Dr. Christopher Harvey, Mayor
Emily Hill, Mayor Pro Tem, Place 1
Anne Weir, Place 2
Maria Amezcua, Place 3
Sonia Wallace, Place 4
Aaron Moreno, Place 5
Deja Hill, Place 6

City Council Regular Meeting

Wednesday, August 19, 2026 at 7:00 PM

Manor City Hall, Council Chambers, 105 E. Eggleston St.

AGENDA

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

INVOCATION

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Non-Agenda Item Public Comments (white card): Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person.

Agenda Item Public Comments (yellow card): Comments will be taken from the audience on non-agenda and agenda items combined for a length of time, not to exceed five (5) minutes total per person on all items, except for Public Hearings. Comments on Public Hearing items must be made when the item comes before the Council and, not to exceed two (2) minutes per person. ***No Action or Discussion May be Taken by the City Council during Public Comments on Non-Agenda Items****.*

To address the City Council, please complete the white or yellow card and present it to the designated area prior to the meeting.

PRESENTATIONS

A. A Day in a Life as an Intern
Presented by: Tinaya Clark, Intern

B. Okra Regional Trail Amenities
Presented by: Rachel Shanks with Sotol Ventures
Submitted by: Michael Burrell, Development Services Director

PUBLIC HEARINGS

1. **Conduct a public hearing on a Specific Use Permit for 4,000 square feet of Medical Clinic space platted as Lot 11 Block A of Manor Crossing, also known as 13050 Manor Crossing Blvd, Manor, TX.**
   Applicant: The Retail Connection
   Owner: The Retail Connection
   Submitted by: Michael Burrell, Development Services Director

CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Mayor or a Council Member; in which event, the item will be removed from the consent agenda and considered separately.

2. **Consideration, discussion, and possible action regarding approval of the City Council Minutes.**
   Submitted by: Lluvia T. Almaraz, City Secretary

   - **August 5, 2026, City Council Regular Meeting**

3. **Consideration, discussion, and possible action regarding acceptance of the July 2026 City Council Monthly Reports.**
   Submitted by: Scott Moore, City Manager

4. **Consideration, discussion, and possible action regarding acceptance of the July 2026 Departmental Reports.**
   Submitted by: Scott Moore, City Manager

   - **Finance – Belen Peña, Finance Director**
   - **Police – Ryan Phipps, Chief of Police**
   - **Travis County ESD No. 12 – Chris McKenzie, Interim Fire Chief**
   - **Economic Development – Scott Jones, Economic Development Director**
   - **Development Services – Michael Burrell, Development Services Director**
   - **Municipal Court – Sofi Duran, Court Administrator**
   - **Public Works – Matt Woodard, Director of Public Works**
   - **Human Resources – Tonya Burgess, HR Director**
   - **IT – Michael Pachnick, IT Specialist**
   - **Administration – Lluvia T. Almaraz, City Secretary**
   - **Administration – Ashlynn Taylor, Marketing & Communications Coordinator**

5. **Consideration, discussion, and possible action on a License and Maintenance Agreement between the City of Manor and the Housing Authority of Travis County for the installation of landscaping, irrigation, signage, and other improvements within the city's rights-of-way.**
   Submitted by: Michael Burrell, Development Services Director

6. **Consideration, discussion, and possible action on a 1.01 acre Wastewater Easement out of the G.B. Gates Survey No. 63, Abstract No. 315, and being a portion of Lot 1, Block A of that certain proposed plat to be known as Schmidt Loop Addition.**
   Submitted by: Scott Moore, City Manager

7. **Consideration, discussion, and possible action on a 0.2144 acre Wastewater Easement out of the Greenbury Gates Survey No. 63, Abstract No. 315, and being a portion of Lot 18, Block A, Kimbro Creek Estates section 2, a subdivision of record in document No. 200200073, of the official public record of Travis County, Texas.**
   Submitted by: Scott Moore, City Manager

8. **Consideration, discussion, and possible action regarding an Improvement Agreement between Anderson Machinery Company and the City of Manor, Texas.**
   Submitted by: Scott Moore, City Manager

REGULAR AGENDA

9. **Consideration, discussion, and possible action on an Ordinance establishing regulations and penalties for blocking or obstructing a public right-of-way.**
   Submitted by: Ryan Phipps, Chief of Police

10. **Consideration, discussion, and possible action to award a Construction Contract for the Manor Commercial Park Wastewater Collection System Improvements Phase 2 Improvements to A.O. Services.**
    Submitted by: Matt Woodard, Public Works Director

11. **Consideration, discussion, and possible action on a Specific Use Permit for 4,000 square feet of Medical Clinic space platted as Lot 11 Block A of Manor Crossing, also known as 13050 Manor Crossing Blvd., Manor, TX.**
    Applicant: The Retail Connection
    Owner: The Retail Connection
    Submitted by: Michael Burrell, Development Services Director

12. **Consideration, discussion, and possible action on a Resolution establishing the City of Manor Community Event Partnership Program; Adopting a Policy and Application for City Financial Sponsorship, Fee Waivers, In-Kind Services, and Other Support for Eligible Community Events; Approving a Form Community Event Partnership Agreement; and Authorizing Implementation of the Program.**
    Submitted by: Stephanie Cho- Parkinson, Community Engagement Coordinator

13. **Consideration, discussion, and possible action on an Ordinance Amending Chapter 15, Site Development, of the Code of Ordinances of the City of Manor, Texas, establishing a Uniform Variance Process for Chapter 15; and Repealing Certain Existing Article-Specific Variance Procedures.**
    Submitted by: Michael Burrell, Development Services Director

14. **Consideration, discussion, and possible action on an Ordinance Amending Chapter 10, Subdivision Regulation, of the Code of Ordinances of the City of Manor, Texas by Providing for the Amendment of General Procedures; Notification and Public Hearing Requirements; and the Impact Fee Advisory Committee.**
Submitted by: Michael Burrell, Development Services Director

15. **Consideration, discussion, and possible action on an Ordinance Amending Chapter 3, Article 3.04 Substandard Buildings, of the Code of Ordinances of the City of Manor, Texas Designating the City Council as the Hearing Body for Substandard Building Proceedings; Removing References to the Board of Adjustments and Appeals**.
Submitted by: Michael Burrell, Development Services Director

EXECUTIVE SESSION

The City Council will now 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 the Hibbs Lane Parcel and deliberation regarding retaining condemnation legal counsel;

- Section 551.071 Texas Government Code and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the following litigation cases:

D-1-GN-25-000719, Robert Edward Battaile vs. Texas Elections Division Hon. Jane Nelson Texas Secretary of State (Robert Edward Battaile, Bobby Reese, and Austin Bocce League v. City of Manor, Et Al.), in the 459th District Court of Travis County, Texas; and

D-1-GN-26-004044, Amigos Vending LLC vs. City of Manor, Texas, In the 419th Judicial District of Travis County, Texas;

- Sections 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the use of certificates of obligation for City infrastructure and facilities;

- Sections 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Manor Downs; and

- Sections 551.071, 551.072 and 551.087 Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel and deliberation of economic development negotiations

OPEN SESSION

The City Council will now reconvene into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and take action, if any, on item(s) discussed during Closed Executive Session.

ADJOURNMENT

In addition to any executive session already listed above, the City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

CONFLICT OF INTEREST

In accordance with Section 12.04 (Conflict of Interest) of the City Charter, "No elected or appointed officer or employee of the city shall participate in the deliberation or decision on any issue, subject or matter before the council or any board or commission, if the officer or employee has a personal financial or property interest, direct or indirect, in the issue, subject or matter that is different from that of the public at large. An interest arising from job duties, compensation or benefits payable by the city shall not constitute a personal financial interest."

Further, in accordance with Chapter 171, Texas Local Government Code (Chapter 171), no City Council member and no City officer may vote or participate in discussion of a matter involving a business entity or real property in which the City Council member or City officer has a substantial interest (as defined by Chapter 171) and action on the matter will have a special economic effect on the business entity or real property that is distinguishable from the effect on the general public. An affidavit disclosing the conflict of interest must be filled out and filed with the City Secretary before the matter is discussed.

POSTING CERTIFICATION

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Thursday, August 13, 2026, by 5:00 PM and remained so posted continuously for at least 3 business days preceding the scheduled time of said meeting.

/s/ Lluvia T. Almaraz, TRMC
City Secretary for the City of Manor, Texas

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 10 days prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail citysecretary@manortx.gov