

Office of the City Secretary

Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council
From: Cathy Bourg, City Secretary
Date: June 7, 2016
Subject: Consider Appointments of Boards and Commissions

City Council Action Requested:

Consider appointments of Boards and Commissions.

Background Information:

Each May, members of the City Council have an opportunity to appoint citizens to the Zoning Board of Adjustment. As a reminder, the ZBA is different from any of the other appointments you make in that members are not appointed by place, but rather appointed by the Council as a whole. At this time, the entire ZBA needs to be re-appointed or have new members appointed. The current ZBA members have been contacted and all request to be re-appointed.

Board/Citizen Input:

N/A

Financial Impact:

N/A

Staff Contacts:

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Zoning Board of Adjustment - Consist of 5 Members and 4 Alternates

Place	Name	Current Appointment	Term Expires
Place 1	Ricky Head - Chair	06-17-2014	06/2016
Place 2	Sanjay Mathew	06-17-2014	06/2016
Place 3	Travis Malone	05-03-2016	06/2016
Place 4	Chris Utchell	06-17-2014	06/2016
Place 5	Curtis Bergthold	04-21-2015	06/2016
Alternate 1	Brent Peck	04-21-2015	06/2016
Alternate 2	Vacant		
Alternate 3	Vacant		
Alternate 4	Vacant		

Section 5.02 – Board of Adjustment

- (1) Organization. The board of adjustment shall consist of five members who are residents of the city, each to be appointed by the city council for a term of two years and removable for cause by the appointing authority upon written charges and after public hearing. The city council shall designate one member as chairperson.
- (2) Vacancies. Vacancies shall be filled for the unexpired term of any member whose place becomes vacant for any cause in the same manner as the original appointment was made; provided, however, that the city council may appoint four alternate members of the board of adjustment who shall serve in the absence of one or more of the regular members when requested to do so by the mayor or city manager, as the case may be.
- (3) Quorum requirement. All cases to be heard by the board of adjustment shall be heard by a minimum of four members.
- (4) Alternate membership. These alternate members, when appointed, shall serve for the same period as the regular members, which is for a term of two years, and any vacancy shall be filled in the same manner as would be used to appoint a regular member, and they shall be subject to removal in the same manner as the regular members.

Places up for appointment or reappointment: All request to be re-appointed

- Place 1 – Ricky Head
- Place 2 – Sanjay Mathew
- Place 3 – Travis Malone
- Place 4 – Chris Utchell
- Place 5 – Curtis Bergthold
- Alternate 1 – Brent Peck
- Alternate 2 – Council appointment
- Alternate 3 – Council appointment
- Alternate 4 – Council appointment
- Chairperson – Council appointment