



MANOR CITY COUNCIL  
REGULAR MEETING  
MINUTES  
105 E. EGGLESTON STREET  
MANOR, TEXAS 78653  
JUNE 17, 2015 · 7:00 P.M.

**COUNCIL MEMBERS**

**PRESENT:**

- Mayor, Rita Jonse
- Place 1, Gene Kruppa
- Place 2, Gil Burrell
- Place 3, Sherri Hooker
- Place 4, Sharon Snowden
- Place 5, Rebecca Davies
- Place 6, Jeff Turner

**ABSENT:**

**CITY STAFF PRESENT:**

- Tom Bolt, City Manager
- Frances Aguilar, City Secretary
- Lydia Collins, Finance Director
- Lt. Ryan Phipps
- Mike Tuley, Public Works Director
- Sarah Friberg, Court Clerk
- Scott Dunlop, City Planner
- Jesse Parker, IT Manager

**CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

Mayor Jonse announced that a quorum was present and the meeting was called to order at 7:00 P.M.

**PLEDGE OF ALLEGIANCE**

Lieutenant Ryan Phipps led the Pledge of Allegiance.

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

1. Consider approval of the minutes for the June 6, 2015 City Council Regular Meeting.

Motion to approve the minutes was made by Council Member Davies. Seconded by Council Member Kruppa. Vote: 7 For – 0 Against.

**REGULAR AGENDA**

2. May, 2015 Departmental Reports

All departmental reports were presented as follows:

- Development Services – Thomas Bolt
- Police – Lt. Ryan Phipps
- Municipal Court – Sarah Friberg
- Public Works – Mike Tuley

3. May, 2015 Financial Report – Lydia Collins

**Motion to accept the departmental reports was made by Council Member Hooker. Seconded by Council Member Snowden. Vote: 7 For – 0 Against.**

4. Consideration, discussion, and possible action to elect a member of the City Council to serve a one-year term as the Mayor Pro-Tem.

**Motion to elect Council Member Gil Burrell as Mayor Pro-Tem was made by Council Member Hooker. Seconded by Council Member Snowden. Vote: 7 For – 0 Against.**

5. Discussion on the library.

**City Manager Tom Bolt addressed Council and stated that Council Member Davies was approached by a volunteer at the library. The library is in a county owned facility and is operated by volunteers. It currently has 2,300 members. The volunteers would like the City of Manor to oversee the operations and the staffing of the library. Mr. Bolt explained that the expense to operate the library is unknown and there is no budget.**

6. Discussion to amend the Fee Ordinance for schools.

**Mr. Bolt stated that Manor ISD requested a reduction in the building permit fees. Manor ISD also asked if we would consider amending our building permit fees to accommodate schools. Manor ISD provided a list of fees for the surrounding cities.**

7. Consideration, discussion, and possible action of a Ribbon Cutting/Opening Ceremony for the new Jennie Lane Park Playscape.

**Motion to organize a ribbon cutting ceremony for Jennie Lane Park was made by Council Member Burrell. Seconded by Council Member Kruppa. Vote: 7 For – 0 Against.**

#### EXECUTIVE SESSION

**The City Council convened into Executive Session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in at 7:53 P.M.:**

*Section 551.074 Personnel Matter* – Interview candidates for appointment to fill one vacancy on the City of Manor Planning and Zoning Commission.

#### OPEN SESSION

**The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and to take action on item(s) discussed during Closed Executive Session at 8:33 P.M.:**

8. The appointment of a Commissioner to serve on the City of Manor Planning and Zoning Commission.

Motion to appoint Todd Shaner to the City of Manor Planning and Zoning Commission was made by Council Member Burrell. Seconded by Council Member Kruppa. Vote: 7 For – 0 Against.

9. City Manager Report – Update on the following:

- Playscape – The playscape is now completed and a ribbon cutting will be scheduled
- Police Building – Completion of the building has been delayed by the weather. City Manager Tom Bolt met with the site contractor in regards to the parking lot and other site work to be completed. The Garden Club will be contributing to the landscaping.
- Public Works Building – The gravel parking lot and a driveway has been completed. Building is being repaired with current budget.
- Annual Budget – Staff will start preparing for the FY 2016 Budget.
- Grant Writing Course – Scott will be taking an online course.

ADJOURNMENT

Motion to Adjourn made by Council Member Hooker. Seconded by Council Member Kruppa. Vote 7 For – 0 Against. Meeting was adjourned at 8:44 P.M.

APPROVED:



Rita G. Jonse, Mayor

ATTEST:



Frances M. Aguilar, City Secretary