



## City of Poquoson Board Bank Application

### Application Remittance

Please return this application, letter of interest, and/or resume to:

Mail To: City of Poquoson      **OR**      Email To: City Clerk  
City Clerk's Office      [kimberly.healy@poquoson-va.gov](mailto:kimberly.healy@poquoson-va.gov)  
500 City Hall Avenue  
Poquoson, VA 23662

**If you wish to be considered for more than one Board or Commission, please submit a separate application for each.**

Applications will be retained on file for 4 years unless you request an earlier removal.

### Applicant Information

Last Name:		First Name:		Date:
Home Address:		Email Address:		
		Phone Number:		
How long have you been a resident of the City of Poquoson?		In which precinct do you reside?		

### Board / Commission Interest (*One Selection Per Application*)

Select one Board or Commission that you are interested in serving. **A separate application is required for each selection.**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Architectural Review Board                 | <input type="checkbox"/> Board of Equalization             | <input type="checkbox"/> Board of Adjustments & Appeals |
| <input type="checkbox"/> Board of Zoning Appeals                    | <input type="checkbox"/> Colonial Behavioral Health Board  | <input type="checkbox"/> Economic Development Authority |
| <input type="checkbox"/> Library Advisory Board                     | <input type="checkbox"/> Parks & Recreation Advisory Board | <input type="checkbox"/> Peninsula Agency on Aging      |
| <input type="checkbox"/> Planning Commission                        | <input type="checkbox"/> School Board                      | <input type="checkbox"/> Social Services Board          |
| <input type="checkbox"/> Virginia Peninsula Community College Board |  | <input type="checkbox"/> Wetlands Board                 |

### Questions

Why are you interested in serving on this Board/Commission? You are invited to include a letter of interest and/or resume to your application.

What specific education, experience or other expertise do you have that you feel makes you well qualified to serve on this Board/Commission?

Have you ever had business with or before the Board/Commission for which you are applying?  
If yes, please share with us your experience.

If you are appointed, what issues or areas would you plan to focus on during your term?

Are you now or have you ever served on a Board/Commission in Poquoson? If yes, which one and when did you serve?

Are you now or have you ever been active in civic or service organizations in Poquoson? If yes, which organization(s) and in what capacity?

## Expectations

### Term Limits for Appointees:

In most instances the City does not have fixed term limits for City Boards and Commissions. One exception is the Poquoson School Board which allows for an initial three-year term and up to two reappointments as per the City Charter, though traditionally members of the School Board have served no more than two consecutive terms. As a general practice it is the Council's expectation that no City Board/Commission appointee shall serve more than three consecutive terms.

### Attendance Requirements for Appointees:

It is the Council's expectation that persons appointed to City Boards/Commissions will attend all regularly scheduled meetings of the appointed body. The Clerk shall provide Council periodic reports on appointee attendance and the Council may consider any appointee whose attendance for regularly scheduled meetings in any given year which is below 75%, at its sole discretion, as having resigned his or her position to the extent permitted by law.

### Participation:

It is the Council's expectation that persons appointed to City Boards and Commissions shall participate and vote on all matters properly before the appointed body, unless there is a legal conflict of interest which would require recusal.

### Chair Rotation:

It is the Council's expectation that the chairmanship shall be rotated amongst the membership of the City Board/Commission such that no member shall serve more than two consecutive terms as chair, when practicable.

*By signing below, you acknowledge that the information provided on this application is accurate, and that you have read and understand the expectations set forth above.*

Signature:

Date: