



**CITY COUNCIL
REGULAR SESSION MINUTES
NOVEMBER 5, 2025**

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

PRESENT:

Dr. Christopher Harvey, Mayor

COUNCIL MEMBERS:

Emily Hill, Mayor Pro Tem, Place 1

Anne Weir, Place 2

Maria Amezcuia, Place 3

Sonia Wallace, Place 4

Aaron Moreno, Place 5

Deja Hill, Place 6

CITY STAFF:

Scott Moore, City Manager

Lluvia T. Almaraz, City Secretary

Denver Collins, Assistant Chief of Police

Michael Burrell, Development Services Director

Scott Dunlop, Assistant Development Services Director

Scott Jones, Economic Development Director

Matthew Woodard, Public Works Director

Veronica Rivera, Assistant City 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 7:07 p.m. on Wednesday, November 5, 2025, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

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INVOCATION

Reverend Belma Lara from Manor delivered the invocation.

PLEDGE OF ALLEGIANCE

Mayor Harvey led the Pledge of Allegiance.

PROCLAMATIONS

A. Declaring the month of November 2025 as “Native American Heritage Month”

Mayor Harvey read and presented the proclamation to Councilwoman Wallace.

B. Declaring November 3 – November 7, 2025, as “Municipal Court Week”

Mayor Harvey read and presented the proclamation to Judge Caballero and Court Administer Sofi Duran.

C. Declaring November 7, 2025, as “Texas Arbor Day”

Mayor Harvey read and presented the proclamation to the Public Works Department.

The following Proclamation was not on the agenda, but Mayor Harvey included it for the record.

D. Declaring November 11, 2025, as “Veteran’s Day”

Mayor Harvey read and presented the proclamation to Mr. Anthony Dennis with the Manor Chamber of Commerce. Mr. Dennis invited the community to attend the Veteran’s Day Ceremony on Tuesday, November 11th at Jennie Lane Park.

Public Works Director Woodard introduced Stephanie Cho, Community Engagement Coordinator.

PUBLIC COMMENTS

Robert Battaile, a resident of Manor, submitted a speaker card expressing his concerns and opposition to Agenda Items 8, 13, 14, and 17.

Crista Swier submitted a speaker card expressing her concerns about water quality control and infrastructure.

Demetrius Lilly, a resident of Manor, Texas, submitted a speaker card and spoke in support of his wife, Stephanie Lilly, regarding her variance appeal request for residency.

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Diann Faxon, a resident of Manor, Texas, submitted a speaker card and spoke in support of her daughter, Stephanie Lilly, in her variance appeal request for residency.

Melissa Brooks, a resident of Austin, Texas, submitted a speaker card and spoke in support of her sister, Stephanie Lilly, in her variance appeal request for residency.

Shylo Fawlkner, a resident of Austin, Texas, submitted a speaker card and spoke in support of her sister, Stephanie Lilly, in her variance appeal request for residency.

No one else appeared at this time.

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 7:35 p.m. on Wednesday, November 5, 2025, 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 - *Sections 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding Item No. 11* at 7:35 p.m. on Wednesday, November 5, 2025.

The Executive Session was adjourned at 8:30 p.m. on Wednesday, November 5, 2025.

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 8:30 p.m. on Wednesday, November 5, 2025

REGULAR AGENDA

11. Consideration, discussion and possible action for a variance request under Manor Code of Ordinances, Chapter 8, Article 8.03 Sex Offender Residency.

At Mayor Harvey's direction, Item No. 11 was removed from consideration. He informed Ms. Lilly and her family to discuss the next steps with Assistant Chief Collins.

Stephanie Lilly, a resident of Austin, Texas, spoke in support of this item as she was the applicant.

There was no action taken.

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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.**

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

Mayor Harvey opened the Public Hearing.

Development Services Director Burrell discussed the proposed annexation.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to close the Public Hearing.

There was no further discussion.

Motion to close carried 7-0

- 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.

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

Mayor Harvey opened the Public Hearing.

Robert Battaile, a resident of Manor, submitted a speaker card to express his opposition to this item.

Development Services Director Burrell discussed the proposed Special Use Permit.

A discussion was held regarding the addition of an entrance to the gas station from Lexington.

Additionally, there was a discussion regarding a proposed development agreement that could include masonry requirements.

A discussion was held regarding public input from other businesses in the surrounding area.

A discussion took place regarding the regulations for sidewalks and alleyway.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to close the Public Hearing.

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There was no further discussion.

Motion to close carried 7-0

3. Conduct a Public Hearing on the Levying of Assessments of the Mustang Valley Public Improvement District.

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

Mayor Harvey opened the Public Hearing.

Robert Battaile, a resident of Manor, submitted a speaker card to express his opposition to this item.

Development Services Director Burrell discussed the proposed Assessments of the Mustang Valley Public Improvement District.

Rob Hayslip with P3 Works, LLC, explained the process of Levying Assessments for Public Improvement Districts.

John Lohr with KB Homes submitted a speaker card in support of this item; however, he did not wish to speak but was available to answer questions by the City Council.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir to close the Public Hearing

There was no further discussion.

Motion to close carried 7-0

CONSENT AGENDA

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

- 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.

6. Consideration, discussion, and possible action regarding an access easement with 13400 Highway 290 AGV, LLC for the Presidential Glen Lift Station Project.

7. Consideration, discussion, and possible action regarding an access easement with West Elgin Development Corporation for the Presidential Glen Lift Station Project.

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MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir to approve the consent agenda as presented.

There was no further discussion.

Motion to approve carried 7-0

REGULAR AGENDA

8. Consideration, discussion, and possible action on the use of Jennie Lane Park for the Veterans Day Ceremony.

The city staff recommended that the City Council City Council approve the use of Jennie Lane Park for the Veterans Day Ceremony hosted by the Manor Chamber of Commerce on November 11, 2025.

Public Works Director Woodard discussed the proposed inquiry.

A discussion took place concerning the city's liability and responsibilities during the event.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Moreno to Council approve the use of Jennie Lane Park for the Veterans Day Ceremony hosted by the Manor Chamber of Commerce on November 11, 2025.

There was no further discussion.

Motion to approve carried 7-0

9. Consideration, discussion, and possible action on a Professional Services Agreement with GovWell Technologies Inc., for Permitting, Planning, and Code Enforcement software.

The city staff recommended that the City Council approve a Professional Services Agreement with GovWell Technologies Inc., for Permitting, Planning, and Code Enforcement software to form and authorize the City Manager to execute the contract upon final approval from city legal counsel.

Development Services Director Burrell discussed the proposed agreement.

A discussion was held regarding staff training and other cities that utilize the software.

A discussion took place regarding the annual number of permits issued.

A discussion was held regarding customer service feedback.

A discussion took place about software integrating with GIS mapping.

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Additionally, a discussion took place regarding other services the software would provide.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to approve a Professional Services Agreement with GovWell Technologies Inc., for Permitting, Planning, and Code Enforcement software as to form and authorize the City Manager to execute the contract upon final approval from city legal counsel.

There was no further discussion.

Motion to approve carried 7-0

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.

The city staff recommended that the City Council approve Change Order No. 1 to the construction contract for the Gregg Manor Road Ground Storage Tank and Pressurization Facility Improvements with CC Carlton, Industries, Ltd. which will add an addition of 123 calendar days to the project completion date.

Public Works Director Woodard presented the proposed change order and shared background information on the project.

A discussion was held about the city's efforts to enhance water pressure and ensure adequate water flow.

A discussion took place about potential future grant opportunities for projects of this nature.

MOTION: Upon a motion made by Council Member Moreno and seconded by Council Member Wallace to approve Change Order No. 1 to the construction contract for the Gregg Manor Road Ground Storage Tank and Pressurization Facility Improvements with CC Carlton, Industries, Ltd. which will add an addition of 123 calendar days to the project completion date.

Motion to approve carried 7-0

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.

The city staff recommended that the City Council approve the first reading of 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.

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Development Services Director Burrell discussed the proposed annexation ordinance.

Mayor Harvey instructed the staff to include the annexation maps when presenting items for consideration.

Ordinance: An Ordinance Of The City Of Manor, Texas Annexing 10.01 Acres Of Land, More Or Less Located In Travis County, Texas, Including The Abutting Streets, Roadways, And Rights-Of-Way Into The Corporate Limits Of The City, At The Request Of The Property Owner; Approving An Agreement For The Provision Of Services For The Annexed Area; Making Findings Of Fact; Providing A Severability Clause And An Effective Date; And Providing For Open Meetings And Other Related Matters.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to approve the first reading of 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.

There was no further discussion.

Motion to approve carried 7-0

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.

The city staff recommended that the City Council approve the second and final reading of Ordinance No. 808 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.

Economic Development Director Jones discussed the proposed rezoning request.

A discussion was held regarding meeting ADA compliance regulations.

A discussion took place about the locations of Electric Vehicle (EV) charging stations.

A discussion took place about the location of the gas pumps.

A discussion was held regarding concerns about the proposed development.

At Mayor Harvey's direction, Items No. 13 and No. 14 were moved to be discussed after the Executive Session.

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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.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Amezcua to table Item No. 13 and Item No. 14 until after Executive Session

There was no further discussion.

Motion to table carried 6-1 (Mayor Pro Tem Emily Hill voted against)

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.

The city staff recommends that the City Council approve 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.

Development Services Director Burrell discussed reconsideration of the medical office SUP.

Brian Baca with Advantage Construction LLC submitted a speaker card in support of this item; however, he did not wish to speak but was available to answer questions by the City Council.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Moreno to reconsider 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.

There was no further discussion.

Motion to reconsider carried 6-1 (Council Member Deja Hill voted against)

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

The city staff recommended that the City Council approve 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.

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Brian Baca with Advantage Construction LLC submitted a speaker card in support of this item; however, he did not wish to speak but was available to answer questions by the City Council.

MOTION: Upon a motion made by Council Member Weir and seconded by Council Member Amezcua to postpone the item until November 19, 2025, Regular Council Meeting.

There was no further discussion.

Motion to postpone carried 7-0

Mayor Harvey adjourned the regular session of the Manor City Council into Executive Session at 9:44 p.m. on Wednesday, November 5, 2025, 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 *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* at 9:44 p.m. on Wednesday, November 5, 2025.

The Executive Session was adjourned at 11:42 p.m. on Wednesday, November 5, 2025.

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 11:42 p.m. on Wednesday, November 5, 2025.

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.

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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.

MOTION: Upon a motion made by Council Member Wallace and seconded by Council Member Weir to postpone Item No. 13 and Item No. 14 until November 19, 2025, Regular Council Meeting.

There was no further discussion.

Motion to postpone carried 4-2 (Council Member Moreno and Council Member Deja Hill voted against)

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.

Assistant City Attorney Rivera discussed the proposed ordinance and revisions to Exhibit B of the ordinance.

John Lohr with KB Homes submitted a speaker card in support of this item; however, he did not wish to speak but was available to answer questions by the City Council.

There was no action taken.

ADJOURNMENT

The Regular Session of the Manor City Council was Adjourned at 11:49 p.m. on Wednesday, November 5, 2025.

The Manor City Council approved these minutes on the 19th day of November 2025.

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APPROVED:

Dr. Christopher Harvey
Mayor

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary