
City Council Regular Meeting

DEPARTMENT: City Secretary's Office
FROM: Amanda Campos, City Secretary
MEETING: December 12, 2022

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 Contact: 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 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 December meeting with the final reading considered at the January 9, 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 Old Town Design Standards Review Committee and the Zoning Board of Adjustments require amendments as well but must following the zoning local government code. The amendments must be presented and recommended by the Planning & Zoning Commission before they can be acted upon by the city council.

- Appendix B Zoning for the Board of Adjustment
- Appendix C Urban Design Standards for the Burleson Old Town Development Standards Review Committee

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

STAFF CONTACT:

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Title: City Secretary

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