



**CITY COUNCIL
REGULAR SESSION MINUTES
NOVEMBER 3, 2021**

PRESENT:

Dr. Larry Wallace Jr., Mayor

COUNCIL MEMBERS:

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

CITY STAFF:

Scott Dunlop, Interim City Manager
Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Michael Tuley, Director of Public Works
Pauline M. Gray, City Engineer
Heath Ferguson IT Manager
James Allen, Lieutenant

REGULAR SESSION – 7:07 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 at 7:07 p.m. on Wednesday, November 3, 2021, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

Mayor Wallace led the Pledge of Allegiance.

PROCLAMATIONS

A. Declaring Friday, November 5, 2021, as “Texas Arbor Day”

Mayor Wallace read and presented proclamation to Council Member Deja Hill.

PUBLIC COMMENTS

No one appeared at this time.

REPORTS

Reports about items of community interest on which no action was taken.

A. Cap Metro

Interim City Manager Dunlop discussed Cap Metro agreement with the city.

B. Emergency Management Plan

Lt. James Allen discussed the Emergency Management Plan.

C. Employee’s Evaluations / Pay Scale

Interim City Manager Dunlop discussed the proposed Employee’s Evaluation and Pay Scale.

D. IT Streaming Equipment and Software

IT Manager Ferguson discussed the IT Streaming Equipment and Software for the city.

E. Broadband and Cellular Concerns

Mayor Pro Tem Harvey discussed the broadband and cellular concerns within the city.

CONSENT AGENDA

1. Consideration, discussion, and possible action to approve the City Council Minutes of the October 27, 2021, City Council Regular Meeting.

MOTION: Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Hill, to approve the Consent Agenda.

There was no further discussion.

Motion to approve carried 5-0

REGULAR AGENDA

2. Consideration, discussion, and possible action on a resolution to conduct a public hearing on the Land Use Assumptions Map and proposed Capital Improvement Projects recommended by the Advisory Committee.

The City staff recommended that the City Council approve Resolution No. 2021-21 to conduct a public hearing for the Land Use Assumptions Map and proposed Capital Improvement Projects.

Resolution No. 2021-21: A Resolution of The City of Manor, Texas, Setting a Public Hearing Date on The Land Use Assumptions and Capital Improvement Projects of the Community Impact Fee; and Providing Open Meetings and Other Related Matters.

MOTION: Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Wallace, to approve Resolution No. 2021-21 to conduct a public hearing for the Land Use Assumptions Map and proposed Capital Improvement Projects.

There was no further discussion.

Motion to approve carried 5-0

3. Consideration, discussion, and possible action on an agreement between the City of Manor and Qwally, Inc. for the Creation and Maintenance of a Small Business Portal.

The City staff recommended that the City Council approve the agreement between the City of Manor and Qwally, Inc. for the Creation and Maintenance of a Small Business Portal.

MOTION: Upon a motion made by Mayor Pro Harvey and seconded by Council Member Wallace, to approve the agreement between the City of Manor and Qwally, Inc. for the Creation and Maintenance of a Small Business Portal.

There was no further discussion.

Motion to approve carried 5-0

4. Consideration, discussion, and possible action on a Homeless Policy (*Requested by Council Member Deja Hill*).

Council Member Deja Hill expressed her concerns with homeless individuals that are seeking assistance from the city.

Discussion was held regarding camping restrictions within the state.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Emily Hill, to direct city staff to move forward with options for city ordinances or policies regarding homelessness within the city.

There was no further discussion.

Motion to approve carried 5-0

5. Consideration, discussion, and possible action on RFQ 2021-49, a Space Needs Assessment and Facilities Master Plan Request for Qualifications.

The City staff recommended that the City Council approve RFQ 2021-49, a Space Needs Assessment and Facilities Master Plan Request for Qualifications.

Interim City Manager Dunlop discussed the proposed RFQ for space needs assessment and facilities master plan.

Discussion was held regarding the timeline for the assessment.

Discussion was held regarding the clarification on the budget amount of \$50,000.

MOTION: Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Emily Hill, to approve RFQ 2021-49, a Space Needs Assessment and Facilities Master Plan Request for Qualifications.

There was no further discussion.

Motion to approve carried 5-0

6. Consideration, discussion, and possible action on a Resolution authorizing the City Manager to execute documents as necessary to evidence the City Council's approval of the settlement agreement with certain opioid distributors and manufacturers negotiated by the Texas Attorney General's Office and approval of the Texas Opioid Abatement Fund Council and Settlement Allocation Term Sheet (known as the Texas Term Sheet).

The City staff recommended that the City Council approve Resolution No. 2021-22 authorizing the City Manager to execute documents as necessary to evidence the City Council's approval of the settlement agreement with certain opioid distributors and manufacturers negotiated by the Texas Attorney General's Office and approval of the Texas Opioid Abatement Fund Council and Settlement Allocation Term Sheet (known as the Texas Term Sheet).

Resolution No. 2021-22: A Resolution of the City of the City of Manor, Texas – Opioids Settlement.

City Attorney Saenz discussed the proposed resolution.

MOTION: Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Deja Hill, to approve Resolution No. 2021-22 authorizing the City Manager to execute documents as necessary to evidence the City Council's approval of the settlement agreement with certain opioid distributors and manufacturers negotiated by the Texas Attorney General's Office and approval of the Texas Opioid Abatement Fund Council and Settlement Allocation Term Sheet (known as the Texas Term Sheet).

Discussion was held regarding examples why the city would sue.

Discussion was held regarding the amount of settlement the city would receive.

There was no further discussion.

Motion to approve carried 5-0

7. Consideration, discussion, and possible action on the Community Services Director position and pay scale.

The City staff recommended that the City Council approve the Community Services Director position to the current pay scale.

Interim City Manager Dunlop discussed the proposed Community Services Director position.

Discussion was held regarding the expectations for the position.

Discussion was held regarding the salary for the position.

Discussion was held regarding the essential functions for the position.

MOTION: Upon a motion made by Council Member Deja Hill and seconded by Council Member Emily Hill, to deny the Community Services Director position to the current pay scale.

There was no further discussion.

Motion to approve failed 5-0

8. Consideration, discussion, and possible action on an ordinance amending the Manor Code of Ordinances Chapter 1 – General Provisions; Article 1.04 – Section 1.04002 Rules of Procedure.

The City staff recommended that the City Council approve Ordinance No. 626 amending the Manor Code of Ordinances Chapter 1 – General Provisions; Article 1.04 – Section 1.04002 Rules of Procedure.

Interim City Manager Dunlop discussed the proposed ordinance with amendments.

City Attorney Saenz discussed the proposed amendment for Section 5.05 Excusal from Attendance.

Discussion was held regarding clarification of determining the percentage of missed meetings and the time period of attendance.

Discussion was held regarding several options proposed by City Attorney Saenz.

MOTION: Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Emily Hill, to approve Section 5.05 Excused from Attendance from the Rules of Procedure as discussed with City Attorney Saenz.

There was no further discussion.

Motion to approve carried 4-1 (Council Member Deja Hill voted against)

MOTION: Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Wallace, approve Ordinance No. 626 amending the Manor Code of Ordinances Chapter 1 – General Provisions; Article 1.04 – Section 1.04002 Rules of Procedure.

There was no further discussion.

Motion to approve carried 5-0

9. Accept the resignation of Council Member, Place 6 Gene Kruppa and declare a vacancy.

The City staff recommended that the City Council accept the resignation of Council Member, Place 6 Gene Kruppa and declare a vacancy.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Emily Hill to accept the resignation of Council Member, Place 6 Gene Kruppa and declare a vacancy.

There was no further discussion.

Motion to approve carried 5-0

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 10:44 p.m. on Wednesday, November 3, 2021.

These minutes approved by the Manor City Council on the 1st day of December 2021. (*Audio recording archived*)

APPROVED:

Dr. Christopher Harvey
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary

Draft Minutes