

APPLICATION FOR APPOINTMENT TO MERCER ISLAND CITY COUNCIL POSITION #7

Thank you for your interest in serving on the Mercer Island City Council.

The timeline for filling the City Council vacancy is as follows:

Wednesday, May 7, 2025:	Recruitment Opens
Wednesday, May 28, 2025:	Applications due to the City Clerk by 5:00 pm
June 2025	Candidate interviews and Appointment (Meeting Dates TBD)
Tuesday, July 1, 2025:	Ceremonial swearing in of new Councilmember (Regular Meeting)

To be considered, your application must be completed and received by the City Clerk **no later than 5:00 p.m. on Wednesday, May 28, 2025**. Applications received after 5:00 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 to cityclerk@mercerisland.gov:

- 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**.

Councilmember Eligibility, Requirements & Public Disclosure

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

1. Have continuously resided within the Mercer Island city limits for a minimum of one year prior to your appointment to the Council, and
2. Be a registered voter in the City of Mercer Island.

If you hold, participate in or involved in any contract(s) with the City of Mercer 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.
- You may withdraw your application at any time during the process.
- The applications received from all candidates who meet the minimum requirements of State law, along with the answers to the supplement questions, will be posted on the City of Mercer Island website as part of the City 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 Mercer Island City Council serves as the legislative authority for the City, operating under a Council-Manager form of government. This seven-member body is responsible for setting policy, adopting the annual budget, enacting local laws, determining service levels and funding, and appointing community members to advisory boards and commissions.

Serving as a City Councilmember typically requires a minimum commitment of 20 hours per month for meeting preparation, participation, and attendance at various meetings and community events. In addition to the general responsibilities outlined previously, Councilmember duties include—but are not limited to—the following:

- **Regular Meetings:** Councilmembers are required to attend Regular City Council meetings, held on the first and third Monday of each month at 5:00 p.m. Special Meetings may also be called as needed.
- **Liaison and Community Representation:** Councilmembers are expected to serve as liaisons to specific advisory boards, commissions, and regional organizations, as well as represent the City Council at community functions. These meetings and events are typically held in the evenings, but may also occur during weekdays or on weekends.
- **Travel, Training, and Representation:** Some travel is expected within the region and the state, in connection with organizations of which the City is a member. Councilmembers may also choose to attend training, educational opportunities, or participate in professional organizations at the local, regional, state, or national level. Travel, education, and training expenses are reimbursed in accordance with City policy and subject to budgetary limits established for each Councilmember and for the City Council as a whole.

The monthly Councilmember salary as of January 1, 2005 is \$200 per month.

Interview Questions

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

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 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, parks & open space, etc.)
4. 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?

The Council may ask additional questions of candidates during the interview.

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Applicant Information

(Please type or print)

Applicant Name _____

Residence Address _____

Home Phone _____ Work 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 Mercer Island on separate pages using no more than 3 pages total:

1. Why are you interested in serving as a Mercer 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 Mercer Island community. Address its relevance to the position of Mercer Island City Councilmember.
5. What do you wish to accomplish during this appointed term as a Mercer 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 send this form, your cover letter, resume, and answers to the supplemental questions to the City Clerk at cityclerk@mercerisland.gov **no later than 5:00 pm on Wednesday, May 28, 2025.**

Applications received after 5:00 pm will not be accepted.