

Daniel Martinez
City Clerk



City Clerk's Office

305 West Third Street
Oxnard, CA 93030
(805) 385-7803
Fax (805) 385-7806
cityclerk.cityofoxnard.org

Dear Applicant:

The City Council is pleased that you have expressed an interest in serving on a board/commission/committee (BCC) of the City of Oxnard. Please accept the appreciation of the City Council for your interest in volunteering your time to the City.

Please indicate on the top of the application form the BCCs in which you are interested, in order of your preference. You may apply for as many BCCs as you desire, but you may only serve on one BCC at a time.

After you return your completed application to this office, if all requirements are met, your application will be submitted to the City Council for consideration as vacancies occur on the BCCs for which you have applied. Your application will remain on file for one year.

If you have any questions or require additional applications, please contact me at 385-7803.

Sincerely,

Daniel Martinez
City Clerk



CITIZEN ADVISORY GROUPS (CAG) GENERAL INFORMATION AND APPOINTMENT CRITERIA

The following information has been summarized from the "CAG Policies and Appointment Procedures" adopted by the City Council.

CAG applications are maintained for City Council consideration for one year. No individual may be appointed to a CAG without a current application on file in the City Clerk's Office.

APPOINTMENT CRITERIA

To be eligible for appointment to any CAG, an individual must meet all of the following requirements. (NOTE: See special criteria/requirements for CAGs on the attached application)

1. Eighteen years of age;
2. Not presently a member of any CAG;
3. Completed application on file with City Clerk.

REAPPOINTMENT CRITERIA

An individual who has already served on a CAG and is interested in reappointment must meet the following requirements:

1. Attend at least 70 percent of the CAG meetings (including all absences, whether excused or unexcused);
2. Application for reappointment on file with City Clerk one month prior to the expiration of the current term.

NAME OF CAG _____

**CITY OF OXNARD
ADVISORY GROUP (CAG)
INCUMBENT INFORMATION FORM**

*INSTRUCTIONS: Please complete the form in full and return it to the City Clerk's Office,
305 West Third Street. Thank you for your interest!*

1. PERSONAL INFORMATION

Name: _____

Address: _____ Zip Code: _____

Telephone: (Res.) _____ (Bus.) _____

Are you a resident of Oxnard? Yes No

Are you 18 years of age or older? Yes No

CAG on which you now serve: _____

Dates of current term and previous terms on this CAG, if any:

2. AVAILABILITY

If reappointed, would you be willing to serve another full term on the CAG on which you are now a member? Yes No

3. EDUCATION (Optional)

Highest grade or degree completed: _____

4. EMPLOYMENT (Optional)

Please attach a complete employment history for the last ten (10) years which includes the following information for each position: a) Employer name and address; b) Job title.

5. To assess the expectations you have about CAG membership and to understand the expectations other people have of you as a CAG member, please answer the following questions.

If you are requesting appointment to the Mobile Home Rent Review Board, please complete the additional questionnaire.

- a. As a board or committee member, I would bring the following strengths, skills, and knowledge as assets to the CAG:

- b. I want to continue serving on this CAG because:

- c. The things I have enjoyed most about being a member of this CAG are:

- d. I would like to recommend the following improvements:

6. If I am reappointed, during my next term of office I would like to accomplish:

7. ADDITIONAL COMMENTS

Please use this space to provide any additional information or statements to assist the City Council in giving your application the fullest consideration possible.

Date: _____

Signature

NOTE: *To qualify for reappointment to a CAG, you must have a current Incumbent Information Form on file with the City Clerk and you must have attended at least 70 percent of the CAG meetings during your term.*

ALL CITIZEN ADVISORY GROUP APPLICATIONS SUBMITTED TO THE CITY CLERK'S OFFICE BECOME THE PROPERTY OF THE CITY AND ARE AVAILABLE FOR REVIEW BY THE PUBLIC ON REQUEST.

CERTAIN CAGS REQUIRE THE FILING OF A CONFLICT OF INTEREST STATEMENT UPON APPOINTMENT, ON AN ANNUAL BASIS, AND UPON RESIGNATION.

