



**CITY COUNCIL  
CALLED SPECIAL SESSION MINUTES  
AUGUST 23, 2021  
Via Telephone/Video Conference  
(Zoom Meeting)**

The meeting was live streamed on Manor Facebook Live beginning at 7:30 p.m.  
<https://www.facebook.com/cityofmanor/>

*Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in person meetings that assemble large groups of people the City Council special meeting scheduled for Monday, August 23<sup>rd</sup>, was only open to the public via remote access.*

The following instructions were provided to the general public.

*Instructions for Public Speaking:*

- Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting [www.cityofmanor.org](http://www.cityofmanor.org) where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to [publiccomments@cityofmanor.org](mailto:publiccomments@cityofmanor.org). Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

*Upon receiving instructions to join zoom meeting the following rules will apply:*

- All speakers must address their comments to the Mayor rather than to individual Council Members or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed three (3) minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.

Mayor Wallace advised that all votes would be conducted by a Roll Call Vote, meaning each City Council Member would be called on separately to cast their vote.

**PRESENT VIA ZOOM:**

Dr. Larry Wallace Jr., Mayor

**COUNCIL MEMBERS:**

Dr. Christopher Harvey, Mayor Pro Tem, Place 3  
Emily Hill, Place 1  
Anne Weir, Place 2 (Absent)  
Sonia Wallace, Place 4  
Deja Hill, Place 5  
Gene Kruppa, Place 6

**CITY STAFF:**

Scott Dunlop, Development Services Director  
Lluvia T. Almaraz, City Secretary  
Ryan Phipps, Chief of Police  
Lydia Collins, Director of Finance  
Tracey Vasquez, HR Manager  
Paige Saenz, City Attorney

**SPECIAL SESSION – 7:30 P.M.**

With a quorum of the Council Members present via video/telephone conference, the special session of the Manor City Council was called to order by Mayor Wallace at 7:30 p.m. on Monday, August 23, 2021.

**PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENTS**

There were no public comments received prior to the meeting.

Mayor Wallace adjourned the special session of the Manor City Council into Executive Session at 7:32 p.m. on Monday, August 23, 2021, in accordance with the requirements of the Open Meetings Law.

At the direction of Mayor Wallace, Chief of Police Phipps and Director of Finance Collins joined executive session via zoom.

At the direction of Mayor Wallace, City Attorney Saenz and HR Manager Vasquez joined the executive session via zoom.

At the direction of Mayor Wallace, Development Services Director Dunlop joined the executive session via zoom.

### **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 551.074 (Personnel Matters) Texas Government Code, to deliberate the employment of the City Manager; and to deliberate the appointment of an Interim City Manager* at 7:32 p.m. on Monday, August 23, 2021.

The Executive Session was adjourned at 10:20 p.m. on Monday, August 23, 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 10:20 p.m. on Monday, August 23, 2021.

Mayor Wallace opened the floor for action to be taken on the items discussed in the Executive Session.

*Section 551.074 (Personnel Matters) Texas Government Code, to deliberate the appointment of an Interim City Manager.*

**MOTION:** Upon a motion made by Council Member Kruppa and seconded by Council Member Wallace, to appoint Scott Dunlop, Development Services Director as Interim City Manager.

Council Member Deja Hill asked for clarification on the effective date of appointment.

Mayor Wallace asked Council Member Kruppa if he would accept an amendment to his motion for the appointment to take effective after the City Manager's retirement.

**MOTION:** Upon a motion made by Council Member Kruppa and seconded by Council Member Wallace, to appoint Scott Dunlop, Development Services Director as Interim City Manager, effective after the City Manager retires.

There was no further discussion.

**Motion to approve carried 6-0**

*Section 551.074 (Personnel Matters) Texas Government Code, to deliberate the employment of the City Manager.*

**MOTION:** Upon a motion made by Council Member Kruppa to reconsider the hiring of the City Manager and continue the search until City Council made a firm decision on the City Manager position.

Mayor Wallace asked for an amended motion that City Council had decided to republish the City Manager's position and go with a Firm to hire the new City Manager and to select the Firm at the next City Council meeting.

Council Member Kruppa accepted the amended motion.

**MOTION:** Upon a motion made by Council Member Kruppa and seconded by Mayor Pro Tem Harvey to republish the City Manager's position and go with a Firm to hire the new City Manager and for the Firm to be selected at the next City Council meeting.

There was no further discussion.


**Motion to approve carried 6-0**

**ADJOURNMENT**

The Special Session of the Manor City Council Adjourned at 10:23 p.m. on Monday, August 23, 2021.

These minutes approved by the Manor City Council on the 1<sup>st</sup> day of September 2021.

**APPROVED:**

  
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Dr. Larry Wallace Jr.  
Mayor

**ATTEST:**

  
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Lluvia T. Almaraz, TRMC  
City Secretary

