

COMMUNITY ASSEMBLY

Application Supplement — Plan Commission Liaison Member Position

Send city application forms and this supplement to: **Office of Neighborhood Services**
Attn: CA Liaison Committee / Melissa Wittstruck
808 W. Spokane Falls Blvd, Spokane WA 99201
or email applications to: mwittstruck@spokanecity.org

APPLICATION DEADLINE: October 11, 2019

PLEASE USE A SEPARATE DOCUMENT FOR LISTS AND NARRATIVES.

Name: _____

Residence Address: _____

Zip Code: _____

Best Contact Phone: _____ Email: _____

Educational Background

Higher Education: Major(s) and Degree(s): _____

Other Education: _____

Experience and Employment History

Present Employer: _____

Employment positions held and skills used or gained that relate to the PC liaison position:

Civic and Organization Experience

List any community project, and/or community, civic, trade or professional organization in which you have been active.

Organization(s), and any skills or experiences gained that relate to the PC liaison position:

Community project(s), and any skills or experiences gained that relate to the PC liaison position:

PLAN COMMISSION LIAISON APPLICATION SUPPLEMENT

Page 2

Skills and Special Interests

Skills, interests and/or any other experiences gained that relate to the PC liaison position:

Neighborhood Council Connection

Which neighborhood council do you relate to? _____

Do you maintain voting member status in this neighborhood council? Yes _____ No _____

Please supply a neighborhood council reference.

Name: _____

Phone: _____ Email: _____

Affirmation

I understand the Community Assembly's liaison position provides a conduit for information between the Community Assembly, its constituent neighborhood councils, and the City of Spokane's Plan Commission with the duty to serve as a voice both to and on behalf of the city's Community Assembly and neighborhood councils.

I understand the Plan Commission's city mission is to advise the city council principally as to matters of land use and property development policies and regulations under the comprehensive plan, and of annual capital facilities plan updates (streets, utilities, etc.) consistent with the comprehensive plan.

I understand the Community Assembly's liaison is a non-voting member of the Plan Commission who may participate as any commission member in commission business, including participation in deliberations at hearings, except for bringing motions or voting on matters that may be subject to an official decision or recommendation by the commission.

I understand the Plan Commission liaison is expected to submit timely and pertinent written reports for each Community Assembly monthly agenda packet, to attend Community Assembly meetings, and to provide a verbal report at Plan Commission meetings on Community Assembly activities relevant to the Plan Commission.

I understand the Community Assembly's Plan Commission liaison is subject to the Plan Commission's Rules of Procedure and Code of Conduct, including standards pertaining to ex parte communications, conflict of interest, and recusal.

I understand it is my obligation to inform the Plan Commission and the Community Assembly's Liaison Committee in advance of any expected absence from scheduled meetings and hearings.

I am aware of the role and responsibilities of the Community Assembly's liaison position on the Plan Commission, the three-year term of office, and of the time commitment required.

Signature: _____

Date: _____