

CITY OF COVINA

BOARD, COMMISSION AND COMMITTEE MEMBER
CANDIDATE APPLICATION

INSTRUCTIONS: Complete this application and return it to the City Clerk's Office, 125 East College Street, Covina, CA 91723.
If you have any questions, please contact the City Clerk's Office at (626) 384-5430.

Please TYPE or PRINT clearly in ink.

BOARD, COMMISSION OR COMMITTEE: _____

Your Name: _____

Home Address: _____

Business Address: _____

Home Telephone No:(_____) _____ Cell Telephone No:(_____) _____

Occupation: _____ Business Telephone No:(_____) _____

Why do you wish to serve the City? _____

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

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 of concern? _____

Will you be able to attend all meetings of the Board/Commission/Committee? Yes ____ No ____

(If NO, please explain) _____

Are you willing to file a State financial disclosure statement as required? Yes ____ No ____

Are you able and willing to complete AB1234 Ethics Training as required? Yes ____ No ____

(If NO, please explain) _____

Is an application for a re-appointment? Yes ____ No ____

Dated: _____

Signature of Applicant

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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 is 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 earlier, the City has nine (9) groups established as either a Board, Commission or Committee. Only one (1) Board has paid members(*)--the remaining groups are volunteers. 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*
- Historic Preservation Board—4 year term (7 members)
 - *Preferred residency or business ownership within the City of Covina, but not required*
- Housing and Community Development Advisory Committee—4 year term (9 members)
 - *Reasonable representatives of Covina’s demographic patterns and residency required. Residents of Covina’s County areas may be considered for appointment to the H.C.D.A. Committee at the discretion of the City Council*
- Library Board of Trustees—3-year term, appointed by Mayor, subject to ratification by the City Council. (5 members)
 - *Residency required*
- Parking Place Commission—3 year term, appointed by Mayor, subject to ratification by the City Council (3 members)
 - *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*

ADDITIONAL REQUIREMENTS:

Members of certain Boards, Commissions and Committees are required by State law to file at the onset of appointment, annually, and upon leaving office, a public disclosure statement regarding certain categories of economic interests. The members of the following groups are subject to disclosure filings:

Cultural Arts Advisory Commission	Historic Preservation Board	Public Library Board
Housing & Community Development Advisory Commission		Parking Place Commission

All appointments, as required by State law, 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.