



Office of the City Manager

(972)-450-7000 Fax: (972)-450-7043

Post Office Box 9010 Addison, Texas 75001-9010

5300 Belt Line Road

August 7, 2006

Dear Addison Resident:

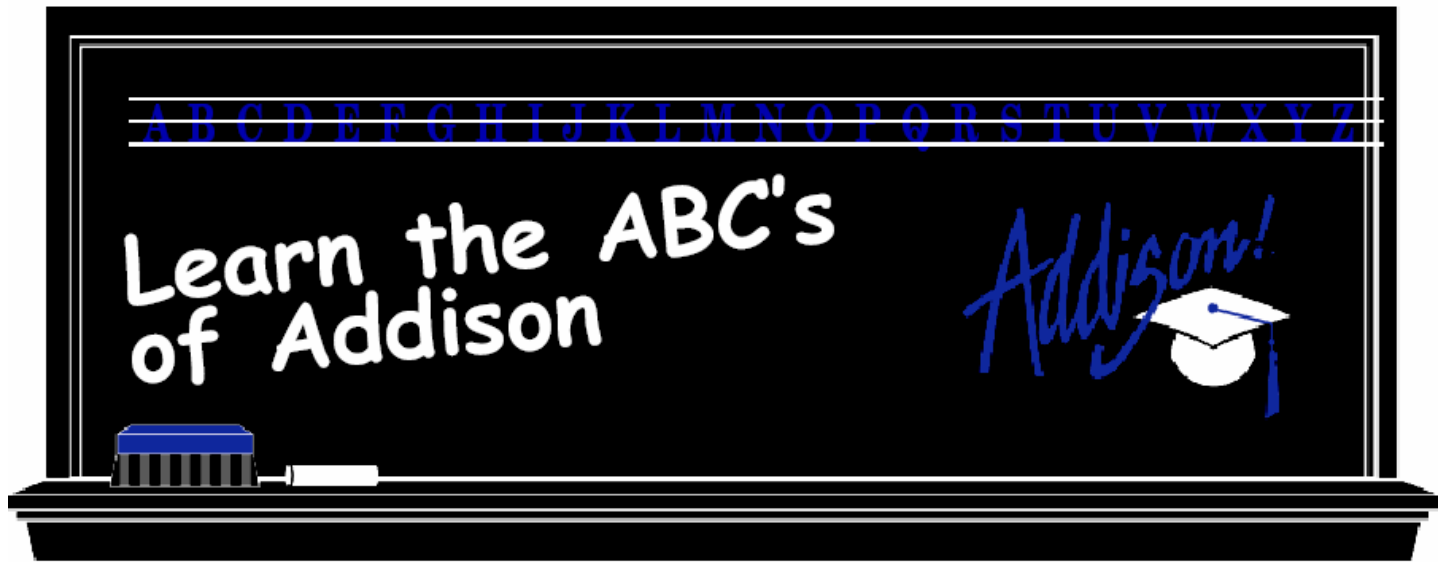
The Town of Addison is gearing up for Addison Citizen Academy, an intensive three full days of training for citizens who want to learn how their Town operates. The overall mission of the Addison Citizen Academy is to help develop a better understanding of the Town of Addison and all its municipal functions in a fun and interactive forum.

The Addison Citizen Academy consists of three Saturday sessions on October 14, October 28, and November 4, covering a variety of civic and local government topics including City Council roles and responsibilities, strategic planning, economic development, tourism and recreation offerings, regional intergovernmental relations, and many other Addison-focused municipal topics. The last Addison Citizen Academy was held in 2004 with 28 graduates.

With the knowledge that past graduates have gained from this program, they have served on various boards and committees such as the: Planning and Zoning Commission, Arbor Foundation, Addison Athletic Club Expansion Architectural Selection Committee, Addison Airport Fuel Farm Committee, and more. Also, graduates have volunteered at many of Addison's special events.

Approximately 30 residents will be accepted into the class on a first come, first serve basis. Interested residents must be at least 18 years of age, provide proof of Addison residency of one year, and submit a completed Addison Citizen Academy Application Form. Applications will be available on the Town of Addison web site, www.ci.addison.tx.us or at Addison Town Hall beginning August 7, 2006. Applications will **only** be accepted at Addison Town Hall, 5300 Belt Line Road, until September 15, 2006. An enrollment fee of \$50.00 partially offsets the cost of meals and course supplies.

If you have any questions about this program, please contact Mario Canizares at 972-450-7000 or by email at mcanizares@ci.addison.tx.us.



The Mission of the Addison Citizen Academy: To provide a curriculum for the purpose of fostering a greater sense of understanding of the Town of Addison and all its municipal functions in a fun and interactive forum.

WHAT IS THE ADDISON CITIZEN ACADEMY?

Citizen Academy is a three-day instructional program designed to provide residents of Addison with a strong working knowledge of civic and municipal operations of the Town of Addison. The program consists of three Saturday sessions covering a variety of civic and local government topics including City Council roles and responsibilities, strategic planning, economic development, tourism and recreation offerings, regional intergovernmental relations, and many other Addison-focused municipal topics. The instruction is comprehensive, covering selected topics at each of the sessions with special project assignments associated with certain topics. The instruction also requires attendance at one regularly scheduled Addison City Council meeting.

PROGRAM CALENDAR

Application Submittal Deadline: 5:00 p.m. Friday, September 15, 2006

Notification of Application Acceptance: Week of September 25, 2006

Opening Reception/Dinner: Friday, October 13, 2006 (6:00 p.m. - 9:00 p.m.)

Session I: Saturday, October 14, 2006 (8:30 a.m. - 4:30 p.m.)

Session II: Saturday, October 28, 2006 (8:30 a.m. - 4:30 p.m.)

Session III: Saturday, November 4, 2006 (8:30 a.m. - 4:30 p.m.)

Addison City Council Attendance: Tuesday, December 12, 2006 (7:30 p.m.)

Graduation Event: Date - To be announced

WHO IS ELIGIBLE TO PARTICIPATE?

The class is made up of a cross section of Addison residents. The minimum age for enrollment is 18 years of age and one year proof of residency is required. Approximately 30 students will be accepted into each class. Completion of the official Addison Citizen Academy Enrollment Application is required. Students completing the full Addison Citizen Academy curriculum will be honored at a special graduation event at the conclusion of the program.

WHAT DOES IT COST?

There is a non-refundable enrollment fee of \$50.00 which goes toward the cost of meals and course supplies for each meeting.

ENROLLMENT APPLICATION

PLEASE PRINT OR TYPE

(Applicant must be 18 years of age; incomplete and/or unsigned applications will not be considered.)

NAME (LAST/FIRST/MIDDLE) _____ DATE OF BIRTH _____

STREET ADDRESS _____ HOME PHONE _____

CITY/STATE/ZIP _____ TX DRIVERS LICENSE NO. _____ WORK PHONE _____

Resident of Addison as of _____ (month/year)

E-mail: _____ Emergency Contact: _____
Name Relationship Phone No

PLEASE INDICATE THE HIGHEST LEVEL OF EDUCATION COMPLETED __HIGH SCHOOL __COLLEGE/UNIVERSITY __GRADUATE SCHOOL

NAME OF SCHOOL _____ CITY _____ STATE _____

PLEASE EXPLAIN WHY YOU WISH TO PARTICIPATE IN THE ADDISON CITIZEN ACADEMY.

PRESENT EMPLOYER _____ YOUR TITLE _____

ADDRESS _____ TELEPHONE _____

REFERENCE #1 _____ ADDRESS _____

PHONE _____

REFERENCE #2 _____ ADDRESS _____

PHONE _____

REFERENCE #3 _____ ADDRESS _____

PHONE _____

WERE YOU RECOMMENDED OR ADVISED TO APPLY FOR ENROLLMENT IN THE ADDISON CITIZEN ACADEMY? __YES __NO

IF SO, BY WHOM? _____

I hereby certify that there are no willful misrepresentations, omissions or falsifications in the foregoing statements and answers to questions. I understand that any omission or false statements on this application shall be sufficient cause for rejection for enrollment or dismissal from the Addison Citizen Academy. I understand there is a \$50 non-refundable charge for the Academy, and if selected for enrollment, pledge the time commitment to attend.

APPLICANT SIGNATURE _____ DATE _____

RETURN COMPLETED APPLICATION AND A \$50.00 CHECK TO:
KIMBERLY BETTIS, CITY MANAGER'S OFFICE 5300 BELT LINE ROAD, DALLAS, TEXAS 75254