CITY COUNCIL
REGULAR SESSION MINUTES
AUGUST 19, 2026

This meeting was live-streamed on Manor's Webpage.
You can access the meeting at https://www.manortx.gov/171/Public-Meetings-Livestreams

PRESENT:

MAYOR & COUNCIL MEMBERS:

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

ABSENT:

Maria Amezcua, Place 3

CITY STAFF:

Scott Moore, City Manager
Denver Collins, Assistant Chief of Police
Ryan Phipps, Chief of Police
Michael Burrell, Development Services Director
Scott Jones, Economic Development Director
Matt Woodard, Public Works Director
Tonya Burgess, HR Director
Ashlynn Taylor, Marketing & Communications Coordinator
Stephane Cho Parkinson, Community Engagement Coordinator
Brittany Lopez, Assistant City Secretary
Bradley Barrett, Associate Attorney

REGULAR SESSION – 7:00 P.M.

With a quorum of the Council Members present, the regular session of the Manor City Council was called to order by Mayor Harvey at 7:06 p.m. on Wednesday, August 19, 2026, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

INVOCATION

Mayor Harvey delivered the invocation.

PLEDGE OF ALLEGIANCE

Mayor Harvey led the Pledge of Allegiance.

PUBLIC COMMENTS

Robert Battaile, a Manor resident, submitted a speaker card to voice his concerns and opposition to Agenda Item No's 2,3,4,5,8,10, 11,12 and 14.

Ira Freiligh, a Manor resident, submitted a speaker card to express concern about the Data Center.

No one else appeared at this time.

PRESENTATIONS

A. A Day in a Life as an Intern

Tinaya Clark, Council Intern, presented the attached PowerPoint outlining "*A Day in a Life as an Intern"*

B. Okra Regional Trail Amenities

Rachel Shanks from Okra presented the attached PowerPoint about Okra Creek.

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

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

Mayor Harvey opened the Public Hearing.

Robert Baille, a Manor resident, submitted a speaker card expressing opposition to this item.

Development Services Director Burrell discussed the proposed Specific Use Permit.

Matt Wilson, representing The Retail Connection, submitted a speaker card in support of the item and outlined the proposed development plans for Lots 10 and 11.

Development Services Director Burrell confirmed that no public comments were received regarding the item.

Economic Development Director Jones provided an overview of projected retail sales, sales tax revenue, and Ad Valorem tax impacts.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Moreno to close the public hearing.

There was no further discussion.

Motion to close carried 6-0

At the direction of Mayor Harvey, Item No. 4 was removed from the Consent Agenda and discussed separately.

CONSENT AGENDA

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

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

3. **Consideration, discussion, and possible action regarding acceptance of the July 2026 City Council Monthly Reports.**

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.**

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.**

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.**

8. **Consideration, discussion, and possible action regarding an Improvement Agreement between Anderson Machinery Company and the City of Manor, Texas.**

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir to approve the consent agenda items No's 2-3 and 5-8.

There was no further discussion.

Motion to approve carried 6-0

REGULAR AGENDA

4. Consideration, discussion, and possible action regarding acceptance of the July 2026 Departmental Reports.

- **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**

Councilmember Moreno raised questions regarding recent water leaks within the city.

Public Works Director Woodard described the ongoing efforts to resolve the leaks. The City Council then commended the Public Works Department for its dedication.

MOTION: Upon a motion made by Council Member Wallace and seconded by Mayor Pro Tem Hill to approve Agenda Item No. 4.

There was no further discussion.

Motion to approve carried 6-0

9. Consideration, discussion, and possible action on an Ordinance establishing regulations and penalties for blocking or obstructing a public right-of-way.

City staff recommended that the City Council approve Ordinance No. 828 Amending the Code of Ordinances by Adding Article 8.10 to Chapter 8 Offenses and Nuisances, Prohibiting Certain Actions in a Right-of-Way.

Chief of Police Phipps discussed the proposed ordinance.

Ordinance No. 828: An Ordinance of The City of Manor, Texas Amending the Code of Ordinances by Adding Article 8.10 to Chapter 8 Offenses and Nuisances, Prohibiting Certain Actions in a Right-of-Way; Providing Definitions; Providing a Penalty for Violations of This Ordinance; Providing a Severability Clause; Providing Savings, Effective Date and Open Meetings Clauses; and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Wallace and seconded by Mayor Pro Tem Hill to approve Ordinance No. 828 Amending the Code of Ordinances by Adding Article 8.10 to Chapter 8 Offenses and Nuisances, Prohibiting Certain Actions in a Right-of-Way.

There was no further discussion.

Motion to approve carried 6-0

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.

City staff recommended that the City Council approve and award the Construction Contract for the Manor Commercial Park Wastewater Collection System Improvements Phase 2 Improvements to A.O. Services for the base bid amount of $784,695.16.

Public Works Director Woodard discussed the proposed construction contract for Manor Commercial Park Wastewater Collection System Improvements Phase 2.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Weir to approve and award the Construction Contract for the Manor Commercial Park Wastewater Collection System Improvements Phase 2 Improvements to A.O. Services for the base bid amount of $784,695.16.

There was no further discussion.

Motion to approve carried 6-0

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

City staff recommended that the City Council approve 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.

Development Services Director Burrell discussed the proposed Specific Use Permit.

Matt Wilson, representing The Retail Connection, discussed the project plans, and Matt Curtis, representing Ascension Seton, addressed council questions, clarifying that the facility will not operate as a 24-hour urgent care center.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Hill to approve 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, with the condition that it remains specific to the current tenant, Ascension, and that any future change in tenancy will require a new application.

There was no further discussion.

Motion to approve carried 4-2 (Council Member Weir and Mayor Pro Tem Hill voted against)

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.

City staff recommended that the City Council approve 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.

Community Engagement Coordinator Cho-Parkinson outlined the program's application process, and City Attorney Barrett reviewed the eligibility and ineligibility requirements. Barrett also clarified that in-kind services under $5,000 may be approved by the City Manager, while amounts exceeding $5,000 require Council approval. The Council approved the item with modifications to page 11 requiring additional verification of applicants' Certificate of Insurance and non-profit status.

Resolution No. 2026-18: A Resolution of the City of Manor, Texas, Establishing a 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; Authorizing Implementation of the Program; and Providing an Effective Date.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to approve Resolution No. 2026-18 Establishing a 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; Authorizing Implementation of the Program with the revision of the agreement form so that City staff can verify and attest to insurance coverage before the event and the addition to add that staff can document compliance with the requirements of the Program before the event takes place.

There was no further discussion.

Motion to approve carried 6-0

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.

City staff recommended that the City Council select an option for establishing procedures for variance requests.

Development Services Director Burrell presented the proposed options for the variance process.

Ordinance No. 829: An Ordinance of the City of Manor, Texas Amending Chapter 15, Site Development, of The Code of Ordinances of the City of Manor, Texas, Establishing a Uniform Variance Process For Chapter 15; Repealing Certain Existing Article-Specific Variance Procedures; Providing A Severability Clause, Providing Savings, Effective Date And Open Meetings Clauses, And Providing For Related Matters.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Moreno to approve Option 2—Ordinance No. 829 with the proposed Public Hearing redlines as presented.

There was no further discussion.

Motion to approve carried 6-0

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.

City staff recommended that the City Council approve Ordinance No. 830 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.

Development Services Director Burrell discussed the proposed ordinance.

Ordinance No. 830: An Ordinance of the City of Manor, Texas 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; the Impact Fee Advisory Committee; Providing a Severability Clause, Providing Savings, Effective Date and Open Meetings Clauses, and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir to approve Ordinance No. 830 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.

There was no further discussion.

Motion to approve carried 6-0

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.

City staff recommended that the City Council approve Ordinance No. 831 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.

Development Services Director Burrell discussed the proposed ordinance.

Ordinance No. 831: An Ordinance of The City of Manor, Texas 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; Providing a Severability Clause, Providing Savings, Effective Date and Open Meetings Clauses, and Providing for Related Matters.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Moreno to approve Ordinance No. 831 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.

There was no further discussion.

Motion to approve carried 6-0

EXECUTIVE SESSION

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 9:28 p.m. on Wednesday, August 19, 2026, in accordance with the requirements of the Open Meetings Law.

EXECUTIVE SESSION

The Manor City Council convened 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* at 9:28 p.m. on Wednesday, August 19, 2026.

The Executive Session adjourned 10:30 p.m. on Wednesday, August 19, 2026.

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 the Closed Executive Session at 10:30 p.m. on Wednesday, August 19, 2026.

MOTION: Upon a motion made by Council Member Moreno and seconded by Mayor Pro Tem Hill to approve and authorize the City Manager to retain legal counsel as discussed in executive session for the Hibbs Lane Parcel.

There was no further discussion.

Motion to approve carried 6-0

ADJOURNMENT

The Regular Session of the Manor City Council was Adjourned at 10:31 p.m. on Wednesday, August 19, 2026.

The Manor City Council approved these minutes on the 16th day of September 2026.

APPROVED:

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/s/ Dr. Christopher Harvey
Mayor

ATTEST:

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/s/ Lluvia T. Almaraz, TRMC
City Secretary