



Boards and Commissions

Wanted!

We are looking for energetic and enthusiastic people to serve on our boards and commissions. The ability to work as part of a team, the capacity to make tough decisions and the desire to guide the future of our community are essential qualities of a successful applicant.

Board members and commissioners advise the Vicksburg Village Council on decisions related to specific areas of interest and most require only a few hours of service a month.

Interested?

Individuals interested in serving on a board or commission are encouraged to attend meetings in advance of applying.

Please review the information for each board and commission including meeting schedules, functions and responsibilities, then complete and return an application to the Village Hall at 126 N Kalamazoo Ave.

The value and importance of citizen participation cannot be measured. Your interest in volunteering with the Village of Vicksburg is greatly appreciated.

Volunteering is the ultimate exercise in democracy. You vote in elections once a year, but when you volunteer, you vote every day about the kind of community you want to live in." Author Unknown

Application Process

The process to apply for a position involves an application and, in some cases, an interview. Applications are available on the Village website (<https://vicksburgmi.org/wp-content/uploads/Application-for-Village-Board-or-Committee.pdf>)

or at the Village Municipal Building and are accepted all year long. Applicants should indicate which board(s) or commission(s) they're interested in on the application. Applications can be mailed, dropped off at Village Hall during office hours, in the dropbox outside Village Hall or sent via email to the Village Clerk at cwines@vicksburgmi.gov.

The Village Clerk forwards applications to the Village Council Human Resources Committee for review and interviewing. The Human Resources Committee then forwards recommendations to the Village Council President, who then makes a recommendation to the full Village Council for appointment.

All information included on or attached to an application will become a matter of public record and viewable on the Village's website as an informational item attached to a Village Council agenda packet.

Expectations

It is important that appointed members of boards and commissions attend each meeting. Individuals that cannot commit to attending regularly scheduled meetings are encouraged to participate as a member of the audience rather than occupy a seat on a board or commission.

Planning Commission/Downtown Development Authority (DDA)

Meetings

2nd Monday of each month at 7 pm at Village Hall

Membership

Nine members appointed for staggered, variable terms.

Purpose

The role of the Planning Commission is to guide the land use, zoning, and planning process in the Village. The Commission is charged with planning for the future and is expected to stay up to date on current trends and issues that may affect the Village. As such, the Village Council encourages members to engage in planning and zoning training and will pay registration fees with prior approval.

The Planning Commission serves the entire community. According to the Michigan Planning Enabling Act, in municipalities with a population of 4,999 or less, the established Planning Commission can also serve as the DDA board, whose goal is to

undertake public improvements and other activities that correct and halt deterioration, encourage historic preservation, create and implement development plans and promote economic growth in the downtown development district.

Responsibilities

The Planning Commission is responsible for formalization of, and updates to, the Comprehensive Master Plan. They review and recommend changes to the Zoning Ordinance and Zoning Map to the Village Council. The Commission also reviews site plans for compliance with the Zoning Ordinance, rezoning requests, special use requests and planned unit developments.

DDA responsibilities include reviewing the annual DDA budget, advocating for private-sector interest in revitalization of the commercial district, and building partnerships between the community and businesses for participation and engagement in revitalization.

Preferred Qualifications

Members should have an interest and/or demonstrated experience in architecture, landscape architecture, building construction, civil engineering, land use planning, real estate development, new business development, business recruitment and retention, marketing and promotion or banking/finance.

Parks & Recreation Advisory Committee

Meetings

4th Monday of every month at 7 pm at Village Hall.

Membership

Five members serve three-year terms.

Purpose

The Parks & Recreation Committee's purpose is to provide quality park and recreation opportunities based upon cost, efficiency and community need.

Responsibilities

Advise the Village Council on matters related to the planning and development of recreational programming, properties and facility maintenance needs, future acquisition of properties or facilities, offer suggestions for development of new recreational opportunities for residents and visitors and encourage community involvement.

Preferred Qualifications

Members should have an interest and/or demonstrated experience in landscape architecture, marketing/promotion, event planning, physical education/recreation, forestry/botany, or land use planning.

Municipal Building Authority

Meetings

Held quarterly at Village Hall.

Membership

Three members serve six-year terms.

Purpose

The Municipal Building Authority is incorporated for the purpose of acquiring, furnishing, equipping, owning, improving, enlarging, operating or maintaining buildings or facilities necessary for government use.

Responsibilities

Its powers include contracting with the City; acquiring property; issuing bonds; as well as other powers as described by law.

Preferred Qualifications

Members should have an interest and/or demonstrated experience in building construction, banking/finance, or real estate development.

Brownfield Redevelopment Authority (BRA)

Meetings

Annual meeting in May and as needed at Village Hall.

Membership

Seven members serve 3-year terms.

Purpose

The purpose of the BRA is to promote revitalization by assisting development projects that face economic challenges due to environmental constraints. Environmental constraints range from the presence of toxic and hazardous substances to functionally obsolete and blighted properties.

Responsibilities

The BRA develops and implements plans for using tax increment funds (TIF) to redevelop distressed or contaminated properties and benefit the community.

Preferred Qualifications

Members should have an interest and/or demonstrated experience in environmental science, land use planning, public health, real estate, finance, or economic development.