

**CITY OF DUBUQUE, IOWA
BOARD/COMMISSION APPLICATION**

This application is a public document and as such can be reproduced and distributed for the public.

Specific attention should be directed to possible conflicts of interest. For further clarification, if a situation arises, contact the City Clerk's Office or the City Attorney's Office.

The City Clerk's Office, City Hall, 50 West 13th Street, Dubuque, IA. accepts applications for any Board and/or Commission at any time. Applications stay active for one year from the date of receipt.

General Eligibility Requirements for All Boards and Commissions

Note: Additional requirements may apply to certain boards and commissions. Please refer to the specific board/commission details for more information.

- Residency within the corporate city limits
- Minimum age of 18
- Cannot be employed by the City of Dubuque

BOARD/COMMISSION APPLYING FOR: _____

NAME: _____

PRONUNCIATION: _____

****Example Name:** Petrona Dominguez

****Pronunciation:** [Peh-Tro-Nuh Dough-MIN-Gezz]

STREET ADDRESS: _____ ZIP: _____

You must live within the corporate city limits of Dubuque to be eligible for a city board or commission

PREFERRED PHONE NUMBER: (_____) _____ - _____

E-MAIL ADDRESS(ES): _____

1. HOW DID YOU HEAR ABOUT CITY OF DUBUQUE BOARDS AND COMMISSIONS?

- ☐ City of Dubuque Website, ☐ City Life or another City of Dubuque Program,
☐ City of Dubuque social media, ☐ Through a friend,
☐ Other: Please specify: _____

2. HAVE YOU PARTICIPATED IN THE CITY OF DUBUQUE CITY LIFE PROGRAM: ☐ YES ☐ NO
If so, when? _____

3. ARE YOU CURRENTLY SERVING ON A CITY BOARD OR COMMISSION: ☐ YES ☐ NO
If yes, which? _____

4. HAVE YOU SERVED ON A CITY BOARD OR COMMISSION BEFORE: ☐ YES ☐ NO
If yes, which? _____

For this section, please feel free to attach additional pages if necessary.

WHY ARE YOU INTERESTED IN APPLYING FOR THIS BOARD OR COMMISSION?

DESCRIBE YOUR EXPERIENCES (PROFESSIONAL, PERSONAL, OR VOLUNTEER), SKILLS, AND/OR EDUCATION THAT HAVE PREPARED YOU FOR SERVICE ON THIS BOARD/COMMISSION:

SHARE YOUR EXPERIENCE WORKING IN DIVERSE ENVIRONMENTS:

LIST TWO PROFESIONAL REFERENCES: (Examples: employer, coworker, client, vendor, mentor, volunteer organizer, etc.)

NAME: _____

PHONE NUMBER: _____

RELATIONSHIP: _____

NAME: _____

PHONE NUMBER: _____

RELATIONSHIP: _____

ACKNOWLEDGEMENT

I acknowledge that I have accurately and truthfully completed the application to the best of my knowledge. I also confirm that I meet the eligibility requirements for the board or commission to which I am applying.

SIGNATURE: _____

DATE: _____

INTRODUCING YOURSELF TO THE CITY COUNCIL:

Once there is a vacancy for the board or commission you are applying for, your application will be reviewed by the City Council at a regular City Council meeting and appointed at a subsequent meeting.

1. You are encouraged to attend the Application Review meeting to briefly introduce yourself to the City Council and be available for any questions regarding your application. The City Clerk's Office will inform you of the meeting date via email.
2. If you are not able to attend the meeting to introduce yourself, please consider sending the City Council an email to introduce yourself and state your reasons for applying. You can contact the City Council directly at www.cityofdubuque.org/councilcontacts. Fill in the required sections and select "City Council" as the department. Your message will be received by each of the council members.
3. If attending in person, during the Boards and Commissions section on the agenda, the Mayor will ask if there is anyone present to speak to the application.
4. Step to the podium, state your name and address and then tell the City Council a little bit about yourself and why you would like to serve on the board or commission.
5. Please keep your comments to less than 5 minutes. City Council meetings begin at 6:30 p.m. in the second-floor Council Chambers of the Historic Federal Building, 350 W. 6th Street.

At a subsequent City Council meeting, the City Council will appoint applicants to the vacant term(s). The City Clerk's Office will notify you if you are appointed via email.

Please contact the City Clerk's Office, City Hall, 50 W. 13th St., Dubuque, IA 52001. 563-589-4120; ctyclerk@cityofdubuque.org if you have questions.

Thank you for your interest in the City of Dubuque Boards and Commissions.