



**CITY COUNCIL
REGULAR SESSION MINUTES
JANUARY 05, 2022**

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
Debbie Charbonneau, Heritage and Tourism Manager
Barbara Boulware-Wells, 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 7:03 p.m. on Wednesday, January 5, 2022, 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 Wallace led the Pledge of Allegiance.

PUBLIC COMMENTS

Vicki McFarland with Manor Chamber of Commerce, Manor, Texas thanked the city for allowing the Chambers to participate in the Holiday in Park event at Timmermann Park and thanked Debbie Charbonneau, Heritage and Tourism Manager for her assistance and for coordinating the event.

William Willner, 202 Wheeler Street, Manor, Texas spoke in regard to public safety. He discussed his current complaints with Manor Police Department. He provided a flash drive and copies of the complaint to City Secretary to distribute to City Council.

No one else appeared at this time.

REPORTS

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

A. Sesquicentennial 2022 Event Calendar

Heritage and Tourism Manager Charbonneau discussed the attached 2022 Event Calendar.

B. 2050 Comprehensive Plan

Chance Sparks with Freese Nichols, Inc gave an update on the number of surveys they have conducted regarding the comprehensive plan. He discussed the efforts they've done to reach out to the community. He provided the attached brochure that has been used to promote the survey.

PUBLIC HEARINGS

- 1. Conduct a public hearing on an ordinance annexing of 3.398 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.**

Submitted by: Scott Dunlop, Interim City Manager

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

Mayor Harvey opened the public hearing.

Interim City Manager Dunlop discussed the proposed annexation of 3.398 acres of land.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Weir, to close the Public Hearing.

There was no further discussion.

Motion to close carried 6-0

2. **Conduct a public hearing on an ordinance annexing of 134.529 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.**

Submitted by: Scott Dunlop, Interim City Manager

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

Mayor Harvey opened the public hearing.

Interim City Manager Dunlop discussed the proposed annexation of 134.529 acres of land.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Weir, to close the Public Hearing.

There was no further discussion.

Motion to close carried 6-0

CONSENT AGENDA

3. **Consideration, discussion, and possible action to approve the City Council Minutes.**

Submitted by: Lluvia T. Almaraz, City Secretary

- **December 15, 2021, City Council Regular Meeting; and**
- **December 29, 2021, City Council Called Special Session**

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

There was no further discussion.

Motion to approve carried 6-0

REGULAR AGENDA

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

Applicant: Kimley-Horn and Associates, Inc.

Owner: Dwyer Realty

Submitted by: Scott Dunlop, Interim City Manager

The city staff recommended that the City Council postpone this item to the January 19, 2022 regular council meeting per the application.

Jonathan Sosebee with Kimley-Horn and Associates, Inc. Austin, Texas submitted a speaker card; however, he did not wish to speak but was available to answer any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Moreno, to postpone this item to the January 19, 2022, City Council regular meeting.

There was no further discussion.

Motion to approve carried 6-0

5. **First Reading: Consideration, discussion, and possible action on an ordinance annexing 134.529 acres of land, more or less, located in Travis County, Texas at the request of the property owners, approving an agreement for the provision of services for the annexed area and providing for other related matters.**

Submitted by: Scott Dunlop, Interim City Manager

The city staff recommended that the City Council approve the first reading of an ordinance annexing 134.529 acres of land, more or less, located in Travis County, Texas at the request of the property owners, approving an agreement for the provision of services for the annexed area and providing for other related matters.

Interim City Manager Dunlop discussed the annexation process.

Ordinance: An Ordinance of The City of Manor, Texas Annexing 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 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.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to approve the first reading of an ordinance annexing 134.529 acres of land, more or less, located in Travis County, Texas at the request of the property owners, approving an agreement for the provision of services for the annexed area and providing for other related matters.

There was no further discussion.

Motion to approve carried 6-0

6. **First Reading: Consideration, discussion, and possible action on an ordinance annexing 3.398 acres of land, more or less, located in Travis County, Texas at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.**

Submitted by: Scott Dunlop, Interim City Manager

The city staff recommended that the City Council approve the first reading of an ordinance annexing 3.398 acres of land, more or less, located in Travis County, 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.

Interim City Manager Dunlop discussed the proposed annexation of 3.398 acres of land.

Ordinance: An Ordinance of the City of Manor, Texas Annexing 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 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.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Amezcua, to approve the first reading of an ordinance annexing 3.398 acres of land, more or less, located in Travis County, 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.

There was no further discussion.

Motion to postpone carried 6-0

7. **Consideration, discussion, and possible action on canceling the February 16, 2022, Regular City Council Meeting and setting a Called Special Session. (Requested by Mayor Harvey)**

The city staff recommended that the City Council cancel the February 16, 2022, Regular City Council meeting and set a Called Special Session.

Mayor Harvey stated he was attending an Economic Development conference the week of February 16th and requested for the regular council meeting to be changed.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir, to cancel the February 16, 2022, Regular City Council meeting and set a Called Special Session on February 23, 2022, at 7:00 p.m.

There was no further discussion.

Motion to approve carried 6-0

8. Consideration, discussion, and possible action on canceling the March 2, 2022, Regular City Council Meeting and setting a Called Special Session.

The city staff recommended that the City Council cancel the March 2, 2022, Regular City Council Meeting and set a Called Special Session due to the Texas Independence Day Holiday and city offices would be closed.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Amezcua, to approve cancel the March 2, 2022, Regular City Council meeting and set a Called Special Session on March 1, 2022, at 7:00 p.m.

There was no further discussion.

Motion to approve carried 6-0

9. Consideration, discussion, and possible action on a resolution to conduct a public hearing to consider amendment of Water and Wastewater Community Impact Fees as recommended by the Advisory Committee.

The city staff recommended that the City Council approve Resolution No. 2021-30 to conduct a public hearing on February 23, 2022, to consider amendment of Water and Wastewater Community Impact Fees as recommended by the Advisory Committee.

Interim City Manager Dunlop discussed the duties of the Advisory Committee and stated that the members of P&Z Commission and Barth Timmermann, Development Representative served on the Advisory Committee.

Resolution: A Resolution of the City of Manor, Texas Setting a Public Hearing to be Held at 7:00 P.M. on Wednesday, February 23, 2022, at Manor City Hall, 105 E. Eggleston Street, Manor, Texas 78653 to Consider Amendment of water and Wastewater Community Impact Fees.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Wallace to approve Resolution No. 2021-30 to conduct a public hearing on February 23rd to consider amendment of Water and Wastewater Community Impact Fees as recommended by the Advisory Committee.

There was no further discussion.

Motion to approve carried 6-0

10. Consideration, discussion, and possible action on the reappointment of Planning and Zoning Commissioner Prince J. Chavis, Place 4 and Commissioner Cecil Meyer, Place 6 for a two-year term.

The city staff recommended that the City Council reappoint Planning and Zoning Commissioner, Prince J. Chavis, Place 4 and Commissioner Cecil Meyer, Place 6 for a two-year term.

MOTION: Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Moreno to approve and reappoint Planning and Zoning Commissioner, Prince J. Chavis, Place 4 and Commissioner Cecil Meyer, Place 6 for a two-year term.

There was no further discussion.

Motion to approve carried 6-0

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 7: 51 p.m. on Wednesday, January 5, 2022, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The Manor City Council convene into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in - *Section 551.071, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct (Consultation with Attorney) to consult with legal counsel regarding the Interlocal Agreement for Allocation of Sales Tax Revenue for the Development of Infrastructure by the City of Manor and Travis County Emergency Services District No. 12* at 7:51 p.m. on Wednesday, January 5, 2022.

The Executive Session was adjourned at 9:12 p.m. on Wednesday, January 5, 2022.

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 9:12 p.m. on Wednesday, January 5, 2022

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

There was no action taken.

At the request of Mayor Harvey, regular agenda item no. 9 was reconsidered for an amendment to the motion to correct Resolution No.

9. **Consideration, discussion, and possible action on a resolution to conduct a public hearing to consider amendment of Water and Wastewater Community Impact Fees as recommended by the Advisory Committee.**

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Moreno to amend first motion and change Resolution No. to 2022-01.

There was no further discussion.

Motion to approve carried 6-0

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 9:14 p.m. on Wednesday, January 5, 2022.

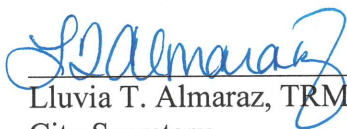
These minutes approved by the Manor City Council on the 19th day of January 2022. *(Audio recording archived)*

APPROVED:



Dr. Christopher Harvey
Mayor

ATTEST:



Lluvia T. Almaraz, TRMC
City Secretary



JANUARY 2022 – Special Edition Articles to Begin & Kick-Off

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|---|---------|-----------|----------|--|----------|
| 26 | 27 | 28 | 29 | 30 | 31 New Year's Eve Kick-off – Downtown – 7pm – Midnight | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 Sesquicentennial Showcase – City Hall – 6:00pm – 8:00pm – City Staff | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | 1 | 2 | 3 | 4 | 5 |

FEBRUARY 2022 – MISD Elementary Focus

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--|---------|-----------|----------|--------|----------|
| 30 | 31 Students will publish Writings from the theme, "What I Love About Manor" | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 1 | 2 | 3 | 4 | 5 |

MARCH 2022 – Chamber of Commerce Focus – Vicki

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---------|-----------|----------|--------|----------|
| 27 All previous Chamber of Commerce Citizens of the Year Recognized | 28 Idea would be to do a luncheon for recognition and write an article | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | 1 | 2 |

APRIL 2022 – Volunteer Organizations Recognition - Lions

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|---|--------|----------|
| 27 | 28 | 29 | 30 | 31 Celebration recognizing Manor's Volunteer Organizations and/or people | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 Golf Tournament | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

MAY 2022 – Community Family Event – ManorPalooza

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|-------------------|-------------------|
| 1 | 2 | 3 | 4 | 5 | 6 ManorPalooza | 7 ManorPalooza |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | 1 | 2 | 3 | 4 |

JUNE 2022 – Business Focus – Economic Development

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---|--|----------|--------|----------|
| 29 | 30 | 31 Special Edition Article Recognizing Manor's Oldest Business | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 Newspaper Teaser Photo Contest | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 1 | 2 |

JULY 2022 – Photo Contest – Community Development

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|------------------------------|---------|-----------|----------|-----------------|----------|
| 26 | 27 | 28 | 29 | 30 | 1 Kick - Off | 2 |
| 3 4 th of July Ages 9 - 12 | 4 4 th of July | 5 | 6 | 7 | 8 | 9 |
| 10 Summer Vacations Ages 13 - 15 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 Summertime Food Ages 16 - 18 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 Summertime Fun All Ages | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |

AUGUST 2022 – Telephone Spools Project – Debbie & Anne

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|----------|
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | 1 | 2 | 3 |

SEPTEMBER 2022 – City Wide Clean Up - KMB

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|-------------------------|---|----------|--------|----------|
| 28 | 29 | 30 City Wide Cleanup | 31 This event will be hosted by Keep Manor Beautiful | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 1 |

OCTOBER 2022 – Manor Night Out – Police Department

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|-----------------------|
| 25 | 26 | 27 | 28 | 29 | 30 | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 Manor Night Out |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | 1 | 2 | 3 | 4 | 5 |

NOVEMBER 2022 – Holiday Season Begins & “Shop Small”

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|---|---|-----------|----------|--------|----------|
| 30 | 31 Have businesses decorate their store fronts in a selected holiday theme | 1 Shop Small Shop Local Kick-Off at The Studios | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 1 | 2 | 3 |

DECEMBER 2022 – Christmas in the Park & Gala

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|---|
| 27 | 28 | 29 | 30 | 1 | 2 | 3 Holidays in the Park – Timmerman Park 12:00pm – 6:00pm |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 Gala – 7:00pm – 11:00pm |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 The End! |



COMMUNITY SURVEY #2

WE WANT TO HEAR FROM YOU!

The City of Manor is embarking on a Comprehensive Plan for the first time. The Comprehensive Plan sets a vision for growth for the next 20 to 30 years, and identifies both short-term and long-term strategies to achieve the vision. This survey seeks to confirm direction on the vision based on what we've heard so far, information about how you experience your neighborhood, and perspectives on your experience & desires for the parks, recreation and trails system.

You are invited to give your input by taking the **online survey** at <https://tinyurl.com/4ypsz57>.

SCAN THE QR
OR
FOLLOW THE LINK



VISIT WWW.MANOR2050.COM



ENCUESTA COMUNITARIA #2

¡QUEREMOS ESCUCHAR DE TI!

La ciudad de Manor se está embarcando en un plan comprensivo por primera vez. El Plan Comprensivo establece una visión de crecimiento para los próximos 20 a 30 años e identifica estrategias tanto a corto como a largo plazo para lograr la visión. Esta encuesta busca confirmar la dirección de la visión basada en lo que hemos escuchado hasta ahora, información sobre su vecindario y perspectivas sobre su experiencia y deseos para el sistema de parques, recreación y senderos.

Esta invitado dar su opinión en la encuesta en línea, visite <https://tinyurl.com/drby23kv>.

ESCANEA EL CÓDIGO QR

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VISITE LA PÁGINA EN LÍNEA



VISIT WWW.MANOR2050.COM