



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  
Vacant, Place 6

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## City Council Regular Meeting

Wednesday, December 15, 2021 at 7:00 PM

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

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### AGENDA

**CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

**PLEDGE OF ALLEGIANCE**

**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. Nomi Health COVID-19 Testing Partnership**  
*Submitted by: Scott Dunlop, Interim City Manager*
- B. City Manager's Report**  
*Submitted by: Scott Dunlop, Interim City Manager*
  - CapMetro
  - Broadband Concerns

**PUBLIC HEARINGS**

- 1. Conduct a public hearing on a Rezoning Application for 8.57 acres, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315 and the Calvin Barker Survey No. 38, Abstract No. 58, and being located at 12920 Old Highway 20, Manor, TX from Agricultural (A) to Neighborhood Business (NB) and Townhome (TH).**  
*Applicant: Rao's Consulting Engineers, LLC*  
*Owner: Sampsg Properties, LLC*  
*Submitted by: Scott Dunlop, Interim City Manager*

2. **Conduct a public hearing on a Rezoning Application for 10.24 acres, more or less, out of the A.C. Caldwell Survey, Abstract 154, and being located near the intersection of Paseo de Presidente and Gunn Lane, Manor, TX from Single Family Suburban (SF-1) to Multi-Family 15 (MF-1).**  
*Applicant: Kimley-Horn and Associates, Inc.*  
*Owner: Dwyer Realty*  
*Submitted by: Scott Dunlop, Interim City Manager*
3. **Conduct a public hearing on a Rezoning Application for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).**  
*Applicant: SEC Planning*  
*Owner: Enfield Partners, LLC*  
*Submitted by: Scott Dunlop, Interim City Manager*
4. **Conduct a public hearing on the Land Use Assumptions Map and proposed Water and Wastewater Capital Improvement Projects.**  
*Submitted by: Pauline M. Gray, P.E. City Engineer*
5. **Conduct a public hearing on an ordinance annexing of 3.398 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.**  
*Submitted by: Scott Dunlop, Interim City Manager*
6. **Conduct a public hearing on an ordinance annexing of 134.529 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.**  
*Submitted by: Scott Dunlop, Interim City Manager*

## 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.*

7. **Consideration, discussion, and possible action to approve the City Council Minutes of the December 1, 2021, City Council Regular Meeting.**  
*Submitted by: Lluvia T. Almaraz, City Secretary*

**8. Consideration, discussion, and possible action on the acceptance of the November 2021 Departmental Reports.**

*Submitted by: Scott Dunlop, Interim City Manager*

- **Police – Ryan Phipps, Chief of Police**
- **Development Services – Scott Dunlop, Development 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**
- **Human Resources – Tracey Vasquez, HR Manager**

**REGULAR AGENDA**

**9. Consideration, discussion, and possible action on Hotel Occupancy Tax Funds for the Sesquicentennial Leadership Manor Class project.**

*Submitted by: Debbie Charbonneau, Heritage and Tourism Manager*

**10. Consideration, discussion, and possible action on an ordinance rezoning 8.57 acres, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315 and the Calvin Barker Survey No. 38, Abstract No. 58, and being located at 12920 Old Highway 20, Manor, TX from Agricultural (A) to Neighborhood Business (NB) and Townhome (TH).**

*Applicant: Rao's Consulting Engineers, LLC*

*Owner: Sampsg Properties, LLC*

*Submitted by: Scott Dunlop, Interim City Manager*

**11. Consideration, discussion, and possible action on an ordinance rezoning 10.24 acres, more or less, out of the A.C. Caldwell Survey, Abstract 154, and being located near the intersection of Paseo de Presidente and Gunn Lane, Manor, TX from Single Family Suburban (SF-1) to Multi-Family 15 (MF-1).**

*Applicant: Kimley-Horn and Associates, Inc.*

*Owner: Dwyer Realty*

*Submitted by: Scott Dunlop, Interim City Manager*

**12. Consideration, discussion, and possible action on an ordinance rezoning 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).**

*Applicant: SEC Planning*

*Owner: Enfield Partners, LLC*

*Submitted by: Scott Dunlop, Interim City Manager*

**13. Consideration, discussion, and possible action on the Land Use Assumptions Map and proposed Water and Wastewater Capital Improvement Projects.**

*Submitted by: Pauline M. Gray, P.E., City Engineer*

- 14. Consideration, discussion, and possible action on a change order to the construction contract for the Cottonwood Creek Wastewater Treatment Plant Improvements project.**  
*Submitted by: Frank T. Phelan, P.E., City Engineer*
- 15. Consideration, discussion, and possible action on a change order to the construction contract for the 2020 Capital Metro Pavement Improvements project.**  
*Submitted by: Pauline M. Gray, P.E., City Engineer*
- 16. Consideration, discussion, and possible action on a Statement of Work No. 9 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the Cottonwood Wastewater Treatment Plant Expansion project.**  
*Submitted by: Frank T. Phelan, P.E., City Engineer*
- 17. Consideration, discussion, and possible action on Exterior Renovation of the Historic Riveted Cone Elevated 50-thousand-gallon storage tank.**  
*Submitted by: Michael Tuley, Director of Public Works*
- 18. Consideration, discussion, and possible action on RFP 2021-58 for a Grant Management Consultant.**  
*Submitted by: Scott Dunlop, Interim City Manager*
- 19. Consideration, discussion, and possible action on an Interlocal Agreement between the City of Manor and Manor Independent School District related to land development regulations.**  
*Submitted by: Scott Dunlop, Interim City Manager*
- 20. 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, 2020, and ending September 30, 2021.**  
*Submitted by: Lydia Collins, Director of Finance*
- 21. Consideration, discussion, and possible action on the Board of Adjustment attendance report for Board Member Place 1, William Mann; and declare a vacancy.**  
*Submitted by: Scott Dunlop, Interim City Manager*
- 22. Consideration, discussion, and possible action to appoint Board Member Alternate No. 2, Neal Edwards to Place No. 1 of the Board of Adjustment.**  
*Submitted by: Scott Dunlop, Interim City Manager*
- 23. Consideration, discussion, and possible action on an ordinance for specific retiree benefits through TML Health Benefits Pool.**  
*Submitted by: Tracey Vasquez, HR Manager*
- 24. Consideration, discussion, and possible action to close City Offices at 12:00 p.m. on Friday, December 17, 2021.**  
*Submitted by: Tracey Vasquez, HR 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:

- *Section 551.071, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct (Consultation with Attorney) to consult with legal counsel regarding the Interlocal Agreement for Allocation of Sales Tax Revenue for the Development of Infrastructure by the City of Manor and Travis County Emergency Services District No. 12;*
- *Sections 551.087 and 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Rose Hill PID Reimbursement Agreement; and*
- *Section 551.074 (Personnel Matters) to deliberate the position of Community Services Director and IT Director*

## **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, December 10, 2021, by 5:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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/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](mailto:lalmaraz@cityofmanor.org) .