



AGENDA ITEM SUMMARY FORM

MEETING DATE: January 21, 2026

PREPARED BY: Scott Moore, City Manager

DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a resolution approving the City of Manor's Submission Nominating Candidates for the Board of Directors of the Travis Central Appraisal District.

BACKGROUND/SUMMARY:

The Travis Central Appraisal District has recently received two resignations from our Board of Directors. Section 6.0301 of the Texas Property Tax Code provides the requirements for filling vacant positions on the TCAD Board of Directors. Each taxing entity entitled to vote on the Board of Directors may nominate by resolution two (2) individuals to fill the vacancy on the TCAD Board. The resolutions must be received within 45 days of the notice to the taxing entities of the vacancy. All nominations received timely will then be provided to the Board of Directors to fill the vacancy from the list of nominees. Both appointed positions have a term ending December 31, 2027. To be eligible to serve on the Board of Directors, an individual must be a resident of Travis County and must have resided in the district for at least two years immediately preceding the date he or she takes office. An elected official may be a member of the Board; however, an employee of a taxing entity may not be a member unless they are also an elected official.

LEGAL REVIEW: Not Applicable

FISCAL IMPACT: No

FORM 1295 FILED: No

PRESENTATION: No

ATTACHMENTS: Yes

- Resolution No. 2026-03
- TCAD Letter

STAFF RECOMMENDATION:

The City staff recommends that the City Council approve Resolution No. 2026-03 nominating _____ and _____ for the Board of Directors of the Travis Central Appraisal District and authorize the City Manager to submit a nomination ballot on behalf of the city.
