



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** June 26, 2023
SUBJECT: Approve Resolution No. 2023-059, 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, staff provides City Council with resource material to assist with the appointment process. In preparation for the 2023 appointments, City Council was provided a copy of the current membership for each Board, attendance report, and current applications on file with the city.

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

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

Mayor Trevino and Council members Rodriguez, Compton, Vaughn and Deupree have submitted the below nominees for consideration by City Council. The listing also includes recommendations by city staff for the Animal Adoption and Rescue Center Advisory Committee, Construction Code Appeals Board and 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 recommends the reappointment of Dr. Johnson, and Ms. Martinez with terms expiring June 30, 2025. The city is in receipt of Mr. Sabatucci's resignation from Place 4. Staff recommends the appointment of Edward Cruz to Place 4 to fulfill the remainder of the term. Staff seeks direction from City Council regarding appointment to Place 2, which is currently held by Council member Compton.

Dr. Russell Johnson, DVM	Place 1	June 30, 2025
_____	Place 2	June 30, 2024
Stefanie Martinez	Place 3	June 30, 2025
Edward Cruz, Board Member, Texas Animal Control Association (fulfill vacancy, unexpired term)	Place 4	June 30, 2024

CONSTRUCTION CODE APPEALS BOARD

Section 98-42 of the North Richland Hills Code of Ordinances states that appointments are recommended by city staff and appointed by City Council. The membership shall include one (1) registered master electrician, one (1) state-licensed master plumber, one (1) master mechanical contractor, and one (1) registered design professional with architectural or civil/structural engineering experience and licensed by the state of Texas. The remaining members shall be knowledgeable of construction methods and materials with at least 10 years of building construction experience.

The following are staff recommendations to reappoint members whose terms expire this year.

Terry Browning	Place 1	June 30, 2025
Phillip Varughese	Place 3	June 30, 2025
John Klein	Place 5	June 30, 2025
W.D. (Mac)McCarthy	Place 7	June 30, 2025



CIVIL SERVICE COMMISSION

City Charter, Article XVII establishes the membership of the Civil Service Commission. Members are appointed by the Mayor and confirmed by a two-thirds (2/3) vote of the City Council. Positions 2 and 4 shall be appointed from a list or lists of nominees provided to the Mayor by employee associations. The terms are as follows: Positions 1 and 2, one-year term; Positions 3 and 4; two-year term; and Position 5, three-year term. The position of ex-officio is a two-year term.

Mayor Trevino recommends the following nominees for appointment.

Sally Bustamante	Position 1	June 30, 2024
_____	Position 2 - Fire Association	June 30, 2024
Melissa Kates	Position 3	June 30, 2025
_____ (fulfill vacancy, unexpired term)	Ex-Officio	June 30, 2024

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

In 1998, 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.

Staff recommends the reappointment of five existing board members and one new appointment to fulfill the vacancy created by Mike Vasquez's resignation from the committee.

Mindy Moore	Financial Institution	June 30, 2025
Mark Deno	Medical	June 30, 2025
Joshua Fichter	New Car Dealership	June 30, 2025
Jay Garrison	Office/Service	June 30, 2025
Mikhail Orlov	Retail	June 30, 2025
Curtis Nash (fulfill vacancy, unexpired term)	Retail	June 30, 2024



KEEP NORTH RICHLAND HILLS BEAUTIFUL COMMISSION

Kay Dansby	Place 1	June 30, 2025
Brianne Goetz	Place 3	June 30, 2025
Turquoise Banks	Place 5	June 30, 2025
William (Bill) Whitsett	Place 7	June 30, 2025

LIBRARY BOARD

Don Tipps	Place 1	June 30, 2025
Kathy Antropik	Place 3	June 30, 2025
Robert Breneman	Place 5	June 30, 2025
Jerry Sorenson	Place 7	June 30, 2025

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 membership of the board consists of three council members for a term of one year. The ordinance provides that the appointments are the recommendation of the Mayor, subject to approval of the City Council.

Currently, there is one vacancy and Council members Rodriguez and Wright Oujesky serve on the board. Mayor Trevino recommends the following members be appointed to serve on the Naming Board for a term of one year.

Tito Rodriguez	Council	June 30, 2024
Rita Wright Oujesky	Council	June 30, 2024
Suzy Compton	Council	June 30, 2024



PARK AND RECREATION BOARD

Tracye Lewis	Place 1	June 30, 2025
Russ Mitchell	Place 3	June 30, 2025
Jack McCarty	Place 5	June 30, 2025
Ricky Rodriguez	Place 7	June 30, 2025

PARK AND RECREATION FACILITIES DEVELOPMENT CORPORATION

The Articles of Incorporation and Bylaws establish the 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 City Council. Historically, City Council has appointed Park and Recreation Board members to serve in Places 5-7.

The Bylaws provide for a chairman of the Board, which shall be the mayor or mayor pro them of the city. The chairman will preside at board meetings.

The Articles of Incorporation identify Places 1, 5, and 7 as being appointed in even-numbered years and Places 2, 3, 4 and 6 being appointed in odd-numbered years with a term of two years.

The current Board of Directors includes:

- Place 1 – Oscar Trevino
- Place 2 – Tito Rodriguez
- Place 3 – Scott Turnage
- Place 4 – Rita Wright Oujesky
- Place 5 – Tracye Lewis
- Place 6 – Casey Daniel
- Place 7 – Kate Beck

Staff seeks City Council direction for Places 2, 3, 4, and 6.

	Place 2	June 30, 2025
	Place 3	June 30, 2025
	Place 4	June 30, 2025
	Place 6	June 30, 2025



PLANNING & ZONING COMMISSION AND CAPITAL IMPROVEMENT ADVISORY COMMITTEE

The City Council, at their June 12 meeting, approved the following members to the Planning and Zoning Commission and Capital Improvement Advisory Committee.

Justin Welborn	Place 1	June 30, 2025
Jared Ross	Place 3	June 30, 2025
Jayashree Narayan	Place 5	June 30, 2025
Brianne Goetz	Place 7	June 30, 2025
Kathy Luppy	Ex-Officio	June 30, 2024

SUBSTANDARD BUILDING BOARD

Daniel Caulkins	Place 1	June 30, 2025
John Cope	Place 3	June 30, 2025
Paul Epperley	Place 5	June 30, 2025
Robert (Bob) McCary	Place 7	June 30, 2025

TEEN COURT ADVISORY BOARD

Larkin Hoberer	Place 1	June 30, 2025
Ronald Moore	Place 3	June 30, 2025
Rene Martinez	Place 5	June 30, 2025
Diana Goodwin	Place 7	June 30, 2025

ZONING BOARD OF ADJUSTMENT

Jim Kemp	Place 1	June 30, 2025
_____	Place 3 - Alternate	June 30, 2025
Thomas Duer	Place 5	June 30, 2025
Doris Elston	Place 7	June 30, 2025

RECOMMENDATION:

Approve Resolution No. 2023-059, as presented.