



**CITY COUNCIL
REGULAR SESSION MINUTES
JUNE 17, 2020**

PRESENT:

Dr. Larry Wallace Jr., Mayor

COUNCIL MEMBERS:

Emily Hill, Place 1
Maria Amezcua, Place 2
Dr. Christopher Harvey, Place 3
Danny Scarbrough, Place 4
Deja Hill, Mayor Pro Tem, Place 5
Vacant, Place 6

CITY STAFF:

Thomas Bolt, City Manager
Lluvia T. Almaraz, City Secretary
Lydia Collins, Director of Finance
Ryan Phipps, Chief of Police
Debbie Charbonneau, Community Development Manager
Tracey Vasquez, HR Manager
Denver Collins, Captain
James Allen, Lieutenant

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 Wallace Jr. at 7:01 p.m. on Wednesday, June 17, 2020.

PLEDGE OF ALLEGIANCE

Mayor Wallace Jr. led the Pledge of Allegiance.

PRESENTATION

Debbie Charbonneau, Community Development Manager presented the attached PowerPoint Presentation regarding Leadership Manor.

The discussion was held regarding the following topics:

- Essential Roles of Manor's Governmental
- Education
- Economic
- Cultural Organizations
- Class Schedule for 2020-2021
- Participants Commitment
- Tuition and Application for the Program

PUBLIC COMMENTS

Dr. Larry Wallace Jr., 14505 Esker Road, Manor, Texas, spoke before City Council regarding the two (2) incidents involving Manor Police. He expressed his gratitude to the Manor Police Department for handling a fatal tragedy of a Manor resident. He briefly shared his personal experience as a black American in the armed forces and as a resident of Manor. Mayor Wallace Jr. closed by saying that the Manor Police Department stood up for the right thing and assisted someone that lost their life and that what mattered on this day.

No one else appeared to speak at this time.

CONSENT AGENDA

1. **Consideration, discussion, and possible action to approve the City Council Minutes of the June 3, 2020, Regular Meeting.**
2. **Consideration, discussion, and possible action on the acceptance of the May 2020 Departmental Reports:**
 - **Police – Ryan Phipps, Chief of Police**
 - **Development Services – Scott Dunlop, Asst. Dev. Services Director**
 - **Community Development – Debbie Charbonneau, Community Development Manager**
 - **Municipal Court – Sarah Friberg, Court Clerk**
 - **Public Works – Michael Tuley, Director of Public Works**
 - **Finance – Lydia Collins, Director of Finance**

MOTION: Upon a motion made by Council Member Dr. Harvey and seconded by Council Member Amezcua, to approve and adopt all items on the Consent Agenda.

Mayor Wallace Jr. open the floor for any questions to the motion.

The discussion was held regarding the Police Department Reports for the following:

- Animal Control Activity
- Public Records
- Fiscal Year Data Report
- Racial Profiling Report
- Subdivisions Data Report

The discussion was held regarding the Police Department's communication with the community.

The discussion was held regarding the volume of domestic violence cases due to COVID-19.

Mayor Wallace Jr. requested for City staff to coordinate an information session between the Manor Police Department and other law enforcement entities.

There was no further discussion.

Motion to approve carried 6-0

REGULAR AGENDA

3. Consideration, discussion, and possible action on the 2020 Annual Service and Assessment Plan Update for Lagos Public Improvement District.

The City staff recommended that the City Council approve the 2020 Annual Service and Assessment Plan Update for Lagos Public Improvement District.

Lydia Collins, Director of Finance was available to address any questions posed by the City Council.

City Manager Bolt discussed the 2020 Annual Service and Assessment Plan Update for Lagos Public Improvement District.

MOTION: Upon a motion made by Council Member Dr. Harvey and seconded by Council Member Emily Hill, to approve the 2020 Annual Service and Assessment Plan Update for Lagos Public Improvement District.

Mayor Wallace Jr. open the floor for any questions to the motion.

There was no further discussion.

Motion to approve carried 6-0

4. Consideration, discussion, and possible action on an award of a lease agreement for Manor Police vehicles.

The City staff recommended that the City Council award the lease agreement for Manor Police vehicles to Frost Bank; and approve as to form allowing the City Attorney to finalize and authorize the City Manager to execute the final agreement.

Director of Finance Collins discussed the lease agreement for Manor Police vehicles.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Amezcua, to award the lease agreement for Manor Police vehicles to Frost Bank; and approve as to form allowing the City Attorney to finalize and authorize the City Manager to execute the final agreement.

Mayor Wallace Jr. open the floor for any questions to the motion.

There was no further discussion.

Motion to approve carried 6-0

5. Consideration, discussion, and possible action on an Interlocal Agreement with Travis County to submit for COVID-19 CARES Act reimbursement.

The City staff recommended that the City Council approve as to form allowing the City Attorney to finalize and authorize the City Manager to execute the final agreement.

Director of Finance Collins discussed the Interlocal Agreement with Travis County regarding COVID-19 CARES Act.

MOTION: Upon a motion made by Council Member Dr. Harvey and seconded by Council Member Emily Hill, to approve as to form allowing the City Attorney to finalize and authorize the City Manager to execute the final agreement.

The discussion was held regarding the distribution of a portion of Travis County's CARES Act funds by providing funds to the city for certain activities authorized in the Treasury Coronavirus Relief Fund (CRF).

The discussion was held regarding the CARES Act reimbursement criteria for cities.

The discussion was held regarding the provision of economic support in connection with COVID-19.

The discussion was held regarding the City's obligation relating to its use of the CRF Funding.

Mayor Wallace Jr. clarified that if the grant was funded and not used, the City's obligation would be to return all funds back to the County.

The discussion was held regarding transparency to avoid duplication funding.

The discussion was held regarding the reimbursement for remainder of eighty percent (80%) of the CRF funding through October 31, 2020.

Motion to approve carried 6-0

6. Consideration, discussion, and possible action on a temporary Bocce Ball Court Fee.

The City staff recommended that the City Council approve a temporary Bocce Ball Court rental fee of \$25.00 per league time.

City Manager Bolt discussed the temporary Bocce Ball Court proposed rental fee of \$25.00 per league time. He discussed the leagues that were interested in the Manor Bocce Courts.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Amezcua, to approve a temporary Bocce Ball Court rental fee of \$25.00 per league time.

Mayor Wallace Jr. open the floor for any questions to the motion.

The discussion was held regarding the cost of the Bocce Ball Courts.

The discussion was held regarding the interested leagues for Bocce Ball Courts.

The discussion was held regarding the handicap access issues on the Bocce Courts.

Council Member Dr. Harvey discussed other courts that are needed in the Parks for the youth. He stated he would rather look into other proposals or grants that the city could benefit from for the development of other park courts.

Mayor Pro Tem Deja Hill inquired about the temporary usage fee for the Bocce Court. She recommended for the temporary fee of \$25.00 for the month of July only.

City Manager Bolt stated the leagues would probably take longer to organize and recommended to extend the month to September.

There was no further discussion.

Motion to approve failed 3-3 (Council Member Dr. Harvey, Council Member Emily Hill and Mayor Pro Tem Deja Hill voted against)

CITY MANAGER'S REPORTS

At the direction of City Manager Bolt, Director of Finance Collins and Chief of Police Phipps discussed the following:

- St. David's Grant

Director of Finance Collins discussed the St. David's Grant for the City of Manor.

- Law Enforcement Committee

Chief of Police Phipps asked Mayor Wallace for clarification regarding the members of the Committee. Mayor Wallace stated members of the Committee were Council Member Hill, Council Member Amezcua, City Manager, Chief of Police and the Mayor.

Chief of Police Phipps discussed in detail the two (2) incidents that had occurred earlier on this day.

- Emergency Management Committee

Chief of Police Phipps discussed the updates of the Emergency Management Committee meetings.

MAYOR'S REPORT

- Economic Development Committee

Mayor Wallace Jr. discussed the updates of the Economic Development Committee first meeting and future topics.

Mayor Wallace Jr. adjourned the regular session of the Manor City Council into Executive Session at 9:10 p.m. Wednesday, June 17, 2020, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The Manor City Council convened into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in *Section 551.074 Personnel Matters – Salaries* at 9:10 p.m., on Wednesday, June 17, 2020.

The Executive Session was adjourned at 9:34 p.m. on Wednesday, June 17, 2020.

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and took action on item(s) discussed during Closed Executive Session at 9:34 p.m. on Wednesday, June 17, 2020.

Mayor Wallace Jr. 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 9:35 p.m. on Wednesday, June 17, 2020.


These minutes approved by the Manor City Council on the 1st day of July 2020.

APPROVED:



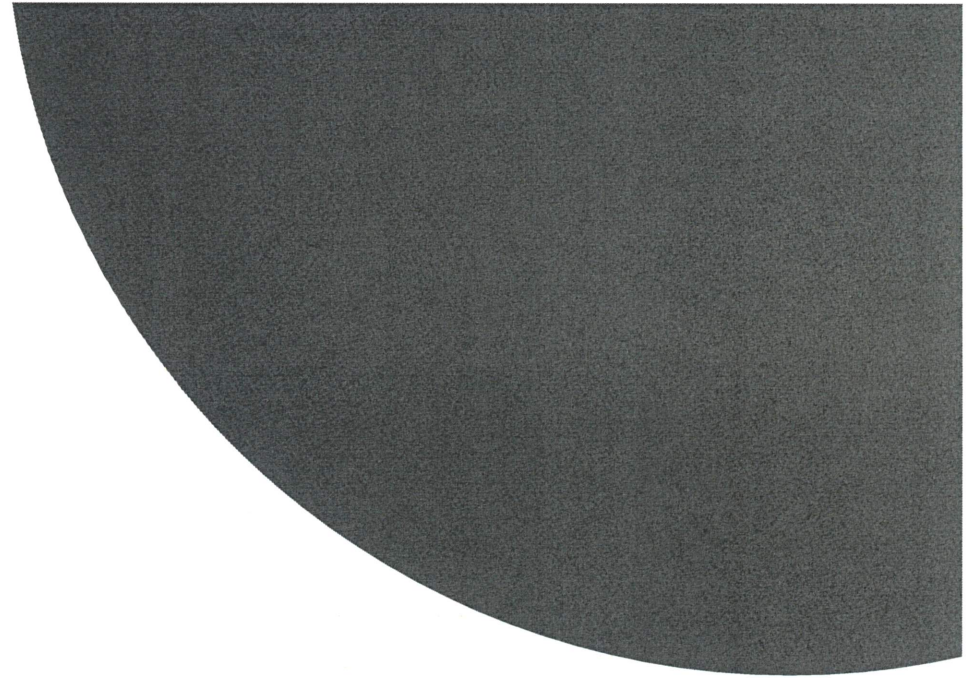
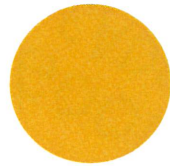
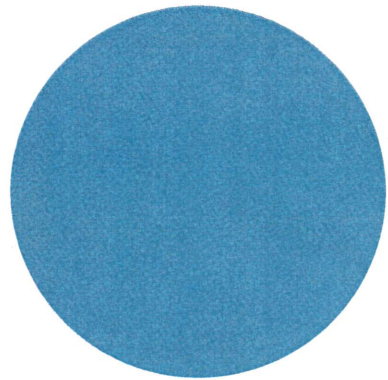
Dr. Larry Wallace Jr.
Mayor

ATTEST:



Lluvia T. Almaraz, TRMC
City Secretary

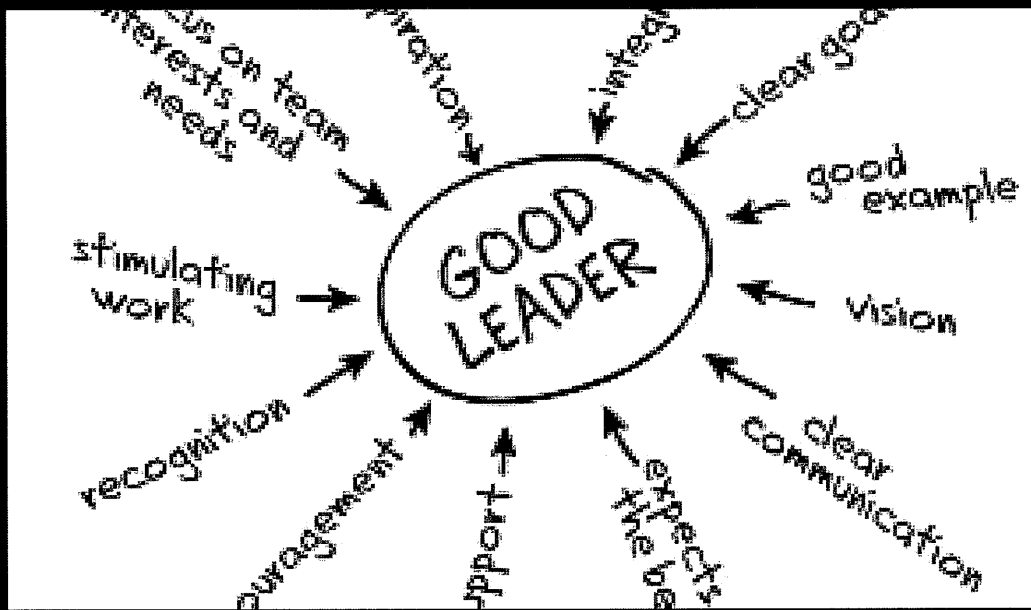




LEADERSHIP MANOR

Debbie Charbonneau
Community
Development Manager

WHAT IS LEADERSHIP MANOR?

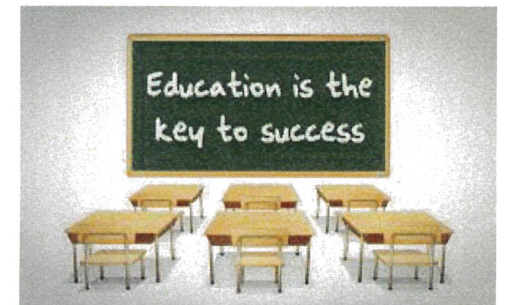
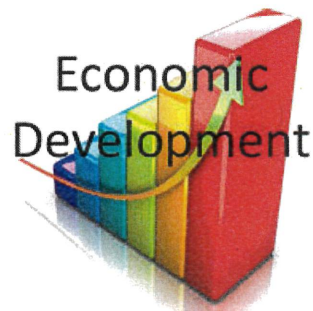


- Leadership Manor is a program which identifies and develops talented and committed citizens who aspire to provide leadership in Manor's business and community activities. Leadership Manor develops leaders by providing quality, relevant leadership skills training to match the dynamic needs of the community.



- It explains the essential roles of Manor's governmental, education, economic, and cultural organizations and encourages participants to explore options for personal involvement and relationship building.

It creates opportunities for participants to form effective relationships with current, past and future leaders in the community. Finally, it facilitates the appointment of graduates to leadership roles within the City of Manor and other community organizations.



CLASS SCHEDULE 2020 - 2021

- | | | | |
|---------------|--|---------|--|
| • August 8 | Orientation – City Hall | • March | State Government |
| • September 9 | City Government – City Hall | • April | Education – Manor ISD |
| • October 14 | Medical – Baylor Scott & White | • May | Class Presentations & Graduation - TBA |
| • November 18 | Development Services & Community Development – City Hall | | |
| • December 9 | History & Arts – City Hall | | |
| • January 13 | Travis County | | |
| • February 10 | Ft. Hood | | |

PARTICIPANTS COMMITMENT

- The participants will sign a statement that they have reviewed the program schedule and cleared their calendar to participate in the Leadership Manor Program. They also commit to attending the orientation, all regular sessions, additional events, monthly interviews, and the graduation celebration.
- If selected, they will devote the time and resources necessary to complete the program. Even though emergencies to arise, any participant missing more than eight hours, for whatever reason, may be asked to withdraw from the program.

TUITION AND APPLICATION FOR THE PROGRAM

- The program is open to everyone who either lives or works in Manor.
- Tuition is \$250.00 and must be paid for upon acceptance and is non-refundable.
- Participants must be 21 years of age or older.
- Applications must be filled out and return to the Community Development Department before the deadline.
- The tuition pays for the participants polo shirt, notebook, monthly lunches and transportation.
- Class size is limited to 20 participants.
- Applications are due by August 1, 2020.
- Class times are 8:00 a.m. – 5:00 p.m. Class times are subject to change.
- Return Application to Debbie Charbonneau, Community Development Manager for the City of Manor.
dcharbonneau@cityofmanor.org



QUESTIONS?