City of Mansfield Boards & Commissions

The Mansfield City Council invites citizens to consider active participation in their city government by serving on a board or commission. It is a unique opportunity to get involved in decisions that help shape Mansfield's future. Applications are accepted year-round. Board appointments are made throughout the year as the terms of current board members expire. All applicants must reside within the City of Mansfield and be willing to attend regularly scheduled meetings.

For more information, contact the City Secretary's Office at 817-276-4204 or email Jeanne Heard, city secretary, at jeanne.heard@mansfieldtexas.gov.

Planning & Zoning Commission
7 members, two-year terms
Meetings: 6:30 p.m.
first & third Mondays
City Hall, 1200 E. Broad St.

P & Z reviews plats and makes recommendations on site plans and zoning change requests to the city council. The commission also recommends changes to the city's zoning and subdivision ordinances, comprehensive land use plan and impact fee requirements. Members of P & Z also serve as the Capital Improvements Advisory Committee.

Mansfield Economic Development Corporation
7 members, two-year staggered terms
Meetings: 6 p.m. first Tuesday
City Hall, 1200 E. Broad St.

The MEDC administers the half-cent sales tax authorized by voters to promote economic development in the city. The board directs and coordinates the broad-based expansion of the business and commercial tax base of the city, as well as promotes job growth and quality development in Mansfield.

Mansfield Park Facilities Development Corporation
7 members, two-year terms
Meetings: 7 p.m.
third Thursday
City Hall, 1200 E. Broad St.

The MPFDC administers the half-cent sales tax authorized by voters to develop and maintain the city's parks and recreation system. The board identifies facilities, projects and programs designed to improve the quality of life in Mansfield and encourage conservation and preservation of open spaces within the city.

Historic Landmark Commission
7 members, one alternate; two-year terms
Meetings: as needed
City Hall, 1200 E. Broad St.

HLC considers applications for Certificates of Appropriateness for exterior alterations of historic landmarks or new construction of property within the historic overlay district. It also assists in the preservation of historic Mansfield through programs and projects, as well as through the designation of local historic landmarks, and increases public awareness of the value of historic, cultural and architectural preservation in the city.

Library Advisory Board
7 members, two-year terms
Meetings: 6 p.m.
second Wednesday
Library Community Room,
104 S. Wisteria St.

The Library Advisory Board advises the city council on issues and matters related to services provided by the Mansfield Public Library. The board also works with the Friends of the Mansfield Public Library, a volunteer organization providing support for library services.

Keep Mansfield Beautiful Commission
8 members, two alternates; two-year terms
Meetings: 5:30 p.m.
third Monday
Bud Ervin Water Treatment Plant
707 Pleasant Ridge Ct.

Established in 1986 to show local support of the Keep America Beautiful system, KMBC works actively in the community to encourage residents and businesses to beautify their property. The commission sponsors several beautification programs including adopt-a-street, spring and fall clean-up efforts, household hazardous waste collection program and SmartScape education classes.

Zoning Board of Adjustment
5 members, two alternates; two-year terms
Meetings: 6 p.m.
first Wednesday
City Hall, 1200 E. Broad St.

The ZBA hears requests for variances and special exceptions to the requirements in the city's zoning ordinance, and decides on appeals when it is alleged there is an error in any order or decision of the zoning administrator.

MANSFIELD
TEXAS

1200 E. Broad St.
Mansfield, TX 76063
817-276-4200
www.mansfieldtexas.gov

City of Mansfield Application for Boards & Commissions

As an applicant for a city board or commission, your name, address and telephone number will be available under the provisions of the Public Information Act. Applications are kept on file in the City Secretary's Office for one year from date of application. Incumbents whose terms expire and who are eligible for reappointment will be considered and should complete a new application.

Today's Date _____ Resident of Mansfield for how long? _____

Full Name _____

Home Address _____

Business Address _____

Phone (day) _____ (evening) _____ (fax) _____

Email _____ Can you receive board business at this address? __YES __ NO

Occupation _____

(If retired, please indicate former occupation)

Please write in detail your reasons for seeking a board appointment: ___ Check here if additional materials are attached
(Include any skills or knowledge you possess that you would like to be considered)

_____

_____

_____

Please list civic organizations or community activities you have been involved in for the past three years:

Organization/Activity	City, State	Dates	Your Role

___ Check here if additional materials are attached.

Please indicate board preference and number them in order of preference:

___ Planning & Zoning Commission
___ Mansfield Economic Development Corporation
___ Mansfield Park Facilities Development Corporation
___ Zoning Board of Adjustment
___ Historic Landmark Commission
___ Library Advisory Board
___ Keep Mansfield Beautiful Commission

Required information for background check:

Full name: _____

Date of birth: _____ Gender _____ Ethnicity _____ Driver's license # _____

By my signature below I attest that the information herein is true and accurate. I further authorize the City of Mansfield to complete a criminal background check of me during the selection process. The results of any such background investigation will be one factor for consideration. Other factors may include experience, education and prior community involvement.

Signature _____ Date _____

FOR OFFICE USE ONLY
Date Appointed _____
Date Notified _____
Date background checked _____

PLEASE RETURN COMPLETED FORM TO:
City Secretary's Office
City of Mansfield, 1200 E. Broad St.

Supplemental Information

Professional Experience: (Please check this box if a resume will be submitted in addition to this section ☐)

If selected, you will be tasked with the responsibility of making important decisions for your community and those who work and reside in Mansfield. Be specific and thorough in completing this section so the City Council can accurately determine those who are best suited to serve.

Name of employer *(if applicable)*:_____ City & State: _____
Position: _____ Dates: from to present
Name of supervisor: _____ Phone: _____
Duties and responsibilities: _____

Significant accomplishments/awards while in this position: _____

For the Board you are applying for, please describe in your opinion what the Board's role is in the City of Mansfield:

Application for Boards & Commissions

Does anyone (by blood to you or marriage) work for the City of Mansfield? If yes, list name, their position, and relationship. _____

Answering "yes" to the following question will not be an automatic bar to appointment. Factors such as date of the offense, seriousness, and nature of the violation, rehabilitation and position applied for will be taken into consideration.

Have you ever plead "guilty" or "no contest" (*nolo contendere*) to, or been convicted of a crime? ☐Yes ☐No
If you answered "yes," please provide the date(s), location, and details: _____
_____
_____
_____

ACKNOWLEDGEMENT

Read the following carefully before signing

I understand that if I am selected, any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this appointment with the City of Mansfield whenever it is discovered.

I give the City of Mansfield the right to contact and obtain information from all references, employers, educational institutions and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability the City of Mansfield and its representatives for seeking, gathering, and using such information and all other persons, corporations, or organizations for furnishing such information.

The City of Mansfield does not unlawfully discriminate and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for appointment on a basis prohibited by local, state, or federal law.

I represent and warrant that I have read and fully understand the foregoing and seek appointment under these conditions.

_____ _____
Signature Date

Submit completed form to the City Secretary at 1200 E. Broad St., Mansfield, Texas 76063