



Date Received by HSB: _____

Application to Serve on a City of Horseshoe Bay Board, Commission or Committee

If you are interested in serving on a board, commission, or committee with the City of Horseshoe Bay, please complete this application and email it to the City Secretary, Susie Quinn, at squinn@horseshoe-bay-tx.gov.

Qualifications for Appointment: The City has established certain qualifications that must be met by all members of any board, commission or committee. In addition to any special qualifications for a specific board, commission or committee, applicants must meet the following requirements:

- ☐ Have resided in the City for at least 12 months prior to appointment;
- ☐ Be a registered voter in the City;
- ☐ Meet any requirements as set out in State Statute or the applicable City ordinance(s);
- ☐ Not be in arrears in the payment of any taxes or other liability due to the City of Horseshoe Bay;
- ☐ Not hold any other public office, including other City Council appointments, except that of a Notary Public or as a member of the armed services or National Guard.

Please select the Commission, Committee or Board on which you are interested in serving (descriptions of these groups are listed on the next page):

- | | |
|---|--|
| ☐ City Legislative Advisory Committee | ☐ Building Regulations Advisory Committee |
| ☐ Impact Fee Advisory Committee | ☐ Transportation Advisory Committee |
| ☐ Historic Preservation Advisory Committee | ☐ Planning & Zoning Commission |
| ☐ Board of Adjustments | |



Name: _____
(Prefix) First Name Last Name Suffix

Mailing Address: _____

Physical Address (if different than mailing): _____

Email (*required*): _____ Phone: _____

How long have you been a full-time resident of Horseshoe Bay? _____

Have you ever served on a city board, commission or committee for Horseshoe Bay or any city?

☐ Yes ☐ No If yes, which group(s) and when?

Have you participated in the City of HSB Citizens Academy? If yes, when? _____

What is your educational background (degrees, certifications, etc.)?

Current or most recent employment field (please attach a resume if available):

Please tell us how your previous employment, education, and experience make you a qualified candidate for the group to which you are applying:

Please provide any additional information you would like us to know in relation to this application:

Currently active City of Horseshoe Bay Boards, Commissions and Committees:

City Legislative Advisory Committee – The purpose of this committee will be to serve as a Council-appointed advisory body charged with monitoring Texas legislative activity — including past, current, and upcoming bills and relevant state agency rulemakings — and assessing their potential impact on the City, its citizens, and businesses. The Committee will translate complex legislative language into plain-language community communications, advise Council on legislative priorities ranked by importance and impact, and develop citizen action strategies such as talking points, sample letters, and outreach campaigns. When appropriate, the Committee will also coordinate with the City’s legislative consultants, the Texas Municipal League, regional councils of government, and neighboring jurisdictions.

Impact Fee Advisory Committee - Due to recent changes in state law have altered how we may conduct an impact fee study. Many changes were made, one of the most significant being that the Planning & Zoning commission may no longer serve as the impact fee advisory committee members. Law also requires at least half of the members to be employed in a development centered occupation. The purpose of this Committee is to act in an advisory to the City Council on finalizing land use assumptions, the impact fee capital improvements plan, and the amounts of impact fees for water and wastewater facilities. The committee serves in an advisory capacity only and does not have the power to make final decisions or adopt rules regarding public business. This type of committee helps ensure that impact fees charged to new development are appropriate and aligned with the infrastructure needs of the growing community.

Building Regulations Advisory Committee - The purpose of this Committee is to act in an advisory role to the City Council, providing recommendations regarding Building Regulations in Horseshoe Bay’s city limits and extraterritorial jurisdiction (ETJ). The committee promotes community input and involvement, and represents, advocates for, and voices the interests of the Horseshoe Bay community on building regulation matters. The Committee will complete the goals and responsibilities as outlined in the Committee’s Charter and as directed by City Council.

Historic Preservation Advisory Committee - The purpose of the Committee is to serve as an advisory body to the City Council by identifying potential historic preservation goals and strategies for the City. The Committee will develop a "Plan" document that will act as a recommended blueprint for the preservation of the historical artifacts, documents, or other historically relevant items related to the land, past communities, and the past and present political entities in the City of Horseshoe Bay’s boundaries. Information derived from various sources, such as the City’s elected officials, City staff, citizens, and other stakeholders, will help guide the development of a historic preservation Plan that will proactively address the needs, desires, and education of the community.

Transportation Advisory Committee - The purpose of this committee is to identify any potential new transportation goals and strategies. The Committee will develop a document “plan” that will act as a blueprint for future transportation planning of Horseshoe Bay for the next 3-5 years. Information derived from various sources, such as the City’s elected officials and staff, citizens, and other stakeholders, will help guide the development of a transportation plan that will proactively address the needs of the community.

Board of Adjustment - The purpose of the Board is to hear and review appeals of persons affected by any decision of the Development Services Manager or hear variance requests related to requirements of the zoning ordinance. The Board has the authority to reverse or affirm the Development Services Manager’s decision, or to impose reasonable conditions on the applicant. The Board consists of five residents, who are registered voters of the city, serving for 2-year terms.

Planning and Zoning Commission - The commission recommends boundaries of various districts and regulations to be enforced therein and hears and makes recommendations to City Council on any matters relating to zoning, planning or subdivision control. There are five members who are residents and registered voters of the city, serving for 2-year terms.

Please feel free to attach additional information.