



*City Council*  
*Seeking Volunteers to*  
*Serve on*  
*Boards & Commissions*

The Kaufman City Council encourages all citizens to consider involving themselves actively in City government by serving on a City Board or Commission. Board and Commission applications are accepted at any time throughout the year; however, applications should be submitted by the Tuesday before a City Council meeting for consideration. Appointments are made by the City Council.

Applicants must:

- ❖ Reside within the city limits of the City of Kaufman
- ❖ Be willing to attend the regularly scheduled meetings of the Board or Commission
- ❖ Complete an official Board and Commissions Candidate Application Form

To obtain an application or to receive further information, contact the City Secretary at:

- ❖ Tel 972-932-2216
- ❖ Fax 972-932-0307
- ❖ Email [kaufmancitysec@kaufmantx.org](mailto:kaufmancitysec@kaufmantx.org).

## **CITY OF KAUFMAN BOARDS AND COMMISSIONS**

**Board of Adjustment** – A judicial board, this body is charged with making decisions regarding variances to city ordinances. Five members and two alternates meet typically at 6:00 p.m., the fourth Tuesday of each month or on an on-call basis at City Hall. The Board of Adjustment shall be composed of members who are resident citizens, taxpayers and qualified voters of the City of Kaufman.

**Kaufman Economic Development Corporation** – The Corporation is a non-profit economic development corporation governed by Section 4A of the Development Corporation Act. The purpose of the Corporation is to promote, assist, and enhance economic development in accordance of the laws. Qualifications considered are the individual's experience, accomplishments and educational background to insure that the interests and concerns of all segments of the community are considered. The Board develops an overall economic development plan for the City, which shall include and set forth intermittent and/or short-term goals. Five members meet bi-monthly second Tuesday of the month at 6:00 p.m., City Hall.

**Keep Kaufman Beautiful Board** – Devises programs meant to improve the quality of life in Kaufman by involving citizens in cleanup, beautification and revitalization efforts. The Board is an advisory body and makes recommendations for policies, programs, or procedures to the City Council for consideration. Seven members meet the third Tuesday of each month, 6:00 p.m., City Hall.

**Park and Recreation Board** – Members serve as advisor body to the City Council assisting with efforts to improve programs and facilities for Kaufman residents. The Board makes recommendations to the City Council for consideration. Seven members meet the third Thursday of each month, at 6:00 p.m., City Hall.

**Planning and Zoning Commission** – This is an advisory body and adjunct to the City Council, and makes recommendations regarding amendments to the Comprehensive Plan, changes of zoning and zoning to be given to newly annexed areas, and makes recommendations regarding the approval of plats of subdivisions as may be submitted to it for review and other planning related matters. Members also review proposed changes to the zoning ordinance. Seven members meet the second Tuesday of each month, at 6:00 p.m., City Hall.



**BOARD OR COMMISSION  
CANDIDATE APPLICATION FOR APPOINTMENT**

Which of the City's Boards/Commissions are you interested in serving on?

<input type="checkbox"/> Kaufman Economic Development Corp.	<input type="checkbox"/> Keep Kaufman Beautiful Board
<input type="checkbox"/> Planning and Zoning Commission	<input type="checkbox"/> Other (Please specify in space below.)
<input type="checkbox"/> Board of Adjustment	_____
<input type="checkbox"/> Parks and Recreation Board	_____

Name: _____	Date Submitted: _____
Home Address: _____	Occupation: _____
Home Phone #: _____	Employer: _____
*E-mail Address: _____	Work Phone #: _____

Kaufman resident for _____ years.	Qualified Voter: Yes <input type="checkbox"/> No <input type="checkbox"/>
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Are you related to any of the City Council members or the City Manager? Yes  No

If so, please give the name of the person you are related to and your relation to that person.

_____	_____
Name	Relationship

Highest Education Level Completed, School Attended and Year Graduated: (High School/College)

\_\_\_\_\_

Boards/Commissions/Committees you have previously served on:	Dates
_____	_____
_____	_____
_____	_____

Professional and/or Community (Civic) Activities:

\_\_\_\_\_

Skills, Hobbies, or Talents:

\_\_\_\_\_

\_\_\_\_\_  
**Signature**