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KENNEDALE CITY COUNCIL AGENDA

SPECIAL MEETING | AUGUST 10, 2021 AT 5:30 PM
CITY HALL COUNCIL CHAMBERS | 405 MUNICIPAL DRIVE, KENNEDALE, TX 76060

MEMBERS OF THE PUBLIC MAY JOIN IN PERSON OR
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THE VIRTUAL OPTION DOES NOT ALLOW FOR PUBLIC COMMENT

I. CALL TO ORDER

To address the City Council regarding an agenda item, submit a 'Request to Speak' form before the meeting begins. Speakers are allotted three (3) minutes, must limit their comments to the subject indicated on the form, and should address the Council as a whole, rather than individual Councilmembers or staff.

II. ROLL CALL

III. WORK SESSION

A. Discussion of FY2021-22 budget calendar and timeline

B. Overview of revenue projections and tax rate calculations from Finance Director Lakeita Sutton

C. Presentation by directors of budget overviews and new program requests for each department

IV. ADJOURNMENT

CERTIFICATION

I DO HEREBY CERTIFY THAT THE AUGUST 10, 2021 KENNEDALE CITY COUNCIL AGENDA WAS POSTED INSIDE THE MAIN ENTRANCE OF CITY HALL (405 MUNICIPAL DRIVE), IN A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES; AND THAT SAID AGENDA WAS POSTED AT LEAST SEVENTY-TWO (72) HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING, IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS GOVERNMENT CODE.

Leslie E. Galloway
LESLIE E. GALLOWAY, CITY SECRETARY

In compliance with the Americans with Disabilities Act (ADA), the City of Kennedale will provide for reasonable accommodations for persons attending meetings. This facility is wheelchair accessible and accessible parking spaces are available. Requests for sign interpreter services must be made forty-eight (48) hours prior to the meeting by calling 817-985-2104 or (TTY) 1-800-735-2989.

CREATED 3/6/2020 2:50 PM

POSTED _____ (DATE) _____ (TIME)

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STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCIL

MEETING DATE: AUGUST 10, 2021

AGENDA ITEM NUMBER: WORK SESSION ITEM III.A.

SUBJECT
Discussion of FY2021-22 budget calendar and timeline

ORIGINATED BY
Lakeita Sutton, Director of Finance and Information Technology

SUMMARY
A budget calendar is attached and includes the following meeting dates:

- Tuesday, August 17, at 5:30 p.m.: budget workshop during the regular meeting
- Tuesday, August 24, at 5:30 p.m.: budget workshop during a special meeting
- Tuesday, August 31, at 5:30 p.m.: budget workshop during a special meeting (if desired by the Council)
- Wednesday, September 15, at 5:30 p.m.: public hearing on the proposed budget and tax rate
- Tuesday, September 21, at 5:30 p.m.: budget approval and tax rate adoption

At this time, the Council may discuss desired changes to this schedule, if any.

RECOMMENDATION

ATTACHMENTS

1.	FY22 Budget Calendar	FY22 Budget Calendar.pdf

FY21-22 BUDGET CALENDAR

DATE	ENTITY	DESCRIPTION
May 24	City Staff	Finance distributes working budget documents to Directors
May 31	Tarrant Appraisal District (TAD)	Property owners have 30 days from notice or until May 31st (*whichever is later*) to protest
Jun 18	City Staff	Submit FY20–21 budget requests and new programs to Finance
Jul 15 - 28	City Staff	Submit budget requests and New Projects to City Manager; Meet with each Director to review submittals
Jul 25	TAD	Notification of preliminary values to all jurisdictions *(includes TIF reports)*
Aug 10	City Council and City Manager	BUDGET WORKSHOP AT 5:30 P.M.: Financial projections and all new program requests *(not yet approved by City Manager)* presented to the Council
Aug 13	City Manager and Finance Director	Prepare Budget Message
Aug 16	Finance Director and City Secretary	Prepare Proposed Budget books; File with City Secretary *File budget at least 31 days before tax levy;* *Budget shall be available for inspection in-person and online*
Aug 17	City Council	REGULAR MEETING: BUDGET WORKSHOP at 5:30 p.m. *Submit certified roll and calculations; Submit Proposed Budget; Discuss tax rate; Council may adopt a Resolution for placement of an Ordinance on the September 21, 2021 agenda to adopt a tax rate that may exceed the lower of the Voter Approval Tax Rate (VATR; previously the Rollback Rate) or the No New Revenue Rate (previously the Effective Tax Rate); and calling a Public Hearing for September 7, 2021*
Aug 24	City Council	SPECIAL MEETING: BUDGET WORKSHOP at 5:30 p.m. *Continue budgetary discussion; answer any questions from Council*
Aug 30	Newspaper of Record and Homepage of City Website	Publish Notices of Hearings (Budget & Tax Rate) *and* Notice of Property Tax Rates *Budget: Not earlier than 30th or later than the 10th day before hearing (LGC § 102.0065); Tax Rate Hearing: Five days' notice required; NOT legal /classified section; Must also post notice prominently on home page until public hearing is concluded. (Tax Code § 26.06(a)).*
Aug 31	City Council	SPECIAL MEETING: BUDGET WORKSHOP at 5:30 (if needed) *Continue budgetary discussion; answer any questions from Council*
Sep 1	TAD	Notification of supplemental/last certified roll to tax jurisdictions for billing and collection
Sep 15	City Council	SPECIAL SESSION: PUBLIC HEARING ON BUDGET at 5:30 p.m. *Not earlier than 15th day after proposed budget filed with City Secretary, but before tax rate vote; Public holiday or weekend not permitted; Quorum required; Council is required to take action on the proposed budget after the public hearing, even if that action is to postpone the final budget vote to a later date.* Also, PUBLIC HEARING ON TAX INCREASE *NEW: The governing body may vote on the proposed tax rate at the public hearing. If the governing body does not vote on the proposed tax rate at the public hearing, the governing body shall announce at the public hearing the date, time, and place of the meeting at which it will vote on the proposed tax rate (Tax Code § 26.06(d)). Council must approve the tax rate no later than 7 days after this public hearing.*
Sep 15	Finance	Submit tax rates to Tarrant County and TAD
Sep 21	City Council	REGULAR MEETING: APPROVE BUDGET (ORDINANCE), VOTE ON TAX RATE (ORDINANCE), AND RATIFY BUDGET *Vote must take place no later than the 7th day after the public hearing on the tax rate; Motion for tax rate requires special language[i]; Ordinance, budget cover, and website each require special language[**ii] in larger type; Vote on Tax Rate must be record vote and – although may be left blank going into meeting – must specify desired rate at time of Ordinance adoption; If a proposed tax rate exceeds the no-new-revenue tax rate, at least 60% of the governing body must vote in favor (Tax Code § 26.05(b)); Must adopt tax rate within sixty (60) days after certified roll is received or by September 30, whichever is earlier*
Sep 30	City Council	Last day to adopt budget
Oct 24	TDD Board	Approve tax assessment and levy

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STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCIL

MEETING DATE: AUGUST 10, 2021

AGENDA ITEM NUMBER: WORK SESSION ITEM III.B.

SUBJECT
Overview of revenue projections and tax rate calculations from Finance Director Lakeita Sutton

ORIGINATED BY
Lakeita Sutton, Director of Finance and Information Technology

SUMMARY
At this time, Finance Director Lakeita Sutton will provide the Council with a brief summary of the revenue projections and ad valorem (AV) tax rate calculation for FY21-22.

RECOMMENDATION

ATTACHMENTS

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STAFF REPORT
TO THE HONORABLE MAYOR AND CITY COUNCIL

MEETING DATE: AUGUST 10, 2021

AGENDA ITEM NUMBER: WORK SESSION ITEM III.C.

SUBJECT
Presentation by directors of budget overviews and new program requests for each department

ORIGINATED BY
Leslie E. Galloway, Interim City Manager

SUMMARY
At this time, directors will give brief presentations for their department(s) including but not limited to: 1) projected revenues, 2) projected expenditures (at current level of service), 3) staffing, 4) goals, 5) needs and/or new program or staffing requests.

Staff will be available to answer questions and, of course, input from the Council is appreciated as staff continues work to finalize the proposed FY2021-2022 Budget and the supporting tax rate.

RECOMMENDATION

ATTACHMENTS