



SHADY SHORES TOWN COUNCIL
WORKSESSION
JUNE 12, 2023; 6:00 PM
101 S.SHADY SHORES ROAD
SHADY SHORES, TX 76208

TO VIEW THE MEETING LIVE
<https://shadyshores.tx.civicclerk.com/>

CALL TO ORDER

ROLL CALL

Establish a quorum.

How the Tax rate is Determined- Review a power point describing the process used to determine the tax rate each year. **(Goal 4, Communicating Town Vision, and Goal 6 Revenue Generation)**

Bee City Affiliate- Conduct a worksession relative to Ordinances needed to update the current Code of Ordinances for compliance with the Bee City Affiliate Requirements. **(Goal 3 Greenspaces and Pathways, Goal 4. Communicating Town Vision)**

Building Permits and Permit Process- Conduct a worksession relative to Building Permits and the Permit Process. **(Goal 4. Communicating the Town's Vision)**

Building Permits and Permit Process- Conduct a worksession relative to Building Permits and the Permit Process. **(Goal 4. Communicating the Town's Vision)**

The Town Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed on this agenda, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney), 551.072 (Deliberation about Real Property), 551.073 (Deliberation about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.087 (Economic Development).

I, Wendy Withers, Town Administrator of the Town of Shady Shores do hereby certify that the above notice of the Regular Town Council Meeting was posted on the bulletin board at the Community Center, 101 S. Shady Shores Road, Shady Shores, Texas on 9th Day of June 2023, at 8:35 A.M.

Wendy Withers
Wendy Withers, Town Administrator



AGENDA MEMORANDUM

DATE: June 12, 2023

TO:

FROM: Wendy withers, Town Administrator

SUBJECT: **How the Tax rate is Determined- Review a power point describing the process used to determine the tax rate each year. (Goal 4, Communicating Town Vision, and Goal 6 Revenue Generation)**

BACKGROUND/INFORMATION:

Each year the Town of Shady Shores is charged with setting a budget and adopting a tax rate to fund the proposed budget. The appraisal process along with setting the tax rate can be a confusing process even for those who work with it on a daily basis. The intent of this power point is to help clarify the process and identify the town's powers in setting a tax rate for the maintenance and operation of the Town as well as a debt service rate to make payments on the certificates of obligation issued to construct roads and drainage improvements.

FINANCIAL IMPLICATIONS:

None; this is a discussion regarding the process used to set the tax rate each year.

RECOMMENDATION/ACTION DESIRED:

Review the PowerPoint and receive proposed changes from the Town Council for posting on the town's website.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. TOWN OF SHADY SHORES TAX RATE updated 03.24.2023

REVIEWED BY:

TOWN OF SHADY SHORES

Determining the Tax Rate



WHO DOES
WHAT?





APPRAISAL DISTRICT

- An **appraisal district** in each county, administered by a chief appraiser, appraises the value of your property each year. The appraisal district's board of directors hires the chief appraiser. Local taxing units elect the board directors and fund the appraisal district based on the amount of taxes levied in each taxing unit. For more information about your local appraisal process, please contact your county's appraisal district. The appraisal district can answer questions about exemptions and how your appraised value was determined.

Appraisal Review Board (ARB)

- ❖ A board of local citizens that hears disagreements between property owners and the appraisal district about the taxability and value of property. In counties with a population of 120,000 or more, members of the ARB are appointed by the local administrative district judge in the county in which the appraisal district is located. The board of directors appoints ARB members in all other counties. Protests concerning the appraised value of your property should be directed to your ARB. Your appraisal district can provide you with contact information for the ARB.





Local Taxing Unit

- ❖ **LOCAL TAXING UNIT**, including the school districts, counties, cities, junior colleges and special districts, decide how much money they must spend to provide public services. Property tax rates are set according to taxing unit budgets. Some taxing units have access to other revenue sources, such as a local sales tax. School districts must rely on the local property tax, in addition to state and federal funds.



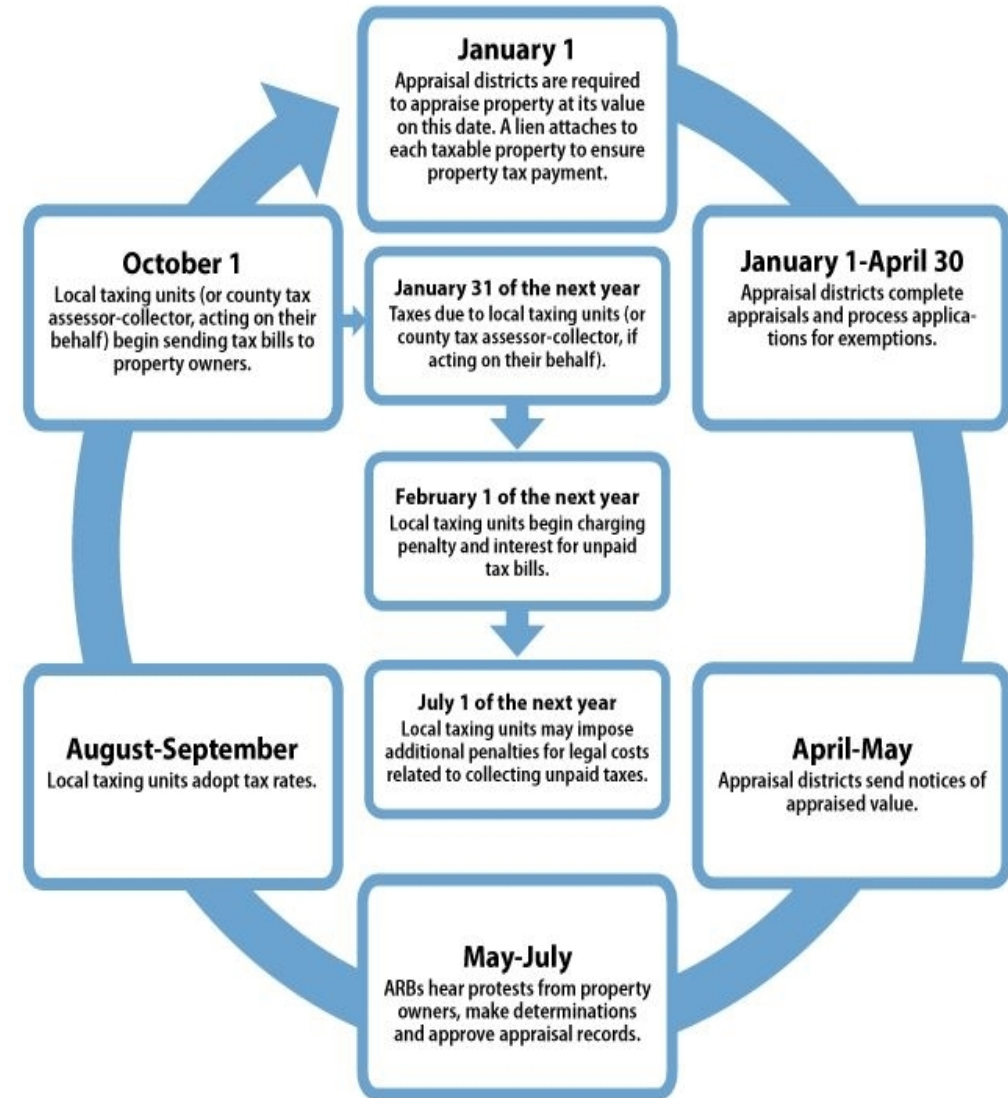
County Tax Accessor Collector

- ❖ The County Tax Accessor Collector is responsible for collecting all property taxes due in that county. The assessor-collector then transfers the appropriate amounts to each taxing unit. Although some taxing units may contract with an appraisal district to collect their taxes, the appraisal district does not levy a property tax. For information about local taxing unit budgets and tax rates, please contact the individual school district, county, city, junior college or special district.

- ◆ Whether residential or business, is responsible for paying taxes and has a reasonable expectation that the taxing process will be fairly administered. The property owner is also referred to as the **taxpayer**.

Property Owner

WHEN DO THEY DO IT?



Path of a Property Tax Dollar





HOW DOES THE CITY DETERMINE THE TAX RATE?



Certified Tax Roll

- ❖ Available on July 25th of each year
- ❖ Council uses values to determine the tax rate
- ❖ New construction is not part of the certified roll until the following year.

NO NEW REVENUE RATE

produces the same amount of taxes if applied to the same properties taxed in both years.⁷



No New Revenue Rate



Assessed Values Increase



Tax Rate Decreases

(a lower tax rate is used to collect the same amount of revenue as last year)



Voter Approval Rate

❖ The voter-approval tax rate is a calculated maximum rate allowed by law without voter approval. (3.5% increase) 39

❖ Includes M&O and Debt Service Rates

Summary of Property Tax Values and Tax Rates

Fiscal Year	Taxable Value Increase %		Average Home Value	M&O Rate	Average Property Tax
FY 2015	\$256,155,059	4%	\$255,030	0.314625	\$ 802
FY 2016	\$274,677,404	6%	\$271,005	0.314625	\$ 852
FY 2017	\$293,657,030	13%	\$306,648	0.314625	\$ 964
FY 2018	\$307,206,051	7%	\$310,497	0.314625	\$ 977
FY 2019	\$322,041,387	4.6%	\$324,997	0.321958	\$1,046
FY 2020	\$345,008,976	3.1%	\$347,410	0.321958	\$1,118
FY 2021	\$381,393,790	9.5%	\$358,493	0.321452	\$1,152

DID YOU KNOW?

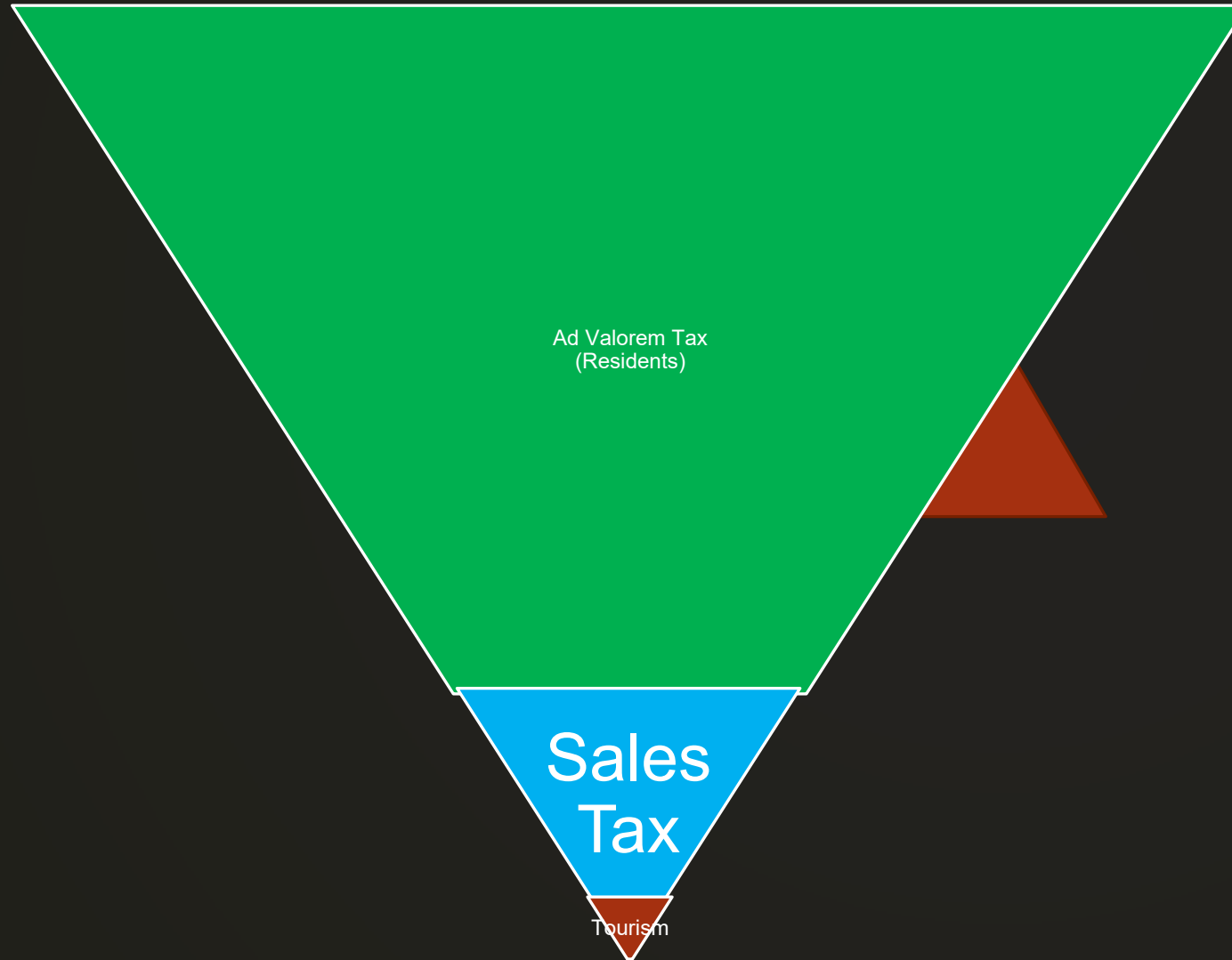
- **Local Taxing Units May not Raise the Tax Rate by more than 3.5% without voter approval.**
- *A taxing unit that adopts a tax rate greater than the voter-approval tax rate is required to hold an election on the next uniform election date.⁸ If the adopted rate is lower than the de minimis rate and greater than the voter-approval rate, the voters may petition for an election on the tax increase.⁹*
- **The dollar amount your property is appraised has a direct effect on the tax rate** (if appraisals go up, the amount of the local property tax rate decreases)



When setting the tax rate, Council must consider the following:

- ❖ Road and Drainage Projects
- ❖ Maintenance of City Facilities
- ❖ Staffing and Salaries
- ❖ Unfunded Mandates (passed down by the State or Federal government without funding attached)
- ❖ Equipment Replacement
- ❖ Other Revenue Sources (are there other funds available for budget purposes?)
- ❖ Special Elections
- ❖ Unknown Challenges (Covid is a good example of this)

Remember the triangle



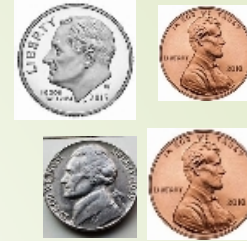
- ❖ Unlike most towns and cities, Shady Shores has no commercial revenue and therefore sales tax collections are minimal. In most communities, sales tax is generated to off-set the property tax rate.

How are my tax dollars spent in Shady Shores?





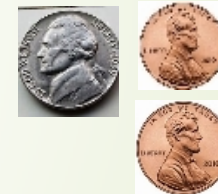
General Town Administration
.17 cents



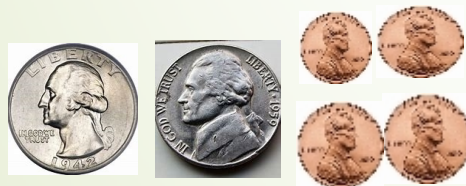
Solid Waste .10 cents



Engineering .07 cents



Public Safety .34 cents



Municipal
Court .03



Development
Services .04



Public Works .20
cents



Community Outreach
.05 cents



BUDGET CALENDAR PLANNER 2023-2024

Town of Shady Shores

PROJECT PHASE	STARTING	ENDING	PROJECT PHASE	STARTING	ENDING
BUDGET WORKSESSION	04/10/2023	04/10/2023	PUBLISH NOTICE OF TAX RATE	08/20/2023	
BUDGET WORKSESSION	05/08/2023		PUBLIC HEARING ON THE TAX RATE	09/11/2023	
BUDGET WORKSESSION	06/13/2023		ADOPT THE BUDGET	09/11/2023	
CERTIFIED APPRAISALS DUE	07/25/2023		ADOPT THE TAX RATE TO FUND THE BUDGET	09/11/2023	
BUDGET FILED WITH TOWN SECRETARY	08/01/2023		NEW FISCAL YEAR BEGINS	10/01/2023	
BUDGET WORKSESSION	08/07/2023				
TAX CALCULATIONS DUE	TBD	TBD			
PUBLISH NOTICE OF PUBLIC HEARING ON BUDGET	07/15/2023				
PUBLIC HEARING ON BUDGET	08/07/2023				

MAY							JUNE							JULY							AUGUST							SEPTEMBER						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
						1				1	2	3	4					0	1	2		1	2	3	4	5	6					1	2	3
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8	9	10	11	12	13	14	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
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22	23	24	25	26	27	28	26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30	
29	30	31												31																				

- Dates and times are subject to change pending the availability of information and a quorum of councilmembers.

ORDINANCE NO. _____

(Appointing the Keep Shady Shores Beautiful Committee as the Bee City USA; ; and modifying Section 2.01.009 or the code to provide regulations for Bee Keeping;)

AN ORDINANCE OF THE TOWN OF SHADY SHORES, TEXAS, AMENDING THE MUNICIPAL CODE OF THE TOWN OF SHADY SHORES, BY AMENDING SECTION 1.04.062.(f)(2) TO ADD SUBSECTION (iii) *Bee City USA Committee*; TO THE PROJECTS OF THE KEEP SHADY SHORES BEAUTIFUL COMMITTEE; AMENDING SEC. 2.01.009 REGARDING REGULATIONS FOR KEEPING BEES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the governing body of the Town of Shady Shores, in compliance with the laws of the State of Texas and the ordinances of the Town of Shady Shores, have given requisite notice, and in the exercise of its legislative discretion has concluded that the Municipal Code of Ordinances of the Town of Shady Shore should be amended to as described herein:

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SHADY SHORES, TEXAS:

SECTION 1. THIS ORDINANCE AMENDS THE PROVISIONS OF THE SHADY SHORES MUNICIPAL CODE OF ORDINANCES AS FOLLOWS

1. ADDING SUBSECTION 1.04.063. (f)(2)(A)(iii) Bee Keeping Committee.

The Keep Shady Shores Beautiful Committee is appointed by the City Council to serve as a Standing Bee City USA committee to advocate for pollinators in the Town. Guidelines for the Committee are set forth in Resolution No. 2023-05-833 of the Town of Shady Shores.

2. MODIFYING SECTION 2.01.009 Bee Keeping OF THE MUNICIPAL CODE AS FOLLOWS:

No person shall **keep bees** in such a manner as to deny the lawful use of adjacent property or to endanger the health and welfare of anyone in the town.

Adding

Section 2.01.009 A. Keeping of Bees. Those persons ("Bee Keepers") with hives on their property which provide a habitat for bees shall comply with the following regulations:

Honeybees may be kept if the following conditions are met:

- (1) All hives shall be located a minimum of fifty (50) feet from any inhabited dwelling other than that of the person keeping such bees.
- (2) There is an adequate source of water within twenty (20) feet of all hives.
- (3) Any hive contaminated with or known to have Africanized honeybees (killer bees) shall be destroyed by a qualified beekeeper at the owner's expense.
- (4) Adjacent neighbors must be notified that bees will be kept on your property; and
- (5) It shall be unlawful for any owner of any hive to maintain more than the prescribed number of hives on the chart below on any single parcel of property in a residential neighborhood.

EXPAND

.25 Acre	.3 Acre	.5 Acre	1 Acre
2 hives	3 hives	4 hives	5 hives
2 nucs	3 nucs	4 nucs	5 nucs

The total number of hives allowed is staggered according to the size of the parcel. An equal number of hives and nucs (nucleus colonies, or small honeybee colonies created from larger colonies) are allowed on the property with restriction. Nucs are allowed to be on the property for ninety (90) days before they must be removed.

(7) It shall be unlawful for any person to keep, or allow to be kept, bees in such a manner as to deny the reasonable use and enjoyment of adjacent property or endanger the personal health, safety, and welfare of the inhabitants of the Town.

SECTION 2. Severability. That should any word, phrase, paragraph, section or portion of this ordinance be held to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining portions of the ordinance shall not be affected thereby, and each such illegal, invalid or unenforceable word, phrase, paragraph, section or portion shall not affect the ordinance as a whole.

SECTION 3. Repealer. That all provisions of the ordinances of the Town of Shady Shores in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the Town of Shady

Shores not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 4. Effective Date. This Ordinance shall take effect upon passage and approval, as the law in such cases provides.

ADOPTED this _____ day of _____, 2023, by the Shady Shores Town Council.

APPROVED:

Cindy Aughinbaugh, Mayor

ATTEST:

Wendy Withers, Town Secretary

APPROVED AS TO FORM:

James E. Shepherd, Town Attorney



AGENDA MEMORANDUM

DATE: June 12, 2023
TO: Town Council
FROM: Wendy withers, Town Administrator
SUBJECT: **Building Permits and Permit Process- Conduct a worksession relative to Building Permits and the Permit Process. (Goal 4. Communicating the Town's Vision)**

BACKGROUND/INFORMATION:

The Town of Shady shores has adopted various Building Code regulations to maintain a safe and healthy built environment for residents. The Building Codes adopted by the Town set the standard for structures within the community for construction, maintenance and occupancy. At a minimum, the Building Codes set forth basic requirements that safeguard the health, safety and welfare of all residents and building occupants. Building Codes also offer the following benefits to residents and cities:

1. **BUILDINGS CODES PROTECT**-Building codes protect you from a wide range of hazards – whether it is by implementing safe wiring, fire prevention, or stronger structural integrity. When a community has up-to-date building codes in place, they are more protected against these hazards.
2. **BUILDING CODES WORK**- In the study [Building Codes Save](#), an analysis shows that, over a 20-year period, cities and counties with modern building codes have avoided at least \$132 billion in losses from natural disasters. This is based on a comparison of jurisdictions without modern building codes. In addition, to the money saved, property damage is reduced. This means that immeasurable losses are also avoided, such as the stress of temporary relocation, lost income, and community disruption.
3. **BUILDING CODES ARE ALWAYS IMPROVING**-You can trust that a building built to the latest codes will keep up with the latest findings and advances in technology. Built on a solid foundation of decades of construction knowledge and experience, model building codes are updated every three years and incorporate new information such as results of post-disaster research. When a community adopts code updates, it involves a range of stakeholders who prioritize public health and safety with affordability in mind. In addition, there is an increased desire for sustainability and climate adaptation.
4. **BUILDING CODES LEVEL THE PLAYING FIELD**-Building codes set common, minimum design and construction requirements across communities that result in improved construction quality, consistent permitting, and strong code enforcement. When neighboring communities follow and enforce the same rules, it makes it easier for smaller communities to work together through [mutual aid agreements](#) to enforce the code.
5. **BUILDING CODES HELP YOUR COMMUNITY**-Implementing building codes can save a community money in reduced insurance premiums, lower bond ratings, and can help when applying for federal grant funds. For example, FEMA's Hazard Mitigation Assistance grant programs provide funding for activities that reduce disaster losses and protect life and property from disaster damage. If your community is looking to adopt or improve their building code, they can apply for funds to help implement building code changes.

The Town of Shady Shores strives to keep up to date with the latest building codes and follow those recommendations when issuing and implementing building permits and developing standards within the Town of Shady Shores. One of the staff goals has been to update the building permit process and provide resident education and communication for understanding about what projects may need a building permit.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Worksession- no recommendation **This worksession item meets Goal 4. Communicating the Town's Vision**

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Permit Types and Inspections

REVIEWED BY:

Description**Types of Building****Accessory Structure Permit**

Loafing Shed Permit
Detached Garage
Small Accessory Structure

Hangar

Large Accessory Structure
Agricultural Structure

New Residence Permit

New Home Construction

Plumbing Permit

Hot Water Heater
Sprinkler Systems
Gas Leaks
Above Ground Propane

Electrical Permits

Solar Panels
HVAC Permits
Electrical Work (meter change out; wiring changes)

Individual Permits

Culvert Permit
Retaining Wall Permit
Fence Permit
Demo Permit

Water Well Permit

Swimming Pool Permit

In-Ground Pool Permit
Above Ground Pool
Spa
Pool Renovation Permit

Outdoor Structures

Permits Inspections Needed**Optional**

plan/site plan; framing

plan/site plan; framing

plan/site plan; framing

electrical; plumbing ; foundation

electrical; plumbing ; foundation

plan/site plan; framing

electrical; plumbing ; foundation; engineering;

drainage; approach flatwork; HVAC

plan/site plan; framing

electrical; plumbing ; foundation; engineering;

drainage; approach flatwork; HVAC

plan/site plan; framing

brick ties, siding,

plan/site plan; framing

brick ties

electrical; plumbing ; foundation

backflow permit; sprinkler permit

energy

fence permit

CSI

Sheathing; Roof Inspection

Culvert Permit; driveway approach

plumbing permit

plumbing (sprinkler backflow)

plumbing permit

site plan; electrical, final

site plan; electrical, final

site plan; electrical, final

engineering review, site plan

if over 4' engineering review; site plan

if more than 25% or new, site plan, final

demolishing a building;

electrical; plumbing; plan review; debris removal

site plan; engineering review,

LCMUA approval, final; council

site plan; engineer review, deck

steel, plumbing, electrical; belly

site plan; plan review

plumbing; electrical

site plan; electrical; plumbing, final

site plan

plumbing; electrical

Description**Types of Building**

Outdoor Kitchen Permit
 Patio Cover Permit
 Patio Permit
 Patio/Gazebo Permit
 Patio/Gazebo w/slab/electric Permit

Remodel and Addition Permit

Window Replacements
 Addition square footage added
 Structural walls moved
 Electrical
 Major Plumbing Renovations (not just faucet c

Septic Permits

Septic Permit
 Septic Repair (additional lateral lines) Permit

Permits Inspections Needed

Site plan, electrical, plumbing, final

site plan, framing; framing

site plan, framing; framing

site plan, framing; framing

site plan, framing; framing

plan review; final inspection

plan review; final inspection

plan review; final inspection

plan review; final inspection

plan review; final inspection

site plan, sanitarian review; denton county filing

site plan, sanitarian review

Optional

electrical foundation

electrical, foundation

electrical foundation

electric foundation