



Dr. Larry Wallace Jr., Mayor
Deja Hill, Mayor Pro Tem, Place 5
Emily Hill, Place 1
Anne Weir, Place 2
Dr. Christopher Harvey, Place 3
Sonia Wallace, Place 4
Gene Kruppa, Place 6

City Council Regular Meeting

Wednesday, November 18, 2020 at 7:00 PM

Manor City Hall, Council Chambers, 105 E. Eggleston St.

AGENDA

This meeting will be live streamed on Facebook live.

You can access the meeting at <https://www.facebook.com/cityofmanor/>

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PLEDGE OF ALLEGIANCE

PRESENTATIONS

- A. Leadership Manor
- B. Recognitions of outgoing Council Members Maria Amezcua, Danny Scarbrough, and Valerie Dye, presented by Mayor Wallace Jr.

PUBLIC COMMENTS

*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. Comments on specific agenda items must be made when the item comes before the Council. To address the City Council, please complete the white card and present it to the City Secretary prior to the meeting. **No Action May be Taken by the City Council During Public Comments.***

REPORTS

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

- A. City Manager's Report
 - Cares Act Interlocal Agreement
 - Emergency Management Basic Plan
 - Downtown Revitalization Plan
 - Water Tower Painting
 - Economic Office
 - Assistant City Manager

B. 2050 Comprehensive Plan – Request for Proposal (RFP) Update

Submitted by: Council Member Dr. Harvey

PUBLIC HEARINGS

1. **Conduct a public hearing on a rezoning request for Lot 1, Block A, Cottonwood Estates and being 1.38 acres, more or less, and being located at 15501 US Hwy 290 E, Elgin, TX from Agricultural (A) to Medium Commercial (C-2).**
Applicant: K&R Trading Inc.
Owner: K&R Trading Inc.
Submitted by: Scott Dunlop, Assistant Development Services Director
2. **Conduct a public hearing on a rezoning request for Lot 1, Block T, Presidential Heights Phase 4 and being 1.341 acres, more or less, and being located at the northeast corner of Samuel Welch Way and George Mason Avenue, Manor, TX from Single Family (SF-1) to Light Commercial (C-1).**
Applicant: Kimley-Horn and Associates
Owner: West Elgin Development Corp.
Submitted by: Scott Dunlop, Assistant Development Services Director
3. **Conduct a public hearing on a rezoning request for Lots 11-20, Block 10, Town of Manor and being 0.66 acres, more or less, and being located along the 200 Block West Burton Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).**
Applicant: Carney Engineering, PLLC
Owner: Housing Authority of Travis County
Submitted by: Scott Dunlop, Assistant 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.

4. **Consideration, discussion, and possible action to approve the City Council Minutes of the November 4, 2020, Regular Meeting.**
Submitted by: Lluvia T. Almaraz, City Secretary
5. **Consideration, discussion, and possible action on the acceptance of the October 2020 Departmental Reports.**
Submitted by: Thomas Bolt, City Manager
 - Police – Ryan Phipps, Chief of Police
 - Development Services – Scott Dunlop, Asst. Dev. Services Director
 - Community Development – Debbie Charbonneau, Heritage and Tourism Manager
 - Municipal Court – Sarah Friberg, Court Clerk
 - Public Works – Michael Tuley, Director of Public Works
 - Finance – Lydia Collins, Director of Finance

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:

- *Section 551.071 Consultation with Attorney and Section 551.087 Deliberations regarding Economic Development Negotiations – Rose Hill Public Improvement District; and*
- *Section 551.072, Texas Government Code Deliberations regarding the Acquisition of Real Property Interests*

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

6. **First Reading: Consideration, discussion, and possible action on an ordinance rezoning Lot 1, Block A, Cottonwood Estates and being 1.38 acres, more or less, and being located at 15501 US Hwy 290 E, Elgin, TX from Agricultural (A) to Medium Commercial (C-2).**
Applicant: K&R Trading Inc.
Owner: K&R Trading Inc.
Submitted by: Scott Dunlop, Assistant Development Services Director
7. **First Reading: Consideration, discussion and possible action on an ordinance rezoning Lot 1, Block T, Presidential Heights Phase 4 and being 1.341 acres, more or less, and being located at the northeast corner of Samuel Welch Way and George Mason Avenue, Manor, TX from Single Family (SF-1) to Light Commercial (C-1).**
Applicant: Kimley-Horn and Associates
Owner: West Elgin Development Corp.
Submitted by: Scott Dunlop, Assistant Development Services Director
8. **First Reading: Consideration, discussion and possible action on an ordinance rezoning Lots 11-20, Block 10, Town of Manor and being 0.66 acres, more or less, and being located along the 200 Block West Burton Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).**
Applicant: Carney Engineering, PLLC
Owner: Housing Authority of Travis County
Submitted by: Scott Dunlop, Assistant Development Services Director
9. **Consideration, discussion, and possible action on a Purchase Contract with RHOF, LLC for a special warranty deed, slope easement and temporary construction easement.**
Submitted by: Samuel D. Kiger, P.E., City Engineer
10. **Consideration, discussion, and possible action on a Purchase Contract with Geraldine Timmermann for a special warranty deed, slope easement and temporary construction easement.**
Submitted by: Samuel D. Kiger, P.E., City Engineer

11. **Consideration, discussion, and possible action on a Purchase Contract with John Jonse and Rita Jonse for a special warranty deed, slope easement and temporary construction easement.**
Submitted by: Samuel D. Kiger, P.E., City Engineer
12. **Consideration, discussion, and possible action on a Purchase Contract with Kirk Jonse and Cathy Jonse for a special warranty deed and temporary construction easement.**
Submitted by: Samuel D. Kiger, P.E., City Engineer
13. **Consideration, discussion, and possible action on a Purchase Contract with Dr. Todd Mason-Darnell and Kim Mason-Darnell for a wastewater easement with temporary construction easement.**
Submitted by: Samuel D. Kiger, P.E., City Engineer
14. **Consideration, discussion, and possible action on a Purchase Contract with MB & MS Enterprises, Inc. for a wastewater easement with temporary construction easement.**
Submitted by: Samuel D. Kiger, P.E., City Engineer
15. **Consideration, discussion, and possible action on an award of a construction contract for the Cottonwood Creek Wastewater Treatment Plant Improvements project to Excel Construction Services, LLC in the amount of \$5,119,897.50.**
Submitted by: Frank T. Phelan, P.E., City Engineer
16. **Consideration, discussion, and possible action on an award of a lease contract for the funding of city vehicles and equipment.**
Submitted by: Lydia Collins, Director of Finance
17. **Consideration, discussion, and possible action on an ordinance adopting the Amended Annual Budget for the City of Manor for the fiscal year beginning October 1, 2019 and ending September 30, 2020.**
Submitted by: Lydia Collins, Director of Finance
18. **Consideration, discussion, and possible action on the appointment of Mayor Pro Tem to serve a one-year term.**
Submitted by: Thomas Bolt, City Manager
19. **Consideration, discussion, and possible action on the appointment of three (3) Public Improvement District (PID) Committee Council Members; and Chairperson to serve a one-year term.**
Submitted by: Thomas Bolt, City Manager
20. **Consideration, discussion, and possible action on the appointment of three (3) Budget Committee Council Members; and Chairperson to serve a one-year term.**
Submitted by: Thomas Bolt, City Manager
21. **Consideration, discussion, and possible action on the appointment of two (2) Emergency Management Committee Council Members to serve a one-year term.**
Submitted by: Thomas Bolt, City Manager
22. **Consideration, discussion, and possible action on the appointment of three (3) Park Committee Council Members; and Chairperson to serve a one-year term.**
Submitted by: Thomas Bolt

23. **Consideration, discussion, and possible action on the reappointments for the Planning and Zoning Commission Members for Place No. 1; Place No. 3; Place No. 5 and Place No. 7.**
Submitted by: Scott Dunlop, Assistant 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, November 13, 2020, 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 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail lalmaraz@cityofmanor.org.