

Village of Farwell Downtown Development Authority

General Information and Application for Appointment

What is an DDA?

An DDA stands for Downtown Development Authority. It is a type of tax increment finance authority where a certain amount of taxes are captured to be used for specific purposes of a downtown area in a municipality.

What is the Purpose?

The purpose of the Village of Farwell DDA is to provide funding for improvement of the downtown area within the Village of Farwell. These funds may be used for public improvements to areas such as parks, sidewalks, lighting, wayfinding, street repair, etc. A more comprehensive description may be found in the most recent plan.

What do I have to do to be appointed to the board?

The DDA consists of five (9) members. The Village of Farwell Council President automatically holds the Chairperson position on the board. The remaining eight (8) members must be mixed on the following stipulations. Five (5) members shall be persons having an interest in property located in the downtown district. If there is at least 100 persons residing in the district one (1) member must be appointed from this residency location.

Qualifications

The following qualifications are not required for appointment but would greatly benefit the Village of Farwell DDA:

- ✓ Knowledge of the area
- ✓ Skilled communicator
- ✓ General understanding of local government and public policy
- ✓ General understanding of tax and zoning policies
- ✓ Ability to view issues from multiple standpoints
- ✓ Willingness to learn
- ✓ Understanding of local development

Process for Appointment

The process for appointment to the Village of Farwell DDA is as follows:

1. A vacancy is declared by the DDA during an open meeting.
2. The Village Council will set a timeframe of when applications will be accepted for the position(s).
3. The seeking of appointment nominations will be advertised using one or a combination of the following methods:
 - a. Newspaper advertisement
 - b. Announcement on the Village webpage
 - c. Printed notices displayed in public places.
 - d. Notices on social media.
4. The authority will review applications that have been turned in by the application deadline and determine which applicants they would like to interview and an interview date will be set.
5. If there are multiple applicants, applicants may be interviewed by the authority during an open meeting to the public per the Open Meetings Act.
6. The Village President will nominate their selected nominee and the appointee must be confirmed by Council.

- 7. The appointment terms vary based on the timeline, but generally the appointed person serves a four-year term, unless the initial appointment terms are not on a proper rotation.
- 8. The appointee will be officially appointed at the next authority meeting.

Meetings and Compensation

The members of the board serve without compensation, but shall be reimbursed for approved expenses such as training. The DDA typically meets on a quarterly basis, unless more frequent meetings are required.

All applications will be kept on file for one year, and if another vacancy presents itself, Council will review applications from this pool in addition to all other received applications.

Application for Appointment Village of Farwell DDA

Last Name

First Name

Street Address

City

State

Zip

Phone Number

E-mail Address

Please list and describe any previous government and/or non-profit experience:

What do you believe the role of local government should be?

What do you believe your role as a member would be like/entail?

What is one word that describes what you will add or offer to the Village of Farwell DDA which distinguishes yourself from other candidates? _____

What do you think are the most important issues facing the Village of Farwell?

What are your thoughts on how to best approach growth within the Village of Farwell?

Please describe how you feel regional partnership and collaboration should be?

Please describe your decision-making style.

Please attach a resume or any other pertinent information that you feel will be useful and important to your application.

Signature of applicant

Date