

## ORDINANCE NO. 841

**AN ORDINANCE OF THE CITY OF EVERMAN, TEXAS, AMENDING THE “CITY COUNCIL, BOARDS, COMMISSIONS, AND COMMITTEES RULES AND PROCEDURES,” LAST AMENDED BY ORDINANCE NO. 788, TO INCORPORATE NEW STATE LAW; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A CONFLICTS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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**WHEREAS**, the City Council of the City of Everman, Texas has previously adopted comprehensive Rules and Procedures governing the conduct of City Council meetings and the operations of boards, commissions, and committees, which were last amended by Ordinance No. 788 on September 6, 2022; and

**WHEREAS**, during the 89th Texas Legislative Session, several bills were passed into law that impose new obligations on municipalities regarding transparency, financial reporting, meeting notices, and board governance; and

**WHEREAS**, the City Council desires to amend its Rules and Procedures to ensure full compliance with state law and to promote transparency, accountability, and sound municipal governance;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS THAT :**

**SECTION 1.** Article 4 “General Rules of Procedure and Policies”, Section 4.3 “Meetings Shall be Public” of the City Council, Boards, Commissions, and Committees Rules and Procedures is hereby amended to read:

### **“4.3 Meetings Shall Be Public**

All meetings of the City Council, Boards, Commissions, and Committees shall be public and noticed in accordance with Chapter 551 of the Texas Government Code (Texas Open Meetings Act). Except in the case of an emergency meeting, a notice of all meetings shall be posted at least **three (3) business days** prior to the date of the scheduled meeting.

For any meeting where the City Council will deliberate or take action on the annual budget or tax rate, the posted agenda must include:

- (1) a link to the full proposed budget or a physical copy available at City Hall; and
- (2) a taxpayer impact statement that illustrates the change in taxes for the median-value home comparing the proposed tax rate to the no-new-revenue rate.”

**SECTION 2.** Article 6 “Agenda Order” of the City Council, Boards, Commissions and Committees Rules and Procedures is hereby amended by repealing and replacing in their entirety the first two paragraphs of that Article, which shall henceforth read in their entirety as follows:

The City Secretary shall prepare an agenda and cause the same to be posted a minimum of three business days prior to the date of the scheduled meeting. Agenda shall be delivered to the City Council, in the format requested by each Council member, on the day of posting, or within such other times as established by the City Council from time to time. In the event of an emergency meeting of the City Council, this provision shall be suspended when consistent with the provisions of federal or state law or the City Charter.

Council members may request an item to be included on a future agenda. For an item to be included, requests must be made by the Mayor or at least two members of the Council and submitted to the City Manager's Office at City Hall by 5:00 p.m. on the seventh (7<sup>th</sup>) business day preceding the date of the regular meeting. Business days do not include Saturdays, Sundays, federal, state, or City holidays, or other days that the City's administrative officers are unable to open due to extreme or extraordinary circumstances. The Council members requesting the agenda item shall be responsible for presentation of that item during the meeting. Any City staff assistance should be requested through the City Manager's office at the time of submission of the request for the agenda item."

**SECTION 3.** Article 6 "Agenda Order", Section 6.6 "Public Hearings" of the City Council, Boards, Commissions, and Committees Rules and Procedures is hereby amended by adding at the end of said Article 6.6 the following:

"When a statutorily required public hearing concerns the proposed budget or tax rate, the hearing shall include verbal reference to the published taxpayer impact statement and access to the proposed budget. The City Secretary shall ensure that both documents are posted online and linked in the meeting agenda."

**SECTION 4.** If any section, paragraph, clause, or provision of this Ordinance shall be held to be invalid or unconstitutional, for any reason, by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance.

**SECTION 5.** This Ordinance shall be cumulative of all provisions of ordinances of the City of Everman, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

**SECTION 6** This Ordinance shall take effect immediately upon its passage and publication as required by law. The City Secretary is hereby directed to update and republish the Rules and Procedures document to reflect the amendments made herein.

**DULY PASSED by the City Council of the City of Everman, Texas, on this the \_\_\_\_\_ day of \_\_\_\_\_ 2025.**

**APPROVED:**

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**Ray Richardson, Mayor**

**ATTEST:**

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Mindi Parks, City Secretary

**APPROVED AS TO FORM:**

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Victoria W. Thomas, City Attorney