



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, January 15, 2025 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.cityofmanor.org/page/livestream>

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

INVOCATION

PLEDGE OF ALLEGIANCE

EVENTS/ANNOUNCEMENTS

- A. MLK Day Event, Monday, January 20, 2025, at Jennie Lane Park, 104 E. Rector St. Manor, Texas.**

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 designated area, 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
 - December 18, 2024, City Council Regular Meeting
 - December 18, 2024, City Council Workshop
 - December 26, 2024, City Council Called Special Session
 - January 7, 2025, City Council Called Special Session
 - January 11, 2025, City Council Workshop

2. **Consideration, discussion, and possible action on accepting the 2025 First Quarter City Council Committee Reports.**
Submitted by: Scott Moore, City Manager

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

4. **Consideration, discussion, and possible action on accepting the December 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 – Chris McKenzie, Interim Fire Chief
 - Economic Development – Scott Jones, Economic Development Director
 - Development Services – Michael Burrell, Interim 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

5. **Consideration, discussion, and possible action on a thirty-foot-wide Water and Wastewater Utility Easement being a portion of Lots 1A and 2A, Block B, Replat of Las Entradas North Section 1, Lot 1, Block B, an addition in the City of Manor, in Travis County, Texas.**
Submitted by: Michael Burrell, Interim Development Services Director

6. **Consideration, discussion, and possible action on a Purchase Agreement with Plata Holding, LLC for a Public Utility Easement for Parcel No. 4.**
Submitted by: Scott Moore, City Manager
7. **Consideration, discussion, and possible action on a Resolution making available to members of the City Council the services offered by AFLAC and authorizing payroll deductions for participating Council members.**
Submitted by: Tracey Vasquez, HR Director
8. **Consideration, discussion, and possible action on the Social Media Use and Regulations for the City of Manor.**
Submitted by: Scott Moore, City Manager

REGULAR AGENDA

9. **Consideration, discussion, and possible action on the City of Manor participation in the Central Texas Learning Festival.**
Submitted by: Yalondra M. Valderrama Santana, Heritage & Tourism Manager
10. **Consideration, discussion, and possible action on an Ordinance accepting 146.920 acres of land, more or less, being located in Travis County, Texas into the extraterritorial jurisdiction of the City of Manor, Texas, at the request of the property owner; and providing for open meetings and other related matters.**
Submitted by: Michael Burrell, Interim Development Services Director
11. **Consideration, discussion, and possible action on a Resolution accepting the petition for voluntary annexation of 146.920 acres, more or less, being located in Travis County, Texas, and adjacent and contiguous to the city limits, providing for an open meeting, and other related matters.**
Submitted by: Michael Burrell, Interim Development Services Director
12. **Consideration, discussion, and possible action approving an engagement letter agreement for an appraiser for the Mustang Valley Public Improvement District (PID).**
Submitted by: Michael Burrell, Interim Development Services Director
13. **Consideration, discussion, and possible action on the appointment of two (2) Public Tree Care Advisory Board P&Z Commission Members to serve a two-year term.**
Submitted by: Michael Burrell, Interim 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:

- Section 551.074, Texas Government Code, to deliberate the evaluation of personnel in the Administrative department regarding Communications and Marketing;

- Section 551.071 and 551.072, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the purchase of the Zalaram property a 0.568 acre tract of land;
- Section 551.072, Deliberations regarding Real Property; and
- Section 551.087 Deliberations regarding Economic Development Negotiations

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.

- 14. Consideration, discussion, and possible action on a resolution authorizing the purchase and closing of a tract of real property consisting of 0.56 acres, more or less, located in Travis County, Texas for \$146,394, plus closing costs, title insurance cost, providing for approval of the purchase and sale agreement, and an amendment to the agreement; and providing for related matters.**

Submitted by: Michael Burrell, Interim 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: Saturday, January 11, 2025, 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