



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, June 21, 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

PRESENTATIONS

A. Community Member's Appreciation Presented by Mayor Harvey

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 first reading of 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
2. **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 for variances to allow for 40 ft lot width, 20 ft front setback, 5 ft side setbacks, and 10 ft rear setback.**
Applicant: SAVVY ATX REALTY LLC
Owner: Wenkai Chen
Submitted by: Scott Dunlop, Development Services Director
3. **Conduct a public hearing on the first reading of 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 the first reading of 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
5. **Conduct a public hearing on a Subdivision Concept for the New Haven, two hundred seventy-eight (278) lots on 90.3 acres, more or less, and being located near the intersection of Gregg Ln and FM 973, Manor, TX.**
Applicant: Jones Carter
Owner: Gregg Lane Dev., LLC
Submitted by: Scott Dunlop, Development Services Director
6. **Conduct a Public Hearing on the levying of assessments in Improvement Area #3 of the Manor Heights Public Improvement District.**
Submitted by: Scott Dunlop, Development Services Director
7. **Conduct a Public Hearing on the issuance of Improvement Area #3 Bonds for the Manor Heights Public Improvement District.**
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.

8. **Consideration, discussion, and possible action to approve the City Council Minutes of June 7, 2023, City Council Regular Meeting.**
Submitted by: Lluvia T. Almaraz, City Secretary

9. **Consideration, discussion, and possible action on accepting the May 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**

10. **Consideration, discussion, and possible action on the Purchase Agreement with Benny Paul Mark Gundy and Aarthi Reddy Mark Gundy for a wastewater easement with a temporary construction easement.**
Submitted by: Scott Moore, City Manager

11. **Consideration, discussion, and possible action on the Purchase Agreement with Michael Edward Swier and Crista Marie Swier, Trustees of the Layla Trust for a wastewater easement with a temporary construction easement.**
Submitted by: Scott Moore, City Manager

12. **Consideration, discussion, and possible action on the Purchase Agreement with Manor Elite Residences, LLC for a wastewater easement with a temporary construction easement.**
Submitted by: Scott Moore, City Manager

REGULAR AGENDA

13. **First Reading: Consideration, discussion, and possible action on the first reading of 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
14. **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 for variances to allow for 40 ft lot width, 20 ft front setback, 5 ft side setbacks, and 10 ft rear setback.**
Applicant: SAVVY ATX REALTY LLC
Owner: Wenkai Chen
Submitted by: Scott Dunlop, Development Services Director
15. **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).**
Applicant: Jiwon Jung
Owner: Build Block
Submitted by: Scott Dunlop, Development Services Director
16. **First Reading: Consideration, discussion, and possible action on the first reading of 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
17. **Consideration, discussion, and possible action on a Subdivision Concept for the New Haven, two hundred seventy-eight (278) lots on 90.3 acres, more or less, and being located near the intersection of Gregg Ln and FM 973, Manor, TX.**
Applicant: Jones Carter
Owner: Gregg Lane Dev., LLC
Submitted by: Scott Dunlop, Development Services Director
18. **Consideration, discussion, and possible action to enter into a Software Services Agreement with Camino Inc. for permit and licensing processes.**
Submitted by: Scott Dunlop, Development Services Director
19. **Consideration, discussion, and possible action on a Stormwater Fee Implementation Scope of Work.**
Submitted by: Scott Dunlop, Development Services Director

20. **Consideration, discussion, and possible action on a Coordinated Sign Plan for the Presidential Meadows Retail Center.**
Submitted by: Scott Dunlop, Development Services Director
21. **Consideration, discussion, and possible action on Letter of Intent for Underwriting Services for Special Assessment Bonds and G-17 (Mustang Valley Public Improvement District).**
Submitted by: Scott Dunlop, Development Services Director
22. **Consideration, discussion, and possible action on an Ordinance of the City of Manor, Texas Making a Finding of Special Benefit to the Property in Improvement Area #3 of the Manor Heights Public Improvement District; Providing for the Method of Assessment of Special Assessments Against Property in Improvement Area #3 of the District; Approving an Assessment Roll for Improvement Area #3 of the District; Levying Assessments against Property within Improvement Area #3 of the District; Providing for Payment of the Assessments; Providing for Penalties and Interest on Delinquent Assessments; Establishing a Lien on Property within Improvement Area #3 of the District; Approving an Amended and Restated Service and Assessment Plan; Providing for Related Matters in Accordance with Chapter 372, Texas Local Government Code; Providing Aan Effective Date; and Providing for Severability.**
Submitted by: Scott Dunlop, Development Services Director
23. **Consideration, discussion, and possible action on an Ordinance of the City of Manor, Texas Special Assessment Revenue Bonds, Series 2023 (Manor Heights Public Improvement District Improvement Area #3 Project); Approving and Authorizing an Indenture of Trust, a Bond Purchase Agreement, a Limited Offering Memorandum, a Continuing Disclosure Agreement, and Other Agreements and Documents in Connection Therewith; Making Findings with Respect to the Issuance of Such Bonds; Providing an Effective Date.**
Submitted by: Scott Dunlop, Development Services Director
24. **Consideration, discussion, and possible action on a proposal for the project of City Branding and Ongoing Communications Services.**
Submitted by: Scott Jones, Economic Development Director
25. **Consideration, discussion and possible action on proposed bond propositions.**
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 551.087, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding EntradaGlen PID;*
- *Section 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the Blue Bluff Development;*

- Section 551.071 and Section 551.087, Texas Government Code to deliberate on the acquisition of real property; and
- Section 551.074 (Personnel Matters) to review and discuss a study regarding employee compensation

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 16, 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 almaraz@manortx.gov