



Dr. Christopher Harvey, Mayor
Emily Hill, Mayor Pro Tem, Place 1
Anne Weir, Place 2
Maria Amezcua, Place 3
Sonia Wallace, Place 4
Aaron Moreno, Place 5
Deja Hill, Place 6

City Council Regular Meeting

Wednesday, July 06, 2022 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

PUBLIC COMMENTS

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

CONSENT AGENDA

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

1. Consideration, discussion, and possible action to approve the City Council Minutes.
Submitted by: Lluvia T. Almaraz, City Secretary

- **June 15, 2022, City Council Workshop;**
- **June 15, 2022, City Council Regular Meeting; and**
- **June 21, 2022, City Council Called Special Session**

2. Second and Final Reading: Consideration, discussion, and possible action on an ordinance of the City of Manor, Texas annexing 14.55 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.

Submitted by: Scott Dunlop, Development Services Director

3. Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning 14.55 acres, more or less, being Lot 1, Manor Villa Estates, and being located at 13518 Old Hwy 20, Manor, TX to Townhome (TH).

Applicant: BGE, Inc.

Owner: Flintrock Office Suites, LLC

Submitted by: Scott Dunlop, Development Services Director

REGULAR AGENDA

4. Consideration, discussion, and possible action on a Statement of Work No. 16 to George Butler Associates, Inc. for the Cottonwood Creek Wastewater Treatment Plant, Phase II expansion.

Submitted by: Frank T. Phelan, P.E., City Engineer

5. Consideration, discussion, and possible action on a request for outdoor athletic field lighting for the Manor ISD Senior High School Athletic Field Complex at 14832 N. FM 973.

Applicant: Claycomb Associates, Architects, Inc.

Owner: Manor Independent School District

Submitted by: Scott Dunlop, Development Services Director

6. Consideration, discussion, and possible action on appointments to the City Council Committees.

Submitted by: Mayor Harvey

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 Interview Candidates for appointments to the Planning and Zoning Commission for Place No. 4 to fill an unexpired term;*
- *Section 551.071, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct (Consultation with Attorney) to consult with legal counsel regarding the Interlocal Agreement for Fire Code Enforcement Services between the City of Manor and Travis County Emergency Services District No. 12;*
- *Section 551.071, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct (Consultation with Attorney) to consult with legal counsel regarding Capital Metropolitan Transportation Authority; and*
- *Sections 551.071 and 551.072, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding real property - 10.23 acres more or less located in Travis County, Texas located at the NE corner of Ring Dr and Skimmer Run, Manor, Texas.*

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, July 01, 2022, 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.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: July 6, 2022
PREPARED BY: Lluvia T. Almaraz, City Secretary
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the City Council Minutes.

- June 15, 2022, City Council Workshop;
- June 15, 2022, City Council Regular Meeting; and
- June 21, 2022, City Council Called Special Session

BACKGROUND/SUMMARY:

LEGAL REVIEW: Not Applicable

FISCAL IMPACT: Not Applicable

PRESENTATION: No

ATTACHMENTS: Yes

- June 15, 2022, City Council Workshop Minutes
- June 15, 2022, City Council Regular Meeting Minutes
- June 21, 2022, City Council Called Special Session Minutes

STAFF RECOMMENDATION:

It is the city staff’s recommendation that the City Council approve the City Council Minutes of the June 15, 2022, City Council Workshop; June 15, 2022, City Council Regular Meeting; and June 21, 2022, City Council Called Special Session.

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



**CITY COUNCIL
WORKSHOP SESSION MINUTES
JUNE 15, 2022**

PRESENT:

Dr. Christopher Harvey, Mayor

COUNCIL MEMBERS:

- Emily Hill, Mayor Pro Tem, Place 1
- Anne Weir, Place 2
- Maria Amezcua, Place 3 (Absent)
- Sonia Wallace, Place 4
- Aaron Moreno, Place 5
- Vacant, Place 6

CITY STAFF:

- Scott Moore, City Manager
- Lluvia T. Almaraz, City Secretary
- Paige Saenz, City Attorney
- Tracey Vasquez, HR Manager
- Lydia Collins, Director of Finance
- Sarah Friberg, Court Administrator
- Scott Jones, Economic Development Director
- Scott Dunlop, Development Services Director
- Ryan Phipps, Chief of Police
- Phil Green, IT Director

WORKSHOP SESSION – 5:00 P.M.

With a quorum of the Council Members present, the workshop session of the Manor City Council was called to order by Mayor Harvey at 5:15 p.m. on Wednesday, June 15, 2022, in the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

Mayor Harvey let the Pledge of Allegiance.

PUBLIC COMMENTS

Robert Battaile, 502 E. Eggleston Street, Unit A, Manor, Texas, submitted a speaker card and discussed his concerns regarding Council's microphone technique.

No one else appeared to speak at this time.

Mayor Harvey clarified to Mr. Battaile that he couldn't direct any other person to do something during the meeting while they were on the podium speaking to council.

REGULAR AGENDA

1. Discussion of Conflict of Interest

City Attorney Saenz discussed the attached chart regarding Conflict of Interest provisions.

Discussion was held regarding the clarification on the recusal process for Council.

Discussion was held regarding a workshop to review Section 5- Duties and Privileges of Council Members – 5.03 Conflict of Interest.

2. Discussion of City Council Rules of Procedure

City Secretary Almaraz discussion the attach redline proposed amendments for City Council Rules of Procedure.

Discussion was held regarding the following sections of the City Council Rules of Procedure.

- Section 3 – Meetings – 3.13. Agenda
- Section 5 – Duties and Privileges of Council Members – 5.07 Confidential Information

Mayor Harvey requested for additional language to be added to Option 1 regarding misconduct.

City Council concurred that Option 1 would be added to the Rules of Procedure.

a. The City Council shall not disclose confidential or proprietary information, or any information they have acquired or obtained in the course of any fiduciary capacity or relationship, that could adversely influence the property, government, or affairs of the city, nor directly or indirectly use his or her position to secure official information about any person or entity for the financial benefit or gain of such public servant or any third party. The City Council shall not release confidential, proprietary or privileged information for any purpose other than the performance of official responsibilities. It shall be a defense to any complaint under this section that the

release of information serves a legitimate public purpose, as opposed to the private financial or political interest of the public servant or any third party or group. Failure of a member to comply with this Section shall constitute misconduct in office.

Discussion was held to add National Holidays to Section 7 – Order of Business – 7.04 Addressing the City Council - b. Written Correspondence and Telephone Calls.

- Section 9 – City Council Committees – 9.01 Committees Established; 9.04 Committee Meetings

Discussion was held regarding the removal of 9.02 Standing Committee Section.

Discussion was held regarding the clarification of sergeant-at-arms.

Discussion was held for the addition of Manor Police Officer to Section 4 – Standards of Conduct – 4.05 Enforcement.

There was no further discussion.

ADJOURNMENT

The Workshop Session of the Manor City Council Adjourned at 6:30 p.m. on Wednesday, June 15, 2022.

These minutes approved by the Manor City Council on the 6th day of July 2022.

APPROVED:

Dr. Christopher Harvey
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Statute/Applies to	Requirements	Dollar Threshold	Penalty
<p>Chapter 171, Tex. Local Gov't Code – Conflicts of Interest related to <u>Agenda Items</u></p> <p>Applies to: Council, P&Z, Ethics Commission, BOA, Boards with final decision making authority</p>	<p>Disclose in writing the interest in real property or the business interest before the meeting at which the matter will be discussed begins and abstain from participating in discussion and voting on the matter, if doing so will have a special economic effect on the interest that is distinguishable from that of the general public.</p>	<p>Real property interest -- \$2,500 (individual or family member) Business interest – (a) Owning 10% or more of the voting stock or shares of the business (b) Owning \$15,000 or more of the fair market value of the business entity (c) Receiving more than 10% of one's gross income for the previous year from the business (d) A family member has such interest</p>	<p>Class A misdemeanor – Fine of up to \$4,000 and/or jail time of up to 1 year</p> <p>Action potentially voidable</p>
<p>Chapter 176, Tex. Local Gov't Code – Required Disclosures for <u>Contracts</u></p> <p>Applies to: Council, City Manager, any employee or consultant who exercises discretion in planning, recommending, selecting, or contracting with the vendor</p> <p>[Also applies to vendors]</p>	<p>Complete a conflicts disclosure statement if the local gov't officer or a family member has: a) an employment or business relationship with a vendor; b) has received a gift from the vendor that exceeds certain dollar limits; or c) has a family relationship with the vendor</p>	<p>Employment/business relationship – Taxable income of more than \$2,500 in the preceding 12 months</p> <p>Gift – More than \$100 within the preceding 12 months (includes food, lodging, transportation, and entertainment accepted as a guest)</p>	<p>For contracts less than \$1 million – Class C misdemeanor</p> <p>For contracts valued at least at \$1 million but less than \$5 million – Class B misdemeanor</p> <p>Contracts valued at least \$5 million – Class A misdemeanor</p>

<p>Section 12.02, City Charter</p> <p>Applies to: Elected or appointed officer or employee of the city</p>	<p>No elected or appointed officer or employee of the city shall accept, directly or indirectly, any gift, favor or privilege exceeding a nominal value or employment from any utility, corporation, person or entity having or seeking a franchise or contract with or doing business with the city. If any utility, corporation, person or entity contracting with the city shall make any gift or give any favor, privilege or employment to an officer or employee in violation of this section, such action shall render the contract voidable.</p>	<p>None specified</p>	<p>Contract is voidable.</p>
<p>Section 12.03, City Charter</p> <p>Applies to: Elected or appointed officer or employee of the city</p>	<p>No elected or appointed officer or employee of the city shall have a financial interest, direct or indirect, or by reason of ownership of stock in any corporation, in any contract with the city or be financially interested, directly or indirectly, in the sale to the city of any land, materials,</p>		<p>Contract is voidable</p>

	supplies or services, except on behalf of the city as an officer or employee; provided however the provision of this section shall only be applicable when the stock owned by the officer or employee exceeds one percent of the total capital stock of the corporation. Any violation of this section with the knowledge, express or implied, of the person or corporation contracting with the city shall render the contract voidable.		
Section 12.04, City Charter Applies to: Elected or appointed officer or employee of the city	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	None	

	arising from job duties, compensation or benefits payable by the city shall not constitute a personal financial interest.”		
--	--	--	--



CITY COUNCIL RULES OF PROCEDURE

**As Adopted by Ordinance No. 516
Effective May 2, 2018**

**Amended by Ordinance No. 597
Effective December 16, 2020**

**Amended by Ordinance No. 626
Effective November 3, 2021**

**Amended by Ordinance No. 631
Effective November 17, 2021**

**Amended by Ordinance No. 644
Effective April 20, 2022**

TABLE OF CONTENTS

Section 1 – GENERAL	4
Section 2 – AUTHORITY	4
Section 3 - MEETINGS	
3.01. Regular Meetings	4
3.02. Special Meetings	4
3.03. Workshop Sessions	4
3.04. Executive Sessions	5
3.05. Public Hearings	5
3.06. Town Hall Meetings	5
3.07. Public Notice	5
3.08. Quorum and Attendance	5
3.09. City Manager Participation	6
3.10. City Attorney Participation	6
3.11. City Secretary Participation	6
3.12. City Department Directors Participation	6
3.13. Agenda	6
3.14. Minutes	7
3.15. Attendance by the Public	7
3.16. City Legislation and Actions of Significant Public Impact and Concern	7
Section 4 - STANDARDS OF CONDUCT	
4.01. Council Members	7-8
4.02. Council Relations with the Media	8
4.03. City Staff	8
4.04. Members of the Public	9
4.05. Enforcement	9
Section 5 - DUTIES AND PRIVILEGES OF COUNCILMEMBERS	
5.01. Seating Arrangement	9
5.02. Right of Floor	10
5.03 Conflict of Interest	10
5.04. Voting	10-11
5.05. Excusal from Attendance	11
5.06. Excusal During Meetings	11
Section 6 - CHAIR AND DUTIES	
6.01. Chair	11
6.02. Call to Order	11
6.03. Preservation of Order	12

Section 7 - ORDER OF BUSINESS

7.01. Regular and Special Meetings	12
7.02. Workshop, Executive Sessions and Town Hall Meetings	12
7.03. Public Hearings	13
7.04. Addressing the City Council	13-14

Section 8 – RULES OF ORDER

8.01. General	14
8.02. Authority of the Chair	14-15
8.03. Obtaining the Floor	15
8.04. Council Deliberation and Order of Speakers	15
8.05. Length of Comments	15
8.06. Limit Deliberation to Item at Hand	15
8.07. Motions	16
8.08. Procedures for Motions	16
8.09. Amendments to Motions	16
8.10. Motion to Continue	16
8.11. Motion to Remove	16
8.12. Motion to Table	17
8.13. Motion to Refer	17
8.14. Withdrawal of Motion	17
8.15. Motion for Reconsideration	17

Section 9 - CITY COUNCIL COMMITTEES

9.01. Committees Established	17
9.02. Standing Committees	17-19
9.03. Ad Hoc Committees	19
9.04. Committee Meetings	19
9.05. Agenda and Information	19

Section 10 - RULES SUSPENSION

10.01. Suspension of Rules	19-20
10.02. Amendment of Rules	20
10.03. Annual Review of Rules	20

Section 11 – ADMINISTRATIVE SUPPORT TO COUNCIL MEMBERS

11.01. Mail and E-mail	20
11.02. Clerical Support	20
11.03. Master Calendar	20
11.04. Request for Research or Information	21
11.05. Notification of Significant Activities or Events	21

Annexes:

A – Fundamental Principles of Parliamentary Law	22
B – The Chief Purposes of Motions	23
C – Parliamentary Strategy	24
D – Basic Information on Motions	25
E – Parliamentary Terms	26
F – Conflict of Interest	27

Section 1 – GENERAL

Parliamentary law and the rules of procedure derived from such law are essential to all deliberative organizations so that they may consider all matters before them in an effective and efficient manner and produce results that are legal and binding. Moreover, such procedural safeguards ensure due process during deliberations among members of the organization while at the same time protecting the rights of both the group and each member. Accordingly, these rules of procedure establish guidelines to be followed by all persons attending City Council meetings, including members of the City Council, administrative staff, news media, citizens and visitors.

Section 2 – AUTHORITY

The City Charter of Manor, Texas [Adopted: August 15, 2007; Amended: May 9, 2015, and Amended: November 3, 2020] provides in Article III (City Council Judge of its Members), Section 3.04. (Rule of Procedure) that “The Council shall by ordinance determine its own rules and order of business.” Thus, these rules of procedure are established. In the event of any conflict between the City Charter and these rules of procedure, the City Charter shall prevail.

The parliamentary reference for the City Council is the most recent edition of *Robert’s Rules of Order Newly Revised* (RONR). When any issue concerning procedure arises that is not covered by the Rules of Procedure, the City Charter or State law, the Council will refer to RONR, which shall generally determine such procedural issue. www.robertsrules.com.

Section 3 – MEETINGS

The City Council shall follow both the letter and the spirit of the Texas Open Meetings Act.

3.01. Regular Meetings.

The City Council shall conduct regular meetings generally on the first (1st) and third (3rd) Wednesdays of each month. All regular meetings shall normally be scheduled to begin at 7:00 p.m. at City Hall and are open to the public.

3.02. Special Meetings.

In accordance with Section 3.07 (Meetings) of the City Charter, “special meetings may be scheduled and held as the council deems necessary to transact the business of the city.” Special meetings are open to the public.

3.03. Workshop Sessions.

Workshop sessions may be scheduled by the Mayor, a majority of Council Members or by the City Manager. They are normally conducted prior to regular or special meetings but may also be conducted at other times as well. Their purpose is to exchange information between council, staff, vendors or other groups. No official action is taken by council during these sessions, but workshops shall be posted and are open to the public. The City Council may suspend the application of this rule during a workshop session by majority vote of those members present and voting and take action on any item posted on the workshop agenda.

3.04. Executive Sessions.

The City Council may meet in executive session under the provisions of the Texas Open Meetings Act. No vote shall be taken in an executive session on any matter under consideration nor shall any Council Member enter into a commitment with another respecting a vote to be taken subsequently in an open meeting of the City Council.

3.05. Public Hearings.

Public Hearings may be scheduled to present evidence on both sides of issue(s). Some Public Hearings are required by state law such as approving an annual budget and setting a tax rate. Others are conducted voluntarily to obtain a full range of citizen input on important matters, such as a proposed bond issue. Public Hearings may be scheduled as part of a Regular Meeting or on other occasions as necessary.

3.06. Town Hall Meetings.

Town Hall Meetings may be scheduled periodically for the purpose of open discussion with citizens of Manor on specific issues or general matters regarding the activities of the City. Action may not be taken by the City Council at a Town Hall Meeting. If any action is indicated, the matter will be scheduled as an agenda item at a regular meeting of the City Council. Any citizen may participate in a Town Hall Meeting, and there is no requirement to sign up to speak prior to the meeting. Town Hall Meetings will be posted according to the Texas Open Meetings Act.

3.07. Public Notice.

The agenda for all meetings and the notice listing items to be considered shall be posted by the City Secretary on the City's website and on the bulletin board at City Hall in accordance with the Texas Open Meetings Act [Chapter 551, Texas Government Code].

3.08. Quorum and Attendance.

In accordance with Section 3.06 (Quorum and Attendance) of the City Charter, "Four members of the council shall constitute a quorum for transacting business and no action of the council shall be valid or binding unless taken in an open meeting with a quorum present. Less than a quorum may adjourn any meeting, or order and compel the attendance of absent members. It shall be the duty of each member of the council to attend each regular and special council meeting and the failure of any member to attend three consecutive, regular meetings, without good and sufficient cause, shall constitute misconduct in office." [See section 5.05 Excusal from Attendance].

3.09. City Manager Participation.

The City Manager shall attend all meetings of the City Council except when excused by the City Council. The City Manager may make recommendations to the City Council and shall have the right to take part in all discussions but shall not have a vote.

3.10. City Attorney Participation.

The City Attorney, or designated assistant City Attorney, shall attend the meetings of the City Council upon request by the City Manager to advise the City Council on all legal matters and represent the City in all litigation (except where outside counsel is engaged) and other legal matters.

3.11. City Secretary Participation.

The City Secretary shall attend each meeting of the City Council and shall keep, in a record provided for that purpose, accurate minutes of the City Council's proceedings.

3.12. City Department Directors Participation.

The City staff department heads shall attend the second regular meeting of each month to respond to inquiries made by the City Council on departmental monthly reports unless excused by the City Manager. The City Council may request the presence of specific department heads or staff members, through the City Manager, for other meetings or sessions.

3.13. Agenda.

- a. The Mayor, Council Members, City Manager, City Department Directors, City Attorney, and the City Secretary may place items on the agenda. Agenda items shall be submitted in written form to the City Secretary in accordance with subsection (b). The City Secretary will coordinate the placement of items on the agenda with the City Manager who will resolve any conflicts with Mayor and Council Members. Agenda items may be removed only by the Mayor and City Manager, except agenda items requested by City Council.
- b. Agenda items, including any necessary or applicable supporting documents and materials to be included in agenda packets, shall be submitted in written form to the City Secretary in accordance with this section and in order to allow compliance with the Texas Open Meetings Act 72-hour notice provision. Agenda items and presentations are due on or before the Wednesday of the week preceding the next scheduled City Council meeting.
- c. The City Secretary shall submit a draft agenda to the City Manager on or before the Tuesday of the week preceding the next scheduled City Council meeting for review and revision.

- d. The agenda packets for all regular and special meetings will be delivered via email to the Mayor and Council Members on the Friday preceding the following Wednesday meeting.

3.14. Minutes.

Minutes of City Council meetings will be recorded and maintained by the City Secretary. The Minutes will include final motions with voting results. The Minutes will also reflect the names of those citizens presenting public comments. Minutes of meetings will generally be submitted to the City Council for approval at the next regularly scheduled meeting.

3.15. Attendance by the Public.

Members of the public are invited and encouraged to attend any sessions of the City Council that are not closed to the public in accordance with the Texas Open Meetings Act.

3.16. City Legislation and Actions of Significant Public Impact and Concern.

Any action or ordinance of the City of Manor that falls into the following three categories is considered an action of significant public impact and concern:

- a. Any action or ordinance that criminalizes behavior or creates criminal liability.
- b. Any action or ordinance that has a substantial impact on private property rights.
- c. Any action or ordinance that involves the expenditure of more than three hundred thousand dollars (\$300,000) and that is not a recurring expense or renewal of an expense.

The City Council shall not vote on any action of significant public impact and concern unless and until it has been presented and discussed in at least two Council meetings, which occur within a 60-day period, except as provided in Section 10.

Section 4 - STANDARDS OF CONDUCT

4.01. Council Members.

- a. During City Council meetings, Council Members shall assist in preserving order and decorum and shall neither by conversation or other activity delay or interrupt the proceedings nor refuse to obey the orders of the presiding officer or the rules of the City Council.
- b. A Council Member desiring to speak shall address the chair and, upon recognition by the presiding officer, shall confine his/her discussion to the question under debate and avoid discussion of personalities, the use of inappropriate language, making personal attacks, and verbally abusing colleagues or anyone else in attendance.

- c. Council Members may question City staff members during meetings when they are making presentations to the City Council. Council Members shall neither berate nor admonish City staff members. Questions to other City staff members who are not making presentations should first be directed to the City Manager who will then ask the appropriate City staff member to respond, or the City Manager may address the question.
- d. A Council Member, once recognized, shall not be interrupted while speaking unless called to order by the presiding officer. If a Council Member is called to order while speaking, that member shall cease speaking immediately until the question of order is determined.
- e. Council Members shall confine their questions to the particular matters before the assembly and in debate shall confine their remarks to the issues before the City Council.
- f. When there is more than one speaker on the same subject, Council Members will delay their subsequent comments until after all speakers on the subject have been heard.

4.02. Council Relations with the Media.

All City press releases, media advisories, story suggestions, or similar items should go through the City Manager's office for distribution, with exception of factual police department bulletins which designated officers may send directly to the City Manager, with a copy to the City Secretary.

4.03. City Staff.

- a. Members of the City staff and employees of the City shall observe the same rules of procedures and decorum applicable to members of the City Council.
- b. Although the presiding officer has the authority to preserve decorum in meetings, the City Manager also is responsible for the orderly conduct and decorum of all City staff members under the City Manager's direction and control.
- c. The City Manager shall take such disciplinary action as may be necessary to ensure that decorum is preserved at all times by City staff members in City Council meetings.
- d. All staff members addressing the City Council, including the City Manager, other staff members, or members of the public shall be recognized by the presiding officer and shall limit their remarks to the matter under discussion.
- e. All remarks and questions addressed to the City Council by staff members shall be addressed to the City Council as a whole and not to any individual member.

4.04. Members of the Public

- a. Members of the Public are invited to attend all open meetings of the City Council and will be admitted to the Council Chambers or other room(s) in which the City Council is meeting, but not to exceed the fire safety capacity of the room(s).
- b. All persons shall remove hats and all individuals shall refrain from private conversations in the chambers while the City Council is in session.
- c. Members of the Public attending Council meetings also shall observe the same rules of propriety, decorum and good conduct applicable to members of the Council. Any person making personal, impertinent, and slanderous remarks or who become boisterous while addressing the Council or while attending the Council meeting shall be removed from the room if the presiding officer requests the sergeant-at-arms to remove such offenders from the room.
- d. Reactions from the audience following the recognition and rewarding of citizens and special guests is considered appropriate and encouraged. Reactions from the audience during staff presentations to the Council and during debate between Council Members are not appropriate and not permitted. The presiding officer will ensure that the decorum of the meeting is maintained and is appropriate.
- e. No placards, banners, or signs of any kind will be permitted in the Council Chamber or in any other room in which the City Council is meeting. Exhibits, displays, and visual aids used in connection with presentations to the City Council, however, are permitted.
- f. Members of the Public attending Council meetings are not allowed to bring food or drink into the Council Chamber or into any other room in which the City Council is meeting.

4.05. Enforcement.

The sergeant-at-arms attending the City Council meetings, shall ensure that a safe environment exists for the City Council to conduct its meetings and shall furnish whatever assistance is needed to enforce the rules of the City Council.

Section 5 - DUTIES AND PRIVILEGES OF COUNCIL MEMBERS

5.01. Seating Arrangement.

In meetings where the Council is seated at the dais, the Mayor shall be seated at the center of the dais; the City Manager shall be seated adjacent to the Mayor, Council Members are seated by Place No. 1-6 and City Secretary shall be seated on the table to the right of the dais.

5.02. Right of the Floor.

A Council Member desiring to speak must first be recognized by the presiding officer. No Council Member shall address the presiding officer or demand the floor while a vote is being taken.

5.03. 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 in the form attached hereto in Annex F disclosing the conflict of interest must be filled out and filed with the City Secretary before the matter is discussed.

A City Council member prevented from voting by a conflict of interest, shall remove themselves from the dais.

5.04. Voting.

- a. In accordance with Section 3.08 (Voting) of the City Charter, “All members of the council present shall vote upon every issue, subject or matter properly before the council and requiring a council vote; provided that, if any member of the council has a conflict of interest, that fact shall be stated in the minutes and such member shall abstain from discussion and voting on the issue. No ordinance, resolution, order, action, matter or issue shall be passed, approved, adopted, taken or consented to except by a majority vote of the members of council present and voting, and not less than four affirmative votes shall be required to pass, approve, adopt, take action on or consent to any ordinance, resolution, action, matter, issue or motion.” Any reference to an action of the City Council requiring a majority vote of the members present and voting shall be subject to the requirement set forth in Section 3.08 of the City Charter that not less than four affirmative votes shall be required to pass, approve, adopt, take action on, or consent to the action.
- b. After the result of a vote is announced, a member may not change a vote unless, before the adjournment of that meeting, permission is given to change the vote by a majority vote of the members present and voting.

- c. A tie vote results in a lost motion. In such an instance, any member of the City Council may offer a motion for further action. If there is not an affirmative vote, the result is no action.

5.05. Excusal from Attendance.

Council Members are expected to attend meetings and remain in attendance during each meeting. Should a Council Member be unable to attend, the Mayor, City Council, City Manager, and the City Secretary should be notified prior to that meeting and the reason for missing the meeting should be provided. Council absence at special meetings, workshop meetings, emergency meetings, regular meetings, and committee meetings to which the Council Member is assigned shall only be excused by a majority vote of council taken during roll call. A Council Member who fails to give prior notice of their absence at a meeting as required by this section shall be counted as absent without good and sufficient cause. In the event that a City Council member is absent from thirty percent (30%) of all special meetings, workshop meetings, emergency meetings, regular meetings, and committee meetings to which the Council Member is assigned, the City Council may revoke its approval of prior excused absences and deem such absences to be without good and sufficient cause for the purposes of Sections 3.04 and 3.08 of the City Charter. A Council Member may not have excused absences revoked until they have been in office at least six months.

5.06. Excusal During Meetings.

A Council Member needing to be excused during an ongoing session should advise the presiding officer prior to departing the session.

5.07. Confidential Information

Option 1:

- a. The City Council shall not disclose confidential or proprietary information, or any information they have acquired or obtained in the course of any fiduciary capacity or relationship, that could adversely influence the property, government, or affairs of the city, nor directly or indirectly use his or her position to secure official information about any person or entity for the financial benefit or gain of such public servant or any third party. The City Council shall not release confidential, proprietary or privileged information for any purpose other than the performance of official responsibilities. It shall be a defense to any complaint under this section that the release of information serves a legitimate public purpose, as opposed to the private financial or political interest of the public servant or any third party or group.

Or Option 2:

- b. The City Council shall not disclose confidential or proprietary information, or any information they have acquired or obtained in the course of their official duties and that may adversely influence the property, government, or affairs of the city, nor directly or indirectly use his or her position to secure official information about any person or entity, for the financial benefit or gain of such public servant or any third party. The City Council shall not release confidential, proprietary or privileged information for any purpose other than the performance of official

responsibilities. It shall be a defense to any complaint under this section that the release of information served a legitimate public purpose, as opposed to the private financial or political interest of the public servant or any third party or group.

(1)Improper access. The City Council shall not use his or her position to obtain official information about any person or entity for any purpose other than the performance of official duties.

(2)Improper disclosure. The City Council shall not intentionally, knowingly, or recklessly disclose any confidential information gained because of said officer's or employee's position. This rule does not prohibit:

a.Any disclosure that is no longer confidential by law; or

b.The confidential reporting of illegal or unethical conduct to authorities designated by law.

Section 6 - CHAIR AND DUTIES

6.01. Chair.

The Mayor, if present, shall preside as chair at all meetings of the City Council. In the absence of the Mayor, the Mayor ProTem shall preside. In the absence of both the Mayor and Mayor ProTem, the remaining Council Members shall, in accordance with the City Charter, by election, designate one member as acting Mayor to preside for that session. The term “presiding officer” when used in these Rules of Council shall mean the chair.

6.02. Call to Order.

The sessions of the City Council shall be called to order by the Mayor or, in the Mayor's absence, by the Mayor ProTem or, in the Mayor ProTem's absence, by the acting Mayor. In the absence of both the Mayor and Mayor ProTem, the City Manager will temporarily preside over the meeting until the Council selects an acting Mayor to preside over the meeting.

6.03. Preservation of Order.

The Chair shall preserve order and decorum, call upon the sergeant-at-arms as necessary to enforce compliance with the rules, and confine Council Members in debate to the question under discussion. It is the responsibility of the Chair to keep the comments of Council Members on topic during public meetings.

Section 7 - ORDER OF BUSINESS

7.01. Regular and Special Meetings.

Regular and special meetings will generally adhere to the following agenda:

- Call to Order and Announce a Quorum is Present
- Pledge of Allegiance
- Presentations/Proclamations/Recognitions/Events (as appropriate)
- Workshop Sessions (as appropriate)
- Public Comments (related to any matter not on the agenda, no action taken)
- Public Hearings (as appropriate)
- Reports (as appropriate)
- Consent Agenda (may be moved to Regular Agenda by the Mayor or a Council Member)
- Regular Agenda
- Executive Session (as appropriate)
- Reconvene in Open Session (as appropriate)
- Adjournment

7.02. Workshops, Executive Sessions and Town Hall Meetings

Workshops and executive sessions will normally be conducted in a less formal manner than regular sessions as follows:

- Call to Order
- Overview of matter(s) to be discussed
- Discussion of matter(s)
- Summation
- Adjournment

Town Hall meetings will generally be conducted in the following agenda:

- Call to Order
- Purpose for the meeting
- City Council or City staff presentation (if any)
- Open discussion (facilitated by the Councilmember calling the Meeting)
- Summation
- Adjournment

7.03. Public Hearings.

The City Manager shall schedule public hearings on the City Council's agenda to be held at least two weeks before the City Council must vote on the matter (unless the law requires otherwise, in which case, Public Hearings shall be conducted as provided by state law). In addition to this requirement, when conducted as part of a Regular Meeting, a vote may be taken on the matter at that same meeting. When a Public Hearing is conducted as a stand-alone meeting and not part of a Regular Meeting, the vote may be taken at a subsequent Regular or Special Meeting.

7.04. Addressing the City Council.

Members of the public are invited and encouraged to attend any sessions of the City Council that are not closed to the public in accordance with the Texas Open Meetings Act. It is the desire of the City Council that citizens actively participate in the City's governance system and processes. Therefore, public input to the City Council, both oral and written, is encouraged.

a. Public Comments.

- (1) Prior to the meeting being called to order, the person wishing to speak shall complete a speaker card and present it to the City Secretary. The presiding officer shall call upon those who have submitted cards. When called upon to speak by the presiding officer, the person shall come to the podium, state his/her name and address for the record, and, if speaking for an organization or group, identify the group represented. *No formal action can be taken by the City Council during the public comments.*
- (2) For items on the agenda, the speaker will have three (3) minutes to complete his/her comments unless otherwise permitted by the presiding officer. The City Secretary shall maintain the time and advise the speaker when his/her time has expired. The speaker shall then complete his sentence and take his/her seat.
- (3) All remarks shall be addressed to entire City Council and not directed to individual Council Members or members of the city staff.
- (4) Questions or requests for information shall be directed to the presiding officer who shall then determine whether, and in what manner, a response will be provided.
- (5) During comments regarding agenda items, Council members may request the floor to respond to any citizen comment with information or to ask follow up questions as appropriate. Councilmembers may only direct comments and questions to the speaker and may not take the opportunity to discuss matters among themselves.

b. Written Correspondence and Telephone Calls.

- (1) Member of the Public may direct written comments to the ~~entire City Council or~~ individual Council Members by addressing their letters to City Hall at: Manor City Hall, 105 E. Eggleston Street, Manor, Texas 78653. The Mayor and each Council Member has an email address listed on the City's website at www.cityofmanor.gov.
- (2) Citizens should expect a timely acknowledgement of their letters and e-mail messages ~~within three (3) working days~~. Telephone calls should be returned within ~~twenty-four (24) hours~~ a timely manner, excluding Saturdays, Sundays and official state holidays.
- (3) If a matter cannot be resolved within a few days, an interim reply should be expected from City Hall explaining the delay and providing a date when a final reply should be expected.

c. Media Inquiries.

- (1) The recognized local media sources may direct questions to members of the City Council through the City Manager.
- (2) Other legitimate regional, state and national media sources are expected to coordinate questions to Council Members and staff through the City Manager.
- (3) All media questions will be initially directed to the City Manager, the Chief of Police, or the Public Information Officer (if one is designated).

d. Legal Settlements in Regards to Any Claims Against the City.

All offers for legal settlements for claims or litigation against the City must be submitted in writing.

Section 8 – RULES OF ORDER

8.01. General.

These rules, consistent with the City Charter and any applicable city ordinance, statute or other legal requirement, shall govern the proceedings of the City Council.

8.02. Authority of the Chair.

- a. Subject to appeal of the full City Council, the Chair shall have the authority to prevent the misuse of motions, the abuse of any privilege, or the obstruction of the business of the City Council by ruling any such matter out of order. In so ruling, the Chair shall be courteous and fair and should presume that the moving party is acting in good faith.
- b. The Chair will perform the role of facilitator to assist the City Council in focusing agenda discussions and deliberations.

- c. Any member of the City Council may move to require enforcement of the rules, and the affirmative vote of a majority of the City Council present and voting shall require the Chair to act.

8.03. Obtaining the Floor.

Any Council Member wishing to speak must first obtain the floor by being recognized by the presiding officer. The presiding officer must recognize any Council Member who seeks the floor appropriately entitled to do so.

8.04. Council Deliberations and Order of Speakers.

- a. The presiding officer shall control the debate and the order of speakers.
- b. Speakers shall generally be called upon in the order of their request to speak.
- c. With the concurrence of the presiding officer, a Council Member holding the floor may address a question to another Council Member, the City Manager, or the City Attorney (if present). The Council Member or City Manager may respond while the floor is still held by the Council Member asking the question.
- d. With the concurrence of the presiding officer, a Council Member holding the floor may address questions to an individual making a presentation to the City Council, e.g., city staff member, consultants, and citizens making public comments.
- e. Comments and questions shall be conducted in rounds to ensure that Council Members have the opportunity to make their comments and then respond to the comments they have heard from their fellow Council Members.
- f. The presiding officer shall only terminate deliberations and debate after all Council Members have been provided a reasonable time and opportunity to participate and prepare them to render a reasonable and responsible vote on the question.
- g. During presentations by the staff or special guests on agenda items, Council Members may obtain the floor from the presiding officer to ask questions of the presenters regarding details of their presentations.
- h. Following a motion and second of an agenda item, Council Members may enter into additional discussions about the item as described below in subsection 8.08(d).

8.05. Length of Comments.

Council Members shall govern themselves as to the length of the comments, questions, or presentations. As a courtesy, the presiding officer will signal by hand to a Council Member who has been speaking for over five minutes. This procedure is not meant to limit debate or to cut comments short, but rather to assist Council Members in their efforts to communicate concisely.

8.06. Limit Deliberations to Item at Hand.

Council Members shall limit their comments and questions to the subject matter, time, or motion being currently being considered by the City Council.

8.07. Motions.

In accordance with Section 1.05.037 (Motions; deferring action) of the City Charter, “(a) A motion may be made by any member other than the presiding officer.” The presiding officer shall, prior to offering a motion, however, ensure that other Council Members have the opportunity to make the motion. Any member of the City Council, other than the person offering the motion, may second a motion. See Annex B (Chief Purposes of Motions), Annex C (Parliamentary Strategy), Annex D (Basic Information on Motions), and Annex E (Parliamentary Terms).

8.08. Procedures for Motions.

The following is the general procedure for making motions:

- a. Before a motion can be considered or debated, it must be seconded. If there is no second, the motion fails.
- b. A Council Member who wishes to make a motion should do so through a verbal request to the presiding officer.
- c. A Council Member who wishes to second a motion should do so through a verbal request to the presiding officer.
- d. Once a motion has been properly made and seconded, the presiding officer shall open the matter for additional discussion offering the first opportunity to the moving party and, thereafter, to any Council Member properly recognized by the presiding officer.

8.09. Amendments to Motions.

- a. When a motion is on the floor and an amendment is offered, the amendment shall be acted upon prior to action on the main motion.
- b. No proposal of a subject different from that under consideration shall be admitted as a motion or amendment to a motion.
- c. A motion to amend an amendment shall be in order, but one to amend an amendment to an amendment shall not be in order.
- d. Action shall be taken on the amended amendment prior to any other action to further amend the main motion.

8.10. Motion to Continue.

A motion to continue will leave the motion in its present condition for consideration on a date and time certain.

8.11. Motion to Remove.

A motion to remove will take the matter off the agenda and will not be considered by the Council for an indefinite period of time.

8.12. Motion to Table.

A motion to table will delay consideration of the item being discussed by the City Council.

8.13. Motion to Refer.

A motion to refer forwards the item under consideration to the named group, committee, or board for further study.

8.14. Withdrawal of Motion.

A withdrawal of motion indicates a motion may be withdrawn or modified by the Council Member who originally made the motion at any time prior to its passage. If the motion is modified, the Council Member who seconded the motion may withdraw his/her second. If a motion that has received a second is withdrawn by one of the Council Members making the motion, the motion must be seconded by another Council Member to proceed, or it will die for lack of a second.

8.15. Motion for Reconsideration.

- a. A motion to reconsider any action of the City Council may be made, seconded, and voted on not later than the next succeeding regular meeting of the City Council. If reconsideration of the Council action has not been posted on the Council agenda for the meeting at which the motion to reconsider is made, however, actual reconsideration of the item must be delayed until the next regular meeting after the posting requirements of the Texas Open Meetings Act are met.
- b. A motion to reconsider an action of the City Council may only be made by a member who voted with the prevailing side. Any member can second it. No question shall be twice reconsidered except by unanimous vote of the City Council. Actions relating to any contract may be reconsidered at any time before the final execution thereof.

Section 9 – CITY COUNCIL COMMITTEES**9.01. Committees Established.**

- a) The City Council can establish standing committees or ad hoc committees when necessary. All committees will be advisory committees. ~~Standing Committees will be established by ordinance.~~

~~**9.02. Standing Committees.**~~

- ~~a. The following standing committee(s) of the City Council are established:~~

~~(1) Public Improvement District (PID) Committee~~

- ~~i. The PID Committee shall consist of not less than two (2) Council Members and serve a one year term, appointed by the City Council.~~

~~ii. [Purpose of the PID Committee]~~

- ~~iii. Summary minutes will be taken and kept by the City Secretary.~~

~~(2) Park Committee~~

- ~~i. The Park Committee shall consist of not less than two (2) Council Members and serve a one-year term, appointed by the City Council.~~
- ~~ii. [Purpose of the Park Committee]~~
- ~~iii. Summary minutes will be taken by the chair or designated Public Works Department staff and kept by the City Secretary.~~

~~(3) Economic Development Committee~~

- ~~i. The Economic Development Committee shall consist of not less than two (2) Council Members and serve a one-year term, appointed by the City Council.~~
- ~~ii. [Purpose of the Economic Development Committee]~~
- ~~iii. Summary minutes will be taken by the chair and kept by the City Secretary.~~

~~(4) Capital Improvement Committee~~

- ~~i. The Capital Improvement Committee shall consist of not less than two (2) Council Members and serve a one-year term, appointed by the City Council.~~
- ~~ii. [Purpose of the Capital Improvement Committee]~~
- ~~iii. Summary minutes will be taken by the chair and kept by the City Secretary.~~

~~(5) Education Committee~~

- ~~i. The Education Committee shall consist of not less than two (2) Council Members and serve a one-year term, appointed by the City Council.~~
- ~~ii. [Purpose of the Education Committee]~~
- ~~iii. Summary minutes will be taken by the chair and kept by the City Secretary.~~

~~(6) Health Care Committee~~

- ~~i. The Health Care Committee shall consist of not less than two (2) Council Members and serve a one-year term, appointed by the City Council.~~
- ~~ii. [Purpose of the Health Care Committee]~~
- ~~iii. Summary minutes will be taken by the chair and kept by the City Secretary.~~

b.a. Each standing advisory committee shall review matters in its area of responsibility that are referred to it by the City Council, the City Manager, or an individual City Council Member. An advisory standing committee may recommend action to the City Council, but committee recommendation is not necessary for a matter to be placed on the City Council agenda. The committee chair may make a statement on behalf of the committee on an item in a briefing or voting meeting of the City Council.

~~e.b.~~ City Council shall determine the number of members, not to exceed two (2) council members per committee and appoint a chair to the advisory standing committee.

9.03. Ad Hoc Committees.

The Mayor may appoint ad hoc committees from time to time to study and review specific issues. The Mayor shall determine the number of members and appoint a chair of ad hoc committees. The ad hoc committees shall be established for a designated period of time, which may be extended by the Mayor and shall meet as needed. The Mayor shall formally announce the establishment of any ad hoc committee along with his appointments to that committee in a regular session of Council prior to the committee convening to conduct business.

9.04. Committee Meetings.

- a. ~~Advisory Standing and Ad Hoc~~ Committees shall meet as necessary and are not subject to the Open Meeting Act.
- b. The committee chair shall develop committee meeting agendas through coordination with fellow committee members and appropriate supporting staff members.
- c. Citizens wishing to submit Public Comments during open meetings will need to complete the Public Comments Form provided by the City and email the form to publiccomments@cityofmanor.org at least two (2) hours prior to the committee meeting indicated within this procedure.
- d. Public Comments will be read by the Chair of the Committee for the record. No action will be taken by the committee during public comments.

9.05. Agenda and Information.

- a. Before each committee meeting, the Chair and City Secretary shall provide an agenda and supporting information for the meeting to committee members. Items may be scheduled on the agenda for committee briefings by the chair, the City Council, the City Manager, or the Mayor.
- b. Summary minutes will be kept by the City Secretary, unless otherwise indicated within this procedure.

Section 10 – RULES SUSPENSION, AMENDMENT, AND ANNUAL REVIEW

10.01. Suspension of Rules.

Any provision of these rules not governed by the City Charter, City ordinances, or state law may be temporarily suspended by a majority vote of the members of the City Council present and voting. The vote on any such suspension shall be taken by Motion and entered upon the record. The vote on any such suspension shall be taken by Motion and entered upon the record. Provisions that may not be suspended include, but are not limited to:

- a. Rule 3.04, Executive Sessions;

- b. Rule 3.07, Public Notice;
- c. Rule 3.08, Quorum and Attendance;
- d. Rule 3.14, Minutes (the provisions requiring that minutes be kept and the content of minutes)
- e. Rule 3.15, Attendance by the Public;
- f. Rule 3.16, City Legislation and Actions of Significant Public Impact and Concern, if pertaining to zoning and annexation orders required to be read twice in accordance with Section 4.06 of the City Charter;
- g. Rule 5.03, Conflicts of Interest;
- h. Rule 5.04, Voting; and
- i. Rule 6.01, Chair.

10.02. Amendment of Rules.

These rules may be amended, or new rules adopted, by a majority vote of the members of the City Council present and voting.

10.03. Annual Review of Rules.

Following the municipal general elections each year, City Council may review these rules of procedure, make changes as appropriate, and adopt their own rules of procedure in accordance with the City Charter. In the event no annual review occurs, the standing rules of procedure continue in effect. This does not limit the City Council's right and ability to amend the rules in accordance with the City Charter and Rule 10.02.

Section 11 – ADMINISTRATIVE SUPPORT TO COUNCIL MEMBERS

11.01. Mail and E-mail.

- a. All general mail directed to the Mayor and Council Members at City Hall will be date stamped and distributed as appropriate at City Council Meetings.
- b. All mail providing information on city issues and agenda items will be copied to the Mayor and Council Members.
- c. E-mails are provided to Mayor and Council Members for city business, e-mails requiring a response from the Mayor or Council Member(s) should copy the City Manager.

11.02. Clerical Support.

The City Manager will coordinate appropriate clerical support requested by the Mayor and Council Members.

11.03. Master Calendar.

A master calendar of City Council events, functions, and sessions will be maintained by the City Secretary's office and provided to the Mayor and Council Members as appropriate. Events, functions, and activities to be attended by the Mayor or individual Council

Members will be included on the master calendar only at the request of the Mayor or individual Council Member(s).

11.04. Requests for Research or Information.

The Mayor and individual Council Members may request information or research from the city staff on a given topic through the City Manager who will make all members of City Council aware of the special request, as it may be of interest to them as well. Accordingly, the City Manager will provide the results of the request to all members of City Council. In the event the City Manager believes he cannot respond in a timely manner, he and the members of City Council will coordinate a reasonable and responsible timeframe in which to expect the results without unduly interfering with other activities of higher priority.

11.05. Notification of Significant Activities or Events.

The Mayor and Council Members shall expect the City Manager to notify them, and provide periodic updates, regarding significant activities or events in the City related to natural or man-made disasters, major criminal activity, major accidents involving city property, serious injury or death involving a city staff/employee within an hour (if feasible).

ANNEX A

Fundamental Principles of Parliamentary Law

The Mayor, Council Members, City Manager, City Attorney, City Secretary, and City staff members appearing before the various sessions of the Manor City Council should become familiar with following rules and customs:

1. All members have equal rights, privileges, and obligations; rules must be administered impartially.
2. The minority has rights, which must be protected.
3. Full and free discussions of all motions, reports, and other items of business is a right of all members.
4. In doing business the simplest and most direct procedure should be used.
5. Logical precedence governs introduction and disposition of motions.
6. Only one question can be considered at a time.
7. Members may not make a motion or speak in debate until they have been recognized by the chair and thus have obtained the floor.
8. No member may speak a second time on the same question if anyone who has not spoken on that question wishes to do so.
9. Members must not attack or question the motives of another member. Customarily, all remarks are addressed to the presiding officer.
10. In voting, members have the right to know at all times what motion is before the assembly and what affirmative and negative votes mean.
11. The majority vote decides. This is a fundamental concept of democracy.
12. All meetings will be characterized by fairness and good faith.

ANNEX B

The Chief Purposes of Motions

PURPOSE	MOTION
Present an idea for Consideration and action	Main motion Resolution
Improve a pending motion	Amend Division of question
Regulate or cut off debate	Limit or extend debate Previous Question
Delay a decision	Refer to committee Postpone/table to a certain time Recess Adjourn
Kill an item	Postpone Indefinitely
Meet an emergency	Question of privilege Suspend rules Lay on the Table
Gain information on a pending motion	Parliamentary inquiry Request for information Request to ask a member a question Question of privilege
Question the decision of the presiding officer	Point of order
Enforce rights and privileges	Parliamentary inquiry Point of order Appeal from decision of the chair
Consider a question again	Take from the Table Discharge a committee Reconsider Rescind Renew a motion Amend a previous action Ratify
Change an action already taken	Reconsider Rescind Amend a previous action
Terminate a meeting	Adjourn Recess

ANNEX C

Parliamentary Strategy

To Support a Motion	To Oppose a Motion
<ol style="list-style-type: none"> 1. Second it promptly and enthusiastically. 2. Speak in favor of it as soon as possible. 3. Do your homework; know your facts; have handouts, charts, etc., if appropriate. 4. Move to amend motion, if necessary, to make it more acceptable to proponents. 5. Vote against motion to table or to postpone, unless delay will strengthen your position. 6. Move to recess or postpone, if you need time to marshal facts or work behind the scenes. 7. If defeat seems likely, move to refer to committee, if that would improve chances. 8. If defeat seems likely, move to divide question, if appropriate, to gain at least a partial victory. 9. Have available a copy of the rules of procedure, City Charter, and <i>Robert's Rules of Order Newly Revised</i>, most recent edition, in case of a procedural dispute. 10. If motion is defeated, move to reconsider, if circumstances warrant it. 11. If motion is defeated, consider reintroducing it at a subsequent meeting. 	<ol style="list-style-type: none"> 1. Speak against it as soon as possible. Raise question; try to put proponents on the defensive. 2. Move to amend the motion so as to eliminate objectionable aspects. 3. Move to amend the motion to adversely encumber it. 4. Draft a more acceptable version and offer as amendment by substitution. 5. Move to postpone to a subsequent meeting. 6. Move to refer to committee. 7. Move to recess, if you need time to round up votes or obtain more facts. 8. Question the presence of quorum, if appropriate. 9. Move to adjourn 10. On a voice vote, vote emphatically. 11. If the motion is adopted, move to reconsider, if you might win a subsequent vote. 12. If the motion is adopted, consider trying to rescind it at a subsequent meeting. 13. Have available a copy of the rule of procedure, City Charter, and <i>Robert's Rules of Order Newly Revised</i>, most recent edition, in case of a procedural dispute.

ANNEX D

Basic Information on Motions

ANNEX E

Parliamentary Terms

ANNEX F

Conflict of Interest

AFFIDAVIT

THE STATE OF TEXAS §
COUNTY OF TRAVIS §

I, _____, as a member of the City of Manor City Council, make this Affidavit and hereby on oath, state the following:

“I, and/or a person or persons related to me, have a substantial interest in a business entity or real property that may receive a special economic effect by a vote or decision of the City of Manor City Council and the economic effect on my business entity or real property is distinguishable from its effect on the general public. What constitutes a “substantial interest,” “business entity,” “real property” and a “special economic effect” are terms defined in Chapter 171 of the Texas Local Government Code.

“I affirm that the business entity or real property referred to above is: _____

The nature of my substantial interest in this business entity or real property is: (Check all which are applicable.)

- An ownership interest of 10% or more of the voting stock or shares of the business entity; or
- An ownership interest either 10% or more or \$15,000 or more of the fair market value of the business entity; or
- Funds received from the business entity exceed 10% of _____(my, his, her) gross income for the previous year; or
- Real property is involved and _____(I, he, she) has/have an equitable or legal ownership with a fair market value of at least \$2,500 or more;
- A relative of mine related in the first degree by consanguinity (blood) or affinity (marriage), as determined under Chapter 573, Texas Government Code, is considered to have a substantial interest in the business entity or property that would be affected by a decision of the public body of which I am a member.
- Other: _____

"Upon the filing of this Affidavit with the City Secretary, I affirm that I will abstain from any discussion, vote, or decision involving this business entity or real property and from any further participation in this matter whatsoever."

SIGNED this the ____ day of _____, 20 ____.

Signature of public official

SWORN TO AND SUBSCRIBED BEFORE ME, the undersigned authority, by

_____, on this the ____ day of _____, 20 ___, which witness my hand and official seal.

Notary Public
State of Texas



**CITY COUNCIL
REGULAR SESSION MINUTES
JUNE 15, 2022**

PRESENT:

Dr. Christopher Harvey, Mayor

COUNCIL MEMBERS:

- Emily Hill, Mayor Pro Tem, Place 1
- Anne Weir, Place 2
- Maria Amezcua, Place 3 (Absent)
- Sonia Wallace, Place 4
- Aaron Moreno, Place 5
- Vacant, Place 6

CITY STAFF:

- Scott Moore, City Manager
- Lluvia T. Almaraz, City Secretary
- Scott Dunlop, Development Services Director
- Ryan Phipps, Chief of Police
- Lydia Collins, Director of Finance
- Debbie Charbonneau, Heritage and Tourism Manager
- Tracey Vasquez, HR Manager
- Michael Tuley, Director of Public Works
- Phil Green, IT Director
- Sarah Friberg, Court Administrator
- Veronica Rivera, Assistant City Attorney
- Paige Saenz, City Attorney

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 Harvey at 7:10 p.m. on Wednesday, June 15, 2022, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

Mayor Harvey led the Pledge of Allegiance.

PROCLAMATION

A. Declaring Sunday, June 19, 2022, as “Juneteenth Day”

Mayor Harvey read and presented proclamation to City Manager Moore.

PUBLIC COMMENTS

Thomas Bolt, 11613 Prince Phillip Way, Manor, Texas, spoke in regard to Manor Arts Council and new projected projects for Manor Art Park and Jennie Lane Park.

Robert Battaile, 502 E. Eggleston Street, Manor, Texas spoke in regard to Plazas and the Finance Department Report.

No one else appeared at this time.

PUBLIC HEARINGS

- 1. Conduct a Public Hearing on an ordinance annexing 62.84 acres, 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 Mayor Pro Tem Hill, to postpone item to the July 20, 2022, Regular Council Meeting.

There was no further discussion.

Motion to postpone carried 5-0

- 2. Conduct a Public Hearing on an ordinance rezoning 62.84 acres, more or less, out of the A.C. Caldwell Survey No. 52, Abstract No. 154, and being located near the intersection of US Hwy 290 and Old Kimbro Road, Manor, TX to Townhome (TH) and Medium Commercial (C-2).**

Applicant: Kimley-Horn and Associates

Owner: Millcreek Residential

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Wallace, to postpone item to the July 20, 2022, Regular Council Meeting.

There was no further discussion.

Motion to postpone carried 5-0

3. Conduct a Public Hearing on a revised Concept Plan for the Butler - Manor Subdivision, seventeen (17) lots on 95.16 acres more or less, and being located near the intersection of US Hwy 290 and N. FM 973, Manor, TX.

Applicant: LJA Engineering

Owner: Butler Family Partnership, Ltd.

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

Mayor Harvey opened the public hearing.

Wilmer Roberts, 13804 Tercel Trace, Manor, Texas, submitted a speaker card in support of this item. Mr. Roberts expressed his concerns regarding traffic and safety with the new proposed development.

Robert Battaile, 502 E. Eggleston, St., Manor, Texas, submitted a speaker card in opposition to this item. He expressed his concerns of the development not having a plaza nor park amenities.

Scott Dunlop, Development Services Director discussed the process of a concept plan and a proposed development.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Moreno, to close the Public Hearing.

There was no further discussion.

Motion to close carried 5-0

At the direction of Mayor Harvey Item No. 5, Item No. 6 and Item No. 7 were pulled from the consent agenda and considered separately.

CONSENT AGENDA

4. Consideration, discussion, and possible action to approve the City Council Minutes.

- **June 1, 2022, City Council Workshop – Charter Review; and**
- **June 1, 2022, City Council Regular Meeting**

8. Consideration, discussion, and possible action on accepting the Fiscal Year 2020-2021 Financial Audit Report.

MOTION: Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Hill, to approve the consent agenda Item No. 4 and Item No. 8.

There was no further discussion.

Motion to approve carried 5-0

REGULAR AGENDA

5. Consideration, discussion, and possible action on the acceptance of the May 2022 Departmental Reports.

- **Economic Development – Scott Jones, Economic Development Director**
- **Development Services – Scott Dunlop, Development Services Director**
- **Community Development – Debbie Charbonneau, Heritage and Tourism Manager**
- **Police – Ryan Phipps, Chief of Police**
- **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**
- **IT – Phil Green, IT Director**
- **Administration – Lluvia T. Almaraz, City Secretary**

Scott Jones, Economic Development Director gave a summary briefing of his summary report.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Moreno to approve and accept the May 2022 Departmental Reports.

There was no further discussion.

Motion to approve carried 6-0

Mayor Harvey stated that Item No. 6 will be conducted after Item No. 9 and Item No. 7 will be conducted after Item No. 12.

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 7:44 p.m. on Wednesday, June 15, 2022, 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 551.071, and 551.087, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the Butler FM 973/Hwy 290 mixed use development; Section 551.071, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct (Consultation with Attorney) to consult with legal counsel regarding Development Agreement with Building Hope; and Section 551.071, Texas Government*

Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct (Consultation with Attorney) to consult with legal counsel regarding Capital Metropolitan Transportation Authority at 7:44 p.m. on Wednesday, June 15, 2022.

The Executive Session was adjourned at 10:30 p.m. on Wednesday, June 15, 2022

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 10:30 p.m. on Wednesday, June 15, 2022.

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

There was no action taken.

REGULAR AGENDA

9. Consideration, discussion, and possible action on the Development Agreement (Butler/ East Hwy 290 & 13100 N. FM 973).

The city staff recommended that the City Council approve the Development Agreement (Butler/East Hwy 290 & 13100 N. FM 973).

Veronica Rivera, Assistant City Attorney discussed the revised Development Agreement regarding structures.

Robert Battaile, 502 E. Eggleston, St., Manor, Texas, submitted a speaker card in opposition to this item. He expressed his concerns of the development not having a plaza nor a park.

Matt Harris, P.O. Box 9190, Austin, Texas, submitted a speaker card in support of this item. Mr. Harris discussed the attached Power Point presentation and gave a site summary of the development.

The discussion was held regarding the beautification of the development.

Talley Williams with Metcalfe Wolff Stuart & Williams, LLP submitted a speaker card in support of this item; however, she did not wish to speak but was available to answer any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Hill, to approve the Development Agreement (Butler/East Hwy 290 & 13100 N. FM 973).

There was no further discussion.

Motion to approve carried 5-0

- 6. Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning 26.30 acres, more or less, out of the Greenbury Gates Survey No. 63 and James Manor Survey No. 40, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX from Medium Commercial (C-2) to Multi-Family 25 (MF-2). Applicant: Metcalfe, Wolff, Stuart & Williams, LLP; Owner: Edward Butler**

The city staff recommended that the City Council approve the second and final reading of Ordinance No. 656 rezoning 26.30 acres, more or less, out of the Greenbury Gates Survey No. 63 and James Manor Survey No. 40, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX from Medium Commercial (C-2) to Multi-Family 25 (MF-2).

Scott Dunlop, Development Services Director discussed the proposed rezoning request.

Mark Johnson, 12750 Merit Dr.#1175, Dallas, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available to answer any questions posed by the City Council.

Katherine Niceta with Metcalfe Wolff, Stuart & Williams, LLP, submitted a speaker card in support of this item; however, she did not wish to speak but was available to answer questions posed by the City Council.

Ordinance No. 656: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Medium Commercial (C-2) to Multi-Family 25 (MF-2); Making Findings of Fact; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to approve the second and final reading of Ordinance No. 656 rezoning 26.30 acres, more or less, out of the Greenbury Gates Survey No. 63 and James Manor Survey No. 40, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX from Medium Commercial (C-2) to Multi-Family 25 (MF-2).

There was no further discussion.

Motion to approve carried 5-0

- 10. Consideration, discussion, and possible action on the Chapter 380 Grant Agreement Butler Commercial Project.**

The city staff recommended that the City Council approve the Chapter 380 Grant Agreement Butler Commercial Project.

Talley Williams with Metcalfe Wolff Stuart & Williams, LLP submitted a speaker card in support of this item; however, she did not wish to speak but was available to answer any questions posed by the City Council.

Matt Harris, P.O. Box 9190, Austin, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available to answer any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Hill, to approve the Chapter 380 Grant Agreement Butler Commercial Project.

There was no further discussion.

Motion to approve carried 5-0

11. Consideration, discussion and possible action on a revised Concept Plan for the Butler - Manor Subdivision, seventeen (17) lots on 95.16 acres more or less, and being located near the intersection of US Hwy 290 and N. FM 973, Manor, TX.

Applicant: LJA Engineering; Owner: Butler Family Partnership, Ltd.

The city staff recommended that the City Council approve a revised Concept Plan for the Butler - Manor Subdivision, seventeen (17) lots on 95.16 acres more or less, and being located near the intersection of US Hwy 290 and N. FM 973, Manor, TX.

MOTION: Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Hill, to approve a revised Concept Plan for the Butler - Manor Subdivision, seventeen (17) lots on 95.16 acres more or less, and being located near the intersection of US Hwy 290 and N. FM 973, Manor, TX.

There was no further discussion.

Motion to approve carried 5-0

12. Consideration, discussion, and possible action on the First Amendment to Development Agreement (EntradaGlen).

The city staff recommended that the City Council approve the First Amendment to Development Agreement (EntradaGlen).

Veronica Rivera, Assistant City Attorney discussed the proposed amendment.

Robert Battaile, 502 E. Eggleston, St., Manor, Texas, submitted a speaker card in opposition to this item. He inquired if any public parks were being proposed and asked the no. of housing units that were being developed.

Talley Williams with Metcalfe Wolff Stuart & Williams, LLP submitted a speaker card in support of this item; however, she did not wish to speak but was available to answer any questions posed by the City Council.

Scott Dunlop, Development Services Director discussed the proposed development regulations.

Discussion was held regarding the trash sites regulations for the development.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Moreno, to approve the First Amendment to Development Agreement (EntradaGlen).

There was no further discussion.

Motion to approve carried 5-0

7. **Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning 13.224 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near the intersection of East Parsons Street and Bastrop Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).**
Applicant: Metcalfe, Wolff, Stuart & Williams, LLP; Owner: Dwyer Realty Companies

The city staff recommended that the City Council approve the second and final reading of Ordinance No. 655 rezoning 13.224 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near the intersection of East Parsons Street and Bastrop Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).

Robert Battaile, 502 E. Eggleston, St., Manor, Texas, submitted a speaker card in opposition to this item. He inquired if the development was in the Manor's historic district and if any public parks were being proposed in the development.

Katherine Niceta with Metcalfe Wolff, Stuart & Williams, LLP, submitted a speaker card in support of this item; however, she did not wish to speak but was available to answer questions posed by the City Council.

Sushil Mehta with DD&B Construction Inc., submitted a speaker card in support of this item; however, he did not wish to speak but was available to answer questions posed by the City Council.

Scott Dunlop, Development Services Director discussed the proposed rezoning request.

Ordinance No. 655: An Ordinance of The City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Light Commercial (C-1) to Multi-Family 25 (MF-2); Making Findings of Fact; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to approve the second and final reading of Ordinance No. 655 rezoning 13.224 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near the intersection of East Parsons Street and Bastrop Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).

Discussion was held regarding the drainage concerns in the area.

There was no further discussion.

Motion to approve carried 4-1 (Council Member Weir voted against)

13. Consideration, discussion, and possible action on the Third Amendment to Development Agreement (Manor Heights).

The city staff recommended that the City Council approve the Third Amendment to Development Agreement (Manor Heights).

Talley Williams with Metcalfe Wolff, Stuart & Williams, LLP, submitted a speaker card in support of this item; however, she did not wish to speak but was available to answer questions posed by the City Council.

Robert Battaile, 502 E. Eggleston, St., Manor, Texas, submitted a speaker card in opposition to this item. He discussed his concerns with the proposed park trails of the development.

Mayor Harvey discussed the comprehensive plan regarding parkland for future developments.

Scott Dunlop, Development Services Director discussed the proposed development.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir, to approve the Third Amendment to Development Agreement (Manor Heights).

There was no further discussion.

Motion to approve carried 5-0

14. Consideration, discussion, and possible action on Amendment One to the Interlocal Agreement by and Between Capital Metropolitan Transportation Authority and City of Manor, Texas for Build Central Texas.

The city staff recommended that the City Council approve as to form of amendment one to the Interlocal Agreement by and Between Capital Metropolitan Transportation Authority and City of Manor, Texas for Build Central Texas and direct the Mayor to execute the agreement once finalized.

MOTION: Upon a motion made by Council Member Moreno to approve as to form of amendment one to the Interlocal Agreement by and Between Capital Metropolitan Transportation Authority and City of Manor, Texas for Build Central Texas and direct the Mayor to execute the agreement once finalized.

Paige Saenz, City Attorney advised if council approved amendment as presented, they were accepting the allocating funding for Project Green line of \$800,000. She stated if council did not agree with amount, council would motion to remove the allocation funding language from the amendment.

Council Member Moreno amended his motion to include the removal of the language allocating funding for the Project Green Line.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to approve as to form of amendment one to the Interlocal Agreement by and Between Capital Metropolitan Transportation Authority and City of Manor, Texas for Build Central Texas and direct the Mayor to execute the agreement once finalized and remove the language allocating funding for the Project Green Line.

There was no further discussion.

Motion to approve carried 5-0

At the request of Mayor Harvey Agenda Item No. 15 and Item No. 16 were conducted in one motion.

15. First Reading: Consideration, discussion and possible action on an ordinance annexing 62.84 acres, , 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.

16. First Reading: Consideration, discussion, and possible action on an ordinance rezoning 62.84 acres, more or less, out of the A.C. Caldwell Survey No. 52, Abstract No. 154, and being located near the intersection of US Hwy 290 and Old Kimbro Road, Manor, TX to Townhome (TH) and Medium Commercial (C-2). Applicant: Kimley-Horn and Associates; Owner: Millcreek Residential

MOTION: Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Hill, to postpone Item No. 15 and Item No. 16 to the July 20, 2022, Regular Council Meeting.

There was no further discussion.

Motion to postpone carried 5-0

17. Consideration, discussion, and possible action on a Water Service Area Transfer Agreement between the City of Manor, Texas and Manville Water Supply Corporation for a 13.189 acre tract.

The city staff recommended that the City Council approve the Water Service Area Transfer Agreement between the City of Manor, Texas and Manville Water Supply Corporation for a 13.189 acre tract and authorize the Mayor to execute the agreement.

MOTION: Upon a motion made by Council Member Moreno to approve the Water Service Area Transfer Agreement between the City of Manor, Texas and Manville Water Supply Corporation for a 13.189 acre tract and authorize the City Manager to execute the agreement.

Veronica Rivera, Assistant City Attorney clarified that the Mayor needed to sign agreement instead of City Manager, she requested for a friendly amendment to the motion.

Council Member Moreno amended his motion to authorize the Mayor to sign agreement.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to approve the Water Service Area Transfer Agreement between the City of Manor, Texas and Manville Water Supply Corporation for a 13.189 acre tract and authorize the Mayor to execute the agreement.

There was no further discussion.

Motion to approve carried 5-0

18. Consideration, discussion, and possible action on the Compensation Consulting Firm regarding a PayScale study.

The city staff recommended that the City Council approve a Compensation Consulting Firm regarding a PayScale study.

Tracey Vasquez, HR Manager discussed the proposed consulting firms.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir, to approve a Compensation Consulting Firm regarding a PayScale study and award to McGrath Human Resources Group.

There was no further discussion.

Motion to approve carried 5-0

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 10:51 p.m. on Wednesday, June 15, 2022.

These minutes approved by the Manor City Council on the 6th day of July 2022.

APPROVED:

Dr. Christopher Harvey
Mayor

ATTEST:

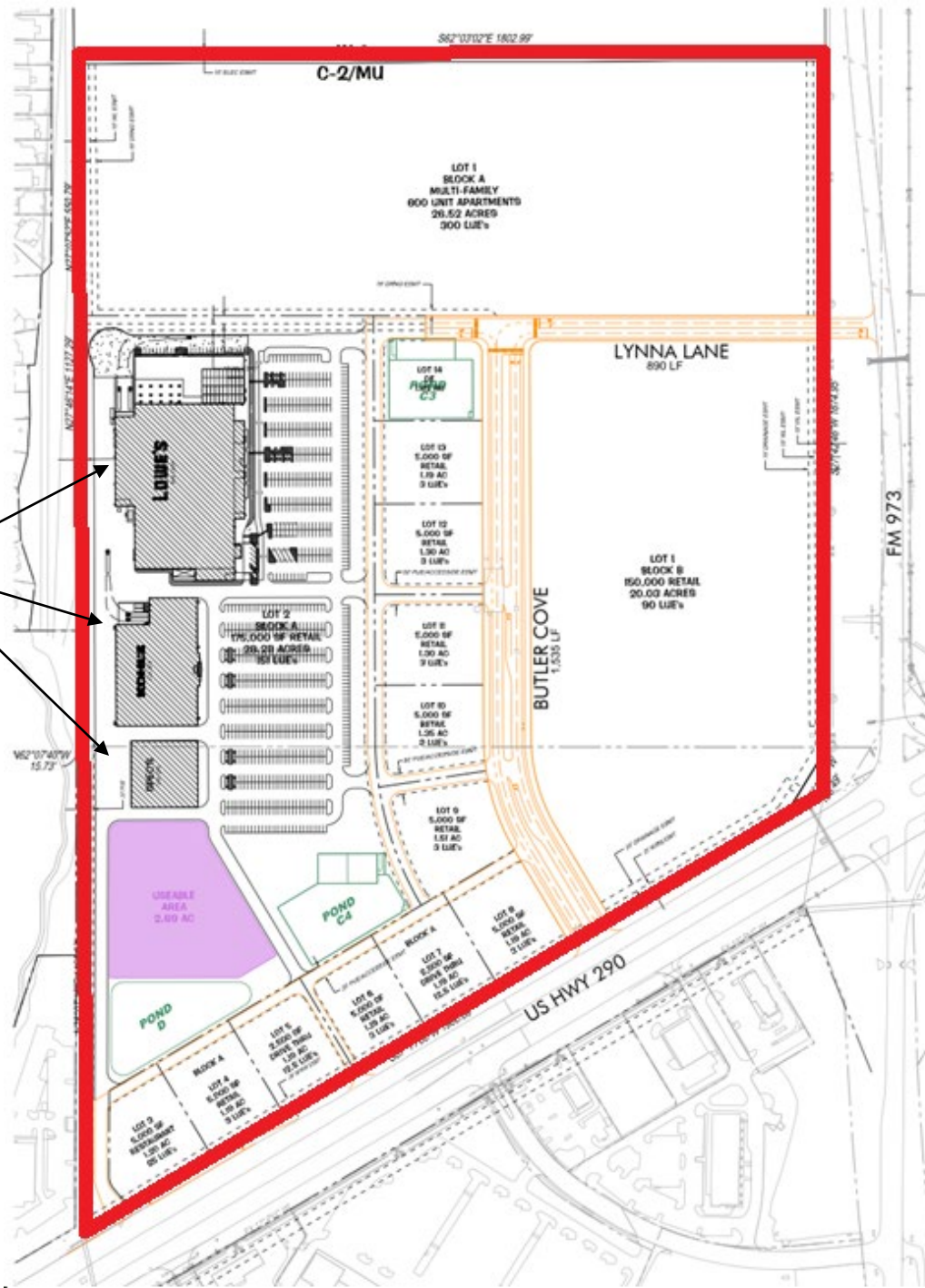
Lluvia T. Almaraz, TRMC
City Secretary

Draft Minutes

Butler-Manor Project located at E. US 290
and 13100 N. FM 973



PROPOSED



Site Summary

- ▶ ±95 acres
- ▶ ± 69 acres total commercial
- ▶ ± 26.30 acres residential
- ▶ Estimated ± 400,000 square feet of retail space
- ▶ Potential tenants/occupants: Kohl's, Home Depot, grocery store, various service/retail tenants (including restaurants)

Butler Family

- ▶ Butler Family has been in Central Texas for over 75 years.

- ▶ Mr. Butler (former Mayor of Austin) owned a number of car dealerships over the years.
- ▶ Owned KVET/KASE until it was sold to Clear Channel in 1998.
- ▶ Operates Capitol Wright Distributing – one of the largest beverage distributorships in the country, with over 5,000 retail customers in 14 counties.

- ▶ Active Real Estate Investor. Projects include:
 - Avery Ranch (5,000 home subdivision)
 - 1460 and Hwy 79 (HEB anchored retail center in Round Rock)
 - Lakeline Project (HEB anchored retail center, 400 apartments, and several acres of retail)
 - 2010 E. 6th (115K sq. ft office building in East Austin)
 - Current projects include over 2,000 residential lots and over 1,000 condominium units



**CITY COUNCIL CALLED SPECIAL SESSION
MINUTES
JUNE 21, 2022**

PRESENT:

Dr. Christopher Harvey, Mayor

COUNCIL MEMBERS:

- Emily Hill, Mayor Pro Tem, Place 1
- Anne Weir, Place 2 (Absent)
- Maria Amezcua, Place 3
- Sonia Wallace, Place 4
- Aaron Moreno, Place 5 (Arrived at 6:20 p.m.)
- Deja Hill, Place 6

CITY STAFF:

- Scott Moore, City Manager
- Lluvia T. Almaraz, City Secretary
- James Allen, Lieutenant
- Scott Dunlop, Development Services Director
- Scott Jones, Economic Development Director
- Veronica Rivera, Assistant City Attorney
- Michael Pachnick, IT Technician

SPECIAL SESSION – 6:00 P.M.

With a quorum of the Council Members present, the special session of the Manor City Council was called to order by Mayor Harvey at 6:03 p.m. on Tuesday, June 22, 2022, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

Mayor Harvey led the Pledge of Allegiance.

PUBLIC COMMENTS

No one appeared to speak at this time.

REGULAR AGENDA

1. Consideration, discussion, and possible action of items relating to June 11, 2022, City of Manor Runoff Election.

- **Canvass of the Election Returns for the City of Manor Runoff Election.**

The City Council canvassed the following results of the City of Manor Runoff Election held on June 11, 2022.

Mayor Harvey read the following results:

**RUNOFF ELECTION
JUNE 11, 2022
(Results for 7 Precincts 126, 127, 142, 143, 144, 145 and 490)**

TOTAL REGISTERED VOTERS – 7,381

TOTAL BALLOTS CAST – 68

TOTAL VOTER TURNOUT – 0.92%

RUNOFF ELECTION

–

	<u>Early</u>	<u>Vote by Mail</u>	<u>Election</u>	<u>Vote %</u>	<u>Total</u>
--	--------------	---------------------	-----------------	---------------	--------------

COUNCIL MEMBER, PLACE 6

Kathy White	14	8	7	42.65%	29
Deja Hill	22	9	8	57.35%	39

- **Presentation of Certificate of Election by Mayor Harvey to Newly Elected Council Member, Place 6 – Deja Hill.**

Mayor Harvey presented Certificate of Election to Newly Elected Council Member, Place 6 – Deja Hill.

- **Oath-of-Office to Council Member, Place 6 – Deja Hill by Presiding Judge John Yeager.**

Following the presentation of certificate, Presiding Judge John Yeager conducted the Oath-of-Office to Newly Elected Council Member, Place 6 – Deja Hill.

Following the Oath-of-Office, newly elected official Deja Hill took her seat on the dais.

2. Consideration, discussion, and possible action on an ordinance declaring the results of June 11, 2022, City of Manor Runoff Election.

The city staff recommended that the City Council approve Ordinance No. 660 declaring the results of June 11, 2022, City of Manor Runoff Election.

Ordinance No. 660: An Ordinance of the City Council of the City of Manor, Texas, Canvassing the Election Returns and Declaring the Results of The Runoff Election of the City of Manor Held on Saturday, June 11, 2022, for the City of Manor’s Council Member Place No. 6 Vacancy; and Declaring the Effective Date of This Ordinance.

MOTION: Upon a motion made by Council Member Wallace and seconded by Mayor Pro Tem Emily Hill, to approve Ordinance No. 660 declaring the results of June 11, 2022, City of Manor Runoff Election.

There was no further discussion.

Motion to approve carried 5-0

3. Consideration, discussion, and possible action on an Interlocal Agreement with Travis County for Updates to the Hazard Mitigation Action Plan.

The city staff recommended that the City Council approve the Interlocal Agreement with Travis County for Updates to Hazard Mitigation Action Plan and cost of \$3,000; and authorize the Mayor and City Attorney to execute the agreement.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Mayor Pro Tem Hill, to approve the Interlocal Agreement with Travis County for Updates to Hazard Mitigation Action Plan and cost of \$3,000; and authorize the Mayor and City Attorney to execute the agreement.

There was no further discussion.

Motion to approve carried 5-0

Councilman Moreno arrived and joined the Executive Session.

Mayor Harvey adjourned the special session of the Manor City Council into Executive Session at 6:14 p.m. on Tuesday, June 21, 2022, 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 551.071, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct (Consultation with Attorney) to consult with legal counsel regarding: 1) Capital Metropolitan Transportation Authority; 2) Enforcement of Decorum in Council meetings; 3) Interlocal Agreement for Code Enforcement Services; and 4) Public Facilities Statutory Compliance* at 6:14 p.m. on Tuesday, June 21, 2022.

The Executive Session was adjourned at 7:28 p.m. on Tuesday, June 21, 2022

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 7:28 p.m. on Tuesday, June 21, 2022.

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

MOTION: Upon a motion made by Council Member Moreno seconded by Council Member Deja Hill to direct city staff to review city facilities to statutory compliant as discussed in executive session.

There was no further discussion.

Motion to approve carried 6-0

ADJOURNMENT

The Special Session of the Manor City Council Adjourned at 7:29 p.m. on Tuesday, June 21, 2022.

These minutes approved by the Manor City Council on the 6th day of July 2022.

APPROVED:

Dr. Christopher Harvey
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Draft Minutes

City of Manor Cumulative Report
Travis County Joint General and Special Runoff Elections
June 11, 2022

STATISTICS

	TOTAL	Election Day	Early Voting	By Mail	Provisional
Registered Voters - Total	7,381				
Ballots Cast - Total	68	15	36	17	0
Voter Turnout - Total	0.92%				

City of Manor Cumulative Report
Travis County Joint General and Special Runoff Elections
June 11, 2022

City of Manor Council Place 6 Unexpired Term

Vote For 1

	TOTAL	Election Day	Early Voting	By Mail	Provisional
Kathy White	29	7	14	8	0
Deja Hill	39	8	22	9	0
Total Votes Cast	68	15	36	17	0

City of Manor Canvass
Travis County Joint General and Special Runoff Elections
June 11, 2022

126 A

City of Manor Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail	Provisional
Kathy White	9	69.23%	1	5	3	0
Deja Hill	4	30.77%	0	3	1	0
Overvotes	0	0.00%	0	0	0	0
Undervotes	0	0.00%	0	0	0	0

City of Manor Canvass
 Travis County Joint General and Special Runoff Elections
 June 11, 2022

Travis County

127 C

City of Manor Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail	Provisional
Kathy White	6	23.08%	1	1	4	0
Deja Hill	20	76.92%	3	14	3	0
Overvotes	0	0.00%	0	0	0	0
Undervotes	0	0.00%	0	0	0	0

City of Manor Canvass
 Travis County Joint General and Special Runoff Elections
 June 11, 2022

Travis County

142 C

City of Manor Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail	Provisional
Kathy White	0		0	0	0	0
Deja Hill	0		0	0	0	0
Overvotes	0		0	0	0	0
Undervotes	0		0	0	0	0

City of Manor Canvass
 Travis County Joint General and Special Runoff Elections
 June 11, 2022

143 C

City of Manor Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail	Provisional
Kathy White	2	22.22%	2	0	0	0
Deja Hill	7	77.78%	2	2	3	0
Overvotes	0	0.00%	0	0	0	0
Undervotes	0	0.00%	0	0	0	0

City of Manor Canvass
Travis County Joint General and Special Runoff Elections
June 11, 2022

144 B

City of Manor Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail	Provisional
Kathy White	12	60.00%	3	8	1	0
Deja Hill	8	40.00%	3	3	2	0
Overvotes	0	0.00%	0	0	0	0
Undervotes	0	0.00%	0	0	0	0

City of Manor Canvass
 Travis County Joint General and Special Runoff Elections
 June 11, 2022

145 I

City of Manor Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail	Provisional
Kathy White	0		0	0	0	0
Deja Hill	0		0	0	0	0
Overvotes	0		0	0	0	0
Undervotes	0		0	0	0	0

City of Manor Canvass
Travis County Joint General and Special Runoff Elections
June 11, 2022

Travis County

490 F

City of Manor Council Place 6 Unexpired Term

Vote For 1

	TOTAL	VOTE %	Election Day	Early Voting	By Mail	Provisional
Kathy White	0		0	0	0	0
Deja Hill	0		0	0	0	0
Overvotes	0		0	0	0	0
Undervotes	0		0	0	0	0



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: July 6, 2022
PREPARED BY: Scott Dunlop, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Second and Final Reading: Consideration, discussion, and possible action on an ordinance of the City of Manor, Texas annexing 14.55 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.

BACKGROUND/SUMMARY:

This is a voluntary annexation initiated by the property owner.
Second Reading was postponed at the June 1, 2022, Regular Council Meeting

LEGAL REVIEW: Yes
FISCAL IMPACT:
PRESENTATION:
ATTACHMENTS: Yes

- Ordinance No. 659

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the City Council approve the second and final reading of Ordinance No. 659 of the City of Manor, Texas annexing 14.55 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.

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

ORDINANCE NO. 659

AN ORDINANCE OF THE CITY OF MANOR, TEXAS ANNEXING 14.55 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 owner of the property, as hereinafter described, made written request for the City to annex such property in compliance with *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 hereby 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 abutting streets, roadways, and rights-of-way, are hereby annexed into the corporate limits of the City of Manor:

Being 14.55 acres of land and being that Lot 1, MANOR VILLA ESTATES, a subdivision in Travis County, Texas according to the map or plat thereof, recorded in Volume 83, Page 155C, of the Plat Records of Travis County, Texas said 14.55 acre tract of land being more particularly described in 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 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 the 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 FIRST READING on this the 18th day of May 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the 6th day of July 2022.

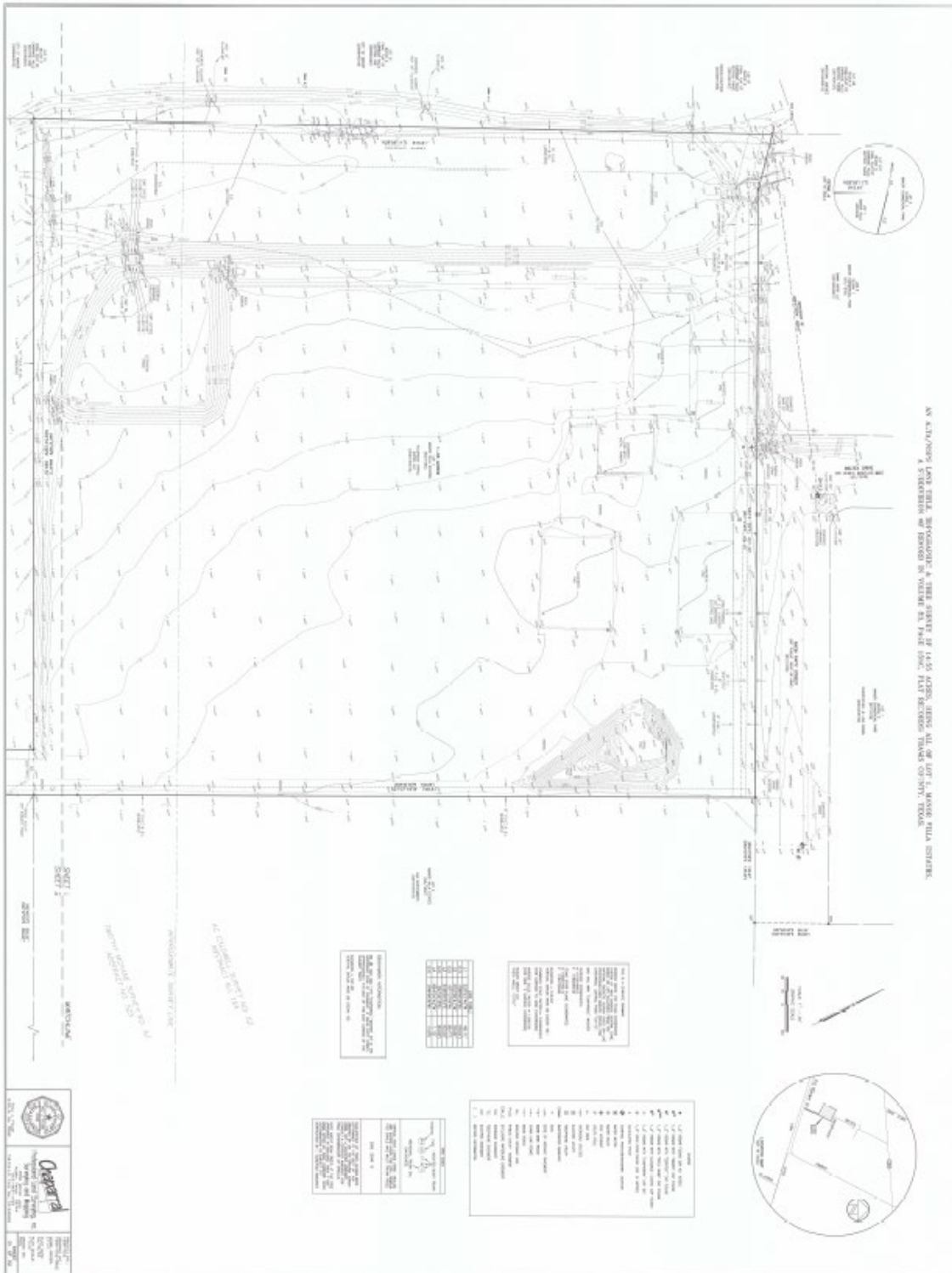
THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Exhibit "A"
Subject Property Description
+/- 14.55 Acres



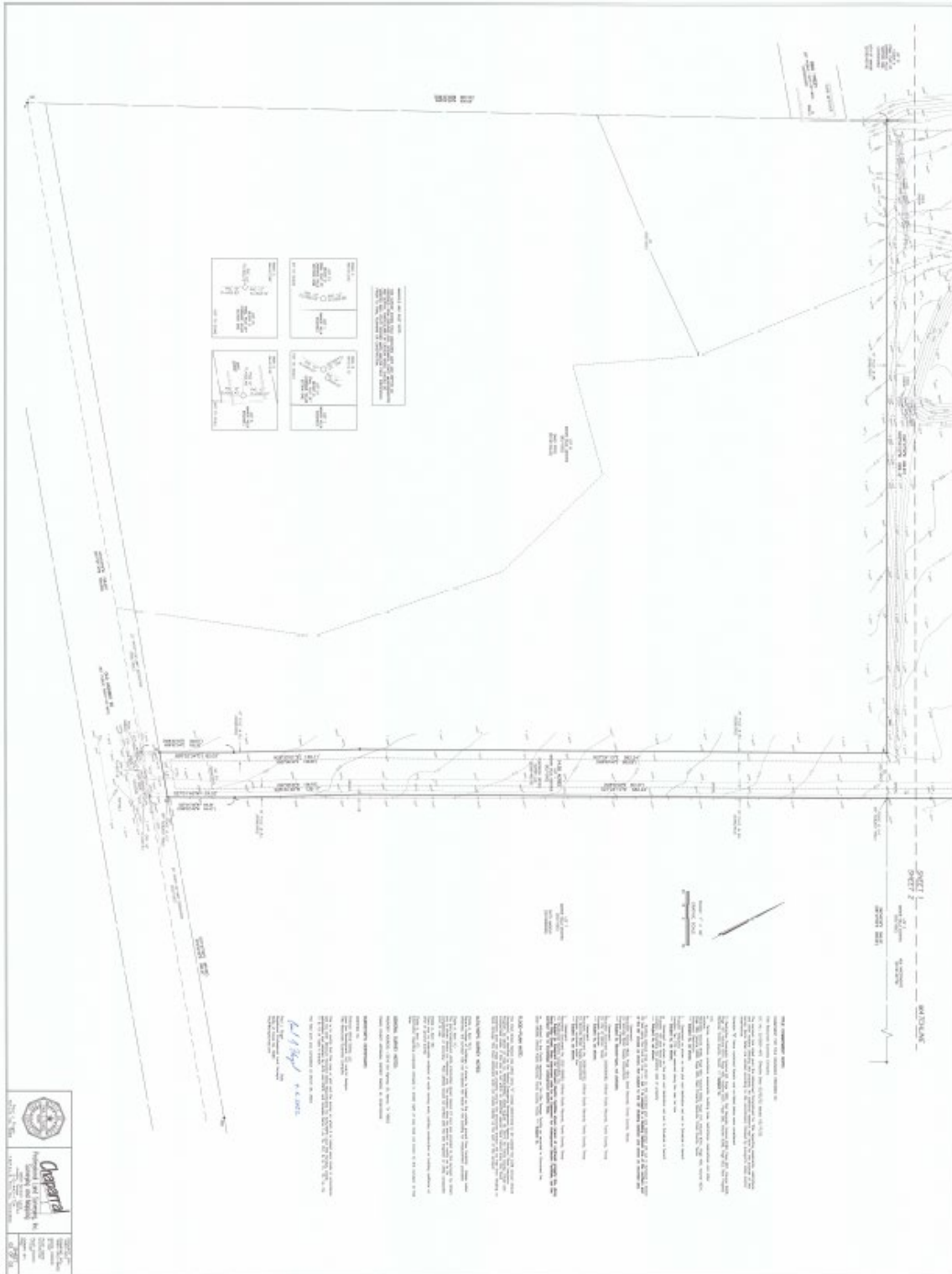


Exhibit "B"
AGREEMENT REGARDING POST-ANNEXATION
PROVISION OF SERVICES
FOR PROPERTY TO BE ANNEXED INTO THE CITY OF MANOR

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

This Agreement Regarding Post-Annexation Provision of Services for Property to be Annexed into the City of Manor (the "Agreement") is entered into by and between the City of Manor, Texas, a municipal corporation ("City"), and Flintrock Office Suites, LLC ("Landowner"), both of which may be referred to herein singularly as "Party" or collectively as the "Parties."

RECITALS

WHEREAS, upon the request of the Landowner, the City intends to institute annexation proceedings for an area of land described more fully hereinafter and attached hereto (the "subject property");

WHEREAS, Section 43.0672, Loc. Gov't. Code, requires the Parties to enter into a written agreement identifying a list of public services to be provided to the subject property and a schedule for the provision of those services that are not otherwise provided on the effective date of the annexation;

WHEREAS, this Agreement is being entered into by and between the Parties to comply with Texas Local Government Code, Chapter 43, Sub-Chapter C-3, Section 43.0672, prior to the City's consideration of an ordinance annexing the subject property, it being understood, acknowledged and agreed by the Parties that annexation of the subject property is a condition precedent to this Agreement becoming effective;

WHEREAS, this Agreement shall be deemed effective on the effective date of an ordinance approved by the City annexing the subject property (the "Effective Date").

WHEREAS, the subject property is not included in the municipal annexation plan and is exempt from the requirements thereof;

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

WHEREAS, it is found that all statutory requirements have been satisfied and the City is authorized by *Chapter 43, Loc. Gov't. Code*, to annex the subject property into the City;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

The following services and schedule represent the provision of services agreed to between the Landowner of the subject property and the City establishing a program under which the City will provide municipal services to the subject property, as required by section 43.0672 of the Texas Local

Government Code. The services detailed herein will be provided at a level consistent with service levels provided to other similarly situated areas within the City.

The following services will be provided for the subject property on the Effective Date of annexation:

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

A. Police protection as follows:

Routine patrols of areas, radio response to calls for police service and all other police services now being offered to the citizens of the City. Upon annexation, police protection will be provided to the subject property at a level consistent with the service to other areas of the City with similar population density and characteristics. The City's police services include neighborhood patrols, criminal investigations, crime prevention, community services and school programs.

B. Fire protection and Emergency Medical Services as follows:

Fire protection by agreement between the City and the ESD's present personnel and equipment of the ESD fire fighting force and the volunteer fire fighting force with the limitations of water available. Radio response for Emergency Medical Services with the present contract personnel and equipment of the ESD.

C. Solid waste collection services as follows:

Solid waste collection and services as now being offered to the citizens of the City. The City provides residential solid waste collection services within the City limits for a fee under a contract between the City and private refuse collection operator. The residential solid waste collection services include garbage collection, recycling, bulky item collection and yard waste collection. Commercial solid waste collection services are also available. This service will be provided for a fee to any person within the subject property requesting the service after the Effective Date of annexation, provided that a privately owned solid waste management service provider is unavailable. If the subject property is already receiving service, the City may not prohibit solid waste collection by the privately owned solid waste management service provider, nor may the City offer solid waste collection services for a period of two (2) years following the Effective Date of the annexation unless a privately owned solid waste management service provider is or becomes unavailable, as established by Texas Local Government Code section 43.0661. If a landowner uses the services of a privately owned solid waste management service provider or services are available from a privately owned solid waste management service provider during the two (2) years following annexation, the City will not provide solid waste collection services to that landowner.

D. Animal control as follows:

*R. G.*²

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

E. Maintenance of City-owned parks and playgrounds within the City.

F. Inspection services in conjunction with building permits and routine City code enforcement services by present personnel, equipment and facilities. Municipal Court and General Administration services will also be available to property owners and residents in the subject property on the same basis those facilities are available to current City property owners and residents.

G. Maintenance of other City facilities, buildings and service.

H. Land use regulation as follows:

On the effective date of annexation, the zoning jurisdiction of the City shall be extended to include the annexed area, and the use of all property therein shall be grandfathered; and shall be temporarily zoned "Agricultural District "A"" with the intent to rezone the subject property upon request of the landowner or staff. The Planning & Zoning Commission and the City Council will consider rezoning the subject property at future times in response to requests submitted by the landowner(s) or authorized city staff. The City will impose and enforce its adopted ordinances, including but not limited to, zoning, subdivision development, site development and building code regulations within the subject property upon the Effective Date of the annexation. Enforcement will be in accordance with City ordinances. Development plans and plats for projects within the subject property will be reviewed for compliance with City standards.

(2) **Scheduled Municipal Services.** Due to the size and vacancy of the subject property, the plans and schedule for the development of the subject property, the following municipal services will be provided on a schedule and at increasing levels of service as provided herein:

A. Water service and maintenance of water facilities as follows:

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

(ii) In accordance with the applicable rules and regulations for the provision of water service, water service will be provided to the subjects properties, or applicable portions thereof, by the utility holding a water certificate of convenience and necessity ("CCN") for the subject properties, or portions thereof as applicable, or absent a water CCN, by the utility in whose jurisdiction the subject properties, or portions thereof as applicable, are located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of water service. If connected to the City's water utility system, the subject properties' owner shall construct the internal water lines and pay the costs of line extension and construction of such facilities necessary to provide water service to the subject properties as required in City ordinances. Upon acceptance of the water lines within the subject properties and any off-site improvements, water service will be provided by the City

utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City; subject to all the ordinances, regulations and policies of the City in effect from time to time. The system will be accepted and maintained by the City in accordance with its usual acceptance and maintenance policies. New water line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances of the City in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of a water well that is in use on the effective date of the annexation and is in compliance with applicable rules and regulations shall be permitted and such use may continue until the subject properties' owner requests and is able to connect to the City's water utility system.

B. Wastewater service and maintenance of wastewater service as follows:

(i) Inspection of sewer lines as provided by statutes of the State of Texas.

(ii) In accordance with the applicable rules and regulations for the provision of wastewater service, wastewater service will be provided to the subjects properties, or applicable portions thereof, by the utility holding a wastewater CCN for the subject properties, or portions thereof as applicable, or absent a wastewater CCN, by the utility in whose jurisdiction the subject properties, or portions thereof as applicable, are located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of wastewater service. If connected to the City's wastewater utility system, the subject properties' owner shall construct the internal wastewater lines and pay the costs of line extension and construction of facilities necessary to provide wastewater service to the subject properties as required in City ordinances. Upon acceptance of the wastewater lines within the subject properties and any off-site improvements, wastewater service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City, subject to all the ordinances, regulations and policies of the City in effect from time to time. The wastewater system will be accepted and maintained by the City in accordance with its usual policies. Requests for new wastewater line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of a septic system that is in use on the effective date of the annexation and is in compliance with all applicable rules and regulations shall be permitted and such use may continue until the subject property owner requests and is able to connect to the City's wastewater utility system.

C. Maintenance of streets and rights-of-way as appropriate as follows:

(i) Provide maintenance services on existing public streets within the subject property and other streets that are hereafter constructed and finally accepted by the City. The maintenance of the streets and roads will be limited as follows:

JCA

(A) Emergency maintenance of streets, repair of hazardous potholes, measures necessary for traffic flow, etc.; and

(B) Routine maintenance as presently performed by the City.

(ii) The City will maintain existing public streets within the subject property, and following installation and acceptance of new roadways by the City as provided by city ordinance, including any required traffic signals, traffic signs, street markings, other traffic control devices and street lighting, the City will maintain such newly constructed public streets, roadways and rights-of-way within the boundaries of the subject property, as follows:

(A) As provided in C(i)(A)&(B) above;

(B) Reconstruction and resurfacing of streets, installation of drainage facilities, construction of curbs, gutters and other such major improvements as the need therefore is determined by the governing body under City policies;

(C) Installation and maintenance of traffic signals, traffic signs, street markings and other traffic control devices as the need therefore is established by appropriate study and traffic standards; and

(D) Installation and maintenance of street lighting in accordance with established policies of the City;

(iii) The outer boundaries of the subject property abut existing roadways. The Landowner agrees that no improvements are required on such roadways to service the subject property.

(3) **Capital Improvements.** Construction of the following capital improvements shall be initiated after the effective date of the annexation: None. Upon development of the subject property or redevelopment, the landowner will be responsible for the development costs the same as a developer in a similarly situated area under the ordinances in effect at the time of development or redevelopment. No additional capital improvements are necessary at this time to service the subject property the same as similarly situated properties. When deemed necessary, capital improvement acquisition or construction will occur in accordance with applicable ordinances and regulations and the adopted capital improvement plans of the City, as applicable and amended, which are incorporated herein by reference.

(4) **Term.** If not previously expired, this agreement expires at the end of ten (10) years.

(5) **Property Description.** The legal description of the subject property is as set forth in the Annexation Ordinance and exhibits attached to the Annexation Ordinance to which this Agreement is attached.

(6) **Binding Effect/Authority.** This Agreement binds and inures to the benefit of the Parties and their respective heirs, successors, and permitted assigns. Each Party further warrants that each signatory to this Agreement is legally authorized to bind the respective individual or entity for the purposes established herein. City is aware that Landowner, as Seller, and Manor Elite Residences, LLC, as Buyer, have entered into a Commercial Contract - Improved Property related to the subject property and that closing is anticipated to occur soon after the annexation of the subject property. City consents to Landowner assigning this Agreement to Manor Elite Residences, LLC, a permitted assign, and upon such assignment, City shall release Landowner of any obligations or liabilities related to the annexation of the subject property once City has received the assignment and notice is given to the City that the assignment has occurred.

(7) **Choice of Law.** This Agreement will be construed under the laws of the State of Texas, without regard to choice-of-law rules of any jurisdiction. Venue for any dispute shall lie exclusively in Travis County, Texas.

(8) **Counterparts.** This Agreement may be executed in any number of counterparts with the same effect as if all signatory Parties had signed the same document. All counterparts will be construed together and will constitute one and the same instrument.

(9) **Legal Construction.** If any provision in this Agreement is for any reason found to be unenforceable, to the extent the unenforceability does not destroy the basis of the bargain among the Parties, the unenforceability will not affect any other provision hereof, and this Agreement will be construed as if the unenforceable provision had never been a part of the Agreement. Whenever context requires, the singular will include the plural and neuter include the masculine or feminine gender, and vice versa. Headings in this Agreement are for reference only and are not intended to restrict or define the text of any section. This Agreement will not be construed more or less favorably between the Parties by reason of authorship or origin of language.

(10) **Entire Agreement.** This Agreement contains the entire Agreement between the Parties relating to the rights herein granted and the obligations herein assumed and cannot be varied except by written agreement of the Parties. Any oral representation or modification concerning this instrument shall be of no force and effect except for any subsequent modification in writing, signed by the Party to be charged.

[signature pages follow]



EXECUTED and AGREED to by the Parties this the ___ day of _____, 20__.

ATTEST:

THE CITY OF MANOR, TEXAS

Lluvia T. Almaraz, City Secretary

Dr. Christopher Harvey, Mayor

LANDOWNER: Flintrock Office Suites, LLC

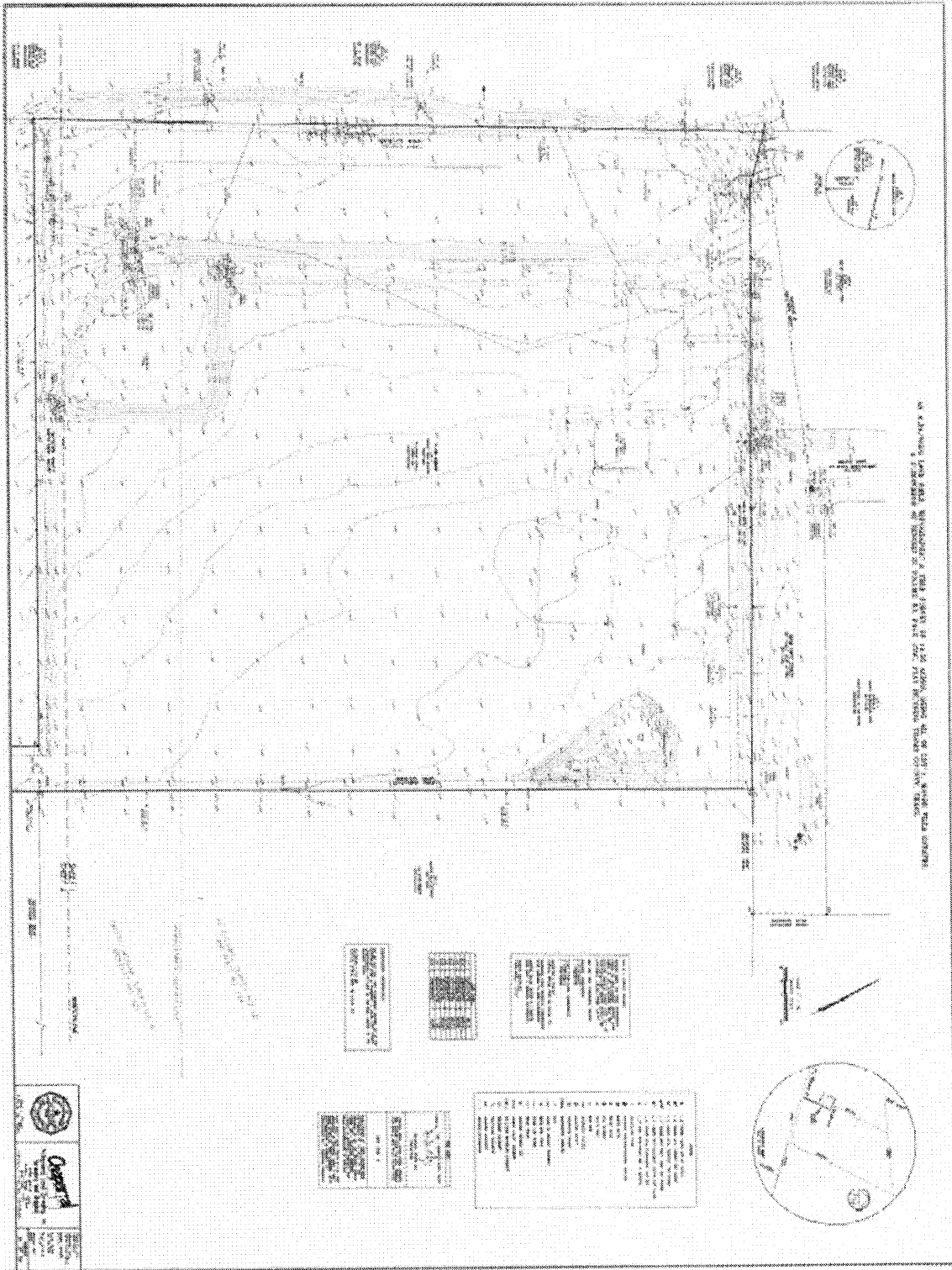
By: 

Name (print): Gary Johnson

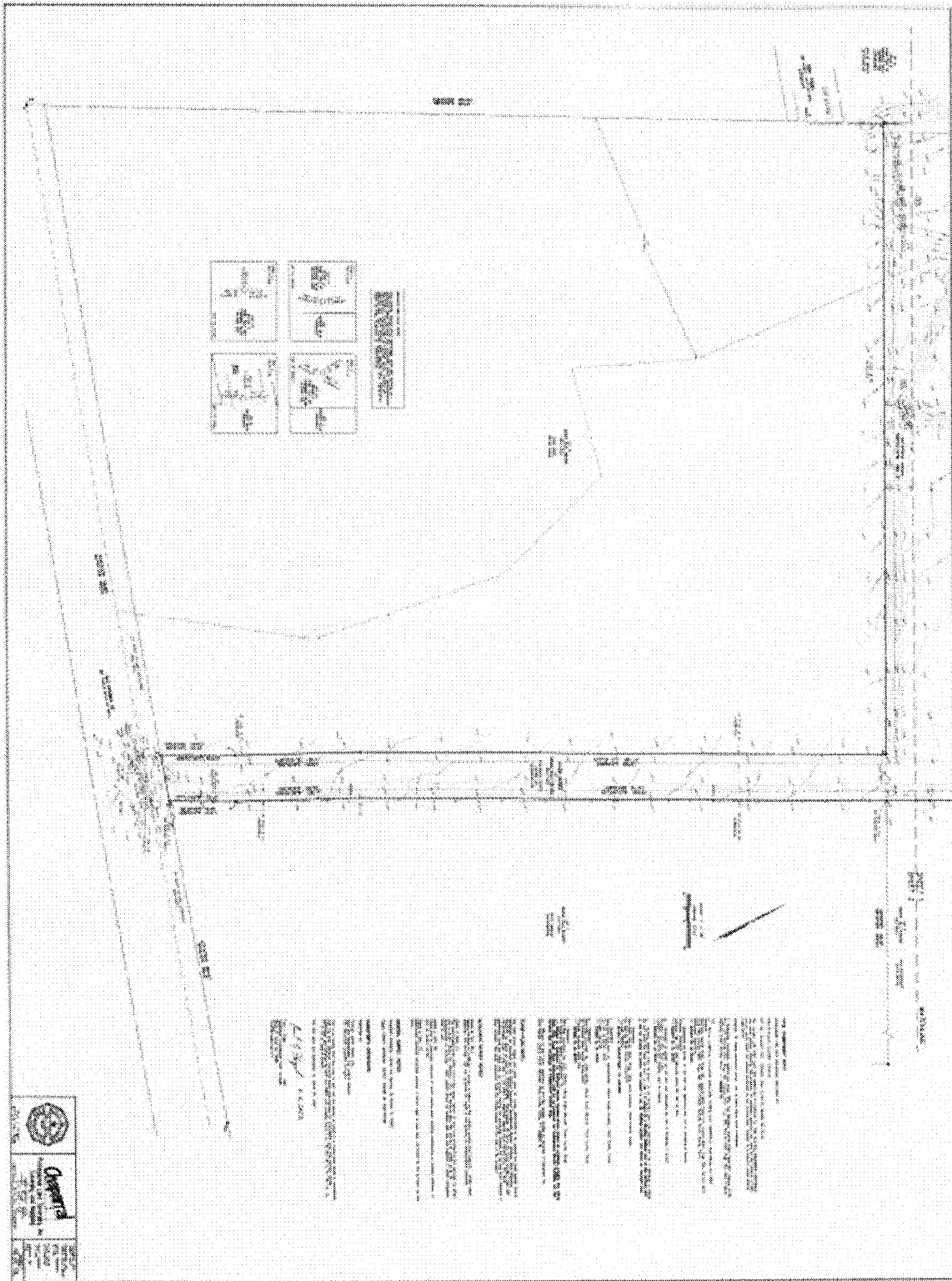
Title: President

Date: June 29, 2022

Subject Property Description



BS





AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: July 6, 2022
PREPARED BY: Scott Dunlop, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning 14.55 acres, more or less, being Lot 1, Manor Villa Estates, and being located at 13518 Old Hwy 20, Manor, TX to Townhome (TH).

Applicant: BGE, Inc.
Owner: Flintrock Office Suites, LLC

BACKGROUND/SUMMARY:

This property is currently in the annexation process concurrent with this zoning case. The property has access to Beltex Drive which connects to US 290 as well as a connection to Old Highway 20. 14.55 acres and 12 units/acre for Townhome that could up to 175 units, but there is 2 acres of drainage area, in addition to the required parking and open space areas so the unit yield would likely be lower. It's proposed at 137 units currently.

The P&Z Commission voted 3-2 to recommend approval of this item.

This City Council voted 3-1 at the May 18, 2022, Regular Meeting, item failed. This item was reconsidered and approved first reading at the June 1, 2022, Regular Council Meeting.

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

- Ordinance No. 661
- Letter of Intent
- Map
- Area Map
- Preliminary Layout
- Notices
- Labels

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council approve the second and final reading of Ordinance No. 661 rezoning 14.55 acres, more or less, being Lot 1, Manor Villa Estates, and being located at 13518 Old Hwy 20, Manor, TX to Townhome (TH)

PLANNING & ZONING COMMISSION:	Recommend Approval	Disapproval	None
	X		

ORDINANCE NO. 661

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND TO TOWNHOME (TH); 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"), to zoning district Townhome (TH). The Property is accordingly hereby rezoned to Townhome (TH).

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.

ORDINANCE NO. 661

Page 2

PASSED AND APPROVED FIRST READING on this the 1st day of June 2022.

PASSED AND APPROVED SECOND AND FINAL READING on this the 6th day of July 2022.

THE CITY OF MANOR, TEXAS

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

EXHIBIT “A”

Property Address:
13518 Old Highway 20, Manor, TX 78653

Property Legal Description:

Being 14.55 acres of land and being that Lot 1, MANOR VILLA ESTATES, a subdivision in Travis County, Texas according to the map or plat thereof, recorded in Volume 83, Page 155C, of the Plat Records of Travis County, Texas said 14.55 acre tract of land being more particularly described in Exhibit “A” attached hereto and incorporated herein for all purposes.



April 8, 2022

City of Manor – Development Services
Rezoning
105 E. Eggleston Street
Manor, Texas 78653

Re: Zoning Letter of Intent
14.579 ac Tract located at 13518 Old Hwy 20, Manor, Texas 78653

This letter of intent has been prepared on behalf of Mr. David Pikoff as part of the Rezoning efforts for a 14.579 ac tract located at 13518 Old Hwy 20, Manor, Texas. The property is currently OCL (Outside City Limits).

This development is located east of “Old Manor” generally between Old Hwy 20 and East Highway 290 and is legally described at Lot 1 in Manor Villa Estates. As a part of the proposed development, the Tract will need to be rezoned to Townhome (TH) with maximum allowed 12 units/acre.

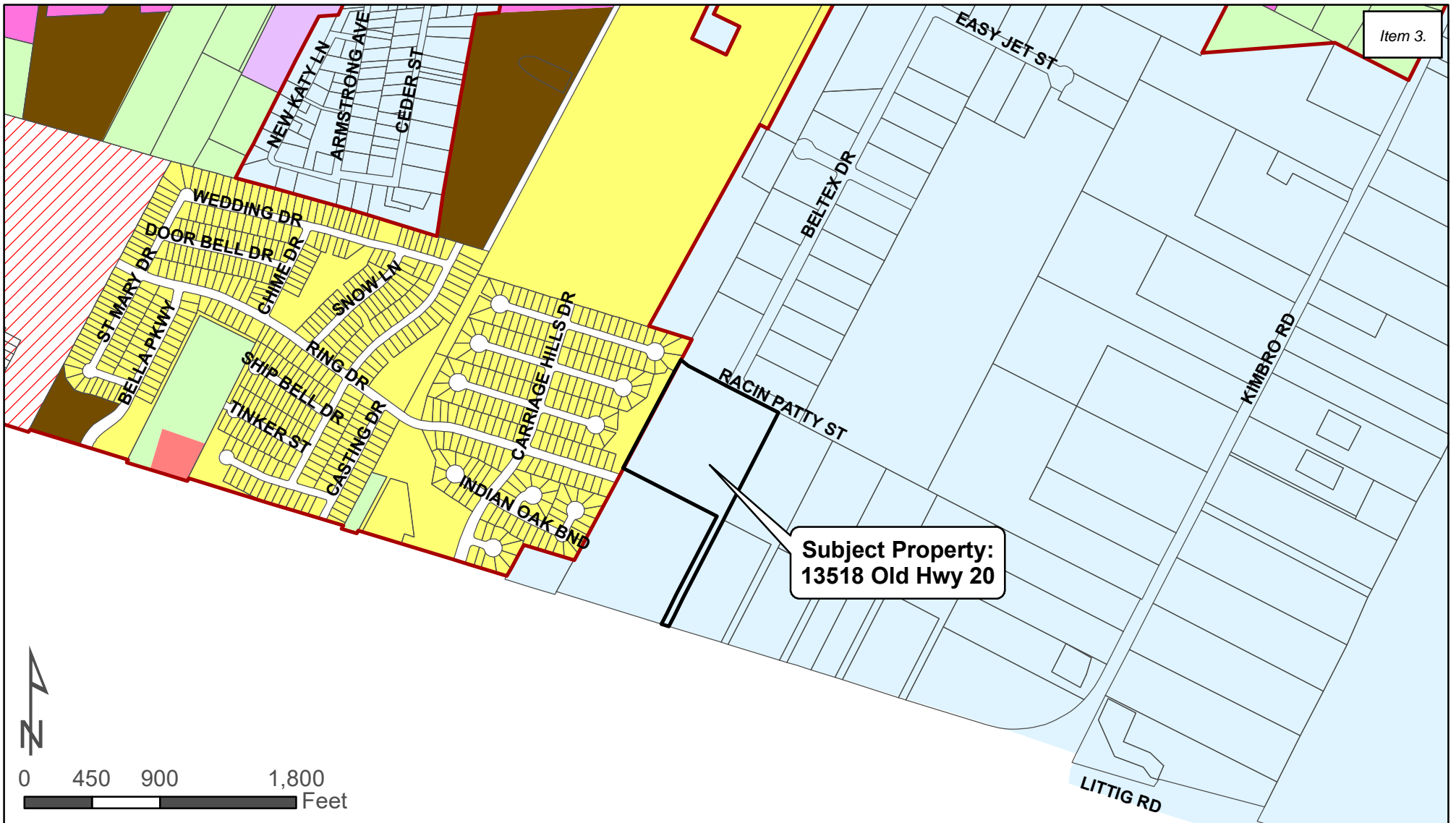
This proposed zoning designation would support the transition of land use(s) in the area from single family to the west, to increased residential density through the subject site, and then to Industrial/Light Industrial uses heading east and surrounding the site. The project will be developed in accordance with the City of Manor Code of Ordinances and other applicable local, state and federal standards.

Should you have any further inquiries about the intent of the development or impacts on the surrounding community, please feel free to contact me at (210)-581-3600 and mjphillips@bgeinc.com.

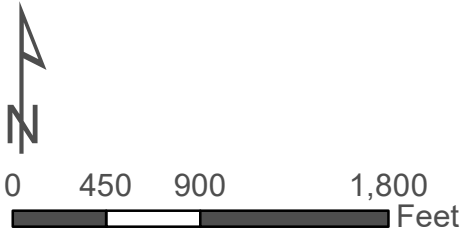
Please see attached exhibits for zoning map and Boundary survey.

Sincerely,

Mary Jane Phillips, P.E.
Director
BGE, Inc.
TBPE Firm #F-1046



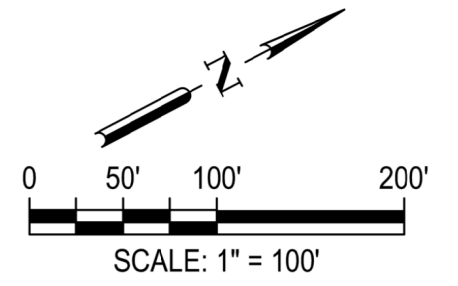
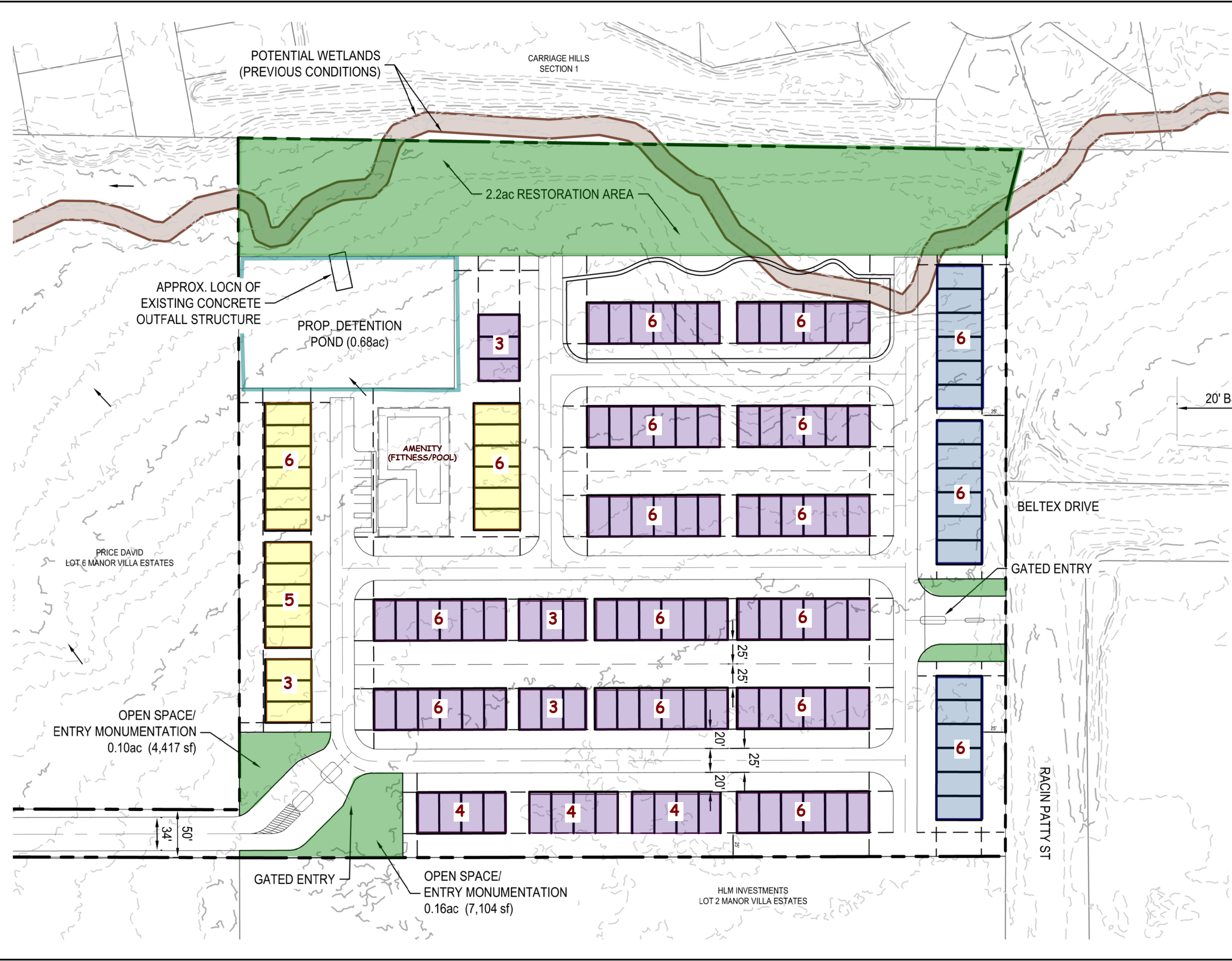
**Subject Property:
13518 Old Hwy 20**



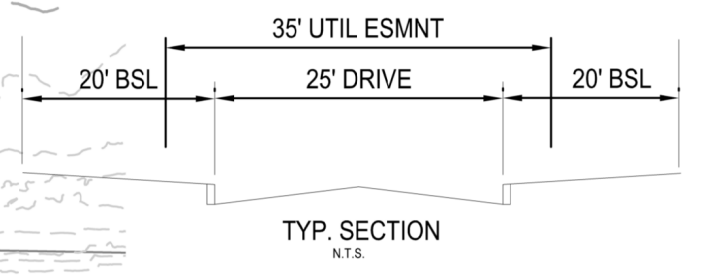
Proposed Zoning: Townhome (TH)

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





- A (22x43)
- B (25x47)
- C (22x48)



TOTAL Condo Units 137 with Amenity Center
(total 143 Units without Amenity Center)

~3,890 linear feet of Road center line

20' Front setback from curb
10' Min. Bldg separation
25' Setback from Project Boundary

CONTOURS, COUNTY PARCELS AND JURISDICTIONAL WATERS WERE TAKEN FROM PUBLICLY AVAILABLE DATA. THIS DOCUMENT NOT TO BE USED FOR CONSTRUCTION. NO FIELD SURVEY WAS CONDUCTED TO PREPARE THIS DOCUMENT.

<p>14ac MANOR 2 OLD HWY 20 (ETJ)</p>
<p>PRELIM CONDOMINIUM PLAN</p>
<p>BGE, INC. 7330 SAN PEDRO AVE, SUITE 202 SAN ANTONIO, TX 78216 TBPE Registration No. F-1046 TEL: 210.581.3600 www.bgeinc.com</p>





April 27, 2022

City of Manor Development Services

Notification for a Rezoning Application

Case Number: 2022-P-1434-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 14.55 acres, more or less, and being located at 13518 Old Hwy 20, Manor, TX. The request will be posted on the agenda as follows:

Public Hearing: Conduct a public hearing on a Rezoning Application for 14.55 acres, more or less, being Lot 1, Manor Villa Estates, and being located at 13518 Old Hwy 20, Manor, TX to Townhome (TH).

***Applicant:* BGE, Inc.**

***Owner:* Flintrock Office Suites, LLC**

The Planning and Zoning Commission will meet at 6:30PM on May 11, 2022 at 105 East Eggleston Street in the City Hall Council Chambers.

The City Council will meet at 7:00PM on May 18, 2022 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.

ROBIN CHRISTOPHER & LISA
12617 BELTEX RD
MANOR, TX 78653

MADDUX PATTY
1038 RED TOWN RD
ELGIN, TX 78621

ROBIN CHRISTOPHER & LISA
12617 BELTEX RD
MANOR, TX 78653

HLM INVESTMENTS
11111 ROJAS DR
EL PASO, TX 79935

THORPE JARED D & RACHELLE B
13420 INDIAN OAK BND
MANOR, TX 78653

HPA II TEXAS SUB 2020-1 LLC
120 S RIVERSIDE PLZ STE 200
CHICAGO, IL 60606

JOHNSON MELISSA M
13321 RING DR
MANOR, TX 78653

PEDERSEN KATHERINE L
13400 RING DR
MANOR, TX 78653

DIAZ JOSE E & VERONICA
13324 RING DR
MANOR, TX 78653

DEVINE KEITH & HEATHER MORGAN
13413 INDIAN OAK BEND
MANOR, TX 78653

CORONEL-MORALES CRISPIN M &
DALILA ROCHA-TORRES
13412 INDIAN OAK BND
MANOR, TX 78653

GUEVARA WILBER SIGFREDO V
13409 RING DR
MANOR, TX 78653

HARVEY CHRISTOPHER
13405 RING DRIVE
MANOR, TX 78653

PRIGMORE SHAY S & LYDIA M
13401 RING DR
MANOR, TX 78653

WISE JOSHUA
13325 RING DR
MANOR, TX 78653

ATAMBI AMSINI & BENEDICTA YEBOAAH
13404 RING DR
MANOR, TX 78653

DAY MATTHEW TAYLOR
13328 RING DR
MANOR, TX 78653

BRYANT WILLIAM JR
13417 INDIAN OAK BND
MANOR, TX 78653

RICE CODY LARUE
13329 RING DR
MANOR, TX 78653

RICHARDS JACOB DALE &
LAUREN ELISABETH RICHARDS
13408 RING DR
MANOR, TX 78653

PRICE DAVID
PO BOX 26523
AUSTIN, TX 78755

ROBINSON DEANA ELIZABETH &
NANCY LEE ROBINSON
13328 HIGH SIERRA ST
MANOR, TX 78653

GONZALES JOSE JR
13417 FOREST SAGE ST
MANOR, TX 78653

MWAMBA CHARLES &
ANGELA V MUKENDI
13333 HIGH SIERRA ST
MANOR, TX 78653

ARZU FRANCISCO
8605 COBBLESTONE
AUSTIN, TX 78735

SMITH JEROME L
13325 HIGH SIERRA ST
MANOR, TX 78653

SAULS DESHONÉ
13409 FOREST SAGE ST
MANOR, TX 78653

AMH 2015-2 BORROWER LLC
ATTN : PROPERTY TAX DEPT
23975 PARK SORRENTO STE 300
CALABASAS, CA 91302

CASTILLEJA DEANNA
13413 FOREST SAGE ST
MANOR, TX 78653

MCINTOSH CHANDRIKA VITHINIA
13405 FOREST SAGE ST
MANOR, TX 78653

WALKER KENNETH J
13420 FOREST SAGE ST
MANOR, TX 78653

WREN TANGLYN
13324 HIGH SIERRA ST
MANOR, TX 78653

MANZANARES JONATHAN PEREZ ETAL
13413 PINE NEEDLE ST
MANOR, TX 78653

TABOKHI SARI AL
13409 PINE NEEDLE ST
MANOR, TX 78653

MARSHALL BRIAN
13420 PINE NEEDLE ST
MANOR, TX 78653

DAMN GOOD LLC
510 S CONGRESS AVE STE 108
AUSTIN, TX 78704

GINBEY LOGAN
13425 PINE NEEDLE ST
MANOR, TX 78653

ALMANZA MANUEL CHIMAL &
NANCY FUENTES VASQUEZ
13405 PINE NEEDLE ST
MANOR, TX 78653

MALDONADO BENITO
13416 PINE NEEDLE ST
MANOR, TX 78653

MEZZETTI BRADLEY & KARI BANSE
13416 FOREST SAGE ST
MANOR, TX 78653

TOMBE PHILIP
13412 FOREST SAGE ST
MANOR, TX 78653

VIDOURIA JOSEPH
13408 FOREST SAGE ST
MANOR, TX 78653

JIMENEZ ANTHONY
13424 PINE NEEDLE ST
MANOR, TX 78653

VASQUEZ GUADALUPE T
13421 PINE NEEDLE ST
MANOR, TX 78653

SALEEM SHAHZAD
13417 PINE NEEDLE ST
MANOR, TX 78653

MYNAR MISTY
13436 HARRY S TRUMAN DR
MANOR, TX 78653

BAKER WILLIE
13408 PINE NEEDLE ST
MANOR, TX 78653

ZALARAM LLC
30 CHADWICK DR
DOVER, DE 19901

GINSEL FAMILY LTD
% STAN GINSEL
7111 CREIGHTON LN
AUSTIN, TX 78723

KOETHER CORA E LIFE ESTATE
908 CIRCLE LN
BEDFORD, TX 76022



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: July 6, 2022
PREPARED BY: Frank T. Phelan, P.E.
DEPARTMENT: City Engineer

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Statement of Work No. 16 to George Butler Associates, Inc. for the Cottonwood Creek Wastewater Treatment Plant, Phase II expansion.

BACKGROUND/SUMMARY:

The Cottonwood Creek Wastewater Treatment Plant facility provides wastewater treatment capacity within the Cottonwood Creek basin. The Phase I wastewater treatment plant project was substantially completed in June of 2022. Given the high rate of development in the area, the Phase II facility design, bidding and construction phases of work must commence as quickly as possible to ensure sufficient treatment capacity for ongoing planned development in the basin.

The proposed expansion will add an additional 200,000 gallons per day of treatment capacity to the existing first phase 200,000 gallon per day facility, to provide a total of 400,000 gallons per day of wastewater treatment capacity. The expanded plant will be able to serve approximately 2,000 single family homes. The developer of the Manor Heights project is responsible for providing project financing for the design and construction of the first two phases of the plant under an existing development agreement.

The project is financed by the Manor Heights developer under the development agreement.

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

- Statement of Work #16

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the City Council approve the Statement of Work #16 to the existing Master Services Agreement with George Butler Associates, Inc. for the Cottonwood Creek Wastewater Treatment Plant, Phase II expansion project in the amount of \$372,300.00.

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

EXHIBIT A

Statement of Work (SOW) No. 16

TO MASTER SERVICES AGREEMENT

Statement of Work No. 16 to the Master Services Agreement between the City of Manor, Texas, as CITY, and George Butler Associates, Inc., as ENGINEER, dated October 7, 2020.

Through this SOW, CITY hereby authorizes ENGINEER to undertake the work assignment described in the following, said assignment to be performed within the terms and conditions defined in said Master Services Agreement, except as modified herein.

ASSIGNMENT: Professional Engineering Services to provide preliminary engineering, final design, permitting, bidding and construction phase services for the Cottonwood Creek Phase II Wastewater Treatment Plant (CIP S-30). These improvements include the design of a 200,000 gallon per day wastewater treatment plant expansion, including on-site lift station improvements, splitter box, headworks, aeration trains, clarifier, chlorine contactor, tertiary filter, chemical feed systems, metering, aeration systems, air lift pumps, digesters, yard piping, and electrical and controls improvements.

SCOPE OF SERVICES:

TASK 1: PROJECT MANAGEMENT

Coordinate project goals and align CITY and ENGINEER expectations and purposes. Subtasks will include:

- SUBTASK 1: Kickoff Meeting
- SUBTASK 2: Schedule Maintenance
- SUBTASK 3: Progress Meetings
- SUBTASK 4: Invoices and Progress Reports
- SUBTASK 5: Principal Oversight

TASK 2: PRELIMINARY ENGINEERING

- SUBTASK 1: Collect all maps, drawings, and specifications available on the relevant portions of the project.
- SUBTASK 2: Define the project criteria in accordance with funding commitments and limits.
- SUBTASK 3: Review field investigations, surveying and mapping analysis to refine the quantitative limits of the project.
- SUBTASK 4: Identify alternative designs, methodologies, equipment and configurations for the proposed project.

SUBTASK 5: Complete preliminary design calculations and drawing for the construction of the facilities.

SUBTASK 6: Submit preliminary design to Owner for review and approval.

SUBTASK 7: Prepare preliminary opinion of probable cost for the anticipated quantities involved for identified alternatives.

TASK 3: CONSTRUCTION DOCUMENT PHASE

SUBTASK 1: Review field investigation, survey and other data for performance of detailed designs, as required.

SUBTASK 2: Prepare drawings for construction of the project.

SUBTASK 3: Prepare technical specifications for construction of the project.

SUBTASK 4: Prepare contract documents for construction of the project.

TASK 4: PERMITTING PHASE

SUBTASK 1: Prepare and submit application for TCEQ.

SUBTASK 2: Respond to reviewing entity comments.

SUBTASK 3: Finalize plans and documents accordingly with any necessary changes from regulating entities.

TASK 5: BIDDING PHASE

SUBTASK 1: Provide bidding documents to CITY and assist with bidding.

SUBTASK 2: Issue bid documents to potential bidders.

SUBTASK 3: Answer potential bidder inquiries and issue addenda, as necessary.

SUBTASK 4: Conduct pre-bid conference.

SUBTASK 5: Submit opinion of probable construction costs (OPCC) and attend bid opening.

SUBTASKS 6: Reviewing bids, develop bid tabulation, perform contractor qualifications verification and provide recommendation of award.

SUBTASK 7: Submit to CITY for review and approval to award.

SUBTASK 8: Provide contracts and execution of award.

TASK 6: CONSTRUCTION PHASE

SUBTASK 1: Review required bonding and insurance requirements and prepare notice to proceed.

SUBTASK 2: Conduct pre-construction conference and review contract requirements.

SUBTASK 3: Perform submittal review and approval in accordance with construction documents.

SUBTASK 4: Conduct periodic observations of construction progress and prepare record copies of inspections.

SUBTASK 5: Review field testing reports.

SUBTASK 6: Issue construction-related decisions to contractor on proceeding with alternative or unit price work items.

SUBTASK 7: Review contractor's pay requests for accurate progress representation and make recommendations to Owner for payment.

SUBTASK 8: Conduct a final inspection of all completed work and quantities, and issue recommendations for final payment.

SUBTASK 9: Issue a certificate of substantial construction compliance and closeout documents.

SUBTASK 10: Prepare record construction drawings to reflect any adjustments.

ADDITIONAL SERVICES:

Services specifically excluded under this Agreement include:

1. Easement acquisition services.
2. Re-designs after first approval or due to changes in regulatory criteria or Owner options.
3. Topographic or boundary surveys or survey corrections, easement surveys and field notes/descriptions.
4. Design or survey services for other improvements, conveyances, or utilities other than listed.
5. Permitting not specifically listed, payment of review fees, filing fees, permit fees, advertising fees, service commitment charges, aid to construction or other similar charges.
6. Inspection or testing services.
7. SWPPP or TPDES permits.
8. Permitting Support.
9. Construction phase services not specifically listed.
10. Any designs or reports not specifically listed.
11. Additional meetings and site visits not specifically listed.
12. Any other service not specifically listed.

COMPENSATION:


TASK 1. FEE:	\$13,600
TASK 2. FEE:	\$39,800
TASK 3. FEE:	\$259,800
TASK 4. FEE:	\$7,400
TASK 5. FEE:	\$13,900
TASK 6. FEE:	\$37,800

TOTAL: \$372,300

CITY OF MANOR, TEXAS

GEORGE BUTLER ASSOCIATES, INC.

By: _____


By: _____

Date: _____

Date: 6/22/2022



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: July 6, 2022
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a request for outdoor athletic field lighting for the Manor ISD Senior High School Athletic Field Complex at 14832 N. FM 973.

Applicant: Claycomb Associates, Architects, Inc.
Owner: Manor Independent School District

BACKGROUND/SUMMARY:

Sec. 15.05.008(k) requires all outdoor athletic field lighting to be approved by the City Council:

(k) Lighting, in all cases, for all outdoor athletic fields, courts, tracks or ranges shall be considered class 1. Lighting allowed in this subsection shall be subject to approval of the city council. When the proposed lumens per acre exceeds the limits of subsection (j) of this section, the installation shall be designed to achieve no greater than the minimum luminance levels for the activity as recommended by the Illuminating Engineering Society of North America (IESNA). The installation shall also limit off-site spill (off the parcel containing the sports facility) to a maximum of 0.5 fc at any location on any nonresidential property, and 0.05 fc at any location on any residential property, as measurable from any orientation of the measuring device. Every such lighting system design shall be certified by a state-registered engineer as conforming to all applicable restrictions of this article. All events shall be scheduled so as to complete all activity by 10:00 p.m. Illumination of the playing field, court, track or range shall be permitted after 10:00 p.m. only to conclude a scheduled event that was unable to conclude before 10:00 p.m. due to unusual circumstances. Fully shielded lighting shall be required for fields designed for amateur, recreational or nonprofessional sports activity.

The design limits off-site light spill to 0.05, was designed by an engineer, and the fixtures are fully shielded.

LEGAL REVIEW:

FISCAL IMPACT:

PRESENTATION: No

ATTACHMENTS: Yes

- Letter of intent
- Photometric
- Light fixtures

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council approve a request for outdoor athletic field lighting for the Manor ISD Athletic Field Complex at 14832 N. FM 973.

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



June 8, 2022

City of Manor
105 E Eggleston St
Manor, TX 78653
512.272.5555

Re: Manor ISD Sr. High Athletic Complex

Dear Mr. Dunlop,

On behalf of Manor Independent School District, we would like to request from the City of Manor approval for the field lights of the new Manor Senior High School Athletic Complex that includes lighting for baseball, softball, and tennis.

In addition to meeting the requirements outlined in Sec.15.05.008 Lighting Requirements, please reference attached photometric plan, and attached manufacturer's cut sheets that includes information on the light shields.

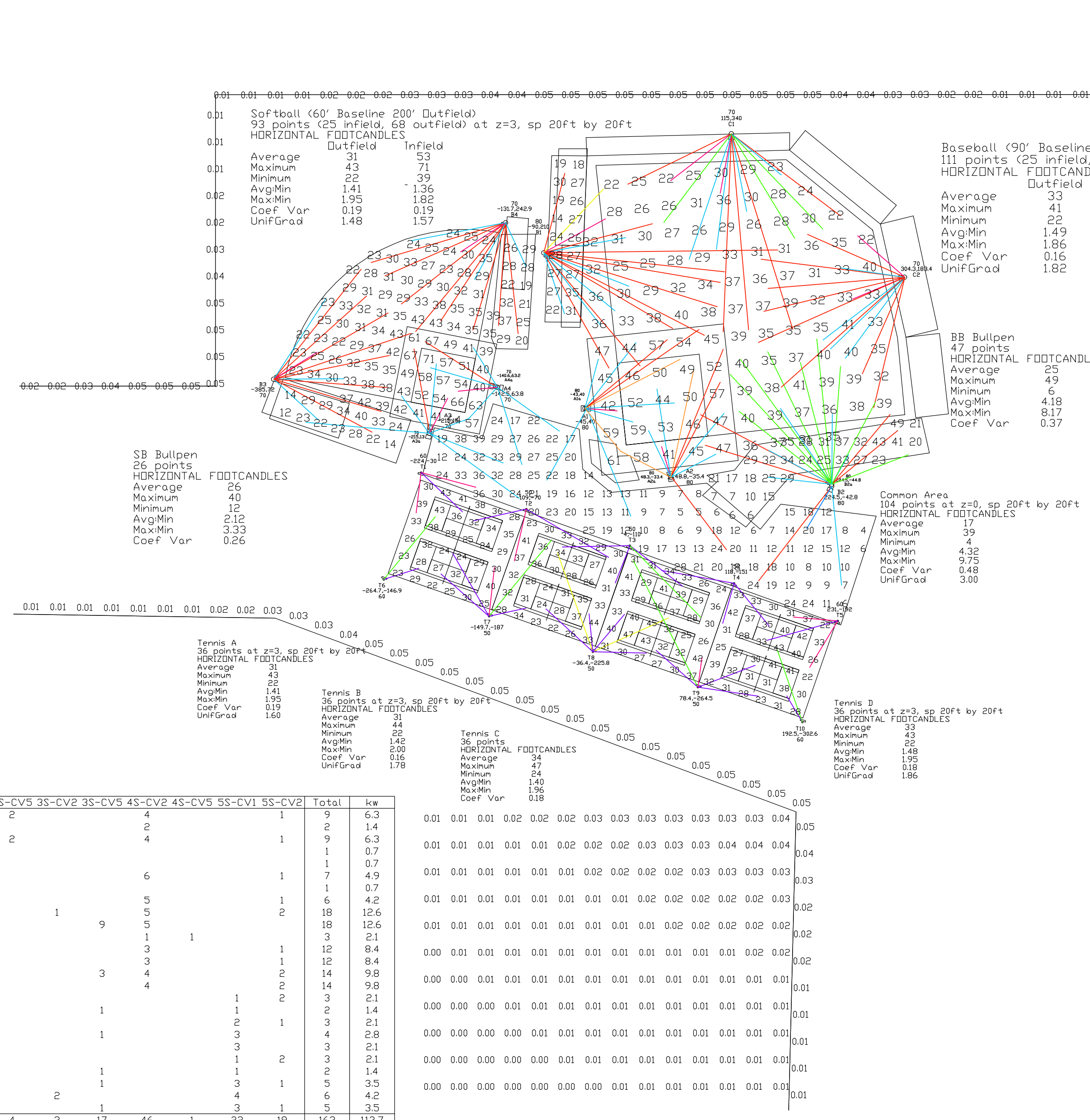
Thank you for your consideration, and please reach out to me with any questions or comments.

Best regards,

A handwritten signature in black ink, appearing to read 'Cody Holt'. The signature is fluid and cursive, with the first name 'Cody' and last name 'Holt' clearly distinguishable.

Cody Holt
Claycomb Associates, Architects, Inc.

CC: Ryan Marcum, Director of Bonds and Construction – MISD



Pole	x-loc	y-loc	height	1S-CV5	2S-CV5	3S-CV2	3S-CV5	4S-CV2	4S-CV5	5S-CV1	5S-CV2	Total	kw	
A1	-45	40	80ft	2	2			4			1	9	6.3	
A1a	-43	40	80ft					2				2	1.4	
A2	48.8	-35.4	80ft	2	2			4			1	9	6.3	
A2a	48.3	-33.4	80ft					1				1	0.7	
A3	-214.9	15	70ft	1								1	0.7	
A3a	-215	12	70ft					6			1	7	4.9	
A4	-142.5	63.9	70ft	1								1	0.7	
A4a	-140.6	63.2	70ft					5			1	6	4.2	
B1	-90	210	80ft	10		1		5			2	18	12.6	
B2	224.5	-42.8	80ft	4			9	5				18	12.6	
B2a	224.5	-44.8	80ft	1				1	1			3	2.1	
B3	-385	72	70ft	9				3			1	12	8.4	
B4	-131.7	242.9	70ft	8				3			1	12	8.4	
C1	115	340	70ft	5			3	4			2	14	9.8	
C2	304.3	183.4	70ft	8				4			2	14	9.8	
T1	-224	-30	60ft							1	2	3	2.1	
T10	192.5	-302.6	60ft			1					1	2	1.4	
T2	-109	-70	50ft							2	1	3	2.1	
T3	4	-110	50ft			1					3	4	2.8	
T4	118	-151	50ft							3	3	3	2.1	
T5	231	-192	60ft							1	2	3	2.1	
T6	-264.7	-146.9	60ft							1	2	3	2.1	
T7	-149.7	-187	50ft							3	1	5	3.5	
T8	-36.4	-225.8	50ft			2					4	6	4.2	
T9	78.4	-264.5	50ft				1				3	1	5	3.5
Total				51	4	3	17	46	1	22	19	163	113.7	

Property Line
248 points
HORIZONTAL FOOTCANDLES
Average 0.02
Maximum 0.05
Minimum 0.00
AvgMin N/A
MaxMin N/A
Coef Var 0.99

Baseball (90' Baseline 315'/360'/315')
111 points (25 infield, 86 outfield) at z=3, sp 30ft by 30ft
HORIZONTAL FOOTCANDLES
Average 33
Maximum 50
Minimum 22
AvgMin 1.49
MaxMin 1.86
Coef Var 0.16
UnifGrad 1.82

SB Bullpen
26 points
HORIZONTAL FOOTCANDLES
Average 26
Maximum 40
Minimum 12
AvgMin 2.12
MaxMin 3.33
Coef Var 0.26

Common Area
104 points at z=0, sp 20ft by 20ft
HORIZONTAL FOOTCANDLES
Average 17
Maximum 29
Minimum 4
AvgMin 4.32
MaxMin 9.75
Coef Var 0.48
UnifGrad 3.00

4S-CV5
COOPER LIGHTING SOLUTIONS - EPHEBUS EPH-LS-08-0640L-57-70-4S-CV5
Initial Lumens per lamp = -1
Light Loss Factor = 0.950
Watts per luminaire = 697
Candela file name: EPH-LS-08-0640L-57-70-4S-CV5.ies
Number luminaires used = 1
kw these luminaires = 0.7

5S-CV2
COOPER LIGHTING SOLUTIONS - EPHEBUS EPH-LS-08-0640L-57-70-5S-CV2
Initial Lumens per lamp = -1
Light Loss Factor = 0.950
Watts per luminaire = 697
Candela file name: EPH-LS-08-0640L-57-70-5S-CV2.ies
Number luminaires used = 19
kw these luminaires = 13.2

5S-CV1
COOPER LIGHTING SOLUTIONS - EPHEBUS EPH-LS-08-0640L-57-70-5S-CV1
Initial Lumens per lamp = -1
Light Loss Factor = 0.950
Watts per luminaire = 697
Candela file name: EPH-LS-08-0640L-57-70-5S-CV1.ies
Number luminaires used = 22
kw these luminaires = 15.3

4S-CV2
COOPER LIGHTING SOLUTIONS - EPHEBUS EPH-LS-08-0640L-57-70-4S-CV2
Initial Lumens per lamp = -1
Light Loss Factor = 0.950
Watts per luminaire = 697
Candela file name: EPH-LS-08-0640L-57-70-4S-CV2.ies
Number luminaires used = 46
kw these luminaires = 32.1

3S-CV5
COOPER LIGHTING SOLUTIONS - EPHEBUS EPH-LS-08-0640L-57-70-3S-CV5
Initial Lumens per lamp = -1
Light Loss Factor = 0.950
Watts per luminaire = 697
Candela file name: EPH-LS-08-0640L-57-70-3S-CV5.ies
Number luminaires used = 17
kw these luminaires = 11.8

3S-CV2
COOPER LIGHTING SOLUTIONS - EPHEBUS EPH-LS-08-0640L-57-70-3S-CV2
Initial Lumens per lamp = -1
Light Loss Factor = 0.950
Watts per luminaire = 697
Candela file name: EPH-LS-08-0640L-57-70-3S-CV2.ies
Number luminaires used = 3
kw these luminaires = 2.1

2S-CV5
COOPER LIGHTING SOLUTIONS - EPHEBUS EPH-LS-08-0640L-57-70-2S-CV5
Initial Lumens per lamp = -1
Light Loss Factor = 0.950
Watts per luminaire = 683
Candela file name: EPH-LS-08-0640L-57-70-2S-CV5.ies
Number luminaires used = 4
kw these luminaires = 2.7

1S-CV5
COOPER LIGHTING SOLUTIONS - EPHEBUS EPH-LS-08-0640L-57-70-1S-CV5
Initial Lumens per lamp = -1
Light Loss Factor = 0.950
Watts per luminaire = 700
Candela file name: EPH-LS-08-0640L-57-70-1S-CV5.ies
Number luminaires used = 51
kw these luminaires = 35.7

DESCRIPTION
DATE
MARK

FINCHER
ENGINEERING, LLC
FINCHER ENGINEERING, LLC
TX FIRM #F-16408
5621 114TH ST. SUITE 100
LUBBOCK, TX 79424
PH: 806-701-5109
WWW.FINCHERENG.COM

KRIS STEPP
93736
LICENSED PROFESSIONAL ENGINEER
6-14-2022

PROJECT NAME:
MANOR ATHLETIC COMPLEX
SITE LIGHTING PHOTOMETRICS



PROJECT NO.
SHEET TITLE
SITE SPORTS LIGHTING PHOTOMETRICS
DATE OF ISSUE
JUNE 14 2022
SHEET NO.
SLP1

SLP1.01 SITE PLAN - SITE SPORTS LIGHTING PHOTOMETRICS
NOT TO SCALE

Project		Catalog #		Type	
Prepared by		Notes		Date	



Ephesus

LUMASPORT 8

White LED Sports & Entertainment Luminaire

Typical Applications

Pro Arenas • University & Collegiate Arenas • University & Collegiate Stadiums • Multi-Event & Convention Centers • Gymnasiums & Field Houses

Interactive Menu

- Dimensional Details [page 1](#)
- Ordering Information [page 2](#)
- Dimensional and Mounting Details [page 3](#)
- Visor (VHE) Configuration [page 4](#)
- Performance Data [page 5](#)
- Optical Performance Data [page 6](#)
- Ordering Information for Accessories [page 8](#)
- Accessory Dimensions and Part Details [page 9](#)
- Example System Topology [page 12](#)

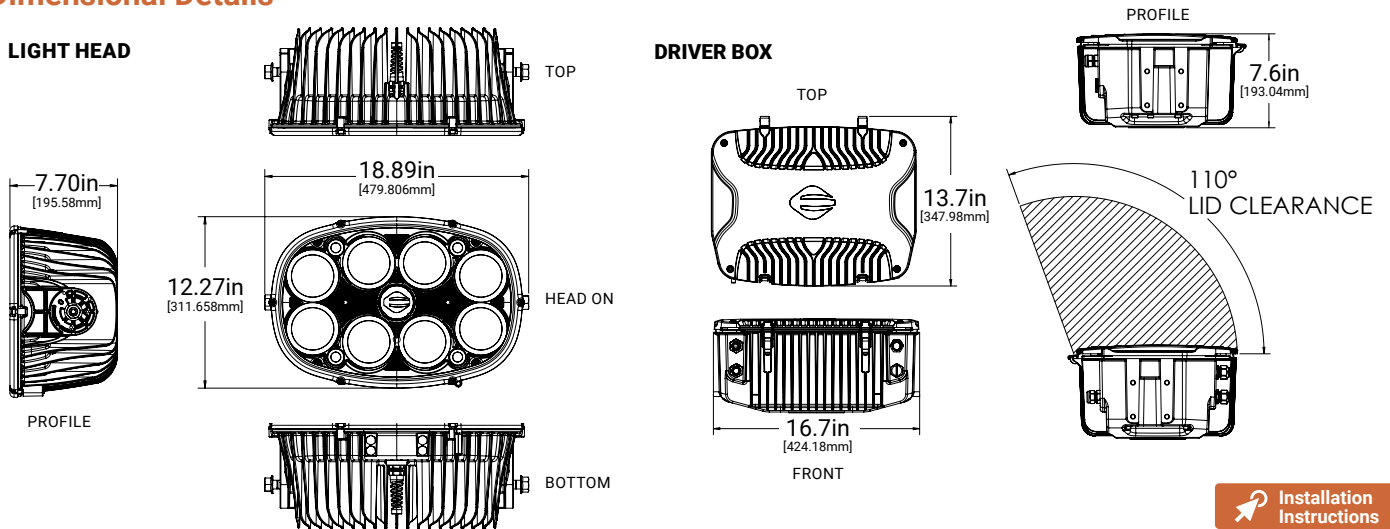
Product Certification



Top Product Features

- 55,000 or 90,000 lumen output options
- Glare and cutoff control via Hybrid Reflector and TIR Optical System
- Reduce install time with pre-aimable two-piece assembly
- Virtually eliminate maintenance with power redundancy
- Industry leading light source reliability with Chip-on-Board LEDs
- Greater than 92% lumen maintenance at 55,000 hours
- Wireless AirMesh, Wired DMX or sACN controls options to suit your needs
- Impact Resistant Glass option protects from vandalization and prevents down time in the event of impact to the glass.
- Options to meet Trade Agreements Act requirements

Dimensional Details



[Installation Instructions](#)

Order Information

NOTE: A complete fixture order requires a selection entry for **Brand, Family, Model, Power Configuration, Color, CCT, CRI, Optic, Light Head Cable (DC), Voltage, Control, Mount Configuration, Power Cable (AC), Options, Packaging, & International Option.**

SAMPLE ORDER NUMBER: EPH-LS-08-0320L-BLK-40-70-1S-C04-HV-LB-LY-A00-HEG-BP-ST

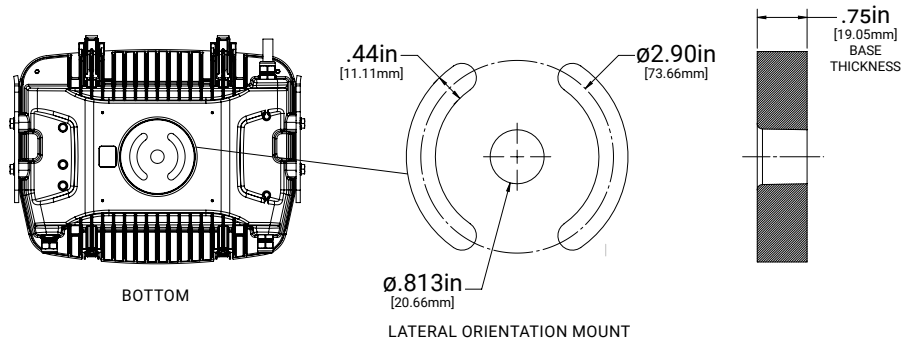
Brand	Family	Model	Power Configuration	Color	CCT	CRI	Optic	Light Head Cable (DC)
EPH = Ephesus, Standard TAA=Trade Agreements Act ¹	LS = Lumasport	08 = 8 Optics	0320L = 320W Local Power ² 0640L = 640W Local Power ²	BLK = Black WHT = White	40 = 4000K 50 = 5000K 57 = 5700K	70 = 70 CRI 80 = 80 CRI	1S = NEMA 3 17.5 33.3 2S = NEMA 3 21.9 40.2 3S = NEMA 3 25.4 45.7 4S = NEMA 4 36.0 64.4 5S = NEMA 5 46.6 82.6 7F ³ = NEMA 7 72.5 131.0	C04 = 4ft Cable, Standard C10 ⁷ = 10ft Cable, Catwalk Bracket
Notes: (1) Only product configurations with this designated prefix are built to be compliant with the Trade Agreements Act of 1979 (TAA). Please refer to DOMESTIC PREFERENCES website for more information. Components shipped separately may be separately analyzed under domestic preference requirements.			Notes: (2) Local Power means that the light head is attached to the driver box with the yoke or pendant mount.	Notes: (3) Not coastal rated. Contact Ephesus for coastal fixture options.			Notes: (4) Optic = NEMA TYPE; BEAM ANGLE; FIELD ANGLE. Additional optical performance data within spec sheet. (5) 7F = NEMA 7 Optic only available with 0320L = 320W Local Power configuration.	Notes: (6) DC Cable connecting the light head to the driver box. (7) C10 = 10ft Cable is intended to be used with the Ephesus Catwalk Bracket

Voltage	Control	Mount Configuration	Power Cable (AC)	Options	Packaging	International Option
LV = Low Voltage HV = High Voltage	NC = No Control AM = Wireless AirMesh LB = Wired DMX	LY = Local Yoke LP = Local Pendant	A00 = No Cable, Standard A04 = 4ft Cable A10 = 10ft Cable A15 = 15ft Cable	HEG = No Visor High Efficiency Glass Lens VHE = Visor High Efficiency Glass Lens IRG = No Visor Impact Resistant Glass Lens VIR = Visor Impact Resistant Glass Lens CV1 = 1 Louver Cutoff Visor CV2 = 2 Louver Cutoff Visor CV5 = 5 Louver Cutoff Visor	BP = Bulk Pack	ST = Standard
			Notes: (8) AC Cable connecting the Driver Box to the electrical power source.	Notes: (9) Accessories sold separately will be separately analyzed under domestic preference requirements. Consult factory for further information.		

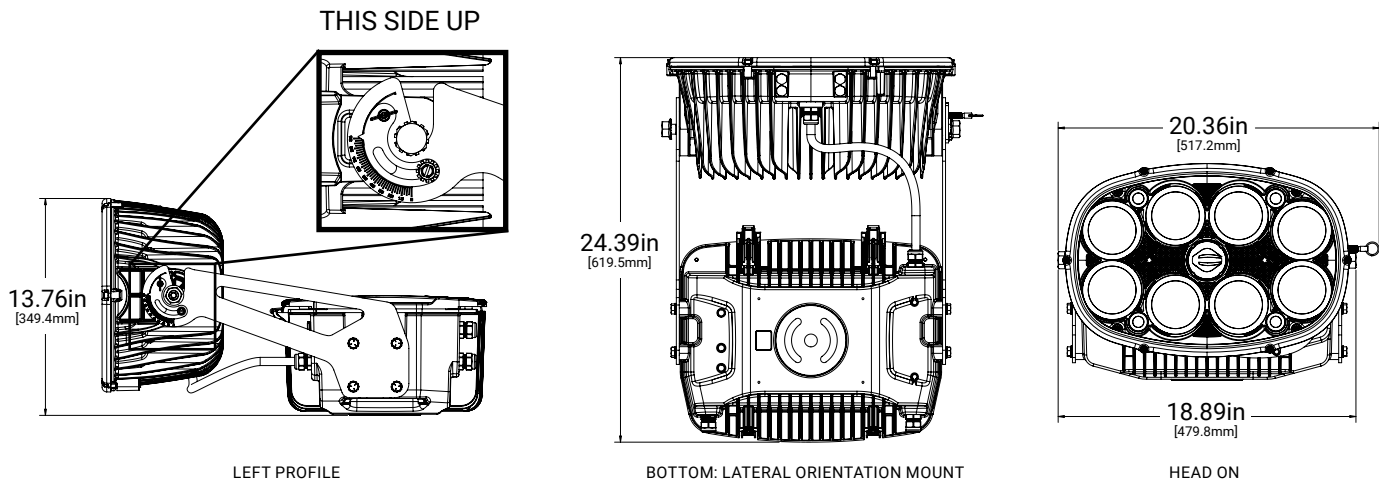
DesignLights Consortium® Qualified. Refer to www.designlights.org Qualified Products List under Family Models for details

Dimensional and Mounting Details

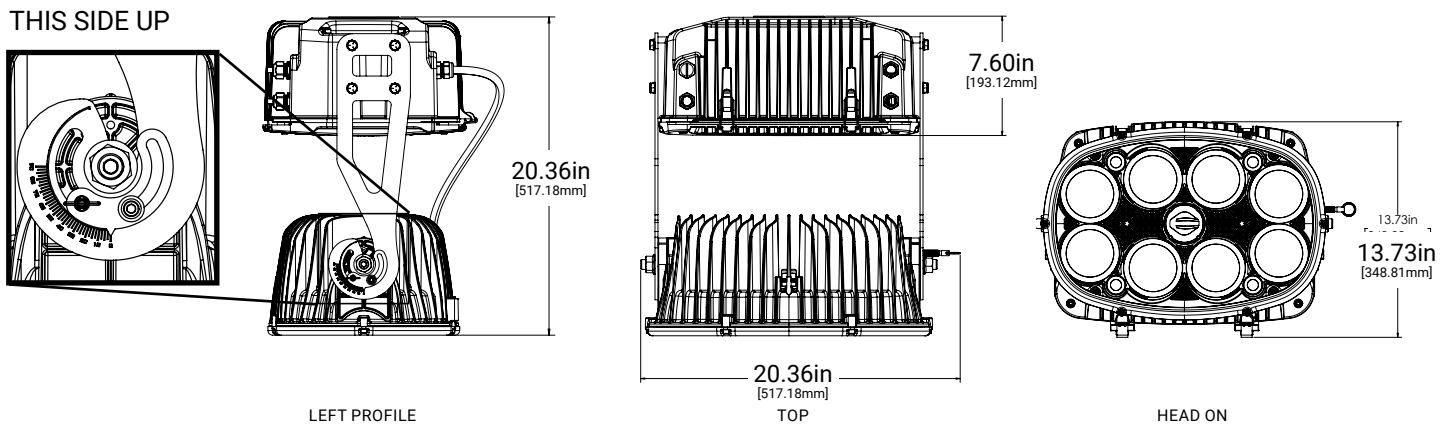
MOUNTING: DRIVER BOX



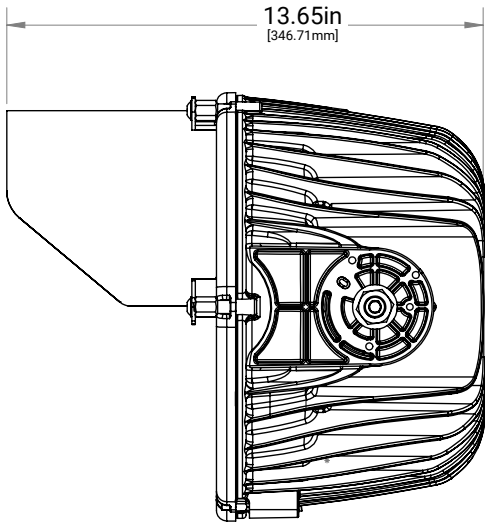
MOUNTING CONFIGURATION: LOCAL YOKE



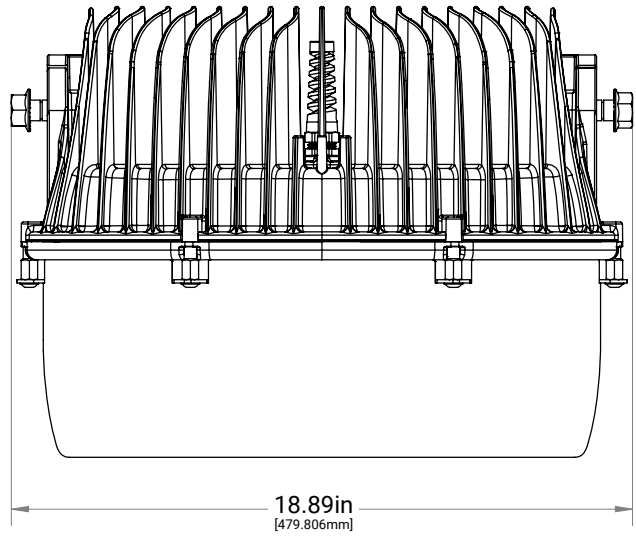
MOUNTING CONFIGURATION: LOCAL PENDANT



VHE & VIR Visor Option Dimensional Details



LEFT PROFILE: VISOR

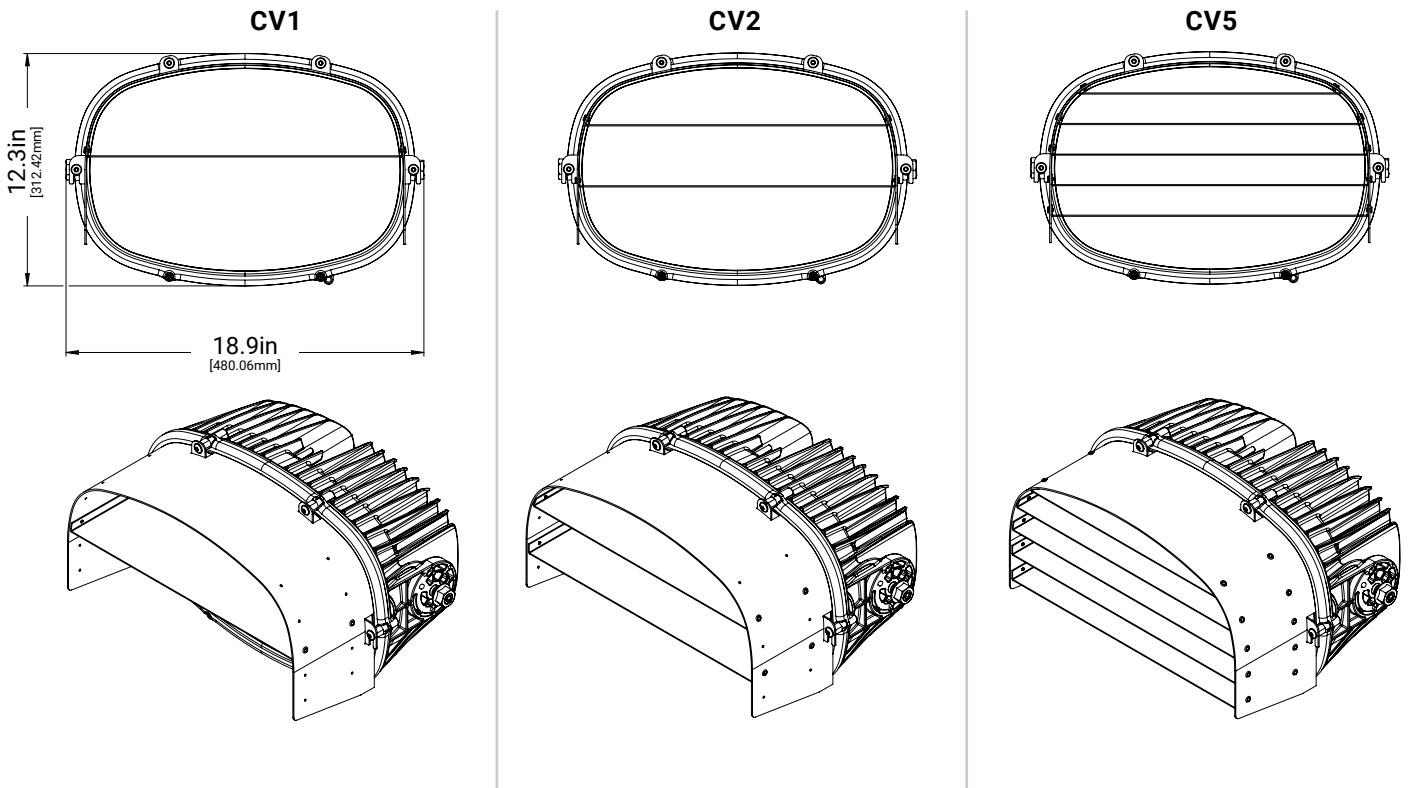


TOP: VISOR

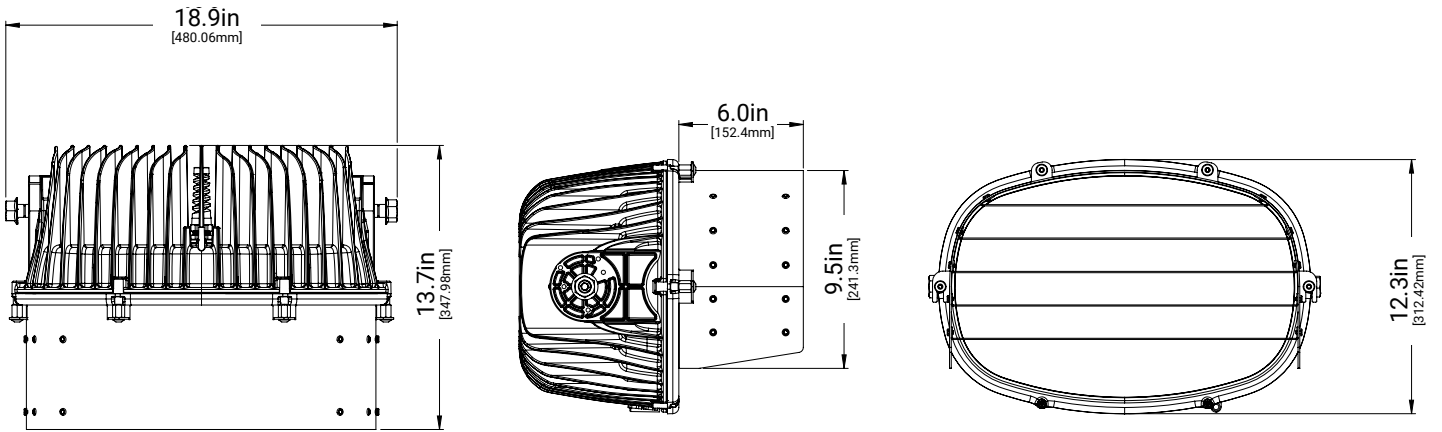
NOTES:

The addition of a visor adds 1lb of material to the luminaire weight.

CV1, CV2, CV5 Cutoff Visor Options



CV1, CV2, CV5 Cutoff Visor Option Dimensional Details



Performance Data¹

	LUMASPORT 8 (320W)	LUMASPORT 8 (640W)
Lumen Output Range ²	48,303 - 55,419lm	80,572 - 92,929lm
Nominal Power ³	340W	680W
Input Voltage (Low Voltage)	120-277VAC	120-277VAC
Input Voltage (High Voltage)	347-480VAC	347-480VAC
Efficacy Range ²	140.4 - 163.5 lm/W	117.5 - 139.3 lm/W
CRI ⁴	70, 80	70, 80
TLCI ⁵	75	75
CCT Range	4000K, 5000K, 5700K	4000K, 5000K, 5700K
Distribution (NEMA)	3-5, 7	3-5
Dimming Range	DIM TO OFF, 10%-100%	DIM TO OFF, 10%-100%
Operating Temperature Range	-40°C to +40°C	-40°C to +40°C
Usage	INDOOR, OUTDOOR ⁶	INDOOR, OUTDOOR ⁶
Mounting Options (3G RATED)	LOCAL YOKE; LOCAL PENDANT	LOCAL YOKE; LOCAL PENDANT
Electrical Certifications	FCC, UL8750, UL1598, DLC Standard (NANQSV)	FCC, UL8750, UL1598, DLC Standard (NANQSV)
Environmental Certifications	IP66, NEMA4X ⁷	IP66, NEMA4X ⁷
Vibration	ANSI C136.31-2010 3G ⁸	ANSI C136.31-2010 3G ⁸
Surge	10kV	10kV
Effective Projected Area (EPA)	1.8 (sq. ft.)	1.8 (sq. ft.)
Effective Projected Area (EPA) with Visor (VHE, CV1, CV2, CV5) ⁹	1.8 - 2.5 (sq. ft.)	1.8 - 2.5 (sq. ft.)
Approximate Weight ¹⁰	67.5 LBS	71.5 LBS
Approximate Weight with Visor (VHE, CV1, CV2, CV5) ¹⁰	71.5 LBS	75.5 LBS

NOTES:

- (1) Specifications are subject to change without notice.
- (2) Refer to Optical Performance Data.
- (3) Values are +/- 4% when fixture is operated at 25°C ambient
- (4) Values are +/- 2%
- (5) Values are +/- 3 points.
- (6) When driver box is mounted in upright position.
- (7) Light head meets NEMA4X Certification
- (8) LumaSport 8 with Visors (VHE, CV1, CV2, CV5) qualifies for ANSI C136, 31-2010 1.5G
- (9) EPA may vary depending on the aiming angle of the fixture.
- (10) Weight may vary depending on mounting bracket, VHE Visor option, light head and driver box selection.

Electrical Performance Data

Product	Input Voltage Range (VAC)	Nominal Input Power (W)	Input Current (A)	Power Factor (>60% Load)	THD (>60% Load)	Inrush (A2s)	Inrush period (ms)	Peak Inrush (A)
LS-8-320	120-277	340 (365 Max)	1.3 - 3.0 (4.0 Max)	> 0.9	< 20%	1.9	3.52	150
	347-480	340 (365 Max)	0.7 - 1.0 (1.5 Max)	> 0.9	< 20%	3.87	1.77	70
LS-8-640	120-277	680 (740 Max)	2.5 - 5.9 (8.0 Max)	> 0.9	< 20%	3.8	3.52	300
	347-480	680 (740 Max)	1.5 - 2.0 (3.0 Max)	> 0.9	< 20%	7.74	1.77	140

Optical Performance Data (HEG Configuration Option)

LUMASPORT 8 (320W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	53987	346	156.0	17.5	33.3
			5000K	54903	346	158.7	17.5	33.3
			5700K	53943	346	155.9	17.5	33.3
		80	4000K	50877	346	147.0	17.5	33.3
			5000K	51822	346	149.8	17.5	33.3
			5700K	50916	346	147.2	17.5	33.3
2S	NEMA 3	70	4000K	54494	339	160.7	21.9	40.2
			5000K	55419	339	163.5	21.9	40.2
			5700K	54450	339	160.6	21.9	40.2
		80	4000K	51346	339	151.5	21.9	40.2
			5000K	52308	339	154.3	21.9	40.2
			5700K	51400	339	151.6	21.9	40.2
3S	NEMA 3	70	4000K	53275	344	154.9	25.4	45.7
			5000K	54179	344	157.5	25.4	45.7
			5700K	53232	344	154.7	25.4	45.7
		80	4000K	50200	344	145.9	25.4	45.7
			5000K	51137	344	148.7	25.4	45.7
			5700K	50209	344	146.0	25.4	45.7
4S	NEMA 4	70	4000K	53419	344	155.3	36.0	64.4
			5000K	54325	344	157.9	36.0	64.4
			5700K	53375	344	155.2	36.0	64.4
		80	4000K	50335	344	146.3	36.0	64.4
			5000K	51275	344	149.1	36.0	64.4
			5700K	50344	344	146.3	36.0	64.4
5S	NEMA 5	70	4000K	54338	344	158.0	46.6	82.6
			5000K	55260	344	160.6	46.6	82.6
			5700K	54294	344	157.8	46.6	82.6
		80	4000K	51202	344	148.8	46.6	82.6
			5000K	52158	344	151.6	46.6	82.6
			5700K	51211	344	148.9	46.6	82.6
7F	NEMA 7	70	4000K	51262	344	149.0	72.5	131.0
			5000K	52132	344	151.5	72.5	131.0
			5700K	51220	344	148.9	72.5	131.0
		80	4000K	48303	344	140.4	72.5	131.0
			5000K	49205	344	143.0	72.5	131.0
			5700K	48312	344	140.4	72.5	131.0

LUMASPORT 8 (640W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	85498	686	124.6	17.5	33.3
			5000K	88248	686	128.6	17.5	33.3
			5700K	86402	686	126.0	17.5	33.3
		80	4000K	80572	686	117.5	17.5	33.3
			5000K	83295	686	121.4	17.5	33.3
			5700K	81554	686	118.9	17.5	33.3
2S	NEMA 3	70	4000K	90033	667	135.0	21.9	40.2
			5000K	92929	667	139.3	21.9	40.2
			5700K	90985	667	136.4	21.9	40.2
		80	4000K	84832	667	127.2	21.9	40.2
			5000K	87713	667	131.5	21.9	40.2
			5700K	85888	667	128.8	21.9	40.2
3S	NEMA 3	70	4000K	88702	681	130.3	25.4	45.7
			5000K	91555	681	134.4	25.4	45.7
			5700K	89640	681	131.6	25.4	45.7
		80	4000K	83582	681	122.7	25.4	45.7
			5000K	86415	681	126.9	25.4	45.7
			5700K	84550	681	124.2	25.4	45.7
4S	NEMA 4	70	4000K	88659	681	130.2	36.0	64.4
			5000K	91510	681	134.4	36.0	64.4
			5700K	89596	681	131.6	36.0	64.4
		80	4000K	83541	681	122.7	36.0	64.4
			5000K	86372	681	126.8	36.0	64.4
			5700K	84508	681	124.1	36.0	64.4
5S	NEMA 5	70	4000K	89953	681	132.1	46.6	82.6
			5000K	92846	681	136.3	46.6	82.6
			5700K	90904	681	133.5	46.6	82.6
		80	4000K	84761	681	124.5	46.6	82.6
			5000K	87633	681	128.7	46.6	82.6
			5700K	85742	681	125.9	46.6	82.6

Optical Performance Data (VHE Visor Configuration Option)

LUMASPORT 8 (320W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	50557	346	146.1	18.3	33.0
			5000K	51415	346	148.6	18.3	33.0
			5700K	50516	346	146.0	18.3	33.0
		80	4000K	47645	346	137.7	18.3	33.0
			5000K	48530	346	140.3	18.3	33.0
			5700K	47681	346	137.8	18.3	33.0
2S	NEMA 3	70	4000K	51545	339	152.1	22.5	38.8
			5000K	52420	339	154.6	22.5	38.8
			5700K	51504	339	151.9	22.5	38.8
		80	4000K	48568	339	143.3	22.5	38.8
			5000K	49478	339	146.0	22.5	38.8
			5700K	48619	339	143.4	22.5	38.8
3S	NEMA 3	70	4000K	50127	344	145.7	25.7	44.3
			5000K	50977	344	148.2	25.7	44.3
			5700K	50086	344	145.6	25.7	44.3
		80	4000K	47234	344	137.3	25.7	44.3
			5000K	48115	344	139.9	25.7	44.3
			5700K	47242	344	137.3	25.7	44.3
4S	NEMA 4	70	4000K	50235	344	146.0	35.1	63.7
			5000K	51087	344	148.5	35.1	63.7
			5700K	50193	344	145.9	35.1	63.7
		80	4000K	47334	344	137.6	35.1	63.7
			5000K	48218	344	140.2	35.1	63.7
			5700K	47343	344	137.6	35.1	63.7
5S	NEMA 5	70	4000K	49723	344	144.5	44.5	80.5
			5000K	50567	344	147.0	44.5	80.5
			5700K	49683	344	144.4	44.5	80.5
		80	4000K	46854	344	136.2	44.5	80.5
			5000K	47728	344	138.7	44.5	80.5
			5700K	46862	344	136.2	44.5	80.5
7F	NEMA 7	70	4000K	43036	344	125.1	66.7	121.6
			5000K	43767	344	127.2	66.7	121.6
			5700K	43001	344	125.0	66.7	121.6
		80	4000K	40552	344	117.9	66.7	121.6
			5000K	41309	344	120.1	66.7	121.6
			5700K	40560	344	117.9	66.7	121.6

LUMASPORT 8 (640W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	80066	686	116.7	18.3	33.0
			5000K	82642	686	120.5	18.3	33.0
			5700K	80913	686	117.9	18.3	33.0
		80	4000K	75453	686	110.0	18.3	33.0
			5000K	78003	686	113.7	18.3	33.0
			5700K	76373	686	111.3	18.3	33.0
2S	NEMA 3	70	4000K	85162	667	127.7	22.5	38.8
			5000K	87901	667	131.8	22.5	38.8
			5700K	86062	667	129.0	22.5	38.8
		80	4000K	80242	667	120.3	22.5	38.8
			5000K	82967	667	124.4	22.5	38.8
			5700K	81241	667	121.8	22.5	38.8
3S	NEMA 3	70	4000K	83460	681	122.6	25.7	44.3
			5000K	86145	681	126.5	25.7	44.3
			5700K	84343	681	123.9	25.7	44.3
		80	4000K	78643	681	115.5	25.7	44.3
			5000K	81309	681	119.4	25.7	44.3
			5700K	79554	681	116.8	25.7	44.3
4S	NEMA 4	70	4000K	83374	681	122.4	35.1	63.7
			5000K	86055	681	126.4	35.1	63.7
			5700K	84255	681	123.7	35.1	63.7
		80	4000K	78561	681	115.4	35.1	63.7
			5000K	81223	681	119.3	35.1	63.7
			5700K	79470	681	116.7	35.1	63.7
5S	NEMA 5	70	4000K	82314	681	120.9	44.5	80.5
			5000K	84961	681	124.8	44.5	80.5
			5700K	83184	681	122.1	44.5	80.5
		80	4000K	77563	681	113.9	44.5	80.5
			5000K	80191	681	117.8	44.5	80.5
			5700K	78460	681	115.2	44.5	80.5

Optical Performance Data (IRG Configuration Option)

LUMASPORT 8 (320W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	49815	346	144.0	17.5	33.3
			5000K	50660	346	146.4	17.5	33.3
			5700K	49774	346	143.9	17.5	33.3
		80	4000K	46945	346	135.7	17.5	33.3
			5000K	47817	346	138.2	17.5	33.3
			5700K	46981	346	135.8	17.5	33.3
2S	NEMA 3	70	4000K	50283	339	148.3	21.9	40.2
			5000K	51136	339	150.8	21.9	40.2
			5700K	50242	339	148.2	21.9	40.2
		80	4000K	47378	339	139.8	21.9	40.2
			5000K	48266	339	142.4	21.9	40.2
			5700K	47428	339	139.9	21.9	40.2
3S	NEMA 3	70	4000K	49158	344	142.9	25.4	45.7
			5000K	49992	344	145.3	25.4	45.7
			5700K	49118	344	142.8	25.4	45.7
		80	4000K	46321	344	134.7	25.4	45.7
			5000K	47185	344	137.2	25.4	45.7
			5700K	46329	344	134.7	25.4	45.7
4S	NEMA 4	70	4000K	49291	344	143.3	36.0	64.4
			5000K	50127	344	145.7	36.0	64.4
			5700K	49250	344	143.2	36.0	64.4
		80	4000K	46445	344	135.0	36.0	64.4
			5000K	47313	344	137.5	36.0	64.4
			5700K	46454	344	135.0	36.0	64.4
5S	NEMA 5	70	4000K	50139	344	145.8	46.6	82.6
			5000K	50990	344	148.2	46.6	82.6
			5700K	50098	344	145.6	46.6	82.6
		80	4000K	47245	344	137.3	46.6	82.6
			5000K	48127	344	139.9	46.6	82.6
			5700K	47254	344	137.4	46.6	82.6
7F	NEMA 7	70	4000K	47301	344	137.5	72.5	131.0
			5000K	48103	344	139.8	72.5	131.0
			5700K	47262	344	137.4	72.5	131.0
		80	4000K	44570	344	129.6	72.5	131.0
			5000K	45403	344	132.0	72.5	131.0
			5700K	44579	344	129.6	72.5	131.0

LUMASPORT 8 (640W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	78891	686	115.0	17.5	33.3
			5000K	81428	686	118.7	17.5	33.3
			5700K	79725	686	116.2	17.5	33.3
		80	4000K	74346	686	108.4	17.5	33.3
			5000K	76858	686	112.0	17.5	33.3
			5700K	75252	686	109.7	17.5	33.3
2S	NEMA 3	70	4000K	83075	667	124.6	21.9	40.2
			5000K	85748	667	128.6	21.9	40.2
			5700K	83954	667	125.9	21.9	40.2
		80	4000K	78276	667	117.4	21.9	40.2
			5000K	80935	667	121.3	21.9	40.2
			5700K	79251	667	118.8	21.9	40.2
3S	NEMA 3	70	4000K	81847	681	120.2	25.4	45.7
			5000K	84480	681	124.1	25.4	45.7
			5700K	82713	681	121.5	25.4	45.7
		80	4000K	77123	681	113.2	25.4	45.7
			5000K	79737	681	117.1	25.4	45.7
			5700K	78016	681	114.6	25.4	45.7
4S	NEMA 4	70	4000K	81808	681	120.1	36.0	64.4
			5000K	84438	681	124.0	36.0	64.4
			5700K	82672	681	121.4	36.0	64.4
		80	4000K	77085	681	113.2	36.0	64.4
			5000K	79697	681	117.0	36.0	64.4
			5700K	77977	681	114.5	36.0	64.4
5S	NEMA 5	70	4000K	83002	681	121.9	46.6	82.6
			5000K	85671	681	125.8	46.6	82.6
			5700K	83879	681	123.2	46.6	82.6
		80	4000K	78211	681	114.8	46.6	82.6
			5000K	80861	681	118.7	46.6	82.6
			5700K	79116	681	116.2	46.6	82.6

Optical Performance Data (VIR Configuration Option)

LUMASPORT 8 (320W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	46650	346	134.8	18.3	33.0
			5000K	47442	346	137.1	18.3	33.0
			5700K	46612	346	134.7	18.3	33.0
		80	4000K	43963	346	127.1	18.3	33.0
			5000K	44780	346	129.4	18.3	33.0
			5700K	43997	346	127.2	18.3	33.0
2S	NEMA 3	70	4000K	47562	339	140.3	22.5	38.8
			5000K	48369	339	142.7	22.5	38.8
			5700K	47524	339	140.2	22.5	38.8
		80	4000K	44815	339	132.2	22.5	38.8
			5000K	45654	339	134.7	22.5	38.8
			5700K	44862	339	132.3	22.5	38.8
3S	NEMA 3	70	4000K	46253	344	134.5	25.7	44.3
			5000K	47038	344	136.7	25.7	44.3
			5700K	46216	344	134.3	25.7	44.3
		80	4000K	43583	344	126.7	25.7	44.3
			5000K	44397	344	129.1	25.7	44.3
			5700K	43591	344	126.7	25.7	44.3
4S	NEMA 4	70	4000K	46353	344	134.7	35.1	63.7
			5000K	47139	344	137.0	35.1	63.7
			5700K	46314	344	134.6	35.1	63.7
		80	4000K	43677	344	127.0	35.1	63.7
			5000K	44492	344	129.3	35.1	63.7
			5700K	43684	344	127.0	35.1	63.7
5S	NEMA 5	70	4000K	45881	344	133.4	44.5	80.5
			5000K	46659	344	135.6	44.5	80.5
			5700K	45844	344	133.3	44.5	80.5
		80	4000K	43233	344	125.7	44.5	80.5
			5000K	44040	344	128.0	44.5	80.5
			5700K	43241	344	125.7	44.5	80.5
7F	NEMA 7	70	4000K	39710	344	115.4	66.7	121.6
			5000K	40384	344	117.4	66.7	121.6
			5700K	39678	344	115.3	66.7	121.6
		80	4000K	37418	344	108.8	66.7	121.6
			5000K	38117	344	110.8	66.7	121.6
			5700K	37425	344	108.8	66.7	121.6

LUMASPORT 8 (640W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	73879	686	107.7	18.3	33.0
			5000K	76255	686	111.2	18.3	33.0
			5700K	74660	686	108.8	18.3	33.0
		80	4000K	69622	686	101.5	18.3	33.0
			5000K	71975	686	104.9	18.3	33.0
			5700K	70471	686	102.7	18.3	33.0
2S	NEMA 3	70	4000K	78580	667	117.8	22.5	38.8
			5000K	81108	667	121.6	22.5	38.8
			5700K	79411	667	119.1	22.5	38.8
		80	4000K	74041	667	111.0	22.5	38.8
			5000K	76555	667	114.8	22.5	38.8
			5700K	74963	667	112.4	22.5	38.8
3S	NEMA 3	70	4000K	77011	681	113.1	25.7	44.3
			5000K	79488	681	116.7	25.7	44.3
			5700K	77825	681	114.3	25.7	44.3
		80	4000K	72566	681	106.6	25.7	44.3
			5000K	75025	681	110.2	25.7	44.3
			5700K	73406	681	107.8	25.7	44.3
4S	NEMA 4	70	4000K	76931	681	113.0	35.1	63.7
			5000K	79405	681	116.6	35.1	63.7
			5700K	77744	681	114.2	35.1	63.7
		80	4000K	72490	681	106.4	35.1	63.7
			5000K	74946	681	110.1	35.1	63.7
			5700K	73329	681	107.7	35.1	63.7
5S	NEMA 5	70	4000K	75953	681	111.5	44.5	80.5
			5000K	78395	681	115.1	44.5	80.5
			5700K	76756	681	112.7	44.5	80.5
		80	4000K	71569	681	105.1	44.5	80.5
			5000K	73994	681	108.7	44.5	80.5
			5700K	72397	681	106.3	44.5	80.5

Optical Performance Data (CV1 Configuration Option)

LUMASPORT 8 (320W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	43530	354	123.0	17.3	32.0
			5000K	44268	354	125.1	17.3	32.0
			5700K	43494	354	122.9	17.3	32.0
		80	4000K	41022	354	115.9	17.3	32.0
			5000K	41784	354	118.0	17.3	32.0
			5700K	41053	354	116.0	17.3	32.0
2S	NEMA 3	70	4000K	43533	347	125.5	21.6	38.4
			5000K	44272	347	127.6	21.6	38.4
			5700K	43498	347	125.4	21.6	38.4
		80	4000K	41018	347	118.2	21.6	38.4
			5000K	41786	347	120.4	21.6	38.4
			5700K	41061	347	118.3	21.6	38.4
3S	NEMA 3	70	4000K	43468	352	123.5	24.3	43.9
			5000K	44206	352	125.6	24.3	43.9
			5700K	43433	352	123.4	24.3	43.9
		80	4000K	40959	352	116.4	24.3	43.9
			5000K	41724	352	118.5	24.3	43.9
			5700K	40966	352	116.4	24.3	43.9
4S	NEMA 4	70	4000K	42009	352	119.3	33.1	59.2
			5000K	42722	352	121.4	33.1	59.2
			5700K	41975	352	119.2	33.1	59.2
		80	4000K	39584	352	112.5	33.1	59.2
			5000K	40323	352	114.6	33.1	59.2
			5700K	39591	352	112.5	33.1	59.2
5S	NEMA 5	70	4000K	39742	352	112.9	39.9	74.0
			5000K	40416	352	114.8	39.9	74.0
			5700K	39709	352	112.8	39.9	74.0
		80	4000K	37448	352	106.4	39.9	74.0
			5000K	38147	352	108.4	39.9	74.0
			5700K	37455	352	106.4	39.9	74.0
7F	NEMA 7	70	4000K	30408	352	86.4	57.7	107.8
			5000K	30924	352	87.9	57.7	107.8
			5700K	30383	352	86.3	57.7	107.8
		80	4000K	28653	352	81.4	57.7	107.8
			5000K	29188	352	82.9	57.7	107.8
			5700K	28658	352	81.4	57.7	107.8

LUMASPORT 8 (640W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	68937	700	98.5	17.3	32.0
			5000K	71154	700	101.6	17.3	32.0
			5700K	69666	700	99.5	17.3	32.0
		80	4000K	64965	700	92.8	17.3	32.0
			5000K	67161	700	95.9	17.3	32.0
			5700K	65757	700	93.9	17.3	32.0
2S	NEMA 3	70	4000K	71923	683	105.3	21.6	38.4
			5000K	74237	683	108.7	21.6	38.4
			5700K	72684	683	106.4	21.6	38.4
		80	4000K	67768	683	99.2	21.6	38.4
			5000K	70070	683	102.6	21.6	38.4
			5700K	68612	683	100.5	21.6	38.4
3S	NEMA 3	70	4000K	72373	697	103.8	24.3	43.9
			5000K	74701	697	107.2	24.3	43.9
			5700K	73139	697	104.9	24.3	43.9
		80	4000K	68196	697	97.8	24.3	43.9
			5000K	70507	697	101.2	24.3	43.9
			5700K	68986	697	99.0	24.3	43.9
4S	NEMA 4	70	4000K	69722	697	100.0	33.1	59.2
			5000K	71964	697	103.2	33.1	59.2
			5700K	70459	697	101.1	33.1	59.2
		80	4000K	65698	697	94.3	33.1	59.2
			5000K	67924	697	97.5	33.1	59.2
			5700K	66458	697	95.3	33.1	59.2
5S	NEMA 5	70	4000K	65790	697	94.4	39.9	74.0
			5000K	67905	697	97.4	39.9	74.0
			5700K	66485	697	95.4	39.9	74.0
		80	4000K	61992	697	88.9	39.9	74.0
			5000K	64093	697	92.0	39.9	74.0
			5700K	62710	697	90.0	39.9	74.0

Optical Performance Data (CV2 Configuration Option)

LUMASPORT 8 (320W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	40742	354	115.1	17.2	32.2
			5000K	41433	354	117.0	17.2	32.2
			5700K	40709	354	115.0	17.2	32.2
		80	4000K	38395	354	108.5	17.2	32.2
			5000K	39108	354	110.5	17.2	32.2
			5700K	38424	354	108.5	17.2	32.2
2S	NEMA 3	70	4000K	40915	347	117.9	21.6	38.4
			5000K	41609	347	119.9	21.6	38.4
			5700K	40882	347	117.8	21.6	38.4
		80	4000K	38551	347	111.1	21.6	38.4
			5000K	39273	347	113.2	21.6	38.4
			5700K	38592	347	111.2	21.6	38.4
3S	NEMA 3	70	4000K	40894	352	116.2	24.1	43.9
			5000K	41588	352	118.1	24.1	43.9
			5700K	40861	352	116.1	24.1	43.9
		80	4000K	38534	352	109.5	24.1	43.9
			5000K	39253	352	111.5	24.1	43.9
			5700K	38541	352	109.5	24.1	43.9
4S	NEMA 4	70	4000K	38643	352	109.8	33.2	58.7
			5000K	39298	352	111.6	33.2	58.7
			5700K	38611	352	109.7	33.2	58.7
		80	4000K	36412	352	103.4	33.2	58.7
			5000K	37092	352	105.4	33.2	58.7
			5700K	36419	352	103.5	33.2	58.7
5S	NEMA 5	70	4000K	36037	352	102.4	41.7	74.9
			5000K	36648	352	104.1	41.7	74.9
			5700K	36008	352	102.3	41.7	74.9
		80	4000K	33957	352	96.5	41.7	74.9
			5000K	34591	352	98.3	41.7	74.9
			5700K	33963	352	96.5	41.7	74.9
7F	NEMA 7	70	4000K	26508	352	75.3	58.6	108.9
			5000K	26958	352	76.6	58.6	108.9
			5700K	26486	352	75.2	58.6	108.9
		80	4000K	24978	352	71.0	58.6	108.9
			5000K	25444	352	72.3	58.6	108.9
			5700K	24983	352	71.0	58.6	108.9

LUMASPORT 8 (640W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	64522	700	92.2	17.2	32.2
			5000K	66598	700	95.1	17.2	32.2
			5700K	65204	700	93.1	17.2	32.2
		80	4000K	60805	700	86.9	17.2	32.2
			5000K	62860	700	89.8	17.2	32.2
			5700K	61546	700	87.9	17.2	32.2
2S	NEMA 3	70	4000K	67598	683	99.0	21.6	38.4
			5000K	69772	683	102.2	21.6	38.4
			5700K	68312	683	100.0	21.6	38.4
		80	4000K	63693	683	93.3	21.6	38.4
			5000K	65856	683	96.4	21.6	38.4
			5700K	64485	683	94.4	21.6	38.4
3S	NEMA 3	70	4000K	68089	697	97.7	24.1	43.9
			5000K	70278	697	100.8	24.1	43.9
			5700K	68809	697	98.7	24.1	43.9
		80	4000K	64158	697	92.0	24.1	43.9
			5000K	66333	697	95.2	24.1	43.9
			5700K	64901	697	93.1	24.1	43.9
4S	NEMA 4	70	4000K	64135	697	92.0	33.2	58.7
			5000K	66198	697	95.0	33.2	58.7
			5700K	64813	697	93.0	33.2	58.7
		80	4000K	60433	697	86.7	33.2	58.7
			5000K	62481	697	89.6	33.2	58.7
			5700K	61133	697	87.7	33.2	58.7
5S	NEMA 5	70	4000K	59657	697	85.6	41.7	74.9
			5000K	61575	697	88.3	41.7	74.9
			5700K	60287	697	86.5	41.7	74.9
		80	4000K	56213	697	80.6	41.7	74.9
			5000K	58118	697	83.4	41.7	74.9
			5700K	56864	697	81.6	41.7	74.9

Optical Performance Data (CV5 Configuration Option)

LUMASPORT 8 (320W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	35182	354	99.4	17.1	32.0
			5000K	35779	354	101.1	17.1	32.0
			5700K	35153	354	99.3	17.1	32.0
		80	4000K	33155	354	93.7	17.1	32.0
			5000K	33771	354	95.4	17.1	32.0
			5700K	33180	354	93.7	17.1	32.0
2S	NEMA 3	70	4000K	34584	347	99.7	21.3	38.4
			5000K	35171	347	101.4	21.3	38.4
			5700K	34556	347	99.6	21.3	38.4
		80	4000K	32586	347	93.9	21.3	38.4
			5000K	33197	347	95.7	21.3	38.4
			5700K	32620	347	94.0	21.3	38.4
3S	NEMA 3	70	4000K	33745	352	95.9	24.0	43.8
			5000K	34317	352	97.5	24.0	43.8
			5700K	33717	352	95.8	24.0	43.8
		80	4000K	31797	352	90.3	24.0	43.8
			5000K	32391	352	92.0	24.0	43.8
			5700K	31803	352	90.3	24.0	43.8
4S	NEMA 4	70	4000K	30818	352	87.6	33.1	58.6
			5000K	31341	352	89.0	33.1	58.6
			5700K	30793	352	87.5	33.1	58.6
		80	4000K	29039	352	82.5	33.1	58.6
			5000K	29581	352	84.0	33.1	58.6
			5700K	29044	352	82.5	33.1	58.6
5S	NEMA 5	70	4000K	27810	352	79.0	41.9	74.8
			5000K	28282	352	80.3	41.9	74.8
			5700K	27787	352	78.9	41.9	74.8
		80	4000K	26205	352	74.4	41.9	74.8
			5000K	26694	352	75.8	41.9	74.8
			5700K	26210	352	74.5	41.9	74.8
7F	NEMA 7	70	4000K	19710	352	56.0	58.6	109.0
			5000K	20044	352	56.9	58.6	109.0
			5700K	19694	352	55.9	58.6	109.0
		80	4000K	18572	352	52.8	58.6	109.0
			5000K	18919	352	53.7	58.6	109.0
			5700K	18575	352	52.8	58.6	109.0

LUMASPORT 8 (640W) Lumen Outputs								
Optic	NEMA TYPE	CRI	CCT	Lumens	Input Power (W)	Lm/W	Beam Angle	Field Angle
1S	NEMA 3	70	4000K	55716	700	79.6	17.1	32.0
			5000K	57509	700	82.2	17.1	32.0
			5700K	56306	700	80.4	17.1	32.0
		80	4000K	52506	700	75.0	17.1	32.0
			5000K	54281	700	77.5	17.1	32.0
			5700K	53146	700	75.9	17.1	32.0
2S	NEMA 3	70	4000K	57138	683	83.7	21.3	38.4
			5000K	58976	683	86.3	21.3	38.4
			5700K	57742	683	84.5	21.3	38.4
		80	4000K	53837	683	78.8	21.3	38.4
			5000K	55666	683	81.5	21.3	38.4
			5700K	54508	683	79.8	21.3	38.4
3S	NEMA 3	70	4000K	56184	697	80.6	24.0	43.8
			5000K	57992	697	83.2	24.0	43.8
			5700K	56779	697	81.5	24.0	43.8
		80	4000K	52941	697	76.0	24.0	43.8
			5000K	54736	697	78.5	24.0	43.8
			5700K	53555	697	76.8	24.0	43.8
4S	NEMA 4	70	4000K	51149	697	73.4	33.1	58.6
			5000K	52793	697	75.7	33.1	58.6
			5700K	51689	697	74.2	33.1	58.6
		80	4000K	48196	697	69.1	33.1	58.6
			5000K	49829	697	71.5	33.1	58.6
			5700K	48754	697	69.9	33.1	58.6
5S	NEMA 5	70	4000K	46038	697	66.1	41.9	74.8
			5000K	47518	697	68.2	41.9	74.8
			5700K	46524	697	66.7	41.9	74.8
		80	4000K	43380	697	62.2	41.9	74.8
			5000K	44850	697	64.3	41.9	74.8
			5700K	43882	697	63.0	41.9	74.8

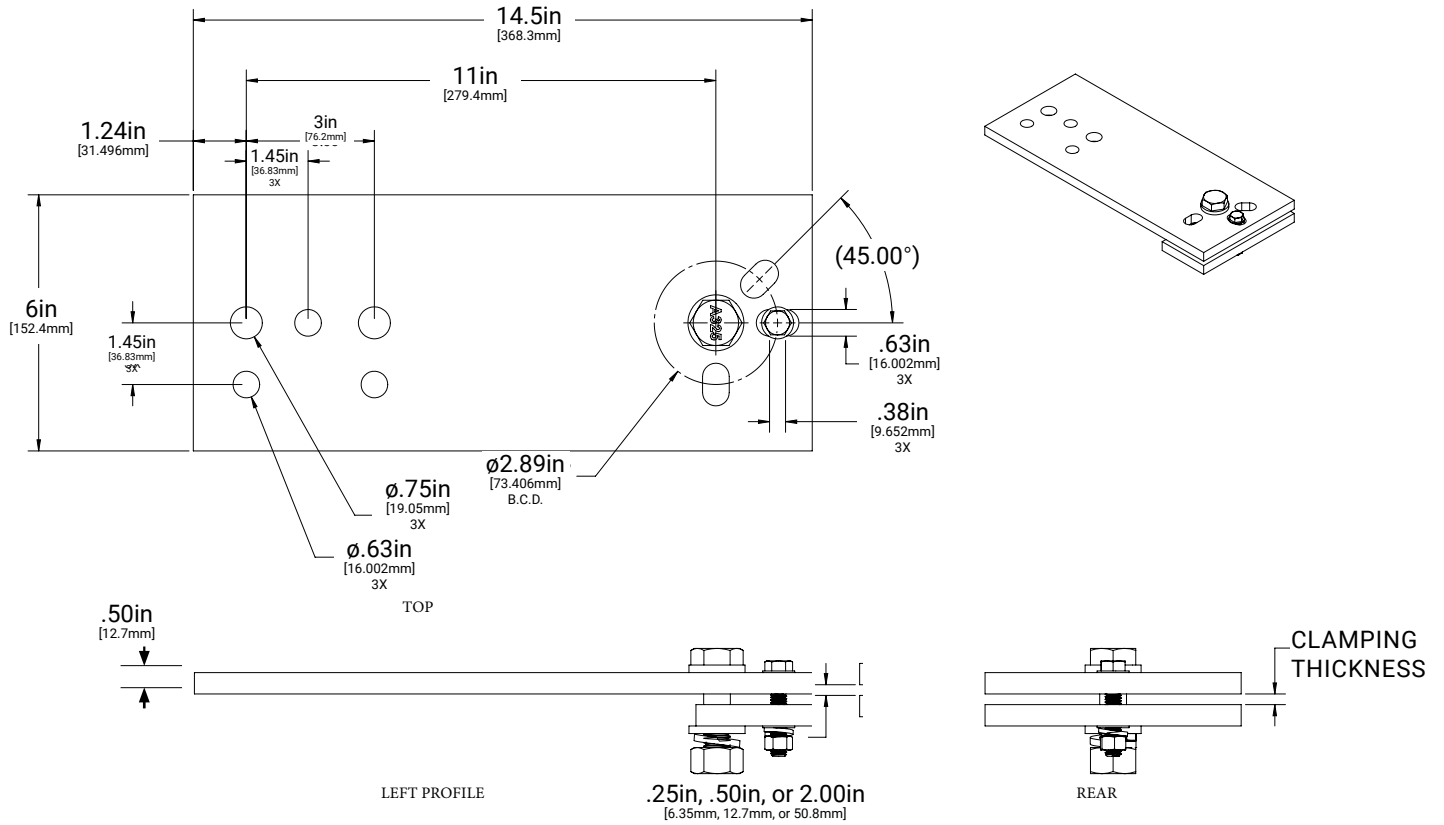
Ordering Information for Accessories

NOTE: A complete accessory order requires a selection entry for **Brand, Accessory, Option**.

SAMPLE ORDER NUMBER: **EPH-HRDM34-025**

Brand	Accessory	Option	Intended Use
EPH = Ephesus	EXTPLT = Extension Plate ¹	025 = .25in 050 = .5in 200 = 2.0in	Extension Plate Kit to mount to structures .25in, .5in, or 2.00in thick. Designed to be used with the LUMASPORT 8, LUMADAPT 8, PRISM RGBA & ALL FIELD luminaires only.
	DVGBRD = Diving Board ²		Diving Board to mount to 2in x 4in steel cross arms. Designed to be used with the LUMASPORT 8, LUMASPORT 16, LUMADAPT 8 & PRISM RGBA luminaires only.
	HRDM58 = Mounting Hardware 5/8in diameter	050 = .375in - .50in Range of Clamping Thickness ³ 200 = 2in Clamping Thickness ³	HRDM58-050 : .375-.500in clamping thickness, Use for Extension Plate (EXTPLT) or other flat surfaces drilled for 5/8in hardware HRDM58-200 : 2.00in clamping thickness, use for 2in x 4in Cross arms that are drilled for 5/8in hardware
	HRDM34 = Mounting Hardware 3/4in diameter	025 = .25in ⁴ 075 = .75in ⁴ 200 = 2in ⁴	HRDM34-025 : .25-.50in clamping thickness, use for diving board (DVGBRD) or other flat surfaces drilled for 3/4in hardware HRDM34-075 : .50-.75in clamping thickness, flat surfaces drilled for 3/4in hardware HRDM34-200 : 2.00in clamping thickness, use for 2in x 4in Cross arms that are drilled for 3/4in hardware
	Notes: (1) Additional mounting fastener hardware kit needed to attach a fixture to the EXTPLT = Extension Plate (2) Additional mounting fastener hardware kit needed to attach a fixture to the DVGBRD = Diving Board	Notes: (3) Option only available for use with HRDM58 (4) Option only available for use with HRDM34	

Extension Plate (EXTPLT) Dimension and Part Details:



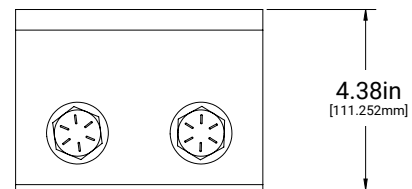
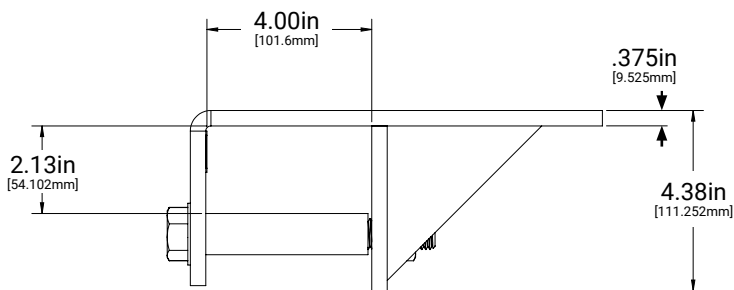
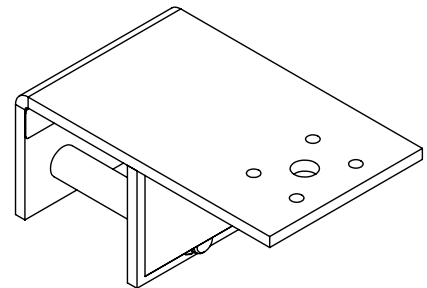
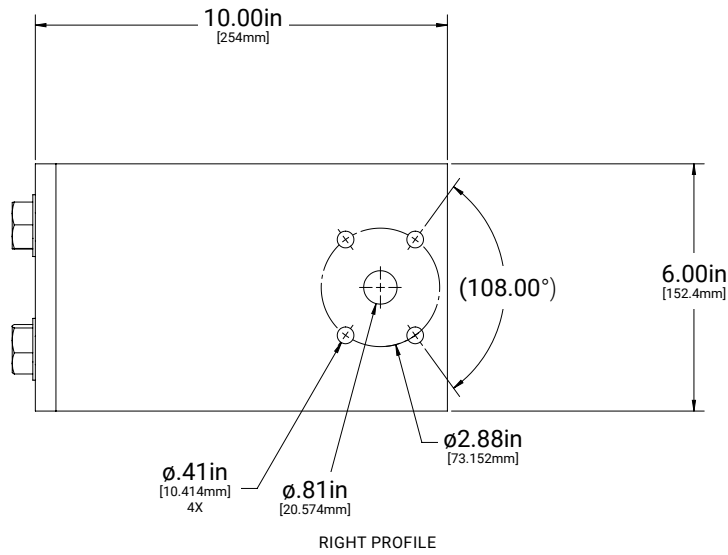
Extension Plate Data

MODEL #	WEIGHT (LBS)
EXTPLT	14.63
EXTPLT + HRDM58-050	15.28

Extension Plate Kit Parts

DESCRIPTION	QUANTITY
Extension Plate	1
Washer Plate	1
5/8in Hex Bolt	1
5/8in Washer	2
5/8in-11 Hex Nut	1
5/8in Split Washer	1
3/8in Washer	2
3/8in Hex Bolt	1
3/8in Split Washer	1
3/8in-16 Hex Nut	1

Diving Board (DVGBRD) Dimension and Part Details:



Diving Board Data

MODEL #	WEIGHT (LBS)
DVGBRD	15.1
DVGBRD + HRDM34-025	16.1

Diving Board Parts

DESCRIPTION	QUANTITY
Welded Bracket	1
Bolt Sleeve	2
3/4in-10 X 6in Structural Hex Bolt, Hot Dip Galvanized	2
3/4in Steel Flat Washer, Hot Dip Galvanized	2
3/4in Ext Tooth Washer, Steel, Magni-565 Grey Polycoat	2
3/4in-10 Structural Steel Hex Nut, Hot Dip Galvanized	2
Stainless Shim	1

HRDM58 Dimension and Part Details:

HRDM58-050:

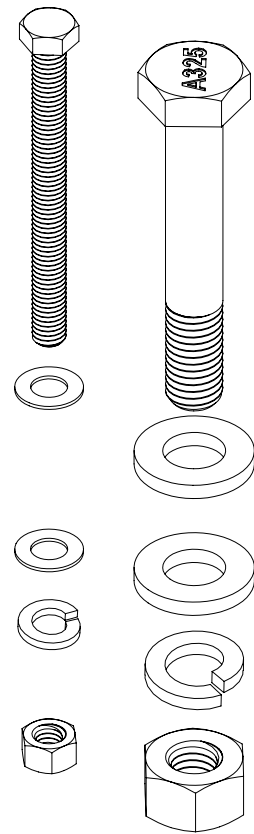
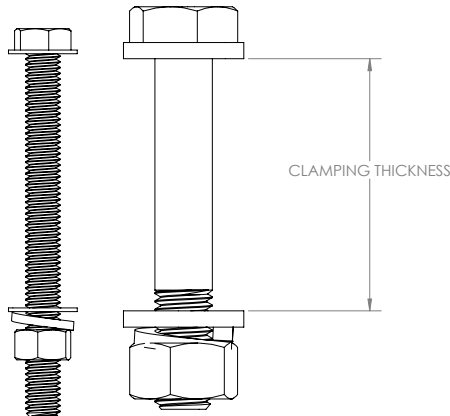
.375-.500in clamping thickness, Use for Extension Plate (EXTPLT) or other flat surfaces drilled for 5/8in hardware

HRDM58-200:

2.00in clamping thickness, use for 2in x 4in Cross arms that are drilled for 5/8in hardware

HRDM58 Data

MODEL #	WEIGHT (LBS)
HRDM58-050	.65
HRDM58-200	.84



HRDM34 Dimension and Part Details:

HRDM34-025:

.25-.50in clamping thickness, use for diving board (DVGBRD) or other flat surfaces drilled for 3/4in hardware

HRDM34-075:

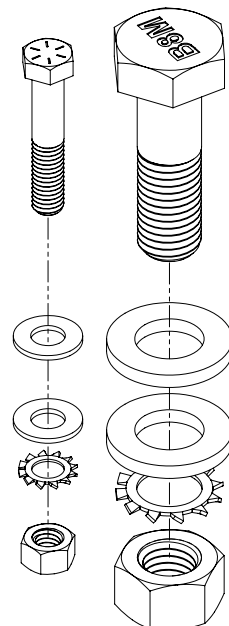
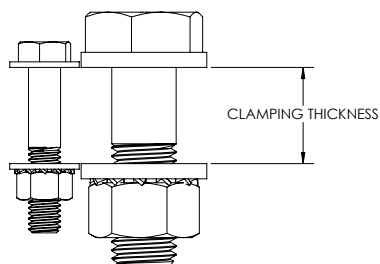
.50-.75in clamping thickness, flat surfaces drilled for 3/4in hardware

HRDM34-200:

2.00in clamping thickness, use for 2in x 4in Cross arms that are drilled for 3/4in hardware

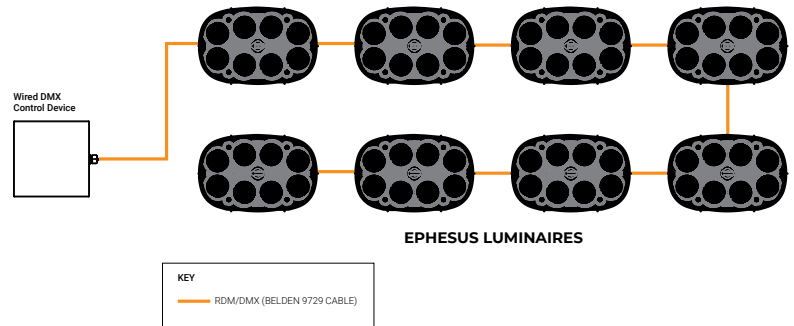
HRDM34 Data

MODEL #	WEIGHT (LBS)
HRDM34-025	1
HRDM34-075	1.5
HRDM34-200	2



Example System Topology (Wired DMX Controls)

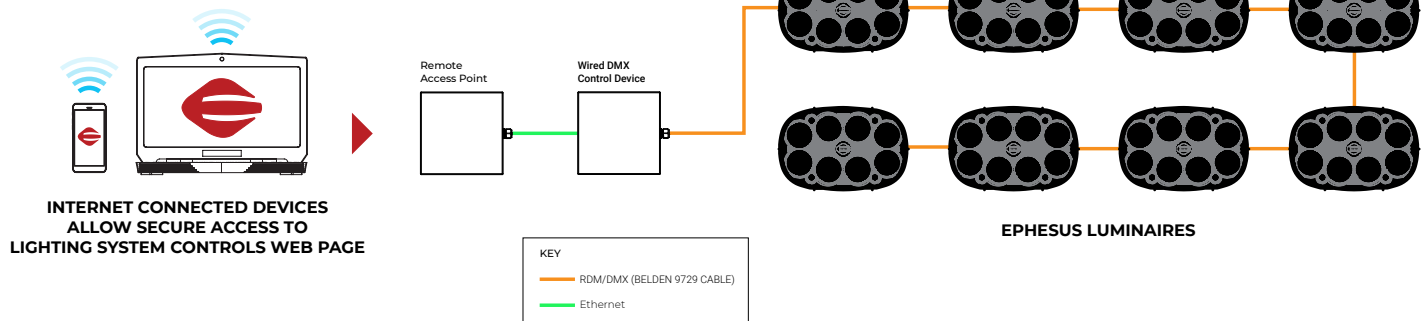
Example system topology showing the LUMASPORT 8 System in a commonly used wired DMX Control Installation. Refer to the specifications and limitations of your wired DMX control device before installing this configuration.



Example System Topology (Remote Access Point With Wired DMX Controls)

Example system topology showing the LUMASPORT 8 System in a commonly used remote access point with wired DMX Control Installation. Refer to the specifications and limitations of your wired DMX control device before installing this configuration. Note: Laptop and mobile device not included. A cellular network connection requires a cellular carrier network plan.

REMOTE ACCESS POINT TO DMX SYSTEM CONTROLS



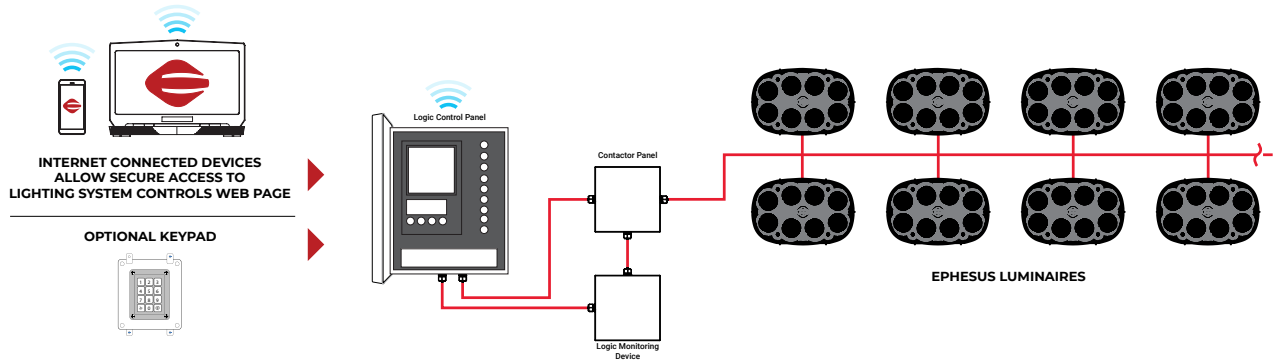
NOTES:

Remote Access Point requires either a wired Internet connection at the lighting system site or through a cellular carrier network connection plan.

Example System Topology (Contactor Controls)

Example system topology showing the LUMASPORT 8 System in a Wired Contactor Controls Installation.

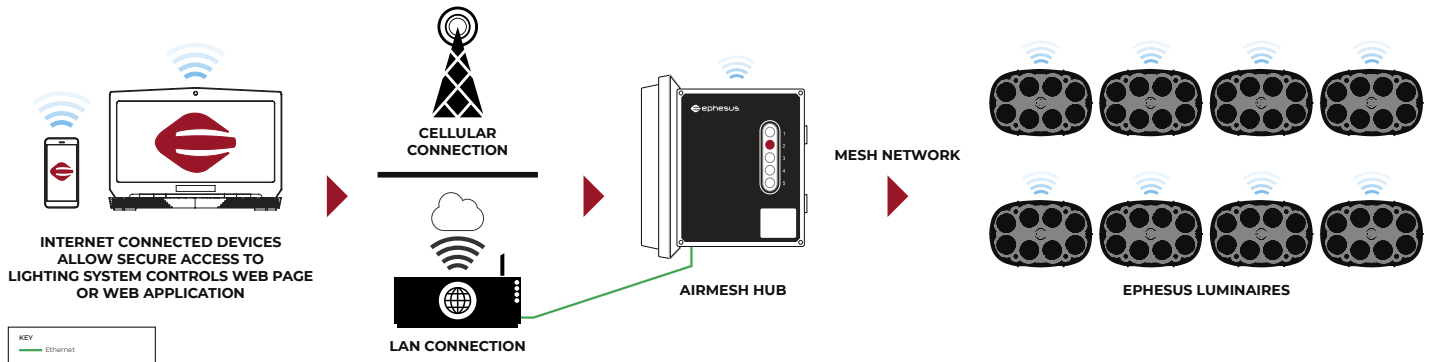
Note: Laptop and mobile device not included. A cellular network connection requires a cellular carrier network plan.



Example System Topology (Wireless AirMesh Controls)

Example system topology showing the LUMASPORT 8 System in a Wireless AirMesh Control Installation.

Note: Laptop and mobile device not included. A cellular network connection requires a cellular carrier network plan.





AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: July 6, 2022
PREPARED BY: Lluvia T. Almaraz, City Secretary
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on appointments to the City Council Committees.

BACKGROUND/SUMMARY:

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

- City Council Committee’s Roster

STAFF RECOMMENDATION:

It is the City staff’s recommendation that the City Council review Council Committee’s Roster and reappoint if needed.

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

MAYOR & CITY COUNCIL COMMITTEE'S ROSTER

Item 6.

Committee / Board	Council Members / Staff Liaison	Appointed	Reappointed	Expires
Budget Committee	<p>Maria Amezcua, Council Member – Chair</p> <p>Anne Weir, Council Member</p> <p>Staff Liaisons: Scott Moore, City Manager Lydia Collins, Director of Finance</p>	<p>11/17/2021</p> <p>11/17/2021</p>		11/17/2022
PID Committee	<p>Aaron Moreno, Council Member – Chair</p> <p>Anne Weir, Council Member</p> <p>Staff Liaison: Scott Moore, City Manager</p>	<p>11/17/2021</p> <p>11/18/2020</p>	11/17/2021	11/17/2022
TIRZ Board	<p>All current Council serves on this Board per TIRZ Bylaws</p> <p>Mayor - Chair</p> <p>Staff Liaison: Scott Moore, City Manager</p>	11/17/2021		11/17/2023
Park Committee	<p>Sonia Wallace, Council Member - Chair</p> <p>Aaron Moreno, Council Member</p> <p>Staff Liaisons: Mike Tuley, Public Works Director Lance Zeplin, Streets/Parks Superintendent</p>	11/17/2021		11/17/2022
Public Tree Advisory Board	<p>Sonia Wallace Council Member – Chair</p> <p>Aaron Moreno, Council Member</p> <p>LaKeshia Small(P&Z)</p> <p>Julie Leonard (P&Z)</p> <p>Staff Liaisons: Mike Tuley, Public Works Director Lance Zeplin, Streets/Parks Superintendent</p>	11/17/2021		11/17/2022
Economic Development Committee	<p>Mayor Harvey – Chair</p> <p>Anne Weir, Council Member</p> <p>Staff Liaisons: Scott Moore, City Manager Scott Jones, Economic Dev. Director</p>	7/7/2021	11/17/2021	11/17/2022

MAYOR & CITY COUNCIL COMMITTEE'S ROSTER

Item 6.

Capital Improvement Committee	Mayor Harvey - Chair Maria Amezcua, Council Member Staff Liaison: Scott Moore, City Manager	11/17/2021		11/17/2022
Education Committee - will change to Community Collaborative Committee	Emily Hill, Mayor Pro Tem - Chair Maria Amezcua, Council Member Staff Liaison: Scott Moore, City Manager	12/16/2020 11/17/2021	11/17/2021	11/17/2022
HealthCare Committee	Anne Weir, Council Member – Chair Aaron Moreno, Council Member Staff Liaison: Scott Moore, City Manager	11/17/2021		11/17/2022
Emergency Management Committee	Mayor Harvey Maria Amezcua, Council Member Aaron Moreno, Council Member Staff Liaisons: Ryan Phipps, Chief of Police - Chair Scott Moore, City Manager	11/17/2021		11/17/2022
Public Safety Committee	Mayor Harvey Emily Hill, Mayor Pro Tem – Chair Sonia Wallace, Council Member Staff Liaisons: Ryan Phipps, Chief of Police Scott Moore, City Manager	11/17/2021		11/17/2022