



Ronald Wastewater District Commissioner Application and Instructions

Ronald Wastewater District (Ronald) Position #4 is presently vacant. Ronald's Board of Commissioners will be appointing a resident currently residing in the Ronald service area (the City of Shoreline and a small portion of Southwest Snohomish County adjacent to Woodway, including Point Wells) to serve in this role. The appointment by the Board of Commissioners will commence on June 25, 2019 and expire upon the certification of the 2019 election results in November 2019, as the position will be subsequently filled in the 2019 election cycle.

WHO MAY APPLY?

- Anybody over 18 years of age who resides within the Ronald service area may apply for this position using the attached application form.

APPLICATION INSTRUCTIONS AND PROCEDURES

- If you are interested in serving in the Commissioner position, you must complete and submit the Commissioner Application Form by **5:00 p.m. on Tuesday, June 18, 2019.**
- Application Forms may be mailed, or scanned and emailed to the District Administrator:

Ronald Wastewater District
District Administrator
PO Box 33490 Shoreline, WA 98133

Email: dwitteringer@ronaldwastewater.org
Phone: (206) 306-3253

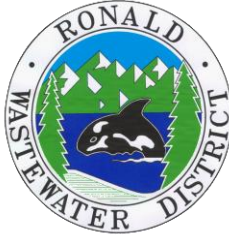
- Please fill out the Application Form as accurately and as comprehensively as possible. If you need additional space, you may include additional sheets of paper.
- As noted on the Application Form, you may also attach a resume instead of listing your educational, occupational and community/volunteer work background requested in Questions 1 – 3 on the Application Form. Please be sure to answer these questions in the body of your resume!
- The successful candidate will also be required to file a Personal Financial Affairs Statement (F1) with the Public Disclosure Commission within two weeks of appointment. <https://web.pdc.wa.gov/F1/Login.aspx>

ABOUT THE RONALD BOARD OF COMMISSIONERS

- The Ronald Board of Commissioners is the District's governing body. The five-elected, part-time Commissioners establish District policies and laws, adopt an annual budget, approve appropriations, oversee agreements and contracts for services, and review the performance of Ronald's independent contractors. The Ronald Board is responsible for the assets of the District which includes 190 miles of pipe. Ronald wastewater district serves a population of about 55,000 people.
- Serving on the Ronald Board is a great opportunity to problem-solve in a small group environment. The Commissioners work with consultants who are experts in their field of finance, engineering, law, public utilities and accounting. Ronald's consultants present the Board with reports or findings and the Board discusses those issues and votes to adopt, amend or table the items. Commissioners will learn about the infrastructure that has supported the tremendous growth in our area and will also learn about the agreements we have with our neighbors to provide wastewater service.
- Commissioners serve six-year terms – with Position #4 terms being January 2020 through December 2025; All Commissioners are “at-large”, meaning that they serve the District as a whole as opposed to a specific portion of the District's service area.
- The Commissioners elect a President and Vice President from among its members at the first meeting of the New Year. The President presides at Board meetings and represents the District at ceremonial functions and inter-governmental meetings. The Vice President presides in the President's absence.
- Board meetings are held on the 2nd and 4th Tuesday evenings at 6:00 p.m. The Board meeting schedule is set in December for the following year's meetings. Occasionally special meetings and/or workshops may be necessary and are scheduled as needed. Some of these meetings are held during regular daytime business hours. There are no Board meetings on Tuesday's that are legal holidays.
- Commissioners may also be required to serve on regional committees and attend workshops and conferences, which may be held during regular daytime business hours.
- Serving on the Ronald Board of Commissioners is a part-time position. The position includes salary as follows:
 - Salary of \$128.00 per meeting. Also, salary of \$128 per meeting/day for every workshop or conference attended.

COMMISSIONER APPLICATION REVIEW AND APPOINTMENT PROCESS

- The Commissioners will evaluate all applications received by the June 18, 2019, 5:00PM deadline. The qualifications of candidates will be discussed in Executive Session at the June 25, 2019 meeting at the Ronald office. The Commissioners will then identify candidate(s) to move forward for interview in an open session at this Board meeting.
- Following the selection of candidate(s) to interview, the Commissioners will conduct candidate interviews during the June 25, 2019 Board meeting, which is open to the public. Candidate(s) selected for interview will be asked to answer questions posed by each Commissioner and District consultants during the interview process. Following a candidate's interview, each candidate will then be allowed two minutes for closing comments. Comments and responses about other applicants will not be allowed and may disqualify you from consideration.
- The Commissioners will then recess into Executive Session to evaluate the qualifications of all candidate(s) interviewed. Nominations, voting and selection of a candidate to fill the vacancy will be conducted in open session at this same June 25, 2019 Board meeting. Following the selection, the new Commissioner is sworn in and immediately seated on the Board of Commissioners.



Ronald Wastewater District Commissioner Application
Application is due by 5:00 p.m., Tuesday, June 18, 2019

Name _____

Are you a registered voter? _____

Are you a resident of the City of Shoreline? _____

1. List your educational background (or **attach** resume). _____

2. Please state your occupational background, beginning with your current occupation and employer (or **attach** resume). _____

3. Describe your community activities and volunteer work (or **attach** resume). _____

4. Describe your special qualifications applicable to the Ronald Board _____

5. Why do you want to serve on the Ronald Board? _____

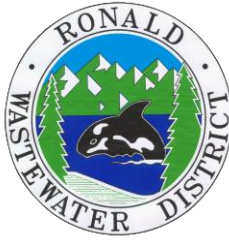
6. Specify any activities that might create a conflict of interest if you should be appointed to the Ronald Board? _____

7. Briefly explain what you believe are the most important issues facing the Ronald Wastewater District community at this time and the role the Board of Commissioners can play in addressing each issue.

I declare under penalty of perjury under the laws of the State of Washington that the information provided herein is true and correct.

Signature

Date



Ronald Wastewater District Commissioner Application

Personal Information

Name _____

Home Address _____

_____ Zip Code _____

Birth Date _____

(the District provides your birth date to King County Elections to verify your residency)

Home Telephone Number _____

Cell Phone Number _____

Email Address _____

Work Address _____

_____ Zip Code _____

Work Telephone Number _____