

CITY OF HORSESHOE BAY

ORDINANCE NO. 2019-36

**CREATING THE 2019 LONG RANGE
PLANNING ADVISORY COMMITTEE**

AN ORDINANCE OF THE CITY OF HORSESHOE BAY, TEXAS AMENDING THE CODE OF ORDINANCES, CHAPTER 1 GENERAL PROVISIONS, ARTICLE 1.06 BOARDS, COMMISSIONS, AND COMMITTEES, DIVISION 3 LONG RANGE PLANNING COMMITTEE, ADOPTING PROVISIONS REGARDING THE NAME OF THE COMMITTEE; DEFINING/AMENDING THE PURPOSE, RESPONSIBILITIES, ORGANIZATION, MEMBERSHIP AND APPOINTMENTS, QUALIFICATIONS, MEETINGS/ATTENDANCE, RULES OF PROCEDURE; PROVIDING FOR FINDINGS OF FACT; EFFECTIVE DATE; REPEALER; SEVERABILITY; AND PROPER NOTICE AND MEETING

WHEREAS, the City Council adopted ordinance 15-03-17A on March 17, 2015, creating the Long Range Planning Committee to advise the City Council on issues it considers appropriate regarding long range planning; and

WHEREAS, the City appointed members to the Committee who submitted a Long Range Comprehensive Plan which was adopted by City Council on October 18, 2016, after which the Committee was dissolved; and

WHEREAS, one of the recommendations of the Committee was to review and update the Long Range Comprehensive Plan every five years; and

WHEREAS, the City Council desires that the Long Range Planning Advisory Committee be re-activated in order to perform the five-year review of the Plan, and to solicit applications from qualified citizens to be appointed to the Committee.

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

I. LONG RANGE PLANNING ADVISORY COMMITTEE

(a) Creation

A committee is hereby created and shall be known as the Long Range Planning Advisory Committee (also referred to as the "Committee"), and the Committee shall have such powers and authority as is prescribed by this ordinance. The Committee shall act as an advisory committee to the City Council in the development of long term planning recommendations regarding the City's future growth and needs. However, the Committee expressly does not have the power to make final decisions or the power to adopt rules or policies regarding public business.

(b) Purpose and Responsibilities

The purpose of this Committee is to ensure future long-term challenges for the City of Horseshoe Bay's citizens are identified. The Committee will develop a document that will act as a blueprint for the future planning of Horseshoe Bay for the next 3-5 years. Information derived from various sources, such as the City's elected officials and staff, citizens, and other stakeholders, will help guide the development of a long range plan that will proactively address the needs of the community.

Responsibilities:

- To meet as an advisory committee and work collaboratively with city officials, city staff, the community, and others to review, assess, and identify long-term challenges and opportunities for all present and future citizens of the City.
- This Committee is not a consulting group tasked with identifying and suggesting process improvements and procedures for current staff pushing a specific agenda for the City.

(c) Membership

Committee members will be appointed by City Council according to the Council Rules of Procedure. There will be a maximum of seven (7) members, including the Chair. City Council will appoint the Chair. The Committee will appoint from its members a Vice Chair and a Secretary at its first meeting. The Vice Chair shall act in the place of the Chair when the Chair is absent. The Secretary shall take minutes of the meetings and arrange meeting dates, times, and locations.

To the greatest extent possible, members will be past graduates of the City's Citizens' Academy program. In addition to the 7 members, 2-3 prior 2015 LRPAC members may be appointed by Council to assist the 2019 LRPAC. These will be non-voting members. There will be one City Council Member appointed by Council to serve as the Committee's liaison who will attend all meetings of the Committee with the City Manager.

Members may be removed from the Committee by a majority vote of the City Council at any time for any reason. All members appointed to the Long Range Planning Advisory Committee shall continue until such time as they resign, are removed, or the Committee is terminated. If at any time a seat on the Committee becomes vacant, a new member will be appointed by a majority vote of the City Council.

(d) Qualifications

Members should possess the following skills, knowledge, experience, and other attributes:

- The ability and willingness to work in a team environment;
- Good understanding and support of the City of Horseshoe Bay's Mission Statement, Vision Statement, Leadership Philosophy, and Values;
- General communication and team facilitation skills;
- Must be open-minded and able to work collaboratively with others;
- Exhibit a positive and constructive attitude;
- Must be a citizen of the City of Horseshoe Bay within the city limits or within the City's extraterritorial jurisdiction (ETJ);
- Shall have resided in the City not less than 12 months immediately preceding appointment;
- Shall not be in arrears in payment of any taxes or other liabilities due the City;
- Shall have an active application on file with the City Secretary

(e) Meetings

The Committee will meet regularly with a schedule to be determined as needed by the LRPAC to meet the goals outlined in the Charter. As an advisory committee to the City Council, the Committee meetings are not required to be open to the public pursuant to the Texas Open Meetings Act as set forth in Chapter 551 of the Texas Government Code, as may be amended. However, the Committee meetings shall be open to the public. Meetings shall be called by the Chair or at the request of two or more of the Committee members, or at the direction of City Council.

(f) Conduct/Attendance

Members will act in a professional and confidential manner. Each member will actively participate in the committee's deliberations, reviews, and approvals. Members will respect the process, the Committee's Charter, and one another by considering all ideas that are expressed, being thoroughly prepared for each meeting, maintaining the confidentiality agreed upon and sharing equally in the responsibility to reach consensus successfully. The Committee may adopt its own rules of procedure and order to regulate meetings and activities of the Committee, provided that such shall not be in conflict with the Council Rules of Procedure, City Charter, City Code of Ordinances, or other provisions of the law.

Members shall attend meetings as necessary to complete required duties as specified by City Council, City Manager and Committee members. A member's position on the committee is automatically considered vacant if the member is absent for three consecutive meetings or four total meetings in the preceding 12-month period. Exceptions may be granted at the discretion of the Chair and City Manager.

FINDINGS OF FACT

All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council, and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

II. EFFECTIVE DATE

This Ordinance shall be and become effective immediately upon and after its passage and publication as may be required by governing law.

IV. REPEALER

All ordinances or parts of ordinances in force when the provisions of this Ordinance become effective which are inconsistent or in conflict with the terms and provisions contained in this Ordinance are hereby repealed only to the extent of such conflict.

V. SEVERABILITY

Should any part, sentence or phrase of this Ordinance be determined to be unlawful, void or unenforceable, the validity of the remaining portions of this Ordinance shall not be adversely affected. No portion of this Ordinance shall fail or become inoperative by reason of the invalidity of any other part. All provisions of this Ordinance are declared to be severable.

VI. PROPER NOTICE AND MEETING

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

ADOPTED AND APPROVED on this 27th day of August, 2019 by a vote of the City Council of the City of Horseshoe Bay, Texas.

CITY OF HORSESHOE BAY, TEXAS



Stephen T. Jordan, Mayor

ATTEST:



Kerri Craig, City Secretary