

# MEMO

**To:** City Council Boards & Commissions Committee Members  
**From:** Kim Garland, Deputy City Clerk  
**Subject: Board & Commission Applicant Interviews**  
**Date:** October 22, 2024

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## MEETING DETAILS

Interviews will be held on Saturday, October 26<sup>th</sup>, via Zoom. Please join the meeting no later than 9:30 a.m. for a brief orientation and 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 me know how you wish to proceed regarding final recommendations.

## INTERVIEW SCHEDULE FOR OCTOBER 26

Each applicant will have 15 minutes to interview and has been instructed to join at their scheduled interview time. Applicants applying to multiple boards will have extra time allotted for multiple interviews. I 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**

<b>Time</b>	<b>Applicant</b>	<b>Desired Board</b>
10:00 AM	Dierdre (Dee Dee) Gilliam	Diversity, Equity & Inclusion Commission
10:15 AM	Kelly Reyos*	Cultural Council
10:30 AM	Harjas Thiara	Youth Commission
10:45 AM	Roxanne Nice*	Citizens Public Safety Advisory
11:00 AM	Joe Frey-waite	Parks, Recreation & Golf Advisory Committee
11:15 AM	Joe Frey-waite	Planning Commission
11:30 AM	Joe Frey-waite	Zoning Board of Adjustment
11:45 AM	Break	Break
12:00 PM	Ryan Keefer	Planning Commission
12:15 PM	Joanne Stranahan	Diversity, Equity & Inclusion Commission
12:30 PM	Dana Ramirez Zamora	Youth Commission
12:45 PM	Valerie Wickey	Quality Community Foundation
1:00 PM	Michael Stegman*	Parks, Recreation & Golf Advisory Committee
1:15 PM	Vania Ledezma	Youth Commission

1:30 PM	END	
* - Applying for reappointment		

## MEMO CONTINUED

### BOARD & COMMISSION VACANCIES

There are a total of 37 vacancies.

<b>Board Name</b>	<b>Positions Available</b>	<b>Applicant List</b>
Citizens Public Safety Advisory Board	6 Regular Members	Roxanne Nice*
Cultural Council	1 Regular Members	Kelly Reyos*
Derby Review Board	2 Alternate Members	N/A
Diversity, Equity, & Inclusion Commission	2 Regular Members	Dierdre Gilliam Joanne Stranahan
EPAC	1 Alternate Member 3 Regular Meeting	N/A
Housing Authority*	1 Alternate Member	N/A
Parks, Recreation & Golf Advisory Board	3 Regular	Michael Stegman* Joe Frey-waite
Planning Commission	1 Alternate Members	Ryan Keefer Joe Frey-waite
Quality Community Foundation	4 Regular Members	Valerie Wickey Elizabeth Dikeman
Senior Commission	1 Alternate Members	N/A
Veterans Commission	1 Regular Members 2 Alternate Members 3 Ex Officio Members	N/A
Youth Commission	2 Adult Members 3 Youth Members	Jorge Ramirez Zamora Dana Ramirez Zamora Vania Ledezma Harjas Thiara
Zoning Board of Adjustment	1 Regular Member 3 Alternate Members	Joe Frey-waite
* - Applying for Reappointment		

**ATTACHMENTS**

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

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**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?**

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Diversity, Equity, & Inclusion Commission: Eligible

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.**

Dierdre

First Name

A

Middle  
Initial

Gilliam

Last Name

Email Address

Home Address

Suite or Apt

Commerce City

City

CO

State

80022

Postal Code

**What Ward do you live in? \***

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[Ward Map](#)

Primary Phone

Alternate Phone

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**Do you currently reside within the City of Commerce City?**

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Yes  No

**Number of years residing in Commerce City**

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3

Semi retired

Employer

Nurse Consultant

Job Title

**Number of Years Employed in the City.**

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

C3 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.**

Adams County Board of Health

**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

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**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 am a public health nursing professional who has designed programs to benefit underserved communities, with a focus on social determinants of health, and a trauma- informed focus on systemic issues.

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

Adams County BOH Vice Chair, 2022-present CO Public Health Association Sigma Theta Tau Honor Society CO Council of Black Nurses

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

My daughters attended DuPont Elementary many years ago, and we attended church at Goode Centennial for many years. I watched the community grow and change, and struggle with new residents and how to include them. I lived out of state for many years, and have come back to see some of the same struggles happening. I have spent a career as a servant leader, and believe I can help bring a different perspective to the discussion.

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## 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:

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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:

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No

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

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Yes  No

If yes, please explain:

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## Emergency Contact

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## 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

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### Gender

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Date of Birth

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## Certification

Dierdre A Gilliam



**Are interested in serving on any other board or commission?**

---

Not sure

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.**

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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.**

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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.**

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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?**

Cultural Council: Eligible

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.**

Kelly \_\_\_\_\_ Reyos \_\_\_\_\_  
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

Western Midstream \_\_\_\_\_  
Employer

Landman II \_\_\_\_\_  
Job Title

**Number of Years Employed in the City.**

---

8

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

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Renewing

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**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.**

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Cultural Council

**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.**

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Comfortable

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## **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.**

---

2nd term

**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.**

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## **Conflict of Interest Statement**

Kelly Reyos

**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:**

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**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:**

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

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Yes  No

**If yes, please explain:**

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## **Emergency Contact**

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## **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**

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### **Gender**

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Date of Birth

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## **Certification**

**Are interested in serving on any other board or commission?**

---

No

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.**

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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.**

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Yes  No

# CULTURAL COUNCIL

## REAPPOINTMENT 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 continuing to serve on the Cultural Council.                                                                                                                                                                   | _____        |
| 3. How do you feel you can continue to 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 continue to commit to attending these meetings and 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 continuing to serve on 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?**

Youth Commission: Eligible

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.**

Harjas

First Name

K

Middle Initial

Thiara

Last Name

Question applies to Youth Commission

**Age**

15

Question applies to Youth Commission

**Grade**

Junior

Question applies to Youth Commission

**School 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**

15 years

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.**

**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.**

I'm comfortable with technology

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## **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 involved in many sports both for my school and club. I do community service at my church every week which is also located here in commerce city. I love to help my people out in any way that I can.

Question applies to Youth Commission

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

I believe I should be considered because I love my community here and would love to work with my peers. I would like to meet new people and face challenges outside of sports.

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

---

Over the years I have put myself in position to be accessible to my community and family. Whether that requires me to volunteer at my church or helping with the family business. through these experiences I have learned accountability and what it means to be responsible.

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

---

I play basketball, volleyball, and soccer. I also play club basketball. I am a member of Colorado Singh Sabha (my church). I also am apart of Honors Society.

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

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Although I have lots of experience with different groups of people, I would love to be apart of something bigger and better. I would love to serve my community on a different level. I would love to learn to interact with more people away from sports.

---

**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:**

---

I am not

**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

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

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Yes  No

**If yes, please explain:**

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**Emergency Contact**

Harjas K Thiara

Question applies to Youth Commission

**First and Last Name**

Manjit Thiara

Question applies to Youth Commission

**Phone Number**

Question applies to Youth Commission

**Secondary Phone Number**

Question applies to Youth Commission

**Email**

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**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**

**Are interested in serving on any other board or commission?**

---

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

Harjas K Thiara

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.**

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Yes  No

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

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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?**

Citizens Public Safety Advisory Board: Eligible

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.**

Roxanne

First Name

N

Middle Initial

Nice

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**

23

Self Employed

Employer

Consultant

Job Title

**Number of Years Employed in the City.**

---

n/a

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

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Current Board Member

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**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.**

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No

**Are you applying for reappointment to a board or commission?**

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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.**

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Extreme

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**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.**

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- Over 12 years of law enforcement experience as a Senior Probation Officer, collaborating with law enforcement, courts, and community organizations. - Proven leadership in founding and managing a charter school, and as CEO of Linked Consulting LLC, where I developed strategic business plans. - Executive Director of the Family and Community Engagement Department at Denver Public Schools, strengthening community partnerships. These qualifications provide a strong foundation in law enforcement, community engagement, and strategic leadership for effective service on the Citizens Public Safety Advisory Board.

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

---

FastCAT Dog Sports (Ongoing) Participation in FastCAT with my Miniature Schnauzer, Lulu. Semi-retired for the past six-years so I'm no longer involved in professional activities other than service on this board.

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

---

I am interested in serving on the Citizens Public Safety Advisory Board because I am passionate about enhancing community safety and fostering strong relationships between law enforcement and the community. My extensive experience in law enforcement, community engagement, and strategic leadership equips me to contribute effectively to the board's mission. I am committed to using my skills to support informed decision-making and to ensure that public safety initiatives reflect the needs and values of the community.

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**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:**

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Yes  No

**If yes, please explain:**

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**Emergency Contact**

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**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**

**Are interested in serving on any other board or commission?**

Open to options

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: \_\_\_\_\_

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:**

# CITIZENS PUBLIC SAFETY ADVISORY BOARD

## 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 citizens public safety advisory board.  
\_\_\_\_\_
  3. What do you hope to accomplish by serving on the Board?  
\_\_\_\_\_
  4. How would you contribute to the police department’s continued improvement?  
\_\_\_\_\_
  5. Please tell us about a time when you became aware of a problem and how you provided advice that assisted in either improving the situation or solving the problem.  
\_\_\_\_\_
  6. This board meets every fourth Thursday of the month at 4:00 PM and regularly hosts and participates in community events. How would you balance work, extracurricular activities, and serving on the Board?  
\_\_\_\_\_

**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: Archived

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.**

Joe \_\_\_\_\_ R \_\_\_\_\_ Frey-waite \_\_\_\_\_  
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**

New

City of Thornton \_\_\_\_\_  
Employer

Management Analyst II \_\_\_\_\_  
Job Title

**Number of Years Employed in the City.**

\_\_\_\_\_

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

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.**

Adams County Board of Adjustment

**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. Daily use.

---

**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 12 years of experience working in local government in various roles. I have worked with all areas of local government. Currently I am a Management Analyst with the City of Thornton. I have previously been a Town Manager in previous communities. I have a Masters in Public Administration from Central Michigan University and have a Master Citizen Planner certificate from Michigan State University. I have personally worked in park grounds management, planning and zoning, and general municipal management. My experience and passion for local government planning and parks is why I am looking to serve on a board or commission.

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

Colorado City & County Management Association, International City & County Managers Association, American Association of Municipal Executives, Adams County Board of Adjustment, State of Michigan Local Bridge Advisory Board, Michigan Region 2 Planning Commission, Kalamazoo Lake Sewer & Water Authority. Michigan Municipal Executives

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

I am interested in serving on one of these boards/commissions as I have a deep passion of giving back to my community. Service is a calling and I believe that I should give back to my community in in the best way I know how. My skills in public administration and public planning I believe would be a benefit to colleagues on these boards.

Joe R Frey-waite

---

**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**

---

None Selected

**Gender**

---

None Selected

Date of Birth

---

**Certification**

Joe R Frey-waite

**Are interested in serving on any other board or commission?**

---

Yes

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



# PARKS, RECREATION, & GOLF ADVISORY COMMITTEE

## INTERVIEW QUESTIONS

APPLICANT: \_\_\_\_\_

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

- |                                                                                                                                                                                                                        | <b>RATING</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 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?**

Planning Commission: Archived

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.**

Joe \_\_\_\_\_ R \_\_\_\_\_ Frey-waite \_\_\_\_\_  
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**

New

City of Thornton \_\_\_\_\_  
Employer

Management Analyst II \_\_\_\_\_  
Job Title

**Number of Years Employed in the City.**

\_\_\_\_\_

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

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.**

Adams County Board of Adjustment

**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. Daily use.

---

**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 12 years of experience working in local government in various roles. I have worked with all areas of local government. Currently I am a Management Analyst with the City of Thornton. I have previously been a Town Manager in previous communities. I have a Masters in Public Administration from Central Michigan University and have a Master Citizen Planner certificate from Michigan State University. I have personally worked in park grounds management, planning and zoning, and general municipal management. My experience and passion for local government planning and parks is why I am looking to serve on a board or commission.

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

Colorado City & County Management Association, International City & County Managers Association, American Association of Municipal Executives, Adams County Board of Adjustment, State of Michigan Local Bridge Advisory Board, Michigan Region 2 Planning Commission, Kalamazoo Lake Sewer & Water Authority. Michigan Municipal Executives

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

I am interested in serving on one of these boards/commissions as I have a deep passion of giving back to my community. Service is a calling and I believe that I should give back to my community in in the best way I know how. My skills in public administration and public planning I believe would be a benefit to colleagues on these boards.

Joe R Frey-waite

---

**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**

---

None Selected

**Gender**

---

None Selected

Date of Birth

---

**Certification**

Joe R Frey-waite

**Are interested in serving on any other board or commission?**

---

Yes

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:**  
\_\_\_\_\_

**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?**

Zoning Board of Adjustment: Eligible

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.**

Joe \_\_\_\_\_ R \_\_\_\_\_ Frey-waite \_\_\_\_\_  
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**

New

City of Thornton \_\_\_\_\_  
Employer

Management Analyst II \_\_\_\_\_  
Job Title

**Number of Years Employed in the City.**

\_\_\_\_\_

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

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.**

Adams County Board of Adjustment

**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. Daily use.

---

**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 12 years of experience working in local government in various roles. I have worked with all areas of local government. Currently I am a Management Analyst with the City of Thornton. I have previously been a Town Manager in previous communities. I have a Masters in Public Administration from Central Michigan University and have a Master Citizen Planner certificate from Michigan State University. I have personally worked in park grounds management, planning and zoning, and general municipal management. My experience and passion for local government planning and parks is why I am looking to serve on a board or commission.

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

Colorado City & County Management Association, International City & County Managers Association, American Association of Municipal Executives, Adams County Board of Adjustment, State of Michigan Local Bridge Advisory Board, Michigan Region 2 Planning Commission, Kalamazoo Lake Sewer & Water Authority. Michigan Municipal Executives

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

I am interested in serving on one of these boards/commissions as I have a deep passion of giving back to my community. Service is a calling and I believe that I should give back to my community in in the best way I know how. My skills in public administration and public planning I believe would be a benefit to colleagues on these boards.

Joe R Frey-waite



---

**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**

---

None Selected

**Gender**

---

None Selected

Date of Birth

---

**Certification**

Joe R Frey-waite

**Are interested in serving on any other board or commission?**

---

Yes

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

# ZONING BOARD OF ADJUSTMENT

## INTERVIEW QUESTIONS

APPLICANT: \_\_\_\_\_

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

- |                                                                                                                                            | <b>RATING</b>          |
|--------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| 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.            | _____                  |
|                                                                                                                                            | <b>TOTAL:</b><br>_____ |

**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: Eligible

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.**

Ryan \_\_\_\_\_ S \_\_\_\_\_ Keefer \_\_\_\_\_  
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**

3

AirView Source LLC \_\_\_\_\_  
Employer

Managing Director \_\_\_\_\_  
Job Title

**Number of Years Employed in the City.**

---

3

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

---

Round table meeting

---

**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.**

---

North Range Metro District #1 Board Of Directors

**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.

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

---

I am presently on the NRMD1 board and hold an officer position as treasurer. I ran for city council in 2023 and learned a lot about how commerce city operates as well as may of the opinions and feelings of the residents throughout the city. I went to Colorado State University for a degree in Computer Engineering

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

---

Commerce City - city council election 2023 NRMD#1 Board of directors Adams County Search & Rescue

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

---

I have a great deal of knowledge about the city which gives me a better than average insight into how the citizens would like to have the city setup so I would like to be a part of helping to shape the landscape of our city.

---

**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 am the founder and owner of AirView Source LLC which is primarily a LiDAR and photogrammetry data collection service. I do not do business with any clients within the boundaries of Commerce City. If at any point in time I had a conflict in which a present or future client requested services for which I am responsible for any portion of the planning or zoning of the land requiring services, I would recuse myself from any aspect of that project with this board.

**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 only own the property listed at the address in this application.

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

---

Yes  No

**If yes, please explain:**

---

NA

---

**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

Are interested in serving on any other board or commission?

Yes

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:**  
\_\_\_\_\_

**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: Eligible

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.**

Joanne \_\_\_\_\_ T \_\_\_\_\_ Stranahan \_\_\_\_\_  
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

Comcast Corporation \_\_\_\_\_  
Employer

HR Specialist \_\_\_\_\_  
Job Title

**Number of Years Employed in the City.**

---

0

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

---

CCC

---

**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.**

---

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.**

---

BS in Business Administration MBA in Business Administration and HR

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

---

Former City and County of Denver Commissioner on the Disability Commission 2020 - 2024 I am currently a member or many ERG's ( employee resource groups) within my organization.

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

---

My term with City and County of Denver on 9/30/24. When I started this journey I had a connection with Denver as my mother in law suffers from diminished hearing. Because I live in Commerce City I would like to serve in my community. I am also willing to explore other commissions than what I have listed.

---

## 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

Joanne T Stranahan

**Are interested in serving on any other board or commission?**

---

yes

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: Eligible

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.**

Dana  
First Name

A  
Middle Initial

Ramirez Zamora  
Last Name

Question applies to Youth Commission

**Age**

17

Question applies to Youth Commission

**Grade**

12

Question applies to Youth Commission

**School Name**

Email Address

Home Address

Suite or Apt

Henderson  
City

CO  
State

80640  
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**

7

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.**

n/a

**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.**

I am very comfortable using technology, both as a high school student and in my past employment. I rely on it daily for schoolwork, keeping up with assignments, and communicating with teachers and classmates. In my previous job, I regularly used email and online platforms to stay organized and connected with my team. Technology is a big part of my daily life, and I feel confident using a variety of tools and applications to get things done efficiently.

**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:**

---

1. National Honor Society - Vice President 2. Student Council - President (previously) 3. Superintendent Ambassadors Board - Member 4. Varsity Soccer - 10th Grade 5. Junior Varsity Cross Country - 11th Grade 6. MC Squared Medical Program - Participant 7. Colorado Healthcare Careers Collaborative 2023 - Participant 8. Medical Internship at Presbyterian St. Luke's Medical Center - Volunteer 9. Teen Leader at the Hospital - Mentor 10. Tutoring and Mentoring Students from Other Countries - Volunteer 11. Community Volunteer Work - Approximately 40 hours in school services and events 12. Flower Bouquets Making and Baking - Hobbies

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 am a Hispanic first-generation student, passionate about representing my community and bringing a fresh perspective to the board. As a high school student, I have been involved in many programs that highlight my leadership and organizational skills. I have served on the Superintendent Ambassadors Board, where I collaborated with administrators and became the voice of the students at my school. My participation in the MC Squared Medical Program has given me valuable insights into youth involvement beyond my voluntary group. Additionally, my experience in healthcare activities has further developed my ability to work effectively with diverse groups and understand community needs. I am committed to bringing fresh ideas, a strong work ethic, and a collaborative spirit to the Commerce City Youth Commission. I believe my background, skills, and dedication make me a strong candidate to address the concerns and aspirations of our youth and to make a meaningful impact on our community.

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

---

1. National Honor Society - Vice President, developed leadership and organizational skills. 2. Student Council - Former President, honed my ability to represent and advocate for my peers. 3. Superintendent Ambassadors Board - Collaborated with school administrators to represent student voices. 4. MC Squared Medical Program - Gained insights into youth involvement in healthcare and community initiatives. 5. Colorado Healthcare Careers Collaborative - Participated in a six-week program focused on healthcare careers. 6. Medical Internship at Presbyterian St. Luke's Medical Center - Volunteered over 215 hours, learning about patient care and hospital operations. 7. Teen Leader and Mentor at the Hospital - Developed mentoring and coaching skills, helping younger students navigate their roles. 8. Tutoring and Mentoring Students from Other Countries - Enhanced my communication and empathy skills. 9. CPR and Basic Life Support Certification - Certified by the American Heart Association. 10. Academic Excellence - Maintained a 4.14 GPA, ranked number one in my class, demonstrating my commitment to academic and personal excellence. 11. Awards and Recognition - Received the Adams County Mayors and Commissioners Youth Award and various school awards, highlighting my dedication and achievements. 12. Bilingual Skills - Fluent in English and Spanish, enabling me to communicate effectively with a diverse community.

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

---

1. National Honor Society - Vice President 2. Student Council - President (previously) 3. Superintendent Ambassadors Board - Member 4. Varsity Soccer - 10th Grade 5. Junior Varsity Cross Country - 11th Grade 6. MC Squared Medical Program - Participant 7. Colorado Healthcare Careers Collaborative - Participant 8. Medical Internship at Children's Hospital Colorado - Intern through MC2 program 9. Teen Leader at the Hospital - Mentor 10. Tutoring and Mentoring Students from Other Countries - Volunteer 11. Community Volunteer Work - Approximately 40 hours in school services and events

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

I am interested in serving on the Commerce City Youth Commission because I am passionate about taking initiative and making a positive impact in our community. I want to help address the needs of our youth and bring fresh ideas and new perspectives to the board. I believe my enthusiasm for service, coupled with a desire to contribute innovative solutions, will help drive meaningful change and enhance the experiences of young people in our city.

---

**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**

Araceli Zamora

Question applies to Youth Commission

**Phone Number**

Question applies to Youth Commission

## Secondary Phone Number

Question applies to Youth Commission

## Email

---

## 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

**Are interested in serving on any other board or commission?**

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

# 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?**

Quality Community Foundation: Eligible

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.**

Valerie

First Name

Wickey

Last Name

Middle Initial

Email Address

Home Address

Suite or Apt

Commerce City

City

CO

State

80640

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**

7

retired

Employer

Job Title

**Number of Years Employed in the City.**

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

senior resource fair

**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 have had several jobs that deal with the public, so I have a lot of experience with that. I am also pretty good at finances. I was also the president of my condominium association for 6 years.

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

na

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

Being a senior myself, I find it sometimes difficult to find the help I need for some things. Luckily I'm pretty good at navigating through things to find my answers. But I would like to be able to help others who are not as capable

---

**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**



**Are interested in serving on any other board or commission?**

---

perhaps

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

# QUALITY COMMUNITY FOUNDATION

## INTERVIEW QUESTIONS

APPLICANT: \_\_\_\_\_

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

- |                                                                                                                                                                                                                    | <b>RATING</b> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 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 Quality Community Foundation.                                                           | _____         |
| 3. Please explain your experience working with other community-based organization within Commerce City and what experiences you have with fundraising, grants, and scholarships.                                   | _____         |
| 4. The Foundation meets on the fourth 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 needs within the community that the Foundation can or should address?                                                                                                 | _____         |
| 6. What do you wish to get from joining the Foundation?                                                                                                                                                            | _____         |

**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: Eligible

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.**

Michael

First Name

Stegman

Last Name

Middle Initial

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**

5

Lumen Technologies

Employer

Manager, Solution Architecture

Job Title

**Number of Years Employed in the City.**

---

0

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

---

Current 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.**

---

Parks, Golf, Rec

**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.**

---

Strong

---

**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 am a Manager for a team of 9 across the Western U.S. with responsibilities including strategic guidance, project planning, financial accountability against both internal team budget and driving revenue for the West region. I have a Liberal Arts Bachelors Degree from Xavier University focused on Management and Information Technology. I also serve on the Buffalo Highlands HOA board, looking to assist our community nice for our neighbors across the city. Previously, I have been a youth soccer coach & boy scout leader which held many activities at local parks and trails.

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

---

Buffalo Highlands HOA; Commerce City Parks, Golf, & Rec Advisory Board (Term expiring Oct. 2024);

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

---

I would love to continue to see progression against and provide insight into the PRG comprehensive plan as part of the plan for the city. There are a lot of successful projects ongoing within Commerce City that I would like to continue to socialize to residents, leading to more active utilization of city parks and activities.

---

**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

**Are interested in serving on any other board or commission?**

Not at this time

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: \_\_\_\_\_

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:**



# PARKS, RECREATION, & GOLF ADVISORY COMMITTEE

## INTERVIEW QUESTIONS

APPLICANT: \_\_\_\_\_

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

- |                                                                                                                                                                                                                        | <b>RATING</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 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: Eligible

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.**

Vania  
First Name

V  
Middle Initial

Ledezma  
Last Name

Question applies to Youth Commission

**Age**

16

Question applies to Youth Commission

**Grade**

11th

Question applies to Youth Commission

**School 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**

5

EL JARDIN

Employer

Host

Job Title

**Number of Years Employed in the City.**

-1

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

My school principal told me about the vacancy.

**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.**

Not at the moment.

**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 with technology.

---

## **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 work at El Jardin Restaurant but my schedule changes every week. I also attend my local church every week. Additionally, I help my father with his plumbing and climate business by cleaning his office, work vans, and any other tasks that would benefit his business.

**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 truly care about our City's future. From the smaller issues affecting teens today like, school dress code policies that seem just to be affecting teenage girls to the big picture issues that will be affecting us in the future, like the air quality in our city which contains some pollutants, I am invested in making sure Commerce City can be better than it is now for future generations.

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

---

I have an education up to junior year, I have training as a host so I have well-developed communication and customer service skills. Also, I have a positive way of interacting with customers to provide better service while ensuring they enjoy themselves at my place of business.

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

---

While I have not been very active in the areas mentioned above, I am looking to get involved now.

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

---

I am interested in serving on the Commerce City Youth Commission because I believe young people must have a voice, and most importantly, for that voice to be heard. I want to become an advocate for my generation, making sure our concerns and needs are being addressed in the process of making decisions that affect our 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:**

---

I don't believe that I have any 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, I don't own any property at the moment.

**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**

Alejandrina Ledezma

Question applies to Youth Commission

**Phone Number**

Question applies to Youth Commission

**Secondary Phone Number**

Question applies to Youth Commission

**Email**

---

## **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**

Vania V Ledezma

**Are interested in serving on any other board or commission?**

---

Sure, but it depends on what it is.

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

- |                                                                                                                                                                                                    | <b>RATING</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 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:**  
\_\_\_\_\_

## **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.