



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, August 16, 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.

PUBLIC HEARINGS

- 1. Conduct a Public Hearing on the FY2023-2024 Proposed Property Tax Rate of the City of Manor, Texas.**
Submitted by: Lydia Collins, Director of Finance

- 2. Conduct a public hearing on an ordinance amending the Shadowglen Planned Unit Development (PUD) and being located at the intersections of Lexington Street and US Hwy 290 as well as Shadowglen Boulevard and US Hwy 290, Manor, TX.**
Applicant: Marcus Equity
Owner: Cottonwood Holdings Limited, LLC
Submitted by: Scott Dunlop, Development Services Director
- 3. Conduct a public hearing on an ordinance rezoning two (2) lots on .297 acres, more or less, at 108 W Boyce & 104 W Boyce St., Manor, TX from Single Family (SF-1) to Downtown Business (DB).**
Applicant: Jiwon Jung
Owner: Build Block
Submitted by: Scott Dunlop, Development Services Director
- 4. Conduct a public hearing on an ordinance rezoning (1) lot on .132 acres, more or less, and being located at 209 N. Lexington Street, Manor, TX from Single Family Suburban (SF-1) to Neighborhood Business (NB).**
Applicant: Marcos Chavez
Owner: Marcos Chavez
Submitted by: Scott Dunlop, Development Services Director
- 5. Conduct a public hearing on an ordinance rezoning five (5) lots on .23 acres, more or less, out of the South 40 ft of Lots 6-10, Block 1, AE Lanes Addition, and being located at 707 Bastrop St, Manor, TX from Single-Family Suburban (SF-1) to Two-Family Residential (TF).**
Applicant: Saavy ATX Realty LLC
Owner: Wenkai Chen
Submitted by: Scott Dunlop, Development Services Director
- 6. Conduct a public hearing on a Short Form Final Plat for one (1) lot on .23 acres, more or less, and being located at 707 Bastrop St, Manor, TX with variances to allow for 40 ft lot width, 20 ft front setback, 5 ft side setbacks, and 10 ft rear setback, and a depth-to-width ratio of 6.25:1.**
Applicant: Saavy ATX Realty LLC
Owner: Wenkai Chen
Submitted by: Scott Dunlop, Development Services Director
- 7. Conduct a public hearing on a Subdivision Short Form Final Plat for the Las Entradas North Subdivision, two (2) lots on 0.769 acres, more or less, and located at 13301 E US Hwy 290, Manor, TX and being filed with a variance from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 45(6) and (7) relating to lot shape.**
Applicant: Estacado Interests
Owner: Llano Las Entradas I, LLC
Submitted by: Scott Dunlop, Development Services Director

8. **Conduct a public hearing on a Specific Use Permit for a Medical Clinic located at the southwest corner of US Hwy 290 and Gregg Manor Road, Manor, TX.**

Applicant: StreetLevel Investments

Owner: SL Manor 290 LP

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.

9. **Consideration, discussion, and possible action to approve the City Council Minutes.**

Submitted by: Lluvia T. Almaraz, City Secretary

- **August 2, 2023, City Council Regular Meeting; and**
- **August 8, 2023, City Council Budget Workshop**

10. **Consideration, discussion, and possible action on accepting the July 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**
- **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**

11. **Consideration, discussion, and possible action on a Joint Agreement with Travis County for the November 7, 2023, Special Election.**

Submitted by: Scott Moore, City Manager

12. **Second and Final Reading: Consideration, discussion, and possible action on a Preliminary Planned Unit Development (PUD) Site Plan for the Okra Tract Development, three hundred and thirty-one (331) lots on 113.4 acres, more or less, and being located at 14418 N. FM 973, Manor, TX.**

Applicant: Sotol Ventures

Owner: Dalton Wallace

Submitted by: Scott Dunlop, Development Services Director

REGULAR AGENDA

13. **Consideration, discussion, and possible action on proposed bond propositions.**
Submitted by: Scott Moore, City Manager
14. **Consideration, discussion, and possible action on an ordinance Calling a Special Bond Election for November 7, 2023; Making Provisions for Conducting the Election; and Ordering Other Matters Incident and Related to such election.**
Submitted by: Scott Moore, City Manager
15. **Consideration, discussion, and possible action on a resolution approving the acquisition of an accessible voting system in compliance with state and federal laws through a service agreement with Travis County.**
Submitted by: Scott Moore, City Manager
16. **Consideration, discussion, and possible action on an ordinance levying Ad Valorem taxes for the use and support of the municipal government of the City of Manor for the fiscal year beginning October 1, 2023, and ending September 30, 2024.**
Submitted by: Lydia Collins, Director of Finance
17. **First Reading: Consideration, discussion, and possible action on an ordinance amending the Shadowglen Planned Unit Development (PUD) and being located at the intersections of Lexington Street and US Hwy 290 as well as Shadowglen Boulevard and US Hwy 290, Manor, TX.**
Applicant: Marcus Equity
Owner: Cottonwood Holdings Limited, LLC
Submitted by: Scott Dunlop, Development Services Director
18. **First Reading: Consideration, discussion, and possible action on an ordinance rezoning two (2) lots on .297 acres, more or less, at 108 W. Boyce & 104 W Boyce St., Manor, TX from Single Family (SF-1) to Downtown Business (DB).**
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Owner: Build Block
Submitted by: Scott Dunlop, Development Services Director
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Applicant: Marcos Chavez
Owner: Marcos Chavez
Submitted by: Scott Dunlop, Development Services Director

20. **First Reading**: Consideration, discussion, and possible action on an ordinance rezoning five (5) lots on .23 acres, more or less, out of the South 40 ft of Lots 6-10, Block 1, AE Lanes Addition, and being located at 707 Bastrop St, Manor, TX from Single-Family Suburban (SF-1) to Two-Family Residential (TF).
Applicant: Saavy ATX Realty LLC
Owner: Wenkai Chen
Submitted by: Scott Dunlop, Development Services Director
21. Consideration, discussion, and possible action on a Short Form Final Plat for one (1) lot on .23 acres, more or less, and being located at 707 Bastrop St, Manor, TX with variances to allow for 40 ft lot width, 20 ft front setback, 5 ft side setbacks, and 10 ft rear setback, and a depth-to-width ratio of 6.25:1.
Applicant: Saavy ATX Realty LLC
Owner: Wenkai Chen
Submitted by: Scott Dunlop, Development Services Director
22. Consideration, discussion, and possible action on a Subdivision Short Form Final Plat for the Las Entradas North Subdivision, two (2) lots on 0.769 acres, more or less, and located at 13301 E US Hwy 290, Manor, TX and being filed with a variance from Manor Code of Ordinances, Chapter 10, Exhibit A, Article III, Section 45(6) and (7) relating to lot shape.
Applicant: Estacado Interests
Owner: Llano Las Entradas I, LLC
Submitted by: Scott Dunlop, Development Services Director
23. **First Reading**: Consideration, discussion, and possible action on a Specific Use Permit for a Medical Clinic located at the southwest corner of US Hwy 290 and Gregg Manor Road, Manor, TX.
Applicant: StreetLevel Investments
Owner: SL Manor 290 LP
Submitted by: Scott Dunlop, Development Services Director
24. Consideration, discussion, and possible action awarding a bid for Plan Review and Inspection Services.
Submitted by: Scott Dunlop, Development Services Director
25. Consideration, discussion, and possible action to authorize the Manor Police Department to enter into an agreement with American Signal Corporation for the purchase and deployment of a storm warning siren system.
Submitted by: Ryan Phipps, Chief of Police

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 551.087, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding EntradaGlen PID;*
- *Section 551.074 Personnel Matters to deliberate the duties and performance of the City Manager;*
- *Section 551.071 Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Council member stipends; and*
- *Section 551.071 and Section 551.087, Texas Government Code to deliberate on the acquisition 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.

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, August 11, 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