



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, December 18, 2024 at 7:00 PM

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

AGENDA

This meeting will be live-streamed on Manor's YouTube Channel
You can access the meeting at <https://www.cityofmanor.org/page/livestream>

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

INVOCATION

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Non-Agenda Item Public Comments (white card): 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.

*Agenda Item Public Comments (yellow card): Comments will be taken from the audience on non-agenda and agenda items combined for a length of time, not to exceed five (5) minutes total per person on all items, except for Public Hearings. Comments on Public Hearing items must be made when the item comes before the Council and, not to exceed two (2) minutes per person. **No Action or Discussion May be Taken by the City Council during Public Comments on Non-Agenda Items.***

To address the City Council, please complete the white or yellow card and present it to the designated area prior to the meeting.

PUBLIC HEARINGS

- 1. Conduct a public hearing for the creation of a Tax Increment Reinvestment Zone (TIRZ #2) containing approximately 927.5 acres of land within the City and the City's extraterritorial jurisdiction.**
Submitted by: Scott Jones, Economic Development Director

2. **Conduct a public hearing on an ordinance rezoning one (1) lot on 4.879 acres, more or less, and being located at 16023 E US Hwy 290, Manor, TX from (GO) General Office to (C-3) Heavy Commercial.**
Submitted by: Michael Burrell, Interim Development Services Director

3. **Conduct a public hearing on an ordinance rezoning three (3) lots on 0.2376 acres, more or less, and being located at the southwest corner of the intersection of E. Parsons St. and Lexington St., Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.**
Submitted by: Michael Burrell, Interim Development Services Director

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.

4. **Consideration, discussion, and possible action to approve the City Council Minutes of December 4, 2024, City Council Regular Meeting.**
Submitted by: Lluvia T. Almaraz, City Secretary

5. **Consideration, discussion, and possible action on accepting the November 2024 City Council Monthly Reports.**
Submitted by: Scott Moore, City Manager

6. **Consideration, discussion, and possible action on accepting the November 2024 Departmental Reports.**
Submitted by: Scott Moore, City Manager
 - **Police – Ryan Phipps, Chief of Police**
 - **Travis County ESD No. 12 – Chris McKenzie, Interim Fire Chief**
 - **Economic Development – Scott Jones, Economic Development Director**
 - **Development Services – Michael Burrell, Interim 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**

7. **Consideration, discussion, and possible action on a license agreement for Calvary East Metro Church, located at 407 E Eggleston St. Manor, Texas.**
Submitted by: Michael Burrell, Interim Development Services Director

8. **Consideration, discussion, and possible action on a license agreement with Shadowglen Phase 3.**
Submitted by: Michael Burrell, Interim Development Services Director

REGULAR AGENDA

9. **Consideration, discussion, and possible action on 5-year agreement between the City of Manor and Axon Enterprise, Inc. for the purchase of 40 Taser 10 devices for the Manor Police Department.**
Submitted by: Ryan Phipps, Chief of Police
10. **Consideration, discussion, and possible action on the 2025 Texas Youth Advisory Commission (YAC) Summit.**
Submitted by: Scott Moore, City Manager
11. **Consideration, discussion, and possible action on appointing Commissioners to serve in the Manor Youth Advisory Commission and administer the Oath-of-Office.**
Submitted by: Yalondra M. Valderrama Santana, Heritage & Tourism Manager
12. **First Reading: Consideration, discussion, and possible action on an ordinance rezoning one (1) lot on 4.879 acres, more or less, and being located at 16023 E US Hwy. 290, Manor, TX from (GO) General Office to (C-3) Heavy Commercial.**
Submitted by: Michael Burrell, Interim Development Services Director
13. **First Reading: Consideration, discussion, and possible action on an ordinance rezoning three (3) lots on 0.2376 acres, more or less, and being located at the southwest corner of the intersection of E. Parsons St and Lexington St., Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.**
Submitted by: Michael Burrell, Interim Development Services Director
14. **Consideration, discussion, and possible action on a City of Manor, Texas Deposit Agreement for the Proposed Wastewater Service Transfer for the Manor Downs Project.**
Submitted by: Michael Burrell, Interim Development Services Director
15. **Consideration, discussion, and possible action on an ordinance designating a geographic area within the city and the City's Extraterritorial Jurisdiction as a Tax Increment Reinvestment Zone, Pursuant to Chapter 311 of the Texas Tax Code, Known as Tax Increment Reinvestment Zone Number Two (TIRZ #2), City of Manor, Texas; Describing the Boundaries of the Zone, Creating a Board of Directors for the Zone and Appointing Members of the Board; Establishing a Tax Increment Reinvestment Zone Fund for the Zone.**
Submitted by: Scott Jones, Economic Development Director
16. **Consideration, discussion, and possible action on an amendment to the Chapter 380 Agreement, the Lexington at Boyce, with Davis Capital Investments, LLC.**
Submitted by: Scott Jones, Economic Development Director
17. **Consideration, discussion, and possible action on a construction agreement for Ring Drive sidewalk installation.**
Submitted by: Matthew Woodard, Public Works Director

- 18. Consideration, discussion, and possible action on an ordinance for the purpose of amending the City Council Rules of Procedure to Govern the Conduct of City Council Meetings; Amending Section 1.04.002 of the Manor Code of Ordinances to refer to the new Rules of Procedure.**

Submitted by: Scott Moore, City Manager

- 19. Consideration, discussion, and possible action on canceling the January 1, 2025, Regular City Council Meeting and setting a Called Special Session.**

Submitted by: Scott Moore, City Manager

EXECUTIVE SESSION

The City Council will now Convene into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in:

- *Section 551.074 Personnel Matters – Discussion of City Manager’s Employment and Municipal Court Judge Employment;*
- *Sections 551.071 and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the EntradaGlen PID;*
- *Section 551.071 Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the Hibbs Lane Parcel;*
- *Section 551.071 Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Agreements with Travis County Emergency Services District 12;*
- *Sections 551.071, 551.087, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Project Maroon;*
- *Section 551.071 and 551.072, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the purchase of the Zalaram LLC property at 0.789 acre tract of land;*
- *Sections 551.071 and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Public Safety; and*
- *Sections 551.07, 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*

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.

20. **Consideration, discussion, and possible action on the First Amendment to the City of Manor, Texas, Deposit Agreement EntradaGlen PID with Las Entradas Development Corporation.**
Submitted by: Scott Moore, City Manager
21. **Consideration, discussion, and possible action on a resolution authorizing the purchase and closing of a tract of real property consisting of 0.789 acres, more or less, located in Travis County, Texas, plus closing costs, title insurance cost, providing for approval of the purchase and sale agreement and an amendment to the agreement; and providing for related matters.**
Submitted by: Scott Moore, City Manager
22. **Consideration, discussion, and possible action on a City of Manor, Texas Employment Agreement for Judicial Services for Municipal Court Judge for the position of Presiding Judge for the Manor Municipal Court.**
Submitted by: Tracey Vasquez, HR Director
23. **Consideration, discussion, and possible action on a City Manager Professional Services Contract.**
Submitted by: Tracey Vasquez, HR Director

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: Saturday, December 14, 2024, 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 10 days prior to this meeting. Please contact the City Secretary at 512.215.8285 or e-mail lalmaraz@manortx.gov