

## **CITY OF MUSCATINE**

### **ADVISORY BOARD/COMMISSIONS/COMMITTEE**

### **APPLICATION FORM INFORMATION**



---

Individuals serving on Boards/Commissions play an important role in advising the City Council on matters of interest to our community and future. Applicants must reside in the City of Muscatine. More information about Boards and Commissions is available on the website at [www.muscatineiowa.gov/87/Boards-Commissions](http://www.muscatineiowa.gov/87/Boards-Commissions)

After a vacancy has been announced, the nominating committee reviews all applications during a work session and makes recommendations to City Council. The appointment is made at the next formal City Council meeting. Appointees serve as unpaid volunteers with the exception of the Muscatine Power and Water Board. Please complete this form and return to City Hall Administration.

#### **POTENTIAL CONFLICTS OF INTEREST**

Please identify any potential conflicts between membership on the advisory boards and your personal interests, including financial interests and your duties to an employer.

In particular, if you are applying to be a member of a Board or Commission which makes recommendations to the City Council about the allocations of City funds, please list any present affiliations you have with agencies that apply for funding from the City. "Affiliation" includes being a board member or employee of the agency. Other types of affiliations must be examined on a case-by-case basis by the city.

You should also know that Section 362.5 of the Code of Iowa Generally prohibits, with certain important exceptions, a member of a city Board or Commission from having an interest in a city contract.

If you are uncertain whether a potential conflict exists or have questions about Section 362.5 of the Code of Iowa, please contact the Human Resources Department (Stephanie Romagnoli) at 563-264-1550.

Misrepresentation on this application will constitute just cause for removal of an appointee. If you fail to answer all the questions, City Council may not consider your applications.

## **APPLICATION FOR BOARDS AND/OR COMMISSIONS**

THIS APPLICATION IS A PUBLIC DOCUMENT WITH THE EXCEPTION OF THE LAST PAGE MARKED "CONFIDENTIAL". THIS APPLICATION WILL BE CONSIDERED FOR TWELVE MONTHS AND AUTOMATICALLY CONSIDERED FOR ANY VACANCY DURING THAT TIME.

Advisory Board/Commission/Committee Name you are applying for:

\_\_\_\_\_

Name: \_\_\_\_\_

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

Contact number: \_\_\_\_\_ Email: \_\_\_\_\_

Is your home located within the City Limits? \_\_\_\_\_ How long have you lived in Muscatine? \_\_\_\_\_

### **CONTRIBUTIONS AND/OR ACTIVITIES WHICH YOU FEEL QUALIFY YOU FOR THIS POSITION:**

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

### **WHY ARE YOU INTERESTED IN SERVING ON A BOARD OR COMMISSION?**

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

**LIST POTENTIAL CONFLICTS OF INTEREST:** see page 1 for information regarding conflict of interest

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

**LIST ALL BUSINESSES IN WHICH YOU, OR YOUR SPOUSE/PARTNER, HAVE AN OWNERSHIP INTEREST.**

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

NOTE: A new form must be completed if the above information changes or an ownership interest is acquired in an additional business.

If you are not selected for this Board or Commission, would you like to be considered for another? \_\_\_\_\_

If Yes which one? \_\_\_\_\_

Do you currently serve on another board or commission? \_\_\_\_\_, If yes which one? \_\_\_\_\_

\_\_\_\_\_

Have you served previously for the City of Muscatine?

If yes please describe: \_\_\_\_\_

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

# CONFIDENTIAL

TO BE VIEWED BY NOMINATING COMMITTEE AND LIMITED STAFF AT COMMITTEE DISCRETION

Advisory Board/Commission/Committee Name: \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Have you ever been convicted of a crime other than a simple traffic misdemeanor in the last ten (10) years? \_\_\_\_\_

(Conviction will not necessarily disqualify an applicant from appointment)

If yes please explain.

---

---

---

---

Will this conviction of the circumstances leading to the conviction affect your ability to perform the duties of a member of the Boards or Commissions? \_\_\_\_\_

**Please complete all fields, print and return to the  
Administrative Secretary, Cinda Hilger at City Hall or email  
to [Chilger@muscatineiowa.gov](mailto:Chilger@muscatineiowa.gov)**