



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, November 15, 2023 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

PROCLAMATIONS

- A. Declaring November 9, 2023, as “Senior Access 30th Anniversary Day”**

EVENTS/ANNOUNCEMENTS

- A. Texas Arbor Day Event, November 18, 2023, at Timmermann Park**
Submitted by: Matthew Woodard, Public Works Director
- B. Holidays in the Park, December 2, 2023, at Timmermann Park**
Submitted by: Tracey Vasquez, HR Director

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.

REPORTS

Reports about items of community interest on which no action will be taken.

A. Tower Road Apartments Presentation

Submitted by: Gregory Miller with Bickerstaff Heath Delgado Acosta LLP

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 of the November 1, 2023, City Council Regular Meeting.**
Submitted by: Lluvia T. Almaraz, City Secretary

- 2. Consideration, discussion, and possible action on accepting the October 2023 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**
 - **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**

- 3. Consideration, discussion, and possible action on the Purchase Agreement with Mae M. Vrazel for a wastewater easement with a temporary construction easement.**
Submitted by: Scott Moore, City Manager

- 4. Consideration, discussion, and possible action on a Supplement to the Agreement for Street Lighting Service by and between Oncor Electric Delivery Company and the City of Manor for street light service within the Monarch Ranch Subdivision.**
Submitted by: Scott Dunlop, Development Services Director

- 5. Consideration, discussion, and possible action to place liens on properties that were abated for violations of Manor Code of Ordinance Article 6.03 for tall grass, litter, and junk on properties.**
Submitted by: Audrey Guthrie, Associate Attorney

REGULAR AGENDA

6. **Consideration, discussion, and possible action on a construction contract for the Cottonwood Creek West Tributary Wastewater Main Extension Project.**
Submitted by: Tyler Shows, E.I.T, City Engineer
7. **Consideration, discussion, and possible action on a Resolution authorizing the City Manager to enter into a Multiple-Use Agreement with the Texas Department of Transportation Allowing the Installation and Operation of Automated License Plate Recognition Cameras in Texas Department of Transportation Right-Of-Way.**
Submitted by: Ryan Phipps, Chief of Police
8. **Consideration, discussion, and possible action on a Resolution approving and adopting the Travis County's Hazard Mitigation Action Plan (HMAP) Update.**
Submitted by: James Allen, Lieutenant

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; and*
- *Section 551.074 Personnel Matters to Interview Candidates for appointment to the Planning and Zoning Commission, Alternate No. 1 and Alternate No. 2 positions.*

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.

9. **Consideration, discussion, and possible action on an appointment to the Planning and Zoning Commission, Alternate No. 1 position expiring in January 2025.**
Submitted by: Scott Dunlop, Development Services Director
10. **Consideration, discussion, and possible action on appointment to the Planning and Zoning Commission, Alternate No. 2 position expiring in January 2026.**
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: Thursday, November 9, 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 10 days prior to this meeting. Please contact the City Secretary at 512.215.8285 or e-mail lalmaraz@manortx.gov