



# City of Placentia

## Application for Commissions, Committees and Boards



**I am interested in serving on the following Commission(s) or Committee(s):**  
(If more than one, please rank in order of interest)

Citizens' Oversight Committee		Planning Commission	
Financial Audit Oversight Committee		Senior Advisory Committee	
Heritage Committee		Streetscape & Transportation Advisory Committee	
Historical Committee		Veterans Advisory Committee	
Park Arts & Recreation Commission			
First Name:		Middle Name:	Last Name:
Home Address:		City:	Zip Code:
Home Phone:	Driver's License No.:	Email Address.:	
Present Employer:	Work Address:	City & Zip Code:	
Occupation:		Work Phone:	
How long have you lived in the City of Placentia?	Are you a U.S. Citizen? Yes      No		Have you ever filed bankruptcy? Yes      No
Former places of employment: From:                      To:	Job Title & Description:		
Former places of employment: From:                      To:	Job Title & Description:		
What are your qualifications, strengths, and experience relevant to the Commission/Committee/Board desired?			
Reasons you are interested in serving on this Commission/Committee/Board:			
Property Interests in Placentia:			
Stock or Business Affiliations with organizations that may provide materials or services to the City of Placentia:			

Please Return Completed Application and a Résumé, if desired, to:

City of Placentia  
City Clerk's Office  
401 East Chapman Avenue  
Placentia, CA 92870

**For any questions, please call: (714) 993-8231**  
**Applications are accepted year-round and will be kept on file for future vacancies.**



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### Background Information

You must respond to all of the following questions:

1. Were you ever employed by or have you served in any capacity at the City of Placentia?  
Yes                      No  
 If yes, please describe:
  
2. Are any of your relatives (by blood or marriage) employed by or have they served in any capacity at the City of Placentia?  
Yes                      No
  
3. Have you ever been convicted of any crime or violated any law, ordinance, or statute (this includes traffic citations) other than a parking violation?  
Yes                      No

◆If the answer to any of the above is “Yes,” explain in detail in the space provided below.

**Notice:** The City of Placentia is committed to reasonable accommodation for disabled persons. If you believe you may need reasonable accommodation to perform the duties of the position for which you are applying, you are encouraged to state it in the space below.

(use additional sheet if necessary)

### PLEASE READ CAREFULLY – APPLICANT’S CERTIFICATION AND AGREEMENT (MUST BE SIGNED AND DATED)

I hereby certify that the facts set forth in the above application are true and complete to the best of my knowledge. I understand that, if appointed, false statements on this application shall be considered sufficient cause for dismissal. I understand that, if appointed, such appointment will be subject to verification of data provided in my application and any related documents or résumé. I authorize education institutions, employers, law enforcement authorities, organizations and individuals having relevant information concerning my qualifications for appointment to release such information; and I release all concerned from any liability in connection therewith; and I understand that I can make a written request as to the nature and scope of said information. I understand that if appointed the City will conduct a DMV/criminal background check including fingerprinting. I understand that if appointed, I will be required to know, and comply with, all rules and regulations. I understand that the benefits, rules and regulations may be changed, modified, deleted, or added to at any time at the City’s sole option, and without prior notice.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please see the following pages for descriptions of all Commissions and Committees.

## **DESCRIPTIONS OF COMMISSIONS AND COMMITTEES**

### **CITIZENS' OVERSIGHT COMMITTEE**

The Citizens' Oversight Committee provides review of the expenditure of funds generated by the 2018 voter-approved Local Transactions and Use Tax and provides an annual report to the City Council on those expenditures. The committee shall consist of three members, appointed by the City Council. As long as those bodies exist, two of the members shall come from the Citizens Fiscal Sustainability Task Force and one from the Financial Audit Oversight Committee. Members so appointed shall serve without compensation for a term of four (4) years. The Committee shall meet at least once annually. The Committee's annual report shall be presented to the City Council and shall also be published on the City's webpage. Unless otherwise directed by resolution or ordinance of the City Council, the Committee shall not have any function, power, or authority other than those expressly provided herein.

### **FINANCIAL AUDIT OVERSIGHT COMMITTEE**

This Committee serves in an advisory capacity to the City Council with their primary role being to provide an internal audit function. They develop and issue a Request for Proposal to gain qualified audit firms to perform an internal review of selected financial activities and internal control procedures; interview qualified proposers; negotiate cost; and report to the City Council with a recommendation for audit firm selection. Additionally, they collect information to use for setting goals and objectives for the development of the annual audit plan; submit the written audit report prepared by City staff/internal audit firm to the City Council and provide a verbal report thereon at a City Council meeting. Finally, the Committee may return to the City Council with recommendations for administrative policies and procedures.

### **HERITAGE COMMITTEE**

The Committee has as its responsibility and purpose the independent planning and execution of the City's annual Heritage Celebration and related Heritage activities within the community. The City Council shall approve the parade route, theme, budget and addition or removal of an Executive Board Member.

### **HISTORICAL COMMITTEE**

The Historical Committee serves in an advisory capacity to City Council on matters related to historical structures and/or sites located in Placentia. They nominate buildings, sites or districts within the City for designation as local landmarks per Policy No. 703 and review items submitted by City Council, staff or the general public and recommends appropriate course of action.

### **PARK ARTS AND RECREATION COMMISSION**

The Park Arts and Recreation Commission serves in an advisory capacity to the City Council on items related to cultural arts, recreation programs, Citywide special events, health and wellness, and senior services. They also provide input on parks/facilities development and improvement.

### **PLANNING COMMISSION**

The Planning Commission recommends to the City Council the adoption, amendment or repeal of the General Plan, or any part thereof, for the physical development of the City. They exercise such control over land subdivisions as is granted to it by the City Council and by the laws of the State of California and makes recommendations concerning proposed public works and for the clearance and rebuilding of blighted or substandard areas within the City. Finally, the Commission exercises such functions with respect to zoning as may be prescribed by ordinance not inconsistent with the City Charter.

### **SENIOR ADVISORY COMMITTEE**

This Committee acts as liaison for all seniors in the City and advise on ways to enrich and enhance the health and quality of life of seniors in the community. They solicit input and act as a public forum for issues that affect seniors in the City; provide advice based on input received to improve the programs, policies, and services provided to seniors; identify barriers to access by seniors to City services and programs; form partnerships in the community to educate, inform, and improve the quality of life for seniors; work with and support existing senior programs; assist with volunteer recruitment; and, assist with the marketing of the Senior Center services, programs, and events.

### **STREETSCAPE AND TRANSPORTATION ADVISORY COMMITTEE**

The Streetscape and Transportation Advisory Committee serves in an advisory capacity to the City Council on items related to traffic safety issues, transportation programs and projects, and parking management programs. They review and take into consideration permit parking districts and speed hump installation requests and the overall regulation of vehicle, bicycle, and pedestrian traffic within the City as described in Title 13 of the Placentia Municipal Code. They also provide input on issues pertaining to the removal, planting, replanting and disposition of public trees.

### **VETERANS ADVISORY COMMITTEE**

The Committee serves in an advisory capacity to the City Council on veterans' affairs matters within the community. They may consider veterans' matters submitted by the City Council, staff or public and recommends courses of action where appropriate and matters considered by the committee's scope include all activities within the purview of the City Council relating to the Veterans Day Program and activities. Committee members need not be veterans to serve on this committee.