

Get involved! Board members needed!

## What We Do and How You Can Volunteer!



**The Board of Adjustment** is a board that provides a vehicle for citizens to appeal zoning interpretations and decisions of the Building Official, and request variances from the zoning ordinance. The Board may also make final decisions regarding changes, Variances, the re-establishment, or termination of nonconforming uses within the City. This Board is a decision board.

The Board meets the last Thursday of the month or as needed. All meetings are held at City Hall in the Council Chambers.

**The Planning and Zoning Commission** is responsible for recommending to the Council the creation and modification of zoning districts, as well as reviewing and approving all land plats submitted for filing with Bexar County. They also cooperate with Development Services and Economic Development regarding needs in city development. Duties of the Commission include hearing Zoning cases, Specific Use Permits and Plat approvals and citizens are encouraged to attend and voice their views on the cases. The Commission is a decision-making board.

The meetings are typically scheduled for the last Thursday of each month at 6:30 p.m. All meetings are held at City Hall in the Council Chambers.

**The Economic Development Corporation** will facilitate growth and development of existing companies, as well as provide the foundation to effectively recruit new companies to the area by developing and implementing initiative programs. The result of these broad and diverse economic development initiatives will be an increased property and sales tax base for the City of Live Oak, a dynamic economic environment for our business community, and an enhanced quality of life for Live Oak's residents. The EDC Board is a decision-making board.

The meetings are typically scheduled for the last Tuesday of each month at 6:00 p.m. All meetings are held at City Hall in the Council Chambers.

**The Ethics Review Board** was created in 2006 with the passing of the City's Ethics Ordinance. The intent of the ordinance is to establish standards of conduct, which promote confidence in the government of this city whose actions ultimately affect the public faith in city government. The Board has the jurisdiction to investigate and make findings and recommendations on any alleged violation. This Board is a decision-making board.

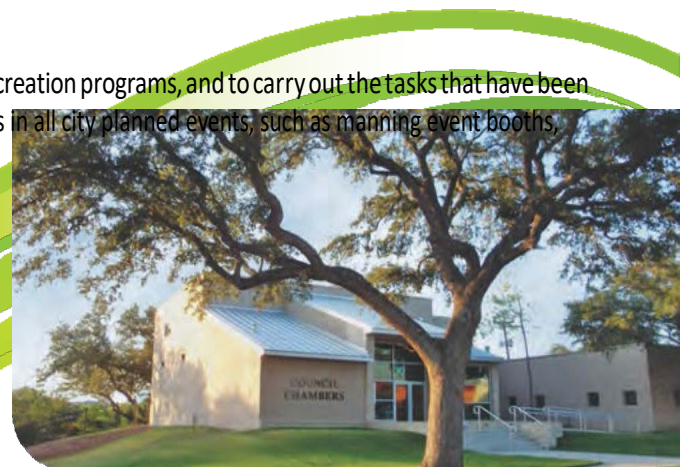
The meetings are typically scheduled as needed at 6:30 p.m., with one Annual Ethics Review Board Meeting held in December of each year. All meetings are held at City Hall in the Council Chambers.

**The Dangerous Structure Determination Board (DSDB)** hears cases pertaining to distressed buildings and structures within our city limits and makes appropriate findings to remedy those. This Board meets on an as needed basis.

**The Parks and Recreation Commission** assists city staff with the planning of parks and recreation programs, and to carry out the tasks that have been assigned to them during these planned events. The Parks and Recreation Commission assists in all city planned events, such as manning event booths, decorating for events, and assisting in clean-up. This commission is an advisory board only.

The meetings are typically scheduled for the first Monday of each month at 7:00 p.m. All meetings are held at City Hall in the Council Chambers.

*If you are interested in becoming a volunteer for any of the City Boards and Commissions, please complete the volunteer application on the next page and return it to [igaytan@liveoaktx.net](mailto:igaytan@liveoaktx.net) or you may drop it off at City Hall. Your application will be kept in file for 6 months.*



# CITY OF LIVE OAK VOLUNTEER APPLICATION

An Equal Opportunity /affirmative action employer



(Last Name)

(First Name)

(Middle Initial)

(Street Address)

(City, State and Zip Code)

(Telephone Number)

(Driver's License Number)

(E-mail Address)

Position(s) Applied:  Board of Adjustment  Planning & Zoning Commission  Ethics Review Board

Economic Development Corporation  Parks and Recreation Commission  Dangerous Structure Determination Board (DSDDB)

Dates of Availability: \_\_\_\_\_ Have you ever been employed with the City?  Yes  No. If yes, date of employment: \_\_\_\_\_

Are you or your spouse related to any employees of the City of Live Oak:  Yes  No

Last School Attended: \_\_\_\_\_  
(Name of School and Dates Attended)

Special Skills: \_\_\_\_\_

Have you ever been convicted of a felony or other crime:  Yes  No. If yes, date: \_\_\_\_\_

Brief Explanation: \_\_\_\_\_

Reference:

(Please print name, address, e-mail and telephone number of reference)

I certify that the statements and information contained herein are true, complete, and correct to the best of my knowledge, I understand that the information will be used only for the purpose of evaluating my application for volunteer service. In addition, I understand that, if selected for an interview, copies of all degrees, certificates, or licenses listed on this application may be required before a decision can be made. A photocopy of this authorization shall be as valid as the original.

I understand and agree that volunteering for any volunteer position will be contingent upon my satisfactorily passing a drug and alcohol test. Further, I understand and agree that, if approved for a volunteer position, despite an expiration of term of office and/or a nonspecific period of time (firefighters/reserve police officer) that I may be terminated at will, and that any intentional misrepresentation on my volunteer application during the interview process will subject me to immediate release from volunteer service.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_