

# Civic Engagement

## Boards and Commissions

The City of Geneva is actively recruiting engaged residents who are interested in serving critical roles on City Boards, Committees and Commissions. There are a range of opportunities to support the economic and community development functions of the City, and to shape the future of your community.

The application process has been streamlined, is simple, and is constructed to attract the best, most diverse set of applicants possible.

### What Are The Requirements?

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Many Boards, Committees, and Commissions are bolstered by experience, knowledge, or training in a specific area of community operations. That said, most Board, Committee, or Commission members get their start by just wanting to be involved. For most Board, Commission, or Committee seats, there are only four qualifications:

- Must be eighteen years of age or older
- Must be a permanent resident of the City of Geneva
- Must be willing and able to attend 75% of all Board, Commission, or Committee meetings
- Must be willing and able to complete all necessary training as required for the respective Board, Commission, or Committee
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### From there:

1. Complete the online form and submit, or complete a paper application form and submit to the City Clerk
2. City Council will source applications from the online database, City Clerk's Office, and political parties
3. Applications will be reviewed for best matched qualifications according to City Council's objectives (subject matter expertise, ideological and cultural diversity, etc.). Several Boards generate recommendations to Council via an internal appointment committee.
4. Qualified applicants will be invited to interview with City Council or will be referred to Council by the individual Board's appointment process.
5. Council will select the best qualified applicants for the positions available. The bulk of appointments occur in January of each calendar year, though some appointments are filled as vacancies occur.

throughout the year.

## What Opportunities Are Available?

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There are a host of opportunities to serve your community.

These include:

**Aid to the Handicapped Committee:** (9 total seats, 3-year terms) This Committee offers advice and counsel to City offices and agencies, City Council, and the private community to support accessibility for individuals with disabilities of all types. Individuals with backgrounds in advocacy for the disabled are encouraged to apply. The Committee meets on the 3rd Tuesday of each month, March through October at 6 p.m. For the January appointment round, there are five seats available for appointment.

**Board of Assessment Review:** (5 total seats, 5-year terms) This Board reviews challenges to determinations by the City Assessor. The Board meets for one week during the year after the City's initial assessment roll is released, dependent upon the number of challenges to valuation that are filed. Individuals with backgrounds in real estate valuation or development are encouraged to apply. For the January appointment round, there are no seats available, but those with interest should ensure that an updated application is on file.

**Ethics Committee:** (3 total seats, Indefinite terms) This Committee reviews allegations of ethical misconduct against officers of the City. The Board meets as needed, when complaints or allegations are filed. Individuals with training in legal, human resources, or other areas of ethical consideration are encouraged to apply. For the January appointment round, there are no seats available, but those with interest should ensure that an updated application is on file.

**Local Development Corporation:** (9 total seats, 3-year terms) This Board is charged with supporting economic development and neighborhood revitalization activities in the City. The Board is constituted of representatives from major not-for-profits, real estate professionals, neighborhood residents, finance, and planning or architecture professionals. The Board meets on the first Wednesday of each month at noon. For the January appointment round, there are three seat available for appointment.

**Green Committee:** (Seats and terms defined as needed) This Committee is charged with evaluating City operations and community practices for sustainability impacts, and with making recommendations to City Council on policy changes or changes to operational practices. Individuals with expertise in environmental fields or operations and maintenance practices are encouraged to apply. The Committee meets as needed. For the January appointment round, there are no seats available, but those with interest should ensure that an updated application is on file.

**Historic Districts Commission:** (7 total seats, 3-year terms) This Commission is charged with review of construction projects within the bounds of the South Main and Genesee Park historic districts and for other structures as defined by law. Individuals with experience in architecture, historic preservation, and/or construction are encouraged to apply. The Committee meets as needed. For the January appointment round, there are two seats available for appointment.

**Housing Authority:** (7 total seats, 5-year terms) The Housing Authority is charged with administration of federal housing assistance programs inside the City, as well as management and operations oversight to multiple federally-supported housing developments. Individuals with experience in operation of housing developments, federal programs, and residents of federally-funded housing are encouraged to apply. The Authority Board meets the 3rd Tuesday of each month at 3:00 p.m. For the January appointment round there are two seats available for appointment.

**Human Rights Commission:** (13 total seats, 3-year terms) The Human Rights Commission is charged with execution of strategic objectives for inclusiveness and diversity in the City. Additionally, the Commission is responsible for intake and processing of claims of discriminatory practices. Individuals with expertise in human resources, law, or other areas of advocacy are encouraged to apply. The Commission meets the 2nd Tuesday of each month at 5:30 p.m. For the January appointment round there are nine seats available for appointment.

**Industrial Development Agency:** (7 total seats, 3-year terms) The Industrial Development Agency is charged with supporting the City's business recruitment, retention, and expansion efforts in the City, as well as management oversight of the Geneva Industrial Park and the Geneva Enterprise Development Center. Individuals with backgrounds in marketing, real estate development, or business are encouraged to apply. For the January appointment round, there are no seats available, but those with interest should ensure that an updated application is on file.

**Planning Board:** (5 total seats, 3-year terms) The Geneva Planning Board is charged with review of land use and development activity in the City. The Board interprets City Zoning Code and applies best practices in development to reviews of site plan and architectural proposals for projects in the City. Individuals with expertise in land use planning, architecture, construction, or legal concepts are encouraged to apply. The Board meets the 3rd Monday of each month at 7:30 p.m. For the January appointment round there are four seats available for appointment.

**Public Art Committee:** (7 total seats, 2-year terms) The Public Art Committee is charged with development and management of the City's Public Art Plan and execution of the City's Public Art Policy. The Committee reviews proposal for public art installation and makes recommendations to City Council. Individuals with expertise in art, architecture, or other creative fields are encouraged to apply. The Board meets each month on the 2nd Wednesday at 8:30 AM. For the January appointment round there is one seat available for appointment.

**Recreation Advisory Board:** (9 total seats, 3-year terms) The Recreation Advisory Board is charged with advice and counsel on development of recreational programming and facilities in the City. The Board provides insight and advice to the Director of Recreation and guides development of the City's recreation program. Individuals with expertise in the areas of recreational programming, sports program management, or facilities management are encouraged to apply. The Board meets quarterly according to a schedule set each year. For the January appointment round there are five seats available for appointment.

**Shadetree Committee:** (5 total seats, 3-year terms) The Shadetree Committee provides expertise and support to the City's Public Works and Parks Departments on the species selection and siting of trees and other plantings in the City, and for overall management of the City's urban forest. Individuals with expertise in horticulture, agriculture, botany, or landscape architecture are encouraged to apply. The Committee meets each month on the 3rd Wednesday at 5 p.m. For the January appointment round there are three seats available for appointment.

**Zoning Board of Appeals:** (7 total seats, 3-year terms) The Zoning Board of Appeals is charged with applying statutory guidance on exceptions to the City's development regulations. The Board reviews development proposals that are in conflict with City regulations and applies regulatory tests and community standards to determine if an exception can be made. Individuals with expertise in land use planning, architecture, construction, or legal concepts are encouraged to apply. The Board meets on the 4th Tuesday of each month at 7 p.m. For the January appointment round there are two seats available for appointment.

If you have interest in any of these opportunities, please follow the application process. Be sure to indicate all of the opportunities for which you have an interest.

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Thanks for helping to shape the future of Geneva!