

ORDINANCE NO. 14

AN ORDINANCE FIXING THE FISCAL YEAR FOR THE TOWN OF MAGNOLIA FOR ACCOUNTING AND BUDGETING PURPOSES; FIXING THE ASSESSMENT YEAR FOR TAX PURPOSES; PROVIDING FOR THE RENDITION OF PROPERTY FOR TAXATION, THE TIME, MANNER AND PROCEDURE OF PAYING TAXES ON PROPERTY; PROVIDING THE DUTIES OF THE CITY ASSESSOR AND COLLECTOR; PROVIDING PENALTIES AND INTEREST FOR DELINQUENT TAXES.

BE IT ORDAINED BY THE CITY COUNCIL OF THE TOWN OF MAGNOLIA, TEXAS:

SECTION 1. The fiscal year for accounting and budgeting purposes of the Town of Magnolia, shall begin on the 1st day of October of each calendar year and shall terminate on the 30th day of September of the next succeeding calendar year.

SECTION 2. The assessment year for tax purposes of the Town of Magnolia shall begin on the 1st day of January of each calendar year.

SECTION 3. (a) Each person, partnership, and corporation owning property within the limits of the Town of Magnolia shall, between January 1st and April 1st of each calendar year, hand to the city assessor and collector a full and complete sworn inventory of the property possessed or controlled by him, her or them within said limits of the said City on the 1st day of January of each calendar year.

(b) All renditions of property subject to taxation by the city shall be made to the tax assessor and collector at the offices of such assessor and collector on forms or blanks furnished by the city. Such renditions shall be verified by proper oath administered by the assessor and collector or other officer authorized by law to administer such oath. The assessor and collector is hereby authorized to administer the required oaths verifying such renditions.

(c) It shall be the duty of the assessor and collector to receive such renditions on the blanks or forms approved and furnished by the city and to see that all property included in such rendition is properly listed as to description and that the valuation is properly entered by the person rendering the same and that the rendition is properly verified by the oath prescribed on the rendition blank.

SECTION 4. At the expiration of the time fixed for the rendition of property subject to taxation by the city, the assessor and collector shall ascertain such property in the city subject to taxation as has not been rendered and he shall list the same to the owners of such property as known or as unknown, in case he cannot, by diligent inquiry, ascertain the owner thereof, on appropriate forms or blanks furnished by the city, and the same shall be presented by him to the board of equalization for valuation by the board. Such lists, when the valuations thereon have been fixed by the board of equalization, shall have the full effect of and be a legal assessment of the property therein listed, as fully and effectively as though rendered by the owner.

SECTION 5. Whenever the assessor and collector shall ascertain that any taxable property on which the city is entitled to collect taxes has not been assessed for any previous year or years, the same shall be assessed in a supplemental roll to be kept in his office for such purpose at the same rate and for such valuation as such property should have been assessed, with a proper description of the property and a reasonable valuation thereon. Such assessment by the assessor and collector shall be deemed a legal assessment as fully and to all intents and purposes as though such property had been assessed by the owner thereof for such year, and the taxes thereon shall be collected in the same manner as other assessments.

SECTION 6. (a) It shall be the duty of the tax assessor and collector to prepare and keep tax rolls for the city.

(b) When the tax lists and assessments have been equalized and approved by the equalization board, the assessor collector shall prepare from such lists and complete the tax rolls for the city as follows:

- (1) A roll known as the rendered roll shall be made up from the assessment list rendered to the assessor and collector by the owners or representatives of the owners of the property lists therein.
- (2) A roll known as the unrendered roll shall be made up from the lists of unrendered property, including property assessed by the assessor and collector as unknown.

(c) The rolls provided for above shall designate the names and addresses of the owners of such property, if known to the assessor and collector, an adequate description of such property and the amount of taxes assessed thereon extended as to each item for which such taxes are levied.

(d) The tax rolls shall be completed and certified to by the assessor and collector and presented to the city council for approval on or before the first day of October of the year for which such taxes are assessed and shall be kept in a well bound book. The rendered roll and the unrendered roll shall be compiled and prepared separately but may be bound in the same volume if deemed advisable by the assessor and collector.

SECTION 7. City taxes levied by the governing body of the Town of Magnolia, Texas, each year shall become due on the first day of October of the year for which the levy is made and may be paid up to and including the following January 31st, without penalty, but if not so paid such taxes shall become delinquent on the following day, February 1st, and the following penalty shall be payable thereon, to-wit: if paid during the month of February, on percent (1%); during the month of March, two percent (2%); April, three percent (3%); May, four percent (4%); June, five percent (5%); and on and after the first day of July, eight percent (8%). Such unpaid taxes shall bear interest at the rate of six percent (6%) per annum from February 1st of the year next succeeding the year for which such taxes were levied or assessed. It will not be necessary for the tax assessor and collector to enter upon the tax lists or delinquent tax rolls penalties, interest or costs that may accrue against any property by reason of delinquency, but in each and every instance all such penalties, interest and costs shall be and remain a statutory charge against such property with the same force and effect as if entered on such rolls, and the assessor and collector shall calculate and charge all penalties, interest and costs on all delinquent tax statements or delinquent tax receipts issued by him.

SECTION 8. It shall be the duty of the tax assessor and collector, as of the first day of February of each year for which any city taxes for the preceding year remain unpaid, to make up a list of the lands and other property on which any taxes for such preceding year are delinquent, charging against the same all unpaid taxes against the owner thereof as shown on the rolls for such year and to make and prepare and complete such lists and to enter and extend the same in a book known as the delinquent tax roll, such delinquent taxes to be itemized and extended in the same manner as in the original tax rolls.

The delinquent taxes taken from the rendered roll and the delinquent taxes taken from the unrendered roll shall be compiled separately but may be bound in the same volume.

SECTION 9. It shall be the duty of the assessor and collector to complete the delinquent tax roll, to properly certify to the same and to present the same to the city council for approval on or before the first day of July next following the year for which such taxes are assessed. The city council shall examine such roll and, if found satisfactory, approve the same. In the event such delinquent roll is found by the city council to be incorrect or incomplete, it shall be returned to the assessor and collector for correction and, when completed and corrected by the assessor and collector submitted for approval by the city council.

PASSED AND APPROVED the 24th day of February, 1970

APPROVED:

Cedric C. Smith
Mayor

ATTEST:

Lois J. Simms
Secretary