



**CITY COUNCIL
REGULAR SESSION MINUTES
MAY 2, 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
Ryan Phipps, Chief of Police
Denver Collins, Captain
Lydia Collins, Director of Finance
Frank Phelan, City Engineer

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, May 2, 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, Chief of Police Phipps, led the Pledge of Allegiance.

PROCLAMATIONS

At the request of Mayor Jonse the Proclamation for Police Week was conducted first.

B. Declaring the Week of May 13-19, 2018, as “Police Week”

Mayor Jonse read and presented a proclamation declaring the week of May 13-19, 2018, as “Police Week” to Chief of Police Phipps.

A. Declaring the Week of May 6-12, 2018, as “Municipal Clerks Week”

Mayor Jonse read and presented a proclamation declaring the week of May 6-12, 2018, as “Municipal Clerks Week” to Lydia Collins, Director of Finance.

PUBLIC COMMENTS

Vicki McFarland, P.O. Box 256, Manor, Texas, spoke before the City Council regarding the Manor Heritage Festival. She thanked all sponsors, volunteers, and City staff for all their support and hard work.

No one else appeared to speak at this time.

CONSENT AGENDA

1. Consideration, discussion, and possible action to approve the City Council Minutes:

- **April 14, 2018, Workshop Session**
- **April 18, 2018, Regular Meeting**

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

REGULAR AGENDA

2. Consideration, discussion, and possible action on an ordinance for the purpose of adopting Rules of Procedure to govern the conduct of City Council Meetings; providing for establishing committees; addressing administrative support of the Council; and providing for related matters.

The City staff’s recommendation was that the City Council approve Ordinance No. 516 for the purpose of adopting Rules of Procedure to govern the conduct of City Council Meetings; providing for establishing committees; addressing administrative support of the Council; and providing for related matters.

City Manager Bolt discussed the ordinance for the purpose of adopting Rules of Procedure to govern the conduct of City Council Meetings.

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. 516 for the purpose of adopting Rules of Procedure to govern the conduct of City Council Meetings; providing for establishing committees; addressing administrative support of the Council; and providing for related matters with the revision of *Section 8.07 Motions* of the Rules of Procedure to be in accordance with *Section 1.05.037 (Motions; deferring action)* of the City Charter. “(a) A motion may be made by any member other than the presiding officer.” The motion carried unanimously.

3. Consideration, discussion and possible action on the second and final reading of an ordinance rezoning Abstract 315, Survey 63 Gates G, 20 acres more or less, locally known as 11811 Arnhamn Lane from Interim Agricultural (A) to Single Family (R-2).

The City staff’s recommendation was that the City Council approve the second and final reading of Ordinance No. 517 rezoning Abstract 315, Survey 63 Gates G, 20 acres more or less, locally known as 11811 Arnhamn Lane from Interim Agricultural (A) to Single Family (R-1).

City Manager Bolt discussed the final reading of an ordinance for the R-1 district.

The discussion was held regarding the restrictions for the R-1 district.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Amezcua the Council voted seven (7) For and none (0) Against approve the second and final reading of Ordinance No. 517 Rezoning Abstract 315, Survey 63 Gates G, 20 acres more or less, locally known as 11811 Arnhamn Lane from Interim Agricultural (A) to Single Family (R-1). The motion carried unanimously.

4. Consideration, discussion and possible action on the first reading of a Conditional Use Permit for Lot 31, Block E, Stonewater Phase 1, locally known as 12310 Waterford Run Way to allow for a Small Childcare Center.

Yamilia Reynaldo, 12310 Waterford Run Way, Manor, Texas, submitted a card in support of this item; however, she did not wish to speak but was available to address any questions posed by the City Council.

The discussion was held regarding the number of children that are allowed in the home for care under the age of fourteen (14).

The discussion was held regarding parking regulations and state license permits.

The discussion was held regarding the Planning and Zoning Commission concerns regarding traffic and the reason for denial by the commission.

Council Member Hill inquired about the hours of operation for the daycare. Ms. Reynaldo stated the hours of operation will be normal business hours.

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 the first reading of a Conditional Use Permit for Lot 31, Block E, Stonewater Phase 1, locally known as 12310 Waterford Run Way to allow for a Small Childcare Center. The motion carried unanimously.

5. Consideration, discussion, and possible action on a waiver request for Lot 1, Block 47 Town of Manor, locally known as 209 W. Eggleston Street, from Manor Code of Ordinances Chapter 14, Exhibit A, Article 2, Section 20(j), Chart 1 Height and Placement Requirements to allow for a 5.6-foot street side setback.

Torrey Overton, 209 W. Eggleston Street, 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.

City Manager Bolt discussed the waiver request for 209 W. Eggleston Street to allow for a 5.06-foot street side setback.

The discussion was held regarding the roof measurements of the structure.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Pierson, the Council voted six (6) For and one (1) Against to approve a waiver request for Lot 1, Block 47 Town of Manor, locally known as 209 W. Eggleston Street, from Manor Code of Ordinances Chapter 14, Exhibit A, Article 2, Section 20(j), Chart 1 Height and Placement Requirements to allow for a 5.6-foot street side setback with the provision that the current structure remains unenclosed. Council Member Hill voted against. The motion carried.

6. Consideration, discussion, and possible action on a resolution commencing the voluntary annexation of land adjacent and contiguous to the city limits; being 87.622 acres, more or less, of land area located in the A.C. Caldwell Survey, Abstract No. 154, Travis County, Texas; and providing for open meetings and other related matters.

The City staff's recommendation was that the City Council approve Resolution No. 2018-05 commencing the voluntary annexation of land adjacent and contiguous to the city limits; being 87.622 acres, more or less, of land area located in the A.C. Caldwell Survey, Abstract No. 154, Travis County, Texas; and providing for open meetings and other related matters.

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

City Manager Bolt discussed the voluntary annexation of land adjacent and contiguous to the city limits.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Shaner, the Council voted seven (7) For and none (0) Against to approve Resolution No. 2018-05 commencing the voluntary annexation of land adjacent and contiguous to the city limits; being 87.622 acres, more or less, of land area located in the A.C. Caldwell Survey, Abstract No. 154, Travis County, Texas; and providing for open meetings and other related matters. The motion carried unanimously.

7. Consideration, discussion, and possible action on a Deposit Letter Agreement to fund engineering investigations and design of Offsite Wastewater Improvements to serve the Manor Heights project and selected areas within the Cottonwood Creek basin.

The City staff's recommendation was that the City Council approve the Deposit Letter Agreement to fund engineering investigations and design of Offsite Wastewater Improvements to serve the Manor Heights project and selected areas within the Cottonwood Creek basin.

City Engineer Phelan discussed the Deposit Letter Agreement to fund engineering investigations and design of Offsite Wastewater Improvements to serve the Manor Heights project.

The discussion was held regarding the cost of the project.

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 the Deposit Letter Agreement to fund engineering investigations and design of Offsite Wastewater Improvements to serve the Manor Heights project and selected areas within the Cottonwood Creek basin. The motion carried unanimously.

8. Consideration, discussion, and possible action on a contract addendum with Jay Engineering Company, Inc. for design, construction and bidding phase services for the Offsite Wastewater Improvements for the Manor Heights project.

The City staff's recommendation was that the City Council approve the contract addendum with Jay Engineering Company, Inc. for design, construction and bidding phase services for the Offsite Wastewater Improvements for the Manor Heights project.

City Engineer Phelan discussed the contract addendum with Jay Engineering Company, Inc. for the Offsite Wastewater Improvements for the Manor Heights project.

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 the contract addendum with Jay Engineering Company, Inc. for design, construction and bidding

phase services for the Offsite Wastewater Improvements for the Manor Heights project. The motion carried unanimously.

9. Consideration, discussion, and possible action on an ordinance designating *Manor Community News* as the official newspaper of the City of Manor, Texas.

The City staff's recommendation was that the City Council approve Ordinance No. 518 Designating *Manor Community News* as the official newspaper of the City of Manor, Texas.

Dory West, 10900 Hibbs Lane, Manor, Texas, submitted a card in support of this item; however, she 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 Shaner and seconded by Council Member Kruppa, the Council voted seven (7) For and none (0) Against to approve Ordinance No. 518 Designating Manor Community News as the official newspaper of the City of Manor, Texas. The motion carried unanimously.

10. Consideration, discussion and possible action on establishing a Public Improvement District Committee.

The City staff's recommendation was that the City Council establishes a Public Improvement District Committee.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Hill, the Council voted seven (7) For and none (0) Against to appoint Council Member Amezcua, Council Member Shaner, and Mayor Jonse to serve on the Public Improvement District Committee. The motion carried unanimously.

Mayor Jonse adjourned the regular session of the Manor City Council into Executive Session at 7:47 p.m. Wednesday, May 2, 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 551.072 Deliberations regarding Real Property – Lots 1-10 Block 8 Lane AE Addition, 1.25 acres more or less in the City of Manor, Travis County*, at 7:47 p.m., on Wednesday, May 2, 2018, City Council Conference Room of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

The Executive Session was adjourned at 8:22 p.m. on Wednesday, May 2, 2018.

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code at 8:22 p.m. on Wednesday, May 2, 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.

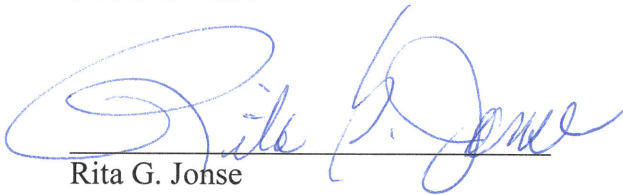
There was no action taken.

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 8:22 p.m. on Wednesday, May 2, 2018.

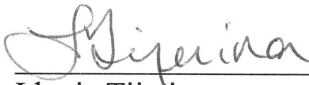
These minutes approved by the Manor City Council on the 16th day of May 2018.

APPROVED:



Rita G. Jonse
Mayor

ATTEST:



Lluvia Tijerina
City Secretary

