



Item Brief

Meeting Date

April 8, 2025

Agenda Item

Discuss and consider action: Ordinance No. 2025-15: K. McBurnett

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, AMENDING CITY OF BURNET CODE OF ORDINANCES, CHAPTER 2 ARTICLE III (ENTITLED “APPOINTED BODIES”) AND CHAPTER 2, SECTION 2-277 (ENTITLED “ADVISORY COMMITTEE; PROVIDING FOR PENALTY; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE

Information

The Burnet City Council is granted authority by the City Charter and state law to establish and regulate appointed bodies. A comprehensive review of Article III and Section 2-277 has been undertaken by a Council-appointed committee comprised of Philip Thurman and Tommy Gaut. In working with staff, their charge was to clarify roles, enhance transparency, ensure legal compliance, and support improved public engagement through these advisory entities.

Key updates include:

- Codifies and updates the policies and procedures from the 2019 Policies and Procedures for Advisory Boards and Commissions document into the Code of Ordinances.
- Clearly defines authority and scope of all appointed bodies, including ad hoc committees and staff-appointed committees.
- Expands guidance on ethics, attendance, reporting, and training.
- Compliance with the Texas Open Meetings Act and Robert’s Rules of Order.
- Standardizes appointment processes and member qualifications including nepotism restrictions, with Council appointments limited to boards and commissions with decision-making authority—including the Planning and Zoning

Commission, Zoning Board of Adjustment, Fire Code Appeals Board, Economic Development Corporation, and Historic Preservation Commission.

- Staff appointed committees include Airport Advisory Board, Police Department Citizen Advisory Board, Golf Course Advisory Committee, and Fire Appeal Board.
- Planning and Zoning Commission designated as the City's first review authority for land use, zoning, and development, with evaluation criteria tied to the City's Comprehensive Plan, infrastructure capacity, economic development goals, and community impact.
- Adds requirement that after any non-unanimous or denial vote, Planning and Zoning Commissioners must provide rationale for their vote, which is included in the official meeting record.
- Codifies that the Capital Advisory Committee, as required by impact fee regulations, is composed of the appointed members of the Planning and Zoning Commission.

Fiscal Impact

There are no associated costs with these revisions.

Recommendation

Staff recommends approval of Ordinance No. 2025-15 as presented.