



**MINUTES
MANOR CITY COUNCIL MEETING
201 E. PARSONS
MANOR, TEXAS 78653
August 15, 2012, 7:00 P.M.**

Council Members Present:

Mayor, Jeff Turner
Place 1, Jim Hooker
Place 3, Rita Jonse
Place 4, Danny Scarbrough, Mayor Pro-Tem
Place 5, Rebecca Davies
Place 6, Gene Kruppa

Place 2, Gil Burrell - Absent

City Staff Attending:

Steve Shanks, City Manager
Robert Snyder, Chief of Police
Paulina Torres, City Secretary
Lydia Collins, Finance Director
Vanessa Drimalas, Court Clerk
Michael Tuley, Public Works Director

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT.

The meeting was called to order by Mayor Turner at 7:00 p.m. who announced that a quorum of the City Council was present.

PLEDGE OF ALLEGIANCE

VISITOR AND CITIZEN'S FORUM

No citizens signed up to speak during the forum.

CONSENT AGENDA

1. Approval of the minutes:
 - a. July 25, 2012 regular meeting

A motion was made by Council Member Jonse and seconded by Council Member Scarbrough to approve the July 25th, 2012 meeting minutes. The motion carried unanimously, 6-0.

2. Departmental Reports:
 - a. Police Department
 - b. Public Works Department
 - c. Development Services Department
 - d. Municipal Court

3. Financial Report

REGULAR AGENDA

4. Conduct a Public Hearing on the proposed issuance of "City of Manor, Texas Combination Tax and Revenue Certificates of Obligation, Series 2012"; in an amount not to exceed \$1,835,000.

Mayor Turner opened the Public Hearing. No members of the audience indicated a desire to make any comments.

Ms. Chris Lane, Financial Advisor with SAMCO, presented the bids received and announced the apparent low bidder was "TIB" The Independent Bankers Bank, with a bid of 2.49% with no legal fees and a possible call date of August 15, 2013 at par.

City Manager, Steve Shanks, again asked the Public if anyone had any comments regarding this matter, with no indication of any desire to make comments, Mayor Turner closed the Public Hearing.

5. Consideration and action on an Ordinance authorizing the issuance of \$1,835,000 "City of Manor, Texas Combination Tax and Revenue Certificates of Obligation, Series 2012"; authorizing the sale thereof; and enacting provisions incident and related to the issuance of said Certificates.

Tom Pollan, Bond Counsel from Bickerstaff Heath Delgado Acosta LLP, explained the Ordinance authorizing the issuance of Certificates of Obligation. He stated that this particular type of debt requires two publications. Mr. Pollan also confirmed that a petition had not been received by the five percent of the registered voters, therefore Council was free to act on and approve this Ordinance. The repayment will be in installments, bank qualified and tax exempt.

A motion was made by Council Member Davies and seconded by Council Member Scarbrough to adopt the Ordinance authorizing the issuance of \$1,835,000 "City of Manor, Texas Combination Tax and Revenue Certificates of Obligation, Series 2012"; authorizing the sale thereof; and enacting provisions incident and related to the issuance of said Certificates. The motion carried unanimously, 6-0.

6. Presentation, review, and discussion of the "City Manager's Proposed Annual Budget" for fiscal year 2012-13.

City Manager, Steve Shanks, presented the "City Manager's Proposed Annual Budget" for fiscal year 2012-13. A motion was made by Council Member Davies and seconded by Council Member Hooker to accept the City Manager's Proposed Annual Budget and that a proposal to adopt the Annual Budget be placed on the agenda of the regularly scheduled Council meeting on September 19th. Motion passed unanimously, 6-0.

7. Consider and act upon scheduling a public hearing on the Proposed Annual Budget (PAB) for FY 2012-13 and cause the City Secretary to post a general summary of the PAB for public inspection at the City Hall and publish Notice of Public Hearing on the Proposed Annual Budget for FY 2012-13 as required by Section 8.05 of the City Charter of the City of Manor, Texas.

A motion was made by Council Member Jonse and seconded by Council Member Scarbrough to schedule a public hearing on September 5th, at 7 p.m., in the Council Chamber of City Hall and that the City Secretary be directed to post notice of this public hearing, along with a general summary of the proposed budget in conformance with Section 8.05 of Manor's City Charter. The motion carried unanimously, 6-0.

8. Discussion of proposed ad valorem property tax rates and, if necessary, action to place the proposal to adopt a tax rate increase on the agenda of a future Council meeting.

A motion was made by Council Member Hooker and seconded by Council Member Kruppa to place a proposal to adopt an increase tax rate of \$0.8945 per \$100 of taxable value on the agenda of the September 19th regularly scheduled Council meeting. Motion passed unanimously, 6-0.

9. If necessary, consider and act upon scheduling two public hearings on the proposed tax increase and cause the City Secretary to publish Notice of Public Hearings on Tax increase as required by the Tax Code and in compliance with applicable Truth-in-Taxation provisions of the Texas Constitution.

A motion was made by Council Member Scarbrough and seconded by Council Member Kruppa to schedule two public hearings to discuss the proposal to adopt a tax increase to be held on August 29th and September 5th, at 7 p.m., in the Council Chamber of City Hall, and that the Council direct the City Secretary to publish notice of these public hearings on tax increase as required by current Tax Code and in compliance with the Truth-in-Taxation provisions of the Texas Constitution. Motion was approved unanimously, 6-0.

10. CITY MANAGER'S REPORT

- a. Preparations for City Ordinance codification
- b. Current staffing level status
- c. Update on City Hall Building project
- d. Tentative date for an informative presentation on Conflict of Interest and the Texas Open Meetings Act to City Council
- e. Reminder of Manor Employees Appreciation Night, scheduled for 6-9 p.m., on Thursday, August 16, at the ShadowGlen Swim and Amenity Center


11. Adjourn

A motion was made by Council Member Davies and seconded by Council Member Jonse to adjourn. Motion was approved unanimously, 6-0. Mayor Jeff Turner adjourned the Council Meeting at 8:48 p.m.

ATTEST:



Steve Shanks, City Manager



Jeff Turner, Mayor