

RESOLUTION 2016-11-07-1

**A RESOLUTION OF THE CITY OF LLANO CREATING A CITY OF LLANO, TEXAS
CAPITAL IMPROVEMENT PLANNING ADVISORY COMMITTEE**

WHEREAS, The Mayor and City Council desire to provide a vehicle for interested citizens to maintain and improve the quality of life within the City of Llano; and

WHEREAS, The Mayor and Council realize a structured process in receiving ideas of the current and future needs provided by the City of Llano is needed; and

WHEREAS, The Mayor and City Council are desirous in the formation of an Advisory Committee to provide recommendations for current and future needs of the City; and

WHEREAS, the Mayor and City Council are aware the Advisory Committee should have By-Laws to define the mission of an Advisory Board.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LLANO, TEXAS:

SECTION 1

- (A) The City of Llano Capital Improvement Planning Advisory Committee is hereby established.
- (B) The City of Llano Capital Improvement Planning Advisory Committee shall have members appointed by the City Council.
- (C) The Advisory Committee members shall serve at the pleasure of the City Council.

SECTION 2

PURPOSE AND DUTIES

- (A) The Capital Improvement Planning Advisory Committee is charged with the review, planning, and providing recommendations, including prioritization and funding of Capital Improvement Projects within the City of Llano. Additionally, the Capital Improvement Planning Advisory Committee shall recommend action to City Council on or before January 31, 2017.
- (B) The Capital Improvement Planning Advisory Committee may hear testimony and conduct public hearings as required.

SECTION 3

OFFICERS

- (A) The officers of the committee shall consist of a Chair, Vice-chair and a Secretary.

- (B) Officers shall be elected by a majority vote of the committee members present at the first regular meeting after November 7, 2016. In the event a current officer becomes ineligible to serve as an officer the committee may hold an emergency election as needed.

SECTION 4

DUTIES OF OFFICERS

- (A) The chair shall preside at committee meetings, schedule meetings, prepare agendas, and represent the committee at City Council meetings.
- (B) In the absence of the chair, the vice-chair shall perform all duties of the chair.
- (C) In the absence of the chair and the vice-chair, any member may be deemed the presiding officer by a vote of members of the committee present at the meeting, with such designation recorded in the minutes.
- (D) Secretary shall record minutes of the committee including actions of the committee at a minimum.

SECTION 5

AGENDAS

- (A) The Chairman in consultation with the City Secretary shall prepare the agenda at least five days before the meeting. Any Capital Improvement Planning Advisory Committee member may also request items be placed on the agenda by communication with the City Secretary.
- (B) The City Secretary shall prepare and distribute the agenda to the committee members not less than 72 hours before the meeting.
- (C) Posting of the agenda must comply with Texas Government Code Chapter 551 (Texas Open Meetings Act).

SECTION 6

MEETINGS

- (A) The committee meetings shall comply with Texas Government Code Chapter 551 (Texas Open Meetings Act).
- (B) Meetings of the committee shall be held on an as needed basis, to fulfill its purpose at a location and time determined by the committee. All meetings must have a quorum of not less than 50% of the committee membership.
- (C) The chair has the same voting privilege as any other member.

(D) The committee shall allow citizens to address the committee on agenda items and during a period set aside for citizen communications. The chair may limit a speaker to three minutes.

SECTION 7

SUB-COMMITTEES

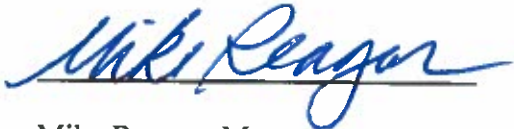
Sub- Committees May be formed as needed.

SECTION 8

AMENDMENT OF BYLAWS

A bylaw amendment is not effective unless approved by the City Council.

PASSED APPROVED, AND RESOLVED ON THIS THE 7th DAY OF
NOVEMBER, 2016



Mike Reagor, Mayor



ATTEST:



Toni Milam, City Secretary