



**CITY COUNCIL
REGULAR SESSION MINUTES
JANUARY 15, 2025**

**This meeting was live-streamed on Manor's YouTube Channel
You can access the meeting at <https://www.cityofmanor.org/page/livestream>**

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
Deja Hill, Place 6

CITY STAFF:

Scott Moore, City Manager
Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Scott Jones, Economic Development Director
Tracey Vasquez, HR Director
Maria Mireles, HR Specialist
Yalondra V. Santana, Heritage & Tourism Manager
Michael Burrell, Interim Development Services Director
Mathew Woodard, Public Works Director
Phil Green, IT Director
Veronica Rivera, 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 Harvey at 7:05 p.m. on Wednesday, January 15, 2025, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

INVOCATION

Rev. Dr. Adolphus Anderson, with Park Springs Baptist Church gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Harvey led the Pledge of Allegiance.

EVENTS/ANNOUNCEMENTS

A. MLK Day Event, Monday, January 20, 2025, at Jennie Lane Park, 104 E. Rector St. Manor, Texas.

Heritage & Tourism Manager V. Santana invited everyone to the MLK Day Event on Monday, January 20, 2025. She stated that the location might change due to the weather forecast, but the public will be notified in advance.

PUBLIC COMMENTS

No one appeared at this time.

CONSENT AGENDA

At the request of Mayor Harvey, Item No. 5 was pulled from the agenda.

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

- December 18, 2024, City Council Regular Meeting
- December 18, 2024, City Council Workshop
- December 26, 2024, City Council Called Special Session
- January 7, 2025, City Council Called Special Session
- January 11, 2025, City Council Workshop

2. Consideration, discussion, and possible action on accepting the 2025 First Quarter City Council Committee Reports.

3. Consideration, discussion, and possible action on accepting the December 2024 City Council Monthly Reports.

4. Consideration, discussion, and possible action on accepting the December 2024 Departmental Reports.

- Finance – Belen Peña, Finance Director
- Police – Ryan Phipps, Chief of Police
- Travis County ESD No. 12 – Chris McKenzie, Interim Fire Chief
- Economic Development – Scott Jones, Economic Development Director

- Development Services – Michael Burrell, Interim Development Services Director
- Community Development – Yalondra V. Santana, Heritage & Tourism Manager
- Municipal Court – Sofi Duran, Court Administrator
- Public Works – Matt Woodard, Director of Public Works
- Human Resources – Tracey Vasquez, HR Manager
- IT – Phil Green, IT Director
- Administration – Lluvia T. Almaraz, City Secretary

~~5. Consideration, discussion, and possible action on a thirty-foot wide Water and Wastewater Utility Easement being a portion of Lots 1A and 2A, Block B, Replat of Las Entradas North Section 1, Lot 1, Block B, an addition in the City of Manor, in Travis County, Texas.~~

6. Consideration, discussion, and possible action on a Purchase Agreement with Plata Holding, LLC for a Public Utility Easement for Parcel No. 4.

7. Consideration, discussion, and possible action on a Resolution making available to members of the City Council the services offered by AFLAC and authorizing payroll deductions for participating Council members.

Resolution No. 2025-01: A Resolution of the City of Manor, Texas, Making Available to Members of the City Council the Services Offered by Aflac and Authorizing Payroll Deductions For Participating Council Members.

8. Consideration, discussion, and possible action on the Social Media Use and Regulations for the City of Manor.

MOTION: Upon a motion made by Council Member Wallace and seconded by Mayor Pro Tem Emily Hill to approve the consent agenda as presented.

There was no further discussion.

Motion to approve carried 7-0

REGULAR AGENDA

9. Consideration, discussion, and possible action on the City of Manor participation in the Central Texas Learning Festival.

The city staff recommended that the City Council approve the City of Manor's participation in the Central Texas Learning Festival.

Heritage and Tourism Manager Valderra discussed the proposed Central Texas Learning Festival participation. The attached PowerPoint presentation was presented.

Mayor Harvey discussed the opportunity to participate in the festival.

A discussion was held on how the city would host the events.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to approve the City of Manor's participation in the Central Texas Learning Festival.

There was no further discussion.

Motion to approve carried 7-0

10. Consideration, discussion, and possible action on an Ordinance accepting 146.920 acres of land, more or less, being located in Travis County, Texas into the extraterritorial jurisdiction of the City of Manor, Texas, at the request of the property owner; and providing for open meetings and other related matters.

The city staff recommended that the City Council approve Ordinance No. 774 accepting 146.920 acres of land, more or less, being located in Travis County, Texas into the extraterritorial jurisdiction of the City of Manor, Texas, at the request of the property owner; and providing for open meetings and other related matters.

Interim Development Services Director Burrell discussed the proposed petition.

Ordinance No. 774: An Ordinance of the City of Manor, Texas Acceptng 146.920 Acres of Land, More or Less, Being Located in Travis County, Texas Into the Extraterritorial Jurisdiction of the City of Manor, Texas, at the request of the Property Owner; and Providing for Open Meetings and Other Related Matters.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Weir to approve Ordinance No. 774 accepting 146.920 acres of land, more or less, being located in Travis County, Texas into the extraterritorial jurisdiction of the City of Manor, Texas, at the request of the property owner; and providing for open meetings and other related matters.

There was no further discussion.

Motion to approve carried 7-0

11. Consideration, discussion, and possible action on a Resolution accepting the petition for voluntary annexation of 146.920 acres, more or less, being located in Travis County, Texas, and adjacent and contiguous to the city limits, providing for an open meeting, and other related matters.

The city staff recommended that the City Council approve Resolution No. 2025-02 accepting the petition for voluntary annexation of 146.920 acres, more or less, being located in Travis County, Texas, and adjacent and contiguous to the city limits, providing for an open meeting, and other related matters.

Interim Development Services Director Burrell discussed the proposed annexation petition.

Resolution No. 2025-02: A Resolution of The City of Manor, Texas, Accepting the Petition for Annexation of 146.920 Acres of Land, More or Less; Being Located in Travis County, Texas and Adjacent And Contiguous to the City Limits; and Providing for Open Meetings and Other Related Matters.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Weir to approve Resolution No. 2025-02 accepting the petition for voluntary annexation of 146.920 acres, more or less, being located in Travis County, Texas, and adjacent and contiguous to the city limits, providing for an open meeting, and other related matters.

There was no further discussion.

Motion to approve carried 7-0

12. Consideration, discussion, and possible action approving an engagement letter agreement for an appraiser for the Mustang Valley Public Improvement District (PID).

The city staff recommended that the City Council approve the selection of Flato Realty Advisors, LLC as the appraiser for the Mustang Valley PID and authorize the City Manager to enter and execute the engagement letter for appraisal services with Flato Realty Advisors, LLC.

Assistant City Attorney Rivera discussed the proposed engagement letter.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Moreno to approve the selection of Flato Realty Advisors, LLC as the appraiser for the Mustang Valley PID and authorize the City Manager to enter and execute the engagement letter for appraisal services with Flato Realty Advisors, LLC.

There was no further discussion.

Motion to approve carried 7-0

13. Consideration, discussion, and possible action on the appointment of two (2) Public Tree Care Advisory Board P&Z Commission Members to serve a two-year term.

The city staff recommended that the City Council appoint Julie Leonard and Felix Paiz, P&Z Commission Members, to the Public Tree Care Advisory Board for a two-year term.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to appoint Julie Leonard and Felix Paiz, P&Z Commission Members, to the Public Tree Care Advisory Board for a two-year term.

There was no further discussion.

Motion to approve carried 7-0

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 7:35 p.m. on Wednesday, January 15, 2025, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The Manor City Council convened into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in *Section 551.074, Texas Government Code, to deliberate the evaluation of personnel in the Administrative department regarding Communications and Marketing; Section 551.071 and 551.072, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the purchase of the Zalaram property a 0.568 acre tract of land; Section 551.072, Deliberations regarding Real Property; and Section 551.087 Deliberations regarding Economic Development Negotiations at 7:35 p.m. on Wednesday, January 15, 2025.*

The Executive Session was adjourned at 8:41 p.m. on Wednesday, January 15, 2025.

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 the Closed Executive Session at 8:41 p.m. on Wednesday, January 15, 2025.

14. Consideration, discussion, and possible action on a resolution authorizing the purchase and closing of a tract of real property consisting of 0.56 acres, more or less, located in Travis County, Texas for \$146,394, plus closing costs, title insurance cost, providing for approval of the purchase and sale agreement, and an amendment to the agreement; and providing for related matters.

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The City staff recommended that the City Council approve Resolution No.2025-03 authorizing the purchase and closing of a tract of real property consisting of 0.56 acres, more or less, located in Travis County, Texas for \$146,394, plus closing costs, title insurance cost, providing for approval of the purchase and sale agreement and an amendment to the agreement; and providing for related matters; and authorize the City Manager to execute the purchase agreement and all necessary documents to close on the purchase of the property.

Resolution No. 2025-03: A Resolution of the City of Manor, Texas, Authorizing the Purchase and Closing of a Tract of Real Property Consisting of 0.56 Acres, More or Less, Located in Travis County, Texas for \$146,394 Plus Closing Costs Title Insurance Cost; Providing for Approval of the Purchase and Sale Agreement and an Amendment to the Agreement; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Weir to approve Resolution No.2025-03 authorizing the purchase and closing of a tract of real property consisting of 0.56 acres, more or less, located in Travis County, Texas for \$146,394, plus closing costs, title insurance cost, providing for approval of the purchase and sale agreement and an amendment to the agreement; and providing for related matters; and authorize the City Manager to execute the purchase agreement and all necessary documents to close on the purchase of the property.

There was no further discussion.

Motion to approve carried 7-0

ADJOURNMENT

The Regular Session of the Manor City Council was Adjourned at 8:43 p.m. on Wednesday, January 15, 2025.

The Manor City Council approved these minutes on the 5th day of February 2025.

APPROVED:

Dr. Christopher Harvey
Mayor

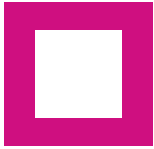
ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Central Texas (CTX)
Learning Festival
Mar 5 - Mar 9, 2025



Meeting Goals



Festival Planning Status



CTX + Partner Promotion activities



What's Next...



Q & A

Central Texas Learning Festival

**An opportunity to collectively
celebrate learning in all its forms
across Central Texas**

Vision

Central Texas has a vibrant culture of learning that supports stronger communities and greater economic opportunity for all.

Mission

Foster a culture of learning in our Central Texas communities through formal and informal learning experiences for both adults and youth.

Build A Culture of Learning

2024 Central Texas Learning Festival

6 days

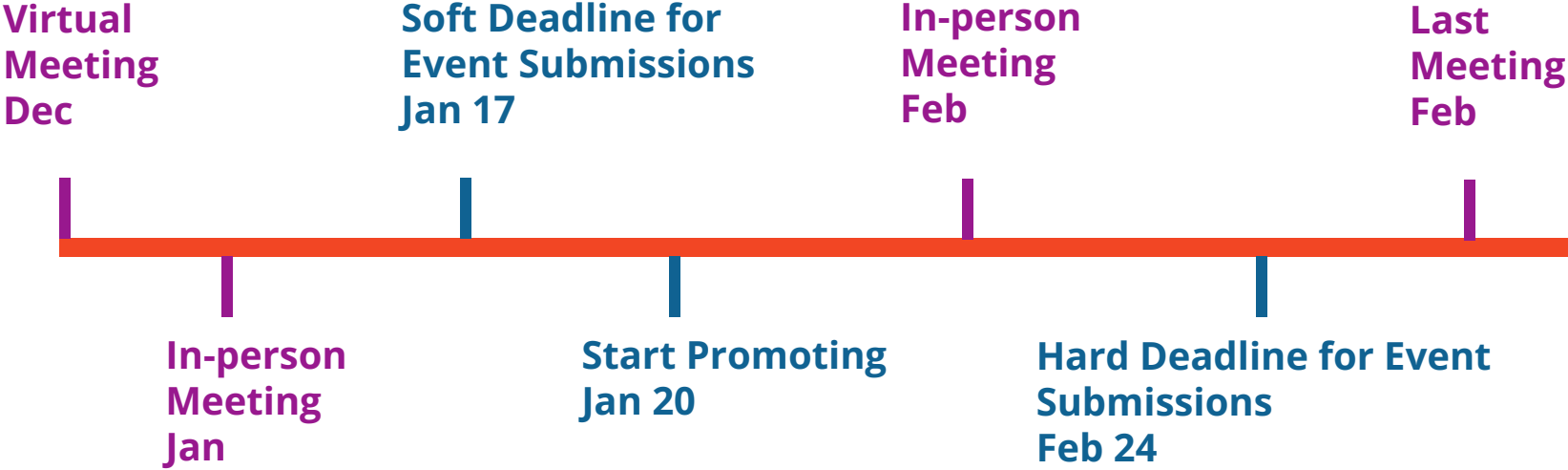
3,500 square miles

260+ learning experiences

thanks to 50+ partners



CTX Learning Fest 2025 — Projected Timeline



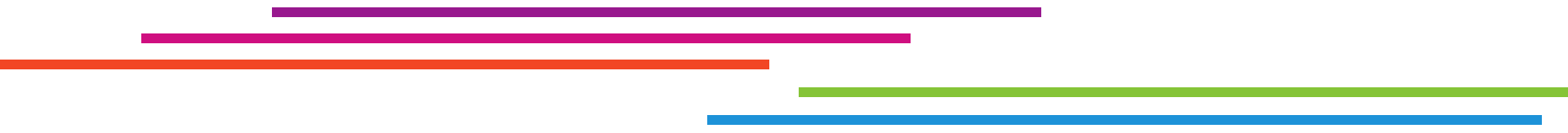
CTX Learning Fest 2025
March Wed 5th - Sun 9th

ADD your learning
experiences for the
**2025 CTX Learning
Festival Calendar!**



<https://forms.gle/TXR6vLEjF3v9YA7h8>

<https://ctxlearningfestival.com>



Want to get connected? Join the Directory!

In need of a space for your learning experience?

Have space to offer?

Want to get connected with other partners?

Groups offering free spaces
Georgetown, Pflugerville,
North, Central & South Austin,
Smithville + more!



<https://forms.gle/3EyirpV5oGqE5xdc6>

Partner Engagement **NOW** for the CTX Festival

ADD your event or learning experience to the so we can highlight through our networks

- Connect with CTX Learning Festival Social Media

Facebook: **@ctxlearningfestival**

Instagram: **@ctx.learningfestival**

- Post about your participation in the Festival
- Connect your partner network to the Festival

People - Partners - Places



<https://forms.gle/TXR6vLEjF3v9YA7h8>

Partner Engagement **January - March** for the CTX Festival

COLLECTIVE PROMOTION JANUARY 20

Promote your partnership and learning experiences and the festival

Post - Tag - Like - Share

- Weekly post suggestion with messaging through calendar invite
“Reminder Post for Week 1 - Jan 20...”
- Link to Media Resources with the weekly post/message suggestion
- <https://ctxlearningfestival.com/>

What else should be included to support your media needs?

Updates and NEXT

January Meetings

Virtual - Poll - Week of January 13

February Person Meetings -TBD - LAST MEETINGS

SXSW EDU - Booth and NextStage (Show & Tell)

Free and Open day March 5

Committees - update

What we still don't know:

How to incentivize people to attend Festival and more than one event?

Final plan to track Festival reach and track the festival impact?

Open Discussion

Questions about Submission Form?
Ideas? Comments?





Central TX Leaning Festival at Manor

March 8, 2025

What is Central Texas Learning Festival?

- An opportunity to collectively celebrate learning in all its forms across Central Texas
- Opportunity to partner with over 50 organizations
- Be part of 260+ learning experiences in central TX
- Foster a culture of learning in our communities through formal and informal learning experiences for both adults and youth.

Manor's Role

We offer a platform where community leaders, organizations, programs, and partners can host **free educational experiences** centered around eight foundational principles, each designed to foster a stronger, more resilient community:

- **Safety:** Creating environments that prioritize physical and emotional security, promoting community well-being through safe practices, policies, and initiatives.
- **Finance:** Empowering individuals and organizations with the knowledge and resources to achieve financial literacy, stability, and growth, through workshops on budgeting, investing, and managing resources.
- **Health & Wellness:** Supporting holistic well-being by offering educational resources that focus on physical, mental, and emotional health, encouraging balanced lifestyles and access to wellness services.

Manor's Role

- **Education:** Providing learning opportunities that strengthen academic and vocational skills, helping individuals of all ages to achieve personal growth and success through education.
- **Recreation:** Promoting active lifestyles through recreational activities and programs, ensuring individuals and families have access to fun, healthy, and social opportunities.
- **Workforce:** Preparing community members for success in the workforce by offering skills training, job readiness workshops, and resources for career advancement and entrepreneurship.
- **Development:** Fostering community development through initiatives that improve infrastructure, provide job training, and offer resources for personal and professional growth.
- **Community Engagement:** Encouraging active participation and collaboration among residents, organizations, and local leaders, strengthening the community fabric through collective action and shared vision.



Contact us to get involved!

Yalondra M. Valderrama Santana,

Heritage & Tourism Manager

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