

CITY OF DEPOE BAY

APPLICATION/APPOINTMENT PROCEDURE FOR CITY COUNCIL VACANCY

1. Notice seeking applications for vacated position is posted by City
2. Applicants complete and submit applications/resumes to City Hall by deadline date
3. Council considers applications and conducts interviews at scheduled council meeting
4. Appointment is determined by majority vote of the Council
5. Successful applicant is sworn in by city staff, begins serving term. Term begins immediately upon appointment and continues until the beginning of the year following the next general biennial election and until his/her successor is qualified, and successor for the un-expired term shall be chosen at the next general biennial election after said appointment.

INSTRUCTIONS FOR APPLICANTS

- Complete application form
- Attach resumé to application
- Submit complete application to city hall by deadline date identified on notice
- Attend council meeting for interview (you will be notified as to meeting date)
- FYI - criteria used as guideline by council members in considering applications for the Council Position include the following: Willingness and ability to commit the time and effort to attend meetings, training sessions, do necessary research and homework; Prior governmental experience; Length of residency and/or commitment to the Depoe Bay community SPECIAL NOTE: per City Charter, Section 12. "No person shall be eligible for an elective office of the city unless at the time of his election (appointment) he is a qualified elector within the meaning of the state constitution and has resided in the city during the twelve (12) months immediately preceding the election (appointment)."

CITY of DEPOE BAY

Post Office Box 8 + Depoe Bay, Oregon 97341
Phone (541) 765-2361 + Fax (541) 765-2129
TDD# 1-800-735-2900



APPLICATION FOR CITY COUNCIL VACANCY

"This institution is an equal opportunity provider"

APPOINTMENT FOR VACATED COUNCIL POSITION NO. _____

I, _____, am requesting to be considered to serve as a member of the Depoe Bay City Council, to fill the vacancy which now exists, serving until the beginning of the year following the next general biennial election and until successor is qualified, such successor being chosen at the next general biennial election after said appointment.

I understand there is at least two regular meetings each month (possibility of additional special meetings) to conduct the necessary business of the City.

I am willing to give of my time and knowledge to attend all meetings of the City Council, unless good cause prevents such attendance. I will notify the Mayor or the City Recorder of such cause prior to meeting time.

I certify that I satisfy the qualification requirements and am eligible for an elective office of the City pursuant to Section 12 of the Depoe Bay City Charter.

Respectfully,

Name _____ Date: _____

Mailing Address _____

Residence Address _____

How Long ? _____

Occupation _____

Telephone Numbers _____

E-mail Address _____

A BRIEF RESUMÉ MUST BE ATTACHED TO THIS FORM, THANK YOU!