



**CITY COUNCIL
REGULAR SESSION MINUTES
AUGUST 19, 2020**

The meeting was live streamed on Manor Facebook Live beginning at 7:00 p.m.
<https://www.facebook.com/cityofmanor/>

PRESENT:

Dr. Larry Wallace Jr., Mayor

COUNCIL MEMBERS:

Emily Hill, Place 1
Maria Amezcua, Place 2
Dr. Christopher Harvey, Place 3
Danny Scarbrough, Place 4
Deja Hill, Mayor Pro Tem, Place 5
Vacant, Place 6

CITY STAFF:

Thomas Bolt, City Manager
Lluvia T. Almaraz, City Secretary
Lydia Collins, Director of Finance
Ryan Phipps, Chief of Police
Scott Dunlop, Assistant Development Services Director
Debbie Charbonneau, Community Development Manager
Mike Tuley, Director of Public Works
Bryan Estrada, Manor Police Officer

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 Jr. at 7:06 p.m. on Wednesday, August 19, 2020, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

Mayor Wallace Jr. led the Pledge of Allegiance.

PROCLAMATIONS

A. Declaring Friday, August 21, 2020 as “*Senior Citizens Day*”

Mayor Wallace Jr. read a proclamation declaring Friday, August 21, 2020, as “*Senior Citizens Day*” to Council Member Emily Hill.

B. Declaring Wednesday, August 26, 2020 as “*Women’s Equality Day*”

Mayor Wallace Jr. read and presented a proclamation declaring Wednesday, August 26, 2020, as “*Women’s Equality Day*” to Mayor Pro Tem Deja Hill.

PUBLIC COMMENTS

No one appeared to speak at this time.

REPORTS

Reports about item of community interest on which no action will be taken.

A. Leadership Manor

Community Development Manager Charbonneau gave an update on the upcoming class of Leadership Manor. She spoke briefly on the agenda and training for the class and all registered participants.

CONSENT AGENDA

1. **Consideration, discussion, and possible action to approve the City Council Minutes of the August 5, 2020, Regular Meeting.**
2. **Consideration, discussion, and possible action on the acceptance of the July 2020 Departmental Reports:**
 - **Police – Ryan Phipps, Chief of Police**
 - **Development Services – Scott Dunlop, Asst. Dev. Services Director**
 - **Community Development – Debbie Charbonneau, Community Development Manager**
 - **Municipal Court – Sarah Friberg, Court Clerk**
 - **Public Works – Michael Tuley, Director of Public Works**
 - **Finance – Lydia Collins, Director of Finance**

MOTION: Upon a motion made by Mayor Pro Tem Deja Hill and seconded by Council Member Emily Hill, to approve and adopt all items on the Consent Agenda.

Mayor Wallace Jr. open the floor for any questions to the motion.

There was no discussion.

Motion to approve carried 6-0

REGULAR AGENDA

3. Consideration, discussion, and possible action on an ordinance amending the Code of Ordinances to create the Public Safety Committee.

The City staff recommended that the City Council approve Ordinance No. 579 amending the Code of Ordinances to create the Public Safety Committee.

Ordinance No. 579: An Ordinance of the City of Manor, Texas, Amending the Code of Ordinances to Create the Public Safety Committee; Providing for Members of the Committee and its Purpose; Providing for Related Matters.

Chief Phipps discussed the Public Safety Committee Ordinance.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Mayor Pro Tem Deja Hill to approve Ordinance No. 579 amending the Code of Ordinances to create the Public Safety Committee.

Mayor Wallace Jr. open the floor for any questions to the motion.

There was no discussion.

Motion to approve carried 6-0

4. Consideration, discussion, and possible action on the appointment of two (2) Public Safety Committee Council Members to serve a one-year term.

The City staff recommended that the City Council appoint two (2) Public Safety Committee Council Members to serve a one-year term.

Chief Phipps discussed the duties of the committee members.

Mayor Wallace Jr. opened the floor for any nominations.

Council Member Dr. Harvey nominated himself.

Council Member Emily Hill nominated herself.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Amezcua, to appoint Council Member Dr. Harvey and Council Member Emily Hill to serve on the Public Safety Committee for a one-year term.

Mayor Wallace Jr. open the floor for any questions to the motion.

There was no discussion.

Motion to approve carried 6-0

5. Consideration, discussion, and possible action on an Interlocal Agreement between the City of Manor and Travis County Sheriff's Office for Emergency Dispatch Services.

The City staff recommended that the City Council approve the Interlocal Agreement between the City of Manor and Travis County Sheriff's Office for Emergency Dispatch/911 Services; and Authorize the Mayor to sign the agreement.

Chief Phipps discussed the Interlocal Agreement with Travis County Sheriff's Office.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Amezcua, to approve the Interlocal Agreement between the City of Manor and Travis County Sheriff's Office for Emergency Dispatch Services.

Mayor Wallace Jr. open the floor for any questions to the motion.

Discussion was held regarding the one-year agreement with Travis County Sheriff's Office.

Discussion was held regarding a future plan for a Dispatch Service Center for the City of Manor.

There was no further discussion.

Motion to approve carried 6-0

6. Consideration, discussion and possible action on Amendment Three (3) to the Interlocal Cooperation Agreement for the Austin Regional Intelligence Center (ARIC) effectively recognizing the five (5) new agencies to the Partner Agency List.

The City staff recommended that the City Council approve the Amendment Three (3) to the Interlocal Cooperation Agreement for the Austin Regional Intelligence Center (ARIC) effectively recognizing the five (5) new agencies to the Partner Agency List; and Authorize the Mayor to sign the agreement.

Chief Phipps discussed the Interlocal Agreement with ARIC.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Amezcua, to approve the Amendment Three (3) to the Interlocal Cooperation Agreement for the Austin Regional Intelligence Center (ARIC) effectively recognizing the five (5) new agencies to the Partner Agency List; and Authorize the Mayor to sign the agreement.

Mayor Wallace Jr. open the floor for any questions to the motion.

Discussion was held regarding the clarification of fees.

There was no further discussion.

Motion to approve carried 6-0

7. Consideration, discussion and possible action on Amendment Three (3) to the Interlocal Cooperation Agreement for Sustainment Funding for the Austin Regional Intelligence Center (ARIC) effectively recognizing the five (5) new agencies to the Partner Agency List.

The City staff recommended that the City Council approve the Amendment Three (3) to the Interlocal Cooperation Agreement for Sustainment Funding for the Austin Regional Intelligence Center (ARIC) effectively recognizing the five (5) new agencies to the Partner Agency List; and Authorize the Mayor to sign the agreement.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Amezcua, to approve the Amendment Three (3) to the Interlocal Cooperation Agreement for Sustainment Funding for the Austin Regional Intelligence Center (ARIC) effectively recognizing the five (5) new agencies to the Partner Agency List; and Authorize the Mayor to sign the agreement.

There was no further discussion.

Motion to approve carried 6-0

8. Consideration, discussion and possible action on a Concept Plan for Presidential Glen Commercial Phase 1, three (3) lots on 5.4 acres, more or less, and being located at US Hwy 290 East and Paseo de Presidente Blvd, Manor, TX.

The City staff recommended that the City Council deny a Concept Plan for Presidential Glen Commercial Phase 1, three (3) lots on 5.4 acres, more or less, and being located at US Hwy 290 East and Paseo del Presidente Blvd., Manor, Texas.

City Manager Bolt stated City Engineer had not reviewed and approved the plan reason for staff's recommendation to deny at this time.

MOTION: Upon a motion made by Council Member Dr. Harvey and seconded by Council Member Emily Hill to deny a Concept Plan for Presidential Glen Commercial Phase 1, three (3) lots on 5.4 acres, more or less, and being located at US Hwy 290 East and Paseo del Presidente Blvd., Manor, Texas.

Mayor Wallace Jr. open the floor for any questions to the motion.

There was no discussion.

Motion to approve carried 6 -0

9. Consideration, discussion, and possible action on a draft Comprehensive Plan Request for Proposal Scope.

City staff recommended that the City Council discuss the attached draft Comprehensive Plan RFP scope.

Mayor Wallace Jr. open the floor for discussion.

Mayor Wallace Jr. requested to include the FM 973 Corridor Plan and the Green Line developments in the Comprehensive Plan.

Discussion was held regarding land uses that would be added to the Comprehensive Plan.

Mayor Pro Tem Deja Hill requested for lighting to be included in the older part of the city.

Discussion was held regarding the Planning and Assessment Base on Public Participation.

Discussion was held regarding Facilities.

Council Member Dr. Harvey requested for Entertainment/Arts be included in the plan.

Discussion was held regarding historic preservations within the city.

Mayor Wallace Jr. requested to add technology needs for the city to the plan.

Council Member Dr. Harvey requested Hotel Conference to be included in the plan.

There was no further discussion.

Mayor Wallace Jr. closed the discussion.

There was no action taken.

10. Consideration, discussion, and possible action on setting public hearings for the FY2020-2021 Proposed Annual Budget and FY2020-2021 Property Tax Rate.

City staff recommended that the City Council set the Public Hearings on the FY2020-2021 Proposed Annual Budget and FY2020-2021 Tax Rate of the City of Manor, Texas for September 2 and September 16, 2020 at 7:00 p.m.

MOTION: Upon a motion made by Council Member Dr. Harvey and seconded by Council Member Emily Hill to set the Public Hearings on the FY2020-2021 Proposed Annual Budget and FY2020-2021 Tax Rate of the City of Manor, Texas for September 2 and September 16, 2020 at 7:00 p.m.

Mayor Wallace Jr. open the floor for any questions to the motion.

There was no discussion

Motion to approve carried 6-0

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 7:48 p.m. on Wednesday, August 19, 2020.

These minutes approved by the Manor City Council on the 2nd day of September 2020.

APPROVED:

Dr. Larry Wallace Jr.
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Article 3: Project Scope

1. **Infrastructure**

Incorporate the current infrastructure in place and recommend goal, policy, and action items for future infrastructure to include Capital Improvements Plan update and service provision to recently annexed areas. Address growth management strategies as it relates to infrastructure, as well as projections for needed items.

2. **Traffic/Transportation**

Review and update the City's 2014 Thoroughfare Plan to include projections for traffic management in relation to future developments of the city.

3. **Current and Future Land Use**

Develop realistic population projections and build-out scenarios utilizing preferred land-use patterns for the City and ETJ. The build-out scenarios shall include land use projections, population densities, development phasing models, and infrastructure improvements as required. Review, analyze and provide the land use and development character goal, policy and action items of the Plan and refine as needed to account for shifting demographics and vision of the community.

4. **290 Corridor Plan, TOD Overlay Plan and Historic Overlay Plan**

Specific focus shall be made to create a US Hwy 290 East corridor plan that provides for consistent and unified development along the corridor including current and future land uses, architectural standards, site design standards, landscaping, and signage.

Implementation policies to create an overlay zone shall be included for Capital Metro's Transit Oriented Development Plan for the half-mile area around their proposed station area identified the Green Line TOD Corridor Plan.

Objectives and action items to implement design standards for Manor's Historic District including current and future land uses, architectural standards, site design standards, landscaping, and signage.

5. **Facilities**

The City is undertaking by separate consultant a review of existing city government facilities and future needs. The work of that review shall be incorporated into the Plan. Additional to that study, this project shall review the needs for community facilities including a library, community center and athletic fields and courts based on population projections.

6. **Parks, Trails and Open Space**

Review and update the City's Hike and Bike Trails Master Plan. Develop a parks and open space plan for the City and ETJ as well as reviewing the City's parkland dedication requirements to align with goals of the parks and open space plan.

7. **Economic Development and Downtown Revitalization Plan**

Review, analyze and update local, state, regional and global factors that influence the future development, redevelopment and growth opportunities within the City of Manor. Specify the economic impacts for major components of the Plan.

Provide strategies and policies for a Downtown Revitalization Plan that spurs economic activity in the historic downtown area including various funding methods, land use changes, and streetscape enhancements.

8. Branding

Create a branding scheme to create an identity for the City. Specify the implementation strategies, key factors, and projects to form a full identity for the future. Items included may be logos, wayfinding, monument signs, event recommendations, and more.

9. Planning and Assessment Based on Public Participation

Create a plan to assess public participation comments to implement the most requested topics in a reasonable and time effective manner that fits within this Comprehensive Plan.

Planning Commission Comments:

- Add sustainability goals throughout each section
- Increase accessibility such as sidewalks in the older part of the city (this is included as part of the TOD plan) and greater multi-modal access like busses
- Ensure that under the Facilities review a community pool and/or splash pad is studied
- In 290 Corridor Plan work to maintain north-south access to limit the city being divided
- In Branding ensure that gateway monumentation and city slogan are reviewed
- In Planning and Assessment Based on Public Participation try to disperse as much as possible community input events into each subdivision. Not all meetings at City Hall, try to have some at the elementary schools or amenity centers.