



CITY CLERK'S OFFICE

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NOTICE OF INFRASTRUCTURE OVERSIGHT BOARD VACANCY

BURBANK, CA (September 23, 2025) – The Burbank City Clerk's Office is accepting applications for the Infrastructure Oversight Board beginning **September 23, 2025** through **October 23, 2025**. Applications may be submitted online by visiting www.burbankca.gov/bccapplication or you can pick up an application in the City Clerk's Office located in City Hall at 275 East Olive Avenue, First Floor. Completed applications may be submitted online, mailed, or dropped off (no postmarks and no exceptions for late submittals).

BOARDS, COMMISSIONS, AND COMMITTEES	TERM	NO. OF VACANCIES	SPECIFIC REQUIREMENTS	FORM 700	AB 1234
Infrastructure Oversight Board	Unexpired term until 7-31-2027	1	See Code Section Below	✓	✓

The deadline to submit an application to the Burbank City Clerk's Office is Thursday, October 23, 2025, by 5:00 p.m. The appointments are tentatively scheduled to be made at the November 18, 2025, City Council Meeting. All City Board, Commission, and Committee members serve without compensation from the City. No individual shall serve on more than one Board, Commission, or Committee at the same time. Any person appointed to fill a vacancy shall hold office for the remainder of the unexpired term. Persons appointed to serve unexpired terms must complete the term before applying to serve on another board, commission, or committee. All applicants must reside within the jurisdictional boundaries of the City of Burbank (per BMC §§ 2-1-404, 2-1-405, 2-1-406, and 2-1-407).

Infrastructure Oversight Board Information

When making appointments to the Infrastructure Oversight Board, Council should consider not only diversity, but also the appointee's interest in and knowledge of City infrastructure projects, methods, and procedures. As such, Council should consider appointment of architects, civil engineers, as well as professionals with expertise in other areas such as project management, urban planning, traffic engineering, structures/buildings, construction management, budget/finance, and/or other related expertise. Toward this end, when recruiting for open positions on this Board, the City Clerk in any advertisements shall encourage civil engineers, as well as professionals with expertise in other areas such as transportation, urban planning, traffic engineering, structures/buildings, construction management, budget/finance, to apply (per BMC Section 2-1-426(B)(1)(b)).

For more information, please contact the City Clerk's Office at (818) 238-5851
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