



**CITY COUNCIL  
REGULAR SESSION MINUTES  
JULY 7, 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  
Sonia Wallace, Place 4  
Deja Hill, Place 5  
Gene Kruppa, Place 6

**CITY STAFF:**

Thomas Bolt, City Manager  
Lluvia T. Almaraz, City Secretary  
Ryan Phipps, Chief of Police  
Scott Dunlop, Development Services Director  
Tracey Vasquez, HR Manager  
Veronica Rivera, Assistant City Attorney  
Brad Bullock, Litigation Attorney

**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 at 7:02 p.m. on Wednesday, July 7, 2021.

**PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENTS**

There were no public comments.

## REPORTS

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

### **A. CapMetro**

At the direction of Mayor Wallace, Mayor Pro Tem Harvey gave an update on CapMetro.

### **B. Education Committee**

At the direction of Mayor Wallace, Council Member Emily Hill gave an update on the Education Committee.

### **C. Capital Improvement Committee**

At the direction of Mayor Wallace, Council Member Gene Kruppa gave an update on the Capital Improvement Committee.

### **D. Community Collaborative Committee**

Mayor Wallace gave an update on the Community Collaborative Committee.

### **E. Economic Development Committee**

At the direction of Mayor Wallace, Mayor Pro Tem Harvey gave an update on the Economic Development Committee.

### **F. Health Care Committee**

At the direction of Mayor Wallace, Council Member Anne Weir gave an update on the HealthCare Committee.

### **G. Public Safety Committee**

At the direction of Mayor Wallace, Chief of Police Phipps gave an update on the Public Safety Committee.

### **H. Community Advisory Committee**

At the direction of Mayor Wallace, Chief of Police Phipps gave an update on the Community Advisory Committee.

### **I. Emergency Management Committee**

At the direction of Mayor Wallace, Chief of Police Phipps gave an update on the Emergency Management Committee.

## CONSENT AGENDA

### 1. Consideration, discussion, and possible action to approve the City Council Minutes of the June 16, 2021, City Council Regular Meeting.

**MOTION:** Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Weir, to approve and adopt all items on the Consent Agenda.

Mayor Wallace adjourned the regular session of the Manor City Council into Executive Session at 7:49 p.m. on Wednesday, July 7, 2021, in accordance with the requirements of the Open Meetings Law.

Council Member Wallace abstained from discussion and consideration of the Executive Session - Section 551.074 Personnel Matters – Interview Candidates for appointments to the Planning and Zoning Commission for Place No's. 2 and 5, as she personally knew one of the candidates. The appropriate Conflict of Interest Affidavit had been filled out and filed with the City Secretary.

## 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 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Manor RV Park, LLC v. City of Manor, ET AL; and Section 551.074 Personnel Matters – Interview Candidates for appointments to the Planning and Zoning Commission for Place No's. 2 and 5* at 7:49 p.m. on Wednesday, July 7, 2021.

The Executive Session was adjourned at 10:00 p.m. on Wednesday, July 7, 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 10:00 p.m. on Wednesday, July 7, 2021.

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

– *Section 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Manor RV Park, LLC v. City of Manor, ET AL*

**MOTION:** Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Deja Hill, to authorize legal counsel to finalize the terms of memorandum settlement agreement as discussed in executive session and authorize the Mayor or City Manager to execute the agreement.

There was no further discussion.

**Motion to approve carried 7-0**

*– Section 551.074 Personnel Matters – Interview Candidates for appointments to the Planning and Zoning Commission for Place No's. 2 and 5*

**MOTION:** Upon a motion made by Council Member Kruppa and seconded by Council Member Deja Hill, to appoint Tasha Green to Place No. 2 to fill an unexpired term with an expiration date of 2022 and Grant E. Loveless to Place No. 5 with a term expiration date of 2023.

There was no further discussion.

**Motion to approve carried 6-0 (Council Member Wallace abstained)**

**REGULAR AGENDA**

**2. Consideration, discussion, and possible action on the Development Agreement (EntradaGlen).**

The City staff recommended that the City Council approve the Development Agreement (EntradaGlen).

Assistant City Attorney Rivera discussed the proposed Development Agreement for EntradaGlen.

Danny Burnett with Dwyer Realty Companies, 9900 Highway 290 E., Manor, Texas, submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by City Council.

The discussion was held regarding Hill Lane; Mixed Use Land Development; Industrial areas and Parkland.

The discussion was held regarding concerns on floodplains.

The discussion was held regarding funding and the time frame for construction.

The discussion was held regarding the proposed trail.

**MOTION:** Upon a motion made by Council Member Deja Hill and seconded by Council Member Kruppa, to approve the Development Agreement (EntradaGlen).

There was no further discussion.

**Motion to approve carried 7-0**

**3. Consideration, discussion, and possible action on the Third Amendment to Development Agreement for the ShadowGlen Subdivision.**

The City staff recommended that the City Council approve the Third Amendment to Development Agreement for the ShadowGlen Subdivision.

Development Services Director Dunlop discussed the proposed Third Amendment to Development Agreement for ShadowGlen Subdivision.

Danny Burnett with Dwyer Realty Companies, 9900 Highway 290 E., Manor, Texas, submitted a card in support of this item; however, he did not wish to speak but was available to address any questions posed by City Council.

Assistant City Attorney Rivera clarified that the agreement had a provision regarding the Developer's responsibility to construct Hill Lane regardless of any outcome.

**MOTION:** Upon a motion made by Council Member Kruppa and seconded by Council Member Wallace, to approve the Third Amendment to Development Agreement for the ShadowGlen Subdivision.

There was no further discussion.

**Motion to approve carried 7-0**

**4. Consideration, discussion, and possible action on the First Amendment to the Development Agreement for the Design and Construction of Water and Wastewater Line Improvements.**

The City staff recommended that the City Council approve the First Amendment to the Development Agreement for the Design and Construction of Water and Wastewater Line Improvements.

City Manager Bolt discussed the proposed amendment agreement.

**MOTION:** Upon a motion made by Council Member Kruppa and seconded by Council Member Wallace, to approve the First Amendment to the Development Agreement for the Design and Construction of Water and Wastewater Line Improvements.

There was no further discussion.

**Motion to approve carried 7-0**

**5. Consideration, discussion, and possible action on an ordinance amending Article 1.06 Officers, Employees and Departments to add Division 4. City Attorney to include specific powers and duties for the City Attorney.**

The City staff recommended that the City Council approve Ordinance No. 614 amending Article 1.06 Officers, Employees and Departments to add Division 4. City Attorney to include specific powers and duties for the City Attorney.

Assistant City Attorney Rivera discussed the proposed ordinance.

Ordinance No. 614: An Ordinance of The City of Manor, Texas, Amending Article 1.06 Officers, Employees and Departments to Add Division 4. City Attorney; to Include Specific Powers and Duties for the City Attorney; Providing a Savings Clause; Providing for Repeal of Ordinances in Conflict; Providing for Open Meetings Clause; Providing an Effective Date; and Providing for Certain Related Matters.

**MOTION:** Upon a motion made by Council Member Deja Hill and seconded by Council Member Kruppa, to approve Ordinance No. 614 amending Article 1.06 Officers, Employees and Departments to add Division 4. City Attorney to include specific powers and duties for the City Attorney.

There was no further discussion.

**Motion to approve carried 7-0**

**6. Consideration, discussion, and possible action on a Resolution in support of the coalition of Mayors Against Illegal Guns.**

The City staff recommended that the City Council approve Resolution No. 2021-15 in support of the coalition of Mayors Against Illegal Guns.

Mayor Wallace discussed the proposed Resolution.

The discussion was held regarding any financial obligation from the city.

Resolution No. 2021-15: A Resolution of the City Council of the City of Manor Texas in Support of the Coalition of Mayors Against Illegal Guns.

**MOTION:** Upon a motion made by Council Member Deja Hill and seconded by Council Member Wallace, to approve Resolution No. 2021-15 in support of the coalition of Mayors Against Illegal Guns.

There was no further discussion.

**Motion to approve carried 7-0**

7. **Second and Final Reading: Consideration, discussion, and possible action on an ordinance amending the following provisions of Manor Code of Ordinances Chapter 14 Zoning: Definitions; Residential Land Uses, and Land Use Conditions; Modifying General Development Regulations for Single-Family District; Amending Non-Residential and Mixed-Use District Land Uses; Amending Non-Residential and Mixed-Use Districts Conditions; Amending Non-Residential and Mixed-Use Districts Land Use Conditions; Amending Accessory Structures; Amending Development Standards for Outdoor Storage and Display; Amending Single-Family Attached Architectural Standards; and Amending Planned Unit Development Procedures, and other related matters.**

The City staff recommended that the City Council approve the second and final reading of Ordinance No. 615 amending the following provisions of Manor Code of Ordinances Chapter 14 Zoning: Definitions; Residential Land Uses, and Land Use Conditions; Modifying General Development Regulations for Single-Family District; Amending Non-Residential and Mixed-Use District Land Uses; Amending Non-Residential and Mixed-Use Districts Conditions; Amending Non-Residential and Mixed-Use Districts Land Use Conditions; Amending Accessory Structures; Amending Development Standards for Outdoor Storage and Display; Amending Single-Family Attached Architectural Standards; and Amending Planned Unit Development Procedures, and other related matters.

Development Services Director Dunlop discussed the proposed zoning ordinance.

Ordinance No. 615: 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 Single Family Standard District; Amending Non-Residential and Mixed-Use District Land Uses; Amending Non-Residential and Mixed-Use Districts Conditions; Amending Non-Residential and Mixed-Use Land Use Conditions; Amending Accessory Structures; Amending Development Standards for Outdoor Storage And Display; Amending Single Family Attached Architectural Standards; and 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 Kruppa and seconded by Council Member Deja Hill, to approve the second and final reading of Ordinance No. 615 amending the following provisions of Manor Code of Ordinances Chapter 14 Zoning: Definitions; Residential Land Uses, and Land Use Conditions; Modifying General Development Regulations for Single-Family District; Amending Non-Residential and Mixed-Use District Land Uses; Amending Non-Residential and Mixed-Use Districts Conditions; Amending Non-Residential and Mixed-Use Districts Land Use Conditions; Amending Accessory Structures; Amending Development Standards for Outdoor Storage and Display; Amending Single-Family Attached Architectural Standards; and Amending Planned Unit Development Procedures, and other related matters.

There was no further discussion.

**Motion to approve carried 7-0**

**8. Consideration, discussion, and possible action on the appointment of three (3) HealthCare Committee Council Members; and Chairperson to serve a one-year term.**

Mayor Wallace opened the floor for nominations.

Mayor Pro Tem Harvey nominated Council Member Weir, Council Member Wallace, and Council Member Deja Hill; and nominated Council Member Weir as Chair.

**MOTION:** Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Emily Hill to appoint Council Member Weir, Council Member Wallace, and Council Member Deja Hill to the HealthCare Committee; and appoint Council Member Weir as Chairperson to serve a one-year term.

There was no further discussion.

**Motion to approve carried 7-0**

**9. Consideration, discussion, and possible action on the appointment of three (3) Economic Development Committee Council Members; and Chairperson to serve a one-year term.**

Mayor Wallace opened the floor for nominations.

Mayor Pro Tem Harvey nominated himself, Mayor Wallace, and Council Member Weir; and nominated himself as Chair.

**MOTION:** Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Deja Hill to appoint Mayor Wallace, Council Member Anne Weir, and Mayor Pro Tem Harvey to the Economic Development Committee; and appoint Mayor Pro Tem Harvey as Chairperson to serve a one-year term.

There was no further discussion.

**Motion to approve carried 7-0**

Mayor Wallace adjourned the regular session of the Manor City Council into Executive Session at 10:32 p.m. on Wednesday, July 7, 2021, in accordance with the requirements of the Open Meetings Law.



## 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) Texas Government Code, to deliberate the employment of the City Manager* at 10:32 p.m. on Wednesday, July 7, 2021.

The Executive Session was adjourned at 12:15 p.m. on Wednesday, July 7, 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 12:15 p.m. on Wednesday, July 7, 2021.

Mayor Wallace 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 12:15 p.m. on Wednesday, July 7, 2021.

These minutes approved by the Manor City Council on the 21<sup>st</sup> day of July 2021.

## APPROVED:

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Dr. Larry Wallace Jr.  
Mayor

## ATTEST:

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Lluvia T. Almaraz, TRMC  
City Secretary