



**Community Service Application for:
BOARD OF ADMINISTRATIVE APPEALS**

**Two (2) Full Term Vacancies, expiring March 2028
One (1) Alternate Vacancy, Two-Year Term**

Deadline Date: By 5:00 p.m., September 26, 2025

*Required field

APPLICANT INFORMATION ☐ Youth 14-17

*Full Name:	Main Phone: ()	Alternate Phone: ()
*Residence Address: Antioch, CA	E-mail Address:	
Employer/School:	Occupation:	Resident since:

***PARENT/GUARDIAN INFORMATION (if applicant is age 14-17 years)**

*Full Name:	Main Phone: ()	Alternate Phone: ()
*Residence Address: Antioch, CA	E-mail Address:	

***QUESTIONNAIRE**

Please answer the questions below on a separate sheet(s) and attach. Applications without these questions answered will not be considered. Please attach your resume (*recommended to enhance your application*).

1. List (3) main reasons for your interest in joining the Boards of Administrative Appeals.
2. What skills/experience do you have that would be helpful in serving on this Board?
3. Please provide details of any previous community service performed within the City of Antioch.
4. Please add any other information/comments that would be helpful in reviewing your application.

***ACKNOWLEDGEMENTS**

My signature below indicates my understanding and acknowledgement that:

- ☐ *This completed application is available for public review (*youth applications are exempt*).
- ☐ *I have read and agree to the requirements listed on the Vacancy Announcement.
- ☐ *To the best of my ability, I will attend the Board of Administrative Appeals regular meetings every 1st Thursday of the Month, at 3:00 p.m.

Please return completed application by:

- **Mail to:** Office of the City Clerk
P.O. Box 5007, Antioch CA 94531
- **In Person:** Antioch City Hall-Clerk's Office
200 H Street, 3rd Floor
- **Email to:** cityclerk@antiochca.gov

*Applicant Signature	*Date
*Parent/Guardian Signature	*Date

(An original, signed application with parent/guardian signature is required, if a minor)

The City of Antioch encourages residents to become involved in their local community. One way to do so is to serve on various commissions, boards, and committees. Any interested resident is encouraged to apply.

Purpose:

The Board of Administrative Appeals hears appeals regarding administrative decisions by any official of the City dealing with Municipal Code Interpretations.

Board Seats:

- Five (5) Board Members, 4-year terms.
- One (1) Alternate Board Member, 2-year term.



Meetings:

- Held every first Thursday of every month at 3:00 p.m. in the City Council Chambers; or on other dates as needed.

Requirements:

- Must be a resident of the City of Antioch.
- Three (3) members shall have experience in building construction trades and/or training in the CA Code of Regulations.
- Board members are required to submit the Fair Political Practices Commission (FPPC) Form 700 (Statement of Economic Interests) upon assuming office, and every year thereafter.
- Board members are required to complete a 2-hour online AB1234 Ethics course within one year of their appointment.
- Newly appointed and reappointed Members are required to take an Oath of Office administered by the City Clerk.

To be considered for these volunteer position(s), a completed application must be emailed to: cityclerk@antiochca.gov, or mailed/delivered to the Office of the City Clerk, by the deadline date listed above. Applications are available on the City's website at: <https://bit.ly/COA-BC23>, and at the City Clerk's Office.