

## **CITY OF DEPOE BAY**

### **APPLICATION/APPOINTMENT PROCEDURE FOR HARBOR COMMISSION**

1. Notice seeking Applications for vacant or expiring position is posted by City.
2. Applicants complete and submit Applications/Resumes to City Hall by Deadline Date.
3. Council considers Applications and interviews Applicants 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 on Commission.

### **INSTRUCTION FOR APPLICANTS**

- Complete Application Form.
- Attach Resume' 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 Harbor Commission include the following: Willingness and ability to commit the time and effort to attend meetings, do necessary research and homework; Length of residency and/or commitment to the Depoe Bay Community. The Council will give special consideration to Applicants from the Depoe Bay business community, the environmentalist community, and those persons who have special expertise with harbor operations.

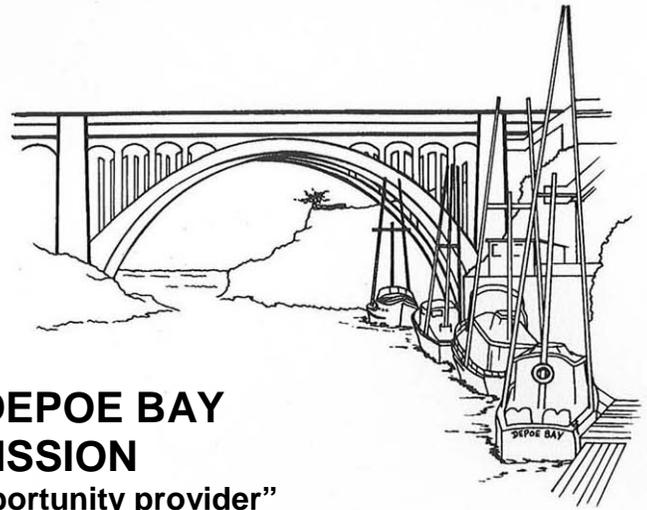
### **PLEASE NOTE**

**Any individual may not serve on more than two City Commissions/Committees/Teams simultaneously.**

“This institution is an equal opportunity provider”

# CITY of DEPOE BAY

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TDD# 1-800-735-2900



## APPLICATION FOR DEPOE BAY HARBOR COMMISSION

**“This institution is an equal opportunity provider”**

I, \_\_\_\_\_, am requesting to be considered as a member of the Depoe Bay Harbor Commission, for Position Number \_\_\_\_\_, (regular or non-voting) for a 4-year term; or, to fill the vacancy which now exists, for Position Number \_\_\_\_\_, (regular or non-voting) which expires \_\_\_\_\_.

### **Please Identify the Following:**

- Non-Resident (no more than two members)**
- Directly Financially Affiliated with the Harbor (no more than two members)**

**The Council will give special consideration to Applicants from the Depoe Bay business community, the environmental community, and persons who have special expertise or experience with harbor operations.**

I understand there is at least one regular meeting each month to conduct the necessary business of the Commission.

*Ordinance No. 292 “No member shall miss more than two consecutive meetings. Should a member miss three consecutive meetings a report shall be provided to the City Council. The member may be removed from the Commission unless the City Council deems the absences as excused.”*

I also understand there could be special meetings called for various purposes.

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

Respectfully,

Name \_\_\_\_\_ Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

Residence Address \_\_\_\_\_

How Long \_\_\_\_\_

Business/Occupation Address \_\_\_\_\_

How Long \_\_\_\_\_

Telephone Numbers \_\_\_\_\_

E-mail Address \_\_\_\_\_

Background Information/Brief History: \_\_\_\_\_

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Special Expertise/Experience with Harbor Operations: \_\_\_\_\_

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My Contributions to this Commission will Include: \_\_\_\_\_

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You will be notified as to the date of the City Council meeting at which the Council will conduct interviews and consider appointment to fill the vacancy on the commission. If you are unable to attend the Council Meeting, please notify city staff at your earliest convenience. Thank You!