



Physical Address: 501 South Main Street

Mailing Address: PO Box 228

Rhome, Texas 76078

Telephone: 817-636-2462

[www.cityofrhome.com](http://www.cityofrhome.com) | [citysecretary@cityofrhome.com](mailto:citysecretary@cityofrhome.com)

Mayor  
Patricia Mitchell

City Council

Place 1  
Jimmy Johnson

Mayor Pro-Tem,  
Place 2  
Michelle Tye

Place 3  
Randall Loftis

Place 4  
Kristi King

Place 5  
Kasey Shumake

City  
Administrator  
Amanda DeGan

City Attorney  
Carvan Adkins

City Secretary  
Shaina Odom

Fire Chief  
Scott Estes

Police Chief  
Eric Debus

Public Works  
Director  
Jesus Dominguez

## NOTICE OF MEETING OF THE RHOME CITY COUNCIL

Meeting Date: Thursday, September 28, 2023

Regular Session: 6 p.m.

**Meeting Location:** Rhome Community Center, 261 North School Road, Rhome, TX 76078

**LIVE Streaming:** In an effort to be as accessible as possible, we *may*  
Live Stream the meeting using GoToMeeting from your computer or phone.

### By Computer

GoToMeeting: Select Join: Select Meeting

Session ID: 571-317-3116

Access Code: **861-355-029**

### By Phone

Call 1 (571) 317-3116

Access Code: 861-355-029

Toll Free Option: 1 (866) 899-4679

The Rhome City Council *may* conduct this meeting by videoconference call in accordance with Section 551.127 of the Texas Open Meetings Act. A quorum of the City Council will be physically present at the address listed above and the public may attend the meeting at the same location.

### Regular Session: 6 p.m.

#### Call to Order and Establish a Quorum

Invocation led by Pastor Heath Van Zandt

Pledge of Allegiance to the American Flag

Pledge of Allegiance to the Texas Flag

*Honor the Texas Flag; I pledge allegiance to thee, Texas, One state under God, One and indivisible*

### Public Comments

1. The Council is not permitted to take action on or discuss any comments made to the Council at this time concerning an item not listed on the agenda. However, a Council Member or Mayor may make a statement of fact regarding the item, make a statement concerning the policy regarding the item and/or may propose that the item be placed on a future agenda or direct the City Administrator to contact the individual to address. If you are attending the meeting via Live Streaming, and you would like to make a Public Comment, you must email the City Secretary at [citysecretary@cityofrhome.com](mailto:citysecretary@cityofrhome.com) prior to 4 pm on the day of meeting and must identify each subject you plan to present to be recognized.
2. If the writer of a Public Comment is unable to read their own comment, it should be given to a friend, family member, or associate, that is able to attend in person and read the statement in their stead.
3. Public Comments made in person require the speaker to submit the sign-up form to the City Secretary prior to the meeting, and the form must identify each subject the speaker plans to present.
4. A statement of no more than 3 minutes may be made. There will be no yielding of time to another person. Comments should be directed to the entire Council, not individual members. Engaging in verbal attacks, or comments intended to insult, abuse, malign, or slander any individuals shall be cause for termination of time privileges and removal from Council Chambers.

### **Announcements from Mayor and Council Members**

- Planning & Zoning Meeting October 2, 2023 @ 6 p.m.
- National Night Out – October 3, 2023 6 pm to 8 pm, Rhome Family Park, 400 South Virginia Lane
- Bulk Trash Pick-up October 3, 2023
- City Hall Closed October 9, 2023, for Columbus Day
- Hazardous Waste Pick-up October 10, 2023
- City Council Meeting October 12, 2023 @ 6 p.m.
- City Hall Closed October 20, 2023, from 12:00 p.m. to 4:00 p.m. for Staff Meeting/Training

### **Consent Agenda**

*All items under this section are recommended for approval for the Consent Agenda. These items are of a routine nature and require only brief deliberation by Council. Council reserves the right to remove any item on the Consent Agenda for further deliberation.*

1. Minutes from August 24, 2023, City Council Meeting
2. Minutes from September 13, 2023, City Council Meeting

### **Regular Agenda**

#### **Discussion and any necessary action for the following:**

1. Grantwork's Presentation (City Administrator)
2. Hilltop Presentation (City Administrator)
3. Badge Pinning Ceremony (Police Chief Debus)
4. Engineering Firm Review (Council Member Tye)
5. Open Records Processes and Procedures (Council Member King)
6. ARPA Fund Allocations (City Administrator)
7. Proclamation designating October 8-14, 2023, Fire Prevention Week (Fire Chief Estes)
8. Ratification of the Tax Rate (City Administrator)
9. Wise County Appraisal District Nominations (City Administrator)
10. Appointment to Planning and Zoning Commissions (City Administrator)

### **Executive Session**

*Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551 (Texas Open Meetings Act), the Council may convene into executive session to discuss the following:*

1. Section 551.071 Consultation with Attorney - pending or contemplated litigation, settlement offer or to seek advice from attorney.
2. Section 551.072 Deliberation regarding Real Property - purchase, exchange, lease, or value of real property if deliberation in an open meeting would have detrimental effect on position of the governmental body in negotiations with a third person.
3. Section 551.074 Personnel – discuss appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, or hear complaint or charge against officer or employee in executive session unless officer or employee requests a public hearing.
4. Section 551.087 – Deliberations regarding Economic Development Negotiations – to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations.

## **Regular Agenda (Resume)**

1. Action to be taken from Executive Session discussions

## **Future Agenda Items**

***(Agenda items are due by 5 p.m. on the Wednesday of the week prior to the Council meeting)***

## **Adjourn**

**A quorum of Planning & Zoning Commissioners may be present at this meeting and its members may participate in the discussions of the items on the agenda over which they have responsibilities or authority.**

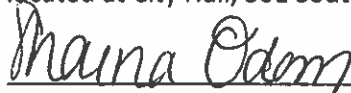
**A quorum of Parks & Recreation Board Members may be present at this meeting and its members may participate in the discussions of the items on the agenda over which they have responsibilities or authority.**

*\*Pursuant to the Open Meetings Act, Chapter 551, Section 551.071 of the Texas Government Code, the Council may convene into executive session at any time during the meeting if a need rises for the City Council to seek advice from the City Attorney concerning any item on this agenda, to discuss pending and contemplated litigation, or a settlement offer, or to discuss a matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Board of Texas clearly conflicts with Chapter 551.*

*The Council may vote and / or act upon each of the items listed in this Agenda. Except for Public Presentation and Input and items in the agenda designated as public hearing or otherwise designated for public input, there will be no public input during the course of this meeting without express authorization from the presiding officer.*

*This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact City Hall at 817-636-2462 for further information.*

**CERTIFICATION:** I do hereby certify that the above City Council Agenda was posted on the designated bulletin board located at City Hall, 501 South Main Street, Rhome, Texas by 6 pm on September 25, 2023.

  
\_\_\_\_\_  
Shaina Odom, City Secretary

I certify that the attached notice and agenda of items to be considered by the Rhome City Council was removed by me from the designated bulletin board located at City Hall, 501 South Main Street, Rhome, Texas, on the \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_, Title: \_\_\_\_\_



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# AGENDA ITEM 1



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**Fire Chief**  
Scott Estes

**Police Chief**  
Eric Debus

**Public Works**  
**Director**  
Jesus Dominguez

## MINUTES OF MEETING OF THE RHOME CITY COUNCIL

Meeting Date: Thursday, August 24, 2023

Regular Session: 6 p.m.

### Regular Session: 6 p.m.

Mayor Mitchell called the meeting to order at 6 pm.

### Call to Order and Establish a Quorum

Invocation led by Pastor Heath Van Zandt

**Pastor Heath Van Zandt led the Invocation**

Pledge of Allegiance to the American Flag

Pledge of Allegiance to the Texas Flag

*Honor the Texas Flag; I pledge allegiance to thee, Texas, One state under God, One and indivisible*

### Public Comments

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  - Lisa Wilson – By JoAnn Wilson
  - Shirley Mize

## **Announcements from Mayor and Council Members**

- City offices will be closed for observance of Labor Day on September 4, 2023
- Cyber Security training requirements due by August 31, 2023.
- City Council Meeting September 14, 2023 @ 6 p.m.

## **Consent Agenda**

*All items under this section are recommended for approval for the Consent Agenda. These items are of a routine nature and require only brief deliberation by Council. Council reserves the right to remove any item on the Consent Agenda for further deliberation.*

1. Minutes of City Council Regular Session dated August 10, 2023 **(City Secretary)**

Mayor Pro-Tem Tye made a motion to accept the consent agenda, Council Member Shumake seconded the motion. Motion passed unanimously.

## **Regular Agenda**

### **Discussion and any necessary action for the following:**

1. Salary Review for Fire Chief Position **(Council Member King)**

Council Member King stated she wanted this brought back to Council to reevaluate the Fire Chief Position to consider bringing it up to the minimum comparative salaries. City Administrator DeGan, went over the benchmark cities we use for comparisons. She stated that Haslet is not a good comparison, and we will need to reevaluate the cities we use in the coming years. Roanoke is a good one, because at some point, Rhome is going to grow up to be close to their current position. The fire and police chief spoke regarding the amount of accidents worked on the highway. Council Member King made a motion to match the salary of the Police Chief at \$85,995 effective immediately. Mayor Pro-Tem seconded the motion. Motion passed 4-0-1, Council Member Loftis abstained.

2. Aurora Request to Process Municipal Court Citations **(City Administrator)**

City Administrator DeGan requested to table item.

3. Oncor Transmission Lines Update **(City Administrator)**

City Administrator DeGan stated there is not much of an update at this time. It appears the preferred route of the city is mimicking the preferred route of Oncor.

4. Budget and Tax Rate Discussion **(City Administrator)**

Mayor Pro-Tem Tye requested that City Administrator DeGan explain the budget to actuals for 2022-2023. City Administrator DeGan stated the budget to actuals for 2022-2023 cannot be accurate currently since the year has not ended. The audit does not affect the budget being passed since the city is not running at a deficit or using any fund balance for the upcoming year. The projected expenses are aligned with the previous years, adjusted for inflation. Council Member Loftis commended the City Administrator DeGan for the information she has provided in the preparation of the budget for the upcoming year. Council Member Loftis voiced his concerns on the income for the city related to sales tax revenue. He asked the City Administrator to run the numbers for different tax rates so the council can see the amount of revenue each tax rate would generate so they know how much will go into the restricted fund for infrastructure. A million dollars' worth of debt would be around \$75,000.00 for an annual payment. Replacement of the West Waste Water Treatment Plant was quotes between six and eight million dollars. No action was taken. Discussion only.

## **Executive Session**

Executive session was cancelled.

*Pursuant to the following designated section of the Texas Government Code, Annotated, Chapter 551 (Texas Open Meetings Act), the Council may convene into executive session to discuss the following:*

1. Section 551.071 Consultation with Attorney - pending or contemplated litigation, settlement offer or to seek advice from attorney.
  - Water Line Discussions – PMB
2. Section 551.072 Deliberation regarding Real Property - purchase, exchange, lease, or value of real property if deliberation in an open meeting would have detrimental effect on position of the governmental body in negotiations with a third person.
3. Section 551.074 Personnel – discuss appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, or hear complaint or charge against officer or employee in executive session unless officer or employee requests a public hearing.
4. Section 551.087 – Deliberations regarding Economic Development Negotiations – to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations.
  - Water Line Discussions – PMB

#### **Regular Agenda (Resume)**

1. Action to be taken from Executive Session discussions

Executive session was cancelled.

#### **Future Agenda Items**

***(Agenda items are due by 5 p.m. on the Wednesday of the week prior to the Council meeting)***

#### **Adjourn**

Council Member King seconded the adjournment of the meeting. Unanimously passed.

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Patricia Mitchell,  
Mayor

ATTEST:

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Shaina Odom  
City Secretary



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## AGENDA ITEM 2





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**City Secretary**  
Shaina Odom

**Fire Chief**  
Scott Estes

**Police Chief**  
Eric Debus

**Public Works**  
**Director**  
Jesus Dominguez

## MINUTES OF MEETING OF THE RHOME CITY COUNCIL

Meeting Date: Thursday, September 14, 2023

Regular Session: 6 p.m.

### Regular Session: 6 p.m.

Mayor Mitchell called the meeting to order at 6 pm

### Call to Order and Establish a Quorum

Invocation led by Pastor Heath Van Zandt

**Pastor Heath Van Zandt led the Invocation**

Pledge of Allegiance to the American Flag

Pledge of Allegiance to the Texas Flag

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### Public Comments

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  - Deborah BeCraft
  - Shirley Mize

## **Announcements from Mayor and Council Members**

- City Council Meeting September 28, 2023 @ 6 p.m.

## **Consent Agenda**

*All items under this section are recommended for approval for the Consent Agenda. These items are of a routine nature and require only brief deliberation by Council. Council reserves the right to remove any item on the Consent Agenda for further deliberation.*

1. Approval of Resolution 2023-18 updating the Personnel Handbook **(City Administrator)**
2. Approval of ORD 2023-05 updating Section 8.05.001 of the Rhome Code of Ordinances regarding carrying weapons in the city limits **(City Administrator)**

Mayor Mitchell requested the Consent agenda items be moved to the regular agenda.

## **Monthly Staff Reports and Board Minutes**

*All items under this section are for informational purposes only; no action will be taken by Council.*

1. Departments: Administration, Building & Development, Fire Rescue, Municipal Court, Police and Public Works (Department Heads).

Council had no questions on the monthly reports from Department Heads.

## **Public Hearing**

1. Rhome City Council to conduct a Public Hearing to hear citizen input regarding the proposed Budget for Fiscal Year October 1, 2023 to September 30, 2024

Mayor Mitchell called the Public Hearing to order at 6:14 pm. Shirley Mize, Ashley Majors, Joe Hernandez, and Donna DeGarmo spoke during the Public Hearing. Mayor Mitchell closed the Public Hearing at 6:23 pm.

2. Rhome City Council to conduct a Public Hearing to hear citizen input regarding the proposed tax rate for Fiscal Year October 1, 2023 to September 30, 2024

Mayor Mitchell called the Public Hearing to order at 6:24 pm. Shirley Mize, Deborah BeCraft, Joe Hernandez, and Donna DeGarmo spoke during the Public Hearing. Mayor Mitchell closed the Public Hearing at 6:30 pm.

## **Regular Agenda**

### **Discussion and any necessary action for the following:**

1. Approval of Resolution 2023-18 updating the Personnel Handbook **(City Administrator)**

This item was brought back to council for approval to be placed in the employee handbook. Council Member Shumake made a motion to approve Resolution 2023-18, Mayor Pro-Tem Tye seconded the motion. Motion passed unanimously.

2. Approval of ORD 2023-05 updating Section 8.05.001 of the Rhome Code of Ordinances regarding carrying weapons in the city limits **(City Administrator)**

This item was brought to council to update the Code of Ordinances, adopted in 1999. Mayor Pro-Tem Tye made a motion to approve Ordinance 2023-05, Council Member Shumake seconded the motion. Motion passed unanimously.

3. Discussion and any necessary action regarding Ordinance No. 2023-06 adopting the Budget for Fiscal Year October 1, 2023 to September 30, 2024, Record Vote Required (**City Administrator**)

This budget will raise more revenue from property taxes than last year's budget by an amount of \$500,000 which is a 42.50% increase, and of that amount \$3,960.11 is tax revenue to be raised from new property added to the tax roll this year.

City administrator DeGan went through the budget presentation, attached, with council. She explained that the only thing that would change with the budget is the restricted fund based on the tax rate council chose to pass. Council Member King made a motion to approve the budget as presented. Mayor Pro-Tem Tye seconded the motion. Motion passed unanimously.

**PASSED AND APPROVED** by the City Council of the City of Rhome, Texas, this the 14<sup>th</sup> day of September 2023 by a record vote of:

	<u><b>Aye</b></u>	<u><b>Nay</b></u>	<u><b>Abstention</b></u>
Jimmy Johnson, Council Member, Place 1	X		
Michelle Tye, Mayor Pro Tem, Place 2	X		
Randall Loftis, Council Member, Place 3	X		
Kristi King, Council Member, Place 4	X		
Kasey Shumake, Council Member, Place 5	X		

4. Discussion and any necessary action regarding Ordinance No. 2023-07 ratifying ad valorem property tax revenue reflected in the adopted Fiscal Year October 1, 2023 to September 30, 2024 Annual Budget Record Vote Required (**City Administrator**)

**THE TAX RATE WILL RAISE MORE REVENUE BY 42.50 PERCENT AND WILL INCREASE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$66.37 PER YEAR**

City Administrator DeGan explained the funds raised from the tax rate above the amount brought in last year will go into a restricted fund for improvements to infrastructure and road improvements. The tax rate adopted would determine how much money would go into the fund. Council discussed each proposed rate and the benefits to each proposed rate. Council decided to adopt the current tax rate, bringing in an additional \$211,360.00 to be placed into the restricted fund for the improvement of infrastructure. Council will approve each expenditure from the restricted line item. Council Member Shumake made a motion to adopt the current tax rate .437815 for fiscal year 2023-2024. Council Member Johnson seconded the motion. Motion passed unanimously.

**PASSED AND APPROVED** by the City Council of the City of Rhome, Texas, this the 14<sup>th</sup> day of September 2023 by a record vote of:

	<u><b>Aye</b></u>	<u><b>Nay</b></u>	<u><b>Abstention</b></u>
Jimmy Johnson, Council Member, Place 1	X		
Michelle Tye, Mayor Pro Tem, Place 2	X		
Randall Loftis, Council Member, Place 3	X		
Kristi King, Council Member, Place 4	X		
Kasey Shumake, Council Member, Place 5	X		

5. American Rescue Plan Act (ARPA) Funds Review – (Council Member Loftis)

Council asked for a list of items that can be used for ARPA funding. City administrator DeGan said she would bring it back to the next meeting for allocations of the remaining funds.

6. Wise County Appraisal District Nominations (City Administrator)

Council asked the City Administrator DeGan to bring back more information to the next council meeting.

**Executive Session**

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**Regular Agenda (Resume)**

1. Action to be taken from Executive Session discussions

No executive session was held.

**Future Agenda Items**

***(Agenda items are due by 5 p.m. on the Wednesday of the week prior to the Council meeting)***

**Adjourn**

Council Member Johnson made a motion to adjourn the meeting. Council Member King seconded the motion. Motion passed unanimously. Meeting adjourned at 7:46 pm

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Patricia Mitchell,  
Mayor

ATTEST:

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Shaina Odom

City Secretary



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# AGENDA ITEM 1



**Agenda Commentary**  
**Meeting Date: September 28, 2023**

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Department: Administration

Contact: Amanda DeGan, City Administrator

**Agenda Item: Grantworks Presentation to Discuss Funding Opportunities and Programs**

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Type of Item: ☐ Ordinance ☐ Resolution ☐ Contract/Agreement ☐ Public Hearing  
☐ Plat ☒ Discussion & Direction ☐ Other

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**Summary:**

- The City of Rhode uses a third-party vendor, Grantworks, to help us secure and manage alternate funding opportunities through grants and low interest loans that may be available for our projects.
- The Grantworks representative, Rob Barthen, will be at the meeting to discuss current and future options for Rhode.

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Funding Expected: ☐ Revenue ☐ Expenditure ☐ N/A

Budgeted Item: ☐ Yes ☐ No ☐ N/A

GL Account: \_\_\_\_\_ Amount: \_\_\_\_\_

Legal Review Required: ☐ Yes ☐ No Date Completed: \_\_\_\_\_

Engineering Review: ☐ FD Review: ☐ PD Review: ☐ PW Review: ☐

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**History / Details / Recommendation:**

A presentation will be given to Council at the meeting.

Providing an advisor and partner to help simplify the complexities of federal grant management—helping communities develop sustainable solutions for long-term positive impacts.



**400+**  
Nationwide employees



**43+ Years**  
of industry experience



**\$8B**  
Grant funded projects secured & managed



**1,150+**  
Infrastructure grants secured & administered



**600+**  
Government customers served

## Resilient Communities Program: GENERAL LAND OFFICE

GrantWorks delivers highly specialized grant administration and management services to help public and private sector clients achieve wide-ranging infrastructure resilience and modernization goals. Today, with a national network of local experts, we continue our mission to develop meaningful partnerships to:

- Solve complex infrastructure challenges
- Improve public service
- Foster community development
- Build stronger, smarter, and more resilient communities

The General Land Office's Resilient Communities Program (RCP) is now available to cities and counties affected by the 2015 and 2016 Floods and Hurricane Harvey. **There is no match for the program, but it requires plan and ordinance adoption.**

GrantWorks is unrivaled in Texas as a grant administration and planning firm and would be honored to develop a plan for you that consolidates community needs into an effective tool to help foster a sustainable and thriving community.

## Planning Key Leaders



**Carlos Beceiro**  
VP of Planning  
[carlosb@grantworks.net](mailto:carlosb@grantworks.net)



**Danielle Rojas**  
Director of Planning  
[danielle@grantworks.net](mailto:danielle@grantworks.net)



855-420-4444  
Corp. HQ | 2201 Northland Drive  
Austin, TX 78756  
New York Office | 45 Rockefeller Plaza,  
Suite 2000 | New York, NY 10111



# At the heart of everything we do is our mission to deliver sustainable, cost-effective solutions to support resilient communities.

Our core focus on grant writing and administration services, coupled with our subject matter experts, makes the GrantWorks Team your ideal partner. We have a proven record of delivering results ahead of time and under budget to expedite the successful design and delivery of your critical projects.



**TECHNICAL  
ADVISORY  
SUPPORT**



**COMPREHENSIVE  
GRANT  
MANAGEMENT  
SERVICES**



**ACCELERATED  
PROJECT  
TIMELINES**

## Comprehensive Planning

GrantWorks is prepared to assist cities with application preparation, development of the planning process and associated planning documents, and grant contract compliance for the RCP.

### The Comprehensive Plan must meet the following Performance Requirements:

- The plan must be forward-looking and integrated with a Hazard Mitigation Plan, if one exists.
- It must identify local hazard risks and explain how it mitigates against those risks.

### The plan must include:

- **Population Study**
- **Housing Study**
- **Land Use Study/Plan**
- **Zoning Ordinance**
- **Infrastructure Study**
- **Capital Improvement Plan**

## GLO RCP Additional Details

- Program participants receive professionally researched and produced planning reports uniquely tailored to local conditions and needs.
- The grant limit is \$300,000 and activities include the development of a Comprehensive Plan and Zoning Ordinance. Funds available until fully expended.
- Each study is accompanied by full color mapping in both paper and digital formats.
- Adoption of approved Comprehensive Plan and Zoning Ordinance will be complete within 24 months of grant award.



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## AGENDA ITEM 2



**Agenda Commentary**  
**Meeting Date: September 28, 2023**

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Department: Administration

Contact: Amanda DeGan, City Administrator

**Agenda Item: Hilltop Presentation to Discuss Bond Programs and Options for Funding**

---

Type of Item: ☐ Ordinance ☐ Resolution ☐ Contract/Agreement ☐ Public Hearing  
☐ Plat ☒ Discussion & Direction ☐ Other

---

**Summary:**

- The City of Rhode also uses a financial advisor to assist us in managing any debt issued on behalf of the community.
  - The financial advisor team will be at the meeting to discuss current and future options for Rhode.
- 

Funding Expected: ☐ Revenue ☐ Expenditure ☐ N/A

Budgeted Item: ☐ Yes ☐ No ☐ N/A

GL Account: \_\_\_\_\_ Amount: \_\_\_\_\_

Legal Review Required: ☐ Yes ☐ No Date Completed: \_\_\_\_\_

Engineering Review: ☐ FD Review: ☐ PD Review: ☐ PW Review: ☐

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**History / Details / Recommendation:**

A presentation will be given to Council at the meeting.

# ISSUING MUNICIPAL DEBT IN TEXAS



John Martin and Michael Martin  
Hilltop Securities  
[john.martin@hilltopsecurities.com](mailto:john.martin@hilltopsecurities.com)  
[michael.martin@hilltopsecurities.com](mailto:michael.martin@hilltopsecurities.com)



# COMMON MUNICIPAL DEBT IN TEXAS

## Types of Debt Obligations Issued by Cities

- GENERAL OBLIGATION BONDS
  - Voted; secured by ad valorem taxes
- CERTIFICATES OF OBLIGATION
  - Unvoted; secured by ad valorem taxes (and revenues)
- TAX NOTES
  - Unvoted; secured by ad valorem taxes
- UTILITY SYSTEM REVENUE BONDS
  - Unvoted; secured by enterprise revenues (water, sewer, drainage, electric, etc)
- Others beyond today's discussion: Contract Revenue Bonds; Assessment Revenue Bonds; HOT bonds; Sales Tax Bonds; etc.



# COMMON MUNICIPAL DEBT IN TEXAS

## General Overview of Debt Obligations Issued by Cities

	General Obligation Bonds	Certificates of Obligation	Tax Notes	Utility System Revenue Bonds
Public Approval	Bond Election (only in May or Nov.)	Council Approval of Notice of Intent	None Required	None Required
Security/Pledge	Taxes Only	Taxes and/or Revenues	Taxes and/or Revenues	Utility System Revenues Only
Other Considerations	Longer issuance process & pricier due to election; some financing restrictions if proposition fails	Subject to Petition by 5% of Registered Voters	Maximum Maturity of 7 Years	Coverage Requirements, Additional Bonds Test, Debt Service Reserve Fund
Ratings	Highest Rated Credit for a City Based on Ad Valorem Tax Pledge			Typically 1 to 2 Notches Lower than a City's Tax Credit

# TYPES OF MUNICIPAL DEBT IN TEXAS

## Considering Which Debt to Utilize

### TAX NOTES

- Ch. 1431, Texas Government Code:
- Single city council meeting required; approximate issuance timing is 45 days
- Purposes include: (a) the construction of a public work; (b) the purchase of materials, supplies, equipment, machinery, buildings, lands, and rights-of-way for the issuer's authorized needs and purposes; (c) a professional service, including a service by a tax appraisal engineer, engineer, architect, attorney, mapmaker, auditor, financial advisor, or fiscal agent; (d) operating or current expenses; or (e) the issuer's cumulative cash flow deficit
- Maximum maturity of seven years (Notes issued for purposes in (a), (b) and (c) can be refinanced for a longer term.

# TYPES OF MUNICIPAL DEBT IN TEXAS

## Considering Which Debt to Utilize

### **CERTIFICATES OF OBLIGATION** (Subchapter C of Ch. 271, Texas Local Government Code)

- Two city council meetings required; approximate issuance timing is 90 days
- Council approves “notice of intent to issue COs” which is published twice and posted on city website 46 days before CO approval by council
- No election requirement (which reduces costs of issuance) unless City receives petition signed by at least 5% of its qualified voters
- Purposes include: (a) construction of any public work; (b) purchase of materials, supplies, equipment, machinery, buildings, land, and rights-of-way for authorized needs and purposes; or (c) payment of contractual obligations for professional services, including services provided by tax appraisers, engineers, architects, attorneys, map makers, auditors, financial advisors, and fiscal agents
  - Note: HB1869 does not limit the types of projects that can be financed with COs, but rather limits the portion of the tax rate that can be considered on the I&S side of the tax rate calculation.
  - HB1869 requires that certain projects financed with non-voted debt, like COs, requires the repayment be made through M&O and subject to “rollback” or “tax caps”
    - Example: COs may be issued to finance a convention center, but if ad valorem tax is the source of repayment, must be repaid from the M&O side and not I&S side; therefore, subject to the tax cap computation
- Maximum maturity of forty years
- Secured by ad valorem taxes (requires revenue pledge to be able to sell the COs for cash except for limited circumstances)
- Cannot issue COs for the same purpose that was voted down by the voters within 3 years of the issuance of the certificates



# TYPES OF MUNICIPAL DEBT IN TEXAS

## Considering Which Debt to Utilize

### GENERAL OBLIGATION BONDS

- Ch . 1251, Texas Government Code, relating to Bond Elections; other statutes authorize issuance of general obligation bonds for variety of purposes:
- Bond Election required – may be only held on a May or November uniform election date
- Ballot must state:
  - plain language description of the single specific purposes for the bonds;
  - the total principal amount of the bonds; and
  - that taxes sufficient to pay the bonds will be imposed.
- Two or more separate and distinct propositions cannot be combined into one and submitted to the voters as a single question “so as to have one expression of the voter answer all of them”
- Each single specific purpose must be printed on the ballot as a separate proposition.
- A proposition may include as a specific purpose one or more structures or improvements serving the substantially same purpose and may include related improvements and equipment necessary to accomplish the specific purpose
- Maximum maturity of 40 years

# TYPES OF MUNICIPAL DEBT IN TEXAS

## Considering Which Debt to Utilize

### UTILITY SYSTEM REVENUE BONDS

- Authorized by various chapters throughout Texas Government Code
- Purposes include capital improvements and repairs for that enterprise system
- Revenue Bonds contain the most restrictive bond covenants
  - Additional Bond Tests
  - Reserve Fund Covenants
  - Flow-of-Funds Covenants
  - Rate Covenants
  - Insurance Coverage Requirements
- Rating usually lower than tax-supported debt, resulting in higher interest rates

# VOTED VS NON-VOTED?

- Political Coverage / Political Ideology of City Council
  - i.e. Do you “let the voters decide” or is the City Council elected to represent the people in these decisions?
  - What happens if a critical project, like Public Safety, is voted down?
- Year after year, Texas Legislature is pushing increasingly harder for ALL debt to be voted
- You may not have a choice but to submit bonds to voters
  - Economic Development Projects (typically stadiums, amusement venues, etc.)
  - Tex. Const. Art. III, Sec. 52-a: “...the legislature may provide for the creation of programs and the making of loans and grants of public money...for the public purposes of development and diversification of the economy of the state.... Any bonds or other obligations of a county, municipality, or other political subdivision of the state that are issued for the purpose of making loans or grants in connection with a program authorized by the legislature under this section and that are payable from ad valorem taxes must be approved by a vote of the majority of the registered voters of the county, municipality, or political subdivision voting on the issue.”
  - H.B. 1869 (2021 Reg. Leg. Sess.)
- Typically non-voted debt is issued for “health, safety and welfare” projects. Or, financing “needs” rather than “wants”
- CO Petition (bundling of projects)

# HOW MUCH DEBT SOLD BY TEXAS CITIES IS VOTER APPROVED?

According to the Municipal Advisory Council of Texas, Texas cities issued debt in 2021 as follows:

- Total number of ALL issues sold by Texas cities: 674
  - Total **Voted** debt sold by Texas cities: 42
  - % of **Voted** debt sold to total number of issues: 6.23%
- Total dollar volume ALL of issues sold by Texas cities: \$16,731,968,678
  - Dollar volume of **Voted** debt sold by Texas cities: \$1,213,685,000
  - % of **Voted** debt sold to total dollar volume: 7.25%

# HB 1869 IN BRIEF

## 2021 Reg. Leg. Session

- HB 1869 tightens up what can be financed with “debt” secured with ad valorem taxes
- “Debt service” payments *not exempt from 1869* are included on the M&O side “No New Revenue Rate” when calculating the voter approval tax rate.
- Exceptions:
  - Voted Debt
  - Self-supporting debt
  - Loan under State (e.g., TWDB) or Federal (e.g., USDA RUS) program
  - Designated Infrastructure
  - Refunding Bonds
  - Emergency Borrowing
  - Renovating, improving or equipping existing buildings or facilities
  - Vehicles or equipment
  - Project located in a TIRZ

# HB 1869 IN BRIEF

## “Designated Infrastructure”

- streets, roads, highways, bridges, sidewalks, parks, landfills, parking structures, or airports
- telecommunications, wireless communications, information technology systems, applications, hardware, or software
- cybersecurity
- any utility system, water supply project, water plant, wastewater plant, water and wastewater distribution or conveyance facility, wharf, dock, or flood control and drainage project
- police stations, fire stations, or other public safety facilities, jails, juvenile detention facilities, or judicial facilities and any facilities that are physically attached to these facilities
- as part of any school district
- as part of any hospital district created by general or special law that includes a teaching hospital

# HB 1869 IN BRIEF

## “Self-Supporting Debt”

- The portion of the [bonds] designated by the governing body of a political subdivision as being repaid from a source other than property taxes
- This is not tested at time of issuance
- Tested during each budget cycle
- Can apply any other source of revenues

# Calendar Bond Election

<b>February 5, 2023</b>	First day for City Council to adopt an ordinance calling for a Bond Election
<b>February 17, 2023</b>	Last day to call bond election
<b>April 6, 2023</b>	Last day to register to vote
<b>April 24, 2023</b>	First day of early voting (times and locations)
<b>May 2, 2023</b>	Last day of early voting
<b>May 6, 2023</b>	Election day





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## AGENDA ITEM 3



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# AGENDA ITEM 4



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## AGENDA ITEM 5



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---

# AGENDA ITEM 6



**Agenda Commentary**  
**Meeting Date: September 28, 2023**

Department: Administration

Contact: Amanda DeGan, City Administrator

**Agenda Item: American Rescue Plan Act (ARPA) Overview and Future Fund Allocations**

---

Type of Item:	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Public Hearing
	<input type="checkbox"/> Plat	<input checked="" type="checkbox"/> Discussion & Direction		<input type="checkbox"/> Other

---

**Summary:**

- American Rescue Plan Act (2021) is a federal program that offers \$350 billion to help states, counties, and tribal governments to cover increased expenditures, replenish lost revenue, and mitigate economic harm from COVID – 19.
- As a city under 50,000 population (Non-Entitlement Units of Local Government/NEU) the City of Rhome was allocated \$457,165.
- The ARPA funds were disbursed in batch form; the first one was in August of 2021 and the second one was in August of 2022.
- Rhome currently has approximately \$200K that needs to be committed by the end of this calendar year.

---

Funding Expected:	<input type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
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Budgeted Item:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
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GL Account:	Amount:
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Legal Review Required:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date Completed:
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Engineering Review:	<input type="checkbox"/> FD Review:	<input type="checkbox"/> PD Review:	<input type="checkbox"/> PW Review:
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**History / Details / Recommendation:**

As of now, we have expended approximately \$213,250 of the funds we have received on the following:

1. OpenGov - Cloud conversion and Financial Software Package	\$130,737.50
2. Communication Equip for Fire & Police Department	\$32,850.74
3. Professional Services (CPA)	\$4,725.00
4. Professional Services (Grantworks)	\$25,500.00
5. DVD Blu Ray Duplicator Robot	\$9,725.00
6. Fire Truck Repair	\$30,000.00
7. Professional Services (Audit CPA)	\$12,000.00
8. Professional Services (Audit ClearREC CPA)	<u>\$10,000.00</u>
	\$201,626.76

In talking with our grant administrator, GrantWorks, we have an additional \$200,000 (approx.) that needs to be committed to purchases by December 31, 2023. These funds may be used for “government services”, which has been taken to mean items the government needs to function. Many cities have used

the funds for hardware/software for operations, equipment purchases, construction fees, infrastructure, etc.

As this is not an ongoing revenue source, Staff would recommend that Council allocate the funds to one-time project expenditures that do not have a significant year to year upkeep on expenditures as it would then need to be absorbed into the general operating budget for the City.

Projects Council may want to consider:

#### Facilities

- Building upgrades at the Senior Center, Fire, Public Works, or Police Department

#### Public Works Projects

- I/I reduction for West Wastewater Treatment Plant
- Water Well Disinfection Conversion
- FM 3433 Disinfection Booster
- Public Works Road Repair Equipment
- Public Works Cover for New Backhoe/Front End Loader
- Repair to Ground Storage Water Tanks
- Various well repairs to water system
- New Water Well

#### Technology

- Technology Upgrades for out-of-date equipment (mainly desktops/laptops)
- Technology Upgrade for cybersecurity enhancements (\$16K – approx. then \$17K per year for licenses, support)
- Reimburse GF for previous technology expenditures (approx. \$12K spent)

#### Professional Services

- CPA – Accounting Assistance (\$10K)

#### Police Department

- Eight (8) Axion in-car Video Cameras (\$100K over five years)
- Twelve (12) body worn cameras (\$50K over five years)
- Records Management Software (\$15K per year)
- Handheld Ticket Writers
- Automatic License Plate Readers (\$20K per year)
- Twelve (12) patrol rifles (\$18K)
- Two (2) Stalker Lidar Units (\$5,200)

#### Fire Department

- Repair of existing apparatus (\$30K)
- Modular Building Purchase/Rental (lease or purchase)
- Hose and Nozzle Replacement (\$24K)
- Extraction Tools for Accidents (\$32K)
- Pump & Roll Truck (\$375K)
- Commercial Cab Engine (\$500K)
- Purchase of new fire engine (\$625K)

**From:** [William Bass](#)  
**To:** [City Administrator](#)  
**Subject:** Re: GrantWorks: Further ARPA Projects Decision  
**Date:** Wednesday, May 24, 2023 2:14:40 PM

---

Hi Amanda,

Absolutely, since the passage of the "final rule" from the treasury in regards to how the federal government is requiring the ARPA funds to be spent, they have allowed all recipients to use up to \$10 million of whatever their total allocation is on the expenditure category "6.1 government services".

The treasury doesn't define what "government services" are, it just defines what it isn't. The funds can't be spent on debts, settlements, repayments, or put into a savings account. Basically a "government service" is just anything that the city need or uses to function (software, hardware, equipment, construction, infrastructure, etc.), so there is no real limitation on what the funds can be spent on, as long as they are being spent on something.

#### **Treasuries definition of "Government Service"**

Pg. 259 of the [Final Rule](#):

Treasury Response: Treasury continues to believe that the lists of activities that either are or are not providing government services are accurate but is clarifying here that, generally speaking, services provided by the recipient governments are "government services" under the interim final rule and final rule, unless Treasury has stated otherwise. Government services 260 include, but are not limited to, maintenance or pay-go funded building300 of infrastructure, including roads; modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire, and other public safety services. The aforementioned list of government services is not exclusive. However, recipients should be mindful that other restrictions may apply, including those articulated in the section Restrictions on Use. In the final rule, Treasury is maintaining the limitations on government services included in the interim final rule and has addressed and responded to public commenters on these issues in the section Restrictions on Use.

Were looking at \$244,411.61 left to expend.

Best,

William



| 2201 Northland Drive, Austin, Texas 78756 | [www.grantworks.net](http://www.grantworks.net)

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**From:** City Administrator <[cityadministrator@cityofrhome.com](mailto:cityadministrator@cityofrhome.com)>

**Sent:** Wednesday, May 24, 2023 12:13 PM

**To:** William Bass <[william.bass@grantworks.net](mailto:william.bass@grantworks.net)>

**Subject:** RE: GrantWorks: Further ARPA Projects Decision

Hello William,

Would you refresh my memory on how we can spend this money?

Thank you,

Amanda

---

**From:** William Bass <[william.bass@grantworks.net](mailto:william.bass@grantworks.net)>

**Sent:** Monday, May 22, 2023 10:21 AM

**To:** City Administrator <[cityadministrator@cityofrhome.com](mailto:cityadministrator@cityofrhome.com)>

**Subject:** Re: GrantWorks: Further ARPA Projects Decision

Hi Amanda,

I hope your weekend was well!

I was just following up with you to see if the city had an opportunity to decide on the use of its remaining ARPA allocation.

We're looking at \$244,411.61 left to expend.

Best,

William





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# AGENDA ITEM 7

**CITY OF RHOME, TEXAS**  
*Proclamation*  
**OF RECOGNITION OF  
FIRE PREVENTION WEEK**  
**COOKING SAFETY STATES WITH YOU. PAY ATTENTION TO FIRE PREVENTION™**  
**OCTOBER 8-14, 2023**

**WHEREAS**, the City of Rhome, Texas is committed to ensuring the safety and security of all those living in and visiting our community; and,

**WHEREAS**, the occurrence of a fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and,

**WHEREAS**, home fires killed more than 2,800 people in the United States in 2021, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 338,000 home fires; and,

**WHEREAS**, cooking is the leading cause of home fires in the United States and fire departments responded to more than 166,400 annually between 2016 and 2020; and,

**WHEREAS**, two of every five home fires start in the kitchen with 31% of these fires resulting from unattended cooking; and,

**WHEREAS**, more than half of reported non-fatal home cooking fire injuries occurred when the victims tried to fight the fire themselves; and,

**WHEREAS**, children under five face a higher risk of non-fire burns associated with cooking than being burned in a cooking fire; and,

**WHEREAS**, Rhome, Texas residents should turn pot handles toward the back of the stove; always keep a lid nearby when cooking; keep a three-foot kid-free zone around the stove, oven, and other things that could get hot; watch what they heat; and set a timer to remind them that they are cooking; and,

**WHEREAS**, residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and,

**WHEREAS**, working smoke alarms cut the risk of dying in reported home fires almost in half; and,

**WHEREAS**, Rhome, Texas first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and,

**WHEREAS**, Rhome, Texas residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and,

**WHEREAS**, the 2023 Fire Prevention Week<sup>TM</sup> theme, “Cooking safety starts with YOU. Pay attention to fire prevention<sup>TM</sup>,” effectively serves to remind us to stay alert and use caution when cooking to reduce the risk of kitchen fires.

**THEREFORE**, I, Patricia Mitchell, Mayor of Rhome, Texas do hereby proclaim October 8–14, 2023, as Fire Prevention Week throughout this state, and I urge all the people of Rhome to check their kitchens for fire hazards and use safe cooking practices during Fire Prevention Week 2023, and to support the many public safety activities and efforts of Rhome fire and emergency services.

[SEAL]

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Patricia Mitchell,  
Mayor



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# AGENDA ITEM 8



**Agenda Commentary**  
**Meeting Date: September 28, 2023**

Department: Administration

Contact: Amanda DeGan, City Administrator

**Agenda Item: Approval of an Ordinance to ratify the tax rate for the 23-24 fiscal year.**

Type of Item: ☒ Ordinance ☐ Resolution ☐ Contract/Agreement ☐ Public Hearing  
☐ Plat ☐ Discussion & Direction ☐ Other

**Summary:**

- As part of the process to adopt a tax rate, we have customarily ratified the rate at the meeting after the role call vote to set the rate.
- Council voted to keep the ad valorem tax rate for the next fiscal year at the same rate as the prior year.
- By law, we must adopt the budget prior to setting/adopting the tax rate, which was done at the September 14, 2023, meeting.

Funding Expected: ☐ Revenue ☐ Expenditure ☐ N/A

Budgeted Item: ☐ Yes ☐ No ☐ N/A

GL Account: \_\_\_\_\_ Amount: \_\_\_\_\_

Legal Review Required: ☐ Yes ☐ No Date Completed: \_\_\_\_\_

Engineering Review: ☐ FD Review: ☐ PD Review: ☐ PW Review: ☐

**History / Details / Recommendation:**

Per the required State law (Texas LGC 102.006) a public hearing was held on September 14, 2023, and a record vote was taken to set the ad valorem tax rate for the next fiscal year. The decision was to leave the rate at the same number as the prior fiscal year. The ad valorem tax rate of \$.437815 would be comprised of approximately \$.314890 in a maintenance and operations (M&O) funding rate and \$.122925 in interest and sinking fund (I&S debt rate) to pay for outstanding bonds that the City has issued. The rate for this year would be a reduction in the I&S rate of approximately \$.089708 for the coming fiscal year and would raise the M&O portion by the same amount for our daily operations. The additional funds generated in M&O would be reserved or restricted for the use of infrastructure or roadway projects in the coming year.

The current agenda item would be to ratify the ad valorem tax rate through the adoption of an Ordinance.

**CITY OF RHOME, TEXAS  
ORDINANCE 2022-18**

**AN ORDINANCE OF THE CITY OF RHOME, TEXAS, AFFIXING AND LEVYING MUNICIPAL AD VALOREM TAXES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023 AT THE RATE OF \$0.437815 PER ONE HUNDRED DOLLARS (\$100.00), AND FOR EACH YEAR THEREAFTER UNTIL OTHERWISE PROVIDED, ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF RHOME TO PROVIDE REVENUES FOR THE PAYMENT OF CURRENT EXPENSES AND ALL OUTSTANDING DEBTS OF THE CITY; DIRECTING THE ASSESSMENT THEREOF; PROVIDING FOR DUE DATES AND DELINQUENT DATES FOR PAYMENT OF TAXES TOGETHER WITH PENALTIES AND INTEREST THEREON; APPROVING THE TAX ROLLS; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR SAVINGS AND SEVERABILITY CLAUSES AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Rhome, Texas is a Type A general-law municipality located in Wise County, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, the City Council of the City of Rhome, Texas (hereinafter referred to as the City) hereby finds that the tax for the fiscal year beginning October 1, 2022, and ending September 30, 2023, levied for current expenses of the City and the general improvements of the City and its property, must be levied to provide the revenue requirement for the budget for the ensuing year; and

**WHEREAS**, the City Council has approved by a separate Ordinance adopted on the 8th day of September 2022 the budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023; and

**WHEREAS**, the City has published all notices required by law; and

**WHEREAS**, pursuant to Section 26.05 of the Texas Tax Code, the City Council held a public hearing concerning the proposed tax rate on September 8, 2022 and all statutory and constitutional requirements concerning the levying and assessing of ad valorem taxes have been completed in due and correct time; and

**WHEREAS**, the City Council has approved separately each of the two components of the tax rate set forth.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RHOME, TEXAS.**

**SECTION 1.** All of the above premises are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.

**SECTION 2.** The real and personal property tax appraisal rolls as certified by the Chief Appraiser of the Wise County Appraisal District to the City Council for the 2022-2023 tax year are hereby accepted.

**SECTION 3.** There is hereby levied and ordered to be assessed and collected for the fiscal year beginning October 1, 2022, and ending September 30, 2023, and for each fiscal year thereafter until it be otherwise provided and ordained, on all taxable property, real, personal, and mixed, situated within the corporate limits of the City of Rhome, Texas, and not exempt from taxation by the constitution of the State of Texas and valid state laws, an ad valorem tax rate of **\$0.437815** on each One Hundred Dollars (\$100.00) assessed value of taxable property, which tax rate is apportioned and distributed as follows:

- A. For the purpose of defraying the current maintenance and operation expenses of the City (General Fund), a tax of **\$0.225182** on each One Hundred Dollars (\$100.00) assessed value of all taxable property.
- B. For the purpose of creating a Debt Service Fund to pay the interest and principle on all outstanding indebtedness, a tax of **\$0.212633** on each One Hundred Dollars (\$100.00) assessed value of all taxable property within the City, which shall be applied to the payment of such interest and maturities of all outstanding bonded indebtedness.

**TOTAL tax rate: \$0.437815**

**SECTION 4. THIS TAX RATE WILL RAISE LESS TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S RATE.**

**SECTION 5. THE TAX RATE WILL RAISE MORE REVENUE BY 9.67 PERCENT AND WILL LOWER TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$32.04**

**SECTION 6.** All ad valorem taxes shall become due and payable on October 1, 2022, and all ad valorem taxes for the year shall become delinquent after January 31, 2023. There shall be no discount for payment of taxes prior to January 31, 2023. Payment of such taxes shall be due in one full installment except as otherwise required by law. A delinquent tax shall incur all penalty and interest authorized by State Law, Section 33.01 of the Texas Tax Code.

**SECTION 7.** Taxes herein levied and uncollected as of January 31, 2023, shall be a first and prior lien against the property, which lien shall be superior and prior to all other liens.

**SECTION 8.** Taxes are payable at the offices of the County Tax Assessor-Collector. The County shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

**SECTION 9.** Pursuant to the authority granted by Section 33.07 of the Texas Tax Code, in the event that taxes herein levied become delinquent on or after February 1 but not later than May 31 of the year in which they become delinquent, and in the event such delinquent taxes are referred to an attorney for collection, an additional amount of twenty percent (20%) of the total amount of tax, penalty and interest then due shall be added as collection costs to be paid by the taxpayer, for all taxes delinquent on or after July 1, 2023.

**SECTION 10.** Pursuant to the authority granted by Section 33.08 of the Texas Tax Code, the City further provides that all 2022 taxes and taxes for all subsequent years that become delinquent on or after June 1 of the year in which they become delinquent shall, in order to defray the costs of collection, incur an additional 20% of the delinquent tax, penalty and interest.

**SECTION 11.** Any and all ordinances, resolutions, rules, regulations, policies, or provisions inconsistent or in conflict with the provisions of this ordinance are hereby expressly repealed and rescinded to the extent of the inconsistency or conflict.

**SECTION 12.** It is hereby declared to be the intention of the City Council that if any of the phrases, clauses, sentences, paragraphs and sections of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clauses, sentence, paragraph or section.

**SECTION 13.** The necessity of fixing and levying municipal ad valorem taxes of the City for the next fiscal year is required by laws of the States of Texas, requires that this ordinance shall take effect immediately from and after its passage, and it is accordingly so ordained.

**SECTION 14.** All rights or remedies of the City under previous ordinances are expressly saved as to penalties for liabilities for any delinquencies and penalties for prior years and under prior ordinances of the City, and such delinquencies and penalties owed shall not be affected by this Ordinance but may be collected through any remedy available under law.



**PASSED AND APPROVED** by the City Council of the City of Rhome, Texas, this the 8th day of September 2022 by a record vote of:

	<u><b>Aye</b></u>	<u><b>Nay</b></u>	<u><b>Abstention</b></u>
Josh McCabe, Mayor Pro Tem, Place 1	<u>Aye</u>	<u></u>	<u></u>
Michelle Tye, Council Member, Place 2	<u>Aye</u>	<u></u>	<u></u>
Elaine Priest, Council Member, Place 3	<u>Aye</u>	<u></u>	<u></u>
Kathy Konegni, Council Member, Place 4	<u>Aye</u>	<u></u>	<u></u>
Patrick Meehan, Council Member, Place 5	<u>Aye</u>	<u></u>	<u></u>

\_\_\_\_\_  
Patricia Mitchell,  
Mayor

[SEAL]

ATTEST:

\_\_\_\_\_  
Shaina Odom,  
City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Carvan E. Adkins,  
City Attorney



Physical Address: 501 South Main Street

Mailing Address: PO Box 228

Rhode, Texas 76078

Telephone: 817-636-2462 | Metro: 817-638-2758

[www.cityofrhode.com](http://www.cityofrhode.com) [cityadministrator@cityofrhode.com](mailto:cityadministrator@cityofrhode.com)

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## AGENDA ITEM 9



**Agenda Commentary**  
**Meeting Date: September 28, 2023**

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Department: Administration

Contact: Amanda DeGan, City Administrator

**Agenda Item: Wise County Appraisal District Board of Directors Nominations**

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Type of Item: ☐ Ordinance ☐ Resolution ☐ Contract/Agreement ☐ Public Hearing  
☐ Plat ☒ Discussion & Direction ☐ Other

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**Summary:**

- Staff received notice that it was time for the taxing units within the Appraisal Districts service area to submit nominations for the 2024 Board of Directors positions.
- As part of this process, Staff have placed this item on the agenda for any nominations Council would like to discuss or submit for this board.

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Funding Expected: ☐ Revenue ☐ Expenditure ☐ N/A

Budgeted Item: ☐ Yes ☐ No ☐ N/A

GL Account: \_\_\_\_\_ Amount: \_\_\_\_\_

Legal Review Required: ☐ Yes ☐ No Date Completed: \_\_\_\_\_

Engineering Review: ☐ FD Review: ☐ PD Review: ☐ PW Review: ☐

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**History / Details / Recommendation:**

The City of Rhome may submit up to five (5) candidates for nomination for one of the five (5) seats on the appraisal districts board. The nominations must be submitted prior to October 30, 2023, and must be submitted by resolution. Please see the attached letter for additional information.

The City of Boyd has submitted a person from their Municipal Development District (MDD) as a potential Board member and Staff has received a request to support their recommendation. This does not preclude Rhome from submitting a nominee for the Board position, as well.

# Wise County Appraisal District

400 East Business 380 Decatur, Texas 76234

Phone 940-627-3081 Fax 940-627-5187

Deidra Deaton , RPA, RTA, CCA  
Interim Chief Appraiser

Board of Directors  
Ray Cook, Jr. - Chairperson  
Bill Lewis – Vice Chairperson  
Noel Ruddick  
Karen Schluter  
Kenneth Shepherd, Jr.  
Monte Shaw

August 16, 2023

TO: Taxing Entities:

Subject: 2024 Board of Director Election

It is time for the taxing units in Wise County to submit name for nominations for the Wise County Appraisal District Board of Directors. These Directors will serve two (2) year terms beginning January 1, 2024.

Each voting unit may nominate by resolution adopted by its governing body one candidate for each position to be filled. Therefore, each voting unit may nominate up to five (5) candidates.

The presiding officer of the governing body of the taxing unit shall submit the name(s) of the unit's nominations to the Chief Appraiser before October 15, 2023. Before October 30, 2023 the Chief Appraiser shall prepare a ballot according to the candidate's surname, and shall deliver a copy to the presiding officer of the governing body of each taxing unit that is entitled to vote.

The governing body of each taxing unit that is entitled to vote shall determine its vote by resolution and submit it to the Chief Appraiser before December 15, 2023. Voting entitlement is determined by Texas Property Tax Code Section 6.03(d). The Chief Appraiser shall count the votes, declare the five candidates who receive the largest cumulative vote totals elected and submit the results before December 31, 2023 to each taxing unit in the district and to the candidates. The Chief Appraiser shall resolve a tie vote by any method of chance.

Please see the attached page showing the number of votes for each taxing unit.

As always if you have any questions or comments do not hesitate to call.

Thank you,



Deidra Deaton  
Interim Chief Appraiser  
940-627-3081, ext. 116  
D.deaton@wisecad.net

WISE COUNTY APPRAISAL DISTRICT  
2024 Board of Director Election

TAXING UNIT	2022 LEVY	Total % of Levy	2024 VOTES
Alvord ISD (Wise County)	\$5,810,790	3.3002%	165
Azle ISD (Wise County)	\$843,811	0.4792%	24
Boyd ISD	\$11,170,544	6.3442%	317
Bridgeport ISD	\$18,933,408	10.7531%	538
Chico ISD	\$9,659,429	5.4860%	274
Decatur ISD	\$36,065,203	20.4829%	1024
Jacksboro ISD (Wise County)	\$419,961	0.2385%	12
Krum ISD (Wise County)	\$92,276	0.0524%	3
Northwest ISD (Wise County)	\$21,976,152	12.4812%	624
Paradise ISD	\$9,028,731	5.1278%	256
Poolville ISD (Wise County)	\$1,456,879	0.8274%	41
Springtown ISD (Wise County)	\$3,662,430	2.0800%	104
Slidell ISD (Wise County)	\$3,183,382	1.8080%	90
City of Alvord	\$494,575	0.2809%	14
City of Aurora	\$405,391	0.2302%	12
City of Boyd	\$1,250,226	0.7101%	36
City of Bridgeport	\$3,346,028	1.9003%	95
City of Chico	\$327,688	0.1861%	9
City of Decatur	\$6,653,430	3.7788%	189
City of Ft Worth (Wise County)	\$16,774	0.0095%	0
City of Lake Bridgeport	\$139,359	0.0791%	4
City of Newark	\$394,321	0.2240%	11
City of New Fairview	\$594,429	0.3376%	17
City of Paradise	\$231,991	0.1318%	7
City of Rhome	\$962,019	0.5464%	27
City of Runaway Bay	\$1,141,760	0.6485%	32
Wise County	\$37,074,835	21.0564%	1053
Emergency Services #1	\$373,822	0.2123%	11
Emergency Services #2	\$364,670	0.2071%	10
<b>TOTALS</b>	<b>\$176,074,314</b>	<b>100.0000%</b>	<b>5000</b>

# BOARD OF DIRECTORS GENERAL FUNCTIONS POLICY AND PROCEDURES

1.04

The board of directors has the following primary responsibilities.

Establish the appraisal district's appraisal office;

Adopt the appraisal districts annual operating budget;

Hire a chief appraiser;

Hire a taxpayer liaison officer (districts in counties having a population of over 80,000)

Appoint appraisal review board members; and

Make general policy on the appraisal district's operation.

## BOARD OF DIRECTORS STATUORY FUNCTIONS

The board must establish an appraisal office in the county in which the district is established. Branch offices may be created outside the county for the convenience of persons living outside the county, but must be located inside the appraisal district. (sec. 6.05 (a))

The board of directors has the power to approve or disapprove the request of a taxing unit that lies in two or more counties to be served only in that appraisal district. (Sec. 6.02 (b))

The board is responsible for notifying all taxing units of a vacancy on the board and for selecting replacement from nominees submitted. (Sec. 6.03 (1))

The board may change the number of directors or method of selecting directors, or both, if all voting units agree. (Sec. 6.031 (a))

The board elects from its members a chairman and secretary at its first meeting of the calendar year. (Sec. 6.04 (a))

The board may contract with another appraisal office or taxing unit in the district to perform the appraisal districts duties. (Sec. 6.05 (b))

The Board must appoint the chief appraiser. (Sec 6.05))

In appraisal districts located in counties having population of more than 80,000 the board must appoint a taxpayer liaison officer. (Sec. 6.052 (a))

The board must provide certain written policies. (Sec 6.04 (d), (e), (f), and (g))

The board must adopt an annual budget before September 15, after holding a public hearing and meeting all requirements of the code. (Sec. 6.06 (b))

The board must give public notice of the budget and budget hearing by publishing a budget summary in a newspaper of general circulation in the appraisal district at least 10 days before the public hearing on the budget. (Sec. 6.062)

The board may amend the approved operating budget after giving notice to taxing units. (Sec. 6 (c))

The board must adopt a new budget within 30 days after its budget if disapproved by the taxing units (Sec.6.06 (b))

The board may authorize the chief appraiser to disburse appraisal district funds. (Sec 6.06 (f))

The board must, through the chief appraiser, refund any unencumbered surplus of taxing unit funds paid in during the year or credit each taxing unit's budget allocations for the next fiscal year. If a taxing unit that participate-in the appraisal district in the prior year is not participation in the district in the year a surplus is to be allocated, the board must refund the proportionate surplus amount to the taxing unit within 150 days after the end of the fiscal year. (Sec 6.06 (j))



The board must give its advice and consent to the chief appraiser's appointment to the agricultural advisory board. (Sec. 6.12)

The board must comply with records retention laws for the preservation, microfilming, destruction or other disposition of records. (Sec. 6.12)

The board may change its fiscal year if three-fourths of the taxing units agree. (Sec 6.06 (i))

The board may adopt staggered terms if three-fourths of the taxing units agree. (Sec 6.034 (a))

The board of directors and the taxing unit's governing body must agree to an estimated budget allocation for new taxing units. (Sec. 6.06 (h))

The board may change the appraisal district's method of financing with the consent of all taxing units. (Sec 6.061 (a))

The board designates the district depository at least once every two years. (Sec 6.09 (c))

The board receives taxing unit's resolutions disapproving board actions. (Sec. 6.10)

The board must follow competitive bidding procedures for contracts requiring expenditure of more than \$5000.00 (Sec. 6.11 (a))

Through the Interlocal Cooperation Act the governing body of a taxing unit may contract with the board of directors to assess or collect taxes. (Sec. 6.24 (a))

The board of directors must appoint appraisal review board members and has the power to change the number of appraisal review board members. (Sec. 6.41 (b) and (d))

The board approves contracts with private appraisal firms to perform appraisal services subject to approval of the chief appraiser (Sec 25.01 (b))



The board of directors and chief appraiser must establish a plan for reappraising all real property in the district at least once every three years. (Sec. 25.18 (a) and (b))

The board may purchase or lease real property or construct improvements necessary to establish an appraisal office if approved by three-fourths of the voting taxing units. (Sec 6.051)

The board may convey real property owned by the district if approved by three-fourths of the voting taxing units and the proceeds are apportioned to the units according to the taxing unit's budget allocation. (Sec 6.051)

The board must have an annual financial audit conducted by an independent certified public accountant. A copy of the audit must be delivered to each voting taxing unit. (Sec 6.063)

The board of directors may, by resolution, prescribe that particular actions of the chief appraiser concerning appraisal district finances or administration are subject to board approval. (Sec 6.05 (f))

The board may approve the chief appraisers request to appeal an appraisal review board order to district court. (Sec 42.02)

The appraisal district (i.e., board of directors) may be sued by the taxing units to compel to comply with the provisions of the Property Tax Code, Comptroller rules, or other applicable law. (Sec 43.01)

**From:** [Deidra Deaton](#)  
**To:** [City Administrator](#)  
**Cc:** [Callie Hartsock](#)  
**Subject:** RE: Wise CAD 2024 Board of Director Election  
**Date:** Friday, September 22, 2023 3:40:01 PM  
**Attachments:** [image001.png](#)  
[BOARD OF DIRECTORS.pdf](#)

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Good afternoon,

I have attached the BOD's general functions that can be found on the Texas Comptrollers website. They will serve a two year term and we meet at least once a quarter. Please let me know if you need additional information.

Thank you,  
Deidra Deaton  
Wise CAD

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**From:** Callie Hartsock <C.Hartsock@wisecad.net>  
**Sent:** Friday, September 22, 2023 2:30 PM  
**To:** Deidra Deaton <D.Deaton@wisecad.net>  
**Subject:** FW: Wise CAD 2024 Board of Director Election

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**From:** City Administrator <[adegan@cityofrhome.com](mailto:adegan@cityofrhome.com)>  
**Sent:** Friday, September 22, 2023 2:29 PM  
**To:** Callie Hartsock <[C.Hartsock@wisecad.net](mailto:C.Hartsock@wisecad.net)>; Shaina Odom <[sodom@cityofrhome.com](mailto:sodom@cityofrhome.com)>; [RhymeMayor@cityofrhme.com](mailto:RhymeMayor@cityofrhme.com)  
**Subject:** RE: Wise CAD 2024 Board of Director Election

Hello Callie,

Our Council was wondering if you could shed some light on what the Board of Directors do for the Appraisal District and what is the time commitment for a person serving on the board? If you have any other information that could help them nominate a person who would be a good fit for the Board, that would be great!

Thank you,

*Amanda DeGan*

City Administrator  
City of Rhome, Texas  
(817) 636-2462



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**From:** Callie Hartsock <[C.Hartsock@wisecad.net](mailto:C.Hartsock@wisecad.net)>

**Sent:** Wednesday, August 16, 2023 3:15 PM

**To:** City Administrator <[adegan@cityofrhome.com](mailto:adegan@cityofrhome.com)>; Shaina Odom <[sodom@cityofrhome.com](mailto:sodom@cityofrhome.com)>;  
[RhomeMayor@cityofrhme.com](mailto:RhomeMayor@cityofrhme.com)

**Subject:** Wise CAD 2024 Board of Director Election

City of Rhome,

Please see the attached letter regarding the 2024 Board of Director Election for Wise County Appraisal District.

If you have any questions, please do not hesitate to call or email.

Thank you,  
Callie Hartsock  
Wise County Appraisal District  
400 E Business 380  
Decatur, TX 76234  
940-627-3081 Ext 117  
[C.Hartsock@wisecad.net](mailto:C.Hartsock@wisecad.net)

Clayton Brazelton  
208 S Agnew St.  
Boyd, TX 76023  
[eskotatexas@outlook.com](mailto:eskotatexas@outlook.com)

### OBJECTIVE

Wise County resident with over 37 years of experience in Texas Property Tax Appraisal and Texas Governmental accounting seeks to become a member of the Wise County Appraisal District Board of Directors.

### EDUCATION

Bachelor of Science in General Business – Tarleton State College, Stephenville, Texas

### PROFESSIONAL CERTIFICATION

Texas Property Tax Professional-Registered Professional Appraiser (Inactive)

### RELEVANT EXPERIENCE

#### **Lee County Appraisal District**

**Giddings, TX**

*Business Personal Property Tax Appraiser/Accountant/*

*Computer Assistant*

*09/2009-06/2017*

- Located and performed tax appraisals for business personal property located in the Appraisal District.
- Compiled and updated Business Personal Property cost index-depreciation schedules yearly.
- Responsible for all budgeted accounting for the Appraisal District using QuickBooks Pro.
- Responsible for purchasing new computer equipment and expanding the computer abilities of all employees.

#### **Tom Green County Appraisal District**

**San Angelo, TX**

*Property Tax Appraiser/Accountant*

*05/1990-08/2000*

- Performed tax appraisals for mobile homes, real estate, and business personal property located in the Appraisal District.
- Compiled tax appraisal schedules for mobile homes.
- Compiled and updated Business Personal Property cost index-depreciation schedules yearly.
- Converted budgeted accounting from manual system to computerized QuickBooks Pro.
- Responsible for all budgeted accounting for the Appraisal District using QuickBooks Pro.



**County Education District #9**

*Accountant*

**San Angelo, TX**

*01/1991-12/2002*

- Responsible for budgets, disbursements, and all accounting for the County Education District using QuickBooks Pro. The last two years of this accounting procedure was by contract.

**Runnels County Appraisal District**

*Chief Appraiser*

**Ballinger, TX**

*09/1980-04/1990*

- Established and organized the first Appraisal District for Runnels County.
- Prepared all budgets, maintained all accounting procedures, including payroll, all billing of taxing entities, and budget adjustments.
- Responsible for all employees and the appraisal of all property in the Appraisal District.
- Attended and made many presentations at Lions Club and Rotary Club functions throughout the entire county to inform as many citizens as possible as to the responsibilities and duties of the Appraisal District.
- Collected Taxes for Olfen Independent School District.

**Eula Independent School District**

*Business Manager-Tax Assessor/Collector*

**Rt. 1 Clyde, TX**

*07/1978-08/1980*

**Sundown Independent School District**

*Business Manager-Tax Assessor/Collector*

**Sundown, TX**

*07/1976-06/1978*

**Trent Independent School District**

*Business Manager-Tax Assessor/Collector*

**Trent, TX**

*04/1973-06/1976*

- Appraised all taxable property with the exception of mineral property and oil company personal property and collected taxes for the school district.
- Maintained all accounting procedures, including payroll and accounts payable.
- Assisted School Superintendent in preparing yearly budget.





Physical Address: 501 South Main Street

Mailing Address: PO Box 228

Rhome, Texas 76078

Telephone: 817-636-2462 | Metro: 817-638-2758

[www.cityofrhome.com](http://www.cityofrhome.com) [cityadministrator@cityofrhome.com](mailto:cityadministrator@cityofrhome.com)

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# AGENDA ITEM 10



**Agenda Commentary**  
**Meeting Date: September 28, 2023**

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Department: Administration  
Contact: Amanda DeGan, City Administrator  
**Agenda Item: Planning & Zoning Commission Appointments**

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Type of Item: ☐ Ordinance ☐ Resolution ☐ Contract/Agreement ☐ Public Hearing  
☐ Plat ☒ Discussion & Direction ☐ Other

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**Summary:**

- The City of Rhome has a Planning and Zoning Commission that serves as an advisory board to the City Council.
- The Commission is comprised of residents who have an interest in serving the community through this type of vital function – development and platting review, etc.
- The Commission is made up of one (1) chairperson, four (4) commissioner's seats, and two (2) alternative seats.

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Funding Expected: ☐ Revenue ☐ Expenditure ☐ N/A

Budgeted Item: ☐ Yes ☐ No ☐ N/A

GL Account: \_\_\_\_\_ Amount: \_\_\_\_\_

Legal Review Required: ☐ Yes ☐ No Date Completed: \_\_\_\_\_

Engineering Review: ☐ FD Review: ☐ PD Review: ☐ PW Review: ☐

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**History / Details / Recommendation:**

The Planning and Zoning Commission is in need of volunteers to serve on this board. There are two (2) Commissioner seats open and both of the alternate seats are open. The Commission generally meets once a month (on the first Monday) and their meeting calendar is based on the needs of the community. If there are no zoning cases pending, the meetings are cancelled until the following month.