



Dr. Larry Wallace Jr., Mayor
Dr. Christopher Harvey, Mayor Pro Tem, Place 3
Emily Hill, Place 1
Anne Weir, Place 2
Sonia Wallace, Place 4
Deja Hill, Place 5
Gene Kruppa, Place 6

City Council Regular Meeting

Wednesday, October 20, 2021 at 7:00 PM

Manor City Hall, Council Chambers, 105 E. Eggleston St.

AGENDA

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PLEDGE OF ALLEGIANCE

PROCLAMATIONS

- A.** Declaring the week of November 1 – November 5, 2021, as “*Municipal Court Week*”

PUBLIC COMMENTS

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

REPORTS

Reports about items of community interest on which no action will be taken.

- A.** **C40 Cities**
Submitted by: Scott Dunlop, Interim City Manager

PUBLIC HEARINGS

- 1.** **Conduct a public hearing on a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).**
Applicant: SEC Planning
Owner: Enfield Partners LLC
Submitted by: Scott Dunlop, Interim City Manager

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.

- 2. Consideration, discussion, and possible action to approve the City Council Minutes of the September 15, 2021, City Council Regular Meeting.**
Submitted by: Lluvia T. Almaraz, City Secretary
- 3. Consideration, discussion, and possible action on the acceptance of the September 2021 Departmental Reports.**
Submitted by: Scott Dunlop, Interim City Manager

 - Police – Ryan Phipps, Chief of Police
 - Development Services – Scott Dunlop, Development Services Director
 - Community Development – Debbie Charbonneau, Heritage and Tourism Manager
 - Municipal Court – Sarah Friberg, Court Clerk
 - Public Works – Michael Tuley, Director of Public Works
 - Finance – Lydia Collins, Director of Finance
 - Human Resources – Tracey Vasquez, HR Manager
- 4. Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 93.983 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.**
Submitted by: Scott Dunlop, Interim City Manager
- 5. Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 42.921 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.**
Submitted by: Scott Dunlop, Interim City Manager
- 6. Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning 137 acres, more or less, out of the Sumner Bacon Survey, Abstract No. 63, and being located near the intersection of N. FM 973 and Arnhamn Lane, Manor, TX to Single Family Standard (SF-2).**
Applicant: Carlson, Brigance & Doering, Inc.
Owner: Estate of Mary Ruth Arnold Holley
Submitted by: Scott Dunlop, Interim City Manager

- 7. Second and Final Reading:** Consideration, discussion, and possible action on an ordinance annexing 30.8643 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.
Submitted by: Scott Dunlop, Interim City Manager
- 8. Second and Final Reading:** Consideration, discussion, and possible action on of an ordinance zoning 30.8643 acres of land, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being located at 13119 US Hwy 290 E, Manor, TX to Medium Commercial (C-2) and Multi-Family 25 (MF-2).
Applicant: Jackson Walker, LLP
Owner: Manor RV Park, LLC
Submitted by: Scott Dunlop, Interim City Manager

REGULAR AGENDA

- 9. Consideration, discussion, and possible action on a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).**
Applicant: SEC Planning
Owner: Enfield Partners LLC
Submitted by: Scott Dunlop, Interim City Manager
- 10. Consideration, discussion, and possible action on a Construction Contract for the FM 973 12" Water Main, CIP W-15 to M&C Fonseca Construction Company, Inc. in the amount of \$400,211.**
Submitted by: Samuel D. Kiger, P.E., City Engineer
- 11. Consideration, discussion, and possible action on a Construction Contract for the FM 973 Water and Wastewater Improvements - CIP Projects #W-31 and #S-19 to BRCA, LLC dba Blackrock Construction in the amount of \$648,530.20 for all base bid and alternate bid items B1, C1, D1, D2 and D3.**
Submitted by: Samuel D. Kiger, P.E., City Engineer
- 12. Consideration, discussion, and possible action on a Short Form Final Plat for the Hill Lane Industrial Subdivision, two (2) lots on 46.45 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located at 10111 Hill Lane, Manor, TX.**
Applicant: Garza EMC
Owner: Butler Family Partnership, Ltd.
Submitted by: Scott Dunlop, Interim City Manager

- 13. Consideration, discussion, and possible action on a Final Plat for the Lagos Subdivision Phase 3, one hundred fifty-six (156) lots on 43.86 acre, more or less, out of the Calvin Barker Survey No. 38, Abstract 58, and being located near the intersection of Blake Manor Road and Hamilton Point Circle, Manor, TX.**

Applicant: Kimley-Horn & Associates, Inc.

Owner: 706 Development Corp. and Pulte Homes of Texas, L.P.

Submitted by: Scott Dunlop, Interim City Manager

- 14. Consideration, discussion, and possible action on a Final Plat for the Village at Manor Commons Phase 2, sixty-two (62) lots on 12.79 acres, more or less, out of the Calvin Barker Survey No. 38, Abstract No. 58 and the Greenbury Gates Survey No. 63, Abstract No. 315, and being located near the intersection of Old Hwy 20 and Bella Parkway, Manor, TX.**

Applicant: ALM Engineering, Inc.

Owner: Qualico MC, LLC and Chesmar Homes, LLC

Submitted by: Scott Dunlop, Interim City Manager

- 15. Acknowledge the resignation of Board of Adjustment Commissioner Chase Mitchell, Place No. 2; and declare a vacancy.**

Submitted by: Scott Dunlop, Interim 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) to deliberate the performance of the City Manager; Interview Candidates for appointments to the Planning and Zoning Commission for Place No's. 2 and 3; and Interview Candidates for appointments to the Board of Adjustment for Place No's 2, 3 and Alternates No's 1 and 2.*

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).

CONFLICT OF INTEREST

In accordance with Section 12.04 (Conflict of Interest) of the City Charter, “No elected or appointed officer or employee of the city shall participate in the deliberation or decision on any issue, subject or matter before the council or any board or commission, if the officer or employee has a personal financial or property interest, direct or indirect, in the issue, subject or matter that is different from that of the public at large. An interest arising from job duties, compensation or benefits payable by the city shall not constitute a personal financial interest.”

Further, in accordance with Chapter 171, Texas Local Government Code (Chapter 171), no City Council member and no City officer may vote or participate in discussion of a matter involving a business entity or real property in which the City Council member or City officer has a substantial interest (as defined by Chapter 171) and action on the matter will have a special economic effect on the business entity or real property that is distinguishable from the effect on the general public. An affidavit disclosing the conflict of interest must be filled out and filed with the City Secretary before the matter is discussed.

POSTING CERTIFICATION

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, October 15, 2021, by 5:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

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

PROCLAMATION



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

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

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

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

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

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

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

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

Now, Therefore, I Dr. Larry Wallace Jr., Mayor of the City of Manor, and on behalf of the Manor City Council, do recognize the week of November 1 - November 5, 2021, as

“Municipal Court Week”

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

Proclaimed this the 20th day of October 2021

Dr. Larry Wallace Jr., Mayor
City of Manor



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Conduct a public hearing on a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).
Applicant: SEC Planning
Owner: Enfield Partners LLC

BACKGROUND/SUMMARY:

A Preliminary PUD is for P&Z and City Council to review the proposed development and improvements and request any changes. The PUD, after any changes are made, comes back to P&Z and Council as a Final PUD for approval. This PUD is for a maximum 400 lot single family subdivision with commercial along the FM 973 frontage. Improvements from the PUD include: additional parkland/open space acreage with trails, playgrounds, pavilion, and dog park; landscaping buffers along Gregg Lane (15' wide) and internal collector (10' wide), and upgraded masonry fencing along the internal unloaded collector and Gregg Lane. The modifications to our Code in the PUD are: up to 80% of the lots can be 50' wide (60' is the Code requirement), minimum lot square footage is 6,000 sf (7,500 is Code requirement), and maximum building coverage is 50% (Code requirement is 40%).

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Preliminary PUD
- Map
- Notice
- Labels

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council conduct a public hearing on a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



July 9, 2021

Scott Dunlop, Director of Planning
City of Manor Planning Department
105 E. Eggleston Street
Manor, Texas 78653

Re: Enfield PUD Zoning Application Letter of Intent

Enfield is approximately 134.5 acres located on the southwest corner of Gregg Lane and FM 973. The proposed project development will provide a mix of residential product offerings as well as commercial frontage along FM 973.

The Applicant requests to zone the Property to a Planned Unit Development with the base zoning districts of SF-2 for the single family housing and C-2 for the commercial. The proposed housing product described in the PUD will consist of lot sizes that are 50 feet and 60 feet in width with a maximum unit count capped at 400 units.

The PUD outlines various minor revisions to the Manor Code of Ordinances to customize the standards to meet the desired product by the applicant. The below is a summary of modifications requested:

- Minimum lot size square footage to 6,000 s.f.
- Side setback: 5 feet
- Minimum lot width: 50 feet
- Building coverage: 60%
- Commercial Land Use Prohibitions

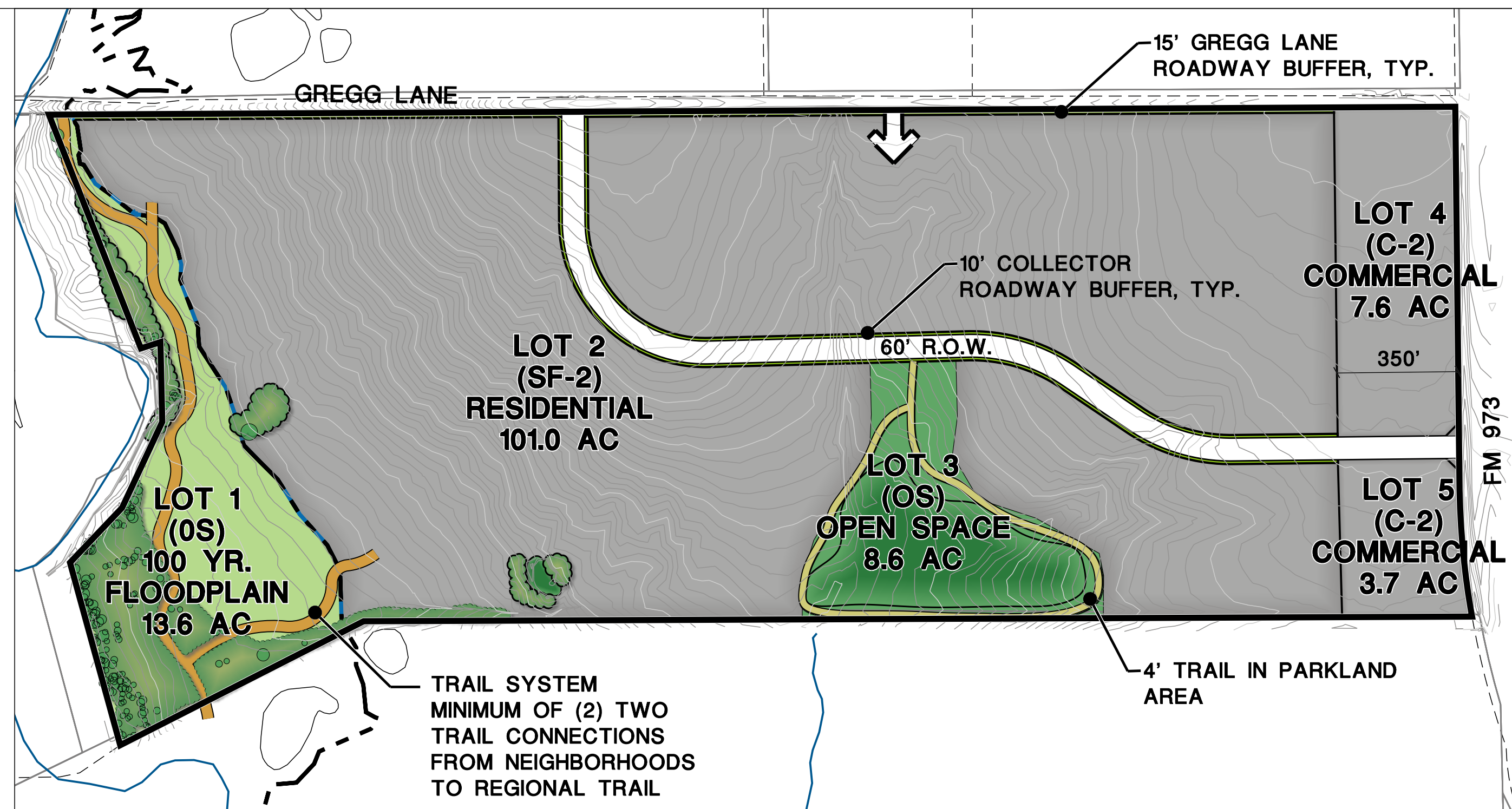
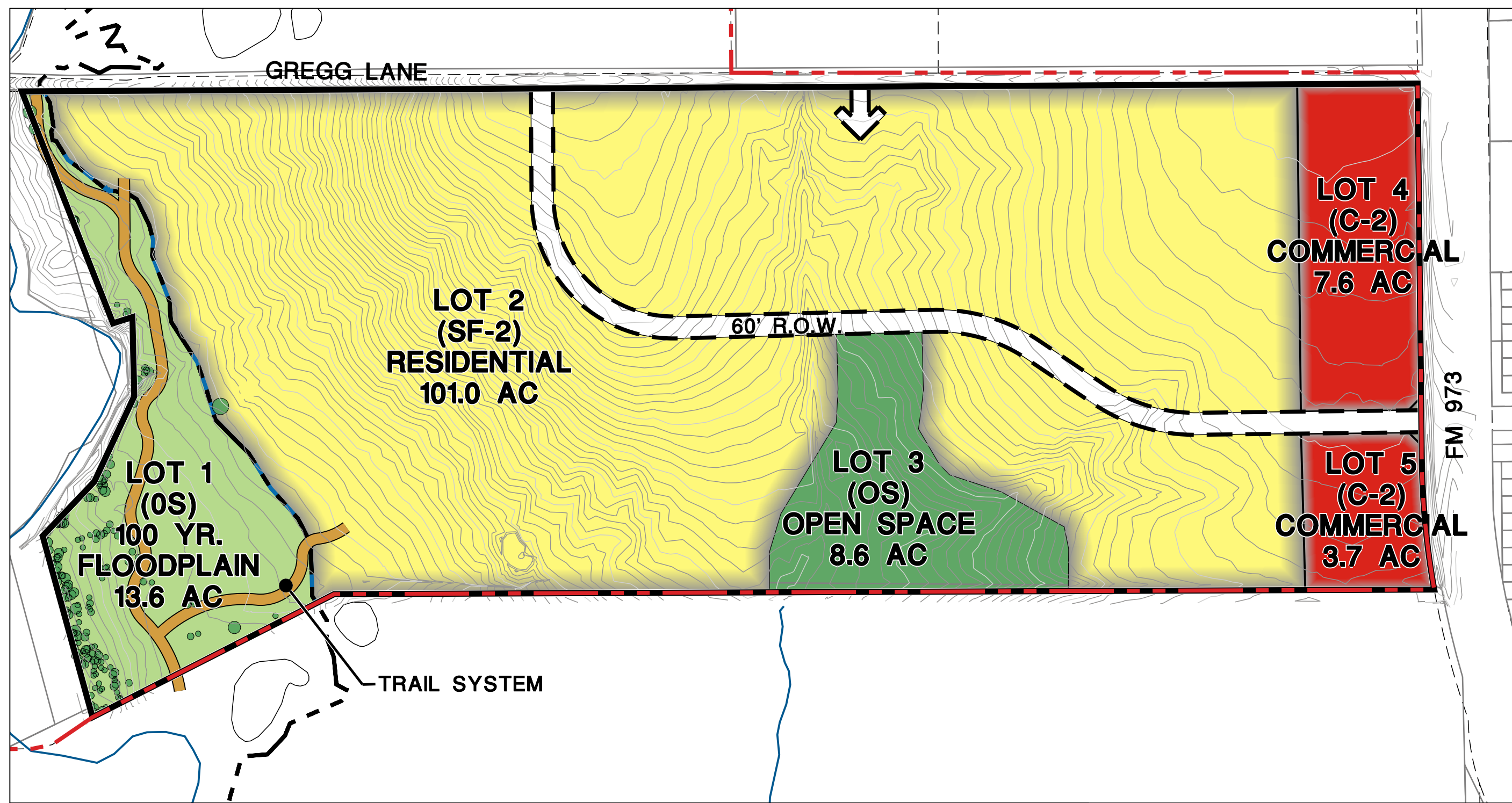
As part of the PUD zoning request, the applicant is also proposing additional enhancements to create a cohesive master plan that is highly amenitized. These enhancements are proposed to ensure a high quality development and exceed basic requirements of a traditionally zoned property. Some of the added benefits outlined within the PUD include the following:

- Commercial use restrictions
- Residential unit cap
- Expanded parkland areas
- Implementation of a regional hike and bike trail segment
- Commitment for parkland improvements within the community
- Landscape Buffer along Gregg Lane
- Internal Landscape buffers along unloaded collector
- Masonry walls along Gregg Lane and unloaded collector

Thank you for your consideration of this zoning request. Should you have any questions or need additional information, please do not hesitate to contact me.

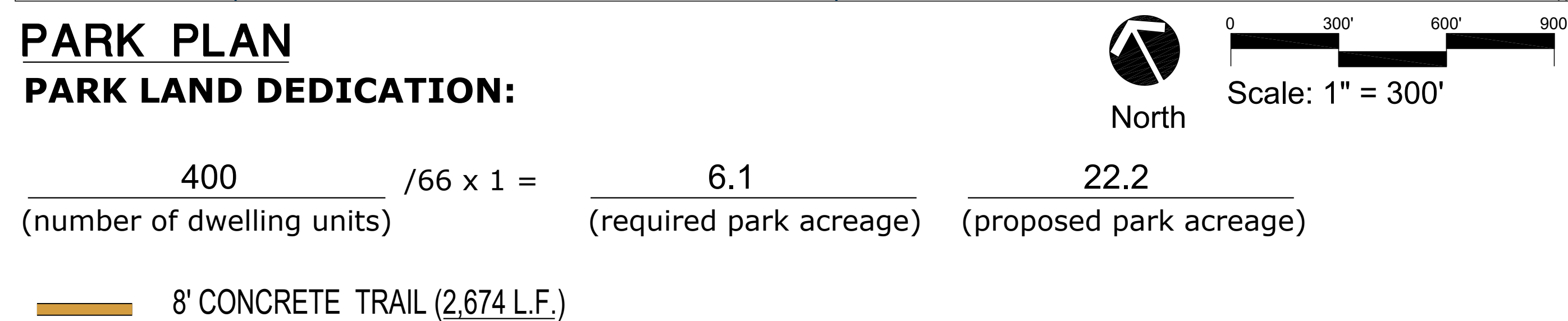
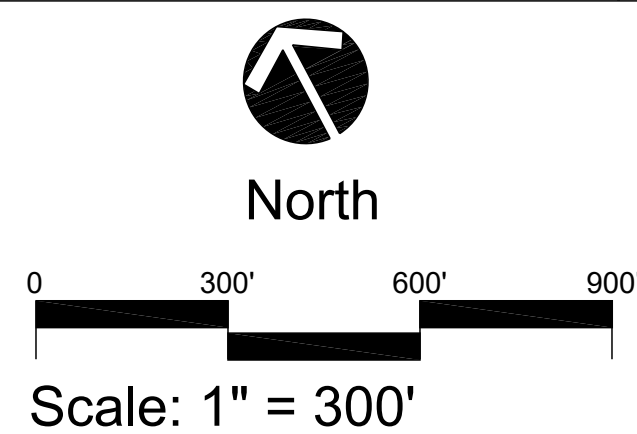
Sincerely,

Mark Baker
Principal



| LAND USE | ACREAGE | LOTS | DENSITY |
|-------------------------|--------------------|------------------|-----------|
| (SF-2) RESIDENTIAL | 101.0 ACRES | 400 LOTS | 4.0 DU/AC |
| (C-2) MEDIUM COMMERCIAL | 11.3 ACRES | 2 LOTS | |
| (OS) FLOODPLAIN | 13.6 ACRES | 1 LOTS | |
| (OS) OPEN SPACE | 8.6 ACRES | 1 LOTS | |
| TOTAL | 134.5 ACRES | 3.0 DU/AC | |

| LEGEND |
|-----------------------------|
| — PLAN BOUNDARY |
| - - - PROPOSED RIGHT-OF-WAY |
| - . - . - CITY LIMITS |
| — 4' WALKS |
| — 8' TRAILS |



A. Purpose and Intent

1. The Enfield Planned Unit Development (PUD) is comprised of approximately 134.5 acres. The development of this Property is a combination of light commercial along FM 973 at the Eastern edge of the Property and a single-family detached residential community on the remainder of the Property.

B. Applicability and Base Zoning

1. All aspects regarding the development of this PUD shall comply with the City of Manor Code of Ordinances, except as established in this exhibit, titled Preliminary PUD Site Plan.

2. For the purpose of establishing development standards for the PUD, the following base zoning districts have been selected from the Manor Code of Ordinances:

SF-2 (Single-Family Standard)
C-2 (Medium Commercial)

C. Conceptual Site Layout and Land Use Plan

1. The Land Use Plan has been attached to this PUD to illustrate the design intent for the Property. The Preliminary PUD Site Plan is intended to serve as a guide to illustrate the general community vision and design concept and is not intended to serve as a final document.

D. Allowable/Prohibited Uses

- The allowable residential use shall be detached single-family dwellings on individually platted lots. The maximum residential lot count shall be four hundred (400). Commercial uses shall be consistent with allowable C-2 (Medium Commercial) land uses as defined in Division 3, Section 14.02.017 of City of Manor Code of Ordinances except as modified herein.
- The following uses shall be prohibited within the C-2 area of the PUD:
 - Amusement (outdoor)
 - Automobile Repair (minor)
 - Automobile Repair (major)
 - Commercial Off-Street Parking
 - Contractor's Shop
 - Financial Services (alternative)
 - Funeral Services
 - Kennel
 - Laundry Services
 - Mini-Storage Warehouse
 - Off-Site Accessory Parking
 - Pawnshop
 - Recreational Vehicle Sales and Rental
 - Truck and Trailer Sales and Rental
 - Veterinary Service, Large

E. Residential Development Standards

- To ensure product diversity, the following single-family detached residential percentages shall apply to the residential district within this PUD:
 - A maximum of 80 percent (80%) of the total lots may have a width of less than sixty feet (60').
 - A minimum of 20 percent (20%) of the total shall have a width of sixty feet (60') or wider.
- The Enfield Tract residential development will comply with the Development Standards set forth below:

RESIDENTIAL USES

Lot Area: 6,000 s.f. Minimum (fronted loaded garage)
Lot Width: (minimum)50 ft.
Front Setback: (minimum)25 ft.
Side Setback: (minimum)5 ft.
Street Side Setback: (minimum)15 ft.
Rear Setback to residential:(minimum)10 ft.
Rear Setback to commercial: 15 ft.
Minimum dwelling unit size: 1,700 sq. ft.
Maximum building coverage: 50%
Maximum building coverage plus accessory structures: 60%

3. Standards not listed follow code, as amended

F. Commercial Development Standards

- The Enfield Tract commercial development shall comply with the C-2 (Medium Commercial) development standards set forth in the City of Manor Code of Ordinances, as amended.

G. Drainage Dedication and Facilities

- Residential drainage facilities shall utilize earthen berms and be designed with a curvilinear shape where possible. If concrete retaining walls are required in the design of detention facilities, such areas shall be limited to not more than forty percent (40%) of the perimeter of the pond.

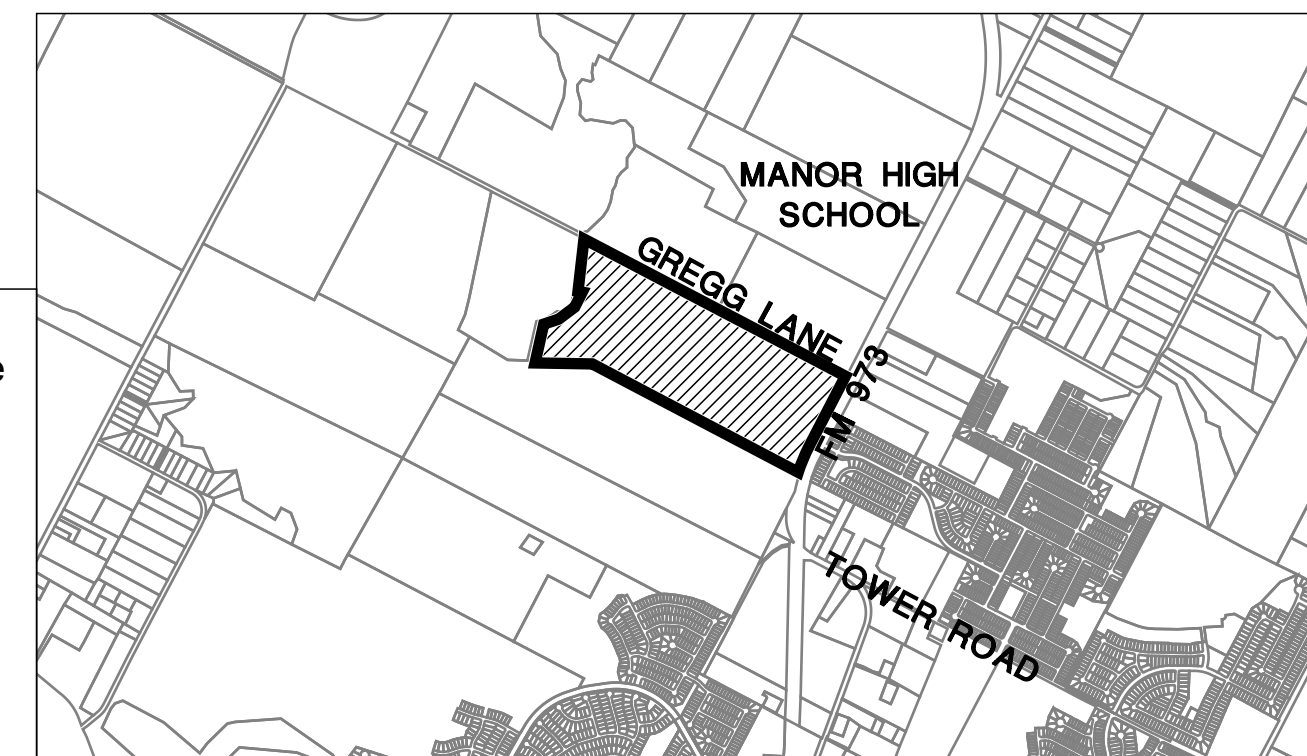
H. Parkland and Open Space

- This Preliminary PUD Site Plan provides approximately 22.2 acres of park and open space with the dedication of two (2) tracts of land as illustrated on the Parks Plan on this sheet. The parks and open space will include detention facilities for the project, tree preservation areas, 100 year floodplain, trail corridor and active programmed parkland.
- An eight-foot (8') concrete trail shall provide pedestrian/bike access along the parkland corridor connecting from the north property boundary to the south property boundary, as depicted on Park Plan. Trees shall be planted parallel to the concrete trail at a spacing of one (1) tree for every forty (40) linear feet. Trees shall be a minimum of three (3) inch caliper and selected from the Type A/B tree list of the City of Manor Code of Ordinances.
- Parkland amenities located within the Enfield PUD shall include a minimum of the following recreational elements: playground, parking area, dog park, picnic areas, picnic pavilion and open lawn/gaming area.
 - Age 5-12 playground
 - Age 2-5 playground
 - Parking area with a minimum of 20 parking spaces
 - Minimum 10,000 square foot dog park (may be allowed within detention area)
 - Minimum 20 foot by 30 foot picnic pavilion
- A portion of the parkland may be utilized for a private amenity pool and associated restroom facility. This lot defined for the private amenity will not be dedicated to the City and final boundary will be determined at the platting stage of development.
- A minimum 4 foot wide, concrete sidewalk shall be provided parallel to the Gregg Lane Landscape Buffer.
- The proposed parkland shall be dedicated to the City of Manor and privately maintained by the Enfield Homeowner's Association.

I. Landscaping

- Gregg Lane Landscape Buffer
 - A minimum fifteen (15) foot landscape buffer, measured from the edge of the Gregg Lane right of way, shall be provided. Four (4), minimum three (3) inch caliper, Type A large or Type B medium native trees (as defined by the Manor Code of Ordinances) and fifteen (15), minimum three (3) gallon, shrubs shall be planted per 200 linear feet of landscape buffer. A minimum four (4) foot wide, concrete sidewalk shall be provided within the Gregg Lane Landscape Buffer or the expanded right of way for Gregg Lane. Location and alignment of the sidewalk shall be coordinated during the Preliminary Plan stage of development.
- Unloaded Collector Landscape Buffer.
 - For internal, unloaded collector roadways, a minimum ten (10) foot landscape buffer, measured from the edge of the collector right of way, shall be provided. One (1), minimum three (3) inch caliper, Type A large or Type B medium native tree (as defined by the Manor Code of Ordinances) and five (5), minimum three (3) gallon, shrubs shall be planted per 50 linear feet of landscape buffer.
- Storm Water Detention
 - Storm water detention facilities shall be screened according to the requirements outlined in the City of Manor Code of Ordinances, Section 15.03.021 (f).
- Masonry wall shall be provided along the rear and side lotlines of lots that back up to an unloaded collector and Gregg Lane. Masonry shall include brick, stone, stucco or concrete panel fencing. Stone or brick columns shall be provided a minimum of every 300 feet. Walls should be minimized and varied whenever possible to avoid a tunnel effect along the collector roadway.
- All landscape buffers and walls shall be privately maintained by the Enfield Homeowners Association.

VICINITY MAP
Scale: 1" = 1/2 Mile



Approval and authorized for record by the City Council for the City of Manor, Texas.

Dated this ____ Day of _____, 20__

By: _____
Honorable Mayor Dr. Larry Wallace Jr.
Mayor of the City of Manor, Texas

This Preliminary PUD Site 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.

Dated this ____ Day of _____, 20__

By: _____
Philip Tryon, Chairperson

Item 1.

SEC Planning, LLC
Austin, Texas
LAND PLANNING
LANDSCAPE ARCHITECTURE
COMMUNITY BRANDING
4201 W. Parmer Lane Bldg A Suite 220
Austin, TX 78727
T 512.246.7003
F 512.246.7103
www.secplanning.com
Email: info@secplanning.com

**ENFIELD
PRELIMINARY PUD SITE PLAN
MANOR, TEXAS**

Z:\210038-BBGR\Cadfiles\PLANNING\Submittals\Preliminary PUD Site Plan.dwg

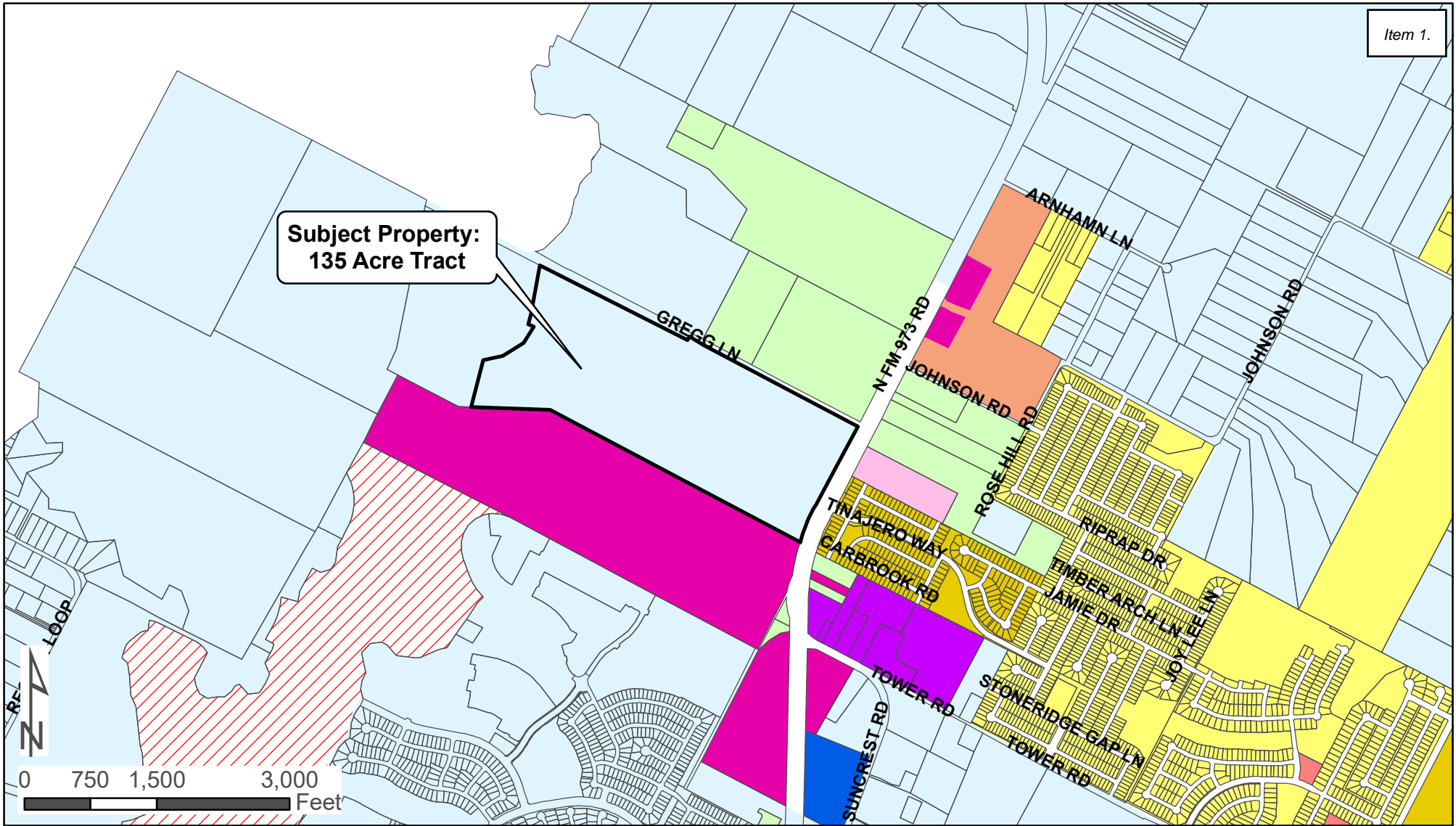
| | |
|------------------|-----------|
| Issued: | |
| 1. PUD Submittal | 5/24/2021 |
| 2. | |
| 3. | |
| 4. | |
| 5. | |
| Revisions: | |
| 1. PUD Submittal | 7/29/2021 |
| 2. PUD Submittal | 8/30/2021 |
| 3. | |
| 4. | |
| 5. | |
| Issue Date: | |

Drawn By:
Reviewed By: MB

Project No.
210038 - BBGR

SHEET 1 of 1

Subject Property:
135 Acre Tract



Proposed Zoning: Planned Unit Development (PUD)

Zone

- | | | | | |
|-------------------------------|-------------------------------|------------------------|----------------------------|--------------------------------|
| A - Agricultural | SF-1 - Single Family Suburban | TF | IN-2 - Heavy Industrial | PUD - Planned Unit Development |
| SF-2 - Single Family Standard | I-2 - Institutional Large | MF-2 - Multi-Family 25 | IN-1 - Light Industrial | ETJ |
| C-2 - Medium Commercial | GO - General Office | | C-1 - Light Commercial | |
| | I-1 - Institutional Small | | DB - Downtown Business | |
| | I-2 - Institutional Large | | NB - Neighborhood Business | |



September 24, 2021

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2021-P-1350-ZO

Case Manager: Scott Dunlop

Contact: sdunlop@cityofmanor.org - 512-215-8262

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 for 135 acres, more or less, near the intersection of N. FM 973 and Gregg Lane, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).

***Applicant:* SEC Planning**

***Owner:* Enfield Partners LLC**

The Planning and Zoning Commission will meet at 6:30PM on October 13, 2021 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on October 20, 2021 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. Comments may also be addressed to the email address or phone number above. Any communications received will be made available to the Commissioners and Council Members during the discussion of this item.

CITY OF PFLUGERVILLE
PO BOX 589
PFLUGERVILLE , TX 78691-0589

GREGG LANE DEV LLC
101 PARKLANE BLVD STE 102
SUGAR LAND, TX 77478-5521

BOARD OF TRUSTEES OF THE MANOR
INDEPENDENT SCHOOL DISTRICT
% DENNIS ANDERSON ETAL
533 HIWASEE ROAD
WAXAHACHIE, TX 75165-6448

UNITED STATES OF AMERICA
UNITED STATES ATTORNEYS OFFICE
% ANDERSON DENNIS ETAL
533 HIWASEE RD
WAXAHACHIE , TX 75165-6448

RUST CREEK LLC
9606 OLD MANOR RD #1
AUSTIN, TX 78724-1114

WALLACE H DALTON
9505 JOHNNY MORRIS RD
AUSTIN , TX 78724-1527

STRABO HOLDINGS LLC
13510 BROADMEADE AVE
AUSTIN, TX 78729

FOXTROT HOLDING LLC
14605 FM 973 N
MANOR , TX 78653-3539

SW HOMEOWNERS ASSOCIATION INC
9601 AMBERGLEN BLVD STE 150
AUSTIN, TX 78729-1190

HOLLEY EBONY L & TERRY G JR
14526 PERNELLA RD
MANOR, TX 78653-2062

BLAKELY ARTURO S V & JENNIFER A
14522 PERNELLA RD
MANOR, TX 78653-2062

SHEPPERD RICHARD &
ROSE MARY SHEPPERD
14518 PERNELLA RD
MANOR, TX 78653-2062

AGUILERA JAVIER R &
LAURA GUDINO PENA & RAUL PENA &
LUZ ROSAS DE GUDINO
14514 PERNELLA RD
MANOR, TX 78653-2062

RODARTE GAMALIEL & ALEXANDRIA
14510 PERNALLA RD
MANOR, TX 78653-2062

MORALES GERARDO M
14506 PERNELLA RD
MANOR, TX 78653-2062

CONTINENTAL HOMES OF TEXAS LP
SUITE 400
10700 PECAN PARK BLVD
AUSTIN , TX 78750-1227

CHAPARRO JUAN P &
SULEIVA CHAPARRO-RODRIGUEZ
14408 PERNELLA RD
MANOR, TX 78653-2061

CLARK MARY M
14404 PERNELLA RD
MANOR, TX 78653-2061

ESCOBEDO KRISTINE A & MATTHEW J
14400 PERNELLA RD
MANOR, TX 78653-2061

ESTRADA GILBERTO A & MARIA D
14411 FM 973 N
MANOR , TX 78653



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
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 September 15, 2021, City Council Regular Meeting.

BACKGROUND/SUMMARY:

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: Not Applicable
PRESENTATION: No
ATTACHMENTS: Yes

- September 15, 2021, City Council Regular Meeting

STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council approve the City Council Minutes of the September 15 2021, City Council Regular Meeting.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



**CITY COUNCIL
REGULAR SESSION MINUTES
SEPTEMBER 15, 2021**

PRESENT:

Dr. Larry Wallace Jr., Mayor (Absent)

COUNCIL MEMBERS:

Dr. Christopher Harvey, Mayor Pro Tem, Place 3
Emily Hill, Place 1
Anne Weir, Place 2
Sonia Wallace, Place 4 (Absent)
Deja Hill, Place 5
Gene Kruppa, Place 6 (Absent)

CITY STAFF:

Scott Dunlop, Interim City Manager
Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Lydia Collins, Director of Finance
Denver Collins, Captain
Tracey Vasquez, HR Manager
Michael Tuley, Director of Public Works
Heath Ferguson, IT Manager
Sarah Friberg, Court Administrator
Frank Phelan, City Engineer

REGULAR SESSION – 7:00 P.M.

With a quorum of the Council Members present, the regular session of the Manor City Council was called to order by Mayor Pro Tem Harvey at 7:05 p.m. on Wednesday, September 15, 2021, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

At the direction of Mayor Pro Tem Harvey, Council Member Deja Hill led the Pledge of Allegiance.

PROCLAMATIONS

A. Declaring the month of October 2021, as “Breast Cancer Awareness Month”

Mayor Pro Tem Harvey read and presented proclamation to Council Member Weir.

B. Declaring the month of October 2021, as “Domestic Violence Awareness Month”

Mayor Pro Tem Harvey read and presented proclamation to Chief Phipps.

C. Declaring September 15 – October 15, 2021, as “Hispanic Heritage Month”

Mayor Pro Tem Harvey read and presented proclamation to Council Member Emily Hill.

PUBLIC COMMENTS

No one appeared at this time.

REPORTS

Reports about items of community interest on which no action was taken.

A. Cap Metro

Mayor Pro Tem Harvey gave an update summary report on CapMetro.

Mayor Pro Tem Harvey adjourned the regular session of the Manor City Council into Executive Session at 7:13 p.m. on Wednesday, September 15, 2021, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The Manor City Council convene into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in - *Sections 551.087 Deliberations regarding Economic Development Negotiations – Holley-Smith PID* at 7:13 p.m. on Wednesday, September 15, 2021.

The Executive Session was adjourned at 8:02 p.m. on Wednesday, September 15, 2021.

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and took action on item(s) discussed during Closed Executive Session at 8:02 p.m. on Wednesday, September 15, 2021.

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

There was no action taken.

PUBLIC HEARINGS

1. Conduct a public hearing on the FY2021-2022 Proposed Annual Budget of the City of Manor, Texas.

The City staff recommended that the City Council conduct the public hearing.

Mayor Pro Tem Harvey opened the public hearing.

Director of Finance Collins discussed the attached proposed budget.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Weir, to close the Public Hearing.

There was no further discussion.

Motion to close carried 4-0

2. Conduct a public hearing on the FY2021-2022 Proposed Property Tax Rate of the City of Manor, Texas.

The City staff recommended that the City Council conduct the public hearing.

Mayor Pro Tem Harvey opened the public hearing.

Director of Finance Collins discussed the proposed Property Tax Rate.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Weir, to close the Public Hearing.

There was no further discussion.

Motion to close carried 4-0

3. Conduct a public hearing on an ordinance annexing 93.983 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

The City staff recommended that the City Council conduct the public hearing.

Mayor Pro Tem Harvey opened the public hearing.

Interim City Manager Dunlop discussed the proposed annexation ordinance.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to close the Public Hearing.

There was no further discussion.

Motion to close carried 4-0

- 4. Conduct a public hearing on an ordinance annexing 42.921 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.**

The City staff recommended that the City Council conduct the public hearing.

Mayor Pro Tem Harvey opened the public hearing.

Interim City Manager Dunlop discussed the proposed annexation ordinance.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to close the Public Hearing.

There was no further discussion.

Motion to close carried 4-0

- 5. Conduct a public hearing on an ordinance rezoning 137 acres, more or less, out of the Sumner Bacon Survey, Abstract No. 63, and being located near the intersection of N. FM 973 and Arnhamn Lane, Manor, TX to Single Family Standard (SF-2).
*Applicant: Carlson, Brigance & Doering, Inc.; Owner: Estate of Mary Ruth Arnold Holley***

The City staff recommended that the City Council conduct the public hearing.

Mayor Pro Tem Harvey opened the public hearing.

Interim City Manager Dunlop discussed the proposed rezoning request.

MOTION: Upon a motion made by Council Member Emily Hill and seconded by Council Member Weir, to close the Public Hearing.

There was no further discussion.

Motion to close carried 4-0

- 6. Conduct a public hearing on an ordinance annexing 30.8643 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.**

The City staff recommended that the City Council conduct the public hearing.

Mayor Pro Tem Harvey opened the public hearing.

Chris Bradford with Jackson Walker LLP, 100 Congress Avenue, Suite 1100, Austin, Texas, submitted a speaker card in support of this item, however; he did not wish to speak but was available to address any questions posed by City Council.

Interim City Manager Dunlop discussed the proposed annexation.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to close the Public Hearing.

There was no further discussion.

Motion to close carried 4-0

- 7. Conduct a public hearing on an ordinance rezoning 30.89 acres, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being located at 13119 US Hwy 290 E, Manor, TX to Medium Commercial (C-2) and Multi-Family 25 (MF-2).**

The City staff recommended that the City Council conduct the public hearing.

Mayor Pro Tem Harvey opened the public hearing.

Chris Bradford with Jackson Walker LLP, 100 Congress Avenue, Suite 1100, Austin, Texas, submitted a speaker card in support of this item, however; he did not wish to speak but was available to address any questions posed by City Council.

Interim City Manager Dunlop discussed the proposed rezoning request.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to close the Public Hearing.

There was no further discussion.

Motion to close carried 4-0

CONSENT AGENDA

8. **Consideration, discussion, and possible action to approve the City Council Minutes of the September 1, 2021, City Council Regular Meeting.**
9. **Consideration, discussion, and possible action on the acceptance of the August 2021 Departmental Reports.**
 - **Police – Ryan Phipps, Chief of Police**
 - **Development Services – Scott Dunlop, Development Services Director**
 - **Community Development – Debbie Charbonneau, Heritage and Tourism Manager**
 - **Municipal Court – Sarah Friberg, Court Clerk**
 - **Public Works – Michael Tuley, Director of Public Works**
 - **Finance – Lydia Collins, Director of Finance**

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to approve the Consent Agenda.

There was no further discussion.

Motion to approve carried 4-0

REGULAR AGENDA

10. **Consideration, discussion, and possible action on a resolution authorizing publication of notice of intention to issue combination tax and revenue certificates of obligation for improvements to the City’s water and wastewater systems.**

The City staff recommended that the City Council approve Resolution 2021-20 authorizing publication of notice of intention to issue combination tax and revenue certificates of obligation for improvements to the City’s water and wastewater systems and choose Option 3 in the amount of \$6,360,000.

Christine Lane, Financial Advisor submitted a speaker card in support of this item, however; she did not wish to speak but was available to address any questions posed by City Council.

Gregory Milles, Bond Counsel submitted a speaker card in support of this item, however; he did not wish to speak but was available to address any questions posed by City Council.

Interim City Manager Dunlop discussed the proposed notice of intention to issue combination tax and revenue certificates of obligation for improvements to the City’s water and wastewater systems.

City Engineer Phelan clarified options presented.

Resolution No. 2021-20: Resolution Authorizing Publication of Notice of Intention to Issue Combination Tax and Revenue Certificates of Obligation.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Weir, to approve Resolution 2021-20 authorizing publication of notice of intention to issue combination tax and revenue certificates of obligation for improvements to the City's water and wastewater systems and choose Option 3 in the amount of \$6,360,000.

There was no further discussion.

Motion to approve carried 4-0

11. Consideration, discussion, and possible action on the Agreement Regarding Post-Annexation Provision of Services for Property to be Annexed into the City of Manor being a 93.983 acre tract located in Travis County, Texas.

The City staff recommended that the City Council approve the Agreement Regarding Post-Annexation Provision of Services for Property to be Annexed into the City of Manor being a 93.983 acre tract located in Travis County, Texas.

Interim City Manager Dunlop discussed the proposed agreement.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to approve the Agreement Regarding Post-Annexation Provision of Services for Property to be Annexed into the City of Manor being a 93.983 acre tract located in Travis County, Texas and authorize the Mayor Pro Tem to sign agreement.

There was no further discussion.

Motion to approve carried 4-0

12. Consideration, discussion, and possible action on the Agreement Regarding Post-Annexation Provision of Services for Property to be Annexed into the City of Manor being a 42.921 acre tract located in Travis County, Texas.

The City staff recommended that the City Council approve the Agreement Regarding Post-Annexation Provision of Services for Property to be Annexed into the City of Manor being a 42.921 acre tract located in Travis County, Texas.

Interim City Manager Dunlop discussed the proposed agreement.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to approve the Agreement Regarding Post-Annexation Provision of Services for Property to be Annexed into the City of Manor being a 42.921 acre tract located in Travis County, Texas and authorize the Mayor Pro Tem to sign agreement.

There was no further discussion.

Motion to approve carried 4-0

13. First Reading: Consideration, discussion, and possible action on an ordinance annexing 93.983 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

The City staff recommended that the City Council approve the first reading of an ordinance annexing 93.983 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

Interim City Manager Dunlop discussed the proposed annexation.

Ordinance: An Ordinance of The City of Manor, Texas Annexing 93.983 Acres of Land, More or Less, Located in Travis County, Including the Abutting Streets, Roadways, and Rights-Of-Way Into the Corporate Limits of the City, at the Request of the Property Owner; Approving an Agreement for the Provision of Services for the Annexed Area; Making Findings of Fact; Providing a Severability Clause and an Effective Date; and Providing for Open Meetings and Other Related Matters.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to approve the first reading of an ordinance annexing 93.983 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

There was no further discussion.

Motion to accept carried 4-0

14. First Reading: Consideration, discussion, and possible action on an ordinance annexing 42.921 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

The City staff recommended that the City Council approve the first reading of an ordinance annexing 42.921 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

Interim City Manager Dunlop discussed the proposed annexation.

Ordinance: An Ordinance of The City of Manor, Texas Annexing 42.921 Acres of Land, More or Less, Located in Travis County, Including the Abutting Streets, Roadways, and Rights-Of-Way Into the Corporate Limits of the City, at the Request of the Property Owner; Approving an Agreement for the Provision of Services for the Annexed Area; Making Findings Of Fact; Providing a Severability Clause and an Effective Date; and Providing for Open Meetings and Other Related Matters.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to approve the first reading of an ordinance annexing 42.921 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

There was no further discussion.

Motion to approve carried 4-0

15. First Reading: Consideration, discussion, and possible action on an ordinance rezoning 137 acres, more or less, out of the Sumner Bacon Survey, Abstract No. 63, and being located near the intersection of N. FM 973 and Arnhamn Lane, Manor, TX to Single Family Standard (SF-2). Applicant: Carlson, Brigance & Doering, Inc.; Owner: Estate of Mary Ruth Arnold Holley

The City staff recommended that the City Council approve the first reading of an ordinance rezoning 137 acres, more or less, out of the Sumner Bacon Survey, Abstract No. 63, and being located near the intersection of N. FM 973 and Arnhamn Lane, Manor, TX to Single Family Standard (SF-2).

Interim City Manager Dunlop discussed the rezoning request.

Ordinance: An Ordinance of The City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land to Single Family Standard (SF-2); Making Findings of Fact; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Emily Hill and seconded by Council Member Weir, to approve the first reading of an ordinance rezoning 137 acres, more or less, out of the Sumner Bacon Survey, Abstract No. 63, and being located near the intersection of N. FM 973 and Arnhamn Lane, Manor, TX to Single Family Standard (SF-2).

There was no further discussion.

Motion to approve carried 4-0

16. Consideration, discussion, and possible action on the Agreement Regarding Post-Annexation Provision of Services for Property to be Annexed into the City of Manor being a 30.8643 acre tract located in Travis County, Texas.

The City staff recommended that the City Council approve the Agreement Regarding Post-Annexation Provision of Services For Property To Be Annexed Into the City of Manor being a 30.8643 acre tract located in Travis County, Texas.

Chris Bradford with Jackson Walker LLP, 100 Congress Avenue, Suite 1100, Austin, Texas, submitted a speaker card in support of this item, however; he did not wish to speak but was available to address any questions posed by City Council.

Interim City Manager Dunlop discussed the proposed agreement.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, approve the Agreement Regarding Post-Annexation Provision of Services for Property to Be Annexed Into the City of Manor being a 30.8643 acre tract located in Travis County, Texas and authorize the Mayor Pro Tem to sign the agreement.

There was no further discussion.

Motion to approve carried 4-0

17. First Reading: Consideration, discussion, and possible action on an ordinance annexing 30.8643 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

The City staff recommended that the City Council approve the first reading of an ordinance annexing 30.8643 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

Interim City Manager Dunlop discussed the proposed annexation.

Ordinance No. An Ordinance of The City of Manor, Texas Annexing 30.8643 Acres of Land, More or Less, Located in Travis County, Including the Abutting Streets, Roadways, and Rights-Of-Way Into the Corporate Limits of The City, at the Request of the Property Owner; Approving an Agreement for the Provision of Services for the Annexed Area; Making Findings of Fact; Providing a Severability Clause and an Effective Date; and Providing for Open Meetings and Other Related Matters.

MOTION: Upon a motion made by Council Member Emily Hill and seconded by Council Member Weir, to approve the first reading of an ordinance annexing 30.8643 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

There was no further discussion.

Motion to approve carried 4-0

18. First Reading: Consideration, discussion, and possible action on of an ordinance zoning 30.8643 acres of land, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being located at 13119 US Hwy 290 E, Manor, TX to Medium Commercial (C-2) and Multi-Family 25 (MF-2). Applicant: Jackson Walker, LLP Owner: Manor RV Park, LLC

The City staff recommended that the City Council approve the first reading of an ordinance zoning 30.8643 acres of land, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being located at 13119 US Hwy 290 E, Manor, TX to Medium Commercial (C-2) and Multi-Family 25 (MF-2), with a condition that the use of the property as an RV Park, if developed, shall be a non-conforming use which shall not terminate upon the sale or conveyance of the property or damage to or destruction of the RV Park, but shall terminate only when the RV Park use ceases for a period of 90 consecutive days or longer.

Chris Bradford with Jackson Walker LLP, 100 Congress Avenue, Suite 1100, Austin, Texas, submitted a speaker card in support of this item, however; he did not wish to speak but was available to address any questions posed by City Council.

Interim City Manager Dunlop discussed the proposed zoning request.

Ordinance: An Ordinance of The City of Manor, Texas, Amending the Zoning Ordinance by Zoning a Parcel of Land to Medium Commercial (C-2) and Multi-Family 25 (MF-2); Making Findings of Fact; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Anne Weir and seconded by Council Member Emily Hill, to approve the first reading of an ordinance zoning 30.8643 acres of land, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being located at 13119 US Hwy 290 E, Manor, TX to Medium Commercial (C-2) and Multi-Family 25 (MF-2), with a condition that the use of the property as an RV Park, if developed, shall be a non-conforming use which shall not terminate upon the sale or conveyance of the property or damage to or destruction of the RV Park, but shall terminate only when the RV Park use ceases for a period of 90 consecutive days or longer.

There was no further discussion.

Motion to approve carried 4-0

19. Consideration, discussion, and possible action on the Deposit Agreement Supplement – Public Improvement District, Lagos PID Improvement Area #1 Bonds.

The City staff recommended that the City Council approve the Deposit Agreement Supplement – Public Improvement District, Lagos PID Improvement Area #1 Bonds.

Interim City Manager Dunlop discussed the proposed agreement.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to approve the Deposit Agreement Supplement – Public Improvement District, Lagos PID Improvement Area #1 Bonds and authorize the Mayor Pro Tem to sign agreement.

There was no further discussion.

Motion to approve carried 4-0

20. Consideration, discussion, and possible action on renewing the re-rate notice and benefits verification form for FY 2021-2022 between the City of Manor and the health insurance pool, TML-Health; and authorize the interim City Manager to execute the re-rate notice and benefits verification form.

The City staff recommended that the City Council renew the re-rate notice and benefits verification form for FY 2021-2022 between the City of Manor and the health insurance pool, TML-Health; and authorize the interim City Manager to execute the re-rate notice and benefits verification form.

HR Manager Vasquez discussed the proposed health insurance options.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to renew the re-rate notice and benefits verification form for FY 2021-2022 between the City of Manor and the health insurance pool, TML-Health; and authorize the interim City Manager to execute the re-rate notice and benefits verification form.

There was no further discussion.

Motion to approve carried 4-0

21. Acknowledge the resignation of Planning and Zoning Commissioner’s Philip Tryon, Place No. 3; and Commissioner Tasha Green, Place No. 2; and declare vacancies.

The City staff recommended that the City Council acknowledge the resignation of Planning and Zoning Commissioner’s Philip Tryon, Place No. 3; and Commissioner Tasha Green, Place No. 2; and declare vacancies.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, acknowledge the resignation of Planning and Zoning Commissioner’s Philip Tryon, Place No. 3; and Commissioner Tasha Green, Place No. 2; and declare vacancies.

There was no further discussion.

Motion to approve carried 4-0

Mayor Pro Tem Harvey adjourned the regular session of the Manor City Council into Executive Session at 9:06 p.m. on Wednesday, September 15, 2021, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The Manor City Council 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) to deliberate the performance of the City Manager; and to deliberate the employment of Human Resources Specialist, Planning Coordinator, Social Resource Specialist, Assistant Chief, Crime Analyst Tech, Emergency Management Specialist, Police Clerk, MS4 Inspector, Utility Inspector, Heavy Equipment Operator, and Parks Crewman* at 9:06 p.m. on Wednesday, September 15, 2021.

The Executive Session was adjourned at 12:13 a.m. on Wednesday, September 15, 2021.

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and took action on item(s) discussed during Closed Executive Session at 12:13 a.m. on Wednesday, September 15, 2021.

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

22. Consideration, discussion, and possible action on an ordinance adopting the Annual Budget for the City of Manor for the fiscal year beginning October 1, 2021 and ending September 30, 2022.

The City staff recommended that the City Council approve Ordinance No. 621 adopting the Annual Budget for the City of Manor for the fiscal Year beginning October 1, 2021 and ending September 30, 2022.

Ordinance No. 621: An Ordinance of The City of Manor, Texas, Adopting an Annual Budget for the Ensuing Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Appropriating the Various Amounts Thereof, and Repealing all Ordinances or Parts of Ordinances in Conflict Therewith; and Providing for an Effective Date.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Emily Hill, to approve Ordinance No. 621 adopting the Annual Budget for the City of Manor for the fiscal Year beginning October 1, 2021 and ending September 30, 2022.

There was no further discussion.

Motion to approve carried 4-0

23. Consideration, discussion, and possible action on an ordinance levying Ad Valorem taxes for the use and support of the municipal government of the City of Manor for the fiscal year beginning October 1, 2021, and ending September 30, 2022.

The City staff recommended that the City Council approve Ordinance No. 622 for FY 2021-2022 Property Tax Rate.

Ordinance No. 622: An Ordinance of The City of Manor, Texas, Levying Ad Valorem Taxes for the Use and Support of The Municipal Government of the City for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Providing for Apportioning Each Levy for Specific Purposes; and Establishing When Taxes Shall Become Due and Same Shall Become Delinquent, if not Paid.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to approve Ordinance No. 622 for FY 2021-2022 Property Tax Rate “I move that the property tax rate be decreased by the adoption of a tax rate of \$0.7827 on each \$100.00 valuation of property, which is effectively a 4.27% decrease in the tax rate.”

There was no further discussion.

Motion to approve carried 4-0

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 12:16 a.m. on Wednesday, September 15, 2021.

These minutes approved by the Manor City Council on the 20th day of October 2021.

APPROVED:

Dr. Larry Wallace Jr.
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

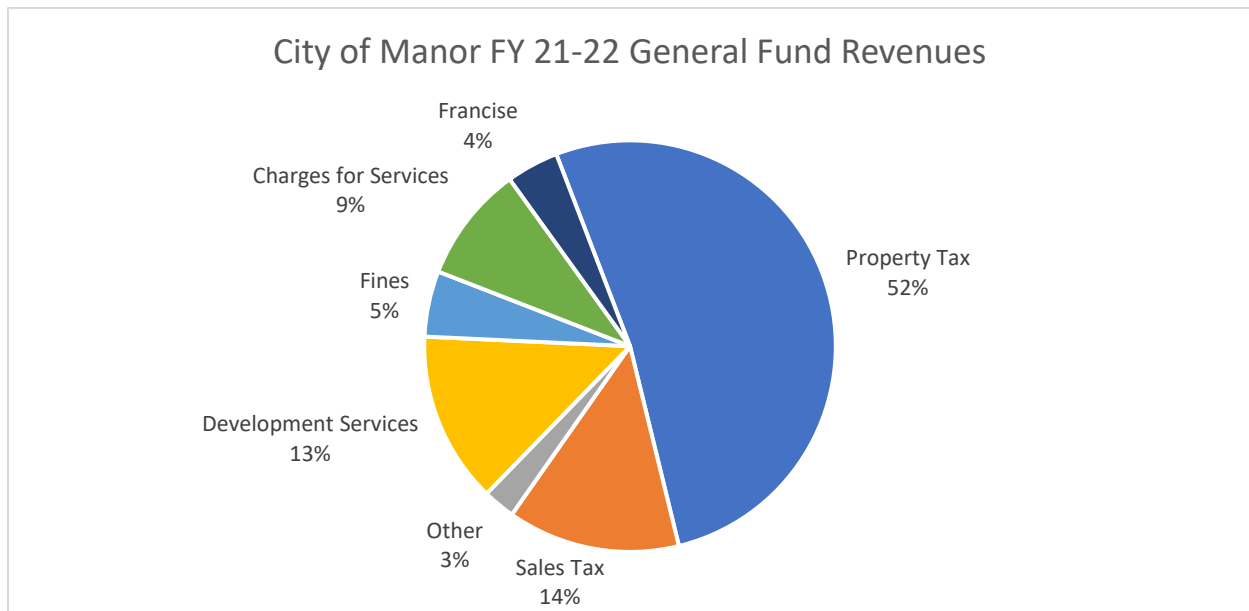


City Manager’s FY 21-22 Annual Budget Summary

Dear Mayor Wallace and City Councilmembers,

The proposed FY 2021-2022 Annual Budget presents a balanced plan that funds existing city services and programs and provides for the enhancements and additions of services and community benefits to meet the demands of our fast-growing city. As presented, this plan allocates \$275,015 specifically for a new community amenity, service, or program which is in addition to the community services and programs within existing department’s funding. The total General Fund revenue from all sources is **\$14,275,439** with a total General Fund expenditure of **\$14,275,439**, for a balanced budget that does not incur debt spending.

FY 21-22 General Fund Revenue

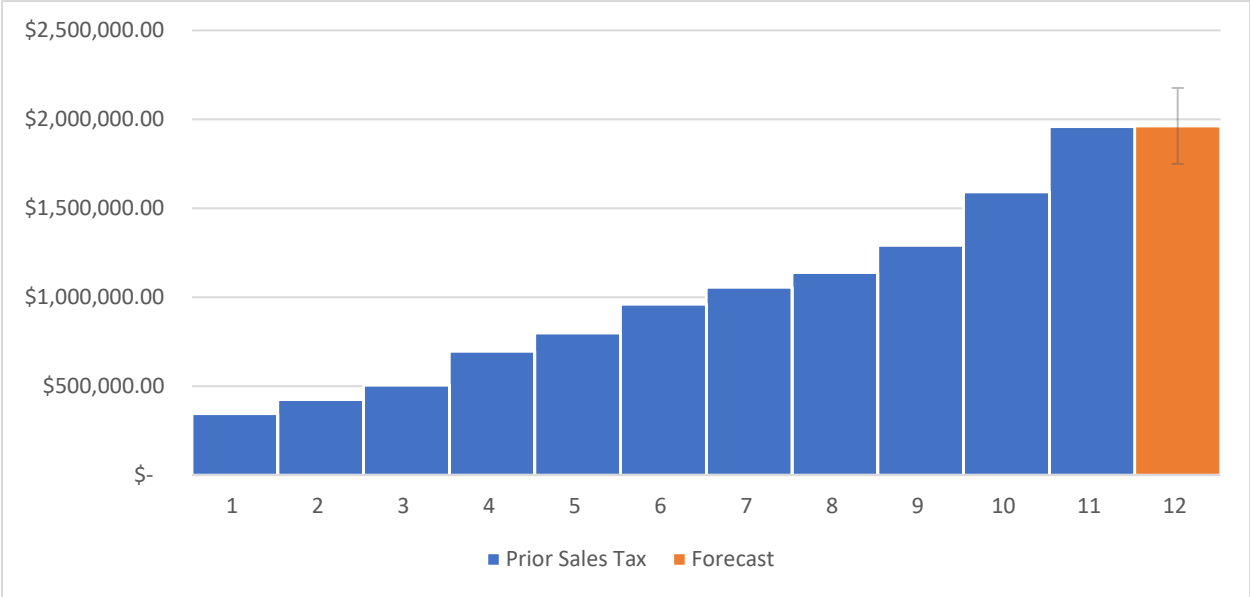


Revenue into the city’s General Fund is the primary funding source for the city’s basic operations including Police, Streets, Parks, Administration (which include Finance, HR, and IT), Development Services, and Court. Property taxes make up the largest share of the city’s General Fund (\$7,411,430.00) with sales tax (\$1,932,496.0) and Development Services fees (\$1,918,842.00) second and third, respectively. Water and Wastewater expenditures are largely funded through revenue from the Utility account, which is separate from the General Fund.

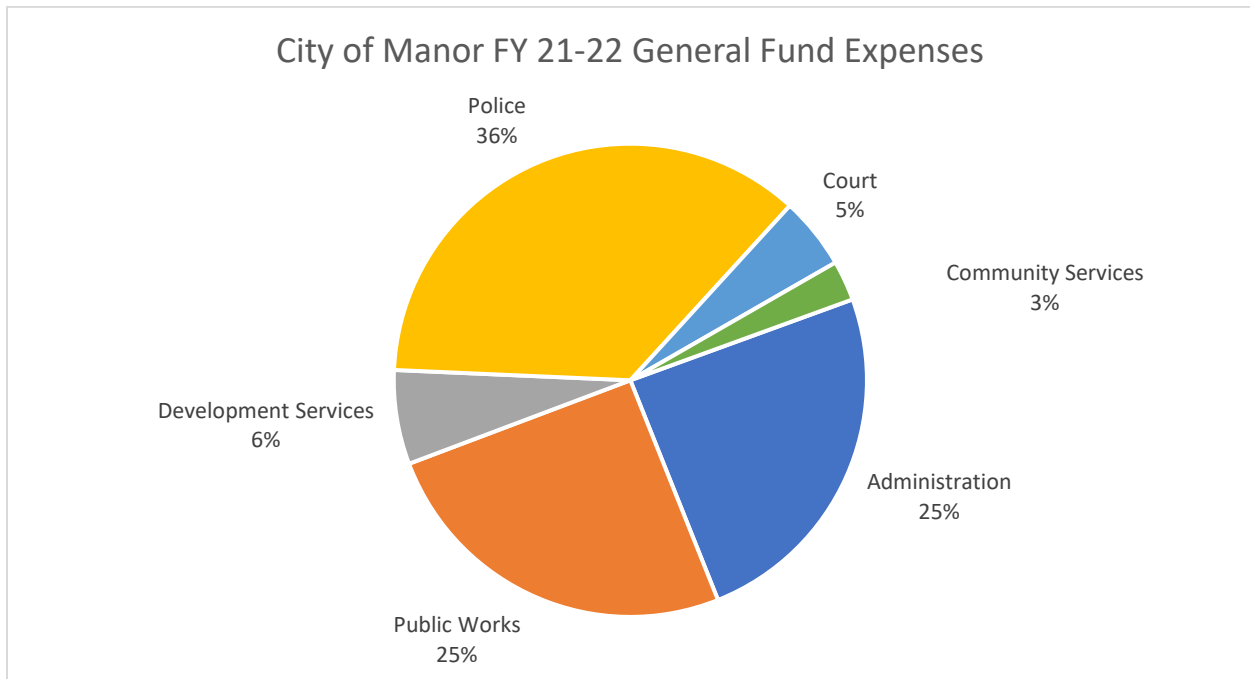
The **property tax rate for FY 21-22 is proposed to be reduced to \$0.7827** per \$100.00 of valuation. The current/prior tax rate is \$0.8161, therefore a reduction of \$0.0334 per \$100.00 of valuation represents a **4.27% decrease** in property tax. The decrease in property taxes is driven by the increased valuation of homes and businesses within the city as well as the continued construction of new homes and businesses. The property tax rate is anticipated to continue to be reduced as larger projects such as apartments, a hotel, and industrial projects are completed over the next 2 years. Additionally, valuations are predicted to continue to increase year-over-year.

The city continues to receive **increased sales tax revenue** year-over-year, with last fiscal year (20-21) when an allocation of \$1,958,096.83 was received. The FY 21-22 budget, as prior city budgets have done, maintains this level of revenue with an **estimated sales tax revenue of \$1,932,496.00**. While the city receives higher sales tax receipts each year than the prior year, when proposing a new FY budget, we maintain the prior year’s sales tax because sales tax revenue can be highly variable, with some years seeing large increases and some smaller. This budget proposal maintains a conservative approach to sales tax revenue by maintaining the prior fiscal year’s total. When we revise the budget in the Spring and bring to the City Council an Amended Budget, we have a better understanding of our sales tax revenue (as well as other revenue sources), so we can allocate additional money accordingly, such as to additional community services and programs.

The city only receives half of the 2% sales tax imposed by the city as 1% is allocated to Capital Metro. Additionally, in some portions of the city Travis County Emergency Services District 12 (ESD 12) has claimed the full 2% sales but through an agreement with them, the city receives half, or 1%, of their collected sales tax revenue in those areas.



FY 21-22 General Fund Expenditures



The city's General Fund is the main source of funding for most of the city's operations. The FY 21-22 budget anticipates expenditures of **\$14,275,439** including Police (\$5,194,500), Public Works – Streets and Parks (\$3,642,060) and Administration – Finance, HR, IT, Economic Development, City Management (\$3,528,640). Water and Wastewater expenditures (\$4,408,683) come out of the Utility Fund, not the General Fund.

Within the General Fund expenditures are new and existing community services and programs. **New expenditures include:**

- The allocation of **\$394,377** towards a new Council determined community amenity, service, or program
- **5 new community programs** administered by the Police Department
 - After 5 (Teenage focused program for after school, targeting apartment living teenagers)
 - New Driver Traffic Basics (Law Enforcement interaction for new driving Teenagers)
 - It's My Card (Elderly scam prevention program)
 - Alguna Pregunta (Any Questions) Spanish program targeting our immigrant community to build connection, trust and understanding of local law enforcement role in the immigration process.
 - The Cliff (Teenager focused program on life guidance as a teenager comes of age to leave home. Program will bring in specialty guest covering topics of Finance & life skills)

- Increasing our Street Contracted Repairs by \$96,900 to \$516,900, which in addition to the non-contracted Street Repair allocation of \$150,000, **totals \$666,900 for street repairs and maintenance.** This also includes the on-going Streets Assessment Program to create a data-driven prioritization of streets and their conditions so the city can allocate street repair funds to the highest priority roadways.
- **Small Business Programs** administered by our Heritage and Tourism Manager
 - Small Business Leadership Series
 - Façade Reimbursement Grant Program – this will be funded in the FY 21-22 budget with an initial allocation of **\$50,000**. The Program documents are being finalized and will be presented to Council for consideration.
 - Qwally – Manor Biz 101
 - Downtown Small Business Coffee
 - Travis County Thrive grant referrals to support local businesses with County provided pandemic grant funding – this **directly impacted Maxine’s Gumbo House and Libation Station.**
 - Quarterly newsletter
- The funding of a **Grant Writing Consultant at \$50,000** who can potentially bring in grant money to the city for new community programs or partnerships as well as grants for mobility improvements and utility infrastructure.
- Additionally, within the Utility Fund, Wastewater Contracted Services was **increased by \$222,802 to a total of \$239,002** to fund a complete study of our wastewater system to identify areas where stormwater is entering the system. This will allow the city to begin correcting areas where intrusions are occurring, which helps keep our wastewater plant running efficiently and as cost-effective as possible.

Existing expenditures within the FY 21-22 budget that support community services and programs include:

- **Community outreach programs and activities** lead by the Police Department. This does not include all the events and activities in which the department participates, these are the programs and services directly run by the Police Department to engage with the Manor community.
 - Manor Night Out
 - Citizens Police Academy (Adult 18+) 10 weeks
 - Youth Citizen Police Academy (Children 8-16) 3 weeks
 - Coffee With A Cop
 - Christmas 4 You (Adopted Family)
 - Birthday Drive By request
 - Manor Faith Based Alliance
 - Rainbow Warriors (School Based LGBTQ+)
- The installation of a **Splash Pad at Timmermann Park** using Parkland Funds
- The installation of **restrooms at Timmermann Park** utilizing Park Expenditures

- **Programs and events** administered by our Heritage and Tourism Manager
 - Sesquicentennial 2022
 - Leadership Manor
 - Small business promotion programs like: Shop Small, Shop Local, Spring Fling, and Summer Fun

The proposed FY 21-22 Annual Budget includes the **funding of 11 positions and creation of 4 other positions** within the city across four departments: Administration, Development Services, Police, and Public Works. These positions, more specifically detailed in the appendix following the budget, will make the city operate more efficiently and allow our employees to better serve the community with our new and existing programs and services.

The funded and unfunded positions within the 2021-2022 budget include:

Administration:

Human Resources Specialist – Funded

Development Services:

Planning Coordinator – Funded

Police:

Patrol Offices x4 – Funded
Social Resource Specialist – Funded
Assistant Chief – Unfunded
Crime Analyst Tech – Unfunded
Emergency Management Specialist - Unfunded
Police Clerk – Unfunded

Public Works:

MS4 Inspector – Funded
Utility Inspector – Funded
Heavy Equipment Operator - Funded
Parks Crewman – Funded

The FY 21-22 Annual Budget also has the inclusion of **\$30,000 for a Needs Assessment** to determine the future capacity needs of public buildings including Police and City Hall, but it would forecast all public facilities as well as including a **10% Cost of Living Adjustment** for all positions.

The 2021-2022 Annual Budget achieves the City Council’s direction for funding community benefits, grant services, and a needs assessment, all while achieving appropriate staffing levels to increase efficiency, responsiveness, and outreach to our community and keep Manor moving forward.

Thank you,

Scott Dunlop
Interim City Manager

10 -GENERAL FUND
FINANCIAL SUMMARY

PROPOSED BUDGET WORKSHEETS
FY 2021-22

| REVENUE SUMMARY | 91.67 % OF YEAR COMPLETE | | | | | | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|-----------------------------|--------------------------|----------------------------|----------------------------|----------------------------------|----------------|--------------------|-----------------------|-----------------------------|
| | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | | |
| ADMINISTRATION | | | | | | | | |
| TAXES | 7,970,828 | 7,970,828 | 7,970,828 | 8,719,686 | 109.4 | (748,858) | 13,079,529 | 9,955,027 |
| MISCELLANEOUS | 100,442 | 100,442 | 100,442 | 124,384 | 123.8 | (23,942) | 186,577 | 215,000 |
| PERMITS/LICENSES | 6,290 | 6,290 | 6,290 | 425 | 6.8 | 5,865 | 638 | 6,290 |
| OTHER | 71,729 | 71,729 | 71,729 | 98,422 | 137.2 | (26,693) | 147,633 | 100,129 |
| TOTAL ADMINISTRATION | 8,149,289 | 8,149,289 | 8,149,289 | 8,942,918 | 109.7 | (793,629) | 13,414,377 | 10,276,446 |
| STREET | | | | | | | | |
| MISCELLANEOUS | 84,500 | 84,500 | 84,500 | 187,474 | 221.9 | (102,974) | 281,211 | 187,474 |
| SANITATION CHARGES | 914,500 | 914,500 | 914,500 | 1,102,437 | 120.6 | (187,937) | 1,653,656 | 1,117,130 |
| TOTAL STREET | 999,000 | 999,000 | 999,000 | 1,289,911 | 129.1 | (290,911) | 1,934,867 | 1,304,604 |
| DEVELOPMENT SERVICES | | | | | | | | |
| MISCELLANEOUS | 27,500 | 27,500 | 27,500 | 35,373 | 128.6 | (7,873) | 31,823 | 38,345 |
| PERMITS/LICENSES | 1,457,567 | 1,457,567 | 1,457,567 | 2,155,826 | 147.9 | (698,259) | 3,233,739 | 1,880,497 |
| TOTAL DEVELOPMENT SERVICES | 1,485,067 | 1,485,067 | 1,485,067 | 2,191,199 | 147.5 | (706,132) | 3,265,561 | 1,918,842 |
| PARKS/RECREATION | | | | | | | | |
| MISCELLANEOUS | 40,000 | 40,000 | 40,000 | 40,000 | 100 | 0 | 60,000 | 40,000 |
| TOTAL PARKS/RECREATION | 40,000 | 40,000 | 40,000 | 40,000 | 100 | 0 | 60,000 | 40,000 |
| COURT | | | | | | | | |
| MISCELLANEOUS | 6,500 | 6,500 | 6,500 | 1,584 | 24.4 | 4,916 | 2,376 | 1,096 |
| COURT FEES | 623,650 | 623,650 | 623,650 | 400,110 | 64.2 | 223,540 | 594,270 | 403,660 |
| TOTAL COURT | 630,150 | 630,150 | 630,150 | 401,694 | 63.7 | 228,456 | 596,646 | 404,756 |
| POLICE | | | | | | | | |
| MISCELLANEOUS | 211,644 | 211,644 | 211,644 | 101,023 | 47.7 | 110,621 | 151,535 | 272,661 |
| POLICE CHARGES/FEES | 57,635 | 57,635 | 57,635 | 43,200 | 75.0 | 14,435 | 64,800 | 57,730 |
| TOTAL POLICE | 269,279 | 269,279 | 269,279 | 144,224 | 53.6 | 125,055 | 216,335 | 330,391 |
| ECONOMIC DEV SVCS | | | | | | | | |
| TAXES | | | | 400 | 0.0 | (400) | 600 | 400 |
| TOTAL COMMUNITY SERVICES | 0 | 0 | 0 | 400 | 0 | (400) | 600 | 400 |
| TOTAL REVENUES | 11,572,785 | 11,572,785 | 11,572,785 | 13,010,345 | 112.4 | (1,437,560) | 19,427,785 | 14,275,439 |

10 -GENERAL FUND
FINANCIAL SUMMARY

PROPOSED BUDGET WORK
FY 2021-22 Item 2.

91.67 % OF YEAR COMPLETE

| EXPENDITURE SUMMARY | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|-----------------------------|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| ADMINISTRATION | | | | | | | | |
| PERSONNEL | 547,474 | 547,474 | 547,474 | 411,853 | 75.2 | 135,621 | 617,780 | 430,840 |
| OPERATING | 195,782 | 195,782 | 195,782 | 110,895 | 56.6 | 84,888 | 166,342 | 601,510 |
| REPAIRS & MAINTENANCE | 44,000 | 44,000 | 44,000 | 6,691 | 15.2 | 37,309 | 10,037 | 44,000 |
| CONTRACTED SERVICES | 459,798 | 459,798 | 459,798 | 533,004 | 115.9 | (73,206) | 799,506 | 651,800 |
| TOTAL ADMINISTRATION | 1,247,054 | 1,247,054 | 1,247,054 | 1,062,443 | 85.2 | 184,611 | 1,593,664 | 1,728,150 |
| FINANCE | | | | | | | | |
| PERSONNEL | 554,944 | 554,944 | 554,944 | 398,814 | 71.9 | 156,130 | 598,221 | 603,665 |
| OPERATING | 148,965 | 148,965 | 148,965 | 114,770 | 77.0 | 34,195 | 172,155 | 151,365 |
| REPAIRS & MAINTENANCE | 2,000 | 2,000 | 2,000 | 2,630 | 131.5 | (630) | 3,944 | 2,700 |
| CONTRACTED SERVICES | 47,500 | 47,500 | 47,500 | 40,410 | 85.1 | 7,090 | 60,615 | 57,900 |
| TOTAL FINANCE | 753,409 | 753,409 | 753,409 | 556,624 | 73.9 | 196,785 | 834,936 | 815,631 |
| STREET | | | | | | | | |
| PERSONNEL | 335,054 | 335,054 | 335,055 | 273,595 | 81.7 | 61,460 | 410,392 | 531,300 |
| OPERATING | 163,595 | 163,595 | 163,595 | 118,250 | 72.3 | 45,345 | 177,376 | 183,495 |
| REPAIRS & MAINTENANCE | 168,400 | 168,400 | 168,400 | 42,055 | 25.0 | 126,345 | 63,082 | 175,000 |
| CONTRACTED SERVICES | 1,462,000 | 1,462,000 | 1,462,000 | 1,065,917 | 72.9 | 396,083 | 1,598,875 | 1,923,250 |
| DEBT PAYMENTS | 36,359 | 36,359 | 36,359 | 36,349 | 100.0 | 10 | 54,523 | 36,359 |
| CAPITAL OUTLAY < \$5K | 10,000 | 10,000 | 10,000 | 1,400 | 14.0 | 8,600 | 2,100 | 10,000 |
| CAPITAL OUTLAY > \$5K | 240,810 | 240,810 | 240,810 | 0 | 0.0 | 240,810 | 0 | 50,000 |
| TOTAL STREET | 2,416,216 | 2,416,217 | 2,416,219 | 1,537,565 | 63.6 | 878,654 | 2,306,348 | 2,909,404 |
| DEVELOPMENT SERVICES | | | | | | | | |
| PERSONNEL | 393,589 | 393,589 | 393,589 | 330,473 | 84.0 | 63,116 | 23,480 | 550,904 |
| OPERATING | 91,621 | 91,621 | 91,621 | 50,712 | 55.4 | 40,909 | 0 | 100,121 |
| REPAIRS & MAINTENANCE | 3,000 | 3,000 | 3,000 | 4,471 | 149.0 | (1,471) | 30 | 4,400 |
| CONTRACTED SERVICES | 519,168 | 519,168 | 519,168 | 273,635 | 52.7 | 245,533 | 0 | 270,000 |
| TOTAL DEVELOPMENT SERVICES | 1,007,378 | 1,007,378 | 1,007,378 | 659,292 | 65.4 | 348,086 | 23,510 | 925,425 |
| PARKS | | | | | | | | |
| PERSONNEL | 421,771 | 421,771 | 421,771 | 244,887 | 58.1 | 176,884 | 367,331 | 417,152 |
| OPERATING | 20,850 | 20,850 | 20,850 | 15,779 | 75.7 | 5,071 | 23,480 | 25,850 |
| REPAIRS & MAINTENANCE | 157,500 | 157,500 | 157,500 | 23,224 | 14.7 | 134,276 | 34,835 | 183,000 |
| CONTRACTED SERVICES | | | | 1,073 | | | | 1,500 |
| DEBT PAYMENTS | 24,518 | 24,518 | 24,518 | 24,517 | 100.0 | 1 | 36,776 | 24,518 |
| CAPITAL OUTLAY < \$5K | 5,750 | 5,750 | 5,750 | 20 | 0.3 | 5,730 | 30 | 10,750 |
| CAPITAL OUTLAY > \$5K | 46,600 | 46,600 | 46,600 | 0 | 0.0 | 46,600 | 0 | 67,000 |
| TOTAL PARKS | 676,989 | 676,989 | 676,989 | 309,500 | 248.8 | 368,562 | 462,452 | 729,700 |

COURT

| | | | | | | | | |
|-----------------------|----------------|----------------|----------------|----------------|-------------|----------------|----------------|----------------|
| PERSONNEL | 323,456 | 323,456 | 323,456 | 157,095 | 48.6 | 166,361 | 235,643 | 350,202 |
| OPERATING | 51,245 | 51,245 | 51,245 | 29,252 | 57.1 | 21,993 | 43,878 | 51,245 |
| CONTRACTED SERVICES | 291,500 | 291,500 | 291,500 | 141,603 | 48.6 | 149,897 | 212,404 | 291,500 |
| CAPITAL OUTLAY < \$5K | 1,620 | 1,620 | 1,620 | 0 | 0.0 | 1,620 | 0 | 1,620 |
| CAPITAL OUTLAY > \$5K | 13,307 | 13,307 | 13,307 | 0 | 0.0 | 13,307 | 0 | 13,307 |
| TOTAL COURT | 681,128 | 681,128 | 681,128 | 327,950 | 48.1 | 353,178 | 491,925 | 707,874 |

POLICE

| | | | | | | | | |
|-----------------------|------------------|------------------|------------------|------------------|-------------|----------------|------------------|------------------|
| PERSONNEL | 3,067,434 | 3,067,434 | 3,067,434 | 2,427,384 | 79.1 | 640,050 | 3,641,075 | 3,861,713 |
| OPERATING | 310,094 | 310,094 | 310,094 | 210,735 | 68.0 | 99,359 | 316,103 | 336,444 |
| REPAIRS & MAINTENANCE | 96,500 | 96,500 | 96,500 | 52,898 | 54.8 | 43,602 | 79,346 | 96,500 |
| CONTRACTED SERVICES | 268,463 | 268,463 | 268,463 | 255,977 | 95.3 | 12,486 | 383,965 | 306,207 |
| DEBT PAYMENTS | 373,500 | 373,500 | 373,500 | 335,984 | 90.0 | 37,516 | 503,977 | 453,500 |
| CAPITAL OUTLAY < \$5K | 6,000 | 6,000 | 6,000 | 509 | 8.5 | 5,491 | 764 | 6,200 |
| CAPITAL OUTLAY > \$5K | 66,470 | 66,470 | 66,470 | 47,326 | 71.2 | 19,144 | 70,990 | 125,470 |
| TOTAL POLICE | 4,188,461 | 4,188,461 | 4,188,461 | 3,330,814 | 79.5 | 857,647 | 4,996,220 | 5,186,034 |

INFORMATION TECHNOLOGY (I.T.)

| | | | | | | | | |
|-----------------------|----------------|----------------|----------------|----------------|-------------|----------------|---------------|----------------|
| PERSONNEL | 147,985 | 147,985 | 147,985 | 117,921 | 79.7 | 30,064 | 176,881 | 274,649 |
| OPERATING | 169,500 | 169,500 | 169,500 | 211,258 | 124.6 | (41,758) | 0 | 174,500 |
| REPAIRS & MAINTENANCE | 6,085 | 6,085 | 6,085 | 0 | 0.0 | 6,085 | 0 | 11,085 |
| CONTRACTED SERVICES | 169,780 | 169,780 | 169,780 | 176,806 | 104.1 | (7,026) | 0 | 190,000 |
| CAPITAL OUTLAY < \$5K | 65,000 | 65,000 | 65,000 | 1,818 | 2.8 | 63,182 | 156 | 35,000 |
| CAPITAL OUTLAY > \$5K | 105,000 | 105,000 | 105,000 | 0 | 0.0 | 105,000 | 1,246 | 70,000 |
| TOTAL I.T. | 663,350 | 663,350 | 663,350 | 507,802 | 76.6 | 155,548 | 65,212 | 755,234 |

ECONOMIC DEV. SVCS

| | | | | | | | | |
|----------------------------|----------------|----------------|----------------|----------------|-------------|----------------|----------------|----------------|
| PERSONNEL | 236,340 | 236,340 | 236,340 | 77,368 | 33 | 158,972 | 116,051 | 246,129 |
| OPERATING | 55,350 | 55,350 | 55,350 | 29,710 | 0 | 25,640 | 0 | 137,850 |
| TOTAL COMMUNITY DEV | 291,690 | 291,690 | 291,690 | 107,077 | 36.7 | 184,613 | 116,051 | 383,979 |

HUMAN RESOURCES

| | | | | | | | | |
|----------------------------|----------|----------|----------|----------|------------|----------|----------|----------------|
| PERSONNEL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 109,938 |
| OPERATING | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 24,000 |
| TOTAL COMMUNITY DEV | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 133,938 |

| | | | | | | | | |
|---------------------------|-------------------|-------------------|-------------------|------------------|------------|------------------|-------------------|-------------------|
| TOTAL EXPENDITURES | 11,925,675 | 11,925,676 | 11,925,678 | 8,399,066 | 492 | 3,527,684 | 10,246,603 | 14,275,439 |
|---------------------------|-------------------|-------------------|-------------------|------------------|------------|------------------|-------------------|-------------------|

| | | | | | | | |
|---|------------------|------------------|------------------|------------------|--------------------|------------------|------------|
| REVENUES OVER/(UNDER) EXPENDITURES | (352,890) | (352,891) | (352,893) | 4,611,279 | (4,964,172) | 9,181,182 | (0) |
|---|------------------|------------------|------------------|------------------|--------------------|------------------|------------|

**10 -GENERAL FUND
REVENUES**

**PROPOSED BUDGET WORKSHEETS
FY 2021-22**

| ADMINISTRATION REVENUES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | 91.67 % OF YEAR COMPLETE | | | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| | | | | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | | |
| TAXES | | | | | | | | |
| 10-4100-40-40000 AD VALOREM TAXES - CURRENT | 6,024,493 | 6,024,493 | 6,024,493 | 6,197,145 | 103 | -172,652 | 9,295,717 | 7,346,430 |
| 10-4100-40-40010 AD VALOREM TAXES - PRIOR | 15,000 | 15,000 | 15,000 | 98,824 | 659 | -83,824 | 148,237 | 15,000 |
| 10-4100-40-40015 RENDITION PAYMENTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4100-40-40016 VEHICLE DEALER INVENTORY | 5,000 | 5,000 | 5,000 | 1,256 | 25 | 3,744 | 1,884 | 1,200 |
| 10-4100-40-40020 AD VALOREM TAXES P&I | 57,750 | 57,750 | 57,750 | 49,779 | 86 | 7,971 | 74,668 | 50,000 |
| 10-4100-40-40025 SALES TAX COMPTROLLER | 1,381,300 | 1,381,300 | 1,381,300 | 1,803,414 | 131 | -422,114 | 2,705,122 | 1,932,496 |
| 10-4100-40-40040 FRANCHISE TAX-ELECTRIC | 250,000 | 250,000 | 250,000 | 299,134 | 120 | -49,134 | 448,701 | 300,000 |
| 10-4100-40-40043 FRANCHISE TAX-CABLE TE | 64,000 | 64,000 | 64,000 | 95,270 | 149 | -31,270 | 142,905 | 96,000 |
| 10-4100-40-40044 FRANCHISE PEG TAX - CABLE TV | 9,000 | 9,000 | 9,000 | 13,511 | 150 | -4,511 | 20,267 | 13,511 |
| 10-4100-40-40045 FRANCHISE TAX-GAS/PROP | 25,000 | 25,000 | 25,000 | 24,993 | 100 | 7 | 37,489 | 25,000 |
| 10-4100-40-40047 FRANCHISE TAX-TELEPHONE | 100,000 | 100,000 | 100,000 | 62,768 | 63 | 37,232 | 94,153 | 100,000 |
| 10-4100-40-40050 FRANCHISE TAX-SOLID WASTE | 20,000 | 20,000 | 20,000 | 53,953 | 270 | -33,953 | 80,929 | 55,000 |
| 10-4100-40-40051 SIGN KIOSK FEES | 5,885 | 5,885 | 5,885 | 4,030 | 68 | 1,855 | 6,045 | 5,885 |
| 10-4100-40-40060 MIXED BEVERAGE TAXES | 12,200 | 12,200 | 12,200 | 12,247 | 100 | -47 | 18,370 | 12,200 |
| 10-4100-40-40061 OPEN RECORD FEES | 1,200 | 1,200 | 1,200 | 3,362 | 280 | -2,162 | 5,043 | 2,305 |
| TOTAL TAXES | 7,970,828 | 7,970,828 | 7,970,828 | 8,719,686 | 109 | -748,858 | 13,079,529 | 9,955,027 |
| MISCELLANEOUS | | | | | | | | |
| 10-4100-42-42099 MISCELLANEOUS | 100,442 | 100,442 | 100,442 | 124,384 | 124 | -23,942 | 186,577 | 215,000 |
| 10-4100-42-42100 GRANTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4100-42-42500 DONATIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4100-42-48100 UNCLAIMED PROPERTY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS | 100,442 | 100,442 | 100,442 | 124,384 | 124 | -23,942 | 186,577 | 215,000 |
| PERMITS/LICENSES | | | | | | | | |
| 10-4100-45-42010 PERMITS-PET | 440 | 440 | 440 | 110 | 25 | 330 | 165 | 440 |
| 10-4100-45-42020 HEALTH PERMITS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4100-45-42040 PERMITS- CITY MISC | 150 | 150 | 150 | 0 | 0 | 150 | 0 | 150 |
| 10-4100-45-42050 LICENSES- ALCHOLIC BEV | 5,700 | 5,700 | 5,700 | 315 | 6 | 5,385 | 473 | 5,700 |
| TOTAL PERMITS/LICENSES | 6,290 | 6,290 | 6,290 | 425 | 7 | 5,865 | 638 | 6,290 |
| OTHER | | | | | | | | |
| 10-4100-48-42050 NOTARY FEES | 129 | 129 | 129 | 72 | 56 | 57 | 108 | 129 |
| 10-4100-48-42100 REIMBURSED EXPENSES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4100-48-48000 INTEREST INCOME | 71,600 | 71,600 | 71,600 | 98,350 | 137 | -26,750 | 147,525 | 100,000 |
| TOTAL OTHER | 71,729 | 71,729 | 71,729 | 98,422 | 137 | -26,693 | 147,633 | 100,129 |
| TOTAL ADMINISTRATION REVENUES | 8,149,289 | 8,149,289 | 8,149,289 | 8,942,918 | 110 | -793,629 | 13,414,377 | 10,276,446 |

| STREET REVENUES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--------------------------------------|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| MISCELLANEOUS | | | | | | | | |
| 10-4225-42-42098 CAP METRO BCT | 84,500 | 84,500 | 84,500 | 169,000 | 200 | -84,500 | 253,500 | 169,000 |
| 10-4225-42-42099 MISCELLANEOUS | 0 | 0 | 0 | 18,474 | 0 | -18,474 | 27,711 | 18,474 |
| TOTAL MISCELLANEOUS | 84,500 | 84,500 | 84,500 | 187,474 | 222 | -102,974 | 281,211 | 187,474 |
| SANITATION CHARGES | | | | | | | | |
| 10-4225-44-44010 SOLID WASTE REVENUE | 904,000 | 904,000 | 904,000 | 1,086,473 | 120 | -182,473 | 1,629,709 | 1,100,000 |
| 10-4225-44-44025 LATE FEES TRASH | 10,500 | 10,500 | 10,500 | 15,964 | 152 | -5,464 | 23,946 | 17,130 |
| 10-4225-44-44031 ADJUSTMENTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL SANITATION CHARGES | 914,500 | 914,500 | 914,500 | 1,102,437 | 121 | -187,937 | 1,653,656 | 1,117,130 |
| TOTAL STREET REVENUES | 999,000 | 999,000 | 999,000 | 1,289,911 | 129 | -290,911 | 1,934,867 | 1,304,604 |

| DEVELOPMENT SERVICES REVENUES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| MISCELLANEOUS | | | | | | | | |
| 10-4300-42-42090 TECHNOLOGY FEES | 25,000 | 25,000 | 25,000 | 21,215 | 85 | 3,785 | 31,823 | 25,000 |
| 10-4300-42-42091 ONLINE PAYMENT FEE | 2,500 | 2,500 | 2,500 | 3,408 | 136 | -908 | 5,112 | 2,600 |
| 10-4300-42-42099 MISCELLANEOUS | | | | 10,750 | 0 | -10,750 | 16,125 | 10,745 |
| 10-4300-42-42092 FILMING PROJECT FEES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS | 27,500 | 27,500 | 27,500 | 35,373 | 129 | -7,873 | 31,823 | 38,345 |
| PERMITS/LICENSES | | | | | | | | |
| 10-4300-45-42040 PERMITS-CITY MISC. | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4300-45-44095 SIGN PERMITS | 1,526 | 1,526 | 1,526 | 3,070 | 201 | -1,544 | 4,605 | 3,000 |
| 10-4300-45-44096 SITE PLAN | 9,000 | 9,000 | 9,000 | 19,091 | 212 | -10,091 | 28,637 | 19,000 |
| 10-4300-45-44097 NOTIFICATIONS | 3,000 | 3,000 | 3,000 | 6,450 | 215 | -3,450 | 9,675 | 4,675 |
| 10-4300-45-45000 DEVELOPER FUNDINGS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4300-45-45050 PLAT AND PLAN FEES | 53,569 | 53,569 | 53,569 | 127,696 | 238 | -74,127 | 191,543 | 100,000 |
| 10-4300-45-45075 BLDG. PLAN REVIEW | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 |
| 10-4300-45-45076 SUBDIVISION TEST & INSP | 200,000 | 200,000 | 200,000 | 801,377 | 401 | -601,377 | 1,202,065 | 550,000 |
| 10-4300-45-45077 ZONING | 3,072 | 3,072 | 3,072 | 3,641 | 119 | -569 | 5,461 | 3,072 |
| 10-4300-45-45100 BUILDING PERMITS | 821,700 | 821,700 | 821,700 | 704,833 | 86 | 116,867 | 1,057,250 | 821,700 |
| 10-4300-45-45101 R.O.W. PEMITS | 900 | 900 | 900 | 3,900 | 433 | -3,000 | 5,850 | 2,250 |
| 10-4300-45-45102 GAMING MACHINES | 1,600 | 1,600 | 1,600 | 0 | 0 | 1,600 | 0 | 1,600 |
| 10-4300-45-45200 BUILDINGS INSPECTION FEES | 363,000 | 363,000 | 363,000 | 485,768 | 134 | -122,768 | 728,652 | 375,000 |
| 10-4300-45-45201 SUBDIV CONSTRUCTION | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4300-45-45500 PROFESSIONAL DEPOSIT FEES | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 |
| TOTAL PERMITS/LICENSES | 1,457,567 | 1,457,567 | 1,457,567 | 2,155,826 | 148 | -698,259 | 3,233,739 | 1,880,497 |
| TOTAL DEVELOPMENT SERVICES REVENUES | 1,485,067 | 1,485,067 | 1,485,067 | 2,191,199 | 148 | -706,132 | 3,265,561 | 1,918,842 |

| | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| PARKS/RECREATION | | | | | | | | |
| MISCELLANEOUS | | | | | | | | |
| PARKS MISCELLANEOUS | | | | | | | | |
| 10-4400-42-42101 PARK LAND MAINT PMNTS | 40,000 | 40,000 | 40,000 | 40,000 | 100 | 0 | 60,000 | 40,000 |
| TOTAL MISCELLANEOUS | 40,000 | 40,000 | 40,000 | 40,000 | 100 | 0 | 60,000 | 40,000 |
| TOTAL PARKS REVENUES | 40,000 | 40,000 | 40,000 | 40,000 | 100 | 0 | 60,000 | 40,000 |

| | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| COURT REVENUES | | | | | | | | |
| MISCELLANEOUS | | | | | | | | |
| 10-4500-42-42090 ONLINE PAYMENT FEES | 6,500 | 6,500 | 6,500 | 1,584 | 24 | 4,916 | 2,376 | 1,096 |
| 10-4500-42-42099 TCDC REVENUES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS | 6,500 | 6,500 | 6,500 | 1,584 | 24 | 4,916 | 2,376 | 1,096 |
| COURT FEES | | | | | | | | |
| 10-4500-46-46100 COURT TECHNOLOGY FEE | 12,000 | 12,000 | 12,000 | 5,118 | 43 | 6,882 | 7,677 | 12,000 |
| 10-4500-46-46200 COURT BUILDING SECURITY | 8,600 | 8,600 | 8,600 | 5,302 | 62 | 3,298 | 7,954 | 8,600 |
| 10-4500-46-46300 COURT COSTS EARNED | 600,000 | 600,000 | 600,000 | 385,759 | 64 | 214,241 | 578,639 | 380,000 |
| 10-4500-46-46301 JUVENILE CASE MGR FUND | 3,000 | 3,000 | 3,000 | 3,853 | 128 | -853 | 5,779 | 3,000 |
| 10-4500-46-46302 JURY FUND | 50 | 50 | 50 | 77 | 154 | -27 | 116 | 60 |
| TOTAL COURT FEES | 623,650 | 623,650 | 623,650 | 400,110 | 64 | 223,540 | 594,270 | 403,660 |
| TOTAL COURT REVENUES | 630,150 | 630,150 | 630,150 | 401,694 | 64 | 228,456 | 596,646 | 404,756 |

| | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| POLICE REVENUES | | | | | | | | |
| MISCELLANEOUS | | | | | | | | |
| 10-4600-42-41015 GRANT PROCEEDS - POLIC | 22,513 | 22,513 | 22,513 | 0 | 0 | 22,513 | 0 | 22,513 |
| 10-4600-42-41016 OVC 2018-V3-GX-0024 | 57,207 | 57,207 | 57,207 | 0 | 0 | 57,207 | 0 | 57,207 |
| 10-4600-42-41017 VOCA GRANT | 91,924 | 91,924 | 91,924 | 0 | 0 | 91,924 | 0 | 91,924 |
| 10-4600-42-42099 MISCELLANEOUS | 40,000 | 40,000 | 40,000 | 101,023 | 253 | -61,023 | 151,535 | 101,017 |
| TOTAL MISCELLANEOUS | 211,644 | 211,644 | 211,644 | 101,023 | 48 | 110,621 | 151,535 | 272,661 |
| POLICE CHARGES/FEES | | | | | | | | |
| 10-4600-47-47000 ASSET SEIZURES | 1,250 | 1,250 | 1,250 | 0 | 0 | 1,250 | 0 | 1,250 |
| 10-4600-47-47009 ALARM PERMIT | 7,000 | 7,000 | 7,000 | 6,965 | 100 | 35 | 10,448 | 7,000 |
| 10-4600-47-47010 POLICE REPORTS | 1,350 | 1,350 | 1,350 | 0 | 0 | 1,350 | 0 | 1,350 |
| 10-4600-47-47011 FINGER PRINTING | 100 | 100 | 100 | 140 | 140 | -40 | 210 | 100 |
| 10-4600-47-47110 MOTOR VEHICLE DISB | 4,500 | 4,500 | 4,500 | 5,496 | 122 | -996 | 8,244 | 4,500 |
| 10-4600-47-47200 WARRANT AND FTA FEES | 2,410 | 2,410 | 2,410 | 403 | 17 | 2,007 | 604 | 2,410 |
| 10-4600-47-47310 IMPOUNDS | 11,025 | 11,025 | 11,025 | 17,600 | 160 | -6,575 | 26,400 | 11,120 |
| 10-4600-47-47325 AUCTIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-4600-47-47400 POLICE CAR RENTAL INCO | 30,000 | 30,000 | 30,000 | 12,596 | 42 | 17,404 | 18,894 | 30,000 |
| TOTAL POLICE CHARGES/FEES | 57,635 | 57,635 | 57,635 | 43,200 | 75 | 14,435 | 64,800 | 57,730 |
| TOTAL POLICE REVENUES | 269,279 | 269,279 | 269,279 | 144,224 | 54 | 125,055 | 216,335 | 330,391 |

| ECONOMIC DEV SVCS | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | YTD ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|---------------------------------|----------------------|----------------------------|----------------------------|--------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| TAXES | | | | | | | | |
| 10-4800-40-40040 EVENT FEES | 400 | 0 | 400 | 400 | 100 | 0 | 600 | 400 |
| TOTAL ECONOMIC DEV SVCS REVENUE | 400 | 0 | 400 | 400 | 100 | 0 | 600 | 400 |
| TOTAL REVENUES | 11,573,185 | 11,572,785 | 11,573,185 | 13,010,345 | 112 | -1,437,160 | 19,427,785 | 14,275,439 |

10 -GENERAL FUND **PROPOSED BUDGET WORKSHEETS**
DEPARTMENTAL EXPENDITURES **FY 2021-22**

| | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|

91.67 % OF YEAR COMPLETE

| ADMINISTRATION EXPENDITURES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| PERSONNEL | | | | | | | | |
| 10-5100-50-50010 SALARIES | 415,747 | 415,747 | 415,747 | 330,524 | 80 | 85,223 | 495,787 | 325,363 |
| 10-5100-50-50050 OVERTIME | | | | 220 | 0 | -220 | 330 | 628 |
| 10-5100-50-50075 LONGEVITY | 3,100 | 3,100 | 3,100 | 3,100 | 100 | 0 | 4,650 | 1,000 |
| 10-5100-50-50200 EMPLOYER PAID TAXES | 28,176 | 28,176 | 28,176 | 22,139 | 79 | 6,037 | 33,209 | 25,015 |
| 10-5100-50-50255 WORKERS' COMPENSATION | 1,979 | 1,979 | 1,979 | 219 | 11 | 1,760 | 329 | 1,379 |
| 10-5100-50-50325 HEALTH INSURANCE | 29,745 | 29,745 | 29,745 | 16,089 | 54 | 13,656 | 24,133 | 22,651 |
| 10-5100-50-50335 HEALTH ASSISTANCE | 260 | 260 | 260 | 250 | 96 | 10 | 375 | 260 |
| 10-5100-50-50410 EMPLOYER RETIREMENT CO | 33,381 | 33,381 | 33,381 | 29,015 | 87 | 4,366 | 43,522 | 28,298 |
| 10-5100-50-50520 EMPLOYEE EDUCATION | 7,500 | 7,500 | 7,500 | 2,774 | 37 | 4,726 | 4,161 | 5,360 |
| 10-5100-50-50521 COUNCIL EDUCATION | 12,886 | 12,886 | 12,886 | 670 | 5 | 12,216 | 1,005 | 12,886 |
| 10-5100-50-50650 VEHICLE ALLOWANCE | 7,500 | 7,500 | 7,500 | 6,092 | 81 | 1,408 | 9,138 | 7,500 |
| 10-5100-50-50655 CELL PHONE ALLOWANCE | 1,200 | 1,200 | 1,200 | 761 | 63 | 439 | 1,142 | 0 |
| 10-5100-50-50700 REIMBURSABLE UNEMPLOYM | 6,000 | 6,000 | 6,000 | 0 | 0 | 6,000 | 0 | 500 |
| TOTAL PERSONNEL | 547,474 | 547,474 | 547,474 | 411,853 | 75 | 135,621 | 617,780 | 430,840 |

OPERATING

| | | | | | | | | |
|---|----------------|----------------|----------------|----------------|-----------|---------------|----------------|----------------|
| 10-5100-51-51010 ADVER/NOTIFICATION/PUBLIC HE | 14,500 | 14,500 | 14,500 | 10,543 | 73 | 3,957 | 15,814 | 14,500 |
| 10-5100-51-51011 PRE-EMPLO SCREENING | 50 | 50 | 50 | 0 | 0 | 50 | 0 | 50 |
| 10-5100-51-51012 ADMIN RENT | 50 | 50 | 50 | 0 | 0 | 50 | 0 | 3,800 |
| 10-5100-51-51xxx COMMUNITY PROGRAMS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 394,977 |
| 10-5100-51-51043 CITY EVENTS | 12,500 | 12,500 | 12,500 | 12,738 | 102 | -238 | 19,107 | 12,600 |
| 10-5100-51-51160 ELECTION EXPENSES | 6,500 | 6,500 | 6,500 | 0 | 0 | 6,500 | 0 | 6,500 |
| 10-5100-51-51335 INSURANCE-PROPERTY, CA | 3,720 | 3,720 | 3,720 | 1,736 | 47 | 1,984 | 2,604 | 3,720 |
| 10-5100-51-51480 MEETING EXPENSES | 1,000 | 1,000 | 1,000 | 4,078 | 408 | -3,078 | 6,117 | 3,901 |
| 10-5100-51-51485 MISCELLANEOUS | 21,200 | 21,200 | 21,200 | 36,065 | 170 | -14,865 | 54,097 | 21,200 |
| 10-5100-51-51602 PENALTIES & INTEREST | 150 | 150 | 150 | 0 | 0 | 150 | 0 | 150 |
| 10-5100-51-51603 PERIODICALS AND PUBLIC | 650 | 650 | 650 | 0 | 0 | 650 | 0 | 650 |
| 10-5100-51-51625 POSTAGE/DELIVERY | 2,000 | 2,000 | 2,000 | 573 | 29 | 1,427 | 859 | 2,000 |
| 10-5100-51-51634 EDC BEAUTIFICATION | 50,000 | 50,000 | 50,000 | 0 | 0 | 50,000 | 0 | 50,000 |
| 10-5100-51-51635 PROFESSIONAL & MEMBERS | 7,500 | 7,500 | 7,500 | 6,633 | 88 | 867 | 9,949 | 5,500 |
| 10-5100-51-51746 SUPPLIES-OFFICE | 8,562 | 8,562 | 8,562 | 3,901 | 46 | 4,661 | 5,852 | 7,562 |
| 10-5100-51-51747 COVID 19 SUPPLIES | 20,000 | 20,000 | 20,000 | 8,940 | 45 | 11,060 | 13,409 | 20,000 |
| 10-5100-51-51748 GRANTS FOR SIX PATHWAYS | 25,000 | 25,000 | 25,000 | 0 | 0 | 25,000 | 0 | 25,000 |
| 10-5100-51-51780 TRAVEL | 7,500 | 7,500 | 7,500 | 240 | 3 | 7,260 | 361 | 2,500 |
| 10-5100-51-51813 UTILITIES-ELECTRIC BLU | 9,500 | 9,500 | 9,500 | 7,126 | 75 | 2,374 | 10,689 | 9,500 |
| 10-5100-51-51817 UTILITIES-NATURAL GAS | 1,000 | 1,000 | 1,000 | 973 | 97 | 27 | 1,459 | 1,000 |
| 10-5100-51-52110 OFFICE EQUIPMENT LEASE | 4,400 | 4,400 | 4,400 | 3,563 | 81 | 837 | 5,345 | 4,400 |
| 10-5100-51-52111 EMERGENCY PROTECTION | | | | 13,786 | 0 | -13,786 | 20,679 | 12,000 |
| TOTAL OPERATING | 195,782 | 195,782 | 195,782 | 110,895 | 57 | 84,888 | 166,342 | 601,510 |

REPAIRS & MAINTENANCE

| | | | | | | | | |
|---|---------------|---------------|---------------|--------------|-----------|---------------|---------------|---------------|
| 10-5100-52-52010 BUILDING REPAIRS & MAI | 30,000 | 30,000 | 30,000 | 3,538 | 12 | 26,462 | 5,307 | 30,000 |
| 10-5100-52-52012 CLEANING & MAINTENANCE | 14,000 | 14,000 | 14,000 | 3,154 | 23 | 10,846 | 4,730 | 14,000 |
| TOTAL REPAIRS & MAINTENANCE | 44,000 | 44,000 | 44,000 | 6,691 | 15 | 37,309 | 10,037 | 44,000 |

CONTRACTED SERVICES

| | | | | | | | | |
|--|----------------|----------------|----------------|----------------|------------|----------------|----------------|----------------|
| 10-5100-54-51165 ENGINEERING/PLANNING S | 85,000 | 85,000 | 85,000 | 48,608 | 57 | 36,392 | 72,912 | 85,000 |
| 10-5100-54-51440 LEGAL FEES | 65,000 | 65,000 | 65,000 | 31,006 | 48 | 33,994 | 46,510 | 65,000 |
| 10-5100-54-51441 JUSTFOIA | 3,250 | 3,250 | 3,250 | 0 | 0 | 3,250 | 0 | 5,000 |
| 10-5100-54-51442 MEETING/AGENDA MANAGEMEN | 3,800 | 3,800 | 3,800 | 4,150 | 109 | -350 | 6,225 | 3,800 |
| 10-5100-54-51502 SALES TAX REBATE GREENVIEW | 200,000 | 200,000 | 200,000 | 253,731 | 127 | -53,731 | 380,596 | 300,000 |
| 10-5100-54-51503 AD VALEROM REBATE GREENVIEW | 67,448 | 67,448 | 67,448 | 0 | 0 | 67,448 | 0 | 75,000 |
| 10-5100-54-51504 MUNICODE | 15,000 | 15,000 | 15,000 | 4,740 | 32 | 10,260 | 7,109 | 15,000 |
| 10-5100-54-51520 R.O.W. PURCHASE | | | | 160,970 | 0 | -160,970 | 241,455 | 0 |
| 10-5100-54-51590 DOCUMENT STORAGE/DESTRUCT | 1,800 | 1,800 | 1,800 | 4,434 | 246 | -2,634 | 6,650 | 4,500 |
| 10-5100-54-51998 NEEDS ASSESMENT | | | | | | | | 30,000 |
| 10-5100-54-51999 GRANT WRITER SERVICE | | | | | | | | 50,000 |
| 10-5100-54-51760 TAXING DISTRICT FEES | 18,500 | 18,500 | 18,500 | 25,365 | 137 | -6,865 | 38,048 | 18,500 |
| TOTAL CONTRACTED SERVICES | 459,798 | 459,798 | 459,798 | 533,004 | 116 | -73,206 | 799,506 | 651,800 |

| | | | | | | | | |
|--|------------------|------------------|------------------|------------------|-----------|----------------|------------------|------------------|
| TOTAL ADMINISTRATION EXPENDITURES | 1,247,054 | 1,247,054 | 1,247,054 | 1,062,443 | 85 | 184,611 | 1,593,664 | 1,728,150 |
|--|------------------|------------------|------------------|------------------|-----------|----------------|------------------|------------------|

| | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| FINANCE EXPENDITURES | | | | | | | | |
| PERSONNEL | | | | | | | | |
| 10-5150-50-50010 SALARIES | 420,262 | 420,262 | 420,262 | 309,663 | 74 | 110,599 | 464,495 | 462,288 |
| 10-5150-50-50050 OVERTIME | 3,443 | 3,443 | 3,443 | 1,784 | 52 | 1,659 | 2,677 | 3,443 |
| 10-5150-50-50075 LONGEVITY | 3,900 | 3,900 | 3,900 | 2,800 | 72 | 1,100 | 4,200 | 4,600 |
| 10-5150-50-50200 EMPLOYER PAID TAXES | 32,681 | 32,681 | 32,681 | 23,403 | 72 | 9,278 | 35,105 | 36,007 |
| 10-5150-50-50255 WORKERS' COMPENSATION | 1,900 | 1,900 | 1,900 | 437 | 23 | 1,463 | 656 | 1,900 |
| 10-5150-50-50325 HEALTH INSURANCE | 52,054 | 52,054 | 52,054 | 32,137 | 62 | 19,917 | 48,206 | 52,851 |
| 10-5150-50-50335 HEALTH ASSISTANCE | 258 | 258 | 258 | 250 | 97 | 8 | 375 | 258 |
| 10-5150-50-50410 EMPLOYER RETIREMENT CO | 37,946 | 37,946 | 37,946 | 26,924 | 71 | 11,022 | 40,386 | 39,819 |
| 10-5150-50-50520 EMPLOYEE EDUCATION | 2,500 | 2,500 | 2,500 | 1,414 | 57 | 1,086 | 2,121 | 2,500 |
| TOTAL PERSONNEL | 554,944 | 554,944 | 554,944 | 398,814 | 72 | 156,130 | 598,221 | 603,665 |

OPERATING

| | | | | | | | | |
|--|----------------|----------------|----------------|----------------|-----------|---------------|----------------|----------------|
| 10-5150-51-51010 ADVER/POSTING/PUBLIC HEARIN | 4,500 | 4,500 | 4,500 | 460 | 10 | 4,041 | 689 | 4,500 |
| 10-5150-51-51011 PRE-EMPLOYMENT SCREEN | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 |
| 10-5150-51-51042 CREDIT CARD MERCHANT SVCS | 65,000 | 65,000 | 65,000 | 59,608 | 92 | 5,393 | 89,411 | 65,000 |
| 10-5150-51-51080 CASH SHORT & OVER | 500 | 500 | 500 | 29 | 6 | 471 | 44 | 500 |
| 10-5150-51-51335 INSURANCE-PROPERTY, CA | 3,305 | 3,305 | 3,305 | 2,727 | 83 | 578 | 4,090 | 3,305 |
| 10-5150-51-51338 INSURANCE LIABILITY | 110 | 110 | 110 | 69 | 63 | 41 | 103 | 110 |
| 10-5150-51-51480 MEETING EXPENSES | 500 | 500 | 500 | 93 | 19 | 407 | 139 | 500 |
| 10-5150-51-51485 MISCELLANEOUS | 1,250 | 1,250 | 1,250 | 718 | 57 | 532 | 1,077 | 1,250 |
| 10-5150-51-51602 PENALTIES & INTEREST | 600 | 600 | 600 | 0 | 0 | 600 | 0 | 600 |
| 10-5150-51-51603 PERIODICALS AND PUBLIC | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 |
| 10-5150-51-51625 POSTAGE/DELIVERY | 58,100 | 58,100 | 58,100 | 38,925 | 67 | 19,175 | 58,387 | 60,000 |
| 10-5150-51-51635 PROFESSIONAL & MEMBERS | 240 | 240 | 240 | 0 | 0 | 240 | 0 | 240 |
| 10-5150-51-51746 SUPPLIES-OFFICE | 3,000 | 3,000 | 3,000 | 3,311 | 110 | -311 | 4,966 | 3,500 |
| 10-5150-51-51780 TRAVEL | 5,000 | 5,000 | 5,000 | 4,416 | 88 | 584 | 6,623 | 5,000 |
| 10-5150-51-52110 OFFICE EQUIPMENT LEASE | 3,475 | 3,475 | 3,475 | 2,573 | 74 | 902 | 3,860 | 3,475 |
| 10-5150-51-52340 VEHICLE FUEL & OIL | 3,185 | 3,185 | 3,185 | 1,843 | 58 | 1,342 | 2,765 | 3,185 |
| TOTAL OPERATING | 148,965 | 148,965 | 148,965 | 114,770 | 77 | 34,195 | 172,155 | 151,365 |

REPAIRS & MAINTENANCE

| | | | | | | | | |
|--|--------------|--------------|--------------|--------------|------------|-------------|--------------|--------------|
| 10-5150-52-52000 OFFICE EQUIPMENT REPAI | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5150-52-52320 VEHICLE REPAIRS & MAINT | 2,000 | 2,000 | 2,000 | 2,630 | 131 | -630 | 3,944 | 2,700 |
| TOTAL REPAIRS & MAINTENANCE | 2,000 | 2,000 | 2,000 | 2,630 | 131 | -630 | 3,944 | 2,700 |

CONTRACTED SERVICES

| | | | | | | | | |
|---|---------------|---------------|---------------|---------------|-----------|--------------|---------------|---------------|
| 10-5150-54-51000 ACCOUNTING & AUDITING | 45,000 | 45,000 | 45,000 | 37,696 | 84 | 7,305 | 56,543 | 45,000 |
| 10-5150-54-5xxxx PAYROLL SERVICE | 0 | 0 | 0 | | | | | 10,000 |
| 10-5150-54-51440 LEGAL FEES | 1,200 | 1,200 | 1,200 | 1,050 | 88 | 150 | 1,575 | 1,200 |
| 10-5150-54-51590 DOCUMENT STORAGE | 1,300 | 1,300 | 1,300 | 1,665 | 128 | -365 | 2,497 | 1,700 |
| TOTAL CONTRACTED SERVICES | 47,500 | 47,500 | 47,500 | 40,410 | 85 | 7,090 | 60,615 | 57,900 |

| | | | | | | | | |
|-----------------------------------|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|
| TOTAL FINANCE EXPENDITURES | 753,409 | 753,409 | 753,409 | 556,624 | 74 | 196,785 | 834,936 | 815,631 |
|-----------------------------------|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|

| STREET EXPENDITURES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| PERSONNEL | | | | | | | | |
| 10-5225-50-50010 SALARIES | 222,211 | 222,211 | 222,211 | 188,531 | 85 | 33,679 | 282,797 | 370,857 |
| 10-5225-50-50011 COVID 19 SALARIES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5225-50-50050 OVERTIME | 6,666 | 6,666 | 6,666 | 6,134 | 92 | 532 | 9,201 | 11,126 |
| 10-5225-50-50051 COVID 19 OVERTIME | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5225-50-50075 LONGEVITY | 2,200 | 2,200 | 2,200 | 2,300 | 105 | -100 | 3,450 | 2,800 |
| 10-5225-50-50200 EMPLOYER PAID TAXES | 17,677 | 17,677 | 17,677 | 14,981 | 85 | 2,696 | 22,472 | 29,436 |
| 10-5225-50-50255 WORKERS' COMPENSATION | 9,830 | 9,830 | 9,830 | 11,781 | 120 | -1,951 | 17,671 | 14,000 |
| 10-5225-50-50325 HEALTH INSURANCE | 44,618 | 44,618 | 44,618 | 32,116 | 72 | 12,502 | 48,174 | 60,402 |
| 10-5225-50-50335 HEALTH ASSISTANCE | 258 | 258 | 258 | 250 | 97 | 9 | 375 | 258 |
| 10-5225-50-50410 EMPLOYER RETIREMENT CO | 20,525 | 20,525 | 20,525 | 16,878 | 82 | 3,647 | 25,317 | 32,553 |
| 10-5225-50-50520 EMPLOYEE EDUCATION | 2,000 | 2,000 | 2,000 | 624 | 31 | 1,376 | 936 | 800 |
| 10-5225-50-50700 REIMB UNEMPLOYMENT | 9,069 | 9,069 | 9,069 | 0 | 0 | 9,069 | 0 | 9,069 |
| TOTAL PERSONNEL | 335,054 | 335,054 | 335,055 | 273,595 | 82 | 61,460 | 410,392 | 531,300 |
| OPERATING | | | | | | | | |
| 10-5225-51-51011 PRE-EMPLOYMENT SCREENING | 200 | 200 | 200 | 0 | 0 | 200 | 0 | 200 |
| 10-5225-51-51335 INSURANCE-PROPERTY, CA | 1,820 | 1,820 | 1,820 | 1,997 | 110 | -177 | 2,996 | 1,820 |
| 10-5225-51-51338 INSURANCE LIABILITY | 2,290 | 2,290 | 2,290 | 1,584 | 69 | 706 | 2,376 | 2,290 |
| 10-5225-51-51610 LICENSES | 250 | 250 | 250 | 125 | 50 | 125 | 188 | 250 |
| 10-5225-51-51620 PHYSICALS/DRUG TESTING | 200 | 200 | 200 | 0 | 0 | 200 | 0 | 200 |
| 10-5225-51-51640 DUES & SUBSCRIPTIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5225-51-51740 SUPPLIES CHEMICALS & MAT'LS | 45,000 | 45,000 | 45,000 | 23,214 | 52 | 21,786 | 34,820 | 45,000 |
| 10-5225-51-51746 SUPPLIES-OFFICE | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 |
| 10-5225-51-51780 TRAVEL | 200 | 200 | 200 | 0 | 0 | 200 | 0 | 100 |
| 10-5225-51-51800 UNIFORMS & ACCESSORIES | 3,135 | 3,135 | 3,135 | 1,584 | 51 | 1,551 | 2,376 | 3,135 |
| 10-5225-51-51813 UTILITIES-ELECTRIC BLU | 68,000 | 68,000 | 68,000 | 58,574 | 86 | 9,426 | 87,861 | 81,500 |
| 10-5225-51-51815 UTILITIES-ELECTRIC TX | 10,000 | 10,000 | 10,000 | 8,211 | 82 | 1,789 | 12,316 | 12,500 |
| 10-5225-51-52340 FUEL & OIL | 20,000 | 20,000 | 20,000 | 17,168 | 86 | 2,832 | 25,751 | 24,000 |
| 10-5225-51-52440 EQUIPMENT RENTAL | 5,000 | 5,000 | 5,000 | 0 | 0 | 5,000 | 0 | 5,000 |
| 10-5225-51-54020 STREET SIGNS | 7,000 | 7,000 | 7,000 | 5,794 | 83 | 1,206 | 8,691 | 7,000 |
| TOTAL OPERATING | 163,595 | 163,595 | 163,595 | 118,250 | 72 | 45,345 | 177,376 | 183,495 |
| REPAIRS & MAINTENANCE | | | | | | | | |
| 10-5225-52-52010 BUILDING REPAIRS & MAI | 3,400 | 3,400 | 3,400 | 418 | 12 | 2,982 | 628 | 5,000 |
| 10-5225-52-52320 VEH REPAIRS & MAINTENA | 5,000 | 5,000 | 5,000 | 8,628 | 173 | -3,628 | 12,942 | 10,000 |
| 10-5225-52-52430 MACHINERY EQUIP-REPAIR | 10,000 | 10,000 | 10,000 | 4,667 | 47 | 5,333 | 7,001 | 10,000 |
| 10-5225-52-54010 STREET REPAIRS & MAINT | 150,000 | 150,000 | 150,000 | 28,341 | 19 | 121,659 | 42,512 | 150,000 |
| TOTAL REPAIRS & MAINTENANCE | 168,400 | 168,400 | 168,400 | 42,055 | 25 | 126,345 | 63,082 | 175,000 |

CONTRACTED SERVICES

| | | | | | | | | |
|--|------------------|------------------|------------------|------------------|-----------|----------------|------------------|------------------|
| 10-5225-54-51165 ENGINEERING/PLANNING S | 22,000 | 22,000 | 22,000 | 18,520 | 84 | 3,480 | 27,780 | 56,350 |
| 10-5225-54-51166 STREET CONTRACTED REPAIRS | 420,000 | 420,000 | 420,000 | 78,013 | 19 | 341,987 | 117,019 | 516,900 |
| 10-5225-54-54100 TRASH COLLECTION FEES | 1,020,000 | 1,020,000 | 1,020,000 | 969,384 | 95 | 50,616 | 1,454,076 | 1,350,000 |
| TOTAL CONTRACTED SERVICES | 1,462,000 | 1,462,000 | 1,462,000 | 1,065,917 | 73 | 396,083 | 1,598,875 | 1,923,250 |

DEBT PAYMENTS

| | | | | | | | | |
|---|---------------|---------------|---------------|---------------|------------|-----------|---------------|---------------|
| 10-5225-55-52310 VEHICLE LEASE EXPENSE | 6,609 | 6,609 | 6,609 | 6,609 | 100 | 0 | 9,913 | 6,609 |
| 10-5225-55-52410 MACHINERY EQUIPMENT LE | 29,750 | 29,750 | 29,750 | 29,740 | 100 | 10 | 44,610 | 29,750 |
| TOTAL DEBT PAYMENTS | 36,359 | 36,359 | 36,359 | 36,349 | 100 | 10 | 54,523 | 36,359 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | |
|---|---------------|---------------|---------------|--------------|-----------|--------------|--------------|---------------|
| 10-5225-57-52400 MACHINERY EQUIPMENT-PU | 5,000 | 5,000 | 5,000 | 0 | 0 | 5,000 | 0 | 5,000 |
| 10-5225-57-52450 TOOLS | 5,000 | 5,000 | 5,000 | 1,400 | 28 | 3,600 | 2,100 | 5,000 |
| TOTAL CAPITAL OUTLAY < \$5K | 10,000 | 10,000 | 10,000 | 1,400 | 14 | 8,600 | 2,100 | 10,000 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | |
|---|----------------|----------------|----------------|----------|----------|----------------|----------|---------------|
| 10-5225-58-52400 MACHINERY EQUIPMENT-PU | 240,810 | 240,810 | 240,810 | 0 | 0 | 240,810 | 0 | 50,000 |
| TOTAL CAPITAL OUTLAY > \$5K | 240,810 | 240,810 | 240,810 | 0 | 0 | 240,810 | 0 | 50,000 |

| | | | | | | | | |
|----------------------------------|------------------|------------------|------------------|------------------|-----------|----------------|------------------|------------------|
| TOTAL STREET EXPENDITURES | 2,416,218 | 2,416,218 | 2,416,219 | 1,537,565 | 64 | 878,654 | 2,306,348 | 2,909,404 |
|----------------------------------|------------------|------------------|------------------|------------------|-----------|----------------|------------------|------------------|

| DEVELOPMENT SERVICES EXPENDITURES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|------------------------------|------------------------------------|------------------------------------|--|------------------------|---------------------------|-------------------------------|-------------------------------------|
|--|------------------------------|------------------------------------|------------------------------------|--|------------------------|---------------------------|-------------------------------|-------------------------------------|

PERSONNEL

| | | | | | | | | |
|---|----------------|----------------|----------------|----------------|-----------|---------------|----------------|----------------|
| 10-5300-50-50010 SALARIES | 293,952 | 293,952 | 293,952 | 257,042 | 87 | 36,910 | 385,563 | 424,746 |
| 10-5300-50-50011 COVID 19 SALARIES | 0 | 0 | 0 | | 0 | 0 | 0 | 0 |
| 10-5300-50-50050 OVERTIME | 1,845 | 1,845 | 1,845 | 499 | 27 | 1,346 | 749 | 1,845 |
| 10-5300-50-50075 LONGEVITY | 3,100 | 3,100 | 3,100 | 3,100 | 100 | 0 | 4,650 | 3,600 |
| 10-5300-50-50200 EMPLOYER PAID TAXES | 25,070 | 25,070 | 25,070 | 19,234 | 77 | 5,836 | 28,852 | 32,924 |
| 10-5300-50-50255 WORKERS' COMPENSATION | 720 | 720 | 720 | 579 | 80 | 141 | 868 | 720 |
| 10-5300-50-50325 HEALTH INSURANCE | 37,182 | 37,182 | 37,182 | 26,656 | 72 | 10,526 | 39,983 | 45,301 |
| 10-5300-50-50335 HEALTH ASSISTANCE | 258 | 258 | 258 | 250 | 97 | 8 | 375 | 258 |
| 10-5300-50-50410 EMPLOYER RETIREMENT CO | 26,362 | 26,362 | 26,362 | 22,246 | 84 | 4,116 | 33,368 | 36,410 |
| 10-5300-50-50520 EMPLOYEE EDUCATION | 4,600 | 4,600 | 4,600 | 868 | 19 | 3,732 | 1,302 | 4,600 |
| 10-5300-50-50700 REIMB UNEMPLOYMENT | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 |
| TOTAL PERSONNEL | 393,589 | 393,589 | 393,589 | 330,473 | 84 | 63,116 | 495,710 | 550,904 |

OPERATING

| | | | | | | | | |
|---|---------------|---------------|---------------|---------------|-----------|---------------|---------------|----------------|
| 10-5300-51-51011 PRE-EMPLOYMENT SCREENING | 20 | 20 | 20 | 0 | 0 | 20 | 0 | 20 |
| 10-5300-51-51042 CREDIT CARD MERCHANT | 32,100 | 32,100 | 32,100 | 29,560 | 92 | 2,540 | 44,340 | 32,100 |
| 10-5300-51-51330 BLDG INSPECTION FEES | 7,000 | 7,000 | 7,000 | 0 | 0 | 7,000 | 0 | 15,000 |
| 10-5300-51-51331 SUB DIV & INSP. FEES | 10,000 | 10,000 | 10,000 | 0 | 0 | 10,000 | 0 | 10,000 |
| 10-5300-51-51332 OVERPAYMENT/REFUNDS | 10,500 | 10,500 | 10,500 | 5,632 | 54 | 4,868 | 8,448 | 10,500 |
| 10-5300-51-51335 INSURANCE-PROPERTY, CA | 210 | 210 | 210 | 179 | 85 | 31 | 269 | 210 |
| 10-5300-51-51338 INSURANCE LIABILITY | 930 | 930 | 930 | 574 | 62 | 356 | 861 | 930 |
| 10-5300-51-51485 MISCELLANEOUS | 1,250 | 1,250 | 1,250 | 20 | 2 | 1,230 | 30 | 1,250 |
| 10-5300-51-51603 POSTING & NOTIFICATION | 4,516 | 4,516 | 4,516 | 3,075 | 68 | 1,441 | 4,613 | 4,516 |
| 10-5300-51-51610 PERMITS & LICENSES | 120 | 120 | 120 | 0 | 0 | 120 | 0 | 120 |
| 10-5300-51-51611 TRAVIS CO RECORDATION FEES | 2,500 | 2,500 | 2,500 | 0 | 0 | 2,500 | 0 | 2,500 |
| 10-5300-51-51625 POSTAGE/DELIVERY | 1,475 | 1,475 | 1,475 | 700 | 47 | 775 | 1,050 | 1,475 |
| 10-5300-51-51635 PROF/MEMBERSHIP DUES | 2,000 | 2,000 | 2,000 | 809 | 40 | 1,191 | 1,214 | 2,000 |
| 10-5300-51-51746 SUPPLIES-OFFICE | 2,500 | 2,500 | 2,500 | 3,090 | 124 | -590 | 4,635 | 3,000 |
| 10-5300-51-51780 TRAVEL | 7,000 | 7,000 | 7,000 | 2,694 | 38 | 4,306 | 4,041 | 7,000 |
| 10-5300-51-51800 UNIFORMS & ACCESSORIES | 2,000 | 2,000 | 2,000 | 0 | 0 | 2,000 | 0 | 2,000 |
| 10-5300-51-52110 OFFICE EQUIP LEASES | 2,500 | 2,500 | 2,500 | 1,613 | 65 | 887 | 2,420 | 2,500 |
| 10-5300-51-52340 VEHICLE FUEL & OIL | 5,000 | 5,000 | 5,000 | 2,765 | 55 | 2,235 | 4,148 | 5,000 |
| TOTAL OPERATING | 91,621 | 91,621 | 91,621 | 50,712 | 55 | 40,909 | 31,728 | 100,121 |

REPAIRS & MAINTENANCE

| | | | | | | | | |
|---|--------------|--------------|--------------|--------------|------------|---------------|--------------|--------------|
| 10-5300-52-52320 VEHICLE REPAIRS & MAIN | 3,000 | 3,000 | 3,000 | 4,471 | 149 | -1,471 | 6,707 | 4,400 |
| TOTAL REPAIRS & MAINTENANCE | 3,000 | 3,000 | 3,000 | 4,471 | 149 | -1,471 | 6,707 | 4,400 |

CONTRACTED SERVICES

| | | | | | | | | |
|---|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|
| 10-5300-54-51165 ENG/PLANNING SERVICES | 150,000 | 150,000 | 150,000 | 216,755 | 145 | -66,755 | 325,132 | 200,000 |
| 10-5300-54-51440 LEGAL FEES | 50,000 | 50,000 | 50,000 | 36,847 | 74 | 13,153 | 55,270 | 50,000 |
| 10-5300-54-51450 COMPREHENSIVE PLANNING SVC | 319,168 | 319,168 | 319,168 | 19,968 | 0 | 0 | 0 | 20,000 |
| 10-5300-54-51590 DOCUMENT STORAGE | 0 | 0 | 0 | 65 | 0 | -65 | 98 | 0 |
| TOTAL CONTRACTED SERVICES | 519,168 | 519,168 | 519,168 | 273,635 | 53 | 245,533 | 380,500 | 270,000 |

DEBT PAYMENTS

| | | | | | | | | |
|--|----------|----------|----------|----------|----------|----------|----------|----------|
| 10-5300-55-52310 VEHICLE LEASE EXPENSE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL DEBT PAYMENTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | | | | | | | | |
|--|------------------|------------------|------------------|----------------|------------|----------------|----------------|----------------|
| TOTAL DEVELOPMENT SERVICES EXPENDITURES | 1,007,378 | 1,007,378 | 1,007,378 | 659,292 | 341 | 348,086 | 914,645 | 925,425 |
|--|------------------|------------------|------------------|----------------|------------|----------------|----------------|----------------|

| PARKS EXPENDITURES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|---------------------------|------------------------------|------------------------------------|------------------------------------|--|------------------------|---------------------------|-------------------------------|-------------------------------------|
|---------------------------|------------------------------|------------------------------------|------------------------------------|--|------------------------|---------------------------|-------------------------------|-------------------------------------|

PERSONNEL

| | | | | | | | | |
|---|---------|---------|---------|---------|-----|---------|---------|---------|
| 10-5400-50-50010 SALARIES | 291,443 | 291,443 | 291,443 | 175,203 | 60 | 116,240 | 262,805 | 291,443 |
| 10-5400-50-50011 COVID 19 SALARIES | 1,000 | 1,000 | 1,000 | 0 | 0 | 1,000 | 0 | 0 |
| 10-5400-50-50050 OVERTIME | 8,744 | 8,744 | 8,744 | 2,770 | 32 | 5,974 | 4,155 | 6,000 |
| 10-5400-50-50075 LONGEVITY | 4,100 | 4,100 | 4,100 | 3,600 | 88 | 500 | 5,400 | 4,200 |
| 10-5400-50-50200 EMPLOYER PAID TAXES | 23,279 | 23,279 | 23,279 | 13,398 | 58 | 9,881 | 20,097 | 23,286 |
| 10-5400-50-50255 WORKERS' COMPENSATION | 9,900 | 9,900 | 9,900 | 6,310 | 64 | 3,590 | 9,465 | 9,900 |
| 10-5400-50-50325 HEALTH INSURANCE | 52,054 | 52,054 | 52,054 | 27,830 | 53 | 24,224 | 41,746 | 52,851 |
| 10-5400-50-50335 HEALTH ASSISTANCE | 221 | 221 | 221 | 250 | 113 | -29 | 375 | 221 |
| 10-5400-50-50410 EMPLOYER RETIREMENT CO | 27,030 | 27,030 | 27,030 | 15,229 | 56 | 11,801 | 22,843 | 25,751 |
| 10-5400-50-50520 EMPLOYEE EDUCATION | 1,000 | 1,000 | 1,000 | 297 | 30 | 703 | 445 | 500 |

| | | | | | | | | |
|---|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|
| 10-5400-50-50700 REIMB UNEMPLOYMENT | 3,000 | 3,000 | 3,000 | 0 | 0 | 3,000 | 0 | 3,000 |
| TOTAL PERSONNEL | 421,771 | 421,771 | 421,771 | 244,887 | 58 | 176,884 | 367,331 | 417,152 |
| OPERATING | | | | | | | | |
| 10-5400-51-51011 PRE-EMPLOYMENT SCREENING | 250 | 250 | 250 | 126 | 50 | 124 | 189 | 250 |
| 10-5400-51-51485 MISCELLANEOUS | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 |
| 10-5400-51-51610 LICENSES | 0 | 0 | 0 | 50 | 0 | -50 | 75 | 100 |
| 10-5400-51-51620 PHYSICALS/DRUG TESTING | 200 | 200 | 200 | 0 | 0 | 200 | 0 | 200 |
| 10-5400-51-51640 DUES & SUBSCRIPTIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5400-51-51740 SUPPLIES | 10,000 | 10,000 | 10,000 | 9,901 | 99 | 99 | 14,852 | 15,000 |
| 10-5400-51-51780 TRAVEL | 200 | 200 | 200 | 0 | 0 | 200 | 0 | 100 |
| 10-5400-51-51800 UNIFORMS & ACCESSORIES | 2,600 | 2,600 | 2,600 | 2,118 | 81 | 482 | 3,176 | 2,600 |
| 10-5400-51-51813 UTILITIES-ELECTRIC BLU | 1,200 | 1,200 | 1,200 | 1,737 | 145 | -537 | 2,606 | 1,200 |
| 10-5400-51-52340 FUEL & OIL | 3,000 | 3,000 | 3,000 | 1,330 | 44 | 1,670 | 1,995 | 3,000 |
| 10-5400-51-52440 EQUIPMENT RENTAL | 2,700 | 2,700 | 2,700 | 0 | 0 | 2,700 | 0 | 2,700 |
| 10-5400-51-54020 PARKS SIGNS | 600 | 600 | 600 | 517 | 86 | 83 | 776 | 600 |
| TOTAL OPERATING | 20,850 | 20,850 | 20,850 | 15,779 | 76 | 5,071 | 23,480 | 25,850 |
| REPAIRS & MAINTENANCE | | | | | | | | |
| 10-5400-52-52010 BUILDING REPAIRS & MAI | 2,500 | 2,500 | 2,500 | 157 | 6 | 2,343 | 235 | 5,000 |
| 10-5400-52-52320 VEH REPAIRS & MAINTENA | 3,000 | 3,000 | 3,000 | 5,911 | 197 | -2,911 | 8,867 | 7,000 |
| 10-5400-52-52430 MACHINERY EQUIP-REPAIR | 7,000 | 7,000 | 7,000 | 5,605 | 80 | 1,395 | 8,408 | 8,000 |
| 10-5400-52-54015 PARK REPAIRS /MAINTENAN | 140,000 | 140,000 | 140,000 | 11,551 | 8 | 128,449 | 17,326 | 140,000 |
| 10-5400-52-54016 CEMETARY REPAIRS/MAINTENAN | 5,000 | 5,000 | 5,000 | 0 | 0 | 5,000 | 0 | 23,000 |
| TOTAL REPAIRS & MAINTENANCE | 157,500 | 157,500 | 157,500 | 23,224 | 15 | 134,276 | 34,835 | 183,000 |

CONTRACTED SERVICES

| | | | | | | | | |
|---|----------|----------|----------|--------------|----------|---------------|--------------|--------------|
| 10-5400-54-51165 ENGINEERING/PLANNING S | 0 | 0 | 0 | 488 | 0 | -488 | 731 | 500 |
| 10-5400-54-51440 LEGAL FEES | 0 | 0 | 0 | 585 | 0 | -585 | 878 | 1,000 |
| 10-5400-54-54100 TRASH COLLECTION FEES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CONTRACTED SERVICES | 0 | 0 | 0 | 1,073 | 0 | -1,073 | 1,609 | 1,500 |

DEBT PAYMENTS

| | | | | | | | | |
|---|---------------|---------------|---------------|---------------|------------|----------|---------------|---------------|
| 10-5400-55-52310 VEHICLE LEASE EXPENSE | 15,000 | 15,000 | 15,000 | 15,000 | 100 | 0 | 22,500 | 15,000 |
| 10-5400-55-52410 MACHINERY EQUIPMENT LE | 9,518 | 9,518 | 9,518 | 9,517 | 100 | 1 | 14,276 | 9,518 |
| TOTAL DEBT PAYMENTS | 24,518 | 24,518 | 24,518 | 24,517 | 100 | 1 | 36,776 | 24,518 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | |
|---|--------------|--------------|--------------|-----------|----------|--------------|-----------|---------------|
| 10-5400-57-52400 MACHINERY EQUIPMENT-PU | 5,000 | 5,000 | 5,000 | 0 | 0 | 5,000 | 0 | 10,000 |
| 10-5400-57-52450 TOOLS | 750 | 750 | 750 | 20 | 3 | 730 | 30 | 750 |
| TOTAL CAPITAL OUTLAY < \$5K | 5,750 | 5,750 | 5,750 | 20 | 0 | 5,730 | 30 | 10,750 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | |
|---|---------------|---------------|---------------|----------|----------|---------------|----------|---------------|
| 10-5400-58-52400 MACHINERY EQUIPMENT-PU | 46,600 | 46,600 | 46,600 | 0 | 0 | 46,600 | 0 | 67,000 |
| TOTAL CAPITAL OUTLAY > \$5K | 46,600 | 46,600 | 46,600 | 0 | 0 | 46,600 | 0 | 67,000 |

| | | | | | | | | |
|---------------------------------|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|
| TOTAL PARKS EXPENDITURES | 676,987 | 676,988 | 676,989 | 309,500 | 46 | 367,489 | 464,060 | 729,770 |
|---------------------------------|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|

| MUNICIPAL COURT EXPENDITURES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|-------------------------------------|--------------------------|--------------------------------|--------------------------------|--------------------------------------|--------------------|-----------------------|---------------------------|---------------------------------|
|-------------------------------------|--------------------------|--------------------------------|--------------------------------|--------------------------------------|--------------------|-----------------------|---------------------------|---------------------------------|

PERSONNEL

| | | | | | | | | |
|---|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|
| 10-5500-50-50010 SALARIES | 198,166 | 198,166 | 198,166 | 109,035 | 55 | 89,131 | 163,552 | 221,469 |
| 10-5500-50-50011 COVID 19 SALARIES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10-5500-50-50050 OVERTIME | 16,000 | 16,000 | 16,000 | 1,072 | 7 | 14,928 | 1,608 | 16,000 |
| 10-5500-50-50075 LONGEVITY | 1,500 | 1,500 | 1,500 | 1,500 | 100 | 0 | 2,250 | 1,500 |
| 10-5500-50-50150 MUNICIPAL JUDGES SALAR | 42,600 | 42,600 | 42,600 | 11,600 | 27 | 31,000 | 17,400 | 42,600 |
| 10-5500-50-50200 EMPLOYER PAID TAXES | 15,449 | 15,449 | 15,449 | 8,510 | 55 | 6,939 | 12,764 | 17,211 |
| 10-5500-50-50255 WORKERS' COMPENSATION | 480 | 480 | 480 | 314 | 66 | 166 | 472 | 480 |
| 10-5500-50-50325 HEALTH INSURANCE | 29,745 | 29,745 | 29,745 | 14,502 | 49 | 15,243 | 21,753 | 30,201 |
| 10-5500-50-50335 HEALTH ASSITANCE | 258 | 258 | 258 | 250 | 97 | 8 | 375 | 258 |
| 10-5500-50-50410 EMPLOYER RETIREMENT CO | 15,758 | 15,758 | 15,758 | 9,648 | 61 | 6,110 | 14,472 | 16,983 |
| 10-5500-50-50520 EMPLOYEE EDUCATION | 3,000 | 3,000 | 3,000 | 665 | 22 | 2,335 | 998 | 3,000 |
| 10-5500-50-50700 REIMB UNEMPLOYMENT | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 |
| TOTAL PERSONNEL | 323,456 | 323,456 | 323,456 | 157,095 | 49 | 166,361 | 235,643 | 350,202 |

OPERATING

| | | | | | | | | |
|---|---------------|---------------|---------------|---------------|-----------|---------------|---------------|---------------|
| 10-5500-51-51011 PRE-EMPLOYMENT SCREENING | 25 | 25 | 25 | 0 | 0 | 25 | 0 | 25 |
| 10-5500-51-51042 COURT TECHNOLOGY EXPEN | 36,300 | 36,300 | 36,300 | 22,250 | 61 | 14,050 | 33,375 | 36,300 |
| 10-5500-51-51080 CASH SHORT (OVER) | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 |
| 10-5500-51-51485 MISCELLANEOUS | 500 | 500 | 500 | 1,151 | 230 | -651 | 1,727 | 500 |
| 10-5500-51-51603 PERIODICALS & PUBLICAT | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 |
| 10-5500-51-51625 POSTAGE/DELIVERY | 3,600 | 3,600 | 3,600 | 991 | 28 | 2,609 | 1,487 | 3,600 |
| 10-5500-51-51635 PROFESSIONAL & MEMBERS | 320 | 320 | 320 | 262 | 82 | 58 | 393 | 320 |
| 10-5500-51-51746 SUPPLIES-OFFICE | 4,500 | 4,500 | 4,500 | 2,643 | 59 | 1,857 | 3,965 | 4,500 |
| 10-5500-51-51780 TRAVEL | 1,500 | 1,500 | 1,500 | 0 | 0 | 1,500 | 0 | 1,500 |
| 10-5500-51-52100 COURT SECURITY | 1,900 | 1,900 | 1,900 | 0 | 0 | 1,900 | 0 | 1,900 |
| 10-5500-51-52110 OFFICE EQUIPMENT LEASE | 2,400 | 2,400 | 2,400 | 1,955 | 81 | 445 | 2,932 | 2,400 |
| TOTAL OPERATING | 51,245 | 51,245 | 51,245 | 29,252 | 57 | 21,993 | 43,878 | 51,245 |

CONTRACTED SERVICES

| | | | | | | | | |
|-----------------------------------|----------------|----------------|----------------|----------------|-----------|----------------|----------------|----------------|
| 10-5500-54-51440 LEGAL FEES | 37,000 | 37,000 | 37,000 | 22,845 | 62 | 14,155 | 34,268 | 37,000 |
| 10-5500-54-51595 COLLECTION FEES | 32,000 | 32,000 | 32,000 | 31,357 | 98 | 643 | 47,035 | 32,000 |
| 10-5500-54-56010 STATE COURT COST | 222,000 | 222,000 | 222,000 | 87,401 | 39 | 134,599 | 131,101 | 222,000 |
| 10-5500-54-56425 JURY EXPENSE | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 |
| TOTAL CONTRACTED SERVICES | 291,500 | 291,500 | 291,500 | 141,603 | 49 | 149,897 | 212,404 | 291,500 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | |
|---|--------------|--------------|--------------|----------|----------|--------------|----------|--------------|
| 10-5500-57-56105 CAP OUTLAY-COURT SECUR | 1,620 | 1,620 | 1,620 | 0 | 0 | 1,620 | 0 | 1,620 |
| TOTAL CAPITAL OUTLAY < \$5K | 1,620 | 1,620 | 1,620 | 0 | 0 | 1,620 | 0 | 1,620 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | |
|---|---------------|---------------|---------------|----------|----------|---------------|----------|---------------|
| 10-5500-58-56105 CAP OUTLAY-COURT SECUR | 6,000 | 6,000 | 6,000 | 0 | 0 | 6,000 | 0 | 6,000 |
| 10-5500-58-56108 CAP OUTLAY-COURT TECH | 7,307 | 7,307 | 7,307 | 0 | 0 | 7,307 | 0 | 7,307 |
| TOTAL CAPITAL OUTLAY > \$5K | 13,307 | 13,307 | 13,307 | 0 | 0 | 13,307 | 0 | 13,307 |

| | | | | | | | | |
|---------------------------------------|----------------|----------------|----------------|----------------|------------|----------------|----------------|----------------|
| TOTAL MUNICIPAL COURT EXPENSES | 681,128 | 681,128 | 681,128 | 327,950 | 154 | 353,178 | 491,925 | 707,874 |
|---------------------------------------|----------------|----------------|----------------|----------------|------------|----------------|----------------|----------------|

| POLICE EXPENDITURES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| PERSONNEL | | | | | | | | |
| 10-5600-50-50010 SALARIES | 2,185,841 | 2,185,841 | 2,185,841 | 1,708,443 | 78 | 477,398 | 2,562,665 | 2,852,197 |
| 10-5600-50-50011 COVID 19 SALARIES | 20,000 | 20,000 | 20,000 | 3,542 | 18 | 16,458 | 5,313 | |
| 10-5600-50-50050 OVERTIME | 89,617 | 89,617 | 89,617 | 138,718 | 155 | -49,101 | 208,076 | 117,988 |
| 10-5600-50-50051 COVID 19 OVERTIME | 15,000 | 15,000 | 15,000 | 12,987 | 87 | 2,013 | 19,480 | 0 |
| 10-5600-50-50075 LONGEVITY PAY | 28,204 | 28,204 | 28,204 | 24,956 | 88 | 3,248 | 37,434 | 27,364 |
| 10-5600-50-50200 EMPLOYER PAID TAXES | 175,291 | 175,291 | 175,291 | 138,363 | 79 | 36,929 | 207,544 | 228,604 |
| 10-5600-50-50255 WORKERS' COMPENSATION | 38,202 | 38,202 | 38,202 | 41,409 | 108 | -3,207 | 62,113 | 45,000 |
| 10-5600-50-50325 HEALTH INSURANCE | 275,145 | 275,145 | 275,145 | 176,751 | 64 | 98,394 | 265,126 | 332,209 |
| 10-5600-50-50335 HEALTH ASSISTANCE | 258 | 258 | 258 | 250 | 97 | 8 | 375 | 258 |
| 10-5600-50-50410 EMPLOYER RETIREMENT CO | 204,376 | 204,376 | 204,376 | 161,931 | 79 | 42,445 | 242,897 | 253,593 |
| 10-5600-50-50520 EMPLOYEE EDUCATION | 35,000 | 35,000 | 35,000 | 20,035 | 57 | 14,965 | 30,052 | 4,000 |
| 10-5600-50-50700 REIMB UNEMPLOYMENT | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 |
| TOTAL PERSONNEL | 3,067,434 | 3,067,434 | 3,067,434 | 2,427,384 | 79 | 640,050 | 3,641,075 | 3,861,713 |
| OPERATING | | | | | | | | |
| 10-5600-51-51010 ADVER/POSTING NOTIFICATIONS | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 |
| 10-5600-51-51335 INSURANCE-PROPERTY, CA | 1,940 | 1,940 | 1,940 | 907 | 47 | 1,033 | 1,360 | 1,940 |
| 10-5600-51-51338 INSURANCE LIABILITY | 35,000 | 35,000 | 35,000 | 45,319 | 129 | -10,319 | 67,978 | 35,000 |
| 10-5600-51-51485 MISCELLANEOUS | 6,500 | 6,500 | 6,500 | 5,252 | 81 | 1,248 | 7,878 | 7,500 |
| 10-5600-51-51603 PERIODICALS & PUBLICAT | 250 | 250 | 250 | 212 | 85 | 38 | 318 | 500 |
| 10-5600-51-51610 LICENSING | 500 | 500 | 500 | 245 | 49 | 255 | 368 | 500 |
| 10-5600-51-51620 PHYSICALS/DRUG TESTING | 1,500 | 1,500 | 1,500 | 885 | 59 | 615 | 1,327 | 2,000 |
| 10-5600-51-51625 POSTAGE/DELIVERY | 2,000 | 2,000 | 2,000 | 797 | 40 | 1,203 | 1,196 | 4,000 |
| 10-5600-51-51635 PROFESSIONAL & MEMBERS | 4,400 | 4,400 | 4,400 | 545 | 12 | 3,855 | 818 | 5,500 |
| 10-5600-51-51746 SUPPLIES-OFFICE | 10,000 | 10,000 | 10,000 | 8,995 | 90 | 1,005 | 13,492 | 13,000 |
| 10-5600-51-51748 SUPPLIES-POLICE SPECIA | 20,000 | 20,000 | 20,000 | 9,912 | 50 | 10,088 | 14,869 | 20,000 |
| 10-5600-51-51780 TRAVEL | 10,000 | 10,000 | 10,000 | 8,797 | 88 | 1,203 | 13,195 | 15,000 |
| 10-5600-51-51798 CRIME LAB | 7,500 | 7,500 | 7,500 | 768 | 10 | 6,732 | 1,152 | 7,500 |
| 10-5600-51-51799 CID SPECIALTY EQUIPMENT | 8,500 | 8,500 | 8,500 | 8,004 | 94 | 496 | 12,007 | 22,000 |
| 10-5600-51-51800 UNIFORMS & ACCESSORIES | 42,133 | 42,133 | 42,133 | 26,862 | 64 | 15,271 | 40,293 | 42,133 |
| 10-5600-51-51801 SAFETY & ACCESSORIES | 3,000 | 3,000 | 3,000 | 789 | 26 | 2,211 | 1,184 | 3,000 |
| 10-5600-51-51802 AMMO/RANGE | 25,000 | 25,000 | 25,000 | 2,367 | 9 | 22,633 | 3,550 | 25,000 |
| 10-5600-51-51803 HONOR GUARD | 4,000 | 4,000 | 4,000 | 1,117 | 28 | 2,883 | 1,676 | 4,000 |
| 10-5600-51-51804 CITIZEN POLICE ACADEMY | 7,500 | 7,500 | 7,500 | 1,107 | 15 | 6,393 | 1,661 | 7,500 |
| 10-5600-51-51805 POLICE BANQUET | 3,371 | 3,371 | 3,371 | 3,433 | 102 | -62 | 5,149 | 3,371 |
| 10-5600-51-51806 TRAFFIC SPECIALTY EQUP | 10,000 | 10,000 | 10,000 | 8,031 | 80 | 1,969 | 12,046 | 10,000 |
| 10-5600-51-51813 UTILITIES-ELECTRIC BLU | 12,000 | 12,000 | 12,000 | 6,095 | 51 | 5,905 | 9,142 | 12,000 |
| 10-5600-51-52110 OFFICE EQUIPMENT LEASE | 14,000 | 14,000 | 14,000 | 11,772 | 84 | 2,228 | 17,658 | 14,000 |
| 10-5600-51-52340 FUEL & OIL | 80,000 | 80,000 | 80,000 | 57,961 | 72 | 22,039 | 86,942 | 80,000 |
| 10-5600-51-57400 WRECKER SERVICE | 500 | 500 | 500 | 565 | 113 | -65 | 848 | 500 |
| TOTAL OPERATING | 310,094 | 310,094 | 310,094 | 210,735 | 68 | 99,359 | 316,103 | 336,444 |

REPAIRS & MAINTENANCE

| | | | | | | | | |
|---|---------------|---------------|---------------|---------------|-----------|---------------|---------------|---------------|
| 10-5600-52-52010 BUILDING REPAIRS & MAI | 17,500 | 17,500 | 17,500 | 5,382 | 31 | 12,118 | 8,073 | 17,500 |
| 10-5600-52-52012 CLEANING & MAINTENANCE | 4,000 | 4,000 | 4,000 | 2,336 | 58 | 1,664 | 3,504 | 4,000 |
| 10-5600-52-52320 VEHICLE REPAIRS & MAIN | 60,000 | 60,000 | 60,000 | 40,264 | 67 | 19,736 | 60,396 | 60,000 |
| 10-5600-52-52321 VEHICLE DAMAGE | 15,000 | 15,000 | 15,000 | 4,916 | 33 | 10,084 | 7,374 | 15,000 |
| TOTAL REPAIRS & MAINTENANCE | 96,500 | 96,500 | 96,500 | 52,898 | 55 | 43,602 | 79,346 | 96,500 |

CONTRACTED SERVICES

| | | | | | | | | |
|--|----------------|----------------|----------------|----------------|-----------|---------------|----------------|----------------|
| 10-5600-54-51440 LEGAL FEES | 2,500 | 2,500 | 2,500 | 9,270 | 371 | -6,770 | 13,905 | 5,000 |
| 10-5600-54-51502 CONSULTING SERVICES | 1,000 | 1,000 | 1,000 | 0 | 0 | 1,000 | 0 | 1,000 |
| 10-5600-54-51590 DESTRUCTION SERVICES | 1,000 | 1,000 | 1,000 | 250 | 25 | 750 | 375 | 1,000 |
| 10-5600-54-57001 RRS EMERGENCY RADIO SYS | 29,000 | 29,000 | 29,000 | 11,494 | 40 | 17,506 | 17,241 | 29,000 |
| 10-5600-54-57350 EMERGENCY DISPATCH SER | 234,963 | 234,963 | 234,963 | 234,963 | 100 | 0 | 352,445 | 270,207 |
| TOTAL CONTRACTED SERVICES | 268,463 | 268,463 | 268,463 | 255,977 | 95 | 12,486 | 383,965 | 306,207 |

DEBT PAYMENTS

| | | | | | | | | |
|--|----------------|----------------|----------------|----------------|-----------|---------------|----------------|----------------|
| 10-5600-55-52310 VEHICLE LEASE EXPENSE | 373,500 | 373,500 | 373,500 | 335,984 | 90 | 37,516 | 503,977 | 453,500 |
| TOTAL DEBT PAYMENTS | 373,500 | 373,500 | 373,500 | 335,984 | 90 | 37,516 | 503,977 | 453,500 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | |
|---|--------------|--------------|--------------|------------|----------|--------------|------------|--------------|
| 10-5600-57-57100 ANIMAL CONTROL EQUIPME | 5,000 | 5,000 | 5,000 | 484 | 10 | 4,516 | 726 | 5,200 |
| 10-5600-57-57101 OFFICE EQUIP PURCHASE | 1,000 | 1,000 | 1,000 | 25 | 2 | 975 | 37 | 1,000 |
| TOTAL CAPITAL OUTLAY < \$5K | 6,000 | 6,000 | 6,000 | 509 | 8 | 5,491 | 764 | 6,200 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | |
|--|---------------|---------------|---------------|---------------|-----------|---------------|---------------|----------------|
| 10-5600-58-52101 PD CONSTRUCTION SITE | 1,000 | 1,000 | 1,000 | 0 | 0 | 1,000 | 0 | 50,000 |
| 10-5600-58-52330 POLICE SPECIALTY EQUIP | 20,000 | 20,000 | 20,000 | 19,907 | 100 | 93 | 29,860 | 30,000 |
| 10-5600-58-57300 POLICE COMMUNICATION E | 36,000 | 36,000 | 36,000 | 1,495 | 4 | 34,505 | 2,243 | 36,000 |
| 10-5600-58-58000 GRANT EXPENDITURES | 9,470 | 9,470 | 9,470 | 25,925 | 274 | -16,455 | 38,887 | 9,470 |
| 10-5600-58-58001 OVC GRANT 2018-V3-GX-0024 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL OUTLAY > \$5K | 66,470 | 66,470 | 66,470 | 47,326 | 71 | 19,144 | 70,990 | 125,470 |

| | | | | | | | | |
|----------------------------------|------------------|------------------|------------------|------------------|-----------|----------------|------------------|------------------|
| TOTAL POLICE EXPENDITURES | 4,188,461 | 4,188,461 | 4,188,461 | 3,330,814 | 80 | 857,647 | 4,996,220 | 5,186,034 |
|----------------------------------|------------------|------------------|------------------|------------------|-----------|----------------|------------------|------------------|

| IT EXPENDITURES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|------------------------------|------------------------------------|------------------------------------|--|------------------------|---------------------------|-------------------------------|-------------------------------------|
| PERSONNEL | | | | | | | | |
| 10-5700-50-50010 SALARIES | 101,900 | 101,900 | 101,900 | 87,241 | 86 | 14,659 | 130,861 | 227,334 |
| 10-5700-50-50050 OVERTIME | 2,000 | 2,000 | 2,000 | 1,021 | 51 | 979 | 1,531 | 2,000 |
| 10-5700-50-50075 LONGEVITY PAY | 700 | 700 | 700 | 700 | 100 | 0 | 1,050 | 900 |
| 10-5700-50-50200 EMPLOYER PAID TAXES | 7,929 | 7,929 | 7,929 | 6,602 | 83 | 1,327 | 9,903 | 8,732 |
| 10-5700-50-50255 WORKERS' COMPENSATION | 1,150 | 1,150 | 1,150 | 188 | 16 | 962 | 282 | 1,150 |
| 10-5700-50-50325 HEALTH INSURANCE | 14,873 | 14,873 | 14,873 | 10,273 | 69 | 4,600 | 15,410 | 15,100 |
| 10-5700-50-50410 EMPLOYER RETIREMENT CO | 9,633 | 9,633 | 9,633 | 7,944 | 82 | 1,689 | 11,916 | 9,633 |
| 10-5700-50-50520 EMPLOYEE EDUCATION | 4,500 | 4,500 | 4,500 | 75 | 2 | 4,425 | 113 | 4,500 |
| 10-5700-50-50650 VEHICLE ALLOWANCE | 4,800 | 4,800 | 4,800 | 3,877 | 81 | 923 | 5,815 | 4,800 |
| 10-5700-50-50700 REIMB UNEMPLOYMENT | 500 | 500 | 500 | 0 | 0 | 500 | 0 | 500 |
| TOTAL PERSONNEL | 147,985 | 147,985 | 147,985 | 117,921 | 80 | 30,064 | 176,881 | 274,649 |
| OPERATING | | | | | | | | |
| 10-5700-51-51625 POSTAGE/DELIVERY | 100 | 100 | 100 | 0 | 0 | 100 | 0 | 100 |
| 10-5700-51-51635 PROFESSIONAL/MEMBERSHIP | 900 | 900 | 900 | 104 | 12 | 796 | 156 | 900 |
| 10-5700-51-51746 SUPPLIES-OFFICES | 2,000 | 2,000 | 2,000 | 831 | 42 | 1,169 | 1,246 | 2,000 |
| 10-5700-51-51769 INTERNET SERVICE | 35,000 | 35,000 | 35,000 | 78,289 | 224 | -43,289 | 117,433 | 50,000 |
| 10-5700-51-51770 TELEPHONE COMMUNICATION | 15,000 | 15,000 | 15,000 | 43,475 | 290 | -28,475 | 65,212 | 5,000 |
| 10-5700-51-51775 WIRELESS COMMUNICATION | 115,000 | 115,000 | 115,000 | 88,559 | 77 | 26,441 | 132,839 | 115,000 |
| 10-5700-51-51780 TRAVEL | 1,500 | 1,500 | 1,500 | 0 | 0 | 1,500 | 0 | 1,500 |
| TOTAL OPERATING | 169,500 | 169,500 | 169,500 | 211,258 | 125 | -41,758 | 316,886 | 174,500 |
| REPAIRS & MAINTENANCE | | | | | | | | |
| 10-5600-52-52011 BUILDING SECURITY | | | | | | | | 5,000 |
| 10-5700-52-52000 COMPUTER R & M | 6,085 | 6,085 | 6,085 | 0 | 0 | 6,085 | 0 | 6,085 |
| TOTAL REPAIRS & MAINTENANCE | 6,085 | 6,085 | 6,085 | 0 | 0 | 6,085 | 0 | 11,085 |
| CONTRACTED SERVICES | | | | | | | | |
| 10-5700-54-51500 COMPUTER/HARDWARE LEASE | 0 | 0 | 0 | 60 | 0 | -60 | 90 | 0 |
| 10-5700-54-51501 IT CONSULTING SERVICES | 15,000 | 15,000 | 15,000 | 16,942 | 113 | -1,942 | 25,414 | 10,000 |
| 10-5700-54-52005 EMERGENCY NOTIFICATION | 5,000 | 5,000 | 5,000 | 4,371 | 87 | 629 | 6,556 | 5,000 |
| 10-5700-54-52240 SOFTWARE ANNUAL FEES | 149,780 | 149,780 | 149,780 | 155,433 | 104 | -5,653 | 233,149 | 175,000 |
| TOTAL CONTRACTED SERVICES | 169,780 | 169,780 | 169,780 | 176,806 | 104 | -7,026 | 265,119 | 190,000 |
| CAPITAL OUTLAY <\$5K | | | | | | | | |
| 10-5700-57-52200 COMPUTER EQUIPMENT | 65,000 | 65,000 | 65,000 | 1,818 | 3 | 63,182 | 2,727 | 35,000 |
| TOTAL CAPITAL OUTLAY<\$5K | 65,000 | 65,000 | 65,000 | 1,818 | 3 | 63,182 | 2,727 | 35,000 |
| CAPITAL OUTLAY >\$5K | | | | | | | | |
| 10-5700-58-52200 COMPUTER EQUIPMENT | 105,000 | 105,000 | 105,000 | 0 | 0 | 105,000 | 0 | 70,000 |
| TOTAL CAPITAL OUTLAY>\$5K | 105,000 | 105,000 | 105,000 | 0 | 0 | 105,000 | 0 | 70,000 |
| TOTAL IT EXPENDITURES | 663,350 | 663,350 | 663,350 | 507,802 | 77 | 155,548 | 761,613 | 755,234 |

| | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| ECONOMIC DEV. SVCS | | | | | | | | |
| PERSONNEL | | | | | | | | |
| 10-5800-50-50010 SALARIES | 190,777 | 190,777 | 190,777 | 65,971 | 35 | 124,806 | 98,957 | 201,606 |
| 10-5800-50-50075 LONGEVITY PAY | 200 | 200 | 200 | 0 | 0 | 200 | 0 | 300 |
| 10-5800-50-50200 EMPLOYER PAID TAXES | 14,610 | 14,610 | 14,610 | 5,010 | 34 | 9,600 | 7,515 | 15,423 |
| 10-5800-50-50255 WORKERS' COMPENSATION | 694 | 694 | 694 | 89 | 13 | 605 | 134 | 694 |
| 10-5800-50-50325 HEALTH INSURANCE | 7,994 | 7,994 | 7,994 | 425 | 5 | 7,569 | 637 | 7,550 |
| 10-5800-50-50410 EMPLOYER RETIREMENT CO | 17,390 | 17,390 | 17,390 | 5,647 | 32 | 11,743 | 8,470 | 17,056 |
| 10-5800-50-50520 EMPLOYEE EDUCATION | 4,675 | 4,675 | 4,675 | 225 | 5 | 4,450 | 338 | 3,500 |
| TOTAL PERSONNEL | 236,340 | 236,340 | 236,340 | 77,368 | 33 | 158,972 | 116,051 | 246,129 |
| OPERATING | | | | | | | | |
| 10-5800-51-51011 SMALL BUSINESS RENTAL ASST | 5,000 | 5,000 | 5,000 | 1,915 | 38 | 3,085 | 2,873 | 25,000 |
| 10-5800-51-51043 CITY EVENTS | 37,500 | 37,500 | 37,500 | 27,294 | 73 | 10,206 | 40,941 | 100,000 |
| 10-5800-51-51480 MEETING EXPENSES | 2,500 | 2,500 | 2,500 | 126 | 5 | 2,375 | 188 | 2,500 |
| 10-5800-51-51625 POSTAGE/DELIVERY | 1,500 | 1,500 | 1,500 | 0 | 0 | 1,500 | 0 | 1,500 |
| 10-5800-51-51635 PROFESSIONAL/MEMBERSHIP | 1,850 | 1,850 | 1,850 | 245 | 13 | 1,605 | 368 | 1,850 |
| 10-5800-51-51746 SUPPLIES-OFFICES | 2,000 | 2,000 | 2,000 | 130 | 7 | 1,870 | 196 | 2,000 |
| 10-5800-51-51780 TRAVEL | 5,000 | 5,000 | 5,000 | 0 | 0 | 5,000 | 0 | 5,000 |
| TOTAL OPERATING | 55,350 | 55,350 | 55,350 | 29,710 | 54 | 25,640 | 563 | 137,850 |
| TOTAL ECONOMIC DEV SVCS EXPENDITURES | 291,690 | 291,690 | 291,690 | 107,077 | 86 | 184,613 | 116,614 | 383,979 |

| | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|---|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
| HUMAN RESOURCES | | | | | | | | |
| PERSONNEL | | | | | | | | |
| 10-5810-50-50010 SALARIES | | | | | | 0 | 0 | 73,653 |
| 10-5810-50-50075 LONGEVITY PAY | | | | | | 0 | 0 | 800 |
| 10-5810-50-50200 EMPLOYER PAID TAXES | | | | | | 0 | 0 | 5,696 |
| 10-5810-50-50255 WORKERS' COMPENSATION | | | | | | 0 | 0 | 300 |
| 10-5810-50-50325 HEALTH INSURANCE | | | | | | 0 | 0 | 7,550 |
| 10-5810-50-50410 EMPLOYER RETIREMENT CO | | | | | | 0 | 0 | 6,299 |
| 10-5810-50-50411 HR REQUIRED EDUCATION | | | | | | | | 13,500 |
| 10-5810-50-50520 EMPLOYEE EDUCATION | | | | | | 0 | 0 | 2,140 |
| TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 109,938 |
| OPERATING | | | | | | | | |
| 10-5810-51-51041 EMPLOYEE APPRECIATION | | | | | | | | 15,000 |
| 10-5810-51-51635 PERIODICALS & PUBLICATIONS | | | | | | | | 1,000 |
| 10-5810-51-51635 PROFESSIONAL/MEMBERSHIP | | | | | | 0 | 0 | 2,000 |
| 10-5810-51-51746 SUPPLIES-OFFICES | | | | | | 0 | 0 | 1,000 |
| 10-5810-51-51780 TRAVEL | | | | | | 0 | 0 | 5,000 |
| TOTAL OPERATING | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 24,000 |
| TOTAL HUMAN RESOURCES EXPENDITURES | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 133,938 |

| | | | | | | | | |
|---|-------------------|-------------------|-------------------|------------------|--------------|-------------------|-------------------|-------------------|
| TOTAL EXPENDITURES | 11,925,675 | 11,925,676 | 11,925,678 | 8,399,066 | 1,006 | 3,526,612 | 12,480,026 | 14,275,439 |
| REVENUES OVER/(UNDER) EXPENDITURES | -352,490 | -352,891 | -352,493 | 4,611,279 | | -4,963,772 | 6,947,759 | 0 |

**20 -UTILITY FUND
FINANCIAL SUMMARY**

**PROPOSED BUDGET WORKSHEETS
FY 2021-22**

| REVENUE SUMMARY | 91.67 % OF YEAR COMPLETE | | | | | | PROPOSED BUDGET WORKSHEETS FY 2021-22 | |
|-------------------------|--------------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|--|-----------------------------|
| | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
| WATER | | | | | | | | |
| MISCELLANEOUS | 525 | 525 | 525 | 0 | | | | |
| WATER/SEWER CHARGES | 2,089,796 | 2,089,796 | 2,089,796 | 2,411,018 | 115.4 | (321,222) | 2,411,018 | 2,448,158 |
| OTHER | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TOTAL WATER | 2,090,321 | 2,090,321 | 2,090,321 | 2,411,018 | 115.3 | (320,697) | 2,411,018 | 2,448,158 |
| WASTEWATER | | | | | | | | |
| OTHER FINANCING SOURCES | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| WATER/SEWER CHARGES | 1,660,250 | 1,660,250 | 1,660,250 | 2,036,426 | 122.7 | (376,176) | 2,036,426 | 2,040,250 |
| OTHER | 81,588 | 81,588 | 81,588 | 641 | 0.8 | 80,947 | 641 | 641 |
| TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TOTAL WASTEWATER | 1,741,838 | 1,741,838 | 1,741,838 | 2,037,067 | 116.9 | (295,229) | 2,037,067 | 2,040,891 |
| TOTAL REVENUES | 3,832,159 | 3,832,159 | 3,832,159 | 4,448,085 | 116.1 | (615,926) | 4,448,085 | 4,489,049 |

| EXPENDITURE SUMMARY | 91.67 % OF YEAR COMPLETE | | | | | | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|-------------------------------|--------------------------|----------------------------|----------------------------|----------------------------------|----------------|--------------------|-----------------------|-----------------------------|
| | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | | |
| PUBLIC WORKS | | | | | | | | |
| PERSONNEL | 407,122 | 407,122 | 407,123 | 321,473 | 79.0 | 85,650 | 321,473 | 437,744 |
| OPERATING | 25,750 | 25,750 | 25,750 | 30,425 | 118.2 | (4,675) | 30,425 | 28,350 |
| REPAIRS & MAINTENANCE | 74,500 | 74,500 | 74,500 | 52,080 | 69.9 | 22,420 | 52,080 | 36,000 |
| CONTRACTED SERVICES | 6,500 | 6,500 | 6,500 | 3,058 | 47.0 | 3,443 | 3,058 | 3,500 |
| TOTAL PUBLIC WORKS | 513,872 | 513,872 | 513,873 | 407,036 | 79.2 | 106,838 | 407,036 | 505,594 |
| WATER | | | | | | | | |
| PERSONNEL | 382,544 | 382,544 | 382,544 | 272,144 | 71.1 | 110,400 | 272,144 | 501,561 |
| OPERATING | 186,169 | 186,169 | 186,169 | 158,662 | 85.2 | 27,507 | 158,662 | 214,934 |
| REPAIRS & MAINTENANCE | 53,000 | 53,000 | 53,000 | 90,452 | 170.7 | (37,452) | 90,452 | 66,500 |
| WATER/WASTEWATER | 1,584,000 | 1,584,000 | 1,584,000 | 1,407,369 | 88.8 | 176,631 | 1,407,369 | 2,053,750 |
| CONTRACTED SERVICES | 150 | 150 | 150 | 3,188 | 2,125.5 | (3,038) | 3,188 | 3,800 |
| DEBT PAYMENTS | 80,353 | 80,353 | 80,353 | 80,222 | 99.8 | 131 | 80,222 | 80,353 |
| CAPITAL OUTLAY < \$5K | 8,000 | 8,000 | 8,000 | 1,365 | 17.1 | 6,635 | 1,365 | 10,000 |
| CAPITAL OUTLAY > \$5K | 9,000 | 9,000 | 9,000 | 0 | 0.0 | 9,000 | 0 | 20,000 |
| TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TOTAL WATER | 2,303,216 | 2,303,216 | 2,303,216 | 2,013,403 | 87.4 | 289,813 | 2,013,403 | 2,950,898 |
| WASTEWATER | | | | | | | | |
| PERSONNEL | 193,584 | 193,584 | 193,584 | 152,889 | 79.0 | 40,695 | 152,889 | 196,338 |
| OPERATING | 245,390 | 245,390 | 245,390 | 300,206 | 122.3 | (54,816) | 300,144 | 360,315 |
| REPAIRS & MAINTENANCE | 57,500 | 57,500 | 57,500 | 33,848 | 58.9 | 23,652 | 33,848 | 59,000 |
| WATER/WASTEWATER | 157,650 | 157,650 | 157,650 | 416,562 | 264.2 | (258,912) | 416,562 | 59,650 |
| CONTRACTED SERVICES | 16,200 | 16,200 | 16,200 | 98,010 | 605.0 | (81,810) | 98,010 | 239,002 |
| DEBT PAYMENTS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| CAPITAL OUTLAY < \$5K | 0 | 0 | 8,000 | 0 | 0.0 | 8,000 | 0 | 5,000 |
| CAPITAL OUTLAY > \$5K | 30,000 | 30,000 | 30,000 | 0 | 0.0 | 30,000 | 0 | 30,000 |
| TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TOTAL WASTEWATER | 700,324 | 700,324 | 708,324 | 1,001,515 | 141.4 | (293,191) | 1,001,453 | 949,305 |
| NON-DEPARTMENTAL | | | | | | | | |
| CAPITAL OUTLAY > \$5K | 236,704 | 236,704 | 236,704 | 1,302,397 | 550.2 | (1,065,693) | 1,302,397 | 0 |
| TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TOTAL NON-DEPARTMENTAL | 0 | 0 | 236,704 | 1,302,397 | 550.2 | (1,065,693) | 1,953,595 | 0 |
| TOTAL EXPENDITURES | 3,517,412 | 3,517,412 | 3,762,117 | 4,724,350 | 125.6 | (962,232) | 5,375,486 | 4,405,797 |

| | | | | | | | |
|---|----------------|----------------|---------------|------------------|----------------|------------------|---------------|
| REVENUES OVER/(UNDER) EXPENDITURES | 314,746 | 314,746 | 70,042 | (276,264) | 346,306 | (927,400) | 83,252 |
|---|----------------|----------------|---------------|------------------|----------------|------------------|---------------|

**PROPOSED BUDGET WORKSHEETS
FY 2021-22**

**20 -UTILITY FUND
REVENUES**

91.67 % OF YEAR COMPLETE

| WATER REVENUES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|------------------------------|------------------------------------|------------------------------------|--|------------------------|---------------------------|-------------------------------|-------------------------------------|
| WATER/SEWER CHARGES | | | | | | | | |
| 20-4250-42-42099 MISCELLANEOUS | 525 | 525 | 525 | 0 | 0.0 | 525 | 0 | 525 |
| TOTAL MISCELLANEOUS | 525 | 525 | 525 | 0 | 0 | 525 | 0 | 525 |
| 20-4250-43-42099 CREDIT CARD PAYMENT FEE | 40,000 | 40,000 | 40,000 | 67,851 | 169.6 | (27,851) | 67,851 | 64,855 |
| 20-4250-43-43000 ADJUSTMENTS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| 20-4250-43-43010 WATER SALES | 1,725,954 | 1,725,954 | 1,725,954 | 2,049,961 | 118.8 | (324,007) | 2,049,961 | 2,049,961 |
| 20-4250-43-43015 BULK WATER SALES | 92 | 92 | 92 | 0 | 0.0 | 92 | 0 | 92 |
| 20-4250-43-43025 LATE FEES WATER | 35,000 | 35,000 | 35,000 | 43,271 | 123.6 | (8,271) | 43,271 | 45,000 |
| 20-4250-43-43028 RETURN CHECK FEES | 1,000 | 1,000 | 1,000 | 350 | 35.0 | 650 | 350 | 500 |
| 20-4250-43-43075 WATER TAP FEES | 225,000 | 225,000 | 225,000 | 174,750 | 77.7 | 50,250 | 174,750 | 225,000 |
| 20-4250-43-43076 WATER METER FEE | 250 | 250 | 250 | 0 | 0.0 | 250 | 0 | 250 |
| 20-4250-43-43080 CONNECTION CHARGES | 62,500 | 62,500 | 62,500 | 74,835 | 119.7 | (12,335) | 74,835 | 62,500 |
| TOTAL WATER/SEWER CHARGES | 2,089,796 | 2,089,796 | 2,089,796 | 2,411,018 | 115.4 | (321,222) | 2,411,018 | 2,448,158 |
| TOTAL WATER REVENUES | 2,090,321 | 2,090,321 | 2,090,321 | 2,411,018 | 115.3 | (320,697) | 2,411,018 | 2,448,683 |
| WASTEWATER REVENUES | | | | | | | | |
| WATER/SEWER CHARGES | | | | | | | | |
| 20-4275-43-41320 SLUDGE DUMP FEES | 25,000 | 25,000 | 25,000 | 0 | 0.0 | 25,000 | 0 | 0 |
| 20-4275-43-43000 ADJUSTMENTS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| 20-4275-43-43110 SEWER SERVICE | 1,400,000 | 1,400,000 | 1,400,000 | 1,804,702 | 128.9 | (404,702) | 1,804,702 | 1,805,000 |
| 20-4275-43-43125 LATE FEES SEWER | 35,000 | 35,000 | 35,000 | 36,725 | 104.9 | (1,725) | 36,725 | 35,000 |
| 20-4275-43-43175 SEWER TAP FEES | 200,250 | 200,250 | 200,250 | 195,000 | 97.4 | 5,250 | 195,000 | 200,250 |
| TOTAL WATER/SEWER CHARGES | 1,660,250 | 1,660,250 | 1,660,250 | 2,036,426 | 122.7 | (376,176) | 2,036,426 | 2,040,250 |
| OTHER | | | | | | | | |
| 20-4275-48-48000 INTEREST INCOME | 81,588 | 81,588 | 81,588 | 641 | 0.8 | 80,947 | 641 | 641 |
| TOTAL OTHER | 81,588 | 81,588 | 81,588 | 641 | 0.8 | 80,947 | 641 | 641 |
| TRANSFERS | | | | | | | | |
| 20-4275-49-50010 TRANSFERS FROM CPF | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TOTAL TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TOTAL WASTEWATER REVENUES | 1,741,838 | 1,741,838 | 1,741,838 | 2,037,067 | 116.9 | (295,229) | 2,037,067 | 2,040,891 |
| TOTAL REVENUES | 3,832,159 | 3,832,159 | 3,832,159 | 4,448,085 | 116.1 | (615,926) | 4,448,085 | 4,489,574 |

**20 -UTILITY FUND
EXPENDITURES**

**PROPOSED BUDGET WORKSHEETS
FY 2021-22**

91.67 % OF YEAR COMPLETE

| PUBLIC WORKS EXPENDITURES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|---|------------------------------|------------------------------------|------------------------------------|--|------------------------|---------------------------|-------------------------------|-------------------------------------|
| PERSONNEL | | | | | | | | |
| 20-5200-50-50010 SALARIES | 305,091 | 305,091 | 305,091 | 253,285 | 83.0 | 51,806 | 253,285 | 335,601 |
| 20-5200-50-50011 COVID 19 SALARIES | 0 | 0 | 0 | 0 | | | | 0 |
| 20-5200-50-50050 OVERTIME | 560 | 560 | 560 | 0 | 0.0 | 560 | 0 | 560 |
| 20-5200-50-50075 LONGEVITY | 4,900 | 4,900 | 4,900 | 4,800 | 98.0 | 100 | 4,800 | 5,300 |
| 20-5200-50-50200 EMPLOYER PAID TAXES | 23,757 | 23,757 | 23,757 | 20,005 | 84.2 | 3,752 | 20,005 | 26,126 |
| 20-5200-50-50255 WORKERS' COMPENSATION | 5,000 | 5,000 | 5,000 | 406 | 8.1 | 4,594 | 406 | 600 |
| 20-5200-50-50325 HEALTH INSURANCE | 29,745 | 29,745 | 29,745 | 15,749 | 52.9 | 13,997 | 15,749 | 30,201 |
| 20-5200-50-50335 HEALTH ASSISTANCE | 258 | 258 | 258 | 250 | 96.7 | 9 | 250 | 258 |
| 20-5200-50-50410 EMPLOYER RETIREMENT CO | 28,011 | 28,011 | 28,011 | 22,664 | 80.9 | 5,347 | 22,664 | 29,298 |
| 20-5200-50-50520 EMPLOYEE EDUCATION | 1,000 | 1,000 | 1,000 | 252 | 25.2 | 748 | 252 | 1,000 |
| 20-5200-50-50650 VEHICLE ALLOWANCE | 4,800 | 4,800 | 4,800 | 4,061 | 84.6 | 739 | 4,061 | 4,800 |
| 20-5200-50-50700 REIMBURSABLE UNEMPLOYMENT | 4,000 | 4,000 | 4,000 | 0 | 0.0 | 4,000 | 0 | 4,000 |
| TOTAL PERSONNEL | 407,122 | 407,122 | 407,123 | 321,473 | 79.0 | 85,650 | 321,473 | 437,744 |
| OPERATING | | | | | | | | |
| 20-5200-51-51010 ADVERTISING/POSTING/NOTIFICATION | 2,400 | 2,400 | 2,400 | 893 | 37.2 | 1,507 | 893 | 2,400 |
| 20-5200-51-51011 PRE-EMPLOYMENT SCREENING | 65 | 65 | 65 | 0 | 0.0 | 65 | 0 | 65 |
| 20-5200-51-51012 SAFETY & ACCESSORIES | 1,200 | 1,200 | 1,200 | 2,077 | 173.1 | (877) | 2,077 | 2,000 |
| 20-5200-51-51040 BAD DEBTS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| 20-5200-51-51485 MISCELLANEOUS | 1,000 | 1,000 | 1,000 | 40 | 4.0 | 960 | 40 | 1,000 |
| 20-5200-51-51610 LICENSES | 400 | 400 | 400 | 222 | 55.5 | 178 | 222 | 200 |
| 20-5200-51-51620 PHYSICALS/DRUG TESTING | 85 | 85 | 85 | 0 | 0.0 | 85 | 0 | 85 |
| 20-5200-51-51625 POSTAGE/DELIVERY | 200 | 200 | 200 | 8 | 3.8 | 193 | 8 | 200 |
| 20-5200-51-51635 PROFESSIONAL & MEMBERS | 100 | 100 | 100 | 0 | 0.0 | 100 | 0 | 100 |
| 20-5200-51-51743 SUPPLIES-EQUIPMENT | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| 20-5200-51-51746 SUPPLIES-OFFICE | 5,500 | 5,500 | 5,500 | 5,420 | 98.5 | 80 | 5,420 | 5,500 |
| 20-5200-51-51780 TRAVEL | 300 | 300 | 300 | 0 | 0.0 | 300 | 0 | 300 |
| 20-5200-51-51800 UNIFORMS & ACCESSORIES | 1,500 | 1,500 | 1,500 | 384 | 25.6 | 1,116 | 384 | 1,500 |
| 20-5200-51-51813 UTILITIES-ELECTRIC BLU | 10,000 | 10,000 | 10,000 | 1,616 | 16.2 | 8,384 | 1,616 | 12,000 |
| 20-5200-51-52110 OFFICE EQUIPMENT LEASE | 3,000 | 3,000 | 3,000 | 1,399 | 46.6 | 1,602 | 1,399 | 3,000 |
| TOTAL OPERATING | 25,750 | 25,750 | 25,750 | 30,425 | 118.2 | (4,675) | 30,425 | 28,350 |

REPAIRS & MAINTENANCE

| | | | | | | | | |
|---|---------------|---------------|---------------|---------------|-------------|---------------|---------------|---------------|
| 20-5200-52-52010 BUILDING REPAIRS & MAI | 70,000 | 70,000 | 70,000 | 48,749 | 69.6 | 21,251 | 48,749 | 30,000 |
| 20-5200-52-52012 CLEANING & MAINTENANCE | 4,500 | 4,500 | 4,500 | 3,331 | 74.0 | 1,169 | 3,331 | 6,000 |
| TOTAL REPAIRS & MAINTENANCE | 74,500 | 74,500 | 74,500 | 52,080 | 69.9 | 22,420 | 52,080 | 36,000 |

CONTRACTED SERVICES

| | | | | | | | | |
|---|--------------|--------------|--------------|--------------|-------------|--------------|--------------|--------------|
| 20-5200-54-51001 CONSULTANT FEES - RATE STUDY | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| 20-5200-54-51165 ENGINEERING/PLANNING SVCS | 3,500 | 3,500 | 3,500 | 3,058 | 87.4 | 443 | 3,058 | 3,500 |
| 20-5200-54-51440 LEGAL FEES | 3,000 | 3,000 | 3,000 | 0 | 0.0 | 3,000 | 0 | 0 |
| 20-5200-54-51501 I/T CONSULTANT SERVICES | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| 20-5200-54-51590 DOCUMENT STORAGE | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TOTAL CONTRACTED SERVICES | 6,500 | 6,500 | 6,500 | 3,058 | 47.0 | 3,443 | 3,058 | 3,500 |

| | | | | | | | | |
|--|----------------|----------------|----------------|----------------|-------------|----------------|----------------|----------------|
| TOTAL PUBLIC WORKS EXPENDITURES | 513,872 | 513,872 | 513,873 | 407,036 | 79.2 | 106,838 | 407,036 | 505,594 |
|--|----------------|----------------|----------------|----------------|-------------|----------------|----------------|----------------|

| | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|
|--|----------------------|----------------------------|----------------------------|----------------------------------|----------------|-------------------|-----------------------|-----------------------------|

PERSONNEL

| | | | | | | | | |
|---|----------------|----------------|----------------|----------------|-------------|----------------|----------------|----------------|
| 20-5250-50-50010 SALARIES | 260,010 | 260,010 | 260,010 | 180,339 | 69.4 | 79,671 | 180,339 | 349,223 |
| 20-5250-50-50011 COVID 19 SALARIES | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| 20-5250-50-50050 OVERTIME | 11,050 | 11,050 | 11,050 | 20,291 | 183.6 | (9,241) | 20,291 | 17,500 |
| 20-5250-50-50051 COVID 19 OVERTIME | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| 20-5250-50-50075 LONGEVITY PAY | 2,400 | 2,400 | 2,400 | 2,400 | 100.0 | 0 | 2,400 | 3,200 |
| 20-5250-50-50200 EMPLOYER PAID TAXES | 20,920 | 20,920 | 20,920 | 15,450 | 73.9 | 5,470 | 15,450 | 28,096 |
| 20-5250-50-50255 WORKERS' COMPENSATION | 10,070 | 10,070 | 10,070 | 7,180 | 71.3 | 2,890 | 7,180 | 10,070 |
| 20-5250-50-50325 HEALTH INSURANCE | 52,054 | 52,054 | 52,054 | 26,683 | 51.3 | 25,371 | 26,683 | 60,402 |
| 20-5250-50-50410 EMPLOYER RETIREMENT CO | 24,290 | 24,290 | 24,290 | 17,603 | 72.5 | 6,687 | 17,603 | 31,071 |
| 20-5250-50-50520 EMPLOYEE EDUCATION | 1,750 | 1,750 | 1,750 | 2,198 | 125.6 | (448) | 2,198 | 2,000 |
| 20-5250-50-50700 REIMB UNEMPLOYMENT | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TOTAL PERSONNEL | 382,544 | 382,544 | 382,544 | 272,144 | 71.1 | 110,400 | 272,144 | 501,561 |

OPERATING

| | | | | | | | | |
|---|----------------|----------------|----------------|----------------|-------------|---------------|----------------|----------------|
| 20-5250-51-51011 PRE-EMPLOYMENT SCREENING | 200 | 200 | 200 | 3 | 1.5 | 197 | 3 | 200 |
| 20-5250-51-51335 INSURANCE-PROPERTY, CA | 15,844 | 15,844 | 15,844 | 13,737 | 86.7 | 2,107 | 13,737 | 15,844 |
| 20-5250-51-51338 INSURANCE LIABILITY | 4,640 | 4,640 | 4,640 | 3,933 | 84.8 | 707 | 3,933 | 4,640 |
| 20-5250-51-51485 MISCELLANEOUS | 500 | 500 | 500 | 294 | 58.8 | 206 | 294 | 500 |
| 20-5250-51-51610 PERMITS & LICENSES | 11,000 | 11,000 | 11,000 | 9,707 | 88.2 | 1,293 | 9,707 | 12,000 |
| 20-5250-51-51620 PHYSICALS/DRUG TESTING | 200 | 200 | 200 | 0 | 0.0 | 200 | 0 | 200 |
| 20-5250-51-51635 PROFESSIONAL & MEMBERS | 360 | 360 | 360 | 525 | 145.8 | (165) | 525 | 600 |
| 20-5250-51-51740 SUPPLIES - CHEMICALS & | 40,000 | 40,000 | 40,000 | 37,414 | 93.5 | 2,586 | 37,414 | 42,000 |
| 20-5250-51-51743 SUPPLIES-EQUIPMENT | 1,000 | 1,000 | 1,000 | 517 | 51.7 | 483 | 517 | 1,000 |
| 20-5250-51-51746 SUPPLIES-OFFICE | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| 20-5250-51-51747 METER PURCHASE | 61,250 | 61,250 | 61,250 | 45,077 | 73.6 | 16,173 | 45,077 | 80,750 |
| 20-5250-51-51780 TRAVEL | 2,000 | 2,000 | 2,000 | 5 | 0.3 | 1,995 | 5 | 500 |
| 20-5250-51-51800 UNIFORMS & ACCESSORIES | 2,000 | 2,000 | 2,000 | 1,789 | 89.5 | 211 | 1,789 | 2,000 |
| 20-5250-51-51809 R.O.W FEES | 675 | 675 | 675 | 643 | 95.3 | 32 | 643 | 700 |
| 20-5250-51-51810 UTILITIES-ELECTRIC AUS | 22,000 | 22,000 | 22,000 | 20,410 | 92.8 | 1,590 | 20,410 | 23,000 |
| 20-5250-51-51813 UTILITIES-ELECTRIC BLU | 12,000 | 12,000 | 12,000 | 11,319 | 94.3 | 681 | 11,319 | 16,000 |
| 20-5250-51-52340 FUEL & OIL | 6,000 | 6,000 | 6,000 | 7,439 | 124.0 | (1,439) | 7,439 | 8,000 |
| 20-5250-51-52440 EQUIPMENT RENTAL | 500 | 500 | 500 | 1,016 | 203.2 | (516) | 1,016 | 500 |
| 20-5250-51-53010 TESTING WATER AND WAST | 6,000 | 6,000 | 6,000 | 4,835 | 80.6 | 1,165 | 4,835 | 6,500 |
| TOTAL OPERATING | 186,169 | 186,169 | 186,169 | 158,662 | 85.2 | 27,507 | 158,662 | 214,934 |

REPAIRS & MAINTENANCE

| | | | | | | | | |
|---|---------------|---------------|---------------|---------------|--------------|-----------------|---------------|---------------|
| 20-5250-52-52010 BUILDING REPAIRS & MAI | 1,000 | 1,000 | 1,000 | 1,947 | 194.7 | (947) | 1,947 | 4,000 |
| 20-5250-52-52320 VEHICLE REPAIRS & MAIN | 6,500 | 6,500 | 6,500 | 4,648 | 71.5 | 1,852 | 4,648 | 6,500 |
| 20-5250-52-52430 MACHINERY EQUIPMENT-RE | 5,500 | 5,500 | 5,500 | 15,988 | 290.7 | (10,488) | 15,988 | 16,000 |
| 20-5250-52-52460 REPAIRS-WELLS,PUMPS,MO | 40,000 | 40,000 | 40,000 | 67,870 | 169.7 | (27,870) | 67,870 | 40,000 |
| TOTAL REPAIRS & MAINTENANCE | 53,000 | 53,000 | 53,000 | 90,452 | 170.7 | (37,452) | 90,452 | 66,500 |

WATER/WASTEWATER

| | | | | | | | | |
|--|------------------|------------------|------------------|------------------|-------------|----------------|------------------|------------------|
| 20-5250-53-53030 WATER FEES-AUSTIN | 500 | 500 | 500 | 507 | 101.5 | (7) | 507 | 500 |
| 20-5250-53-53040 WATER FEES-MANVILLE | 320,000 | 320,000 | 320,000 | 408,539 | 127.7 | (88,539) | 408,539 | 532,250 |
| 20-5250-53-53050 WATER FEES-EPCOR | 1,250,000 | 1,250,000 | 1,250,000 | 982,214 | 78.6 | 267,786 | 982,214 | 1,500,000 |
| 20-5250-53-53060 WELL ROYALTIES-FOWLER | 9,500 | 9,500 | 9,500 | 12,017 | 126.5 | (2,517) | 12,017 | 14,000 |
| 20-5250-53-53070 WELL ROYALTIES-LEE | 4,000 | 4,000 | 4,000 | 4,092 | 102.3 | (92) | 4,092 | 7,000 |
| TOTAL WATER/WASTEWATER | 1,584,000 | 1,584,000 | 1,584,000 | 1,407,369 | 88.8 | 176,631 | 1,407,369 | 2,053,750 |

CONTRACTED SERVICES

| | | | | | | | | |
|---|------------|------------|------------|--------------|----------------|----------------|--------------|--------------|
| 20-5250-54-51165 ENGINEERING/PLANNING S | 0 | 0 | 0 | 2,510 | 0.0 | (2,510) | 2,510 | 3,000 |
| 20-5250-54-51440 LEGAL FEES | 0 | 0 | 0 | 15 | 0.0 | (15) | 15 | 0 |
| 20-5250-54-51595 MVBA UTIL COLLECTION | 150 | 150 | 150 | 663 | 442.2 | (513) | 663 | 800 |
| TOTAL CONTRACTED SERVICES | 150 | 150 | 150 | 3,188 | 2,125.5 | (3,038) | 3,188 | 3,800 |

DEBT PAYMENTS

| | | | | | | | | |
|---|---------------|---------------|---------------|---------------|-------------|------------|---------------|---------------|
| 20-5250-55-52310 VEHICLE LEASE EXPENSE | 30,000 | 30,000 | 30,000 | 29,870 | 99.6 | 130 | 29,870 | 30,000 |
| 20-5250-55-52410 MACHINERY EQUIPMENT LE | 50,353 | 50,353 | 50,353 | 50,352 | 100.0 | 1 | 50,352 | 50,353 |
| TOTAL DEBT PAYMENTS | 80,353 | 80,353 | 80,353 | 80,222 | 99.8 | 131 | 80,222 | 80,353 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | |
|---|--------------|--------------|--------------|--------------|-------------|--------------|--------------|---------------|
| 20-5250-57-52200 COMPUTER EQUIP PURCHAS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| 20-5250-57-52400 MACHINERY EQUIPMENT-PU | 3,000 | 3,000 | 3,000 | 1 | 0.0 | 2,999 | 1 | 5,000 |
| 20-5250-57-52450 TOOLS | 5,000 | 5,000 | 5,000 | 1,364 | 27.3 | 3,636 | 1,364 | 5,000 |
| TOTAL CAPITAL OUTLAY < \$5K | 8,000 | 8,000 | 8,000 | 1,365 | 17.1 | 6,635 | 1,365 | 10,000 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | |
|---|--------------|--------------|--------------|----------|------------|--------------|----------|---------------|
| 20-5250-58-52400 MACHINERY EQUIPMENT-PU | 9,000 | 9,000 | 9,000 | 0 | 0.0 | 9,000 | 0 | 20,000 |
| TOTAL CAPITAL OUTLAY > \$5K | 9,000 | 9,000 | 9,000 | 0 | 0.0 | 9,000 | 0 | 20,000 |

| | | | | | | | | |
|---------------------------------|------------------|------------------|------------------|------------------|-------------|----------------|------------------|------------------|
| TOTAL WATER EXPENDITURES | 2,303,216 | 2,303,216 | 2,303,216 | 2,013,403 | 87.4 | 289,813 | 2,013,403 | 2,950,898 |
|---------------------------------|------------------|------------------|------------------|------------------|-------------|----------------|------------------|------------------|

| WASTEWATER EXPENDITURES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|------------------------------|------------------------------------|------------------------------------|--|------------------------|---------------------------|-------------------------------|-------------------------------------|
| PERSONNEL | | | | | | | | |
| 20-5275-50-50010 SALARIES | 125,495 | 125,495 | 125,495 | 97,982 | 78.1 | 27,513 | 97,982 | 125,739 |
| 20-5275-50-50011 COVID 19 SALARIES | 0 | 0 | 0 | 0 | | | | 0 |
| 20-5275-50-50050 OVERTIME | 14,432 | 14,432 | 14,432 | 13,974 | 96.8 | 458 | 13,974 | 16,000 |
| 20-5275-50-50051 COVID 19 OVERTIME- | 0 | 0 | 0 | 0 | | | | 0 |
| 20-5275-50-50075 LONGEVITY PAY | 1,900 | 1,900 | 1,900 | 2,000 | 105.3 | (100) | 2,000 | 2,400 |
| 20-5275-50-50200 EMPLOYER PAID TAXES | 10,850 | 10,850 | 10,850 | 8,346 | 76.9 | 2,504 | 8,346 | 10,909 |
| 20-5275-50-50255 WORKERS' COMPENSATION | 3,400 | 3,400 | 3,400 | 3,566 | 104.9 | (166) | 3,566 | 3,600 |
| 20-5275-50-50325 HEALTH INSURANCE | 22,309 | 22,309 | 22,309 | 15,734 | 70.5 | 6,575 | 15,734 | 22,651 |
| 20-5275-50-50410 EMPLOYER RETIREMENT CO | 12,598 | 12,598 | 12,598 | 9,768 | 77.5 | 2,830 | 9,768 | 12,064 |
| 20-5275-50-50520 EMPLOYEE EDUCATION | 600 | 600 | 600 | 1,521 | 253.5 | (921) | 1,521 | 975 |
| 20-5275-50-50700 UNEMPLOYMENT CLAIMS | 2,000 | 2,000 | 2,000 | 0 | 0.0 | 2,000 | 0 | 2,000 |
| TOTAL PERSONNEL | 193,584 | 193,584 | 193,584 | 152,889 | 79.0 | 40,695 | 152,889 | 196,338 |
| OPERATING | | | | | | | | |
| 20-5275-51-51011 PRE-EMPLOYMENT SCREENING | 100 | 100 | 100 | 62 | 62.0 | 38 | 62 | 100 |
| 20-5275-51-51335 INSURANCE-PROPERTY, CA | 9,800 | 9,800 | 9,800 | 22,912 | 233.8 | (13,112) | 22,912 | 9,800 |
| 20-5275-51-51338 INSURANCE LIABILITY | 2,995 | 2,995 | 2,995 | 2,549 | 85.1 | 446 | 2,549 | 2,995 |
| 20-5275-51-51603 PERIODICALS & PUBLICAT | 100 | 100 | 100 | 0 | 0.0 | 100 | 0 | 100 |
| 20-5275-51-51610 PERMITS & LICENSES | 5,200 | 5,200 | 5,200 | 4,913 | 94.5 | 287 | 4,913 | 5,500 |
| 20-5275-51-51620 PHYSICALS/DRUG TESTING | 120 | 120 | 120 | 0 | 0.0 | 120 | 0 | 120 |
| 20-5275-51-51635 PROFESSIONAL & MEMBERS | 150 | 150 | 150 | 0 | 0.0 | 150 | 0 | 0 |
| 20-5275-51-51740 SUPPLIES PARTS AND MATERIALS | 52,000 | 52,000 | 52,000 | 113,912 | 219.1 | (61,912) | 113,912 | 140,000 |
| 20-5275-51-51800 UNIFORMS & ACCESSORIES | 1,250 | 1,250 | 1,250 | 1,107 | 88.5 | 143 | 1,107 | 1,500 |
| 20-5275-51-51809 R.O.W. FEES | 675 | 675 | 675 | 643 | 95.3 | 32 | 643 | 700 |
| 20-5275-51-51813 UTILITIES-ELECTRIC BLU | 160,000 | 160,000 | 160,000 | 143,659 | 89.8 | 16,341 | 143,659 | 185,000 |
| 20-5275-51-51815 UTILITIES-ELECTRIC TX | 9,000 | 9,000 | 9,000 | 8,017 | 89.1 | 983 | 8,017 | 11,000 |
| 20-5275-51-52340 FUEL & OIL | 4,000 | 4,000 | 4,000 | 2,432 | 60.8 | 1,568 | 2,432 | 3,500 |
| TOTAL OPERATING | 245,390 | 245,390 | 245,390 | 300,206 | 122.3 | (54,816) | 300,144 | 360,315 |
| REPAIRS & MAINTENANCE | | | | | | | | |
| 20-5275-52-52010 BUILDING REPAIRS & MAI | 1,000 | 1,000 | 1,000 | 411 | 41.1 | 589 | 411 | 2,500 |
| 20-5275-52-52320 VEHICLE REPAIRS & MAIN | 1,500 | 1,500 | 1,500 | 214 | 14.3 | 1,286 | 214 | 1,500 |
| 20-5275-52-52430 MACHINERY EQUIPMENT-RE | 20,000 | 20,000 | 20,000 | 7,459 | 37.3 | 12,541 | 7,459 | 20,000 |
| 20-5275-52-52460 REPAIRS-WELLS,PUMPS,MO | 35,000 | 35,000 | 35,000 | 25,763 | 73.6 | 9,237 | 25,763 | 35,000 |
| TOTAL REPAIRS & MAINTENANCE | 57,500 | 57,500 | 57,500 | 33,848 | 58.9 | 23,652 | 33,848 | 59,000 |

WATER/WASTEWATER

| | | | | | | | | |
|---|----------------|----------------|----------------|----------------|--------------|------------------|----------------|---------------|
| 20-5275-53-53010 TESTING WATER AND WAST | 32,000 | 32,000 | 32,000 | 33,078 | 103.4 | (1,078) | 33,078 | 56,650 |
| 20-5275-53-53040 WATER FEES-MANVILLE | 650 | 650 | 650 | 2,220 | 341.6 | (1,570) | 2,220 | 3,000 |
| 20-5275-53-53160 WASTEWATER FEES-AUSTIN | 125,000 | 125,000 | 125,000 | 381,264 | 305.0 | (256,264) | 381,264 | 0 |
| TOTAL WATER/WASTEWATER | 157,650 | 157,650 | 157,650 | 416,562 | 264.2 | (258,912) | 416,562 | 59,650 |

CONTRACTED SERVICES

| | | | | | | | | |
|---|---------------|---------------|---------------|---------------|--------------|-----------------|---------------|----------------|
| 20-5275-54-51165 ENGINEERING/PLANNING S | 1,200 | 1,200 | 1,200 | 2,076 | 173.0 | (876) | 2,076 | 112,002 |
| 20-5275-54-51440 LEGAL FEES | 0 | 0 | 0 | 15 | 0.0 | (15) | 15 | 0 |
| 20-5275-54-53150 SLUDGE DISPOSAL | 15,000 | 15,000 | 15,000 | 95,919 | 639.5 | (80,919) | 95,919 | 127,000 |
| TOTAL CONTRACTED SERVICES | 16,200 | 16,200 | 16,200 | 98,010 | 605.0 | (81,810) | 98,010 | 239,002 |

CAPITAL OUTLAY < \$5K

| | | | | | | | | |
|--|--------------|--------------|--------------|----------|------------|--------------|----------|--------------|
| 20-5275-57-52400 MACHINERY EQUIPMENT-PURCHASES | 5,000 | 5,000 | 5,000 | 0 | 0.0 | 5,000 | 0 | 5,000 |
| TOTAL CAPITAL OUTLAY < \$5K | 5,000 | 5,000 | 5,000 | 0 | 0.0 | 5,000 | 0 | 5,000 |

CAPITAL OUTLAY > \$5K

| | | | | | | | | |
|---|----------------|----------------|----------------|------------------|--------------|------------------|------------------|----------------|
| 20-5275-58-52400 MACHINERY EQUIPMENT-PU | 15,000 | 15,000 | 15,000 | 0 | 0.0 | 15,000 | 0 | 15,000 |
| 20-5275-58-52410 CAPITAL OUTLAY | 15,000 | 15,000 | 15,000 | 0 | 0.0 | 15,000 | 0 | 15,000 |
| TOTAL CAPITAL OUTLAY > \$5K | 30,000 | 30,000 | 30,000 | 0 | 0.0 | 30,000 | 0 | 30,000 |
| TOTAL WASTEWATER EXPENDITURES | 705,324 | 705,324 | 705,324 | 1,001,515 | 142.0 | (296,191) | 1,001,453 | 949,305 |

| NON-DEPARTMENTAL EXPENDITURES | FY 2020-21 ACTUAL | FY 2020-21 ORIG. BUDGET | FY 2020-21 CURR. BUDGET | Y-T-D ACTUAL AS OF 08/06/2021 | % OF BUDGET | BUDGET BALANCE | PROJECTED YEAR END | REQUESTED 2021-22 BUDGET |
|--|------------------------------|------------------------------------|------------------------------------|--|------------------------|---------------------------|-------------------------------|-------------------------------------|
| CAPITAL OUTLAY > \$5K | | | | | | | | |
| 20-5999-58-58005 2016 CO BOND EXPENSES | 236,704 | 236,704 | 236,704 | 1,302,397 | 550.2 | (1,065,693) | 1,302,397 | |
| TOTAL CAPITAL OUTLAY > \$5K | 236,704 | 236,704 | 236,704 | 1,302,397 | 550.2 | (1,065,693) | 1,302,397 | 0 |
| TRANSFERS | | | | | | | | |
| 20-5999-59-60010 TRANSFERS TO CPF | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TOTAL TRANSFERS | 0 | 0 | 0 | 0 | 0.0 | 0 | 0 | 0 |
| TOTAL NON-DEPARTMENTAL EXPENDITURES | 236,704 | 236,704 | 236,704 | 1,302,397 | 550.2 | (1,065,693) | 1,302,397 | 0 |
| TOTAL EXPENDITURES | 3,759,116 | 3,759,116 | 3,759,117 | 4,724,350 | 125.7 | (965,232) | 4,724,288 | 4,405,797 |
| REVENUES OVER/(UNDER) EXPENDITURES | 73,042 | 73,042 | 73,042 | -276,264 | | 349,306 | (276,202) | 83,777 |



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the acceptance of the September 2021 Departmental Reports.

BACKGROUND/SUMMARY:

- Police – Ryan Phipps, Chief of Police
- Development Services – Scott Dunlop, Development Services Director
- Community Development – Debbie Charbonneau, Heritage and Tourism Manager
- Municipal Court – Sarah Friberg, Court Clerk
- Public Works – Michael Tuley, Director of Public Works
- Finance – Lydia Collins, Director of Finance
- Human Resources, Tracey Vasquez, HR Manager

LEGAL REVIEW: Not Applicable

FISCAL IMPACT: Not Applicable

PRESENTATION: No

ATTACHMENTS: Yes

- September 2021 Department Monthly Reports

STAFF RECOMMENDATION:

It is the city staff’s recommendation that the City Council approve and accept the September 2021 Departmental Reports.

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None



Manor Police Department

Monthly Council Report

Ryan S. Phipps - Chief of Police

Date of Meeting: 10/13/2021

September 2021

| Activity | Reported Month | Same month Prior year | Percentage difference | |
|------------------------|----------------|-----------------------|-----------------------|--|
| Calls for Service | 2397 | 1968 | 21.79↑ | Patrol Car Rental Last Month \$2,138 YTD \$21,204 |
| Average CFS per day | 79.9 | 65.6 | 21.79↑ | |
| Open Cases | 24 | 23 | 4.35↑ | |
| Charges Filed | 55 | 37 | 48.6↑ | |
| Alarm Responses | 45 | 41 | 9.75↑ | |
| Drug Cases | 11 | 4 | 175↑ | |
| Family Violence | 9 | 11 | 18.18↑ | |
| Arrests Fel/Misd | 15FEL/40 MISD | 10FEL/ 27MISD | 50FEL↑/48.14MISD↑ | |
| Animal Control | 27 | 45 | 40↑ | |
| Traffic Accidents | 67 | 27 | 148.14↑ | |
| DWI Arrests | 18 | 7 | 157.14↑ | |
| Traffic Violations | 541 | 299 | 80.93↑ | |
| Impounds | 51 | 61 | 61↓ | |
| Ordinance Violations | 62 | 63 | 16.39↓ | |
| Victim Services Cases | 14 | 46 | 69.56↓ | |
| Total Victims Served | 10 | 15 | 33.33↓ | |
| Laboratory Submissions | 13 | 8 | 62.5↑ | |

Notes:

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

September 1-30, 2021

| Description | Projects | Valuation | Fees | Detail |
|-------------------------------|-----------|------------------------|---------------------|------------------------------|
| Commercial Demolition | 1 | \$2,000.00 | \$190.00 | |
| Commercial Electric | 2 | \$1,000.00 | \$506.00 | |
| Commercial New | 1 | \$4,117,764.80 | \$63,165.00 | St. Joseph's Catholic Church |
| Commercial Sign | 1 | \$13,000.00 | \$247.00 | |
| Residential Deck/Patio | 1 | \$2,000.00 | \$165.00 | |
| Residential Electrical | 4 | \$78,023.00 | \$428.00 | |
| Residential Fence | 1 | \$1,900.00 | \$107.00 | |
| Residential Foundation | 1 | \$1,000.00 | \$97.00 | |
| Residential Foundation Repair | 2 | \$8,080.00 | \$194.00 | |
| Residential Irrigation | 11 | \$9,918.12 | \$1,177.00 | |
| Residential New | 30 | \$8,682,839.30 | \$263,450.00 | |
| Residential Plumbing | 3 | \$21,806.00 | \$321.00 | |
| Residential Remodel/Repair | 1 | \$12,500.00 | \$292.00 | |
| Residential Swimming Pool/Spa | 2 | \$106,000.00 | \$484.00 | |
| | | | | |
| Totals | 61 | \$13,057,831.22 | \$330,823.00 | |

Total Certificate of Occupancies Issued: 40

Total Inspections(Comm & Res): 878

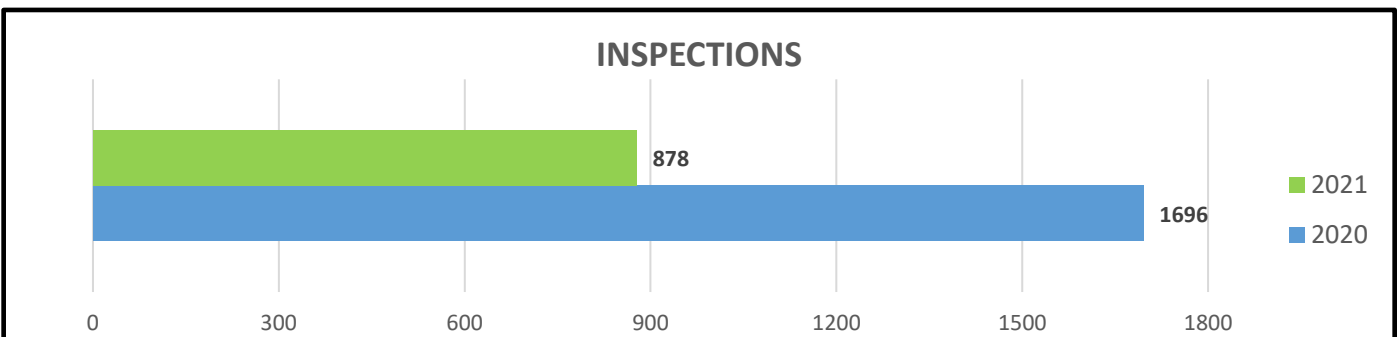
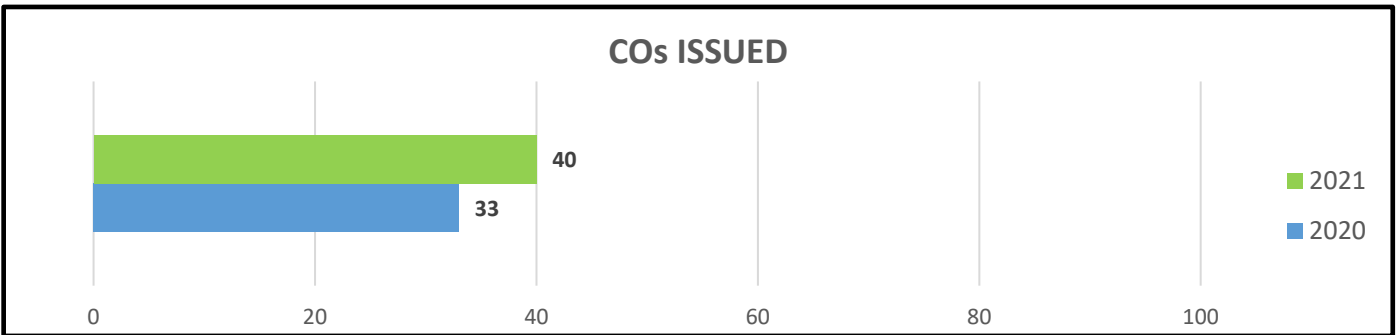
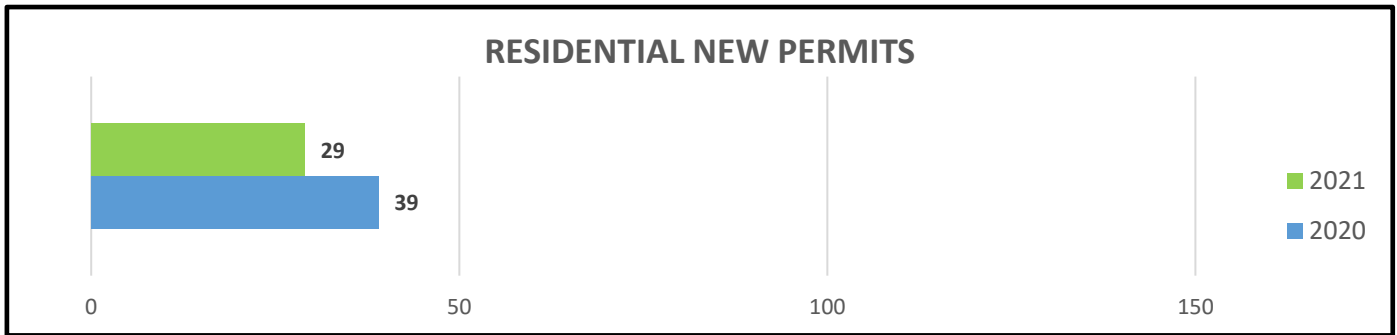
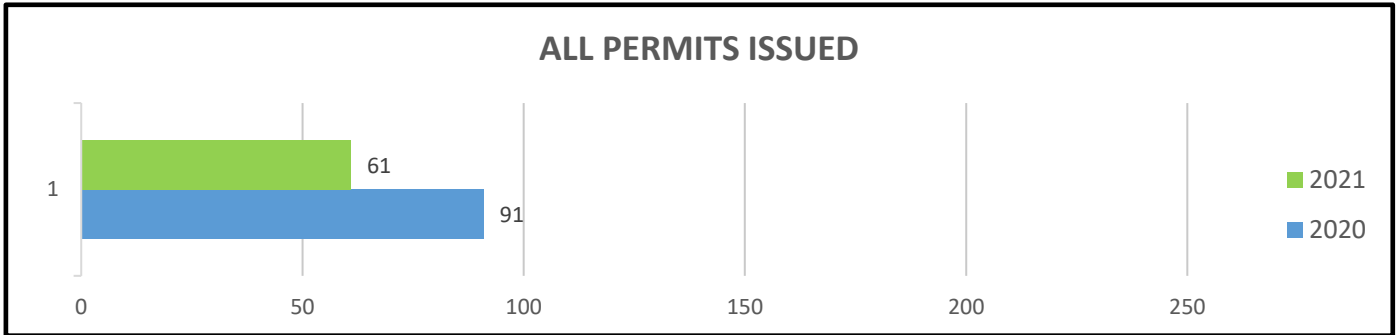
Scott Dunlop, Interim City Manager





September 2021

DEPARTMENT OF DEVELOPMENT SERVICES
SCOTT DUNLOP, DIRECTOR



*Charts displayed at different scales



MEMO

To: Mayor and City Council Members
 From: Debbie Charbonneau, Heritage & Tourism Manager
 Date: October 20, 2021
 RE: **September 2021 & October 2021**

COMMUNITY MEETINGS

Chamber of Commerce September Board of Directors Meeting – Monday, September 17, 2021
 2022 Sesquicentennial Monthly Meeting – Tuesday, September 21, 2021
 2022 Sesquicentennial Showcase Planning Meeting – Thursday, September 30, 2021
 2022 Sesquicentennial Monthly Meeting – Tuesday, October 12, 2021
 Holidays in the Parks Meeting – Thursday, October 21, 2021
 Keep Manor Beautiful – Monday, September 20, 2021
 Keep Manor Beautiful Meeting – Monday, October 18, 2021

BUSINESS CONTACTS/VISITS

I made twenty 26 business contacts/visits for the months of July & August.

EVENTS

“**Summer Fun**” – The event is now over, and the winners are 1st Place – Ricky Bertelson who got his ticket from Café 290 and 2nd Place Mario De Jesus who got his ticket from Golden Beijing. Congratulations!
 The participating businesses were – Libation Station, Duett’s Tire Service, Maxine’s Gumbo House, Golden Beijing, I’Wayne’s Caribbean Kitchen and Modisett & Sons.

SESQUICENTENNIAL 2022

The Friends of Manor Parks and the City of Manor have decided to move all events downtown.

The Steering Committee has been meeting monthly and working on making this a great event for 2022. There will be an event every month, some small and some larger.



MEMO

The Steering Committee Members are:

- Lluvia Almaraz (City Secretary)
- Michelle Anderson, (Dwyer Realty)
- Debbie Charbonneau (Heritage & Tourism Manager and Co-Chair, City of Manor)
- Lydia Collins (Finance Director, City of Manor)
- Sean Donnelly (Vice-President, Frontier Bank)
- Scott Dunlop (Development Services Director, City of Manor)
- Heath Ferguson (IT Manager, City of Manor)
- Michelle Glaze (Director, Public Relations, Principal Professional Communications & Community Affairs/SAS, Samsung Electronics)
- Grant Hutchison (Owner, Shadow Glen Golf Club)
- Becky Lott
- Chief Ryan Phipps (Chief of Police and Co-Chair, City of Manor)
- Mike Tuley (Public Works Director, City of Manor)
- Tim Schultz (Community & Economic Development Representative, Bluebonnet Electric Co-Op)
- Tracey Vasquez (Human Resources Manager, City of Manor)
- Anne Weir (Councilwoman Place 2, City of Manor)
- Lance Zeplin (Public Works Superintendent, City of Manor)

The Sponsorship Committee is actively seeking sponsors for this event. We are pleased to announce and welcome the following sponsors:

| | | |
|------------------------------------|-------------------------|-------------|
| Frontier Bank | James Manor Sponsor | \$10,000.00 |
| Bluebonnet | Timmerman Park Sponsor | \$ 5,000.00 |
| Greater Texas Federal Credit Union | Jennie Lane Sponsor | \$ 2,500.00 |
| Whiskey Girls | Jennie Lane Sponsor | \$ 2,500.00 |
| Thomas Bolt & Dr, Dustin Welch | Marnos Art Park Sponsor | \$ 1,000.00 |
| AustiNuts | Manor Art Park Sponsor | \$ 1,000.00 |
| Rising Sun Vineyard | Manor Art Park Sponsor | \$ 1,000.00 |
| Modisett & Sons | Manor Art Park Sponsor | \$ 1,000.00 |
| Southside Market | Manor Art Park Sponsor | \$ 1,000.00 |
| Good Luck Grill | Manor Art Park Sponsor | \$ 1,000.00 |

MANORPALOOZA 2022 – MAY 6 & 7, 2022

The Friends of Manor Parks Board of Directors have been meeting and planning the event.



MEMO

LEADERSHIP MANOR – CITY GOVERNMENT – WEDNESDAY, SEPTEMBER 22, 2021

Leadership Manor Class #2 – The Sesquicentennial Class listened and learned from City leaders as they spoke about different aspects of the city. Below is listed the activities of the day:

- | | |
|---------------------------------|-----------------------------|
| Welcome | Mayor Larry Wallace, Jr. |
| Interim City Manager Welcome | Scott Dunlop |
| City Secretary | Lluvia Almaraz |
| Finance Department | Lydia Collins, Director |
| Development Services Department | Scott Dunlop, Director |
| Police Department | Ryan Phipps, Chief |
| Heritage & Tourism Department | Debbie Charbonneau, Manager |
| Human Resources Department | Tracey Vasquez, Manager |
| Public Works Department | Mike Tuley, Director |

OTHER DUTIES

Qwally Meeting – Monday, September 27, 2021 – Bi-Weekly meeting and update. The annual contract is at the attorneys for review and then to bring back to council.

Qwally Meeting – Monday, October 4, 2021 – Bi-Weekly meeting and updated.

TML Annual Conference – Tuesday, October 8, 2021 – Friday, October 8, 2021 – The conference was held in Houston. It was a very informative conference and here is a short list of some of the sessions:

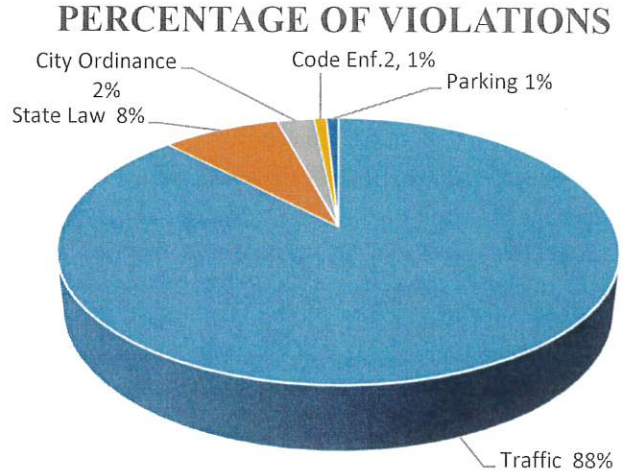
- Opening General Session and Presentation Awards – “shift from Fear to Freedom and Embrace Your New Normal” the speaker was John Register, Speaker and Change Management Leader.
- Legislative Update
- Retail: The New Frontier
- Greenhouse Presentation Presented by Social Pinpoint Future Texas – Engagement Strategies Building Thriving Texas Communities
- Walking and Chewing Gum at the Same Time – Now a Core Competency for Cities?
- Better Together – Collaborating to Get Things Done
- And....Much More!



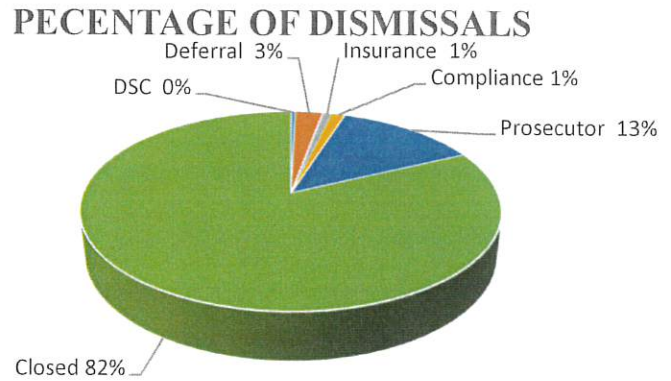
MEMO

City of Manor Municipal Court SEPTEMBER 2021

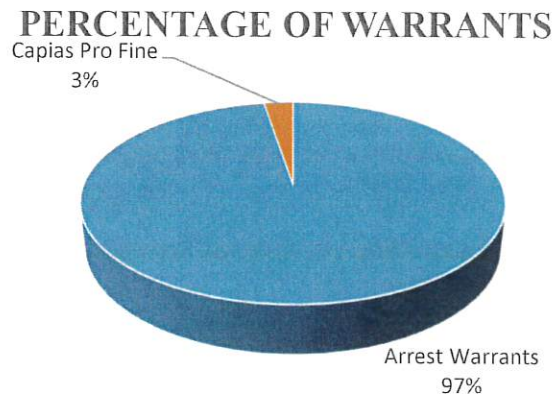
| Violations Filed | Sep-21 | Sep-20 |
|------------------|------------|------------|
| Traffic | 207 | 156 |
| State Law | 19 | 11 |
| City Ordinance | 6 | 10 |
| Code Enforcement | 2 | 2 |
| Parking | 2 | 6 |
| Total | 236 | 185 |



| Dismissals | Sep-21 | Sep-20 |
|--------------|------------|------------|
| DSC | 1 | 10 |
| Deferral | 6 | 27 |
| Insurance | 2 | 1 |
| Compliance | 3 | 1 |
| Prosecutor | 31 | 30 |
| Closed | 197 | 163 |
| Total | 240 | 232 |



| Warrants | Sep-21 | Sep-20 |
|-----------------|-----------|-----------|
| Arrest Warrants | 74 | 20 |
| Capias Pro Fine | 2 | 57 |
| Total | 76 | 77 |



Money Collected in September 2021

| | |
|---------------|--------------------|
| Kept By City | \$31,756.60 |
| kept By State | \$12,822.49 |
| Total | \$44,579.09 |

Money Collected in September 2020

| | |
|---------------|--------------------|
| Kept By City | \$23,287.41 |
| Kept By State | \$9,847.40 |
| Total | \$33,134.81 |



MEMO

To: Mayor and City Council Members
From: Mike Tuley, Director of Public Works
Date: October 20, 2021
RE: September Monthly Report

Public Works Department

Street and Public, Parks, and Maintenance Department

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

Water and Wastewater Department

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

Water Production & Purchase

In September, 28% of the water we supplied to our residents was from our wells, and we purchased 72% from EPCOR and Manville WSC.

Population

City of Manor- 16,574
ShadowGlen- 5,918

Subdivision Inspections

- Street Inspections- 19
- MS4 – 20 Inspection per working day.
- Water Inspections- 7
- Wastewater Inspections- 11

CITY OF MANOR
CAPITAL PROJECT STATUS REPORT

| PROJECT NAME | PROJECT DESCRIPTION | MONTHLY ACTIVITY | PERCENT CONSTRUCTION COMPLETE/PHASE |
|--|--|--|-------------------------------------|
| Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 1 | Wilbarger WWTP, Onsite LS, Public Works Bldg. | Final punch list items being corrected | 99% |
| Wilbarger Creek Wastewater Treatment and Collection System Improvements, Phase 2 | Creekside Lift Station improvements, Carrie Manor Lift Station | Carrie Manor lift station wet well set, equipment installation under way | 85% |
| 2017 Water Distribution System Improvements | 12" water transmission main along Gregg Lane, FM973 and Tower Road | Scope of work substantially complete, project closeout items remain | 100% |
| 2020 Cap Metro Paving Improvements | Paving improvements on Burnet, Rector and Townes Streets | Weather events have impacted construction; however, prosecution of the work is being conducted diligently and timely completion is anticipated | 60% |
| Park Bathroom | Public restroom for Timmerman Park | Supplier selected | Contracting Phase |
| Cottonwood Creek Wastewater Treatment Plant | 200,000 GPD wastewater treatment plant and lift station | Equipment installation ongoing | 60% |
| Cottonwood Creek Wastewater Improvements Project | Gravity wastewater lines and lift station to serve Cottonwood Creek Basin and Cottonwood Creek Tributary Basin | Pre-Con was held onsite July 30, 2021 and Notice to Proceed was issued for August 2, 2021. | 5% |

| | | | |
|--|--|--|------------------------|
| US 290 Water Line | 12" water line extension from Presidential Glen along US 290 to past Kimbro Road | Change order to reflect pipe cost increases due to the force majeure has been executed by the City and Contractor. Notice to proceed was issued for July 1 with a September 29 completion date | 40% |
| FM 973 Water and Wastewater Lines | 12" water line and 12"/15" gravity wastewater line in FM 973 | Design complete and submitted to TCEQ for review | Contract/Bidding Phase |
| Bastrop/Parsons Gravity Main | 12" gravity wastewater main | Due to conflict with AT&T line we are preparing a change order to finish the line replacement in Parsons using pipe bursting | 55% |
| CIP W-15 FM973 WL | 12" Water Line from downtown to Manor Commons area | Final design nearing completion | Design |
| Pavement Management Program | Pavement Assessment and Management Program | Mapping of roadway network in GIS complete, field data collection completed, data processing completed | Evaluation Phase |
| I&I Program | Phase 1 and Phase 2 Inflow and Infiltration Program | System mapping and GIS data entry completed, report generation under way | Phase 1 |
| Cottonwood Creek Wastewater Line Extension | Northern extension of gravity wastewater line in Cottonwood Creek Basin | Engineering contract issued August 4, 2021 | Design Phase |

Streets and Parks Monthly Report September 2021

Daily Duties and Projects 9-1-2021 / 9-30-2021

- Street Maintenance – West Lane St. between Bastrop St. and Lexington St. was paved with asphalt.
- Street Maintenance- West Lane St. between Bastrop St. and Lexington St. was paved with asphalt.
- Street Maintenance- West Browning St. between Bastrop St. & Lexington St. was paved with asphalt.
- Street Maintenance- West Townes St. between Bastrop St. & Lexington St. was paved with asphalt.
- Streets Maintenance – cut out base failure on E. Townes St. replaced with new road base.
- Streets Maintenance- replaced old speed humps on N. Lexington St. with new ones.
- Streets Maintenance- hauled dirt to the East side of Bell Farms drainage channel to repair washouts.
- Streets Maintenance – pothole patching on Jaron Dr, E Carrie Manor, Johnson Rd, Hill Lane, Suncrest Rd, Tower Rd.
- Parks Maintenance – Bocci Ball court repairs – releveling the courts and replacing bad boards.
- Parks Maintenance- weed eated Cemetery and sprayed grass in roads.
- 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.

MS4 Storm drain inspections monitored New/Construction under warranty

- 23 locations inspected once a day.
- 5 MS4 reports submitted this month as required by TCEQ.

Concrete Pre pour Inspection

- Logos Phase 4 & 5 – 6 inspections
- Manor Heights Phase 2 Sec 1&2 – 7 inspections
- Ring Dr. Holiday Inn – 0 inspection

Density Test

- Lagos Phase 4 & 5 - 2 inspections
- Manor Heights Phase 2 Sec 2 – 1 inspection

Proof Rolls

- Lagos Phase 4 & 5 – 0 inspections
- Manor Heights Phase 2 sec 2 – 2 inspection

Pre-Pave Inspections

- Logos Phase 4&5 – 0 inspections
- Manor Heights Phase 2 Sec 2 – 1 inspection

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

Presidential Heights Phase 3 – homes are still being built.

Presidential Heights Phase 3- 2-year walkthrough has been done, contractor in process of repairs.

Presidential Heights Phase 5 – Homes are being built.

Presidential Heights Phase 5 – 1 -year walkthrough has been done, contractor in process of repairs.

Stonewater North Phase 2- Homes are being built.

Stonewater North Phase 3-2-year Walkthrough has been done, contractor in process of repairs.

Lagos Phase 2- Contractor in development process

Manor Commons – Phase 1- homes are still being built.

Manor Heights – Phase I Sec. 1 - Contractor in building process.

Manor Heights – Phase I Sec. 2 - Contractor hasn't started building process.

Manor Heights – Phase II Sec. 1- Contractor in development process.

Manor Heights – Phase III Sec. 1- development process.

Manor Heights Phase III Sec. 2 – development process.

Grass Dale Manor Apartment - is in building process.

Manor Grand Apartments - is in building process.

Prose Manor Commons Apartments – Contractor is in building process.

Dairy Queen – Contractor in building process.

Manor Commons wastewater and water improvements in process.

Logos Phase 4 and 5 in development process.

Logos Village Clusters in development process.

Lagos TIA improvements on San Marcos St. in process.

ShadowGlen Phase 2 Sec 22 & 23A walkthrough punch list

ShadowGlen Phase 2 Sec 25 & 26 walkthrough punch list

ShadowGlen Phase 2 Sec 27A & 27B and 28-Trails walkthrough punch list

Water Monthly Report September 2021

For the month of September, the Water Department had 36 service calls, 12 repair jobs, 10 maintenance jobs and 7 inspections.

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

Repairs

11606 Murchison - replaced a broken 1 x 3/4 curb stop.

400 West Parsons (city yard pump room) replaced starter on high service booster pump number 3.

309 East Carrie Manor - meter seal leak on city side of service - replaced meter seals -leak has been repaired.

Browning and Gregg St. NW corner - repaired a 1" service line break -replaced 20 ft of poly from main to meter.

307 East Wheeler - repaired a 2" main break replaced 10 ft of 2" PVC leak was in driveway so added casing to 2" main in driveway.

411 East Parsons- repaired a 3/4 poly service leak - replaced 3/4 poly service from meter to main and replaced the meter shut off.

410 East Carrie Manor St. - Repaired a 1" service line leak - replaced 5 ft of 1" poly service and 3/4 meter shut off.

Lexington and Lane NW corner - replaced broken valve casing on 6"water valve cemented around casing and lid.

401 West Parsons St. - repaired a 2" main break replaced 10 ft of 2" poly.

510 Jessie St. - new 6 x 1 water tap has been completed installed a new meter box on property line.

401 West Parsons St. - replaced a 6" leaking gate valve with new one (notified customer prior to shutting water off it affected 300 blk to 400 blk West Parsons water was off for 1 hr.).

400 Blk East Burton St.-repaired a 6" water main break repaired with a 6 x 7 1/2 full circle repair clamp.

Maintenance

18136 Canopy to 18108 Canopy - locate utilities water mains and services for Midway Boring.

Browning and Gregg NW corner - marked work area with white paint and call 811 for locates so, we could repair a main break.

Located water mains and services marked with blue paint and flags from corner of S .Bastrop and W. Carrie Manor St. on south side of road to across FM 973 also locate south side of E Brenham/Blake Manor from intersection east for about 600ft to dead end of single phase line.

Bluebonnet Electric setting new poles.

Aqua Tech Lab - took first set of 5 Bac T samples and dropped off at Aqua Tech lab.

Manor Prose apartment-dropped off 2" irrigation meter.

Manor Grand Apartments- dropped off 2" irrigation meter.

Aqua Tech Lab - took second set of 5 Bac T samples and dropped off at Aqua Tech lab.
Skysail going East ending at Gallant St. locate water main and services the North side of front easements marked with blue pain and flags.
Skysail going East ending at Gallant St. locate water main and services the South side of front easements marked with blue pain and flags.
Galant St going East to Maxa St. on the south side font easements including 50 ft radius of intersection of Skysail Dr. and Gallant Street mark water mains and services with blue paint and flags.

Inspections

12900 1/2 Gregg Ln Manor -EPCOR interconnect - Had backflow preventer tested (yearly inspection) by Fluid Meter service backflow preventer passed inspection.
Stonewater North Phase 3 - 2-year warranty inspection.
Greg RD and Hill Ln - St Joseph's flow test by Impact Fire Service.
St Joseph Church - preconstruction meeting off site utilities.
Manor Heights Phase 3 section 1 - installing 8" water main by JL Construction.
Manor Commons on ring drive lots 12A and 12 B - inspect installing of fire hydrants and thrust blocking.
12003 US-290 - flow test 12" main with Fire protection consulting group.

Wastewater Monthly Report September 2021

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

Service Calls

900 North Caldwell - sewer clog - clog was on city side of service - hydro jet service, service was cleared notified customer.
 11511 Marshall - jetted city side clean out it cleared and notified customer service was good to use.
 12608 St. Mary - sewer clog - clog was on customer side of service.
 notified customer roots and clog were on customer side of service.
 17209 Hamilton Point - sewer clog - jetted city side service and cleared also called locates to make repairs where city meets customer side clean out.
 12840 St Mary - finish cover up and clean up.

Repairs

13100 North F.M. 973 - re-cement around manhole ring and lid.
 12840 St Mary St.- excavated wastewater service where city side meets customer side, city side service was good notified customer.
 Carriage Hills Lift station pump number 1 - pump 1 tripped out - pulled pump was full of rags -cleaned rags out of pump, Pump 1 is back in operation.
 13005 Carillon Way - replaced broken sewer cleanout sleeve and cap and lid.
 5.14311 Almondine - replaced broken 6" clean out cap and lid.

Maintenance

18136 Canopy to 18108 Canopy - locate utilities wastewater mains and services for Midway Boring.
 Wilbarger Plant - ordered load on sodium hypochlorite 2,000 gallons for Wilbarger Plant.
 Located wastewater mains and services marked with green paint and flags from corner of S. Bastrop and W. Carrie manor St. on south side of road to across FM 973 also locate south side of E Brenham/Blake Manor from intersection east for about 600ft to dead end of single-phase line.
 Bluebonnet Electric setting new poles.
 Presidential Heights Lift station Generator - maintenance - changed oil 5 gallons, changed oil filter replace fuel filter and check for proper sealing and operation, lube fan drive bearing and check and clean crankcase breather by HOLT CAT.
 Presidential Glen Lift Station at 13414 1/2 US HWY 290 Westbound -changed oil 5 gallons, changed oil filter replace fuel filter and check for proper sealing and operation, lube fan drive bearing and check and clean crankcase breather by HOLT CAT.
 Wilbarger Plant - received load of sodium hypochlorite 2,000 gallons for Wilbarger Plant.
 13100 North F.M. 973 - unbolt manholes so Civiltude Engineers could get flow-line information for design survey for a new school contact for Civiltude Engineers.
 Presidential Glen lift station - 500 hr. preventive maintenance on generator at 19800 1/2 Woodrow Wilson St.

Wilbarger Plant - ordered load of Alum 4,500 gallons for Wilbarger Plant.

200 BLK West Brenham cross street Bastrop St. - locate wastewater mains and services for Spectrum Time Warner setting new pole and boring across road to run cable marked wastewater main with green paint.

Stonewater lift station - 500 hr. preventive maintenance on generator at 11957 Johnson Rd.

Tur Weg Ln. to las Entradas lift station - hydro jet wastewater mains for maintenance.

Skysail going East ending at Gallant St. locate wastewater main and services the North side of front easements marked with green paint and flags.

Skysail going East ending at Gallant St. locate wastewater main and services the South side of front easements marked with green paint and flags.

Galant St going East to Maxa St. on the south side font easements including 50 ft radius of intersection of Skysail Dr and Gallant Street mark wastewater mains and services with green paint and flags.

Inspections

Stonewater North Phase 3 - 2-year warranty inspection.

End of West Carrie Manor St. by community center - New lift station by Austin Engineering construction laying force main.

Cottonwood Wastewater treatment Plant - Exfiltration test on manhole 5+42 passed.

Cottonwood Wastewater treatment Plant - Exfiltration test on manhole 14+90 passed.

St Joseph Church - preconstruction meeting off site utilities by JT,LZ,PG KIM TII Construction.

ShadowGlen section 28 lift station - lift station inspection - filled water level to 42 inches to top of lift station on 9-14-21 at 8am checked on 9-15-21 at 8 am water level at 42 inches passed inspection.

Manor Heights Phase 3 section 1 - wastewater mains and services by JL Construction.

End of West Carrie Manor St. by community center -New lift station pressure test force main installed by Austin Engineering Construction.

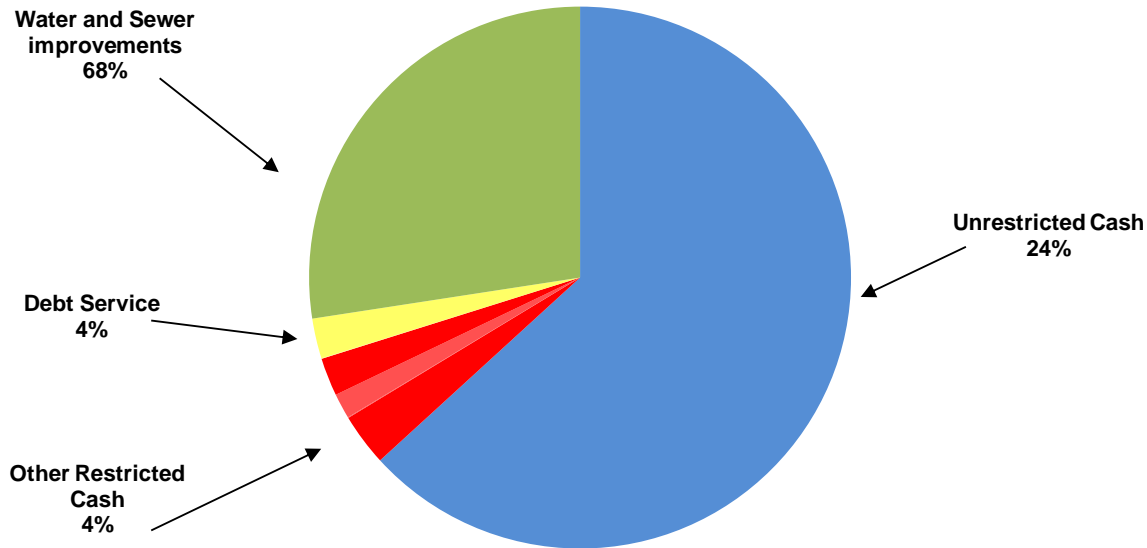
Cottonwood Wastewater treatment Plant - Exfiltration test on manhole 8+95 passed.

Manor Heights Phase 3 section 1 - installing wastewater main and clean outs by JL Construction.

Manor Heights Phase 3 section 1 - pressure test wastewater mains and vacuum test manholes by JL Gray Construction.

**CITY OF MANOR, TEXAS
CASH AND INVESTMENTS
As Of September, 2021**

| CASH AND INVESTMENTS | GENERAL FUND | UTILITY FUND | DEBT SERVICE FUND | SPECIAL REVENUE FUNDS | CAPITAL PROJECTS FUND | TOTAL |
|--------------------------------------|---------------------|---------------------|--------------------------|------------------------------|------------------------------|----------------------|
| Unrestricted: | | | | | | |
| Cash for operations | \$11,222,811 | \$ 9,266,203 | | | \$ - | \$ 20,489,014 |
| Restricted: | | | | | | |
| Tourism | | | | 1,011,476 | | 1,011,476 |
| Court security and technology | 12,663 | | | | | 12,663 |
| Rose Hill PID | | | | 488,231 | | 488,231 |
| Customer Deposits | | 737,215 | | | | 737,215 |
| Park | 8,934 | | | | | 8,934 |
| Debt service | | | 776,206 | | | 776,206 |
| Capital Projects | | | | | | |
| Water and sewer improvements | | - | | 8,888,028 | | 8,888,028 |
| TOTAL CASH AND INVESTMENTS | \$11,244,407 | \$10,003,418 | \$ 776,206 | \$ 10,387,735 | \$ - | \$ 32,411,766 |



Overview of funds:
 \$154,682.09 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



MEMO

To: Mayor and City Council Members
 From: Tracey Vasquez, Human Resources Manager
 Proposed Meeting Date: October 20, 2021
 RE: September 2021

Meetings and Events:

Manor Sesquicentennial Committee Meetings
 September 21, 2021

Economic Development Conference Calls and emails
(Outside Resources- PCDC)
 September 14, 2021
 September 24, 2021

City Council Meetings
 September 15, 2021
 Presented new health pool benefits for signature and approval for the Fiscal Year 2021-2022.
 Executive Session- Cancelled

September 2021

- Completed the Human Resources portion of FY 2021-2022 budget, regarding health insurance, vision, employee assistance contracts, and new Senate and House bill policies.
- Assisted ALL other departments with their portions of the FY 2021-2022 budget regarding, personnel, equipment and vehicle purchases, liability, Worker's Comp., etc.
- Establish job descriptions and pay ranges for newly requested positions with the City of Manor.
- Interview 3 candidates for the Presiding Judge and Associate Judge positions in the Court department.
- Participated in Leadership Manor government day.
- Attended Public Risk Management virtual engagement.



MEMO

- Attended a Financial Resource meeting with Northwestern Mutual.
- Day to day operations of the Human Resources department regarding property, liability, and worker's comp insurance. Assisted employees with specific needs regarding benefits claims, FMLA, and training schedules.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 93.983 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

BACKGROUND/SUMMARY:

A voluntary annexation petition was submitted by petitioners to annex 93.983 acres into the city limits. The attached ordinance is submitted to the City Council for first reading consideration to annex 93.983 acres into the city limits and complies with the City’s Charter and Chapter 43 of the Texas Local Government Code.

First Reading was approved by City Council on September 15, 2021.

LEGAL REVIEW: Yes
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Ordinance No. 623 Annexation for 93.983 acre tract

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the City Council approve the second and final reading of Ordinance No. 623 annexing 93.983 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

ORDINANCE NO. 623

AN ORDINANCE OF THE CITY OF MANOR, TEXAS ANNEXING 93.983 ACRES OF LAND, MORE OR LESS, LOCATED IN TRAVIS COUNTY, INCLUDING THE ABUTTING STREETS, ROADWAYS, AND RIGHTS-OF-WAY INTO THE CORPORATE LIMITS OF THE CITY, AT THE REQUEST OF THE PROPERTY OWNER; APPROVING AN AGREEMENT FOR THE PROVISION OF SERVICES FOR THE ANNEXED AREA; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR OPEN MEETINGS AND OTHER RELATED MATTERS.

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

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

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

WHEREAS, the City Council heard and has decided to grant the owners' request that the City annex said property;

WHEREAS, a public hearing was conducted prior to consideration of this Ordinance in accordance with §43.0673 of the *Tex. Loc. Gov't. Code*;

WHEREAS, notice of the public hearing was published not more than twenty (20) nor less than ten (10) days prior to the public hearing;

WHEREAS, the City intends to provide services to the property to be annexed according to the agreement for the provision of services attached hereto as Exhibit "B".

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

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

SECTION 2. All portions of the following described properties (hereinafter referred to as the "Annexed Property"), not previously annexed into the City, including the abutting streets, roadways and rights-of-way, are hereby annexed into the corporate limits of the City of Manor:

Being 93.983 acres of a tract of land situated in the Sumner Bacon Survey, Abstract Number 63, in Travis County, Texas, said land being more particularly described as the remainder of a called 39.135 acre tract of land (Tract One), the remainder of a called 39.135 acre tract of land (Tract Two), and the remainder of a called 20 acre tract of land (Tract three), conveyed to Mary Ruth Holley in Document No. 2009125123 and Document No. 2009125124, both of the Official Public Records of Travis County, Texas, and described in Volume 4234, Page 732, Deed Records of Travis County, Texas, said 93.983 tract of land being more particularly shown and described in the Exhibit "A" attached hereto and incorporated herein for all purposes.

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

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

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

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

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

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

SECTION 9. That it is hereby officially found and determined that the meeting at which this Ordinance is 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, Tex. Gov't. Code*.

PASSED AND APPROVED on First Reading this 15th day of September 2021.

FINALLY PASSED AND APPROVED on this 20th day of October 2021.

THE CITY OF MANOR, TEXAS

Dr. Larry Wallace Jr.,
Mayor

ATTEST:

Lluvia T. Almaraz,
City Secretary

Exhibit "A"

ANNEXED PROPERTY DESCRIPTION

93.983 ACRES
 (4,093,912 SQ. FT.)
 SUMNER BACON SURVEY, ABSTRACT NO. 63
 TRAVIS COUNTY TEXAS
 HOLLEY TRACT

FIELD NOTES

BEING ALL OF THAT CERTAIN 93.983 (4,093,912 SQ. FT.) ACRE TRACT OF LAND SITUATED IN THE SUMNER BACON SURVEY, ABSTRACT NUMBER 63, TRAVIS COUNTY, TEXAS, SAID LAND BEING MORE PARTICULARLY DESCRIBED AS THE REMAINDER OF A CALLED 39.135 ACRE TRACT OF LAND (TRACT ONE), THE REMAINDER OF A CALLED 39.135 ACRE TRACT OF LAND (TRACT TWO), AND THE REMAINDER OF A CALLED 20 ACRE TRACT OF LAND (TRACT THREE), CONVEYED TO MARY RUTH HOLLEY IN DOCUMENT NUMBER 2009125123 AND DOCUMENT NUMBER 2009125124, BOTH OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, AND DESCRIBED IN VOLUME 4234, PAGE 732, DEED RECORDS OF TRAVIS COUNTY TEXAS, SAID 93.983 ACRE (4,093,912 SQ. FT.) TRACT OF LAND, BEING MORE FULLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING, at a 1/2 inch aluminum capped iron rod found, stamped "TXDOT" in the southwest line of said 39.135 acre Tract One, being in the west right-of way line of F.M. 973 (R.O.W. varies), same being the northeast corner of a called 75.37 acre tract conveyed to the Board of Trustees of Manor Independent School District in Document Number 2008031946 Official Public Records of Travis County Texas, for the southeast corner and **POINT OF BEGINNING** of the herein described tract of land, from which a 1/8 inch capped iron rod found, stamped "BGE" in the east right-of-way line of said F.M. 973, bears S14°48'15"E a distance of 302.09 feet,

THENCE, With the common line of said 39.135 acre Tract One and said 75.37 acre tract, N62°32'47"W, a distance of 2808.00 feet to a 1/2 inch capped iron rod set stamped "CBD SETSTONE", being in the northeastern line of said 75.37 acre tract, also being the southernmost corner of a called 40.00 acre tract conveyed to Kenneth and Joyce Sprinkles in Volume 8947, Page 802, Real Property Records of Travis County, Texas, for the westernmost corner of the herein described tract of land, from which a 3/4 inch iron pipe found bears N62°32'47"W, a distance of 553.37 feet, being in the southwestern line of said 40.00 acre tract, also being the northernmost corner of a 3.56 acre tract conveyed to Aqua Water Supply Corporation in Document Number 2009010572 Official Public Records of Travis County, Texas,

THENCE, with the northwest line of said 39.135 acre Tract One, the northwest line of said 39.135 acre Tract two, and the southeast line of said 40.00 acre tract, N26°45'24"E, passing at a distance of 3.02 feet a 1/2 inch iron rod found, continuing for a total distance of 1462.16 feet to a 1/2 inch iron rod found, being the westernmost corner of a 29.682 acre tract of land conveyed to Robert and Lindsey Smith in Document Number 2016022751, Official Public Records of Travis County, Texas, for the northernmost corner of the herein described tract of land, from which a capped 1/2 inch iron rod found, stamped "BRYAN TECH", being in the eastern line of said 40.00 acre tract, also being the westernmost corner of a 25.585 acre tract conveyed to Robert and Lindsey Smith in Document Number 2016022747, Official Public Records of Travis County, Texas also being the northernmost corner of said 29.682 acre tract, bears N26°48'38"E, a distance of 765.12 feet

THENCE, continuing with the common boundary line of said 93.983 acre tract and said 29.682 acre tract, S62°13'24"E, passing at a distance of 1005.54 feet a 1/2 inch capped iron rod found stamped "BRYAN TECH" for the southernmost corner of said 29.682 acre tract, being at the westernmost corner of a called 12.334 acre tract conveyed to The Layla Trust in Document Number 2020009667, Official Public Records of Travis County, Texas, continuing for a total distance of 2809.36 feet to a 1/2 inch iron rod found in the west right-of-way line of said F.M. 973 (R.O.W. Varies), being at the southernmost corner of said 12.334 acre tract of land, same being at the beginning of a point of curvature to the right, for the easternmost corner of the herein described tract of land,

93.983 ACRES
(4,093,912 SQ. FT.)
SUMNER BACON SURVEY, ABSTRACT NO. 63
TRAVIS COUNTY TEXAS
HOLLEY TRACT

THENCE, along said curve to the right, with the west right-of-way line of said F.M. 973 (R.O.W. Varies) over and across said 39.135 acre Tract Two, having an arc length of 282.38 feet, a radius of 2764.79 feet, and whose chord bears S24°12'52"W, a distance of 282.26 feet to a 1/2 inch iron rod found for corner,

THENCE, S27°25'41"W, with the west right-of-way line of said F.M. 973, over and across said 39.135 acre Tract Two, said 20 acre Tract Three, and said 39.135 acre Tract One, a distance of 1164.39 feet to the **POINT OF BEGINNING** and containing 93.983 acres (4,093,912 SQ. FT.) of land.

Surveyed by:  7/27/2021

AARON V. THOMASON, R.P.L.S. NO. 6214
Carlson, Brigrance and Doering, Inc.
REG. #100248900
5501 West William Cannon
Austin, TX 78749
Ph: 512-280-5160 Fax: 512-280-5165
aaron@cbdeng.com



BEARING BASIS: TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE (4203)

ATA/NSP'S SURVEY OF 93.983 ACRES (4,093,912 SQ. FT.) OF LAND, SITUATED IN THE SUMNER BACON SURVEY, ABSTRACT #63 TRAVIS COUNTY, TEXAS, SAID TRACT BEING THE REMAINDER OF A CALLED 99.135 ACRE TRACT (TRACT ONE), THE REMAINDER OF A CALLED 99.135 ACRE TRACT (TRACT TWO), AND THE REMAINDER OF A CALLED 99 ACRE TRACT (TRACT THREE), CONVERTED TO MARY RUTH HOLLEY IN DOCUMENTS 2009125123 AND 2009125124, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY TEXAS, AND DESCRIBED IN VOLUME 4294, PAGE 732, DEED RECORDS OF TRAVIS COUNTY TEXAS.



FIELD NOTES

THE SURVEY OF 93.983 ACRES (4,093,912 SQ. FT.) OF LAND, SITUATED IN THE SUMNER BACON SURVEY, ABSTRACT #63 TRAVIS COUNTY, TEXAS, SAID TRACT BEING THE REMAINDER OF A CALLED 99.135 ACRE TRACT (TRACT ONE), THE REMAINDER OF A CALLED 99.135 ACRE TRACT (TRACT TWO), AND THE REMAINDER OF A CALLED 99 ACRE TRACT (TRACT THREE), CONVERTED TO MARY RUTH HOLLEY IN DOCUMENTS 2009125123 AND 2009125124, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY TEXAS, AND DESCRIBED IN VOLUME 4294, PAGE 732, DEED RECORDS OF TRAVIS COUNTY TEXAS.

THE SURVEY WAS MADE BY THE FOLLOWING PARTY:

DATE: 11/26/10

BY: [Signature]

THE SURVEY WAS MADE IN ACCORDANCE WITH THE FOLLOWING INSTRUMENTS:

INSTRUMENT NO. 1

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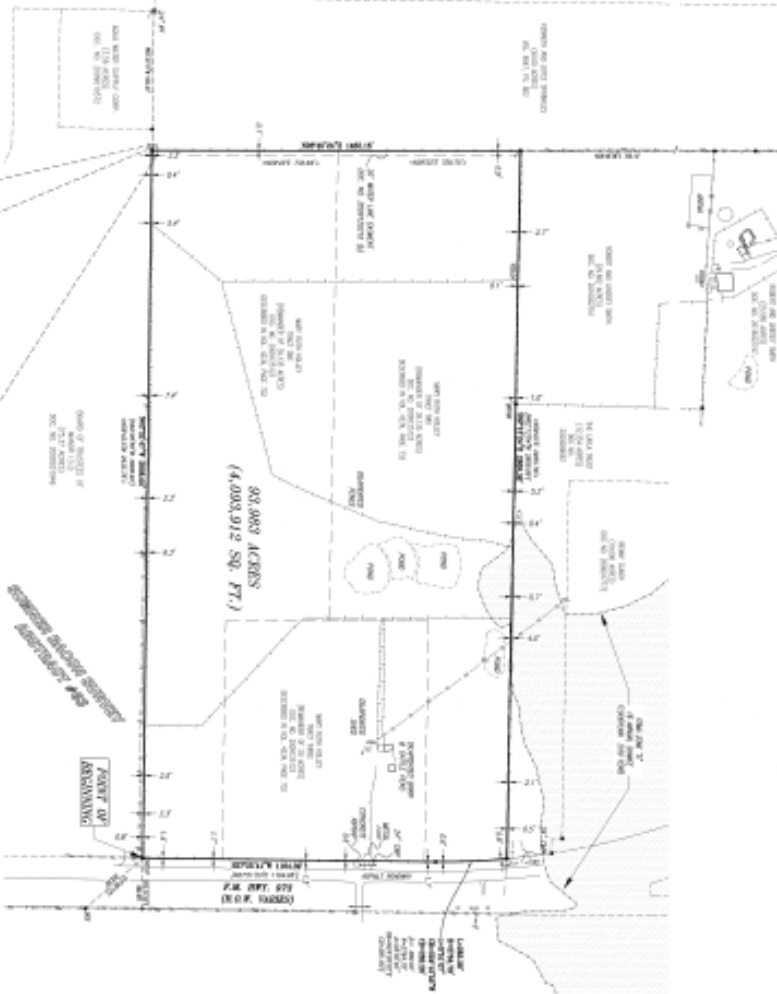
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THE SURVEY WAS MADE BY THE FOLLOWING PARTY:

DATE: 11/26/10

BY: [Signature]

THE SURVEY WAS MADE IN ACCORDANCE WITH THE FOLLOWING INSTRUMENTS:

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INSTRUMENT NO. 63

INSTRUMENT NO. 64

INSTRUMENT NO. 65

INSTRUMENT NO. 66

INSTRUMENT NO. 67

INSTRUMENT NO. 68

INSTRUMENT NO. 69

INSTRUMENT NO. 70

INSTRUMENT NO. 71

INSTRUMENT NO. 72

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INSTRUMENT NO. 89

INSTRUMENT NO. 90

INSTRUMENT NO. 91

INSTRUMENT NO. 92

INSTRUMENT NO. 93

INSTRUMENT NO. 94

INSTRUMENT NO. 95

INSTRUMENT NO. 96

INSTRUMENT NO. 97

INSTRUMENT NO. 98

INSTRUMENT NO. 99

INSTRUMENT NO. 100



Exhibit "B"
**AGREEMENT REGARDING POST-ANNEXATION PROVISION OF SERVICES
FOR PROPERTY TO BE ANNEXED INTO THE CITY OF MANOR**

[Insert executed Agreement]



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 42.921 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

BACKGROUND/SUMMARY:

A voluntary annexation petition was submitted by petitioners to annex 42.921 acres into the city limits. The attached ordinance is submitted to the City Council for first reading consideration to annex 93.983 acres into the city limits and complies with the City’s Charter and Chapter 43 of the Texas Local Government Code.

First Reading was approved by City Council on September 15, 2021.

LEGAL REVIEW: Yes
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Ordinance No. 624 Annexation for 42.921 acre tract

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the City Council approve the second and final reading of Ordinance No. 624 annexing 42.921 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

ORDINANCE NO. 624

AN ORDINANCE OF THE CITY OF MANOR, TEXAS ANNEXING 42.921 ACRES OF LAND, MORE OR LESS, LOCATED IN TRAVIS COUNTY, INCLUDING THE ABUTTING STREETS, ROADWAYS, AND RIGHTS-OF-WAY INTO THE CORPORATE LIMITS OF THE CITY, AT THE REQUEST OF THE PROPERTY OWNER; APPROVING AN AGREEMENT FOR THE PROVISION OF SERVICES FOR THE ANNEXED AREA; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR OPEN MEETINGS AND OTHER RELATED MATTERS.

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

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

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

WHEREAS, the City Council heard and has decided to grant the owners' request that the City annex said property;

WHEREAS, a public hearing was conducted prior to consideration of this Ordinance in accordance with §43.0673 of the *Tex. Loc. Gov't. Code*;

WHEREAS, notice of the public hearing was published not more than twenty (20) nor less than ten (10) days prior to the public hearing;

WHEREAS, the City intends to provide services to the property to be annexed according to the agreement for the provision of services attached hereto as Exhibit "B".

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

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

SECTION 2. All portions of the following described properties (hereinafter referred to as the "Annexed Property"), not previously annexed into the City, including the abutting streets, roadways and rights-of-way, are hereby annexed into the corporate limits of the City of Manor:

Being 42.921 acres of a tract of land situated in the Sumner Bacon Survey, Abstract Number 63, in Travis County, Texas, said land being more particularly described as all of a called 25.585 acre tract of land conveyed to Robert and Lindsey Smith in Document No. 2016022747 of the Official Public Records of Travis County, Texas, and the remainder of a called 29.682 acre tract of land conveyed to Robert and Lindsey Smith in Document No. 2016022751 of the Official Public Records of Travis County, Texas, said 42.921 tract of land being more particularly shown and described in the Exhibit "A" attached hereto and incorporated herein for all purposes.

ORDINANCE NO. 624

Page 2

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

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

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

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

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

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

SECTION 9. That it is hereby officially found and determined that the meeting at which this Ordinance is 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, Tex. Gov't. Code*.

PASSED AND APPROVED on First Reading this 15th day of September 2021.

FINALLY PASSED AND APPROVED on this 20th day of October 2021.

THE CITY OF MANOR, TEXAS

Dr. Larry Wallace Jr.,
Mayor

ATTEST:

Lluvia T. Almaraz,
City Secretary

Exhibit "A"

ANNEXED PROPERTY DESCRIPTION

42.921 ACRES
 (1,869,634 SQ. FT.)
 SUMNER BACON SURVEY, ABSTRACT NO. 63
 TRAVIS COUNTY TEXAS
 HOLLEY TRACT

FIELD NOTES

BEING ALL OF THAT CERTAIN 42.921 ACRE (1,869,634 SQ. FT.) TRACT OF LAND SITUATED IN THE SUMNER BACON SURVEY, ABSTRACT NUMBER 63, SITUATED IN TRAVIS COUNTY, TEXAS, SAID LAND BEING MORE PARTICULARLY DESCRIBED AS ALL OF A CALLED 25.585 ACRE TRACT OF LAND CONVEYED TO ROBERT AND LINDSEY SMITH IN DOCUMENT NUMBER 2016022747 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, AND THE REMAINDER OF A CALLED 29.682 ACRE TRACT OF LAND CONVEYED TO ROBERT AND LINDSEY SMITH IN DOCUMENT NUMBER 2016022751 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, SAID 42.921 ACRE (1,869,634 SQ. FT.) TRACT OF LAND, BEING MORE FULLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING, at a 1/2 inch iron rod found, being in the south right-of-way line of Anderson Road (R.O.W. Varies), also being in the southeast line of a called 40.00 acre tract of land conveyed to Kenneth and Joyce Sprinkles in Volume 8947, Page 802 of the Real Property Records of Travis County, Texas, being also a northwest corner of said 25.585 acre tract for a northwest corner and the **POINT OF BEGINNING** of the herein described tract of land,

THENCE, with the common line of said 25.585 acre tract and said Anderson Road (ROW Varies), the following two (2) courses and distances, numbered 1 and 2

- 1.) N62°25'38"E, a distance of 55.03 feet to a 1/2 inch iron rod found, for corner, and
- 2.) S63°17'54"E, a distance of 5.96' to a 1/2 inch capped iron rod set stamped "CBD SETSTONE", for corner, being the westernmost corner of a called 35.469 acre tract conveyed to Hau Wu and Lanfang Zhang in Document Number 2014104874 of the Official Public Records of Travis County, Texas, from which a 1/2 inch iron rod found bears N27°03'02"E, a distance of 1034.56 feet, being the northernmost corner of said 35.469 acre tract, also being the westernmost corner of a called 12.000 acre tract of land conveyed to Olmer Orellana in Document Number 2014160204 of the Official Public Records of Travis County, Texas

THENCE, with the common line of said 25.585 acre tract and said 35.469 acre tract the following three (3) courses and distances, numbered 1 through 3,

- 1.) S61°52'16"E, a distance of 742.87 feet to a 1/2 capped inch iron rod found, stamped "BRYAN TECH", for corner,
- 2.) S61°40'48"E, passing at a distance of 33.53 feet and 1.6 feet to the left a 1/2 inch iron rod found, and continuing for a total distance of 285.29 feet to a 1/2 capped inch iron rod found, for corner and
- 3.) S61°37'58"E, passing at a distance of 128.53 feet and 2.3 feet to the right a 1/2 inch iron rod found, and continuing for a total distance of 439.53 feet to a 4" concrete monument found, being the southernmost corner of said 35.469 acre tract, also being the westernmost corner of a called 6.789 acre tract conveyed to Vladimir M. Haviar in Document Number 2009019842 of the Official Public Records of Travis County, Texas,

THENCE, with the common line of said 25.585 acre tract and said 6.789 acre tract, S62°05'57"E, a distance of 162.99 feet to a capped 1/2 inch iron rod set stamped "CBD SETSTONE" for corner, being the easternmost corner of said 25.585 acre tract and being also the northernmost corner of a called 14.044 acres conveyed to Don Bayer and Jimmy Bayer in Document Number 2009122122 of the Official Public Records of Travis County, Texas,

42.921 ACRES
(1,869,634 SQ. FT.)
SUMNER BACON SURVEY, ABSTRACT NO. 63
TRAVIS COUNTY TEXAS
HOLLEY TRACT

THENCE, with the common line of said 25.585 acre tract, said 14.044 acre tract, and a called 19.000 acre tract conveyed to Benny Gundy in Document Number 2009017772, Official Public Records of Travis County, Texas, S51°49'49"W, passing at a distance of 690.10 feet a capped 1/2 inch iron found, being the northernmost corner of said 19.000 acre tract, same being the westernmost corner of said 14.044 acre tract and continuing for a total distance of 828.24 feet to a capped 1/2 inch iron rod found, being a northwest corner of said 19.000 acre tract, same being a northeast corner of a called 12.334 acre tract conveyed to The Layla Trust in Document Number 2020009667 of the Official Public Records of Travis County, Texas, for corner,

THENCE, with the common line of said 25.585 acre tract and said 12.334 acre tract, N60°12'14"W, a distance of 299.26 feet to a capped 1/2 inch iron rod found, stamped "BRYAN TECH", for corner, same being the northernmost corner of said 12.334 acre tract and the westernmost corner of the remainder of said 29.682 acre tract,

THENCE, with the common line of said 12.334 acre tract and the remainder of said 29.682 acre tract, S27°51'07"W, a distance of 734.09 feet to a capped 1/2 inch iron rod found stamped "BRYAN TECH", for the southernmost corner of the herein described tract of land, being the westernmost corner of said 12.334 acre tract, same being the southernmost corner of the remainder of said 29.682 acre tract, and being also in the northeast line of a called 39.135 acre tract (Tract Two) conveyed to Mary Ruth Holley in Document Number 2009125123 of the Official Public Records of Travis County, Texas and described in Volume 4234, Page 732, Deed Records of Travis County, Texas

THENCE, with the common line of said 39.135 acre tract and the remainder of said 29.682 acre tract, N62°13'53"W, a distance of 1005.54 feet to a capped 1/2 inch iron rod found, stamped "BRYAN TECH", for the westernmost corner of the herein described tract of land, same being the northernmost corner of said 39.125 acre tract, same being the southernmost corner of the remainder of said 29.682 acre tract, and being also in the southeast line of a said 40.00 acre tract,

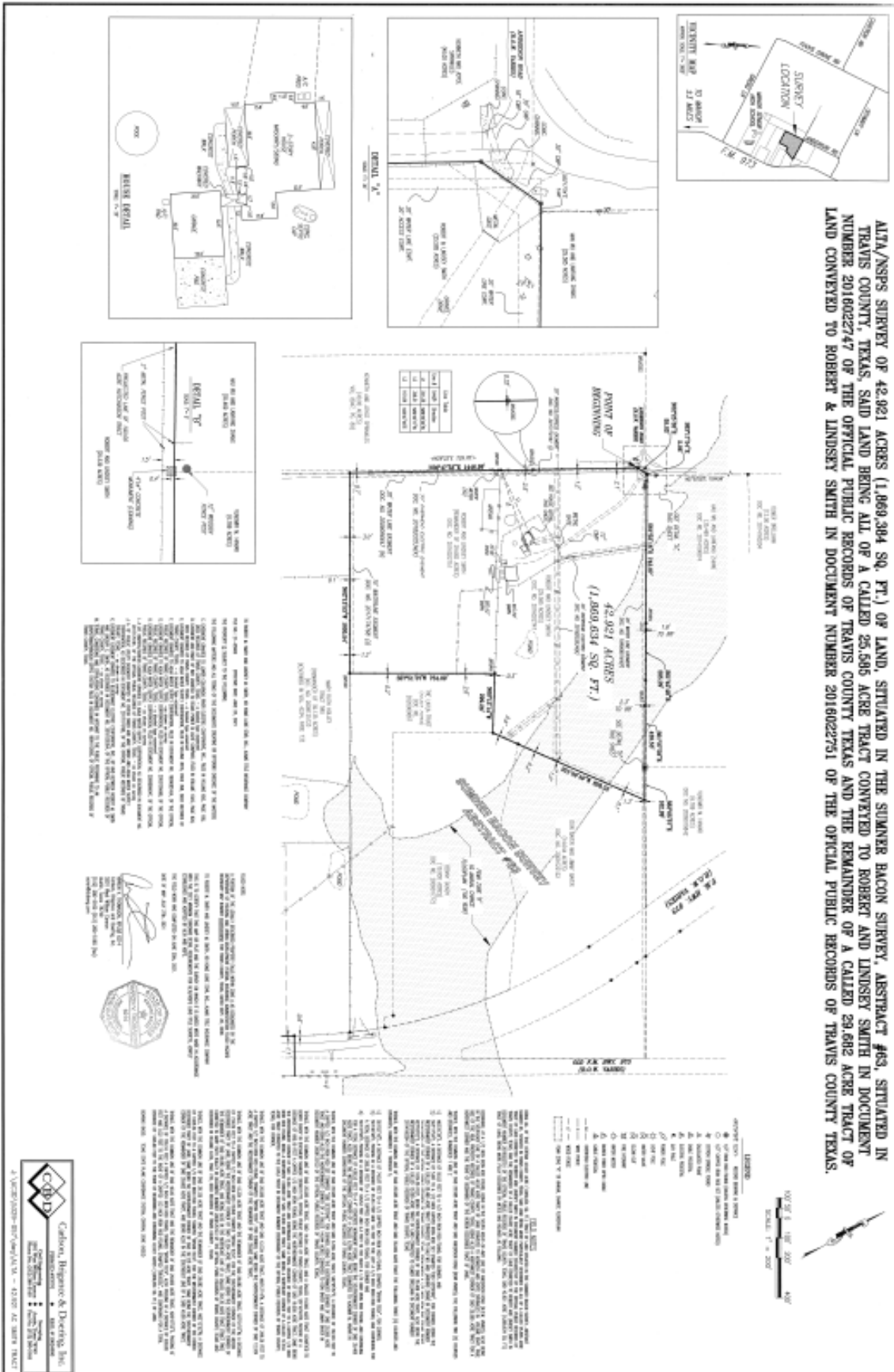
THENCE, with the common line of said 40.00 acre tract and the remainder of said 29.682 acre tract, N26°47'53"E, passing at a distance of 765.16 feet a capped 1/2 inch iron rod found, stamped "BRYAN TECH", also passing at a distance of 926.85 feet and 0.32 feet to the right of a capped 1/2 inch iron rod found, stamped "BRUSSEL", and continuing for a total distance of 1446.99 feet to the **POINT OF BEGINNING** and containing 42.921 acres (1,869,634 SQ. FT.) of land.

Surveyed by:  7/27/2021

AARON V. THOMASON, R.P.L.S. NO. 6214
Carlson, Brigance and Doering, Inc.
REG. #100248900
5501 West William Cannon
Austin, TX 78749
Ph: 512-280-5160 Fax: 512-280-5165
aaron@cbdeng.com



BEARING BASIS: TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE (4203)



ORDINANCE NO. 624

Page 6

Exhibit "B"
**AGREEMENT REGARDING POST-ANNEXATION PROVISION OF SERVICES
FOR PROPERTY TO BE ANNEXED INTO THE CITY OF MANOR**

[Insert executed Agreement]



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 15, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning 137 acres, more or less, out of the Sumner Bacon Survey, Abstract No. 63, and being located near the intersection of N. FM 973 and Arnhamn Lane, Manor, TX to Single Family Standard (SF-2).
Applicant: Carlson, Brigance & Doering, Inc.
Owner: Estate of Mary Ruth Arnold Holley

BACKGROUND/SUMMARY:

This property is in the process of being annexed into the city. This zoning has been filed to run concurrent with the annexation so process so when the City Council finalizes the annexation of the land into the city limits, they would also approve permanent zoning. The applicant is requesting SF-2 for the entirety of the property which is minimum 60' wide single-family lots.

P&Z voted 6-0 to approve with the recommendation that additional parkland be included in the design.

First Reading was approved by City Council on September 15, 2021.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Ordinance No. 625
- Letter of Intent
- Rezoning Map

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council approve the second and final reading of Ordinance No. 625 rezoning 137 acres, more or less, out of the Sumner Bacon Survey, Abstract No. 63, and being located near the intersection of N. FM 973 and Arnhamn Lane, Manor, TX to Single Family Standard (SF-2).

| | | | |
|--|---------------------------|--------------------|-------------|
| PLANNING & ZONING COMMISSION: | Recommend Approval | Disapproval | None |
| | X | | |

ORDINANCE NO. 625

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND TO SINGLE FAMILY STANDARD (SF-2); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

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

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

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

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

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

SECTION 2. Amendment of Ordinance. City of Manor Code of Ordinances Chapter 14 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 temporary zoning district Agricultural (A) to zoning district Single Family Standard (SF-2). The Property is accordingly hereby rezoned to Single Family Standard (SF-2).

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

PASSED AND APPROVED FIRST READING on this the 15th day of September 2021.

PASSED AND APPROVED SECOND AND FINAL READING on this the 20th day of October 2021.

THE CITY OF MANOR, TEXAS

Dr. Larry Wallace Jr.,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

EXHIBIT “A”

Property Legal Description:

93.983 ACRES
(4,093,912 SQ. FT.)
SUMNER BACON SURVEY, ABSTRACT NO. 63
TRAVIS COUNTY TEXAS
HOLLEY TRACT

FIELD NOTES

BEING ALL OF THAT CERTAIN 93.983 (4,093,912 SQ. FT.) ACRE TRACT OF LAND SITUATED IN THE SUMNER BACON SURVEY, ABSTRACT NUMBER 63, TRAVIS COUNTY, TEXAS, SAID LAND BEING MORE PARTICULARLY DESCRIBED AS THE REMAINDER OF A CALLED 39.135 ACRE TRACT OF LAND (TRACT ONE), THE REMAINDER OF A CALLED 39.135 ACRE TRACT OF LAND (TRACT TWO), AND THE REMAINDER OF A CALLED 20 ACRE TRACT OF LAND (TRACT THREE), CONVEYED TO MARY RUTH HOLLEY IN DOCUMENT NUMBER 2009125123 AND DOCUMENT NUMBER 2009125124, BOTH OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, AND DESCRIBED IN VOLUME 4234, PAGE 732, DEED RECORDS OF TRAVIS COUNTY TEXAS, SAID 93.983 ACRE (4,093,912 SQ. FT.) TRACT OF LAND, BEING MORE FULLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING, at a 1/2 inch aluminum capped iron rod found, stamped “TXDOT” in the southwest line of said 39.135 acre Tract One, being in the west right-of way line of F.M. 973 (R.O.W. varies), same being the northeast corner of a called 75.37 acre tract conveyed to the Board of Trustees of Manor Independent School District in Document Number 2008031946 Official Public Records of Travis County Texas, for the southeast corner and **POINT OF BEGINNING** of the herein described tract of land, from which a 1/2 inch capped iron rod found, stamped “BGE” in the east right-of-way line of said F.M. 973, bears S14°48’15”E a distance of 302.09 feet,

THENCE, With the common line of said 39.135 acre Tract One and said 75.37 acre tract, N62°32’47”W, a distance of 2808.00 feet to a 1/2 inch capped iron rod set stamped “CBD SETSTONE”, being in the northeastern line of said 75.37 acre tract, also being the southernmost corner of a called 40.00 acre tract conveyed to Kenneth and Joyce Sprinkles in Volume 8947, Page 802, Real Property Records of Travis County, Texas, for the westernmost corner of the herein described tract of land, from which a 3/4 inch iron pipe found bears N62°32’47”W, a distance of 553.37 feet, being in the southwestern line of said 40.00 acre tract, also being the northernmost corner of a 3.56 acre tract conveyed to Aqua Water Supply Corporation in Document Number 2009010572 Official Public Records of Travis County, Texas,

THENCE, with the northwest line of said 39.135 acre Tract One, the northwest line of said 39.135 acre Tract two, and the southeast line of said 40.00 acre tract, N26°45’24”E, passing at a distance of 3.02 feet a 1/2 inch iron rod found, continuing for a total distance of 1462.16 feet to a 1/2 inch iron rod found, being the westernmost corner of a 29.682 acre tract of land conveyed to Robert and Lindsey Smith in Document Number 2016022751, Official Public Records of Travis County, Texas, for the northernmost corner of the herein described tract of land, from which a capped 1/2 inch iron rod found, stamped “BRYAN TECH”, being in the eastern line of said 40.00 acre tract, also being the westernmost corner of a 25.585 acre tract conveyed to Robert and Lindsey Smith in Document Number 2016022747, Official Public Records of Travis County, Texas also being the northernmost corner of said 29.682 acre tract, bears N26°48’38”E, a distance of 765.12 feet

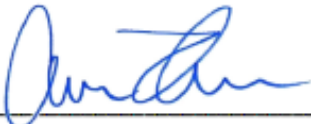
THENCE, continuing with the common boundary line of said 93.983 acre tract and said 29.682 acre tract, S62°13’24”E, passing at a distance of 1005.54 feet a 1/2 inch capped iron rod found stamped “BRYAN TECH” for the southernmost corner of said 29.682 acre tract, being at the westernmost corner of a called 12.334 acre tract conveyed to The Layla Trust in Document Number 2020009667, Official Public Records of Travis County, Texas, continuing for a total distance of 2809.36 feet to a 1/2 inch iron rod found in the west right-of-way line of said F.M. 973 (R.O.W. Varies), being at the southernmost corner of said 12.334 acre tract of land, same being at the beginning of a point of curvature to the right, for the easternmost corner of the herein described tract of land,

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93.983 ACRES
(4,093,912 SQ. FT.)
SUMNER BACON SURVEY, ABSTRACT NO. 63
TRAVIS COUNTY TEXAS
HOLLEY TRACT

THENCE, along said curve to the right, with the west right-of-way line of said F.M. 973 (R.O.W. Varies) over and across said 39.135 acre Tract Two, having an arc length of 282.38 feet, a radius of 2764.79 feet, and whose chord bears S24°12'52"W, a distance of 282.26 feet to a 1/2 inch iron rod found for corner,

THENCE, S27°25'41"W, with the west right-of-way line of said F.M. 973, over and across said 39.135 acre Tract Two, said 20 acre Tract Three, and said 39.135 acre Tract One, a distance of 1164.39 feet to the **POINT OF BEGINNING** and containing 93.983 acres (4,093,912 SQ. FT.) of land.

Surveyed by:  7/27/2021
AARON V. THOMASON, R.P.L.S. NO. 6214
Carlson, Brigrance and Doering, Inc.
REG. #100248900
5501 West William Cannon
Austin, TX 78749
Ph: 512-280-5160 Fax: 512-280-5165
aaron@cbdeng.com



BEARING BASIS: TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE (4203)

ALTA/SURVEY SURVEY OF 83.983 ACRES (4,093,912 SQ. FT.) OF LAND, SITUATED IN THE SUMNER BACON SURVEY, ABSTRACT #83 TRAVIS COUNTY, TEXAS, SAID TRACT OF LAND BEING THE REMAINDER OF A CALLED 39.135 ACRE TRACT (TRACT ONE), THE REMAINDER OF A CALLED 39.135 ACRE TRACT (TRACT TWO), AND THE REMAINDER OF A CALLED 20 ACRE TRACT (TRACT THREE), CONVERTED TO MARY RUTH HOLLEY IN DOCUMENTS 2009125123 AND 2009125124, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY TEXAS, AND DESCRIBED IN VOLUME 4234, PAGE 732, DEED RECORDS OF TRAVIS COUNTY TEXAS.

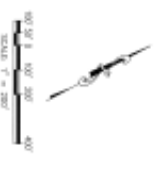
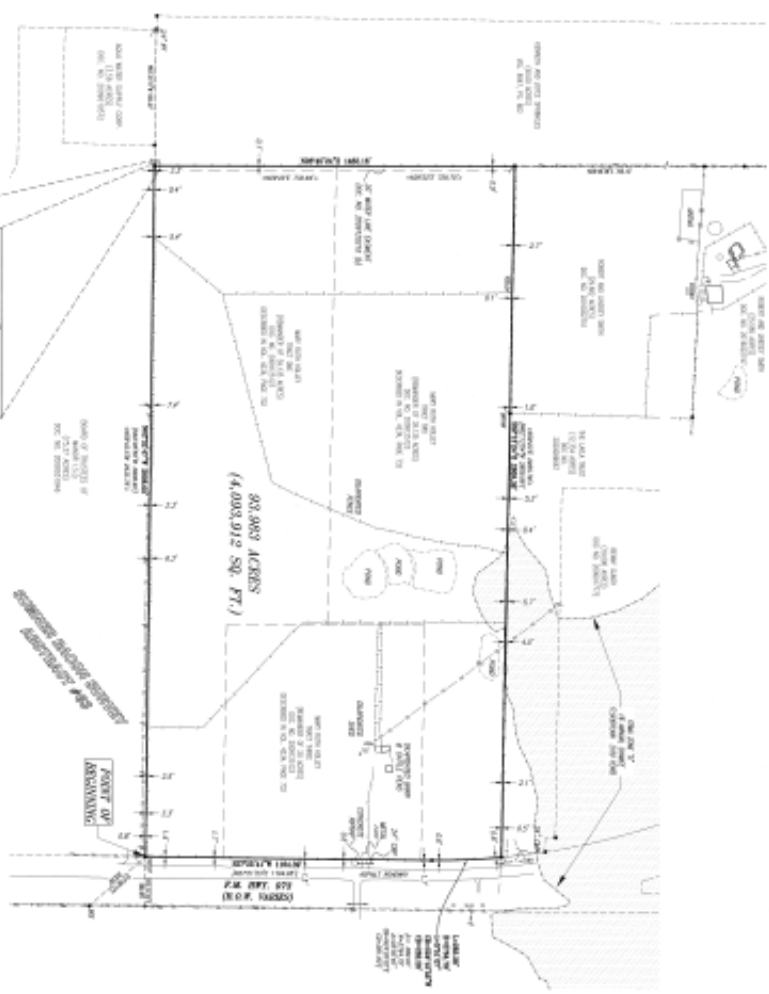


FIELD NOTES

THIS IS A SURVEY OF THE REMAINDER OF A CALLED 39.135 ACRE TRACT (TRACT ONE), THE REMAINDER OF A CALLED 39.135 ACRE TRACT (TRACT TWO), AND THE REMAINDER OF A CALLED 20 ACRE TRACT (TRACT THREE), CONVERTED TO MARY RUTH HOLLEY IN DOCUMENTS 2009125123 AND 2009125124, OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY TEXAS, AND DESCRIBED IN VOLUME 4234, PAGE 732, DEED RECORDS OF TRAVIS COUNTY TEXAS. THIS SURVEY IS A RECONSTRUCTION OF THE ORIGINAL SURVEY AS SHOWN ON THE ORIGINAL PLAT AND AS SHOWN ON THE ORIGINAL SURVEY MAPS AND AS SHOWN ON THE ORIGINAL SURVEY RECORDS. THE SURVEY IS A RECONSTRUCTION OF THE ORIGINAL SURVEY AS SHOWN ON THE ORIGINAL PLAT AND AS SHOWN ON THE ORIGINAL SURVEY MAPS AND AS SHOWN ON THE ORIGINAL SURVEY RECORDS. THE SURVEY IS A RECONSTRUCTION OF THE ORIGINAL SURVEY AS SHOWN ON THE ORIGINAL PLAT AND AS SHOWN ON THE ORIGINAL SURVEY MAPS AND AS SHOWN ON THE ORIGINAL SURVEY RECORDS.

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- 1. SURVEYED BY
- 2. DATE
- 3. INSTRUMENT
- 4. CORNER MARKS
- 5. BEARINGS
- 6. DISTANCES
- 7. AREA
- 8. OTHER DATA
- 9. NOTES
- 10. SIGNATURE
- 11. DATE
- 12. TITLE

CD
 Carlson, Higgins & Diering, Inc.
 21401 WISSON, 257-564-2414 • 433803 AC REALTY TRACT

42.921 ACRES
(1,869,634 SQ. FT.)
SUMNER BACON SURVEY, ABSTRACT NO. 63
TRAVIS COUNTY TEXAS
HOLLEY TRACT

FIELD NOTES

BEING ALL OF THAT CERTAIN 42.921 ACRE (1,869,634 SQ. FT.) TRACT OF LAND SITUATED IN THE SUMNER BACON SURVEY, ABSTRACT NUMBER 63, SITUATED IN TRAVIS COUNTY, TEXAS, SAID LAND BEING MORE PARTICULARLY DESCRIBED AS ALL OF A CALLED 25.585 ACRE TRACT OF LAND CONVEYED TO ROBERT AND LINDSEY SMITH IN DOCUMENT NUMBER 2016022747 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, AND THE REMAINDER OF A CALLED 29.682 ACRE TRACT OF LAND CONVEYED TO ROBERT AND LINDSEY SMITH IN DOCUMENT NUMBER 2016022751 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, SAID 42.921 ACRE (1,869,634 SQ. FT.) TRACT OF LAND, BEING MORE FULLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING, at a 1/2 inch iron rod found, being in the south right-of-way line of Anderson Road (R.O.W. Varies), also being in the southeast line of a called 40.00 acre tract of land conveyed to Kenneth and Joyce Sprinkles in Volume 8947, Page 802 of the Real Property Records of Travis County, Texas, being also a northwest corner of said 25.585 acre tract for a northwest corner and the **POINT OF BEGINNING** of the herein described tract of land,

THENCE, with the common line of said 25.585 acre tract and said Anderson Road (ROW Varies), the following two (2) courses and distances, numbered 1 and 2

- 1.) N62°25'38"E, a distance of 55.03 feet to a 1/2 inch iron rod found, for corner, and
- 2.) S63°17'54"E, a distance of 5.96' to a 1/2 inch capped iron rod set stamped "CBD SETSTONE", for corner, being the westernmost corner of a called 35.469 acre tract conveyed to Hau Wu and Lanfang Zhang in Document Number 2014104874 of the Official Public Records of Travis County, Texas, from which a 1/2 inch iron rod found bears N27°03'02"E, a distance of 1034.56 feet, being the northernmost corner of said 35.469 acre tract, also being the westernmost corner of a called 12.000 acre tract of land conveyed to Olmer Orellana in Document Number 2014160204 of the Official Public Records of Travis County, Texas

THENCE, with the common line of said 25.585 acre tract and said 35.469 acre tract the following three (3) courses and distances, numbered 1 through 3,

- 1.) S61°52'16"E, a distance of 742.87 feet to a 1/2 capped inch iron rod found, stamped "BRYAN TECH", for corner,
- 2.) S61°40'48"E, passing at a distance of 33.53 feet and 1.6 feet to the left a 1/2 inch iron rod found, and continuing for a total distance of 285.29 feet to a 1/2 capped inch iron rod found, for corner and
- 3.) S61°37'58"E, passing at a distance of 128.53 feet and 2.3 feet to the right a 1/2 inch iron rod found, and continuing for a total distance of 439.53 feet to a 4" concrete monument found, being the southernmost corner of said 35.469 acre tract, also being the westernmost corner of a called 6.789 acre tract conveyed to Vladimir M. Haviar in Document Number 2009019842 of the Official Public Records of Travis County, Texas,

THENCE, with the common line of said 25.585 acre tract and said 6.789 acre tract, S62°05'57"E, a distance of 162.99 feet to a capped 1/2 inch iron rod set stamped "CBD SETSTONE" for corner, being the easternmost corner of said 25.585 acre tract and being also the northernmost corner of a called 14.044 acres conveyed to Don Bayer and Jimmy Bayer in Document Number 2009122122 of the Official Public Records of Travis County, Texas,

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42.921 ACRES
(1,869,634 SQ. FT.)
SUMNER BACON SURVEY, ABSTRACT NO. 63
TRAVIS COUNTY TEXAS
HOLLEY TRACT


THENCE, with the common line of said 25.585 acre tract, said 14.044 acre tract, and a called 19.000 acre tract conveyed to Benny Gundy in Document Number 2009017772, Official Public Records of Travis County, Texas, S51°49'49"W, passing at a distance of 690.10 feet a capped 1/2 inch iron found, being the northernmost corner of said 19.000 acre tract, same being the westernmost corner of said 14.044 acre tract and continuing for a total distance of 828.24 feet to a capped 1/2 inch iron rod found, being a northwest corner of said 19.000 acre tract, same being a northeast corner of a called 12.334 acre tract conveyed to The Layla Trust in Document Number 2020009667 of the Official Public Records of Travis County, Texas, for corner,

THENCE, with the common line of said 25.585 acre tract and said 12.334 acre tract, N60°12'14"W, a distance of 299.26 feet to a capped 1/2 inch iron rod found, stamped "BRYAN TECH", for corner, same being the northernmost corner of said 12.334 acre tract and the westernmost corner of the remainder of said 29.682 acre tract,

THENCE, with the common line of said 12.334 acre tract and the remainder of said 29.682 acre tract, S27°51'07"W, a distance of 734.09 feet to a capped 1/2 inch iron rod found stamped "BRYAN TECH", for the southernmost corner of the herein described tract of land, being the westernmost corner of said 12.334 acre tract, same being the southernmost corner of the remainder of said 29.682 acre tract, and being also in the northeast line of a called 39.135 acre tract (Tract Two) conveyed to Mary Ruth Holley in Document Number 2009125123 of the Official Public Records of Travis County, Texas and described in Volume 4234, Page 732, Deed Records of Travis County, Texas

THENCE, with the common line of said 39.135 acre tract and the remainder of said 29.682 acre tract, N62°13'53"W, a distance of 1005.54 feet to a capped 1/2 inch iron rod found, stamped "BRYAN TECH", for the westernmost corner of the herein described tract of land, same being the northernmost corner of said 39.125 acre tract, same being the southernmost corner of the remainder of said 29.682 acre tract, and being also in the southeast line of a said 40.00 acre tract,

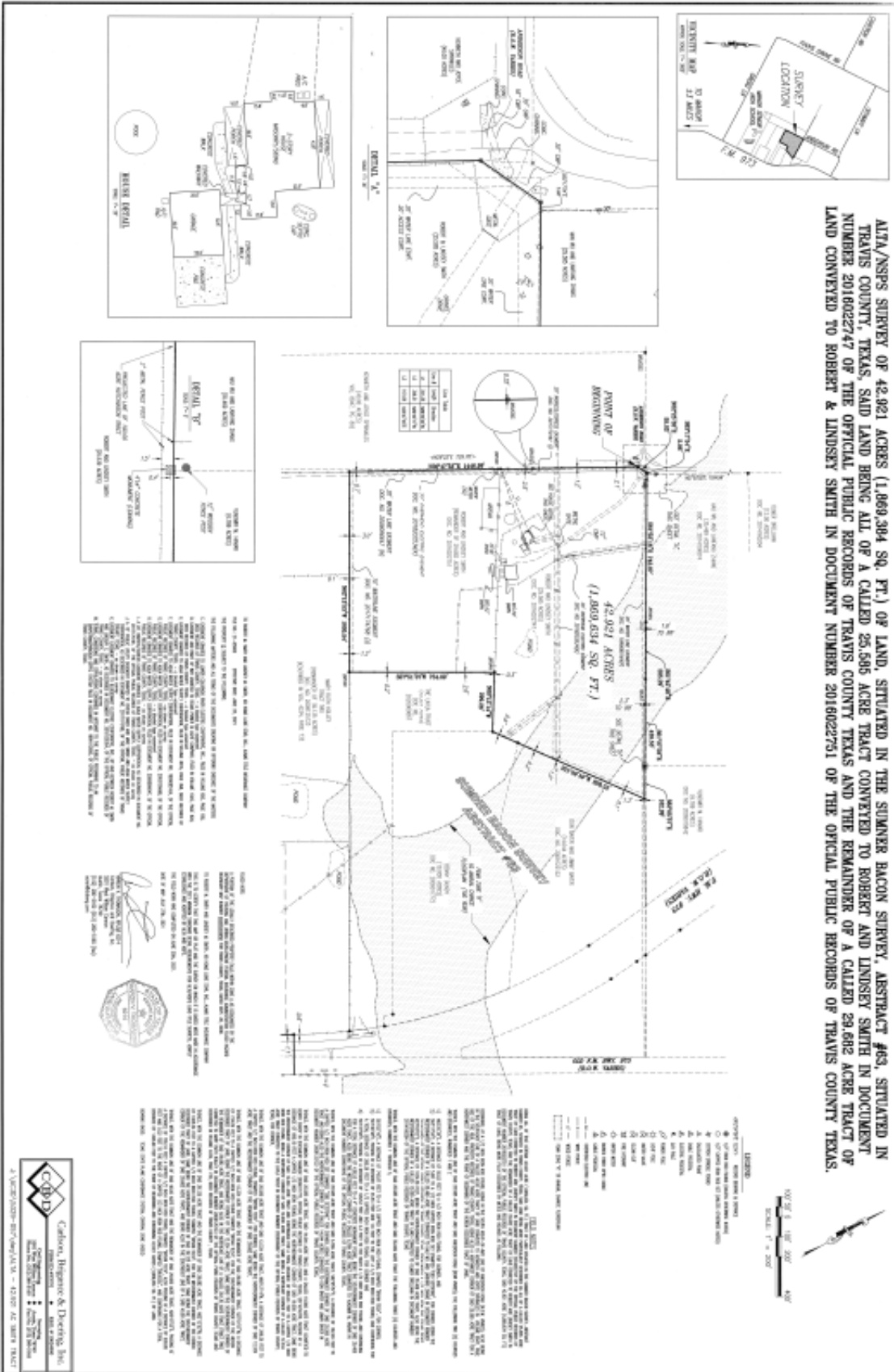
THENCE, with the common line of said 40.00 acre tract and the remainder of said 29.682 acre tract, N26°47'53"E, passing at a distance of 765.16 feet a capped 1/2 inch iron rod found, stamped "BRYAN TECH", also passing at a distance of 926.85 feet and 0.32 feet to the right of a capped 1/2 inch iron rod found, stamped "BRUSSEL", and continuing for a total distance of 1446.99 feet to the **POINT OF BEGINNING** and containing 42.921 acres (1,869,634 SQ. FT.) of land.

Surveyed by:  7/27/2021
AARON V. THOMASON, R.P.L.S. NO. 6214
Carlson, Brigance and Doering, Inc.
REG. #100248900
5501 West William Cannon
Austin, TX 78749
Ph: 512-280-5160 Fax: 512-280-5165
aaron@cbdeng.com



BEARING BASIS: TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE (4203)

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Carlson, Brigance & Doering, Inc.
Civil Engineering ❖ Surveying

August 13, 2021

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

RE: Holley-Smith Tracts

Re-Zoning Application Letter of Intent

Dear Mr. Dunlop,

On behalf of the owner, Carlson, Brigance & Doering, Inc. respectfully submits this application for a re-zoning of the Holley and Smith properties. The collective properties are a total of 136.90 acres of land currently in the ETJ of the City of Manor. A separate petition for annexation has already been submitted for these respective tracts and is scheduled for processing at the next City of Manor City Council meeting. This request for re-zoning is to enter into the City of Manor city limits as a SF-2 zoned development.

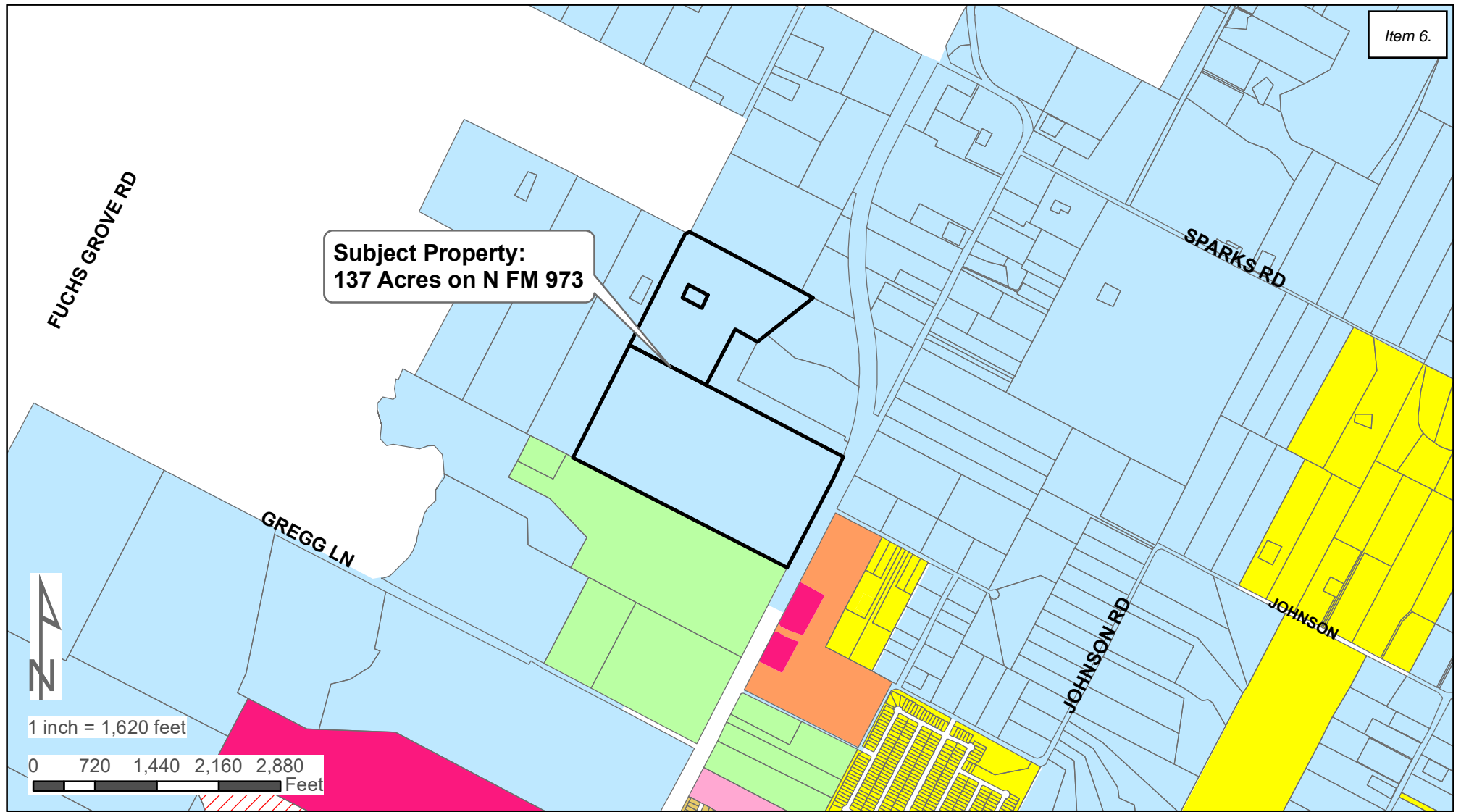
The property under consideration is located immediately adjacent to the Manor ISD Senior High School and Athletic Complex. The other surrounding land uses are residential in scope either within the Manor city limits or further ETJ. The request for SF-2 zoning is compatible with these surrounding land uses as it would present a transitional development of single-family residential into the more rural residential development in the city's ETJ.

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 application.

Respectfully,

Carlson, Brigance & Doering, Inc.

Geoff Guerrero
Senior Planner



Proposed Zoning: SF-2 Single Family Standard

| Zone | | | |
|------|-------------------------------|--|--------------------------------|
| | A - Agricultural | | C-3 - Heavy Commercial |
| | SF-1 - Single Family Suburban | | NB - Neighborhood Business |
| | SF-2 - Single Family Standard | | DB - Downtown Business |
| | TF - Two Family | | I-2 - Institutional Large |
| | MF-1 - Multi-Family 15 | | GO - General Office |
| | MF-2 - Multi-Family 25 | | C-1 - Light Commercial |
| | | | C-2 - Medium Commercial |
| | | | MH-1 - Manufactured Home |
| | | | I-1 - Institutional Small |
| | | | IN-1 - Light Industrial |
| | | | IN-2 - Heavy Industrial |
| | | | PUD - Planned Unit Development |
| | | | Un - Undeveloped |
| | | | ETC |



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 30.8643 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

BACKGROUND/SUMMARY:

A voluntary annexation petition was submitted by petitioners to annex 30.8643 acres into the city limits. The attached ordinance is submitted to the City Council for first reading consideration to annex 30.8643 acres into the city limits and complies with the City’s Charter and Chapter 43 of the Texas Local Government Code.

LEGAL REVIEW: Yes
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Ord 626 Annexation for 30.8643 acre tract

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the City Council approve the second and final reading of Ordinance No. 626 annexing 30.8643 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

ORDINANCE NO. 626

AN ORDINANCE OF THE CITY OF MANOR, TEXAS ANNEXING 30.8643 ACRES OF LAND, MORE OR LESS, LOCATED IN TRAVIS COUNTY, INCLUDING THE ABUTTING STREETS, ROADWAYS, AND RIGHTS-OF-WAY INTO THE CORPORATE LIMITS OF THE CITY, AT THE REQUEST OF THE PROPERTY OWNER; APPROVING AN AGREEMENT FOR THE PROVISION OF SERVICES FOR THE ANNEXED AREA; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR OPEN MEETINGS AND OTHER RELATED MATTERS.

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

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

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

WHEREAS, the City Council heard and has decided to grant the owners' request that the City annex said property;

WHEREAS, a public hearing was conducted prior to consideration of this Ordinance in accordance with §43.0673 of the *Tex. Loc. Gov't. Code*;

WHEREAS, notice of the public hearing was published not more than twenty (20) nor less than ten (10) days prior to the public hearing;

WHEREAS, the City intends to provide services to the property to be annexed according to the agreement for the provision of services attached hereto as Exhibit "B".

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

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

SECTION 2. All portions of the following described properties (hereinafter referred to as the "Annexed Property"), not previously annexed into the City, including the abutting streets, roadways and rights-of-way, are hereby annexed into the corporate limits of the City of Manor:

Being 30.8643 acres of a tract of land out of the Greenberry Gates Survey No. 63, Abstract No. 315, in Travis County, Texas and being all of a called 31.02 acre tract conveyed to Elsie Frances Wier in Document No. 1999148737, Official Public Records of Travis County, Texas, said 30.8643 tract of land being more particularly shown and described in the Exhibit "A" attached hereto and incorporated herein for all purposes.

ORDINANCE NO. 626

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

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

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

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

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

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

SECTION 9. That it is hereby officially found and determined that the meeting at which this Ordinance is 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, Tex. Gov't. Code*.

PASSED AND APPROVED on First Reading this 15th day of September 2021.

FINALLY PASSED AND APPROVED on this 20th day of October 2021.

THE CITY OF MANOR, TEXAS

Dr. Larry Wallace Jr.,
Mayor

ATTEST:

Lluvia T. Almaraz,
City Secretary

Exhibit "A"

ANNEXED PROPERTY DESCRIPTION

Exhibit "A" – Legal Description

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



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

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

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

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

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

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

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

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

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

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

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

NOTE:

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



 7/31/2019

 Steven M. Duarte, RPLS #5940

 4Ward Land Surveying, LLC



Exhibit “B”
AGREEMENT REGARDING POST-ANNEXATION PROVISION OF SERVICES
FOR PROPERTY TO BE ANNEXED INTO THE CITY OF MANOR

[Insert executed Agreement]



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Second and Final Reading: Consideration, discussion, and possible action on of an ordinance zoning 30.8643 acres of land, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being located at 13119 US Hwy 290 E, Manor, TX to Medium Commercial (C-2) and Multi-Family 25 (MF-2).

Applicant: Jackson Walker, LLP

Owner: Manor RV Park, LLC

BACKGROUND/SUMMARY:

This property is in the process of being annexed and along with their annexation, the property owner has filed this zoning request. The property has a vested (grandfathered) use as an RV Park with the County and under State regulations they are permitted that entitlement. If the zoning is approved, their use of the property as an RV Park, if developed, would be a non-conforming use that if discontinued for a 90-day period could not be resumed.

P&Z voted 6-0 to approve with the condition that the use if discontinued for a 90-day period could not be resumed.

First Reading was approved by City Council on September 15, 2021.

LEGAL REVIEW: Yes

FISCAL IMPACT:

PRESENTATION: No

ATTACHMENTS: Yes

- Ord 627 Zoning for 30.8643 acre tract
- Rezoning Map
- C-2 and MF areas map

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the City Council approve the second and final reading of Ordinance No. 627 zoning 30.8643 acres of land, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being located at 13119 US Hwy 290 E, Manor, TX to Medium Commercial (C-2) and Multi-Family 25 (MF-2), with a condition that the use of the property as an RV Park, if developed, shall be a non-conforming use which shall not terminate upon the sale or conveyance of the property or damage to or destruction of the RV Park, but shall terminate only when the RV Park use ceases for a period of 90 consecutive days or longer.

| | | | |
|--|---------------------------|--------------------|-------------|
| PLANNING & ZONING COMMISSION: | Recommend Approval | Disapproval | None |
| | X | | |

ORDINANCE NO. 627

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY ZONING A PARCEL OF LAND TO MEDIUM COMMERCIAL (C-2) AND MULTI-FAMILY 25 (MF-2); MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

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

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 zoning and forwarded its recommendation on the zoning to the City Council;

WHEREAS, after publishing notice of the public hearing 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 zoning the Property as set forth in Section 3.

SECTION 3. Zoned Property. The Zoning Ordinance is hereby amended by providing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property") changed from the temporary zoning of Agricultural District "A" to Medium Commercial (C-2) and Multi-Family 25 (MF-2), with the following conditions: (i) the use of the Property as an RV Park, if developed, shall be a non-conforming use which shall not terminate upon the sale or conveyance of the Property or damage to or destruction of the RV Park, but shall terminate only when the RV Park use ceases for a period of 90 consecutive days or longer; and (ii) except for dwelling units financed through low-income housing tax credits, no more than twenty-five percent of the total dwelling units shall be or designed for use as affordable housing.

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, Chapter 551 of the Texas Government Code.

ORDINANCE NO. 627

PASSED AND APPROVED FIRST READING on this the 15th day of September 2021.

PASSED AND APPROVED SECOND AND FINAL READING on this the 20th day of October 2021.

THE CITY OF MANOR, TEXAS

Dr. Larry Wallace Jr.,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC,
City Secretary

EXHIBIT “A”**Property Address:**

13119 US Hwy 290 E, Manor, TX 78653

Property Legal Description**Tract 1 - Medium Commercial (C-2):**

Being a description of a tract of land containing 6.7962 acres (296,063 Square Feet) of land, being out of the Greenberry Gates Survey No. 63, Abstract No. 315 in Travis County, Texas, Being a portion of a called 30.8643 acre tract conveyed to Manor RV Park, LLC in Document No. 2019179489 of the Official Public Records of Travis County, Texas, said 6.7962 acres being more particularly described by metes and bounds in Exhibit “A”, Tract 1 attached hereto and incorporated herein for all purposes.

Tract 2 - Multi-Family 25 (MF-2):

Being a description of a tract of land containing 24.0681 acres (1,048,407 Square Feet) of land, being out of the Greenberry Gates Survey No. 63, Abstract No. 315 in Travis County, Texas, Being a portion of a called 30.8643 acre tract conveyed to Manor RV Park, LLC in Document No. 2019179489 of the Official Public Records of Travis County, Texas, said 24.0681 acres being more particularly described by metes and bounds in Exhibit “A”, Tract 2 attached hereto and incorporated herein for all purposes.

ORDINANCE NO. 627

Page 4

EXHIBIT "A"
Tract 1

(Zoning Exhibit)
Greenberry Gates Survey No. 63, Abstract No. 315
City of Manor, Travis County, Texas

Legal Description

BEING A DESCRIPTION OF A TRACT OF LAND CONTAINING 6.7962 ACRES (296,063 SQUARE FEET) OF LAND, BEING OUT OF THE GREENBERRY GATES SURVEY NO. 63, ABSTRACT NO. 315, IN TRAVIS COUNTY, TEXAS, BEING A PORTION OF A CALLED 30.8643 ACRE TRACT CONVEYED TO MANOR RV PARK, LLC IN DOCUMENT NO. 2019179489 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS (O.P.R.T.C.T.), SAID 6.7962 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:



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

BEGINNING, at a 1/2-inch iron rod with "4Ward Boundary" cap set in the south right-of-way line of US Highway 290 (240' right-of-way), being the most northerly northwest corner of said 30.8643 acre tract, and being the northeast corner of a called 1.50 acre tract conveyed to Greystone Holdings, LLC in Document No. 2005016761 (O.P.R.T.C.T.), for the northwest corner and **POINT OF BEGINNING** hereof, from which a 3/8-inch iron rod found bears, S11°00'39"W, a distance of 1.00 feet, and also from which, a 1/2-inch iron pipe found in the south right-of-way line of said US 290, and being the northeast corner of a called 1.002 acre tract partially conveyed to Daniel Perez in Document No. 2012110051 (O.P.R.T.C.T.), and partially to Celia Enriquez-Felipe in Document No. 2015030029 (O.P.R.T.C.T.), and being the northwest corner of said Greystone Holdings tract, bears, S85°56'14"W, a distance of 155.12 feet;

THENCE, with the south right-of-way line of said US 290 and the north line of said 30.8643 acre tract, the following three (3) courses and distances:

1. N85°56'14"E, a distance of 778.45 feet to a disturbed TxDot Type 1 concrete monument found for the northeast corner hereof,
2. S03°55'51"E, a distance of 158.46 feet to a leaning TxDot Type 1 concrete monument found for an angle point hereof, said point being in the called west line of an abandoned County Road (no dedication/vacation information found), and
3. S61°43'23"E, a distance of 30.06 feet to a 1/2-inch iron rod found for an angle point hereof, said point being in the called centerline of said abandoned County Road, and being a corner in the east line of said 30.8643 acre tract;

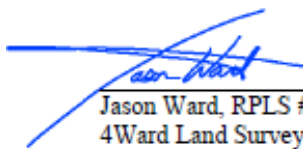
THENCE, with the called centerline of said abandoned County Road and the east line of said 30.8643 acre tract, S27°05'58"W, a distance of 222.57 feet to a calculated point for the southeast corner hereof;

THENCE, over and across said 30.8643 acre tract, S85°56'14"W, a distance of 786.61 feet to a calculated point for the southwest corner hereof, said point being in the west line of said 30.8643 acre tract, also being in the east line of said Greystone Holdings tract, from which a 1-inch iron pipe found for an internal ell-corner in the west line of said 30.8643 acre tract, being the southeast corner of said Greystone Holdings tract, bears, S11°00'39"W, a distance of 59.35 feet;

THENCE, with the common line of said 30.8643 acre tract and said Greystone Holdings tract, N11°00'39"E, a distance of 378.01 feet to the **POINT OF BEGINNING**, and containing 6.7962 Acres (296,063 Square Feet) more or less.

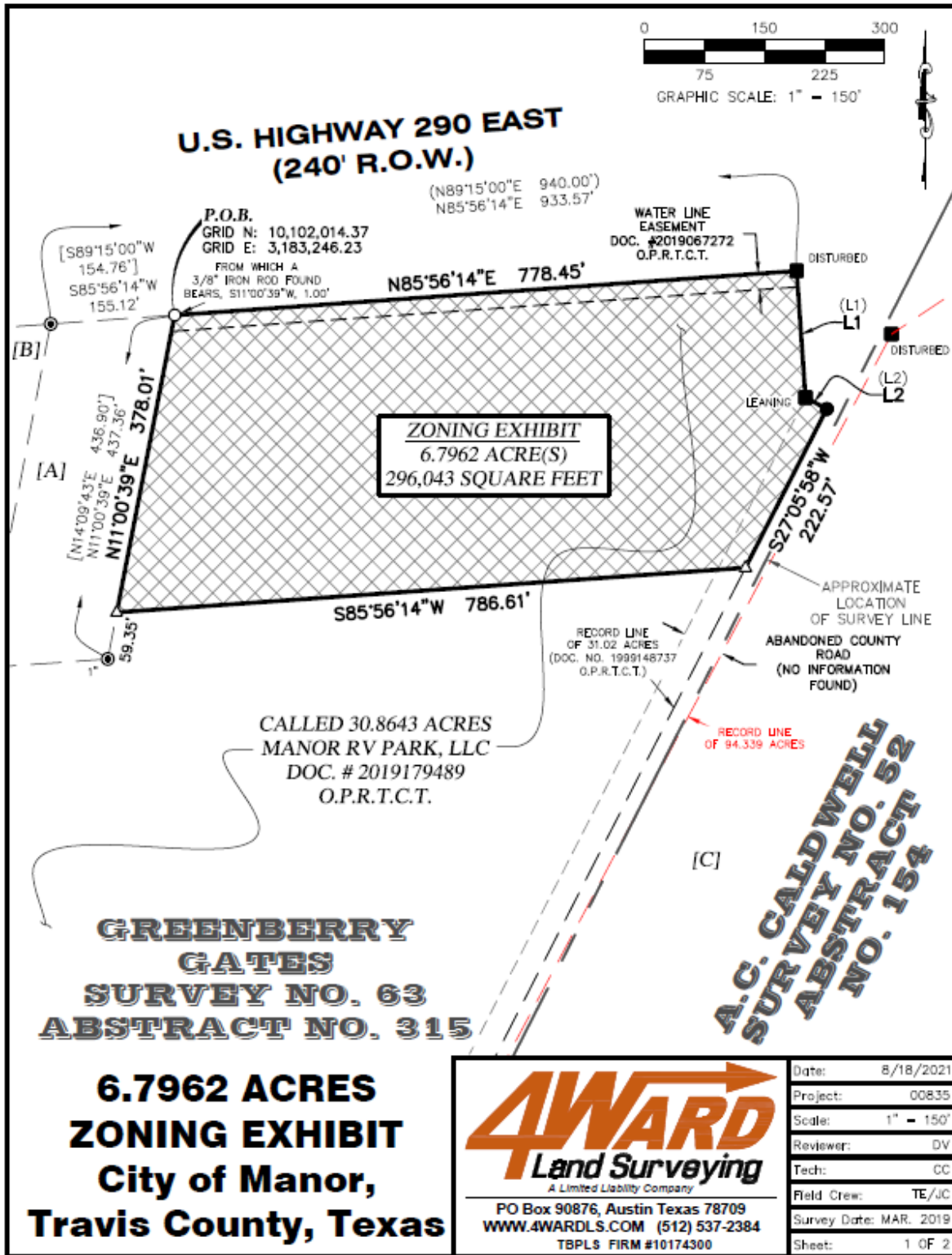
Notes:

All bearings are based on the Texas State Plane Coordinate System, Grid North, Central Zone (4203); all distances were adjusted to surface using a combined scale factor of 1.000079893396. See attached sketch (reference drawing: 00835_ZE-2.dwg.)


8/18/21
Jason Ward, RPLS #5811
4Ward Land Surveying, LLC



References:
TCAD Parcel #236864
COA GRID #U29 & V29



| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | DIRECTION | LENGTH |
| L1 | S03°55'51"E | 158.46' |
| L2 | S61°43'23"E | 30.06' |

| RECORD LINE TABLE | | |
|-------------------|-------------|---------|
| LINE # | DIRECTION | LENGTH |
| (L1) | S01°15'00"E | 168.40' |
| (L2) | S60°00'00"E | 30.00' |

| LEGEND | |
|--------------|---|
| | PROPERTY LINE |
| | EXISTING PROPERTY LINES |
| | 1/2" IRON ROD FOUND (UNLESS NOTED) |
| | 1/2" IRON ROD WITH "4WARD BOUNDARY" CAP SET |
| | 1/2" IRON PIPE FOUND (UNLESS NOTED) |
| | CALCULATED POINT |
| | TXDOT TYPE I CONCRETE MONUMENT FOUND |
| DOC. # | DOCUMENT NUMBER |
| VOL./PG. | VOLUME, PAGE |
| R.O.W. | RIGHT-OF-WAY |
| P.O.B. | POINT OF BEGINNING |
| R.P.R.T.C.T. | REAL PROPERTY RECORDS, TRAVIS COUNTY, TEXAS |
| O.P.R.T.C.T. | OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS |
| D.R.T.C.T. | DEED RECORDS, TRAVIS COUNTY, TEXAS |
| (.....) | RECORD INFORMATION PER DOC. #1999148737 |
| [.....] | RECORD INFORMATION PER DOC. # 2005016761 |

[A]
 CALLED 1.50 ACRES
 GREYSTONE
 HOLDINGS, LLC
 DOC. # 2005016761
 O.P.R.T.C.T.

[B]
 CALLED 1.002 ACRES
 DANIEL PEREZ
 DOC. # 2012110051
 O.P.R.T.C.T.
 CELIA ENRIQUEZ-FELIPE
 DOC. # 2015030029

[C]
 CALLED 94.339 ACRES
 GINSEL FAMILY, LTD.
 DOC. # 2006248015
 O.P.R.T.C.T.
 DESCRIBED IN
 METES & BOUNDS
 IN DOC. # 2004055639
 O.P.R.T.C.T.
 AND
 VOL. 3120, PG. 698
 D.R.T.C.T.

8/18/2021



NOTES:

1) ALL BEARINGS ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, GRID NORTH, CENTRAL ZONE, (4203), NAD83, ALL DISTANCES WERE ADJUSTED TO SURFACE USING A COMBINED SCALE FACTOR OF 1.000079893396.

2) SEE ATTACHED METES AND BOUNDS DESCRIPTION.

TCAD PARCEL #236864
 COA CITY GRID #J29 & V29

**6.7962 ACRES
 ZONING EXHIBIT
 City of Manor,
 Travis County, Texas**

4WARD
 Land Surveying
 A Limited Liability Company
 PO Box 90876, Austin Texas 78709
 WWW.4WARDLS.COM (512) 537-2384
 TBPLS FIRM #10174300

| | |
|--------------|-----------|
| Date: | 8/18/2021 |
| Project: | 00835 |
| Scale: | N/A |
| Reviewer: | DV |
| Tech: | CC |
| Field Crew: | TE/JC |
| Survey Date: | MAR. 2019 |
| Sheet: | 2 OF 2 |

P:\00835\dwg\00835_2E-2.dwg

EXHIBIT "A"
Tract 2

(Zoning Exhibit)
Greenberry Gates Survey No. 63, Abstract No. 315
City of Manor, Travis County, Texas

Legal Description

BEING A DESCRIPTION OF A TRACT OF LAND CONTAINING 24.0681 ACRES (1,048,407 SQUARE FEET) OF LAND, BEING OUT OF THE GREENBERRY GATES SURVEY NO. 63, ABSTRACT NO. 315, IN TRAVIS COUNTY, TEXAS, BEING A PORTION OF A CALLED 30.8643 ACRE TRACT CONVEYED TO MANOR RV PARK, LLC IN DOCUMENT NO. 2019179489 OF THE OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS (O.P.R.T.C.T.), SAID 24.0681 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:



PO Box 90876
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COMMENCING, at a 1/2-inch iron rod with "4Ward Boundary" cap set in the south right-of-way line of US Highway 290 (240' right-of-way), being the most northerly northwest corner of said 30.8643 acre tract, and being the northeast corner of a called 1.50 acre tract conveyed to Greystone Holdings, LLC in Document No. 2005016761 (O.P.R.T.C.T.), from which a 3/8-inch iron rod found bears, S11°00'39"W, a distance of 1.00 feet, and also from which, a 1/2-inch iron pipe found in the south right-of-way line of said US 290, and being the northeast corner of a called 1.002 acre tract partially conveyed to Daniel Perez in Document No. 2012110051 (O.P.R.T.C.T.), and partially to Celia Enriquez-Felipe in Document No. 2015030029 (O.P.R.T.C.T.), and being the northwest corner of said Greystone Holdings tract, bears, S85°56'14"W, a distance of 155.12 feet;

THENCE, leaving the south right-of-way US Highway 290, with the common line of said 30.8643 acre tract and the east line of said Greystone Holdings tract, S11°00'39"E, a distance of 378.01 feet to a calculated point for the most northerly northwest corner and POINT OF BEGINNING hereof;

THENCE, over and across said 30.8643 acre tract, N85°56'14"E, a distance of 786.61 feet to a calculated point for the northeast corner hereof, said point being in the called centerline of said abandoned County Road, and being in the east line of said 30.8643 acre tract;

THENCE, with the called centerline of said abandoned County Road and the east line of said 30.8643 acre tract, S27°05'58"W, a distance of 1,568.72 feet to a 1/2-inch iron rod with "4Ward Boundary" cap set for an angle point hereof, said point being at the intersection of the west line of a called 94.339 acre tract conveyed to Ginsel Family Ltd., in Document No. 2006248015 (O.P.R.T.C.T.), said tract being described by metes and bounds in Document No. 2004055639 (O.P.R.T.C.T.), and in Volume 3120, Page 698 of the Deed Records of Travis County, Texas (D.R.T.C.T.), with the called centerline of said abandoned County Road and the east line of said 30.8643 acre tract;

THENCE, with the west line of said Ginsel tract, in conflict with the called centerline of said abandoned County Road and the east line of said 30.8643 acre tract, S27°58'47"W, a distance of 334.74 feet to a 1/2-inch iron rod with "4Ward Boundary" cap set for the southeast corner hereof, said point being at the intersection of the north line of Lot 22, Block I of Bell Farms, Phase Two-A, recorded in Document No. 200700061 (O.P.R.T.C.T.), with the west line of said Ginsel tract, from which a 1/2-inch iron rod with illegible cap found for the southwest corner of said Ginsel tract, and being the northwest corner of Lot 83, Block C of Final Plat of Carriage Hills Section Three, recorded in Document No. 201000127 (O.P.R.T.C.T.) bears, S27°58'47"W, a distance of 166.08 feet, and also from which, a calculated point for the northeast corner of said Lot 22, bears, S73°23'16"E, a distance of 5.23 feet;

THENCE, with the common line of said Bell Farms, Phase Two-A, and said 30.8643 acre tract, N73°23'16"W, passing at a distance of 173.10 feet, a 1/2-inch iron rod found at the northeast terminus of Carillon Way (50'

right-of-way), and being the northwest corner of said Lot 22, and continuing for a total distance of 374.66 feet to a 1/2-inch iron rod found for the southwest corner hereof, said point being at the southeast corner of a called 3.020 acre tract conveyed to Faustino Canamero Cardero in Document No. 2018099283 (O.P.R.T.C.T.), and being in the north line of Lot 50, Block "D" of said Bell Farms, Phase Two-A, and being the southwest corner of said 30.8643 acre tract;

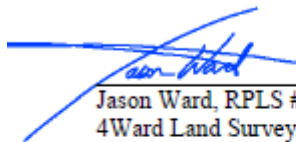
THENCE, in part with the east line of said Cardero tract, in part with the east line of a called 1.0004 acre tract conveyed to Timothy W. Walker, Sr., in Document No. 2019011268 (O.P.R.T.C.T.), in part with the east line of a called 1.00 acre tract conveyed to Sammie Hutchinson in Volume 11789, Page 292 of the Real Property Records of Travis County, Texas (R.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Aguster Powell in Volume 5086, Page 1826 (D.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Jesse and Barbara Robertson in Volume 8731, Page 506 (R.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Pablo R. and Ana M. Mijares in Document No. 2014174956 (O.P.R.T.C.T.), in part with the east line of a called 0.25 acre tract conveyed to Anselma and San Juana Castro in Volume 13218, Page 4385 (R.P.R.T.C.T.), said tract described further in Document No. 2003291901 (O.P.R.T.C.T.), in part with the east line of a called 0.25 acre tract conveyed to Lupe Hernandez in Document No. 2003291901 (O.P.R.T.C.T.), in part with the east line of a called 0.50 acre tract conveyed to Jose Guadalupe and Soni Hernandez in Document No. 2002181992 (O.P.R.T.C.T.), said tract described further in Document No. 2003291901 (O.P.R.T.C.T.), in part with the east line of a called 1.00 acre tract conveyed to Frank D. Mumiz in Volume 12117, Page 263 (R.P.R.T.C.T.), said tract described in Volume 2958, Page 888 (D.R.T.C.T.) and in Volume 4998, Page 777 (D.R.T.C.T.), in part with the east line of a called 0.50 acre tract conveyed to Amy G. and Joseph Carlos Deleon in Document No. 2008194463 (O.P.R.T.C.T.), in part with the east line of a called 1.0 acre tract conveyed to Hilaria Reyes in Volume 11799, Page 26 (R.P.R.T.C.T.), and with the west line of said 30.8643 acre tract, N10°53'27"E, a distance of 1,486.93 feet to a calculated point for an exterior ell-corner hereof, said point being an exterior ell-corner of said 30.8643 acre tract, also being the common corner of said Greystone tract, said Perez tract and said Reyes tract;

THENCE, with the west line of said 30.8643 acre tract, with the south and east lines of the Greystone tract, the following two (2) courses and distances:

- 1) N85°57'43"E, a distance of 154.15 feet to a 1-inch iron pipe found for an interior ell-corner hereof, and
- 2) N11°00'39"E, a distance of 59.35 feet to the POINT OF BEGINNING, and containing 24.0681 Acres (1,048,407 Square Feet) more or less.

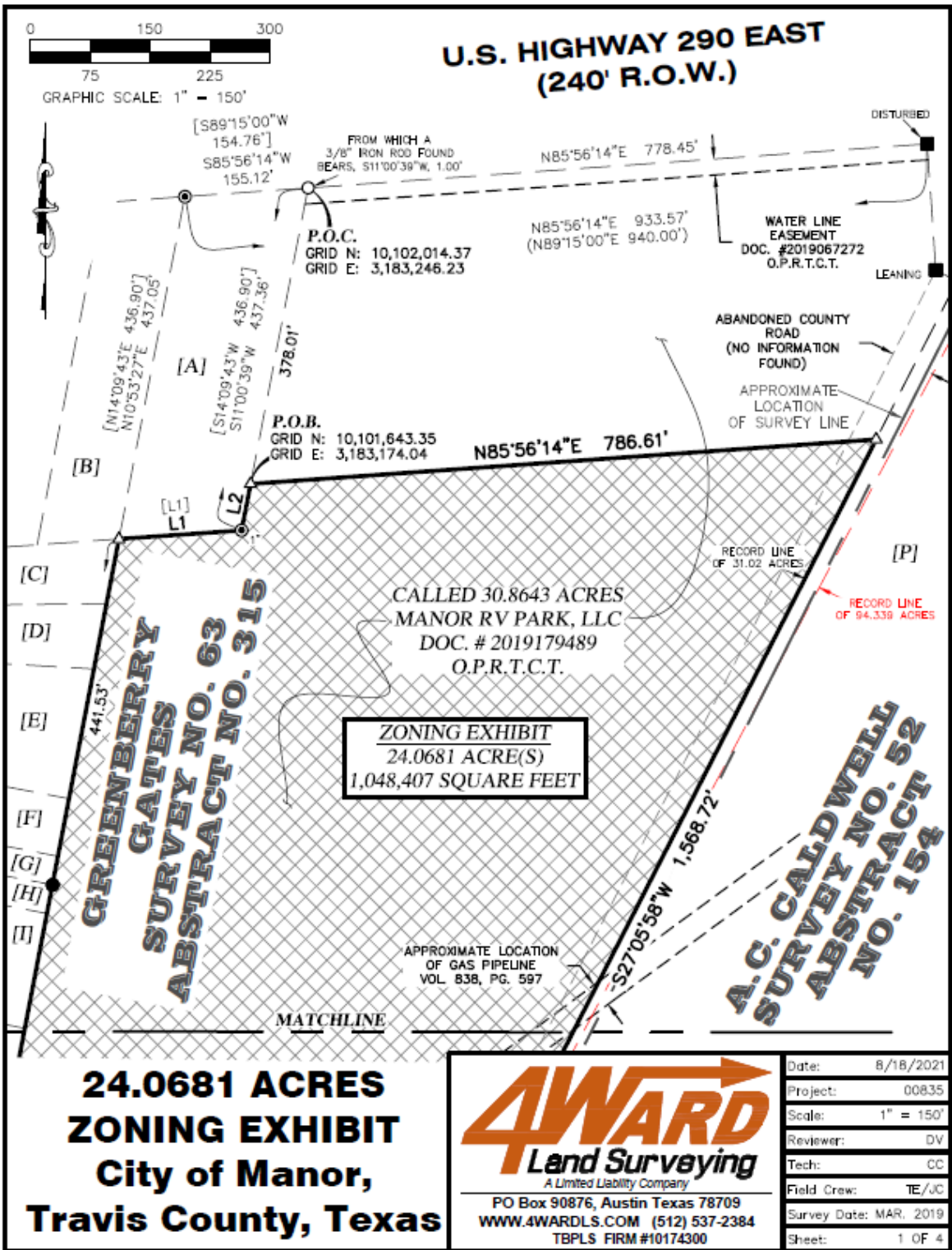
Notes:

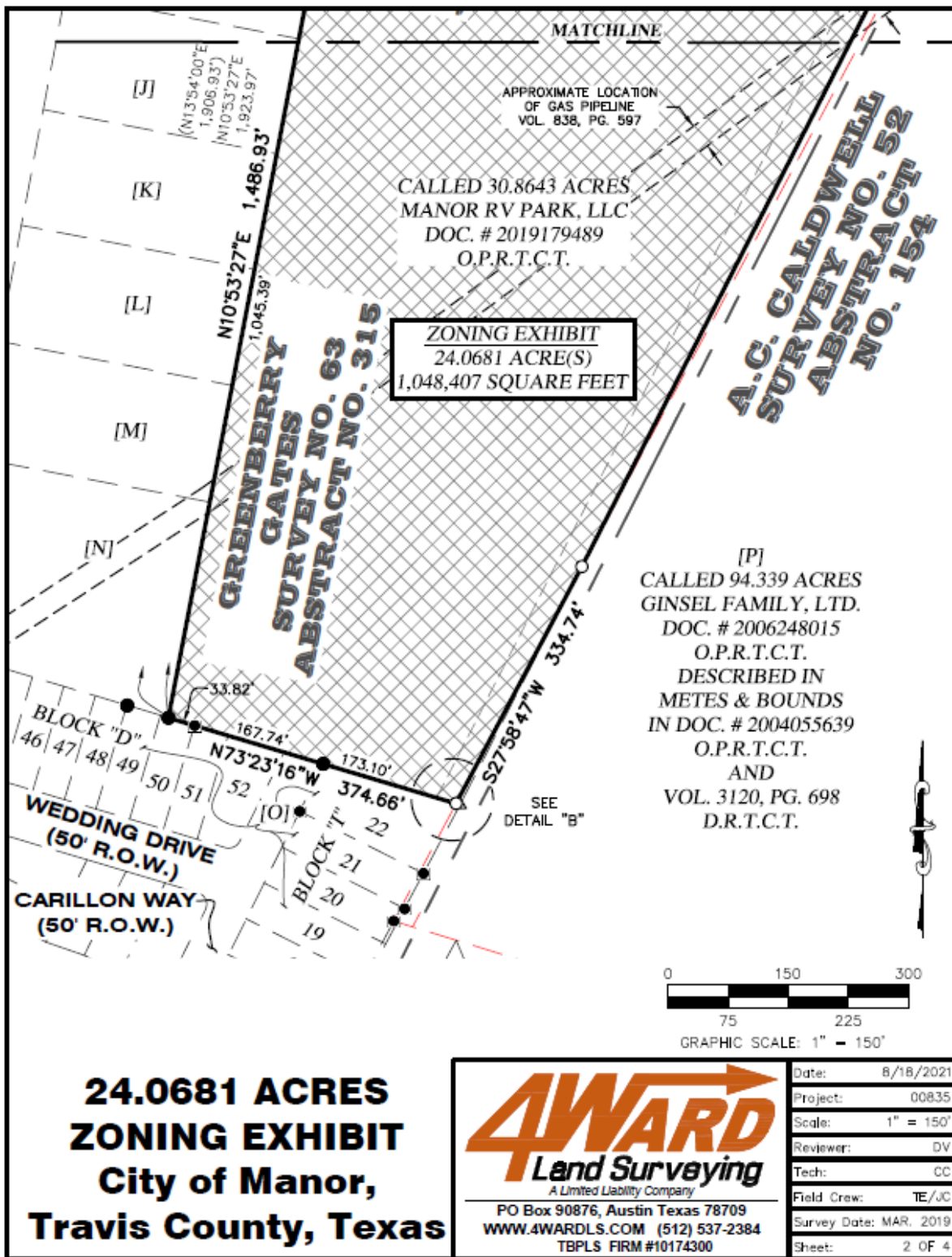
All bearings are based on the Texas State Plane Coordinate System, Grid North, Central Zone (4203); all distances were adjusted to surface using a combined scale factor of 1.000079893396. See attached sketch (reference drawing: 00835_ZE-1.dwg.)



 8/18/21
 Jason Ward, RPLS #5811
 4Ward Land Surveying, LLC



References:
 TCAD Parcel #236864
 COA GRID #U29 & V29





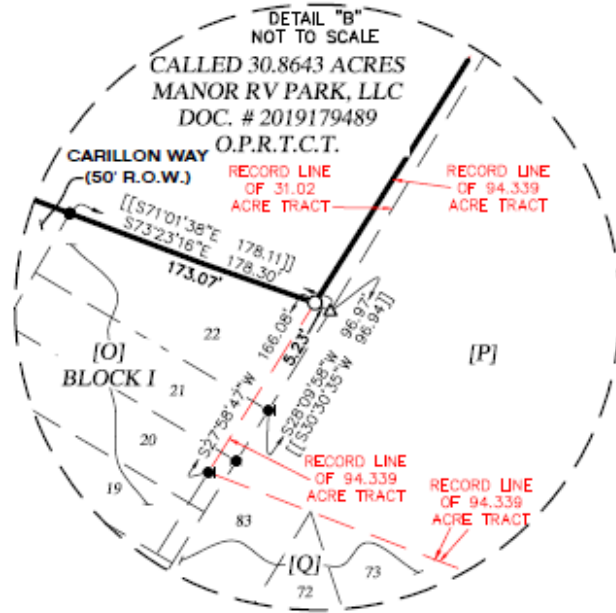
| | | | | | | | | | | | | | | | | | | |
|--|--|--|-------|-----------|----------|-------|--------|-----|-----------|----|-------|----|-------------|-------|--------------|-----------|--------|--------|
| <p>[A] CALLED 1.50 ACRES GREYSTONE HOLDINGS, LLC DOC. # 2005016761 O.P.R.T.C.T.</p> | <p>[F] CALLED .50 ACRE JOSE GUADALUPE & SONI HERNANDEZ DOC. # 2002181992 O.P.R.T.C.T. DESCRIBED ON MAP/PLAT IN DOC. # 2003291901 O.P.R.T.C.T.</p> | <p>[K] CALLED 1.0 ACRE AGUSTER POWELL VOL. 5086, PG. 1826, D.R.T.C.T.</p> | | | | | | | | | | | | | | | | |
| <p>[B] CALLED 1.002 ACRES DANIEL PEREZ DOC. # 2012110051 O.P.R.T.C.T. CELIA ENRIQUEZ-FELIPE DOC. # 2015030029 O.P.R.T.C.T.</p> | <p>[G] CALLED 0.25 ACRE LUPE HERNANDEZ DOC. # 2003291901 O.P.R.T.C.T.</p> | <p>[L] CALLED 0.998 ACRE RAFAEL HERNANDEZ AND SAMIRA CARDONA DOC. # 2019081857 O.P.R.T.C.T.</p> | | | | | | | | | | | | | | | | |
| <p>[C] CALLED 1.0 ACRE HILARIA REYES VOL. 11799, PG. 26 R.P.R.T.C.T.</p> | <p>[H] CALLED 0.25 ACRE ANSELMA & SAN JUANA CASTRO VOL. 13218, PG. 4385 R.P.R.T.C.T. SHOWN ON MAP/PLAT IN DOC. #2003291901, O.P.R.T.C.T.</p> | <p>[M] CALLED 1.0004 ACRES TIMOTHY W. WALKER, SR. DOC. # 2019011268 O.P.R.T.C.T.</p> | | | | | | | | | | | | | | | | |
| <p>[D] CALLED 0.50 ACRE AMY G. & JOSEPH CARLOS DELEON DOC. # 2008194463 O.P.R.T.C.T.</p> | <p>[I] CALLED 1.0 ACRE PABLO R. & ANA M. MIJARES DOC. # 2014174956 O.P.R.T.C.T.</p> | <p>[N] CALLED 3.020 ACRES FAUSTINO CANAMERO CARDERO DOC. # 2018099283 O.P.R.T.C.T.</p> | | | | | | | | | | | | | | | | |
| <p>[E] CALLED 1.00 ACRE FRANK D. MUNIZ VOL. 12117, PG. 263 R.P.R.T.C.T. DESCRIBED IN METES & BOUNDS IN VOL. 2958, PG. 888 D.R.T.C.T. AND ADDITIONALLY IN VOL. 4998, PG. 777 D.R.T.C.T.</p> | <p>[J] CALLED 1.0 ACRE JESSIE & BARBARA ROBERTSON VOL. 8731, PG. 506 R.P.R.T.C.T.</p> | <p>[O] BELL FARMS PHASE TWO-A DOC. #200700061 O.P.R.T.C.T.</p> | | | | | | | | | | | | | | | | |
| <p>24.0681 ACRES ZONING EXHIBIT City of Manor, Travis County, Texas</p> |  <p>4WARD Land Surveying A Limited Liability Company PO Box 90876, Austin Texas 78709 www.4WARDLS.COM (512) 537-2384 TBPLS FIRM #10174300</p> | <table border="1"> <tr><td>Date:</td><td>8/18/2021</td></tr> <tr><td>Project:</td><td>00835</td></tr> <tr><td>Scale:</td><td>N/A</td></tr> <tr><td>Reviewer:</td><td>DV</td></tr> <tr><td>Tech:</td><td>CC</td></tr> <tr><td>Field Crew:</td><td>TE/JC</td></tr> <tr><td>Survey Date:</td><td>MAR. 2019</td></tr> <tr><td>Sheet:</td><td>3 OF 4</td></tr> </table> | Date: | 8/18/2021 | Project: | 00835 | Scale: | N/A | Reviewer: | DV | Tech: | CC | Field Crew: | TE/JC | Survey Date: | MAR. 2019 | Sheet: | 3 OF 4 |
| Date: | 8/18/2021 | | | | | | | | | | | | | | | | | |
| Project: | 00835 | | | | | | | | | | | | | | | | | |
| Scale: | N/A | | | | | | | | | | | | | | | | | |
| Reviewer: | DV | | | | | | | | | | | | | | | | | |
| Tech: | CC | | | | | | | | | | | | | | | | | |
| Field Crew: | TE/JC | | | | | | | | | | | | | | | | | |
| Survey Date: | MAR. 2019 | | | | | | | | | | | | | | | | | |
| Sheet: | 3 OF 4 | | | | | | | | | | | | | | | | | |

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| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | DIRECTION | LENGTH |
| L1 | N85°57'43"E | 154.15' |
| L2 | N11°00'39"E | 59.35' |

| LINE TABLE (RECORD) | | |
|---------------------|-------------|---------|
| LINE # | DIRECTION | LENGTH |
| [L1] | N89°15'00"E | 154.76' |

| LEGEND | |
|--------------|--|
| | PROPERTY LINE |
| | EXISTING PROPERTY LINES |
| | 1/2" IRON ROD FOUND (UNLESS NOTED) |
| | 1/2" IRON ROD WITH "4WARD BOUNDARY" CAP SET |
| | 1/2" IRON PIPE FOUND (UNLESS NOTED) |
| | IRON ROD WITH "POINT LINE RPLS 1587" CAP FOUND |
| | CALCULATED POINT |
| | TXDOT TYPE I CONCRETE MONUMENT FOUND |
| DOC. # | DOCUMENT NUMBER |
| VOL./PG. | VOLUME, PAGE |
| R.O.W. | RIGHT-OF-WAY |
| P.O.B. | POINT OF BEGINNING |
| P.O.C. | POINT OF COMMENCEMENT |
| R.P.R.T.C.T. | REAL PROPERTY RECORDS, TRAVIS COUNTY, TEXAS |
| O.P.R.T.C.T. | OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS |
| D.R.T.C.T. | DEED RECORDS, TRAVIS COUNTY, TEXAS |
| (.....) | RECORD INFORMATION PER DOC. #1999148737 |
| [.....] | RECORD INFORMATION PER DOC. # 2005016761 |
| [[.....]] | RECORD INFORMATION PER DOC. #200700061 |
| ((.....)) | RECORD INFORMATION PER DOC. #2004055639 |



Jason Ward
8/18/2021



NOTES:
 1) ALL BEARINGS ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, GRID NORTH, CENTRAL ZONE, (4203), NAD83, ALL DISTANCES WERE ADJUSTED TO SURFACE USING A COMBINED SCALE FACTOR OF 1.000079893396.
 2) SEE ATTACHED METES AND BOUNDS DESCRIPTION.

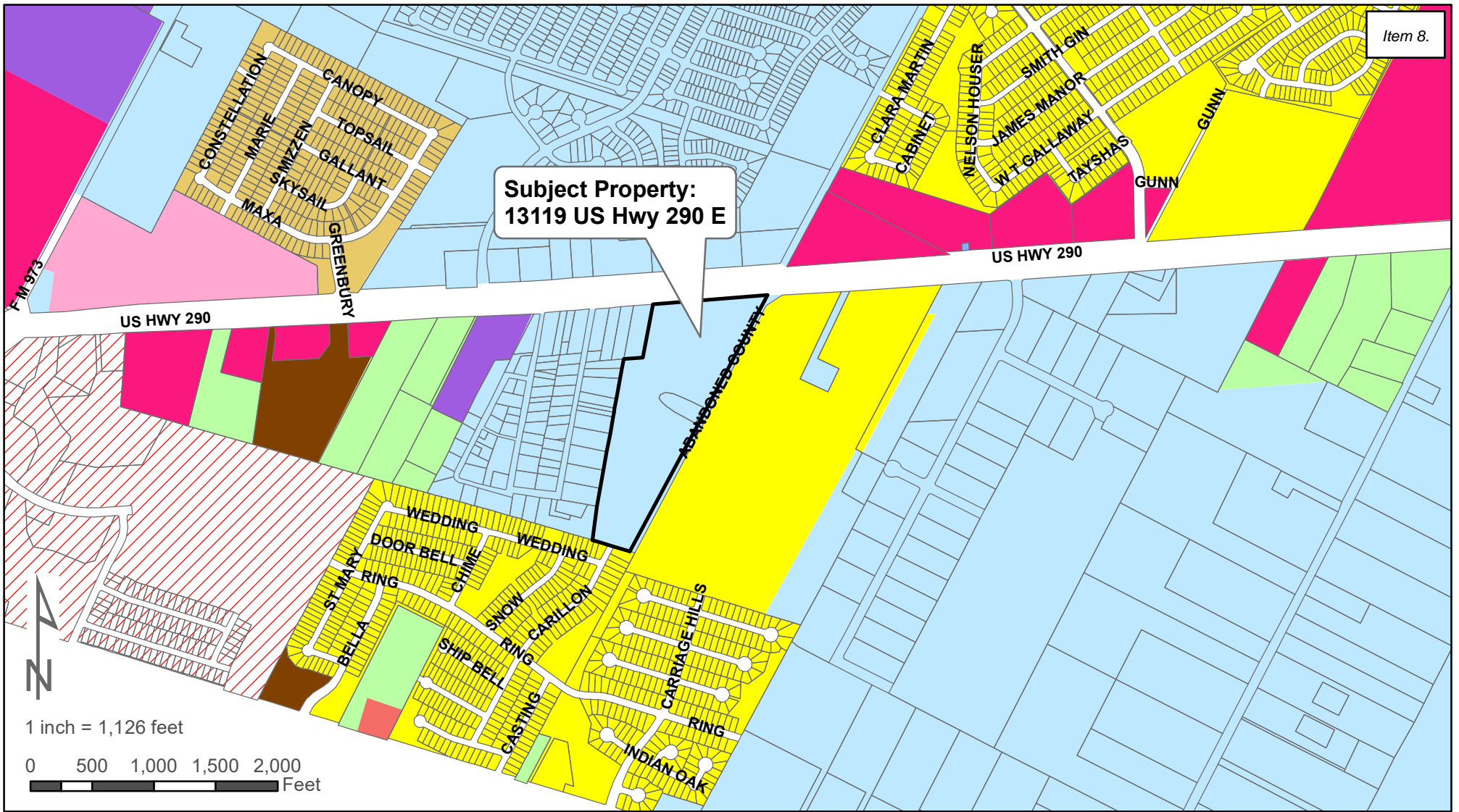
TCAD PARCEL #236864
 COA CITY GRID #J29 & V29

**24.0681 ACRES
 ZONING EXHIBIT
 City of Manor,
 Travis County, Texas**

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 TBPLS FIRM #10174300

| | |
|--------------|-----------|
| Date: | 8/18/2021 |
| Project: | 00835 |
| Scale: | N/A |
| Reviewer: | DV |
| Tech: | CC |
| Field Crew: | TE/JC |
| Survey Date: | MAR. 2019 |
| Sheet: | 4 OF 4 |

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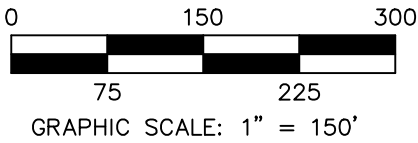


Proposed Zoning:

C-2 Medium Commercial

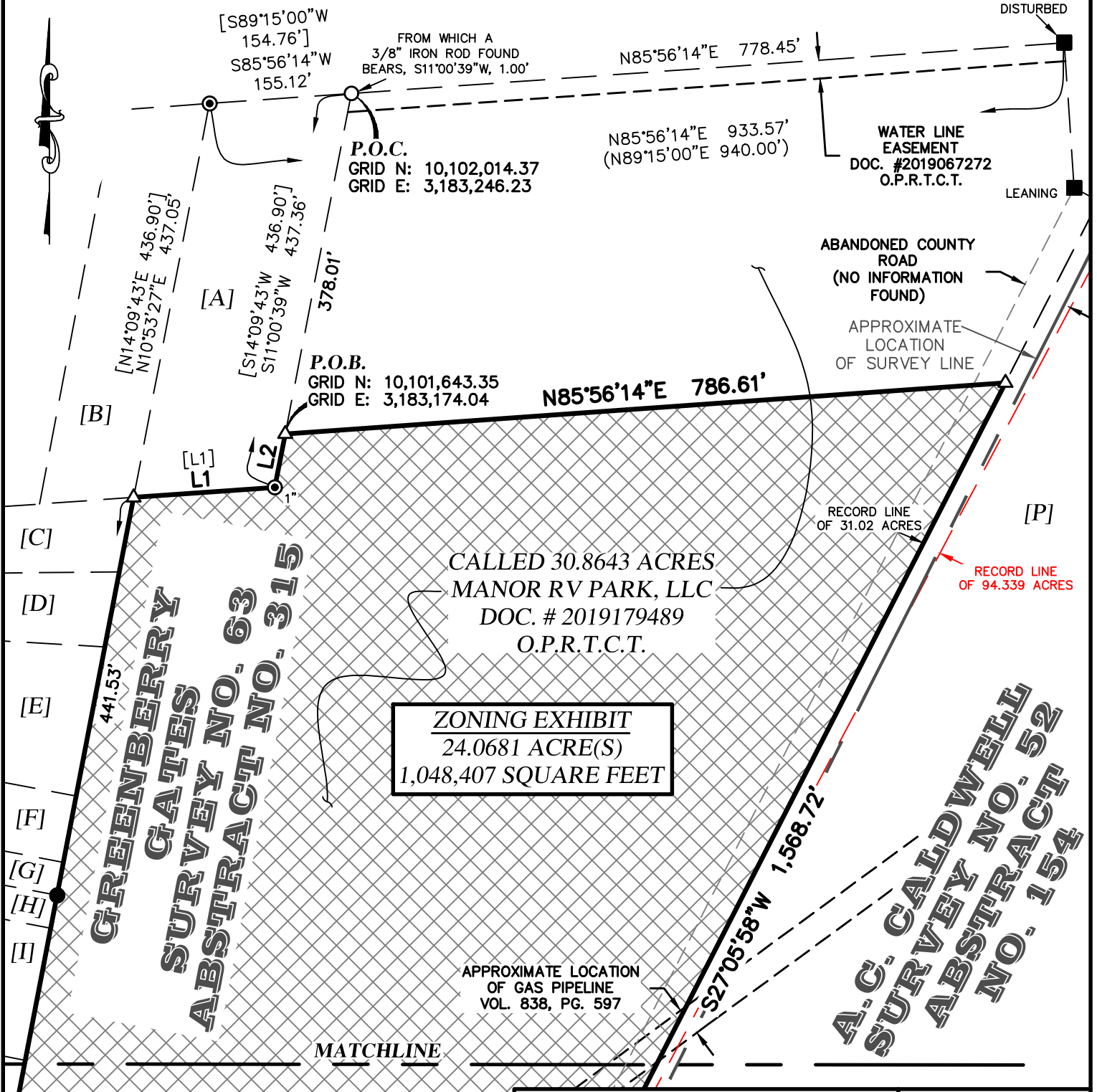
MF-2 Multi-Family 25

| Zone | | |
|---|--|---|
| ■ A - Agricultural | ■ MH-1 - Manufactured Home | ■ C-3 - Heavy Commercial |
| ■ SF-1 - Single Family Suburban | ■ I-1 - Institutional Small | ■ NB - Neighborhood Business |
| ■ SF-2 - Single Family Standard | ■ I-2 - Institutional Large | ■ DB - Downtown Business |
| ■ TF - Two Family | ■ GO - General Office | ■ IN-1 - Light Industrial |
| ■ MF-1 - Multi-Family 15 | ■ C-1 - Light Commercial | ■ IN-2 - Heavy Industrial |
| ■ MF-2 - Multi-Family 25 | ■ C-2 - Medium Commercial | / / / PUD - Planned Unit Development |
| | | ■ ET - Easement |



U.S. HIGHWAY 290 EAST (240' R.O.W.)

Item 8.



**24.0681 ACRES
ZONING EXHIBIT
City of Manor,
Travis County, Texas**

4WARD
Land Surveying
A Limited Liability Company

PO Box 90876, Austin Texas 78709
WWW.4WARDLS.COM (512) 537-2384
TBPLS FIRM #10174300

| | |
|--------------|-----------|
| Date: | 8/18/2021 |
| Project: | 00835 |
| Scale: | 1" = 150' |
| Reviewer: | DV |
| Tech: | CC |
| Field Crew: | TE/JC |
| Survey Date: | MA |
| Sheet: | 134 |

MATCHLINE

APPROXIMATE LOCATION
OF GAS PIPELINE
VOL. 838, PG. 597

CALLED 30.8643 ACRES
MANOR RV PARK, LLC
DOC. # 2019179489
O.P.R.T.C.T.

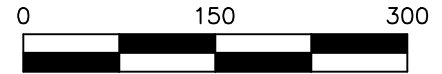
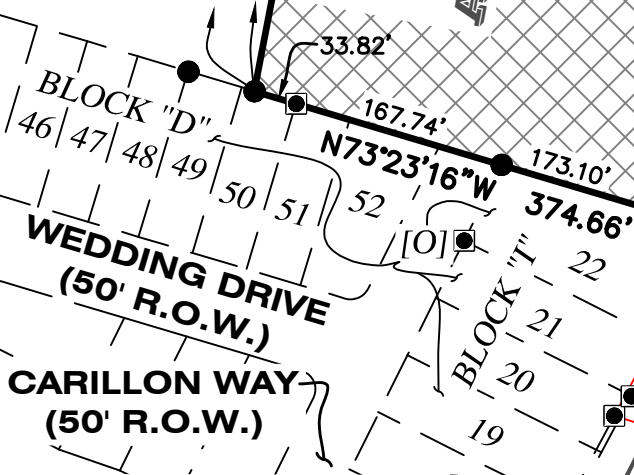
ZONING EXHIBIT
24.0681 ACRE(S)
1,048,407 SQUARE FEET

**A.C. CALDWELL
SURVEY NO. 52
ABSTRACT NO. 154**

**GREENBERRY
GATES
SURVEY NO. 63
ABSTRACT NO. 315**

[P]
CALLED 94.339 ACRES
GINSEL FAMILY, LTD.
DOC. # 2006248015
O.P.R.T.C.T.
DESCRIBED IN
METES & BOUNDS
IN DOC. # 2004055639
O.P.R.T.C.T.
AND
VOL. 3120, PG. 698
D.R.T.C.T.

SEE
DETAIL "B"



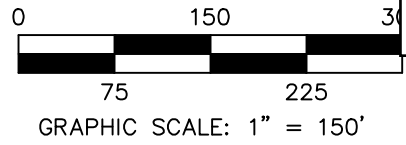
GRAPHIC SCALE: 1" = 150'

24.0681 ACRES ZONING EXHIBIT City of Manor, Travis County, Texas



PO Box 90876, Austin Texas 78709
WWW.4WARDLS.COM (512) 537-2384
TBPLS FIRM #10174300

| | |
|--------------|-----------|
| Date: | 8/18/2021 |
| Project: | 00835 |
| Scale: | 1" = 150' |
| Reviewer: | DV |
| Tech: | CC |
| Field Crew: | TE/JC |
| Survey Date: | MA |
| Sheet: | 135 |



Item 8.

**U.S. HIGHWAY 290 EAST
(240' R.O.W.)**

(N89°15'00"E 940.00')
(N85°56'14"E 933.57')

P.O.B.
GRID N: 10,102,014.37
GRID E: 3,183,246.23
FROM WHICH A
3/8" IRON ROD FOUND
BEARS, S11°00'39"W, 1.00'

**WATER LINE
EASEMENT
DOC. #2019067272
O.P.R.T.C.T.**

DISTURBED

(L1)
L1

DISTURBED

(L2)
L2

LEANING

N85°56'14"E 778.45'

ZONING EXHIBIT
6.7962 ACRE(S)
296,043 SQUARE FEET

APPROXIMATE
LOCATION
OF SURVEY LINE

**ABANDONED COUNTY
ROAD
(NO INFORMATION
FOUND)**

RECORD LINE
OF 31.02 ACRES
(DOC. NO. 1999148737
O.P.R.T.C.T.)

RECORD LINE
OF 94.339 ACRES

CALLED 30.8643 ACRES
MANOR RV PARK, LLC
DOC. # 2019179489
O.P.R.T.C.T.

[C]

**A.C. CALDWELL
SURVEY NO. 52
ABSTRACT
NO. 154**

[S89°15'00"W
154.76']
S85°56'14"W
155.12'

[B]

[A]

[N14°09'43"E 436.90']
[N11°00'39"E 437.36']
N11°00'39"E 378.01'

59.35'

S85°56'14"W 786.61'

**GREENBERRY
GATES
SURVEY NO. 63
ABSTRACT NO. 315**

**6.7962 ACRES
ZONING EXHIBIT
City of Manor,
Travis County, Texas**



PO Box 90876, Austin Texas 78709
WWW.4WARDLS.COM (512) 537-2384
TBPLS FIRM #10174300

| | |
|--------------|-----------|
| Date: | 8/18/2021 |
| Project: | 00835 |
| Scale: | 1" = 150' |
| Reviewer: | DV |
| Tech: | CC |
| Field Crew: | TE/JC |
| Survey Date: | MA |
| Sheet: | 136 |



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).

Applicant: SEC Planning

Owner: Enfield Partners LLC

BACKGROUND/SUMMARY:

A Preliminary PUD is for P&Z and City Council to review the proposed development and improvements and request any changes. The PUD, after any changes are made, comes back to P&Z and Council as a Final PUD for approval. This PUD is for a maximum 400 lot single family subdivision with commercial along the FM 973 frontage. Improvements from the PUD include: additional parkland/open space acreage with trails, playgrounds, pavilion, and dog park; landscaping buffers along Gregg Lane (15' wide) and internal collector (10' wide), and upgraded masonry fencing along the internal unloaded collector and Gregg Lane. The modifications to our Code in the PUD are: up to 80% of the lots can be 50' wide (60' is the Code requirement), minimum lot square footage is 6,000 sf (7,500 is Code requirement), and maximum building coverage is 50% (Code requirement is 40%).

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Preliminary PUD
- Map

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council approve a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



July 9, 2021

Scott Dunlop, Director of Planning
City of Manor Planning Department
105 E. Eggleston Street
Manor, Texas 78653

Re: Enfield PUD Zoning Application Letter of Intent

Enfield is approximately 134.5 acres located on the southwest corner of Gregg Lane and FM 973. The proposed project development will provide a mix of residential product offerings as well as commercial frontage along FM 973.

The Applicant requests to zone the Property to a Planned Unit Development with the base zoning districts of SF-2 for the single family housing and C-2 for the commercial. The proposed housing product described in the PUD will consist of lot sizes that are 50 feet and 60 feet in width with a maximum unit count capped at 400 units.

The PUD outlines various minor revisions to the Manor Code of Ordinances to customize the standards to meet the desired product by the applicant. The below is a summary of modifications requested:

- Minimum lot size square footage to 6,000 s.f.
- Side setback: 5 feet
- Minimum lot width: 50 feet
- Building coverage: 60%
- Commercial Land Use Prohibitions

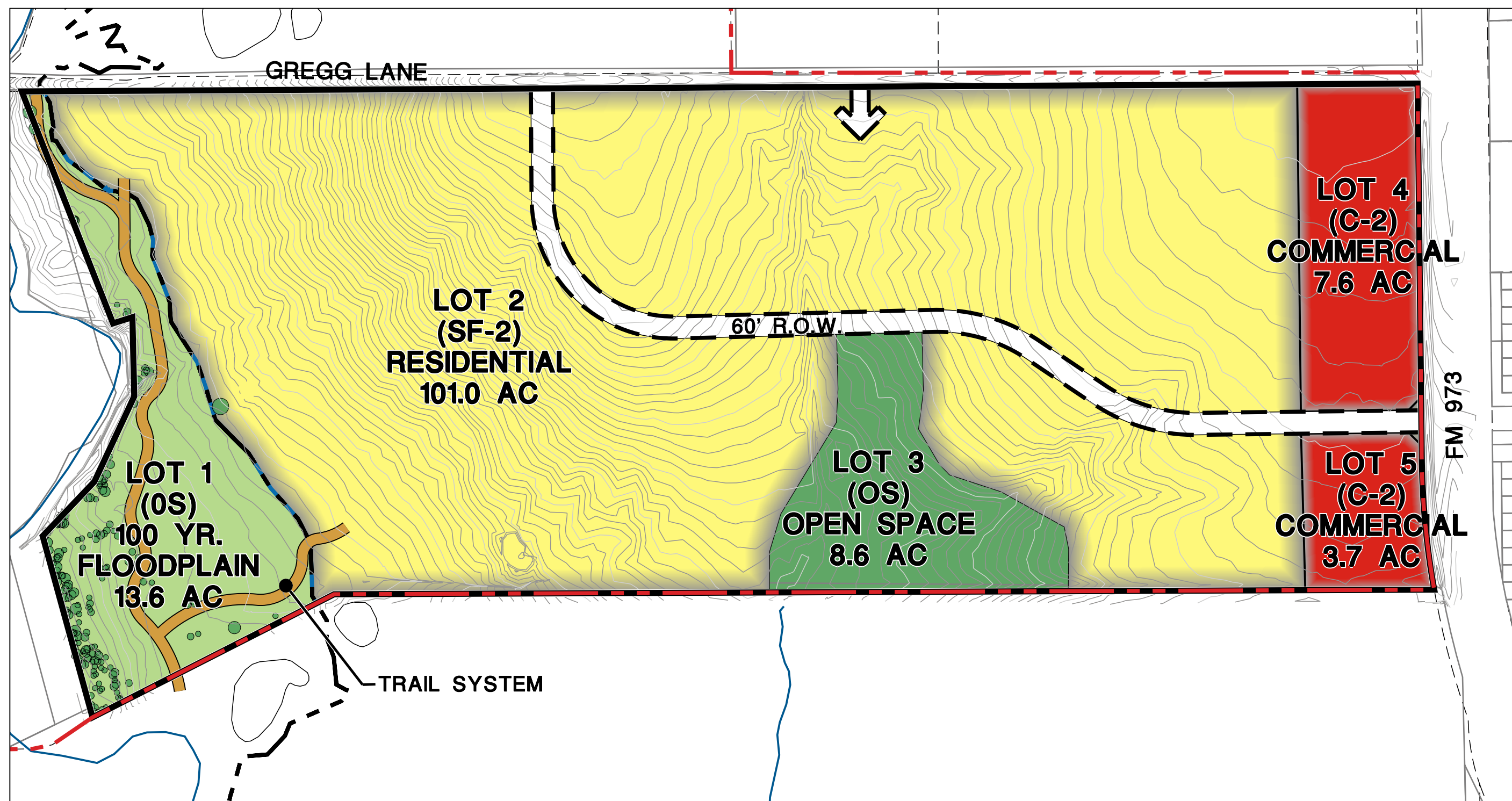
As part of the PUD zoning request, the applicant is also proposing additional enhancements to create a cohesive master plan that is highly amenitized. These enhancements are proposed to ensure a high quality development and exceed basic requirements of a traditionally zoned property. Some of the added benefits outlined within the PUD include the following:

- Commercial use restrictions
- Residential unit cap
- Expanded parkland areas
- Implementation of a regional hike and bike trail segment
- Commitment for parkland improvements within the community
- Landscape Buffer along Gregg Lane
- Internal Landscape buffers along unloaded collector
- Masonry walls along Gregg Lane and unloaded collector

Thank you for your consideration of this zoning request. Should you have any questions or need additional information, please do not hesitate to contact me.

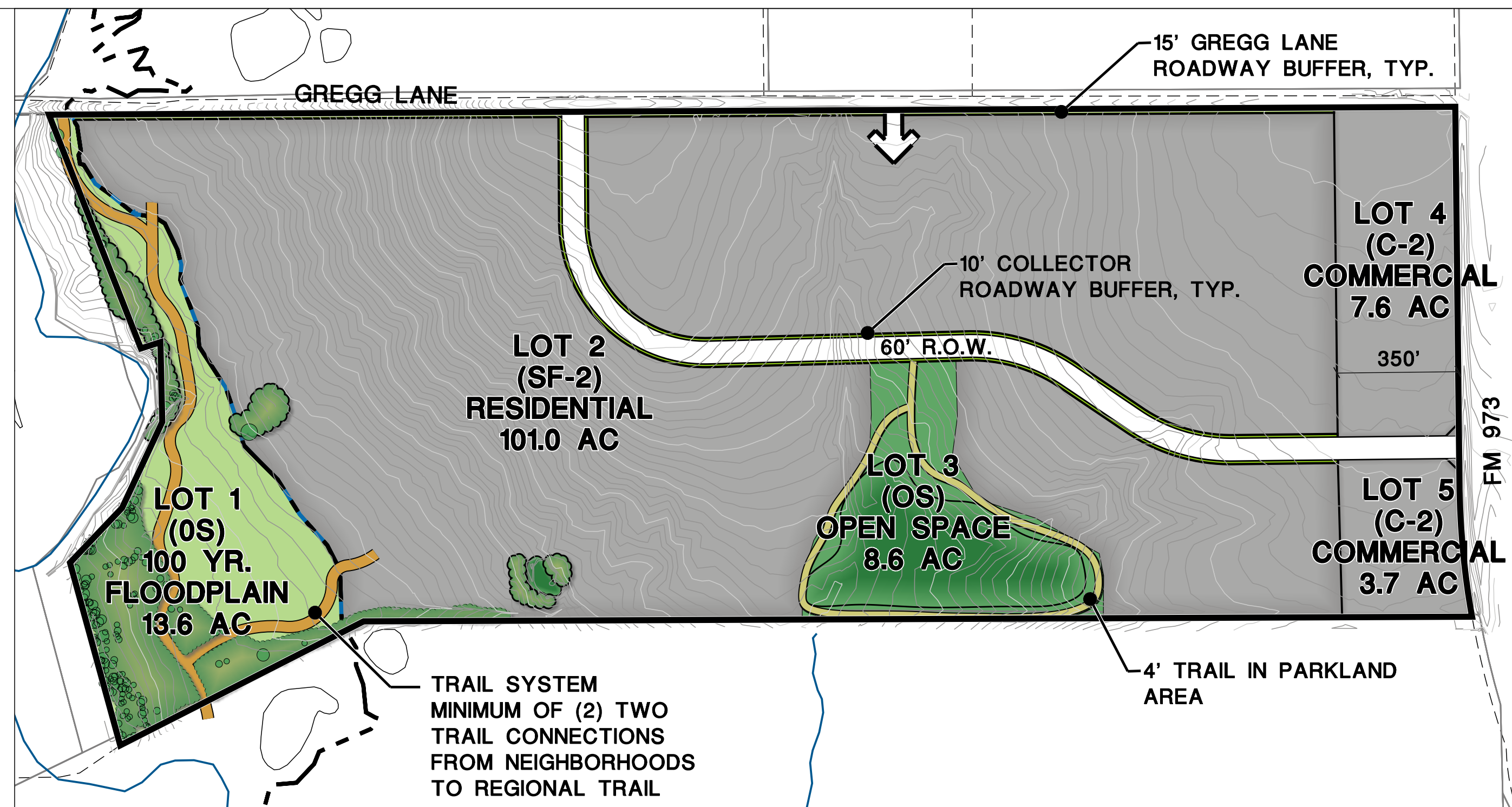
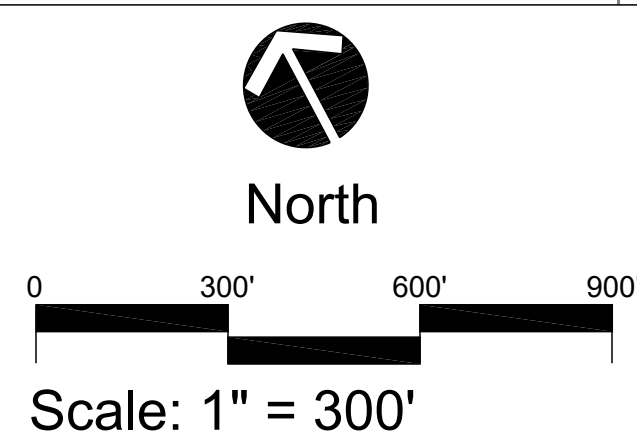
Sincerely,

Mark Baker
Principal



| LAND USE | ACREAGE | LOTS | DENSITY |
|-------------------------|--------------------|------------------|-----------|
| (SF-2) RESIDENTIAL | 101.0 ACRES | 400 LOTS | 4.0 DU/AC |
| (C-2) MEDIUM COMMERCIAL | 11.3 ACRES | 2 LOTS | |
| (OS) FLOODPLAIN | 13.6 ACRES | 1 LOTS | |
| (OS) OPEN SPACE | 8.6 ACRES | 1 LOTS | |
| TOTAL | 134.5 ACRES | 3.0 DU/AC | |

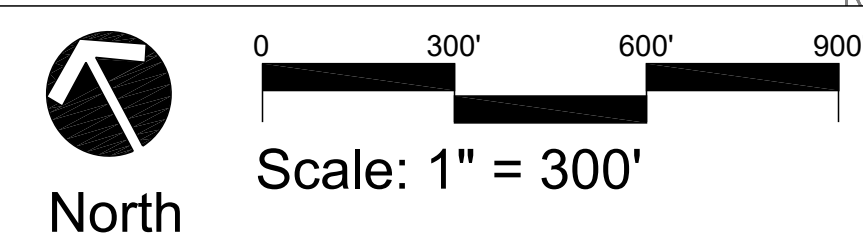
| LEGEND |
|-----------------------|
| PLAN BOUNDARY |
| PROPOSED RIGHT-OF-WAY |
| CITY LIMITS |
| 4' WALKS |
| 8' TRAILS |



PARK PLAN
PARK LAND DEDICATION:

| | | | |
|----------------------------|-----------|-------------------------|-------------------------|
| 400 | /66 x 1 = | 6.1 | 22.2 |
| (number of dwelling units) | | (required park acreage) | (proposed park acreage) |

8' CONCRETE TRAIL (2,674 L.F.)



A. Purpose and Intent

1. The Enfield Planned Unit Development (PUD) is comprised of approximately 134.5 acres. The development of this Property is a combination of light commercial along FM 973 at the Eastern edge of the Property and a single-family detached residential community on the remainder of the Property.

B. Applicability and Base Zoning

1. All aspects regarding the development of this PUD shall comply with the City of Manor Code of Ordinances, except as established in this exhibit, titled Preliminary PUD Site Plan.

2. For the purpose of establishing development standards for the PUD, the following base zoning districts have been selected from the Manor Code of Ordinances:

SF-2 (Single-Family Standard)
C-2 (Medium Commercial)

C. Conceptual Site Layout and Land Use Plan

1. The Land Use Plan has been attached to this PUD to illustrate the design intent for the Property. The Preliminary PUD Site Plan is intended to serve as a guide to illustrate the general community vision and design concept and is not intended to serve as a final document.

D. Allowable/Prohibited Uses

- The allowable residential use shall be detached single-family dwellings on individually platted lots. The maximum residential lot count shall be four hundred (400). Commercial uses shall be consistent with allowable C-2 (Medium Commercial) land uses as defined in Division 3, Section 14.02.017 of City of Manor Code of Ordinances except as modified herein.
- The following uses shall be prohibited within the C-2 area of the PUD:
 - Amusement (outdoor)
 - Automobile Repair (minor)
 - Automobile Repair (major)
 - Commercial Off-Street Parking
 - Contractor's Shop
 - Financial Services (alternative)
 - Funeral Services
 - Kennel
 - Laundry Services
 - Mini-Storage Warehouse
 - Off-Site Accessory Parking
 - Pawnshop
 - Recreational Vehicle Sales and Rental
 - Truck and Trailer Sales and Rental
 - Veterinary Service, Large

E. Residential Development Standards

- To ensure product diversity, the following single-family detached residential percentages shall apply to the residential district within this PUD:
 - A maximum of 80 percent (80%) of the total lots may have a width of less than sixty feet (60').
 - A minimum of 20 percent (20%) of the total shall have a width of sixty feet (60') or wider.
- The Enfield Tract residential development will comply with the Development Standards set forth below:

RESIDENTIAL USES

Lot Area: 6,000 s.f. Minimum (fronted loaded garage)
 Lot Width: (minimum)50 ft.
 Front Setback: (minimum)25 ft.
 Side Setback: (minimum)5 ft.
 Street Side Setback: (minimum)15 ft.
 Rear Setback to residential:(minimum)10 ft.
 Rear Setback to commercial: 15 ft.
 Minimum dwelling unit size: 1,700 sq. ft.
 Maximum building coverage: 50%
 Maximum building coverage plus accessory structures: 60%

3. Standards not listed follow code, as amended

F. Commercial Development Standards

1. The Enfield Tract commercial development shall comply with the C-2 (Medium Commercial) development standards set forth in the City of Manor Code of Ordinances, as amended.

G. Drainage Dedication and Facilities

- Residential drainage facilities shall utilize earthen berms and be designed with a curvilinear shape where possible. If concrete retaining walls are required in the design of detention facilities, such areas shall be limited to not more than forty percent (40%) of the perimeter of the pond.

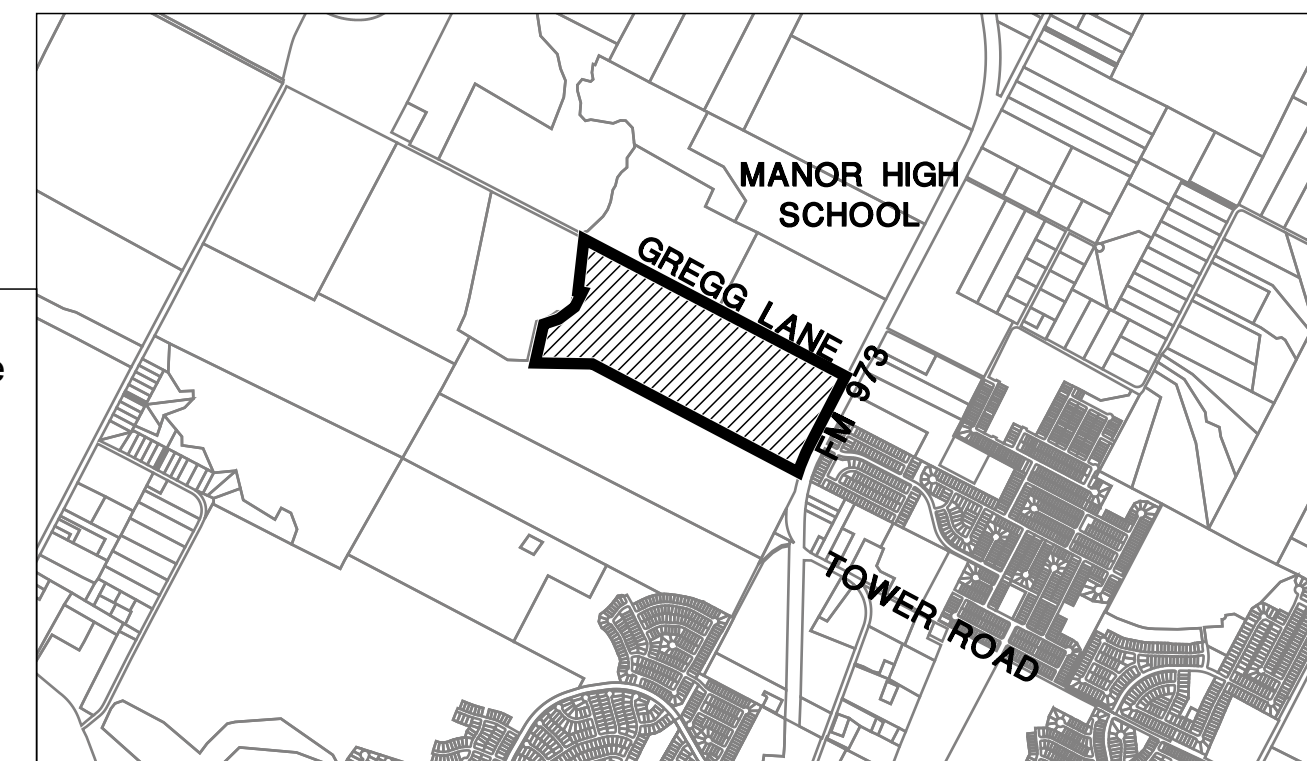
H. Parkland and Open Space

- This Preliminary PUD Site Plan provides approximately 22.2 acres of park and open space with the dedication of two (2) tracts of land as illustrated on the Parks Plan on this sheet. The parks and open space will include detention facilities for the project, tree preservation areas, 100 year floodplain, trail corridor and active programmed parkland.
- An eight-foot (8') concrete trail shall provide pedestrian/bike access along the parkland corridor connecting from the north property boundary to the south property boundary, as depicted on Park Plan. Trees shall be planted parallel to the concrete trail at a spacing of one (1) tree for every forty (40) linear feet. Trees shall be a minimum of three (3) inch caliper and selected from the Type A/B tree list of the City of Manor Code of Ordinances.
- Parkland amenities located within the Enfield PUD shall include a minimum of the following recreational elements: playground, parking area, dog park, picnic areas, picnic pavilion and open lawn/gaming area.
 - Age 5-12 playground
 - Age 2-5 playground
 - Parking area with a minimum of 20 parking spaces
 - Minimum 10,000 square foot dog park (may be allowed within detention area)
 - Minimum 20 foot by 30 foot picnic pavilion
- A portion of the parkland may be utilized for a private amenity pool and associated restroom facility. This lot defined for the private amenity will not be dedicated to the City and final boundary will be determined at the platting stage of development.
- A minimum 4 foot wide, concrete sidewalk shall be provided parallel to the Gregg Lane Landscape Buffer.
- The proposed parkland shall be dedicated to the City of Manor and privately maintained by the Enfield Homeowner's Association.

I. Landscaping

- Gregg Lane Landscape Buffer
 - A minimum fifteen (15) foot landscape buffer, measured from the edge of the Gregg Lane right of way, shall be provided. Four (4), minimum three (3) inch caliper, Type A large or Type B medium native trees (as defined by the Manor Code of Ordinances) and fifteen (15), minimum three (3) gallon, shrubs shall be planted per 200 linear feet of landscape buffer. A minimum four (4) foot wide, concrete sidewalk shall be provided within the Gregg Lane Landscape Buffer or the expanded right of way for Gregg Lane. Location and alignment of the sidewalk shall be coordinated during the Preliminary Plan stage of development.
- Unloaded Collector Landscape Buffer.
 - For internal, unloaded collector roadways, a minimum ten (10) foot landscape buffer, measured from the edge of the collector right of way, shall be provided. One (1), minimum three (3) inch caliper, Type A large or Type B medium native tree (as defined by the Manor Code of Ordinances) and five (5), minimum three (3) gallon, shrubs shall be planted per 50 linear feet of landscape buffer.
- Storm Water Detention
 - Storm water detention facilities shall be screened according to the requirements outlined in the City of Manor Code of Ordinances, Section 15.03.021 (f).
- Masonry wall shall be provided along the rear and side lotlines of lots that back up to an unloaded collector and Gregg Lane. Masonry shall include brick, stone, stucco or concrete panel fencing. Stone or brick columns shall be provided a minimum of every 300 feet. Walls should be minimized and varied whenever possible to avoid a tunnel effect along the collector roadway.
- All landscape buffers and walls shall be privately maintained by the Enfield Homeowners Association.

VICINITY MAP
Scale: 1" = 1/2 Mile



Approval and authorized for record by the City Council for the City of Manor, Texas.

Dated this ____ Day of _____, 20__

By: _____
 Honorable Mayor Dr. Larry Wallace Jr.
 Mayor of the City of Manor, Texas

This Preliminary PUD Site 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.

Dated this ____ Day of _____, 20__

By: _____
 Philip Tryon, Chairperson

Item 9.

SEC Planning, LLC
 Austin, Texas
 LAND PLANNING
 LANDSCAPE ARCHITECTURE
 COMMUNITY BRANDING
 4201 W. Farmer Lane Bldg A Suite 220
 Austin, TX 78727
 T 512.246.7003
 F 512.246.7103
 www.secplanning.com
 Email : info@secplanning.com

**ENFIELD
PRELIMINARY PUD SITE PLAN
MANOR, TEXAS**

Z:\210038-BBGR\Cadfiles\PLANNING\Submittals\Preliminary PUD Site Plan.dwg

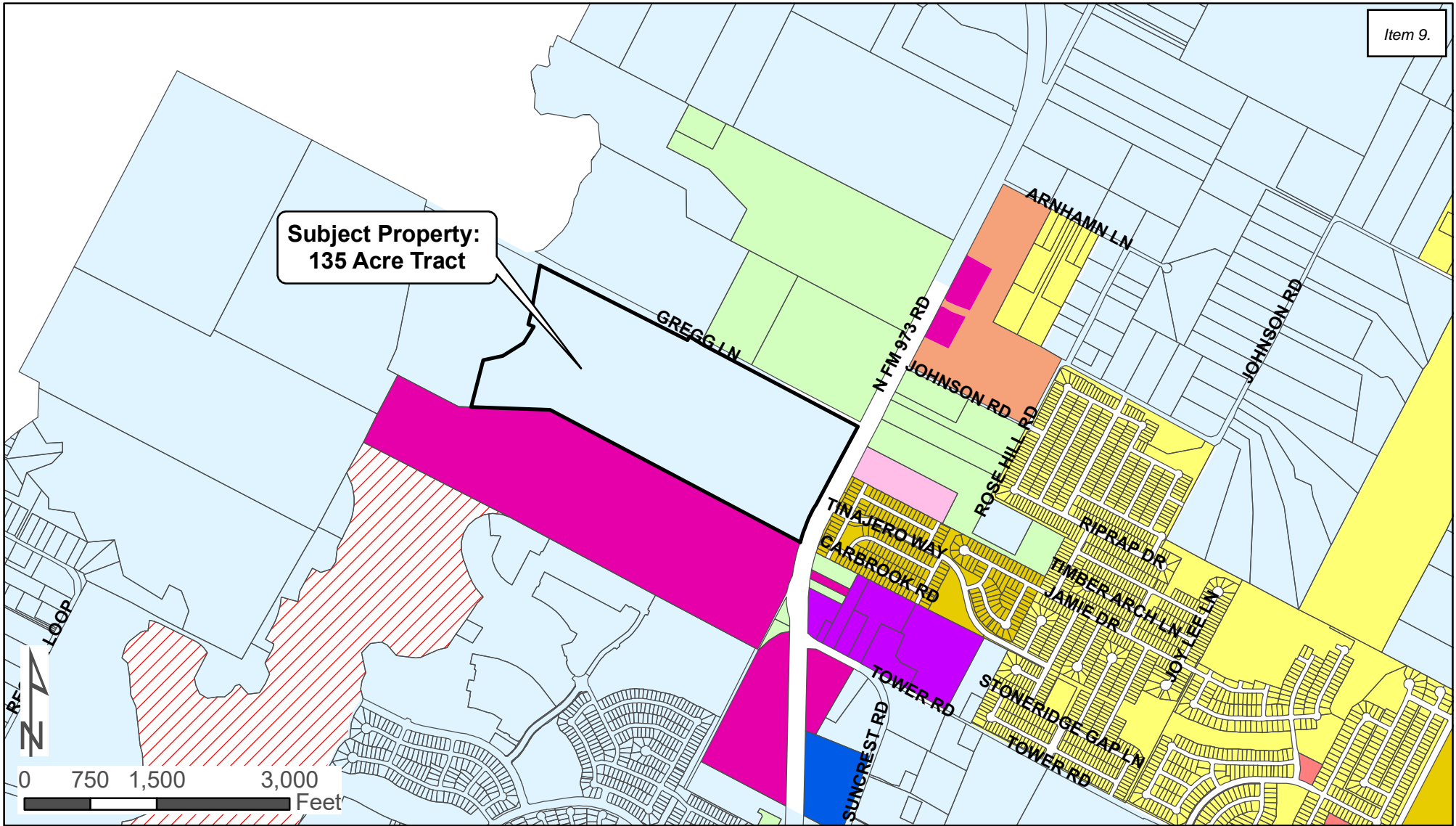
| | |
|------------------|-----------|
| Issued: | |
| 1. PUD Submittal | 5/24/2021 |
| 2. | |
| 3. | |
| 4. | |
| 5. | |
| Revisions: | |
| 1. PUD Submittal | 7/29/2021 |
| 2. PUD Submittal | 8/30/2021 |
| 3. | |
| 4. | |
| 5. | |
| Issue Date: | |

Drawn By:
Reviewed By: MB

Project No.
210038 - BBGR

SHEET 1 of 1

Subject Property:
135 Acre Tract



Proposed Zoning: Planned Unit Development (PUD)

Zone

- | | | |
|---|---|---|
| A - Agricultural | MH-1 - Manufactured Home | NB - Neighborhood Business |
| SF-1 - Single Family Suburban | I-1 - Institutional Small | DB - Downtown Business |
| SF-2 - Single Family Standard | I-2 - Institutional Large | IN-1 - Light Industrial |
| TF | GO - General Office | IN-2 - Heavy Industrial |
| MF-2 - Multi-Family 25 | C-1 - Light Commercial | PUD - Planned Unit Development |
| | C-2 - Medium Commercial | ETJ |



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Samuel D. Kiger, P.E.
DEPARTMENT: City Engineer

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Construction Contract for the FM 973 12” Water Main, CIP W-15 to M&C Fonseca Construction Company, Inc. in the amount of \$400,211.

BACKGROUND/SUMMARY:

Bids were publicly opened and read on September 15, 2021, for the referenced project. The improvements consist of the installation of approximately 3,600 linear feet of 12” water line along FM 973 and State Highway 212. The based bid was for ductile iron pipe with alternate A1 for PVC pipe. As reflected on the attached Bid Tabulation, seven bids were received and alternate A1 provided savings to the city. The low bidder was M&C Fonseca Construction Company, Inc.

We have verified the Contractor’s qualifications including references and financials. Based on our findings M&C Fonseca Construction Company has extensive experience with waterline installation work and is financially stable. The Base Bid with Alternate A1 price came in below our Opinion of Probable Cost at \$400,211.

LEGAL REVIEW: Completed
FISCAL IMPACT: Funding through Capital Improvements Project W-15
PRESENTATION: No
ATTACHMENTS: Yes

- Recommendation of Award
- Bid Tabulation
- Agreement

STAFF RECOMMENDATION:

It is the City staff’s recommendation that City Council approve the Construction Contract for the FM 973 12” Water Main, CIP W-15 to M&C Fonseca Construction Company, Inc. in the amount of \$400,211.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

October 7, 2021

Hon. Dr. Larry Wallace Jr.
City of Manor, Texas
105 E. Eggleston Street
Manor, Texas 78653

Re: FM 973 12" Water Main, CIP W-15

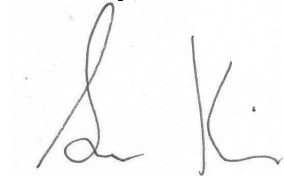
Dear Mayor Wallace:

Bids were publicly opened and read on September 15, 2021 for the referenced project. As reflected on the attached Bid Tabulation, seven bids were received. The low bidder was M&C Fonseca Construction Company, Inc.

We have verified their qualifications including references and financials. Based on our findings M&C Fonseca Construction Company, Inc. has extensive experience with waterline installation work and is financially stable. The Base Bid with Alternate A1 for PVC Pipe came in below our Opinion of Probable Cost at \$400,211. Therefore, we recommend award of the base bid with Alternate A1 to M&C Fonseca Construction Company, Inc. for \$400,211.

Please contact us if you should have any questions in this regard.

Sincerely,



Samuel D. Kiger, P.E.
SDK/s
Enclosure

Pn: 14757

BID TABULATION

Item 10.

PROJ: MANOR FM973 WATERLINE PROJECT
CIP #: W-15

OWNER: CITY OF MANOR
11203 BRUSHY GLEN DR.
MANOR, TEXAS 78754

| ITEM | DESCRIPTION | QUANT. | UNIT | M & C FONSECA | | ROAN COMMERCIAL GROUP | | ROYAL VISTA | | BLACKROCK CONSTRUCTION | | JKB CONSTRUCTION | | NELSON LEWIS | | JBS UNDERGROUND | |
|------------------------------------|--|--------|------|---------------|----------------------|------------------------|----------------------|------------------------|----------------------|------------------------|----------------------|------------------------|----------------------|------------------------|----------------------|------------------------|----------------------|
| | | | | UNIT PRICE | CONTRACT TOTAL | UNIT PRICE | CONTRACT TOTAL | UNIT PRICE | CONTRACT TOTAL | UNIT PRICE | CONTRACT TOTAL | UNIT PRICE | CONTRACT TOTAL | UNIT PRICE | CONTRACT TOTAL | UNIT PRICE | CONTRACT TOTAL |
| EROSION CONTROLS | | | | | | | | | | | | | | | | | |
| 1 | SILT FENCE | 3,787 | LF | \$ 5.00 | \$ 18,935.00 | \$ 5.00 | \$ 18,935.00 | \$ 4.00 | \$ 15,148.00 | \$ 3.00 | \$ 11,361.00 | \$ 3.40 | \$ 12,875.80 | \$ 3.00 | \$ 11,361.00 | \$ 7.00 | \$ 26,509.00 |
| 2 | STABILIZED CONSTRUCTION ENT. | 3 | EA | \$ 1,250.00 | \$ 3,750.00 | \$ 1,250.00 | \$ 3,750.00 | \$ 800.00 | \$ 2,400.00 | \$ 1,250.00 | \$ 3,750.00 | \$ 1,217.55 | \$ 3,652.65 | \$ 1,500.00 | \$ 4,500.00 | \$ 2,380.00 | \$ 7,140.00 |
| 3 | RESTORATION AND REVEGETATION | 1 | LS | \$ 10,000.00 | \$ 10,000.00 | \$ 5,500.00 | \$ 5,500.00 | \$ 9,000.00 | \$ 9,000.00 | \$ 4,500.00 | \$ 4,500.00 | \$ 9,469.70 | \$ 9,469.70 | \$ 16,000.00 | \$ 16,000.00 | \$ 65,920.00 | \$ 65,920.00 |
| EROSION CONTROL SUBTOTAL | | | | | \$ 32,685.00 | | \$ 28,185.00 | | \$ 26,548.00 | | \$ 19,611.00 | | \$ 25,998.15 | | \$ 31,861.00 | | \$ 99,569.00 |
| WATER IMPROVEMENTS | | | | | | | | | | | | | | | | | |
| 4 | 12"DUCTILE IRON WATER LINE | 3,600 | LF | \$ 90.00 | \$ 324,000.00 | \$ 86.50 | \$ 311,400.00 | \$ 99.00 | \$ 356,400.00 | \$ 106.00 | \$ 381,600.00 | \$ 96.60 | \$ 347,760.00 | \$ 120.00 | \$ 432,000.00 | \$ 141.95 | \$ 511,020.00 |
| 5 | 12" WATER LINE CAP/PLUG | 1 | EA | \$ 700.00 | \$ 700.00 | \$ 300.00 | \$ 300.00 | \$ 1,250.00 | \$ 1,250.00 | \$ 850.00 | \$ 850.00 | \$ 880.25 | \$ 880.25 | \$ 600.00 | \$ 600.00 | \$ 1,060.00 | \$ 1,060.00 |
| 6 | CONNECTION TO EXISTING WATER LINE | 2 | EA | \$ 3,500.00 | \$ 7,000.00 | \$ 7,825.00 | \$ 15,650.00 | \$ 6,185.00 | \$ 12,370.00 | \$ 6,335.00 | \$ 12,670.00 | \$ 6,163.70 | \$ 12,327.40 | \$ 8,500.00 | \$ 17,000.00 | \$ 6,985.00 | \$ 13,970.00 |
| 7 | TRENCH SAFETY | 1 | LS | \$ 5,000.00 | \$ 5,000.00 | \$ 5,000.00 | \$ 5,000.00 | \$ 5,000.00 | \$ 5,000.00 | \$ 1,500.00 | \$ 1,500.00 | \$ 4,870.15 | \$ 4,870.15 | \$ 1,000.00 | \$ 1,000.00 | \$ 7,762.00 | \$ 7,762.00 |
| 8 | 5-1/4" HYDRANT ASSEMBLY | 2 | EA | \$ 6,200.00 | \$ 12,400.00 | \$ 7,500.00 | \$ 15,000.00 | \$ 4,800.00 | \$ 9,600.00 | \$ 6,550.00 | \$ 13,100.00 | \$ 6,940.90 | \$ 13,881.80 | \$ 7,500.00 | \$ 15,000.00 | \$ 8,870.00 | \$ 17,740.00 |
| 9 | DRAIN VALVE | 1 | EA | \$ 8,800.00 | \$ 8,800.00 | \$ 5,600.00 | \$ 5,600.00 | \$ 2,800.00 | \$ 2,800.00 | \$ 5,985.00 | \$ 5,985.00 | \$ 4,812.90 | \$ 4,812.90 | \$ 5,000.00 | \$ 5,000.00 | \$ 9,860.00 | \$ 9,860.00 |
| WATER IMPROVEMENTS SUBTOTAL | | | | | \$ 357,900.00 | | \$ 352,950.00 | | \$ 387,420.00 | | \$ 415,705.00 | | \$ 384,532.50 | | \$ 470,600.00 | | \$ 561,412.00 |
| OTHER IMPROVEMENTS | | | | | | | | | | | | | | | | | |
| 10 | ASPHALT REPAIR | 50 | LF | \$ 20.00 | \$ 1,000.00 | \$ 90.00 | \$ 4,500.00 | \$ 75.00 | \$ 3,750.00 | \$ 105.00 | \$ 5,250.00 | \$ 197.10 | \$ 9,855.00 | \$ 50.00 | \$ 2,500.00 | \$ 136.00 | \$ 6,800.00 |
| 11 | DRIVEWAY CONCRETE REPAIR | 472 | SF | \$ 8.00 | \$ 3,776.00 | \$ 15.00 | \$ 7,080.00 | \$ 22.00 | \$ 10,384.00 | \$ 15.00 | \$ 7,080.00 | \$ 64.55 | \$ 30,467.60 | \$ 15.00 | \$ 7,080.00 | \$ 14.85 | \$ 7,009.20 |
| 12 | CHAIN LINK FENCE REPAIR | 115 | LF | \$ 30.00 | \$ 3,450.00 | \$ 35.00 | \$ 4,025.00 | \$ 25.00 | \$ 2,875.00 | \$ 35.00 | \$ 4,025.00 | \$ 103.00 | \$ 11,845.00 | \$ 7.00 | \$ 805.00 | \$ 58.00 | \$ 6,670.00 |
| 13 | BARB WIRE FENCE REPAIR | 370 | LF | \$ 20.00 | \$ 7,400.00 | \$ 25.00 | \$ 9,250.00 | \$ 12.00 | \$ 4,440.00 | \$ 8.00 | \$ 2,960.00 | \$ 80.10 | \$ 29,637.00 | \$ 4.00 | \$ 1,480.00 | \$ 22.65 | \$ 8,380.50 |
| 14 | REMOVE & RE-INSTALL CHURCH | 2 | EA | \$ 600.00 | \$ 1,200.00 | \$ 500.00 | \$ 1,000.00 | \$ 300.00 | \$ 600.00 | \$ 1,500.00 | \$ 3,000.00 | \$ 864.50 | \$ 1,729.00 | \$ 1,200.00 | \$ 2,400.00 | \$ 900.00 | \$ 1,800.00 |
| OTHER IMPROVEMENTS SUBTOTAL | | | | | \$ 16,826.00 | | \$ 25,855.00 | | \$ 22,049.00 | | \$ 22,315.00 | | \$ 83,533.60 | | \$ 14,265.00 | | \$ 30,659.70 |
| TOTAL = | | | | | \$ 407,411.00 | TOTAL = | \$ 406,990.00 | TOTAL = | \$ 436,017.00 | TOTAL = | \$ 457,631.00 | TOTAL = | \$ 494,064.25 | TOTAL = | \$ 516,726.00 | TOTAL = | \$ 691,640.70 |
| ALTERNATE BID ITEMS | | | | | | | | | | | | | | | | | |
| A1 | 12" C900/IB PVC WATER LINE INCLUDING FITTINGS IN-LIEU OF | 3,600 | LF | \$ 88.00 | \$ 316,800.00 | \$ 86.00 | \$ 309,600.00 | \$ 96.00 | \$ 345,600.00 | \$ 100.00 | \$ 360,000.00 | \$ 93.20 | \$ 335,520.00 | \$ 125.00 | \$ 450,000.00 | \$ 139.50 | \$ 502,200.00 |
| TOTAL WITH A1 = | | | | | \$ 400,211.00 | TOTAL WITH A1 = | \$ 405,190.00 | TOTAL WITH A1 = | \$ 425,217.00 | TOTAL WITH A1 = | \$ 436,031.00 | TOTAL WITH A1 = | \$ 481,824.25 | TOTAL WITH A1 = | \$ 534,726.00 | TOTAL WITH A1 = | \$ 682,820.70 |

AGREEMENT

STATE OF TEXAS)(

COUNTY OF TRAVIS)(

THIS AGREEMENT, made and entered into this 20th day of October AD 2021, by and between the City of Manor, Texas, a general law city and municipal corporation, with principal offices located at 105 E. Eggleston St., Manor, Texas 78653, hereinafter termed OWNER, or CITY and M&C Fonseca Construction Company, Inc., a Corporation, with principal offices located at 1901 Prairie Creek Road, Granite Shoals, Texas 78654, hereinafter termed CONTRACTOR.

WITNESSETH: That for and in consideration of the mutual terms, conditions, and covenants of this Agreement and the accompanying documents between Owner and Contractor and for and in consideration of payments as set forth therein, Contractor hereby agrees with the said Owner to commence and complete the following Project:

**FM 973 12” WATER MAIN
FOR THE CITY OF MANOR, TEXAS**

for all base bid work and all extra work in connection therewith, under the terms as stated in the Contract Documents and at CONTRACTOR’s own proper cost and expense to furnish all the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary to construct and complete FM 973 WATER MAIN (the “Project” or “Work”), in accordance with the Contractor’s Proposal, Instructions to Bidders, Special Provisions, Supplementary Conditions, General Conditions, Performance bond, Payment bond, Drawings, Plans and Technical Specifications and other drawings and printed or written explanatory matter thereof, and the addenda therefore, as prepared by Jay Engineering Company, Inc. herein entitled the ENGINEER, and approved by the OWNER, all of which are made a part hereof and collectively evidence and constitute the entire contract (the “Contract Documents”).

The CONTRACTOR hereby agrees to commence work within ten (10) days after the date written notice to do so shall have been given to him, and to substantially complete all work within Ninety (90) calendar days after the date specified in the written Notice To Proceed.

Waiver of any breach of this Agreement shall not constitute waiver of any subsequent breach.

The OWNER agrees to pay the CONTRACTOR, for satisfactory performance of this Agreement, in current funds the price or prices shown in the Contractor’s Proposal, which forms a part of this contract, such payments to be subject to proper completion of the contract, in the total amount of \$400,211, (four hundred thousand, two hundred eleven dollars and no cents), subject to proper additions and deductions (the “Contract Amount”), all as provided in the General Conditions of this Agreement. The financial obligations of the City under this Agreement shall be paid from current funds and shall be subject to funds being appropriated and budgeted in sufficient amounts to satisfy such obligations.

Although drawn by the OWNER, both parties hereto expressly agree and assert that in the event of any dispute over its meaning or application, this Agreement shall be interpreted reasonably and fairly, and neither more strongly for nor against either party.

The CONTRACTOR agrees that time is of the essence on this contract and that for each calendar day of delay beyond the time established for completion of the work specified and contracted for, the Owner may withhold permanently from the CONTRATOR'S compensation the sum of **Five Hundred Dollars (\$500.00)** as stipulated liquidated damages for delay.

In accordance with Chapter 2270, Texas Government Code, the CITY may not enter into a contract with a company for goods and services unless the contract contains a written verification from the company that it: (a) does not boycott Israel; and (2) will not boycott Israel during the term of the contract. The signatory executing this contract on behalf of the company verifies that CONTRACTOR does not boycott Israel and will not boycott Israel during the term of this Agreement.

IN WITNESS WHEREOF, both parties have caused this Agreement to be signed in their respective corporate names by duly authorized representatives, and the parties hereby bind themselves, their successors and assigns for the faithful and full performance of the terms and provisions hereof.

EXECUTED on the latest date of the signatories indicated below

OWNER

CONTRACTOR

By: _____

By: _____

Title: Mayor, City of Manor

Title: _____

Printed Name: Dr. Larry Wallace, Jr.

Printed Name: _____

Date Signed: _____

Date Signed: _____

ATTEST:

ATTEST:

City Secretary, City of Manor



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Pauline M. Gray, P.E.
DEPARTMENT: City Engineer

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Construction Contract for the FM 973 Water and Wastewater Improvements - CIP Projects #W-31 and #S-19 to BRCA, LLC dba Blackrock Construction in the amount of \$648,530.20 for all base bid and alternate bid items B1, C1, D1, D2 and D3.

BACKGROUND/SUMMARY:

Bids were publicly opened and read on September 24, 2021, for the above-referenced project. The improvements will extend water and wastewater service to the Compass Rose School. The project consists of the installation of approximately 3,250 LF of 15" new SDR-26 PVC wastewater gravity main and associated manholes. The project proposes the installation of approximately 3,250 linear feet of 16" Ductile Iron waterline, gate valves and fire hydrants.

LEGAL REVIEW: Completed
FISCAL IMPACT: Yes, Funding through Capital Improvement Funds
PRESENTATION: No
ATTACHMENTS: Yes

- *Recommendation of Award*
- *Bid Tabulation*
- *Agreement*

STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council award a construction contract to BRCA, LLC dba Blackrock Construction in the amount of \$648,530.20 for all base bid and alternate bid items B1, C1, D1, D2 and D3 for the FM 973 Water and Wastewater Improvements.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

October 13, 2021

Hon. Dr. Larry Wallace Jr.
City of Manor, Texas
105 E. Eggleston Street
Manor, Texas 78653

Re: FM 973 Water and Wastewater Improvements – CIP Projects #W-31 and #S-19
Letter of Award Recommendation

Dear Mayor Wallace:

Bids were publicly opened and read on September 24, 2021, for the above-referenced project. As reflected on the attached Bid Tabulation, eight (8) bids were received. The lowest, responsive, responsible bidder is BRCA, LLC dba Blackrock Construction. We have contacted this bidder and confirmed they want the contract at the amount bid.

As a result of our evaluation and verification of contractor references, we hereby recommend the City award a construction contract to BRCA, LLC dba Blackrock Construction in the amount of \$648,530.20 for all Base Bid and Alternate Bid Items B1, C1, D1, D2 and D3 work, with final amounts dependent on the actual installed quantities. Our office has confirmed with City Staff that the project is within budgeted amounts and is therefore within the fundable range.

We have prepared a Notice of Award and Agreement for execution by you in the event the City Council votes to follow this recommendation. Once the Contractor signs the Agreement and all bond and insurance requirements have been satisfied, a Notice to Proceed will be issued. Under the General Conditions of the Agreement, the Contractor shall begin construction within ten (10) days of the Notice to Proceed and substantially complete the project within one hundred and eighty (180) calendar days excluding any justified delays. Please call if you should have any questions in this regard.

Sincerely,



Pauline M. Gray, P.E.
PMG/s
Enclosure

Pn: 14628

BID TABULATION
 Bid Date: September 24, 2021

Project: FM 973 Water and Wastewater Improvements
 Owner: City of Manor, Texas

Engineer: GBA /Jaeco
 Checked By: Kristin Aronhalt

Project:
 Owner:

| Bid Item | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | |
|--|-----------------------------------|----------------------------------|---|--|---|-----------------------------|---|-------------------------|--|--|---|--|--|--|------------|
| Description | Silt Fence, complete and in place | Stabilized Construction Entrance | Restoration and Revegetation of disturbed areas | Stormwater Pollution Prevention Plan, including Notice of Intent | Trench Safety-Wastewater, including engineered trench safety plan complete and in place | Bypass Pumping - wastewater | Connection to existing wastewater manhole | Recoat Existing manhole | 8" SDR-26 PVC, ASTM 3034 Gravity Wastewater Line (0'-10' Depth) including clearing & grubbing, excavation, pipe bedding and backfill, fittings and connections, per LF | 12" SDR-26 PVC, ASTM 3034 Gravity Wastewater Main (0'-10' Depth) including clearing & grubbing, excavation, pipe bedding & backfill, fittings and connections, complete and in place | Cut and Restore Pavement, including saw cut, base, compaction, tack coat, HMAC and replacement of pavement markings, complete and in place. | 4' Diameter Concrete Manhole, including clearing & grubbing, excavation, backfill, coatings, fittings and connections, complete and in place | Trench Safety-Water, including engineered trench safety plan complete and in place | Connection to existing waterline including all transition gaskets and fittings | |
| Quantity | 4,519 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 2,480 | 740 | 25 | 11 | 1 | 1 | |
| Bidder | Unit | LF | EA | LS | LS | LS | LS | LF | EA | LF | LF | LF | EA | LS | EA |
| Blackrock Construction 1475 Heritage Parkway #113 Mansfield, TX 76063 | Unit Price | \$3.00 | \$1,250.00 | \$5,000.00 | \$1,500.00 | \$2,000.00 | \$7,500.00 | \$3,250.00 | \$3,500.00 | \$56.50 | \$69.50 | \$100.00 | \$7,750.00 | \$1,000.00 | \$1,260.00 |
| | Item Cost | \$13,557.00 | \$1,250.00 | \$5,000.00 | \$1,500.00 | \$2,000.00 | \$7,500.00 | \$3,250.00 | \$3,500.00 | \$140,120.00 | \$51,430.00 | \$2,500.00 | \$85,250.00 | \$1,000.00 | \$1,260.00 |
| JKB Construction Company P.O. Box 1001 Liberty Hill, TX 78642 | Unit Price | \$3.85 | \$1,152.10 | \$39,265.25 | \$10,880.70 | \$960.10 | \$12,800.85 | \$3,200.25 | \$1,280.10 | \$49.95 | \$74.10 | \$614.45 | \$4,859.20 | \$6,573.25 | \$1,753.75 |
| | Item Cost | \$17,398.15 | \$1,152.10 | \$39,265.25 | \$10,880.70 | \$960.10 | \$12,800.85 | \$3,200.25 | \$1,280.10 | \$123,876.00 | \$54,834.00 | \$15,361.25 | \$53,451.20 | \$6,573.25 | \$1,753.75 |
| Cedar Hills Construction LLC 4125 Novella Cove Leander, TX 78641 | Unit Price | \$3.00 | \$2,000.00 | \$6,500.00 | \$3,600.00 | \$500.00 | \$1,000.00 | \$4,500.00 | \$1,300.00 | \$74.00 | \$85.00 | \$225.00 | \$6,500.00 | \$1,500.00 | \$5,000.00 |
| | Item Cost | \$13,557.00 | \$2,000.00 | \$6,500.00 | \$3,600.00 | \$500.00 | \$1,000.00 | \$4,500.00 | \$1,300.00 | \$183,520.00 | \$62,900.00 | \$5,625.00 | \$71,500.00 | \$1,500.00 | \$5,000.00 |
| M&C Fonseca Construction Co. 1901 Praire Creek Road Granite Shoals, TX 78654 | Unit Price | \$5.00 | \$1,250.00 | \$5,000.00 | \$5,000.00 | \$9,660.00 | \$15,000.00 | \$1,000.00 | \$3,500.00 | \$70.00 | \$92.50 | \$105.00 | \$5,850.00 | \$1,915.00 | \$4,500.00 |
| | Item Cost | \$22,595.00 | \$1,250.00 | \$5,000.00 | \$5,000.00 | \$9,660.00 | \$15,000.00 | \$1,000.00 | \$3,500.00 | \$173,600.00 | \$68,450.00 | \$2,625.00 | \$64,350.00 | \$1,915.00 | \$4,500.00 |
| K&R Flanigan Construction, LLC 5114 Lampasas Lane Belton, TX 76513 | Unit Price | \$4.60 | \$2,454.00 | \$19,182.00 | \$23,103.00 | \$7,355.00 | \$26,642.00 | \$4,393.00 | \$5,258.00 | \$64.30 | \$76.00 | \$98.00 | \$5,026.00 | \$3,391.00 | \$4,193.00 |
| | Item Cost | \$20,787.40 | \$2,454.00 | \$19,182.00 | \$23,103.00 | \$7,355.00 | \$26,642.00 | \$4,393.00 | \$5,258.00 | \$159,464.00 | \$56,240.00 | \$2,450.00 | \$55,286.00 | \$3,391.00 | \$4,193.00 |
| Royal Vista Inc. 350 County Road 260 Liberty Hill, TX 78642 | Unit Price | \$4.00 | \$1,000.00 | \$12,000.00 | \$5,000.00 | \$10,000.00 | \$13,064.00 | \$1,800.00 | \$1,800.00 | \$75.00 | \$85.00 | \$75.00 | \$4,950.00 | \$8,500.00 | \$2,000.00 |
| | Item Cost | \$18,076.00 | \$1,000.00 | \$12,000.00 | \$5,000.00 | \$10,000.00 | \$13,064.00 | \$1,800.00 | \$1,800.00 | \$186,000.00 | \$62,900.00 | \$1,875.00 | \$54,450.00 | \$8,500.00 | \$2,000.00 |
| Nelson Lewis Inc. P.O. Box 235 Marble Falls, TX 78654 | Unit Price | \$4.00 | \$1,200.00 | \$13,000.00 | \$3,500.00 | \$3,000.00 | \$23,000.00 | \$4,000.00 | \$3,500.00 | \$75.00 | \$95.00 | \$100.00 | \$7,000.00 | \$500.00 | \$2,500.00 |
| | Item Cost | \$18,076.00 | \$1,200.00 | \$13,000.00 | \$3,500.00 | \$3,000.00 | \$23,000.00 | \$4,000.00 | \$3,500.00 | \$186,000.00 | \$70,300.00 | \$2,500.00 | \$77,000.00 | \$500.00 | \$2,500.00 |
| Arguijo Utility Services, LLC 2800W 42nd Street Odessa, TX 79764 | Unit Price | \$12.99 | \$12,861.06 | \$16,410.43 | \$3,418.84 | \$7,401.79 | \$3,593.65 | \$1,393.96 | \$3,779.53 | \$62.78 | \$83.46 | \$561.51 | \$7,973.22 | \$7,401.79 | \$2,421.67 |
| | Item Cost | \$58,701.81 | \$12,861.06 | \$16,410.43 | \$3,418.84 | \$7,401.79 | \$3,593.65 | \$1,393.96 | \$3,779.53 | \$155,694.40 | \$61,760.40 | \$14,037.75 | \$87,705.42 | \$7,401.79 | \$2,421.67 |

BID TABULATION
 Bid Date: September 24, 2021

FM 973 Water and Wastewater Improvements
 City of Manor, Texas

Engineer: GBA /Jaeco
 Checked By: Kristin Aronhalt

| Bid Item | 15 | 16 | 17 | 18 | 19 | | |
|--|--|--|-------------------------------------|-----------------------|-----------------------|--------------------|--------------|
| Description | 12" PVC C-900 DR 18 Water Line including all excavation, pipe, fittings, restraints, thrust blocking, embedment, backfill, compaction, locating tape, and grading, complete and in place | 12" Gate Valve w/ Valve Box and Lid, including all excavation, connections, restraints, thrust blocking, backfill, compaction, concrete cap and grading, complete and in place | 12" Plug/Cap, complete and in place | Fire Hydrant Assembly | Automatic Flush Valve | Total of Bid Items | |
| Quantity | 1,915 | 1 | 1 | 3 | 1 | | |
| Bidder | Unit | LF | EA | EA | EA | EA | |
| Blackrock Construction 1475 Heritage Parkway #113 Mansfield, TX 76063 | Unit Price | \$86.00 | \$3,425.00 | \$870.00 | \$5,945.00 | \$8,450.00 | \$514,387.00 |
| | Item Cost | \$164,690.00 | \$3,425.00 | \$870.00 | \$17,835.00 | \$8,450.00 | |
| JKB Construction Company P.O. Box 1001 Liberty Hill, TX 78642 | Unit Price | \$92.85 | \$3,256.15 | \$343.10 | \$5,664.40 | \$6,360.39 | \$547,547.54 |
| | Item Cost | \$177,807.75 | \$3,256.15 | \$343.10 | \$16,993.20 | \$6,360.39 | |
| Cedar Hills Construction LLC 4125 Novella Cove Leander, TX 78641 | Unit Price | \$82.00 | \$3,500.00 | \$1,100.00 | \$5,800.00 | \$6,800.00 | \$548,832.00 |
| | Item Cost | \$157,030.00 | \$3,500.00 | \$1,100.00 | \$17,400.00 | \$6,800.00 | |
| M&C Fonseca Construction Co. 1901 Praire Creek Road Granite Shoals, TX 78654 | Unit Price | \$87.00 | \$4,500.00 | \$900.00 | \$6,200.00 | \$9,000.00 | \$578,050.00 |
| | Item Cost | \$166,605.00 | \$4,500.00 | \$900.00 | \$18,600.00 | \$9,000.00 | |
| K&R Flanigan Construction, LLC 5114 Lampasas Lane Belton, TX 76513 | Unit Price | \$82.40 | \$3,979.00 | \$1,045.00 | \$5,672.00 | \$8,544.00 | \$578,578.40 |
| | Item Cost | \$157,796.00 | \$3,979.00 | \$1,045.00 | \$17,016.00 | \$8,544.00 | |
| Royal Vista Inc. 350 County Road 260 Liberty Hill, TX 78642 | Unit Price | \$89.00 | \$3,500.00 | \$600.00 | \$4,950.00 | \$7,150.00 | \$575,000.00 |
| | Item Cost | \$170,435.00 | \$3,500.00 | \$600.00 | \$14,850.00 | \$7,150.00 | |
| Nelson Lewis Inc. P.O. Box 235 Marble Falls, TX 78654 | Unit Price | \$95.00 | \$3,500.00 | \$600.00 | \$6,500.00 | \$7,000.00 | \$620,601.00 |
| | Item Cost | \$181,925.00 | \$3,500.00 | \$600.00 | \$19,500.00 | \$7,000.00 | |
| Argujio Utility Services, LLC 2800W 42nd Street Odessa, TX 79764 | Unit Price | \$91.31 | \$4,269.34 | \$1,225.08 | \$6,944.51 | \$8,416.32 | \$646,185.42 |
| | Item Cost | \$174,858.65 | \$4,269.34 | \$1,225.08 | \$20,833.53 | \$8,416.32 | |

BID TABULATION
 Bid Date: September 24, 2021

Project: FM 973 Water and Wastewater Improvements
 Owner: City of Manor, Texas

Engineer:
 Checked By:

GBA /Jaeco
 Kristin Aronhalt

| Bid Item | A1 | | B1 | | C1 | | D1 | D2 | D3 | | |
|--|--|--------------------------------|--|--------------------------------|---|--------------------------------|---|--|--------------------------------------|--------------------------------|---|
| Description | 12" SDR-26 PVC, ASTM 3034 Gravity Wastewater Main (0'-10' Depth) in-lieu of 8" SDR-26 PVC, ASTM 3034 Gravity Wastewater Main (0'-10' Depth), including clearing & grubbing, excavation, pipe bedding & backfill, fittings and connections, complete and in place | Total of Alternate Bid A Items | 15" SDR-26 PVC, ASTM 3034 Gravity Wastewater Main (0'-10' Depth) in-lieu of 8" SDR-26 PVC, ASTM 3034 Gravity Wastewater Main (0'-10' Depth), including clearing & grubbing, excavation, pipe bedding & backfill, fittings and connections, complete and in place | Total of Alternate Bid B Items | 15" SDR-26 PVC, ASTM 3034 Gravity Wastewater Main (0'-10' Depth) in-lieu of 12" SDR-26 PVC, ASTM 3034 Gravity Wastewater Main (0'-10' Depth), including clearing & grubbing, excavation, pipe bedding & backfill, fittings and connections, complete and in place | Total of Alternate Bid C Items | 16" Ductile Iron Pipe, in lieu of 12" C-900 PVC water pipe including all excavation, pipe, fittings, restraints, thrust blocking, embedment, backfill, compaction, locating tape, and grading, complete and in place. | 16" Gate Valve in lieu of 12" gate valve w/ Valve Box and Lid, including all excavation, connections, restraints, thrust blocking, backfill, compaction, concrete cap and grading, complete and in place | 16" Plug/Cap in lieu of 12" Plug/Cap | Total of Alternate Bid D Items | Total of Base Bid & Alternate Bid Items B1, C1, D1, D2 and D3 |
| Quantity | 2,480 | | 2,480 | | 740 | | 1,915 | 1 | 1 | | |
| Unit | LF | | LF | | LF | | LF | EA | EA | | |
| Bidder | Unit Price | | Unit Price | | Unit Price | | Unit Price | | Unit Price | | |
| Blackrock Construction 1475 Heritage Parkway #113 Mansfield, TX 76063 | \$70.50 | \$174,840.00 | \$86.50 | \$214,520.00 | \$86.43 | \$63,958.20 | \$108.00 | \$8,105.00 | \$1,275.00 | \$216,200.00 | \$648,530.20 |
| JKB Construction Company P.O. Box 1001 Liberty Hill, TX 78642 | \$75.35 | \$186,868.00 | \$97.75 | \$242,420.00 | \$97.75 | \$72,335.00 | \$119.45 | \$8,768.60 | \$640.05 | \$238,155.40 | \$740,340.94 |
| Cedar Hills Construction LLC 4125 Novella Cove Leander, TX 78641 | \$90.00 | \$223,200.00 | \$114.00 | \$282,720.00 | \$110.00 | \$81,400.00 | \$111.00 | \$9,000.00 | \$2,400.00 | \$223,965.00 | \$728,867.00 |
| M&C Fonseca Construction Co. 1901 Praire Creek Road Granite Shoals, TX 78654 | \$92.50 | \$229,400.00 | \$115.00 | \$285,200.00 | \$115.00 | \$85,100.00 | \$128.00 | \$11,000.00 | \$2,300.00 | \$258,420.00 | \$792,715.00 |
| K&R Flanigan Construction, LLC 5114 Lampasas Lane Belton, TX 76513 | \$88.50 | \$219,480.00 | \$111.60 | \$276,768.00 | \$97.40 | \$72,076.00 | \$105.20 | \$10,891.00 | \$1,477.00 | \$213,826.00 | \$762,724.40 |
| Royal Vista Inc. 350 County Road 260 Liberty Hill, TX 78642 | \$85.00 | \$210,800.00 | \$115.00 | \$285,200.00 | \$115.00 | \$85,100.00 | \$125.00 | \$8,950.00 | \$1,100.00 | \$249,425.00 | \$771,290.00 |
| Nelson Lewis Inc. P.O. Box 235 Marble Falls, TX 78654 | \$95.00 | \$235,600.00 | \$112.00 | \$277,760.00 | \$115.00 | \$85,100.00 | \$120.00 | \$10,000.00 | \$800.00 | \$240,600.00 | \$781,736.00 |
| Arguijo Utility Services, LLC 2800W 42nd Street Odessa, TX 79764 | \$74.59 | \$184,983.20 | \$97.75 | \$242,420.00 | \$97.47 | \$72,127.80 | \$117.50 | \$7,105.66 | \$4,737.11 | \$236,855.27 | \$799,780.62 |
| | | | | | | | | | | | |

AGREEMENT

STATE OF TEXAS)(

COUNTY OF TRAVIS)(

THIS AGREEMENT, made and entered into this ____ day of _____, AD 20____, by and between the City of Manor, Texas, a home rule municipal corporation, with principal offices located at 105 East Eggleston St., Manor, Texas 78653, hereinafter termed OWNER, or CITY and BRCT LLC dba Blackrock Construction. a limited liability company, with principal offices located at 1475 Heritage Parkway, #113, Mansfield T 76063, hereinafter termed CONTRACTOR.

WITNESSETH: That for and in consideration of the mutual terms, conditions, and covenants of this Agreement and the accompanying documents between OWNER and CONTRACTOR and for and in consideration of payments as set forth therein, CONTRACTOR hereby agrees with the said Owner to commence and complete the following Project:

**FM 973 WATER AND WASTEWATER IMPROVEMENTS
FOR THE CITY OF MANOR, TEXAS**

for all base bid work and all extra work in connection therewith, under the terms as stated in the Contract Documents and at CONTRACTOR’s own proper cost and expense to furnish all the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary to construct and complete FM 973 WATER AND WASTEWATER IMPROVEMENTS (the “Project” or “Work”), in accordance with the Contractor's Proposal, Instructions to Bidders, Special Provisions, Supplementary Conditions, General Conditions, Performance bond, Payment bond, Drawings, Plans and Technical Specifications and other drawings and printed or written explanatory matter thereof, and the addenda therefore, as prepared by Jay Engineering Company, Inc. herein entitled the ENGINEER, and approved by the OWNER, all of which are made a part hereof and collectively evidence and constitute the entire contract (the “Contract Documents”).

The CONTRACTOR hereby agrees to commence work within **ten (10)** days after the date written notice to do so shall have been given to him, and to substantially complete all **BASE BID AND ALTERNATE BID B1, C1, D1, D2 and D3 WORK** within **ONE HUNDRED AND EIGHTY (180) calendar days** after the date specified in the written Notice To Proceed.

Waiver of any breach of this Agreement shall not constitute waiver of any subsequent breach.

The OWNER agrees to pay the CONTRACTOR, for satisfactory performance of this Agreement, in current funds the price or prices shown in the Contractor’s Proposal, which forms a part of this contract, such payments to be subject to proper completion of the contract, in the total amount of \$648,530.20, (six hundred forty-eight thousand five hundred thirty dollars and twenty cents), subject to proper additions and deductions (the “Contract Amount”), all as

provided in the General Conditions of this Agreement. The financial obligations of the City under this Agreement shall be paid from current funds and shall be subject to funds being appropriated and budgeted in sufficient amounts to satisfy such obligations.

Although drawn by the OWNER, both parties hereto expressly agree and assert that in the event of any dispute over its meaning or application, this Agreement shall be interpreted reasonably and fairly, and neither more strongly for nor against either party.

The CONTRACTOR agrees that time is of the essence on this contract and that for each calendar day of delay beyond the time established for completion of the work specified and contracted for, the Owner may withhold permanently from the CONTRACTOR'S compensation the sum of **Five Hundred Dollars (\$500.00)** as stipulated liquidated damages for delay.

In accordance with Chapter 2270, Texas Government Code, the CITY may not enter into a contract with a company for goods and services unless the contract contains a written verification from the company that it: (a) does not boycott Israel; and (2) will not boycott Israel during the term of the contract. The signatory executing this contract on behalf of the company verifies that CONTRACTOR does not boycott Israel and will not boycott Israel during the term of this Agreement.

To the extent this Agreement constitutes a governmental contract within the meaning of Section 2252.151 of the Texas Government Code, as amended, solely for purposes of compliance with Chapter 2252 of the Texas Government Code, and except to the extent otherwise required by applicable federal law, CONTRACTOR represents that CONTRACTOR nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of CONTRACTOR is a company listed by the Texas Comptroller of Public Accounts under Sections 2270.0201, or 2252.153 of the Texas Government Code.

IN WITNESS WHEREOF, both parties have caused this Agreement to be signed in their respective corporate names by duly authorized representatives, and the parties hereby bind themselves, their successors and assigns for the faithful and full performance of the terms and provisions hereof.

EXECUTED on the latest date of the signatories indicated below

OWNER

CONTRACTOR

By: _____

By: _____

Title: Mayor, City of Manor

Title: _____

Printed Name: _____

Printed Name: _____

Date Signed: _____

Date Signed: _____

ATTEST:

ATTEST:

City Secretary, City of Manor



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Short Form Final Plat for the Hill Lane Industrial Subdivision, two (2) lots on 46.45 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located at 10111 Hill Lane, Manor, TX.

Applicant: Garza EMC
Owner: Butler Family Partnership, Ltd.

BACKGROUND/SUMMARY:

This plat has been approved by our engineers. The property was previously zoned to Light Industrial, and they are platting the property into 2 lots for proposed distribution centers totaling 307,000 sf, which are in permit review.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Letter of Intent
- Plat
- Engineer Comments
- Conformance Letter

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council approve a Short Form Final Plat for the Hill Lane Industrial Subdivision, two (2) lots on 46.45 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located at 10111 Hill Lane, Manor, TX.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



07/01/2021

Mr. Scott Dunlop
 City of Manor Development services
 105 E. Eggleston Street
 Manor, Texas 77865

RE: Engineer's Summary Letter
 Short Form Final Plat Application
 Hill Industrial
 Austin, Travis County, Texas

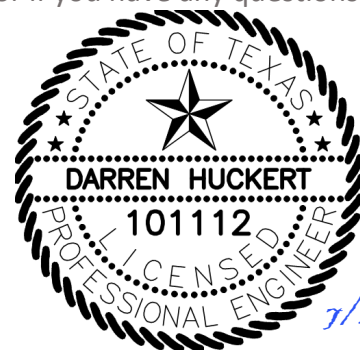
Dear Mr. Dunlop,

On behalf of the owner, Butler Family Partnership LTD, Garza EMC is submitting this Short Form Final Plat Application for the above referenced project. We request for this plat to be reviewed under Manor Code of Ordinances, Chapter 10, Exhibit A, Article II, Section 20B Alternative Review Procedure. The parent tract consists of 100 acres out of the James Manor Survey No. 40 Abstract 546, which is located northeast of the intersection of SH 130 and Hwy 290 and is bounded to the north by Hill Lane. The subject short form plat is comprised of the eastern 46.45 acres within the Manor City Limits and is proposed to be subdivided into a two (2) lot subdivision with this application.

This site is located within the Gilleland Creek Watershed with no portion of the site located within the Edwards Aquifer Recharge or Transition Zone. The southern portion of the site lies within the Federal Emergency Management Agency 100-year and 500-year floodplains.

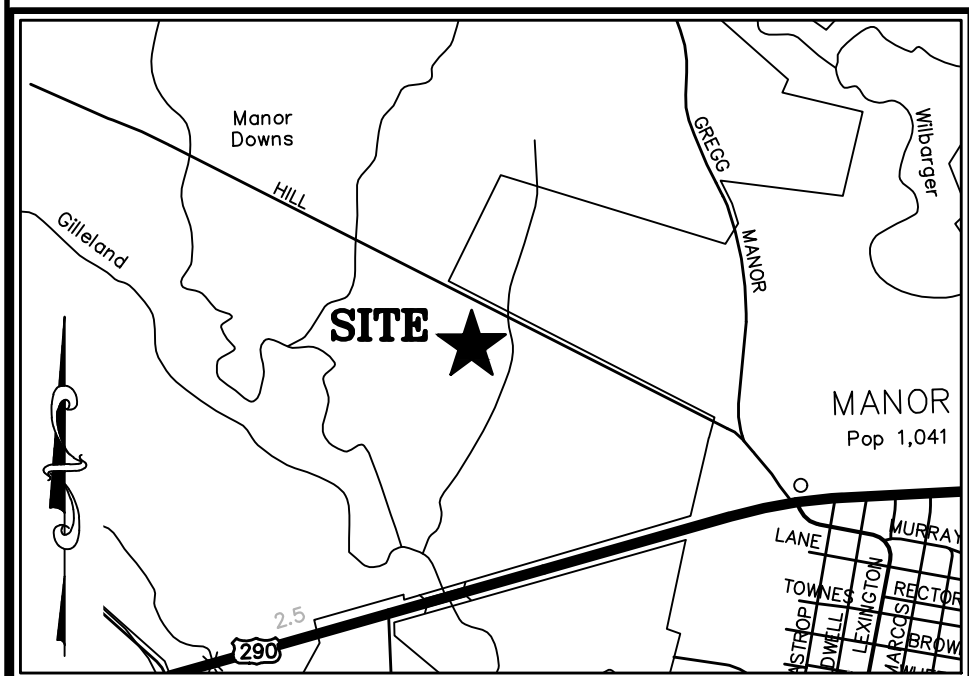
Please contact our office should you require any additional items or if you have any questions in your review of the application.

Sincerely,
 Darren Huckert, P.E., LEED AP
 Vice President



V:\113604-00007\Civil\01-Word Docs\Reports\Drainage Study\Cold Site Drainage Report.docx\CA

Garza EMC, LLC
 7708 Rialto Blvd.
 Suite 125
 Austin, Texas 78735
 o: 512.291.0000
 f: 512.291.0000
 www.garzaemc.com



VICINITY MAP

SCALE: 1" = 2000'

SURVEY CONTROL:
STATE PLANE GRID CONTROL FOR THIS SURVEY IS BASED ON A 1/2" IRON ROD WITH "4WARD CONTROL" CAP SET, GRID COORDINATES AND ELEVATIONS (NAVD 88) SHOWN HEREON WERE DERIVED FROM GPS STATIC OBSERVATIONS ON DATE MARCH 25, 2021, STATIC DATA PROCESSED BY O.P.U.S.

LOT SUMMARY:
TOTAL NUMBER OF LOTS : 2

| | | |
|-------------------|---------------|---------------------|
| LOT 1 | 30.5778 ACRES | (1,331,970 SQ. FT.) |
| LOT 2 | 15.7138 ACRES | (684,493 SQ. FT.) |
| R.O.W. DEDICATION | 0.1578 ACRE | (6,872 SQ. FT.) |
| TOTAL | 46.4494 ACRES | (2,023,335 SQ. FT.) |

| LINE TABLE | | |
|------------|-------------|-----------|
| LINE # | DIRECTION | LENGTH |
| L1 | N62°24'06"W | 511.25' |
| L2 | S62°14'20"E | 1,375.18' |
| L3 | N26°57'52"E | 40.79' |
| L4 | N63°02'08"W | 119.97' |
| L5 | S43°49'52"W | 5,141.23' |

| CURVE TABLE | | | | | | | |
|-------------|-----------|---------|----------|-------------|----------|--|--|
| CURVE # | RADIUS | LENGTH | DELTA | BEARING | DISTANCE | | |
| C1 | 3,760.84' | 314.40' | 4°47'23" | N40°48'24"E | 314.31' | | |

SURVEY CONTROL POINT
GRID N: 10,104,517.99
GRID E: 3,166,279.68
ELEV. = 538.52'

GRID N: 10,103,635.37
GRID E: 3,167,944.55

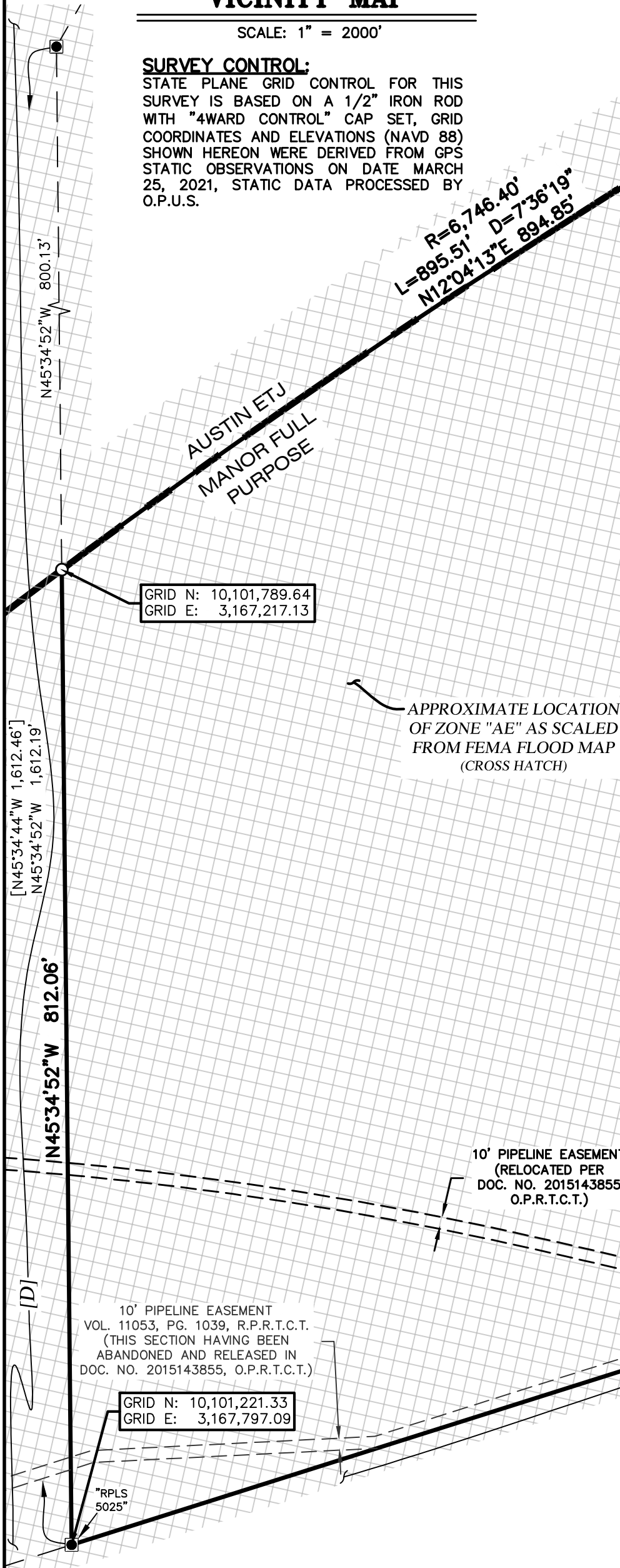
APPROXIMATE LOCATION OF SURVEY LINE
CALLED 24.811 ACRES
2020 ADELANTE, LLC
DOC. NO. 2020246195, O.P.R.T.C.T.

JAMES MANOR SURVEY NO. 40 ABSTRACT NO. 546

LOT 2 LIGHT INDUSTRIAL

LOT 1 LIGHT INDUSTRIAL

HILL LANE (R.O.W. VARIES)
S62°24'06"E 1,492.02'
S62°24'06"E 980.71'
S62°24'06"E 982.74'
S62°24'06"E 982.74'



R=6,746.40'
L=895.51'
N12°04'13"E 894.85'

APPROXIMATE LOCATION OF ZONE "AE" AS SCALED FROM FEMA FLOOD MAP (CROSS HATCH)

APPROXIMATE LOCATION OF ZONE "X" (SHADED) AS SCALED FROM FEMA FLOOD MAP (SOLID HATCH)

10' PIPELINE EASEMENT
VOL. 11053, PG. 1039, R.P.R.T.C.T.;
DOC. NO. 2011042154, O.P.R.T.C.T.;
DOC. NO. 2011147986, O.P.R.T.C.T.;
DOC. NO. 2015143855, O.P.R.T.C.T.

10' PIPELINE EASEMENT (RELOCATED PER DOC. NO. 2015143855, O.P.R.T.C.T.)

10' PIPELINE EASEMENT
VOL. 11053, PG. 1039, R.P.R.T.C.T.
(THIS SECTION HAVING BEEN ABANDONED AND RELEASED IN DOC. NO. 2015143855, O.P.R.T.C.T.)

REMAINDER OF A CALLED 104.825 ACRES
LAS ENTRADAS DEVELOPMENT CORPORATION
DOC. NO. 2007002485, O.P.R.T.C.T.

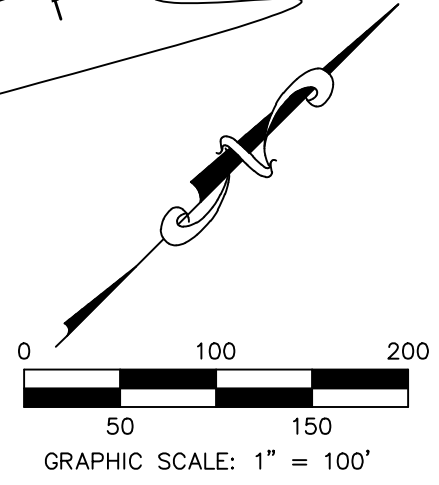
FLOODPLAIN NOTE:

THIS PROPERTY IS LOCATED PARTIALLY WITHIN ZONE 'X' (UNSHADED), AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, AND PARTIALLY WITHIN ZONE X (SHADED), AREAS OF 0.2% ANNUAL CHANCE FLOOD; AREAS OF 1% ANNUAL CHANCE FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 1% ANNUAL CHANCE FLOOD, AND PARTIALLY WITHIN ZONE AE, SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD AS SHOWN ON F.I.R.M. MAP NO. 48453C0480J, TRAVIS COUNTY, TEXAS AND INCORPORATED AREAS, MAP REVISED AUGUST 18, 2014.

BEARING BASIS:

ALL BEARINGS ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, GRID NORTH, CENTRAL ZONE, (4203), NAD83, ALL DISTANCES WERE ADJUSTED TO SURFACE USING A COMBINED SCALE FACTOR OF 1.000081326605.

LOT 1, BLOCK A
0.132 ACRE
R.O.W. DEDICATION



LEGEND

| | | | | | | | |
|--|--|--|--------------------------|--|---|------------|---|
| | PROPERTY LINE | | SURVEY CONTROL POINT | | 1/2" IRON ROD FOUND (UNLESS NOTED) | D.R.T.C.T. | DEED RECORDS, TRAVIS COUNTY, TEXAS |
| | EXISTING PROPERTY LINES | | VOL./PG. VOLUME, PAGE | | 3/4" IRON PIPE FOUND (UNLESS NOTED) | (.....) | RECORD INFORMATION PER PLAT VOL. 4282 PG. 1082 |
| | EXISTING EASEMENTS | | DOC. NO. DOCUMENT NUMBER | | OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS | [.....] | RECORD INFORMATION PER DEED DOC. NO. 2018018641 |
| | IRON ROD WITH "CHAPARRAL" CAP FOUND (UNLESS NOTED) | | R.O.W. RIGHT-OF-WAY | | REAL PROPERTY RECORDS, TRAVIS COUNTY, TEXAS | {.....} | RECORD INFORMATION PER PLAT DOC. NO. 202000038 |
| | 1/2" IRON ROD WITH "4WARD BOUNDARY" CAP SET | | B.L. BUILDING LINE | | | | |
| | CALCULATED POINT | | | | | | |

FINAL PLAT OF HILL INDUSTRIAL
City of Manor,
Travis County, Texas

4WARD Land Surveying
A Limited Liability Company
PO Box 90876, Austin Texas 78709
WWW.4WARDLS.COM (512) 537-2384
TBPELS FIRM #10174300

| | |
|--------------|-----------|
| Date: | 8/10/2021 |
| Project: | 01228 |
| Scale: | 1" = 100' |
| Reviewer: | DV |
| Tech: | DV |
| Field Crew: | TS/JTC |
| Survey Date: | JUNE 2021 |
| Sheet: | 1 OF X |

#C8J-2021-00XX.0A



Texas Engineering Firm #4242

Date: Monday, August 9, 2021

Darren Huckert
Garza EMC
7708 Rialto Blvd, Ste. 125
Austin TX 78735
dhuckert@garzaemc.com

Permit Number 2021-P-1341-SF
Job Address: Hill Lane - Butler Tract Industrial, Manor , TX. 78653

Dear Darren Huckert,

The first submittal of the Hill Lane - Butler Tract Industrial (*Short Form Final Plat*) submitted by Garza EMC and received on August 13, 2021, 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@gbateam.com.

1. The proposed uses and reservations for each lot should be provided on the plat.
2. A right-of-way (ROW) dedication is required for the lot. For the ROW calculations, it is currently a 50' ROW. Each property on either side of Hill Lane needs to dedicate 7' of ROW. Please provide 7' of ROW dedication on the proposed lot along Hill Lane.
3. The locations of building setback lines should be provided on the plat.
4. Plat note #2 should be updated to read what type of easements.
5. Plat note #10 can be removed as no public streets are proposed with the project.
6. Final copies of the plat are to be sealed by both the engineer and surveyor.

8/9/2021 10:02:24 AM
Hill Lane - Butler Tract Industrial
2021-P-1341-SF
Page 2

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.
Senior Engineer
Jay Engineering, a Division of GBA



August 12, 2021

Mr. Scott Dunlop
City of Manor Development Services
105 E. Eggleston Street
Manor, Texas 77865

Re: Comment Response Letter
Short Form Final Plat Application
Hill Industrial
Austin, Travis County, Texas

Dear Mr. Dunlop,

On behalf of the owner, Butler Family Partnership LTD, Garza EMC is resubmitting this Short Form Final Plat Application for the above referenced project with the following comments addressed.

1. The proposed uses and reservations for each lot should be provided on the plat.
Uses have been provided.
2. A right-of-way (ROW) dedication is required for the lot. For the ROW calculations, it is currently a 50' ROW. Each property on either side of Hill Lane needs to dedicate 7' of ROW. Please provide 7' of ROW dedication on the proposed lot along Hill Lane.
The 7' ROW is shown along Hill Lane and has been labeled.
3. The locations of building setback lines should be provided on the plat.
Setbacks are not required for IN-1 zoning.
4. Plat note #2 should be updated to read what type of easements.
Plat note #2 updated to specify the pipeline easements.
5. Plat note #10 can be removed as no public streets are proposed with the project.
Plat note #10 has been removed.
6. Final copies of the plat are to be sealed by both the engineer and surveyor.



Please contact our office should you require any additional items or if you have any questions in your review of the application.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jonathan McKee', written over a horizontal line.

Jonathan McKee, P.E.
Vice President
GarzaEMC, LLC



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Final Plat for the Lagos Subdivision Phase 3, one hundred fifty-six (156) lots on 43.86 acre, more or less, out of the Calvin Barker Survey No. 38, Abstract 58, and being located near the intersection of Blake Manor Road and Hamilton Point Circle, Manor, TX.

Applicant: Kimley-Horn & Associates, Inc.
Owner: 706 Development Corp. and Pulte Homes of Texas, L.P.

BACKGROUND/SUMMARY:

This plat has been approved by our engineers. It consists of 152 single family lots, 1 commercial lot, 1 village cluster lot, 1 landscape lot, and 1 ROW dedication lot.

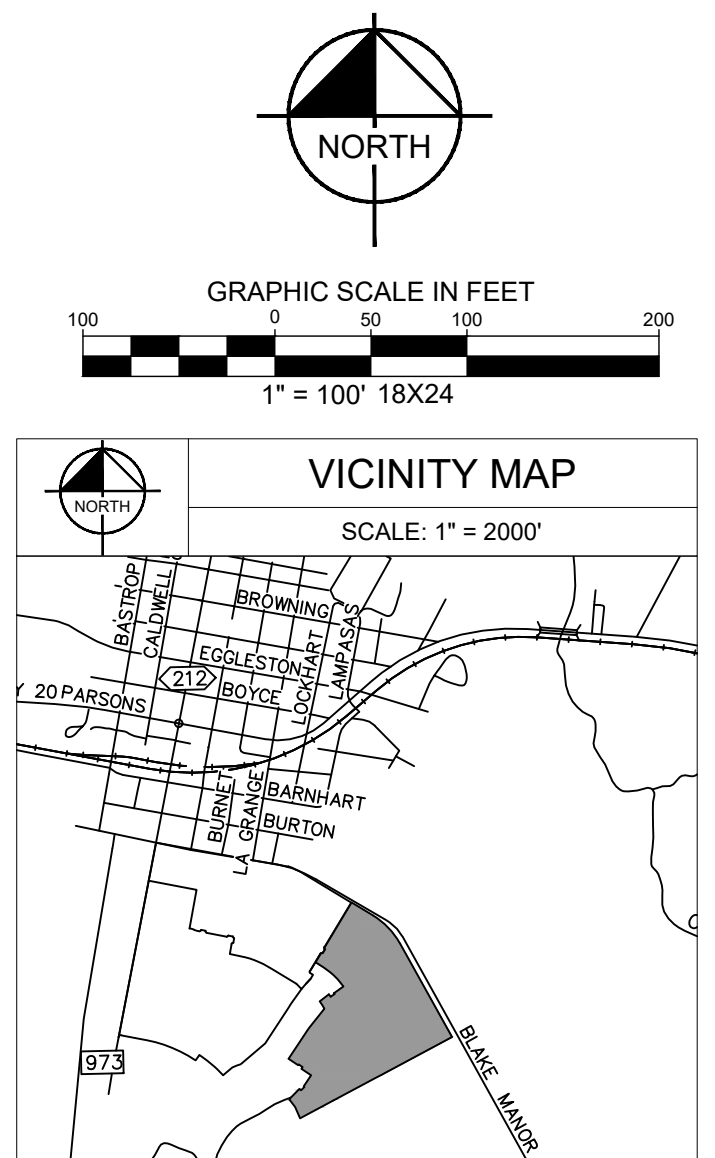
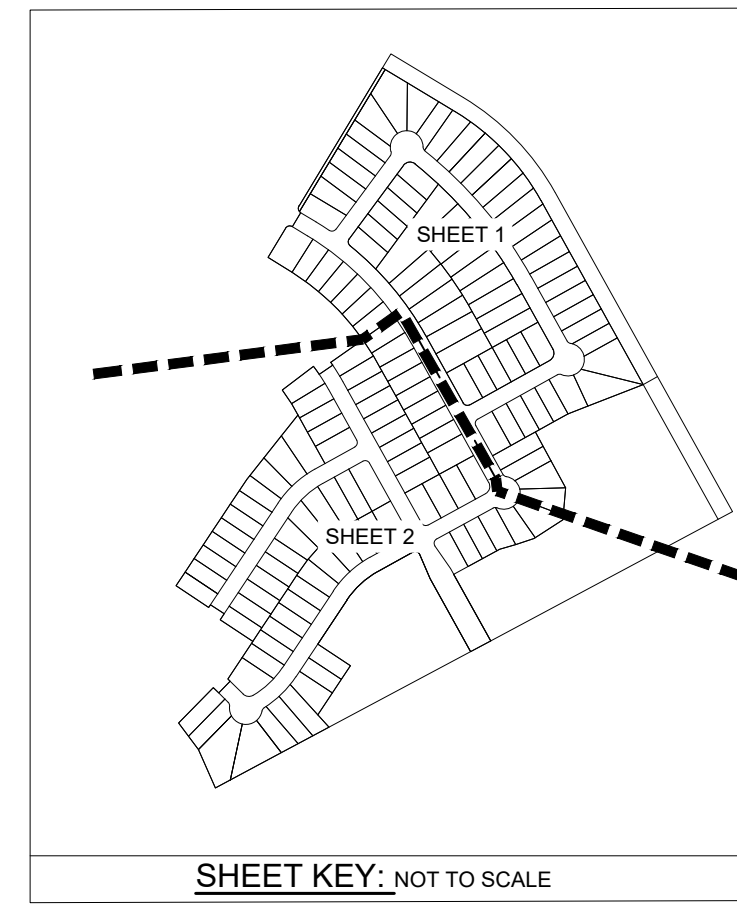
LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Plat
- Engineer Comments
- Conformance Letter

STAFF RECOMMENDATION:

It is the City Staff’s recommendation that the City Council approve a Final Plat for the Lagos Subdivision Phase 3, one hundred fifty-six (156) lots on 43.86 acre, more or less, out of the Calvin Barker Survey No. 38, Abstract 58, and being located near the intersection of Blake Manor Road and Hamilton Point Circle, Manor, TX.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



LEGEND

- IRFC 1/2" IRON ROD FOUND W/ CAP
- FOUND "X" FOUND "X" ON CONCRETE
- IRSC 1/2" IRON ROD W/ "KHA" CAP SET
- P.O.B. POINT OF BEGINNING
- R.O.W. RIGHT OF WAY
- OPRTC OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY TEXAS
- SIDEWALK LINE
- MATCH LINE
- ADJOINER BOUNDARY LINE
- PHASE 3 BOUNDARY LINE
- RIGHT-OF-WAY CENTER LINE
- RIGHT-OF-WAY LINE
- PHASE 3 LOT LINE
- BLOCK IDENTIFIERS

CIVIL ENGINEER:
 KIMLEY-HORN AND ASSOCIATES, INC.
 10814 JOLLYVILLE ROAD, CAMPUS IV, SUITE 200
 AUSTIN, TEXAS 78759
 TBPE FIRM REGISTRATION NO. F-928
 PH: (512) 418-1771 FAX: (512) 418-1791
 CONTACT: JACOB KONDO, P.E.

SURVEYOR:
 KIMLEY-HORN AND ASSOCIATES, INC.
 601 NW LOOP 410, SUITE 350
 SAN ANTONIO, TEXAS 78216
 PH: (210) 541-9166
 CONTACT: GREG MOSIER, R.P.L.S.
 REGISTERED PROFESSIONAL
 LAND SURVEYOR NO. 6330

OWNER/DEVELOPER:
 PULTE HOMES OF TEXAS, L.P.
 9401 AMBERGLEN BOULEVARD, BLDG I, STE 150
 AUSTIN, TX 78729
 PH: (512) 532-3355
 CONTACT: STEPHEN ASHLOCK

OWNER/DEVELOPER:
 706 DEVELOPMENT CORPORATION
 9900 US HIGHWAY 290 E
 MANOR, TX 78653-9720
 PH: (512) 327-7415
 CONTACT: DANNY BARNETT

GENERAL INFORMATION:

| | |
|---------------------------------|--------------|
| TOTAL ACREAGE | 43.857 ACRES |
| TOTAL LINEAR FEET OF ROW | 5,442' |
| ACREAGE OF ROW | 6,526 ACRES |
| NUMBER OF SINGLE FAMILY LOTS | 152 |
| ACREAGE OF SINGLE FAMILY LOTS | 25,828 ACRES |
| NUMBER OF NON-RESIDENTIAL LOTS | 4 |
| ACREAGE OF NON-RESIDENTIAL LOTS | 11,503 ACRES |
| TOTAL NUMBER OF LOTS | 156 |

LOT TYPE SUMMARY TABLE

| PHASE 3 | | | | | |
|-------------|-------|-------|-------|-------|-----------|
| TYPE | A | B | C | D | VARIABLES |
| TOTAL LOTS | 61 | 31 | 30 | 29 | 1 |
| PERCENT (%) | 40.13 | 20.39 | 19.74 | 19.08 | 0.66 |

LOT WIDTH TABLE

| PHASE 3 | | | | |
|---------------|-------|-------|------------------|--------|
| MINIMUM WIDTH | 50' | 60' | 30' (CUL-DE-SAC) | TOTAL |
| TOTAL LOTS | 116 | 27 | 9 | 152 |
| PERCENT (%) | 76.32 | 17.76 | 5.92 | 100.00 |

| BLOCK | LOT | CLASSIFICATION | OWNERSHIP DESIGNATION |
|-------|-----|----------------|-----------------------|
| K | 61 | LANDSCAPE | HOA |

FINAL PLAT - LAGOS PHASE 3
 43.857 ACRES
 BEING A PORTION OF A CALLED 72.132 ACRE TRACT
 RECORDED IN DOCUMENT NO. 2021030519,
 OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY
 CALVIN BAKER SURVEY NO. 38, ABSTRACT NO. 58
 CITY OF MANOR, TRAVIS COUNTY, TEXAS

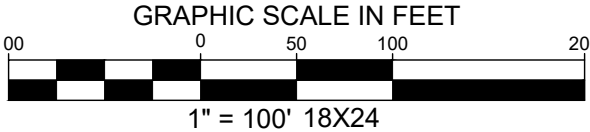
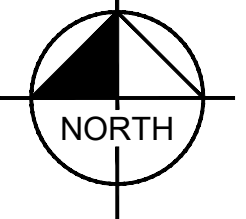
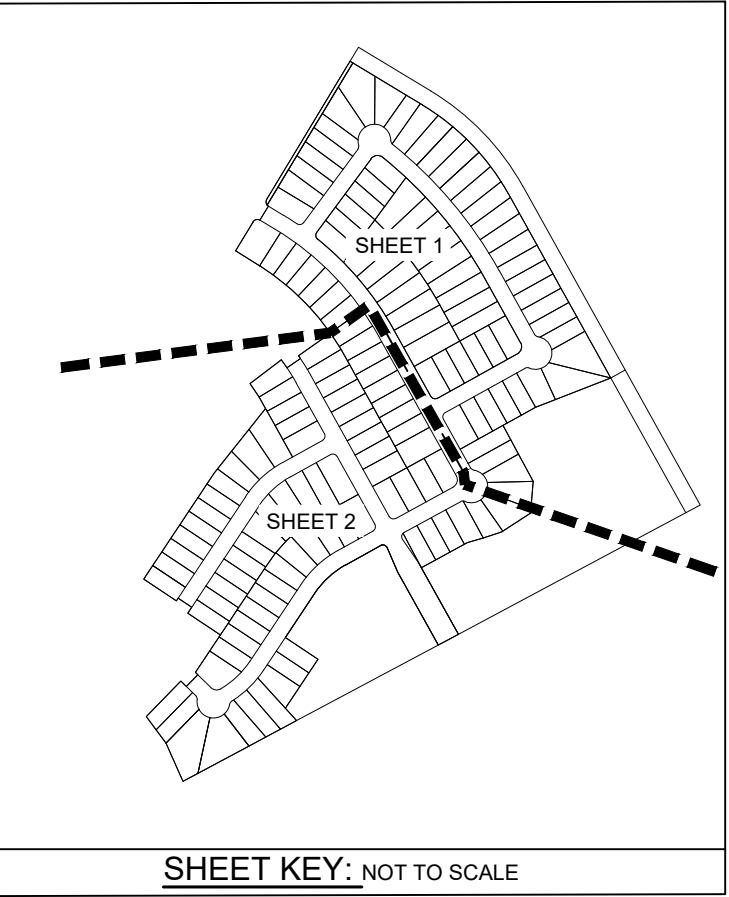
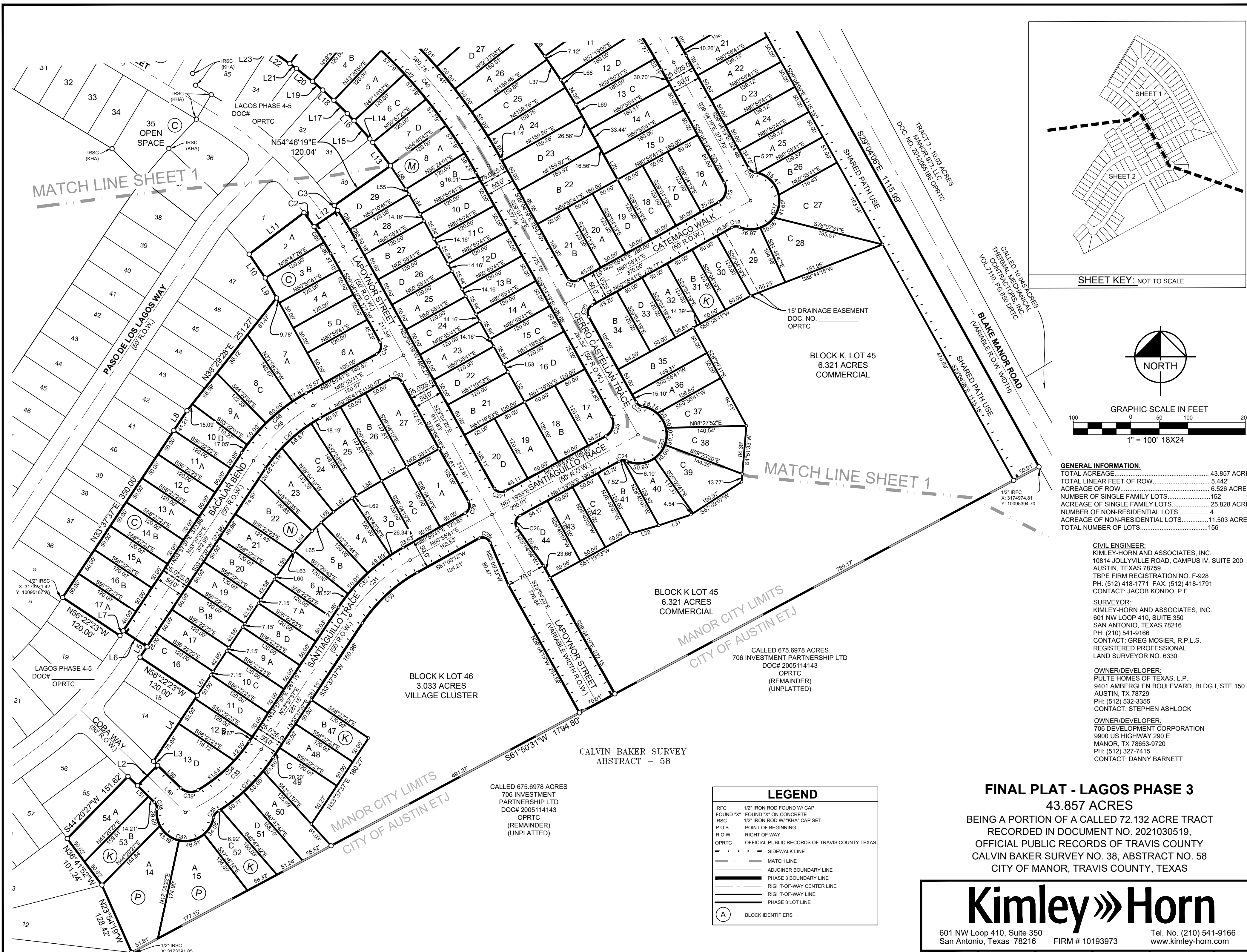
Kimley»Horn

601 NW Loop 410, Suite 350
 San Antonio, Texas 78216 FIRM # 10193973

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

| Scale | Drawn by | Checked by | Date | Project No. | Sheet No. |
|-----------|----------|------------|-----------|-------------|-----------|
| 1" = 100' | PTF | JGM | 8/12/2021 | 067705310 | 1 OF 4 |

DWG NAME: K:\S\A SURVEY\LAGOS DEVELOPMENT\067705310\LAGOS PHASE 3. 4. & SIDEWALKS\LAGOS PHASE 3 PLAT NEW DWG PLOTTED BY: GONZALEZ, DAVID 8/12/2021 11:50 AM LAST SAVED: 8/12/2021 11:49 AM



GENERAL INFORMATION:

| | |
|---------------------------------|--------------|
| TOTAL ACRES | 43.857 ACRES |
| TOTAL LINEAR FEET OF ROW | 5,442' |
| ACREAGE OF ROW | 6.526 ACRES |
| NUMBER OF SINGLE FAMILY LOTS | 152 |
| ACREAGE OF SINGLE FAMILY LOTS | 25.828 ACRES |
| NUMBER OF NON-RESIDENTIAL LOTS | 4 |
| ACREAGE OF NON-RESIDENTIAL LOTS | 11.503 ACRES |
| TOTAL NUMBER OF LOTS | 156 |

CIVIL ENGINEER:
 KIMLEY-HORN AND ASSOCIATES, INC.
 10814 JOLLYVILLE ROAD, CAMPUS IV, SUITE 200
 AUSTIN, TEXAS 78759
 PH: (512) 418-1771 FAX: (512) 418-1791
 CONTACT: JACOB KONDO, P.E.

SURVEYOR:
 KIMLEY-HORN AND ASSOCIATES, INC.
 601 NW LOOP 410, SUITE 350
 SAN ANTONIO, TEXAS 78216
 PH: (210) 541-9166
 CONTACT: GREG MOSIER, R.P.L.S.
 REGISTERED PROFESSIONAL
 LAND SURVEYOR NO. 6330

OWNER/DEVELOPER:
 PULTE HOMES OF TEXAS, L.P.
 9401 AMBERGLEN BOULEVARD, BLDG I, STE 150
 AUSTIN, TX 78729
 PH: (512) 532-3355
 CONTACT: STEPHEN ASHLOCK

OWNER/DEVELOPER:
 706 DEVELOPMENT CORPORATION
 9900 US HIGHWAY 290 E
 MANOR, TX 78653-9720
 PH: (512) 327-7415
 CONTACT: DANNY BARNETT

BLOCK K LOT 45
 6.321 ACRES
 COMMERCIAL

BLOCK K LOT 46
 3.033 ACRES
 VILLAGE CLUSTER

CALVIN BAKER SURVEY
 ABSTRACT - 58

CALLED 675.6978 ACRES
 706 INVESTMENT PARTNERSHIP LTD
 DOC# 2005114143
 OPRTC
 (REMAINDER)
 (UNPLATTED)

| LEGEND | |
|-----------|--|
| IRFC | 1/2" IRON ROD FOUND W/ CAP |
| FOUND "X" | FOUND "X" ON CONCRETE |
| IRSC | 1/2" IRON ROD W/ "KHA" CAP SET |
| P.O.B. | POINT OF BEGINNING |
| R.O.W. | RIGHT OF WAY |
| OPRTC | OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY TEXAS |
| - - - | SIDEWALK LINE |
| - - - - - | MATCH LINE |
| — | ADJOINER BOUNDARY LINE |
| — | PHASE 3 BOUNDARY LINE |
| - - - - - | RIGHT-OF-WAY CENTER LINE |
| — | RIGHT-OF-WAY LINE |
| — | PHASE 3 LOT LINE |
| (A) | BLOCK IDENTIFIERS |

FINAL PLAT - LAGOS PHASE 3
 43.857 ACRES
 BEING A PORTION OF A CALLED 72.132 ACRE TRACT
 RECORDED IN DOCUMENT NO. 2021030519,
 OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY
 CALVIN BAKER SURVEY NO. 38, ABSTRACT NO. 58
 CITY OF MANOR, TRAVIS COUNTY, TEXAS

Kimley»Horn

601 NW Loop 410, Suite 350 San Antonio, Texas 78216 FIRM # 10193973 Tel. No. (210) 541-9166 www.kimley-horn.com

| Scale | Drawn by | Checked by | Date | Project No. | Sheet No. |
|-----------|----------|------------|-----------|-------------|-----------|
| 1" = 100' | PTF | JGM | 8/12/2021 | 067705310 | 2 of 4 |



Texas Engineering Firm #4242

Date: Wednesday, April 7, 2021

Jacob Kondo
 Kimley-Horn
 10814 Jollyville Road, Bldg 4, Ste 200
 Austin 78759
 jacob.kondo@kimley-horn.com

Permit Number 2021-P-1312-FP
 Job Address: Lagos Phase 3 Final Plat, Manor, TX. 78653

1500 County Road 269
 Leander, TX 78641

PO Box 2029
 Leander, TX 78646-2029

Dear Jacob Kondo,

The first submittal of the Lagos Phase 3 Final Plat (*Final Plat*) submitted by Kimley-Horn and received on August 13, 2021, 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@gbateam.com.

1. The surveyor shall affix their seal to the plat per Section 24(c)(1)(ii) of the City of Manor Subdivision Ordinance.
2. The owner's names and the property lines of property within 300 feet of the subdivision boundary along with the plat or deed references shall be shown per Section 24(c)(1)(v) of the City of Manor Subdivision Ordinance.
3. Public utility and drainage easements, and setbacks shall conform to the requirement of the designated land use per Section 24(c)(1)(ix) of the City of Manor Subdivision Ordinance. These were not shown or listed on the plat and could not be verified.
4. True bearing and distances to nearest established street lines, official monuments or existing subdivision corners shall be accurately described on the plat and rotated to state plan coordinate system. Using said system, X and Y coordinates shall be identified for four property corners. Per Section 24(c)(3)(i) of the City of Manor Subdivision Ordinance.
5. Suitable primary control points to which all dimensions, bearings and similar data shall be referenced. At least one (1) corner of the subdivision plat shall be located with respect to a corner of the original survey of which it is part per Section 24(c)(3)(iii) of the City of Manor Subdivision Ordinance.
6. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required with the subdivision shall be shown per Section 24(c)(4)(vi) of the City of Manor Subdivision Ordinance.
7. If the construction of all improvements needed to serve the subdivision are not completed prior to filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements per Section 24(c)(5)(iii) of the City of Manor Subdivision Ordinance.

4/7/2021 1:38:40 PM
Lagos Phase 3 Final Plat
2021-P-1312-FP
Page 2

8. Copies of the deed restrictions or covenants, if these documents are to be used shall be provided per Section 24(d)(2)(iv) of the City of Manor Subdivision Ordinance.
9. Performance and maintenance guarantees are required by the City per Section 24(d)(2)(vi) of the City of Manor Subdivision Ordinance.
10. Update the City Signature Block on the last page of the plat to the following names:
 - a. Philip Tryon, Chairperson
 - b. Lluvia T. Alamaraz, City Secretary
 - c. Honorable Dr. Larry Wallace, Jr. , Mayor of the City of Manor
11. Please contact A.J. Girondo, P.E. (agirondo@gbateam.com) with any questions regarding review comments.

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.
Senior Engineer
Jay Engineering, a Division of GBA



KHA Project No. 069241722

June 01, 2021

Jay Engineering Company, Inc.
 ATTN: Pauline Gray, P.E., Staff Engineer
 P.O. Box 1220
 Leander, Texas 78646-1220

**RE: 2021-P-1312-FP
 Lagos Phase 3 Final Plat
 Near southeast corner of FM 973 & Blake Manor Road, Manor, TX 78653**

Dear Pauline Gray, P.E.:

Please accept this Comment Response Letter in reply to Jay Engineering Company's review regarding the above referenced project for compliance with the City of Manor Subdivision Ordinance 263B. Original comments have been included for reference. Kimley-Horn responses are listed in **maroon**.

1. The surveyor shall affix their seal to the plat per Section 24(c)(1)(ii) of the City of Manor Subdivision Ordinance.

Response: Acknowledged, the plat that is included with this submittal has been sealed by the surveyor.

2. The owner's names and the property lines of property within 300 feet of the subdivision boundary along with the plat or deed references shall be shown per Section 24(c)(1)(v) of the City of Manor Subdivision Ordinance.

Response: The owner's names and the property lines of property within 300' of the subdivision boundary are now shown on the updated plat.

3. Public utility and drainage easements, and setbacks shall conform to the requirement of the designated land use per Section 24(c)(1)(ix) of the City of Manor Subdivision Ordinance. These were not shown or listed on the plat and could not be verified.

Response: The setback key has been added to sheet 4 of 4, please see the updated plat.

4. True bearing and distances to nearest established street lines, official monuments or existing subdivision corners shall be accurately described on the plat and rotated to state plan coordinate system. Using said system, X and Y coordinates shall be identified for four property corners. Per Section 24(c)(3)(i) of the City of Manor Subdivision Ordinance.

Response:

5. Suitable primary control points to which all dimensions, bearings and similar data shall be referenced. At least one (1) corner of the subdivision plat shall be located with respect to a corner of the original survey of which it is part per Section 24(c)(3)(iii) of the City of Manor Subdivision Ordinance.

Response:

6. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required with the subdivision shall be shown per Section 24(c)(4)(vi) of the City of Manor Subdivision Ordinance.

Response: The setback key for each lot designation has been added to sheet 4 of 4, the key depicts all the setbacks as dashed lines. Please see the updated plat.

7. If the construction of all improvements needed to serve the subdivision are not completed prior to filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements per Section 24(c)(5)(iii) of the City of Manor Subdivision Ordinance.

Response: Acknowledged, financial assurance will be provided before filing the plat for recordation. Please see the document titled "7. OPC Review Letter 12-14-2020".

8. Copies of the deed restrictions or covenants, if these documents are to be used shall be provided per Section 24(d)(2)(iv) of the City of Manor Subdivision Ordinance.

Response: A copy of the deed has been included with this submittal, please see the document titled "8. Deed2005114143".

9. Performance and maintenance guarantees are required by the City per Section 24(d)(2)(vi) of the City of Manor Subdivision Ordinance.

Response: Performance and Maintenance bonds will be provided by the awarded contractor to the City prior to plat approval.

10. Update the City Signature Block on the last page of the plat to the following names:

- a. Philip Tryon, Chairperson
- b. Lluvia T. Alamaraz, City Secretary
- c. Honorable Dr. Larry Wallace, Jr. , Mayor of the City of Manor

Response: The City Signature block on the last page has been updated.

11. Please contact A.J. Girondo, P.E. (agirondo@gbateam.com) with any questions regarding review comments.

Response: Acknowledged.



Should you have any questions or require additional information, please feel free to contact me directly.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink that reads "Jacob Kondo". The signature is written in a cursive, slightly slanted style.

Jacob Kondo, P.E.
(737) 471-0326
jacob.kondo@kimley-horn.com



Texas Engineering Firm #4242

Date: Wednesday, July 21, 2021

Jacob Kondo
 Kimley-Horn
 10814 Jollyville Road, Bldg 4, Ste 200
 Austin 78759
 jacob.kondo@kimley-horn.com

Permit Number 2021-P-1312-FP
 Job Address: Lagos Phase 3 Final Plat, Manor 78653

Dear Jacob Kondo,

The subsequent submittal of the Lagos Phase 3 Final Plat submitted by Kimley-Horn and received on August 13, 2021, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. 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@gbateam.com.

- ~~1. The surveyor shall affix their seal to the plat per Section 24(c)(1)(ii) of the City of Manor Subdivision Ordinance.~~
- 2. The owner's names and the property lines of property within 300 feet of the subdivision boundary along with the plat or deed references shall be shown per Section 24(c)(1)(v) of the City of Manor Subdivision Ordinance. The lots located in Hamilton Point should have owners listed. Any lots that are individually owned in previously constructed Phases in Lagos should be provided.**
- ~~3. Public utility and drainage easements, and setbacks shall conform to the requirement of the designated land use per Section 24(c)(1)(ix) of the City of Manor Subdivision Ordinance. These were not shown or listed on the plat and could not be verified.~~
- ~~4. True bearing and distances to nearest established street lines, official monuments or existing subdivision corners shall be accurately described on the plat and rotated to state plan coordinate system. Using said system, X and Y coordinates shall be identified for four property corners. Per Section 24(c)(3)(i) of the City of Manor Subdivision Ordinance.~~
- 5. Suitable primary control points to which all dimensions, bearings and similar data shall be referenced. At least one (1) corner of the subdivision plat shall be located with respect to a corner of the original survey of which it is part per Section 24(c)(3)(iii) of the City of Manor Subdivision Ordinance.**
- ~~6. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required with the subdivision shall be shown per Section 24(c)(4)(vi) of the City of Manor Subdivision Ordinance.~~
- ~~7. If the construction of all improvements needed to serve the subdivision are not completed prior to filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements per Section 24(c)(5)(iii) of the City of Manor Subdivision Ordinance.~~

8. Copies of the deed restrictions or covenants, if these documents are to be used shall be provided per Section 24(d)(2)(iv) of the City of Manor Subdivision Ordinance.

~~9. Performance and maintenance guarantees are required by the City per Section 24(d)(2)(vi) of the City of Manor Subdivision Ordinance.~~

~~10. Update the City Signature Block on the last page of the plat to the following names:~~

~~a. Philip Tryon, Chairperson~~

~~b. Lluvia T. Alamaraz, City Secretary~~

~~c. Honorable Dr. Larry Wallace, Jr., Mayor of the City of Manor~~

11. Please contact A.J. Girondo, P.E. (agirondo@gbateam.com) with any questions regarding review comments.

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. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (512) 259-3882 ex. 307, or by e-mail at pgray@gbateam.com.

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.
Senior Engineer
Jay Engineering, a Division of GBA



KHA Project No. 069241722

July 23, 2021

Pauline Gray
 Jay Engineering
 1500 Country Road 269
 Leander, TX 78646

RE: **Lagos Phase 3 Final Plat**
Permit Number 2021-P-1312-FP

Dear Ms. Gray:

Please accept this Comment Response Letter in reply to the City of Manor-Travis County's review of plans for the above referenced project, dated July 21, 2021. Original comments have been included for reference. All Kimley-Horn responses are listed in **blue**.

REVIEWERS:
 Engineer Review- Pauline Gray

Pauline Gray- (512) 259-3882

1. ~~The surveyor shall affix their seal to the plat per Section 24(c)(1)(ii) of the City of Manor Subdivision Ordinance.~~
2. The owner's names and the property lines of property within 300 feet of the subdivision boundary along with the plat or deed references shall be shown per Section 24(c)(1)(v) of the City of Manor Subdivision Ordinance. The lots located in Hamilton Point should have owners listed. Any lots that are individually owned in previously constructed Phases in Lagos should be provided.
Response: A table has been added to sheet 3 showing all of the adjacent property owners, please see the updated plat.
3. ~~Public utility and drainage easements, and setbacks shall conform to the requirement of the designated land use per Section 24(c)(1)(ix) of the City of Manor Subdivision Ordinance. These were not shown or listed on the plat and could not be verified.~~
4. ~~True bearing and distances to nearest established street lines, official monuments or existing subdivision corners shall be accurately described on the plat and rotated to state plan coordinate system. Using said system, X and Y coordinates shall be identified for four property corners. Per Section 24(c)(3)(i) of the City of Manor Subdivision Ordinance.~~
5. Suitable primary control points to which all dimensions, bearings and similar data shall be referenced. At least one (1) corner of the subdivision plat shall be located with respect to a

corner of the original survey of which it is part per Section 24(c)(3)(iii) of the City of Manor Subdivision Ordinance.

Response: Please see the updated plat.

~~6. The location of building setback lines, as required by the City's Zoning Ordinance and indicated by dashed lines on the plat, and the location, dimensions, and descriptions of all required with the subdivision shall be shown per Section 24(c)(4)(vi) of the City of Manor Subdivision Ordinance.~~

~~7. If the construction of all improvements needed to serve the subdivision are not completed prior to filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements per Section 24(c)(5)(iii) of the City of Manor Subdivision Ordinance.~~

8. Copies of the deed restrictions or covenants, if these documents are to be used shall be provided per Section 24(d)(2)(iv) of the City of Manor Subdivision Ordinance.

Response: There are no deed restrictions or covenants associated with Lagos Phase 3.

~~9. Performance and maintenance guarantees are required by the City per Section 24(d)(2)(vi) of the City of Manor Subdivision Ordinance.~~

10. Update the City Signature Block on the last page of the plat to the following names:

- a. Philip Tryon, Chairperson
- b. Lluvia T. Alamaraz, City Secretary
- c. Honorable Dr. Larry Wallace, Jr., Mayor of the City of Manor

11. Please contact A.J. Girondo, P.E. (agirondo@gbateam.com) with any questions regarding review comments.

Response: Acknowledged.

END OF COMMENT REPORT

Should you have questions or require additional information, please feel free to contact me.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Jacob Kondo, P.E.
Project Manager
(512) 418-1771
Jacob.Kondo@kimley-horn.com



Texas Engineering Firm #4242

1500 County Road 269
Leander, TX 78641

PO Box 2029
Leander, TX 78646-2029

Date: Wednesday, September 8, 2021

Jacob Kondo
Kimley-Horn
10814 Jollyville Road, Bldg 4, Ste 200
Austin 78759
jacob.kondo@kimley-horn.com

Permit Number 2021-P-1312-FP
Job Address: Lagos Phase 3 Final Plat, Manor 78653

Dear Jacob Kondo,

We have conducted a review of the final plat for the above-referenced project, submitted by Jacob Kondo and received by our office on August 13, 2021, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

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

Sincerely,

A handwritten signature in blue ink that reads "Pauline M. Gray".

Pauline Gray, P.E.
Senior Engineer
Jay Engineering, a Division of GBA



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Final Plat for the Village at Manor Commons Phase 2, sixty-two (62) lots on 12.79 acres, more or less, out of the Calvin Barker Survey No. 38, Abstract No. 58 and the Greenbury Gates Survey No. 63, Abstract No. 315, and being located near the intersection of Old Hwy 20 and Bella Parkway, Manor, TX.

Applicant: ALM Engineering, Inc.
Owner: Qualico MC, LLC and Chesmar Homes, LLC

BACKGROUND/SUMMARY:

This plat has been approved by our engineers. It consists of 60 residential lots, 1 drainage/PUE lot, and 1 landscape lot.

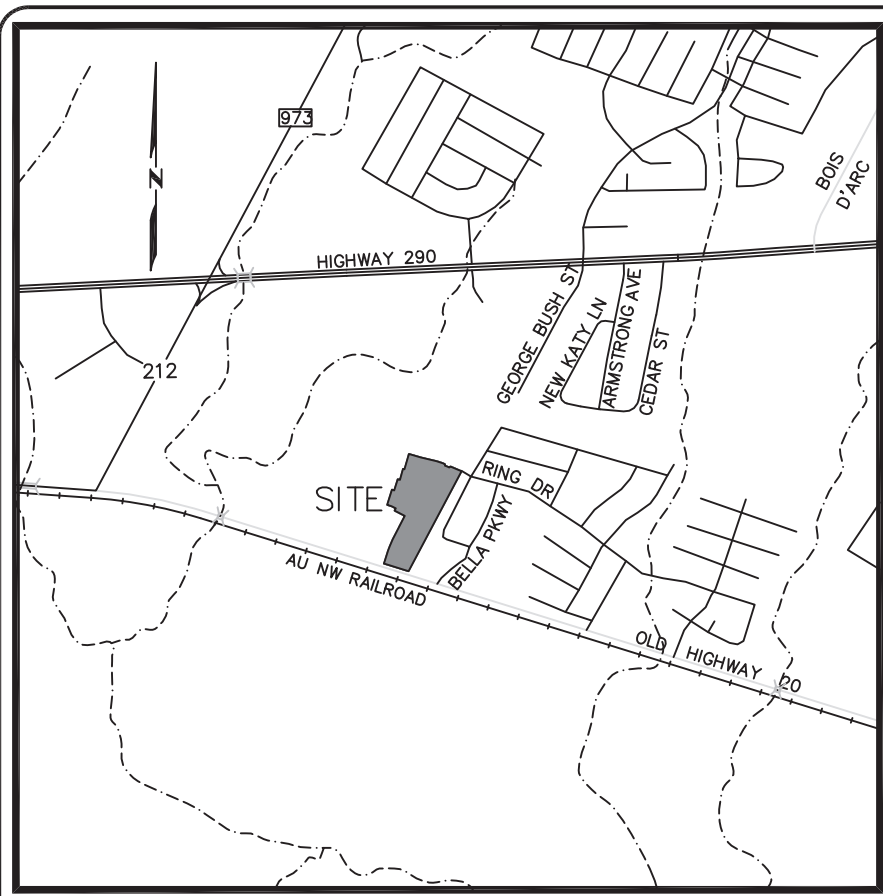
LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Plat
- Engineer Comments
- Conformance Letter

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the City Council approve a Final Plat for the Village at Manor Commons Phase 2, sixty-two (62) lots on 12.79 acres, more or less, out of the Calvin Barker Survey No. 38, Abstract No. 58 and the Greenbury Gates Survey No. 63, Abstract No. 315, and being located near the intersection of Old Hwy 20 and Bella Parkway, Manor, TX.

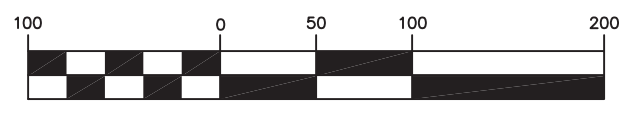
PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



VICINITY MAP
(1" = 2000')

NOTE EASEMENT F:
Approximate location of Manville Water Supply Corporation Pipeline Easement, Vol. 4822, Pg. 1495. Said instrument states: "The easement hereby granted shall not exceed 15' in width, and Grantee is hereby authorized to designate the course of the easement herein conveyed except that when the pipe line is installed, the easement herein granted shall be limited to a strip of land 15' in width the centerline thereof being the pipe line as installed. The pipeline will be parallel and adjacent to the public road frontage, Old Hwy 20, east of Manor, TX."

GRAPHIC SCALE



(IN FEET)
1 inch = 100 ft.

QUALICO MC LLC AND
CHESMAR HOMES, LLC
CALLED 56.691 ACRES
DOC. NO. 2021163845
O.P.R.T.C.T.

BRYANT & FREY
CONSTRUCTION CO.
CALLED 6.208 ACRES
DOC. NO. 2012050469
O.P.R.T.C.T.

OWNERS:
QUALICO MC LLC
14400 THE LAKES BLVD., BLDG. C, SUITE 200
PFLUGERVILLE, TEXAS 78660

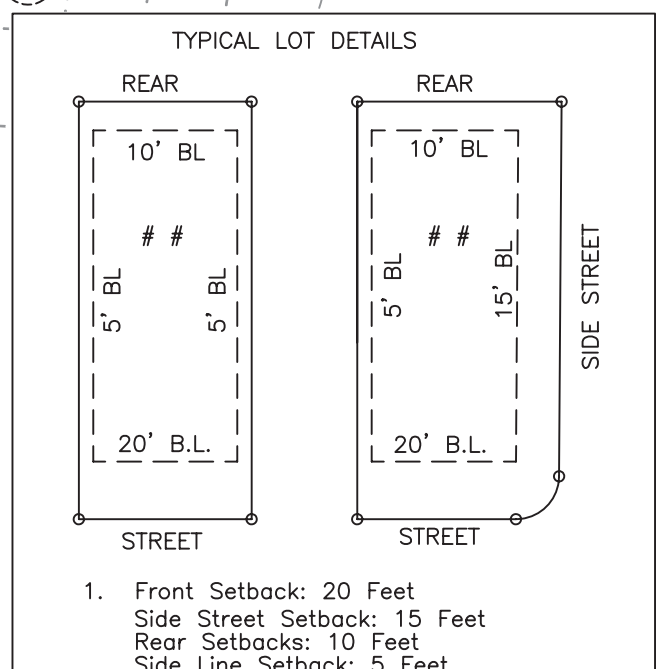
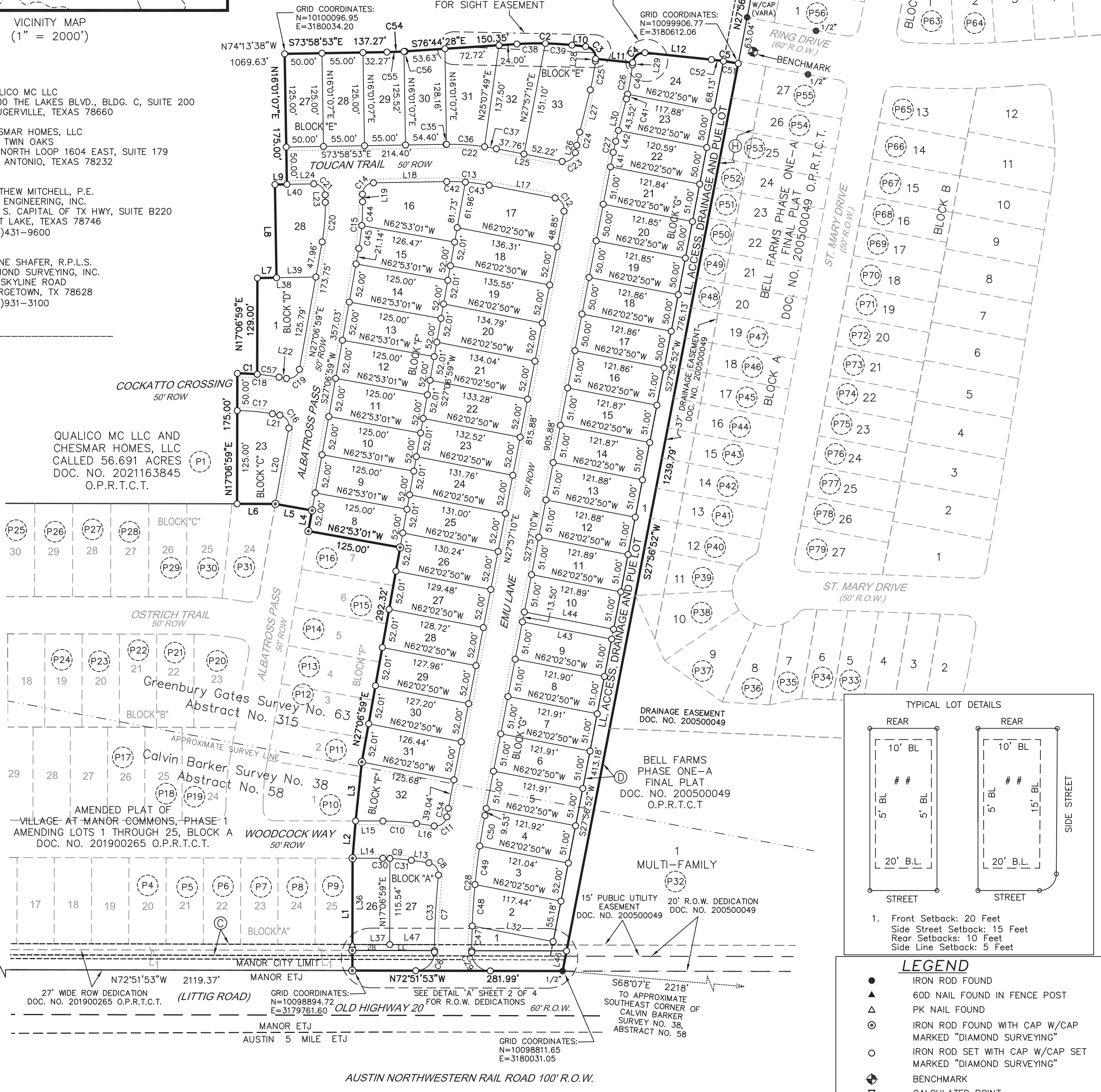
CHESMAR HOMES, LLC
ONE TWIN OAKS
211 NORTH LOOP 1604 EAST, SUITE 179
SAN ANTONIO, TEXAS 78232

ENGINEER:
MATTHEW MITCHELL, P.E.
ALM ENGINEERING, INC.
925 S. CAPITAL OF TX HWY, SUITE B220
WEST LAKE, TEXAS 78746
(512)431-9600

SURVEYOR:
SHANE SHAFER, R.P.L.S.
DIAMOND SURVEYING, INC.
116 SKYLINE ROAD
GEORGETOWN, TX 78628
(512)931-3100

DATE: _____

QUALICO MC LLC AND
CHESMAR HOMES, LLC
CALLED 56.691 ACRES
DOC. NO. 2021163845
O.P.R.T.C.T.



- LEGEND**
- IRON ROD FOUND
 - ▲ 60D NAIL FOUND IN FENCE POST
 - △ PK NAIL FOUND
 - ⊙ IRON ROD FOUND WITH CAP W/CAP MARKED "DIAMOND SURVEYING"
 - IRON ROD SET WITH CAP W/CAP SET MARKED "DIAMOND SURVEYING"
 - ⊕ BENCHMARK
 - ▽ CALCULATED POINT
 - R.O.W. RIGHT-OF-WAY
 - O.P.R.T.C.T. OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS
 - PUE PUBLIC UTILITY EASEMENT
 - APPROXIMATE SURVEY LINE
 - PROPOSED SIDEWALK
 - (P1) PROPERTY NO. FOR ADJOINING LAND OWNER (SEE TABLE SHEET 3 OF 4 "CURRENT ADJOINING LAND OWNERS")

GREENVIEW DEVELOPMENT 973, L.P.
CALLED 39.15 ACRES
DOC. NO. 2005187773
O.P.R.T.C.T.

AMENDED PLAT OF
VILLAGE AT MANOR COMMONS, PHASE 1
AMENDING LOTS 1 THROUGH 25, BLOCK A
DOC. NO. 201900265 O.P.R.T.C.T.

MANOR CITY LIMIT

MANOR ETJ

AUSTIN 5 MILE ETJ

GRID COORDINATES:
N=10098894.72
E=3179761.60

GRID COORDINATES:
N=10098811.65
E=3180031.05

ALM F-3565
ENGINEERING, INC.
925 S. CAPITAL OF TX HWY, STE B220
WEST LAKE HILLS, TEXAS 78746
(512) 431-9600

SHEET 1 OF 4

DIAMOND SURVEYING, INC.
116 SKYLINE ROAD, GEORGETOWN, TX 78628
(512) 931-3100
T.B.P.E.L.S. FIRM NO. 10006900

VILLAGE AT MANOR COMMONS PHASE 2
FINAL PLAT
12.787 ACRES
CITY OF MANOR, TRAVIS COUNTY, TEXAS



Texas Engineering Firm #4242

Date: Wednesday, July 1, 2020

MATTHEW MITCHELL
 ALM ENGINEERING, INC.
 925 S CAPITAL OF TX HWY
 WEST LAKE HILLS 78746
 almeng@sbcglobal.net

Permit Number 2020-P-1255-FP
 Job Address: OLD HWY 20, MANOR, TX. 78653

1500 County Road 269
 Leander, TX 78641

PO Box 2029
 Leander, TX 78646-2029

Dear MATTHEW MITCHELL,

The first submittal of the Village at Manor Commons Phase 2 Final Plat (*Final Plat*) submitted by ALM ENGINEERING, INC. and received on September 11, 2021, 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@gbateam.com.

1. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(xi), where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County.
2. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(a)(2), the final plat cannot be approved until the Construction Plans are approved. The construction plans have NOT been approved at this time.
3. Verify that the floodplain note is correct. A LOMR has been approved for this area.
4. Note that if the construction of all improvements needed to serve the subdivision is not completed prior to the filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements in accordance with the Ordinance.
5. A copy of the deed restrictions or covenants should be provided if such documents are to be used.
6. A note should be added as to who will own and maintain the LL, Access, Drainage and PUE lots shown on the plat.
7. The right-of-way dedication should be shown along Old Highway 20.
8. The P&Z Chairperson is Philip Tryon.

7/1/2020 4:25:03 PM
Village at Manor Commons Phase 2 Final Plat
2020-P-1255-FP
Page 2

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.
Senior Engineer
Jay Engineering, a Division of GBA



August 12, 2020

Jay Engineering Company, Inc.
P.O. Box 1220
Leander, TX 78646-1220

Permit Number 2020-P-1255-FP
Job Address: OLD HWY 20, MANOR, TX. 78653

Engineer Review

1. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(xi), where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County.

RESPONSE: The email from Dolores Huerta COA – GDM approving and reserving the street names was uploaded with the construction plans. We have now uploaded this list with the Final Plat application.

2. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(a)(2), the final plat cannot be approved until the Construction Plans are approved. The construction plans have NOT been approved at this time.

RESPONSE: Noted.

3. Verify that the floodplain note is correct. A LOMR has been approved for this area.

RESPONSE: The floodplain revision date has been updated.

4. Note that if the construction of all improvements needed to serve the subdivision is not completed prior to the filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements in accordance with the Ordinance.

RESPONSE: Noted.

5. A copy of the deed restrictions or covenants should be provided if such documents are to be used.

RESPONSE: A copy has been uploaded.

6. A note should be added as to who will own and maintain the LL, Access, Drainage and PUE lots shown on the plat.

RESPONSE: See note 18, Page 4.

7. The right-of-way dedication should be shown along Old Highway 20.

RESPONSE: See added detail on Page 2 for ROW dedication.

8. The P&Z Chairperson is Philip Tryon.

RESPONSE: Corrected.

If you have any questions, please contact me at (512) 431-9600.

Sincerely,

Matt Mitchell, P.E.



8-12-2020



Texas Engineering Firm #4242

Date: Tuesday, September 8, 2020

MATTHEW MITCHELL
 ALM ENGINEERING, INC.
 925 S CAPITAL OF TX HWY
 WEST LAKE HILLS 78746
 almeng@sbcglobal.net

1500 County Road 269
 Leander, TX 78641

PO Box 2029
 Leander, TX 78646-2029

Permit Number 2020-P-1255-FP
 Job Address: OLD HWY 20, MANOR 78653

Dear MATTHEW MITCHELL,

The subsequent submittal of the Village at Manor Commons Phase 2 Final Plat submitted by ALM ENGINEERING, INC. and received on September 11, 2021, have been reviewed for compliance with the City of Manor Subdivision Ordinance 263B. We can offer the following comments based upon our review (satisfied comments stricken, new or outstanding comments in bold):

Engineer Review

The following comments have been provided by Pauline Gray, P.E.. 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@gbateam.com.

- ~~1. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(c)(1)(xi), where new streets are being created and named, the applicant must have documentation from Travis County 911 Addressing demonstrating that the street names proposed on the Final Plat are not duplicated within the County.~~
- 2. Per City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A Subdivision Ordinance 263B Section 24(a)(2), the final plat cannot be approved until the Construction Plans are approved. The construction plans have NOT been approved at this time.**
- ~~3. Verify that the floodplain note is correct. A LOMR has been approved for this area.~~
- ~~4. Note that if the construction of all improvements needed to serve the subdivision is not completed prior to the filing of the plat for recordation then the developer must provide financial assurance for the completion of the remainder of those improvements in accordance with the Ordinance.~~
- ~~5. A copy of the deed restrictions or covenants should be provide if such documents are to be used.~~
- ~~6. A note should be added as to who will own and maintain the LL, Access, Drainage and PUE lots shown on the plat.~~
- ~~7. The right-of-way dedication should be shown along Old Highway 20.~~
- ~~8. The P&Z Chairperson is Philip Tryon.~~

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. To access your project online, please go to www.mygovernmentonline.org and use the online portal to upload your drawings in PDF format.

Should you have questions regarding specific comments, please contact the staff member referenced under the section in which the comment occurs. Should you have questions or require additional information regarding the plan review process itself, please feel free to contact me directly. I can be reached by telephone at (512) 259-3882 ex. 307, or by e-mail at pgray@gbateam.com.

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.
Senior Engineer
Jay Engineering, a Division of GBA



Texas Engineering Firm #4242

1500 County Road 269
Leander, TX 78641

PO Box 2029
Leander, TX 78646-2029

Date: Tuesday, September 14, 2021

MATTHEW MITCHELL
ALM ENGINEERING, INC.
925 S CAPITAL OF TX HWY
WEST LAKE HILLS 78746
almeng@sbcglobal.net

Permit Number 2020-P-1255-FP
Job Address: OLD HWY 20, MANOR 78653

Dear MATTHEW
MITCHELL,

We have conducted a review of the final plat for the above-referenced project, submitted by MATTHEW MITCHELL and received by our office on September 11, 2021, for conformance with City of Manor Code of Ordinances Chapter 10, Section 10.02 Exhibit A, Article II, Section 24. The Plat appears to be in general compliance with City Ordinance requirements and we, therefore, take no exception to their approval as presented. Please submit TWO (2) mylar copies of the final plat along with a current tax certificate and a check made out to Travis County for the filing fees to the City of Manor for signatures. One mylar is for City records and the other is for Travis County.

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

Sincerely,

A handwritten signature in blue ink that reads "Pauline M. Gray".

Pauline Gray, P.E.
Senior Engineer
Jay Engineering, a Division of GBA



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: October 20, 2021
PREPARED BY: Scott Dunlop, Interim City Manager
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Acknowledge the resignation of Board of Adjustment Commissioner Chase Mitchell, Place No. 2; and declare a vacancy.

BACKGROUND/SUMMARY:

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Resignation email

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council acknowledge the resignation of Board of Adjustment Commissioner Chase Mitchell, Place No. 2; and declare a vacancy.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

From: Chase Mitchell
Sent: Thursday, September 16, 2021 10:17 AM
To: Mandy Miller <mmiller@cityofmanor.org>
Cc: Scott Dunlop <sdunlop@cityofmanor.org>
Subject: Re: September Board of Adjustments Meeting

I am moving and will be resigning from my position.