



**MINUTES
MANOR CITY COUNCIL MEETING
201 E. PARSONS
MANOR, TEXAS 78653
JUNE 20, 2012, 7:00 P.M.**

Council Members Present:

Mayor, Jeff Turner
Place 2, Gil Burrell (Mayor Pro-Tem)
Place 3, Rita Jonse
Place 4, Danny Scarbrough
Place 5, Rebecca Davies
Place 6, Vacant

City Staff Attending:

Steve Shanks, City Manager
Tom Bolt, Assistant City Manager
Paulina Torres, City Secretary
Michael Tuley, Public Works Director
Robert Snyder, Chief of Police
Vanessa Drimalas, Court Clerk
Lydia Collins, Finance Director

Place 1, Jim Hooker, Absent

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT.

The meeting was called to order by Mayor Turner at 7:00 p.m. who announced that a quorum of the City Council was present.

PLEDGE OF ALLEGIANCE

VISITOR AND CITIZEN'S FORUM

Manor resident, Ms. Vicki McFarland, signed up to speak during the City Manager's Report, agenda item 9c. Mr. Blain Szabo, also a Manor resident, signed up to speak during agenda item 6.

CONSENT AGENDA

1. Approval of the minutes:
 - a. June 6, 2012 regular meeting

A motion was made by Council Member Davies and seconded by Council Member Scarbrough to approve consent item no. 1. The motion carried unanimously, 5-0.

Minutes
Manor City Council Meeting
June 20, 2012

2. Departmental Reports:
 - a. Police Department
 - b. Public Works Department
 - c. Development Services Department
 - d. Municipal Court
3. Financial Report

REGULAR AGENDA (discussion and action items)

4. Discuss and act upon the Development Agreement for the ShadowGlen Subdivision and authorize the City Manager to finalize the agreement and execute the agreement in a form acceptable to the City Manager and the City Attorney.

City Manager, Steve Shanks, reminded Council that this agreement was already approved by Council in a 2011 meeting with a couple of administrative issues to complete and coordinate with Travis County. These franchise fee collection issues have been satisfied and approved at Travis County Commissioners Court.

Mr. Shanks also informed Council of some other items that had been resolved since the 2011 approval, and have been revised or corrected in the final draft for execution. They are:

- A) Easement Overlay Exhibit added to already platted lots for collection of franchise fees.**
- B) Conveyance Deed forms approved and will be conveyed within 30 days of execution.**
- C) Time had already expired for the improvements to be made to segment 'C' of Lexington Blvd., as required, in Sec. 3.06 of the agreement. This deadline has been extended to August 1, 2013, at the latest.**

Council Member Burrell asked if that was the existing roadway now in the subdivision. Mr. Shanks explained that it was a section of Lexington, a few hundred feet north of 290. Council Member Scarbrough made the motion to authorize the City Manager to finalize this agreement and execute it in a form acceptable to the City Manager and the City Attorney. Motion was seconded by Council Member Burrell. Motion passed unanimously, 5-0.

5. Consider and act upon authorizing the City Manager to accept the conveyance of property interests required to be conveyed to the City under the ShadowGlen Development Agreement and to execute instruments conveying such property interests that are in a form acceptable to the City Manager and City Attorney.

A motion was made by Council Member Burrell and seconded by Council Member Scarbrough to authorize the City Manager to accept the conveyance of property interests required to be conveyed to the City under the ShadowGlen Development Agreement and to execute instruments conveying such property interests that are in a form acceptable to the City Manager and City Attorney. Motion carried unanimously, 5-0.

6. Discussion and possible action on proposed changes to the vendor ordinance and/or seasonal vendor ordinance.

City Manager, Steve Shanks, stated that the revisions that are being considered to be made in the vendor ordinance have to do with ways to accommodate the food courts. The change that is being considered to be made on the seasonal ordinance is changing the permit time frame from a six month to a year basis. Mr. Tom Bolt, Assistant City Manager, added that another change in this ordinance is replacing the language that uses the word "seasonal" to be "semi-permanent" describing a vendor who may want to operate on a piece of property in annual periods.

Mr. Bolt further stated that he has become aware of the potential for locating these mobile vending units on undeveloped properties without proper parking accommodations. He advised that Council could add language to this ordinance that provided a limitation in which hours of operation had to be compatible with the existing commercial use so that parking is shared or available. Council Member Jonse asked Mr. Bolt if the Planning and Zoning commission would be looking into this issue before Council. Mr. Bolt explained that the P & Z commission will address the food courts, but the issue on the parking provisions for these semi-permanent vendor units will need to be addressed by Council.

Resident, Mr. Blain Szabo, stated that because the City of Manor follows Austin regulations, it has been provided in Austin that a vendor may not be conjoined between two residential properties. Mr. Bolt agreed that Austin does have these regulations, however, it is designed with the compatibility with existing single family, residentially zoned properties. Mr. Shanks added that there is a difference between the use and the designation.

Mr. Shanks concluded that because we do not have the final ordinance draft, no action needs to be taken by Council at this time. Mr. Shanks also confirmed to Mr. Szabo that, due to this delay, Mr. Szabo will be issued an extension on his permit until Council has the opportunity to act on this item at the July 11th meeting.

7. Consider and act upon authorizing the City Manager to execute a lease agreement for a new printer/copier for the Police Department.

A motion was made by Council Member Davies and seconded by Council Member Jonse to authorize the City Manager to execute a lease agreement for a new printer/copier for the Police Department. Motion was approved unanimously.

8. Discuss and act upon proposed amendments to the FY 2011-2012 Approved Budget, creating the Amended Budget for FY 2011-2012.

A motion was made by Council Member Davies and seconded by Council Member Scarbrough to adopt the Amended Budget for FY 2011-2012. Motion carried unanimously, 5-0.

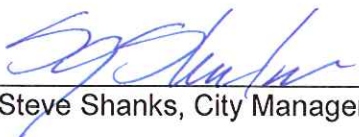
9. CITY MANAGER'S REPORT

- a. Chamberlain House discussion
- b. Applicants for vacant Place 6 seat on City Council
- c. Applications received for mid-year H.O.T. funds consideration
 - **Ms. Vicki McFarland announced that on behalf of the Manor Fest Committee, she would like to give thanks to the City of Manor for their support of last year's event.**
- d. Wal-Mart project update
- e. TxDOT Gregg Manor Rd. realignment & 290 Signalization project
- f. Travis County Bridge 155 Replacement project on Old Hwy. 20

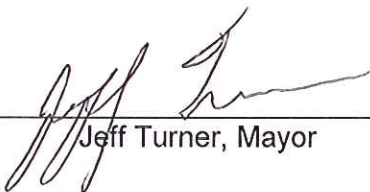
10. Adjourn

A motion was made by Council Member Davies to adjourn. Council Member Scarbrough seconded the motion. Motion was approved unanimously, 5-0. Mayor Jeff Turner adjourned the Council meeting at 8:30 p.m.

ATTEST:



Steve Shanks, City Manager



Jeff Turner, Mayor