



## BOARDS AND COMMISSIONS GUIDE

# TARRANT COUNTY

City of Arlington • City of Azle • City of Bedford • City of Benbrook • City of Blue Mound  
City of Burleson • City of Colleyville • City of Crowley • City of Dalworthington Gardens  
City of Edgecliff Village • City of Euless • City of Everman • City of Forest Hill • City of Fort Worth  
City of Grand Prairie • City of Grapevine • City of Haltom City • City of Haslet • City of Hurst  
City of Keller • City of Kennedale • City of Lakeworth • City of Lakeside • City of Mansfield  
City of Newark • City of North Richland Hills • City of Pantego • City of Pelican Bay  
City of Reno • City of Richland Hills • City of River Oaks • City of Saginaw • City of Sansom  
City of South Lake • City of Trophy Club • City of Watauga • City of Westover Hills  
City of Westlake • City of Westworth Village • City of White Settlement

# ABOUT REFLECTUS

## Mission Statement

ReflectUS is a nonprofit, nonpartisan coalition of the nine leading women's representation organizations working to increase the number of women in office and achieve equal representation across the racial, ideological, ethnic, and geographic spectrum.

## Organizational History

ReflectUS was formed in 2018 as a national, nonpartisan coalition of the nine leading women's representation organizations across the country to accelerate gender representation in political leadership. The organizations are: Asian Pacific American Institute for Congressional Studies (APAICS), Empowered Women, Higher Heights Leadership Fund, IGNITE National, LatinasRepresent, RepresentWomen, She Should Run, Vote Run Lead, and Women's Public Leadership Network (WPLN).

ReflectUS is the only Coalition bringing together women from across the political aisle into one network. Each Coalition member brings a unique set of expertise and experience to provide a holistic, broad-based approach to achieving greater gender representation in political leadership. With combined expertise, ReflectUS aims to have a government that reflects all of its people. The Coalition has already served over 150,000 women across the country and party lines, and is poised to serve so many more.

As a coalition, ReflectUS serves a diversity of races, socioeconomic backgrounds, political parties, and experiences. The ReflectUS Coalition alters the electoral and political landscape by training women on the frontline and advocating for institutional change. ReflectUS coordinates action across the nine organizations, ensuring effective collaboration and communication, tracks and measures the impact of collective initiatives, and secures funding to ensure that each organization and the Coalition as a whole have a stronger footing to meet its goals.

## Coalition Members



# REFLECTUS TEXAS

## About

ReflectUS Texas is working with Dallas Kids First, [Jolt Initiative](#), Lone Star Parity, Mu Delta Alpha, and many more organizations to increase the number of women running for, getting elected, and being appointed to political office across the state. ReflectUS is eager to be working in Texas to help empower women in pursuit of political leadership roles. If you're interested in speaking with the Texas Program Manager about your experience as a candidate or any obstacles that might currently be preventing you from running please schedule time to speak with her here. If you'd like for ReflectUS to present to your organization about civic leadership, please contact Cecilia Silva, Texas Program Manager at [cecilia@reflect.us](mailto:cecilia@reflect.us).

**Do you need help navigating the appointment process, filling out your application, or preparing for your interview? [Set up a time to meet with our team!](#) We'd love to help you as you navigate this new opportunity to serve your community.**

**Can't find a Guide for your County or City? Send us an email and let us know at [info@reflect.us](mailto:info@reflect.us).**



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- › City of White Settlement





## Physical Address

101 W. Abram St.  
Arlington TX 76010

Ph: 817-459-6777  
M-F, 8am-5pm

## Mailing Address

City of Arlington, TX  
P.O. Box 90231  
Arlington, TX 76004-3231



## Point of Contact

City Secretary Alex Busken, alex.  
[busken@arlingtontx.gov](mailto:busken@arlingtontx.gov)  
(817) 459-6186



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- › Economic Development Corporation Board of Directors - Separate Application [HERE](#)
- › Animal Services Center Advisory Board
- › Arlington Convention and Visitors Bureau Board of Directors
- › Arlington Higher Education Finance Corporation
- › Building Code Board of Appeals
- › Citizens Environmental Committee
- › Community Relations Commission
- › Electrical Board
- › Emergency Physician's Advisory Board
- › Ethics Review Commission
- › Housing Authority
- › Landmark Preservation Commission
- › Library Advisory Board
- › License and Amortization Appeal Board
- › Mechanical and Plumbing Board of Appeals
- › North Texas Higher Education Authority
- › Park and Recreation Board
- › Planning and Zoning Commission
- › Special Transportation Advisory Board
- › Teen Court Advisory Board
- › Zoning Board of Adjustment

## Appointment Eligibility

- › Arlington residents must be eligible to vote in the City (except Youth representatives),
- › Hold no publicly elected office
- › Must not be delinquent in payment of any amounts due to the City, including property taxes, water utility payments, adjudicated citations, etc.





## Physical Address

505 W. Main Street  
Azle, TX 76020

Ph: 817-444-2541  
M-F, 8am-5pm

## Mailing Address

City of Azle, TX  
P.O. Box 1378  
Azle, TX 76098



## Point of Contact

City Secretary Yael Forgey,  
[yforgey@cityofazle.org](mailto:yforgey@cityofazle.org)  
(817) 444-7101



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- > Animal Shelter Advisory Board
- > Audit Committee
- > Building Board of Appeals
- > Capital Improvement
- > Crime Control & Prevention District
- > Library Board
- > Municipal Development District
- > Park Board
- > Planning & Zoning
- > Special Events Advisory Board
- > Zoning Board of Adjustments

## Appointment Eligibility

In order to apply and serve as a Board or Commission member, you must meet eligibility requirements of the specific Board or Commission for which you apply in addition to General Requirements

- > Be a resident of the city
- > Be a qualified voter at the time of the appointment
- > Have no criminal record that is considered by the City Council to be so serious that it serves as a disqualification (i.e. felony conviction)
- > Not be an adversary party to pending litigation or claim against the city (except for eminent domain proceedings)
- > Not to be an employee or a business associate of either and adversary party or a representative of an adversary party;
- > Not in arrears on city taxes, water service charges or other obligations owed to the city.





## Physical & Mailing Address

2000 Forest Ridge Drive  
City Hall Building A  
Bedford, TX 76021

M–F, 8am–5pm

## Mailing Address

City Secretary's Office  
2000 Forest Ridge Drive  
Bedford, TX 76021



## Point of Contact

City Secretary Micahel Wells,  
[citysecretary@bedfordtx.gov](mailto:citysecretary@bedfordtx.gov) OR  
[michael.wells@bedfordtx.gov](mailto:michael.wells@bedfordtx.gov)  
(817) 952-2101



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- › Animal Shelter Advisory Board
- › Beautification Commission
- › Building & Standards Commission
- › Community Affairs Commission
- › Cultural Commission
- › Ethics Commission
- › Library Advisory Board
- › Parks & Recreation Board
- › Planning & Zoning Commission
- › Street Improvement / Economic Development Corp.
- › Teen Court Advisory Board
- › Zoning Board of Adjustments

## Appointment Eligibility

- › Be a resident of the city
- › Be a qualified voter at the time of the appointment
- › Have no criminal record that is considered by the City Council to be so serious that it serves as a disqualification (i.e. felony conviction)
- › Not be an adversary party to pending litigation or claim against the city (except for eminent domain proceedings)
- › Not to be an employee or a business associate of either and adversary party or a representative of an adversary party;
- › Not in arrears on city taxes, water service charges or other obligations owed to the city
- › Have a creditable record of attendance and performance in any previous board service.





## Physical Address

911 Winscott Road  
Benbrook, TX 76126

Ph: 817-249-3000  
M-F, 8am-5pm

## Mailing Address

Joanna King, City Secretary  
P.O. Box 26569 (911 Winscott Road)  
Benbrook, TX 76126



## Point of Contact

City Secretary Joanna King  
[jking@benbrook-tx.gov](mailto:jking@benbrook-tx.gov)  
(817) 249-6004



## Appointment Timeline

Application Due by October 25,  
2020

## Boards & Commissions Available to Serve On:

- > Planning and Zoning Commission
- > Zoning Board of Adjustment and Appeals Commission
- > Tax Increment Finance Board
- > Steering Committee Comprehensive Plan
- > Park Board
- > Economic Development Corporation
- > Benbrook Police Officers' Civil Service Commission
- > Animal Shelter Advisory Committee

## Appointment Eligibility

- > Be a registered voter of the City
- > Have resided in the City for at least one year
- > Continue their residency during the term of office
- > Not hold a public elective office within the State
- > Serve without compensation
- > In the case of the Planning and Zoning Commission, members must own real property in the City



# CITY OF BLUE MOUND

Please contact your City Secretary for more information regarding the application process.



## Physical & Mailing Address

City Secretary's Office  
301 S Blue Mound Rd.  
Blue Mound, TX 76131

Ph: (817) 232-7097 ext. 100  
M-F, 8am-5pm

## Boards & Commissions Available to Serve On:

- › Parking Concerns Committee

## Appointment Eligibility

- › Please contact your City Secretary to receive more information regarding your eligibility status.



## Point of Contact

City Secretary Donna Savage,  
[ctysec@bluemoundtexas.us](mailto:ctysec@bluemoundtexas.us)  
(817) 232-7097



## Appointment Timeline

N/A





## Physical & Mailing Address

141 W. Renfro  
Burleson, TX 76028

Phone: (817) 426-9665  
Fax: 817-426-9374  
M-F, 8 am-5 pm



## Point of Contact

City Secretary, Amanda Campos  
[acampos@burlesontx.com](mailto:acampos@burlesontx.com)  
(817) 426-9662 or (817) 426-9661



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- › Advisory Committee on People with Disabilities (new)
- › Animal Shelter Advisory Committee
- › Building Codes and Standards Board
- › Cemetery Board
- › Charter Review Committee
- › Library Board
- › Old Town Design Standards Review Committee
- › Park Board
- › Planning and Zoning Commission
- › Zoning Board of Adjustment

## Appointment Eligibility

- › Each board or commission member shall have resided within the corporate limits of the city for a period of one year preceding the effective date of his appointment; and shall not, at the time of appointment or during the term, be in arrears in the payment of any taxes or other liability due the city.
- › Additional board or commission member qualification may be specified in the enabling ordinance creating such board or commission ( but may not be in conflict with this section) or additional qualifications may be set by the city council at the time of appointment and all appointees will be presumed to be qualified once appointed.
- › Any board or commission member ceasing to possess any of the qualifications specified herein or any of the additional qualifications as set by an enabling ordinance or the city council, shall immediately forfeit his office.





## Physical & Mailing Address

100 Main Street  
Colleyville, Texas 76034

(817) 503-1000  
M–Fh, 8 am–5 pm



## Point of Contact

Office of the City Secretary  
(817) 503-1130

[cloven@colleyville.com](mailto:cloven@colleyville.com)  
[kseiger@colleyville.com](mailto:kseiger@colleyville.com)



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- › Architectural Review Commission (ARC)
- › Capital Improvement Advisory Committee
- › Colleyville Economic Development Corporation Board (CEDC)
- › Colleyville Library Board
- › Historical Preservation Committee
- › Metroport Teen Court Advisory Board
- › Parks and Recreation Advisory Board
- › Planning and Zoning Commission (P&Z)
- › Sign Board of Appeals (SBA)
- › Tax Increment Finance District Board (TIF)
- › Zoning Board of Adjustment

## Appointment Eligibility

- › To be considered for appointment, citizens submit an application for appointment.
- › To be eligible for consideration, candidates must reside in the city of Colleyville.





## Physical & Mailing Address

210 E Main Street  
Crowley, TX 76036

Phone: (817) 297-2201  
M-F, 8am-5pm



## Point of Contact

(817) 297-2201



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- > Animal Control Advisory Committee
- > Crowley Crime Control & Prevention District
- > Economic Development Corporation (4B) Board
- > Library Board
- > Parks & Recreation Board
- > Planning & Zoning Commission
- > Tax Increment Financing (TIF) Board
- > Veteran's Memorial Committee
- > Zoning Board of Adjustments

## Appointment Eligibility

- > Be a registered voter of the city
- > Shall have resided in the city for one year
- > Continue residency in the city during the term of office



# CITY OF DALWORTHINGTON GARDENS

Apply Here



## Physical & Mailing Address

2600 Roosevelt Drive  
Dalworthington Gardens, TX 76016

M–Th, 8am–5pm



## Point of Contact

Phone: (817) 275-1234  
Fax: 817-265-4401



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- › Park Board
- › Planning and Zoning Commission
- › Zoning Board of Adjustments
- › Historical Committee
- › Crime Control and Prevention District
- › Park and Recreation
- › Facilities Development

## Appointment Eligibility

- › Please contact your City Secretary to receive more information regarding your eligibility status.



## Physical & Mailing Address

1605 Edgecliff Rd.  
Edgecliff Village, TX 76134

M–F, 8am–5pm



## Point of Contact

Tel: (817) 293-4313  
Fax: 817-293-8726  
Email: [citysecretary@evgov.org](mailto:citysecretary@evgov.org)



## Appointment Timeline

Applications accepted year-round

## Boards and Commissions Available to Serve On

- › ECOP
- › Fellowship
- › Garden Club
- › Parks and Recreation

## Appointment Eligibility

- › Please contact your City Secretary to receive more information regarding your eligibility status.





## Physical & Mailing Address

Office of the City Secretary  
City of Euless  
201 North Ector Drive Euless  
Texas 76039-3595

(817) 685-1434  
M–Th, 8am–5pm



## Point of Contact

City Secretary, Kim Sutter  
Deputy Secretary, Lindsay Wells



## Appointment Timeline

Applications accepted year-round  
for open positions.

## Boards & Commissions Available to Serve On

- › Animal Shelter Advisory Board
- › Capital Improvements Advisory Committee
- › Civil Service Commission
- › Crime Control & Prevention District Board
- › Euless Development Corporation
- › HEB Teen Court Advisory Board
- › Historical Preservation Committee
- › Housing and Structure Board
- › Library Board
- › Parks & Leisure Services Board
- › Planning & Zoning Commission
- › Tax Increment Reinvestment Zone #3

## Appointment Eligibility

- › Must be a resident of the City of Euless
- › Must show interest and enthusiasm about the mission and efforts of the board
- › Must commit to the required volunteer time as a member or alternate
- › Must conduct themselves in a manner to avoid both actual and potential conflicts between their private self-interest and the public trust.





## Physical Address

212 North Race St  
Everman, Texas 76140



## Point of Contact

City Secretary Mindi Parks  
(817) 293-0525 Ext. 314



## Appointment Timeline

Unknown

## Boards & Commissions Available to Serve On

- > Library
- > Planning and Zoning
- > Board of Adjustment/Appeals
- > Community Development Corporation

## Appointment Eligibility

- > Unknown as there are only paper applications, nothing posted to site and City Secretary unavailable to speak when called



# CITY OF FOREST HILL

Please contact your City Secretary for more information regarding the application process.



## Physical & Mailing Address

3219 California Parkway  
Forest Hill, TX 76119

Ph: (817) 568-3000  
M–F, 8am–5pm



## Point of Contact

Office of City Secretary  
(817) 568-3040  
[aanderson@foresthilltx.org](mailto:aanderson@foresthilltx.org)



## Appointment Timeline

The need for volunteers is constant,  
as openings change frequently

## Application

- › For an application, contact the City Secretary's office at 817-568-3040

## Boards & Commissions Available to Serve On

- › Arts Commission
- › Audit Committee
- › Celebration Committee
- › Civil Service Commission
- › Community Development Corporation
- › Historical Preservation Commission
- › Mayor's Youth Advisory Council
- › Parks, Recreation and Clean City Commission
- › Planning & Zoning Commission
- › Zoning Board of Adjustment

## Appointment Eligibility

- › All applicants must complete an application, and in some cases complete a background check





## Physical & Mailing Address

200 Texas St.  
Fort Worth, Texas 76102

Ph: (817) 392-6150



## Point of Contact

City Secretary Mary J. Kayser  
Ph: (817) 392-6150

[csadmin@fortworthtexas.gov](mailto:csadmin@fortworthtexas.gov)



## Appointment Timeline

Unknown

## Boards & Commissions Available to Serve On

- › Ad Hoc Municipal Court Advisory Committee
- › Animal Shelter Advisory Committee
- › Animal Shelter Task Force
- › Art Commission
- › Audit Committee
- › Aviation Advisory Board
- › Board of Adjustment - Commercial
- › Board of Adjustment - Residential
- › Board of Trustees of the Employees' Retirement Fund
- › Building Standards Commission
- › Capital Improvements Advisory Committee for Transportation Impact Fees
- › Capital Improvements Plan Advisory Committee
- › City Charter Review Task Force
- › City Plan Commission
- › Civil Service Commission
- › Community Action Partners Council
- › Community Development Council
- › Construction & Fire Prevention Board of Appeals
- › Crime Control & Prevention District
- › Dallas-Fort Worth International Airport Board
- › Development Advisory Committee
- › Downtown Design Review Board
- › Ethics Review Commission
- › Fort Worth Alliance Airport Board of Adjustment
- › Fort Worth Alliance Airport Zoning Commission
- › Fort Worth Housing Solutions
- › Fort Worth Human Relations Commission

- › Mayor's Committee on Persons with Disabilities
- › Diversity & Inclusion Committee
- › Fort Worth Pedestrian and Bicycle Advisory Commission
- › Historic & Cultural Landmarks Commission
- › Housing & Neighborhood Services Committee
- › Infrastructure & Transportation Committee
- › Lake Worth Regional Coordination Committee
- › Legislative & Intergovernmental Affairs Committee
- › Library Advisory Board
- › Metropolitan Area EMS Authority
- › Minority & Women Business Enterprise Advisory Committee
- › Park & Recreation Advisory Board
- › Tarrant County 9-1-1 Emergency Assistance District Board
- › Trinity Metro Executive Committee
- › Urban Design Commission
- › Zoning Commission

## Appointment Eligibility

- › Resident of Ft Worth
- › Registered voter in City of Fort Worth
- › Members of Board and Commissions and their Family Members are prohibited from having a director indirect financial interest in a contract with the City
- › Various experience requirements for specific vacancies
- › Questions of eligibility answered by City Attorney





## Physical & Mailing Address

Grand Prairie Municipal Complex  
City Secretary  
300 West Main St.  
Grand Prairie, TX 75050  
M–F, 8am–5pm



## Point of Contact

City Secretary, Cathy DiMaggio  
(972) 237-8035  
Fax 972-237-8088  
[cdimaggi@gptx.org](mailto:cdimaggi@gptx.org)



## Appointment Timeline

Applications must be submitted by mid-June every year.

## Boards & Commissions Available to Serve On

- › Animal Shelter Advisory Committee
- › Building Advisory and Appeals Board
- › Civil Service Commission
- › Commission on Aging
- › Housing and Community Improvement Commission
- › Housing Finance Corporation
- › Keep Grand Prairie Beautiful Commission
- › Library Board
- › Park Board
- › Planning and Zoning Commission
- › Public Health Advisory Committee
- › Zoning Board of Adjustments and Appeals

## Appointment Eligibility

- › Each board may have specific requirements for members listed [HERE](#). With very few exceptions, members must be residents of the City of Grand Prairie. Selection Process Members of boards and commissions are appointed for three-year terms by a majority vote of the mayor and city council. Appointees are selected in July of each year and as vacancies occur. If the board has nine members, the mayor and each council member appoint one member. Terms are limited to two consecutive three-year terms. Any member who is absent from three consecutive regularly scheduled meetings is subject to removal. Citizens may only serve on one board or commission at the same time.





## Physical & Mailing Address

200 S. Main St  
Grapevine, Texas 76051

Ph: (817) 410-3182  
M–Th, 8am–5pm



## Point of Contact

Assistant City Secretary:  
Holly Fimbres  
[hfimbres@grapevinetexas.gov](mailto:hfimbres@grapevinetexas.gov)  
Ph: (817) 410-3182



## Appointment Timeline

Applications for vacant positions were accepted during the spring. Council will make final appointments during the summer.

## Boards & Commissions Available to Serve On

- › Animal Shelter Advisory Committee
- › Board of Zoning Adjustments
- › Convention and Visitors Bureau Advisory Board
- › Golf Course Advisory Board
- › Grapevine 4B Economic Development Corporation Board
- › Grapevine Heritage Foundation
- › Historic Preservation Commission
- › Housing Authority Board of Commissioners
- › Library Board
- › Metroport Teen Court Advisory Board
- › Parks and Recreation Board
- › Planning and Zoning Commission
- › Senior Citizens Advisory Board

## Appointment Eligibility

- › Please contact your City Secretary to receive more information regarding your eligibility status.





## Physical & Mailing Address

5024 Broadway Ave.  
Haltom City, Tx 76117

Ph: (817) 222-7700  
M–Th, 8am–5pm



## Point of Contact

City Secretary Office  
(817) 222-7749



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- › Animal Advisory Committee
- › Beautification & Revitalization Board
- › Civil Service Commission
- › Crime Control & Prevention District
- › Economic Development Corporation
- › Ethics Commission
- › Fire Services Board
- › Housing Authority
- › Library Board
- › Planning and Zoning Commission
- › Zoning Board of Adjustments

## Appointment Eligibility

- › A criminal background check is required for service. This check into official public records will determine the existence or non-existence of any record of criminal convictions. Prior criminal convictions do not automatically preclude appointment.
- › All board, committee and commission members are residents appointed by council members and/or the mayor.





## Physical & Mailing Address

101 Main Street  
Haslet, TX 76052

Ph: (817) 439-5931  
M-F, 8am-5pm



## Point of Contact

City Secretary Dianna Buchanan  
[dbuchanan@haslet.org](mailto:dbuchanan@haslet.org)  
Ph: (817) 439-5931 ext 102



## Appointment Timeline

The City Council appoints board and commission members annually during September. Terms are for two years.

## Boards & Commissions Available to Serve On

- > Zoning Board of Adjustments
- > Haslet Economic Development Corporation Type A (HEDC)
- > Haslet Community and Economic Development Corporation Type B (HCDC)
- > Library Board
- > Parks and Recreation Board
- > Planning and Zoning Commission
- > Capital Improvements Advisory Committee

## Appointment Eligibility

- > Please contact your City Secretary to receive more information regarding your eligibility status.





## Physical & Mailing Address

1505 Precinct Line Rd  
Hurst, Texas 76054

Ph: (817) 788-7000  
M-F, 8am-5pm



## Point of Contact

City Secretary's Office  
(817) 788-7000  
[csingleton@hursttx.gov](mailto:csingleton@hursttx.gov)



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- > Animal Services Advisory Committee
- > Civil Service Commission
- > Code Appeals and Advisory Board
- > Community Service Development Corporation
- > Crime Control District Board of Directors
- > Economic Development Advisory Committee
- > H-E-B Teen Court Advisory Board
- > Hurst Community Arts and Historic Landmark Preservation Committee
- > Hurst Public Facility Corporation
- > Hurst Senior Citizens Advisory Board
- > Library Board
- > Neighborhood and Community Advisory Committee
- > Parks and Recreation Board
- > Planning and Zoning Commission
- > Transportation Infrastructure and Safety Committee
- > Zoning Board of Adjustment

## Appointment Eligibility

- > Please contact your City Secretary to receive more information regarding your eligibility status.





## Physical Address

1100 Bear Creek Parkway  
Keller TX 76248

Ph: (817) 743-4000  
M-F, 8am-5pm

## Mailing Address

PO Box 770,  
Keller TX 76244



## Point of Contact

Kelly Ballard, TRMC, CMC  
City Secretary  
817-743-4005  
[kballard@cityofkeller.com](mailto:kballard@cityofkeller.com)



## Appointment Timeline

Applications for all boards and commissions are expected to re-open in summer 2021

## Application

- › As a result of the postponed May 2020 election and social distancing concerns, the Keller City Council has elected to re-appoint current board members with terms ending this year.

## Boards & Commissions Available to Serve On

- › City Council
- › Crime Control & Prevention District Board
- › Economic Development Board
- › Keller Development Corporation
- › Library Board
- › Metroport Teen Court Advisory Board
- › Parks & Recreation Board
- › Planning & Zoning Commission
- › Public Arts Board
- › Zoning Board of Adjustment

## Appointment Eligibility

- › Please contact your City Secretary to receive more information regarding your eligibility status.







## Physical Address

405 Municipal Drive  
Kennedale, TX 76060

Phone: (817) 985-2105  
M-F, 8am-5pm

## Mailing Address

Mailing Application: ATTN: City  
Secretary  
405 Municipal Drive  
Kennedale, TX 76060



## Point of Contact

City Secretary, Leslie Galloway  
[citysecretary@cityofkennedale.com](mailto:citysecretary@cityofkennedale.com)  
(817) 985-2104



## Appointment Timeline

Applications are reviewed during the late summer and appointments are typically made in September. Appointments are sometimes made out of cycle if there are vacancies available.

## Boards & Commissions Available to Serve On

- › Keep Kennedale Beautiful Commission
- › Parks and Recreation Board
- › Planning and Zoning Commission
- › Utility and Infrastructure Board
- › Youth Advisory Council
- › Library Advisory Board
- › Board of Adjustment
- › Building Board of Appeals
- › Kennedale Economic Development Corporation
- › TownCenter Development District
- › Tax Increment Reinvestment District Board of Directors
- › Waters & Wastewater Rate Committee
- › Long-Range Comprehensive Land Use Plan Committee
- › Strategic Plan Committee- Imagine Kennedale 2015
- › Charter Review Committee

## Appointment Eligibility

- › At least one year of residency in the City of Kennedale (and continued residency for the entirety of your service)
- › Currently registered to vote in the City of Kennedale
- › Applicants will be expected to have a basic understanding of [Comprehensive Land Use Plan](#) and [Strategic Plan](#)





## Physical Address

305 Adam Grubb  
Lake Worth, TX 76135

Ph: (817) 237-121  
M-F, 8am-5pm

## Mailing Address

City of Lake Worth  
Attn: City Secretary  
3805 Adam Grubb  
Lake Worth, Texas 76135



## Point of Contact

City Secretary Monica Solko,  
[citysecretary@lakeworthtx.org](mailto:citysecretary@lakeworthtx.org)  
(817) 237-1211 ext. 105



## Appointment Timeline

Applications are considered as  
vacancies occur during the year.

## Boards and Commissions Available to Serve On

- › Animal Shelter Advisory Committee
- › Board of Adjustment
- › Charter Review Commission
- › Planning and Zoning Committee

## Appointment Eligibility

- › Board of Adjustment Requirements:
  - Be citizens who have demonstrated their civic interest, general knowledge of the community, independent judgement, understanding of planning and zoning and the availability to prepare for and attend meetings
  - Resided in Lake Worth for at least 2 years prior to appointment



## Physical Address

9830 Confederate Park Road  
Lakeside, TX 76108

Ph: (817) 237-1234  
M–F, 7:30am–4:30pm

## Mailing Address

Town of Lakeside Town  
Administrator  
9830 Confederate Park Road  
Lakeside, Texas 76108

## Boards & Commissions Available to Serve On

- › Planning and Zoning Commission
- › Board of Adjustments
- › Economic Development Corporation

## Appointment Eligibility

- › Please contact your City Secretary to receive more information regarding your eligibility status.



## Point of Contact

City Secretary Norman Craven,  
ncraven@lakesidetexas.us  
(817) 237-1234 ext. 303



## Appointment Timeline

N/A





## Physical Address

1200 E. Broad St  
Mansfield, TX 76063

Ph: (817) 276-4200  
M-Th, 8am-5pm

## Mailing Address

ATTN: City Secretary  
1200 E. Broad St.  
Mansfield, Texas 76063



## Point of Contact

City Secretary Susana Marin  
susana.marin@mansfieldtexas.gov  
(817) 276-4203



## Appointment Timeline

Appointments are made as  
vacancies are available.

## Boards & Commissions Available to Serve On

- > Construction Codes Board of Adjustments and Appeals
- > Historic Landmark Commission
- > Historic Preservation Advisory Board
- > Keep Mansfield Beautiful Commission
- > Mansfield Commission for the Arts
- > Mansfield Economic Development Corporation
- > Mansfield Park Facilities Development Corporation
- > Mansfield Public Library Advisory Board
- > Planning and Zoning Commission
- > Zoning Board of Adjustment

## Appointment Eligibility

- > Must reside in the City of Mansfield
- > Must be willing to attend regularly scheduled meetings





## Physical & Mailing Address

209 Hudson St.  
Newark, TX 76071

Ph: (817) 489-2201  
M-F, 10am-5pm



## Point of Contact

City Secretary Jeanine Inman,  
[waterbilling@newarktexas.com](mailto:waterbilling@newarktexas.com)  
(817) 489-2201



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- › Please contact your City Secretary to receive more information regarding your eligibility status.

## Appointment Eligibility

- › Please contact your City Secretary to receive more information regarding your eligibility status.



# CITY OF NORTH RICHLAND HILLS

Apply Here



## Physical Address

4301 City Point Drive  
North Richland Hills, TX 76180

Ph: (817) 427-6000  
M-F, 8am-5pm

## Mailing Address

P.O. Box 820609  
North Richland Hills,  
TX 76182-0609



## Point of Contact

City Secretary Alicia Richardson,  
[arichardson@nrhtx.com](mailto:arichardson@nrhtx.com)  
(817) 427-6060



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- › Animal Shelter Advisory Committee
- › Capital Improvement Advisory Committee
- › Civil Service Commission
- › Construction Code Appeals Board
- › Economic Development Advisory Committee
- › Gas Board of Appeals
- › Health Facilities Development Corporation
- › Industrial Development Committee
- › Keep NRH Beautiful Commission
- › Library Board
- › Parks & Recreation Board
- › Planning & Zoning Commission
- › Substandard Building Board
- › Teen Court Advisory Committee
- › Youth Advisory Committee
- › Zoning Board of Adjustment

## Appointment Eligibility

- › Be a resident of the city
- › Be a qualified voter at the time of the appointment
- › Have no criminal record that is considered by the City Council to be so serious that it serves as a disqualification (i.e. felony conviction)
- › Not be an adversary party to pending litigation or claim against the city (except for eminent domain proceedings)
- › Not to be an employee or a business associate of either and adversary party or a representative of an adversary party;
- › Not in arrears on city taxes, water service charges or other obligations owed to the city
- › Have a creditable record of attendance and performance in any previous board service.



## Physical & Mailing Address

Town of Pantego  
1614 S. Bowen Road  
Pantego, TX 76013

Ph: (817) 617-3700  
M-F, 8am-5pm



## Point of Contact

Town Secretary Kathryn Roberson,  
[kroberson@townofpantego.com](mailto:kroberson@townofpantego.com)  
(817) 617-3706



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- > Pantego Economic Development Corporation (PEDC)
- > Planning & Zoning Commission (P/Z)
- > Community Relations Board (CRB)
- > Zoning Board of Adjustments (ZBA)

## Appointment Eligibility

- > Must be a resident of the Town of Pantego and hold no publicly elected office.
- > Applicants for the Pantego Economic Development Corporation and the Community Relations Board are not required to be residents of the Town.





## Physical & Mailing Address

1300 Pelican Circle,  
Pelican Bay, Texas 76020

Ph: (817) 444-1234  
M-F, 8am-5pm



## Point of Contact

City Secretary Teri Anthony,  
[Contact Here](#)  
(817) 617-3706



## Appointment Timeline

N/A

## Boards & Commissions Available to Serve On

- > Please contact your City Secretary to receive more information regarding your eligibility status.

## Appointment Eligibility

- > Please contact your City Secretary to receive more information regarding your eligibility status.





## Physical & Mailing Address

195 W. Reno Road,  
Azle, TX 76020-6001

Ph: (817) 221-2500  
M-F, 8am-5pm



## Point of Contact

Town Secretary Ramah Burns,  
[ramah.burns@renotx.gov](mailto:ramah.burns@renotx.gov)  
(817) 221-2500 Ext. 103



## Appointment Timeline

Applications accepted year-round

## Application

Contact City Hall for more information

## Boards & Commissions Available to Serve On

- > Planning And Zoning Commission
- > Reno Animal Welfare Committee

## Appointment Eligibility

- > Must be a resident of the City of Reno and hold no publicly elected office.





## Physical Address

Richland Hill City Hall  
3200 Diana Drive  
Richland Hills, Texas 76118

Ph: (817) 616-3800  
M-F, 8am-5pm

## Mailing Address

City of Richland Hills  
Attn: City Secretary  
3200 Diana Dr.  
Richland Hills, TX. 76118



## Point of Contact

City Secretary Cathy Bourg,  
[cbourg@richlandhills.com](mailto:cbourg@richlandhills.com)  
(817) 616-3810



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- > Animal Shelter Advisory Board
- > Building Board of Appeals
- > Community Development Committee
- > Community Enrichment Committee
- > Comprehensive Plan Steering Committee
- > Crime Control and Prevention District
- > Finance Committee
- > Keep Richland Hills Beautiful
- > Planning and Zoning Commission
- > Public Safety Committee
- > Red Light Camera Citizen Advisory Committee
- > Richland Hills Development Corporation
- > Richland Hills Tax Increment Reinvestment Zone #1
- > Transportation and Infrastructure Committee
- > Zoning Board of Adjustment

## Appointment Eligibility

- > Must be a resident of the City of Richland Hills and hold no publicly elected office.





## Physical Address

4900 River Oaks Blvd.  
River Oaks, TX 76114

Ph: (817) 626-5421  
M-F, 8am-5pm

## Boards & Commissions Available to Serve On

- › Contact City Secretary to learn

## Appointment Eligibility

- › Please contact your City Secretary to receive more information regarding your eligibility status.



## Point of Contact

City Secretary, Paula Luck  
[pbagwell@riveroakstx.com](mailto:pbagwell@riveroakstx.com)  
(817) 626-5421 x326



## Appointment Timeline

Applications accepted year-round





## Physical Address

333 West McLeroy Boulevard  
Saginaw, TX 76179

Ph: (817) 232-4640  
M-Th, 7:30am–5:40pm  
Friday, 7:30am–11:30am



## Point of Contact

Janice England, City Secretary  
(817) 232-4640 ext. 2327



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- › Animal Shelter Advisory Committee
- › Keep Saginaw Beautiful Committee
- › Capital Improvements Projects (CIP) Advisory Committee
- › Library Board
- › Parks Advisory Board
- › Planning and Zoning Committee
- › Zoning Board of Adjustment

## Appointment Eligibility

- › All applicants must have resided in the City of Saginaw for 12 consecutive months prior to appointment.
- › Most positions are filled at the first City Council meeting in June.
- › All positions of the City of Saginaw boards, commissions, and committees are voluntary.
- › Most positions have 2-year terms.





## Physical Address

5705 Azle Avenue  
Sansom Park, TX 76114

Ph: (817) 626-3791



## Point of Contact

City Secretary, Wendy Blocker  
(817) 626-3791, ext. 118  
[wblocker@sansompark.org](mailto:wblocker@sansompark.org)



## Appointment Timeline

N/A

## Boards & Commissions Available to Serve On

- > Please contact your City Secretary to receive more information regarding your eligibility status.

## Appointment Eligibility

- > Please contact your City Secretary to receive more information regarding your eligibility status.





## Physical Address

1400 Main Street, Suite 270  
Southlake, TX 76092

Ph: (817) 748-8183  
M-F, 8am-5pm



## Point of Contact

City Secretary  
[sserrano@cityofsouthlake.com](mailto:sserrano@cityofsouthlake.com)



## Appointment Timeline

City Council appointments are generally made in June and October, and as needed throughout the year to fulfill vacancies.

## Boards & Commissions Available to Serve On

- > **Building Board of Appeals** (appointed in June)
- > **Community Engagement Committee**
- > **Community Enhancement and Development Corporation**
- > **Crime Control & Prevention District** (appointed in September)
- > **Library Board** (appointed in October)
- > **Metroport Teen Court** (appointed in October)
- > **Parks & Recreation Board** (appointed in June)
- > **Planning & Zoning Commission** (appointed in June)
- > **Senior Advisory Commission** (appointed in October)
- > **Southlake Arts Council** (appointed in October)
- > **Southlake Kids Interested in Leadership** (not appointed by Council)
- > **Southlake Parks Development Corporation** (appointed in June)
- > **Southlake Youth Action Commission** (not appointed by Council)
- > **Students and Parents Against Risks to Our Kids** (not appointed by Council)
- > **Tax Increment Reinvestment Zone Board** (no appointments are made to this board)
- > **Zoning Board of Adjustment** (appointed in June)

## Appointment Eligibility

- > All Southlake residents who are registered voters in the City, except youth representatives, who hold no publicly elected office are eligible for appointment or reappointment to a board.
- > Any potential applicant who is in arrears on any amounts in the payment of taxes or other liability due the City, may be disqualified from consideration.
- > A resident is eligible to vote if he or she is a United States citizen who is a resident of the State of Texas and who has resided in the City of Southlake for at least six (6) months, is at least eighteen (18) years of age (unless specifically noted otherwise in the board's enabling ordinance), is mentally competent and has not been convicted of a felony.





## Physical & Mailing Address

1 Trophy Wood Drive  
Trophy Club, TX 76262

Ph: (682) 237-2903  
M-F, 8am–5pm



## Point of Contact

Leticia Vacek, Town Secretary  
[townsecretary@trophyclub.org](mailto:townsecretary@trophyclub.org)  
[lvacek@trophyclub.org](mailto:lvacek@trophyclub.org)



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- › Tax Increment Reinvestment Zone No. 1
- › Zoning Board of Adjustment
- › Planning and Zoning Commission
- › Parks and Recreation Board
- › Ethics Review Commission
- › Economic Development Corporation 4B
- › Crime Control and Prevention District Board
- › Charter Review Commission
- › Building Standards Commission
- › Animal Shelter Advisory Board

## Appointment Eligibility

- › Applicants for Boards, Commissions, or Corporations must be United States Citizens and registered voters prior to their appointment and must also be Trophy Club residents for at least 6 months prior to their appointment.
- › Based upon good cause shown, Council may waive the voter registration and/or length of residency requirement for a person appointed to a Board, Commission, or Corporation, except where restricted by State law.
- › Neither Town elected officials, nor persons appointed to fill vacancies on any elected Town governmental body may serve on a Town Board, Commission, or Corporation, per Town Charter.





## Physical & Mailing Address

7105 Whitley Road  
Watauga, TX 76148

Ph: (817) 514-5800  
M-F, 8am-5pm



## Point of Contact

City Secretary  
(972) 617-7262



## Appointment Timeline

Applications accepted year-round  
Applications are reviewed,  
interviews are conducted,  
recommendations are made, and  
then approvals of appointments  
are made.

## Boards & Commissions Available to Serve On

- › Animal Services Center Advisory Committee
- › Board of Appeals
- › Charter Review Commission
- › Civil Service Commission
- › Crime Control and Prevention District
- › Library Board
- › Parks Advisory Board
- › Planning and Zoning Commission
- › Watauga Economic Development Corporation
- › Youth Advisory Council
- › Zoning Board of Adjustment

## Appointment Eligibility

- › Must be a resident of the municipality
- › Civil Service Commission Requirements
  - Be of good moral character
  - Be a United States citizen
  - Be a resident of the municipality who has resided in the municipality for more than three years
  - Be over 35 years of age
  - Not have held a public office within the preceding three years
- › Library Board Requirements
  - Be a qualified, registered voter for the city on the date of appointment to the board
  - Remain a resident and a qualified voter so long as they continue to serve on the board
- › Planning and Zoning Commission
  - Be a resident of the city
  - Own real property in the city
  - Be a qualified registered voter for the city on the date of appointment to the commission
  - Shall continue to own real property and remain a resident and a qualified registered voter so long as they continue to serve on the commission





# CITY OF WESTOVER HILLS

Please contact your City Secretary for more information regarding the application process.



## Physical & Mailing Address

5824 Merrymount Road  
Fort Worth, Texas 76107

Phone: (817) 737-3127

M–Th, 8am–5pm

\*Town Hall currently closed due to  
COVID

## Boards & Commissions Available to Serve On

- › Please contact your City Secretary to receive more information regarding your eligibility status.

## Appointment Eligibility

- › Please contact your City Secretary to receive more information regarding your eligibility status.



## Point of Contact

City Secretary Penny Spikes,  
[pspikes@westoverhillspd.org](mailto:pspikes@westoverhillspd.org)  
(817) 737-3127



## Appointment Timeline

N/A





## Physical & Mailing Address

1500 Solana Boulevard  
Building 7, Suite 7200  
Westlake, TX 76262

Ph: (817) 430-0941  
M–Th, 8am–5pm



## Point of Contact

Town Secretary Todd Wood,  
[twood@westlake-tx.org](mailto:twood@westlake-tx.org) or  
[townhall@westlake-tx.org](mailto:townhall@westlake-tx.org)  
(817) 490-5711



## Appointment Timeline

Applications accepted year-round

## Boards & Commissions Available to Serve On

- › Economic Development Corporation Type B
- › Historical Preservation Society
- › Planning and Zoning Commission
- › Texas Student Housing Authority
- › Zoning Board of Adjustments
- › Public Art Competition Advisory Committee

## Appointment Eligibility

- › Please contact your City Secretary to receive more information regarding your eligibility status.



# CITY OF WESTWORTH VILLAGE

Apply Here



## Physical & Mailing Address

311 Burton Hill Road  
Westworth Village, Texas 76114

Ph: (817) 710-2500  
M-F, 8am-5pm



## Point of Contact

City Secretary Brandy Barrett,  
[bbarrett@cityofwestworth.com](mailto:bbarrett@cityofwestworth.com)  
(817) 710-2526



## Appointment Timeline

Applications Accepted Year-Round  
and are considered as positions  
become available.

## Boards & Commissions Available to Serve On

- › Planning and Zoning Commission
- › Westworth Redevelopment Board
- › Crime Control & Prevention District Boards
- › Finance Committee
- › Long Range Planning Board
- › Ordinance Advisory Board
- › Public Safety Committee
- › Golf and Park Advisory Board

## Appointment Eligibility

- › Must be a resident of Westworth Village
- › Must have internet access and a basic understanding of computers (email, Adobe, etc.)
- › Registered voters are preferred
- › Prior experience on a Commission or Board preferred
- › Must answer a set of four questions to submit
  - Why do you want to serve on this Committee, Commission, or Board?
  - Explain what experience you bring to the group and how is it needed?
  - What is your vision for the City in the next 5 to 10 years?
  - Explain any current or potential conflicts of interest.

# CITY OF WHITE SETTLEMENT

Apply Here



## Physical & Mailing Address

214 Meadow Park Drive  
White Settlement, TX 76106

M-F, 8am–5pm



## Point of Contact

City Secretary Amy Arnold,  
[aarnold@wstx.us](mailto:aarnold@wstx.us)  
(817) 246-4971 ext. 203



## Appointment Timeline

N/A

## Boards & Commissions Available to Serve On

- › Animal Control Advisory Board
- › Board of Adjustments
- › Civil Service Commission
- › Crime Control & Prevention
- › Economic Development Corporation
- › Library Board
- › Parade Committee
- › Parks & Recreation Board
- › Planning & Zoning Board
- › Pride Commission
- › Youth Advisory Council ([APPLY HERE](#))

## Appointment Eligibility

- › Youth Advisory Council
  - Must attend a State recognized school (public, private, charter) or home-school within the corporate boundaries of White Settlement
  - Reside within the boundaries of White Settlement ISD
  - Residents of the City of White Settlement