

RESOLUTION NO. 2017-R45

A RESOLUTION RESCINDING RESOLUTION NO. 2016-R48 AND ESTABLISHING THE NUMBER OF TERMS, RESIDENCY REQUIREMENTS, AND ATTENDANCE OF THE VARIOUS BOARDS, COMMITTEES AND COMMISSIONS WHERE THE MAYOR AND CITY COUNCIL OF THE CITY OF BOERNE, TEXAS APPOINT THE MEMBERS, AND THE VARIOUS BOARDS, COMMITTEES, AND COMMISSIONS ARE ESTABLISHED BY STATE LAW, CITY ORDINANCE, AND BY LAWS OF OTHER ENTITIES

WHEREAS, it is the responsibility of the Mayor and City Council of the City of Boerne, Texas to appoint members to various Boards, Committees, and Commissions; and

WHEREAS, the Board of Adjustments, the Historic Landmark Commission, Ethics Review Commission and the Planning and Zoning Commission are established by city ordinance and have established provisions for terms, meetings, appointment and removal; and

WHEREAS, it is the desire of the City Council to establish policy and to provide additional criteria for the appointments and service of the members to the various Boards, Committees, and Commissions;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BOERNE, TEXAS:

That this resolution supersedes Resolution Nos. 2009-R54, 2009-R80, 2010-R16, 2011-R18, 2013-R18, 2013-R115, 2014-R66 and **2016-R48** and the following criteria are established as policy for the number of terms, residency, and attendance of the following Boards, Committees, and Commissions:

1. CITY OF BOERNE HISTORIC LANDMARK COMMISSION
TERM

The term of office shall be for four (4) years. The Commission consists of nine (9) members. The Mayor shall appoint the Chairman and Vice Chairman. The term of office begins at the first meeting in June following the appointment. Eligible members must live within the City limits **or within the extraterritorial jurisdiction of the City of Boerne**. Commission members are subject to the City of Boerne's Ethics Ordinance.

MEETINGS

The Historic Landmark Commission shall meet on a monthly basis, the **first Tuesday of each month at 5:30 PM**, as necessary and at any special meetings as called. Members missing three or more consecutive meetings or attending less than 75% of the posted meetings on a 12 month rolling average, are subject to removal.

2. CITY OF BOERNE CONVENTION AND VISITOR'S BUREAU ADVISORY BOARD
TERM

The Board consists of ~~three (3)~~ **nine (9)** members: **one Full Service Hotel (GM, Owner Representative, or Executive Staff); two Limited Service Hotel (GM, Owner Representative, or Executive Staff); one Bed and Breakfast (GM or Owner); one Attraction/Venue (GM or Owner), one Arts Community; one Restaurant, two Business District**. The Chairman and Vice Chairman are appointed by the Mayor. The term of office is two (2) years. ~~Appointments are made at the first City Council meeting in January, to allow disbursement of funds for in the preceding budget year.~~ **The term of office begins at the first meeting in June following the appointment.** Eligible members must either: (1) reside within the City limits; (2) reside within Kendall County; and/ or (3) own, operate, manage or control any hotel, **motel, or bed and breakfast** within the City limits.

~~Members are subject to the City of Boerne's Ethics Ordinance. The Board shall comply with the Texas Open Meetings Act.~~

MEETINGS

Regular and consistent attendance at the ~~monthly~~ **quarterly** Convention and Visitor's Bureau Advisory Board **meetings on the first Thursday of each quarter at 4:00 p.m. and any special meetings called, as necessary,** at least once a quarter to complete the review of funding applications and prepare a recommendation to the City Council. Members missing three **two** or more consecutive meetings or attending less than 75% **50%** of the posted meetings on a 12 month rolling average, are subject to removal.

3. CITY OF BOERNE PLANNING AND ZONING COMMISSION

TERM

The term of office shall be three (3) years. The Commission consists of nine (9) members. The Mayor shall appoint the Chairman. The term of office begins at the first meeting in June following the appointment. Eligible members must reside within the City limits or within the extraterritorial jurisdiction of the City of Boerne. Members are subject to the City of Boerne's Ethics Ordinance.

MEETINGS

Regular and consistent attendance at monthly Planning and Zoning meetings, the **first Monday of each month at 6:00 PM**, and any special meetings that may be called. Members missing three or more consecutive meetings or attending less than 75% of the posted meetings on a 12 month rolling average are subject to removal.

4, CITY OF BOERNE PUBLIC LIBRARY ADVISORY BOARD

TERM

The Mayor appoints two (2) members to the board each year. The Board consists of eight (8) members. The term of each member shall be four (4) years. Additional terms may be served after a one (1) year interval. The term of office begins on June 1st of the year of appointment. The officers of the board shall be the Chairman, Vice Chairman and Secretary. Officers of the Board are elected by the Board. Eligible members must reside within the City limits or within Kendall County, Texas. Members are not subject to the City of Boerne's Ethics Ordinance.

MEETINGS

Regular and consistent attendance at the monthly Library Advisory Board meetings and at any special meetings called. Meetings are held every **second Thursday of the month at 6:00 PM**, or at any such date as designated by the board. Members missing three or more consecutive meetings or attending less than 75% of the posted meetings on a 12 month rolling average, are subject to removal.

5. CITY OF BOERNE ZONING BOARD OF ADJUSTMENT

TERM

The Zoning Board of Adjustments consists of five (5) members and four (4) alternate members. All members, both regular and alternate shall serve for a term of two (2) years. The Mayor appoints the Chairman and Vice Chairman. The term of office begins at the first meeting in June following the appointment. Eligible members must reside within the City limits **or within the extraterritorial jurisdiction of the City of Boerne**. Members are subject to the City of Boerne's Ethics Ordinance.

MEETINGS

Regular and consistent attendance at the monthly Zoning Board of Adjustment meetings, and any special meetings that may be called. Meetings are held on the **third Wednesday at 5:30 PM** as necessary, based upon receiving a variance request. Members missing three or more consecutive meetings or attending less than 75% of the posted meetings on a 12 month rolling average are subject to removal.

6. PUBLIC HOUSING AUTHORITY

TERM

The term of all commissioners is two (2) years. All commissioners except resident commissioners filling a "resident commissioner slot" may serve an unlimited number of consecutive terms. Resident commissioners may serve only two (2) consecutive terms. If the Public Housing Authority wants to keep a particular resident commissioner longer, the Mayor may appoint that person to a regular commissioner slot when one becomes vacant. The term of office begins at the first meeting in June following the appointment. Eligible members must reside within the City limits. Members are not subject to the City of Boerne's Ethics Ordinance.

MEETINGS

The Public Housing Authority shall meet four times annually. Meetings are held on a **Tuesday at 2:00 PM**, as posted at the Public Housing Authority Office and City Hall. Members missing three or more consecutive meetings or attending less than 75% of the posted meetings on a 12 month rolling average are subject to removal.

7. KENDALL COUNTY ECONOMIC DEVELOPMENT CORPORATION

TERM

The City of Boerne has the right to appoint two (2) directors of the Corporation. The term of office is for three (3) years. The officers, other than the President/CEO shall be elected from among the directors of the Corporation at their first meeting following the annual meeting of the members of the Corporation. The term office shall begin at or before the first annual meeting of the members in March. Eligible members must reside within the City limits. Members are not subject to the City of Boerne's Ethics Ordinance.

MEETINGS

Regular and consistent attendance at the monthly meetings which are held the **second Thursday, at 8:00 AM**. Quarterly investor meetings are held four times a year, with the annual meeting held the **third Thursday in March**. Special called meetings are called as necessary. Members missing three or more consecutive meetings or attending less than 75% of the posted meetings on a 12 month rolling average are subject to removal.

8. KENDALL COUNTY APPRAISAL DISTRICT

TERM

The City of Boerne is entitled to nominate a Board Member to the Kendall County Appraisal District's Board of Directors. The Board members are voted on by all of the taxing entities contracted with Kendall County Appraisal District. By statute, the term of office is for two (2) years, beginning January 1 of even numbered years. A member may become eligible for nomination and votes after a one (1) year interval, with City Council approval. Eligible members must reside within the City limits. Members are not subject to the City of Boerne's Ethics Ordinance.

MEETINGS

The Board must meet quarterly. Meetings are normally held on a **Wednesday, at 10:00 AM**, and as necessary. Special meetings are called as necessary. Members missing three or more consecutive meetings or attending less than 75% of the posted meetings on a 12 month rolling average are subject to removal.

9. KENDALL COUNTY LIBRARY SYSTEM ADVISORY BOARD

TERM

The term of office shall be for two (2) years. Terms of office commence on January 1. The City of Boerne is entitled to nominate two (2) Board Members to the Kendall County Library System

Advisory Board. The Board members are confirmed by the Commissioners' Court of Kendall County. Officers are elected by the Board. Eligible members must reside within the City limits. Members are not subject to the City of Boerne's Ethics Ordinance.

MEETINGS

The Advisory Board shall meet at least ~~four~~ **three** times each year, including the January meeting at which officers are elected. Members missing three or more consecutive meetings or attending less than 75% of the posted meetings on a 12 month rolling average are subject to removal.

10. ETHICS REVIEW COMMISSION

TERM

The Commission consists of five (5) regular members and two alternates. The Mayor shall appoint five regular members serving three year terms, and two (2) alternates serving three (3) year terms. No person shall serve for more than six years or be appointed for more than two terms. The Commission shall elect a Chair, Vice-Chair and Secretary at its first meeting each year. The term of office begins on the first called meeting of the Commission following the appointment. Eligible members must reside within the City limits. Members of the Ethics Review Commission are subject to the Ethics Ordinance.

MEETINGS

Regular and consistent attendance at any of the special called meetings of the Ethics Review Commission. Members missing three or more consecutive meetings or attending less than 75% of the posted meetings on a 12 month rolling average are subject to removal.

11. PUBLIC ART COMPETITION COMMITTEE

TERM

The Committee consists of a Juror, ~~two~~ (2) **three** (3) members, with two (2) staff members. The term of office is two (2) years from the date of appointment. The term of office begins August 2016. Eligible members must reside within the City limits. Members are not subject to the City of Boerne's Ethics Ordinance.

MEETINGS

The Public Art Competition Committee shall meet as necessary.

12. EFFECTIVE DATES OF APPLICATION OF PROVISIONS OF THIS RESOLUTION

- A. Provisions herein regarding residency requirements shall not apply to a current member of a board and commission until on and after the date of that member's next appointment to the same board or commission.
- B. All other provisions contained in this Resolution shall become effective and apply immediately upon passage and approval.

PASSED and APPROVED this the ____ day of May, 2017.

APPROVED:

Mayor

ATTEST:

City Secretary