



**CITY COUNCIL  
REGULAR SESSION MINUTES  
MAY 19, 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, May 19<sup>th</sup>, 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](http://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](mailto: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

**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  
Tracey Vasquez, HR Manager  
Debbie Charbonneau, Heritage and Tourism Manager  
Michael Pachnick, IT Technician  
Michael Tuley, Director of Public Works  
Veronica Rivera, Legal Counsel  
Gregory Miller, Bond 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 at 7:04 p.m. on Wednesday, May 19, 2021.

**PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENTS**

There were no public comments received prior to the meeting.

## PUBLIC HEARINGS

1. **Public Hearing:** Conduct a public hearing on an ordinance rezoning 43.92 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 9900 block of Hill Lane, Manor, TX from Single Family (SF-1) to Light Industrial (IN-1).  
*Applicant: GarzaEMC Owner: Butler Family Partnership, Ltd.*

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 ordinance rezoning 43.92 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 9900 block of Hill Lane, Manor, TX from Single Family (SF-1) to Light Industrial (IN-1).

Darren Huckert with GarzaEMC, LLC, 9442 N. Capital of Texas Hwy., Plaza I, Ste. 340, Austin, Texas, submitted a speaker card; however, he did not wish to speak but was available to answer any questions posed by the City Council.

The discussion was held regarding the clarification of IN-1 Land Uses.

**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**

## CONSENT AGENDA

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

- May 5, 2021, City Council Regular Meeting; and
- May 5, 2021, 2020, City Council Workshop

3. **Consideration, discussion, and possible action on the acceptance of the April 2021 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
- Human Resources – Tracey Vasquez, HR Manager

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

The discussion was held regarding new drainage tools that could be effective for the Public Works Department.

At the direction of Mayor Wallace, Heritage and Tourism Manager Charbonneau spoke on the graduation ceremony of Leadership Manor and thanked everyone that attended.

The discussion was held regarding the completion of Dairy Queen.

At the direction of Mayor Wallace, HR Manager Vasquez discussed the new City Manager's Evaluation/Appraisal Process.

Mayor Wallace discussed the evaluation/appraisal process and asked for Council's feedback.

There was no further discussion.

**Motion to approve carried 7-0**

## **REGULAR AGENDA**

- 4. First Reading: Consideration, discussion, and possible action on an ordinance rezoning 43.92 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 9900 block of Hill Lane, Manor, TX from Single Family (SF-1) to Light Industrial (IN-1). Applicant: GarzaEMC Owner: Butler Family Partnership, Ltd.**

The City staff recommended that the City Council approve the first reading of an ordinance rezoning 43.92 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 9900 block of Hill Lane, Manor, TX from Single Family (SF-1) to Light Industrial (IN-1).

Darren Huckert with GarzaEMC, LLC, 9442 N. Capital of Texas Hwy., Plaza I, Ste. 340, Austin, Texas, submitted a speaker card; however, he did not wish to speak but was available to answer any questions posed by the City Council.

The discussion was held regarding the clarification of IN-1 Land Uses.

At the direction of Mayor Pro Tem Harvey, Mr. Huckert with GarzaEMC, LLC discussed the construction project.

**MOTION:** Upon a motion made by Mayor Pro Tem Harvey and seconded by Council Member Wallace, to approve the first reading of an ordinance rezoning 43.92 acres, more or less, out of the James Manor Survey No. 40, Abstract 546, and being located in the 9900 block of Hill Lane, Manor, TX from Single Family (SF-1) to Light Industrial (IN-1).

There was no further discussion.

**Motion to approve carried 7-0**

**5. Consideration, discussion, and possible action on a Resolution of the City of Manor, Texas, Approving and Authorizing the First Amendment to the Manor Heights Public Improvement District Reimbursement Agreement (Major Improvement Area).**

The City staff recommended that the City Council approve Resolution No. 2021-13 approving and authorizing the First Amendment to the Manor Heights Public Improvement District Reimbursement Agreement (Major Improvement Area).

At the direction of City Manager Bolt, Assistant City Attorney Rivera discussed the proposed Resolution.

Gregory D. Miller with Bickerstaff Health Delgado Acosta, 3711 S. MoPac Expressway, Bldg. One, Suite 300, Austin, Texas, submitted a speaker card; however, he did not wish to speak but was available to answer any questions posed by City Council.

Talley Williams with Metcalfe Wolff Stuart & Williams, LLC, 221 W. 6<sup>th</sup> Street, Suite 1300., Austin, Texas, submitted a speaker card in support of this item; however, she did not wish to speak but was available to answer any questions posed by City Council.

Resolution No. 2021-13: A Resolution of the City of Manor, Texas Approving and Authorizing the First Amendment to the Manor Heights Public Improvement District Reimbursement Agreement (Major Improvement Area).

**MOTION:** Upon a motion made by Council Member Kruppa and seconded by Council Member Weir, to approve Resolution No. 2021-13 Approving and Authorizing the First Amendment to the Manor Heights Public Improvement District Reimbursement Agreement (Major Improvement Area).

There was no further discussion.

**Motion to approve carried 7-0**

**6. Consideration, discussion, and possible action on a Resolution Expressing Intent to Finance Expenditures to be Incurred by the City of Manor, Texas.**

The City staff recommended that the City Council approve Resolution No. 2021-14 approving and authorize the Resolution Expressing Intent to Finance Expenditures to be incurred by the City of Manor, Texas.

At the direction of City Manager Bolt, Assistant City Attorney Rivera discussed the proposed Resolution.

Gregory D. Miller with Bickerstaff Health Delgado Acosta, 3711 S. MoPac Expressway, Bldg. One, Suite 300, Austin, Texas, submitted a speaker card; however, he did not wish to speak but was available to answer any questions posed by City Council.

Talley Williams with Metcalfe Wolff Stuart & Williams, LLC, 221 W. 6<sup>th</sup> Street, Suite 1300., Austin, Texas, submitted a speaker card in support of this item; however, she did not wish to speak but was available to answer any questions posed by City Council.

Resolution No. 2021-14: Resolution Expressing Intent to Finance Expenditures to be Incurred by the City of Manor, Texas.

**MOTION:** Upon a motion made by Council Member Kruppa and seconded by Council Member Wallace, to approve Resolution No. 2021-14 approving and authorize the Resolution Expressing Intent to Finance Expenditures to be Incurred by the City of Manor, Texas.

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 7:40 p.m. on Wednesday, May 19, 2021, in accordance with the requirements of the Open Meetings Law.

City Attorney Saenz joined the executive session via zoom along with City Manager Bolt.

**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 7:40 p.m. on Wednesday, May 19, 2021.

The Executive Session was adjourned at 8:11 p.m. on Wednesday, May 19, 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 8:10 p.m. on Wednesday, May 19, 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 8:11 p.m. on Wednesday, May 19, 2021.

These minutes approved by the Manor City Council on the 2<sup>nd</sup> day of June 2021.

## **APPROVED:**

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Dr. Larry Wallace Jr.  
Mayor

## **ATTEST:**

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Lluvia T. Almaraz, TRMC  
City Secretary