



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 18, 2024  
**PREPARED BY:** Scott Dunlop, Director  
**DEPARTMENT:** Development Services

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### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Letter Agreement between the City of Manor, Forestar (USA) Real Estate Group Inc., and John and Rita Jonse.

### BACKGROUND/SUMMARY:

As part of the Manor Heights (Carillon) development, the developer is widening and extending Old Kimbro Road to a 4-lane divided roadway. This required right-of-way acquisitions from adjacent landowners. The city entered into a purchase contract with John and Rita Jonse in November 2020. As part of this purchase contract, certain work was to be completed by the developer, Forestar, on the property. That work included:

1. Removing and replacing existing fencing and removing trees along the fence line
2. Construction of an asphalt driveway and replacement of the culvert

The above work was completed but was not approved by the property owner due to the quality of the improvements and damages caused. Forestar corrected and modified the improvements a couple of times as well as performing improvements beyond the purchase contract including grading and providing extra construction materials like road base, topsoil, hay, and mulch.

This letter agreement provides the final improvements that will be conducted on the property to the satisfaction of the property owner and release Forestar from future improvements. The improvements within this letter agreement are:

1. Driveway extension – extend 20' beyond the existing gate, with it sloped to direct runoff away from the driveway to an existing drainage channel
2. Removal of dead trees along the fence line and driveway not previously removed

This agreement has been approved by the property owners, Forestar, and city staff and is presented to the City Council for consideration and approval on the consent agenda.

**LEGAL REVIEW:** Yes, Veronica Rivera, Assistant City Attorney  
**FISCAL IMPACT:** No  
**PRESENTATION:** No  
**ATTACHMENTS:** Yes

- Letter Agreement
- 2020 Purchase Contract

**STAFF RECOMMENDATION:**

The City Staff recommends that the City Council approve a consent Letter Agreement between the City of Manor, Forestar (USA) Real Estate Group Inc., and John and Rita Jonse.

**PLANNING & ZONING COMMISSION:**

**Recommend Approval**

**Disapproval**

**None**

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