



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 20, 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

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.

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 on accepting the November 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 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

2. Consideration, discussion, and possible action on accepting the October and November 2023 City Council Monthly Reports.

Submitted by: Scott Moore, City Manager

3. Consideration, discussion, and possible action on amending the JustFOIA contract to provide upgraded software services.

Submitted by: Lluvia T. Almaraz, City Secretary

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 to provide street lighting service in the Palomino Subdivision.

Submitted by: Scott Dunlop, Development Services Director

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;*
- *Section 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel on the ShadowGlen project;*
- *Section 551.074 Personnel Matters to Interview Candidates for appointment to the Planning and Zoning Commission, Place No. 7 to fill an unexpired term starting in January 2024; and reappointments to Place No. 2; Place No. 4; and Place No. 6; and*
- *Section 551.074 Personnel Matters – Discussion of City Manager’s Evaluation*

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.

REGULAR AGENDA

5. **Consideration, discussion, and possible action on appointing the Planning and Zoning Commission Member for Place No. 7 to fill an unexpired term.**
Submitted by: Scott Dunlop, Development Services Director
6. **Consideration, discussion, and possible action on appointing the Planning and Zoning Commission Members for Place No. 2; Place No. 4; and Place No. 6.**
Submitted by: Scott Dunlop, Development Services Director
7. **Consideration, discussion, and possible action on entering into a financing agreement for the purchase of Motorola Radio Equipment for the Police Department.**
Submitted by: Ryan Phipps, Chief of Police
8. **Consideration, discussion, and possible action on a change order to the construction contract for the FY2022 Capital Metro Pavement Improvements project.**
Submitted by: Pauline M. Gray, P.E., City Engineer
9. **Consideration, discussion, and possible action on a Construction Contract for the Gregg Manor Road Ground Storage Tank & Pressurization Facility Improvements.**
Submitted by: Pauline M. Gray, P.E., City Engineer
10. **Consideration, discussion, and possible action on an amendment to Statement of Work No. 18 for the 2022 CIP Update.**
Submitted by: Pauline M. Gray, P.E., City Engineer
11. **Consideration, discussion, and possible action on a change order to the construction contract for the Bell Farms and Presidential Glenn Lift Station Expansion project.**
Submitted by: Tyler Shows, E.I.T., City Engineer
12. **Consideration, discussion, and possible action on a Third Amendment to the Development Agreement for the Butler/East Hwy 290 & 13100 N. FM 973 Development.**
Submitted by: Scott Dunlop, Development Services Director
13. **Consideration, discussion, and possible action on a Food Court Establishment at 13538 N. FM 973.**
Submitted by: Scott Dunlop, Development Services Director

- 14. Consideration, discussion, and possible action on a Resolution requesting the release of a portion of the extraterritorial jurisdiction of the City of Austin, Texas to the extraterritorial jurisdiction of the City of Manor, Texas; and authorizing the release of a portion of the extraterritorial jurisdiction of the City of Manor, Texas to the extraterritorial jurisdiction of the City of Austin, Texas.**

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, December 15, 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