City of Charlotte

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

Meeting Agenda

Monday, February 27, 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
City of Charlotte

Meeting Agenda
City Council Business Meeting

Monday, February 27, 2017
5:00 PM

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

6. Consent agenda items 18 through 46 may be considered in one motion except for those items removed by a Council member. Items are removed by notifying the City Clerk... 6

6:30 P.M. CITIZENS’ FORUM

PUBLIC HEARING

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</tr>
</tbody>
</table>
Mayor and Council Consent Item Questions

Staff Resource(s):
Debra Campbell, 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.
Follow-up from Council Discussion on City-owned Property and Affordable Housing

Staff Resource(s):
Kim Eagle, City Manager’s Office
Gina Shell, Engineering & Property Management
Pamela Wideman, Neighborhood & Business Services

Time: 25 minutes

Explanation
- As a follow up to the February 13 Council Business meeting discussion related to the allocation of proceeds from the sale of City-owned property to the Housing Trust Fund, staff will provide a presentation on:
  - Status of proposed real estate portfolio management guidelines,
  - Review of the current policy for the allocation of land sale proceeds, and
  - An overview of affordable housing programs.
Blue Line Extension Update

Staff Resource(s):
John Lewis, CATS
Jill Brim, CATS
William Haas, Engineering & Property Management

Time: 35 minutes

Explanation
The purpose of the presentation is to provide an update on the schedule and budget of the Blue Line Extension project and share information on upcoming City Council actions.
Answers to Mayor and Council Consent Item Questions

Staff Resource(s):
Debra Campbell, City Manager’s Office

Time: 10 minutes

Synopsis
Staff responses to questions from the beginning of the dinner meeting.
Closed Session

Action:

Adopt a motion to go into closed session pursuant to North Carolina General Statute 143-318.11(a)(3) to consult with attorneys employed or retained by the City in order to preserve the attorney-client privilege and to consider and give instructions to the attorneys concerning the handling or settlement of City of Charlotte v. Verint Americas Inc. - 16-CVS-14056.
Agenda #: 6. File #: 15-5075 Type: Consent Item

Consent agenda items 18 through 46 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.
File #: 15-5022 Type: Public Hearing Item

Public Hearing on a Resolution to Close an Unopened Alleyway Between E. 24th Street and E. 25th Street

Action:
A. Conduct a public hearing to close an unopened alleyway between E. 24th Street and E. 25th Street, and
B. Adopt a resolution to close an unopened alleyway between E. 24th Street and E. 25th Street.

Staff Resource(s):
Jeff Boenisch, Transportation

Explanation
- North Carolina General Statute 160A-299 outlines the procedures for permanently closing streets and alleys.
- The Charlotte Department of Transportation received a petition to abandon public right-of-way and requests this City Council action in accordance with the statute.
- The action removes land from public right-of-way status and attaches it to the adjacent property.
- The attached resolution refers to exhibits and metes and bounds descriptions that are available in the City Clerk's Office.
- The unopened alleyway between E. 24th Street and E. 25th Street is located in Council District 1.

Petitioners
Howard F. Starnes and Tom Burket with WP East Acquisitions, LLC.

Right-of-Way to be Abandoned
The unopened alleyway is located within a block bound by E. 24th Street, N. Brevard Street, E. 25th Street, and N. Davidson Street.

Reason
The petitioner is vested in all of the abutting property and intends to reassemble this land to include an unopened alleyway between E. 24th Street and E. 25th Street. The assembly of this land is consistent with rezoning petition #2016-005 for the Lofts at 25th and Brevard multi-family development, which was approved by City Council on February 15, 2016.

Notification
As part of the City's notification process, and in compliance with North Carolina General Statute 160A-299, the Charlotte Department of Transportation submitted this abandonment petition for review by the public and City Departments.
Agenda #: 7. File #: 15-5022 Type: Public Hearing Item

Adjoining property owner(s) - All abutting property is owned by the petitioner.

Neighborhood/Business Association(s)
Villa Heights Community Organization - Notified/no comments

Private Utility Companies - No objections

City Departments
Review by City departments identified no apparent reason this closing would:
  ▪ Be contrary to the public interest;
  ▪ Deprive any individual(s) owning property in the vicinity of reasonable means of ingress and egress to his property as outlined in the statutes; and
  ▪ Be contrary to the adopted policy to preserve existing rights-of-way for connectivity.

Attachment(s)
Map
Resolution
Abandonment petition #2016-15

Right-of-Way Abandonment Area
An Unopened Alleyway between E. 24th Street & E. 25th Street
RESOLUTION CLOSING AN UNOPENED ALLEYWAY BETWEEN E. 24TH STREET AND E. 25TH STREET IN THE CITY OF CHARLOTTE, MECKLENBURG COUNTY, NORTH CAROLINA

WHEREAS, pursuant to the provisions of Chapter 160A-299 of the General Statutes of North Carolina, the City Council has caused to be published a Resolution of Intent to close an unopened alleyway between E. 24th Street and E. 25th Street, which calls for a public hearing on the question; and

WHEREAS, the petitioner has caused a copy of the Resolution of Intent to close an unopened alleyway between E. 24th Street and E. 25th Street to be sent by registered or certified mail to all owners of property adjoining the said street and prominently posted a notice of the closing and public hearing in at least 2 places along said street or alley, all as required by G.S. 160A-299; and

WHEREAS, the public hearing was held on the 27th day of February, 2017, and City Council determined that the closing an unopened alleyway between E. 24th Street and E. 25th Street is not contrary to the public interest, and that no individual, firm or corporation owning property in the vicinity thereof will be deprived of reasonable means of ingress and egress to his or its property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charlotte, North Carolina at its regularly assembled meeting of February 27, 2017, that the Council hereby orders the closing of an unopened alleyway between E. 24th Street and E. 25th Street in the City of Charlotte Mecklenburg County, North Carolina as shown in the map marked “Exhibit A”, and is more particularly described by metes and bounds in the document marked “Exhibit B”, all of which are attached hereto and made a part hereof.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be filed in the Office of the Register of Deeds for Mecklenburg County, North Carolina.
Transportation Action Plan Five-Year Update

Action: Approve the Transportation & Planning Committee’s Recommendation to adopt the five-Year update of the Transportation Action Plan.

Committee Chair: Vi Lyles, Transportation & Planning

Staff Resource(s): Norm Steinman, Transportation

Explanation
- The Transportation Action Plan (TAP) is Charlotte’s long-range, comprehensive, multimodal transportation plan.
- The TAP describes goals, policies, and objectives to achieve the City’s vision of becoming the premier city in the nation for integrating transportation and land use. The TAP was first adopted by City Council on May 22, 2006 and updated on August 22, 2011.
- To help accommodate Charlotte’s growth and provide more transportation choices, the TAP describes eight categories of transportation investments, including maintenance, streets, signals, safety projects, pedestrian and bicycle projects, and advance planning activities.
- In 2016, the Transportation & Planning Committee discussed the TAP at five of their meetings.

Community Input
- Since early 2016, staff has collected public comments at a number of events held throughout the City, including hosting a transportation fair; small pop-up meetings, joint workshops with the City’s Planning Department, presentations to the Charlotte Chamber’s Transportation Committee and Sustain Charlotte’s Transportation Choices Alliance, and community events such as Open Streets 704.
- Staff gathered information from the City’s 2016 Transportation Survey and collected comments on the draft TAP using an online survey accessed through the City’s website. On January 23, 2017, City Council received a presentation from staff and public comments. Nine speakers spoke in support of the TAP, none opposed.

Plan Recommendations
- The 2016 TAP Update recommends investing $5.1 billion in the City’s transportation network over a 25-year period. This level of investment by the City is necessary to build, maintain, and operate a travel network with safe options for pedestrians, bicyclists, transit riders, and motorists.
- Key investments recommended in the TAP include 100 multimodal arterial projects, 40 multimodal intersections, 250 miles of new sidewalks, 250 miles of new bicycle facilities, and 150 traffic-calming projects over the next 25 years. The TAP also recommends maintaining City streets at a 12-year resurfacing cycle.
- The investments recommended in the TAP are expected to be applied in future Community
Investment Plans.

Transportation & Planning Committee Discussion
- Throughout calendar year 2016, staff provided information about the TAP to the Transportation & Planning Committee. Numerous discussions took place involving goals, policies, and implementation strategies.
- On February 13, 2017, staff presented information to the Transportation & Planning Committee about public comments and responded to key questions from City Council and the public that were raised at the January 23 Citizens’ Forum. The Committee voted unanimously (Lyles, Ajmera, Kinsey, Phipps, and Smith) to recommend the TAP to the full City Council for adoption.

Attachment(s)
The Transportation Action Plan can be found online at:  
Charlotte WALKS Pedestrian Plan

Action:
Approve the Transportation & Planning Committee’s recommendation to adopt the Charlotte WALKS Pedestrian Plan.

Committee Chair:
Vi Lyles, Transportation & Planning

Staff Resource(s):
Scott Curry, Transportation

Explanation
- Charlotte WALKS is Charlotte’s first comprehensive pedestrian plan. The plan brings together a number of existing walkability initiatives and identifies new strategies for meeting the pedestrian safety and walkability goals described in the Transportation Action Plan (TAP).
- Charlotte WALKS will become the guiding document for the City’s ongoing efforts related to walkability.
- In 2016, the Transportation & Planning Committee discussed Charlotte WALKS at three of their meetings.

Community Input
- Since February 2015, City staff has held 30 public input events attended by over 1,000 people.
- Public input events were held throughout the City and included large transportation fairs, small pop-up meetings, walking tours, and sessions targeted specifically toward youth and seniors.
- Staff collected comments on the draft Charlotte WALKS Pedestrian Plan using an online survey and through joint workshops with the Charlotte-Mecklenburg Planning Department.
- On January 23, 2017, City Council received a presentation from staff and public comments at a Citizens’ Forum. 13 speakers spoke in support of Charlotte WALKS, one opposed.

Plan Recommendations
- Charlotte WALKS includes specific action items, ranging from future capital investments and suggested policy changes, to potential amendments to the City’s development ordinances.
- The action items are grouped into three chapters: Safe, Useful, and Inviting. These chapters correspond to the results of the public input for Charlotte WALKS.
- Charlotte WALKS includes three high-priority action items:
  - Back-of-curb sidewalks on thoroughfares (i.e. increasing buffer space between pedestrians and fast moving traffic);
  - Filling gaps in the sidewalk network; and
  - Installing more pedestrian crossings (especially on busy, high-speed thoroughfares).

Transportation & Planning Committee Discussion
- Throughout calendar year 2016, staff provided information about Charlotte WALKS to the
Transportation & Planning Committee. Numerous discussions took place involving goals, policies, and implementation strategies.

- On February 13, 2017, staff presented information to the Transportation & Planning Committee about public comments and responded to key questions received from City Council and the public that were raised at the January 23 Citizens’ Forum. The Committee voted unanimously (Lyles, Ajmera, Kinsey, Phipps, and Smith) to recommend Charlotte WALKS to the full City Council for adoption.

**Attachment(s)**
The Charlotte WALKS Plan can be found online at: [www.charlottenc.gov/CharlotteWALKS](http://www.charlottenc.gov/CharlotteWALKS)
City Manager’s Report
NC Clean Water State Revolving Fund Application

Action:

A. Adopt a resolution authorizing Charlotte Water to apply for a Clean Water State Revolving Fund loan in an amount not to exceed $76,460,000,

B. Authorize the City Manager to take necessary actions to accept and complete the financing, including making application to the State of North Carolina Department of Environmental Quality and obtaining Local Government Commission approval, and

C. Adopt a budget ordinance appropriating $76,460,000 from Clean Water State Revolving Fund.

Staff Resource(s):
Barry Gullet, Charlotte Water
Scott Greer, Management & Financial Services

Explanation

- Charlotte Water desires to apply for a Clean Water State Revolving Fund loan for the construction of the McAlpine Creek Wastewater Management Facility Clarifier and Aeration Rehabilitation Project.

- The North Carolina Clean Water State Revolving Fund loan program offers interest free loans (0%) for projects that demonstrate a significant energy savings and low interest loans (1.9%) for other projects. A portion of this project includes aeration basin improvements that are expected to qualify for the 0% loan program and the remaining portion will qualify for the low interest rate (1.9%).

- Funding for this project is currently included in the Charlotte Water Community Investment Plan; however, if selected for the loan program, the City will realize an estimated savings of approximately $12 million over the 20-year term, compared to traditional financing.

- The loan provides for an interest free construction period with payments beginning after completion of the project.

- The loan is available from a fund established by the state and administered by the Department of Environmental Quality (formerly the Department of Natural Resources (DENR)) and the Local Government Commission.

- On December 12, 2016, City Council approved a contract with Black & Veatch International Company for Owner’s Representative Services on this Design-Build Project. A design-build team will be solicited and selected in 2017.

- Contingent upon approval of the loan, Charlotte Water anticipates returning to City Council in the fall of 2017 to seek approval to award the construction contract.
Agenda #: 11. File #: 15-4977 Type: Business Item

Fiscal Note
Funding: Charlotte Water Debt Service Fund

Attachment(s)
Map
Budget Ordinance
Resolution
McAlpine Creek Wastewater Treatment Plant Clarifier and Aeration Improvement Project – Map

Project Area is located within City Council District 7
AN ORDINANCE TO AMEND ORDINANCE NUMBER 8040-X, THE 2016-2017 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF $76,460,000 IN CLEAN WATER STATE REVOLVING FUND LOAN FOR THE MCALPINE CREEK WASTEWATER MANAGEMENT FACILITY CLARIFIER AND AERATION REHABILITATION PROJECT (CARP)

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

Section 1. That the sum of $76,460,000 hereby estimated to be available from the following sources

Clean Water State Revolving Fund

Section 2. That the sum of $76,460,000 is hereby appropriated to 6261-70-72-7030-7030-70-0000-000-530-500-7030-700042

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 and contingent upon the award of the loan

Approved as to form:

City Attorney
RESOLUTION PASSED BY THE CITY COUNCIL OF THE CITY OF CHARLOTTE,
NORTH CAROLINA ON FEBRUARY 27th, 2017

A motion was made by _____________________ and seconded by__________________________
for the adoption of the following Resolution, and upon being put to a vote was duly adopted:

Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants
to aid eligible units of government in financing the cost of construction of wastewater
treatment works, and

WHEREAS, The City of Charlotte has need for and intends to construct a wastewater treatment
works project described as the Clarifier and Aeration Rehabilitation Project at the
McAlpine Creek Wastewater Treatment Plant, and

WHEREAS, The City of Charlotte intends to request state loan assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CHARLOTTE:

That the City of Charlotte, will arrange financing for all remaining costs of the project, if
approved for a State loan award.

That the City of Charlotte will adopt and place into effect on or before completion of the
project a schedule of fees and charges and other available funds which will provide
adequate funds for proper operation, maintenance, and administration of the system
and the repayment of all principal and interest on the debt.

That the governing body of the City of Charlotte agrees to include in the loan agreement
a provision authorizing the State Treasurer, upon failure of the City of Charlotte to make
scheduled repayment of the loan, to withhold from the City of Charlotte any State funds
that would otherwise be distributed to the local government unit in an amount
sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the City of Charlotte will provide for efficient operation and maintenance of the
project on completion of construction thereof.

That the City of Charlotte, Randy Harrington (CFO) or Robert Campbell (Finance
Director), and successors so titled, are hereby authorized to execute and file an
application on behalf of the City of Charlotte with the State of North Carolina for a loan
to aid in the construction of the project described above.

That Randy Harrington, Robert Campbell and Barry Gullet, (Charlotte Water Director),
and successors so titled, are hereby authorized and directed to furnish such information
as the appropriate State agency may request in connection with such application or the
project: to make the assurances as contained above; and to execute such other
documents as may be required in connection with the application.

That the City of Charlotte has substantially complied or will substantially comply with all
Federal, State, and local laws, rules, regulations, and ordinances applicable to the
project and to Federal and State grants and loans pertaining thereto.

Adopted this the 27th day of February, 2017 at Charlotte, North Carolina.

__________________________________________
Jennifer Roberts, Mayor, City of Charlotte
CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting [Deputy City Clerk] of the City of Charlotte does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City Council of the City of Charlotte duly held on the 27\textsuperscript{th} day of February, 2017; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. In Minute Book \(\underline{\text{_____}}\), Resolution Book \(\underline{\text{___}}\), Page \(\underline{\text{____-____}}\).

IN WITNESS WHEREOF, I have hereunto set my hand this \(\underline{\text{27th}}\) day of February, 2017.


\begin{flushright}
(Signature)
\end{flushright}

Deputy City Clerk

\begin{flushright}
(Title)
\end{flushright}
Agenda #: 12. File #: 15-5052 Type: Appointment

Appointments to the Business Advisory Committee

Action: Vote on blue ballots and return to Clerk at dinner.

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

Explanation
- One appointment for a partial term beginning immediately and ending April 28, 2017, then followed by a full three-year term until April 27, 2020.
- One appointment for a partial term beginning immediately and ending April 28, 2018.
- One appointment for a partial term beginning immediately and ending April 28, 2019.
  - Romante Archer, by Council members Kinsey and Mitchell
  - Matthew DeBoer, by Council members Eiselt and Lyles
  - Daniel Freeman, by Council members Driggs and Mitchell
  - Rachel Geathers, by Council members Austin and Mayfield
  - Rocio Gonzalez-Zornosa, by Council members Ajmera, Austin, Eiselt, Lyles, and Mayfield
  - Daniel Herrera, by Council members Fallon and Smith
  - Johnell Holman, by Council members Ajmera and Driggs
  - Monique Horace, by Council members Austin, Eiselt, Lyles, and Mitchell

Attachment(s)
Business Advisory Committee Applicants
The Business Advisory Committee (BAC) provides recommendations and advice to City Council on ways the City can help businesses in Charlotte, with a particular emphasis on small businesses and provides a forum for businesses to raise issues, discuss and have input into City policy responses to these issues. The BAC provides input and recommendations on the City’s Economic Development Focus Area Plan, with a particular emphasis on small business development, city contracting programs, revitalization of distressed business districts, business recruitment, retention and expansion efforts, public/private partnership projects, and business customer service. The BAC keeps City Council and City Department Managers abreast of conditions in the business community and how these might affect business-government relations and needs for public services.

COMMITTEE MEMBERS
20 Members (2 by Mayor; 6 by City Council): 5 recommendations by the Charlotte Chamber of Commerce; 1 recommendation by the Carolinas Asian-American Chamber of Commerce; 1 recommendation by the Charlotte-Mecklenburg Black Chamber of Commerce; 1 recommendation by the Charlotte-Mecklenburg Latin-American Chamber of Commerce; 1 certified SBE recommendation by the Hispanic Contractors Association; 1 certified SBE recommendation by the Metrolina Minority Contractors Association; 1 recommendation by the Native American Association; 1 recommendation by the National Association of Women Business Owners.

MEMBERSHIP
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 and must file a Statement of Economic Interest by February 1st of each year.

MEETING INFORMATION
Meeting Day: 3rd Friday monthly
Meeting Time: 8:00 a.m.
Meeting Location: Government Center Building (600 East 4th Street)
Time Commitment: 1-2 hours per month

ADDITIONAL INFORMATION
Website: http://charlottenc.gov/NCS/ED/Boards/Pages/BAC.aspx

BOARD HISTORY

BOARD DOCUMENTS
N/A
<table>
<thead>
<tr>
<th>Name</th>
<th>Term</th>
<th>Start - End</th>
<th>Office</th>
<th>Position</th>
<th>Category</th>
<th>Appointed By</th>
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</thead>
<tbody>
<tr>
<td>DEALVA W GLENN</td>
<td>Partial</td>
<td>Mar 28, 2016 - Apr 30, 2019</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
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<td>SOPHIA MATTHEWS</td>
<td>Partial</td>
<td>Nov 14, 2016 - Apr 28, 2018</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
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<tr>
<td>DAVID PHILIPS</td>
<td>Partial</td>
<td>Apr 28, 2016 - Apr 27, 2019</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Chairman</td>
<td>None</td>
<td>Mayor</td>
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<td>EDWARD ROPER</td>
<td>Partial</td>
<td>Dec 08, 2014 - Apr 28, 2017</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>Certified SBE Recommended By MetroIna Minority Contractors Association For Appointment By City Council</td>
<td>City Council</td>
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<td>WILL RUSSELL</td>
<td>1st Term</td>
<td>Apr 27, 2015 - Apr 28, 2018</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
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<td>LESTER SELBY</td>
<td>1st Term</td>
<td>Apr 29, 2014 - Apr 28, 2017</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>Recommended By The Black Chamber Of Commerce For Appointment By City Council</td>
<td>City Council</td>
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<td>VACANCY</td>
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<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
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<td>Board Member</td>
<td>None</td>
<td>City Council</td>
</tr>
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</table>
List any boards you are currently serving on:

NA

List any boards you have served on in the past:

NA

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 (B), Community Relations Committee (O)

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

I am interested in serving on the Business Advisory Committee, because I feel that it is important to grow, develop, connect, and educate businesses within the city of Charlotte. This committee is a great outlet to make those things as well as many others associated with business, city relations, and public services happen. I want to be an active and contributing member to something as important as this role and committee; to make a better impact as our city continues to grow.

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

I have a background that has served under many business verticals (i.e. financial services, property development/management, enterprise software solutions/security, and small/medium business development). Also, I host/present business seminars and classes related to developing and growing prosperous small/medium size businesses. I serve as a member/officer to a number of business organizations nationally/locally. I have presented and served on panels for entrepreneurship/investment education. I serve on the NCAA Academic Integrity Committee.
Senior Sales and Development Coordinator

Brief description of duties:

Provided new and existing customers with product, asset, and service information. Updated sales performance metrics to improve quality and capabilities to meet and/or exceed goals. Work with managers to understand customer trends. Develop training for agents to better serve customer needs and product information.

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 Employer

Spouse's Job Title

Other

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

Business Referral

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 fall under?

Small/Medium Business Development

If you selected 'Other' please explain

If you selected 'Other', please explain:

Boards/Commissions Disclaimer

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

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

Please type your name below:

[Signature]
List any boards you are currently serving on:

TPC Piper Glen MGA, Dean Ragan LLC

List any boards you have served on in the past:

Union County Juvenile Crime Prevention Council, Family Crisis Council - Salisbury, NC, Apple Baking Company, Pearson DeBoer Creative Solutions

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 Mecklenburg Public Access Corporation, Privatization/Competition Advisory Committee (E), Zoning Board Of Adjustment (B/O/E)

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

I believe my background and daily availability would be an asset to this committee. I have two young children (12/10) and I want to put my experience to work in order to help provide a thriving business environment for them to grow up in. I am tired of the fact most of our society believes that complaining is conversation. My grandfather told me, “If you are not lighting any candles, don’t complain about being in the dark” and by serving on boards/committees like this one, I can set an example of what that really means and why it is important to participate in the process if you want to share in the benefits.

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

I worked for a Fortune 500 company for 15 years (C.H. Robinson Worldwide) before leaving to run a wholesale baking operation that was about to go under (Apple Baking Company - Salisbury, NC). After turning the company around, I left to start a company with a partner. 2 years later we sold that company and moved to Charlotte, where I currently hold a real estate license and run my own firm - Dean Ragan Realty. From these experiences, I have gained a tremendous amount of experience in negotiating, procurement, analysis, marketing, business development strategy creation, budgeting, employee/customer relations and website development.
1
Years in current position:

Owner
Job Title:

Brief description of duties:

Residential real estate services, website development, customer relations, business planning and budgeting, strategic planning, negotiating and marketing services.

Other employment history:

C.H. Robinson Worldwide - 15 years, President - Apple Baking Company - 5 years, Co-Founder/President Pearson DeBoer Creative Solutions - 2 years, Helen Adams Realty - 2 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:

If you selected 'Other', please explain

College
Education:

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

Additional Education History:

Cornell University Leadership Program

Tammy DeBoer
Spouse's Name:

Dollar Tree/Family Dollar
Spouse's Employer:

CMO
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 sector, if any, do you fall under

Boards/.Commissions Disclaimer

Matthew A DeBoer  Page 3 of 5  Matthew A DeBoer  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

Please type your name below:

Matthew A DeBoer
List any boards you are currently serving on:

Commissioner, North Carolina Governor’s Human Relations Committee, Raleigh, NC 6/2015-Present
Member, Mecklenburg County Board of Commissioners - Small Business and Entrepreneurship Advisory Board, Charlotte, NC 6/13-Present

List any boards you have served on in the past:

Member, North Carolina Governor’s Statewide Youth Advisory Council, Raleigh, NC 8/13-12/14 Member, Town of Huntersville Planning Board, Huntersville, NC 3/13-2/15

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), Community Relations Committee (O)

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

I am a small business owner in the Charlotte-Mecklenburg area. Ethnically/Culturally I am a mix of Black, Latino and Native American and thus have different obstacles to overcome as a small business owner and as well work within each of these communities in Charlotte-Mecklenburg.

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

I serve on the Mecklenburg County Small Business/Entrepreneurship Board and the State of North Carolina Human Relations Committee. I bring with me 8 years of military experience and 15 years of Corporate experience as an Senior Executive for a global company; and as a Consultant for the last 7 years. I am also very active within the communities that I mentioned earlier with business support and human relations work.

Freeman Public Relations Group

Current Employer:

7

Years in current position:
Managing Director, Public Relations

Brief description of duties:

Provides communications work as an intermediary between the public and an organization, business and/or political campaign/committee.

Other employment history:

VP, PR & Communications, COSS Development Corporation, Huntersville, NC, 5/06 – 3/09
Communications Manager, Branch Banking & Trust Corporation, Raleigh, NC, 7/03 – 5/06 Director, Communications/Public Affairs, Dataradio Corporation, Atlanta, GA, 10/99 - 6/03 Senior Marketing Specialist, GE Ericsson Communications Inc., RTP, NC, 7/96 - 10/99 Supervisor, Administrative Services, United States Army, Washington, DC, 7/89 - 7/96

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:

Other

Education:

PhD - Organizational Management

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 Business Advisory Committee (E).

None of the Above

Which industry sector, 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:

__________________________
Daniel F Freeman PhD
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?

Business Advisory Committee (E)

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

I am a local business owner and believe I can be a valuable resource for the City's leadership.

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

In my professional career I have honed my consensus building skills which I believe could be vital to serving on the Business Advisory Committee.

Geathers Enterprises, Inc.

Current Employer:

3

Years in current position:

CEO

Job Title:

Brief description of duties:

Oversee the development and growth of Geathers Enterprises, Inc.'s current and new business ventures.
Other employment history:

The Coca-Cola Company (2005-2013)

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 currently own and operate a business at Charlotte-Douglass International Airport.

College

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 Business Advisory Committee (E).

None of the Above

Which industry sector, 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:

CAB of Mechanics & Farmers Bank

List any boards you have served on in the past:

Charlotte Chamber of Commerce inducted Jan 2016 Latin American Chamber of Commerce Secretary 2 years 2010 and 2011 RPAC - Realtor Association Political Council 3 yrs 2004 to 2007

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)

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

I am interested in serving in a committee that supports the Small Business Community in the Charlotte region. As a member of the Charlotte Chamber Board of Directors and as the Executive Director of the Latin American Chamber of Commerce, I would be honored to serve as a conduit and bridge of communication between the small business owners and the City of Charlotte to foster economic development, economic growth and overall improvements in our city.

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

I have an extensive experience in the Human Services sector, Accounting sector, and was a small business owner for 5 years before joining the Latin American Chamber of Commerce. I have lived in the city of Charlotte since 1999 and want to see it continue to flourish. The small business community is an important factor in the city’s success and I want to offer my time and expertise to support the city and the small business owners.
Executive Director

Brief description of duties:

Executive Director - Manage and Develop all activities of the Latin American Chamber of Commerce that include networking events, Educational programs, Small Business Expos and Fundraisers to mention a few, to provide support, access and connectivity to the Latino and non-Latino Business community in the Charlotte region.

Other employment history:

Accounts Payable Manager - Hanau, Germany; Child Abuse Investigator - Chester Cty Pennsylvania, Real Estate Broker, Allen Tate, Charlotte; Broker-In-Charge, Allen Tate, Charlotte; Director of Membership & Resource Development, LACCC, Charlotte.

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:

Additional Education History:

Associate Degree in Computer Science - University of Maryland, European Campus Germany Bachelors on Hotel Management - East Stroudsburg University, Pennsylvania

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).

None of the Above

Which industry sector, if any, do you fall under

Chamber of Commerce

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:

Rocio Gonzalez-Zornosa
List any boards you are currently serving on:

Keep Charlotte Beautiful

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?

Business Advisory Committee (E), Charlotte Community Capital Loan Fund, Citizens Review Board (B/O/E), Community Relations Committee (O), Housing Advisory Board of Charlotte-Mecklenburg, Privatization/Competition Advisory Committee (E)

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

Not only am I interested in serving my community, but I want to build bridges within them. Charlotte is my home and if I can contribute to its prosperity, growth, and culture, then I want to do everything I can do do so.

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

I previously worked in the U.S. House of Representatives and worked along-side many people of different backgrounds.

Charlotte School of Law
Current Employer:

1
Years in current position:

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

- Law school student

**Other employment history:**

- U.S. House of Representatives; The Lopez Law Firm

**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:**

- Political Science, B.A, The Catholic University of America

**Other**

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

**Other board members of KCB**

- If you selected 'Other', please explain:

**Board Specific Questions**

- Question applies to Business Advisory Committee (B).

**None of the Above**

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

- 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.

**None of the Above**

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

**N/A**

- If you selected 'Other' please explain

- If you selected 'Other', please explain:

**Boards / Commissions Disclaimer**

N/A

- Spouse's Name:

N/A

- Spouse's Employer

N/A

- Spouse's Job Title

Daniel Herrera

Page 3 of 5

Daniel Herrera

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

Please type your name below:

Daniel Herrera
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?

Business Advisory Committee (E), Charlotte Business INClusion (CBI) Advisory Committee (O/E), Charlotte Housing Authority Board (B/O), Charlotte International Cabinet, Citizens Review Board (B/O/E), Community Relations Committee (O), Keep Charlotte Beautiful, Planning Commission (O/E), Privatization/Competition Advisory Committee (E)

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

Small business owner in Charlotte for over 18 years

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

Paralegal, Navy Veteran, Contract Negotiator, Business Owner

HJH Residential Inc

Current Employer:

18

Years in current position:

Owner

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 Business Advisory Committee (E).  
None of the Above  
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?  

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

Additional Education History:  

Spouse’s Name:  
Spouse’s Employer:  
Spouse’s Job Title:  

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

☐ I Agree

Please type your name below:

Johnell A Holman
<table>
<thead>
<tr>
<th>Name</th>
<th>Email Address</th>
<th>Street Address</th>
<th>Suite or Apt</th>
<th>City</th>
<th>State</th>
<th>Postal Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monique Horace</td>
<td><a href="mailto:moniquedhorace@aol.com">moniquedhorace@aol.com</a></td>
<td>2818 Cougar Hill Ct.</td>
<td></td>
<td>Charlotte</td>
<td>NC</td>
<td>28216</td>
</tr>
</tbody>
</table>

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) 502-3071

Business Advisory Committee (E), Charlotte Area Fund Board Of Directors (O), Charlotte Business INClusion (GBI) Advisory Committee (O/E), Charlotte Community Capital Loan Fund, Charlotte Mecklenburg Public Access Corporation, Civil Service Board (B/O/E), Community Relations Committee (O), Housing Appeals Board (B/O/E), Keep Charlotte Beautiful, Planning Commission (O/E), Privatization/Competition Advisory Committee (E), Waste Management Advisory Board

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

I am interested in volunteering my time to support my community. It has always been a dream to give back to the community. There have been a number of programs that assisted me while growing up. I want to show others that look like me and grew up just as myself in a complicated environment, that he or she can survive and become a great citizen of Mecklenburg County.

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

I grew up in Boulevard Homes, which is not another community. I was fortunate enough to learn about employment thru the JTPA program in the 1990's. I became exposed to people who did not live in my community and those were positive role models. I knew from attending an open school that I had a chance to make it. I have learned to have empathy for others and offer support as much as possible. I volunteered with Urban Ministry and their efforts to reduce homelessness. I have volunteered for the city and assisted with projects such as a back to school drive. I have also volunteered for Safe Alliance on West Blvd. I have experience auditing and bookkeeping, analyzing, researching and project management.
1.5
Years in current position:

Private Business Underwriter
Job Title:

Brief description of duties:
Promoted from Loan Documentation Specialist V.  Train new employees.  Credit Analysis of new deals submitted to the HUB.  Written analysis of less complex credit and financial data &/or other information to decision request.  Authority for decision making on SBA Express Lines of Credit.  Eligibility determination for loans.  Assisted senior underwriter with implementing credit analyst task list.  Communicate with SBA to obtain 912 Clearances.  Communicate with Sacramento Alien Verification (SLPC) to obtain INS Verification.  Authority to decline loans.  Order Appraisals, Phase I & II, RSRA’s, Business Valuations, Flood certs.  Process General Ledger tickets for debits and credits related to fees for deals.  Preparation of some loan documentation after change requests are approved and completion of monthly reports as identified by Hub Manager and providing administrative support for the hub.  Ability to perform in high volume & deadline driven environment.

Other employment history:
EDUCATION: Strayer University, Charlotte, NC Master of Business Administration. Finance, Completed June 2016 PROFESSIONAL EXPERIENCE: Wells Fargo, Charlotte, NC Private/Business Loan Underwriter II- SBA Lending September 2015 - Present  Promoted from Loan Documentation Specialist V.  Train new employees.  Credit Analysis of new deals submitted to the HUB.  Written analysis of less complex credit and financial data &/or other information to decision request.  Authority for decision making on SBA Express Lines of Credit.  Eligibility determination for loans.  Assisted senior underwriter with implementing credit analyst task list.  Communicate with SBA to obtain 912 Clearances.  Communicate with Sacramento Alien Verification (SLPC) to obtain INS Verification.  Authority to decline loans.  Order Appraisals, Phase I & II, RSRA’s, Business Valuations, Flood certs.  Process General Ledger tickets for debits and credits related to fees for deals.  Preparation of some loan documentation after change requests are approved and completion of monthly reports as identified by Hub Manager and providing administrative support for the hub.  Ability to perform in high volume & deadline driven environment. Wells Fargo, Charlotte, NC Loan Documentation Specialist V-SBA Lending February 2014 - September 2015  Loan Closing Officer.  Review loan documents, closing and disbursing 7(a) and 504 SBA commercial and small business loans including loans secured by real estate and complex construction transactions; ordering all required verifications, documentation and performing subsequent follow-ups.  Reviewed HUD; Perform UCC searches and Liens, order Good standings, and Entity Documents.  Calculated loan payments.  Performed a variety of loan documentation duties on complex loan packages.  Communicated professionally with external customers and vendors including legal to facilitate the loan closings.  Promoted to Private/Business Loan Underwriter II. Wells Fargo, Charlotte, NC April 2013 - February 2014 Loan Servicing Specialist III  Promoted from Loan Servicing Specialist II to Loan Servicing Specialist III within same department.  Prepared monthly company reports.  Reviewed Financial Statements, Business and Personal Tax Returns; Pulled Credit Reports and Dun and Bradstreet.  Performed duties related to the processing and/or closing of loans. Wells Fargo, Charlotte, NC June 2012 - April 2013 Loan Servicing Specialist II  Assisted with special projects as assigned.

Analyzed and interpreted financial reports and records.  Developed Action Plan for team to commit to for higher production and reduction of error rate.  Promoted to Loan Servicing Specialist III. Wells Fargo, Charlotte, NC January 2011 - June 2012 Operations and Accounting Specialist  Implemented and managed Savings Bond project changes and interventions to achieve project outputs.  Completed periodic cash forecasting, researched payment and inventory discrepancies, and responded to a large volume of customer inquiries.  Presented reports defining project progress, problems and solutions.  Audit teller journals.  Approval for adjustments up to $1 million.  Manage accounts receivable and billing services. Wells Fargo, Charlotte, NC September 2009 - January 2011 Interim Team Support Leader/Banker  Served in Leadership role as Interim Team Support Leader/Phone Banker 4 supporting team members and Supervisor; Serve in leadership role as Point of Contact and Team Captain.  Overhauled sales process and systems to achieve revenue goals.  De-escalated issues.  Supervised 20-50 teammates.  Answered questions and resolves problems for customers concerning all services provided by the Bank; identifies the problem, collects data, secures answers and reports results to the inquiring party and works with staff as necessary to respond to the customer in a timely manner.  Monitored phone calls of employees and provided feedback for quality and purposes. United HealthCare, Kingston, NY May 2008 - August 2009 Customer Service Representative Trainer  Trained employees on new products for members, employers and providers.  Trained employees on proper phone skills and assisting members, employers and providers.  Trained employees on how to balance claims and resolve claim issues.  Provided expertise and customer service support to members, customers, and/or providers.  Direct phone-based customer interaction to provide information and education on the determination process utilizing established protocols, procedures, and educational methodologies in an accurate and courteous manner.  Appropriate follow-up action required in order to ensure renewal documents are completed by member and sent to appropriate agencies.  Facilitated complaint/problem resolution and issues in a timely and sensitive manner.  Assisted members in selecting an appropriate means of re-applying for program benefits. First Citizens Bank, Charlotte, NC January 2005 - October 2007 CBO1 Operator  Performed data entry of customer banking transactions.  Ensured the completion of processing daily workflow to meet deadlines.  High proficiency in typing and ten-key to meet bank standards.  Provided technical information to internal customers.  Assisted in training of new associates.  Compliance with all federal, state and other governmental rules & regulations.  Resolved any problems, issues or questions to ensure customer satisfaction and maintain relationships with other banks. First Citizens Bank, Charlotte, NC April 2001 - January 2005 Team Lead  Supervised 8 tellers.  Adhered to internal control, security & safety procedures.  Promoted cross-selling services to customers.  Balanced cash drawer and daily transactions  Trained and monitored the work of other tellers; coordinated teller activities  Handled an average of 80 transactions a day.  Assisted tellers with questionable member transactions and balancing of cash drawers.

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

☐ Yes ☐ No

If yes, please explain complete disposition:

Monique Horace
Page 3 of 6

Monique Horace
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:

Associate Degree: Psychology Bachelors Degree: Human Service & Management MBA- Finance

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 Business Advisory Committee (E).

Financial Services Sector
Which industry sector, if any, do you fall under

---

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:
Agenda #: 13. File #: 15-5053 Type: Appointment

Appointments to the Charlotte Business Inclusion (CBI) Advisory Committee

Action:

Vote on blue ballots and return to Clerk at dinner.

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

Explanation

- One recommendation by the Carolinas Asian-American Chamber of Commerce for a term beginning March 1, 2017 and ending February 28, 2018.
  - The Carolinas Asian-American Chamber of Commerce has recommended Parth Gandhi and Shobha Rajpal. Please select one of these recommendations for this category.
  - Parth Gandhi, by Council members Ajmera, Driggs, Mitchell, and Phipps
  - Shobha Rajpal, by Council members Austin, Eiselt, Fallon, Lyles, and Mayfield
- One At-Large appointment for a term beginning March 1, 2017 and ending February 28, 2018.
- One At-Large appointment for a term beginning March 1, 2017 and ending February 28, 2020.
  - Steven Bimbo, by Council members Austin, Driggs, Eiselt, Kinsey, and Lyles
  - Edison Cassels, by Council members Eiselt and Lyles

Attachment(s)
Charlotte Business Inclusion (CBI) Committee Applicants
The Charlotte Business INClusion (CBI) Advisory Committee was established January 9, 2017 by City Council action to support and provide input on the work of Charlotte Business INClusion. The Committee's responsibilities include: Reviewing Minority, Women, Small Business Enterprise (MWSBE) utilization and participation on City contracts; Providing recommendations and advice to City Council on ways the City can enhance diversity and inclusion of MWSBEs in City contracting and procurement; Providing a forum for CBI stakeholders to raise issues and have input into CBI policy recommendations; Advising the City of business community conditions that may affect business-government relations; and, Serving on future City Disparity Study Advisory Committees.

15 members (3 by Mayor - 3 At-large representing Prime Construction Company, Professional Services Company and Charlotte Chamber of Commerce; 12 by City Council - 2 At-large, 2 At-large representing Prime Construction Companies; 1 recommendation by Carolinas Asian-American Chamber of Commerce, 1 recommendation by Carolinas Association of General Contractors, 1 recommendation by Charlotte-Mecklenburg Black Chamber of Commerce, 1 recommendation by Hispanic Contractors Association of the Carolinas, 1 recommendation by the Latin American Chamber of Commerce, 1 recommendation by the Mecklenburg Minority Contractors Association, 1 recommendation by the Metroina Native American Association, and 1 recommendation by the National Association of Women Business Owners)

Initial terms are staggered; future terms will be for two years. City Council will designate the initial Chairperson and Vice-Chairperson; thereafter, Committee elects from membership. Chairperson and Vice-Chairperson serve for two-year terms. Appointments in the following categories have an initial term of 1 year of service: - At-Large - Carolinas Asian-American Chamber of Commerce recommendation - Hispanic Contractors Association of the Carolinas recommendation - Metroina Native American Association recommendation - At-Large representing Professional Services Company (Mayoral appointment) Appointments in the following categories have an initial term of 2 years of service: - At-Large representing Prime Construction Company - Carolinas Association of General Contractors recommendation - Latin American Chamber of Commerce recommendation - National Association of Women Business Owners recommendation - At-Large representing Charlotte Chamber of Commerce (Mayoral appointment) Appointments in the following categories have an initial term of 3 years of service: - At-Large
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City of Charlotte, NC

CHARLOTTE BUSINESS INCLUSION (CBI) ADVISORY COMMITTEE (O/E)

BOARD ROSTER

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Charlotte Business INClusion (CBI) Advisory Committee (O/E)
RECOMMENDED BY
THE CAROLINAS ASIAN-AMERICAN CHAMBER OF COMMERCE
Montanez, Samuel

Recommendation from
Carolina Asian-American CoC

From: Nimish Bhatt <nimishbhatt@bellsouth.net>
Sent: Monday, January 23, 2017 8:30 PM
To: Montanez, Samuel
Subject: Re: REQUEST FOR A NOMINATION (PLEASE READ ASAP)

Parth Gandhi from young Asian business entrepreneurs of Charlotte and Shobha Rajaji Asian women small businesses owners. Try to get both in my brother they will follow your guidance and contribute well.

Sent from my iPhone

On Jan 23, 2017, at 8:40 PM, Montanez, Samuel <sammontanez@ci.charlotte.nc.us> wrote:

Brother Nimish

Please respond to this email with the contact info for the representative you are nominating.

Best,

Sam

From: Montanez, Samuel
Sent: Friday, January 13, 2017 4:37 PM
To: Nimish Bhatt
Subject: REQUEST FOR A NOMINATION (PLEASE READ ASAP)

<image001.png>

Samuel Montanez Jr.

Charlotte Business INClusion
Program Specialist
Management & Financial Services
City of Charlotte
704-336-2487
<13.01.09.17.pdf>
<BoardsandCommissions/AttendanceandReappointmentPolicies2.pdf>
<CBIAC Letter CAACC - Nimish Bhatt.docx>
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 Business INClusion (CBI) Advisory Committee (O/E)

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

Similar to how diversity in the workplace brings together colleagues, increase opportunities and builds a strong reputation for the company, diversity/inclusion provides the same rewards for a community. Our community believes in this and has had success promoting inclusion/diversity but the effort has been overshadowed by recent events that have caught national headlines. I want to be a part of the initiative that will further strengthen our communities by providing opportunities that are accessible to all individuals. This will help the Charlotte community foster new relationships with each other and also will garner interest from individuals outside of the area. I think people have become a bit hesitant about Charlotte and we need to change that for the community to grow personally, socially and economically.

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

- Finance background has provided me with strong analytical skills - Working in banking has helped me meet a lot of business leaders - Success in my occupation is depended on successful teamwork. I am strong team player and am able to work with people who have conflicting opinions. I have learned how to come to agreements that are acceptable by both parties - Ability to work in tight deadlines - Organized and hard worker

Wells Fargo
Current Employer:

3
Years in current position:

Analyst
Job Title:

Brief description of duties:

- Provide strategic advisory to companies on topics related to acquisitions and capital management - Coordinate work flow between junior and senior bankers - Maintain dialogue with clients when working on projects

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:
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:

If you selected 'Other', please explain:

If you selected 'Other', please explain:

If you selected 'Other', please explain:

Boards/Commissions Disclaimer
Montanez, Samuel

RECOMMENDATION FROM
Carolina Asian-American CFC.

From: Nimish Bhatt <nimishbhatt@bellsouth.net>
Sent: Monday, January 23, 2017 8:50 PM
To: Montanez, Samuel
Subject: Re: REQUEST FOR A NOMINATION (PLEASE READ ASAP)

Parti Gandhi from young Asian business Entrepreneurs of Charlotte and Shobha Rajpal Asian women small businesses owners. Try to get both in my brother they will follow your guidance and contribute well.

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Brother Nimish

Please respond to this email with the contact info for the representative you are nominating.

Best

Sam

<image001.png>

Samuel Montanez Jr.
Charlotte Business Inclusion
Program Specialist
Management & Financial Services
City of Charlotte
704-336-2487
13.01.09.17.pdf
<BoardsandCommissions/AttendanceandReappointmentPolicies2.pdf>
<CBIAC Letter CAACC - Nimish Bhatt.docx>

City Of Charlotte Boards & Commissions
Submit Date: Feb 01, 2017
Status: submitted

Profile

<table>
<thead>
<tr>
<th>Shobha</th>
<th>Rajpal</th>
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shobhar@aol.com
Email Address

2512 Weddington Ave
Street Address

Charlotte
City
NC
State
28204
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:

Mobile: (704) 340-1360
Home: (704) 562-5713

Mecklenburg County Towns
What district do you live in?

Asian or Pacific Islander
Ethnicity

Democrat
Political Party

Female
Gender

12/02/1969
Date of Birth

Are you a registered voter of Mecklenburg County?

☐ Yes ☐ No

Shobha Rajpal
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?

Charlotte Business INClusion (CBI) Advisory Committee (O/E)

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

I would like to represent and be a voice for Asian American business owners, especially Women Small Business owners and their interests at the Charlotte city level

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

Member of advisory committee to assist and nurture Asian American senior citizens in Charlotte, NC. Member of No Kids Hungry local chapter that arranges and plans bake sales, food drives, donations, the proceeds of which go towards providing families with nourishing and healthy food. Started and co-founded social media (Facebook) based forum Eian for stay at home mothers to jump start their business, Karachi, Pakistan. Led and co chaired a local community group to create presentations and awareness to protect natural streams and wildlife from real estate developers in Westport, Connecticut.

St John Knits
Current Employee:

1
Years in current position:

Marketing & Sales
Job Title:

Brief description of duties:

My responsibilities include developing and implementing MWSBE programs including but not limited to, written plan development, outreach, technical assistance, program compliance and more.

Other employment history:

Tiffany & Company, Concierge Sales -isms Architecture & Interior Design, Partner

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:


Sunil Rajpal
Spouse’s Name:

Self Employed
Spouse’s Employer:

Shobha Rajpal
Page 2 of 5

Shobha Rajpal
Page 3 of 5
Please check this box after reading the above disclosure statement:

[ ] I Agree

Please type your name below:


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Board Specific Questions

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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.
THE FOLLOWING APPLICANTS CAN BE CONSIDERED FOR THE REMAINING TWO (2) AT-LARGE POSITIONS
List any boards you are currently serving on:

List any boards you have served on in the past:

North Carolina Locksmith Licensing Board

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

Which Boards would you like to apply for?

Charlotte Business INClusion (CBI) Advisory Committee (O/E)

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

I am a construction lawyer practicing in Charlotte, North Carolina. My practice is focused on representing public and private entities through all phases of commercial construction. I consistently advise clients on requirements of and compliance with MWSBE requirements in public contract bidding. I have experienced first hand the benefits and the complaints associated with MWSBE utilization and participation. I am interest in serving on this Advisory Committee is largely two-fold: (1) To better understand the current policy and procedures utilized by the CBI to enhance MWSBE utilization on projects let by the City of Charlotte; and (2) to affect the advancement and improvement of such policy and procedure, to the extent necessary to improve MWSBE participation and compliance with MWSBE goals.

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

I have been a licensed attorney since 2009. My practice is entirely devoted to handling legal issues arising in commercial construction. I have extensive experience serving in various organizations in leadership roles. Specific to this Committee, I was appointed by Bev Purdue to serve on the NC Locksmith Licensing Board and served thereon for 2+ years. I also served as the Editor in Chief of the Law Review during law school, which required me to manage a large staff and conduct weekly board meetings.
Years in current position: 7

Attorney
Job Title:

Brief description of duties:
I specialize in the representation of general contractors, owners, developers, subcontractors, vendors and sureties at every stage of a construction project, including the evaluation of the project, licensing, preparation of contract documents, bid preparation, bid mistakes, bid protests, change order negotiations, project correspondence, claim preparation, defense of claims, termination, project close-out, and final dispute resolution through negotiation, mediation, arbitration, and litigation.

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:
Megan Lawing Bimbo
Spouse's Name:

Homemaker
Spouse's Employer

Spouse's Job Title

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

If you selected 'Other', please explain:

Board Specific Questions

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:

_______________________________

Steven A Bimbo
List any boards you are currently serving on:
- Carolina Associated General Contractors
- Charlotte Country Day School
- Friends of Scouting

List any boards you have served on in the past:
- YMCA Camp Thunderbird
- Carolinas Associated General Contractors Education Foundation

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

Which Boards would you like to apply for?
- Charlotte Business INClusion (CBI) Advisory Committee (O/E)

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

I would like to be part of the Charlotte Business Inclusion Advisory Committee to share my experiences as we continue to support growth of diversity within our community and industry. Specifically, I have had the pleasure of working as business partner with a Charlotte-based Disadvantaged Business Enterprise through the Small Business Administration’s Mentor-Protégé Program. My experience collaborating for seven (7) years with a DBE firm has provided us great insights into the challenges that DBE and small firms face. I believe in the importance of diversity in our community and would like the opportunity to use my experiences to positively influence the direction of the inclusion programs in Charlotte.

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

Edison Ford Construction has provided construction services to the City of Charlotte since the 1950s with much focus on work in the public sector. Since joining the firm in the 1990s, much of my project work has also been focused on providing construction services as a prime contractor to the public sector. Through the combination of my experiences as a prime contractor as well as the seven (7) years partnering with a MWSBE firm, I have had the opportunity to see how MWBE programs work from viewpoint of a prime contractor as well as a subcontractor. My experiences have provided a unique insight into the best practices of inclusion programs, and I am eager to leverage my knowledge to improve the success of the Charlotte Business Inclusion program.
8

Years in current position:

President

Job Title:

Brief description of duties:

As the Chief Executive Officer/President of Edison Ford, I am responsible for developing and implementing high-level strategies, making major corporate decisions, managing the overall operations and resources of the company, establishing and measuring financial goals, developing and maintaining business relationships, facilitating a positive and diverse corporate culture, and demonstrating a commitment to safety through leadership.

Other employment history:

Edison Ford Construction - 1994-2009 - Project Manager, Vice President

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:

University of Georgia, 1991 Walter F. George School of Law, Mercer University 1994 Member North Carolina and Georgia Bars Central Piedmont Community College Various classes

Nancy Cassels

Spouse's Name:

Accenture

Spouse's Employer:

Consulting-HR Support

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

Boards / Commissions Disclaimer

Edison P Cassels

Page 3 of 5

Edison P Cassels

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

Edison P. Cassels
Please sign your name below:
Agenda #: 14. File #: 15-5057 Type: Appointment

Appointments to the Charlotte Mecklenburg Public Access Corporation

Action: Vote on blue ballots and return to Clerk at dinner.

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

Explanation
- One appointment for a term beginning immediately and ending July 1, 2019.
  - Matthew DeBoer, by Council members Driggs and Kinsey
  - Mark Donald, by Council members Austin, Eiselt, Lyles, Mitchell, and Phipps
  - Eric Seckinger, by Council members Driggs and Kinsey

Attachment(s)
Charlotte Mecklenburg Public Access Corporation Applicants
The Charlotte Mecklenburg Public Access Corporation (CMPAC) is a non-profit corporation which is responsible for the day-to-day operation of the cable television Public Access channel and studio facilities. The Board of Directors of CMPAC will manage and direct all the activities and affairs of the Corporation.

---

**COMMITTEE MEMBERS**

13 Members (3 by Mayor, 6 by City Council, 4 by Corporation)
Public Access Producers / Users: Charlotte-Mecklenburg resident currently involved in Public Access as a producer or volunteer.
General Public: Charlotte-Mecklenburg resident interested in Public Access.

---

**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: 3rd Wednesday monthly (even numbered months)
Meeting Time: 12:30 p.m.
Meeting Location: 613 Calvert Street
Time Commitment: 2 hours quarterly

---

**ADDITIONAL INFORMATION**

Website: http://www.tvaccess21.com/board/board.htm
# BOARD ROSTER

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Category</th>
<th>Term Dates</th>
<th>Appointed By</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAUL BROWN</td>
<td>Board Member</td>
<td>None</td>
<td>Jul 01, 2014 - Jun 30, 2017</td>
<td>Corporation</td>
</tr>
<tr>
<td>THERESA A HALSEY</td>
<td>Board Member</td>
<td>None</td>
<td>Jul 01, 2016 - Jul 01, 2019</td>
<td>City Council</td>
</tr>
<tr>
<td>SUDESHNA HAZRA</td>
<td>Vice President</td>
<td>None</td>
<td>Jul 01, 2016 - Jun 30, 2019</td>
<td>Corporation</td>
</tr>
<tr>
<td>ANTRIECE MITCHELL</td>
<td>Board Member</td>
<td>None</td>
<td>Jun 23, 2014 - Jun 30, 2017</td>
<td>City Council</td>
</tr>
<tr>
<td>TODD MULDREW</td>
<td>Treasurer</td>
<td>None</td>
<td>Jul 01, 2016 - Jun 30, 2019</td>
<td>Corporation</td>
</tr>
<tr>
<td>TOMMY NICHOLS</td>
<td>Board Member</td>
<td>None</td>
<td>Aug 03, 2015 - Jun 30, 2017</td>
<td>Mayor</td>
</tr>
<tr>
<td>LESLIE PEDERNALES</td>
<td>President</td>
<td>None</td>
<td>Jul 01, 2015 - Jun 30, 2018</td>
<td>Mayor</td>
</tr>
<tr>
<td>DAVID PHILLIPS</td>
<td>Board Member</td>
<td>None</td>
<td>Jul 01, 2016 - Jun 30, 2019</td>
<td>Corporation</td>
</tr>
<tr>
<td>BINH L PHU</td>
<td>Board Member</td>
<td>None</td>
<td>Jul 01, 2016 - Jul 18, 2019</td>
<td>City Council</td>
</tr>
<tr>
<td>EDWARD P PICKETT</td>
<td>Board Member</td>
<td>None</td>
<td>Jul 01, 2016 - Jun 30, 2019</td>
<td>Mayor</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Category</th>
<th>Term Dates</th>
<th>Appointed By</th>
</tr>
</thead>
<tbody>
<tr>
<td>BERNIE A SIMMONS</td>
<td>Board Member</td>
<td>None</td>
<td>Feb 13, 2017 - Jun 30, 2017</td>
<td>Corporation</td>
</tr>
<tr>
<td>JILL G SOCHACKI</td>
<td>Board Member</td>
<td>None</td>
<td>Sep 12, 2016 - Jun 30, 2017</td>
<td>City Council</td>
</tr>
<tr>
<td>VACANCY</td>
<td></td>
<td>None</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Office 613 Calvert Street
Category: Board Member
Appointed By: City Council
Dais Seat: None
List any boards you are currently serving on:

TPC Piper Glen MGA, Dean Ragan LLC

List any boards you have served on in the past:

Union County Juvenile Crime Prevention Council, Family Crisis Council - Salisbury, NC, Apple Baking Company, Pearson DeBoer Creative Solutions

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 Mecklenburg Public Access Corporation, Privatization/Competition Advisory Committee (E), Zoning Board Of Adjustment (B/O/E)

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

I believe my background and daily availability would be an asset to this committee. I have two young children [12/10] and I want to put my experience to work in order to help provide a thriving business environment for them to grow up in. I am tired of the fact most of our society believes that complaining is conversation. My grandfather told me, "If you are not lighting any candles, don't complain about being in the dark" and by serving on boards/committees like this one, I can set an example of what that really means and why it is important to participate in the process if you want to share in the benefits.

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

I worked for a Fortune 500 company for 15 years (C.H. Robinson Worldwide) before leaving to run a wholesale baking operation that was about to go under (Apple Baking Company - Salisbury, NC). After turning the company around, I left to start a company with a partner. 2 years later we sold that company and moved to Charlotte, where I currently hold a real estate license and run my own firm - Dean Ragan Realty. From these experiences, I have gained a tremendous amount of experience in negotiating, procurement, analysis, marketing, business development strategy creation, budgeting, employee/customer relations and website development.

Dean Ragan Realty

Current Employer:
Tammy DeBoer
Spouse's Name:

Dollar Tree/Family Dollar
Spouse's Employer:

CMO
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 sector, if any, do you fall under:

If you selected 'Other' please explain

College
Education:

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

Additional Education History:

Cornell University Leadership Program

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:

If you selected 'Other' please explain

Boards / Commissions Disclaimer

Matthew A DeBoer

Page 3 of 5

Matthew A DeBoer

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Agenda Packet Page 70 of 218
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:

Matthew A DeBoer
City Of Charlotte Boards & Commissions

Submit Date: Aug 05, 2016
Status: submitted

Profile

Mark J. Donald

Email Address: mjdonald@gmail.com
Street Address: 222 E. Bland St.
City: Charlotte
State: NC
Postal Code: 28203

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: (352) 359-3433
Alternate Phone: Primary Phone

District 3
What district do you live in?

Prefer not to Answer
Ethnicity

Independent
Political Party

Male
Gender

01/08/1984
Date of Birth

Are you a registered voter of Mecklenburg County?
- Yes  - No

List any boards you are currently serving on:
None.

List any boards you have served on in the past:
None.

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

Which Boards would you like to apply for?
Charlotte International Cabinet, Charlotte Mecklenburg Public Access Corporation, Charlotte Regional Visitors Authority (B/O), Charlotte Tree Advisory Commission, Community Relations Committee (O), Domestic Violence Advisory Board (B/O), Housing Advisory Board of Charlotte-Mecklenburg

Why are you interested in serving on these boards/ committees?
I am very interested in getting involved more in my community of Charlotte. I am trying to find ways to be a 'Go-Giver'.

Please describe any background or abilities that qualify you to serve on these boards/ committees.
While in law school, I interned at the City Attorneys’ Office for the City of St. Petersburg, FL. I have always had an interest in local government.

Wells Fargo
Current Employer:

1 Years in current position:

Analytic Consultant II
Job Title:
Brief description of duties:
Compliance for Wells Fargo Securities including Anti-Money Laundering Compliance

Other employment history:
I also worked in Charlotte for Tower Legal Services as a Document Review Attorney. Prior to that I had a solo law practice in Atlanta, GA.

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:
J.D./M.B.A. from Stetson University. B.S. in Finance from the University of Florida.

Spouse's Name:

Spouse's Employer:

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 Charlotte Regional Visitors Authority (B/C).

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

Question applies to Housing Advisory Board of Charlotte-Mecklenburg.

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

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:

Mark J Donald
List any boards you are currently serving on:

NA

List any boards you have served on in the past:

NA

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?

Bicycle Advisory Committee, Business Advisory Committee (E), Charlotte Housing Authority Board (B/O), Charlotte Mecklenburg Public Access Corporation, Citizens’ Transit Advisory Group, Keep Charlotte Beautiful, Planning Commission (O/E), Privatization/Competition Advisory Committee (E), Storm Water Advisory Committee (E), Zoning Board Of Adjustment (B/O/E)

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

I am primarily interested in these Boards to further serve my community. Each of these Boards are within my personal and professional areas of interest.

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

I have an engineering and business background, and I am a project manager for a firm that plans, designs and constructs the infrastructure that makes cities possible. The skills derived from nearly 20 years of performing these duties give me organizational and problem solving skills to help understand issues and develop solutions for the needs of these organizations. In addition, I am a landlord and I understand issues around providing safe and affordable housing.
Senior Engineer

Brief description of duties:

I manage the planning, design and construction of public infrastructure projects.

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:

MBA - University of West Florida - 2003 B.S. Civil Engineering - Auburn University - 1999

Imagine Dentistry

Dental Assistant

Spouse’s Employer

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 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 Storm Water Advisory Committee (E).

Neighborhood Resident

Which category, if any, do you fall under

If you selected ‘Other’ please explain

Amanda Seckinger

Spouse’s Name:

Boards/Commissions Disclaimer

Eric W Seckinger

Page 3 of 5

Eric W Seckinger

Page 4 of 5
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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

______________________________

Eric W. Seckinger
Agenda #: 15. File #: 15-5061 Type: Appointment

Appointments to Keep Charlotte Beautiful

Action:

Vote on blue ballots and return to Clerk at dinner.

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

Explanation

- One appointment for a partial term beginning immediately and ending June 30, 2018.
- One appointment for a partial term beginning immediately and ending June 30, 2019.
- One appointment for a partial term beginning immediately and ending June 30, 2017, then followed by a full three-year term from July 1, 2017 until June 30, 2020.
  - Brenda Adams, by Council members Ajmera and Phipps
  - Marika Christie, by Council members Lyles and Mitchell
  - Jena Coen, by Council members Ajmera and Smith
  - Trici Davis, by Council members Austin, Eiselt, and Fallon
  - Tarik Hameed, by Council members Kinsey and Mayfield
  - April Hood, by Council members Kinsey and Mitchell
  - Jordan McGee, by Council members Mayfield and Smith
  - Zachary Newton, by Council members Lyles and Mitchell
  - Elizabeth Picoli, by Council members Austin, Driggs, and Eiselt
  - Eric Seckinger, by Council members Austin and Eiselt

Attachment(s)
Keep Charlotte Beautiful Applicants
Keep Charlotte Beautiful Committee is a volunteer-based affiliate of Keep America Beautiful. The purpose of the Board shall be to improve and maintain the cleanliness of the City of Charlotte by providing advisory support and recommendations to the City Council. KCB’s activities support existing City goals in Community Engagement, Solid Waste and Code Enforcement while aligning with the five focus areas of Keep America Beautiful: Litter Prevention, Recycling, Community Greening, Waste Reduction and Beautification.

Keep Charlotte Beautiful places a strong emphasis in helping to ensure that all Charlotte neighborhoods are beautiful, safe, and desirable places to live. KCB promotes partnerships between citizens, businesses, private organizations, and government agencies to ensure the City of Charlotte sustains a clean and healthy environment. KCB enhances public awareness of litter control laws and recycling. KCB encourages and promotes community service and sponsors various programs directed toward the purpose of developing and maintaining a clean healthy and safe community, such as Adopt-A-City Street Program, The Great American Cleanup and America Recycles Day.

**COMMITTEE MEMBERS**

20 Members (7 by Mayor, 13 by Council)

**MEMBERSHIP**

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: 1st Tuesday, monthly
- Meeting Time: 11:30 a.m.
- Meeting Location: Old City Hall (600 East Trade Street)
- Time Commitment: 4-5 hours per month
- There is an expectation, though not a requirement, that members attend some of the events and activities of the Board beyond the regularly scheduled Board meetings.

**ADDITIONAL INFORMATION**

Website: http://charlottenc.gov/NCS/CE/KCB/Pages/default.aspx
<table>
<thead>
<tr>
<th>Name</th>
<th>Term</th>
<th>Start Date</th>
<th>End Date</th>
<th>Office Address</th>
<th>Position</th>
<th>Category</th>
<th>Appointment Method</th>
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<tbody>
<tr>
<td>BRIE K CARLSON</td>
<td>Partial</td>
<td>Nov 28, 2016</td>
<td>Jun 30, 2017</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
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<tr>
<td>RUSSELL FERGUSON</td>
<td>1st Term</td>
<td>Jul 01, 2016</td>
<td>Jul 01, 2019</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
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<tr>
<td>DANIEL A HERRERA</td>
<td>1st Term</td>
<td>Jul 01, 2016</td>
<td>Jun 30, 2019</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
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<td>MITCHELL K HUGHES</td>
<td>Partial</td>
<td>Nov 28, 2016</td>
<td>Jun 30, 2018</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
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<tr>
<td>TIFFANY HUGHES</td>
<td>1st Term</td>
<td>Jul 01, 2016</td>
<td>Jun 30, 2018</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
</tr>
<tr>
<td>JESSICA HUTCHINS</td>
<td>Partial</td>
<td>Nov 28, 2016</td>
<td>Jun 30, 2018</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
</tr>
<tr>
<td>CHARLES JEWETT</td>
<td>1st Term</td>
<td>Jul 01, 2016</td>
<td>Jun 30, 2018</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>None</td>
<td>Mayor</td>
</tr>
<tr>
<td>JOSHDUA MIDDLETON</td>
<td>1st Term</td>
<td>Jul 01, 2016</td>
<td>Jun 30, 2018</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
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<tr>
<td>THERESA ROSA-COREY</td>
<td>1st Term</td>
<td>Mar 13, 2015</td>
<td>Jun 30, 2018</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>None</td>
<td>Mayor</td>
</tr>
<tr>
<td>AUDREY SINGER</td>
<td>1st Term</td>
<td>Jul 01, 2016</td>
<td>Jun 30, 2018</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
</tr>
<tr>
<td>JAMAL I TATE</td>
<td>1st Term</td>
<td>Jul 01, 2016</td>
<td>Jun 30, 2019</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Mayor</td>
<td>None</td>
<td>Mayor</td>
</tr>
<tr>
<td>JONATHAN E THULL</td>
<td>1st Term</td>
<td>Jul 21, 2016</td>
<td>Jul 20, 2019</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Mayor</td>
<td>None</td>
<td>Mayor</td>
</tr>
<tr>
<td>CORY A WATSON</td>
<td>1st Term</td>
<td>Nov 28, 2016</td>
<td>Jun 30, 2019</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Mayor</td>
<td>None</td>
<td>Mayor</td>
</tr>
<tr>
<td>GREGORIO WELCH</td>
<td>1st Term</td>
<td>Mar 21, 2016</td>
<td>Mar 22, 2019</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Mayor</td>
<td>None</td>
<td>Mayor</td>
</tr>
<tr>
<td>BRIAN WITHEROW</td>
<td>Partial</td>
<td>Jul 01, 2016</td>
<td>Jun 30, 2017</td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Mayor</td>
<td>None</td>
<td>City Council</td>
</tr>
<tr>
<td>VACANCY</td>
<td></td>
<td></td>
<td></td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Mayor</td>
<td>None</td>
<td>Mayor</td>
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<tr>
<td>VACANCY</td>
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<td>Old City Hall, 600 E Trade Street</td>
<td>Mayor</td>
<td>None</td>
<td>Mayor</td>
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<tr>
<td>VACANCY</td>
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<td>Old City Hall, 600 E Trade Street</td>
<td>Mayor</td>
<td>None</td>
<td>Mayor</td>
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<tr>
<td>VACANCY</td>
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<td>Old City Hall, 600 E Trade Street</td>
<td>Mayor</td>
<td>None</td>
<td>Mayor</td>
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<tr>
<td>VACANCY</td>
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<td></td>
<td>Old City Hall, 600 E Trade Street</td>
<td>Mayor</td>
<td>None</td>
<td>Mayor</td>
</tr>
</tbody>
</table>
List any boards you are currently serving on:

N/A

List any boards you have served on in the past:

- Mecklenburg County Women's Advisory Board

Have you completed the City's Civic Leadership Academy?

- Yes  
- No

Which Boards would you like to apply for?

Keep Charlotte Beautiful

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

I believe maintaining a clean and vibrant community helps motivate it's residents to become more invested in that community. Residents feel a sense of belonging when local governments, boards, and committees place value in the communities; this sense of support encourages residents to hold one another accountable for the welfare of their communities as well.

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

I volunteered my time in my neighborhood, picking up trash and debris because I believe a community's appearance speaks highly of its residents. I wanted to send the message that I care about the neighborhood and encourage others to do the same.
Brief description of duties:

Ensure Independent Business Owners are in compliance when selling energy services to customers. Respond to customer complaints that may arise. Prepare daily reports, maintain spreadsheets, review data, etc.

Other employment history:

- Wells Fargo Bank - Financial Crimes - 15 years of service - Resigned in 2015
- N.C. Army National Guard - Human Resources Sergeant - 10 years of service - Currently enlisted

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:

Board Specific Questions

City of Charlotte Website

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

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:

BRENDA M ADAMS
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 Mecklenburg Public Access Corporation, Keep Charlotte Beautiful, Privatization/Competition Advisory Committee (E)

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

My desire is to serve the city of Charlotte in these capacities because these positions allow me to be a conduit between the citizens of Charlotte and our elected officials. It is important that all voices are heard and allowed input in decisions that shape Charlotte. Serving on a board fully allows me to participate in this exchange.

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

I am a first generation born American who grew up in a very internationally diverse community. I've spent a considerable amount of time in the performing arts, including studying at Second City's Conservatory Program and classic music for 15 years. The better part of my career was spent in Corporate, working in the Chemical industry with business leaders of Fortune 1000 companies to smaller entrepreneurial companies. I draw from my personal experience in all of these facets to bring a unique perspective that allows me to serve effectively on these boards.
Broker Associate

Brief description of duties:

Promote profitability for business owners and landlords by brokering strategic commercial real estate transactions. Assist and advise land owners in repositioning their property to increase profitability.

Other employment history:

Croda- Regional Account Manager. Managed a territory of 8 states and over 300 direct customers to increases growth and profitability. Bayer MaterialScience (now Covestro). Midwest Account Manager. Managed a portfolio of over $5MM in sales while growing the region and increasing profitability.

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:

Joel Eigege

Spouse's Name:

Ryder Systems Inc.

Director of Operations

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 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

If you selected ‘Other’, please explain:

Boards / Commissions Disclaimer

Additional Education History:
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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

[Signature]

Marika Christie
List any boards you are currently serving on:

Charlotte Jewish Film Festival Executive Committee

List any boards you have served on in the past:

Temple Beth El Board of Directors

Have you completed the City's Civic Leadership Academy?

- Yes - No

Which Boards would you like to apply for?

Keep Charlotte Beautiful

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

When I was in high school, I was on a return flight to Charlotte and as we were coming in over the city I overheard someone sitting behind me on the plane comment in amazement on the number of trees he saw. As a native Charlottean, that made me really proud. As the city grows it is important that we are able to maintain green space and keep Charlotte a clean, beautiful city.

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

I grew up in a home where we recycled everything we could, composted, and re-purposed items for new uses. We did not have recycling services at the original location of my current job so I put out recycling containers in our office for my coworkers to use and personally took the contents of the containers to a recycling facility every week. This was a small action I took a few years ago but know there are larger things Charlotte can be doing to get more people to recycle, reduce litter, build green spaces, and beautify our growing city. In addition to experience serving on boards, I also have extensive experience with board relations. I have provided staff support to the national Board of Directors of the organization for which I am employed, organized the logistics around seven in-person board meetings that were each three days long, and took minutes for quarterly board calls.

Moishe House
Current Employer:
3.5

Years in current position:

Development Manager

Job Title:

Brief description of duties:

• Maintain and customize the organization’s CRM database framework, including accounts, contacts, record types, custom objects, fields, and page layouts • Conduct training of all new staff on the organization’s CRM database • Maintain income records, including donation and pledge entries, grant management, and the production of reports • Conduct necessary follow-through on grant document action items and reporting

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:

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

Boards / Commissions Disclaimer

If you selected ‘Other’, please explain:

If you selected ‘Other’, please explain:
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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

Jena B. Coen
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**

**Job Title:**

**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 (E).

**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?
Question applies to Passenger Vehicle For Hire (B/O/E)

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:

Tric T Davis
City Of Charlotte Boards & Commissions  Submit Date: Jan 10, 2017  Status: submitted

Profile

Tarik  M  Hameed
First Name  Middle Initial  Last Name

thameed@morrisberg.com  Email Address

3413 Draper Avenue  Suite or Apt
Street Address  City  State  Postal Code
Charlotte  NC  28205

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) 649-1753  Home:
Primary Phone  Alternate Phone

District 1
What district do you live in?

Caucasian/Non-Hispanic
Ethnicity

Independent
Political Party

Male
Gender

01/26/1978
Date of Birth

Are you a registered voter of Mecklenburg County?

☐ Yes  ☐ No

List any boards you are currently serving on:

Optimist Park Neighborhood Association UNC Charlotte Alumni Association Board of Directors

List any boards you have served on in the past:

American Institute of Architect Students- CPCC

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?

Keep Charlotte Beautiful

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

Give back to my home community and share my knowledge-base and skill sets. Specifically, would like to apply my abilities to collaborate and communicate effectively to foster an open and transparent dialogue between the community and the boards I am to serve.

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

Architecture lends itself to an altruistic profession that listens, filters and communicated intent. My ten years in the professions have provided me with the skill set to provide these services to all endeavors, both professional and personal.

Morris-Berg Architects
Current Employer:

2
Years in current position:

Project Manager
Job Title:
Brief description of duties:
Marketing, business development, project implementation, project production, construction administration.

Other employment history:
Clark Nexsen 2006-2014

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:
UNC Charlotte College of Architecture- Bachelors of Arts in Architecture and Minor in Urban Studies 2006
Central Piedmont Community College - Associates of Arts in Architectural Technology 2002

Spouse's Name:

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

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:

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?

Housing Advisory Board of Charlotte-Mecklenburg, Keep Charlotte Beautiful

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

I have live in Charlotte all my life and have seen the it grow into this beautiful city. I would love to be on the inside to help individuals and organization's achieve in all avenues of their life especially housing. I feel as though housing is the foundation for success and less stress in someones life. I have worked with the homeless and individuals in poverty for 7 plus year and a good understanding of what is needed to help with housing.

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

I have worked in homeless and individuals living in poverty for over 5 year, helping and working with the community and organization's to resolve issues. Facilitate team meetings and lead discussions regarding strategic project planning for International Project and Homeless Project. Developed a program Don’t Postpone Joy that help individuals connect with self and learn self-love, self-manifestation and mindfulness. Lead a team of 8 to 10 volunteers in planning, preparing, and serving a bi-weekly meals and clothing for approximately 30+ homeless men and women.
Operation Administrative Assistant

Job Title: 

Brief description of duties:

Answer and direct phone calls Organize and schedule meetings and appointments Produce and distribute correspondence memos, letters, faxes and forms Assist in the preparation of regularly scheduled reports Develop and maintain a filing system Submit and reconcile expense reports Arrange for the pickup and delivery packages

Other employment history:

PROFESSIONAL EXPERIENCE Call Center Manager Liberty Tax Managed a team of call center agents. Managed by walking around. Be visible to answer questions. Took calls that your agents can’t handle and be available when an agent appears to need assistance. Monitored queue and track inbound calls. Keep agents aware of inbound calls, calls waiting, and abandonment rate. Motivated and encourage agents through positive communication and feedback Administrative Director Restorative Support Services, INC Charlotte, NC Engaged with youth face to face and by email, telephone and social networking with youth. Reviewed assessments and treatment plans for client. Managed overall office operations, negotiating contracts, managing vendor relationships and overseeing the office operating systems. Overseen the network administration, managing phone system and helping in the evaluation of information systems. Developed and managing the budget for administrative departments, reviewing, operating price and suggesting different cost saving policies. Worked with the staff in hiring of personnel, maintaining of personnel records, monitoring of the insurance coverage Coordinated and scheduled meetings, interviews, appointments, events and other activities. Received, sorted and distributed incoming correspondence, including faxes and email. Managed the spreadsheet and payroll for of individual seeking employment. Centralized Intake /Program Support Goodwill Industries of Southern Piedmont Charlotte, NC Provided information that assists customers in attending services, generating customer badges, greet customers as they enter the job connection. Supervised resources user activities to help connect them with appropriate service based on observed challenges and needs such as referrals to other resources, workshops, and personal interview as needed. Facilitated workshops and identify employment opportunities for Goodwill’s Resource Center clients, ensuring pre-placement preparation and job retention goals are defined. Able to address social, economic, cultural and personal perspectives to client’s needs. Served as a subject matter expert for data entry procedures and requirements. Identified appropriate community support services and makes referrals as appropriate. Assessed individuals applying for services to determine level of job readiness and appropriate services needed in accordance with established criteria. Promoted Goodwill Services through Community Outreach in Schools and Recreation Centers. ACCOMPLISHMENTS Facilitate team meetings and lead discussions regarding strategic project planning for International Project and Homeless Project.

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

☐ Yes ☐ No

If yes, 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

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

April Hood

Page 3 of 5

April Hood

Page 4 of 5

Agenda Packet Page 97 of 218
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?

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:

April Hood
List any boards you are currently serving on:

N/A

List any boards you have served on in the past:

CEO and founder of Medical ReSource Outreach

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

Which Boards would you like to apply for?

Keep Charlotte Beautiful

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

I love Charlotte, and feel an immense amount of pride living here due to a number of reasons - one of which being the physical beauty of Charlotte. I feel highly impassioned about maintaining the integrity of this city, and want to help make a difference by continuing the beautification of it. Any opportunity to contribute to the physical appeal of this city is an opportunity at which I would leap!

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

Due to my professional background in the fashion industry for over a decade, I feel as though I have a great deal of insight and experience to bring to the table. I also have a masterful grasp on use of color, and am eager to apply my skills (while acquiring new ones) to help keep Charlotte beautiful. I am also skilled with interpersonal communication, and I think that I possess great collaborative strengths. Group/Team environments are oftentimes the birthplaces of great successes, as when the right mixture of people, experiences, and personalities align their forces - magic can happen!

<table>
<thead>
<tr>
<th>District 6</th>
<th>What district do you live in?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caucasian/Non-Hispanic</td>
<td>Ethnicity</td>
</tr>
<tr>
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<td>Political Party</td>
</tr>
<tr>
<td>Male</td>
<td>Gender</td>
</tr>
<tr>
<td>10/04/1988</td>
<td>Date of Birth</td>
</tr>
</tbody>
</table>

Are you a registered voter of Mecklenburg County?

☐ Yes ☐ No
Real Estate Broker

Job Title:

Brief description of duties:

I currently am a real estate broker in the South Charlotte area. I help my clients list their property, market that property for sale, and am extremely thorough and diligent about providing an exceptional experience while helping them get the highest price. With buyer-clients, I work with them establishing their needs and their wants, and then I scour the market for homes that would best fit their desires. Prior to showing them properties I run a comparative market analysis to view the relevant data necessary to gauge what my client would offer, should the situation arise. I also deal with relocation into the Queen City, and am able to communicate effectively with out-of-town residents working to get them settled into a new perfect home here. Once all of the moving parts have come to a settled calm, I flex my networking muscles and get them wired into the community with any and every resource that they may need– be it varying clubs, activities, groups, and even specialists like landscapers and stylists.

Other employment history:

Prior to working for Allen Tate I managed a shop called Coplon's, which is located in Phillips Place for about three and a half years. Before that I worked as a sales associate at Tory Burch in SouthPark mall, after moving to Charlotte from Los Angeles. While in LA I worked as my then-idol's assistant which ultimately led me to realizing that LA was not the place for me.

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

College

Education:

N/A

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

Additional Education History:

N/A

N/A

Spouse's Name:

N/A

Spouse's Employer

N/A

Spouse's Job Title

Email

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

N/A

If you selected 'Other', please explain:

Board Specific Questions

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

☐ I Agree

Please type your name below:

Jordan T. McGee
| **Profile** |
|------------------|------------------|
| **First Name** | **Last Name** |
| zach_newton@msn.com |
| **Street Address** | **City** | **State** |
| **Mobile:** (704) 340-1569 | **District:** 2 |

**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?**

Bicycle Advisory Committee, Charlotte Regional Visitors Authority (B/O), Citizens Review Board (B/O/E), Keep Charlotte Beautiful

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

I am a young professional looking to be more involved in the community I live in.

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

I have always been a leader in groups and team sports

**Caucasian/Non-Hispanic**

**Independent**

**Gender**

**Date of Birth**

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

☑ Yes ☐ No
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:

If you selected ‘Other’ for education, 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:

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), Historic District Commission (O/E), Keep Charlotte Beautiful

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

After living and working in Charlotte for a few years, I would like to get more involved in the community. In reading through the various City of Charlotte boards and commissions three in particular caught my attention: Keep Charlotte Beautiful, the Historic District Commission and the Business Advisory Committee. As someone who lives in the historic fourth ward I am keenly interested in preserving Charlotte’s many historic sites. I also think its important to not just preserve these sites, but also to educate the public and open them up for all to enjoy. My interest in Keep Charlotte Beautiful is also driven by my love for this city. As Charlotte has grown, I’ve been pleasantly surprised with efforts to build new parks and maintain existing ones, the development of the greenway and other outdoor sites, and various efforts focused on recycling, but I am concerned this has slowed down or has become secondary to other strategic goals. I want to ensure the city remains focused on sustainable, environmentally safe growth. Lastly, I have spent my career in financial services and currently work for Bank of America, so the opportunity to serve on the Business Advisory Committee would lend itself to my professional skillset.
Please describe any background or abilities that qualify you to serve on these boards/committees.

In general, my personal work ethic and career experience has provided me with leadership skills that I would like to apply outside of the office. I cannot think of a better opportunity to use these skills than for the betterment of our community. While I had previously put my career first, I am looking to shift my priorities and I am very excited for the opportunity to become more involved in the community. My background and professional experience in financial services lends itself to serving on the Business Advisory Committee and while the committee is mainly focused on small businesses, I believe my perspective from a large corporation would be beneficial. As it relates to the Historic District Commission and Keep Charlotte Beautiful, my interest is rooted in my appreciation for our city and desire to keep it beautiful for years to come.

Bank of America, N.A.
Current Employer:

4.5
Years in current position:

Vice President - Structured Lending / Subscription Finance
Job Title:

Brief description of duties:

Originates and structures subscription line credit facilities for real estate and private equity funds to help finance fund level investment activity. These revolving lines of credit are secured by individual investor capital contributions to the fund.

Other employment history:

Previously worked in credit risk management at Bank of America.

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

☐ Yes ☐ No

If yes, please explain complete disposition:

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

☐ Yes ☐ No

If yes, please explain conflict:

College
Education:

Additional Education History:

Graduated from Wake Forest University with a BA in Communication and a minor in Economics. Attended Friends Academy in Locust Valley, NY from Kindergarten through twelfth grade.

Eric Cohen
Spouse's Name:

Fifth Third Bank
Spouse's Employer:

Vice President - Middle Markets Corporate Lending
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 Business Advisory Committee (E).

Financial Services Sector
Which industry sector, if any, do you fall under.
Resident Owner of Fourth Ward
Which Commission seat are you applying for?

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:

Elizabeth C Picoli
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?

Keep Charlotte Beautiful, Privatization/Competition Advisory Committee (E), Storm Water Advisory Committee (E), Transit Services Advisory Committee, Zoning Board Of Adjustment (B/O/E)

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

I have a strong desire to serve my community by using my understanding of engineering and business to help guide the City in a positive direction.

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

I have worked as a transportation engineer for over 18 years, over 6 of those in Charlotte. My experience with transportation and related items make me uniquely qualified to serve on several boards. In addition I have a business background, which also helps to shape my understanding of policy and how it relates to the Charlotte business community.
Brief description of duties:

Project management for planning, designing and constructing transportation infrastructure. I am also the quality manager for the Carolinas Department of HNTB.

Other employment history:

5 years at RS&H in Atlanta, GA - Project Manager 6 years at HDR in Pensacola, FL - Civil Engineer

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:

BS Civil Engineering - Auburn University 1999 MBA - University of West Florida 2003

Amanda Seckinger

Spouse's Name:

Imagine Dentistry

Spouse's Employer

Dental Assistant

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 Storm Water Advisory Committee (E).

Neighborhood Resident

Which category, if any, do you fall under?

Question applies to Transit Services Advisory Committee.

Local/Express Service Passenger

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:

__________________________________________
Agenda Date: 2/27/2017

Agenda #: 16. File #: 15-5063 Type: Appointment

Appointments to the Privatization/Competition Committee

Action: Vote on blue ballots and return to Clerk at dinner.

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

Explanation
- Two appointments for terms beginning March 2, 2017 and ending March 1, 2019.
- Two appointments for partial terms beginning immediately and ending March 1, 2018.
  - Cornelius Anderson, Jr., by Council members Ajmera and Mitchell
  - Marika Christie, by Council members Ajmera and Mayfield
  - Eric Cohen, by Driggs, Council members Eiselt, Lyles, and Phipps
  - Matthew DeBoer, by Council members Austin and Smith
  - Christopher Ellan, by Council members Driggs, Kinsey, and Mitchell
  - Daniel Herrera, by Council members Mayfield and Smith
  - Johnell Holman, by Council members Ajmera, Kinsey, Mayfield, and Smith
  - Monique Horace, by Council members Eiselt, Lyles, Mitchell, and Phipps
  - Rob Hsin, by Council members Eiselt and Lyles
  - David Reynolds, by Council members Ajmera and Mayfield
  - Tiffani Teachey, by Council members Eiselt, Kinsey, Lyles, and Phipps
  - Richard Woodcock, by Council members Mayfield, Mitchell, and Smith
  - Ronald Maccaroni, by Council members Driggs and Smith

Attachment(s)
Privatization/Competition Committee Applicants
This Privatization/Competition Advisory Committee (PCAC) was established on November 22, 1993 by City Council and is charged with monitoring the progress of the City in implementing services contracting and asset management, recommending services and assets to be considered for competition and privatization, and advising on ways to improve current contracted services with service delivery problems.

The PCAC shall advise both the City Council and the City Manager on matters regarding privatization and competition, in general. They will review the existing legal system for contracting and may develop and recommend local legislation to modify such systems. The PCAC shall assist and advise the City on issues in implementing the goals and processes adopted by City Council for services contracting and asset management; this may include review of requests for proposal, cost comparison methodologies, bid processes, etc. The Committee shall be a resource regarding concerns about the fairness of any bidding processes; as a result, they may be asked to review bid proceedings and hear grievances from parties involved. The PCAC prepares an annual report to City Council.

<table>
<thead>
<tr>
<th>COMMITTEE MEMBERS</th>
<th>11 Members (2 by Mayor, 9 by Council)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairperson is appointed by the Mayor</td>
<td></td>
</tr>
</tbody>
</table>

The Committee is comprised of individuals knowledgeable about finance, management, accounting, human resources, marketing and customer service. Representative skills may include some or all of the following: work management and specifications, accounting, customer relations, performance measurement and analysis, employee relations, quality assurance, asset divestment, and procurement and bidding processes.

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 and must file a Statement of Economic Interest by February 1st of each year.

<table>
<thead>
<tr>
<th>MEETING INFORMATION</th>
<th>Meeting Day: 2nd Thursday, monthly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting Time: 7:30 a.m.</td>
<td></td>
</tr>
<tr>
<td>Meeting Location: Government Center Building (600 East Fourth St.)</td>
<td></td>
</tr>
<tr>
<td>Time Commitment: 4 to 5 hours per month</td>
<td></td>
</tr>
</tbody>
</table>

| ADDITIONAL INFORMATION | Website: http://charlottemnc.gov/Pages/p cac.aspx |

<table>
<thead>
<tr>
<th>BOARD HISTORY</th>
<th>N/A</th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>BOARD DOCUMENTS</th>
<th>N/A</th>
</tr>
</thead>
</table>
# BOARD ROSTER

<table>
<thead>
<tr>
<th>Name</th>
<th>Term</th>
<th>Start Date - End Date</th>
<th>Position</th>
<th>Category</th>
<th>Appointed by</th>
<th>Office</th>
<th>Dais Seat</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTONIO BRICENO</td>
<td>3rd Term</td>
<td>Mar 02, 2015 - Mar 01, 2017</td>
<td>Chairperson</td>
<td>None</td>
<td>City Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PARKER CAINS</td>
<td>Partial</td>
<td>Nov 28, 2016 - Mar 01, 2017</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SARAH CHERNE</td>
<td>1st Term</td>
<td>Mar 02, 2016 - Mar 01, 2018</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ROBERT DIAMOND</td>
<td>2nd Term</td>
<td>Mar 02, 2015 - Mar 01, 2017</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td>JAMES MARASCIO</td>
<td>Partial</td>
<td>Nov 28, 2016 - Mar 01, 2018</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MORRIS MCAODO</td>
<td>2nd Term</td>
<td>Mar 02, 2015 - Mar 01, 2017</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MICHAEL RANKEN</td>
<td>1st Term</td>
<td>Mar 02, 2016 - Mar 01, 2017</td>
<td>Vice Chair</td>
<td>None</td>
<td>Mayor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DAVID C THOMPSON</td>
<td>1st Term</td>
<td>Aug 18, 2016 - Mar 01, 2018</td>
<td>Board Member</td>
<td>None</td>
<td>Mayor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WILLIAM C TURNER</td>
<td>Partial</td>
<td>May 23, 2016 - Mar 01, 2017</td>
<td>Board Member</td>
<td>None</td>
<td>City Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VACANCY</td>
<td></td>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>
**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?**

- Community Relations Committee (O), Privatization/Competition Advisory Committee (E)

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

As a Pastor and citizen, I desire to become more active in the community, as well as our city. I feel that I have the knowledge and experience to assist in accomplishing the goals of this committee as a result of my prior military and civil service experience.

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

Through my military service, civil service, and hospitality industry experience, I have a background in administration, supply and logistics, transportation, payroll management, and the chaplaincy. During this time I have acquired the skills which afforded me the success in operations and management as a result of my training.

**Dominion Fellowship Worship Center**

- Current Employer:

1 year

- Years in current position:

**Pastor**

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

I have the overall oversight and responsibility of the operations and ordinances of the congregation I serve. I coordinate with music ministry for worship service preparation. Perform hospital, nursing home and confinement visitation. I chair meetings with our church executive board, as well as evaluate leadership performance. The most important responsibility that I have is to ensure that I minister to the congregants according to our mission statement, serving our communities, enriching and empowering the people by providing biblical solutions to promote personal success in life and family.

**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:

**Other Education:**

I have two years of college

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

**Additional Education History:**

I am continuing my education to complete my B.S. degree in two years.

---

**Federal Employee**

Spouse's Employer: [Redacted]

**Medical Coder**

Spouse's Job Title: [Redacted]

**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**

---

**Boards / Commissions Disclaimer**

---

Rosalyn R. Anderson

Spouse's Name:

---

Cornelius E Anderson Jr
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:

______________________________

Cornelius E Anderson Jr
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 Mecklenburg Public Access Corporation, Keep Charlotte Beautiful, Privatization/Competition Advisory Committee (E)

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

My desire is to serve the city of Charlotte in these capacities because these positions allow me to be a conduit between the citizens of Charlotte and our elected officials. It is important that all voices are heard and allowed input in decisions that shape Charlotte. Serving on a board fully allows me to participate in this exchange.

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

I am a first generation born American who grew up in a very internationally diverse community. I’ve spent a considerable amount of time in the performing arts, including studying at Second City’s Conservatory Program and classic music for 15 years. The better part of my career was spent in Corporate, working in the Chemical industry with business leaders of Fortune 1000 companies to smaller entrepreneurial companies. I draw from my personal experience in all of these facets to bring a unique perspective that allows me to serve effectively on these boards.
Broker Associate

Brief description of duties:

Promote profitability for business owners and landlords by brokering strategic commercial real estate transactions. Assist and advise land owners in repositioning their property to increase profitability.

Other employment history:

Croda- Regional Account Manager. Managed a territory of 8 states and over 300 direct customers to increases growth and profitability. Bayer MaterialScience (now Covestro). Midwest Account Manager. Managed a portfolio of over $5MM in sales while growing the region and increasing profitability.

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:

Joel Eigege

Spouse’s Name:

Ryder Systems Inc.

Director of Operations

Spouse’s Job Title

Email

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

If you selected ‘Other’, please explain:

Board Specific Questions

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

If you selected ‘Other’, please explain:

Boards / Commissions Disclaimer

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

Additional Education History:

Marika Christie

Page 3 of 5

Marika Christie

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

Please type your name below:
City Of Charlotte Boards & Commissions

Submit Date: Feb 13, 2017
Status: appointed

Profile

Eric
Cohen
First Name
Middle Initial
Last Name

eric.cohen@53.com
Email Address

300 W 5th St Apt 717
Street Address
Suite or Apt

Charlotte
City
NC
State
28202
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:

Mobile: (631) 836-3742
Business: (704) 688-1524
Primary Phone
Alternate Phone

District 2
What district do you live in?

Caucasian/Non-Hispanic
Ethnicity

Independent
Political Party

Male
Gender

04/10/1988
Date of Birth

Are you a registered voter of Mecklenburg County?

☑ Yes ☐ No

List any boards you are currently serving on:

Charlotte Chamber of Commerce - Young Professionals First of Fourth Ward

List any boards you have served on in the past:

CLT Joules

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), Privatization/Competition Advisory Committee (E)

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

William (“Chris”) Turner is a current committee member provided me with some information about this committee and I think it would be a great fit and an opportunity for me to make a meaningful impact. I think the skills I have developed through various leadership and training programs, in addition to my role at Fifth Third could help me make an impact. Being a resident of uptown Charlotte (and an owner of property in the area) as well as a banker covering the businesses in this market, I have a vested and strong interest in continuing to see this community thrive, increase efficiencies and grow.

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

I have had great professional experiences working on my current boards (Charlotte Chamber Young Professionals and Friends of Fourth Ward), which both involve the economic advancement of Charlotte and its communities. My experience as a commercial banker covering the Charlotte region can bring a perspective on the analytical side and an understanding of how various industries and contracts work, which I think can help in understanding the competitive balance that this committee will regularly evaluate. My role with Fifth Third also has allowed me to develop and understanding of the different communities within Charlotte and the different businesses and connectivity of them, since I work or spend time in many of them. I also think that given my business development and relationship management responsibilities I have significant experience tackling opportunities and challenges/difficult situations. I also was a member of the Emerging Business Leaders class through the Chamber of Commerce, which provides significant managerial and leadership training both as it relates to working in groups and committees, and I think that would translate well. In addition, I have experience working in many diverse groups and feel that I am respectful and understanding of all voices and opinions, but also willing to speak my own mind.
Fifth Third Bank
Current Employer:

6.5
Years in current position:

Vice President - Commercial Banking

Job Title:

Brief description of duties:

Commercial Banker responsible for ensuring my existing clients have access to the right level of products, services and advice, and that we are helping their businesses grow and thrive. Also responsible for attracting new relationship and business clients to Fifth Third, with a focus on companies between $20MM and $500MM in revenue. I have received the President’s Circle owner as a top performer within the bank the past 4 years, including being the top performing banker within the entire commercial division for 2015. I also was the top CRA lender in 2014 and 2015, working with our multicultural/diversity banking divisions to deliver loan opportunities to business located in certain low to moderate income sectors of the city.

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:

University of Virginia - McIntire School of Commerce Majored in Commerce (Concentration in Finance and Accounting) and Economics

Elizabeth Picoli (recently married and changing last name to Cohen)

Spouse’s Name:

Bank of America

Spouse’s Employer

Vice President - Subscription Finance

Spouse’s Job Title

Other

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

Charlotte Chamber of Commerce

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?

If you selected ‘Other’ please explain

College

Education:

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

Eric Cohen
Please type your name below.
List any boards you are currently serving on:
TPC Piper Glen MGA, Dean Ragan LLC

List any boards you have served on in the past:
Union County Juvenile Crime Prevention Council, Family Crisis Council - Salisbury, NC, Apple Baking Company, Pearson DeBoer Creative Solutions

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 Mecklenburg Public Access Corporation, Privatization/Competition Advisory Committee (E), Zoning Board Of Adjustment (B/O/E)

Why are you interested in serving on these boards/committees?
I believe my background and daily availability would be an asset to this committee. I have two young children (12/10) and I want to put my experience to work in order to help provide a thriving business environment for them to grow up in. I am tired of the fact most of our society believes that complaining is conversation. My grandfather told me, “If you are not lighting any candles, don’t complain about being in the dark” and by serving on boards/committees like this one, I can set an example of what that really means and why it is important to participate in the process if you want to share in the benefits.

Please describe any background or abilities that qualify you to serve on these boards/committees.
I worked for a Fortune 500 company for 15 years (C.H. Robinson Worldwide) before leaving to run a wholesale baking operation that was about to go under (Apple Baking Company - Salisbury, NC). After turning the company around, I left to start a company with a partner. 2 years later we sold that company and moved to Charlotte, where I currently hold a real estate license and run my own firm - Dean Ragan Realty. From these experiences, I have gained a tremendous amount of experience in negotiating, procurement, analysis, marketing, business development strategy creation, budgeting, employee/customer relations and website development.
1

Years in current position:

Owner

Job Title:

Brief description of duties:

Residential real estate services, website development, customer relations, business planning and budgeting, strategic planning, negotiating and marketing services.

Other employment history:

C.H. Robinson Worldwide - 15 years, President - Apple Baking Company - 5 years, Co-Founder/President Pearson DeBoer Creative Solutions - 2 years, Helen Adams Realty - 2 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:

☐ Yes ☐ No

If selected ‘Other’, please explain:

College

Education:

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

Additional Education History:

Cornell University Leadership Program

Tammy DeBoer

Spouse’s Name:

Dollar Tree/Family Dollar

Spouse’s Employer

CMO

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 sector, if any, do you fall under?

Boards / Commissions Disclaimer

If you selected ‘Other’, please explain:

If you selected ‘Other’, please explain:
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:

Matthew A DeBoer
List any boards you are currently serving on:

I do not currently sit on any state/city boards. However, I am the founder and current board member of The Ellan Foundation.

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?

Privatization/Competition Advisory Committee (E)

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

I have a perpetually energized component in my soul that yearns to serve for my country and community and I strongly believe that my experience, both in the private and public sectors, would be an asset to the team of advisers. In my opinion, this committee has a great deal of responsibility to the citizens of Charlotte to ensure a superior level of quality, integrity and fiscal sensibility is being placed on all services being provided. I would take an extraordinary amount of pride in knowing that I would be helping a team make Charlotte a safer, responsible, efficient and fiscally sound place to live.
Please describe any background or abilities that qualify you to serve on these boards/committees.

Prior to my current role, I spent over a year in former Florida Governor Jeb Bush’s Office of Tourism and Economic Development as an assistant contract manager. While serving this role, I helped negotiate and manage contracts that dictated state appropriations for various initiatives to ensure the tax dollars being deployed were going to a qualified recipient. For example, our team was tasked with receiving/reviewing annual reports from recipients to gauge solvency and reposition funds, as needed. In the event we were met with a recipient who no longer needed/could utilize the appropriations, we would reassess the initiative and place the funds back into the state’s account for redeployment. During the last 8 years, I have worked as an investment banker with Wells Fargo (with a brief time at Fifth Third). Over this time, I have helped our team advise hundreds of clients on key financial transactions and took meaningful roles in the execution. This has allowed me to develop deep expertise in areas especially relevant to this committee - analyzing fiscal responsibility of certain transactions, developing financial models to provide a thesis on financial transactions, negotiating key contract terms, thinking strategically through highly complex situations - skills that I hope to utilize to serve our citizens.

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:

Rachel Demeter
Spouse’s Name:

Keller Williams - South Park
Spouse’s Employer

Real Estate Agent
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
Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

Christopher J Ellan
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), Keep Charlotte Beautiful, Privatization/Competition Advisory Committee (E)

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

I have always been dedicated to community service and in keeping public space clean. Charlotte is a beautiful city and is growing by the day. I, as a resident of the community, feel that I have an obligation to help keep the city clean and this board is exactly doing what I love.

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

During my undergraduate career at The Catholic University of America, I had the privilege of volunteering to help organizations such as the Little Sisters of The Poor, as well as other organizations that do community service work. I have also held leadership positions in the past for many organizations and hope to use those skills I have acquired to build the Keep Charlotte Beautiful board and the City of Charlotte.

Charlotte School of Law
Current Employer:

1
Years in current position:

Student
Job Title:
Brief description of duties:
Studying North Carolina law to better serve the community and add to the professional network of Charlotte.

Other employment history:
Chairman at HerreraPAC, Financial Adviser at The Empowerment PAC, Political Consultant at Triumphant Strategies.

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

College
Education:
N/A
If you selected ‘Other’ for education, please specify below:

Additional Education History:
Bachelor of Arts from The Catholic University of America
N/A

Spouse’s Name:
N/A
Spouse’s Employer

N/A
Spouse’s Job Title

City of Charlotte Website
How did you find out about the Charlotte Boards and Commissions vacancies?
N/A
If you selected ‘Other’, please explain:

Board Specific Questions

N/A
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:
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?
Business Advisory Committee (E), Charlotte Business INClusion (CBI) Advisory Committee (O/E), Charlotte Housing Authority Board (B/O), Charlotte International Cabinet, Citizens Review Board (B/O/E), Community Relations Committee (O), Keep Charlotte Beautiful, Planning Commission (O/E), Privatization/Competition Advisory Committee (E)

Why are you interested in serving on these boards/ committees?
Small business owner in Charlotte for over 18 years

Please describe any background or abilities that qualify you to serve on these boards/ committees.
Paralegal, Navy Veteran, Contract Negotiator, Business Owner

Are you a registered voter of Mecklenburg County?
☐ Yes ☐ No
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:

<table>
<thead>
<tr>
<th>College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education:</td>
</tr>
</tbody>
</table>

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:

<table>
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<th>Board Specific Questions</th>
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</thead>
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<tr>
<td>Question applies to Business Advisory Committee (B).</td>
</tr>
<tr>
<td>None of the Above</td>
</tr>
<tr>
<td>Which industry sector, if any, do you fall under</td>
</tr>
<tr>
<td>Question applies to Charlotte Housing Authority Board (B/O).</td>
</tr>
<tr>
<td>No</td>
</tr>
<tr>
<td>Are you a low income housing resident?</td>
</tr>
<tr>
<td>Question applies to Citizens Review Board (B/O/E).</td>
</tr>
<tr>
<td>No</td>
</tr>
<tr>
<td>Have you graduated from Citizen's Academy?</td>
</tr>
</tbody>
</table>

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

If you selected 'Other', please explain:

| Boards / Commissions Disclaimer |

Johnell A Holman
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:

Johnell A Holman
City Of Charlotte Boards & Commissions

Submit Date: Jan 13, 2017
Status: submitted

Profile

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Initial</th>
<th>Last Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monique</td>
<td></td>
<td>Horace</td>
</tr>
</tbody>
</table>

moniquedhorace@aol.com
Email Address

2818 Cougar Hill Ct.
Street Address

Charlotte
City

NC
State
28216
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:

Mobile: (704) 502-3071
Primary Phone

District 2
What district do you live in?

African American
Ethnicity

Democrat
Political Party

Female
Gender

12/20/1980
Date of Birth

Are you a registered voter of Mecklenburg County?

☐ Yes ☐ No

List any boards you are currently serving on:

List any boards you have served on in the past:

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

Which Boards would you like to apply for?

- Business Advisory Committee (E), Charlotte Area Fund Board Of Directors (O), Charlotte Business INClusion (GBI) Advisory Committee (O/E), Charlotte Community Capital Loan Fund, Charlotte Mecklenburg Public Access Corporation, Civil Service Board (B/O/E), Community Relations Committee (O), Housing Appeals Board (B/O/E), Keep Charlotte Beautiful, Planning Commission (O/E), Privatization/Competition Advisory Committee (E), Waste Management Advisory Board

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

I am interested in volunteering my time to support my community. It has always been a dream to give back to the community. There have been a number of programs that assisted me while growing up. I want to show others that look like me and grew up just as myself in a complicated environment, that he or she can survive and become a great citizen of Mecklenburg County.

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

I grew up in Boulevard Homes, which is not another community. I was fortunate enough to learn about employment thru the JTPA program in the 1990's. I became exposed to people who did not live in my community and those were positive role models. I knew from attending an open school that I had a chance to make it. I have learned to have empathy for others and offer support as much as possible. I volunteered with Urban Ministry and their efforts to reduce homelessness. I have volunteered for the city and assisted with projects such as a back to school drive. I have also volunteered for Safe Alliance on West Blvd. I have experience auditing and bookkeeping, analyzing, researching and project management.

Wells Fargo Bank
Current Employer
Private Business Underwriter

Job Title:

Brief description of duties:

Promoted from Loan Documentation Specialist V. Train new employees. Credit Analysis of new deals submitted to the HUB. Written analysis of less complex credit and financial data &/or other information to decision request. Authority for decision making on SBA Express Lines of Credit. Eligibility determination for loans. Assisted senior underwriter with implementing credit analyst task list. Communicate with SBA to obtain 912 Clearances. Communicate with Sacramento Alien Verification (SLPC) to obtain INS Verification. Authority to decline loans. Order Appraisals, Phase I & II, RSRA’s, Business Valuations, Flood certs. Process General Ledger tickets for debits and credits related to fees for deals. Preparation of some loan documentation after change requests are approved and completion of monthly reports as identified by Hub Manager and providing administrative support for the hub. Ability to perform in high volume & deadline driven environment.

Other employment history:

EDUCATION: Strayer University, Charlotte, NC Master of Business Administration. Finance. Completed June 2016 PROFESSIONAL EXPERIENCE: Wells Fargo, Charlotte, NC Private/Business Loan Underwriter II- SBA Lending September 2015 - Present • Promoted from Loan Documentation Specialist V. • Train new employees. • Credit Analysis of new deals submitted to the HUB. • Written analysis of less complex credit and financial data &/or other information to decision request. • Authority for decision making on SBA Express Lines of Credit. • Eligibility determination for loans. • Assisted senior underwriter with implementing credit analyst task list. • Communicate with SBA to obtain 912 Clearances. • Communicate with Sacramento Alien Verification (SLPC) to obtain INS Verification. • Authority to decline loans. • Order Appraisals, Phase I & II, RSRA’s, Business Valuations, Flood certs. • Process General Ledger tickets for debits and credits related to fees for deals. • Preparation of some loan documentation after change requests are approved and completion of monthly reports as identified by Hub Manager and providing administrative support for the hub. • Ability to perform in high volume & deadline driven environment. Wells Fargo, Charlotte, NC Loan Documentation Specialist V-SBA Lending February 2014 - September 2015 • Loan Closing Officer. • Review loan documents, closing and disbursing 7(a) and 504 SBA commercial and small business loans including loans secured by real estate and complex construction transactions; ordering all required verifications, documentation and performing subsequent follow-ups. • Reviewed HUD; Perform UCC searches and Liens, order Good Standings, and Entity Documents. • Calculated loan payments. • Performed a variety of loan documentation duties on complex loan packages. • Communicated professionally with external customers and vendors including legal to facilitate the loan closings. • Promoted to Private/Business Loan Underwriter II. Wells Fargo, Charlotte, NC April 2013 - February 2014 Loan Servicing Specialist III • Promoted from Loan Servicing Specialist II to Loan Servicing Specialist III within same department. • Prepared monthly company reports. • Reviewed Financial Statements, Business and Personal Tax Returns; Pulled Credit Reports and Dunn and Bradstreet. • Performed duties related to the processing and/or closing of loans. Wells Fargo, Charlotte, NC June 2012 - April 2013 Loan Servicing Specialist II • Assisted with special projects as assigned.

Monique Horace

Page 3 of 6

Monique Horace

Page 4 of 6

Analyzed and interpreted financial reports and records. • Developed Action Plan for team to commit to for higher production and reduction of error rate. • Promoted to Loan Servicing Specialist III. Wells Fargo, Charlotte, NC January 2011 - June 2012 Operations and Accounting Specialist • Implemented and managed Savings Bond project changes and interventions to achieve project outputs. • Completed periodic cash forecasting, researched payment and inventory discrepancies, and responded to a large volume of customer inquiries. • Presented reports defining project progress, problems and solutions. • Audit teller journals. • Approval for adjustments up to $1 million. • Manage accounts receivable and billing services. Wells Fargo, Charlotte, NC September 2009 - January 2011 Interim Team Support Leader/Banker • Served in Leadership role as Interim Team Support Leader/Phone Banker 4 supporting team members and Supervisor; Serve in leadership role as Point of Contact and Team Captain. • Overhauled sales process and systems to achieve revenue goals. • De-escalated issues. • Supervised 20-50 teammates. • Answered questions and resolves problems for customers concerning all services provided by the Bank; identifies the problem, collects data, secures answers and reports results to the inquiring party and works with staff as necessary to respond to the customer in a timely manner. • Monitored phone calls of employees and provided feedback for quality and purposes. United HealthCare, Kingston, NY May 2008 - August 2009 Customer Service Representative Trainer • Trained employees on new products for members, employers and providers. • Trained employees on proper phone skills and assisting members, employers and providers. • Trained employees on how to balance claims and resolve claim issues. • Provided expertise and customer service support to members, customers, and/or providers. • Direct phone-based customer interaction to provide information and education on the determination process utilizing established protocols, procedures, and educational methodologies in an accurate and courteous manner. • Appropriate follow-up action required in order to ensure renewal documents are completed by member and sent to appropriate agencies. • Facilitated complaint/problem resolution and issues in a timely and sensitive manner. • Assisted members in selecting an appropriate means of re-applying for program benefits. First Citizens Bank, Charlotte, NC January 2005 - October 2007 CBD Operator • Performed data entry of customer banking transactions. • Ensured the completion of processing daily workflow to meet deadlines. • High proficiency in typing and ten-key to meet bank standards. • Provided technical information to internal customers. • Assisted in training of new associates. • Compliance with all federal, state and other governmental rules & regulations. • Resolved any problems, issues or questions to ensure customer satisfaction and maintain relationships with other banks. First Citizens Bank, Charlotte, NC April 2001 - January 2005 Team Lead • Supervised 8 tellers. • Adhered to internal control, security & safety procedures. • Promoted cross-selling services to customers. • Balanced cash drawer and daily transactions • Trained and monitored the work of other tellers; coordinated teller activities • Handled an average of 80 transactions a day. • Assisted tellers with questionable member transactions and balancing of cash drawers.

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:

Associate Degree: Psychology Bachelors Degree: Human Service & Management MBA: Finance

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 Business Advisory Committee (E).

Financial Services Sector
Which industry sector, 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?

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:

Monique Horace

Page 5 of 6

Monique Horace

Page 6 of 6
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?

Privatization/Competition Advisory Committee (E)

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

Interested in volunteering for civic duties to my community. Interested in the process as a private citizen and business person that interacts with the city on business related matters.

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

Architect, practicing in Charlotte for 14 years. Involved with competitive bidding proposals and qualifications at State and Municipal levels

Jenkins Peer Architects

Current Employer:

13

Years in current position:

Sr. Associate

Job Title:

Brief description of duties:

Studio Leader, in charge of staff and production
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 am an architect in a firm that could potentially be involved with work with the City

Graduate School

Education:

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

Additional Education History:

Melissa Hsin
Spouse's Name:

Crossville Tile
Spouse's Employer:

Sales
Spouse's Job Title:

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

AIA Charlotte Website

If you selected 'Other', please explain:

Board Specific Questions

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:

Rob Hsin
List any boards you are currently serving on:

President, Ardrey Homeowners Association Board of Directors Chair, Finance Team and Treasurer, Church

List any boards you have served on in the past:

Treasurer, South Run (northern VA) Homeowners Association Treasurer, Burke (northern VA) Homeowners Association

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?

Privatization/Competition Advisory Committee (E)

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

I am interested in looking for ways in which city operations can be made more efficient and effective. Sometimes, if done properly, that can be achieved through Privatization. I am generally interested in “getting involved” in the city/county in which I live.

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

I worked for the US government for 35 years. My two main jobs in the government were: serving as a Comptroller in DOD for 15 years, and serving as an auditor in GAO for 20 years. In both of these positions I had many opportunities to lead evaluations of the potential benefits/pitfalls of "outsourcing" federal operations/activities, and then make decisions on whether Federal activities should be "outsourced" or kept "in house.". The evaluations I conducted/led were both from a financial and "quality of work" standpoint. After retiring from Federal service in 2005 I worked for two different companies developing and teaching courses to federal employees in the areas of financial management, budgeting, accounting, internal controls, and performing critical analysis to support decision making. I still do a limited amount of teaching.
12 years
Years in current position:

Adjunct Instructor
Job Title:

Brief description of duties:

Since 2005 I have worked as an independent contractor for two different companies developing and teaching courses to federal employees in the areas of financial management, budgeting, accounting, internal controls, and performing critical analysis to support decision making. I still do a limited amount of teaching.

Other employment history:

GAO - Auditor; performed financial audits and evaluations of the effectiveness of Federal programs. DOD - Comptroller; managed up to 300 staff in agencies in obtaining, using, and accounting for resources.

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:

---

Additional Education History:

Some post-graduate studies. Internal Federal training in supervision and management. Federal Executive Institute.

Harrison Winingham
Spouse’s Name:

None
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:

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Board Specific Questions

---

College
Education:

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

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

I Agree

Ronald J Maccaroni

Please type your name below:
City Of Charlotte Boards & Commissions

Profile

David Reynolds
First Name Middle Initial Last Name
mecklenburgnative@gmail.com
Email Address
2063 Eaton Road
Street Address Suite or Apt
Charlotte NC 28205
City 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:

Mobile: (704) 609-1931
Primary Phone
Business: (980) 314-2896
Alternate Phone

District 5
What district do you live in?

Caucasian/Non-Hispanic
Ethnicity

Independent
Political Party

Male
Gender

08/17/1984
Date of Birth

Are you a registered voter of Mecklenburg County?
- Yes - No

List any boards you are currently serving on:

List any boards you have served on in the past:

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, Privatization/Competition Advisory Committee (E)

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

I recently changed jobs which allows me not to travel as extensively as in years prior and I would like to be able to give back through service on Boards and Committees for the City of Charlotte. I have an interest in Planning & Development but since I am a County Employee I am ineligible to serve on any Committees where the Board of County Commissioners share in the appointment of members. For the Privatization and Competition Committee, the description sparked my interest as something that the City could utilize my research, relationship management, and critical thinking skills on and learn more about the process of privatizing assets or services of a Municipality. I also have extensive travel history beginning from my involvement in the International Studies program at Independence High School.

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

I have a Bachelors of Science in Business Administration with a concentration in Finance, Banking, Risk Management & Insurance from Appalachian State University. I have experience as an Internal Auditor at several large Financial Institutions and am currently employed as an Internal Auditor for Mecklenburg County. I am a homeowner living in the City of Charlotte and I am a 5th Generation Mecklenburg County native. I also am part owner of a Small Business that distributes Ice Cream in 7 states and acts as a specialty Concessions operator at various sporting event and entertainment venues across the country. I have traveled to every continent except Antarctica, have hosted students from other countries and have worked overseas as an intern in China for 2 months as part of the Holland Fellows Program.
Mecklenburg County
Current Employer:

1
Years in current position:

Senior Internal Auditor
Job Title:

Brief description of duties:
As a Senior Internal Auditor for Mecklenburg County, I assist with the execution of the annual Audit Plan. My responsibilities include reviewing the operations of various County departments, making recommendations using a risk based approach, interviewing stakeholders to gain consensus on risk-tolerance and promoting a team atmosphere that is able to adapt to emerging risks for the County.

Other employment history:
Managing Partner of Innovative Concessions Enterprises, LLC from 2014-2016. Was a part time employee of predecessor organizations since 2000. Operates as a distributor, service provider and retailer of Dippin' Dots Ice Cream. Operates as a Third Party for professional sporting events such as NFL, NASCAR, PGA, MLB and other convention/entertainment venues. Maintain and operate a distribution network of over 2,000 individual gas stations, movie theaters, restaurants and parks for the Dippin' Dots product. An an Internal Auditor for Wachovia, Wells Fargo, and TD Bank I evaluated the control effectiveness of various businesses and helped maintain relationships with Federal Regulators for new regulatory implementation. My background at these banks helped me gain insight into numerous businesses including but not limited to Commercial Lending, Insurance Brokerage, Mutual Fund Operations, Investment Banking, Counterparty Credit Risk, International Correspondent Banking, Stress Testing and Asset Backed Conduits.

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:
I have a Bachelors of Science in Business Administration with a concentration in Finance, Banking, Risk Management & Insurance from Appalachian State University Class of 2006.

Spouse's Name:

Spouse's Employer

Spouse's Job Title

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

ineligible as a County Employee for those positions.

If you selected 'Other', please explain:

Board Specific Questions

Question applies to Charlotte International Cabinet.

Mecklenburg County Staff
Which category, if any, do you fall under:
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
Name: Tiffani A. Teachey
Street Address: 10308 Wakerobin Ln
City: Charlotte
State: NC
Postal Code: 28213
Email Address: tiffany.teachey@gmail.com

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) 779-4449
Business: (980) 859-6738

District: 7
What district do you live in?

Ethnicity: African American

Political Party: Democrat

Gender: Female

Date of Birth: 05/05/1981

Are you a registered voter of Mecklenburg County?
- Yes □ No □

List any boards you are currently serving on:
- Charlotte Chamber of Commerce Young Professionals Board of Directors - Women In Nuclear (WIN)

List any boards you have served on in the past:
- National Society of Black Engineers (NSBE) National Professionals Programs Chair, Regional Chair, Chapter President/Treasurer

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

Which Boards would you like to apply for?
- Business Advisory Committee (E), Charlotte Business INClusion (CBI) Advisory Committee (O/E), Community Relations Committee (O), Historic District Commission (O/E), Keep Charlotte Beautiful, Privatization/Competition Advisory Committee (E)

Why are you interested in serving on these boards/committees?
This is an opportunity for me to implement my exemplary professional, civic, and leadership contributions to the workforce, economy, and broader community and be a voice providing recommendations and advice to City Council and Mayor. Charlotte, NC has been my residence since 1999, in which I attended UNC Charlotte for both undergrad and grad, therefore, I want to step up to the responsibility of working to move our community forward and it could be done through serving on these boards/committees.

Please describe any background or abilities that qualify you to serve on these boards/committees.
Currently serve on the Charlotte Chamber Young Professionals Board of Directors; 2015 Charlotte Chamber Young Professional of the Year Recipient and Young Professional Business Leader Finalist. Recognized for professional and civic accomplishments that transcend all categories: Young Professional Newcomer, Educator, Public Servant, Entrepreneur, Nonprofit Leader, Business Leader. Currently serve on the Deltas of Charlotte Foundation Board of Directors as an At-Large Board Member. Abilities includes: Project Management, Scheduling, Bylaws/Policies & Procedures; proven track record of success in developing and executing strategic plans to drive goals while cultivating an environment of excellence.

Current Employer: Westinghouse
12.5 years
Years in current position:

Mechanical Engineer
Job Title:

Brief description of duties:

Project Engineering support through developing and revising procedures, developing and providing training, resolving issues identified within the corrective action system. Diablo Canyon Nuclear Power Plant Licensing Basis Verification Project (LBVP) Nuclear Services Responsible Design Mechanical Engineer for new Pressurized Water Reactor (PWR) nuclear power plant (AP1000) project Vogtle Units 3 & 4 Nuclear Power Plant Lead Assistant Mechanical Engineer/Mechanical Engineer II; Perform a variety of engineering tasks in support of fluid system engineering and design for new pressurized water reactor (PWR) nuclear power plant (AP1000), such as support the development of calculations and engineering diagrams for mechanical systems including equipment sizing; process flow diagram and P&ID development.

Other employment history:

Electric Power Research Institute (EPRI) Project Engineer Performed nuclear plant technology engineering services and applications which include: o Equipment reliability; Nuclear plant engineering processes; o Heat exchanger performance and testing; Preventive maintenance Conducted research searches and analyzed technical information in support of the project team o Published and presented technical papers in areas of expertise o Assessed customer needs, formulating technical approaches, preparing proposals and making presentations o Reviewed progress and evaluated results. Making changes in methods, design or equipment where necessary

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:

University of North Carolina at Charlotte: Bachelors of Science in Mechanical Engineering Masters of Science in Engineering Management

Spouse's Name:

Spouse's Employer:

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 Business Advisory Committee (E).

Energy Sector
Which industry sector, if any, do you fall under

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

At-Large
Which Commission seat are you applying for?
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:

Tiffani A Teachey
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?

Privatization/Competition Advisory Committee (E)

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

The PCAC is doing important work to ensure that city services are efficiently provided. I would like to be part of the process that is used to improve city services.

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

Even though the the PCAC is oriented toward the private sector I believe that my background as a CPA and my public sector experience would be helpful to the committee.

Self Employed

Less than one year

Years in current position:

Consultant

Job Title:

Brief description of duties:

Management assistance in program evaluation, policy analysis, budgeting and financial management.
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:
BSIR -- University of North Carolina at Chapel Hill 1976 MPA -- University of North Carolina at Chapel Hill 1982 Certified Public Accountant in North Carolina -- Certificate Number 23235

Pat Woodcock
Spouse's Name:

Retired
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

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:
Agenda #: 17. File #: 15-5077 Type: Business Item

Mayor and City Council Topics
The City Council members may share information and raise topics for discussion.
Charlotte-Mecklenburg Police Foundation Donation

Action:

A. Authorize the City Manager to accept a donation from the Charlotte-Mecklenburg Police Foundation in the amount of $225,000 for various Charlotte-Mecklenburg Police Department initiatives, and

B. Adopt a budget ordinance appropriating funds in the amount of $225,000 from the Charlotte-Mecklenburg Police Foundation.

Staff Resource(s):
Katrina Graue, Police

Explanation
- The Charlotte-Mecklenburg Police Foundation (Foundation) is a non-profit, volunteer organization dedicated to strengthening Charlotte Mecklenburg Police Department (CMPD) services and promoting public safety in the Charlotte-Mecklenburg area.
- The Foundation raises funds through private donations.
- CMPD seeks City Council approval to accept a donation in the amount of $225,000 for the following initiatives:
  - Body Worn Cameras ($200,000)
    - Funding will aid in the expansion of the deployment of Body Worn Cameras.
    - The expansion will provide significant enhancements for transparency from operations that have not had cameras available before, such as Special Weapon and Tactics (SWAT) and Violent Criminal Apprehension Team (VCAT).
  - Community Engagement ($25,000)
    - CMPD will continue to engage the Charlotte-Mecklenburg community to build trust, display transparency, and gain a greater understanding of the needs of the community.
    - CMPD will continue its initiatives, such as Community Corners and Community Safety Forums, which create an open and honest dialogue with the community.
    - The funding will also allow CMPD to expand its recruitment and youth outreach efforts in the community.
- This initiative aligns with Council’s Letter to the Community.

Fiscal Note
Funding: Charlotte-Mecklenburg Police Foundation

Attachment(s)
Budget Ordinance
ORDINANCE NUMBER: ____________________

AN ORDINANCE TO AMEND ORDINANCE NUMBER 8040-X, THE 2016-2017 BUDGET ORDINANCE, PROVIDING AN APPROPRIATION FROM THE CHARLOTTE-MECKLENBURG POLICE FOUNDATION

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

Section 1. That the sum of $225,000 is hereby available from the Charlotte-Mecklenburg Police Foundation:
   Fund: 2600
   Project: 3030220001
   Source: 2000
   Type: 20001000
   Year: 2017
   Munis String: 2600-30-30-0000-000000-000000-000-470150.

Section 2. That the sum of $200,000 is hereby appropriated to:
   General Grants and LTD Project Fund: 2600
   Project: 3030220001-9008000000
   Munis String: 2600-30-30-3090-301005-000000-000-530500.

Section 3. That the sum of $25,000 is hereby appropriated to:
   General Grants and LTD Project Fund: 2600
   Project: 3030310001-9010000000
   Munis String: 2600-30-30-3090-303031-000000-000-530500.

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
Police Body Worn Cameras - Contract Amendment #3

Action:

A. Approve contract Amendment #3 with Taser International for additional body worn cameras, hardware, licenses, and ongoing maintenance for the expansion and support of the Body Worn Camera program,

B. Authorize the City Manager to approve price adjustments and further amend the contract consistent with the City’s business needs and the purpose for which the contract was awarded, and

C. Authorize the City Manager to purchase maintenance and support of the system for as long as the City uses the system.

Staff Resource(s):
Steve Willis, Police
Crystal Cody, Police

Explanation
- On January 26, 2015, City Council approved a contract with Taser International in the estimated amount of $5,491,186 for hardware, software, licenses, services, storage, and ongoing maintenance for the implementation and support of 1,400 Body Worn Cameras.
- Cameras have been issued to uniformed officers in 911 call-for-service officer positions within Patrol, K9, DWI Task Force, and the Airport. This amendment will include a total purchase of 1,800 additional cameras, totaling to 3,200 Body Worn Cameras:
  - 600 new cameras, mounts, docks, licensing, maintenance and installation services.
  - Approximately 1,200 cameras for 911 call-for-service officers in Patrol, K9, DWI Task Force and the Airport to use during special events, and secondary employment.
- The expansion will increase transparency with deployment to tactical units such as SWAT, VCAT and others. It will also provide for use during special events, and secondary employment by these tactical units.
- The contract amendment will include $679,302 for the purchase of additional cameras, licenses, software, and maintenance for Fiscal Year 2018.
- This amendment, in conjunction with the Charlotte-Mecklenburg Police Foundation donation in the amount of ($225,000), of which, $200,000 would be used for the Body Worn Camera expansion initiative.
- This initiative aligns with Council’s letter to the Community.

Fiscal Note
On-going maintenance and support in the amount of $341,380 for Fiscal Years 2019 - 2020 will be considered through the Police Operating Budget.

Funding: Charlotte-Mecklenburg Police Foundation, General Community Investment Plan, and Police Operating Budget
Electronic Monitoring Services Contract

Action:

A. Approve a unit price contract with Omnilink Systems, Inc. for Electronic Monitoring 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 consistent with the City’s business needs and the purpose for which the contract was approved.

Staff Resource(s):
Stephen Iyevbele, Police
Crystal Cody, Police

Explanation

- The Charlotte Mecklenburg Police Department (CMPD) implemented the electronic monitoring program in 2007, and currently monitors and tracks over 400 offenders at any given time.
- CMPD requires an electronic monitoring system that provides pre-trial and post-conviction supervision of court ordered adult and juvenile offenders for property and person crimes and supervision of high risk domestic violence offenders and victim tracking.
- On September 9, 2016, the City issued a Request for Proposal (RFP) for CMPD on behalf of the Charlotte Cooperative Purchasing Alliance (CCPA) for Electronic Monitoring Services. In response to the RFP, the City received four proposals from interested service providers.
- On August 22, 2016, City Council approved the extension of the current contract in preparation for the RFP on this contract.
- CMPD evaluated the proposals and determined that Omnilink Systems, Inc. best meets the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- The company will be paid the unit prices set forth in the contract, a copy of which is available upon request.
- The contract will be part of the CCPA, which is a cooperative purchasing program within Management & Financial Services with the specific purpose of reducing procurement costs by leveraging aggregate purchasing volume to receive better pricing.
- Electronic Monitoring Services are commonly used by entities of all sizes. Offering competitively priced equipment through CCPA benefits entities nationwide.
- CCPA contracts are available for the use of 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).
- Because of the solicitation, the contract is estimated to save the City approximately 13% in monitoring fees.
- Estimated contract expenditures are $422,000 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: Police Operating Budget
Agenda #: 21. File #: 15-5054 Type: Consent Item

Police Sergeant Promotional Assessment Center Services

Action:

A. Approve a contract in the amount of $71,834 with Developmental Associates to design and implement a sergeant promotional assessment center for the Charlotte-Mecklenburg Police Department, and

B. Authorize the City Manager to approve price adjustments and further amend the contract consistent with the City’s business needs and the purpose for which the contract was awarded.

Staff Resource(s):
Katrina Graue, Police
Eugene Trombini, Police

Explanation

- The Charlotte-Mecklenburg Police Department (CPMD) holds promotional processes annually, using an assessment center to ensure a fair and high-quality process for candidates.
- Over the past several years, CMPD has redesigned the promotion process, partnering with Developmental Associates to provide the Department with a consistent approach for promotion.
- CMPD seeks to continue working with Developmental Associates to complete all major redesigns and implement a promotional assessment center for CMPD’s sergeant promotional processes. The contract would include the design of assessment exercises and training of assessors.
- A Request for Proposals (RFP) for a four-year contract has recently been submitted. However, it is recommended that the City continue to use Development Associates until the recently issued RFP process is concluded and a contract is issued to a new vendor.
- CMPD has currently spent $70,917 in a one-year contract with Developmental Associates in Fiscal Year 2017 to run the captain and lieutenant promotion processes.
- The proposed contract would add an additional $71,834 for the sergeant promotion process and would end August 7, 2017.

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: Police Operating Budget
Fire Station 22 Roof Renovation

Action: Award a contract in the amount of $319,400 to the lowest responsive bidder Nations Roof of Carolina, LLC for the Fire Station 22 Roof Renovation project.

Staff Resource(s):
William Haas, Engineering & Property Management
Steve Marlowe, Engineering & Project Management
Kevin Gordon, Charlotte Fire Department

Explanation
- The Fire Station 22 Roof Renovation project, located at 1917 West Sugar Creek Road, involves roof replacement and other exterior work including:
  - New, painted metal roof,
  - New insulation under the roof,
  - Replace soffits with metal panels, and
  - Pressure washing the entire exterior of the building.
- The existing roof is original to the building (1978) and has exceeded its life expectancy and allowing water leaks into the kitchen, sleeping quarters and apparatus bay.
- The new roof will improve the energy efficiency of the facility, provide better occupant comfort, and will result in a clean, attractive building facade.
- The new roof will have a 20-year manufacturer’s warranty for water intrusion and deterioration of paint finish.
- On January 12, 2017, the City issued an Invitation to Bid for the Fire Station 22 Roof Renovation project, two bids were received from interested service providers.
- Nations Roof of Carolina, LLC was selected as the lowest responsive, responsible bidder.
- Construction is scheduled to be complete in fourth quarter 2017.

Charlotte Business INClusion
Construction contracts estimated to be less than $300,000 are informal and exempt from the goal setting process (Part A: Section 3.1 of the Charlotte Business INClusion Policy).

Fiscal Note
Funding: General Community Investment Plan

Attachment(s)
Map
Location Map: Fire Station 22 Roof Renovation
(Council District 4)
Crushed Stone for Construction Projects

Action:

A. Award a unit price contract to the lowest responsive bidder Martin Marietta for the purchase of crushed stone for the term of one year, and

B. Authorize the City Manager to renew the contract for up to four additional, one-year terms with possible price adjustments and to amend the contract consistent with the City’s business needs and the purpose for which the contract was approved.

Staff Resource(s):
Kay Elmore, Management & Financial Services
Ron Hargrove, Charlotte Water
Charles Jones, CDOT

Explanation
- Crushed stone is used in street paving projects, grading projects, storm water repair projects, and water and sewer line projects.
- This Citywide contract will be primarily used by the Charlotte Department of Transportation, Charlotte Water, and Aviation.
- The contract is based on estimated quantities of 12 different types and sizes of crushed stone and sand with pricing dependent upon the City using its own trucks and City personnel to pick up the stone.
- On November 22, 2016, Management & Financial Services issued an Invitation to Bid; six bids were received from interested service providers, with three bids deemed non-responsive.
- Martin Marietta was selected as the lowest responsive, responsible bidder.
- The company will be paid the unit prices set forth in the contract, a copy of which is available upon request.
- Staff anticipates renewing the contract for up to four additional, one-year terms at prices that will be appropriately adjusted based on the Producer Price Index as specified in the contract.
- Estimated annual expenditures combined from CDOT, Charlotte Water, and Aviation are $800,000.
- Existing contracts with City certified firms may be optionally considered for hauling needs as appropriate.

Charlotte Business INClusion
No subcontracting goal was established for this contract because most of the City’s crushed stone is hauled by City staff using City vehicles. From time to time on a limited basis, user departments may have a need for independent stone hauling when City staff and City trucks are unavailable. To ensure availability of supplemental hauling services, the CBI Office will partner with user departments to target certified MWSBEs for stone delivery services from Martin Marietta to City facilities.
Agenda #: 23. File #: 15-4535 Type: Consent Item

Fiscal Note
Funding: Various Departments’ Operating Budgets
Roadway Improvements Reimbursement Interlocal Agreement

Action: 
Authorize the City Manager to execute an interlocal agreement in an amount of $156,000 with Mecklenburg County for intersection improvements at Tyvola Road, the Marion Diehl Center driveway, and Little Sugar Creek Greenway Trailhead.

Staff Resource(s): 
Johanna Quinn, Transportation

Explanation
- Mecklenburg County, Queens University of Charlotte, and the City of Charlotte are partnering to create a signalized intersection on Tyvola Road at the Marion Diehl Center driveway and the Little Sugar Creek Greenway trailhead driveway.
- Queens University of Charlotte received a federal grant for intersection modifications at the entrance to the Marion Diehl Center.
- The work will improve vehicular, bicyclist, and pedestrian mobility and safety along this area of Tyvola Road, a City-maintained street.
- Improvements include modifications to the existing median and associated street improvements to create a full access, signalized intersection for cars, cyclists, and pedestrians.
- Queens University of Charlotte will provide grant funding of $780,000, and the City will contribute the grant match of $156,000 for a total project cost of $936,000.

Fiscal Note
Funding: Transportation Community Investment Plan

Attachment(s)
Map
Resolution
RESOLUTION PASSED BY THE CITY COUNCIL OF THE
CITY OF CHARLOTTE, NORTH CAROLINA ON FEBRUARY 27, 2017

A motion was made by ______________________________ and seconded by
____________________________ for the adoption of the following Resolution and upon being put
to a vote was duly adopted:

WHEREAS, Mecklenburg County, Queens University of Charlotte, and the City of Charlotte are
partnering to create a signalized intersection on Tyvola Road at the Marion Diehl Center driveway
and the Little Sugar Creek Greenway trailhead driveway; and

WHEREAS, Queens University of Charlotte received an federal grant for intersection modifications
at the entrance to the Marion Diehl Center, and

WHEREAS, Queens University of Charlotte will provide grant funding of $780,000, and the City
will contribute the grant match of $156,000 for a total project cost of $936,000; and

WHEREAS, The Interlocal Agreement will provide for the City’s reimbursement to Mecklenburg
County of $156,000 towards the total cost of the project.

NOW, THEREFORE, BE IT RESOLVED that this resolution from the City of Charlotte
authorizing the City Manager to execute an Interlocal Agreement with Mecklenburg County to
reimburse Mecklenburg County $156,000 for intersection improvements on Tyvola Road at the
Marion Diehl Center Driveway and the Little Sugar Creek Greenway Trailhead is hereby formally
approved by the City Council of the City of Charlotte and the Director of Transportation and Clerk of
this Municipality are hereby empowered to sign and execute the Agreement with the aforementioned
groups.
Fiber Relocation Inspection Services

Action:

Authorize the City Manager to negotiate and approve the following contracts for fiber relocation inspection services:
- DRMP, Inc.,
- Kimley-Horn and Associates, Inc., and
- Mid-South Consulting Engineers, Inc.

Staff Resource(s):
Angela Berry, Transportation

Explanation

- These contracts will provide professional engineering inspection services for the relocation of City aerial fiber. These relocations are being performed by high speed internet companies or their approved contractor.
- The scope of services include:
  - Confirmation of identification of fiber to be relocated,
  - Daily inspection of the fiber relocations,
  - Coordination with Charlotte Department of Transportation (CDOT) as well as City Innovation and Technology (I&T),
  - Schedule coordination for splicing by CDOT forces, and
  - Maintenance of a daily journal documenting fiber relocation inspection and other duties as directed.
- On January 10, 2017, the City issued a Request for Qualifications (RFQ) for Engineering Services for Fiber Relocation Inspection. In response to the RFQ, the City received five Statements of Qualifications from interested service providers.
- The Project Team, consisting of staff from Transportation and Innovation and Technology, evaluated the proposals and determined that DRMP, Inc., Kimley-Horn and Associates, Inc. and Mid-South Consulting Engineers, Inc. best meets the City’s needs in terms of qualifications, experience, and responsiveness to RFQ requirements.
- The cost of the contract will be reimbursed by the requesting utility. Contracts will be paid on an hourly rate and the estimated amount of each contract is $300,000.

Background

- In 2015, high speed internet companies began to install fiber throughout the City. Some of this fiber installation is occurring aerially on utility poles throughout the City. As part of this installation the high speed internet companies have needed to ask other utilities to move on a pole or relocate to a new pole. This work occurs at the expense of the requesting company and is commonly referred to as “utility make ready.”
- City I&T as well as CDOT have over 350 miles of fiber throughout the City, some of which is aerial and located on utility poles. The high speed internet companies are requesting confirmation of City/CDOT fiber throughout the City and moves/relocations at a pace too great for City staff to meet. This contract will serve as an extension of City staff to confirm the requested fiber
Agenda #: 25. File #: 15-5034 Type: Consent Item

moves/relocations belong to the City and provide for the inspection of the moves/relocations of City/CDOT fiber.

Charlotte Business INClusion
Charlotte Business INClusion - No subcontracting goal was established for this contract because there are no subcontracting opportunities.

Fiscal Note
Funding: Contract costs will be reimbursed by the requested utility company.
Staffing Assessment for Charlotte Regional Transportation Planning Organization

Action:
A. Authorize the City Manager to negotiate and approve a contract for up to $175,000 with Cambridge Systematics, Inc. for Charlotte Regional Transportation Planning Organization for staffing assessment, and

B. Authorize the City Manager to amend the contract consistent with the City’s business needs and the purpose for which the contract was approved.

Staff Resource(s):
Robert Cook, Planning

Explanation
- The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) are required under 23 US Code 134 to jointly review and evaluate the transportation planning process for urbanized areas over 200,000 populations at least every four years.
  - The Charlotte Regional Transportation Planning Organization (CRTPO) area has a population of 1,249,442 and is subject to a certification review.
  - The purpose of the review is to evaluate CRTPO staffing needs necessary to meet and exceed all required elements of the metropolitan process so that Federally-funded highway and transit projects resulting from the process can be implemented.
- On March 21, 2016, CRTPO received the Certification Review, in which the FHWA and FTA issued a Recommendation that the CRTPO evaluate its staffing needs and consider hiring/expanding staffing to manage its public outreach efforts. In making its Recommendation, the FHWA and FTA referenced the previous review completed in 2012 that also recommended conducting a staffing assessment.
- Certification Review Recommendations are designed to address needed technical improvements to the planning process, and although not regulatory, are significant enough that the FHWA and FTA desire that local officials take action.
- On August 19, 2016, the City issued a Request for Proposal (RFP) for Staffing Assessment for Charlotte Regional Transportation Planning Organization. In response to the RFP, the City received seven proposals from interested service providers.
- The Project Team, consisting of staff from the Charlotte Department of Transportation, North Carolina Department of Transportation (NCDOT), and CRTPO, evaluated the proposals and determined that Cambridge Systematics, Inc. best meets the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.

Small Professional Services Firm (SPSF) Opportunity
For Federal Highway Administration funded projects, NCDOT does not mandate a goal through the State’s SPSF program.
Agenda #: 26. File #: 15-5033 Type: Consent Item

Fiscal Note
Funding: Federal Planning Grant
Sunset-Beatties Ford Road Comprehensive Neighborhood Improvement Projects - Planning Services

Action:

A. Approve a contract in the amount of $290,000 with DRMP, Inc. for engineering planning services for the Hornets Nest Pedestrian and Bicycle Improvements project, and

B. Approve a contract in the amount of $259,300 with Stantec Consulting Services Inc. for engineering planning services for the Oakdale Road Farm-to-Market Phase 2 project.

Staff Resource(s):
Fran West, Engineering & Property Management

Explanation

- In November 2014, voters approved $20 million bond referendum for the Comprehensive Neighborhood Improvement Programs (CNIP).
- The Hornets Nest Pedestrian and Bicycle Improvements and Oakdale Road Farm-to-Market Phase 2 Projects were selected to move forward under the Sunset-Beatties Ford CNIP.
- CNIP makes strategic investments in larger, multi-neighborhood geographies to more comprehensively address a broad array of community needs, consistent with the goals of the City’s Community Investment Plan (CIP).
- The contracts will provide engineering planning services for two projects within the Sunset-Beatties Ford CNIP: Hornets Nest Pedestrian and Bicycle Improvements and Oakdale Road Farm-to-Market Phase 2. The engineering planning services include but are not limited to:
  - Public involvement,
  - Alternative analysis,
  - Conceptual plans,
  - Cost estimates,
  - Storm drainage analysis, and
  - Traffic analysis.
- City Council approved the projects as part of the City’s Fiscal Years 2014–2018 General CIP.
- On February 24, 2016, a Request for Qualifications (RFQ) was advertised for advanced preliminary planning to begin work on the 2014 Comprehensive Neighborhood Improvement Program (CNIP). In response to the RFQ, the City received 20 proposals from interested professional service providers.
- The Project Team, consisting of staff from Engineering and Property Management, Planning, and Transportation, evaluated the proposals and determined that DRMP, Inc. and Stantec Consulting Services, Inc. are the best qualified firms to meet the City’s needs in terms of competence and professional services qualifications for the CNIP.
- Design and construction administrative services may be awarded as an incentive for good performance, including meeting the project schedules, fulfilling planning deliverables and remaining within the project budget.
On October 5, 2015, City Council received a CIP update and status that included the Sunset-Beatties Ford CNIP.

Action A
- The contract with DRMP, Inc. will provide planning services for the Hornets Nest Pedestrian and Bicycle Improvements project.
- This project will include the planning and conceptual design for a sidewalk and/or multi-use path along:
  - Beatties Ford Road from Pauline Road to Lakeview Road (approximately 1.2 miles) and
  - Sunset Road from Beatties Ford Road to Oakdale Road (approximately 2.8 miles).
- This project was funded through the approved 2016 Bond Referendum for the Sunset Beatties Ford CNIP.

Action B
- The contract with Stantec Consulting Services Inc. will provide planning services for the Oakdale Road Farm-to-Market Phase 2.
  - Phase 1 is currently in the utility relocation phase.
- This project will include the planning and conceptual design of pedestrian and roadway improvements along Oakdale Road, from Dale Avenue to McClure Drive (approximately 0.6 miles).
- Proposed improvements to be considered include, but are not limited to bicycle lanes, sidewalks, planting strips, landscaping, curb and gutter, storm drainage, parallel parking, medians, signalization, crosswalks and lighting.
- This project is the continuance of Oakdale Farm to Market Phase 1, which ends at Dale Avenue.
- This project was funded through the approved 2016 Bond Referendum for the Sunset Beatties Ford CNIP.

Charlotte Business INClusion
Hornets Nest Pedestrian and Bicycle Improvements project
The City negotiates subcontracting participation after the proposal selection process (Part C: Section 2.1 (h) of the Charlotte Business INClusion Policy). DRMP, Inc. has committed to 15.01% ($43,524) of the total contract to the following certified firms:
- CMW Design Strategies, LLC (SBE) ($18,414) (urban design/landscape architecture)
- Carolina Wetland Services, Inc. (SBE, WBE) ($4,350) (natural resources permitting)
- Hinde Engineering, Inc. (SBE) ($20,760) (utility design/coordination)

Oakdale Road Farm-to-Market Phase 2 Project
The City negotiates subcontracting participation after the proposal selection process (Part C: Section 2.1 (h) of the Charlotte Business INClusion Policy). Stantec Consulting Services Inc. has committed 12.68% ($32,880) of total contract amount to the following certified firms:
- The Dodd Studio (SBE) ($14,040) (urban planning consultant)
- City Explained, Inc. (SBE) ($11,840) (planning consulting)
- Capstone Civil Group (SBE, MBE) ($7,000) (geotechnical services)

Fiscal Note
Funding: General Community Investment Plan

Attachment(s)
Map
Location Map: Planning Services for Comprehensive Neighborhood Improvement Projects (Council District 2)
Mary Alexander Storm Drainage Improvement Project

Action:
Award a contract in the amount of $997,341.18 to the lowest responsive bidder United of Carolinas, Inc. for the Mary Alexander Storm Drainage Improvement Project.

Staff Resource(s):
Matthew Gustis, Engineering & Property Management

Explanation
- The Mary Alexander Storm Drainage Improvement Project will reduce flooding of Mary Alexander Road and address channel erosion.
- The project area is located in the Mallard Creek watershed with boundaries of E. Mallard Creek Church Road to the north, the University of North Carolina at Charlotte (UNCC) to the south, John Kirk Drive to the east and Mallard Creek to the west.
- The improvements are along Mary Alexander Road from Lex Drive to East Mallard Creek Church Road.
- The work will include:
  - Storm drainage,
  - Curb and gutter,
  - Sidewalks,
  - Asphalt pavement and replacement,
  - Traffic control, and
  - Water and sanitary sewer installation
- On December 19, 2016, the City issued an Invitation to Bid for Mary Alexander Storm Drainage Improvement Project; seven bids were received from interested service providers.
- United of Carolinas, Inc. was selected as the lowest responsive, responsible bidder.
- The City is coordinating with UNCC to minimize impacts to student traffic by constructing the improvements during the summer months when school is not in session.
- The project is anticipated to be complete by third quarter of 2017.

Charlotte Business INClusion
Established SBE Goal: 15.00%
Committed SBE Goal: 20.05%
United of Carolinas, Inc., exceeded the established SBE subcontracting goal, and has committed 20.05% ($200,000) of the total contract amount to the following certified SBE firms (Part B: Section 3 of the Charlotte Business INClusion Policy):
- Conmat Construction Services, Inc (SBE) ($114,000) (concrete)
- Streeter Trucking Company, Inc. (SBE, MBE) ($50,000) (hauling)
- Whitesell Trucking, Inc (SBE) (sewer and drain) ($36,000)

Established MBE Goal: 5.00%
Committed MBE Goal: 5.01%
United of Carolinas, Inc. exceeded the established subcontracting goal, and has committed 5.01% ($50,000) of the total contract amount to the following certified MBE firms (Part B: Section 3 of the Charlotte Business INClusion Policy):

- Streeter Trucking Company, Inc. (SBE, MBE) ($50,000) (hauling)

**Fiscal Note**
Funding: Storm Water Community Investment Plan

**Attachment**
Map
Location Map: Mary Alexander Storm Drainage Improvement Project (Council District 4)
Old Terminal Steam Boiler Replacement

Action:
Award a unit price contract in the amount of $133,000 to the lowest responsive bidder Superior Mechanical Services, Inc. for the purchase and installation of a steam boiler in the Old Terminal building.

Staff Resource(s):
Jack Christine, Aviation

Explanation
- The existing boiler in the basement of the Old Terminal was installed in 1953 and has reached the end of its useful life. Aviation is replacing the steam boiler to provide sufficient heating capacity for the building.
- The Old Terminal is located on the south side of the airfield and contains multiple tenants that provide support services to the Airlines and Transportation Security Administration.
- The contract with Superior Mechanical Services, Inc. will provide services to remove and haul away the existing boiler, as well as procure and install a new boiler.
- On December 16, 2016, Aviation issued an Invitation to Bid for a Steam Boiler Replacement; four bids were received from interested service providers.
- Superior Mechanical Services Inc. was selected as the lowest responsive, responsible bidder.

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 Community Investment Plan
Airport Vehicle Wash Facility

Action:

A. Award a contract in the amount of $2,137,394.10 to the second lowest responsive bidder Encompass Building Group, Inc. for the construction of a Vehicle Wash Facility, and

B. Adopt a budget ordinance appropriating $2,137,394.10 from the Aviation Discretionary Fund to the Aviation Community Investment Plan Fund.

Staff Resource(s):
Jack Christine, Aviation

Explanation

- The Airport operates a fleet of 80 buses to transport passengers and employees from Airport parking facilities to the Terminal.
- Customer Focus is one of the guiding principles of the Aviation Department, and the condition of the bus fleet is a component of the overall customer experience.
- Currently, Aviation contracts bus washing services. Bus washing takes place in the maintenance yard, which requires Aviation staff to closely monitor the process to ensure environmental compliance for debris runoff into the storm drains.
- The Vehicle Wash Facility will allow more routine cleaning of the buses in an environment that captures and recycles the wash water.
  - Aviation will be able to use the facility for the bus fleet as well as for over 300 additional pieces of Aviation’s current rolling stock.
- On November 9, 2015, the City awarded a contract to Bergmann Associates, Architects, Engineers, P.C dba Gantt Hubermann Architects in the amount of $1,267,488 for the design of the Fleet Maintenance Facility and the Vehicle Wash Facility.
- On October 14, 2016, The City issued an Invitation to Bid for Construction services; three bids were received from interested service providers.
- Encompass Building Group, Inc. was the second lowest responsive, responsible bidder.

Reject Low-Bid Explanation

- The apparent low bidder, G.W. Liles Construction, Inc. did not meet the established MBE goal of 8.00%, proposing a total MBE utilization of 1.46% for the project.
- Per the CBI policy, G.W. Liles Construction submitted MBE Good Faith Efforts documentation and after thorough review, staff determined that G.W. Liles Construction did not meet the minimum required Good Faith Efforts (Part B: Section 4.3 of the Charlotte Business INClusion Policy).
Agenda #: 30. File #: 15-4439a Type: Consent Item

- Staff recommends the contract be awarded to the next lowest, responsive, responsible bidder, Encompass Building Group, LLC.

**Charlotte Business INClusion**

Established SBE Goal: 14.00%
Committed SBE Goal: 14.10%
Encompass Building Group, Inc. has exceeded the established subcontracting goal, and has committed 14.10% ($295,000) of the base bid amount to the following certified firms (Part B: Section 3 of the Charlotte Business INClusion Policy):
- Dakota Contracting Company (SBE, MBE) ($225,000) (site work)
- All Pro-Builders and Restorations (SBE, MBE) ($70,000) (general construction)

Established MBE Goal: 8.00%
Committed MBE Goal: 15.46%
Encompass Building Group, Inc. has exceeded the established subcontracting goal, and has committed 15.06% ($323,500) of the base bid amount to the following certified firms (Part B: Section 3 of the Charlotte Business INClusion Policy):
- Dakota Contracting Company (MBE, SBE) ($225,000) (site work)
- All Pro-Builders and Restorations (MBE, SBE) ($70,000) (general construction)
- Superior Mechanical Systems (MBE) ($28,500) (HVAC)

**Fiscal Note**

Funding: Aviation Community Investment Plan

**Attachment**

Budget Ordinance
ORDINANCE NO. ______________________

AN ORDINANCE TO AMEND ORDINANCE NUMBER 8040-X, THE 2016-2017 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF $2,137,394.10 FROM THE AVIATION DISCRETIONARY FUND FOR THE CONSTRUCTION OF A VEHICLE WASH FACILITY

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

Section 1. That the sum of $2,137,394.10 is available from the Aviation Discretionary Fund for the contract with Encompass Building Group, Inc.

Section 2. That the sum of $2,137,394.10 is hereby appropriated from the Discretionary Fund to the Aviation Community Investment Plan Fund to the following project(s):

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
<th>Project</th>
<th>Source</th>
<th>Type</th>
<th>Year</th>
</tr>
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<td>4020901614</td>
<td>6000</td>
<td>60006001</td>
<td>0000</td>
</tr>
</tbody>
</table>

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
Airport Project Management Services Contract Amendment #1

Action:

A. Approve contract amendment #1 in the amount of $2,400,000 with T.Y. Lin International for additional project management and construction administration services, and

B. Adopt a budget ordinance appropriating $2,400,000 from the Aviation Discretionary Fund to the Aviation Community Investment Plan Fund.

Staff Resource(s):
Jack Christine, Aviation

Explanation

- On October 26, 2015, the City Council approved a three year contract with T.Y. Lin International to provide four project managers to assist Aviation with the implementation of the Aviation Community Investment Plan (CIP) for a term of three years, with the option to renew for up to two additional, one-year extensions.
- Contract amendment #1 will add $2,400,000 to the initial three-year term in order to provide four additional project and construction managers and all necessary equipment including vehicles and technology to support the implementation of the Airport’s $1.7 billion CIP. Due to the demand driven CIP, Aviation prefers to use contracted project managers in lieu of adding Aviation Department staff.
- Aviation’s CIP is updated annually to meet the needs of airlines and tenants. These additional managers will provide project oversight for the Terminal Lobby Expansion, American Airlines Line Maintenance Hangar Expansion, Concessions Distribution Warehouse, Joint Operations Center, Concourse Renovations, Hourly Toll Plaza Renovations, Taxiway A & M Rehabilitations, FBO Ramp Rehabilitation, and American Airlines Mail Sort Facility.
- On August 31, 2015, Aviation issued a Request for Qualifications for project management services; three proposals were received from interested service providers.
- The Aviation Department selected T.Y. Lin International for this project based on its past project management experience with similar airport projects of this scope as well as its experience with current projects at the Airport.
- The new total estimated amount of the contract, including the contract amendment, over the initial term of three years will be $5,500,000.

Disadvantaged Business Enterprise
No subcontracting goal was established because there are no subcontracting opportunities.

Fiscal Note
Funding: Aviation Community Investment Plan
The Aviation Department intends to seek Federal Aviation Administration approval to use Passenger Facility Charge (PFC) funds to pay for the additional PFC eligible costs of these projects in PFC Application #6. Ineligible project costs will be paid for with Airport Discretionary Funds.

**Attachment(s)**

Budget Ordinance
Ordinal No. _____________________________

An Ordinance to Amend Ordinance Number 8040-X, the 2016-2017 Budget Ordinance Providing
an Appropriation of $2,400,000 from the Aviation Discretionary Fund for Additional
Project Management and Construction Administration Services

Be It Ordained, by the City Council of the City of Charlotte;

Section 1. That the sum of $2,400,000 is available from the Aviation Discretionary Fund
for the contract with T.Y. Lin International

Section 2. That the sum of $2,400,000 is hereby appropriated from the Discretionary Fund
to the Aviation Community Investment Plan Fund to the following project(s):
Discretionary funds to be replaced by Passenger Facility Charge funds where eligible
Fund 6064
Amount $ 2,400,000.00
Project 4020901613
Source 6000
Type 60006001
Year 0000

Section 3. That the existence of this project may extend beyond the end of the fiscal year. Therefore, this
ordinance will remain in effect for the duration of the project and funds are to be carried forward to
subsequent fiscal years until all funds are expended or the project is officially closed.

Section 4. All ordinances in conflict with this ordinance are hereby repealed.

Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

______________________________
City Attorney
Aviation Cooling Tower Replacement

Action:

A. Approve the purchase of a Marley Cooling Tower, as authorized by the sole source exemption of G.S. 143-129 (e)(6), and,

B. Award a contract in the amount of $217,200 to the lowest responsive bidder Superior Mechanical Services, Inc. for the purchase and installation of a Marley Cooling Tower.

Staff Resource(s):
Jack Christine, Aviation

Sole Source Exemption

G.S. 143-129 (e) (6) provides that formal bidding requirements do not apply when:
- Performance or price competition are not available;
- A needed product is available from only one source or supply; or
- Standardization or compatibility is the overriding consideration.

Sole sourcing is necessary for the purchase component of this contract because of standardization or compatibility with existing cooling towers in the Terminal.

The City Council must approve purchases made under the sole source exception.

Explanation

Multiple cooling towers are used to keep the Airport’s main Terminal building at a comfortable temperature in the summer.

The cooling tower being replaced has reached the end of its useful life.

Aviation seeks to purchase Marley Cooling Towers in order to maintain equipment standardization. As a result, Aviation is using a sole source purchase exemption for the procurement of the towers.

The contract with Superior Mechanical Services, Inc. will provide equipment and installation for a new cooling tower as well as removal and disposal of the existing cooling tower.

On January 7, 2017, the City issued an Invitation to Bid for a Marley Cooling Tower and installation services; six bids were received from interested service providers.

Superior Mechanical Services, Inc. was selected as the lowest responsive, responsible bidder.

Charlotte Business INClusion

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

Fiscal Note

Funding: Aviation Community Investment Plan
Airport Fire Truck Parking Structure

Action:

A. Award a contract in the amount of $353,870 to the lowest responsive bidder Edison Foard Construction, Inc. for an airport fire truck parking structure at Fire Station #41, and

B. Adopt a budget ordinance appropriating $353,870 from the Aviation Discretionary Fund to the Aviation Community Investment Plan Fund.

Staff Resource(s):
Jack Christine, Aviation

Explanation
- Three fire stations serve the Charlotte Douglas International Airport, Fire Stations #17, #30, and #41.
- The Airport operates eight firefighting trucks, which need to be located indoors to protect the mechanical equipment on the trucks from weather and sunlight damage.
- The contract with Edison Foard Construction, Inc. will install a structure for two additional fire truck parking at Fire Station #41.
- The new parking structure along with the existing Fire Stations will ensure all Airport fire trucks are located indoors.
- On December 6, 2016, the City issued an Invitation to Bid for a Fire Truck Parking Structure; three bids were received from interested service providers.
- Edison Foard Construction, Inc. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be completed by June 2017.

Charlotte Business INClusion
Construction contracts estimated to be less than $300,000.00 are informal and exempt from the goal setting process (Part A: Section 3.1 of the Charlotte Business INClusion Policy). However, Edison Foard, Inc. has committed 17.80% ($63,000) of the total Contract amount to the following certified firm:
- Besco Electrical (MBE) ($63,000) (electrical)

Fiscal Note
Funding: Aviation Community Investment Plan

Attachment(s)
Budget Ordinance
ORDINANCE NO. 8040-X

AN ORDINANCE TO AMEND ORDINANCE NUMBER 8040-X, THE 2016-2017 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF $353,870 FROM THE AVIATION DISCRETIONARY FUND FOR AN AIRPORT FIRE TRUCK PARKING STRUCTURE AT FIRE STATION #41

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

Section 1. That the sum of $353,870 is available from the Aviation Discretionary Fund for the contract with Edison Foard Construction, Inc.

Section 2. That the sum of $353,870 is hereby appropriated from the Discretionary Fund to the Aviation Community Investment Plan Fund to the following project(s):

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<thead>
<tr>
<th>Fund</th>
<th>6064</th>
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<tr>
<td>Amount</td>
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<tr>
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</tr>
</tbody>
</table>

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
Airport Network Equipment Maintenance

Action:

A. Approve a contract with Enterprise Systems Corporation for maintenance of Airport network equipment for a term of one year, and

B. Authorize the City Manager to renew the contract for four additional, one-year terms with possible price adjustments and to amend the contract consistent with the City’s business needs and the purpose for which the contract was approved.

Staff Resource(s):
Brent Cagle, Aviation

Explanation

- Aviation has installed equipment in communications rooms throughout the Airport Terminal to support its network.
- Since 2006, Aviation has contracted with various vendors, including Enterprise Systems Corporation, to maintain and support the Airport’s network equipment.
- Based on Aviation’s continued need for network support services a multi-year contract is necessary.
- A waiver of competitive solicitation was granted by the Aviation Director due to Enterprise Systems Corporation’s extensive knowledge of the Airport’s network, and willingness to offer on-site technical support at no additional cost.
- Estimated annual expenditures for the contract are $53,700.

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
Program Management Services for the Sanitary Sewer Rehabilitation Program

Action:
A. Approve a contract in the amount of $1,500,000 with Frazier Engineering, PA for Program Management Services, and
B. Authorize the City Manager to renew the contract for up to three terms with possible price adjustments and to amend the contract consistent with the City’s business needs and the purpose for which the contract was approved.

Staff Resource(s):
Angela Lee, Charlotte Water

Explanation
- Charlotte Water operates and maintains more than 4,200 miles of sanitary sewer mains throughout its service area. Many of these pipes are more than 50 years old and often in need of repair or rehabilitation.
- The contract provides for program management services for the ongoing Sanitary Sewer Rehabilitation Program, focusing in the following areas:
  - Planning and Evaluation,
  - Engineering and Design,
  - Construction Management,
  - Data Management, and
  - Performance Monitoring.
- Projects are identified and prioritized based on previous sanitary sewer overflows, the likelihood of future overflows, and the overall condition of the infrastructure.
- The contract will include rehabilitation and replacement work in the Irwin Creek basin and evaluation work in the McAlpine Creek basin.
- On November 30, 2016, the City issued a Request for Qualifications (RFQ) for Program Management Services for the Sanitary Sewer Rehabilitation Program. In response to the RFQ, the City received three proposals from interested professional service providers.
- Charlotte Water staff evaluated the proposals and determined that Frazier Engineering, PA is the best qualified firm to meet the City’s needs on the basis of demonstrated competence and qualifications of professional services relevant to the RFQ requirements.
- Each term is estimated to cover an 18-month period.

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). Frazier Engineering, P.A. has committed 3.33% ($50,000) of the total contract amount to the following certified firm(s):
- Boyle Consulting Engineers, PLLC (SBE) ($25,000) (material testing)
- Survey & Mapping Control, Inc. (SBE) ($25,000) (surveying)
Agenda #: 35. File #: 15-4959 Type: Consent Item

Fiscal Note
Funding: Charlotte Water Community Investment Plan

Attachment
Map
Program Management Services for the Sanitary Sewer Rehabilitation Program

Map

Irwin Drainage Basin
Project Area is located within City Council Districts 1, 2, 3 & 4

McAlpine Drainage Basin
Project Area is located within City Council Districts 5, 6 & 7
Site Improvements at Franklin Water Treatment Plant

Action:
Award a contract in the amount of $168,636 to the lowest responsive bidder Sanders Utility Construction Co., Inc. for site improvements at the Franklin Water Treatment Plant.

Staff Resource(s):
Carl Wilson, Charlotte Water

Explanation
- The project is located near the intersection of Auten and Oakdale roads north of and adjacent to Franklin Water Treatment Plant.
- Charlotte Water previously purchased private residences adjacent to the raw water reservoir along Auten Road at the Franklin Water Treatment Plant.
- The project provides for improvements to security access and maintenance of the area around the raw water reservoir at the Franklin Water Treatment Plant, such as:
  - Brush clearing, tree stump removal, drainage swale improvements, erosion control improvements, and fine grading;
  - Construction of a new chain link security fence along the northern perimeter encompassing the Franklin Water Treatment Plant site; and
  - Abandoning an existing, non-utilized water supply well located on the site.
- On December 19, 2016, the City issued an Invitation to Bid for Auten Road Site Improvements; four bids were received from interested service providers.
- Sanders Utility Construction Co., Inc. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by Fall 2017.

Charlotte Business INClusion
Charlotte contracts estimated to be less than $300,000 are informal and exempt from the goal setting process (Part A: Section 3.1 of the Charlotte Business INClusion Policy). However, Sanders Utility Construction Co. Inc., a City WBE, has committed 6.52% ($11,000) of the total contract amount to the following certified firm:
- Martin Landscaping Company Inc. (SBE, WBE) ($11,000) (seeding and mulching)

Fiscal Note
Funding: Charlotte Water Community Investment Plan

Attachment(s)
Map
Site Improvements at Franklin Water Treatment Plant - Map

Project Area is located within City Council District 2
Mallard Creek Wastewater Treatment Plant Digesters Maintenance Project

Action:
Award a contract in the amount of $248,225 to the lowest responsive bidder BW Service Solutions, LLC for the Mallard Creek Wastewater Treatment Plant Digesters Maintenance Project.

Staff Resource(s):
Carl Wilson, Charlotte Water

Explanation
- Charlotte Water owns and maintains five major wastewater treatment plants in Mecklenburg County. The Mallard Creek Wastewater Treatment Plant (WWTP) is located near the county line off US Highway 29.
- Mallard Creek WWTP utilizes large concrete digester tanks in the wastewater treatment process.
- Digesters must be maintained by periodically cleaning and servicing mechanical equipment approximately every eight to 10 years.
- This maintenance project will be performed while the digesters are deactivated for the polychlorinated biphenyl (PCB) decontamination project that is currently underway.
- This contract provides for the maintenance of four of the five digesters at the WWTP. This work includes:
  - Installation of an alternate mixing pump and associated valves
  - Replacement of carbon steel piping with stainless steel digester gas piping and addition of new gas flow meters
- On December 19, 2016, the City issued an Invitation to Bid for the Mallard Creek Wastewater Treatment Plant Digester Maintenance Project; two bids were received from interested service providers.
  - The North Carolina General Statutes do not require a minimum number of bids for construction contracts under the limits prescribed in General Statute 143-129.
- BW Service Solutions, Inc. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by the second quarter of 2018.

Charlotte Business INClusion
Contracts estimated to be less than $300,000 are informal and exempt from the goal setting process (Part A: Section 3.1 of the Charlotte Business INClusion Policy). However, BW Service Solutions, Inc. is an SBE.
Agenda #: 37. File #: 15-4964 Type: Consent Item

Fiscal Note
Funding: Charlotte Water Community Investment Plan

Attachment(s)
Map
Mallard Creek Wastewater Treatment Plant Digesters Maintenance Project – Map

Project Area is located within City Council District 4
Municipal Agreement for Water Main Repair on Lancaster Highway with the North Carolina Department of Transportation

Action:
A. Adopt a resolution ratifying a North Carolina Department of Transportation Municipal Agreement in the amount of $6,890, and
B. Authorize the City Manager to approve the final pay request for the actual cost.

Staff Resource(s):
Carl Wilson, Charlotte Water

Explanation
- Charlotte Water had a leak on a 24-inch water main in Lancaster Highway at Carolina Place Parkway that was repaired between December 14, 2016 and December 21, 2016.
- North Carolina Department of Transportation (NCDOT) was in the process of resurfacing a portion of Lancaster Highway where the water main leak occurred. Due to the time it took to repair the water line and the cold winter weather, the NCDOT resurfacing contractor had to leave the project site.
- The NCDOT contractor is requiring $6,890 to remobilize to Lancaster Highway to complete the resurfacing in the spring of 2017.
- NCDOT is requiring Charlotte Water pay for this additional remobilization payment through a Municipal Agreement.

Fiscal Note
Funding: Charlotte Water Community Investment Plan

Attachment(s)
Map
Resolution
North Carolina Department of Transportation Municipal Agreement for Water Main Repair on Lancaster Highway - Map

Project Area is not located within a City Council District
RESOLUTION PASSED BY THE CITY COUNCIL
OF THE CITY OF CHARLOTTE, NORTH CAROLINA ON February 27, 2017

A motion was made by ______________________________ and seconded by ______________________________ for the adoption of the following Resolution, and upon being put to a vote was duly adopted:

WHEREAS, the City of Charlotte will reimburse North Carolina Department of Transportation for the remobilization of its contractor to complete the resurfacing of Lancaster Highway. The NCDOT contractor had to leave the project site due to a water main leak.

WHEREAS, Charlotte Water will reimburse North Carolina Department of Transportation for actual costs not to exceed $6,890; and

WHEREAS, Charlotte Water has funding for said remobilization costs; and,

WHEREAS, under the proposed Agreement and subject to the Agreement provisions, the City of Charlotte shall reimburse the North Carolina Department of Transportation for actual construction costs at the conclusion of the project.

NOW, THEREFORE, BE IT RESOLVED that the Municipal Agreement between the North Carolina Department of Transportation and the City of Charlotte and Charlotte Water, is hereby formally approved by the City Council of the City of Charlotte and that the Director of Charlotte Water and Clerk of the City of Charlotte are hereby empowered to sign and execute the Municipal Agreement with the North Carolina Department of Transportation.
Water and Sewer Construction Contracts (Fiscal Year 2017 - Contracts 3 and 4)

Action:

A. Award unit price contracts to the lowest responsive bidders for the new construction or replacement of water and sewer mains throughout the Charlotte Water service area:
   - State Utility Contractors, Inc., $2,486,010 (Fiscal Year 2017 - Contract 3)
   - RH Price, Inc., $2,498,736.30 (Fiscal Year 2017 - Contract 4), and

B. Authorize the City Manager to renew each contract for up to two terms with possible price adjustments and to amend the contracts consistent with the City’s business needs and the purposes for which the contracts were approved.

Staff Resource(s):
Carl Wilson, Charlotte Water

Explanation

- Charlotte Water uses private construction companies to replace water and sewer mains as well as build new water and sewer lines. The contracts will provide both of these services.
- For the 2016 Calendar Year, 48,899 linear feet of water main and 32,731 linear feet of sewer main were installed.
- Bids are unit price and based on estimated quantities for items needed for this type of work.
- On December 21, 2016, the City issued an Invitation to Bid for Water and Sewer Extensions/Replacements - Contract 3; two bids were received from interested service providers.
  - In accordance to North Carolina General Statute 143-132, if three bids are not received from reputable and qualified contractors, the project must be re-advertised and the contract may then be let to the lowest responsible bidder even though only one bid is received.
  - The project was re-advertised on January 19, 2017; two bids were received from interested service providers.
  - State Utility Contractors, Inc. was selected as the lowest responsive, responsible bidder of Contract 3.

- On December 21, 2016, the City issued an Invitation to Bid for Water and Sewer Extensions/Replacements - Contract 4; two bids were received from interested service providers.
  - The project was re-advertised on January 19, 2017; two bids were received from interested service providers.
  - RH Price, Inc. was selected as the lowest responsive, responsible bidder of Contract 4.

- Both contracts give the City the option to renew for two additional terms with a price adjustment based on the Construction Cost Index.
Each term is estimated to last approximately one year.

Charlotte Business INClusion

Contract Fiscal Year 2017-3
Established SBE Goal: 6%
Committed SBE Goal: 6.03%
State Utility Contractors, Inc. exceeded the established subcontracting goal and has committed 6.03% ($150,000) of the total contract amount to the following certified firms (Part B: Section 3 of the Charlotte Business INClusion Policy):

- Barton Contracting (SBE) ($39,000) (asphalt)
- RAM Pavement Services, Inc. (SBE) ($39,000) (asphalt)
- D’s Trucking Service, Inc. (SBE, WBE) ($50,000) (hauling)
- All Points Trucking, Inc. (SBE, WBE) ($22,000) (hauling)

Contract Fiscal Year 2017-4
Established SBE Goal: 6%
Committed SBE Goal: 6.00%
R.H. Price, Inc. met the established subcontracting goal and has committed 6.00% ($150,000) of the total contract amount to the following certified firms (Part B: Section 3 of the Charlotte Business INClusion Policy):

- C and D Utility (SBE) ($55,000) (pipeline installation)
- Wallace Brothers Construction, Inc. (SBE) ($55,000) (pipeline installation)
- RAM Pavement Services, Inc. (SBE) ($30,000) (paving)
- Fernandez Construction Corporation (SBE) ($10,000) (concrete)

Fiscal Note
Funding: Charlotte Water Community Investment Plan
McDowell Creek Wastewater Treatment Plant - Reliability Improvements Phase II

Action: Approve a contract in the amount of $969,045 with HDR Engineering, Inc. of the Carolinas for engineering evaluations, design and construction administration services for McDowell Creek Wastewater Treatment Plant - Reliability Improvements Phase II.

Staff Resource(s): Carl Wilson, Charlotte Water

Explanation
- Charlotte Water owns and maintains five major wastewater treatment plants in Mecklenburg County. The McDowell Creek Wastewater Treatment Plant (WWTP) is located on Neck Road in the Town Huntersville.
- McDowell Creek WWTP was originally constructed in 1979, with major expansions in 1998 and 2007.
- The treatment plant operates four independent treatment processes (trains) that have the ability to treat up to a permitted discharge volume of 12 million gallons per day of wastewater.
- Treatment trains #1 and #2 were built with the original plant and are now 38 years old. These trains are in need of a condition assessment evaluation, periodic maintenance improvements and equipment modernization evaluation.
- The WWTP operates five large concrete digester tanks, which require periodic maintenance, cleaning and modernization on an eight to 10 year cycle.
- City Council previously approved a contract for construction related to the cleaning, inspection and rehabilitation of McDowell Creek’s digesters #3 and #4 on May 23, 2016.
- This contract includes:
  - Comprehensive condition assessment and recommendations for modernization for all components of trains #1 and #2
  - Design, construction administration and inspection of new concrete covers and mixers for digesters #1 and #2
- On October 17, 2016 the City issued a Request for Qualifications (RFQ) for McDowell Creek Wastewater Treatment Plant - Reliability Improvements Phase II. In response to the RFQ, the City received three proposals from interested service providers.
- The Project Team, consisting of staff from Charlotte Water, evaluated the proposals and determined that HDR Engineering, Inc. of the Carolinas best meets the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFQ requirements.
- Due to highly specialized nature of the work, there are limited opportunities to subcontract.

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). HDR Engineering, Inc. of the Carolinas has committed 1.65%
($16,000) of the total contract amount to the following certified firm(s):
  •  Gavel & Dorn Engineering, PLLC (SBE) ($15,000) (special inspection and materials testing)
  •  Richa Graphics (SBE, MBE) ($1,000) (graphics, reproduction)

Fiscal Note:
Funding: Charlotte Water Community Investment Plan

Attachment(s)
Map
McDowell Creek Wastewater Treatment Plant - Reliability Improvements Phase II – Map

Project Area is located in the Town of Huntersville
Water and Wastewater Treatment Facilities Polymers

Action:

A. Award a unit price contract to the lowest responsive bidder Solenis, LLC for the purchase of polymers for solids thickening and dewatering operation for the initial term of 16-months, and

B. Authorize the City Manager to renew the contract for up to two, one-year terms and to amend the contract consistent with the City’s business needs and the purpose for which the contract was approved.

Staff Resource(s):
Ron Hargrove, Charlotte Water

Explanation

- These contracts will provide for the purchase of polymers that are necessary for the treatment and dewatering of solids removed from the water and wastewater treatment processes. Thickening and dewatering polymers will be purchased for two plants at the estimated annual expenditures listed below:
  - Mallard Creek Wastewater Treatment Plant: $250,000
  - Franklin Water Treatment Plant: $20,000
- The basis of award for each type of polymer at each plant was the lowest total cost, which is based on a performance-based trial.
- The total cost was calculated using each vendor’s bid price per pound of polymer and the amount of polymer used to reach established performance criteria during the polymer prequalification testing.
- On January 4, 2017, Charlotte Water issued an Invitation to Bid; two bids were received from interested service providers.
- Solenis, LLC was selected as the lowest responsive, responsible bidder.
- The company will be paid the unit prices set forth in the contract, a copy of which is available upon request.

Charlotte Business INClusion
No subcontracting goal was established because there are no opportunities (Part B: Section 2.3 of the Charlotte Business INClusion Policy).

Fiscal Note
Funding: Charlotte Water Operating Budget
Portable Wireless Headsets for Charlotte Water

Action:

A. Approve the purchase of Sonetics portable wireless headset communication systems, as authorized by the sole source exemption of G.S. 143-129 (e)(6), and

B. Approve a contract with Public Works Equipment and Supply, Inc. for portable wireless headset communication systems for the term of one year with two additional one year renewals.

Staff Resource(s):
Angela Lee, Charlotte Water

Sole Source Exemption

- G.S. 143-129 (e) (6) provides that formal bidding requirements do not apply when:
  - Performance or price competition are not available;
  - A needed product is available from only one source or supply; or
  - Standardization or compatibility is the overriding consideration.
- Sole sourcing is necessary for this contract because there is only one supply source.
- The City Council must approve purchases made under the sole source exception.

Explanation

- Charlotte Water routinely cleans sewer lines to help prevent sanitary sewer overflows. The equipment used to clean sewer lines is loud and hinders the ability for crew members to communicate with each other.
- Due to the lack of verbal communication, employees use hand signals or walk long distances to coordinate while cleaning sewer lines. This adds extra time to completing tasks and could create a safety issue when working in teams. Often, instructions are not clearly conveyed due to the lack of verbal communication. Recently, a field training consultant has recommended headsets as a best industry practice. The wireless headsets will improve communication and safety of 24 Charlotte Water crews.
- The headsets can communicate up to 1,600 feet, which allows up to 47 crew members to cover more area.
- On November 7, 2016, the City of Charlotte issued a Request for Information requesting specifications for portable wireless headsets. In response to the RFI, four responses were received including three recommending the Sonetics brand.
- Based on the responses, it was determined that Sonetics is the only manufacturer that could meet Charlotte Water’s requirements (e.g. background noise suppression technology, 1,600 feet transmission, waterproof, etc.). The wireless headset adds advance hearing protection for crew members, complies with hearing protection standards, and is dustproof and watertight.
- An extended warranty and accessories will be included in the contract.
Agenda #: 42  File #: 15-4859  Type: Consent Item

- Annual expenditures under the contract are estimated to be $160,000.

**Charlotte Business INClusion**
This is a sole source contract and is exempt (Part A: Appendix 27 of the Charlotte Business INClusion Policy).

**Fiscal Note**
Funding: Charlotte Water Operating Budget
Upper Little Sugar Creek Replacement Sewer - Phase 2

Action: Approve a contract in the amount of $222,310 with Frazier Engineering, PA for design, bidding, and construction administration services associated with the Upper Little Sugar Creek Replacement Sewer - Phase 2.

Staff Resource(s):
Carl Wilson, Charlotte Water

Explanation
- The Upper Little Sugar Creek Replacement Sewer - Phase 2 was studied and evaluated within Charlotte Water’s rehabilitation program where it was determined that replacement was the most cost-effective solution due to its deteriorating condition and capacity constraints.
- The Upper Little Sugar Creek Replacement Sewer Project - Phase 2 begins near Bilmark Avenue and extends to Georgetown Drive. The project includes replacing approximately 3,100 feet of existing 10-inch sewer with larger pipe, replacement of 20 manholes and includes crossing four creeks and a road.
- On October 21, 2016, the City issued a Request for Qualifications (RFQ) for Upper Little Sugar Creek Replacement Sewer - Phase 2 Services. In response to the RFQ, the City received five proposals from interested professional service providers.
- The Project Team, consisting of staff from Charlotte Water, evaluated the proposals and determined that Frazier Engineering, PA is the best qualified firm to meet the City’s needs on the basis of demonstrated competence and qualification of professional services in response to the RFQ requirements.
- The construction project is anticipated to begin in 2018.

Charlotte Business INClusion
The City negotiated subcontracting participation after the proposal selection process (Part C: Section 2.1 (h) of the Charlotte Business INClusion Policy). For this contract, Frazier Engineering, P.A. has committed 13.49% ($30,000) of the total contract amount to the following certified firm:
- Survey & Mapping Control, Inc. (SBE) ($30,000) (surveying)

Fiscal Note
Funding: Charlotte Water Community Investment Plan

Attachment(s)
Map
Upper Little Sugar Creek Replacement Sewer – Phase 2

Project Area is located within City Council District 4
Agenda #: 44. File #: 15-5070 Type: Consent Item

Federal Transit Administration 5307 Urbanized Area Formula Program
Grant and Contract

Action:

Authorize the City Manager to enter into a sub-recipient agreement with Iredell County for the disbursement of Federal Transit Administration Section 5307 FY2015 funds in an amount not to exceed $255,000.

Staff Resource(s):

Dee Pereira, CATS

Explanation

- The Federal Transit Administration (FTA) Section 5307 Urbanized Area Formula Program is designed to award funds to federally designated Urbanized Areas for eligible transit activities.
- CATS, on behalf of the City of Charlotte, is the designated recipient for all federal 5307 transit funds in the Charlotte Urbanized Area (UZA).
- The 2010 Census resulted in the expansion of the Charlotte UZA to include portions of Iredell County.
- CATS and Iredell County Area Transportation Services (ICATS) worked together to develop a formula for sharing the 5307 formula funds. As federally required, the sharing formula was approved by the Charlotte Regional Transportation Planning Organization (CRTPO).
- In order to receive these FY2015 funds, Iredell County will become a sub-recipient to CATS.
- Subsequent annual allocations will be based upon the adopted formula and will be provided to NCDOT Public Transportation Division for award to Iredell County and any other eligible recipients for FY2016 and beyond.
- The City is responsible for the project oversight of Iredell County Area Transportation Services’ use of these funds.
- Project oversight will include the following:
  - Detailed monthly, quarterly, and annual reports by Iredell County and quarterly site visits by City personnel.
  - Annual audit submitted by Iredell County that complies with federal Office of Management and Budget standards.
  - The City will also have the right to audit Iredell County’s use of these funds as necessary.
- The agreement will require Iredell County to comply with the same federal requirements that the City follows, including returning federal funds when not in compliance.
- No funds will be disbursed prior to the City’s approval of Iredell County’s documentation of expenditures.

Fiscal Note

Funding: CATS Community Investment Plan
Refund of Property Taxes

Action:
Adopt a resolution authorizing the refund of property taxes assessed through clerical or assessment error in the amount of $2,899.72.

Staff Resource(s):
Scott Greer, Management & Financial Services

Explanation
- Mecklenburg County notifies the City of Property Tax refunds due to clerical or assessment error are provided to the City by Mecklenburg County.

Attachment(s)
Taxpayers and Refunds Requested
Resolution Property Tax Refunds
## Taxpayers and Refunds Requested

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A RESOLUTION AUTHORIZING THE REFUND OF PROPERTY TAXES

Reference is made to the schedule of "Taxpayers and Refunds Requested" attached to the Docket for consideration of the City Council. On the basis of that schedule, which is incorporated herein, the following facts are found:

1. The City-County Tax Collector has collected property taxes from the taxpayers set out on the list attached to the Docket.

2. The City-County Tax Collector has certified that those taxpayers have made proper demand in writing for refund of the amounts set out on the schedule within the required time limits.

3. The amounts listed on the schedule were collected through either a clerical or assessor error.

NOW, THEREFORE, BE RESOLVED by the City Council of the City of Charlotte, North Carolina, in regular session assembled this 27th day of February 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.
Property Transactions - Ayrsley Gravity Sewer Replacement Phase II, Parcel #1

Action: Approve the following Condemnation: Ayrsley Gravity Sewer Replacement Phase II, Parcel #1

Project: Ayrsley Gravity Sewer Replacement Phase II, Parcel #1

Owner(s): Dushyant Ramanbhai Patel, Latika Dushyant Patel and Kayur Dushyant Patel

Property Address: Microsoft Way

Total Parcel Area: 969,525 sq. ft. (22.257 ac.)

Property to be acquired by Easements: 2,128.02 sq. ft. (.049 ac.) in Sanitary Sewer Easement, plus 8,422.85 sq. ft. (.193 ac.) in Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: Trees

Zoned: I-1

Use: Industrial

Tax Code: 203-221-17

Appraised Value: $475

Property Owner’s Concerns: The property owners are concerned with the potential impact of the easement upon future development.

City’s Response to Property Owner’s Concerns: Staff informed the property owners that the size and location of the easement will not impact the utility of the site, as determined by the Appraiser.

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

Council District: 3
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.