



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, February 07, 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.youtube.com/@cityofmanorsocial/streams>

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

INVOCATION

PLEDGE OF ALLEGIANCE

PROCLAMATIONS

- A. Declaring the month of February, as “*Black History Month*”

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 City Secretary, or designee prior to the meeting.

REPORTS

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

- A. **2024 Proposed City Events and Application Process**
Submitted by: Yalondra M. Valderrama Santana, Heritage and Tourism Manager

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 January 17, 2024, City Council Regular Meeting.**
Submitted by: Lluvia T. Almaraz, City Secretary
- 2. Consideration, discussion, and possible action on the Purchase Agreement with Manor Car Wash, LLC for a waterline easement and temporary construction easement for Parcel No. 3.**
Submitted by: Scott Moore, City Manager

REGULAR AGENDA

- 3. Consideration, discussion, and possible action on an amendment to Change Order No. 1 to the construction contract for the FY2022 Capital Metro Pavement Improvements project.**
Submitted by: Pauline M. Gray, P.E., City Engineer
- 4. Consideration, discussion, and possible action on a Statement of Work to perform a sanitary sewer evaluation study (SSES) to reduce inflow and infiltration (I&I) in the City's sanitary sewer system.**
Submitted by: Frank T. Phelan, P.E., City Engineer
- 5. Consideration, discussion, and possible action on purchasing a Vehicle-Mounted Utility Inspection System for filming inspections of the city's wastewater and stormwater lines.**
Submitted by: Matthew Woodard, Director
- 6. Consideration, discussion, and possible action on allocating funds for the City of Manor event – the Mayor's Ball.**
Submitted by: Scott Moore, City Manager
- 7. Consideration, discussion, and possible action on waiving Building and Development related fees for Travis County Emergency Services District (ESD) 12 Fire Station located at 12701 US Hwy 290.**
Submitted by: Scott Dunlop, Development Services Director
- 8. Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 0.98 acres of land, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits.**
Submitted by: Scott Dunlop, Development Services Director

9. **Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning Manor Commons Phase 3, one (1) lot on 0.98 acres, more or less, and being located at the northeast corner of US HWY 290 and FM 973, Manor, TX from (A) Agricultural to (C-1) Light Commercial.**

Applicant: Greenview Development Corp

Owner: Timmerman Commercial Investments LP

Submitted by: Scott Dunlop, Development Services Director

10. **Consideration, discussion, and possible action on entering into a service agreement with Atchley & Associates for performing an audit and accounting assistance services of the financial statements of the City of Manor.**

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:

- 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, and 551.087, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding EntradaGlen PID; and

- Section 551.087, Texas Government Code to discuss the 104 East Townes Street development

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, February 2, 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