

**CITY OF IMLAY CITY**  
**APPLICATION FOR AUTHORITIES, BOARDS, and COMMISSIONS**  
**Please supply a cover letter with application**

**Application for appointment to:** \_\_\_\_\_  
**(Name of Authority/Board/Commission)**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Responses to the below questions can also be attached.**  
**Describe any experiences that led to your desire to serve the community:**

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**Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other nonprofit organizations that are specifically applicable to this board or commission:**

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## CITY OF IMLAY CITY

Employment: List your most recent employment experiences.

Dates of Employment	Company Name/ Location	Position	Job Description

Education: List your most recent educational experiences.

Educational Institution/ School	Certificate/ Degree Received	Area(s) of Study

Supplemental Information: Please review the attached “Boards and Commissions Application Attachment” for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed below, the community urges you to apply for consideration. The community needs citizens with diverse backgrounds on its boards and commissions.

# BOARD AND COMMISSION APPLICATION ATTACHMENT

## Board of Review

Members are appointed by the City Commission. Members must be tax payers of the city and have been residents of the city for not less than three (3) years. Residency is required for membership. Experience and/or training in matters related to real estate is preferred but not required. Please check below if you have experience in:

☐ Banking/Finance  
☐ Property Appraisal/Assessing  
☐ Real Estate/ Development/Law

## Lamb Steele Board

Four members are appointed by the City Commission or City Manager and approved by City Commission and two members are recommended by the tenants of the building and approved by the City Commission. Residency is required for membership. Please check below if you have experience in:

☐ Aging Issues                      ☐ Marketing/Branding  
☐ Grant/ Endowments              ☐ Wellness Programming  
☐ Finance/Budgeting

## Downtown Development Authority

Members shall be appointed by the Mayor. Not less than a majority of the members shall be persons having an interest in property located in the downtown district. Please check below if you have experience in:

☐ New Business Development  
☐ Business Recruitment and Retention  
☐ Marketing and Promotion  
☐ Real Estate Development  
☐ Banking/Finance

## Parks and Recreation

Members are appointed by the City Commission. Members should be qualified by experience and/or training in a variety of disciplines. Residency is required as a member. Please check below if you have experience in:

☐ Advertising/Marketing/Public Relations  
☐ Banking/Finance                      ☐ Public Administration  
☐ Fitness/Recreation                      ☐ Physical Education  
☐ Forestry                                      ☐ Landscape Architecture  
☐ Land Use Planning

## Housing Board of Appeals

Members shall be appointed by the Mayor and confirmed by the City Commission. Members should be qualified by experience and/or training in matters related to the housing industry, property management and/or neighborhood preservation. Residency is required as a member. Please check below if you have experience in:

☐ Residential Real Estate              ☐ Policymaking  
☐ Building Construction              ☐ Housing Development  
☐ Property Appraisal/Assessing  
☐ Property Management/Leasing

## Planning Commission

Members shall be appointed by the Mayor with the approval from the City Commission. Members shall be qualified electors of the city representing different professions and occupations. Interest or training in land use related issues is beneficial. Residency is required as a member. Please check below if you have experience in:

☐ Architecture/Landscape Architecture  
☐ Building Construction              ☐ Civil Engineering  
☐ Land Use Planning                      ☐ Real Estate Development

## BOARD AND COMMISSION APPLICATION ATTACHMENT

### Zoning Board of Appeals

Members must be residents of the City and interest or knowledge of land use related issues is beneficial. Residency is required to be a member. Please check below if you have experience in:

- ☐ Architecture
- ☐ Building Construction/Engineering
- ☐ Land Use Planning
- ☐ Real Estate/ Development/Law

### Neighborhood Improvement Authority

Members shall be appointed by the Mayor. Not less than a majority of the members shall be persons having an interest in, live, or own property located in the neighborhood improvement authority district. Some members will require a residency status. Please check below if you have experience in:

- ☐ New Business Development
- ☐ Business Recruitment and Retention
- ☐ Building Construction/ Engineering
- ☐ Real Estate Development
- ☐ Community Development
- ☐ Banking/Finance

**Important Public Records Information:** All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Clerk at 810-724-2135 if you have any questions or concerns about the disclosure of specific information.

**Truth and Accuracy:** I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return to:  
City of Imlay City  
150 North Main Street  
Imlay City, MI 48444  
(810) 724-2135  
[www.imlaycity.org](http://www.imlaycity.org)