

MEMO

To: City Council Boards & Commissions Committee Members

From: Jordan Roberts, Deputy City Clerk

Subject: Board & Commission Applicant Interviews

Date: October 4, 2023

MEETING DETAILS

Interviews will be held on Saturday, October 10th, via Zoom. Please join the meeting no later than 9:50 a.m. to ensure interviews begin promptly at 10:00 a.m. Please practice standard council conduct during the interviews (webcams on, mute yourself when not speaking, etc).

PACKET ORGANIZATION

For your review, applications are ordered based on the interview schedule. The score sheets are also attached for each respective applicant. Council Policy #3 is attached for reference.

INTERVIEW PROCESS

This electronic packet is provided for use during the interview process along with applications. Please let Dylan know how you wish to proceed regarding final recommendations.

INTERVIEW SCHEDULE FOR OCTOBER 7

Each applicant will have 15 minutes to interview and has been instructed to join at their scheduled interview time. Dylan will announce when the next applicant has joined the meeting and move applicants from attendee to panelist so they can speak and enable their webcam if applicable.

MEMO CONTINUED

Time	Applicant	Desired Board
10:00 AM	Christopher Suazo	Youth Commission
10:15 AM	Robb S Shecter	Zoning Board of Adjustment, Planning Commission
10:30 AM	Jovan K Cardoza	Housing Authority
10:45 AM	David T. Williams	Environmental Policy Advisory Committee
11:00 AM	Marco Vega	Parks, Recreation & Golf Advisory Committee, Diversity, Equity, & Inclusion Commission
11:15 AM	Aliyah A Acevedo	Youth Commission
11:30 AM	Nick F Gonzales	Cultural Council
11:45 AM	Robert C Grandinetti	Youth Commission, Diversity, Equity, & Inclusion Commission, Parks, Recreation & Golf Advisory Committee
12:15 PM	Jan Cruz	Cultural Council
12:30 PM	Steven S Vanheusen	Diversity, Equity, & Inclusion Commission
12:45 PM	April A Acevedo	Youth Commission
1:00 PM	Megan Pham	Youth Commission
1:15 PM	Shawn Mcdowell	Parks, Recreation & Golf Advisory Committee
1:30 PM	END	



MEMO CONTINUED

BOARD & COMMISSION VACANCIES

There are a total of 40 vacancies.

Board Name	Positions Available	Applicant List
Citizens Public Safety Advisory Board	1 Regular Member	N/A
Cultural Council	4 Regular Members 1 Alternate Member	Nick F Gonzales Jan Cruz
Derby Review Board	2 Alternate Members	N/A
Diversity, Equity, & Inclusion Commission	2 Regular Members	Marco Vega Robert C Grandinetti Steven S Vanheusen
EPAC	1 Regular Member 2 Alternate Members	David T. Williams
Housing Authority	1 Regular 1 Alternate Member	Jovan K Cardoza
Parks, Recreation & Golf Advisory Board	2 Regular	Marco Vega Robert C Grandinetti Shawn Mcdowell*
Planning Commission	2 Alternate Members	Robb S Shecter
Quality Community Foundation	4 Regular Members	N/A
Veterans Commission	3 Regular Members 3 Ex Officio Members	N/A
Youth Commission	10 Youth Members 3 Adult Members	Christopher Suazo Aliyah A Acevedo Robert C Grandinetti April A Acevedo* Megan Pham*
Zoning Board of Adjustment	1 Alternate Member	Robb S Shecter
* - Applying for Reappointment		

MEMO CONTINUED

ATTACHMENTS

- Applications
- Score Sheets
- Council Policy #CP-3



Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Youth Commission: Submitted

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

Christopher

First Name

Suazo

Last Name

Middle Initial

Question applies to Youth Commission

Age

13

Question applies to Youth Commission

Grade

8

Question applies to Youth Commission

School Name

[Redacted School Name]

[Redacted Email Address]

Email Address

[Redacted Home Address]

Home Address

[Redacted Suite or Apt]

Suite or Apt

Commerce City

City

CO

State

80022

Postal Code

What Ward do you live in? *

[Redacted Ward Name]

[Ward Map](#)

[Redacted Primary Phone]

Primary Phone

[Redacted Alternate Phone]

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

13

Employer

Job Title

Number of Years Employed in the City.

Where did you hear about the vacancy for which you are applying?

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

no

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

comfortable

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

Question applies to Youth Commission

List any school, non-school and community activities you're involved in:

Kearney I am involved in several sports. Here are some sports I participate in, baseball, track, wrestling, weightlifting, football.

Explain why you should be considered for appointment to the Commerce City Youth Commission:

I should be appointed to the Commerce City Youth Commission because I have lived in Commerce City my whole life. I excel in school. I have carried a 4.0 throughout school. I feel like I am an asset to any group I am in. I lead by example. I have great listening skills, patience, and communication skills. I would like to see my community grow and be successful.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

I am in gifted and talented. I have participated in several local summer camps to help with team building and communication skills.

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

Commerce City Baseball, Commerce City football, Adams City Wrestling, Mighty movements weightlifting, Commerce City Police Department camp, Avid for Adventure.

Please briefly state why you are interested in serving on this board or commission.

This Commission would be a new adventure and challenge for me. This would give me an opportunity to grow and excel with my community.

Conflict of Interest Statement

Conflict of Interest is defined as the participation in any board/commission activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether direct or indirect.

In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Emergency Contact

Question applies to Youth Commission

First and Last Name

Tricia Suazo

Question applies to Youth Commission

Phone Number

[Redacted]

Question applies to Youth Commission

Secondary Phone Number

[Redacted]

Question applies to Youth Commission

Email

[Redacted]

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity

[Redacted]

Gender

[Redacted]

[Redacted]

Date of Birth

Certification

Question applies to Youth Commission

Meetings are the first and third Thursday of each month at 6:30 p.m. If appointed as a youth commissioner, can you commit to attending two meetings a month?

Yes No

Question applies to Youth Commission

This section is only to be filled out by those applying for an adult member position on the Youth Commission. If you are applying for a youth member position, please leave this section blank.

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

YOUTH COMMISSION – YOUTH INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- RATING**
1. Why do you want to join the Commerce City Youth Commission?

 2. What skills and traits do you possess that will positively contribute to the youth commission?

 3. Tell us your involvement in the community or other organizations that support our community?

 4. The youth commission has meetings twice a month and also has activities outside of the meetings. How would you balance school, extracurricular activities, and serving on the youth commission?

 5. How do you see youth making changes that will impact Commerce City and make it a quality community for all?

TOTAL:

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Planning Commission: Submitted
Zoning Board of Adjustment: Submitted

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

Robb _____ S _____ Shecter _____
First Name Middle Initial Last Name

Email Address

Home Address

Suite or Apt

Commerce City _____
City

CO _____
State

80022 _____
Postal Code

What Ward do you live in? *

[Ward Map](#)

Primary Phone

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

2

Public.Law _____
Employer

Founder _____
Job Title

Number of Years Employed in the City.

2

Where did you hear about the vacancy for which you are applying?

Councilperson Susan Noble

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

No

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

Very comfortable

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

AWARDS Sustainability Award * Oregon State Bar, 2020 Making a Difference Award * Lewis & Clark Law School Alumni Assoc., 2012 Best Idea Award * CivicApps for Greater Portland, 2010 EDUCATION & EXPERIENCE Non-profit board, Portland Community Media (Portland, OR) * Served 1.5 years * Budget ~ \$1.5M * Member, treasurer Non-profit, Food Front Cooperative Grocery (Portland, OR) * Helped resolve conflicts through technology and project management. B.S., Computer Science * Project management skills * Engineering mindset: creating solutions with cost and maintainability in mind. J.D., Law * Understanding of governmental and legal systems * Specializing in intellectual property, small business law, and family law * Oregon, Active Pro Bono * Colorado, Active Pro Bono with Metro Volunteer Lawyers Animal Law Review, editor & managing editor, 2008-2010 (Academic Legal Journal) * Research, editing, and writing skills * Project- and people management Public.Law * My successful startup that makes the law accessible. * Editing, hiring, writing, and social media skills.

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

Oregon State Bar Metro Volunteer Lawyers (Denver)

Please briefly state why you are interested in serving on this board or commission.

I'm excited to express my interest in serving on a Commerce City commission or board. As a Commerce City resident with a background in both law and software engineering, I'm deeply committed to our city's well-being and long-term future. My motivation to join either the Planning Commission or Zoning Board of Adjustment is rooted in a desire to contribute my skills and experiences to enhance our community. I truly enjoy researching the details of laws and regulations that others might find too tedious. I'm positive that I can contribute to its efficiency and fairness. My background equips me to analyze complex issues, collaborate effectively, and engage with the community. I'm dedicated to making informed decisions that prioritize our residents' interests. In short, I'm ready to serve the city. Sincerely, Robb Shecter

Conflict of Interest Statement

Conflict of Interest is defined as the participation in any board/commission activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether direct or indirect.

In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

No.

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

No, I'm just a homeowner.

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Emergency Contact

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity

None Selected

Gender

None Selected



Date of Birth

Certification

Question applies to multiple boards

By checking the boxes below, I hereby certify and acknowledge, understand and agree to the following:

Question applies to multiple boards

The foregoing is true and correct to the best of my knowledge.

Yes No

Question applies to multiple boards

I expressly release and discharge the City of Commerce City and its agents and employees from any liability, claim or demand of any nature whatsoever; arising out of the dissemination of information I have provided herein.

Yes No

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

Question applies to multiple boards

I have read and understand the qualifications and the responsibilities for the board or commission to which I have applied, and certify I meet the qualifications to serve on the board or commission.

Yes No

PLANNING COMMISSION

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- RATING**
1. What does a “quality community for a lifetime” mean to you?

 2. Please explain your interests in serving on the Planning Commission and any past experiences with development, construction, and land and zoning use issues.

 3. What aspects of the city’s Comprehensive Plan, the document that lays out the long-term growth scenarios of the city, do you like or dislike?

 4. What are your views on the growth that is currently taking place in Commerce City? Are you familiar with the Council’s goals regarding growth and development?

 5. What are your thoughts on the relationship between the Historic City and the Northern Range? How do you envision the two areas interrelating over time?

 6. Explain how you see the role between the Planning Commission and the City Council.

TOTAL:

ZONING BOARD OF ADJUSTMENT

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- | | RATING |
|--|------------------------|
| 1. What does a “quality community for a lifetime” mean to you? | _____ |
| 2. What is your reason for wanting to serve on one of the city’s boards and commissions? Explain your interest in the Board of Adjustment. | _____ |
| 3. Are you familiar with the purpose of the Board of Adjustment? | _____ |
| 4. Do you have any past experiences reviewing the city’s Land Development Code? | _____ |
| 5. With the current growth in Commerce City, please tell us how you see the community evolving over time. | _____ |
| 6. Describe a situation where you had to make a decision based on facts as presented rather than personal feelings or opinions. | _____ |
| | TOTAL:
_____ |

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Housing Authority: Submitted

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

Jovan _____ K _____ Cardoza _____
First Name Middle Initial Last Name

Email Address

Home Address

Suite or Apt

COMMERCE CITY _____
City

CO _____
State

80022 _____
Postal Code

What Ward do you live in? *

[Ward Map](#)

Primary Phone

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

18

Absolute Mortgage and Lending _____ Residential Mortgage Loan
Employer Originator
Job Title

Number of Years Employed in the City.

Where did you hear about the vacancy for which you are applying?

Online

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

no

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

comfortable

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

I worked in public health for about 11 years in Commerce City. It was in the dental field, but working in Dentistry and understanding that over all health has much more to do than brushing, flossing and filling cavities. I understood how sometimes the environment in which a person lives can effect everything. Understanding and respecting cultural differences and how that could impact them overall. That included socio-economic status. Access to health care and the education piece when it came to oral hygiene and overall health. I think being in a place like that and understanding cultural sensitivity, understanding that not everything we think a person should know, is actually known. I learned to meet people where they are and worked to understand them as a person and fill in gaps if they needed help.

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

Please briefly state why you are interested in serving on this board or commission.

I would love to be a part of trying to offer solutions to housing insecurities in Commerce City. I am grateful that I have not been in a situation where I have need help. I feel that I learned a lot the hard way. I myself purchased a home before my mother did. And my father who was not really present never knew the feeling to own a property. I think having a safe place to live is essential to have a fair chance at anything.

Conflict of Interest Statement

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In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

no

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

no

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Question applies to Housing Authority

Do you own, or have an interest in, any property or business that receives funds or participates in a program administered by the Commerce City Housing Authority, or any HUD-backed program?

Yes No

Emergency Contact

Demographics

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Ethnicity

[Redacted]

Gender

[Redacted]

[Redacted]

Date of Birth

Certification

Question applies to multiple boards

By checking the boxes below, I hereby certify and acknowledge, understand and agree to the following:

Question applies to multiple boards

The foregoing is true and correct to the best of my knowledge.

Yes No

Question applies to multiple boards

I expressly release and discharge the City of Commerce City and its agents and employees from any liability, claim or demand of any nature whatsoever; arising out of the dissemination of information I have provided herein.

Yes No

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

Question applies to multiple boards

I have read and understand the qualifications and the responsibilities for the board or commission to which I have applied, and certify I meet the qualifications to serve on the board or commission.

Yes No

HOUSING AUTHORITY

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- | | RATING |
|--|---------------|
| 1. What does a “quality community for a lifetime” mean to you? | _____ |
| 2. What is your reason for wanting to serve on one of the city’s boards and commissions? Explain your interest in the Housing Authority. | _____ |
| 3. What do you hope to accomplish by serving on the Housing Authority? | _____ |
| 4. What do you see as the most pressing housing needs within the community? | _____ |
| 5. With the current growth in Commerce City, please tell us how you see the community evolving over time. | _____ |
| 6. How do you view the relationship between the City Council and the Housing Authority. | _____ |

TOTAL:

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Environmental Policy Advisory Committee: Submitted

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

David _____ T. _____ Williams _____
First Name Middle Initial Last Name

Email Address

Home Address

Suite or Apt

Commerce City _____
City

CO _____
State

80022 _____
Postal Code

What Ward do you live in? *

[Ward Map](#)

Primary Phone

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

8

David T. Williams and Associates, Engineers, LLC _____
Employer

President _____
Job Title

Number of Years Employed in the City.

8

Where did you hear about the vacancy for which you are applying?

city website

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

no

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

high level of comfort

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

Ph.D. from Colorado State University in Environmental Engineering BSCE and MSCE in Environmental Civil Engineering (Solid waste management, air quality control, water resource quality and management) Certified Professional in Erosion and Sediment Control (CPESC) Registered Professional Hydrologist (PH) Previously President of a 40-person water resources engineering firm for 15 years Board Certified Water Resources Engineer Owner of a Service-Disabled Veteran Owned Small Business (SDVOSB) in Commerce City

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

Past Chair, American Society of Civil Engineers (ASCE), technical committees on Computational Hydraulics, Stream Restoration, Risk and Uncertainty, and Sedimentation Past president, International Erosion Control Association (IECA) Fellow, ASCE Board of Trustees, American Association of Water Resources Engineers (AAWRE) Member, American Society of Testing and Materials (ASTM)

Please briefly state why you are interested in serving on this board or commission.

As an environmental engineer, I want to better the environment of the community I live in using the knowledge I have accumulated over my career.

Question applies to Environmental Policy Advisory Committee

Are you a member of a community organization or nonprofit?

Yes No

Question applies to Environmental Policy Advisory Committee

If yes, list names of organizations and/or nonprofits:

Question applies to Environmental Policy Advisory Committee

What is your personal lived experience or relationship to environmental issues within Commerce City?

I have seen numerous violations and practices (by government and private citizens) throughout Commerce City and wish to help alleviate the harm done to the environment.

Conflict of Interest Statement

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In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

none

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

none

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Emergency Contact

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity

Gender

Date of Birth

Certification

Question applies to multiple boards

By checking the boxes below, I hereby certify and acknowledge, understand and agree to the following:

Question applies to multiple boards

The foregoing is true and correct to the best of my knowledge.

Yes No

Question applies to multiple boards

I expressly release and discharge the City of Commerce City and its agents and employees from any liability, claim or demand of any nature whatsoever; arising out of the dissemination of information I have provided herein.

Yes No

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

Question applies to multiple boards

I have read and understand the qualifications and the responsibilities for the board or commission to which I have applied, and certify I meet the qualifications to serve on the board or commission.

Yes No

ENVIRONMENTAL POLICY ADVISORY COMMITTEE

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

RATING

1. What does a “quality community for a lifetime” mean to you?

- Qué significa para usted “una comunidad de calidad para toda la vida”?

2. Can you describe your vision for what a sustainable Commerce City would look like in the future?

- Puede describir su visión de cómo sería una Ciudad Comercio sostenible en el futuro?

3. What does the term “equity” mean to you? How should the City incorporate equity into its efforts to improve environmental quality in the community?

- Qué significa para usted el término “equidad”? Cómo debería la Ciudad incorporar la equidad en sus esfuerzos para mejorar la calidad ambiental en la comunidad?

4. What do you believe is currently the City’s largest environmental challenge? What obstacles or limitations do you think are preventing this challenge from being addressed?

-Cuál cree que es actualmente el mayor desafío ambiental de la ciudad? Qué obstáculos o limitaciones cree que están impidiendo abordar este desafío?

5. What environmental challenges do you think Commerce City may face in the future as it continues to grow? What are some potential strategies and methods to reduce those impacts?

- Qué desafíos ambientales crees que Commerce City puede enfrentar en el futuro a medida que continúa creciendo? Cuáles son algunas estrategias y métodos potenciales para reducir esos impactos?

6. If selected for this committee, what steps would you see yourself taking (or do you already take) to help facilitate conversations in the community around sustainability and environmental justice efforts?

- Si es seleccionado para este comité, ¿qué pasos se vería tomando (o ya está tomando) para ayudar a facilitar las conversaciones en la comunidad sobre los esfuerzos de sostenibilidad y justicia ambiental?

Extra room for notes is provided on the second page

TOTAL: _____

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Diversity, Equity, & Inclusion Commission: Submitted
Parks, Recreation & Golf Advisory Committee: Submitted

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

Marco Vega
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted] [Redacted]
Home Address Suite or Apt

Commerce city CO 80022
City State Postal Code

What Ward do you live in? *
[Redacted]

[Ward Map](#)

[Redacted] [Redacted]
Primary Phone Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

1

Employer Job Title

Number of Years Employed in the City.

Where did you hear about the vacancy for which you are applying?

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

No

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

I recently moved to Commerce city and would like to give back in any sort of way to the community. I am bilingual and great at public speaking.

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

Please briefly state why you are interested in serving on this board or commission.

Conflict of Interest Statement

Conflict of Interest is defined as the participation in any board/commission activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether direct or indirect.

In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

No

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

Yes, I own a home in Commerce city.

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Emergency Contact

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity

[Redacted]

Gender

[Redacted]

[Redacted]

Date of Birth

Certification

Question applies to multiple boards

By checking the boxes below, I hereby certify and acknowledge, understand and agree to the following:

Question applies to multiple boards

The foregoing is true and correct to the best of my knowledge.

Yes No

Question applies to multiple boards

I expressly release and discharge the City of Commerce City and its agents and employees from any liability, claim or demand of any nature whatsoever; arising out of the dissemination of information I have provided herein.

Yes No

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

Question applies to multiple boards

I have read and understand the qualifications and the responsibilities for the board or commission to which I have applied, and certify I meet the qualifications to serve on the board or commission.

Yes No

DIVERSITY, EQUITY, & INCLUSION COMMISSION

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- | | RATING |
|---|--------|
| 1. Why do you want to join the Diversity, Equity, & Inclusion Commission? | _____ |
| 2. What skills and traits do you possess that will positively contribute to the Diversity, Equity, & Inclusion Commission? | _____ |
| 3. Tell us your involvement in the community or other organizations that support our community, specifically with diversity, equity and/or inclusion efforts? | _____ |
| 4. How will you balance work and other outside activities with serving on the Diversity, Equity & Inclusion Commission? | _____ |
| 5. How do you envision the role of ensuring diversity, equity and/or inclusion in a “Quality Community for a Lifetime?” | _____ |

Total: _____

PARKS, RECREATION, & GOLF ADVISORY COMMITTEE

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- | | RATING |
|--|---------------|
| 1. What does a “Quality Community for a Lifetime” mean to you? | _____ |
| 2. Please tell us your favorite Commerce City Park, Recreation, and Golf amenity/program that you currently use or have used in the past. | _____ |
| 3. The Parks, Recreation, and Golf Advisory Committee holds monthly meetings in addition to hosting or participating in community events. Are you able to commit to attending meetings and volunteering during events? | _____ |
| 4. Please describe your comfort level with doing public outreach. | _____ |
| 5. What most interests you about being an active member of the committee? | _____ |

TOTAL:

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Youth Commission: Submitted

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

Aliyah
First Name

A
Middle Initial

Acevedo
Last Name

Question applies to Youth Commission

Age

16

Question applies to Youth Commission

Grade

11

Question applies to Youth Commission

School Name

[Redacted School Name]

[Redacted Email Address]

Email Address

[Redacted Home Address]

Home Address

[Redacted Suite or Apt]

Suite or Apt

Commerce City
City

CO
State

80022
Postal Code

What Ward do you live in? *

[Redacted Ward Name]

[Ward Map](#)

[Redacted Primary Phone]

Primary Phone

[Redacted Alternate Phone]

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

16

Commerce City

Employer

Youth Commission

Job Title

Number of Years Employed in the City.

3

Where did you hear about the vacancy for which you are applying?

Jennifer Penoncello

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

Commerce City Youth Commission

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

Extremely Comfortable

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

Question applies to Youth Commission

List any school, non-school and community activities you're involved in:

Cabinet Orchestra EPAC Adelante District Accountability Committee Rise Above Colorado Thespian Society Student Council Museum Volunteer Student Volunteer

Explain why you should be considered for appointment to the Commerce City Youth Commission:

I should be considered for the Commerce City Youth Commission because I am a leader in my community and am passionate about letting my peers voices be heard.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

Commerce City Youth Commission Rise above Teen Action Council Web Leader Student council

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

Commerce City Youth Commission Environmental Policy Advisory Committee

Please briefly state why you are interested in serving on this board or commission.

I am interested in serving on this commission because I am passionate about making my peers voices heard as well as working with other youth leaders.

Conflict of Interest Statement

Conflict of Interest is defined as the participation in any board/commission activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether direct or indirect.

In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Emergency Contact

Question applies to Youth Commission

First and Last Name

Cecilia Mendoza

Question applies to Youth Commission

Phone Number

[REDACTED]

Question applies to Youth Commission

Secondary Phone Number

[REDACTED]

Question applies to Youth Commission

Email

[REDACTED]

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity

[REDACTED]

Gender

[REDACTED]

[REDACTED]

Date of Birth

Certification

Question applies to Youth Commission

Meetings are the first and third Thursday of each month at 6:30 p.m. If appointed as a youth commissioner, can you commit to attending two meetings a month?

Yes No

Question applies to Youth Commission

This section is only to be filled out by those applying for an adult member position on the Youth Commission. If you are applying for a youth member position, please leave this section blank.

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

REAPPOINTMENT CHECKLIST

REVIEWER: _____

APPLICANT: _____

BOARD/COMMISSION: _____

- | | YES/NO |
|---|--------|
| 1. Did the member have regular attendance during their term? | _____ |
| 2. Did the member actively participate in meetings and events? | _____ |
| 3. Did the member regularly cause disruptions, side track discussions, or not treat their fellow board/commission members or staff with respect? | _____ |
| 4. Did the member volunteer, participate, and attend board/commission sponsored events outside of regular meetings? | _____ |
| 5. Did the member conduct themselves appropriately and communicate effectively as a representative of the city with other board and commission members, city council and staff, and residents at meetings and events? | _____ |
| 6. Do you recommend this member be reappointed for another term on the board/commission? | _____ |

Comments:

YOUTH COMMISSION – YOUTH INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- RATING**
1. Why do you want to join the Commerce City Youth Commission?

 2. What skills and traits do you possess that will positively contribute to the youth commission?

 3. Tell us your involvement in the community or other organizations that support our community?

 4. The youth commission has meetings twice a month and also has activities outside of the meetings. How would you balance school, extracurricular activities, and serving on the youth commission?

 5. How do you see youth making changes that will impact Commerce City and make it a quality community for all?

TOTAL:

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Cultural Council: Submitted

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

Nick _____ F _____ Gonzales _____
First Name Middle Initial Last Name

Email Address

Home Address

Suite or Apt

Commerce City _____
City

CO _____
State

80022 _____
Postal Code

What Ward do you live in? *

[Ward Map](#)

Primary Phone

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

26+ Years

Jacks Tire and Oil _____
Employer

Tire Tech _____
Job Title

Number of Years Employed in the City.

5

Where did you hear about the vacancy for which you are applying?

Jackie Gonzales

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

No

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

Music and Art

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

None

Please briefly state why you are interested in serving on this board or commission.

I already volunteer and help

Conflict of Interest Statement

Conflict of Interest is defined as the participation in any board/commission activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether direct or indirect.

In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

I have no conflict of interest

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

No

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Emergency Contact

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity

[Redacted]

Gender

[Redacted]

[Redacted]

Date of Birth

Certification

Question applies to multiple boards

By checking the boxes below, I hereby certify and acknowledge, understand and agree to the following:

Question applies to multiple boards

The foregoing is true and correct to the best of my knowledge.

Yes No

Question applies to multiple boards

I expressly release and discharge the City of Commerce City and its agents and employees from any liability, claim or demand of any nature whatsoever; arising out of the dissemination of information I have provided herein.

Yes No

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

Question applies to multiple boards

I have read and understand the qualifications and the responsibilities for the board or commission to which I have applied, and certify I meet the qualifications to serve on the board or commission.

Yes No

CULTURAL COUNCIL

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- | | RATING |
|--|---------------|
| 1. What does a “quality community for a lifetime” mean to you? | _____ |
| 2. Please explain your interest in serving on the city’s boards and commissions and why you chose to apply to serve on the Cultural Council. | _____ |
| 3. How do you feel you can contribute to the mission of the Cultural Council? | _____ |
| 4. The Cultural Council meets on the second Tuesday of every month at 6:00 PM and hosts and or participates in additional events in the community throughout the year. Are you able to commit to attending these events? | _____ |
| 5. What do you feel are the most significant cultural needs within the community that the Cultural Council can or should address? | _____ |
| 6. What do you wish to get from joining the Cultural Council? | _____ |

TOTAL: _____

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Diversity, Equity, & Inclusion Commission: Submitted
Parks, Recreation & Golf Advisory Committee: Submitted
Youth Commission: Submitted

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

Robert _____ C _____ Grandinetti _____
First Name Middle Initial Last Name

Question applies to Youth Commission

Age

Question applies to Youth Commission

Grade

Question applies to Youth Commission

School Name

[Redacted]

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

Suite or Apt

Commerce City _____
City

CO _____
State

80022 _____
Postal Code

What Ward do you live in? *

[Redacted]

[Ward Map](#)

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

Commerce City

27J schools/ retired

Employer

Substitute Teacher

Job Title

Number of Years Employed in the City.

Commerce City

Where did you hear about the vacancy for which you are applying?

Commerce City Connected

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

Commerce City

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

Excellent

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

Question applies to Youth Commission

List any school, non-school and community activities you're involved in:

At this time I'm working as a substitute teacher for the 27 Tj school district

Explain why you should be considered for appointment to the Commerce City Youth Commission:

Towards my end of my 10 year at United Airlines, I was working with a lot of students doing mentoring I wanna be able to make a difference, and share my knowledge and be able to improve the environment for our youth in the city

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

I worked at United Airlines for 47 years in management. I oversaw the United operation at DIA with United I have worked on several projects which involve operational enhancements improvements facility improvements I retired from United in March 2023

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

None

Please briefly state why you are interested in serving on this board or commission.

I am looking to make changes and get involved with different aspects of the community to be a part of any change that will be happening and being able to make a difference

Conflict of Interest Statement

Conflict of Interest is defined as the participation in any board/commission activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether direct or indirect.

In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

Commerce City

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Emergency Contact

Question applies to Youth Commission

First and Last Name

Robert Grandinetti

Question applies to Youth Commission

Phone Number

[Redacted]

Question applies to Youth Commission

Secondary Phone Number

[Redacted]

Question applies to Youth Commission

Email

[Redacted]

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity

[Redacted]

Gender

[Redacted]

[Redacted]

Date of Birth

Certification

Question applies to multiple boards

By checking the boxes below, I hereby certify and acknowledge, understand and agree to the following:

Question applies to multiple boards

The foregoing is true and correct to the best of my knowledge.

Yes No

Question applies to multiple boards

I expressly release and discharge the City of Commerce City and its agents and employees from any liability, claim or demand of any nature whatsoever; arising out of the dissemination of information I have provided herein.

Yes No

Question applies to Youth Commission

Meetings are the first and third Thursday of each month at 6:30 p.m. If appointed as a youth commissioner, can you commit to attending two meetings a month?

Yes No

Question applies to Youth Commission

This section is only to be filled out by those applying for an adult member position on the Youth Commission. If you are applying for a youth member position, please leave this section blank.

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

Question applies to multiple boards

I have read and understand the qualifications and the responsibilities for the board or commission to which I have applied, and certify I meet the qualifications to serve on the board or commission.

Yes No

DIVERSITY, EQUITY, & INCLUSION COMMISSION

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- | | RATING |
|---|--------|
| 1. Why do you want to join the Diversity, Equity, & Inclusion Commission? | _____ |
| 2. What skills and traits do you possess that will positively contribute to the Diversity, Equity, & Inclusion Commission? | _____ |
| 3. Tell us your involvement in the community or other organizations that support our community, specifically with diversity, equity and/or inclusion efforts? | _____ |
| 4. How will you balance work and other outside activities with serving on the Diversity, Equity & Inclusion Commission? | _____ |
| 5. How do you envision the role of ensuring diversity, equity and/or inclusion in a “Quality Community for a Lifetime?” | _____ |

Total: _____

PARKS, RECREATION, & GOLF ADVISORY COMMITTEE

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- | | RATING |
|--|---------------|
| 1. What does a “Quality Community for a Lifetime” mean to you? | _____ |
| 2. Please tell us your favorite Commerce City Park, Recreation, and Golf amenity/program that you currently use or have used in the past. | _____ |
| 3. The Parks, Recreation, and Golf Advisory Committee holds monthly meetings in addition to hosting or participating in community events. Are you able to commit to attending meetings and volunteering during events? | _____ |
| 4. Please describe your comfort level with doing public outreach. | _____ |
| 5. What most interests you about being an active member of the committee? | _____ |

TOTAL:

YOUTH COMMISSION – ADULT

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- RATING**
1. Why do you want to join the Commerce City Youth Commission?

 2. What skills and traits do you possess that will positively contribute to the youth commission?

 3. Tell us your involvement in the community or other organizations that support our community?

 4. The youth commission has meetings twice a month and also has activities outside of the meetings. How would you balance work, extracurricular activities, and serving on the youth commission?

 5. How do you envision the role of youth in a “Quality Community for a Lifetime?”

TOTAL:

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Cultural Council: Submitted

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

Jan

First Name

Cruz

Last Name

Middle Initial

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

Suite or Apt

Commerce City

City

CO

State

80022

Postal Code

What Ward do you live in? *

[Redacted]

[Ward Map](#)

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

<1

VA Medical Center

Employer

Nurse Practitioner

Job Title

Number of Years Employed in the City.

0

Where did you hear about the vacancy for which you are applying?

Commerce City Connected

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

no

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

good

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

I have a masters in public health where I learned about peoples health and culture. Units in Arts and Humanities in my Bachelor's program. I'm a first generation immigrant. Part time writer, and have appreciation of the theater and jazz music.

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

I am a member of a Filipino-American book club. Also an officer for the American Nephrology Nurses Association Colorado Chapter, and the national Diversity, Equity, Inclusion Committee.

Please briefly state why you are interested in serving on this board or commission.

To learn the workings of government for future career in government service. To contribute diversity to the council. To share my point of view in entertainment.

Conflict of Interest Statement

Conflict of Interest is defined as the participation in any board/commission activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether direct or indirect.

In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

n/a

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

I live in Commerce City, which is my primary residence. No obvious conflict of interest noted.

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Emergency Contact

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity

[Redacted]

Gender

[Redacted]

[Redacted]

Date of Birth

Certification

Question applies to multiple boards

By checking the boxes below, I hereby certify and acknowledge, understand and agree to the following:

Question applies to multiple boards

The foregoing is true and correct to the best of my knowledge.

Yes No

Question applies to multiple boards

I expressly release and discharge the City of Commerce City and its agents and employees from any liability, claim or demand of any nature whatsoever; arising out of the dissemination of information I have provided herein.

Yes No

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

Question applies to multiple boards

I have read and understand the qualifications and the responsibilities for the board or commission to which I have applied, and certify I meet the qualifications to serve on the board or commission.

Yes No

CULTURAL COUNCIL

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- | | RATING |
|--|---------------|
| 1. What does a “quality community for a lifetime” mean to you? | _____ |
| 2. Please explain your interest in serving on the city’s boards and commissions and why you chose to apply to serve on the Cultural Council. | _____ |
| 3. How do you feel you can contribute to the mission of the Cultural Council? | _____ |
| 4. The Cultural Council meets on the second Tuesday of every month at 6:00 PM and hosts and or participates in additional events in the community throughout the year. Are you able to commit to attending these events? | _____ |
| 5. What do you feel are the most significant cultural needs within the community that the Cultural Council can or should address? | _____ |
| 6. What do you wish to get from joining the Cultural Council? | _____ |

TOTAL: _____

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Diversity, Equity, & Inclusion Commission: Submitted

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

Steven _____ S _____ Vanheusen _____
First Name Middle Initial Last Name

Email Address

Home Address

Suite or Apt

Commerce City _____
City

CO _____
State

80022 _____
Postal Code

What Ward do you live in? *

[Ward Map](#)

Primary Phone

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

25

Employer Job Title

Number of Years Employed in the City.

Where did you hear about the vacancy for which you are applying?

City website

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

No

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

Basic

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

Founding member of Wyman Historic District, Denver. Former member of CHUN, Denver. Former officer on board of Uptown on the Hill, Denver.

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

Current member of Parasol Patrol Colorado. Volunteer and supporter of Golden Nugget Sisters of Perpetual Indulgence Abbey of the Rocky Mountain Cloysters.

Please briefly state why you are interested in serving on this board or commission.

For the past 25 years I have felt unwelcome and in danger in Commerce City. I have decided that I will not tolerate hate or intimidation in my city any longer. This vow applies to any marginalized or under-represented community or person.

Conflict of Interest Statement

Conflict of Interest is defined as the participation in any board/commission activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether direct or indirect.

In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

No

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

No

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Emergency Contact

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity



Gender



Date of Birth

Certification

Question applies to multiple boards

By checking the boxes below, I hereby certify and acknowledge, understand and agree to the following:

Question applies to multiple boards

The foregoing is true and correct to the best of my knowledge.

Yes No

Question applies to multiple boards

I expressly release and discharge the City of Commerce City and its agents and employees from any liability, claim or demand of any nature whatsoever; arising out of the dissemination of information I have provided herein.

Yes No

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

Question applies to multiple boards

I have read and understand the qualifications and the responsibilities for the board or commission to which I have applied, and certify I meet the qualifications to serve on the board or commission.

Yes No

DIVERSITY, EQUITY, & INCLUSION COMMISSION

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- | | RATING |
|---|--------|
| 1. Why do you want to join the Diversity, Equity, & Inclusion Commission? | _____ |
| 2. What skills and traits do you possess that will positively contribute to the Diversity, Equity, & Inclusion Commission? | _____ |
| 3. Tell us your involvement in the community or other organizations that support our community, specifically with diversity, equity and/or inclusion efforts? | _____ |
| 4. How will you balance work and other outside activities with serving on the Diversity, Equity & Inclusion Commission? | _____ |
| 5. How do you envision the role of ensuring diversity, equity and/or inclusion in a “Quality Community for a Lifetime?” | _____ |

Total: _____

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Youth Commission: Submitted

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

April _____ A _____ Acevedo _____
First Name Middle Initial Last Name

Question applies to Youth Commission

Age

13

Question applies to Youth Commission

Grade

8th

Question applies to Youth Commission

School Name

[Redacted School Name]

[Redacted Email Address]

Email Address

[Redacted Home Address]

Home Address

[Redacted Suite or Apt]

Suite or Apt

Commerce City _____
City

CO _____
State

80022 _____
Postal Code

What Ward do you live in? *

[Redacted Ward Name]

[Ward Map](#)

[Redacted Primary Phone]

Primary Phone

[Redacted Alternate Phone]

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

13

Employer

Job Title

Number of Years Employed in the City.

Where did you hear about the vacancy for which you are applying?

Aliyah Acevedo

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

Very good

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

Question applies to Youth Commission

List any school, non-school and community activities you're involved in:

Music

Question applies to Youth Commission

Explain why you should be considered for appointment to the Commerce City Youth Commission:

I should be considered for the Commerce City youth commission because I'm passionate about volunteering for my community.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

Working under pressure Technology skills

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

•Web leader •Band •Orchestra

Please briefly state why you are interested in serving on this board or commission.

I am interested in serving on this commission because I would like to improve my leadership and communication skills alongside others who strive to do the same.

Conflict of Interest Statement

Conflict of Interest is defined as the participation in any board/commission activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether direct or indirect.

In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

My sister is the Chair of the Youth Commission as well as serves on the Environmental Policy Advisory Committee.

Emergency Contact

Question applies to Youth Commission

First and Last Name

Cecilia Mendoza

Question applies to Youth Commission

Phone Number

[Redacted]

Question applies to Youth Commission

Secondary Phone Number

[Redacted]

Question applies to Youth Commission

Email

[Redacted]

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity

[Redacted]

Gender

[Redacted]

[Redacted]

Date of Birth

Certification

Question applies to Youth Commission

Meetings are the first and third Thursday of each month at 6:30 p.m. If appointed as a youth commissioner, can you commit to attending two meetings a month?

Yes No

Question applies to Youth Commission

This section is only to be filled out by those applying for an adult member position on the Youth Commission. If you are applying for a youth member position, please leave this section blank.

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

YOUTH COMMISSION – YOUTH INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- RATING**
1. Why do you want to join the Commerce City Youth Commission?

 2. What skills and traits do you possess that will positively contribute to the youth commission?

 3. Tell us your involvement in the community or other organizations that support our community?

 4. The youth commission has meetings twice a month and also has activities outside of the meetings. How would you balance school, extracurricular activities, and serving on the youth commission?

 5. How do you see youth making changes that will impact Commerce City and make it a quality community for all?

TOTAL:

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Youth Commission: Appointed

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

Megan

First Name

Pham

Last Name

Middle Initial

Question applies to Youth Commission

Age

17

Question applies to Youth Commission

Grade

12

Question applies to Youth Commission

School Name

[Redacted School Name]

[Redacted Email Address]

Email Address

[Redacted Home Address]

Home Address

[Redacted Suite or Apt]

Suite or Apt

Commerce City

City

CO

State

80022

Postal Code

What Ward do you live in? *

[Redacted Ward Name]

[Ward Map](#)

[Redacted Primary Phone]

Primary Phone

[Redacted Alternate Phone]

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

17

Employer

Job Title

Number of Years Employed in the City.

Where did you hear about the vacancy for which you are applying?

I am currently a youth commission member.

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

Commerce City Youth Commission

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

Very Comfortable.

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

Question applies to Youth Commission

List any school, non-school and community activities you're involved in:

I'm currently involved in the Youth Commission as vice chair and have been in the commission for 3 years. I'm also heavily involved in my Video Cinema Arts class where I help film movies inside and outside of school. I'm also currently in my school's National Honors Society and Video Cinema Arts Leadership Council which both provide me with extra opportunities for community volunteer work. Outside of school, I babysit in my neighborhood for multiple families.

Explain why you should be considered for appointment to the Commerce City Youth Commission:

I should be considered for appointment because I'm a diligent worker and strive to put in my best efforts in whatever projects or work I take on. I also believe heavily in the importance of having youth voices advocating in our community because we are a fundamental aspect of the future of Commerce City. Youth perspective is so important when you're planning activities for the community as a whole, or addressing problems and concerns that happen in places like schools and neighborhoods. And I would like to be a part of this voice of perspective, and help support and represent youth in Commerce City.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

- Being in Video Cinema Arts for 7 years; which is a class centered around script writing and film production, has helped me develop loads of public speaking skills. As well as, organizational skills which I believe will enhance my ability to help this commission establish more volunteer projects, as well as organizing and leading commission discussions. - I have been on my school's prom committee and Video Cinema Arts Leadership Council which has helped to further develop my scheduling, networking, and organization skills. - Taking rigorous classes at my school such as APs and classes from colleges has developed my discipline and work ethic.

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

Commerce City Youth Commission, National Honors Society, Video Cinema Arts Leadership Council, my school's prom committee, my school's yearbook team, Northfield High School's volleyball team, and various babysitting jobs. I also participate in my school's Asian American and Pacific Islander club. Over the last five years, I have participated in multiple summer camps exploring various career paths such as engineering/STEM, cyber security, entrepreneurship/finance, and the medical field. I have also been to multiple conferences advocating for youth leadership with the Youth Commission.

Please briefly state why you are interested in serving on this board or commission.

I would like to continue being able to serve on this commission because I believe it has given me so many opportunities to grow as a leader for myself and my community. I really enjoy working with everyone on this commission already, and I want to continue to contribute and support everyone in future commission projects and discussions. Adding on, I enjoy being able to volunteer in multiple events every year because it's an outlet for me to give back to my community which is a priority for me.

Conflict of Interest Statement

Conflict of Interest is defined as the participation in any board/commission activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether direct or indirect.

In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Emergency Contact

Question applies to Youth Commission

First and Last Name

Karen Pham

Question applies to Youth Commission

Phone Number

[REDACTED]

Question applies to Youth Commission

Secondary Phone Number

[REDACTED]

Question applies to Youth Commission

Email

[REDACTED]

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity

[Redacted]

Gender

[Redacted]

[Redacted]

Date of Birth

Certification

Question applies to Youth Commission

Meetings are the first and third Thursday of each month at 6:30 p.m. If appointed as a youth commissioner, can you commit to attending two meetings a month?

Yes No

Question applies to Youth Commission

This section is only to be filled out by those applying for an adult member position on the Youth Commission. If you are applying for a youth member position, please leave this section blank.

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

REAPPOINTMENT CHECKLIST

REVIEWER: _____

APPLICANT: _____

BOARD/COMMISSION: _____

- | | YES/NO |
|---|--------|
| 1. Did the member have regular attendance during their term? | _____ |
| 2. Did the member actively participate in meetings and events? | _____ |
| 3. Did the member regularly cause disruptions, side track discussions, or not treat their fellow board/commission members or staff with respect? | _____ |
| 4. Did the member volunteer, participate, and attend board/commission sponsored events outside of regular meetings? | _____ |
| 5. Did the member conduct themselves appropriately and communicate effectively as a representative of the city with other board and commission members, city council and staff, and residents at meetings and events? | _____ |
| 6. Do you recommend this member be reappointed for another term on the board/commission? | _____ |

Comments:

YOUTH COMMISSION – YOUTH INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

- RATING**
1. Why do you want to join the Commerce City Youth Commission?

 2. What skills and traits do you possess that will positively contribute to the youth commission?

 3. Tell us your involvement in the community or other organizations that support our community?

 4. The youth commission has meetings twice a month and also has activities outside of the meetings. How would you balance school, extracurricular activities, and serving on the youth commission?

 5. How do you see youth making changes that will impact Commerce City and make it a quality community for all?

TOTAL:

Profile

Question applies to multiple boards

If you need additional resources or assistance filling out the application in another language, please reach out to the Clerk's Office at 303-289-3676.

Which Boards would you like to apply for?

Parks, Recreation & Golf Advisory Committee: Appointed

Only check the box of the boards or commissions you are currently applying for this recruitment cycle. **If you are currently serving on a board or commission the bodies you are currently serving on will automatically be checked. If you are not reapplying for a body make sure those boxes are not selected when submitting a new application.**

Shawn

First Name

Mcdowell

Last Name

Middle Initial

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

Suite or Apt

Henderson

City

CO

State

80640

Postal Code

What Ward do you live in? *

[Redacted]

[Ward Map](#)

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Do you currently reside within the City of Commerce City?

Yes No

Number of years residing in Commerce City

13

Employer

Job Title

Number of Years Employed in the City.

Where did you hear about the vacancy for which you are applying?

I am currently on the committee.

Are you a registered voter?

Yes No

Do you presently serve on a Commerce City or any other governmental entity Board or Commission,? If yes, please list.

No

Are you applying for reappointment to a board or commission?

Yes No

Staff liaisons communicate with board and commission members via email and meeting agendas are distributed electronically online. Please describe your level of comfort with using technology.

Expert

Experience and Civic Activities

Please tell us about yourself and why you want to serve.

List any training, experience, education, or skills that would enhance your ability to serve on this board/commission.

I have a degree in City Planning, have been a Neighborhood President, and am an avid user of local recreational facilities.

List all civic/professional/sports organizations and activities in which you have participated during the last five years.

River Oaks Neighborhood - Design Review Committee Boy Scouts of America - Scoutmaster Parks, Recreation, and Golf Advisory Committee - Member

Please briefly state why you are interested in serving on this board or commission.

I am interested in connecting people to additional recreational opportunities with the mission of having a healthier and happier community. I would like to help guide the use of City resources to continue developing a quality community where residents want and can afford to live, raise their families, and enjoy Colorado.

Conflict of Interest Statement

Conflict of Interest is defined as the participation in any board/commission activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether direct or indirect.

In accordance with this definition, do you have legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? If yes, please explain:

I do not have any conflicts of interest.

In accordance with this definition, do you own any real property located in Commerce City or Adams County in which you have a legal or equitable interest which could be construed as a conflict of interest? If yes, please explain:

I do not have any conflicts of interest. I only own my primary residence.

Are you related to any City of Commerce City employees or elected officials? If yes, please explain:

Yes No

If yes, please explain:

Emergency Contact

Demographics

The following information helps track our recruitment and diversity efforts. None of the questions below are required, nor will they be used in anything other than data gathering to ensure every citizen is adequately engaged to represent their community.

Ethnicity

[Redacted]

Gender

[Redacted]

[Redacted]

Date of Birth

Certification

Question applies to multiple boards

By checking the boxes below, I hereby certify and acknowledge, understand and agree to the following:

Question applies to multiple boards

The foregoing is true and correct to the best of my knowledge.

Yes No

Question applies to multiple boards

I expressly release and discharge the City of Commerce City and its agents and employees from any liability, claim or demand of any nature whatsoever; arising out of the dissemination of information I have provided herein.

Yes No

To be considered for a position on a board or commission the City of Commerce City may need to conduct a criminal background check on me. I therefore authorize the City of Commerce City to conduct a criminal background investigation, including obtaining my criminal history from law enforcement agencies. I understand that information resulting from such an investigation may be subject to public scrutiny under the Colorado Open Records Act.

Yes No

I understand that my application is a public records and can be requested at anytime under the Colorado Open Records Act.

Yes No

Question applies to multiple boards

I have read and understand the qualifications and the responsibilities for the board or commission to which I have applied, and certify I meet the qualifications to serve on the board or commission.

Yes No

REAPPOINTMENT CHECKLIST

REVIEWER: Maria Jepson

APPLICANT: Shawn Mcdowell

BOARD/COMMISSION: PRG Advisory Committee

- | | YES/NO |
|---|------------|
| 1. Did the member have regular attendance during their term? | YES |
| 2. Did the member actively participate in meetings and events? | <u>YES</u> |
| 3. Did the member regularly cause disruptions, side track discussions, or not treat their fellow board/commission members or staff with respect? | <u>YES</u> |
| 4. Did the member volunteer, participate, and attend board/commission sponsored events outside of regular meetings? | <u>YES</u> |
| 5. Did the member conduct themselves appropriately and communicate effectively as a representative of the city with other board and commission members, city council and staff, and residents at meetings and events? | <u>YES</u> |
| 6. Do you recommend this member be reappointed for another term on the board/commission? | <u>YES</u> |

Comments:

We are very supportive of Mr McDowell's term being continued. He has been very engaged in numerous ways including recruiting and encouraging others to join this or other B&C's that have openings. His attendance has been stellar and if he needs to miss a meeting for any reason, he communicates that in advance and follows up to ensure he doesn't miss any time sensitive topics. He is very vocal, shares beneficial feedback and has volunteered for several community engagement activities including multiple community outreach events for the PRG Master Plan feedback collection that is currently underway. He sets the bar pretty high for himself and the other members as well and we are fortunate to have members that show his level of commitment as well as a true interest in PRG as well as the community as a whole.

PARKS, RECREATION, & GOLF ADVISORY COMMITTEE

INTERVIEW QUESTIONS

APPLICANT: _____

<u>Rating Scale</u>				
1 = low	2 = below average	3 = average	4 = above average	5 = high

RATING

1. Why do you want to continue serving on the PRG Advisory Committee? _____

2. Please tell us your favorite Commerce City Park, Recreation, and Golf amenity/program that you currently use or have used in the past. _____

3. How have you balanced work and other outside activities with serving on the PRG Advisory Committee? _____

4. Please describe your comfort level with doing public outreach. _____

5. What most interests you about being an active member of the committee? _____

TOTAL: _____

Council Policy #CP-3

SUBJECT: Boards and Commissions

POLICY STATEMENT: It is the policy of the Council to obtain quality representation on City boards and commissions, to encourage all members of the community to volunteer on boards and commissions and to establish guidelines to govern City boards and commissions.

A. APPOINTMENT, REAPPOINTMENT AND VACANCIES

1. Appointment

a. Citizens interested in serving on a board or commission shall submit an application to the City Clerk.

b. The City Clerk will submit the respective application materials to Council for their consideration.

c. All new candidates for any board or commission vacancy shall be subject to an interview process as required by Council.

d. Due to the nature of responsibilities of the City's various boards and commissions, applicants may be required to undergo background checks prior to appointment. The City Manager will review any background information on applicants and provide Council the information on the candidates. All background information is confidential and should only be used for the purposes above. No person with official access to this information shall utilize it for any other purpose nor share with any other individuals not authorized, including the applicant.

e. Applicants for City boards and commissions will be notified of the Council's decision made at a regularly scheduled council meeting.

f. Council members' or department directors' family members, as defined by the nepotism policy, shall not be allowed to fill a seat on a board or commission.

2. Reappointment

a. The City Clerk's Office is responsible for monitoring the terms of members of the various boards and commissions and will notify each member of his/her expiring term. If the member wishes to be reappointed, the member shall fill out an application and submit it to the City Clerk for Council consideration.

b. City staff will document past participation of each member who desires to be reappointed and submit the same to the Council along with the application by the member wishing reappointment.

c. All existing board or commission members and alternates can be subject to an interview process as required by Council.

d. Applicants for reappointment on boards and commissions will be notified of the Council's decision made at a regularly scheduled council meeting.

3. Criteria for appointment and reappointment

a. No conflicts.

b. Regular attendance (not missing more than two (2) meetings without a valid excuse).

c. Participation.

d. Preparation.

e. Support of community.

f. Respect for staff and public.

g. Working for community versus personal purposes.

h. Indication of a desire to promote and act in accord with established policies of the City and Council's vision for the City.

4. Vacancies

a. In addition to the provisions established by the City Charter and/or Municipal Code, a vacancy is identified by (1) newly-created seat on a board or commission, or (2) an expired term after a successor has been duly appointed.

b. Solicitations to fill vacancies may be in the form of (1) press releases to the local media, (2) posting a notice at the officially-designated posting locations, (3) City website, (4) City newsletter, and (5) cable television.

5. Needs of members

a. To know Council's vision; once board and commission members are seated, they will meet with Council members; they will receive orientation and training by staff.

- b. To understand their roles, authority and prohibitions.
- c. To know annual priorities of Council.
- d. To know the process and parameters within which to work, including citizen involvement.
- e. To know what to do when board or commission members and Council members disagree.
- f. Chairs and vice-chairs shall receive support training from staff.

B. TERMS OF OFFICE

- 1. Terms established
 - a. The length of the terms of office for boards and commissions is defined in the City Charter, the Municipal Code or by-laws.
 - b. The terms will begin and expire as determined by the City Council.

C. ROLES AND RESPONSIBILITIES

- 1. The roles and responsibilities for each board and commission are set by the City Charter, ordinance, enabling legislation or by Council.
- 2. In absence of other by-laws, meetings will be conducted using Robert's Rules of Order.

D. ORIENTATION, TRAINING AND DECISION MAKING – CITY BOARDS AND COMMISSIONS

- 1. All newly appointed members of City boards and commissions will be provided an orientation as to their roles and responsibilities as a member of that board or commission. This orientation shall be provided by the City department responsible for staffing said board or commission, and shall be provided as soon as possible following the new member's appointment.
- 2. On an annual basis, on-going training may be provided to all board and commission members.
- 3. As determined by the Council, the Council shall schedule a meeting(s) to meet with all board and commission members for the purpose of providing additional orientation to board and commission members on City issues impacting their responsibility, and to enhance communication and coordination of Council and board and commission activities and responsibilities. The Council may call other meetings with any

or all of the boards and commissions whenever deemed appropriate or necessary to provide additional training or to facilitate Council/board and commission communication.

4. City staff will make available, on a periodic basis, additional in-house and outside training that would enhance the ability of board and commission members to perform their roles and responsibilities. Board and commission members will be encouraged to participate in such training when it is made available. The City department staffing the respective board or commission will have primary responsibility to identify and make available this training.

5. Members of the City boards and commissions are expected to comply with Council adopted policies which may include policies related to conflict of interest, ethics, discrimination and sexual harassment. Board and commission members will be provided with a copy of these policies for their guidance.

6. Board and commission chairs shall meet as necessary with the Mayor and/or Council to provide feedback and to be kept informed.

7. If an issue arises during a board or commission meeting and the appointed Council member is unsure of the City's position, the Council member shall endeavor to delay a decision until the Council can be consulted. If a delay is not possible, the Council member shall endeavor to contact the City Manager or City Attorney and, in their absence, other staff, to confirm whether the City has adopted a position. If a position has been adopted, the Council member shall vote according to the position adopted by the City.

E. APPOINTMENT OF COUNCIL MEMBERS TO NON-CITY BOARDS AND COMMISSIONS

1. The City Council, at their reorganization meeting, shall designate Council members to serve at will on the various boards and commissions where Council appointment is in order, including the designation of alternates. Appointment of Council members to Council committees shall also be done during the reorganization meeting. The biennial reorganization meeting shall be held the second Monday following the regular municipal election in November unless otherwise determined by the City Council.

2. If the appointed Council member is not available or is not able to continue service for whatever reason on the board or commission to which the Council member was appointed, or if the City Council in its sole discretion desires to appoint a replacement, the City Council shall appoint a replacement from the Council.

3. If an issue arises during a board or commission meeting and the appointed Council member or seated alternate is unsure of the City's position, the Council member will diligently seek to learn of the City's position from the City Manager or City Attorney and, in their absence, from other staff, to confirm whether the City has adopted a

position. If a position has been adopted, the Council member shall vote according to the position adopted by the City. If no position has been adopted, the Council member shall exercise his/her best judgment to vote in a manner that best reflects the goals and visions of the City.