A black and blue text

AI-generated content may be incorrect.

**APPLICATION FOR APPOINT TO THE CITY OF BUCHANAN’S**

**DOWNTOWN DEVELOPMENT AUTHORITY’S BOARD OF DIRECTORS**

*Please note that all information submitted in this application is public information and potentially subject to disclosure pursuant to the Freedom of Information Act, so please do not list any confidential information on this form.*

|  |  |
| --- | --- |
| Name: |  |
| Address: |  |
| Phone: |  |
| Email: |  |

Please check the appropriate box below and provide the required information for the box checked

|  |  |
| --- | --- |
|  | I own property in the City of Buchanan’s Downtown Development Authority District.  Address: |
|  | I own a business within the City of Buchanan’s DDA District.  Name of Business: |
|  | I am a resident of a property located in the City of Buchanan’s DDA District.  Address: |

***SEE ATTACHED MAP OF DDA DISTRICT BOUNDARIES***

To ensure quorums, which are needed for Boards to conduct official business, applications commit to attending at least 75% of regularly scheduled meetings of the board each year, absent emergencies and/or excused absences approved by a unanimous vote of the Board. Applicants also agree to abide by the City’s Ethics Policy, and further agree to attend all required trainings in order to maintain eligibility to serve.

|  |  |  |
| --- | --- | --- |
| **Yes** | **No** | **If selected to serve on the Downtown Development Authority, I agree to:** |
|  |  | Attend at least 75% of all meetings of that Board |
|  |  | Participate in periodic meetings and board training held by the City |
|  |  | Abide by the City’s Ethics Policy |

Why are you interested in serving on the Downtown Development Authority.

|  |
| --- |
|  |

What experience, skills, or qualifications do you possess that would benefit the DDA?

|  |
| --- |
|  |

Have you previously served on any boards, commissions, or community organizations? If yes, please list them and describe your role

|  |
| --- |
|  |

**Employment Experience:**

|  |  |  |
| --- | --- | --- |
| Dates of Employment | Company | Position |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Education:** (List your most recent educational experiences)

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

**References:** Please list two personal or business references, including contact information.

|  |  |  |
| --- | --- | --- |
| Name | Relationship | Contact Information |
|  |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| **Signature** |  | **Date** |

**APPLICATIONS FOR THE UPCOMING ROUND OF DDA APPOINTMENTS WILL BE ACCPETED UNTIL AT LEAST APRIL 21, 2025. Applications for persons not selected will be kept on file for three calendar years.**

SUBMIT COMPLETED APPLICATION TO: CITY CLERK

302 N Redbud Trail, Buchanan MI 49107

[clerk@cityofbuchanan.com](mailto:clerk@cityofbuchanan.com)

**Buchanan Downtown Development Authority Boundary Map**

**A map of a city

AI-generated content may be incorrect.**