



**CITY OF COLEMAN, TEXAS
CITY COUNCIL
Special Meeting Agenda**

The City Council of the City of Coleman, Texas will meet in session on Tuesday, August 2, 2022 at 5:15 p.m. in the Council Chambers of City Hall, 200 West Liveoak, Coleman, Texas. All items on the agenda are for possible discussion and action. Council may vote and/or act upon each of the items listed on this Agenda. One agenda item will be discussed at a time, in the order determined by the Mayor, unless logic and practical considerations allow similar topics to be considered together for purposes of convenience and efficiency. Consent items are considered to be non-controversial and will be voted on in one motion unless a council member asks for separate discussion. The City Council of the City of Coleman, Texas, reserves the right to meet in closed, executive session on any of the items listed below should the need arise and if authorized by Title 5, Chapter 551, of the Texas Government Code. You may watch the meeting from your computer, tablet or smartphone at: <http://cityofcolemantx.us/meetings/> or <https://facebook.com/CityofColemanTX/>.

1. Call to Order, Invocation, and Pledge of Allegiance to the Flags of the United States of America and the State of Texas.
2. Introductions, Announcements, and Recognitions
3. Items to be withdrawn
4. Citizen Presentations: Any citizen who desires to address the City Council on a matter not included on the agenda may do so at this time. The City Council may not deliberate on items presented under this agenda item. Presentations are subject to five (5) minutes for items not on the agenda. If you wish to speak to an item on the agenda, you will be allowed to speak when the council addresses the item. There is a (3) minute time limit for items on the agenda. The presiding officer (with the consent of a majority of the City Council) may grant additional time. To comply with the provisions of the Open Meetings Act, the Council respectfully requests that prior to addressing Council, that each person submit a Speaker Request Form stating your name, address, and topic of presentation. The form is located at the entryway to Council Chambers.
5. Delivery and submission of the City Manager's Fiscal Year 2021-2022 Revised City of Coleman Budget and Fiscal Year 2022-2023 Proposed City of Coleman Budget.

6. Consider and act upon setting the time and place of a public hearing on the Proposed City of Coleman Fiscal Year 2022-2023 Budget.
7. Consider and act upon setting the time and place of a public hearing on the tax rate for the City of Coleman Fiscal Year 2022-2023 Budget and causing publication of notice of public hearing.
8. Consider and act upon fixing dates and times of budget workshops for the Proposed Fiscal Year 2022-2023 City of Coleman Budget, if needed.
9. Adjournment

Certification

I certify that the above notice of meeting was posted at City Hall, 200 W. Liveoak, Coleman Texas, and on the City of Coleman internet website on Thursday, July 28, 2022 at 2:00 p.m. and remained so posted continuously for at least seventy-two (72) hours preceding the scheduled time of said meeting. I further certify that the media was properly notified. A list of those notified will be available upon request.



James King
ACM/City Secretary

Special Accommodations

The City of Coleman is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the City Secretary by calling 325-625-4116 or by going by 200 W. Liveoak, Coleman Texas during normal business hours at least (48) forty-eight hours in advance of the scheduled meeting.

City of Coleman
City Council
Agenda Memo



City Council Meeting Date: August 2, 2022
Department: Mayor/Council
Presented by:
Prepared by: James King, ACM/Assistant City Secretary

SUBJECT: Agenda Item No. 1

AGENDA ITEM:

Call to Order, Invocation, and Pledge of Allegiance to the Flags of the United States of America and the State of Texas.

The Pledge of Allegiance to the Flag of the United States of America:

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Should be rendered by standing at attention facing the flag with the right hand over the heart. When not in uniform men should remove any non-religious headdress with their right hand and hold it at the left shoulder, the hand being over the heart.

The Pledge of Allegiance to the Flag of the State of Texas:

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

The pledge of allegiance to the flag of the United States should be recited before the pledge of allegiance to the state flag if both are recited; should be rendered by standing at attention facing the flag with the right hand over the heart. When not in uniform men should remove any non-religious headdress with their right hand and hold it at the left shoulder, the hand being over the heart.

**City of Coleman
City Council
Agenda Memo**



City Council Meeting Date: August 2, 2022
Department: Mayor/Council
Presented by:
Prepared by: James King, ACM/Assistant City Secretary

SUBJECT: Agenda Item No. 4

AGENDA ITEM:

Citizen Presentations: Any citizen who desires to address the City Council on a matter not included on the agenda may do so at this time. The City Council may not deliberate on items presented under this agenda item. Presentations are subject to five (5) minutes for items not on the agenda. If you wish to speak to an item on the agenda, you will be allowed to speak when the council addresses the item. There is a (3) minute time limit for items on the agenda. The presiding officer (with the consent of a majority of the City Council) may grant additional time.

To comply with the provisions of the Open Meetings Act, the Council respectfully requests that prior to addressing Council, that each person submit a Speaker Request Form stating your name, address, and topic of presentation. The form is located at the entryway to Council Chambers.

The following are a few tips designed to help you understand the proceedings of the meeting. 'A citizen who has a request for city services or other items of concern, which cannot be approved or otherwise resolved by the City Manager, may choose to address the council. If you wish to address the City Council, please follow the suggestions listed below:

- Citizens who wish to address the City Council about items on the agenda which are scheduled for Council action will have three (3) minutes to express their position.
- All presentations and discussions should be directed to the City Council and all questions to the Mayor. Any complaints and/or discussion about individuals, personnel, Councilmembers, City staff, or other persons would be out of order and will not be heard by the City Council at this time. Charges or complaints about specific individuals shall be presented in writing to the City Manager. All complaints of this nature must be signed and dated by the individual filing the complaint and will be addressed pursuant to Coleman Personnel Policies.
- In the essence of time, presentations by individuals shall be limited to five (5) minutes for items not on the agenda. If you wish to speak to an item on the agenda, you will be allowed to speak when the Board addresses the item. There is a (3) minute time limit for items on the agenda. The presiding officer may grant additional time, with the consent of the Board.
- The Mayor (presiding officer) will ask for those wishing to address the Council to do so at the appropriate time. Please approach the speaker's stand, state your full name and address when you begin your remarks in order that the official minutes will record your appearance before the City Council, and discuss the topic of interest. If you have written notes you wish to present to the Mayor and Council,

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City Council Meeting Date: August 2, 2022
Department: Administration
Presented by: Diana Lopez, City Manager
Prepared by: James King, ACM/City Secretary

SUBJECT: Agenda Item No. 5

AGENDA ITEM:

Delivery and submission of the City Manager's Fiscal Year 2021-2022 Revised City of Coleman Budget and Fiscal Year 2022-2023 Proposed City of Coleman Budget.

RECOMMENDED MOTION:

There is no action to be taken on this item.

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City Council Meeting Date: August 2, 2022
Department: Administration
Presented by: Diana Lopez, City Manager
Prepared by: James King, ACM/ACS

SUBJECT: Agenda Item No. 6

AGENDA ITEM:

Consider and act upon setting the time and place of a public hearing on the Proposed City of Coleman Fiscal Year 2022-2023 Budget.

RECOMMENDED MOTION:

Move to set a public hearing on the Proposed City of Coleman FY 2022-2023 Budget for August 18th at 5:15 p.m.

NARRATIVE:

A budget calendar was submitted for discussion during the June 2, 2023, City Council Meeting. The calendar specifies the regular meeting on August 18th for a Public Hearing on the FY 2022-2023 Budget.

At the close of this Public Hearing, the Council must take action on the budget, either by voting to approve adoption of the budget, by voting to postpone the final budget vote.

Thursday	August 18, 2022	Regular Council meeting: (1) Budget public Hearing (must take some action on budget – either adoption of budget or vote to postpone the final budget vote; (2) Discussion of tax rate, Schedule public hearing if tax rate will exceed the no-new-revenue rate or schedule the meeting to adopt tax rate (if the tax rate does not exceed the no-new-revenue rate) and take vote for record on proposed tax rate.
Thursday	Sept. 1, 2022	Regular Council Meeting: hold public hearing on tax increase (if necessary);
Thursday	Sept. 8, 2022	Special Called Council meeting: (1) approve budget ordinance – 1 st reading; (2) approve tax rate ordinance – 1 st reading; (3) approve utility rate ordinance – 1 st reading if needed; (4) approve miscellaneous fee ordinance – 1 st reading if needed.
Thursday	Sept. 15, 2022	Regular Called Council meeting: Approve ordinances on 2 nd readings.

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City Council Meeting Date: August 2, 2022
Department: Administration
Presented by: Diana Lopez, City Manager
Prepared by: Diana Lopez, City Manager

SUBJECT: Agenda Item No. 7

AGENDA ITEM:

Consider and act upon setting the time and place of a public hearing on the tax rate for the City of Coleman Fiscal Year 2022-2023 Budget and causing publication of notice of public hearing.

RECOMMENDED MOTION:

NARRATIVE:

A budget calendar was submitted for discussion during the June 2, 2022, City Council Meeting. The calendar specifies the regular meeting on August 18th for discussion of the tax rate, and a decision to schedule a public hearing on the tax rate, if necessary, or schedule a meeting to adopt the tax rate by a record vote.

A public hearing on the tax rate is necessary if the rate for adoption is above the "No-New-Revenue" rate and/or the Voter Approval Rate.

Thursday	August 18, 2022	Regular Council meeting: (1) Budget public Hearing (must take some action on budget – either adoption of budget or vote to postpone the final budget vote; (2) Discussion of tax rate, Schedule public hearing if tax rate will exceed the no-new-revenue rate or schedule the meeting to adopt tax rate (if the tax rate does not exceed the no-new-revenue rate) and take vote for record on proposed tax rate.
Thursday	Sept. 1, 2022	Regular Council Meeting: hold public hearing on tax increase (if necessary);
Thursday	Sept. 8, 2022	Special Called Council meeting: (1) approve budget ordinance – 1 st reading; (2) approve tax rate ordinance – 1 st reading; (3) approve utility rate ordinance – 1 st reading if needed; (4) approve miscellaneous fee ordinance – 1 st reading if needed.
Thursday	Sept. 15, 2022	Regular Called Council meeting: Approve ordinances on 2 nd readings.

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City Council Meeting Date: August 2, 2022
Department: Administration
Presented by: Diana Lopez, City Manager
Prepared by: James King, ACM/Assistant City Secretary

SUBJECT: Agenda Item No. 8

AGENDA ITEM:

Consider and act upon fixing dates and times of budget workshops for the Proposed Fiscal Year 2022-2023 City of Coleman Budget, if needed.

RECOMMENDED MOTION:

(If necessary) Move to schedule a budget workshop for _____, at _____.

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City Council Meeting Date: August 2, 2022
Department: Mayor/Council
Presented by:
Prepared by: James King, ACM/Assistance City Secretary
SUBJECT: Agenda Item No. 9

AGENDA ITEM:
Adjournment