



**CITY COUNCIL  
REGULAR SESSION MINUTES  
MARCH 15, 2023**

**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  
Lluvia T. Almaraz, City Secretary  
Scott Dunlop, Development Services Director  
Ryan Phipps, Chief of Police  
Denver Collins, Assistant Chief of Police  
Lydia Collins, Finance Director  
Scott Jones, Economic Development Director  
Matthew Woodard, Public Works Director  
Phil Green, IT Director  
Chasem Creed, IT Technician  
Debbie Charbonneau, Heritage and Tourism Manager  
Sarah Friberg, Court Administrator  
Veronica Rivera, Assistant City Attorney  
Pauline Gray, P.E., City Engineer

**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 7:02 p.m. on Wednesday, March 15, 2023, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

## INVOCATION

Fr. Henry Cuellar Jr., Pastor with St. Joseph Catholic Church gave the Invocation.

## PLEDGE OF ALLEGIANCE

Mayor Harvey led the Pledge of Allegiance.

## PRESENTATIONS

### **A. Oath-of-Office to Associate Municipal Judge, Jay Caballero by Presiding Judge John Yeager.**

On behalf of Presiding Judge Yeager, Sarah Friberg, Court Administrator administered the Oath-of-Office to new appointed Associate Municipal Judge, Jay Caballero.

## PROCLAMATIONS

### **A. Declaring the month of March, as “*Women’s History Month*”**

Mayor Harvey read proclamation declaring the month of March as “Women’s History Month” and presented to all council women and city staff women.

### **B. Declaring the week of March 20-26, 2023, as “*International Adolescent Health Week*”**

Mayor Harvey read proclamation declaring the week of March 20-26, 2023, as “International Adolescent Health Week” and presented to Dr. Chinwe Efuribe with Centered Youth Clinic and Consulting.

## PUBLIC COMMENTS

Robert Battaile, 502 E. Eggleston St., Manor, Texas, submitted a speaker card and expressed his concerns regarding the removal of the old barber shop in downtown Manor; Manor’s Historic District; and disagreement with the Comprehensive Plan. He also expressed his concerns with Agenda Item’s 10, 15 and 21.

Fay D. Carter, 18128 Topsail St., Manor, Texas, submitted a speaker card and spoke in regard to her safety concerns with the merging lane from FM973 into Highway 290. She suggested for an additional right lane to be added for easier merging access to the Highway.

No one else appeared at this time.

## PUBLIC HEARINGS

1. **Conduct a public hearing on an ordinance rezoning one (1) lot on 22.78 acres, more or less, out of the AC Caldwell Survey 52, Abstract 154 and being located at 14807 E US 290, Manor, TX from Agricultural (A) to Multi-Family 25 (MF-2).**

*Applicant: Jackson Walker*

*Owner: Krantz Properties*

The city staff recommended that the City Council open the public hearing and postpone Public Hearing to the April 19, 2023, Regular Council Meeting.

Mayor Harvey opened the Public Hearing.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Weir, to postpone the Public Hearing and leave open until the April 19, 2023, Regular Council Meeting.

There was no further discussion.

**Motion to postpone carried 7-0**

## CONSENT AGENDA

2. **Consideration, discussion, and possible action to approve the City Council Minutes of the March 1, 2023, City Council Regular Meeting.**
3. **Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 8.517 acres of land, more or less, located in Travis County, including abutting streets, roadways, and rights-of-way into the corporate limits of the city, at the request of the property owner, and approving an agreement for the provision of services for the annexed area.**

Ordinance No. 694: An Ordinance of the City of Manor, Texas Annexing 8.517 Acres of Land, More or Less Located in Travis County, Including the Abutting Streets, Roadways, and Rights-of-Way into the Corporate Limits of the City, at the Request of the Property Owner; Approving an Agreement for the Provision of Services for the Annexed Area; Making Findings of Fact; Providing a Severability Clause and an Effective Date; and Providing for Open Meetings and Other Related Matters.

4. **Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 5.470 acres of land, more or less, located in Travis County, including abutting streets, roadways, and rights-of-way into the corporate limits of the city, at the request of the property owner, and approving an agreement for the provision of services for the annexed area.**

Ordinance No. 695: An Ordinance of The City of Manor, Texas Annexing 5.470 Acres of Land, More or Less Located in Travis County, Including the Abutting Streets, Roadways, and Rights-Of-Way Into the Corporate Limits of The City, at the Request of the Property Owner; Approving an Agreement for the Provision of Services for The Annexed Area; Making Findings of Fact; Providing a Severability Clause and an Effective Date; and Providing for Open Meetings and Other Related Matters.

**5. Consideration, discussion, and possible action on the acceptance of the February 2023 Departmental Reports.**

- **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**
- **Community Development – Debbie Charbonneau, Heritage and Tourism Manager**
- **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**

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Weir to approve the Consent Agenda.

There was no further discussion.

**Motion to approve carried 7-0**

**REGULAR AGENDA**

**6. Consideration, discussion, and possible action on allocating funds for youth health program training within the City of Manor.**

The city staff recommended that the City Council direct the City Administration to execute an agreement with Centered Youth Clinic in an amount not to exceed \$6,000.

Mayor Harvey discussed the proposed request for allocating funds for the youth health programs within the city.

Dr. Chinwe Efuribe with Centered Youth Clinic and Consulting discussed and presented the attached PowerPoint presentation.

Topics of discussion:

- Partnerships
- Connection
- Pediatric Care
- Specialty Adolescent Care
- Group Visits
- Medical Training for the Youth
- Youth Engagement
- Internship Opportunities

Discussion was held regarding the opportunity for Manor ISD student involvement.

Discussion was held regarding the length of the youth program.

Discussion was held regarding bilingual volunteer opportunities.

**MOTION:** Upon a motion made by Council Member Wallace to direct the City Administration to execute an agreement with Centered Youth Clinic in an amount of \$6,000 with a caveat cost for interpreter services.

Assistant City Attorney Rivera advised that the motion needed to include a not to exceed amount.

**MOTION:** Upon an amended motion made by Council Member Wallace and seconded by Council Member Moreno to direct the City Administration to execute an agreement with Centered Youth Clinic in an amount not to exceed \$10,000, allocating \$6,000 for the program and \$4,000 for interpreter services.

Discussion was held regarding clarification on the amount for the program and requirement of residence for Manor Youth participants.

Discussion was held regarding funding from the Community Programs Fund.

Assistant City Attorney Rivera advised for the amendment motion to include where the funds were being allocated from.

**MOTION:** Upon an amended motion made by Council Member Wallace and seconded by Council Member Moreno to clarify that the funding will be allocated from the Community Program Fund.

There was no further discussion.

**Motion to approve carried 7-0**

- 7. Consideration, discussion, and possible action on a resolution authorizing the creation of the Manor Housing Public Facility Corporation, a Texas nonprofit public facility corporation; and approving the certificate of formation, the purpose and activities of the corporation, and the appointment of the initial board of directors.**

The city staff recommended that the City Council table the item to be considered after the Executive Session and item to be added to the Executive Session discussion.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Mayor Pro Tem Hill to table this item until after the Executive Session and add it to the Executive Session discussion.

There was no further discussion.

**Motion to table carried 7-0**

- 8. Consideration, discussion, and possible action on a Statement of Work No. 25 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the FY2022 Capital Metro BCT Paving Improvements Project.**

The city staff recommended that the City Council approve the Statement of Work No. 25 to the existing Master Services Agreement with George Butler Associates, Inc. for the FY2022 Capital Metro BCT Paving Improvements Project.

City Engineer Gray discussed the proposed Statement of Work No. 25 for the FY2022 Capital Metro BCT Paving Improvements Project.

Discussion was held regarding the roads that have been chosen for the paving improvements project.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to approve the Statement of Work No. 25 to the existing Master Services Agreement with George Butler Associates, Inc. for the FY2022 Capital Metro BCT Paving Improvements Project.

Discussion was held regarding the clarification of the allocated funds from Capital Metro.

There was no further discussion.

**Motion to approve carried 7-0**

- 9. Consideration, discussion, and possible action on a Statement of Work No. 26 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the One-Time Capital Metro BCT Paving Improvements Project.**

The city staff recommended that the City Council approve the Statement of Work No. 26 to the existing Master Services Agreement with George Butler Associates, Inc. for the one-time Capital Metro BCT Paving Improvements Project.

City Engineer Gray discussed the proposed Statement of Work No. 26 for the one-time Capital Metro BCT Paving Improvements Project.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua, to approve the Statement of Work No. 26 to the existing Master Services Agreement with George Butler Associates, Inc. for the one-time Capital Metro BCT Paving Improvements Project.

There was no further discussion.

**Motion to approve carried 7-0**

**10. First Reading: Consideration, discussion, and possible action on an ordinance rezoning one (1) lot on 22.78 acres, more or less, out of the AC Caldwell Survey 52, Abstract 154 and being located at 14807 E US 290, Manor, TX from Agricultural (A) to Multi-Family 25 (MF-2).**

The city staff recommended that the City Council postpone item until the April 19, Regular Council Meeting.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Moreno, to postpone item to the April 19<sup>th</sup> , Regular Council Meeting.

There was no further discussion.

**Motion to postpone carried 7-0**

**11. Consideration, discussion, and possible action on a Development Agreement for Manor Commercial Park Development – Easy Jet.**

The city staff recommended that the City Council approve a Development Agreement for Manor Commercial Park Development – Easy Jet.

Development Services Director Dunlop discussed the proposed agreement.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua, to approve a Development Agreement for Manor Commercial Park Development – Easy Jet.

Discussion was held regarding the clarification of the wastewater services within comprehensive plan.

There was no further discussion.

**Motion to approve carried 7-0**

**12. Consideration, discussion, and possible action on a Development Agreement for Manor Commercial Park Development – Maddtex.**

The city staff recommended that the City Council approve a Development Agreement for Manor Commercial Park Development – Maddtex.

Development Services Director Dunlop discussed the proposed agreement.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to approve a Development Agreement for Manor Commercial Park Development – Maddtex.

There was no further discussion.

**Motion to approve carried 7-0**

**13. Consideration, discussion, and possible action on a Resolution accepting the petition for annexing 2.942 acres of land, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits.**

The city staff recommended that the City Council approve Resolution No. 2023-07 accepting the petition for annexing 2.942 acres of land, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits.

Development Services Director Dunlop discussed the proposed annexation.

Resolution No. 2023-07: A Resolution of the City of Manor, Texas, Accepting the Petition for Annexation of 2.942 Acres of Land, More or Less; Being Located in Travis County, Texas and Adjacent and Contiguous to the City Limits; and Providing for Open Meetings and Other Related Matters.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to approve Resolution No. 2023-07 accepting the petition for annexing 2.942 acres of land, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits.

There was no further discussion.

**Motion to approve carried 7-0**

**14. Consideration, discussion, and possible action on a Resolution accepting the petition for annexing 2.855 acres of land, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits.**

The city staff recommended that the City Council approve Resolution No. 2023-08 accepting the petition for annexing 2.855 acres of land, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits.

Development Services Director Dunlop discussed the proposed annexation.

Resolution No. 2023-08: A Resolution of The City of Manor, Texas, Accepting the Petition for Annexation of 2.855 Acres of Land, More or Less; Being Located in Travis County, Texas and Adjacent and Contiguous to the City Limits; and Providing for Open Meetings and Other Related Matters.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to approve Resolution No. 2023-08 accepting the petition for annexing 2.855 acres of land, more or less, being located in Travis County, Texas and adjacent and contiguous to the city limits.

There was no further discussion.

**Motion to approve carried 7-0**

**15. Consideration, discussion, and possible action on a License and Maintenance Agreement between the City of Manor and Housing Authority of Travis County for the construction, improvement, installation, and maintenance of underground stormwater and landscaping improvements located within South Bastrop Street, East Burton Street, and South Caldwell Street rights-of-way for the Manor Townhomes Phase II development.**

The city staff recommended that the City Council approve a License and Maintenance Agreement between the City of Manor and Housing Authority of Travis County for the construction, improvement, installation, and maintenance of underground stormwater and landscaping improvements located within South Bastrop Street, East Burton Street, and South Caldwell Street rights-of-way for the Manor Townhomes Phase II development.

Development Services Director Dunlop discussed the proposed agreement.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to approve a License and Maintenance Agreement between the City of Manor and Housing Authority of Travis County for the construction, improvement, installation, and maintenance of underground stormwater and landscaping improvements located within South Bastrop Street, East Burton Street, and South Caldwell Street rights-of-way for the Manor Townhomes Phase II development and authorize the City Manager to execute the contract.

There was no further discussion.

**Motion to approve carried 7-0**

**16. Consideration, discussion, and possible action on a contract between the City of Manor and Enterprise Fleet Management.**

The city staff recommended that the City Council approve the Enterprise Fleet Management contract; and authorize the City Manager to execute the contact after legal review.

Finance Director Collins discussed the attached PowerPoint Presentation.

Topic of discussion:

- Reduce Overall Age of the Fleet
- Reduce Operational Downtime and Expenses
- Maintain a Management Vehicle Budget
- Increasing Efficiencies, Sustainability & Safety

Discussion was held regarding maintenance of vehicles.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Weir to approve the Enterprise Fleet Management contract; and authorize the City Manager to execute the contact after legal review.

Discussion was held regarding the current vehicles that are no utilized.

There was no further discussion.

**Motion to approve carried 7-0**

**17. Consideration, discussion, and possible action on an Effluent Reuse Agreement between the City of Manor and Shadowglen Golf, L.P.**

The city staff recommended that the City Council approve the Effluent Reuse Agreement between the City of Manor and Shadowglen Golf, L.P.; and authorize the Mayor and City Manager to execute the agreement.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Moreno to approve the Effluent Reuse Agreement between the City of Manor and Shadowglen Golf, L.P.; and authorize the Mayor and City Manager to execute the agreement.

There was no further discussion.

**Motion to approve carried 7-0**

**18. Consideration, discussion, and possible action on a Professional Service Agreement with Kimley-Horn for the design of Hill Lane Extension.**

The city staff recommended that the City Council approve a professional services agreement and Scope of Services Agreement with Kimley Horn for engineering services for the reconstruction for a portion of Hill Lane from Entrada Boulevard to the city's western corporate limits.

Assistant City Attorney Rivera discussed the amendments to the proposed agreement and asked if council was in agreement the motion would need to include the additions of revisions to the standard provisions and required the additional provisions as provided by legal counsel.

City Manager Moore discussed the proposed services agreement.

Discussion was held regarding the completion of the road construction.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Deja Hill to approve a professional services agreement and Scope of Services Agreement with Kimley Horn for engineering services for the reconstruction for a portion of Hill Lane from Entrada Boulevard to the city's western corporate limits with revisions to standard provisions and approving revisions to add required additional provisions as provided by legal counsel.

Discussion was held regarding the clarification on all proposed revisions.

There was no further discussion.

**Motion to approve carried 7-0**

**19. Consideration, discussion, and possible action on entering into an agreement with Whole Foods to share cost for resurfacing Hill Lane.**

The city staff recommended that the City Council approve the proposal of Texas Material and Temporary Construction/Cost Share Agreement with Whole Foods to overlay Hill Lane from Gregg Manor to the city limit boundary in an amount not to exceed \$375,000.

Assistant City Attorney Rivera discussed the proposed agreement. She also suggested for the motion to include the revisions on Section 5.01 to include "business" days.

Jay P. Warren, Vice President, Associate General Counsel, Real Estate for Whole Foods Market Global Office spoke on behalf on Wholefoods and confirmed approved revisions to the agreement.

City Manager Moore asked Council to not include the approval of the contractor at this time in their motion. He mentioned a called special session would be conducted on a later date to approve the recommended contractor for the project.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member to approve the Temporary Construction/Cost Share Agreement with Whole Foods to overlay Hill Lane from Gregg Manor to the city limit boundary in an amount not to exceed \$375,000 with the provisions provided by legal counsel.

Assistant City Attorney Rivera asked for a friendly amendment to the motion regarding the name change of the agreement to Temporary Transportation Improvement Cost Participation Agreement.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to approve the Temporary Construction/Cost Share Agreement with Whole Foods to overlay Hill Lane from Gregg Manor to the city limit boundary in an amount not to exceed \$375,000 with the revisions to the name change of the agreement provided by legal counsel.

Discussion was held regarding the type of materials use for the road structure.

Discussion was held regarding the width of the road structure.

There was no further discussion.

**Motion to approve carried 7-0**

**20. Consideration, discussion, and possible action on securing a Public Utility Easement for the Gregg Manor Ground Storage Tank Facility.**

The city staff recommended that the City Council approve and authorize the execution of a utility easement with Shadowglen Golf L.P. to complete the construction of the Gregg Manor Ground Storage Tank Facility.

City Engineer Gray discussed the proposed easement for the Gregg Manor Ground Storage Tank Facility.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Moreno to approve and authorize the execution of an utility easement with Shadowglen Golf L.P. to complete the construction of the Gregg Manor Ground Storage Tank Facility.

There was no further discussion.

**Motion to approve carried 7-0**

**21. Consideration, discussion, and possible action on a Resolution submitting a list of city projects for future Community Project Funding.**

The city staff recommended that the City Council approve Resolution No. 2023-09 authorize Mayor Harvey to submit the city's letter of support to Congressman Greg Casar seeking financial support for the city's Community Project Funding priorities.

Mayor Harvey discussed the proposed Resolution for the support for city's community project funding.

City Manager Moore discussed the projects that were submitted for consideration.

Resolution No. 2023-09: A Resolution of The City Council of The City of Manor, Texas, Authorizing the Filing of Community Project Funding Applications for Public Water and Sewer Infrastructure, Public Safety Technology and Equipment, and Transportation, and Housing and Urban Development; and Authorizing the City Manager to Act as the Grantee's Authorized Official in all Matters Pertaining to the City's Participation Community Project Funding Grant Submittal Process.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Mayor Pro Tem Emily Hill to approve Resolution No. 2023-09 authorize Mayor Harvey to submit the city's letter of support to Congressman Greg Casar seeking financial support for the city's Community Project Funding priorities.

There was no further discussion.

**Motion to approve carried 7-0**

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 9:11 p.m. on Wednesday, March 15, 2023, 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 *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 Manor Spring and Regular Agenda Item No. 7* at 9:11 p.m. on Wednesday, March 15, 2023.

The Executive Session was adjourned at 10:06 p.m. on Wednesday, March 15, 2023.

## 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 10:06 p.m. on Wednesday, March 15, 2023.

**7. Consideration, discussion, and possible action on a resolution authorizing the creation of the Manor Housing Public Facility Corporation, a Texas nonprofit public facility corporation; and approving the certificate of formation, the purpose and activities of the corporation, and the appointment of the initial board of directors.**

The city staff recommended that the City Council approve Resolution No. 2023-06 authorizing the creation of the Manor Housing Public Facility Corporation, a Texas nonprofit public facility corporation; and approving the certificate of formation, the purpose and activities of the corporation, and the appointment of the initial board of directors.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Amezcua to approve Resolution No. 2023-06 authorizing the creation of the Manor Housing Public Facility Corporation, a Texas nonprofit public facility corporation; and approving the certificate of formation, the purpose and activities of the corporation, and the appointment of the initial board of directors appointing Mayor Harvey; Mayor Pro Tem Emily Hill and Place No.2 Councilwoman Anne Weir as board directors.

Discussion was held regarding the appointment of officers.

**MOTION:** Upon an amended motion made by Council Member Moreno and seconded by Council Member Amezcua to include the appointment of officers as follows: Mayor as President; Mayor Pro Tem as Secretary; and Place 2 as Treasurer.

There was no further discussion.

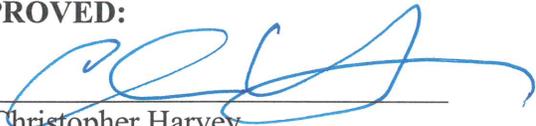
**Motion to approve carried 7-0**

## ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 10:12 p.m. on Wednesday, March 15, 2023.

These minutes approved by the Manor City Council on the 5<sup>th</sup> day of April 2023. *(audio and video recording archived)*

**APPROVED:**

  
\_\_\_\_\_  
Dr. Christopher Harvey  
Mayor

**ATTEST:**

  
\_\_\_\_\_  
Lluvia T. Almaraz, TRMC  
City Secretary

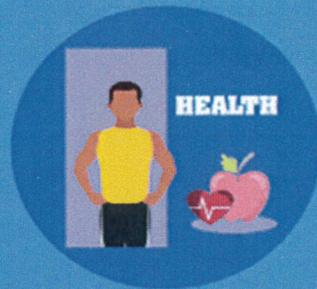




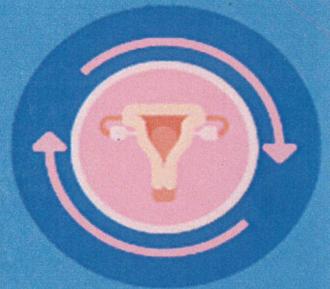
upstream<sup>USA</sup>

# Centered Youth Groups

Learn health and fitness skills to be healthy the rest of your life!



**CENTERED BODIES**



**CENTERED CYCLES**

**What:** In-person group visits for weight management (Centered Bodies) and menstrual concerns (Centered Cycles)

**Who:** Youth aged 12-19, English-speaking

**Activities:** Health kits, fun challenges, buddy support, field trips

**When:** Sunday afternoon, 2hrs (Time TBD per group), 5 weeks

**How to join:** Text/call 512-900-1780 or Email [hello@centeredyouth.com](mailto:hello@centeredyouth.com)

## FEATURES



Developmentally-appropriate health kits, coaching and goal-setting



Fitness experts to share skills for fit bodies & injury prevention



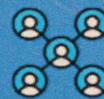
Group visits for weight management and menstrual concerns



Youth-friendly medical provider for individual care in Adolescent & Lifestyle Medicine



Mental health counseling to manage mind-body connections



Community-building with peers and mentors

*Empowering Adolescents*  
**TO TAKE CHARGE OF THEIR HEALTH  
THROUGH CENTERED GROUPS**

**CHINWE EFURIBE, MD, MPH**  
FOUNDER, CENTERED YOUTH CLINIC AND CONSULTING

**ALONZO NEEDUM**  
MAJOR: BIOCHEMISTRY, HONORS  
UT-AUSTIN CLASS OF 2023



# Why CYCC?

## OUR PARTNERS

Centering  
Healthcare  
Institute



upstream:



SAFE | Best Health for everyone

## CONNECT WITH US!



### CLINIC HOURS

Tue, Wed: 8:30am - 5:30pm  
Fri: 8:30am - 4:00pm

### TELEHEALTH ONLY

Mon, Thurs: 8:30am - 12:30pm

hello@centeredyouth.com  
www.centeredyouth.com

14008 Shadowglen Blvd.  
Suite 300  
Manor, Texas 78653

Office: 512-900-1780  
Fax: 254-232-3495



Engaging  
Youth for  
Wellness



**CYCC**  
CENTERED YOUTH  
CLINIC AND CONSULTING, PLLC



## ABOUT CYCC

At CYCC, we provide direct primary and specialized healthcare to youth (newborn - 25yrs) using team-based, trauma-informed, lifestyle medicine principles through individual and group visits.



### Direct Pediatric Care

Primary care: routine well-visits, acute sick visits, sports physicals, mild-moderate mood disorders (depression, anxiety, disruptive, OCD)



### Specialty Adolescent Care upstream:

Contraceptive counseling, menstrual disorders, motivational interviewing for high-risk behaviors, new-onset eating disorders, teen-tot care



### Group Visits

Mood management, Weight management and menstrual disorders (irregular bleeding, painful and/or prolonged periods)

Centering  
Healthcare  
Institute

...  
YOUTH  
ADVISORY  
COUNCIL (YAC)

The LINK  
Youth Clinic



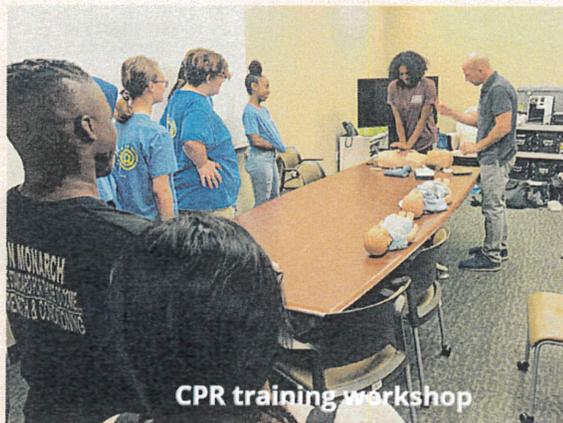
Youth-Focused  
Healthcare

Peer Support  
Groups

Self-Care +  
Mental Health

Professional  
Development

Community  
Outreach



CPR training workshop



YAC members with their CPR certificates



Career match workshop

Why  
Group Visits

CDC's National Center for Chronic Disease Prevention and Health Promotion (NCCDPHP)

# CHRONIC DISEASES IN AMERICA

**6 IN 10**

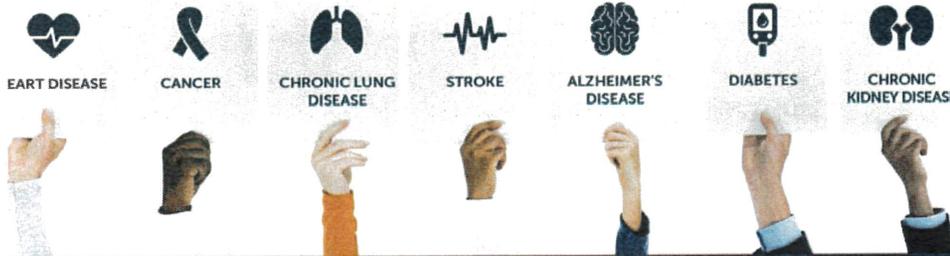
Adults in the US have a **chronic disease**



**4 IN 10**

Adults in the US have **two or more**

**THE LEADING CAUSES OF DEATH AND DISABILITY**  
and Leading Drivers of the Nation's **\$3.5 Trillion** in Annual Health Care Costs



## THE KEY LIFESTYLE RISKS FOR CHRONIC DISEASE



**TOBACCO USE**



**POOR NUTRITION**



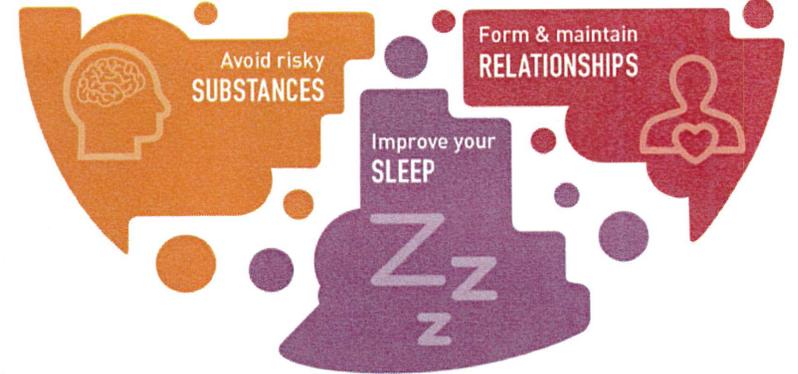
**LACK OF PHYSICAL ACTIVITY**



**EXCESSIVE ALCOHOL USE**



## LIFESTYLE MEDICINE FOCUSES ON 6 AREAS TO IMPROVE HEALTH



AMERICAN COLLEGE OF  
**Lifestyle Medicine**





# Youth Engagement



**N** ORIGINAL  
*Centered Youth Clinic and Consulting*  
 ★★★★★ 2021  
 Centered Youth Clinic and Consulting (CYCC) is a youth clinic founded by Dr. Chinwe Efuribe. This clinic is designed with youth for youth. CYCC takes a centering approach to healthcare which allows for an emphasis on education, social support and empowerment. The clinic goes beyond the average doctor's visit by providing valuable resources to help patients become ready to take charge of their health.

**Because you want volunteer opportunities**

	<p><i>Social Media</i></p> <p>Manage and create content for our Instagram, TikTok, and YouTube accounts</p>	<p><i>Centering Groups</i></p> <p>Manage a group chat for each six-week group session to build social support &amp; remind youth of upcoming events</p>	<p><i>Events</i></p> <p>Create a plan for our youth to celebrate milestones, birthdays, and holidays</p>	<p><i>Professional</i></p> <p>Partner with CYCC to gain experience, knowledge, and skills for your future health career</p>
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## BACKGROUND

- Immigrant mother
- First-Generation College Student
- Pre-Medical student at UT
- No connection to medical field before college

## Impact Story



## WHAT CYCC HAS GIVEN ME

- Guidance
- Motivation
- Sense of Direction
- Mentorship



## OUR PARTNERS

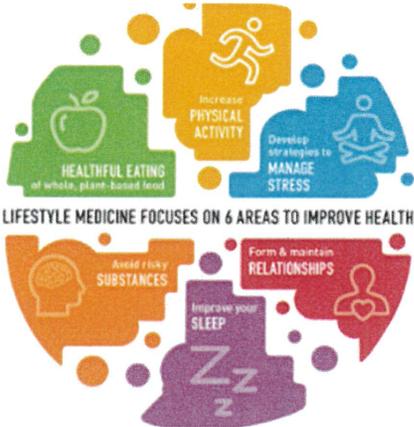
Centering  
Healthcare  
Institute



upstream USA



SAFE | Stop abuse for everyone



## CONNECT WITH US!



### CLINIC HOURS

Tue, Wed: 8:30am - 5:30pm

Fri: 8:30am - 5:30pm

### TELEHEALTH ONLY

Mon, Thurs: 8:30am - 12:30pm

hello@centeredyouth.com

www.centeredyouth.com

14008 Shadowglen Blvd.

Suite 201

Manor, Texas 78653

Office: 512-900-1780

Fax: 254-232-3495



## Engaging Youth for Wellness



# CYCC

CENTERED YOUTH  
CLINIC AND CONSULTING, PLLC



## ABOUT CYCC

At CYCC, we provide direct primary and specialized healthcare to youth (newborn - 25yrs) using team-based, trauma-informed, lifestyle medicine principles through individual and group visits.





FLEET MANAGEMENT



CONFIDENTIAL AND PROPRIETARY

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# Our Account Teams Manage



# COMPETITIVE BID AWARDS



City of Manor is a Member ID#159990



THE INTERLOCAL PURCHASING SYSTEM



Sourcing. Strategy. Savings.

# RECAP & KEY OBJECTIVES

- **Reduce Overall Age of the Fleet:**
  - *Current Fleet: Average Age (Non ERV's) = **6 Years***
  - *6 of 33 Vehicles are 2012 Years or Older*
- **Reduce Operational Downtime and Expenses:**
  - *Industry Average for Maintenance Expense based off Vehicle Type, Age & Utilization*
    - *~ Conservatively \$96/Vehicle/Month*
    - *Reduced to an average of \$26.87/Vehicle/Month*
- **Maintain a Management Vehicle Budget:**
  - *Acquiring 2-3 Vehicles per Year (last 10 years) or on **12 Year Replacement Plan***
- **Increasing Efficiencies, Sustainability & Safety**
  - *3 Year Replacement Plan to ensure safety/sustainability is a top priority*

***Conservative Savings Opportunity over \$527,311 versus Today's Plan***

# Vehicle Safety- STANDARD OPTIONS

## 2007

- Front/Side crash test
- Anti-lock brakes
- Airbags

*\*7.89% of vehicles in current fleet are pre-2007*

## 2012

- **Electronic Stability Control**
- Lane Departure Warning
- Rear Video

*\*16% of vehicles in current fleet are pre-2012*

## 2018

- Forward Collision Warning
- Blind Spot Warning
- Offset-crash test

*\*29% of vehicles in current fleet are pre-2018*



**5-Star Safety Ratings**  
More Stars. Safer Cars.

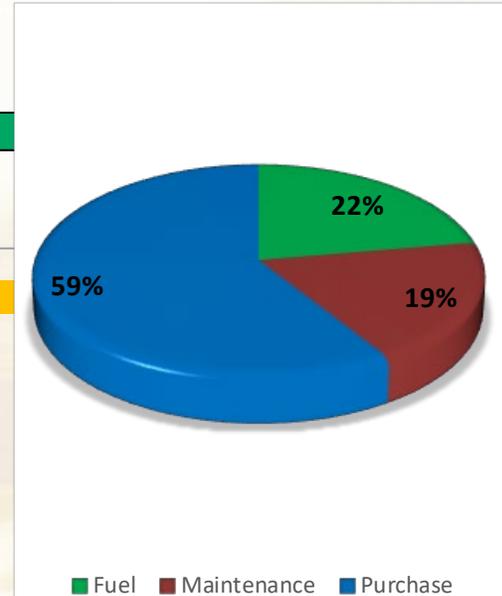


33	Vehicle Information							Contract			
Qty	Vehicle Type	Year	Make	Model	Description	(X) 4x4	(Y/M)	Term	Annual Miles	AM\$	1
4	Compact Sedan	2022	Nissan	Sentra	12012-S 4dr Sedan			36	6,100	-	
2	Minivan-Passenger	2022	Chrysler	Yogager Passenger Van	RUCL53-LX Passenger Van			36	7,300	-	
4	3/4 Ton Van Cargo	2022	Ford	Transit-250 Cargo	R1Y-Base Rear-Wheel Drive Low Roof			36	6,900	3,000	
1	Compact SUV 4x2	2022	Jeep	Compass	MPTL74-Sport 4dr Front-Wheel Drive			36	6,800		
7	1/2 Ton Pickup Reg 4x2	2023	Chevrolet	Silverado 1500 Regular Cab	CC10903-Work Truck 4x2 Regular Cab			36	6,800	-	
2	1/2 Ton Pickup Ext 4x2	2023	Chevrolet	Silverado 1500 Double Cab	CC10753-Work Truck 4x2 Double Cab			36	5,900	-	
2	1/2 Ton Pickup Quad 4x2	2023	Chevrolet	Silverado 1500 Crew Cab	CC10543-Work Truck 4x2 Crew Cab 5.7			36	6,400	-	
2	1/2 Ton Pickup Quad 4x4	2022	Ford	F-150 Crew Cab	W1E-XL 4x4 SuperCrew Cab 5.5 ft. box X			36	4,900	-	
7	3/4 Ton Pickup Quad 4x2	2022	Ford	F-250 Crew Cab	W2A-XL 4x2 SD Crew Cab 6.75 ft. box			36	6,000	-	
2	3/4 Ton Pickup Quad 4x4	2022	Ford	F-250 Crew Cab	W2B-XL 4x4 SD Crew Cab 6.75 ft. box X			36	6,900	-	

# City of Manor - Fleet Planning Analysis

Current Fleet	33	Fleet Growth	0.00%	Proposed Fleet	33
Current Cycle	12.22	Annual Miles	6,400	Proposed Cycle	3.06
Current Maint.	\$96.00			Proposed Maint.	\$26.87
Maint. Cents Per Mile	\$0.18	Current MPG	17	Price/Gallon	\$3.65

## Fleet Costs Analysis



Fiscal Year	Fleet Mix			Fleet Cost							Annual Net Cash	
	Fleet Size	Annual Needs	Owned	Leased	Annual Finance Payment	Lease*	Equity (Owned)	Equity (Leased)	Maintenance	Fuel		Fleet Budget
<b>Average</b>	<b>33</b>	<b>2.7</b>	<b>33</b>	<b>0</b>	<b>120,000</b>	<b>0</b>			<b>38,016</b>	<b>45,346</b>	<b>203,362</b>	<b>0</b>
'23	33	6	27	6	0	48,430	-5,500		33,038	43,697	119,665	83,697
'24	33	8	19	14	0	108,784	-16,000		26,401	41,498	160,684	42,678
'25	33	1	18	15	0	118,493	-3,500	-64,870	25,572	41,224	116,918	86,444
'26	33	17	7	26	0	210,890	-65,500	-93,405	16,446	38,200	106,631	96,731
'27	33	15	0	33	0	280,739	-59,500	-19,964	10,639	36,277	248,191	-44,829
'28	33	1	0	33	0	280,739		-209,412	10,639	36,277	118,243	85,119
'29	33	16	0	33	0	280,739		-216,610	10,639	36,277	111,045	92,317
'30	33	15	0	33	0	280,739		-32,010	10,639	36,277	295,644	-92,283
'31	33	2	0	33	0	280,739		-209,412	10,639	36,277	118,243	85,119
'32	33	16	0	33	0	280,739		-216,610	10,639	36,277	111,045	92,317

<b>10 Year Savings</b>	<b>\$527,311</b>	<b>Avg. Sustainable Savings</b>	<b>\$52,518</b>
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## Current Fleet Equity Analysis

YEAR	2023	2024	2025	2026	2027	Under-Utilized
QTY	6	8	1	11	7	0
Est \$	\$917	\$2,000	\$3,500	\$5,955	\$8,500	\$0
<b>TOTAL</b>	<b>\$5,500</b>	<b>\$16,000</b>	<b>\$3,500</b>	<b>\$65,500</b>	<b>\$59,500</b>	<b>\$0</b>
<b>Estimated Current Fleet Equity**</b>					<b>\$150,000</b>	

\* Lease Rates are conservative estimates

\*\*Estimated Current Fleet Equity is based on the current fleet "sight unseen" and can be adjusted after physical inspection

Lease Maintenance costs are exclusive of tires unless noted on the lease rate quote.

## KEY OBJECTIVES

### Lower average age of the fleet

18% of the current light and medium duty fleet is over 10 years old  
Resale of the aging fleet is significantly reduced

### Reduce operating costs

Newer vehicles have a significantly lower maintenance expense  
Newer vehicles have increased fuel efficiency with new technology implementations

### Maintain a manageable vehicle budget

Challenged by inconsistent yearly budgets  
Currently vehicle budget is underfunded





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