

## **RESOLUTION NO. 2024-085**

### **A RESOLUTION ESTABLISHING NEW REQUIREMENTS RELATED TO COMMITTEE MEMBERSHIP, REMOVAL FROM OFFICE AND VACANCIES, DUTIES AND RESPONSIBILITIES, QUORUM AND VOTING, AND MEETING PROCEDURES FOR THE BAYOU GOLF COURSE ADVISORY BOARD.**

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**WHEREAS**, on January 5, 1972, the City Commission established the Bayou Golf Course Advisory Board (BGCAB) for the purpose of advising, assisting, and recommending to the Director regarding the operations of the Golf Course, with the approval of the City Commission. This Board consisted of seven (7) members; and

**WHEREAS**, it is the desire of City staff to establish requirements for involvement by the Bayou Golf Course Advisory Board (BGCAB) as it relates to membership, duties and responsibilities, and meeting procedures.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS, THAT:**

**SECTION 1:** The facts and recitations contained in the preamble of this Resolution are hereby found and declared to be true and correct.

#### **SECTION 2: COMMITTEE MEMBERSHIP**

The Bayou Golf Course Advisory Board (BGCAB) shall be composed of seven (7) regular voting members appointed by the City Commission. Each member shall be a resident of the city.

In addition to the regular voting members of the Board, the City's Head Golf Professional shall serve as a liaison of the Board with no voting privileges.

All BGCAB members shall receive no salary or compensation for serving on the Board, with the exception of the Head Golf Professional, who shall receive no extra compensation other than as an employee of the City of Texas City.

#### **SECTION 3: TERMS OF OFFICE**

The BGCAB members shall hold office and serve from and after the date of their respective appointments, subject to the conditions provided herein.

That each member of the Board shall serve for a two-year staggered term.

There are no limits to the number of consecutive terms Board members may serve.

#### **SECTION 4: REMOVAL FROM OFFICE AND VACANCIES**

Any committee member may be removed at any time by a majority vote of the City Commission for inefficiency, neglect of duty, malfeasance in office, or failure to maintain eligibility.

A vacancy arises if any committee member is absent from three (3) consecutive regular meetings or resigns.

If, for any reason, the position of any committee member shall have been vacated by removal or otherwise, the appointment and confirmation to fill such vacancy shall be made by the City Commission for the unexpired term of the vacated office.

**SECTION 5: DUTIES AND RESPONSIBILITIES**

The BGCAB members shall have the following duties and responsibilities:

The Board shall not exercise any executive authority or power, but it shall act in an advisory capacity to the Parks, Recreation, and Tourism Department, the City Commission, and the Head Golf Pro in matters pertaining to the golf course, including fees and fee structures.

The Board shall cooperate with other agencies and civic groups in the advancement of sound golf course operations, activities, planning and programming.

The Board shall present the City Commission with a written report no less than once per year or when requested by the City Commission.

**SECTION 6: QUORUM AND VOTING**

A minimum of four (4) Board members are needed to form a quorum.

An official recommendation requires a majority vote of the quorum of Board members present (e.g., 4 of 7 members present, 3 of 4 members present).

**SECTION 7: MEETING PROCEDURES**

All meetings of the Bayou Golf Course Advisory Board shall be open to the public and shall be governed by the Open Meetings Act.

The voting membership of the Bayou Golf Course Advisory Board shall elect, at their annual meeting each year, a Chairperson and Vice-Chairperson to serve a term of one year to conduct the meetings, and the voting members shall fill any vacancy in either of the offices of Chairperson or Vice- Chairperson.

The Board will meet regularly on the second Thursday of every other month at 11:30 a.m.

The Head Golf Pro or his/her designee will serve as the Committee's Secretary. They shall be responsible for preparing and posting the Board's agendas and keeping and recording meeting minutes. It shall be the committee's duty to approve the minutes for each meeting.

Any member of the Board may submit an agenda item request to the Chairperson to be considered for the meeting agenda.

**PASSED AND ADOPTED this 3rd day of July 2024.**

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Dedrick D. Johnson, Sr., Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Rhomari D. Leigh  
City Secretary

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Kyle L. Dickson  
City Attorney