

CITY OF HORSESHOE BAY

ORDINANCE NO. 2022-01

CREATING THE TRANSPORTATION 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, CREATING THE TRANSPORTATION ADVISORY COMMITTEE, ADOPTING PROVISIONS REGARDING THE NAME OF THE COMMITTEE; DEFINING THE PURPOSE, RESPONSIBILITIES, MEMBERSHIP, QUALIFICATIONS, MEETINGS, CONDUCT/ATTENDANCE; AND PROVIDING FOR FINDINGS OF FACT; EFFECTIVE DATE; REPEALER; SEVERABILITY; AND PROPER NOTICE AND MEETING

WHEREAS, the City Council adopted ordinance 2019-36 on August 27, 2019 re-activating the Long-Range Planning Advisory 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 presented a preliminary report with recommendations at the January 12, 2021 City Council meeting, which included the recommendation to consider and further improve transportation in the City; and

WHEREAS, the City Council desires that a Transportation Advisory Committee (“Committee”) be created in order to perform a review of the current transportation activities of the City, offer a plan for improvements, 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. 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. TRANSPORTATION ADVISORY COMMITTEE

(a) Creation

A committee is hereby created and shall be known as the Transportation Advisory Committee, and the Committee shall have such powers and authority as is prescribed by this ordinance and Charter (“**Exhibit A**”). The Committee shall act as an advisory committee to the City Council in the development of transportation planning recommendations. 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 identify any potential new transportation goals and strategies, and to identify unique challenges for the City of Horseshoe Bay. The Committee will develop a document “plan” that will act as a blueprint for the future transportation 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 transportation 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 challenges and opportunities for all present and future citizens of the city with regard to transportation.
- This Committee is not a consulting group tasked with identifying and suggesting process improvements and procedures for any one individual 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.

There will be one City Council Member and one City Staff member appointed by Council to serve as the Committee's liaisons who will attend all meetings of the Committee.

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 Transportation 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 may 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 registered voter of the City of Horseshoe Bay and reside within the city limits;
- 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 Committee 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. 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 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 or City Council.

III. 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 12th day of October 2021 by a vote of the City Council of the City of Horseshoe Bay, Texas.

CITY OF HORSESHOE BAY, TEXAS

ATTEST:



Kerri Craig, City Secretary



Cynthia Clinesmith, Mayor





CITY OF HORSESHOE BAY



EXHIBIT A

2021 Transportation Advisory Committee Charter

Adopted by City Council October 12, 2021

Committee Purpose

Per our Leadership Philosophies, ***United, we build a culture based on trust, mutual respect, creativity, professionalism and communication.*** The purpose of this committee is to identify any potential new transportation goals and strategies. The Committee will develop a document "plan" that will act as a blueprint for future transportation 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 transportation plan that will proactively address the needs of the community.

Committee Responsibilities

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

Committee Membership

Committee members will be appointed by the City Council.

- There will be a maximum of 7 members, including the Chair.
- City Council will appoint the Chair. The members will appoint a Vice Chair and Secretary.
- Last, Council will appoint one Council Member and one city staff member to serve as liaisons.

Ultimately, City Council will be mindful of the professional background of each member when making the final appointments.

Committee Member Skills

Team 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.

Conduct of the Members

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, this Charter, and one another by considering all ideas expressed, being thoroughly prepared for each meeting, maintaining the confidentiality agreed upon and sharing equally in the responsibility to reach consensus successfully.

Meeting Schedule

The committee will meet regularly with a schedule to be determined as needed by the Committee to meet the goals outlined in this Charter.

Deadline

The Council expectation is for a final report/plan to be presented to the Council no later than by the end of the calendar year 2022.

City Council Expectations

- The members will operate with the understanding that each member has equal standing.
- The members will review and absorb the findings of the current Long Range Plan (LRP).
- Produce a final document that encapsulates the arduous work and findings/recommendations.
- All committee members will share the responsibility to inform, collaborate and consult with all necessary parties in a positive professional manner.
- All committee recommendations must be supportive of any possible implementation.
- The committee will vote to forward this final *proposed* Transportation Plan to City Council. The committee will make every effort to reach consensus. If full consensus cannot be reached, the process will be re-reviewed. A second vote will be taken. If consensus is still not reached, a super-majority of 2/3 will rule for forwarding the *proposed* plan to City Council.
- In addition, the issues, proposals, actions, and the explanation of opposing views (if consensus is not reached) discussed by the committee will be documented in the final document.
- City Council has the final word on the content of the final Transportation Plan *adopted* by Council vote. City Council will accept this final *proposed* document forwarded from the Transportation Committee and 1) vote to adopt as is, 2) return with comments to the Committee for further consideration, or 3) modify slightly, as is their prerogative, and have a final vote for adoption.