



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, September 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

EVENTS/ANNOUNCEMENTS

- A. Manor Youth Advisory Commission Open House, Saturday, September 28, 2024, at Manor City Hall Council Chambers, 105 E. Eggleston St.**
Submitted by: Yalondra Valderrama Santana, Heritage & Tourism Manager
Presented by: Aaron Moreno, Council Member

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.

PUBLIC HEARINGS

- 1. Conduct a Public Hearing on the FY 2024-2025 Proposed Property Tax Rate of the City of Manor, Texas.**
Submitted by: Belen Peña, Finance Director

- 2. Conduct a public hearing on the FY 2024-2025 Proposed Annual Budget of the City of Manor, Texas.**
Submitted by: Belen Peña, Finance Director

- 3. Conduct a public hearing on a rezoning application for one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.**
Applicant: Foresite
Owner: White Oak Development
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 September 4, 2024, City Council Regular Meeting.**
Submitted by: Lluvia T. Almaraz, City Secretary

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

- 6. Consideration, discussion, and possible action on accepting the August 2024 Departmental Reports.**
Submitted by: Scott Moore, City Manager
 - **Finance – Belen Peña, Finance Director**
 - **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 revisions and inserts to the Fifth Amendment to the Butler/East Hwy 290 & 13100 N. FM 973 (Manor Crossing) Development Agreement.**
Submitted by: Michael Burrell, Interim Development Services Director

REGULAR AGENDA

8. **First Reading: Consideration, discussion, and possible action on an ordinance Rezoning one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial.**
Applicant: Foresite
Owner: White Oak Development
Submitted by: Michael Burrell, Interim Development Services Director
9. **Second and Final Reading: Consideration, discussion, and possible action on an ordinance for a franchise with Frontier Texas Ventures I, LLC for Municipal Solid Waste Collection, Transportation and Disposal (Residential, Commercial, Industrial, and Recycling).**
Submitted by: Scott Jones, Economic Development Director
10. **Consideration, discussion, and possible action on an ordinance Levying Ad Valorem Taxes for the Use and Support of the Municipal Government of the City for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025.**
Submitted by: Belen Peña, Director of Finance
11. **Consideration, discussion, and possible action on an ordinance adopting the Annual Budget for the City of Manor for the fiscal year beginning October 1, 2024, and ending September 30, 2025.**
Submitted by: Belen Peña, Director of Finance
12. **Consideration, discussion, and possible action on a resolution authorizing the City Manager to execute the Fiscal Year 2025 Texas Traffic Safety Program Comprehensive STEP (Selective Traffic Enforcement Program) grant agreement and to serve as the authorized official for this and future grant matters.**
Submitted by: James Allen, Police Lt.
13. **Consideration, discussion, and possible action on the ordinance amending Manor Code of Ordinances Appendix A Fee Schedule by repealing existing sections A5.002 and A5.003 relating to parks and special event rental fees; adopting new section A5.002 relating to parks and amenities rental fees; adopting new section A5.003 relating to special event rental fees; amending section A5.004 relating to film projects using city property fees; adopting new section A5.007 relating to facilities and property rental permit fees; adopting new section A5.008 relating to equipment rental and fees for staff services; providing for an effective date, savings, severability, and open meetings clauses; and providing for related matters.**
Submitted by: Yalondra Valderrama, Heritage & Tourism Manager

14. Consideration, discussion, and possible action on an ordinance naming the 70-foot right-of-way on the Final Plat Manor Senior High School as "Ventura Arbor Lane" and providing for related matters.

Submitted by: Michael Burrell, Interim Development Services Director

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; and

- 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

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, September 13, 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