



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 Called Special Session

Tuesday, June 18, 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

EVENTS/ANNOUNCEMENTS

- A. The Fourth of July Event, July 4, 2024, at 15317 US Hwy 290E.**
Submitted by: Yalondra Valderrama Santana, Heritage & Tourism Manager
- B. Movie Night Out Event, June 14 – August 9, 2024, at Timmermann Park**
Submitted by: Yalondra Valderrama Santana, Heritage & Tourism Manager

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 to approve the City Council Minutes.**
Submitted by: Lluvia T. Almaraz, City Secretary
 - **May 15, 2024, City Council Regular Meeting;**
 - **June 1, 2024, City Council and P&Z Commission Joint Workshop; and**
 - **June 5, 2024, City Council Regular Meeting**

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

3. **Consideration, discussion, and possible action on accepting the May 2024 Departmental Reports.**
Submitted by: Scott Moore, City Manager
 - **Finance – Belen Peña, Finance Director**
 - **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 V. Santana, Heritage & Tourism Manager**
 - **Municipal Court – Sofi Duran, Court Administrator**
 - **Public Works – Matt Woodard, Director of Public Works**
 - **Human Resources – Tracey Vasquez, HR Manager**
 - **IT – Phil Green, IT Director**
 - **Administration – Lluvia T. Almaraz, City Secretary**

4. **Consideration, discussion, and possible action on a Letter Agreement between the City of Manor, Forestar (USA) Real Estate Group Inc., and John and Rita Jonse.**
Submitted by: Scott Dunlop, Development Services Director

5. **Consideration, discussion, and possible action on a Letter Agreement between the City of Manor, Forestar (USA) Real Estate Group Inc., and Kirk and Cathy Jonse.**
Submitted by: Scott Dunlop, Development Services Director

REGULAR AGENDA

6. **Consideration, discussion, and possible action on the Rental Assistance Program for eligible small businesses that relocate to or start-up in the City of Manor.**
Submitted by: Scott Jones, Economic Development Director

7. **Consideration, discussion, and possible action on the camera system upgrade for the City of Manor.**
Submitted by: Phil Green, IT Director
8. **Consideration, discussion, and possible action on an ordinance Amending Ordinance No. 421 and Chapter 8 Offenses and Nuisances, Section 8.03 Sex Offender Residency, Changing Designated City Staff, Amending Variance Processes.**
Submitted by: Ryan Phipps, Chief of Police
9. **Consideration, discussion, and possible action on a Bank Depository Agreement renewal with Frontier Bank.**
Submitted by: Belen Peña, Finance Director
10. **Consideration, discussion, and possible action on a Bank Depository Agreement renewal with Independent Bank.**
Submitted by: Belen Peña, Finance Director
11. **Consideration, discussion, and possible action on an Ordinance amending and replacing Ordinance No. 271 to adopt an investment policy for the City of Manor, Texas.**
Submitted by: Belen Peña, Finance Director
12. **Reconsideration, discussion, and possible action on a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, six MPDs, three diesel MPDs, and associated parking and drive aisles.**
Applicant: Professional StruCIVIL Engineers Inc.
Owner: Najib Wehbe
Submitted by: Scott Dunlop, Development Services Director
13. **Consideration, discussion, and possible action on a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, six MPDs, three diesel MPDs, and associated parking and drive aisles.**
Applicant: Professional StruCIVIL Engineers Inc.
Owner: Najib Wehbe
Submitted by: Scott Dunlop, Development Services Director
14. **Second and Final Reading: Consideration, discussion, and possible action on a Specific Use Request for one (1) lot on 1.273 acres, more or less, and being located at 13105 FM 1100, Manor, TX to allow for a 14,020sf general retail / Mexican market building, six MPDs, three diesel MPDs, and associated parking and drive aisles.**
Applicant: Professional StruCIVIL Engineers Inc.
Owner: Najib Wehbe
Submitted by: Scott Dunlop, Development Services Director

15. **Second and Final Reading:** Consideration, discussion, and possible action on an Ordinance annexing 1.273 acres, more or less, being located in Travis County, Texas, including abutting streets, roadways, and rights-of-way into the corporate limits of the city, at the request of the property owner, approving an agreement for the provision of services for the annexed area, making findings of fact, providing a severability clause and an effective date, and providing for open meetings and other related matters.
Submitted by: Scott Dunlop, Development Services Director
16. **Second and Final Reading:** Consideration, discussion, and possible action on an Ordinance rezoning two (2) lots on 12.627 acres, more or less, and being located at 13105 FM 1100, Manor, TX from Agricultural (A) to Medium.
Applicant: Professional StruCIVIL Engineers Inc.
Owner: Najib Wehbe
Submitted by: Scott Dunlop, Development Services Director
17. **First Reading:** Consideration, discussion, and possible action on an Ordinance of the City of Manor, Texas annexing a 1.222 acre, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits, making findings of fact, providing severability clause and an effective date, and providing for open meetings and other related matters.
Submitted by: Scott Dunlop, Development Services Director
18. **First Reading:** Consideration, discussion, and possible action on the submission of a Specific Use Permit to permit up to 3,860 square feet of medical office and medical clinic in Manor Crossing Block A, Lot 7, being one (1) acre, more or less, and located at the northwest intersection of FM 973 and US HWY 290, Manor, TX.
Applicant: Development Collaborative LLC
Owner: Endeavor Real Estate Group, Inc.
Submitted by: Scott Dunlop, Development Services Director
19. **First Reading:** Consideration, discussion, and possible action on an Ordinance rezoning one (1) lot on 4.475 acres, more or less, and being located at 16011 E US Hwy 290, Manor, TX from (A) Agricultural to (C-3) Heavy Commercial.
Applicant: Phantastic Endeavor LLC
Owner: Kimley-Horn
Submitted by: Scott Dunlop, Development Services Director
20. **Consideration, discussion, and possible action on a License Agreement for the New Haven Development.**
Submitted by: Scott Dunlop, Development Services Director
21. **Consideration, discussion, and possible action on a Subdivision Concept Plan for three hundred and twenty-five (325) lots on 113.415 acres, more or less, and being located at located at the intersection of N. FM 973 and Old Manor Taylor Rd, Manor, TX.**
Applicant: Jamison Civil Engineering LLC
Owner: Okra Land Incorporated
Submitted by: Scott Dunlop, Development Services Director

- 22. Consideration, discussion, and possible action on a Development Agreement for 14704 US Hwy 290 Development located at 14704 US Hwy 290.**
Submitted by: Scott Dunlop, Development Services Director
- 23. Consideration, discussion, and possible action on a City of Manor, Texas Deposit Agreement for the Proposed Water Service Transfer for the Monarch Ranch Commercial Development.**
Submitted by: Scott Dunlop, Development Services Director
- 24. Consideration, discussion and possible action on an Interlocal Agreement Between Manor Independent School District and the City of Manor for the Summer Library Program.**
Submitted by: Scott Moore, City Manager
- 25. Consideration, discussion, and possible action on a Sub-Grant Award for the Hazard Mitigation Grant Program (HMGP), 4485, Texas Covid-19 Pandemic.**
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 Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Shadowglen PUD;*
- Sections 551.071 Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding subdivision drainage improvements; and*
- Section 551.071 Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the Dalfen project*

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, June 14, 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