



**CITY COUNCIL
REGULAR SESSION MINUTES
JULY 21, 2021**

PRESENT:

Dr. Larry Wallace Jr., Mayor

COUNCIL MEMBERS:

Dr. Christopher Harvey, Mayor Pro Tem, Place 3 (Absent)
Emily Hill, Place 1
Anne Weir, Place 2
Sonia Wallace, Place 4
Deja Hill, Place 5
Gene Kruppa, Place 6 (Absent)

CITY STAFF:

Thomas Bolt, City Manager
Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Denver Collins, Captain
Scott Dunlop, Development Services Director
Debbie Charbonneau, Heritage and Tourism Manager
Michael Tuley, Director of Public Works
Lance Zeplin, Streets/Parks Superintendent
Tracey Vasquez, HR Manager
Sarah Friberg, Court Administrator
Veronica River, 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 Wallace at 7:02 p.m. on Wednesday, July 21, 2021.

PLEDGE OF ALLEGIANCE

At the direction of Mayor Wallace, Chief Phipps, led the Pledge of Allegiance.

PRESENTATION

A. Presentation by Chris Offensend with Qwally – Manor Biz101

Mr. Offensend introduced himself and presented the attached PowerPoint presentation regarding Manor Biz101.

PRESENTATION

B. Declaring the month of July 2021, as “Parks and Recreation Month”

Mayor Wallace read and presented the proclamation to Michael Tuley, Public Works Director and Lance Zeplin, Streets/Parks Superintendent.

PUBLIC COMMENTS

Mayor Wallace presented a certificate of recognition to Caleb Zuniga from Manor, Texas, for his hard work and determination to be a world title contender. His achievements of being currently ranked #2 in the Nation for his age and weight, and top five (5) since the age of eight (8) years old is a testament to his 4x - Texas Silver Gloves Champion, 4x - Junior Olympic Region/State Champion, 4x - Texas Champion recognitions.

PUBLIC HEARINGS

1. **Public Hearing: Conduct a public hearing on a Concept Plan for the Palomino Subdivision, one hundred twenty-one (121) lots on 50.34 acres more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX.**

Applicant: BGE, Inc. Owner: Geraldine and Edward Wolf

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

Mayor Wallace opened the public hearing.

Development Services Director Dunlop discussed the Concept Plan for the Palomino Subdivision.

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

There was no further discussion.

Motion to close carried 5-0

- 2. Public Hearing: Conduct a public hearing on a Concept Plan for the Compass Rose Academy Subdivision, one (1) lot on 13.19 acres more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX.**

Applicant: Kimley-Horn & Associates Owner: FM 973 Building Hope, LLC

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

Mayor Wallace opened the public hearing.

Development Services Director Dunlop discussed the Concept Plan for the Compass Rose Academy Subdivision.

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

There was no further discussion.

Motion to close carried 5-0

- 3. Public Hearing: Conduct a public hearing upon a rezoning request for 19.81 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 11000 block of Hill Lane, Manor, TX from Light Commercial (C-1) to Light Industrial (IN-1). *Applicant: Doucet & Associates, Inc. Owner: Las Entradas Development Corp.***

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

Mayor Wallace opened the public hearing.

Development Services Director Dunlop discussed the rezoning request.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Emily Hill, to close the Public Hearing.

There was no further discussion.

Motion to close carried 5-0

CONSENT AGENDA

- 4. Consideration, discussion, and possible action to approve the City Council Minutes of the July 7, 2021, City Council Regular Meeting.**
- 5. Consideration, discussion, and possible action on the destruction of city records that have met their retention requirement; and Authorize the City Manager to execute the customer service agreement with Data Armor.**

6. Consideration, discussion, and possible action on the acceptance of the June 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**
- **IT – Heath Ferguson, IT Manager**

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to approve and adopt all items on the Consent Agenda.

There was no further discussion.

Motion to approve carried 5-0

REGULAR AGENDA

7. Consideration, discussion, and possible action on Hotel Occupancy Tax Funds in the amount of up to \$100,000 for the City of Manor’s Sesquicentennial year-long celebration.

The city staff recommended that the City Council approve the amount of up to \$100,000 from the H.O.T. Funds to be used for the City of Manor’s Sesquicentennial year-long celebration.

Director of Finance Collins discussed the City of Manor’s H.O.T Funds application for the Sesquicentennial year-long celebration.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to approve the amount of up to \$100,000 from the H.O.T. Funds to be used for the City of Manor’s Sesquicentennial year-long celebration.

There was no further discussion.

Motion to approve carried 5-0

8. Consideration, discussion, and possible action on a Concept Plan for the Palomino Subdivision, one hundred twenty-one (121) lots on 50.34 acres more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX. Applicant: BGE, Inc. Owner: Geraldine and Edward Wolf

The city staff recommended that the City Council approve a Concept Plan for the Palomino Subdivision, one hundred twenty-one (121) lots on 50.34 acres more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir, to approve a Concept Plan for the Palomino Subdivision, one hundred twenty-one (121) lots on 50.34 acres more or less, and being located near the intersection of N. FM 973 and Johnson Road, Manor, TX.

There was no further discussion.

Motion to approve carried 4-1 (Council Member Deja Hill voted against)

9. Consideration, discussion, and possible action on a Concept Plan for the Compass Rose Academy Subdivision, one (1) lot on 13.19 acres more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX.

The city staff recommended that the City Council approve the Compass Rose Academy Subdivision, one (1) lot on 13.19 acres more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Wallace, to approve the Compass Rose Academy Subdivision, one (1) lot on 13.19 acres more or less, and being located near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX.

There was no further discussion.

Motion to approve carried 5-0

10. First Reading: Consideration, discussion, and possible action on an ordinance rezoning 19.81 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 11000 block of Hill Lane, Manor, TX from Light Commercial (C-1) to Light Industrial (IN-1).

The city staff recommended that the City Council approve the first reading of an ordinance rezoning 19.81 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 11000 block of Hill Lane, Manor, TX from Light Commercial (C-1) to Light Industrial (IN-1).

Ordinance: An Ordinance of The City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Light Commercial (C-1) to Light Industrial (IN-1); Making Findings of Fact; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Wallace, to approve the first reading of an ordinance rezoning 19.81 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 11000 block of Hill Lane, Manor, TX from Light Commercial (C-1) to Light Industrial (IN-1).

There was no further discussion.

Motion to approve carried 5-0

11. Consideration, discussion, and possible action on selecting a trustee for the EntradaGlen Public Improvement District (PID).

The city staff recommended that the City Council approve the selection of UMB as the trustee for the EntradaGlen PID and authorize the City Manager to enter and execute any agreements necessary for trustee services regarding the EntradaGlen PID.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Wallace, to approve the selection of UMB as the trustee for the EntradaGlen PID and authorize the City Manager to enter and execute any agreements necessary for trustee services regarding the EntradaGlen PID.

There was no further discussion.

Motion to approve carried 5-0

12. Consideration, discussion, and possible action on selecting an underwriter for the EntradaGlen Public Improvement District (PID).

The city staff recommended that the City Council approve the selection of FMSbonds, Inc. as the underwriter for the EntradaGlen PID and authorize the City Manager to enter and execute any agreements necessary for underwriter services regarding the EntradaGlen PID.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Weir to approve the selection of FMSbonds, Inc. as the underwriter for the EntradaGlen PID and authorize the City Manager to enter and execute any agreements necessary for underwriter services regarding the EntradaGlen PID.

There was no further discussion.

Motion to approve carried 5-0

Mayor Wallace adjourned the regular session of the Manor City Council into Executive Session at 8:22 p.m. on Wednesday, July 21, 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 551.072 Deliberations regarding Real Property - 10.23 acres more or less located in Travis County, Texas located at the NE corner of Ring Dr and Skimmer Run, Manor, Texas.* at 8:22 p.m. on Wednesday, July 21, 2021.

The Executive Session was adjourned at 8:56 p.m. on Wednesday, July 21, 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 8:56 p.m. on Wednesday, July 21, 2021.

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

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Emily Hill to approve the letter of intent for the purchase of land as discussed in Executive Session.

There was no further discussion.

Motion to approve carried 5-0

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 8:57 p.m. on Wednesday, July 21, 2021.

These minutes approved by the Manor City Council on the 4th day of August 2021.

APPROVED:

Dr. Larry Wallace Jr.
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Draft Minutes



July 21st, 2021



Matt Cody

Courtney Francis

Chris Offensend

James Schafer

Thomas Surette

Background

Part of Manor's participation in the City Innovation Ecosystems Program

Sponsored and organized by



Objective

Pilot a small business support platform to increase business engagement and to support emerging entrepreneurs.

Expected Benefits

For Small Businesses

Relevant and timely information for navigating business formation and other processes

Faster and better support, service, interaction with City of Manor staff

City of Manor

Better insights into the local business community and ecosystem

Improved coordination with local business support organizations

Pilot Overview

Discovery

- Conduct Interviews
- Background Research
- Develop Persona
- Develop User Journey Map
- Initial Content Planning

Implementation

- Refine/revise Content Plan
- Develop and Approve Wireframes
- Set up Small Business Portal
- Set up Administrative Dashboard
- Set up Resource Directory

Testing

- Seek/incorporate feedback from stakeholders and community members
- Set up City subdomain for URL
- Prepare public launch communications



CITY OF
MANOR
EST.  1872
TEXAS

Questions?

