



# CITY OF ARCADIA

## Citizen Service Resume

Office of the City Clerk  
240 W. Huntington Drive  
Arcadia, CA 91007  
(626) 574-5410

PLEASE PLACE A CHECK MARK NEXT TO THE BOARD/COMMISSION FOR WHICH YOU WOULD LIKE TO APPLY (You may make more than one selection):

- |  |  |
|--|--|
| <input type="checkbox"/> Arcadia Beautiful Commission* | <input type="checkbox"/> Planning Commission             |
| <input type="checkbox"/> Arcadia Museum Commission     | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Human Resources Commission    | <input type="checkbox"/> Senior Citizens Commission      |
| <input type="checkbox"/> Library Board of Trustees     |  |

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NAME \_\_\_\_\_  
LAST FIRST MIDDLE

ADDRESS \_\_\_\_\_

HOME PHONE \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ OCCUPATION \_\_\_\_\_

EMPLOYER \_\_\_\_\_ ARE YOU AN ARCADIA REGISTERED VOTER?  YES  NO

HOW LONG HAVE YOU BEEN A RESIDENT? \_\_\_\_\_ ARE YOU A LEADERSHIP ACADEMY GRADUATE?  YES  NO

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EDUCATION (Include professional or vocational licenses or certificates)

COMMUNITY INVOLVEMENT (List organization memberships and committee assignments)

PLEASE DESCRIBE ANY BACKGROUND, TRAINING, OR INTERESTS THAT QUALIFY YOU AS AN APPOINTEE

WHAT DO YOU SEE AS THE OBJECTIVES AND GOALS OF THE COMMISSION FOR WHICH YOU ARE APPLYING?

ARE YOU AWARE OF THE TIME COMMITMENT NECESSARY TO FULFILL THE OBLIGATIONS OF AN APPOINTMENT TO THIS POSITION?

YES  NO

**NOTE: FOR LIBRARY BOARD OF TRUSTEE & PLANNING COMMISSION APPLICATIONS ONLY**

STATE LAW AND THE CITY CONFLICT OF INTEREST CODE REQUIRES THAT LIBRARY BOARD OF TRUSTEE MEMBERS AND PLANNING COMMISSIONERS FILE A STATEMENT OF ECONOMIC INTERESTS (FORM 700) ANNUALLY AS WELL AS RELATED FORMS WHEN ASSUMING AND LEAVING OFFICE (e.g. sources of income, loans, gifts, investments, interest in real property as required by state law). DO YOU AGREE TO FILE ALL REQUIRED FORMS IN A TIMELY MANNER AS REQUIRED BY THE CITY'S FILING OFFICIAL?

YES  NO

I HEREBY CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

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**\*ARCADIA BEAUTIFUL APPLICANTS ONLY**

ARE YOU AWARE THAT THE PRIMARY FUNCTION OF THE ARCADIA BEAUTIFUL COMMISSION IS TO ACT AS JUDGES FOR THE COMMISSIONS AWARD PROGRAMS (Arcadia Beautiful, Holiday Decoration, and Water Smart Hero awards)?

YES  NO

DO YOU HAVE THE ABILITY TO TRAVEL BY CAR DURING THE DAY AND IN THE EVENING FOR THE PURPOSE OF JUDGING?

YES  NO

THE ARCADIA BEAUTIFUL COMMISSION USUALLY HAS FOUR REGULAR MEETINGS EACH YEAR WITH ADDITIONAL MEETINGS AND/OR TIME COMMITMENTS SCHEDULED FOR THE PURPOSE OF CONDUCTING JUDGING FOR THE AWARD PROGRAMS, PARTICIPATING IN A 3-4 HOUR HOLIDAY DECORATION AWARD RECOGNITION EVENT, AND PARTICIPATING IN ARBOR DAY PROGRAMS. ADDITIONALLY, PRELIMINARY JUDGING FOR THE ARCADIA BEAUTIFUL AND HOLIDAY DECORATION AWARDS IS DONE WITH EACH COMMISSIONER TAKING RESPONSIBILITY FOR A SECTION OF THE CITY AND DRIVING THROUGH THE NEIGHBORHOODS TO SELECT THEIR NOMINATIONS FOR FINAL JUDGING BY THE COMMISSION. **ARE YOU ABLE TO FULFILL THIS TIME COMMITMENT?**

YES  NO

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PLEASE SUBMIT YOUR COMPLETED APPLICATION TO:

CITY CLERK'S OFFICE  
240 W. HUNTINGTON DRIVE  
ARCADIA, CA 91007

## **City of Arcadia**

### **Boards & Commissions Information**

The City Council of the City of Arcadia appoints members to seven boards and/or commissions to act in an advisory capacity. Following is a brief description of each.

**Arcadia Beautiful Commission:** Seven (7) members usually meet at four “regular” meetings each year with additional meetings and/or time commitments scheduled for the purpose of conducting judging for the Arcadia Beautiful, Holiday Decoration, and Water Smart Hero award programs, participating in a recognition event for the holiday awards in December and attending an Arbor Day Celebration.

**Arcadia Museum Commission:** Five (5) members meet on the first Wednesday of every other month at 5:00 p.m., as an advisory capacity to all matters pertaining to the museum.

**Human Resources Commission:** Five (5) members meet the second Thursday of each month at 5:30 p.m., on policies concerning personnel administration, position classification and employee discipline and grievance.

**Library Board of Trustees:** Five (5) members meet on the third Thursday of each month at 4:30 p.m., to direct the administration and operation of the City library system.

**Planning Commission:** Five (5) members meet on the second and fourth Tuesday of each month at 7:00 p.m., to review matters affecting the physical development of the City.

**Recreation Commission:** Five (5) members meet the second Wednesday of each month at 6:00 p.m., to discuss matters pertaining to community recreation and parks.

**Senior Citizens’ Commission:** Eight (8) members meet the first Thursday of each month at 4:00 p.m., to provide leadership for the coordination of senior citizen activities.