



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, August 17, 2022 at 7:00 PM

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

AGENDA

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PLEDGE OF ALLEGIANCE

PRESENTATIONS

- A. Donation of books to Manor ISD Elementary Librarians by 100 Black Men of Austin.**

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.

PUBLIC HEARINGS

- 1. Conduct a Public Hearing on the FY2022-2023 Proposed Property Tax Rate of the City of Manor, Texas.**
Submitted by: Lydia Collins, Director of Finance
- 2. Conduct a Public Hearing on an ordinance rezoning 16023 US-290 General Office Rezoning, one (1) lot on 4.7874 acres, more or less, and being located at 16023 US-290, Elgin, TX.**
Applicant: Henderson Professional Engineers
Owner: 16023 HWY 290 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.

3. **Consideration, discussion, and possible action to approve the City Council Minutes of August 3, 2022, City Council Regular Meeting.**

Submitted by: Lluvia T. Almaraz, City Secretary

4. **Consideration, discussion, and possible action on the acceptance of the July 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**

REGULAR AGENDA

5. **First Reading: Consideration, discussion and possible action on an ordinance rezoning 16023 US-290 General Office Rezoning, one (1) lot on 4.7874 acres, more or less, and being located at 16023 US-290, Elgin, TX.**

Applicant: Henderson Professional Engineers

Owner: 16023 HWY 290 LLC

Submitted by: Scott Dunlop, Development Services Director

6. **Consideration, discussion, and possible action on a resolution adopting and establishing a Deferred Compensation Plan with Mission Square Retirement and Adopting a Declaration of Trust with Vantage Trust.**

Submitted by: Tracey Vasquez, HR Manager

7. **Consideration, discussion, and possible action on an ordinance approving the 2022 Annual Update to the Service and Assessment Plan and Assessment Roll for the Manor Heights Public Improvement District Including the Collection of the 2022 Annual Installments.**

Submitted by: Lydia Collins, Director of Finance

8. **Consideration, discussion, and possible action on an ordinance approving the 2022 Annual Update to the Amended and Restated Service and Assessment Plan and Assessment Roll for the Rose Hill Public Improvement District Including the Collection of the 2022 Annual Installments.**

Submitted by: Lydia Collins, Director of Finance

9. **Consideration, discussion, and possible action on an ordinance amending Manor Code of Ordinances Chapter 15 Site Development by providing for the amendment of general requirements, content, off-street parking requirements, landscaping and screening definitions, landscaping requirements, screening requirements, on-site signs, off-site signs, and illuminated signs.**
Submitted by: Scott Dunlop, Development Services Director
10. **Consideration, discussion, and possible action on a resolution for the purpose of planning for the priorities of the additional one percent (1%) use of General Revenue Sales and Use Tax Revenue if approved by a majority of qualified voters at the Special Election being held on November 8, 2022.**
Submitted by: Scott Moore, City Manager
11. **Consideration, discussion, and possible action on a resolution ordering a General Election to be held on November 8, 2022, for the purpose of electing three (3) Council Members of the City Council (Place Nos. 2, 4, and 6) for a four-year term; Making provisions for the conduct of the election; Providing for other matters relating to the election; Authorize the Mayor to execute the final Notice of General Election; and Authorize the City Manager to execute the election agreements with Travis County.**
Submitted by: Scott Moore, City Manager
12. **Consideration, discussion, and possible action on proposed Charter Amendments.**
Submitted by: Scott Moore, City Manager
13. **Consideration, discussion, and possible action on an ordinance ordering a Special Election to be held on November 8, 2022, on the adoption of amendments to the City Charter; Providing for the election procedures; Providing for an effective date; Providing an open meetings clause; Providing for related matters; and Authorize the Mayor to execute the final Notice of Special Election.**
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 551.071, 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 Fire Code Enforcement Services between 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, August 12, 2022, 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 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail lalmaraz@cityofmanor.org.