



# GARLAND

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## Application for City of Garland Boards/Commissions/Committees

Return completed application to City Secretary's Office, 200 N. Fifth St., Garland, Texas 75040 | Email: [RDowl@GarlandTX.gov](mailto:RDowl@GarlandTX.gov)

**Please Type or Print Clearly:**

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ (Home)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_ (Other)

City, State, Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Resident of Garland for \_\_\_\_\_ years Resident of Texas for \_\_\_\_\_ years

Dallas County Voter Registration Number \_\_\_\_\_ Garland City Council District Number \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever been convicted of a Class A misdemeanor? \_\_\_\_\_ Yes \_\_\_\_\_ No

Please list any experience that qualifies you to serve in the areas you have indicated.

If you have previously served on a City Board or Commission, please specify and list dates of service.

List civic or community endeavors with which you have been involved.

What is your educational background?

What is your occupational experience?

I hereby affirm that all statements herein are true and correct. \_\_\_\_\_ *Signature of Applicant*

Board or Commission of first, second and third choice:		
<input type="checkbox"/> Animal Services	<input type="checkbox"/> Garland Cultural Arts Commission	<input type="checkbox"/> Parks and Recreation Board
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Garland Youth Council **	<input type="checkbox"/> Plan Commission *
<input type="checkbox"/> Citizens Environmental and Neighborhood Advisory Committee	<input type="checkbox"/> Library Board	<input type="checkbox"/> Senior Citizens Advisory Committee
<input type="checkbox"/> Civil Service Commission	<input type="checkbox"/> Property Standards Board	<input type="checkbox"/> Unified Building Standards Commission
<input type="checkbox"/> Community Multicultural Commission		

**\*\* Garland Youth Council has a separate application**

### FOR OFFICE USE ONLY

Ad Valorem Tax Status	Current _____	Past Due _____	Date Appointed _____
Utility Account Status	Current _____	Past Due _____	Appointed By _____
CSO Suit/Claim Filed	Yes _____ No _____		Date Notified _____
Clerk Signature & Date _____			Disclosure Form Filed _____

# DEMOCRACY IN ACTION

The American democratic experience is built upon the foundation of concerned and caring residents becoming actively involved in local government. Consistent with this principle, Garland's Charter provides for the City Council to utilize resident volunteers to assist in carrying out the many functions of municipal government by serving on the City's Advisory Boards and Commissions. Please give serious consideration to becoming more involved in helping make Garland the best city possible by applying to serve on a board or commission of your choice. For further information, call 972-205-2404.

## Process For Selection

Board members are selected for two-year terms by the City Council in August. Terms are usually staggered whereby at least half of the membership has board experience.

All applicants and incumbents must submit a Board and Commission Application form by July 1. Members of some boards must possess certain technical skills as specified by ordinance. All board and commission members must file a Code of Ethics Disclosure Form with the City Secretary.

Applicants will be notified of acceptance by mail after their appointment. Because vacancies may arise during the year, all applications are kept on file for one year.

## Qualifications

The Garland Charter and Code of Ordinances establish certain qualifications that must be met by members of boards and commissions. In addition to special qualifications for service, a board member must:

- have been a resident of the state of Texas for one year and of Garland for six months prior to the date of appointment;
- be a qualified voter at time of appointment;
- not be in arrears on City taxes, utility service charges or other obligations owed the City;
- have not been convicted of a felony;
- have not been convicted of a Class A misdemeanor;
- not be an adversary party to pending litigation against the City.

## Boards and Commissions

### Board of Adjustment

- Consists of nine members
- Meets third Wednesday of every month
- Considers applications for variances to zoning ordinance regulation, hears appeals regarding determinations of the Zoning Administrator, and considers action concerning non-conforming uses

### Citizens Environmental and Neighborhood Advisory Committee

- Consists of nine members
- Meets second Wednesday of each month
- Reviews, develops and recommends new and expanded projects to the City Council

### Civil Service Commission

- Reviews policy and procedures of the Police and Fire departments with primary focus on disciplinary, testing, hiring and promotional procedures

### Community Multicultural Commission

- Consists of 13 members
- Meets third Thursday of each month
- Researches issues and makes recommendations to Council concerning the City's changing demographic composition and diverse needs

### Garland Cultural Arts Commission

- Consists of nine members
- Meets quarterly
- Advises on policies of the Arts Center, negotiates contracts for usage of Heritage Park, awards grants to arts groups, and promotes the arts in general

### Garland Youth Council

- Consists of 20 members; all high school age
- One-year terms
- Meets second Tuesday of every month
- Advises Council of wants and needs of Garland youth and acts as ambassadors for the City of Garland

### Library Board

- Consists of nine members
- Meets second Monday of every month
- Advises Council on library services and programs

### Property Standards Board

- Consists of nine members
- Meets as needed
- Reviews staff recommendations and issues orders requiring repair/demolition and/or civil penalties

### Parks and Recreation Board

- Consists of nine members
- Meets first Wednesday of every month
- Advises on acquisitions, maintenance, operation and use of parks, playgrounds and open spaces

### Plan Commission

- Consists of nine members
- Meets second and fourth Monday each month
- Reviews rezoning applications, subdivision plats and site plans, and advises Council regarding comprehensive planning issues

### Senior Citizens Advisory Committee

- Consists of nine members
- Meets first Thursday of each month
- Advises Council on senior citizen issues

### Unified Building Standards Commission

- Consists of nine members: one qualified person with training and experience in each of the following industries: a member of the public, architecture or technical design, engineer, commercial contractor, plumbing, HVAC/mechanical contractor, electrical and a person with training or experience to pass on matters pertaining to hazards of fire, explosions, hazardous conditions or fire protection systems
- Meets on call
- Reviews proposed amendments to construction model codes and hears appeals on rulings of the Building Official or Fire Chief



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## Disclosure Form

### For Ordinance Boards and Commission Applicants

1. Name: \_\_\_\_\_

Title: \_\_\_\_\_

(City Council Member, Plan Commissioner, e.g.)

2. Spouse: \_\_\_\_\_

Minor Children \_\_\_\_\_

or Dependents: \_\_\_\_\_

3. Identify by name and address each business entity in which you, your spouse or any of your minor children or dependents have a substantial interest.

**Business entity** means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust or any other entity recognized by law.

**Substantial interest** means: (a) the ownership of 10 percent or more of the voting stock or shares of the business entity; (b) the ownership of either 10 percent or more or \$5,000 or more of the fair market value of the business entity; or (c) funds received from the business entity exceed 10 percent of the recipient's gross income for the previous year.

4. Identify (by street address, legal or lot and block description) all real property located within Garland owned by you through beneficial ownership, partnership, joint ownership or through corporate ownership of a corporation in which you have an interest of one percent or more. You must also include all real property leased by you or held by you with a right of first refusal.

*Return completed Disclosure Form to:*

*City Secretary - City of Garland*

*P.O. Box 469002*

*Garland, TX 75046-9002*