



## Application for Appointment to Committee

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Home address: \_\_\_\_\_

Length of residence: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Phone (day): \_\_\_\_\_ Phone (evening): \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Committee interested in serving:

Historical Preservation Committee

Plan Commission

Finance Committee

Ordinance Committee

Public Work Committee

Zoning Board of Appeals

Election Worker or Inspector

All positions open to anyone who is a U.S. citizen and a resident of the Village of Rochester

1) Have you ever volunteered for or been affiliated with other public or private boards, commissions, community groups, or professional associations? If yes, please describe the nature of your involvement and your length of service.

2) Most positions generally require one evening meeting each month and will last approximately 1 hour. Are you able to meet this commitment on a regular basis?

Yes

No

Maybe (please describe):

3) Please identify personal and professional skills, traits and experiences that qualify you for this position. Elaborate as needed below.

## **Description of Committees**

**Historical Preservation Committee:** Functions of the Historic Preservation Committee are found under [Chapter 38 "Historic Preservation"](#) in the Village of Rochester Municipal Code. Meets on the first Monday of the month

**Plan Commission:** The Plan Commission advises the Village Board on community planning, land use, and development matters such as rezonings, conditional use permits, subdivisions, and related ordinances. Members review materials before meetings, consider public input, and work collaboratively to make decisions in the best interest of the community. The commission meets once a month, with members expected to attend trainings and prepare for meetings. Meets on the first Wednesday of the month

**Finance Committee:** This committee assists the Village Treasurer with the management of Village funds and assets, including budgeting, investments, and financial oversight. Responsibilities include reviewing invoices for payment, recommending the annual Village budget, and monitoring financial performance compared to budget forecasts. Meets on the second Monday of the month

**Ordinance Committee:** The duties of this committee: Formulation and recommendation to the Village Board for enactment, modification or repeal of ordinances. Interpretation of existing ordinances, with recommendations of legal counsel to the Board. Meets on the third Monday of the month

**Public Work Committee:** This committee reviews and recommends action on Village infrastructure and public works matters, including roads, sidewalks, sewers, parks, waterways, trees, and public areas. Members also help address community concerns, represent the Village at regional sewer district meetings, and carry out duties assigned by the Village Board. Meets on the fourth Monday of the month

**Zoning Board of Appeals:** Hears and decides appeals related to an order, requirement, decision, or determination made by an administrative official; has the authority to hear and decide special exceptions to zoning ordinances. (When needed) Meets on fourth Thursday of the month at 6:30

**Election Worker or Inspector:** Assisting at the polls on election days, distributing ballots, registering voters. On primary, general, and special election days.