



APPLICATION FOR BOARDS AND COMMITTEES

Thank you for your interest in serving on an Advisory Board or Committee. The purpose of this form is to provide the Kalkaska Village Council with basic information about residents considered for appointment. Please indicate your preferences for service (limit of three selections), on the accompanying form.

The file of completed applications is open for public inspection upon request.

Name: _____
(Please print) Last First Middle

Street & Number: _____

Home Phone: _____ E-mail Address: _____

Employer: _____ Business Phone: _____

Business Address: _____

Are you a registered voter of the Village of Kalkaska: Yes No Length of residency: _____

Educational background: _____

Past experience on other Village Boards, Churches, Civic, or Community Groups: _____

Related Employment Experience (Please give dates): _____

Other Relevant Information (Memberships, Associations, etc.): _____

Reasons for Desiring to Serve: _____

Signature

Date

**REQUEST FOR APPOINTMENT TO VILLAGE OF KALKASKA
COUNCIL, BOARDS, AND COMMITTEES**

PLEASE COMPLETE THE FOLLOWING INFORMATION:

Name: _____ Date: _____

Please designate, in priority order, your interest in any of the following:

_____ **VILLAGE COUNCIL**

7 Member Council – 4 year term

Meets 2nd and 4th Monday of each month at 6:00 p.m.

Appointment to fill an unexpired term of elected Council member. Council is the legislative and governing body of the Village.

_____ **KALKASKA DOWNTOWN DEVELOPMENT AUTHORITY**

9 Member Board – 3 year term

Meets 1st Tuesday of each month at 5:00 p.m.

Purpose is to promote economic development within the Downtown Development District and to prevent the decline in property values within the district. DDA is a component unit of the Village of Kalkaska. Recommends development plans for the downtown district with concurrence of Village Council.

_____ **KALKASKA PLANNING COMMISSION**

9 Member Board – 3 year term

Meets 1st Thursday of each month at 6:00 p.m.

Advises Council in regard to the proper physical development of the Village of Kalkaska. Develops the Village Master Plan and Recreation Plan. Recommends ordinances, or amendments to existing ordinances. Makes recommendations on zoning changes, site plan developments and special use approvals.

_____ **BROWNFIELD REDEVELOPMENT AUTHORITY**

5 Member Board – 3 year term

Meets 1st Thursday of each month at 9:00 a.m.

Purpose is to facilitate the implementation of brownfield plans and to promote the revitalization, redevelopment and reuse of tax reverted, blighted, or functionally obsolete properties within the Village of Kalkaska.



Village of Kalkaska

Board Position Descriptions and Qualifications

Desired Characteristics of Board Applicants

Eagerness to participate and make contributions; strong desire to advance the best interests of the community; supportive, but willing to publicly express an opinion; willingness to learn; detail oriented and prepares for meetings; excellent judgment; strong analytical and evaluative skills

Planning and Zoning

Desired Skill Set:

Knowledge of State Statutes/Laws
Understanding of business development process
Engineering Background/Experience
Architectural Background/Experience
Building Codes Knowledge
Construction Background/Experience
Legal Experience
Real Estate
Comprehension of architectural plans and blueprints preferred

Downtown Development Authority (DDA)

Desired Skill Set:

Knowledge of State Statutes/Laws
Small Business Ownership
Commercial / Marketing Background
Banking
Real Estate
Economic Development
Federal/State Grant

Brownfield

Desired Skill Set:

Knowledge of State Statutes/Laws
Familiarity with Municipal/Zoning Laws
Engineering Background/Experience
Architectural Background/Experience
Building Codes Knowledge
Construction Background/Experience
Legal Experience
A Graduate degree in Law (J.D.) and/or a licensed realtor preferred