

**ORDINANCE NO. 2023-O-17**

**AN ORDINANCE CREATING A NEW SECTION OF CHAPTER 32 "DEPARTMENTS, BOARDS AND COMMISSIONS" OF THE CODE OF ORDINANCES AND PROVIDING AN EFFECTIVE DATE**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS:**

**Section 1.**

The following shall be added to Chapter 32 "Departments, Boards and Commissions" of the City of Stephenville Code of Ordinances:

**ARTICLE VII. WESTERN HERITAGE ADVISORY BOARD**

**32.95 MEMBERSHIP.**

There is hereby created a five-member board which shall advise the City Council on policy matters affecting the Western Heritage programs and events, and such board shall be known as the Western Heritage Advisory Board. Each member of the Western Heritage Advisory Board shall hold office for two years. The members of the Board appointed by the city shall be residents of Erath County. Should vacancies occur on the Board, such 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, as the term of office will run from January 1 to December 31.

There shall be up to three non-voting, ex-officio members. Such members shall be appointed by the Tourism and Visitors Bureau Committee.

**32.96 POWERS AND DUTIES.**

The Western Heritage Advisory Board shall serve in an advisory capacity to the City Council on policy matters concerning all administrative and financial affairs of the Western Heritage Events and Programs and appoint members to all necessary committees. The Board shall have oversight of committees involved in Western Heritage events and programs sponsored by the City.

**32.97 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 at any meeting of the Western Heritage Advisory Board will be established by the presence of at least three members. The Chairman shall be entitled to vote upon any issue but shall have no veto power.

**32.98 MEETINGS; ATTENDANCE.**

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

(B) Attendance. Three consecutive absences from meetings of the board shall be considered a voluntary resignation. In addition, four absences in any twelve-month period shall be considered a voluntary resignation.

32.99 COMPENSATION.

All members of the Western Heritage 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.

32.100 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.

**Section 2.**

This ordinance shall become effective upon its passage.

**PASSED AND APPROVED** this the    day of    2023.

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Doug Svien, Mayor

ATTEST:

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Sarah Lockenour, City Secretary

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Reviewed by Jason King,  
City Manager

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Approved as to form and legality by  
Randy Thomas, City Attorney