

**ORDINANCE NO. 2025-O-239**

**AN ORDINANCE OF THE CITY OF LAREDO, TEXAS, AMENDING ORDINANCE NO. 2019-O-111; THE CITY OF LAREDO PRIORITY PROCEDURES HANDBOOK FOR CITY COUNCIL AND CITY BOARDS, COMMISSIONS AND COMMITTEES; AMENDING ROMAN NUMERAL I. COMMISSIONS AND BOARD CREATED BY CHARTER, CITY OF LAREDO (1995); LETTER E. ACROSS-THE-BOARD REQUIREMENTS FOR MEMBERS OF THE COMMISSIONS AND BOARD CREATED BY CHARTER; 1. QUALIFICATIONS; AND ROMAN NUMERAL V. ACROSS-THE-BOARD REQUIREMENTS FOR COMMISSIONS, BOARDS, COMMITTEES; LETTER G. RESIDENCY; IN ORDER TO CREATE CONTINUITY AND CLARITY ON WHO MAY SERVE; PROVIDING FOR A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, Ordinance No. 2019-O-111, was adopted by the City Council of the City of Laredo to establish the City of Laredo Priority Procedures Handbook, which governs procedures for City Council and City Boards, Commissions, and Committees; and has been subsequently revised and amended to reflect changes in procedure over time; and

**WHEREAS**, the City Council recognizes the essential role that appointed boards, commissions, and committees play in supporting municipal governance and providing public input on matters affecting the City and its residents; and

**WHEREAS**, the City Council seeks to ensure uniform eligibility standards for service on City boards, commissions, and committees, except where qualifications are expressly governed by state law or other enabling authority; and

**WHEREAS**, the City Council finds it in the best interest of the City to revise and clarify eligibility requirements to promote consistency, transparency, equitable representation, and compliance with applicable law; and

**WHEREAS**, the City Council further finds that these amendments are necessary to ensure that policies governing board and commission membership reflect current practices and promote effective public service.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS THAT:**

**Section 1:** The City of Laredo Priority Procedure Handbook, Ordinance No. 2019-O-111, Roman Numeral I, E. Across-the-board requirements for members of the commissions and board created by Charter; and Roman Numeral V., G. Residency as follows:

**Section 2:**

**I. Commissions and board created by Charter, City of Laredo (1995)**

**E. Across-the-board requirements for members of the commissions and board created by Charter**

- 1. Qualifications:** At the time of their appointment and during their terms, members shall reflect the following qualifications:
  - a. shall be American citizens,
  - b. shall have resided within the Laredo city limits for at least [~~five~~] one year,
  - c. shall be qualified City registered voters, and
  - d. shall not be employed by the City in any capacity nor hold any other City office

**Section 3:**

**V. Across-the-board requirements for commissions, boards, committees**

**G. [Residency] Qualifications: At the time of their appointment and during their terms, members shall reflect the following qualifications:**

- ~~1. [Generally, the Mayor shall appoint City residents, and Council Members will appoint residents of their respective districts, but all shall honor residency requirements specified in the enabling authority that creates or extends a commission, boards, or committee.]~~
- ~~2. [This policy is intended to ensure geographic diversity is reflected in the City's commissions, boards, and committees.]~~
  1. Shall be an American citizen,
  2. Shall have resided within the Laredo city limits for at least one year,
  3. Shall be a qualified City registered voter, and
  4. Shall not be employed by the City in any capacity nor hold any other City office.

**Exception: Notwithstanding the foregoing, where state law or other enabling authority**

governing a specific board, commission, or committee establishes alternative or additional qualifications for membership, the statutory or enabling qualifications shall control.

**Section 4:** This ordinance shall be cumulative of all provisions of ordinances of the City of Laredo, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.


**Section 5:** It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**Section 6:** This Ordinance shall take effect immediately upon passage.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS  
1st DAY OF December 2025

  
DR. VICTOR D. TREVINO  
MAYOR

ATTESTED:

  
MARIO I. MALDONADO JR.  
CITY SECRETARY



APPROVED AS TO FORM:

  
DOANH T. NGUYEN CITY  
ATTORNEY

# City of Laredo

## Legislation Details (With Text)

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**File #:** 2025-O-239    **Version:** 1

**Type:** Final Readings                      **Status:** First Reading

**File created:** 11/5/2025                      **In control:** City Council

**On agenda:** 12/1/2025                      **Final action:**

**Title:** An Ordinance of the City of Laredo, Texas, amending Ordinance No. 2019-O-111; the City of Laredo Priority Procedures Handbook for City Council and City boards, commissions and committees; amending Roman Numeral I. Commissions and board created by charter; City of Laredo (1995); Letter E, Across-the-board requirements for members of the commissions and board created by Charter; 1. Qualifications; and Roman Numeral V. Across-the-board requirement for commissions, boards, committees; Letter G. Residency; in order to create continuity and clarity on who may serve; providing for a cumulative clause; providing a severability clause and declaring an effective date.

**Sponsors:**

**Code sections:**

**Attachments:** 1. 2019-O-111, 2. 2025-O-239

Date	Ver.	Action By	Action	Result
11/17/2025	1	City Council	close and introduce	Pass

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### SUBJECT

An Ordinance of the City of Laredo, Texas, amending Ordinance No. 2019-O-111; the City of Laredo Priority Procedures Handbook for City Council and City boards, commissions and committees; amending Roman Numeral I. Commissions and board created by charter; City of Laredo (1995); Letter E, Across-the-board requirements for members of the commissions and board created by Charter; 1. Qualifications; and Roman Numeral V. Across-the-board requirement for commissions, boards, committees; Letter G. Residency; in order to create continuity and clarity on who may serve; providing for a cumulative clause; providing a severability clause and declaring an effective date.

### VIVA LAREDO PLAN ALIGNMENT

**Alignment Rating:**

**Supporting goal(s)/policy(ies):**

**Summary of alignment:**

### PREVIOUS COUNCIL ACTION

On August 5th, 2019, Ordinance No. 2019-O-111, was approved to adopt the revised City of Laredo Priority Procedures Handbook for City Council and City boards, commissions and committees; adopting rules governing the manner in which City Council meetings are conducted.

### BACKGROUND

On November 3<sup>rd</sup> 2025, Council Member Melissa R. Cigarroa, brought forward an item for Council consideration and possible action to amend the City Code of Ordinance by modifying the current five-year residency requirement for appointment to City boards, commissions and committees, with a proposal to reduce the requirement to two years.

The motion passed, and Council directed staff to prepare an ordinance amending the residency requirement accordingly and to revise of City of Laredo procedures handbook to reflect this change.

**COMMITTEE RECOMMENDATION**

N/A

**STAFF RECOMMENDATION**

Recommending that residency for all charter created and non-charter created boards, commissions and committee members should be 12 months, instead of two years.

Across the board requirements at the time of their appointment and shall reflect the following qualifications:

- a. shall be American Citizens
- b. shall have resided within the Laredo city limits for at least one year.
- c. shall be qualified City registered voters, and
- d. shall not be employed by the City in any capacity nor hold any other city office.

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**Fiscal Impact**

Fiscal Year:	N/A
Budgeted Y/N?:	N/A
Source of Funds:	N/A
Account #:	N/A
Change Order: Exceeds 25% Y/N:	N/A

**FINANCIAL IMPACT: N/A**