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## City Council Regular Meeting

**DEPARTMENT:** City Secretary's Office  
**FROM:** Amanda Campos, City Secretary  
**MEETING:** September 19, 2022

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**SUBJECT:**

Consider approval of a minute order appointing members to all the City of Burleson boards/commissions. (*Staff Presenter: Amanda Campos, City Secretary*)

**SUMMARY:**

The City Council approved Council Policy #40 City Boards & Commission Appointment Process stating the process council will utilize to make appointments.

The city secretary's office received, reviewed, confirmed, and coordinated all the applications for the boards/commission appointments to be considered by city council. In accordance with the policy the following steps were taken:

- The City Secretary shall gather all applications, attendance roles, board/commission membership and place in a binder to be provided to the A&CP as soon as applicable after the July 1 deadline.
- The binder shall provide all information required for the A&CP to make decisions on appointments.
  - i. Full membership list of the each board/commission
  - ii. Re-appointments will be highlighted
  - iii. Attendance
  - iv. Terms, requirements, board/commission make-up and any specific requirements
  - v. Applications will be categorized by board/commission applied for, if applicant applies for multiple board/commission the application will appear for each board/commission applied for.

The policy requires the Appointments & Council Policy (A&CP) committee to meet in an open meeting to review the binder and the current vacancies and make recommendations to the full city council for appointments. The A&CP met on August 30, 2022 to review the applications and are presenting appointments. Recommendations are listed in Exhibit 3 – Appointment recommendations 2022.

The recommendations are presented to the full council to be acted on by the full city council at an open meeting.

**OPTIONS:**

- 1) Approve appointments as recommended by the Appointments & Council Policy Committee
- 2) Revise recommendations and approve modified appointments.
- 3) Review all applications for appointments and make appointments at the council meeting.

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

Appointment & Council Policy Committee

**FISCAL IMPACT:**

N/A

**STAFF CONTACT:**

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