



## City of Covina

### Board, Commission and Committee Member Candidate Application

**Instructions:** Complete this application and return it to the City Clerk's Office, 125 E. College Street, Covina, CA 91723. If you have any questions, please call the City Clerk Office at (626)384-5430. Please TYPE or PRINT clearly in ink.

Board, Commission or Committee:

Is this an application for re-appointment?      Yes              No

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Home Address:

Home Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Email:

Business Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Business Address: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Why do you wish to serve the City?

What experience or education have you had relative to this field?

What other City Boards, Commissions, or Committees have you served?

To what civic service organizations do you belong?

How did you become interested in this field?

Will you be able to attend all Board, Commission, or Committee meetings?

Yes \_\_\_\_\_ No \_\_\_\_\_

Are you willing to file a State financial disclosure statement as required?

Yes \_\_\_\_\_ No \_\_\_\_\_

Are you willing to complete the AB1234 Ethics Training as required?

Yes \_\_\_\_\_ No \_\_\_\_\_

(If NO to any of the above, please explain):

Applications are screened on the basis of information submitted and may be subject to a Livescan as part of the application process.

Signature of Applicant

Date

## Board, Commission and Committee Member Candidate Application

The City of Covina has nine (9) formally established Boards, Commissions, and Committees made up of citizens who have volunteered their time to help by giving advice to the Mayor and City Council in its forming, reviewing, and modifying City policies, regulations and standards. Two (2) primary benefits are achieved through this approach:

1. A broader view of City needs and problems is secured via these volunteer groups concentrating their efforts on particular areas; for example, land use planning and development control; and
2. Citizen participation in our city government has increased. The recruitment of our volunteer candidates is open by public notice and all Covina citizens are encouraged to consider participating. It is believed that open, active citizen involvement is the key to a healthy community and its municipal government.

As indicated above, the City has nine (9) groups established as either a Board, Commission, or Committee. Besides a willingness to serve, most of the Board, Commissions, and Committees have no formal background requirement established; however, experience in the specific area of concentration is desirable. A list of the groups established is as follows:

- Cultural Arts Advisory Commission—3 year term (9 members)
  - Residency NOT required
- Finance Advisory Committee—4 year term (7 members)
  - Residents, property owners, business owners, students, and individuals who are employed in the City of Covina
- Historic Preservation Board—4 year term (7 members)
  - Preferred residency or business ownership within the City of Covina, but not required
- Library Board of Trustees—3 year term, appointed by Mayor, subject to ratification by the City Council (5 members)
  - Residency required
- Parking Place Commission—(COMMISSION PRESENTLY SUSPENDED)
  - The State Streets and Highways Code requires that these members be persons of business experience and ability. Board members may be either an owner or lessee of property within the Parking District or an officer, employee, or agent of a corporation owning or leasing property within the District.
- Personnel Advisory Board—4 year term (5 members)
  - Residency required, and cannot hold a salaried position with the City
- Planning Commission—4 year term \* (5 members)
  - Residency required
- Traffic Advisory Board—3 year term (6 members)
  - 3 members must be City residents, one member must be a resident with traffic engineering experience, one member must be from the Covina Chamber of Commerce, one member must be from the Covina Valley Unified School District, and one member must be from Charter Oak Unified School District.
- Youth Accountability Board—2 year term (6 members)
  - Residency NOT required

### REQUIREMENTS:

Following California State Law, all appointments, past, present, and future, will be required to complete the AB1234 Ethics Training. AB1234 requires 2 hours of ethics training within one year of appointment. This training is valid for two years, and must be retaken every two years. The State has an online ethics training program you can complete from any computer with internet access. The training can be completed all at once, or in smaller increments, as the program keeps track of your time every time you sign on. The City Clerk's office will work with you to assist you in completing this state-mandated training.