

## Legislation Text

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**File #:** 21-789, **Version:** 1

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**PRESENTER:**

Caitlin Krobot, City Secretary

**SUBJECT:**

Approval of the second and final reading of an ordinance amending Section 2-56 of the City of New Braunfels Code of Ordinances to align all terms for city board and commissions to begin December 1 or June 1.

**DEPARTMENT:** City Secretary's Office

**COUNCIL DISTRICTS IMPACTED:** City-wide

**BACKGROUND INFORMATION:**

The City of New Braunfels currently has 31 boards and commissions. Each board and commission have term dates, term lengths, and requirements for eligibility unique to the creating ordinance, state law or by-laws of the body. Currently, the City Secretary's Office brings board and commission appointments to City Council every month of the year but June and July.

In March of 2021, the City Secretary's Office began working on several improvements to the boards and commissions with three goals:

1. Implementation of board and commission management software
2. Application redesign
3. Term alignments

The City Secretary's Office launched Onboard in late March 2021 along with the redesigned application accomplishing the first two goals. The alignment of terms to a twice year process is the final step in the revamp of the City's boards and commissions.

The alignment of terms will allow city staff to work collaboratively to develop a more robust advertisement campaign that will better communicate information to the community regarding opportunities to serve on a board or commission. Additionally, the term alignment will streamline internal administrative processes.

**ISSUE:**

The proposed ordinance aligns all terms for city board and commission appointments to begin December 1 or June 1 with appointments to fill vacancies with unexpired terms to be made at any time. The City Secretary's Office will determine which boards and commissions will have terms that begin December 1 or June 1 considering current terms expirations and the number of boards and commissions. At this time, it is proposed

as follows:

Terms to Begin June 1

Airport Advisory Board  
Arts Commission  
Central Texas Technology Center Advisory Board  
Downtown Board\*  
Ethics Commission\*  
Heritage Commission  
Historic Landmark Commission  
Planning Commission\*  
TIRZ  
Traffic and Transportation Advisory Board\*  
Watershed Advisory Committee  
Zoning Board of Adjustments\*

Terms to Begin December 1

Animal Services Advisory Board  
Building Standards Commission  
Cemetery Committee\*  
Civil Service Commission  
Library Board  
NBEDC  
NBU  
Parks and Recreation Board  
Partnership Committee  
Workforce Housing Advisory Committee  
Community Development Advisory Committee  
Landa Park Golf Course Advisory Board  
River Advisory Committee

The \* symbol denotes boards and commissions that have existing terms that align with the proposed ordinance.

**FISCAL IMPACT:**

No fiscal impact.

**RECOMMENDATION:**

Staff recommends approval.