

# **Overview of Oak Ridge North Boards, Commissions and Committees**

## **Planning and Zoning Commission**

The Planning and Zoning Commission (P & Z) is charged with making recommendations to the city council regarding plans for the physical development of the city, and for its approval of all plats and replats. The P & Z provides input to a comprehensive plan, which serves as a framework for the land use regulatory process. The commission also advises city council on zoning goals and regulations.

The P & Z Commission consists of seven members who are appointed by the city council for two-year terms. Five must be resident citizens and qualified voters of the city. Qualifications for membership to the commission shall be at the discretion of the mayor and city council, but a balance that includes persons with educational or professional backgrounds in real estate, engineering, planning, or other related fields should be sought.

The May meeting is the official annual meeting for the P & Z Commission. The annual meeting is when the commission elects their officers for the year. The P & Z Commission meets on the first Monday of each month at 7:00pm at city hall.

Members of the commission shall serve at the will and pleasure of the city council and are subject to removal by the city council at any time, with or without cause, and shall have no expectation of continued service on the commission. A member who is absent from three consecutive meetings of the commission shall be deemed to be removed from the commission, subject to reappointment by the city council.

## **Oak Ridge North Community Affairs Committee**

The committee shall coordinate and work in conjunction with the city manager or his/her designee to coordinate and promote the exchange of information related to neighborhood events and community issues of public interest; to investigate and assemble information regarding neighborhood events and community issues of public interest; to make constructive recommendations to the city council to study and recommend options for encouraging neighborhood events and addressing community issues of public interest; to facilitate and organize recognition of members of the community; to facilitate and organize recognition of new local businesses establishing within and existing local businesses already serving the community; to strongly focus on promoting social capital within the city by facilitating and organizing programs, events and activities that encourage community involvement; to identify and pursue funding opportunities from third-party sources.

The committee shall be composed of nine members, consisting of at least one city council member, up to two Non-resident business owners, and up to two representatives from any church or other faith-affiliated organization within the city limits.

The mayor shall select, subject to approval by the city council, the members of the committee, who shall serve in such capacities for a period of two years. The city council will initially appoint five committee members for three-year terms and four committee members for two-year terms. Vacancies for the unexpired period of service of any member whose position becomes vacant shall be filled by selection by the mayor, subject to approval by the city council. Newly selected members shall be installed at the earliest possible regular committee meeting or city council meeting after their selection. Compensation

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for members of the committee shall be as determined from time to time by the city council.

Members of the committee shall serve at the will and pleasure of the city council and are subject to removal by the city council at any time, with or without cause, and shall have no expectation of continued service on the commission. A member who is absent from three consecutive meetings of the commission shall be deemed to be removed from the commission, subject to reappointment by the city council.

CAC meets on the fourth Tuesday of each month at 6:30pm at city hall.

### **Oak Ridge North Economic Development Corporation**

Oak Ridge North Economic Development Corporation (ORNEDC) is a citizen volunteer group appointed by the Oak Ridge North City Council. It is a not for profit (4b) Economic Development Corporation funded by a voter approved one half-cent dedicated sales tax. ORNEDC recognizes the need to attract business and industry and actively promotes the area to new and expanding businesses. ORNEDC also acts in an advisory capacity to the City Council in matters concerning economic development projects, including financial incentives.

ORNEDC is focused to increase quality of life for the community through richer job opportunities that come from commercial development, diverse options in retail, restaurant, and service providers, and investment in the community that will maintain the high standards our residents have enjoyed for years. ORNEDC works collaboratively with the private sector to develop high quality, sustainable commercial development.

ORNEDC provides long range guidance and encouragement to existing and expanding businesses which have been the strength of Oak Ridge North for many years. Looked upon as a marketing arm of the city, ORNEDC is ready and eager to assist existing businesses in expanding in this area which is ripe for development.

The committee is composed of a board of directors consisting of seven directors appointed by the city council for staggered two-year terms of office. No less than two directors shall be members of the governing body of the city.

ORNEDC meets on the third Monday of each month at 7pm at city hall.

## Application for Board, Commission or Committee Appointment

Board/Commission/Committee (indicate selection(s) by marking each area of interest).

- Planning and Zoning Commission
- Community Affairs Committee
- Economic Development Corporation

1. Name:	
2. Address:	
3. County:	
4. Business Phone: (     )	Home Phone: (     )
5. Occupation:	
6. Email address:	

9. Have you ever attended a meeting of the Board, Commission or Committee to which you seek appointment? If so, which one(s):

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10. Briefly describe previous community activities associated with the City of Oak Ridge North, as well as any outside civic, charitable, and other community work:

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11. Please write a summary of your interest in appointment or reappointment to this Board, Commission or Committee:

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12. Please write a summary of your qualifications for service on this Board, Commission or Committee (attach a resume or bio if preferred):

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13. If appointed, what do you expect to gain from your participation on a Board, Commission or Committee?

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14. If appointed, what skills or expertise do you have to offer by participation on a Board, Commission or Committee:

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15. If appointed, how would the Board, Commission or Committee benefit from your participation?

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16. Do you anticipate any conflicts of interest arising in connection with your service on the selected Board, Commission or Committee? (see attached "Conflict of Interest" form)

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If you answered yes and a conflict of interest did arise, how would you propose to resolve it?

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17. Do you understand the time commitment required on this Board, Commission or Committee for meetings as well as preparation prior to meetings?

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Qualifications for appointment to Boards, Commissions or Committees of the City of Oak Ridge North:

- Application must not be an adversary party to pending litigation against the City of Oak Ridge North except for eminent domain proceedings.
- Applicant must not be in arrears in city taxes, water service charges or other obligations owed to the City of Oak Ridge North.
- A background check may be conducted on each applicant. The attached release forms must be included with the completed application.

All applications will be considered equally. Following an interview process, the City Council will consider appointments based upon the information provided on the application and during the interview.

I hereby affirm that the information provided herein is true and correct to the best of my knowledge.

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Signature

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Date

Send the completed application to:  
City of Oak Ridge North  
Attn: Elizabeth Harrell, City Secretary  
27242 Robinson Road  
Oak Ridge North, Texas 77385  
eharrell@oakridgenorth.com