

CITY OF BIG RAPIDS
226 N. Michigan Ave.
Big Rapids, MI 49307

Date _____

INTEREST INDICATOR

SERVICE ON MUNICIPAL ADVISORY BOARDS AND COMMISSIONS

NAME _____

ADDRESS _____

TELEPHONE: BUSINESS _____ HOME _____

ARE YOU A CITY RESIDENT? _____

HAVE YOU BEEN A REGISTERED VOTER WITHIN CITY LIMITS FOR ONE YEAR? _____

PLACE OF EMPLOYMENT AND POSITION _____

PREVIOUS CIVIC ACTIVITIES (CITE AFFILIATIONS WITH CLUBS, ORGANIZATIONS, ETC. AND OFFICES HELD):

PLEASE NUMBER THE ADVISORY BOARDS AND/OR COMMISSIONS ON WHICH YOU WOULD BE INTERESTED IN SERVING WITH ONE BEING YOUR FIRST CHOICE:

- ___ Police & Fire Retirement Board
(Act 345)
- ___ Assessment Board of Review
- ___ Big Rapids Housing Commission
- ___ Income Tax Board of Review
- ___ Property Maintenance Appeals Board

- ___ Library Board
- ___ Park & Recreation Board
- ___ Plan Board
- ___ Zoning Board of Appeals
- ___ DART Advisory Board
- ___ Downtown Development Authority

Act 345 Board – Four year terms beginning in July. Meets as needed. Consists of a representative from the Police Division, Fire Division, and two City residents. This board is the Policemen and Firemen Retirement Board, which oversees the investments of the Pension Fund, and also makes rules as may be necessary to administer the Pension Fund. The City Treasurer oversees the day-to-day administration of the Act and its investments.

Assessment Board of Review – Two year terms. Meets four days in March and one hour in July and December. This board consists of five City residents. They hear appeals from citizens who own property inside the City limits. These appeals are limited to assessed value, taxable value and/or classification of these properties.

Big Rapids Housing Commission – Five year terms beginning in April. Meets second Thursday of each month at 6:30 p.m. The five member housing commission is responsible for the oversight of 287 public housing apartments located in Parkview and Evergreen Village, the Nisbett and Fairman Residences/Buildings, and Stepping Stones Childcare Center. The Housing Commission also manages and provides maintenance services to Water Tower Place Apartments and operates a homeownership program.

DART Local Advisory Council – Two year terms beginning in May. Meets the second Tuesday in January, April, July and October at 7 p.m. This five member board is an advisory board to the City Commission on bus system issues and provides assurance to the MDOT that the senior and disabled are provided transportation service.

Income Tax Board of Appeals – Three year terms beginning in March. Meets as needed. Consists of three residents of the City who are not City officials or City employees. This board adopts rules governing the procedures and appeals of income tax assessments and rulings, in compliance with State of Michigan Public Act 284.

Library Board – Five year terms beginning in May. Meets the second Thursday of each month at 7:30 p.m. The Big Rapids Community Library Board is made up of five appointed citizens that are officially responsible for the operation of the Library. The Big Rapids Community Library Board is a policy making board and is authorized to adopt rules and by-laws for the board's governance, as well as, adopt policies, rules and regulations regarding the use of the Library. The community entrusts the Library's welfare to the board and expects the board to keep the Library running correctly including the responsibility to see that adequate funding is provided.

Plan Board – Five year terms beginning in May. Meets the third Wednesday of each month at 6:30 p.m. The charge of the Plan Board is to advise the City Commission on matters pertaining to land use and development. The Plan Board analyzes land use policies and offers recommendations on such matters as conditional use permits, rezoning requests, zoning ordinance text amendments and right of way vacations to the City Commission. The Plan Board also reviews Site Plans for development throughout the City.

Property Maintenance Appeals Board – Three year terms beginning in October. Meets as needed. This board provides an avenue of appeal to property owners in Big Rapids who are cited for Property Maintenance Code violations. Board members provide citizens with the ability to seek relief from provisions of the code. The code is intended to preserve the exterior appearance and quality of residential properties. Extensions may be granted for persons with valid requests which will not allow them to comply with mandated time limits. Board meetings are held 2 – 3 times annually to hear new cases and review progress on previous extensions. The board does not prosecute nor make findings of "guilt or innocence".

Downtown Development Authority – Four year term. The Downtown Development Authority Board oversees the allocation of funds to be spent in the Downtown area. This includes funding large projects such as streetscapes and the construction of parking areas. It also includes allocation of funds for the DDA Low Interest Loan Program. The board meets as needed approximately six times per year.

Park and Recreation Board – Five year terms beginning in May. Meets the second Thursday of each month at 7:00 p.m. The nine-member board is an advisory group to the City Commission for the activities/policies involving parks, recreation program, the community pool, and trees in the street right of way. There are 15 park areas. Recreation programs include those for adults, senior citizens and a summer youth program.

Zoning Board of Appeals – Three year terms beginning in May. Meets as needed. The Big Rapids Zoning Board of Appeals is established to hear requests for variances and to review decisions made by the Zoning Administrator. The Board is responsible for making decisions in public hearings based on fact finding for requests to vary from strict interpretation of the Zoning Ordinance. The board may decide if a variance is to be granted within the spirit and intent of the ordinance. Most variances involve lot areas and set backs but can also be for use variances. The Board currently meets on the fourth Thursday as needed.