



DRAFT POLICY: APPOINTING CITIZENS TO COMMITTEES

RS-17-043

April 4, 2017

CITIZEN APPOINTMENTS

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□ PURPOSE

- Establish procedure for appointment/reappointment of citizens to boards, commissions and committees

□ TIME OF APPOINTMENT

- By October 1, annually

□ REVIEW OF APPLICATIONS

- Staff compiles applications, emails to council 2 weeks prior to workshop, provides copies at workshop

CITIZEN APPOINTMENTS

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□ APPOINTMENT SUBCOMMITTEES

- Teams of two councilmembers
- Responsible for reviewing and discussing applications in advance, reaching consensus regarding most qualified applicant(s) prior to workshop
- BOA-Construction, BOA-Fire Prevention, BOA-Zoning, KVI, Senior Citizens Advisory, Bell County Health District

CITIZEN APPOINTMENTS

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- FULL COUNCIL APPOINTMENTS
 - ▣ Entire council reviews applications, discusses applicants during workshop
 - ▣ Workshop consensus regarding most qualified candidate to fill a vacancy
 - If necessary, nomination process used
 - ▣ Animal Advisory Committee, Arts Commission, CDAC, Heritage Preservation Board, KEDC, Killeen Sister Cities, P&Z, TIRZ #2 Board, KTMPO

CITIZEN APPOINTMENTS

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□ TERM LIMITS

- No more than six consecutive years, excluding unexpired terms
- Exceptions:
 - Specialized knowledge, license or certifications AND no other qualified and interested person available;
 - Other good cause found by council, which will be specified in the appointment resolution

CITIZEN APPOINTMENTS

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□ CRITERIA FOR APPOINTMENTS

- ▣ Application date?
- ▣ Primary residence?
- ▣ Service on other boards?
- ▣ Specialized knowledge, licenses or certifications?
- ▣ Term limits?

□ RESPONSIBILITY AND AUTHORITY

- ▣ Council will review annually