



## Manor to close city facilities due to public health emergency

Release Date: Thursday, March 19, 2020

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With the health and well-being of our residents, visitors, and staff being a top priority, the City of Manor is temporarily closing all city facilities to the public due to the COVID-19 disease outbreak. It is unknown at this time when facilities will reopen.

At 8 a.m. today, the following closures and changes will go into effect:

- City Hall will close to the public
  - Staff will remain accessible by phone or email at 512-272-5555 and [questions@cityofmanor.org](mailto:questions@cityofmanor.org)
  - Public service drive-thru window to pay water bills will remain open
  - Residents can pay their water bill using the drop box in front of City Hall
  - Residents can pay their utility bill by visiting the online payment service at <https://www.municipalonlinepayments.com/manortx>
  - Permit applications and development submittals will be accepted only through the [mygovernmentonline.org](http://mygovernmentonline.org) portal
  - Email Development Services questions to [permits@cityofmanor.org](mailto:permits@cityofmanor.org)
  
- Municipal Court will close to the public
  - Public service drive-thru window to pay court fines will be open to the public
  - Defendants are encouraged to use the online payment service by visiting <https://www.municipalonlinepayments.com/manortx>
  - Court Administration: 512.272.8178
  - Email Court questions to [court@cityofmanor.org](mailto:court@cityofmanor.org)
  
- Public Works Department will close to the public
  - Bulk drop-off has been canceled until further notice
  - All city parks remain open at this time
  - Service calls: 512-272-5555 ext. 3



- Manor Police Department has enacted temporary operation changes
  - Police Department lobby will close to the public
  - Fingerprint services are suspended until further notice
  - Dispatch Non-Emergency: 512-974-0845 #3
  - Police Administration: 512-272-8177
  - Email Police questions to [Police@cityofmanor.org](mailto:Police@cityofmanor.org)

These facilities are closed until further notice. However, given the rapidly changing impacts of COVID-19, the City will continue to reassess the situation and adjust as necessary.

At this time, the City of Manor is following the Travis County Order limiting Community Gatherings that bring together or are likely to bring together ten (10) or more persons at the same time in a single room or space.

These facility closures and cancellations are being made following the Travis County Order and recommendations from public health officials as a way to slow the spread of this disease outbreak. Mayor Larry Wallace Jr. signed an emergency disaster declaration due to this public health emergency on Wednesday, March 18, 2020. That declaration remains in effect until Friday, May 1<sup>st</sup>.

Residents should watch the city website ([cityofmanor.org](http://cityofmanor.org)) and our social media channels for any additional announcements.

Thomas Bolt,  
*City Manager*

#### **POSTING CERTIFICATION**

I, the undersigned authority do hereby certify that this Notice 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, March 19, 2020, by 5:00 p.m. and remained so posted continuously for until canceled.

/s/ Lluvia T. Almaraz, TRMC  
*City Secretary for the City of Manor, Texas*