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## City Council Regular Meeting

**DEPARTMENT:** City Secretary's Office  
**FROM:** Amanda Campos, City Secretary  
**MEETING:** January 9, 2023

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**SUBJECT:**

Consider approval of an ordinance amending the City of Burleson code of ordinances Chapters 2, 6, 10, 18, 44, 46, 62, and 86 amending the number of voting members and terms of members. (First Reading) (*Staff Presenter: Amanda Campos, City Secretary*)

**SUMMARY:**

The city council reviewed and discussed the current structure of all the city's boards, commissions, and committees with the goal in mind to increase community participation. The review covered the number of members, the qualifications, total number of existing boards, commissions, and committee, the term limits, and the absence rule.

The city council agreed the number of members appointed to each board, commission, and committee should be increased to 9 voting members. The qualifications, the absence rule, and number of existing boards, commissions, and committees should remain unchanged.

The city council agreed the term limits should be modified by changing the current term limits from 3 full terms to 2 full terms for all boards, commissions, and committee except the planning and zoning commission and youth members. The proposed amendments would change 3 full 3 year terms to 2 full 3 year terms. The planning and zoning commission terms will remain unchanged and continue to be 3 full 3 year terms. All youth member terms would change to a 1 year term with no term limits.

The transition of the these changes will be as follows:

1. Each current term of all member of all boards, commissions, and committee would remain the same as they currently are.
2. Term limits will effect members when their current term is over and under review and consideration for re-appointment.
3. The number of members will increase to 9 voting members after final approval of the ordinance (January 23, 2023) and required publication of ordinance in both a newspaper and website. Would suggest council provide for a publication date of April 1, 2023 to allow time to appoint members to the vacancies created by added numbers.

Example:

All boards except Planning & Zoning commission

Board member A current term of appointment is 2021-2024 and it is their first appointment. In 2024 if the member would like to continue to serve they would be eligible to serve another term (3 more years). Their next term would be 2024-2027 and would be their last term to serve. This would be a total of 6 years of service on that board.

Board member B current term of appointment is 2021-2024 and it is their 2<sup>nd</sup> appointment. In 2024 this member would not be able to serve another term on this board because the new term limit is 6 years. This member would serve a total of 6 years on this board.

Board member is a youth current term is 2021-2024, the youth would remain on the board serving their current term until 2024. In 2024 if they wish to continue to serve they are eligible for re-appointment but for a one year term, 2024-2025, however there are no term limits and they may serve as long as they are eligible by age. Most youth members do not serve 6 years because they are prohibited by age to serve past 17 (unless they are a senior in high school graduating when they are 18).

The proposed amendments require changes to several portions of the code of ordinance to accomplish. Chapter 2 Boards, Commissions and Committees will be amended to reflect the changes to the general rules for all boards, commissions, and committees, and will be referenced through the code of ordinances in several chapters.

Several boards, commissions, and committees when initially created were placed in portions of the code that directly reflected their purpose, therefore several portions of the code must be amended to accomplish the amendments. The chapters are as follows:

- Chapter 6 Animal Care and Control for the Animal Shelter Advisory Committee
- Chapter 10 Buildings and Building Regulations for the Building Codes and Standards Board
- Chapter 18 Cemeteries for the Cemetery Advisory Board
- Chapter 44 Water and Wastewater Impact Fees for the Capital Improvements Advisory Committee
- Chapter 46 Library for the Library Board
- Chapter 62 Planning and Development for the Planning and Zoning Commission
- Chapter 86 Landscaping, Trees and Vegetation for the Tree Board (composed of the Park Board members)

The ordinance amendment will require 2 separate readings, the first reading at this January 9, 2023 meeting with the final reading considered at the January 23, 2023 regular council meeting. After the final reading, if approved, Council Policy # 40 City Boards, Commissions, and Committee appointment process will be followed to implement the changes. The City Secretary's Office will review all members terms and communicate how the amendment will effect their service.

*The Zoning Board of Adjustments and the Old Town Design Standard Review Committee require a public hearing and recommendation by the Planning and Zoning Commission because these boards were established in Appendix B, Zoning and Appendix C, Urban Design Standards of the*

*code of ordinances. Any amendments to these appendix require this action. These are in the process and will be heard by the Planning & Zoning Commission on January 17, 2023 and presented to city council on January 23, 2023.*

**OPTIONS:**

- 1) City council may approve the ordinance as presented
- 2) City council may approve the ordinance with amendments
- 3) City council may deny the ordinance

**RECOMMENDATION:**

Staff recommends approval to accomplish the amendments expressed by the city council.

**FISCAL IMPACT:**

N/A

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