



**CITY COUNCIL  
CALLED SPECIAL SESSION MINUTES  
JUNE 18, 2024**

**This meeting was live-streamed on Manor's YouTube Channel  
<https://www.youtube.com/@cityofmanorsocial/streams>**

**PRESENT:**

Dr. Christopher Harvey, Mayor

**COUNCIL MEMBERS:**

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 STAFF:**

Scott Moore, City Manager  
Lluvia T. Almaraz, City Secretary  
Ryan Phipps, Chief of Police  
Denver Collins, Assistant Chief of Police  
Scott Dunlop, Development Services Director  
Scott Jones, Economic Development Director  
Tracey Vasquez, HR Director  
Yalondra Valderrama Santana, Heritage & Tourism Manager  
Veronica Rivera, Assistant City Attorney

**City Council Called Special Session Minutes  
June 18, 2024**

**SPECIAL SESSION – 7:00 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 7:15 p.m. on Tuesday, June 18, 2024, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

**INVOCATION**

Council Member Wallace gave the invocation.

**PLEDGE OF ALLEGIANCE**

Mayor Harvey led the Pledge of Allegiance.

**EVENTS/ANNOUNCEMENTS**

**A. The Fourth of July Event, July 4, 2024, at 15317 US Hwy 290E.**

Yalondra V. Santana Heritage & Tourism Manager invited the community to attend the Fourth of July Event. The event flyer is attached with details.

**B. Movie Night Out Event, June 14 – August 9, 2024, at Timmermann Park**

Yalondra V. Santana Heritage & Tourism Manager invited the community to attend the Movie Night Out Event. The event flyer is attached with details.

**PUBLIC COMMENTS**

Robert Battaile, 502 E. Eggleston St., Manor, Texas, submitted a speaker card and expressed his concerns and opposition to Agenda Items Nos 1-8; 11-12;16,18-21, and 24.

Crista Swier, 15226 N. FM 973, Manor, Texas, submitted a speaker card and expressed her concerns regarding the flooding on her property; stormwater issues, and retention ponds. She also spoke in opposition to Agenda Item No. 21.

No one else appeared at this time.

**CONSENT AGENDA**

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

- **May 15, 2024, City Council Regular Meeting;**
- **June 1, 2024, City Council and P&Z Commission Joint Workshop; and**
- **June 5, 2024, City Council Regular Meeting**

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- 2. Consideration, discussion, and possible action on accepting the May 2024 City Council Monthly Reports.**
- 3. Consideration, discussion, and possible action on accepting the May 2024 Departmental Reports.**
  - **Finance – Belen Peña, Finance Director**
  - **Police – Ryan Phipps, Chief of Police**
  - **Travis County ESD No. 12 – Ryan Smith, Fire Chief**
  - **Economic Development – Scott Jones, Economic Development Director**
  - **Development Services – Scott Dunlop, Development Services Director**
  - **Community Development – Yalondra V. Santana, Heritage & Tourism Manager**
  - **Municipal Court – Sofi Duran, Court Administrator**
  - **Public Works – Matt Woodard, Director of Public Works**
  - **Human Resources – Tracey Vasquez, HR Manager**
  - **IT – Phil Green, IT Director**
  - **Administration – Lluvia T. Almaraz, City Secretary**
- 4. 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.**
- 5. Consideration, discussion, and possible action on a Letter Agreement between the City of Manor, Forestar (USA) Real Estate Group Inc., and Kirk and Cathy Jonse.**

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to accept and approve the Consent Agenda.

There was no further discussion.

**Motion to approve carried 7-0**

**REGULAR AGENDA**

- 6. Consideration, discussion, and possible action on the Rental Assistance Program for eligible small businesses that relocate to or start-up in the City of Manor.**

The city staff recommended that the City Council approve a grant in the amount of \$7500.00 to E'Styles reimbursed monthly upon request from the owner after proof of payment to the landlord is received by the City.

Economic Development Director Jones discussed the proposed grant.

A discussion was held regarding the allowable monthly amount.

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A discussion was held regarding additional payment options for six (6) months, ten (10) months, and twelve (12) months.

A discussion was held regarding the review of the application within six (6) months.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Deja Hill to approve a grant in the amount of \$7500.00 to E'Styles reimbursed monthly upon request from the owner after proof of payment to the landlord is received by the City with the caveat of the Economic Development returning in six (6) months to review and possibly upgrade payment to \$750 a month for the remaining months.

There was no further discussion.

**Motion to approve carried 6-1 (Mayor voted against)**

**7. Consideration, discussion, and possible action on the camera system upgrade for the City of Manor.**

The city staff recommended that the City Council approve the camera system upgrade for the City of Manor and approve the service agreement with Absolute Communications & Network Solutions, Inc. in the amount of \$60,645.16 for equipment-install training and \$1,585.00 for wiring to the cameras.

City Manager Moore discussed the proposed service agreement.

A discussion was held regarding warranty and upgrade

A discussion was held regarding cyber security protection.

A discussion was held regarding the proposed microphones for the court's window.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Weir to approve the camera system upgrade for the City of Manor and approve the service agreement with Absolute Communications & Network Solutions, Inc. in the amount of \$60,645.16 for equipment-install training and \$1,585.00 for wiring to the cameras.

There was no further discussion.

**Motion to approve carried 7-0**

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**8. Consideration, discussion, and possible action on an ordinance Amending Ordinance No. 421 and Chapter 8 Offenses and Nuisances, Section 8.03 Sex Offender Residency, Changing Designated City Staff, Amending Variance Processes.**

The city staff recommended that the City Council approve Ordinance No. 752 Amending Ordinance No. 421 and Chapter 8 Offenses and Nuisances, Section 8.03 Sex Offender Residency, Changing Designated City Staff, and Amending Variance Processes.

Chief of Police Phipps discussed the proposed amendment.

A discussion was held regarding the current city process for variance requests.

A discussion was held regarding the archiving of records.

Ordinance No. 752: An Ordinance of The City of Manor, Texas Amending Ordinance No. 421 and Chapter 8 Offenses and Nuisances, Section 8.03 Sex Offender Residency, Changing Designated City Staff, Amending Variance Processes; Providing a Severability Clause, Providing Savings, Effective Date and Open Meetings Clauses, and Providing for Related Matters.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to approve Ordinance No. 752 Amending Ordinance No. 421 and Chapter 8 Offenses and Nuisances, Section 8.03 Sex Offender Residency, Changing Designated City Staff, and Amending Variance Processes.

There was no further discussion.

**Motion to approve carried 7-0**

**9. Consideration, discussion, and possible action on a Bank Depository Agreement renewal with Frontier Bank.**

The city staff recommended that the City Council approve a bank depository services agreement with Frontier Bank and the City of Manor with an expiration date of September 30, 2025.

Finance Director Peña discussed the proposed agreement.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Amezcua to approve a bank depository services agreement with Frontier Bank and the City of Manor with an expiration date of September 30, 2025.

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There was no further discussion.

**Motion to approve carried 7-0**

**10. Consideration, discussion, and possible action on a Bank Depository Agreement renewal with Independent Bank.**

The city staff recommended that the City Council approve a bank depository services agreement with Independent Bank and the City of Manor with an expiration date of September 30, 2025.

Finance Director Peña discussed the proposed agreement and future bid process. She also mentioned that the name of the bank is Independent Financial.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to approve a bank depository services agreement with Independent Financial and the City of Manor with an expiration date of September 30, 2025.

There was no further discussion.

**Motion to approve carried 7-0**

**11. Consideration, discussion, and possible action on an Ordinance amending and replacing Ordinance No. 271 to adopt an investment policy for the City of Manor, Texas.**

The city staff recommended that the City Council approve Ordinance No. 749 amending and replacing Ordinance No. 271 to adopt an investment policy for the City of Manor, Texas.

Finance Director Peña discussed the proposed agreement and future bid process.

Ordinance No. 749: An Ordinance of The City of Manor, Texas, Amending and Replacing Ordinance No. 271 to Adopt an Investment Policy, Providing a Severability Clause, Providing Savings, Effective Date, and Open Meetings Clauses, and Providing for Related Matters.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Weir to approve Ordinance No. 749 amending and replacing Ordinance No. 271 to adopt an investment policy for the City of Manor, Texas.

There was no further discussion.

**Motion to approve carried 7-0**

**12. Reconsideration, discussion, and possible action on a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, six MPDs, three diesel MPDs, and associated parking and drive aisles. Applicant: Professional StruCIVIL Engineers Inc.; Owner: Najib Wehbe**

The city staff recommended that the City Council approve the reconsideration of a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, six MPDs, three diesel MPDs, and associated parking and drive aisles.

Development Services Director Dunlop discussed the proposed reconsideration for the Specific Use Request.

**MOTION:** Upon a motion made by Council Member Deja Hill and seconded by Council Member Moreno to approve the reconsideration of a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, six MPDs, three diesel MPDs, and associated parking and drive aisles.

There was no further discussion.

**Motion to reconsider carried 7-0**

**13. Consideration, discussion, and possible action on a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, six MPDs, three diesel MPDs, and associated parking and drive aisles. Applicant: Professional StruCIVIL Engineers Inc.; Owner: Najib Wehbe**

The city staff recommended that the City Council approve a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, 8 MPDs, 4 diesel MPDs, and associated parking and drive aisles along with the following conditions: gas canopy rotated 90 degrees and to the side of the primary structure, no overnight truck parking, a minimum of 3 EV charging spaces, and TxDOT traffic improvement as shown on the conceptual site plan.

Development Services Director Dunlop discussed the proposed Special Use request.

A discussion was held regarding the clarification of the amount of EV charging spaces.

A discussion was held regarding the amounts of gas MPDs and diesel MPDs.

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Council Member Deja Hill expressed her concerns regarding the traffic and accidents.

A discussion was held regarding the Mexican market building proposal.

Mirza Tahir Baig with PSCE, Inc., spoke in regards to the proposed market building.

A discussion was held regarding TXDOT traffic improvements.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Moreno to approve a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, 8 gas MPDs, 4 diesel MPDs, and associated parking and drive aisles along with the following conditions: gas canopy rotated 90 degrees and to the side of the primary structure, no overnight truck parking, a minimum of 3 EV charging spaces, and TxDOT traffic improvement as shown on the conceptual site plan.

There was no further discussion.

**Motion to approve carried 6-1 (Council Member Weir voted against)**

Assistant City Attorney Rivera advised that Item No. 14 be moved after the annexation of items No. 15 and 16 due to the Specific Use Request.

At the direction of Mayor Harvey Item No. 15 and Item No. 16 were conducted next.

**15. Second and Final Reading: Consideration, discussion, and possible action on an Ordinance annexing 1.273 acres, more or less, being located in Travis County, Texas, including 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.**

The city staff recommended that the City Council approve the second and final reading of ordinance No. 750 annexing 1.273 acres, more or less, being located in Travis County, Texas, and adjacent and contiguous to the city limits, providing for an open meeting, and other related matters.

Development Services Director Dunlop discussed the proposed annexation.



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Ordinance No. 750: An Ordinance Of The City Of Manor, Texas Annexing 1.273 Acres Of Land, More Or Less Located In Travis County, Texas 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 Wallace and seconded by Council Member Amezcua to approve the second and final reading of Ordinance No. 750 annexing 1.273 acres, more or less, being located in Travis County, Texas, and adjacent and contiguous to the city limits, providing for an open meeting, and other related matters.

There was no further discussion.

**Motion to approve carried 7-0**

**16. Second and Final Reading: Consideration, discussion, and possible action on an Ordinance rezoning two (2) lots on 12.627 acres, more or less, and being located at 13105 FM 1100, Manor, TX from Agricultural (A) to Medium. Applicant: Professional StruCIVIL Engineers Inc.; Owner: Najib Wehbe**

The city staff recommended that the City Council approve the second and final reading of Ordinance No. 751 rezoning two (2) lots on 12.627 acres, more or less, and being located at 13105 FM 1100, Manor, TX from Agricultural (A) to Medium Commercial (C-2).

Development Services Director Dunlop discussed the proposed rezoning request.

Ordinance No. 751: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Agricultural (A) and Single-Family Suburban (SF-1) to Medium Commercial (C-2); Making Findings of Fact; and Providing for Related Matters.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to approve the second and final reading of Ordinance No. 751 rezoning two (2) lots on 12.627 acres, more or less, and being located at 13105 FM 1100, Manor, TX from Agricultural (A) to Medium Commercial (C-2).

A discussion was held regarding residents' concerns.

There was no further discussion.

**Motion to approve carried 7-0**

**14. Second and Final Reading: Consideration, discussion, and possible action on a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, six MPDs, three diesel MPDs, and associated parking and drive aisles.  
*Applicant: Professional StruCIVIL Engineers Inc.; Owner: Najib Wehbe***

The city staff recommended that the City Council approve a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, 8 gas MPDs, 4 diesel MPDs, and associated parking and drive aisles along with the following conditions: gas canopy rotated 90 degrees and to the side of the primary structure, no overnight truck parking, a minimum of 3 EV charging spaces, and TxDOT traffic improvement as shown on the conceptual site plan.

Development Services Director Dunlop discussed the proposed Specific Use request.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Moreno to approve a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, 8 gas MPDs, 4 diesel MPDs, and associated parking and drive aisles along with the following conditions: gas canopy rotated 90 degrees and to the side of the primary structure, no overnight truck parking, a minimum of 3 EV charging spaces, and TxDOT traffic improvement as shown on the conceptual site plan.

There was no further discussion.

**Motion to approve carried 6-1 (Council Member Weir voted against)**

**17. First Reading: Consideration, discussion, and possible action on an Ordinance of the City of Manor, Texas annexing a 1.222 acre, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits, making findings of fact, providing severability clause and an effective date, and providing for open meetings and other related matters.**

The city staff recommended that the City Council approve the first reading of an Ordinance of the City of Manor, Texas annexing a 1.222 acre, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits, making findings of fact, providing severability clause and an effective date, and providing for open meetings and other related matters.

Development Services Director Dunlop discussed the proposed annexation request.

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Ordinance: An Ordinance of The City of Manor, Texas Annexing 1.222 Acres of Land, More or Less; Being Located in Travis County, Texas and Adjacent and Contiguous to the City Limits; 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 Amezcua and seconded by Council Member Wallace to approve the first reading of an Ordinance of the City of Manor, Texas annexing a 1.222 acre, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits, making findings of fact, providing severability clause and an effective date, and providing for open meetings and other related matters.

There was no further discussion.

**Motion to approve carried 7-0**

**18. First Reading: Consideration, discussion, and possible action on the submission of a Specific Use Permit to permit up to 3,860 square feet of medical office and medical clinic in Manor Crossing Block A, Lot 7, being one (1) acre, more or less, and located at the northwest intersection of FM 973 and US HWY 290, Manor, TX.**

*Applicant: Development Collaborative LLC; Owner: Endeavor Real Estate Group, Inc.*

The city staff recommended that the City Council approve the submission of a Specific Use Permit to permit up to 3,860 square feet of medical office and medical clinic in Manor Crossing Block A, Lot 7, being one (1) acre, more or less, and located at the northwest intersection of FM 973 and US HWY 290, Manor, TX.

Development Services Director Dunlop discussed the proposed Specific Use Permit.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Moreno to approve the submission of a Specific Use Permit to permit up to 3,860 square feet of medical office and medical clinic in Manor Crossing Block A, Lot 7, being one (1) acre, more or less, and located at the northwest intersection of FM 973 and US HWY 290, Manor, TX.

A discussion was held regarding a different type of tenant that could change in the medical office space.

Buck Cody with Endeavor spoke regarding the sales tax that Chipotle would generate for the city and the reasons for the proposed medical office tenant next door.

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There was no further discussion.

**Motion to approve carried 7-0**

**19. First Reading: Consideration, discussion, and possible action on an Ordinance rezoning one (1) lot on 4.475 acres, more or less, and being located at 16011 E US Hwy 290, Manor, TX from (A) Agricultural to (C-3) Heavy Commercial.**

***Applicant: Phantastic Endeavor LLC; Owner: Kimley-Horn***

The city staff recommended that the City Council approve the first reading of an Ordinance rezoning one (1) lot on 4.475 acres, more or less, and being located at 16011 E US Hwy 290, Manor, TX from (A) Agricultural to (C-3) Heavy Commercial with the following uses removed: Adult-Oriented Business, Data Center, Light Industrial, Offices Warehouse, Product Development Services (general), Research Services (general), Truck Stop or Travel Center, and Vehicle Storage Facility.

Development Services Director Dunlop discussed the proposed rezoning request and presented the attached PowerPoint presentation.

The topic of discussion was the following:

- Location
- Zoning
- Future Land Use Map
- NED Business Operations
- Building Rendering Samples
- City Staff and P&Z Commission Recommendations
- Definition of Uses
- Additional Prohibited Uses
- Updated Rezoning Request

A discussion was held regarding P&Z Commission recommendations.

Jeremy Rogers with Kimley-Horn discussed the proposed rezoning request. He asked for the Council to consider keeping the Alcohol Beverage Establishment; Brewery (micro); Brewery (regional); Brewpub; Distillery (micro); and Distillery (regional) uses.

Ordinance: An Ordinance of The City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Agricultural (A) to Heavy Commercial (C-3); Making Findings of Fact; and Providing for Related Matters.

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**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to approve the first reading of an Ordinance rezoning one (1) lot on 4.475 acres, more or less, and being located at 16011 E US Hwy 290, Manor, TX from (A) Agricultural to (C-3) Heavy Commercial with the following uses removed: Adult-Oriented Business, Data Center, Light Industrial, Offices Warehouse, Product Development Services (general), Research Services (general), Truck Stop or Travel Center; Vehicle Storage Facility, gas station (full service); gas station (limited), and liquor store.

A discussion was held regarding the clarification of the proposed business and traffic concerns.

There was no further discussion.

**Motion to approve carried 7-0**

**20. Consideration, discussion, and possible action on a License Agreement for the New Haven Development.**

The city staff recommended that the City Council approve a License Agreement for the New Haven Development and authorize the City Manager to execute the agreement.

Development Services Director Dunlop discussed the proposed license agreement.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to approve a License Agreement for the New Haven Development and authorize the City Manager to execute the agreement.

A discussion was held regarding flooding concerns.

There was no further discussion.

**Motion to approve carried 7-0**

**21. Consideration, discussion, and possible action on a Subdivision Concept Plan for three hundred and twenty-five (325) lots on 113.415 acres, more or less, and being located at the intersection of N. FM 973 and Old Manor Taylor Rd, Manor, TX.**

*Applicant: Jamison Civil Engineering LLC; Owner: Okra Land Incorporated*

The city staff recommended that the City Council approve a Subdivision Concept Plan for three hundred and twenty-five (325) on 113.415 acres, more or less, and being located at located at the intersection of N. FM 973 and Old Manor Taylor Rd, Manor, TX.

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Development Services Director Dunlop discussed the proposed Subdivision Concept Plan and presented the attached PowerPoint presentation.

The topic of discussion was the following:

- Location
- Land Use Summary
- Park Land Dedication
- 2.5 Acre Park Amenities
- 1.0 Acre Dog Park
- Pocket Park

Rachel Shanks with Okra spoke regarding the proposed trail and landscaping design.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Amezcua to approve a Subdivision Concept Plan for three hundred and twenty-five (325) on 113.415 acres, more or less, and being located at located at the intersection of N. FM 973 and Old Manor Taylor Rd, Manor, TX.

There was no further discussion.

**Motion to approve carried 7-0**

**22. Consideration, discussion, and possible action on a Development Agreement for 14704 US Hwy 290 Development located at 14704 US Hwy 290.**

The city staff recommended that the City Council approve a Development Agreement for 14704 US Hwy 290 Development located at 14704 US Hwy 290.

Development Services Director Dunlop discussed the proposed agreement.

Bruce Raney, 14704 Hwy 290, Manor, 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 Wallace and seconded by Council Member Amezcua to approve a Development Agreement for 14704 US Hwy 290 Development located at 14704 US Hwy 290.

There was no further discussion.

**Motion to approve carried 7-0**

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**23. Consideration, discussion, and possible action on a City of Manor, Texas Deposit Agreement for the Proposed Water Service Transfer for the Monarch Ranch Commercial Development.**

The city staff recommended that the City Council approve the City of Manor, Texas Deposit Agreement for the Proposed Water Service Transfer for the Monarch Rance Commercial Development and authorize the City Manager to execute the agreement.

Development Services Director Dunlop discussed the proposed deposit agreement.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Weir to approve the City of Manor, Texas Deposit Agreement for the Proposed Water Service Transfer for the Monarch Rance Commercial Development and authorize the City Manager to execute the agreement.

There was no further discussion.

**Motion to approve carried 7-0**

Mayor Harvey advised that he would be abstaining from discussing and considering the following item. The appropriate Conflict of Interest Affidavit was filled out and filed with the City Secretary.

**24. Consideration, discussion and possible action on an Interlocal Agreement Between Manor Independent School District and the City of Manor for the Summer Library Program.**

The city staff recommended that the City Council approve the Interlocal Agreement Between Manor Independent School District and the City of Manor and authorize the City Manager to sign the agreement.

City Manager Moore discussed the proposed interlocal agreement.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Council Member Wallace to approve the Interlocal Agreement Between Manor Independent School District and the City of Manor and authorize the City Manager to sign the agreement.

A discussion was held regarding clarification on when the funds would be distributed.

A discussion was held regarding Manor ISD providing an updated report after the program.

There was no further discussion.

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**Motion to approve carried 6-0**

**25. Consideration, discussion, and possible action on a Sub-Grant Award for the Hazard Mitigation Grant Program (HMGP), 4485, Texas Covid-19 Pandemic.**

The city staff recommended that the City Council accept a sub-grant award for the Hazard Mitigation Grant Program (HMGP), 4485, Texas Covid-19 Pandemic., and authorize the City Manager to execute the award letter.

City Manager Moore discussed the award letter.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to accept a sub-grant award for the Hazard Mitigation Grant Program (HMGP), 4485, Texas Covid-19 Pandemic., and authorize the City Manager to execute the award letter.

There was no further discussion.

**Motion to accept carried 7-0**

Mayor Harvey adjourned the special session of the Manor City Council into Executive Session at 9:36 p.m. on Tuesday, June 18, 2024, in accordance with the requirements of the Open Meetings Law.

**EXECUTIVE SESSION**

The Manor City Council convened into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in - *Sections 551.071 and 551.072, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel and to deliberate the purchase of real property; Sections 551.071 Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Shadowglen PUD; Sections 551.071 Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding subdivision drainage improvements; and Section 551.071 Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the Dalfen project* at 9:36 p.m. on Tuesday, June 18, 2024.

The Executive Session was adjourned at 10:39 p.m. on Tuesday, June 18, 2024.



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**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 the Closed Executive Session at 10:39 p.m. on Tuesday, June 18, 2024.

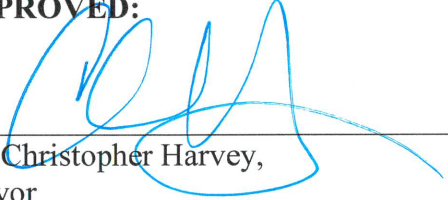
There was no further discussion, and no action was taken.

**ADJOURNMENT**

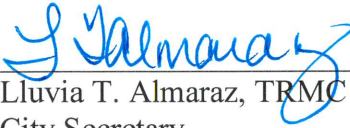
The Special Session of the Manor City Council was Adjourned at 10:39 p.m. on Tuesday, June 18, 2024.

These minutes were approved by the Manor City Council on July 3, 2024.

**APPROVED:**

  
\_\_\_\_\_  
Dr. Christopher Harvey,  
Mayor

**ATTEST:**

  
\_\_\_\_\_  
Lluvia T. Almaraz, TRMC  
City Secretary



**JULY 4, 2024  
FROM 4 PM TO 10 PM**



**4th OF JULY**  
**MANOR**

**FOOD • LIVE MUSIC • FUN GAME  
MARKET • SKY DIVING SHOW  
WATER SLIDES**

**FIREWORK SHOW @ 9:30 PM**

**Live Music By REWIND BAND @ 7:30 PM**

Join our America's independence celebration, with various activities, water slides, sky diving show, fireworks show and delicious food that will make your day even more special.

Don't forget to bring your blanket or/& chairs.

**15317 Us Hwy 290 E. Manor TX 78653**

 City Hall  
105 E. Eggleston St., Manor TX, 78653

 (512) 272-5555





SEATING STARTS AT 7:30 P.M. | MOVIE STARTS AT DUSK  
TIMMERMANN PARK, 12616 SKIMMER RUN MANOR TX  
FREE ADMISSION | BRING YOUR OWN CONCESSIONS  
BRING YOUR OWN BLANKET OR CHAIR

Kung Fu  
Panda 4

The Marvels

League of  
Super-Pets

Migration



June 14

July 12

July 26

August 9

Please follow these guidelines

- Pets must be on a leash at all times
- Pet owners must pick up after their pets
- No alcohol or glass containers
- Silence your cell phones



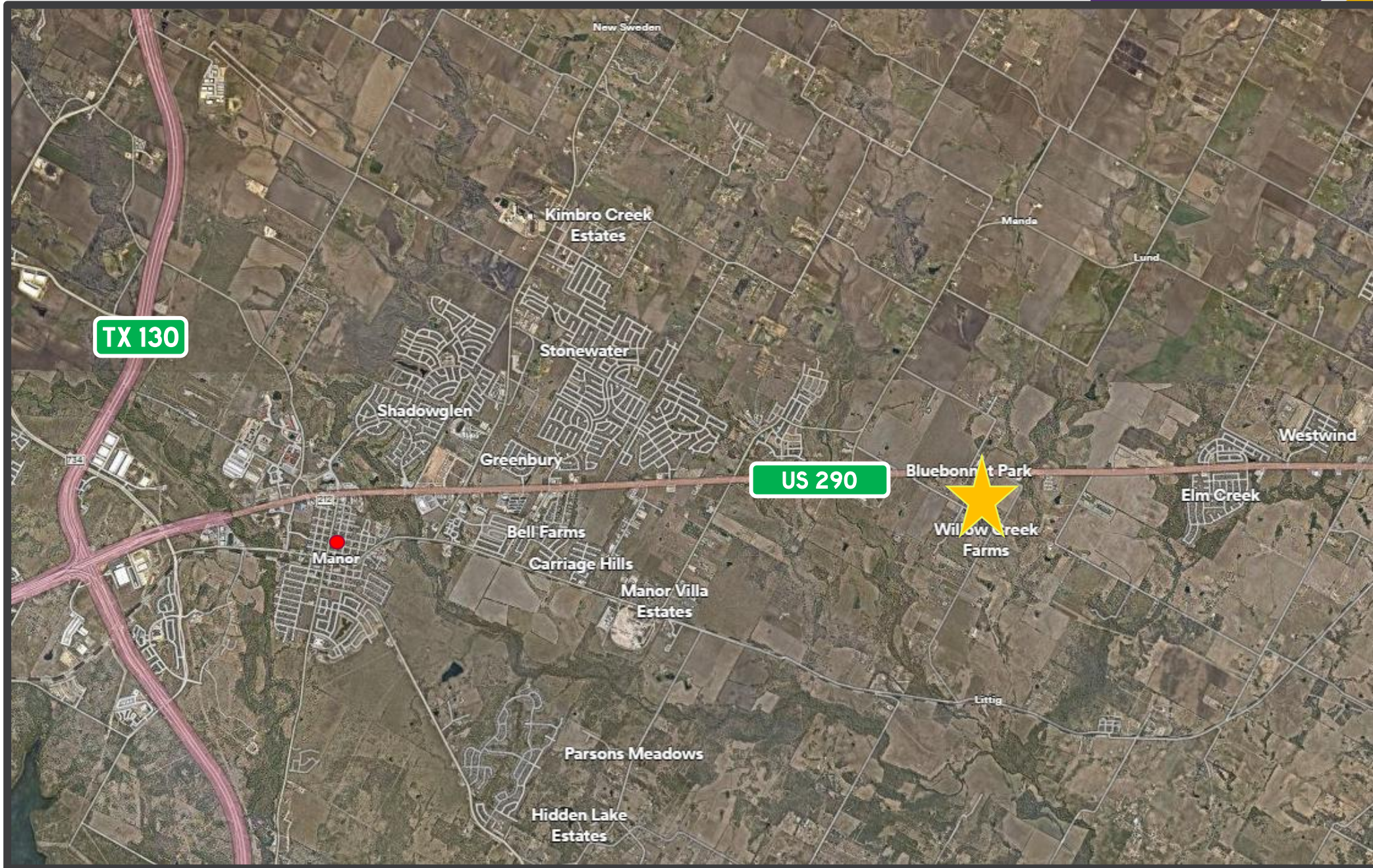
# 16011 E US HWY 290 Rezoning

2024-P-1643-ZO

June 17, 2024



# Location



# Zoning

## Existing:

Agricultural (A)

## Requesting:

Heavy Commercial  
(C-3)

*“Heavy commercial uses should have direct frontage along major highways.”*

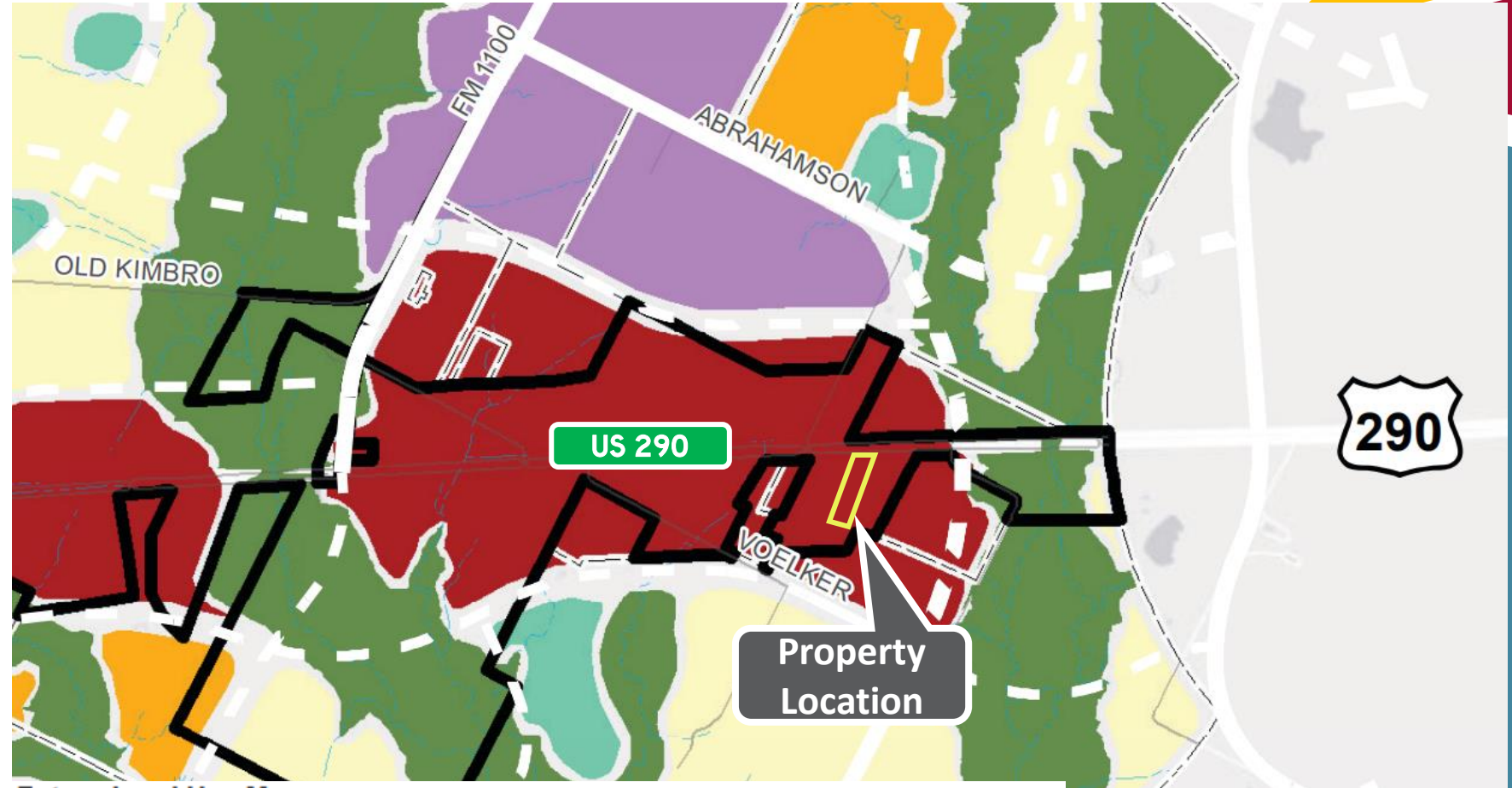
§ 14.02.015(a) Manor Code of Ordinances



# Future Land Use Map

## Commercial Corridor

*“This category consists of nonresidential land uses that meet the needs of both local and regional residents”*



**Future Land Use Map**

**Land Use Descriptions**

- |                            |                      |                   |
|----------------------------|----------------------|-------------------|
| Neighborhoods              | Employment           | Manor City Limits |
| Mixed-Density Neighborhood | Public/Semi-Public   | Manor ETJ         |
| Neighborhood Mixed-Use     | Commercial Corridor  |                   |
|                            | Parks and Open Space |                   |
|                            | Community Mixed-Use  |                   |

- National Equipment Dealers (NED) has over 30 years of industry experience in equipment sales, rentals, and customer support
- Approximately 20-30 employees at this site
- Offers a variety of services including equipment rental, sales, sales of equipment parts, and customer support.



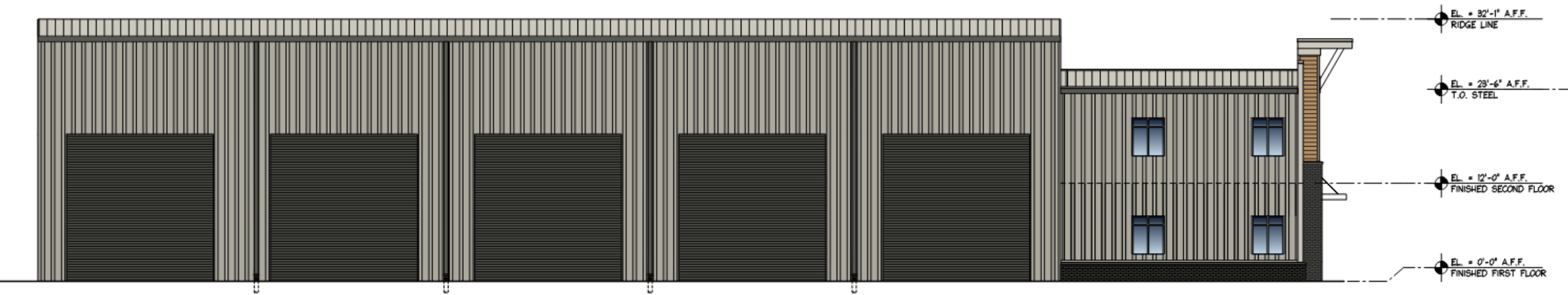
## NED Business Operations







# Example Building Rendering



# Example Building Rendering

# June 12 P&Z Meeting Results

Received a positive recommendation with prohibited uses

## Staff's recommended prohibited uses:

- *Adult-Oriented Businesses*
- *Data Center*
- *Light Industrial*
- *Offices, Warehouse*
- *Product Development Services*
- *Research Services*
- *Truck stop or Travel Center*
- *Vehicle Storage Facility*

## P&Z's recommended prohibited uses:

- *Gas Station (full service)*
- *Gas Station (limited);*
- *Alcohol Beverage Establishment Brewery (micro)*
- *Brewery (regional)*
- *Brewpub*
- *Distillery (micro)*
- *Distillery(regional)*
- *Liquor store*

# Definition of Uses

- *Offices, Warehouse:* a building, or a portion of a building which is a structurally separate and functionally distinct unit, primarily devoted to storage, warehousing and distribution of goods, merchandise, supplies, and equipment. Accessory uses may include retail and wholesale sales areas, sales offices, and display areas for products sold and distributed from the storage and warehousing areas.
- *Product Development Services:* development and testing of non-hazardous products related to research services.
- *Research Services:* establishments engaged in research of an industrial or scientific nature not involving or requiring the use of any biological, chemical or other agent that could cause a hazard to adjacent property. Typical uses include electronics research laboratories, and development and testing of computer software packages

# Additional Prohibited Uses

*“The P&Z Commission felt that alcohol sales were not appropriate for the area and next to heavy machinery sales.”*

- We respectfully request to allow these uses to remain in C-3
  - Alcohol-related uses requires separate TABC permit
  - Alcohol-related uses must meet certain conditions at time of Site Plan
  - There is no intent to provide alcohol-related uses in combination with this proposed use
    - ✓ Allowing these uses supports entertainment and commercial redevelopment opportunities in the future

# Updated Rezoning Request

## Existing:

Agricultural (A)

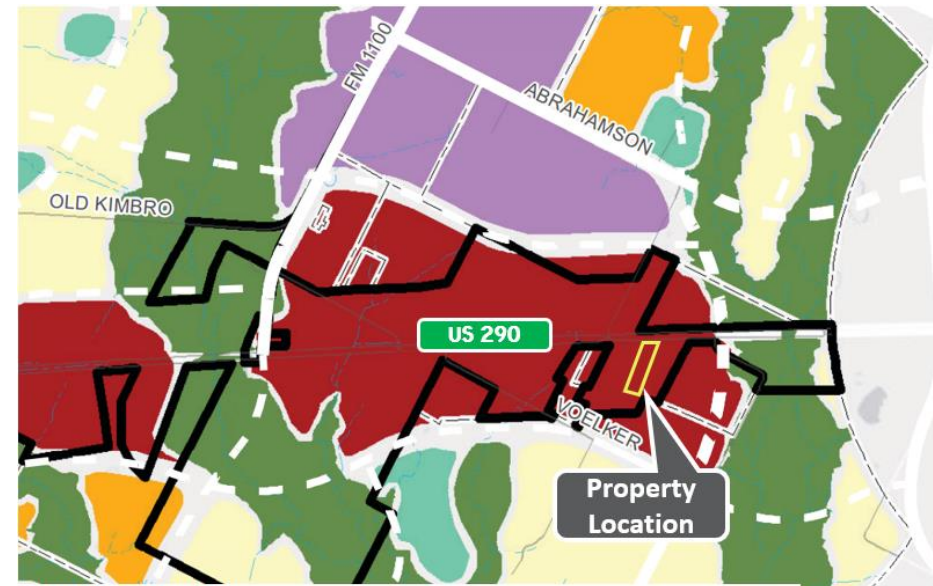
## Requesting:

Heavy Commercial (C-3) with the removal of:

- Adult-Oriented Businesses
- Truck Stop or Travel Center
- Vehicle Storage Facility

*“Heavy commercial uses should have direct frontage along major highways.”*

§ 14.02.015(a) Manor Code of Ordinances



Future Land Use Map

Land Use Descriptions	Color	Symbol
Neighborhoods	Yellow	
Mixed-Density Neighborhood	Orange	
Neighborhood Mixed-Use	Light Green	
Public/Semi-Public	Blue	
Parks and Open Space	Green	
Downtown Mixed-Use	Pink	
Employment	Purple	
Commercial Corridor	Red	
Community Mixed-Use	Dark Red	
Manor City Limits		Manor City Limits Symbol
Manor ETJ		Manor ETJ Symbol

# Thank you

**Jeremy Rogers**

Jeremy.Rogers@kimley-horn.com

**Jonathan Sosebee, AICP**

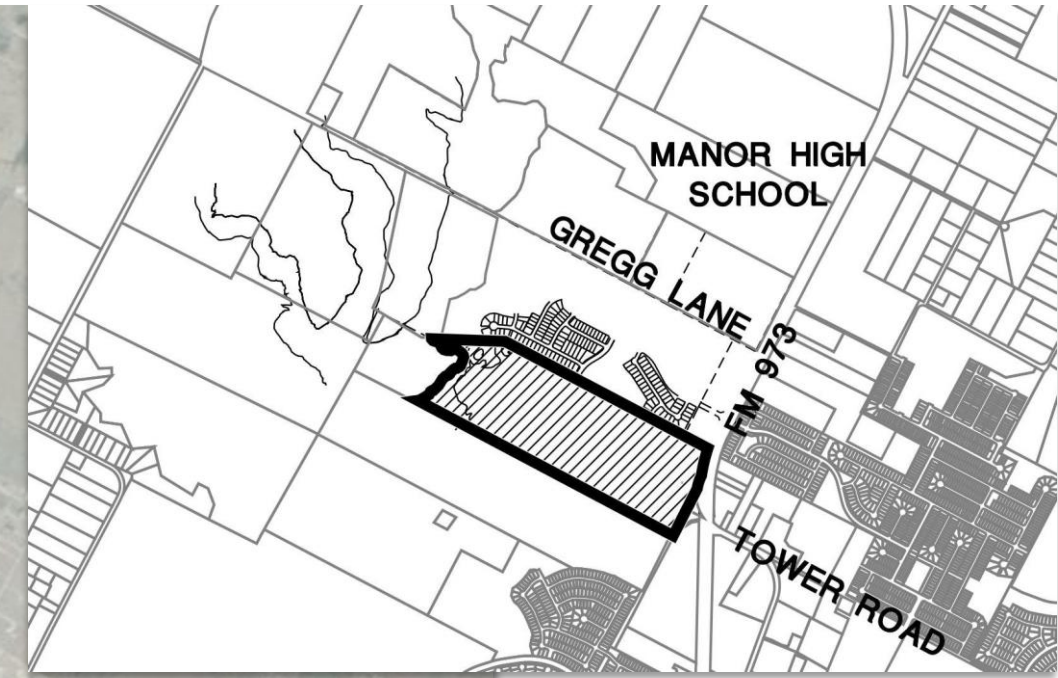
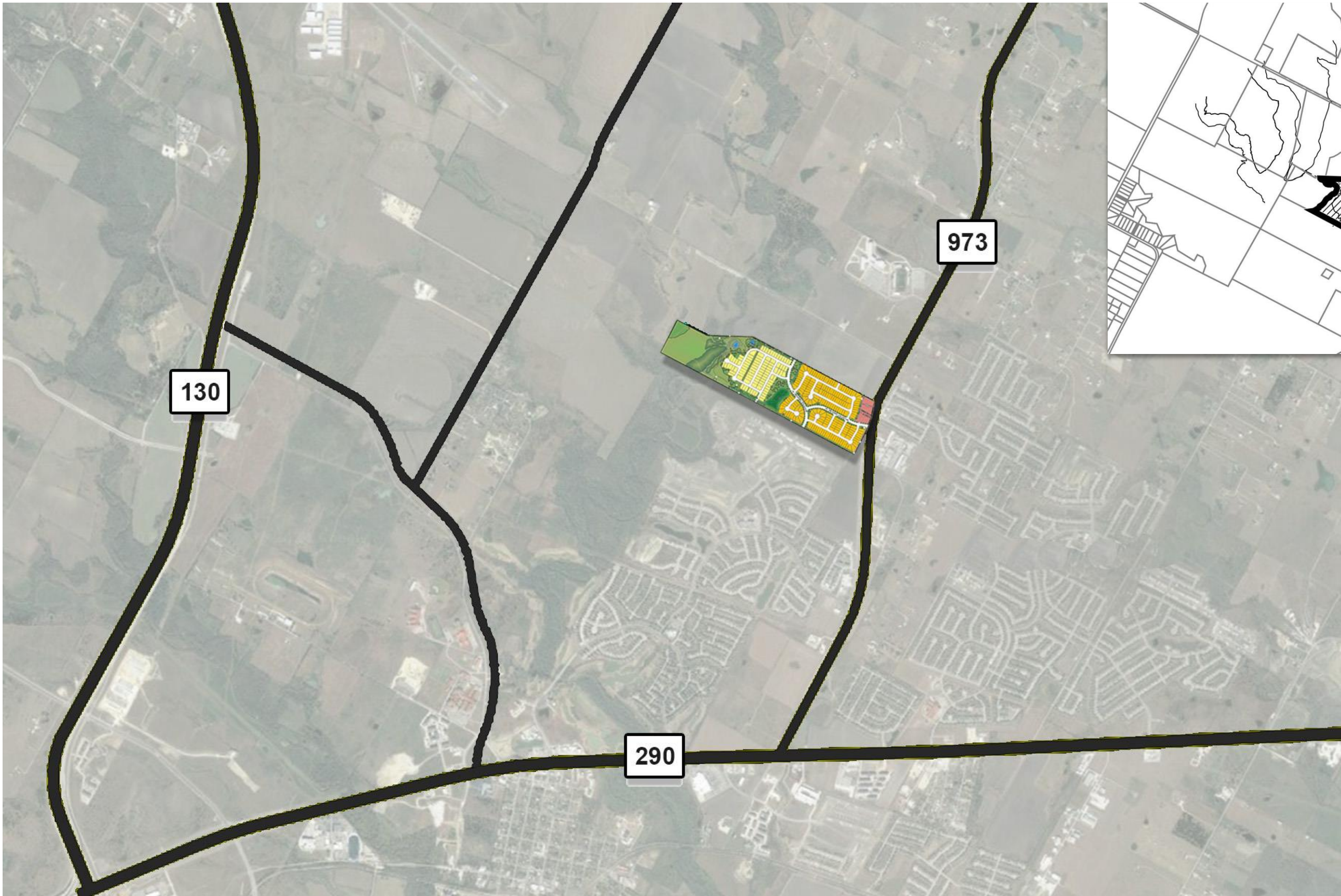
Jonathan.Sosebee@kimley-horn.com





**OKRA**  
PLANNED UNIT DEVELOPMENT





The Okra Tract Planned Unit Development (PUD) is comprised of approximately 136.3 acres. The development of this property is a combination of light commercial along FM 973 at the eastern edge of the property and a single-family detached residential community of the remainder of the property.

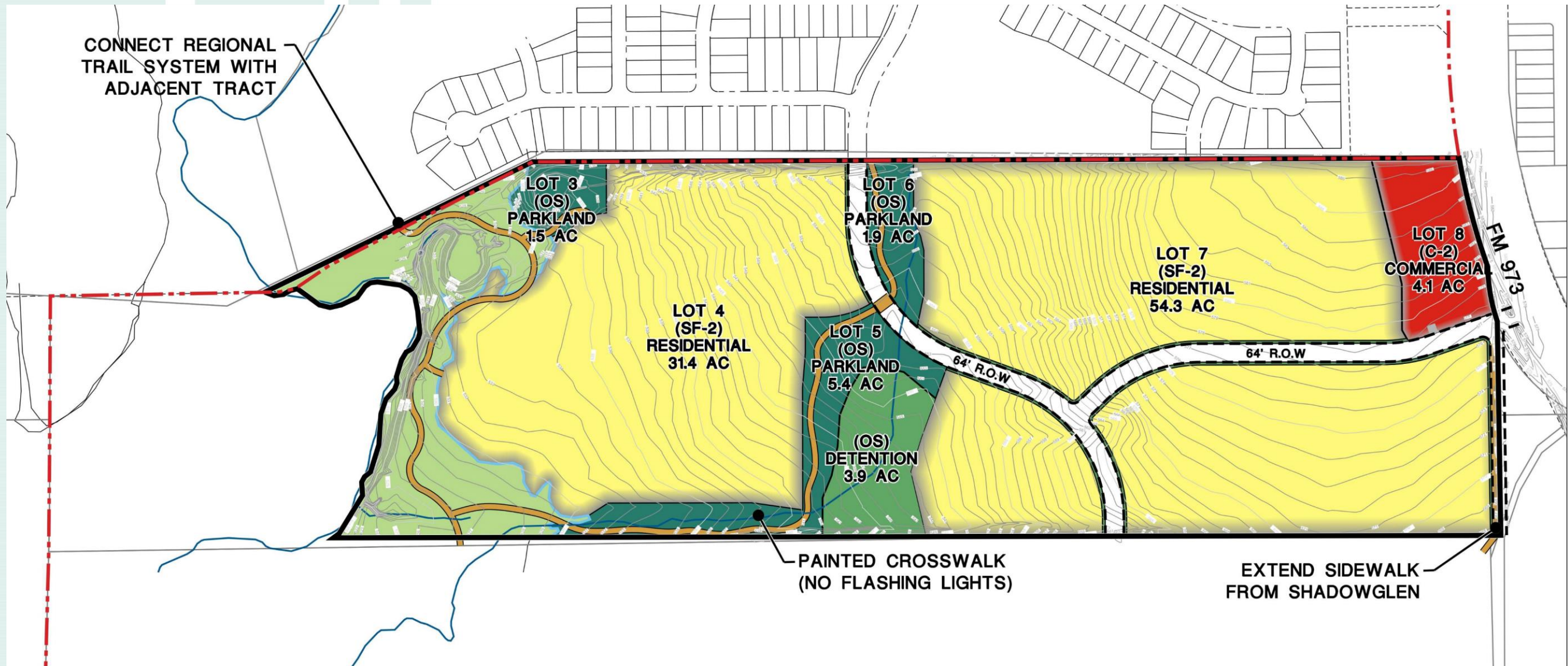
## REGIONAL CONTEXT / PROPERTY LOCATION



LAND USE SUMMARY		
	ACRES	UNITS
<span style="display:inline-block; width:15px; height:10px; background-color:yellow; border:1px solid black;"></span> 50' x 125' RESIDENTIAL	45.4 acres	208 units
<span style="display:inline-block; width:15px; height:10px; background-color:lightyellow; border:1px solid black;"></span> 60' x 125' RESIDENTIAL	25.5 acres	101 units
<span style="display:inline-block; width:15px; height:10px; background-color:lightcoral; border:1px solid black;"></span> COMMERCIAL	4.1 acres	
<span style="display:inline-block; width:15px; height:10px; background-color:white; border:1px solid black;"></span> MAJOR R.O.W.	5.5 acres	
<span style="display:inline-block; width:15px; height:10px; background-color:lightgreen; border:1px solid black;"></span> FLOODPLAIN	31.4 acres	
<span style="display:inline-block; width:15px; height:10px; background-color:lightgreen; border:1px solid black;"></span> OPEN SPACE	24.4 acres	
<b>TOTAL:</b>	<b>136.3 acres</b>	<b>309 units</b>

\*INCLUDES PARKS, DETENTION, EASEMENTS, DRAINAGE CHANNELS AND LANDSCAPE BUFFERS

## LAND USE SUMMARY



LAND USE PARCEL TABLE

LAND USE	ACREAGE	LOTS	DENSITY
(SF-2) RESIDENTIAL	86.0 ACRES	325 LOTS	3.7 DU/AC
(C-2) MEDIUM COMMERCIAL	4.1 ACRES	1 LOTS	
FLOODPLAIN (RETAINED BY OWNER)	10.9 ACRES	1 LOTS	
(OS) PARKLAND	8.8 ACRES	3 LOTS	
(OS) DETENTION	3.9 ACRES	1 LOTS	
<b>TOTAL</b>	<b>113.4 ACRES</b>		<b>2.9 DU/AC</b>

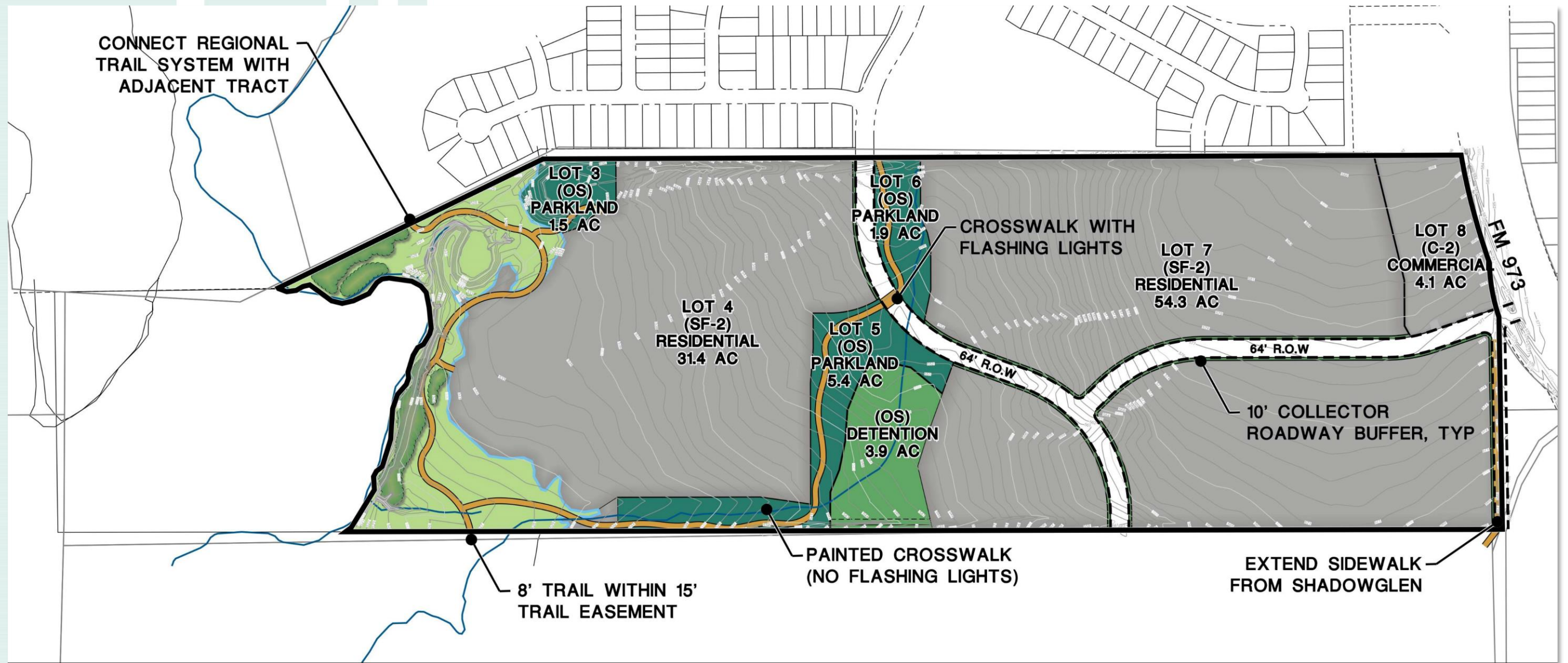
LEGEND

- PLAN BOUNDARY
- PROPOSED RIGHT-OF-WAY
- CITY LIMITS
- 8' TRAILS



Scale: 1" = 300'

# LAND USE



**PARK PLAN**  
**PARK LAND DEDICATION:**



North



Scale: 1" = 300'



$$\frac{325}{(\text{number of dwelling units})} / 66 \times 1 = \frac{4.9}{(\text{required park acreage})} \quad \frac{8.8}{(\text{proposed park acreage})}$$

8' CONCRETE TRAILS 4,733 L.F

**PARK LAND DEDICATION**

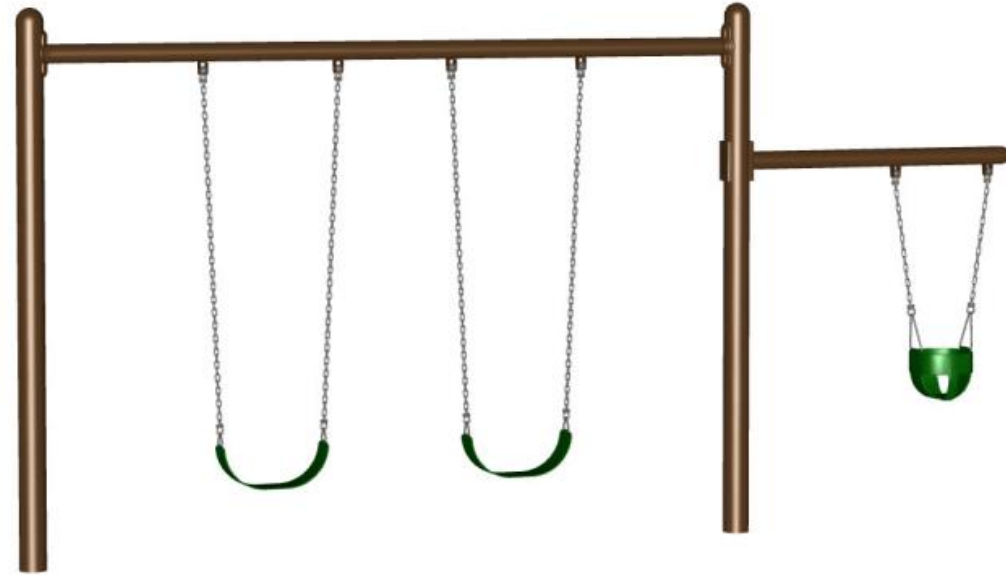


## 2.5 ACRE PARK

- Age 5-12  
Playground with shade structure
- Age 2-5  
Playground with shade structure
- 20'x30' Pavilion
- Basketball Court



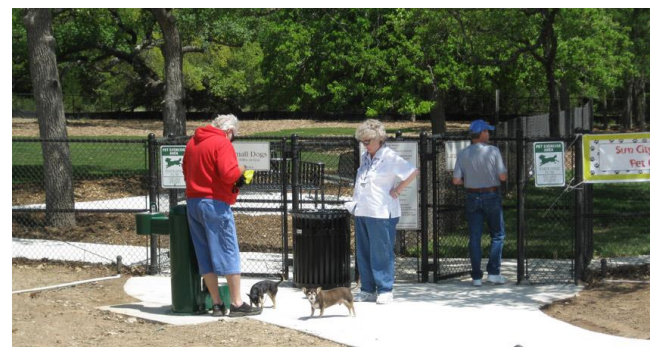
# PLAYGROUND CONCEPT



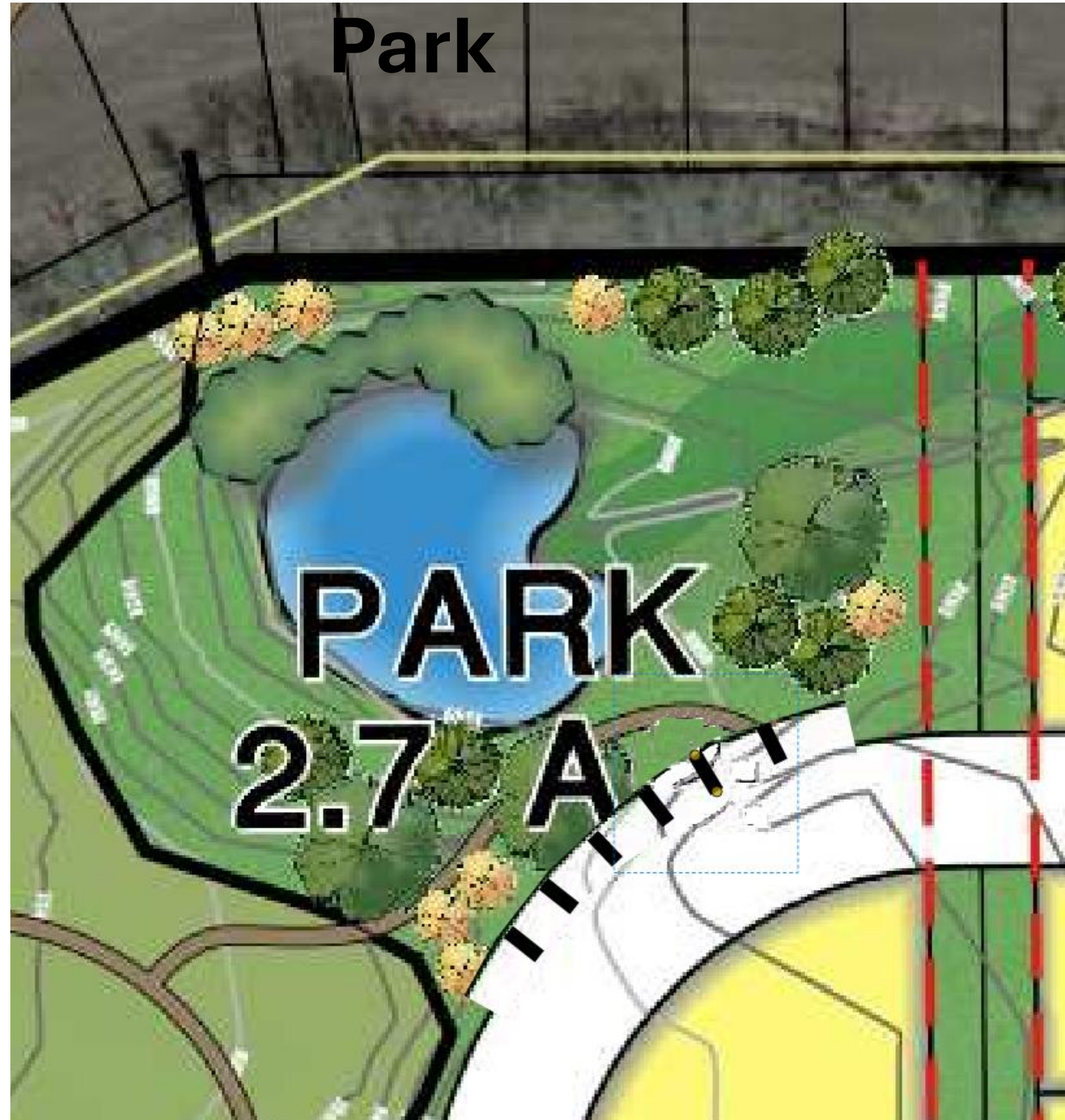


## 1.0 ACRE DOG PARK

- Minimum 10,000 sf fenced in dog park for large and small dogs
- An 8' concrete trail providing pedestrian / bicycle access



# Pocket Park







# QUESTIONS

PLANNED UNIT DEVELOPMENT