

# Manor City Council Monthly Report

Name: Mareia Amezcua Place/Position Place 3

Start Date: December 1st, 2023 End Date: December 31st, 2023

Tier	Mayor	City Council	Meeting Criteria and Compensation Guidelines
I	\$875	\$625	Regular Scheduled City Council Meetings (1st & 3rd Wednesday), Special Called Council Meetings/Workshops, Public Finance Corporation (PFC), Tax Increment Reinvestment Zone (TIRZ), Public Improvement District (PID), and other authorized public meetings (joint meetings with MISD and other state and local government agencies)

12/06/2023- Regular Scheduled City Council Meeting

12/18/2023- City Council Special Called Meeting

12/20/2023-Regular Scheduled City Council Meeting

**CITY OF MANOR**  
EST. 1872 TEXAS  
**City Council**

To view archived agendas and minutes, please click here.

All Meetings	Board of Adjustments (BOA)	Charter Review Commission	City Council	Community Impact Fee (CIF) Advisory Committee	Comprehensive Plan Advisory Committee (CPAC)
Ethics Commission	Planning & Zoning (PAZ) Commission	Tax Increment Reinvestment Zone (TIRZ) 1 Board	Manor Housing Public Facility Corporation		

Meeting	Date	Time	Agenda	HTML Agenda	Packet	HTML Packet	Minutes	Video/Audio
City Council Regular Meeting	12/20/2023	7:00 PM	<a href="#">[Agenda]</a>	<a href="#">[HTML Agenda]</a>	<a href="#">[Packet]</a>	<a href="#">[HTML Packet]</a>		
Notice of Potential Quorum	12/19/2023	6:00 PM	<a href="#">[Agenda]</a>	<a href="#">[HTML Agenda]</a>		<a href="#">[HTML Packet]</a>		<a href="#">[Video/Audio]</a>
City Council Called Special Session	12/18/2023	6:00 PM	<a href="#">[Agenda]</a>	<a href="#">[HTML Agenda]</a>	<a href="#">[Packet]</a>	<a href="#">[HTML Packet]</a>		<a href="#">[Video/Audio]</a>
Notice of Potential Quorum	12/14/2023	6:00 PM	<a href="#">[Agenda]</a>	<a href="#">[HTML Agenda]</a>		<a href="#">[HTML Packet]</a>		
City Council Regular Meeting	12/6/2023	7:00 PM	<a href="#">[Agenda]</a>	<a href="#">[HTML Agenda]</a>	<a href="#">[Packet]</a>	<a href="#">[HTML Packet]</a>		<a href="#">[Video/Audio]</a>

Tier	Mayor	City Council	Meeting Criteria and Compensation Guidelines
II	\$875	\$625	Committee Meetings - Serve on at least two (2) committees, Chair at least one (1) committee, Host a minimum of 6 meetings per year, and provide meeting notes/reports to the City Council (Quarterly)
			*Request budget funding as necessary

## Committee Commitments

Committee Name	Description	Meeting Schedule
Budget Committee *	Provide information on current budget status	Monthly or as needed 12/29/2023
Capital Improvements Committee		Pending invite from Chair
TIRZ		Pending invite from Chair



Maria Amezcua, Chairperson  
Deja Hill, Council Member

### Budget Committee

Friday December 29, 2023 at 10:15 AM

Manor City Hall, Council Chambers, 105 E. Eggleston St.

### AGENDA

Via Telephone/Video Conference

(Teams Meeting)

THIS COMMITTEE MEETING WILL BE FOR REVIEW AND DISCUSSION ONLY; NO ACTION WILL BE TAKEN

### CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

- Update on the FY 2023-24 Annual Budget Expenditures To Date
- Discussion of Solid Waste Services Current Agreement (Expires December 2024)
- Discussion of Future Grant Consideration
- Discussion of Existing Grant Submittals and Next Steps

ADJOURNMENT

Tier	Mayor	City Council	Meeting Criteria and Compensation Guidelines
III	\$875	\$625	Schedule/attend meetings Travis County Commissioner Precinct No. 1/County Judge, State Representatives, U.S. Congressman, Host two (2) Community Meetings, and Attend/Engage H.O.A. at least one (1) event
			*Participate/Speak at TML Annual Conference, Policy Summit, or other large TML event, and earn at least 8-16 TML credit hours

## Government & Community Engagement

Individual/Group	Purpose	Frequency																								
HOA: Presidential Glen HOA	<p>Board- Selecting an insurance provider and discuss HOA needs</p> <p>Dear Board,</p> <p>The insurance renewal is coming up for the association, please see attached and below annual comparison.</p> <table border="1"> <thead> <tr> <th>Umbrella Carrier</th> <th>Federal Insurance Company</th> <th>Federal Insurance Company</th> <th>Federal Insurance Company</th> </tr> </thead> <tbody> <tr> <td>Limit</td> <td>\$10,000,000</td> <td>\$10,000,000</td> <td>\$10,000,000</td> </tr> <tr> <td>Retention</td> <td>\$0</td> <td>\$0</td> <td>\$0</td> </tr> <tr> <td>Extend Over D&amp;O Coverage</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Umbrella Premium</td> <td>\$14,800.00</td> <td>\$15,525.00</td> <td>\$15,525.00</td> </tr> <tr> <td>Annual Premium</td> <td>\$28,156.00</td> <td>\$37,274.00</td> <td>\$36,299.00</td> </tr> </tbody> </table> <p>Please note that for FY 24, we had budgeted \$30k. Insurance will be increased for FY25. The PDF attached provides a comparison of all the coverages. Please note the wind and hail deductible (1% vs \$1k deductible) is one of the driving factors on the overall premium. I would recommend the Board to consider option 1 as it provides overall a better deductible should a wind and hail event take place.</p> <p>Please advise which option the Board would like to move forward and vote accordingly.</p> <p>Thank you,</p> <p>On Mon, Dec 11, 2023 at 2:41 PM Jeremy Community Policy Holders &lt;jeremy@communitypolicyholders.com&gt; wrote:</p> <p>All,</p> <p>We just received the incumbent carrier's renewal quote for this community. The other two quotes were alternatives. This one is cheaper with the lower deductibles. I am sorry for the delay, but we were waiting on the carrier to provide this quote.</p> <p>Premiums are going up in the state of Texas across the board. As you can see from the 3 different carriers the pricing is all about the same. The deductibles for master and single-family communities have not gone up the same way that condo deductibles have but we are seeing large rate increases.</p> <p>If you have any questions please let me know.</p> <p>Thank you,</p> <p><b>JEREMY DAY</b> Sales Executive</p> <p>COMMUNITY POLICYHOLDERS C: 214-756-7938</p> <p>Info: <a href="mailto:info@communitypolicyholders.com">info@communitypolicyholders.com</a> <a href="#">Quote Request Form</a></p> <p>To bind or alter coverage please contact our office during business hours. Coverage cannot be bound or altered through email or voicecall. It must be confirmed by a licensed agent during regular business hours.</p>	Umbrella Carrier	Federal Insurance Company	Federal Insurance Company	Federal Insurance Company	Limit	\$10,000,000	\$10,000,000	\$10,000,000	Retention	\$0	\$0	\$0	Extend Over D&O Coverage	Yes	Yes	Yes	Umbrella Premium	\$14,800.00	\$15,525.00	\$15,525.00	Annual Premium	\$28,156.00	\$37,274.00	\$36,299.00	<p>As Needed</p> <p>12/12/2023</p> <p>12/15/2023</p>
Umbrella Carrier	Federal Insurance Company	Federal Insurance Company	Federal Insurance Company																							
Limit	\$10,000,000	\$10,000,000	\$10,000,000																							
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Umbrella Premium	\$14,800.00	\$15,525.00	\$15,525.00																							
Annual Premium	\$28,156.00	\$37,274.00	\$36,299.00																							
County: Travis County Commissioners Court	Informational (Attended Virtually)	12/12/2023																								

RECEIVED  
By OgunroL at 3:32 pm, Dec 08, 2023

ARTICLE CONTAINING HISTORY OR NOTICE  
I hereby certify that this notice is the true and correct copy of notice  
of hearing as required by law on the issue and date specified herein  
and that I posted a true and correct copy of this notice above correctly.



Travis County, Texas  
Clerk of County Court  
Deborah L. Quinn  
12/08/2023



# TRAVIS COUNTY COMMISSIONERS COURT

Travis County  
Administration Building  
Commissioners Courtroom  
700 Lavaca Street  
Austin, TX 78701

Andy Brown  
County Judge

Jeffrey W. Travillion, Sr.  
Commissioner  
Precinct 1

Brigid Shea  
Commissioner  
Precinct 2

Ann Howard  
Commissioner  
Precinct 3

Margaret J. Gómez  
Commissioner  
Precinct 4

## AGENDA VOTING SESSION - TUESDAY, DECEMBER 12, 2023 • 9:00 AM

This meeting may include one or more members of the Commissioners Court that will participate by videoconference. The presiding officer and a quorum of the Court will be physically present and it is their intent to preside over the meeting at the Travis County Administration Building, Commissioners Courtroom, 700 Lavaca Street, Austin, Texas 78701. The meeting shall be open to the public during the open portions of the meeting, and the member participating by videoconference shall be visible and audible to the public for as long as the member participates while speaking.

Members of the public may give comment before the Commissioners Court on any item listed on this agenda during the time the item is taken up by appearing in person or by calling (800) 304-1055.

During Public Communication, members of the public may communicate to the Court about County issues not on the agenda. Members of the public can appear in person or by calling (800) 304-1055 for Public Communication.

During Public Communication, County Announcements, or any other subject not specifically notified on this agenda, the Court cannot deliberate. Court members may interact only by providing factual information or recite existing policy in response to an inquiry. Discussion about the subject of the inquiry must be restricted to proposing the subject be placed on a future meeting's agenda.

The public may also view this meeting while in progress online at either of the following:  
<https://traviscountytexas.gov/ictv/watch>  
<https://traviscountytexas.gov/ictv/watch/home.aspx>

An electronic copy of the agenda and agenda packet can be found at:  
<https://traviscountytexas.gov/ictv/watch/home.aspx>

For press inquiries, please email [PIO@traviscountytexas.gov](mailto:PIO@traviscountytexas.gov) or call (512) 854-4740.

### CALL TO ORDER

### PUBLIC COMMUNICATION

### COUNTY ANNOUNCEMENTS

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## TRAVIS COUNTY COMMISSIONERS COURT VOTING SESSION TUESDAY, DECEMBER 12, 2023

### AUDITOR

1. Approve payment of claims by the County Treasurer. (Judge Brown)

### EMERGENCY SERVICES

2. Consider and take appropriate action regarding the following:
  - A. Outdoor burning in the unincorporated areas of Travis County.
  - B. County response to natural disaster or other emergency (Judge Brown)
3. Consider and take appropriate action on the reappointment of the following individuals to the Emergency Services District (ESD) #4 Board of Commissioners to be effective on January 1, 2024 through December 31, 2025
  - A. Peter Torgirson (Precinct Two)
  - B. Chuck Alexander (Precinct Two)
  - C. Eric Opiela (Precinct Three) (Commissioners Shea & Howard)
4. Consider and take appropriate action on the appointment of Travis Lundgren to the Board of Commissioners of Emergency Services District (ESD) No. 13 for the term December 2023 through December 31, 2025. (Commissioner Travillion)

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5. Consider and take appropriate action on the reappointment of the following individuals to the Emergency Services Districts (ESDs) Board of Commissioners #s 3, 5, 7, 8, 9, 10, and 16 to be effective on January 1, 2024 through December 31, 2025
  - A. J. Edd New (reappointment) ESD 3
  - B. Carroll Knight (reappointment) ESD 3
  - C. Matt Escobedo (reappointment) ESD 3
  - D. Tom Quirk (reappointment) ESD 5
  - E. Dennis Wright (reappointment) ESD 5
  - F. Mary Cameron (reappointment) ESD 7
  - G. Mark Evert (reappointment) ESD 7
  - H. Naomi Giroux (reappointment) ESD 7
  - I. Becky Wynn (reappointment) ESD 8 & 16
  - J. Virgil Flathouse (reappointment) ESD 9
  - K. Dr. Steve Wilson (reappointment) ESD 9
  - L. Ken Campbell (reappointment) ESD 10  
(Commissioner Howard)
6. Consider and take appropriate action on the reappointment of the following individuals to the Emergency Services Districts (ESDs) Board of Commissioners #s 1, 6, 14 to be effective on January 1, 2024 through December 31, 2025
  - A. Mary Cameron (reappointment) ESD 1
  - B. Naomi Giroux (reappointment) ESD 1
  - C. Mark Evert (reappointment) ESD 1
  - D. Larry Sartin (reappointment) ESD 6
  - E. Matt Womack (reappointment) ESD 6
  - F. Lonnie Moore (reappointment) ESD 14
  - G. Roger Shull (reappointment) ESD 14
  - H. Lizza Harrison, (reappointment) ESD 14  
(Commissioners Shea & Howard)

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**HEALTH & HUMAN SERVICES**

7. Consider and take appropriate action to approve the final version of the Program Year 2022 Consolidated Annual Performance Evaluation Report (PY22 CAPER) for the Travis County CDBG Program and authorize submission to HUD. The final version of the PY22 CAPER includes public comments, responses, and final edits. (Judge Brown & Commissioner Gómez)

**INTERGOVERNMENTAL RELATIONS**

8. Consider and take appropriate action on the reappointment of Vivek Kulkarni to the Travis Central Appraisal District Board of Directors to a term that will expire December 31, 2024. (Judge Brown)

**JUSTICE & PUBLIC SAFETY**

9. Receive briefing and update from the Austin/Travis County Sexual Assault Response and Resource Team, as required by SB476 passed in Texas 87th legislative session. (Judge Brown)

**PLANNING & BUDGET**

10. Authorize the County Treasurer to invest County funds. (Judge Brown)
11. Consider and take appropriate action on budget amendments, transfers, and discussion items. (Commissioner Gómez)
12. Consider and take appropriate action on the following grant programs, applications, contracts and related special budgets, and permissions to continue:
  - A. Annual application to the Texas Department of Transportation for \$333,307, which includes a \$150,185 grant award, \$50,716 in a County match, and \$132,406 in an in-kind contribution, to continue the Underage Drinking Prevention Program in the County Attorney's Office
  - B. Contract amendment to the Comprehensive Energy Assistance Program (CEAP) grant with the Texas Department of Housing and Community Affairs in HHS to shift funds between grant categories  
(Commissioner Gómez)
13. Consider and take appropriate action on amendment to Interlocal Agreement with Central Health. (Judge Brown)

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**PURCHASING**

14. Receive bids from County Purchasing Agent. (Commissioner Travillion)
15. Approve contract award for Kennedy Ridge Wastewater Improvements, IFB No. 2304-001-PH, in the amount of \$1,023,059.55, to the sole bidder, Austin Underground, Inc. (Transportation & Natural Resources) (Commissioner Travillion)
16. Approve contract award for Balcones Canyonland Preserve Road Maintenance, CSP 2306-005-PH, in the amount of \$4,104,751.00, to the sole proposer, Sundt Construction. (Transportation & Natural Resources) (Commissioner Travillion)
17. Approve ratification of Modification No. 1 to Contract No. 4400006700 with Communities for Recovery, in the amount of \$350,000.00, for overdose prevention services. (Health & Human Services) (Commissioner Travillion)
18. Approve ratification of Modification No. 2 to Contract No. 4400006260 with Aeschbach & Associates, Inc., dba Addiction and Psychotherapy Services, in the amount of \$150,000.00, for methadone treatment services. (Health & Human Services) (Commissioner Travillion)
19. Approve ratification of Modification No. 2 to Contract No. 4400006261 with Community Medical Services, in the amount of \$150,000.00, for methadone treatment services. (Health & Human Services) (Commissioner Travillion)
20. Reject all responses received for RFP No. 2306-006-LC, Supplier Verification Solution. (Auditor's Office) (Commissioner Travillion)
21. Approve Contract Award for Professional Architecture Services for the Historic Heman Marion Sweat Courthouse, RFG 2209-005-TL, in the amount of \$99,800.00, to the most highly qualified respondent, Limbacher & Godfrey, Inc. (Planning and Budget) (Commissioner Travillion)

**TECHNOLOGY & OPERATIONS**

22. Consider and take appropriate action on the following Personnel Amendments:
  - A. Routine Personnel Actions
  - B. Non-Routine Personnel Actions (Commissioners Travillion & Gómez)

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23. Consider and take appropriate action regarding the license agreement between Travis County and the City of Austin for the alley space located behind the Probate Courts at 200 W. 8<sup>th</sup> Street, Austin, Texas, 78701. (Commissioner Howard)

**TRANSPORTATION & NATURAL RESOURCES**

24. Consider and take appropriate action on canceling the 2011 Bond Project, Wildhorse Connector – Farmer Ext. to FM 973, located in Precinct One. (Commissioner Travillion)
25. Consider and take appropriate action regarding an amendment to extend a License Agreement to allow Waterloo Outdoors, LLC, to continue operation until December 31, 2023 for kayak and paddle board concession rentals at Arkasas Bend Park. (Commissioner Shea)
26. Consider and take appropriate action on the following requests regarding the acceptance of the dedication of public streets and drainage facilities within Shadowglen Phase 2 subdivisions in Precinct One:
  - A. Acceptance of dedication of the public street and drainage facilities within the Shadowglen Phase 2 Misty Grove Boulevard and Silent Falls Way final plat.
  - B. License Agreement between ShadowGlen Residential Property Owner's Association and Travis County for planting and improvements within the public right of way of Misty Grove Boulevard and Silent Falls Way.
  - C. Acceptance of dedication of the public street and drainage facilities within the Shadowglen Phase 2 Sections 25-26 final plat.
  - D. Acceptance of dedication of the public street and drainage facilities in the Shadowglen Phase 2 27A-27B final plat.
  - E. Acceptance of dedication of the public street and drainage facilities in the Shadowglen Phase 2 Section 28 final plat (Commissioner Travillion)
27. Consider and take appropriate action regarding a request to approve a Resolution for an Advance Funding Agreement (AFA) with TxDOT for the Dee Gabriel Collins Road project. (Commissioner Gómez)
28. Consider and take appropriate action to approve the second amendment to an Interlocal Agreement (ILA) between Travis County and the University of Texas at Austin. (Commissioners Shea & Howard)

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	<p style="text-align: center;">TRAVIS COUNTY COMMISSIONERS COURT VOTING SESSION TUESDAY, DECEMBER 12, 2023</p> <p>29. Consider and take appropriate action on appointments to the 2023 Bond Substandard Roads Task Force. (Judge Brown)</p> <p style="text-align: center;"><b>OTHER</b></p> <p>30. Consider and take appropriate action on a Memorandum of Understanding between Travis County, The SAFE Alliance, Asian Family Support Services of Austin, and Austin Police Department for the District Attorney's Office. (Judge Brown)</p> <p>31. Consider and approve request to join as a signatory in proposed joint cities and counties amicus brief in <i>Texas v. United States</i>, Case No. No. 23-40653 in the U.S. Court of Appeals for the Fifth Circuit and delegate signature authority to Travis County Attorney Delia Garza. (This item may be taken into Executive Session, pursuant to Tex.Gov't Code § 551.071) (Judge Brown)</p> <p>32. Consider and take appropriate action regarding the proposed 2024 Commissioners Court Calendar. (Judge Brown)</p> <p style="text-align: center;"><b>EXECUTIVE SESSION</b></p> <p>Note 1 Texas Government Code § 551.071, Consultation with Attorney  Note 2 Texas Government Code § 551.072, Real Property  Note 3 Texas Government Code § 551.074, Personnel Matters  Note 4 Texas Government Code § 551.076, Security  Note 5 Texas Government Code § 551.087, Economic Development Negotiations  Note 6 Texas Government Code § 551.089, IT Security  Note 7 Texas Government Code § 551.0745, Personnel Matters Affecting County Advisory Board</p> <div style="border: 1px solid black; padding: 2px; font-size: small;"> <p>The Commissioners Court will consider the following items in Executive Session. The Court may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Court announces that the item will be considered during Executive Session.</p> </div> <p>33. Receive briefing and take appropriate action regarding Travis County information security issues.<sup>1 &amp; 6</sup> (Commissioners Travillion &amp; Howard)</p> <p>34. Receive legal briefing from County Attorney, and authorize County Attorney and/or Risk Manager to accept, reject, or counter settlement offer, and/or take appropriate action in claim submitted by Seonju Jo related to a motor vehicle accident involving Travis County vehicle.<sup>1</sup> (Judge Brown)</p> <p style="text-align: right;">Page 7 of 8</p> <p style="text-align: center;">TRAVIS COUNTY COMMISSIONERS COURT VOTING SESSION TUESDAY, DECEMBER 12, 2023</p> <p>35. Consider and take appropriate action regarding the potential acquisition of approximately 1,600 acres of park land west of the City of Bee Cave, Texas and south of Hwy 71 west, in Precinct Three.<sup>1 &amp; 2</sup> (Commissioner Howard)</p> <p>36. Consider and take appropriate action regarding the request to partially release restrictive covenant on 10321 and 10401 Burnet Road, Austin, Travis County, Texas, 78757.<sup>1 &amp; 2</sup> (Commissioner Shea)</p> <p>37. Receive briefing from outside counsel and take appropriate action regarding groundwater and land use issues.<sup>1</sup> (Commissioners Shea &amp; Howard)</p> <p style="text-align: center;"><b>ADJOURN</b></p> <p style="text-align: center;"><b>TRAVIS COUNTY HOUSING FINANCE CORPORATION VOTING SESSION • TUESDAY, DECEMBER 12, 2023 • UPON ADJOURNMENT OR RECESS OF COMMISSIONERS COURT VOTING SESSION</b></p> <p>1. Consider and take appropriate action to approve resolutions authorizing participation in the Cantarra Apartments development as ground lessor, and other related matters. (Commissioner Gómez)</p> <p style="text-align: center;"><b>ADJOURN</b></p> <p style="text-align: center;"><b>TCC HILL COUNTRY DEVELOPMENT CORPORATION VOTING SESSION • TUESDAY, DECEMBER 12, 2023 • UPON ADJOURNMENT OR RECESS OF COMMISSIONERS COURT VOTING SESSION</b></p> <p>1. Consider and take appropriate action to approve resolutions authorizing participation in various capacities in the ownership, financing, development and operation of the Cantarra Apartments, and other related matters. (Commissioner Gómez)</p> <p style="text-align: center;"><b>ADJOURN</b></p> <p style="text-align: right;">Page 8 of 8</p>	
Other: Planning and Zoning	Informational/Attend swearing in of Alternates	Monthly 12/13/2023



Lakesha Small, Chair, Place 7  
 Felix Paiz, Vice-Chair, Place 4  
 Julie Leonard, Place 1  
 Prince John Charvis, Place 2  
 Cressandra Handeman, Place 3  
 Celestine Sermo, Place 5  
 Cecil Meyer, Place 6  
 Gabriel Nila, Alternate No. 1  
 Gabrielle Orion, Alternate No. 2

**Planning & Zoning Commission Regular Meeting**

Wednesday, December 13, 2023, at 6:30 PM

Manor City Hall, Council Chambers, 105 E. Eggleston St.

**AGENDA**

This meeting will be live streamed on Manor's YouTube Channel  
 You can access the meeting at <https://www.youtube.com/c/cityofmanortexas>

**CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

**PUBLIC COMMENTS**

*Non-Agenda Item Public Comments (white card): Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person.*

*Agenda Item Public Comments (yellow card): Comments will be taken from the audience on non-agenda and agenda items combined for a length of time, not to exceed five (5) minutes total per person on all items, except for Public Hearings. Comments on Public Hearing items must be made when the item comes before the Board/Commission/Committee and, not to exceed two (2) minutes per person. No Action or Discussion May be Taken by the Board/Commission/Committee during Public Comments on Non-Agenda Items.*

*To address the Board/Commission/Committee, please complete the white or yellow card and present it to the city staff designee prior to the meeting.*

**PUBLIC HEARING**

1. Conduct a public hearing on a Preliminary Plat for the New Haven Subdivision, two-hundred ninety-three (293) on 90.3 acres, more or less, and being located at Gregg Lane and FM 973, Manor, TX.  
 Applicant: Gregg Lane Dev. LLC  
 Owner: Quiddity

2. Conduct a public hearing on a Subdivision Preliminary Plat for the Ginsel Tract, five (5) lots on 84.31 acres, more or less, and being located at 13301 East US HWY 290, Manor, TX.  
 Applicant: Kinley-Horn  
 Owner: Manor Opportunity Fund, LLC
3. Conduct a public hearing on a Subdivision Short Form Final Plat for the Junction Subdivision, one (1) lots on 9.2 acres, more or less, and being located at the intersection of La Grange St. and Murray Ave., Manor, TX.  
 Applicant: BGE Inc  
 Owner: Junction Development, LLC
4. Conduct a public hearing on a Subdivision Short Form Final Plat for Amavi Manor, two (2) lots on 62.81 acres, more or less, and being located at the southeast corner of US Hwy 290 and Old Kimbro Rd, Manor, TX.  
 Applicant: Kinley-Horn  
 Owner: Jefferson Triangle Marine, LP
5. Conduct a public hearing on a Subdivision Short Form Final Plat for Manor Commons SW, three (3) lots on 4.74 acres, more or less, and being located at the northwest corner of FM 973 and Ring Dr., Manor, TX.  
 Applicant: ALM Engineering, Inc.  
 Owner: Greenview Manor Commons SW LP

**CONSENT AGENDA**

*All of the following items on the Consent Agenda are considered to be self-explanatory by the Planning and Zoning Commission and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Chairperson or a Commission Member; in which event, the item will be removed from the consent agenda and considered separately.*

6. Consideration, discussion, and possible action to approve the P&Z Commission minutes.
  - October 11, 2023, P&Z Commission Regular Meeting; and
  - November 13, 2023, P&Z Commission Regular Meeting

**REGULAR AGENDA**

7. Consideration, discussion, and possible action on a Preliminary Plat for the New Haven Subdivision, two-hundred ninety-three (293) on 90.3 acres, more or less, and being located at Gregg Lane and FM 973, Manor, TX.  
 Applicant: Gregg Lane Dev. LLC  
 Owner: Quiddity



8. Consideration, discussion, and possible action on a Subdivision Preliminary Plat for the Ginsel Tract, five (5) lots on 84.31 acres, more or less, and being located at 13501 East US HWY 290, Manor, TX.  
*Applicant: Kimley-Horn*  
*Owner: Manor Opportunity Fund, LLC*
9. Consideration, discussion, and possible action on a Subdivision Short Form Final Plat for the Junction Subdivision, one (1) lots on 9.2 acres, more or less, and being located at the intersection of La Grange St. and Murray Ave., Manor, TX.  
*Applicant: BGE Inc*  
*Owner: Junction Development, LLC*
10. Consideration, discussion, and possible action on a Subdivision Short Form Final Plat for Amavi Manor, two (2) lots on 62.81 acres, more or less, and being located at the southeast corner of US Hwy 290 and Old Kimbro Rd, Manor, TX.  
*Applicant: Kimley-Horn*  
*Owner: Jefferson Triangle Marine, LP*
11. Consideration, discussion, and possible action on a Subdivision Short Form Final Plat for Manor Commons SW, three (3) lots on 4.74 acres, more or less, and being located at the northwest corner of FM 973 and Ring Dr., Manor, TX.  
*Applicant: ALM Engineering, Inc.*  
*Owner: Greenview Manor Commons SW LP*
12. Consideration, discussion, and possible action on a Final Plat for the Manor Heights Subdivision, Phase 4, Section A, two-hundred and five (205) lots on 93.503 acres, more or less, and being located near the intersection of Liberty Bell Blvd and Jordyn Sterling Street, Manor, TX.  
*Applicant: Kimley-Horn & Associates*  
*Owner: Forestar (USA) Real Estate Group*
13. Consideration, discussion, and possible action a Final Plat for the Manor Heights Subdivision, Phase 4, Section B, sixty-six (66) lots on 17.31 acres, more or less, and being located near the intersection of Liberty Bell Blvd and Jordyn Sterling Street, Manor, TX.  
*Applicant: Kimley-Horn & Associates*  
*Owner: Forestar (USA) Real Estate Group*
14. Consideration, discussion, and possible action on a Final Plat for the Manor Commons SE Commercial Subdivision, three (3) lots on 3.179 acres, more or less, and being located near the intersection of US Hwy 290 and N. FM 973, Manor, TX  
*Applicant: ALM Engineering*  
*Owner: Greenview Development 973*

Manor Planning & Zoning Commission Regular Meeting

Agenda 12/13/2023 - Page 3

15. Consideration, discussion, and possible action on an amendment to the Shadowglen Medical Tower Coordinated Sign Plan.
16. Consideration, discussion, and possible action on a 2024 Subdivision Calendar.
17. Consideration, discussion, and possible action on a Food Court Establishment at 13538 N. FM 973.
18. Consideration, discussion, and possible action on a Setback Waiver for Lot 6, Block 34, locally known as 505 Jessie Street, to reduce the rear setback to 10' and the side setbacks to 5'.
19. Consideration, discussion, and possible action on a Joined Lot Affidavit for Lot 1-5, Block 12, Town of Manor, locally known as 800 N. Lexington Street, Manor, Texas.  
*Applicant: Bobby Gosey*  
*Owner: Bobby Gosey*

**ADJOURNMENT**

In addition to any executive session already listed above, the Planning & Zoning Commission reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personal Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

**CONFLICT OF INTEREST**

In accordance with Section 12.04 (Conflict of Interests) of the City Charter, "No elected or appointed officer or employee of the city shall participate in the deliberation or decision on any issue, subject or matter before the council or any board or commission, if the officer or employee has a personal financial or property interest, direct or indirect, in the issue, subject or matter that is different from that of the public at large. An interest arising from job duties, compensation or benefits payable by the city shall not constitute a personal financial interest."

Further, in accordance with Chapter 171, Texas Local Government Code (Chapter 171), no Planning & Zoning Commission member and no City officer may vote or participate in discussion of a matter involving a business entity or real property in which the Planning & Zoning Commission member or City officer has a substantial interest as defined by Chapter 171; and action on the matter will have a special economic effect on the business entity or real property that is distinguishable from the effect on the general public. An affidavit disclosing the conflict of interest must be filed out and filed with the City Secretary before the matter is discussed.

Manor Planning & Zoning Commission Regular Meeting

Agenda 12/13/2023 - Page 4

**POSTING CERTIFICATION**

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, November 8, 2023, by 5:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.



\_\_\_\_\_  
/s/ Llavio T. Almaraz, TRMC  
City Secretary for the City of Manor, Texas

**NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:**

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 10 days prior to this meeting. Please contact the City Secretary at 512.215.8285 or e-mail [llavio@manortx.gov](mailto:llavio@manortx.gov).

Tier	Mayor	City Council	Meeting Criteria and Compensation Guidelines
IV	\$875	\$625	TML Region - 10 Involvement, State Board Appointments, CAPCOG, CapMetro, TEDC, CAMPO, CTRMA, and Austin Health, etc. Memberships approved by City Council
			*Active attendance and participation and provide an update to City Council is a requirement

## Texas Municipal League Participation

Event	Purpose of Event	Date
TML Region 10	<p>Texas Municipal League Region 10 quarterly meeting</p> <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;">  <p><b>CITY OF MANOR</b> EST. 1872 TEXAS</p> </div> <div style="font-size: small;"> <p>Dr. Christopher Harvey, Mayor 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</p> </div> </div> <hr/> <p style="text-align: center;"><b>Notice of Potential Quorum</b> Thursday, December 14, 2023 at 6:00 PM Bastrop Opera House, 711 Spring St., Bastrop, TX 78602</p> <hr/> <p style="text-align: center;"><b>AGENDA</b></p> <p>This will give notice that a quorum of the Manor City Council will be attending the Texas Municipal League Region 10 quarterly meeting on Thursday, December 14, 2023, at Bastrop Opera House, 711 Spring St., Bastrop, TX 78602. This meeting is hosted by the City of Bastrop beginning at 6:00 p.m.</p> <p>This notice is being posted in compliance with the Texas Open Meetings Act in the event any City business is discussed. No action can be taken by the City Council during this meeting.</p> <div style="display: flex; justify-content: space-between; align-items: flex-start; margin-top: 20px;"> <div style="text-align: center;">  <p><b>TML TEXAS MUNICIPAL LEAGUE</b></p> </div> <div style="font-size: x-small;"> <p><i>TML Region 10 Officers 2022-2024</i></p> <p>President - Emily Hill, Mayor Pro Tem, City of Manor Vice President - Jim Mendoza, Council Member, City of Lockhart TML Board Director - Christine Delisle, Mayor, City of Leander Secretary - Lluvia T. Almaraz, City Secretary, City of Manor</p> </div> </div> <hr/> <p style="text-align: center;"><b>TML Region 10 Quarterly Meeting</b> Thursday, December 14, 2023 Bastrop Opera House 711 Spring St. Bastrop, TX 78602 Registration &amp; Social - 6:00 P.M. Dinner &amp; Meeting - 7:00 P.M.</p> <hr/> <p style="text-align: center;"><b>AGENDA</b></p> <p>Welcome <i>Lyle Nelson, Mayor, City of Bastrop</i></p> <p>Invocation</p> <p>Pledge of Allegiance</p> <p>Introduction of Guest Speaker <i>Monty Wynn, TML Director of Grassroots and Legislative Services "Legislative Update"</i></p> <p>Call to Order - <b>Business Session</b> <i>TML Region 10 President, Mayor Pro Tem Emily Hill</i></p> <ol style="list-style-type: none"> <li>a. Approval of Minutes - September 14, 2023</li> <li>b. TML Board of Director's Report - <i>Christine DeLisle, Mayor, City of Leander</i></li> <li>c. Announcements &amp; Future Meeting Sites</li> <li>d. President's Closing Remarks</li> </ol> <p>Presentation of Attendance Certificate and Door Prizes</p> <p>Adjournment</p>	12/14/2023

# Personal Community Engagement Events

Event Type	Purpose	Date	Frequency
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City of Manor  
Sponsored Event

Holidays in the Park- Community  
Engagement

12/02/2023

Annually

CITY OF MANOR  
in partnership with the Manor Chamber of Commerce  
PRESENTS

# Holidays in The Park

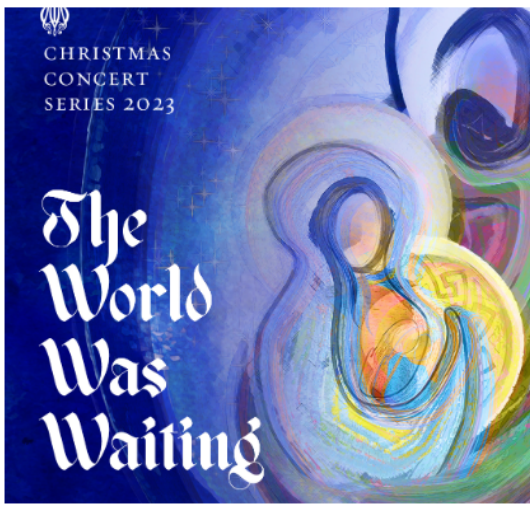


FOOD TRUCKS  
ICE SKATING  
CARNIVAL RIDES  
TRAIN RIDE  
VENDORS



Saturday DEC 02 - Noon to 5:00PM  
TIMMERMANN PARK  
[www.manortx.gov](http://www.manortx.gov)



Community Event	<p>Community Engagement. Help as needed Hamburgers at St. Joseph's Catholic Church. Event hosted by Felix Paiz</p> 	12/06/2023	As Needed
Central Texas Food Bank Distribution	<p>Volunteer to help distribute meals in Manor</p> 	12/08/2023	Bi-Monthly
Holiday Event	<p>Manor FFA Alumni Holiday Dinner</p> 	12/11/2023	Annually
Holiday Concert	<p>Attend Millennial Choir &amp; Orchestra Christmas Concert per invitation from community member.</p>	12/14/2023	One Time

			
<p>Chamber of Commerce Meeting</p>	<p>Networking and to help package meals for Manor ISD Whole Child</p>  <p>DECEMBER 2023 MEMBERSHIP MEETING THURSDAY, DECEMBER 14, 2023</p> <p><b>AGENDA</b></p> <ol style="list-style-type: none"> <li>1. Call the Meeting to Order</li> <li>2. Pledge of Allegiance and Invocation</li> <li>3. Thank you to Southside Market for providing lunch!</li> <li>4. Treasurer's Report – Checking - \$12,057 Savings - \$5,238 - Total - \$17,295</li> <li>5. Introduction of Visitors and Members</li> <li>6. Membership Report – We currently have 194 Chamber Members as of October 31, 2023. “Thank You” for your support in your Chamber and growing with us! We had three new members join in November and we would like to say “Welcome” to Jupiter’s Ice Cream, Rocky Road Printing and Gardner Iron &amp; Metal, Co, Inc. We did not have any renewals in the month of November.</li> <li>7. Events Committee Report – Tim Schultz</li> </ol> <p>Announcement from Members – The purpose for the Announcements from Members is for the Chamber members to announce upcoming events their organization or business will be hosting and ways to allow members to mention any opportunities for volunteering. Announcements are not meant to be political in nature.</p> <p>The next meeting will be Thursday, January 11, 2024. This will be our annual meeting. Please make plans to attend an honor your outgoing board members and welcome your new board members. Lunch will be provided by Good Luck Grill.</p>	<p>12/14/2023</p>	<p>Monthly</p>
<p>Community Open House</p>	<p>Informational meeting hosted by Dominion Apartments (Tower Rd. Apartments)</p>  <p>Dr. Christopher Harvey, Mayor 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</p> <p><b>Notice of Potential Quorum</b> Tuesday, December 19, 2023 at 6:00 PM Holiday Inn Express &amp; Suites, 11918 Ring Drive, Manor, Texas</p> <p>This will give notice that a quorum of the Manor City Council will be attending an Open House on Tuesday, December 19, 2023, at the Holiday Inn Express &amp; Suites, 11918 Ring Drive, Manor, Texas.</p> <p>This event is hosted by Dominion Apartments, beginning at 6:00 p.m.</p> <p>This notice is being posted in compliance with the Texas Open Meetings Act in the event any City business is discussed. No action can be taken by the City Council during this meeting.</p>	<p>12/19/2023</p>	<p>One Time</p>
<p>Community Meal Distribution</p>	<p>Distribute Turkeys and Hams to Manor Families</p>	<p>12/23/2023</p>	<p>Annually</p>



## Regional Leadership Opportunities

Committee	Purpose	Meeting Frequency

- Please submit any backup material for each Tier that supports your community involvement and attendance.