



**MINUTES  
MANOR CITY COUNCIL MEETING  
201 E. PARSONS  
MANOR, TEXAS 78653  
JUNE 6, 2012, 7:00 P.M.**

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**Council Members Present:**

Mayor, Jeff Turner  
Place 1, Jim Hooker  
Place 2, Gil Burrell (Mayor Pro-Tem)  
Place 3, Rita Jonse  
Place 4, Danny Scarbrough  
Place 5, Rebecca Davies  
Place 6, Vacant

**City Staff Attending:**

Steve Shanks, City Manager  
Tom Bolt, Assistant City Manager  
Paulina Torres, City Secretary

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT.

The meeting was called to order by Mayor Turner at 7:02 p.m. who announced that a quorum of the City Council was present.

PLEDGE OF ALLEGIANCE

1. Swear in Council Members Elect.

Municipal Judge, William Gibson, swore in both Council Members – Gil Burrell to Place 2 and Danny Scarbrough to Place 4.

2. Recognize the resignation of Ms. Stacia Forsythe as a member of the City Council.

**Ms. Stacia Forsythe was not present during agenda item no. 2.**

3. Declare the council seat of Ms. Stacia Forsythe vacant.

Mr. Gene Kruppa, City of Manor resident, addressed the Council and announced his interest in serving as Council Member and would like to be considered for appointment.

VISITOR AND CITIZEN'S FORUM

**No other citizens signed up to speak during the forum.**

CONSENT AGENDA

4. Approval of the minutes:
  - a. May 16, 2012 regular meeting
  - b. May 23, 2012 special meeting

**A motion was made by Council Member Burell and seconded by Council Member Jonse to approve consent item no. 4. The motion carried unanimously.**

5. Public Hearing to consider amendment of Water and Wastewater Community Impact Fees.

**Mr. Frank T. Phelan, from Jay Engineering Company, Inc., explained to council that after the Community Impact Fee (CIF) Advisory Committee met and reviewed the calculations for the City's Community Impact Fee program's Water and Wastewater Impact Fees, they were recommending the City Council act to adopt Water and Wastewater Impact Fees of \$1800 for water and \$1800 for wastewater.**

**Mayor, Jeff Turner, asked Mr. Phelan how prevalent this reduction in impact fees were. Mr. Phelan replied that other cities are also reducing their impact fees due to making more conservative projections on projects and population. He advised Council that these impact fees were not set in stone and Council had the discretion to lower or increase if the need came to be.**

**It was also discussed that impact fees were not for City profit and were restricted funds used only to offset the high cost of development. A motion is not necessary for Agenda item no. 5 Public Hearing.**

6. Discuss, consider and act on amendment of Water and Wastewater Community Impact Fees.

**A motion was made by Council Member Burrell and seconded by Council Member Davies to approve an amendment of Water and Wastewater Community Impact Fees. The motion carried unanimously.**

7. Discuss, consider and act on amended Impact Fee Ordinance.

**A motion was made by Council Member Jonse and seconded by Council Member Scarbrough to adopt the amended Impact Fee Ordinance with the correction in Section 2.3, replacing the \$1,800 amount with \$2,100. Motion carried unanimously.**

8. City Manager's Report
  - a. Amended Budget
  - b. Budget Committee
  - c. City Hall Building


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- d. H.O.T. Funds
- e. City Council Appointment

9. Adjourn.


A motion was made by Council Member Davies to adjourn. Council Member Scarbrough seconded the motion. Motion was approved unanimously. Mayor Jeff Turner adjourned the Council meeting at 7:45 p.m.

ATTEST:



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Steve Shanks, City Manager



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Jeff Turner, Mayor