



**CITY COUNCIL  
REGULAR SESSION MINUTES  
DECEMBER 15, 2021**

**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  
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

**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 7:01 p.m. on Wednesday, December 15, 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 Amezcua led the Pledge of Allegiance.

## **PUBLIC COMMENTS**

Lillie McDonald, 11503 Brenham Street, Manor, Texas, submitted a speaker card regarding stray cats in her neighborhood. Ms. McDonald expressed her frustration and stated that no one had returned her call from the city. She suggested for the city to reach out to other cities for help regarding animal control.

No one else appeared at this time.

## **REPORTS**

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

### **A. Nomi Health COVID-19 Testing Partnership**

Interim City Manager Dunlop discussed the potential testing partnership with Nomi Health.

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

Interim City Manager Dunlop gave an update on the following:

- Cap Metro (Heritage Park)
- Broadband Concerns (AT&T)

## **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*

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

Mayor Harvey opened the public hearing.

Tyler Burke, 12701 Wedding Drive, Manor, Texas, submitted a speaker card in opposition to this item. Mr. Burke expressed his concerns regarding the increase of traffic and parking in his neighborhood with the proposed development. He stated he is the president of Bell Farms HOA and was in attendance representing the residents.

Julie Leonard, 12821 Ring Drive, Manor, Texas, submitted a speaker card in opposition to this item. Ms. Leonard expressed her concerns regarding the rezoning change and traffic issues her neighborhood would have with the proposed development. She submitted the attached petition from residents that are opposed to the rezoning request. She discussed the drainage issues in that area and problems future residents would have if homes were developed.

Mark Thoman, 12741 Bella Parkway, Manor, Texas, submitted a speaker card in opposition to this item. Mr. Thomas expressed his concerns regarding the rezoning change. He discussed the new home developments in the current area and the increase of traffic issues. He proposed for the developer to go out and speak to the Bell Farms HOA to discuss their development. Mr. Thomas discussed the drainage issues the property would have.

Deja Hill, 12901 Ship Bell Drive, Manor, Texas, submitted a speaker card in opposition to this item. She expressed her concerns regarding the rezoning change. She stated that the area was already overpopulated and adding a new subdivision would bring additional traffic on Old Highway 20. She proposed for the city to think about the infrastructure before adding additional homes in the area.

Gibby Parachal with Sampsg Properties, LLC submitted a speaker card in support of this item. Mr. Parachal discussed his development proposal.

Mayor Harvey asked Mr. Parachal if he would oppose to meet with Bell Farms HOA to discuss his development plan and return to the city on a later date. Mayor Harvey stated he would like to meet with developer and Bell Farms HOA President Mr. Tyler Burke.

Interim City Manager Dunlop discussed the proposed rezoning application located at 12920 Old Highway 20, Manor, Texas.

Discussion was held regarding the underground pipeline in the area.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Moreno, to close the Public Hearing.

There was no further discussion.

**Motion to close carried 6-0**

Council Member Amezcua advised she would be abstaining from discussion and consideration of the following item, as she has a family member that lives in the area. The appropriate Conflict of Interest Affidavit had been filled out and filed with the City Secretary.

Council Member Amezcua removed herself from the dais.

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*

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

Mayor Harvey opened the public hearing.

Mayor Harvey read the attached emails from property owners that are against the rezoning request.

Amanda Brown with Kimley-Horn and Associates, Inc., presented the attached PowerPoint presentation. Ms. Brown clarified that the development was not apartments but a low-density town home development with 91 units. She discussed the concept plan and elevation of the development.

Interim City Manager Dunlop discussed the proposed rezoning application located near the intersection of Paseo de Presidente and Gunn Lane, Manor, Texas.

The discussion was held regarding communication with property owners.

The discussion was held regarding property owners concerns regarding traffic.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Hill, to close the Public Hearing.

There was no further discussion.

**Motion to close carried 5-0**

Council Member Amezcua returned to the dais.

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*

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

Mayor Harvey opened the public hearing.



Rachel Shanks with Blackburn Homes presented the attached PowerPoint presentation. She discussed roadway improvements for the area. Ms. Shanks discussed the concept plan for the development.

The discussion was held regarding the traffic impact analysis that would be conducted within five (5) years as new development occurs.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Mayor Pro Tem Hill, to close the Public Hearing.

There was no further discussion.

**Motion to close carried 6-0**

**4. Conduct a public hearing on the Land Use Assumptions Map and proposed Water and Wastewater Capital Improvement Projects.**

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

Mayor Harvey opened the public hearing.

City Engineer Gray discussed the Land Use Assumptions Map and proposed Water and Wastewater Capital Improvement Projects.

**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 6-0**

Council Member Amezcua advised she would be abstaining from discussion and consideration of the following items 5 and 6, as she is an employee of Compass Rose. The appropriate Conflict of Interest Affidavit had been filled out and filed with the City Secretary.

Council Member Amezcua removed herself from the dais.

**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.**

The city staff recommendation that the City Council postpone the public hearing until January 5, 2022, City Council meeting.

Mayor Harvey opened the public hearing.

Interim City Manager Dunlop discussed the proposed ordinance annexation.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Moreno, to postpone the Public Hearing until January 5, 2022, regular council meeting.

There was no further discussion.

**Motion to postpone carried 5-0**

- 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.**

The city staff recommendation that the City Council postpone the public hearing until January 5, 2022, City Council meeting.

Mayor Harvey opened the public hearing.

Interim City Manager Dunlop discussed the proposed ordinance annexation.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Weir, to postpone the Public Hearing until January 5, 2022, regular council meeting.

There was no further discussion.

**Motion to postpone carried 5-0**

Council Member Amezcua returned to the dais.

## **CONSENT AGENDA**

Mayor Harvey requested for Item No. 8 to be removed from the Consent Agenda for further discussion.

- 7. Consideration, discussion, and possible action to approve the City Council Minutes of the December 1, 2021, City Council Regular Meeting.**

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua, to approve the City Council Minutes of the December 1, 2021, City Council Regular Meeting.

There was no further discussion.

**Motion to approve carried 6-0**

## **REGULAR AGENDA**

### **8. Consideration, discussion, and possible action on the acceptance of the November 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**

At the direction of Mayor Harvey, Debbie Charbonneau, Heritage and Tourism Manager announced that the Sponsorship Committee for the Sesquicentennial 2022 had received a donation from Samsung for \$25,000.

Mayor Harvey suggested for the Police report to include a prior to COVID column regarding total activities. Chief of Police Phipps stated the report would be reevaluated next year and would include additional information.

**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 6-0**

Council Member Wallace advised she would be abstaining from discussion and consideration of the following item, as she is part of the Sesquicentennial Leadership Class. The appropriate Conflict of Interest Affidavit had been filled out and filed with the City Secretary.

Council Member Wallace removed herself from the dais.

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

The city staff recommended that the City Council approve the amount up to \$150,000 on the Hotel Occupancy Tax Funds for the Sesquicentennial Leadership Manor class project.

Debbie Charbonneau, Heritage and Tourism Manager introduced the Leadership Manor No. 2 Sesquicentennial class. The following members introduced themselves: Bobby Orr, Sonia Wallace, Brandon Drayden, Gloria Rock, Lluvia Almaraz, and Anthony Butler.

Anthony Butler presented the attached PowerPoint presentation on behalf of the class.

The discussion was held regarding volunteer opportunities for the following:

Senior Community  
High School students (Seniors)  
Sponsors  
Community Residents  
Local Businesses

The discussion was held regarding the estimated cost for vehicle and equipment.

Mayor Harvey recommended for the class to reach out to other entities for the possibility of sponsorship. He also suggested for the class to provide additional information in regards to revenue for the city.

The discussion was held regarding how the mobile visitor center would visit other locations to promote the city and events.

The discussion was held regarding marketing for local businesses.

The discussion was held regarding the restrictions of Hotel Occupancy Tax Funds.

Director of Finance Collins expressed her support to the project and how it would benefit the city.

The discussion was held regarding the management and maintenance of the mobile visitor center.

The discussion was held regarding the printing of marketing tools that would be provided by the mobile visitor center.

City Secretary Almaraz discussed the potential partnership with the Chamber of Commerce.

The discussion was held regarding the comprehensive planning for the city.

The discussion was held regarding the benefits of purchasing a vehicle first.

Mayor Harvey recommended for class to return and bring options to council regarding funding.

Mayor Pro Tem Hill asked if staff recommendation could be changed to pending depending on negotiations the class would do.

The discussion was held regarding the timeline of the project.

The discussion was held regarding potential partnerships for the project.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Council Member Amezcua, to approve and support the Sesquicentennial Leadership Manor Class project with no funds at this time with the agreement of item to be presented again at the second regular council meeting in February 2022.

There was no further discussion.

**Motion to approve carried 5-0**

Council Member Wallace returned to the dais.

**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**

The city staff recommended that the City Council postpone item to the January 19, 2022, regular council meeting to give the opportunity for the developer to meet with Bell Farms HOA to discuss development options.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Hill, to postpone item to the January 19, 2022, regular council meeting.

There was no further discussion.

**Motion to postpone carried 6-0**

Council Member Amezcua advised she would be abstaining from discussion and consideration of the following item, as she has a family member that lives in the area. The appropriate Conflict of Interest Affidavit had been filled out and filed with the City Secretary.

Council Member Amezcua removed herself from the dais.

- 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**

The city staff recommended that the City Council approve the first reading of 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 Townhome (TH).

Interim City Manager Dunlop discussed the proposed rezoning request and notifications sent out to homeowners within the area.

The discussion was held regarding Planning and Zoning Commission recommendation to change zoning request to Townhome (TH).

The discussion was held regarding traffic concerns within the area.

The discussion was held regarding affordable housing within the community.

The discussion was held regarding concerns of transportation within the community.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to approve the first reading of 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 Townhome (TH).

There was no further discussion.

**Motion to approve carried 3-2 (Mayor Pro Tem Hill and Council Member Weir voted against)**

Council Member Amezcua returned to the dais.

- 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**

The city staff recommended that the City Council approve the first reading of 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).

Interim City Manager Dunlop discussed the proposed ordinance.

Ordinance: An Ordinance of The City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land to Planned Unit Development (PUD); Making Findings of Fact; and Providing for Related Matters.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Hill, to approve the first reading of 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).

There was no further discussion.

**Motion to approve carried 6-0**

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

The city staff recommended that the City Council approve the Land Use Assumptions Map and proposed Water and Wastewater Capital Improvement Projects.

City Engineer Gray discussed the proposed project.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Wallace to approve the Land Use Assumptions Map and proposed Water and Wastewater Capital Improvement Projects.

There was no further discussion.

**Motion to approve carried 6-0**

**14. Consideration, discussion, and possible action on a change order to the construction contract for the Cottonwood Creek Wastewater Treatment Plant Improvements project.**

The city staff recommended that the City Council approve Change Order No. 2 to the construction contract for the Cottonwood Creek Wastewater Treatment Plant Improvements project with Excel Construction Services, LLC in the amount of \$43,312.00.

City Engineer Gray discussed the proposed change order.

**MOTION:** Upon a motion made by Mayor Pro Tem Wallace and seconded by Council Member Weir to approve Change Order No. 2 to the construction contract for the Cottonwood Creek Wastewater Treatment Plant Improvements project with Excel Construction Services, LLC in the amount of \$43,312.00.

There was no further discussion.

**Motion to approve carried 6-0**

**15. Consideration, discussion, and possible action on a change order to the construction contract for the 2020 Capital Metro Pavement Improvements project.**

The city staff recommended that the City Council approve Change Order No. 3 to the construction contract for the 2020 Capital Metro Pavement Improvements project with Forsythe Brothers Infrastructure, LLC.

City Engineer Gray discussed the proposed change order.

The discussion was held regarding the reimbursement going back into the general fund.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Council Member Amezcua to approve Change Order No. 3 to the construction contract for the 2020 Capital Metro Pavement Improvements project with Forsythe Brothers Infrastructure, LLC, the change order will decrease the project cost by \$71,701.25.

There was no further discussion.

**Motion to approve carried 6-0**

Assistant City Attorney Rivera requested for City Council to return to Item No. 11. She explained that the motion failed and did not pass due to the vote of 3-2. She stated per City Charter the approval needed 4 votes instead of 3. She stated that the item could come back for reconsideration due to the developer leaving and not being aware of denial. In order for reconsideration the council member from the prevailing side would need to motion to reconsider.

There was no further discussion.

Council Member Amezcua advised she would be abstaining from discussion and consideration of the following item as she previously did.

**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**

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Wallace, to reconsider Item No. 11 and postpone item to the January 5, 2022, regular council meeting.



There was no further discussion.

**Motion to postpone carried 5-0**

Council Member Amezcua returned to the dais.

**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.**

The city staff recommended that the City Council approve the Statement of Work No. 9 to the existing Master Services Agreement with George Butler Associates, Inc. for the Cottonwood Wastewater Treatment Plant Expansion project.

City Engineer Phelan discussed the proposed Statement of Work No. 9 to the Master Services Agreement.

The discussion was held regarding the possibility of grant funding.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Wallace to approve the Statement of Work No. 9 to the existing Master Services Agreement with George Butler Associates, Inc. for the Cottonwood Wastewater Treatment Plant Expansion project.

There was no further discussion.

**Motion to approve carried 6-0**

**17. 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 until January 19, 2022, regular council meeting.

Public Works Director Tuley stated he received additional information from vendor and is under review.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Weir to postpone item until January 19, 2022, regular council meeting.

There was no further discussion.

**Motion to postpone carried 6-0**

**18. Consideration, discussion, and possible action on RFP 2021-58 for a Grant Management Consultant.**

The city staff recommended that the City Council approve RFP 2021-58 for a Grant Management Consultant.

Interim City Manager Dunlop discussed the proposed RFP. He requested for the proposal release date to be changed to December 29, 2021, instead of December 27, 2021.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Wallace to approve RFP 2021-58 for a Grant Management Consultant with the proposed change date of December 29, 2021.

There was no further discussion.

**Motion to approve carried 6-0**

**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.**

The city staff recommended that the City Council approve an Interlocal Agreement between the City of Manor and Manor Independent School District related to land development regulations.

Interim City Manager Dunlop discussed the interlocal agreement.

Mayor Harvey asked Assistant City Attorney Rivera if he needed to recuse himself from item due to his employment with the district. Assistant City Attorney Rivera clarified the Conflict of Interest regulations and confirmed there was no indication of conflict with Mayor Harvey participating in discussion.

The discussion was held regarding timeline of agreement.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Weir to approve an Interlocal Agreement between the City of Manor and Manor Independent School District related to land development regulations.

There was no further discussion.

**Motion to approve carried 6-0**

**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.**

The city staff recommended that the City Council approve Ordinance No. 632 adopting the Amended Annual Budget for the City of Manor for the fiscal year beginning October 1, 2020 and ending September 30, 2021.

Finance Director Collins discussed the proposed amended budget.

Ordinance No. 632: An Ordinance of The City of Manor, Texas, Adopting an Amended Annual Budget for The Ensuing Fiscal Year Beginning October 1, 2020, and Ending September 30, 2021; Appropriating the Various Amounts Thereof, and Repealing all Ordinances or Parts of Ordinances in Conflict Therewith; and Providing for an Effective Date.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Amezcua to approve Ordinance No. 632 adopting the Amended Annual Budget for the City of Manor for the fiscal year beginning October 1, 2020 and ending September 30, 2021.

There was no further discussion.

**Motion to approve carried 6-0**

**21. Consideration, discussion, and possible action on the Board of Adjustment attendance report for Board Member Place 1, William Mann; and declare a vacancy.**

The city staff recommended that the City Council remove Board Member, Place 1 William Mann and declare a vacancy.

Interim City Manager Dunlop discussed the Board of Adjustment attendance report for Board Member William Mann.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Amezcua to remove Board Member, Place 1 William Mann and declare a vacancy.

There was no further discussion.

**Motion to approve carried 6-0**

**22. Consideration, discussion, and possible action to appoint Board Member Alternate No. 2, Neal Edwards to Place No. 1 of the Board of Adjustment.**

The city staff recommended that the City Council appoint Board Member Neal Edwards to Place 1 on the Board of Adjustment to fill an unexpired term.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to appoint Board Member Neal Edward to Place 1 on the Board of Adjustments.

There was no further discussion.

**Motion to approve carried 6-0**

At the request of Mayor Harvey, Item No. 24 was considered next.

**24. Consideration, discussion, and possible action to close City Offices at 12:00 p.m. on Friday, December 17, 2021.**

The city staff recommended that the City Council approve the closure of City Offices at 12:00 p.m. on Friday, December 17, 2021.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Amezcua to approve the closure of City offices at 12:00 p.m. on Friday, December 17, 2021.

There was no further discussion.

**Motion to approve carried 6-0**

**23. Consideration, discussion, and possible action on an ordinance for specific retiree benefits through TML Health Benefits Pool.**

The city staff recommended that the City Council approve Ordinance No. 633 authorizing the offering of health benefits coverage to City of Manor retirees through TML Health Benefits Pool.

HR Manager Vasquez discussed the proposed ordinance.

The discussion was held regarding the clarification of change.

Ordinance No. 633: An Ordinance Authorizing the Offering of Health Benefits Coverage to City of Manor Retirees; Repealing all Ordinances in Conflict; Providing an Open Meetings Clause; and Providing an Effective Date.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Council Member Weir to approve Ordinance No. 633 authorizing the offering of health benefits coverage to City of Manor retirees through TML Health Benefits Pool.

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 10:02 p.m. on Wednesday, December 15, 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; 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 at 10:02 p.m. on Wednesday, December 15, 2021.*

The Executive Session was adjourned at 11:42 p.m. on Wednesday, December 15, 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 11:42 p.m. on Wednesday, December 15, 2021.

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

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and Council Member Wallace to authorize the Mayor, Mayor Pro Tem Hill and Interim City Manager Dunlop to take action to negotiate and discuss with ESD No. 12 Interlocal Agreement between the City and ESD 12 Allocation of Sales Tax Revenue for the Development of Infrastructure and other action as discussed in Executive Session.

There was no further discussion.

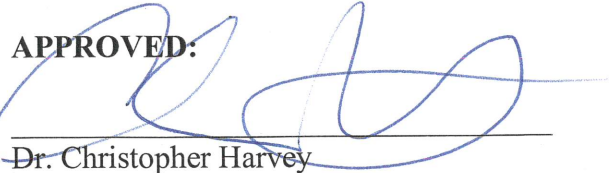
**Motion to approve carried 6-0**

## **ADJOURNMENT**

The Regular Session of the Manor City Council Adjourned at 11:45 p.m. on Wednesday, December 15, 2021.

These minutes approved by the Manor City Council on the 5<sup>th</sup> day of January 2022. *(Audio recording archived)*

**APPROVED:**



Dr. Christopher Harvey  
Mayor

**ATTEST:**



Lluvia T. Almaraz, TRMC  
City Secretary



# Statement of Petition

**To the Mayor, City Council, and Planning and Zoning Commission Members of Manor TX**

December 6, 2021

A Petition of Extraordinary Interest by the Home Owner Abutters and other Neighborhood Residents of the Bell Farms Subdivision to the Planning and Zoning Commission and City Council of Manor, Texas regarding abutting property described as 8.57 acres being located at 12920 Old Highway 20, Manor, TX owned by Sampsg Properties, LLC.

As a very interested contingent of homeowners whose names are listed below, we the concerned neighbors of the property do request the Manor Planning and Zoning Commission and City Council to prioritize and respond on record to the following items for consideration by the council in matters of future zoning of the subject property.

1. That the principled interest of maintaining a peaceful, private and safe Bell Farms residential neighborhood be protected
2. That the Commission/Council take into account the potential danger to the community of any property use potentially disrupting the safe buried status of the buried petroleum pipeline that crosses a significant portion of the subject property currently guarded by a restricted easement
3. That the Commission/Council's decision take into account any development potential environmental pollution to the surrounding neighborhood and property including:
  - a. Any substance, liquid or solid, surface or subsurface pollution of water or soils of surrounding neighborhood or tributary to the Wilbarger Creek drainage system to the Lower Colorado River
  - b. Any potential watershed pollution to property and surrounding property
  - c. Any potential noise and odors from property not typical in a residential neighborhood
  - d. Any habitat relocation of harmful animals (snakes, scorpions, etc)
  - e. Any lighting of property conform to restrictions not exceeding that of surrounding neighborhood
4. That the Commission/Council consider all traffic implications of any developed use of property including additional demands placed on main frontage and current access road to property being Old Highway 20 currently strained by neighborhood and industrial traffic
5. That the Commission/Council take complete economic consideration and analysis of the subject property regarding commitment to supply city water and sanitation services to said property and a legitimate cost benefit to the city be offset by a schedule of tax collections of any potential use
6. That the potential track to subject property zoning not adversely affect neighbors maintaining the best property values of their individual property



## Door to Door Signatures

We the petitioners to the items listed above are listed below:

Krystal N. Luciano, Elvin Lozano - 12825 Ring Dr

Maria L. German, Lorenzo Aguilari - 12832 Ring Dr.

Manuel Vargas 12800 Ring Dr

Jacobs Coronado 12809 Ring Dr

Heavenly 12829 Ring Dr.

Jeffery 12833 Ring Dr

Geranick Mesa 12828 Ring Dr.

Julia Diaz 12812 Ring Dr

Ashby Goudreau 12816 Carillon Way

Samuel Gordon 12905 Shipbell Dr

Maria Thomas 12791 BELLA PKwy

Leticia James 12745 Bella Pkwy

Vanessa Smith 12728 Bella Pkwy

Fidelis Jackson 12724 Bella Pkwy

Larry Timmons 12737 St. Marys Dr

Lisa Nieto Hernandez 12700 Wedding Dr

Danielle Ramirez-Polley 12813 Snow Lane

Cia Medina 12800 Snow Lane

Rambo Trevino 12601 Carillon

# Digital Signatures

(digital)	<u>Ecatarina Blaettler</u>	<u>12816 Snow Lane</u>
(digital)	<u>Kris Hankins / Emelda Hankins</u>	<u>12764 Ring Dr</u>
(digital)	<u>Rebeca Diaz</u>	<u>12745 St. Mary</u>
(digital)	<u>Michelle Schreiber</u>	<u>12933 Snow Lane</u>
(digital)	<u>Ann Marquez</u>	<u>12825 Carillon Way</u>
(digital)	<u>Brandy Wright</u>	<u>12921 Tinker St</u>
(digital)	<u>Brittany McMillan</u>	<u>12905 Tinker St</u>
(digital)	<u>Ernest Muniz / Hope Muniz</u>	<u>12725 St. Mary</u>
(digital)	<u>Shelton Haywood</u>	<u>12704 Door Bell</u>
(digital)	<u>Rebekah Capelo</u>	<u>12800 St Mary</u>
(digital)	<u>Kimberly Garcia</u>	<u>12812 Chime</u>
(digital)	<u>Larry Greene</u>	<u>12916 Snow Lane</u>
(digital)	<u>Cody Seamans / Ang Seamans</u>	<u>12717 Carillon Way</u>
(digital)	<u>Bill Cashion</u>	<u>12904 Ship Bell</u>
(digital)	<u>Erwin Heredia</u>	<u>12912 Tinker St</u>
(digital)	<u>Mason Dome / Sklyer Dome</u>	<u>12817 Ring Dr</u>
(digital)	<u>Matthew Leonard / Julie Leonard</u>	<u>12821 Ring Dr</u>
(digital)	<u>Ben Gamble / Courtney Gamble</u>	<u>12901 Snow Lane</u>
(digital)	<u>Susan Gredler</u>	<u>12713 Casting Dr</u>
(digital)	<u>Kim Benson</u>	<u>12812 Snow Lane</u>
(digital)	<u>Jonathan Barton</u>	<u>12908 Ship Bell</u>
(digital)	<u>Tony Tobin</u>	<u>12908 Carillon Way</u>

digital)	Deja Hill	12901 Ship Bell
digital)	Lisa Tapia	12900 Ship Bell
digital)	Sandra Duran	12720 Casting Dr
digital)	Raeagan Kirk	12712 St Mary Dr
digital)	Darian Norris	12713 Bella Plwy

This image shows a single sheet of white paper with horizontal black ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears slightly aged or off-white.



Julie Leonard <[REDACTED]>

---

**New message from: Katy Blaettler**

1 message

Katy via Nextdoor <reply@rs.email.nextdoor.com>

Thu, Dec 9, 2021 at 11:19 AM

Reply-To:


reply+GUYDONRSGU4TSX3QOJXWI5LDORUW63S7KBGV6MJRHA4TMMZXGU3DAXZSGA3TENZTGU3F6===@reply.nextdoor.com

To: [REDACTED]

**Statement**

Conversation between you and Katy Blaettler, Bell Farms

nextdoor

 Katy Blaettler, Bell Farms

Hi,

please add my name to the statement: Ecaterina Blaettler -  
12816 Snow Ln, Manor, TX 78653

Thank you so much for letting us know about this!

[View message](#)

You can also reply to this email or use Nextdoor for iPhone or Android

This message is intended for [REDACTED]  
Unsubscribe or adjust your email settings

Nextdoor, 420 Taylor Street, San Francisco, CA 94102



Julie Leonard <[REDACTED]>

---

**New message from: KC Hank**

---

KC via Nextdoor <reply@rs.email.nextdoor.com>

Fri, Dec 10, 2021 at 9:40 AM

Reply-To:

reply+GUYDONRSGU4TSX3QOJXWI5LDORUW63S7KBGV6MJRHA4TOMRQGE3DAXZRGYDKMJTGJPQ====@reply.nextdoor.com

To: [REDACTED]

Planning and Zoning

Conversation between you and KC Hank, Bell Farms

nextdoor

 KC Hank, Bell Farms

I'm at 12704 Ring Dr. in Bell Farms. If possible, add my wife, Emelda, to it as well.

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Julie Leonard <[REDACTED]>

---

**New message from: Rebeca Diaz**

1 message

**Rebeca via Nextdoor** <reply@rs.email.nextdoor.com>

Thu, Dec 9, 2021 at 11:21 AM

Reply-To:


reply+GUYDONRSGU4TSX3QOJXWI5LDORUW63S7KBGV6MJRHA4TMMZXG42TQXZSHA3DMNRSGVPQ====@reply.nextdoor.com

To: [REDACTED]

planning and zoning

Conversation between you and Rebeca Diaz, Bell Farms

nextdoor

 Rebeca Diaz, Bell Farms

Rebeca Diaz  
12745 Saint Mary Dr  
Bell Farms

Please add me to your list

I would also like to see a more specific plan for the roadway  
and an added bike lane and sidewalks and proper lighting

Thanks

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12/13/21, 9:30 AM

Gmail - New message from: Michelle Schreiber



Julie Leonard <[REDACTED]>

---

**New message from: Michelle Schreiber**

1 message

Michelle via Nextdoor <reply@rs.email.nextdoor.com>


Thu, Dec 9, 2021 at 4:48 PM


Reply-To:

reply+GUYDONRSGU4TSX3QOJXWI5LDORUW63S7KBGV6MJRHA4TMNZQGQ2DOXZRG3TQMBTG5PQ====@reply.nextdoor.com

To: [REDACTED]

**Petition**

Conversation between you and Michelle Schreiber, Bell Farms 

 Michelle Schreiber, Bell Farms

Hello. I'm a homeowner in Bell Farms. Please add my name to the petition. Michelle Schreiber 12933 Snow LN  
Kind regards, Michelle

[View message](#)

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This message is intended for [REDACTED]  
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Nextdoor, 420 Taylor Street, San Francisco, CA 94102



Julie Leonard <[REDACTED]>

---

**New message from: Ann Marquez**

1 message

---

**Ann via Nextdoor** <reply@rs.email.nextdoor.com>

Thu, Dec 9, 2021 at 11:48 AM

Reply-To:


reply+GUYDONRSGU4TSX3QOJXWI5LDORUW63S7KBGV6MJRHA4TMNBQGY2TAXZYG42TQMBQGFPQ====@reply.nextdoor.com

To: [REDACTED]

Petition

Conversation between you and Ann Marquez, Bell Farms

nextdoor

 Ann Marquez, Bell Farms

Hi Julie,

My name is Ann Marquez. Six years ago, I purchased a home on Carillon Way. This home is also my residence, and over the past six years, I have seen nothing but an overwhelming increase of traffic on both 290 and Old Hwy. 20 that shows no sign of abating. It's appallin

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Julie Leonard [REDACTED]

---

**New message from: Brandy Wright**

---

Brandy via Nextdoor <reply@rs.email.nextdoor.com>

Mon, Dec 13, 2021 at 10:16 AM

Reply-To:

reply+GUYDONRSGU4TSX3QOJXWI5LDORUW63S7KBGV6MJRHA4TMMZWGA2DMXZTHE3DEMZXHBPQ====@reply.nextdoor.com

To: [REDACTED]

Zoning Petition

Conversation between you and Brandy Wright, Bell Farms

nextdoor

 Brandy Wright, Bell Farms

I do not support the zoning for business or residential unless it includes provisions for increased traffic infrastructure for HWY 20.

I would like a local convenience store, but it would require careful consideration for eco , environment, noise and safety. However, I do not su

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Julie Leonard [REDACTED]

---

**New message from: Brittany Deng**

1 message

---

**Brittany via Nextdoor** <reply@rs.email.nextdoor.com>

Thu, Dec 9, 2021 at 6:43 PM

Reply-To:


reply+GUYDONRSGU4TSX3QOJXWI5LDORUW63S7KBGV6MJRHA4TMOBRGA3TAXZWGAYTMMBWGI2F6===@reply.nextdoor.com

To: [REDACTED]

Zoning

Conversation between you and Brittany Deng, Bell Farms

nextdoor

 Brittany Deng, Bell Farms

Hello,

Please add my name to the list.

Brittany McMillan  
12905 Tinker st

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Nextdoor, 420 Taylor Street, San Francisco, CA 94102



Julie Leonard <[REDACTED]>

---

**New message from: Hope Peavey**

1 message

**Hope via Nextdoor** <reply@rs.email.nextdoor.com>

Thu, Dec 9, 2021 at 11:10 PM

Reply-To:


reply+GUYDONRSGU4TSX3QOJXWI5LDORUW63S7KBGV6MJRHA4TOMBVGY2DQXZWHA3DQNRVGFPQ====@reply.nextdoor.com

To: [REDACTED]

Please add our names

Conversation between you and Hope Peavey, Bell Farms

nextdoor

 Hope Peavey, Bell Farms

Good evening,

My apologies for sending this message so late but I didn't want it to slip my mind by tomorrow. Please add mine and my husband's name to the oust you recently discussed in your post.

Names:

Hope and Ernest Muñiz

Property address:

12725 Saint Mary Dr

Bell Farms S

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This message is intended for [REDACTED]

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Nextdoor, 420 Taylor Street, San Francisco, CA 94102



Julie Leonard [REDACTED]

---

**New message from: Mrs. Hay**

1 message

**Mrs. via Nextdoor** <reply@rs.email.nextdoor.com>

Thu, Dec 9, 2021 at 11:24 PM

Reply-To:

reply+GUYDONRSGU4TSX3QOJXWI5LDORUW63S7KBGV6MJRHA4TOMBWGQ3DEXZRGU4TMMRWHE3V6===@reply.nextdoor.com

To: [REDACTED]

Pls add my name

Conversation between you and Mrs. Hay, Bell Farms

nextdoor



Mrs. Hay, Bell Farms

Shelton H.

12704 Door Bell Dr.

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Julie Leonard [REDACTED] >

---

**New message from: Rebekah Capelo**

1 message

---

**Rebekah via Nextdoor** <reply@rs.email.nextdoor.com>

Fri, Dec 10, 2021 at 6:43 AM

Reply-To:


reply+GUYDONRSGU4TSX3QOJXW5LDORUW63S7KBGV6MJRHA4TOMJZGI4DSXZSHE3DIOBZHFPQ====@reply.nextdoor.com

To: [REDACTED]

Add name to Bell Farms letter

Conversation between you and Rebekah Capelo, Bell Farms

nextdoor

 Rebekah Capelo, Bell Farms

Hello I am the home owner at:

Rebekah Capelo  
12800 St Marys Dr  
Manor TX 78653  
512-820-1812

Please add my name to the letter for city council.

Thank you,

Rebekah

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Julie Leonard <[REDACTED]>

---

## For Petition

1 message

---

Kimberly Garcia <[REDACTED]>

Fri, Dec 10, 2021 at 10:44 AM

Reply-To: Kimberly Garcia <[REDACTED]>

To: [REDACTED]

I, Kimberly Garcia, homeowner of 12812 Chime Dr, support denial of Townhomes and other development.

Thank you,  
Kim Garcia

Sent from Yahoo Mail on Android





Julie Leonard <[REDACTED]>

---

**Petition**

1 message

---

**larry@himb.org** <[REDACTED]>

Fri, Dec 10, 2021 at 10:08 AM

To: [REDACTED]

I support the petition

12916 Snow Lane, Manor Texas 78653

--  
Larry Greene--  
[REDACTED]



Julie Leonard &lt;[REDACTED]&gt;

---

**Petition - Refusal of Townhomes near Bell Farms**

---

Ana Seamans &lt;[REDACTED]&gt;

Fri, Dec 10, 2021 at 1:21 PM

To: Julie Leonard &lt;[REDACTED]&gt;, Cody Seamans &lt;[REDACTED]&gt;

12717 Carillon Way, Manor, TX 78653

Best,  
Ana

On Fri, Dec 10, 2021, 1:16 PM Julie Leonard <[REDACTED]> wrote:

Thanks Anan. What is your house number and street address so I can add?

On Thu, Dec 9, 2021 at 9:18 PM Ana Seamans <[REDACTED]> wrote:

Hi Julie,

Please add myself, Ana Seamans, and my husband, Cody Seamans, to the petition to deny any additional increase in population, such as Townhouses, near Bell Farms.

Ana Seamans - [REDACTED]

Cody Seamans - [REDACTED]

The infrastructure in place does not currently support any increase to the population of this region. Our roads cannot support additional traffic and the residents should not be victims to the consequences of poor planning.

Unless public domain is invoked and we build additional roads, and traffic lanes with protected rights and lefts, for traffic outgoing and incoming, including better roads that lead to Old Hwy 20, congestion will only increase, along with accidents, littering, noise, pollution and other hazards associated with small areas that are poorly planned for growth.

Please reach out any time for additional comments.

Best,  
Ana Seamans  
[REDACTED]

--  
Thanks!

Julie Leonard



Julie Leonard <[REDACTED]>

---

## Rezoning by Bell Farms

1 message

Bill Cashion [REDACTED]

Thu, Dec 9, 2021 at 11:15 PM

To: [REDACTED]

To whom it may concern,

I William Cashion of 12904 Ship Bell Drive Manor TX do NOT support rezoning request for the property by the Bell Farms subdivision. We do not need another gas station in Manor much less by our development. I'm concerned about traffic as well. Traffic out here is already a nightmare and we don't need to make things worse by adding more things with out infrastructure improvements.

Thank you,

William Cashion

--

Bill Cashion



Julie Leonard <[REDACTED]>

---

## Zoning

1 message

---

Erwin Heredia <[REDACTED]>

Fri, Dec 10, 2021 at 2:28 PM

To: [REDACTED]

Cc: Erwin Heredia <[REDACTED]>

support denying the zoning

Erwin Heredia

12912 Tinker St

Manor TX, 78653

[REDACTED]

Sent from my iPhone



Julie Leonard <[REDACTED]>

---

**Bell farms**

1 message

---

**Skyler Youtsey** <[REDACTED]>

Fri, Dec 10, 2021 at 5:13 PM

To: [REDACTED]

I deny the new build/gas/pipeline.

12817 ring drive manor, tx 78653

Thank you,  
Skyler

Sent from Yahoo Mail for iPhone



Julie Leonard [redacted]

---

## Support of Denial for Townhomes (Matthew and Julie Leonard)

1 message

---

Julie Leonard <[redacted]>  
To: Julie Leonard <[redacted]>

Tue, Dec 14, 2021 at 8:00 PM

Hello,

We support denial of townhomes due to lack of infrastructure support and development and concerns about floodplain/drainage issues.

12821 Ring Dr

--  
Thanks!

Julie Leonard



Julie Leonard <[REDACTED]>

---

## Townhomes

1 message

---

Courtney Gamble <[REDACTED]>

Fri, Dec 10, 2021 at 6:09 PM

To: [REDACTED]

Hello,

I do not support the building of townhomes to the front of Bell Farms without any new road infrastructure.

Thank you,  
Courtney Gamble  
12901 Snow Ln

—

Hello,

I do not support the building of townhomes to the front of Bell Farms without any new road infrastructure.

Thank you,  
Benjamin Gamble  
12901 Snow Ln



Julie Leonard [redacted] >

---

## Denial

1 message

---

Susan Gredler [redacted]  
To: [redacted]

Fri, Dec 10, 2021 at 6:13 PM

Julie Leonard

You have my support to work to deny the building of townhomes without proper infrastructure measures being met mostly notable the idea of safety of road improvement to support new structures and finding and protecting existing homes from the buried petroleum pipeline.

Susan Gredler  
12713 Casting Drive  
Manor Tx. 78653  
Sent from my iPad





Julie Leonard <[REDACTED]>

---

**New message from: Kim Benson**

1 message

Kim via Nextdoor <reply@rs.email.nextdoor.com>

Sun, Dec 12, 2021 at 11:17 AM

Reply-To:

reply+GUYDONRSGU4TSX3QOJXW5LDORUW63S7KBGV6MJRHA4TQNBQGYZTQXZRGQYTSMJXHEZF6===@reply.nextdoor.com

To: [REDACTED]

Petition

Conversation between you and Kim Benson, Bell Farms

nextdoor



Kim Benson, Bell Farms

12812 Snow Lane. Thank you, Julie!

[View message](#)

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This message is intended for [REDACTED]

Unsubscribe or adjust your email settings

Nextdoor, 420 Taylor Street, San Francisco, CA 94102



Julie Leonard <[REDACTED]>

---

## Opposition to Townhomes in Bell Farms

1 message

---

Jonathan M. Barton <[REDACTED]>

Sun, Dec 12, 2021 at 3:15 PM

To: [REDACTED]

Greetings Julie,

I am writing to let you know that I would like to be added to your petition to oppose the construction of townhomes in the undeveloped parcel off of Old Highway 20 in Bell Farms.

Sincerely,

Jonathan M. Barton  
12908 Ship Bell Dr,  
Manor, TX 78653



Julie Leonard [REDACTED]

---

## Townhouses

1 message

---

Anthony Tobin <[REDACTED]>

Sun, Dec 12, 2021 at 9:01 PM

To: [REDACTED]

Dear Planning Board,

I would like to express my request for denial of the townhome proposal for the plot adjacent to Bell Farms.

The gas pipeline, lack of road infrastructure, and proximity to drainage areas make this plot a bad location for multiple townhomes.

Tony Tobin, 12908 Carillon Way, Manor.



Julie Leonard [REDACTED]

---

## Against Townhomes Near Bell Farms

1 message

---

deja hill <[REDACTED]>

To: Julie Leonard <[REDACTED]>

Sun, Dec 12, 2021 at 9:43 PM

Mrs. Julie Leonard,

I am writing to show my support, as a resident of Bell Farms, for the City of Manor to deny the request to allow townhomes near Bell Farms.

Old Hwy 20 does not have the infrastructure in place for that amount of additional continuous traffic on the road.

A traffic analysis would show that more cars than houses, on this end of Old Hwy 20, use this road. As a resident, we already have standing traffic in the morning and evening hours, for hours.

No sidewalks

No shoulder

No median

This road is a construction route for heavy 18 wheelers and dump trucks that can't stop quickly for cars turning in residential places.

This is a construction route more than a "residential friendly road" - no room for more residents.

No access road for emergency vehicles

We have a large apartment complex that is on this road as well.

This area is already overpopulated

These are issues out of city control, until county can come in and fix pot holes, cracked roads and expand the road, I would like the city to deny the request to build townhouses.

I would support something else with a lower traffic volume.

Respectfully,

Deja Hill

12901 Ship Bell Dr, Manor, TX 78653



Julie Leonard [REDACTED]

---

## Bell Farms

---

Lisa T [REDACTED]  
To: Julie Leonard [REDACTED]

Tue, Dec 14, 2021 at 11:06 AM

12900 Ship Bell Drive

On Tue, Dec 14, 2021 at 10:18 AM Julie Leonard [REDACTED] wrote:  
Thanks! Can you please send your house number and street name?

On Mon, Dec 13, 2021 at 11:46 AM Lisa T [REDACTED] wrote:  
Hello,

Please include me on the petition that is against the rezoning of the townhomes. Let me know if you need anything further or have any questions.

Sincerely,  
Lisa Tapia.

--  
Thanks!

Julie Leonard



Julie Leonard [REDACTED]

---

## No Townhomes

1 message

---

Sandra Duran <[REDACTED]>

Tue, Dec 14, 2021 at 8:18 PM

To: [REDACTED]

Please add my name to the petition for no townhomes in Bell Farms.

Sandra Duran 12720 Casting Dr. Manor TX 78653.

Thank you

Sent from Mail for Windows



Julie Leonard [REDACTED]

---

## Zoning Denial

1 message

---

Reagan Kirk [REDACTED]

To: [REDACTED]

Tue, Dec 14, 2021 at 8:53 PM

Reagan Kirk  
12712 St Mary Dr

This email is to inform whoever it may concern that this household supports denial of zoning for townhouses in Bell Farms.

Thank you!



Julie Leonard [REDACTED]

---

**New message from: Darian Norris**

1 message

---

**Darian via Nextdoor** <reply@rs.email.nextdoor.com>

Tue, Dec 14, 2021 at 9:31 PM

Reply-To:

reply+GUYDONRSGU4TSX3QOJXWI5LDORUW63S7KBGV6MJRHEYDEMRZHE4TQXZVHAYTONJVHE4F6===@reply.nextdoor.com


To: [REDACTED]

Support denial

Conversation between you and Darian Norris, Bell Farms

nextdoor

---

 Darian Norris, Bell Farms

My name is Darian Norris and I live on 12713 Bella Pkwy and I support the denial of zoning for townhomes.

[View message](#)

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---

This message is intended for [REDACTED].  
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Nextdoor, 420 Taylor Street, San Francisco, CA 94102



## Mandy Miller

---

**From:** Scott Dunlop  
**Sent:** Wednesday, December 15, 2021 4:58 PM  
**To:** Mandy Miller  
**Subject:** Fwd: Case number 2021-P-1354-ZO

---

**From:** Marney Mason  
**Sent:** Wednesday, December 15, 2021 4:46:20 PM  
**To:** Scott Dunlop <sdunlop@cityofmanor.org>  
**Subject:** Case number 2021-P-1354-ZO

Hello Mr. Dunlop,

I live at 19601 W.T. Gallaway Street and would like to express that I do not wish the rezoning to go forward.

I sincerely hope you do not do this. It will ruin my home. I had always known I faced the possibility that I would eventually be looking at the back of someone else's single family dwelling, instead of my view. Never in my wildest nightmares did I ever think anyone would build apartments there.

Don't do this.

Best regards, Marney.

Sent from my iPhone

## **Mandy Miller**

---

**From:** Stephanie Andrews  
**Sent:** Monday, December 6, 2021 1:29 PM  
**To:** Scott Dunlop; Mandy Miller  
**Subject:** Rezoning Application

I provide permission to have this email to be given to be read for the Wednesday Dec 8th meeting.

My name is Stephanie Andrews and I have resided at 19412 Tayshas St since 2019. I spoke at a previous P&Z meeting about the stone structure outside of our residence with the new build on the land off of 290. I do hope the final decision from the developers and P&Z was to keep that structure or have it moved.

However, this email is in regards to the upcoming meeting on Wednesday December 8th that I am unable to attend due to a scheduling conflict. If I have read this correctly, it appears you're planning on establishing a residential area in the lot across from Paseo Presidenta Blvd. Since I am unable to attend I will not be able to publicly speak on record as a resident of this community to leave that property alone. With the build on the adjacent property we do not need more residential spaces. As a city and a community we need to stop focusing only on profit and shift to a focus of quality of life. 290 and surrounding roads are horrendous in quality of driving and traffic control. The City of Manor cannot keep bringing people in without fixing what needs fixing first. How about preserving land and creating parks or pools, Manor only has: 4 parks, 0 dog parks and 0 Public pools.

As a resident we do not approve of the new build. I would like it to be on record to state to the commissioners and the developers to stop being so selfish with open land to create more living arrangements, gas stations or any other new land building until the City of Manor has its priorities in order for the residents who already reside in Manor. Thank you for your time.

Stephanie Andrews

-----Original Message-----

From: Gilbert Huerta

Sent: Tuesday, December 7, 2021 4:37 AM

To: Scott Dunlop <sdunlop@cityofmanor.org>

Subject: Rezoning

To whom it may concern-

As a resident of Manor Tx- neighborhood Presidential Glenn, I would like to state for the record, I am against the rezoning at Paseo de Presidente and Gunn Ln.

Best Regards,  
Gilbert Huerta

-----Original Message-----

From: Silvia Huerta

Sent: Tuesday, December 7, 2021 4:22 AM

To: Scott Dunlop <sdunlop@cityofmanor.org>

Subject: Rezoning Paseo de Presidente/Gunn Ln

To whom it may concern-

As a resident of Manor Tx- neighborhood Presidential Glenn, I would like to state for the record, I am against the rezoning at Paseo de Presidente and Gunn Ln.

Thank you.

Silvia Huerta

Sent from my iPhone

---

**From:** lindsay johnson

**Sent:** Tuesday, December 7, 2021 10:44 AM

**To:** Scott Dunlop <[sdunlop@cityofmanor.org](mailto:sdunlop@cityofmanor.org)>

**Subject:** Zoning Presidential Glen

To whom this concerns,

I have seen a map and letter informing home owners which I am one of them that someone is considering putting an apartment complex on that lot.

I am hoping they are not wanting to go forward with building it because we all moved here for the peace and space. If that moves out here there will be more traffic than there already is.

We as home owners already have concerns about our neighborhood for example our roads are horrible as is. It's like riding a roller coaster, traffic.

Thank you in advance

Sincerely, Lindsay

---

**From:** Marika Klein

**Sent:** Monday, December 6, 2021 9:23 PM

**To:** Scott Dunlop <[sdunlop@cityofmanor.org](mailto:sdunlop@cityofmanor.org)>

**Subject:** Proposed Rezoning comment

Hello Mr. Dunlop,

I am unable to attend the public hearing regarding the proposed rezoning of land between Paseo de Presidente and Gunn Lane next to the Presidential Glen neighborhood. However, I wanted to put forth comment on the matter regardless.

I am unequivocally OPPOSED to the rezoning of this land at this time. The roads in the area are already of poor quality and traffic at surrounding intersections is too clogged. Changing from single family to multi-family zoning would exacerbate these issues. The road infrastructure of the greater surrounding area MUST be addressed and improved before more residences, especially multi-family structures, are to be built.

Thank you for your consideration,

Marika Klein

Presidential Glen homeowner

---

**From:** Marlene Rodriguez  
**Sent:** Tuesday, December 7, 2021 2:15 PM  
**To:** Scott Dunlop <[sdunlop@cityofmanor.org](mailto:sdunlop@cityofmanor.org)>  
**Subject:** Resident of Presidential Glen

For the record, I do not want a multi-family resident on the property lot off 290 and Paseo De Presidente Blvd.

Sincerely

Marlene Rodriguez  
Resident of Presidential Glen

---

**From:** Frank Sierra  
**Sent:** Tuesday, December 7, 2021 1:03 PM  
**To:** Scott Dunlop <[sdunlop@cityofmanor.org](mailto:sdunlop@cityofmanor.org)>  
**Subject:** Proposed Zoning

We do not want  
Multi-Family 15 (MF-1)

Frank Sierra  
Project Specialist | WLE



-----Original Message-----

From: Cathy Wolfe

Sent: Monday, December 6, 2021 9:24 PM

To: Scott Dunlop <sdunlop@cityofmanor.org>

Subject: Notification Letter Received

Case number: 2021-P-1354-ZO

Case Manager: Scott Dunlop

I am against this multi family homes being built. There is plenty of other property in Manor. This is a single family subdivision. I wish for this email to be my voice in this. I can not attend the meeting.

Thanks,  
Cathy Wolfe

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**From:** Herrera-Doerre, Brandon P.  
**Sent:** Wednesday, December 8, 2021 2:00:26 PM  
**To:** Scott Dunlop <sdunlop@cityofmanor.org>  
**Subject:** Proposed Zoning (Presidential Glenn)

To whom it may concern,

I was recently notified of a proposal to change the field that surrounds Presidential Glenn into a multi-family zone. I currently reside at 19509 WT Gallaway Street which is located adjacent to the lot. At first when I obtained the letter I thought it was a mistake or a prank due to the fact that there are already MULTIPLE apartments going up around Manor at lightening speed without any development into the transport system (roads). Currently it takes me at least an hour to get to work daily and even then I am just barley making it in time. I think it is not only wrongful but unwise to plan to change that lot without addressing the HUGE issues of roads in this community. Not only this but you are proposing to change the lot in order to allow an apartment to go up which will negatively impact the value upon a house we just purchased within the last year. I truly do not see any benefit to myself or my community if this change is put through. I hope that you consider not only myself but others when deciding on whether or not to move forward with this.

Lastly, I will leave you with this image. Imagine buying your first house and then within the year having construction going on in order to build apartments that are sure to pose issues of their own once it is finally built.

Sincerely,

Dr. Herrera-Doerre

# Presidential Glen Rezoning

City of Manor





# About Coronado West

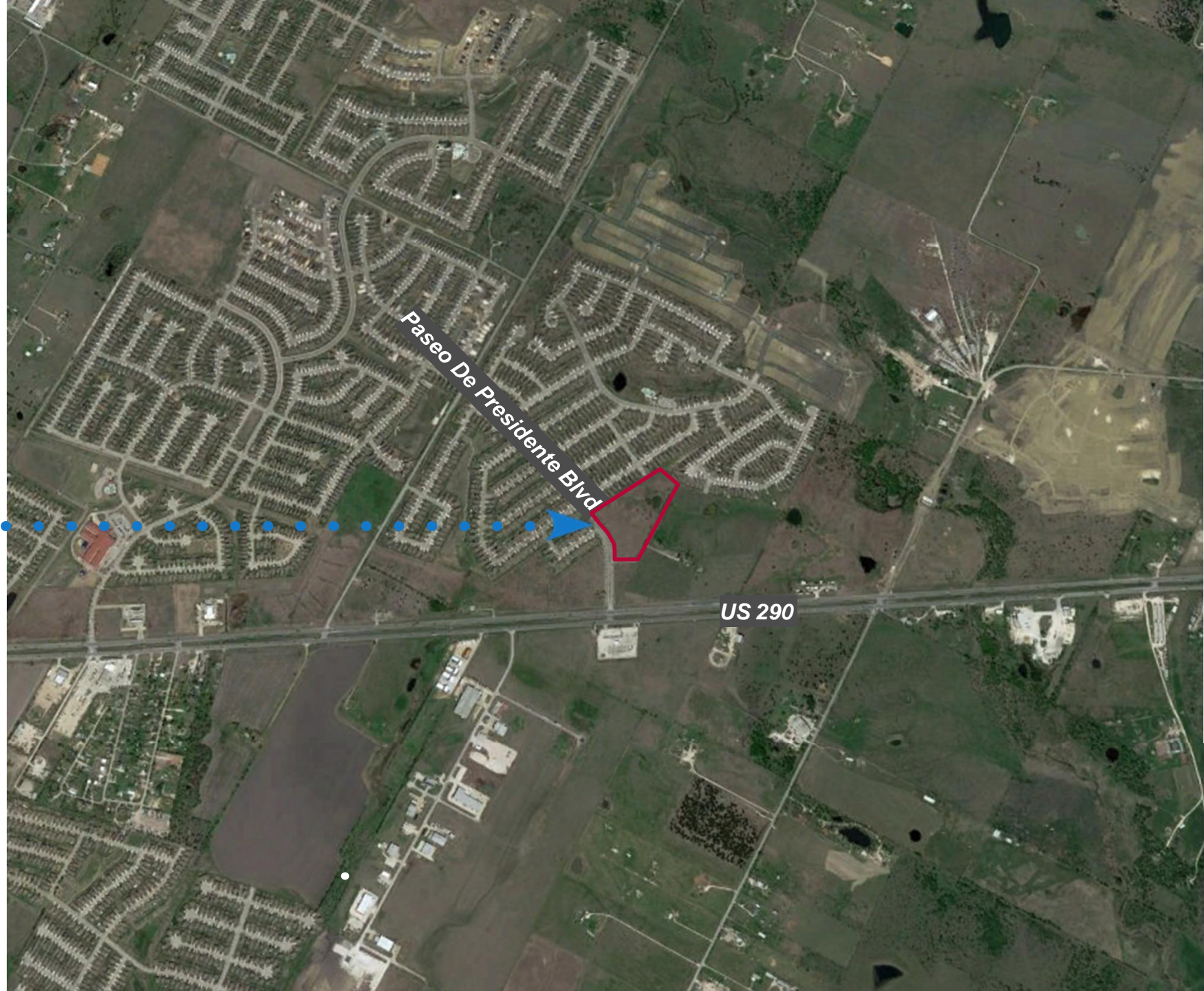
- Founded in 1984
- Specializes in the development and leasing of high-quality residential Communities
- 100 % family owned and operated
- Long term hold of developments





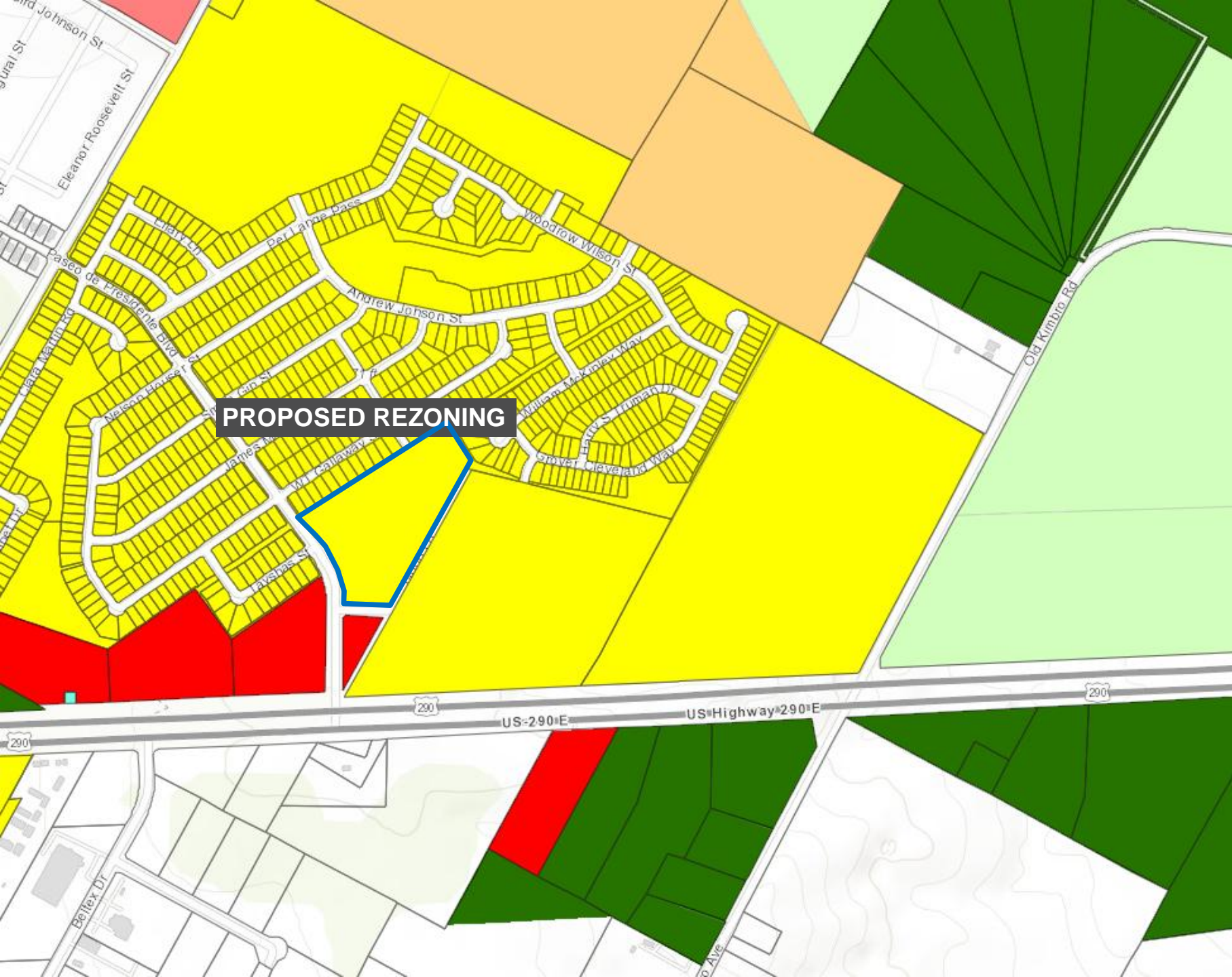


# Location Map





# Zoning Map





- Approved by City Council October 27, 2021
- This development agreement requires that *“the Developer shall submit an application for re-zoning of the 10 acres, more or less, from R-1 to District “MF”*
- The proposed rezoning is in line with the requirements of the Development agreement.







# Concept Plan



## LAND USE SUMMARY

	Townhouse Residential	91 units
	Gross Site Area:	10.2 acres
	Gross Density:	8.92 du./ac.
	Gasline Easement	0.8 acres
	Net Site Area:	9.4 acres
	Net Density:	9.68 du./ac.



# Presidential Glen

25' Front Load Townhomes



Unit 4

Unit 3

Unit 2

Unit 4

Modern Farmhouse  
4-plex | front elevation



HHS | RESIDENTIAL

# *Build for Rent*

**The Build for Rent concept benefits Manor and its citizens in the following ways:**

- Designed for the growing family
- Average home size will be 1850 sq ft
- 3 and 4 bedrooms with dedicated work/study space.
- Private backyards
- Provides affordable maintenance free housing
- Uniform clean community
- Professionally maintained landscaping
- All homes receive a thorough home inspection annually, no deferred maintenance
- Pride of ownership is supported on all levels





# About Marketplace Homes

We partner with Marketplace Homes Management to provide our property owners with a complete picture of management:

- Leasing
- Marketing with Virtual Staging
- Repairs/Maintenance
- Rehabs of all sizes
- Property Preservation
- Rental Registrations
- Utility/Tax payments
- Mid-Lease inspections
- Property turns
- Accounting/customized reporting





# Q&A



# Monarch Ranch

Located at southwest corner of Gregg Lane and FM 973



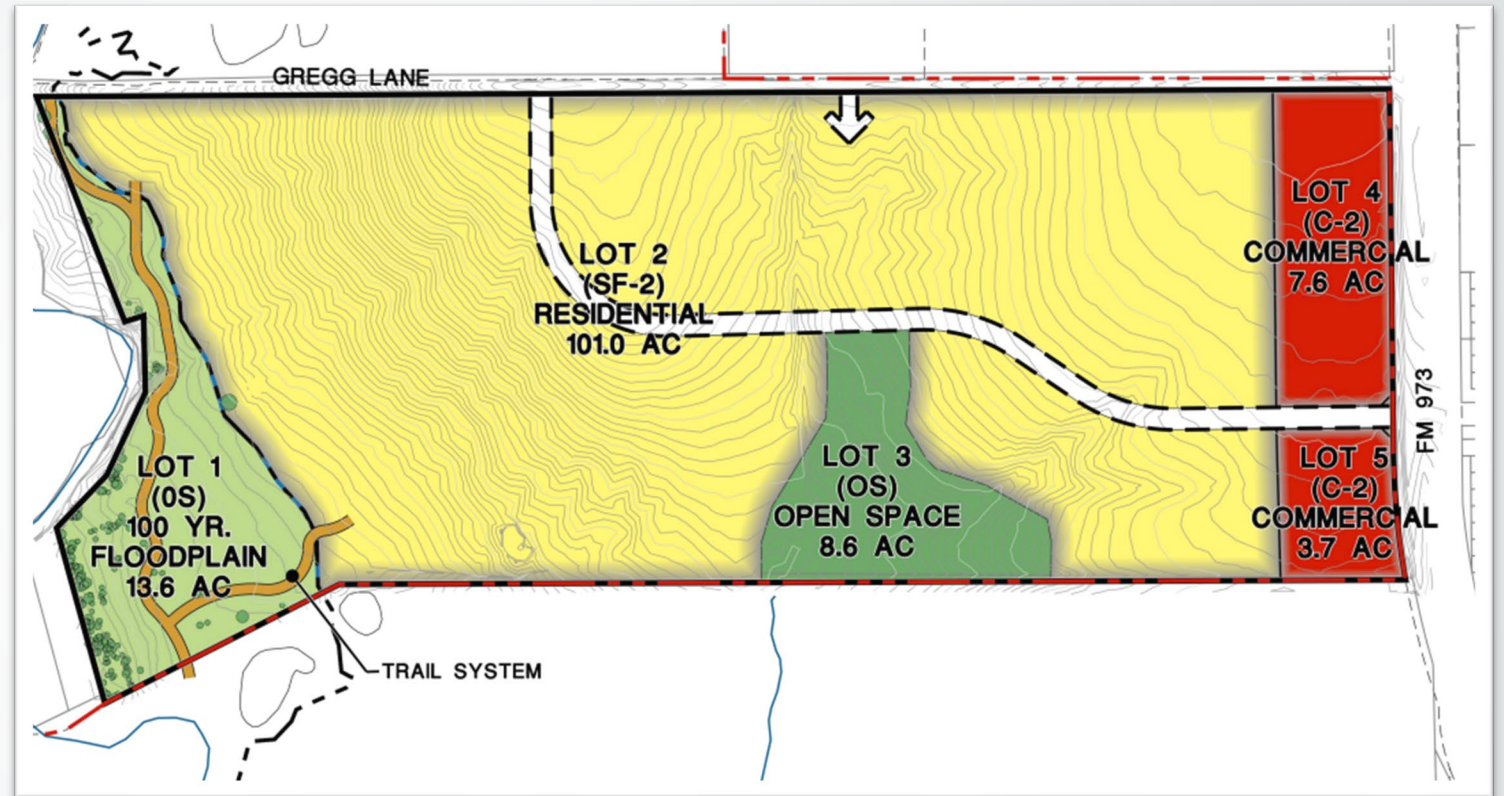
# Blackburn Homes



- 1<sup>st</sup> residential development in the Greater Austin Area:
  - Oaks at Wildwood, Georgetown
- Since 2007:
  - Preserve at Mayfield Ranch
  - Gardens at Mayfield Ranch
  - Diamond Oaks
  - The Crossing at Wells Branch
  - Trails at Blackhawk
  - Brooks Ranch
  - Retreat at Hero Way
  - Heights at San Gabriel

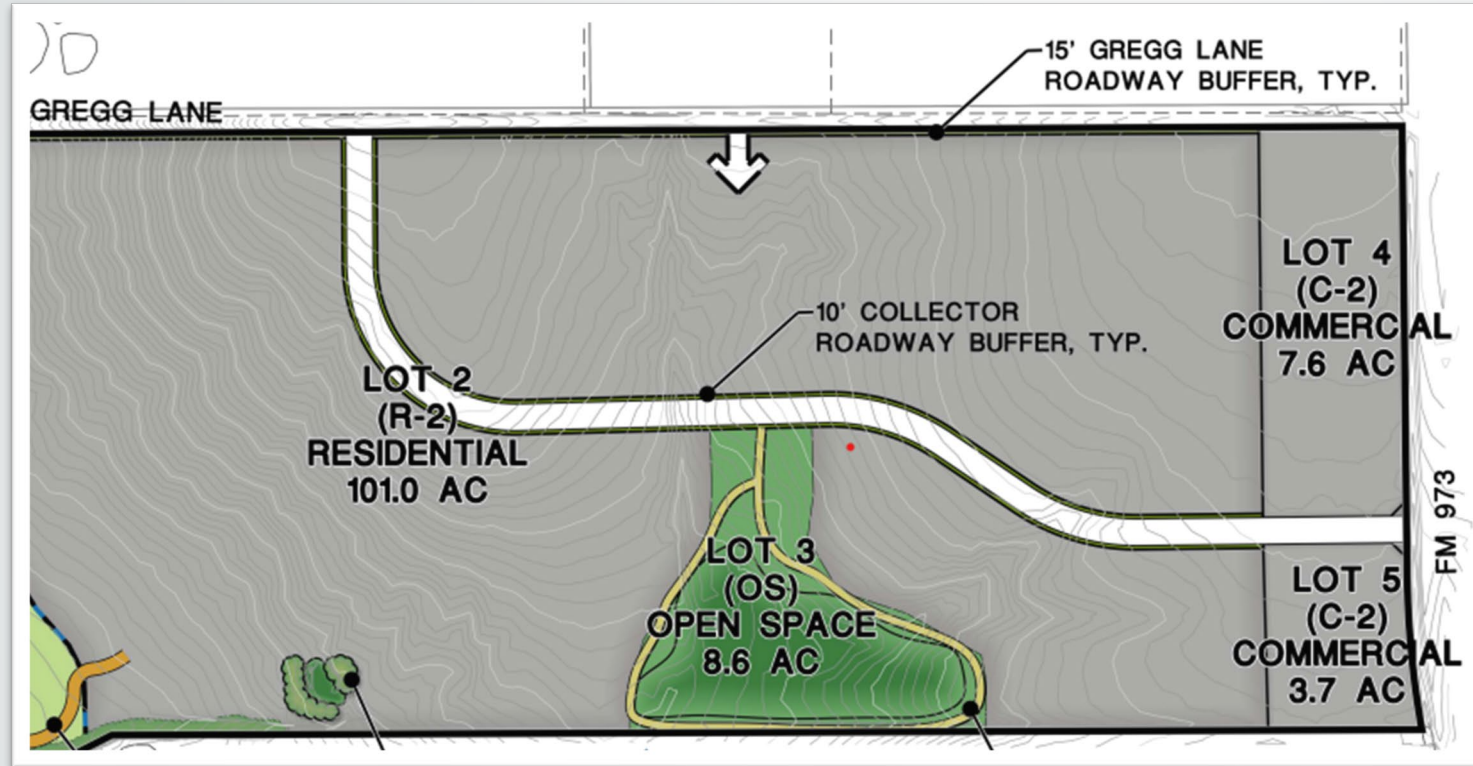
# Monarch Ranch

- 134.528 acres
- PUD
  - 123.550 residential acreage
  - 10.978 commercial acreage
- 382 homes
  - Min. lot size is 50'





# Connections



## Tinajero Way

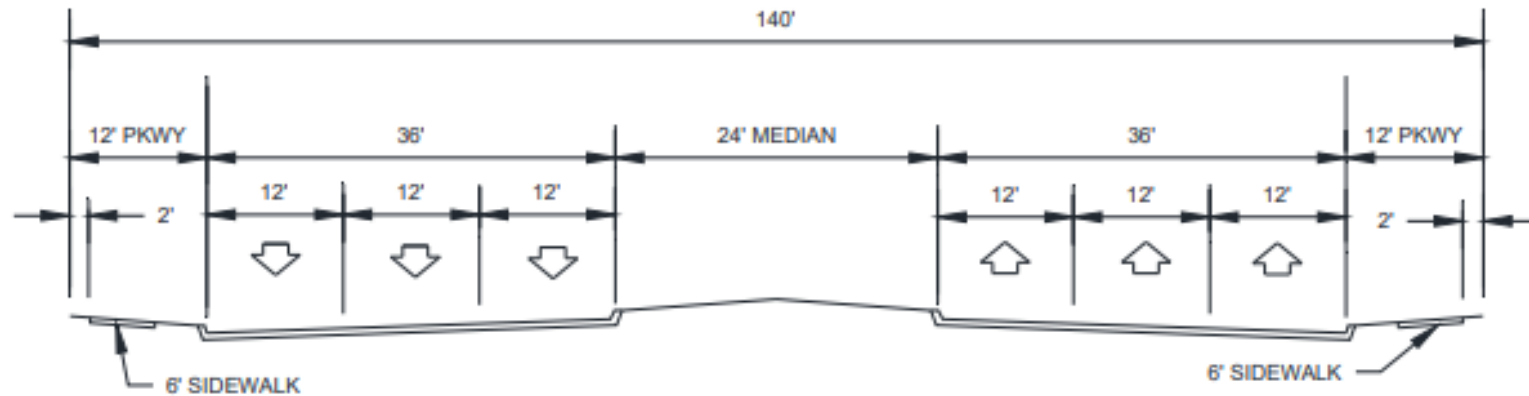
- Extending the 64' road from Stonewater Subdivision
- Connecting to the major collector road in the development north of Gregg Lane



# Connections

## Gregg Lane

- Dedicating 45' ROW to widen Gregg Lane to MAD 6
- Contributing funds for the future expansion

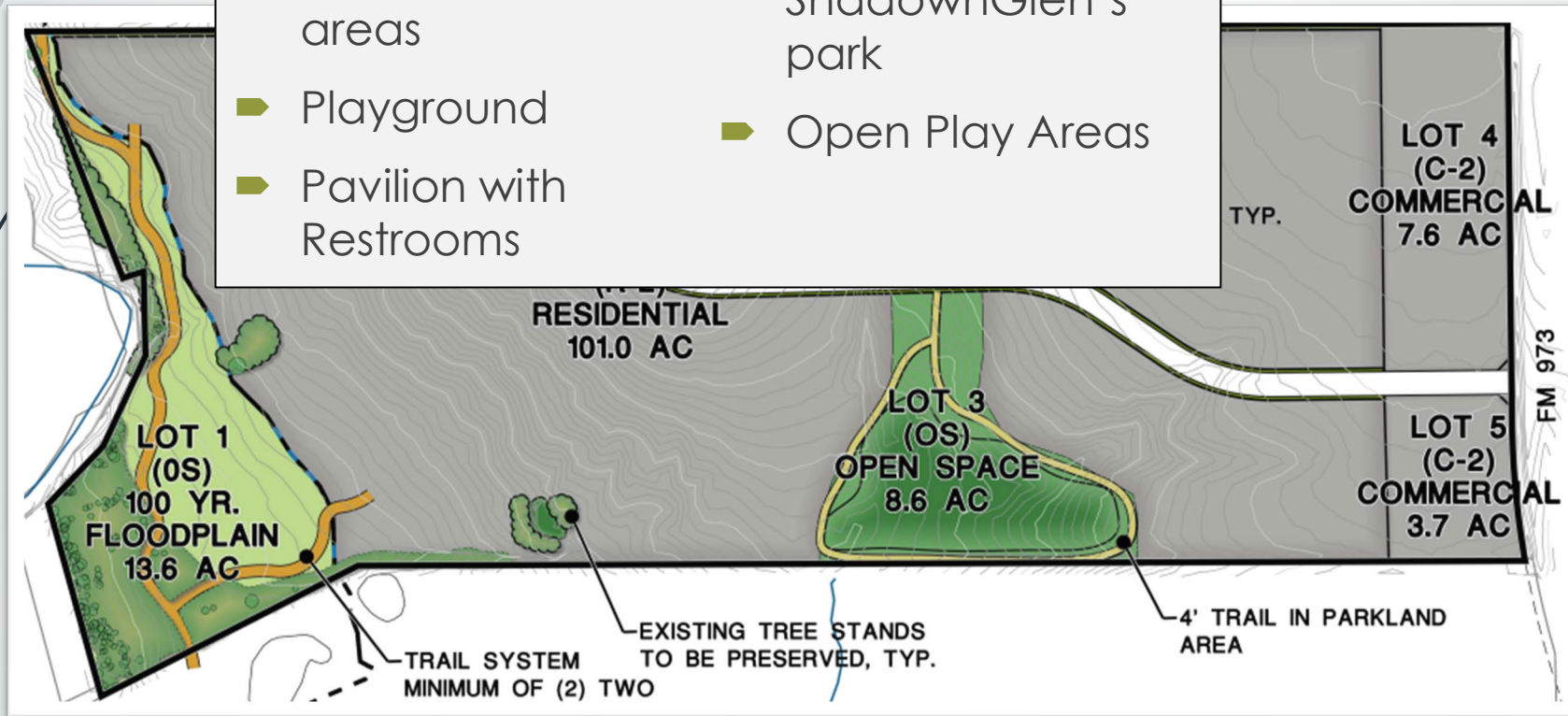


# 22.2 acres of Open Space/ Parkland

## Amenities:

### Public Amenities Maintained by the HOA

- Trails with picnic areas
- Playground
- Pavilion with Restrooms
- Dog park
- Concrete trail to connect to ShadownGlen's park
- Open Play Areas



Questions ?

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Mark Baker, SEC  
Planning, LLC

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Rachel Shanks,  
Blackburn Homes

A large, stylized graphic of a house roofline in dark blue and grey, positioned behind the Blackburn Homes logo text.

**BLACKBURN**  
HOMES

# Leadership Manor #2- Sesquicentennial Class

Project Presentation  
Manor Mobile Visitor Center





# Leadership Manor 2021-2022 Class Members

Lluvia Almaraz  
Anthony Butler  
Brandon Drayden  
Neal Edwards  
Bobby Orr  
Gloria Rock  
Sonia Wallace



# Manor Mobile Visitor Center

## Topics of Discussion

- What is a Mobile Visitor Center?
  - Clarifying the differences between a mobile and traditional visitor center
- Why a Mobile Visitor Center & who is it for?
  - Reasons Manor should invest in a Mobile Visitor Center
- How Much Would a Mobile Visitor Center cost?
  - Estimated cost based on initial research and quotations from local vendors

# What is a Mobile Visitor Center?

Clarifying the differences between a mobile and traditional visitor center

## What is a Visitor Center?

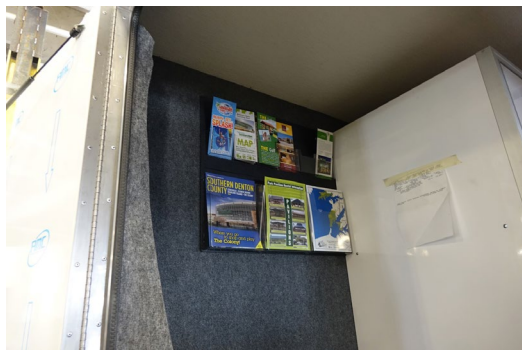
- It provides information about a place, acting as the entry point, and sometimes offering in-depth educational exhibits and artifact displays (for example, about natural or cultural history). The visitor center is often where places to see on a trip are coordinated.



## What is a MOBILE Visitor Center?

- It incorporates all the aspects of a classic visitor center, while being on wheels; allowing for new ways to reach people. It can be moved to different locations and events to proactively meet residents and potential tourists where they are.





The Colony, Texas - Mobile Information Center





Port Aransas, Texas



East Bay Regional Park District, California



Kent County, Delaware



Norfolk, Virginia



Long Island, New York



Galveston Island, Texas

Other Mobile Visitor Centers Across the Nation

# Why a Mobile Visitor Center for the City of Manor & Who is it for?

Reasons Manor should invest in a Mobile Visitor Center

## City of Manor

- More effectively market the city's attractions and hotels at festivals, conferences, trade functions, and similar events around the region ("Heads in Beds")

## Local Businesses

- Increase the visibility of the City of Manor & its businesses to tourists and residents
- Possible sponsorship & marketing opportunities

## Current Residents

- Raise community awareness of the City of Manor & activities the city is involved

## Tourists & Potential Residents

- Serves as a mobile contact station at outreach and community engagement events

(video)

# Who will be responsible for the Manor Mobile Visitor Center?

Management of Mobile Visitor Center and Volunteers

## City of Manor

The Mobile Visitor Center will be under the management of the Community Development Services Department.

Debbie Charbonneau, Heritage and Tourism Manager

## Volunteer Opportunities

Senior Community  
High School students (Seniors)  
Sponsors  
Community Residents  
Local Businesses

# How Much will a Mobile Visitor Center cost?

## Estimated Cost

\*Based on independent vehicle research and estimated provided by ATX Food Truck Builder

\* Other vendors will be considered

### Vehicle

- \$45,000-\$65,000

### Build Out with Labor

- Includes Concession Style Window, Built-In Cabinets, Flip-Up Exterior Shelving for Brochures/Information  
- \$40,000-\$50,000

### Vehicle Wrap

- \$5,000

### TV & Audio Package

- \$4,000-\$6,000

### Custom Retractable Awning

- \$4,000-\$6,000

### Marketing Tools

- \$15,000 (charging station, banners, advertisement, etc.)

**Estimated Total Cost: ~\$150,000**