



# City of Colleyville City Council Special Meeting Agenda

City Hall  
100 Main Street  
Colleyville, Texas 76034  
817.503.1000  
www.colleyville.com

Thursday, August 25, 2016  
5:30 p.m.

City Council Chambers  
Third Floor, City Hall

## 1. CALL TO ORDER

## 2. PUBLIC HEARING

- 2a** Discussion of the proposed FY 2017 tax rate of \$.33913 per hundred dollars of valuation

## 3. RESOLUTION(S): READING AND PUBLIC HEARING

### **3a Resolution R-16-4027**

A resolution amending Resolution R-16-4019 calling a special election for the purpose of submitting to the registered voters of the City of Colleyville the adoption or rejection of proposed amendments to the existing Colleyville City Charter

## 4. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Monday, August 22, 2016 by 5:00 p.m.

Amy Shelley, TRMC  
City Secretary

*A quorum of any Colleyville board, commission, or committee may be present at this meeting.*

*Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.*

*If you plan to attend this public meeting and have a disability that requires special accommodations, please advise the City Secretary at least 48 hours in advance at 817.503.1133, and reasonable accommodations will be made to assist you.*



# City of Colleyville City Council Special Meeting Agenda Briefing

City Hall  
100 Main Street  
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| Agenda Number                                                                            | Agenda Date | Number |
|------------------------------------------------------------------------------------------|-------------|--------|
| 2a                                                                                       | 08/25/2016  |        |
| <b>Type</b> Public Hearing Agenda Items                                                  |             |        |
| <b>Department</b> City Manager                                                           |             |        |
| <b>Title</b>                                                                             |             |        |
| Discussion of the proposed FY 2017 tax rate of \$.33913 per hundred dollars of valuation |             |        |

## Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication  
F4- Adhere to the City's financial and budgetary policies

## Explanation

### **Public Hearing**

Chapter 26, Texas Property Tax Code, requires taxing units to comply with "Truth-in-Taxation" laws in setting tax rates. The calculated Fiscal Year 2017 (FY 2017) effective tax rate is \$.329138. As the proposed rate of \$.33913 is higher than the effective tax rate of \$.329138, legislation requires that a city take several actions in order to be in compliance with Chapter 26 of the Texas Property Tax Code. The City must publish the attached "Notice of 2016 Tax Year Proposed Property Tax Rate for the City of Colleyville". This notice was published in the *Fort Worth Star-Telegram* on Thursday, August 18, 2016 as well as the City website. The City must also hold two public hearings on the tax rate. This is the first of the two public hearings, where citizens have an opportunity to address the City Council on the proposed tax rate. The second public hearing will be held on Tuesday, September 6, 2016 at 7:30 p.m., at 100 Main Street, Colleyville, Texas, during the regular City Council meeting. The tax rate is scheduled for adoption at the September 20, 2016 regular City Council meeting.

As a point of reference, the current tax rate is \$.3559 per \$100 of valuation. The proposed tax rate of \$.33913 lowers the tax rate by \$.01677. The Tarrant Appraisal District has calculated that the average residential value for FY 2016 was \$423,650, and the average residential value for FY 2017 is \$460,461. If the proposed tax rate is adopted, it will equate to an average annual property tax increase of \$53.79, or an adjustment of \$4.48 per month to support City services.

## Attachments

1. Notice of 2016 Tax Year Proposed Property Tax Rate for the City of Colleyville

# NOTICE OF 2016 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF COLLEYVILLE

A tax rate of \$0.339130 per \$100 valuation has been proposed for adoption by the governing body of City of Colleyville. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of City of Colleyville proposes to use revenue attributable to the tax rate increase for the purpose of maintaining current programs and services.

|                           |                      |
|---------------------------|----------------------|
| PROPOSED TAX RATE         | \$0.339130 per \$100 |
| PRECEDING YEAR'S TAX RATE | \$0.355900 per \$100 |
| EFFECTIVE TAX RATE        | \$0.329138 per \$100 |
| ROLLBACK TAX RATE         | \$0.351431 per \$100 |

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for City of Colleyville from the same properties in both the 2015 tax year and the 2016 tax year.

The rollback tax rate is the highest tax rate that City of Colleyville may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS  
FOLLOWS:

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact:

Colette Ballinger, RTA  
City of Colleyville Tax Assessor-Collector  
100 Main Street, Colleyville, TX 76034  
817-481-1242  
colette.ballinger@gcisd.net  
www.colleyville.com

You are urged to attend and express your views at the following public hearings on the proposed tax rate:

First Hearing: August 25, 2016 at 5:30 PM at City Hall, 100 Main Street, Colleyville, TX 76034.

Second Hearing: September 6, 2016 at 7:30 PM at City Hall, 100 Main Street, Colleyville, TX 76034.



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**Agenda Number** 3a                      **Agenda Date** 08/25/2016                      **Number** Resolution R-16-4027

**Type** Resolution

**Department** City Secretary

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**Title**

A resolution amending Resolution R-16-4019 calling a special election for the purpose of submitting to the registered voters of the City of Colleyville the adoption or rejection of proposed amendments to the existing Colleyville City Charter

**Strategy Map Connection**

B4- Cultivate a culture of transparency and consistent communication

**Explanation**

***Reading and Public Hearing***

Tarrant County Elections Administration informed staff that the wording for the Proposition 5 Charter amendment was too long and exceeded their voting software limitations. Ballot language must be printed in both English and Spanish and must not be more than 3,200 characters including spaces. Proposition 5, as originally written, only in English, was 3,326 characters/spaces. The city attorney worked with Tarrant County to develop amended wording for Proposition 5 that maintained the intent of the proposition, while complying with Tarrant County's requirements.

Reduced Proposition 5:

To amend Section 14.02 "Personal Financial Interest" by adding to subsection (F) providing that a complaint can be filed 15 days from when a citizen knew or should have known of the asserted violation and adding subsection (K) to provide that Council and Mayoral candidates, Planning and Zoning and Board of Adjustment applicants, City Manager and senior staff shall file financial disclosure and conflict of interest forms, providing a time frame for initial filing and for filing due to changes, and a duty to supplement, providing for the information to be contained in such forms to include certain described property owned in Dallas, Denton, and Tarrant County or property held in trust or by certain family members or business entities; and the name and address of any person or corporation with a contractual relationship with the City and from which the person(s) stated above or family members have received a something of value over \$100; or the person or family members own more than 2% of the outstanding equity interest or more than 2% of the assets; and such reporting that is required by Section 14.02(K) applies to all of the relationships listed above.

In addition, Proposition 3 fell into non-compliance with Election Code Section 52.072 in that the proposition was not written as a single statement. The city attorney also worked with Tarrant County to develop amended wording for Proposition 3 compliance of the Election Code.

Amended Proposition 3:

Change Sections 7.02, 7.03, 7.04(a), 7.05, and 7.06 to provide that the appointment of the City Secretary, Police Chief, Fire Chief, Director of Public Works and Head of Department of Finance will require the approval of the City Council, for an indefinite term.

Staff does not believe there will be any further amendments requested by the Tarrant County Elections Administration; however, if the need should arise, Section 12 of the amended resolution has been amended to include the ability to make those necessary changes, provided they are non-substantive:

Sec. 12. THAT any non-substantive changes that need to be made for the ballot, in particular, but not limited to, removing underlining or bolding from the text or dividing into additional propositions or summarizing for word limits, as presented above is hereby approved.

The amending resolution is attached for City Council consideration.

**Attachments**

1. Resolution R-16-4027

## **RESOLUTION R-16-4027**

### **A RESOLUTION AMENDING RESOLUTUION R-16-4019 OF THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, CALLING A SPECIAL ELECTION FOR NOVEMBER 8, 2016, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED VOTERS OF THE CITY OF COLLEYVILLE THE ADOPTION OR REJECTION OF PROPOSED AMENDMENTS TO THE EXISTING CITY CHARTER; DESIGNATING THE OFFICIAL POLLING PLACES AND ADOPTING ELECTION OFFICIALS; PRESCRIBING THE FORM OF THE BALLOTS; PROVIDING FOR NOTICE OF THE ELECTION; AND PROVIDING GENERALLY FOR THE CONDUCT OF THE ELECTION**

**WHEREAS,** the Colleyville City Council has determined that certain amendments and changes should be made to the Colleyville City Charter which was originally adopted by the citizens of Colleyville on January 15, 1977, and which was subsequently amended on May 7, 2005; and

**WHEREAS,** the Colleyville City Charter has not been amended within the two years preceding the proposed election date herein designated; and

**WHEREAS,** the Colleyville City Council now deems it proper to submit proposed amendments to the Colleyville City Charter to the registered voters of the City of Colleyville for adoption or rejection at a special election to be held on November 8, 2016.

### **NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:**

- Sec. 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.
- Sec. 2. THAT the following ballot propositions shall be submitted to the voters to amend the existing Charter of the City of Colleyville:

**Proposition No. 1**

Amend the Colleyville City Charter by adding Section 3.01A, Limitations on Terms to provide that no person shall serve as Mayor for more than two (2) consecutive elected terms, and no person shall serve as a Council Member for more than two (2) consecutive elected terms. Under no circumstances may any person ever serve for more than twelve (12) consecutive years in combination as a Council Member or Mayor. The amendment shall be effective, at the next municipal election, shall apply to all persons currently occupying the Office of Mayor or Council Member, and shall apply to all municipal elections conducted after the date of adoption; provided however that this amendment will not cause a Council Members' current term to be terminated prior to the completion of their elected term.

\_\_\_\_\_ FOR  
\_\_\_\_\_ AGAINST

**Proposition No. 2**

Amend Section 3.09(c) to allow for electronic voting by City Council and to provide that voting on nominations to City Boards, Committees, and Commissions do not require a roll call vote.

\_\_\_\_\_ FOR  
\_\_\_\_\_ AGAINST

**Proposition No. 3**

Change Sections 7.02, 7.03, 7.04(a), 7.05, and 7.06 to provide that the appointment of the City Secretary, Police Chief, Fire Chief, Director of Public Works and Head of Department of Finance will require the approval of the City Council, for an indefinite term.

\_\_\_\_\_ FOR  
\_\_\_\_\_ AGAINST

**Proposition No. 4**

To eliminate and delete Article XIII which provided for transitional matters after the 2005 Charter amendments.

\_\_\_\_\_ FOR  
\_\_\_\_\_ AGAINST

**Proposition No. 5**

To amend Section 14.02 "Personal Financial Interest" by adding to subsection (F) providing that a complaint can be filed 15 days from when a citizen knew or should have known of the asserted violation and adding subsection (K) to provide that Council and Mayoral candidates, Planning and Zoning and Board of Adjustment applicants, City Manager and senior staff shall file financial disclosure and conflict of interest forms, providing a time frame for initial filing and for filing due to changes, and a duty to supplement, providing for the information to be contained in such forms to include certain described property owned in Dallas, Denton, and Tarrant County or property held in trust or by certain family members or business entities; and the name and address of any person or corporation with a contractual relationship with the City and from which the person(s) stated above or family members have received a something of value over \$100; or the person or family members own more than 2% of the outstanding equity interest or more than 2% of the assets; and such reporting that is required by Section 14.02(K) applies to all of the relationships listed above.

\_\_\_\_\_ FOR  
\_\_\_\_\_ AGAINST

Sec. 3. THAT such election shall be held and conducted in the City of Colleyville, Texas, on Tuesday, November 8, 2016 by Tarrant County pursuant to a Joint Election Agreement and Contract for Election Services, with respect to such Special Election approved by the City Council of the City of Colleyville, Texas and the Tarrant County Elections Administrator.

Sec. 4. THAT the polling locations where registered voters shall cast ballots for this Special Election will be designated in accordance with the provisions of the Joint Election Agreement and Contract for Election Services with Tarrant County to include the polling locations as provided by Tarrant County and as posted in accordance with the Texas Election Code. Election officers for each polling place shall be appointed and compensated pursuant to the Joint Election Agreement and Contract for Election Services with Tarrant County for said election on Tuesday, November 8, 2016.

The voting places shall be open from 7:00 a.m. to 7:00 p.m. on the date of the Election.

Sec. 5. THAT the Early Voting Ballot Board shall be appointed and designated in accordance with the provisions of the Joint Election Agreement and Contract for Election Services with Tarrant County.

Sec. 6. THAT Early voting by personal appearance shall be conducted at the Main Early Voting Location: Tarrant County Election Center, 2700 Premier Street, Fort Worth, Texas 76111; Colleyville City Hall, 100 Main Street, Colleyville, Texas 76034; and at other early voting locations established by Tarrant County, pursuant to the Joint Election Agreement and Contract for Election Services with Tarrant County as provided and posted in accordance with the Texas Election Code. Early Voting by personal appearance shall commence on Monday, October 24, 2016, and continue through Friday, November 4, 2016, as provided by the Texas Election Code. The hours designated for Early Voting by personal appearance shall be as follows:

|                       |               |                        |
|-----------------------|---------------|------------------------|
| October 24-October 28 | Monday-Friday | 8:00 a.m. – 5:00 p.m.  |
| October 29            | Saturday      | 7:00 a.m. - 7:00 p.m.  |
| October 30            | Sunday        | 11:00 a.m. - 4:00 p.m. |
| October 31-November 4 | Monday-Friday | 7:00 a.m. - 7:00 p.m.  |

Sec. 7. THAT Frank Phillips, Tarrant County Elections Administrator, 2700 Premier Street, Fort Worth, Texas 76111 is hereby appointed as Early Voting Clerk. Applications for a ballot by mail must be received no later than the close of business on Friday, October 28, 2016, and shall be submitted by:

Mailing address:                      Early Voting Clerk  
Tarrant County Elections  
P.O. Box 961011  
Fort Worth, Texas, 76161-0011

Express Courier Delivery: Early Voting Clerk  
Tarrant County Elections  
P.O. Box 961011  
Fort Worth, Texas, 76161-3011

Fax: 817-831-6118

Email: [votebymail@tarrantcounty.com](mailto:votebymail@tarrantcounty.com)

- Sec. 8. THAT the election shall be conducted according to the Texas Election Code and the Charter of the City of Colleyville.
- Sec. 9. THAT the notice of the election on the proposed Charter amendments shall be given by publication of the propositions on the same day of two successive weeks in a newspaper of general circulation published within the City of Colleyville, the date of the first publication to be not less than fourteen (14) days before the election date set herein. Such notice must include a substantial copy of the proposed amendments.
- Sec. 10. THAT the Charter of the City of Colleyville, containing all proposed revisions, shall be kept in the office of the City Secretary of the City of Colleyville, and copies of it shall be made available to any person upon request free of charge. The notices required in Section 9 above shall state that the proposed text of the Charter of the City of Colleyville will be available to all interested persons in the office of the City Secretary of the City of Colleyville.
- Sec. 11. THAT should any section, provision, word, phrase, or clause of this resolution or the application thereof to any person, or circumstance be held to be invalid, unconstitutional or ineffective, the remainder of the resolution and the application of such provisions to the other persons or circumstances shall not be affected thereby.

Sec. 12. THAT any non-substantive changes that need to be made for the ballot, in particular, but not limited to, removing underlining or bolding from the text or dividing into additional propositions or summarizing for word limits, as presented above is hereby approved.

**AND IT IS SO RESOLVED.**

APPROVED BY A VOTE OF \_\_\_\_ AYES, \_\_\_\_ NAYS, AND \_\_\_\_ ABSTENTIONS  
ON THIS THE 25<sup>TH</sup> DAY OF AUGUST 2016.

|                          |       |                            |       |
|--------------------------|-------|----------------------------|-------|
| Mayor Richard Newton     | _____ | Mayor Pro Tem Chris Putnam | _____ |
| Place 1, Tammy Nakamura  | _____ | Place 5, Nancy Coplen      | _____ |
| Place 2, Bobby Lindamood | _____ | Place 6, Mike Taylor       | _____ |
| Place 4, Jody Short      | _____ |                            |       |

**ATTEST:**

**CITY OF COLLEYVILLE**

Amy Shelley, TRMC  
City Secretary

Richard Newton  
Mayor