



**CITY COUNCIL  
REGULAR SESSION MINUTES  
AUGUST 3, 2022**

**PRESENT:**

Dr. Christopher Harvey, Mayor

**COUNCIL MEMBERS:**

Emily Hill, Mayor Pro Tem, Place 1  
Anne Weir, Place 2  
Maria Amezcua, Place 3 (Absent)  
Sonia Wallace, Place 4  
Aaron Moreno, Place 5  
Deja Hill, Place 6 (Absent)

**CITY STAFF:**

Scott Moore, City Manager  
Lluvia T. Almaraz, City Secretary  
Scott Dunlop, Development Services Director  
Scott Jones, Economic Development Director  
Phil Green, IT Director  
Lydia Collins, Director of Finance  
Paige Saenz, 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, August 3, 2022, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

**PLEDGE OF ALLEGIANCE**

Mayor Harvey led the Pledge of Allegiance.

## PROCLAMATION

### A. Declaring the week of July 12-16, 2022, as “Manor 8u Softball World Series Week”

Mayor Harvey read and presented proclamation to Coach Kinny Ochoa. Coach Ochoa thanked the City of Manor for the support they received to be able to attend the World Series. City Council and staff congratulated the team.

## PUBLIC COMMENTS

Robert Battaile from Manor, Texas, submitted a speaker card and spoke in regard to the budget process regarding park allowances.

No one else appeared at this time.

## CONSENT AGENDA

1. **Consideration, discussion, and possible action to approve the City Council Minutes of July 20, 2022, City Council Regular Meeting.**
2. **Second and Final Reading: Consideration, discussion and possible action on an ordinance annexing 62.84 acres, , 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.**

Ethan Harwell with Kimley -Horn & Associates submitted a speaker card; however, he did not wish to speak but was available to answer any questions posed by the City Council.

Ordinance No. 663: An Ordinance of The City of Manor, Texas Annexing 62.8431 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.

3. **Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning 62.84 acres, more or less, out of the A.C. Caldwell Survey No. 52, Abstract No. 154, and being located near the intersection of US Hwy 290 and Old Kimbro Road, Manor, TX to Townhome (TH) and Medium Commercial (C-2).**  
*Applicant: Kimley-Horn and Associates; Owner: Millcreek Residential*

Ethan Harwell with Kimley -Horn & Associates submitted a speaker card; however, he did not wish to speak but was available to answer any questions posed by the City Council.

Ordinance No. 664: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land to Townhome (TH) and Medium Commercial (C-2); Making Findings of Fact; and Providing for Related Matters.

**MOTION:** Upon a motion made by Council Member Weir seconded by Mayor Pro Tem Hill to approve the Consent Agenda.

There was no further discussion.

**Motion to approve carried 5-0**

## **REGULAR AGENDA**

### **4. Consideration, discussion, and possible action on the Second Amendment to the Development Agreement between the City of Manor and Jefferson Triangle Marine, LP.**

The city staff recommended that the City Council approve the Second Amendment to Development Agreement between the City of Manor and Jefferson Triangle Marine, LP.

Development Services Director Dunlop discussed the proposed amendment to the Development Agreement between the City and Jefferson Triangle Marine, L.P.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to approve the Second Amendment to Development Agreement between the City of Manor and Jefferson Triangle Marine, LP.

Discussion was held regarding the clarification of the termination on the original agreement.

There was no further discussion.

**Motion to approve carried 5-0**

### **5. Consideration, discussion, and possible action on a Development Services Financial Planning Model and Benchmarking Study engagement letter.**

The city staff recommended that the City Council approve a Development Services Financial Planning Model and Benchmarking Study engagement letter.

Development Services Director Dunlop discussed the proposed revised services contract.

Discussion was held regarding the contract management.

Discussion was held regarding the proposed cost of \$22, 463.

City Manager Moore suggested that an outline of the scope of work and hours would be requested from the consultant for review before payment was released.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Mayor Pro Tem Hill, to approve the revised services contract and authorize for the City Manager to execute the final contract.

There was no further discussion.

**Motion to approve carried 5-0**

**6. Consideration, discussion, and possible action on setting public hearings for the FY 2022-2023 Proposed Annual Budget.**

The city staff recommended that the City Council set the Public Hearing on the FY 2022-2023 Proposed Annual Budget of the City of Manor, Texas for September 7, 2022, and September 21, 2022, at 7:00 p.m.

Robert Battaile from Manor, Texas, submitted a speaker card in support of this item. Mr. Battaile stated he would like for the budget process to be discussed openly and for the public to have additional time to discuss topic.

Director of Finance Collins explained the process of the public hearing and clarified that the public would be able to speak during the set public hearings.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Emily Hill to set the Public Hearing on the FY 2022-2023 Proposed Annual Budget of the City of Manor, Texas for September 7, 2022, and September 21, 2022, at 7:00 p.m.

There was no further discussion.

**Motion to approve carried 5-0**

**7. Consideration, discussion, and possible action on setting a public hearing for the FY 2022-2023 Proposed Property Tax Rate.**

The city staff recommended that the City Council set a Public Hearing on August 17, 2022, at 7:00 p.m. for the FY 2022-2023 proposed Property Tax Rate.

Director of Finance Collins clarified that only one public hearing was needed for the FY2022-20233 Property Tax Rate.

Discussion was held regarding the decrease of the property tax was due to the new residential properties that had been developed.

Director of Finance Collins stated that if the city didn't decrease rates the citizens and the city would see a significant increase on taxes. She stated by decreasing the tax rate the savings for citizens and the city would be 2.2 million.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Weir to set the Public Hearing on the FY 2022-2023 Proposed Annual Budget of the City of Manor, Texas for September 7, 2022, and September 21, 2022 at 7:00 p.m.

There was no further discussion.

**Motion to approve carried 5-0**

- 8. Consideration, discussion, and possible action on an ordinance ordering a Special Election to be held on the question of The City of Manor's continued participation in The Capital Metropolitan Transportation Authority; designating November 8, 2022, as the date of the Special Election; prescribing the form of the ballot; providing for election procedures; providing for an effective date; providing an open meetings clause; and providing for related matters.**

The city staff recommended that the City Council approve Ordinance No. 665 ordering a Special Election to be held on the question of The City of Manor's continued participation in The Capital Metropolitan Transportation Authority; designating November 8, 2022, as the date of the Special Election; prescribing the form of the ballot; providing for election procedures; providing for an effective date; providing an open meetings clause; and providing for related matters.

City Manager Moore discussed the proposed ordinance for the special election regarding CapMetro.

Mayor Harvey discussed how the city had determined to move forward with an election for the people to vote on regarding the continuation of CapMetro services for the city.

Discussion was held regarding the clarification of the ballot language.

Ordinance No. 665: An Ordinance of the City of Manor, Texas, Ordering a Special Election to be Held on the Question of the City of Manor's Continued Participation in the Capital Metropolitan Transportation Authority; Designating November 8, 2022, as the Date of the Special Election; Prescribing the Form of the Ballot; Providing for Election Procedures; Providing for an Effective Date; Providing an Open Meetings Clause; and Providing for Related Matters.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Emily Hill to approve Ordinance No. 665 ordering a Special Election to be held on the question of The City of Manor's continued participation in The Capital Metropolitan Transportation Authority; designating November 8, 2022, as the date of the Special Election; prescribing the form of the ballot; providing for election procedures; providing for an effective date; providing an open meetings clause; and providing for related matters.

There was no further discussion.

**Motion to approve carried 5-0**

- 9. Consideration, discussion, and possible action on an ordinance of the City of Manor Texas, ordering a Special Election to be held on November 8, 2022, on a proposition to increase the City's General Revenue Sales and Use Tax Rate pursuant to Chapter 321 of the Texas Tax Code, conditioned on a majority of qualified voters voting "No" on Proposition "A", which is the measure on the question of the continuation of the Capital Metropolitan Transportation Authority in the City of Manor; providing for proposition language; providing for election procedures; providing for an effective date; providing an open meetings clause; and providing for related matters.**

The city staff recommended that the City Council approve Ordinance No. 667 ordering a Special Election to be held on November 8, 2022, on a proposition to increase the City's General Revenue Sales and Use Tax Rate pursuant to Chapter 321 of the Texas Tax Code, conditioned on a majority of qualified voters voting "No" on Proposition "A", which is the measure on the question of the continuation of the Capital Metropolitan Transportation Authority in the City of Manor; providing for proposition language; providing for election procedures; providing for an effective date; providing an open meetings clause; and providing for related matters.

Mayor Harvey explained Proposition B regarding the sales tax from CapMetro.

Ordinance No. 667: An Ordinance of the City of Manor, Texas, Ordering a Special Election to be Held on November 8, 2022, on a Proposition to Increase the City's General Revenue Sales and Use Tax Rate Pursuant to Chapter 321 of the Texas Tax Code, Conditioned on a Majority of Qualified Voters Voting "No" on Proposition "A", Which is the Measure on the Question of the Continuation of the Capital Metropolitan Transportation Authority in the City of Manor; Providing for Proposition Language; Providing for Election Procedures; Providing for an Effective Date; Providing an Open Meetings Clause; and Providing for Related Matters.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to approve Ordinance No. 667 ordering a Special Election to be held on November 8, 2022, on a proposition to increase the City's General Revenue Sales and Use Tax Rate pursuant to Chapter 321 of the Texas Tax Code, conditioned on a majority of qualified voters voting "No" on Proposition "A", which is the measure on the question of the continuation of the Capital Metropolitan Transportation Authority in the City of Manor; providing for proposition language; providing for election procedures; providing for an effective date; providing an open meetings clause; and providing for related matters.

There was no further discussion.

**Motion to approve carried 5-0**

**10. Consideration, discussion, and possible action on the First Amendment to the Professional Services Contract for the 2050 Comprehensive Plan to Freese and Nichols, Inc.**

The city staff recommended that the City Council approve the first amendment of the Professional Services Contract for the 2050 Comprehensive Plan to Freese and Nichols, Inc. requesting a reimbursement in the amount of \$183,074.35.

City Manager Moore discussed the proposed amendment of the Services Contract with Freese and Nichols, Inc.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Weir to approve the first amendment of the Professional Services Contract for the 2050 Comprehensive Plan to Freese and Nichols, Inc. requesting a reimbursement in the amount of \$183,074.35.

There was no further discussion.

**Motion to approve carried 5-0**

**11. Consideration, discussion, and possible action on allocating funds for senior transportation within the City of Manor.**

The city staff recommended that the City Council direct staff to allocate funds not to exceed \$10,000 for senior transportation within the City of Manor.

City Manager Moore discussed how the city had an opportunity to address the need for providing senior citizens transportation services with Senior Access within the City of Manor.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Weir to direct city staff to allocate funds for the senior transportation within the City of Manor not to exceed \$10,000.

Discussion was held regarding the limited areas where Senior Access was able to go due to funds.

There was no further discussion.

**Motion to approve carried 5-0**

**12. Consideration, discussion, and possible action on membership to the Austin Healthcare Council.**

The city staff recommended that the City Council authorize the payment for city's membership to the Austin Healthcare Council.

City Manager Moore explained the need of the proposed membership to the Austin Healthcare Council. He discussed the benefits the city would have with the involvement and opportunity to discuss future healthcare resources. He recommended for the Mayor to be the advocate for the city.

Mayor Harvey discussed the need of healthcare resources for the city and the opportunity to dialog with the Austin Healthcare Council.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Emily Hill to authorize the payment for city's membership to the Austin Healthcare Council.

There was no further discussion.

**Motion to approve carried 5-0**

**13. Consideration, discussion, and possible action on Community Program opportunities utilizing Travis County facilities.**

The city staff recommended that the City Council direct the Administration to develop a proposal for the use of Travis County facilities and open space for future community programs and services.

Robert Battaile from Manor, Texas, submitted a speaker card in support of this item. Mr. Battaile expressed his support to the Gilleland Greeway Project and Travis County Community Center in Manor.



Mayor Harvey discussed the relationship and support with the county commissioner and the county regarding future program opportunities. He asked for Council's support for the City Manager and himself to bring back a proposal regarding future community programs and services for discussion and review.

Council Member Moreno expressed his support.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Moreno to direct the Administration to develop a proposal for the use of Travis County facilities and open space for future community programs and services.

There was no further discussion.

**Motion to approve carried 5-0**

**14. Consideration, discussion, and possible action on offering workforce training opportunities and Austin Community College Courses for City of Manor residents.**

The city staff recommended that the City Council authorize the creation of a workforce training initiative with Austin Community College (ACC) .

Mayor Harvey discussed the opportunity to partner with ACC regarding workforce training for Manor residents. He discussed the challenges that Manor residents had regarding the commute into Austin to attend classes. Mayor Harvey proposed for the city to partner with ACC to be able to offer classes/programs within the city.

City Manager Moore stated that this would be a great opportunity to highlight in the City's Comprehensive Plan for future developers and businesses to see what the city visions are.

Discussion was held regarding scholarship opportunities that businesses could offer to local residents.

**MOTION:** Upon a motion made by Council Member Weir and seconded by Mayor Pro Tem Emily Hill to authorize the creation of workforce training initiative with Austin Community College.

Discussion was held regarding the ACC Sales Tax the city residents pay.

There was no further discussion.

**Motion to approve carried 5-0**

### **15. Consideration, discussion, and possible action on youth program opportunities.**

The city staff recommended that the City Council direct the Administration to develop a proposal for future youth program and services.

Robert Battaile from Manor, Texas, submitted a speaker card in support of this item. Mr. Battaile expressed his support for youth program opportunities within the city. He suggested for a recreational staff member to be hired to facilitate programs in the parks.

Mayor Harvey discussed the temporary solution the city could have regarding youth program opportunities by partnering with different entities. He asked for Council's support for administration staff to bring back a proposal regarding future youth programs for discussion and review.

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Weir to direct the Administration to develop a proposal for future youth program and services.

Discussion was held regarding the clarification of the proposal with different entities for program opportunities they could offer to the community.

There was no further discussion.

### **Motion to approve carried 5-0**

Director of Economic Development Jones thanked City Council for approving Item 14 regarding the workforce training with ACC. He stated that this would help promote the city when he's asked if the community was engaged with local community colleges.

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 8:29 p.m. on Wednesday, August 3, 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, to consult with legal counsel regarding; 1) Capital Metropolitan Transportation Authority; 2) Proposed Charter Amendments and related processes* at 8:29 p.m. on Wednesday, August 3, 2022.

The Executive Session was adjourned at 9:15 p.m. on Wednesday, August 3, 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 regarding; 1) *Capital Metropolitan Transportation Authority*; 2) *Proposed Charter Amendments and related processes* at 9:15 p.m. on Wednesday, August 3, 2022.

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

There was no action taken.

## ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 9:15 p.m. on Wednesday, August 3, 2022.

These minutes approved by the Manor City Council on the 17<sup>th</sup> day of August 2022. (*Audio recording archived*)

## APPROVED:

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Dr. Christopher Harvey  
Mayor

## ATTEST:

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Lluvia T. Almaraz, TRMC  
City Secretary