



Jennifer Wissmann, Chairperson  
Adriana Gamez, Secretary  
Delisa Hamilton  
Maria D. Benitez  
Joshua Abraham Hay  
Ruben J. Cardona  
John Burrell

**CHARTER REVIEW COMMISSION  
CALLED SPECIAL MEETING  
MINUTES**

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Tuesday, June 23, 2020

6:00 p.m.

Manor City Hall – Council Chambers  
105 E. Eggleston Street

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**COMMISSION MEMBERS**

**PRESENT:**

Jennifer Wissmann  
Adriana Gamez  
Delisa Hamilton  
Joshua Abraham Hay  
Ruben J. Cardona  
John Burrell

**ABSENT:**

Maria D. Benitez

**CITY STAFF PRESENT:**

Thomas Bolt, City Manager  
Paige Saenz, City Attorney  
Lluvia T. Almaraz, City Secretary  
Ryan Phipps, Chief of Police  
Dr. Larry Wallace Jr, Mayor

## **REGULAR SESSION – 6:00 P.M.**

With a quorum of the Commission present, the called special session of the Manor Charter Review Commission was called to order by Chairperson Wissmann at 6:10 p.m. on Tuesday, June 23, 2020, in the Council Chambers of the Manor City Hall, 105 E. Eggleston Street, Manor, Texas.

### **PUBLIC COMMENTS**

No one appeared to speak at this time.

### **REGULAR AGENDA**

#### **1. Approval of the Charter Review Commission Minutes of the June 9, 2020, Regular Meeting.**

**MOTION:** Commissioner Hay motioned to approve the Charter Review Commission Minutes of the June 9, 2020, Meeting. Chairperson Wissmann seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted six (6) For and none (0) Against. The motion carried.

#### **2. Discussion of Charter Review Commission meeting schedule.**

**MOTION:** Commissioner Burrell motioned for Special Meeting to be called on June 30, 2020. Commissioner Cardona seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted six (6) For and none (0) Against. The motion carried.

#### **3. Discussion of Home Rule Charter and Recommendations.**

Charter Review Commission discussed Articles VII through Article XIII of the City Charter.

**MOTION:** Commissioner Hay motioned for the following phrasing to be added at the end of the paragraph for Section 11.02 Franchises: “unless a faster time frame is required by state law.” Chairperson Wissmann seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted six (6) For and none (0) Against. The motion carried.

**MOTION:** Commissioner Gamez motioned for Section 12.01 Ethics Committee to include that committee needs to be established through interview process; each council member may nominate one member. Eligibility for committee excludes anyone related to council members by first degree. Commissioner Cardona seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted six (6) For and none (0) Against. The motion carried.

**MOTION:** Commissioner Hay motioned for Section 12.01 Ethics Committee to include that if five (5) positions cannot be filled by City of Manor residents, then up to two (2) residents from Extra-Territorial Jurisdictions (ETJ) can be added to committee. Commissioner Burrell seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted six (6) For and none (0) Against. The motion carried.

**MOTION:** Commissioner Gamez motioned for Section 12.04 Conflict of Interest to include familial relationship to the first degree to be added as reasons for elected or appointed officer or employee of the city to not partake in the deliberation or decision on any issue, subject or matter before the council or any board of commission. Commissioner Hay seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted six (6) For and none (0) Against. The motion carried.

**MOTION:** Commissioner Hay motioned for to remove current language on Section 13.06 Public Records and reword it to follow state law at any given time. Commissioner Cardona seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted six (6) For and none (0) Against. The motion carried.

**MOTION:** Commissioner Burrell motioned to add the director of finance to succession order as (F) and move the director of public works to (g). Chairperson Wissmann seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted six (6) For and none (0) Against. The motion carried.

**MOTION:** Commissioner Cardona motioned to replace “shall” to “will” on Section 13.08 charter Review. Commissioner Burrell seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted six (6) For and none (0) Against. The motion carried.

The Charter Review Commission adjourned the meeting at 7:45 p.m. for a break and reconvened at 8:00 p.m.

**MOTION:** Commissioner Hay motioned to add to Section 1.06 Power of Eminent Domain that eminent domain cannot be used to take away property and transfer to private person or entity, and city must hold ownership of property acquired through eminent domain for a period of six years before the use of said property. Commissioner Gamez seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted three (3) For and three (3) Against. The motion failed.

**MOTION:** Commissioner Hay motioned to add a section to Charter regarding recall of a voted official in order for citizens to remove the official if they are unhappy with the official’s performance. Commissioner Cardona seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted six (6) For and none (0) Against. The motion carried.

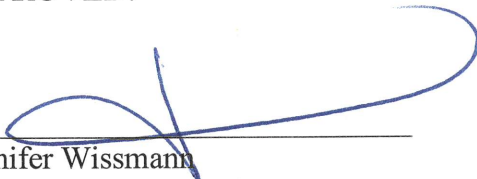
**MOTION:** Chairperson Wissmann motioned to add Emergency Management Committee, Mayor's Community Collaborative Committee, Manor Economic Committee, and Public Safety Committee to Charter. Commissioner Cardona Seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted ~~six~~ (6) For and ~~none~~ (0) Against. The motion carried. Five 5

**ADJOURNMENT**

With no business remaining, Chairperson Wissmann adjourned the called special scheduled Charter Review Commission meeting at 8:37 p.m.

These minutes approved by the Manor Charter Review Commission on July 2, 2020.

**APPROVED:**

  
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Jennifer Wissmann  
Chairperson

**ATTEST:**

\_\_\_\_\_  
Lluvia T. Almaraz  
City Secretary

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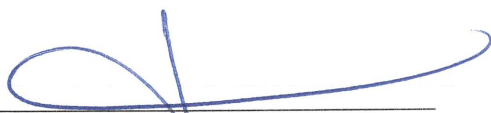
**MOTION:** Chairperson Wissmann motioned to add Emergency Management Committee, Mayor's Community Collaborative Committee, Manor Economic Committee, and Public Safety Committee to Charter. Commissioner Cardona Seconded. Vote called by Chairperson Wissmann to approve. Charter Review Commission voted five (5) For and one (1) Against. The motion carried.

**ADJOURNMENT**

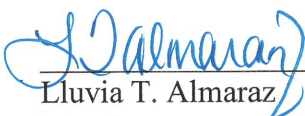
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Jennifer Wissmann  
Chairperson

**ATTEST:**

  
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Luvia T. Almaraz  
City Secretary

