



# TOWN COUNCIL COMMUNICATION

---

**DATE:** May 12, 2026

**FROM:** Kirk Riggs, Town Administrator

**AGENDA ITEM:** Consider an Ordinance amending the removal procedures for members of the Town's Boards, Commissions and Committees by creating Section 1.04.004 and amending Sections 1.04.032, of the Town of Bartonville Code of Ordinances.

---

**SUMMARY:**

The purpose of this memorandum is to present a proposed revision to Chapter 1, General Provisions, Article 1.04, Boards, Commissions, and Committees of the Town's Code of Ordinances concerning member appointments, terms, and removal. The revision is intended to simplify existing language and clarify the removal process by allowing the Town Council to remove members by a majority vote and eliminating the requirement for a public hearing and written cause for all boards and commissions, except for the Board of Adjustment.

The removal process for the Board of Adjustment is governed by state law, specifically Local Government Code Section 211.008(b), which provides that a member may be removed only for cause, as determined by the appointing authority, based on a written charge and after a public hearing.

Overall, the proposed amendments are intended to create a more efficient and streamlined process while preserving Town Council oversight.

**FISCAL INFORMATION:** N/A

**RECOMMENDED MOTION OR ACTION:**

Motion to approve an Ordinance amending the removal procedures for members of the Town's Boards, Commissions and Committees by creating Section 1.04.004 and amending Sections 1.04.032, of the Town of Bartonville Code of Ordinances as presented.

**ATTACHMENTS:**

- DRAFT Ordinance