



**CITY OF NEW PRAGUE
118 CENTRAL AVENUE NORTH
NEW PRAGUE, MN 56071**

APPLICATION FOR COUNCIL ADVISORY BOARDS AND/OR COMMISSIONS

We welcome you as a possible applicant for one of our City Advisory Boards and/or Commissions.

What are the qualifications for serving on these advisory Boards and Commissions?
You must be a resident of New Prague and have an interest in serving your community.

The Boards and Commissions meet regularly and typically have one regular meeting per month and an occasional special meeting.

Advisory Board or Commission

Meeting Date and Time

Economic Development Authority

Makes decisions and recommendations to the City Council regarding economic development matters such as retention and expansion of existing businesses, business attraction, new business/community development and redevelopment.

2nd Wednesday at 7:30 a.m.

Golf Board

Makes decisions and recommendations to the City Council on the operation and management of the publicly owned Golf Course.

4th Tuesday at 6:30 p.m.

Park Board

Makes recommendation to the City Council relating to the planning, operation, maintenance and development of City parks; recreational facilities, activities and fees.

2nd Tuesday at 6:00 p.m.

Planning Commission

Makes decisions and recommendations to the City Council relating to land use including the enforcement of the City's Zoning and Subdivision Ordinances.

4th Wednesday at 6:30 p.m.

Utilities Commission

Oversees the operation of the publicly owned water and electric utilities.

Last Monday at 3:30 p.m.



CITY OF NEW PRAGUE
Application for Advisory Boards and Commissions

DATA PRIVACY NOTICE: Minnesota law requires that you be informed of the purposes and intended uses of the information you are providing in this application. Pursuant to Minnesota Statutes Section 13.601, your name, city of residence, employment history, volunteer work, awards and honors are public data and are available to anyone who requests the information. The remaining information provided in the application is classified as private and is only available to persons in the City who, because of their work assignments, reasonably require access to the information. The data that you give us about yourself is also needed to identify you and assist in determining your suitability for the advisory board or commission for which you are applying. You are not required to provide any information requested in this application, but refusal to supply the information may affect the City Council's ability to evaluate your application. Should you be appointed to serve on an advisory board or commission, pursuant to Minnesota Statutes Section 13.601, your residential address and either a telephone number or electronic mail address (or both) where you can be reached will also become public information.

I have read and understood the data privacy information given above and authorize investigation of all statements contained in this application as may be necessary to arrive at an appointment decision.

Applicant Signature (required)

(Date)

Name: _____ (Home #): _____

Address _____ (Work #): _____

Email Address: _____ (Cell #): _____

*Designated Public Phone _____ and/or Email _____

***Members of a City advisory board or commission are required to be a resident of the City at the date of appointment and at all times during the term of appointment.**

Are you a resident of the City of New Prague? Yes No

How long have you been a Resident of the City? _____(Years)

Occupation: _____

Place of Employment: _____

Does your work require you to travel? (check one)

Frequently Occasionally Seldom None

Please check any New Prague Advisory Board or Commission that you are interested in serving on.

____ Economic Development Authority

____ Park Board

____ Planning Commission

____ Utilities Commission

____ Golf Board (____ # years as member)

Please state briefly why you are interested in serving on the Advisory Board/Commission for which you are submitting an application (Use a separate sheet if necessary).

Do you have any special interest or training which you feel a particular board or commission could use? (Use a separate sheet if necessary)

Conflict of interest may arise by the participation in any activity, recommended action, or decision from which you receive or could potentially receive direct or indirect personal financial gain or other personal interest. A conflict of interest may also occur if you hold a private or other public position in addition to your City advisory board or commission which may interfere with the discharge of your City responsibilities. In accordance with this definition, do you have any legal or equitable interest in any business, however organized, which could be construed as a conflict of interest? Yes ___ No ___.

(If yes, please provide the details on a separate sheet of paper).

Please list three references (Name, Address, Phone):

1. _____
2. _____
3. _____

Having a criminal record does not automatically exclude an applicant from the appointment process. However, to protect the integrity of its advisory boards and commissions, the City reserves the right to exclude from appointment individuals who are on probation or have been convicted of any felony crime. Check one and complete as necessary:

_____ I am not on probation for a felony level offense and I do not have a felony conviction.

_____ I am either on probation for a felony level offense or I have the following felony conviction: _____.

Applicants selected for conditional appointment to an advisory board or commission will be required to execute the attached Informed Consent Form in order for the City to conduct a criminal background check of the applicant prior to the applicant's final appointment to an advisory board or commission by the City Council.

I hereby certify that the facts within the foregoing application are true and correct to the best of my knowledge.

Applicant's Signature

Date

RETURN APPLICATION TO:

City Administrator's Office
City of New Prague
118 Central Avenue N.
New Prague, MN 56071

Date Received: _____

**City Employees are not eligible to serve on Advisory Boards or Commissions per City Code Section 30.10 (D)*



**CITY OF NEW PRAGUE
118 CENTRAL AVENUE NORTH
NEW PRAGUE, MN 56071**

Contact Person: Police Chief Jim Gareis
Phone: (952) 758-4401

INFORMED CONSENT FORM

Date: _____

The following individual has submitted an application to be a member of an advisory board or commission for the City of New Prague:

Name: _____
 First Middle Last

Maiden, Alias or Former: _____

Address: _____

Date of Birth: _____ Sex: _____

Driver's License Number _____

I hereby authorize the Police Department for the City of New Prague to conduct a criminal history background check of me by accessing data maintained in the Minnesota Bureau of Criminal Apprehension's criminal history information database in accordance with Minnesota Statute § 299C.72. A summary of the results of the criminal background check may be released by the Police Department to the appointing authority, including the City Council, the City Administrator and the City Attorney.

Applicant's Signature

Date