



HUTCHINSON

A CITY ON PURPOSE.

BOARDS/COMMISSION INTEREST FORM

www.hutchinsonmn.gov

Hutchinson City Center, 111 Hassan St. SE, Hutchinson MN

Fax # (320) 234-4240

Phone # (320) 587-5151

Name: _____

Address: _____

Home Phone #: _____

Work Phone #: _____

Cell Phone #: _____

Email Address: _____

Occupation: _____

Place of Employment: _____

Educational Background: _____

Number of years as Hutchinson Resident: _____

I am interested in serving on the following City Board or Commission:

- Airport Commission (3 yr. term)
- Bicycle/Pedestrian Advisory Committee (3 yr. term)
- Charter Commission (4 yr. term)
- EDA Board (6 yr. term)
- HRA Board (5 yr. term)
- Library Board (3 yr. term)
- Park/Rec/Comm Ed Board (3 yr. term)
- Planning Commission (5 yr. term)
- Police Civil Service Commission (3 yr. term)
- Public Arts Commission (3 yr. term)
- Senior Advisory Board (3 yr. term)
- Sustainability Advisory Board (3 yr. term)
- Utilities Commission (5 yr. term)

-OVER-

Explain why you are interested in this

board/commission: _____

Please describe any prior/current experience that may relate to serving on this

board/commission: _____

Please List Other Municipal Boards and/or Commission you may have served.

	Years Served
1.) _____	_____ to _____
2.) _____	_____ to _____
3.) _____	_____ to _____
4.) _____	_____ to _____

Please return completed form to Melissa Starke at City Center, 111 Hassan Street SE, if you are interested in serving on any of the above boards/commissions. We thank you for your interest. This form will be placed on file and we will refer to the file as openings occur.

Description of Boards/Commissions

Airport Commission: The Airport Commission meets at 5:30 p.m. as needed at the airport. The Commission consists of six members, five of whom shall be residents of the City and serve staggered three (3) year terms and one of whom shall be a member of the City Council. The Commission shall advise the City Council in all matters dealing with the airport and its operations.

Bicycle/Pedestrian Advisory Committee: The Bicycle/Pedestrian Advisory Committee meets at 3:00 p.m. quarterly, at various locations. The Committee consists of six members, five of whom shall be residents of the City and serve staggered three (3) year terms and one of whom shall be a member of the City Council. The Hutchinson Bicycle-Pedestrian Advisory Committee (BPAC) serves as an advisory committee to the City Council and the Park, Recreation and Community Education Board. The BPAC provides advice on issues related to bicycling and pedestrian needs in Hutchinson, advocates for pedestrian and bicycling infrastructure improvements, and promotes recreational walking and bicycling in the city.

Charter Commission: The Charter Commission members serve a four-year term and meet as statutorily required.

Economic Development Authority: The Economic Development Authority meets at noon on the fourth Friday of the month at the Enterprise Center. The Board consists of seven commissioners, two of whom must be members of the City Council and five who are members of the Hutchinson Community. Appointments to the EDA are made by the Mayor and approved by the City Council. Commissioners serve staggered six-year terms. The EDA works to promote the continued growth and development of the community of Hutchinson, in partnership with the City and the Chamber of Commerce. The EDA administers two grant programs and two revolving loan programs.

Hutchinson Housing and Redevelopment Authority (HRA): The HRA Board meets at 7:00 a.m. the 3rd Tuesday of the month at the City Center. The Board consists of five members, four of whom shall be residents of the City and serve staggered five-year terms and one of whom shall be a member of the City Council. The HRA administers housing programs on behalf of the City of Hutchinson.

Library Board: The Library Board meets at 4:30 p.m. the 4th Monday of the month at the Library. The Board consists of seven members, six of whom shall be residents of the city and shall serve staggered three-year terms. The Library Board shall adopt by-laws and regulations for the government of the library and for the conduct of its business as may be expedient and conformable to law.

Park/Recreation/Community Education Board: The PRCE Board meets at 5:15 p.m. the first Monday of the month at various locations. The Board consists of seven representatives from the community at large, one representative from the School Board, and one representative from the City Council and serve staggered three-year terms. The Board shall study and determine the park, recreational and community education needs of the City and School District respectively and makes recommendations to their respective entities.

Planning Commission: The Planning Commission meets at 5:30 p.m. the third Tuesday of the months at the City Center. The Commission consists of six members, five of whom shall be residents of the City and serve staggered five-year terms; one City Council member. The Planning Commission shall have all the powers and duties defined or granted in the statutes and the City Code relating to planning, zoning and subdivision regulation and shall act in an advisory capacity to the City Council.

Police Civil Service Commission: The Police Commission meets the 2nd Tuesday of the month at 4:45 p.m. at the Police Department. The Commission consists of three members whom shall be residents of the City and serve staggered three-year terms. The Commission supervises the hiring, promotion, discharge, and suspension of all officers and employees of the Police Department of the City of Hutchinson and these powers shall extend to and include all member of the Police Department.

Public Arts Commission: The Public Arts Commission consists of seven members, six of whom will serve staggered three-year terms, and one of whom shall be a member of the City Council. The Director of Planning/Zoning/Building and the Director of Parks/Recreation/Community Education shall be ex-officio members. The Commission will establish standards and guidelines for donations of public art to the City of Hutchinson, establish procedures and maintenance of public art, evaluate funding resources, and determine guidelines for accepting or declining gift of public art. The Public Arts Commission shall act in an advisory capacity to the City Council on issues regarding public art.

Senior Advisory Board: The Senior Advisory Board meets at 9:30 a.m. the third Monday of the month at the Senior Center. The Board consists of seven members who serve staggered three-year terms. The Board shall advise the PRCE Board and staff concerning management and use of the multi-purpose senior center, and shall develop and maintain a management plan which provides opportunity for all senior-related activities to flourish.

Sustainability Advisory Board: The Sustainability Advisory Board consists of up to five members who are appointed by the Mayor, subject to ratification by the City Council. One of the board members shall be a Hutchinson City Council Member and, additionally, one of the board members may be a member of the Hutchinson Utilities Commission. All remaining board members are "at-large" members. One at-large member may be a non-resident of the city of Hutchinson. At-large members shall serve staggered three-year terms. The Board will Advise and make recommendations to the City Council and identify the highest priorities for city government and citizens to achieve sustainable management of natural resources – water, urban forests, and energy in particular – and shall recommend to the City Council goals to achieve and workable means to reach such goals; provide input to the City Council and city staff as to the continued use and environmentally-friendly manufacturing of compost and other products produced at [Creekside Soils](#), the recommendations as to tree management, including amendments to the Hutchinson City Code; advise the City Council as to resource and energy reduction measures in city buildings and operations; promote the City's continued participation in programs such as Tree City USA, GreenStep Cities, and the SolSmart Designation.

Utilities Commission: The Hutchinson Utilities Commission meets at 3:00 p.m. the last Wednesday of the month at the Utilities Office. The Commission consists of five members all of whom must be registered voters of the City and serve staggered five-year terms. The Commission shall have full absolute and exclusive control and power over the City Electric Plant, the City Electric Plant distribution system, the City Gas Plant and the City Gas distribution system.