



**CITY COUNCIL
REGULAR SESSION MINUTES
JANUARY 15, 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
Valerie Dye, Place 6

CITY STAFF:

Thomas Bolt, City Manager
Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Lydia Collins, Director of Finance
Scott Dunlop, Assistant Development Services Director
Debbie Charbonneau, Community Development Manager
Sarah Friberg, Court Administrator
Michael Tuley, Public Works Director
Tracey Vasquez, HR Coordinator

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 Dr. Larry Wallace Jr. at 7:00 p.m. on Wednesday, January 15, 2020, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

At the request of Mayor Dr. Wallace Jr., Chief of Police Phipps, led the Pledge of Allegiance.

PRESENTATIONS

Recognitions of outgoing Associate Judge Mark Goodner; and Presiding Judge Robby Chapman, presented by Mayor Dr. Wallace Jr.

Mayor Dr. Wallace Jr., presented the recognition awards to outgoing Associate Judge Mark Goodner; and Presiding Judge Robby Chapman.

PROCLAMATIONS

A. Declaring the Month of January, as “National Mentor Month”

Mayor Dr. Wallace Jr., read and presented a proclamation declaring the month of January, as “National Mentor Month” to Mayra Hernandez, Mentor Coordinator for Manor ISD.

B. Declaring Monday, January 20, 2020, as “Martin Luther King, Jr. Day”

Mayor Dr. Wallace Jr., read and presented a proclamation declaring Monday, January 20, 2020, as “Martin Luther King, Jr. Day” to Council Member Dr. Harvey.

C. Declaring the Month of February, as “Black History Month”

Mayor Dr. Wallace Jr., read and presented a proclamation declaring the month of February, as “Black History Month” to Mayor Pro Tem Deja Hill.

PUBLIC COMMENTS

William Willner, 202 W. Wheeler Street, Manor, Texas, spoke before City Council regarding the drainage issues on his property. He expressed his concerns regarding the road erosion by his property. Mr. Willner also spoke on behalf of his neighbor Mr. Joe Banda, who is requesting a proper study be completed by the City to address the drainage issues on the city road.

Vicki McFarland, P.O. Box 936, Manor, Texas, spoke before City Council regarding the Manor Free Clinic. She announced the Free Medical Clinic would be open on Saturday, January 18th from 9am – 2pm at Oak Meadows Elementary School. She thanked all sponsors that have reached out to support the clinic and the City of Manor. Council Member Amezcua thanked Ms. McFarland for all her support on all organizations she’s involved with.

No one else appeared to speak at this time.

CONSENT AGENDA

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

- **December 14, 2019, Retreat - Workshop Session; and**
- **December 18, 2019, Regular Meeting**

2. Consideration, discussion, and possible action on the acceptance of the December 2019 Departmental Reports:

- **Police – Ryan Phipps, Chief of Police**
- **Development Services – Scott Dunlop, Assistant Dev. Services Director**
- **Community Development – Debbie Charbonneau, Community Dev. Manager**
- **Municipal Court – Sarah Friberg, Court Clerk**
- **Public Works – Michael Tuley, Director of Public Works**
- **Finance – Lydia Collins, Director of Finance**

3. Second and Final Reading: Consideration, discussion and possible action on an ordinance rezoning 0.56 acres of land out of the James Manor Survey No. 40, Abstract 546, locally known as 430 West Parsons Street, from Single Family (R-1) to Light Commercial (C-1). Applicant: Rene Maruri Avilez Owner: Rene Maruri Avilez

Mayor Pro Tem Deja Hill inquired about the zoning on Item 3. City Manager Bolt confirmed and stated the first reading was approved at the December 18, 2019, regular meeting.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Amezcua, the Council voted six (6) “ayes” and one (1) “nays” to approve and adopt all items on the Consent Agenda. Mayor Pro Tem Deja Hill voted against. The motion carried

PUBLIC HEARING

4. Public Hearing: Conduct a public hearing upon an Ordinance rezoning 0.675 acres more or less, located at 10814 US Hwy 290 East, Manor, TX, from Light Commercial (C-1) to Medium Commercial (C-2).

Mayor Dr. Wallace Jr., opened the public hearing.

The City staff recommended that the City Council postpone the public hearing to the February 19, 2020, Regular Council Meeting.

Scott Dunlop, Asst. Development Services Director Dunlop was available to address any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Dr. Harvey and seconded by Council Member Hill, the Council voted seven (7) “ayes” and no (0) “nays” to postpone the Public Hearing to the February 19, 2020, Regular Council Meeting. The motion carried unanimously.

REGULAR AGENDA

5. **First Reading: Consideration, discussion, and possible action on an ordinance rezoning 0.675 acres more or less, located at 10814 US Hwy 290 East, Manor, TX, from Light Commercial (C-1) to Medium Commercial (C-2). Applicant: Kimley-Horn and Associates. Owner: Cottonwood Holdings, LTD**

The City staff recommended that the City Council postpone the first reading of an ordinance rezoning 0.675 acres more or less, located at 10814 US Hwy 290 East, Manor, TX, from Light Commercial (C-1) to Medium Commercial (C-2) to the February 19, 2020, Regular Council Meeting.

Scott Dunlop, Asst. Development Services Director was available to address any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Dr. Harvey, the Council voted seven (7) "ayes" and no (0) "nays" to postpone the first reading of an ordinance rezoning 0.675 acres more or less, located at 10814 US Hwy 290 East, Manor, TX, from Light Commercial (C-1) to Medium Commercial (C-2) to the February 19, 2020, Regular Council Meeting. The motion carried unanimously.

6. **Consideration, discussion and possible action on a resolution approving determination of Multiple Use Agreements – TXDOT.**

The City staff recommended that the City Council approve Resolution No. 2020-01 authorizing the termination of the Multiple Use Agreement between the State and the City of Manor dated May 20, 2009; and the termination of the Multiple Use Agreement between the State and the City of Manor dated June 15, 2011.

City Manager Bolt discussed the termination of Multiple Use Agreements with TXDOT.

The discussion was held regarding the termination of agreements.

MOTION: Upon a motion made by Council Member Dye and seconded by Council Member Amezcua, the Council voted seven (7) "ayes" and no (0) "nays" to approve Resolution No. 2020-01 authorizing the termination of the Multiple Use Agreement between the State and the City of Manor dated May 20, 2009; and the termination of the Multiple Use Agreement between the State and the City of Manor dated June 15, 2011. The motion carried unanimously.

7. **Consideration, discussion, and possible action on entering into a service agreement with Atchley & Associates for performing an audit of the financial statements of the City of Manor.**

The City staff recommended that the City Council approve a service agreement with Atchley & Associates; and Authorize the City Manager to sign the engagement letter.

At the direction of City Manager Bolt, Finance Director Collins discussed the service agreement with Atchley & Associates regarding the audit services for the City of Manor.

The discussion was held regarding the communication with Council regarding audit findings.

The discussion was held regarding the years of service with Atchley & Associates.

The discussion was held regarding the cost of audit services with Atchley & Associates.

The discussion was held regarding the auditors with Atchley & Associates.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Dye, the Council voted seven (7) "ayes" and no (0) "nays" to approve a service agreement with Atchley & Associates; and Authorize the City Manager to sign the engagement letter. The motion carried unanimously.

8. Consideration, discussion, and possible action on an appointment to serve as the Capital Area Council of Governments (CAPCOG) General Assembly Representative for the City of Manor.

The City staff recommended that the City Council appoint Mayor Dr. Larry Wallace Jr., to serve as the Capital Area Council of Governments (CAPCOG) General Assembly Representative for the City of Manor.

City Manager Bolt discussed the organization of Capital Area Council of Governments (CAPCOG).

The discussion was held regarding the responsibilities of the representative for the City of Manor with CAPCOG.

Mayor Dr. Wallace Jr. asked if any other Council was interested in serving on the board. Council Member Scarbrough stated he would like to be considered for appointment.

Mayor Dr. Wallace Jr. opened the floor for Council to rescind the motion given.

There was no rescinded motion.

MOTION: Upon a motion made by Council Member Dye and seconded by Council Member Amezcua, the Council voted seven (7) "ayes" and no (0) "nays" to appoint Mayor Dr. Larry Wallace Jr., to serve as the Capital Area Council of Governments (CAPCOG) General Assembly Representative for the City of Manor. The motion carried unanimously.

9. Consideration, discussion, and possible action upon a Concept Plan for IDEA- Manor, one (1) lot on 13.19 acres more or less, located near N. FM 973 and Suncrest Road, Manor, TX. Applicant: Pape-Dawson Engineers. Owner: IDEA Public Schools.

The City staff recommend that the City Council approve a Concept Plan for IDEA-Manor, one (1) lot on 13.19 acres more or less, located near N. FM 973 and Suncrest Road, Manor, TX.

Scott Dunlop, Asst. Development Services Director was available to address any questions posed by the City Council.

City Manager Bolt discussed the Concept Plan for IDEA-Manor.

The discussion was held regarding the subdivision concept plan process.

The discussion was held regarding the timeline of the development.

The discussion was held regarding the Traffic Impact Analysis (TIA) requirements.

Council Member Dr. Harvey discussed his concerns regarding the additional traffic issues FM 973 would have with this development.

The discussion was held regarding TXDOT permitting process for state roads.

Mayor Dr. Wallace Jr., expressed his concerns regarding economic development in the area and how the development would impact other businesses.

The discussion was held regarding the County's involvement with the development.

The discussion was held regarding the attraction to other potential businesses for the area.

The discussion was held regarding the process for traffic control after development.

Asst. Development Director Dunlop explained how all City requirements would be set on the development agreement.

The discussion was held regarding the potential impact on emergency services.

Council Member Dr. Harvey suggested for the City to conduct talking points with the community regarding the development.

City Manager Bolt stated the development agreement would be presented to Council for approval. He stated Council would have the opportunity at that time to address issues.

MOTION: Upon a motion made by Council Member Dye and seconded by Council Member Scarbrough, the Council voted seven (7) “ayes” and no (0) “nays” to approve a Concept Plan for IDEA-Manor, one (1) lot on 13.19 acres more or less, located near N. FM 973 and Suncrest Road, Manor, TX. The motion carried unanimously.

10. First Reading: Consideration, discussion, and possible action on an amendment to the Manor Code of Ordinances Chapter 14 Zoning to amend sections General including Application, and Definitions; Zoning District and Regulations including General Requirements and Limitations, Zoning of Annexed Areas, and Establishment of Zoning Districts; Construction Plans; Conditional Use Permits; Nonconforming Uses; Sexually Oriented Businesses; and other related matters.

The City staff recommended that the City Council postpone this item to the February 19, 2020, Regular Council Meeting.

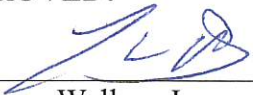
MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Amezcua, the Council voted seven (7) “ayes” and no (0) “nays” to postpone this item to the February 19, 2020, Regular Council Meeting. The motion carried unanimously.

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 8:02 p.m. on Wednesday, January 15, 2020.

These minutes approved by the Manor City Council on the 5th day of February 2020.

APPROVED:



Dr. Larry Wallace Jr.
Mayor

ATTEST:



Lluvia T. Almaraz, TRMC
City Secretary

