

City of Fayetteville
Application Form
For Appointment to Boards, Commissions and Committees

The City Council has adopted a “policies and procedures” statement in order to:

1. Provide a broad cross-section of qualified individuals for service on the appointed bodies.
2. Provide an opportunity for participation in city affairs by interested citizens.
3. Provide a means for full City Council involvement.

Applications for appointments come from two principle sources:

1. Advertisements for open positions are run on Fayetteville Government Channel 3 or Channel 16.
2. City Council members, city staff members, interested organizations and individuals who know of qualified persons often encourage them to apply for appointment.

Upon receipt of the completed application form, the city clerk's office forwards to the City Council Nominating Committee a copy of the application.

The City Council Nominating Committee then sets a time for personal interviews, conducts the interviews and makes a recommendation for each appointment. The City Council makes the final selection in open session.

The qualifications for serving on a city board, committee or commission was revised and adopted February 20, 2001, Resolution No. 27-01.

The following criteria shall be considered in making appointments. However, differences in appointive bodies, the relative importance assigned to various criteria will vary with different appointments. For example, the Planning Commission appointments should emphasize experience and expertise in the subject matter. Besides the general criteria below, special consideration (such as being an organizational representative) may be of importance for appointments.

1. Expertise and experience in the subject matter.
2. Interest in the subject matter. Attendance at a meeting of the committee is recommended prior to application (you may contact the city clerk for meeting time and location).
3. Balance of appointive body. In terms of personal characteristics such as occupation, age, sex and sections of the city residence.
4. You must be a registered voter residing in the corporate limits of Fayetteville. **Moving your residence from the corporate limits of Fayetteville constitutes resignation of committee membership.**
5. An individual's ability to attend meetings of the appointive body. Absence from three (3) consecutive meetings is considered a basis for termination of membership on a city board, committee and/or commission.
6. Willingness to serve.
7. Specific criteria as established in the ordinance or resolution establishing such board or commission.

Any person who has served two consecutive terms on any citizen board, commission or committee is not eligible for re-appointment to the same group until one term of office has expired, unless there are an insufficient number of qualified applications to fill all vacancies.

The term limits for the Public Library Board of Trustees follow Arkansas law governing municipal library operation. (See: A.C.A. § 13-2-502)

All information submitted on this application is subject to the Freedom of Information Act and will be released if requested.

**City of Fayetteville
Application Form
For appointment to City Boards, Commissions, and Committees**

Name _____ / Spouse name (if applicable) _____ / Occupation/Employer Name _____

Resident Street Address _____ City _____ State _____ Zip Code _____

Mailing Address _____ City _____ State _____ Zip Code _____

Home phone # _____ Business phone _____ Email Address _____

Choice of Committee _____ Length of Residency in the City Limits of Fayetteville _____

Are you a Fayetteville registered voter? Yes No

1. What are your qualifications for serving on this committee, including education and expertise in the subject matter?

2. Why would you like to be considered for appointment to this committee?

References:

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

How did you hear about the opening(s)? NWA Times Free Weekly Accessfayetteville.org
Government Channel Chamber of Commerce Other _____

Please fill out application COMPLETELY and return to: City Clerk's Division
113 W. Mountain Street, Fayetteville 72701
Fax to 718-7695 or Email to city_clerk@ci.fayetteville.ar.us
If you have any questions call 575-8323

Office Use Only:

Term Begins: _____ Appointed: _____

Term Expires: _____ Replaced: _____

Terminated: _____ Resigned: _____