

Volunteer members of City boards, commissions, and committees are appointed by City Council to advise the council and city management on a variety of issues. Members are required to attend regularly scheduled meetings, which are usually monthly. Except for the Certified Retirement City Committee, Emergency Medical Service Advisory Board, Partners in Prevention Steering Committee, and Youth Action Steering Committee, members must live inside Longview city limits.

### Animal Shelter Advisory Committee

This five-member committee assists animal shelters located in the city with compliance with the Health and Safety Code.

**Meetings:** As needed

**Liaison:** Shannon DeRosa, 903-297-7387

### Comprehensive Plan Advisory Committee

14 members advise City Council in matters pertaining to the City of Longview's Comprehensive Plan.

**Meetings:** As needed

**Liaison:** Michael Shirley, 903-237-1059

### Construction Advisory and Appeals Board

Nine members advise City Council in matters pertaining to City construction codes. Hears appeals regarding City officials' decisions, grants variances for special conditions and governs contractor-licensing procedures.

**Meetings:** As needed

**Liaison:** Michael Shirley, 903-237-1059

### Cultural Activities Advisory Commission

A seven-member commission meets periodically to make recommendations for arts and culture grants to attract tourists and for the betterment of Longview citizens.

**Meetings:** 5:30 p.m., Second Monday

**Liaison:** Dietrich Johnson, 903-237-1089

### Emergency Medical Service Advisory Board

Nine voting members and four non-voting members advise the Council about matters dealing with the Emergency Medical Service responsibilities of the Longview Fire Department.

**Meetings:** As needed

**Liaison:** Hank Hester, 903-239-5530

### Housing & Community Development Advisory Commission

Seven members advise the Longview Housing and Community Development Department on best practices.

**Meetings:** 5:30 p.m., Third Thursday

**Liaison:** Cheteva Marshall 903-237-1235

### Longview Historic Preservation Commission

Seven members hear requests for historic landmark and district designations and make recommendations. Issue Certificates of Necessity for additions or alterations to designated properties.

**Meetings:** 2 p.m., First Tuesday

**Liaison:** Angela Choy, 903-237-1073

### Parks and Recreation Advisory Board

Seven members advise City Council and city staff regarding direction (short and long-range) and vitalization of city parks and recreation programs.

**Meetings:** 12:00 p.m., Fourth Monday

**Liaisons:** Scott Caron, 903-237-1231

### Partners in Prevention Steering Committee

A seven-member steering committee acts to mobilize the community for the prevention and remediation of alcohol and other drug abuse.

**Meetings:** 11:30 a.m., Second Wednesday every other month.

**Liaison:** Holly Fuller, 903-237-1019

### Planning and Zoning Commission

Nine members recommend to City Council zoning changes, subdivision plats, long and short-range planning, and policy development relating to the development of the city.

**Meetings:** 5:30 p.m., Third Tuesday

**Liaison:** Angela Choy, 903-237-1073

### Public Transportation Advisory Board

Nine members advise City Council and departments regarding public transportation planning, outreach, and informational services for citizens, clients, and other identified needs related to public transit.

**Meetings:** 11:30 a.m., Last Tuesday

**Liaison:** Keith Bonds, 903-237-1051

### Senior Advisory Committee

Seven members advise city staff regarding on issues important to seniors, including senior recreation center programs, policies, and operations.

**Meetings:** Quarterly

**Liaisons:** Scott Caron, 903-237-1231

### Zoning Board of Adjustment

Five members hear requests for variances and appeals from the requirements of the zoning ordinance.

**Meetings:** 11 a.m., Third Tuesday

**Liaison:** Michael Shirley, 903-237-1059

# Application

Boards, Commissions, and Committees  
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## Personal Information

Name:	_____	Application Date:	_____
Address:	_____		
Primary Phone:	_____	Secondary Phone:	_____
Primary Email:	_____		
Profession:	_____		
Place of employment:	_____		

### 1. I am applying to serve on the following board/committees (Please check all that apply):

- |  |  |
|--|--|
| <input type="checkbox"/> Animal Shelter Advisory Committee                   | <input type="checkbox"/> Parks and Recreation Advisory Board       |
| <input type="checkbox"/> Comprehensive Plan Advisory Committee               | <input type="checkbox"/> Partners in Prevention Steering Committee |
| <input type="checkbox"/> Construction Advisory and Appeals Board             | <input type="checkbox"/> Planning and Zoning Commission            |
| <input type="checkbox"/> Cultural Activities Advisory Commission             | <input type="checkbox"/> Public Transportation Advisory Board      |
| <input type="checkbox"/> Emergency Medical Services Advisory Board           | <input type="checkbox"/> Senior Advisory Committee                 |
| <input type="checkbox"/> Housing & Community Development Advisory Commission | <input type="checkbox"/> Zoning Board of Adjustment                |
| <input type="checkbox"/> Longview Historic Preservation Commission           | <input type="checkbox"/> Any Board or Task Force                   |
|  | <input type="checkbox"/> Other: _____                              |

**Longview Historic Preservation Commission only.** In accordance with Texas Historical Commission guidelines, this board has specific requirements for committee members. I am applying to serve the following place: *(If not applying for Historic Preservation Commission, please skip to the next question)*

- |   |   |
|---|---|
| <input type="checkbox"/> An architect, planner, or representative of a design profession. | <input type="checkbox"/> An owner of a Historic Landmark  |
| <input type="checkbox"/> A historian or someone knowledgeable in local history.           | <input type="checkbox"/> An owner of a property in a Historic Overlay District                                  |
| <input type="checkbox"/> A licensed real estate broker.                                   | <input type="checkbox"/> A board member of one of the local non-profit Preservation groups. (Please list group) |
| <input type="checkbox"/> An attorney.   | _____   |

2. How many years have you been a Longview resident? \_\_\_\_\_

3. Have you served on a City-appointed board before? If yes, which ones and for how long?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Application: Boards, Commissions, and Committees

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4. Why are you interested in serving on this board?

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5. What will make you a good board member, including any special knowledge, education, and experience?

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6. Please list two references and contact information:

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**PLEASE READ CAREFULLY:** I understand that there are requirements for making public any conflicts of interest I may have in service with this board. I understand that in compliance with Chapter 552, Vernon's Texas Codes Annotated, (Open Records Law), information provided on this application may be available to the public upon request and will be kept on file for at least two years. I understand that the board I am applying for has a 75% attendance requirement and I will be subject to being removed for excessive absences.

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

*Please return application to:*

**Address:** City Manager's Office  
P.O. Box 1952 (300 W. Cotton St.)  
Longview, TX 75606

**Phone:** 903-237-1021  
**Fax:** 903-237-1024  
**Email:** CityManager@LongviewTexas.gov