

Proposed Eligibility Requirements for City of Tomball Boards & Committees

The following eligibility requirements must be met by all applicants.

1. Each member must be a registered voter of the State of Texas, City of Tomball, who has resided in the City of Tomball for at least six (6) months and shall not be delinquent in the payment of any monies owed to the City of Tomball for City taxes, City utility bills, or other assessments for which official notice of delinquency has been submitted to the member by proper authority. The member must also not have any pending claims against the City. The member shall not be related to any City Council Member in the following manner:

Relatives by Consanguinity shall include: parents, children, siblings, grandchildren and grandparents, great-grandparents and great-grandchildren, aunts, uncles, nieces and nephews.

Relatives by Affinity shall include: spouse, parents of spouse, siblings of spouse, grandparents and grandchildren of spouse.

2. No member shall have a conflict of interest (business) and/or any appearance of impropriety where his/her position on that board or committee could result in a personal advantage or monetary benefit to accrue because of his/her position on the board.
3. No person shall be eligible for appointment or reappointment if previously convicted of a felony or a crime involving moral turpitude.
4. Persons seeking appointment or reappointment to the Planning & Zoning Commission, Zoning Board of Adjustment, Tomball Economic Development Corporation, or the Tomball Regional Health Foundation shall be required to include, along with their application, a detailed resume to include complete work history, description of positions held and tasks responsible for, educational background and professional certifications.
5. Prior to appointment, each applicant must certify that they have read this article as it pertains to attendance and acknowledge that they understand the duties and responsibilities of the position.
6. Applicants must take an oath of office from the City Secretary within thirty (30) days of appointment or the appointment will be considered null and void.
7. Terms of office are for two (2) years (staggered) and shall expire on the 31st day of December, unless the length of the term is otherwise provided by the Charter. State statute, contracts or corporation laws. No member shall serve more than 4 consecutive terms.
8. No member shall serve simultaneously on more than two (2) boards. Boards that have direct working relationships with each other may have non-voting, ex-officio members on the board with whom such working relationships exist. Those direct working relationships must be

documented in writing by the Chair of the board or committee and approved by the Mayor in order for the non-voting, ex-officio members to be utilized.

9. All members, including ex-officio members, shall serve without salary.
10. Active participation by all appointed members is necessary for proper functioning of boards. If a member fails to attend more than three (3) consecutive regular meetings, or 75% of the time, without being excused he/she will automatically forfeit his/her position.
11. No member shall use their position for any personal influence or monetary gain and shall not purport to represent the board, commission, or committee in any way without obtaining the prior approval of a majority of the board.
12. The City Council, by majority vote, shall have the authority to remove any member of a board from office whenever, in its discretion, the best interest of the City shall be served.
13. The Tourism Advisory Committee, the Building Standard Committee, Charter Review Commission, and the Capital Improvement Advisory Committee shall meet bi annually as needed. *Discussion on which qualifications apply to these committees is needed.*