

CITY OF PALM COAST
APPLICATION VACANT SEAT DISTRICT 2

Thank you for your interest in serving the City of Palm Coast. This is for the remainder of Council Member Jack D. Howell's term, which will end November 17, 2020. This is a limited appointment. **Applications are due on July 24, 2020 @ noon.**

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration for the appointment of District 2. City Council does not intend to appoint anyone that is running for City Council in the upcoming election.

Please be advised that background screening of all applicants is required.

PLEASE ATTACHED A RÉSUMÉ AND A LETTER OF INTEREST

- * **Applicants must reside in District 2, maintain residency in District 2 for duration of appointment, and must reside in District 2 for at least 45 weeks in the year.**
- * **Council Members are required to file a Financial Disclosure Form 1 with the City Clerk at time of appointment and ANNUALLY thereafter with the Flagler County Supervisor of Elections.**

CITY COUNCIL MEMBERS ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

1. PERSONAL

Name: _____ E-mail address _____

Residence Address: _____ District # _____

City: _____ State: _____ Zip: _____

Mailing Address (If Different from Residence): _____

Home Phone _____ Business Phone: _____

Date of Birth: _____ Place of Birth: _____

How long have you been a permanent resident of Palm Coast? _____

Do you reside in District 2 for at least 45 weeks in the year? ___ Yes ___ No

What year did you become a continuous resident of the City of Palm Coast? _____

List all places of residence for the last five years.

Address	City & State	From	To

Are you a registered voter in Flagler County? Yes No

Have you ever used or been known by any other legal name? Yes No

If yes, explain: _____

Are you a citizen of the United States? Yes No

If no, explain: _____

If you are a naturalized citizen of the United States, date of naturalization: _____

2. EMPLOYMENT HISTORY (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: _____

Occupation: _____ Current Employer: _____

Current Business Address: _____

City _____ State _____ Zip _____ Phone # _____

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

<u>Employer & Address</u>	<u>Type of Business</u>	<u>Occupational Title</u>	<u>Period of Employment</u>

Have you ever been employed by any state, district, or local governmental agency in Florida? Yes No
If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

<u>Position</u>	<u>Employee Agency</u>	<u>Period of Employment</u>

3. EDUCATION

High School: _____ Year Graduated: _____

Name & Location

List postsecondary educational institutions or programs attended:

Name & Location

Dates Attended

Certificate/Degrees Received

<u>Name & Location</u>	<u>Dates Attended</u>	<u>Certificate/Degrees Received</u>

4. MILITARY SERVICE

Are you or have you ever been a member of the Armed Forces? Yes No

Date of Service: _____

Branch or Component: _____

Date and Type of Discharge: _____

5. INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?

Are you currently or have you ever served on any City Volunteer Board or Committee? Yes No

If yes, which Board or Committee? _____

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you have been a member during the past five (5) years. (ON NEXT PAGE)

Name of Organization(s)

6. QUALIFICATIONS FOR APPOINTMENT

State your experiences and interests or elements of your personal history that qualify you for this appointment.

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this appointment? If yes, list below: Yes No

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list below: Yes No

Have you ever been elected or appointed to any public office? If yes, list below: Yes No

Office Title Date of Election or Appointment Term of Office Level of Government

Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the City of Palm Coast to which you have been appointed or are seeking appointment? Yes No If yes, explain below:

Name of Business Relationship to the Business Business Relationship to Agency

Have you held or do you hold any occupational or professional licenses(s) in the State of Florida? Yes No If yes, provide the information below. If any disciplinary action (fine, probation, suspension, revocation, disbarment, etc.) has been taken against you by the issuing authority, state the type and date of this action.

License/certificate Title & No. Original Date of Issuance Issuing Authority Disciplinary Action/Date

How do you believe that your education, experience, talents and skills will benefit the work of the City Council and are you willing to act as a decision maker and not as an advocate, as required by law?

7. REFERENCES – Please list three references (business and/or personal)

Name, Address & Telephone Number

Name, Address & Telephone Number

Name, Address & Telephone Number

8. ACKNOWLEDGMENT

If required by law, will you file a financial disclosure statement? Yes No

I understand the responsibilities associated with being a member of the City Council and that I am subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the City Council to which I am appointed.

Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to City Council for which I am applying.

Signature

Date

RETURN TO: City Clerk’s Office
City of Palm Coast
160 Lake Avenue
Palm Coast, Florida 32164

PHONE: 386-986-3713
FAX: 386-986-3714
EMAIL: vsmith@palmcoastgov.com
WEBSITE: www.palmcoastgov.com

ALL CITY COUNCIL MEMBERS ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

***SUNSHINE LAW:** The primary purpose of Government in the Sunshine Law is to assure public access to the decision-making processes of public boards and commissions. The Sunshine Law extends to discussions and deliberations as well as to formal actions taken by boards and commissions.