



**CITY COUNCIL
CALLED SPECIAL SESSION MINUTES
MAY 4, 2020**

PRESENT:

Dr. Larry Wallace Jr., Mayor

COUNCIL MEMBERS:

Emily Hill, Place 1
Maria Amezcua, Place 2
Dr. Christopher Harvey, Place 3
Danny Scarbrough, Place 4
Deja Hill, Mayor Pro Tem, Place 5
Valerie Dye, Place 6 (Absent)

CITY STAFF:

Thomas Bolt, City Manager
Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Lydia Collins, Director of Finance

SPECIAL SESSION – 1:00 P.M.

With a quorum of the Council Members present, the special session of the Manor City Council was called to order by Mayor Dr. Larry Wallace Jr. at 1:00 p.m. on Monday, May 4, 2020, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

Mayor Dr. Wallace Jr. led the Pledge of Allegiance.

PUBLIC COMMENTS

No one appeared to speak at this time.

CONSENT AGENDA

- 1. Consideration, discussion, and possible action to approve the City Council Minutes of the April 23, 2020, Called Special Session.**

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

Mayor Wallace Jr. open the floor for any questions to the motion.

There was no discussion.

Motion to approve carried 6-0

REGULAR AGENDA

- 2. Consideration, discussion, and possible action to recognize Manor's Response to COVID-19.**

The City staff recommended that the City Council recognize Manor's Response to COVID-19.

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Emily Hill, to recognize Manor's Response to COVID-19.

Mayor Wallace Jr. open the floor for any questions to the motion.

The discussion was held regarding local testing within the City of Manor.

There was no further discussion.

Motion to approve carried 6-0

- 3. Consideration, discussion, and possible action on an ordinance amending the Code of Ordinances to create the Emergency Management Committee.**

The City staff's recommendation was that the City Council approve Ordinance No. 574 amending the Code of Ordinances to create the Emergency Management Committee.

City Manager Bolt discussed the Emergency Management Committee for the City of Manor. He stated the committee shall be composed of five members, the City Manager, Chief of Police and two (2) City Council Members.

Council Member Scarbrough volunteered to be part of the Committee.

MOTION: Upon a motion made by Mayor Pro Tem Deja Hill and seconded by Council Member Scarbrough, to approve Ordinance No. 574 amending the Code of Ordinances to create the Emergency Management Committee.

Mayor Wallace Jr., suspended the motion to include two (2) Council Members for the Committee.

Mayor Wallace Jr., opened the floor for additional volunteers.

Council Member Amezcua volunteered to be part of the Committee.

Mayor Wallace Jr., nominated Council Member Dr. Harvey to be part of the Committee.

Council Member Amezcua withdrew her request.

The discussion was held regarding the term limit for the Committee.

The discussion was held regarding the commitment to the Committee.

MOTION: Upon a motion made by Mayor Pro Tem Deja Hill and seconded by Council Member Amezcua, to approve Ordinance No. 574 amending the Code of Ordinances to create the Emergency Management Committee and appoint Council Member Scarbrough and Council Member Dr. Harvey to the Committee for a one-year term.

Mayor Wallace Jr. open the floor for any questions to the motion.

There was no further discussion.

Motion to approve carried 6-0

4. Consideration, discussion, and possible action on a resolution authorizing the City of Manor to submit an application for St. David's Foundation Grant Program to provide funding to the City of Manor's locally qualified volunteer programs.

The City staff's recommendation was that the City Council Resolution No. 2020-04 authorizing the City of Manor to submit an application for St. David's Foundation Grant Program to provide funding to the City of Manor's locally qualified volunteer programs.

Director of Finance Collins discussed the application for St. David's Foundation Grant Program. She stated the total grant would be for the amount of \$250,000.

The discussion was held regarding the grant application process for 501 (c)(3) organizations.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Emily Hill, to approve Resolution No. 2020-04 authorizing the City of Manor to submit an application for St. David's Foundation Grant Program to provide funding to the City of Manor's locally qualified volunteer programs.

Mayor Wallace Jr. open the floor for any questions to the motion.

The discussion was held regarding the grant process.

There was no further discussion.

Motion to approve carried 6-0

5. Consideration, discussion, and possible action on the sale of Manor's Police Department equipment to include a 2014 Chevy Tahoe to Manor ISD for filling vacancies in their police vehicle fleet.

The City staff's recommendation was that the City Council approve the sale of Manor's Police Department equipment to include a 2014 Chevy Tahoe to Manor ISD for filling vacancies in their police vehicle fleet.

Chief of Police Phipps discussed the sale of a 2014 Chevy Tahoe to Manor ISD that would include certain equipment excluding the transfer of the Police radio, in-car camera system MDC mount.

MOTION: Upon a motion made by Council Member Dr. Harvey and seconded by Council Member Emily Hill, to approve the sale of Manor's Police Department equipment to include a 2014 Chevy Tahoe to Manor ISD for filling vacancies in their police vehicle fleet.

Mayor Wallace Jr. open the floor for any questions to the motion.

The discussion was held regarding the amount of sale for the 2014 Chevy Tahoe would be \$10,000.

There was no further discussion.

Motion to approve carried 6-0

6. Consideration, discussion, and possible action on the Annual Audit of the Basic Financial Statements of the City of Manor, Texas for the year ended September 30, 2019.

The City staff's recommendation was that the City Council approve the Annual Audit of the Basic Financial Statements of the City of Manor, Texas for the year ended September 30, 2019.

Director of Finance Collins discussed the Annual Audit for the City of Manor.

MOTION: Upon a motion made by Council Member Scarbrough and seconded by Council Member Dr. Harvey, to approve the Annual Audit of the Basic Financial Statements of the City of Manor, Texas for the year ended September 30, 2019.

Mayor Wallace Jr. open the floor for any questions to the motion.

The discussion was held regarding the process of the Audit.

The discussion was held regarding the years of audit services with Atchley & Associates, LLP.

The discussion was held regarding the meaning of Special Revenue on the report.

The discussion was held regarding the limited policies and procedures for the City regarding funding.

The discussion was held regarding the opinions and findings from the Auditors.

The discussion was held regarding the process if Council did not accept the audit report.

The discussion was held regarding internal controls for city purchases.

Council Member Amezcua assured that as a Budget Committee Member she reviews all line items that are presented and compares amounts to previous audit reports.

Director of Finance Collins stated she was always available for any questions or concerns the Council may have regarding finances.

There was no further discussion.

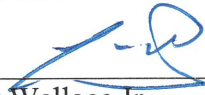
Motion to approve carried 6-0

ADJOURNMENT

The Special Session of the Manor City Council Adjourned at 1:34 p.m. on Monday, May 4, 2020.

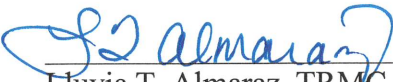
These minutes approved by the Manor City Council on the 20th day of May 2020.

APPROVED:



Dr. Larry Wallace Jr.
Mayor

ATTEST:



Lluvia T. Almaraz, TRMC
City Secretary

