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## CITY COUNCIL CONSIDERATION ITEM

### CITY OF FAIR OAKS RANCH, TEXAS

September 21, 2023

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AGENDA TOPIC: Consideration and possible action approving a resolution to appoint members to fill places on the City of Fair Oaks Ranch Board of Appeals.

DATE: September 21, 2023

DEPARTMENT: City Secretary

PRESENTED BY: Christina Picioccio, TRMC, City Secretary

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#### **INTRODUCTION/BACKGROUND:**

At the May 18, 2023, City Council meeting, the City Secretary reviewed the process of appointing/reappointing members to the City's Boards and Commissions. The Building Code Board of Appeals (BCBOA) is a four-member board (3 regular & 1 alternate) with three-year staggered terms. Places 1 & 3 expire on September 30, 2023. The requirement to serve on the Board of Appeals is by **"experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction"**.

The City Secretary's office contacted the incumbents for Place 1 and 3 and they indicated that they are no longer willing to serve on the Board. To generate new applicants, notices and applications were posted on the City website as well as social media forums. The application deadline was August 9, 2023. Two applications have been received to serve on this board and the Alternate Member expressed interest in being moved into a regular place.

Following the application window, at their August 17, 2023, regular meeting staff reminded Council that this Board has yet to meet since its inception and recommended that due to the limited number of applications received, it may best to fill the more active boards and at a minimum only appoint one seat of the BCBOA (not Alternate). Interviews to fill these positions were held on September 12, 2023.

Tonight, the Council will determine if the Alternate Member will be assigned to a Regular Place (maintaining his appointment term deadline of September 30, 2025). Further, the Council will consider appointing one or two new members whose terms will end September 30, 2026 (Place 1, Place 3 or Alternate).

#### **POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

To appoint members to hear and resolve appeals from the determinations of the building official for the City. Having all the Board's seats filled ensures community input as citizen decisions influences and preserves the community's values.

#### **LONG-TERM FINANCIAL & BUDGETARY IMPACT:**

N/A

**LEGAL ANALYSIS:**

Approved as to form.

**RECOMMENDATION/PROPOSED MOTION:**

I move to approve a resolution appointing our Alternate Member to Place \_\_\_\_\_, \_\_\_\_\_  
to Place \_\_\_\_\_, and \_\_\_\_\_ as Alternate on the City of Fair Oaks Ranch Board of  
Appeals.