

# **City of Charlotte**

*Charlotte-Mecklenburg Government Center  
600 East 4th Street  
Charlotte, NC 28202*



## **Meeting Agenda**

**Monday, December 14, 2015**

**Council Chambers**

### **City Council Business Meeting**

*Mayor Jennifer W. Roberts  
Mayor Pro Tem Vi Lyles  
Council Member Al Austin  
Council Member John Autry  
Council Member Ed Driggs  
Council Member Julie Eiselt  
Council Member Claire Fallon  
Council Member Patsy Kinsey  
Council Member LaWana Mayfield  
Council Member James Mitchell  
Council Member Greg Phipps  
Council Member Kenny Smith*



**City of Charlotte**

**Meeting Agenda**

**City Council Business Meeting**

Charlotte-  
Mecklenburg  
Government  
Center  
600 East 4th  
Street  
Charlotte, NC 28202

**Monday, December 14, 2015; 4:00 P.M. BUSINESS AND ZONING MEETING (separate Zoning Agenda)**

*Introductions*

*Invocation*

*Pledge of Allegiance*

**5:00 P.M. DINNER; CH-14 - ZONING BRIEFING**

**5:30 P.M. CITIZENS' FORUM**

- 1. Consent agenda items 10 through 33 may be considered in one motion except for those items removed by a Council member. Items are removed by notifying the City Clerk.. 2

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- 3. Public Hearing on a Resolution to Close Two Unopened Alleyways between E. 16th Street and E. 18th Street ..... 9

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**4:00 P.M. BUSINESS AND ZONING MEETING, COUNCIL CHAMBERS (separate Zoning Agenda)**

*Introductions*

*Invocation*

*Pledge of Allegiance*

**5:00 P.M. DINNER; CH-14 - ZONING BRIEFING**

**5:30 P.M. CITIZENS' FORUM**



# City of Charlotte

Charlotte-Mecklenburg  
Government Center  
600 East 4th Street  
Charlotte, NC 28202

**Agenda Date: 12/14/2015**

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**Agenda #:** 1. **File #:** 15-2051 **Type:** Consent Item

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**Consent agenda items 10 through 33 may be considered in one motion except for those items removed by a Council member. Items are removed by notifying the City Clerk.**

Consideration of Consent Items shall occur in the following order:

- A. Consideration of Consent Items that have not been pulled, and
- B. Consider of Consent Items with citizens signed up to speak to the item.



**Agenda Date:** 12/14/2015

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**Agenda #:** 2.**File #:** 15-2019 **Type:** Public Hearing Item

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**Public Hearing on a Resolution to Close a Portion of Greenwood Cliff**

**Action:**

**Continue a public hearing to close a portion of Greenwood Cliff to January 25, 2016.**

**Staff Resource(s):**

Jeff Boenisch, Transportation

**Explanation**

- North Carolina General Statute 160A-299 outlines the procedures for permanently closing streets and alleys.
- The Charlotte Department of Transportation received a petition to abandon public right-of-way and requests this City Council action in accordance with the statute.
- The action removes land from public right-of-way status and attaches it to the adjacent property.
- The abandonment of Greenwood Cliff would allow for an extension of the existing Pearl Park Way (Pearl Park Project).
- City Council voted to continue this public hearing at its Council Business Meeting on November 23, 2015.
- The Economic Development & Global Competitiveness Committee will consider the Pearl Park Tax Increment Grant in early January.
- There are three primary actions necessary for the Pearl Park Project to move forward (reference attached Memorandum):
  - Approval of a proposed Text Amendment (January 19, 2016)
  - Decision on the Pearl Park Way Extension Tax Increment Grant (January 25, 2016)
  - Closing of a portion of Greenwood Cliff (January 25, 2016)
- The resolution to close this portion of Greenwood Cliff contains a contingency statement that requires the construction of Pearl Park Way Extension and Berkley Place Extension to be completed within five years of this action.
- The City intends to keep Greenwood Cliff open to the public until the conditions outlined in the contingency statement are met.
- Greenwood Cliff is located in City Council District 1.

**Petitioners**

Midtown Partners II, LLC

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**Agenda #: 2.File #: 15-2019 Type: Public Hearing Item**

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**Right-of-Way to be Abandoned**

Greenwood Cliff is located northwest of Kenilworth Avenue, neighboring the Pearl Street Neighborhood Park.

**Reason**

The closing of a portion of Greenwood Cliff will occur in exchange for the construction of the new Pearl Park Way extension. This first phase of this street connection will occur between Kenilworth Avenue and the remaining portion of Greenwood Cliff. In addition, this street closing will allow a number of abutting properties to be recombined in order to accommodate a new development consisting of mixed housing, office, and commercial uses. The proposed development is consistent with the Midtown-Morehead-Cherry Area Plan.

**Notification**

As part of the City's notification process, and in compliance with North Carolina General Statute 160A-299, the Charlotte Department of Transportation submitted this abandonment petition for review by the public and City Departments.

Adjoining property owner(s)

Mr. Alan Mayfield - Notified/no response

Mr. James Keenan - Has concerns that proposed project design not adversely impact remaining properties.

Mr. David Earnhardt - Notified/no response

Mr. Allen James - Notified/no response

Mr. William Turner - No objections

Mr. Chester Helt - Has concerns, which he and the petitioner are working on to reach a resolution.

D&R Properties of Charlotte, LLC - Notified/no response

Amy ENT, LLC - Notified/ no response

ODOM Family, LLC - Notified/no response

Nameste Properties No. 1, LLC - Notified/no response

Liberty Greenwood Cliff, LLC - Notified/no response

Neighborhood/Business Association(s)

Charlotte Regional Realtor® Association - No objections

Private Utility Companies - No objections

City Departments

Review by City departments identified no apparent reason this closing would:

- Be contrary to the public interest;
- Deprive any individual(s) owning property in the vicinity of reasonable means of ingress and egress to his property as outlined in the statutes; and
- Be contrary to the adopted policy to preserve existing rights-of-way for connectivity.

**Attachment**

Memorandum

Map

Resolution



CHARLOTTE

CITY MANAGER'S OFFICE  
M E M O R A N D U M

December 8, 2015

**TO:** Ron Carlee, City Manager  
**FROM:** Ron Kimble, Deputy City Manager *RK*  
**SUBJECT:** Pearl Park Project

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As requested by City Council, the purpose of this memorandum is to clarify and describe the three primary City Council actions that will be necessary for the Pearl Park Project to move forward. The three primary actions to be considered are as follows:

- 1) Closing of Greenwood Cliff: Pappas Properties has asked the City Council to consider the abandonment of Greenwood Cliff. This would be done in order to accommodate the proposed Pearl Park Project in conjunction with the construction of a new extension of the Pearl Park Way connection to Baxter Street and ultimately McDowell Street alongside a reconfigured Pearl Park. The abandonment resolution for Greenwood Cliff becomes effective only when Pearl Park Way and Berkeley Avenue connections are in place. These connections are called for in the Midtown Morehead Cherry Area Plan. A request was also made by two businesses at the City Council hearing to rename the remaining part of Greenwood Cliff to Harding Place.
- 2) Text Amendment: Pappas Properties has submitted a text amendment that would apply to all 0-1, 0-2, and 0-3 properties in Charlotte when in a pedestrian overlay district. The amendment would clarify and increase the provisions for retail uses, location, design and signage for retail. This proposed project anticipates more square feet of retail than the 54,800 square feet allowed under current rules.
- 3) Tax Increment Grant (TIG): Pappas Properties has asked the City Council to consider (in partnership with Mecklenburg County) a 45%, 10-year tax increment grant conforming to City/County policy guidelines for a development of this type and location. The tax increment grant would reimburse the developer for costs of construction of the new extension of Pearl Park Way to Baxter Street.

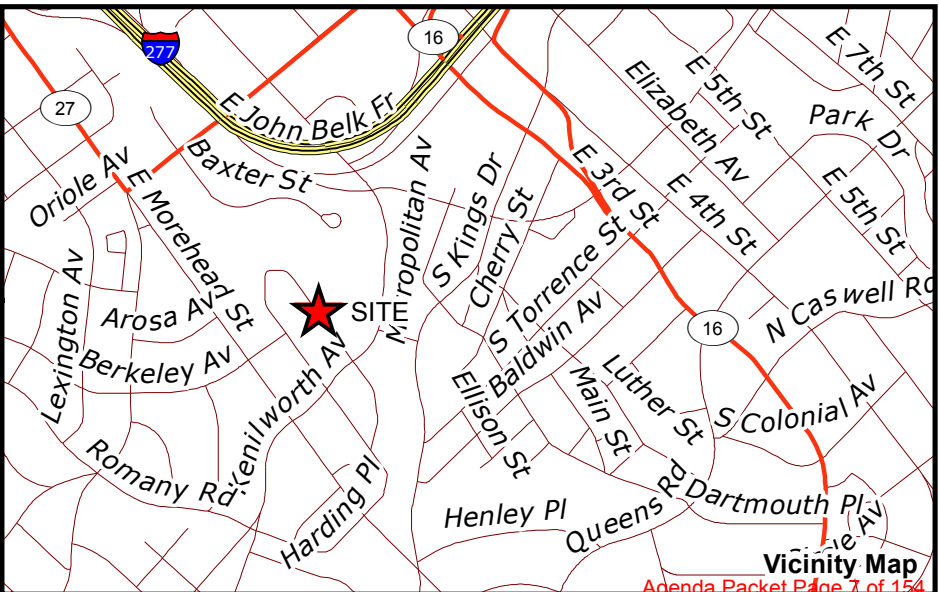
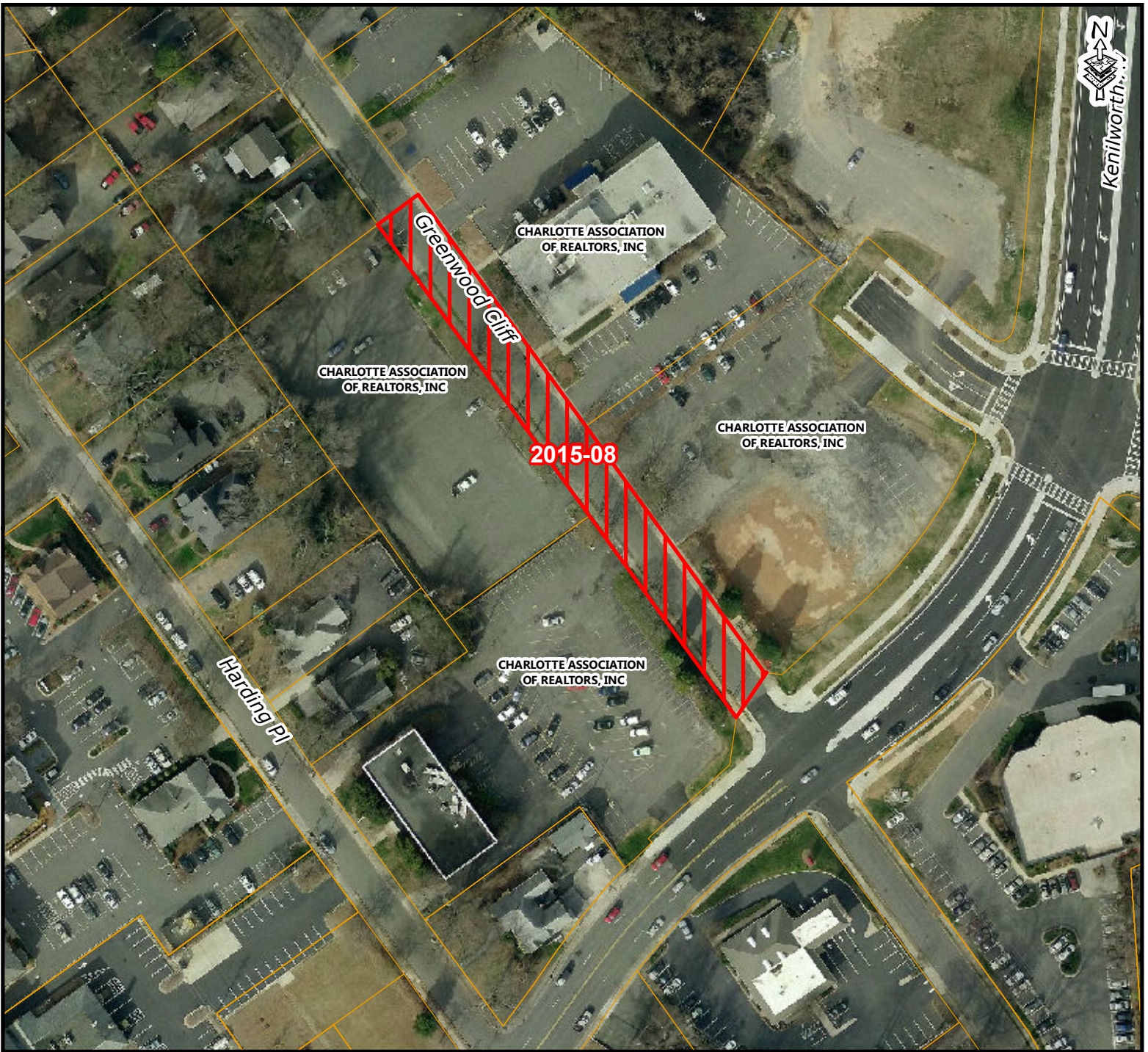


The current timeline for these three actions is as follows (the proposed hearings and actions are scheduled in a manner that appropriately sequences Council analysis, review, and consideration):

- December 14<sup>th</sup> City Council Business Meeting
  - Continue Greenwood Cliff Street Closing Hearing to January 25<sup>th</sup> City Council Business Meeting
- December 14<sup>th</sup> Zoning Meeting
  - Text Amendment Hearing on Pappas Petition
- First Economic Development & Global Competitiveness (ED&GC) Committee Meeting in January
  - Pearl Park Tax Increment Grant (TIG) Discussion and Potential Recommendation
- Second ED&GC Committee Meeting in January
  - Pearl Park TIG Recommendation (if not made at first ED&GC Meeting)
- January 19<sup>th</sup> Zoning Meeting
  - Text Amendment Decision on Pappas Petition
- January 25<sup>th</sup> City Council Business Meeting
  - Continuation of Greenwood Cliff Street Closing Hearing
  - Decision on Greenwood Cliff Street Closing
  - Decision on Pearl Park TIG Recommendation

City and County staffs are working jointly and closely with Pappas Properties, and we believe this schedule will allow proper vetting of all issues related to this project. Individual meetings with the Mayor and Council members can also be scheduled to provide additional briefings. Thank you in advance for the patience and due diligence required for a project of this complexity.





**CITY OF CHARLOTTE  
DEPARTMENT OF TRANSPORTATION**

Development Services Division

Right-of-Way Abandonment Petition 2015-08

Right-of-Way Abandonment Area

A portion of Greenwood Cliff



RESOLUTION CLOSING A PORTION OF GREENWOOD CLIFF IN THE CITY OF CHARLOTTE,  
MECKLENBURG COUNTY, NORTH CAROLINA

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WHEREAS, pursuant to the provisions of Chapter 160A-299 of the General Statutes of North Carolina, the City Council has caused to be published a Resolution of Intent to close a portion of Greenwood Cliff, which calls for a public hearing on the question; and

WHEREAS, the petitioner has caused a copy of the Resolution of Intent to close a portion of Greenwood Cliff to be sent by registered or certified mail to all owners of property adjoining the said street and prominently posted a notice of the closing and public hearing in at least 2 places along said street or alley, all as required by G.S. 160A-299; and

WHEREAS, the city may reserve its right, title, and interest in any utility improvement or easement within a street closed pursuant to G.S. 160A-299; and

Whereas, the city intends to keep Greenwood Cliff open to the public until the conditions outlined hereinafter are met; and

WHEREAS, the public hearing was held on the 25<sup>th</sup> day of January, 2016, and City Council determined that the closing of a portion of Greenwood Cliff is not contrary to the public interest, and that no individual, firm or corporation owning property in the vicinity thereof will be deprived of reasonable means of ingress and egress to his or its property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charlotte, North Carolina at its regularly assembled meeting of January 25 2016, that the Council hereby orders the closing of a portion of Greenwood Cliff in the City of Charlotte Mecklenburg County, North Carolina as shown in the map marked "Exhibit A", and is more particularly described by metes and bounds in the document marked "Exhibit B", all of which are attached hereto and made a part hereof. This action shall be effective on the date that the rights-of-way for the new Pearl Park Way extension and the Berkley Avenue connection between the new Pearl Park Way extension and the remnant of Greenwood Cliff are conveyed, recorded, constructed, and accepted by the City of Charlotte for maintenance. This abandonment approval shall be void if the above conditions are not met within 5-years after January 25, 2016.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be filed in the Office of the Register of Deeds for Mecklenburg County, North Carolina.



**Agenda Date:** 12/14/2015

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**Agenda #:** 3.**File #:** 15-2011 **Type:** Public Hearing Item

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**Public Hearing on a Resolution to Close Two Unopened Alleyways  
between E. 16<sup>th</sup> Street and E. 18<sup>th</sup> Street**

**Action:**

**A. Conduct a public hearing to close two, unopened alleyways between E. 16<sup>th</sup> Street and E. 18<sup>th</sup> Street, and**

**B. Adopt a resolution to close two, unopened alleyways.**

**Staff Resource(s):**

Jeff Boenisch, Transportation

**Explanation**

- North Carolina General Statute 160A-299 outlines the procedures for permanently closing streets and alleys.
- The Charlotte Department of Transportation received a petition to abandon public right-of-way and requests this City Council action in accordance with the statute.
- The action removes land from public right-of-way status and attaches it to the adjacent property.
- The attached resolution refers to exhibits and metes and bounds descriptions that are available in the City Clerk's Office.
- The two unopened alleyways between E. 16<sup>th</sup> Street and E. 18<sup>th</sup> Street are located in City Council District 1.

**Petitioners**

Laurel Street Residential & St Paul Baptist Church, LLC

**Right-of-Way to be abandoned**

Two unopened alleyways between E. 16<sup>th</sup> Street and E. 18<sup>th</sup> Street

**Reason**

To abandon the right-of-way and incorporate it into land owned by St. Paul Baptist Church in order to accommodate a senior and single-family development called Allen Street Development. This development has been funded through a Housing Trust Fund and a tax credit award through NC housing Finance Agency, and is also consistent with a City Council adopted rezoning petition (#2010-009), which was approved on July 19, 2010.

**Notification**

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**Agenda #: 3. File #: 15-2011 Type: Public Hearing Item**

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As part of the City's notification process, and in compliance with North Carolina General Statute 160A-299, the Charlotte Department of Transportation submitted this abandonment petition for review by the public and City Departments.

Adjoining property owner(s)

Mr. Steven Crawford - No objections

Neighborhood/Business Association(s)

Belmont Community Association - Notified/no response

Private Utility Companies - No objections

City Departments

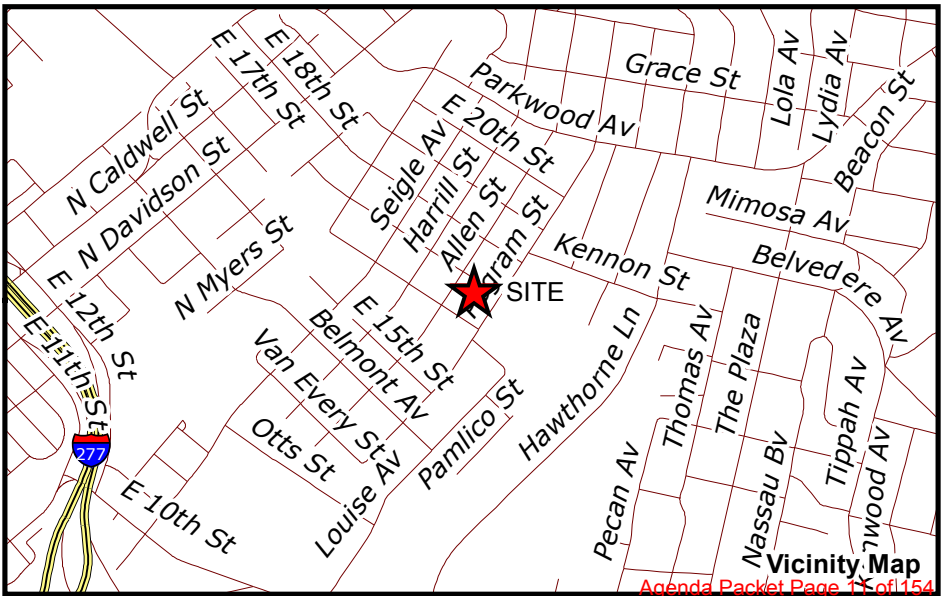
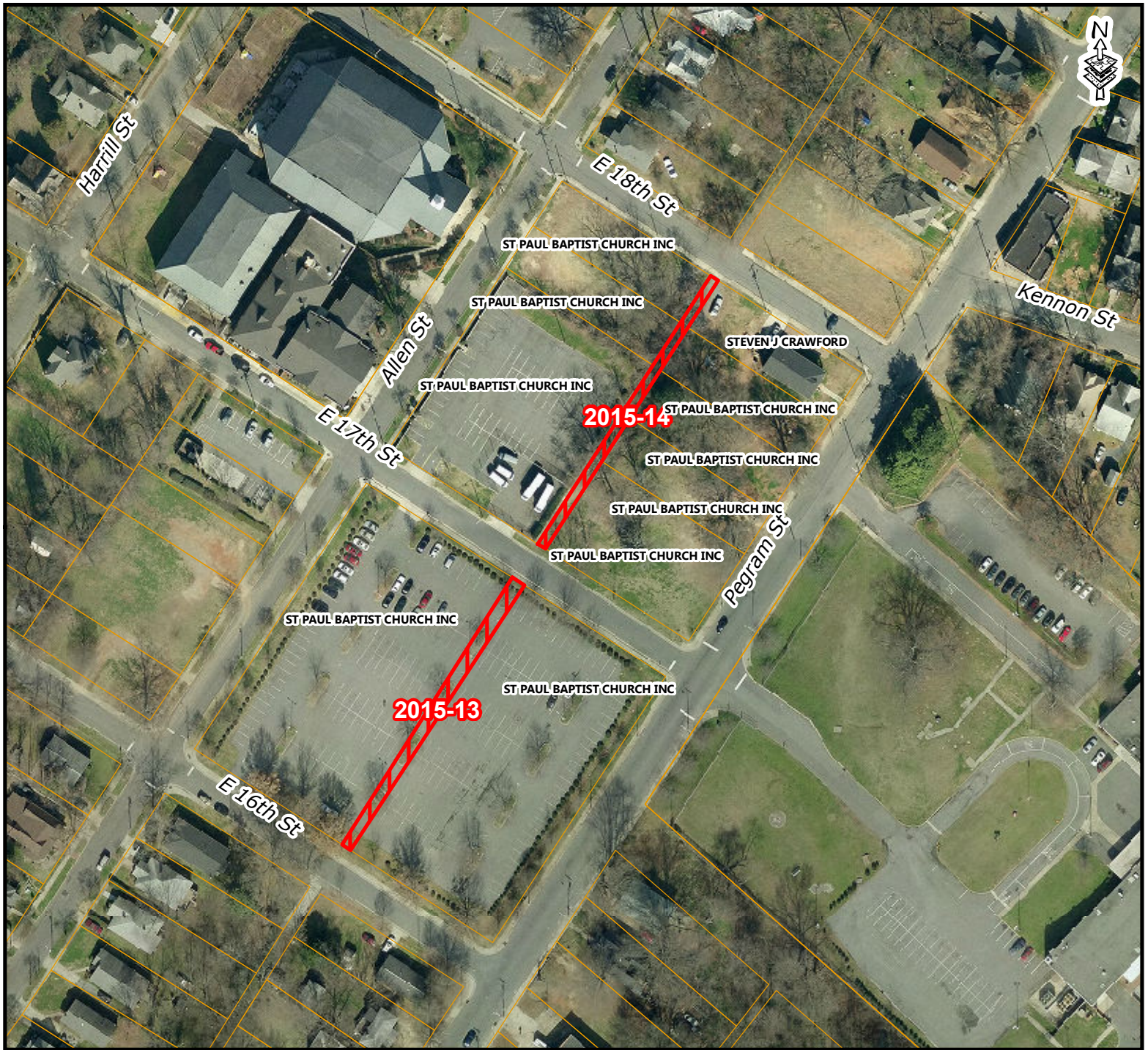
Review by City departments identified no apparent reason this closing would:

- Be contrary to the public interest;
- Deprive any individual(s) owning property in the vicinity of reasonable means of ingress and egress to his property as outlined in the statutes; and
- Be contrary to the adopted policy to preserve existing rights-of-way for connectivity.

**Attachment**

Map  
Resolution





**CITY OF CHARLOTTE  
DEPARTMENT OF TRANSPORTATION**

Development Services Division

Right-of-Way Abandonment  
Petition 2015-13 & 2015-14

Right-of-Way Abandonment Area  
An Alleyway between  
E. 16th and E. 17th Street &  
E. 17th and E. 18th Street





RESOLUTION CLOSING TWO UNOPENED ALLEYWAYS BETWEEN E. 16<sup>TH</sup> STREET & E. 17<sup>TH</sup> STREET,  
AND E. 17<sup>TH</sup> STREET & E. 18<sup>TH</sup> STREET IN THE CITY OF CHARLOTTE, MECKLENBURG COUNTY,  
NORTH CAROLINA

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WHEREAS, pursuant to the provisions of Chapter 160A-299 of the General Statutes of North Carolina, the City Council has caused to be published a Resolution of Intent to close two unopened alleyways between E. 16<sup>th</sup> Street & E. 17<sup>th</sup> Street, and E. 17<sup>th</sup> Street & E. 18<sup>th</sup> Street, which calls for a public hearing on the question; and

WHEREAS, the petitioner has caused a copy of the Resolution of Intent to close two unopened alleyways between E. 16<sup>th</sup> Street & E. 17<sup>th</sup> Street, and E. 17<sup>th</sup> Street & E. 18<sup>th</sup> Street to be sent by registered or certified mail to all owners of property adjoining the said street and prominently posted a notice of the closing and public hearing in at least 2 places along said street or alley, all as required by G.S. 160A-299; and

WHEREAS, the city may reserve its right, title, and interest in any utility improvement or easement within a street closed pursuant to G.S. 160A-299; and

WHEREAS, the public hearing was held on the 14<sup>th</sup> day of December, 2015, and City Council determined that the closing of two unopened alleyways between E. 16<sup>th</sup> Street & E. 17<sup>th</sup> Street, and E. 17<sup>th</sup> Street & E. 18<sup>th</sup> Street is not contrary to the public interest, and that no individual, firm or corporation owning property in the vicinity thereof will be deprived of reasonable means of ingress and egress to his or its property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charlotte, North Carolina at its regularly assembled meeting of December 14, 2015, that the Council hereby orders the closing of two unopened alleyways between E. 16<sup>th</sup> Street & E. 17<sup>th</sup> Street, and E. 17<sup>th</sup> Street & E. 18<sup>th</sup> Street in the City of Charlotte Mecklenburg County, North Carolina as shown in the maps marked "Exhibit A-1 and A-2", and is more particularly described by metes and bounds in the documents marked "Exhibit B-1 and B-2", all of which are attached hereto and made a part hereof.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be filed in the Office of the Register of Deeds for Mecklenburg County, North Carolina.



# City of Charlotte

Charlotte-Mecklenburg  
Government Center  
600 East 4th Street  
Charlotte, NC 28202

**Agenda Date:** 12/14/2015

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**Agenda #:** 4. **File #:** 15-2055 **Type:** Policy Item

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## **City Manager's Report**





**Agenda Date:** 12/14/2015

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**Agenda #:** 5. **File #:** 15-2004 **Type:** Nomination

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## **Nominations to the Charlotte International Cabinet**

**Action:**

**Nominate citizens to serve as specified.**

**Staff Resource(s):**

Stephanie Kelly, City Clerk's Office

**Explanation**

- One appointment for a staff member from the Airport for a three-year term beginning immediately and ending June 30, 2018.
  - Vacancy is due to Cabinet restructuring.
- One appointment for an At-Large representative for a three-year term ending June 30, 2018.
  - Vacancy is due to Cabinet restructuring.

**Attachment**

Charlotte International Cabinet Applicants



# CHARLOTTE INTERNATIONAL CABINET

## BOARD DETAILS

**OVERVIEW**

- SIZE** 21 Seats
- TERM LENGTH** 3 Year
- TERM LIMIT** 2 Terms

Membership - Appointed for three year terms in five membership categories: education, non-profit, cultural/ethnic, business and open. Mayor appoints two members in each category, while the City Council appoints four members in each. Mayor selects the Chair and Vice-Chair; Chair selects the remaining five members of the executive committee. City Manager's office staff member remains ex-officio.

**CONTACT**

- Alexis Gordon**
- (704) 336-2174
- agordon@ci.charlotte.nc.us

Cabinet was created by City Council action on October 27, 2008, effective July 1, 2009, merging Mayor's International Cabinet and Sister Cities.

Cabinet originally had 30 members and was downsized in 2013 to 21 members.

Responsibilities - Create awareness of Charlotte as a international city by promoting exchange between Charlotte and its Sister Cities, welcoming all citizens and visitors, regardless of ethnicity or language skills, supporting global education programs, encouraging further growth of the international business sector and enhancing Charlotte's non-profit international sector.

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**MEMBERSHIP BREAKDOWN** 7 by Mayor; 14 by City Council

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**DETAILS**

**MEETING INFORMATION**

- Meeting Day - 3rd Wednesday monthly
- Meeting Time - 7:30 a.m.
- Meeting Location - Government Center Building/600 East 4th Street
- Time Commitment - 5 to 6 hours per month

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**ENACTING RESOLUTION**

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**ENACTING RESOLUTION WEBSITE**

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**ADDITIONAL INFORMATION**

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City of Charlotte, NC

# CHARLOTTE INTERNATIONAL CABINET

## BOARD ROSTER



**MADELYN "MADDY" BAER**

**1 Term** Jul 01, 2013 - Jun 30, 2016

Email: gardenbaer@hotmail.com

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** At-Large  
**Appointed by** Mayor



**CINDY BARNES**

**2 Term** Jul 01, 2014 - Jun 30, 2017

Email: cindy.barnes@atcmail.com

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** At-Large  
**Appointed by** City Council



**NANCY CARTER**

**1 Term** Jul 01, 2013 - Jun 30, 2016

Email: carter.nancy545@gmail.com

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** At-Large  
**Appointed by** Mayor



**LARKEN M EGGLESTON**

**2 Term** Jul 01, 2015 - Jun 30, 2018

Email: le46069@yahoo.com  
Phone: mobile: (704) 519-7128

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Chairman  
**Category** At-Large  
**Appointed by** City Council



**LOREN FAUCHIER**

**1 Term** Nov 25, 2013 - Jun 30, 2016

Email: loren.fauchier@providenceday.org

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** Education / Non-Profit  
**Appointed by** Mayor



**SEAN GAUTAM**

**1 Term** Jul 01, 2013 - Jun 30, 2016

Email: sean.gautam@intelligrity.com  
Phone: home: (704) 554-7040

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** International Business  
**Appointed by** City Council



**AL KILLEFFER**

**1 Term** Nov 27, 2013 - Jun 30, 2016

Email: killeffer@gmail.com

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** International Business  
**Appointed by** Mayor



**CANDACE MURRAY**

**1 Term** Jul 01, 2013 - Jun 30, 2016

Email: candace.murray@ymcacharlotte.org

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** Education / Non-Profit  
**Appointed by** City Council



**NGONGO E MUSAFIRI**

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member



**1 Term** Oct 26, 2015 - Jun 30, 2018

Email: drngongopierre@gmail.com  
Phone: mobile: (980) 318-6193

**Category** Cultural / Ethnic  
**Appointed by** City Council



**TROY PELSHAK**

**1 Term** Nov 25, 2013 - Jun 30, 2016

Email: tpelshak@amanaservices.com

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Vice Chair  
**Category** Cultural / Ethnic  
**Appointed by** Mayor



**YOLANDA PERRY**

**1 Term** Jul 01, 2013 - Jun 30, 2016

Email: yolanda.perry@manpower.com

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** At-Large  
**Appointed by** City Council



**STEVE H YIM**

**1 Term** Oct 26, 2015 - Jun 30, 2018

Email: steveyim@kw.com  
Phone: mobile: (704) 737-2424

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** International Business  
**Appointed by** City Council



**JIAN ZHANG**

**2 Term** Jul 01, 2015 - Jun 30, 2018

Email: jxzhang@uncc.edu

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** Education / Non-Profit  
**Appointed by** City Council



**XIN ZHANG**

**2 Term** Jul 01, 2015 - Jun 30, 2018

Email: xzhang1035@yahoo.com

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** Cultural / Ethnic  
**Appointed by** City Council



**VACANCY**

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** Mecklenburg County Staff  
**Appointed by** Mayor



**VACANCY**

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** NC Consular Corps  
**Appointed by** Mayor



**VACANCY**

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** At-Large  
**Appointed by** City Council



**VACANCY**

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** Airport Staff Member  
**Appointed by** City Council



**VACANCY**

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** Charlotte Regional Visitor's Authority  
**Appointed by** City Council

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**VACANCY**

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** Charlotte Regional Partnership  
**Appointed by** City Council

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**VACANCY**

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** Charlotte Chamber  
**Appointed by** City Council

As of December 8, 2015, no names have been provided to be considered for the Airport representative position.

### Application Form

#### Profile

**Rob** **Bilbro**  
First Name Middle Initial Last Name

[Redacted]  
Email Address

#### Please provide your mailing address below:

[Redacted] [Redacted]  
Street Address Suite or Apt

**Charlotte** **NC** **28203**  
City State Postal Code

#### Is your mailing address the same as your home address?

[Redacted]

#### If your home address differs from your mailing address, please provide your home address in the field below:

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

**District 3**  
City Council District

**Caucasian/Non-Hispanic**  
Ethnicity

**Democrat**  
Political Party

**Male**  
Gender

**11/15/1961**  
Date of Birth

#### Are you a registered voter of Mecklenburg County?

Yes  No

#### List any boards you are currently serving on:

Corporate Advisory Board - Workforce Unlimited / Arevo

#### List any boards you have served on in the past:

Society Of Human Resource Management - Local Board and President NC Society of Human Resource Management -

#### Which Boards would you like to apply for?

Planning Commission (O)

#### Why are you interested in serving on these boards/ committees?

Charlotte has been my home for 11 years now and I have seen tremendous growth and change during my time here. I am a strong proponent of continued growth but that level of growth requires intensification of community planning and zoning as well as the ability to look at things in different ways. Two years ago I changed professions specifically to stop traveling for work so that I could spend all of my time here in Charlotte and become much more involved in the city and it's future. My new career in Real Estate has allowed me to become immersed in many of the neighborhoods throughout the city and county and it has opened my eyes to the many opportunities that we have to build better communities. I see the areas where growth comes at rates rarely seen in any other cities and at such a pace that, without control, could destroy the character of the areas that caused the growth to begin with. I also see the areas where growth and improvements require a lot more effort but where the opportunity to make a difference is huge. I believe that Charlotte City/County Government can play a pivotal role in ensuring that Charlotte is not just the 2nd fastest growing city in the country but also one that has planned that growth to become one of the most livable and economically advantaged cities and I would like to be a part of and make a difference in that process.

#### Please describe any background or abilities that qualify you to serve on these boards/ committees.

I have been able to learn much from being on many Chamber of Commerce, Association and Corporate Boards and Committees over many years at both local and state levels while living in Charlotte, Greensboro, Winston-Salem and Atlanta. These have included Human Relations, Diversity and Leadership Development programs which have taught me to always try to step back and look at each situation, problem or opportunity from every possible view point and more importantly to listen to and value the view points of people with

views different from my own.

Remax Executive Realty

Current Employer:

2

Years in current position:

Real Estate Broker

Job Title:

**Brief description of duties:**

Residential real estate sales through out Charlotte, Mecklenburg County and parts of Union County.

**Other employment history:**

2013-2104 Advantage Resourcing (Temporary Staffing Ind.) Regional Vice President for Eastern Region  
2009 -2013 Randstad Staffing (Temporary Staffing Ind.) Area VP for North Carolina  
2007-2008 American Staffing Regional Vice President (NC, SC Tenn)  
1994-2007 Personnel Resource Group (Staffing/Consulting) President/ Owner

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

It is conceivable that someone could question my career in real estate while being involved with the Planning Commission. However I work with individual residential buyers and sellers and do not represent large real estate developers. While I don't think that an actual conflict would arise, if it ever did, I would happily recuse myself from any vote or discussion.

College

Education:

If you selected 'Other' for education, please specify below:

**Additional Education History:**

Stuart Brock

Spouse's Name:

Bank of America

Spouse's Employer

Sr. Vice President

Spouse's Job Title

**Recruited by current Committee Member**

How did you find out about the Charlotte Boards and Commissions vacancies?

If you selected 'Other', please explain:

**Board Specific Questions**

**Please select yes where applicable.**

Question applies to Business Advisory Committee.

**Application Form**

**Profile**

Gina M Bonfiglio  
First Name Middle Initial Last Name

[Redacted]  
Email Address

**Please provide your mailing address below:**

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28226  
City State Postal Code

**Is your mailing address the same as your home address?**

[Redacted]

**If your home address differs from your mailing address, please provide your home address in the field below:**

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

District 6  
City Council District

Caucasian/Non-Hispanic  
Ethnicity

Prefer Not to Say  
Political Party

Female  
Gender

05/09/1969  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

NA

**List any boards you have served on in the past:**

NA

**Which Boards would you like to apply for?**

Charlotte International Cabinet

**Why are you interested in serving on these boards/ committees?**

My professional experience is rich with international educational, professional and living experiences. I have grown into a worldly- cultivated professional and wish to share my experiences with a growing city. My passions for international business, travel, language, and culture will partner in my daily cabinet work. The ethnic diversity in which we live and work today, is one to be embraced. I aspire for my work on the International Cabinet to assist in building understanding and tolerance of the increasing cultures populating our city. The understanding of International political economy is also an important basic of business success in the global marketplace.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

The understanding of International political economy is also an important basic of business success in the global marketplace. The ethnic diversity in which we live and work today is one to be embraced. My passions for international business, travel, language, and cultures will partner in my daily work. I aspire for my work on the International Cabinet to assist in building understanding and tolerance of the increasing cultures populating our city.

Parent Volunteer -St. Gabriel  
Catholic School

Current Employer:

3

Years in current position:

Junior Disciples Club, Parent  
Advisor/Student Advocate

Job Title:

**Brief description of duties:**

St. Gabriel Catholic School Parent Volunteer, Junior Disciple Club, facilitated student philanthropic endeavors with local, regional and international charities located in Charlotte: CROP Walk Charlotte, Samaritan's Feet International, Refugee Resettlement Ministry MACS, Ronald McDonald House, Cancer Awareness, St. Gabriel Catholic Church-Christian Mother's Group and Praying Mother's Group.

**Other employment history:**

\*Please refer to the attached resume\* Entrepreneurial Experience - Bonfiglio Builders LLC, Customer Home General Contracting and Land Development Local Experience - LG Construction Inc., Customer Home Builder, Chicago, Illinois Regional Experience - Arthur Anderson LLC, Marketing Manager, Business Consulting, Midwest Region National Experience - Citigroup, Diners Club International, Manager, Establishment Marketing International Experience - Motorola Inc., New Product Coordinator, European Cellular Subscriber Division; Athens (Greece) Metro Civil Works Joint Venture, Procurement Assistant to Director of Civil Works; Best Western International Inc., Frequency Marketing Intern

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**



**Application Form**

**Profile**

Linda N Carr  
First Name Middle Initial Last Name

[Redacted]  
Email Address

**Please provide your mailing address below:**

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28215  
City State Postal Code

**Is your mailing address the same as your home address?**

[Redacted]

**If your home address differs from your mailing address, please provide your home address in the field below:**

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

District 5  
City Council District

African American  
Ethnicity

Other  
Political Party

Female  
Gender

06/03/1968  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

None at this time

**List any boards you have served on in the past:**

N/A

**Which Boards would you like to apply for?**

Charlotte Area Fund Board Of Directors (O), Charlotte Housing Authority (B/O), Charlotte International Cabinet, Community Relations Committee (O), Domestic Violence Advisory Board (O), Planning Commission (O)

**Why are you interested in serving on these boards/ committees?**

I am one that gives back and grew up mentoring those within reach. After relocating from Boston Massachusetts, I fell in love with Charlotte, NC and made it my home. I would like to serve and pour into those what I have learned along the way as well as utilize my skills and resources to assist in the process. I am also a Domestic Violence Advocate, Certified Mediator for the state of North Carolina and on the Women's Advisory Board.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

I grew up a preacher's daughter and was taught to always give back. I am used to dealing with diverse people from all backgrounds and I also Chaired an Outreach Ministry as well as a Women's Ministry. I have always been passionate about people in general especially those underserved, and or s persons that have experienced trauma/domestic violence. I look forward to serving this great City of Charlotte.

Wireless Communications, Inc.  
Current Employer:

10 Years 3 Mo.  
Years in current position:

Credit Analyst  
Job Title:

**Brief description of duties:**

• Corporate Liaison between client and various departments for five companies and 6 branches in order to streamline and eliminate time consuming issues. • Manage a database of 2,500 customers for five companies and 6 retail stores that include; commercial collections of state, local, federal governments, and hospitals, cash application, and credit memos, while controlling bad debt. • Ability to assess historical financial performance, cash flow, industry and competitive analysis and projections. • Oversee the approval, establishment, and entering of accounts for potential clients by verifying bank and trade references, financial statements, including Dun & Bradstreet along with other 3rd party reports and references. • Perform credit risk assessments and approve/authorize the release of credit hold and accounts exceeding credit limits. • Analyze inquiries for project management, engineering, maintenance, and consulting/training invoicing. • Provide extensive knowledge concerning auditing of customers account. • Develop client relations with potential and existing clients to further utilize mediation/conflict resolution skills which will improve the overall client experience.

**Other employment history:**

Vice President • Intricately involved in company's start-up and ensured the efficiency of the day-to-day running of all business operations including: Business development Negotiations Risk Management Team Building Diversity Evaluate Processes Organize and promote Empowered employees Leadership Dev. Time Management • Identify deficiencies and potential opportunities, and develop innovative and cost-effective solutions for enhancing competitiveness. • Establishment and implementation of workflow patterns and operating standards for multiple branches. • Recruitment, training, evaluation, and discipline of support staff consisting of 60. • Participation in strategic budget planning, policy development, and implementation. • Ability to foster a cooperative work environment. • Successfully implemented a structure that taught Managers and Supervisors, how to be more effective leaders, communicate effectively, and how to eliminate waste in the workplace. Pinpoint by hands on approach which increased employee commitment to the organization. • Addressed a complexity of issues requiring immediate attention and resolution. • Led a team of approximately 60 employees within 40 branches in North and South Carolina. • Self directed work teams which enabled the company to increase employee commitment to the ability to attract and retain the best people to the organization and improved quality, productivity and service. • Directed all planning, budget spend 20 percent of their time in ongoing training, forecasting, finance and administration initiatives This requires planning, training, facilitating and team-building skills. • Human capital

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

None

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

None

College

Education:

If you selected 'Other' for education, please specify below.

**Additional Education History:**

N/a

Spouse's Name:

Spouse's Employer

Spouse's Job Title

**Word of Mouth**

How did you find out about the Charlotte Boards and Commissions vacancies?

**Application Form**

**Profile**

Brigitte F Casemyr  
First Name Middle Initial Last Name

[Redacted]  
Email Address

**Please provide your mailing address below:**

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28278  
City State Postal Code

**Is your mailing address the same as your home address?**

[Redacted]

**If your home address differs from your mailing address, please provide your home address in the field below:**

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

City Council District

Caucasian/Non-Hispanic  
Ethnicity

Other  
Political Party

Female  
Gender

Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

None

**List any boards you have served on in the past:**

None. Past member of numerous boards in Westborough, MA, such as the Town advisory Finance Committee, the cable advisory committee ( past president) and the Corridor Nine Chamber of Commerce.

**Which Boards would you like to apply for?**

Charlotte International Cabinet

**Why are you interested in serving on these boards/ committees?**

I am a naturalized American citizen, born in France, raised from my teen years to adulthood in Sweden. I am fluent in English French Swedish and enrolled in a Spanish course. I g e travelled extensively nationally and internationally, I am sensitive to cultural, political and social issues and I know that I would bring direct-relating perspectives and resources to this board.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

See above. In addition, my business career,I and previous engagements while a resident of Massachusetts have given me tools to be effective, innovative and resourceful in advancing the Charlotte international agenda. I signed up for email announcements as soon as I moved to Charlotte and am very keen to be accepted to serve on this board.

WAC Solution Partners  
Current Employer:

14

Years in current position:

Marketing consultant

Job Title:

Brief description of duties:

Plan, execute and evaluate lead generation programs.

Other employment history:

Sr. director of mktg, EnterpriseDB Partner, turfbuilder marketing LLC VP of mktg, mission critical Linux VP of ecommerce First Data

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

Yes  No

If yes, please explain complete disposition:

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?

Yes  No

If yes, please explain conflict:

### Application Form

#### Profile

Randolph B Muhammad  
First Name Middle Initial Last Name

[Redacted]  
Email Address

#### Please provide your mailing address below:

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28213  
City State Postal Code

#### Is your mailing address the same as your home address?

[Redacted]

#### If your home address differs from your mailing address, please provide your home address in the field below:

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

District 4  
City Council District

African American  
Ethnicity

Prefer Not to Say  
Political Party

Male  
Gender

08/05/1953  
Date of Birth

#### Are you a registered voter of Mecklenburg County?

Yes  No

#### List any boards you are currently serving on:

None

#### List any boards you have served on in the past:

None

#### Which Boards would you like to apply for?

Charlotte International Cabinet, Community Relations Committee (O)

#### Why are you interested in serving on these boards/ committees?

My social interests, lived experiences, employment history, and educational background encompass what these committees represent and their inherent intentions.

#### Please describe any background or abilities that qualify you to serve on these boards/ committees.

Currently, I am a part-time instructor with Central Piedmont Community College. My experience is with adults reentering education to complete high school diploma, GED, or entering an occupational skill; all to improve quality of life. I am a former NC state licensed Charlotte-Mecklenburg Schools educator experienced with at-risk students (socio-economic, english second language; 2005 - 2011) and boys mentor and program chair (Best Men, 2007 - 2009). Prior to becoming an educator, I served our country as a career soldier, United States Army, retiring at the highest enlisted rank of Command Sergeant Major. My assignments, both peace and combat, provided me opportunities and insights, domestic and international, with respect to cultural intelligence and an appreciation for diversity. I have the lived experience of poverty, racism, challenged family dynamics that position me as a candidate to be considered for either of the committees I elected to serve on. My education is - MA, International Relations; MA, Public Administration; BS, History. I currently volunteer with Carolinas Medical (University city hospital) on Sundays and will be volunteering with the International House beginning January 2016 supporting their citizenry component for immigrant attendees.

---

Central Piedmont Community  
College

Current Employer:

---

3

Years in current position:

---

Human Resource Development  
instructor/Career Coach

Job Title:

---

**Brief description of duties:**

---

I instruct and facilitate student learning and integration into higher learning processes, advising students in career exploration and planning. I also teach employability skills, computer utility, and facilitate student self-directed job searches.

---

**Other employment history:**

---

Taught for Charlotte-Mecklenburg Schools (2005 - 2011). Selected or elected to highly visible leadership positions in a Title 1 school during six year tenure – Dean of Students, School Leadership Team chair, Faculty Advisor Committee member, “Kids Vote” representative. Also, I was given the opportunity to teach a self-designed course, Adolescence 101, for Charlotte-Mecklenburg schools Parent University (2009 – 2010). United States Army career soldier (1982 - 2004).

---

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

---

**If yes, please explain complete disposition:**

---

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**Application Form**

**Profile**

William L Robinson  
First Name Middle Initial Last Name

[Redacted]  
Email Address

**Please provide your mailing address below:**

[Redacted] [Redacted]  
Street Address Suite or Apt  
Charlotte NC 28209  
City State Postal Code

**Is your mailing address the same as your home address?**

[Redacted]

**If your home address differs from your mailing address, please provide your home address in the field below:**

[Redacted]  
[Redacted] [Redacted]  
Primary Phone Alternate Phone

**Mecklenburg County Towns**

City Council District

**Hispanic**

Ethnicity

**Democrat**

Political Party

**Female**

Gender

**11/08/1958**

Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

Mecklenburg County Parks and Recreation Cultural Arts Council Founder and Past President Puerto Rican Cultural Society of Charlotte Greater Charlotte Area Army Advisory Board United Way Communities Building Advisory Council

**Which Boards would you like to apply for?**

Charlotte International Cabinet

**Why are you interested in serving on these boards/ committees?**

I am interested in providing input and recommendations to Council on topics pertaining to the Latino and other minority communities. •Keeping City Council and City staff abreast of conditions in the Latino/international community that may affect business and government relations.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

I have been an active volunteer in the international community in Charlotte/Mecklenburg since I moved here with my family in 1996. I have a good understanding of multiple cultures and diversity. I am both bi-lingual and bi-cultural. I have served on several boards and have a good understanding of our community. In 2008, I founded the Puerto Rican Cultural Society of Charlotte, a 501c3 charitable organization. I am a graduate of the CMPD & FBI Citizen's Academy and I am currently attending the MCSO Citizen's Academy.

**Hospice & Community Care**

Current Employer:

8 Months

Years in current position:

Human Resources Director

Job Title:

**Brief description of duties:**

As Director of Human Resources, I provide leadership and guidance in developing the company's human capital, ensuring compliance, and fostering the alignment of strategic management and work environment. Areas of responsibility include recruitment & retention, compensation, benefits, training, employee relations, employment law and payroll.

**Other employment history:**

I have over 20 years of employment history in the human resources field. Most recently at the following employers Former employers include ReCommunity, Davidson Media Group, Renaissance Suites Hotel, Ross Dress for Less, HMS Host and Gannett/USA Today.

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**



**Application Form**

**Profile**

Kimberly Sanders  
First Name Middle Initial Last Name

[Redacted]  
Email Address

**Please provide your mailing address below:**

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28211  
City State Postal Code

**Is your mailing address the same as your home address?**

[Redacted]

**If your home address differs from your mailing address, please provide your home address in the field below:**

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

District 6  
City Council District

Caucasian/Non-Hispanic  
Ethnicity

Democrat  
Political Party

Female  
Gender

01/25/1982  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

\_\_\_\_\_

**Which Boards would you like to apply for?**

Charlotte International Cabinet, Tree Advisory Commission, Zoning Board Of Adjustment (B/O)

**Why are you interested in serving on these boards/ committees?**

I am interested in serving in the International Cabinet and on the Tree Advisory Council as much of my studies have revolved around international issues and environmental issues, both as an undergrad and in law school. I have studied abroad three times, and studied International Law at Cambridge University. I am very interested in international affairs, exchange programs, Sister City programs, and travel in general. This year I traveled to Thailand, and am planning a trip to Sweden in 2016. I am interested in serving on the Zoning Board because this is an area that is often overlooked until something comes along that enrages people and makes the news. Currently, the issue of rezoning the block of businesses in Southend that include Common Market and the location of Food Truck Friday, to allow for a tall commercial building, is a very big issue in the Dilworth and Southend communities. Zoning boards need people who understand not only the law, but the voice of the locals affected. Most of all, I am interested in serving my fellow residents through our local government.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

\_\_\_\_\_

---

DiscoverReady

Current Employer:

6

Years in current position:

Contract Attorney

Job Title:

**Brief description of duties:**

---

Reviewing documents, such as contracts and emails, to determine potential liability in mass litigation lawsuits.

**Other employment history:**

---

I am currently completing a Master of Public Administration at UNC-Chapel Hill, through their online program. As part of UNC's degree requirements, I am currently interning with Sustain Charlotte, a local nonprofit organization focused on environmental sustainability. I also

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

---

Yes  No

**If yes, please explain complete disposition:**

---

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

**Application Form**

**Profile**

**Brian** **G** **Withrow**  
First Name Middle Initial Last Name

[Redacted]  
Email Address

**Please provide your mailing address below:**

[Redacted] [Redacted]  
Street Address Suite or Apt

**Charlotte** **NE** **28205**  
City State Postal Code

**Is your mailing address the same as your home address?**

[Redacted]

**If your home address differs from your mailing address, please provide your home address in the field below:**

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

**District 1**  
City Council District

**African American**  
Ethnicity

**Prefer Not to Say**  
Political Party

**Male**  
Gender

**12/14/1982**  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

N/A

**List any boards you have served on in the past:**

N/A

**Which Boards would you like to apply for?**

Charlotte International Cabinet, Keep Charlotte Beautiful

**Why are you interested in serving on these boards/ committees?**

I would like to serve on both boards because of the passion for inclusion and diversity within the Charlotte community and the purpose of presenting the city in the best way. These boards will allow suggestions to be made that will shape the future of Charlotte's through agriculture and cultural demographics.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

Throughout my life I have participated in international events and organizations that have allowed me to travel the world domestically and internationally. These experiences have given me perspectives on the World that are used in my every understanding of society being able to learn new languages such as French, Spanish, and Japanese and use these languages to navigate social difficulties. I also am an alumni of the NC Cooperative Extension where I have studied, learned, and applied agricultural concepts to improve a particular location. Through working with various farms, herb societies, and landscapers I've learned how to be sustainable and how it affects everyday life.

The Home Depot

Current Employer:

3

Years in current position:

Merchandiser

Job Title:

**Brief description of duties:**

• Supervised and delegated tasks to 5-12 associates each day improving efficiency by 50%. • Reduced costs by saving \$75,000 by increasing productivity among 5-12 associates. • Created and developed strategies to maximize sales revenue, and eliminate inaccuracies during inventory.

**Other employment history:**

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**



**Agenda Date:** 12/14/2015

---

**Agenda #:** 6.**File #:** 15-2005 **Type:** Nomination

---

## **Nomination to the Civil Service Board**

**Action:**

**Nominate citizens to serve as specified.**

**Staff Resource(s):**

Stephanie Kelly, City Clerk's Office

**Explanation**

- One appointment for an unexpired term beginning immediately and ending May 14, 2018.
  - Norman Garnes has resigned.

**Attachment**


Civil Service Board Applicants





City of Charlotte, NC


# CIVIL SERVICE BOARD (B/O)

## BOARD DETAILS

 **OVERVIEW**

 **SIZE** 9 Seats

 **TERM LENGTH** 3 Year

 **TERM LIMIT** 2 Terms




**Membership** - Appointments are for three-year terms and appointees must be electors of Mecklenburg County. Per Council's policy, effective February 10, 1997, a background check will be conducted on all nominees to this committee. On July 18, 2006, following a request from City Council, the City Charter was amended by Senate Bill 1841, General Assembly Session 2005. The amendment deleted the alternate number designation while preserving a quorum as three members.

On May 21, 2015, the General Assembly Session 2015 ratified Session Law 2015-33 House Bill 143 to increase the number of members from 7 to 9 (3 by the Mayor and 6 by the City Council) and that 5 members constitute a quorum.

**Responsibilities** - Principal functions are to establish requirements for applicants for positions in the Police and Fire Departments; to give competitive examinations to such applicants, subject to reasonable limitations as to physical qualifications and moral character to maintain a register of applicants passing such examinations, to hold hearings of an employee against whom charges have been brought by the Police or Fire Chief, and to pass on all promotions and demotions within the departments.



**CONTACT**

 Stephanie Kelly  
 (704) 336-2248  
 [sckelly@ci.charlotte.nc.us](mailto:sckelly@ci.charlotte.nc.us)



**DETAILS**

**MEMBERSHIP BREAKDOWN** 3 by Mayor; 6 by City Council

**MEETING INFORMATION**

Meeting Day - 1st Tuesday monthly  
 Meeting Time - 4:00 p.m.  
 Meeting Location - Government Center Building  
 Time Commitment - 1 hour monthly; 2 to 5 hearings per year which can last from 1 to 3 days

**ENACTING RESOLUTION**

**ENACTING RESOLUTION WEBSITE**

**ADDITIONAL INFORMATION**



City of Charlotte, NC

## CIVIL SERVICE BOARD (B/O)



**1 Term** Sep 28, 2015 - May 15, 2018

Email: dlsconsultingedu@outlook.com

Category None  
Appointed by City Council

### BOARD ROSTER



#### CLEMENT L ABERNETHY III

**1 Term** May 16, 2014 - May 15, 2017

Email: cleeberneathy3rd@gmail.com  
Phone: home: 704-364-9373

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** Mayor



#### KAREN BURKE

**1 Term** May 16, 2013 - May 15, 2016

Email: kmburke1@yahoo.com  
Phone: 510-816-0941

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Vice Chair  
**Category** None  
**Appointed by** City Council



#### LISA CRAWFORD

**2 Term** May 16, 2015 - May 15, 2018

Email: lisa@thedreamagency.com  
Phone: 704-400-6243

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** Mayor



#### GERMAN DE CASTRO

**2 Term** May 16, 2013 - May 15, 2016

Phone: 704-905-7257

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** Mayor



#### NORMAN GARNES

**2 Term** May 16, 2015 - May 15, 2018

Email: sgarnes47@yahoo.com  
Phone: mobile: 704-236-0526

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council

Resigned effective December 1, 2015



#### ASHLEY HEWITT

**2 Term** May 16, 2015 - May 15, 2018

Email: thewit2@carolina.rr.com  
Phone: mobile: 704-651-1489

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council



#### BRENDA C JOHNSON

**1 Term** Sep 28, 2015 - May 15, 2018

Email: beelady@carolina.rr.com

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council



#### JASON A MCGRATH

**2 Term** May 16, 2014 - May 15, 2017

Email: jason@mcgrathspielberger.com  
Phone: 704-254-7180

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Chairman  
**Category** None  
**Appointed by** City Council



#### DEBORAH STEVENSON

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member

### Application Form

#### Profile

Madeline \_\_\_\_\_ DeGrace \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

#### Please provide your mailing address below:

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28269 \_\_\_\_\_  
City State Postal Code

#### Is your mailing address the same as your home address?

\_\_\_\_\_

#### If your home address differs from your mailing address, please provide your home address in the field below:

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 4 \_\_\_\_\_  
City Council District

Caucasian/Non-Hispanic \_\_\_\_\_  
Ethnicity

Democrat \_\_\_\_\_  
Political Party

Female \_\_\_\_\_  
Gender

03/25/1995 \_\_\_\_\_  
Date of Birth

#### Are you a registered voter?

Yes  No

#### List any boards you are currently serving on:

\_\_\_\_\_

#### List any boards you have served on in the past:

\_\_\_\_\_

#### Which Boards would you like to apply for?

Civil Service Board (B/O), Community Relations Committee (O), Tree Advisory Commission

#### Why are you interested in serving on these boards/ committees?

I have lived in Charlotte since I was 2 years old. I consider this my only home and because of this I care deeply about the upkeep of the city. I would like a chance to give back to this community that has given me so much, including a wonderful place to grow up.

#### Please describe any background or abilities that qualify you to serve on these boards/ committees.

I am a Junior currently studying Economics and Political Science at UNC Charlotte. I am hoping that my studies thus far have prepared me enough to sit on a board/committee. I also love being outdoors and as such very much care about the conservation of trees in the city.

Advent Lutheran Church \_\_\_\_\_  
Current Employer:



1 year

Years in current position:

Administrative Assistant

Job Title:

**Brief description of duties:**

Daily administrative tasks including scheduling, answering phone calls, and routine paperwork.

**Other employment history:**

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

**Application Form**

**Profile**

Douglas K Gentile  
First Name Middle Initial Last Name

[Redacted]  
Email Address

**Please provide your mailing address below:**

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28277  
City State Postal Code

**Is your mailing address the same as your home address?**

[Redacted]

**If your home address differs from your mailing address, please provide your home address in the field below:**

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

District 7  
City Council District

Caucasian/Non-Hispanic  
Ethnicity

Democrat  
Political Party

Male  
Gender

12/16/1949  
Date of Birth

**Are you a registered voter?**

Yes  No

**List any boards you are currently serving on:**

None

**List any boards you have served on in the past:**

I was the Chairman of the Brockton Retirement Board, Brockton, MA. That Board administered the Retirement System for all the City of Brockton employees. That included simple retirements based on years of service to complex disabilities requiring drawn out hearings

**Which Boards would you like to apply for?**

Charlotte Housing Authority (B/O), Civil Service Board (B/O)

**Why are you interested in serving on these boards/ committees?**

I previously worked at the Authority as the Director of Administration and spent 20 years in the Public Housing Authority. I believe my experience would be an asset to the Authority. Having spent many years a Public Employee I believe that the activities and responsibilities of the Civil Commission would interest me.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

Former Director of Finance, Brockton Housing, Former Director of Administration Charlotte Housing Authority. Practicing CPA in Charlotte. I believe my experience with the Brockton Retirement Board would lend itself well to the Civil Service commission

Self Employed CPA, Douglas Kent  
Gentile, CPA  
Current Employer:

20

Years in current position:

Owner

Job Title:

**Brief description of duties:**

Management of Practice

**Other employment history:**

Teacher, Brockton Public Schools, Director of Finance, Brockton Housing Authority, Director of Administration, Charlotte Housing Authority

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

### Application Form

#### Profile

Constance Green- Johnson  
First Name Middle Initial Last Name

[Redacted]  
Email Address

#### Please provide your mailing address below:

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28270  
City State Postal Code

#### Is your mailing address the same as your home address?

[Redacted]

#### If your home address differs from your mailing address, please provide your home address in the field below:

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

District 7  
City Council District

African American  
Ethnicity

Democrat  
Political Party

Female  
Gender

[Redacted]  
Date of Birth

#### Are you a registered voter?

Yes  No

#### List any boards you are currently serving on:

[Redacted]

#### List any boards you have served on in the past:

[Redacted]

#### Which Boards would you like to apply for?

Civil Service Board (B/O)

#### Why are you interested in serving on these boards/ committees?

I worked & retired from Civil Service via the Federal Govt. This board make decisions that effect people' lives. The work place is a place that we need policies in place to help make employees more productive and valued.

#### Please describe any background or abilities that qualify you to serve on these boards/ committees.

1. Team player 2. Leadership experience 3. Motivator 4. Computer experience 5. Advanced degreed 6. People person 7.Great Fund Raiser 8. View the glass as always half full 9.Person of reason

Retired  
Current Employer:

31 years

Years in current position:

Nuclear Medicine Administrator and  
Clinical Instructor

Job Title:

**Brief description of duties:**

Managed a budget of about million half dollars, staff of 10 at the most and minimum of 6. Help set-up the classes and taught the clinical aspect of Nuclear Medicine.

**Other employment history:**

1. Managed a Health Unit for the Correctional Facility after retirement( about 2 years). 2. Community Specialist for the American Cancer Society(after the above for 4 and half years). 3. Own my Consultant Business since 2005 until present( CGJ Consultant, LLC).

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

### Application Form

#### Profile

Harvey \_\_\_\_\_ Katowitz \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

Please provide your mailing address below:

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28270 \_\_\_\_\_  
City State Postal Code

Is your mailing address the same as your home address?

\_\_\_\_\_

If your home address differs from your mailing address, please provide your home address in the field below:

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 7 \_\_\_\_\_  
City Council District

Caucasian/Non-Hispanic \_\_\_\_\_  
Ethnicity

Independent \_\_\_\_\_  
Political Party

Male \_\_\_\_\_  
Gender

12/08/1947 \_\_\_\_\_  
Date of Birth

Are you a registered voter?

Yes  No

List any boards you are currently serving on:

Civilian Review Board

List any boards you have served on in the past:

Charlotte Parole Accountability Committee

Which Boards would you like to apply for?

Civil Service Board (B/O)

Why are you interested in serving on these boards/ committees?

I have been a civil service employee/volunteer for over 43 years. I know the importance of being actively involved in my community and the City of Charlotte and have done so since shortly after moving to Charlotte in 1995. I find volunteer work extremely rewarding and self satisfying and believe I have the skills and mind set to be an effective member of the Civil service Board.

Please describe any background or abilities that qualify you to serve on these boards/ committees.

Having served as a supervisor in the ranks of Sergeant, Lieutenant and Captain in the NYC Police Department for over half of my 27 year career I know the importance of holding civil service employees to a high standard and the need to be fair and impartial in matters of civil service employee promotions, demotions, suspensions and terminations.

Retired \_\_\_\_\_  
Current Employer:

---

Years in current position:

---

Job Title:

**Brief description of duties:**

---

**Other employment history:**

---

NYC Police Department See resume for other history

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

---

Yes  No

**If yes, please explain complete disposition:**

---

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

---

Yes  No

**If yes, please explain conflict:**

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**Application Form**

**Profile**

Bev \_\_\_\_\_ B \_\_\_\_\_ Merritt \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

**Please provide your mailing address below:**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28270 \_\_\_\_\_  
City State Postal Code

**Is your mailing address the same as your home address?**

\_\_\_\_\_

**If your home address differs from your mailing address, please provide your home address in the field below:**

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 6 \_\_\_\_\_  
City Council District

Caucasian/Non-Hispanic \_\_\_\_\_  
Ethnicity

Independent \_\_\_\_\_  
Political Party

Female \_\_\_\_\_  
Gender

05/14/1950 \_\_\_\_\_  
Date of Birth

**Are you a registered voter?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

\_\_\_\_\_

**Which Boards would you like to apply for?**

Civil Service Board (B/O)

**Why are you interested in serving on these boards/ committees?**

I have recently retired and have the time to serve on this committee. I have worked for the government for 40 years and would like to continue serving the citizens of this community.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

Having served as City Council's Boards/Commissions Clerk, I understand the process and the integrity the Civil Service Board requires. While working in the DA's Office, I learned the process of the legal systems. I truly enjoy working with and serving the citizens of our community.

Retired from City + State \_\_\_\_\_  
Current Employer:

**Total of 40 Years**

Years in current position:

Job Title:

**Brief description of duties:**

See resume

**Other employment history:**

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

**Profile**

Lee \_\_\_\_\_ Ratliff \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

**Please provide your mailing address below:**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28203 \_\_\_\_\_  
City State Postal Code

**Is your mailing address the same as your home address?**

\_\_\_\_\_

**If your home address differs from your mailing address, please provide your home address in the field below:**

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 3 \_\_\_\_\_  
City Council District

African American \_\_\_\_\_  
Ethnicity

Prefer Not to Say \_\_\_\_\_  
Political Party

Male \_\_\_\_\_  
Gender

12/16/1969 \_\_\_\_\_  
Date of Birth

**Are you a registered voter?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

\_\_\_\_\_

**Which Boards would you like to apply for?**

Civil Service Board (B/O)

**Why are you interested in serving on these boards/ committees?**

Utilizing my training and experience to assist in this area

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

23 years of Law Enforcement experience BS degree in Criminal Justice

Professional Police Services Inc \_\_\_\_\_  
Current Employer:

16

Years in current position:

President CEO

Job Title:

**Brief description of duties:**

Oversee Company Daily Operations

**Other employment history:**

Charlotte-Mecklenburg Police Department US Army 82nd Airborne Division (Gulf War Veteran)

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

Wife is a police sergeant with CMPD currently serving in the schools system supervisor over school resource officers.

### Application Form

#### Profile

James \_\_\_\_\_ Rorie \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

Please provide your mailing address below:

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28277 \_\_\_\_\_  
City State Postal Code

Is your mailing address the same as your home address?

\_\_\_\_\_

If your home address differs from your mailing address, please provide your home address in the field below:

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 7 \_\_\_\_\_  
City Council District

Caucasian/Non-Hispanic \_\_\_\_\_  
Ethnicity

Republican \_\_\_\_\_  
Political Party

Male \_\_\_\_\_  
Gender

07/31/1931 \_\_\_\_\_  
Date of Birth

Are you a registered voter?

Yes  No

List any boards you are currently serving on:

\_\_\_\_\_

List any boards you have served on in the past:

\_\_\_\_\_

Which Boards would you like to apply for?

Civil Service Board (B/O)

Why are you interested in serving on these boards/ committees?

I feel at this time of my life I would like to serve my community and my city. I am interested in the governing bodies and those who are employed.

Please describe any background or abilities that qualify you to serve on these boards/ committees.

I successfully ran a contracting business for many years. I employed many subcontractors and worked with many custom building clients. I know that is necessary to consider carefully the views of all concerned and make a prudent decision.

Retired \_\_\_\_\_  
Current Employer:

---

Years in current position:

---

Job Title:

**Brief description of duties:**

---

**Other employment history:**

---

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

---

Yes  No

**If yes, please explain complete disposition:**

---

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

---

Yes  No

**If yes, please explain conflict:**

---



**Agenda Date:** 12/14/2015

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**Agenda #:** 7. **File #:** 15-2006 **Type:** Nomination

---

## **Nomination to Keep Charlotte Beautiful**

**Action:**

**Nominate citizens to serve as specified.**

**Staff Resource(s):**

Stephanie Kelly, City Clerk's Office

**Explanation**

- One appointment for an unexpired term beginning immediately and ending June 30, 2018.
  - Sara Zdeb has resigned.

**Attachment**

Keep Charlotte Beautiful Applicants








City of Charlotte, NC


# KEEP CHARLOTTE BEAUTIFUL

## BOARD DETAILS

 **OVERVIEW**


 **SIZE** 20 Seats


 **TERM LENGTH** 3 Year


 **TERM LIMIT** 2 Terms


Membership - Appointments are for three-year terms and appointees may reside anywhere in Mecklenburg County. No member may serve more than two consecutive full terms.

Responsibilities - Coordinate and participate in neighborhood community improvement projects, Adopt-A-City Street, neighborhood recognition, the Great American Cleanup, and litter prevention programs. Promote partnership between citizens, businesses, and government to ensure a clean and healthy environment. Includes hands-on project work, primarily in the Spring and Fall.

 **CONTACT**

 Denise Coleman

 (704) 353-1235

 dcolmena@ci.charlotte.nc.us

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### MEMBERSHIP BREAKDOWN

7 by Mayor; 13 by City Council



### DETAILS

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### MEETING INFORMATION

Meeting Day - 1st Tuesday monthly  
Meeting Time - 11:30 a.m.  
Meeting Location - Old City Hall  
Time Commitment - 4 to 5 hours per month

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### ENACTING RESOLUTION

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### ENACTING RESOLUTION WEBSITE

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### ADDITIONAL INFORMATION

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City of Charlotte, NC

# KEEP CHARLOTTE BEAUTIFUL

## BOARD ROSTER



**RUSSELL ADAMS**  
1 Term Jul 01, 2014 - Jun 30, 2017

Email: russell.scott.adams@gmail.com  
Phone: 615-613-1952

Office Old City Hall  
Position Board Member  
Category None  
Appointed by City Council



**JOSHUA ARNOLD**  
1 Term Jul 01, 2015 - Jun 30, 2018

Email: joshua.arnold1@tw.cable.com  
Phone: mobile: 704-964-9932

Office Old City Hall  
Position Board Member  
Category None  
Appointed by City Council



**ROBERT COMBS**  
1 Term Jul 01, 2014 - Jun 30, 2017

Email: robert.c.combs@gmail.com  
Phone: 919-622-4133

Office Old City Hall  
Position Board Member  
Category None  
Appointed by Mayor



**CAMILLE CUNNINGHAM**  
Partial Term Jul 22, 2013 - Jun 30, 2016

Email: camille.chapman@gmail.com  
Phone: 980-233-1043

Office Old City Hall  
Position Board Member  
Category None  
Appointed by City Council



**RUSSELL FERGUSON**  
1 Term Jul 01, 2013 - Jun 30, 2016

Email: russferguson@gmail.com  
Phone: 919-308-1996

Office Old City Hall  
Position Board Member  
Category None  
Appointed by City Council



**FRANCENE GREENE**  
Partial Term Sep 08, 2014 - Jun 30, 2017

Email: fvgreene@gmail.com  
Phone: 704-953-7781

Office Old City Hall  
Position Board Member  
Category None  
Appointed by City Council



**JAMES A HILDRETH**  
Partial Term Apr 27, 2015 - Jun 30, 2017

Email: james.a.hildreth@gmail.com  
Phone: mobile: 7046902009

Office Old City Hall  
Position Board Member  
Category None  
Appointed by City Council



**TIFFANY HUGHES**  
1 Term Jul 01, 2015 - Jun 30, 2018

Office Old City Hall  
Position Board Member  
Category None  
Appointed by City Council



**KELLEY HYLAND**

Office Old City Hall  
Position Board Member



1 Term Jul 01, 2013 - Jun 30, 2016

Email: hyland\_kelley@gmail.com  
Phone: 980-254-6216

Category None  
Appointed by City Council



**CHARLES JEWETT**  
1 Term Jul 01, 2015 - Jun 30, 2018

Email: melvinjewett@yahoo.com

Office Old City Hall  
Position Board Member  
Category None  
Appointed by Mayor



**JOSHUA MIDDLETON**  
1 Term Jul 01, 2015 - Jun 30, 2018

Email: josh.middleton1@gmail.com  
Phone: 910-603-5070

Office Old City Hall  
Position Board Member  
Category None  
Appointed by City Council



**VINETA PRITCHARD**  
1 Term Jul 01, 2014 - Jun 30, 2017

Email: vpritch@gmail.com

Office Old City Hall  
Position Board Member  
Category None  
Appointed by Mayor



**DEBORAH ROBINSON**  
1 Term Jul 01, 2015 - Jun 30, 2018

Email: drobinson@vmg1.com

Office Old City Hall  
Position Board Member  
Category None  
Appointed by Mayor



**THERESA ROSA-COREY**  
1 Term Mar 13, 2015 - Jun 30, 2018

Office Old City Hall  
Position Board Member  
Category None  
Appointed by Mayor



**AUDREY SINGER**  
1 Term Jul 01, 2015 - Jun 30, 2018

Office Old City Hall  
Position Board Member  
Category None  
Appointed by City Council



**JANIE SUMPTER**  
Partial Term Aug 25, 2015 - Jun 30, 2016

Email: janie.sumpter@email.com

Office Government Center Building, 600 E. 4th Street  
Position Board Member  
Category None  
Appointed by Mayor



**CHRISTINA TIERCE**  
1 Term Jul 01, 2015 - Jun 30, 2018

Email: christina.t.hogan@gmail.com

Position Board Member  
Category None  
Appointed by City Council



**ANN WOOD**  
1 Term Jul 01, 2015 - Jun 30, 2018

Email: adavisw@gmail.com  
Phone: 704-661-7054

Office Old City Hall  
Position Board Member  
Category None  
Appointed by Mayor



**SARAH ZDEB**

1 Term Jul 01, 2015 - Jun 30, 2018

Email: [thezebs@gmail.com](mailto:thezebs@gmail.com)  
Phone: 704-661-2328

Office: Old City Hall  
Position: Board Member  
Category: None  
Appointed by: City Council



**MICHAEL ZYTKOW**

Partial Term Jan 13, 2014 - Jun 30, 2016

Email: [michael\\_zytkow@yahoo.com](mailto:michael_zytkow@yahoo.com)  
Phone: 980-200-5178

Office: Old City Hall  
Position: Board Member  
Category: None  
Appointed by: City Council

**Application Form**

**Profile**

Maritza \_\_\_\_\_ Adonis \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

**Please provide your mailing address below:**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28227 \_\_\_\_\_  
City State Postal Code

**Is your mailing address the same as your home address?**

\_\_\_\_\_

**If your home address differs from your mailing address, please provide your home address in the field below:**

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 6 \_\_\_\_\_  
City Council District

Other \_\_\_\_\_  
Ethnicity

Independent \_\_\_\_\_  
Political Party

Female \_\_\_\_\_  
Gender

09/21/1988 \_\_\_\_\_  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

\_\_\_\_\_

**Which Boards would you like to apply for?**

Community Relations Committee, Keep Charlotte Beautiful

**Why are you interested in serving on these boards/ committees?**

I am interested in serving on these boards/committees for the following reasons: 1) I will be taking Administrative Law for Fall 2014 and would like to receive first-hand knowledge of local government operations; 2) I have newfound passion for the City of Charlotte; and 3) I would potentially love to serve on the Council one day.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

My former experiences serving on national boards, coordinating and implementing statewide initiatives and current enrollment in Administrative law, qualify me to serve on a Charlotte City Council board.

Student at Charlotte School of Law \_\_\_\_\_  
Current Employer:

1

Years in current position:

Rising 2L

Job Title:

**Brief description of duties:**

Partaking in a genuine student-focus and practice-ready legal education that is challenging, exciting and motivating me to serve, lead and love my life simultaneously. Receiving professional training that is enhancing the collaborator, contemplator, innovator, leader and most of all free-thinker that I am and to play a leading role in the application and creation of law.

**Other employment history:**

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

**Application Form**

**Profile**

Sharon \_\_\_\_\_ Geter \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

**Please provide your mailing address below:**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28216 \_\_\_\_\_  
City State Postal Code

**Is your mailing address the same as your home address?**

\_\_\_\_\_

**If your home address differs from your mailing address, please provide your home address in the field below:**

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 2 \_\_\_\_\_  
City Council District

African American \_\_\_\_\_  
Ethnicity

Democrat \_\_\_\_\_  
Political Party

Female \_\_\_\_\_  
Gender

09/01/1960 \_\_\_\_\_  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

\_\_\_\_\_

**Which Boards would you like to apply for?**

Housing Advisory Board of Charlotte-Mecklenburg, Keep Charlotte Beautiful

**Why are you interested in serving on these boards/ committees?**

I would like to be a part of the changes taking place in the community i live in. I know there are good law abiding citizens who want and need the reputation to change for the North side of Charlotte.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

I have the ability to get out and talk to people from all walks of life. I've worked with my church group to walk through disadvantaged neighborhoods and speak/pray with people who live there and may be going through hard times. We did this every other Saturday for a month just to show people someone cares.

Rotech Medical \_\_\_\_\_  
Current Employer:

2

Years in current position:

---

Job Title:

---

**Brief description of duties:**

---

Patient Accounts Rep. Verify insurance for patients accounts, contacting doctors office for medical records, speaking with patients concerning their DME and verifying their personal information on file.

**Other employment history:**

---

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

---

Yes  No

**If yes, please explain complete disposition:**

---

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

---

Yes  No

**If yes, please explain conflict:**

---



**Application Form**

**Profile**

Mitchell \_\_\_\_\_ K \_\_\_\_\_ Hughes \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

**Please provide your mailing address below:**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28208 \_\_\_\_\_  
City State Postal Code

**Is your mailing address the same as your home address?**

\_\_\_\_\_

**If your home address differs from your mailing address, please provide your home address in the field below:**

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 7 \_\_\_\_\_  
City Council District

Caucasian/Non-Hispanic \_\_\_\_\_  
Ethnicity

Democrat \_\_\_\_\_  
Political Party

Male \_\_\_\_\_  
Gender

09/29/1969 \_\_\_\_\_  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

None

**List any boards you have served on in the past:**

YMCA-Columbia, SC

**Which Boards would you like to apply for?**

Keep Charlotte Beautiful, Tree Advisory Commission

**Why are you interested in serving on these boards/ committees?**

I have a passion for nature and caring for the blessing of this beautiful planet we live on and enjoy.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

I have a long history of being involved with nature, landscaping, and caring for trees and the earth.

Unemployed and seeking \_\_\_\_\_  
Current Employer:

N/A

Years in current position:

N/A

Job Title:

**Brief description of duties:**

N/A

**Other employment history:**

Belks of Southpark - -Merchandising/Cashier

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

### Application Form

#### Profile

Orlando Jacobs  
First Name Middle Initial Last Name

[Redacted]  
Email Address

Please provide your mailing address below:

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28215  
City State Postal Code

Is your mailing address the same as your home address?

[Redacted]

If your home address differs from your mailing address, please provide your home address in the field below:

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

District 4  
City Council District

African American  
Ethnicity

Democrat  
Political Party

Male  
Gender

[Redacted]  
Date of Birth

Are you a registered voter of Mecklenburg County?

Yes  No

List any boards you are currently serving on:

[Redacted]

List any boards you have served on in the past:

[Redacted]

Which Boards would you like to apply for?

Civil Service Board, Keep Charlotte Beautiful

Why are you interested in serving on these boards/ committees?

As a community liason , I have been involved with ensuring diversity and transparency remain an effective element towards progress. I believe that it takes a person of great strength and commitment to oversee the progress residents and citizens alike wish to see and as a young individual filled with passion to seek change wish to partake in that growth

Please describe any background or abilities that qualify you to serve on these boards/ committees.

As the president of the Citiside home owners association I have partnered with keep charlotte beautiful in mu community and connected residents with area responsibility. I have motivated individual to be responsible in areas that otherwise became nuisances and enjoy benefiting the welfare of others .

n/a  
Current Employer:

n/a

Years in current position:

n/a

Job Title:

**Brief description of duties:**

---

**Other employment history:**

---

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

---

Yes  No

**If yes, please explain complete disposition:**

---

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

---

Yes  No

**If yes, please explain conflict:**

---

**Application Form**

**Profile**

Martin \_\_\_\_\_ Jospheh \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

**Please provide your mailing address below:**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28216 \_\_\_\_\_  
City State Postal Code

**Is your mailing address the same as your home address?**

\_\_\_\_\_

**If your home address differs from your mailing address, please provide your home address in the field below:**

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 2 \_\_\_\_\_  
City Council District

African American \_\_\_\_\_  
Ethnicity

Independent \_\_\_\_\_  
Political Party

Male \_\_\_\_\_  
Gender

01/28/1975 \_\_\_\_\_  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

\_\_\_\_\_

**Which Boards would you like to apply for?**

Business Advisory Committee, Keep Charlotte Beautiful

**Why are you interested in serving on these boards/ committees?**

Having lived in Charlotte for nearly 16 years and seen this city transform before my eyes, I want to get more involved in the community from a civic viewpoint.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

I've operated my own business for 14 years and have form a number of local relationships with those in the Charlotte-Mecklenburg community. I understand the need for new ideas and to provide leadership to the community from which I make a living.

TechnikOne \_\_\_\_\_  
Current Employer:

14 years

Years in current position:

Partner

Job Title:

**Brief description of duties:**

Digital marketing agency where I oversee business operations and creative execution for all client projects

**Other employment history:**

Capital markets auditor for NationsBank (now Bank of America)

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

**Application Form**

**Profile**

Deborah \_\_\_\_\_ S \_\_\_\_\_ Lee \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

**Please provide your mailing address below:**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28206 \_\_\_\_\_  
City State Postal Code

**Is your mailing address the same as your home address?**

\_\_\_\_\_

**If your home address differs from your mailing address, please provide your home address in the field below:**

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 2 \_\_\_\_\_  
City Council District

American Indian/Alaskan Native Aleutian \_\_\_\_\_  
Ethnicity

Democrat \_\_\_\_\_  
Political Party

Female \_\_\_\_\_  
Gender

05/28/1958 \_\_\_\_\_  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

\_\_\_\_\_

**Which Boards would you like to apply for?**

Community Relations Committee, Keep Charlotte Beautiful

**Why are you interested in serving on these boards/ committees?**

I relocated to Charlotte and was very active in the Richmond Virginia city Politics and was President of a Political organization dealing with Welfare Reform.I would like to be a part of the city in a positive way to better improve situations and have proof to that effect with my volunteerism in Richmond Virginia

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

Served as President to a non-profit organization named March Forth In Richmond Virginia.I volunteer with my church Holy Comforter Episcopal Church with their outreach ministry and I also am on the Urban Ministry volunteer choir.

independent Insurance agent \_\_\_\_\_  
Current Employer:

4 months

Years in current position:

insurance producer

Job Title:

**Brief description of duties:**

sell group insurance to individuals and businesses

**Other employment history:**

former nurse graduated from the Medical College of Virginia 1982-nursing for 30 years

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**





1/2

Years in current position:

Cashier

Job Title:

**Brief description of duties:**

• Provide prompt, accurate and friendly service to customers • Be friendly, courteous and cooperative with other store associates • Engage and interact with customers to create a positive shopping experience • Follow procedures in handling cash, checks, coupons, gift cards, partner cards, food stamps and WIC vouchers • Maximize sales through excellent customer service

**Other employment history:**

Worth Development- Digital Marketing Associate Boy Scouts of America- Camp Counselor

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

**Application Form**

**Profile**

Amanda Mitchell  
First Name Middle Initial Last Name

[Redacted]  
Email Address

**Please provide your mailing address below:**

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28210  
City State Postal Code

**Is your mailing address the same as your home address?**

[Redacted]

**If your home address differs from your mailing address, please provide your home address in the field below:**

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

District 6  
City Council District

Caucasian/Non-Hispanic  
Ethnicity

Independent  
Political Party

Female  
Gender

10/17/1981  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

\_\_\_\_\_

**Which Boards would you like to apply for?**

Keep Charlotte Beautiful

**Why are you interested in serving on these boards/ committees?**

I am new to the Charlotte area. I moved here last May from outside of DC. I am involved in various organizations including Rotary International, and would like to provide a lasting impact on my community.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

I have worked for a nonprofit, and various event planning firms in Charlotte and DC. I am passionate to helping my community.

In transition  
Current Employer:

---

Years in current position:

---

Job Title:

**Brief description of duties:**

---

**Other employment history:**

---

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

---

Yes  No

**If yes, please explain complete disposition:**

---

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

---

Yes  No

**If yes, please explain conflict:**

---

**Application Form**

**Profile**

**Dave** **Pettine**  
First Name Middle Initial Last Name

[Redacted]  
Email Address

**Please provide your mailing address below:**

[Redacted] [Redacted]  
Street Address Suite or Apt

**Charlotte** **NC** **28211**  
City State Postal Code

**Is your mailing address the same as your home address?**

[Redacted]

**If your home address differs from your mailing address, please provide your home address in the field below:**

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

**District 6**  
City Council District

Ethnicity

Political Party

**Male**  
Gender

**01/03/1977**  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

\_\_\_\_\_

**Which Boards would you like to apply for?**

Keep Charlotte Beautiful

**Why are you interested in serving on these boards/ committees?**

As a professional, AICP certified planner, I understand the value in involvement and participation by residents in improving our communities. I feel that I can provide meaningful input that will help continue the board's work in improving our communities through neighborhood awareness, beautification efforts and cleanups, and their overall goal of promoting and facilitating partnerships between citizens, businesses, and government to ensure a clean and healthy environment.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

I have been in the planning profession for over 10 years and feel my background and experience can be a valuable asset to the board's goals. I am very familiar with community participation, facilitating partnerships, grant writing, review and implementation. I have worked at various levels in the planning profession, including as a planning director for almost 5 years. In those roles, I have been able to interact and work with a diverse group of citizens, local leaders, and the business community to foster meaningful relationships that improved the communities I was serving. I'd like to bring that experience to help improve my community, and the communities of Charlotte. Thank you for your consideration.

Planning Communities, LLC

Current Employer:

1

Years in current position:

Senior Program Manager

Job Title:

**Brief description of duties:**

Oversee and work on various planning projects for clients ranging from local jurisdictions in North and South Carolina, NCDOT, NC Division of Parks and Recreation, as well as Federal Highways, the American Public Health Association, and other local and state agencies across the country.

**Other employment history:**

Worked for York County, SC from 2005 to September 2014. Served as Long Range Planner, Zoning Administrator, Asst. Planning Director, and Planning Director in my time there.

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

**Application Form**

**Profile**

Ryon Smalls  
First Name Middle Initial Last Name

[Redacted]  
Email Address

Please provide your mailing address below:

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28202  
City State Postal Code

Is your mailing address the same as your home address?

[Redacted]

If your home address differs from your mailing address, please provide your home address in the field below:

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

District 2  
City Council District

African American  
Ethnicity

Democrat  
Political Party

Male  
Gender

06/25/1989  
Date of Birth

Are you a registered voter of Mecklenburg County?

Yes  No

List any boards you are currently serving on:

List any boards you have served on in the past:

Which Boards would you like to apply for?

Housing Advisory Board of Charlotte-Mecklenburg, Keep Charlotte Beautiful

Why are you interested in serving on these boards/ committees?

I am interested in serving on these boards/ committees as they will allow me to be an assistance to Charlotte's most vulnerable citizens. I believe that my youthful energy, creativity, and ability to analyze situations will be beneficial in serving those that need our help most.

Please describe any background or abilities that qualify you to serve on these boards/ committees.

I have a passion for working with underprivileged citizens and have experience doing so as an intern for the Urban League of the Upstate. My leadership skills of discipline, coordinating, teamwork and public speaking have been well enhanced by my military training. Furthermore, I have demonstrated the ability to spot issues, analyze and apply ideas through legal research in my current studies.

United States Army Reserve -  
National Guard  
Current Employer:

7 months

Years in current position:

Second Lieutenant

Job Title:

**Brief description of duties:**

A manager, supervisor, and leader of 22 soldiers. Managing and delegating tasks that I have developed in order to complete orders that have been assigned to me.

**Other employment history:**

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**



**Application Form**

**Profile**

Amy \_\_\_\_\_ Villegas-McCleave \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

**Please provide your mailing address below:**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28215 \_\_\_\_\_  
City State Postal Code

**Is your mailing address the same as your home address?**

\_\_\_\_\_

**If your home address differs from your mailing address, please provide your home address in the field below:**

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 5 \_\_\_\_\_  
City Council District

Other \_\_\_\_\_  
Ethnicity

Independent \_\_\_\_\_  
Political Party

Female \_\_\_\_\_  
Gender

10/21/1965 \_\_\_\_\_  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

\_\_\_\_\_

**Which Boards would you like to apply for?**

Bechtler Arts Foundation Board, Charlotte Mecklenburg Public Access Corporation, Keep Charlotte Beautiful

**Why are you interested in serving on these boards/ committees?**

I am interested in neighborhoods connected with public communications, arts and beautiful surroundings. It is my philosophy that citizens of Charlotte should have access to the best Charlotte has to offer. This should be done at any socioeconomic level.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

I am a native of the city and have the passion to assist citizens.

Johnson C. Smith University \_\_\_\_\_  
Current Employer:

5

Years in current position:

Communications Coordinator  
(Admissions Office)

Job Title:

**Brief description of duties:**

Coordinate all communications (print & electronic) for potential in-coming students to the university.

**Other employment history:**

Charlotte School of Law - Career Services (part-time); CPCC - Office of EECO - Assistant (part-time);  
Charlotte Meck. School - Myers Park Tutor (part-time)

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

### Application Form

#### Profile

Gregorio \_\_\_\_\_ Welch \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

Please provide your mailing address below:

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28214 \_\_\_\_\_  
City State Postal Code

Is your mailing address the same as your home address?

\_\_\_\_\_

If your home address differs from your mailing address, please provide your home address in the field below:

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 3 \_\_\_\_\_  
City Council District

Hispanic \_\_\_\_\_  
Ethnicity

Democrat \_\_\_\_\_  
Political Party

Male \_\_\_\_\_  
Gender

09/20/1966 \_\_\_\_\_  
Date of Birth

Are you a registered voter of Mecklenburg County?

Yes  No

List any boards you are currently serving on:

\_\_\_\_\_

List any boards you have served on in the past:

\_\_\_\_\_

Which Boards would you like to apply for?

\_\_\_\_\_

Keep Charlotte Beautiful, Public Art Commission

Why are you interested in serving on these boards/ committees?

\_\_\_\_\_

I'm interested in serving on any of the boards I selected because I like to make a difference not only in the lives of people but also where we live. I am passionate about the pride we take in how our everyday environment looks and me being an artist myself is another reason. I also like to be the voice of those who feel they have no voice, I just like to stand up for what's right.

Please describe any background or abilities that qualify you to serve on these boards/ committees.

\_\_\_\_\_

From my above statement I am a professional artist and advocate for the community and human rights. I think the qualities and passion I have for the selected boards will able me to assist on any of the three. My love and drive for making sure people are taking pride in their neighborhoods, appreciation of the arts, and citizens' rights is my driving force.

Mecklenburg County GIS  
Department \_\_\_\_\_  
Current Employer:

15 yrs

Years in current position:

GIS Technician

Job Title:

**Brief description of duties:**

My duties in the GIS department include to ensure addressing throughout Mecklenburg County is current and updated in our system. We also make sure the emergency E911 system is accurate and updated, we handle address assignments street name changes, address verifications.

**Other employment history:**

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

**Application Form**

**Profile**

**Brian** **G** **Withrow**  
First Name Middle Initial Last Name

[Redacted]  
Email Address

**Please provide your mailing address below:**

[Redacted] [Redacted]  
Street Address Suite or Apt

**Charlotte** **NE** **28205**  
City State Postal Code

**Is your mailing address the same as your home address?**

[Redacted]

**If your home address differs from your mailing address, please provide your home address in the field below:**

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

**District 1**  
City Council District

**African American**  
Ethnicity

**Prefer Not to Say**  
Political Party

**Male**  
Gender

**12/14/1982**  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

N/A

**List any boards you have served on in the past:**

N/A

**Which Boards would you like to apply for?**

Charlotte International Cabinet, Keep Charlotte Beautiful

**Why are you interested in serving on these boards/ committees?**

I would like to serve on both boards because of the passion for inclusion and diversity within the Charlotte community and the purpose of presenting the city in the best way. These boards will allow suggestions to be made that will shape the future of Charlotte's through agriculture and cultural demographics.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

Throughout my life I have participated in international events and organizations that have allowed me to travel the world domestically and internationally. These experiences have given me perspectives on the World that are used in my every understanding of society being able to learn new languages such as French, Spanish, and Japanese and use these languages to navigate social difficulties. I also am an alumni of the NC Cooperative Extension where I have studied, learned, and applied agricultural concepts to improve a particular location. Through working with various farms, herb societies, and landscapers I've learned how to be sustainable and how it affects everyday life.

The Home Depot

Current Employer:

3

Years in current position:

Merchandiser

Job Title:

**Brief description of duties:**

• Supervised and delegated tasks to 5-12 associates each day improving efficiency by 50%. • Reduced costs by saving \$75,000 by increasing productivity among 5-12 associates. • Created and developed strategies to maximize sales revenue, and eliminate inaccuracies during inventory.

**Other employment history:**

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**



**Agenda Date:** 12/14/2015

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**Agenda #:** 8.**File #:** 15-2007 **Type:** Nomination

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## **Nominations to the Passenger Vehicle for Hire Board**

**Action:**

**Nominate citizens to serve as specified.**

**Staff Resource(s):**

Stephanie Kelly, City Clerk's Office

**Explanation**

- One appointment for a Category 2 (driver/chauffer) representative for a three-year term ending July 1, 2018.
  - Andrew Thompson has completed two full terms of service; therefore, he is not eligible for reappointment.
- One appointment for a Category 4 (user of passenger vehicles for hire) representative for a three-year term ending July 1, 2018.
  - Carolyn Carr is eligible but not interested in being considered for reappointment.


**Attachment**


Passenger Vehicle for Hire Applicants





# PASSENGER VEHICLE FOR HIRE (B/O)

## BOARD DETAILS

 **OVERVIEW**

 **SIZE** 11 Seats

 **TERM LENGTH** 3 Year

 **TERM LIMIT** 2 Terms

Membership - This committee was approved by City Council on May 8, 2000. Initial terms will be staggered with all future terms being for three years.

The Mayor's appointments shall be as follows: Category #1- one (1) taxicab, limousine or other vehicle for hire company owner; Category #2- one (1) shall be a driver or chauffeur; Category #3- one (1) representative of the Hospitality & Tourism Industry. The Mayor shall designate one of the 11 members as chairman.

The City Council's appointments shall be as follows: Category #1- one (1) taxicab, limousine or other vehicle for hire company owner; Category #2- one (1) is the vehicle owner of a passenger vehicle for hire or limousine; Category #3- one (1) representative of the Hospitality & Tourism Industry; Category #4- one (1) a user of passenger vehicles for hire; Category #5- one (1) person with a disability or a representative from an organization that represents persons with disabilities.

The three (3) members appointed by the City Manager shall be citizens with no financial interest or business affiliation with either the passenger vehicle for hire, limousine or hospitality/tourism industries.




All members are required to live in Mecklenburg County and a local background check will be conducted on all nominations.

Responsibilities - Ensure to preserve the safety, welfare and proper of the visitors, and citizens of Charlotte using passenger vehicles for hire and limousines through the enforcement and regulations of the policies and provisions within the Passenger Vehicle for Hire Ordinance.

the duties include: 1) hearing and ruling on appeals as submitted to the board from company owners, drivers and others as outlined within the ordinance; 2) review, establish, and monitor taxicab rates (through industry information and public hearings); 3) review and monitor the number of company, vehicle, and driver permits to ensure proper servicing of the public by the passenger vehicles for hire industry (results of which would be recommendations to City Council).



**CONTACT**

 Kirk Young  
 (704) 200-3246  
 kyoung1@cmpd.org

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**DETAILS**

**MEMBERSHIP BREAKDOWN** 3 by Mayor; 5 by City Council; 3 by City Manager

**MEETING INFORMATION**  
Meeting Day - 1st Tuesday monthly  
Meeting Time - 1:00 p.m.  
Meeting Location - West Services Center/4150 Wilkinson Blvd  
Time Commitment - 1 to 2 hours per month

**ENACTING RESOLUTION**

**ENACTING RESOLUTION**



**WEBSITE**

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**ADDITIONAL INFORMATION**

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City of Charlotte, NC

## PASSENGER VEHICLE FOR HIRE (B/O)

### BOARD ROSTER



#### CAROLYN CARR

1 Term Jul 02, 2012 - Jul 01, 2015

Email: ccarr@cmpd.org

Office West Services Center, 4150 Wilkinson Boulevard  
Position Board Member  
Category Category 4: User Of Passenger Vehicles For Hire  
Appointed by City Council



#### HELENA CONNORS

Partial Term Feb 19, 2015 - Jul 01, 2018

Office West Services Center, 4150 Wilkinson Boulevard  
Position Board Member  
Category None  
Appointed by City Manager



#### WILLIAM DOBBINS

1 Term Jul 02, 2013 - Jul 01, 2016

Office West Services Center, 4150 Wilkinson Boulevard  
Position Board Member  
Category Category 3: Representative Of The Hospitality And Tourism Industry  
Appointed by Mayor



#### ABDIRAHMAN DUALE

2 Term Jul 02, 2013 - Jul 01, 2016

Office West Services Center, 4150 Wilkinson Boulevard  
Position Board Member  
Category Category 2: Driver Or Chauffeur  
Appointed by Mayor



#### SHEILA T ETHERIDGE

1 Term Feb 19, 2015 - Jul 01, 2018

Email: sheila.etheridge@wishartnorris.com  
Phone: home: 7045423044

Office West Services Center, 4150 Wilkinson Boulevard  
Position Board Member  
Category None  
Appointed by City Manager



#### MARK FRIETCH

Partial Term Feb 19, 2015 - Jul 01, 2018

Email: mark.frietch@icloud.com  
Phone: home: (704) 965-9117

Office West Services Center, 4150 Wilkinson Boulevard  
Position Board Member  
Category None  
Appointed by City Manager



#### DIATRA FULLWOOD

2 Term Jul 02, 2015 - Jul 01, 2018

Email: diatra.fullwood@visitcharlotte.com  
Phone: mobile: 7045072369

Office West Services Center, 4150 Wilkinson Boulevard  
Position Chairman  
Category Category 3: Representative Of The Hospitality And Tourism Industry  
Appointed by City Council



#### MAYUR KHANDELWAL

2 Term Jul 02, 2013 - Jul 01, 2016

Office West Services Center, 4150 Wilkinson Boulevard  
Position Board Member  
Category Category 1: Taxicab, Limousine Or Other Vehicle For Hire Company Owner  
Appointed by Mayor



#### BYRON MUMFORD

1 Term Jul 02, 2015 - Jul 01, 2018

Email: bmurf19568@aol.com  
Phone: home: (704) 900-7197

Office West Services Center, 4150 Wilkinson Boulevard  
Position Board Member  
Category Category 5: Person With A Disability Or Rep From Organization That Reps Persons With Disabilities  
Appointed by City Council



#### ANDREW THOMPSON

2 Term Jul 02, 2012 - Jul 03, 2015

Office West Services Center, 4150 Wilkinson Boulevard  
Position Board Member  
Category Category 2: The Vehicle Owner Of A Passenger Vehicle For Hire Or Limousine  
Appointed by City Council



#### ROBERT E WALKER

2 Term Jul 02, 2015 - Jul 01, 2018

Email: walkerslimo@aol.com  
Phone: home: (704) 504-5586

Office West Services Center, 4150 Wilkinson Boulevard  
Position Board Member  
Category Category 1: Taxicab, Limousine Or Other Vehicle For Hire Company Owner  
Appointed by City Council

City Of Charlotte Boards & Commissions

Submit Date: Jun 24, 2015  
Status: submitted

**Application Form**

**Profile**

John \_\_\_\_\_ Ashby \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

Please provide your mailing address below:

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28278 \_\_\_\_\_  
City State Postal Code

Is your mailing address the same as your home address?

\_\_\_\_\_

If your home address differs from your mailing address, please provide your home address in the field below:

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 3 \_\_\_\_\_  
City Council District

Caucasian/Non-Hispanic \_\_\_\_\_  
Ethnicity

Independent \_\_\_\_\_  
Political Party

Male \_\_\_\_\_  
Gender

05/22/1979 \_\_\_\_\_  
Date of Birth

Are you a registered voter of Mecklenburg County?

Yes  No

List any boards you are currently serving on:

\_\_\_\_\_

List any boards you have served on in the past:

\_\_\_\_\_

Which Boards would you like to apply for?

Citizens' Transit Advisory Group, Passenger Vehicle For Hire (B/O)

Why are you interested in serving on these boards/ committees?

As a long-term citizen of Mecklenburg County, I have a vested interest in issues related to transit and personal transportation. As an experienced technology professional, I believe I can provide insight into the tools being used to develop new markets for passenger transportation. As a former user of CATS/LYNX, I also have valuable input regarding mass transit in the city.

Please describe any background or abilities that qualify you to serve on these boards/ committees.

I am an experienced technical professional, which provides insights into the particulars of the technologies being used to create the new drivers-for-hire market. I also have done software development in the logistics field, which is closely related. As a former rider of CATS/LYNX, I also have input on ways to improve customer service in mass transit.

Bank of America \_\_\_\_\_  
Current Employer:

1

Years in current position:

Application Support Engineer

Job Title:

**Brief description of duties:**

Technical support of a wide array of applications.

**Other employment history:**

Wells Fargo, SSI Schaefer, RedPrairie

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**



**Agenda Date:** 12/14/2015

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**Agenda #:** 9.**File #:** 15-2008 **Type:** Nomination

---

## **Nominations to the Tree Advisory Commission**

**Action:**

**Nominate citizens to serve as specified.**

**Staff Resource(s):**

Stephanie Kelly, City Clerk's Office

**Explanation**

- One appointment for a three-year term beginning immediately and ending December 13, 2018.
  - Ann Macon-Ellis has failed to meet the City Council Attendance policy requirements.
- One appointment for a three-year term beginning December 14, 2015, and ending December 13, 2018.
  - Susan Tompkins has completed two full terms of service; therefore, she is not eligible for reappointment.

**Attachment**


Tree Advisory Commission Applicants






City of Charlotte, NC


# TREE ADVISORY COMMISSION




## BOARD DETAILS

 OVERVIEW

-  **SIZE** 10 Seats
-  **TERM LENGTH** 3 Year
-  **TERM LIMIT** 2 Terms

**Membership** - Appointments are for three years with service limited to two consecutive full terms. A majority of the membership should be residents of the City of Charlotte. Ten members are appointed by elected officials; the remaining two should be representatives of the Engineering & Property Management Department, who serve ex-officio, attending meetings when so requested by the secretary of the Commission.

 CONTACT

-  Timothy Porter
-  (704) 336-5753
-  [tporter@ci.charlotte.nc.us](mailto:tporter@ci.charlotte.nc.us)

**Responsibilities** - Review and make judgement upon variance requests for the Charlotte Tree Ordinance. Promote the preservation and enhancement of Charlotte's urban forest and landscape.

---

**MEMBERSHIP BREAKDOWN** 3 by Mayor; 7 by City Council



DETAILS

**MEETING INFORMATION**

Meeting Day - 3rd Tuesday monthly  
 Meeting Time - 5:00 p.m.  
 Meeting Location - Government Center Building  
 Time Commitment - 3 to 15 hours monthly

**ENACTING RESOLUTION**

**ENACTING RESOLUTION WEBSITE**

**ADDITIONAL INFORMATION**



City of Charlotte, NC

# TREE ADVISORY COMMISSION

## BOARD ROSTER



**JOSHUA ARNOLD**

**1 Term** Dec 14, 2014 - Dec 13, 2017

Email: joshua.arnold1@twcable.com  
Phone: mobile: 704-964-9932

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council



**JAY BANKS**

**1 Term** Oct 28, 2015 - Dec 13, 2016

Email: jbanks@civibanks.com

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** Mayor



**TOM JOHNSON**

**Partial Term** Sep 08, 2014 - Dec 13, 2016

Email: tom.johnson3@duke-energy.com  
Phone: 704-594-0409

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council



**FRANK E LORCH**

**1 Term** Oct 28, 2015 - Dec 13, 2016

Email: franklorch@yahoo.com  
Phone: mobile: (704) 907-0760

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** Mayor



**JANET NELSON**

**2 Term** Dec 14, 2013 - Dec 13, 2016

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** Mayor



**SUSAN TOMPKINS**

**2 Term** Dec 14, 2012 - Dec 13, 2015

Email: susantompkins@carolina.rr.com  
Phone: 704-995-1970

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council



**ALEXANDER VUCHNICH**

**1 Term** Dec 14, 2013 - Dec 13, 2016

Email: alexv@agvcpa.com  
Phone: 919-274-6426

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council



**JEFFREY WELLS**

**1 Term** Dec 14, 2014 - Dec 13, 2017

Email: jm8wells@gmail.com  
Phone: 704-936-9271

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council



**JOE ZUYUS**

**Office** Government Center Building, 600 E. 4Th Street  
**Position** Board Member



**2 Term** Dec 15, 2014 - Dec 13, 2017

Email: joe.zuyus@cscaccounting.com

**Category** None  
**Appointed by** City Council



**VACANCY**

**Position** Board Member  
**Category** None  
**Appointed by** City Council

### Application Form

#### Profile

Patrick A Bradey  
First Name Middle Initial Last Name

[Redacted]  
Email Address

#### Please provide your mailing address below:

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28209  
City State Postal Code

#### Is your mailing address the same as your home address?

[Redacted]

#### If your home address differs from your mailing address, please provide your home address in the field below:

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

District 1  
City Council District

Caucasian/Non-Hispanic  
Ethnicity

Democrat  
Political Party

Male  
Gender

11/23/1998  
Date of Birth

#### Are you a registered voter of Mecklenburg County?

Yes  No

#### List any boards you are currently serving on:

N/A

#### List any boards you have served on in the past:

N/A

#### Which Boards would you like to apply for?

Tree Advisory Commission

#### Why are you interested in serving on these boards/ committees?

I am deeply committed to the environment and its preservation for the future, and recognize the importance of a healthy tree canopy not only for the benefit of the city's biosphere, but for the wider benefits that it provides. Robust and mature trees aids a property's value, and the aesthetic of shaded sidewalks and streets provide a more welcoming environment for business and development. And, if I may let some of my youthfulness slip through here, trees are really cool, and this is a terrific way for me to get involved with something I love in a manner that is both impactful and practical for the community. Additionally, I am very interested in government, even the nuts and bolts functions of it aside from the relative glamor and publicity of politics. This committee gives me early, hands-on experience in a field that I wish to pursue as a career, and I would be advocating for the people of my city just as I would be working for the citizens of the United States as a foreign service officer, which I hope to be one day.

#### Please describe any background or abilities that qualify you to serve on these boards/ committees.

-I am fluent in written and spoken Spanish, making me able to communicate with petitioners whose first language is Spanish, and draft translated publications on behalf of the committee in Spanish for release alongside its English-language counterpart (also served as primary interpreter for a group mission trip to Cuba) -Currently enrolled in IB Geography, a course designed to learn about and understand the dynamic of cities and rural areas, the sustainable growth of urban areas, and the environmental impacts of human activity -Final average of 101% in Civics and Economics -Proven interest in politics and government through interning with the Julie Eiselt for City Council At-Large campaign, serving on Myers Park's Student Government Association and as President of the Myers Park Teen Democrats



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Myers Park High School

Current Employer:

3

Years in current position:

Student (Junior)

Job Title:

**Brief description of duties:**

N/A

**Other employment history:**

N/A

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

I would not be able to serve out the duration of a three-year appointment. As I'm currently a Junior in high school, I would be leaving for college in the summer of 2017. While I could conceivably return once a month for Board meetings, I would no longer be a full-time resident of Charlotte and therefore would have to resign my position as I would no longer be truly in touch with the community in by absence. However, I hope that this does not hinder my application, as I do intend to serve the majority of the term that I would be able to with the utmost energy and commitment.

**High School**

Education:

If you selected 'Other' for education, please specify below:

**Additional Education History:**

I would be happy to provide a current copy of my transcript if that would further complete this application.

N/A

Spouse's Name:

N/A

Spouse's Employer

N/A

Spouse's Job Title

**City of Charlotte Website**

How did you find out about the Charlotte Boards and Commissions vacancies?

If you selected 'Other', please explain:

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**Board Specific Questions**

**Please select yes where applicable.**

Question applies to Business Advisory Committee.

**Application Form**

**Profile**

Chris \_\_\_\_\_ Breedlove \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

**Please provide your mailing address below:**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28205 \_\_\_\_\_  
City State Postal Code

**Is your mailing address the same as your home address?**

\_\_\_\_\_

**If your home address differs from your mailing address, please provide your home address in the field below:**

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 1 \_\_\_\_\_  
City Council District

Caucasian/Non-Hispanic \_\_\_\_\_  
Ethnicity

Republican \_\_\_\_\_  
Political Party

Male \_\_\_\_\_  
Gender

05/02/1992 \_\_\_\_\_  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

None

**List any boards you have served on in the past:**

None

**Which Boards would you like to apply for?**

Tree Advisory Commission

**Why are you interested in serving on these boards/ committees?**

As a native of Charlotte and a recent home buyer I relish the City's wonderful tree canopy and would love to be able to do my part to help preserve it.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

In my work as a planner I have to interpret ordinances every day, and support our boards as they make final decisions, including variances. Additionally, I have some previous experience in landscaping and horticulture, which would help inform my decision making on the commission--including golf course maintenance, nursery/greenhouse work, and a summer internship at the North Carolina Botanical Garden in Chapel Hill.

Town of Mint Hill \_\_\_\_\_  
Current Employer:

8 months

Years in current position:

Town Planner

Job Title:

**Brief description of duties:**

Subdivision and site plan review, final plats, and answering public inquiries. I also serve as the GIS Specialist for the Town as well as the alternate TCC representative to CRTPO.

**Other employment history:**

Geospatial Technician--ESP Associates, Fort Mill office from March 2014 - March 2015

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

**Application Form**

**Profile**

Madeline \_\_\_\_\_ DeGrace \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

**Please provide your mailing address below:**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28269 \_\_\_\_\_  
City State Postal Code

**Is your mailing address the same as your home address?**

\_\_\_\_\_

**If your home address differs from your mailing address, please provide your home address in the field below:**

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 4 \_\_\_\_\_  
City Council District

Caucasian/Non-Hispanic \_\_\_\_\_  
Ethnicity

Democrat \_\_\_\_\_  
Political Party

Female \_\_\_\_\_  
Gender

03/25/1995 \_\_\_\_\_  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

\_\_\_\_\_

**List any boards you have served on in the past:**

\_\_\_\_\_

**Which Boards would you like to apply for?**

Civil Service Board (B/O), Community Relations Committee (O), Tree Advisory Commission

**Why are you interested in serving on these boards/ committees?**

I have lived in Charlotte since I was 2 years old. I consider this my only home and because of this I care deeply about the upkeep of the city. I would like a chance to give back to this community that has given me so much, including a wonderful place to grow up.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

I am a Junior currently studying Economics and Political Science at UNC Charlotte. I am hoping that my studies thus far have prepared me enough to sit on a board/committee. I also love being outdoors and as such very much care about the conservation of trees in the city.

Advent Lutheran Church \_\_\_\_\_  
Current Employer:

1 year

Years in current position:

Administrative Assistant

Job Title:

**Brief description of duties:**

Daily administrative tasks including scheduling, answering phone calls, and routine paperwork.

**Other employment history:**

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

**Application Form**

**Profile**

Mitchell \_\_\_\_\_ K \_\_\_\_\_ Hughes \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

**Please provide your mailing address below:**

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

Charlotte \_\_\_\_\_ NC \_\_\_\_\_ 28208 \_\_\_\_\_  
City State Postal Code

**Is your mailing address the same as your home address?**

\_\_\_\_\_

**If your home address differs from your mailing address, please provide your home address in the field below:**

\_\_\_\_\_

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

District 7 \_\_\_\_\_  
City Council District

Caucasian/Non-Hispanic \_\_\_\_\_  
Ethnicity

Democrat \_\_\_\_\_  
Political Party

Male \_\_\_\_\_  
Gender

09/29/1969 \_\_\_\_\_  
Date of Birth

**Are you a registered voter of Mecklenburg County?**

Yes  No

**List any boards you are currently serving on:**

None

**List any boards you have served on in the past:**

YMCA-Columbia, SC

**Which Boards would you like to apply for?**

Keep Charlotte Beautiful, Tree Advisory Commission

**Why are you interested in serving on these boards/ committees?**

I have a passion for nature and caring for the blessing of this beautiful planet we live on and enjoy.

**Please describe any background or abilities that qualify you to serve on these boards/ committees.**

I have a long history of being involved with nature, landscaping, and caring for trees and the earth.

Unemployed and seeking \_\_\_\_\_  
Current Employer:

2

Years in current position:

physician

Job Title:

**Brief description of duties:**

I see patients in our Sports Medicine and Injury Care group and treat many types of injuries.

**Other employment history:**

physician at Total Spine Specialists from 2003-2013; physician at Miller Orthopaedic Clinic 2002-2003; Flight Surgeon in the US Air Force from 2006-2002

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

Yes  No

**If yes, please explain complete disposition:**

**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**

### Application Form

#### Profile

Kimberly Sanders  
First Name Middle Initial Last Name

[Redacted]  
Email Address

#### Please provide your mailing address below:

[Redacted] [Redacted]  
Street Address Suite or Apt

Charlotte NC 28211  
City State Postal Code

#### Is your mailing address the same as your home address?

[Redacted]

#### If your home address differs from your mailing address, please provide your home address in the field below:

[Redacted]

[Redacted] [Redacted]  
Primary Phone Alternate Phone

District 6  
City Council District

Caucasian/Non-Hispanic  
Ethnicity

Democrat  
Political Party

Female  
Gender

01/25/1982  
Date of Birth

#### Are you a registered voter of Mecklenburg County?

Yes  No

#### List any boards you are currently serving on:

[Redacted]

#### List any boards you have served on in the past:

[Redacted]

#### Which Boards would you like to apply for?

Charlotte International Cabinet, Tree Advisory Commission, Zoning Board Of Adjustment (B/O)

#### Why are you interested in serving on these boards/ committees?

I am interested in serving in the International Cabinet and on the Tree Advisory Council as much of my studies have revolved around international issues and environmental issues, both as an undergrad and in law school. I have studied abroad three times, and studied International Law at Cambridge University. I am very interested in international affairs, exchange programs, Sister City programs, and travel in general. This year I traveled to Thailand, and am planning a trip to Sweden in 2016. I am interested in serving on the Zoning Board because this is an area that is often overlooked until something comes along that enrages people and makes the news. Currently, the issue of rezoning the block of businesses in Southend that include Common Market and the location of Food Truck Friday, to allow for a tall commercial building, is a very big issue in the Dilworth and Southend communities. Zoning boards need people who understand not only the law, but the voice of the locals affected. Most of all, I am interested in serving my fellow residents through our local government.

#### Please describe any background or abilities that qualify you to serve on these boards/ committees.

[Redacted]



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DiscoverReady

Current Employer:

6

Years in current position:

Contract Attorney

Job Title:

**Brief description of duties:**

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Reviewing documents, such as contracts and emails, to determine potential liability in mass litigation lawsuits.

**Other employment history:**

---

I am currently completing a Master of Public Administration at UNC-Chapel Hill, through their online program. As part of UNC's degree requirements, I am currently interning with Sustain Charlotte, a local nonprofit organization focused on environmental sustainability. I also

**Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?**

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Yes  No

**If yes, please explain complete disposition:**

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**Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?**

Yes  No

**If yes, please explain conflict:**



Agenda Date: 12/14/2015

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Agenda #: 10.File #: 15-2049 Type: Consent Item

---

## Community Oriented Policing Services Anti-Gang Initiative Grant

### Action:

- A. Authorize the City Manager to accept a grant from the U.S. Department of Justice, Office of Community Oriented Policing Services in the amount of \$612,922 to fund a COPS Anti-Gang Initiative,**
- B. Adopt a budget ordinance appropriating \$612,922 in funds from the COPS Office,**
- C. Approve technology purchases, training for gang detectives, and overtime for gang detectives for the Charlotte-Mecklenburg Police Department in the amount of \$526,908,**
- D. Approve a contract with Charlotte Community Services Association in the amount of \$86,014 for the provision of anti-gang programs, and**
- E. Authorize the City Manager to renew the contracts for technology software licenses and maintenance for up to two additional, one-year terms, and possible price adjustments, if required.**

### Staff Resource(s):

Mike Adams, Police  
Mike Harris, Police

### Explanation

- The Charlotte-Mecklenburg Police Department (CMPD) has been awarded a 2015 Community Oriented Policing Services (COPS) Anti-Gang Initiative grant from the U.S. Department of Justice, Office of Community Oriented Policing Services.
- The two-year grant will be used for CMPD's COPS Anti-Gang Initiative.
- The grant period is from October 1, 2015, through September 30, 2017.
- CMPD requested funding to further enhance the department's technology capabilities for addressing and solving crimes perpetrated by gang activity. Funding was also requested to enter into a contract with Charlotte Community Services Association to provide gang preventative programming to at-risk youth in the community.
- CMPD is requesting to purchase the technology to proactively identify and respond to crime, disorder concerns and threats, and increase the speed and effectiveness of CMPD operations. The technology proposed for purchase includes:
  - Twenty rapid deployment covert gang cameras that will provide observation of a place, person, group, or ongoing gang activity in order to gather criminal intelligence and/or evidence. These cameras have the capability to be easily relocated into areas where

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**Agenda #: 10.File #: 15-2049 Type: Consent Item**

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criminal gang activity is present.

- Six stationary cameras, similar to the cameras that CMPD and Charlotte Department of Transportation (CDOT) currently have installed throughout the city, to provide continuous observation of a place, person, group, or ongoing gang activity in order to gather information and evidence. These cameras will be placed in "crime hotspot" locations where gang activity is or has been present.
- One Video Workstation will be placed at the CMPD Gang Division Office to provide access for detectives to all of CMPD and CDOT's cameras further increasing gang crime reduction capabilities.
- CMPD is requesting to enter into a contract with the Charlotte Community Services Association (CCSA) to provide gang preventative programming for at-risk youth in the community.
  - CCSA has operated within the city of Charlotte, from First Baptist Church-West, for more than 12 years providing youth and adult community-based programs.
  - The organization's funding is 85%-95% grants, including 21<sup>st</sup> Century Afterschool Program, Mecklenburg County Juvenile Crime Prevention Council, and the Mecklenburg Community Service Program. Their remaining funding is from donations and fees.
  - Six years ago CCSA implemented the Gang Alternative Principles (GAP) Program. In its six-year history, GAP has served nearly 600 youth. GAP seeks to prevent and intervene in gang involvement by providing instruction on gang and violence prevention, life skills, leadership development, anger management, and substance abuse.

Grant funds would allow CCSA, for the first time, to offer GAP in the summer months. The summer has been identified as a time of need for a program by numerous juvenile justice agencies, police, and school officials.

Grant funds would allow CCSA to provide GAP for 80 youth:

- o 40 seventh through twelfth graders will be served each summer session (20 males and 20 females).
- o This is the first time that a separate female session will be offered in the two week sessions.
- o Youth will be identified for GAP participation by school resource officers, school counselors, principals, juvenile justice officials, judges, parents, and faith-based organizations.
- Budget synopsis: \$612,922
  - CCSA: \$86,014
    - o Personnel: \$79,582
    - o Supplies: \$350
    - o Activity-related: \$6,082
  - CMPD: \$526,908
    - o Technology/Equipment: \$430,140
    - o Software Licenses/Data Fees: \$72,900
    - o Gang Investigator Training: \$2,696
    - o Gang Detective Overtime: \$21,172

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**Agenda #: 10.File #: 15-2049 Type: Consent Item**

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- The grant will include a cash match from CMPD of \$5,500 to provide incidentals not covered by the grant.
- At the expiration of the grant, it is anticipated there will be ongoing cost for technology software licenses and maintenance estimated between \$5,000 and \$10,000 annually. The annual technology costs will be absorbed in Police's Operating Budget.

**Fiscal Note**

Funding: 2015 COPS Anti-Gang Initiative Grant and Police Operating Budget

**Attachment**

Budget Ordinance

ORDINANCE NUMBER: \_\_\_\_\_

AN ORDINANCE TO AMEND ORDINANCE NUMBER 5949-X, THE 2015-2016 BUDGET ORDINANCE, PROVIDING AN APPROPRIATION FROM THE DEPARTMENT OF JUSTICE'S BUREAU OF JUSTICE ASSISTANCE.

---

BE IT ORDAINED, by the City Council of the City of Charlotte;

Section 1. That the sum of \$612,922 is hereby available from the US Department of Justice Beureau of Justice Assistance.

Section 2. That the sum of \$612,922 is hereby appropriated to:  
General Grants and LTD Project Fund 2600  
Project: 3030120001  
2600-30-30-3090-304019-000000-000-530500.

Section 3. All ordinances in conflict with this ordinance are hereby repealed.

Section 4. This ordinance shall be effective upon adoption.

Approved as to form:

---

City Attorney



**Agenda Date:** 12/14/2015

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**Agenda #:** 11. **File #:** 15-1942 **Type:** Consent Item

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## **Private Developer Funds for Traffic Signal Improvements**

**Action:**

- A. Authorize the City Manager to execute a Developer Agreement between the City of Charlotte and developers, Childress Klein Properties, Inc., Park Kingston Investors, LLC, CUOF IV Quarters at Morehead, LLC, and Laurel Street Residential, LLC, and**
  
- B. Adopt a budget ordinance appropriating \$263,113 in private developer funds for traffic signal improvements.**

**Staff Resource(s):**

Scott Putnam, Transportation

**Explanation**

- The \$263,113 in private developer funding is for traffic signals/upgrades and related work associated with a developer project. The funding is restricted to these projects.
- The following developers are fully funding traffic signal installations and improvements to mitigate traffic impacts around their respective development project:
  - Childress Klein Properties, Inc. contributed \$239,113 for mast arm signals at the four approach intersection of Tyvola Road and Perimeter Pointe Parkway.
  - Park Kingston Investors, LLC contributed \$1,000 for pedestrian signal modification at the intersection of S. Tryon Street and Park Avenue.
  - CUOF IV Quarters at Morehead, LLC contributed \$8,000 for signal modification at the intersections of Church Street and Carson Boulevard and Morehead Road and Church Street.
  - Laurel Street Residential, LLC contributed \$15,000 for signal modifications at the intersection of Morris Field Road and Billy Graham Parkway.
- The above signals meet the same criteria as other traffic signals approved by the City.
- Payments made by the developers are in response to estimates of work prepared by the Charlotte Department of Transportation (CDOT) and supplied to the developer.
- Any funding contributed by the developer for a signal project that is unused by the City will be refunded after project completion.
- CDOT will be installing and operating these signals as part of the existing signal systems in the area.

**Fiscal Note**

Funding: Private Developer Contributions

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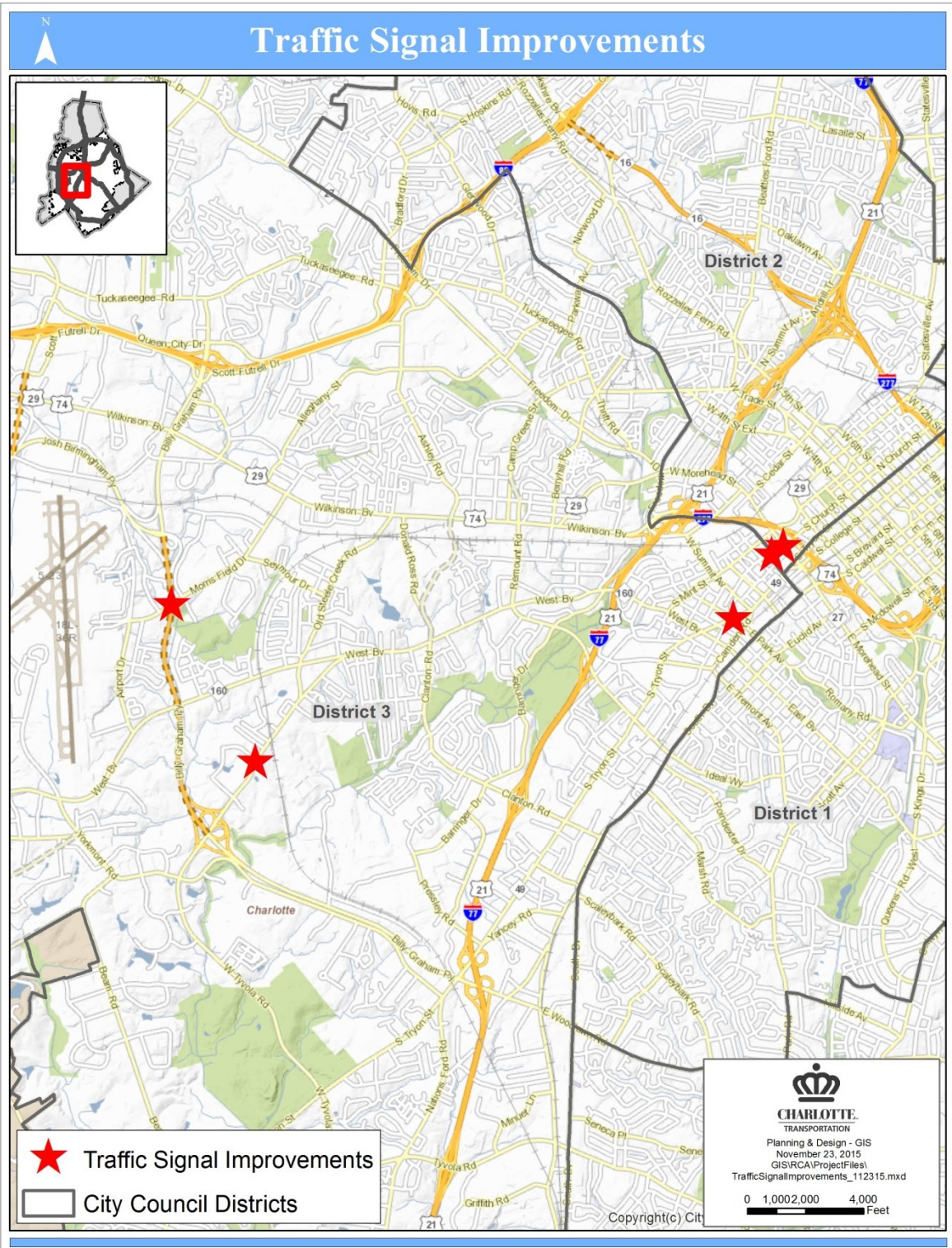
**Agenda #:** 11. **File #:** 15-1942 **Type:** Consent Item

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**Attachment**

Map  
Budget Ordinance







ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND ORDINANCE NUMBER 5949-X, THE 2015-2016 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF \$263,113 FOR TRAFFIC SIGNAL IMPROVEMENTS**

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BE IT ORDAINED, by the City Council of the City of Charlotte;

- Section 1. That the sum of \$263,113 hereby estimated to be available from the following private developer sources: Childress Klein Properties, Inc. (\$239,113), Laurel Street Residential, LLC (\$15,000), CUOF IV Quarters at Morehead, LLC (\$8,000), Park Kingston Investors, LLC (\$1,000)
- Section 2. That the sum of \$263,113 is hereby appropriated in the General Capital Investment Fund (4001) into the following project:
- S. Tryon Street & Park Ave. Ped Signal 4292000208 (\$1,000)
  - Signal Modification Church and Carson 4292000238 (\$8,000)
  - Signal at Tyvola and Perimeter Point 4292000239 (\$239,113)
  - Signal Modification Morris Field/Billy Graham 4292000240 (\$15,000)
- Section 3. That the existence of this project may extend beyond the end of the fiscal year. Therefore, this ordinance will remain in effect for the duration of the project and funds are to be carried forward to subsequent fiscal years until all funds are expended or the project is officially closed.
- Section 4. All ordinances in conflict with this ordinance are hereby repealed.
- Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

\_\_\_\_\_  
City Attorney



**Agenda Date:** 12/14/2015

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**Agenda #:** 12.**File #:** 15-1364 **Type:** Consent Item

---

## **Airport Signage and Wayfinding Master Plan**

**Action:**

- A. Approve a contract in the amount of \$974,144 to GS&P/NC, P.C. for wayfinding master planning services for the Airport, and**
  
- B. Adopt a budget ordinance appropriating \$974,144 from the Aviation Discretionary Fund to the Aviation Community Investment Plan Fund.**

**Staff Resource(s):**

Jack Christine, Aviation

**Explanation**

- As part of Aviation’s Community Investment Plan, which includes terminal renovations and expansion projects, the Airport needs an evaluation of the thousands of wayfinding signs that assist passenger movement throughout the facility.
- The project will include a thorough assessment of Airport signage and wayfinding, while also analyzing how to better facilitate passenger flow through the Airport by using directional aids.
- The assessment will encompass gateway, roadway, parking, curbside, terminal, gates, and public areas in the Airport.
- The contract with GS&P/NC, P.C. will result in Aviation receiving a completed master plan that includes the organization and coordination of advertising, artwork, branding, concessions, marketing, signage, and wayfinding for the 1.8 million square feet of terminal space, in addition to a complete set of signage design standards to enhance passenger experience and improve passenger circulation.
- On July 10, 2015, the City issued a Request for Qualifications for airport signage and wayfinding master plan services; six firms responded with a proposal.
- A selection committee comprised of Aviation staff selected GS&P/NC, P.C. based on their extensive wayfinding master planning experience, particularly as it relates to large hub airports.

**Charlotte Business INclusion**

The City negotiated subcontracting participation after the proposal selection process (Part C: Section 2.1 (h) of the Charlotte Business INclusion Policy). For this contract, GS&P/NC, P.C. have committed 4.89% (\$47,600) of the total contract amount to the following certified firm:

- Robinson Thinks (SBE) (\$47,600) (environmental graphic design)

**Fiscal Note**

Aviation Community Investment Plan

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**Agenda #:** 12.**File #:** 15-1364 **Type:** Consent Item

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**Attachment**

Budget Ordinance

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND ORDINANCE NUMBER 5949-X, THE 2015-2016 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF \$974,144 TO FUND WAYFUNDING MASTER PLANNING SERVICES AT THE AIRPORT

---

BE IT ORDAINED, by the City Council of the City of Charlotte;

Section 1. That the sum of \$974,144 is hereby appropriated from the Aviation Discretionary Fund for the contract with GS&P/NC, P.C. for wayfinding master planning services.

Section 2. That the sum of \$974,144 is hereby appropriated in the Aviation Community Investment Plan Fund (6064) to the following projects:

Fund	6064
Project	4020901608
Source	6000
Type	60006001
Year	0000

Section 3. That the existence of this project may extend beyond the end of the fiscal year. Therefore, this ordinance will remain in effect for the duration of the project and funds are to be carried forward to subsequent fiscal years until all funds are expended or the project is officially closed.

Section 4. All ordinances in conflict with this ordinance are hereby repealed.

Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

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City Attorney



**Agenda Date:** 12/14/2015

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**Agenda #:** 13.**File #:** 15-1375 **Type:** Consent Item

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## **Airport Integrated Pest Management Services**

**Action:**

- A. Approve a three year contract with Clegg’s Termite and Pest Control, LLC for Airport Integrated Pest Management Services, and**
  
- B. Authorize the City Manager to renew the contract for up to two additional, one-year terms with possible price adjustments and to amend the contract consistent with the City’s business needs and the purpose for which the contract was approved.**

**Staff Resource(s):**

Jack Christine, Aviation

**Explanation**

- The contract will provide pest control services to the Airport terminal, old terminal building, and 26 ancillary buildings on Airport property.
- Aviation is consolidating its pest control with other Airport tenants to create an integrated and more comprehensive approach to pest control.
- On August 18, 2015, the City issued a Request for Proposals (RFP) for integrated pest management services. In response to the RFP, the City received five proposals from interested service providers.
- The Project Team, consisting of staff from Aviation and two Airport tenants, evaluated the proposals and determined that Clegg’s Termite and Pest Control, LLC best meets the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- Airport tenants who previously paid for their own pest control will pay the City approximately 40% of the contract amount for their proportional share of this contract.
- The total estimated value of the three-year contract is \$219,600.

**Charlotte Business INclusion**

No subcontracting goal was established because there are no subcontracting opportunities (Part C: Section 2.1(a) of the Charlotte Business INclusion Policy).

**Fiscal Note**

Funding: Aviation Operating Budget



**Agenda Date:** 12/14/2015

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**Agenda #:** 14. **File #:** 15-1808 **Type:** Consent Item

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## **Airport Baggage Carousel Device Replacements**

**Action:**

- A. Approve a contract in the amount of \$603,031.44 to Pteris Global USA, Inc. for the purchase and installation of two baggage claim carousels located in the Federal Inspection Service area of International Arrivals, and**
  
- B. Adopt a budget ordinance appropriating \$603,031.44 from the Aviation Discretionary Fund to the Aviation Community Investment Plan Fund.**

**Staff Resource(s):**

Jack Christine, Aviation

**Explanation**

- The Aviation Department is replacing two baggage carousels in the Federal Inspection Service (FIS) facility installed in the International Arrivals area in 1990. The original equipment is 25 years old and has reached the end of its useful life. The carousels are increasingly difficult to keep operational due to increased traffic and operations of international flights.
- On October 28, 2015, the City issued a Request for Proposal (RFP) for purchase and installation of two FIS baggage claim carousels. In response to the RFP, the City received four proposals from interested service providers.
- Aviation staff evaluated the proposals and determined Pteris Global USA, Inc. best meets the City's needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- The cost of the carousel replacement is \$578,031.44 with an additional \$25,000 for spare parts.

**Charlotte Business INclusion**

The City negotiated subcontracting participation after the proposal selection process (Part C: Section 2.1 (h) of the Charlotte Business INclusion Policy). For this contract, Pteris Global USA, Inc. has committed 4.81% (\$29,000) of the total contract amount to the following certified firm:

- All-Pro Builders and Restoration (SBE, MBE) (\$29,000) (carousel fill in and carpeting)

**Fiscal Note**

Funding: Aviation Community Investment Plan

**Attachment**

Budget Ordinance

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND ORDINANCE NUMBER 5949-X, THE 2015-2016 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF \$603,031.44 TO FUND THE PURCHASE AND INSTALLATION OF TWO BAGGAGE CLAIM CAROUSELS LOCATED IN THE FEDERAL INSPECTION SERVICE AREA OF INTERNATIONAL ARRIVALS

---

BE IT ORDAINED, by the City Council of the City of Charlotte;

Section 1. That the sum of \$603,031.44 is hereby appropriated from the Aviation Discretionary Fund for the contract with Pteris Global USA, Inc. for the purchase and installation of two baggage claim carousels in the Federal Inspection Service area of International Arrivals.

Section 2. That the sum of \$603,031.44 is hereby appropriated in the Aviation Community Investment Plan Fund (6064) to the following projects:

Fund	6064
Project	4020901615
Source	6000
Type	60006001
Year	0000

Section 3. That the existence of this project may extend beyond the end of the fiscal year. Therefore, this ordinance will remain in effect for the duration of the project and funds are to be carried forward to subsequent fiscal years until all funds are expended or the project is officially closed.

Section 4. All ordinances in conflict with this ordinance are hereby repealed.

Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

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City Attorney



Agenda Date: 12/14/2015

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Agenda #: 15.File #: 15-1934 Type: Consent Item

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## Airport Administrative Facility Improvements

### Action:

- A. Approve a contract in the amount of \$2,770,000 to the lowest responsive, responsible bidder Encompass Building Group, LLC for improvements of the Aviation administrative facilities project,**
  
- B. Approve contract amendment #1 in the amount of \$61,735 with C-Design, Inc. for construction administration,**
  
- C. Approve a contract with Lerner's Office Furniture in the amount of \$170,714.02 for the purchase of a used cubicle system, and**
  
- D. Adopt a budget ordinance in the amount of \$3,002,449.02 from the Aviation Discretionary Fund to the Aviation Community Investment Plan Fund.**

### Staff Resource(s):

Jack Christine, Aviation

### Explanation

#### Action A

- Over the last several years, Aviation staff has consolidated office space for various divisions to the Charlotte Douglas Airport Center located at 5601 Wilkinson Blvd. The previous phase of renovation was completed in June 2014.
- On June 3, 2014, the City Manager approved a contract with C-Design, Inc in the amount of \$98,750 for the design of the Aviation administration facilities.
- The project will include renovations to approximately 21,270 square feet of the existing facility and will include new employee offices, several conference rooms, and a break room.
- On September 1, 2015, the City issued an Invitation to Bid for the administrative facility improvements; four bids were received from interested service providers.
- Encompass Building Group, LLC was selected as the lowest responsive, responsible bidder.

#### Reject Low-Bid Explanation

- The apparent low bidder, Edison Foard Construction Services, Inc., exceeded the established MBE goal, but did not meet the established SBE goal of 7%, proposing a total SBE utilization of 0.11% for the project.
- Per the CBI Policy, Edison Foard submitted SBE Good Faith Efforts documentation and after



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**Agenda #: 15.File #: 15-1934 Type: Consent Item**

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thorough review, staff determined that Edison Foard did not meet the minimum required Good Faith Efforts (Part B: Section 4.3 of the Charlotte Business INClusion Policy).

- Staff recommends the contract be awarded to the next lowest responsive, responsible bidder, Encompass Building Group, LLC.

**Action B**

- Contract amendment #1 in the amount of \$61,735 to C-Design, Inc. will provide for construction administration services including submittal review and approval, attending construction project meetings, and project closeout documentation.
- The new total value of the contract is \$160,485.

**Action C**

- Renovations to the facility will create additional employee office space consisting of 65 cubicles. This action will allow the purchase of a used cubicle system versus purchasing new cubicles, which provides a cost savings of 62% for the department.

**Charlotte Business INClusion****Action A**

Established SBE Goal: 7%

Committed SBE Goal: 7.22%

Encompass Building Group exceeded the established SBE subcontracting goal, and has committed 7.22% (\$200,000) of the total contract amount to the following certified firm:

- All-Pro Builders and Restoration (SBE, MBE) (\$200,000) (general construction)

Established MBE Goal: 4%

Committed MBE Goal: 37.65%

Encompass Building Group exceeded the established MBE subcontracting goal, and has committed 37.65% (\$1,043,000) of the total contract amount to the following certified firms:

- Besco Electric Corporation (MBE) (\$843,000) (electrical work)
- All-Pro Builders and Restoration (SBE, MBE) (\$200,000) (general construction)

**Action B**

No subcontracting goal was established for the contract amendment because there are no subcontracting opportunities (Part D: Section 6 of the Charlotte Business INClusion Policy). C-Design is a City SBE.

**Action C**

No subcontracting goal was established because there are no subcontracting opportunities (Part B: Section 2.3 of the Charlotte Business INClusion Policy).

**Fiscal Note**

Funding: Aviation Community Investment Plan

**Attachment**

Budget Ordinance

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND ORDINANCE NUMBER 5949-X, THE 2015-2016 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF \$3,002,449.02 TO FUND AIRPORT ADMINISTRATIVE FACILITY IMPROVEMENTS**

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BE IT ORDAINED, by the City Council of the City of Charlotte;

- Section 1. That the sum of \$3,002,449.02 is available from the Aviation Discretionary Fund for Airport Administrative Facility improvements with the following vendors:
- Encompass Building Group, LLC, in the amount of \$2,770,000 for improvements of the administrative facilities project;
  - C-Design, Inc., in the amount of \$61,735, for construction administration; and
  - Larner's Office Furniture, in the amount of \$170,714.02, for the purchase of a used cubicle system.

- Section 2. That the sum of \$3,002,449.02 is hereby appropriated in the Aviation Community Investment Plan Fund (6064) to the following projects:
- |         |            |
|---------|------------|
| Fund    | 6064       |
| Project | 4020901616 |
| Source  | 6000       |
| Type    | 60006001   |
| Year    | 0000       |

- Section 3. That the existence of this project may extend beyond the end of the fiscal year. Therefore, this ordinance will remain in effect for the duration of the project and funds are to be carried forward to subsequent fiscal years until all funds are expended or the project is officially closed.

- Section 4. All ordinances in conflict with this ordinance are hereby repealed.

- Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

\_\_\_\_\_  
City Attorney



**Agenda Date:** 12/14/2015

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**Agenda #:** 16.**File #:** 15-1936 **Type:** Consent Item

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## **Airport Mail Sort Facility Design**

**Action:**

- A. Approve contract in the amount of \$301,900 to Tobin, PLLC for architectural and engineering design services for the Airport, and**
  
- B. Adopt a budget ordinance in the amount of \$301,900 from the Aviation Discretionary Fund to the Airport Community Investment Plan Fund.**

**Staff Resource(s):**

Jack Christine, Aviation

**Explanation**

- The Airport's current mail sort facility is one of several buildings to be demolished as part of a demolition package for the west ramp expansion. The demolition of these buildings will accommodate additional aircraft operational space and a new concourse.
- The mail sort facility is provided to the airlines to sort U.S. Postal Service mail for transfer to flights.
- Tobin, PLLC will be paid \$301,900 to provide architectural and engineering design, bidding, and construction administration services for a new mail sort facility located in the mid-airfield area of the Airport.
- The mail sorting facility will be a metal building and consist of a baggage conveying system, offices, a breakroom, and restrooms.
- On February 3, 2014, the City issued a Request for Qualifications (RFQ) for the mail sort facility design services. In response to the RFQ, the City received 29 proposals from interested professional service providers. Of those proposals, 22 firms were selected for future architectural and engineering design work. This qualified vendor list is valid for three years.
- Aviation staff evaluated the proposals and determined that Tobin, PLLC is the best qualified firm to meet the City's needs on the basis of demonstrated competence and experience with airport and logistic facilities design.

**Charlotte Business INclusion**

The City negotiated subcontracting participation after the proposal selection process (Part C: Section 2.1 (h) of the Charlotte Business INclusion Policy). For this contract Tobin PLLC has committed 14.67% (\$44,300) of the total contract amount to the following certified firm:

- Banks Engineering (SBE) (\$44,300) (civil engineering)

**Fiscal Note**

Funding: Aviation Community Investment Plan

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**Agenda #:** 16.**File #:** 15-1936 **Type:** Consent Item

---

**Attachment**

Budget Ordinance

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND ORDINANCE NUMBER 5949-X, THE 2015-2016 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF \$301,900 TO FUND AIRPORT ARCHITECTURAL AND ENGINEERING DESIGN SERVICES**

---

BE IT ORDAINED, by the City Council of the City of Charlotte;

- Section 1. That the sum of \$301,900 is available from the Aviation Discretionary Fund for the contract with Tobin, PLLC to provide mail sort facility architectural and engineering design services.
- Section 2. That the sum of \$301,900 is hereby appropriated in the Aviation Community Investment Plan Fund (6064) to the following projects:
- |         |            |
|---------|------------|
| Fund    | 6064       |
| Project | 4020901592 |
| Source  | 6000       |
| Type    | 60006001   |
| Year    | 0000       |
- Section 3. That the existence of this project may extend beyond the end of the fiscal year. Therefore, this ordinance will remain in effect for the duration of the project and funds are to be carried forward to subsequent fiscal years until all funds are expended or the project is officially closed.
- Section 4. All ordinances in conflict with this ordinance are hereby repealed.
- Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

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City Attorney



**Agenda Date:** 12/14/2015

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**Agenda #:** 17. **File #:** 15-1932 **Type:** Consent Item

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## **Airport Ramp Expansion Phase 1 Demolition and Environmental Remediation**

### **Action:**

- A. Award a contract in the amount of \$1,434,035 to the lowest responsive, responsible bidder Blythe Development Co. for the Ramp Expansion Phase 1 Demolition and Environmental Remediation project, and**
  
- B. Adopt a budget ordinance in the amount of \$1,434,035 from the Aviation Discretionary Fund to the Airport Community Investment Plan Fund.**

### **Staff Resource(s):**

Jack Christine, Aviation

### **Explanation**

- The Airport's master plan anticipates the need for additional gates for air carrier operations.
- On September 22, 2014, the City Council awarded a contract to Talbert, Bright & Ellington, Inc. for the design of the ramp expansion in amount of \$2,783,581. On July 27, 2015, the City Council approved a contract amendment in the amount of \$411,806 to prepare the construction documents for the demolition and environmental remediation in order to expedite the ramp construction.
- The contract with Blythe Development Co. will demolish the old rental car facilities and remediate any soil contamination from the rental car fuel and maintenance operation. This is the first phase to prepare the old rental car site to support the Concourse A North Expansion.
- On October 15, 2015, the City issued an Invitation to Bid for the demolition and environmental remediation of the old rental car sites; four bids were received from interested service providers.
- Blythe Development Co. was selected as the lowest responsive, responsible bidder.

### **Disadvantage Business Enterprise (DBE) Opportunity**

Established DBE Goal: 14%

Committed DBE Goal: 14.98%

Blythe Development Company exceeded the established subcontracting goal, and has committed 14.98% (\$214,750) of the total contract amount to the following certified firms:

- Kingdom Trucking (DBE, SBE) (\$139,750) (hauling contaminated material)
- Double D Construction Services (DBE) (\$65,000) (hauling and grading)
- Mugo Gravel and Grading (DBE, SBE) (\$10,000) (hauling)

### **Fiscal Note**

Funding: Aviation Community Investment Plan

This project is eligible for federal grant reimbursement.

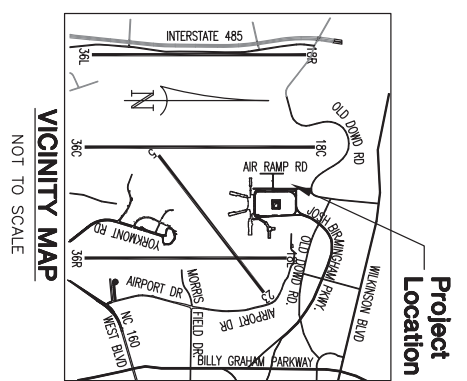
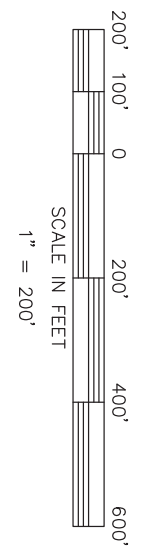
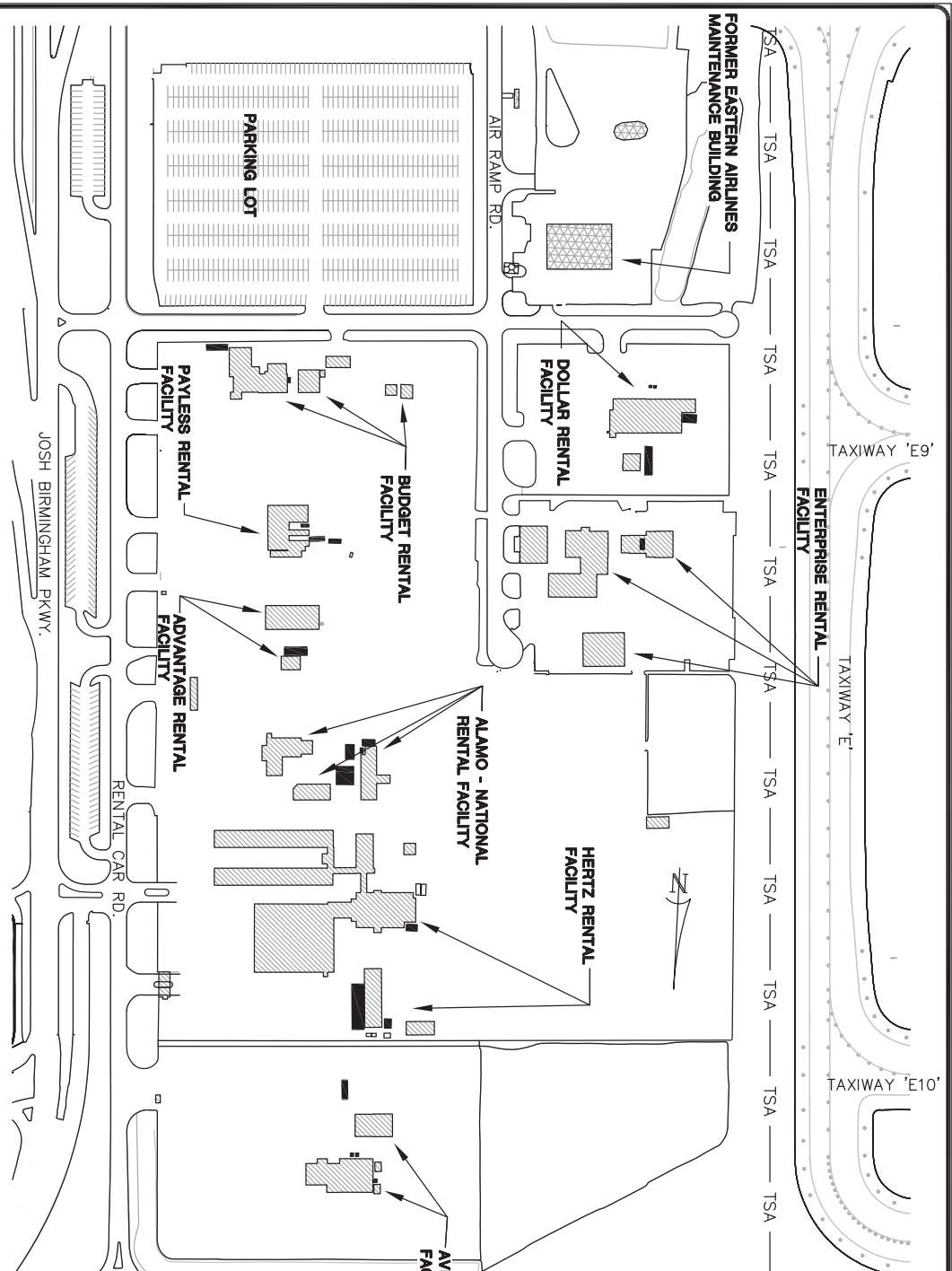
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**Agenda #:** 17.**File #:** 15-1932 **Type:** Consent Item

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**Attachment**

Map  
Budget Ordinance

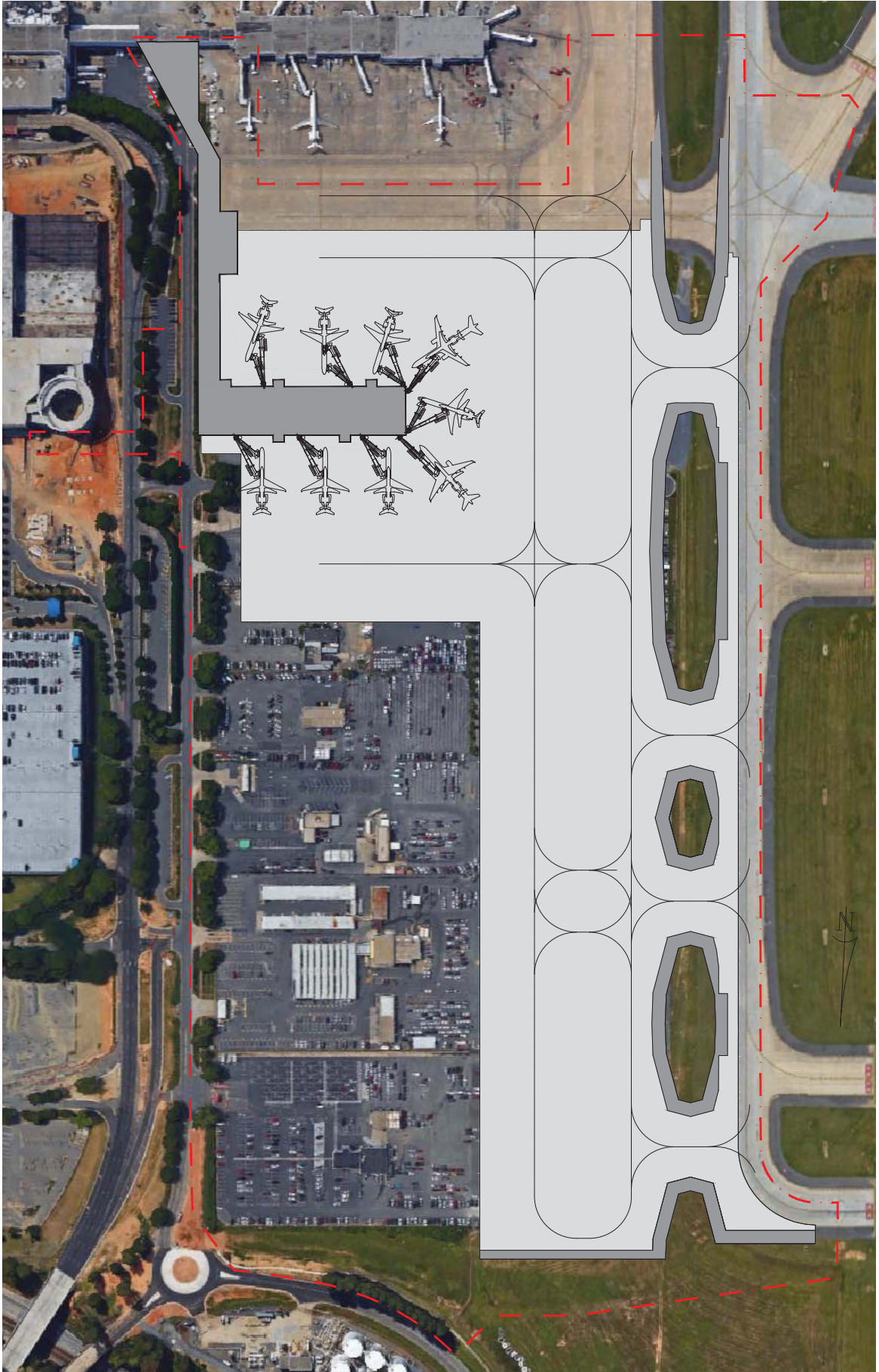


LEGEND	
	PROPOSED STRUCTURE DEMOLITION
	FUTURE STRUCTURE DEMOLITION BY OTHERS
	TSA TAXIWAY SAFETY AREA
	PROPOSED UST/AST/OWS REMOVAL
	FUTURE UST/AST/OWS REMOVAL BY OTHERS

<p><b>CONCOURSE A WEST RAMP PHASE 1 ENVIRONMENTAL REMEDIATION EXHIBIT</b></p> <p><b>CHARLOTTE-DOUGLAS INTERNATIONAL AIRPORT</b></p>	<p>REV. NO.</p> <p>DESCRIPTION</p> <p>REVISIONS</p>	<p>DATE</p>
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<p><b>TALBERT, BRIGHT, &amp; ELLINGTON</b>                  ENGINEERING &amp; PLANNING CONSULTANTS                  400 PARKWAY PLAZA, SUITE 200                  CHARLOTTE, NORTH CAROLINA 28217                  PHONE 704-486-8979 FAX 704-486-0990                  NC LICENSE NO. C-1163</p>	<p>Project Location</p>
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**PRELIMINARY  
NOT RELEASED  
FOR CONSTRUCTION**

**TALBERT, BRIGHT  
& ELLINGTON**  
ENGINEERING & PLANNING CONSULTANTS  
400 CHARLOTTE-NORTH CAROLINA 28117  
PHONE: 704.366.6070 FAX: 704.366.6080  
www.talbertbright.com

SHT.  
**1**

**SITE PREPARATION &  
EXPANSION OF RAMP 'A'**  
**CONSTRUCTION LIMITS EXHIBIT**  
FILE NAME: Construction Limits Exhibit.dwg SCALE: 1"=50'



DESIGNED BY: JAS  
PROJECT ENG.: JAS  
PROJECT NO.: 2204-1404  
DRAWN BY: JST  
CHECKED BY: PET  
DATE ISSUED: NOV. 2015

REVISIONS	DATE
1	
2	
3	
4	
5	

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND ORDINANCE NUMBER 5949-X, THE 2015-2016 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF \$1,434,035 TO FUND THE RAMP EXPANSION PHASE 1 DEMOLITION AND ENVIRONMENTAL REMEDIATION PROJECT

---

BE IT ORDAINED, by the City Council of the City of Charlotte;

Section 1. That the sum of \$1,434,035 is hereby appropriated from the Aviation Discretionary Fund for the contract with Blythe Development Co. for the Ramp Expansion Phase 1 Demolition and Environmental Remediation Project.

Section 2. That the sum of \$1,434,035 is hereby appropriated in the Aviation Community Investment Plan Fund (6064) to the following projects:

Fund	6064
Project	4020901506
Source	6000
Type	60006001
Year	0000

Section 3. That the existence of this project may extend beyond the end of the fiscal year. Therefore, this ordinance will remain in effect for the duration of the project and funds are to be carried forward to subsequent fiscal years until all funds are expended or the project is officially closed.

Section 4. All ordinances in conflict with this ordinance are hereby repealed.

Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

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City Attorney



**Agenda Date:** 12/14/2015

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**Agenda #:** 18.**File #:** 15-1933 **Type:** Consent Item

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## **Concourse A North Utilities Relocation Change Order**

**Action:**

- A. Approve change order #1 for \$895,361 to Brooks, Berry, Haynie and Associates for Concourse A North Expansion Underground Utilities Relocation project, and**
  
- B. Adopt a budget ordinance in the amount of \$895,361 from the Aviation Discretionary Fund to the Airport Community Investment Plan Fund.**

**Staff Resource(s):**

Jack Christine, Aviation

**Explanation**

- On September 8, 2014, the City Council awarded a contract to Brooks, Berry, Haynie and Associates in the amount of \$1,168,395.64 to install a portion of the new underground duct banks for electrical and telecommunications lines to serve the proposed Concourse A North Expansion.
- The Concourse A North Expansion design is complete and now Aviation needs to relocate a portion of the existing electrical and telecommunications lines to make way for the new building's foundations.
- The Aviation Department is using the favorable unit prices in the contract that was awarded in September 2014 to perform this work. The unit prices, set forth in the proposed contract, are available upon request.
- Change order #1 in the amount of \$895,361 will provide for the relocation of the Duke Energy's main electrical supply and various telecommunications lines in order to construct the Concourse A North Expansion project.
- The new total value of the contract is \$2,063,756.64.

**Charlotte Business INclusion**

For this contract, Brooks, Berry, Haynie and Associates have committed 34.85% (\$304,163) of the total contract change order amount to the following certified firm:

- Camps Construction Company (SBE, MBE) (\$304,163) (concrete ramp paving and sealing)

**Fiscal Note**

Funding: Aviation Community Investment Plan

**Attachment**

Budget Ordinance

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND ORDINANCE NUMBER 5949-X, THE 2015-2016 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF \$895,361 TO FUND THE CONCOURSE A NORTH EXPANSION UNDERGROUND UTILITIES RELOCATION PROJECT

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BE IT ORDAINED, by the City Council of the City of Charlotte;

Section 1. That the sum of \$895,361 is hereby appropriated from the Aviation Discretionary Fund for the contract with Brooks, Berry, Haynie and Associates for the Concourse A North Expansion Underground Utilities Relocation Project.

Section 2. That the sum of \$895,361 is hereby appropriated in the Aviation Community Investment Plan Fund (6064) to the following projects:

Fund	6064
Project	4020901536
Source	6000
Type	60006001
Year	0000

Section 3. That the existence of this project may extend beyond the end of the fiscal year. Therefore, this ordinance will remain in effect for the duration of the project and funds are to be carried forward to subsequent fiscal years until all funds are expended or the project is officially closed.

Section 4. All ordinances in conflict with this ordinance are hereby repealed.

Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

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City Attorney



**Agenda Date:** 12/14/2015

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**Agenda #:** 19.**File #:** 15-1844 **Type:** Consent Item

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## **Vehicle Light Bars, Sirens, Speakers, and Related Accessories**

**Action:**

- A. Award unit price contracts for the purchase of light bars, sirens, speakers, and related accessories for one year to the following:**
- **Campbell-Brown, Inc., and**
  - **Dana Safety Supply, and**
- B. Authorize the City Manager to extend the contract for up to four additional, one-year terms with possible price adjustments and to amend the contract consistent with the City's business needs and the purpose for which the contract was approved.**

**Staff Resource(s):**

Robert Campbell, Management & Financial Services  
Chris Trull, Management & Financial Services

**Explanation**

- The purchase of light bars, sirens, speakers, and related accessories for City vehicles and equipment including, but not limited to police pursuit vehicles, fire apparatus, and work trucks are required to provide public safety services. These fixtures help employees to remain safe while performing daily tasks and increase public awareness of our fleet.
- The City will begin using SoundOff Signal bluePrint® devices for the Charlotte-Mecklenburg Police Department (CMPD) to improve officer and community safety, increase visibility, and will enhance Fleet Management's ability to troubleshoot the power distribution and lighting systems.
- The cost is approximately \$1,000 less per vehicle compared to the distribution package currently used by CMPD.
- These devices will be installed on CMPD's 128 marked vehicles as part of the approved Fiscal Year 2016 Capital Equipment Replacement List.
- On November 2, 2015, Management & Financial Services issued an Invitation to Bid on behalf of the Charlotte Cooperative Purchasing Alliance (CCPA); two bids were received from interested service providers.
- Campbell-Brown, Inc. and Dana Safety Supply were selected as the lowest responsive, responsible bidders for specified brand names.
  - Campbell-Brown is the authorized distributor for SoundOff Signal brand equipment.
  - Dana Safety Supply is an authorized distributor for Whelen brand equipment.
- The companies will be paid the unit prices set forth in the contracts; a copy is available upon request.
- Fiscal Year 2016 expenditures for all contracts are estimated to be \$850,000, including:
  - \$800,000 to purchase SoundOff Signal brand light bars, sirens, speakers, and related

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**Agenda #: 19.File #: 15-1844 Type: Consent Item**

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accessories for departments including but not limited to CMPD, Charlotte Department of Transportation, Charlotte Water, and Neighborhood & Business services; and

- \$50,000 to purchase Whelen brand light bars, sirens, speakers, and related accessories specific for Charlotte Fire Department.
  - Fire standardized on the Whelen brand lights for fire apparatus and light vehicles based on products offered, performance, support, and excellent warranty.
- Estimated contract expenditures beyond Fiscal Year 2016 will depend on the approved budget for capital outlay in each subsequent fiscal year and needs within the departments.
- The City anticipates renewing the contracts for up to four additional, one-year terms at prices to be determined based on model year changes and market conditions.

**Background**

- The CCPA is a cooperative purchasing program within Management & Financial Services with the specific purpose of reducing procurement costs by leveraging aggregate purchasing volume to receive better pricing.
- Light bars, sirens, speakers, and related accessories are common products needed by entities of all sizes; offering competitive prices through CCPA benefits entities locally, regionally, and nationally.
- CCPA contracts are available for the use and to the benefit of all entities that must comply with state purchasing laws (cities, counties, public and private schools, colleges and universities, non-profits, and all governmental entities).

**Charlotte Business INclusion**

No subcontracting goal was established because there are no subcontracting opportunities (Part B: Section 2.3 of the Charlotte Business INclusion Policy).

**Fiscal Note**

Funding: Various General and Capital Equipment Replacement Funds





**Agenda Date:** 12/14/2015

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**Agenda #:** 20.**File #:** 15-2015 **Type:** Consent Item

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## **Multi-Passenger Vehicle Purchase**

**Action:**

- A. Approve the purchase of vehicles from a cooperative purchasing contract as authorized by G.S. 143-129(e)(3), and**
  
- B. Approve a unit price contract with Asheville Ford, LLC for the purchase of multi-passenger vehicles for a term of one year under the North Carolina Sheriffs' Association Vehicle Procurement Program (contract 16-02-0929) on October 15, 2015.**

**Staff Resource(s):**

Chris Trull, Management & Financial Services

**Cooperative Purchasing Exemption**

NC S.L. 2001-328, effective January 1, 2002, authorizes competitive group purchasing.

**Explanation**

- Management & Financial Services collaborates with other City departments on an annual basis to assess vehicles and equipment in order to determine replacement needs based on a rating of vehicle usage, age, maintenance costs, and condition.
- City departments have operational needs to up-fit vehicles with radio and computer equipment.
- Vehicle-specific radio and computer mounting equipment is only available for certain makes and models. One of these vehicles is the mid-size, multi-passenger Ford Explorer.
- Asheville Ford, LLC has a contract awarded through the North Carolina Sheriffs' Association Vehicle Procurement Program that offers competitive pricing to public agencies statewide.
- The unit price under the contract is \$26,944.91 per vehicle.
- The initial purchase in Fiscal Year 2016 is for nine vehicles at a cost of \$242,505.

**Charlotte Business INclusion**

This is a cooperative purchasing contract and is exempt (Part A: Appendix 1.27 of the Charlotte Business INclusion Policy).

**Fiscal Note**

Funding: General and Enterprise Departments' Capital Equipment Replacement Funds



**Agenda Date:** 12/14/2015

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**Agenda #:** 21.**File #:** 15-2044 **Type:** Consent Item

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## **Refund of Property Taxes**

**Action:**

**Adopt a resolution authorizing the refund of property taxes assessed through clerical or assessor error in the amount of \$69,373.28.**

**Staff Resource(s):**

Robert Campbell, Management & Financial Services

**Explanation**

Notification of Property Tax refunds due to clerical or assessor error are provided to the City by Mecklenburg County.

**Pearson Review Update**

- In accordance with the ordinance approved by the City Council on August 24, 2014, and North Carolina law, a list of refunds, which have been paid since the last City Council Business Meeting as a result of the Pearson Review, is available at the City Clerk's Office.
- The amount of Pearson Review refunds paid since the last City Council Business Agenda Meeting on November 23, 2015, totaled \$242,535.08.

**Fiscal Note**

Funding: Not Applicable

**Attachment**

List of Property Tax Refund Requests and Resolution



## Property Tax Refund Requests

ALL-TYPE SHEET METAL FABRICATION IN	\$	2,017.05
BEVERLY TASHMONIQUE E		215.42
BISHOP, MATTHEW L		45.23
BRUMMOND, MARK ALAN		90.48
BRUMMOND, MARK ALAN		87.15
DESIGN CENTER CAROLINAS LLC .		13,141.15
DESIGN CENTER CAROLINAS LLC .		13,141.15
DESIGN CENTER CAROLINAS LLC .		13,968.00
DESIGN CENTER CAROLINAS LLC .		13,968.00
DINKEL, BRADLEY DEVERS		42.16
FAIZMAND, MOHAMAD AKBAR		119.67
FORINASH, NAOMI		91.77
GARCIA, ZEFERINO		0.58
GOETZ, MICHAEL JOHN		29.24
HILL PARTNERS INC		43.35
HILL PARTNERS INC		42.61
HILL PARTNERS INC		39.14
JG WENTWORTH HOME LENDING		138.80
JG WENTWORTH HOME LENDING		109.81
JG WENTWORTH HOME LENDING INC		140.18
JOHNSTON, DONALD RAEFORD		15.46
KENNERLY, PEGGY H		220.42
KENNERLY, PEGGY H		220.42
KINGSWOOD NC LLC		89.17
KINGSWOOD NC LLC		85.94
KINGSWOOD NC LLC		96.73
KLEBER, JOHN B		521.38
KLINKMAN, VIRGINIA M		129.88
KPUIH, KHI		28.12
KPUIH, KHI		28.12
LEE, JOSEPH L		215.42
LOTTMAN, MARYRICA		144.76
LOTTMAN, MARYRICA		166.55
LOTTMAN, MARYRICA		178.18
LOTTMAN, MARYRICA		178.18
MEACHAM, JANET V		1,664.07
MOORE, MAGGIE B		237.92
PACIFIC OAKS AND ORCHARD, LLC		114.06
PAITARIS, DIMITRIOS		281.72
PETZOLD, SUZANNE B		356.48
PURI, SANKALP		45.45
SANDERS, DANNA		40.46
SOLIMAN, JOSEPH A		390.62

SOUTH BEACH INC	703.62
SOUTH TRYON PLAZA LLC	85.02
STONE, SANDRA C	264.72
TCB NODA MILLS LLC	414.55
UNIQUE SOUTHERN ESTATES LLC	386.14
UNIQUE SOUTHERN ESTATES LLC	304.44
UNIQUE SOUTHERN ESTATES LLC	3,447.87
UNIQUE SOUTHERN ESTATES LLC	279.94
WHITAKER, JOHNNIE	220.92
WHITE, JOHN	130.20
WHITE, MARILYN F	215.41
	<u>\$ 69,373.28</u>

## **A RESOLUTION AUTHORIZING THE REFUND OF PROPERTY TAXES**

Reference is made to the schedule of "Taxpayers and Refunds Requested" attached to the Docket for consideration of the City Council. On the basis of that schedule, which is incorporated herein, the following facts are found:

1. The City-County Tax Collector has collected property taxes from the taxpayers set out on the list attached to the Docket.
2. The City-County Tax Collector has certified that those taxpayers have made proper demand in writing for refund of the amounts set out on the schedule within the required time limits.
3. The amounts listed on the schedule were collected through either a clerical or assessor error.

NOW, THEREFORE, BE RESOLVED by the City Council of the City of Charlotte, North Carolina, in regular session assembled this 14th day of December 2015 that those taxpayers listed on the schedule of "Taxpayers and Refunds Requested" be refunded in the amounts therein set up and that the schedule and this resolution be spread upon the minutes of this meeting.



**Agenda Date:** 12/14/2015

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**Agenda #:** 22.**File #:** 15-2016 **Type:** Consent Item

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## **Resolution of Intent to Abandon a Portion of N. Pine Street**

**Action:**

**A. Adopt a Resolution of Intent to abandon a portion of N. Pine Street, and**

**B. Set a public hearing for January 11, 2016.**

**Staff Resource(s):**

Jeff Boenisch, Transportation

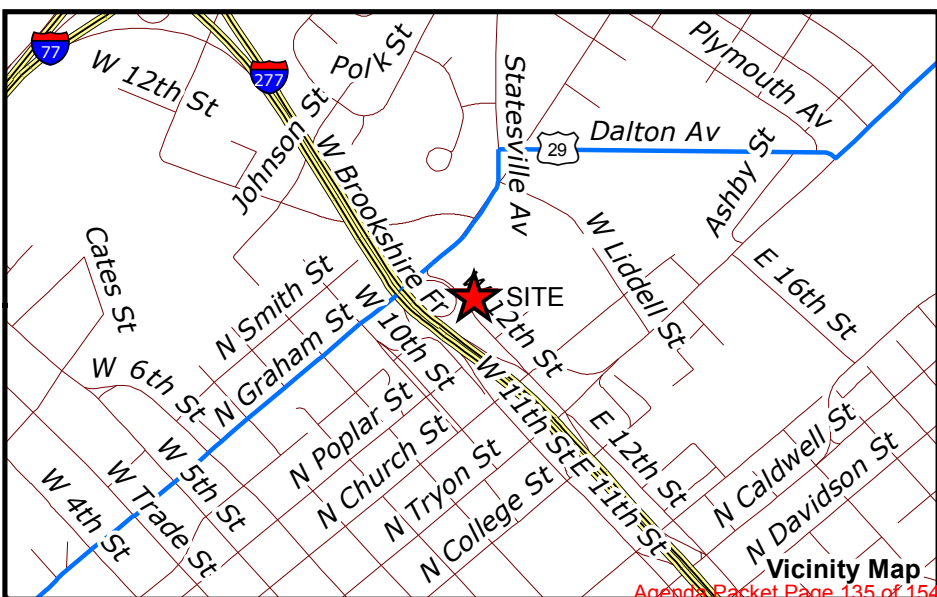
**Explanation**

A portion of N. Pine Street is located in Council District 2.

**Attachment**

Map  
Resolution






**CITY OF CHARLOTTE  
DEPARTMENT OF TRANSPORTATION**

Development Services Division

Right-of-Way Abandonment  
Petition 2015-15

Right-of-Way Abandonment Area

A portion of N. Pine Street 



**RESOLUTION DECLARING INTENT TO ABANDON AND CLOSE a portion of N. Pine Street** in the City of Charlotte, Mecklenburg County, North Carolina

Whereas, **EB Property Company, LLC** has filed a petition to close a portion of N. Pine Street in the City of Charlotte; and

Whereas, a portion of N. Pine Street is a 40-foot wide right-of-way that begins at its intersecting point with E. 12<sup>th</sup> Street, continuing approximately 175 feet in a northeastward direction to its terminus, and consists of 7,153 square feet, as shown in the map marked “Exhibit A” and is more particularly described by metes and bounds in the document marked “Exhibit B” all of which are available for inspection in the office of the City Clerk, City Hall, Charlotte, North Carolina; and

Whereas, the procedure for closing streets and alleys as outlined in North Carolina General Statutes, Section 160A-299, requires that City Council first adopt a resolution declaring its intent to close the street and calling a public hearing on the question; said statute further requires that the resolution shall be published once a week for two successive weeks prior to the hearing, and a copy thereof be sent by registered or certified mail to all owners of property adjoining the street as shown on the county tax records, and a notice of the closing and public hearing shall be prominently posted in at least two places along said street or alley.

Now, therefore, be it resolved, by the City Council of the City of Charlotte, at its regularly scheduled session of December 14, 2015, that it intends to close a portion of N. Pine Street and that the said street (or portion thereof) being more particularly described on a map and calls a public hearing on the question to be held at 7:00pm on Monday, the 11<sup>th</sup> day of January 2016, in CMGC meeting chamber, 600 East 4<sup>th</sup> Street, Charlotte, North Carolina.

The City Clerk is hereby directed to publish a copy of this resolution in the Mecklenburg Times once a week for two successive weeks next preceding the date fixed here for such hearing as required by N.C.G.S. 160A-299.



**Agenda Date:** 12/14/2015

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**Agenda #:** 23.**File #:** 15-2017 **Type:** Consent Item

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**Resolution of Intent to Abandon Portions of N. Myers Street and E. 13<sup>th</sup> Street**

**Action:**

- A. Adopt a Resolution of Intent to abandon portions of N. Myers Street and E. 13<sup>th</sup> Street, and**
- B. Set a public hearing for January 11, 2016.**

**Staff Resource(s):**

Jeff Boenisch, Transportation

**Explanation**

The portions of N. Myers Street and E. 13<sup>th</sup> Street are located in Council District 1.

**Attachment**

Map  
Resolution







**RESOLUTION DECLARING INTENT TO ABANDON AND CLOSE a portion of N. Myers Street and E. 13<sup>th</sup> Street** in the City of Charlotte, Mecklenburg County, North Carolina

Whereas, **Duke Energy** has filed a petition to close a portion of N. Myers Street and E. 13<sup>th</sup> Street in the City of Charlotte; and

Whereas, a portion of N. Myers Street is a 40-foot wide right-of-way that begins at its intersecting point with Belmont Avenue, continuing approximately 380 feet in a southeastward direction to its terminus, and consists of 15,292 square feet; and a portion of E. 13<sup>th</sup> Street is a 40-foot wide right-of-way that begins at an intersecting point with N. Alexander Street and continues approximately 665 feet in a southeastward direction to its terminus over a 25-foot sanitary sewer easement (DB. 9276, PG. 437), and consist of 26,595 square feet as shown in the maps marked “Exhibit A-1 & A-2” and is more particularly described by metes and bounds in the documents marked “Exhibit B-1 & B-2” all of which are available for inspection in the office of the City Clerk, City Hall, Charlotte, North Carolina; and

Whereas, the procedure for closing streets and alleys as outlined in North Carolina General Statutes, Section 160A-299, requires that City Council first adopt a resolution declaring its intent to close the street and calling a public hearing on the question; said statute further requires that the resolution shall be published once a week for two successive weeks prior to the hearing, and a copy thereof be sent by registered or certified mail to all owners of property adjoining the street as shown on the county tax records, and a notice of the closing and public hearing shall be prominently posted in at least two places along said street or alley.

Now, therefore, be it resolved, by the City Council of the City of Charlotte, at its regularly scheduled session of December 14, 2015, that it intends to close a portion of N. Myers Street and E. 13<sup>th</sup> Street and that the said street (or portion thereof) being more particularly described on a map and calls a public hearing on the question to be held at 7:00pm on Monday, the 11<sup>th</sup> day of January 2016, in CMGC meeting chamber, 600 East 4<sup>th</sup> Street, Charlotte, North Carolina.

The City Clerk is hereby directed to publish a copy of this resolution in the Mecklenburg Times once a week for two successive weeks next preceding the date fixed here for such hearing as required by N.C.G.S. 160A-299.



**Agenda Date:** 12/14/2015

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**Agenda #:** 24. **File #:** 15-2003 **Type:** Consent Item

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## Meeting Minutes

**Action:**

**Approve the titles, motions, and votes reflected in the Clerk's record as the minutes of:**

- **November 9, 2015, Business Meeting**
- **November 16, 2015, Zoning Meeting**

**Staff Resource(s):**

Stephanie Kelly, City Clerk's Office



**Agenda Date:** 12/14/2015

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**Agenda #:** 25.**File #:** 15-1937 **Type:** Consent Item

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## **Aviation Property Transaction - 4117 Rockwood Road**

**Action:** **Approve the following property acquisition.**

This property is acquired in accordance with Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for Federal Aviation Administration reimbursement.

**Project:** Aviation Master Plan

**Owner(s):** Paul D Raynor and Alma Colleen Raynor

**Property Address:** 4117 Rockwood Road

**Total Parcel Area:** 5.166 acres

**Property to be acquired by Easements:** N/A

**Structures/Improvements to be impacted:** Single-family Home

**Landscaping to be impacted:** Trees and shrubs

**Zoned:** R-3

**Use:** Single-family Residential

**Tax Code:** 113-134-04 & 113-134-07

**Purchase Price:** \$305,000

**Council District:** N/A



**Agenda Date:** 12/14/2015

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**Agenda #:** 26.**File #:** 15-1218 **Type:** Consent Item

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**Aviation Property Transaction - 6821 Steele Creek Road & 8825 Byrum Drive**

**Action:** **Approve the following property acquisition.**

This property is acquired in accordance with Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for Federal Aviation Administration reimbursement.

**Project:** Aviation Land Acquisition  
**Owner(s):** Davidland, LLC  
**Property Address:** 6821 Steele Creek Road & 8825 Byrum Drive  
**Total Parcel Area:** 31.99 acres (22.391 & 9.599 Acres)  
**Property to be acquired in Fee:** 31.99 acres (22.391 & 9.599 Acres)  
**Property to be acquired by Easements:** N/A  
**Structures/Improvements to be impacted:** N/A  
**Landscaping to be impacted:** Trees and shrubs  
**Zoned:** I-2 (C-D) & I-2  
**Use:** Vacant - (Industrial)  
**Tax Code:** 141-041-07 & 141-041-25  
**Purchase Price:** \$5,625,000  
**Council District:** N/A



**Agenda Date:** 12/14/2015

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**Agenda #:** 27. **File #:** 15-2009 **Type:** Consent Item

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**Property Transactions - McKee Road and Providence Road Intersection Improvements, Parcel #10**

**Action:** **Approve the following Acquisition: McKee Road and Providence Road Intersection Improvements, Parcel #10**

This property is acquired in accordance with Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for North Carolina Department of Transportation reimbursement and Federal Transit Administration reimbursement.

**Project:** McKee Road and Providence Road Intersection Improvements, Parcel #10

**Owner(s):** Hendley Brewer Properties GP

**Property Address:** 10636 Providence Road

**Total Parcel Area:** 22,204 sq. ft. (.510 ac.)

**Property to be acquired by Fee:** 656 sq. ft. (.015 ac.) in Fee Simple

**Property to be acquired by Easements:** 878 sq. ft. (.02 ac.) in Temporary Construction Easement, plus 874 sq. ft. (.02 ac.) in Utility Easement

**Structures/Improvements to be impacted:** None

**Landscaping to be impacted:** Shrubs

**Zoned:** B-1

**Use:** Commercial

**Tax Code:** 225-112-12

**Purchase Price:** \$45,000

**Council District:** 7



Agenda Date: 12/14/2015

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Agenda #: 28.File #: 15-2010 Type: Consent Item

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## Property Transactions - Orr Road Extension, Parcel #2

**Action:** Approve the following Acquisition: Orr Road Extension, Parcel #2

**Project:** Orr Road Extension, Parcel #2

**Owner(s):** Jayantilal Patel

**Property Address:** 5905 and 5919 North Tryon Street

**Total Parcel Area:** 23,479 sq. ft. (.539 ac.)

**Property to be acquired by Easements:** 420 sq. ft. (.01 ac.) in Sidewalk and Utility Easement, plus 5,370 sq. ft. (.123 ac.) in Temporary Construction Easement, plus 70 sq. ft. (.002 ac.) in Utility Easement

**Structures/Improvements to be impacted:** None

**Landscaping to be impacted:** Trees

**Zoned:** B-2

**Use:** Commercial

**Tax Code:** 089-203-01

**Purchase Price:** \$15,000

**Council District:** 4



Agenda Date: 12/14/2015

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Agenda #: 29.File #: 15-2012 Type: Consent Item

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**Property Transactions - 10th/ Central/ Louise Pedestrian Improvements, Parcel #6**

**Action:** Approve the following Condemnation: 10th/Central/Louise Pedestrian Improvements, Parcel #6

**Project:** 10th/Central/Louise Pedestrian Improvements, Parcel #6

**Owner(s):** Dobrila Avramovie

**Property Address:** 1427 East Tenth Street

**Total Parcel Area:** 4,842 sq. ft. (.111 ac.)

**Property to be acquired by Easements:** 173 sq. ft. (.004 ac.) in Temporary Construction Easement

**Structures/Improvements to be impacted:** None

**Landscaping to be impacted:** None

**Zoned:** B-2

**Use:** Commercial

**Tax Code:** 081-114-24

**Appraised Value:** \$300

**Property Owner's Concerns:** The property owner is concerned that the construction would interrupt patio dining at the restaurant. The property owner is concerned about the compensation.

**City's Response to Property Owner's Concerns:** Staff agreed to the expedited time frames for construction on this project.

**Recommendation:** To avoid delay in the project schedule, staff recommends proceeding to condemnation during which time negotiations can continue, mediation is available, and if necessary, just compensation can be determined by the court.

**Council District:** 1



Agenda Date: 12/14/2015

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Agenda #: 30.File #: 15-1756 Type: Consent Item

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## Property Transactions - Baucom Road Connector, Parcel #1

**Action:** Approve the following Condemnation: Baucom Road Connector, Parcel #1

**Project:** Baucom Road Connector, Parcel #1

**Owner(s):** Richard John Baustert, Connie H. Baustert, James Paul Baustert, and Edna M. Baustert

**Property Address:** 3100 Baucom Road

**Total Parcel Area:** 102,754 sq. ft. (2.359 acres)

**Property to be acquired by Fee:** 21,624 sq. ft. (.496 ac.) in Fee Simple, plus 6,087 sq. ft. (.14 ac.) in Fee Simple within Existing Right-of-Way

**Property to be acquired by Easements:** 1,160 sq. ft. (.027 ac.) in Storm Drainage Easement, plus 5,458 sq. ft. (.125 ac.) in Slope Easement, plus 5,002 sq. ft. (.115 ac.) in Temporary Construction Easement

**Structures/Improvements to be impacted:** None

**Landscaping to be impacted:** None

**Use:** Office

**Tax Code:** 027-031-15

**Appraised Value:** \$85,450

**Property Owner's Counteroffer:** \$282,694

**Property Owner's Concerns:** The property owner is concerned that the proposed acquisition areas will damage the remaining property and has requested for the City to purchase the entire property. The property owner does not agree with the compensation amount offered.

**City's Response to Property Owner's Concerns:** Staff changed the design to minimize impacts to the property and explained acquisition areas necessary will not hinder future development. Therefore, the City is unable to purchase the entire property.

**Recommendation:** To avoid delay in the project schedule, staff recommends proceeding to condemnation during which time negotiations can continue, mediation is available and if necessary, just compensation can be determined by the court.

**Council District:** 2





Agenda Date: 12/14/2015

Agenda #: 31.File #: 15-1881 Type: Consent Item

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## Property Transactions - McKee Road and Providence Road Intersection Improvements, Parcel #2

**Action:** Approve the following Condemnation: McKee Road and Providence Road Intersection Improvements, Parcel #2

This property is acquired in accordance with Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for North Carolina Department of Transportation reimbursement and Federal Transit Administration reimbursement.

**Project:** McKee Road and Providence Road Intersection Improvements, Parcel #2

**Owner(s):** Providence Park Office Condominium Association, Inc.

**Property Address:** 10815 Sikes Place

**Total Parcel Area:** 76,913 sq. ft. (1.766 acres)

**Property to be acquired by Fee:** 4,358 sq. ft. (.1 ac.) in Fee Simple

**Property to be acquired by Easements:** 1,979 sq. ft. (.045 ac.) in Temporary Construction Easement, plus 4,770 sq. ft. (.11 ac.) in Utility Easement

**Structures/Improvements to be impacted:** Irrigations system, brick monument signs, and ground lighting

**Landscaping to be impacted:** Trees, shrubs, and various plantings

**Use:** Commercial Condominium

**Tax Code:** 231-04C-99

**Appraised Value:** \$117,475

**Property Owner's Counteroffer:** \$276,534.17

**Property Owner's Concerns:** The property owner is concerned that the property will be non-conforming after the construction due to the removal of landscaping that was required when the property was developed and the location of the utility easement, which does not allow mature trees to be planted near the road. The property owner is also concerned with amount of compensation being offered.

**City's Response to Property Owner's Concerns:** Staff explained that if any required landscaping is removed by the City and/or its contractors as a result of the project, the property will be considered legally non-conforming. Staff also explained that the utility pole and spanning of the lines would not allow for the utility easement to be relocated.

**Recommendation:** To avoid delay in the project schedule, staff recommends proceeding to condemnation during which time negotiations can continue, mediation is available, and if necessary, just compensation can be determined by the court.

**Council District:** 7



**Agenda Date:** 12/14/2015

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**Agenda #:** 32.**File #:** 15-2014 **Type:** Consent Item

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**Property Transactions - Lyon Court Storm Drainage Improvement Project, Parcel #142**

**Action:** **Approve the following Condemnation: Lyon Court Storm Drainage Improvement project, Parcel #142**

**Project:** Lyon Court Storm Drainage Improvement project, Parcel #142

**Program:** Flood Control

**Owner(s):** Kevin F. Devin

**Property Address:** 1614 The Plaza

**Total Parcel Area:** 12,696 sq. ft. (.291 ac.)

**Property to be acquired by Easements:** 1,022 sq. ft. (.023 ac.) in Storm Drainage Easement, plus 2,207 sq. ft. (.051 ac.) in Temporary Construction Easement

**Structures/Improvements to be impacted:** None

**Landscaping to be impacted:** Trees and various plantings

**Zoned:** R-5

**Use:** Single-family Residential

**Tax Code:** 095-079-03

**Appraised Value:** \$13,025

**Property Owner's Concerns:** The property owner was concerned with tree and fence loss along with parking during construction.

**City's Response to Property Owner's Concerns:** City staff worked with the property owner to protect some trees and answered questions concerning fence and driveway replacement.

**Recommendation:** To avoid delay in the project schedule, staff recommends proceeding to condemnation during which time negotiations can continue, mediation is available, and if necessary, just compensation can be determined by the court.

**Council District:** 1



Agenda Date: 12/14/2015

Agenda #: 33.File #: 15-2013 Type: Consent Item

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## Property Transactions - Nevin/Gibbon Road Sidewalk, Parcel #10

**Action: Approve the following Condemnation: Nevin/Gibbon Road Sidewalk, Parcel #10**

This property is acquired in accordance with Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for North Carolina Department of Transportation reimbursement and Federal Transit Administration reimbursement.

**Project:** Nevin/Gibbon Road Sidewalk, Parcel #10

**Owner(s):** Vlastimil Didik

**Property Address:** 5340 Nevin Road

**Total Parcel Area:** 40,879 sq. ft. (.938 ac.)

**Property to be acquired by Fee:** 12,311 sq. ft. (.283 ac.) in Fee Simple within Existing Right-of-Way

**Property to be acquired by Easements:** 368 sq. ft. (.008 ac.) in Temporary Construction Easement

**Structures/Improvements to be impacted:** None

**Landscaping to be impacted:** None

**Zoned:** R-12

**Use:** Multi-family

**Tax Code:** 045-152-18

**Appraised Value:** \$100

**Property Owner's Counteroffer:** \$2,000

**Property Owner's Concerns:** The property owner is concerned that the temporary easement area will affect his plans to build on the land.

**City's Response to Property Owner's Concerns:** Staff informed the property owner that it's a small temporary easement and should not affect his plans to build.

**Recommendation:** To avoid delay in the project schedule, staff recommends proceeding to condemnation during which time negotiations can continue, mediation is available, and if necessary, just compensation can be determined by the court.

**Council District:** 2



**Agenda Date: 9/28/2015**

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**Agenda #: 34.File #: 15-1471 Type: Consent Item**

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## **Reference - Property Acquisitions and Condemnations**

- The City has negotiated in good faith to acquire the properties set forth below
- For acquisitions, the property owner and staff have agreed on a price based on appraisals and/or estimates.
- In the case of condemnations, the value was established by an independent, certified appraisal followed by a third-party appraisal review.
- Real Estate staff diligently attempts to contact all property owners by:
  - Sending introductory letters via regular and certified mail;
  - Making several site visits;
  - Leaving door hangers and business cards;
  - Seeking information from neighbors;
  - Searching the internet
  - Obtaining title abstracts, and
  - Leave voice messages
- For most condemnation cases, City staff and the property owner(s) have been unable to reach a settlement. In some cases, condemnation is necessary to ensure a clear title to the property.
- If the City Council approves the resolutions, the City Attorney's office will initiate condemnation proceedings. As part of the condemnation process, real estate staff and the City Attorney's Office will continue to negotiate, including court-mandated mediation, in an attempt to resolve the matter. Most condemnation cases are settled by the parties prior to going to court.
- If a settlement cannot be reached, the case will proceed to a trial before a judge or jury to determine "just compensation."
- Full text of each resolution is on file with the City Clerk's Office.
- The definition of easement is a right created by grant, reservation, agreement, prescription, or necessary implication, which one has in the land of another, it is either for the benefit of land, such as right to cross A to get to B, or "in gross", such as public utility easement.
- The definition of fee simple is an estate under which the owner is entitled to unrestricted powers to dispose of the property, and which can be left by will or inherited, commonly, synonym for ownership.



**Agenda Date: 9/28/2015**

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**Agenda #: 35.File #: 15-1473 Type: Consent Item**

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## **Reference - Property Transaction Process**

### **Property Transaction Process Following Council Approval for Condemnation**

The following overview is intended to provide further explanation for the process of property transactions that are approved by City Council for condemnation.

Approximately six weeks of preparatory work is required before the condemnation lawsuit is filed. During this time, City staff continues to negotiate with the property owner in an effort to reach a mutual settlement.

- If a settlement is reached, the condemnation process is stopped, and the property transaction proceeds to a real estate closing.
- If a settlement cannot be reached, the condemnation lawsuit is filed. Even after filing, negotiations continue between the property owner and the City's legal representative. Filing of the condemnation documents allows:
  - The City to gain access and title to the subject property so the capital project can proceed on schedule.
  - The City to deposit the appraised value of the property in an escrow account with the Clerk of Court. These funds may be withdrawn by the property owner immediately upon filing, and at any time thereafter, with the understanding that additional funds transfer may be required at the time of final settlement or at the conclusion of litigation.
- If a condemnation lawsuit is filed, the final trial may not occur for 18 to 24 months; however, a vast majority of the cases settle prior to final trial. The City's condemnation attorney remains actively engaged with the property owner to continue negotiations throughout litigation.
  - North Carolina law requires that all condemnation cases go through formal non-binding mediation, at which an independent certified mediator attempts to facilitate a successful settlement. For the minority of cases that do not settle, the property owner has the right to a trial by judge or jury in order to determine the amount of compensation the property owner will receive.



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## Reference - Charlotte Business INclusion Policy

The following excerpts from the City's Charlotte Business INclusion Policy are intended to provide further explanation for those agenda items which reference the Charlotte Business INclusion Policy in the business meeting agenda.

### Part A: Administration & Enforcement

**Appendix Section 20: Contract:** For the purposes of establishing an MWSBE subcontracting goal on a Contract, the following are examples of contract types:

- Any agreement through which the City procures services from a Business Enterprise, other than Exempt Contracts.
- Contracts include agreements and purchase orders for (a) construction, re-construction, alteration and remodeling; (b) architectural work, engineering, surveying, testing, construction management and other professional services related to construction; and (c) services of any nature (including but not limited to general consulting and technology-related services) , and (d) apparatus, supplies, goods or equipment.
- The term "Contract" shall also include Exempt Contracts for which an SBE, MBE or WBE Goal has been set.
- Financial Partner Agreements, Development Agreements, and Construction Manager-at-Risk Agreements shall also be deemed "Contracts," but shall be subject to the provisions referenced in the respective Parts of the Charlotte Business INclusion Program Policy.

**Appendix Section 27: Exempt Contracts:** Contracts that fall within one or more of the following categories shall be "Exempt Contracts" from all aspects of the Charlotte Business INclusion Policy, unless the Department responsible for procuring the Contract decides otherwise:

**No Competitive Process Contracts:** Contracts or purchase orders that are entered into without a competitive process, or entered into based on a competitive process administered by an entity other than the City shall be Exempt Contracts, including but not limited to contracts that are entered into by sole sourcing, piggybacking, buying off the North Carolina State contract, buying from a competitive bidding group purchasing program as allowed under G.S. 143-129(e)(3), or using the emergency procurement procedures established by the North Carolina General Statutes.

**Managed Competition Contracts:** Managed competition contracts pursuant to which a City Department or division competes with Business Enterprises to perform a City function shall be Exempt Contracts.

**Real Estate Leasing and Acquisition Contracts:** Contracts for the acquisition or lease of real estate

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shall be Exempt Contracts.

**Federal Contracts Subject to DBE Requirements:** Contracts that are subject to the U.S. Department of Transportation Disadvantaged Business Enterprise Program as set forth in 49 CFR Part 26 or any successor legislation shall be Exempt Contracts.

**State Contracts Subject to MWBE Requirements:** Contracts for which a minority and women business participation goal is set pursuant to G.S. 143-128.2(a) due to a building project receiving funding from the State of North Carolina shall be Exempt Contracts.

**Financial Partner Agreements with DBE or MWBE Requirements:** Contracts that are subject to a disadvantaged business development program or minority and women business development program maintained by a Financial Partner shall be Exempt Contracts.

**Interlocal Agreements:** Contracts with other units of federal, state, or local government shall be Exempt Contracts.

**Contracts for Legal Services:** Contracts for legal services shall be Exempt Contracts, unless otherwise indicated by the City Attorney.

**Contracts with Waivers:** Contracts for which the SBO Program Manager or the City Manager waives the SBO Program requirements shall be Exempt Contracts (such as when there are no SBE subcontracting opportunities on a Contract).

**Special Exemptions:** Contracts where the Department and the Program Manager agree that the Department had no discretion to hire an SBE (e.g., emergency contracts or contracts for banking or insurance services) shall be Exempt Contracts.

**Appendix Section 35: Informal Contracts:** Contracts and purchase orders through which the City procures services from a Business Enterprise that fall within one of the following two categories:

**Construction Contracts Less Than or Equal To \$500,000:**

**Service and Commodities Contracts That Are Less Than or Equal To \$100,000:**

**Part B: Formal Construction Bidding**

**Part B: Section 2.1:** When the City Solicitation Documents for a Construction Contract contain an MWSBE Goal, each Bidder must either: (a) meet the MWSBE Goal, or (b) comply with the Good Faith Negotiation and Good Faith Efforts requirements. Failure to do so constitutes grounds for rejection of the Bid. The City Solicitation Documents will contain certain forms that Bidders must complete to document having met these requirements.

**Part B: Section 2.3:** No Goals When There Are No Subcontracting Opportunities.

The City shall not establish Subcontracting Goals for Contracts where: a) there are no subcontracting opportunities identified for the Contract; or b) there are no SBEs, MBEs or WBEs (as applicable) to perform scopes of work or provide products or services that the City regards as realistic opportunities for subcontracting.

**Part C: Services Procurement**

**Part C: Section 2.1:** When the City Solicitation Documents for a Service Contract do not contain an SBE Goal, each Proposer must negotiate in good faith with each MWSBE that responds to the Proposer's solicitations and each MWSBE that contacts the Proposer on its own accord. Additionally, the City may negotiate a Committed SBE Goal with the successful Proposer after the Proposal Opening.

**Part C: Section 2.1:** No Goal When There Are No MWSBE Subcontracting Opportunities. The City shall not establish an MWSBE Goal for Service Contracts where there are no MWSBEs certified to perform the scopes of work that the City regards as realistic opportunities for subcontracting.

**Part D: Post Contract Award Requirements**

**Part D: Section 6:** New Subcontractor Opportunities/Additions to Scope, Contract Amendments

If a Contractor elects to subcontract any portion of a Contract that the Contractor did not previously identify to the City as a subcontracting opportunity, or if the scope of work on a Contract increases for any reason in a manner that creates a new MWSBE subcontracting opportunity, the City shall either:

- Notify the Contractor that there will be no Supplemental MWSBE Goal for the new work; or
- Establish and notify the Contractor of a Supplemental MWSBE Goal for the new work.