

CITY OF WOODCREEK

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS, AMENDING THE CITY OF WOODCREEK CODE OF ORDINANCES AT TITLE III ("ADMINISTRATION"), CHAPTER 30 ("OFFICIALS, EMPLOYEES AND ORGANIZATIONS"), ADDING NEW SECTIONS 30.70-30.76 ("COMMUNITY RELATIONS COMMITTEE"); REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING A SAVINGS CLAUSE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City of Woodcreek ("City") is a Texas General Law Municipality operating under the laws of the State of Texas; and

WHEREAS the City Council has previously utilized various advisory boards, staff, elected officials, and other volunteers to plan and host community events, the Council understands that a more unified and organized approach is desirable at this time; and

WHEREAS, the City Council recognizes its responsibility and authority to impose ordinances and controls that are necessary for the government of the City, and in the public interest to promote health and safety as well as the general welfare, and further advance the good order of the City as a body politic; and

WHEREAS, as authorized under law, and in the best interests of local residents, the City Council deems it expedient and necessary to establish certain rules and policies for the orderly and efficient management of the City's government; and

WHEREAS the City Council finds and determines that the number and frequency of community events has increased in the past three years with this trend expected to remain steady or increase; and

WHEREAS the City Council finds and determines that civic events demand a different level of physicality and availability from other boards, and thus need individuals with these skills and capabilities;

WHEREAS the City Council finds and determines that there is a need for an advisory committee dedicated to making recommendations for the budgeting, planning, promotion, and execution of events and thereby desires to form an Events Committee dedicated to this purpose that will be viewed as an independent advisory body; and

WHEREAS the City Council of the City of Woodcreek, Texas finds that these amendments to the Code of Ordinances follow state law.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS:

Section 1. The foregoing recitals are found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes and findings of fact.

Section 2. That The City of Woodcreek Code of Ordinances at Title III, Chapter 30 is hereby amended by adding new sections 30.70-30.76 (“Community Relations Committee”); thereby updating these sections to read as follows:

§ 30.72 Creation & Composition

(A) Membership: The Community Relations Committee shall consist of five (5) Committee Members. No member of the Community Relations Committee may be a member of the City Council.

(B) Appointment: Members shall be selected by majority vote of the Council. The Mayor will bring forth nominations for consideration for appointments.

§ 30.73 Terms, Resignation, Vacancy & Removal

(A) Terms shall be for one calendar year, starting in January and ending in December.

(B) Any Committee Member may resign by submitting written notice to the City Secretary. Resignations will be effective when received. Upon receipt of resignation, the City Secretary shall send such resignation to the Chairperson and the Mayor.

(C) All vacancies shall be filled by a majority vote of the City Council. The Mayor shall bring forth nominations for consideration. Newly appointed Committee Members shall fill the unexpired term of the vacated seat.

(D) Members may be removed from the Community Relations Committee by a majority vote of City Council. By a majority vote, the Community Relations Committee may make a recommendation to the City Council regarding the removal of a member of their Committee.

(E) Members of the Community Relations Committee shall continue to serve on the Committee until their replacement has been appointed by City Council, unless the Committee Member submits a letter of resignation, in which case, the Committee Member shall have no further authority, duties or obligations regarding the Committee.

(F) To be considered for appointment or re-appointment to the Community Relations Committee the committee member shall notify the City Secretary and Mayor of their intention to be considered for reappointment. The Mayor may bring this application forth to be considered by the City Council.

§ 30.74 Duties & Meetings

(A) The Community Relations Committee shall meet publicly at City Hall for regular meetings for which action may be taken. The meeting agendas shall be posted on the City bulletin board and website 72 hours prior to the Community Relations Committee meeting. Meetings may not or may not follow a set monthly schedule, but appropriate and due public notice will be given for all such meetings.

(B) Due to this committee's nature, some meetings may be offsite for planning purposes for events at specific locations. Such meetings shall be publicly noticed and posted in the same manner as regular meetings and shall follow the same procedures and process. However, recordings will not be possible in these circumstances. No actions or votes shall be taken during these off-site meetings.

(C) The Community Relations Committee agendas shall include a Public Comments section, whereby members of the audience in attendance shall be allowed to speak up to three (3) minutes and where any written comments submitted in a timely manner shall be read aloud into the record.

(D) Audio and visual recordings of Community Relations Committee meetings shall be made available to the public via the City website.

(G) Any recommendation to the City Council from the Community Relations Committee shall result from a majority vote of the Committee Members. However, any recommendation is merely a recommendation and is not binding on the City Council. Any final decision on topics for which the Community Relations Committee has made a recommendation rest with the City Council. This is specific to the expenditures of funds, event dates and location, and other significant factors related to events. This shall not be construed to be overly binding where the layout, coloring, themes, or other minor items are concerned.

§ 30.75 Officers

(A) The Community Relations Committee shall choose its own Officers from among its Regular Committee Members. Officers shall be elected for terms of one (1) year by majority vote of all its membership present and voting. Community Relations Committee Officers shall include the Chairperson, Vice-Chairperson, and Secretary.

(B) The Chairperson's sole duty shall be to preside over all meetings in accordance with any rules the Community Relations Committee may establish. The

Chairperson may vote. If the Chairperson fails or refuses to act, the Vice-Chairperson shall perform the duties of the Chairperson. If the Chairperson and Vice-Chairperson are absent, any Committee Member may be appointed by the Committee to preside over the meeting. The Committee shall keep minutes of its proceedings. A majority of the Regular Committee Members shall be a quorum for the transaction of business.

(C) The Secretary's sole duty shall be to record the minutes of the meetings. Minutes are to be held by the City and posted to the City website.

§ 30.76 - OPEN MEETINGS ACT.

The Community Relations Committee shall comply with the provisions of Tex. Gov't Code Ch. 551, commonly referred to as the Open Meetings Act, including posting notices and agendas. The Community Relations Committee agenda shall have a Public Comments section allowing the public the right to speak.

City Staff shall post a notice of quorum for all meetings of the Community Relations Committee so that all members of the governing body may attend all meetings of the Community Relations Committee.

Section 3. That this Ordinance shall be cumulative of all provisions of ordinances of the City except where the provisions of the Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

Section 4. If any provision of this Ordinance is illegal, invalid, or unenforceable under present or future laws, the remainder of this Ordinance will not be affected and, in lieu of each illegal, invalid, or unenforceable provision, a provision as similar in terms to the illegal, invalid, or unenforceable provision as is possible and is legal, valid, and enforceable will be added to this Ordinance.

Section 5. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 6. This Ordinance shall be in full force and effect after its final passage and approval by the City Council, as duly attested by the Mayor and City Secretary, and any publication required by law.

PASSED AND APPROVED this _____ day of _____, 2025, by a vote of ____ ayes to ____ nays to ____ abstentions of the City Council of Woodcreek, Texas.

CITY OF WOODCREEK, TEXAS

By: _____
Jeff Rasco, Mayor

ATTEST:

Kari Lebkuecher, City Secretary