

## **Town Council Subcommittees**

The Town Council Subcommittees are responsible for providing input and making recommendations to Town staff on behalf of the Town Council. There are currently five Town Council Subcommittees. The purpose and scope of each subcommittee are defined below.

### **Council Technology/VERF Subcommittee**

- Shall periodically review the Town's existing technological capabilities and make recommendations for improvements.
- Shall periodically review and make recommendations on the Town's Vehicle and Equipment Replacement Fund (VERF) as it relates to the acquisition, implementation, maintenance, and upgrading of the Town's technology, software, and computer equipment.
- Shall make recommendations for the continuous improvement of the Town's website and use of social media.
- Shall make recommendations to promote the use of technology to increase the efficiency of operations within the Town.

The current subcommittee consists of two Councilmembers (Craig Andres and Chris Kern). Staff support includes the Town Manager, Deputy Town Manager, IT Director, Finance Director, and Purchasing Manager.

### **Council Finance Subcommittee**

- Shall review the Town's annual Audit/CAFR prior to presentation to the Town Council.
- Shall periodically review and make recommendations to the Town's employee compensation and classification plan.
- Shall periodically review and make recommendations to the Town's Vehicle and Equipment Replacement Fund (VERF) as it relates to the acquisition, replacement, and upgrading of the Town's vehicles and equipment.
- Shall review and make recommendations to the investment policy annually.
- Shall make recommendations on various Town-related financial matters.

The current subcommittee consists of three Councilmembers (Chris Kern, Marcus Ray, and Mayor Bristol). Staff support includes the Town Manager, Deputy Town Manager, and Finance Director.

### **Community Engagement Committee (CEC) – Established as a formal Committee on September 13, 2022**

Established in December 2020 as an ad hoc committee to provide residents with an opportunity to enhance the Town's interaction with the public. The Community Engagement Subcommittee shall:

- Act in an advisory capacity to the Town Council regarding Community Engagement activities.
- Identify topics of interest and methods or techniques to improve community engagement.
- Evaluate, provide feedback, and make recommendations on selected Town programs, events, and activities.
- Serve as a focus group for selected pilot projects or programs that may require or benefit

- from public input before implementation.
- Serve as social media ambassadors for the Town by engaging with the Town's social media platforms.
- Inform the Subcommittee of community events that may be of interest to the Town Council (multicultural celebrations, large neighborhood events, nonprofit events, etc.).

The current committee consists of three Councilmembers (Marcus Ray, Amy Bartley, Jeff Hodges) and eleven Council-appointed residents with one alternate (See Ord. 2022-56 and 2022-61). Staff support includes the Executive Director and Community Engagement Coordinator.

#### **Legislative Affairs Subcommittee**

- Reviews and makes recommendations to the full Council on the Town's Legislative Agenda prior to each legislative session.
- Serves as the primary representative responsible for communicating the Town's legislative priorities to members of the Texas Legislature, appropriate legislative committees, staff members or agencies.
- Works with the Town's legislative consultant and staff to develop legislative strategies and tactical responses to support or oppose legislation in accordance with the Town's Legislative Agenda.
- Meets regularly with the Town's legislative delegation to build relationships and convey the Town's position on important legislative issues.

The current subcommittee consists of three Councilmembers (Mayor Bristol, Craig Andres, and Cameron Reeves). Staff support includes the Town Manager, Deputy Town Manager, and Executive Director.

#### **Capital Improvements Subcommittee**

- Obtain a holistic view of the Town's short-term and long-term capital improvement needs regardless of possible funding sources.
- Using projected funding available by year received from staff and reviewed by the Finance Subcommittee, prioritize the timing and scope of projects for a minimum of five but potentially up to ten years. Available funding sources as determined by the Finance subcommittee will include the Capital Dedicated Fund, Impact Fee Funds, debt issuance, grants, year-end savings, and other sources.
- In the event that the subcommittee believes that available funding is not sufficient to complete all needed capital projects within the desired timeframe, request the Finance subcommittee to identify additional funding sources including additional debt issuance.
- Make a clear recommendation to the Town Council on the capital improvement projects that would be selected as part of the budget process through the adoption of the Multi-Year Capital Plan.

The current subcommittee consists of three Councilmembers (Jeff Hodges, Amy Bartley, and Cameron Reeves). Staff support includes the Town Manager, Deputy Town Manager, Assistant Town Manager, Executive Director, Engineering Services Director, and the Parks and Recreation Director.

### **Downtown Advisory Committee**

The Downtown Ad Hoc Committee was established in October 2023 by the Town Council to implement the Town's Downtown Master Plan and develop the Downtown area.

The advisory committee consists of three Councilmembers (Chris Kern, Marcus Ray, and Cameron Reeves). Staff support includes the Town Manager, Assistant Town Manager, Executive Director, Development Services Director, and the Parks and Recreation Director.

### **EDC Bylaws Subcommittee**

The EDC Bylaws Subcommittee was established on August 12, 2025, by the Town Council to review EDC Bylaws.

The advisory committee consists of three Councilmembers (Mayor Bristol, Amy Bartley, and Chris Kern) and two (2) members of the EDC Board of Directors.