



# BOARDS & COMMITTEES

2019 Board & Committee Openings

## Get Involved with Texas Township!

Ever wonder who reviews Township initiatives or makes development recommendations to the Township Board?

**It could be you!** From approving development plans, to ensuring community safety, more than 10 citizen boards help guide decisions.

Many committee positions are available! Texas Township is asking for passionate and civically-minded applicants to apply. Review committee openings, their requirements, and find the application at <http://www.texastownship.org/committee-application/>.

Applications are due by 5:00 p.m.,  
Tuesday, December 4, 2018

# CHARTER TOWNSHIP OF TEXAS

## 2019 BOARD & COMMITTEE OPENINGS

### *Application Information*

## Important Dates for Applicants

<b>December 4, 2018</b>	Deadline to submit Application for Appointment
<b>December 10, 2018</b>	Recommendations for committee appointments made at Township Board Meeting

## Application and Appointment Process

### Intake

Once an application is received, the candidate is reviewed for eligibility to their requested committee or board. Some committees or boards have certain requirements, so please view the board page for specific requirements.

### Vetting

Applicants will be reviewed by the Township Superintendent, Township Supervisor, Township Board, and respective committee chairs. As many of the boards and commissions have either direct or indirect influence on how tax dollars are spent, it's important for committee candidates to be compliant with Township Code.

### Appointing Authority

The Township Board is the ultimate appointing authority and all committee placements are based on a recommendation from the Supervisor.

### Selection

Once the Board has voted on their selections, applicants will be notified of the outcome. Selected applicants will be contacted and receive their respective committee paperwork from the Chair of the Committee or the Committee Liaison. If an applicant is not appointed by the Board, their application will remain on file for future consideration.

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*NOTE: This document only contains an overview for committees and boards that have an expiring position this term. To view a full list of committees, please visit our website at <http://www.texastownship.org/officialsdepartments/boards-committees/>.*

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# Planning Commission

## Committee Information

**Staff Liaison:** Steve Deisler, Planning, Zoning & Development Administrator

**Email:** [sdeisler@texastownship.org](mailto:sdeisler@texastownship.org)

**Phone:** 269.375.1591

The Planning Commission performs such functions as preparing and adopting a plan for the physical development of the Township. The Commission implements the plan through administration of the Township’s zoning codes, and recommends amendments to the zoning ordinance to the Township Board.

**Term Length:** Three Years

**Meeting Schedule:** Twice per month on the 2<sup>nd</sup> Tuesday (5pm) & 4<sup>th</sup> Tuesday (6pm)

## Positions Expiring

Position	Qualifications	Appointing Authority	Term Length
Member	Residency required*	Township Board – Recommendation by Township Supervisor	3 year term ending Dec 2021
Member	Residency required*	Township Board – Recommendation by Township Supervisor	3 year term ending Dec 2021

\*NOTE: ONE MEMBER OF THE PLANNING COMMISSION DOES NOT HAVE TO BE A RESIDENT

## Current Committee Composition

2 Pending Expirations

7 Total Seats

Position	Name	Term Begins	Term Ends
Chair	Dennis Berkebile	Jan 2018	Dec 2020
Vice Chair, ZBA Liason	Mike Corfman	Jan 2017	Dec 2019
Secretary	Larry Loeks	Jan 2016	Dec 2018
Township Board Liaison	Linda Kerr, Clerk	Jan 2017	Dec 2019
Member	Richard Craven	Jan 2016	Dec 2018
Member	Steve Bosch	Jan 2018	Dec 2020
Member	Edward Planeta	Jan 2017	Dec 2019

## Compensation

Members of the Planning Commission are paid a per diem with the possibility of rate increases depending on the amount of continuing education and/or credentials pursued.

- Member: \$80/Meeting
- Chair: \$95/Meeting
- Citizen Planner Designation: Add \$15/Meeting
- Continuing Education (8 Hrs): Add \$20/Meeting
- Master Citizen Planner Designation: Add \$25/Meeting

# Zoning Board of Appeals

## Committee Information

**Staff Liaison:** Steve Deisler, Planning, Zoning & Development Administrator

**Email:** [sdeisler@texastownship.org](mailto:sdeisler@texastownship.org)

**Phone:** 269.375.1591

The basic responsibilities of the Zoning Board of Appeals (ZBA) include: variance requests, site plan review of permitted uses, ordinance interpretation, and appeals of administrative decisions.

**Term Length:** Three Years

**Meeting Schedule:** Once per month on the 1<sup>st</sup> Wednesday (6pm) if an application has been submitted.

## Positions Expiring/Vacant

Position	Qualifications	Appointing Authority	Term Length
Member	Residency required	Township Board – Recommendation by Township Supervisor	3 year term ending Dec 2021
Alternate	Residency required	Township Board – Recommendation by Township Supervisor	3 year term ending Dec 2021

## Current Committee Composition

2 Pending Expirations/Vacancies

5 Total Seats + 2 Alternates

Position	Name	Term Begins	Term Ends
Chair	Frank Machnik	Jan 2018	Dec 2020
Vice Chair	Michael Bakker	Jan 2018	Dec 2020
Secretary	Brett Cummings	Jan 2018	Dec 2020
Planning Commission Liaison	Mike Corfman	Jan 2017	Dec 2019
Member	Greg Opdycke	Jan 2016	Dec 2018
Alternate	TBD	Jan 2015	Dec 2020
Alternate	Jane Waldeck	Jan 2016	Dec 2018

## Compensation

Members of the Zoning Board of Appeals are paid a per diem with the possibility of rate increases depending on the amount of continuing education and/or credentials pursued.

- Member: \$75/Meeting
- Chair: \$90/Meeting
- Citizen Planner Designation: Add \$15/Meeting
- Continuing Education (8 Hrs): Add \$20/Meeting
- Master Citizen Planner Designation: Add \$25/Meeting

# Public Safety Committee

## Committee Information

**Staff Liaison:** Scott Paddock, Ordinance Enforcement Officer

**Email:** [spaddock@texastownship.org](mailto:spaddock@texastownship.org)

**Phone:** 269.375.1591

The purpose of the Texas Township Public Safety Committee is to:

1. Provide recommendations to the Superintendent and the Township Board of Trustees on operation policies for Law Enforcement services, Fire / Rescue services, and Emergency Medical Services.
2. Review operations and performance standards for Law Enforcement, Fire / Rescue and EMS services.
3. Address other public safety issues that may arise within the Township.

The Committee is composed of five members: One Township Board member, one member with emergency medical experience, one member with law enforcement experience, one member with fire service experience, and one citizen at large.

**Term Length:** Three Years

**Meeting Schedule:** Once per month on the 1<sup>st</sup> Tuesday (4:30pm)

## Positions Expiring

Position	Qualifications	Appointing Authority	Term Length
Member	Residency required	Township Board – Recommendation by Township Supervisor	3 year term ending Dec 2020

## Current Committee Composition

1 Pending Expirations

5 Total Seats

Position	Name	Term Begins	Term Ends
Fire Service Exp.	Rick Ives	Jan 2018	Dec 2020
Chair, Citizen	Paul Cutting	Jan 2016	Dec 2018
Medical Exp.	Mark Kerschner	Jan 2018	Dec 2020
TB Liaison	Don Boven	Jan 2017	Nov 2020
Law Enforcement Exp.	Gerry Alexander	Jan 2017	Dec 2019

## Compensation

Members of the Public Safety Committee are paid a per diem as followed, however, the Township Board is currently evaluating the compensation for this Committee.

- Member: \$55/Meeting
- Secretary: \$60/Meeting
- Chair: \$60/Meeting

# Parks & Trails Committee

## Committee Information

**Staff Liaison:** Julie VanderWiere, Superintendent

**Email:** [julievw@texastownship.org](mailto:julievw@texastownship.org)

**Phone:** 269.375.1591

The Park Committee consists of two Township Board members (one of which must serve on the Road Committee and the other must serve on the Planning Commission), two Citizen Representatives, and Township Staff (which are non-voting members). They oversee the development of the Townships two parks, by responding to public interest and use of the Recreation Plan. Yearly development plans are created and a budget is prepared with monies transferred from the General Fund. There is no direct millage for Park development and maintenance. When a project is identified and estimates are obtained, a recommendation is sent to the Township Board.

**Term Length:** Three Years

**Meeting Schedule:** Once per month on the 4<sup>th</sup> Tuesday (5pm)

## Positions Expiring

Position	Qualifications	Appointing Authority	Term Length
Member	Residency required	Township Board – Recommendation by Township Supervisor	3 year term ending Dec 2020
Member	Residency required	Township Board – Recommendation by Township Supervisor	3 year term ending Dec 2020

## Current Committee Composition

3 Pending Expirations

5 Total Seats + 2 Alternates

Position	Name	Term Begins	Term Ends
Chair	James Whittaker	Jan 2018	Dec 2020
Township Board Liaison; PC	Linda Kerr	Jan 2017	Nov 2020
Planning Commission Liaison	Larry Loeks	Feb 2016	Dec 2018
Township Board Liaison	Trish Roberts	Jan 2017	Nov 2019
Member	Greg Dobson	Jan 2016	Dec 2018
Alternate	Tricia Keala	Jan 2018	Dec 2020
Alternate	Jennifer Bussies	Jan 2018	Dec 2020

## Compensation

Members of the Parks & Trails Committee volunteer their time.

# Board of Review

## Committee Information

**Staff Liaison:** Ted Gruizenga, Assessor

**Email:** [assessor@texastownship.org](mailto:assessor@texastownship.org)

**Phone:** 269.375.1591

The Board of Review meets in March, July and December to review the property assessment roll that has been prepared by the Township Assessor, to hear appeals from property owners, and to correct the assessment rolls if necessary. Appointed by the Township Board, they serve for two (2) years.

**Term Length:** Two Years

**Meeting Schedule:** 12 Hours in March – 3 of those hours are held after 6pm, as required by statute. Additionally, the Board of Review meets one day in July & one day in December.

## Positions Expiring –

Position	Qualifications	Appointing Authority	Term Length
Member	Residency required	Township Board – Recommendation by Township Supervisor	2 year term ending Dec 2018
Member	Residency required	Township Board – Recommendation by Township Supervisor	2 year term ending Dec 2018
Member	Residency required	Township Board – Recommendation by Township Supervisor	2 year term ending Dec 2018
Alternate	Residency required	Township Board – Recommendation by Township Supervisor	2 year term ending Dec 2018
Alternate	Residency required	Township Board – Recommendation by Township Supervisor	2 year term ending Dec 2018

## Current Committee Composition

5 Pending Expirations

5 Total Seats

Position	Name	Term Begins	Term Ends
Member	Kathy Buckham	Jan 2019	Dec 2020
Member	Robert Smith	Jan 2019	Dec 2020
Member	Jim Caporale	Jan 2019	Dec 2020
Alternate	Dan Bowman	Jan 2019	Dec 2020
Alternate	Tim Peters	Jan 2019	Dec 2020

## Compensation

\$150 per day

\$55/Evening sessions & half-days

# Farmers' Market Committee

## Committee Information

**Staff Liaison:** Emily Beutel, Market Manager

**Email:** [farmersmarket@texastownship.org](mailto:farmersmarket@texastownship.org)

**Phone:** 269.375.1591

The Farmers' Market Committee manages the operations of the Texas Township Farmers' Market, which exists to create a sense of community for Texas Township and surrounding areas, promote local businesses and creates economic development around local food, and raise awareness about the rich and diverse agricultural areas in southwest Michigan. The Committee is made up of members of the community, including representatives from the Board, Planning Commission, DDA and Parks and Recreation Committee, as well as residents and vendors.

**Term Length:** Three Years

**Meeting Schedule:** Quarterly Basis

## Positions Expiring/Vacant

Position	Qualifications	Appointing Authority	Term Length
Member	Residency required	Township Board – Recommendation by Township Supervisor	3 year term ending Dec 2020
Member	Residency required	Township Board – Recommendation by Township Supervisor	3 year term ending Dec 2020
Member	Residency required	Township Board – Recommendation by Township Supervisor	3 year term ending Dec 2020
Member	Residency required	Township Board – Recommendation by Township Supervisor	3 year term ending Dec 2020

## Current Committee Composition

3 Pending Expirations/Vacancies

9 Total Seats

Position	Name	Term Begins	Term Ends
Chair, Market Manager	Emily Beutel	N/A	N/A
Member	Tim Brown	Jan 2017	Dec 2019
Member	Linda Kerr	Jan 2017	Dec 2019
Member	Vacant	Jan 2018	Dec 2020
Member	Larry Loeks	Jan 2016	Dec 2018
Member	Vicki VanderHeyden	Jan 2016	Dec 2018
Member	Bill Schultz	Jan 2016	Dec 2018
Member	Shari Groendyk	Jan 2017	Dec 2019
Member	Anna Bowman	Jan 2017	Dec 2019
Member	Rebecca Steele	Jan 2017	Dec 2019

## Compensation

Members of the Farmers' Market Committee volunteer their time.

# Road Committee

## Committee Information

**Staff Liaison:** John Hinkle, Supervisor

**Email:** [jhinkle@texastownship.org](mailto:jhinkle@texastownship.org)

**Phone:** 269.375.1591

The Road Committee reviews and makes recommendations to the Township Board for road improvements. They do not hold regular meeting dates.

**Term Length:** Two Years

**Meeting Schedule:** As-Needed Basis

## Positions Expiring/Vacant

Position	Qualifications	Appointing Authority	Term Length
Member	Residency required	Township Board – Recommendation by Township Supervisor	2 year term ending Dec 2020
Member	Residency required	Township Board – Recommendation by Township Supervisor	2 year term ending Dec 2020
Member	Residency required	Township Board – Recommendation by Township Supervisor	2 year term ending Dec 2020
Member	Residency required	Township Board – Recommendation by Township Supervisor	2 year term ending Dec 2020

## Current Committee Composition

4 Pending Expirations/Vacancies

6 Total Seats

Position	Name	Term Begins	Term Ends
Township Supervisor	John Hinkle	N/A	N/A
KCRC Project Super	Mark Worden	N/A	N/A
Secretary	Jeff VanderRoest	Jan 2017	Dec 2018
Chair, TB Liaison	Nick Loeks	Jan 2017	Dec 2018
Member	Vacant	Jan 2017	Dec 2018
Member	Charles Minor	Jan 2017	Dec 2018

## Compensation

Members of the Road Committee volunteer their time.

# Downtown Development Authority

## Committee Information

**Staff Liaison:** Steve Deisler, Planning, Zoning & Development Administrator

**Email:** [sdeisler@texastownship.org](mailto:sdeisler@texastownship.org)

**Phone:** 269.375.1591

The Downtown Development Authority (DDA) oversees the development of the Central Business District within Texas Township. They oversee the economic development of the CBD and are actively looking for ways to promote local business and improve growth in Texas Corners.

**Term Length:** Four Years

**Meeting Schedule:** Fourth Thursday of the Month at 9am

## Positions Expiring/Vacant

Position	Qualifications	Appointing Authority	Term Length
Member	Residency required	Township Board – Recommendation by Township Supervisor	4 year term ending Dec 2023

## Current Committee Composition

1 Pending Expirations, 1 Vacancy

9 Total Seats

Position	Name	Term Begins	Term Ends
Township Supervisor	John Hinkle	N/A	N/A
Secretary	Natalie St. Louis	Apr 2018	Apr 2020
Member	Chad Kerwin	Apr 2018	Apr 2020
President	Larry Loeks	Mar 2015	Feb 2019
Member	Vacant	Mar 2015	Feb 2019
Vice President	Dave Groendyk	Mar 2016	Feb 2020
Treasurer	Andy Schultz	Mar 2016	Feb 2020
Member	Alexandra Copeland	Mar 2018	Feb 2022
Member	Jeremy Spinney	Jan 2018	Dec 2020

## Compensation

Members of the Downtown Development Authority volunteer their time.