



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

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## City Council Regular Meeting

Wednesday, November 16, 2022 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**

**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. Healthcare Committee Calendar Update**

*Submitted by: Healthcare Committee*

**B. Public Safety Committee Update on Animal Control and Speeding in Hamilton Point Subdivision**

*Submitted by: Public Safety Committee*

**PUBLIC HEARINGS**

- 1. Conduct a public hearing on the first reading of an ordinance annexing 93.775 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of the city, at the request of the property owner and approving an agreement for the provision of services for the annexed area.**

*Submitted by: Scott Dunlop, Development Services Director*

- 2. Conduct a public hearing on a Preliminary PUD for the New Haven Development, two hundred and seventy-two (272) lots on 90.3 acres, more or less, and being located near the intersection of Gregg Lane and N. FM 973, Manor, TX.**  
*Applicant: Drenner Group*  
*Owner: Ashton Grey Engineering*  
*Submitted by: Scott Dunlop, Development Services Director*
- 3. Conduct a public hearing on a Final PUD for the New Haven Development, two hundred and seventy-two (272) lots on 90.3 acres, more or less, and being located near the intersection of Gregg Lane and N. FM 973, Manor, TX.**  
*Applicant: Drenner Group*  
*Owner: Ashton Grey Engineering*  
*Submitted by: Scott Dunlop, Development Services Director*
- 4. Conduct a public hearing on the first reading of an Ordinance Amending the Final Planned Use Development for the Monarch Ranch Subdivision, four hundred and four (404) lots on 134.5 acres, more or less, and being located near the intersection of Gregg Lane and N. FM 973, Manor, TX.**  
*Applicant: SEC Planning, LLC*  
*Owner: Blackburn Group*  
*Submitted by: Scott Dunlop, Development Services Director*
- 5. Conduct a public hearing on a Subdivision Concept Plan Application for the Monarch Ranch Subdivision, three hundred and ninety-eight (398) lots on 123.15 acres, more or less, being located near the intersection of Gregg Ln and FM-973, Manor, TX.**  
*Applicant: Jamison Civil Engineering LLC*  
*Owner: Monarch Ranch at Manor, LLC*  
*Submitted by: Scott Dunlop, Development Services Director*
- 6. Conduct a public hearing on the first reading of an Ordinance rezoning one (1) lot on 0.115 acres, more or less, out of Lot 1, Block 21, Town of Manor, and being located at 302 E Parsons, Manor, TX from Light Commercial (C-1) to Downtown Business (DB).**  
*Applicant: Oxford Stratton Estates LLC*  
*Owner: Akshay Pohekar*  
*Submitted by: Scott Dunlop, Development Services Director*
- 7. Conduct a public hearing on the first reading of an Ordinance rezoning two (2) lots on 5.796 acres, more or less, out of the Greenbury Gates Survey No.63, and being located at 11712 Arnhamn, Manor, TX from Agricultural (A) to Medium Commercial (C-2).**  
*Applicant: Baeza Engineering, PLLC*  
*Owner: John and Sandy Kerr*  
*Submitted by: Scott Dunlop, Development Services Director*

8. **Conduct a public hearing on a Specific Use Permit for a Gas Station, 3.398 acres, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being located at 13801 N FM 973, Manor, TX.**

*Applicant: JAB Engineering, LLC*

*Owner: Platinum 973, LLC*

*Submitted by: Scott Dunlop, 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.*

9. **Consideration, discussion, and possible action to approve the City Council Minutes of November 2, 2022, City Council Regular Meeting.**

*Submitted by: Lluvia T. Almaraz, City Secretary*

10. **Consideration, discussion, and possible action on the acceptance of the October 2022 Departmental Reports.**

*Submitted by: Scott Moore, City Manager*

- **Economic Development – Scott Jones, Economic Development Director**
- **Development Services – Scott Dunlop, Development Services Director**
- **Community Development – Debbie Charbonneau, Heritage and Tourism Manager**
- **Police – Ryan Phipps, Chief of Police**
- **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**
- **IT – Phil Green, IT Director**
- **Administration – Lluvia T. Almaraz, City Secretary**
- **Travis County ESD No. 12 – Ryan Smith, Fire Chief**

## REGULAR AGENDA

11. **First Reading: Consideration, discussion, and possible action on the first reading of an ordinance annexing 93.775 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of the city, at the request of the property owner and approving an agreement for the provision of services for the annexed area.**

*Submitted by: Scott Dunlop, Development Services Director*

12. **Consideration, discussion, and possible action on a Preliminary PUD for the New Haven Development, two hundred and seventy-two (272) lots on 90.3 acres, more or less, and being located near the intersection of Gregg Lane and N. FM 973, Manor, TX.**

*Applicant: Drenner Group*

*Owner: Ashton Grey Engineering*

*Submitted by: Scott Dunlop, Development Services Director*

13. **Consideration, discussion, and possible action on a Final PUD for the New Haven Development, two hundred and seventy-two (272) lots on 90.3 acres, more or less, and being located near the intersection of Gregg Lane and N. FM 973, Manor, TX.**  
*Applicant: Drenner Group*  
*Owner: Ashton Grey Engineering*  
*Submitted by: Scott Dunlop, Development Services Director*
  
14. **First Reading: Consideration, discussion and possible action on an Ordinance Amending the Final Planned Use Development for the Monarch Ranch Subdivision, four hundred and four (404) lots on 134.5 acres, more or less, and being located near the intersection of Gregg Lane and N. FM 973, Manor, TX.**  
*Applicant: SEC Planning, LLC*  
*Owner: Blackburn Group*  
*Submitted by: Scott Dunlop, Development Services Director*
  
15. **Consideration, discussion and possible action on a Subdivision Concept Plan Application for the Monarch Ranch Subdivision, three hundred and ninety-eight (398) lots on 123.15 acres, more or less, being located near the intersection of Gregg Ln and FM-973, Manor, TX.**  
*Applicant: Jamison Civil Engineering LLC*  
*Owner: Monarch Ranch at Manor, LLC*  
*Submitted by: Scott Dunlop, Development Services Director*
  
16. **First Reading: Consideration, discussion and possible action on an Ordinance rezoning one (1) lot on 0.115 acres, more or less, out of Lot 1, Block 21, Town of Manor, and being located at 302 E Parsons, Manor, TX from Light Commercial (C-1) to Downtown Business (DB).**  
*Applicant: Oxford Stratton Estates LLC*  
*Owner: Akshay Pohekar*  
*Submitted by: Scott Dunlop, Development Services Director*
  
17. **First Reading: Consideration, discussion, and possible action on an Ordinance rezoning two (2) lots on 5.796 acres, more or less, out of the Greenbury Gates Survey No.63, and being located at 11712 Arnhamn, Manor, TX from Agricultural (A) to Medium Commercial (C-2).**  
*Applicant: Baeza Engineering, PLLC*  
*Owner: John and Sandy Kerr*  
*Submitted by: Scott Dunlop, Development Services Director*
  
18. **Consideration, discussion and possible action on a Specific Use Permit for a Gas Station, 3.398 acres, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being located at 13801 N FM 973, Manor, TX.**  
*Applicant: JAB Engineering, LLC*  
*Owner: Platinum 973, LLC*  
*Submitted by: Scott Dunlop, Development Services Director*

- 19. Consideration, discussion, and possible action on an Ordinance closing, vacating, and abandoning a 20' alley crossing Block 8, A.E. Lane's Addition to the Town of Manor, a subdivision in Travis County, Texas, according to the map or plat of record in Volume 2, Page 223A of the plat records of Travis County, Texas, authorizing conveyance to abutting property owners in proportion to abutting ownership and authorizing conveyance of such abandoned alley right-of-way by Special Warranty Deed.**  
*Submitted by: Scott Dunlop, Development Services Director*
- 20. Consideration, discussion, and possible action on the Agreement Regarding Water Service Territory.**  
*Submitted by: Scott Moore, City Manager*
- 21. Consideration, discussion, and possible action on a resolution adopting and establishing an additional benefit with LegalShield.**  
*Submitted by: Tracey Vasquez, HR Manager*
- 22. Consideration, discussion, and possible action to close City Offices at 12:00 p.m. on Friday, December 16, 2022.**  
*Submitted by: Tracey Vasquez, HR Manager*
- 23. Consideration, discussion, and possible action on adding an Invocation to the Order of Business on Regular and Special meeting Agendas.**  
*Submitted by: Scott Moore, City Manager*
- 24. Consideration, discussion, and possible action on supporting Operation Turkey event in 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 551.087, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the EntradaGlen PID;*
- *Section 551.072, Texas Government Code, to deliberate the acquisition of real property for water utilities; and*
- *Section 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the EPCOR Wholesale Water Agreement*

## **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.

- 25. Consideration, discussion and possible action on the Second Amendment to Development Agreement (EntradaGlen).**  
*Submitted by: Scott Moore, City Manager*
- 26. Consideration, discussion and possible action on the Second Amendment to the Amended and Restated Agreement Regarding the Dissolution of the EntradaGlen Public Improvement District.**  
*Submitted by: Scott Moore, City Manager*
- 27. Consideration, discussion and possible action on a purchase contract to acquire an easement for water utilities.**  
*Submitted by: Scott Moore, City Manager*

## 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 10, 2020, by 7:30 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).