



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 15, 2023 at 7:00 PM

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

AGENDA

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

INVOCATION

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.

PUBLIC HEARINGS

- 1. Conduct a public hearing on an ordinance rezoning one (1) lot on 22.78 acres, more or less, out of the AC Caldwell Survey 52, Abstract 154 and being located at 14807 E US 290, Manor, TX from Agricultural (A) to Multi-Family 25 (MF-2).**
Applicant: Jackson Walker
Owner: Krantz Properties
- 2. Conduct a public hearing on a Subdivision Concept Plan for the Ginsel Tract, four (4) lots on 84.2 acres, more or less, and being located at 13301 E US Hwy 290, Manor, TX.**
Applicant: SEC Planning, LLC
Owner: Manor 290 OZ Real Estates LP

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.

Submitted by: Lluvia T. Almaraz, City Secretary

- **February 6, 2023, City Council Special Session; and**
- **February 10, 2023, City Council Special Session**

4. Consideration, discussion, and possible action on the acceptance of the January 2023 Departmental Reports.

Submitted by: Scott Moore, City Manager

- **Finance – Lydia Collins, Director of Finance**
- **Police – Ryan Phipps, Chief of Police**
- **Travis County ESD No. 12 – Ryan Smith, Fire Chief**
- **Economic Development – Scott Jones, Economic Development Director**
- **Development Services – Scott Dunlop, Development Services Director**
- **Community Development – Debbie Charbonneau, Heritage and Tourism Manager**
- **Municipal Court – Sarah Friberg, Court Clerk**
- **Public Works – Matt Woodard, Director of Public Works**
- **Manor Cemetery – Nora Sanchez, MC Manager**
- **Human Resources – Tracey Vasquez, HR Manager**
- **IT – Phil Green, IT Director**
- **Administration – Lluvia T. Almaraz, City Secretary**

REGULAR AGENDA

5. Consideration, discussion, and possible action on a construction contract for the Bell Farms and Presidential Glen Lift Station Improvement Project.

Submitted by: Frank T. Phelan, P.E., City Engineer

6. Consideration, discussion and possible action on the City of Manor Water and Wastewater Rate Study Report; and setting Public Hearing on the Water and Wastewater Rate for residential and commercial customers of the City of Manor, Texas.

Submitted by: Lydia Collins, Director of Finance

7. First Reading: Consideration, discussion, and possible action on an Ordinance rezoning one (1) lot on 22.78 acres, more or less, out of the AC Caldwell Survey 52, Abstract 154 and being located at 14807 E US 290, Manor, TX from Agricultural (A) to Multi-Family 25 (MF-2).

Applicant: Jackson Walker

Owner: Krantz Properties

Submitted by: Scott Dunlop, Development Services Director

8. **Consideration, discussion, and possible action on a Subdivision Concept Plan for the Ginsel Tract, four (4) lots on 84.2 acres, more or less, and being located at 13301 E US Hwy 290, Manor, TX.**
Applicant: SEC Planning, LLC
Owner: Manor 290 OZ Real Estates LP
Submitted by: Scott Dunlop, Development Services Director

9. **First Reading: Consideration, discussion, and possible action on an Ordinance rezoning one (1) lot on .264 acres, more or less, and being located at 101 W. Boyce, Manor, TX from Neighborhood Business (NB) to Downtown Business (DB).**
Applicant: Jiwon Jung
Owner: Buildblock
Submitted by: Scott Dunlop, Development Services Director

10. **First Reading: Consideration, discussion, and possible action on an Ordinance rezoning one (1) lot on .396 acres, more or less, and being located at 107 W. Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB).**
Applicant: Jiwon Jung
Owner: Buildblock
Submitted by: Scott Dunlop, Development Services Director

11. **First Reading: Consideration, discussion, and possible action on an Ordinance rezoning one (1) lot on .165 acres, more or less, and being located at 108 W. Boyce, Manor, TX from Single Family Suburban (SF-1) to Downtown (DB).**
Applicant: Jiwon Jung
Owner: Buildblock
Submitted by: Scott Dunlop, Development Services Director

12. **Consideration, discussion, and possible action on an ordinance closing, vacating, and abandoning 2.491 acres (approximately 108,524 square feet) in the James Manor Survey No. 40, Abstract No. 546, Travis County, Texas, Being Portions of E. Lane Avenue (60' Public Right-Of-Way), San Marcos Street (80' Public Right-Of-Way), a 12' Portion of Rector Street Right-of-Way, Four 20' Alleys Crossing Blocks 17, 18, 19 and 20, and a 17' Alley Abutting Both Block 19 And a 0.397 Acre Tract, all Dedicated by the A.E. Lane's Addition, a Subdivision In Travis County, Texas According To The Map Or Plat Of Record In Book 2, Page 223 Of The Plat Records Of Travis County, Texas As Well as a 46' Portion of Rector Street Right-Of-Way Dedicated by the Town of Manor Subdivision Plat Recorded in Volume V, Page 796 of the Plat Records of Travis County, Texas; Authorizing Conveyance to Abutting Property Owners in Proportion to Abutting Ownership; Providing Findings of Fact; Authorizing Conveyance of Such Abandoned Street and Alley Right-of-Way by Special Warranty Deed.**
Submitted by: Scott Dunlop, Development Services Director

13. **Consideration, discussion, and possible action on tree mitigation fee-in-lieu for Shadowglen Phase 3 Section 1 and 2.**
Submitted by: Scott Dunlop, Development Services Director

- 14. Consideration, discussion, and possible action on the Development Agreement for the LanZola Development.**
Submitted by: Scott Dunlop, Development Services Director
- 15. Consideration, discussion, and possible action on a Resolution accepting a voluntary petition for annexation of 8.517 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
- 16. Consideration, discussion, and possible action on a Resolution accepting a voluntary petition for annexation of 5.470 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
- 17. Consideration, discussion, and possible action on a resolution regarding a contract for the purpose of financing public works equipment.**
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 to consult with legal counsel regarding proposed amendments to and implementation of the City Council Rules of Procedure;*
- *Section 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding release of a portion of City's water CCN;*
- *Section 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Manor Apartments;*
- *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 Manor Springs; and*
- *Section 551.074 Personnel Matters to discuss duties of the City Manager*

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.

- 18. Consideration, discussion, and possible action on an ordinance regarding proposed amendments and implementation of the City Council Rules of Procedures.**
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, February 10, 2023, 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 72 hours prior to this meeting. Please contact the City Secretary at 512.215.8285 or e-mail lalmaraz@manortx.gov