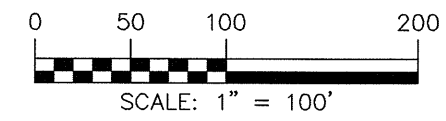
ACCEPTED AND APPROVED FOR RECORD BY THE CITY COUNCIL, CITY OF MANOR, TEXAS ON THIS THE ____ DAY OF _____, 20__ A.D.

BY:

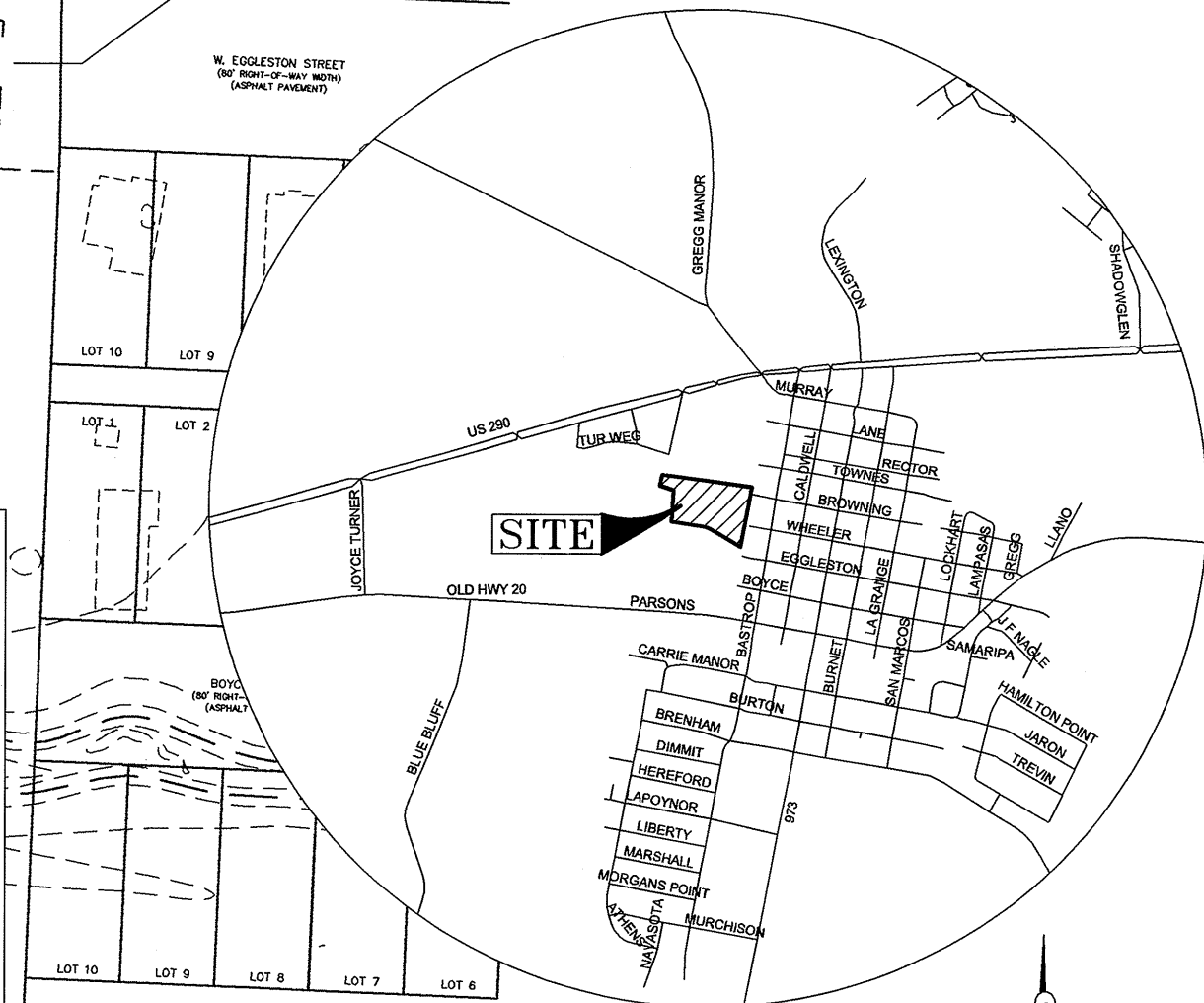
ATTEST:

MAYOR OF THE CITY OF
MANOR, TEXAS

CITY SECRETARY



NOTE:
1. DEVELOPMENT TO BE A MULTI-FAMILY SITE.



DESIGNED BY: BRK

DRAFTED BY: ASL

Carlson, Brigrance & Doering, Inc.

Civil Engineering ♦ Surveying

FIRM ID #F3791

North Office
12129 RR 620 N., Ste. 600
Austin, Texas 78750
www.cbding.com

Main Office
5501 West William Cannon Dr.
Austin, Texas 78749
Phone No. (512) 280-5160

CONCEPT PLAN

JOB NAME: LAS ENTRADAS

PROJECT: STREET, DRAINAGE, WATER, & WASTEWATER IMPROVEMENTS

BRIAN KELLING JR.
130745
LICENSED PROFESSIONAL ENGINEER

CARLSON, BRIGRANCE & DOERING, INC.
ID# F3791
5-4-2020

DATE

MAY 2020

JOB NUMBER

5163

SHEET

1 OF 1

JAY ENGINEERING COMPANY, INC.

*P.O. Box 1220 (512) 259-3882
Leander, TX 78646 Fax 259-8016
Texas Registered Engineering Firm F-4780*

Date: Monday, April 27, 2020

Geoff Guerrero
Carlson, Brigrance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2020-P-1243-CP
Job Address: The Emerald MF - Las Entradas - Concept Plan, Manor, TX. 78653

Dear Geoff Guerrero,

The first submittal of the The Emerald MF - Las Entradas - Concept Plan (*Concept Plan*) submitted by Carlson, Brigrance & Doering, Inc. and received on March 30, 2020, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B.

Engineer Review

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

1. The Cover Sheet should be removed from the submittal.
2. The required signature blocks should be added to Concept Plan. A copy will be provided.
3. The site layout should be removed from the Concept Plan as it is not required.
4. The location map should remain on the Concept Plan (no Cover Sheet).
5. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(8) the Concept Plan should include:

Proposed number of residential and non-residential lots, tracts or parcels of together with the estimated:

- (i) number of LUEs required for each category of lots;
- (ii) traffic volume to be generated by all proposed development other than single family residential.

6. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(9) the Concept Plan should include proposed and existing arterial and collector streets to serve the general area.

7. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(11) the Concept Plan should include significant drainage features and structures.

8. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(12) the Concept Plan should include significant existing features on or within 200 feet of the property such as railroads, roads, buildings, utilities and drainage structures.

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

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

Thank you,

A handwritten signature in blue ink, reading "Pauline M. Gray". The signature is fluid and cursive, with the first name "Pauline" being more prominent than the last name "Gray".

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

COMMENT RESPONSE
CBD No. 5163

JAY ENGINEERING COMPANY, INC.
P.O. Box 1220 (512) 259-3882
Leander, TX 78646 Fax 259-8016
Texas Registered Engineering Firm F-4780

Date: Monday, April 27, 2020

Geoff Guerrero
Carlson, Brigrance & Doering, Inc.
5501 West William Cannon
Austin TX 78749
geoff@cbdeng.com

Permit Number 2020-P-1243-CP
Job Address: The Emerald MF - Las Entradas - Concept Plan, Manor, TX. 78653

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Engineer Review

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

1. The Cover Sheet should be removed from the submittal.
COMMENT RESPONSE: Cover sheet removed.
2. The required signature blocks should be added to Concept Plan. A copy will be provided.
COMMENT RESPONSE: Signature blocks added.
3. The site layout should be removed from the Concept Plan as it is not required.
COMMENT RESPONSE: Site layout removed.
4. The location map should remain on the Concept Plan (no Cover Sheet).
COMMENT RESPONSE: Location map moved to plan sheet.
5. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(8) the Concept Plan should include:

Proposed number of residential and non-residential lots, tracts or parcels of together with the estimated:

COMMENT RESPONSE: Project is one (1) multi-family lot of 9.973 acres. Acreage added to concept plan sheet.

- (i) number of LUEs required for each category of lots;
COMMENT RESPONSE: Number of L.U.E.'s listed on plan sheet.

(ii) traffic volume to be generated by all proposed development other than single family residential.

COMMENT RESPONSE: Traffic volume listed on plan sheet.

6. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(9) the Concept Plan should include proposed and existing arterial and collector streets to serve the general area.

COMMENT RESPONSE: Road R.O.W. is shown on plan sheet.

7. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(11) the Concept Plan should include significant drainage features and structures.

COMMENT RESPONSE: Existing drainage structures shown and labeled on plan sheet.

8. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 21(c)(12) the Concept Plan should include significant existing features on or within 200 feet of the property such as railroads, roads, buildings, utilities and drainage structures.

COMMENT RESPONSE: Existing structures shown on plan sheet and called out.

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

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

Thank you,



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



AGENDA ITEM NO. 7

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

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 modify plant piping for operations and expansion facilitation, improve access to equipment, adjust yard piping and fencing to changed field conditions, improve administration building facility, enhance drainage and facilitate remote gate operation reliability at north gate. The change order results in total project change orders of less than 1% of the project construction cost and is within the budgeted contingency funds allocated for the project.

PRESENTATION: ☒ YES ☐ NO

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

Change Order No. 3

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve Change Order No. 3 to the construction contract for the Wilbarger Creek Wastewater Treatment and Collection System Improvements project with Excel Construction Services, LLC in the amount of \$55,256.00.

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

CHANGE ORDER

ORDER NO.: 3

DATE: May 13, 2020

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.3-1, Headworks Drain Revisions @ \$2,879.00/LS
- Item No. 2 - Add 1 LS Change Order Item C.O.3-2, Admin. Bldg. Canopy Modifications @ \$8,804.00/LS
- Item No. 3 - Add 1 LS Change Order Item C.O.3-3, 24" Filter Piping Revisions @ \$5,764.00/LS
- Item No. 4 - Add 1 LS Change Order Item C.O.3-4, Maintenance Access Door @ \$3,424.00/LS
- Item No. 5 - Add 1 LS Change Order Item C.O.3-5, Fencing Adjustment @ \$1,834.00/LS
- Item No. 6 - Add 1 LS Change Order Item C.O.3-6, Fire Hydrant Line Revisions @ \$9,358.00/LS
- Item No. 7 - Add 1 LS Change Order Item C.O.3-7, Storm Sewer Adjustments and Grading Revisions @ \$2,622.00/LS
- Item No. 8 - Add 1 LS Change Order Item C.O.3-8, Grit Pump Piping @ \$9,160.00/LS
- Item No. 9 - Add 1 LS Change Order Item C.O.3-9, Gate Remote Controller @ \$11,411.00/LS

2. Change to CONTRACT PRICE:

Original CONTRACT PRICE: \$16,722,300.00

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$16,825,397.00

The CONTRACT PRICE due to this CHANGE ORDER will be increased or (decreased) by: \$55,256.00

New CONTRACT PRICE including this CHANGE ORDER will be: \$16,880,653.00

3. Change to CONTRACT TIME:

The CONTRACT TIME will be increased or (decreased) by 5 calendar days for Base and Alternate Bid D for substantial completion of treatment plant expansion and new on-site lift station and 12 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 15, 2020. The date for substantial completion of Base Bid sludge processing

at existing plant work will be June 19, 2020. The date for final completion of all Base and Alternate Bid D work will be August 28, 2020.

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: DAVID WOLFF Signed: David Wolff
Contractor

JACO



October 22, 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 011 – Headworks Drain Revisions**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for revisions at the headworks drain. A 3" gate valve will be added to the grit basin drain and a 6" gate valve will be added to the rapid mix drain line. See below pricing and attached breakdown for review. We are requesting (0) additional contract days for this work.

PROPOSAL TOTAL

\$2,879.00

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: Headworks Drain Revisions
CPR 11

Date: October 22, 2019

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
3" MJ RW Gate Valve	\$ 323.13	X	1	\$323.13
Valve box	\$ 43.70	X	1	\$43.70
maximizer - 1 bag, valve collar	\$ 10.00	X	1	\$10.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
Subtotal				\$376.83
Sales Tax	\$376.83	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$376.83
LABOR:	Hours	Op	Rate	Extended
Gate valve and valve box install	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):	1	X	\$40.00	\$40.00
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:				\$140.00
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:	\$686.83	X	1	\$686.83
Work Comp / SS / Unemployment:	\$140.00	X	25.00%	\$35.00
SUBTOTAL:				\$721.83
OH&P @ 15%:	\$721.83	X	15.00%	\$108.27
EXCEL CONSTRUCTION SUBTOTAL:				\$830.10
SUBCONTRACTS WITH MARKUPS:	Amount	Op	Rate	Extended
Austin Underground - added 6" GV	\$1,723.01	X	1	\$1,723.01
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
SUBTOTAL:				\$1,723.01
OH&P @ 15%:	\$1,723.01	X	15.00%	\$258.45
SUBCONTRACTS SUBTOTAL:				\$1,981.46
SUBTOTAL / SUMMARY:	Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):	\$2,444.84	X	2.00%	\$48.90
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$2,860.46
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:	\$2,860.46	X	0.65%	\$18.59
GRAND TOTAL THIS CHANGE:				\$2,879

PROJECT: Wilbarger WWTP
ITEM NUMBER/DESC.: CO 002 - Additioanl 6" Gate Valve Assembly
Date Prepared: 10.22.19

ITEM DESCRIPTION	QTY	UNIT COSTS							TOTAL COSTS				
		UNIT	LABOR	EQUIP	MATERIAL	OTHER	O.T.Factor	Bid Unit Price	LABOR	EQUIP	MATERIALSUBC.	OTHER	Bid Price
LABOR													
Superintendent	1	HRS	\$ 38.00						\$ 38.00				
Foreman	2	HRS	\$ 25.00				1.1		\$ 50.00				
Operator	3	HRS	\$ 21.00				1.1		\$ 69.30				
Pipe Layer	3	HRS	\$ 18.00				1.1		\$ 59.40				
Common Labor	3	HRS	\$ 16.00				1.1		\$ 52.80				
EQUIPMENT													
Excavator/Frontend Loader	1.5	HRS		\$ 160.00						\$ 240.00			
Foreman Pickup	0.5	DAYS		\$ 75.00						\$ 37.50			
Small Tools	0.5	DAYS		\$ 50.00						\$ 25.00			
MATERIAL													
6" Gate Valve Assembly	1	EA			\$ 690.00						\$ 690.00		
Sewer Valve Box	1	EA			\$ 45.00						\$ 45.00		
Bedding	1	CY			\$ 33.00						\$ 33.00		
Other													

TOTALS

\$ 269.50 \$ 302.50 \$768.00 \$ - \$ -

Total Labor					\$ 269.50	
Total Material					\$768.00	
Total Other					\$ -	
Total Equipment					\$ 302.50	
			SubTotal		\$ 1,340.00	
Labor Burden	\$ 269.50	@	55.0%		\$ 148.23	
Labor OH&P	\$ 269.50	@	15.0%		\$ 40.43	
Material OH&P	\$ 768.00	@	15.0%		\$ 115.20	
Equipment OH&P	\$ 302.50	@	15.0%		\$ 45.38	
			SubTotal		\$ 1,689.23	
Bond	\$ 1,689.23		2.0%		\$ 33.78	
			TOTAL		\$ 1,723.01	
Quantity Changes Unit Bid Items			Total		\$ -	
Net Increase			TOTAL		\$ 1,723.01	



December 11, 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 012 – Admin Building Canopy**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for installation of a finished EW canopy in lieu of frame only EW canopy at the administration building. See below pricing and attached breakdown for review. We are requesting (4) additional contract days for this work.

PROPOSAL TOTAL

\$8,804.00

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: Admin Bldg Canopy
CPR 12

Date: December 11, 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 (4 hours):	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:				\$300.00
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:	\$470.00	X	1	\$470.00
Work Comp / SS / Unemployment:	\$300.00	X	25.00%	\$75.00
SUBTOTAL:				\$545.00
OH&P @ 15%:	\$545.00	X	15.00%	\$81.75
EXCEL CONSTRUCTION SUBTOTAL:				\$626.75
SUBCONTRACTS WITH MARKUPS:	Amount	Op	Rate	Extended
Red Dot	\$6,931.00	X	1	\$6,931.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
SUBTOTAL:				\$6,931.00
OH&P @ 15%:	\$6,931.00	X	15.00%	\$1,039.65
SUBCONTRACTS SUBTOTAL:				\$7,970.65
SUBTOTAL / SUMMARY:	Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):	\$7,476.00	X	2.00%	\$149.52
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$8,746.92
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:	\$8,746.92	X	0.65%	\$56.85
GRAND TOTAL THIS CHANGE:				\$8,804

CHANGE ORDER QUOTE #2131

Wednesday, December 4, 2019

JOB NAME: Excel Construction
JOB NUMBER: 19202 (Wilbarger Creek WWTP)
CUSTOMER CONTACT: Matt Cannon
RED DOT CONTACT: Darrell Geisendorff

Red Dot to provide materials and labor to erect finished EW canopy in lieu of frame only EW canopy.

- Transition
- 8x25z16 Purlins
- SSR Roofing
- FL-111 26ga Sil-Poly SSR Sculptured Rake
- L12 26ga Sil-Poly Soffit
- FL-241 26ga Sil-Poly SSR Gutter
- T9 26ga Sil-Poly Downspout w/Elbow

Cost of Change: \$6,931

Acceptance and authorization of this COQ is required within 10 Business Days of receiving

***** 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 BUILDINGS REPRESENTATIVE

CUSTOMER REPRESENTATIVE

Signature / Date

Signature / Date

Printed

Printed

Pricing: TP



December 12, 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 013 – Filter Piping Revisions**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for revisions at the filter piping. A 16" spool piece and 16" 90 has been added at the future filter #4 influent and effluent lines, respectively, to facilitate operation of the isolation knife gate valves at plant expansion. Influent 16" flange piping for filters 1/2/3 revised to relocate knife gate valves further away from the filters to allow for handwheel operation, credit included for the originally designated spool piece. See below pricing and attached breakdown for review. We are requesting (0) additional contract days for this work.

PROPOSAL TOTAL

\$5,764.00

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: Filter Piping Revisions
CPR 13

Date: December 12, 2019

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
Pipe/Fittings	\$ 3,977.33	X	1	\$3,977.33
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
Subtotal				\$3,977.33
Sales Tax	\$3,977.33	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$3,977.33
LABOR:	Hours	Op	Rate	Extended
Install additional pipe/fittings	12	X	\$25.00	\$300.00
	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, 2 hours):	2	X	\$40.00	\$80.00
Superintendent Time (2 hours):	2	X	\$75.00	\$150.00
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:				\$530.00
DIRECT JOB EXPENSES:	Amount	Op	Rate	Extended
Project Manager	3	X	\$85.00	\$255.00
	\$0.00	X	\$85.00	\$0.00
SUBTOTAL DIRECT JOB EXPENSES:				\$255.00
EXCEL CONSTRUCTION MARKUPS:	Amount	Op	Rate	Extended
Direct Costs:	\$4,762.33	X	1	\$4,762.33
Work Comp / SS / Unemployment:	\$530.00	X	25.00%	\$132.50
SUBTOTAL:				\$4,894.83
OH&P @ 15%:	\$4,894.83	X	15.00%	\$734.22
EXCEL CONSTRUCTION SUBTOTAL:				\$5,629.05
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):	\$4,894.83	X	2.00%	\$97.90
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$5,726.95
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:	\$5,726.95	X	0.65%	\$37.23
GRAND TOTAL THIS CHANGE:				\$5,764



Customer #	119162
Order #	L634681
Date Ordered	12/05/19
Job #	19-008
Job Name	WILBARGER WWTP
Purchase Order #	19-008
Method of Shipment	OUR TRUCK
Contract Order #	K619940
Ordered By	DAVID
Ship Via	CORE & MAIN LP

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

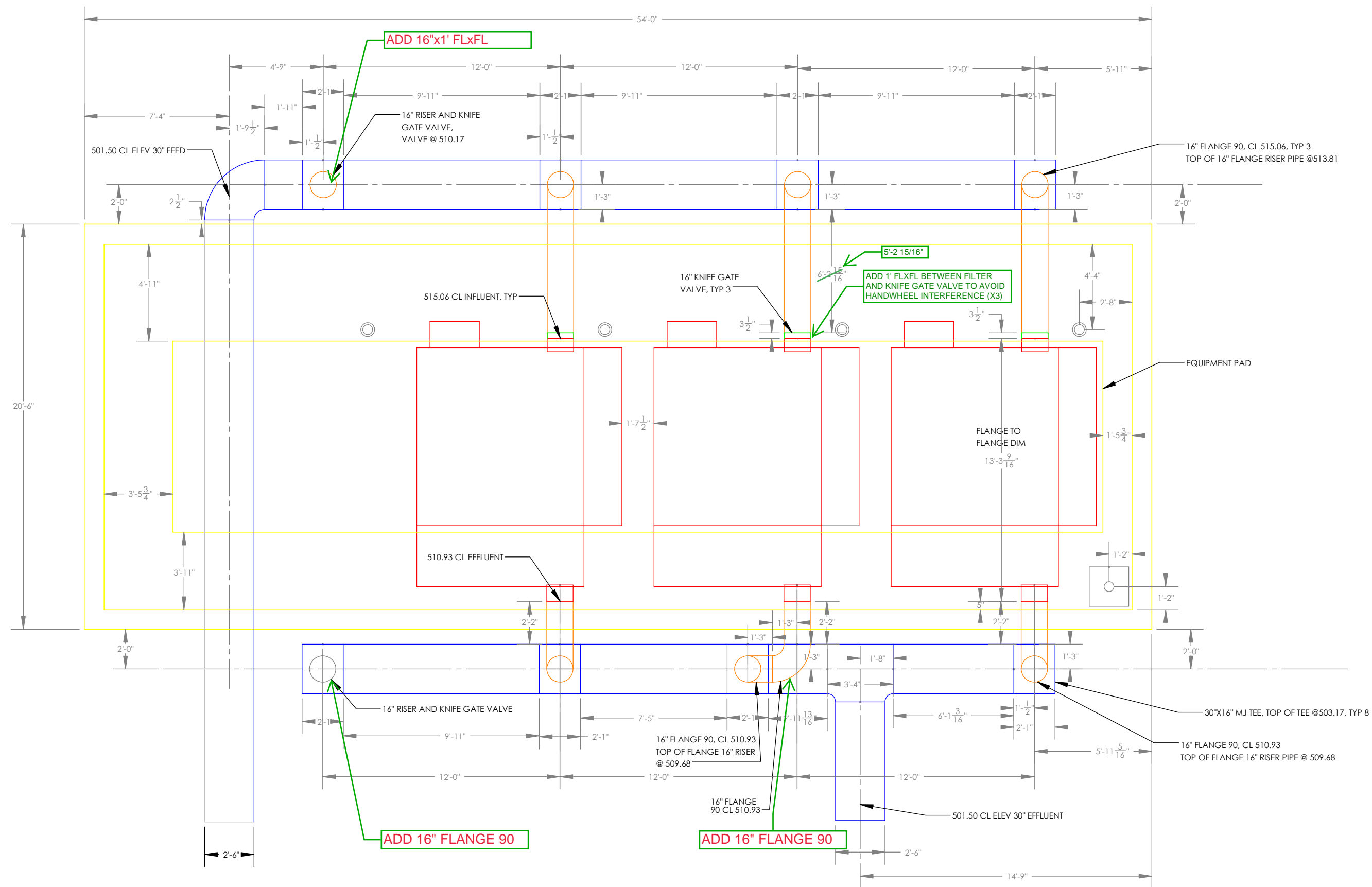
Phone: 210-657-1632

Bid Seq#	Product Code	Description	Qty Ordered	Qty Shipped	Qty B/O	Net Price	UOM	Ext Price
	24I169F	16 FLG 90 C110 IMP	2		2	574.61000	EA	.00
	/19015941857	16"X1'00" FLXFL DIP PCL	4		4	556.49000	EA	.00
	/21015944988	16 SAE GRADE 5 HEX BOLT/NUT/KT	7		7	44.23000	EA	.00
	24AFGFR06A	6X1/8 FLG FF RR GASKET	4		4	20.35000	EA	.00
	/21015949825	16"X5'2-15/16" FLXFL DIP PCL	3		3	960.14000	EA	.00
		16"X6'2-15/16" FLXFL DIP PCL	-3			(889.76)	EA	(2669.27)

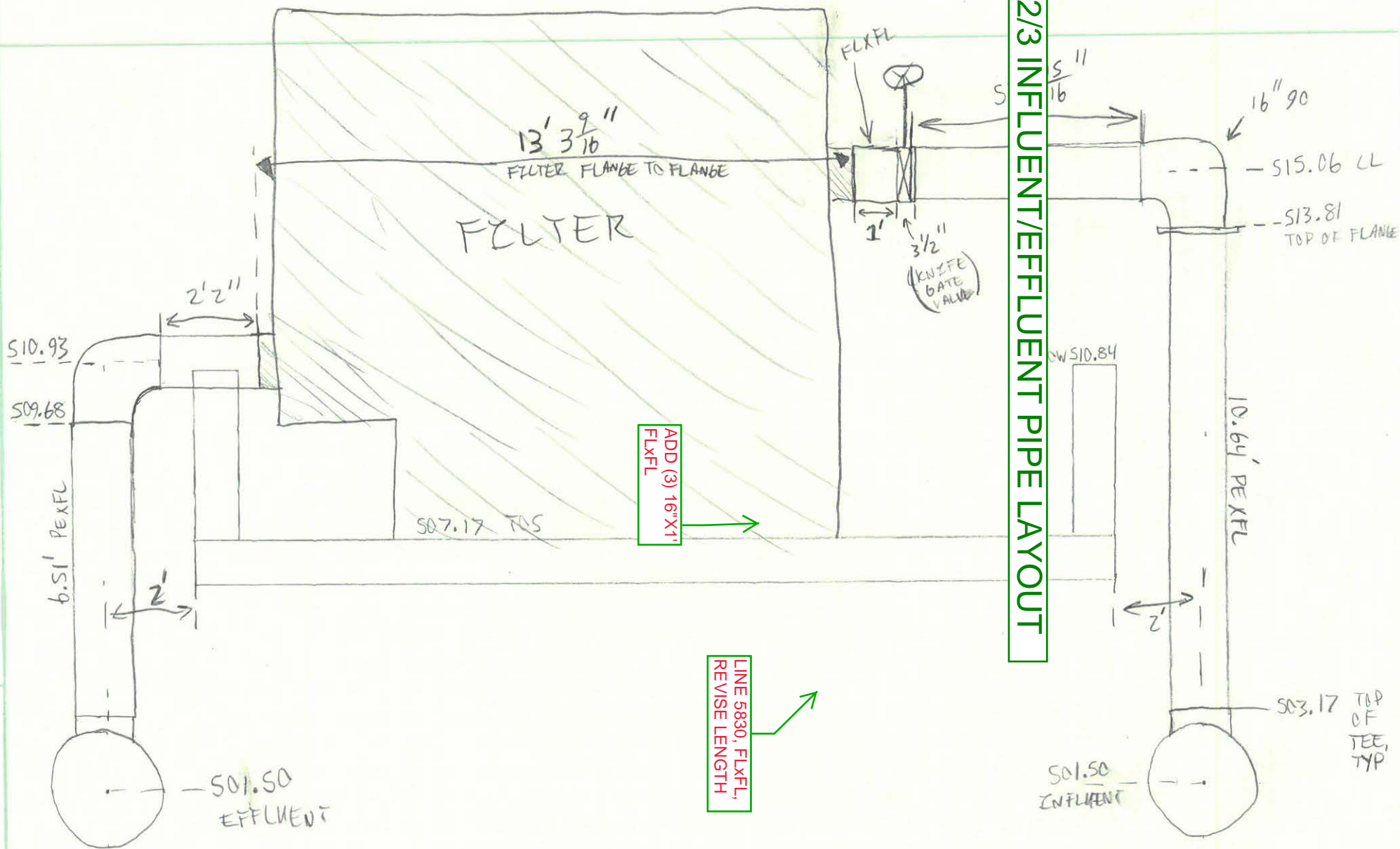
Terms in accordance with shipping manifest.

Special Instructions/Comments:
WARNING-HEAVY ITEM-LIFT ASSISTANCE REQ'D
BID # 931120 C/O # K619940
BID NM: MANOR- WILBARGER CREEK WWTP
EXCEL
C/O # K619940

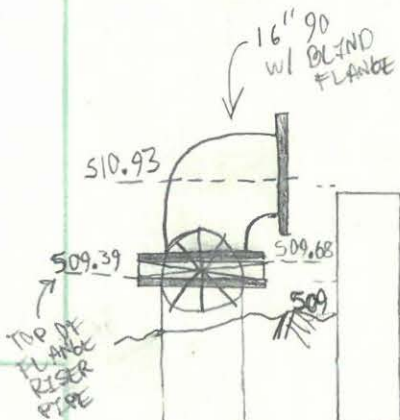
Total Shipped:	\$3,977.33	.00
Total Ordered:	6646.61	



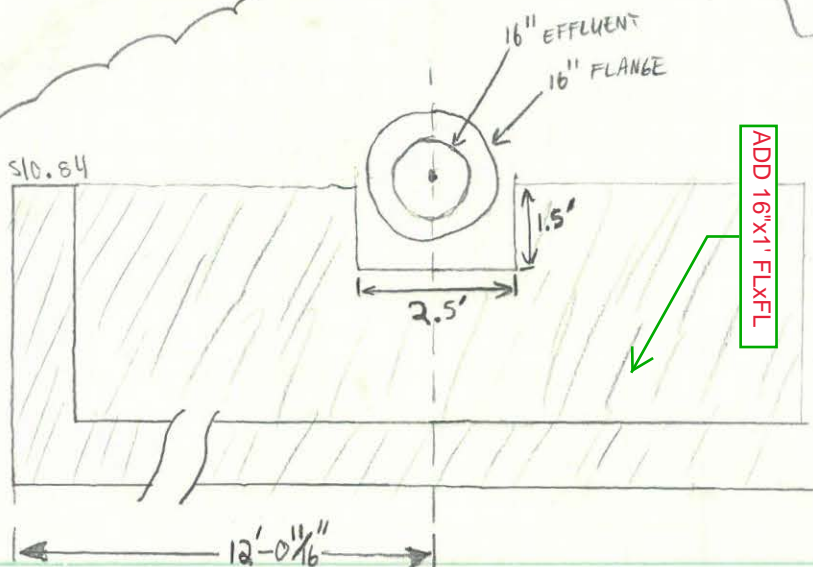
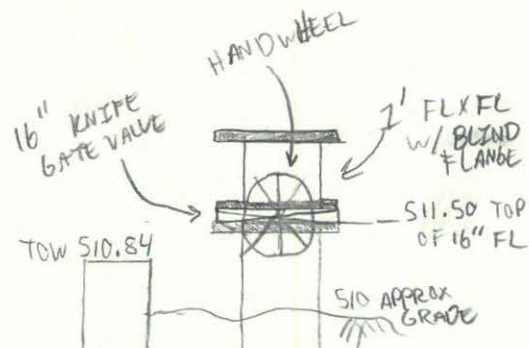
ER 1/2/3 INFLUENT/EFFLUENT PIPE LAYOUT



FUTURE FILTER PIPE LAYOUT



507.17 TOS





January 21, 2020

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 014 – Door 21A**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for the administration building parts and meter room door 21A as described on the attached Heimsath Architects ASI #003. See below pricing and attached breakdown for review. We are requesting (0) additional contract days for this work.

PROPOSAL TOTAL

\$3,424.00

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

ARCH SUPPLEMENTAL INSTRUCTIONS

Date: 10/10/19
Project: Wilbarger Creek WWTP Office Bldg.
Arch. Proj. #: 916
Reviewed by: Eric MacInerney
ASI #: 003

Door 21A

- Door 21A is the door from the parts and meter room to the attic mechanical.
 - It should be a wood framed solid core door.
 - The door is 36" wide by 36" tall.
 - Painted to match wall.
 - Hardware:
 - Lever handle
 - Storeroom operation
 - Cylinder type lock.



CHANGE PROPOSAL SUMMARY SHEET



Project Name: **WILBARGER CREEK WASTEWATER TREATMENT & COLLECTION SYSTEM IMPROVEMENTS**
 Change Description: **Door 21A**
 CPR 14

Date: January 21, 2020

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
Door 21A	\$ 2,523.00	X	1	\$2,523.00
Door 21A hardware	\$ 215.00	X	1	\$215.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
Subtotal				\$2,738.00
Sales Tax	\$2,738.00	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$2,738.00
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, 2 hours):	0	X	\$40.00	\$0.00
Superintendent Time (2 hours):	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	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:	\$2,908.00	X	1	\$2,908.00
Work Comp / SS / Unemployment:	\$0.00	X	25.00%	\$0.00
SUBTOTAL:				\$2,908.00
OH&P @ 15%:	\$2,908.00	X	15.00%	\$436.20
EXCEL CONSTRUCTION SUBTOTAL:				\$3,344.20
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):	\$2,908.00	X	2.00%	\$58.16
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$3,402.36
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:	\$3,402.36	X	0.65%	\$22.12
GRAND TOTAL THIS CHANGE:				\$3,424



1045 Reinli Street, Ste. B
Austin, TX 78723
512 912-9587 O
info@flitch-hw.com

Wilbarger – 11/8/2019

Reference Document: Heimsath Architectural Drawings Dated: 3/11/2019

Estimate : WIL - EST

Elevation	Reference	Face Type	Face Tier	Finish Type	Price
Attic Door	3/A6.1	Slab	Tier 1	Raw - Sanded	\$1,523
- 1 Passage Door(s)					
- 1 Door Jamb(s)					
-- Note: Prehung - hardware by others					

Signature _____	Date _____	Product	\$1,523
		Packaging and Shipping	\$300
Signature _____	Date _____	Installation Estimate (hourly)	\$700
		Total w/ Estimated Installation (no tax)	\$2,523

\$208 additional sales tax not applicable with resale certificate or when purchased with installation

*Packaging and delivery charge INCLUDED in total.

Packaging includes ½" foam applied to product faces and cardboard corner protectors.

Packaging is cut in a manner to be reused as installed work protection.

Price above for installation is an estimate only. Installation will be billed on a time plus materials basis at a rate of \$65/hour and materials plus 15%. Installation work is invoiced biweekly with the balance due within 14 days.

Installation incentive:

Upon completion of the installation of a project if the total billed installation is less than the estimated installation listed above, the customer will be billed for 25% of the difference. This money will be paid to the installers as a bonus to incentivize timely and accurate work.

Estimate above includes:

- Creation of shop prints
- All specified raw materials
- Construction, Finish and Delivery

Hardware is included in proposal *except* door and drawer handles.



January 23, 2020

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 015 – Fence Reinstall**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for the reinstallation of approx. 82' of existing site fencing. Actual fence location was further south than shown on the plansheets and a portion needed to be removed for the 24" WW gravity line and WW MH #2 installation. See below pricing and attached breakdown for review. We are requesting (0) additional contract days for this work.

PROPOSAL TOTAL

\$1,834.00

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

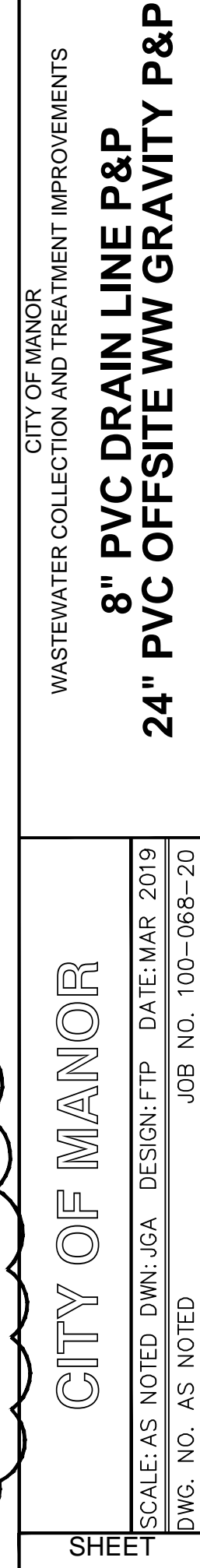


Project Name: WILBARGER CREEK WASTEWATER TREATMENT & COLLECTION SYSTEM IMPROVEMENTS
Change Description: Fence Reinstall
CPR 15

Date: January 23, 2020

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 hours):	0	X	\$40.00	\$0.00
Superintendent Time (2 hours):	2	X	\$75.00	\$150.00
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:				\$150.00
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:	\$320.00	X	1	\$320.00
Work Comp / SS / Unemployment:	\$150.00	X	25.00%	\$37.50
SUBTOTAL:				\$357.50
OH&P @ 15%:	\$357.50	X	15.00%	\$53.63
EXCEL CONSTRUCTION SUBTOTAL:				\$411.13
SUBCONTRACTS WITH MARKUPS:	Amount	Op	Rate	Extended
Arctic Fence	\$1,200.00	X	1	\$1,200.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
SUBTOTAL:				\$1,200.00
OH&P @ 15%:	\$1,200.00	X	15.00%	\$180.00
SUBCONTRACTS SUBTOTAL:				\$1,380.00
SUBTOTAL / SUMMARY:	Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):	\$1,557.50	X	2.00%	\$31.15
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$1,822.28
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:	\$1,822.28	X	0.65%	\$11.84
GRAND TOTAL THIS CHANGE:				\$1,834

1. EXISTING UTILITY LOCATIONS SHOWN HEREON ARE APPROXIMATE. CONTRACTOR IS TO VERIFY LOCATIONS OF ALL EXISTING UTILITY LINES PRIOR TO COMMENCING WORK.





March 30, 2020

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 016 rev2 – FH Line Revisions**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for revisions to the 8" PVC water line. Existing 6" potable line is located south of the location shown. Work includes installation of a 6" gate valve, additional 6" and 8" fittings, and asphalt repair. See below pricing and attached breakdown for review. We are requesting (3) additional contract days for this work.

PROPOSAL TOTAL

\$9,358.00

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 IMPROVEMENT.**
 Change Description: **FH Line Revisions**
 CPR 16 - REV2 Date: March 30, 2020

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
6" and 8" sleeve	\$ 114.38	X	1	\$114.38
6" Tee	\$ 87.75	X	1	\$87.75
6" C900	\$ 100.60	X	1	\$100.60
6" MJ gate valve	\$ 506.95	X	1	\$506.95
8" 11-1/4	\$ 63.75	X	1	\$63.75
Valve box	\$ 123.20	X	1	\$123.20
Bolt/Nut/Accessory	\$ 553.12	X	1	\$553.12
Bedding	\$ 21.59	X	15	\$323.85
		X	1	\$0.00
Subtotal				\$1,873.60
Sales Tax	\$1,873.60	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$1,873.60
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, 2 hours):	2	X	\$40.00	\$80.00
Superintendent Time (4 hours):	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:				\$380.00
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:	\$2,593.60	X	1	\$2,593.60
Work Comp / SS / Unemployment:	\$380.00	X	25.00%	\$95.00
SUBTOTAL:				\$2,688.60
OH&P @ 15%:	\$2,688.60	X	15.00%	\$403.29
EXCEL CONSTRUCTION SUBTOTAL:				\$3,091.89
SUBCONTRACTS WITH MARKUPS:	Amount	Op	Rate	Extended
JBS	\$5,258.12	X	1	\$5,258.12
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
SUBTOTAL:				\$5,258.12
OH&P @ 15%:	\$5,258.12	X	15.00%	\$788.72
SUBCONTRACTS SUBTOTAL:				\$6,046.84
SUBTOTAL / SUMMARY:	Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):	\$7,946.72	X	2.00%	\$158.93
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$9,297.66
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:	\$9,297.66	X	0.65%	\$60.43
GRAND TOTAL THIS CHANGE:				\$9,358



14202 Fort Smith Trail; Austin, TX 78734

<http://jbsundergroundllc.com>jbsunderground@gmail.com

City of Austin Right of Way Contractor License 2018-063093 LC

Underground Fire Line Installers License: SCR-U-2203019, Byron Dupre RME-U-2203013

Texas Commission on Environmental Quality – OSSF I (Septic) Installer License: Byron Dupre OS0033375

Bid Proposal Date: 3/26/2020

Project Name: City of Manor Wastewater Collection and Treatment Plant Improvements

Project Address: 547 Llano St. Manor, TX 78653

Owners Information	General Contractor	Engineer Information
Company Name: City of Manor Contact Name: Address: Phone: Email:	Firm Name: Excel Construction Services, LLC Contact Name: David Wolff (512) 944-3039	Firm Name: Contact Name: Address: Phone: Email:

ITEM	Scope of Work	QTY	UNITS	U/P	COST
1	Install Extra Fitting and Restraints on 8" line.	1	LS	\$350.00	\$350.00
2	Wet Connection 6" x 6" Tee and 6" Valve on Existing Line.	1	LS	\$1,550.00	\$1,550.00
2	Install 1' D X 30" W Compacted Road Base in Roadway.	24	LF	\$47.38	\$1,137.12
3	Asphalt Removal and Repair, Including Tack and Type D Hot Mix.	108	SF	\$14.00	\$1512.00
4	Standby/Down Time (Equipment Only).	1	DAY	709.00	709.00
Total:					\$5,258.12

Notes:

***Owner or General Contractor Excel Construction are Responsible for Traffic Control, Trench Plates, Trench Protection, Public Safety in Roadway and are to provide JBS Underground a Safe Work Environment, Protected from Traffic According to the TXDOT Uniform Traffic Control Manual.**

***Price is for installing customer provided pipe and materials needed to install waterline.**

***G.C. is to provide Pipe Bedding required to complete the work.**

***Area is to be marked out and the alignment staked, if conflict of existing utilities with centerline of new ditch arise Excel Construction shall pay JBS Underground down time for equipment, labor, overhead, profit for time down.**

***If JBS is requested to preform additional work there must be a signed work order before work is commenced.**

***Haul off is excluded from this bid.**

Proposal excludes unless noted: Bonds, Taxes, Rock Excavation, Haul Off, Initial Survey Control Points, Structural Excavation, Vapor Barriers, Gravel Drainage Layers, Top Soil, Fine Grading Landscaping, Grassing, Re-Seeding, Hazardous Material Handling, Move or Remove Existing utilities, Barricades, Traffic Control, Car Stops, Signage, Striping, Other Contractor Disposal, Shoring, Bracing, Demolition of Structures, Lime Stabilization, Water to Restore Vegetation.

Proposal Terms & Conditions:

Prices based on one mobilization If additional mobilization is required, a charge of 1,500.00 will be applied per each.

Price does not include rock excavation, if rock excavation equipment is needed there will be a extra charge of \$100.00 Foot.

Customer/Owner is responsible for protecting the work from tenants, customers and other work site activities. Any changes in the scope of the work not listed in the above proposal will be issued a change order prior to commencing with the additional work. Customer/Owner is responsible for clearing the work area of cars, trash, and other items inside the work zone prior to work commencing. This proposal is void if not signed and returned 30 days from proposal date.

Terms & Conditions:

All agreements must be made in writing. All permits and fees are excluded unless otherwise noted. JBS Underground LLC will carry General Liability, Workman's Compensation and Commercial Auto Insurance for work provided in the performance of this contract. The amounts included in this estimate are based on information provided and are subject to change if new information is provided or differing site conditions are encountered. From time to time, the work performed in this quote requires different quantities or make and model of materials, the fees for these additional amounts of materials will be discussed and agreed to prior to commencement of work. All changes in the scope of the work must be agreed prior to the commencement of work. Fees for our services are due 30 days from the date of invoice. 0% Retainage is be withheld from amount due to JBS Underground at any time. Payments should be remitted to JBS Underground. Interest shall accrue for all amounts past due at the rate of eighteen percent (18%) compound interest per annum or highest legal limit. The Contractor agrees to pay reasonable attorney fees, expert fees, all costs of court, and any other expenses incurred by JBS Underground in the collection of any sums due under the performance of this contract. The venue for any legal action under this contract shall be Travis County, Texas. The parties expressly agree to waive the right to a jury trial.

Payment Terms: Payment is due no later than 10 calendar days from invoice date.

By signing below, you have stated that the price and terms have been accepted and the work is authorized to begin

Customer Signature:

Title:

Company Name:

Date:



March 30, 2020

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 017 – Grading Revisions**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for revisions to the grading plan. Revised plansheet 7 received 3/11/2020 indicates increased LF for the 18" CMP and added height of the 3'x3' precast grate inlets. See below pricing and attached breakdown for review. We are requesting (1) additional contract days for this work.

PROPOSAL TOTAL

\$2,622.00

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: **Grading Revisions**
 CPR 17

Date: March 30, 2020

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
18" CMP - 7'	\$ 349.00	X	1	\$349.00
Storm/Sewer Precast	\$ 150.00	X	1	\$150.00
		X	1	\$0.00
		X	1	\$0.00
		X	15	\$0.00
		X	1	\$0.00
Subtotal				\$499.00
Sales Tax	\$499.00	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$499.00

LABOR:	Hours	Op	Rate	Extended
CMP and Precast - Additional excavation, install, backfill (4 men at 1 day)	32	X	\$25.00	\$800.00
	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, 4 hours):	4	X	\$40.00	\$160.00
Superintendent Time (2 hours):	2	X	\$75.00	\$150.00
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:				\$1,110.00

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:	\$1,949.00	X	1	\$1,949.00
Work Comp / SS / Unemployment:	\$1,110.00	X	25.00%	\$277.50
SUBTOTAL:				\$2,226.50
OH&P @ 15%:	\$2,226.50	X	15.00%	\$333.98
EXCEL CONSTRUCTION SUBTOTAL:				\$2,560.48

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):	\$2,226.50	X	2.00%	\$44.53
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$2,605.01
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:	\$2,605.01	X	0.65%	\$16.93
GRAND TOTAL THIS CHANGE:				\$2,622

TEXAS CORRUGATORS Quotation

P.O. Box 938
Round Rock, TX 78680
(512)388-0588
(512)388-0417 Fax
www.txcorr.com

Grates
Sign Posts
Geotextiles
Bridge Railing
Metal Fabrication
Safety Pipe Runners
Corrugated Steel Pipe
Cast Iron Rings & Covers
Metal Beam Guard Fence

EXCEL CONSTRUCTION SERVICES, LLC.

PROJECT

WILLBARGER WW TREATMENT PLANT
LOOP 212 & LLANO STREET
CITY OF MANOR (ADD CMP)

ATTN: DAVID

QUANTITY	DESCRIPTION	UNIT PRICE
7 LF	18" 16 GA GALV. CMP	\$32.00 /LF
1 EA.	(IF) FREIGHT	\$125.00 EA.

NOTE: PRICE INCL. NECESSARY BAND COUPLERS

TERMS OF PAYMENT: NET 30 DAYS
PRICES VALID FOR 30 DAYS
SALES TAX NOT INCLUDED

DELIVERY: IN STOCK
F.O.B. POINT: TRUCKS-JOBSITE

Subject to being awarded the contract, we accept your proposal
to furnish the job requirements at the unit prices quoted above

Company Name _____

Print Name _____

Signature _____ Date _____

Respectfully submitted,
TEXAS CORRUGATORS-AUSTIN DIVISION, INC

BY Evan Westphal Date: 3.12.20



March 31, 2020

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 018 – Grit Pump Piping**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for revisions to the grit pump piping. Revised plansheet 25 received 2/13/2020 includes revisions to the piping layout for the grit pumps. Please see attached revised plansheet 25 and proposed piping layout for reference. Proposed includes minor revisions per discussions. See below pricing and attached breakdown for review. We are requesting (1) additional contract days for this work.

PROPOSAL TOTAL

\$9,160.00

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: Grit Pump Piping
CPR 18 **Date:** March 31, 2020

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
Core&Main - Pipe	\$ 9,314.67	X	1	\$9,314.67
Original Pipe - credit	\$ (2,444.56)	X	1	-\$2,444.56
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
Subtotal				\$6,870.11
Sales Tax	\$6,870.11	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$6,870.11
LABOR:	Hours	Op	Rate	Extended
Additional install (3 men at 1/2 day)	12	X	\$25.00	\$300.00
	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, 2 hours):	2	X	\$40.00	\$80.00
Superintendent Time (1 hours):	1	X	\$75.00	\$75.00
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:				\$455.00
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:	\$7,665.11	X	1	\$7,665.11
Work Comp / SS / Unemployment:	\$455.00	X	25.00%	\$113.75
SUBTOTAL:				\$7,778.86
OH&P @ 15%:	\$7,778.86	X	15.00%	\$1,166.83
EXCEL CONSTRUCTION SUBTOTAL:				\$8,945.69
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):	\$7,778.86	X	2.00%	\$155.58
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$9,101.27
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:	\$9,101.27	X	0.65%	\$59.16
GRAND TOTAL THIS CHANGE:				\$9,160



Bid Proposal for Manor- Wilbarger Creek Grit Change Order

CUSTOMER	EXCEL CONSTRUCTION SERVICES 1202 LEANDER DRIVE LEANDER, TX 78641	Job Manor- Wilbarger Creek Grit Change Order Manor, TX Bid Date: 05/13/2019 Bid #: 1289307
	Sales Representative Greg Arentz (M) 210-379-7606 (T) 210-657-1632 (F) 210-657-2321 Greg.Arentz@coreandmain.com	Core & Main 13790 Judson Rd San Antonio, TX 78233 (T) 210-657-1632
	NOTES Coangs Beyond Prime - By Others Spray System - By Others All Materials Inside Process Basins Beyond Wall Pieces - By Equipment Supplier All Concrete except (3) Chem Vaults and NPW Valve Vault - By Forterra Bid Complements ETT, PB & GH Equipment Scopes	



Bid Proposal for Manor- Wilbarger Creek Grit Change Order

EXCEL CONSTRUCTION SERVICES
Job Locaon: Manor, TX

Bid Date: 05/13/2019

Core & Main 1289307

Addendum: 1 - 5 (05/10/2019)

Core & Main

13790 Judson Rd

San Antonio, TX 78233

Phone: 210-657-1632

Fax: 210-657-2321

Seq#	Qty	Descripon	Units	Price	Ext Price
10		6" GRIT PUMP SUCTION			
20	1	6X08'00" PEXPE DI PEL	EA	331.62	331.62
30	1	6 MJ 45 C153 P401 IMP	EA	193.88	193.88
40	1	6X07'00" FLXPE DI PEL	EA	326.80	326.80
50	1	6 FLG TEE C110 P401 IMP	EA	206.85	206.85
60	2	6X4 FLG ECC RED C110 P401 PR IMP	EA	448.50	897.00
70	1	6X06'08" FLXFL DI PEL	EA	373.24	373.24
80	1	6 FLG 90 C110 P401 IMP	EA	162.33	162.33
100		GRIT PUMP DISCHARGE			
110	2	4X3 FLG RED C110 P401 PR IMP	EA	148.88	297.76
120	2	4X04'00" FLXPE DI PEL	EA	179.91	359.82
130	2	4 106LW KE FLG W&L CK VLV	EA	856.52	1,713.04
140	1	4X03'11" FLXFL DI PEL	EA	215.69	215.69
150	1	4X04'11" FLXFL DI PEL	EA	252.15	252.15
160	1	4X05'02-13/16" FLXFL DI PEL	EA	270.38	270.38
170	3	4 FLG 90 C110 P401 IMP	EA	189.38	568.14
180	1	4X05'05-1/4" FLXFL DI PEL	EA	270.38	270.38
190	1	4X02'00" FLXPE DI PEL	EA	106.98	106.98
210	1	317-048014-000 4X2IP SADDLE EPOXY W/304SS STRAPS 4.40-4.80 OD	EA	88.14	88.14
220	1	2X3 316SS NIPPLE	EA	6.51	6.51
230	1	2 SS THRD BALL VLV FIPT	EA	88.06	88.06
240	1	2 APCO 401WA.1 SWR A/V VLV	EA	733.16	733.16
250	20	1 SCH80 PVC PIPE SWB 20'	FT	0.68	13.60
260	2	1 PVC S80 90 HXH 806-010	EA	2.41	4.82
280	2	6" STANDON C9206 FULL CIRCLE PIPE SUPPORT SS304 BODY	EA	227.50	455.00
300	1	4" STANDON C9204 FULL CIRCLE PIPE SUPPORT SS304 BODY	EA	224.00	224.00
320	20	2 SCH40 316SS PIPE	FT	17.72	354.40
330	2	12 SS CLAMP F/SEWER SAD FITTINGS	EA	4.50	9.00
350	2	6 3006P DI STARGRIP RESTR. (I) W/ACC - SGDPPK06	EA	34.12	68.24
360	8	6 SAE GRADE 5 HEX BOLT/NUT/KIT	EA	9.06	72.48
370	8	6X1/8 FLG FF RR GASKET	EA	4.87	38.96
380	9	4 SAE GRADE 5 HEX BOLT/NUT/KIT	EA	5.18	46.62
390	9	4X1/8 FLG FF RR GASKET	EA	2.08	18.72
END PACKAGE					8,767.77
410		*****			
420		ADDITIONAL MATERIAL AS NEEDED:			
430	1	DRAWINGS	EA	500.00	500.00



Bid Proposal for Manor- Wilbarger Creek Grit Change Order

Bid #: 1289307

Seq#	Qty	Descripon	Units	Price	Ext Price
450	1	LUBE 1 GAL F/WTR/SWR PIPE	EA	19.00	19.00
470	1	CEMENT- PVC #717 GRAY - QUART	EA	15.95	15.95
480	1	PRIMER- P68 PURPLE - QUART	EA	11.95	11.95
END PACKAGE					546.90
Sub Total					9,314.67
Tax					0.00
Total					9,314.67

Branch Terms:

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES UPON THIRTY (30) CALENDAR DAYS' NOTICE TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: [hp _s://coreandmain.com/TandC/](https://coreandmain.com/TandC/)

Grit Pump Suction - Original - Credit Items

4"X5'00" PEXPE DIP TEL	1	EA	188.37	188.37
4 MJ 45 C153 P401 IMP	1	EA	123.58	123.58
4 FLG TEE C110 P401 PR IMP	1	EA	276.39	276.39
4"X12'00" FLXFL DIP PEL	1	EA	508.87	508.87
4"X3'00" FLXFL DIP PEL	1	EA	172.84	172.84
4 SAE GRADE 5 HEX BOLT/NUT/KIT	10	EA	5.18	51.80
4X1/8 FLG FF RR GASKET	10	EA	2.08	20.80


Grit Pump Discharge - Original - Credit Items

4"X3'00" PEXFL DIP PEL	2	EA	143.86	287.72
4"X6'00" FLXFL DIP PEL	2	EA	289.45	578.90
4"X6'00" FLXPE DIP PEL	1	EA	235.29	235.29

Total Credit ----> **2,444.56**



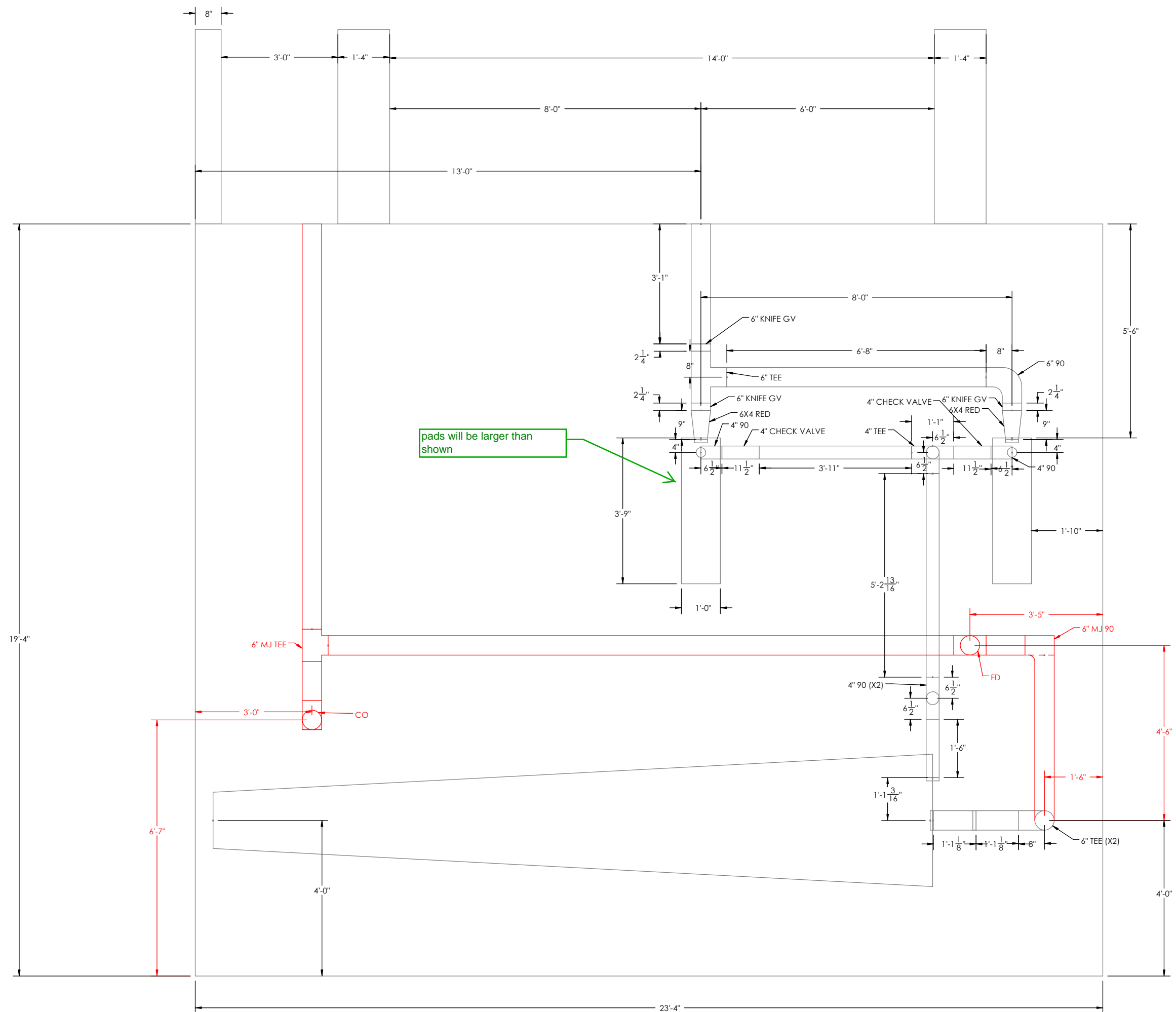
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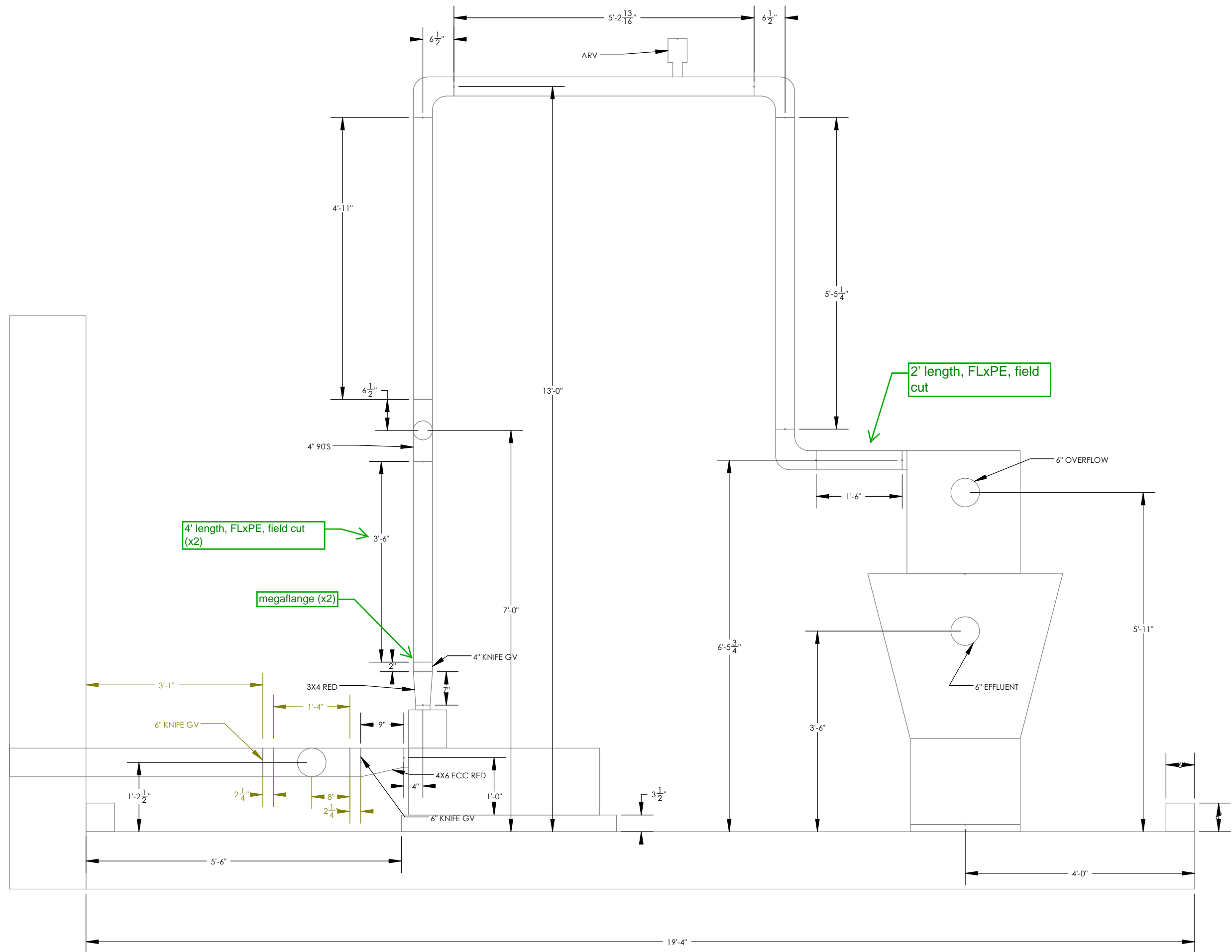


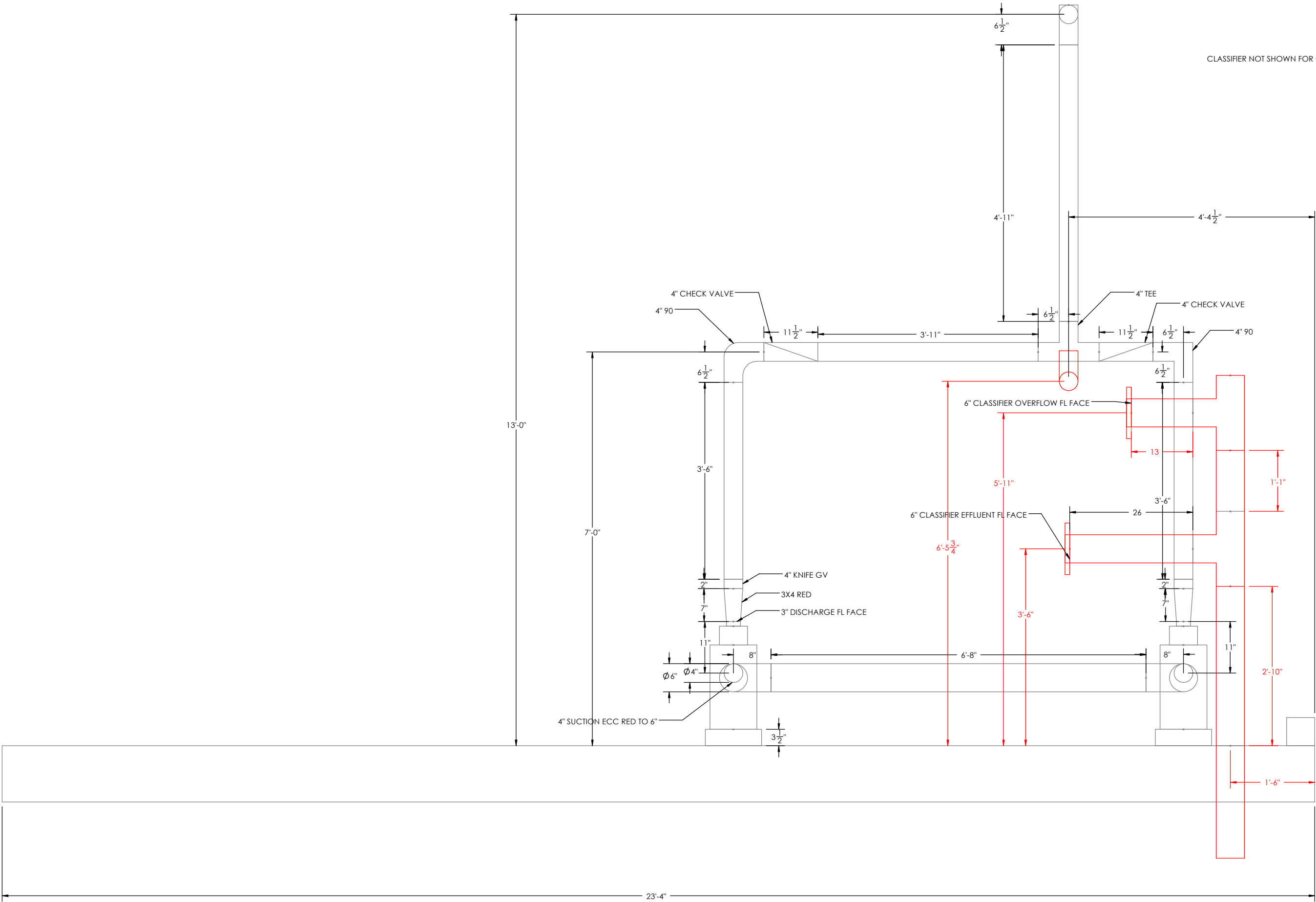
CITY OF MANOR

ISSCALE: AS NOTED DWN: JCA DESIGN: FTP DATE: MAR 2019
JOB NO. 100-068-20

SHEET
25









April 16, 2020

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 019 – Gate Remote Controller**

Dear Mr. Tuley:

Excel Construction Services is pleased to offer the following pricing for installation of a remote controller at the north Llano street gate entrance. Per security contractor, after review of the conduit run distance from the administration building this gate will need to have a remote controller installed at the gate and antenna installed at the building. See below pricing and attached breakdown for review. We are requesting (3) additional contract days for this work.

PROPOSAL TOTAL

\$11,411.00

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: Gate Remote Controller
CPR 19

Date: April 16, 2020

MATERIALS/QUOTES:	Amount	Op	Rate	Extended
Concrete Pad	\$ 75.00	X	1	\$75.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
Subtotal				\$75.00
Sales Tax	\$75.00	X	0.00%	\$0.00
MATERIAL/QUOTES SUBTOTAL				\$75.00
LABOR:	Hours	Op	Rate	Extended
Pad for rack (2 men at 1/2 day)	9	X	\$25.00	\$225.00
	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, 1 hours):	1	X	\$40.00	\$40.00
Superintendent Time (1 hours):	1	X	\$75.00	\$75.00
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:				\$340.00
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:	\$585.00	X	1	\$585.00
Work Comp / SS / Unemployment:	\$340.00	X	25.00%	\$85.00
SUBTOTAL:				\$670.00
OH&P @ 15%:	\$670.00	X	15.00%	\$100.50
EXCEL CONSTRUCTION SUBTOTAL:				\$770.50
SUBCONTRACTS WITH MARKUPS:	Amount	Op	Rate	Extended
T. Morales	\$6,165.00	X	1	\$6,165.00
Technik	\$2,854.94	X	1	\$2,854.94
		X	1	\$0.00
		X	1	\$0.00
		X	1	\$0.00
SUBTOTAL:				\$9,019.94
OH&P @ 15%:	\$9,019.94	X	15.00%	\$1,352.99
SUBCONTRACTS SUBTOTAL:				\$10,372.93
SUBTOTAL / SUMMARY:	Amount	Op	Rate	Extended
Liability / Builders Risk (Cost of Work Only):	\$9,689.94	X	2.00%	\$193.80
SUBTOTAL (Excel Subtotal / Subcontracts / Builders Risk):				\$11,337.23
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:	\$11,337.23	X	0.65%	\$73.69
GRAND TOTAL THIS CHANGE:				\$11,411

ORIGINAL



Technik Enterprises, LLC

P.O Box 17875
AUSTIN, TX 78760
(512) 243-8007

Quotation

Nathan Barney

Customer

Name **Excel Construction Services, LLC (David Wolff)**
Address **547 Loano St**
City **Manor** State **TX** ZIP **78653**
Phone **(512) 944-3039** **david@excelconstruction.com**

Date **11/7/2019**
Terms: **25% Prior**
Estimate # **3520**
Expires **11/22/2019**

Qty	Description	Unit Price	TOTAL
Access System			
1	Access Controller	\$1,119.20	\$1,119.20
1	Access Expansion Board	\$330.00	\$330.00
11	Readers	\$69.99	\$769.89
5	Mortise Strikes	\$547.49	\$2,737.45
3	72" Dual Pedestal	\$392.99	\$1,178.97
1	12VDC Power Supply W/ACM8	\$374.99	\$374.99
2	12V 7AH Battery	\$23.99	\$47.98
<p><i>Note: Others to provide conduit to readers and gate pedestals, and from gate pedestals to gate motors. Gate pedestal locations to have a cement curb with pad provided by others.</i></p> <p><i>Scope: 5 interior doors, 3 Gates W/Dual Readers</i></p>			
1	Door Set NTE/1000'	\$600.00	\$600.00
1	Misc. Parts & Supplies	\$178.96	\$178.96
42	Labor	\$95.00	\$3,990.00
<p><i>Notes: "Others" to provide all structure, conduit, junction boxes, wire chase ways, 110VAC, any additional insurance or other requirements not included in scope of work.</i></p> <p><i>Any warranty period provided by Technik begins with beneficial use. Signed Contract and initial payment required prior to start of any work.</i></p> <p><i>Ask us about our Financing options</i></p>			

BY OTHERS

ALL PRICING BASED ON CASH DISCOUNT

Project	\$1,132.74	\$858.99
SUBTOTAL	\$12,460.19	\$9,448.99
Shipping & Handling	\$0.00	
Estimated Tax Rate	8.25%	
& Taxes TX	\$1,027.97	
ESTIMATED TOTAL	\$13,488.15	TOTAL

Nathan Barney

Office Use Only

REVISED FOR GATE 3 REMOTE CONTROLLER/ANTENNA



Technik Enterprises, LLC

P.O Box 17875
AUSTIN, TX 78760
(512) 243-8007

Quotation

Larry Tummins

Customer

Name **Excel Construction Services, LLC (David Wolff)**
Address **547 Llano St**
City **Manor** State **TX** ZIP **78653**
Phone **(512) 944-3039** **david@excelconstruction.com**

Date **1/16/2020**
Terms: **25% Prior**
Estimate # **3520C**
Expires **1/31/2020**

Qty	Description	Unit Price	TOTAL
	Entry Control System		
1	Access Controller	\$1,119.20	\$1,119.20
1	Access Expansion Board	\$330.00	\$330.00
11	Readers	\$69.99	\$769.89
0	Locks "Provided and Installed by others"		
3	72" Dual Pedestal	\$392.99	\$1,178.97
1	12VDC Power Supply W/ACM8	\$374.99	\$374.99
4	12V 7AH Battery	\$23.99	\$95.96
1	Remote Access Control Board	\$526.50	\$526.50
1	16 x 12 x 6 IP66 Enclosure (for remote controller)	\$165.00	\$165.00
2	Data Line Surge Protection	\$110.99	\$221.98
1	Reader Surge Protector	\$85.49	\$85.49
1	110VAC Surge Protector	\$68.99	\$68.99
	Scope: 5 interior doors, 3 Gates W/Dual Readers Remote access controller to be mounted near the gate or pedestal. (NTE 30'). Others to provide mounting structure, conduit, and 110VAC Power. Electrician to provide duplex outlet in the enclosure once mounted. Others to provide conduit to readers and gate pedestals, and from gate pedestals to gate motors. Gate pedestal locations to have a cement curb with pad provided by others.		
1	Door Set NTE/1000'	\$600.00	\$600.00
1	Misc. Parts & Supplies	\$138.42	\$138.42
58	Labor: Installation	\$95.00	\$5,510.00
	Notes: "Others" to provide all structure, conduit, junction boxes, wire chase ways, 110VAC, any additional insurance or other requirements not included in scope of work. Any warranty period provided beneficial use. Signed Contract prior to start of any work.		
	<div>ADDITIONAL COST FOR REMOTE CONTROLLER</div>		
			<div>\$12,303.93</div> <div>- \$9,448.99</div> <div>\$2,854.94</div>
	Ask us about our Financing options		

ALL PRICING BASED ON CASH DISCOUNT

Project	\$1,118.54
SUBTOTAL	\$12,303.93
Shipping & Handling	\$0.00
Estimated Tax Rate	8.25%
& Taxes TX	\$1,015.07
ESTIMATED TOTAL	\$13,319.01

Larry Tummins

Office Use Only



Project: Manor Wilbarger Creek WWTP

TMC Change #: COR-06

Owner: City of Manor

Project Change #: N/A

Date: 04-16-20

Change Order Request

Morales Company offers a change in pricing for consideration by the Owner.

Work associated with this Change includes the following:

TMC will provide new conduit to run to a new Electrical rack with a GFCI duplex, as well running power to the GFCI.

TMC will issue another COR for power running to the lights and camera once the revised wire schedule is released.

Items not included in this Change pricing:

- Any equipment not specifically referenced above

Total cost for this work associated with this change is \$6,165.00.

Extension in Time Request:

Approx time for installation: 2 weeks.

Change Initiated By: Frank Phelan / JEng. Change Prepared By: Tye Eldridge / TMC

Change Delivered To: David Wolf / Excel Response Rqst'd By: ASAP

Carbon Copy To: None

Index	Description	Reference Type	Reference	Ref Amount	Operation	Rate	Amount
1	MATERIALS / QUOTES:						0.00
2	Misc Materials:	Material	Total	2,248.75	*	1.00	2,248.75
3	Quote #1	Calculated		0.00	*	1.00	0.00
4	Quote #2	Calculated		0.00	*	1.00	0.00
5	SUBTOTAL						2,248.75
6	#####						0.00
7	SALES TAX:	Material	Total	2,248.75	%	8.25	185.52
8	SUBTOTAL						185.52
9	#####						0.00
10	LABOR:						0.00
11	Straight Time Labor	Labor	Total	36.33	*	46.22	1,679.36
12	Overtime Labor	Calculated		0.00	*	69.33	0.00
13	Exec Order 13706 Hours	Labor	Total	36.33	*		0.00
14	Exec Order 13706 Rate	Component	13	0.00	*	46.22	0.00
15	Gen Foreman Hours	Labor	Total	36.33	%	10.00	3.63
16	Gen Foreman Rate	Component	15	3.63	*	50.97	185.19
17	Material Hndler Hrs	Labor	Total	36.33	%	5.00	1.82
18	Material Hndler Rate	Component	17	1.82	*	35.04	63.66
19	Update As Built Dwgs	Calculated		1.00	*	49.00	49.00
20	SUBTOTAL						1,977.21
21	#####						0.00
22	DIRECT JOB EXPENSES:						0.00
23	Expendable Tools	Material	Total	2,248.75	%	6.00	134.92
24	Equipment						0.00
25	Warranty on Material	Component	5	2,248.75	%	3.00	67.46
26	Warranty on Labor	Component	20	1,977.21	%	3.00	59.32
27	SUBTOTAL						261.70
28	#####						0.00
29	SUBCONTRACTS:						0.00
30	Sub #1	Calculated		0.00	*		0.00
31	Sub #2	Calculated		0.00	*		0.00
32	SUBTOTAL						0.00
33	#####						0.00
34	JOB SUBTOTAL						4,673.18
35	#####						0.00
36	MARKUPS:						0.00
37	Liability/Bldrs Risk	Component	34	4,673.18	%	2.00	93.46
38	WrkComp/SS/Unmplymnt	Component	20	1,977.21	%	25.00	494.30
39	Overhead @ 5%	Component	34	4,673.18	%	5.00	233.66
40	JOB TOTAL						5,494.61
41	#####						0.00
42	Profit @ 10%	Component	40	5,494.61	%	10.00	549.46
43	JOB TOTAL + PROFIT	Component	42	549.46	*	1.00	6,044.07
44	Perf .Payment Bond	Component	43	6,044.07	%	2.00	120.88
45	ADD BOND	Component	44	120.88	*	1.00	6,164.95
46	#####						0.00
47	BID TOTAL						6,164.95

NOTES

Item				Material			Labor		
Size	Item Desc	Qty	UOM	Mat Unit	Mat Adj	Mat Ext	Lbr Unit	Lbr Adj	Lbr Ext
	Small Electrical Rack	1.00							
2"	PVC Sch 40 Carlon #49011010	289.00	FEET						
2"	PVC Sch 40 Elbow Carlon #UA9AJ	2.00	EACH						
2"	PVC Coup Carlon #E940J	2.00	EACH						
2"	PLASTIC BUSHINGS	2.00	EACH						
3/4"	CUT/THREAD-LABOR	1.00	EACH						
1/4-20	CONCRETE DROP IN ANCHOR	41.00	EACH						
2"	S.S.STRUT STRAPS	37.00	EACH						
20A	GFCI DELUXE RECEPT.	1.00	EACH						
	NYLON LINE	289.00	FEET						
12	XHHW STR CU	895.00	FEET						
SMALL	WIRE TERM-LABOR ONLY	6.00	EACH						
	SCOTCHLOCKS-YELLOW	3.00	EACH						
3/4"	PVC COATED GRC 40MIL	10.00	FEET						
3/4"	PVC COATED TEE	1.00	EACH						
3/4"	PERMACOTE PM1475G 1 Hole Strap	2.00	EACH						
3/4"	PERMACOTE PM142G Clamp Back	2.00	EACH						
	PERMACOTE PMFDC175 FD Box	1.00	EACH						
	PVC Coated WP Device Cover	1.00	EACH						
Grand Totals						2,248.75			36.3340



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

PREPARED BY: James Allen, Lieutenant

DEPARTMENT: Manor Police Department

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a resolution authorizing the Manor Police Department to apply for the Coronavirus Emergency Supplemental Funding Program (CESF) through the Office of the Governor, Public Safety Office.

BACKGROUND/SUMMARY:

These funds will be used to reimburse expenditures related to the prevention, preparation, and response to the novel coronavirus-19 (COVID-19). The final submission date is 6/15/2020 and the project funding is retroactive to 2/1/2020. The proposed project budget is \$40,404.12 and will be applied to officer overtime and supplies, equipment, and contracts related to the response to COVID-19.

Federal Funds are authorized under Division B of H.R. 748, Pub. L. No. 116136 (Emergency Appropriations for Coronavirus Health Response and Agency Operations); 28 U.S.C. 530C. CESF funds are made available through a Congressional appropriation to the U.S. Department of Justice, Bureau of Justice Assistance. All awards are subject to the availability of appropriated federal funds and any modifications or additional requirements that may be imposed by law.

Texas expects to make approximately \$37.8 million available to local units of government through regionally based allocations using the Regional Councils of Governments boundaries. The CAPCOG region has been allocated \$2,787,712.

Grant #4136401

PRESENTATION: ☐ YES ☒ NO

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

Resolution No. 2020-05

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approves Resolution 2020-05 authorizing the Manor Police Department to apply for grant funds from the Coronavirus Emergency Supplemental Funding Program (CESF) the Office of the Governor, Public Safety Office to obtain funds to help prevent, prepare for, and respond to the coronavirus.

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

RESOLUTION NO. 2020-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, AUTHORIZING THE FILING OF A CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM (CESF) APPLICATION TO THE OFFICE OF THE GOVERNOR OF TEXAS, PUBLIC SAFETY OFFICE; AND AUTHORIZING THE CITY MANAGER TO ACT AS THE GRANTEE'S AUTHORIZED OFFICIAL IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE CESF GRANT.

WHEREAS, the City of Manor finds it in the best interest of the citizens of the City of Manor, Texas to authorize the Manor Police Department to apply for grant funds for the purpose of aiding in funding the Manor Police Department's response to the novel Coronavirus (COVID19); and

WHEREAS, the City of Manor agrees that in the event of loss or misuse of the Office of the Governor or Public Safety Office funds, City of Manor assures that the funds will be returned to the Public Safety Office in full; and

WHEREAS, the City of Manor designates the City Manager as the grantee's authorized official;

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

City of Manor, Texas approves submission of the grant application for the Coronavirus Emergency Supplemental Funding Program (CESF) through the Office of the Governor, Public Safety Office. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, ON THIS THE 20TH DAY OF MAY 2020.

THE CITY OF MANOR, TEXAS

Dr. Larry Wallace Jr.,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Grant Number: 4136401



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on an ordinance adopting the Amended Annual Budget for the City of Manor for the fiscal year beginning October 1, 2019 and ending September 30, 2020.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Ordinance No. 575

Exhibit A

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve Ordinance No. 575 adopting the Amended Annual Budget for the City of Manor for the Fiscal Year beginning October 1, 2019, and ending September 30, 2020.

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

ORDINANCE NO. 575

FY 2019-2020 AMENDED ANNUAL BUDGET ORDINANCE

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, ADOPTING AN AMENDED ANNUAL BUDGET FOR THE ENSUING FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Manor, Texas (the "City") has submitted to the City Council a proposed amended annual budget of the revenues of said City and the expenditures necessary for conducting the affairs thereof, and providing a complete financial plan for FY 2019-2020, and which said proposed amended annual budget has been compiled from detailed information obtained from the several departments, divisions, and offices of the City; and

WHEREAS, the City Council has received said City Manager's proposed amended annual budget, a copy of which, along with all supporting schedules, have been filed with the City.

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

Section 1. The proposed amended annual budget of the revenue of the City and the expenses of conducting the affairs thereof providing a complete financial plan for the ensuing fiscal year beginning October 1, 2019, and ending September 30, 2020, as submitted to the City Council by the City Manager of said City, and which budget is attached hereto as Exhibit "A", be and the same is in all things adopted and approved as the amended annual budget of all current expenditures/expenses as well as fixed charges against said City for the fiscal year beginning October 1, 2019, and ending September 30, 2020.

Section 2. The sums shown on Exhibit "A" are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City government as established in the approved amended annual budget document for the fiscal year ending September 30, 2020.

Section 3. Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. This Ordinance shall be and remain in full force and effect from and after its final passage and publication as herein provided.

PASSED, ADOPTED, AND APPROVED on this 20th day of May 2020.

THE CITY OF MANOR, TEXAS

Dr. Larry Wallace Jr., Mayor

ATTEST:

Lluvia T. Almaraz, City Secretary



PROPOSED AMENDED Annual Budget Fiscal Year 2019-20

Original Budget Adopted: **18-Sep-2019**
Ordinance Number: **552**

Amended Budget Adopted: _____
Ordinance Number: _____

FY 2019-20		
BUDGETED REVENUES	BUDGETED EXPENSES	NET
7,441,990	1,127,437	6,314,553
-	713,777	(713,777)
1,061,408	2,047,738	(986,330)
1,286,288	778,335	507,953
40,000	607,878	(567,878)
717,100	669,767	47,333
264,884	3,963,482	(3,698,598)
-	531,069	(531,069)
-	173,264	(173,264)
-	-	-
10,811,670	10,612,747	198,923

31-Jul-19		
FYTD ACTUAL REVENUES	FYTD ACTUAL EXPENSES	NET
7,050,830	493,654	6,557,176
0	379,639	(379,639)
650,244	1,042,921	(392,677)
1,169,774	420,389	749,385
40,000	255,188	(215,188)
481,610	443,824	37,786
163,641	2,573,529	(2,409,888)
-	300,090	(300,090)
-	65,985	(65,985)
-	-	-
9,556,099	5,975,219	3,580,880

GENERAL FUND

ADMINISTRATION
FINANCE DEPT.
STREET DEPT.
DEVELOPMENT SERVICES
PARKS
MUNICIPAL COURT
POLICE DEPT.
IT DEPT.
COMMUNITY DEV

TRANSFERS

GENERAL FUND TOTALS

FY 2019-20		
BUDGET REVENUES	BUDGET EXPENSES	NET
7,543,304	1,181,311	6,361,993
-	715,117	(715,117)
1,061,408	2,211,533	(1,150,125)
1,417,017	835,725	581,292
40,000	615,460	(575,460)
717,950	670,572	47,378
269,279	4,163,050	(3,893,771)
-	548,023	(548,023)
-	162,827	(162,827)
-	-	-
11,048,958	11,103,618	(54,660)

FUND BALANCES	
ESTIMATED 30-Sep-19	PROJECTED 30-Sep-20

0	517,300	(517,300)
2,089,796	2,091,504	(1,708)
1,670,000	1,152,655	517,345
-	-	-
3,759,796	3,761,459	(1,663)

0	355,109	(355,109)
1,993,102	1,597,920	395,182
1,868,140	938,202	929,938
-	-	-
3,861,242	2,891,231	970,011

UTILITY FUND

PUBLIC WORKS
WATER
WASTEWATER
TRANSFERS

UTILITY FUND TOTALS

0	523,527	(523,527)
2,089,796	2,393,535	(303,739)
1,741,838	1,186,889	554,949
-	-	-
3,831,634	4,103,951	(272,317)

14,571,466	14,374,206	197,260
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13,417,341	8,866,450	4,550,891
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TOTAL POOLED FUNDS

14,880,592	15,207,569	(326,977)
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497,048	170,071
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2,187,200	2,186,096	1,104
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2,206,998	339,361	1,867,637
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TOTAL DEBT SERVICE

2,207,164	2,186,096	21,068
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91,186	112,254
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12,000	15,000	(3,000)
8,600	23,000	(14,400)
-	-	-
31,025	44,000	(12,975)
392,006	-	392,006
755,977	20,000	735,977
-	-	-
15,293,961	10,000,000	5,293,961
16,493,569	10,102,000	6,391,569

7,693	18,577	(10,884)
6,627	1,852	4,775
-	-	-
33,225	46,345	(13,120)
234,716	27,453	207,263
864,000	373,382	490,618
-	-	-
17,893,250	2,599,289	15,293,961
19,039,511	3,066,898	15,972,613

RESTRICTED FUNDS

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

RESTRICTED FUND TOTALS

12,000	36,300	(24,300)
8,600	1,900	6,700
-	-	-
33,225	46,345	(13,120)
346,920	27,453	319,467
755,977	49,000	706,977
-	-	-
15,293,961	10,000,000	5,293,961
16,450,683	10,160,998	6,289,685

46,674	22,374
12,518	19,218
46,971	46,971
487,775	474,655
734,293	1,053,760
2,208,728	2,915,705
8,450	8,450
15,293,961	-
18,839,371	4,541,134

33,252,235	26,662,302	6,589,933
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34,663,850	12,272,709	22,391,141
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GRAND TOTALS

33,538,439	27,554,663	5,983,776
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19,427,605	25,411,382
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The General Fund is the general operating fund and the largest fund of the city as it includes all traditional government services such general administration, street and drainage, maintenance, development services, police and courts, and parks.

The Utility Fund accounts for the city's water and wastewater enterprise. Unlike the general fund it operates as a proprietary fund functioning more like a business.

The Restricted Funds are used only for specific purposes. Revenues and payments are limited either by state law or local ordinance.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Acknowledge the resignation of Council Member, Place 6 Valerie Dye and declare a vacancy.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

Resignation Letter

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council acknowledge the resignation of Council Member, Place 6 Valerie Dye and declare a vacancy.

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

7 May 2020

Dom Bolt
Manor City Manager

Dear Dom,

It is with great regret I must inform you
of my stepping down from the City Council.
Due to unforeseen medical problems I must
leave, as of today 7 May 2020.

It has been a total pleasure working with
you and all involved.

Thank you,
Valerie Dye



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the appointment of one (1) Council Member to serve on an unexpired term of the Budget Committee.

BACKGROUND/SUMMARY:

Due to the Council Member Dye's resignation, there is a vacancy on the Budget Committee.

PRESENTATION: ☐ YES ☒ NO

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

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council appoint one (1) Council Member to serve on an unexpired term of the Budget Committee.

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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the appointment of one (1) Council Member to serve on an unexpired term of the Park Committee and Public Tree Advisory Board.

BACKGROUND/SUMMARY:

Due to the Council Member Dye's resignation, there is a vacancy on the Park Committee and Public Tree Advisory Board. The Park Committee serves by ordinance as the Public Tree Advisory Board.

PRESENTATION: ☐ YES ☒ NO

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

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council appoint one (1) Council Member to serve on an unexpired term of the Park Committee and Public Tree Advisory Board.

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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the appointment of a Chairperson on the Public Tree Advisory Board.

BACKGROUND/SUMMARY:

On March 4th the Public Tree Advisory Board met and nominated Board Member Julie Leonard to serve as Chairperson for a one year term.

PRESENTATION: ☐ YES ☒ NO

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

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council appoint Board Member Julie Leonard as Chairperson on the Public Tree Advisory Board for a one-year term.

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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: May 20, 2020

PREPARED BY: Thomas Bolt, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on extending the temporarily waiver for utility late fees and credit card processing fee for utility payments.

BACKGROUND/SUMMARY:

PRESENTATION: ☐ YES ☒ NO

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

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council extend the temporarily waiver for utility late fees and credit card processing fee of \$2.00 until June 1, 2020, due to the extension of Declaration of Disaster for the City of Manor.

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