



**CITY COUNCIL
REGULAR SESSION MINUTES
JANUARY 17, 2018**

PRESENT:

Rita G. Jonse, Mayor

COUNCIL MEMBERS:

Gene Kruppa, Place 1
Maria Amezcua, Place 2
Anne R. Weir, Mayor Pro Tem, Place 3
Zindia Pierson, Place 4
Deja Hill, Place 5
Todd Shaner, Place 6

CITY STAFF:

Thomas Bolt, City Manager
Lluvia Tijerina, City Secretary
Scott Dunlop, Planning Coordinator
Lydia Collins, Director of Finance
Mike, Tuley, Public Works Director
Ryan Phipps, Chief of Police
Denver Collins, Captain
Sarah Friberg, Court Clerk
Paige Saenz, City Attorney
Veronica Rivera, Legislative and General Counsel

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 Rita G. Jonse at 7:00 p.m. on Wednesday, January 17, 2018, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

At the request of Mayor Jonse, Mike Tuley, Public Works Director, led the Pledge of Allegiance.

PUBLIC COMMENTS

No one appeared to speak at this time.

CONSENT AGENDA

1. Consideration, discussion, and possible action to approve the City Council Minutes of the January 3, 2018, Regular Meeting.

Council Member Kruppa stated the title of Mayor Pro Tem was incorrectly placed in the section of Council Members attendance.

The City Council Minutes of January 3, 2018, Regular Meeting have been corrected.

2. Consideration, discussion, and possible action on acceptance of the November 2017 Departmental Reports:

- **Development Services – Scott Dunlop**
- **Police – Chief Ryan Phipps**
- **Municipal Court – Sarah Friberg**
- **Public Works – Mike Tuley**
- **Finance – Lydia Collins**

Mayor Jonse inquired about the vandalism inside Jennie Lane bathrooms. The discussion was held regarding the security of the bathrooms and cost of repairs.

Council Member Weir inquired about the repairs of the City's potholes. Public Works Director Tuley stated potholes are repaired frequently in certain areas but are not all completed.

Mayor Jonse inquired about the Downtown Drainage Improvement Plan. The discussion was held regarding the timeline for the project.

Mayor Jonse advised she would like to receive the Finance reports with the monthly sales tax included.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Pierson, the Council voted seven (7) For and none (0) Against to approve and adopt all items on the consent agenda. The motion carried unanimously.

PUBLIC HEARING

3. Conduct a public hearing regarding the creation of a Public Improvement District – EntradaGlen.

The City staff's recommendation was that the City Council recess the creation of a Public Improvement District-EntradaGlen to the February 21, 2018, Regular City Council Meeting.

Mayor Jonse opened the public hearing

Danny Burnett, 9900 Highway 290 East, Manor, Texas, submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Weir, the Council voted seven (7) For and none (0) Against to recess the creation of a Public Improvement District - EntradaGlen to the February 21, 2018, Regular Council Meeting. The motion carried unanimously.

REGULAR AGENDA

4. Consideration, discussion, and possible action on the creation of a Public Improvement District – EntradaGlen.

The City staff's recommendation was that the City Council postpone the creation of a Public Improvement District-EntradaGlen to the February 21, 2018, Regular City Council Meeting.

Danny Burnett, 9900 Highway 290 East, Manor, Texas, submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Kruppa, the Council voted seven (7) For and none (0) Against to postpone the creation of a Public Improvement District-EntradaGlen to the February 21, 2018, Regular City Council Meeting. The motion carried unanimously.

5. Consideration, Discussion, and possible action on an ordinance amending Article 4.08, Chapter 4 of the Manor Code of Ordinances to prohibit the use of Electronic Cigarettes and E-Cigarettes in food products Establishments, Bars, Hotel and Motel rooms with certain exceptions, and within 15 Feet of any opening to a place where smoking is prohibited; Providing for an exception for certain retail service establishments; and Providing for certain related matters.

The City staff's recommendation was that the City Council approve an ordinance amending Article 4.08, Chapter 4 of the Manor Code of Ordinances to prohibit the use of Electronic Cigarettes and E-Cigarettes in food products Establishments, Bars, Hotel and Motel rooms with certain exceptions, and within 15 Feet of any opening to a place where smoking is prohibited; Providing for an exception for certain retail service establishments; and Providing for certain related matters.

City Manager Bolt explained the ordinance amendment including the Electronic Cigarettes and E-Cigarettes.

The discussion was held regarding the exceptions of the ordinance.

Council Member Hill inquired about the consequences and fines for establishments. City Manager Bolt stated the ordinance will be enforced the same as the first and the three-week extension will apply the same.

MOTION: Upon a motion made by Council Member Shaner and seconded by Council Member Pierson, the Council voted seven (7) For and none (0) Against to approve Ordinance No. 502-A: An Ordinance Of The City Of Manor, Texas, Amending Article 4.08, Chapter 4 Of The Manor Code Of Ordinances To Prohibit The Use Of Electronic Cigarettes And E-Cigarettes In Food Products Establishments, Bars, Hotel And Motel Rooms With Certain Exceptions, And Within 15 Feet Of Any Opening To A Place Where Smoking Is Prohibited; Providing For An Exception For Certain Retail Service Establishments; And Providing For Certain Related Matters. The motion carried unanimously.

6. Consideration, discussion, and possible action on a final plat Shadowglen 19B, fifty (50) lots on 9 acres more or less, located near Shadowglen Trace and Stoneridge Meadow Dr. Owner: SG Land Holdings. Applicant: Kimley-Horn.

The City staff's recommendation was that the City Council approve a final plat Shadowglen 19B, fifty (50) lots on 9 acres more or less, located near Shadowglen Trace and Stoneridge Meadow Dr.

Scott Dunlop, Planning Coordinator, was available to address any questions posed by the City Council.

City Manager Bolt explained the final plat proposal and stated the P&Z Commission is recommending approval.

The discussion was held regarding the location of the property.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Amezcua, the Council voted seven (7) For and none (0) Against to approve a final plat Shadowglen 19B, fifty (50) lots on 9 acres more or less, located near Shadowglen Trace and Stoneridge Meadow Dr. The motion carried unanimously.

7. Consideration, discussion, and possible action on a concept plan for Manor Heights South Phases 1-2, two hundred sixty-four (264) single family lots on 127 acres more or less, located near Bois D'Arc Road and Tower Lane. Owner: Sky Village Kimbro Estates LLC. Applicant: Kimley-Horn.

The City staff's recommendation was that the City Council approve a concept plan for Manor Heights South Phases 1-2, two hundred sixty-four (264) single family lots on 127 acres more or less, located near Bois D'Arc Road and Tower Lane.

Scott Dunlop, Planning Coordinator, was available to address any questions posed by the City Council.

City Manager Bolt explained the concept plan for Manor Heights. The discussion was held regarding the sizes and access of lots.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Kruppa, the Council voted seven (7) For and none (0) Against to approve a concept plan for Manor Heights South Phases 1-2, two hundred sixty-four (264) single family lots on 127 acres more or less, located near Bois D'Arc Road and Tower Lane. The motion carried unanimously.

8. Consideration, discussion, and possible action on a first reading of an ordinance rezoning Abstract 315 Survey 63 Gates G, 7 acres more or less, locally known as 12805 E US Hwy 290, from Interim Single Family Residential (R-1) district zoning to Light Industrial (IN-1) district zoning.

The City staff's recommendation was that the City Council approve an ordinance rezoning Abstract 315 Survey 63 Gates G, 7 acres more or less, locally known as 12805 E US Hwy 290, from Interim Single Family Residential (R-1) district zoning to Light Industrial (IN-1) district zoning.

Scott Dunlop, Planning Coordinator, was available to address any questions posed by the City Council.

City Manager Bolt explained the rezoning ordinance for 12805 E. US Hwy. 290 regarding the parking lot and drainage improvements.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Shaner, the Council voted seven (7) For and none (0) Against to approve the first reading of an ordinance rezoning Abstract 315 Survey 63 Gates G, 7 acres more or less, locally known as 12805 E US Hwy 290, from Interim Single Family Residential (R-1) district zoning to Light Industrial (IN-1) district zoning. The motion carried.

9. Consideration, discussion, and possible action on an ordinance amending the Manor Code of Ordinances, Chapter 13 Utilities, Article 13.01 to add provisions for underground utilities.

The City staff's recommendation was that the City Council approve an ordinance amending the Manor Code of Ordinances, Chapter 13 Utilities, Article 13.01 to add provisions for underground utilities.

Scott Dunlop, Planning Coordinator, was available to address any questions posed by the City Council.

Danny Burnett, 9900 Highway 290 East, Manor, Texas, spoke before City Council in support of this item. Mr. Burnett stated his concerns regarding the provisions for the installment of the large transmission lines. He also stated his concerns regarding discussions with Bluebonnet Electric.

Mr. Burnett discussed the installations of the internal utilities to a subdivision. He stated the ordinance did not have any provisions regarding the installations of the larger transmissions which could be cost prohibited.

The discussion was held regarding the safety issues for the underground service line on higher power transmission lines.

City Manager Bolt thanked Mr. Burnett for his comments and stated City staff will need to get more clarification before approval. He advised item would need to be postponed to the next Council meeting.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Weir, the Council voted seven (7) For and none (0) Against to postpone the ordinance amending the Manor Code of Ordinances, Chapter 13 Utilities, Article 13.01 to add provisions for underground utilities to the February 7, 2018, Regular City Council Meeting. The motion carried unanimously.

10. Consideration, discussion, and possible action on an ordinance amending the Manor Code of Ordinances, Chapter 6 Health and Sanitation, Article 6.03, Section 6.03.131 Duties of Owner or Occupant to add provisions for graffiti.

The City staff's recommendation was that the City Council approve an ordinance amending the Manor Code of Ordinances, Chapter 6 Health and Sanitation, Article 6.03, Section 6.03.131 Duties of Owner or Occupant to add provisions for graffiti.

At the request of City Manager Bolt, Planning Coordinator Dunlop spoke regarding the certification requirements for the City to be recognized by the Scenic Program. He discussed the amendment to the ordinance requiring the provisions for graffiti for property owners.

Council Member Shaner inquired about the graffiti on community mailboxes. Planning Coordinator Dunlop stated the Post Office would be responsible to cover graffiti.

Mayor Jonse inquired about the paint that is used on City property. City Manager Bolt discussed the type of paint that is used to help remove graffiti.

The discussion was held regarding the deadline and fines to property owners if regulations are not met.

Council Member Hill inquired about the definition of graffiti. The discussion was held regarding the types of graffiti the City would regulate.

MOTION: Upon a motion made by Council Member Shaner and seconded by Council Member Amezcua, the Council voted seven (7) For and none (0) Against to approve Ordinance No. 505 amending the Manor Code of Ordinances, Chapter 6 Health and Sanitation, Article 6.03, Section 6.03.131 Duties of Owner or Occupant to add provisions for graffiti. The motion carried unanimously.

11. Consideration, discussion, and possible action on an ordinance amending the Manor Code of Ordinances, Chapter 3 Building Regulations, Article 3.09 Landscaping and Screening to add definitions and provisions for residential landscaping and screening and Article 3.10, Section 3.10.014(h)(2) adding provisions for existing billboard signs.

The City staff's recommendation was that the City Council approve an ordinance amending the Manor Code of Ordinances, Chapter 3 Building Regulations, Article 3.09 Landscaping and Screening to add definitions and provisions for residential landscaping and screening and Article 3.10, Section 3.10.006 Definitions removing the definition for Portable Sign and amending the definition for Sign, Portable and Section 3.10.014(h)(2) adding provisions for existing billboard signs.

Scott Dunlop, Planning Coordinator, was available to address any questions posed by the City Council.

City Manager Bolt explained the amendment to the ordinance regarding the fully sodded requirements for front yards, front yard fences, and back yards. He also discussed the billboard sign regulations.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Shaner, the Council voted seven (7) For and none (0) Against to approve Ordinance No. 506 amending the Manor Code of Ordinances, Chapter 3 Building Regulations, Article 3.09 Landscaping and Screening to add definitions and provisions for residential landscaping and screening and Article 3.10, Section 3.10.006 Definitions removing the definition for Portable Sign and amending the definition for Sign, Portable and Section 3.10.014(h)(2) adding provisions for existing billboard signs. The motion carried unanimously.

12. Consideration, discussion, and possible action on an ordinance amending the Manor Code of Ordinances, Chapter 4 Business Regulations adding Article 4.09 to regulate used automotive parts, boat salvage yard, vehicle storage facilities, and metal recycling entities.

The City staff's recommendation that the City Council approve an ordinance amending the Manor Code of Ordinances, Chapter 4 Business Regulations adding Article 4.09 to regulate used automotive parts, boat salvage yard, vehicle storage facilities, and metal recycling entities.

Scott Dunlop, Planning Coordinator, was available to address any questions posed by the City Council.

City Manager Bolt explained the amendment to the ordinance regarding the fencing requirements.

The discussion was held regarding the regulations for current and new businesses that would need to comply with the amended ordinance upon approval.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Weir, the Council voted seven (7) For and none (0) Against to approve Ordinance No. 507 amending the Manor Code of Ordinances, Chapter 4 Business Regulations adding Article 4.09 to regulate used automotive parts, boat salvage yard, vehicle storage facilities, and metal recycling entities. The motion carried unanimously.

13. Consideration, discussion, and possible action on an ordinance amending the Manor Code of Ordinances, Chapter 1 General Provisions, Article 1.05 Boards, Commissions and Committees adding provisions for a quorum and attendance.

The City staff's recommendation that the City Council approve an ordinance amending the Manor Code of Ordinances, Chapter 4 Business Regulations adding Article 4.09 to regulate used automotive parts, boat salvage yard, vehicle storage facilities, and metal recycling entities.

Scott Dunlop, Planning Coordinator, was available to address any questions posed by the City Council.

City Manager Bolt discussed the attendance requirements for Boards, Commissions and Committees.

The discussion was held regarding the establishment of the Board of Adjustment.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Pierson, the Council voted seven (7) For and none (0) Against to approve Ordinance No. 508 amending the Manor Code of Ordinances, Chapter 1 General Provisions, Article 1.05 Boards, Commissions and Committees adding provisions for a quorum and attendance. The motion carried unanimously.

14. Consideration, discussion, and possible action on an ordinance amending the Manor Code of Ordinances, Appendix A Fee Schedule amending fees for multi-family permits, residential reinspections, consultation deposits, refunds, and towing and wrecker services.

The City staff's recommendation that the City Council approve an ordinance amending the Manor Code of Ordinances, Appendix A Fee Schedule amending fees for multi-family permits, residential reinspections, consultation deposits, refunds, and towing and wrecker services.

Scott Dunlop, Planning Coordinator, was available to address any questions posed by the City Council.

City Manager Bolt discussed the new fees for multi-family permits, residential reinspections, consultation deposits, and refunds.

Chief of Police Phipps discussed the revised towing fees for wrecker services. The discussion was held regarding the different types of wrecker services provided to the City and the procedures for towing vehicles.

City Manager Bolt discussed the nonrefundable deposit fee that is being added for building permits.

MOTION: Upon a motion made by Council Member Hill and seconded by Council Member Pierson, the Council voted seven (7) For and none (0) Against to approve Ordinance No. 509 amending the Manor Code of Ordinances, Appendix A Fee Schedule amending fees for multi-family permits, residential reinspections, consultation deposits, refunds, and towing and wrecker services. The motion carried unanimously.

Mayor Jonse adjourned the regular session of the Manor City Council into Executive Session at 7:51 p.m. Wednesday, January 17, 2018, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The City Council convene into Executive Session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in *Section 551.071 Consultation with Attorney, Section 1.05, Texas Disciplinary Rules of Professional Conduct, and Section 551.087 Deliberations regarding Economic Development Negotiations to consult with legal counsel regarding legal issues associated with PID and TIRZ regulations and policies and to deliberate the economic development*

incentives for business prospects that seek to locate in the City, at 7:51p.m., on Wednesday, January 17, 2018, City Council Conference Room of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

The Executive Session was adjourned at 9:00 p.m. on Wednesday, January 17, 2018.

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code at 9:00 p.m. on Wednesday, January 17, 2018, in the Council Chambers of the Manor City Hall.

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

There was no action taken on the items discussed during Executive Session.

15. Consideration, discussion, and possible action on the development of policies governing Public Improvement Districts and Tax Increment Reinvestment Zones.

The City staff's recommendation was that the City Council take action on the development of policies governing Public Improvement Districts and Tax Increment Reinvestment Zones.

Danny Burnett, 9900 Highway 290 East, Manor, Texas spoke before City Council in support on the development of policies governing Public Improvement Districts and Tax Increment Reinvestment Zones.

Pete Dwyer, 9900 Highway 290 East, Manor, Texas spoke before City Council in support of this item. He discussed his experience with the PID's districts and explained the vision for the EntradaGlen PID. He discussed the benefits and the potential a Public Improvement District will have in the City.

Mr. Dwyer discussed the different developments that have been accomplished regarding Shadow View Shopping Center, Shadow Glenn, and Presidential Glenn. He described the vision of all developments within the City. Mr. Dwyer discussed the construction of the first lake in Manor, Lake Rita and stated the second lake was under construction. Mr. Dwyer discussed the vision for the green belt in both areas. He stated the cost of the projects were high but they were able to complete the projects and kept a good public record with the City. He would like to request reimbursement for some projects to be able to move forward with more development. He stated the creation of PID's will be a great benefit to the community and the City. Mr. Dwyer is requesting for brevity and flexibility on the PID Policy.

City Manager Bolt advised the policy would need to be presented again for approval.

The discussion was held regarding the assessment for the Public Improvement Districts.

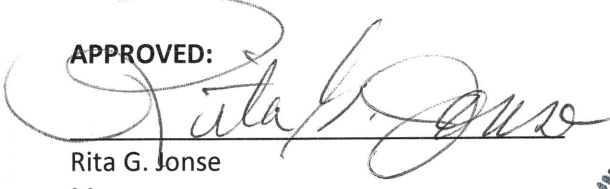
MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Kruppa, the Council voted seven (7) For and none (0) Against to postpone the action on the development of policies governing Public Improvement Districts and Tax Increment Reinvestment Zones to the February 7, 2018, Regular City Council Meeting. The motion carried unanimously.

ADJOURNMENT

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Amezcua, the Council voted seven (7) For and none (0) Against to adjourn the regular session of the Manor City Council at 9: 11 p.m. on Wednesday, January 17, 2018. The motion carried.

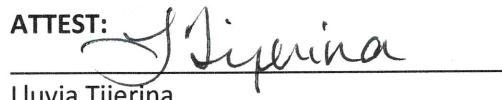
These minutes approved by the Manor City Council on the 7th day of February 2018.

APPROVED:



Rita G. Jonse
Mayor

ATTEST:



Lluvia Tijerina
City Secretary

