



1st Ward City Commissioner

A City Commissioner for the City of Grand Rapids is an elected officer within the City's governmental structure, as established by the City Charter. The voters of Grand Rapids elect commissioners to serve four-year terms of office. The current four-year term began January 1, 2022, and expires December 31, 2026.

With this current vacancy, the City Commission may fill the vacancy by appointment. The person appointed by the City Commission to fill this position serves until the end of the term. The appointed City Commissioner may choose to run in the next non-partisan primary which is August 4, 2026. Petition packets may be obtained in the City Clerk's Office.

An appointee to the vacancy of City Commissioner must be a resident of the City for six months or more immediately prior to the date of appointment, and must be a registered and qualified elector of the 1st Ward at the time of appointment.

The salary for this position is established by the Local Officers Compensation Commission, which meets in odd-numbered years. The annual salary of this office is currently set at \$35,204.

Application forms may be obtained from the City Clerk's Office. Applications for consideration for City Commission appointment to this position will be accepted by the **City Clerk's Office from March 10, 2026 through March 24, 2026 at 5:00pm.**

Questions regarding the appointment or election process should be directed to the City Clerk at 456-3010 or cityclerk@grcity.us.

PROCEDURE FOR SELECTING A CITY COMMISSIONER FOR A VACANT SEAT

1. Interested individuals can submit an application to the City Clerk beginning March 9, 2026. Applications will be available at the City Clerk's Office and on-line on the City's website. Applicants should submit the completed application form, a resume, one (1) professional reference, two (2) personal references* and the answers to the essay questions. The full application can be submitted by email to cityclerk@grcity.us or mailed/delivered to City Clerk, 300 Monroe, NW, Grand Rapids, MI 49503.
2. The application period will expire on **March 24, 2026 at 5:00 PM**. All applications must be in the hands of the City Clerk by this date and time. No application received late will be accepted.
3. All valid applications will be reviewed by the City Clerk to ensure eligibility. The Committee on Appointments will review the applicant applications the week of March 30..
4. Applicants will be interviewed by the Committee on Appointments Committee the week of April 13 and recommend three final candidates to the full City Commission.
5. The selected top candidates will be interviewed by the full City Commission meeting in public session the week of April 20. The city Commission will discuss the candidates and possibly vote at that meeting.
6. If the City Commission needs more time or additional discussion, it will hold an additional meeting.
7. The public will have the opportunity to speak at City Commission meetings regular public comment period at their special meeting.
8. The candidate who is selected will be sworn in immediately following the selection.

*References may not be City Elected Officials or City Staff.



Application for City Commissioner Appointment

Name: _____
(First) (Middle) (Last)

Home Address: _____
(Street Address) (City) (Zip Code)

Phone No. _____ Resident of City for ____ years ____ months

Registered to vote in Ward _____ Precinct _____

Employment: _____ Business Telephone No. _____
(Name of Employer)

(Street Address) (City) (State) (Zip Code)

Occupation: _____ E-mail Address: _____

Please indicate any information (experience, education, community activities, organizations, etc.) which you think should be considered for your appointment to City Commissioner. Use additional paper, if necessary.

Do you currently hold, or are you a candidate for, any other public office? Yes _____ No _____

If yes, please explain. _____

Do you or your employer have business dealings with the City of Grand Rapids? Yes _____ No _____

If yes, please explain. _____

Have you filed all income tax returns required by the City of Grand Rapids? Yes _____ No _____

Are you presently indebted to the City of Grand Rapids for overdue income tax, real or personal property tax, special assessment, license fee or property lien? Yes _____ No _____

If yes, please explain. _____

Please attach a resume and provide at least one (1) professional and two (2) personal reference names and contact information with this application. Also submit the answers to the essay questions.

Return to: Joel H. Hondorp
City Clerk
300 Monroe Avenue NW
Grand Rapids, MI 49503
Email to: cityclerk@grcity.us

**Deadline: Tuesday, March 24, 2026
5:00 p.m.**
Late applications will NOT be accepted.

**City Commissioner Appointment
Essay Portion**

Please submit it on a separate page.

Essay Question #1:

Describe what you believe is the work of a City Commissioner.

Essay Question #2:

Describe the issues you believe the City and the First Ward are experiencing and propose resolutions to those issues.

Essay Question #3:

Share your level of professional and personal flexibility.

Essay Question #4:

Describe your professional experience and educational background and provide examples of your work on local issues. Share how these things will be used in the role of City Commissioner.

Essay Question #5:

The First Ward is a diverse ward. Describe your experience working with diverse groups of people who may have diverse opinions about critical issues. Please share specific examples using dates, number of people involved, etc.