

CITY OF LOG CABIN  
ORDINANCE 43A

AN ORDINANCE OF THE CITY OF LOG CABIN, TEXAS, ESTABLISHING RULES AND PROCEDURES FOR COUNCIL APPOINTED BOARDS AND COMMISSIONS.

DEFINITIONS:

FOR THE PURPOSE OF THIS ORDINANCE THE FOLLOWING WORDS SHALL HAVE THE MEANINGS ASCRIBED TO THEM AS FOLLOWS:

- A. **BOARD** MEANS A BOARD OR COMMITTEE OF THE CITY WHICH IS APPOINTED BY THE CITY COUNCIL OF THE CITY OF LOG CABIN, TEXAS.
- B. **CHAIRMAN OR CHAIR** MEANS THE PRESIDING OFFICER OF A BOARD OR COMMISSION APPOINTED BY THE CITY COUNCIL. IN DEBATE, THE CHAIR SHALL BE ADDRESSED BY PREFIXING MR. OR MADAM, AS THE CASE MAY BE, TO THAT TITLE.
- C. **COMMISSION** MEANS A COMMISSION OF THE CITY WHICH IS APPOINTED BY THE CITY COUNCIL OF THE CITY OF LOG CABIN, TEXAS.
- D. **MEMBER** MEANS A DULY APPOINTED MEMBER OF A BOARD OR COMMISSION.

ATTENDANCE REQUIREMENTS:

To ensure participation and efficiency, each member of a board or commission is required to make every effort to be present for meetings and workshops. When it is known that a member will be unable to attend an upcoming meeting, they must notify the Chairman and City Secretary as far in advance of the absence as possible.

Excused absences are limited to:

- illness of the member,
- absences that have been planned/arranged prior to the scheduled meeting

Missing three regular, consecutive meetings will result in automatic removal and the creation of a vacancy unless the absences are excused.

REMOVAL:

Members can be removed from the board or commission at the will of the City Council or by missing three regular, consecutive meetings will result in automatic removal and the creation of a vacancy unless the absences are excused.

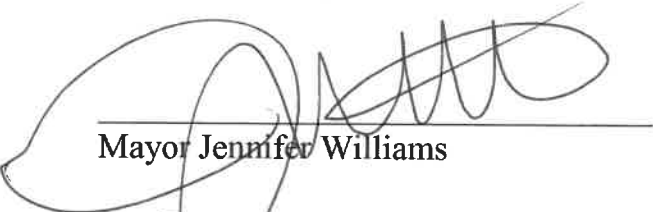
## RESIGNATION:

Members may resign their appointment. Resignations must be in writing and include the date the resignation is submitted and date the resignation is effective.

## FILLING VACANCIES:

When a vacancy occurs, whether by removal, resignation, or other circumstance, the City Secretary shall post on the bulletin board, website, and social media that such vacancy exists as soon as practicable after receiving notice of the vacancy. At the next regular meeting, the board or commission shall deliberate nominations to present to the City Council to fill the vacancy. City Council shall then, at their next regular meeting, appoint by resolution someone to fill the vacancy.

PASSED AND APPROVED ON THE 17<sup>TH</sup> OF AUGUST 2023 BY THE CITY COUNCIL OF THE CITY OF LOG CABIN, TEXAS.



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Mayor Jennifer Williams



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City Secretary Leara Thorp