



**CITY COUNCIL  
CALLED SPECIAL SESSION  
MINUTES  
MARCH 1, 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  
Tracey Vasquez, HR Manager  
Veronica Rivera, Assistant City Attorney  
Frank Phelan, P.E. City Engineer

**SPECIAL SESSION – 7:00 P.M.**

With a quorum of the Council Members present, the special session of the Manor City Council was called to order by Mayor Harvey at 7:07 p.m. on Tuesday, March 01, 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.

## PROCLAMATIONS

### **A. Declaring the month of March, as “*Women’s History Month*”**

Mayor Harvey read and presented proclamation to Mayor Pro Tem Hill, Council Member Weir, Council Member Wallace and Council Member Amezcua.

### **B. Declaring the month of March, as “*Youth Art Month*”**

Mayor Harvey read proclamation.

### **C. Declaring March 8, 2022, as “*International Women’s Day*”**

Mayor Harvey read proclamation.

## PUBLIC COMMENTS

Robert Battaile, 502 E. Eggleston Street, Unit A, Manor, Texas, submitted a speaker card and spoke in regard to the disc golf event he’d advertised. He expressed his frustration with the city’s permit procedures. Mr. Battaile also expressed his concerns regarding the non-public use of the Timmermann Park’s restroom facilities. Mr. Battaile announced his candidacy for City Council, Place No. 6.

No one else appeared at this time.

## PUBLIC HEARINGS

- 1. Conduct a public hearing on an ordinance annexing of 5.796 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.**

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

Mayor Harvey opened the public hearing.

John Kerr, 11712 Arnham Lane, Manor, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available to answer any questions posed by the City Council.

Interim City Manager Dunlop discussed the proposed annexation.

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

There was no further discussion.

**Motion to close carried 6-0**

## **CONSENT AGENDA**

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

- **February 2, 2022, City Council Regular Meeting;**
- **February 23, 2022, City Council Called Special Executive Session; and**
- **February 23, 2022, City Council Called Special Session**

**MOTION:** Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua, to approve the Consent Agenda.

There was no further discussion.

**Motion to approve carried 6-0**

## **REGULAR AGENDA**

### **3. First Reading: Consideration, discussion, and possible action on an ordinance annexing of 5.796 acres of land, more or less, located in Travis County, including the abutting streets, roadways, and rights-of-way into the corporate limits of Manor, Texas, at the request of the property owner, approving an agreement for the provision of services for the annexed area and providing for other related matters.**

The city staff recommended that the City Council approve the first reading of an ordinance annexing of 5.796 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.

Interim City Manager Dunlop discussed the proposed annexation.

John Kerr, 11712 Arnham Lane, Manor, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available to answer any questions posed by the City Council.

Ordinance No.: An Ordinance of The City of Manor, Texas Annexing 5.796 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 Weir and seconded by Council Member Moreno, to approve the first reading of an ordinance annexing of 5.796 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.

There was no further discussion.

**Motion to approve carried 6-0**

**4. Consideration, discussion, and possible action to award a Construction Contract for the Cottonwood Creek Phase 2 Wastewater Collection System Improvements to R Construction Civil, LLC in the amount of \$697,645.**

The city staff recommended that the City Council approve an award a Construction Contract for the Cottonwood Creek Phase 2 Wastewater Collection System Improvements to R Construction Civil, LLC in the amount of \$697,645.

City Engineer Phelan discussed the proposed construction contract and bid process.

Discussion was held regarding previous construction projects for R Construction Civil, LLC.

**MOTION:** Upon a motion made by Council Member Amezcua and seconded by Mayor Pro Tem Hill, to approve an award a Construction Contract for the Cottonwood Creek Phase 2 Wastewater Collection System Improvements to R Construction Civil, LLC in the amount of \$697,645.

There was no further discussion.

**Motion to approve carried 6-0**

**5. Consideration, discussion, and possible action on future TIRZs regarding master communities, housing affordability, retail and library or community center.**

Mayor Harvey discussed the possibility of future TIRZs regarding master communities, housing affordability, retail and library or community center.

Mayor Harvey recommended for city staff to move forward with TIRZs opportunities for the city and bring back to council to present options before December 31, 2022.

Mayor Harvey opened the floor for discussion.

Discussion was held regarding retail opportunities for the city.

Discussion was held regarding additional time for item to be discussed.

Discussion was held regarding a plan for TIRZs opportunities in the city.

Council Member Amezcua stepped away from the dais due to personal situation.

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace, to direct staff to look into TIRZ process and give council recommendations.

There was no further discussion.

**Motion to approve carried 5-0**

Council Member Amezcua returned to the dais.

Mayor Harvey adjourned the special session of the Manor City Council into Executive Session at 7:40 p.m. on Tuesday, March 1, 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 Consultation with Attorney and Section 1.05, Texas Disciplinary Rules of Professional Conduct - Regarding pending litigation, specifically Cause No. D-1-GN-21-007391; City of Manor, Texas v. Travis County Emergency Services District No. 12, In the 98th District Court, Travis County, Texas; and Section 551.074 (Personnel Matters) to interview and consider the appointment of an applicant to the position of City Manager at 7:40 p.m. on Tuesday, March 1, 2022.*

The Executive Session was adjourned at 8:42 p.m. on Tuesday, March 1, 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 8:42 p.m. on Tuesday, March 1, 2022.

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

**MOTION:** Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to direct legal counsel to proceed as discussed in Executive Session in the matter of City of Manor, Texas v. Travis County Emergency Services District No. 12, In the 98th District Court, Travis County, Texas.

There was no further discussion.

**Motion to approve carried 6-0**

**ADJOURNMENT**

The Special Session of the Manor City Council Adjourned at 8:43 p.m. on Tuesday, March 1, 2022.

These minutes approved by the Manor City Council on the 16<sup>th</sup> day of March 2022. *(Audio recording archived)*

**APPROVED:**

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Dr. Christopher Harvey  
Mayor

**ATTEST:**

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Lluvia T. Almaraz, TRMC  
City Secretary