



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** September 3, 2025  
**PREPARED BY:** Belen Peña, Finance Director  
**DEPARTMENT:** Administration

---

### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on an Agreement for Billing and Collection Services Between Travis County and the City of Manor Related to the Newhaven Public Improvement District (PID).

### BACKGROUND/SUMMARY:

This is a standard agreement between Manor and Travis County for the County to collect the assessments for the Newhaven PID on the same tax bill sent to property owners on an annual basis once bonds are issued which are contemplated to be issued later this year. The City and County already have this type of agreement for the Manor Heights PID, Lagos PID and EntradaGlen PID which have already issued bonds and are now collecting assessments. The attached agreement is provided for City Council's consideration

**LEGAL REVIEW:** Yes, Veronica Rivera, Assistant City Attorney  
**FISCAL IMPACT:** No  
**PRESENTATION:** No  
**ATTACHMENTS:** Yes

- Agreement

### STAFF RECOMMENDATION:

The City Staff recommends that the City Council approve the Agreement for Billing and Collection Services Between Travis County and the City of Manor Related to the Newhaven Public Improvement District.

---