

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: September 20, 2016
Subject: Consider Appointments of Board Members and Officers to Boards and Commissions

City Council Action Requested:

Consider appointments of board members and officers to various boards and commissions.

Background Information:

The attached Boards and Commissions are scheduled for appointments or reappointments.

Board/Citizen Input:

N/A

Financial Impact:

N/A

Staff Contacts:

Cathy Bourg, City Secretary
817-616-3810
cbourg@richlandhills.com

Animal Shelter Advisory Board

Place	Name	Current Appointment	Term Expires
Place 1	Dr. William Anderson (Lic Veterinarian)	09-16-2014	09/2016
Place 2	Pam Burney (Animal Welfare Rep)	09-16-2014	09/2016
Place 3	Kay Fisk (Municipal Officer) Chair	09-16-2014	09/2016
Place 4	Robin Studer (Animal Control Officer)	09-15-2015	09/2016
Place 5	Kris Freudiger (Animal Shelter Volunteer) Vice Chair	09-15-2015	09/2016
Alternate 1	Vacant		
Alternate 2	Vacant		

Consist of 5 Members and 2 Alternates

- Place 1 - licensed veterinarian
- Place 2 - a representative of an animal welfare organization
- Place 3 - municipal official who may be an elected official or an employee of the city
- Place 4 - a person whose duties include daily operation of the animal shelter
- Place 5 - a person who volunteers at the animal shelter.

The persons who are appointed to places 1 through 4 need not be registered voters within the city, but registered voters within the city shall be given preference for appointment. The person appointed to place 5 shall be a registered voter within the city. The persons appointed as alternates to this board need not be registered voters within the city, but registered voters within the city shall be given preference for appointment.

The officers of the boards shall be a chairman and vice-chairman selected by a majority vote of the City Council. Each board shall have a secretary, who shall be appointed by the city manager.

Council Action:

Places up for appointment or reappointment:

- **Places 1 through 5 are eligible for reappointment.**
- **Alternate 1** – Application from Melissa Scheutting
- **Chair and Vice-Chair** – Council appoints a Chair and Vice-Chair
- **Secretary** – City Manager appoints Secretary

Planning & Zoning Commission

Place	Name	Current Appointment	Term Expires
Place 1	Athena Campbell - Chair	09-15-2015	09/2017
Place 2	Doug Knowlton	10-21-2014	09/2016
Place 3	David Baker	09-15-2015	09/2017
Place 4	Kyle LaPointe	09-16-2014	09/2016
Place 5	Lisa Skier – Vice Chair	09-15-2015	09/2017
Alternate 1	Shirlene Chadick	05-03-2016	09/2018
Alternate 2	Vacant		

Consist of 5 Members and 2 Alternates

Appointment of planning and zoning commission members should be accomplished by the city council to coincide with election of city council members in places 1 through 5. Any member of the city council may nominate applicants for alternate members and each nomination shall be subject to approval by a majority vote of the city council present.

The Commission shall elect a Chairman from its membership.

Council Action:

Places up for appointment or reappointment:

- **Place 2** – Doug Knowlton, would like to be reappointed. Nomination by Councilmember Barger.
- **Place 4** – Kyle LaPointe, would like to be reappointed. Nomination by Councilmember Williams.

Richland Hills Development Corporation

Directors	Name	Current Appointment	Term Expires
Place 1	Bill Agan - Chair	09-16-2014	09/2016
Place 2	Roland Goveas	09-16-2014	09/2016
Place 3	Beverly Williams	09-16-2014	09/2016
Place 4	Edward Lopez	09-16-2014	09/2016
Place 5	David Ragan	09-16-2014	09/2016
Place 6	Athena Mathew	09-16-2014	09/2016
Place 7	Jorge Cisneros	09-16-2014	09/2016

Consist of 7 Directors

- Places 1-4 are designated for Councilmember directors
- Places 5-7 are designated for Citizenmember directors

Officers

- President - Eric Strong
- Treasurer – Ariel Carmona
- Secretary - Cathy Bourg

Each director shall hold office for the term for which the director is appointed unless sooner removed or resigned. Each director, including the initial directors, shall be eligible for reappointment. Directors are removable by the City Council at will and must be appointed for a term a two (2) years. A vacancy occurring on the board of directors through death, resignation or otherwise shall be filled by appointment by the City Council for the remainder of the vacating member's term.

The chairman of the Board shall be the mayor or mayor pro-tem of the City.

Places up for appointment or reappointment:

- **Councilmember places 1 through 4 are eligible for reappointment**
- **Place 5** – David Ragan, Citizenmember would like to be reappointed.
- **Place 6** – Need to make new appointment.
- **Place 7** – Jorge Cisneros, Citizenmember would like to be reappointed.