



City of Killeen

Legislation Details (With Text)

File #: RS-21-010 **Version:** 1 **Name:** Appointing Citizen Members to Various Boards & Commissions
Type: Resolution **Status:** Passed
File created: 1/4/2021 **In control:** City Council
On agenda: 1/26/2021 **Final action:** 1/26/2021
Title: Consider a memorandum/resolution declaring vacancies on various citizen appointed boards and commissions and appointing members to fill the unexpired terms.
Sponsors: City Secretary
Indexes:
Code sections:
Attachments: 1. Staff Report, 2. Presentation

Date	Ver.	Action By	Action	Result
1/26/2021	1	City Council	Approved	Pass
1/19/2021	1	City Council Workshop		

Consider a memorandum/resolution declaring vacancies on various citizen appointed boards and commissions and appointing members to fill the unexpired terms.

DATE: **January 19, 2021**

TO: **Kent Cagle, City Manager**

FROM: **Traci Briggs, City Attorney**

SUBJECT: **Appointing Citizen Members to Various Boards & Commissions**

BACKGROUND AND FINDINGS:

The Mayor and City Council make annual appointments to the various boards, commissions, and committees each year and throughout the year as vacancies occur.

Section 2-118 of the Code of Ordinances states that persons appointed to city boards, commissions or committees can be effective members only if they attend the group's meetings regularly. In case of excessive absences, a board, commission, or committee member can be removed from office. Missing three (3) consecutive meetings or more than twenty-five (25) percent of meetings in a twelve-month period where the board meets more than four times per year shall constitute excessive absences. The city manager has been notified by the chairperson of the Senior Citizen Advisory Board that a member has missed more than three (3) consecutive meetings as defined by the code. The member with the attendance infraction is identified in the chart below in the status column as "Attendance."

In addition, Section 3-20(o) of the City Council's Governing Standards and Expectations states that citizen

committees are most effective when members are able to communicate freely and that no city councilmember will be appointed as a member of a citizen committee. Two of the newly-elected councilmembers, Ken Wilkerson and Mellisa Brown, serve on several boards.

In October 2020 shortly after being appointed, a Planning and Zoning member resigned from their seat creating a vacancy. The member who resigned is identified in the chart below in the status column as "Resigned."

In order to declare vacancies and make appointments to fill the unexpired terms of the vacancies, City Council action is required.

Also, based on City Council direction in December 2020 regarding potential impact fees, the Capital Improvements Advisory Committee (CIAC) is required to be reinstated. This committee was previously created, but all member terms have since expired. The Committee is required by Texas Local Government Code Chapter 395 for all municipalities that desire to impose an impact fee. By statute, the committee must have a minimum of five (5) members. Forty percent (40%) of the members must be members of the real estate, development or building industry, and at least one member must reside in the City's extraterritorial jurisdiction.

THE ALTERNATIVES CONSIDERED:

No other alternatives were considered.

CONFORMITY TO CITY POLICY:

Making these appointments conforms to relevant city ordinances and policies.

Board of Adjustment - Zoning (Sub-committee: K. Wilkerson, M. Brown)

Current Member	Status	New Member	Comments
Ken Wilkerson	Councilmember	Sean Payton	Alternate (unexpired term 20-22)
Vacant	No Apps (09/20)		Alternate (unexpired term 19-21)

Planning and Zoning (Sub-committee: All Council)

Current Member	Status	New Member	Comments
Mark Manning	Resigned	Luvina Sabree	Citizen Rep (unexpired term 20-23)

Recreation Services Advisory Committee (Sub-committee: All Council)

Current Member	Status	New Member	Comments
Ken Wilkerson	Councilmember	Paul Passamonti	District 4 Rep (unexpired term 20-22)

Senior Citizen Advisory (Sub-committee: S. Fleming, D. Nash-King)

Current Member	Status	New Member	Comments
Mellisa Brown	Councilmember	Pat Holland	Citizen Rep (unexpired term 19-22)
L Llewellyn Walker	Attendance	Sean Payton	Citizen Rep (unexpired term 20-23)

Capital Improvement Advisory Committee (Sub-committee: All Council)

Current Member	New Member	Comments
Place 1	Joshua Welch	Real estate, development or building industry
Place 2	Chet Southworth	Real estate, development or building industry
Place 3	Louie Minor	Real estate, development or building industry
Place 4	Michael Boyd	Real estate, development or building industry
Place 5	Cyndi Rowe	ETJ Resident
Place 6	Angela Ann Brown	Community Representative
Place 7	Calvin Moultrie, Sr	Community Representative
Place 8	Jackie McDonald, II	Community Representative
Place 9	Patsy Bracey	Community Representative

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

There is no current or future expenditure with these appointments.

Is this a one-time or recurring expenditure?

N/A

Is this expenditure budgeted?

N/A

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

N/A

RECOMMENDATION:

Recommendation is to declare vacancies on various citizen appointed boards and commissions and appoint citizen members to fill the identified unexpired terms, and to appoint members to the reinstated Capital Improvement Advisory Committee.

DEPARTMENTAL CLEARANCES:

City Attorney

ATTACHED SUPPORTING DOCUMENTS:

N/A