

Texas Local Government Code, Chapter 318, enables county commissioners courts to appoint individuals to serve on county historical commissions (CHC). Visit the following webpage to reference a record copy of these statutes: www.statutes.capitol.texas.gov/Docs/LG/htm/LG.318.htm. The statutes provide minimal direction for appointee criteria and appointment methodology. This flyer comments on both issues in response to county official inquiries.

Statutory Directives for CHC Composition

- CHC must be composed of at least 7 county residents; statutes do not include a maximum number of appointees.
- Appointees serve a two-year term, ideally beginning in January of odd-numbered years.
- Appointees must broadly reflect the age, ethnic, and geographic diversity of the county.
- Appointees must have an interest in historic preservation and an understanding of local history and resources.

Appointment Methodology

Statutes do not address the exact methodology for appointing CHCs. Our research shows that this process varies somewhat from county to county. Some county officials interview individuals seeking the appointment and others defer to recommendations from existing CHC appointees. Whatever method your county selects, please consider the following recommendations prior to appointment. Applying statutory criteria along with our recommended criteria along ensures that appointees are active, work well with others, and leave a positive impression with the public.

Recommended Appointee Criteria

Please appoint individuals who can contribute in a variety of ways despite the current pandemic. If possible, appoint individuals who have Internet access (home, CHC office, or public hub), can leave home to perform site visits, and will maintain a positive attitude. Appointees should be able to meet the following recommended criteria.

- Able and committed to attend full commission meetings; statutes require at least 4 meetings per year.
- Able and willing to volunteer time to plan and manage projects, programs, and events.
- Able to receive/respond to public inquiries about county historic resources in a timely manner.
- Able and willing to attend preservation education opportunities outside of his/her county.
- Able to provide site visits to historic properties around the county to update property inventories and provide current information on site conditions to THC staff.



Comal CHC appointees perform conditions assessments summer 2020.