



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, December 04, 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

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 designated area prior to the meeting.

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

- **October 16, 2024, City Council Regular Meeting;**
 - **October 19, 2024, City Council Workshop;**
 - **November 6, 2024, City Council Workshop;**
 - **November 6, 2024, City Council Regular Meeting;**
 - **November 16, 2024, City Council Workshop;**
 - **November 19, 2024, City Council Called Special Session;**
 - **November 20, 2024, City Council Workshop; and**
 - **November 20, 2024, City Council Regular Meeting**
2. **Consideration, discussion, and possible action on a Resolution of a Joint Election Agreement with the Travis County Elections Administrator to Conduct the City’s Runoff Election; Providing for the Notice of Appointment of Early Voting Ballot Board and Signature Verification Committee.**
Submitted by: Lluvia T. Almaraz, City Secretary
 3. **Consideration, discussion, and possible action on a 0.6399 Wastewater Easement out of the Greenberry Gates Survey No. 63, Abstract No. 315, and being out of Lot 1, Manor Addition in Travis County, Texas.**
Submitted by: Michael Burrell, Interim Development Services Director
 4. **Consideration, discussion, and possible action on a 0.088-acre Wastewater Easement over and across a portion of lots 7C-1B and 7C-1C, Block A, Short Form Final Plat of Manor Commons SW in Travis County, Texas.**
Submitted by: Michael Burrell, Interim Development Services Director
 5. **Consideration, discussion, and possible action on a 0.029 acre, more or less, Wastewater Easement out of the Greenbury Gates Survey No. 63, Abstract 315, in Travis County, Texas.**
Submitted by: Michael Burrell, Interim Development Services Director
 6. **Consideration, discussion, and possible action on the IT Specialist II position and Pay Scale.**
Submitted by: Tracey Vasquez, HR Director

REGULAR AGENDA

7. **Consideration, discussion, and possible action on a change order to the construction contract for the Cottonwood Creek West Tributary Wastewater Main Extension.**
Submitted by: Tyler Shows, E.I.T. City Engineer
8. **Consideration, discussion, and possible action on a Statement of Work No. 41 to the Master Services Agreement with George Butler Associates, Inc. for the upgrading and expansion of the current Geographic Information System (GIS) infrastructure.**
Submitted by: Frank T. Phelan, P.E., City Engineer
9. **Consideration, discussion, and possible action on the Rental Assistance Program for the new State Farm Insurance agency in Manor, Texas.**
Submitted by: Scott Jones, Economic Development Director

10. **Consideration, discussion, and possible action on granting the second six months of the City's Rental Assistance Program for E'Styles.**
Submitted by: Scott Jones, Economic Development Director
11. **Consideration, discussion, and possible action on a resolution setting and issuing notice of a public hearing for the creation of a Tax Increment Reinvestment Zone (TIRZ #2) containing approximately 927.5 acres of land and directing the preparation of a preliminary reinvestment zone project and financing plan.**
Submitted by: Scott Jones, Economic Development Director
12. **Consideration, discussion, and possible action on an agreement authorizing the work to provide Surveying, Mapping, and Ground Penetrating Radar Services for the Cemetery.**
Submitted by: Matthew Woodard, Public Works Director
13. **Consideration, discussion, and possible action on a Resolution Finding Public Convenience and Necessity and Authorizing the Use of Eminent Domain to Condemn if Necessary a Public Utility Easement of 20,835 Square Feet (as described in Exhibit "A") from a 10.0 Acre Tract of Land Conveyed to Plata Holdings, LLC in Document No. 2021219060 of the Official Public Records of Travis County, Texas for the Public Use and Purpose of Construction of Public Utilities Including Water Lines and Wastewater Lines.**
Submitted by: Scott Moore, City Manager
14. **Consideration, discussion, and possible action on installing pedestrian bridges for public safety and improvement.**
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 551.074 Personnel Matters – Discussion of City Manager's Employment;*
- *Sections 551.071 and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the EntradaGlen PID;*
- *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; and*
- *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.*

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.

15. Consideration, discussion, and possible action on the First Amendment to the City of Manor, Texas, Deposit Agreement EntradaGlen PID with Las Entradas Development Corporation.

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 27, 2028, 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