



## **CITY OF MOUNTLAKE TERRACE BOARDS AND COMMISSIONS**

The Mountlake Terrace City Council is seeking candidates for vacancies on its advisory boards and commissions. Appointed by the City Council, the board and commission members offer their knowledge and experience to advise and inform the City Council on a variety of issues to help shape the community.

Recruitment is conducted each year (usually in the spring); however, you may apply anytime because openings may occur throughout the year.

Most boards and commissions meet once per month on a regularly scheduled night and time.

You may apply for openings on any of the following boards and commissions

- Arts Advisory Commission
- Diversity, Equity and Inclusion Commission
- Planning Commission
- Recreation and Park Advisory Commission

### **Arts Advisory Commission**

The Arts Advisory Commission consists of seven members and seeks out, promotes, and sponsors activities that enhance the cultural atmosphere of the community. Five of the seven members must be residents of Mountlake Terrace.

Meetings are held on the third Tuesday of each month at 5:30 p.m. at City Hall. Terms are three years.

### **DIVERSITY, EQUITY & INCLUSION COMMISSION (DEIC)**

The DEIC consists of seven members with a mission of promoting and embracing diversity through action, education, and guidance. The Commission seeks to foster an understanding that includes, accepts, respects and appreciates each individual member of our community.

Meetings are held on the third Wednesday of each month at 7:00 p.m. at City Hall. Terms are three years.

### **PLANNING COMMISSION**

The Planning Commission consists of seven members and makes recommendations to the City Council about community development issues, especially those affecting future land use and growth.

Applicants should have an interest in community planning, including considering revisions to the city's Comprehensive Plan and development code. Commissioners should be knowledgeable about planning and development issues.

Meetings are held on the second and fourth Monday of each month at 7:00 p.m. at City Hall. Terms are four years.

### **RECREATION AND PARK ADVISORY COMMISSION (RPAC)**

RPAC consists of seven members and promotes the use of recreation facilities and programs, and participates in city-wide special events and volunteer park projects.

Major projects include updating the Comprehensive Recreation and Park Plan as part of the city's Comprehensive Plan, and making recommendations on these projects to the City Council.

Meetings are held on the second Tuesday of each month at 7:00 p.m. at City Hall. Terms are three years.

### **HOW TO APPLY**

Applications are available online [here](#). Submit the electronic application or request a PDF application by emailing [cityhall@mltwa.gov](mailto:cityhall@mltwa.gov). Please complete and return your PDF application to [cityhall@mltwa.gov](mailto:cityhall@mltwa.gov).

A City Council subcommittee member may contact you for an interview once they have reviewed your application. The subcommittee will make their recommendation for appointments to the full City Council who will confirm the appointment at a City Council meeting.



## APPLICATION FOR MOUNTLAKE TERRACE BOARDS AND COMMISSIONS

We invite you to become an active participant in shaping your  
community!

*(Use reverse side if more space is needed)*

**Name**

**Phone number**

**Address**

**Email address**

**Occupation**

**Board/Commission for which you are applying?**

**Are you willing to serve on another board or commission if not chosen for this one?**

**If so, list your second choice**

**Third choice**

**Why are you interested in serving on a City of Mountlake Terrace board or commission?**

**Are you able to regularly attend the meetings? (See attached meeting schedule):** \_\_\_\_\_

**Describe any community activities or volunteerism you have done and please include any leadership roles.**

**Do you have experience in working as part of a team? If so, please describe briefly.**

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**Whether or not you have team experience, do you enjoy working with others?**

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**Please list any occupational/educational skills or background you feel are relevant to serving on this board.**

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**Please list any interests or hobbies if applicable to your application to this board or commission.**

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**Please attach your resume and/or briefly summarize your recent work experience. If retired, student or not working, please let us know or describe your previous work experience.**

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Please fill out this application completely and return it by email ([cityhall@mltwa.gov](mailto:cityhall@mltwa.gov)), in person, by mail (City Clerk, City of Mountlake Terrace, PO Box 72, Mountlake Terrace, WA 98043), or online ([www.cityofmlt.com/FormCenter/Boards-Commissions-5/Application-Form-for-Mountlake-Terrace-B-44](http://www.cityofmlt.com/FormCenter/Boards-Commissions-5/Application-Form-for-Mountlake-Terrace-B-44)). For more information contact the City Clerk at (425) 744-6206.