



**CITY COUNCIL
REGULAR SESSION MINUTES
JANUARY 20, 2021
Via Telephone/Video Conference
(Zoom Meeting)**

The meeting was live streamed on 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 20th, 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 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 (joined zoom meeting at 7:14 p.m.)

CITY STAFF:

Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Lydia Collins, Director of Finance
Debbie Charbonneau, Heritage and Tourism Manager
Scott Dunlop, Assistant Development Services Director
Heath Ferguson, IT Manager
Frank T. Phelan, P.E., City Engineer

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 20, 2021.

PLEDGE OF ALLEGIANCE

At the direction of Mayor Wallace, Chief Phipps led the Pledge of Allegiance.

PUBLIC COMMENTS

There were no public comments received prior to the meeting.

PROCLAMATIONS

A Declaring Monday, January 18, 2021, as “*Martin Luther King, Jr. Day*”

Mayor Wallace read a proclamation declaring Monday, January 18, 2021, as “*Martin Luther King, Jr. Day*”

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

Mayor Wallace read a proclamation declaring the Month of February, as “Black History Month”

REPORTS

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

A. Public Safety Committee

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

B. Emergency Management Committee

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

C. Education Committee

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

The discussion was held regarding a Veteran’s Day Holiday request for Manor ISD from Council Member Kruppa.

D. Economic Development Committee

Mayor Wallace gave an update on the Economic Development Committee.

Mayor Pro Tem Harvey gave an update on the last Economic Development Committee Meeting.

E. Tower Repainting

At the direction of Mayor Wallace, Director of Finance Collins gave an update on the Tower Repainting.

The discussion was held regarding the cost and maintenance of the tower.

F. CivStart

At the direction of Mayor Wallace, Heritage & Tourism Manager Charbonneau gave an update on CivStart.

G. Peace Challenge

Mayor Wallace discussed the Peace Challenge Program.

PUBLIC HEARINGS

- 1. Conduct a public hearing regarding a Concept Plan for the Manor-OZ Subdivision being 10.88 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.**

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

Mayor Wallace opened the public hearing.

Assistant Development Services Director Dunlop discussed the proposed Concept Plan for the Manor-OZ Subdivision.

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

There was no further discussion.

Motion to close carried 7-0

- 2. Conduct a public hearing regarding a Concept Plan for the Manor Downs Multi-Family Subdivision and being 24.81 acres, more or less, and being located at 9910 Hill Lane, Manor, TX.**

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

Mayor Wallace opened the public hearing.

Assistant Development Services Director Dunlop discussed the proposed Concept Plan for the Manor Downs Multi-Family Subdivision.

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

There was no further discussion.

Motion to close carried 7-0

Mayor Wallace included Regular Item No. 6 and No. 7 to the Consent Agenda.

Council Member Kruppa stated he had questions for Item No. 6 and No. 7.

Council Member Deja Hill requested for Item No. 6 and No. 7 be removed from Consent for further discussion.

CONSENT AGENDA

3. **Consideration, discussion, and possible action to approve the City Council Minutes.**
 - **January 6, 2021, City Council Regular Meeting; and**
 - **January 9, 2021, City Council Workshop**

4. **Consideration, discussion, and possible action on the acceptance of the December 2020 Departmental Reports.**
 - **Police – Ryan Phipps, Chief of Police**
 - **Development Services – Scott Dunlop, Asst. Dev. Services Director**
 - **Community Development – Debbie Charbonneau, Heritage and Tourism Manager**
 - **Municipal Court – Sarah Friberg, Court Clerk**
 - **Public Works – Michael Tuley, Director of Public Works**
 - **Finance – Lydia Collins, Director of Finance**

5. **Consideration, discussion, and possible action to approve the Purchase Contract with Timmermann Commercial Investments, LP for a special warranty deed, slope easement and temporary construction easement.**

Mayor Wallace inquired about the construction of the park restrooms. Director of Public Works Tuley discussed the status on the restroom at Timmermann Park only.

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

There was no further discussion.

Motion to approve carried 7-0

REGULAR AGENDA

6. **Consideration, discussion, and possible action on a Concept Plan for the Manor-OZ Subdivision being 10.88 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.**

The City staff recommended that the City Council approve a Concept Plan for the Manor-OZ Subdivision being 10.88 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.

Assistant Development Services Director Dunlop discussed the Concept Plan for the Manor-OZ Subdivision.

The discussion was held regarding the clarification for the approval of units.

The discussion was held regarding the clarification of MF-2 regulations.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Mayor Pro Tem Harvey, to approve the Concept Plan for the Manor-OZ Subdivision being 10.88 acres, more or less, and being located near the intersection of US Hwy 290 E and Gregg Manor Road, Manor, TX.

There was no further discussion.

Motion to approve carried 7-0

7. Consideration, discussion, and possible action on a Concept Plan for the Manor Downs Multi-Family Subdivision and being 24.81 acres, more or less, and being located at 9910 Hill Lane, Manor, TX

The City staff recommended that the City Council approve a Concept Plan for the Manor Downs Multi-Family Subdivision and being 24.81 acres, more or less, and being located at 9910 Hill Lane, Manor, TX.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Mayor Pro Tem Harvey, to approve a Concept Plan for the Manor Downs Multi-Family Subdivision and being 24.81 acres, more or less, and being located at 9910 Hill Lane, Manor, TX.

There was no further discussion.

Motion to approve carried 7-0

8. Consideration, discussion, and possible action on a Rate and Fee Adjustment Letter Agreement with Waste Connections Lonestar, Inc.

The City staff recommended that the City Council approve the Rate and Fee Adjustment Letter with Waste Connections Lonestar, Inc., and direct the Mayor to execute the letter.

The discussion was held regarding the clarification of the rate fee increase.

MOTION: Upon a motion made by Council Member Kruppa and seconded by Council Member Wallace, to approve the Rate and Fee Adjustment Letter with Waste Connections Lonestar, Inc., and direct the Mayor to execute the letter.

There was no further discussion.

Motion to approve carried 7-0

9. Consideration, discussion, and possible action on an ordinance amending Manor Code of Ordinances Chapter 15 Site Development by providing for the amendment of off-street parking requirements, landscaping and screening definitions, fence and wall standards, sign definitions, prohibited signs, illuminated signs, and outdoor lighting requirements.

The City staff recommended that the City Council approve Ordinance No. 601 amending Manor Code of Ordinances Chapter 15 Site Development by providing for the amendment of off-street parking requirements, landscaping and screening definitions, fence and wall standards, sign definitions, prohibited signs, illuminated signs, and outdoor lighting requirements.

Assistant Development Services Director Dunlop discussed the proposed ordinance with new modifications.

Ordinance No. 601: An Ordinance Of The City Of Manor, Texas, Amending Manor Code Of Ordinances Chapter 15 Site Development By Providing For The Amendment Of Off-Street Parking Requirements; Landscaping And Screening Definitions; Fence And Wall Standards; Sign Definitions; Prohibited Signs; On-Site Signs; Illuminated Signs; Outdoor Lighting Requirements; Providing Severability, Savings Clause, 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 Weir, to approve Ordinance No. 601 with the modifications presented.

There was no further discussion.

Motion to approve carried 7-0

ADJOURNMENT

The Regular Session of the Manor City Council Adjourned at 8:23 p.m. on Wednesday, January 20, 2021.

These minutes approved by the Manor City Council on the 3rd day of February 2021.

APPROVED:

Dr. Larry Wallace Jr.
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary