



AGENDA MEMORANDUM

Future Item for the City Council Meeting of February 14, 2017
Action Item for the City Council Meeting of February 21, 2017

DATE: February 14, 2017
TO: Mayor and City Council
FROM: Rebecca Huerta, City Secretary
rebeccah@cctexas.com
(361) 826-3105

Establish Submission Deadline for Board, Commission & Committee Applications
--

CAPTION:

Resolution amending City Council Policies for applications for Board, Commission, and Committee Appointments.

PURPOSE:

City Council Policy Number 14 addresses Boards, Commissions, and Committee Procedures. In the first paragraph of Policy Number 14, language has been added establishing a deadline for submitting an application and clarifying that an “application” is required instead of a “resume or biographical information sketch”.

BACKGROUND AND FINDINGS:

At the City Council retreat of January 13, 2017, City Council unanimously approved a Motion of Direction directing the City Secretary to bring forward an agenda item amending the Council Policies to incorporate an application submission deadline of seven calendar days before the date appointments to Boards, Commissions & Committees are to be considered by the City Council.

CONFORMITY TO CITY POLICY:

Conforms with City Council policies.

DEPARTMENTAL CLEARANCES:

None.

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year: 2016-2017	Current Year	Future Years	TOTALS
Line Item Budget	\$0	\$0	\$0
Encumbered / Expended Amount	\$0	\$0	\$0
This item	\$0	\$0	\$0
BALANCE	\$0	\$0	\$0

Fund(s): N/A

LIST OF SUPPORTING DOCUMENTS:

Resolution