



**CITY COUNCIL
REGULAR SESSION MINUTES
OCTOBER 20, 2021**

PRESENT:

Dr. Larry Wallace Jr., Mayor

COUNCIL MEMBERS:

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

CITY STAFF:

Scott Dunlop, Interim City Manager
Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Lydia Collins, Director of Finance
Debbie Charbonneau, Heritage and Tourism Manager
Tracey Vasquez, HR Manager
Michael Tuley, Director of Public Works
Pauline M. Gray, City Engineer
Samuel D. Kiger, P.E., City Engineer
Michael Pachnick, IT Technician

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 7:03 p.m. on Wednesday, October 20, 2021, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

At the direction of Mayor Wallace, Council Member Deja Hill led the Pledge of Allegiance.

PROCLAMATIONS

A. Declaring the week of November 1 – November 5, 2021, as “*Municipal Court Week*”

Mayor Wallace read and presented proclamation to Lydia Collins, Director of Finance.

PUBLIC COMMENTS

No one appeared at this time.

REPORTS

Reports about items of community interest on which no action was taken.

A. C40 Cities

Interim City Manager Dunlop gave an update on C40 Cities regarding sidewalks reporting.

PUBLIC HEARINGS

- 1. Conduct a public hearing on a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).**

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

Mayor Wallace opened the public hearing.

Interim City Manager Dunlop discussed the proposed Planned Unit Development Site Plan rezoning request.

Rachel Shanks with Blackburn Homes presented the attached PowerPoint presentation.

Discussion was held regarding the parkland amenities for the project.

Discussion was held regarding the swimming pool that would only be available to subdivision residents.

Discussion was held regarding the extensions of Gregg Lane.

Discussion was held regarding the timeline for the project.

Discussion was held regarding the amenities that would be provided for the youth.

Discussion was held regarding the trail development and dog park for the community.

Discussion was held regarding the landscaping on the property.

Discussion was held regarding the regulations for planting trees on the development.

Discussion was held regarding the street maintenance on Gregg Lane once extended.

Discussion was held regarding the restrictions on C2 medium commercial development.

Discussion was held regarding the Economic Development Committee involvement.

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

There was no further discussion.

Motion to close carried 6-0

At the direction of Interim City Manager Dunlop, Items 4, 5, and 6 were pulled from the Consent Agenda to be considered under Regular Agenda.

CONSENT AGENDA

- 2. Consideration, discussion, and possible action to approve the City Council Minutes of the September 15, 2021, City Council Regular Meeting.**
- 3. Consideration, discussion, and possible action on the acceptance of the September 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**
- 7. Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 30.8643 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 second and final reading of Ordinance No. 626 annexing 30.8643 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.

Ordinance No 626. An Ordinance of The City of Manor, Texas Annexing 30.8643 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.

8. Second and Final Reading: Consideration, discussion, and possible action on of an ordinance zoning 30.8643 acres of land, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being located at 13119 US Hwy 290 E, Manor, TX to Medium Commercial (C-2) and Multi-Family 25 (MF-2).

Applicant: Jackson Walker, LLP Owner: Manor RV Park, LLC

The City staff recommended that the City Council approve the second and final reading of Ordinance No. 627 zoning 30.8643 acres of land, more or less, out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being located at 13119 US Hwy 290 E, Manor, TX to Medium Commercial (C-2) and Multi-Family 25 (MF-2), with a condition that the use of the property as an RV Park, if developed, shall be a non-conforming use which shall not terminate upon the sale or conveyance of the property or damage to or destruction of the RV Park, but shall terminate only when the RV Park use ceases for a period of 90 consecutive days or longer.

Ordinance No. 627: An Ordinance of The City of Manor, Texas, Amending the Zoning Ordinance by Zoning a Parcel of Land to Medium Commercial (C-2) and Multi-Family 25 (MF-2); Making Findings of Fact; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir, to approve the Consent Agenda and excluding Agenda Items 4,5 and 6 to be postponed to the Special Meeting on Wednesday, October 27, 2021.

Heritage and Tourism Manager Dunlop gave an update on the Sesquicentennial 2022 Calendar of Events.

Discussion was held regarding teen involvement.

Mayor Pro Tem Harvey requested for activities for the 13-17 age groups to be considered.

Discussion was held regarding inclement weather preparations if needed for scheduled events.

Discussion was held regarding clarification on population no's on the Public Works Department Report.

There was no further discussion.

Motion to approve carried 6-0

REGULAR AGENDA

- 4. Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 93.983 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 second and final reading of Ordinance No. 623 annexing 93.983 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.

Ordinance No. 623: An Ordinance of The City of Manor, Texas Annexing 93.983 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.

- 5. Second and Final Reading: Consideration, discussion, and possible action on an ordinance annexing 42.921 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 second and final reading of Ordinance No. 624 annexing 42.921 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.

Ordinance No. 624: An Ordinance of The City of Manor, Texas Annexing 42.921 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.

6. Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning 137 acres, more or less, out of the Sumner Bacon Survey, Abstract No. 63, and being located near the intersection of N. FM 973 and Arnham Lane, Manor, TX to Single Family Standard (SF-2).

Applicant: Carlson, Brigance & Doering, Inc.; Owner: Estate of Mary Ruth Arnold Holley

The City staff recommended that the City Council approve the second and final reading of Ordinance No. 625 rezoning 137 acres, more or less, out of the Sumner Bacon Survey, Abstract No. 63, and being located near the intersection of N. FM 973 and Arnham Lane, Manor, TX to Single Family Standard (SF-2).

Ordinance No. 625: An Ordinance of The City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land to Single Family Standard (SF-2); Making Findings of Fact; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir, to postpone Agenda Items 4, 5 and 6 to the Special Meeting on Wednesday, October 27, 2021.

There was no further discussion.

Motion to approve carried 6-0

9. Consideration, discussion, and possible action on a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).

Applicant: SEC Planning; Owner: Enfield Partners LLC

The City staff recommended that the City Council approve a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD).

Interim City Manager Dunlop discussed the Planned Unit Development Site Plan rezoning request. He stated that the P&Z Commission had not approved the PUD and item will be presented to the P&Z Commission in November for approval.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Emily Hill, to approve a Preliminary Planned Unit Development Site Plan Rezoning request for 135 acres, more or less, out of the Sumner Bacon Survey No. 62, Abstract No. 63, and being located near the intersection of N. FM 973 and Gregg Lane, Manor, TX to Planned Unit Development (PUD) with the condition that Planning and Zoning Commission approves request.

There was no further discussion.

Motion to approve carried 6-0

10. Consideration, discussion, and possible action on a Construction Contract for the FM 973 12" Water Main, CIP W-15 to M&C Fonseca Construction Company, Inc. in the amount of \$400,211.

The City staff recommended that the City Council approve the construction contract for the FM 972 12" Water Main, CIP W-15 to M&C Fonseca Construction Company, Inc. in the amount of \$400,211.

Samuel D. Kiger, City Engineer discussed the proposed construction contract.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Mayor Pro Tem Harvey, to approve the construction contract for the FM 972 12" Water Main, CIP W-15 to M&C Fonseca Construction Company, Inc. in the amount of \$400,211.

Discussion was held regarding the clarification on 12" water lines.

Discussion was held regarding inclusion of overages in the award amount.

There was no further discussion.

Motion to approve carried 6-0

11. Consideration, discussion, and possible action on a Construction Contract for the FM 973 Water and Wastewater Improvements - CIP Projects #W-31 and #S-19 to BRCA, LLC dba Blackrock Construction in the amount of \$648,530.20 for all base bid and alternate bid items B1, C1, D1, D2 and D3.

The City staff recommended that the City Council award a construction contract to BRCA, LLC dba Blackrock Construction in the amount of \$648, 530.20 for all base bid and alternate bid items B1, C1, D1, D2 and D3 for the FM973 Water and Wastewater Improvements.

Pauline M. Gray, P.E., City Engineer discussed the proposed construction contract.

MOTION: Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Wallace, award a construction contract to BRCA, LLC dba Blackrock Construction in the amount of \$648, 530.20 for all base bid and alternate bid items B1, C1, D1, D2 and D3 for the FM973 Water and Wastewater Improvements.

Discussion was held regarding the clarification of cost increase.

There was no further discussion.

Motion to approve carried 6-0

12. Consideration, discussion, and possible action on a Short Form Final Plat for the Hill Lane Industrial Subdivision, two (2) lots on 46.45 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located at 10111 Hill Lane, Manor, TX.

Applicant: Garza EMC; Owner: Butler Family Partnership, Ltd.

The City staff recommended that the City Council approve a Short Form Final Plat for the Hill Lane Industrial Subdivision, two (2) lots on 46.45 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located at 10111 Hill Lane, Manor, TX.

Interim City Manager Dunlop discussed the Short Form Final Plat and discussed items 13 and 14.

At the request of City Council one motion was conducted for Agenda Items 12, 13, and 14.

13. Consideration, discussion, and possible action on a Final Plat for the Lagos Subdivision Phase 3, one hundred fifty-six (156) lots on 43.86 acre, more or less, out of the Calvin Barker Survey No. 38, Abstract 58, and being located near the intersection of Blake Manor Road and Hamilton Point Circle, Manor, TX.

Applicant: Kimley-Horn & Associates, Inc.; Owner: 706 Development Corp. and Pulte Homes of Texas, L.P.

The City staff recommended that the City Council approve a Final Plat for the Lagos Subdivision Phase 3, one hundred fifty-six (156) lots on 43.86 acre, more or less, out of the Calvin Barker Survey No. 38, Abstract 58, and being located near the intersection of Blake Manor Road and Hamilton Point Circle, Manor, TX.

14. Consideration, discussion, and possible action on a Final Plat for the Village at Manor Commons Phase 2, sixty-two (62) lots on 12.79 acres, more or less, out of the Calvin Barker Survey No. 38, Abstract No. 58 and the Greenbury Gates Survey No. 63, Abstract No. 315, and being located near the intersection of Old Hwy 20 and Bella Parkway, Manor, TX.

Applicant: ALM Engineering, Inc.; Owner: Qualico MC, LLC and Chesmar Homes, LLC

The City staff recommended that the City Council approve a Final Plat Final Plat for the Village at Manor Commons Phase 2, sixty-two (62) lots on 12.79 acres, more or less, out of the Calvin Barker Survey No. 38, Abstract No. 58 and the Greenbury Gates Survey No. 63, Abstract No. 315, and being located near the intersection of Old Hwy 20 and Bella Parkway, Manor, TX.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir, approve items 12, 13, and 14.

There was no further discussion.

Motion to approve carried 6-0

15. Acknowledge the resignation of Board of Adjustment Commissioner Chase Mitchell, Place No. 2; and declare a vacancy.

The City staff recommended that the City Council acknowledged the resignation of Board of Adjustment Commissioner Chase Mitchell, Place No. 2; and declare a vacancy.

MOTION: Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Wallace, acknowledged the resignation of Board of Adjustment Commissioner Chase Mitchell, Place No. 2; and declare a vacancy.

There was no further discussion.

Motion to approve carried 6-0

Mayor Wallace adjourned the regular session of the Manor City Council into Executive Session at 7:59 p.m. on Wednesday, October 20, 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 551.074 (Personnel Matters) to deliberate the performance of the City Manager; Interview Candidates for appointments to the Planning and Zoning Commission for Place No's. 2 and 3; and Interview Candidates for appointments to the Board of Adjustment for Place No's 2, 3 and Alternates No's 1 and 2.* at 7:59 p.m. on Wednesday, October 20, 2021.

The Executive Session was adjourned at 9:24 p.m. on Wednesday, October 20, 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 9:24 p.m. on Wednesday, October 20, 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 Mayor Pro Tem Harvey and seconded by Council Member Weir, to appoint Anthony Butler to Place No. 2 term expiring in 2024 and Cresandra Hardeman to Place No. 3 term expiring in 2023 to the Planning and Zoning Commission; and Yolanda Daniels to Place No. 2, Brandon Drayden to Alternate No. 1 and Neal Edwards to Alternate No. 2 to the Board of Adjustment terms expiring in 2023 and for Brandon Drayden to be move to Place No. 3 after vacancy occurs.

There was no further discussion.

Motion to approve carried 6-0

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 551.074 (Personnel Matters) to deliberate the performance of the City Manager* at 9:27 p.m. on Wednesday, October 20, 2021.

The Executive Session was adjourned at 10:23 p.m. on Wednesday, October 20, 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 10:23 p.m. on Wednesday, October 20, 2021.

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

ADJOURNMENT

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Wallace to adjourn.

There was no further discussion.

Motion to adjourn carried 6-0

The Regular Session of the Manor City Council Adjourned at 10:23 p.m. on Wednesday, October 20, 2021.

These minutes approved by the Manor City Council on the 27th day of October 2021.

APPROVED:

Dr. Larry Wallace Jr.
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Draft Minutes



Monarch Ranch

Located at southwest corner of Gregg Lane and FM 973

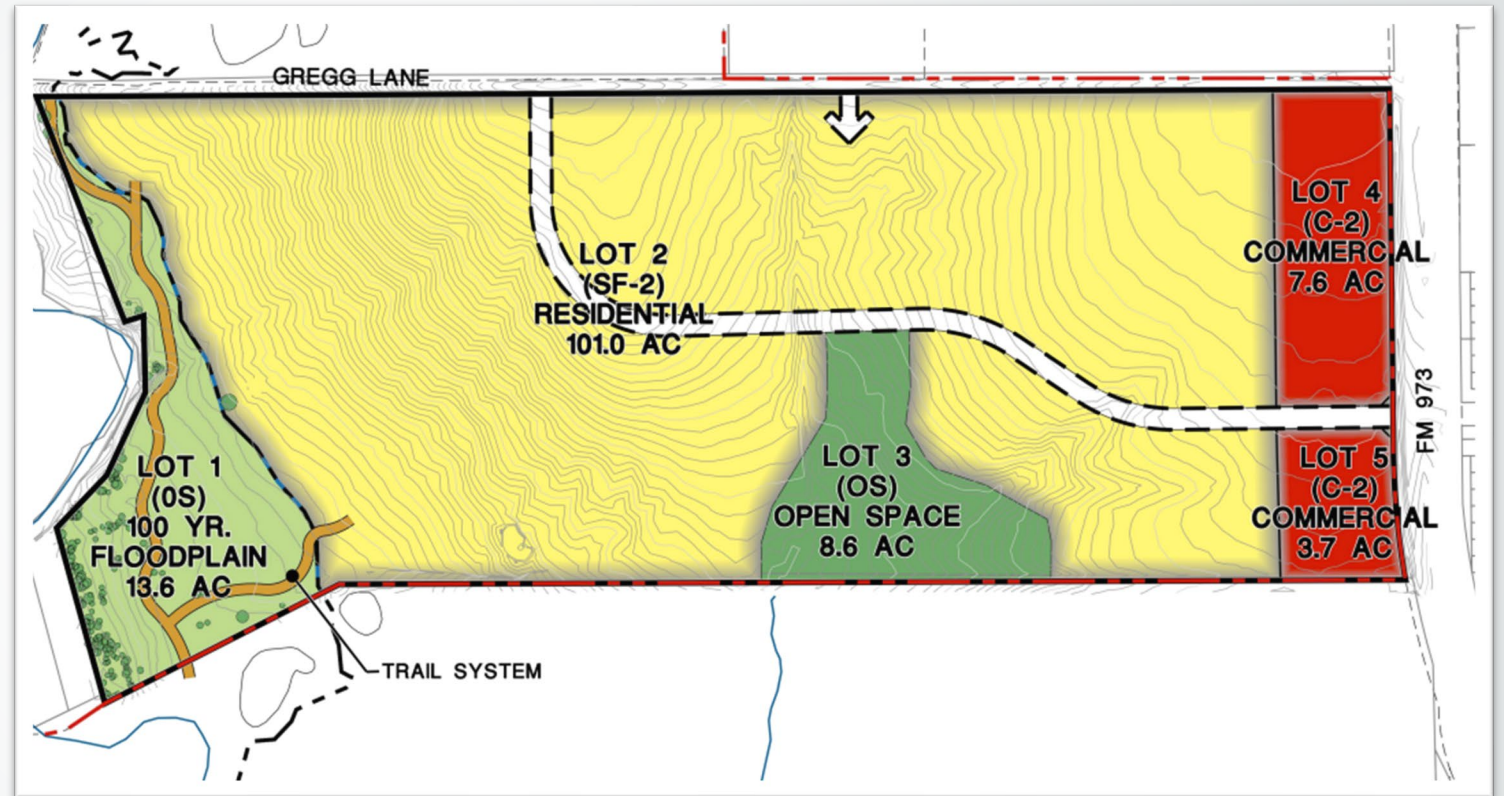
Blackburn Homes



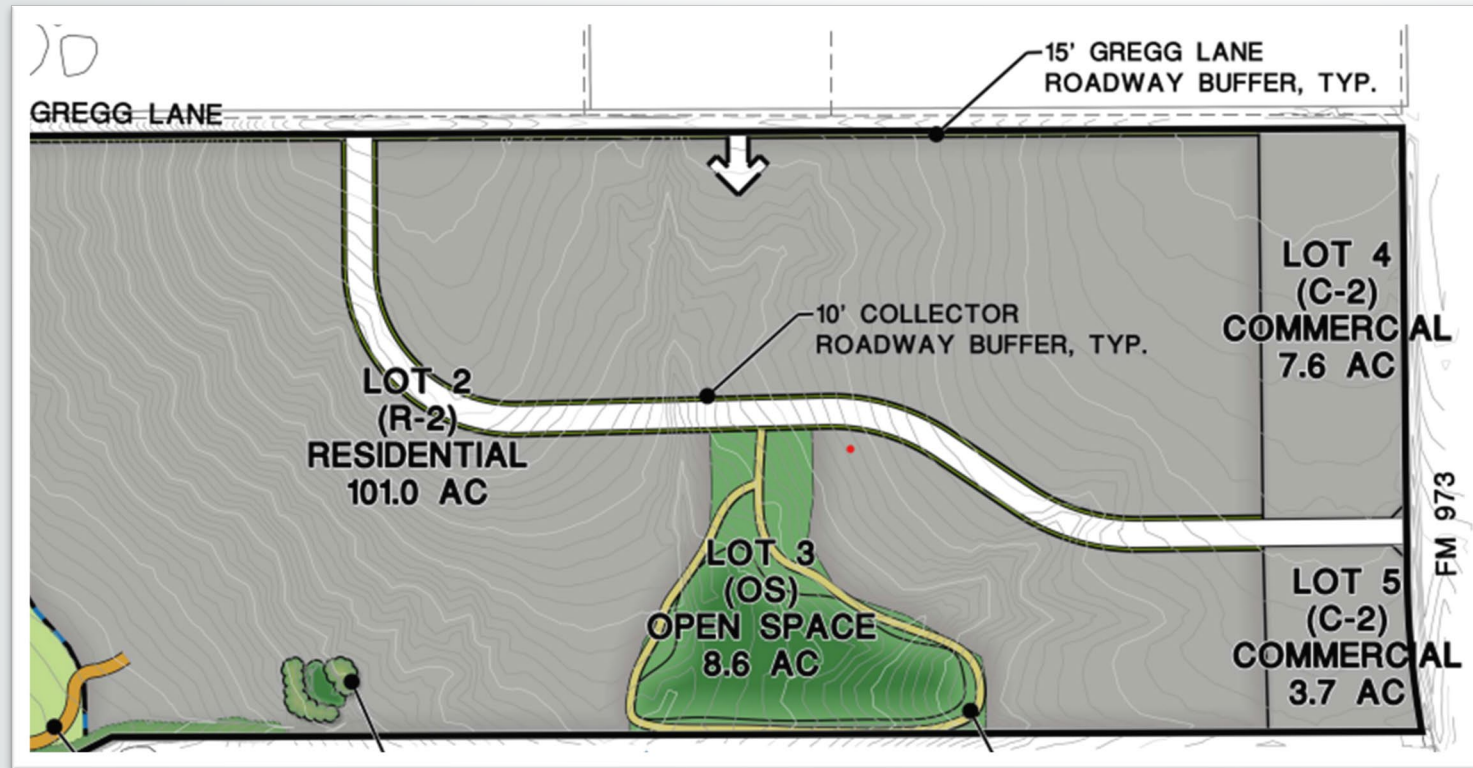
- 1st residential development in the Greater Austin Area:
 - Oaks at Wildwood, Georgetown
- Since 2007:
 - Preserve at Mayfield Ranch
 - Gardens at Mayfield Ranch
 - Diamond Oaks
 - The Crossing at Wells Branch
 - Trails at Blackhawk
 - Brooks Ranch
 - Retreat at Hero Way
 - Heights at San Gabriel

Monarch Ranch

- 134.528 acres
- PUD
 - 123.550 residential acreage
 - 10.978 commercial acreage
- 382 homes
 - Min. lot size is 50'



Connections



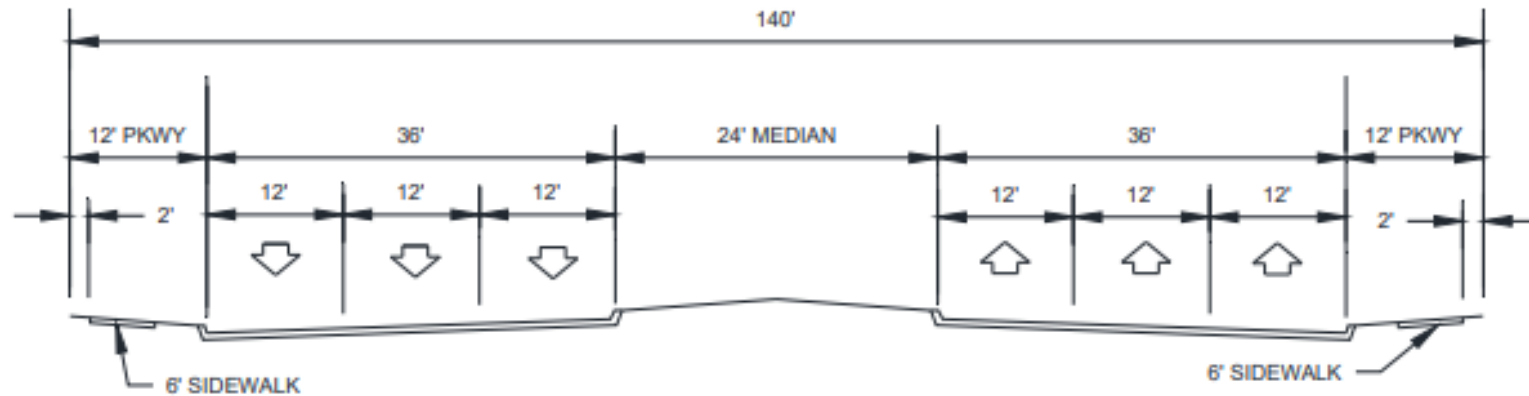
Tinajero Way

- Extending the 64' road from Stonewater Subdivision
- Connecting to the major collector road in the development north of Gregg Lane

Connections

Gregg Lane

- Dedicating 45' ROW to widen Gregg Lane to MAD 6
- Contributing funds for the future expansion

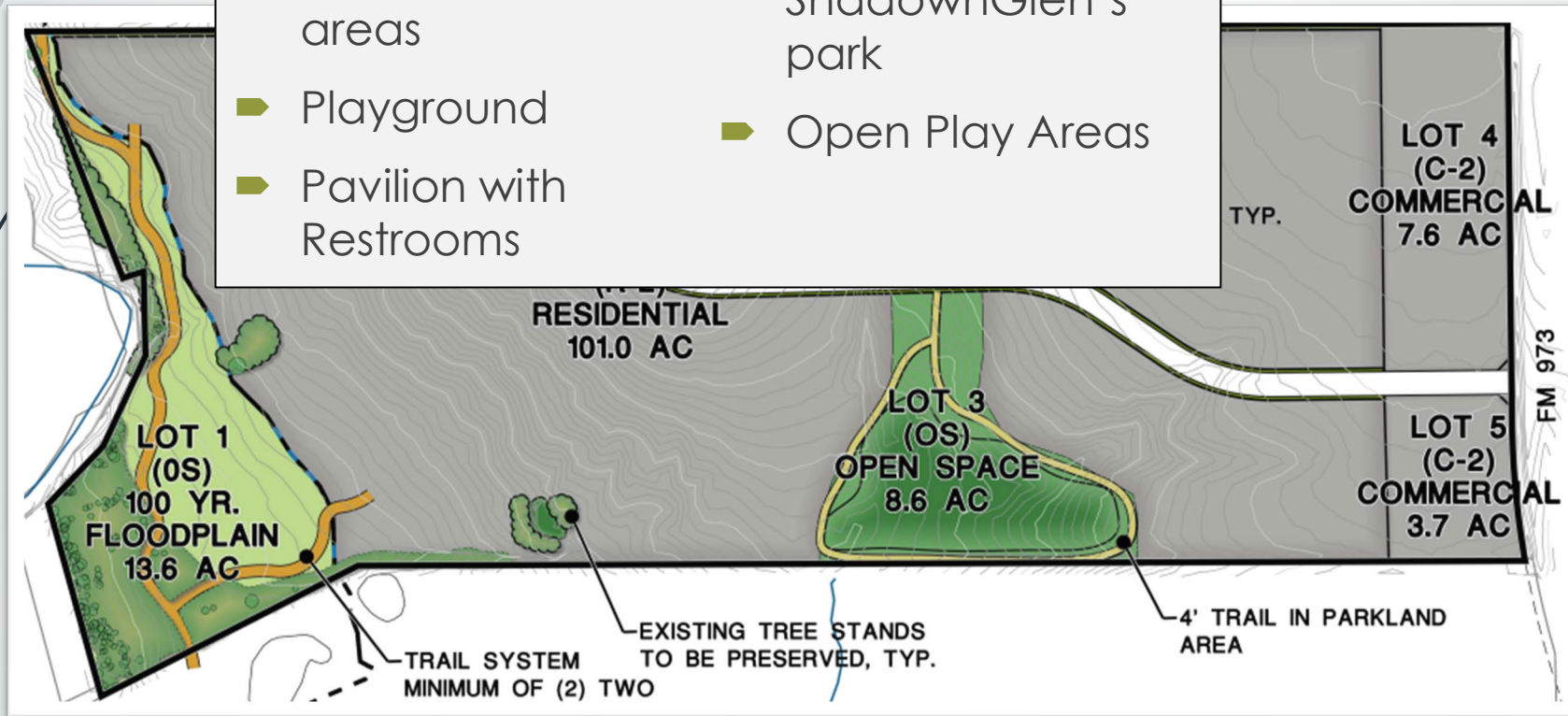


22.2 acres of Open Space/ Parkland

Amenities:

Public Amenities Maintained by the HOA

- Trails with picnic areas
- Playground
- Pavilion with Restrooms
- Dog park
- Concrete trail to connect to ShadownGlen's park
- Open Play Areas



Questions ?

Mark Baker, SEC
Planning, LLC

Rachel Shanks,
Blackburn Homes

A large, stylized graphic of a house roofline in dark blue and light grey, positioned behind the Blackburn Homes logo text.

BLACKBURN
HOMES