



## **BOARD OPENINGS VOLUNTEERS NEEDED**

**Are you interested in becoming more involved in the happenings of your City? Are you interested in volunteering some of your time to become more involved in your local government and its processes? The City of Fort Stockton is seeking volunteers to fill upcoming vacancies on several of its Boards. The purpose/duties required of each of these boards are as follows:**

**Animal Control Advisory Board:** The Animal Control Advisory Board shall Review and recommend procedures for the care and maintenance of the animal shelter facilities and impounded animals to ensure compliance with state law; & periodically review the city's animal control ordinances to ensure they are consistent with state law and make recommendations for revisions thereof. The Board meets at City Hall quarterly or as needed at 10:30 a.m.

The Animal Control Advisory Board is appointed by the City Council and is comprised of at least one (1) veterinarian, one (1) municipal official, one (1) person whose duties include the daily operation of an animal shelter, and one (1) representative from an animal welfare organization who serve two-year, staggered terms.

**Building Standards Commission:** The purpose of the Substandard Building Commission is to promote the health, safety and welfare of the citizens of the city by examining building conditions and taking appropriate steps to secure, repair, remove, or demolish non-compliant buildings. The Substandard Building Committee meets regularly at City Hall every first Thursday at 5:30 p.m.

The Substandard Building Commission shall be comprised of five (5) members who serve two-year staggered terms. There shall also be two (2) alternate members who shall serve in the absence of one or more members of said Commission upon the request of the City Manager to do so.

**Cemetery Advisory Board:** The Cemetery Advisory Board's duty is to draft rules and regulations regarding the operation of the cemetery. The board shall assist the city in an advisory capacity and promulgate additional rules and regulations regarding the cemetery or as may be adopted by the City Council by proper ordinance. The Cemetery Advisory Board meets at the City Hall as needed, but not less than quarterly at 4:30 p.m.

The Cemetery Advisory Board is appointed by the City Council and consists of five (5) regular members who serve for an indefinite term.

**Fort Stockton Economic Development 4-A Corporation:** The primary role of the Economic Development 4-A Corporation is the promotion and development of new or expanded business enterprises within the City. The Corporation is governed by the Development Corporation Act of 1979. The 4A Corporation meets at the Chamber of Commerce once a month as needed, on the third Thursday of each month at 3:00 p.m.

The 4A Economic Development Corporation is appointed by the City Council and is comprised of five (5) regular members who serve three-year, staggered terms and at the pleasure of the City Council. An additional member shall serve as an alternate.

Each Director shall meet at least one (1) of the following qualifications:

- (a) Serve as Chief Executive Officer of a company; or
- (b) Serve in a position of executive management of a company; or
- (c) Serve in a professional capacity; or
- (d) Have served in a capacity of any of the above qualification.

**Fort Stockton Economic Development 4-B Corporation:** The primary role of the Economic Development 4-B Corporation is to help develop and diversify the economic, recreational, educational and cultural aspects of the City. The 4B Corporation meets once a month as needed, on the third Thursday of each month at 2:00 p.m.

The 4B Economic Development Corporation is appointed by the City Council and is comprised of seven (7) regular members who serve three-year, staggered terms. An additional member shall serve as an alternate.

Each Director shall meet at least one (1) of the following qualifications:

- (a) Serve as Chief Executive Officer of a company; or
- (b) Serve in a position of executive management of a company; or
- (c) Serve in a professional capacity; or
- (d) Have served in a capacity of any of the above qualification.
- (e) Serve as a member of the City Council.

**Fort Stockton Historical Landmark Commission:** The purpose of the Historical Landmark Commission is to protect, enhance and perpetuate historic landmarks which represent or reflect distinctive and important elements of the city's and state's cultural, social economic, political, archeological and architectural history and to develop appropriate settings for such places; to safeguard the city's historic and cultural heritage as embodied and reflected in such historic landmarks by appropriate regulations; to stabilize and improve property values in such locations; to foster civic pride in the beauty and noble accomplishments of the past; to protect and enhance the city's attractions to tourists and visitors and provide incidental support and stimulus to business and industry; to strengthen the economy of the city; and to promote the use of historic landmarks for the culture, prosperity, education and welfare of the people of the city and visitors to the city. The Historical Landmark Commission shall meet regularly at City Hall every first Tuesday of the month at 5:00 p.m., with additional meetings upon call by the commission chairman or upon petition of a simple majority of commission members.

The historical preservation commission shall thoroughly familiarize itself with the buildings, land, areas and districts within the city which may be eligible for designation as historic landmarks and shall prepare a master plan for the development of historic resources hereinafter referred to as the preservation plan, which shall:

- (a) Identify and catalog buildings, land, areas and districts of historical, architectural, archaeological or cultural value along with statements of fact which verify their significance;
- (b) Identify criteria to be used in determining whether certain buildings, land, areas and districts should be designated as historic landmarks;
- (c) Identify guidelines to be used in determination of whether to grant or deny certificates of appropriateness for proposed alterations to the exterior of a designated historic landmark;
- (d) Assist in the formulation of a program for private and public action which will state the role of various city agencies in the preservation of historic landmarks;
- (e) Suggest sources of funds for preservation and restoration activities and for acquisitions which are to include federal, state, municipal, private and foundation sources; and
- (f) Recommend incentives for preservation.

The Historical Landmark Commission is appointed by the City Council and shall serve two-year, staggered terms. The Commission shall be comprised of five (5) members, two (2) shall be appointed from the citizens at large and at least three (3) shall be representatives from historical societies in the city. All members shall have an interest in the field of history, art or architecture of the city.

**Fort Stockton Tourism Advisory Board:** The purpose of the Tourism Advisory Board shall be to encourage, enhance and promote tourism related business and special events in the Fort Stockton area; to further the promotion of tourism and publicity for the area; to promote Fort Stockton as a tourist destination throughout the state, regionally and nationally; and to encourage extended stays through the support of special events, the arts and historic preservation. The Tourism Advisory Board meets at the Fort Stockton Convention Center once a month as needed, on the second Wednesday of each month at 5:30 p.m.

The Tourism Advisory Board is appointed by City Council and consists of seven (7) regular members who serve three-year, staggered terms, but are eligible to serve for a second, three-year term with a total of six consecutive years. Following an absence of one-year, former members are eligible for reappointment.

The Board members shall reside within a 5-mile radius of the City of Fort Stockton. The Mayor of the City shall automatically serve as a board member. Members shall be uniquely qualified, interested, and available to assist in this specialized field.

**Housing Authority of the City of Fort Stockton, Texas:** The Purpose of the Housing Authority Board is to assist in the location of Housing & Monetary Assistance for Payment of Utilities to the low income, disabled or mentally incompetent. The Housing Authority Board meets at City Hall once a month as needed, on the third Thursday of each month at 5:30 p.m.

The Housing Authority Board is appointed by the City Council and shall serve two-year, staggered terms. The Board shall be comprised of five (5) members. An appointed commissioner of the authority may not be an officer or employee of the municipality. A commissioner may be:

- A) A tenant of a public project over which the housing authority has jurisdiction;  
or
- B) A person who is a recipient of housing assistance administered through the authority's housing choice voucher program.

A certificate of the appointment of a commissioner shall be filed with the clerk of the municipality. The certificate is conclusive evidence of the proper appointment of the commissioner.

**Intergovernmental Recreation Board:** The Intergovernmental Board shall initiate and supervise studies of local conditions and needs affecting recreation necessary to properly conduct a broad program of recreational activities for the benefit of the citizens of Pecos County.

Recommend the acquisition, design, and improvements of all existing and additional areas including the desired facilities.

Establish and maintain cooperative relationships with the State of Texas and local Recreation agencies/entities.

Review and recommend activities and cooperate through proper liaison with other recognized agencies, organizations or committees within the County.

Review and recommend an annual budget and review monthly accounts payable.

The Board will advise on policy and Recreation Department activities, will have final discretion as to hiring and firing of supervisory personnel.

The Intergovernmental Recreation Board meets at the Recreation Department once a month as needed, on the third Wednesday of each month at 5:30 p.m.

The Intergovernmental Recreation Board consists of seven (7) members which shall serve an indefinite term and be comprised of the following:

- a) Two (2) members shall be appointed by the Pecos County Commissioners Court. The persons appointed shall be elected County officials and currently holding office.
- b) Two (2) members shall be appointed by the Fort Stockton City Council. The persons appointed shall be current regular voting members of the City Council.
- c) Two (2) members shall be appointed by the Fort Stockton Independent School District Board of Trustees. The persons appointed shall be current members of the Fort Stockton Independent School District Board of Trustees.
- d) One (1) community member shall be appointed by the six members listed above.

**Keep Historic Fort Stockton Beautiful Board:** The purpose of the Keep Historic Fort Stockton Beautiful Board is to assist the City Council establish a city-wide policy relating to beautifying Fort Stockton and enhancing the environment of the community. The Keep Historic Fort Stockton Beautiful Board meets regularly at City Hall every first Tuesday of the month at 5:00 p.m.

The Keep Historic Fort Stockton Beautiful Board shall be comprised of five (5) voting members to be appointed by City Council and shall be residents of the city or within the extra territorial jurisdiction (ETJ). The board shall consist of representatives from business and industry, media, community organizations, education, and members at large.

**Planning and Zoning Commission:** The Planning and Zoning Commission serves in an advisory capacity to the City Council by making recommendations on a multitude of planning and zoning issues related to development activity in the City. These include consideration and action items pertaining to concept plans, preliminary plats, site plans, final plats, special use designations, zoning changes, Unified Development Ordinance text amendments, Comprehensive Plan updates/amendments, etc. The Planning and Zoning Commission meets at City Hall as needed every first or third Wednesday of the month at 9:00 a.m., as well as for specially called meetings and joint workshops with City Council and other boards and commissions.

The Planning and Zoning Commission is appointed by the City Council and is comprised of seven (7) regular members who serve two-year staggered terms.

**NOTE:** If you are interested in serving on a Board, please fill out the attached application and submit to City Hall. If you have applied in previous years, please apply again so we will have updated records. All applications will be forwarded to the City Council for review.

Upon completion of a Board Member's term, that Member will be contacted prior to the City's yearly re-appointment process to determine if continued interest exists in serving an additional term. Re-appointments remain at the discretion of City Council.

As an applicant for a City Board; the information on the application will be available for the press or public upon the City's receipt of a Public Information Request Form.



**CITY OF FORT STOCKTON  
Board Application**

**Appointment Sought:**

- Animal Control Advisory Board
- Building Standards Commission
- Cemetery Advisory Board
- Fort Stockton Economic Development 4-A Corporation
- Fort Stockton Economic Development 4-B Corporation
- Fort Stockton Historical Landmark Corporation
- Fort Stockton Tourism Advisory Board
- Housing Authority of the City of Fort Stockton, Texas
- Intergovernmental Recreation Board
- Keep Historic Fort Stockton Beautiful Board
- Planning & Zoning Commission

**Personal Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fort Stockton Resident Since (mm/yy): \_\_\_\_\_

Occupation/Profession: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Background:**

Prior/Current involvement in City Government or related activities: \_\_\_\_\_

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Other related experience: \_\_\_\_\_

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**Interest & Ability**

Why are you interested in serving in this capacity? \_\_\_\_\_

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What do you feel you can contribute to the position? \_\_\_\_\_

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Are there specific results you would like to accomplish as a member of this Board or Commission? If so, what are they? \_\_\_\_\_

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**PLEASE RETURN THIS FORM TO:**  
MARINA A. CANTU, CITY SECRETARY  
121 WEST SECOND STREET  
P.O. BOX 1000  
FORT STOCKTON, TEXAS 79735  
Fax: (432) 336-6273  
E-mail: [nicantu@cityfs.net](mailto:nicantu@cityfs.net)

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**SIGNATURE OF APPLICANT**