



Dr. Larry Wallace Jr., Mayor  
Deja Hill, Mayor Pro Tem, Place 5  
Emily Hill, Place 1  
Maria Amezcua, Place 2  
Dr. Christopher Harvey, Place 3  
Danny Scarbrough, Place 4  
Vacant, Place 6

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## City Council Regular Meeting

Wednesday, September 16, 2020 at 7:00 PM

Manor City Hall, Council Chambers, 105 E. Eggleston St.

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### AGENDA

This meeting will be live streamed on Manor Facebook Live

You can access the meeting at <https://www.facebook.com/cityofmanor/>

#### CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

#### PLEDGE OF ALLEGIANCE

#### PROCLAMATIONS

- A. Declaring Thursday, September 17, 2020, as “*Constitution Day and Citizens Day*”
- B. Declaring Tuesday, September 22, 2020, as “*Emancipation Day*”

#### PUBLIC COMMENTS

*Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person. Comments on specific agenda items must be made when the item comes before the Council. To address the City Council, please complete the white card and present it to the City Secretary prior to the meeting. **No Action May be Taken by the City Council During Public Comments.***

#### REPORTS

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

- A. **Ascension Seton – Screen & Go**  
*Submitted by: Tracey Vasquez, HR Manager*
- B. **Small Business & Startup Entrepreneurship Certification Program**  
*Submitted by: Mayor Wallace Jr.*
- C. **CivStart**  
*Submitted by: Mayor Wallace Jr.*

## PUBLIC HEARINGS

1. **Consideration, discussion, and possible action on the FY 2020-2021 Proposed Annual Budget of the City of Manor, Texas.**  
*Submitted by: Thomas Bolt, City Manager*
2. **Consideration, discussion, and possible action on the FY 2020-2021 Proposed Property Tax Rate of the City of Manor, Texas.**  
*Submitted by: Thomas Bolt, City Manager*
3. **Conduct a public hearing upon a rezoning request for twenty (20) acres, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2).**  
*Owner: Curt Johnson*  
*Applicant: Mahoney Engineering*  
*Submitted by: Scott Dunlop, Assistant Development Services Director*
4. **Conduct a public hearing upon a rezoning request for 0.36 acres, more or less, Lots 11-15 & East ½ of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB).**  
*Owner: Eric Davis*  
*Applicant: Eric Davis*  
*Submitted by: Scott Dunlop, Assistant Development Services Director*
5. **Conduct a public hearing upon a rezoning request for 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).**  
*Owner: Las Entradas Development Corp.*  
*Applicant: Carlson Brigance & Doering, Inc.*  
*Submitted by: Scott Dunlop, Assistant Development Services Director*
6. **Conduct a public hearing upon a rezoning request for 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2).**  
*Owner: Geraldine & Edward Wolf*  
*Applicant: BGE, Inc.*  
*Submitted by: Scott Dunlop, Assistant Development Services Director*

## CONSENT AGENDA

*All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Mayor or a Council Member; in which event, the item will be removed from the consent agenda and considered separately.*

7. **Consideration, discussion, and possible action to approve the City Council Minutes of the September 2, 2020, Regular Meeting.**  
*Submitted by: Lluvia T. Almaraz, City Secretary*
8. **Consideration, discussion, and possible action on the acceptance of the August 2020 Departmental Reports.**  
*Submitted by: Thomas Bolt, City Manager*

- **Police – Ryan Phipps, Chief of Police**
- **Development Services – Scott Dunlop, Asst. Dev. Services Director**
- **Community Development – Debbie Charbonneau, Community Dev. Manager**
- **Municipal Court – Sarah Friberg, Court Clerk**
- **Public Works – Michael Tuley, Director of Public Works**
- **Finance – Lydia Collins, Director of Finance**

## REGULAR AGENDA

9. **Consideration, discussion, and possible action on an ordinance adopting the Annual Budget for the City of Manor for the fiscal year beginning October 1, 2020 and ending September 30, 2021.**  
*Submitted by: Thomas Bolt, City Manager*
10. **Consideration, discussion, and possible action on an ordinance levying Ad Valorem taxes for the use and support of the municipal government of the City of Manor for the fiscal year beginning October 1, 2020 and ending September 30, 2021.**  
*Submitted by: Thomas Bolt, City Manager*
11. **Consideration, discussion, and possible action on an ordinance rezoning twenty (20) acre, more or less, out of the James Manor Survey No. 40, and being located at 10507 US Hwy 290 E, Manor, TX from Single Family (SF-1) and Light Commercial (C-1) to Medium Commercial (C-2).**  
*Owner: Curt Johnson*  
*Applicant: Mahoney Engineering*  
*Submitted by: Scott Dunlop, Assistant Development Services Director*
12. **Consideration, discussion, and possible action on an ordinance rezoning 0.36 acres, more or less, Lots 11-15 & East ½ of Lot 16, Block 29, Town of Manor, and being located at 109 North Lexington Street, Manor, TX from Single Family (SF-1) to Downtown Business (DB).**  
*Owner: Eric Davis*  
*Applicant: Eric Davis*  
*Submitted by: Scott Dunlop, Assistant Development Services Director*
13. **Consideration, discussion, and possible action on an ordinance rezoning 0.91 acres, more or less, out of the James Manor Survey No. 40, Abstract No. 546, and being located near US Hwy 290 E and Gregg Manor Road, Manor, TX from Light Commercial (C-1) to Multi-Family 25 (MF-2).**  
*Owner: Las Entradas Development Corp.*  
*Applicant: Carlson Brigance & Doering, Inc.*  
*Submitted by: Scott Dunlop, Assistant Development Services Director*
14. **Consideration, discussion, and possible action on an ordinance rezoning 50.32 acres, more or less, out of the Greenbury Gates Survey, and being located near N. FM 973 and Johnson Road, Manor, TX from Agricultural (A) to Two-Family (TF) and Medium Commercial (C-2).**  
*Owner: Geraldine & Edward Wolf*  
*Applicant: BGE, Inc.*  
*Submitted by: Scott Dunlop, Assistant Development Services Director*
15. **Consideration, discussion, and possible action on a Resolution accepting the petition for the addition of land to the Manor Heights Public Improvement District (PID).**  
*Submitted by: Thomas Bolt, City Manager*

- 16. Consideration, discussion, and possible action on a Resolution to conduct a public hearing on the Land Use Assumptions Map and proposed Capital Improvement Projects recommended by the Advisory Committee.**  
*Submitted by: Pauline Gray, City Engineer*
- 17. Consideration, discussion, and possible action on an agreement between TML Health and the City of Manor regarding the Flex Spending Account.**  
*Submitted by: Tracey Vasquez, HR Manager*
- 18. Consideration, discussion, and possible action on renewing a plan document for FY 2020-2021 between the City of Manor and the Flex System Spending Account, TML Health.**  
*Submitted by: Tracey Vasquez, HR Manager*
- 19. Consideration, discussion, and possible action on renewing the re-rate notice and benefits verification form for FY 2020 - 2021 between the City of Manor and the health insurance pool, TML-Health; and authorize the City Manager to execute the re-rate notice and benefits verification form.**  
*Submitted by: Tracey Vasquez, HR Manager*
- 20. Consideration, discussion, and possible action on renewing the FY 2020 - 2021 contract between the City of Manor and Alliance Work Partners for the Employee Assistance Program (EAP).**  
*Submitted by: Tracey Vasquez, HR Manager*
- 21. Consideration, discussion, and possible action on an agreement between AED 123 and the City of Manor regarding AED Devices and Services.**  
*Submitted by: Tracey Vasquez, HR Manager*
- 22. Consideration, discussion, and possible action on an appointment (s) to serve as the Capital Area Council of Governments (CAPCOG) General Assembly Representative (s) for the City of Manor.**  
*Submitted by: Thomas Bolt, City Manager*
- 23. Consideration, discussion, and possible action on a Resolution in support of the Paris Agreement.**  
*Submitted by: Mayor Wallace Jr.*
- 24. Consideration, discussion, and possible action to appoint two (2) Planning and Zoning Commission Members and two (2) City Council Members to serve on the Comprehensive Plan Request for Proposals (RFP) Review Committee.**  
*Submitted by: Scott Dunlop, Assistant Development Services Director*

## **EXECUTIVE SESSION**

The City Council will now convene into executive session pursuant to Section 551.071, Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct, for consultation with legal counsel regarding litigation matters.

## OPEN SESSION

The City Council will now reconvene into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and take action, if any, on item(s) discussed during Closed Executive Session.

## ADJOURNMENT

In addition to any executive session already listed above, the City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

### **CONFLICT OF INTEREST**

*In accordance with Section 12.04 (Conflict of Interest) of the City Charter, “No elected or appointed officer or employee of the city shall participate in the deliberation or decision on any issue, subject or matter before the council or any board or commission, if the officer or employee has a personal financial or property interest, direct or indirect, in the issue, subject or matter that is different from that of the public at large. An interest arising from job duties, compensation or benefits payable by the city shall not constitute a personal financial interest.”*

*Further, in accordance with Chapter 171, Texas Local Government Code (Chapter 171), no City Council member and no City officer may vote or participate in discussion of a matter involving a business entity or real property in which the City Council member or City officer has a substantial interest (as defined by Chapter 171) and action on the matter will have a special economic effect on the business entity or real property that is distinguishable from the effect on the general public. An affidavit disclosing the conflict of interest must be filled out and filed with the City Secretary before the matter is discussed.*

### **POSTING CERTIFICATION**

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, September 11, 2020, by 5:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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/s/ Lluvia T. Almaraz, TRMC  
City Secretary for the City of Manor, Texas

### **NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:**

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail [lalmaraz@cityofmanor.org](mailto:lalmaraz@cityofmanor.org).