



**CITY COUNCIL  
REGULAR SESSION MINUTES  
DECEMBER 1, 2021**

**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  
Vacant, Place 6

**CITY STAFF:**

Scott Dunlop, Interim City Manager  
Lluvia T. Almaraz, City Secretary  
Veronica Rivera, Assistant City Attorney  
Sarah Friberg, Court Administrator  
Frank T. Phelan, P.E., City Engineer  
Veronica Rivera, Assistant City Attorney

**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 Harvey at 7:01 p.m. on Wednesday, December 1, 2021, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

**PLEDGE OF ALLEGIANCE**

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

**PRESENTATIONS**

- A. Introduction of newly appointed Presiding Judge John Yager and Associate Judge Charles Carver; and Oath-of-Office administered by City Secretary.**

Court Administrator Friberg introduced Presiding Judge John Yager and Associate Judge Charles Carver; and City Secretary Almaraz administer oath-of-office to Judge Yager and Associate Judge Carver.

## **PUBLIC COMMENTS**

No one appeared at this time.

## **REPORTS**

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

### **A. Healthcare Committee – Presentation by Dr. Karen Smith – Mental Health and Wellness Services**

Council Member Weir introduced Dr. Karen Smith. Dr. Smith presented and discussed the attached Power Point Presentation.

Dr. Smith briefly introduced Shanetra Fowler, Clinical Therapist, Coach, and Consultant with RS&D.

### **B. 2021 TML Economic Development Conference**

Interim City Manager Dunlop and Council Member Wallace gave an update on the 2021 TML Economic Development Conference they attended on November 11-12, 2021 in Bastrop, TX.

## **CONSENT AGENDA**

### **1. Consideration, discussion, and possible action to approve the City Council Minutes of the November 3, 2021, City Council Regular Meeting.**

- **November 3, 2021, City Council Regular Meeting**
- **November 15, 2021, City Council Special Session – Canvass**
- **November 15, 2021, City Council Special Session – Orientation; and**
- **November 17, 2021, City Council Regular Meeting**

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Amezcua, to approve the consent agenda.

Mayor Harvey highlighted the City Manager's brochure and recommended for future professional positions for the city be highlighted in the same matter with brochures.

There was no further discussion.

**Motion to approve carried 6-0**

## REGULAR AGENDA

- 2. Consideration, discussion, and possible action on a resolution approving and authorizing the First Amendment to the Indenture of Trust - City of Manor, Texas Special Assessment Revenue Bonds, Series 2020 (Lagos Public Improvement District Major Improvement Area Project).**

The City staff recommended that the City Council approve Resolution No. 2021-25 approving and authorizing the First Amendment to the Indenture of Trust - City of Manor, Texas Special Assessment Revenue Bonds, Series 2020 (Lagos Public Improvement District Major Improvement Area Project).

Assistant City Attorney Rivera discussed the proposed resolution.

Resolution No. 2021-25: A Resolution of the City of Manor, Texas Approving and Authorizing the First Amendment to the Indenture of Trust.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Wallace, to approve Resolution No. 2021-25 approving and authorizing the First Amendment to the Indenture of Trust - City of Manor, Texas Special Assessment Revenue Bonds, Series 2020 (Lagos Public Improvement District Major Improvement Area Project).

There was no further discussion.

**Motion to approve carried 6-0**

- 3. Consideration, discussion, and possible action on a resolution approving and authorizing the First Amendment to the Indenture of Trust - City of Manor, Texas Special Assessment Revenue Bonds, Series 2021 (Manor Heights Public Improvement District Major Improvement Area Project).**

The City staff recommended that the City Council approve Resolution No. 2021-26 approving and authorizing the First Amendment to the Indenture of Trust - City of Manor, Texas Special Assessment Revenue Bonds, Series 2021 (Manor Heights Public Improvement District Major Improvement Area Project).

Assistant City Attorney Rivera discussed the proposed resolution.

Resolution No. 2021-26: A Resolution of the City of Manor, Texas Approving and Authorizing the First Amendment to the Indenture of Trust.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Moreno, to approve Resolution No. 2021-26 approving and authorizing the First Amendment to the Indenture of Trust - City of Manor, Texas Special Assessment Revenue Bonds, Series 2021 (Manor Heights Public Improvement District Major Improvement Area Project).

There was no further discussion.

**Motion to approve carried 6-0**

**4. Consideration, discussion, and possible action on a resolution approving and authorizing the First Amendment to the Indenture of Trust - City of Manor, Texas Special Assessment Revenue Bonds, Series 2021 (Manor Heights Public Improvement District Improvement Area #1-2 Project).**

The City staff recommended that the City Council approve Resolution No. 2021-27 approving and authorizing the First Amendment to the Indenture of Trust - City of Manor, Texas Special Assessment Revenue Bonds, Series 2021 (Manor Heights Public Improvement District Improvement Area #1-2 Project).

Assistant City Attorney Rivera discussed the proposed resolution.

Resolution No. 2021-27: A Resolution of the City of Manor, Texas Approving and Authorizing the First Amendment to the Indenture of Trust.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Amezcua, to approve Resolution No. 2021-27 approving and authorizing the First Amendment to the Indenture of Trust - City of Manor, Texas Special Assessment Revenue Bonds, Series 2021 (Manor Heights Public Improvement District Improvement Area #1-2 Project).

There was no further discussion.

**Motion to approve carried 6-0**

**5. Consideration, discussion, and possible action on a resolution accepting the petition for the annexation of 3.398 acres of land, more or less, and being located in Travis County, Texas and adjacent and contiguous to the city limits; and providing for open meetings and other related matters.**

The City staff recommended that the City Council approve Resolution No. 2021-28 accepting the petition for the annexation of 3.398 acres of land, more or less, and being located in Travis County, Texas and adjacent and contiguous to the city limits; and providing for open meetings and other related matters.

Interim City Manager Dunlop discussed the proposed annexation.

Resolution No. 2021-28: A Resolution of The City of Manor, Texas, Accepting the Petition for Annexation of 3.398 Acres of Land, More or Less; Being Located in Travis County, Texas and Adjacent and Contiguous to the City Limits; and Providing for Open Meetings and Other Related Matters.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Weir, to approve Resolution no. 2021-28 accepting the petition for the annexation of 3.398 acres of land, more or less, and being located in Travis County, Texas and adjacent and contiguous to the city limits; and providing for open meetings and other related matters.

There was no further discussion.

**Motion to approve carried 6-0**

- 6. Consideration, discussion, and possible action on a resolution accepting the petition for the annexation of 134.529 acres of land, more or less, and being located in Travis County, Texas and adjacent and contiguous to the city limits; and providing for open meetings and other related matters.**

The City staff recommended that the City Council approve Resolution No. 2021-29 accepting the petition for the annexation of 134.529 acres of land, more or less, and being located in Travis County, Texas and adjacent and contiguous to the city limits; and providing for open meetings and other related matters.

Interim City Manager Dunlop discussed the proposed annexation.

Resolution No. 2021-29: A Resolution of the City of Manor, Texas, Accepting the Petition for Annexation of 134.529 Acres of Land, More or Less; Being Located in Travis County, Texas and Adjacent and Contiguous to the City Limits; and Providing for Open Meetings and Other Related Matters.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Amezcua to approve Resolution No. 2021-29 accepting the petition for the annexation of 134.529 acres of land, more or less, and being located in Travis County, Texas and adjacent and contiguous to the city limits; and providing for open meetings and other related matters.

There was no further discussion.

**Motion to approve carried 6-0**

- 7. Consideration, discussion, and possible action on a Statement of Work No. 10 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the FY2021 Bond-funded Water and Wastewater Capital Improvement Projects.**

The City staff recommended that the City Council approve the Statement of Work #10 to the existing Master Services Agreement with George Butler Associates, Inc. for the FY2021 Bond-Funded Water and Wastewater Capital Improvement Projects.

City Engineer Phelan discussed the proposed Statement of Work #10.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Moreno to approve the Statement of Work #10 to the existing Master Services Agreement with George Butler Associates, Inc. for the FY2021 Bond-Funded Water and Wastewater Capital Improvement Projects.

There was no further discussion.

**Motion to approve carried 6-0**

**8. Consideration, discussion, and possible action on a Statement of Work No. 11 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the FY2021 Capital Metro BCT Paving Improvements Project.**

The City staff recommended that the City Council approve the Statement of Work #11 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the FY2021 Capital Metro BCT Paving Improvements Project.

City Engineer Phelan discussed the proposed Statement of Work #11.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Wallace to approve the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the FY2021 Capital Metro BCT Paving Improvements Project.

There was no further discussion.

**Motion to approve carried 6-0**

**9. Consideration, discussion, and possible action on a Statement of Work No. 12 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the Cottonwood Creek West Tributary Sanitary Sewer Extension Project, S-35.**

The City staff recommended that the City Council approve the Statement of Work #12 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the Cottonwood Creek West Tributary Sanitary Sewer Extension Project, S-35.

City Engineer Phelan discussed the proposed Statement of Work #12.

**MOTION:** Upon a motion made by Mayor Pro Tem Hill and seconded by Council Member Amezcua to approve the Statement of Work #12 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the Cottonwood Creek West Tributary Sanitary Sewer Extension Project, S-35.

There was no further discussion.

**Motion to approve carried 6-0**

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 8:16 p.m. on Wednesday, December 1, 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 551.071, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct (Consultation with Attorney) to consult with legal counsel regarding the Interlocal Agreement for Allocation of Sales Tax Revenue for the Development of Infrastructure by the City of Manor and Travis County Emergency Services District No. 12* at 8:16 p.m. on Wednesday, December 1, 2021.

The Executive Session was adjourned at 8:42 p.m. on Wednesday, December 1, 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 8:42 p.m. on Wednesday, December 1, 2021.

Mayor Harvey 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 8:42 p.m. on Wednesday, December 1, 2021.

These minutes approved by the Manor City Council on the 15<sup>th</sup> day of December 2021. (*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



# BEHAVIOR ACTIVATION FOR TEENS

## Building Strength and Resilience with Manor Adolescents

Karen Smith, M.D., M. Ed  
Family Practitioner / Community Volunteer



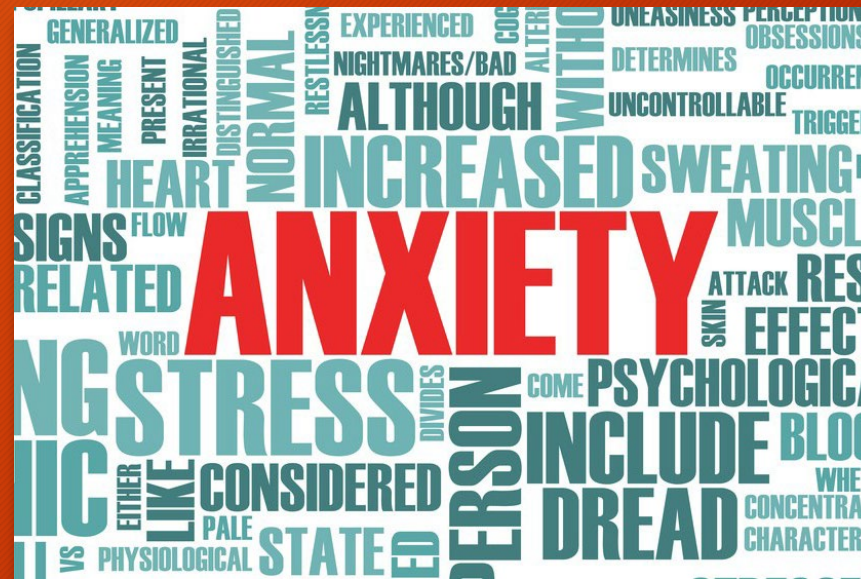
# Info Session Objectives

- Introduction of the Manor Community Wellness Alliance
- Importance of meeting a need in our community
- Our inspiration for the Behavior Activation Program for Teens
- Understanding Behavior Activation
- Role Playing
- Questions/Answer Session



# The Need

- \* Teens and stress
- \* Effects of the pandemic
- \* Bullying
- \* Effects of virtual learning



# Our Response

1

Use adult  
volunteers to  
partner with teens

2

Develop coping  
skills for use when  
needed

3

Create a sense of  
accomplishment  
and mastery

Our  
Inspiration

Dr. Dixon Chibanda

Friendship Bench

Zimbabwe



# Introducing Dr. Chibanda:



# Local Resources

Dr. Namkee Choi  
Steve Hicks School of  
Social Work

University of Texas



The University of Texas at Austin  
Steve Hicks School of Social Work

MENU 



**Namkee G.  
Choi, PhD**

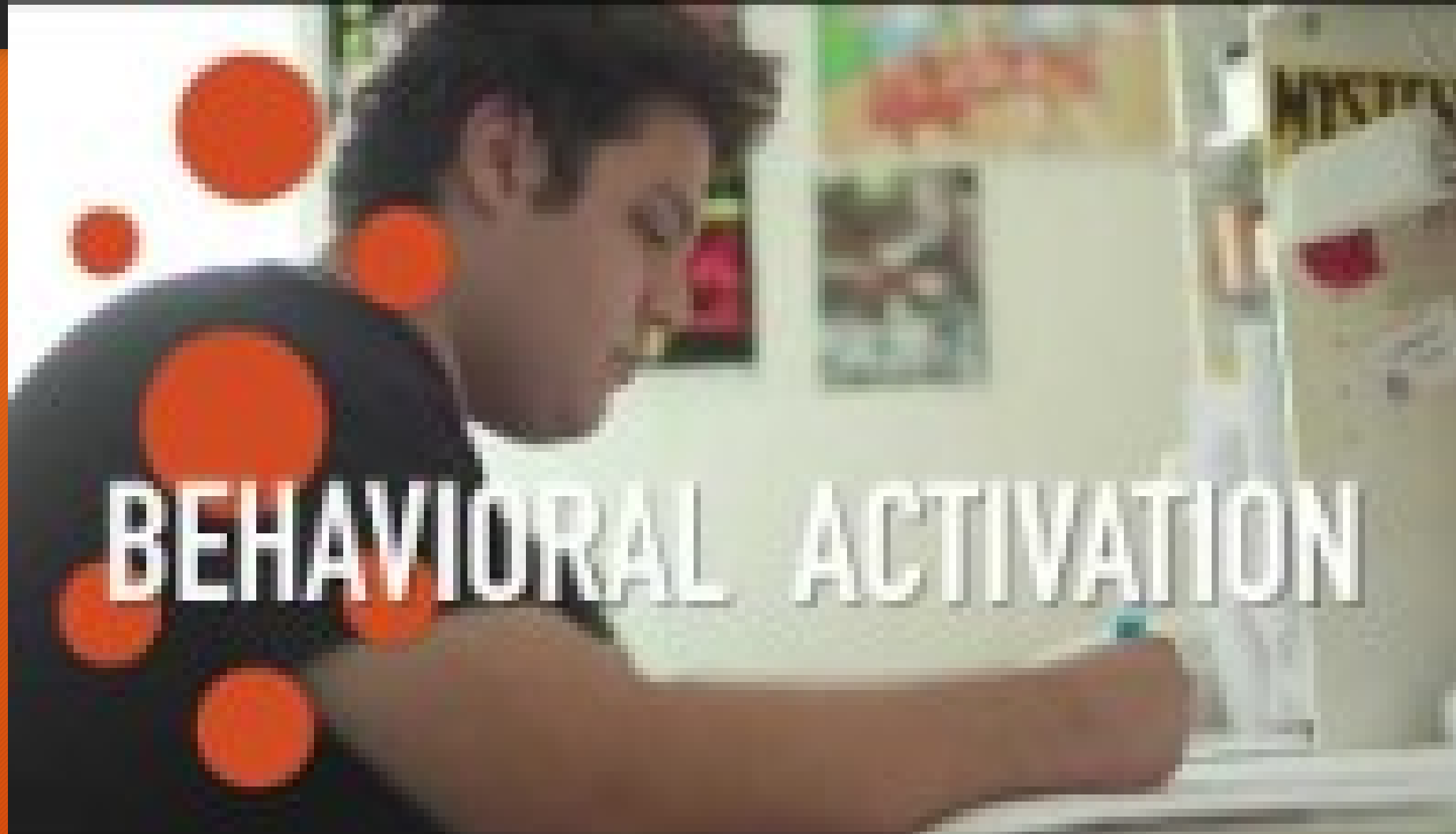
# Behavior Activation

- What is BA?
- How is it done?
- What are the results?
- Does this have to be done with a licensed therapist?





# What is Behavior Activation?



# Behavior Activation

- What is BA?
- How is it done?
- What are the results?
- Does this have to be done with a licensed therapist?



# BA Activity - Role Playing

- Pair off with another person and practice Behavior Activation
- Using the example given to you, talk with your partner
- Listen with your heart to hear their answers
- Set an action plan on the example sheet
- Switch and do Behavior Activation with the other person



# Planning to Get Active

## Using Physical Activity to Feel Better Mentally

One of the best ways to take care of your mental health is by building physical activity into your days. This coping skill is sometimes called Behavioral Activation. Getting active for at least 15 minutes through sports, dance, exercise, or anything that gets your heart rate up, helps interrupt the cycle of inactivity, improves energy, and can offer an important sense of accomplishment. Use this worksheet to help plan some activities for your week and see how it impacts your mood!

### Activities I might like to do:

1.
2.
3.

### TIPS FOR SUCCESS:

- **Don't wait to feel motivated.** Stress and fatigue can lower motivation, making exercise feel impossible. Trust that when you get moving, the energy will find you and you will feel better!
- **Start where you are** and do what you can – this is not about competing with anyone; it's about feeling good.
- Accept that your resources and energy may be depleted and that **small steps do make a difference.**
- Try to do **activities that feel enjoyable** (or used to, even if they don't right now).
- **Get creative.** You can get active outside or at different areas in your home (walking stairs, home exercise programs, virtual dance classes, yoga videos).
- **Be consistent.** Stick to your activity plan and you will see it will become a habit that feels good!

### USE REWARDS TO BOOST MOTIVATION

Identify something you really enjoy that you can pair with your activity or give yourself as a reward afterwards. This will increase the likelihood of accomplishing your goal!

Consider:

- Exercising while you: watch a funny show, listen to a favorite podcast or upbeat album, talk to a friend
- Rewarding yourself after your activities with: a relaxing shower, playing a video game, preparing a favorite snack

The best time for me to be active during the day is:

I am going to try to do my activity for at least  minutes

This week, my goal is to do one of my activity choices at least  days of the week

Some things that might make it harder for me to reach my goal are:

I can try to overcome those barriers by:

### Reward

If I reach my daily goal, I will:



[TRAILStoWellness.org](http://TRAILStoWellness.org)


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Last edited: 05/16/2021

# SWITCH PARTNERS

# BA Activity Schedule Example

For each block of time, list the activity you did and what you experienced at that time

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6-7 am	10 min Walk - felt good						
7-8 am							
8-9 am							
9-10 am		15 min run - happy!		Wrote in my journal - 			
10-11 am							
11-12 Noon							



# Acknowledgements

## Online Pictures

Slide #1, #2, and Slide #9 - Online pictures powered by Bing - Creative Commons - [Creative Commons – Attribution 3.0 Unported – CC BY 3.0](#)

Slide #6 - Dr. Chabanda on YouTube from

Slide #8 - Behavior Activation Video on YouTube from <https://trailstowellness.org> - copyright 2013 The Regents of the University of Michigan

Handout: Planning to Get Active - copyright 2013 The Regents of the University of Michigan.

Website: <https://trailstowellness.org>

# Q&A

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