

## **Boards & Commissions Qualifications**

### **Animal Shelter Advisory Board**

The Board shall consist of five members which shall consist of:

- a licensed veterinarian
- a member of the City Council
- the Animal Shelter Manager
- a representative from an animal welfare organization
- a resident of the City

The Board members serve for a term of two years, except for the Animal Shelter Manager who shall be a permanent member of the Board. Except for the Animal Shelter Manager, no member shall serve on the Board for more than three consecutive, two-year terms or six consecutive years, whichever is less, unless extended by the affirmative vote of at least three-fourths of the full membership of the City Council. Except for a Board member whose tenure has been extended by the City Council as provided above, a member who has served three consecutive, two-year terms or six consecutive years, whichever is less, on the Board may be reappointed to serve on the Board after being off the Board for at least one year, and upon reappointment, the member is eligible to serve another three consecutive terms or six consecutive years, whichever is less. Such member is eligible, however, for appointment to a different board or commission without waiting.

The Board shall meet at least three times per year and special meetings may be called. Meetings are typically held at 6 p.m.

### **Board of Review**

The Board shall consist of five members and two alternates. All members must be at least 18 years of age, live within the City limits, may not serve on any other Council appointed Board or Commission during their term, may not be a City Council member or City employee, or the spouse or domestic partner of a City Council member or City of Wylie employee, may not be an elected public official, or may not be a candidate for elected public office at the time of their term on the Board. A member may serve only one term of two consecutive years.

The Board shall meet on an as needed basis.

### **Cemetery Advisory Board**

The Board shall consist of seven members and two alternates. Board members shall be appointed for a term of two years. The limit for consecutive service is three consecutive, full terms. Service in office for more than half of a term shall constitute a full term; service in office for less than half of a term shall not count toward a term limit. After expiration of the term limit, the member must wait one year before reapplying to the same Board. Should a Board member's replacement not be qualified upon the expiration of any term of a Board member, then that Board member shall hold over on the Board until a qualified replacement Board member has been appointed. Each Board member shall be a qualified voter and shall not be an employee of the City. Each Board member shall have any other qualification as the City Council deems necessary and appropriate.

The Board shall meet at least once each month and special meetings may be called. The Board typically meets on the first Thursday of each month at 6 pm.

### **Construction Code Board**

The Board shall consist of seven members and three alternate members. The members shall consist of at least one taxpaying citizen of Wylie and the remaining members be registered voters of the City from the following:

- Two designated members shall be building contractors
- Two designated members shall be plumbers
- Two designated members shall be electricians (one master and one journeyman)

If members in the subsections above are not available for appointment, one of the two designated tradesmen for each category may be replaced with a taxpaying citizen and registered voter of Wylie. In the event no one from the designated tradesmen categories above is available for appointment, they may be replaced with a registered voter tradesman residing in Wylie's ETJ or doing business in Wylie. Alternate members shall be taxpaying residents and registered voters of the City. The members and alternate members of the Board shall serve for two-year staggered terms. After the expiration of the terms of the appointees, the member may seek reappointment or shall continue until their successor is appointed. No member or alternate member shall serve on the board for more than three consecutive, two-year terms or six consecutive years, whichever is less, unless extended by the affirmative vote of at least three-fourths of the full membership of the City Council. Except for a board member or alternate member whose tenure has been extended by the City Council as provided above, a

member or alternate member who has served three consecutive, two-year terms or six consecutive years, whichever is less, on the board may be reappointed to serve on the board after being off the board for at least one year, and upon reappointment, the member or alternate member is eligible to serve another three consecutive terms or six consecutive years, whichever is less. Such member or alternate member is eligible, however, for appointment to a different board or commission without waiting.

The Board shall hold regular or special called meetings as necessary for its proper performance of duty.

#### **Historic Review Commission**

The Commission shall consist of seven members. The City Council shall endeavor, to the extent reasonably available, to appoint at least four citizens at large and the remaining three from the following categories:

- Member(s) in good standing with the Downtown Merchants Association
- Member(s) in good standing with the Wylie Historic Society
- Historian
- Owner of, or resident, or tenant in, a landmark property

Each Commission member shall be a qualified voter and shall not be an employee of the City. Commission members shall serve for a term of two years. No member shall serve on the Commission for more than three consecutive, two-year terms or six consecutive years, whichever is less, unless extended by the affirmative vote of at least three-fourths of the full membership of the City Council. Except for a Commission member whose tenure has been extended by the City Council as provided above, a member who has served three consecutive, two-year terms or six consecutive years, whichever is less, on the Commission may be reappointed to serve on the Commission after being off the Commission for at least one year, and upon reappointment, the member is eligible to serve another three consecutive terms or six consecutive years, whichever is less. Such member is eligible, however, for appointment to a different board or commission without waiting.

Meetings occur monthly on the fourth Thursday, as needed, at 6 p.m. and special meetings may be called.

#### **Library Board**

The Board shall consist of seven members who shall be qualified voters and shall serve for a term of two years. No member shall serve on the board for more than three consecutive, two-year terms or six consecutive years, whichever is less, unless extended by the affirmative vote of at least three-fourths of the full membership of the City Council. Except for a board member whose tenure has been extended by the City Council as provided above, a member who has served three consecutive, two-year terms or six consecutive years, whichever is less, on the board may be reappointed to serve on the board after being off the board for at least one year, and upon reappointment, the member is eligible to serve another three consecutive terms or six consecutive years, whichever is less. Such member is eligible, however, for appointment to a different board or commission without waiting.

Meetings occur monthly on the fourth Monday at 7 p.m. and special meetings may be called.

#### **Parks and Recreation Board**

The Board shall consist of seven members who shall be qualified voters. No member shall serve on the board for more than three consecutive, two-year terms or six consecutive years, whichever is less, unless extended by the affirmative vote of at least three-fourths of the full membership of the City Council. Except for a board member whose tenure has been extended by the City Council as provided above, a member who has served three consecutive, two-year terms or six consecutive years, whichever is less, on the board may be reappointed to serve on the board after being off the board for at least one year, and upon reappointment, the member is eligible to serve another three consecutive terms or six consecutive years, whichever is less. Such member is eligible, however, for appointment to a different board or commission without waiting.

Meetings occur monthly on the second Monday at 6:30 p.m. and special meetings may be called.

#### **Parks and Recreation 4B Board**

This seven-member Board is composed of four Councilmembers and three citizen Board members, in which at least one is appointed from the Park Board. Members of the board shall be appointed for two-year terms. The limit for consecutive service on the Board is three consecutive, full terms. After the expiration of the term limit, the member must wait one year before reapplying to the same Board. Should a Board member's replacement not be qualified upon the expiration of any term of a Board member, then that Board member shall holdover on the Board until a qualified replacement Board member has been appointed.

Meetings occur annually at the City Council meeting in which Council approves the annual budget (typically held in August).

### **Planning & Zoning Commission**

The Commission shall consist of seven citizens of the City. The members of said Commission shall be resident citizens, taxpayers and qualified voters of the City and shall serve on the Commission for two-year terms. Members shall be:

- residents of the City for at least 12 months preceding the date of appointment
- be knowledgeable in the affairs of the City
- be knowledgeable in the functions and activities of planning and zoning

No commissioner shall serve on the Commission for more than three consecutive, two-year terms or six consecutive years, whichever is less, unless extended by the affirmative vote of at least three-fourths of the full membership of the City Council. Except for a commissioner whose tenure has been extended by the City Council as provided above, a commissioner who has served three consecutive, two-year terms or six consecutive years, whichever is less, on the Commission may be reappointed to serve on the Commission after being off the Commission for at least one year, and upon reappointment, the commissioner is eligible to serve another three consecutive terms or six consecutive years, whichever is less. Such commissioner is eligible, however, for appointment to a different board or commission without waiting.

Meetings occur bi-monthly on the first and third Tuesdays at 6 p.m. and special meetings may be called.

### **Public Arts Advisory Board**

The Board shall consist of seven members that serve for a term of two years. Each Board member shall be a qualified voter and shall not be an employee of the City. No member shall serve on the board for more than three consecutive, two-year terms or six consecutive years, whichever is less, unless extended by the affirmative vote of at least three-fourths of the full membership of the City Council. Except for a board member whose tenure has been extended by the City Council as provided above, a member who has served three consecutive, two-year terms or six consecutive years, whichever is less, on the board may be reappointed to serve on the board after being off the board for at least one year, and upon reappointment, the member is eligible to serve another three consecutive terms or six consecutive years, whichever is less. Such member is eligible, however, for appointment to a different board or commission without waiting.

Meetings occur monthly on the third Thursday, as needed, at 6 p.m. and special meetings may be called.

### **Wylie Economic Development Corporation**

The number of Directors of this Board shall be five. Each Director shall meet at least one of the following qualifications:

- serve, or have served, as Chief Executive Officer of a company; or
- serve, or have served, in a position of executive management of a company; or
- serve, or have served, in a professional capacity

In addition to the above qualifications:

- each Director must have lived in the City limits or operated a business in the City limits for a minimum of one year; and
- each Director must live in the City limits during the tenure of office.

The City Council shall consider an individual's experience, accomplishments, and educational background in appointing members to the Board to ensure that the interests and concerns of all segments of the community are considered. The Directors shall serve for three years, and may serve for an unlimited number of consecutive terms.

Meetings occur monthly on the third Wednesday at 7:30 a.m. and special meetings may be called.

### **Zoning Board of Adjustment**

This Board shall consist of five citizens and two alternate members. Members shall serve for two-year terms. Members of the Board shall be qualified voters of the City. No member shall serve on the board for more than three consecutive, two-year terms or six consecutive years, whichever is less, unless extended by the affirmative vote of at least three-fourths of the full membership of the City Council. Except for a board member whose tenure has been extended by the City Council as provided above, a member who has served three consecutive, two-year terms or six consecutive years, whichever is less, on the board may be reappointed to serve on the board after being off the board for at least one year, and upon reappointment, the member is eligible to serve another three consecutive terms or six consecutive years, whichever is less. Such member is eligible, however, for appointment to a different board or commission without waiting.

Meetings occur monthly on the third Monday, as needed, at 6:30 p.m.