

TOWN OF LONGBOAT KEY
APPLICATION
APPOINTMENT TO BOARD/COMMITTEE

(PLEASE PRINT) Name: _____ Date: _____

Name of Advisory Board/Committee for which you are applying:

1. _____
2. _____
3. _____

Name: _____

Address: _____
Longboat Key, FL 34228

Telephone: (Home) _____ (FAX) _____ (Work) _____

Year-round Resident? Yes _____ No _____

Months available: Jan. ' ' ' Feb. ' ' ' Mar. ' ' ' Apr. ' ' ' May ' ' ' June ' ' '
July ' ' ' Aug. ' ' ' Sept. ' ' ' Oct. ' ' ' Nov. ' ' ' Dec. ' ' '

Occupation: _____
(If retired, please indicate former occupation or profession.)

Please list any Advisory Boards/Committees on which you currently serve (all appointments are at the pleasure of the Town Commission):

1. _____
2. _____
3. _____

The Town Code requires appointments to the following Boards to be persons who are registered voters and residents of the Town of Longboat Key: Code Enforcement Board, Pension Boards, Planning & Zoning Board, Zoning Board of Adjustment. A person may not serve on more than one of these boards concurrently. (These requirements do not apply to appointments to ad hoc committees.)

Complete the following: *Please describe those facets of your background/experience that you feel may be useful for membership on this Board/Committee.*

What can you contribute to the committee to which you are applying?

Academic – *Degrees, Diplomas*

Professional – *Certifications*

Knowledge – *Training, interests or experience*

Community Involvement – *List organizations/positions*

Organizations – *Membership*

Please attach any other information or resume you feel will assist the Commission in making their decision on this appointment.

IMPORTANT INFORMATION ON APPOINTMENTS TO BOARDS OR COMMITTEES

Florida's Public Records Law, Chapter 119, Florida Statutes, states: "It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning, zoning, or natural resources responsibilities are required to file a financial disclosure form within 30 days after appointment and annually thereafter for the duration of the appointment as required by Chapter 112, F.S.

The Code Enforcement Board, Pension Board, Planning & Zoning Board, and Zoning Board of Adjustment, Investment Advisory Committee and Salary Savings Committee are continuing boards. At various times the Town has had or may have ad hoc committees such as: Airport Advisory, Beach Advisory, Beautification, Citizens Relations, Facilities Advisory, as well as others.

When your Application has been distributed to the Town Commission for consideration of appointment to a vacancy on a Town Board, some members of the Town Commission may contact you individually to further discuss your interest and background.

Most board terms are for 3-year periods and expire on the second Wednesday in May of each year on a staggered basis. Vacancies occur throughout the year for various reasons; appointments by the Town Commission to fill vacancies are for the remainder of the unexpired term. Following board appointments each year, the Town plans to hold group orientation sessions covering such topics as Government-in-the-Sunshine Laws, Public Records Law, quasijudicial requirements, parliamentary procedure, etc.

Town boards and committees play a vital part in our community. You are encouraged to submit an application for appointment to a Town Board or Committee prior to board appointment deadlines. The deadline to accept any application for current appointments is 5:00 PM Tuesday before the Regular Commission Meeting on the first Monday of the month of May except for pension boards, which will be the first Monday of the month of September. For information concerning any board or committee or the appointment process, please call the Office of the Town Clerk at Town Hall, 316-1999, or visit our website at www.longboatkey.org.

COMPLETE AND RETURN THIS FORM TO:

**OFFICE OF THE TOWN CLERK
Town of Longboat Key
501 Bay Isles Road
Longboat Key, FL 34228**