



Agenda Report

Agenda of: August 12, 2025

Department: Administration

Subject: Discussion and possible action to assign specific tasks to advisory boards and commissions.

Recommended Motion: TBD.

Background:

The City of Castroville maintains several advisory boards and commissions that provide recommendations to City Council on policy matters, program development, and community priorities. These bodies include:

- **Airport Advisory Board** – Advises on airport planning, operations, and capital improvements, including noise compatibility and land use around the airport.
- **Historic Landmark Commission (HLC)** – Reviews preservation guidelines, historic district boundaries, and design review for historic properties.
- **Library Advisory Board** – Provides input on library services, programming priorities, and long-range facility planning.
- **Parks & Recreation Advisory Board** – Advises on park development, recreational programming, and long-term parks and trail planning.
- **Planning & Zoning Commission** – Reviews and recommends updates to zoning regulations, subdivision policies, and the City's Comprehensive Plan.
- **Zoning Board of Adjustment (ZBA)** – Considers special exceptions and variances to the City's zoning ordinance.
- **Impact Fees Advisory Committee** – Reviews and advises on the adoption, implementation, and revision of impact fees.
- **Tax Increment Reinvestment Zone (TIRZ) Boards** – Oversees the use of TIRZ funds and recommends projects and priorities within the designated reinvestment zones.

Several of these boards currently have vacancies that will need to be filled to ensure quorum and effectiveness. My intent is for Council to assign specific tasks to each board based on their scope of responsibility and to set timelines for reports or recommendations to be presented back to Council.

Council Action Requested:

Council to review and approve task assignments for relevant advisory boards, with direction that each board deliver structured reports or proposals at designated future meetings. Also, authorize Council to fill current board vacancies to maintain institutional continuity.

Attachments: None.

Urgency (0-5 = Low Urgency to High Urgency): 2

Impact (0-5 = Low Impact to High Impact): 3

Submitted by: Bruce Alexander, Mayor