City of Charlotte

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

Meeting Agenda

Monday, April 10, 2017

Council Chambers

City Council Business Meeting

Mayor Jennifer W. Roberts
Mayor Pro Tem Vi Lyles
Council Member Dimple Ajmera
Council Member Al Austin
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
5:00 P.M. DINNER BRIEFING, CHARLOTTE-MECKLENBURG GOVERNMENT CENTER, ROOM 267

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Call to Order

Roll Call

Introductions

Invocation

Pledge of Allegiance

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Adjournment
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CITY COUNCIL MEETING
Monday, April 10, 2017

In addition to the previously advertised public hearing items, Departments have asked that the time sensitive items listed below not be deferred.

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<thead>
<tr>
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<th>Title</th>
</tr>
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<tbody>
<tr>
<td>8</td>
<td>Public Hearing for General Aviation Revenue Bonds</td>
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</table>
City of Charlotte

Agenda Date: 4/10/2017

Agenda #: 1 File #: 15-5400 Type: Dinner Briefing

Agenda Overview

Staff Resource(s):
Marcus Jones, City Manager
Mayor and Council Consent Item Questions

Staff Resource(s):
Ann Wall, City Manager’s Office

Time: 5 minutes

Synopsis
Mayor and Council may ask questions about Consent agenda items. Staff will address questions at the end of the dinner meeting.
Economic Development Financial Partners Workplan

Staff Resource(s):
Randy Harrington, Management and Financial Services
Rachel Wood, Strategy and Budget

Time: 1 hour and 15 minutes

Explanation

- Financial Partners are contracted by the City of Charlotte to provide specific services to the community that are aligned with the City's Focus Areas and other strategic priorities.
- The types of financial partnerships are diverse and include several agencies that promote and contribute to the economic development of the Charlotte-Mecklenburg region.
- Economic Development Financial Partners include:
  - Charlotte Center City Partners
  - University City Partners
  - Charlotte Regional Visitors Authority
  - Charlotte Regional Partnership
- Two of the City’s current Economic Development Financial Partners, Charlotte Center City Partners and University City Partners, administer the City’s Municipal Service Districts. Per state statute, agencies providing services for Municipal Service Districts are required to provide an annual workplan report to City Council.
- In an effort to help describe and delineate the roles of the City’s various Economic Development Financial Partners, all four of the City’s Economic Development Financial Partners will present a workplan presentation to City Council.

Future Action

- This presentation is for information purposes only.
- Preliminary Fiscal Year 2018 Financial Partner funding recommendations will be presented during the April 12, 2017, Council Budget Workshop.
- Financial Partner funding recommendations will be included in the City Manager’s Fiscal Year 2018 Recommended Budget presentation on May 1, 2017.
- Final Financial Partner funding levels will be included in the June 12, 2017, budget adoption agenda item.
Charlotte-Mecklenburg Police Department Central Division Office

Staff Resource(s):
Kerr Putney, Police
Jennifer Smith, Engineering and Property Management
Tony Korolos, Engineering and Property Management

Time: 20 Minutes

Explanation
- The Central Division of the Charlotte-Mecklenburg Police Department (CMPD) is currently located in a leased facility at the corner of 7th Street and College Street.
- Bank of America owns the property and has informed the City that the Police must vacate the facility because it intends to sell the property.
- CMPD and Engineering and Property Management considered over 10 properties for the potential new location for a City-owned Central Division station.
- The lease at the current location expires July 31, 2018.

Future Action
- On April 24, 2017, City Council will be asked to approve the following:
  - Design contract with ADW Architects,
  - Condemnation of the 0.17 acre parcel at 700 West 5th Street, and
  - Authorize the City Manager to approve Business Relocation Payments for the tenants located at 700 West 5th Street.
- A budget adjustment will be included in the Fiscal Year 2018 Community Investment Plan.
- At a future date, Engineering and Property Management will request Council to approve a lease extension with Bank of America until the future station can be built.
Answers to Mayor and Council Consent Item Questions

Staff Resource(s):
Ann Wall, City Manager’s Office

Time: 10 minutes

Synopsis
Staff responses to questions from the beginning of the dinner meeting.
Agenda #: 6. File #: 15-5325 Type: Consent Item

Consent agenda items 12 through 35 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. Items that have not been pulled, and
B. Items with citizens signed up to speak to the item.
Fair Housing Month Proclamation

**Action:**
Mayor Roberts will read a proclamation recognizing the month of April 2017 as Fair Housing Month.
Public Hearing for General Aviation Revenue Bonds

Action:
Public hearing related to issuance of up to $235 million in General Aviation Revenue Bonds, $155 million in refunding General Aviation Revenue Bonds, and up to $175 million in revenue bond anticipation notes.

Staff Resource(s):
Brent Cagle, Aviation
Randy Harrington, Management and Financial Services
Mike Hill, Aviation
Teresa Smith, Management and Financial Services

Explanation
- The United States Internal Revenue Service requires a public hearing on new tax-exempt debt funded projects.
- At the March 27, 2017 City Council Business meeting, City Council set a public hearing for General Aviation Revenue Bonds (GARB) expected to be issued in June 2017.
- The 2017 GARBs will provide long-term financing for the following projects which are part of the Aviation Community Investment Plan:
  - Terminal Complex Improvements
    - Concourse A Expansion - Phase I (9 Gates)
    - Terminal Lobby Expansion Design
    - Concourse E Baggage Transfer Station
    - Terminal Rehabilitation Design
    - Energy Infrastructure Upgrades - Phase II
    - East Terminal Expansion - Phase II-Design
    - Concourse E Airline Space Addition
  - Airfield Improvements
    - West Ramp Expansion Phase I - Design
    - West Ramp Expansion Phase I - Construction
  - Ground Transportation Projects
    - Long Term 2 Parking Lot Expansion
    - Other Long Term Parking Lot Improvements
    - Business Valet Parking Deck II
  - Airport Services and Facilities Projects
    - Vehicle Maintenance Facility
    - Little Rock Road Extension
  - Other Projects
    - Concessions Distribution Warehouse - Design
- The 2017 Bond Anticipation Note will provide short-term financing for the following projects:
  - Terminal Complex Improvements
    - Terminal Lobby Expansion - Construction
    - Terminal Rehabilitation - Construction
Terminal Rehabilitation - Incidental Projects
- Terminal Fuel Farm Expansion Phase III
- East Terminal Expansion - Phase II Construction
  - Airport Services and Facilities Projects
    - Joint Operations Center
  - Other Projects
    - Concession Distribution Warehouse - Construction

The bond order will be amended and restated concurrent with this issue for all outstanding Airport debt, reflecting the current marketplace and changes made in the 2016 Airline Lease Agreement. The City Council will be asked to initiate the process to make these changes at the City Council Business Meeting on April 24, 2017.

Both long- and short-term GARB notes are secured by Airport revenue. Signatory airlines have approved the projects.

Prior to debt issuance, an outside feasibility study must be completed that indicates sufficient revenues will be available to pay the debt. This feasibility study is currently underway.

The debt issuances must be approved by the Local Government Commission (LGC).

Next Steps
- At the April 24, 2017 City Council Business meeting, City Council will be asked to approve the adoption of the amended and restated bond order and approve resolutions.
- The LGC is scheduled to approve the application regarding these issuances on May 2, 2017.
- The GARB issuance is scheduled to close on June 1, 2017 and the notes later in June.

Fiscal Note
Funding: Airport Debt Service Fund
City Manager’s Report
Nominations to Neighborhood Matching Grants Fund

Action:
Nominate citizens to serve as specified.

Staff Resource(s):
Stephanie Kelly, City Clerk’s Office

Explanation
- One City staff employee recommendation by the City Manager for a full two-year term beginning April 16, 2017 and ending April 15, 2019.
  - Sarah Hazel has been recommended by the City Manager.
  - The letter of recommendation is included with the application.
- One appointment in the Business Representative category for a full two-year term beginning April 16, 2017 and ending April 15, 2019.
  - Michelle Allen has resigned.
- One appointment in the Neighborhood Representative category for a full two-year term beginning April 16, 2017 and ending April 15, 2019.
  - Doug Jones is eligible and interested in being reappointed.
- One appointment in the Neighborhood Representative category for a partial term beginning immediately and ending April 15, 2018.
  - Will Russell did not meet attendance requirements.

Attachment(s)
Neighborhood Matching Grants Fund Applicants
The Neighborhood Matching Grants Program (NMG) awards funds to eligible neighborhood-based organizations to make neighborhoods better places to live, work, play and shop. The program was created in 1992 to promote the City of Charlotte's neighborhood focus by achieving four primary goals: build neighborhood capacity and participation, allow neighborhoods to self-determine improvement priorities, leverage citizen involvement and resources to revitalize and reinvest in low and moderate income neighborhoods and stimulate development of partnerships between City and community groups. The Neighborhood Matching Grants Program seeks to support projects and programs that demonstrate community-wide benefit with a goal of improving quality of life.

Citywide Review Team responsibilities include review, technical assistance, quality control and approval of applications with funding requests between $10,001 and $25,000. The committee also acts as an advisory group on issues affecting the Neighborhood Matching Grants Fund and discusses recommendations to be submitted to City Council for review and approval.

COMMITTEE MEMBERS
11 Members, appointed by City Council - 5 neighborhood representatives from within program boundaries (Northwest, Northeast, Southeast, Southwest), 2 non-profit sector representatives, 2 business representatives, 1 city staff employee recommended by City Manager and 1 school system employee recommended by Superintendent of School System.

MEMBERSHIP
City appointees are subject to City Council’s Attendance and Anti-Harassment Policies and Code of Ethics, Gift Policy and Disclosure Requirements for members of boards.

MEETING INFORMATION
Meeting Day – 3 times, annually (May, Aug, and Nov)
Meeting Time - 12:00 p.m.
Meeting Location - Old City Hall (600 East Trade Street)
Time Commitment - 12 hours per year

ADDITIONAL INFORMATION
Website: http://charlottenc.gov/NSG/CE/NMG/Pages/default.aspx

BOARD HISTORY

BOARD DOCUMENTS
N/A

BOARD DOCUMENT (2)
N/A

BOARD DOCUMENTS (3)
N/A
### BOARD ROSTER

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<thead>
<tr>
<th>Name</th>
<th>Term</th>
<th>Start Date - End Date</th>
<th>Office</th>
<th>Position</th>
<th>Category</th>
<th>Appointed By</th>
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<tr>
<td>KELLIE ANDERSON</td>
<td>2nd Term</td>
<td>Apr 16, 2016 - Apr 15, 2018</td>
<td>Office Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>Non Profit Organization</td>
<td>City Council</td>
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<tr>
<td>THOMAS BURCH</td>
<td>2nd Term</td>
<td>Apr 16, 2016 - Apr 15, 2018</td>
<td>Office Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>Neighborhood Organizational Leader</td>
<td>City Council</td>
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<tr>
<td>CLAIRE CRAIG-LANE</td>
<td>2nd Term</td>
<td>Apr 16, 2016 - Apr 15, 2018</td>
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<td>Board Member</td>
<td>Non Profit Organization</td>
<td>City Council</td>
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<td>WILLIAM H HUGHES</td>
<td>1st Term</td>
<td>Apr 16, 2016 - Apr 15, 2018</td>
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<td>Neighborhood Representative</td>
<td>City Council</td>
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<tr>
<td>DOUG JONES</td>
<td>1st Term</td>
<td>Apr 16, 2015 - Apr 15, 2017</td>
<td>Office Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>Neighborhood Representative</td>
<td>City Council</td>
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<td>LAURA S MCCLETTIE</td>
<td>1st Term</td>
<td>Apr 16, 2016 - Apr 15, 2018</td>
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<td>Business Representative</td>
<td>City Council</td>
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<td>SARAH RICHARDS</td>
<td>1st Term</td>
<td>Apr 16, 2015 - Apr 15, 2017</td>
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<td>Board Member</td>
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<td>City Council</td>
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<td>JAMES C WHITE III</td>
<td>1st Term</td>
<td>Apr 16, 2016 - Apr 15, 2018</td>
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<td>Apr 16, 2016 - Apr 15, 2019</td>
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*Note: All terms are for the Neighbors Matching Grants Fund.*
RECOMMENDED BY
THE CITY MANAGER
Letter of Recommendation

Neighborhood Matching Grants Fund

It is my pleasure to recommend Sarah Hazel to the Neighborhood Matching Grant Fund to support the program’s goals of building neighborhood capacity and participation, allowing neighborhoods to self-determine improvement priorities, leverage citizen involvement and resources to revitalize and reinvest in low and moderate income neighborhoods and stimulate development partnership between City and community groups.

Sarah has been working in the City Manager’s Office since 2014, and since then has initiated several, creative capacity building initiatives that touch communities in Charlotte, including the No Barriers Project, a project aimed at providing an engagement framework for abutting neighborhood residents to redesign and rethink a common park space that has been seen as a barrier between neighborhoods. She has a strong passion for neighborhood involvement and partnerships and she is committed to providing opportunities to celebrate the rich and diverse neighborhoods in Charlotte, and leverage tools to improve the quality of life of all Charlotteans. For all of these reasons, I believe she is an excellent fit for this role, and will benefit the Board over the term of her appointment.

Best regards,
Kate McCoy

Office of the City Manager: 800 East Fourth Street Charlotte, NC 28202-2840 704/336-2241
List any boards you are currently serving on:

I am currently not serving on any of the Charlotte boards, as I work for the City. In the community, I serve on the following boards: Generation Nation Board - 100 Love Notes Foundation Board - Engaging Local Government Leaders, Southeast Advisory Board

List any boards you have served on in the past:

None, other than what you see here.

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

If you answered “Yes” to question above - When did you complete the academy?

Which Boards would you like to apply for?

Neighborhood Matching Grants Fund

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

I am a strong proponent of the Neighborhood Matching Grant Program, and its mission of building capacity in low to moderate income neighborhoods through a process of self-determination of improvement priorities and projects. I believe that our neighborhood leaders and community partnerships are what makes our City stronger, more viable, and increasingly resilient. The opportunities that Neighborhood Matching Grants Fund affords extend well beyond the projects, as they provide a platform and forum for community building and community - City relationship building. I would be honored to be a part of that.

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

My professional background prior to local government is in grassroots organizing, advocacy, and fundraising in cities across the Country. As a result of that varied experience, I bring perspective, a passion and inclination towards cultivating leaders of all kinds, and leveraging resources to help them achieve their goals. I believe in the power of government to be transformational, and that is why I pursued a Master’s Degree in Public Administration, where I focused on an array of topics including capacity building work, finance, and civic engagement. In my work in the City of Charlotte, as Assistant to the City Manager, one component of my job has been working across agencies to initiate the Knight Foundation grant funded community building work, the No Barriers Project which aimed to provide a framework for abutting neighborhoods to reimagine a shared park space together, that has been perceived as a social, racial, and economic barrier. Because I have a background working in diverse communities, I have a citywide perspective, but also an understanding at the micro level of what it takes to pull off community events, and initiatives, I am equipped to act as a reviewer for the board and a champion for the program.

City of Charlotte

Current Employer:

<1

Years in current position:

Assistant to the City Manager - Special Projects

Job Title:

Brief description of duties:

Smart District, Smart City Core Team - Focusing on project planning, human capital component of work, and pilot project initiatives Innovation and Engagement - Promotes innovation citywide through design thinking labs (i2Labs), Can Do Signs project, Gov Porch, Open Streets) Public Records Program Management - Leads records management program with a goal of achieving consistency and meeting program milestones including retention schedules, file plans, purge days, training support

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:

---

I don’t believe so, but I do want to note that I live in a neighborhood that is matching grant eligible, but I am assuming that there are procedures in place to avoid my influence over my own neighborhood becoming a recipient of a grant.

Graduate School
Education:

If you selected ‘Other’ for education, please specify below:

Additional Education History:

Professional Project Management Coursework, Project Management Institute

Steven
Spouse’s Name:

King
Spouse’s Employer

Asst. National Director
Spouse’s Job Title

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

Via Community Engagement Staff
If you selected ‘Other’, please explain:

Board Specific Questions

---

Question applies to Neighborhood Matching Grants Fund

None of the Above
Which category, if any, do you fall under?

City employee
If you selected ‘Other’ please explain

If you selected ‘Other’, please explain:

---

Boards /Commissions Disclaimer

I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City’s use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I understand that affixing my name in this form is deemed an electronic signature that has the effect of a written signature and will be presumed a valid signature, absent notification otherwise. I hereby acknowledge that this application and information provided herein may constitute a public record, and as such, may be released in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:
BUSINESS REPRESENTATIVE CATEGORY
City Of Charlotte Boards & Commissions  
Submit Date: Feb 19, 2017  
Status: submitted

**Profile**

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<thead>
<tr>
<th>First Name</th>
<th>Middle Initial</th>
<th>Last Name</th>
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<tbody>
<tr>
<td>David</td>
<td></td>
<td>Allen</td>
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<table>
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<tr>
<td><a href="mailto:david.allen@oracleelevator.com">david.allen@oracleelevator.com</a></td>
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<tr>
<th>Street Address</th>
<th>Suite or Apt</th>
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<tr>
<td>5843 Charing Place</td>
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**Is your mailing address the same as your home address?**

- ☐ Yes  ☑ No

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

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<th>Mobile: (704) 649-4235</th>
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<table>
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<tr>
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**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

**Have you completed the City’s Civic Leadership Academy?**

- ☐ Yes  ☑ No

If you answered “Yes” to question above. When did you complete the academy?

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

- Neighborhood Matching Grants Fund

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

I wanted to get more involved with City.

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

I have an extensive business and construction background as an elevator contractor for the last 7 years in Charlotte. I graduated from UNCC and hold an advanced degree from Barry University in Miami. I feel like I am a consensus builder and would love to get involved.

**Oracle Elevator Company**

<table>
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<th>Current Employer:</th>
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<table>
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<tr>
<th>Years in current position:</th>
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<tbody>
<tr>
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</table>

**General Manager Carolinas**

<table>
<thead>
<tr>
<th>Job Title:</th>
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</table>
Brief description of duties:
Elevator Contractor responsible for the modernization, repair and install of various vertical transportation units throughout the area. Responsible for overall P&L, Balance Sheet for a 9MM business employing 19 people.

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:

Graduate School
Education:

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

Additional Education History:

Elizabeth K. Allen
Spouse's Name:

Novant
Spouse's Employer:

Nurse
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:

Board Specific Questions

Question applies to Neighborhood Matching Grants Fund
Business representative
Which category, if any, do you fall under?

If you selected 'Other', please explain:

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

David V. Allen
Page 3 of 5

David V. Allen
Page 4 of 5
I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I understand that affixing my name in this form is deemed an electronic signature that has the effect of a written signature and will be presumed a valid signature, absent notification otherwise. I hereby acknowledge that this application and information provided herein may constitute a public record, and as such, may be released in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

☐ I Agree

David V. Allen

Please print your name below:
List any boards you are currently serving on:

None Currently

List any boards you have served on in the past:

YWCA of Greater Columbia Wachovia Volunteers

Have you completed the City's Civic Leadership Academy?

☐ Yes ☐ No

If you answered "Yes" to question above, When did you complete the academy?

Which Boards would you like to apply for?

Business Advisory Committee (E), Charlotte Area Fund Board Of Directors (O), Charlotte Housing Authority Board (B/O), Citizens Review Board (B/O/E), Civil Service Board (B/O/E), Community Relations Committee (O), Domestic Violence Advisory Board (B/O), Housing Advisory Board of Charlotte-Mecklenburg, Housing Appeals Board (B/O/E), Keep Charlotte Beautiful, Neighborhood Matching Grants Fund, Passenger Vehicle For Hire (B/O/E), Zoning Board Of Adjustment (B/O/E)

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

I am interested in making a difference in my community. While I currently work in the finance field, my true gifts are helping adults, children and families. Given the current environment in which we are operating, economically, politically and racially, it is my belief that the time is now to get involved and not just sit on the sideline and wait for others to make changes.

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

I have in the past served on two boards. My background includes over 24 years in the finance industry, 7 years in education, which includes pre-school, middle, high school and college. I am a strong decision maker, communicator/presenter and persuader. I enjoy networking with others and fundraising.
Lending Compliance Analyst

Brief description of duties:

- Perform transactional testing, analyses and reviews of business units, including commercial, consumer and mortgage. • Recommend corrective action for areas of compliance weaknesses. • Report results of testing to management, Audit and Board Committees. • Assist with implementation of regulatory changes to lines of business units. • Serve as a liaison between Compliance and other bank departments. • Assess training needs and serve as a Subject Matter Expert (SME) for training department.

Other employment history:

Bank of America- 6 months Brisbane Academy-5 years Wachovia a.k.a. Wells Fargo- 24 years University of Phoenix (Part-time Facilitator) -3 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:

Graduate School

Education:

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

Additional Education History:

Customer Service Training South Carolina National Training Program Series 6 & 63 (Now Expired)
AdvanceED Accreditation Certification

Jonathan R Davis

Spouse's Name:

Liberty Mutual

Spouse's Employer

Claims Manager

Spouse's Job Title

Other

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

Elected Official

If you selected 'Other', please explain:

Board Specific Questions

Question applies to Business Advisory Committee (B).

Financial Services Sector

Which industry sector, if any, do you fall under?

Question applies to Charlotte Housing Authority Board (B/O).

No

Are you a low income housing resident?

Question applies to Citizens Review Board (B/O/E).

No

Have you graduated from Citizen's Academy?

Question applies to Housing Advisory Board of Charlotte-Mecklenburg

Community representative

Which category, if any, do you fall under?

Question applies to Housing Appeals Board (B/O/E)

None of the Above

Which category, if any, do you fall under?

Question applies to Neighborhood Matching Grants Fund

Business representative

Which category, if any, do you fall under?
None of the Above

Which category, if any, do you fall under?

If you selected 'Other' please explain:

Boards/Commissions Disclaimer

I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I understand that affixing my name in this form is deemed an electronic signature that has the effect of a written signature and will be presumed a valid signature, absent notification otherwise. I hereby acknowledge that this application and information provided herein may constitute a public record, and as such, may be released in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

I Agree

Please type your name below:

Trici T Davis
List any boards you are currently serving on:

n/a

List any boards you have served on in the past:

Testony Group, NCYFL, GCYAA and Sigma Phi Rho.

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

If you answered “Yes” to question above: When did you complete the academy?

Which Boards would you like to apply for?

Charlotte Community Capital Loan Fund, Citizens Review Board (B/O/E), Neighborhood Matching Grants Fund

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

Because I love the city of Charlotte and all of it’s citizens.

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

I have experience in management in all levels of business including locl oranizations. I also have 4 years of college in the field fianc and business.

Self Eployeed

Current Employer:

6

Years in current position:

owner/manager

Job Title:

Brief description of duties:

Invertory, buyer, marketing and public relations.
Other employment history:

Loan officer with Bank of America and Wells Fargo.

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:

College
Education:

If you selected ‘Other’ for education, please specify below:

Additional Education History:

Erika King
Spouse's Name:

Bank of America
Spouse's Employer:

Securities Officer
Spouse's Job Title:

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

If you selected ‘Other’, please explain:

Board Specific Questions

Question applies to Citizens Review Board (B/O/E):

No

Have you graduated from Citizen’s Academy?

Question applies to Neighborhood Matching Grants Fund

Business representative
Which category, if any, do you fall under?

If you selected ‘Other’ please explain

If you selected ‘Other’, please explain:

Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

I Agree

melford l king
Please type your name below:
List any boards you are currently serving on:

List any boards you have served on in the past:
- Bethlehem Center Parent Advisory Board

Have you completed the City’s Civic Leadership Academy?
- Yes  □ No  □

Which Boards would you like to apply for?
- Bechtler Arts Foundation Board, Charlotte Community Capital Loan Fund, Charlotte Water Advisory Committee (E), Citizens Review Board (B/O/E), Community Relations Committee (O), Domestic Violence Advisory Board (B/O), Neighborhood Matching Grants Fund, Planning Commission (O/E), Public Art Commission

Why are you interested in serving on these boards/committees?
- I would like to make a difference in my community. With the recent events in Charlotte, I feel we are in need of more community involvement. I would like to be a part of the solution.

Please describe any background or abilities that qualify you to serve on these boards/committees.
- I have a background in marketing and dealing with the public. My speaking skills as well as maintaining a high level of professionalism at all times will allow me to be a strong candidate. I am able to take meeting minutes, conduct meetings, provide learning material with the ability to write and implement Standard Operating Procedures. I severed on the parent advisory board with the Bethlehem Center for several years while my children attended the program. I volunteer with the Red Cross during national crisis situations.
Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?

- Yes  o  No

If yes, please explain conflict:

Cer

Other

Education:

Certified Medical Professional Coder Certificate

If you selected ‘Other’ for education, please specify below:

Additional Education History:

Spouse's Name:

Spouse's Employer:

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:

Board Specific Questions

Question applies to Citizens Review Board (B/O/E).

No

Have you graduated from Citizen's Academy?
None of the Above
Which category, if any, do you fall under?

Question applies to Neighborhood Matching Grants Fund.

Business representative
Which category, if any, do you fall under?

If you selected "Other", please explain:

If you selected "Other", please explain:

Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

Lakisha M Lucky
List any boards you are currently serving on:

List any boards you have served on in the past:

Have you completed the City’s Civic Leadership Academy?
☐ Yes ☐ No

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O), Community Relations Committee (O), Neighborhood Matching Grants Fund

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

I have lived in Charlotte for 12 years. In that time I have seen Charlotte grow as I have raised a daughter and started a business. I love Charlotte, I want to be a part of making it a great city. I have participated in different volunteer projects through the years and now have the time to serve in a leadership role

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

Love Charlotte Ability to think outside the box Degree in paralegal studies. Can comprehend legal jargon Involved in different community projects which gives me awareness of what different groups in our city think about various issues Consistent Focused

Self Employed /Food Industry
Current Employer:

10
Years in current position:

Owner
Job Title:
Brief description of duties:

Small business owner of food service business

Other employment history:

15 years in financial services industry of insurance and investments

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:

College

Education:

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

Additional Education History:

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?

If you selected 'Other', please explain:

Board Specific Questions

Question applies to Charlotte Housing Authority Board (B/O):

No

Are you a low income housing resident?

Question applies to Neighborhood Matching Grants Fund

Business representative

Which category, if any, do you fall under?

If you selected 'Other' please explain:

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

Marlon Nesbeth
I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I understand that affixing my name in this form is deemed an electronic signature that has the effect of a written signature and will be presumed a valid signature, absent notification otherwise. I hereby acknowledge that this application and information provided herein may constitute a public record, and as such, may be released in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

[ ] I Agree

Please type your name below:
List any boards you are currently serving on:

List any boards you have served on in the past:

Junior Achievement of Knoxville, TN

Have you completed the City’s Civic Leadership Academy?

Yes ☐ No ☒

If you answered “Yes” to question above: When did you complete the academy?

Which Boards would you like to apply for?

Neighborhood Matching Grants Fund

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

I have an interest in serving my community and I believe strongly in the partnership between government and private industry to encourage revitalization, growth, and entrepreneurship.

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

I have a considerable amount of finance, commercial real estate, and business experience. I also have a history of public service as a Marine Corps veteran and have volunteered for numerous causes over the years.

Cardinal Real Estate Partners

Current Employer:

1 ☐ Years in current position:

Senior Project Manager

Job Title:
**Brief description of duties:**

Coordinate all transactions, acquisitions, and development projects for the company.

**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:

---

**Graduate School**

- Education:

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

**Additional Education History:**

- Master's Degree in Real Estate Finance and Development from UNC Charlotte
- Master's Degree in Finance from Tulane University
- Bachelor's Degree in Management from Park University
- Negotiation Training at Harvard Law School's Program on Negotiation

**Premier Healthcare**

- Spouse's Employer

**Audit Senior**

- Spouse's Job Title

**Email**

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

If you selected 'Other', please explain:

---

**Board Specific Questions**

---

**Business representative**

- Which category, if any, do you fall under?

If you selected 'Other' please explain:

---

**Boards / Commissions Disclaimer**

---

**Sarah Roberts**

- Spouse's Name:

---
I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I understand that affixing my name in this form is deemed an electronic signature that has the effect of a written signature and will be presumed a valid signature, absent notification otherwise. I hereby acknowledge that this application and information provided herein may constitute a public record, and as such, may be released in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

☐ I Agree

Robert Brandon Young

Please sign your name below:

Robert B Young
NEIGHBORHOOD REPRESENTATIVE CATEGORY
List any boards you are currently serving on:

President of the Farmcrest Community Neighborhood Association-Board of Directors/Charlotte, NC
Advisory Team Member for Operation Supply Drop- Veterans Non-Profit/Austin, TX
Major Gift Coordinator for Operation Supply Drop- Veterans Non-Profit/Austin, TX

List any boards you have served on in the past:

Collegiate Judicial Board:1997-2000

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

If you answered "Yes" to question above - When did you complete the academy?

Which Boards would you like to apply for?

Neighborhood Matching Grants Fund

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

I have been a resident of Charlotte for twelve years. Charlotte is a great place to live, work and play. I feel it will continue to stay that way but needs to keep its community of residents engaged and informed. I have a huge compassion to make our communities even better places to live in and want to help the NMG program continue their efforts in providing Charlotte citizens with financial opportunities to make progressive changes in their neighborhoods.
Please describe any background or abilities that qualify you to serve on these boards/committees.

I have 16 years of experience demonstrating consistent track records of outstanding design, licensing, marketing, merchandising, product development, sports social media, sales and customer service results. I am an effective communicator, leader and problem solver who builds teamwork and possesses the initiative to exceed goals with strong qualifications in all areas of department operations: P&L, budgeting, inventory control, training and development. My background in retail and corporate includes a wide range of industries such as consumer products, event marketing, health care and sports marketing. Looking for ways to create positive change in the Farmcrest Community, I, alongside several other interested residents, have begun the formation of a neighborhood association. Based on the concerns and interests of our recently formed Board of Directors, I, as elected President, have aided the association by spearheading requests with the City of Charlotte/Mecklenburg County/CMPD for the installation of additional street lighting, methods of access control, littering issues and traffic control measures. I have also assisted by writing our association By-laws and Committee Operating Procedures, in defining a Calendar of Events and by creating a Strategic Plan for the 2016-2017 term that will enhance the quality of life and values of our neighborhood, by residents working together to create a beautiful, safe, and healthy environment. As of last December, I have been serving as a member of the Advisory Team for a veterans non-profit based out of Austin, TX. In addition to my advisory position, I am also the Major Gift Coordinator for the organization where I am the spokesperson and point of contact for the organization’s work in fundraising and donor relations, focusing on individuals and companies who currently or could potentially make significant monetary contributions to the organization. I also handle all grant applications and proposal writings.

Pro Bono volunteer
Current Employer:

Years in current position:

Job Title:

Brief description of duties:

Other employment history:

Business/Marketing/Management- 16 years Worked for companies, including Press Pass (an affiliation of NASCAR), Universal Companies, Whitehall Jewelers, L Brands-Bath & Body Works

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:

College
Education:

If you selected ‘Other’ for education, please specify below:

Additional Education History:

Spouse’s Name:

Spouse’s Employer:

Spouse’s Job Title:

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

Neighborhood Business Services
If you selected ‘Other’, please explain:
Board Specific Questions

Question applies to Neighborhood Matching Grants Fund

Neighborhood Organization Leader
Which category, if any, do you fall under?

If you selected 'Other' please explain

Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

I Agree
List any boards you are currently serving on:

None

List any boards you have served on in the past:

No government boards in NC. McClintock Partners in Education (McPIE), Board Member Y.E.S! Committee, Dress for Success Charlotte Regional Family Resource Network, Former Board Member PRO-Kids, Inc., Former Board Member Habitat for Humanity (Charleston, WV), Former Committee Member Kanawha-Charleston Health Department’s Multi-Agency Planning & Advisory Committee

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

If you answered “Yes” to question above - When did you complete the academy?

Which Boards would you like to apply for?

Neighborhood Matching Grants Fund

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

I am interested in getting more involved in local government, and I feel this is a great way to do that. I love this city and want to do more to make it a great place to live.

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

I have served on many boards and other volunteer organizations. I have great administrative, planning and project management skills.

McClintock Partners in Education
Current Employer:

2
Years in current position:

Programs Associate
Job Title:
Brief description of duties:

I am responsible for the planning and execution of the programs that McPie sponsors. McPie is a partnership between Christ Lutheran Church and McClintock Middle School. We offer multiple clubs and enrichment opportunities during the school year, and in the summer we host a Freedom School and summer science camp, as well as other summer enrichment opportunities for the students at McClintock Middle School. I work with the staff of the school, students and families, and multiple partners to serve the students, staff, volunteers and families.

Other employment history:

Office Manager, Abundant Power Group Executive Assistant, Dixon Hughes Goodman District Manager Admin Assistant, Rite Aid Corporation

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:

College

Education:

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

Additional Education History:

Associate Degree in Office Management, Huntington Junior College, 2003 Record Telecommunications Operator/Maintainer, US Army, 1994

Spouse's Name:

Spouse's Employer:

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:

Board Specific Questions

Question applies to Neighborhood Matching Grants Fund

Neighborhood representative

Which category, if any, do you fall under?

If you selected 'Other' please explain

If you selected 'Other', please explain:

Boards / Commissions Disclaimer
I certify that the information provided in this application is true and correct to the best of my
knowledge. I authorize and consent to background checks and to the investigation and verification
of all information contained herein. I further authorize all persons having information concerning my
qualifications to release information to city representatives and release such persons from all
liability for any damages connected with the release of such information. I also release and
discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or
any other charges or complaints arising out of the City's use of any information provided pursuant to
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board or committee. By submitting this application, I agree to adhere to all city policies pertaining to
boards and commissions, including attendance. I understand that affixing my name in this form is
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in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

☐ I Agree

Kelley C. Fluharty

Please type your name below:

Kelley C Fluharty
**Profile**

<table>
<thead>
<tr>
<th>Doug</th>
<th>Jones</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Middle Initial</td>
</tr>
</tbody>
</table>

**Email Address**

douglas.jones@cms.k12.nc.us

**Street Address**

1607 Oaklawn Ave
Charlotte, NC 28216

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

- [ ] Yes  - [ ] No

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

**Mobile:** (704) 578-8827

**District 2**

What district do you live in?

**Ethnicity**

- African American

**Gender**

- [ ] Male  - [ ] Female

**Date of Birth**

10/22/1966

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

- [ ] Yes  - [ ] No

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

- NWCCDC

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

- Charlotte Enterprise Community

**Have you completed the City’s Civic Leadership Academy?**

- [ ] Yes  - [ ] No

If you answered "Yes" to question above: When did you complete the academy?

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

- Neighborhood Matching Grants Fund

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

Active interest in community development and improvement

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

Former realtor, educator and community servant

**Charlotte-Mecklenburg Schools**

Current Employer:

- [ ] 4 Years in current position

**Executive Director**

Job Title:

**Brief description of duties:**

Work with community partners that provide services to our schools within Project LIFT
Other employment history:

Maske Realty - Broker In Charge Bank of America - Vice President Ernst and Young - Management Consultant

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:

Graduate School

Education:

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

Additional Education History:

Wingate University - EdS Queens University - MBA Johnson C. Smith University - BS

Mary

Spouse's Name:

The Vanguard Group

Spouse's Employee:

Spouse's Job Title:

Word of Mouth

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

Board Specific Questions

Question applies to Neighborhood Matching Grants Fund

Neighborhood representative

Which category, if any, do you fall under?

☐ Yes ☐ No

If you selected 'Other' please explain

If you selected 'Other' please explain:

Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

I Agree

Douglas Jones

Please type your name below:

Doug Jones
City Of Charlotte Boards & Commissions

Profile

Anchia
First Name
anchia@kinard@gmail.com
Email Address
201 S Hoskins Road, Apt. 337
Street Address
Charlotte
City
NC
State
28208
Postal Code

Anchia Kinard
Middle Initial
Last Name

Yes
No

List any boards you are currently serving on:

List any boards you have served on in the past:

Have you completed the City's Civic Leadership Academy?

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O), Community Relations Committee (O), Historic District Commission (O/E), Neighborhood Matching Grants Fund

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

Charlotte Housing Authority Board - The needs of low-income housing residents are at minimum, the same as everyone else in the community. Shelter, as we have come to realize, needs to be in livable conditions. The response to condition issues needs to be with a sense of urgency and the programs to assist those citizens currently applicable for low-income housing with their transition into their own homes and rentals has to have a high success rate. I currently reside in an apartment/condo community in which some of the property management groups have low-income applicants and tenants. The shape of the housing as well as the attentiveness to the needs of the people living in the housing and the conditions are sometimes questionable at best. Having grown up in McCorey Heights for 18 years of my life, I can attest to conditions that are sometimes not suitable and these communities need a voice. My father has been in real estate for over 20 years and his goal, even in establishing his own company 13 years ago, was to assist families that are purchasing a home for the first time and need some help in doing so in the way of credit counseling and repair and ultimately transitioning them into housing that they are proud to live in and that will help their families grow. I want to contribute in this effort. Community Relations Committee - As an extension of my interest in the Charlotte Housing Authority Board, I feel very strongly that the Community Relations Committee is a board that I would like to serve in providing a voice from underdeveloped communities, the African-American community, and the LGBTQ community. Having grown up in a less desirable area of Charlotte and attending school at Charlotte Country Day School, I have seen quite a few sides of our city. My experience as an African-American gay female is a voice that I do not see very often in this city and I feel that in regard to any discussion about community relations and ensuring that there is a positive coalition in our community, that we have to provide vocal representation from those who we don't often hear from. I have been part of Diversity Awareness organizations since middle school and continued those efforts in college at Union College in Schenectady, NY. I have also served the Special Olympics community for over 6 years and various under-represented groups.
Neighborhood Matching Grants Fund - My grandfather, who has been an active member in the community has served the Oaklawn neighborhood of Charlotte for quite some time. It has been through efforts of those in his community that have been able to assist in the beautification of the Oaklawn neighborhood. There are still efforts that can be made. Growing up in McCreary Heights, I can say the same about that neighborhood. When I was in middle school, the park that we had down the road, was completely torn down. It sat across the street from an older cemetery behind Johnson C. Smith University, which is my parents' alma mater and where my grandmother retired from after 30+ years of work in the Administrative office. Though there were few children living in our neighborhood, there was a small neighborhood created near those grounds as well and there is no longer a park. By revitalizing that park, it would have been a great place for children to go with their parents. By tearing it down, it took away a special place for many of us. Our outlet was riding bikes on the road because outside of playing inside, there was no where close to go. I have seen first hand what neighborhood revitalization can do and how it affects all age groups of those communities. We need more of this in several of our neighborhood communities and I would like to be able to have those discussions and review ways that we can make those neighborhoods better with whatever funding we may have to contribute to their visions. Historic District Commission - For over 20 years, I have invested and worked very hard on genealogical research for my family and other families. In recent efforts, I have become a volunteer for the Find-a-grave online community. This is a site dedicated to memorials and burial grounds for ancestors and family members. It allows for obituaries and pictures of burial grounds so as to make these places more accessible, visible and easier to find for relatives around the country. I have contributed over 100 memorials for ancestors and family members from over 7 cemeteries in the Charlotte area. These are burial grounds that have not been very well publicly documented. My latest large contribution in this area has been the William Ingram Memorial Garden. Through online memorial creation and pictures, the descendents of those buried in this cemetery know where to find their ancestors and what their graves look like at this time. Upon these efforts, I have stumbled upon several cemeteries that are in poor shape. Many of these cemeteries are long forgotten or they just don't have regular maintenance that is scheduled to assist. In one of the cemeteries, the lawn mowers that have been used over the years has broken down already feeble tombstones and completely destroyed the names of those buried. I'd like to assist in any revitalization efforts for these historical grounds as well as others that are home to the African-American community. As a native of Charlotte, I have seen this city go through many changes and I don't want Charlotte to lose all of it's history in order to build bigger and better creations.

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

Diversity Awareness Club - 4 years - Charlotte Country Day School Special Olympics Volunteer - 6 years - Charlotte Country Day School Planned Parenthood Upstate NY Board - 1 year Student Representation - Union College Sexual Trauma Services of the Midlands - Advocate and Contributor - 2 years UBGLAD - Member - Union College It Gets Better Project - Video Contributor - 2010 Anti-Violence Project - 2005 March in NYC GLOBE (LGBTQI Group of Verizon Wireless) - Member - 2 years WAVE (Women’s Group of Verizon Wireless) - Member - 2 years NAPV (Native American People of Verizon Wireless) - Member - 2 years

Verizon Wireless
Current Employee:

Anchia A Kinard
Page 3 of 6

Anchia A Kinard
Page 4 of 6
Additional Education History:


Spouse's Name:

Spouse's Employer:

Spouse's Job Title:

Other
How did you find out about the Charlotte Boards and Commissions vacancies?
contribute to the Charlotte community.
If you selected 'Other', please explain:

Board Specific Questions

Question applies to Charlotte Housing Authority Board (B/I):

No

Are you a low income housing resident?

Question applies to Historic District Commission (O/E):

At-Large

Which Commission seat are you applying for?

Question applies to Neighborhood Matching Grants Fund:

Neighborhood representative

Which category, if any, do you fall under?

If you selected 'Other' please explain

Boards / Commissions Disclaimer

I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I understand that affixing my name in this form is deemed an electronic signature that has the effect of a written signature and will be presumed a valid signature, absent notification otherwise. I hereby acknowledge that this application and information provided herein may constitute a public record, and as such, may be released in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

I Agree

Please type your name below:

Anchia A Kinard
List any boards you are currently serving on:

List any boards you have served on in the past:

Have you completed the City's Civic Leadership Academy?

Which Boards would you like to apply for?

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

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

As a lifelong citizen of Charlotte and Mecklenburg County I have a vested interest in seeing the community grow and prosper. I am a university lecturer at UNC Charlotte in the Department of Political Science and Public Administration where I research public administration issues.
Brief description of duties:

I am a university lecturer where I study rules and regulatory issues facing policy implementation. I have experience researching urban governance and economic development.

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:

Graduate School

Education:

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

Additional Education History:

---

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:

Board Specific Questions

Question applies to Business Advisory Committee (E).

None of the Above

Which industry, if any, do you fall under?

Question applies to Neighborhood Matching Grants Fund

Neighborhood representative

Which category, if any, do you fall under?

If you selected 'Other', please explain

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

Spouse's Name:

Spouse's Employer:

Mary Jo M Shepherd
I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City’s use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I understand that affixing my name in this form is deemed an electronic signature that has the effect of a written signature and will be presumed a valid signature, absent notification otherwise. I hereby acknowledge that this application and information provided herein may constitute a public record, and as such, may be released in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

☐ I Agree

Mary Jo Shepherd

Please sign your name below.
List any boards you are currently serving on:

- HOA for Audrey

List any boards you have served on in the past:

Have you completed the City’s Civic Leadership Academy?
- Yes  
- No

If you answered “Yes” to question above, When did you complete the academy?

Which Boards would you like to apply for?
- Citizens Review Board (B/O/E), Civil Service Board (B/O/E), Community Relations Committee (O), Neighborhood Matching Grants Fund

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

I have been active in the city of Charlotte as a Police Officer with CMPD. I would like a chance to become involved and make a positive difference in my community.

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

Novant
- Current Employer:
- 3 Years in current position:
- Director Public Safety
- Job Title:

Are you a registered voter of Mecklenburg County?
- Yes  
- No
Brief description of duties:
I am currently employed at Novant health and I am responsible for the safety and security of the staff, grounds and guests. I have spent 15 years a Police Officer with CMPD and went into the private sector as a supervisor.

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:

College
Education:

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

Additional Education History:
Over 700 hours of additional education regarding safety and security ranging from terrorism to community outreach programs. City housing certified, CEPTED certified, and many additional certification's and accomplishments.

Andrea
Spouse's Name:

State of NC
Spouse's Employer

Public Defender
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

Question applies to Citizens Review Board (B/O/E).
No
Have you graduated from Citizen's Academy?

Question applies to Neighborhood Matching Grants Fund

Neighborhood representative
Which category, if any, do you fall under?

If you selected 'Other' please explain

If you selected 'Other', please explain:

Boards / Commissions Disclaimer
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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

[Signature]

GREGORY R WILLIAMS
List any boards you are currently serving on:

List any boards you have served on in the past:

Fair Housing Advisory Council, Omaha, Nebraska YMCA of South Charlotte, Advisory Board

Have you completed the City’s Civic Leadership Academy?

- Yes  - No

Which Boards would you like to apply for?

Neighborhood Matching Grants Fund

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

I would like to more actively engage in civic duties within the Charlotte Mecklenburg community. By participating on this board, I welcome the opportunity to help support the granting of funds in a fair and timely manner and to the betterment of the Charlotte community.

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

In addition to my previous board experience in my former city of Omaha, NE, my professional experience could also be leveraged to assist with boards and committees. These skills include marketing, communications and certified project management and process improvement skills.

Compass Group
Current Employer:

1.5
Years in current position:

Marketing Director
Job Title:
Brief description of duties:

Manage large scale pursuit and proposal efforts for health care clients. Drive the development and execution of the pursuit strategy. Develop pursuit timelines and proposal production plans. Create proposal messaging and manage the production of proposals. Provide coaching and strategic direction to partners and teams, including oral presentations and proposal writing. Identify process improvement opportunities and make senior level recommendations for projects.

Other employment history:

I have been employed with Compass Group for more than 8 years. Previous positions include strategic project manager and communications manager. Previously, I was employed by ConAgra Foods in Omaha as a communications manager.

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:

Graduate School

Education:

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

Additional Education History:

MBA, Certified PMP; Lean Six Sigma Certified

Anthony Atia

Spouse’s Name:

Compass Group

Spouse’s Employer

Field Implementation Manager

Spouse’s Job Title

Other

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

Husband: EBL

If you selected 'Other', please explain:

Board Specific Questions

Question applies to Neighborhood Matching Grants Fund

Neighborhood representative

Which category, if any, do you fall under?

If you selected 'Other' please explain:

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

Syreeta M Willis
I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I understand that affixing my name in this form is deemed an electronic signature that has the effect of a written signature and will be presumed a valid signature, absent notification otherwise. I hereby acknowledge that this application and information provided herein may constitute a public record, and as such, may be released in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

Syreeta M Willis
List any boards you are currently serving on:

List any boards you have served on in the past:

Have you completed the City's Civic Leadership Academy?

- Yes  - No

If you answered "Yes" to question above - When did you complete the academy?

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O), Citizens Review Board (B/O/E), Community Relations Committee (O), Housing Advisory Board of Charlotte-Mecklenburg, Housing Appeals Board (B/O/E), Neighborhood Matching Grants Fund, Planning Commission (O/E)

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

I have a background in non-profits, Housing and hold a Masters in Urban Studies. Additionally, I am studying to take the NCREC Real Estate Agent exam. I am confident my experiences and educational background fit on at least one the above-listed boards/committee.

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

For several years, I've worked as an intern for Congressman Meeks (D) in Queens, NY, in case management for HUD-funded houses in Baltimore, MD and I've worked for the NAACP National Office in Baltimore. I served as a liaison between office staff and constituents, housing clients and non-profit donors. I have working knowledge in: community organizing, HUD issues and rentals.
Brief description of duties:
Part-time assistant to property manager.

Other employment history:
Freelance writer/blogger.

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:

Graduate School
Education:

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

Additional Education History:

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?

If you selected "Other", please explain:

Board Specific Questions

Question applies to Charlotte Housing Authority Board (B/O/E).

No

Are you a low income housing resident?

No

Question applies to Citizens Review Board (B/O/E).

Have you graduated from Citizen's Academy?

Question applies to Housing Advisory Board of Charlotte-Mecklenburg.

Community representative

Which category, if any, do you fall under?

Question applies to Housing Appeals Board (B/O/E).

City Within a City Tenant

Which category, if any, do you fall under?

Question applies to Neighborhood Matching Grants Fund.

Neighborhood representative

Which category, if any, do you fall under?

If you selected "Other" please explain:

If you selected "Other", please explain:

Boards / Commissions Disclaimer
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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

Tyjuana Wilson
THE FOLLOWING APPLICANTS INDICATE THEY QUALIFY FOR DIFFERENT CATEGORIES
List any boards you are currently serving on:

N/A

List any boards you have served on in the past:

N/A

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

If you answered “Yes” to question above, when did you complete the academy?

Which Boards would you like to apply for?

Charlotte International Cabinet, Charlotte Tree Advisory Commission, Community Relations Committee (O), Keep Charlotte Beautiful, Neighborhood Matching Grants Fund

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

I want to see the things I voted on change. I would also like to see more younger individuals involved with helping build the many communities. We need someone to step up to the plate for the younger citizens and show others you don’t have to be a certain age to lead others. I was a leader in the U.S. Army, while I was deployed. Now I want to bring this experience to the City of Charlotte.

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

I served in the US Army for 4 years Leadership awards I have the motivation and determination to get things done.

Full time student

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:

City of Charlotte Website
How did you find out about the Charlotte Boards and Commissions vacancies?
If you selected 'Other', please explain:

Board Specific Questions

Question applies to Neighborhood Matching Grants Fund.
None of the Above
Which category, if any, do you fall under?

Question applies to Charlotte International Cabinet.
At-Large (select this if none of the below apply)
Which category, if any, do you fall under?
If you selected 'Other' please explain

Boards /Commissions Disclaimer

College
Education:

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

Additional Education History:

Spouse's Name:

Spouse's Employer

Spouse's Job Title

Jesse J Boyd
I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I understand that affixing my name in this form is deemed an electronic signature that has the effect of a written signature and will be presumed a valid signature, absent notification otherwise. I hereby acknowledge that this application and information provided herein may constitute a public record, and as such, may be released in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

I agree

Jesse Boyd
Please type your name below:
List any boards you are currently serving on:
N/A

List any boards you have served on in the past:
N/A

Have you completed the City's Civic Leadership Academy?
- Yes - No

Which Boards would you like to apply for?
Business Advisory Committee (E), Charlotte Housing Authority Board (B/O), Citizens Review Board (B/O/E), Community Relations Committee (O), Housing Advisory Board of Charlotte-Mecklenburg, Neighborhood Matching Grants Fund

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

Please describe any background or abilities that qualify you to serve on these boards/committees.
Hands-on Producer effective at bringing projects from concept to reality. Dynamic and highly qualified owner of Tax business, for over 20 years,. Community mentor to over 30 boys, foster and adoptive parent. Produced radio and TV commercials for at risk kids. Produced radio show aimed at keeping kids in school and out of trouble. (WGIV Real Talk with Pops)

Kirk Davis

Submit Date: Dec 02, 2016
Status: submitted
Brief description of duties:

Served clients, with tax needs. Individual and business. Assisted with Audits and other complex issues with Internal Revenue Service.

Other employment history:

JP Morgan: Manager Hired and Trained staff of over sixty employees. Assigned and delegate work to others, monitored the work of others to ensure that it meets quality, quantity, and timeliness standards. Plan, organized, lead, and coached the activities of others...

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:

College

Education:

If you selected ‘Other’ for education, please specify below:

Additional Education History:

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:

Board Specific Questions

Question applies to Business Advisory Committee (E).

Financial Services Sector

Which industry sector, if any, do you feel under?

Question applies to Charlotte Housing Authority Board (B/O).

No

Are you a low income housing resident?

Question applies to Citizens Review Board (B/O/E).

No

Have you graduated from Citizens Academy?

Question applies to Housing Advisory Board of Charlotte-Mecklenburg.

Community representative

Which category, if any, do you fall under?

Question applies to Neighborhood Matching Grants Fund.

None of the Above

Which category, if any, do you fall under?

If you selected ‘Other’ please explain

If you selected ‘Other’, please explain:

Spouse’s Name:

Spouse’s Employer

Kirk Davis
Boards / Commissions Disclaimer

I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I understand that affixing my name in this form is deemed an electronic signature that has the effect of a written signature and will be presumed a valid signature, absent notification otherwise. I hereby acknowledge that this application and information provided herein may constitute a public record, and as such, may be released in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

Kirk Davis
Profile

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</table>

| cpinkney@theharvestcenter.org |
| Email Address |

| 6542 Peace Haven Drive |
| Street Address |

| Charlotte |
| City |

| NY | 28214 |
| State | Postal Code |

Is your mailing address the same as your home address?

- Yes ☐ No ☐

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

Home: (704) 394-0896  Mobile: (980) 355-4384

Alternate Phone

District 2

What district do you live in?

African American

Ethnicity

Prefer Not to Say

Political Party

Male

Gender

02/21/1965

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

Have you completed the City’s Civic Leadership Academy?

- Yes ☐ No ☐

If you answered “Yes” to question above: When did you complete the academy?

Which Boards would you like to apply for?

Community Relations Committee (O), Housing Advisory Board of Charlotte-Mecklenburg, Neighborhood Matching Grants Fund

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

Need for new leadership and diversity

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

Non profit CEO for 12 years, 20 years as a board member of successful non profits, many years of community involvement as a volunteer, mentor and organizer

The Harvest Center of Charlotte

Current Employer:

3

Years in current position:

Executive Director

Job Title:
Brief description of duties:

The Executive Director is responsible for providing the vision and philosophy of The Harvest Center. He develops and implements strategic and operational plans to achieve the vision. He oversees operation of The Harvest Center; develops management, allocates resources, and ensures control. The Executive Director acts as The Harvest Center's chief spokesperson, and works with the Board to develop policy and maintained oversight.

Other employment history:

Executive Director - The Urban Restoration Inc. District Manager - Advanced Auto Parts General Manager - SREE Hotels

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:

College

Education:

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

Additional Education History:

Eagle Fire

Spouse's Employer

Regional Administrator

Spouse's Job Title

Email

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

If you selected 'Other', please explain:

Board Specific Questions

Question applies to Housing Advisory Board of Charlotte-Mecklenburg

Non-Profit Organization

Which category, if any, do you fall under?

Question applies to Neighborhood Matching Grants Fund

Non-Profit Organization

Which category, if any, do you fall under?

If you selected 'Other' please explain

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

Terry Pinkney

Spouse's Name:

Colin T Pinkney
I certify that the information provided in this application is true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all information contained herein. I further authorize all persons having information concerning my qualifications to release information to city representatives and release such persons from all liability for any damages connected with the release of such information. I also release and discharge the City of Charlotte from any claims and damages, losses, liabilities, costs, expenses or any other charges or complaints arising out of the City's use of any information provided pursuant to this release. I understand and agree that any misstatement will be cause for my removal from any board or committee. By submitting this application, I agree to adhere to all city policies pertaining to boards and commissions, including attendance. I understand that affixing my name in this form is deemed an electronic signature that has the effect of a written signature and will be presumed a valid signature, absent notification otherwise. I hereby acknowledge that this application and information provided herein may constitute a public record, and as such, may be released in accordance with all applicable public record laws.

Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:
List any boards you are currently serving on:

Charlotte Chamber of Commerce Young Professionals Tailored for Opportunity Young Non-Profit Network (YNPN) New Opportunity Program

List any boards you have served on in the past:

Have you completed the City's Civic Leadership Academy?

☐ Yes ☐ No

If you answered "Yes" to question above, When did you complete the academy?

Which Boards would you like to apply for?

Business Advisory Committee (E), Charlotte Housing Authority Board (B/O), Community Relations Committee (O), Housing Advisory Board of Charlotte-Mecklenburg, Neighborhood Matching Grants Fund

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

Living in Charlotte going on four years, the city has grown into me. I am a major advocate for economic development, and fair treatment/practice of our policies, and citizens. I am interested in joining these boards as I too, would like to make a difference. I would like to serve as one of many voices that stands up for change, and implications for resources that will serve the city of Charlotte and it's citizens.

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

Some accomplishments includes organizational leadership, program management, project execution, strategic planning, business development and research and development. I am a decisive team leader with exceptional ability for developing and leveraging comprehensive strategies that support performance metrics. I am vigorous in the area of community advocacy for over 10+ years and has been a frequent volunteer and board member for various community based not-for-profit organization.

North Carolina Technology Association

Current Employer:

1

Years in current position:
Regional Manager of Corporate Partnership

Job Title:

**Brief description of duties:**

- Manage portfolio of existing members in Charlotte, Triad and Western NC regions to engage members, improve retention and contribute to cross-selling sponsorships/services
- Drive membership sales to include research, speaking/meeting and follow up to acquire new members in Charlotte, Triad and Western NC regions
- Serve as staff lead in the Charlotte region to include managing/building relationships with regional organizations and representing NCTA at local business and technology events
- Serve as onsite facilitator for NCTA events/activities in Charlotte, Triad and Western NC regions.

**Other employment history:**

Director of Career Services/Community Relations Specialists - ITT Technical Institute Career Services Manager - Sanford Brown College Financial Aid Specialist - Wayne County Community College

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:

**Graduate School**

Education:

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

**Additional Education History:**

Bachelor of Business Administration - Baker College Masters of Business Administration - University of Phoenix

Spouse's Name:

Spouse's Employer:

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**

Question applies to Business Advisory Committee (E).

Technology Sector

Which industry sector, if any, do you fall under?

Question applies to Charlotte Housing Authority Board (B/O).

No

Are you a low income housing resident?

Question applies to Citizens Review Board (B/O/E).

No

Have you graduated from Citizen’s Academy?

Question applies to Housing Advisory Board of Charlotte-Mecklenburg.

Corporate/Economic Development

Which category, if any, do you fall under?

Question applies to Neighborhood Matching Grants Fund.

Non-Profit Organization

Which category, if any, do you fall under?
Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

Samuel L Smith Jr.
List any boards you are currently serving on:

None

List any boards you have served on in the past:

None

Have you completed the City’s Civic Leadership Academy?

- Yes  - No

Which Boards would you like to apply for?

Citizens Review Board (B/O/E), Community Relations Committee (O), Neighborhood Matching Grants Fund, Planning Commission (O/E), Transit Services Advisory Committee

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

As a student of public administration, it has always been my goal to serve my community in any volunteer capacity in which I can be effective.

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

I have worked with community organizations in the past to create better neighborhoods and more responsive government solutions. I have earned a B.A. in Political Science, which focused on governmental affairs and community building on the local level. Currently, I am earning my Master of Public Administration at UNC Charlotte. After earning my master's degree, I intend to enter local public service. With a concentration in Public Budgeting & Finance, I am able to see the big-picture implications of grants, planning, and transit decisions, and have the ability to communicate these outcomes to the community.

UNC Charlotte
Current Employer:

- 1

Years in current position:

Taylor J Valley
Administrative Graduate Assistant

Job Title:

Brief description of duties:
- Administrative assistant focusing on increasing student accessibility to scholarship funds through web-based applications, coordinated marketing campaigns, and world-class customer service. - Increased UNC Charlotte’s students access to external scholarship opportunities by creating a cloud-based database allowing users to sort by various criteria. - Develop new marketing materials for use at major campus events, and off-campus outreach efforts. - Host workshops with freshman students to teach strategies for securing scholarship funds.

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:

N/A

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:

N/A

Graduate School

Education:

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

Additional Education History:
University of North Carolina at Charlotte, 2016-2018, Master of Public Administration, GPA: 4.00 - Finance Committee Member, Graduate and Professional Student Government - Board of Governors Strategic Plan Review Committee Member, Graduate and Professional Student Government - President, ICMA Student Chapter at UNC Charlotte - Voting Member, Master of Public Administration Student Group The University of Akron, 2010-2014, B.A. in Political Science, GPA: 3.40 - Dean's List Recipient - President, No Labels of Akron - Lifetime Member, Pi Sigma Alpha Certified Microsoft Office Specialist, 2014-Present Certified NationBuilder Expert, 2014-Present

N/A

Spouse's Name:

N/A

Spouse's Employer:

N/A

Spouse's Job Title:

Word of Mouth

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

If you selected 'Other', please explain:

N/A

Board Specific Questions

Question applies to Citizens Review Board (B/O/E).

No

Have you graduated from Citizen's Academy?

N/A

None of the Above

Which category, if any, do you fall under?

None of the Above

N/A

Question applies to Neighborhood Matching Grants Fund

None of the Above

Which category, if any, do you fall under?

None of the Above

N/A
Question applies to Transit Services Advisory Committee.

None of the Above
Which category, if any, do you fall under?

If you selected 'Other' please explain

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

✓ I Agree

Please type your name below:
List any boards you are currently serving on:

Mecklenburg County Women's Advisory Board

List any boards you have served on in the past:

Charlotte Mecklenburg Public Access

Have you completed the City's Civic Leadership Academy?

☐ Yes ☐ No

Which Boards would you like to apply for?

Neighborhood Matching Grants Fund

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

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

Graduate School
Education:

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

Additional Education History:

Spouse's Name:

Spouse's Employer

Spouse's Job Title

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

Board Specific Questions

Question applies to Neighborhood Matching Grants Fund

None of the Above
Which category, if any, do you fall under?

If you selected 'Other' please explain

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

☐ I Agree

Linda Webb
Please type your name below:
Agenda #: 11. File #: 15-5327 Type: Business Item

Mayor and City Council Topics
The City Council members may share information and raise topics for discussion.
Agenda #: 12. File #: 15-5221 Type: Consent Item

Charlotte-Mecklenburg Police Department Hickory Grove Division Lease Extension

**Action:**
Approve an extension of the lease agreement at 5727 North Sharon Amity Road, Suite A (portion of parcel identification number 099-221-01), for the Charlotte-Mecklenburg Police Department Hickory Grove Division, extending the term of the lease for two years with one, one-year extension option.

**Staff Resource(s):**
Kerr Putney, Police
Gina Shell, Engineering and Property Management
Katrina Graue, Police
Tony Korolos, Engineering and Property Management

**Explanation**
- The Charlotte-Mecklenburg Police Department (CMPD) Hickory Grove Division has leased a 17,800 square foot suite at 5727 North Sharon Amity Road since August 1, 2001.
- On May 23, 2011, City Council approved an amendment to the original agreement, which extended the lease term through July 31, 2015, and allowed for two, one-year options to renew the lease. The final lease renewal option will expire on July 31, 2017.
- The proposed extension amendment includes the following terms:
  - The agreement will extend the lease term for two years, through July 31, 2019.
  - Initial base rent will be $4 per square foot, or $5,933 per month, and will increase to $6,675 per month during the second year. The rental rate is consistent with the market rate in the area.
  - The City will be responsible for a pro rata share of taxes, insurance, and common area maintenance (TICAM). The TICAM charges are currently $12,638 per year.
  - The agreement contains a termination option after July 31, 2018 with at least a 180-day notice.
  - The agreement contains a one-year extension option, through July 31, 2020. If exercised, the rental rate during the extension will be $6,867.83 per month.
- In February 2010, CMPD adopted the Facilities Strategic Plan, which outlines division facility goals through 2025. In this plan, CMPD prioritized the transition from renting leased spaces to occupying City-owned facilities.
- The CMPD Hickory Grove Division received Community Investment Plan funding in Fiscal Year 2017 for a future division station to be constructed on City-owned land located at 7025 Albemarle Road (parcel identification number 109-171-11). The new facility will support CMPD’s objectives to be highly visible and accessible within the community, reduce operating costs, and accommodate future personnel growth.
- Design of the new facility is expected to be completed in May 2017, and construction is anticipated to begin in November 2017. The project is expected to be completed within budget in December 2018. This timeline allows for the station to be completed prior to the end of the lease extension.
Agenda #: 12  File #: 15-5221  Type: Consent Item

Fiscal Note
Funding: Police Operating Budget

Attachment(s)
Map
Location Map: Charlotte-Mecklenburg Police Department Hickory Grove Division Lease Extension (Council Districts 1 and 5)
TreesCharlotte Tree Watering Services

**Action:**
Approve contracts with the following companies for tree watering services for an initial term of three years:

- Carolina Wetland Services, Inc., in the amount of $124,840 for Area 1
- New Beginning Landscape, LLC, in the amount of $110,160 for Area 2, and
- New Beginning Landscape, LLC, in the amount of $114,750 for Area 3.

**Staff Resource(s):**
Gina Shell, Engineering and Property Management
Quin Hall, Engineering and Property Management
Erin Oliverio, Engineering and Property Management

**Explanation**
- City Council’s Environment Focus Area Plan includes the objective to maintain and protect the City’s urban forest.
- TreesCharlotte is a non-profit organization that works with the City to plant trees on public and private property where the City would not otherwise plant, as a strategy to help reach City Council’s goal of 50% tree canopy by 2050.
- Through this partnership 7,000 trees have been planted at school sites citywide, with another 4,800 trees to be planted in the next three years.
- Watering services ensure that each tree is visited for one year from the date of planting, fulfilling standard landscape industry practice for tree establishment, with a minimum of 16 waterings per tree and possibly more if required by climate conditions.
- On February 15, 2017, the City issued a Request for Proposal (RFP); 15 proposals were received from five interested service providers.
- Both firms selected are City of Charlotte Small Business Enterprise (SBE) vendors.
- Work is anticipated to begin April 15, 2017.

**Charlotte Business INClusion**
No subcontracting goals were established because there are no opportunities (Part C: Section 2.1(a) of the Charlotte Business INClusion Policy). However, 100% of these contracts will be awarded to the following certified firms:
- New Beginnings Landscape (SBE, MBE)
- Carolina Wetland Services (SBE, WBE)

**Fiscal Note**
Funding: General Community Investment Plan

**Attachment(s)**
Map
Summer 2017 Watering Locations

**AREA 1**
- 2 Schools
- 488 Trees
- 16 Watering Events

**AREA 2**
- 2 Schools
- 457 Trees
- 16 Watering Events

**AREA 3**
- 4 Schools
- 621 Trees
- 16 Watering Events
Back Creek Church Road Farm-To-Market Road Project

Action:
Award a contract in the amount of $2,086,981.58 to the lowest responsive bidder B & N Grading, Inc. for the Back Creek Church Road Farm-To-Market Road Project.

Staff Resource(s):
Jennifer Smith, Engineering and Property Management
Imad Fakhreddin, Engineering and Property Management

Explanation
- The Back Creek Church Road Farm-to-Market project will upgrade Back Creek Church Road, from Rocky River Road to Scott Creek Drive, to improve safety, reduce congestion, support existing and proposed land uses, and provide accommodations for pedestrians and bicyclists.
- The project includes:
  - Construction of a concrete multi-use path for pedestrians and bicyclists on the west side and a sidewalk on the east side of Back Creek Church Road,
  - Left turn lanes on Back Creek Church Road at Rocky River Road and at Scott Creek Drive,
  - A new storm drainage system along the entire project from Rocky River Road to Scott Creek Drive, and
  - Sanitary sewer extension.
- Landscaping and street lights will be installed after construction is complete.
- On February 9, 2017, the City issued an Invitation to Bid; four bids were received from interested service providers.
- B & N Grading, Inc. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by fourth quarter 2018.

Charlotte Business INClusion
Established SBE Goal: 19.00%
Committed SBE Goal: 24.00%
B & N Grading, Inc. exceeded the established SBE subcontracting goal, and has committed 24.00% ($500,875.58) of the total contract amount to the following certified firms (Part B: Section 3 of the Charlotte Business INClusion Policy):
- R.R.C. Concrete Inc. (SBE) ($275,000) (concrete)
- Streeter Trucking Company, Inc. (SBE, MBE) ($225,875.58) (hauling)

Established MBE Goal: 5.00%
Committed MBE Goal: 10.82%
B & N Grading, Inc. exceeded the established MBE subcontracting goal, and has committed 10.82% ($225,875.58) of the total contract amount to the following certified firms (Part B: Section 3 of the Charlotte Business INClusion Policy):
- Streeter Trucking Company, Inc. (SBE, MBE) ($225,875.58) (hauling)
B & N Grading, Inc. is a City SBE.

**Fiscal Note**
Funding: General Transportation Community Investment Plan

**Attachment(s)**
Map
Location Map: Back Creek Church Road Farm-To-Market Road Project (Council District 4)
Morris Field Drive Bridge Replacement - Planning and Design Services

Action:
Approve a contract in the amount of $951,688.82 with DRMP, Inc. for planning and design services for the Morris Field Drive Bridge Replacement project.

Staff Resource(s):
Jennifer Smith, Engineering and Property Management
Allison Brickey, Engineering and Property Management

Explanation
- In August 2015, the City Council approved a Municipal Agreement with the North Carolina Department of Transportation (NCDOT) for the replacement of the Morris Field Drive Bridge.
- The 74-year-old bridge is located approximately 700-feet southwest of the intersection of Morris Field Drive and Wilkinson Boulevard and spans the Norfolk Southern Railway. The new bridge will accommodate motorists, pedestrians, and cyclists.
- The bridge meets criteria for replacement based on a ranking using a combination of sufficiency ratings and current conditions. Sufficiency ratings are determined during bridge inspections and include an analysis of structure defects including cracking, spalling, and splitting.
- The contract for planning and design services will include public engagement, permitting, and design plans.
- On April 29, 2016, the City issued a Request for Qualifications (RFQ); 14 proposals were received from interested professional service providers.
- DRMP, Inc. was selected as the best qualified firm.
- The total budget for the Morris Field Drive Bridge Replacement project is estimated to be $4,300,000.
  - The Municipal Agreement assumed a total project cost of $3,100,000 and commits to reimburse the City up to $2,480,000 of federal funding for 80% of the project costs for preliminary engineering, environmental documentation, real estate acquisition, utility relocation, and construction costs of the project.
  - The remaining 20% balance of $620,000 will be paid by the City’s Bridge Replacement Program.
  - Future supplemental agreements with NCDOT are anticipated in the amount of approximately $1,200,000 to cover the remaining balance to complete the project.

Charlotte Business INClusion
This is a municipal agreement contract and is exempt (Part A: Appendix 1.27 of the Charlotte Business INClusion Policy).

Fiscal Note
Funding: General Community Investment Plan

Attachment(s)
Map
Location Map: Morris Field Bridge Replacement (Council District 3)
Road Resurfacing Contract for Fiscal Year 2017A Project

Action:
A. Award a contract in the amount of $4,449,462.43 to the lowest responsive bidder Blythe Construction, Inc. for the Resurfacing Fiscal Year 2017A project, and
B. Authorize the City Manager to approve up to two renewals and to amend the contract as necessary to meet business needs.

Staff Resource(s):
Danny Pleasant, Transportation
Jennifer Smith, Engineering and Property Management
Tony Bartlett, Transportation
Andy Babson, Engineering and Property Management

Explanation
- The 2017 resurfacing contract will pave an estimated 70 lane miles in the southern half of the City. Additional City streets will be paved during subsequent renewals.
- The total mileage to be paved is dependent on asphalt price stability throughout the contract. The contract work includes:
  - Traffic control,
  - Asphalt and concrete pavement milling,
  - Asphalt paving,
  - Base failure repair,
  - Asphalt surface treatment,
  - Utility adjustments,
  - Manhole frame and cover replacements,
  - Wheelchair ramp installation,
  - Sidewalk and curb repairs, and
  - Pavement marking.
- On February 3, 2017, the City issued an Invitation to Bid; four bids were received from interested service providers.
- Blythe Construction, Inc. was selected as the lowest responsive, responsible bidder. Street resurfacing for 2017 is scheduled to be completed by October 31, 2017 depending on weather conditions.

Background
- Resurfacing is the most effective treatment to preserve and maintain the condition of streets within the City of Charlotte.
- Timely resurfacing of streets improves ride quality, reduces the occurrence of potholes, and reduces the need for more costly repairs in the future.
- Streets are selected for repaving based on pavement condition ratings, field evaluations by staff, and information from a computerized pavement management system.
Streets are also evaluated for distresses and other conditions. Coordination with other City projects occurs to provide economies of scale of cost. Notice of resurfacing is provided to motorists, property owners, and residents by the contractor through the use of highly visible signs placed on the street at least two weeks prior to the start of construction activities.

**Charlotte Business INClusion**
Blythe Construction Inc. has identified MSBEs on its project team, and for each work order issued, committed 22.02% of the total contract amount to the following certified firms:
- All Points Trucking Inc. (SBE) (hauling)
- DOT Construction Inc. (SBE) (concrete)
- RAM Pavement Services (SBE) (pavement)

**Fiscal Note**
Funding: Powell Bill Fund

**Attachment(s)**
List of Streets proposed to be resurfaced
### 2017 Pavement Management Contract

**Street Maintenance Division**

*Please Note: It is inherent with the resurfacing contract that streets may be added or deleted.*

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Street Name</th>
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<tbody>
<tr>
<td>Arena Bv</td>
<td>Landing Place Ln</td>
</tr>
<tr>
<td>Asheford Woods Ln</td>
<td>Lauren Glen Rd</td>
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<tr>
<td>Autumn Applause Dr</td>
<td>Masters Ct</td>
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<tr>
<td>Baldwin Hall Dr</td>
<td>Meadowood Ln</td>
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<tr>
<td>Barringer Dr</td>
<td>Milford Rd</td>
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<td>Moss Rd</td>
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<td>Johnny Cake Ln</td>
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<td>Land Grant Rd</td>
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Traffic Signal Construction

**Action:**
Award a contract in the amount of $1,426,655.50 to the lowest responsive bidder Whiting Construction Company, Inc. for the Traffic Signal Communications Infrastructure Fiscal Year 2017-B project.

**Staff Resource(s):**
Danny Pleasant, Transportation
Mark Cook, Transportation

**Explanation**
- The contract with Whiting Construction Co., Inc. is for directional boring and traffic signal modification/installation infrastructure construction.
- Traffic Signal Communications Infrastructure project Fiscal Year 2017-B consists of relocating and installing new traffic signal equipment at various locations in Charlotte.
- A contract to provide miscellaneous construction labor and materials for signal work at approximately 20 locations throughout the City is necessary to keep pace with the expansion of Charlotte’s network of over 760 signalized intersections.
- On January 30, 2017, the City issued an Invitation to Bid for Traffic Signal Communications Infrastructure; three bids were received from interested service providers.
- Whiting Construction Company, Inc. was selected as the lowest responsive, responsible bidder.
- The contracted services will be used on an as-needed basis over a two-year period.

**Charlotte Business INClusion**
Whiting Construction Company, Inc. has identified MSBEs on its project team, and for each work order issued, committed 16.54% of the total contract amount to the following certified firms:
- Conmat Construction Services, Inc (SBE) (concrete)
- M.H. Graves (SBE) (trenching)

**Fiscal Note**
Funding: Contract costs are covered through private developer funds already approved and received in the General Transportation Community Investment Plan Fund.
Private Developer Funds for Traffic Signal Improvements

Action:
A. Authorize the City Manager to execute a Developer Agreement with the Charlotte Mecklenburg Housing Partnership and the YMCA of Greater Charlotte, and

B. Adopt a budget ordinance appropriating $141,000 in private developer funds for traffic signal improvements.

Staff Resource(s):
Danny Pleasant, Transportation
Scott Putnam, Transportation

Explanation
- The $141,000 in private developer funding is for traffic signals/upgrades and related work associated with developer projects. The funding is restricted to the projects noted below.
- The following developers are fully funding traffic signal installations and improvements to mitigate traffic impacts around their respective development project:
  - Charlotte Mecklenburg Housing Partnership contributed $112,000 for a new signal and pedestrian signals at the intersection of Statesville Avenue and Woodard Avenue.
  - YMCA of Greater Charlotte contributed $29,000 for signal modifications at South Boulevard and Lexington Avenue.
- 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).
- Funding contributed by the developer for a signal project that is unused by the City will be refunded.
- CDOT will be installing and operating these signals as part of the existing signal systems in the area.

Fiscal Note
Funding: Private Developer Contributions

Attachment(s)
Map
Budget Ordinance
ORDINANCE NO. __________________________

AN ORDINANCE TO AMEND ORDINANCE NUMBER 8040-X, THE 2016-2017 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF $141,000 FOR TRAFFIC SIGNAL MODIFICATIONS AND IMPROVEMENTS

BE IT ORDAINED, by the City Council of the City of Charlotte;

Section 1. That the sum of $141,000 hereby estimated to be available from the following private developer sources:
   Charlotte Mecklenburg Housing Partnership ($112,000)
   YMCA of Greater Charlotte ($29,000)

Section 2. That the sum of $141,000 is hereby appropriated in the General Capital Investment Fund (4001) into the following projects:
   New Signal Statesville and Woodard - 4292000303 ($112,000)
   Signal Modification South Blvd and Lexington - 4292000304 ($29,000)

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
Surveysing Services for Charlotte Water

**Action:**

A. Approve unit price contracts for surveying services required for the management, operation, and maintenance of the Charlotte Water systems to the following firms:

- Lawrence Associates, PA, $550,000
- CES Group Engineers, LLP, $200,000, and

B. Authorize the City Manager to renew the contracts for one term with possible price adjustments and to amend the contract as necessary to meet business needs.

**Staff Resource(s):**
Barry Gullet, Charlotte Water
Carl Wilson, Charlotte Water

**Explanation**

- The contracts will provide surveying services to supplement existing in-house surveying staff.
- Charlotte Water operates and maintains more than 8,400 miles of sanitary sewer and water lines throughout the service area. Accurate survey data of water and sanitary sewer infrastructure is vital to system analysis and planning. Data collected through these contracts will help to ensure that future infrastructure decisions are developed from accurate models.
- On January 24, 2017, the City issued a Request for Qualifications (RFQ); eight responses were received from interested professional service providers.
- Lawrence Associates, PA and CES Group Engineers, LLP were selected as the best qualified firms on the basis of demonstrated competence and qualification of professional services.
  - Lawrence Associates, PA was selected for the first contract for a larger scope of work related to acquiring new survey data.
  - CES Group Engineers, LLP was selected for a second contract on a smaller scope of work related to quality control of previously gathered data. CES Group Engineers, LLP is a City certified SBE.

**Charlotte Business INclusion**

The City negotiates subcontracting participation after the proposal selection process (Part C: Section 2.1(h) of the Charlotte Business INclusion Policy).

- **Lawrence Associates, PA**
  Lawrence Associates, PA committed 4.00% ($22,000) to the following SBE during the negotiation process:
  - Jaamco Drain Cleaning & Video Inspection, Inc. (SBE) ($22,000) (CCTV sewer inspection)
However, Charlotte Water already has this SBE under contract and will utilize the existing contract for this service.

- **CES Group Engineers, LLP Contract**
  CES Group Engineers, LLP is a City SBE and registered WBE.
Agenda #: 19.File #: 15-5216 Type: Consent Item

Fiscal Note
Funding: Charlotte Water Community Investment Plan
Charlotte Water Miscellaneous Plumbing Services

**Action:**
A. Approve a unit price contract with WH Hobbs, Inc. for plumbing services for an initial term of one year, 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 as necessary to meet business needs.

**Staff Resource(s):**
Barry Gullet, Charlotte Water
Carl Wilson, Charlotte Water

**Explanation**
- The contract provides miscellaneous plumbing services for Charlotte Water on an as-needed basis.
- Based on citizen feedback, rate payers will have the opportunity to utilize a financial assistance program where the plumbing service provider can install new piping and fixtures from the meter to the home, and the cost for this service is repaid to Charlotte Water over a period of five years.
- Services under the contract will be broken into two scopes:
  - On-call services: Routinely during the performance of water and/or sewer-related repairs, plumbing issues can develop inside residences. In these cases, Charlotte Water uses a certified third-party plumber to assess the situation and determine what repairs, if any, are required. The service is available 24-hours a day.
  - Scheduled services: During the construction or replacement of water and sewer mains, Charlotte Water may need a certified third-party plumber for the installation of water services outside of street right-of-way to connect the structure to the new water meter.
- On January 25, 2017, the City issued a Request for Proposal (RFP) for Plumbing Services. In response to the RFP, the City received one proposal from WH Hobbs, Inc.
- The contract gives the City the option to renew for two additional, one-year terms. At the time of renewal, the plumbing contractor may provide the City with justification for price adjustments. The City reserves the right for approval of the pricing increase request.
- Estimated contract expenditures are $355,000 annually.

**Charlotte Business INClusion**
No subcontracting goals were set because there are no subcontracting opportunities (Part C: Section 2.1 (a) of the Charlotte Business INClusion Policy).

**Fiscal Note**
Funding: Charlotte Water Operating Budget and Community Investment Plan
Water Pipeline Flushing Project

Action:
A. Approve a unit price contract with Hydromax USA LLC for Water Pipeline Flushing Services for an initial term of one year, and

B. Authorize the City Manager to renew the contract for up to one additional, one-year term with possible price adjustments and to amend the contract as necessary to meet business needs.

Staff Resource(s):
Barry Gullet, Charlotte Water
Angela Lee, Charlotte Water

Explanation
- Charlotte Water maintains a water distribution system of approximately 4,200 miles of water lines and approximately 280,000 active water service connections.
- The project will develop and document processes for systematic flushing and test these processes.
- Flushing improves water quality by removing accumulated sediment and managing water age.
- Water pipe flushing is recognized as a best management practice to maintain drinking water quality.
- On November 10, 2016, Charlotte Water issued a Request for Proposal (RFP); two proposals were received from interested service providers.
- Hydromax USA LLC best meets the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- Estimated contract expenditures are $208,000 annually.
- Price adjustments for the renewal will be based on the Construction Cost Index.

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: Charlotte Water Community Investment Plan

Attachment(s)
Map
Water Pipeline Flushing Project - Map

Flushing Areas 1 & 2

Project Area is located within City Council District 2

Flushing Areas 3 & 4

Project Area is located within City Council Districts 1 & 2
Aviation Generator Maintenance

Action:
A. Approve a unit price contract with Kraft Power Corporation for Generator Maintenance for an initial term of three years, and

B. Authorize the City Manager to renew the contract for up to two, one-year renewal terms with possible price adjustments and to amend the contract as necessary to meet business needs.

Staff Resource(s):
Brent Cagle, Aviation
Jack Christine, Aviation

Explanation
- Aviation relies on approximately 26 generators on Airport property to provide a backup power supply when needed.
- The contract with Kraft Power Corporation will provide regular maintenance services, repair services, and loaner units when needed.
- On January 27, 2017, the City issued a Request for Proposal (RFP); five proposals were received from interested service providers.
- Kraft Power Corporation best meets the City’s needs in terms of experience, operations plans, cost, and responsiveness to RFP requirements.
- The contract gives the City the option to renew the contract for up to two additional, one-year terms at prices to be negotiated based on market conditions.
- The company will be paid the unit prices set forth in the contract, a copy of which is available upon request.
- Estimated contract expenditures are $100,000 annually.

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
Aviation Bus Painting Services

Action:
A. Approve a unit price contract with Gerber Collision (Northeast) Inc., for Bus Painting Services for an initial term of three years, and

B. Authorize the City Manager to renew the contract for up to two, one-year terms with possible price adjustments and to amend the contract as necessary to meet business needs.

Staff Resource(s):
Brent Cagle, Aviation
Jack Christine, Aviation

Explanation
- Aviation uses a fleet of buses to transport customers and employees between parking areas and the Airport Terminal.
- The contract with Gerber Collision will provide paint services for both new and existing buses in Aviation’s bus fleet that require painting due to wear and tear or collisions.
- Aviation operates and maintains approximately 80 buses.
- On February 17, 2017 the City issued a Request for Proposal (RFP); two proposals were received from interested service providers.
- Gerber Collision Northeast Inc, best meets the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- The contract gives the City the option to renew the contract for up to two additional, one-year terms at prices to be negotiated based on market conditions.
- The company will be paid the unit prices set forth in the contract, a copy of which is available upon request
- Aviation estimates total contract expenditures over the three year term to be $300,000.

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
Aviation Arc Flash Testing Services

Action:
A. Approve a unit price contract with Dale & Dale, Inc. for Arc Flash Testing for an initial term of five years, and

B. Authorize the City Manager to renew the contract for up to two, one-year terms with possible price adjustments and to amend the contract as necessary to meet business needs.

Staff Resource(s):
Brent Cagle, Aviation
Jack Christine, Aviation

Explanation
- Arc flash testing is the process of determining the arc rating needed for personal protective equipment to be used in areas where an electrical hazard may exist.
- Aviation will post the arc ratings to maintain compliance with the Occupational Safety and Health Administration department.
- On January 27, 2017, the City issued a Request for Proposal (RFP); seven proposals were received from interested service providers.
- Dale & Dale, Inc. best meets the City’s needs in terms of qualifications, experience, operations plan, staffing, cost, and responsiveness to RFP requirements.
- The contract gives the City the option to renew for two additional, one-year terms at prices to be negotiated based on market conditions.
- The company will be paid the unit prices set forth in the contract, a copy of which is available upon request.
- Estimated contract expenditures are $100,000 annually.

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
Airport Environmental Impact Statement Scoping Contract

Action:
Approve a contract in an amount not to exceed $3,107,090 with VHB Engineering NC, PC for Environmental Impact Statement scoping services.

Staff Resource(s):
Brent Cagle, Aviation
Jack Christine, Aviation

Explanation
- Environmental Impact Statements (EIS) are required by the Federal Aviation Administration (FAA) for large scale projects such as runways.
- The EIS process takes a minimum of three years to complete and includes both an EIS scoping portion and an EIS study.
- The contract with VHB Engineering NC, PC will prepare the EIS scoping portion for the Airport. It includes conducting public and agency scoping and outlining development alternatives that will be analyzed as part of the broader EIS process.
- Aviation anticipates returning to Council in 12 to 14 months to request approval of a contract for the remaining portion of the EIS.

Background
- The Airport completed a master plan update in 2015 which evaluated capacity and demand of existing and future airfield and terminal facilities. As part of this project, the Airport Layout Plan (ALP) was also updated and conditionally approved by the FAA in March 2016.
- The master plan update and ALP updates were based on a forecast used to determine the short- and long-term capital needs for airfield, terminal, and airport support facilities over the next 10-20 years.
  - The master plan update identified the need for a fourth parallel runway to replace the existing crosswind runway, aircraft hold pads, end around taxiways, the relocation of West Blvd., as well as additional aircraft gates in the terminal over the next 10 years. Per FAA and NEPA regulations, implementation of these proposed projects is subject to an EIS.
- On March 2, 2016, the City executed a Memorandum of Understanding between the FAA that establishes the framework in which the FAA will prepare an EIS for certain projects in the approved Airport’s Community Investment Plan.
- While the FAA selected the consultant, the FAA requires the Airport to contract with that consultant. On October 25, 2016, the Airport authorized a preliminary contract in the amount of $98,000 with VHB Engineering NC, PC to begin project planning activities.
- The Airport will request up to 75% reimbursement of expenditures via federal grant.

Disadvantaged Business Enterprise
The City negotiates subcontracting participation after the proposal selection process. VHB Engineering NC, PC has committed 21.50% ($668,156) of the total contract amount to the following certified firms:
Agenda #: 25. File #: 15-4245 Type: Consent Item

- Wetherill Engineering (DBE) ($239,324) (ground survey, aerial mapping, map development)
- Arora Engineers (DBE) ($158,771) (geographic information, system assessment, mapping, 508 compliance)
- TransSolutions (DBE) ($122,255) (delay, airfield and airspace modeling, alternatives assessment)
- Marr Arnold (DBE) ($46,443) (airport planning, alternatives analysis and review)
- Meeting Services, Inc (DBE) ($22,398) (media management, audio/visual services)
- FourSquare ITP (DBE) ($20,741) (stakeholder engagement)
- Art & Negative Graphics (DBE) ($20,181) (printing and mailing)
- AVCON, Inc (DBE) ($16,843) (airfield engineering)
- KB Environmental (DBE) ($13,240) (air quality and greenhouse gas assessment)
- MM/I and Associates Inc. (DBE) ($7,960) (translation and interpreting services)

Fiscal Note
Funding: Aviation Community Investment Plan
The Airport will seek a federal grant reimbursement for up to 75% of the project cost.
Airport Centralized Receiving and Distribution Center

Action:
Approve a contract in the amount of $142,090 with LS3P Associates, LTD to provide architectural and engineering services for a temporary Centralized Receiving and Distribution Center.

Staff Resource(s):
Brent Cagle, Aviation
Jack Christine, Aviation

Explanation
- The contract with LS3P Associates, LTD will provide architectural and engineering services to renovate an existing cargo facility into a temporary centralized receiving and distribution center for Aviation’s concession tenants.
- Concession tenants have occupied the same space since 1982, despite significant growth in operations.
- Due to the time needed to construct a permanent facility, the Aviation staff, in coordination with the Airport’s concession partners, determined that a temporary facility would immediately accommodate existing demands.
- On June 14, 2016, the City issued a Request for Qualifications; three firms submitted a proposal.
- LS3P Associates, LTD was selected based on its extensive experience in distribution centers of this type, particularly as it relates to large hub airports.
- Aviation continues to work with concessionaires to determine the plan for the permanent facility.
- The concessionaires will pay a rent that recovers the costs of design, construction, and ongoing operations and maintenance once the facility is opened.

Charlotte Business INClusion
The City negotiates subcontracting participation after the proposal selection process (Part C: Section 2.1 (h) of the Charlotte Business INClusion Policy).
LS3P Associates, LTD has committed 3.55% ($5,040) of the total contract amount to the following certified firm:
- Willoughby 2000 PLLC (SBE) ($5,040) (cost estimating)

Fiscal Note
Funding: Aviation Community Investment Plan
Citywide Technology Products and Associated Services

Action:
A. Approve unit price contracts with the following companies for technology products and associated services for an initial term of three years:
   - CDW LLC,
   - Mosaic451 LLC,
   - Ricoh USA Inc.,
   - SHI International Corp, and
   - Troxell Communications Inc.

B. Authorize the City Manager to renew the contracts for up to two additional, one-year terms with possible price adjustments and to amend the contracts as recommended to meet business needs.

Staff Resource:
Randy Harrington, Management and Financial Services
Teresa Smith, Management and Financial Services

Explanation:
- The City uses miscellaneous technology goods and services which are procured from a variety of providers.
- The vendors will provide the following miscellaneous technology goods and services:
  - Computer peripherals (printers, scanners, keyboards, mouse, speakers, etc.),
  - Conference room equipment (smartboards and projectors),
  - Miscellaneous technology items (plotters, tablet computers, ruggedized laptops, basic video cameras and equipment, power protection, and A/V equipment, etc.),
  - Servers,
  - Network hardware and software, and
  - Commercial off the shelf software, support, maintenance, licensing and related services.
- On November 1, 2016, the City issued a Request for Proposals (RFP); on behalf of the Charlotte Cooperative Purchasing Alliance (CCPA) for Technology Products and Associated Services. In response to the RFP, the City received 23 proposals were received from interested service providers.
- The contract will be part of the CCPA, which is a cooperative purchasing program within Management and Financial Services with the specific purpose of reducing procurement costs by leveraging aggregate purchasing volume to receive better pricing.
- CCPA contracts are available for use by and to benefit all entities that must comply with state purchasing laws (cities, counties, public and private schools, colleges and universities, non-profits, and all governmental entities).
- CDW LLC, Mosaic451 LLC, Ricoh USA Inc., SHI International Corp, and Troxell Communications Inc. best meet the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- It is anticipated that the contracts may be renewed for up to two additional, one-year terms.
The vendors will charge the City at their current catalog list cost minus set discounts provided in their contracts, copies of which are available upon request. Estimated combined contract expenditures for all contracts are $3,000,000 annually.

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: Various Department Operating Budgets
Citywide Drug and Alcohol Testing Services

Action:
A. Authorize the City Manager to negotiate and approve a unit price contract with Wolfe, Inc. for Citywide Drug and Alcohol Testing Services for an initial term of three years, and
B. Authorize the City Manager to renew the contract for up to two, one-year terms with possible price adjustments and to amend the contract as necessary to meet business needs.

Staff Resource(s):
Cheryl Brown, Human Resources
Randy Harrington, Management and Financial Services
Teresa Smith, Management and Financial Services

Explanation
- The Company will perform drug and alcohol testing services in accordance with the City’s drug and alcohol policies and procedures for all City departments. The City is estimated to administer 5,500 drug tests and 2,200 alcohol tests annually.
- The Company will screen City employees and job applicants for illegal drugs and improper use of prescription drugs and alcohol for the following events:
  - Regular drug testing of City employees and job applicants;
  - Post-accident and reasonable suspicion testing; and
  - Random testing of employees in safety-sensitive jobs such as fire, police, treatment plant operators, and light rail conductors.
- Testing services are available 24/7 for emergency and after-hours needs.
- Testing options are provided for job applicants that reside outside of the Charlotte metro area.
- Individual City departments work directly with the Company to schedule tests for employees and applicants and to receive test results.
- On January 12, 2017, the City issued a Request for Proposals (RFP); eight proposals were received from interested service providers.
- Wolfe, Inc. best meets the City’s needs in terms of qualifications, experience, cost, and responsiveness to the RFP requirements.
- It is anticipated that the contract may be renewed for up to two additional one-year terms at prices to be negotiated based on market conditions.
- The Company will be paid the unit prices set forth in the contract, a copy of which is available upon request.
- Estimated contract expenditures are $180,300 annually.

Charlotte Business INCInclusion
The City negotiated subcontracting participation after the proposal selection process (Part C: Section 2.1(h) of the Charlotte Business Inclusion Policy). Wolfe, Inc. has identified MSBEs on its project and has committed 30% of the total contract amount to the following certified firms:
- Behavioral Health Intervention Center (SBE);
Agenda #: 28. File #: 15-5214 Type: Consent Item

- Fast and Accurate Test Labs d/b/a FACTLabs (MBE, SBE); and
- EPC (MBE)

Fiscal Note
Funding: Various Department Operating Budgets
Refund of Property Taxes

**Action:**
Adopt a resolution authorizing the refund of property taxes assessed through clerical or assessment error in the amount of $7,562.58.

**Staff Resource(s):**
Randy Harrington, Management and Financial Services
Teresa Smith, Management and Financial Services

**Explanation**
- Mecklenburg County notified and provided the City the list of Property Tax refunds due to clerical or assessment error.

**Attachment(s)**
Taxpayers and Refunds Requested
Resolution
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**Total:** $7,562.58
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 assessment error.

NOW, THEREFORE, BE RESOLVED by the City Council of the City of Charlotte, North Carolina, in regular session assembled this 10th day of April 2017 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.
Meeting Minutes

Action:
Approve the titles, motions, and votes reflected in the Clerk’s record as the minutes of:
  – February 27, 2017, Business Meeting
  – March 6, 2017, Workshop
  – March 20, 2017, Zoning Meeting

Staff Resource(s):
Stephanie Kelly, City Clerk’s Office
Property Transactions - Beam Road Roundabout at Shopton Road, Parcel #3

Action: Approve the following Condemnation: Beam Road Roundabout at Shopton Road, Parcel #3

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.

Project: Beam Road Roundabout at Shopton Road, Parcel #3

Owner(s): Retreat at Carrington Oaks, LLC

Property Address: 1825 Carrington Oaks Drive

Total Parcel Area: 1,010,218 sq. ft. (23.191 ac.)

Property to be acquired by Fee: 6,825 sq. ft. (.157 ac.) in Fee Simple

Property to be acquired by Easements: 1,220 sq. ft. (.028 ac.) in Storm Drainage Easement, plus 1,449 sq. ft. (.033 ac.) in Sidewalk and Utility Easement, plus 15,327 sq. ft. (.352 ac.) in Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: Trees, shrubs and various plantings

Zoned: R-12

Use: Multi Family

Tax Code: 201-011-07

Appraised Value: $79,850

Property Owner’s Concerns: The property owner is concerned the project impacts will eliminate their ability to install future signage.

City’s Response to Property Owner’s Concerns: Staff provided the property owner with the appropriate contacts in zoning, per their request, in order to determine if signage could be installed on the property in the future.

Recommendation: To avoid delay in the project schedule, proceed to condemnation during which time negotiations can continue, mediation is available and if necessary, just
compensation can be determined by the court.

Council District: 3
Agenda #: 32. File #: 15-5265 Type: Consent Item

Property Transactions - Shopton Road West Sidewalk Gap, Parcel #2

Action: Approve the following Condemnation: Shopton Road West Sidewalk Gap, Parcel #2

Project: Shopton Road West Sidewalk Gap, Parcel #2

Owner(s): Shirley Grier Strawn

Property Address: 10009 Shopton Road West

Total Parcel Area: 114,740 sq. ft. (2.634 ac.)

Property to be acquired by Easements: 127 sq. ft. (.003 ac.) in Sidewalk and Utility Easement, plus 1,290 sq. ft. (.03 ac.) in Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: None

Zoned: R-3

Use: Single-family Residential - Rural Acreage

Tax Code: 199-191-18

Appraised Value: $150

Recommendation: Proceed to condemnation to obtain clear title and avoid delay in the project schedule.

Council District: 3
Agenda #: 33. File #: 15-5266 Type: Consent Item

Property Transactions - McKee Road and Providence Road Intersection Improvements, Parcel #11.1

Action: Approve the following Condemnation: McKee Road and Providence Road Intersection Improvements, Parcel #11.1

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.

Project: McKee Road and Providence Road Intersection Improvements, Parcel #11.1

Owner(s): Providence Park Apartments I, LLC

Property Address: 4800 Alexander Valley Drive

Total Parcel Area: 687,961 sq. ft. (15.793 ac.)

Property to be acquired by Easements: 3,826 sq. ft. (.088 ac.) in Utility Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: Trees and various plantings

Zoned: R-3

Use: Single-family Residential

Tax Code: 231-202-32

Appraised Value: $6,000

Property Owner’s Concerns: The property owner is concerned with the loss of trees, landscaping and the compensation amount offered.

City’s Response to Property Owner’s Concerns: Property owner informed that he could obtain his owned appraisal to justify a counter offer.

Recommendation: To avoid delay in the project schedule, proceed 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
Property Transactions - Kenilworth / Romany Storm Water Improvement Project, Parcel #25

Action: Approve the following Condemnation: Kenilworth / Romany Storm Water Improvement Project, Parcel #25

Project: Kenilworth / Romany Storm Water Improvement Project, Parcel #25

Program: Flood Control

Owner(s): Judith A. Keck, Trustee of the Land Trust

Property Address: 1201 Buchanan Street

Total Parcel Area: 5,800 sq. ft. (.133 ac.)

Property to be acquired by Easements: 249.91 sq. ft. (.006 ac.) in Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: None

Zoned: R-8

Use: Single-family Residential

Tax Code: 123-126-05

Appraised Value: $3,100

Outstanding Concerns: Property owner became unresponsive during negotiations.

Recommendation: To avoid delay in the project schedule, proceed 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 #: 35. File #: 15-5385  Type: Consent Item

Property Transactions - Lyon Court Storm Drainage Improvement Project, Parcel #139

Action: Approve the following Acquisition: Lyon Court Storm Drainage Improvement Project, Parcel #139

Project: Lyon Court Storm Drainage Improvement Project, Parcel #139

Program: Flood Control

Owner(s): Marcia Marie Mallet

Property Address: 1639 Nassau Boulevard

Total Parcel Area: 12,705 sq. ft. (.292 ac.)

Property to be acquired by Easements: 1,904 sq. ft. (.044 ac.) in Storm Drainage Easement, plus 1,202 sq. ft. (.028 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: 095-079-36

Purchase Price: $36,500

Council District: 1
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 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.
Reference - Property Transaction Process

Property Transaction Process Following City 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.
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.