

**CITY OF OCALA  
BOARDS AND COMMISSIONS  
APPLICATION**

1. Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_
2. Home Address: \_\_\_\_\_
3. City, State, Zip Code: \_\_\_\_\_
4. Business: \_\_\_\_\_ Business Phone: \_\_\_\_\_
5. Business Address: \_\_\_\_\_ Occupation: \_\_\_\_\_
6. Brief Resume of Education and Experience: \_\_\_\_\_

7. Are you a resident of Ocala?  
If so, how long? Yes \_\_\_\_\_ No \_\_\_\_\_  
Number of Years \_\_\_\_\_
8. Do you own property within the City limits?  
(Please give brief description on reverse side) Yes \_\_\_\_\_ No \_\_\_\_\_
9. Are you a registered City voter? Yes \_\_\_\_\_ No \_\_\_\_\_
10. Do you hold a public office? Yes \_\_\_\_\_ No \_\_\_\_\_
11. Are you employed by the City? Yes \_\_\_\_\_ No \_\_\_\_\_
12. At the present time, do you serve on a City Board,  
Commission, Authority or Committee? Yes \_\_\_\_\_ No \_\_\_\_\_

13. PLEASE CHECK THE BOARDS/COMMISSIONS YOU ARE INTERESTED IN SERVING ON:

- \_\_\_ Airport Board
- \_\_\_ Board of Adjustment \*/\*\*
- \_\_\_ Community Development Citizens Advisory Committee
- \_\_\_ Downtown Development Commission\*\*
- \_\_\_ Educational Television Advisory Committee
- \_\_\_ Enterprise Zone Development Agency
- \_\_\_ General Employee Pension Board of Trustees\*
- \_\_\_ Golf Board
- \_\_\_ Municipal Arts Commission
- \_\_\_ Municipal Code Enforcement Board \*/\*\*
- \_\_\_ Municipal Tennis Association Advisory Board
- \_\_\_ Ocala Historic Preservation Advisory Board
- \_\_\_ Ocala Housing Authority
- \_\_\_ Ocala Planning and Zoning Commission \*/\*\*
- \_\_\_ Ocala Recreation Commission
- \_\_\_ Ocala Tree Commission

14. Until such time as you are selected for the Board of your choice, can we submit your application when vacancies occur without contacting you each time? Yes \_\_\_\_\_ No \_\_\_\_\_

15. Why do you think you are qualified to serve on this Board? \_\_\_\_\_

\_\_\_\_\_

16. I HEREBY CONFIRM THAT I HAVE READ AND UNDERSTAND THIS APPLICATION, THAT ALL INFORMATION FURNISHED BY ME IS TRUE AND ACCURATE AND THAT, TO THE BEST OF MY KNOWLEDGE, I MEET THE CRITERIA FOR SERVING ON THE BOARD/COMMISSION FOR WHICH I AM APPLYING.

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

**NOTE:** (1) Application effective for ONE YEAR from date of completion.  
(2) If you have questions regarding this application, please call the Office of the City Clerk, 629-8266.

\*Requires Financial Disclosure Form (If appointed to Board)

\*\*Requires Property Description

**RETURN TO:** CITY CLERK'S OFFICE  
151 SE Osceola Avenue  
OCALA, FL 34471

**CITY OF OCALA  
BOARDS AND COMMISSIONS**

**AIRPORT BOARD**

**Function:** Makes recommendations to City Council regarding the lease, sale or use of all lands and improvements thereon at any city airport, and the operation, management and maintenance thereof.

**Membership:** Seven member board, three year term. No specific membership qualifications.

**Meeting Times:** Meets fourth Thursday of each month at 3:00 p.m.

**BOARD OF ADJUSTMENT**

**Function:** Hears and decides appeals where it is alleged there is error in any order, requirement, decision or determination made by the building official in the enforcement of the zoning code (Chapter 122). Authorize special exceptions and variances as provided in the zoning code. (Any person aggrieved by a decision of this board has recourse through the courts, as provided by Florida State Statutes.)

**Membership:** Seven member board, three year terms.

Must be registered City voter and own property within City limits and shall hold no other office.

**Meeting Times:** Meets third Monday of each month at 5:30 p.m.

**COMMUNITY DEVELOPMENT ADVISORY BOARD**

**Function:** Plan, implement and assess Community Development program.

**Membership:** Five member board, 2 year-term. No specific membership qualifications.

**Meeting Times:** Meets at least once every three months.

**DOWNTOWN DEVELOPMENT COMMISSION**

**Function:** Oversee operations of the municipal downtown parking program and coordinate with Downtown Development Manager on all matters pertaining to downtown improvements and budget.

**Membership:** Five member board, 3 year term. Must be owner of real property in the City or a designated officer of a corporation which owns property downtown. One (1) member shall be from each downtown special taxing district (3 districts); one (1) at-large downtown district property owner or designated officer of a corporation and one (1) at-large merchant/tenant member.

**Meeting Times:** Meets fourth Thursday of each month at 9:00 a.m.

**ENTERPRISE ZONE DEVELOPMENT AGENCY**

**Function:** Assist in the development, implementation, and annual review and update of the strategic plan or measurable goals. Oversee and monitor the implementation of the strategic plan or measurable goals. The agency shall make quarterly reports to the City Council, evaluating the progress in implementing the strategic plan or measurable goals. Identify and recommend to the City Council, ways to remove regulatory barriers. Identify to the City Council the financial needs of, and local resources or assistance available to, eligible businesses in the zone. Assist in promoting the enterprise zone incentives to residents and businesses within the enterprise zone. Recommend boundary changes, as appropriate, in the enterprise zone to the City Council. Prior to December 1 of each year,

the agency shall submit to the Office of Tourism, Trade, and Economic Development a complete and detailed written report.

**Membership:** Not fewer than 8 or more than 13 commissioners. The City Council may appoint at least one representative from each of the following: the local chamber of commerce; local financial or insurance entities; local businesses and, where possible, businesses operating within the nominated area; the residents residing within the nominated area; nonprofit community-based organizations operating within the nominated area; the regional workforce board; the local code enforcement agency; and the local law enforcement agency. The terms of office of the commissioners shall be for 4 years, except that, in making the initial appointments, the City Council shall appoint two members for terms of 3 years, two members for terms of 2 years, and one member for a term of 1 year; the remaining initial members shall serve for terms of 4 years.

**Meeting times:** Quarterly dependent upon activity and reporting requirements.

#### **EDUCATIONAL TELEVISION ADVISORY COMMITTEE**

**Function:** To coordinate the programming, scheduling and production for Channel 12 of the television system provided by Cox Communications, Inc. in accordance with their cable franchise agreement.

**Membership:** Seven members, no terms. One representative shall be appointed by City Council from each of the following organizations: City of Ocala, Marion County School Board, Board of County Commissioners, Appleton Museum, CFCC and Chamber of Commerce; and one from the community at large.

**Meeting Times:** Meets quarterly third Wednesday of the month at 3:30 p.m.

#### **GENERAL EMPLOYEE PENSION BOARD OF TRUSTEES**

**Function:** To construe the provision of the System and determine all questions arising there under, to determine all questions relating to eligibility and membership, to determine and certify the amount of all retirement allowances or other benefits hereunder, to establish uniform rules and procedures to be followed for administrative purposes, benefit applications and all matters required to administer the System, to distribute to Members, at regular intervals, information concerning the System, to receive and process all applications for benefits, to authorize all payments whatsoever from the Fund, and to notify the disbursing agent, in writing, of approved benefit payments and other expenditures arising through operation of the System and Fund, to have performed actuarial studies and valuations, at least as often as required by law, and make recommendations regarding any and all changes in the provisions of the System, to maintain Fiduciary Liability Insurance, to perform such other duties as are required to prudently administer the System.

**Membership:** Five Trustees, Three appointed by City Council

**Meeting Times:** At least quarterly meetings

#### **GOLF BOARD**

**Function:** Advise City Council regarding the operation and maintenance of any City owned Golf courses.

**Membership:** Not more than fourteen or less than nine members, 3 year term. Annual permit holders or regular daily permit players at Ocala Municipal Golf Course or Pine Oaks Municipal Golf Course and citizen of the county.

**Meeting Times:** Meets third Monday of each month at 4:15 p.m.

### **MUNICIPAL ARTS COMMISSION**

**Function:** To coordinate and encourage the development and expansion of artistic and cultural programs and promote a general concern for providing the community with a broad exposure to the arts.

**Membership:** Nine member board, 3 year term. No specific membership qualifications.

**Meeting Times:** Meets first Wednesday of each month at 4:00 p.m.

### **MUNICIPAL CODE ENFORCEMENT BOARD**

**Function:** To examine code violation cases presented by City Code Enforcement Officers. Empowered to levy fines and place liens on property if violation not corrected.

**Membership:** Seven member board, 3 year term. Must be City resident. Whenever possible, members shall be an Architect, a Businessman, an Engineer, a General Contractor, a Sub-contractor and a Realtor.

**Meeting Times:** Meets second Thursday of each month at 5:30 p.m.

### **MUNICIPAL TENNIS ASSOCIATION ADVISORY BOARD**

**Function:** Advise on all matters relating to the operation and maintenance of the Fort King Tennis Center; recommend policies and administrative matters affecting same.

**Membership:** Nine member board, 3 year term. No specific membership qualifications.

**Meeting Times:** Meets third Thursday of each month at 12:00 noon.

### **OCALA HISTORIC PRESERVATION ADVISORY BOARD**

**Function:** Survey and inventory the historic resources of the City according to accepted practices and to develop and maintain a list of all resources researched for possible historic designation, issue certificates of appropriateness on proposed exterior changes to designated resources, advise on development of goals, objectives and policies for historic preservation and educate public on economic benefits of same.

**Membership:** The board shall consist of nine members to be appointed by city council. Members shall be qualified voters of the city, and shall have knowledge of historical or architectural development within the city, or have deep concern for the preservation, development and enhancement of the historic resources in the city. Membership shall include at least one, and to the extent available in the community, preferably two, Registered Florida Architect board members. The remaining members shall be chosen from the following organizations, professions, groups or individuals: professional members from the disciplines of history, architectural history, planning, archaeology and engineering, registered real estate brokers, the Florida Bar, registered Florida Landscape Architects, licensed building contractors or general contractors, professional members from the historic preservation related disciplines such as urban planning, American studies, American civilization, African American studies, cultural geography or cultural anthropology, a person with a special interest, experience or knowledge in the history of African Americans in Marion County, Florida, residents in an existing or proposed National Register Historic District, interested owners of historic resources, or interested property owners whose land contains an archaeological site, lay persons belonging to the Historic Ocala Preservation Society or the Marion County Historic Society, or who otherwise have demonstrated special interest, experience or knowledge in history, architecture or related disciplines, shall make up the balance of the board's membership if there

are not enough professionals or individuals in the community. Property ownership is not a prerequisite for membership on the board.

**Meeting Times:** Meets first Thursday of each month at 4:00 p.m.

#### **OCALA HOUSING AUTHORITY**

**Function:** Provides subsidized housing units and rental assistance payments to income eligible residents in Marion County

**Membership:** Five members, four year terms. Commissioners may not be an officer or employee of the City of Ocala.

**Meeting Times:** Meets third Thursday of each month at 5:30 p.m.

#### **OCALA PLANNING AND ZONING COMMISSION**

**Function:** Make recommendations to City Council relating to zoning and land use and ensures that changes proposed are consistent with City's Comprehensive Plan.

**Membership:** Seven member board, 3 year term. Must be registered City voter and own property within City limits and shall hold no other office.

**Meeting Times:** Meets second Monday of each month at 5:30 p.m. and possibly sometimes the fourth Monday but not usually.

#### **OCALA RECREATION COMMISSION**

**Function:** Advise and recommend on use of public facilities for recreational programs, act as liaison with County Commission and School Board regarding availability of facilities for programs, and consult with City staff on policies and administrative matters pertaining to recreation.

**Membership:** Seven member board, 3 year term. Any citizen of the city shall be qualified to be appointed to the Recreation Commission, and the fact that such person may hold other public or city office employment shall be no disqualification.

**Meeting Times:** Meets second Thursday of each month at 4:30 p.m.

#### **OCALA TREE COMMISSION**

**Function:** Develop and administer a written plan for the care, preservation, pruning, planting, replanting and removal of trees on property owned or controlled by the City and on property owned or controlled by all other governmental entities when this property is located within the city limits.

**Membership:** Six members are city employees, three of the members to be appointed by City Council, 3 year terms. Whenever possible, members shall be licensed landscaping contractors, or other interested citizens chosen for their knowledge of, concern about, and participation in issues affecting the city's urban tree population.

**Meeting Times:** Shall hold regular quarterly meetings (usually Feb, May, August, and November) at 12:00 p.m.

#### **NOTE:**

THE BOARDS AND COMMISSIONS MEETING TIMES ARE SUBJECT TO CHANGE. TO VERIFY

PLEASE CALL THE OFFICE OF THE CITY CLERK AT 352-629-8266

Updated 10/22/09