



**CITY COUNCIL  
WORKSHOP MINUTES  
MAY 5, 2021**

**THIS WORKSHOP WAS FOR REVIEW AND DISCUSSION ONLY; NO ACTION WAS TAKEN**

**PRESENT:**

Dr. Larry Wallace Jr., Mayor

**COUNCIL MEMBERS:**

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

**CITY STAFF:**

Thomas Bolt, City Manager  
Lluvia T. Almaraz, City Secretary  
Lydia Collins, Director of Finance  
Scott Dunlop, Assistant Development Services Director  
Ryan Phipps, Chief of Police  
Michael Tuley, Director of Public Works  
Debbie Charbonneau, Heritage & Tourism Manager  
Tracey Vasquez, HR Manager

**WORKSHOP SESSION – 9:00 A.M.**

With a quorum of the Council Members present, the workshop session of the Manor City Council was called to order by Mayor Wallace at 11:11 a.m. on Wednesday, May 5, 2021, at Casa Garcia's, 12700 Lexington St.#100, Manor, Texas.

**PUBLIC COMMENTS**

No one appeared at this time.

- **Discussion of Policies and Procedures for City Council and Administration.**

The discussion was held regarding the following:

- Communication with staff and Council regarding city's policy and procedures.
- Communication with staff and Council regarding city's new development and process.
- Communication with staff and Council regarding upcoming projects and/or events.
- Legal procedure process requirements for agreements/contracts and other related agenda topics.
- City Hall and Council communication with the community.
- Leadership Communication
- Manor's Growth
- Team Building
- Evaluation process for City Manager
- Economic Development
- Grant Process
- New city positions and time management

## ADJOURNMENT

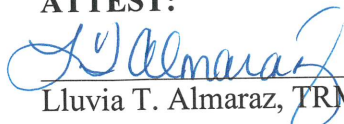
The Workshop Session of the Manor City Council Adjourned at 1:15 p.m. on Wednesday, May 5, 2021.

These minutes approved by the Manor City Council on the 19<sup>th</sup> day of May 2021.

### APPROVED:

  
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Dr. Larry Wallace Jr.  
Mayor

### ATTEST:

  
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Lluvia T. Almaraz, TRMC  
City Secretary

