



**CITY COUNCIL  
REGULAR SESSION MINUTES  
NOVEMBER 17, 2021**

**PRESENT:**

Dr. Christopher Harvey, Mayor

**COUNCIL MEMBERS:**

Emily Hill, Place 1  
Anne Weir, Place 2  
Maria Amezcua, Place 3  
Sonia Wallace, Place 4  
Aaron Moreno, Place 5  
Vacant, Place 6

**CITY STAFF:**

Scott Dunlop, Interim City Manager  
Lluvia T. Almaraz, City Secretary  
Ryan Phipps, Chief of Police  
Lydia Collins, Director of Finance  
Debbie Charbonneau, Heritage and Tourism Manager  
Tracey Vasquez, HR Manager  
Michael Tuley, Director of Public Works  
Sarah Friberg, Court Administrator  
Veronica Rivera, Assistant City Attorney  
Christina Lane, Finance Advisor  
Gregory Miller, Bond Counsel

**REGULAR SESSION – 7:00 P.M.**

With a quorum of the Council Members present, the regular session of the Manor City Council was called to order by Mayor Harvey at 7:00 p.m. on Wednesday, November 17, 2021, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

## **PLEDGE OF ALLEGIANCE**

At the direction of Mayor Harvey, Council Member Moreno led the Pledge of Allegiance.

## **PROCLAMATIONS**

### **A. Declaring the week of November 15 – November 21, 2021, as “*National Apprenticeship Week*”**

Mayor Harvey read and presented proclamation to Council Member Hill.

## **PUBLIC COMMENTS**

Manuel Silva spoke to City Council regarding the upcoming Bocce Ball Tournament in Manor. He thanked the parks department for the maintenance of the Bocce Courts at Timmermann Park. Mr. Silva invited everyone to go out and enjoy the game on Wednesday’s afternoon and Saturday mornings.

Robert Battaile spoke to City Council regarding the Bocce Ball Tournament and the scoring board he is providing. Mr. Battaile thanked the city for their support.

Maria T. Johnson spoke to City Council in regard to her families support for Bocce Ball. Ms. Johnson also spoke regarding the Disc Golf Course that was proposed in 2016 for Timmermann Park. Ms. Johnson expressed her interest in supporting the course and suggested for the city to reach out to sponsors that were willing to support and finance the disc golf baskets if needed. She spoke on her involvement with the Austin Audubon Society and offered her services to the city.

No one else appeared at this time.

## **REPORTS**

*Reports about items of community interest on which no action was taken.*

### **A. Affordable Housing**

Mayor Harvey discussed affordable housing for the City of Manor.

### **B. Incubator spaces for small business development**

Mayor Harvey discussed the possibilities of offering incubator spaces for small business development opportunity within the city.

### **C. Animal Control Concerns**

Chief Phipps discussed the city’s concerns regarding animal control and recommended for topic to be discussed in the Public Safety Committee.

#### **D. City Manager's Report**

Interim City Manager Dunlop gave an update on the following:

- Upcoming Development Projects
- American Rescue Plan Fund
- Broadband Concerns
- City Events

#### **CONSENT AGENDA**

**1. Consideration, discussion, and possible action to approve the City Council Minutes of the November 3, 2021, City Council Regular Meeting.**

**2. Consideration, discussion, and possible action on the acceptance of the October 2021 Departmental Reports.**

- 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

**3. Consideration, discussion, and possible action on a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).**

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Hill, to approve Item 2 and Item 3 of the Consent Agenda and postpone Item 1 to the December 1, 2021, Council meeting.

There was no further discussion.

**Motion to approve carried 6-0**

#### **REGULAR AGENDA**

**4. Consideration, discussion, and possible action to approve an ordinance authorizing the issuance of "City of Manor, Texas Combination Tax and Revenue Certificates of Obligation, Series 2021"; authorizing the sale thereof; enacting provisions related to the issuance of the certificates.**

The City staff recommended that the City Council approve Ordinance No. 630 authorizing the issuance of "City of Manor, Texas Combination Tax and Revenue Certificates of Obligation, Series 2021"; authorizing the sale thereof; enacting provisions related to the issuance of the certificates.

Financial Advisory Lane discussed the proposed bids.

Ordinance No. 630: An Ordinance Authorizing the Issuance of \$6,360,000 "City of Manor, Texas Combination Tax and Revenue Certificates of Obligation, Series 2021"; Authorizing the Sale Thereof; Enacting Provisions Related to the Issuance of the Certificates.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Council Member Amezcua, to approve Ordinance No. 630 authorizing the issuance of "City of Manor, Texas Combination Tax and Revenue Certificates of Obligation, Series 2021"; authorizing the sale thereof; enacting provisions related to the issuance of the certificates and accepting Amegy Bank as the low bidder.

There was no further discussion.

**Motion to approve carried 6-0**

**5. Consideration, discussion, and possible action to approve a resolution expressing intent to finance expenditures to be incurred by the City of Manor, Texas.**

The City staff recommended that the City Council approve Resolution No. 2021-23 expressing intent to finance expenditures to be incurred by the City of Manor, Texas.

Bond Counsel Miller discussed the proposed reimbursement resolution.

Resolution No. 2021-23: Resolution Expressing Intent to Finance Expenditures to be Incurred by the City of Manor, Texas.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Council Member Amezcua, to approve Resolution No. 2021-23 expressing intent to finance expenditures to be incurred by the City of Manor, Texas.

There was no further discussion.

**Motion to approve carried 6-0**

**6. Consideration, discussion, and possible action to approve a resolution authorizing the hiring of bond counsel on a contingency fee basis.**

The City staff recommended that the City Council approve Resolution No. 2021-24 authorizing the hiring of bond counsel on a contingency fee basis.

Bond Counsel Miller discussed the proposed resolution.

Resolution No. 2021-24: Resolution Authorizing Hiring of Bond Counsel on a Contingency Fee Basis.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Amezcua, to approve Resolution No. 2021-24 authorizing the hiring of bond counsel on a contingency fee basis.

There was no further discussion.

**Motion to approve carried 6-0**

**7. Consideration, discussion, and possible action on the first amendment to the Development Agreement for the Palomino Development.**

The City staff recommended that the City Council approve the first amendment to the Development agreement for the Palomino Development.

Interim City Manager Dunlop discussed the proposed amendment.

**MOTION:** Upon a motion made by Council Member Hill and seconded by Council Member Wallace, to approve the first amendment to the Development Agreement for the Palomino Development.

There was no further discussion.

**Motion to approve carried 6-0**

**8. Consideration, discussion, and possible action on Exterior Renovation of the Historic Riveted Cone Elevated 50-thousand-gallon storage tank.**

The City staff recommended that the City Council postpone item to the second meeting in December.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Hill to postpone item to the second meeting in December.

There was no further discussion.

**Motion to approve carried 6-0**



Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 7:56 p.m. on Wednesday, November 17, 2021, in accordance with the requirements of the Open Meetings Law.

## **EXECUTIVE SESSION**

The Manor City Council 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* at 7:56 p.m. on Wednesday, November 17, 2021.

The Executive Session was adjourned at 8:34 p.m. on Wednesday, November 17, 2021.

## **OPEN SESSION**

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and took action on item(s) discussed during Closed Executive Session at 8:34 p.m. on Wednesday, November 17, 2021.

Mayor Harvey opened the floor for action to be taken on the items discussed in the Executive Session.

There was no action taken.

### **9. Consideration, discussion, and possible action on an ordinance amending the Manor Code of Ordinances Chapter 1 – General Provisions; Article 1.04 – Section 1.04002 Rules of Procedure.**

The City staff recommended that the City Council approve Ordinance No. 631 amending the Manor Code of Ordinances Chapter 1 – General Provisions; Article 1.04 – Section 1.04002 Rules of Procedure.

City Secretary Amezcua discussed the proposed amendments to the Rules of Procedure.

**MOTION:** Upon a motion made by Council Member Hill and Council Member Weir to approve Ordinance No. 631 amending the Manor Code of Ordinances Chapter 1 – General Provisions; Article 1.04 – Section 1.04002 Rules of Procedure.

There was no further discussion.

**Motion to approve carried 6-0**

**10. Consideration, discussion, and possible action on the appointment of Mayor Pro Tem to serve a one-year term.**

The City staff recommended that the City Council appoint a Mayor Pro Tem to serve a one-year term.

Council Member Hill nominated herself.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Weir, appoint Council Member Hill to Mayor Pro Tem to serve a one-year term.

There was no further discussion.

**Motion to approve carried 6-0**

**11. Consideration, discussion, and possible action on the appointment of two (2) Budget Committee Council Members; and Chairperson to serve a one-year term.**

The City staff recommended that the City Council appoint two (2) Budget Committee Members; and Chairperson to serve a one-year term.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Council Member Moreno, to appoint Council Member Amezcua and Council Member Weir to the Budget Committee and appoint Council Member Amezcua to Chairperson for a one-year term.

There was no further discussion.

**Motion to approve carried 6-0**

**12. Consideration, discussion, and possible action on the appointment of two (2) Public Improvement District (PID) Committee Council Members; and Chairperson to serve a one-year term.**

The City staff recommended that the City Council appoint two (2) Public Improvement District (PID) Committee Council Members; and Chairperson to serve a one-year term.

Council Member Moreno volunteered.

Council Member Weir volunteered.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Wallace, to appoint Council Member Moreno and Council Member Weir to the PID Committee and appoint Council Member Moreno to Chairperson for a one-year term.

There was no further discussion.

**Motion to approve carried 6-0**

**13. Consideration, discussion, and possible action on the appointment of two (2) Park Committee Council Members; and Chairperson to serve a one-year term.**

The City staff recommended that the City Council appoint two (2) Park Committee Council Members; and Chairperson to serve a one-year term.

Council Member Wallace volunteered.

Council Member Moreno volunteered.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Amezcua, to appoint Council Member Moreno and Council Member Wallace to the Park Committee and appoint Council Member Wallace to Chairperson for a one-year term.

There was no further discussion.

**Motion to approve carried 6-0**

**14. Consideration, discussion, and possible action on the appointment of two (2) Public Tree Advisory Board Council Members; and Chairperson to serve a one-year term.**

The City staff recommended that the City Council appoint two (2) Public Tree Advisory Board Council Members; and Chairperson to serve a one-year term.

Council Member Wallace volunteered Lakesha Small from P&Z Commission.

Interim City Manager Dunlop volunteered Julie Leonard from P&Z Commission.

Discussion was held regarding the Park Committee Council Members were automatically appointed to the Public Tree Advisory Board.

Discussion was held to appoint two (2) P&Z Commissioners for the committee.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Moreno, to appoint LaKesha Small and Julie Leonard from the P&Z Commission and appoint Council Member Wallace to Chairperson for a one-year term.

There was no further discussion.

**Motion to approve carried 6-0**



**15. Consideration, discussion, and possible action on the appointment of two (2) Economic Development Committee Council Members; and Chairperson to serve a one-year term.**

The City staff recommended that the City Council appoint two (2) Economic Development Committee Council Members; and Chairperson to serve a one-year term.

Mayor Harvey volunteered.

Council Member Weir volunteered.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua, to appoint Mayor Harvey and Council Member Weir to the Economic Development Committee and appoint Mayor Harvey to Chairperson for a one-year term.

There was no further discussion.

**Motion to approve carried 6-0**

**16. Consideration, discussion, and possible action on the appointment of the Mayor, City Manager, Chief of Police, and two (2) Emergency Management Committee Council Members to serve a one-year term.**

The City staff recommended that the City Council appoint the Mayor, City Manager, Chief of Police and two (2) Emergency Management Committee Council Members to serve a one-year term.

Council Member Moreno volunteered.

Council Member Amezcua volunteered.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Council Member Wallace, to appoint Council Member Moreno and Council Member Amezcua to the Emergency Management Committee for a one-year term.

There was no further discussion.

**Motion to approve carried 6-0**

**17. Consideration, discussion, and possible action on the appointment of two (2) Public Safety Committee Council Members; and Chairperson to serve a one-year term.**

The City staff recommended that the City Council appoint two (2) Public Safety Committee Council Members; and Chairperson to serve a one-year term.

Mayor Pro Tem Hill volunteered.

Council Member Wallace volunteered.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Amezcua, to appoint Mayor Pro Tem Hill and Council Member Wallace to the Public Safety Committee; and appoint Mayor Pro Tem Hill to Chairperson for a one-year term.

There was no further discussion.

**Motion to approve carried 6-0**

**18. Consideration, discussion, and possible action on the appointment of the Tax Increment Reinvestment Zone, Number One, Board of Directors to serve a one-year term.**

The City staff recommended that the City Council appoint all council to the Tax Increment Reinvestment Zone, Number One, Board of Directors to serve a two-year term.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Council Member Amezcua, to appoint all City Council to the Tax Increment Reinvestment Zone, Number One, Board of Directors to serve a two-year term.

There was no further discussion.

**Motion to approve carried 6-0**

**19. Consideration, discussion, and possible action on the appointment of two (2) Capital Improvement Committee Council Members; and Chairperson to serve a one-year term.**

The City staff recommended that the City Council appoint two (2) Capital Improvement Committee Council Members; and Chairperson to serve a one-year term.

Mayor Harvey volunteered.

Council Member Amezcua volunteered.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Moreno, to appoint Mayor Harvey and Council Member Amezcua to the Capital Improvement Committee; and appoint Mayor Harvey to Chairperson for a one-year term.

There was no further discussion.

**Motion to approve carried 6-0**

**20. Consideration, discussion, and possible action on the appointment of two (2) Education Committee Council Members; and Chairperson to serve a one-year term.**

The City staff recommended that the City Council appoint two (2) Education Committee Council Members; and Chairperson to serve a one-year term.

Council Member Amezcua volunteered.

Council Member Moreno volunteered.

Mayor Pro Tem Hill volunteered.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Council Member Wallace, to appoint Mayor Pro Tem Hill and Council Member Amezcua to the Education Committee; and appoint Mayor Pro Tem Hill to Chairperson for a one-year term.

There was no further discussion.

**Motion to approve carried 6-0**

**21. Consideration, discussion, and possible action on the appointment of two (2) Health Care Committee Council Members; and Chairperson to serve a one-year term.**

The City staff recommended that the City Council appoint two (2) Education Committee Council Members; and Chairperson to serve a one-year term.

Council Member Weir volunteered.

Council Member Moreno volunteered.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Wallace, to appoint Council Member Weir and Council Member Moreno to the Health Care Committee; and appoint Council Member Weir to Chairperson for a one-year term.

There was no further discussion.

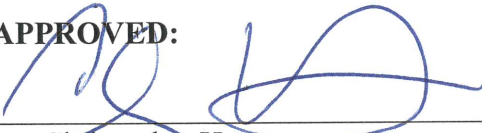
**Motion to approve carried 6-0**

**ADJOURNMENT**

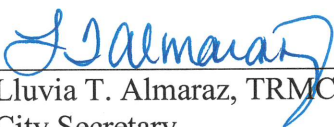
The Regular Session of the Manor City Council Adjourned at 8:55 p.m. on Wednesday, November 17, 2021.

These minutes approved by the Manor City Council on the 1<sup>st</sup> day of November 2021. (*Audio recording archived*)

**APPROVED:**

  
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Dr. Christopher Harvey  
Mayor

**ATTEST:**

  
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Lluvia T. Almaraz, TRMC  
City Secretary

