



**CITY COUNCIL
REGULAR SESSION MINUTES
SEPTEMBER 18, 2024**

**This meeting was live-streamed on Manor's YouTube Channel
You can access the meeting at <https://www.cityofmanor.org/page/livestream>**

PRESENT:

Dr. Christopher Harvey, Mayor

COUNCIL MEMBERS:

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 STAFF:

Scott Moore, City Manager
Denver Collins, Assistant Chief of Police
Lluvia T. Almaraz, City Secretary
Belen Peña, Finance Director
Tracey Vasquez, HR Director
Michael Burrell, Interim Development Services Director
Mathew Woodard, Public Works Director
Phil Green, IT Director
Veronica Rivera, Assistant City Attorney

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 7:04 p.m. on Wednesday, September 18, 2024, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

INVOCATION

Mayor Harvey gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Harvey led the Pledge of Allegiance.

EVENTS/ANNOUNCEMENT

A. Manor Youth Advisory Commission Open House, Saturday, September 28, 2024, at Manor City Hall Council Chambers, 105 E. Eggleston St.

Mayor Harvey and Council Member Moreno invited the community to attend the Manor Youth Advisory Commission Open House on Saturday, September 28, 2024.

PUBLIC COMMENTS

No one appeared at this time.

PUBLIC HEARINGS

1. Conduct a Public Hearing on the FY 2024-2025 Proposed Property Tax Rate of the City of Manor, Texas.

The city staff recommended that the City Council conduct the public hearing.

Mayor Harvey opened the Public Hearing.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Amezcua to close the public hearing.

There was no further discussion.

Motion to close carried 7-0

2. Conduct a public hearing on the FY 2024-2025 Proposed Annual Budget of the City of Manor, Texas.

The city staff recommended that the City Council conduct the public hearing.

Mayor Harvey opened the Public Hearing.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Moreno to close the public hearing.

**City Council Regular Session Minutes
September 18, 2024**

There was no further discussion.

Motion to close carried 7-0

- 3. Conduct a public hearing on a rezoning application for one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial. Applicant: Foresite; Owner: White Oak Development**

The city staff recommended that the City Council conduct the public hearing.

Mayor Harvey opened the Public Hearing.

Fritz Van Nest with White Oak Development submitted a speaker card in support of this item; however, he did not wish to speak but was available to address any questions posed by the City Council.

Jon Olson with Foresite Group, LLC introduced himself and discussed the attached presentation.

A discussion was held regarding the addition of office space.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to close the public hearing.

There was no further discussion.

Motion to close carried 7-0

CONSENT

- 4. Consideration, discussion, and possible action to approve the City Council Minutes of September 4, 2024, City Council Regular Meeting.**
- 5. Consideration, discussion, and possible action on accepting the August 2024 City Council Monthly Reports.**
- 6. Consideration, discussion, and possible action on accepting the August 2024 Departmental Reports.**

- **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 – Scott Dunlop, 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**

7. Consideration, discussion, and possible action on revisions and inserts to the Fifth Amendment to the Butler/East Hwy 290 & 13100 N. FM 973 (Manor Crossing) Development Agreement.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Moreno to approve the consent agenda.

There was no further discussion.

Motion to approve carried 7-0

REGULAR AGENDA

8. First Reading: Consideration, discussion, and possible action on an ordinance Rezoning one (1) lot on 4 acres, more or less, and being located at 16005 E US Hwy 290, Manor, TX from (A) Agricultural to (C-2) Medium Commercial. *Applicant: Foresite; Owner: White Oak Development*

The city staff recommended that the City Council approve the first reading of an ordinance Rezoning one (1) lot on 4 acres, more or less, and being located at 16005 E. US Hwy 290, Manor, TX from (A) Agriculture to (C-2) Medium Commercial.

Ordinance: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From (A) Agricultural to (C-2) Medium Commercial; Making Findings of Fact; Providing a Severability Clause; an Effective Date; Open Meeting Clauses, and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Wallace and seconded by Mayor Pro Tem Emily Hill to approve the first reading of an ordinance Rezoning one (1) lot on 4 acres, more or less, and being located at 16005 E. US Hwy 290, Manor, TX from (A) Agriculture to (C-2) Medium Commercial with conditions of general retail sales, general, mini-storage warehouse, and any use protected bylaw.

There was no further discussion.

Motion to approve carried 6-1 (Council Member Amezcua voted against)

9. Second and Final Reading: Consideration, discussion, and possible action on an ordinance for a franchise with Frontier Texas Ventures I, LLC for Municipal Solid Waste Collection, Transportation and Disposal (Residential, Commercial, Industrial, and Recycling).

The city staff recommended that the City Council approve the second and final reading of Ordinance No. 759 for a franchise with Frontier Texas Ventures I, LLC for the Municipal Solid Waste Collection, Transportation, and Disposal Contract (Residential, Commercial, Industrial, and Recycling); and authorize the City Manager to execute the final negotiated contract.

Ordinance No. 759: An Ordinance of The City of Manor, Texas Approving an Exclusive Franchise Agreement with Frontier Texas Ventures I, LLC for the Collection, Transportation, and Disposal of Municipal Solid Waste (Residential, Commercial, Industrial and Recycling) in the City of Manor; Granting Frontier Texas Ventures I, LLC Certain Powers, Licenses and Privileges to Use the Streets, Avenues, Easements, Rights-Of-Way, Alleys, Highways, Sidewalks, and Bridges in Said City; Prescribing Certain Rights, Duties, Terms and Conditions; Providing for the Payment to the City of a Percentage of Gross Receipts of Grantee From Its Operations; Approving the Establishment of a Franchise Fee on Solid Waste Services Charged by The City of Manor to Its Customers; Providing a Severability Clause, Providing Savings, Effective Date and Open Meetings Clauses, and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Wallace and seconded by Mayor Pro Tem Hill Amezcua to approve the second and final reading of Ordinance No. 759 for a franchise with Frontier Texas Ventures I, LLC for the Municipal Solid Waste Collection, Transportation, and Disposal Contract (Residential, Commercial, Industrial, and Recycling); and authorize the City Manager to execute the final negotiated contract.

There was no further discussion.

Motion to approve carried 7-0

At the direction of Mayor Harvey Item No. 11 was conducted next.

11. Consideration, discussion, and possible action on an ordinance adopting the Annual Budget for the City of Manor for the fiscal year beginning October 1, 2024, and ending September 30, 2025.

The city staff recommended that the City Council approve Ordinance No. 761 adopting an annual budget for the ensuing fiscal year beginning October 1, 2024, and ending September 30, 2025, for the City of Manor.

Mayor Pro Tem Emily Hill requested for this item to be postponed to a special called session.

MOTION: Upon a motion made by Council Member Moreno and seconded by Mayor Pro Tem Emily Hill to postpone the item to September 26, 2024, Special Called Meeting at 7:00 p.m.

There was no further discussion.

Motion to postpone carried 7-0

10. Consideration, discussion, and possible action on an ordinance Levying Ad Valorem Taxes for the Use and Support of the Municipal Government of the City for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025.

The city staff recommended that the City Council approve and adopt Ordinance No. 760 with the following motion: "I move that the property tax rate be increased by the adoption of a tax rate of \$0.8537 on each \$100.00 valuation of property, which is effectively a 7.83% percent increase in the tax rate."

Finance Director Peña discussed the deadline to submit the tax rate to the county.

MOTION: Upon a motion made by Council Member Moreno and seconded by Mayor Pro Tem Emily Hill to postpone the item to September 26, 2024, Special Called Meeting at 7:00 p.m.

There was no further discussion.

Motion to postpone carried 7-0

12. Consideration, discussion, and possible action on a resolution authorizing the City Manager to execute the Fiscal Year 2025 Texas Traffic Safety Program Comprehensive STEP (Selective Traffic Enforcement Program) grant agreement and to serve as the authorized official for this and future grant matters.

The city staff recommended that the City Council approve Resolution No. 2024-28 authorizing the City Manager to execute the Fiscal Year 2025 Texas Traffic Safety Program Comprehensive STEP grant agreement and to act as the authorized official for all related matters.

Assistant Chief of Police Collins discussed the proposed agreement.

Resolution No. 2024-28: A Resolution of The City Council Of The City Of Manor, Texas Authorizing The City Manager To Execute And Sign The Texas Traffic Safety Program Grant Agreement For The Fiscal Year 2025 Comprehensive Step (Selective Traffic Enforcement Program) Grant; And Designating The City Manager As The Authorized Official For All Matters Pertaining To The Grant, Including Future Fiscal Years.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Weir to approve Resolution No. 2024-28 authorizing the City Manager to execute the Fiscal Year 2025 Texas Traffic Safety Program Comprehensive STEP grant agreement and to act as the authorized official for all related matters.

There was no further discussion.

Motion to approve carried 7-0

13. Consideration, discussion, and possible action on the ordinance amending Manor Code of Ordinances Appendix A Fee Schedule by repealing existing sections A5.002 and A5.003 relating to parks and special event rental fees; adopting new section A5.002 relating to parks and amenities rental fees; adopting new section A5.003 relating to special event rental fees; amending section A5.004 relating to film projects using city property fees; adopting new section A5.007 relating to facilities and property rental permit fees; adopting new section A5.008 relating to equipment rental and fees for staff services; providing for an effective date, savings, severability, and open meetings clauses; and providing for related matters.

The city staff recommended that the City Council approve Ordinance No. 762 as set forth in the caption above.

A discussion was held regarding the changes in the fees.

MOTION: Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Emily Hill to postpone the item to September 26, 2024, Special Called Meeting at 7:00 p.m.

There was no further discussion.

Motion to postpone carried 7-0

14. Consideration, discussion, and possible action on an ordinance naming the 70-foot right-of-way on the Final Plat Manor Senior High School as "Ventura Arbor Lane" and providing for related matters.

The city staff recommended that the City Council approve Ordinance No. 763 naming the 70-foot right-of-way on the Final Plat Manor Senior High School as "Ventura Arbor Lane" and authorizing the City Manager to implement the necessary actions for signage, notification, and updates.

Assistant City Attorney Rivera discussed the proposed ordinance.

Ordinance No. 763: An Ordinance of The City Of Manor, Texas, Naming a Portion of a Right-Of-Way as "Ventura Arbor Lane"; Providing for an Effective Date, Savings, Severability, and Open Meetings Clauses; and Providing For Related Matters.

City Council Regular Session Minutes
September 18, 2024

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to approve Ordinance No. 763 naming the 70-foot right-of-way on the Final Plat Manor Senior High School as “Ventura Arbor Lane” and authorizing the City Manager to implement the necessary actions for signage, notification, and updates.

There was no further discussion.

Motion to approve carried 6-1 (Mayor Pro Tem Emily Hill voted against)

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 7:43 p.m. on Wednesday, September 18, 2024, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The Manor City Council convened into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in *Sections 551.071 and 551.072, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel and to deliberate the purchase of real property; and Section 551.071 Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the Hibbs Lane Parcel* at 7:43 p.m. on Wednesday, September 18, 2024.

The Executive Session was adjourned at 8:03 p.m. on Wednesday, September 18, 2024.

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 the Closed Executive Session at 8:03 p.m. on Wednesday, September 18, 2024.

There was no action taken.

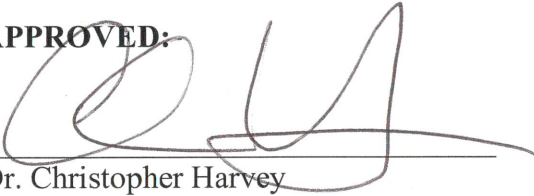
ADJOURNMENT

The Regular Session of the Manor City Council was Adjourned at 8:03 p.m. on Wednesday, September 18, 2024.

City Council Regular Session Minutes
September 18, 2024

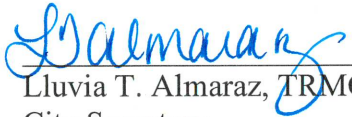
The Manor City Council approved these minutes on October 16, 2024.

APPROVED:



Dr. Christopher Harvey
Mayor

ATTEST:



Luvia T. Almaraz, TRMC
City Secretary



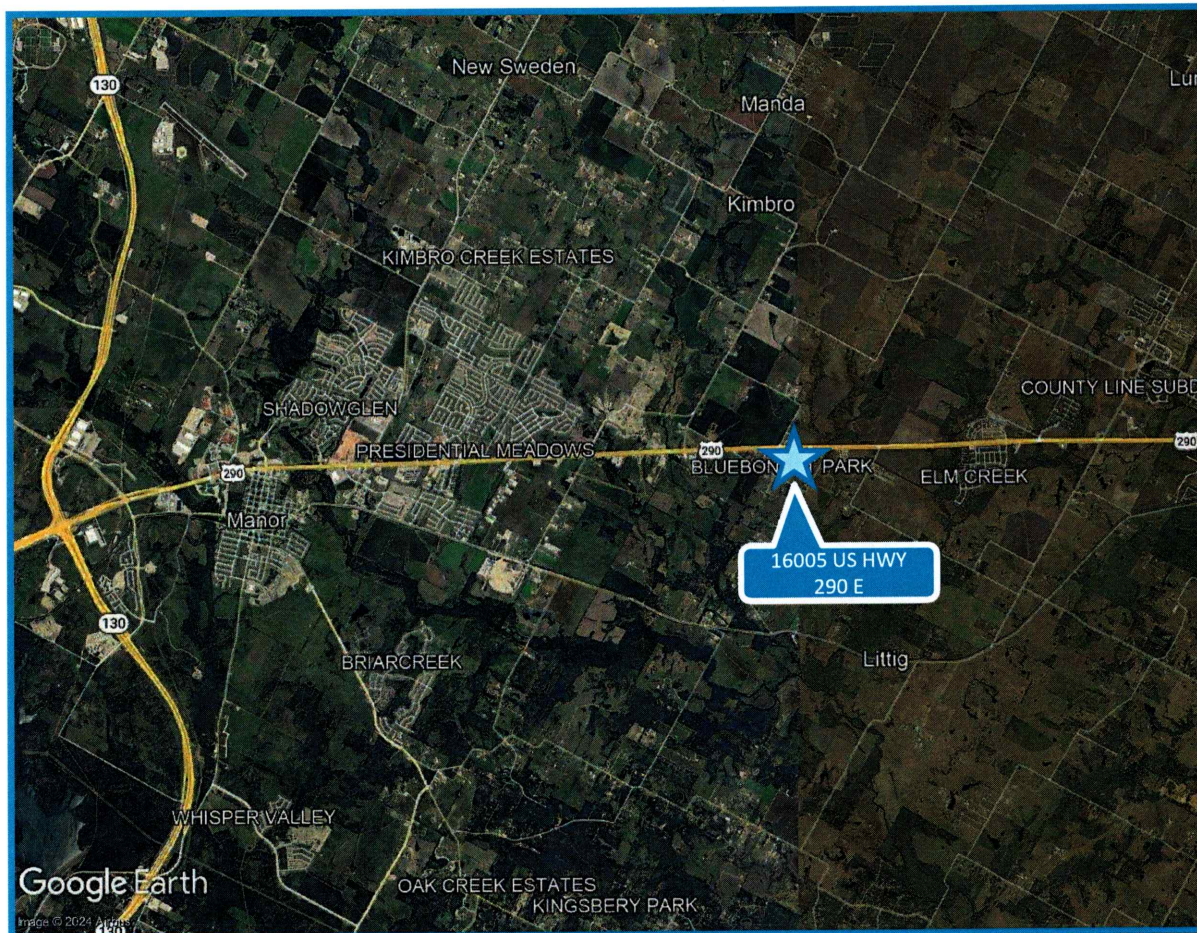
P#3

16005 E US HWY 290 REZONING

2024-P-1677-ZO
SEPT. 18TH, 2024



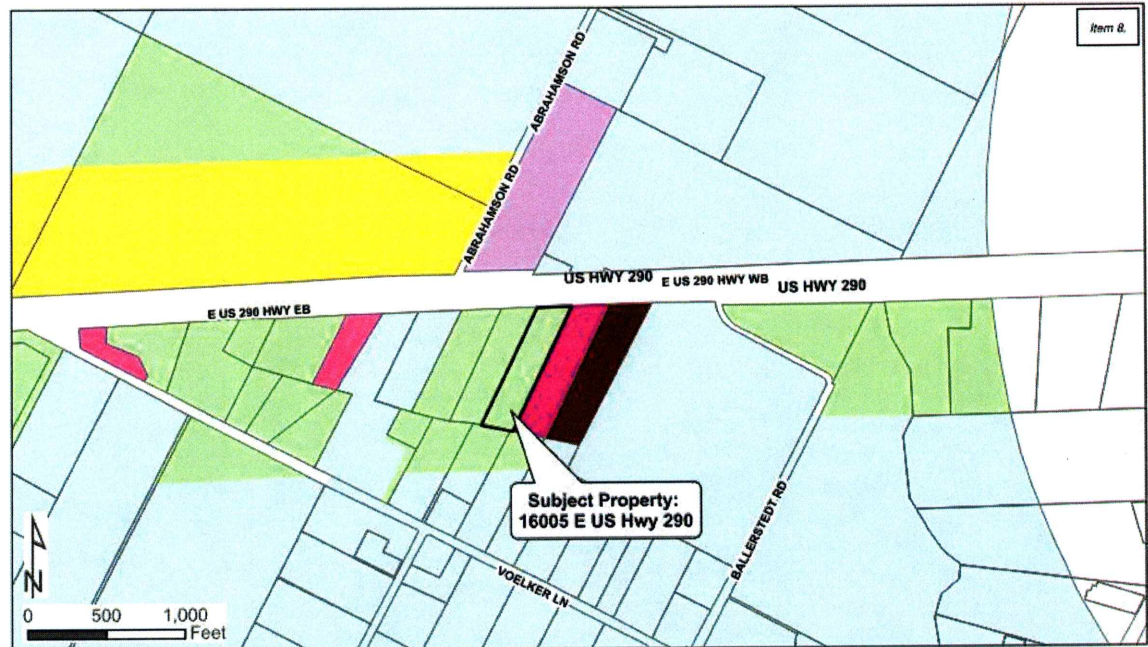
LOCATION



■ Proposed: Medium Commercial (C-2)

“Medium commercial uses should be located along or the (sic) intersections of major roadways to accommodate the traffic generated.”

§ 14.02.016(a) Manor Code of Ordinances



Current:
(A) Agricultural

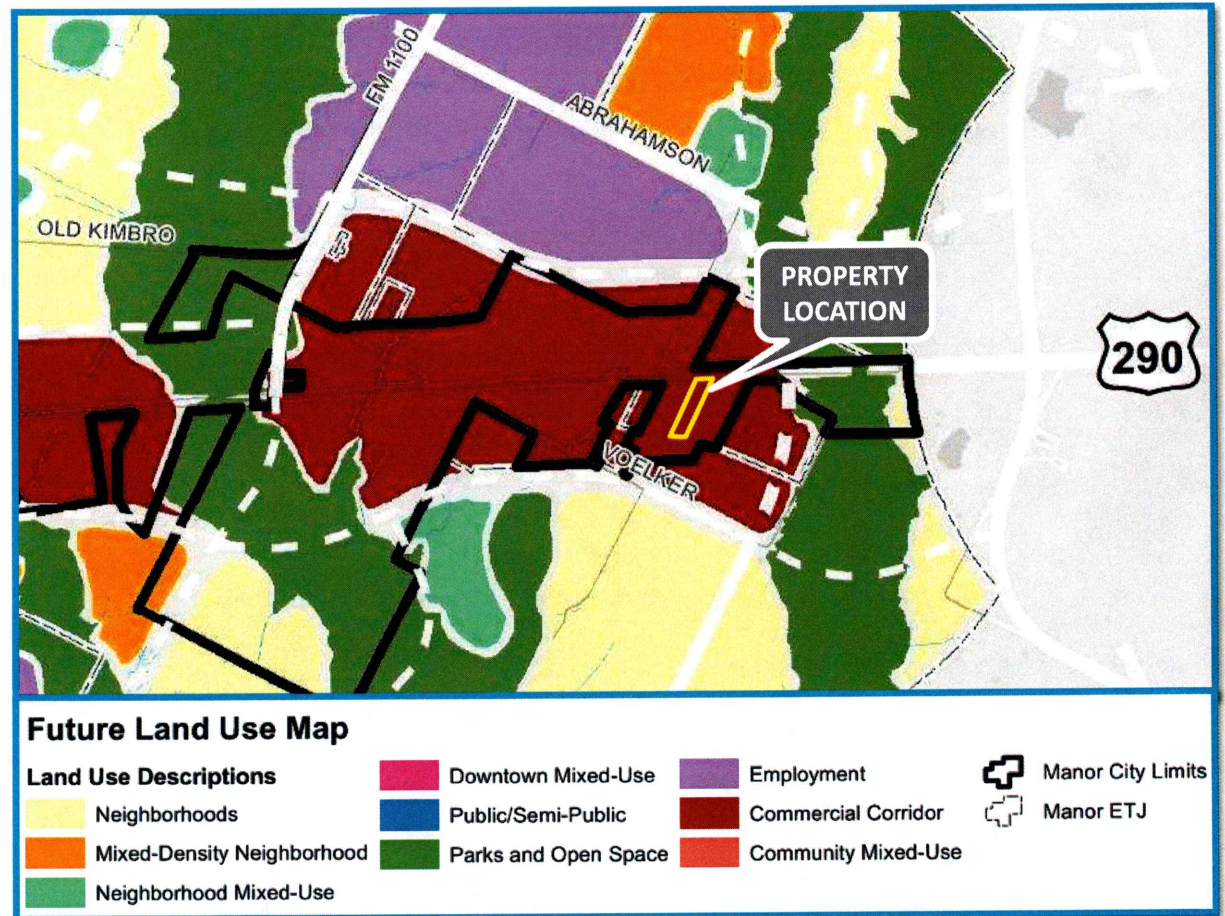
Proposed:
(C-2) Medium Commercial

Zone	
A - Agricultural	GO - General Office
SF-1 - Single Family Suburban	C-1 - Light Commercial
SF-2 - Single Family Standard	C-2 - Medium Commercial
TF - Two Family	C-3 - Heavy Commercial
TH - Townhome	NB - Neighborhood Business
MF-1 - Multi-Family 15	DB - Downtown Business
MF-2 - Multi-Family 25	IL-1 - Light Industrial
MH-1 - Manufactured Home	IL-2 - Heavy Industrial
I-1 - Institutional Small	PUD - Planned Unit Development
I-2 - Institutional Large	ETJ

* Not to scale

■ **Commercial Corridor:**

This category consists of nonresidential land uses that meet the needs of both local and regional residents. This includes big box stores and multi-tenant commercial uses.



■ Recommended approval with only these allowed uses:

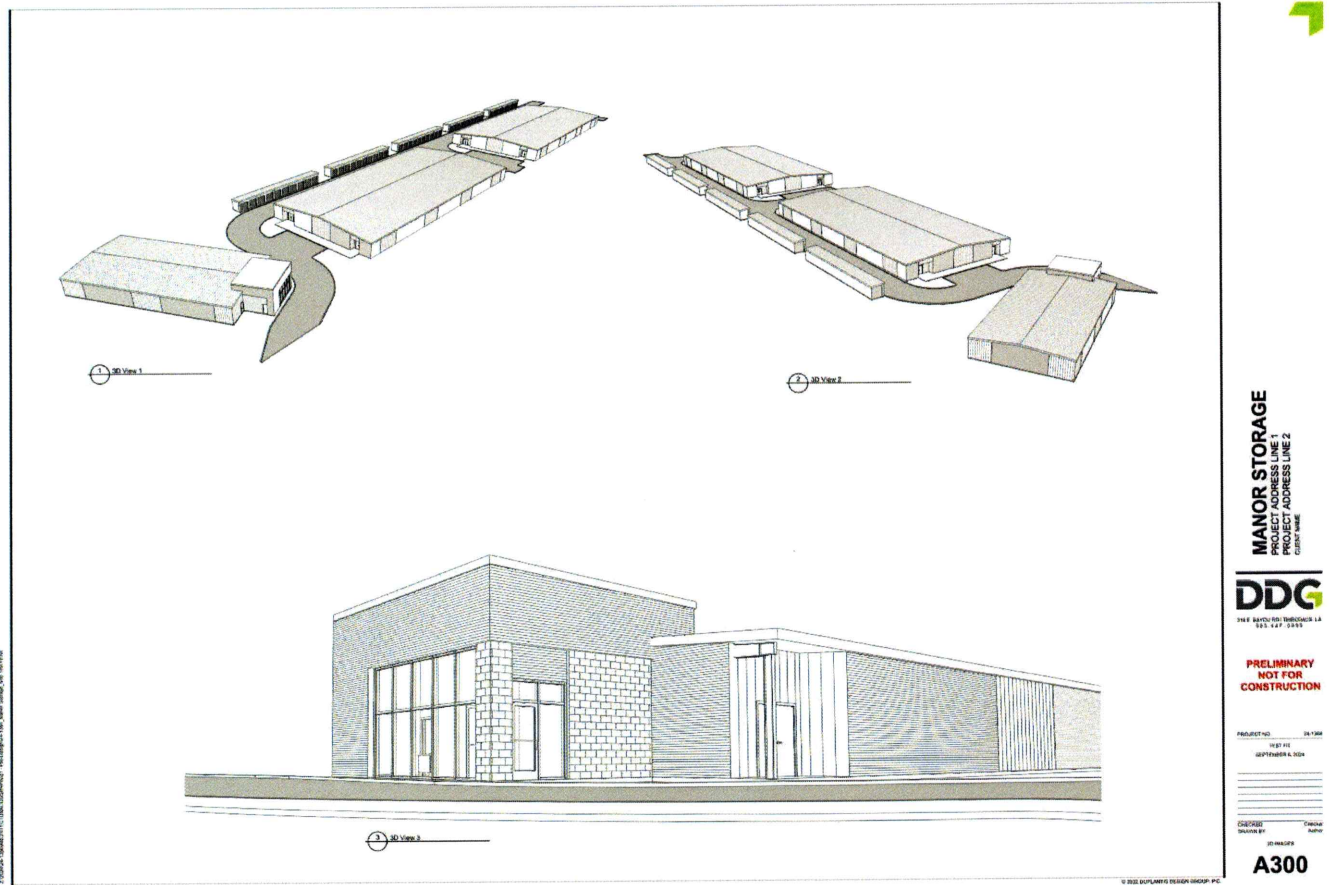
- General retail sales, general
- Mini-storage warehouse
- Any use protected by law

■ Requested use: Mini-Storage Warehouse

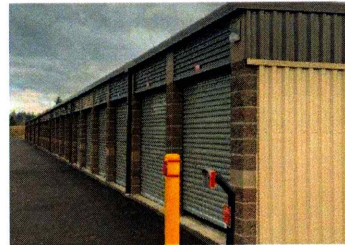
- “an establishment offering small, individual storage units for rent or lease and are restricted solely to the storage of items such as motor vehicles, trailers, boats, bulky household goods and various personal property. There is no conduct of sales, business or any other activity within the individual storage units.”

§ 14.01.008 Manor Code of Ordinances

EXAMPLE SITE RENDERING



EXAMPLE FAÇADE PHOTOS



bioRxiv preprint doi: <https://doi.org/10.1101/276891>; this version posted November 1, 2018. The copyright holder for this preprint (which was not certified by peer review) is the author/funder, who has granted bioRxiv a license to display the preprint in perpetuity. It is made available under aCC-BY-NC-ND 4.0 International license.

MANOR STORAGE
PROJECT ADDRESS LINE 1
PROJECT ADDRESS LINE 2
CLIENT NAME

DDG
314 E. BAYVIEW ROAD TOMBIGWON, LA
885.447.0000

**PRELIMINARY
NOT FOR
CONSTRUCTION**

Received 14 July 2003; accepted 10 September 2003

Page 11
SEPTEMBER 4, 2024

© 2004 Blackwell Publishing Ltd *Journal of Internal Medicine* 255: 103–110

Source: <http://www.fishbase.org>

Copyright © 2010 John Wiley & Sons, Ltd.

CHEN, PING	Chairman
CHEN, YONG	Director

PRECEDENT PAGES

A400

A400

THANK YOU

JON OLSON
FORESITE GROUP

FRITZ VAN NEST
WHITE OAK DEVELOPMENT

