

City of Piqua
Board/Commission/Committee Application

Municipal Government Center
201 W. Water Street
Piqua, Ohio 45356

City of Piqua residents Interested in Serving on a Board/Commission/ Committee, must submit their request to the City Manager's Office, ATTN: Executive Assistant. Resumes are encouraged to be submitted, and citizens should specify in priority order the Boards/Commissions/Committees they would be interested in serving on. For a complete list and description of Boards/Commission/ Committees see the City of Piqua Home Page www.piquaoh.org or stop by or call the City Manager's Office at (937) 778-2051.

To be considered, applicants must include information regarding your background, involvement in the community, previous experience, and relevant education as well as a mailing address and daytime phone number. Please call (937) 778-2051 with questions or E-mail citymanager@piquaoh.org

The City will select board/commission/committee members from the current list of applicants. If there is no vacancy on a board or committee at the time of your application, the City will keep your information on hand should a vacancy occur during the year submitted.

Name:

Date:

Address:

Home Phone Number:

Work Phone Number:

E-mail Address:

Registered Voter: Yes No

Length of Residence in City of Piqua:

Educational Background:

Civic and Professional Activities:

Background, Experience and Interest relative to the appointment to a City Board
Commission or Committee:

Top three Board/Commission/Committee Choices:

1st Choice

2nd Choice

3rd Choice

4th Choice

Signature:

Date:

City of Piqua
Board/Commission/Committee
Appointment Process

1. Applications will be available on line at the City Web site, or for pick up at the City Manager's Office.
2. City Manager's Office will also periodically advertise for applicants.
3. Applications will be accepted at anytime throughout year and reviewed when an opening occurs.
 - a. If there are no vacancies on the Board you are interested in, or applicants are not appointed at time of application, the application will be kept on file for one calendar year for future consideration.
4. Those interested in serving must fill out an application providing the requested information, along with any other information they feel relevant.
5. When openings occur:
 - a. City Manager will review applications and match candidates up with openings, considering applicant's board/ committee preferences, background and experience and the City Manager's recommendation of where he feels the candidate might best fit.
 - b. City Manager will provide City Commission with a preliminary report containing his recommendations for filling open positions, along with a list of all the applicants for the particular opening(s).
 - c. City Commission will have one week to review and comment on the Manager's preliminary recommendation.
6. Following City Commission comment, the City Manager will prepare and present legislation for appointment of candidates to open positions.
7. The City Commission will make the final determination on all appointments.