

## **CITY OF BONNEY LAKE**

### **NOTICE OF COUNCIL VACANCY RECRUITMENT**

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The City of Bonney Lake is seeking applications from residents of Bonney Lake to fill a vacancy on the City Council. The term will commence once a candidate is appointed by a majority vote of the City Council, and will expire after the results of the general election held November 2019 have been certified. **To be eligible, the applicant must be registered to vote in Bonney Lake and have lived within the City limits for at least the past 12 months (1 year).**

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 2<sup>nd</sup> and 4<sup>th</sup> 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 does not include any fringe benefits. Application materials are available from the City Administrator at [morrisond@ci.bonney-lake.wa.us](mailto:morrisond@ci.bonney-lake.wa.us) or on the City's website at: [www.ci.bonney-lake.wa.us](http://www.ci.bonney-lake.wa.us). Applications must be **received by 5:00 p.m. on Friday October 13, 2017**. A mailing postmark date will not be accepted. Scanned and emailed applications are acceptable. All eligible applicants will be interviewed on Tuesday October 17<sup>th</sup> at 6pm in the Justice and Municipal Building located at 9002 Main St E, Bonney Lake 98391.