



**CITY COUNCIL
REGULAR SESSION MINUTES
DECEMBER 2, 2020
Via Telephone/Video Conference
(Zoom Meeting)**

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

Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in person meetings that assemble large groups of people the City Council meeting scheduled for Wednesday, December 2nd, was only open to the public via remote access.

The following instructions were provided to the general public.

Instructions for Public Speaking:

- Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting www.cityofmanor.org where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to publiccomments@cityofmanor.org. Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

Upon receiving instructions to join zoom meeting the following rules will apply:

- All speakers must address their comments to the Mayor rather than to individual Council Members or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed three (3) minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.

Mayor Wallace Jr. advised that all votes would be conducted by a Roll Call Vote, meaning each City Council Member would be called on separately to cast their vote.

PRESENT VIA ZOOM:

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:

Thomas Bolt, City Manager
Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Lydia Collins, Director of Finance
Veronica Rivera, Legislative and General Counsel
Paige Saenz, City Attorney

REGULAR SESSION – 7:00 P.M.

With a quorum of the Council Members present via video/telephone conference, the regular session of the Manor City Council was called to order by Mayor Wallace Jr. at 7:00 p.m. on Wednesday, December 2, 2020.

PLEDGE OF ALLEGIANCE

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

PROCLAMATIONS

A Declaring Monday, December 7, 2020, as “Pearl Harbor Remembrance Day”

Mayor Wallace Jr read a proclamation declaring Monday, December 7, 2020, as “Pearl Harbor Remembrance Day”.

B. Declaring Tuesday, December 15, 2020, as “Bill of Right’s Day”

Mayor Wallace Jr. read a proclamation declaring Tuesday, December 15, 2020, as “Bill of Right’s Day”

PUBLIC COMMENTS

There were no public comments received prior to the meeting.

REPORTS

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

A. Education Committee

Mayor Wallace Jr. discussed the involvement in education within the school district with City Council and possibility of establishing an Education Committee.

Mayor Pro Tem Dr. Harvey discussed the community survey report for the school district.

The discussion was held regarding the positive outcome of the committee if established.

At the direction of Mayor Wallace Jr., Mayor Pro Tem Dr. Harvey continued the meeting until he reconnected by phone.

PUBLIC HEARINGS

1. Conduct a public hearing on the dissolution of the EntradaGlen Public Improvement District.

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

Mayor Pro Tem Dr. Harvey opened the public hearing.

At the direction of City Manager Bolt, Public Hearing No. 2 was opened.

2. Conduct a public hearing on the creation of a new EntradaGlen Public Improvement District.

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

Mayor Pro Tem Dr. Harvey opened the public hearing.

City Manager Bolt discussed the dissolution and creation of the EntradaGlen Public Improvement District. He stated that the PID Committee had met and discussed the Entradaglen PID.

Pete Dwyer with Dwyer Realty, 9900 Highway 290 East, Manor, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available via Zoom to address any questions posed by the City Council.

Danny Burnett with Dwyer Realty, 9900 Highway 290 East, Manor, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available via Zoom to address any questions posed by the City Council.

Zach Crawford with DPF, submitted a speaker card in support of this item; however, he did not wish to speak but was available via Zoom to address any questions posed by the City Council.

Sharon J. Smith with Armbrust & Brown PLLC, 100 Congress Avenue, Suite 1300, Austin, Texas, submitted a speaker card in support of this item; however, she did not wish to speak but was available to answer any questions posed by the City Council.

The discussion was held regarding the new completion date of 2022.

Sharon Smith spoke in regard to the dissolution agreement.

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

There was no further discussion.

Motion to close carried 6-0

CONSENT AGENDA

- 3. Consideration, discussion, and possible action to approve the City Council Minutes.**
 - **November 16, 2020, City Council Called Special Meeting – Canvass;**
 - **November 16, 2020, City Council Called Special Session – Orientation; and**
 - **November 18, 2020, City Council Regular Meeting**

- 4. Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning Lot 1, Block A, Cottonwood Estates and being 1.38 acres, more or less, and being located at 15501 US Hwy 290 E, Elgin, TX from Agricultural (A) to Medium Commercial (C-2). *Applicant: K&R Trading Inc. Owner: K&R Trading Inc.***

Ordinance No. 594: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Agricultural (A) to Medium Commercial (C-2); Making Findings of Fact; and Providing for Related Matters.

5. **Second and Final Reading:** Consideration, discussion, and possible action on an ordinance rezoning Lot 1, Block T, Presidential Heights Phase 4 and being 1.341 acres, more or less, and being located at the northeast corner of Samuel Welch Way and George Mason Avenue, Manor, TX from Single Family (SF-1) to Light Commercial (C-1). *Applicant: Kimley-Horn and Associates Owner: West Elgin Development Corp.*

Ordinance No. 595: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Single Family (SF-1) to Neighborhood Business (NB); Making Findings of Fact; and Providing for Related Matters.

Pete Dwyer with Dwyer Realty, 9900 Highway 290 East, 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.

Danny Burnett with Dwyer Realty, 9900 Highway 290 East, 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.

6. **Second and Final Reading:** Consideration, discussion, and possible action on an ordinance rezoning Lots 11-20, Block 10, Town of Manor and being 0.66 acres, more or less, and being located along the 200 Block West Burton Street, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2). *Applicant: Carney Engineering, PLLC Owner: Housing Authority of Travis County*

Ordinance No. 596: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Light Commercial (C-1) to Multi-Family 25 (Mf-2); Making Findings of Fact; and Providing For Related Matters.

MOTION: Upon a motion made by Mayor Pro Tem Dr. Harvey and seconded by Council Member Weir, to approve and adopt all items on the Consent Agenda with the Zone change on Item No. 5 from Single Family (SF-1) to Neighborhood Business (NB).

There was no discussion.

Motion to approve carried 6-0

REGULAR AGENDA

7. **A) Consideration, discussion, and possible action on a Resolution dissolving and recreating a Public Improvement District (PID) – EntradaGlen; and B) Consideration, discussion, and possible action on an Amended and Restated Agreement regarding the Dissolution of the EntradaGlen Public Improvement District.**

The City staff recommended that the City Council A) approve Resolution No. 2020-16 for the dissolution of the original EntradaGlen Public Improvement District (PID) and the creation of a new EntradaGlen PID and direct the City Secretary to publish a copy of the resolution adopted; and B) approve the Amended and Restated Agreement Regarding the Dissolution of the EntradaGlen Public Improvement District.

Pete Dwyer with Dwyer Realty, 9900 Highway 290 East, Manor, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available via Zoom to address any questions posed by the City Council.

Danny Burnett with Dwyer Realty, 9900 Highway 290 East, Manor, Texas, submitted a speaker card in support of this item; however, he did not wish to speak but was available via Zoom to address any questions posed by the City Council.

Zach Crawford with DPF, submitted a speaker card in support of this item; however, he did not wish to speak but was available via Zoom to address any questions posed by the City Council.

Sharon J. Smith with Armbrust & Brown PLLC, 100 Congress Avenue, Suite 1300, Austin, Texas, submitted a speaker card in support of this item; however, she did not wish to speak but was available via Zoom to address any questions posed by the City Council.

Resolution No. 2020-16: A Resolution of the City of Manor, Texas Dissolving the Original EntradaGlen Public Improvement District and Creating a new EntradaGlen Public Improvement District.

MOTION: Upon a motion made by Mayor Pro Tem Dr. Harvey and seconded by Council Member Wallace, to A) approve Resolution No. 2020-16 for the dissolution of the original EntradaGlen Public Improvement District (PID) and the creation of a new EntradaGlen PID and direct the City Secretary to publish a copy of the resolution adopted; and B) approve the Amended and Restated Agreement Regarding the Dissolution of the EntradaGlen Public Improvement District.

There was no further discussion.

Motion to approve carried 6-0

8. Consideration, discussion, and possible action on an agreement and engagement letter for accounting services with Atchley & Associates.

The City staff recommended that the City Council approve and authorize the City Manager and Director of Finance to execute the agreement and engagement letters for auditing accounting services with Atchley & Associates for FY 2019-2020.

Director of Finance Collins discussed the agreement engagement letter for accounting services with Atchley & Associates.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Emily Hill, to approve and authorize the City Manager and Director of Finance to execute the agreement and engagement letters for auditing accounting services with Atchley & Associates for FY 2019-2020.

There was no further discussion.

Motion to approve carried 6-0

9. Consideration, discussion, and possible action on a Purchase Contract with David Rice for a wastewater easement with temporary construction easement.

The City staff recommended that the City Council approve the purchase contract with David Rice for a wastewater easement with temporary construction easement with pending legal review.

Samuel Kiger with Jay Engineering Company submitted a speaker card in support of this item; however, he did not wish to speak but was available via Zoom to address any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Wallace, to approve the purchase contract with David Rice for a wastewater easement with temporary construction easement with pending legal review.

There was no discussion.

Motion to approve carried 6-0

10. Consideration, discussion, and possible action on a Purchase Contract with Klatt Properties, LLC for a wastewater easement with temporary construction easement.

The City staff recommended that the City Council approve the purchase contract with Klatt Properties, LLC for a wastewater easement with temporary construction easement with pending legal review.

Samuel Kiger with Jay Engineering Company submitted a speaker card in support of this item; however, he did not wish to speak but was available via Zoom to address any questions posed by the City Council.

MOTION: Upon a motion made by Mayor Pro Tem Dr. Harvey and seconded by Council Member Deja Hill, to approve the purchase contract with Klatt Properties, LLC for a wastewater easement with temporary construction easement.

Mayor Pro Tem Dr. Harvey amended motion.

MOTION: Upon a motion made by Mayor Pro Tem Dr. Harvey and seconded by Council Member Deja Hill, to approve the purchase contract with Klatt Properties, LLC for a wastewater easement with temporary construction easement with pending legal review.

There was no further discussion.

Motion to approve carried 6-0

11. Consideration, discussion, and possible action on City Council Committees Meetings.

Mayor Wallace Jr. recommended for City Council to approve the 1st & 3rd Wednesday's (9-5 pm) as Council Days to hold committees, workshop, etc., as approved and/or needed by the Mayor and City Manager before presenting alternative dates to council for approval.

Mayor Wallace Jr. expressed his concerns regarding future committee meetings schedule.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Weir, to approve the 1st & 3rd Wednesday's (9-5pm) as Council Days to hold committees, workshop, etc., as approved and/or needed by the Mayor and City Manager before presenting alternative dates to council for approval.

Council Member Deja Hill amended motion to add effective with 2021 elections with questions.

Council Member Weir expressed her concerns with setting committees on Wednesday's.

The discussion was held regarding staff commitment to set time schedules on council committees.

Director of Finance Collins expressed her concerns for scheduling a time and date for the Budget Committee meetings.

Mayor Pro Tem Dr. Harvey expressed his concerns and proposed another option to go to the state or federal legislation and ask for time off for Council Members as it is done with jurors.

Mayor Pro Tem Dr. Harvey recommended for this topic to be discussed in a future workshop.

Council Member Deja Hill amended motion.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Emily Hill, to table this item until further notice.

There was no further discussion.

Motion to approve carried 6-0

Mayor Wallace Jr. adjourned the regular session of the Manor City Council into Executive Session at 8:03 p.m. on Wednesday, December 2, 2020, in accordance with the requirements of the Open Meetings Law.

City Attorney Saenz joined Executive Session via zoom.

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, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Councilmember qualifications* at 8:03 p.m. on Wednesday, December 2, 2020.

The Executive Session was adjourned at 8:49 p.m. on Wednesday, December 2, 2020.

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 8:49 p.m. on Wednesday, December 2, 2020.

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

There was no action taken.

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 8:49 p.m. on Wednesday, December 2, 2020.

These minutes approved by the Manor City Council on the 16th day of December 2020.

APPROVED:

Dr. Larry Wallace Jr.
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Draft Minutes