



**MANOR CITY COUNCIL  
REGULAR MEETING  
MINUTES  
105 E. EGGLESTON STREET  
MANOR, TEXAS 78653  
MARCH 16, 2016 · 7:00 P.M.**

**COUNCIL MEMBERS**

**PRESENT:**

Mayor, Rita Jonse  
Place 1, Gene Kruppa  
Place 2, Gil Burrell  
Place 3, Todd Shaner  
Place 4, Sharon Snowden  
Place 5, Rebecca Davies  
Place 6, Jeff Turner

**ABSENT:**

**CITY STAFF PRESENT:**

Thomas Bolt, City Manager  
Frances Aguilar, City Secretary  
Scott Dunlop, City Planner  
Lydia Collins, Finance Director  
Ryan Phipps, Police Chief  
Mike Tuley, Public Works Director

**CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

Mayor Jonse announced that a quorum was present and the meeting was called to order at 7:00 P.M.

**PUBLIC COMMENTS**

There were no public comments.

**PLEDGE OF ALLEGIANCE**

Council Member Gene Kruppa led the Pledge of Allegiance.

**PROCLAMATIONS**

1. Consideration, discussion, and possible action proclaiming April as Fair Housing Month.

Mayor Jonse read the proclamation and presented it to City Manager Tom Bolt.

**CONSENT AGENDA**

2. Consideration, discussion, and possible action to approve the minutes for the March 1, 2016 City Council Regular Meeting.

Motion to postpone was made by Council Member Snowden. Seconded by Council Member Shaner.  
Vote: 7 For – 0 Against.

## **PUBLIC HEARING**

3. Conduct the second public hearing regarding the annexation of property being approximately 1.069 acres of land, located at 13500 N FM 973.

**Mayor Jonse opened the public hearing. There being no testimony, the public hearing was closed.**

4. Public hearing on the proposed Housing Tax Credit Application for the Villages at Manor Apartments located within the Manor Commons Development on the Southeast side of FM 973 and US HWY 290 E. in Manor, TX, Travis County.

**Mayor Jonse opened the public hearing. There being no testimony, the public hearing was closed.**

5. Public hearing on the proposed Housing Tax Credit Application for the Pointe at Manor Apartments located within the Manor Commons Development on the Southeast side of FM 973 and US HWY 290 E. in Manor, TX, Travis County.

**Mayor Jonse opened the public hearing. There being no testimony, the public hearing was closed.**

## **REGULAR AGENDA**

6. Consideration, discussion, and possible action on a second reading of a draft for a municipal services plan for property to be annexed into the City.

**Motion to approve the second reading of a draft for a municipal services plan for property to be annexed into the City was made by Council Member Davies. Seconded by Council Member Shaner. Vote: 7 For – 0 Against.**

7. Consideration, discussion, and possible action to approve the resolution of no objection to a Housing Tax Credit Application for the Villages at Manor Apartments located within the Manor Commons Development on the Southeast side of FM 973 and US HWY 290 E. in Manor TX, Travis County.

**Motion to approve the resolution of no objection to a Housing Tax Credit Application for the Villages at Manor Apartments located within the Manor Commons Development on the Southeast side of FM 973 and US HWY 290 E. in Manor TX, Travis County was made by Council Member Burrell. Seconded by Council Member Kruppa. Vote: 7 For – 0 Against.**

8. Consideration, discussion, and possible action to approve the resolution of no objection to a Housing Tax Credit Application for the Pointe at Manor Apartments located within the Manor Commons Development on the Southeast side of FM 973 and US HWY 290 E. in Manor TX, Travis County.

**Motion to approve the resolution of no objection to a Housing Tax Credit Application for the Pointe at Manor Apartments located within the Manor Commons Development on the Southeast side of FM 973 and US HWY 290 E. in Manor TX, Travis County was made by Council Member Burrell. Seconded by Council Member Shaner. Vote: 7 For – 0 Against.**

9. Consideration, discussion, and possible action on acceptance of the February, 2016 Departmental Reports:

**All departmental reports were presented as follows:**

- Development Services – Thomas Bolt

- Police – Chief Ryan Phipps
- Municipal Court – Lydia Collins
- Public Works – Mike Tuley

**Motion to accept the reports as presented was made by Council Member Davies. Seconded by Council Member Turner. Vote: 7 For – 0 Against.**

10. Consideration, discussion, and possible action on acceptance of the unaudited February, 2016 Monthly Financial Report.

**Motion accept the financial monthly report as presented was made by Council Member Davies. Seconded by Council Member Snowden. Vote: 7 For – 0 Against.**

11. Discussion, consideration, and possible action on a waiver from parking requirements for Manor Commons SW Lot 7A, 12003 US Hwy 290, to allow for 36 parking spaces.

**Motion to approve a waiver from parking requirements for Manor Commons SW Lot 7A, 12003 US Hwy 290, to allow for 36 parking spaces was made by Council Member Davies. Seconded by Council Member Burrell. Vote: 7 For – 0 Against.**

12. Consideration, discussion and possible action to approve an Amended Annual Budget for FY 2015-2016 for the City of Manor.

**Motion to approve an Amended Annual Budget for FY 2015-2016 for the City of Manor was made by Council Member Turner. Seconded by Council Member Kruppa. Vote: 7 For – 0 Against.**

13. Consideration, discussion, and possible action the water and wastewater cost of service and rate study.

**Motion to postpone was made by Council Member Shaner. Seconded by Council Member Snowden. Vote: 7 For – 0 Against.**

14. Consideration, discussion, and possible action on a licensing ordinance for gaming machines.

**Motion to have the City Attorney analyze whether electronic games of chance and table games of chance can be prohibited by City ordinance and either provide a memo addressing the findings or an ordinance establishing that prohibition was made by Council Member Burrell. Seconded by Council Member Snowden. Vote: 7 For – 0 Against.**

15. City Manager February, 2016 Report

City Manager Tom Bolt addressed Council and gave them updates on a few items. He gave an update on the donation of the skate park. Mr. Bolt also stated that the old city hall was almost empty. He also stated that he had been approached by a citizen to rent the building for an antique shop. He also gave Council an update on the brown water issue in Stonewater. The City tested the water immediately and the water was safe to drink. Finally, Mr. Bolt stated the he, along with some member of the Police Department, participated in the Black History Month Program at the Rural Center.

## EXECUTIVE SESSION

**The City Council convened into Executive Session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in at 7:55 P.M.:**

*Section 551.074 Personnel Matters – City Manager evaluation*

**OPEN SESSION**

**The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and to take action on item(s) discussed during Closed Executive Session at 8:15 P.M.**

16. Take action as deemed appropriate in the City Council's discretion regarding the City Manager evaluation.

**Motion to amend the City Manager contract with the proposed salary adjustment was made by Council Member Davies. Seconded by Council Member Snowden. Vote: 7 For – 0 Against.**

**ADJOURNMENT**

**Motion to Adjourn made by Council Member Snowden. Seconded by Council Member Shaner. Vote 7 For– 0 Against. Meeting was adjourned at 8:16 P.M.**

APPROVED:

ATTEST:

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Rita G. Jonse, Mayor

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Frances M. Aguilar, City Secretary