



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

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## City Council Regular Meeting

Wednesday, November 17, 2021 at 7:00 PM

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

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### AGENDA

**CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

**PLEDGE OF ALLEGIANCE**

**PROCLAMATIONS**

- A. Declaring the week of November 15 – 21, 2021, as “National Apprenticeship Week”**

**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.*

**REPORTS**

*Reports about items of community interest on which no action will be taken.*

- A. Affordable Housing**  
*Submitted by: Mayor Harvey*
- B. Incubator spaces for small business development**  
*Submitted by: Mayor Harvey*
- C. Animal Control Concerns**  
*Submitted by: Ryan Phipps, Chief of Police*
- D. City Manager’s Report**  
*Submitted by: Scott Dunlop, Interim City Manager*
- **Upcoming Development Projects**
  - **American Rescue Plan Fund**

- **Broadband Concerns**
- **City Events**

**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 of the November 3, 2021, City Council Regular Meeting.**  
*Submitted by: Lluvia T. Almaraz, City Secretary*
  
2. **Consideration, discussion, and possible action on the acceptance of the October 2021 Departmental Reports.**  
*Submitted by: Scott Dunlop, Interim City Manager*
  - **Police – Ryan Phipps, Chief of Police**
  - **Development Services – Scott Dunlop, Development Services Director**
  - **Community Development – Debbie Charbonneau, Heritage and Tourism Manager**
  - **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**
  
3. **Consideration, discussion, and possible action on a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).**  
*Applicant: SEC Planning*  
*Owner: Enfield Partners LLC*  
*Submitted by: Scott Dunlop, Interim City Manager*

**REGULAR AGENDA**

4. **Consideration, discussion, and possible action to approve an ordinance authorizing the issuance of "City Of Manor, Texas Combination Tax And Revenue Certificates Of Obligation, Series 2021"; authorizing the sale thereof; enacting provisions related to the issuance of the certificates.**  
*Submitted by: Lydia Collins, Director of Finance*
  
5. **Consideration, discussion, and possible action to approve a resolution expressing intent to finance expenditures to be incurred by the City of Manor, Texas.**  
*Submitted by: Lydia Collins, Director of Finance*
  
6. **Consideration, discussion, and possible action to approve a resolution authorizing the hiring of bond counsel on a contingency fee basis.**  
*Submitted by: Lydia Collins, Director of Finance*

7. **Consideration, discussion, and possible action on the first amendment to the Development Agreement for the Palomino Development.**  
*Submitted by: Scott Dunlop, Interim City Manager*
8. **Consideration, discussion, and possible action on Exterior Renovation of the Historic Riveted Cone Elevated 50-thousand-gallon storage tank.**  
*Submitted by: Michael Tuley, Director of Public Works*
9. **Consideration, discussion, and possible action on an ordinance amending the Manor Code of Ordinances Chapter 1 – General Provisions; Article 1.04 – Section 1.04002 Rules of Procedure.**  
*Submitted by: Lluvia T. Almaraz, City Secretary*
10. **Consideration, discussion, and possible action on the appointment of Mayor Pro Tem to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim City Manager*
11. **Consideration, discussion, and possible action on the appointment of two (2) Budget Committee Council Members; and Chairperson to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim City Manager*
12. **Consideration, discussion, and possible action on the appointment of two (2) Public Improvement District (PID) Committee Council Members; and Chairperson to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim City Manager*
13. **Consideration, discussion, and possible action on the appointment of two (2) Park Committee Council Members; and Chairperson to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim City Manager*
14. **Consideration, discussion, and possible action on the appointment of two (2) Public Tree Advisory Board Council Members; and Chairperson to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim City Manager*
15. **Consideration, discussion, and possible action on the appointment of two (2) Economic Development Committee Council Members; and Chairperson to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim City Manager*
16. **Consideration, discussion, and possible action on the appointment of the Mayor, City Manager, Chief of Police, and two (2) Emergency Management Committee Council Members to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim City Manager*
17. **Consideration, discussion, and possible action on the appointment of two (2) Public Safety Committee Council Members; and Chairperson to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim City Manager*

- 18. Consideration, discussion, and possible action on the appointment of the Tax Increment Reinvestment Zone, Number One, Board of Directors to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim City Manager*
- 19. Consideration, discussion, and possible action on the appointment of two (2) Capital Improvement Committee Council Members; and Chairperson to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim City Manager*
- 20. Consideration, discussion, and possible action on the appointment of two (2) Education Committee Council Members; and Chairperson to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim City Manager*
- 21. Consideration, discussion, and possible action on the appointment of two (2) Health Care Committee Council Members; and Chairperson to serve a one-year term.**  
*Submitted by: Scott Dunlop, Interim 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 551.071, 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 Allocation of Sales Tax Revenue for the Development of Infrastructure by the City of Manor and Travis County Emergency Services District No. 12*

## **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, November 12, 2021, by 8:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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/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](mailto:lalmaraz@cityofmanor.org) .