



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

PRESENT:

Dr. Larry Wallace Jr., Mayor

COUNCIL MEMBERS:

Dr. Christopher Harvey, Mayor Pro Tem, Place 3
Emily Hill, Place 1 (Absent)
Anne Weir, Place 2
Sonia Wallace, Place 4 (Arrived at 7:19 p.m.)
Deja Hill, Place 5
Gene Kruppa, Place 6 (Absent)

CITY STAFF:

Scott Dunlop, Interim City Manager
Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Lydia Collins, Director of Finance
Denver Collins, Captain
Michael Tulley, Direct of Public Works
Heath Ferguson, IT Manager
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 Wallace at 7:10 p.m. on Wednesday, September 1, 2021, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

Mayor Wallace led the Pledge of Allegiance.

PUBLIC HEARINGS

1. Public Hearing: Conduct a public hearing on the FY2021-2022 Proposed Annual Budget of the City of Manor, Texas.

The City staff recommended that the City Council conduct the first Public Hearing on the FY2021-2022 Proposed Annual Budget of the City of Manor, Texas.

Mayor Wallace opened the public hearing.

Director of Finance Collins discussed the attached proposed budget summary report.

The discussion was held regarding the proposed 11 new staff positions.

The discussion was held regarding the needs assessment process.

Mayor Wallace asked for additional justification on each proposed staff positions.

The discussion was held regarding a community library and other potential community programs for the city.

The discussion was held regarding the proposed positions of police officers.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Weir, to close the first public hearing on the FY2021-2022 Proposed Annual Budget of City of Manor, Texas.

There was no further discussion.

Motion to close carried 5-0

2. Public Hearing: Conduct a public hearing on the FY2021-2022 Proposed Property Tax Rate of the City of Manor, Texas.

The City staff recommended that the City Council conduct the first Public Hearing on the FY2021-2022 Proposed Tax Rate of the City of Manor, Texas.

Mayor Wallace opened the public hearing.

Director of Finance Collins discussed the attached Certified Tax Rate Sheet for the City of Manor.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Wallace, to close the first public hearing on the FY2021-2022 Proposed Tax Rate of the City of Manor, Texas.

There was no further discussion.

Motion to close carried 5-0

CONSENT AGENDA

3. Consideration, discussion, and possible action to approve the City Council Minutes.

- **August 18, 2021, City Council Regular Meeting; and**
- **August 23, 2021, City Council Called Special Session3.**

4. Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning 1.103 acres, more or less, out of the Greenbury Gates Survey No. 63 and being near the intersection of N. FM 973 and Johnson Road, Manor, TX from Two-Family (TF) to Medium Commercial (C-2). *Applicant: BGE, Inc., Owner: DR Horton*

Ordinance No. 618: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Two-Family (TF) to Medium Commercial (C-2); Making Findings of Fact; and Providing for Related Matters.

5. Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning 39.995 acres, more or less, out of the Greenbury Gates Survey No. 63 and being near the intersection of N. FM 973 and Shadowglen Trace, Manor, TX from Light Industrial (IN-1) to Institutional Large (I-2). *Applicant: ADM Group, Owner: Manor Independent School District*

Ordinance No. 619: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Light Industrial (IN-1) to Institutional Large (I-2); Making Findings of Fact; and Providing for Related Matters.

6. Second and Final Reading: Consideration, discussion, and possible action on an ordinance rezoning 75.37 acres, more or less, out of the Sumner Bacon Survey No. 62, and being located at 14832 N. FM 973, Manor, TX from Agricultural (A) to Institutional Large (I-2). *Applicant: Claycomb Associates, Owner: Manor Independent School District*

Ordinance No. 620: An Ordinance of the City of Manor, Texas, Amending the Zoning Ordinance by Rezoning a Parcel of Land From Agricultural (A) to Institutional Large (I-2); Making Findings of Fact; and Providing for Related Matters.

MOTION: Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Wallace, to approve the Consent Agenda.

There was no further discussion.

Motion to approve carried 5-0

REGULAR AGENDA

- 7. Consideration, discussion, and possible action on a resolution accepting the petition for annexation of 30.8643 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.**

The City staff recommended that the City Council adopt Resolution No. 2021-17 accepting the petition for annexation of 30.8643 acres of land, more of less being located in Travis County, Texas and adjacent and contiguous to the city limits; and providing for open meetings and other related matters.

Chris Bradford, 100 Congress Avenue, Suite 1100, Austin, Texas, submitted a card in support of this item but did not wish to speak; however, he was available to answer any questions posed by the City Council.

Resolution No. 2021-17: A Resolution of the City of Manor, Texas, Accepting the Petition for Annexation of 30.8643 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 Harvey and seconded by Council Member Wallace, to approve Resolution No. 2021-17 accepting the petition for annexation of 30.8643 acres of land, more of less 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 5-0

- 8. Consideration, discussion, and possible action on a resolution accepting the petition for annexation of 93.983 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.**

The City staff recommended that the City Council adopt Resolution No. 2021-18 accepting the petition for annexation of 93.983 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.

Resolution No. 2021-18: A Resolution of the City of Manor, Texas, Accepting the Petition for Annexation of 93.983 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 Council Member Wallace and seconded by Council Member Weir, to approve Resolution No. 2021-18 accepting the petition for annexation of 93.983 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.

There was no further discussion.

Motion to approve carried 5-0

9. Consideration, discussion, and possible action on a resolution accepting the petition for annexation of 42.921 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.

The City staff recommended that the City Council adopt Resolution No. 2021-19 accepting the petition for annexation of 42.921 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.

Resolution No. 2021-19: A Resolution of the City of Manor, Texas, Accepting the Petition for Annexation of 42.921 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 Council Member Wallace and seconded by Council Member Weir, to approve Resolution No. 2021-19 accepting the petition for annexation of 93.983 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.

There was no further discussion.

Motion to approve carried 5-0

10. Consideration, discussion, and possible action on the Consulting Firm for City Manager's position.

The City staff recommended that the City Council approve SGR Consulting Firm for City Manager's position.

MOTION: Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Weir, to approve SGR Consulting Firm for City Manager's position.

The discussion was held regarding the time frame for filling position.

There was no further discussion.

Motion to approve carried 5-0

11. Consideration, discussion, and possible action on renewing the contract between the City of Manor and AVESIS for the employee vision plan and authorize the Interim City Manager to sign the contract.

The City staff recommended that the City Council approve and renew the contract between the City of Manor and AVESIS for the employee vision plan and authorized the Interim City Manager to sign the contract.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Weir, to approve and renew the contract between the City of Manor and AVESIS for the employee vision plan and authorized the Interim City Manager to sign the contract.

There was no further discussion.

Motion to approve carried 5-0

12. Consideration, discussion, and possible action on renewing the contract between the City of Manor and Alliance Work Partners for the Employee Assistance Program (EAP) and authorize the Interim City Manager to sign the contract.

The City staff recommended that the City Council approve and renew the contract between the City of Manor and Alliance Work Partners for the Employee Assistance Program (EAP) and authorize the Interim City Manager to sign the contract.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Deja Hill, to approve and renew the contract between the City of Manor and Alliance Work Partners for the Employee Assistance Program (EAP) and authorize the Interim City Manager to sign the contract.

The discussion was held regarding the use of EAP benefits by employees.

The discussion was held regarding the EAP benefits for employee's immediate family.

There was no further discussion.

Motion to approve carried 5-0

13. Consideration, discussion, and possible action on proposed additions to the City of Manor Personnel Policies and Procedures Handbook.

The City staff recommended that the City Council approve the proposed additions to the City of Manor Personnel Policies and Procedures Handbook.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Weir, to approve the proposed additions to the City of Manor Personnel Policies and Procedures Handbook.

There was no further discussion.

Motion to approve carried 5-0

14. Consideration, discussion, and possible action on City Council Attendance Reports.

Mayor Wallace discussed the City Council Attendance reports.

The discussion was held regarding changing policy regarding determining consecutive absences.

Council Member Deja Hill proposed a self-analysis survey for elected officials regarding time commitment.

The discussion was held regarding a proposed percentage to be included in the Charter regarding attendance for elected officials.

The discussion was held regarding the topic to be discussed in charter review in 2022.

There was no action taken.

Mayor Wallace adjourned the regular session of the Manor City Council into Executive Session at 9:02 p.m. on Wednesday, September 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 551.074 (Personnel Matters)* to deliberate the performance of the City Manager at 9:02 p.m. on Wednesday, September 1, 2021.

The Executive Session was adjourned at 11:15 p.m. on Wednesday, September 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 11:15 p.m. on Wednesday, September 1, 2021.

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

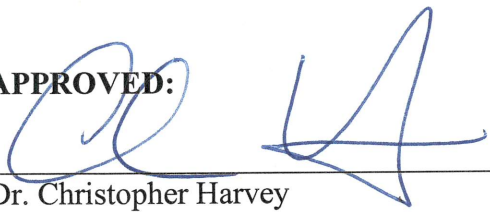
There was no action taken.

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 11:15 p.m. on Wednesday, September 1, 2021.

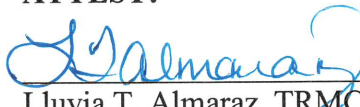
These minutes approved by the Manor City Council on the 15th day of September 2021.

APPROVED:



Dr. Christopher Harvey
Mayor Pro Tem

ATTEST:



Lluvia T. Almaraz, TRMC
City Secretary

