



# 2018 Application for Board & Commission Appointment

**NOTE:** All information on this application is public information pursuant to the provision of the Texas Public Information Act.

**Step 1:** Please complete the application indicating your top **THREE** Board choices. Select eligibility criteria under your choices, which apply to your experience (Page 2).

**Step 2:** Attach your *Proof of Residency* with **two of the following:**

- Current utility bill*
- Property tax receipt*
- Current Voter Registration Card*
- Renters may provide a signed landlord statement (attached)*
- Copy of current Driver's License*

**Step 3:** Submit the application packet to:

**FAX:** (855) 246-9100  
**EMAIL:** [tkcook@sanmarcostx.gov](mailto:tkcook@sanmarcostx.gov) and [jcase@sanmarcostx.gov](mailto:jcase@sanmarcostx.gov)  
**MAIL:** City Clerk  
 630 E. Hopkins  
 San Marcos, Texas 78666  
**PHONE:** (512) 393-8091

**ADDITIONAL INFORMATION CAN BE FOUND ON THE CITY WEBSITE:**

<http://sanmarcostx.gov/148/Boards-Commissions>

**NAME:** \_\_\_\_\_

Personal Information

Residential Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

Occupational Information

Business Owner?  Yes  No  
 Business Name: \_\_\_\_\_  
 Occupation: \_\_\_\_\_  
*(If retired, indicate former occupation)*  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

Do you live inside the San Marcos City Limits?  Yes  No If yes, how long? \_\_\_\_\_

Do you live in the Extra-Territorial Jurisdiction?  Yes  No If yes, how long? \_\_\_\_\_  
*(Extraterritorial Jurisdiction is defined as: existing or taking place outside the territorial limits of a jurisdiction)*

Are you registered to vote in Hays County?  Yes  No

**Please indicate, in order of preference, up to three (3) Boards on which you would like to serve:**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

**Signature:** \_\_\_\_\_

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

# 2018 Application for Board & Commission Appointment

Indicate your top **THREE** Board choices, and select the eligibility criteria that corresponds with your experience.

## \_\_\_\_\_ Airport Advisory Board

- \_\_\_\_\_ Resident
- \_\_\_\_\_ Non Resident
- \_\_\_\_\_ Represent a company that owns an aircraft based on the field.
- \_\_\_\_\_ Own an aircraft based on the field.
- \_\_\_\_\_ Owner/Representative of a commercial business operating on the field
- \_\_\_\_\_ Owner/Representative of an organization operating on the field. (Example: CAF or CAP)

\*5 voting members. At least two must be residents & all must own or represent an org. that owns aircraft on the field.

## \_\_\_\_\_ Animal Shelter Advisory Board

- \_\_\_\_\_ Veterinarian
- \_\_\_\_\_ City Official
- \_\_\_\_\_ Daily Operations of Animal Shelter
- \_\_\_\_\_ Animal Welfare Organization
- \_\_\_\_\_ City or ETJ resident
- \_\_\_\_\_ Hays County representative
- \_\_\_\_\_ City of Kyle representative
- \_\_\_\_\_ City of Buda representative

## \_\_\_\_\_ Arts Commission

- \_\_\_\_\_ Resident (5 members must be residents of the City)
- \_\_\_\_\_ Non Resident (up to 2 members may be non-residents)

## \_\_\_\_\_ Charter Review Commission

- \_\_\_\_\_ Resident (all 7 members must be residents of the City)

## \_\_\_\_\_ Cemetery Commission

## \_\_\_\_\_ Citizen Utility Advisory Board

- \_\_\_\_\_ Citizen-at-large
- \_\_\_\_\_ Public Utility System Engineer (endeavor to appoint 2 members)
- \_\_\_\_\_ Finance or Accounting experience (endeavor to appoint 2 members)

## \_\_\_\_\_ Comprehensive Plan Oversight Committee

- \_\_\_\_\_ Resident (inside City Limits)
- \_\_\_\_\_ ETJ (within ETJ)

## \_\_\_\_\_ Construction Board of Appeals (may serve on this and another board simultaneously)

- \_\_\_\_\_ Master Plumber
- \_\_\_\_\_ Master HVAC contractor
- \_\_\_\_\_ General Contractor
- \_\_\_\_\_ Residential Contractor
- \_\_\_\_\_ Citizen at Large
- \_\_\_\_\_ Alternate Member (2) (from any category listed above & will serve in absence of one or more regular members)

## \_\_\_\_\_ Convention & Visitors Board

- \_\_\_\_\_ City Council Member
- \_\_\_\_\_ Hotel/Motel Industry Representative (any size)
- \_\_\_\_\_ Hotel/Motel Industry Representative w/90- rooms
- \_\_\_\_\_ Hotel/Motel Industry Representative w/90+ rooms
- \_\_\_\_\_ Owner/Operator of Tourist Attraction in City

- \_\_\_\_\_ Food/Beverage Industry Representative
- \_\_\_\_\_ Outlet Mall Manager (Tanger and Premium)
- \_\_\_\_\_ City Parks & Recreation staff member
- \_\_\_\_\_ Heritage Association/Museum Representative
- \_\_\_\_\_ Downtown/Main Street Business Owner (Sr. Mgmt.)
- \_\_\_\_\_ Texas State Academic/Media/PR
- \_\_\_\_\_ Texas State Athletic Department Representative

## \_\_\_\_\_ Economic Development Board

- \_\_\_\_\_ CEO/Sr. Mgmt of a 100+ employee company working in the City
- \_\_\_\_\_ CEO/Sr. Mgmt of Financial Institution working in the City
- \_\_\_\_\_ CEO/Sr. Mgmt of Manufacturing Firm working in the City
- \_\_\_\_\_ Small Business Owner with 1-25 employees in the City (2 positions; must be resident)
- \_\_\_\_\_ CEO/Sr. Mgmt of a medium company with 26-100 employees working in the City
- \_\_\_\_\_ Hays County Representative
- \_\_\_\_\_ Citizen-at-large
- \_\_\_\_\_ San Marcos Area Chamber of Commerce Representative (designated by the Chamber & confirmed by Council. Must be a resident)

\*Ex-Officio (voting): City Council Member, City Manager

\*Ex-Officio (non-voting): President of GSMP

## \_\_\_\_\_ Ethic Review Commission

- \_\_\_\_\_ Resident (all 7 members must be residents of the City)

## \_\_\_\_\_ Historic Preservation Commission

- \_\_\_\_\_ Resident or employee in the City or ETJ with architect or design expertise (2 members)
- \_\_\_\_\_ Resident of City with interest in History of City (2 members)
- \_\_\_\_\_ Property owner or resident from Historic District (2 members)
- \_\_\_\_\_ Property or business owner from Downtown Historic District (1 member)

## \_\_\_\_\_ Housing Authority Board

- \_\_\_\_\_ Resident (4 members must be residents of the City)
- \_\_\_\_\_ Tenant of Public Housing under SMHA

## \_\_\_\_\_ Human Services Advisory Board

- \_\_\_\_\_ Resident (all 7 members must be residents of the City)
- \_\_\_\_\_ Degree and/or experience in Social Work (non voting)

## \_\_\_\_\_ Library Advisory Board

- \_\_\_\_\_ Resident (5 members must be residents of the City)
- \_\_\_\_\_ Resident (2 members may be non residents of the City)

## \_\_\_\_\_ Main Street Advisory Board

- \_\_\_\_\_ Resident (5 members must be residents of the City)
- \_\_\_\_\_ Resident (3 members may be non residents, but must own/operate a business in the City)

## \_\_\_\_\_ Neighborhood Commission

- \_\_\_\_\_ Resident from Sector 1, 2, 3, 4, 7, 8, 9
- \_\_\_\_\_ Resident from Sector 5, 6 (one alternate voting member and one regular member)

\_\_\_\_\_ **Parks & Recreation Board**  
\_\_\_\_\_ Resident (*all 9 members must be residents of the City*)

\_\_\_\_\_ **Planning & Zoning Commission**  
\_\_\_\_\_ Resident (*all 9 members must be residents of the City for at least 5 years. \*Affidavit Required*)

\_\_\_\_\_ **San Marcos Commission on Children & Youth**  
\_\_\_\_\_ City of San Marcos  
\_\_\_\_\_ San Marcos Consolidated ISD  
\_\_\_\_\_ United Way of Hays County  
\_\_\_\_\_ Texas State University  
\_\_\_\_\_ Hays County  
\_\_\_\_\_ Austin Community College  
\_\_\_\_\_ Central Texas Medical Center  
\_\_\_\_\_ Greater San Marcos Partnership  
\_\_\_\_\_ City Council Member, ex officio  
\_\_\_\_\_ SMCISD Board Trustee, ex officio  
\_\_\_\_\_ Family Member – through parent and guardian groups such as PTO/PTA/Booster Clubs/Home School Association: \_\_\_\_\_  
\_\_\_\_\_ Youth Service Providers: (i.e. San Marcos Little League, etc.) \_\_\_\_\_  
\_\_\_\_\_ Faith Based Community: \_\_\_\_\_  
\_\_\_\_\_ Public Safety: \_\_\_\_\_  
\_\_\_\_\_ Community member that has experience as a teacher and/or has expertise in early childhood, youth or general education policy.

\*Individuals who hold elected or executive level positions with the above partners will be nominated and appointments confirmed by the City Council.

\*\* Each city council member shall appoint one at-large key constituency group representative. The seven at-large members appointed shall endeavor to represent of key constituency groups in the community as listed above.

\_\_\_\_\_ **San Marcos Industrial Development Corporation** (*may serve on this and another board simultaneously*)  
\_\_\_\_\_ 7 members with no residency requirements

\_\_\_\_\_ **San Marcos Youth Commission**  
\_\_\_\_\_ San Marcos High School Student (4 members)  
\_\_\_\_\_ San Marcos Academy Student (1 member)  
\_\_\_\_\_ Private/Charter School Student (1 member)  
\_\_\_\_\_ Home Schooled Student (1 member)  
\_\_\_\_\_ Outside City Limit/Inside SMCISD Boundaries (1 member)  
\_\_\_\_\_ Texas State Student/Post Secondary Student (1 member)  
\_\_\_\_\_ Gary Job Corp (1 member)  
\_\_\_\_\_ Phoenix (1 member)  
\_\_\_\_\_ Other At-Large Youth (4 members)

\_\_\_\_\_ **Senior Citizen Advisory Board**  
\_\_\_\_\_ Resident (*all 7 members must be residents of the City*)

\_\_\_\_\_ **Sunset Advisory Commission** (*appointed every 4 years*)  
\_\_\_\_\_ Resident (*all 7 members must be residents of the City*)

\_\_\_\_\_ **Veteran Affairs Advisory Committee**  
\_\_\_\_\_ Resident of the City or ETJ (5 members)  
\_\_\_\_\_ Spouse or surviving spouse of veteran (endeavor to appoint 2 members)

\*Other members include Hays Co. Veteran Resource Office & Texas State University Associated Student Government Veterans Liaison

\_\_\_\_\_ **Zoning Board of Adjustment and Appeals**  
\_\_\_\_\_ Resident (*all 7 members must be residents of the City*)

### **The following Boards and Commissions require 2 forms of Proof of Residency**

Airport Commission (3 positions)  
Animal Shelter Advisory Committee (1 position)  
Arts Commission (5 positions)  
Charter Review Commission (all positions)  
Citizen's Utility Advisory Board (all positions)  
Comprehensive Plan Oversight Committee (all positions)  
Convention & Visitors Bureau Board (9 positions)  
Economic Development Board (2 positions)  
Ethics Review Commission (all positions)  
Historic Preservation Commission (6 positions)  
Housing Authority (all positions)  
Human Services Advisory Board (all positions)  
Library Board (7 positions)  
Main Street Advisory Board (5 positions)  
Parks and Recreation Advisory Board (all positions)  
\*Planning & Zoning Commission (all positions)  
Veteran's Affairs Advisory Committee (7 positions)  
Zoning Board of Adjustment (5 positions)

#### **Proof of Residency with two of the following items:**

Current utility bill  
Current Voter Registration Card  
Copy of Driver's License  
Property Tax Receipt  
Renters may provide a signed landlord statement

**\* If you are applying for the Planning and Zoning Commission, you will also need to provide the Affidavit that is attached to this form.**



## City of San Marcos Residency Affidavit for Planning & Zoning Commission

To be eligible to serve on the San Marcos Planning and Zoning Commission, the applicant must have resided within the City of San Marcos for five (5) years. If the applicant cannot provide two acceptable residency documents from the list above proving five (5) years of residency, this affidavit will be used as evidence of residency.

### Applicant Information

**Name**

**Residence Address**

**City**

**State**

**Zip Code**

San Marcos

TX

I certify that the information provided above is true and correct. I understand that knowingly making any false statement relating to the application to serve on the San Marcos Planning and Zoning Commission will deem my application invalid and will lead to my removal from the commission, if appointed.

**Applicant's Signature**

**Date**

SWORN TO AND SUBSCRIBED before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public, State of Texas

**Notary Stamp**