
City Council Regular Meeting

DEPARTMENT: City Secretary's Office
FROM: Amanda Campos, City Secretary
MEETING: July 24, 2023

SUBJECT:

Consider approval of City Council Policy #42 formally adopting council committees structures and description. *(Staff Presenter: Amanda Campos, City Secretary)*

SUMMARY:

The City Council created council committees to provide staff direction on larger projects before bringing them forward to the full city council and to work to aid staff. With the growth of the City and in keeping with the social changes and technological advances the council committees were recently reviewed by the council at its regular meeting on June 20, 2023 and July 10, 2023. This policy formalizes the City Council Committees.

The City Council, after review of the current council committees, agreed to update the description of each committee, and make further amendments, as well as discussing selection and terms on each council committee. The City Council did provide staff direction to terminate Governance & Stewardship Committee and divide Finance & Internal Services into two committees.

After review of past meetings and feedback from the City Council at the June 20th meeting, the City Secretary's Office is proposed the following at the July 10 council meeting:

The Public Safety & Municipal Court will review policies, plans, and programs related to Police, Fire Protection, Public Safety Communications, Municipal Court, EMS service, Law Enforcement, and Code Compliance. In addition, this committee will assist with policies and issues facing these departments on a preliminary basis before they require Council action.

- Police Department
- Fire Department
- Public Safety Communications
- Neighborhood Services
 - Code Compliance
- Municipal Court
- Public Safety Plans & Policies

The Infrastructure & Development Committee will assist the Development Services, Public Works, and Economic Development Departments with issues and policies

- Public Works
- Capital Improvement Program
- Economic Development
- Development Services
- Hotel-Motel Tax Fund
- Review 5-Year Capital Improvement Processes (Annually)

The Finance Committee will adhere to the Finance Policy and all other Council Policies. In addition, this committee will review bond procurement, debt service, investments, and funding projects, current and future

- Finance
- Revenues and Expenditures per Encumbrance
- Finance Support Services
- Finance Policy & Council Policy #32
- Council Policy #36
- Purchasing
- Debt Service
- Investment Pool Deviations or Deletions
- Bond Procurement/Project Reviews

The Community Service Committee will review policies, plans, and programs that affect the quality of life of our employees and residents, including the protection of the natural environment, public health, human services, and neighborhood services. Serving as the liaison to the Citizen's Better Together working closely to develop positive initiatives.

- Neighborhood Services
 - Animal Shelter
 - Environmental Health
- Parks & Recreation
 - Parks
 - Athletic Fields
 - Recreation
 - Golf
 - Naturalist
 - Arborist
- Community Services
 - Communications
 - Senior Center
 - Library
- Human Resources
- Quality of Life Projects
- Liaison to the Citizen's Better Together Committee

The Community & Intergovernmental Relations Committee liaisons with School Districts (BISD/JISD), Counties (Johnson/Tarrant), The Chamber of Commerce, The Heritage Foundation, and other civic organizations assuring promotion interagency cooperation. In addition, this committee will consider and make recommendation of all appointments to the city's boards, commissions, and committees.

- Serve as Liaison
 - School Districts (BISD/JISD)
 - Counties (Tarrant/Johnson)
 - Chamber of Commerce
 - Heritage Foundation
 - Other Civic Organizations
- Collaborate with County for Overlapping Projects and Concerns
- Identify & Review Interagency Operations and Programs
- City Manager's Office
- City Secretary's Office

The City Council Policies and Valuation Committee This committee works with the City Manager and City Secretary departments to review and make recommendations on all Council Policies and will aid with issues and policies applicable to the internal services departments. These departments are Information Technology, Public Works, Legal - Risk Management, and Finance.

- City Manager's Office
- City Secretary's Office
- Information Technology
- Internal Service Fund
- Stewardship of Public Resources
- Growth space projections/needs
- Public Works
 - Facilities
 - Fleet
 - Building assessments
- Legal
 - TML Risk Management

City council directed staff to bring back for formal adoption Council Policy #42.

OPTIONS:

- 1) Approve Council Policy #42
- 2) Deny Council Policy #42

RECOMMENDATION:

Approve Council Policy #42

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