



City of East Palo Alto

APPLICATION FOR CITY ADVISORY BODIES

The following information will be helpful to the City Council in evaluating your interest in and qualifications for appointment to a City Advisory Body.

Please note that the information supplied on this application is public information.

Please type or print clearly

Board or Advisory Group Applying for: _____

Type of Position - Regular or Alternate: _____

Seat No. _____ **Length of Term you wish to serve:** _____

Date: _____

Name: _____

Address: _____

Telephone No. _____

Number of years as a City of East Palo Alto resident: _____

Occupation: _____

Business Address/Telephone No: _____

Education: _____

Civic affiliations and community activities, including service on other City Boards, Commissions or Committees:

Please describe your understanding of the responsibilities of the Board, Commission or Committee that you are applying for and how your personal, community and/or professional experience relates to these responsibilities:

Please describe briefly why you want to serve on this Board, Commission or Committee and what you hope to accomplish as a member:

Information about the Procedure

The application process may take from six weeks to two months. Vacancies are advertised for approximately 30 days with a specific filing deadline. Deadlines may be extended based on needs. The City Council will review all applications and will make appointments at a regular City Council meeting. Term Lengths may vary, please check the advertisement for what is available and length of terms

***Full/Unexpired Term**

If a person is appointed to fill an unexpired term and serves less than two years, that time will not be considered a full term. However, if a person is appointed to fill an expired term and serves at least two years or more, that time will be considered a full term.

Time Commitments

Serving on a City Advisory Body may require one or more night meetings per month, with each meeting averaging three to four hours. You may also be asked to serve on additional subcommittees. Members are expected to attend all meetings, and/or notify commission when not able to make a meeting. Attendance at less than two-thirds of scheduled meetings may, at Council's discretion, result in removal. Information about the meeting times and dates of each Advisory Body is available from the City Clerk.

Signature of Applicant

**Please return to the Office of the City Clerk
City of East Palo Alto
City Hall - 2nd Floor
2415 University Avenue
East Palo Alto, CA 94303**