



**CITY COUNCIL
REGULAR SESSION MINUTES
NOVEMBER 1, 2017**

PRESENT:

Rita G. Jonse, Mayor

COUNCIL MEMBERS:

Gene Kruppa, Mayor Pro-Tem, Place 1
Maria Amezcua, Place 2
Anne R. Weir, Place 3
Zindia Pierson, Place 4
Rebecca Davies, Place 5
Todd Shaner, Place 6

CITY STAFF:

Thomas Bolt, City Manager
Lluvia Tijerina, City Secretary
Scott Dunlop, Planning Coordinator
Ryan Phipps, Chief of Police
Lydia Collins, Director of Finance
Tracey Vasquez, Human Resources Coordinator
Jeff Ulmann, 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 Rita G. Jonse at 7:00 p.m. on Wednesday, November 1, 2017, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

At the request of Mayor Jonse, Girl Scout Troop #43011: Isabella Habegger, Shaohannah Habegger, Rebecca Habegger; Elijah Habegger (Cub Scout Pack 62); Katie Harmon; Shalyce Joiner; Sophia King; Landon King (Cub Scout Pack 711); Rya Barnes, led the Pledge to the American and Texas flags.

PUBLIC COMMENTS

No one appeared to speak at this time.

CONSENT AGENDA

- 1. Consideration, discussion, and possible action to approve the City Council Minutes of the October 18, 2017, Regular Meeting.**
- 2. Consideration, discussion, and possible action on the second and final reading of an ordinance rezoning 1.004 acres, more or less, Lot 2A, Block 1 Kroll-Lundgren Acres Revised Lot 2, locally known as 14405 N. FM 973, from Interim Agricultural (A) to Medium Commercial (C-2). Applicant: Miguel Luna. Owner: Miguel Luna.**

Ordinance No. 491: An Ordinance of the City of Manor, Texas, amending the zoning ordinance by rezoning a parcel of land from interim agricultural (A) to medium commercial (C-2); making findings of fact; and providing for related matters.

- 3. Consideration, discussion, and possible action to approve a resolution regarding a contract for the purpose of financing Parks Department and Waste Water Department Vehicles and Equipment.**

Resolution No. 2017-18: A Resolution regarding a contract for the purpose of financing "Parks & Waste Water Vehicles and Equipment".

City Manager Bolt stated that the items for purchase have been discussed and included in the budget. He clarified the approval was for the purchase agreement.

The discussion was held regarding the funds for the purchase and the buyback assistance for the resale of the equipment.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Amezcua, the Council voted seven (7) For and none (0) Against to approve and adopt all items on the consent agenda. The motion carried unanimously.

PUBLIC HEARING

- 4. Conduct a public hearing regarding the annexation of 775.11 acres, more or less, adjacent and contiguous to the city limits and being located in Travis County.**

The City staff's recommendation was that the City Council conduct the public hearing regarding the annexation of 775.11 acres, more or less, adjacent and contiguous to the city limits and being located in Travis County.

Scott Dunlop, Planning Coordinator, was available to address any questions posed by the City Council.

Mayor Jonse opened the public hearing.

City Manager Bolt discussed the new proposed annexation located in Travis County.

John G. Lione Jr. with The Fowler Law Firm PC, 312 W. University Avenue, Georgetown, Texas, spoke before City Council on behalf of the property owners Cecil and Samantha Ballard who reside at 12711 Kimbro Road regarding the opposition to the aspects of the annexation. He stated after speaking to Planning Coordinator Dunlop, he received a revised plan that eliminates the reason for the opposition. He specified if the revised plan presented to him is approved they will no longer oppose the annexation.

Chris Martinez, 12200 Tower, Manor, Texas, spoke to City Council regarding the restrictions for his AG exempt property concerning the burning ban and hunting regulations. Planning Coordinator Dunlop stated he would explain the regulations to Mr. Martinez.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Shaner, the Council voted seven (7) For and none (0) Against to close the public hearing regarding the annexation of 775.11 acres, more or less, adjacent and contiguous to the city limits and being located in Travis County. The motion carried unanimously.

5. Conduct a public hearing regarding the creation of a Public Improvement District – EntradaGlen.

The City staff's recommendation was that the City Council recess the public hearing regarding the creation of a Public Improvement District – EntradaGlen.

Scott Dunlop, Planning Coordinator, was available to address any questions posed by the City Council.

Mayor Jonse opened the public hearing.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Weir, the Council voted seven (7) For and none (0) Against to recess the public hearing regarding the creation of a Public Improvement District – EntradaGlen to the December 6, 2017, Regular City Council Meeting. The motion carried unanimously.

6. Conduct a public hearing for the purpose of receiving public comments on a proposed franchise for SiEnergy to provide gas services within the City of Manor.

The City staff's recommendation was that the City Council conduct the public hearing for the purpose of receiving public comments on a proposed franchise for SiEnergy to provide gas services within the City of Manor.

Don Dively, SiEnergy, 3 Lakeway Centre Ct., Suite 110, Austin, Texas was available to address any questions posed by the City Council.

Mayor Jonse opened the public hearing.

City Manager Bolt explained the franchise agreement with SiEnergy for the gas services in the Lagos Development.

Mayor Jonse inquired if the services were only for the Lagos Development or the entire City of Manor. City Manager Bolt stated the services are only for the Lagos Development at this time.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Kruppa, the Council voted seven (7) For and none (0) Against to close the public hearing for the purpose of receiving public comments on a proposed franchise for SiEnergy to provide gas services within the City of Manor. The motion carried unanimously.

7. Conduct a public hearing to review the performance of and obtain comments on the Texas Community Development Program (TxCDBG) Planning and Capacity Building Fund.

The City staff's recommendation was that the City Council conduct the public hearing to review the performance of and obtain comments on the Texas Community Development Program (TXCDBG) Planning and Capacity Building Fund.

Mayor Jonse opened the public hearing.

At the request of City Manager Bolt, Planning Coordinator Dunlop spoke regarding the presentation and acceptance of the study from GrantWorks. He explained the process to accept the plan by the P&Z Commission and City Council. He introduced Sophia Benner with GrantWorks, 2201 Northland Drive, Austin, Texas. Ms. Benner conducted the attached PowerPoint Presentation regarding the TxCDBG Planning Study.

The discussion was held regarding the review of the key findings and recommendations for the Comprehensive Plan for the City of Manor.

Ms. Benner explained the CDBG Federal Grant that was awarded to the City that helped complete the comprehensive planning study. She stated the plan provided an evaluation of the current conditions and recommendations on Housing, Land Use, Parks, Streets, Central Business District, Economic Development, Capital Improvements Program, Funding Sources, and Utilities (water, wastewater, drainage).

Mayor Jonse thanked Ms. Benner for the presentation and plan study. The discussion was held regarding the funds for the City, the recommendation to establish a 4A or 4B Economic Development Corporation and the jurisdictions of the state roads within the City.

City Manager Bolt thanked Ms. Benner and stated he agreed the City needs a Historic Preservation Entity to be able to reserve what the City has. The discussion was held regarding the historic areas within the City and how the City would adopt an Ordinance that would guide the preservation of the historic buildings within the City.

(Council Member Davies left the dais and Council Chambers at 7:36 p.m.)

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Amezcua, the Council voted six (6) For and none (0) Against to close the public hearing to review the performance of and obtain comments on the Texas Community Development Program (TxCDBG) Planning and Capacity Building Fund. The motion carried unanimously.

REGULAR AGENDA

8. Consideration, discussion, and possible action on the creation of a Public Improvement District – EntradaGlen.

The City staff's recommendation was that the City Council postpone the creation of a Public Improvement District-EntradaGlen.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Amezcua, the Council voted six (6) For and none (0) Against to postpone the creation of a Public Improvement District Entrada-Glen to the December 6, 2017, Regular City Council Meeting. The motion carried unanimously.

9. Consideration, discussion, and possible action on a resolution accepting the City of Manor 2017 – 2027 Comprehensive Plan as fulfillment of TxCDBG contract number 7125054.

The City staff's recommendation was that the City Council approve a resolution accepting the City of Manor 2017-2027 Comprehensive Plan as fulfillment of TxCDBG contract number 71250542.

Scott Dunlop, Planning Coordinator, was available to address any questions posed by the City Council.

City Manager Bolt explained the approval of the Resolution accepting the fulfillment of the TxCDBG contract.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Pierson, the Council voted six (6) For and none (0) Against to approve Resolution No. 2017-19: A Resolution of the City Council of the City of Manor, Texas, accepting the City of Manor 2017-2027 Comprehensive Plan as fulfillment of TxCDBG Contract No. 7215054; and finding and determining that the meeting at which this resolution was passed was open to the public as required by law. The motion carried unanimously.

10. Consideration, discussion, and possible action on the first reading of an ordinance granting a franchise to SiEnergy, L.P. to furnish and supply gas to the public within the City of Manor.

The City staff's recommendation was that the City Council approve the first reading of an ordinance granting a franchise to SiEnergy, L.P. to furnish and supply gas to the public within the City of Manor.

City Manager Bolt explained the Ordinance regarding the franchise agreement with SiEnergy.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Kruppa, the Council voted six (6) For and none (0) Against to approve the first reading of an ordinance granting a franchise to SíEnergy, L.P. to furnish and supply gas to the public within the City of Manor. The motion carried unanimously.

11. Consideration, discussion, and possible action on a Resolution of City Council of City of Manor Texas Approving Acquisition of Wastewater Utility Easement and the Approval of Wastewater Utility Easement and Wastewater Utility Commitment Agreement between City of Manor, Texas and Edward Wolf regarding 50.360-acre tract in the G Gates Survey No. 63, Abstract 315, Travis County, Texas and authorizing official to sign on behalf of City of Manor, Texas.

The City staff's recommendation was that the City Council approve the revised easement agreement and the resolution and authorize the City Manager to execute the agreement on behalf of the City of Manor, Texas.

City Manager Bolt explained the Resolution regarding the Wastewater Utility Easement and Wastewater Utility Commitment Agreement.

Mayor Jonse inquired about the amount being proposed in the agreement. City Manager Bolt clarified the school will be paying for the easement.

Council Member Kruppa stated the word "under" in the Resolution was misspelled. The discussion was held regarding the 18-inch and 15-inch wastewater service lines. Council Member Kruppa requested clarification on the wastewater service line sizes.

City Manager Bolt stated the misspelling of the word "under" would be corrected and he would check on the wastewater service line sizes. He advised the City Council to approve the resolution subject to making any adjustments if needed and authorizing him to execute the agreement and resolution after changes are made.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Shaner, the Council voted six (6) For and none (0) Against to approve Resolution No. 2017-20: A Resolution of the City Council of City of Manor, Texas, approving acquisition of Wastewater Utility Easement and the approval of Wastewater Utility Easement and Wastewater Utility Commitment agreement between City of Manor, Texas, and Edward Wolf, also known as Ed Wolf, individually and as independent executor named in the last will and testament of Geraldine Wolf, deceased and as trustee of the Ed Wolf trust in the last will and testament of Geraldine Wolf, deceased, with the understanding of the 15-inch or 18-inch service lines and authorizing the City Manager to execute the revised Resolution and agreement. The motion carried unanimously.

12. Consideration, discussion, and possible action to close City Offices at noon on December 13, 2017.

The City staff's recommendation was that the City Council approve to close City Offices at noon on Wednesday, December 13, 2017.

City Manager Bolt stated the request is only to close the City offices from noon until 3:00 p.m.

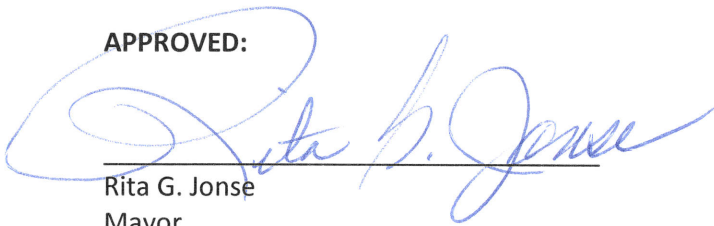
MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Pierson, the Council voted six (6) For and none (0) Against to approve the closure of City Offices from noon until 3:00 p.m. on Wednesday, December 13, 2017. The motion carried unanimously.

ADJOURNMENT

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Weir, the Council voted six (6) For and none (0) Against to adjourn the regular session of the Manor City Council at 8:06 p.m. on Wednesday, November 1, 2017. The motion carried.

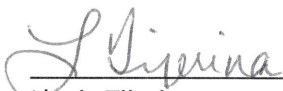
These minutes approved by the Manor City Council on the 15th day of November 2017.

APPROVED:



Rita G. Jonse
Mayor

ATTEST:



Lluvia Tijerina
City Secretary





City of Manor

TxCDBG Planning Study | 2017-2027

November 1, 2017

Background

- ▶ The City of Manor was awarded a CDBG federal grant to help complete a comprehensive planning study.
- ▶ The plan provides an evaluation of current conditions and recommendations on:

- ▶ Housing
- ▶ Land Use
- ▶ Parks
- ▶ Streets
- ▶ Central Business District
- ▶ Economic Development
- ▶ Capital Improvements Program
- ▶ Funding Sources
- ▶ Utilities (water, wastewater, drainage)

US Department
of Housing and
Urban
Development

Texas Department
of Agriculture

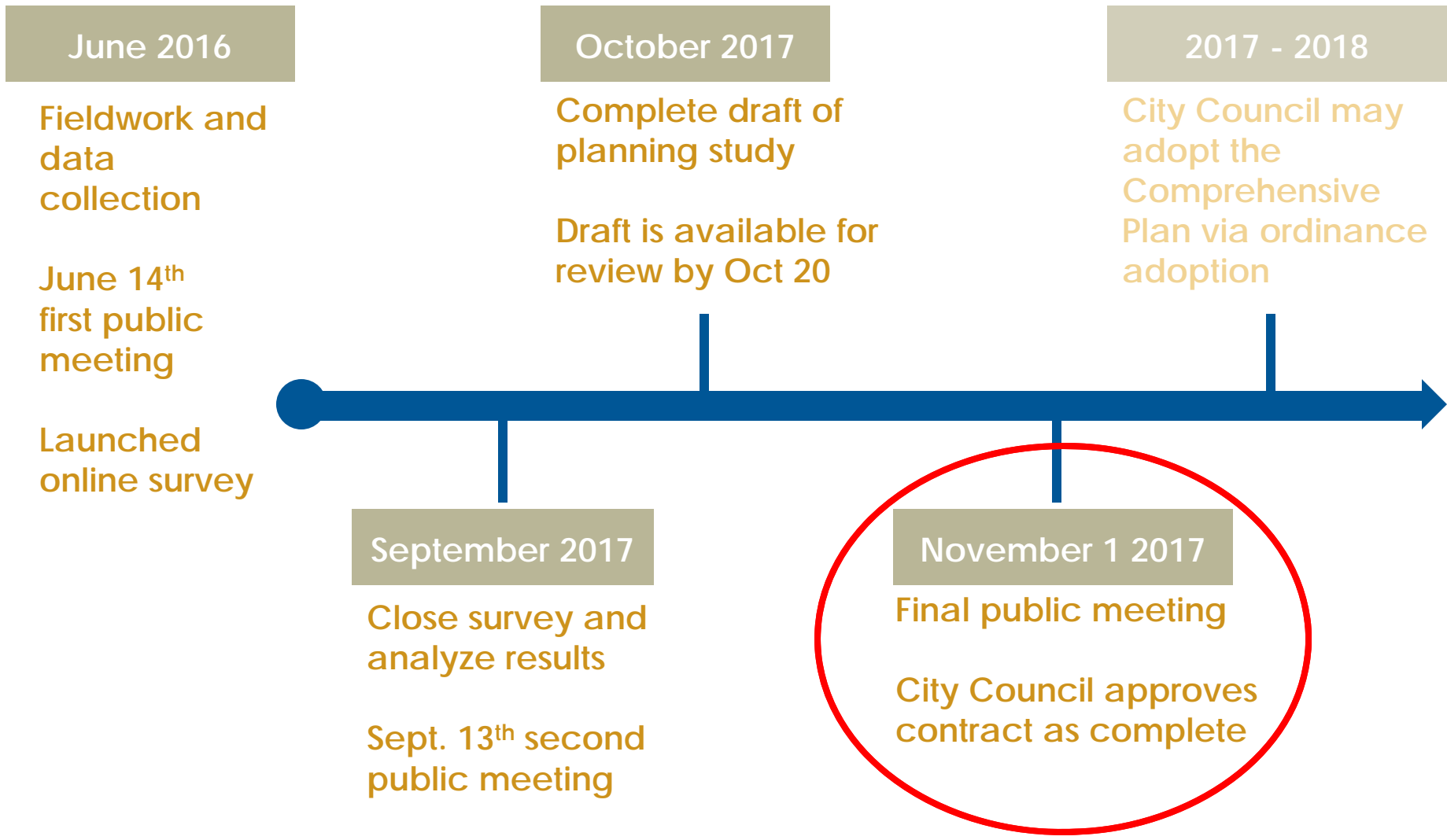
Community
Development
Block Grant
(CDBG)



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Planning Timeline



Purpose of this meeting

The purpose of this meeting is to:

- **Review the findings and recommendations in the 2017 Comprehensive Plan.**
- **Demonstrate completion of the TxCDBG 7215054 Contract**

Adoption of tonight's resolution *does not* adopt the Plan.

Residents and City representatives decide whether to adopt the plan and/or any of its supporting documents as a local ordinance.



The Plan

Purpose

- Provide an overview of current conditions
- Identify needs & prioritize improvements
- Identify potential financing opportunities

Plan Foundations

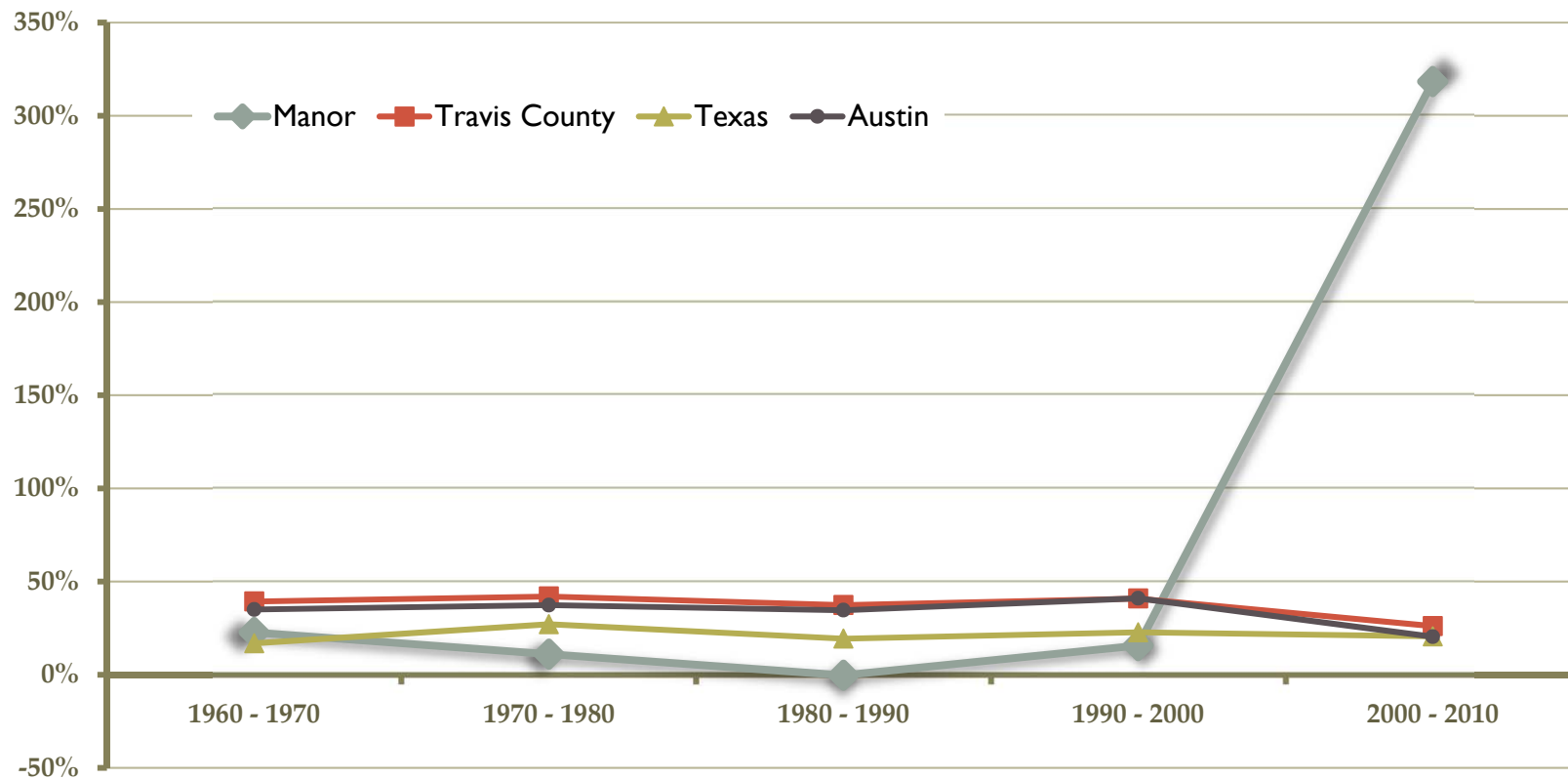


Manor 2027:

A City Connected

- Promote compact and connected development
- Invest in education and strengthen partnerships
- Improve mobility and transportation options
- Enhance commercial development
- Preserve farmland
- Maintain a unique identity

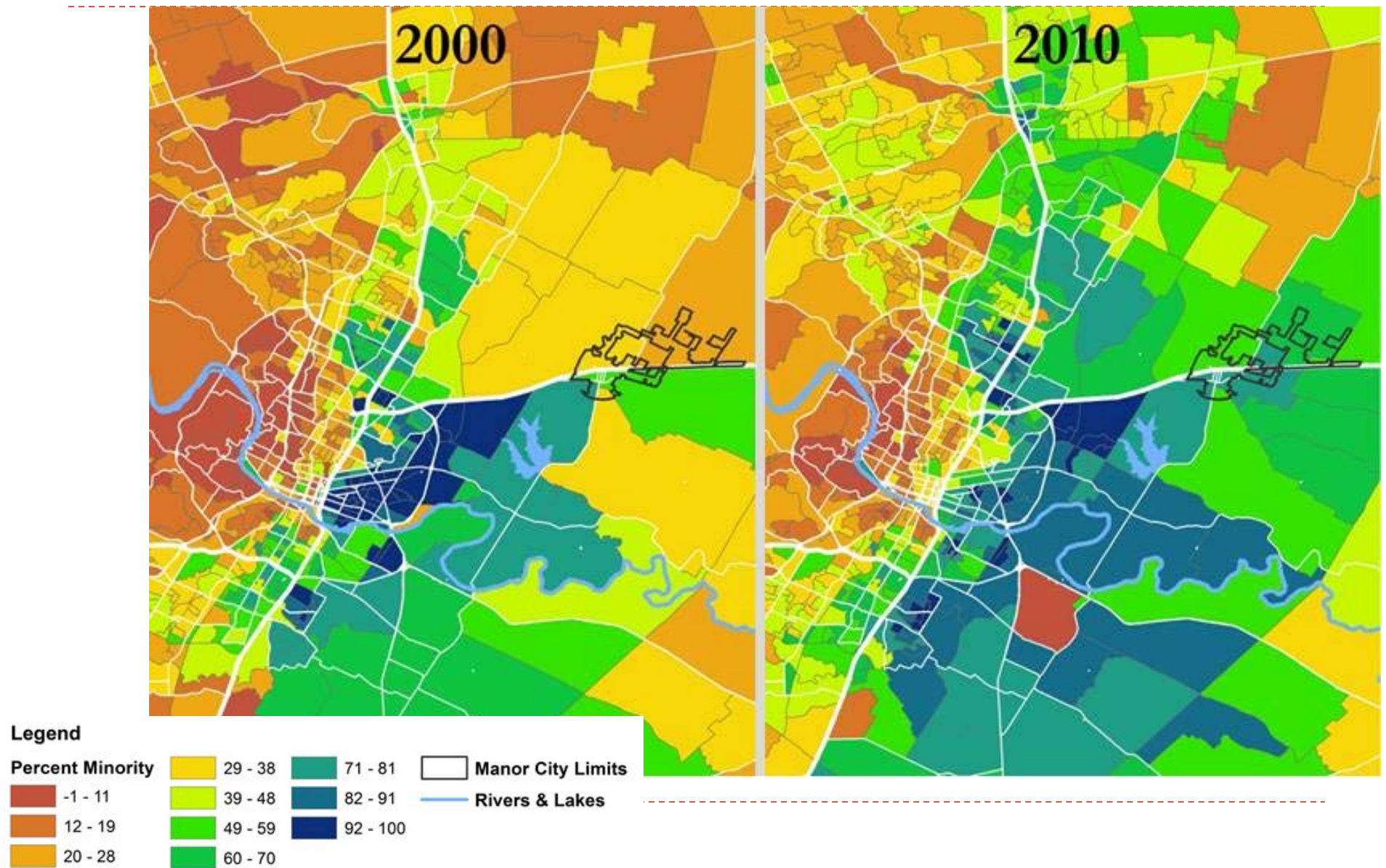
Population Changes



The population in Manor hovered around 1,000 residents since 1980.
Between 2000 and 2010 the population grew 319% to 5,000 residents.



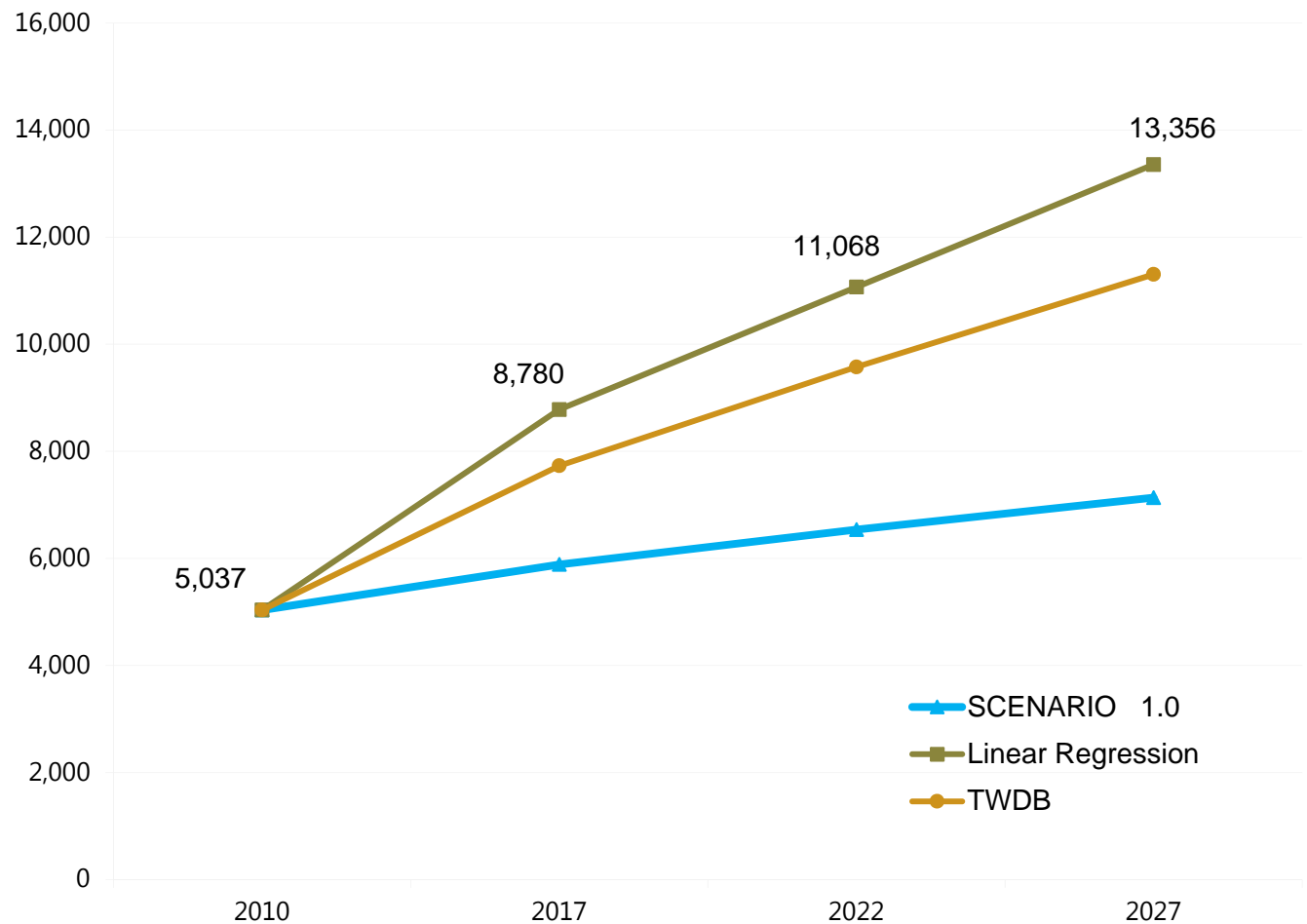
Demographic Changes



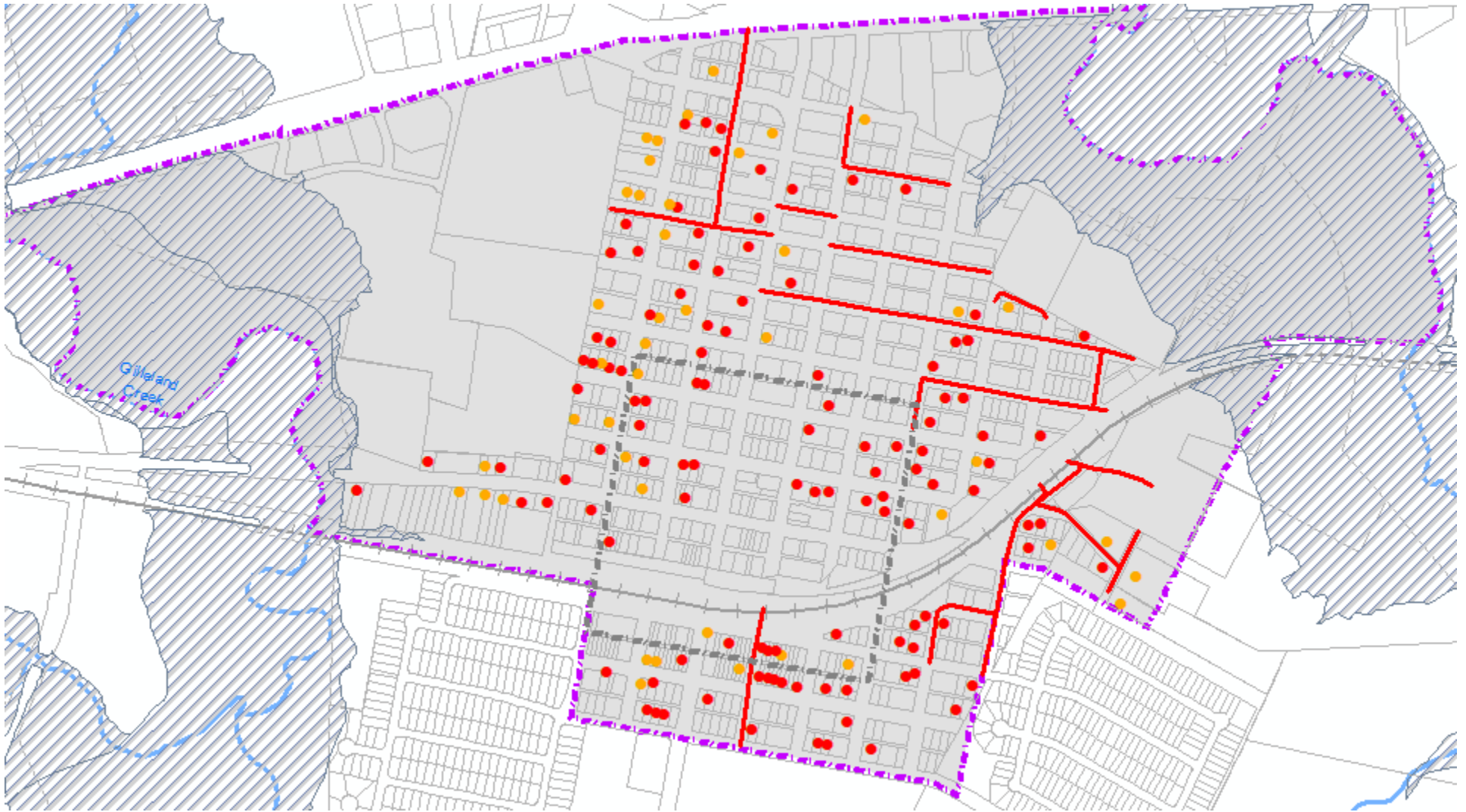
Anticipated Growth

2027 population projection is roughly 13,400.

To meet housing needs of the projected 2027 population, at least 7,200 new units will need to be constructed, 83 units will need to be repaired, and 47 units will need to be removed and replaced.



Key Challenges: Central Manor



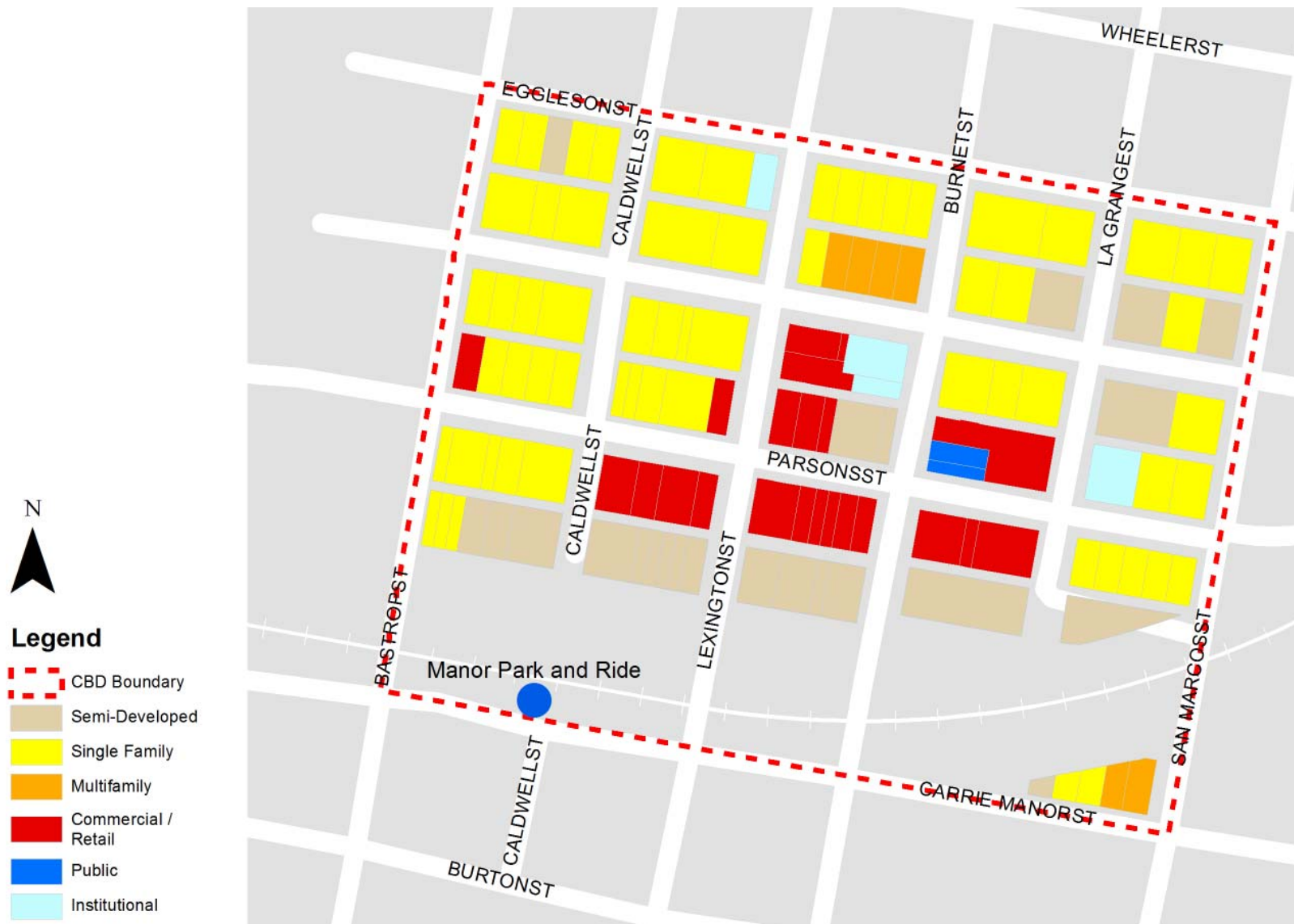
Key Challenges: Central Manor



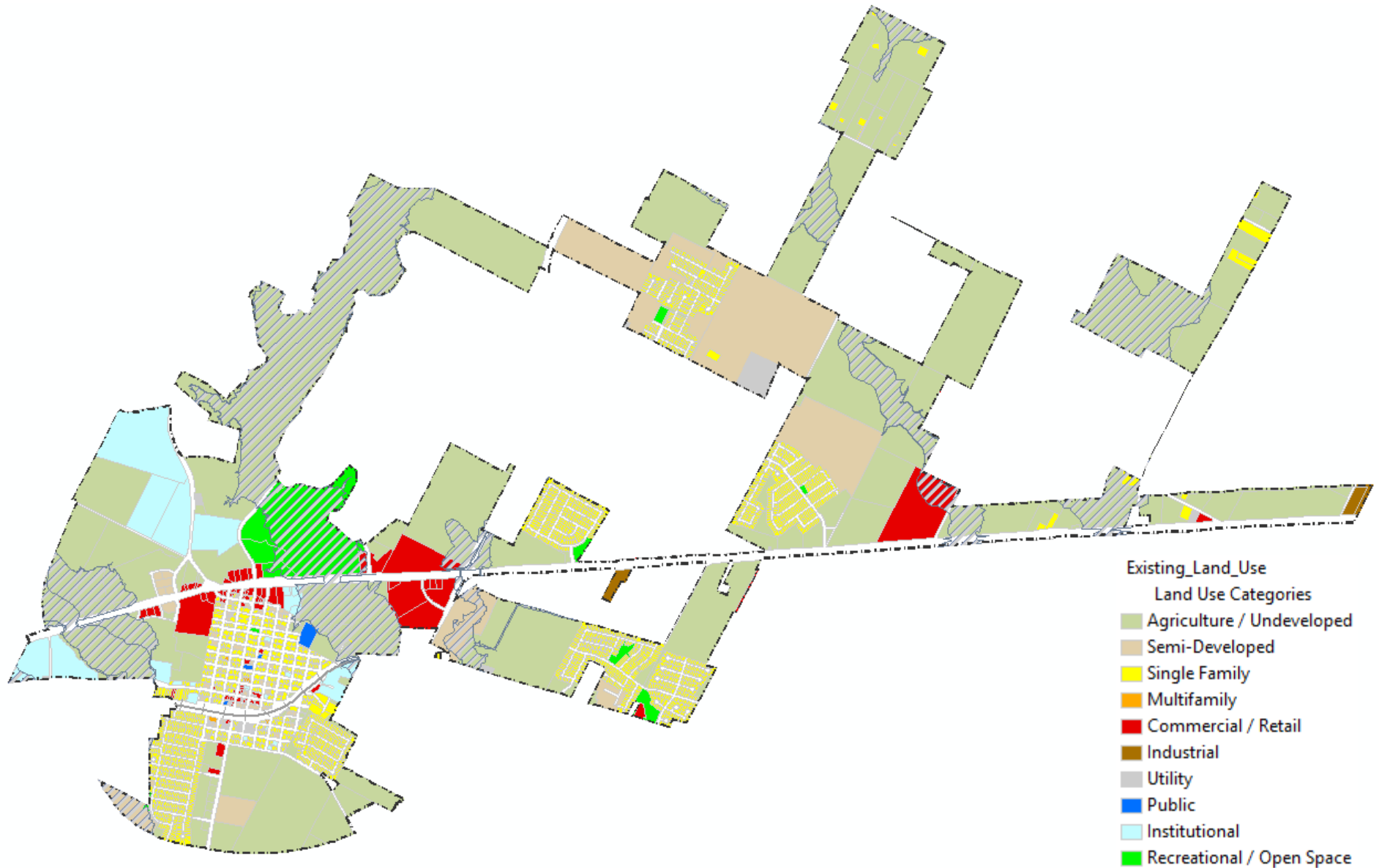
Key Challenges: Central Manor



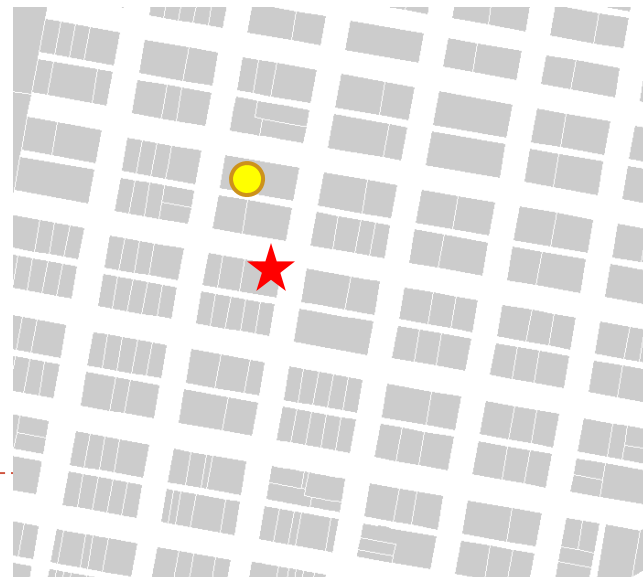
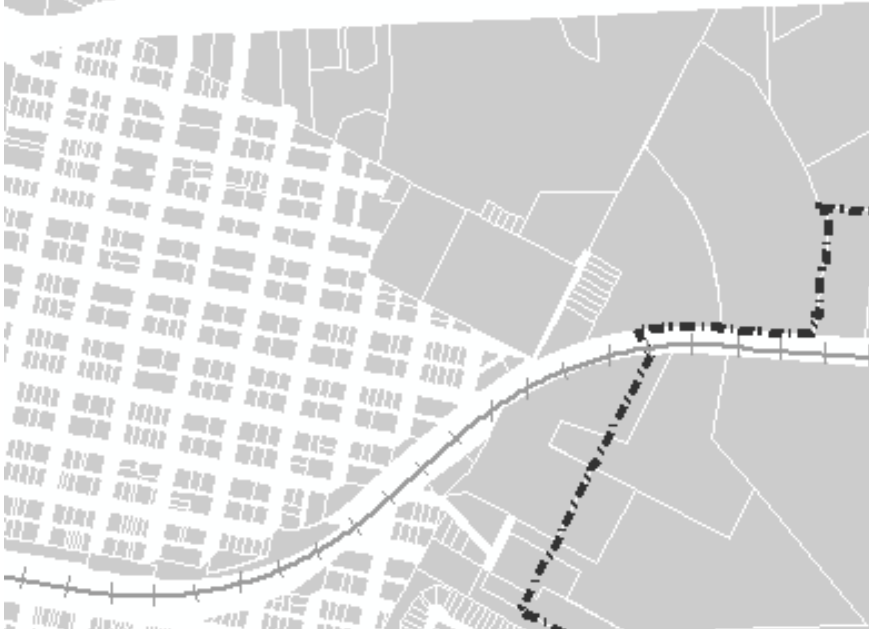
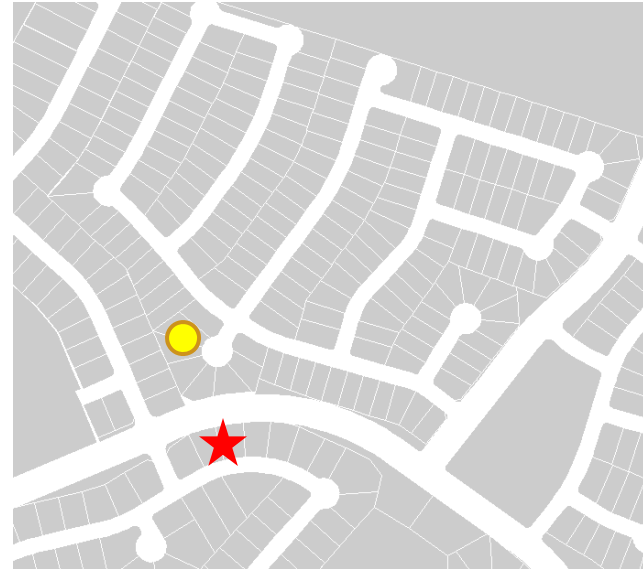
Key Challenges: Central Manor



Key Challenges: Managing Growth



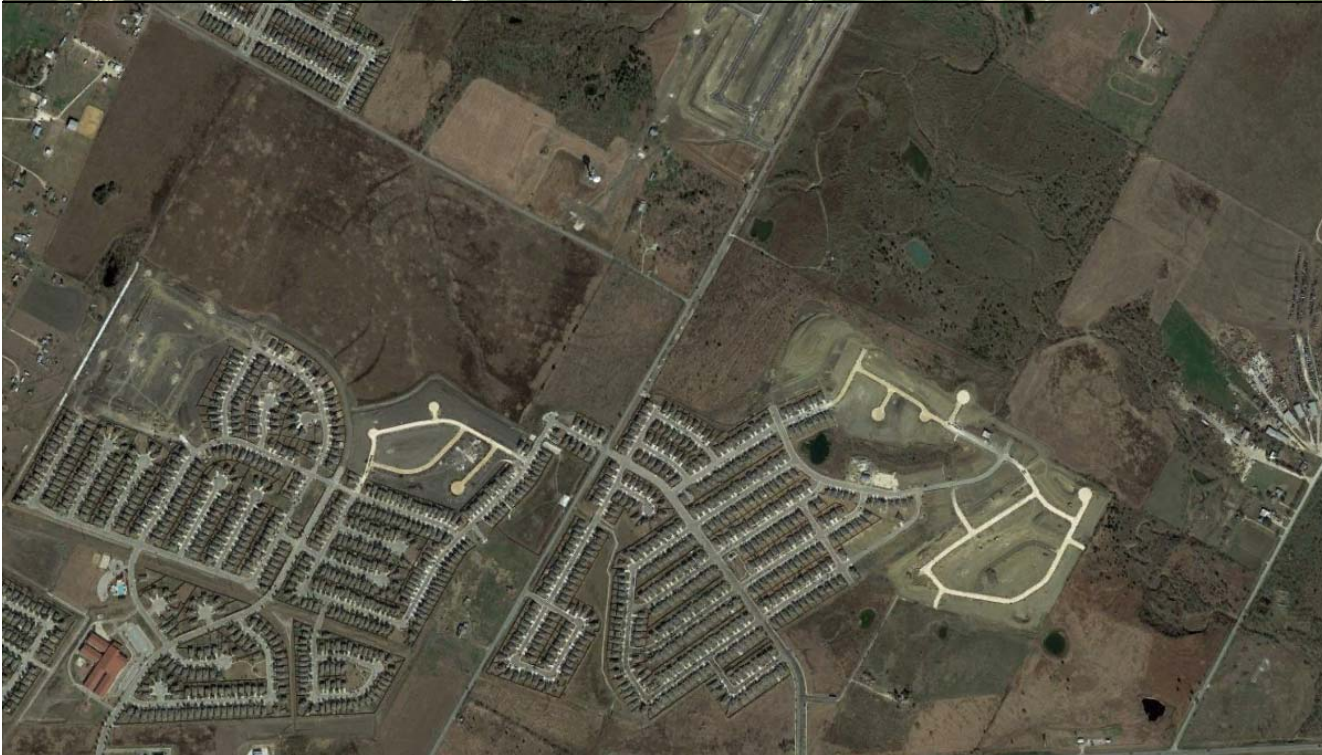
Key Challenges: Managing Growth





Key Challenges: Managing Growth

Disappearing farmland



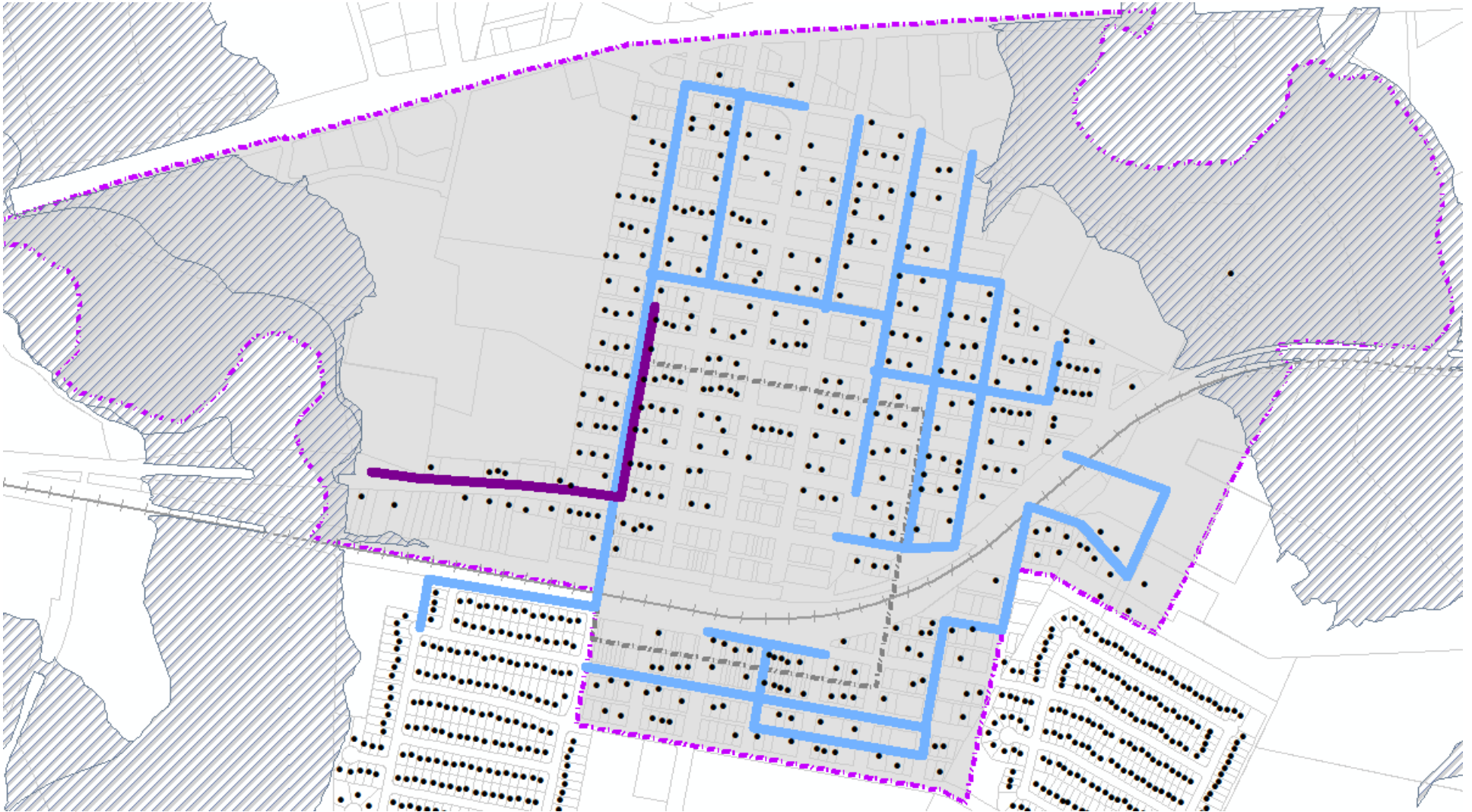


Key Challenges: Managing Growth



Commercial development

Key Recommendations: Central Manor



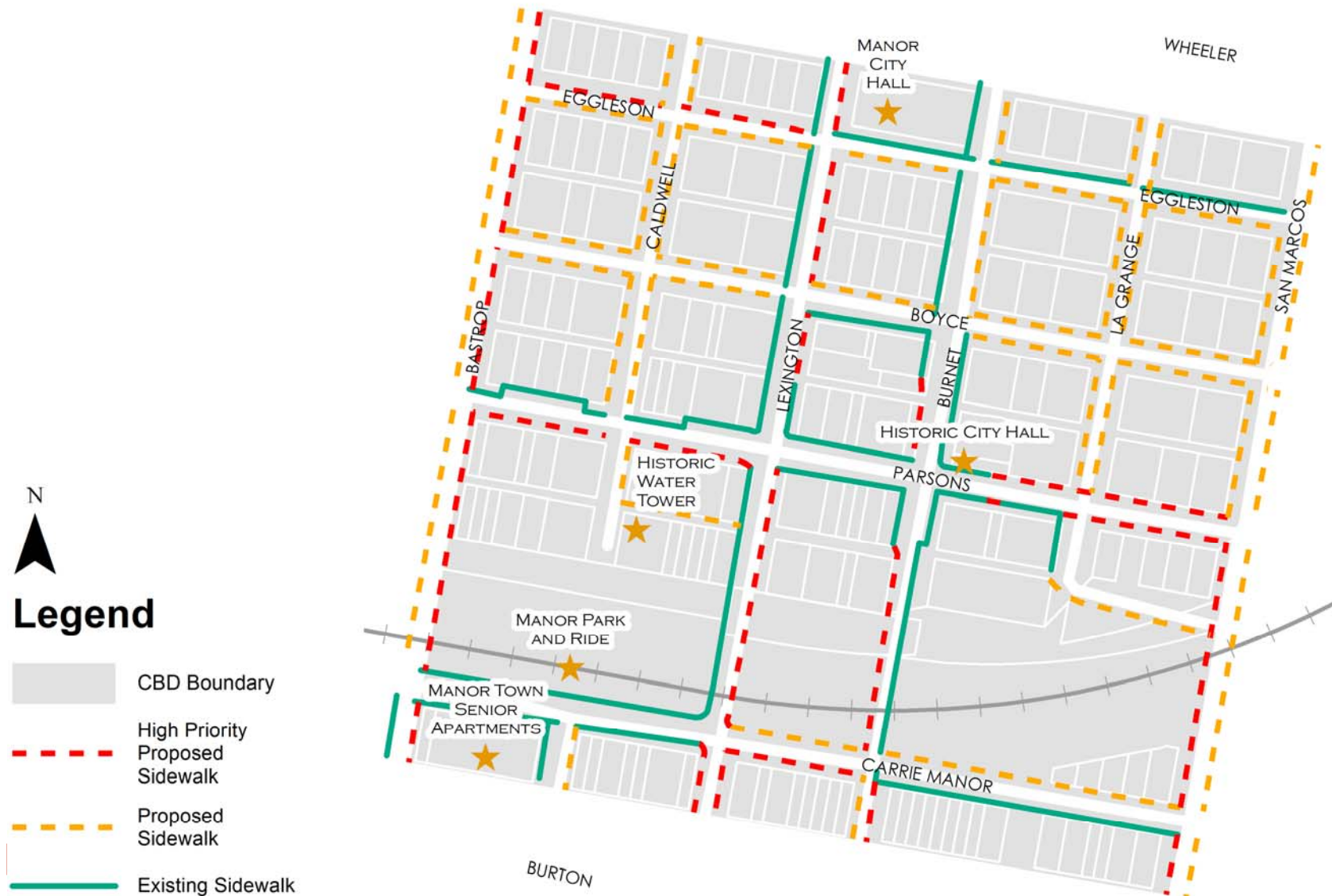


Key Recommendations: Central Manor

E. Parsons St. redesign



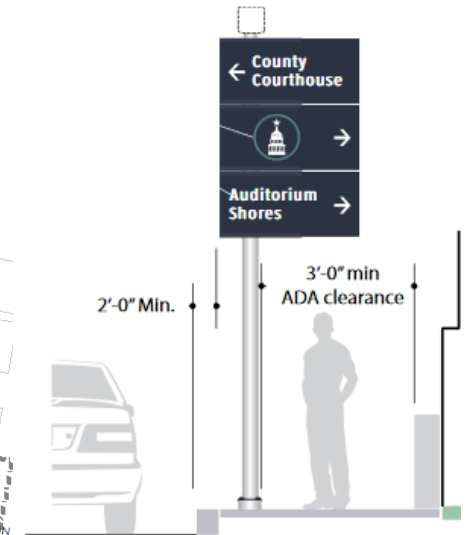
Key Recommendations: Central Manor



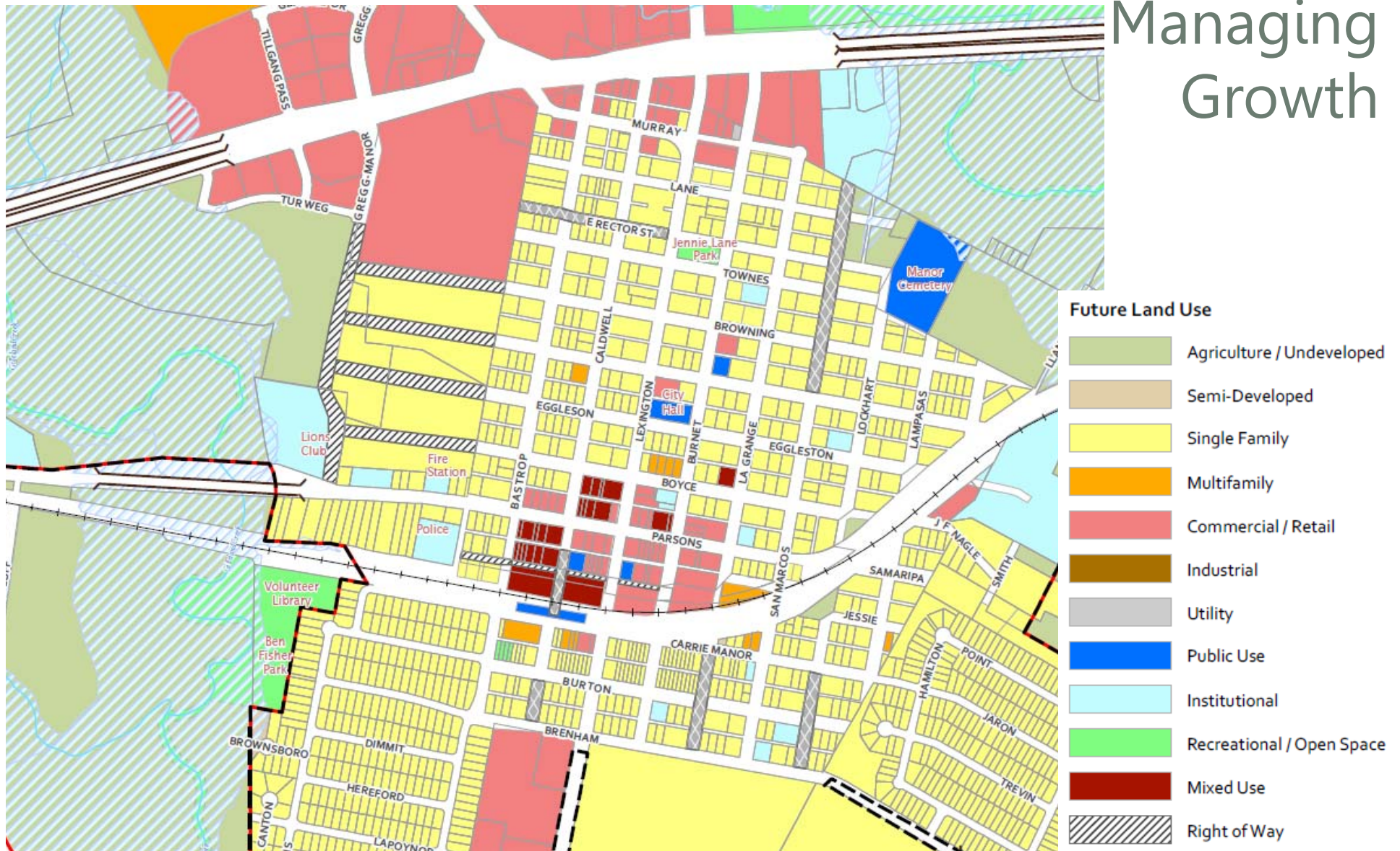
Key Recommendations: Central Manor



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Land Use Categories
- Mixed Use
 - Agriculture / Undeveloped
 - Semi-Developed
 - Single Family
 - Multifamily
 - Commercial / Retail
 - Utility
 - Public
 - Institutional
 - Recreational / Open Space



Key Recommendations: Managing Growth



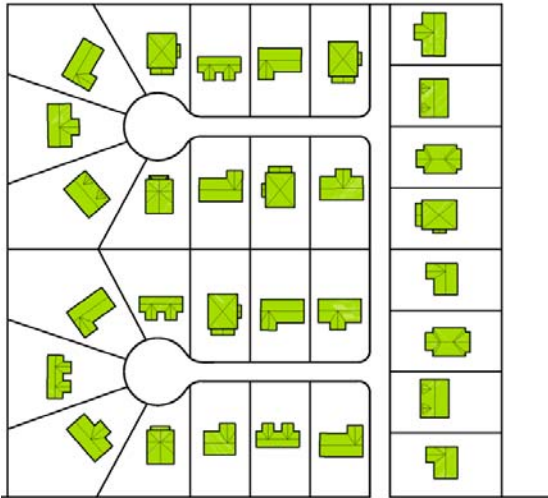
Key Recommendations: Managing Growth

The Future Land Use Map illustrates changes to land use patterns including:

- Residential and commercial infill development;
- Developed Right-of-Way to enhance connectivity for increased infill development;
- Preserved agricultural land on the periphery of the city;
- New land use category of Mixed-use; and
- Greenways along Gilleland Creek and Wilbarger Creek.

City Land Use Classification	Current - 2017 (total acres)	Current - 2017 (% developed)*	Future - 2027 (total acres)	Future - 2027 (% developed)*
Commercial	183.1	9.9%	404.9	12.0%
Mixed-use	-	-	5.1	0.2%
Industrial	11.9	0.6%	11.9	0.3%
Institutional	209.0	11.3%	219.0	6.5%
Multifamily	1.7	0.1%	39.8	1.2%
Public	6.0	0.3%	6.8	0.2%
Recreational	154.7	8.3%	324.8	6.0%
Semi-Developed	432.0	23.3%	1.0	0.0%
Single-Family	478.6	25.8%	2,012.4	62.7%
Utility	22.8	1.2%	4.8	0.1%
Right of Way	356.7	19.2%	371.3	10.8%
Total for Developed Areas	1,856.4	100%	3,401.9	100%
Agricultural, Forest, other Open Space	2,585.0		1,047.5	

*Percentage of total developed land for 2017 and 2027, respectively



Key Recommendations: Managing Growth



Thank you for coming!

