

Application for Volunteer Appointment

GEDC, Planning & Zoning Commission, and
Zoning Board of Adjustment



City Council

The City of Groves relies on and benefits from engaged citizens. A constructive way for citizens to impact their community is to volunteer to serve on the Groves Economic Development Corporation, the Planning and Zoning Commission, or the Zoning Board of Adjustment. Descriptions of each entity and the requirements to serve can be found on the reverse side. If interested in serving, please complete this form and return it to the City Clerk.

ALL INFORMATION MUST BE FURNISHED TO BE CONSIDERED

Area of Interest

- ☐ Economic Development Corporation
☐ Planning and Zoning Commission

- ☐ Zoning Board of Adjustment
☐ Other _____

(please specify)

I have previously served on one or more of these committees: ☐ No ☐ If yes, which one(s)?:

- ☐ Economic Development Corporation
☐ Planning and Zoning Commission

- ☐ Zoning Board of Adjustment
☐ Other _____

(please specify)

I have previously attended one or more meetings of the entity for which I have applied: ☐ Yes ☐ No

Applicant Information

Name: _____ Age (Optional): _____

Home Address: _____ Ward No: ☐ 1 ☐ 2 ☐ 3 ☐ 4

Home Phone: _____ Work Phone: _____

Business Address: _____

E-mail Address: _____

Resident of City for _____ years and _____ months Occupation: _____

Are You Registered to Vote? ☐ Yes – Voter Registration No.: _____ ☐ Not Registered

Education: ☐ High School ☐ Technical ☐ Undergraduate ☐ Graduate/Professional ☐ Other: _____

Special Knowledge or Experience Applicable to Volunteer Function (attach additional information if needed):

- ☐ Banking/Finance
☐ Building/Construction
☐ Business Development
☐ Industrial Training
☐ Law/Contract Administration

- ☐ Manufacturing/Industrial Operations
☐ Promotion/Marketing
☐ Real Estate/Development
☐ Other: _____

Certification: I certify that I am qualified to serve on the selected entity and will attend, participate, and be a good steward and fiduciary for the City of Groves.

Date: _____ Applicant Signature: _____

Statement of Interest

Briefly explain your interest in serving on the selected entity and why you would be a good choice.

Descriptions of Volunteer Entities

Groves Economic Development Corporation (GEDC) – As stated in its Bylaws, GEDC is organized exclusively for the purpose of benefitting and accomplishing public purposes of the City of Groves by promoting, assisting, and enhancing the economic development activities for the City. Directors are fiduciaries and act in good faith, taking actions they reasonably believe to be in the best interests of the Corporation. There are seven Directors serving two-year terms and selected for the following qualifications:

1. Must have an interest in the work of the GEDC, special expertise, and civic service;
2. Must be residents of the City;
3. Each City Council Ward shall have at least one Director representing that Ward; and
4. A minimum of three Directors cannot be employees, officers, or members of the City Council.

The GEDC Board meets regularly once a month. Failure to attend three consecutive meetings may lead to resignation or removal.

Planning and Zoning Commission – This commission was established in Article II of the Home Rule Charter. It consists of five regular members and two alternate members with two-year terms who meet monthly in addition to joint public hearings with the City Council, as needed. As required by Sec. 2-17 of the Code of Ordinances, members of the Commission shall:

1. Be citizens of the United States of America;
2. Be qualified voters of the State of Texas and the City of Groves;
3. Cannot be convicted of a felony while in office;
4. Shall have resided within the corporate limits of the city for at least six months prior to appointment; and
5. Must meet the same qualifications as a candidate for mayor and councilmember.

The commission's purpose is to make and recommend a master plan, as a whole or in parts, for the future development and redevelopment of the City. It also has the duty to review all current and proposed ordinances and amendments pertaining to planning and zoning and make recommendations to the City Council for action.

Zoning Board of Adjustment (ZBA) – This committee is authorized by Sec. 11-100 of the Code of Ordinances and consists of five members and four alternates for terms of two years. Members of the ZBA shall:

1. Be citizens of the United States of America;
2. Be qualified voters of the State of Texas and the City of Groves;
3. Cannot be convicted of a felony while in office; and
4. Shall have resided within the corporate limits of the city for at least six months prior to appointment.

The ZBA's purpose is to hear any person aggrieved, or any official or department of the government body of the city affected by any decision or judgment of the building official concerning the interpretation or administration of the zoning ordinance. The ZBA meets very infrequently on an as-needed basis.

PLEASE RETURN THE COMPLETED FORM TO THE CITY CLERK'S OFFICE

Email to: cthibodeaux@cigrovestx.com or drop off/mail to 3947 Lincoln Avenue, TX, 77619.