



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6441 FAX: (517) 437-6448
cityofhillsdale.org

What Board/Commission would you like to serve? _____

Name: _____

Address: _____
Street City Zip

Phone: Home _____ Work _____

E-Mail _____

Residency is required for most Boards & Commissions.
Are you a resident of City of Hillsdale? Yes _____ No _____ If so, for how long? _____

Occupation: (if retired, former occupation) _____

Please check the expertise and skills you can contribute:

- Accounting
- Fund Raising
- Marketing
- Advocacy
- Human Resources
- Planning
- Computers
- Knowledge of the Cause
- Public Relations
- Legal
- Community Relations
- Public Speaking
- Finance
- Management
- Other _____

Brief Educational Background:

What charitable or community activities have you **actively** participated in? Please describe any leadership role(s) you have (had) in the organization(s):

On what other volunteer boards/committees have you served? _____

Describe any previous activities related to government: _____

Please explain why you would be interested in serving on the council or committee: _____

Please explain your understanding of the City of Hillsdale:

Additional comments: _____

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.

Applicant Signature

Date



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Airport Advisory Committee

The Committee was established for the purpose of making recommendations to the Hillsdale City Council concerning policies and programs to be put in place or continued in place at the Hillsdale City Airport. The Committee gathers, exchanges, reviews and discusses information on airport related issues and uses that information to make recommendations to the Hillsdale City Council that will lead to the safest and economically advantageous use of the airport.

Members are appointed by the Mayor, subject to the approval of the Council. Members are residents of the City of Hillsdale, users of the City airport, or have knowledge and experience in the fields of aviation or business.

The committee is comprised of seven (7) voting members, one of whom may be a member of the City Council, and two (2) non-voting, ex-officio members, one of whom shall be the Hillsdale City Airport manager with the other being the Hillsdale City Manager.

Voting Committee members serve two (2) year terms; non-voting, ex-officio members may continue to serve so long as they hold the position which results in their membership on the Committee.

Board of Review

The purpose of the Board is to revise and correct assessments.

The Board shall convene in its first session on the Tuesday next following the first Monday in March of each year at such time of day and place as shall be designated by the Council.

The second session of the Board shall convene on the second Monday of March at 9:00 a.m., and shall continue in session during the day and the day following for not less than six (6) hours on each said day to consider only those cases in which the assessed value of property has increased, and in

which property was added to the assessment roll at the first session of the Board.

Qualified freeholders who are electors of the City, and who may hold other City office or employment, who serve as members of the Board of Review, and shall set their compensation at the time of their appointment.

Brownfield Redevelopment Authority

The Authority is established to facilitate the implementation of brownfield plans; to create brownfield redevelopment zones; to promote the revitalization, redevelopment, and reuse of certain property, including, but not limited to, tax reverted, blighted, or functionally obsolete property; to prescribe the powers and duties of brownfield redevelopment authorities; to permit the issuance of bonds and other evidences of indebtedness by an authority; to authorize the acquisition and disposal of certain property; to authorize certain funds; to prescribe certain powers and duties of certain state officers and agencies; and to authorize and permit the use of certain tax increment financing.

The board shall consist of one member of the local economic development corporation. One member of the board of the local tax increment financing authority. One member of the board of the local development financing authority. Not less than 5 nor more than 9 persons appointed by the Mayor, subject to approval by Council.

Cemetery Board

The care and management of the city cemeteries and shall direct the improvement and embellishment of the grounds.

The board shall consist of five trustees, one to be appointed on the first Monday in May each year for the term of five years. Trustees will be appointed by the mayor with consent of city council. The board of trustees shall appoint one of the five members chair and the city clerk shall be

the clerk of the board. Members are appointed by the Mayor, subject to approval by Council.

Dial a Ride Advisory Committee

The purpose of the Committee is to serve as the foundation for assessing, planning and strengthening public transportation services in the community and to provide recommendations and input to local public transportation providers and other governing entities.

The committee members are appointed by the Mayor, subject to the approval of the Council. At least half of the LAC must be people representing seniors and people with disabilities.

Economic Development Corporation (EDC)

The Corporation provides certain programs to alleviate and prevent conditions of unemployment, to assist and retain local industries and commercial enterprises, and to strengthen and revitalize the City's economy.

The board of directors of the corporation shall consist of not less than 9 persons, not more than 3 of whom shall be an officer or employee of the municipality. The chief executive officer and any member of the governing body of the municipality may serve on the board of directors. These directors shall be appointed for terms of 6 years.

Election Commission

The Commission shall appoint the Board of Election Inspectors for each precinct and have charge of all activities and duties required of it by state law and the city charter relating to the conduct of elections in the City. The compensation of election personnel shall be determined in advance by the Council. In any case, where election procedure is in doubt, the Election Commission shall prescribe the procedure to be followed. The Election Commission meets as needed. At least one meeting is held prior to each municipal election.

The Election Commission shall be composed of three qualified and registered electors of the City, who during their term of office shall not be City Officers or employees or be nominees or candidates for elective City office. The members of the Commission shall be appointed by the Mayor, subject to approval of the Council, annually in January for a term of one year.

Hospital Finance Authority

The Board oversees the constructing, acquiring, reconstructing, remodeling, improving, adding to, enlarging, repairing, owning, and leasing hospital facilities for the use of a hospital within or without the boundaries of the incorporating unit; lending money to a hospital for those purposes; refunding or refunding in advance obligations of a local authority or the state authority; or refinancing the indebtedness of a hospital.

The Authority shall be directed and governed by a Board of Commissioners of three (3) members known as the "Commission" each to be appointed by the City Council of the City of Hillsdale. No member of the City Council of the City of Hillsdale or member of the governing body or officer of a hospital receiving financial assistance from the Authority shall be eligible for membership or appointment to the Authority.

Housing Commission

The mission of the Commission is to assist low-income families with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives.

The Commission shall consist of five members to be appointed by the City Manager. City employees and officials are declared eligible for appointment to the Housing Commission. The term of office of members of the Commission shall be five years. Any vacancy in office shall be filled by the appointing authority for the remainder of the unexpired term.

International Property Maintenance Code (IPMC) Appeals Board

Section 111 of the Property Maintenance Code allows any person aggrieved by a decision of the code official, or a notice or order issued under this code, shall have the right to appeal to the International Property Maintenance Board of Appeals.

The board of appeals shall consist of a minimum of three members who are qualified by experience and training to pass on matters pertaining to property maintenance and who are not employees of the jurisdiction. The code official shall be an ex-officio member but shall have no vote on any matter before the board. The board shall be appointed by the chief appointing authority, and shall serve staggered and overlapping terms.

Library Board

Appointed for the purpose of operating and maintaining a public library within the city pursuant to Public Act No. 164 of 1877

The Board shall consist of five directors appointed by the Mayor with the approval the City Council, the directors shall be chosen from the citizens of the city at large with reference to their fitness for office. Not more than one member of the City Council shall be a member of the Library Board at any one time. One member shall be a member of the Board of Education of the Hillsdale Community Schools.

Local Development Finance Authority

The Local Development Financing Act (LDFA), Public Act 281 of 1986, as amended, allows eligible entities to establish area boundaries, create and implement a development plan, acquire and dispose of interests in real and personal property, issue bonds and use tax increment financing to fund public infrastructure improvements for eligible property. The tool is designed to promote economic growth and job creation. Communities across Michigan have used this tool to support companies in manufacturing, agricultural processing, and high technology operations.

The authority shall be under the supervision and control of a board of 7 members appointed by the chief executive officer of the city, village, or urban township creating the authority subject to the approval of the governing body creating the authority. The board shall include 1 member appointed by the county board of commissioners of the county in which the authority is located. The board shall include 1 member representing a community or junior college in whose district the authority is located appointed by the chief executive officer of that community or junior college. The board shall also include 2 members appointed by the chief executive officer of each local governmental unit, other than the city, village, or urban township creating the authority, which levied 20% or more of the ad valorem property taxes levied against all property located in an authority district in the year before the year in which the authority district is established.

Officer's Compensation Board

The Board shall determine the salaries of all local elected officials. The Board shall meet for not more than 15 session days in 1978 and every odd numbered year thereafter, and shall make its determination within 45 calendar days.

No member or employer of the legislative, judicial, or executive branch of any level of government or member or employee shall be eligible to be a member of the officer's compensation commission. The term shall be five years. The Board shall consist of five members who are registered voters of the city, appointed by the mayor, subject to confirmation by Council.

Planning Commission

The Commission shall be responsible for the creation and amendment of a Master Plan, review and amendment of the Zoning Ordinance and oversight of commercial development of the City. The Commission shall hold at least one regular meeting each month and shall adopt bylaws and keep a complete record of all its business. The commission meets on the third Tuesday of every month at 5:30 pm.

The Commission shall consist of 7 members according to the following:

Not less than six (6) members of the planning commission shall be qualified electors of the City of Hillsdale. Members shall be appointed for three-year terms. Ex officio members may include the City Manager and the Mayor, or a person designated by him or her provided that no ex officio member may serve as planning commission chair. The terms of office of elected officials serving as ex officio members shall expire with their respective elected terms of office, and the term of the City Manager shall expire with the term of the Mayor that appointed him or her. The membership shall be representative of the important segments of the community, such as the economic, governmental, educational, and social development of the City of Hillsdale, in accordance with the major interests such as: Agriculture/Natural resources; Recreation/public health; Education; Government; non-profit/charitable; Industry/Commerce. The membership shall also be representative of the entire geography of the City of Hillsdale to the extent practicable, and as a secondary consideration to the representation of the major interests. Not more than one third of the total

membership of the Commission shall consist of, collectively, the City Manager, the Mayor, or a person designated by either. Members shall be appointed by the Mayor and approved by Council.

Shade Tree Commission

The Commission was created to oversee and promote the mission of Tree City USA and the Arbor Day Foundation. The Commission strives to promote awareness of what trees do for the community and provide broad support for better tree care.

The Commission shall consist of five members. The City Forester shall be a non-voting member. One member shall be from the Garden Club. The Director of Public Services shall also be a member. Members shall be appointed by the Mayor and approved by Council.

Tax Increment Finance Authority (TIFA) Board

The purpose of the Tax Increment Finance Authority (TIFA) is to promote economic and business development through programs and public improvement projects that create economic opportunity, provide entrepreneurial support, and preserve property values while maintaining the historic nature of Downtown Hillsdale.

The TIFA derives its funds from a geographically defined district. The assessed value of properties located in the district at the time it was created established the baseline value. Any incremental increase in property values above this baseline are captured to be reinvested into the district.

Membership of the Board shall consist of the following; not less than 2/3 of the members of the Board, at the time of appointment, shall meet the following qualifications; Property owner within the District; Business owner within the District; Business manager of a business within the District. Ex officio members may include the City Manager and the Mayor, or a person designated by him or her provided that no ex officio member may serve as Board chair. The Ex officio member shall be a voting member of the Board. The terms of office of elected officials serving as ex officio members shall expire with their respective elected terms of office, and the term of the City Manager shall expire with the term of the Mayor that appointed him or her. Not more than 1/3 of the members shall be representative at the time of appointment of entities that promote economic development in the City of

Hillsdale, in accordance with the major interests such as; Industry/Commerce; Education; Non-profit/charitable. Members shall be appointed by the Mayor and approved by Council.

Zoning Board of Appeals

Michigan Zoning Enabling Act states the duties and responsibilities of the Zoning Board of Appeals is to exercise three basic roles or functions.

These include:

1. Interpreting the ordinance (text and map);
2. Deciding appeals from administrative decisions; and,
3. Granting variances (use and nonuse).

The Board shall consist of seven members. Each member shall hold office for a three year term. One member each shall be appointed from the Planning Commission and City Council. The Council member appointed may not be a member of the Planning Commission. Each member shall have been a resident of the city for at least one year prior to appointment. Members shall be appointed by the Mayor and approved by Council.