



**REDEVELOPMENT ORGANIZATION
ANNUAL UPDATE FORM**

Redevelopment Organization is defined as an organization with community based leadership formed to revitalize communities. Typically the organization works to support key redevelopment projects, community planning, conservation, housing production and/or job creation.

To continue to receive information from the City of Fort Worth, your organization must update its records annually. Please complete this form and return to:

Neighborhood Education Office
1000 Throckmorton St
Fort Worth, TX 76102
(817) 392-6201 ★ Fax (817) 392-2107
Email: neighborhoods@FortWorthTexas.gov

Date: 1-28-13 Name of Person Submitting this Form: JANICE MICHEL

Name of Redevelopment Organization:

Oakhurst Alliance of neighbors

Organization Mailing Address:

(If different than the officers' mailing address)

Street/P.O. Box: _____ ZIP: _____

Did you update your bylaws in the past year? If yes, please enclose a copy.

☒ Yes ☐ No

When is your next election?

Month JAN Year 2014 Length of Term 2 yr.

How often does your organization hold:

General membership meetings? ☒ Once a year ☐ Monthly _____ Other (explain)

Day/Time/Place: JAN. 15 1952 Bluebird Ave

Executive/advisory board meetings? ☐ Once a year ☐ Monthly ☒ Other (explain)

Day/Time/Place: _____

As needed

How do you notify members about your meetings? (check all that apply):

☐ Flier ☒ Email ☐ Newsletter ☐ Yard Sign ☐ Social Media ☐ Other

Does your organization have:

Facebook page? (please list the address): _____

Website? (please list the address): OakhurstFortWorth.com

Names and Addresses of Officers or Directors of the Organization:

Please select only one designee as Development contact and one designee as Primary contact. The Development and Primary contact can be the same individual.

Development Contact: The Development contact is the organization representative designated to receive the Early Courtesy Notifications of Planning, Board of Adjustment and Zoning cases. It is the responsibility of this individual to share the notification information with the membership of the organization.

Primary Contact: The Primary contact is the organization representative designated to be the main contact for the organization. It is the responsibility of this individual to share information received, on behalf of the organization, with the membership of the organization.

Please update your group's contact information below:

Name:

Title:

Nancy Smotherman President

Address:

ZIP:

1952 Bluebird 76111

Home Phone:

Cell Phone:

Work Phone:

817-838-5716 817-733-9654

Email:

nancyjsmo@gmail.com

Check here if you are (check all that apply):

☐ Development Contact

☒ Primary Contact

☐ Newsletter/Flyers/E-mail Lists/Facebook Contact

☐ Check here if you do not want to authorize the City to post this information on its website*

* As a public service, the City of Fort Worth maintains a list of community organizations on our website, (FortWorthTexas.gov/neighborhoods). Please authorize us to post the name, address and phone number of at least one officer to facilitate communication with your organization.

Name: Title: Janice Michel, Vice President
Address: ZIP: 2115 Primrose Ave 76111

Home Phone: Cell Phone: 817-925-8146 Work Phone:

Email: jmichel9657@sbcglobal.net

Check here if you are (check all that apply):

- ☒ Development Contact
☐ Primary Contact
☐ Newsletter/Flyers/E-mail Lists/Facebook Contact
☐ Check here if you do not want to authorize the City to post this information on its website*

Name: Title: Sandra Whittenburg, Secretary
Address: ZIP: 2015 Marigold Ave 76111

Home Phone: Cell Phone: 817-999-5756 Work Phone:

Email: dragon4201972@yahoo.com

Check here if you are (check all that apply):

- ☐ Development Contact
☐ Primary Contact
☐ Newsletter/Flyers/E-mail Lists/Facebook Contact
☐ Check here if you do not want to authorize the City to post this information on its website*

Name: Title: Greg Reynolds Treasurer
Address: ZIP: 2311 Daisy Lane

Home Phone: 817-838-0323 Cell Phone: Work Phone:

Email: grqr4@cs.com

Check here if you are (check all that apply):

- ☐ Development Contact
☐ Primary Contact
☐ Newsletter/Flyers/E-mail Lists/Facebook Contact
☐ Check here if you do not want to authorize the City to post this information on its website*

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Oakhurst Alliance of Neighbors Neighborhood Redevelopment Organization

Mission

Promote development that will provide residents with a vibrant, thriving neighborhood, protect the investments in our homes, and increase the desirability of our area.

Goals

- Support the growth of new and existing businesses in the Riverside area
- Support and attract new residents and new residential construction in Oakhurst and the Riverside area
- Support opposition to a historic overlay for Oakhurst
- Supply information and resources to those in opposition to a historic overlay
- Support the Trinity River Vision Plan to champion economic development for the Riverside area, especially areas that affect Oakhurst

Bylaws

Article I-Name

- a) The name of this organization shall be Oakhurst Alliance of Neighbors.
- b) The boundaries shall be 28th Street to the North, I35 to the West, south side of Yucca to the south and west side of Sylvania to the east.

Article II- Membership

- a) Property owners or tenants within our boundaries who share the philosophy and goals of the organization, may apply for membership through the sitting Executive Board.
- b) The Executive Board reserves the right to remove members who no longer share the organization's philosophy and goals.

Article III-Mailing Address

- a) A published mailing address shall be in the newsletter
- b) An email address shall be oakhurstplusletter@gmail.com
- c) Our Website is OakhurstFortWorth.com

Article IV- Duties of Executive Board Members

The Board members will divide the duties as follows:

- a) President and/or Vice President shall attend all meetings of the association, preserve order, maintain the By-laws, and exercise supervision of the association's affairs generally. They will appoint all committees and be an ex-officio member of all such committees.
- b) Secretary and Treasurer shall assume the traditional duties of a secretary such as keeping a full and correct record of all proceedings of the association and having charge of all records of the association including financial. Conducting the correspondence and mailing all reports, bulletins and notices. The secretary shall receive all contributions/newsletter fees and keep a full record of all financial transactions.
- c) Executive Board shall manage the membership.

Article V- Meetings

- a) Executive Board shall meet monthly or as needed.
- b) Membership meetings shall be held annually or as needed.
- c) Members will be notified either by email or telephone. Signs may be used if needed.

Article VI- Elections

No election shall be held unless a notice has been posted.

Article VII- Procedures

- a) Organization shall be organized as an Independent Board which shall be the governing authority of the organization.
- b) Organization shall operate under an informal procedure for Small Boards, using a simplified version of Robert's Rule and as follows:
 - a. The president can make motions and vote on all matters.
 - b. The president can speak on any matter before the board.
 - c. No motion needs to be seconded.
 - d. There can be informal discussion of a subject without a motion being made.
 - e. If a proposal is perfectly clear, a vote can be taken without a motion being introduced.
 - f. After a general discussion has been held without a motion, action can be agreed upon by unanimous consent without taking a vote at all.
 - g. Only members in good standing are allowed input or voting privileges.
 - h. The quorum consists of those who attend the meeting.

Article VIII- Revisions

By Laws may have revisions, changes or amendments proposed at any board meeting, regular or special, and may be voted on in the same meeting.

Article IX- Dissolution

- a) Executive Board shall implement dissolution of the organization, if it is determined by the board that the group is no longer needed.
- b) Funds, if any, shall be used to pay any outstanding debts and then donated to a local charity as decided by executive board.

Article from **Community E-ssentials** (http://www.imakenews.com/ortenhindman/e_article000171165.cfm)

July 30, 2003

Simplified Procedures Allowed by *Robert's Rules* for Board Meetings

In 1863, Henry Robert, an engineering officer in the United States Army, was asked to preside over a large meeting. Captain Robert did not know how to preside, but trusting that the assembly would behave itself, he plunged right in. With that plunge came the quick determination that he would never preside over another meeting until he knew more about parliamentary law. After researching the voluminous and conflicting procedures used by the English Parliament and the United States Congress, he began drafting what is considered to be the definitive manual on parliamentary procedure, *Robert's Rules of Order*. Over the last 100 years numerous editions of *Robert's Rules of Order* have been published.

In most situations, the application of *Robert's Rules* enables assemblies of any size to reach resolution on a number of matters of varying complexity in a minimal amount of time. This is often true regardless of the climate of the meeting, whether it be a harmonious group or an impassioned and divided one.

The application of *Robert's Rules* can make a large meeting run briskly and smoothly.

However, in some circumstances, the formality of *Robert's Rules* can actually hinder business. One such situation relevant to community associations is the application of *Robert's Rules* at board meetings.

Most board members and managers are not aware that *Robert's Rules* recognizes the problem of applying formal parliamentary rules to board meetings. *Robert's Rules* specifically provides that in a board meeting where there are not more than about a dozen board members present, some of the formality that is necessary in a large assembly can be relaxed.

The rules governing such meetings are different in the following respects:

1. The president can make motions and vote on all matters.
2. The president can speak on any matter before the board.
3. No motion needs to be seconded.
4. There can be informal discussion of a subject without a motion being made.
5. If a proposal is perfectly clear, a vote can be taken without any motion having been introduced.
6. After a general discussion has been held without a motion, action can be agreed upon by unanimous consent without taking a vote at all.

A board always has the option to follow the regular, more cumbersome parliamentary procedures if the board works better in a more formal setting. However, most boards seem to function more efficiently with a simplified process. Of course, on important or very complex matters, a clearly stated motion can be helpful to ensure that everyone understands what is being voted upon. Other matters, however, can be handled without making a formal motion. For example, where the board has thoroughly discussed three bids for landscaping without a motion, and where it was obvious that one bid is much better than the others, the president can bring the matter to a simple conclusion by stating:

"If there is no further discussion and no objection, let the minutes reflect that the board voted unanimously to approve the proposal from ABC Landscaping Company and the president is authorized to execute the proposed contract after it is reviewed by the association's attorney."

The key to the above scenario is that the matter is unanimous. If it were not unanimous, the president could state as follows:

"If there is no further discussion, I move that we accept the proposal of ABC Landscaping Company and that the president is authorized to execute the proposed contract after it is reviewed by the association's attorney. All in favor, say "aye". All opposed? (The minutes then reflect the actual vote.)"

If desired, the board can revert to any of the more detailed requirements of *Robert's Rules* by a simple majority vote of the board.

Many association boards have operated with short form procedures by custom without realizing that simplified procedures are specifically provided in *Robert's Rules of Order*. However, many boards assume that *Robert's Rules* more complex and detailed procedures are required. Section 48 of *Robert's Rules* should put to rest any objection anyone may have to the use of simplified procedures in association board meetings.

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