



City of Jefferson

Volunteer Profile for City Boards & Commissions

320 E. McCarty Street, Jefferson City, Missouri 65101

Thank you for your interest in serving on a City of Jefferson Board or Commission. Please complete the following information to assist the Mayor and City Council in considering your interest.

Name: _____ Home Ward: _____

Home Address: _____ Zip: _____

Phone Number (Home): _____ (Cell/Office): _____ E-mail: _____

Members of Boards & Commissions must be City residents. Those marked with an * see attached summary for exceptions that may apply.

Part 1: Please indicate where you have an interest (1) Strong Interest or (2) Moderate Interest. No interest leave blank.

Airport Advisory Committee (4 yr. term)	Jefferson City Industrial Development Authority (3 yr. term)
Animal Shelter Advisory Committee (3 yr. term)	Library Board of Directors (3 yr. term)
Board of Adjustment (5 yr. term)	Parks & Recreation Commission (3 yr. term)
Cemetery Resources Board (3 yr. term)	Planning & Zoning Commission (4 yr. term)
Cultural Arts Commission* (3 yr. term)	Plumbing Examiners & Review Board*(3 yr. term)
CVB-Convention & Visitors Bureau* (3 yr. term)	Police Personnel Board (3 yr. term)
Electrical Examiners & Review Board* (3 yr. term)	Public Transit Advisory Committee (term varies)
Environmental Quality Commission* (3 yr. term)	TIF-Tax Increment Finance Commission (4 yr. term)
Historic Preservation Commission (3 yr. term)	Transportation & Traffic Commission (3 yr. term)
Housing Authority Board (4 yr. term)	University Extension Council (2 yr. term)
Human Relations Commission* (3 yr. term)	USS Jefferson City Submarine Committee* (3 yr. term)

In answering the following items, if necessary, please use a separate sheet for additional information.

Part 2: Community Activities- Please list any community, professional & charitable associations, and current or past experience serving on similar boards or commissions:

Part 3: Education:

Part 4: Employment:

Part 5: Please indicate briefly your reason to serve in a particular Board or Commission:

To eliminate concerns of a conflict of interest, all Boards and Commissions may request a criminal history background check. I authorize the City of Jefferson to run a criminal history background check on me by supplying the following information:

Full Name: _____
 First Middle Last

Signature: _____ D.O.B. _____ Date: _____

Please return completed form to: City of Jefferson; Attn: Administration; 320 E. McCarty Street; Jefferson City, MO 65101 or e-mail to jsuchanek@jeffersoncitymo.gov. Application will remain on file for one year.

Please be advised that name, address, telephone numbers and email addresses of members serving on Jefferson City Boards and Commissions are considered public information under the Missouri Sunshine Law.

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act.

Please allow three business days to process the request.

BRIEF SUMMARY OF EACH BOARD & COMMISSION:

Airport Advisory Committee*- Charged with making recommendations for the development and use of the airport.
(*four members must be City residents; three members may reside outside the City limits)

Animal Shelter Advisory Committee*- Charged with investigating shelter needs and making recommendations for the development and use of the shelter.
(*members must be Veterinarians operating in Jefferson City)

Board of Adjustment- Considers and decides applications for zoning appeals, variances and conditional use permits.

Cemetery Resources Board- Charged with conducting physical on-site examinations of all City owned sepulchers and cemeteries to assure proper operation and maintenance thereof.

Cultural Arts Commission*- Charged with educating and promoting public awareness of value of arts in community.
(*five members must be City residents; two members may reside outside the City limits)

CVB- Convention & Visitors Bureau*- Charged with the general oversight of the Convention and Visitor's Bureau.
(*members may be a representative of a business located in Jefferson City)

Electrical Board*- Reviews and approves license applications and considers appeals of decisions by the electrical inspector.
(*need not reside in City limits, but must reside in Cole or Callaway County. Must work for/own business with City business license)

Environmental Quality Commission*- Promote and collaborate on/with programs, policies, and partnerships related to wellness, safety, and environmental sustainability of the community.
(*seven residents of Jefferson City; two members may reside outside City limits)

Historic Preservation Commission- Safeguards and promotes the city's cultural, aesthetic and architectural heritage.

Housing Authority Board- Charged with the general oversight of the Housing Authority.

Human Relations Commission*- Promotes equality within the community through educational programs.
(*eight residents of Jefferson City; two members may reside outside City limits)

Library Board- Charged with the operation, management, supervision, control and use of the Missouri River Regional Library.

Jefferson City Industrial Development Authority – Facilitate the financing of business projects that include Chapter 100 Bonds.

Parks & Recreation Commission- Charged with the operation, management, supervision, control and use of the city's parks and recreation facilities.

Planning & Zoning Commission- Considers all zoning issues brought to the city.

Plumbing Board*- Reviews and approves license applications and considers appeals of decisions by the plumbing inspector.
(*need not reside in City limits, but must reside in Cole or Callaway County. Must work for/own business with City business license)

Police Personnel Board- Considers matters relating to hiring and promotional opportunities within the department as well as hears employee discipline appeals.

Public Transit Advisory Committee- Seek partnership alliances with local businesses and other funding opportunities to financially support JeffTran; explore opportunities to increase JeffTran ridership; advise on effectiveness of current JeffTran routes and aid with public discussion forums as needed.

TIF- Tax Increment Finance Committee- Charged with consideration of proposed specific redevelopment areas and the approval of redevelopment plans.

Transportation & Traffic Commission- Considers, monitors and makes recommendations to the council regarding the city's needs for proper transportation and traffic flow to, from and within the city.

University Extension Council- Partners with the University of Missouri system to provide educational opportunities and technical advice to the citizens of Cole County. City appoints one representative to this board.

USS Jefferson City Submarine Committee*- Serves as the city's liaison to the USS Jefferson City Submarine and approves expenditures for its support. (*Cole and Callaway Counties)

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