



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** June 23, 2025
SUBJECT: Approve Resolution No. 2025-031, appointing members to various boards, commissions, and committees.
PRESENTER: Alicia Richardson, City Secretary / Chief Governance Officer

SUMMARY:

Each year, the City Council appoints members of the public to serve on various boards, commissions, and committees (the “Boards”). Appointed members serve a two-year term, unless appointed to fulfill an unexpired term. These annual appointments coincide with City Council terms—Places 1, 3, 5, and 7 and are appointed in odd-numbered years and Places 2, 4, 6, and Mayoral appointments in even-numbered years. Each member serves until his or her successor has been duly appointed and qualified.

GENERAL DESCRIPTION:

In preparation for the annual appointments, the City Council was provided with resource material to assist with the appointment process. In preparation for the 2025 appointments, the City Council was provided with a copy of the current membership for each Board, attendance report, and current applications on file with the City.

In accordance with the City Charter, State law and City ordinances, council members nominate a member of the public to serve in their corresponding place on the Board. The submitted nominations are subject to majority approval of the City Council.

There are several Boards with unique membership requirements. These Boards include the Animal Adoption and Rescue Center Advisory Committee, Capital Improvement Advisory Committee, Civil Service Commission, Construction Code Appeals Board, Gas Board of Appeals, Naming Board, Substandard Building Board, and Youth Advisory Committee.

Council members Delaney, Rodriguez, Roberts, Parks, and Deupree have submitted the nominees below for consideration by the City Council. The nominees also include recommendations by City staff for the Animal Adoption and Rescue Center Advisory Committee and the Economic Development Advisory Committee.



ANIMAL ADOPTION AND RESCUE CENTER ADVISORY COMMITTEE

Ordinance No. 1616 establishes the membership requirements as Licensed Veterinarian (Place 1), City Official (Place 2), Animal Control Shelter employee (Place 3), and Animal Welfare Organization representative (Place 4). Places 1 and 3 expire in odd-numbered years, and Places 2 and 4 expire in even-numbered years.

City staff is recommending the reappointment of Mr. Cruz and Ms. Martinez with terms expiring June 30, 2026, and June 30, 2027, respectively. The consideration for a licensed veterinarian will be placed on a future agenda.

The City Council will discuss and consider appointing a member from their membership to serve in Place 2. This position was previously held by Suzy Compton.

	City Official	Place 2	June 30, 2026
Stefanie Martinez	Animal Control Shelter Employee	Place 3	June 30, 2027
Edward Cruz	Animal Welfare Organization	Place 4	June 30, 2026

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

In 1998, the City Council created the Economic Development Advisory Committee to provide business and employee input on policies, plans, and strategies that promote quality of life and economic health in the City. Members consist of 10 leaders serving staggered two-year terms representing different spectrums of business.

City staff is recommending the reappointment of four existing Board members and one new appointment to fulfill the vacancy created by Mark Deno’s resignation from the committee.

Mindy Monroe	Financial Institution	June 30, 2027
Spencer Turner	Medical	June 30, 2027
Joshua Fichter	New Car Dealership	June 30, 2027
Jay Garrison	Office/Service	June 30, 2027
Mikhail Orlov	Retail	June 30, 2027



KEEP NORTH RICHLAND HILLS BEAUTIFUL COMMISSION

Council members Delaney, Roberts, Parks, and Deupree submitted the nominees below for consideration by the City Council.

Donah Tyner	Place 1	June 30, 2027
Eric Welborn	Place 3	June 30, 2027
Charlie Ruiz	Place 5	June 30, 2027
William (Bill) Whitsett	Place 7	June 30, 2027

LIBRARY BOARD

Council members Delaney, Roberts, Parks, and Deupree submitted the nominees below for consideration by the City Council.

Staci Pope	Place 1	June 30, 2027
Kathy Antropik	Place 3	June 30, 2027
Erin Rodriguez	Place 5	June 30, 2027
Stacy Herron	Place 7	June 30, 2027

NAMING BOARD

The Naming Board was established by Ordinance No. 2517, for the purpose of submitting recommendations to the City Council for the naming of City facilities to include parks, buildings, streets, and other publicly owned facilities. The ordinance provides that the appointments are the recommendation of the Mayor, subject to approval of the City Council. The membership of the Board consists of three council members for a term of one year. Last year Ricky Rodriguez, Russ Mitchell, and Blake Vaughn were appointed to the board.

Mayor McCarty will present his recommendations at the meeting.

	Council	June 30, 2026
	Council	June 30, 2026
	Council	June 30, 2026



PARK AND RECREATION BOARD

Council members Delaney, Roberts, Parks, and Deupree submitted the nominees below for consideration by the City Council.

Tracye Lewis	Place 1	June 30, 2027
Thomas Osen	Place 3	June 30, 2027
Charles Mather	Place 5	June 30, 2027
Sean Nutt	Place 7	June 30, 2027

PARK AND RECREATION FACILITIES DEVELOPMENT CORPORATION

The Articles of Incorporation and Bylaws establish membership for the Board of Directors, which includes the number, term, and classification. Places 1-4 shall be a member of the City Council, and Places 5-7 are citizens who are not employees of the City or a member of the City Council. Places 1, 5, and 7 are appointed in even-numbered years, and Places 2, 3, 4, and 6 are appointed in odd-numbered years with a term of two years. Historically, the City Council has appointed Parks and Recreation Board members to serve in Places 5-7.

Pursuant to the Bylaws, the Mayor or Mayor Pro Tem shall be the Chairman of the Board.

The current Board of Directors includes:

- Place 1 – Russ Mitchell
- Place 2 – Cecille Delaney
- Place 3 – Ricky Rodriguez
- Place 4 – Jack McCarty
- Place 5 – Tracye Lewis
- Place 6 – Thomas Osen
- Place 7 – Sean Nutt

City Council will discuss and appoint members to Places 2, 3, 4, and 6.

	City Council member	Place 2	June 30, 2027
	City Council member	Place 3	June 30, 2027
	City Council member	Place 4	June 30, 2027
	Citizen member	Place 6	June 30, 2027



PLANNING & ZONING COMMISSION AND CAPITAL IMPROVEMENT ADVISORY COMMITTEE

Council members Delaney, Roberts, Parks, and Deupree submitted the nominees below for consideration by the City Council.

Justin Welborn	Place 1	June 30, 2027
Aaron Carpenter	Place 3	June 30, 2027
Jayashree Narayana	Place 5	June 30, 2027
Kyle Pekurney	Place 7	June 30, 2027

SUBSTANDARD BUILDING BOARD

Council members Delaney, Roberts, Parks, and Deupree submitted the nominees below for consideration by the City Council.

Daniel Caulkins	Place 1	June 30, 2027
John Cope	Place 3	June 30, 2027
Cynthia Ward	Place 5	June 30, 2027
Hilary McMahon	Place 7	June 30, 2027

TEEN COURT ADVISORY BOARD

Council members Delaney, Roberts, Parks, and Deupree submitted the nominees below for consideration by the City Council.

Joshua Brannon	Place 1	June 30, 2027
Ronald Moore	Place 3	June 30, 2027
Elizabeth Carroll	Place 5	June 30, 2027
Amanda Roach	Place 7	June 30, 2027

ZONING BOARD OF ADJUSTMENT

Council members Delaney, Roberts, Parks, and Deupree have submitted the nominees below for consideration by the City Council.



Jim Kemp	Place 1	June 30, 2027
Tracy Bennett	Place 3 - Alternate	June 30, 2027
Thomas Duer	Place 5	June 30, 2027
Marc Trevino	Place 7	June 30, 2027

RECOMMENDATION:

Approve Resolution No. 2025-031, as presented.