



CITY COUNCIL CONSIDERATION ITEM

CITY OF FAIR OAKS RANCH, TEXAS

August 18, 2022

AGENDA TOPIC: Consideration and possible action to accept applications for open positions on Boards, Committees, and Commissions and to set dates for interviews.

DATE: August 18, 2022

DEPARTMENT: City Secretary

PRESENTED BY: Amanda Valdez, TRMC, Deputy City Secretary

INTRODUCTION/BACKGROUND:

At the June 16, 2022 City Council meeting, the City Secretary reviewed the process of appointing/reappointing members of the City's Boards and Commissions and provided the schedule to achieve that task (**Attachment A**). Incumbents whose terms will expire on September 30, 2022 were contacted and provided the opportunity to express their interest in continuing to serve. To generate new applicants, notices and applications were posted on the city website as well as social media forums. The application deadline was August 10, 2022. There are 13 potential positions available due to term limits and resignations. Eleven members have expressed interest in continuing to serve. Four applications were received by the deadline and one application was received on August 12, 2022. Two positions are vacant.

The object of the tonight's agenda item is for Council to accept the applications and to provide direction on how they would like to proceed to fill these positions: interview all candidates or reappoint incumbents and interview only new applicants. Recommended interview timeframe is August 29 – September 9, 2022.

To note:

- **Building Code Board of Appeals:**
 - Four-member board (3 regular & 1 alternate)
 - One regular and one alternate (vacant) position are available starting October 1, 2022
 - One regular member interested in continuing to serve
 - No eligible applications received
 - *Requirements: Those who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction*
- **Capital Improvements Advisory Committee:**
 - Nine-member committee
 - Three positions are available starting October 1, 2022
 - Three members are interested in continuing to serve
 - Three applications received – Two applicants are also interested in other positions

- *Requirements: No fewer than 40% of the members must be representatives of the real estate development or building industries*
- *Currently two of the three incumbents of the committee contribute to meeting the 40% requirement. If they are replaced only three members will represent the real estate development or building industries (30%). If only one is replaced, the 40% requirement will be maintained.*
- **Municipal Development District Board:**
 - Seven-member board
 - Four positions are available starting October 1, 2022
 - Four members are interested in continuing to serve
 - Three new applications received – Two applicants are interested in other positions
- **Planning & Zoning Commission:**
 - Seven-member commission
 - No positions are available starting October 1, 2022
- **Zoning Board of Adjustment:**
 - Seven-member board (5 regular, 2 alternates)
 - Four positions are available starting October 1, 2022
 - One regular position is vacant
 - Three regular members are interested in continuing to serve
 - Suggest placing one of the alternates in vacant regular position
 - Three applications received – Two applicants are also interested in other positions

Formal appointment/reappointment consideration and action will be presented for Council vote at the Sept 15th City Council meeting or at a Special City Council meeting, as applicable.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

To provide a consistent process to allow more citizens who have interest in community service to become involved providing fresh perspective to established committees.

LONG-TERM FINANCIAL & BUDGETARY IMPACT:

N/A

LEGAL ANALYSIS:

N/A

RECOMMENDATION/PROPOSED MOTION(S):

Motion 1: I move to accept the Boards, Committees, and Commissions applications.

Motion 2: I move to reappoint _____ to the _____ board/committee and set the following dates for possible interviews: _____.

Motion 3: I move to interview the following board/committee members and set the following dates for possible interviews: _____.