

Des Moines Citizens Advisory Committee

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- *03-Mar-2023 to Until Filled (PST)*
- *Administration*
- *Des Moines, WA, USA*
- *0.00-0.00*
- *Other*

This position is not eligible for benefits other than those required by law.

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The Des Moines City Council created the Citizens Advisory Committee to allow citizens, neighborhoods, and businesses to engage as broadly as possible in the discussion and resolution of issues and concerns that directly affect them. The City Council feels that the Citizens Advisory Committee will improve communication with and participation in local government on the part of residents, neighborhoods, business, and property owners in the City of Des Moines and create a more robust discussion of issues and matters facing the City, ultimately resulting in better decisions and solutions to problems.

The Citizens Advisory Committee will have twelve members, one each from the City's nine neighborhoods, two business owners, and one Marina tenant. Neighborhood representatives must have lived in their neighborhoods for at least a year, business owners must have owned their businesses for at least one year, and the Marina tenant must have been a tenant for at least one year. There will also be one alternate for each neighborhood, one alternate business owner, and one alternate Marina tenant. Terms will be two years in length; except for the very first term, half of the members will be appointed to two year terms and the other half to one year terms in order to maintain continuity from one year to the next as membership turns over.

The responsibilities of the Citizens Advisory Committee are generally to provide input to the City Council on issues facing the City and promote communication and participation in civic affairs. Specifically, the ordinance listed six primary duties:

- Review and provide input to the City Council on matters and issues as delegated by the City Council.
- Support and promote citizen participation and neighborhood enhancement
- Promote and facilitate open communication between the City, residents, businesses, and other neighborhood organizations such as Homeowner Associations, Block Watches, etc.
- Review the City's budget and provide input to the City Council.
- Provide input to the City Council in advance of its annual planning/goal setting retreat.
- Bring matters and issues to the City Council that the Citizens Advisory Committee believes require City Council attention.

It is anticipated the Committee will meet 3 times per year, with the first meeting planned for Spring.

To Apply:

Complete the online application at <https://desmoineswa.applicantpro.com/jobs/>. Resume and cover letter are not required but encouraged. In the application you will be asked a set of questions. Please refer to the map attachment for reference.

Special Requirements in accordance with RCW 41.12.030:

- Must be a U.S. citizen.
- Must be a resident of the City of Des Moines for at least one (1) year immediately preceding the appointment.
- Must be a registered voter.

Selection Process:

Commission members are appointed by the City Council and serve for a two (2) year term.

For more information, please contact Chief Administrative Officer, Bonnie Wilkins at bwilkins@desmoineswa.gov

[Full Job Description](#)

