

EXHIBIT A

ARTICLE 5. - COUNCIL COMMITTEES^[1]

Footnotes:

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Editor's note— [Section 12 of Ordinance No. 20150129-026, effective February 9, 2015](#), states, "Article 5 of City Code Chapter 2-5, as enacted by this ordinance, supersedes and replaces all previous resolutions creating or assigning duties to the Comprehensive Planning and Transportation Committee, the Emerging Technology and Telecommunications Committee, the Judicial Committee, the Council Committee on Austin Energy, and the Minority-Owned and Women-Owned Business Enterprises and Small Business Council Committee. Those committees are replaced by the committees created in Article 5."

§ 2-5-101 - APPLICABILITY.

- (A) This article applies to standing committees [and temporary task forces](#) of the council that are created by this article.
- ~~(B) The council by resolution, or the mayor, may create temporary task forces of council members, or of council members and other persons, that are not subject to this article.~~

Source: [Ord. No. 20150129-026, Pt. 1, 2-9-15](#).

§ 2-5-102 - MEMBERSHIP OF COUNCIL COMMITTEES.

- (A) Except as otherwise provided [by council](#), each committee of the council consists of ~~four~~ [no fewer than five](#) council members appointed ~~by the mayor in consultation with the~~ [by the](#) council.
- (B) For each committee the ~~mayor in consultation with the council~~ [members of the committee](#) shall designate a chair and a vice chair.
- (C) The term of a committee member is two years beginning on the date the committee appointments are ratified by the council.
- ~~(D) The mayor's appointment of the membership of a committee, including the mayor's designation of a chair and vice chair, is not effective until it is ratified by the council as provided by this subsection.~~
- ~~(1) The council may only ratify the appointments of members, including the designations of officers, made to all of the council committees as a whole. The council may not individually ratify or object to:~~
- ~~(a) the appointment of an individual council member to a committee;~~
- ~~(b) the designation of an individual council member as a committee officer; or~~
- ~~(c) the membership of a particular committee.~~
- ~~(2) If a motion to ratify the mayor's appointment of the membership of all the council committees fails, the mayor must appoint a new set of members and officers for the committees and submit the new~~

~~appointments to the council for ratification. The new set of members need not be completely different from the set that council did not ratify.~~

- (E) If a vacancy occurs on a committee, the ~~mayor-council~~ shall appoint a council member to fill the vacancy ~~for the remainder of the unexpired term. An appointment under this subsection does not require council ratification.~~
- (F) ~~Each appointment under this section must be in writing and filed with the city clerk. If an appointment requires council ratification, council must ratify the appointment in a written resolution.~~ The council will vote on appointments in the same manner as for appointments to Boards and Commissions and other bodies.

Source: [Ord. No. 20150129-026, Pt. 1, 2-9-15](#); [Ord. No. 20160303-024, Pt. 2, 3-14-16](#).

§ 2-5-103 - COUNCIL COMMITTEES AND TASK FORCES CREATED; ~~SUBJECT MATTER~~CHARTER OF EACH COMMITTEE AND TASK FORCE.

(A) ~~(A)~~Any council member or the mayor, by resolution, may propose creation of temporary task forces of council members. The resolution shall create the Charter for the Task Force which shall state the Task Force purpose; duration; issues addressed; relation to Council established priorities; relationship to Council and applicable Boards and Commissions; and authority to take action in accordance with Section 2-5-108. The Task Force will be created by a vote of city council to adopt the Charter.

(B) Committee and Task Force purposes, as described in the Charter, may include the following:

- a. Provide a forum for the transparent, public discussion of topics or issues relevant to council priorities amongst ~~Council M~~members, the public and staff, including topics well in advance of presentation to Council for decision-making
- b. Study a subject, topic, or issue and share information with the Council;
- c. Prepare the Council to make a decision by gathering and reporting information relevant to making a decision
- d. Do work on behalf of Council and make recommendations to Council

Committee members will develop an annual Charter for the Committee ~~which~~that shall state the issues to be addressed, relation to Council established priorities, relationship to Council activities, and applicable Boards and Commissions.

— It is the intent of the council that the following listing of subjects ~~assigned-applicable~~ to council committees be construed broadly and be illustrative ~~only, so that every policy matter before the City has a council committee that may review the matter. By a favorable vote of a number of its members equal to a quorum, a council committee may create subcommittees.~~

(B) Council creates the following standing committees:

- (1) The Audit and Finance Committee may review audit reports, matters related to the city auditor, the city clerk, internal services, bond oversight, purchasing and contract audits, taxation, financial policy, government performance, bonds and City debt, bond-funded programs, retirement systems, employee benefits, banking and investment policies, performance metrics and reporting, budget matters, affordability, and related matters. The Audit and Finance Committee shall also have oversight of the City's boards and commissions.
- (2) The Mobility Committee may review land use as it concerns mobility, all transportation modes including, roads, aviation, public transit, pedestrian programs, bicycle programs, ground transportation, taxicab regulation, Lone Star Rail, core transit corridors, and related matters.

- (3) ~~The Public Utilities Committee may review issues related to the City's water, and drainage utilities, solid waste and recycling matters, telecommunication regulatory issues, and related matters.~~
 - (4) The Austin Energy Utility Oversight Committee may review issues related to the City's electric utility. The Austin Energy Utility Oversight Committee is a committee of the whole council. Six members of the committee are a quorum, and the favorable votes of a majority of the quorum present at the meeting are required for the committee to take action. The committee may create subcommittees, including a subcommittee to address Austin Energy's business model.
 - (5) The Health & Human Services Committee may review social services, education, public health, health care services, animal welfare, sustainable food, social equity, veterans' affairs, populations at risk, and related matters.
 - (6) ~~The Public Safety Committee may review criminal justice, code enforcement, disaster preparedness, fire, police, emergency medical services, municipal court, judicial appointments, and related matters.~~
 - (7) The Housing and Planning and Neighborhoods Committee may review housing and related land use and mobility issues, community development block grants, the City's comprehensive plan, the land development code, development processes, neighborhood planning, noise, ~~zoning,~~ annexations, ~~eminent domain, landmark review, design, mobility as it concerns land use,~~ and related matters.
 - (8) ~~The Open Space, Environment, and Sustainability Committee may review environmental matters, climate protection, climate change, forestry, waterfront, heritage trees, open space, parks, rivers and lakes, aquifers, water quality, trash, recycling and compost, sustainability, cemeteries, and related matters.~~
 - (9) ~~The Housing and Community Development Committee may review housing, community development block grants, mobility as it concerns housing, land use as it concerns housing, and related matters.~~
 - (10) ~~The Economic Opportunity Committee may review job creation and training, small and minority business development, economic incentives, improvement districts, economic development corporations, trade and commerce, minority and women-owned business contracting policies, emerging technology, tourism, events, entertainment, live music, film and television production, sports, library, culture, art, and related matters.~~
- (C) Council committees may work jointly when the committees have overlapping subject matter. Council committees shall work cooperatively with each other, City departments, City boards, and bodies on which council members serve.

Source: [Ord. No. 20150129-026, Pt. 1, 2-9-15](#).

§ 2-5-104 - STAFF SUPPORT.

- (A) The city manager and city clerk shall provide appropriate staff support to each council committee and tTask fForce.
- (B) The city manager and city clerk shall each appoint a staff liaison for each committee and tTask fForce to assist the chair, with the consent of the committee:
 - (1) organizing meeting times and places;
 - (2) preparing and posting the agenda, including identifying items that are district-specific;
 - (3) preparing the minutes and any other documents created by the committee or tTask fForce; and
 - (4) preparing data to be presented to the committee or Task Force, including:

- (a) public involvement and comment received to date;
 - (b) fiscal effects, including:
 - (i) capital requirements; and
 - (ii) ongoing operational expenses, such as, for example, staffing requirements, for the current and future budget years;
 - (c) legal analysis; and
 - (d) any other information requested by a committee ~~or Task Force~~ member, provided that, if an information request by a committee ~~or Task Force~~ member will take substantial time or resources, the request must be approved by a vote of the committee, ~~Task Force~~, or council, as the manager determines appropriate.
- (C) The city auditor shall provide staff support to the Council Audit Committee and perform the duties required by Subsection (B). The city auditor shall provide support to another council committee ~~or Task Force~~ as requested by a vote of the committee.

Source: [Ord. No. 20150129-026, Pt. 1, 2-9-15](#) ; [Ord. No. 20160303-024, Pt. 3, 3-14-16](#) .

§ 2-5-105 - COMMITTEE ~~AND TASK FORCE~~ MEETINGS.

- (A) The agenda and the back-up materials for a council committee ~~or task force~~ meeting must be posted and open to the public in the same manner as a meeting of the full council for the committee ~~or task force~~ to take action, receive public comment, or meet as a committee with another person who is not a council member or the mayor.
- (B) Except as otherwise provided, ~~three members of a majority of the~~ committee ~~or task force~~ are a quorum. The favorable votes of a majority of the quorum present at the meeting are required for a committee to take action.
- (C) A member of the council may attend a meeting of any committee ~~or task force~~ and participate in the deliberation, however only a member of the committee ~~or task force~~ may vote and contribute to the formation of a quorum for a committee ~~or task force~~ meeting.
- (D) The chair of a committee ~~or task force~~ shall preside over each meeting, and, in consultation with other committee ~~or task force~~ members and with the assistance of staff, shall:
 - (1) set the time and place of each meeting of the ~~committee~~committee ~~or task force~~;
 - (2) set the agenda for each meeting, provided that a chair must provide a reasonable setting for an item that qualifies under § 2-5-106 (*Committee Agendas*).
- (E) The chair of a committee ~~or task force~~ may allow the chair of a City board to provide context and history regarding an item which was reviewed by that City board.
- (F) The vice chair of a committee shall perform the duties of the chair in the chair's absence.

Source: [Ord. No. 20150129-026, Pt. 1, 2-9-15](#) ; [Ord. No. 20160303-024, Pt. 4, 3-14-16](#) .

§ 2-5-106 - COMMITTEE AGENDAS.

- (A) ~~Except for the Austin Energy Utility Oversight Committee, t~~Two members of a committee ~~or task force, or the mayor and one committee member,~~ must sponsor an item on a committee ~~or task force~~ agenda. ~~Three members of the Austin Energy Utility Oversight Committee must sponsor an item on a committee agenda. The staff liaison shall forward a request from the mayor to place an item on a committee's agenda to the committee members. The committee may place an item on the~~

~~committee's agenda during a future items discussion on a committee agenda, or the staff liaison may coordinate among potential co-sponsors of an agenda item for placement on a committee agenda.~~

- (B) If the city clerk, the city auditor, the clerk of the municipal court, a municipal judge, or a board created by Chapter 2-1 (*City Boards*) wishes to place an item on a council committee agenda, the city clerk, the city auditor, the clerk of the municipal court, the municipal judge, or board chair should follow the procedure set by this subsection.
- (1) The board chair must be acting on a vote of the board.
 - (2) The city clerk, the city auditor, the clerk of the municipal court, the municipal judge, or board chair must submit the proposed item to the city clerk who shall provide a copy of the proposal to the mayor and city manager.
 - (3) The mayor shall, no later than the fifth working day after the date the mayor receives the proposal, or as soon thereafter as practicable, assign the item to a council standing committee. The mayor may assign an item to more than one committee. If an item is assigned to more than one committee, the mayor may ask the committee chairs to coordinate the committees' review and to consider the item either jointly or sequentially.
 - (4) When the mayor has selected the appropriate committee, the city manager shall promptly provide the written proposal to the committee's staff liaison.
 - (5) The liaison shall promptly submit the proposed item to the chair of the committee or task force, city attorney, the chief financial officer, and the appropriate City department director for review.
 - (6) The city attorney, the chief financial officer, and the department director shall respond with comments not later than the fifth business day after receiving the proposal from the staff liaison. The city attorney's response should include a proposed posting for the item.
 - (7) The committee's staff liaison shall consult with the city clerk, the city auditor, the clerk of the municipal court, the municipal judge, or board chair and make any revision to the proposed item that the city clerk, the city auditor, the clerk of the municipal court, the municipal judge, or board chair requires. A substantive change must be reviewed by the city attorney and the chief financial officer.
 - (8) After the city clerk, the city auditor, the clerk of the municipal court, the municipal judge, or board chair has approved the item the committee's staff liaison shall work with the committee to consider placing the item on the next available committee agenda, which shall be no later than the thirtieth working day after the date the item was assigned to the committee, or as soon thereafter as it is practicable to meet the posting requirement.
 - (9) The item shall be considered by the committee and sent for consideration to the full council as provided by Section 2-5-108 (*Committee Actions*).

Source: [Ord. No. 20150129-026, Pt. 1, 2-9-15](#) ; [Ord. No. 20160303-024, Pt. 5, 3-14-16](#) .

§ 2-5-107 - CITIZEN PARTICIPATION.

- (A) A person who intends to testify at a committee or task force meeting on an agenda item or at a public hearing shall register on the signup system provided for the meeting.
- (B) A person is not limited in the number of items on which the person may register to testify.
- (C) Unless the committee or task force votes otherwise, the chair should grant the first 20 speakers on an agenda item 3 minutes each, and each subsequent speaker on the agenda item 1 minute, to address the committee or task force.
- (D) A person may donate the person's speaking time on an agenda item or at a public hearing to another speaker if the person donating the time is present when the speaker begins to address the committee or task force.

- (E) A speaker may not use the time of more than four other registered speakers on an agenda item or at a public hearing.
- (F) Except as required by state law, the committee or task force may limit the number of speakers or the length of testimony at the committee's or task force's discretion. If the committee or task force limits testimony under this subsection, the registration of each non-speaking person shall be made part of the public hearing record.
- (G) Except as provided in this section, the chair should not refuse permission to speak to a person who has registered to speak, and who is present and ready to speak, unless the hearing or consideration of the item for which the person has registered to speak has been continued to a later meeting.
- (H) If a hearing or item for which a person has registered is continued, a person who has registered but has not spoken must re-register as a speaker at the subsequent meeting during which the hearing or item is considered by the committee.
- (I) The city manager shall provide electronic mail notification of the electronic posting of the draft agenda to any citizen who requests notification by the established electronic notification system.
- (J) The total time for public comment on an agenda item may not exceed 90 minutes unless the committee or task force votes to extend the time for comment on the item. This subsection does not apply to:
 - (1) a public hearing subject to Article 3 of this chapter (*Procedures for Public Hearings and Appeals*);
 - (2) a public hearing subject to Chapter 25-1, Article 6, Division 2 (*Public Hearing Procedures*); or
 - (3) public hearing required by state or federal law.
- (K) A person may not register to speak on an item posted as a briefing.

Source: [Ord. No. 20150129-026, Pt. 1, 2-9-15](#) ; [Ord. No. 20160414-006, Pts. 4, 5, 4-25-16](#) .

§ 2-5-108 - COMMITTEE OR TASK FORCE ACTIONS.

- (A) The authority of a task force to take the actions described in this section shall be established by the Task Force charter adopted by city council.
- (B) A committee's or task force's vote is only advisory to the full council.
- (CB) A council committee or task force may place an item on a council agenda by an affirmative vote of the number of members necessary for a quorum of the committee or task force. A committee or task force may take one of the following actions on an agenda item that may be placed on a future council agenda:
 - (1) recommend the item;
 - (2) make no recommendation on the item;
 - (3) recommend against the item;
 - (4) hold the item for further committee review;
 - (5) refer the item to a City board; or
 - (6) refer the item to another council committee.
- (DG) The city clerk shall post a final committee or task force report publicly. When an item that has been heard by a committee or task force goes to the council, a City board, or another council committee, the city clerk shall send a copy of the final committee report to the council, board, or committee.

~~(D) — With respect to a zoning matter reviewed by the Planning and Neighborhoods Committee, the committee shall attempt to determine disputed facts, identify policy issues in controversy, and allow for mediation as appropriate.~~

~~(E) — The Economic Opportunity Committee shall review monthly, and provide an update to the council quarterly, on progress towards meeting the City's minority and women-owned business contracting goals.~~

~~(EF)~~ A committee may not direct City staff beyond the council's right of inquiry.

Source: [Ord. No. 20150129-026, Pt. 1, 2-9-15](#); [Ord. No. 20160303-024, Pt. 6, 3-14-16](#).