

**ORDINANCE NO. 22-M-29**

**AN ORDINANCE BY THE CITY OF SCHERTZ AUTHORIZING AND AMENDING CITY COUNCIL RULES OF CONDUCT AND PROCEDURE TO INCLUDE APPOINTMENT PROCEDURES FOR CITY COUNCIL LIAISON POSITIONS TO THE CITY OF SCHERTZ BOARDS, COMMISSIONS AND COMMITTEES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, the City Council of the City of Schertz has previously adopted Rules of Conduct and Procedure for the conduct of meetings of the City Council 21-M-28; and

WHEREAS, the City Council discussed the following changes at their meeting of June 14, 2022; and

WHEREAS, the City Council has determined that it is in the best interest of the City to amend, update, and clarify the Rules of Conduct and Procedure as they relate to the placement of City Council Liaison to City Boards, Commission, and Committees.

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

Section 1. That the City Council's Rules of Conduct and Procedure are amended as follows:

**Article 7. Appointment Procedures**

**Section 5.3 – Appointment procedures for City Council Liaison Positions to the City of Schertz Boards, Commissions and Committees.**

- (a) The Council will discuss, and with a majority vote, appoint the Councilmember to serve as the Board, Commission, or Committee City Council Liaison.
- (b) The appointed City Council Liaison must be a Councilmember and must meet the qualifications of Section 4.02 of the City Charter. In addition, to be appointed to the position of a City Council Liaison, a Councilmember must be an elected member of Council and a member in good standing.
- (c) Assignments for the City Council Liaison positions will be reviewed annually in December, and if needed, changes in appointments can be made at that time. Appointments can also be made at any time if there is an open City Council Liaison position.

- (d) The appointed City Council Liaison may be removed by Council by a two-thirds (2/3) majority vote of the members of Council at any time during his or her appointment.
- (e) City Council Liaison will attend meetings for observation purposes only and will provide updates and information from their assigned Board, Commission or Committee to City Council when needed.
- (f) City Council Liaison do not serve as ex-officio members of Boards, Commissions, and Committees.
- (g) City Council Liaison are a non-voting member of their assigned Board, Commission and Committee. They are to facilitate communications between the City Council and their assigned Board, Commission, or Committee.
- (h) City Council Liaison will be careful of their personal opinions, political opinions and limit contact with Board, Commission and Committee members. Any public comments made by a Councilmember at these meetings should be clearly made as an individual opinion and not a reflection or representation of the City Council. They are also to remember that the members serve the community, not the individual Councilmembers
- (i) Council reserves the right to alter this procedure at any time by resolution or rule

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 4. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 7. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

APPROVED ON FIRST READING the 5th of July 2022.

PASSED, APPROVED AND ADOPTED ON FINAL READING, the 12<sup>th</sup> day of July 2022.

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Mayor, Ralph Gutierrez

ATTEST:

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City Secretary, Brenda Dennis

(Seal of City)