

City Commissions & Committees

Brisbane 101

November 6, 2021



OPEN SEATS TO APPLY FOR BY JAN. 14, 2022

Direct page to Access Application Forms:

www.brisbaneca.org/open-seats



CITY OF BRISBANE

MAKE A DIFFERENCE

Apply for Open Seats in the Following City Council
Commissions & Committees



- **Planning Commission**
- **Parks & Recreation Commission**
- **Open Space and Ecology Committee**
- **Complete Streets Safety Committee**
- **Inclusion, Diversity, Equity & Accountability Committee**

FOR MORE INFO GO TO WWW.BRISBANECA.ORG
OR EMAIL CITYCLERK@BRISBANECA.ORG

DEADLINE TO APPLY: FRIDAY, JANUARY 14, 2022 AT 5PM

Parks and Recreation Commission (4 seats
for terms until 2026)

Meets on the second Wednesday of each
month at 6:30pm

Planning Commission (2 seats for terms until 2026)

The Planning Commission meets regularly on the 2nd and 4th Thursday of each month at 7:30pm

Complete Streets Safety Committee (3 or 5 seats for terms until 2026)

The term of service is for four years. The Complete Streets Safety Committee usually meets regularly on the first Monday of each month at 6:30pm.



Open Space and Ecology Committee
(5 seats for terms until 2026)

Meets regularly on the fourth Wednesday of each
month at 6:30pm



Inclusion, Diversity, Equity, and Accountability
(IDEA) Committee (7-11 seats for terms until 2024
& 2026)*

(*Note: Brisbane residents and people who work in
Brisbane are welcome to apply for the IDEA
Committee)



Inclusion, Diversity, Equity & Accountability (IDEA) Committee

On September 23, 2021, the City of Brisbane City Council approved the creation of a new City Committee - the Inclusion, Diversity, Equity, and Accountability (IDEA) Committee.



Purpose

IDEA Committee members would define what Diversity and Inclusion means for the City. Members would also be an ambassador for the City to various aspects of the community, and the Committee would provide insight and feedback to the City Council on issues related to diversity and inclusion.

Membership

The Membership of the Committee would be between 7-11 members. Members would be selected by Council appointment. People who are eligible to apply are Brisbane residents and people who worked in Brisbane. The subcommittee thought it was important that people who work in town could be represented on this committee which could broaden the perspectives on this new committee.



Meeting Dates & Times

IDEA will meet monthly, and committee members will determine the day and time of their meetings to allow for people who are not normally able to serve on committees due to time constraints to find a better day and time than if the date was preset.



- To apply for any of these positions and to have an opportunity to make a contribution to your community, fill out the application form available below and return it to the City Clerk's Office via email at cityclerk@brisbaneca.org or by mail:
Attention: City Clerk
50 Park Place, Brisbane, CA 94005
- Applications must be received no later than 5pm on Friday, January 14, 2022. Except for a small stipend paid to Planning Commissioners and Park and Rec Commissioners, there is no compensation for these positions. It should be noted that incumbent members of all these commissions are eligible to apply for reappointment. An electronic copy of the application is acceptable to meet the deadline.
- For more information, contact the City Clerk's Office at (415) 508-2113 or at cityclerk@brisbaneca.org.



What happens after you submit your application?

- Council will schedule a 10-15 minute interview with applicants**
- Council will make appointments for each seat**
- Council will approve a resolution for your appointment**
- Once appointed you will be sworn in and take part in an orientation/on boarding process with staff**



Interview Tips:

Arrive early (Log in to Zoom early)

Review the application you submitted

Do some research- City website and
attend/view some meetings

Anticipate questions panel will ask you

Activity:

Commission or Committee: _____

Possible Interview Questions (2):

Answers:

