



**Application for Board, Commission, or Committee Appointment**

Citizens provide a great insight and knowledge to City government. An avenue that the City of Lawrenceville uses to get this insight is through the various Boards, Commissions, and Committees. The members of the Boards, Commissions, and Committees make decisions and help recommend and review policies for the City of Lawrenceville Departments, Mayor, and Council. Due to the volume of applicants expressing an interest in serving and the important issues that the Board, Commission, and Committee members face, this questionnaire has been developed to assist the Mayor and Council in the review process of applications. In addition, it will determine applicant eligibility requirements and qualifications for Board, Commission, or Committee membership.

Questions to consider before applying for membership on a Board, Commission, or Committee:

- Do I fully understand what this Board, Commission, or Committee expects from me?
- Am I committed to the goals/interests of the Board, Commission or Committee... to the mission/purposes of the organization?
- Can I afford the demands on my time, resources, and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled Board, Commission, or Committee meetings and be well prepared for each meeting?
- Can I work effectively with other members of the Board, Commission or Committee, the City Manager and Department Directors?
- What is my real motivation for accepting membership on the Board, Commission, or Committee?
- Will I be there if the going gets rough and controversy arises?
- Am I willing to participate in necessary Board/Commission/Committee training, education and development activities that will improve my effectiveness in my position?

**Applicant Information**

PLEASE PRINT CLEARLY

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

Home Address: \_\_\_\_\_ Subdivision: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

Occupation: \_\_\_\_\_ Retired: Yes No

- a) How long have you been a resident of the City of Lawrenceville? \_\_\_\_ Years and \_\_\_\_ Months
- b) Are you a registered voter of the City of Lawrenceville? Yes No
- c) Are you current with all of your financial obligations (property taxes, permit fees, etc.) to the City? Yes No
- d) Have you ever attended a meeting of the Board, Commission, or Committee for which you are applying? Yes No
- e) To which Board(s), Commission(s), or Committee(s) do you wish to be appointed?

---

---

- f) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? Yes No
- g) Do you know of any circumstances that would result in you having to abstain from voting on any action before the Board, Commission, or Committee? Yes No If yes, please explain: \_\_\_\_\_

---

---

- h) Do you or your employer, or spouse or child or their employers, do business with the City of Lawrenceville? Yes No If yes, please explain: \_\_\_\_\_

---

---

- i) Do you have any employment or contractual relationship with the City of Lawrenceville that would create a continuing or frequently recurring conflict with regard to your participation on a Board, Commission, or Committee? Yes No If yes, please explain: \_\_\_\_\_

---

---

- j) Please briefly explain your reasons for wishing to serve on the Board, Commission, or Committee you select:

---

---

---

---

- k) What goals and objectives would you seek to achieve if you are appointed? \_\_\_\_\_

---

---

---

---

l) Please provide a brief personal history, including education, occupation, previous civic, community, or other services involvement which would help the appointing authority make an informed decision regarding your candidacy: \_\_\_\_\_

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

m) Would you be willing to be considered for appointment of any of the other Boards, Commissions, or Committees of the City if a position is not available on the Board, Commission, or Committee of your first choice? If so, please list the Boards, Commissions, or Committees for which you would like to be considered (please list in order of interest): \_\_\_\_\_

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

n) If not selected to serve an appointment to a Board, Commission, or Committee position, do you have any interest in serving the City as a volunteer for special events such as Moonlight Concerts, Farmers Market, Lighting of the Tree, and Lawrenceville Rings? Yes No If yes, please explain: \_\_\_\_\_

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

**Applicant Statement:** I understand that I am applying for appointment to a Board, Commission, or Committee office of the City of Lawrenceville; that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the United States and Georgia Constitutions and the laws of the same if appointed; that I will be required to meet the attendance and training requirements of the City if I am appointed and may be removed from office for failure to meet attendance requirement or for any other reason permitted by law of City Charter; and that my application will remain on file for consideration for a period of six (6) months, after which time, I will need to file a new application. I agree to comply at all times with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

**Please return completed and signed application to:**

Karen Pierce, City Clerk  
City of Lawrenceville  
PO Box 2200  
Lawrenceville, GA 30046

**Board, Commission, and Committee Information****Planning Commission**

Positions: 5  
Term: 4 years  
Term Begins: January  
Regular Meetings: 1 per month  
When: 1<sup>st</sup> Monday of the Month  
Time: 6:00 p.m.

**Board of Appeals**

Positions: 5  
Term: 4 years  
Term Begins: January  
Regular Meetings: 1 per month  
When: 3<sup>rd</sup> Monday of the Month  
Time: 6:00 p.m.

**Downtown Development Authority**

Positions: 7  
Term: 4 years  
Term Begins: January  
Regular Meetings: 1 per month  
When: 2<sup>nd</sup> Monday of the Month  
Time: 6:30 p.m.

**Downtown Architectural Review Board**

Positions: 7  
Term: 4 years  
Term Begins: January  
Regular Meetings: 1 per month  
When: 2<sup>nd</sup> Monday of the Month  
Time: 5:00 p.m.

**Development Authority**

Positions: 7  
Term: 4 years  
Term Begins: January  
Regular Meetings: 1 per month  
When: As announced  
Time: As announced

**Stormwater Utility Board**

Positions: 7  
Term Begins: January  
Regular Meetings: 1 per month  
When: 4<sup>th</sup> Wednesday of the Month  
Time: 3:00 p.m.

**Lawrenceville Housing Authority**

Positions: 7  
Term: 6 - 5 year terms / 1 – 1 year term (RC)  
Term Begins: January  
Regular Meetings: 1 per month  
When: 3<sup>rd</sup> Wednesday of the month  
Time: 8:30 a.m.

**Financial Review Citizen Committee**

Positions: 15  
Term: 2 years  
Term Begins: January  
Regular Meetings: As needed  
When: As announced  
Time: As announced

**Hooper-Renwick Legacy Preservation Committee**

Positions: 12  
Term: 1 year  
Term Begins: January  
Regular Meetings: 1 per month  
When: 3<sup>rd</sup> Tuesday of the Month  
Time: 6:00 p.m.

**Lawrenceville Arts Commission**

Positions: 7  
Term: 2 years  
Term Begins: January  
Regular Meetings: 1 per month  
When: To be determined  
Time: To be determined

**Heritage Trail Medallion Committee**

Positions: 5  
Term: 1 Year  
Term Begins: January  
Regular Meetings: As needed  
When: As Announced  
Time: As Announced

**Aurora Theatre Board**

Positions: 4  
Term Begins: July 1 of each year  
Regular Meetings: 1 per month  
When:  
Time: