
Mobile Food Establishments
AMENDMENT APPLICATION

February 2019
(enter year)

RECEIVED
3/1/19

Allowed to file
1 day late
mn

The purpose of this application is for the below named Neighborhood Association or Neighborhood Plan Contact Team to recommend to the Austin City Council that additional regulations be put in place *to govern the hours of operation and location of mobile food establishments.*

1. Name of Neighborhood Association or Contact Team

Colony Park/Lakeside Neighborhood Association

Please Note: A Neighborhood Association or Neighborhood Plan Contact Team must be registered with the City of Austin Public Information Office: <http://www.austintexas.gov/cr>

2. Location: Describe the general boundary covered by the neighborhood association or neighborhood planning area boundary. Also, please attach a thumbnail map of your planning area or neighborhood association boundaries.

North: Ellington Circle, Ritchie Drive and Mayview Drive- South: Loyola Lane (Including Park Place, which includes these streets Moonglow Drive, Sandshof Drive, Virgo Lane, Astro View Drive, Aries Lane, Juno Circle, Cleo Vista Drive and Lucy) East: Decker Lane: West: Johnny Morris Road

3. Name of Neighborhood Association Officer/Office or Contact Team Chair:

Barbara Scott

4. Mailing Address of Officer/Chair:

6705 Hillcroft Dr
Austin TX 78724

5. Mailing Address of Association (if different):

P O Box 12891
Austin TX 78711-2891

6. Phone # of Officer or Chair (please include area code):

(512) 922-1202

QUESTIONS: The following questions refer to the official vote taken by the Neighborhood Association or Neighborhood Plan Contact Team as it relates to the Mobile Food Establishments Ordinance.

1. Was the vote taken in accordance with Association's or Contact Team's bylaws?

☒ Yes ☐ No

If No, please explain why and how the vote was taken:

2. Provide the results of the vote:

For: 12 Against:

Total # of eligible votes: 12

3. Outreach and Notification of Meeting: A contact team or neighborhood association is required to notify all persons in their neighborhood of the meeting to vote on action being taken on the Mobile Food Establishment Ordinance.

☒ Please provide a **HARD COPY** of the meeting notice

Below or on a separate page, please explain how and to whom the notice of the meeting, at which the vote was taken, was provided:

Members were notified by email on February 13, 2019. Emailed attached. During our
February neighborhood monthly meeting President Barbara Scott explained to the members
the intent of this ordinance to regulate mobile food establishments. President Scott asked for
a show of hands if they were for or against this ordinance.

4. Are you aware of other Neighborhood Associations that have overlapping boundaries with the Neighborhood Association referred to on this application?

☐ Yes ☒ No

If yes, identify the overlapping Association

Have attempts been made to contact these Associations? ☐ Yes ☐ No

If yes, do other associations favor inclusion on the map? ☐ Yes ☐ No



P.O. Box 12891 Austin, Texas 78711-2891 USA

Colony Park/Lakeside Neighborhood Meeting

February 25, 2019

President Barbara Scott called meeting to order at 6:30 PM.

Opening Prayer- Michael Tolliver

Treasurer Report- \$1376.46

Matt Perritte- APD- Conducted a walk on Hillcroft. Cleared cars on Cleo Vista. Blue Wave on Springdale. APD will attend Resource Fair on Saturday, March 2nd. Ride through is scheduled for Saturday, May 18, at 9:00 AM. Austin Code will contact us to confirm to this date.

Antonia Singletary-Austin Code- Austin Code is covering two districts. Doesn't spend as much time. Calls on abatements. Working on the process for bulk collection. Will go through the neighborhood to speak with neighbors that have bulk items out to verify if they have contacted 311 for pick up. She will be off in March and May.

Central Health- Not present. Liliana Ordonez has resigned from Central Health. She's working for Cortez Consulting.

Courtney Colvin-Crawford- Principal- Overton School. African-American celebration on last Thursday. Had a sock hop, soul food potluck, star test, math not covered all content.

John Fletcher-LBJ Early College High School- LBJ going through the process for a new principal. Servicing CTE, 2022 LASA will not be at LBJ. Doing a five year plan. Need feedback from the neighborhood, as what other classes we would like to see. We need to start now. We need kids and neighborhood to be involved. Kids will benefit. President Scott asked everyone to think about what type of classes we'll like to see and create a list. We need to look at spaces that are available once LASA leaves.

President Scott stated some of the kids at the recreation like to do CD's and DVD's. Courtney Colvin-Crawford stated commercial driving is good. President Scott will be on the committee for selection of the new principal.

Fred Fuller-Update of Parkland Development- 75% and 80% complete. Bridge contractor ready to go. Electric utility next phase. Red lights surveyed. Work on pavilion. Tyson will start in March. Community Garden or lighting project, play area, lights for the kids. President asked for a motion to do the lights first. It was motion by Michael Tolliver and second by Mitzi Wright. Mr. Fuller wants the kids to participate on the lower part of the mural.

Michelle Rojas- Parks & Recreation- Ms. Rojas is Acting Program Manager. She's temporary until a new site supervisor is hired. The posting for the job will be put up on Friday and will be posted for a month until March 29th. Will interview April 8th - 11th. There will be a community meet and greet for the new site supervisor. Summer Camp only one registered at this time. Middle of basketball season. Spring Camp during spring break, for kids that can pay. Non- paid start at a different time. President Scott stated we need camps to start at the same time. Ms. Rojas will discuss with her manager. The question was asked the price for a full week, how much would it be. The price is \$125 per week, which covers staff cost, arts and crafts, field trips and meals. Free program at Virginia Brown School. The rate is \$ 60 per week during the summer. No siblings discount. If the child qualifies for CHIP they can pay only \$10.00. President Scott will write to the new Asst. City Manager regarding this matter. Parks not keeping up, like the schools, it should be free. TCTA program Monday and Wednesday's pick up. The comment was made by a member the way it use to be, staff would pick the kids up and drop them off at home.

Recommendation- Look at district for Asst. Manager. Do we need paid programs? Title schools are 97.9%.

President Scott asked if we have any suggestions to email to her. Michael Tolliver stated the CDBG under housing can help community service and block grant.

Old Business-

Schedule Date for Ride Through- As been schedule for May 18th- Austin Code will contact us to confirm that date.

New Business-

Mobile Food Establishments- President Scott read the intent of this ordinance to the members to have a better of understanding. She asked for questions or discussion before we voted. After much discussion President Scott asked for a show of hands if you were for or against this ordinance. All twelve members voted for.

Bobbie Garza-Hernandez- Capital Metro Project Connect- Not present. Ms. Cynthia Miller with Capital Metro standing in for Ms. Garza-Hernandez. The blue print vision to better serve the community. They want thoughts, ideas, and input. Take back Capital Metro, going region wide. Reach out to the community, need our ideas. A Cap Metro, Community Conversation Worksheet was passed for us to complete.

Jeff Patterson- Neighborhood Housing- Bond went through. Discussed what things funds should be used for. Federal five year funding. Will go out to the community to give them a better understanding of this bond. Word of mouth is good. Passed out surveys for us to complete. Will be at the Family Resource Fair, Saturday March 2, 10:00- 1:00, at Barbara Jordan School.

CDC Election- The term ends February 28th. If anyone would like to run for CDC representative contact the Community Development Commission. Michael Tolliver is our representative, and he'll run for another term.

Membership Dues Collected:

Algie Williams	\$25.00
Joe and Christina Tapia	50.00
Ethel Green	25.00
Total	\$100.00

President Scott asked for a motion to adjourn the meeting. It was motion by Algie Williams and second by Mitzi Wright.

Meeting adjourned at 8:00 PM.

Closing Prayer-Ashton Cumberbatch

BYLAWS OF COLONY PARK ASSOCIATION, INC.

AMENDED ARTICLE V March 18, 2018

ARTICLE I-NAME

The name of this organization shall be the Colony Park Association, Inc., a non-profit corporation, hereinafter referred to as CPA, doing business as (DBA) Colony Park Neighborhood Association.

ARTICLE II-PURPOSE

The purpose of CPA is to improve the quality of life in the neighborhood through education and charitable activities.

ARTICLE III-MEMBERSHIP

Section 1. Eligibility

A. Membership in CPA is open to all residents and property owners within the following boundaries:

North: Ellington Circle, Ritchie Drive and Mayview Drive- **South:** Loyola Lane (including Park Place, which includes these streets Moonglow Drive, Sandshof Drive, Virgo Lane, Astro View Drive, Aries Lane, Juno Circle, Cleo Vista Drive and Lucy). **East:** Decker Lane : **West:** Johnny Morris Road

Section 2. Honorary Membership may be awarded to persons who have performed services which tend to further the purpose of CPA. The election of honorary members shall be by a majority vote. Honorary members will not have voting privileges.

ARTICLE IV-VOTING

Section 1. Members of CPA present at regular or special call meeting shall be entitled to one vote on each matter submitted to a vote of the membership except on matters dealing with money and policy only paid members may be allowed to vote.

ARTICLE V-OFFICERS

Section 1. Officers and Terms of Office

The officers of CPA shall be elected from the active membership for one year terms. Elected officers shall be a President, Vice-President, Secretary, Treasurer, and Parliamentarian. The elected officers and chairs of standing committees shall comprise the Executive Committee/Board of Directors, hereinafter referred to as the Executive Committee.

Section 3. Duties of officers

- A. The President shall preside at all meetings of the Executive Committee and CPA, shall exercise general supervision over the interest and affairs of CPA, shall be an ex-officio member of all committees, and shall co-sign all checks drawn on the account of CPA.
- B. The Vice-President shall fulfill the duties of the President in the President's absence, and shall attend to other duties as assigned by the President.
- C. The Secretary shall keep an accurate record of all business of CPA, shall maintain a permanent file of all business transactions and records of CPA, and shall be responsible for all correspondence of CPA with the assistance of the Corresponding Secretary. The Corresponding Secretary will be appointed by the President and shall be responsible for assisting the Secretary.
- D. The Treasurer shall be responsible for CPA's funds, shall keep an accurate record of receipts and expenditures, shall co-sign all checks drawn on the account of CPA and shall be responsible for providing quarterly and annual financial reports.
- E. The Parliamentarian shall make copies of the Bylaws. Shall use "Robert's Rules of Order, revised" for quick reference at meetings, shall interpret and make rulings on parliamentary procedure and call the attention of presiding officer to omissions, deviations, or arbitrary actions in procedure as set by the Bylaws of Robert's Rule of Orders, revised.

Section 4. Removal from Office

Any officer may be removed from office for cause at any meeting by two-thirds of the members present and voting provided that notice has been furnished to the membership at least two weeks prior to said meeting.

Section 5. Replacements of Officers

When necessary, vacant offices may be filled at any meeting by the Executive Committee for the remaining portion of the term.

ARTICLE VI-MEETINGS AND ORGANIZATION

Section 1. The fiscal year of CPA shall begin on the first day of September and end on the last day of August.

Section 2. Meetings of the general membership of CPA shall be held once a month.

Section 3. Special meetings may be called by the Executive Committee upon reasonable notice to the membership.

Section 4. The privilege of holding office, introducing motions, floor debating, and voting shall be limited to members of CPA.

ARTICLE VII-COMMITTEES

Section 1. The Executive Committee shall transact necessary business in the intervals between regular meetings and such other business as may be referred to by CPA, shall appoint all committees and approve the work of such committees, and plan the programs for CPA meetings.

Section 2. The Publicity Committee shall publish and distribute a newsletter or announcement to members of CPA and shall provide the community and local media with news of CPA's activities.

Section 3. The School Committee shall work with the administration and parent-teacher-student groups of the school which serve the CPA area, shall monitor meetings of the Austin Independent School District Board, and shall report its activities to the membership.

Section 4. Special committees may be appointed as needed by the Executive Committee.

ARTICLE VIII-AMENDMENT OF BYLAWS

These bylaws may be amended at any regular meeting by a two-thirds vote of those present and voting provided that the amendment has been submitted in writing to the membership at the previous regular meeting.

OFFICIAL CERTIFICATION OF APPLICATION

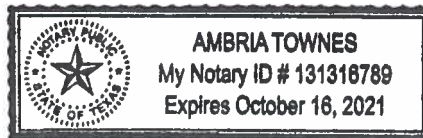
To be completed by a notary public:

I, Sarah Jackson, as an officer or representative of a registered City of Austin neighborhood association or neighborhood plan contact team, called Colony Park Assoc., hereby certify that all the information provided in this application packet is correct and that I am an authorized officer of our neighborhood association or planning area contact team. Additionally, the vote taken on the **Mobile Food Establishments Ordinance** was conducted according to our contact team or neighborhood association bylaws.

On this, the 1st day of Month May, 2021 Year before me a notary public, the undersigned officer, personally appeared Sarah Jackson, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that they executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

Ambria Townes
Notary Public



sarah jackson

From: "sarah jackson"
Date:
To:

Cc:

Subject:

Hello everyone,

Our next Colony Park/Lakeside Neighborhood meeting will be February 25th, @6:30 PM, located at Turner-Roberts Recreation Center, 7201 Colony Loop Dr. The meeting has been moved to the fourth Monday due to the holiday on February 18th.

Attention Members- One of the items on our agenda under new business will be the Mobile Food Establishments- The intent of this ordinance is to regulate mobile food establishments most often trailers located in parking lots or vehicles that drive from one location to another. We need you to be there to vote **yes or no**. More discussion during our meeting.

Hope to see you there.

Have A Bless Day!

Sarah Jackson, Secretary
Colony Park Association

2/13/2019

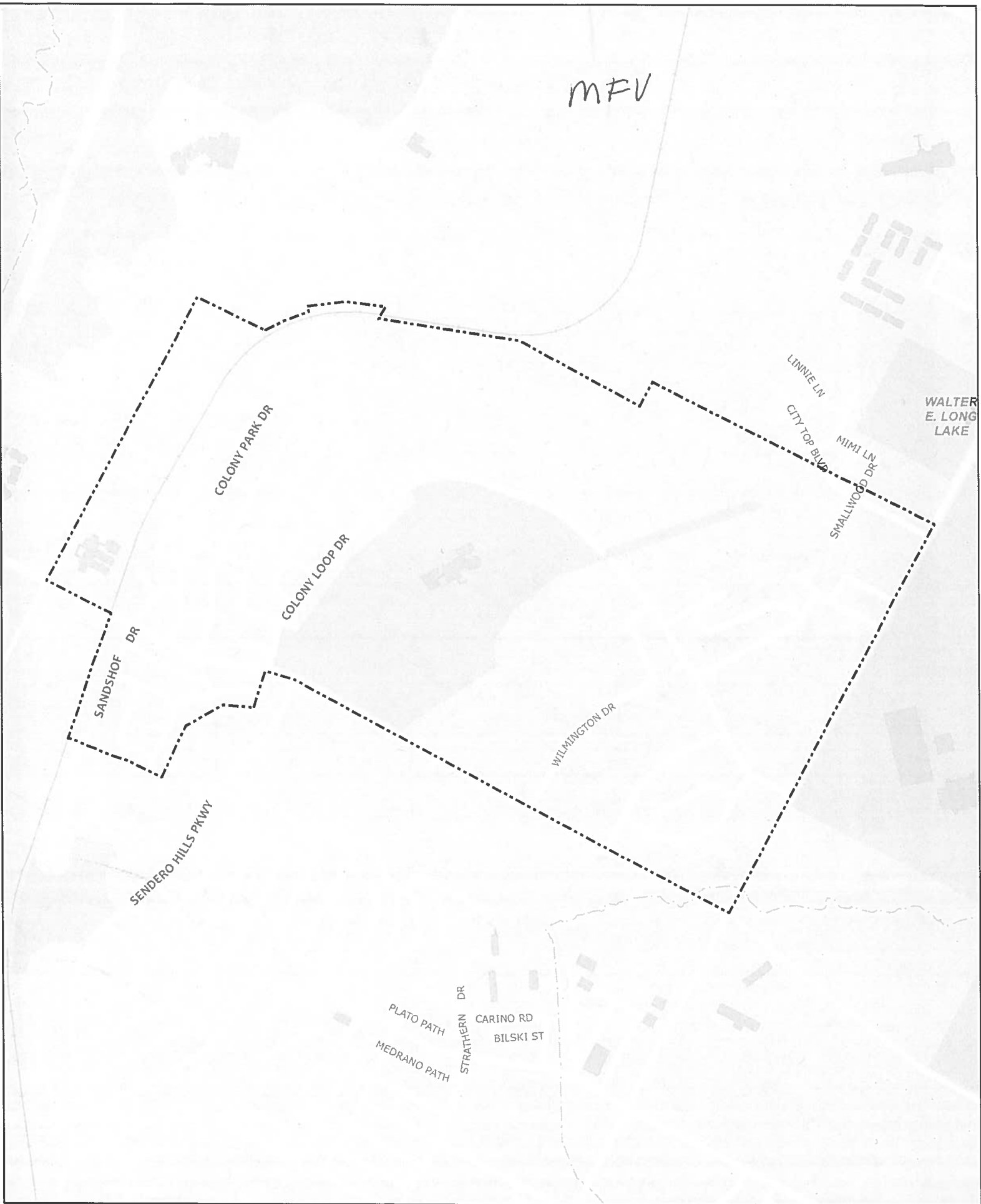
Mobile Food Establishments

APPLICANT SUBMITTAL CHECKLIST

- ☒ 1. A completed copy of the Mobile Food Establishment Amendment application.
- ☒ 2. An official certification of the action taken by the association or contact team on the mobile food issue that includes the notarized signature of the authorized officer of the association or chair of the contact team. (Fill out the area on the following page with a notary public to complete this requirement.)
- ☒ 3. A hard copy of the meeting minutes that describes the vote on the mobile food establishment issue.
- ☒ 4. A hard copy of the neighborhood association or neighborhood plan contact team bylaws.
- ☒ 5. A hard copy of the notice of the meeting at which the vote was taken.
- ☒ 6. A brief statement of the process by which the notice was issued.
- ☒ 7. A thumbnail map of your neighborhood association or adopted neighborhood planning area boundaries. (We suggest using the [Official Neighborhood Planning Map](#) to print out a map of your area and then highlight your neighborhood association OR planning area boundaries.)

Please Mail the Above Materials To:
(Deadline: Last day of February in the calendar year in which you are applying)

City of Austin
Planning and Zoning Department (PAZ)
Attention: Maureen Meredith
P.O. Box 1088
Austin, TX 78767



116 - Colony Park Neighborhood Assn., Inc

Source: Public Information Office of the City of Austin
 Date Created: Wednesday, April 03, 2019

1" = 1,135'

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.
 This product has been produced by CTM - EGS for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.

sarah jackson

From: "sarah jackson"
Date:
To:

Cc:

Subject

Hello everyone,

Our next Colony Park/Lakeside Neighborhood meeting will be February 25th, @6:30 PM, located at Turner-Roberts Recreation Center, 7201 Colony Loop Dr. The meeting has been moved to the fourth Monday due to the holiday on February 18th.

Attention Members- One of the items on our agenda under new business will be the Mobile Food Establishments- The intent of this ordinance is to regulate mobile food establishments most often trailers located in parking lots or vehicles that drive from one location to another. We need you to be there to vote **yes or no**. More discussion during our meeting.

Hope to see you there.

Have A Bless Day!

Sarah Jackson, Secretary
Colony Park Association

2/13/2019



1508 - Colony Park/Lakeside Community Development Corp

Source: Public Information Office of the City of Austin
 Date Created: Wednesday, April 03, 2019

1" = 1,103'

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. This product has been produced by CIM - EGS for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.