



CITY OF OBERLIN BOARDS, COMMISSIONS, COMMITTEES APPLICATION PACKET

Board/Commission/Committee	Vacancies	Mission	Meeting Schedule
Oberlin City Council	1	Oberlin City Council is the legislative branch of City Government and operates in accordance with the provisions of the Charter of the City of Oberlin and the Ohio State Constitution.	Meets on the first and third Monday of each month (with the exception of July and August), at 7:00 p.m. in Council Chambers, located at 85 S. Main Street, Oberlin, Ohio
City Records Commission	0	Provides rules for retention and disposal of records of the City Corporation and to review applications for one-time disposal and schedules of records retention and disposition.	Meets on a bi-annual basis, in Conference Room 1, located at 85 S. Main Street, Oberlin, Ohio
Civil Service Commission	2	Conduct or arrange impartial examinations, establish eligibility lists and oversee promotions within the Classified Service, and perform all other duties as defined by the City Charter	Meets on an as-needed basis
Fire Code Board of Appeals <i>(The members of the Housing Renewal Commission make up the FCBA)</i>	2	Hears and decides appeals of orders, decisions rendered by the Fire Chief of Municipal Fire Safety Inspector pertaining to the City of Oberlin Fire Prevention Codes. The board shall consist of members that comprise the Housing Renewal Commission.	Meets on an as-needed basis
Firefighters' Dependents Fund Board	2	Makes rules and regulations for the handling and processing of claims which may be submitted to it due to a volunteer firefighter's death or becoming totally and permanently disabled while discharging his/her duty. The board shall perform all such other duties as may be necessary to carry out the provisions of Ohio Revised Code Chapter 146.	Meets on an as-needed basis
Historic Preservation Commission	3	Protects and promotes the historic character of the City and oversees the appearance of construction and renovation projects, as well as make recommendations to City Council regarding the designation of landmarks and historic districts	Meets the third Tuesday of every other month at 4:00 p.m., at the Oberlin Enrichment & Activities Center, located at 36 S. Prospect Street, Oberlin, Ohio

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Housing Renewal Commission	2	Hears and decides appeals resulting from any decisions made by a city administrative office in enforcing housing ordinances. The commission may also authorize, variances, provided they do not conflict with the public interest. The board also fulfills the charge of the Fire Code Board of Appeals.	Meets on an as-needed basis
Human Relations Commission	2	Works toward a wholesome attitude of mutual respect and understanding among all people and organizations within the City. The commission may enter into any alleged disputes, disagreements, misunderstandings or acts which involve the unlawful or unfair infringement upon basic human rights or freedoms guaranteed by law and investigate them, presenting reports, facts, findings and recommendations to Council, and serves in an advisory and consultative capacity to the City and to the City administration.	Meets the first Tuesday of each month, at 5:00 p.m., at the Oberlin Enrichment & Activities Center, located at 36 S. Prospect Street, Oberlin, Ohio
Income Tax Board of Review	0	Hears appeals made by any person dissatisfied with any ruling or decision of the Income Tax Administrator.	Meets on an as-needed basis
Library Board of Trustees	3	Establishes the mission and vision for the Oberlin Public Library, determining the policies that are implemented to govern the library, hiring and evaluating the director of the library, and overseeing the general management of the library to ensure that the local community is represented well and the public is informed regarding their local library.	Meets the second Thursday of each month at 5:00 p.m. at the Oberlin Public Library
Lorain County General Health District	0	Creates a healthy place for all to live, work, and play by preventing disease in the community, empowering people to make better choices and promoting overall health and wellness.	Meets the second Wednesday at 7:30 p.m. at 9880 S. Murray Ridge Road Elyria, Ohio 44035
Oberlin Community Improvement Corporation Board (OCIC)	2	A non-profit corporation formed under Chapters 1702 and 1724 of the Ohio Revised Code that promotes and encourages the advancement of industrial, economic, commercial and civic development within the City of Oberlin.	Meets the second Wednesday of each month, at 8:30 a.m. at the Oberlin Enrichment & Activities Center, located at 36 S. Prospect Street, Oberlin, Ohio

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Open Space and Visual Environment Commission	3	Serves as an advisory body to City Council and cooperates with all other City, County and State agencies which are active in the area of open space development and preservation.	Meets the fourth Tuesday of each month, at 5:00 p.m., in Conference Room 1, located at 85 S. Main Street, Oberlin, Ohio
Planning Commission	2	Holds public hearings pertaining to the plan, design, location, removal, relocation, widening, extension, and vacation of streets, parkways, playgrounds, and other public places; the approval of plats for subdivision of land; and the zoning of the City for any lawful purpose.	Meets the first Wednesday of each month, 4:30 p.m., at the Oberlin Enrichment & Activities Center, located at 36 S. Prospect Street, Oberlin, Ohio
Public Utilities Commission	2	Serves as an advisory body to the City Council on any and all questions concerning the maintenance, operation and improvement of the public utilities serving the City, both privately and municipally owned.	Meets the second Tuesday of each month, at 4:30 p.m. at the Oberlin Enrichment & Activities Center, located at 36 S. Prospect Street, Oberlin, Ohio
Recreation Commission	2	Serves as an advisory body to the Council on any and all questions concerning the operation and improvement of City recreation programs.	Meets the third Tuesday on a bi-monthly basis (excluding summer months), at 7:00 p.m. at the Oberlin Enrichment & Activities Center, located at 36 S. Prospect Street, Oberlin, Ohio
Resource Conservation and Recovery Commission	2	Reviews proposed rules and advises City Council regarding the City's refuse, recyclable materials, and yard waste collection program.	Meets the fourth Tuesday of every other month, at 5:00 p.m. in Conference Room 1, located at 85 S. Main Street, Oberlin, Ohio
Zoning Board of Appeals	2	Hears and decides appeals resulting from any order or decision made by a city administrative officer in enforcing zoning ordinances. The board may also authorize zoning variances, provided they do not conflict with the public interest.	Meets on an as-needed basis. When scheduled, all meetings shall be held at the Oberlin Enrichment & Activities Center, located at 36 S. Prospect Street, Oberlin, Ohio



OBERLIN CITY COUNCIL

City Boards, Committees, and Commissions Application

Applications will be held for up to one year and will be reviewed as vacancies arise

Please note that interviews are held at the discretion of the City boards and commissions Nominating Committee which is appointed by City Council in September of every year.

Full Name: _____

Residence Address: _____

County of Residence: _____ Length of Residence in Oberlin: _____

Phone Numbers (Home): _____ (Cell): _____ (Business): _____

Email Address: _____

Current Business/ Employer: _____

Business Address: (City) _____ (State): _____ (Zip Code): _____

Can you be contacted at work? : ☐ Yes ☐ No

Please specify the board, commission or committee that interests you: _____

BOARD, COMMISSION, and COMMITTEE PREFERENCE(S)

If interested in more than one, please indicate order of preferences (i.e., 1st, 2nd, 3rd, etc.)

- | | | |
|---|---|--|
| ☐ Oberlin City Council | ☐ Human Relations Commission | ☐ Public Utilities Commission |
| ☐ City Records Commission | ☐ Income Tax Board of Review | ☐ Recreation Commission |
| ☐ Civil Service Commission | ☐ Library Board of Trustees | ☐ Resource Conservation |
| ☐ Firefighters' Dependents Fund Board | ☐ OCIC | ☐ Zoning Board of Appeals |
| ☐ Historic Preservation Commission | ☐ Open Space Commission | |
| ☐ Housing Renewal Commission,
Fire Code Board of Appeals* | ☐ Planning Commission | |

* Members appointed to the Housing Renewal Commission are automatically appointed to the Fire Code Board of Appeals as well.

Have you served on any City board/commission/committee before?

☐ Yes ☐ No

If yes, please provide names and dates:

Please state briefly why you are interested in serving on a City Board, Commission or Committee:

Personal & Professional Information

Are you a registered voter? ☐ Yes ☐ No County of Registration: _____

On what date would you be available to serve? _____

Background and special interests: _____

Do you have any training, experience, education or skill that would enhance your ability to serve on this Board? If yes, please explain:

Conflict of Interest

Conflict of interest is defined as the participation in any activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether it is direct or indirect.

In accordance with this definition, do you have, or have you had, any personal, financial or business interest or dealings that might present a conflict of interest with your proposed board appointment? If yes, identify:

Authenticity of Information

I certify that all of the answers and statements on this form are true, complete and correct to the best of my knowledge and recollection and are made in good faith.

SIGNATURE: _____

DATE: _____

*Please mail completed applications and all attachments, resume and certificates to: Belinda Anderson, Clerk of Council;
85 S. Main Street Oberlin, Ohio 44074*