

APPLICATION FOR APPOINTMENT TO BAINBRIDGE ISLAND CITY COUNCIL POSITION #4

Thank you for your interest in serving the community as a member of the Bainbridge Island City Council.

The timeline for filling the Council vacancy is as follows:

Tuesday, December 30, 2014: Applications are due to City Clerk by 4:00 p.m.

Thursday, January 15, 2015: Candidate interviews beginning at 6:00 p.m. (Special City Council Meeting) and appointment

Tuesday, January 20, 2015: Swearing in of new Councilmember at 7:00 p.m. (Study Session)

To be considered, your application must be completed and received by the City Clerk at Bainbridge Island City Hall (280 Madison Avenue North) no later than 4:00 pm on Tuesday, December 30, 2014. Applications received after 4:00 pm will not be accepted. 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 2 pages**.
- Answers to the Supplemental Questions of **no more than 3 pages total**.

For further information, please contact

Mayor Anne Blair at 206.842-6722 or

ablair@bainbridgewa.gov.

This application and any correspondence should be addressed to:

Roz Lassoﬀ, City Clerk
Council Recruitment
280 Madison Avenue North
Bainbridge Island, WA 98110

Councilmember Eligibility, Requirements & Public Disclosure

To be eligible to be appointed to the Bainbridge Island City Council, you:

- Must have continuously resided within the Bainbridge Island city limits for a minimum of one year prior to your appointment to the Council, and
- Must currently reside within the Central Ward, and
- Must be a registered voter in the City of Bainbridge Island.

If you hold, participate in or are involved in any contract(s) with the City of Bainbridge Island, please explain your involvement in your cover letter.

If you hold any other elected public office, please state what office and where in your cover letter.

Please note that:

- 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 Bainbridge Island website as part of the Council's meeting packet the week of the initial interview.
- 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 Bainbridge Island City Council is the legislative authority of the City of Bainbridge Island. The City operates under the Council-Manager form of government. The seven-member City Council serves as the legislative body of the City. The Council is responsible for setting policy, adopting the biennial budget, adopting laws, determining the services to be provided and the funding levels for those services, and appointing citizens to its advisory boards and commissions.

The duties of a City Councilmember will likely involve an average minimum commitment of 18 – 20 hours per month for 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 regular City Council meetings, which are held weekly on Tuesday evenings of each month, from 7:00 pm to 10:00 pm and occasionally later. From time to time, the City Council or Mayor may call special City Council meetings to handle city business. Attendance is also required at the Council's annual Planning Session usually held over a weekend in January/February and a Mini-Planning Session usually held on a Saturday in June.
- Councilmembers are expected to serve on Council Sub-Committees, regional boards and commissions, 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 which the City of Bainbridge Island is a member. Councilmembers may also at their discretion travel and attend training, education and/or participate in other organizations at the local, regional, state, or in some instances on the national level. Travel, education, and training expenses for local, regional, state, and national activities are reimbursed in accordance with City policy applicable to all employees and city officials, subject to the budgetary limit set for each councilmember and for the city council as a whole.

The Councilmember salary as of January 1, 2015, is \$1,000 per month.

Interview Questions

Each candidate should come to the interview prepared to speak to the following questions:

1. Are there any regional issues or forums in which you have a particular interest or expertise? (e.g. transportation, water supply, human services, water quality, fiscal management, solid waste, etc.)
2. Do you want to serve on the City Council because of a particular local issue on which you want to work or are your interests more broadly distributed?

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Applicant Information

(Please type or print)

Applicant Name _____

Residence Address _____

Home Phone _____ Work/Cell Phone _____

E-Mail _____

Cover Letter & Resume

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

Supplemental Questions

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

1. Why are you interested in serving as a Bainbridge Island City Councilmember?
2. What strength would you bring to the Council?
3. What are the three highest priorities and/or issues you believe the City needs to address? How would you propose to address these issues?
4. Explain your current and past community involvement and/or service on city, nonprofit, or public boards, committees, task forces, or commissions and how this has contributed to the Bainbridge Island community. Address its relevance to the position of Bainbridge Island City Councilmember.
5. What do you wish to accomplish during this appointed term as Bainbridge Island City Councilmember?
6. What is your vision for our City and community?
7. Is there anything else that you may wish 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 Clerk at Bainbridge Island City Hall (280 Madison Avenue North) **no later than 4:00 pm on Tuesday, December 30, 2014.** Applications received after 4:00 pm will not be accepted.

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