



MEMO

To: Mayor and City Council Members
From: Ashlynn Taylor, Marketing & Communications Coordinator
Date: March 18th, 2026
RE: **February Monthly Report**

PUBLIC ATTENDANCE, MEETINGS & TRAININGS

- 2/3 – Hispanic Heritage Fiesta Partnership Meeting
- 2/4 – City Council Regular Meeting; Manor Business Spotlight Presentation
- 2/6 – City Hall Yearly Luncheon
- 2/10 – Go Vocal (Impact Manor Website) Update Meeting
- 2/11 – Development Services Zoning Notice Sign Meeting
- 2/12 – Manor Chamber February Business Luncheon
- 2/13 – New Meet Manor Mondays Filming Location Meeting – Avelyn Manor
- 2/17 – Juneteenth Rhythm & Rise Event Partnership Meeting with Kevin Stewart
- 2/17 – Dental Care of North Manor Ribbon Cutting
- 2/17 – Go Vocal (Impact Manor) Website Review
- 2/18 – Nothing Bundt Cakes Ribbon Cutting
- 2/18 – City Council Regular Meeting
- 2/19 – Midas Ribbon Cutting
- 2/19 – Go Vocal (Impact Manor) Website Check-in
- 2/20 – Go Vocal (Impact Manor) Website Final Check-in
- 2/23 – Park and Tree Advisory Committee Meeting
- 2/25 – March Meet Manor Mondays Filming at Avelyn (All Day)
- 2/27 – March Manor Business Spotlight Award Presentation and Video Feature - Lonestar Pro Moving

SOCIAL MEDIA POSTS & COMMUNICATIONS

Facebook:

- 2/1 – February 2026 Manor Business Spotlight Video – Lonestar Pro Moving
- 2/2 – TCESD12 Prescribed Burn Notice
- 2/2 – February Meet Manor Mondays Topics (Video)
- 2/2 – Meet Manor Mondays | February 2nd, 2026
- 2/4 – City Council Meeting 2/4
- 2/5 – Manor Easter Eggstravaganza (Advertised Event)
- 2/6 – Apply for a Board or Commission
- 2/9 – Meet Manor Mondays | February 9th, 2026



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- 2/11 – Two Businesses Tied for the March Manor Business Spotlight. Vote Now!
- 2/11 – TCESD12 BURN BAN IN EFFECT
- 2/11 – Manor Animal Control Missing Dog
- 2/12 – Atmos Energy After Winter Storm Firm Info
- 2/13 – Manor Businesses — Are You Hiring?
- 2/14 – Happy Valentine's Day from the City of Manor
- 2/15 – Got Something Manor Should Know About?
- 2/16 – Meet Manor Mondays | February 16, 2026
- 2/17 – Dental Care of North Manor Ribbon Cutting
- 2/17 – City Council Meeting 2/18
- 2/18 – McDonald's Grand Opening Celebration
- 2/18 – Manor Police Department Traffic Advisory
- 2/18 – Manor Businesses, Are You Hiring?
- 2/20 – Travis County 2026 Community Needs Survey
- 2/23 – Greater Manor Hispanic Chamber Accepting New Members
- 2/23 – Still accepting applications for several boards and commissions
- 2/23 – 2026 Mayor's Ball Community Nominations
- 2/23 – Meet Manor Mondays | February 23, 2026
- 2/24 – Manor Modern Dentistry Grand Opening
- 2/24 – Introducing: The Manor Menu Segment in Meet Manor Mondays
- 2/26 – The Manor Heritage Society presents the 2026 Black History Month Community Celebration
- 2/26 – Welcoming our first Mayor's Intern, Selena Osuna
- 2/27 – Manor New Tech Market Day
- 2/27 – City Council called a Special Session for March 3rd

Instagram:

- 2/1 – February 2026 Manor Business Spotlight Video – Lonestar Pro Moving
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- 2/2 – February Meet Manor Mondays Topics (Video)
- 2/2 – Meet Manor Mondays | February 2nd, 2026
- 2/6 – Apply for a Board or Commission
- 2/9 – Meet Manor Mondays | February 9th, 2026
- 2/13 – Manor Businesses — Are You Hiring?
- 2/16 – Meet Manor Mondays | February 16, 2026
- 2/17 – Got Something Manor Should Know About?
- 2/20 – Travis County 2026 Community Needs Survey
- 2/23 – Meet Manor Mondays | February 23, 2026
- 2/24 – Introducing: The Manor Menu Segment in Meet Manor Mondays



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2/26 – The Manor Heritage Society presents the 2026 Black History Month Community Celebration
2/26 – Welcoming our first Mayor’s Intern, Selena Osuna

GoGov ([MyManor App](#)):

2/2 – TCESD12 Prescribed Burn Notice
2/4 – City Council Meeting 2/4
2/6 – Apply for a Board or Commission
2/11 – Do you have a question, concern, or media request for city staff? Tell us!
2/12 – Atmos Energy After Winter Storm FERM Info
2/13 – Manor Businesses — Are You Hiring?
2/17 – Got Something Manor Should Know About?
2/17 – City Council Meeting 2/18
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Nextdoor:

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WEBSITE

Homepage

- Updated top banner
 - February Manor Business Spotlight: Veronica Lockett Law, PLLC
 - Meet Manor Mondays every Monday at 5 pm



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Marketing & Communications Page

- [Meet Manor Mondays Subpage](#)
 - Continuously updated the weekly Meet Manor Mondays episodes
- [Upcoming Events Subpage](#)
 - Manor Easter Eggstravaganza
- [Current City Service Repairs Subpage](#)
 - There are currently no scheduled city service repairs
- [Manor Business Spotlight Subpage](#)
 - Updated to February recipient, Veronica Lockett Law, PLLC

MARKETING MATERIALS

- Manor Easter Eggstravaganza Flyer (Physical & Digital)
- Manor Easter Eggstravaganza Banner (Hung at Jennie Lane Park)
- The Manor Journal – Friday, February 6th: February Manor Business Spotlight
- Introducing First Mayor’s Intern: Selena Osuna
- Manor Businesses – Are You Hiring? (Physical & Digital)
- Introducing: The Manor Menu, a new segment in Meet Manor Mondays
- Development Services New Permit Guide
- Manor Chamber Expo Hiring Event: City of Manor Hiring Flyers (Physical)
- Mayor’s Ball 2026 Community Awards – Slideshow video from Mayor’s Ball 2025
- Meet Manor Mondays Broll Graphics

PROGRAMS & INITIATIVES

Manor Business Spotlight

After tallying resident votes from January, Veronica Lockett Law, PLLC was selected as the February Manor Business Spotlight recipient. The firm received a promotional video, an award certificate signed by Mayor Harvey, City Manager Scott Moore, and the Marketing & Communications Coordinator, a formal letter of recognition from the City of Manor, and recognition at City Council on February 4th, as well as in the Manor Journal. These recognition elements—including the signed award certificate and City Council acknowledgment—continue to serve as new incentives designed to help spotlight and support local businesses as they grow.

Veronica Lockett Law, PLLC was recognized for its commitment to serving the community with integrity, professionalism, and accessible legal guidance. Residents highlighted the firm’s dedication to



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supporting individuals and families through important legal matters while also maintaining a strong presence within the Manor community.

Meet Manor Mondays

Meet Manor Mondays continued in February as the City of Manor's weekly video series designed to keep residents connected, informed, and involved. To improve visibility and engagement, the release time for the series was adjusted from 8:00 a.m. to 5:00 p.m. across city platforms. Additionally, a preview video was released on February 2nd outlining the topics that would be covered throughout the month, giving residents a clear look at what to expect each week.

Each episode delivers quick, engaging updates on what's happening across the community, including upcoming city events, infrastructure and development updates, highlights of local businesses and partners, and opportunities for residents to engage through the Frontline Manor segment. This segment continues to strengthen transparency by bringing city leadership and partners directly to residents—answering questions submitted through an online form and addressing topics of community interest.

Here's what was covered in February:

February 2nd, 2026

- Updates to residential trash collection schedules so residents never miss a pickup day
- New opportunities for local businesses to participate in upcoming city events
- A recap of the January 21 City Council meeting, including major roadway improvement projects shaping Manor's future
- How current transportation planning and development decisions support long-term growth and connectivity
- Frontline Manor with Kevin Stewart, featuring Economic Development Director Scott Jones answering resident questions about the future of Manor's new public library

February 9th, 2026

- Manor Biz 101 — a resource designed to help entrepreneurs start or grow their businesses in Manor
- Following a Manor resident's journey through the Better Together Challenge and highlighting how community partnerships come to life
- Celebrating February's Manor Business Spotlight recipient, Veronica Lockett Law, recognized at City Council on February 4th
- Frontline Manor with Public Works Director Matt Woodard answering resident questions about Tower Road and potential future improvements



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February 16th, 2026

- Highlighting Avelyn Manor and the affordable housing opportunities available within the community
- The Manor Police Department opening applications for the 2026 Citizens Police Academy, giving residents a behind-the-scenes look at department operations
- Frontline Manor with Chief Ryan Phipps addressing resident questions about Animal Control and future plans for a Manor animal shelter

February 23rd, 2026

- An update on Downtown Manor, including recent progress and the long-term vision for a walkable, business-friendly district
- Introducing the updated Impact Manor website, a hub for exploring city projects, sharing feedback, and staying informed on community initiatives
- Frontline Manor with City Manager Scott Moore providing clarity on how roadway repairs are prioritized and addressed throughout the city

Planning and filming for March Meet Manor Mondays also took place on February 25th at a new filming location, Avelyn Manor. The new setting provides a more polished backdrop, elevating the overall visual quality and professionalism of the series. Because March includes five Mondays, an additional episode was planned, featuring a behind-the-scenes look at the production process and a lighthearted blooper segment. The goal is to give residents a glimpse into how the series comes together while adding a fun, human element that strengthens audience connection and engagement.