



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 21, 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.youtube.com/@cityofmanorsocial/streams>

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 City Secretary, or designee prior to the meeting.

PUBLIC HEARINGS

- 1. Conduct a public hearing on an ordinance rezoning Lots 8-10, Block 68, Town of Manor, locally known as 104 East Townes St., from Single Family Suburban (SF-1) to Townhome (TH).**
Applicant: Development and Consulting Bridgeway LLC.
Owner: Carlos Moyeda
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.

2. **Consideration, discussion, and possible action to approve the City Council Minutes.**
Submitted by: Lluvia T. Almaraz, City Secretary

- **February 6, 2024, City Council Workshop Session;**
- **February 7, 2024, City Council Regular Meeting; and**
- **February 12, 2024, City Council Workshop Session**

3. **Consideration, discussion, and possible action on accepting the January 2024 Departmental Reports.**
Submitted by: Scott Moore, City Manager

- **Finance – Scott Moore, City Manager**
- **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 – Yalondra Valderrama Santana, Heritage & Tourism Manager**
- **Municipal Court – Sarah Friberg, Court Administrator**
- **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**

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

5. **Consideration, discussion, and possible action on five Wastewater, Drainage, and Public Utility Easements for the Monarch Ranch Subdivision.**
Submitted by: Scott Dunlop, Development Services Director

- **A 0.261-acre Drainage Easement with Required Maintenance**
- **A 1.007-acre Public Utility Easement**
- **A 0.294-acre Wastewater Easement**
- **A 0.201-acre Wastewater Easement**
- **A 1.312-acre Wastewater Easement**

6. **Consideration, discussion, and possible action on the approval of the consent to the Collateral Assignment of Rights to Contract and Proceeds Under Contract for the Newhaven development.**

Submitted by: Scott Dunlop, Development Services Director

7. **Consideration, discussion, and possible action on a Purchase Contract with First United Builders, LLC for a wastewater easement with temporary construction easement.**

Submitted by: Scott Moore, City Manager

REGULAR AGENDA

8. **First Reading: Consideration, discussion, and possible action on an ordinance rezoning Lots 8-10, Block 68, Town of Manor, locally known as 104 East Townes St., from Single Family Suburban (SF-1) to Townhome (TH).**

Applicant: Development and Consulting Bridgeway LLC.

Owner: Carlos Moyeda

Submitted by: Scott Dunlop, Development Services Director

9. **Consideration, discussion, and possible action on entering into a subscription software agreement for the Perry Weather Data and Alerting System.**

Submitted by: Ryan Phipps, Chief of Police

10. **Consideration, discussion, and possible action on adding the Commander position to the current Pay Scale.**

Submitted by: Tracey Vasquez, HR Director

11. **Consideration, discussion, and possible action on a Statement of Work No. 8 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the Wilbarger Wastewater Treatment Plant Expansion project.**

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

12. **Consideration, discussion, and possible action on a change order to the construction contract for the 2020 Wastewater Collection System Improvements, CIP S-32 project.**

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

13. **Consideration, discussion, and possible action authorizing the execution of a construction agreement for a waterline extension project along US290.**

Submitted by: Matthew Woodard, Public Works Director

14. **Consideration, discussion, and possible action authorizing the execution of a construction agreement for Timmerman Park's sidewalk installation.**

Submitted by: Matthew Woodard, Public Works Director

15. **Consideration, discussion, and possible action authorizing the execution of a construction agreement for Timmermann Park's trail lighting installation.**

Submitted by: Matthew Woodard, Public Works Director

16. **Consideration, discussion, and possible action on approving and authorizing the Scope of Work included in the request for proposals for a Mixed Use Sports/Entertainment Development Feasibility Study on the 236-acre East Manor Development No. 1 property purchased for Economic Development and Public Use.**
Submitted by: Scott Jones, Economic Development Director
17. **Consideration, discussion, and possible action on the First Amendment to the Chapter 380 Grant Agreement Butler Commercial Project.**
Submitted by: Scott Jones, Economic Development Director
18. **Consideration, discussion, and possible action on a Services Agreement with CitizenLab.**
Submitted by: Scott Dunlop, Development Services Director
19. **First Reading: Consideration, discussion, and possible action on an ordinance rezoning the Dominium development, one (1) lot on 15.42 acres, more or less, and being located at 12200 Tower Rd, Manor, TX from (IN-1) Light Industrial to (MF-2) Multifamily – 25.**
Applicant: Dominium
Owner: Kenneth Tumlinson
Submitted by: Scott Dunlop, Development Services Director
20. **Consideration, discussion, and possible action on a Services Agreement with Raftelis for Stormwater Utility Fee Implementation Services.**
Submitted by: Scott Dunlop, Development Services Director
21. **Consideration, discussion, and possible action on the Second Amendment to the Development Agreement Establishing Development Standards for Monarch Ranch.**
Submitted by: Scott Dunlop, Development Services Director
22. **Consideration, discussion, and possible action on the First Amendment to the Services Agreement with Nearmap US, Inc.**
Submitted by: Scott Dunlop, Development Services Director
23. **Consideration, discussion, and possible action on a waiver from Manor Code of Ordinances, Section 15.03.023 Bufferyard Standards for Lot 3, Block KK, Phase 1A, Presidential Glen Subdivision, to install a minimum of 30 evergreen trees and 112 evergreen shrubs.**
Submitted by: Scott Dunlop, Development Services Director
24. **Consideration, discussion, and possible action on a resolution of the City of Manor, Texas approving and authorizing the execution of the EntradaGlen Public Improvement District-IA#1 Reimbursement Agreement.**
Submitted by: Scott Moore, City Manager

- 25. Consideration, discussion, and possible action on a resolution approving and authorizing the Mayor to execute Landowner Agreements and Notices of Assessment (EntradaGlen Public Improvement District-Improvement Area #1”).**
Submitted by: Scott Moore, City Manager
- 26. Consideration, discussion, and possible action on an ordinance amending Chapter 1 General Provisions, Article 1.05 Boards, Commissions, and Committees, Division 6 Budget Committee, by repealing Ordinance Number 607.**
Submitted by: Scott Moore, City Manager
- 27. Consideration, discussion, and possible action on the appointments of the City Council Committees.**
Submitted by: Scott Moore, City Manager
- 28. Consideration, discussion, and possible action on canceling the March 6, 2024, Regular City Council Meeting and setting a Called Special Session.**
Submitted by: Scott Moore, City Manager
- 29. Consideration, discussion, and possible action on allocating funds for the 2024 Manor Community 5K event.**
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 551.072, 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;*
- 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 ShadowGlen development;*
- 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 legislation related to daycares; and*
- 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 Butler/Manor Crossing development;*

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.

30. Consideration, discussion and possible action on the Fourth Amendment to Development Agreement (Butler/East Hwy 290 & 13100 N. FM 973).

Submitted by: Scott Dunlop, Development Services Director

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 16, 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