



**CITY COUNCIL  
WORKSHOP SESSION MINUTES  
JANUARY 25, 2023**

**PRESENT:**

Dr. Christopher Harvey, Mayor

**COUNCIL MEMBERS:**

Emily Hill, Mayor Pro Tem, Place 1  
Anne Weir, Place 2  
Maria Amezcua, Place 3 (Absent)  
Sonia Wallace, Place 4  
Aaron Moreno, Place 5  
Deja Hill, Place 6 (Arrived at 4:55 p.m.)

**CITY STAFF:**

Scott Moore, City Manager  
Lluvia T. Almaraz, City Secretary  
Lydia Collins, Director of Finance  
Scott Dunlop, Development Services Director  
Debbie Charbonneau, Heritage and Tourism Manager  
Scott Jones, Economic Development Director  
Michael Pachnick, IT Tech

**WORKSHOP SESSION – 4:30 P.M.**

With a quorum of the Council Members present, the workshop session of the Manor City Council was called to order by Mayor Harvey at 4:38 p.m. on Wednesday, January 25, 2023, in the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

**PLEDGE OF ALLEGIANCE**

Mayor Harvey led the Pledge of Allegiance.

## **PUBLIC COMMENTS**

Robert Battaile, 502 E. Eggleston Street, Unit A, Manor, Texas submitted a speaker card and expressed his feelings regarding the MLK Event and Confederate Army Monument at Manor's Cemetery. Mayor Harvey requested for Mr. Battaile to be escorted out of the meeting by Manor PD due to his racial verbal abuse towards City Council.

Mayor Harvey apologized to the City Council and stated they did not have to go through the abuse and that the Chambers should be a safe place to all and meeting protocols would be followed.

No one else appeared to speak at this time.

At the request of Mayor Harvey Item No. 2 was presented next.

## **REGULAR AGENDA**

### **2. Presentation and Discussion Community and Economic Development**

Economic Development Director Jones discussed the attached PowerPoint presentation.

Topic of discussion:

- Key Ingredients to Building a Stronger Community
- In-Progress and Planned Developments
- Residential In-Progress and Planned Development
- Commercial In-Progress and Planned Development
- Industrial In-Progress and Planned Development
- Educational In-Progress and Planned Development
- Opportunities

Heritage and Tourism Manager Charbonneau discussed the attached PowerPoint presentation.

Topic of discussion:

- Rental Assistance Program
- Rental Assistance Program Guidelines

- Funding
- Eligibility
- Application Process

## **1. Presentation and Discussion on the Transportation Plan**

City Manager Moore introduced Mr. Sellers with TRIPP Consulting to the City Council.

Scott Sellers with Transit Ridesharing Inclusive Public Private Partnership (TRIPPP) Consulting introduced himself and his team Rick Koch, Brian McDougal, and Jose Borjon. Mr. Sellers discussed the attached PowerPoint presentation.

Topic of discussion:

- Sales Tax Reauthorization & Transportation Strategy
- Public Transportation Vision for Manor
- Obstacles to achieve Vision
- Support of vision of public transportation
- Achieving the vision within next five years
- Identifying Council and Citizen Priorities
- Establishing Funding Priorities
- Current cost for ride users
- Five-year Strategy
- Federal Funding
- TRIPP Pilot
- Estimated Annual Budget

There was no further discussion and no action taken.

## **ADJOURNMENT**

The Workshop Session of the Manor City Council Adjourned at 6:25 p.m. on Wednesday, January 25, 2023.

These minutes approved by the Manor City Council on the 1<sup>st</sup> day of February 2023. *(Audio recording archived)*

**APPROVED:**

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Dr. Christopher Harvey  
Mayor

**ATTEST:**

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Lluvia T. Almaraz, TRMC  
City Secretary

Draft Minutes



An aerial photograph of a suburban neighborhood, showing a dense cluster of brick houses with tiled roofs. The houses are arranged in rows, with some featuring bay windows and small front gardens. The overall scene is a typical representation of a residential area.

# City of Manor Community and Economic Development Strategic Initiative

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*Scott Jones*



# Key Ingredients to Building a Stronger Community

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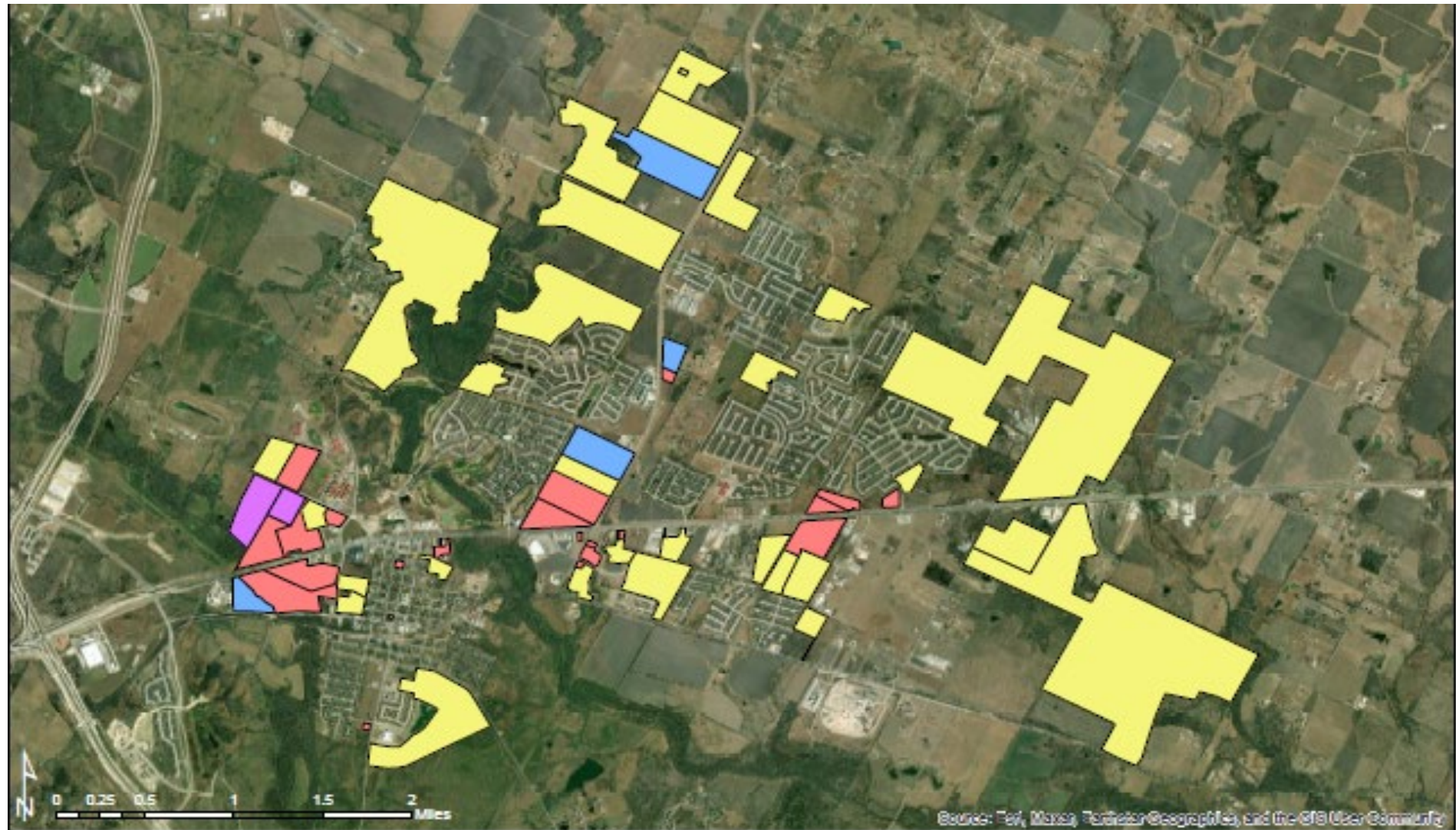
Future Growth Areas / 2050 Comprehensive Plan

Capital Investments / Planning / Needs Assessment

Partnerships – Chamber of Commerce, MISD, TXDOT, Travis County, Faith Based Community







## *In-Progress and Planned Developments*

- Residential
- Commercial
- Industrial
- Educational





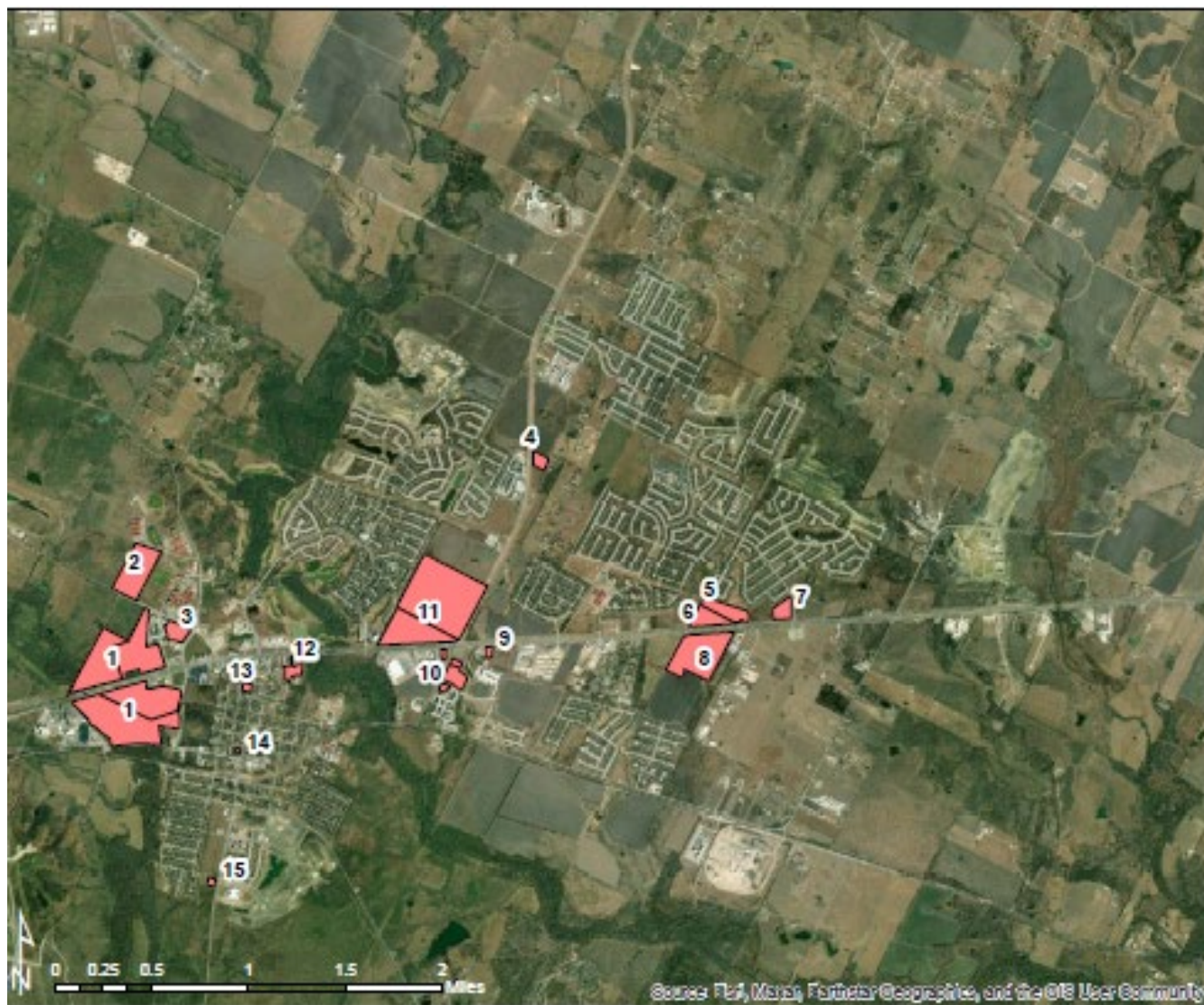
1. Hill Lane Apartments: 350 MF Units
2. Shadowglen Phases  
2 & 3: 1,500 SF Units (3,000 total)
3. Monarch Ranch: 400 SF Units
4. New Haven: 272 SF Units
5. Mustang Valley: 380 SF Units
6. Palomino: 234 Two-Family Units
7. Presidential Heights Phase 6:  
126 SF Units (600 total)
8. Presidential Meadows Phases 17  
& 18: 170 SF Units (1,600 total)
9. Manor Heights (Carlton): 1,500 SF  
and Townhome Units
10. Presidential Glen Townhomes:  
90 TH Units
11. Amavi Townhomes: 335 TH Units
12. Manor Springs: 3,900 SF,  
TH, MF Units
13. Old Hwy 20 Townhomes: 130  
TH Units
14. Ginsel Tract Townhomes: 300-360  
TH Units
15. Ginsel Tract Multifamily: 450-500  
MF Units
16. Landmark Multifamily: 600 MF Units
17. Village at Manor Commons:  
375 SF Units
18. View at Manor Apartments:  
600 MF Units
19. Downtown Townhomes: 100  
TH Units
20. Lagos Manor: 500 SF Units
21. Manor Apartments: 268 MF Units
22. DB&B Apartments: 200 MF Units



## Residential In-Progress and Planned Developments

Residential





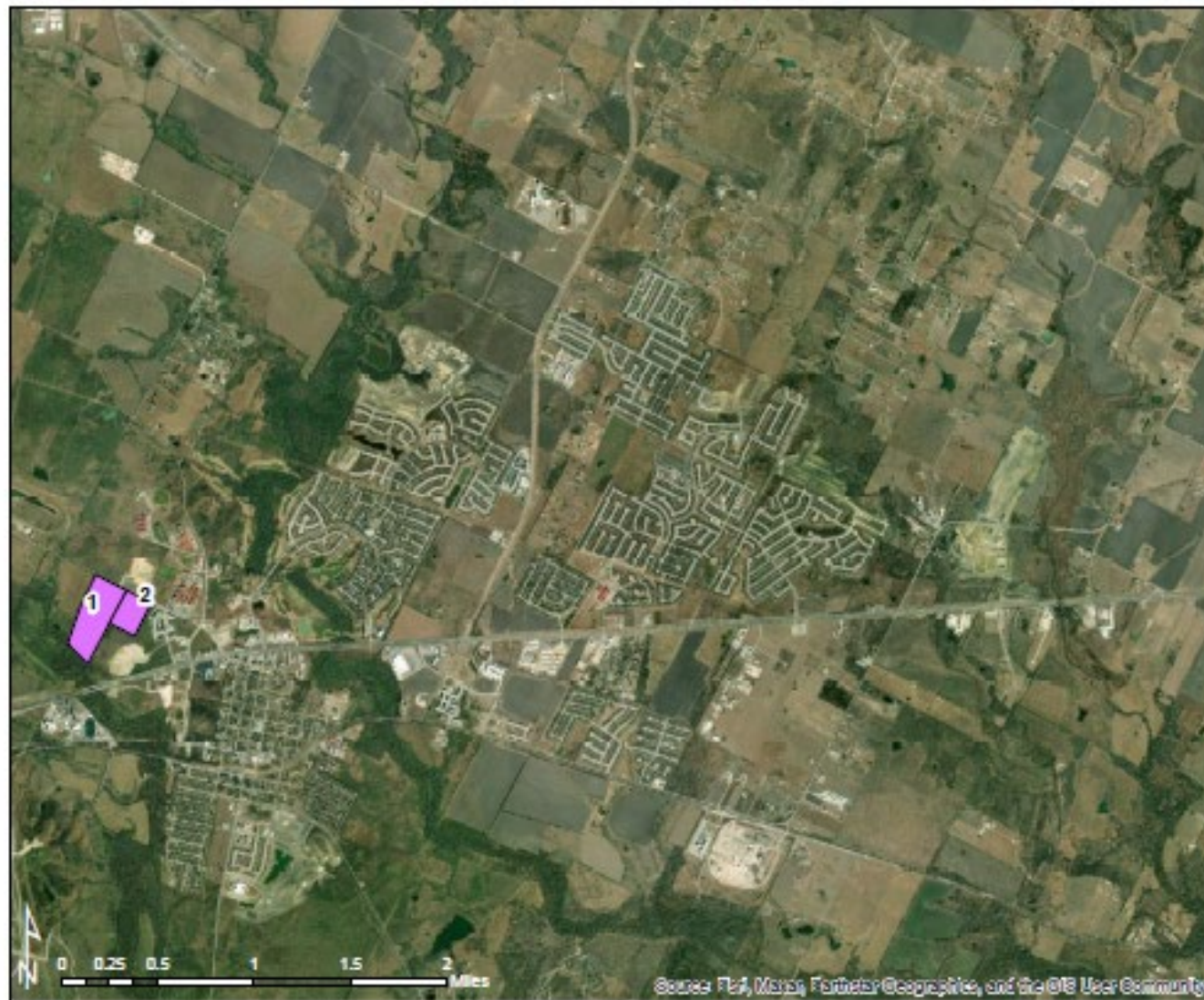
1. Las Entradas North and South
2. St. Joseph Catholic Church
3. Hotels
4. Gas Station and Flex Commercial Space
5. Presidential Glen Storage Units
6. MinMax Travel Center
7. Gas Station
8. Ginsel Tract Commercial
9. Rapid Express Car Wash
10. La Mexicana Market, North Forest Office, Holiday Inn Express, Vet Clinic, Sherwin Williams
11. Manor Crossing Shopping Center
12. Manor Village Commercial
13. 709 N. Lexington Restaurant
14. 109 N. Lexington Mixed-Use
15. The Lex Commercial Flex



## Commercial In-Progress and Planned Developments

Commercial






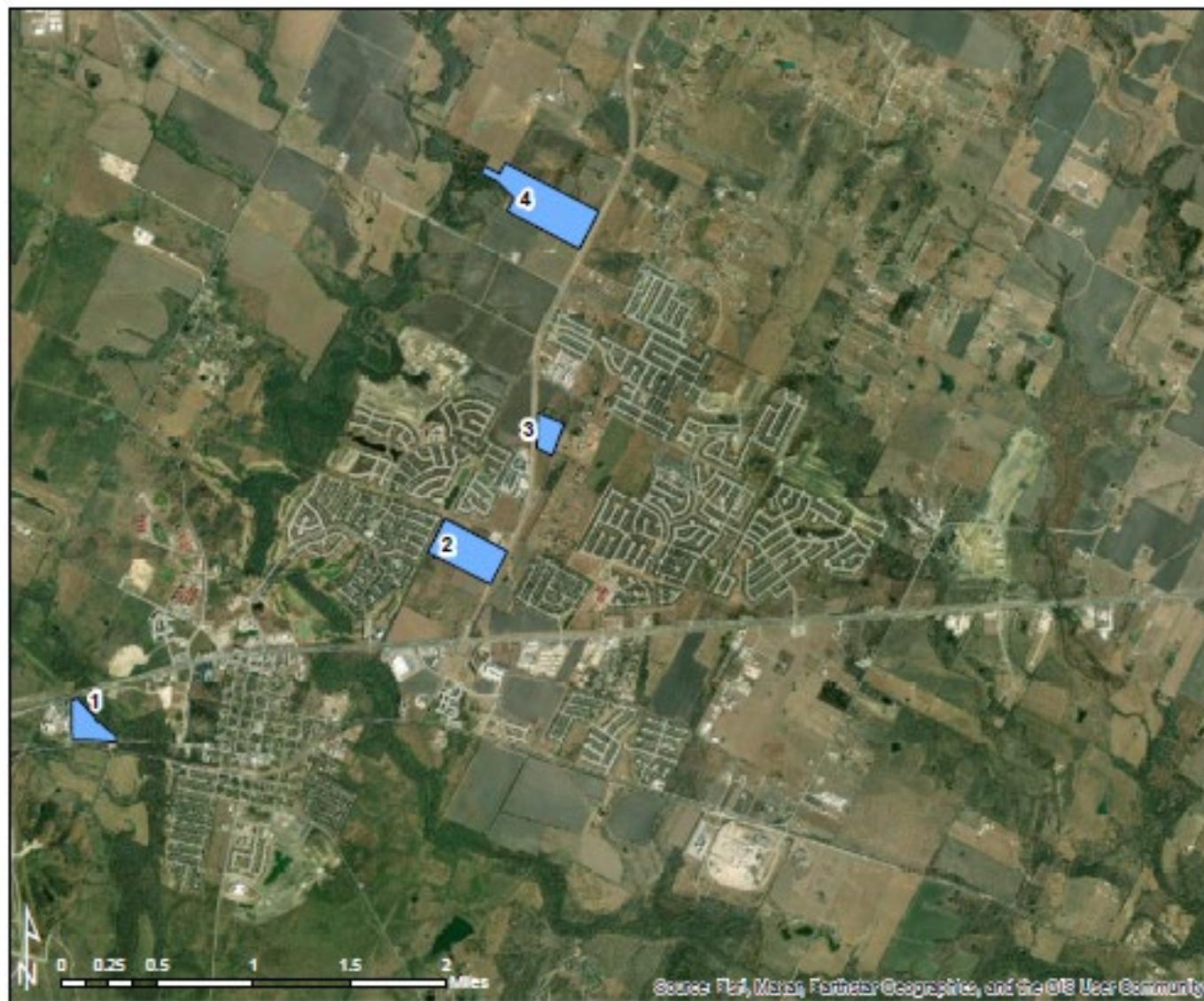
1. Whole Foods Cold Storage  
Dist. - 136,000 sf and  
196,000 sf Spec Industrial
2. Two 150,000 sf Warehouses



## *Industrial In-Progress and Planned Developments*

 Industrial






1. New Tech HS/MS Indoor Practice Facility
2. K-8 District Campus (900-1,100 Students)
3. Compass Rose Charter School (1,200 students upon Phase 3)
4. Senior HS Early College, Sports Complex, Indoor Practice Facility



## *Educational In-Progress and Planned Developments*

 Educational

# Opportunities

Land Acquisition Opportunities

Downtown Redevelopment

Manor Commercial Park / Future Land Uses

City Facility Expansions and Development

Potential Funding Sources and Development Authorities



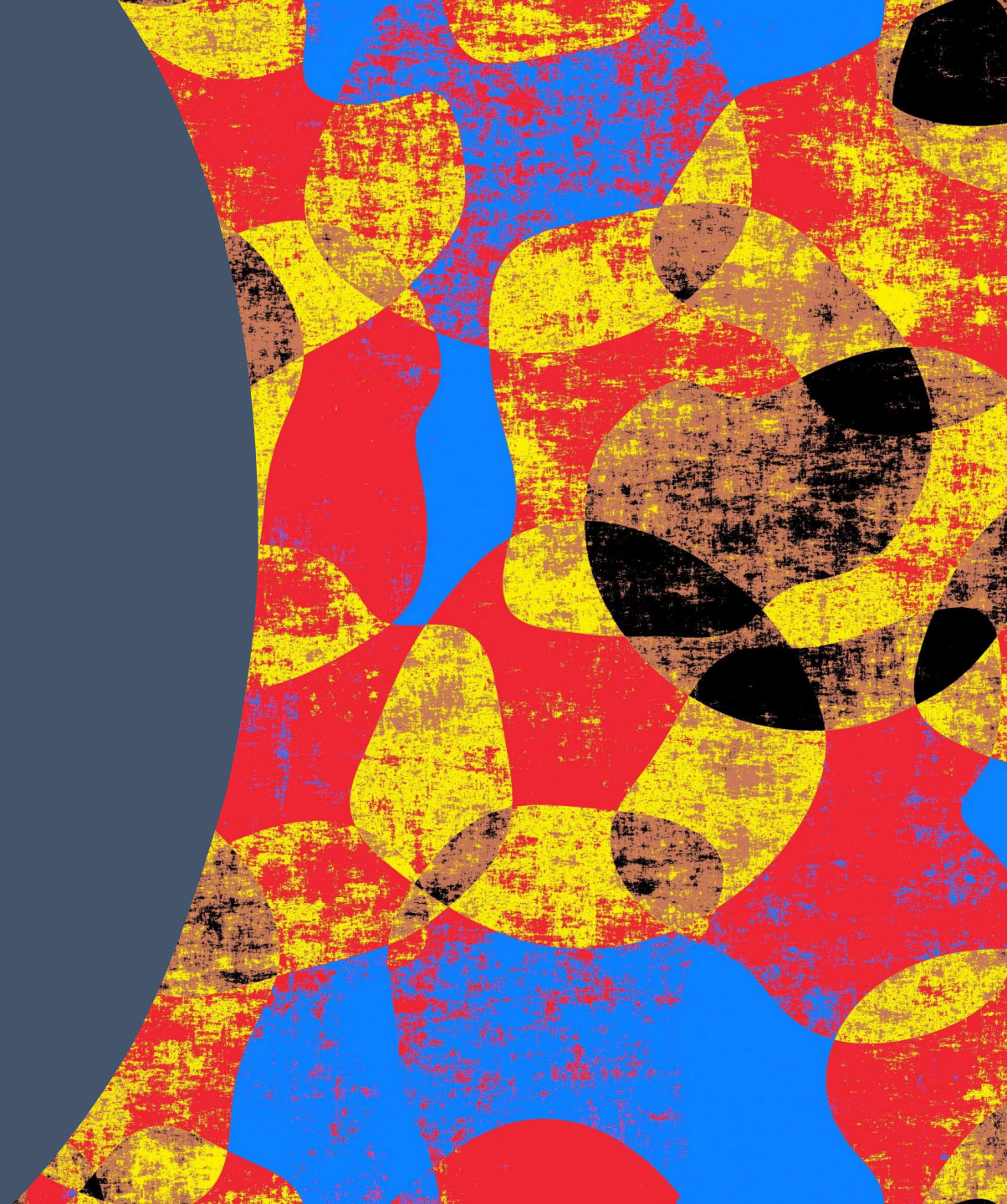
# Questions?



# RENTAL ASSISTANCE PROGRAM

DEBBIE CHARBONNEAU

CITY OF MANOR COMMUNITY  
DEVELOPMENT DEPARTMENT





# RENTAL ASSISTANCE PROGRAM GUIDELINES

- The City of Manor “City” through its Manor City Council, “Council” is providing rental assistance for up to 12 months for eligible brick and mortar small business that choose to locate in Manor. Additionally, the “Council,” may provide assistance for existing small brick and mortar businesses to expand their gross rentable space. In every case, the Council as well as the City reserves the right to deny applicants at its sole discretion.



- **FUNDING** is subject to availability of resources and to the applicant business's potential to strengthen, compliment the diversity of the existing business makeup, as determined solely at the discretion of the Council and City.



- **NON-PROFIT BUSINESSES/ORGANIZATIONS FOOD TRUCKS AND HOME-BASED BUSINESSES ARE NOT ELIGIBLE FOR CONSIDERATION. BUSINESSES MUST BE CONTRIBUTING TO THE ECONOMIC FOOTPRINT OF THE CITY AREA TO BE ELIGIBLE.**



# WHO IS ELIGIBLE TO



- Any eligible brick and mortar small business may apply for rental assistance, but those falling into the following categories may be given higher consideration:

Restaurants, coffee shops, specialty food

Entertainment

Upscale apparel/accessories, footwear

Electronics – computers, phones, digital equipment

Specialty retail – toys, sporting goods, transportation

Home furnishings and appliances

Visual and performing arts

Professional offices

## WHAT IS REQUIRED?

- Applicants are required to submit a completed application form, a copy of an executed lease between the applicant and the property owner(s), a business plan, a proposed budget, financials, and a marketing plan. Complete application packets must be submitted to the Heritage & Tourism Manager by the end of the month to be considered at the City of Manor City Council Meeting held on the 3<sup>rd</sup> Wednesday of every month.



## MORE INFORMATION

- **For the expansion of an existing small brick and mortar business, the application for rental assistance should include a minimum a completed application form and a profit and loss statement.**
- **Assistance application for a business not related or like the existing business is required to submit a full, new business application packet.**
- **With the success of the business venture foremost in everyone's mind, the City and Council strongly urge the applicant to become familiar with the business makeup of Manor and to have discussions with existing business owners to avoid potential pitfalls.**



- **The applicant will be required to complete the following (as applicable) after the decision to award the grant and prior to the initial disbursement to the landlord:**
- **Arrange a meeting with the Heritage & Tourism Manager who will serve as a mentor through this process.**
- **Arrange a meeting with the Small Business Development Center (SBDC).**
- **Arranging a meeting with the Heritage & Tourism Manager in 3 months to review performance is required before further grant payments are released.**
- Eligible applicants may be awarded rental assistance up to 50% of the monthly least amount for the first six month, not to exceed \$750.00 per month, and for each month seven through 12, payments will be reduced by approximately 11/5%.
- Please see attached document for the breakdown.
- All rental assistance award payments will be paid monthly to the property owner and only after the business has received its Certificate of Occupancy and any other required permits.

## CONTACT INFORMATION

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Address questions to:

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Debbie Charbonneau

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Heritage & Tourism Manager

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Phone – 512-215-8111

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Email – [dcharbonneau@manortx.gov](mailto:dcharbonneau@manortx.gov)

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# City of Manor, Texas Sales Tax Reauthorization & Transportation Strategy Workshop

1/25/2023

Presented By:  
TRIPPP Consulting





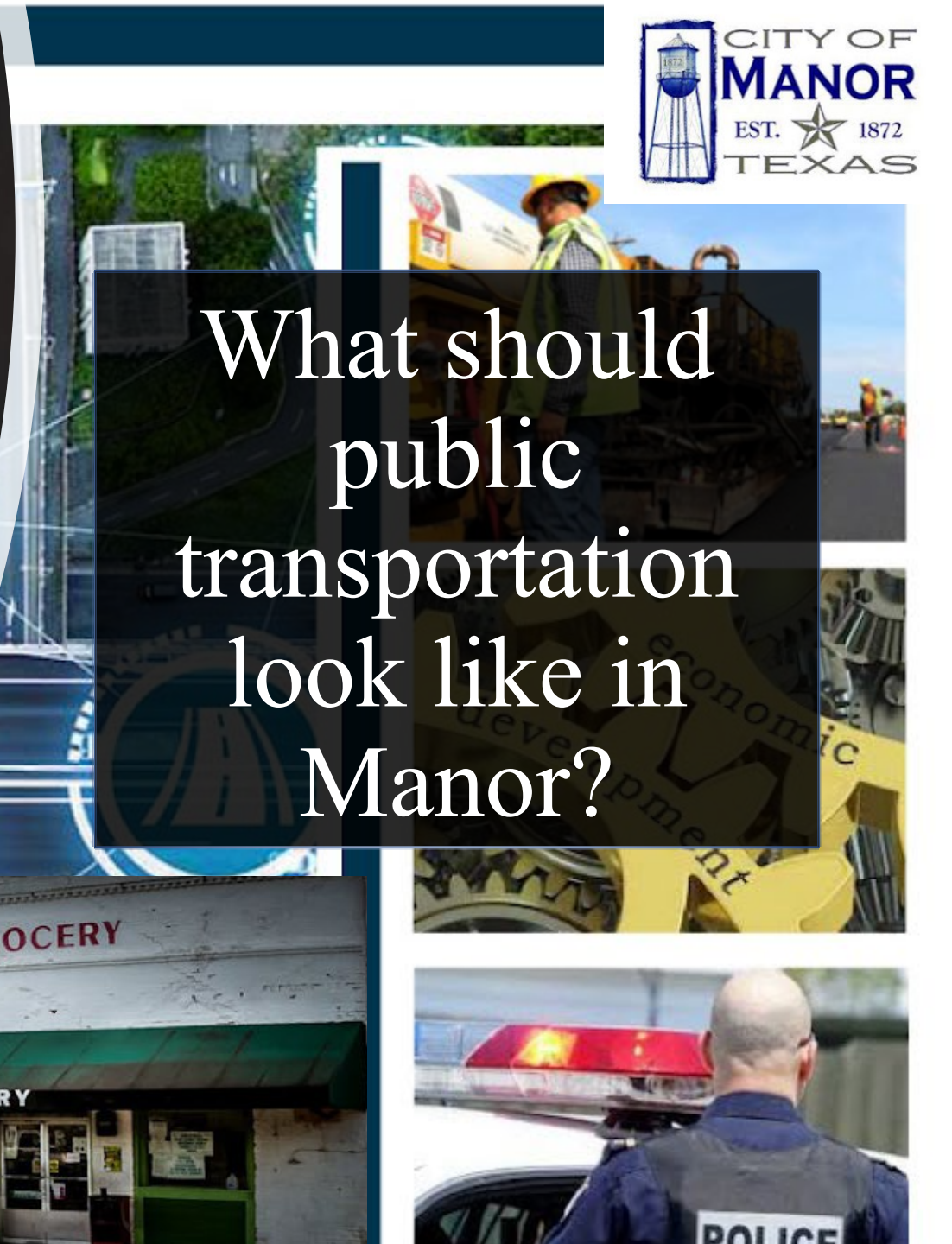

# TRIP











What should  
public  
transportation  
look like in  
Manor?

MANOR GROCERY

MANOR GROCERY

POLICE




What are the obstacles to  
achieving your vision?



# What must be done to support your vision of public transportation?







How do you  
achieve your  
vision in the  
next five  
years?



A  
Multifaceted  
Approach





# Identify Council and Citizen Priorities



# Establish Funding Priorities



MANOR GROCERY

MANOR GROCERY



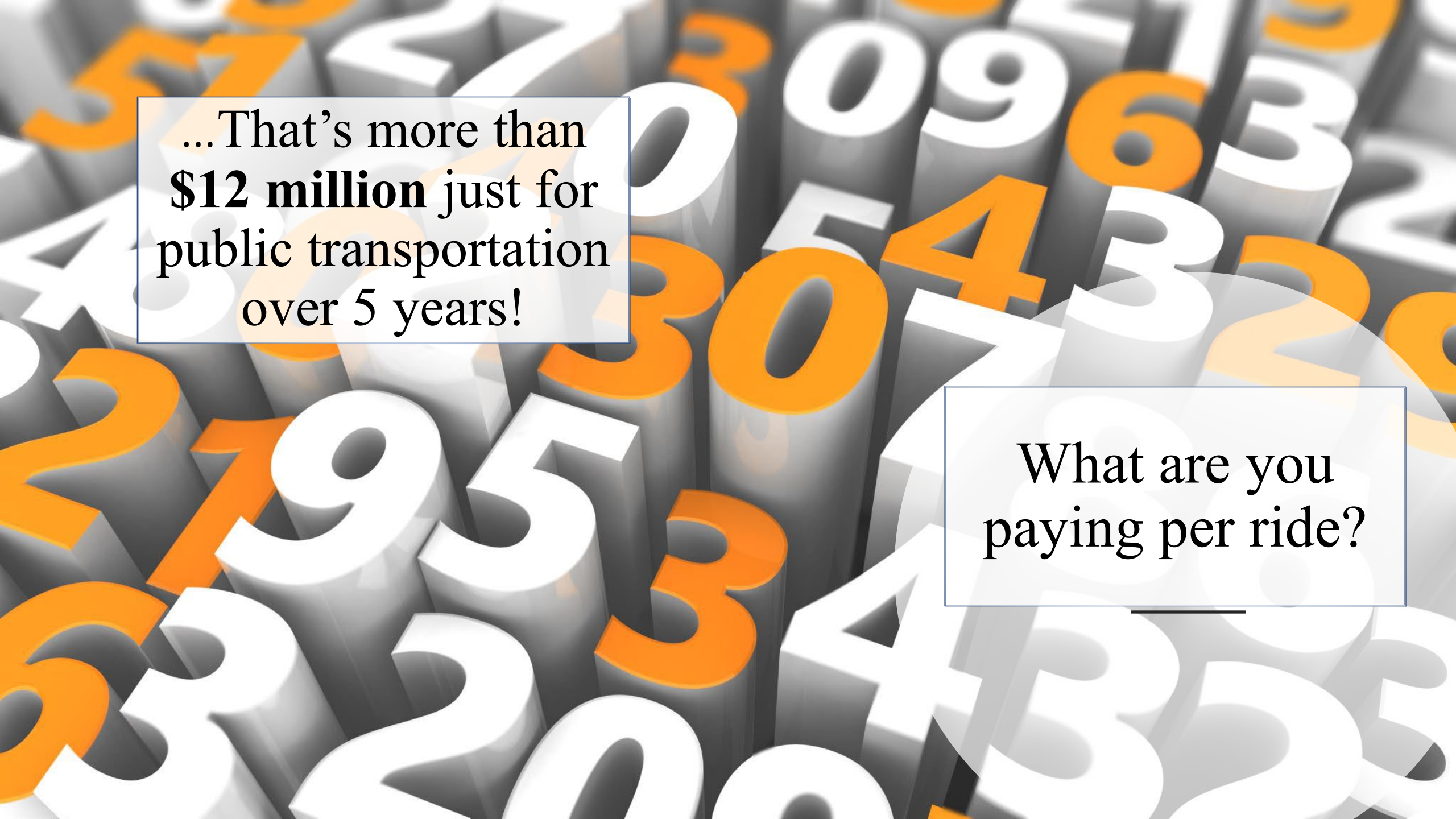




~\$24,000,000 over 20 years

\$2.4M Annually  
(...and rising)



The background of the slide is a dense, overlapping field of 3D-rendered numbers. The numbers are in two colors: white and orange. They are scattered across the entire frame, creating a sense of depth and complexity. Some numbers are in the foreground, appearing larger and more detailed, while others are in the background, appearing smaller and more faded. The lighting creates shadows, giving the numbers a three-dimensional appearance.

...That's more than  
**\$12 million** just for  
public transportation  
over 5 years!

What are you  
paying per ride?

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# Five-Year Strategy

- Two Strategies:
  - Foundational
  - Value-Added from Strategic Partners



# Years 1-2 (January 2023 through Nov 2024)

## Foundational

- Advanced 5-Year Strategic Timeline Creation
- Public Survey
- Transportation Study
- Funding and Finance Plan
- Sales Tax Reauthorization Strategies and Initiatives

## Value-Add

- Retail Plan and Recruitment (Catalyst Commercial)
- Federal Funding Strategy (Akin Gump)





Federal Funding

Jose Borjon

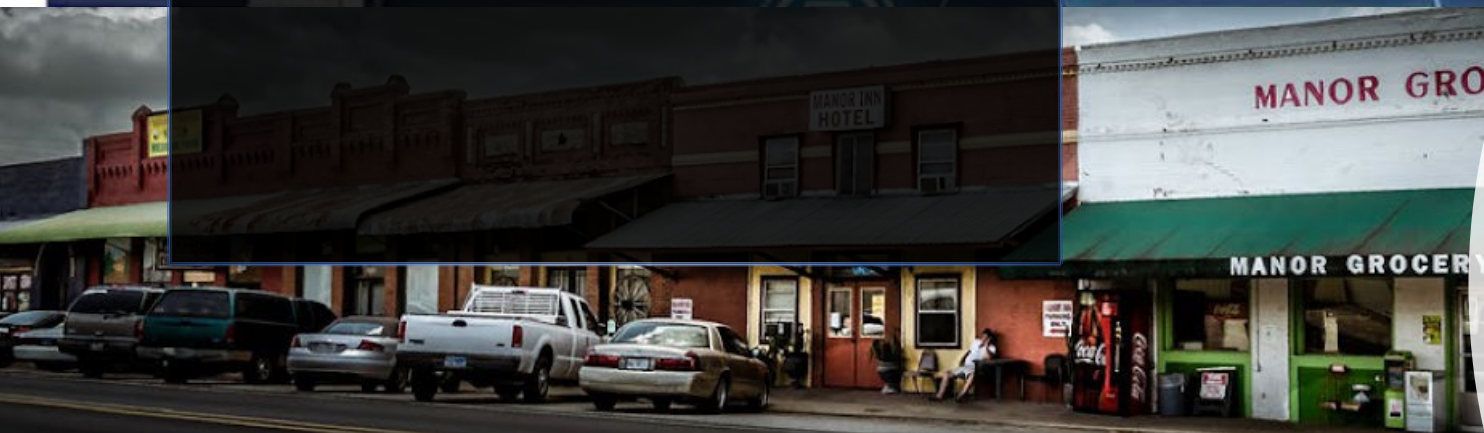
**GREG  
CASAR!**  
CONGRESS



CITY OF  
**MANOR**  
EST. 1872  
TEXAS



**Akin Gump**  
STRAUSS HAUER & FELD LLP





# Years 3-4 (Dec 2024 - Nov 2026)

## Foundational

- Council Education and Retreat
- Strategy Development
- Sales Tax Reauthorization Plan
- Transportation Replacement Pilot Implementation
- Public Outreach

## Value-Add

- Thoroughfare Plan (American Structurepoint)
- Voter Education Campaign Plan (Gap Strategies)
- CapMetro Payment Capture (Hillco Partners)
- Washington, DC Visits and Lobby (Akin Gump)



# TRIPPP Pilot

- 
- Transit Ridesharing Inclusive Public Private Partnership
    - Uber - Rideshare
    - Maruti - Paratransit
  - Affordable
  - Access to Data
  - Curb-to-Curb
  - 24/7/365
  - Safe
  - Ubiquitous
- 
- 
- 
- Brian McDougal**



# Uber

**-Brian McDougal**







**Petch A Ride**  
**\$100 VALUE**  
Ten \$10 Vouchers  
Per Month

10 VOUCHERS  
100

10 VOUCHERS  
100

10 VOUCHERS  
100

10 VOUCHERS  
100

A central graphic with a dark teal background. On the left is a smartphone displaying a ride-sharing app interface with a map and several car icons. To the right of the phone is a yellow rectangular box containing the text 'Petch A Ride', '\$100 VALUE', and 'Ten \$10 Vouchers Per Month'. Below this box are four black rectangular buttons, each labeled '10 VOUCHERS' and '100'.



# Pfetch A Ride Testimonials



# Year 5 (Dec 2026 - Nov 2027)

## Foundational

- Public Outreach / Voter Education
- Continue Transportation Replacement Pilot
- Ballot Initiatives:
  - Withdraw from Existing Transit Authority
  - Sales Tax Reauthorization
  - Bond for Public Improvements

## Value-Add

- Voter Education Campaign Implementation (Gap Strategies)
- Legal Analysis and Review (Hillco Partners)



Post-  
Election

TRIPPP Consulting  
is your ongoing  
partner.

# Estimated Fees \$500k-\$1.3M

## Foundational \$500,000

- Advanced 5-Year Strategic Timeline Public Survey
- Transportation Study
- Funding and Finance Plan
- Sales Tax Reauthorization Strategies and Initiatives
- Council Education and Retreat
- Strategy Development
- Sales Tax Reauthorization Plan
- Transportation Replacement Pilot Implementation
- Public Outreach / Voter Education
- Continue Transportation Replacement Pilot
- Successful Public Vote
- Ongoing Partnership and Support

## Value-Add Up To \$800,000

- Retail Plan and Recruitment (Retail Partner) \$100k
- Thoroughfare Plan (Engineering Partner) \$100k
- Voter Education Campaign Plan (Public Relations) \$70k
- Lobby to Reduce Repayment Burden to Existing Transit Provider (State Lobbying and Legal Partner) \$50k
- Federal Funding Strategy and DC Visits/Lobby (Akin Gump) \$480,000
- Bond Preparation and Sale (Included in Bond Pricing)



# Estimated Annual Budget

Year 1: \$100,000-120,000

Year 2: \$100,000-290,000

Year 3: \$100,000-315,000

Year 4: \$100,000-265,000

Year 5: \$100,000-310,000



Questions?

MANOR GROCERY

MANOR GROCERY

POLICE