City of Midland
BOARD AND COMMISSION
APPLICATION PROCESS

Thank you for your interest in applying for a City of Midland board or commission.

The process to apply for a board or commission position is as follows:

1. Complete the application specific to the board or commission of your choice. Applications can be filled out online via the City of Midland website (www.cityofmidlandmi.gov/boardscommissions), or they may be requested in person at the City Manager's Office, by phone at 837-3301, or by e-mailing the City at cityhall@midland-mi.org.

Each board and commission has its own application.

2. Once the application has been completed, please return it by mail or in person to: City Manager's Office, 333 W. Ellsworth St., Midland, MI 48640-5132 or fax: 989-837-5727.

The Midland City Council will review the entire application and any attachments, such as resumes, that accompany the application.

Unless otherwise noted, all information included on or attached to the application will become a matter of public record and will be viewable on the City of Midland website as an informational item attached to City Council agendas. If you would like one or more pieces of information – such as a home phone number – removed from the application and/or any accompanying attachments you provide for Council's consideration, please indicate that on the last page of this application form, and those items will be removed before the information is posted on the website.

3. Typically, a two-person panel from the City Council will schedule a time to interview all qualified candidates applying for a particular board or commission. A representative from the City Manager's Office will contact qualified applicants to schedule an interview time. Appointments generally are made at the first City Council meeting following the interviews.

4. If appointed to a board or commission, a City of Midland staff liaison will contact you regarding meeting dates and times and other information you'll need to know to help you in your new role as a board or commission member.

If you have any questions about the City of Midland board and commission application process, please contact the City Manager's Office at 837-3301.

City of Midland Boards and Commissions Attendance Policy

In accord with Sec. 2-243 of the City's Code of Ordinances regarding regular attendance by members of boards and commissions, the following attendance policy was adopted by Midland City Council on July 19, 2004:
The position of a member of any board or commission established by the Charter or the Code of Ordinances of the city that meets more often than quarterly shall be considered vacant if such member shall miss four (4) consecutive, regular held meetings of the board or commission. Notwithstanding the foregoing, the position of a member of any board or commission established by the charter or the code of ordinances of the city shall be considered vacant if such member shall miss more than twenty-five (25) percent of regular meetings scheduled in any fiscal year.

If you have questions regarding this policy, please contact the City staff liaison for the board or commission for which you are applying.

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DIAL-A-RIDE ADVISORY COMMISSION APPLICATION

The Dial-A-Ride Advisory Commission assists the City Council in addressing the full range of public transportation issues including fare policies and structures, services, relevant ordinances, rules, adminstrative requirements and programs to meet the needs of all individuals, including seniors and persons with a disability. Members of the Dial-A-Ride Advisory Commission consist of five voting members, each member is a resident of the City or represents residents within the City. One member each is a person with a disability, senior (60 years of age or older), and citizen at large; additionally, one member shall be designated by the Midland County Council on Aging as its representative. The commission meets on an as-needed basis, generally one or two times a year. Appointed members shall serve a term of three years.

APPLICATION INSTRUCTIONS: *This Microsoft Word application may be filled out online using the form fields below, or printed out to your desktop printer and filled out by hand or with a typewriter. If using the online form, simply place your cursor in the first gray square (form field) in the DATE: area below to begin typing, then press the Tab key to go to the next form field. Once filled out completely, save the form to your computer under the file name of your choice, print out the form to your desktop printer, sign it, and return it to the City Manager's Office, 333 W. Ellsworth Street, Midland, MI 48640-5132, or by fax (989-837-5727) to the attention of Rachel Swint.*

DATE: _____

NAME: _____

ADDRESS: _____

HOME PHONE: _____ WORK PHONE: _____

CITY WARD: _____ E-MAIL ADDRESS: _____

OCCUPATION: _____

EMPLOYER: _____

Are you currently a resident of the City of Midland? _____

In what year did you become a City resident? _____

What position are you applying for? _____

Are you over the age of 60? *(Mark "X" for Yes or No)* ☐ Yes ☐ No

Do you qualify for a disability under the Americans with

Disabilities Act (ADA)? (Mark "X" for Yes or No) ☐ Yes ☐ No

Why are you interested in serving on the Dial-A-Ride Advisory Commission?

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Why do you feel you are qualified to serve on the Dial-A-Ride Advisory Commission?

List any other information you feel would be pertinent in assisting the City Council in their selection (you're welcome to attach a resume or list any relevant personal or professional accomplishments).

Appointed members are expected to attend all meetings of the commission. A position shall be considered vacant if a member misses more than 25% of the regular meetings scheduled in any fiscal year.

Signature:_____

The above information I have provided is accurate. I have read and understand the requirements to serve as a member on the Dial-A-Ride Advisory Commission.

NOTE: Unless otherwise indicated, all information included on or attached to your application will become a matter of public record and will be viewable on the City of Midland website as an informational item attached to City Council agendas. If you would like one or more pieces of information – such as a home phone number – removed from the application and/or any accompanying attachments you provide for City Council's consideration, please indicate that below, and those items will be removed before the information is posted to the City's website.

PLEASE REMOVE: _____

Please return this form to the City Manager's Office, 333 W. Ellsworth Street, Midland, MI 48640-5132, or by fax 989-837-5727 to the attention of Rachel Swint