



**CITY COUNCIL
REGULAR SESSION MINUTES
JANUARY 6, 2021
Via Telephone/Video Conference
(Zoom Meeting)**

The meeting was live streamed on Manor Facebook Live beginning at 7:00 p.m.
<https://www.facebook.com/cityofmanor/>

Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act to allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in person meetings that assemble large groups of people the City Council meeting scheduled for Wednesday, January 6th, was only open to the public via remote access.

The following instructions were provided to the general public.

Instructions for Public Speaking:

- Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting www.cityofmanor.org where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to publiccomments@cityofmanor.org. Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

Upon receiving instructions to join zoom meeting the following rules will apply:

- All speakers must address their comments to the Mayor rather than to individual Council Members or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed three (3) minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.

Mayor Wallace Jr. advised that all votes would be conducted by a Roll Call Vote, meaning each City Council Member would be called on separately to cast their vote.

PRESENT VIA ZOOM:

Dr. Larry Wallace Jr., Mayor

COUNCIL MEMBERS:

Dr. Christopher Harvey, Mayor Pro Tem, Place 3
Emily Hill, Place 1
Anne Weir, Place 2
Sonia Wallace, Place 4
Deja Hill, Place 5
Gene Kruppa, Place 6

CITY STAFF:

Lluvia T. Almaraz, City Secretary
Scott Dunlop, Assistant Development Services Director
Heath Ferguson, IT Manager
Tracey Vasquez, HR Manager
Frank T. Phelan, P.E., City Engineer
Veronica Rivera, Legislative and General Counsel

REGULAR SESSION – 7:00 P.M.

With a quorum of the Council Members present via video/telephone conference, the regular session of the Manor City Council was called to order by Mayor Wallace Jr. at 7:00 p.m. on Wednesday, January 6, 2021.

PLEDGE OF ALLEGIANCE

At the direction of Mayor Wallace Jr., Council Member Kruppa led the Pledge of Allegiance.

PUBLIC COMMENTS

There were no public comments received prior to the meeting.

PUBLIC HEARINGS

- 1. Conduct a public hearing regarding amending the Community Impact Fees for Water and Wastewater.**

The City staff recommended that the City Council conduct the public hearing.

Mayor Wallace Jr. opened the public hearing.

Assistant Development Services Director Dunlop discussed the amendment to the Community Impact Fees for Water and Wastewater.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Kruppa, to close the Public Hearing.

There was no further discussion.

Motion to close carried 7-0

CONSENT AGENDA

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

- **December 16, 2020, City Council Regular Meeting; and**
- **December 19, 2020, City Council Workshop**

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Emily Hill, to approve and adopt all items on the Consent Agenda.

There was no further discussion.

Motion to approve carried 7-0

REGULAR AGENDA

3. Second and Final Reading: Consideration, discussion, and possible action on an ordinance amending Chapter 14, Zoning, of the Manor Code of Ordinances of the City of Manor, Texas by providing for the amendment of definitions; residential land uses, and land use conditions; modifying general development regulations for two-family, townhome, and multi-family districts; amending non-residential and mixed-use districts land uses, amending non-residential and mixed-use districts conditions; amending development standards for outdoor storage and display, single-family detached and two-family; and amending planned unit development procedures.

The City staff recommended that the City Council approve the second and final reading of Ordinance No. 599 as set forth in the caption above with additions.

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

Ordinance No. 599: An Ordinance of The City of Manor, Texas, Amending Chapter 14, Zoning, of the Code of Ordinances of The City of Manor, Texas, by Providing for the Amendment of Definitions, Residential Land Uses, and Land Use Conditions; Modifying General Development Regulations for Two-Family, Townhome and Multi-Family Districts; Amending Non-Residential and Mixed-Use Districts Land Uses; Amending

Non- Residential and Mixed-Use Districts Conditions; Amending Development Standards for Outdoor Storage and Display, Single Family Detached and Two-Family; Amending Planned Unit Development Procedures; Providing a Severability Clause, Providing Savings, Open Meetings and Effective Date Clauses; and Providing For Related Matters.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Kruppa, to approve the second and final reading of Ordinance No. 599 as set forth in the caption above with addition definitions of Section 3 (g) The definition for “Motor Vehicle” is hereby added to read as follows: “Motor vehicle means any motor vehicle subject to registration pursuant to the Certificate of Title Act, chapter 501, Tex. Trans. Code, as amended.” (h) The definition for “Watercraft” is hereby added to read as follows: “Watercraft means a vessel subject to registration under chapter 31, Tex. Parks & Wildlife Code, as amended.” and Section 30. Amendment of Section 14.02.049(c) Outdoor Storage and Display. Section 14.02.049(c) of the Zoning Ordinance is hereby deleted in its entirety amended to add and revise the following subsections to read as follows: (a) Subsection (c) is hereby deleted in its entirety to read as follows: (b) Subsection (f) is hereby added to read as follows: “(f) Storage of Motor Vehicles, Recreational Vehicles, and Watercraft on Residential Property (1) Motor vehicles, recreational vehicles and watercraft (collectively “vehicles”) not operable due to expired registration or similar, excluding racing vehicles, antique vehicles, and vehicles belonging to members of armed forces who are on active duty, shall be parked or stored only in completely enclosed buildings. (2) No vehicle shall be parked or stored on any lot except that it shall be enclosed in a building or parked on an approved surface of concrete or asphalt installed for such purpose. (3) Recreation vehicles and watercraft shall not be parked or stored in any right-of-way.

The discussion was held regarding boat parking.

There was no further discussion.

Motion to approve carried 7-0

4. **Consideration, discussion, and possible action on an ordinance amending Ordinance No. 402; Amending Chapter 10, Subdivision Regulation, Article 10.03, Impact Fees, Code of Ordinances of Manor; Adopting a Capital Improvements Plan; Establishing a Community Impact Fee-Based Upon Living Unit Equivalents.**

The City staff recommended that the City Council approve Ordinance No. 600 as set forth in the caption above.

Ordinance No. 600: An Ordinance of the City of Manor, Texas, Amending Ordinance No. 402; Amending Chapter 10, Subdivision Regulation, Article 10.03, Impact Fees, Code of Ordinances of Manor; Adopting a Capital Improvements Plan; Establishing a Community Impact Fee Based Upon Living Unit Equivalents; Providing Severability, Open Meeting and Effective Date Provisions; and Providing for Related Matters.

MOTION: Upon a motion made by Mayor Pro Tem Dr. Harvey and seconded by Council Member Wallace, to approve Ordinance No. 600 as set forth in the caption above.

The discussion was held regarding the increase cost of the wastewater.

There was no further discussion.

Motion to approve carried 7-0

5. Consideration, discussion, and possible action on a resolution accepting the petition for annexation of 52.019 acres, more or less, of land located in Travis County, Texas, and setting an annexation schedule.

The City staff recommended that the City Council approve Resolution No. 2021-01 accepting the petition for annexation of 52.019 acres, more or less, of land located in Travis County, Texas and setting an annexation schedule.

Assistant Development Services Director Dunlop discussed the Resolution accepting the petition.

Resolution No. 2021-01: A Resolution of The City of Manor, Texas, Accepting the Petition for Annexation of 52.019 Acres, More or Less, of Land Located in Travis County, Texas; Setting an Annexation Schedule; Providing for Open Meetings and Other Related Matters.

MOTION: Upon a motion made by Council Member Dr. Harvey and seconded by Council Member Kruppa, to approve Resolution No. 2021-01 accepting the petition for annexation of 52.019 acres, more or less, of land located in Travis County, Texas and setting an annexation schedule.

There was no further discussion.

Motion to approve carried 7-0

6. Consideration, discussion, and possible action on an ordinance authorizing a change to the health benefits plan which would extend coverage to City retirees.

The City staff recommended that the City Council approve Ordinance No. 601; and direct the City Manager to submit the ordinance and other information required by TML Health to change the City health benefits coverages.

HR Manager Vasquez discussed the proposed ordinance.

The discussion was held regarding the cost to the city for eligible employees.

Mayor Wallace asked for additional time to discuss and review further.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Weir, to table item to the February 3, 2021, regular council meeting.

There was no further discussion.

Motion to approve carried 7-0

7. Consideration, discussion, and possible action to amend the City of Manor Personnel Policies & Procedures Handbook to extend health benefits coverage to City retirees.

The City staff recommended that the City Council approve the proposed changes to the City of Manor Personnel Policies & Procedures Handbook to extend health benefits coverage to City retirees.

MOTION: Upon a motion made by Mayor Pro Tem Dr. Harvey and seconded by Council Member Emily Hill, to table item to the February 3, 2021, regular council meeting.

There was no further discussion.

Motion to approve carried 7-0

8. Consideration, discussion, and possible action on a change order to the construction contract for the Wilbarger Creek Wastewater Treatment and Collection System Improvements Phase 2 project.

The City staff recommended that the City Council approve Change Order No. 1 to the construction contract for the Wilbarger Creek Wastewater Treatment and Collection System Improvements Phase 2 project with Austin Engineering Company, Inc., in the amount of \$39,296.00.

City Engineer Phelan discussed the proposed change order.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Mayor Pro Tem Dr. Harvey to approve Change Order No. 1 to the construction contract for the Wilbarger Creek Wastewater Treatment and Collection System Improvements Phase 2 project with Austin Engineering Company, Inc., in the amount of \$39,296.00.

There was no further discussion.

Motion to approve carried 7-0

9. Acknowledge the resignation of Planning and Zoning Commissioner Isaac Rowe, Place No. 4, and declare a vacancy.

The City staff recommended that the City Council acknowledge the resignation of Planning and Zoning Commissioner Isaac Rowe, Place No. 4 and declare a vacancy.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Weir, to acknowledge the resignation of Planning and Zoning Commissioner Isaac Rowe, Place No. 4 and declare a vacancy.

Mayor Wallace thanked Isaac Rowe for his contributions and organization within the City of Manor.

There was no further discussion.

Motion to approve carried 7-0

Mayor Wallace Jr. adjourned the regular session of the Manor City Council into Executive Session at 7:42 p.m. on Wednesday, January 6, 2021, in accordance with the requirements of the Open Meetings Law.

Legislative and General Counsel Rivera joined Executive Session via zoom.

EXECUTIVE SESSION

The Manor City Council convene into executive session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in *Section 551.074 Personnel Matters – Interview Candidates for appointments to the Planning and Zoning Commission for Place No. 4; Discussion of City Manager’s Evaluation; and HR Directives; and Section 551.087 Deliberations regarding Economic Development Negotiations - EntradaGlen PID* at 7: 42 p.m. on Wednesday, January 6, 2021.

The Executive Session was adjourned at 9:50 p.m. on Wednesday, January 6, 2021.

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 9:50 p.m. on Wednesday, January 6, 2021.

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

MOTION: Upon a motion made by Mayor Pro Tem Dr. Harvey and seconded by Council Member Kruppa, to appoint Prince John Chavis to fill an unexpired term on the Planning and Zoning Commission, Place No. 4.

There was no further discussion.

Motion to approve carried 7-0

There was no further action taken.

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 9:53 p.m. on Wednesday, January 6, 2021.

These minutes approved by the Manor City Council on the 20th day of January 2021.

APPROVED:

Dr. Larry Wallace Jr.
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Draft Minutes