

City of Lakewood  
**LAKWOOD ADVISORY COMMISSION**  
Appointment Application

**NOTE TO APPLICANT:** Please review the attached Information Sheet before completing this application. **In order to be considered for membership, you must attend both a Lakewood Advisory Commission Full Commission Meeting and an individual committee meeting.**

**Please complete this application and return it to: City of Lakewood, City Clerk's Office, 480 S. Allison Parkway, Lakewood, CO 80226. Fax: 303-987-7088. For more information, please contact: Michele Millard at (303) 987-7086. Email: [micmil@lakewood.org](mailto:micmil@lakewood.org)**

DATE: \_\_\_\_\_ WARD: \_\_\_\_\_

**BACKGROUND INFORMATION**

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Preferred phone number for contacting you: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_ How Long: \_\_\_\_\_

Business Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Number of Years Lived in Metro Area: \_\_\_\_\_ in Lakewood: \_\_\_\_\_

If currently a student, your grade level and the name of your school: Grade: \_\_\_\_\_

Name of School: \_\_\_\_\_

Address: \_\_\_\_\_

Are you a registered voter in Lakewood: \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you presently serve on any other City of Lakewood Board or Commission?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please list: \_\_\_\_\_

Have you recently been appointed to a Board or Commission of any other governmental entity?

Yes \_\_\_\_\_ No \_\_\_\_\_

**BACKGROUND INFORMATION (cont.)**

If yes, please list: \_\_\_\_\_

**ALL APPLICANTS ARE REQUIRED TO ATTEND AN ACIC FULL COMMISSION MEETING AND ONE OF THE THREE COMMITTEE MEETINGS OF THEIR CHOICE.**

Have you attended at least one Full Commission Meeting and one individual committee meeting?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please list when: Full Commission Meeting: \_\_\_\_\_ Committee Meeting: \_\_\_\_\_

Do you have a background in research and writing reports, proposals or presentations? If yes, please describe.

\_\_\_\_\_  
\_\_\_\_\_

**CIVIC ACTIVITIES**

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

\_\_\_\_\_  
\_\_\_\_\_

(Attach additional sheet(s) if necessary)

Please rank your committee choices and why you selected them in this order:

*(Civic Awareness, Neighborhoods or Sustainability). Please attach additional sheet(s) if needed.*

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

Where did you first hear about the Lakewood Advisory Commission? (Please check one)

- |  |   |
|--|---|
| <input type="checkbox"/> City of Lakewood Website  | <input type="checkbox"/> Speaking with a member of the Lakewood Advisory Commission |
| <input type="checkbox"/> Local paper               | <input type="checkbox"/> Word of mouth (not a commission member)                    |
| <input type="checkbox"/> Lakewood Channel 8        | <input type="checkbox"/> Nextdoor.com   |
| <input type="checkbox"/> City Council Ward Meeting | <input type="checkbox"/> Other (please specify) _____                               |

**CONFLICT OF INTEREST**

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

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

---

---

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

---

---

The duties of this Board/Commission could involve a considerable amount of time. Will you resign if your schedule prevents you from actively participating on this Board/Commission? \_\_\_\_\_

I hereby certify that the facts within the foregoing appointment application are true and correct to the best of my knowledge and that I am a resident of the City of Lakewood.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**THANK YOU FOR APPLYING AND SHOWING AN INTEREST IN  
THE CITY OF LAKEWOOD!!**

You may serve a maximum of two consecutive terms as a Commissioner, but if appointed, you would need to reapply for a second term.

The City of Lakewood does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the provision of services. For disabled persons needing reasonable accommodation to attend or participate in a city service program, call 303-987-7050 or our TDD # 303-987-7057 as far in advance as possible.

Lakewood Municipal Code Chapter 2.01.020, restricting service on more than one board or commission simultaneously, states that in the event a person serving on one Board or Commission is appointed to serve on another Board or Commission, he/she will be required to resign from the Board or Commission upon which he is presently serving, unless the term which the person is presently serving expires in 90 days or less.

If your term expires in 90 days or less, please note which Board/Commission you are presently serving on. Otherwise, you must sign this document.

If the Mayor/City Council appoint me to the \_\_\_\_\_ Board/Commission,

I will resign from my present position on the \_\_\_\_\_ Board/Commission.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

-----  
✂

**Race** \_\_\_\_\_ **(optional)\***

**Age** \_\_\_\_\_ **(optional)\***

**\*\* The City of Lakewood requests certain demographic information solely for statistical purposes. Responses to these questions are strictly voluntary. The demographic information will be removed from the application before the application is distributed to the screening committee and will not be considered by the individuals who make recommendations or decisions on membership of any boards and commissions.**

## **LAKWOOD ADVISORY COMMISSION INFORMATION SHEET**

**Authority:**

Ordinance O-2018-16  
Resolutions 2007-48, 2008-49, 2008-85, 2010-18, 2011-6, & 2013-7

**Number of Members:**

Thirty members appointed by the Lakewood City Council.

**Term:**

Three years. Terms expire on December 31<sup>st</sup>.

**Qualifications:**

In order to be considered for membership, you must attend both a Lakewood Advisory Commission Full Commission Meeting and an individual committee meeting.

**Duties:**

Members of the Lakewood Advisory Commission serve in an advisory role to the Lakewood City Council. In this advisory role, members research specific issues or topics of interest to the citizens of Lakewood and make recommendations to City Council regarding those issues for potential action.

Lakewood Advisory Commission members are responsible for representing the commission as a group rather than an individual. The 30 members who make up the Lakewood Advisory Commission serve on three committees that cover a wide range of issues regarding Civic Awareness, Neighborhoods and Sustainability. The estimated monthly time commitment for this commission is 8-10 hrs.

**Public Meeting:**

The Full Commission meets each month on the third Wednesday of each month, at 6:30 p.m. in the Employee Relations Training Room, (2<sup>nd</sup> Floor) 480 S. Allison Parkway, Lakewood, Colorado.

Meeting dates and times for individual committees are on the third Wednesday of the month, at 5:30 p.m., in various locations at the 480 S. Allison Parkway, Lakewood, Colorado. Please check the Public Meetings Notice webpage at [www.lakewood.org/LAC](http://www.lakewood.org/LAC) for additional information.

**Prerequisite:**

In order to be considered for membership, you must attend both a Lakewood Advisory Commission Full Commission Meeting and an individual committee meeting.

**Staff Contact:**

Ethen Westbrook, Lakewood Advisory Commission Coordinator, 303-987-7661  
Margy Greer, Lakewood Advisory Commission Advisor, 303-987-7080