



## **CITY OF WINTER SPRINGS, FLORIDA**

### **Interested In Serving Your Community? *Become a Board/Committee Member!***

The City of Winter Springs City Commission is always interested in citizens who might like to serve on one of the City's Boards and Committees, which provide assistance to the City Commission. There are several active Boards and Committees that citizens may join, and from time to time other Ad Hoc Advisory Committees are organized; thus new members are often needed.

Currently, the City's Boards and Committees open to applicants include:

- Bicycle and Pedestrian Advisory Committee
- Board Of Trustees
- Code Enforcement Board
- Districting Commission (Every 3 Years)
- Oak Forest Wall And Beautification District Advisory Committee
- Parks And Recreation Advisory Committee
- Planning And Zoning Board/Local Planning Agency
- Tusawilla Lighting And Beautification District Advisory Committee

This City is fortunate that it has so many caring citizens who continuously give back to their community by serving on boards or committees. The City Commission, City Staff, and their fellow citizens always appreciate the service of these wonderful and caring citizens.

From time to time, vacancies may arise on the City's boards and committees, or new ad hoc committees may be established. The City Commission is always interested in finding residents who would like to participate on such a board or committee and do their part to serve their community. Usually, these boards and committees meet once a month or quarterly, and such service generally only requires a few hours of one's time. However, for this little effort, the rewards are great, as citizens have the opportunity to serve the City Commission, meet new members of the community, learn more about the City, and work alongside the City's professional and technical Staff.

The Mayor and City Commission appoint members of these boards and committees, except as provided by City Code.

If you are interested in serving your community by becoming a member of a board or committee, please contact the Office of the City Clerk for more information and to request an Application at 407-327-5955, or visit the City's website and download the Application.



## CITY OF WINTER SPRINGS, FLORIDA

1126 EAST STATE ROAD 434  
 WINTER SPRINGS, FLORIDA 32708-2799  
 TELEPHONE: (407) 327-1800  
 FACSIMILE: (407) 324-4753  
 WEBSITE: www.winterspringsfl.org

### Application for Appointment to City Board/Committee

Applications may be submitted via any one of the following ways:

- A) Please print the completed Application, sign and date Page 5, and **bring** to City Hall *or*
- B) Please print the completed Application, sign and date Page 5, and **mail** to City Hall *or*

*City Hall: Attn: City Clerk, 1126 East State Road 434 Winter Springs, Florida 32708*

- C) Please print the completed Application, sign and date Page 5, and **fax** it to the City of Winter Springs, Attention: City Clerk at (407) 327-4753 *or*
- D) Please print the completed Application, sign and date Page 5, and **scan it and send via email** to [\\_CityClerkDepartment@winterspringsfl.org](mailto:_CityClerkDepartment@winterspringsfl.org)

Pursuant to Sec. 2-41 (c) of the City Code, individuals interested in serving on a Board or Committee must to fill out an application to be considered for appointment. Applicants may attach a resume, references, recommendations, or other such documentation that the applicant desires to have the City Commission consider. Please be aware that documents submitted to the City are public records available for inspection to the extent allowed by Chapter 119, Florida Statutes.

#### A. GENERAL

Name:		Date of birth:
Phone (Cell):	Phone (Other):	
Email:		
Address:		
City:	State:	ZIP Code:
Occupation (if retired, indicate last held position):		
Education (if applicable):		

#### B. ELEGIBILITY

1a. Are you duly registered to vote in Seminole County? YES <input type="checkbox"/> NO <input type="checkbox"/>
1b. Are you duly registered to vote in the City of Winter Springs? YES <input type="checkbox"/> NO <input type="checkbox"/>
2a. Do you live within the City limits of Winter Springs? YES <input type="checkbox"/> NO <input type="checkbox"/>
2b. What district do you reside in? District 1 <input type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District 4 <input type="checkbox"/> District 5 <input type="checkbox"/>
2c. How long have you been a resident of the City?

3. Have you ever been convicted or found guilty, regardless of adjudication, of a felony in any jurisdiction? *Any plea of nolo contendere (no contest) shall be considered a conviction for purposes of this question.*

YES  NO

4a. Do you presently serve on any other City of Winter Springs board or committee?

4b. If you answered "yes" to question 4a, please list each:

5. Do you have any private or personal interests which might conflict with serving the City's interests, if you were to be appointed to serve on this board or committee? YES  NO

6a. City ordinance requires that all persons applying for a City board or committee must voluntarily consent to a standard criminal background check before being appointed to a board or committee. Do you voluntarily consent to having a standard background check being performed on you by the City of Winter Springs?

YES  NO

6b. Are you related to a City of Winter Springs Commission member by blood, adoption or marriage?

YES  NO

6c. If you answered "yes" to question 6b, please indicate relationship:

**C. INTEREST & EXPERIENCE**

*Please see attached descriptions (see Page 6) for each of the following boards or committees and indicate below on which board or committee you wish to serve. Please indicate your preference with a one (1) indicating your first choice and rank any additional choices with successive numbering.*

1. Please indicate to which board or committee you are applying by your degree of interest:

- \_\_\_ Bicycle and Pedestrian Advisory Committee
- \_\_\_ Board of Trustees
- \_\_\_ Code Enforcement Board
- \_\_\_ Districting Commission (every 3 years, 2016)
- \_\_\_ Oak Forest Wall and Beautification District Advisory Committee
- \_\_\_ Parks and Recreation Advisory Committee
- \_\_\_ Planning and Zoning Board/Local Planning Agency\*
- \_\_\_ Tusawilla Lighting and Beautification District Advisory Committee
- \_\_\_ Other/Ad Hoc Committee

*\*Please note that Members of this Board must submit a Form 1 (Statement of Financial Interests) by July 1<sup>st</sup> of each year*

2. How did you find out about the opportunity to serve on one of the City's boards or committees?:

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3. Briefly state why you are interested in serving on this board or committee (attach additional sheets as needed if interested in more than one Board):

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4. Briefly state any specialized knowledge or prior experience you have that would be useful in assisting the board or committee in accomplishing its purpose (attach additional sheets as needed if interested in more than one board):

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5. Briefly state any experience you have in serving on any governmental board or committee:

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6. Briefly state any experience/memberships you have related to any civic or social organizations:

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7. Do you have any conflict of interest that might involve a direct financial or any other type of gain?:

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**D. STATE REPORTING REQUIREMENTS**

Florida law requires that the City annually submit a report to the Secretary of State disclosing race, gender, and physical disabilities of board and committee members. Please check the appropriate boxes:

Race:

- African-American
- Asian-American
- Hispanic-American
- Native American
- Caucasian
- Not Known

Gender:

- Female
- Male
- Not Known

Disability:

- Physically Disabled

**E. SIGNATURE**

YOU HEREBY REPRESENT TO THE CITY OF WINTER SPRINGS UNDER PENALTIES OF PERJURY THAT THE INFORMATION PROVIDED HEREIN IS TRUE AND ACCURATE TO THE BEST OF YOUR KNOWLEDGE AND THE CITY OF WINTER SPRINGS HAS THE RIGHT TO RELY ON THAT INFORMATION.

YOU HEREBY ACKNOWLEDGE THE EXISTENCE OF THE CODE OF ETHICS FOR PUBLIC OFFICERS, AND THE FLORIDA SUNSHINE LAW, WHICH MAY PERTAIN TO YOU IF YOU ARE APPOINTED TO A CITY BOARD OR COMMITTEE. IF APPOINTED IT IS YOUR SOLE OBLIGATION AND DUTY TO COMPLY WITH SUCH LAWS.

Signature:

Date:

**F. IN-OFFICE USE ONLY**

RECEIVED BY:

DATE STAMP:

# CITY OF WINTER SPRINGS, FLORIDA

## Advisory Boards and Committees and Code Enforcement Board

**Bicycle and Pedestrian Advisory Committee:** This five (5) member advisory committee will further the development of an interconnected network of trails, sidewalks, and bikeways within the City and will advise and make recommendations on matters relating to non – motorized transportation. Regular meetings are held quarterly on the third Wednesday of March, June, September, and December at 5:30 p.m.

**Board of Trustees:** This is a five (5) member advisory board administers the City's pension plan pursuant to the provisions adopted by the City Commission. Regular meetings are held quarterly on the second Tuesday of February, May, August, and November at 5:30 p.m.

**Code Enforcement Board:** This Board holds hearings complete with testimony with discussion on findings of fact based on evidence of record and conclusions of law and issues orders affording the proper relief consistent with powers granted herein. The Code Enforcement Board is comprised of seven (7) regular members. Regular meetings are held on the fourth Tuesday of each month at 5:30 p.m.

**Districting Commission:** This seven (7) member advisory commission files a report containing a recommended plan for establishment or adjustment of the district boundaries. By City Ordinance this advisory commission meets every three (3) years. The next Districting Commission will be selected in late 2018 or early 2019. Regular meetings are held when agreed upon.

**Oak Forest Wall and Beautification District Advisory Committee:** This five (5) member advisory committee reviews and discusses issues related to the foregoing and other directly related matters of interest to the owners of property within the Oak Forest community. A Regular meeting is held annually, on the first Thursday of April at 5:30 p.m.

**Parks and Recreation Advisory Committee:** This nine (9) member advisory committee promotes and makes recommendations on the planning, design, construction, and utilization of City parks and related special events, fundraising, and recreation programs. Regular meetings are held quarterly on the first Tuesday of February, May, August, and November at 5:30 p.m.

**Planning and Zoning Board/Local Planning Agency:** This five (5) member advisory board recommends to the City Commission the boundaries of the various original zoning districts and appropriate regulations to be enforced therein and any proposed amendments along with dealing with traffic circulation elements and the Comprehensive Plan. The Board also makes recommendations to the City Commission on variances, waivers, conditional uses, and administrative appeals. Regular meetings are held on the first Wednesday of each month at 5:30 p.m.

**Tusawilla Lighting and Beautification District Advisory Committee:** This five (5) member advisory committee reviews and discusses issues related to the foregoing and other directly related matters of interest to the owners of property within the Tusawilla Community. Regular meetings are held quarterly on the third Wednesday of January, April, July, and October at 5:15 p.m.

**Other Committees (including Ad Hoc Committees)** - may be established from time to time. *Note: Please be advised that the above information is subject to change. Feel free to check with the Office of the City Clerk for further information or updates about the City's current Advisory Boards and Committees and Code Enforcement Board.*