

CHAPTER 32. DEPARTMENTS, BOARDS AND COMMISSIONS

ARTICLE I. AIRPORT ADVISORY BOARD

Sec. 32.01. Membership.

There is hereby created a seven member board which shall advise the City Council on policy matters affecting the city's airport facility, and such board shall be known as the Airport Advisory Board. At least five members of the Board must be residents of the city. Each of the seven members shall be appointed for two year terms and until their successors are appointed and qualified. Should vacancies occur on the Board, the vacancies shall be filled in the same manner as original appointments, except such terms shall only be for the remainder of such unexpired term. The City Council shall approve the appointment of new Board members prior to January 1, since the term of office will run from January 1 to December 31.

(1975 Code, §§ 2-111, 2-112, 2-113, 2-115 and 2-116; Am. Ord. passed 12-4-1973; Am. Ord. 1998-22, passed 11-3-1998; Am. Ord. 2005-29, passed 12-6-2005)

Sec. 32.02. Powers and duties.

The Airport Advisory Board shall from time to time make such general studies of airport construction and operation as may be useful in keeping the municipal airport efficient and adequate to the needs of the city and of the air transportation industry; it shall make recommendations to the City Council in respect to construction, expansion, improvements, maintenance and operation of the airport. It shall call the Manager's attention to any failure by personnel of the airport to carry out any orders or policies adopted by the City Council; and it shall, acting in an advisory capacity, work toward the general improvement of the airport and the advancement of the city as an air transportation center.

(1975 Code, § 2-119; Am. Ord. passed 12-4-1973; Am. Ord. 1998-22, passed 11-3-1998; Am. Ord. 2005-29, passed 12-6-2005)

Sec. 32.03. Procedure; quorum.

- (A) *Procedure.* "Roberts Rules of Order Revised" shall govern the proceedings of the Board; provided that such shall not be in conflict with the City Charter or other provisions of law.
- (B) *Quorum.* A quorum shall consist of a majority of the entire membership of the Board, and any issue to be voted on shall be resolved by those present. The Chairman shall be entitled to vote upon any issue, but shall have no veto power.

(1975 Code, § 2-118; Am. Ord. passed 12-4-1973; Am. Ord. 1998-22, passed 11-3-1998; Am. Ord. 2005-29, passed 12-6-2005)

Sec. 32.04. Meetings; attendance.

- (A) *Meetings.* The Board shall meet at least quarterly in accordance with the Texas Open Meeting Law.

(B) *Attendance.* Two absences from meetings of the advisory board in a 12-month period shall be considered a voluntary resignation. The council shall fill vacancies created by voluntary resignations in the same manner as all other vacancies.

(Ord. 2005-29, passed 12-6-2005; Am. Ord. No. 2018-O-44 , § 1, passed 11-6-2018)

Sec. 32.05. Conflicting interests.

No person having any financial interest in any commercial carrier by air, or in any concession, right or privilege to conduct any business or render any service for compensation upon the premises of the municipal airport shall be eligible for membership on the airport advisory board.

(1975 Code, § 2-114; Am. Ord. passed 12-4-1973; Am. Ord. 1998-22, passed 11-3-1998; Am. Ord. 2005-29, passed 12-6-2005)

Sec. 32.06. Compensation.

All members of the Airport Advisory Board shall serve without compensation, but may be reimbursed for all expenses reasonably incurred by them in the performance of their duties as members of the Board, when authorized by the City Council.

(1975 Code, § 2-117; Am. Ord. passed 12-4-1973; Am. Ord. 1998-22, passed 11-3-1998; Am. Ord. 2005-29, passed 12-6-2005)

Sec. 32.07. Term limits.

A member of this board will not be eligible for reappointment after they have served three consecutive terms until after they have taken a one-year hiatus. Members may apply for another board or commission without taking a one-year hiatus. The city council may appoint members to additional terms past the term limit if no applications have been received to fill a vacancy.

(Ord. No. 2018-O-043, § 1, passed 11-6-2018)

Secs. 32.08—32.19. Reserved.

ARTICLE II. PARKS AND RECREATION ADVISORY BOARD

Sec. 32.20. Membership.

There is hereby created a seven member board which shall advise the City Council on policy matters affecting the city's parks and recreational facilities, and such board shall be known as the Parks and Recreation Advisory Board. At least five members of the Board must be residents of the city. Each of the seven members shall be appointed for two year terms and until their successors are appointed and qualified. Should vacancies occur on the Board, the vacancies shall be filled in the same manner as original appointments, except such terms shall only be for the remainder of such unexpired term. The City Council shall approve the appointment of new Board members prior to January 1, since the term of office will run from January 1 to December 31.

(1975 Code, § 2-130; Am. Ord. 1995-10, passed 3-7-1995; Am. Ord. 2005-27, passed 12-6-2005)

Sec. 32.21. Powers and duties.

The Parks and Recreation Advisory Board shall serve in an advisory capacity to the City Council on policy matters concerning the planning, acquisition, operation and use of parks, playgrounds and open spaces; recommend policies on recreational programs; and perform such functions as may be duly delegated to it from time to time by the City Council.

(1975 Code, § 2-133; Am. Ord. 1995-10, passed 3-7-1995; Am. Ord. 2005-27, passed 12-6-2005)

Sec. 32.22. Procedure; quorum.

- (A) *Procedure.* "Roberts Rules of Order Revised" shall govern the proceedings of the Board; provided that such shall not be in conflict with the City Charter or other provisions of law.
- (B) *Quorum.* A quorum shall consist of a majority of the entire membership of the Board, and any issue to be voted on shall be resolved by those present. The Chairman shall be entitled to vote upon any issue, but shall have no veto power.

(1975 Code, § 2-132; Am. Ord. 1995-10, passed 3-7-1995; Am. Ord. 2005-27, passed 12-6-2005)

Sec. 32.23. Meetings; attendance.

- (A) *Meetings.* The Board shall meet at least quarterly in accordance with the Texas Open Meeting Law.
- (B) *Attendance.* Two absences from meetings of the advisory board in a 12-month period shall be considered a voluntary resignation. The council shall fill vacancies created by voluntary resignations in the same manner as all other vacancies.

(1975 Code, §§ 2-131, 2-134; Am. Ord. 1995-10, passed 3-7-1995; Am. Ord. 2005-27, passed 12-6-2005; Am. Ord. No. 2018-O-44 , § 2, passed 11-6-2018)

Sec. 32.24. Term limits.

A member of this board will not be eligible for reappointment after they have served three consecutive terms until after they have taken a one-year hiatus. Members may apply for another board or commission without taking a one-year hiatus. The city council may appoint members to additional terms past the term limit if no applications have been received to fill a vacancy.

(Ord. No. 2018-O-043, § 2, passed 11-6-2018)

Secs. 32.25—32.34. Reserved.

ARTICLE III. LIBRARY BOARD

Sec. 32.35. Membership.

There is hereby created a seven-member board which shall advise the City Council on policy matters affecting the Stephenville Public Library, and such board shall be known as the Library Board. At least five

members of the Board must be residents of the city. Each of the seven members shall be appointed for two-year terms and until their successors are appointed and qualified. Two members of the Twentieth Century Club shall serve on the Library Board, and the Twentieth Century Club will designate these two members for appointment to the Board. Should vacancies occur on the Board, the vacancies shall be filled in the same manner as original appointments, except such terms shall only be for the remainder of such unexpired term. The City Council shall approve the appointment of new Board members prior to January 1, since the term of office will run from January 1 to December 31.

(1975 Code, § 2-145; Am. Ord. 1997-14, passed 9-2-1997; Am. Ord. 2005-28, passed 12-6-2005)

Sec. 32.36. Powers and duties.

The Library Board shall serve in an advisory capacity to the City Council on policy matters concerning the planning, acquisition, operation and use of library and recommend policies on library programs; and perform such functions as may be duly delegated to it from time to time by the City Council.

(1975 Code, § 2-146; Am. Ord. 1997-14, passed 9-2-1997; Am. Ord. 2005-28, passed 12-6-2005)

Sec. 32.37. Procedure; quorum.

- (A) *Procedure.* "Roberts Rules of Order Revised" shall govern the proceedings of the Board; provided that such shall not be in conflict with the City Charter or other provisions of law.
- (B) *Quorum.* A quorum shall consist of a majority of the entire membership of the Board, and any issue to be voted on shall be resolved by those present. The Chairman shall be entitled to vote upon any issue, but shall have no veto power.

(1975 Code, § 2-147; Am. Ord. 1997-14, passed 9-2-1997; Am. Ord. 2005-28, passed 12-6-2005)

Sec. 32.38. Meetings; attendance.

- (A) *Meetings.* The Board shall meet at least quarterly in accordance with the Texas Open Meeting Law, being V.T.C.A. Gov't Code §§ 551.001 et seq.
- (B) *Attendance.* Two absences from meetings of the advisory board in a 12-month period shall be considered a voluntary resignation. The council shall fill vacancies created by voluntary resignations in the same manner as all other vacancies.

(1975 Code, §§ 2-148 and 2-149; Am. Ord. 1997-14, passed 9-2-1997; Am. Ord. 2005-28, passed 12-6-2005; Am. Ord. No. 2018-O-44 , § 3, passed 11-6-2018)

Sec. 32.39. Term limits.

A member of this board will not be eligible for reappointment after they have served three consecutive terms until after they have taken a one-year hiatus. Members may apply for another board or commission without taking a one-year hiatus. The city council may appoint members to additional terms past the term limit if no applications have been received to fill a vacancy.

(Ord. No. 2018-O-043, § 2, passed 11-6-2018)

Secs. 32.40—32.49. Reserved.

ARTICLE IV. SENIOR CITIZENS' ADVISORY BOARD

Sec. 32.50. Membership.

There is hereby created a seven-member board which shall advise the City Council on policy matters affecting the Stephenville Senior Citizens Program of the Parks and Recreation Department, and that board shall be known as the Senior Citizens' Advisory Board. At least four members of the Board must be residents of the city. Each of the seven members shall be appointed for two-year terms and until their successor are appointed and qualified, Should vacancies occur on the Board, the vacancies shall be filled in the same manner as original appointments, except such terms shall only be for the remainder of such unexpired term. The City Council shall approve the appointment of new Board members prior to January 1, since the term of office will run from January 1 to December 31.

(1975 Code, § 2-160; Am. Ord. 1997-15, passed 9-2-1997; Am. Ord. 2005-30, passed 12-6-2005; Am. Ord. 2015-O-18, passed 12-1-2015)

Sec. 32.51. Powers and duties.

The Senior Citizens' Advisory Board shall serve in an advisory capacity to the City Council on policy matters concerning the planning, acquisition, operation and use of the city Senior Citizens' Center and recommend policies on programs affecting senior citizens, and perform such functions as may be duly delegated to it from time to time by the City Council.

(1975 Code, § 2-161; Am. Ord. 1997-15, passed 9-2-1997; Am. Ord. 2005-30, passed 12-6-2005)

Sec. 32.52. Procedure; quorum.

- (A) *Procedure.* "Roberts Rules of Order Revised" shall govern the proceedings of the Board; provided that such shall not be in conflict with the City Charter or other provisions of law.
- (B) *Quorum.* A quorum shall consist of a majority of the entire membership of the Board, and any issue to be voted on shall be resolved by those present. The Chairman shall be entitled to vote upon any issue, but shall have no veto power.

(1975 Code, § 2-162; Am. Ord. 1997-15, passed 9-2-1997; Am. Ord. 2005-30, passed 12-6-2005)

Sec. 32.53. Meetings; attendance.

- (A) *Meetings.* The Board shall meet at least quarterly in accordance with the Texas Open Meeting Law, being V.T.C.A. Gov't Code §§ 551.001 et seq.
- (B) *Attendance.* Two absences from meetings of the advisory board in a 12-month period shall be considered a voluntary resignation. The council shall fill vacancies created by voluntary resignations in the same manner as all other vacancies.

(1975 Code, §§ 2-163 and 2-164; Am. Ord. 1997-15, passed 9-2-1997; Am. Ord. 2005-30, passed 12-6-2005; Am. Ord. No. 2018-O-44 , § 4, passed 11-6-2018)

Sec. 32.54. Term limits.

A member of this board will not be eligible for reappointment after they have served three consecutive terms until after they have taken a one-year hiatus. Members may apply for another board or commission without taking a one-year hiatus. The city council may appoint members to additional terms past the term limit if no applications have been received to fill a vacancy.

(Ord. No. 2018-O-043, § 2, passed 11-6-2018)

Secs. 32.55—32.64. Reserved.

ARTICLE V. TOURISM AND VISITORS BUREAU ADVISORY BOARD

Sec. 32.65. Membership.

There is hereby created a seven-member board which shall advise the City Council on policy matters affecting the use and expenditure of Hotel Occupancy Tax funds, and such board shall be known as the Tourism and Visitors Bureau Advisory Board. All members of the Board must have a vested interest in the attraction of tourism and visitors to the city of Stephenville. Each of the seven members shall be appointed for two year terms and until their successors are appointed and qualified. Should vacancies occur on the Board, the vacancies shall be filled in the same manner as original appointments, except such terms shall only be for the remainder of such unexpired term. The City Council shall approve the appointment of new Board members prior to January 1, since the term of office will run from January 1 to December 31.

The Board shall consist of one representative from retail, one representative from restaurants, one representative from hotels, and one representative from Tarleton State University; all other members shall be chosen at the discretion of the council.

(Ord. No. 2018-O-39 , passed 10-2-2018)

Sec. 32.66. Powers and duties.

The Tourism and Visitors Bureau Advisory Board shall advise the City Council on matters affecting tourism and visitor services; expenditure of Hotel Occupancy Tax funds; development and implementation of marketing strategies.

(Ord. No. 2018-O-39 , passed 10-2-2018)

Sec. 32.67. Procedure; quorum.

- (A) *Procedure.* "Roberts Rules of Order Revised" shall govern the proceedings of the Board; provided that such shall not be in conflict with the City Charter or other provisions of law.
- (B) *Quorum.* A quorum shall consist of a majority of the entire membership of the Board, and any issue to be voted on shall be resolved by those present. The Chairman shall be entitled to vote upon any issue, but shall have no veto power.

(Ord. No. 2018-O-39 , passed 10-2-2018)

Sec. 32.68. Meetings; attendance.

- (A) *Meetings.* The Board shall meet at least monthly in accordance with the Texas Open Meeting Law.
- (B) *Attendance.* Three consecutive absences from meetings of the commission shall be considered a voluntary resignation. In addition, four absences in any twelve-month period shall be considered a voluntary resignation. The council shall fill vacancies created by voluntary resignations in the same manner as all other vacancies.

(1975 Code, §§ 2-178 and 2-179; Am. Ord. 1998-5, passed 2-17-1998; Am. Ord. 2005-31, passed 12-6-2005; Am. Ord. No. 2018-O-39 , passed 10-2-2018; Am. Ord. No. 2018-O-44 , § 5, passed 11-6-2018; Ord. No. 2019-O-41 , passed 12-3-2019)

Sec. 32.69. Compensation.

All members of the Tourism and Visitors Bureau Advisory Board shall serve without compensation, but may be reimbursed for all expenses reasonably incurred by them in the performance of their duties as members of the Board, when authorized by the City Council.

(Ord. No. 2018-O-39 , passed 10-2-2018)

Sec. 32.70. Term limits.

A member of this board will not be eligible for reappointment after they have served three consecutive terms until after they have taken a one-year hiatus. Members may apply for another board or commission without taking a one-year hiatus. The city council may appoint members to additional terms past the term limit if no applications have been received to fill a vacancy.

(Ord. No. 2018-O-043, § 2, passed 11-6-2018)

Secs. 32.71—32.79. Reserved.

ARTICLE VI. RESERVED¹

Secs. 32.80—32.94. Reserved.

ARTICLE VII. RESERVED²

Secs. 32.95—32.98. Reserved.

¹Editor's note(s)—Ord. No. 2016-O-15 Editor's note(s)—, § 1, passed December 6, 2016, repealed art. VI, §§ 32.80—32.83. Former art. VI pertained to the Western Heritage Board and derived from Ord. 2001-20, passed 10-2-2001; and Ord. 2005-32, passed 12-6-2005.

²Editor's note(s)—Ord. No. 2016-O-17, passed December 13, 2016, repealed art. VII, §§ 32-95—32-98. Former art. VII pertained to the Water Conservation Committee and derived from Ord. 2002-10, passed 5-7-2002.