City of Wakefield

Office of the City Clerk

Sue Ahonen, City Clerk
509 Sunday Lake Street
Wakefield, MI 49968
Tel: (906) 229-5131

BECOMING A MEMBER OF THE PARKS AND RECREATION ADVISORY BOARD

Residency Requirement: To qualify as a member of the Parks and Recreation Advisory Board, you must not be in default to the City, or to any other governmental unit of the State, now or therefore existing. You must not hold an elected or appointed office of the City or any other governmental unit of the state or hold another elective or appointive office in the City. You must have been a resident of the City for at least one (1) year immediately prior to the date of the appointment.

Private Versus Public. Becoming a Board member means that information about you will become a matter of public record immediately. With a few exceptions, this includes any and all documents submitted to the City during the course of the application period. As such, these documents must, by law, be available to the public for inspection and/or copying.

Application Filing Requirements. Applications will be accepted in the City Clerk's Office until 4:30 pm on Wednesday, July 5, 2024. Applications must be delivered in person, mailed or emailed to **clerk@cityofwakefieldmi.gov**. Please feel free to include additional information with your application.

Process. Currently, a City Council meeting has been scheduled for Monday, July 8, 2024 at 5:30 p.m. All applicants will be reviewed by the Mayor and approved by the Council.

Term of Office: The term of this office will expire on December 31, 2025.

General Information Regarding the Position. Regular meetings of the Parks and Recreation Advisory Board are held on the second Wednesday of each month. Additional meetings may be called as necessary. A background check will be conducted.

Updated: 6/20/2024

City of Wakefield

Parks and Recreation Advisory Board

Application Form

Sue Ahonen, City Clerk
509 Sunday Lake Street
Wakefield, MI 49968
Tel: (906) 229-5131

This application is a public record and will be included with the applicable Parks and Recreation Advisory Board materials and may be posted on the City's website. Personal contact information will be redacted.

Your Contact Information		
The Parks and Recreation Advisory Board consists of seven members, 6 appointed by the Mayor, and with the consent of the City Council in accordance with City Charter Section 4.1. The City Manager or their designee and a Council member shall serve as ex officio members. One seat may be reserved for a representative of Wakefield Township upon recommendation by the Wakefield Township Board of Trustees and confirmation by the Wakefield City Council. In addition, one junior or senior student in the Wakefield Marenisco School District may be appointed as a non-voting member.		
Last Name	First Name	
Street Address		Apt #
City	State	Zip
Your Email Address:		
Cell Phone:		
I am willing to serve a term of (Check all that apply) One Year		Three Year
Have you been a resident of the City of Wakefield on or before 6/19/2024? (Check One)		Yes No

Updated: 6/20/2024

SUPPLEMENTAL QUESTIONNAIRE
To assess the expectation you have about Parks and Recreation Advisory Board service and to understand the expectations other people will have of you as a member, please respond to each of the following questions. If additional space is needed, please use a separate sheet of paper.
Why would you like to be appointed to the City of Wakefield Parks and Recreation Advisory Board?
How will your education, training, experience and history of community involvement make you a suitable candidate to serve as a member of the Parks and Recreation Advisory Board?
In your opinion, what are your ideas for bringing more recreation and family-friendly events to Wakefield?
Use this space to provide any additional information or statements. Your comments will assist the Mayor and City Council in giving your application the fullest consideration.
CERTIFICATION AND AUTHORIZATION
I certify that all statements made in this application are true and complete.
Applicant's Signature Date

Updated: 6/20/2024

Completed applications must be submitted to the Office of the City Clerk, City of Wakefield, at 509 Sunday Lake Street not later than 4:30 p.m. on Wednesday, July 5, 2024. Original applications and attachments submitted after the above-stated time will not be considered. No postmarks or faxes will be accepted. Contact Sue Ahonen, the City Clerk Department at 906-229-5131 ext. 1002 if you have questions.

Individuals with disabilities requiring any accommodation to participate in the selection process must inform the City Clerk at the time this application is submitted.

Updated: 6/20/2024