



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, November 05, 2025 at 7:00 PM

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

AGENDA

This meeting will be live-streamed on Manor's Webpage.
You can access the meeting at <https://www.manortx.gov/171/Public-Meetings-Livestreams>
or by scanning the QR Code



CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

INVOCATION

PLEDGE OF ALLEGIANCE

PROCLAMATIONS

- A. Declaring the month of November 2025 as “Native American Heritage Month”**
- B. Declaring November 3 – November 7, 2025, as “Municipal Court Week”**
- C. Declaring November 7, 2025, as “Texas Arbor Day”**

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.

PUBLIC HEARINGS

1. **Conduct a Public Hearing on the voluntary annexation of 10.01-acres, more or less, being located in Travis County, Texas, and adjacent and contiguous to the city limits, providing for an open meeting, and other related matters.**
Submitted by: Michael Burrell, Development Services Director
2. **Conduct a Public Hearing on a Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E. Parsons St., Manor, TX.**
Applicant: Cristian Garcia
Owner: Maqil Inc.
Submitted by: Michael Burrell, Development Services Director
3. **Conduct a Public Hearing on the Levying of Assessments of the Mustang Valley Public Improvement District.**
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.

4. **Consideration, discussion, and possible action to approve the City Council Minutes.**
Submitted by: Lluvia T. Almaraz, City Secretary
 - **October 15, 2025, City Council Regular Meeting**
 - **October 22, 2025, City Council Workshop**
5. **Consideration, discussion, and possible action regarding an access easement donation agreement between the City of Manor and 13400 Highway 290 AGV, LLC.**
Submitted by: Scott Moore, City Manager
6. **Consideration, discussion, and possible action regarding an access easement with 13400 Highway 290 AGV, LLC for the Presidential Glen Lift Station Project.**
Submitted by: Scott Moore, City Manager

7. **Consideration, discussion, and possible action regarding an access easement with West Elgin Development Corporation for the Presidential Glen Lift Station Project.**
Submitted by: Scott Moore, City Manager

REGULAR AGENDA

8. **Consideration, discussion, and possible action on the use of Jennie Lane Park for the Veterans Day Ceremony.**
Submitted by: Matthew Woodard, Public Works Director
9. **Consideration, discussion, and possible action on a Professional Services Agreement with GovWell Technologies Inc., for Permitting, Planning, and Code Enforcement software.**
Submitted by: Michael Burrell, Development Services Director
10. **Consideration, discussion, and possible action regarding a change order to the construction contract for the Gregg Manor Road Ground Storage Tank and Pressurization Facility Improvements project.**
Submitted by: Matthew Woodard, Public Works Director
11. **Consideration, discussion and possible action for a variance request under Manor Code of Ordinances, Chapter 8, Article 8.03 Sex Offender Residency.**
Submitted by: Ryan Phipps, Chief of Police
12. **First Reading: Consideration, discussion, and possible action on an ordinance annexing 10.01-acres, more or less, being located in Travis County, Texas, and adjacent and contiguous to the city limits, providing for an open meeting, and other related matters.**
Submitted by: Michael Burrell, Development Services Director
13. **Second and Final Reading: Consideration, discussion, and possible action regarding an ordinance for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E. Parsons St, Manor, TX from (DB) Downtown Business to (C-1) Light Commercial.**
Applicant: Cristian Garcia
Owner: Maqil Inc
Submitted by: Michael Burrell, Development Services Director
14. **Consideration, discussion, and possible action on a Specific Use Permit for one (1) lot on 0.2376 acres, more or less, and being TCAD parcel 238889 also known as 100/102 E Parsons St, Manor, TX.**
Applicant: Cristian Garcia
Owner: Maqil Inc.
Submitted by: Michael Burrell, Development Services Director

- 15. Consideration, discussion, and possible action on the reconsideration of the medical office SUP for the property located near the eastern corner of Bois D Arc and the North of US HWY 290, also referred to as 13400 E US HWY 290 Manor, TX.**

Submitted by: Michael Burrell, Development Services Director

- 16. Consideration, discussion, and possible action on a Specific Use Permit for 10,000 square feet in Medical Office space being generally located near the eastern corner of Bois D Arc and the North of US HWY 290 also referred to as 13400 E US HWY 290 Manor, TX.**

Applicant: Advantage Construction, LLC

Owner: Advantage Construction, LLC

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:

- *Sections 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Mustang Valley Public Improvement District Mustang Valley;*
- *Sections 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding EntradaGlen Public Improvement District;*
- *Sections 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Municipal Utility Districts Road Powers in the City's extraterritorial jurisdiction;*
- *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.

- 17. Consideration, discussion, and possible action on an Ordinance of the City of Manor, Texas Making a Finding of Special Benefit to the Property in the Mustang Valley Public Improvement District; Providing for the Method of Assessment of Special Assessments Against Property in the District; Approving an Assessment Roll for Improvement Area #1 of the District; Levying Special Assessments against Property within Improvement Area #1 of the District; Providing for Payment of the Special Assessments; Providing for Penalties and Interest on Delinquent Assessments; Establishing a Lien on Property within the District; Approving a Service and Assessment Plan; Providing for Related Matters in Accordance with Chapter 372, Texas Local Government Code; Providing an Effective Date; and Providing for Severability.**

Submitted by: Michael Burrell, Development Services Director

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, October 30, 2025, 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