



AGENDA ITEM SUMMARY FORM

MEETING DATE: October 1, 2025
PREPARED BY: Michael Burrell, Development Services Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action regarding an Ordinance of the City of Manor, Texas Making a Finding of Special Benefit to the Property in the Newhaven Public Improvement District; Providing for the Method of Assessment of Special Assessments Against Property in the District; Approving Assessment Rolls for the District; Levying Special Assessments against Property within 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.

BACKGROUND/SUMMARY:

This item relates to Agenda Item No. 3, regarding a hearing on the issuance of Special Assessment Revenue Bonds (the “Bonds”) for the Newhaven Public Improvement District (the “District”) and Agenda Item No.16 regarding the issuance of the Bonds.

This item is to levy special assessments against property in the District to finance, through the issuance of the Bonds, certain public improvements that will benefit the District. The assessments levied against the property will be used to pay debt service on the Bonds. The assessments, which are allocated to the properties in the District according to the proportional benefit they receive from the financed improvements, are set forth in the assessment rolls that are part of the Service and Assessment Plan that will be adopted by the ordinance considered in this item. The Service and Assessment Plan also describes the improvements that will be financed by the assessments (through the Bonds) and their costs.

The Council approved Resolution 2025-30 on September 3, 2025, which approved the 2025 Preliminary Service and Assessment Plan (the “SAP”) and the preliminary assessment rolls for the Newhaven Public Improvement District, and called for a public hearing on October 1, 2025, for the levying of the assessments in the District. The levy and assessment amount for the Authorized Improvements (as defined in the SAP) is approximately \$4,446,000, as referenced in Exhibit F-1 of the SAP. The SAP sets forth the estimated total costs of the authorized improvements to be financed by the District for the development, and the Assessment Rolls state the assessments to be levied against each initial parcel of land in the District, as determined by the method of assessment and apportionment chosen by the City. With the adoption of this Ordinance, the Council will establish the method of payment for the assessments and levy an assessment on the property of the development district which will fund

the interest and principal payments on the Bonds. The Assessment Ordinance will need to be recorded in the real property records of Travis County, Texas within 7 days of approval.

LEGAL REVIEW: Yes, Gregory Miller, Public Finance Counsel

FISCAL IMPACT: No

FORM 1295 FILED: Not Applicable

PRESENTATION: Yes

ATTACHMENTS: Yes

- Ordinance No. 804 Levying Assessment
- 2025 Service and Assessment Plan

STAFF RECOMMENDATION:

The city staff recommends that the City Council approve Ordinance No. 804 Making A Finding Of Special Benefit To The Property In The Newhaven Public Improvement District; Providing For The Method Of Assessment Of Special Assessments Against Property In The District; Approving Assessment Rolls For The District; Levying Special Assessments Against Property Within 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.
