

# APPLICATION FOR APPOINTMENT TO CITIZEN COMMISSION

a public document (revised 3/16)

**City of Claremont** 

City Clerk's Office 207 Harvard Avenue PO Box 880 Claremont, CA 91711 www.ci.claremont.ca.us



# City of Claremont Application for Appointment to Citizen Commission

A public document

Claremont has five commissions whose purpose is to advise and assist the City Council in addressing issues related to the commission's specific area of concern. Each commission does this by gathering pertinent information, hearing arguments, weighing values, and making recommendations to the Council. Please check ONLY the box(es) beside the commission(s) in which you are interested, and answer the corresponding supplemental questions:					
☐ Architectural	□ Cor	nmunity and H	uman Services	☐ Planning	
	□ Police		☐ Traffic and Transport	ation	
Please fill out the informat	ion requested belo	w:			
Date of application:					
Name:(First)		(Middle)	(Last)		
Claremont residency is requi Are you currently a resident of how long?	red. (Subject to exc of the City of Clarem	ception cited in Cont?	Claremont Municipal Code S	Section 2.16.010.) □No. If yes, for	
Home Address:			Telephone:		
Office Address:			Telephone:		
Cell Phone:		_			
E-Mail Address:					
Occupation:					
Educational Background:					
Membership in Civic Organiz	zations, Service Club	os, etc.:			
Achievements and Awards (	Civic, Scholastic or 0	Other):			

dditional Comments:	
nree Local References: lease do not use City Councilmembers as references)	
) Name:	Telephone:
) Name:	Telephone:
) Name:	Telephone:
ay we pass your name on to city committees and loca	I civic groups, if asked? ☐ Yes ☐ No  closure in accordance with the Public Records Act. Additionally,
our completed application is subject to public discersion holding a position on a board, committee cursuant to the Political Reform Act and the City thics training within one year of appointment and	I civic groups, if asked?   Yes   No  Closure in accordance with the Public Records Act. Additionally, or commission is required to file a Conflict of Interest Statemen of Claremont Conflict of Interest Code, and must obtain formations.
May we pass your name on to city committees and local four completed application is subject to public disconsistency of the Political Reform Act and the City thics training within one year of appointment and illings are also subject to public disclosure.	I civic groups, if asked?
lay we pass your name on to city committees and local four completed application is subject to public discerson holding a position on a board, committee oursuant to the Political Reform Act and the City thics training within one year of appointment and lings are also subject to public disclosure. The California Penal Code states a person convicted alony has been expunged.	closure in accordance with the Public Records Act. Additionally, or commission is required to file a Conflict of Interest Statement of Claremont Conflict of Interest Code, and must obtain formabi-annually thereafter, in accordance with State AB 1234. These
May we pass your name on to city committees and local four completed application is subject to public discretion holding a position on a board, committee of the political Reform Act and the City of thics training within one year of appointment and illings are also subject to public disclosure.  The California Penal Code states a person convicted allow has been expunged.  declare under penalty of perjury that the foregoing is training and the committees are person convicted.	closure in accordance with the Public Records Act. Additionally, or commission is required to file a Conflict of Interest Statement of Claremont Conflict of Interest Code, and must obtain formation bi-annually thereafter, in accordance with State AB 1234. These
Vour completed application is subject to public discoverson holding a position on a board, committee of the coursuant to the Political Reform Act and the City of thics training within one year of appointment and dilings are also subject to public disclosure.  The California Penal Code states a person convicted alony has been expunged.  Ideclare under penalty of perjury that the foregoing is training and the complete and the complete and the convicted and the convicted along the convicted and t	closure in accordance with the Public Records Act. Additionally, or commission is required to file a Conflict of Interest Statement of Claremont Conflict of Interest Code, and must obtain formation bi-annually thereafter, in accordance with State AB 1234. These
person holding a position on a board, committee of cursuant to the Political Reform Act and the City ethics training within one year of appointment and illings are also subject to public disclosure.  The California Penal Code states a person convicted elony has been expunged.  Indeed a person convicted elony has been expunged.  Indeed a person convicted elony has been expunged.	Closure in accordance with the Public Records Act. Additionally, or commission is required to file a Conflict of Interest Statemer of Claremont Conflict of Interest Code, and must obtain forma bi-annually thereafter, in accordance with State AB 1234. These and of a felony is prohibited from holding public office, even if the true and correct. Executed this day of,
Tour completed application is subject to public discontinuous form a position on a board, committee of the property of the political Reform Act and the City thics training within one year of appointment and dings are also subject to public disclosure.  The California Penal Code states a person convicted alony has been expunged.  Ideclare under penalty of perjury that the foregoing is training and complete the publication, including an City Clerk, City of Claremont 207 Harvard Avenue/PO Box 880	closure in accordance with the Public Records Act. Additionally, or commission is required to file a Conflict of Interest Statement of Claremont Conflict of Interest Code, and must obtain format bi-annually thereafter, in accordance with State AB 1234. These and of a felony is prohibited from holding public office, even if the true and correct. Executed this day of,
Tour completed application is subject to public discerson holding a position on a board, committee oursuant to the Political Reform Act and the City thics training within one year of appointment and illings are also subject to public disclosure.  The California Penal Code states a person convicted alony has been expunged.  Ideclare under penalty of perjury that the foregoing is training and city Clerk, City of Claremont 207 Harvard Avenue/PO Box 880 Claremont, CA 91711	closure in accordance with the Public Records Act. Additionally, for commission is required to file a Conflict of Interest Statement of Claremont Conflict of Interest Code, and must obtain format bi-annually thereafter, in accordance with State AB 1234. These and of a felony is prohibited from holding public office, even if the true and correct. Executed this day of  Swers to supplemental questions and your resume to:  Questions may be directed to the City Clerk's office.
Vour completed application is subject to public disconnection to the Political Reform Act and the City of thics training within one year of appointment and illings are also subject to public disclosure.  The California Penal Code states a person convicted and the selony has been expunged.  Clease return your completed application, including an City Clerk, City of Claremont 207 Harvard Avenue/PO Box 880 Claremont, CA 91711	I civic groups, if asked?

### **COMMISSIONER ATTENDANCE POLICY (City Council approved 1/27/98)**

All commissioners are <u>expected</u> to attend all commission meetings. The City Council recognizes that along with attending regular commission meetings, each commission has standing and ad hoc committees that meet throughout the year. It is important that all commissioners make every effort to attend all meetings. Attendance is essential toward making the process work.

It is expected that a member of a commission that meets <u>once</u> a month will not miss more than **one** formal commission meeting every six months. Likewise, it is expected that a member of a commission that meets <u>twice</u> a month will not miss more than **two formal commission meetings** every six months.

Commissioner attendance will be reviewed quarterly (October, January, April, and July) at the Mayor/Commission Chair meetings. When a commission member exceeds the allotted absences, the commission chair is responsible for counseling the member on the attendance policy. If the member continues to exceed the allotted absences, the Mayor will contact the member to discuss the issue. If after discussion with the commission chair and the Mayor, the attendance of the member does not improve, the attendance problem will be brought before the City Council to determine if the member shall be granted a leave of absence or be removed from the commission.

### **AB 1234 ETHICS TRAINING**

State law requires specified local officials receive two hours of ethics training biannually. The training must cover both ethics laws and ethics principles. If you are appointed to serve on a City commission, you will have one year from the date you take office to fulfill the initial training requirement. And while the law provides you one year to complete the training, the City strongly encourages you to take the training within sixty (60) days of appointment in order to familiarize yourself with the laws pertaining to your service as a commissioner. Training is then required every two years. Free self-study materials are available online.

#### **POWERS AND DUTIES**

A description of the work of each commission is outlined in Title 2 of the Claremont Municipal Code, which is available on the City website and in the City Clerk's office.



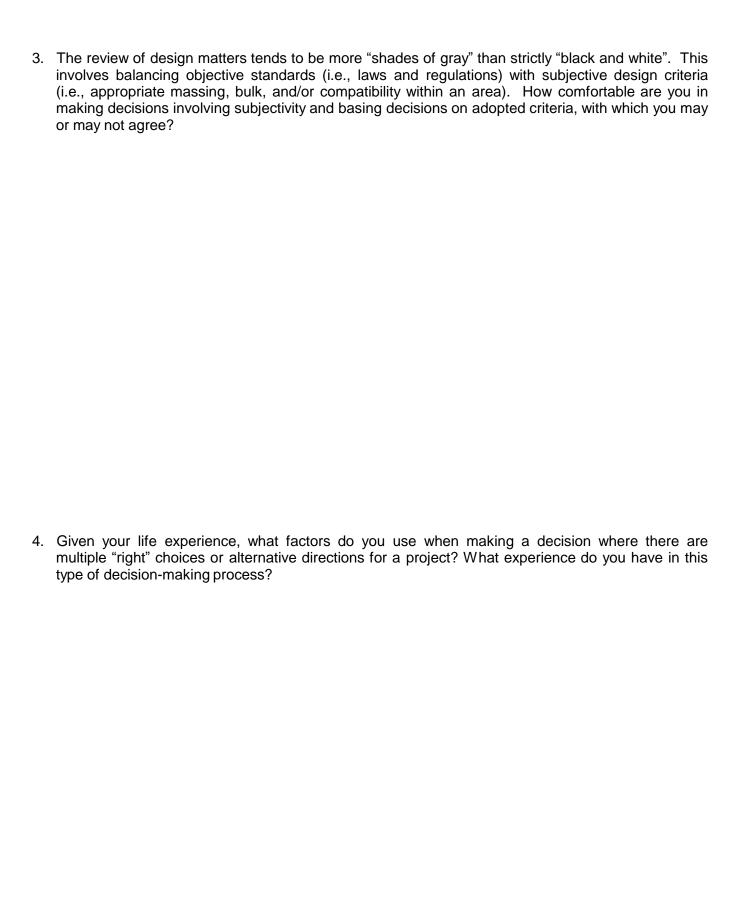
# City of Claremont Architectural Commission SUPPLEMENTAL QUESTIONS

A public document

### Please answer the following questions and attach to your application:

1.	The Architectural Commission meets two evenings each month (Wednesdays following Council
	meetings); however additional evening and daytime meetings/subcommittee meetings are the norm
	for the Commission. As such, being an Architectural Commission member may be more time
	consuming than that of other commissions. On that basis, what do you think would be a reasonable
	amount of time for you to commit to the Architectural Commission? Given your work and/or family
	demands, can the City expect you to attend meetings in compliance with the Commissioner
	Attendance Policy (which is included in the application packet for your review)?

2. What is your experience in reading architectural, signage, and landscape plans? If your experience is limited, what actions would you take to become familiar with design plans in order to fully function as an Architectural Commissioner?



5.	How do you see the role of the public in the planning/design review process; and, in how can better public participation be achieved?	in your opinion,
6.	What has been your experience working with elected officials, volunteer groups, a committees?	and ad-hoc
6.	What has been your experience working with elected officials, volunteer groups, a committees?	and ad-hoc
6.	What has been your experience working with elected officials, volunteer groups, a committees?	and ad-hoc
6.	What has been your experience working with elected officials, volunteer groups, a committees?	and ad-hoc
6.	What has been your experience working with elected officials, volunteer groups, a committees?	and ad-hoc
6.	What has been your experience working with elected officials, volunteer groups, a committees?	and ad-hoc

7. Describe your experiences in dealing with difficult/upset people, and how you would approach public hearing with a roomful of heated citizens.	a
What architectural design/neighborhood challenges/issues do you foresee Claremont facing next decade?	in the



### City of Claremont Community and Human Services Commission SUPPLEMENTAL QUESTIONS

A public document

### Please answer the following questions and attach to your application:

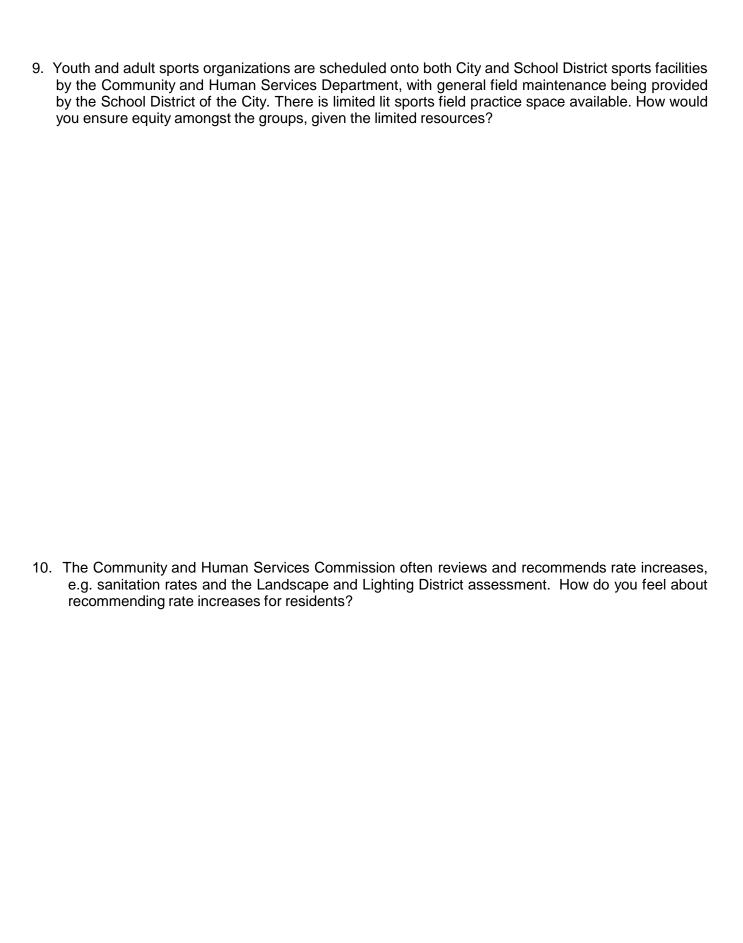
1. The work of some commissions is more time consuming than that of others. The Community and Human Services Commission meets one evening each month; however, additional meetings may be necessary. Additionally, in the Fall of each year Commissioners will be asked to attend no less than four sites visits to CBO grant funded agencies. These visits take place during business hours over a period of several months. On that basis, what do you think would be a reasonable amount of time for you to commit to the Commission? Are you able to attend local CBO site visits? Given your work and/or family demands, can the City expect you to attend meetings in compliance with the Commissioner Attendance Policy (which in included in the application packet for your review)?

2. The Community and Human Services Commission has several standing committees which include: Committee on Aging; Committee on Youth and Family; Park, Hillsides, and Utilities Committee; Independence Day Committee; Teen Committee; Tree Committee; Special Events Ad Hoc Committee; and Youth Sports Committee. Which of these are most interesting to you and why? What is your experience related to that topic?

3.	Have you attended any Human Services programs or special events? Describe your experience at the event(s) – what you thought was well done or could be improved.
4.	The Claremont Hills Wilderness Park has seen a significant increase in attendance in recent years,
	and the subject of much community dialogue. Have you followed this topic? How would you balance park usage with neighborhood impacts?

5.	Describe any community volunteer experience.
6.	What interested you in becoming a Commissioner?

7.	Given your life experience, what factors do you use making a decision when there are multiple "right" choices or alternative directions for a project? What experience do you have in this type of decision-making process?
8.	The Commission serves as the appeal body for residents requesting city tree removals on private
	property. How do you feel about reviewing and possibly denying a resident's request for removal that could possibly be a friend or neighbor?



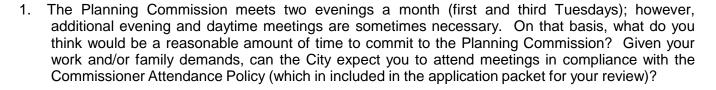
11. The Community Based Organization (CBO) program's mission is to partner with local nonprofit organizations in order to strengthen the social family and economic fabric of the Claremont community by assisting with funding identified needs. Given the significant impact the economic downturn has had on residents and service providers alike, CBO and Homeless Program grant funding has played an important role in providing services to Claremont residents through these partnerships. How would you prioritize funding to best meet the community's needs?



# City of Claremont Planning Commission SUPPLEMENTAL QUESTIONS

A public document

### Please answer the following questions and attach to your application:



2. How familiar are you with land use and environmental laws (i.e., General Plan, zoning, and the California Environmental Quality Act), and what role/purpose they have in the City's land use decision-making process? If your experience with these laws is limited, what actions would you take to become familiar so that you can function fully as a Planning Commissioner?

3.	Planning matters tend to be more "shades of gray" than strictly "black and white". This involves balancing objective standards (i.e., laws and regulations) with subjective design criteria (i.e., appropriate massing, bulk, and/or compatibility within an area). How comfortable are you in making decisions involving subjectivity and basing decisions on adopted criteria, with which you may or may not agree?
4.	Given your life experience, what factors do you use making a decision when there are multiple "right" choices or alternative directions for a project? What experience do you have in this type of decision-making process?

5.	How do you see the role of the public in the planning process; and, in your opinion, how can better public participation be achieved?
6.	What has been your experience working with elected officials, volunteer groups, and ad-hoc
6.	What has been your experience working with elected officials, volunteer groups, and ad-hoc committees?
6.	What has been your experience working with elected officials, volunteer groups, and ad-hoc committees?
6.	What has been your experience working with elected officials, volunteer groups, and ad-hoc committees?

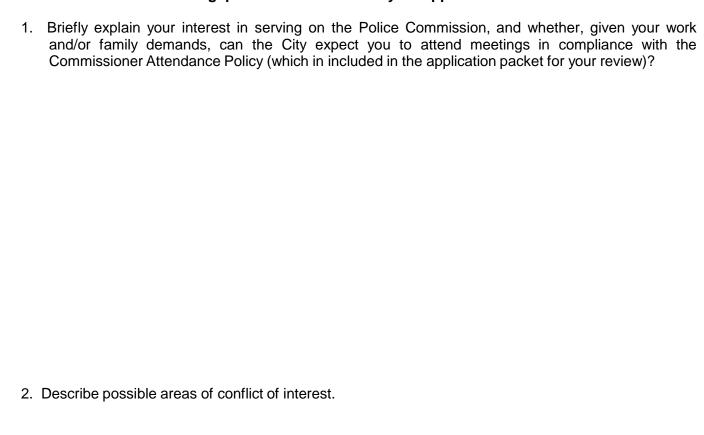
7.	Describe your experiences in dealing with difficult/upset people, and how you would approach public hearing with a roomful of heated citizens.	hа
Ω	What land use challenges/issues do you foresee Claremont facing in the next decade?	
0.	What land use shallenges/issues do you foresee charemont rading in the next decade:	



# City of Claremont Police Commission SUPPLEMENTAL QUESTIONS

A public document

Please answer the following questions and attach to your application	Please a	answer the	following	<b>auestions</b>	and attach	to vour	application
--	----------	------------	-----------	------------------	------------	---------	-------------



3.	Describe your recent civic and community activities.
1	What do you think is the role and responsibility of the Police Commission?
4.	What do you think is the role and responsibility of the Police Commission?
4.	What do you think is the role and responsibility of the Police Commission?
4.	What do you think is the role and responsibility of the Police Commission?
4.	What do you think is the role and responsibility of the Police Commission?
4.	What do you think is the role and responsibility of the Police Commission?
4.	What do you think is the role and responsibility of the Police Commission?
4.	What do you think is the role and responsibility of the Police Commission?

5.	What qualifications/assets Police Commission?	s do you have	that would	make you u	uniquely cap	able of serv	ring on the
6.	Please describe what com	munity-based <b>լ</b>	policing mea	ans to you.			

7.	Have you had contact personally or through your family with the Claremont Police Department or any other law enforcement agency? If so, please describe the situation and what made the experience positive or negative.
8.	The relationship of the police to the community had been much in the news in the past. What do you see as the big issues challenging good police/community relationships?

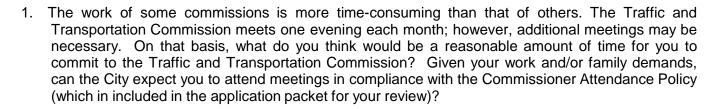
9.	What specific improvement would you work on as a member of the Police Commission?



# City of Claremont Traffic and Transportation Commission SUPPLEMENTAL QUESTIONS

A public document

### Please answer the following questions and attach to your application:



2. Describe the impact of increasing traffic on the quality of life in Claremont.

3.	What do you think the major traffic issue in Claremont is today, and what would you like to see done about it?
4.	What is your perception of the role of the Traffic and Transportation Commission?
4.	What is your perception of the role of the Traffic and Transportation Commission?
4.	What is your perception of the role of the Traffic and Transportation Commission?
4.	What is your perception of the role of the Traffic and Transportation Commission?
4.	What is your perception of the role of the Traffic and Transportation Commission?
4.	What is your perception of the role of the Traffic and Transportation Commission?

5.	What are your impressions of Claremont's transit system? What needs are and are not being met?	How do you think it can be improved?
	What hoods are and are not being met.	
6.	Pedestrian and bicycle traffic are little used modes of transpo	ortation. How do you think we can
6.	Pedestrian and bicycle traffic are little used modes of transportation in Cla	ortation. How do you think we can remont?
6.	Pedestrian and bicycle traffic are little used modes of transportation in Cla	ortation. How do you think we can remont?
6.	Pedestrian and bicycle traffic are little used modes of transportation in Cla	ortation. How do you think we can remont?
6.	Pedestrian and bicycle traffic are little used modes of transportation in Cla	ortation. How do you think we can remont?
6.	Pedestrian and bicycle traffic are little used modes of transportation in Cla	ortation. How do you think we can remont?
6.	Pedestrian and bicycle traffic are little used modes of transportation in Classical and improve these modes of transportation in Classical and improve the classical and i	ortation. How do you think we can remont?
6.	Pedestrian and bicycle traffic are little used modes of transportation in Cla	ortation. How do you think we can remont?