

APPLICATION FOR APPOINTMENT TO BONNEY LAKE CITY COUNCIL

Thank you for your interest in serving the community as a member of the Bonney Lake City Council. The timeline for filling the Council vacancy is as follows:

Friday, October 13, 2017: Applications due to City Administrator by 5:00 pm

Tuesday, October 17, 2017: Candidate speeches/interviews (Council Workshop, 6:00 pm)

Tuesday, October 24, 2017: Council vote and swearing-in (Council Meeting, 6:00pm)

To be considered, your application must be completed and received by the City Administrator at the Bonney Lake Justice and Municipal Building (9002 Main St E) **no later than 5:00 pm on Friday, October 13, 2017**. Applications received after 5:00 will not be considered. Additional written information after this date will not be accepted unless requested by the City Council.

Please submit the following items:

- Application (see page 3)
- A **1 page** cover letter indicating your interest and general qualifications for the position.
- A resume of **no more than 3 pages**.
- Answers to the Supplemental Questions of no more than 3 pages total.

For further information, please contact City Administrator Don Morrison at (253) 447-4307, or morrisond@ci.bonney-lake.wa.us

The application and any correspondence should be addressed to:

**Don Morrison, City Administrator
Councilmember Recruitment
9002 Main St E
Bonney Lake, WA 98391**

Councilmember Eligibility, Requirements & Public Disclosure

To be eligible to be appointed to the Bonney Lake City Council, **you must have continuously resided within Bonney Lake city limits for a minimum of one year prior to your appointment to the Council, and must be a registered voter in the City of Bonney Lake.**

If you hold, participate in, or are involved in any contract(s) with the City of Bonney Lake or if you hold any other elected public office, please explain in your cover letter.

If you are appointed to the vacant position by a majority vote of the City Council, your term will expire after the results of the November 2019 general election have been certified.

Once a Councilmember application is filed with the City, it is a public record available to the public.

The applications received from all candidates who meet the minimum requirements of State law, along with the answers to the supplemental questions, will be posted on the City of Bonney Lake website as part of the Council's October 17th meeting packet.

If appointed, you will be required by state law to file financial disclosure statements with the Washington Public Disclosure Commission (www.pdc.wa.gov).

City Council Duties & Compensation

The Bonney Lake City Council is the legislative authority of the City of Bonney Lake. The City operates under a Mayor-Council form of government. The seven-member City Council serves as the legislative body of the City. The Council is responsible for setting legislative policy, adopting the annual budget, adopting laws, determining the services to be provided and the funding levels for those services.

The duties of a City Councilmember will likely involve an average **minimum** commitment of 18-20 hours per month for constituent relations, preparation, participation, and attendance at various meetings and community activities. Beyond the broad duties previously mentioned, Councilmember duties include, but are not limited to:

- Attendance is required at City Council meetings which are held Tuesdays from 6:00pm until adjournment. The first and third Tuesdays are council “Workshops” (less formal study sessions); and the 2nd and 4th Tuesdays are regular meetings. From time to time, the City Council or Mayor may call special City Council meetings as needed. Attendance is also required at the Council’s annual retreat, usually held on a Saturday in January or February. Many council members also attend the annual Association of Washington Cities conference each June (Wed-Friday). Each councilmember is also appointed to at least one council committee (community development, finance, or public safety). These committees generally meet prior to the Tuesday workshop or regular meeting.
- Councilmembers are also expected to serve as liaisons to various regional boards and commissions as appointed by the mayor or council, and to represent the City Council at various community functions. These various meetings and functions occur normally during the evenings, but may also occur on some weekends, and during some weekdays.
- Some travel is expected locally, regionally, and/or within the State of Washington, involving various organizations of which the City of Bonney Lake is a member. Travel expenses are reimbursed in accordance with City policy applicable to all employees and city officials, subject to the Council’s budgetary limit.

The monthly **Councilmember salary is \$850 per month**, and includes no fringe benefits.

Speech Questions

Each Candidate will have 3-5 minutes to speak to the Council. Answers to the following questions should be addressed in your speech at the Council Workshop on Tuesday, October 17, 2017 at 6:00 pm:

1. Why do you want to serve on the City Council?
2. What experiences, talents or skills do you bring to the Council and community that you would like to highlight?
3. Are there any community issues in which you have a particular interest or expertise?
4. How do you view the role of a member of the City Council?
5. What work or personal obligations do you have that could hinder your service to the City?

The Council may ask additional questions of candidates during your speech.

APPLICATION FOR APPOINTMENT TO BONNEY LAKE CITY COUNCIL POSITION #4

Applicant Information

(Please type or print)

Applicant Name _____

Residence Address _____

Driver's License: _____ Date of Birth (M/D/Y): _____

Home Phone _____ Work Phone _____

E-Mail _____

Cover Letter & Resume

Please attach a one page cover letter and a resume of no more than 3 pages to this application.

Supplemental Questions

Please respond in writing to the following questions regarding your interest in the position of Councilmember for the City of Bonney Lake on separate pages, using no more than 3 pages total:

1. Why are you interested in serving as a Bonney Lake City Councilmember?
2. What strengths would you bring to the Council?
3. What are the three highest priorities and/or issues you believe the City needs to address?
4. Briefly describe your current/past community involvement on clubs, associations, nonprofits, boards, commissions, etc. and how this experience would benefit Bonney Lake.
5. What do you consider the primary roles of a member of the city council?
6. As a councilmember, your only legal authority is the ability to cast one of seven votes. What is your philosophy of how to build consensus or majority support for a program, service, or regulation?
7. Is there anything else you would like to add that would help us get to know you a little better?

Please return this form, your cover letter, resume and answers to the supplemental questions to the City Administrator at Bonney Lake Justice and Municipal Center (9002 Main St E) no later than 5:00 p.m. on Friday October 13, 2017. Scanned and emailed applications are acceptable. The candidate is responsible for assuring delivery. Applications received after 5:00 p.m. will not be accepted.

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Bonney Lake, WA 98391
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