



**CITY COUNCIL
CALLED SPECIAL SESSION MINUTES
MARCH 4, 2024**

This meeting was live-streamed on Manor's YouTube Channel
<https://www.youtube.com/@cityofmanorsocial/streams>

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
Scott Dunlop, Development Services Director
Scott Jones, Economic Development Director
Matthew Woodard, Public Works Director
Tracey Vasquez, HR Director
Yalondra Valderrama Santana, Heritage & Tourism Manager
Pauline Gray, P.E., City Engineer
Veronica Rivera, Assistant City Attorney
Gregory Miller, Bond Counsel

REGULAR 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 7:03 p.m. on Monday, March 4, 2024, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

INVOCATION

Council Member Wallace gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Harvey led the Pledge of Allegiance.

PROCLAMATION

Mayor Harvey read and presented a proclamation declaring the month of March, as “*Women’s History Month*”.

PUBLIC COMMENTS

Robert Battaile, 502 E. Eggleston St., Manor, Texas, submitted a speaker card and expressed his concerns and opposition to Agenda Items No. 3,4,6 and 8.

Kay Forsythe, 710 N. Lexington St., Manor, Texas, submitted a speaker card and expressed her concerns regarding the Mayor’s Ball.

Debbie Young, 11712 Pillion Pl., Manor, Texas, submitted a speaker card and supported Agenda Item No. 7, allowing Metal Detection in Manor’s public parks.

No one else appeared at this time.

CONSENT AGENDA

1. Consideration, discussion, and possible action to approve the City Council Minutes of February 21, 2024, City Council Regular Meeting.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Weir to accept and approve the Consent Agenda.

There was no further discussion.

Motion to approve carried 7-0

REGULAR AGENDA

2. Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning the Dominion development, one (1) lot on 15.42 acres, more or less, and being located at 12200 Tower Rd, Manor, TX from (IN-1) Light Industrial to (MF-2) Multifamily – 25.

Applicant: Dominion; Owner: Kenneth Tumlinson

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The city staff recommended that the City Council approve the second and final reading of Ordinance No. 732 rezoning the Dominion development, one (1) lot on 15.42 acres, more or less, and being located at 12200 Tower Rd, Manor, TX from (IN-1) Light Industrial to (MF-2) Multifamily – 25.

David D’Amelio, with Dominion 4835 LBJ Frwy., Dallas, Texas, presented the attached PowerPoint presentation.

The topic of discussion was the following:

- Development Agreement
- Negotiate memorandum of Understanding
- Selection of Lender and Investor
- Bond Allocation
- Building Permits
- Closing

Neal M. Route with Dominion 4835 LBJ Frwy., Dallas, 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.

Andy Graham with Kimley-Horn 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. 732: An Ordinance of The City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Light Industrial (IN-1) to Multi-Family 25 (MF-2); Making Findings of Fact; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Weir to approve the second and final reading of Ordinance No. 732 rezoning the Dominion development, one (1) lot on 15.42 acres, more or less, and being located at 12200 Tower Rd, Manor, TX from (IN-1) Light Industrial to (MF-2) Multifamily – 25.

There was no further discussion.

Motion to approve carried 7-0

- 3. Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning Lots 8-10, Block 68, Town of Manor, locally known as 104 East Townes St., from Single Family Suburban (SF-1) to Townhome (TH).
*Applicant: Development and Consulting Bridgeway LLC.; Owner: Carlos Moyeda***

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The city staff recommended that the City Council approve the second and final reading of Ordinance No. 733 rezoning Lots 8-10, Block 68, Town of Manor, locally known as 104 East Townes St., from Single Family Suburban (SF-1) to Townhome (TH).

Development Services Director Dunlop discussed the proposed rezoning request.

Ordinance No. 733: An Ordinance of The City of Manor, Texas, Amending the Zoning Ordinance by Rezoning A Parcel of Land From Single Family Suburban (SF-1) to Townhome (TH); Making Findings of Fact; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to approve the second and final reading of Ordinance No. 733 rezoning Lots 8-10, Block 68, Town of Manor, locally known as 104 East Townes St., from Single Family Suburban (SF-1) to Townhome (TH).

There was no further discussion.

Motion to approve carried 7-0

4. Consideration, discussion, and possible action on an ordinance amending the Manor Code of Ordinances Appendix A Fee Schedule by establishing special events permit fees.

The city staff recommended that the City Council approve Ordinance No. 734 amending Manor Code of Ordinances Appendix A Fee Schedule by Establishing Special Events Permit Fees as presented.

Heritage & Tourism Manager Valderrama discussed the proposed special event permit fee ordinance.

A discussion was held regarding the addition of a clause for special circumstances.

Assistant City Attorney Rivera clarified that the amendment ordinance was only for the fee schedule and that the city's code should have a clause. She asked for additional time to review and confirm.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Moreno to table the item until after Agenda Item No. 8.

There was no further discussion.

Motion to table carried 7-0

5. Consideration, discussion, and possible action on a change order to the construction contract for the One-Time BCT Funded Paving Improvements project.

The city staff recommended that the City Council approve Change Order No. 1 for the One-Time BCT Funded Paving Improvements project in the amount of \$69,334.65.

City Engineer Gray discussed the proposed change order request.

A discussion was held regarding the purpose of extending Lexington Street for safety purposes.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to approve Change Order No. 1 for the One-Time BCT Funded Paving Improvements project in the amount of \$69,334.65.

There was no further discussion.

Motion to approve carried 7-0

Mayor Pro Tem Emily Hill stepped away from the dais for personal reasons.

6. Consideration, discussion, and possible action on a Memorandum of Understanding (MOU) agreement between the City of Manor and the Pflugerville Independent School District (PFISD).

The city staff recommended that the City Council approve the MOU agreement between the City of Manor and Pflugerville Independent School District and authorize the City Manager to execute the MOU agreement.

HR Director Vasquez discussed the proposed MOU with Pflugerville ISD.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Wallace to approve the MOU agreement between the City of Manor and Pflugerville Independent School District and authorize the City Manager to execute the MOU agreement.

There was no further discussion.

Motion to approve carried 7-0

7. Consideration, discussion, and possible action on a Metal Detecting Ordinance establishing regulations for the City of Manor.

The city staff recommended that the City Council give direction on changing the ordinance to no metal detection or suggestions on making an ordinance and permitting procedures within the guidelines of federal and state laws.

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Public Works Director Woodard discussed the state regulations for metal detecting and municipalities' responsibilities. He discussed other municipalities' ordinances that had specific rules regarding metal detection.

Debbie Young, 11712 Pillion Pl., Manor, Texas, submitted a speaker card supporting this item.

Allen Ambuhl, 11712 Pillion Pl., Manor, Texas, submitted a speaker card supporting this item.

A discussion was held regarding the clarification of state requirements.

The City Council directed staff to provide different options to be considered at a later date.

8. Consideration, discussion, and possible action on a Resolution submitting a list of city projects for future Community Project Funding.

The city staff recommended that the City Council approve Resolution No. 2024-05 authorizing Mayor Harvey to submit the city's letter of support to Congressman Michael McCaul seeking financial support for the city's Community Project Funding priorities.

City Manager Moore discussed the proposed Resolution and the letter of support to Congressman McCaul regarding community project funding.

A discussion was held regarding the request for additional letters of support from Senator Sara Eckhardt and State Representative Sheryl Cole.

Resolution No. 2024-05: A Resolution of The City Council of The City of Manor, Texas, Authorizing the Filing of Community Project Funding Applications for Energy and Water Development, and Transportation, and Housing and Urban Development; and Authorizing the City Manager to Act as the Grantee's Authorized Official in all Matters Pertaining to the City's Participation Community Project Funding Grant Submittal Process.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir to approve Resolution No. 2024-05 authorizing Mayor Harvey to submit the city's letter of support to Congressman Michael McCaul seeking financial support for the city's Community Project Funding priorities.

There was no further discussion.

Motion to approve carried 7-0

At the direction of Mayor Harvey, Item No. 4 was brought back for consideration.

4. Consideration, discussion, and possible action on an ordinance amending the Manor Code of Ordinances Appendix A Fee Schedule by establishing special events permit fees.

The city staff recommended that the City Council approve Ordinance No. 734 amending Manor Code of Ordinances Appendix A Fee Schedule by Establishing Special Events Permit Fees as presented.

Assistant City Attorney Rivera confirmed that the clause for special circumstances was in the city code Section 1.12.06-Special Events, which clarified that the City Manager may, at his/her discretion, issue a permit authorizing a special event in a city park.

Ordinance No. 734: An Ordinance of The City of Manor, Texas, Amending Manor Code of Ordinances Appendix A Fee Schedule by Establishing Special Events Permit Fees; Providing for an Effective Date, Savings, Severability, and Open Meetings Clauses; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to approve Ordinance No. 734 amending Manor Code of Ordinances Appendix A Fee Schedule by Establishing Special Events Permit Fees as presented.

There was no further discussion.

Motion to approve carried 7-0

Mayor Harvey adjourned the special session of the Manor City Council into Executive Session at 8:00 p.m. on Monday, March 4, 2024, 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 *Sections 551.071 and 551.072, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel and to deliberate the purchase of real property; and Sections 551.071, and 551.087, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding ShadowGlen development at 8:00 p.m. on Monday, March 4, 2024.*

The Executive Session was adjourned at 8:47 p.m. on Monday, March 4, 2024.

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 8:47 p.m. on Monday, March 4, 2024.

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There was no further discussion, and no action was taken.

ADJOURNMENT

The Special Session of the Manor City Council was Adjourned at 8:47 p.m. on Monday, March 4, 2024.

These minutes were approved by the Manor City Council on March 20, 2024.

APPROVED:

Dr. Christopher Harvey,
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary



DOMINIUM



Development Overview

Zoning

- The site is zoned for industrial use
- The proposed development will establish a buffer zone between the industrial and residential homes
- Marketing efforts on the tract for other uses have proved unsuccessful
- Manor Comprehensive Plan – Mixed Density Neighborhoods
 - The proposed MF-2 zoning aligns with the Mixed Density Neighborhoods uses



Process & Next Steps

Milestones	Start Date	Duration	End Date
Draft and Negotiate the Development Agreement	3/5/2024	45	4/19/2024
Draft and Negotiate Memorandum of Understanding (MOU)	3/5/2024	45	4/19/2024
City Council Action to Approve Development Agreement	5/1/2024	-	5/1/2024
PFC Action to Approve MOU	5/1/2024	-	5/1/2024
Selection of Lender and Investor (PFC Consent Required)	5/1/2024	34	6/4/2024
Receive Bond Allocation	6/4/2024	-	6/4/2024
Due Diligence with Lender and Investor	6/4/2024	150	11/1/2024
Draft and Negotiate Bond and Partnership Documents	6/4/2024	150	11/1/2024
Receive Lender and Investor Commitments	11/1/2024	-	11/1/2024
PFC Meeting to Approve Bond and Partnership Documents	11/6/2024	-	11/6/2024
Receive Building Permit	11/8/2024	-	11/8/2024
Submit Final Transcript to Attorney General Office & Receive Approval	11/8/2024	7	11/15/2024
Financial Closing and Construction Start Date	11/15/2024	-	11/15/2024
180 Day Closing Deadline	12/1/2024	-	12/1/2024







Thank You



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CITY OF
MANOR

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What we do hits H O M E.



DOMINIUM