



***CITY OF RIFLE  
APPLICATION FOR  
CITY COUNCIL VACANCY***

**Name:**

**Address:**

**Mailing Address (if different):**

**How long have you been a resident of the City of Rifle?**

**E-mail:**

**Phone:**

**Occupation:**

**Employer:**

**Please list any civic activities in which you have been involved.**

**Have you ever attended or watched any of the City Council meetings or similar meetings?  
If so, please list:**

**Are you familiar with the City of Rifle Charter and Municipal Code or similar?**

**Please describe your interest in serving on City Council.**

**Please tell us about your qualifications to serve on the City Council (education, experience, community service, etc.).**

**In your opinion, what are the most significant issues facing the City of Rifle?**

**Please provide any additional information or comments which you believe will assist the City Council in considering your application.**

**3.2 - QUALIFICATIONS OF COUNCILMEN**

*Each Councilman when nominated and elected shall be a qualified elector of the City, a citizen of the United States of America and shall have resided in the City for one year immediately preceding the election. No Councilman shall be a salaried employee of the City. The term of any Councilman shall terminate when he no longer resides within the City Limits of the City of Rifle.*

**Oath of Applicant**

**I declare that this application and all attachments are true, correct, and complete to the best of my knowledge and I satisfy the qualifications to be appointed Councilman for the City of Rifle, that I am a U.S. citizen, registered voter of the City and have resided within the City limits for at least one (1) year immediately preceding your date of appointment.**

**Signature:**

**Applications must be submitted to the City Clerk's office either by mail to 202 Railroad Avenue, Rifle, CO 81650; or e-mail to [kchristensen@rifleco.org](mailto:kchristensen@rifleco.org) no later than June 22, 2018 at 5:00 p.m. A resume, letter of interest, or other supplemental information may be attached to this application.**

## **COUNCILOR RESPONSIBILITIES**

The following list of Council responsibilities is a representation of duties for Rifle City Councilors, and is intended to present a general idea of the time commitment required for this position.

**Regular Council Meetings:** Held the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month, beginning at 7:00 p.m., and typically lasting 3-4 hours. Council Packets are made available the Friday before each meeting. These packets contain the agenda for the meeting, detailed information for each agenda item, and other information for Council to review.

**Council Workshops:** Currently there is a scheduled workshop that starts at 6:00 p.m. before each Council meeting. Additional workshops are typically held the second Wednesday of the month as needed to meet with other community organizations and address topics requiring in-depth discussion or additional attention. Annual budget preparation requires more frequent workshops primarily during the month of October.

**Special Meetings:** Held on an as-needed basis when a decision is needed by Council that cannot wait for the next regular meeting.

**Committees/Boards:** Councilors are asked to serve on numerous committees and boards, such as the Downtown Development Authority, Senior Center Advisory Board, etc. Appointments are made at the Organizational Meeting, which is held the first Monday after the election. These responsibilities are usually spread throughout the Councilors, and vary greatly with regard to time commitment.

**Other Meetings/Conferences:** In addition to serving as a Council representative on various committees and boards, Council also has the opportunity to become involved in educational and training opportunities. The Colorado Municipal League (CML) hosts an annual conference, and sponsors continuing education programs for elected officials.