Meeting Agenda

Monday, March 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, March 27, 2017  5:00 PM  Council Chambers

5:00 P.M. DINNER BRIEFING, CHARLOTTE-MECKLENBURG GOVERNMENT CENTER, ROOM 267

1. Mayor and Council Consent Item Questions
2. City Manager’s Comments
3. Eastland Mall Redevelopment Update
4. CATS Update
5. Answers to Mayor and Council Consent Item Questions
6. Closed Session

Call to Order

Roll Call

Introductions

Invocation

Pledge of Allegiance

7. Consent agenda items 25 through 71 may be considered in one motion except for those items removed by a Council member. Items are removed by notifying the City Clerk.

6:30 P.M. AWARDS AND RECONITIONS AND CITIZENS' FORUM

8. Women’s History Month Recognition
9. National Multiple Myeloma Awareness Month Proclamation
10. Child Abuse Prevention Month Proclamation
11. Day of National Service Proclamation
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Meeting Adjournment

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Agenda #: 1. File #: 15-5241 Type: Dinner Briefing

Mayor and Council Consent Item Questions

Staff Resource(s):
Kim Eagle, 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.
City of Charlotte

Agenda Date: 3/27/2017

Agenda #: 2. File #: 15-5308 Type: Dinner Briefing

City Manager’s Comments
Eastland Mall Redevelopment Update

Committee Chair:
Council member James Mitchell

Staff Resource(s):
Patrick Mumford, Neighborhood and Business Services
Todd DeLong, Neighborhood and Business Services
Ed McKinney, Planning

Time: 20 minutes

Explanation

- The purpose of the presentation is to provide an update on the Request for Qualifications (RFQ) process outcome and the timeline to develop the Eastland Mall Redevelopment Strategy. This strategy will provide the development market a clear picture of what is acceptable from a design standpoint and what is economically feasible for the site. The strategy also will assist City staff in creating a flexible, action-oriented development framework that clearly outlines the steps toward marketing the property, evaluating development proposals, and unlocking underutilized assets in the Eastland area.

- In November 2016, the City issued an RFQ to solicit multi-disciplinary development advisory teams to assist efforts in redeveloping and revitalizing the former Eastland Mall property.

- In December 2016, the City received 15 responses from advisory teams from across the country.

- In January 2017, City staff reviewed and evaluated each of the submittals to determine which response best aligned with the objectives outlined by the community and City Council.

- The staff selected Jacobs Engineering Group Inc. to lead the project. The firm is headquartered in Dallas, Texas, and its Atlanta office will be managing the project. The project team is a make-up of a diverse group of experienced innovators, city planners, strategists, engineers, engagement specialists, and designers. Their work could encompass two phases:
  - Phase One is proposed to occur throughout April and early May, and is intended as a due diligence effort to identify and understand challenges that currently prohibit redevelopment. Activities in this phase, guided by stakeholder group input, will encourage early stage incremental development to illustrate action and will include:
    - Sprint Start: a one-day interactive workshop with the goal to develop clear expectations of project scope in order to effectively launch the project
    - Developer Forum: engagement of local and regional developers to define development requirements, identify barriers, and gauge project feasibility/interest
    - Tactical Urbanism Workshop: identification of additional near-term activities for the site
    - Lean Scan: design of an approach to encourage small-scale development and
community building

- Cost: $145,000

- Phase Two could begin in late May as a separate body of work only if developers and other key stakeholders identify information gaps based on results of Phase One. Examples of additional analysis and deliverables in this phase could include:
  - Market feasibility analysis
  - Master plan, design guidelines, and regulatory framework
  - Cost estimates and site programming
  - Marketing plan and solicitation of potential development partners
  - Cost: to be determined and not to exceed $430,000

- On Thursday, March 9, 2017, Neighborhood & Business Services presented to the City Council Economic Development Committee a project update and outlined the advisory team’s scope of work. The Committee voted unanimously (Mitchell, Ajmera, Eiselt, and Mayfield voted yes; Driggs was not present) to recommend this item for consideration by the full City Council.

Future Action

- City Council will be asked to authorize the City Manager to approve a contract with the advisory team selected to develop a redevelopment framework and strategy for the former Eastland Mall site on the Monday, March 27th Business Agenda, Business item #17.
CATS Update

Staff Resource(s):
John Lewis, CATS

Time: 15 minutes

Explanation
- CATS will share information on the following topics:
  - Results from the recent customer satisfaction survey,
  - Good news regarding Charlotte Gateway Station Tiger Grant, and
  - Blue Line Extension project council agenda items.

Future Action
Staff is asking the City Council to consider the following actions as part of tonight’s agenda:
- LYNX Blue Line Extension Civil A Settlement Contract Amendment: Business, Item #18
- LYNX Blue Line Extension Support Services Contract Amendment: Business, Item #19
- LYNX Blue Line Extension Maintenance Shops and Exhaust Fans Contract Amendment: Consent, Item #48
Answers to Mayor and Council Consent Item Questions

Staff Resource(s):
Kim Eagle, 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 #: 7. File #: 15-5243 Type: Consent Item

Consent agenda items 25 through 71 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.
Women’s History Month Recognition

**Action:**
In honor of Women’s History Month there are two recognitions:

- Mayor Roberts will read a proclamation honoring the role of women in the restaurant industry with an impact of $782.7 billion annually.
- Council member Mitchell will recognize seven women business owners who have completed the Charlotte Women’s Business Center Academy.
**National Multiple Myeloma Awareness Month Proclamation**

**Action:**
Mayor Roberts will read a proclamation recognizing the month of March as National Multiple Myeloma Awareness Month.
Agenda #: 10. File #: 15-5143 Type: Awards and Recognitions

Child Abuse Prevention Month Proclamation

**Action:**
Mayor Roberts will read a proclamation recognizing the month of April as Child Abuse Prevention Month.
Agenda #: 11. File #: 15-5205  Type: Awards and Recognitions

Day of National Service Proclamation

Action:
Mayor Roberts will read a proclamation recognizing April 4, 2017, as the Day of National Service.
Universoul Circus Proclamation

**Action:**
Council member Ajmera will read a proclamation recognizing the week of March 14 - 19, 2017 as Universoul Circus Week in Charlotte.
Rezoning Petition 2016-097

Action:
Render a decision on rezoning petition 2016-097 by Simonini Saratoga Foxcroft, LLC

- From R-3, (single family residential)
- To UR-1 (CD) (urban residential, conditional)

Staff Resource(s):
Tammie Keplinger, Planning

Explanation
- The public hearing on this rezoning petition was held on February 20, 2017.
- The property is approximately 6.32 acres located on the east side of Sharon Lane between Providence Road and Heathmoor Lane. (Council District 6 - Smith)
- The petition proposes the redevelopment of five single family home sites for 24 duplex (single family attached) dwelling units in 12 buildings in the Foxcroft area.
- The petitioner made changes to the rezoning petition after the Zoning Committee vote and the City Council voted on March 20, 2017 that the changes were not significant and voted by a three-fourths vote not to send the petition back to the Zoning Committee for further review.
- The City Council then deferred the decision on this request to March 27 after a motion to deny failed by a vote of 5 to 4.
- The Zoning Committee found this petition to be consistent with the South District Plan. Therefore, the petition was found to be reasonable and in the public interest based on the staff analysis and the public hearing.
- The Zoning Committee voted 6-0 to recommend APPROVAL of this petition with the noted modifications.
- Staff agrees with the recommendation of the Zoning Committee.

Attachment(s)
Zoning Committee Statement of Consistency
Zoning Committee Recommendation
Staff Analysis
Vicinity Map
Locator Map
Site Plan
Rezoning Petition 2016-097 Statements of Consistency

To Approve as per Zoning Committee recommendation:

- This petition is found to be consistent with the *South District Plan*, based in information from the staff analysis and the public hearing, and because:
  - The plan recommends residential land use; and
  - The proposed density increase over three units per acre is supported by the criteria in the plan.

- Therefore, this petition is found to be reasonable and in the public interest, based on information from the staff analysis and the public hearing, and because:
  - The subject site is located adjacent to the Cotswold Mixed Use Activity Center and abuts a large institutional land use (St. Gabriel Catholic Church); and
  - The proposed development provides a transition between the institutional use and the adjacent established single family residential development located north and west of the site; and
  - The site plan is limited to a maximum of 24 duplex (single family attached) dwelling units in up to 12 buildings at a density of 3.8 units per acre; and
  - The proposed density is supported by the *General Development Policies*, which indicate a potential for a density up to 12 dwelling units per acre; and
  - The proposal meets the criteria described in the district plan for an increase in density from three to four units per acre. The proposal meets these criteria as follows:
    - Location: The site is within ½ mile of the Cotswold Mixed Use Activity Center, which includes a concentration of retail and office development.
    - Water and Sewer: Charlotte Water will serve the subject site with water and sewer.
    - Open space: The duplex units are clustered in order to provide a “central green.” In addition, a tree save area is provided along the Sharon Lane frontage.
    - Streetscape Amenities: The proposal provides a 24-foot planting strip (extra width for a future bike lane) and a six-foot sidewalk along Sharon Lane. The project also provides an internal private street with sidewalks and a minimum of six, on-street, visitor parking spaces; and
    - Compatibility: The proposed development includes a number of elements to make the new housing compatible with the existing neighborhood along Sharon Lane. These include large setbacks consistent with the established setback on Sharon Lane; a 40-foot rear yard abutting the single family development to the west; and building and architectural commitments, including elevations and height limitations, which result in structures which resemble large single family homes.
To Deny:

- This petition is found to be consistent with the *South District Plan*, based in information from the staff analysis and the public hearing, and because:
  - The plan recommends residential land use; and
  - The proposed density increase over three units per acre is supported by the criteria in the plan.

- However, this petition is not found to be reasonable and in the public interest, based on information from the staff analysis and the public hearing, and because:
  - The residential uses along Sharon Lane are predominately single family; and
  - The site can be redeveloped under the current R-3 (single family) zoning for up to 18 single family residential units; and
  - Approval of this petition could set a precedent and lead to further rezonings for attached residential uses on Sharon Lane.

(The City Council may delete or add any statements as needed.)
REQUEST
Current Zoning: R-3 (single family residential)
Proposed Zoning: UR-2(CD) (urban residential, conditional)

LOCATION
Approximately 6.32 acres located on the east side of Sharon Lane between Providence Road and Heathmoor Lane. (Council District 6 - Smith)

SUMMARY OF PETITION
The petition proposes the redevelopment of five single family home sites with 24 duplex (single family attached) dwelling units in 12 buildings in the Foxcroft area.

PROPERTY OWNER
Mark and Diane Leclaire, et al

PETITIONER
Simonini Saratoga Foxcroft, LLC

AGENT/REPRESENTATIVE
Jeff Brown, Keith MacVean and Bridget Dixon, Moore & Van Allen, PLLC

COMMUNITY MEETING
Meeting is required and has been held. Report available online. Number of people attending the Community Meeting: 78

STATEMENT OF CONSISTENCY
• The Zoning Committee found this petition to be consistent with the South District Plan, based in information from the staff analysis and the public hearing, and because:
  • The plan recommends residential land use; and
  • The proposed density increase over three units per acre is supported by the criteria in the plan.

• Therefore, this petition was found to be reasonable and in the public interest, based on information from the staff analysis and the public hearing, and because:
  • The subject site is located adjacent to the Cotswold Mixed Use Activity Center and abuts a large institutional land use (St. Gabriel Catholic Church); and
  • The proposed development provides a transition between the institutional use and the adjacent established single family residential development located north and west of the site; and
  • The site plan is limited to a maximum of 24 duplex (single family attached) dwelling units in up to 12 buildings at a density of 3.8 units per acre; and
  • The proposed density is supported by the General Development Policies, which indicate a potential for a density up to 12 dwelling units per acre; and
  • The proposal meets the criteria described in the district plan for an increase in density from three to four units per acre. The proposal meets these criteria as follows:
    • Location: The site is within ½ mile of the Cotswold Mixed Use Activity Center, which includes a concentration of retail and office development.
    • Water and Sewer: Charlotte Water will serve the subject site with water and sewer.
    • Open space: The duplex units are clustered in order to provide a “central green.” In addition, a tree save area is provided along the Sharon Lane frontage.
    • Streetscape Amenities: The proposal provides a 24-foot planting strip (extra width for a future bike lane) and a six-foot sidewalk along Sharon Lane. The project also provides an internal private street with sidewalks and a minimum of six, on-street, visitor parking spaces; and
    • Compatibility: The proposed development includes a
number of elements to make the new housing compatible with the existing neighborhood along Sharon Lane. These include large setbacks consistent with the established setback on Sharon Lane; a 40-foot rear yard abutting the single family development to the west; and building and architectural commitments, including elevations and height limitations, which result in structures which resemble large single family homes;

By a 6-0 vote of the Zoning Committee (motion by Wiggins seconded by Fryday).

### ZONING COMMITTEE ACTION

<table>
<thead>
<tr>
<th>ZONING COMMITTEE ACTION</th>
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<tbody>
<tr>
<td>The Zoning Committee voted 6-0 to recommend APPROVAL of this petition with the following modifications:</td>
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<tr>
<td><strong>Site and Building Design</strong></td>
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<tr>
<td>1. Annotated the proposed elevations highlighting the key elements committed to in the architectural standards.</td>
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<tr>
<td>2. Amended the provided elevations to match the buildings shown on the site plan, removed elevations that did not match, and added elevations and example image to reflect architectural design intent and building materials.</td>
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<tr>
<td>3. Staff rescinded the request to show 400 square feet of private open space per unit because the petitioner added a note to specify that the development would be a condominium format which does not require 400 square feet of private open space per unit.</td>
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<tr>
<td>4. Showed the proposed phasing line on the site plan.</td>
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<tr>
<td>5. Provided a minimum size and commitment to amenities for the &quot;central green&quot; by adding a note that states: &quot;The petitioner will include a ‘central green’ area as depicted on the site plan with a minimum size of 15,000 square feet, ornamental landscaping and trees, seating areas, pathways/sidewalks and may also contain additional features such as gazebo/shade structure, fire-pit and other amenities.”</td>
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<tr>
<td>6. Added a section of notes under “Transportation” titled &quot;Sharon Lane Sidewalk Enhancements; Radar Speed Signs.” This section provides a commitment which is subject to the approval of the corresponding property owners on the western side of Sharon Lane, CDOT and City Arborist for:</td>
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<tr>
<td>• the installation of curb and gutter;</td>
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<tr>
<td>• a five-foot planting strip without street trees unless such trees are allowed by the City Arborist (or a six-foot wide planting strip with trees if there is room for the installation); and</td>
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<tr>
<td>• a five-foot sidewalk from Phoenix Place to Providence United Methodist Church’s driveway</td>
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<tr>
<td>If the petitioner and the property owners fail to come to an agreement within 12 months of the approval of the rezoning the petitioner will be relieved of this commitment.</td>
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<tr>
<td>7. The petitioner is also committing to the installation of two radar speed signs, one on each side of Sharon Lane, subject to CDOT approval.</td>
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<tr>
<td>8. Amended notes related to the rear/side yard abutting the northern and eastern property line to change the proposed six-foot high brick wall to a six-foot high metal picket fence with brick piers along the northern property line and a six-foot high solid combination brick and opaque wooden fence along the eastern property line.</td>
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### REQUESTED TECHNICAL REVISIONS

**Site and Building Design**

9. Amended the proposed use under “Site Development Data” and Note 2 "Permitted Uses & Development Area Limitation" under the “Development Standards” to further clarify that the development shall be 24 duplex (single family attached) dwelling
units in a condominium format.

10. Clarified that the 15% tree save/open space and the “central green” area are exclusive of one another by deleting “open space” from tree save in the development data table.

11. Amended Note 5e related to utilities that cross the buffer to specify that discharge aprons and swales with or without rip-rap will not be installed in the proposed buffer.

**VOTE**

Motion/Second: Wiggins / Majeed
Yeas: Fryday, Majeed, McClung, Spencer, Watkins, and Wiggins
Nays: None
Absent: None
Recused: Lathrop

**ZONING COMMITTEE DISCUSSION**

Staff provided a summary of the petition and the changes since the second public hearing. Staff noted that the petition is consistent with the adopted land use plan and all the outstanding issues have been addressed.

One commissioner stated they were going to vote for the project because it provides a transition and due to the cost of the land in Mecklenburg County, the density will need to be increased in order to redevelop.

Another commissioner said the change made by the petitioner to reduce the number of units, the buffers, and the design makes the proposal appropriate.

A commissioner asked the staff how the proposal would compare to a by-right development in R-3 (single family) zoning and if the proposal would have a better outcome for tree save, stormwater, and open space. Staff stated they were working on an example R-3 layout to compare to the proposal as part of the City Council follow-up and at this point it’s hard to say exactly how that might look.

Staff went on to explain there are tradeoffs between UR-2 zoning the petitioner is proposing and R-3 zoning. One difference is UR-2 zoning provides the ability to use private streets with underground stormwater facilities. There is an increase in required tree save in UR-2 versus open space in R-3. In R-3 up to 18 units would be allowed versus the 24 units proposed under the UR-2 zoning. However, staff has not yet prepared a site the layout to see what would really be feasible under R-3 zoning. The commissioner asked to clarify how tree save would work under the UR-2 zoning. Staff confirmed that tree save under the proposed zoning would be in common open space and the proposal is required to have 15% tree save. In comparison, under R-3 zoning there is just a 10% open space requirement and that could be within individual lots.

Another commissioner stated they considered this petition to be a significant decision for the Zoning Committee and the City Council. The commissioner stated that he used three factors to arrive at his decision: site visits, testimony from resident proponents, and testimony of resident opponents. During site visits he noticed the difference between the residences on Heathmoor and the longer standing, larger lots on Sharon Lane. However, he noted homes on Heathmoor are consistent with homes on streets parallel and near to Sharon Lane. The commissioner’s conclusion was that neither lot nor home size much affected the feel of the neighborhood.

The commissioner then summarized statements made by resident proponents and opponents at the public hearing.

The commissioner noted that the homes on Sharon Lane have existed for 75 years in what was once a rural area. The schools in the area, beginning in the 1950’s, brought a new type of community, higher density and traffic. Providence Road was once two-lanes and is now
four which has brought pressure for higher density. The Commissioner stated that he supports the rezoning because it is consistent with the future land use. There was no further discussion.

**STAFF OPINION**

Staff agrees with the recommendation of the Zoning Committee.

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**FINAL STAFF ANALYSIS**

*(Pre-Hearing Analysis online at [www.rezoning.org](http://www.rezoning.org))*

**PLANNING STAFF REVIEW**

- **Background**
  - A public hearing was held on this petition on October of 2016. The Zoning Committee considered the petition at their work session on January 4, 2017 and unanimously recommended a new public hearing due to the changes made to the site plan related to layout, density, yards and buffers. At the January 17, 2017 City Council Zoning Meeting, the City Council agreed with the recommendation of the Zoning Committee and scheduled a new public hearing for February 20, 2017.

- **Proposed Request Details**
  - The site plan accompanying this petition contains the following provisions:
    - Allows up to 24 duplex (single family attached) dwelling units in a maximum of 12 principal buildings for a density of 3.8 units per acre.
    - Limits building height to two stories and not to exceed 40 feet.
    - Provides a 100-foot setback along Sharon Lane. This setback is equivalent to other single family homes along Sharon Lane. The rezoning plan commits to retaining existing vegetation within the setback except as may be required to remove existing driveways and construct the new driveways and sidewalks. The petitioner may also remove any invasive plant species and will provide supplemental landscaping where existing and invasive vegetation is removed.
    - Provides a 15-foot rear yard with a six-foot high metal picket fence with brick piers along the northern property line, a ten-foot rear yard with a six-foot high solid combination brick and opaque wooden fence along the eastern property line, and a 40-foot rear yard along the southern property line abutting single family homes, with a 25-foot “Class C” buffer located in the rear yard.
    - Commits to using good faith efforts to preserve existing trees of five-inch caliper or greater within 12 feet of the southern property line.
    - Provides a minimum 15,000 square foot “central green” containing ornamental landscaping and trees, seating areas, pathways/sidewalks and may also contain additional features such as gazebo/shade structure, fire-pit and other amenities.
    - Specifies that the development may be completed in two phases and transportation improvements, landscaping, and buffer improvements per phase will be completed prior to issuance of the first certificate of occupancy for each phase.
    - Provides access via a private street off Sharon Lane and a looping, internal private drive.
    - Provides a minimum 24-foot planting strip, including width for a future bike lane, and six-foot sidewalk along Sharon Lane. Provides an internal network of five-foot wide sidewalks to provide pedestrian access throughout the site and from units to the public sidewalk.
    - Subject to the approval of the corresponding property owners, CDOT and City Arborist, the petitioner commits to the construction of a five-foot wide planting strip without street trees or, if there is space, a six-foot planting strip with trees and a five-foot wide sidewalk along the west side of Sharon Lane from Phoenix Place to Providence United Methodist Church’s driveway
    - Commits to a minimum of six visitor parking spaces within the development.
    - Provides building elevations and specifies building materials. Specifies that side elevations along Sharon Lane will contain windows so that blank walls will not occur.
    - Provides additional architectural commitments related to unit entrances along Sharon Lane, pitched roofs, porches and stoops, and garage doors.
    - Specifies that accessory buildings and structures will be constructed utilizing building materials, colors, architectural elements, and designs similar to the principal buildings.
    - Commits to screening meter banks, HVAC, and related mechanical equipment from adjoining properties and Sharon Lane.
    - Provides waste management through rollout containers collected by private contractor.
    - Limits detached lighting to 15 feet in height.

- **Public Plans and Policies**
  - The *South District Plan* (1993) shows the subject property as single family residential up to three dwellings per acre. The plan has specific criteria for an increase in density to four...
dwellings per acre. The criteria are:

- **Location:** within ½ mile of a transit corridor; within ½ mile of a commercial and/or employment center or public park; where clustering could preserve environmental features such as floodplain, steep slopes or trees; within a large scale mixed use development with a variety of housing types; or adjacent to multi-family development.
- **Water and Sewer:** Water and sewer provided by Charlotte Water or use of a private system meeting Charlotte Water standards.
- **Open space:** Provision of common open space as densities rise. Clustering units to create open space amenities is encouraged.
- **Streetscape Amenities:** Provision of sidewalks, street trees, curb, gutter and on-street parking.
- **Compatibility:** Blend new development with adjacent single family development of lesser density. This may include lots on project edges having densities, yards, and setbacks similar to the existing development as a transition.

**TRANSPORTATION CONSIDERATIONS**

- **This site is located along a major thoroughfare approximately 1000 feet from a signalized intersection with another major thoroughfare. This petition will replace the existing back of curb sidewalk with new sidewalk behind a wide planting strip, which reserves sufficient area to accommodate a future cross section that includes a bike lane.**

**Vehicle Trip Generation:**

- **Current Zoning:**
  - Existing Use: 70 trips per day (based on five single family dwellings).
  - Entitlement: 220 trips per day (based on 18 single family dwellings).
- **Proposed Zoning:** 190 trips per day (based on 24 duplex dwellings).

**DEPARTMENT COMMENTS** (see full department reports online)

- **Charlotte Area Transit System:** No issues.
- **Charlotte Department of Neighborhood & Business Services:** No issues.
- **Charlotte Fire Department:** No comments received.
- **Charlotte-Mecklenburg Schools:** The development allowed under the existing zoning would generate 11 students, while the development allowed under the proposed zoning will produce 11 students. Therefore, the net increase in the number of students generated from existing zoning to proposed zoning is 0 students.
  - The proposed development is not projected to increase the school utilization (without mobile classroom units) over existing conditions for Sharon Elementary (154%), Alexander Graham Middle (112%), or Myers Park High (114%).
- **Charlotte-Mecklenburg Storm Water Services:** No issues.
- **Charlotte Water:** Charlotte Water has water system availability for the rezoning boundary via an existing eight-inch water distribution main located along Sharon Lane. Charlotte Water has sewer system availability for the rezoning boundary via an existing eight-inch gravity sewer main located along Sharon Lane.
- **Engineering and Property Management:** Development of the site shall comply with the requirements of the City of Charlotte Tree Ordinance. Property is located in the Wedge; therefore, trees save shall be provided on site. Tree save area is to be a minimum of 30 feet wide; no structures will be allowed within ten feet of the tree save area.
- **Mecklenburg County Land Use and Environmental Services Agency:** No comments received.
- **Mecklenburg County Parks and Recreation Department:** No issues.

**Attachments Online at** [www.rezoning.org](http://www.rezoning.org)

- Application
- Pre-Hearing Staff Analysis
- Locator Map
- Site Plan
- Community Meeting Report
- Department Comments
  - Charlotte Area Transit System Review
- Charlotte Department of Neighborhood & Business Services Review
- Charlotte-Mecklenburg Schools Review
- Charlotte-Mecklenburg Storm Water Services Review
- Charlotte Water Review
- Engineering and Property Management Review
- Mecklenburg County Parks and Recreation Review
- Transportation Review

**Planner:** John Kinley (704) 336-8311
REQUEST

Current Zoning: R-3 (single family residential)
Proposed Zoning: UR-2(CD) (urban residential, conditional)

LOCATION

Approximately 6.32 acres located on the east side of Sharon Lane between Providence Road and Heathwoor Lane.
(Council District 6 - Smith)

SUMMARY OF PETITION

The petition proposes the redevelopment of five single family home sites for 24 duplex (single family attached) dwelling units in 12 buildings in the Foxcroft area.

PROPERTY OWNER

Mark and Diane Leclaire, et al

PETITIONER

Simonini Saratoga Foxcroft, LLC

AGENT/REPRESENTATIVE

Jeff Brown, Keith MacVean and Bridget Dixon, Moore & Van Allen, PLLC

COMMUNITY MEETING

Meeting is required and has been held. Report available online.
Number of people attending the Community Meeting: 78

STAFF RECOMMENDATION

Staff recommends approval of this petition upon resolution of outstanding issues related to site design and other technical revisions.

Plan Consistency

The proposed residential land use is consistent with the South District Plan, and the density increase over three units per acre is supported by the criteria in the district plan.

Rationale for Recommendation

- The subject site is located adjacent to the Cotswold Mixed Use Activity Center and abuts a large institutional land use (St. Gabriel Catholic Church).
- The proposed development provides a transition between the institutional use and the adjacent established single family residential development located north and west of the site.
- The site plan is limited to a maximum of 24 duplex (single family attached) dwelling units in up to 12 buildings at a density of 3.8 units per acre.
- The proposal meets the criteria described in the district plan for an increase in density from three to four units per acre. The proposal meets these criteria as follows:
  - Location: The site is within ½ mile of the Cotswold Mixed Use Activity Center, which includes a concentration of retail and office development.
  - Water and Sewer: Charlotte Water will serve the subject site with water and sewer.
  - Open space: The duplex units are clustered in order to provide a “central green.” In addition, a tree save area is provided along the Sharon Lane frontage.
  - Streetscape Amenities: The proposal provides a 24-foot planting strip (extra width for a future bike lane) and a six-foot sidewalk along Sharon Lane. The project also provides an internal private street with sidewalks and a minimum of six, on-street, visitor parking spaces.
  - Compatibility: The proposed development includes a number of elements to make the new housing compatible with the existing neighborhood along Sharon Lane. These include large setbacks consistent with the established setback on Sharon Lane; a 40-foot rear yard abutting the single family development to the west; and building and architectural commitments, including elevations and height limitations, which result in structures which resemble large single family homes.
PLANNING STAFF REVIEW

• **Background**
  - A public hearing was held on this petition on October of 2016. The Zoning Committee considered the petition at their work session on January 4, 2017 and unanimously recommended a new public hearing due to the changes made to the site plan related to layout, density, yards and buffers. At the January 17, 2017 City Council Zoning Meeting, the City Council agreed with the recommendation of the Zoning Committee and scheduled a new public hearing for February 20, 2017.

• **Proposed Request Details**
  The site plan accompanying this petition contains the following provisions:
  - Allows up to 24 duplex (single family attached) dwelling units in a maximum of 12 principal buildings for a density of 3.8 units per acre.
  - Limits building height to two stories and not to exceed 40 feet.
  - Provides a 100-foot setback along Sharon Lane. This setback is equivalent to other single family homes along Sharon Lane. The rezoning plan commits to retaining existing vegetation within the setback except as may be required to remove existing driveways and construct the new driveways and sidewalks. The petitioner may also remove any invasive plant species and will provide supplemental landscaping where existing and invasive vegetation is removed.
  - Provides a 15-foot rear yard along the northern property line, a ten-foot rear yard along the eastern property line and a 40-foot rear yard along the southern property line, abutting single family homes with a 25-foot “Class C” buffer.
  - Commits to using good faith efforts to preserve existing trees of five-inch caliper or greater within 12 feet of the southern property line.
  - Specifies that the development may be completed in two phases and that transportation improvements, landscaping, and buffer improvements per phase be completed prior to issuance of the first certificate of occupancy for each phase.
  - Provides access via a private street off Sharon Lane and a looping, internal private drive.
  - Provides a minimum 24-foot planting strip, including width for a future bike lane, and six-foot sidewalk along Sharon Lane. Provides an internal network of five-foot wide sidewalks to provide pedestrian access throughout the site and from units to the public sidewalk.
  - Commits to a minimum of six visitor parking spaces within the development.
  - Provides building elevations and specifies building materials. Specifies that side elevations along Sharon Lane will contain windows so that blank walls will not occur.
  - Provides additional architectural commitments related to unit entrances along Sharon Lane, pitched roofs, porches and stoops, and garage doors.
  - Specifies that accessory buildings and structures will be constructed utilizing building materials, colors, architectural elements, and designs similar to the principal buildings.
  - Commits to screening meter banks, HVAC, and related mechanical equipment from adjoining properties and Sharon Lane.
  - Provides waste management through rollout containers collected by private contractor.
  - Limits detached lighting to 15 feet in height.

• **Existing Zoning and Land Use**
  - The site is currently zoned R-3 (single family residential) and developed with five single family homes.
  - This section of Sharon Lane is zoned R-3 (single family residential).
  - Adjacent to the site to the southwest are single family homes fronting Heathmoor Lane.
  - Across Sharon Lane to the northwest are single family homes facing Sharon Lane.
  - Adjacent to the site to the northeast is a single family home owned by St. Gabriel Catholic Church and used for church purposes.
  - Further to the northeast along Sharon Lane abutting the site to the rear (southeast) is the St. Gabriel Catholic Church and School campus. In addition to St. Gabriel Catholic Church, uses at the intersection of Providence Road with Sharon Lane/Sharon Amity Road are Providence United Methodist Church, the Rosedale multi-family condominium development in R-17MF (multi-family residential) zoning, and the Providence Plaza office/retail development in MUDD(CD) (mixed use development, conditional) zoning.
  - See “Rezoning Map” for existing zoning in the area.

• **Rezoning History in Area**
  - Petition 2016-018 rezoned approximately 1.45 acres located at South Sharon Amity Road and Woodlark Lane from R-17MF (multi-family residential) to UR-2(CD) (urban residential, conditional) to allow a maximum of 19 single family attached units at a density of 13.2 units per acre.
  - Petitions 2011-030 and 2013-051 rezoned two sites of approximately 2.27 and 1.97 acres.
located on Providence Road, just south of the intersection of Sharon Lane and Sharon Amity Road, from R-3 (single family residential) to INST(CD) (institutional, conditional) to allow two preschool/child development centers.

- **Public Plans and Policies**
  - The *South District Plan* (1993) shows the subject property as single family residential up to three dwellings per acre. The plan has specific criteria for an increase in density to four dwellings per acre. The criteria are:
    - Location: within ½ mile of a transit corridor; within ½ mile of a commercial and/or employment center or public park; where clustering could preserve environmental features such as floodplain, steep slopes or trees; within a large scale mixed use development with a variety of housing types; or adjacent to multi-family development.
    - Water and Sewer: Water and sewer provided by Charlotte Water or use of a private system meeting Charlotte Water standards.
    - Open space: Provision of common open space as densities rise. Clustering units to create open space amenities is encouraged.
    - Streetscape Amenities: Provision of sidewalks, street trees, curb, gutter and on-street parking.
    - Compatibility: Blend new development with adjacent single family development of lesser density. This may include lots on project edges having densities, yards, and setbacks similar to the existing development as a transition.

- **TRANSPORTATION CONSIDERATIONS**
  - This site is located along a major thoroughfare approximately 1000 feet from a signalized intersection with another major thoroughfare. This petition will replace the existing back of curb sidewalk with new sidewalk behind a wide planting strip, which reserves sufficient area to accommodate a future cross section that includes a bike lane.

- **Vehicle Trip Generation:**
  - **Existing Zoning:**
    - Existing Use: 70 trips per day (based on five single family dwellings).
    - Entitlement: 220 trips per day (based on 18 single family dwellings).
  - **Proposed Zoning:** 190 trips per day (based on 24 duplex dwellings).

**DEPARTMENT COMMENTS** (see full department reports online)

- **Charlotte Area Transit System:** No issues.
- **Charlotte Department of Neighborhood & Business Services:** No issues.
- **Charlotte Fire Department:** No comments received.
- **Charlotte-Mecklenburg Schools:** The development allowed under the existing zoning would generate 11 students, while the development allowed under the proposed zoning will produce 11 students. Therefore, the net increase in the number of students generated from existing zoning to proposed zoning is 0 students.
  - The proposed development is not projected to increase the school utilization (without mobile classroom units) over existing conditions for Sharon Elementary (154%), Alexander Graham Middle (112%), or Myers Park High (114%).
- **Charlotte-Mecklenburg Storm Water Services:** No issues.
- **Charlotte Water:** Charlotte Water has water system availability for the rezoning boundary via an existing eight-inch water distribution main located along Sharon Lane. Charlotte Water has sewer system availability for the rezoning boundary via an existing eight-inch gravity sewer main located along Sharon Lane.
- **Engineering and Property Management:** Development of the site shall comply with the requirements of the City of Charlotte Tree Ordinance. Property is located in the Wedge; therefore, trees save shall be provided on site. Tree save area is to be a minimum of 30 feet wide; no structures will be allowed within ten feet of the tree save area.
- **Mecklenburg County Land Use and Environmental Services Agency:** No comments received.
- **Mecklenburg County Parks and Recreation Department:** No issues.

**OUTSTANDING ISSUES**

- Site and Building Design
  1. Annotate the proposed elevations highlighting the key elements committed to in the architectural standards.
2. Amend the provided elevations to match the buildings shown on the site plan.
   a. Elevation 1 does not show the recessed area between the units;
   b. Elevation 3 does not appear to match any of the buildings shown;
   c. Elevations 1 and 2 are not "sides"; they should be labeled as "private drive elevation";
   d. The site plan does not show any "garden";
   e. The label to elevation 4 should be amended to say it is the elevation that faces external property lines and Sharon Lane; and
   f. The "L" shaped buildings do not appear to have corresponding elevation.
3. If the townhomes are for sale or may be for sale at some time in the future, show the required 400 feet of private open space per unit.
4. Show proposed phasing lines on the site plan.
5. Provide a minimum size and commitment to amenities for the "central green."

REQUESTED TECHNICAL REVISIONS

Site and Building Design

6. Amend the proposed use under "Site Development Data" and Note 2 "Permitted Uses & Development Area Limitation" under the "Development Standards" to further clarify that the development shall be a 24 duplex (single family attached) dwelling units in a condominium format.

Attachments Online at www.rezoning.org

- Application
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  - Charlotte-Mecklenburg Storm Water Services Review
  - Charlotte Water Review
  - Engineering and Property Management Review
  - Mecklenburg County Parks and Recreation Review
  - Transportation Review

Planner: John Kinley (704) 336-8311
Acreage & Location: Approximately 6.32 acres located on the east side of Sharon Lane between Providence Road and Heathmoor Lane.
Petition #: 2016-097
Petitioner: Simonini Saratoga Foxcroft, LLC

Zoning Classification (Existing): R-3
(Single Family, Residential)

Zoning Classification (Requested): UR-2(CD)
(Urban Residential, Conditional)

Acreage & Location: Approximately 6.32 acres located on the east side of Sharon Lane between Providence Road and Heathmoor Lane.
GARAGE ELEVATION (EXAMPLE OF MATERIAL & ARCHITECTURAL VARIATION)

GENERAL ELEVATION NOTES:

1. **MATERIAL KEY**:
   - GABION WALL: Stone Veneer
   - STONE: Color #1002
   - BRICK: Color #2002
   - METAL: Color #3002
   - ROOF: Color #4002
   - GLASS: Color #5002
   - PLANTER: Color #6002

2. **DIMENSIONS**:
   - PLAN A: 30' x 40'
   - PLAN B: 32' x 40'
   - PLAN C: 34' x 40'
   - PLAN D: 36' x 40'

3. **EXTERIOR FEATURES**:
   - GARAGE DOOR: Automatic
   - OUTDOOR LIGHTING: Built-in
   - PLANTING BAND: 12" x 30'

4. **INTERIOR FEATURES**:
   - MAIN LEVEL: 10' x 10'
   - SECOND LEVEL: 8' x 10'

5. **ARCHITECTURAL DETAILS**:
   - ROOF: Pitched
   - WINDOWS: Sliding Glass

6. **CONSTRUCTION MATERIALS**:
   - EXTERIOR WALLS: Block Stucco
   - INTERIOR WALLS: Drywall

7. **FINISHING TOUCHES**:
   - PAINT: Neutral Colors
   - GARDENING: Low-Maintenance

8. **ACCESSORIES**:
   - CARPORT: Attached
   - SHED: Rear Yard
City Manager’s Report
City Council Awards and Recognitions Policy

Action:
Approve the Governance and Accountability Committee’s recommendation to adopt an Awards and Recognitions Policy.

Committee Chair:
Kenny Smith, Governance and Accountability

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

Explanation
- An Awards and Recognitions section is typically held at the start of the Council Business Meetings on the second Monday (first Business Meeting) of every month.
- The Awards and Recognitions Policy found within the February 23, 2012 “Amendment to the 2012 Meeting Calendar” Council Action is comprised of:
  - Designating Awards and Recognitions to the second Monday night and limiting the number to five
  - In months with only one business meeting, reasonable accommodations will be made to provide opportunities for Awards and Recognitions and Citizen’s Forums to occur
  - Limiting Awards and Recognitions to no more than five minutes each

Committee Discussion
- On November 16, 2016, City Council referred the review of the Awards and Recognitions process to the Governance and Accountability Committee.
- The Governance and Accountability Committee discussed the Awards and Recognitions process at its subsequent meetings in November, January, and February.
- The Committee discussions included a review of:
  - The current Council Policy, Council Rules of Procedure, and City practices
  - A listing of all Awards and Recognitions during the 2016 calendar year
  - Survey results of Awards and Recognitions policies and practices of eight North Carolina cities, Mecklenburg County, and seven national cities
- The Committee’s recommendations seek to implement best practices from other jurisdictions and provide more comprehensive and consistent standards for requesting and issuing Awards and Recognitions. This Policy is not intended to apply to internal staff awards and recognitions.

Committee Recommendation
- The Committee voted unanimously (Smith, Mayfield, Kinsey, Lyles, Phipps) on the following recommendations:
Maintain the current Council Policy of designating Awards and Recognitions to the second Monday night (first Business Meeting) and limiting the number to five

Standardize a request form developed and administered by the City that communicates the Council-approved criteria and parameters for Awards and Recognitions

Establish criteria for issuing City Council Awards and Recognitions:

- Recognitions to be presented at Council Business Meetings in the form of a Proclamation.
  - Significant contributions and service to the community
  - Historic occasions that commemorate service to the community
- Recognitions such as Proclamations, Awards, Certificates, and Ceremonial Letters not to be included during Council Business Meetings, but may be provided via mail, in person pick-up, or presentation at a community meeting
  - Charitable fundraising efforts
  - Cultural events
  - Exceptional personal and professional accomplishments
  - Wedding anniversaries
  - Milestone birthdays
  - Funerals or memorials
- Recognitions not to be issued on behalf of the City
  - Political in nature
  - Contrary to City policies and ordinances

Establish parameters for presentations of Awards and Recognitions at Council Business Meetings:

- All Awards and Recognitions at Council Business Meetings will take the form of a Proclamation.
- The Mayor or a Council designee reads the Proclamation from the dais.
- Honorees in the Chamber will be recognized from their seats.
- No remarks or presentations will be made during the meeting by the honorees.
- Honorees may provide materials/items to the City Clerk immediately prior to the start of the meeting for distribution to the Mayor and Council.
- Honorees will receive their Proclamation from the Mayor or Council member who read the Proclamation at the conclusion of the recognition.
- Photo opportunities will be coordinated by City staff to occur outside the Business Meeting.

If approved, the effective date of the new Policy would be the April 10, 2017 Council Business Meeting.
Repeal of the 1994 Guidelines for Asset Management

Action:
Approve the Housing and Neighborhood Development Committee’s and the Budget Committee’s recommendation to repeal the Guidelines for Asset Management, which were adopted by City Council on July 25, 1994.

Committee Chair(s):
LaWana Mayfield, Housing and Neighborhood Development
Greg Phipps, Budget

Staff Resource(s):
Gina Shell, Engineering and Property Management
Tony Korolos, Engineering and Property Management

Current Guidelines for Asset Management
- The Guidelines for Asset Management (Guidelines) were developed by the Privatization/Competition Advisory Committee and adopted by City Council on July 25, 1994. The goal of the guidelines was to optimize the benefits of private ownership of property while meeting the City’s public policy objectives.
- The Guidelines described a detailed process of real estate inventory analysis with a goal of asset privatization. This approach is narrow in its direction to generate revenue through land sales.
- City Council priorities have expanded to broader strategic goals related to management of assets and the Guidelines are inadequate to support these priorities.
- Staff will continue to work with the Housing and Neighborhood Development (HAND) Committee and Budget Committee to develop the replacement policy to manage the city’s overall real estate portfolio.
  - The new policy guidelines will be developed in the HAND Committee and reviewed by the Budget Committee for financial input this spring.
  - The guidelines will then be referred to the full Council for approval in May.
- Until a new policy is recommended by the Committees and adopted by City Council, each property transaction will be presented to full City Council at a Business Meeting.

HAND Committee Discussion
- On March 8, 2017, the Housing and Neighborhood Development Committee voted unanimously (Mayfield, Austin, Ajmera, Driggs, and Kinsey) to recommend the repeal of the 1994 Guidelines for Asset Management.

Budget Committee Discussion
- On March 9, 2017, the Budget Committee voted unanimously (Phipps, Driggs, Kinsey, Lyles, and Mayfield) to recommend the repeal of the 1994 Guidelines for Asset Management.
Agenda #: 16. File #: 15-5144 Type: Policy Item

Attachment(s)
1994 Guidelines for Asset Management
CITY OF CHARLOTTE

PRIVATIZATION/COMPETITION
ADVISORY COMMITTEE

Guidelines For Asset Management

Adopted by City Council July 25, 1994
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ASSET MANAGEMENT GUIDELINES

The following Guidelines were developed to direct the activities of the City staff and the Privatization/Competition Advisory Committee (Committee) in their effort to meet the City Council's charge to pursue privatization as a means to improve the management of the assets of the City of Charlotte and to reduce the financial burden of these on the operating budget of the City. Guideline #1 summarizes the City Council's approved goals for Asset Management and Guidelines #2 to #7 provide specific requirements for implementing these goals.

Guideline #1 - City Council Policy & Goals

The following guidelines were developed in order to improve the City's Asset Management processes and to assure that the City Council approved goals were maintained. The Council approved policy statement and the related goals (paraphrased) are as follows:

Policy Statement

In seeking to maximize the City's return from its current and future asset portfolio, the City will aggressively manage these assets. Maximizing the City's return will include pursuing alternative ownership/management strategies which optimize the benefits of private ownership (tax revenue streams, and eliminating public costs associated with ownership) while meeting the City's public policy objectives.

Goals for Asset Management

1. The City will evaluate various levels of asset privatization for all new capital projects as it plans, builds, or acquires additional public facilities and assets.

2. Improve management of existing assets by:
   - Selling/donating non-buildable land (land with little or no value, which is too small to meet minimum building code requirements or which has no specified use but is maintained by the City);
   - Packaging and marketing existing property for sale;
   - Determining the current or future 'public purpose' of the City's existing property; and
   - Reviewing alternative ownership/management options.

3. The City Council will balance the benefits of the sale of any of its assets with other Council policies and goals.

For purposes of clarifying these guidelines, the term 'City Assets' shall refer to real estate owned, leased, operated or controlled by the City of Charlotte or
related Agencies, Commissions, Authorities or Boards. Non-real estate property (such as Furniture, Fixtures, and Equipment, etc.) is NOT considered a 'City Asset' within the meaning of Guidelines #2 to #7 but shall be evaluated at a future date by the Committee.

Guideline #2 - Inventory Analysis

A. The City owns or maintains certain assets, which are controlled by various Authorities, Commissions, Agencies and Boards. In preparing the inventory list of City Assets, these groups will provide input to City management on the information contained in the inventory list to insure that it is complete and accurate. In addition, It Is anticipated that these groups will be involved with City management to the extent the City deems necessary to determine the planned disposition or public purpose evaluation of the assets under their control.

Because in some cases these facilities are governed by various Local, State and Federal laws, or by contract agreement, the analysis of these structures shall include a discussion of the options available to the City Council and this Committee, if disposal is determined to be the desired course of action.

B. The City shall prepare (and update annually) an inventory listing, organized by the City's Key Businesses, of all assets owned, operated, controlled or leased by the City of Charlotte. Within each key business, assets owned by the City shall be categorized in this report as follows (initially using assessed values as derived by City reports and thereafter utilizing Market Value):

1. Non-buildable land (presumed for disposal)
2. Other parcels of land
3. Land with building(s) with a value of greater than or equal to $5 million or those designated as Special Purpose
4. Land with buildings with values less than $5 million but more than $250,000
5. Land with buildings with values less than $250,000

For purposes of this analysis, contiguous properties shall be identified and listed together as one parcel.

This categorization of City Assets does not include City streets, roads and utility easements.

C. Within each Key Business inventory list, each asset summarized shall, at a minimum, include a description of the property, the size of the property,
an estimate of the assessed market value of the property (or, if unavailable, the higher of its tax value or cost), its tax code, street address, current zoning, departmental or agency use, and whether the property is within the CIP or 10-Year Needs Program (specifically identified).

D. The list shall include the annual operating expenses and/or revenues associated with the property which impact the City’s operating budget (separately identify any subsidized revenues or expenses by a City Agency, Authority or Commission). This should not include capital expenses nor any calculation of interest on related debt.

E. For all land/building(s) owned and managed by the City with a market value of $5,000,000 or greater, a more in-depth financial analysis should be performed. An illustration of the type of items, which should be considered, are as follows:

- Identify capital spending related to each asset for the prior three years;
- Identify the amount of related City debt outstanding, including all debt by direct obligation (specific purpose) bonds and allocations of general obligation bonds based on original funds usage (not required of any asset which is 15 years old and has not been recently refinanced) and the net percentage that remains outstanding at the inventory date;
- Identify the annual interest associated with the above debt (for the year of inventory);
- Provide the asset’s latest annual interim operating statements and management reports, if available;
- If an appraisal is required, calculate the net equity position if the City assumes the property was sold at its Market Value (see Guideline #4);
- Identify all occupants as City employees, or other and describe.

F. For all land/building(s) owned and managed by the City where the associated “business” and building is managed by an independent Authority, Commission, Agency or Board; and the asset has a market value $5,000,000 or more, the following information and analysis shall be provided:

- The business’ most recent financial statements and management reports (including any audit reports);
- The amount of related City debt outstanding, including all debt by direct obligation (specific purpose) bonds and allocations of general obligation bonds Wed on original funds usage (not required of any asset which is 15 years old and has not been recently refinanced) and the net percentage that remains outstanding at the inventory date;
Asset Management

- If an appraisal is required, calculate the net equity position of the City assuming the property was sold at its Market Value (see Guideline #4);
- The capital projects planned for the next three years;
- All public costs associated with this asset for which the independent Authority is NOT responsible;
- Documents which describes the management of the asset, general description of its organization, methods by which management of the asset is chosen and reviewed, and relationship with City government authorities (e.g. Mayor, City Council, City staff);
- A description of the relationship with private business(es) and any official contracts or agreements that exist between the City and any private concerns (this should be a summary of all pertinent contract terms including the ability of the City or the concern to terminate the contract);
- A description of the current public purpose of the asset the specifics as to public interest activities associated with the asset and any official City Council policy guidelines which relate to said asset.

G. For City Assets with values, which are less than $5,000,000, the City shall provide to the Committee any additional information that City management or this Committee deems appropriate in order to thoroughly evaluate the asset on a case-by-case basis.

Guideline #3 - Implementation of Asset Privatization

A. Planned City staff resources and anticipated costs should be addressed early in the timetable development process so that City management, the Committee and the Council share an understanding of expectations. The City shall prepare for the City Council and the Committee the following timetables for the implementation of Asset Privatization:

1. For identifying non-buildable parcels to sell, lease (in total or part), or donate and the timetable for implementing the disposition of those assets;
2. For recommending all other parcels of land that are to be sold or leased (in total or part) and the associated timetable for implementation of that plan, if approved by the City Council;
3. For completing an analysis of assets that have a value of over $5,000,000, for recommending which of these assets should be put up for sale or lease (in total or part), or for recommending any changes in the management of these assets which would minimize public costs associated with ownership while meeting the City's public policy objectives.
4. For completing an analysis of assets or key businesses that have a value between $250,000 and $5,000,000 and recommending as to which of these assets should be put up for sale or lease (in total or part), and for recommending any changes in ownership/management of these assets which would minimize public costs associated with ownership while meeting the City’s public policy objectives.

The timetables listed shall be submitted to the Committee for review and sent to the City Council for approval along with any disagreements. The City shall notify the Committee and the City Council of changes that the City anticipates.

B. Assets shall be classified as held for sale or disposal on a case-by-case basis except that all non-buildable land will be presumed to be held for disposal and all vacant buildable land will be presumed to be held for sale. Once assets have been inventoried (Guideline #2), appraised (Guideline #4), and a decision on public purpose obtained, City management shall prepare a recommendation as to the disposition of each asset (retained, sold, leased, or donated) and as to potential changes in the organizational structure of those assets. This will be submitted to the Committee for review and then to the City Council for approval along with any disagreements. The issues to be considered in evaluating an asset are:

- A complete analysis of the asset’s financial impact on the City budget (including the case-by-case evaluation of appraisal needs);
- Public purpose of asset;
- Alternative organizational structure to lower public costs;
- Future public needs.

The Planning Commission is required to review all real estate purchases and sales in accordance with the “Mandatory Referral Program” required by the State of North Carolina (incorporated herein by reference).

C. The City will provide the inventory list (Guideline #2) to the Committee as information and analysis, completed in the form prescribed. The City will inform the Committee whenever it has formed a recommendation as to whether an asset should be retained, sold or leased (in total or in part). At the request of either the City or the Committee, a specific asset or category of assets can be the focus of discussion by the Committee and if required, referred to the City Council for discussion. The Committee will act as a review/sounding board for the City staff. If differences of opinions exist between City staff and the Committee regarding the recommendation, both positions and the basis for their conclusions shall be referred to the City Council for resolution. The Committee will be consulted by staff and will have access to needed information and
opportunity for advice and recommendation at least at the following times during the process:

1. Preparation of the inventory list and assignment of assets to categories (Guideline #2);
2. During the “public purpose” exclusion process for City Assets;
3. During the determination of the prioritization of assets to be disposed of (placed for sale or lease);
4. During the determination of and discussion of the necessity of an appraisal (Guideline #4);
5. During the packaging, selling or leasing of property to the public (Guideline #5);
6. During the review and analysis of offers to purchase or lease or dispose.

Guideline #4 - Appraisal Requirements

A. The City is responsible for obtaining appraisals on specified properties. The Committee is responsible for reviewing and working with the City and the appraiser during the appraisal process to evaluate the independence, objectivity and professional ability of the appraiser.

B. For purposes of these guidelines, the term "Appraisal Value" refers to the 'Market Value' assigned by the appraiser. Market Value (in professional appraisal literature) is the appraiser's arms-length estimate of value between a willing buyer and a willing seller assuming the property is exposed to an open market for a reasonable period of time. This term is equivalent to the term "Fair Market" Value as defined in the State of North Carolina's "Uniform Standards of Professional Appraisal Practice". For reference purposes, the definition of Market Value as defined by the American Institute of Real Estate Appraisers and the Society of Real Estate Appraisers shall be utilized. Market Value shall be utilized for all appraisals. The “highest and best use” of each property shall be evaluated during the appraisal process and shall include a discussion of each property's current usage and potential alternatives available.

C. Appraisals of any parcel with a value of $250,000 or greater, and/or large and special purpose properties (as defined in Guideline #2) shall be performed by independent State and professionally certified appraisers containing one or more of the following professional credentials:

- MAI (Member Appraisal Institute)
- SREA (Society of Real Estate Appraisers)
- AIREA (American Institute of Real Estate Appraisers)
D. Appraisals of small properties (those with values of less than $250,000) can be performed by either City management or independent appraisers.

Appraisals of all properties (including appraisals of lease income streams and other non-ownership assets) shall contain an analysis of the property, utilizing current traditional appraisal techniques considering the following appraisal methods, as appropriate:

- The Cost Method
- The Income (Direct Capitalization or Discounted Cash Flow) Method
- The Market Method

The appraiser has the ultimate responsibility for determining the applicability of the techniques used in completing an appraisal.

E. City assets with little or no value (defined as those with value' $10,000 or less), such as non-buildable land discussed in Guideline #6, shall be reviewed by City staff and do not have to be reviewed by the Committee or the City Council. City management is responsible for reporting to the Committee the status of disposal of these assets and any decision to retain parcels for public purposes which shall be reviewed by the Committee.

Guideline #5 - The Packaging/Selling Process

The method utilized for the City's bidding process will be that as outlined in the City's "Sale of City Property" guidelines incorporated by reference and are based on various state statutes and City rules. For large, unique or otherwise special properties, a case-by-case basis for packaging and selling those properties will be employed. City management shall review those anticipated planned packaging and selling processes with the Committee before placing the property for sale or lease.

Guideline #6 - Non-Buildable Land

The City of Charlotte has many parcels of raw land, which due to their small size, irregular configuration, or proximity to other structures makes them of little value in the open market. These tracts are presumed to be held for disposition unless a special case is made for retention.

The City shall designate as non-buildable such tracts of land in the inventory analysis discussed in Guideline #2. An in-house appraisal shall be considered adequate to estimate the value of these parcels of land. The City will determine the value of such parcels in accordance with these guidelines and in light of the appropriate method of disposition.
In addition to the financial analysis required for all parcels of real estate, non-buildable land shall also be grouped and analyzed to identify nearby property owners. Notice of disposition shall be publicly posted, and City management shall inquire of nearby property owners whether they would like to bid for this property. If no bids are received, but interest to acquire the property by donation or gift is received, the property will be deeded to adjacent property owners on an equitable basis and then to others who may have an indicated an interest in acquiring the property by donation or gift.

**Guideline #7 - Use of Proceeds from Asset Sales**

The first proceeds from asset sales shall be used to retire debt, which was incurred in connection with the acquisition, improvement, operations or maintenance of the asset. Thereafter, remaining proceeds shall be held or used in accordance with existing City Council policies, as they may be amended from time to time hereafter. Proceeds from the disposition of assets should not be used for annual revenues to defray general, recurring operating expenses.

For any property which is sold and is subject to bonded indebtedness or is security for any debt, a review of the associated obligations will be performed to insure that the instruments evidencing such debt are not violated by disposition of the asset and that the funds from the disposition are used in accordance with any restrictions imposed in such debt or security instruments. City management shall summarize these issues for the Committee, and present a plan for the use of proceeds, which will be reviewed and sent to the City Council for approval. Any differences between City staff and the Committee's view of proposed use will be reported to the full City Council.
## SALE OF CITY PROPERTY

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SALE OF CITY PROPERTY $10,000 AND UNDER

The following is an outline of the procedure used in selling City property with a value of $10,000 and under as prescribed by Ratified Bill-Chapter 9 Sec. 9.22. which was effective June 7, 1985:

1. Initial request is received or instituted by the City to sell public property.

2. Canvass the Department Heads for possible interest in the property.

3. Complete the Mandatory Referral for the Planning Commission.

4. City Manager requested to accept property or declare City property surplus and authorize advertising and sale. (no price established)

5. Request staff appraisal and review to establish value; check the file for survey and legal description if not available, request.

6. Solicit offers from adjoining property owners (if applicable).

7. Secure an executed Sales Contract which the City Manager can accept on behalf of the City.

8. Proceed to closing with City Manager conveying interest in property.
G.S. 160A-269-NEGOTIATED OFFER, ADVERTISEMENT AND UPSET BID

This procedure begins when an offer or inquiry is received to purchase land; the City may be approached with an offer or; the City may solicit an offer for a particular tract of property equal to but not less than the fair market value as established by City authorized independent appraisal. City Manager is authorized to approve, accept, and convey interests of real property having a fair market value of $10,000 or less.

Once a firm offer has been received, Council (if $10,000) proposes to accept the offer in the form of a Resolution.

Council or Manager need not accept any offer even one that has been solicited.

Resolution guidelines

1. Receipt of an offer and its terms
2. Brief description of the property
3. That Council proposes to accept the offer and,
4. Will require a 5% bid deposit after acceptance of the proposal.
5. That Council has the right to reject any and all offers at anytime.
6. Forfeiture of the good faith deposit if the offer is withdrawn after acceptance of the proposal.
7. State the Statutory requirement that the purchase price must be paid in cash.

Advertisement requirements

1. An accurate description of the property
2. Amount and terms of the offer including the requirements of the bid deposit and forfeiture statement.
3. That bids must be on the property forms/documents and where to obtain the forms and other information regarding the property.
Advertisement requirements continued

4. Statement that within 10 days a person may raise the bid by not less that 10% of the first $1,000 and 5% of the remainder.

5. Any particular terms adopted by Council by Resolution.

6. When and where the bids are to be presented.

7. That Council reserves the right to reject any and all bids at anytime.
UPSET BID PROCEDURE

The following is an outline of the procedure to sell property by the upset bid method as prescribed by G.S. 160A-269.

1. Initial request is received or instituted by the City to sell public property.

2. Complete the Mandatory Referral for the Planning Commission and canvass the Department Heads for possible interest in the property.

3. Council (if $10,000) declares property surplus and authorizes advertising for sale. (No price established)

4. Request appraisal and review to establish fair market value; request survey and legal description.

5. Once an offer, which must equal the fair market value as established by appraisal, has been received, submit to Council in the form of a Resolution which proposes to accept the offer and authorizes advertising the offer to remain open for 10 days for possible upset bids.

6. After Council proposes to accept the offer and prior to advertising the offer, collect a 5% bid deposit based on the offer received.

7. Compose advertisement based on the offer including all provisions, secure the requisition from Engineering, sign by Purchasing, and deliver to the newspaper.

8. Receive and review bids, if an upset bid is received, repeat step 7 increasing the minimum acceptable bid and re-advertise. Return the bid deposit to the rejected bidder (from previous bid opening or initial proposal).

This step continues until no further acceptable/qualifying bids are received.

9. Prepare the final acceptable/qualifying bid for Council approval.

10. Legal prepares deed and holds the closing. (Real Estate provides the survey, description, bid deposit and other information, etc.).

11. Deposit revenue from the sale.
SEALED BID PROCEDURE

The following is an outline of the procedures required to sell property by the sealed bid method as prescribed by G.S. 160A-268:

1. Initial request is received or instituted by the City to sell public property.

2. Complete the Mandatory Referral for the Planning Commission and canvass the Department Heads for possible interest in the property.

3. Council declares property surplus and authorizes advertising and sale. (no price established)

4. Request appraisal and review to establish fair market value; request survey and legal description.

5. Compose advertisement, secure requisition from Engineering; Purchasing signs advertisement and Real Estate delivers to the newspaper.

6. Receive and review bids.

7. Council awards the sale of the property to the highest bidder.

8. Legal prepares the deed and holds the closing. (All information pertaining to the sale: survey, description, bid deposit and other information is provided by Real Estate)

9. Deposit revenue from the sale.
G.S. 160A-268 ADVERTISEMENT FOR SEALED BIDS

Guidelines for advertisements

1. Advertisement must appear at least 30 days before the bids are to be opened; and published in a newspaper of general circulation within the City or County.

2. Advertisement should give an accurate description of the land to be sold.

3. State where information about the property to be sold may be obtained.

4. State where and when the bids will be opened.

5. Bid deposit requirements - 5% of the bid amount and a forfeiture statement pertaining to default; the bid deposit will be retained if the successful bidder fails to consummate the deal/contract. Bid deposits may be in one of four forms - cash, certified check, cashier's check or bid bond. Bid deposit may be higher if so specified by the Council.

6. Advertisement should include a statement about bids being submitted on a proper form or documents and where these documents are to be obtained.

7. Should state the minimum acceptable bid price and any other restrictions to be placed on the property.

General Information

Bids must be opened publicly and recorded for file purposes, and must be awarded, if at all to the highest responsible bidder.

Council is under no compulsion to accept any bid it is not comfortable with and may reject any bid at any time.

A general time guideline is bidder must act within 10 days after Council awards the bid or forfeit the bid and deposit. The transaction must be either completed by executing the appropriate documents (deed or sales contract setting a closing date) and tendering the purchase price or secure a surety bond. The Statute is unclear as to what type of document must be executed, deed or sales contract, but either would satisfy the statutory requirements. If a buyer defaults under a contract, the City would be protected by some degree by its right to sue for damages under the terms of the contract.
Once a qualifying bid has been received, the previous bid is considered null and void and the voided bidder is entitled to a refund of their deposit immediately.

The process begins again with advertisement including all the information on the new offer which is the base bid.

Under this Statute, a bidder may withdraw his bid until it has been accepted (Council approval of the final offer). Therefore, it is very important that the forfeiture statement be included in all advertisements and bid documents, also, part of the Resolution. If the bid is withdrawn during the 10 day period, the Statute does not state whether previous bid is reinstated, however, it is clear that receipt of an upset bid, taking of a deposit and readvertisement all suggest that the prior offer has been rejected automatically. If this happens, legal clarification will be necessary. To accept an offer on the earlier terms, the entire procedure would have to be repeated.

If Council accepts a bid under this procedure, it is obliged to accept the highest qualifying bid. However, the cycle does not have to be completed to reject any offer as it may do so at any time.

Should Council accept the highest bid, action should state what form the acceptance will take: contract, deed.
OFFER TO PURCHASE AND CONTRACT

as Buyer, hereby agrees to purchase and THE CITY OF CHARLOTTE, as Seller, hereby agrees to sell and convey all of that plot, piece, or parcel of land described below, with all improvements located thereon, and such personal property as is listed below (the real and personal property are collectively referred to as "the property"), upon the following terms and conditions:

1. REAL PROPERTY: Located in the City of Charlotte, County of Mecklenburg, North Carolina, being known as and more particularly described as:


2. PERSONAL PROPERTY:


3. PURCHASE PRICE: The total purchase price is $_____, shall be paid by cash or certified check with the delivery of this Contract, to be held in escrow by THE CITY OF CHARLOTTE until the sale is closed, at which time it will be credited to the Buyer. The balance of the purchase price, $_____, shall be paid in cash or certified check at closing. In the event this offer is not accepted, the earnest money shall be returned to Buyer. In the event the offer is withdrawn or Buyer breaches this Contract after acceptance, for whatever reason, then the earnest money shall be forfeited.

4. PRORATIONS AND CLOSING EXPENSES: Ad Valorem taxes on real property and rent, if any, shall be pro-rated on a calendar year basis to the date of closing. Seller shall pay for the preparation of a deed by its attorney and for revenue stamps required by law. Buyer shall pay for recording the deed and for preparation and recording of all other instruments.

5. CLOSING: All parties agree to execute any and all documents and papers necessary in connection with closing and transfer of title on or before , at a place designated by the City. The deed is to be made to .

6. POSSESSION: Possession shall be delivered on . In the event the Buyer has agreed that possession is not delivered at closing, then Seller agrees to pay to Buyer the sum of $_____ per day, to and including the date that possession is delivered as set forth above.

7. COUNTERPARTS: This offer shall become a binding Contract when signed by both Buyer and Seller and is executed in duplicate with an executed counterpart being retained by each party hereto.

Date of Offer: ______________ Date of Acceptance: ______________

*Buyer* (SEAL) *Seller* (SEAL)

I hereby acknowledge receipt of the earnest money herein set forth in accordance with the terms hereof.

Date ____________________________

THE CITY OF CHARLOTTE

By ____________________________
INSTRUCTIONS TO BIDDERS

1. Each bidder must submit a proposal on the blank form herewith provided. The bidder shall sign his proposal correctly and proposals may be rejected if they show any omissions, alterations of form, additions not called for, conditional bid, or any irregularities of any kind.

2. Each proposal must be submitted in a sealed envelope, so marked as to indicate its contents without being opened. The proposal is contained in this contract document and must not be detached herefrom by any bidder when submitting a proposal.

3. Proposals will be opened promptly and read at the hour and on the date set in the Advertisement, in the Real Estate Supervisor's Office, Charlotte-Mecklenburg Government Center, 600 East Fourth Street, 12th Floor, Charlotte, North Carolina. Bidders, or their authorized agents, are invited to be present. If the mail is delayed beyond the date and hour set for bid opening, proposal thus delayed will not be considered. Bids will be opened and read at __________________________, with a minimum bid of $500.00.

4. The contract will be awarded to the highest bidder. In the event that the highest bid is properly submitted by two or more responsible bidders, the City of Charlotte is authorized to re-open the bidding to those bidders who are present at the bid opening. No bidder who is not present at the bid opening shall have any right to submit a new bid. Eligible bidders shall have at least fifteen minutes, after the announcement that the highest bid has been received from two or more bidders, before submitting written bids in a sealed envelope. Only those bids which exceed the highest duplicate bids previously submitted may be considered. This procedure will be followed until one high bid from a responsible bidder is received. The City may then waive its rights to require the successful bidder to submit a proper bid deposit, as hereinafter defined, to cover the amount by which his final bid exceeds his original bid, or the City may require that the successful bidder submit such additional bid deposit within two (2) days. If no bid is submitted in excess of the highest duplicate bids, the City may select from the highest bidders, regardless of their presence at the bid opening, that bidder, who in the City's sole discretion, is the most responsible.

5. BID DEPOSIT: Each proposal must be accompanied by a deposit equal to ten (10) per cent of the proposal. This deposit may consist of cash or cashier's check issued by, or a certified check drawn on a bank or trust company authorized to do business in North Carolina or on a bank insured by the Federal Deposit Insurance Corporation or a U.S. money order, payable to the City of Charlotte. This deposit to be retained in the event of failure of the successful bidder to execute the contract within ten (10) days after award or to give satisfactory surety as required.
6. PERFORMANCE-BOND: The successful bidder must furnish a performance bond in the amount of Five Hundred Dollars ($500.00). This bond deposit may consist of cash or a cashier's check issued by or a certified check drawn on a bank or trust company authorized to do business in North Carolina and made payable to the City of Charlotte. This deposit is to be retained by the City as surety bond for the satisfactory removal of the building from the site. The building and foundation must be completely removed to ground level within forty (40) calendar days after execution of the contract. The lot shall be left in a cleared and smooth condition with no low places or pockets to catch water. Basement walls shall be removed and the area filled to the level of the adjacent land with material approved by the Engineer. Basement walls adjacent to the street and in any other areas as directed by the Engineer shall be removed to one (1) foot below the surrounding grade. Following inspection and approval of the cleared site by the Real Estate Division, said performance bond will be returned to the successful bidder.

7. High bidder will be declared after the sealed bids have been opened and received on __________________________. The successful bidder will have ten (10) calendar days to execute the sales contract. In addition to retaining the bid deposit of the highest bidder, the City of Charlotte is authorized to hold the bid deposits of the three highest, unsuccessful bidders and award the contract to the highest of such bidders, if the successful bidder should default. Upon the default of any successful bidder, the City may, in its sole discretion, award the contract to the next highest responsible bidder or re-advertise the contract to the next highest responsible bidder or re-advertise the sale of the property and accept new bid proposals.

8. The successful bidder accepts the building in "as is" condition and agrees to hold the City of Charlotte harmless from any and all liabilities or expense resulting from or attributable to the removal of same.
Engineering & Property Management
Department/Real Estate Division
Charlotte-Mecklenburg Government Center
14th Floor
600 East Fourth Street
Charlotte, NC 28202-2845

Gentlemen:

The undersigned, as bidder, hereby declares that this Proposal is made without connection with any other person, company or parties making a similar bid or proposal and that it is in all respects fair and in good faith without collusion or fraud.

Bidder certifies that he has carefully examined the Instructions to Bidders attached and hereby declares that he will remove [describe house(s)] located at [address] in the manner prescribed in the specification for the following price:

TOTAL BID $________

It is further understood that the high bidder will execute a sales contract within ten (10) days after the award and that the prescribed work will be completed in forty (40) calendar days after the execution of the sales contract.

The undersigned bidder encloses herewith the Bid Deposit equal to ten (10) per cent of the gross price bid as specified in Item 5 of the Instruction to Bidders.

BID DEPOSIT: Cash, Check, U.S. Money Order $________

________________________________________
NAME OF FIRM OR INDIVIDUAL

________________________________________
SIGNATURE OF BIDDER & TITLE

________________________________________
ADDRESS OF BIDDER

________________________________________
TELEPHONE NUMBER OF BIDDER

PIN DEPOSIT HERE:
STATE OF NORTH CAROLINA

MECKLENBURG COUNTY

Agenda Packet Page 60 of 423

THIS CONTRACT OF SALE OF PERSONAL PROPERTY, made this _____ day of ________, 19____ by the City of Charlotte through its Engineering Department, Real Estate Division, "Seller", and ____________________________, "Buyer".

W I T N E S S E T H:

Seller, for and in consideration of the sum of ____________ Dollars, payable on demand, has bargained and sold and by these presents does bargain, sell and convey unto the said Buyer his/her heirs and assigns, certain personal property in its "as is" condition, more particularly described as follows:

To have and to hold said personal property to him/her, the Buyer, and his/her heirs and assigns in fee simple.

And the said Seller covenants that it is seized of said property in fee and has the right to convey the same, that the same is free and clear of all encumbrances whatsoever, and that it will warrant and defend the title thereto against the lawful claims of all persons whomsoever.

And the parties to this Contract covenant that the title to the above-described personal property passes to the Buyer for the above-described consideration.

The Buyer covenants that he/she is responsible for the severance and removal of the above-described personal property from the land of the Seller and that said severance and removal shall take place within forty (40) days after the passage of title to the Buyer, and further the Buyer shall be liable to the Seller for any damages done to the land over and above what is reasonably necessary to sever and remove the above-described personal property from the land. This agreement is subject to all stipulations as described in the Bid Document, executed by the Buyer on ______________, attached hereto and incorporated herein by reference. Should Buyer fail to remove the personal property within 40 days, the Seller shall have the right to have the personal property demolished and removed, with the costs of such to be recovered from the sales price and, if necessary, from the performance bond. Any funds remaining shall be refunded to Buyer. If, however, costs for demolition and removal exceed the purchase price and performance bond, Buyer agrees to pay Seller said difference.

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IN WITNESS WHEREOF, the parties hereto have caused this Contract of Sale to be executed the day and year above written, for the uses and purposes herein set forth.

BUYER(S):

(SEAL)

SELLER:

City of Charlotte, through its Real Estate Division

(SEAL)  

(SEAL)  

By: ___________________________

Title: __________________________

Witness

Approved as to form: __________________________
General Assembly of North Carolina
Session 1985
Ratified Bill

Chapter 343
Senate Bill 187

An Act Amending the Charter of the City of Charlotte Concerning the Powers of the City Manager.

The General Assembly of North Carolina enacts:

Section 1. The Charter of the City of Charlotte, Chapter 713, Session Laws of 1965, as amended, is further amended by adding a new Section 4.25 to Chapter IV, Subchapter B, to read:

"Section 4.25. The City Manager may:

(1) Approve the acquisition by the City of real property having a value of ten thousand dollars ($10,000) or less.

(2) Approve certain contracts as provided in Section 9.82 of the Charter.

(3) Approve agreements permitting encroachments into setbacks and rights-of-way.

(4) Accept dedicated streets for City maintenance."

Sec. 2. Section 6.207 of the Charter of the City of Charlotte is amended by rewriting subdivision (3) to read:

"(3) unless such street be accepted as a public street by the City Manager."

Sec. 3. Section 9.22 of the Charter of the City of Charlotte as amended by Chapter 92, Session Laws of 1983, is amended by deleting the words and figures "three thousand dollars ($3,000)" in the last paragraph of that section and substituting the words and figures "ten thousand dollars ($10,000)."

Sec. 4. Section 9.82 of the Charter of the City of Charlotte as rewritten by Chapter 391, Session Laws of 1979, and as amended by Chapter 1140, Session Laws of 1984, is amended by deleting the words and figures "twenty thousand dollars ($20,000)" and substituting the words and figures "thirty thousand dollars ($30,000)" and by adding the following at the end of the section: "In addition, the City Manager is authorized to approve and execute amendments to contracts, including contracts initially approved by the City Council, when the amount in question does not exceed thirty thousand dollars ($30,000)."
Sec. 5. This act is effective upon ratification. In the General Assembly read three times and ratified, this the 7th day of June, 1985.

ROBERT B. JORDAN III
Robert B. Jordan III
President of the Senate

LISTON B. RAMSEY
Liston B. Ramsey
Speaker of the House of Representatives
Chapter IX

MISCELLANEOUS

Subch. A. Reserved
Subch. B. Sale of Property, §§ 9.21—9.23
Subch. C. Waiver of Governmental Immunity, § 9.41
Subch. E. Contracts and Purchases, §§ 9.81, 9.82
Subch. F. Conflict of Interest, § 9.101
Subch. H. Lease of Property, § 9.126

SUBCHAPTER A. RESERVED*

SUBCHAPTER B. SALE OF PROPERTY

Sec. 9.21. Personal property.

The City Council shall have the power at all times to sell any and all personal property belonging to the city at private sale, and without resorting to public outcry and sale, and the Mayor of the city is fully authorized to make title to the purchases of any personal property so sold.

Sec. 9.22. Real property.

The City Council shall have the power at all times to sell any real property belonging to the city after having advertised the same once a week for four (4) consecutive weeks in a newspaper published in Mecklenburg County following the procedure prescribed by the general laws of the State of North Carolina in the foreclosure of mortgages or deeds of trust under the power of sale therein contained; provided, that before any bid shall be deemed accepted or any sale made, or any title passed by virtue of said sale, such sale shall be confirmed by the City Council and said Council may, in its discretion, refuse confirmation, and when so authorized, a deed for said real estate may be executed by the Mayor and attested by the City Clerk, with the corporate seal of the city attached; provided, however, this section shall not apply to plots in the cemetery except as to the manner of execution of the deed. In the sale of real estate, the city is authorized to execute deeds in the usual form and containing full covenants of warranty. The City Council is hereby authorized to sell, convey, transfer, or assign any or all right, title and interest in or to real property owned by the City of Charlotte to other governmental units at private sale, when in the judgment of the City, such real property is no longer needed or suitable for the purposes of the City, or when such sale is deemed to be in the public interest.

The City may convey interests in real property owned by it by private negotiation or sale, with respect to parcels of property having a fair market value of ten thousand dollars ($10,000.00) or less, and Article 12 of Chapter 160A of the General Statutes shall not apply to such dispositions. The City Manager is authorized and empowered to approve such dispositions.
(Sess. Laws 1967, Ch. 216, § 1(b); Sess. Laws 1983, Ch. 92, § 1; Sess. Laws 1985, Ch. 343, § 3)

Sec. 9.23. Special conditions.

Where the city acquires title to real estate or an interest therein, by virtue of the enforcement of a tax, local improvement, special assessment or other lien of any character, the following special conditions shall apply: (1) the city may sell the same at any time at private sale to any person owning an interest therein (other than an interest under a mortgage, deed of trust, or other lien) at the time of such enforcement, for a consideration which will be equal to the taxes, penalties, interest and other liens which were enforced, plus

*Editor's note—Former Subch. A, entitled "Claims Against the City," was repealed by Sess. Laws 1965, Ch. 370, § 9, as having been preempted by G.S. 1-339.16.

Supp. No. 3
Sec. 4.25. [Optional rights.]

The City Manager may:

(1) Approve the acquisition by the City of real property having a value of ten thousand dollars ($10,000.00) or less.
(2) Approve certain contracts as provided in Section 9.82 of the Charter.
(3) Approve agreements permitting encroachments into setbacks and rights-of-way.
(4) Accept dedicated streets for City maintenance.

Sess. Laws, 1985, Ch. 343, § 1)

SUBCHAPTER C. PERSONNEL ADMINISTRATION

Sec. 4.41. Standards.

The City Council shall establish by appropriate ordinances a system of personnel administration, not inconsistent with the provisions for Civil Service hereinafter set forth, governing the appointment, promotion, transfer, lay-off, removal, discipline and welfare of city employees. Such ordinances shall be based upon the following general standards:

(1) Employment shall be based on merit without regard to race, creed, color, sex, political affiliation, age or physical defect or impairment of the applicant unless the defect or impairment prevents the applicant from performing, with reasonable accommodation, an essential function of the employment sought.

"Physical defect" or "impairment" shall be defined to mean any physical disability, infirmity, malformation or disfigurement which is caused by bodily injury, birth defect or illness including epilepsy.

(2) Conditions of employment shall be maintained to promote efficiency and economy in the operation of the city government.

(3) Position classification and compensation plans shall be established and revised from time to time to meet changing conditions.

(4) Appointments and promotions shall be made solely on the basis of merit and fitness, demonstrated by examination or other evidence of competence.

(5) Tenure of employment shall be subject to satisfactory performance of work, personal conduct compatible with the trust inherent in public service, necessity for the performance of work, and availability of funds.

(6) Such ordinances shall also prescribe the details of personnel organizations and procedures.

(Sess. Laws 1974, Ch. 968, § 1; Sess. Laws 1982, Ch. 1135, § 1)

Sec. 4.42. Employee benefits.

The City Council is hereby authorized to provide for employee benefits, and to appropriate funds therefor, in keeping with generally accepted personnel practices of public and private employers within North Carolina. Such benefits may include, by way of illustration and not in limitation, group insurance benefits in amounts based upon rate of pay or other reasonable classification, sick leave benefits, leaves of absence with or without pay, awards for length of service and employee-suggestion awards. Premiums for group insurance benefits may be paid by the City of Charlotte, by the city and employee jointly, or by the employee. The City Council is hereby further authorized and may, in its discretion, appropriate funds to provide group insurance benefits for retired employees. Premiums for group insurance benefits for retired employees may be paid by the City of Charlotte, by the City and the retired employees jointly, or by the retired employees.

(Sess. Laws 1971, Ch. 903, § 1(a); Sess. Laws 1974, Ch. 980, § 1)

SUBCHAPTER D. CIVIL SERVICE

Sec. 4.61. [Board.]

There is hereby continued a Civil Service Board for the City of Charlotte, to consist of five (5) members, three (3) members to be appointed by the City Council and two (2) members to be appointed by the Mayor. Each member shall serve a term of three (3) years. In case of a vacancy on the Board, the City Council or the Mayor, as the case may be, shall fill such vacancy for the unexpired
Eastland Mall Redevelopment Advisory Services

Action:
A. Authorize the City Manager to negotiate and execute a contract with Jacobs Engineering Group Inc. for Phase One Eastland Mall redevelopment advisory services for the amount of $145,000 and,

B. Only if developers and other key stakeholders identify information gaps based on results of Phase One, authorize the City Manager to expand the scope of the contract to include Phase Two for an additional amount not to exceed $430,000.

Staff Resource(s):
Patrick Mumford, Neighborhood and Business Services
Todd DeLong, Neighborhood and Business Services
Ed McKinney, Planning

Explanation
- The City purchased approximately 80.4 acres of the former Eastland Mall property in August 2012 as an opportunity to aid economic development and neighborhood stabilization in the area. Eastland Mall was demolished in 2013.
- Staff continues to use the redevelopment principles created by the Eastland Area Strategies Team (EAST) as a guide for redeveloping the site:
  - Enhance the perceptions of the Eastland area and East Charlotte
  - Unify local communities
  - Create connectivity and walkability for surrounding neighborhoods
  - Take advantage of natural features
  - Create opportunity for civic development and equitable economic development.
- These guiding principles serve as a foundation for the Eastland Mall Redevelopment Strategy. This strategy will provide the development market a clear picture of what is acceptable from a design standpoint and what is economically feasible for the site. The strategy also will assist City staff in creating a flexible, action-oriented development framework that clearly outlines the steps toward marketing the property, evaluating development proposals, and unlocking underutilized assets in the Eastland area.
- On November 15, 2016, the City issued a Request for Qualifications to solicit (RFQ) multi-disciplinary development advisory teams to assist efforts in redeveloping and revitalizing the former Eastland Mall property. In response to the RFQ, the City received 15 proposals from interested service providers.
- The project team, consisting of staff from Neighborhood and Business Services (NBS), Planning, and Management and Financial Services (MFS), evaluated the proposals.
- The project team determined that Jacobs Engineering Group Inc. best met the City’s needs in terms of qualifications, experience, and responsiveness to the RFQ requirements and was asked to
submit their project plan and pricing. The project team is a make-up of a diverse group of experienced innovators, city planners, strategists, engineers, engagement specialists, and designers.

- An expanded City team consisting of staff from NBS, Planning, Transportation, Engineering and Property Management, and MFS met with Jacobs Engineering Group Inc. to further define the scope of the project, which could encompass two phases:
  - Phase One is proposed to occur throughout April and early May, and is intended as a due diligence effort to identify and understand challenges that currently prohibit redevelopment. Activities in this phase, guided by stakeholder group input, will encourage early stage incremental development to illustrate action and will include:
    - Sprint Start: a one-day interactive workshop with the goal to develop clear expectations of project scope in order to effectively launch the project
    - Developer Forum: engagement of local and regional developers to define development requirements, identify barriers, and gauge project feasibility/interest
    - Tactical Urbanism Workshop: identification of additional near-term activities for the site
    - Lean Scan: design of an approach to encourage small-scale development and community building
    - Cost: $145,000
  - Phase Two could begin in late May as a separate body of work only if developers and other key stakeholders identify information gaps based on results of Phase One. Examples of additional analysis and deliverables in this phase could include:
    - Market feasibility analysis
    - Master plan, design guidelines and regulatory framework
    - Cost estimates and site programming
    - Marketing plan and solicitation of potential development partners
    - Cost: to be determined and not to exceed $430,000

Committee Discussion

- On Thursday, March 9, 2017, NBS presented to the City Council Economic Development Committee a project update and outlined the advisory team’s scope of work. The Committee voted unanimously (Mitchell, Ajmera, Eiselt, and Mayfield voted yes; Driggs was not present) to recommend this item for consideration by the full Council.

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: General Community Investment Plan
LYNX Blue Line Extension Civil A Settlement Contract Amendment

Action:
Approve contract amendment #3 for $12,750,000 to Balfour Beatty Infrastructure, Inc./Blythe Development Company, Joint Venture (BBJV) to provide civil construction in Segment A of the LYNX Blue Line Extension.

Staff Resource(s):
John Lewis, CATS
Jennifer Smith, Engineering and Property Management
Jill Brim, CATS

Explanation
- The LYNX Blue Line Extension (BLE) is being built in the railroad right-of-way in Segment A, which includes the relocation of a segment of freight track near 36th Street.
- The City’s agreement with Norfolk Southern Railway (NSR) requires that the contractor comply with NSR requirements.
- The NSR requirements have caused delays in the construction of drainage facilities, walls, bridge substructures, and culverts.
- Balfour Beatty Infrastructure, Inc./Blythe Development Company (Balfour Beatty-Blythe Joint Venture, BBJV) has made monetary and schedule claims due to issues with the completion of the rail segment adjacent to NSR, including delays due to:
  - Unforeseen conditions, including utility conflicts and unknown underground obstructions; and
  - Additional testing, inspections, and approvals required by NSR for the freight track relocation work.
- Contract amendment #3 in the amount of $12,750,000 will:
  - Settle all BBJV claims through January 1, 2017. BBJV submitted approximately $23.5 million in claims for schedule acceleration, inefficiencies, and other direct impacts. This amendment will settle all such BBJV claims.
  - Revise the Civil A contract completion date from January 20, 2017 to January 31, 2018. Extending BBJV’s Civil A completion date does not impact the start of revenue service.
  - Address extended overhead costs (field office, staff, supplies, utilities, etc.) for the additional 12 months of contract time.
  - Secure a release of claims from the follow-on Track and Systems contractor (Balfour Beatty Infrastructure Inc.) related to delays stemming from the Civil Segment A late completion.
  - Release BBJV from potential City Liquidated Damages claims for delays attributable to BBJV, as of February 1, 2017.
Agenda #: 18. File #: 15-4837 Type: Business Item

- Replenish contingency for changes due to unforeseen conditions and other issues.
  - The new total value of the contract, including this amendment, will be $128,017,958.13, which is within the current BLE project budget.
  - This action was reviewed as part of the dinner briefing with City Council on February 27, 2017.

**Disadvantaged Business Enterprise Opportunity**

Any additional contract scope authorized by this contract amendment will be held to the original contract DBE goal of 17.50% for the Civil A contract.

**Fiscal Note**

Funding: CATS Community Investment Plan

**Attachment(s)**

LYNX Blue Line Extension Civil A Contract Amendment History
LYNX Blue Line Extension Civil A Contract Amendment History

Balfour Beatty Infrastructure, Inc. / Blythe Development Company Joint Venture (BBJV)

- On January 27, 2014, the City Council approved a construction contract with Balfour Beatty Infrastructure, Inc. / Blythe Development Company (Joint Venture) for $107,967,958.13 to perform civil construction for Segment A of the LYNX Blue Line Extension.
- On June 8, 2015, the City Council approved contract amendment #1 in the amount of $7.3 million to bring the total contract value to $115,267,958.13.
- Contract amendment #1 included the following:
  - Settled all claims through June 8, 2015, and
  - Accelerated key deliverables related to light rail construction to maintain the projected opening in summer 2017.
- Contract amendment #2, executed January 14, 2015, made administrative changes to the provisions of contract and did not change the contract value.
- Contract amendment #3 in the amount of $12,750,000 will:
  - Settle all BBJV claims through January 1, 2017. BBJV submitted approximately $23.5 million in claims for schedule acceleration, inefficiencies, and other direct impacts. This amendment will settle all such BBJV claims.
  - Revise the contract completion date from January 20, 2017 to January 31, 2018. Extending BBJV’s completion date does not impact the start of revenue service.
  - Address extended overhead costs (field office, staff, supplies, utilities, etc.) for the additional 12 months of contract time.
  - Secure a release of claims from the follow-on Track and Systems contractor (Balfour Beatty Infrastructure Inc.) related to delays stemming from the Civil Segment A late completion.
  - Release BBJV from potential City Liquidated Damages claims for delays attributable to BBJV, as of February 1, 2017.
  - Replenish contingency for changes due to unforeseen conditions and other issues.
- The new total value of the contract, including this amendment, will be $128,017,958.13, which is within the current BLE project budget.
LYNX Blue Line Extension Support Services Contract Amendments

Action:
A. Approve contract amendment #4 for up to $7,000,000 to the LYNX Blue Line Extension contract with HNTB North Carolina PC for construction management services,

B. Approve contract amendment #7 for up to $3,500,000 to the LYNX Blue Line Extension contract with STV Engineers, Inc. for design and construction administration services,

C. Approve contract amendment #3 for up to $800,000 to the contract with LTK Engineering for Light Rail Vehicle Engineering Support, and

D. Approve contract amendment #7 for up to $700,000 to the LYNX Blue Line Extension contract with Kleinfelder Southeast, Inc. for construction materials testing and special inspection services.

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

Explanation
Action A
- HNTB North Carolina PC contract amendment #4 in an amount up to $7,000,000 is needed due to the extended duration and testing requirements for Civil A and the extended overall completion schedule of the LYNX Blue Line Extension (BLE) project.
- On November 12, 2012, the City Council approved Phase One of the construction management agreement in the amount of $3,000,000. Phase One was executed to allow work to begin while the primary contract was negotiated.
- Three contract amendments have been approved to date.
- The new total value of the contract, including this amendment, is an amount up to $61,964,506, which is within the current BLE project budget.

Action B
- STV Engineers Inc. contract amendment #7 in an amount up to $3,500,000 is needed due to the extended duration of the Civil A and Track and Systems contracts.
- On March 26, 2012, the City Council approved up to $38,500,000 to provide design and construction administration services for the BLE project. The contract was executed at the lower
amount of $38,033,949.

- Six contract amendments have been approved to date.
- The new total value of the contract, including all amendments, is $50,600,000, which is within the current BLE project budget.

**Action C**
- LTK Engineering contract amendment #3 in an amount up to $800,000 is needed to provide CATS with additional technical support and management oversight of the activation of rail service on the BLE.
- On September 12, 2011, City Council approved a contract in an amount not to exceed $3,000,000 to provide engineering services for the BLE project related to light rail vehicle acquisition, testing and integration.
- Two contract amendments have been approved to date.
- The new total value of the contract, including this amendment, is an amount up to $3,850,000, which is within the current BLE project budget.

**Action D**
- Kleinfelder Southeast, Inc. contract amendment #7 in an amount up to $700,000 is needed due to delays related to the completion of the civil work and added railroad requirements, which have affected the overall project completion date and extended Kleinfelder’s work by approximately 10 months.
- In addition, the frequency of testing and inspections required by Norfolk Southern Railway has been more extensive than anticipated and has required additional testing staff.
- On April 17, 2012, City Council awarded a contract in an amount up to $9,000,000 for Materials Testing and Special Inspections Services for the BLE project.
- Six contract amendments have been approved to date.
- The new total value of the contract, including this amendment, is an amount up to $10,700,000, which is within the current BLE project budget.

**Disadvantaged Business Enterprise Opportunity**
The additional contract scope authorized by these contract amendments will be held to the original contract DBE goals, as shown below.

- HNTB North Carolina PC: 9.0%
- STV Engineers Inc.: 15.80%
- LTK Engineering: 11.7%
- Kleinfelder Southeast Inc.: 11.75%

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

**Attachment(s)**
LYNX Blue Line Extension Contract Amendment History
LYNX Blue Line Extension Contract Amendment History

HNTB North Carolina PC
- On November 12, 2012, the City Council approved an agreement with HNTB in the amount of $3,000,000 to provide Phase One construction management services for the Blue Line Extension (BLE) project. Phase One was executed to allow work to begin while the primary contract and its cost was defined and negotiated.
- Three contract amendments have been approved to date.
  - On June 10, 2013, the City Council approved Phase Two in contract amendment #1, in an amount of $35,312,798 to bring the total contract value to $38,312,798.
  - On July 28, 2014, the City Council approved contract amendment #2, in an amount of $6,651,708 to bring the total amount to $44,964,506.
  - On June 8, 2015, City Council approved Amendment #3 in the amount of $10,000,000 for additional staffing required to oversee acceleration and extended construction period.
- Amendment #4, in an amount up to $7,000,000 is needed to due to the extended duration and testing requirements for Civil A and the extended overall completion schedule of the BLE project.
- The new total value of the contract, including this amendment, is an amount up to $61,964,506, which is within the current BLE project budget.

STV Engineers Inc.
- On March 26, 2012, the City Council approved up to $38,500,000 for a contract with STV Inc. to provide design and construction administration services for the BLE project.
  - The contract was executed at the lower amount of $38,033,949 in order to begin the necessary work in some areas, while continuing to define the scope of work for other areas.
  - On November 1, 2013, staff executed contract amendment #1 in the amount of $439,379 to bring the total contract value to $38,473,328. The amendment was within the City Council’s original authorization and covered those work elements that had not been fully developed at the time the original contract was executed.
- On May 27, 2014, the City Council authorized an additional $4,500,000 for the contract, bringing the total authorized to $43,000,000.
  - Contract amendment #2 was executed at $42,319,128, an amount lower than the City Council’s authorization. This amendment addressed the design and construction management costs of elements added to the project due to project budget savings.
  - On November 17, 2014, staff executed contract amendment #3 in the amount of $680,872 to bring the total contract value to $43,000,000. This amendment was within the City Council’s authorization and covered work elements that had not been fully developed at the time contract amendment #2 was executed.
  - On May 29, 2015, staff executed contract amendment #4, which involved no monetary change leaving the contract value at $43,000,000. This amendment updated construction design and management work elements that better aligned the services with actual project needs and deliverables.
- On June 8, 2015, the City Council authorized contract amendment #5 in the amount of $2,200,000 to bring the total contract value to $45,200,000. This amendment was due to the acceleration of construction activity for schedule recovery and additional scope requiring additional design services.
- On August 22, 2016, the City Council approved contract amendment #6 in the amount of $1,900,000 to bring the new contract value to $47,100,000. This amendment was for additional design services due to design modifications, additional work related to the large number of contractor re-submittals, as well as schedule delays.
- Amendment #7 in an amount up to $3,500,000 is needed due to the extended duration of the Civil A and Track and Systems contracts.
- The new total value of the contract, including all amendments, is $50,600,000, which is within the current BLE project budget.

**Kleinfelder Southeast, Inc.**
- On April 17, 2012, City Council awarded a contract in an amount up to $9,000,000 to Kleinfelder Southeast, Inc. for Materials Testing and Special Inspections Services for the BLE project.
- Six contract amendments have been approved to date.
  - On February 22, 2015, the City Council approved contract amendment #6 in the amount of $1 million for additional testing requirements and extended completion schedule related to delays related to utility relocation and railroad testing requirements.
  - Contract amendments #1 through #5 were for minor additions to the scope of work not originally included in the contract. Amendments #1 through #5 used contract contingency and did not require additional funds.
- Contract amendment #7 in an amount up to $700,000 is needed due to delays related to the completion of the Civil work and added railroad requirements, which have affected the overall project completion date and extended Kleinfelder’s work by approximately 10 months.
- In addition, the frequency of testing and inspections required by Norfolk Southern Railway has been more extensive than anticipated and has required additional testing staff.
- The new total value of the contract, including this amendment, is an amount up to $10,700,000, which is within the current BLE project budget.

**LTK Engineering**
- On September 12, 2011, City Council approved a contract with LTK Engineering in an amount not to exceed $3,000,000 to provide engineering services for the BLE project related to light rail vehicle acquisition, testing and integration.
- On February 28, 2014, CATS amended the contract to include engineering services for the automatic train protection system for the vehicle (amendment #1). This amendment did not modify the contract value.
- Contract amendment #2 in the amount of $50,000 was approved to provide technical support for the BLE rail activation plan.
- Contract amendment #3, in an amount up to $800,000, is needed to provide CATS with additional technical support and management oversight of the activation of rail service on the Blue Line Extension.
- The new total value of the contract, including this amendment, will be up to $3,850,000, which is within the current BLE project budget.
Nominations of the Chairperson and Vice-Chairperson to the Charlotte Business INClusion Advisory Committee

Action:
Nominate Charlotte Business INClusion Advisory Committee members to serve as specified.

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

Explanation
- On January 9, 2017, City Council approved the formation of the Charlotte Business INClusion (CBI) Advisory Board.
- The City Council and Mayor have made their appointments; the board membership is complete.
- The membership structure states the City Council will designate the initial Chairperson and Vice-Chairperson; thereafter the committee will elect leadership from membership.

Attachment(s)
Charlotte Business INClusion (CBI) Committee Members
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.

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**COMMITTEE MEMBERS**

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 Metropolitan Minority Contractors Association, 1 recommendation by the Metropolitan Native American Association, and 1 recommendation by the National Association of Women Business Owners)

**MEMBERSHIP**

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
- Metropolitan 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

## Board Roster

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Start</th>
<th>Term End</th>
<th>Position</th>
<th>Category</th>
<th>Appointed By</th>
<th>Dais Seat</th>
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<tr>
<td><strong>WALTER BAUCOM III</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2018</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Recommended by Metrolina Native American Association</td>
<td>City Council</td>
<td>None</td>
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<tr>
<td><strong>STEPHANE BERWALD</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2020</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Recommended by Metrolina Minority Contractors Association</td>
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<td><strong>VILMA BETANCOURT</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2019</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Recommended by National Association of Women Business Owners</td>
<td>City Council</td>
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<td><strong>STEVEN A BIMBO</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2018</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>City Council</td>
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<tr>
<td><strong>EDISON P CASSELS</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2020</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>City Council</td>
<td>None</td>
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<tr>
<td><strong>JAMES D CLAYTON</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2020</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>City Council</td>
<td>None</td>
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<tr>
<td><strong>YEFERSON E OVALLURUENA</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2019</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Recommended by Latin American Chamber of Commerce</td>
<td>City Council</td>
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<tr>
<td><strong>SHOBHA RAJPAL</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2018</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>City Council</td>
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<tr>
<td><strong>VINROY W REID</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2020</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>City Council</td>
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<td><strong>MARVIN REYES</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2018</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>City Council</td>
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<tr>
<td><strong>CHRISTOPHER SOCHA</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2019</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>City Council</td>
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<tr>
<td><strong>WILLIAM D STRICKER</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2019</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>City Council</td>
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<tr>
<td><strong>TIFFANI A TEACHEY</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2019</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>City Council</td>
<td>None</td>
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<tr>
<td><strong>GREGORY S WILLIAMS</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2018</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>City Council</td>
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<tr>
<td><strong>GARY L YOUNG II</strong></td>
<td>Mar 01, 2017</td>
<td>Feb 28, 2020</td>
<td>Office Government Center Building, 600 E 4th Street</td>
<td>Board Member</td>
<td>City Council</td>
<td>None</td>
</tr>
</tbody>
</table>
List any boards you are currently serving on:

- Business Advisory Board

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 Business INClusion (CBI) Advisory Committee (O/E)
- Planning Commission (O/E)

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

I have contracting experience.

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

Learning experience, I am a contractor.

Self-employed.

Current Employer:

8

Years in current position:

General Contractor

Job Title:

Brief description of duties:

Commercial, up-fits and ground-up projects

Agenda Packet Page 78 of 423
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:

High School
Education:

Additional Education History:

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

Tracie Baucom
Spouse's Name:

Stay-at-home Mom
Spouse's Employer:

Spouse's Job Title:

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

On current board
If you selected 'Other', please explain:

Board Specific Questions

Contracting
If you selected 'Other' please explain

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

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

☐ I Agree

Please type your name below:
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 serve as President of the Metrolina Minority Contractors Association (MMCA). My passion is to see the Charlotte Business Inclusion program close disparity gap, develop best practices and help make doing business with the city less cumbersome by helping to reduce the barriers. Our organization has a focus on contractor development & growth, advocacy, education, networking and opportunities.

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

I have served on several stakeholder committees related the SBE program and subsequent CBI program. I know the program and policy inside and out and implement it on a daily basis through a diversity consulting company with a focus on Construction. Projects include but are not limited to: NASCAR Hall of Fame, Discovery Place, Charlotte Douglass International Airport. Additionally, having served as President of MMCA, I have first hand knowledge of the experiences of Minority, Women, and Small Business Enterprises. Additionally, I have great working relationships with city staff, majority contractors, minority contractors, other key support organizations and more. I am fully committed to seeing this program work and making a lasting economic impact on our total community with a concentration on MWSBE's.
Senior Diversity Specialist

Job Title:

Brief description of duties:

My team is responsible for contractor and community outreach developing and implementing project specific diversity plans, ensuring contractor compliance, technical assistance, partnering and more to maximize MWSBE utilization.

Other employment history:

Business Support Services - InterNET Services (8 years) Project Manager - HA-LO (formerly Fletcher Barnhardt & White) - (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:

College

Education:

Boards / Commissions Disclaimer

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

Additional Education History:

Spouse's Name:

Stephane Berwald

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Stephane Berwald

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:

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

National Association of Women Business Owners/Charlotte

List any boards you have served on in the past:

Business Professional Women/North Carolina, Business Professional Women/Charlotte, Pride Entrepreneur Education Program (Charlotte)

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?

As Public Policy Director for the National Association of Women’s Business Owners/Charlotte Chapter I am involved on a local and national level on all issues affecting women business owners. I bring my experience as a government contractor (Fed & SLED), a Site Visitor for the National Women’s Business Owners Corporation and a Procurement Committee member of Women Impacting Public Policy. I have many years of experience in procurement and business certification.

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

As mentioned above, I am an experienced government contractor and a specialist in small business certification. On a national level, I am on the Procurement Committees for the National Association of Women Business Owners & Women Impacting Public Policy. I am also a Certified Site Visitor for the National Women Business Owners Corporation, a 3rd party women business enterprise certifier.

self employed

Current Employer:

17 years

Years in current position:
Chief Disruptor

Brief description of duties:
Marketing/sales, Social Media, Accounting, Process Business Certifications

Other employment history:
Self employed for the last 17 years, Real Estate License in Florida since 2000

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 have never sold any products or services to the City of Charlotte nor will I in the future.

College
Education:

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

Additional Education History:
Miami-Dade College, Miami Senior High School, Real Estate School, Small Business Administration courses, WIPP online courses, NAWBO online courses

Brett O'Day
Spouse's Name:

self employed

Spouse's Employer:

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

NAWBO was invited
If you selected 'Other', please explain:

Board Specific Questions

I live in South Carolina, I don't vote in North Carolina
If you selected 'Other', please explain:

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

Vilma Betancourt

Page 3 of 5

Vilma Betancourt

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:

Vilma Betancourt
**Profile**

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Initial</th>
<th>Last Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steven</td>
<td>A</td>
<td>Bimbo</td>
</tr>
</tbody>
</table>

**Email Address**

sbimbo@skl-law.com

**Street Address**

2500 Bay Street
Charlotte, NC 28205

<table>
<thead>
<tr>
<th>Suite or Apt</th>
<th>City</th>
<th>State</th>
<th>Postal Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>NC</td>
<td>28205</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:**

**Primary Phone**

Home: (919) 906-0540

**Alternate Phone**

Home: (704) 375-0057

**District 1**

What district do you live in?

**Caucasian/Non-Hispanic**

Ethnicity

**Democrat**

Political Party

**Gender**

Male

**Date of Birth**

05/09/1982

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

- Yes  
- No

List any boards you are currently serving on:

<table>
<thead>
<tr>
<th>Board Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Carolina Locksmith Licensing Board</td>
</tr>
</tbody>
</table>

**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 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.

Shumaker, Loop & Kendrick

Current Employer:
Years in current position: 

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

If you selected "Other", please explain:

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:

______________________________
List any boards you are currently serving on:

- Carolinas 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

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 be part of the Charlotte Business Inclusion Advisory Committee to share my experiences as we continue to support growth of diversity of 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 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 Foard 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 Foard, 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 Foard 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:

Addition work 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

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Edison P Cassels

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

☐ I Agree

Edison P. Cassels

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

United Minority Contractors of North Carolina (UMCNC) National Association of Minority Contractors

List any boards you have served on in the past:

Charlotte Chamber East Chapter

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?

The Charlotte Business INClusion program has done a tremendous job in growing the program and working to create a more inclusive business environment. I would welcome the opportunity to provide input and help facilitate the continued growth of the program. I have worked in the program from a business standpoint and have a good understanding of how the program works. I want to see this program continue to evolve as it is a necessary part of our business community.

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

I come from an operations background (18 yrs Project Management) which allows me to understand and implement how various systems interact and work together to achieve an overall outcome. I am currently responsible for implementing various MWBE programs on a day to day basis and have a firm understanding of these programs. Which I think lend itself well to providing input that could potential help grow the program in the current business climate.

Rodgers

Current Employer:

5

Years in current position:
Director of Diversity and Community Development

Brief description of duties:
Implementing and Monitoring MWSBE programs on all projects. Growing local and diverse subcontractor database internally. Ensuring community engagement in the communities we have the opportunity to build.

Other employment history:
Prior to serving in my current capacity I was a project manager for Rodgers.

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:

Claudia Clayton
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?

If you selected 'Other', please explain:

Board Specific Questions

Boards/Commissions Disclaimer

If you selected 'Other', please explain:

If you selected 'Other', please explain:

If you selected 'Other', please explain:

James D Clayton
Page 3 of 5

James D Clayton
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:

James D Clayton
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?
Charlotte Business INClusion (CBI) Advisory Committee (O/E)

Why are you interested in serving on these boards/committees?
I would like to voice the opinion of latino small business

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

Genesis Construction of the Carolinas Inc.
Current Employer:

14
Years in current position:
Director of operations and business development
Job Title:

Brief description of duties:
As a founder of the company I have been on every position from field operations to business development, project manager and management.
Other employment history:

Eagle home improvement

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

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:

________________________________________________________________________

Yeferson E Ovalle Uruena
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 Elan 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 Employer:

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:
Marketing Principles in Business Decision Making, UNCC Masters in Architecture, IIT Chicago IL
Bachelors in Architecture, IVSAA Karachi, Pakistan Diploma in Fine Arts, Karachi School of Arts, Pakistan.

Sunil Rajpal
Spouse's Name:

Self Employed
Spouse's Employer:

Board Specific Questions

Technology/Venture Capital
Spouse's Job Title

Recruited by current Committee Member
How did you find out about the Charlotte Boards and Commissions vacancies?

City staff / City Development
Committee meeting
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:

Shobha Rajpal
List any boards you are currently serving on:

Youth Hope International

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

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

My passion is to bring awareness to the international community that is here in Charlotte. The work that I have done highlights that passion. Being that I am a Jamaican business owner, I believe that I would bring valuable experience to the committee. I was one of the original small business owners in the Plaza Midwood business district and have helped to develop the area into the vibrant and diverse part of town that it is now. I would like to share my knowledge with other minority and immigrant business owners to benefit small business growth in the City of Charlotte.

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

First, I am an immigrant from Jamaica and I am a community builder. Also, as a business owner here in Charlotte I am aware of the challenges and opportunities that exist first hand. I have operated businesses here for 22 years. I currently operate V.R. King Construction and Mama's Caribbean Restaurant Bar and Grill. I have been a licensed contractor in Charlotte for the past 15 years. I was proud to be one of the builders that worked to construct the Bank of America Stadium in 1994. I regularly sponsor community events including the Charlotte International Jerk Festival, Charlotte International Women's Day Celebrations, Taste of the World and Charlotte Kwanza Celebrations. I also work often with the International House, participating in their events and acting as a sponsor as well. I am very outspoken in the community on issues affecting minorities and immigrants. I have hosted a radio and television program called "Caribbean Connection" which used to air on WGGV. I currently host the radio show "Money talk" on 103.3 Street on Sunday mornings. I believe that I would be an asset to the Charlotte Business Inclusion Advisory Committee and I would be honored to serve.
Self-employed
Current Employer:

22
Years in current position:
small business owner and contractor
Job Title:

Brief description of duties:
I secure the contracts as well as handle day to day operational duties of my construction company. I oversee day to day operations of Mama's Caribbean Restaurant Bar and Grill. I manage 15 employees and the marketing and finance of my businesses.

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:

High School
Education:

Additional Education History:
Currently enrolled in construction law classes at Central Piedmont Community College

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

Boards / Commissions Disclaimer

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

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

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

I am interested in serving in this board because I believe I can make a difference helping small business owners become successful and make their business grow and by being part of this committee I can bring ideas to the table to work together on this.

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

I am the owner of a construction business that has overcome several challenges and one of my best abilities is to make business relationships.
Brief description of duties:
administration of projects, sales, and develop business relationships

Other employment history:
EPC Contractors Supervisor

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:

High School
Education:

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

Additional Education History:

Natividad Reyes
Spouse's Name:

Starlight Painting Inc.
Spouse's Employer:

Vice President
Spouse's Job Title

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

Contact by HCAC
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.

Marvin Reyes
Page 3 of 5

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

☐ I Agree

Please type your name below:
<table>
<thead>
<tr>
<th>City Of Charlotte Boards &amp; Commissions</th>
<th>Submit Date: Jan 09, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Profile</strong></td>
<td><strong>Status: appointed</strong></td>
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</table>

<table>
<thead>
<tr>
<th>First Name</th>
<th>Christopher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle Initial</td>
<td></td>
</tr>
<tr>
<td>Last Name</td>
<td>Socha</td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:csocha@edificeinc.com">csocha@edificeinc.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street Address</th>
<th>418 Lorna St.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suite or Apt</td>
<td></td>
</tr>
<tr>
<td>City</td>
<td>Charlotte</td>
</tr>
<tr>
<td>State</td>
<td>NC</td>
</tr>
<tr>
<td>Postal Code</td>
<td>28205</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:

<table>
<thead>
<tr>
<th>Mobile</th>
<th>(980) 406-7987</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business</td>
<td>(704) 332-0900</td>
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</table>

<table>
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<tr>
<th>District 4</th>
<th>What district do you live in?</th>
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<table>
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<tr>
<th>Ethnicity</th>
<th>Caucasian/Non-Hispanic</th>
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<table>
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<tr>
<th>Political Party</th>
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<th>Gender</th>
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</table>

<table>
<thead>
<tr>
<th>Date of Birth</th>
<th>12/20/1979</th>
</tr>
</thead>
</table>

| Are you a registered voter of Mecklenburg County? | Yes ☑ No |

<table>
<thead>
<tr>
<th>Year in current position</th>
<th>3.5</th>
</tr>
</thead>
</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

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?

My participation in Leadership Charlotte Class 38 has cultivated a deep passion for giving back to my community and taking an active involvement in enacting change. When the City Council created the CBI Advisory Committee I felt it was the perfect opportunity to achieve these goals and help enacting that empowering small-, minority-, and women-owned businesses in the Charlotte community.

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

My entire professional career has been in the design and construction industry; much of that experience has been in the greater Charlotte area. Much of my recent work has been for public projects with active goals for MWSBE participation. This has given me the opportunity to work with organizations such as The City of Charlotte and Mecklenburg County at Diversity Outreach Events that help these businesses get connected to the contractor's hired to manage the work. My involvement with Leadership Charlotte has further prepared me for a service role on and advisory committee. I take the responsibility of participating on the CBI Advisory Committee with extreme passion and humility.

| Current Employer | Edifice, Inc. |
Senior Project Manager

Job Title:

Brief description of duties:

I am responsible for managing the procurement and construction of commercial construction projects in the greater Charlotte area.

Other employment history:

2006-2013 Project Manager at BE&K Building Group, Charlotte, NC

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 you selected ‘Other’, please explain conflict:

Board Specific Questions

Carolinias HealthCare System

Spouse's Employer

Acute Care Pediatric Nurse Practitioner

Spouse's Job Title

Email

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

If you selected 'Other', please explain:

Boards /Commissions Disclaimer

College

Education:

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

Additional Education History:

1996-2002 Milwaukee School of Engineering Bachelors of Science, Architectural Engineering

Laurel Socha

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:

Christopher Socha
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?

To represent and offer input from the Construction Industry. Councilman James Mitchell requested I serve on the committee.

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

30 years experience representing the Carolinas construction industry in many capacities including education, training, workforce development, etc.

Caucasian/Non-Hispanic

Ethnicity

Political Party

Male

Gender

12/19/1953

Date of Birth

Are you a registered voter of Mecklenburg County?

☐ Yes ☐ No
Brief description of duties:

Responsible for association operations including membership, safety, workforce development, education and training, meetings and events, community outreach and initiatives of the Carolinas AGC Foundation.

Other employment history:

Prior to working for CAGC I worked in local government for Catawba and Brunswick Counties.

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:

---

Additional Education History:

---

Sharon

Spouse's Name:

---

Nationwide Insurance

Spouse's Employer:

---

Agent

Spouse's Job Title:

---

Other

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

Councilman Mitchell requested I apply

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:
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

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), 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.
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

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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?**

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

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

Opportunity to share professional knowledge and global economic development exposure here in the queen city.

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

I am a Supply Chain Expert, Global Trainer, and Supplier Development specialist. In 2014, I was named “Under 40” Emerging Professional of the Year Finalist – Charlotte Chamber, as well as, the 2016 Institute of Supply Mgmt. – CV Innovator of the Year. With help of industry colleagues, I have developed and grown the 2016 and 2017 Supplier Performance Institute, the 2016 launch and delivery of the My Big Program for the Charlotte Black Chamber, and the 2015 Emerging Leader Program for the Small Business Administration Small Business Leaders. In 2012, I led our firm to start SWEET, a program for emerging Women entrepreneurs and in 2015 we started C-SWEET, a program for emerging Women Executives in Small Business, Finance and Supply Chain. I enjoy small business capacity building and sit on many small business advisory councils across the country. EDUCATION HISTORY 2014: ISM Certified Professional in Supply Management 2005: ISM Certified Purchasing Manager 2000: Graduate of Eli Board College of Business - Supply Chain Management Michigan State University

**Current Employer:**

SOLUTIONS, LLC

---

City Of Charlotte Boards & Commissions

Submit Date: Jan 29, 2017

Status: appointed

---

**Profile**

**First Name**

**Middle Initial**

**Last Name**

**Email Address**

gsean.williams@sms-advisors.com

**Street Address**

212 S Tryon

**State or Apt**

Suite 1510

**Zip Code**

NC 28281

---

**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:**

---

**Business:** (704) 503-9103

**Mobile:** (980) 202-0612

---

**District 1**

What district do you live in?

---

**Ethnicity**

African American

---

**Political Party**

Democrat

---

**Gender**

Male

---

**Date of Birth**

08/09/1978

---

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

- Yes  ○ No

---

Gregory S Williams
Years in current position:
Executive Director, Supply Chain and Supplier Performance

Brief description of duties:

- Direct team of cross functional consultants who design, develop, and deliver Talent Development, Savings Project Execution, and Cost Management Program Development engagements for Fortune 1000 Corporations and Suppliers. • Deliver Client Executive leadership and team guidance for Spend Assessment engagements and On-site Supplier Performance Audits. • Manage and provide on-site strategy for Data Analytics Team who pulls, measures, tracks and graphically reports all spend and contract related data for Fortune 1000 clients. • Lead Supply Management Training content creation and delivery of CPSM/CPSD Certification, Certificate of Mastering Sourcing Basics, Emerging Professional, and Supplier Performance Courses for domestic and international Corporate, Continuous Ed, and Supply Chain Org based clients.

Other employment history:
CORPORATE CAREER HIGHLIGHTS Progressive roles in Procurement & Supply Chain for: Intel ($55B USD), Sealy Mattress ($2.5B USD), Pulte Homes ($5.8B USD) WestRock ($5.5B USD) and Bristol Myers-Squibb ($19B USD)

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:
Certified Purchasing Manager (2005) - ISM Certified Professional in Supply Management (2014) - ISM

Board Specific Questions

Other
How did you find out about the Charlotte Boards and Commissions vacancies?
Prospect Appointee of Mayor Roberts

Board / Commissions Disclaimer

Gregory S Williams
Page 3 of 5

Gregory S Williams
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:
List any boards you are currently serving on:

Charlotte-Meck Black Chamber of Commerce

List any boards you have served on in the past:

National Association of Black Sports Professionals - Charlotte Chapter

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), Community Relations Committee (O)

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

I have a sincere interest in the development, and betterment of the communities in Charlotte as a whole. As a leader in the Black business community, I want to help my sector understand the importance of doing business with others, the right way.

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

+Born and raised in Charlotte +8 year member of Black Chamber of Commerce; 3 year Board member +Director of Economic Development for Black Chamber of Commerce +Political Science Background

Self

Current Employer:

Years in current position:

Job Title:
Brief description of duties:

Other employment history:

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?
- Yes ☐ No ☑
If yes, please explain complete disposition:

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?
- Yes ☐ No ☑
If yes, please explain conflict:

Graduate School
Education:

Additional Education History:

Spouse's Name:

Spouse's Employer:

Spouse's Job Title:

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

If you selected 'Other', please explain:

Board Specific Questions

Question applies to 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:
Nominations to the Charlotte Housing Authority

**Action:**
Nominate citizens to serve as specified.

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

**Explanation**
- One appointment for a partial term beginning immediately and ending December 17, 2018.
  - William Scurry has resigned.

- One appointment for a partial term beginning immediately and ending January 17, 2019.
  - Dimple Ajmera has resigned.

**Attachment(s)**
Charlotte Housing Authority Applicants
**CHARLOTTE HOUSING AUTHORITY BOARD (B/O)**

**BOARD DETAILS**

<table>
<thead>
<tr>
<th>Size</th>
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<tr>
<td>Term Length</td>
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</tr>
<tr>
<td>Term Limit</td>
<td>2 Terms</td>
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</table>

The Charlotte Housing Authority (CHA) serves those Charlotte families from diverse social and economic backgrounds with housing needs requiring the services provided by the Authority. Its mission is to support and assist these families to enhance their quality of life while requiring those who are capable or who can develop capability to transition from dependency to self-sufficiency and economic independence.

The CHA Board of Commissioners set policies that govern the operations of CHA and chart the direction of current and future programs. This board ensures that the CHA operates within the law and according to HUD regulations. New policies or acts of business requested by the CEO must first be approved or authorized through the Board of Commissioners before they are put into practice.

<table>
<thead>
<tr>
<th>COMMITTEE MEMBERS</th>
<th>7 Members (2 by Mayor, 5 by City Council; at least one appointee must be a resident of assisted housing)</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEMBERSHIP</td>
<td>Nominees are subject to a state criminal background check. Appointees must take an oath of office and are subject to City Council’s Attendance and Anti-Harassment Policies and Code of Ethics, Gift Policy and Disclosure Requirements for members of boards.</td>
</tr>
</tbody>
</table>

| MEETING INFORMATION | Meeting Day: 3rd Tuesday monthly  
Meeting Time: 5:30 p.m.  
Meeting Location: 400 East Blvd  
Time Commitment - 3 hours per month |
<table>
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<tr>
<th></th>
<th></th>
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<tr>
<td>ADDITIONAL INFORMATION</td>
<td>Website: <a href="http://cha-nc.org/about/commissioners">http://cha-nc.org/about/commissioners</a></td>
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**BOARD HISTORY**

**BOARD DOCUMENTS**

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<th>N/A</th>
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</table>

**BOARD ROSTER**

| LUCY BROWN | 1st Term  
Dec 18, 2015 - Dec 17, 2018  
Office Charlotte Housing Authority, 400 East Boulevard  
Position Board Member  
Category Low Income Housing Resident  
Appointed by City Council |
|-----------------------------------------------------------|
| HAROLD COGDELL, JR. | 1st Term  
Dec 18, 2015 - Dec 18, 2018  
Office Charlotte Housing Authority, 400 East Boulevard  
Position Board Member  
Category None  
Appointed by Mayor |
| SHIRLEY L FULTON | 1st Term  
Dec 18, 2015 - Dec 18, 2018  
Office Charlotte Housing Authority, 400 East Boulevard  
Position Board Member  
Category None  
Appointed by City Council |
| SHEILA JONES | 2nd Term  
Dec 18, 2014 - Dec 17, 2017  
Office Charlotte Housing Authority, 400 East Boulevard  
Position Chairperson  
Category None  
Appointed by City Council |
| JONATHAN L LAHN | 1st Term  
Aug 04, 2016 - Dec 16, 2017  
Office Charlotte Housing Authority, 400 East Boulevard  
Position Board Member  
Category None  
Appointed by Mayor |
| VACANCY | |
| VACANCY | |

Office Charlotte Housing Authority, 400 East Boulevard  
Position Board Member  
Category None  
Appointed by City Council  
Dais Seat  d ajmera
**Profile**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Tel</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cornelius E Anderson Jr</td>
<td></td>
<td></td>
<td><a href="mailto:cea1222@gmail.com">cea1222@gmail.com</a></td>
</tr>
</tbody>
</table>

**Address**

- **1113 Swearngan Ridge Court**, Charlotte, NC 28216

**Contact Information**

- **Home**: (980) 265-1371
- **Mobile**: (919) 282-7356

**Political Affiliation**

- **Democrat**

**Additional Information**

- **Race**: African American
- **Gender**: Male
- **Date of Birth**: 12/22/1957
- **Birthplace**: Charlotte, NC
- **Years in current position**: 1 year

**Background and Experience**

- *Background and Experience details*:

**Questions**

- **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 Housing Authority Board (B/O)

**Other Information**

- **Dominion Fellowship Worship Center**
- **Job Title**: Pastor
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 three 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 one year.

Rosalyn R. Anderson

Spouse's Name:

Federal Employee

Spouse's Employer

Medical Coder

Spouse's Job Title

City of Charlotte Website

How did you find out about the Charlotte Board's and Commissions vacancies?

NA

If you selected "Other", please explain:

Board Specific Questions

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

No

Are you a low income housing resident?

NA

If you selected "Other" please explain

NA

If you selected "Other", please explain:

Boards /Commissions Disclaimer

Cornelius E Anderson Jr

Page 3 of 5

Cornelius E Anderson Jr

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

Cornelius E. Anderson, Jr.
Please type your name below.
List any boards you are currently serving on:
- Waste Management Advisory Board, County appointee

List any boards you have served on in the past:
- only a couple of Charter Commissions and Bond Committees for City. Many years ago, I was on the Redevelopment Commission...when there was a Brooklyn

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

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

Which Boards would you like to apply for?
- Charlotte Housing Authority Board (B/O)

Why are you interested in serving on these boards/committees?
- I have always wanted to be on the CHA board and have had interest in low-income housing for many years and have the time now. I also was employed for a short time by the Community Relations Committee and worked with housing discrimination and low income neighborhoods and schools.

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

See above

---

**self Linda Ashendorf Public Affairs**

Current Employer:

18 years

Years in current position:

my own company

Job Title:
Brief description of duties:

I represent businesses with local government

Other employment history:

Spanish Teacher, CMS and Charlotte Catholic Social Services; Specialist C-M Community Relations Committee SYNCO Properties, Investment Real Estate BFI Waste Services, full time; purchased by Allied Waste and Republic Waste for whom I consulted for 18 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:

College

Education:

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

Additional Education History:

Registered Rep with SEC at one time, Series 5 Lifelong learner with seminars

deceased

Spouse's Name:

was self-employed lawyer

Spouse's Employer

lawyer

Spouse's Job Title

Other

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

I keep up with everything

If you selected "Other", please explain:

Board Specific Questions

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

No

Are you a low income housing resident?

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:

__________________________

Linda C Ashendorf
List any boards you are currently serving on:

Diversity Committee

List any boards you have served on in the past:

Fair & Affordable Housing Advisory Council Legislative Public Policy Group African American Sub-council Education Advisory Group

Have you completed the City's Civic Leadership Academy?

☐ Yes  ☐ No

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

Which Boards would you like to apply for?

Business Advisory Committee (E), Charlotte Housing Authority Board (B/O), Community Relations Committee (O), Privatization/Competition Advisory Committee (E)

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

My interest in serving on the boards/committees is to help strengthen ties between our citizens and the city council; to work with board members in keeping city council abreast of conditions in the community; to be a voice from the community working with board members to bring positive change that will benefit our city as a whole.

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

I am objective; respect the opinion of others; collaborate with others to accomplish positive results. In addition, I am a respected member of our community and desire to serve my community.
Brief description of duties:
Consult with clients in selling, purchasing and investing in property in the City of Charlotte. Manage the accounting department.

Other employment history:
ReJoyce Realty Group, LLC McGary & Associates Real Estate

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:
Accounting (Master) - Keller Graduate School of Management/DeVry University (2015) Accounting (BA) - Belmont Abbey College (2014) Business Management (BA) - Belmont Abbey College (2014)

Divorce
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 Business Advisory Committee (B).

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

Question applies to Charlotte Housing Authority Board (B/V). None

Are you a low income housing resident?

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

Joyce A. Baines-Eccles

Please sign 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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

As a native Charlottean and a professional who has been involved in commercial real estate for nearly 11 years I believe I am a strong candidate for the Charlotte Housing Authority Board. Since moving back to Charlotte after college and over 15 years ago I have witnessed substantial development and growth of the Queen City. The businesses and corporations that have rooted themselves in Charlotte, as well as a strong sense of family and community have helped bolster the growth of the city and it’s neighborhoods. My strong beliefs for promoting diverse communities and my thorough understanding of Charlotte’s history will be advantageous to the board. Having worked in commercial real estate over the past decade I believe I can assist in decisions that will help promote communities that maintain a balance for people of various types of economic and social classes. It is imperative to provide housing opportunities for individuals with varying income levels in order to encourage diversity and unity within communities. As a young professional female I also believe I can provide different insights and collaborate with the board.

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

As previously mentioned, I have 11 years in commercial real estate and have an array of qualities that I believe will lend themselves to helping on the board. I understand the efforts that it takes to develop and successfully complete a projects as well the challenges that a developer and a neighborhood faces with new construction.
Years in current position:

Broker/Consultant

Job Title:

Brief description of duties:

Senior real estate manager with 11 years of broad-based experience in retail, office, and multi-family property sectors. Proficient in financial analysis and reporting, leasing, managing acquisitions and dispositions, and supporting large-scale development projects.

Other employment history:

QuietStream Financial - Vice President - (2014-2017) Privately held parent corporation of a group of businesses offering investor management and commercial real estate technology (Investment Management Services), CMBS underwriting (Great River Capital Mortgage/Fairview Real Estate Solutions), market analysis (The QuietStream Network), defeasance, and other asset management services. Kimco Realty, Inc. - Leasing Associate (2010-2014) One of North America’s largest shopping center operators, with owner interests in 727 centers (107 million square feet in leasable space) across three countries. Harris Development Group, LLC - Commercial Real Estate Broker - Independent office providing CRE redevelopment, mixed-use development, and retail leasing services.

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 NORTH CAROLINA AT CHAPEL HILL: BACHELOR OF ARTS DEGREE, 2002

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 Charlotte Housing Authority Board (B/O).

No

Are you a low income housing resident?

If you selected ‘Other’ please explain

If you selected ‘Other’, please explain:
Boards / Commissions Disclaimer

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

Please check this box after reading the above disclosure statement:

☑️ I Agree

Aynsley S Brockway

Please type your name below:

Aynsley S Brockway
City Of Charlotte Boards & Commissions

Profile

Alyssa E Brown
First Name Middle Initial Last Name
Email Address: alyssaebrown@gmail.com
Street Address: 707 Seigle Ave
City: Charlotte, NC
Postal Code: 28204

List any boards you are currently serving on:
Board Member, Hebron USA

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 Housing Authority Board (B/O)

Why are you interested in serving on these boards/committees?
I am passionate about making Charlotte a wonderful place to live for all of its residents and believe housing is the biggest driver in dividing our community into the have-nots. The City Council has made affordable housing one of its main priorities, which is a huge step forward, but there is still confusion among the general public about how great the need is as well as pushback when affordable or mixed-income projects are proposed near more affluent neighborhoods. Real estate and development companies are also not motivated to build affordable housing units, even with incentives offered by the City and County. I have some innovative ideas for how to address these challenges, and hope to contribute them to the conversation about how to make Charlotte a more inclusive city for all of its residents.

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: (336) 407-1936
Primary Phone

Alternate Phone

District 1
What district do you live in?

Ethnicity
Caucasian/Non-Hispanic

Political Party
Female

Gender
Date of Birth
12/05/1990

Are you a registered voter of Mecklenburg County?
Yes ☐ No ☑
Please describe any background or abilities that qualify you to serve on these boards/committees.

I recently received my Masters degree in Public Administration from UNC Charlotte in which I gained the skills to manage, execute strategies, and evaluate programs in nonprofit settings. For my thesis, I studied affordable housing and its relationship to crime in Mecklenburg County. My research showed many successful models for affordable housing as well as predictors for crime in the community (of which subsidized housing is not one). Additionally, I have volunteered for the Mecklenburg County Point in Time Count for the past three years, and was a contributing author in the 2015 report, so I have a great awareness for the state of homelessness in the community. The most important factor that qualifies me to serve on this board is that I am a resident of an affordable housing community (Vistas at 707). Thanks to this community, I am not buried in debt from student loans and have enough money each month to make a payment on a car I was forced to buy last year. The development that I live in is made up of a diverse population with individuals and families of different sizes, backgrounds, races, ages, and religions living in one area. This is a microcosm of what I believe Charlotte neighborhoods could eventually look like.

Charlotte Works
Current Employee:

5
Years in current position:
Research and Performance
Manager
Job Title:

Brief description of duties:

Perform labor market research to determine high-growth industries and occupations in Mecklenburg County; monitor and track monthly performance goals of NCWorks career centers and youth employment providers; create and maintain dashboards that show progress overtime as well as the state of workforce within the community; provide data for and/or write articles relating to trends in workforce development

Other employment history:

Charlotte Chamber, Director of Internal Research from May 2015-November 2016. Duties included researching targeted industries for economic development, maintaining industry databases, writing content for publications, fliers, and brochures, and responding to research requests from Charlotte-area businesses. UNC Charlotte Urban Institute, Graduate Research Assistant from August 2014-May 2015. Duties included assisting with qualitative and quantitative research projects, researching available grants, writing literature reviews, and assisting with data collection.

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:

Masters in Public Administration, UNC Charlotte, Received May 2016 Bachelors in Political Science, Virginia Tech, Received December 2012

N/A
Spouse's Name:

N/A
Spouse's Employer

N/A
Spouse's Job Title

Social Media

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

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

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

Yes

Are you a low income housing resident?

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
Profile

Dorian Carter

Email Address: doriancarter@gmail.com

Street Address: 4421 Gatesmills Avenue
City: Charlotte
State: NC
Postal Code: 28215

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: (980) 395-3322
Mobile: (980) 395-3322

District 5

What district do you live in?

African American

Ethnicity

Political Party: Male

Gender: Date of Birth: 00/00/1970

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:

Small Business and Entrepreneurship

Have you completed the City's Civic Leadership Academy?

☐ Yes ☐ No

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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O), Charlotte Water Advisory Committee (E)

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

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

I own a Commercial Real Estate Development and Consulting Firm that operates throughout the state of North Carolina in several different municipalities. Member of Charlotte Chamber Land Use Committee, Past Chair of Nonprofit Group F.A.R.M.S. that support farmers across the southeast U.S., President of Fuller Dudley Mastermind Business Group - Charlotte a Economic Development advocacy nonprofit group.

Real Estate Developer

Current Employer:

Years in current position:

Job Title:
Brief description of duties:

Other employment history:

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

☐ Yes ☐ No

If yes, please explain complete disposition:

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

☐ Yes ☐ No

If yes, please explain conflict:

Graduate School

Education:

Additional Education History:

Spouse's Name:

Spouse's Employer:

Spouse's Job Title:

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

If you selected 'Other', please explain:

Board Specific Questions

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

Are you a low income housing resident?

Question applies to Charlotte Water Advisory Committee (E).

Real Estate Development Industry Representative-W

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:

Dorian L Carter
List any boards you are currently serving on:

Council for Children's Rights

List any boards you have served on in the past:

N/A

Have you completed the City's Civic Leadership Academy?

☐ Yes ☐ No

N/A

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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

I have years of experience in the mortgage banking industry and I have also spent many years serving Charlotte's community to ensure fair and equitable availability of resources. The Housing Authority Board is most aligned with my experience and best suits my passions. I have lived in Charlotte for 5 years now, and bought a home almost 2 years ago. As I've become more involved in our city's development, it became immediately apparent that one of the most pressing issues in our growing city is access to affordable housing. I remain concerned that lower income residents are being pushed out of their homes without options to relocate. I am also concerned that the emerging neighborhoods do not adequately represent the diverse social and economic population existing within our city because of inflated home values.
Please describe any background or abilities that qualify you to serve on these boards/committees.

I am a mortgage industry professional, currently specializing in fair lending and UDAAP. I also have experience with agency loans and am familiar with HUD regulations as well. I am currently serving my second year on the board of the Council For Children's Rights which advocates for legal and social justice of Mecklenburg county's children. I began as a volunteer for this organization because I believed in the mission. Now, as a Board Member, I enjoy interacting with staff and supporters, raising funds and assisting the organization in growth and development. I am a leader within the Junior League of Charlotte which is a women's organization focusing on the needs of our city's children and families. I was recently nominated and selected to serve as Risk Manager. In this role, I will assist the organization in mitigating legal and insurance risk across all committees and volunteer events. Through the Junior League, I have also led several volunteer opportunities in partnership with Alexander Youth Network, Ronald McDonald House and Reid Park Academy. This organization has allowed me to travel to several different Charlotte neighborhoods and meet local families from a variety of backgrounds. I am an advocate for our community and welcome the opportunity to assist our city as a member of the CHA.

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:

U.S Bank
Current Employer:

9 months
Years in current position:

Fair and Responsible Banking Risk
Compliance Consultant
Job Title:

Brief description of duties:

I focus on legal consumer protection. Specifically, I work with business lines to ensure adherence to Dodd-Frank provisions and CFPB enforcement actions and guidance. I am familiar with the fair lending regulations including, TILA, ECOA, FHA etc. My focus is to minimize the bank's exposure to fair lending and UDAAP risks by monitoring the implementation of controls necessary to protect consumers from financial and discriminatory harm.

Other employment history:

Previously, I worked for RoundPoint Mortgage as the Foreclosure Litigation Supervisor. In this role, I managed a team of Associates responsible for the legal resolution of defaulted nationwide residential mortgages, many of which were agency loans. My goal was to seek legal resolution of defaulted loans either by loss mitigation (deed in lieu, modification etc.), settlement (bankruptcy or otherwise) or jurisdictional foreclosure. I worked closely with both the Legal and Compliance departments to mitigate risk and ensure timely and efficient resolution for our borrowers. I also traveled nationwide to attend settlement conferences, foreclosure hearings and mediations. Prior to law school, I worked for large New York law firms as a Paralegal, with a focus on Real Estate and Bankruptcy.

Graduate School
Education:

Additional Education History:

B.A. - Emory University J.D. - University of Pittsburgh

Errol Christian
Spouse's Name:

Wells Fargo
Spouse's Employer:

Investment Banker
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:

Dana Christian  Page 3 of 6  Dana Christian  Page 4 of 6
Board Specific Questions

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

No
Are you a low income housing resident?

N/A
If you selected ‘Other’ please explain

N/A
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
**Profile**

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Initial</th>
<th>Last Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roberta</td>
<td>L</td>
<td>Clark</td>
</tr>
</tbody>
</table>

**Email Address:** clark@qfhotels.com

<table>
<thead>
<tr>
<th>Street Address</th>
<th>Suite or Apt</th>
</tr>
</thead>
<tbody>
<tr>
<td>P O Box 241841</td>
<td></td>
</tr>
</tbody>
</table>

**City:** Charlotte  
**State:** NC  
**Postal Code:** 28224

**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:**

2021 Harvest Lane, Charlotte, NC 28210

**Mobile:** (704) 619-3569  
**Home:**

**District 2**

**African American**
**Ethnicity**

**Prefer Not to Say**
**Political Party**

**Female**
**Gender**

07/26/1972  
**Date of Birth**

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

**List any boards you are currently serving on:**
- No

**List any boards you have served on in the past:**
- No

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

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

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

- Charlotte Housing Authority Board (B/O)

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

Offer Bipartisan voice

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

Served on different committees at work. I have volunteered my time to help others. I want to make sure everyone has a fair chance.

**GF Management**

**Current Employer:**

14  
**Years in current position:**

**Night Manager**

**Job Title:**

**Brief description of duties:**

Accounting, in charge of building security, Manager on Duty for the building
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

Email

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

Board Specific Questions

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

No

Are you a low income housing resident?

If you selected ‘Other’ please explain:

If you selected ‘Other’ please explain:

Boards / Commissions Disclaimer

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

I Agree

Roberta Clark

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

National Women's Leadership Association

List any boards you have served on in the past:

Have you completed the City's Civic Leadership Academy?

☐ Yes ☐ No

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

Which Boards would you like to apply for?

Business Advisory Committee (E), Charlotte Housing Authority Board (B/O)

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

Filling the position on the Business Advisory Committee will allow me to continue working with local business owners who need corporate structure when starting their business. As a person who grew up in public housing, I feel sitting on the Charlotte Housing Authority Board will allow me to pay it forward to current residence. I want to show others that you can make it out of your circumstances with hard work and education.

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

I am President and Chief Executive Officer of CC Global Consulting, a business advisory firm that provides businesses with outsourced leadership. In addition, I am Founder of National Women's Leadership Association. NWLA stands on the "Power of Women in Business" - social networking events, education seminars, and business resources. I have been featured in Charlotte Who's Who, Disney Social Media Mom and multiple business blogs. I am married with 3 children.

Marcelle Collins Clyburn, LLC d/b/a CC Global Consulting

Current Employer:

1

Years in current position:
President & CEO

Brief description of duties:

I am currently responsible for all aspects of CC Global Consulting business in the Charlotte, NC, including operations that will expand to Dallas, TX in 2018. My responsibilities include providing strategic leadership for the company by working with the Board and other leadership team members to establish long-range goals, strategies, plans and policies.

Other employment history:

In my 15 year career with SCOR Global Life America as Senior Suspense Management Analyst, my accomplishments and responsibilities include: Major Accomplishments • Expanded the Suspense Management role to include all balance sheet accounts for both IFRS and STAT. • Worked extensively with various executives in the organization on implementation projects that enabled the company’s processes and systems to compete globally. • Traveled to multiple client sites, representing the organization in a professional manner. • Trained the Value Added Services/AEGON TPA Majesco Mastek’s general accounting department. Current Responsibilities Financial Reporting Prepare, examine, and analyze complex monthly accounting records to ensure accuracy and conformance to reporting and procedural standards. • Quarterly, prepare senior management reports for all SCOR US and International legal entities for both STAT and IFRS balances sheet accounts, as outlined in the Financial Statement Close process. • Quarterly, prepare senior management reports for all AEGON legal entities for both STAT and IFRS balance sheet accounts, as it relates to the SCOR AEGON TPA relationship, outlined in the Financial Statement Close process. • Quarterly, prepare aging reports for SGLUS and SGLDE legal entities to complete the Senior Management Clearance Package, as outlined in the Financial Statement Close process. • Manage the financial reporting process of Value Added Services TPA (IAS) by reviewing and sign-off on all month-end reports such as bank reconciliations and suspense reports. Audits/Internal Controls • Responsible for preparing General Accounting Department work papers for financial, operational and compliance audits during quarterly and annual SCOR E&Y external audit. • Responsible for preparing General Accounting Department work papers for financial, operational and compliance audits during quarterly and annual AEGON PWC external audit. Internal Customer Support • Collaborate with the SCOR Legal Entity Accountants on preparing analysis for any I/O and general ledger blocking control issues, booking balance sheet adjustments, and preparing BFC aging reports. • Review work papers and sign-off on journal entries created by Cash Accountant prior to review/approval by the Legal Entity Accountants & Senior Management. • Coordinate with the International Accountant regarding the annual cash movement of the foreign exchange balance on AEGON balance sheet. • Collaborate with the AEGON TPA department on all projects to ensure suspense management process and procedures are established, per the TPA Agreement. • Collaborate with the AVP of VAS on any TPA reporting issues and concerns to ensure they continue to meet Service Agreement standards/procedures. Financial Systems • System administrator for the Third Party Administrator JP Morgan Chase banking software platform. • Coordinate with the bank to communicate any module configuration, process documentation, training, implementation, and upgrades of each system. • Manage user access requests for new and existing employees for VAS TPA banking systems. Past Responsibilities that were performed with main suspense role (some responsibilities are ongoing and others at special request during projects) Financial Reporting • Monthly, prepared Phase 1 of the Work in Progress and Premium Accrual analysis reports for the Premium Accountant. • Quarterly, prepared Phase 1 of the Budget and Expense Analysis reports for the Expense Accountant. • Annually, summarized monthly financial statements for the Loan Requirement, and coordinated retrieving the annual Certified Partnership Form 1065 Schedule K-1 for US income tax reporting for prior TPA (Majesco Maskek). Financial Systems • Charlotte Division System Administrator for Suspense Management Reconciliation application Recon Plus; facilitate data import/export, access requests, and designed Crystal Reports. Additionally, the system administrator for Third Party Administrator banking software platforms (Bank of America Direct and US Bank Singlepoint). • Responsible for initial fact-finding, module configuration, process documentation, training, implementation, and upgrades of each system. • Assist with the hands-on functional support and maintenance of suspense management application. • Managed user access requests for new and existing employees in the Charlotte division for suspense and TPA banking systems. Audits/Internal Controls Instrumental in creating US division Sarbanes-Oxley Guidelines business process documents for Suspense Management and Private Label Third Party Administration block of business. Ensuring optimal procedures and workflow are documented and tested on a quarterly basis. • Prepare quarter SOX certifications forms, wrote exception memorandum, and gather evidence related to controls reviewed and maintained by other departments. • Designed and developed the third party administration internal controls process and general lender procedures to ensure the processing of SCOR’s external client block of business followed SOX guidelines. Internal Customer Support • Trained AEGON TPA Majesco Maskek general accounting staff to perform bank and suspense reconciliations and analysis. • Coordinated cash movement of TPA monthly settlement statements for VAS clients. • For two years, travelled extensively with both the AVP of VAS and VP of AEGON Treasury to build banking relationships for VAS new business.

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:

marcille C collins Page 3 of 6

marcille C collins Page 4 of 6
Additional Education History:

I strongly believe in furthering my education through training. Some of the training include: • Brooke Seminars o International Financial Reporting Standards for Insurance Companies o Generally Accepted Accounting Principles o Life Accounting & Financial Reporting • Project Management for Non-Financial Managers • International Business Management • SAP Business Objects • Business Objects Financial Reporting • Microsoft Office Suite • Oracle - Peoplesoft • ProcessModel • Crystal Reports

Alvin D Clyburn
Spouse's Name:

Marcelle Collins Clyburn, LLC
Spouse's Employer

Chairman of the Board
Spouse's Job Title

Social Media
How did you find out about the Charlotte Boards and Commissions vacancies?
Harold Cogdell Jr and I are Facebook friends. He posted

If you selected 'Other', please explain:

Board Specific Questions

If you selected 'Other', please explain:

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?

Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

I Agree

Marcelle Collins Clyburn
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?

mayı

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

Which Boards would you like to apply for?

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

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

Yes

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

Hands-on Producer effective at bringing projects from concept to reality. Dynamic and highly qualified owner of Tax business, for over 20 years,. Community mentor to over 30 boys, foster and adoptive parent. Produced radio and TV commercials for at risk kids. Produced radio show aimed at keeping kids in school and out of trouble. (W3IV Real Talk with Pops)

Kirk Davis
Brief description of duties:
Served clients, with tax needs. Individual and business. Assisted with Audits and other complex issues with Internal Revenue Service.

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

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?
☐ Yes ☐ No

If yes, please explain complete disposition:

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?
☐ Yes ☐ No

If yes, please explain conflict:

College
Education:

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

Additional Education History:

Spouse's Job Title

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

If you selected 'Other', please explain:

Board Specific Questions

Question applies to Business Advisory Committee (E).

Financial Services Sector
Which industry sector, if any, do you 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 Neighborhood Matching Grants Fund

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

If you selected "Other" please explain

If you selected "Other", please explain:
Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

Kirk Davis
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**

**Financial Services Sector**

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

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

- ☐ Yes ✗ No

Are you a low income housing resident?

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

- ☐ Yes ✗ No

Have you graduated from Citizen’s Academy?

Question applies to Housing Advisory Board of Charlotte-Mecklenburg.

- ☐ Yes ✗ No

Which category, if any, do you fall under?

**Community representative**

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

- ☐ Yes ✗ No

Which category, if any, do you fall under?

**None of the Above**

Question applies to Neighborhood Matching Grants Fund.

- ☐ Yes ✗ No

Which category, if any, do you fall under?

**Business representative**

Question applies to Neighborhood Matching Grants Fund.

- ☐ Yes ✗ No

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

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

I Agree

Please type your name below:

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

I am currently not serving on any boards.

List any boards you have served on in the past:

Midlands Area Consortium for the Homeless, Board Member and Evaluation/Grants Committee Member 2010 – 2012 Greater Waverly Foundation, Board Member 2008 – 2011

Have you completed the City’s Civic Leadership Academy?

☒ Yes ☐ No

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

I am interested in serving on the Charlotte Housing Authority (CHA) Board of Commissioners because I want to ensure access to affordable, safe, decent housing for Charlotte residents. I am also committed to increasing awareness of the need for affordable housing and how it expands access to opportunities for economic mobility. As a board commissioner, I will also be able to give back to my community and bring my expertise in managing programs funded by the U.S. Department of Housing and Urban Development.

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

I have eight years of experience in working with affordable housing projects for low and moderate income individuals funded by the U.S. Department of Housing and Urban Development, Community Development Block Grant (CDBG) program. I managed CDBG funded projects that provided downpayment assistance to assist individuals in purchasing a home and housing rehabilitation to bring owner-occupied houses up to local and state building codes. I previously served as a board member for the Midlands Area Consortium for the Homeless (MACH). The MACH provides programs and services for the homeless population in Richland and Lexington Counties in South Carolina. Additionally, I have 15 years of experience in grant development, administration and compliance methods and practices of federally funded programs. I also have a Master’s degree in Public Administration from the University of South Carolina.
Central Piedmont Community College
Current Employer:

3
Years in current position:

Director, Grants Development and Performance
Job Title:

Brief description of duties:

I am currently the Director of Grants Development and Performance for Central Piedmont Community College's Government Relations and Grants Department. I am responsible for facilitating strategic planning for the development of grant proposals to support education reform and plans for new and improved programs and services at the college.

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:

University of South Carolina, Columbia, SC Master of Public Administration, May 2002 Bachelor of Science in Criminal Justice, May 1998

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 Charlotte Housing Authority Board (B/O).

No

Are you a low income housing resident?

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

Rhonda M. Dean

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

Submit Date: Oct 12, 2016
Status: submitted

## Profile

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<tr>
<th>First Name</th>
<th>Middle Initial</th>
<th>Last Name</th>
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<tbody>
<tr>
<td>Vanessa</td>
<td></td>
<td>Drew-Branch</td>
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<th>Is your mailing address the same as your home address?</th>
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<td>Date of Birth</td>
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<th>Are you a registered voter of Mecklenburg County?</th>
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<td>☐ Yes ☐ No</td>
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List any boards you are currently serving on:

List any boards you have served on in the past:

I have limited board experience. However, I have been member in a communities taskforce and university coalitions.

Have you completed the City’s Civic Leadership Academy?

☑ Yes ☐ No

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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

I am currently a social work instructor at UNCC and I believe that my professional background would serve as an asset to the board. My background is in social justice, diversity and advocacy.

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

I believe that my professional training as a social work and advocate could provide benefit to the board in helping to address the housing challenges Charlotte is facing.

University of North Carolina
Charlotte

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<th>Current Employer:</th>
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<th>Years in current position:</th>
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<th>Faculty and BSW Program Director</th>
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<td>Job Title:</td>
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</table>

Vanessa Drew-Branch
Brief description of duties:

I currently provide course instruction to social work students. As BSW Program Director, I manage the implementation of the undergraduate social work curriculum.

Other employment history:

Prior to moving to NC, I owned and operated a mental health private practice with my husband. I also taught at West Virginia University and California University of Pennsylvania.

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:

BA - psychology California University of PA BS - Social Work California University of PA MSW - West Virginia University Graduate Certificate Public Health - West Virginia University Ed.D. West Virginia University

Elliott Branch Jr.

Spouse's Name:

DHHS Gaston County

Spouse's Employer

Social Worker

Spouse's Job Title

Word of Mouth

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

If you selected 'Other', please explain:

Board Specific Questions

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

No

Are you a low income housing resident?

If you selected 'Other' please explain:

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

Vanessa Drew-Branch  Page 3 of 5

Vanessa Drew-Branch  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:

Vanessa Drew-Branch
List any boards you are currently serving on:

None

List any boards you have served on in the past:

Charlotte Chamber of Commerce - East Corridor CMS Career Technology Education Department

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

I grew up experiencing challenges born and raise in Flint, MI, low income household, humble beginning and made it through obstacles that many would count me out. I am a woman small business owner that plans to impact our underserved communities.

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

I have an extensive corporate background worked in almost every division within the banking system. I am a community organizer worked for MoveOn.org the largest grassroots movement organization in the country, I have volunteer countless times for many organizations to name a few MYEP, Junior Achievement, United Way, Elevation etc. and have gone through Leadership Charlotte class 37 program that has inspired me to continue the mission to build sustainable inclusive environments within our community.

Global Impact Industries

Current Employer:

10 months

Years in current position:

President

Job Title:
Brief description of duties:

Responsible for leading the development and execution of Company short & long term strategies and goals. Provides project management and consulting for company development, operations and logistics. Identify brand marketing and publicity opportunities for clients, campaign events and services. Conceptualize business development strategies to yield profitable sales goals. Oversee and Facilitates client operations for campaign event staging platforms. Implements high level communication skills with extensive corporate alliances and connected consumers.

Other employment history:

Y Square Management, Previous Owner of a MWBE Management Firm servicing Media Landscape MoveOn.org, Mecklenburg County Campaign Organizer Quicken Loans, Mortgage Lender JP Morgan Chase, Mortgage Lender & Consumer Lender Bank of America, Private Lending Administrator Bank of America, Commercial Lending Administrator Bank of America, Personal Banker

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:

American Express -Urban Rebound Count Me In Program Top 10 Small Business Awardee received 9 month Executive Level Coaching Michael Scott Mater Foundation- Green Business Planning Program 4 month training and certificate

Spouse's Name:

Spouse's Employer

Spouse's Job Title

Other

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

Leadership Charlotte

If you selected 'Other', please explain:

Board Specific Questions

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

No

Are you a low income housing resident?

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

If you selected 'Other' please explain:

If you selected 'Other', please explain:

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

Please check this box after reading the above disclosure statement:

I Agree

Kimberly M. Edmonds

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

none

List any boards you have served on in the past:

community grant city of charlotte

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

Which Boards would you like to apply for?

Charlotte Area Fund Board Of Directors (O), Charlotte Housing Authority Board (B/O)

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

I am a retiree of 27 years Charlotte area Transit an know the city, I have worked on the Neighborhood grant committee, worked with the city of charlotte Neighborhood Key Business department. Help Revitalize the Belmont Community, Started Crime watch programs, work with CMPD, attended most of programs dealing with the city and a lot of neighborhood programs. Organized an brought The Belmont Neighborhood from Fragile to where it is now. An I really just want to do volunteer work at this time.

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

completion of Certificate of Achievement city of charlotte, completed community University, Belmont Leadership and capacity building training.. certificate of achievement money management, life skills, consumer credit services, consumer education, and home maintenance.

Retired

Current Employer:

n/a

Years in current position:

Charlotte transit Bus Operator

Job Title:
Brief description of duties:

drive the city bus

Other employment history:

CMS school bus driver, library assistance, pipe fitter, grant writing in neighborhoods,

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 Charlotte Housing Authority Board (B/O).

No

Are you a low income housing resident?

n/a

If you selected 'Other', please explain

n/a

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

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

Submit Date: Sep 29, 2016
Status: submitted

Profile

Shamece

Firms

First Name

Middle Initial

Last Name

Email Address

srfirms@yahoo.com

Street Address

Suite or Apt

4706 Belmar Place Road

Charlotte NC 28269

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) 726-3103

Home: Alternate Phone

District 2

What district do you live in?

African American

Ethnicity

Political Party

Female

Gender

04/15/1987

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 Housing Authority Board (B/O), Historic Landmarks Commission (O)

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

I am interested in serving on these boards because I am looking to become more involved with my city and the community.

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

Since graduating college, I have been involved in the housing and mortgage industry. I believe my knowledge and experience working with people to resolve their issues would make me a great contributor to any board.

Brock & Scott, PLLC

Current Employer:

4

Years in current position:

Bankruptcy Assistant Manager

Job Title:
Brief description of duties:
My duties as the Assistant Manager is managing a group of 10 Legal Assistants and also creating any process of procedural changes.

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:

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 Housing Authority Board (B/O):

No
Are you a low income housing resident?

If you selected 'Other' please explain:

Boards / Commissions Disclaimer

Spouse's Name:

Spouse's Employer:

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

Please check this box after reading the above disclosure statement:

☐ I Agree

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

QUALITY IMPROVEMENT COMMUNITY MENTAL HEALTH EXPERIENCE  North Carolina Department of Health and Human Services, Division of Mental Health, Developmental Disabilities, and Substance Abuse Department Waiver Advisory Committee (DWAC), 2013 - 2015, 3 Year Reappointed Term in 2015 - 2018 Implementation / Operational Phases of the 1915 b/c Medicaid Waiver Ongoing LME MCO Operations Review Quarterly and Annual Report Summaries of LME MCO Performances Provide Consultation around Local and Statewide System Goals, Review Outcome Measures and Trend Data Make Recommendations to North Carolina Division of Mental Health Regarding Needed Services to MR/IDD/MH/and SA Population Review Proposals, Budgets, Legislations, Bills, and Research Outcome Data Attend Quarterly Meetings in Raleigh, North Carolina  North Carolina State Consumer and Family Advisory Committee (CFAC), 2015 to present, Reappointed 3-Year Term by North Carolina Secretary.Wos Advocate for Consumers and Their Families for improved services Make Recommendations to assist in implementation of delivery of services Review and Analyze Reports, Legislations, and Information Receive Findings by Local CFACs Regarding Ways to Improve Services Participate in All Quality Improvement Measures and Performance Indicators Make Recommendations regarding the Service Array and Monitory Development of Additional Services Review and Comment on Area Authorities and County Budget  North Carolina State Consumer and Family Advisory Committee (CFAC) State Budget and Service Gap Committee Chairperson, 2015 to 2018 Review Statistical Data on Areas of Gaps in Services and Continuum of Care Identify Gaps in Services Make Presentations and Recommendation to Decrease Gaps in Services Review NC TOPPS Data and Other Data Bases and Reports Review the Governor’s Budget in Relationship to Mental Health and Make Recommendations  Mecklenburg County Community Collaborative, 2014 to present Made Recommendations to Assist in Development of Services for the Mental Health, Substance Abuse, and Disabled Population Developed and Implemented County Wide Training Programs  Mecklenburg County Community Collaborative Service Gap Co-Chair, 2014 to present Review Statistical Data on Areas of Gaps in Services and Continuum of Care Identify Gaps in Services around the State Make Presentations and Recommendation to Decrease Gaps in Services Review NC TOPPS Data and Other Data Bases and Reports  Charlotte Meck / Cardinal Innovations Mecklenburg County CFAC Representative for North Carolina State CFAC, 2013 to present State CFAC Representative for Charlotte Geographical Region Ensure Charlotte CFAC is in alignment with State CFAC and Legislation Provide Technical Assistance to Local CFACs in implementing their duties Attend Monthly Meetings in Charlotte, North Carolina and Present Reports

List any boards you have served on in the past:

 North Carolina State Consumer and Family Advisory Committee (CFAC), 2013 to 2015, appointed 2-Year Term by North Carolina Secretary.Wos Advocate for Consumers and Their Families for improved services Make Recommendations to assist in implementation of delivery of services Review and Analyze Reports, Legislations, and Information Receive Findings by Local CFACs Regarding Ways to Improve Services Participate in All Quality Improvement Measures and Performance Indicators Make Recommendations regarding the Service Array and Monitory Development of Additional Services Review and Comment on Area Authorities and County Budget  North Carolina State Consumer and Family Advisory Committee (CFAC) State Budget and Service Gap Task Force Committee, 2013 to 2015 Review Statistical Data on Areas of Gaps in Services and Continuum of Care Identify Gaps in Services around the State Make Presentations and Recommendation to Decrease Gaps in Services Review NC TOPPS Data and Other Data Bases and Reports Review the Governor’s Budget in Relationship to Mental Health

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O), Charlotte Water Advisory Committee (E), Citizens Review Board (B/O/E), Citizens’ Transit Advisory Group, Community Relations Committee (O), Housing Advisory Board of Charlotte-Mecklenburg, Planning Commission (O/E), Transit Services Advisory Committee

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

Hello! My name is Bonnie Foster and I am interested in serving on the City of Charlotte Planning Commission and other boards to help Charlotte become the Number #1 City! I am a 57-year old African American Female that is able to work between 30 plus hours per week on planning. I reside in County District 2. I have diverse experience in research, planning, development, data analysis, and Quality Improvement. I have the time and committed in helping to make Charlotte, not just the best city in the State of North Carolina; however, this Nation. It appeared my online application did not go through; therefore, I wanted to ensure you obtained. I am also attaching a copy of my Resume and Resume Attachment which you can see my dedication and commitment to humanity, society, and preservation of the highest quality of via means of housing, services, programs, events, environment, to name just a few. I look forward to helping our great city, Charlotte, in research, planning, and development!
Please describe any background or abilities that qualify you to serve on these boards/committees.

Pursuing a Career in Education, Behavioral Administration and Support Summary
Qualifications

Facilitated weekly trainings, Team Meetings, Monthly Supervision, and Monthly Staff Meetings, Tracked data • Researched, reviewed, coordinated, developed, and implemented delivery of services and assessed outcome data Evidenced Based Best Practices, Clinical, and Continuum of Care • Administered Clinical Intakes and Assessments. Analyzed data and developed Person Centered Treatment Plans • Coordinated services, networked and collaborated with other agencies, hospitals, Primary Care Providers, and team members; scheduled Medical/SA, and other deemed necessary appointments, completed NCTOPPS, ITRs, DLAs, SDQs, PCPS, Medicaid Verifications, and planned, scheduled and attended Team Meetings • Researched, incorporated, and implemented Evidenced Based Therapeutic/Cognitive Behavioral Interventions. Outcome Measurement, Analyzing Data, Quality Management and Improvement • Developed various protocols to assist in monitoring consumer progress toward their goals within treatment plans • Administered and analyzed various protocols and techniques to evaluate consumer and agency outcome • Developed Quality Improvement Plan, Planning and Development, Reports, Charts, and Recommendations VOLUNTEER / EMPLOYMENT EXPERIENCE Volunteer Experience • North Carolina Consumers and Family Advisory Committee Services and Budget Committee, 2015 - 2018 • North Carolina State Consumers and Family Advisory Committee, 3-year Reappointed Term, 2015 - 2018 • Mecklenburg County Community Collaborative Service and Needs Gap Chair, 2014 - present Graduate Internships (2500 Clinical Hours) • Clinical Psychologist Intern, Sallie B. Howard School of Arts and Education, Wilson, NC – 2002 – 2003 • Clinical Psychologist Intern, ALASE Center for Enrichment, Durham, NC – 2001 – 2002 Employment • Therapeutic Foster Care / Qualified Mental Health Professional, RalphHouse, Charlotte, NC (12/2015 – present) • Auditor/Weekend Manager, The Dunhill Hotel, Charlotte, NC (6/2016 to present) • Quality Improvement / Hope Wellness Center / (GP1) Charlotte, NC (4/2012 – 1/2013 and 10/2014 – 2/2016) • Qualified Mental Health Professional, Access Family Services, Gastonia, NC (6/2013 – 10/2014) • ACTT Qualified Professional (Part-time /15 hours week), BranMarc, Gastonia, NC (1/17/2013 - 7/15/2013) • Quality Mgr./ Day Tx Program Coordinator, Britton and Crump, Inc., Durham, NC – 3/15/2011 – 4/1/2012 • Quality Assurance Assistant, QP, Team Lead, Faith Works, Raleigh, NC-6/1/09 to 12/1/10 • Qualified Mental Health Professional, (Full to PT) A+ Absolute Care, Henderson, NC – 5/1/2008 – 8/30/2009 • Qualified Mental Health Professional, Life Skills Counseling, Raleigh, NC – 3/15/2004 – 3/30/2008 • Education / Family Law Case Coordinator (Part time), Exum Law Group, Raleigh, NC – 12/5/2005 – 5/30/2006

See Resume

Current Employer:

Bonnie S Foster

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Bonnie S Foster

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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 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.

Homeless/Formerly Homeless

Which category, if any, do you fall under?

Question applies to Charlotte Water Advisory Committee (E).

Neighborhood Leader

Which category, if any, do you fall under?

Question applies to Transit Services Advisory Committee.

Disabled citizen using Charlotte Transit

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

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

none

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 Business INClusion (CBI) Advisory Committee (O/E), Charlotte Housing Authority Board (B/O), Citizens Review Board (B/O/E), Civil Service Board (B/O/E), Domestic Violence Advisory Board (B/O), Housing Advisory Board of Charlotte-Mecklenburg

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

I am interested in helping the Charlotte community.

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

Legal Expertise Managerial/Leadership experience Excellent advocacy and communication skills

Citi Financial

Current Employer:

Years in current position:

Assistant Vice President

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:

Board Specific Questions

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

Financial representative

Which category, if any, do you fall under?

If you selected 'Other', please explain:

Additional Education History:

Undergraduate: UNCC: Double Major (English and Criminal Justice)

n/a

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?

Michelle Garner

Page 3 of 5

Michelle Garner

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

Michelle Garner

Please sign your name below:


List any boards you are currently serving on:

None

List any boards you have served on in the past:

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

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O), Privatization/Competition Advisory Committee (E)

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

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

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

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

Self Employed CPA, Douglas Kent Gentile, CPA

Current Employer:

20

Years in current position:

Owner:

Job Title:

Agenda Packet Page 180 of 423
Brief description of duties:
Management of Practice

Other employment history:
Teacher, Brockton Public Schools, Director of Finance, Brockton Housing Authority, Director of Administration, Charlotte Housing Authority

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?
☐ Yes ☐ No

If yes, please explain complete disposition:

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed?
☐ Yes ☐ No

If yes, please explain conflict:

Graduate School
Education:

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

Additional Education History:

Paula Gentile
Spouse's Name:

Douglas Kent Gentile, CPA
Spouse's Employer

Office Manager
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 Charlotte Housing Authority Board (B/O).

No
Are you a low income housing resident?

If you selected ‘Other’ please explain:

If you selected ‘Other’ please explain:

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

I Agree

Douglas K Gentile

Please sign 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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O), Community Relations Committee (O)

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

I have worked in my community in New York before my family relocated to Charlotte, NC six years ago. I love this city and feel there is a great deal to be proud of however, I feel that the city, like our country, has healing to do. In the past year, much of the attention on Charlotte has often been negative and has divided the city. I have come to know a strong vibrant city and call Charlotte home. I want to use my skills as an influencer to build relationships. As a community member, mother, sister, wife, and professional living and working in Charlotte, I have a genuine desire to serve on the Board.

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

I believe that my 15 years of human resource experience, collaborative communication, policy development, and conflict resolution, will benefit the Board and community. I would like to work to prevent discrimination because of race, color, religion, national origin, sex, family status or disability; and to ameliorate the effects of past discrimination, and to promote harmony among citizens of Charlotte and Mecklenburg County. I believe my conflict resolutions experience will be useful in human and community relations to promote the quality of opportunity for all citizens. I can use my skills working for global companies to assist in settling disputes and conflicts; improve race, ethnic and community relations; prevent discrimination; and improve communication among various community groups and individuals.
Years in current position:

HR Director

Job Title:

Brief description of duties:

Provide generalist support and executive coaching, guidance, and counsel to managers, directors, and key executives on talent planning, organizational change, recruitment, and human generalist support. HR lead to shape and execute HR strategy and company growth supporting leadership teams to plan, integrate and implement HR talent strategies improving business performance and enabling global functions’ ability to align and meet the organization’s strategy. Provide ongoing process and project leadership for global HR initiatives including compensation, organizational design, HR analytics and metrics, talent management, succession planning, talent mobility/exchange, performance management, talent acquisition, employee engagement, and leadership development. Balance strategic focus and tactical HR delivery to provide leadership Engineering, Supply Chain, Project Delivery, and Marketing

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:

Mark

Spouse’s Name:

retired Utility Worker

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?

☐ Yes ☐ No

If you selected ‘Other’, please explain:

Board Specific Questions

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

No

Are you a low income housing resident?

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:

Mary A Hale
List any boards you are currently serving on:

List any boards you have served on in the past:

University of Colorado, Environmental Center, Co-Chair (1998-99) Vermont Law School Board of Trustees, Student Trustee (2002-2004) Supportive Housing Communities, Expansion Committee, Member (2012-2015)

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

I am interested in bringing my passion and energy to the conversation around providing affordable housing to all residents of Charlotte. I believe stable, affordable housing is an important foundation for sustainable development in our community. Portions of Charlotte are undergoing rapid development and it is important that this development continues in a way that includes affordable housing. As a native North Carolinian, I moved to Charlotte after finishing business school to pursue a job in clean energy development for one of the largest utilities in the US. During my time at Duke Energy, I have worked to help promote development of cost-effective, clean energy resources including transmission, wind, solar and storage projects throughout the US. With my solution-oriented approach, I am interested in serving my community and in particular working to ensure the prosperity of the city reaches all districts and includes affordable housing. My wife, Zoe, and I are both active in developing clean energy solutions for our state and country because we care deeply about leaving our world better than when we found it. We are blessed with three wonderful children between the ages 3 and 8.
Please describe any background or abilities that qualify you to serve on these boards/committees.

Throughout my life I have served on various Boards and Committees to establish, strengthen and improve organizations at the local, state and national levels. My leadership style is collaborative, inclusive and results-oriented. While I am someone who believes in understanding what has worked well in the past, I believe we need to focus on new solutions that serve all communities in Charlotte. I will bring my desire to serve our community and the benefit of my leadership experiences to my role as a Board Member of the Charlotte Housing Authority.

Duke Energy

Current Employee:

5

Years in current position:

Managing Director

Job Title:

Brief description of duties:

I develop clean energy projects for customers throughout the United States, including energy storage, wind and solar projects. I am accountable for developing energy storage solutions for Duke Energy Renewables, an affiliate of Duke Energy Corporation. I serve on the James B. Duke Award Selection Committee at my company and I volunteer with NC Special Olympics' Camp Soar Program.

Other employment history:

University of Colorado, Environmental Studies, B.A. Vermont Law School, J.D. and Master of Environmental Law and Policy Wake Forest University, Babcock School of Management, Executive M.B.A University of North Carolina at Chapel Hill, Kenan-Flagler Business School, Duke Energy Strategic Leadership Program.

Zoe Gamble Hanes

Spouse's Name:

Pine Gate Renewables, LLC

Spouse's Employer:

President

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

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 Colorado, Environmental Studies, B.A. Vermont Law School, J.D. and Master of Environmental Law and Policy Wake Forest University, Babcock School of Management, Executive M.B.A University of North Carolina at Chapel Hill, Kenan-Flagler Business School, Duke Energy Strategic Leadership Program.

Zoe Gamble Hanes

Spouse's Name:

Pine Gate Renewables, LLC

Spouse's Employer:

President

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

No
Are you a low income housing resident?

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

Spencer G. Hanes, Jr.

Please type your name below:

Spencer G. Hanes, Jr.
Profile

<table>
<thead>
<tr>
<th>Zachary</th>
<th>M. Harris</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Middle Initial</td>
</tr>
<tr>
<td>Last Name</td>
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</table>

zacharyharris49er@gmail.com
Email Address

4233 Wright Avenue
Street Address
Charlotte
City
NC 28211
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) 907-1867
Home: 
Primary Phone
Alternate Phone

District 5
What district do you live in?

African American
Ethnicity

Democrat
Political Party

Male
Gender

01/26/1983
Date of Birth

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

List any boards you are currently serving on:
National Alliance on Mental Illness-Charlotte (No Term Limits) Different Road Homes (Term Ends 12/31/2016)

List any boards you have served on in the past:

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

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

Which Boards would you like to apply for?
Charlotte Housing Authority Board (B/O)

Why are you interested in serving on these boards/committees?
I am a native Charlottean and Realtor who cares deeply for the housing needs of persons living in our region. Moreover I am the caretaker of a mentally ill maternal grandmother who once relied on the Housing Authority for affordable housing.

Please describe any background or abilities that qualify you to serve on these boards/committees.
I have a bachelors degree from UNC Charlotte in Political Science and I am licensed Realtor who truly knows the housing needs of this community.

Showcase Realty, LLC
Current Employer:

1.5
Years in current position:

Broker/Realtor
Job Title:
Brief description of duties:

• Studying the market, the economics of buying and selling, and how to leverage all the tools available to get the best results for my clients. • Using the latest technology to track, market and analyze real estate. • Successfully working to form strategic relationships with a network of buyers, sellers, investors and vendor professionals. • Networking with local and regional industry leaders to stay informed regarding upcoming building and development 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:

BA Political Science-UNC Charlotte

N/A
Spouse's Name:

N/A
Spouse's Employer

N/A
Spouse's Job Title

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

AI Austin-City Council
If you selected 'Other', please explain:

Board Specific Questions

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

No

Are you a low income housing resident?

If you selected 'Other' please explain

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

Zachary M. Harris
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:

______________________________
Zachary M. Harris
List any boards you are currently serving on:

N/A

List any boards you have served on in the past:

Young Affiliates of the Mint Museum

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

I am interested in serving on the Charlotte Housing Authority’s (“CHA”) board because I believe quality affordable housing is the cornerstone of a community. One of the earliest projects in my career was a HOPE VI deal with CHA. From the beginning, I have been impressed by CHA, the staff at CHA, and the wide range of housing opportunities that they have developed and maintained throughout the many neighborhoods that make up our City. In my role in financing affordable housing across the county, it is rare that I am able to focus on my hometown. I would like to serve on the board as a way to give back to my community and to be a small part of expanding the affordable housing opportunities in our growing city.

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

My career has been focused on the syndication of tax credits associated with Low Income Housing Tax Credit developments. Through my expertise and network in the financing of affordable housing, I will be able to provide insights and ideas regarding the financing of the CHA’s developments. In addition, I have been an active member of the City of Charlotte through previous involvement in the Urban Land Institutes’ Young Leaders Group, serving as a board member to the Young Affiliates of the Mint Museum, and participating in volunteer events through Hand’s on Charlotte, which includes volunteering at the Charlotte Family Housing.
Additional Education History:

Robert Matthew Henry
Spouse's Name:
The Shopping Center Group
Spouse's Employer
Commerical Leasing Broker
Spouse's Job Title

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

If you selected 'Other', please explain:

Board Specific Questions

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

No
Are you a low income housing resident?

If you selected 'Other' please explain:

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

Lauren P Henry
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

Lauren P Henry
Please sign your name here:
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:

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?
- Yes ☐ No ☐
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:

If you selected ‘Other’, please explain:

Spouses Name:

Spouse’s Employer

Spouse’s Job Title

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:

_________
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 Housing Authority Board (B/O), Charlotte Tree Advisory Commission, Charlotte Water Advisory Committee (E), Storm Water Advisory Committee (E), Waste Management Advisory Board

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

I am interested because I believe that these boards could benefit from fresh perspective and experience which I have.

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

I have a masters degree in geology and engineering in which I focus on many water and waste related fields.

S&ME, Inc.

Current Employer:

1.5

Years in current position:

Engineering Staff Professional II

Job Title:
Brief description of duties:

Engineering professional, specializing in the design of landfills from initial stages to final stage inspections. Environmental compliance of varying projects from SPCC, SWPP, emergency action plans, surveying and site investigations, monitoring the installation of shallow, deep, and bedrock single or nested groundwater monitoring wells, preparing well installation documentation, soil/rock core logging and fracture analysis, conducting standard penetration testing (SPT), water pressure testing, performing in-situ permeability tests in soil/ash/rock. Competent in design, compliance and inspections of dams of differing size, including emergency action plan and inundation mapping. Main component of work is in the energy sector.

Other employment history:

Charah Inc- mainly working for Duke energy regarding coal ash sites

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-Marine Biology-UNCW MS-Geology-UNCC MS-Environmental Engineering-UNCC

Megan Hulland

Spouse's Name:

Apex Systems

Spouse's Employer

Professional Recruiter

Spouse's Job Title

Other

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

AI Austin contact

If you selected "Other", please explain:

Board Specific Questions

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

No

Are you a low income housing resident?

Question applies to Charlotte Water Advisory Committee (E).

Civil Engineer Water/Sewer

Which category, if any, do you fall under?

Question applies to Storm Water Advisory Committee (E).

Construction Contractor

Which category, if any, do you fall under?

Engineer

If you selected "Other", please explain

If you selected "Other", please explain:
Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

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

I am not on any boards. I am an active member of the PTO at my children's CMS school, and am highly involved with my son's cub scout troop. I have served on shared governance committees within Carolinas Healthcare System. I was awarded two "Key Employee" awards for my contributions. I have also been recognized twice as an "Outstanding Preceptor" to new nurses.

List any boards you have served on in the past:

Have you completed the City's Civic Leadership Academy?

- Yes  ☐ No

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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

As a school nurse, I care for a number of students who are homeless, and I see the impact on their physical and emotional health as well as their academic growth. I hear from their parents about the stress they are under, as they work as hard as they can to improve their situation. I advocate for these families every day and serving on the Board of CHA would be an extension of that, as we work to make safe, quality housing more widely available. Charlotte's children and families can not have equal opportunity without the basic security and dignity of stable housing. I understand that more affordable housing is one priority of the City of Charlotte in the wake of the events of September 2016, and I would be proud to help advance this goal.

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

I have worked in the ICU setting for more than seven years, caring for people from every walk of life. As a School Health Nurse, I care for children with challenging home situations, health problems, and learning needs. I have also been fortunate to work with refugee communities, including Hmong and Burmese. This work has refined my problem-solving skills, and has made me a terrific listener. Prior to becoming a nurse, I was a local broadcast journalist. I worked at several local stations as a reporter and producer. In this role I was required to work under pressure alongside many strong personalities. I learned to lead a team, adapt to quickly changing circumstances, and communicate. Finally, as a Jewish woman, I believe I can add to the diversity of this committee.
Registered Nurse

Brief description of duties:

Provide preventative care, first aid, counseling, and health maintenance education to 750+ students in a Title I CMS elementary school. Provide bedside nursing care to critically ill patients. This includes supporting families and working as part of a multidisciplinary team.

Other employment history:

WSOC-TV: Special Projects and Promotions Producer
WCNC-TV: Associate Producer, Producer
Adelphia News: Reporter
WENY-TV: Reporter, Anchor

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:

BSN, UNCC ADN, Carolinas College of Health Sciences MS, Columbia University Graduate School of Journalism BA, New York University

Russell Hunsinger

Spouse's Name:

PBS Charlotte

Spouse's Employer

Producer/Videographer

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 Charlotte Housing Authority Board (B/H):

No

Are you a low income housing resident?

If you selected 'Other' please explain

If you selected 'Other', please explain:

Jessica S Hunsinger
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

Jessica Hunsinger
Please type your name below:

Jessica S Hunsinger
### Profile

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Initial</th>
<th>Last Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anchia</td>
<td>A</td>
<td>Kinard</td>
</tr>
</tbody>
</table>

anchiakinard@gmail.com

201 S Hoskins Road, Apt. 337

<table>
<thead>
<tr>
<th>Street Address</th>
<th>Suite or Apt</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

Charlotte

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td></td>
<td>NC</td>
<td>28208</td>
</tr>
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Is your mailing address the same as your home address?

- Yes  - No

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

<table>
<thead>
<tr>
<th>Home: (704) 962-2050</th>
<th>Home:</th>
<th>District 2</th>
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<tbody>
<tr>
<td>Primary Phone</td>
<td>Alternate Phone</td>
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African American

<table>
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<tr>
<th>Ethnicity</th>
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<table>
<thead>
<tr>
<th>Gender</th>
<th>Date of Birth</th>
<th>Are you a registered voter of Mecklenburg County?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>09/09/1983</td>
<td>Yes  - No</td>
</tr>
</tbody>
</table>

List any boards you are currently serving on:

List any boards you have served on in the past:

Have you completed the City’s Civic Leadership Academy?

- Yes  - No

Which Boards would you like to apply for?

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

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

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

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

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

Verizon Wireless
Current Employee

3.5

Years in current position:

Business Account Manager

Job Title:

Brief description of duties:

- Educate and excite customers about our innovative business solutions through wireless and IoT
- Prospect, cold-call, and generate new sales leads
- Analyze customer needs and present integrated solutions involving traditional wireless hardware and industry specific hardware
- Utilize Salesforce automation, prospecting, and funnel management tools
- Facilitate customer contracts (Government - State of SC, NASPO, SMB, National, GPO)
- Provide follow-up training for new business customers
- Generate sales forecast and tracking reports
- Attend training to understand company, market, and industry trends
- Verticals: Government (State & Local), Construction, Manufacturing, Healthcare, Education, Utilities, Engineering

Other employment history:

https://www.linkedin.com/in/anchiakinard

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

☐ Yes ☐ No

If yes, please explain complete disposition:

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

☐ Yes ☐ No

If yes, please explain conflict:

Graduate School
Education:

If you selected 'Other' for education, please specify below.
Additional Education History:


Spouse's Name:

Spouse's Employer:

Spouse's Job Title:

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

Board Specific Questions

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

No

Are you a low income housing resident?

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

At-Large
Which Commission seat are you applying for?

Question applies to Neighborhood Matching Grants Fund

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

If you selected "Other" please explain

Boards / Commissions Disclaimer

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

Please check this box after reading the above disclosure statement:

I Agree

Please type your name below:

Signed Signature:

Anchia A Kinard
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?

Charlotte Housing Authority Board (B/O), Charlotte Regional Visitors Authority (B/O), Community Relations Committee (O)

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

Charlotte Housing Authority and Community Relation Committee. Both of these committee's are similar yet provide for same and different needs to the public. Community Relations would be my preferred committee.

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

Having been in business to business sales for 29 years and the Real Estate Industry for 11 years I have have always listened to and provided the outcomes which are best suited for my Clients. The satisfaction of helping people less fortunate than me is enough reward for being involved. Giving back to the community, watching the efforts lead to positive results builds stronger community and families.
Brief description of duties:
Listing and advertising homes for sale, researching communities and working with Buyers.

Other employment history:
29 years in the retail clothing and wholesale Women's Apparel industry. Served on the Carolina-Virginia Fashion Exhibitors Charlotte Apparel Mart General and Executive Boards. Owner of Kent Lee Associates, spent 15 years with Joseph Ribkoff International of Montreal as an apparel Agent and SE Regional Sales Mgr. with showrooms in the Charlotte and Atlanta Apparel Mart's.

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

Other

Education:
1 1/2 years of college and 30 years business to business relationship
If you selected 'Other' for education, please specify below:

Additional Education History:
Business experience, Continued Education pertaining to Real Estate.

Dianna Hall Lee
Spouse's Name:

Self
Spouse's Employer

Insurance Sales
Spouse's Job Title

Word of Mouth
How did you find out about the Charlotte Boards and Commissions vacancies?
In Charge, Allen Tate, Ayrslie Office
If you selected 'Other', please explain:

Board Specific Questions

Question applies to Charlotte Housing Authority Board (B/O)
No
Are you a low income housing resident?

Question applies to Charlotte Regional Visitors Authority (B/O)
None of the Above
Which category, if any, do you fall under?

As a Real Estate Broker we promote Charlotte
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:


C. Kent Lee
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 Housing Authority Board (B/O)

Why are you interested in serving on these boards/committees?
Greetings Honorable Mayor & Council Members: Thank you for accepting my submission to be considered for the open board member position. Today, societal ills such as homelessness and lack of affordable housing, political climate, and economic crisis dictate many outcomes, however, it does not have to leave citizens feeling unsafe and disenfranchised. Here's where I can assist the City of Charlotte. My past experiences include successfully leading teams of union, non-union and salaried workers in the City of New York through crime, protest and weather-related disasters. Additionally, I have protected assets for the US Department of Justice, Novant Health, McLaren Healthcare, Wal-Mart, Harris Teeter, The Duke Endowment, Wells Fargo, Citigroup and countless other organizations. In 2015, I received a Master’s Degree in Security & Safety Leadership from George Washington University to advance my knowledge in mitigating risk and managing crisis while respecting civil liberties. In retrospect, I will apply these principles to the Housing Authority Board to help citizens yet protecting Charlotte's interest.
Please describe any background or abilities that qualify you to serve on these boards/committees.

Currently, I direct nearly 70 Charlotte and Western North Carolina client tailored safety and security programs (e.g. aeronautics, financial services, retail, energy, manufacturing and health care industries). My duties also include being responsible for (1) leading 200+ contract security officers, first-line supervisors and salaried managers; (2) maintaining contract, local, state, federal and industry compliant teams via training and recordkeeping; (3) controlling P&L via lean management of a $7M budget, timely AP processing and AR recovery; and (4) negotiating new and existing contracts while securing opportunities for gross profit. With these points in mind, I am grateful for the chance to explore this potential board appointment where I can apply my overall skill sets, impacting experiences and ability to deliver service excellence to the City of Charlotte. I look forward to speaking to you, and I can be reached at shawnlucky@gmail.com or (212) 283-2046. Respectfully, Shawn Lucky

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**Allied Universal Services (formerly AlliedBarton)**

**Current Employer:**

6 months (10+ years with organization)

**Client Manager - Regional Security Operations (Western NC)**

**Years in current position:**

**Job Title:**

**Brief description of duties:**

Allied Universal (formerly AlliedBarton), Charlotte, NC – Sep 2016 to Present CLIENT MANAGER – REGIONAL SECURITY OPERATIONS; WESTERN NC • Directs 70 remote teams in planning, rolling out, evaluating and process improvement of safety projects. • Ensures contract deliverables are timely and pursue chances to add value to client experiences. • Negotiates contracts to seek new revenue RFPs, expand existing accounts, and reduce costs. • Leads area operations team of 200+ skilled officers, first-line supervisors and salaried managers. • Skillfully manages portfolio of key, start-up and national accounts totaling $7MM in revenue. • Coordinates district-wide emergency response team efforts (e.g. deployments for Hurricane Matthew throughout a state of emergency declaration by the Governor of North Carolina).

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**Other employment history:**

AlliedBarton, Charlotte, NC– Feb 2016 to Sept 2016 OPERATIONS MANAGER Direct client-tailored made human capital management, security risk operations and safety initiative programs for 20+ client sites in the following vertical markets: health care, logistics, chemicals, retail, pharmaceutical, aviation, real estate, energy, financial services and manufacturing industries. Combined portfolio totaled $3MM in budget. • Lead direct reports to drive safety programs thru best practices, compliance, and risk & cost reduction. • Mentor staff to utilize training, change, team goals, sole talents and disciplinary action to a desired outcome. • Partner with senior leaders to collect data for quarterly review (i.e. risk assessments, situational awareness, be on the lookout-BOLO reports, suspicious activity reports (SARs) and operational readiness exercises (OREs)). • Manage scorecard data to track client value in order to attain continuous process improvement. • Created security driven policies for use as the established standard of operational procedures. The TJX Companies, Atlanta, GA – Jun 2015 to Dec 2015 SAFETY TRAINER & LOSS PREVENTION DETECTIVE • Ran safety awareness programs and partnered with senior leaders to control losses due to WC claims. • Led fraud, dishonest employee and theft investigations thru interviewing, and Intellix & CCTV review. • Partnered with law enforcement, and judges to lead investigations and file legal complaints. AlliedBarton, New York, NY – Jan 2006 to Jun 2015 SECURITY & SAFETY ACCOUNT MANAGER – Nov 2013 to Jun 2015 Led a large union contracted safety risk team at New York City retail branches and Corporate headquarters owned by Citibank (Citigroup) through Jun 2015 contract termination. • Partnered with senior leaders to develop forward-thinking security driven policies and protocols. • Mentored 15 direct reports while ensuring contract, local, state / federal regulatory compliance. • Strategically planned safety / logistics for large capital projects; and an on-site child care center. • Monitored employee work to grow productivity, define root cause analysis and reduce on-site injuries. • Ensured invoice processing, accounts payable and accounts receivable for $4MM USD budget. • Prepare risk assessments, checklist audits, deployment charts, and P&L analysis as KPI measure. • Provided preparation, recovery, and damage assessments throughout Hurricanes Irene and Sandy. Former Client-Facing Positions in New York, NY SENIOR SITE LEADER, Citigroup Portfolio – Oct 2010 to Oct 2013 – Managed SOC unit & security for Citi HO. SAFETY DIRECTOR, Hilton Worldwide Portfolio – Apr 2010 to Oct 2010 – Headed hotel life / fire safety program. FIELD SUPERVISOR, McGraw-Hill Portfolio – Feb 2010 to Apr 2010 – Assisted corporate / district offices. SITE SUPERVISOR, SL Green Realty Corp. Portfolio – Jan 2006 to Jan 2010 – Led construction security / safety. HEAD CONCIERGE, Metro Realty Portfolio – Jun 2004 to 2006 – Ensured seamless client valued service. Additional Client-Facing Experience in the South & Midwest SUBSTITUTE TEACHER – Lansing School District, Lansing, MI, 2002 to 2004 – Taught youth grade K-12. PATIENT RELATIONS ADVOCATE – NovantHealth, Winston-Salem, NC, 2000 to 2002 • Received 3 Customer Service Excellence Awards for forming effective process improvement programs. • Investigated patient claims and resolved family grievances. Mediated conflict involving physicians, nursing and hospital staff. Coverage area included 5 medical centers (i.e. a 900-bed tertiary care facility), 25 physician practices and ancillary care facilities, and 2 skilled nursing facilities. ADMISSIONS COORDINATOR – NovantHealth, Winston-Salem, NC, 1998 to 2000 • Implemented strategic sales plan to secure revenue flow for the nursing facility and services offered. PUBLIC INTERN – US Dept. of Justice, Criminal Division, Middle District of NC, 1996 to 1996

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:

My employer often bids for contracts to secure new business opportunities. With this point in mind, I believe it was more appropriate to seek a seat on the Charlotte Housing Authority Board where my partnership with the city could act as a gateway for citizens who want to better themselves and seek employment with my employer. This would have no bearing on my job duties and my capacity to serve the City of Charlotte.

Graduate School
Education:

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

Additional Education History:

MASTER OF PROFESSIONAL STUDIES (MPS) DEGREE IN SECURITY & SAFETY LEADERSHIP, Jan 2015 The George Washington University, Washington, DC GPA: 3.72; Strategic Planning & Budgeting; Civil Liberty & Security; Emergency Management; and Crisis Communications BACHELOR OF ARTS (B.A.) DEGREE IN POLITICAL SCIENCE Winston-Salem State University, Winston-Salem, NC Certifications: OSHA 10-HOUR - General Construction; Lean Management Six Sigma

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 Charlotte Housing Authority Board (B/O).

☑ No

Are you a low income housing resident?

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

Shawn Luckey

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 Community Capital Loan Fund, Charlotte Housing Authority Board (B/O), Housing Advisory Board of Charlotte-Mecklenburg

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

Because of my commitment to serve, Bertin Mangongo is involved in many community activities in Charlotte including: The Congolese Community of Charlotte where he served as President (3000 families for 3 years), Harvest Center, Crisis Ministry, Catholic Charities, Neighborhood Good Samaritan Center, and the Mayor’s International Cabinet.Bertin Mangongo 980-298-6248 Home/704-345-4787 Cell / bmangongo@gmail.com
Please describe any background or abilities that qualify you to serve on these boards/committees.

Biography/Cover Letter

Bertin Mangongo

During a serious political crisis in 2001 which threatened him and his family, Bertin Mangongo immigrated to Charlotte, NC via Belgium and Los Angeles. He had built a solid career foundation in 10 years as top aide to the Roman Catholic Cardinal of the Democratic Republic of Congo. He served as liaison with government agencies & international NGOs building effective relationships. He supervised over 45 employees and was responsible for all administrative operations from Agriculture to Social Services. Mr. Bertin Mangongo has in-depth knowledge of African politics and culture and speaks fluent French and English as well as two African languages. Because of his commitment to serve, Bertin Mangongo is involved in many community activities in Charlotte including: The Congolese Community of Charlotte where he served as President (3000 families for 3 years), Harvest Center, Crisis Ministry, Catholic Charities, Neighborhood Good Samaritan Center, and the Mayor’s International Cabinet. Bertin Mangongo is currently a Business consultant and the Project Manager. Bertin was a Lead Business Analyst at BrandRPM LLC, US–supplying luxury Logo and Sports Attire for schools and businesses in the Southern region. Prior to BrandRPM, Bertin worked as Inside Sales Account Manager for Continental Tire, The Americas, LLC, a global tire manufacturer. Before joining Continental, Bertin worked for over a year as a Business Analyst & Indirect Tax Assessor for Ernst & Young LLP, conducting focused financial, legal and compliance research on Fortune 500 clients. Prior to this position, Bertin was a Marketing Analyst for Wells Fargo Bank (post-Wachovia acquisition) tasked with monitoring performance against competitors (weekly operation reviews of business pipeline and industry trends). Bertin Mangongo also worked as tax compliance project coordinator at a local CPA firm (James Young LLP). Mr. Mangongo has done all this while obtaining a BSBA-Accounting and Finance from UNCC and completing his MBA at Queens University in Charlotte. His vision is to utilize his unique experience, his accounting/finance/project management skills for a leading organization where challenges, hard work, and smart decision making approaches are rewarded. Bertin Mangongo 980-298-6248 Home/704-345-4787 Cell / bmanongo@gmail.com

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self employed

Current Employer:

1 Years in current position:

Business Analyst & Strategies Planning

Job Title:

Brief description of duties:

- Project management, Lead Business Analyst, Financial Market Analysis, Business pipeline & trend analysis, Coordinated the activities of the company in developing and consolidating a multi years budget.
- Business Changes management, and Company’s Strategic Goals & Objectives assessment.

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Other employment history:

Charlotte Housing Authority and Experience Anatomy LLC October 2016- Now Business Consultant • Annual Budget analyst, Industry critical data Analysis, and Funds allocations • Project Management, Data collection, Data analysis, Key Industry trendlines, and Business Model designer. BrandRPM, LLC, Monroe, NC US luxury Logo Company & Sports Attire for schools and businesses in the Southern region. Project Manager Sep. 2015- Sept. 2016 •Project management, Lead Business Analyst, Financial Market Analysis, Business pipeline & trend analysis, Coordinated the activities of the company in developing and consolidating a multi years budget. • Business Changes management, and Company’s Strategic Goals & Objectives assessment. Continental Tire, the Americas LLC, Fort Mill S.C: A Global Tire Manufacturer Corporation Inside sales Account Manager Nov. 2014- Feb. 2015 • Inside sales agent: Dealers order processing, Inventory allocation, back orders and Reserve management. • Accounts Management: Special accounts handling and overviews, claims processing, returned goods process; • Collaborated with distributions centers, transportation planners after special loads are built. • Weekly operation review, Analysis of business pipeline and industry trends. Ernst & Young LLP Charlotte, NC. Tax Advisory & Compliance: Intern July 2012- March2013 • Corporate tax Planning, tax provisions and tax compliance with respect to SOX. • Monitored a major client’s assets depreciation and saved its monies in Real Property Taxes. • Conducted financial research and compliance analysis for Fortune 500 companies. • Developed forecasting tools and Balanced scorecard to translate Strategy into Action, as well as industry trends. • Actively participated in business strategy and transfer pricing projects. • Identified risks associated with contract approvals and other client accounting issues. • Wells Fargo Distribution Center Charlotte, N.C. Merger & Acquisition Intern Jan. 2011-June2011 • Monitored organization’s performance against competitors. • Developed spreadsheet models for diverse projects and financial analysis. • Actively assisted in preparation and distribution of campaign materials after merger with Wachovia Bank. James Young’s CPA Charlotte, NC Tax Provisions & Compliance Intern Jan 2010-Dec.2010 • Individuals and small Businesses tax provisions. • Proactively researched technical tax issues related to consulting projects. • Presented oral and written reports on general economic trends for the industry. Archdiocese of Kinshasa, D.R.C. Office manager & Outreach Agent Nov. 1990-July 2001 • Cardinal’s Aide in Charge of Outreach for ten (10) years • Liaison for various regulatory, governmental agencies and the archdiocese of Kinshasa, DRC. • Negotiation activities and collaboration with partners as well as local and international NGO’s. • Managed daily office operations for forty-five (45) employees over ten (10) Years. • Arranged domestic and international travel plans and itineraries, including flights, car services, and hotels reservations

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:

Just started a Business consulting LLC

Graduate School

Education:

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

Additional Education History:

MBA from Queens University of Charlotte BSBA in Finance from UNC-Charlotte Associate Degree in Arts, from CPCC

Pierrette N. Masangasia

Spouse's Name:

CMS

Spouse's Employer

Custodian

Spouse's Job Title

City of Charlotte Website

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

If you selected 'Other', please explain:

Board Specific Questions

Question applies to Business Advisory Committee (E).

Financial Services Sector

Which industry sector, if any, do you fall under

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

No

Are you a low income housing resident?

Question applies to Housing Advisory Board of Charlotte-Mecklenburg

Community representative

Which category, if any, do you fall under?

If you selected 'Other' please explain:

If you selected 'Other', please explain:

Boards /Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

☐ I Agree
List any boards you are currently serving on:

List any boards you have served on in the past:

Have you completed the City’s Civic Leadership Academy?

☐ Yes  ☐ No

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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

As a long-time resident of Charlotte, I want to do my part in ensuring that all residents have affordable, habitable, and comfortable housing.

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

I am a member of Zeta Phi Beta Sorority, Inc. I am also an active member of my church board in an administrative capacity.

Retired

Current Employer:

four

Years in current position:

Retired

Job Title:

Brief description of duties:

I am retired due to a disability.
Other employment history:

Lowe's Companies-January 2006 to February, 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:

Graduate School

Education:

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

Additional Education History:

non-applicable

Spouse's Name:

non-applicable

Spouse's Employee

non-applicable

Spouse's Job Title

Email

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

Board Specific Questions

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

No

Are you a low income housing resident?

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

Kuri Mansa
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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

Why are you interested in serving on these boards/committees?
I want to be part of the Charlotte Housing Authority, I feel like it is the best way to get involved in my community.

Please describe any background or abilities that qualify you to serve on these boards/committees.
I have a diverse work history background. Previously, I worked with non-profit youth programs in western North Carolina. After that, I worked in the Charlotte commercial real estate industry as a broker and property manager. Currently, I am a financial advisor for PNC bank, and the majority of my clients live in rural and low income areas in western North Carolina.
Brief description of duties:

I am a financial advisor for PNC bank, and the majority of my clients live in rural and low income areas in western North Carolina. I assist them with financial matters related to retirement planning, savings, investments, and insurance.

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:

Meredith

Spouse's Name:

Spouse's Employer

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<th>Spouse's Job Title</th>
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<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>
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<th>Boards / Commissions Disclaimer</th>
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<td>If you selected 'Other', please explain</td>
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Guy McBride
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

Guy McBride
Please sign 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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

I am currently the pastor at South Tryon Community United Methodist Church and a sizable portion of my members or constituents are residents in housing where CHA have oversight. I would like to serve on this board to, both, gain more insight into the lives of my members and to give a voice and perspective to those members.

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

I have served as a vocational minister for my entire career. In particular, I have worked with programs with this community as our target group. My work with, and for, this community has given me valuable perspectives that would be, in my view, an asset to the CHA board.

United Methodist Church

Current Employer:

1

Years in current position:

Pastor

Job Title:
Brief description of duties:

I am the Pastor of South Tryon Community UMC and in this capacity I lead the congregation spiritually in addition to serving as an advocate for the broader South Tryon Community, including the South Side community.

Other employment history:

I have served as a full-time vocational minister since finishing college in 2005.

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:

Teacher

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 Charlotte Housing Authority Board (B/O).

No

Are you a low income housing resident?

If you selected 'Other', please explain:

Boards / Commissions Disclaimer

Additional Education History:

Victoria Kelly McKinnon

Spouse's Name:

CMS

Spouse's Employer
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Please check this box after reading the above disclosure statement:

I Agree

Ray S. McKinnon
Please type your name below:
Profile

Arun K Nair
First Name
Middle Initial
Last Name

akpnair@yahoo.com
Email Address

9125 Greenheather Dr
Street Address
Suite or Apt

Huntersville
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:

Home: (614) 467-0044
Primary Phone

Mobile: (614) 446-1765
Alternate Phone

District 1
What district do you live in?

Asian or Pacific Islander
Ethnicity

Independent
Political Party

Male
Gender

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?

Charlotte Housing Authority Board (B/O), Charlotte International Cabinet, Civil Service Board (B/O/E), Community Relations Committee (O), Housing Advisory Board of Charlotte-Mecklenburg, Planning Commission (O/E)

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

By joining the city boards and commissions, I hope to serve my country by serving my fellow citizens.

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

I am a perfectionist, passionate and a compassionate person. I am an Indian American, living in US for almost 20 years and volunteered in several charity organizations. Currently I serve as the Vice President for an Indian community organization. I want to do more for the overall growth and improvement of Charlotte and surrounding areas.
Brief description of duties:
Currently I coordinate support customer relationship management software work between several wholesale banking teams within Wells Fargo. Until a year ago, I lead some of the most challenging call center technology development 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:
I am not aware, but I will talk to my company to make sure there is no conflict of interest, if appointed.

Graduate School
Education:

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

Additional Education History:

Remya Nair
Spouse's Name:

None
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 Housing Authority Board (B/O).

No
Are you a low income housing resident?

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.

Cultural/Ethnic Representative - Nominee will have a cultural/ethnic background or be on the board or in the employment of an organization which serve our culturally/ethnically diverse population

Which category, if any, do you fall under?

If you selected 'Other' please explain

If you selected 'Other', please explain:

Boards /.Commissions Disclaimer

Rema Nair
Spouse's Name:

None
Spouse's Employer

Arun K Nair
Spouse's Name:

None
Spouse's Employer

Arun K Nair
Spouse's Name:

None
Spouse's Employer

Arun K Nair
Spouse's Name:

None
Spouse's Employer

Arun K Nair
Spouse's Name:

None
Spouse's Employer

Arun K Nair
Spouse's Name:

None
Spouse's Employer

Arun K Nair
Spouse's Name:

None
Spouse's Employer

Arun K Nair
Spouse's Name:

None
Spouse's Employer

Arun K Nair
Spouse's Name:

None
Spouse's Employer

Arun K Nair
Spouse's Name:

None
Spouse's Employer
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Please check this box after reading the above disclosure statement:

☑ I Agree

Arun Nair

Please sign your name below:

Arun K Nair
List any boards you are currently serving on:

List any boards you have served on in the past:

Have you completed the City’s Civic Leadership Academy?

- Yes - No

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

Which Boards would you like to apply for?

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

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

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

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

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

District 2
What district do you live in?

African American
Ethnicity

Political Party

Gender

Date of Birth

Are you a registered voter of Mecklenburg County?

- Yes - No

Marlon Nesbeth
Brief description of duties:
Small business owner of food service business

Other employment history:
15 years in financial services industry of insurance and investments

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?
- Yes ᵉ 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 ᵉ No

If yes, please explain conflict:

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

If you selected 'Other', please explain:

Board Specific Questions

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

No
Are you a low income housing resident?

Question applies to Neighborhood Matching Grants Fund:

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

If you selected 'Other' please explain:

Additional Education History:

College
Education:

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

Spouse's Name:

Spouse's Employer:

Spouse's Job Title:

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

Please check this box after reading the above disclosure statement:

☐ I Agree

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

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?

Bechtler Arts Foundation Board, Business Advisory Committee (E), Charlotte Area Fund Board Of Directors (O), Charlotte Housing Authority Board (B/O), Charlotte Regional Visitors Authority (B/O), Charlotte Water Advisory Committee (E), Citizens Review Board (B/O/E), Community Relations Committee (O)

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

I am looking to get more involved into the community in Charlotte and looking for opportunities to serve the community.

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

I do not have the background to serve on these boards and I believe this is what makes me unique. I do not have any pre conceived notions or biases and I believe that fresh talent is needed to service on a committee and boards such as this one.

CCT

Current Employer:

3

Years in current position:

Accounting Specialist

Job Title:
Brief description of duties:

- Processed invoices and pay applications for clients. Assisted with processing vendor invoices.
- Created expense reports for each job. Assisted with project calculations needed for accurate pricing.
- Assisted with time management for client and managed employee efficiency.
- Processed all checks, invoices, credits, and debits through the financial management system. Submitted estimates/proposals for new jobs and change orders.
- Accurately priced all labor hours/materials for each project. Processed hundreds of invoices on a monthly basis. Provided P & L statements and financial trending reports.
- Coding invoices. Office management and administration.

Office Administration

Other employment history:

Nationwide Insurance - Insurance agent - 7 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:

Education:

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

Additional Education History:
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:

US Green Building Council Co-Chair (non-profit)

List any boards you have served on in the past:

US Green Building Council (Membership & Outreach Committee Chair)

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), Historic District Commission (O/E), Historic Landmarks Commission (O), Keep Charlotte Beautiful, Zoning Board Of Adjustment (B/O/E)

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

I would like to give back to the community, serving on a Board that makes sense for an Architect/Planner.

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

I was mentored as a young architect by Mr. Harvey Gantt at his firm, Gantt Huberman Architects. I have served on local USGBC Boards, and have been a Chair of the M+O Committee for two years. In addition, I started by own architectural firm and know the time and commitment a leadership position takes. I have a passion for architecture and city planning, and would like to offer my time to a city that has given me so much.

Biloba Architecture, PLLC

Current Employer:

2

Years in current position:

Partner

Job Title:
Brief description of duties:
Owner of Biloba Architecture: Running the business, managing others, designing great spaces.

Other employment history:
LS3P, Gant Huberman Architects, Jenkins Peer Architects

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:

Erin Patrick
Spouse’s Name:

AI Design Group
Spouse’s Employer

Intern Architect
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 (B).

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

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

No
Are you a low income housing resident?

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

At-Large
Which Commission seat are you applying for?

If you selected "Other" please explain:

If you selected "Other", please explain:

Boards/Commissions Disclaimer

Page 3 of 5

Ian Patrick

Page 4 of 5

Ian Patrick
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]

Ian Patrick
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 Housing Authority Board (B/O)

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

Recently moved to Charlotte from Raleigh, looking to play a role in facilitating housing assistance in the Charlotte area. I have a background in Architectural Technology and LEED design, with projects that include affordable design and value engineering for low-income residents. Citizen participation in local government is a cornerstone of democracy and I'm looking for a way to contribute in my area of strength.

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

Associate’s Degree in Architectural Technology Habitat for Humanity Volunteer Fixing it for Christ - a volunteerism like Habitat that renovates low-income homes Vice-President of the Wake Technical Architecture Club. Facilitated the community service activities and coordinated various activities throughout the department.

Hazen and Sawyer

Current Employer:

1.5

Years in current position:

Designer

Job Title:
Brief description of duties:

3-D modeler for a water/wastewater engineering firm. Primary role of creating construction documents for architecture, process piping, and structural disciplines. Main driver of augmented and virtual reality within the firm. Bring 3-D models to life for owners to tour their facilities pre-construction.

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:

N/A

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 Housing Authority Board (B/O).

No

Are you a low income housing resident?

If you selected ‘Other’, please explain:

Boards / Commissions Disclaimer

Matthew Rogers
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 Rogers
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 Housing Authority Board (B/O), Charlotte Regional Visitors Authority (B/O), Charlotte Tree Advisory Commission, Historic Landmarks Commission (O), Housing Appeals Board (B/O/E)

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

I have lived in Charlotte for over three years, have seen the city change a great deal during that short time period, and am eager to be a part of the city’s growth going forward. Service on a city council board or commission is one way in which I can do that. With regard to the Charlotte Regional Visitors Authority, I see Charlotte changing from not only a place where people come for good jobs but also a place where people come for tourism. I am very impressed with the steps Charlotte has made in this respect and am interested in playing a role in Charlotte’s development as a tourist destination. With regard to the Housing Appeals Board, I practice appellate law and am generally interested in the review and evaluation of prior legal determinations.

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

As an attorney, I frequently research legal issues and provide insight to clients. Therefore, I am well suited to assist the Charlotte Regional Visitors Authority and the Housing Appeals Board in evaluating the application of various laws and regulations that may intersect with the mission and function of these boards and commissions. More generally, my job requires me to distill complicated issues into simple and understandable language, which at times requires me to address competing viewpoints, identify priorities, and work toward compromise. I believe my unique skills in this respect would be very useful and helpful.

Bradley Arant Boult Cummings
LLP

Current Employer:
4 months
Years in current position:

Attorney
Job Title:

Brief description of duties:

I have a general business litigation practice in which I represent a broad range of clients (including individuals, small businesses, and large public corporations) in a broad range of business-related disputes (including business torts such as fraud, unfair and deceptive trade practices, and breach of contract; as well as intellectual property, including trademark infringement) in both trials, arbitration proceedings, and appeals. I am regularly involved in all aspects of the litigation process, ranging from drafting pleadings and briefs, to researching complex legal issues, to meeting with clients, to participating in mediations, to presenting arguments before courts and other tribunals.

Other employment history:

Prior to my time at Bradley Arant Boult Cummings, I worked as a litigation associate at Nexsen Pruet LLP in Charlotte for approximately 3 years. Prior to that, I was a law clerk to then Chief Judge William B. Traxler, Jr. on the United States Court of Appeals for the Fourth Circuit. Prior to that, I was a staff attorney with Nelson Mullins Riley & Scarborough, LLP.

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

☐ Yes ☐ No

If yes, please explain complete disposition:

N/A

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

☐ Yes ☐ No

If yes, please explain conflict:

N/A

Graduate School
Education:

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

Additional Education History:

I have a B.A. from UNC Chapel Hill in Psychology, and I have a J.D. from the University of South Carolina School of Law.

Meredith Schulz
Spouse's Name:

Novant Health (Presbyterian Hospital)
Spouse's Employer

Nurse
Spouse's Job Title

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

If you selected 'Other', please explain:

Board Specific Questions

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

Are you a low income housing resident?

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

Question applies to Charlotte Regional Visitors Authority (B/O)

None of the Above
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?
Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:

[Signature]

Jonathan E. Schulz
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

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.

HNTB North Carolina, P.C.

Current Employer:

6

Years in current position:
Senior Engineer
Job Title:

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
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 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:

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:
City Of Charlotte Boards & Commissions

Submit Date: Mar 01, 2017
Status: submitted

Profile

Allyson M Siegel, MA, LPC, NBCC, BCLP
First Name: Allyson
Middle Initial: M
Last Name: Siegel

Email Address: trupak@earthlink.net

1440 Harding PL # 301
Street Address: 1440 Harding PL # 301
Suite or Apt: 
City: Charlotte
State: NC
Postal Code: 28204

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: (828) 320-4811
Primary Phone: (828) 320-4811
Alternate Phone: 

District 1
What district do you live in?

Caucasian/Non-Hispanic
Ethnicity:

Democrat
Political Party:

Female
Gender:

02/04/1964
Date of Birth:

Are you a registered voter of Mecklenburg County?

- Yes - No

List any boards you are currently serving on:

North Carolina Central Board of Trustee The Arts Empowerment Project

List any boards you have served on in the past:

The Charlotte Post John Crosland School

Have you completed the City’s Civic Leadership Academy?

- Yes - No

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

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

I am a mental Health Counselor and Board member of a major HBCU in North Carolina. I serve a marginalized population both with my private practice and Board of Trustees duties. I chair Institutional Advancement and NCAA division I Athletics. I also serve on the Student services committee were our main mission is affordable housing on campus and managing 80 million dollar of deferred debt in the area of housing. I feel passionate about providing affordable housing for all citizens of Charlotte.

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

Chair of Institutional Advancement, committee member of Student Housing and managing the 80 million dollars of deferred debt. As a mental Health therapist, I worked mostly the homeless population which included finding affordable housing. I am a Phd doc student at Harvard University. I have a long experience in an entrepreneurship business acumen.

Tru-Pak Moving Systems
Current Employer:

30
Years in current position:

Owner
Job Title:
Brief description of duties:

I own a relocation company that consists of 175 employees and 350 trucks. We are the largest privately held trucking company east of the Mississippi, with revenues extending 40,000 million dollars in revenue. Many of employees are marginalized, and I spend a significant amount of time helping find affordable housing, in order to make it to and from home. In my mental Health Practice, many of my clients are homeless and I spend a significant amount of time locating housing. This is in addition to counseling the client.

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:

PhD Candidate Harvard University

N/A

Spouse’s Name:

Spouse’s Employer

Spouse’s Job Title

Word of Mouth

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

If you selected ‘Other’, please explain:

Board Specific Questions

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

No

Are you a low income housing resident?

If you selected ‘Other’ please explain

If you selected ‘Other’, please explain:

Boards / Commissions Disclaimer

Allyson M Siegel, MA, LPC, NBCC, BCLP

Page 3 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

Allyson Siegel

Please sign your name below:
List any boards you are currently serving on:
Charlotte Chamber Young Professional United Way Young Professional International House Young Professional

List any boards you have served on in the past:
Young Non-Professional Network (YNPN)

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

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

Which Boards would you like to apply for?
Business Advisory Committee (E), Charlotte Housing Authority Board (B/O), Community Relations Committee (O), Zoning Board Of Adjustment (B/O/E)

Why are you interested in serving on these boards/committees?
I am looking to be a champion/advocate for things happening in my community. I have always believe, change starts from within us.

Please describe any background or abilities that qualify you to serve on these boards/committees.
I have served on numerous boards throughout my career. I have always been a community advocate, and fighting for things that will help improve the quality of life in our communities.

Carolinhas Healthcare System
Current Employer:

Years in current position:

Student Success Coordinator
Job Title:
Brief description of duties:

Serve over 800 current students, and all active alumni with resume writing, cover letters, job search, soft skills, social media, and interviewing techniques Identify at-risk students and develop plans to assess their academic, economic, psychological, and personal needs Develop action plans and work one-on-one and in small groups for all students to promote study, inclusion, and leadership skills Implement ongoing programs for meta-cognitive instruction, especially in study skill, writing, and quantitative intensive courses

Other employment history:

Director of Career Services/Community Relations Specialist, ITT Technical Institute, Charlotte, NC Faculty - Advanced Strategies for the Technical Professional, ITT Technical Institute, Charlotte, NC

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 Phoenix, Southfield Campus, Southfield, MI January 2013 Master of Business Administration (MBA) Baker College, Allen Park, MI June 2010 Bachelor of Business Administration, Marketing major, Graphic Communication minor

Brittany Smith

Spouse's Name:

Carolinas Healthcare System

Spouse's Employer

Corporate Community Benefit Coordinator

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 Charlotte Housing Authority Board (B/O):

No

Are you a low income housing resident?

If you selected 'Other' please explain

If you selected 'Other', please explain:

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

Please check this box after reading the above disclosure statement:

☐ I Agree

Samuel L. Smith Jr.

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?

Charlotte Housing Authority Board (B/O)

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

I am a lifelong housing and low-income housing advocate and have an excellent understanding of Charlotte’s citizenry and neighborhoods following 30 years’ of service here. I feel I would be an engaged and competent Housing Authority Commissioner.

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

30 years service as the Charlotte Apartment Association's Executive Director; worked as a housing/community development planner in San Antonio, TX and Toledo, OH. Worked with HUD offices in NC, TX, OH, IN, and KY. Hold a Master's Degree in City and Regional Planning and have been a low-income housing advocate in each of these locales.

Greater Charlotte Apt. Ass’n.

Current Employer:

30

Years in current position:

Executive Director

Job Title:
Brief description of duties:

Chief staff executive for the local apartment industry trade association. Represent and promote the rental housing industry before legislative bodies, the media, and the Association membership of multi-family rental housing developers, owners, and managers. Operate government affairs, educational, and informational programs for the members, who collectively house over 250,000 persons in the Charlotte Region.

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:

Boards / Commissions Disclaimer

Retired.

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 Charlotte Housing Authority Board (B/O).

No

Are you a low income housing resident?

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

Ken Szymanski
(Please type your name below)
List any boards you are currently serving on:

Charlotte Chamber Young Professionals

List any boards you have served on in the past:

Have you completed the City’s Civic Leadership Academy?

☐ Yes ☐ No

Which Boards would you like to apply for?

Charlotte Housing Authority Board (B/O)

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

Housing is one of the biggest issues in Charlotte when it comes to economic mobility. Membership on this board requires diverse individuals and opinions to come up with the best solution for our Charlotte families with housing needs. I currently work for Safe Alliance. We work directly with Charlotte residents who are transitioning out of Shelter and in need of affordable housing. I have heard their struggles and seen the limited opportunity for solutions. I believe the city is working toward helping residents gain self-sufficiency and economic independence and I would like to be part of that movement.

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

I was born in Charlotte and raised in a small town close by. I've watched this city transform over the last 20 years. I've attended diversity conversations hosted by the City of Charlotte to understand the frustrations and problems faced by my neighbors who are impacted by economic mobility. For the past two and a half years, I have worked for an agency that serves individuals who are trying to transition to self-sufficiency and economic independence and have seen the trials that they face. I have a passion for helping others and a calling to make Charlotte the best place to live. I would like to accomplish that through helping to set policies that govern the operations of CHA and the direction of current and future programs which would help get Charlotte out of 50th place for economic mobility in our country and up to one of the best places in this country for economic mobility.
Years in current position: 25

Director of Donor & Corporate Relations

Brief description of duties:

- Oversee all event functions including logistics, fiscal management, volunteer management, in-kind donations, sponsorship and execution. 
- Supervise Event Coordinator & Community Outreach Coordinator. 
- Provide leadership on and management of corporate relationships for the purpose of long-term event sponsorship and agency support. 
- Influence, direct and manage multiple committees’ ensuring that an event meets/exceeds agency budget requirements. Integrate best practices into all event operations. 
- Develop strong marketing plans and promotional materials which support agency events and corporate relations. 
- Cultivate community members for potential committees/donations/volunteer work through networking activities. 
- Write grant applications as assigned through the grants management process and assist with related relationship-building activities. 
- Develop and implement creative and sustainable event/corporate relations strategies for region offices.

Other employment history:

Joey Logano Racing - Foundation Director The ALS Association - Senior Development Coordinator

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’ for education, please specify below:

Additional Education History:

B.S. in Business Administration from North Carolina State University

Chris Turner

Spouse’s Name:

Bank of America

Spouse’s Employer

Senior Vice President

Spouse’s Job Title

Other

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

Recruited by member of another board

If you selected ‘Other’, please explain:

Board Specific Questions

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

No

Are you a low income housing resident?

If you selected ‘Other’ please explain:

If you selected ‘Other’, please explain:

College

Education:
Boards / Commissions Disclaimer

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Please check this box after reading the above disclosure statement:

☐ I Agree

Savannah Turner

Please type your name below:

Savannah Turner
List any boards you are currently serving on:

List any boards you have served on in the past:

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

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

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

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

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

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

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

Richard Eppley & Associates
Current Employer:

3
Years in current position:

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

Part-time assistant to property manager.

**Other employment history:**

Freelance writer/blogger.

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

- [ ] Yes  
- [x] 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:**

**Word of Mouth**

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

If you selected "Other", please explain:

**Board Specific Questions**

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

- [x] No

Are you a low income housing resident?

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

- [x] No

Have you graduated from Citizen’s Academy?

Question applies to Housing Advisory Board of Charlotte-Mecklenburg.

**Community representative**

- [ ] Yes  
- [x] No

Which category, if any, do you fall under?

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

**City Within a City Tenant**

- [ ] Yes  
- [x] No

Which category, if any, do you fall under?

Question applies to Neighborhood Matching Grants Fund.

**Neighborhood representative**

- [ ] Yes  
- [x] No

Which category, if any, do you fall under?

If you selected "Other" please explain

If you selected "Other", please explain:

**Boards / Commissions Disclaimer**

Spouse’s Name:

Spouse’s Employer

Spouse’s Job Title

Tyjuana Wilson
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:

Tyjuana Wilson
Agenda #: 22. File #: 15-5257 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.
- On February 27, 2017, the following applicants received the most votes, but not the required six votes for appointment:
  - Brenda Adams, 4 votes (Council members Ajmera, Fallon, Lyles, and Phipps)
  - Trici Davis, 4 votes (Council members Austin, Fallon, Lyles, and Phipps)
  - Tarik Hameed, 4 votes (Council members Driggs, Kinsey, Lyles, and Mayfield)
- Please vote for two of the three applicants named below:
  - Brenda Adams
  - Trici Davis
  - Tarik Hameed

Attachment(s)
Keep Charlotte Beautiful Applicants
Keep Charlotte Beautiful (KCB) 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 andDisclosure 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 no 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/NR/rdonlyres/CE/KCB/Pages/default.aspx

BOARD HISTORY

BOARD DOCUMENTS
N/A

BOARD DOCUMENT (2)
N/A
<table>
<thead>
<tr>
<th>Board Roster</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Brie K Carlson</strong></td>
<td>Partial Term</td>
</tr>
<tr>
<td>Office: Old City Hall, 600 E Trade Street</td>
<td>Position: Board Member</td>
</tr>
<tr>
<td><strong>Russell Ferguson</strong></td>
<td>Full Term</td>
</tr>
<tr>
<td>Office: Old City Hall, 600 E Trade Street</td>
<td>Position: Board Member</td>
</tr>
<tr>
<td><strong>Daniel A Herrera</strong></td>
<td>Partial Term</td>
</tr>
<tr>
<td>Office: Old City Hall, 600 E Trade Street</td>
<td>Position: Board Member</td>
</tr>
<tr>
<td><strong>Mitchell K Hughes</strong></td>
<td>Partial Term</td>
</tr>
<tr>
<td>Office: Old City Hall, 600 E Trade Street</td>
<td>Position: Board Member</td>
</tr>
<tr>
<td><strong>Tiffany Hughes</strong></td>
<td>Full Term</td>
</tr>
<tr>
<td>Office: Old City Hall, 600 E Trade Street</td>
<td>Position: Board Member</td>
</tr>
<tr>
<td><strong>Jessica Hutchins</strong></td>
<td>Partial Term</td>
</tr>
<tr>
<td>Office: Old City Hall, 600 E Trade Street</td>
<td>Position: Board Member</td>
</tr>
<tr>
<td><strong>Charles Jewett</strong></td>
<td>Full Term</td>
</tr>
<tr>
<td>Office: Old City Hall, 600 E Trade Street</td>
<td>Position: Chairperson</td>
</tr>
<tr>
<td><strong>Joshua Middleton</strong></td>
<td>Full Term</td>
</tr>
<tr>
<td>Office: Old City Hall, 600 E Trade Street</td>
<td>Position: Board Member</td>
</tr>
<tr>
<td><strong>Elizabeth C Picoli</strong></td>
<td>Partial Term</td>
</tr>
<tr>
<td>Office: Old City Hall, 600 E Trade Street</td>
<td>Position: Board Member</td>
</tr>
<tr>
<td><strong>Theresa Rosa-Corey</strong></td>
<td>Full Term</td>
</tr>
<tr>
<td>Office: Old City Hall, 600 E Trade Street</td>
<td>Position: Board Member</td>
</tr>
</tbody>
</table>

**Audrey Singer**
- Term: 1st Term
- Term Dates: Jul 01, 2015 - Jun 30, 2018
- Office: Old City Hall, 600 E Trade Street
- Position: Secretary
- Category: None
- Appointed by: City Council

**Jamal I Tate**
- Term: 1st Term
- Term Dates: Jul 01, 2016 - Jun 30, 2019
- Office: Old City Hall, 600 E Trade Street
- Position: Board Member
- Category: None
- Appointed by: Mayor

**Jonathan E Thull**
- Term: 1st Term
- Term Dates: Jul 21, 2016 - Jul 20, 2019
- Office: Old City Hall, 600 E Trade Street
- Position: Board Member
- Category: None
- Appointed by: Mayor

**Cory A Watson**
- Term: Partial Term
- Term Dates: Nov 28, 2016 - Jun 30, 2019
- Office: Old City Hall, 600 E Trade Street
- Position: Board Member
- Category: None
- Appointed by: City Council
- Dais Seat: None

**Gregorio Welch**
- Term: Full Term
- Term Dates: Mar 21, 2016 - Mar 22, 2019
- Office: Old City Hall, 600 E Trade Street
- Position: Board Member
- Category: None
- Appointed by: Mayor

**Brian G Withrow**
- Term: 1st Term
- Term Dates: Jul 01, 2016 - Jun 30, 2017
- Office: Old City Hall, 600 E Trade Street
- Position: Board Member
- Category: None
- Appointed by: City Council

**Vacancy**
- Office: Old City Hall, 600 E Trade Street
- Position: Board Member
- Category: None
- Appointed by: Mayor
- Dais Seat: Bumper

**Vacancy**
- Office: Old City Hall, 600 E Trade Street
- Position: Board Member
- Category: None
- Appointed by: Mayor
- Dais Seat: Bumper

**Vacancy**
- Office: Old City Hall, 600 E Trade Street
- Position: Board Member
- Category: None
- Appointed by: Mayor
- Dais Seat: Joshua Arnold

**Vacancy**
- Office: Old City Hall, 600 E Trade Street
- Position: Board Member
- Category: None
- Appointed by: Mayor
- Dais Seat: Zylkow
Profile

BRENDA M ADAMS

First Name: Brenda
Middle Initial: M
Last Name: Adams
Email Address: brmjef1@gmail.com
Street Address: 5128 Abercomby Street
City: Charlotte
State: NC
Postal Code: 28213

Submit Date: Dec 08, 2016
Status: submitted

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 its 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:

College
Education:

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

Additional Education History:

N/A

Spouse's Name:

Spouse's Employer:

Spouse's Job Title

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

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

☐ I Agree

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

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 better:

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?
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:

Trici T Davis

Page 5 of 5
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?

- Bicycle Advisory Committee, Charlotte Tree Advisory Commission, Domestic Violence Advisory Board (B/O), 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

Boards / Commissions Disclaimer

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☐ I Agree

Please type your name below:
Agenda #: 23. File #: 15-5258 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 partial terms beginning immediately and ending March 1, 2018.
- On February 27, 2017, the following applicants received the most votes, but not the required six votes for appointment:
  - Marika Christie, 3 votes (Council members Austin, Mayfield, and Mitchell)
  - Matthew DeBoer, 3 votes (Council members Austin, Driggs, and Smith)
  - Christopher Ellan, 4 votes (Council members Driggs, Fallon, Kinsey and Lyles).
  - Daniel Herrera, 4 votes (Council members Austin, Mayfield, Mitchell, and Smith)
  - Ronald Maccaroni, 3 votes (Council members Driggs, Fallon, and Smith)
  - Tiffani Teachey, 5 votes (Council members Eiselt, Fallon, Kinsey, Lyles, and Phipps)
- Matthew DeBoer has declined the nomination.
- Christopher Ellan has been appointed by the Mayor.
- Please vote for two of the four applicants named below:
  - Marika Christie
  - Daniel Herrera
  - Ronald Maccaroni
  - Tiffani Teachey

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.

COMMITTEE MEMBERS
11 Members (2 by Mayor, 9 by Council)
Chairperson is appointed by the Mayor

MEMBERSHIP
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 management, 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.

MEETING INFORMATION
Meeting Day: 2nd Thursday, monthly
Meeting Time: 7:30 a.m.
Meeting Location: Government Center Building (800 East Fourth St.)
Time Commitment: 4 to 5 hours per month

ADDITIONAL INFORMATION
Website: http://charlottenc.gov/mts/Pages/pcac.aspx

BOARD HISTORY

BOARD DOCUMENTS
N/A
<table>
<thead>
<tr>
<th>Name</th>
<th>Term Start - Term End</th>
</tr>
</thead>
<tbody>
<tr>
<td>PARKER CAINS</td>
<td>Mar 02, 2017 - Mar 01, 2019</td>
</tr>
<tr>
<td>SARAH CHERNE</td>
<td>Mar 02, 2016 - Mar 01, 2018</td>
</tr>
<tr>
<td>ERIC COHEN</td>
<td>Mar 02, 2017 - Mar 01, 2019</td>
</tr>
<tr>
<td>ROBERT DIAMOND</td>
<td>Mar 02, 2015 - Mar 01, 2017</td>
</tr>
<tr>
<td>CHRISTOPHER J ELLAN</td>
<td>Mar 02, 2017 - Mar 01, 2019</td>
</tr>
<tr>
<td>JOHNELL A HOLMAN</td>
<td>Mar 02, 2017 - Mar 01, 2019</td>
</tr>
<tr>
<td>JAMES MARASCIO</td>
<td>Nov 28, 2016 - Mar 01, 2018</td>
</tr>
<tr>
<td>DAVID C THOMPSON</td>
<td>Aug 18, 2016 - Mar 01, 2018</td>
</tr>
<tr>
<td>WILLIAM C TURNER</td>
<td>Mar 02, 2017 - Mar 01, 2019</td>
</tr>
</tbody>
</table>
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?

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

Job Title:

**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:**

Corda - 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.**

Spouse's Employer

**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**

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:

[Signature]

Marika Christie
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?

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 help 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.
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

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:

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

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.

Harnet 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:

Board Specific Questions

College

Education:

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

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:

Ronald J Maccaroni
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.
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 approached, 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

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Please check this box after reading the above disclosure statement:

☐ I Agree

Please type your name below:
City of Charlotte

Agenda Date: 3/27/2017

Agenda #: 24. File #: 15-5245 Type: Business Item

Mayor and City Council Topics
The City Council members may share information and raise topics for discussion.
Solid Waste Services Multi-Family Refuse Collection Contract Extension

Action: Approve a 12-month extension to the Multi-Family and Public Facilities Refuse, Recycling, and Bulky Item Collection Services contract with BFI Waste Services, LLC doing business as Republic Services of Charlotte.

Staff Resource(s): Victoria Johnson, Solid Waste Services

Explanation
- Solid Waste Services provides contracted refuse, recycling, and bulky item collection services to multi-family residential units and public facilities.
- Over the past several budget cycles, City Council and staff have evaluated potential changes to multi-family service provision. Given the on-going policy considerations, staff opted to suspend a Request for Proposal process initiated in August 2014 for the following reasons:
  - At the time, it was unclear whether the City would continue to provide the service for a five-year duration, and
  - The best unit pricing options typically are for contract terms for five years or more due to the upfront investment in capital equipment; therefore extending the existing contract provided the most cost-effective option for ensuring continued service.

- The additional extension to the existing BFI Waste Services contract is needed to prevent service interruption to approximately 123,000 multi-family residential units and 100 public facilities to allow a new solicitation process for a longer term contract to be conducted in Fiscal Year 2018.
- The estimated expenditure for the additional 12-month term is $5,012,200 which includes unit price increases over the current contract and growth in the number of complexes serviced.

Background
- On September 27, 2010, City Council approved an initial contract with BFI Waste Services, doing business as Republic Services of Charlotte.
- On August 25, 2014, City Council approved a contract amendment to include bulky item collection to single-family residents. The amendment allowed for City resources to assume recycling collection services during a transition period between recycling contractors.
- On June 22, 2015, City Council approved an 18-month contract extension to maintain service continuity to multi-family residential units and public facilities.

Charlotte Business INClusion
No subcontracting goal was established for this contract extension because there are no subcontracting opportunities (Part D. Section 6 of the Charlotte Business INClusion Policy).

Fiscal Note
Funding: Solid Waste Services Operating Budget
Americans with Disabilities Act Pedestrian Facilities Inventory and Assessment Services

Action: Approve a contract in the amount of $2,928,898 to Cole and Associates, Inc. for American with Disabilities Act Pedestrian Facilities Inventory and Assessment Services.

Staff Resource(s): Tracy Van Tassell, Transportation

Explanation

- The City of Charlotte strives to provide and to maintain pedestrian facilities accessible for all users.
- The contract with Cole and Associates, Inc. will provide an inventory and assessment of existing conditions of pedestrian facilities in the public rights-of-way.
  - Cole and Associates, Inc. will collect rights-of-way facilities data, rate the condition of facilities, identify obstructions, and recommend changes to ensure that accessibility is provided for all users of the public rights-of-way.
- The following City rights-of-way need to be assessed:
  - 2,300 miles of sidewalk,
  - 758 intersections with traffic signals, and
  - 33,500 curb ramps.
- The information collected through the inventory and assessment will be used to determine what facilities are compliant. The data will then allow the City to prioritize alterations for any non-compliant items identified through the assessment.
- On October 21, 2016, the City issued a Request for Qualifications (RFQ) for Right-of-Way Inventory and Assessment Services. In response to the RFQ, the City received seven proposals.
- The Project Team, consisting of staff from Management & Financial Services, Charlotte Department of Transportation, CATS, and Engineering and Property Management, evaluated the proposals and determined that Cole and Associates best meets the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFQ requirements.
- The contract will be paid based on milestone deliverables over an approximate four-year term.

Charlotte Business INClusion
Established MWSBE Goal: 10%
Committed MWSBE Goal: 10%
Cole and Associates met the established MWSBE subcontracting goal, and has committed 10% ($292,898) of the total contract amount to the following certified SBE firm (Part B: Section 3 of the Charlotte Business INClusion Policy):
Agenda #: 26.File #: 15-5153 Type: Consent Item

- HensonFoley Design, Inc. (SBE) ($292,898) (inventory data collection)

Fiscal Note
Funding: Transportation Community Investment Plan
Agenda #: 27. File #: 15-5211 Type: Consent Item

Metrolina Regional Travel Demand Model

Action:
A. Adopt a resolution to approve interlocal agreements to reimburse the City of Charlotte for the development and maintenance of the Metrolina Regional Travel Demand Model for a term of five years with the following local governments:
   - City of Concord,
   - City of Gastonia, and
   - City of Rock Hill.

B. Authorize the City Manager to negotiate municipal agreements to reimburse the City of Charlotte for the development and maintenance of the Metrolina Regional Travel Demand Model for a term of five years with the following state agencies:
   - North Carolina Department of Transportation, and
   - South Carolina Department of Transportation.

C. Adopt a budget ordinance appropriating $113,270.38 to the General Community Improvement Fund.

Staff Resource(s):
Anna Gallup, Transportation

Explanation
- The Metrolina Regional Travel Demand Model is a computer modeling tool for evaluating existing and future travel in the Metrolina Region.
- Ongoing refinement and updates of the Metrolina Regional Travel Demand Model are necessary to maintain the state-of-the-practice travel demand model as required by the U.S. Department of Transportation for air quality conformity determinations, highway travel forecasts, and transit ridership forecasts.
- The Charlotte Department of Transportation (CDOT) is the custodian of the Metrolina Regional Travel Demand Model for an 11 county, bi-state region. The City of Charlotte is responsible for managing all model related work completed by both staff and consultants.
- The work is necessary to maintain the travel demand model required by United States Department of Transportation for air quality conformity determinations, highway travel forecasts, and transit ridership forecasts.
- The terms of these agreements provide for the reimbursement of expenses related to the development and model maintenance of the Metrolina Regional Model.
- The Metrolina Regional Travel Demand Model work is jointly funded by the following agencies:
The Fiscal Year 2017 reimbursement shares for each state agency are:
- NCDOT: 45% share in the amount of $72,000
- SCDOT: 5% share in the amount of $8,000.

The MPOs’ reimbursement shares comprise the other 50%. The MPO shares are proportioned based on the 2010 Census population of the MPOs’ cost:
- Concord on behalf of CRMPO: 7.317% share in the amount of $11,707.49
- Gastonia on behalf of GCLMPO: 8.843% share in the amount of $14,148.92
- Rock Hill on behalf of RFATS: 4.634% share in the amount of $7,413.97

The total reimbursement share for the state agencies and MPOs equal $113,270.38

The cost share of the agreement for the City of Charlotte ($5,229) and CRTPO ($46,729.62) is included in the City’s Fiscal Year 2017 annual budget; therefore, does not require a budget ordinance to appropriate funds.

Fiscal Note
Funding: NCDOT, SCDOT, Cities of Rock Hill, Gastonia, and Concord, CRTPO, and City of Charlotte

Attachment(s)
Budget Ordinance
Resolution
ORDINANCE NO. ____________________


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

Section 1. That the sum of $113,270.38 hereby estimated to be available from the North Carolina Department of Transportation, the South Carolina Department of Transportation, the City of Concord, the City of Gastonia, and the City of Rock Hill

Section 2. That the sum of $113,270.38 is hereby appropriated in the General Capital Investment Fund (4001) into the project Air Quality Modeling - 4292000061 GL: 4001-42-42-4250-429200-000000-000

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

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

Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

__________________________________________
City Attorney
RESOLUTION PASSED BY THE CITY COUNCIL
OF THE CITY OF CHARLOTTE, NORTH CAROLINA ON MARCH 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, this Municipal Agreement is to provide for the development and maintenance of the
Metrolina Regional Travel Demand Model; and,

WHEREAS, Concord will reimburse the City 7.317% of the amount approved on an annual basis per
the FY 2017 through FY 2021 work programs; and,

WHEREAS, Gastonia will reimburse the City 8.843% of the amount approved on an annual basis per
the FY 2017 through FY 2021 work programs; and,

WHEREAS, Rock Hill will reimburse the City 4.634% of the amount approved on an annual basis
per the FY 2017 through FY 2021 work programs; and,

WHEREAS, the format and cost sharing philosophy is consistent with past municipal agreements;
and,

WHEREAS, the Director of the Department of Transportation and the City Clerk are hereby
empowered to sign and execute the Agreement with the North Carolina Department of
Transportation.

NOW, THEREFORE, BE IT RESOLVED that the Interlocal Agreements between the City of
Concord and the City of Charlotte Department of Transportation, the City of Gastonia and the City
of Charlotte Department of Transportation, and the City of Rock Hill and the City of Charlotte
Department of Transportation, are hereby formally approved by the City Council of the City of
Charlotte.
Agenda #: 28. File #: 15-5068 Type: Consent Item

Private Developer Funds Appropriation

Action:
Adopt a budget ordinance appropriating $100,000 in private developer funds for the following:

- A new traffic signal from Carmel Baptist Church,
- Signal modifications from Lennar Carolinas LLC, and
- Pedestrian signal modifications from Batson-Cook Company

Staff Resource(s):
Scott Putnam, Transportation

Explanation
- Lennar Carolinas LLC contributed $26,000 for signal modifications at the intersection of Choate Circle and Carowinds Boulevard.
- Carmel Baptist Church contributed $73,000 for a new traffic signal at the intersection of Reverdy Lane and Pineville-Matthews Road.
- Batson-Cook Company contributed $1,000 toward the installation of a pedestrian signal at Church Street and 9th Street.
- Payments made by the developers are in response to estimates of work prepared by the Charlotte Department of Transportation (CDOT) and supplied to the developers.
- The $100,000 is restricted to traffic signals, upgrades, and related work associated with the developers’ projects.
- Any funding contributed by developers for signal projects that is unused by the City will be refunded after project completion.
- CDOT will install and operate these signals as part of the existing signal systems in the area.

Fiscal Note
Funding: Private Developer Contributions

Attachment(s)
Map
Budget Ordinance
ORDINANCE NO. ____________________

AN ORDINANCE TO AMEND ORDINANCE NUMBER 8040-X, THE 2016-2017 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF $100,000 FOR TRAFFIC AND PEDESTRIAN SIGNAL MODIFICATIONS AND IMPROVEMENTS

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

Section 1. That the sum of $100,000 hereby estimated to be available from the following private developer sources:

- Lennar Carolinas LLC ($26,000)
- Carmel Baptist Church ($73,000)
- Baston-Cook Company ($1,000)

Section 2. That the sum of $100,000 is hereby appropriated in the General Capital Investment Fund (4001) into the following projects:

- Signal Modifications Choate Circle and Carowinds Blvd - 4292000296 ($26,000)
- New Signal Reverdy and Pineville-Matthews - 4292000302 ($73,000)
- Install pedestal N. Church & W 9th - 4292000228 ($1,000)

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

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

Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

__________________________________________
City Attorney
Liquid Asphalt for Roadway Repairs

Action:
A. Award a unit price contract to the lowest responsive bidder Blythe Construction for the purchase of liquid asphalt for 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):
Charles Jones, Transportation

Explanation
- The Charlotte Department of Transportation (CDOT) uses liquid asphalt in the repair and construction of asphalt, including pavements, potholes, utility patches, and street paving. The liquid asphalt provides a finished roadway surface.
- CDOT requires a local pickup facility within Mecklenburg County due to material storage requirements. Local pickup provides the flexibility to secure small quantities of material as needed and have deliveries of the material available for larger jobs.
- On January 23, 2017, Management and Financial Services issued an Invitation to Bid for Liquid Asphalt; one bid was received from interested vendors. The one bid received was withdrawn by the vendor within 72 hours of bid opening per state statutes due to a mistake within their bid.
- On February 15, 2017, Management and Financial Services issued a second Invitation to Bid; one bid was received from Blythe Construction.
- Staff evaluated and determined Blythe Construction’s bid to be fair and reasonable by factoring industry and market pricing with the expected value and quality of liquid asphalt.
- The vendor will be paid 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 Monthly Terminal Asphalt Binder Prices index published monthly by the North Carolina Department of Transportation.
- Estimated annual expenditures are $500,000.

Charlotte Business INClusion
No subcontracting goal is established because there are no subcontracting opportunities (Part B: Section 2.3 of the Charlotte Business INClusion Policy).
Agenda #: 29. File #: 15-5091 Type: Consent Item

Fiscal Note
Funding: Powell Bill Street Maintenance Fund
Sunset Road Sidewalk Project

**Action:**
Award a contract in the amount of $1,079,846.25 to the lowest responsive bidder B & N Grading, Inc. for the Sunset Road Sidewalk project.

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

**Explanation**
- The Sunset Road Sidewalk project will support the City’s Sidewalk Program to enhance connectivity, offer transportation choices, and improve pedestrian safety.
- The project includes the construction of new sidewalk along Sunset Road between Beatties Ford Road and Statesville Road (approximately 5,300 feet). Sidewalk will be installed on both sides of the street where not already provided.
  - The sidewalk will be six-feet-wide with an eight-foot planting strip, where feasible.
  - The project will also include midblock pedestrian refuge islands, as well as upgrades to CATS bus stops along the corridor.
- On December 22, 2016, the City issued an Invitation to Bid for Sunset Road Sidewalk; four bids were received from interested service providers.
- B & N Grading, Inc. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by second quarter of 2018.

**Background**
- In February 2014, the City Council approved a municipal agreement with the North Carolina Department of Transportation to construct a sidewalk on this portion of Sunset Road.
- The total project cost is estimated at $1,848,000.
- As part of the agreement, the City is eligible for up to $1,386,000 in reimbursement (75%) for real estate and construction costs through the Federal Congestion Mitigation and Air Quality Improvement Program.
- The remaining balance of $462,000 will be paid by the City.

**Disadvantaged Business Enterprise (DBE)**
Established DBE Goal: 4.0%
Committed DBE Goal: 20.17%
BandN Grading exceeded the established subcontracting goal, and has committed 20.17% ($217,764.80) of the total contract amount to the following certified DBE firms:
- Bullington Construction (DBE, SBE) ($115,164.80) (metal rail)
Agenda #: 30  File #: 15-5024  Type: Consent Item

- RRC Concrete (DBE, SBE) ($80,000) (concrete curb and gutter)
- Reynolds Fence and Guardrail (DBE) ($12,600) (steel beam guardrail)
- Streeter Trucking (DBE, MBE, SBE) ($10,000) (debris removal)

Note: This is a North Carolina Department of Transportation project with DBE Goals as a result of federal funding.

Fiscal Note
Funding: General Community Investment Plan

Attachment(s)
Map
Tuckaseegee/Berryhill/Thrift Road Roundabout

Action:
A. Authorize the City Manager to execute a Supplemental Municipal Agreement with the North Carolina Department of Transportation in the amount of $1,628,750,

B. Adopt a resolution accepting Surface Transportation Program Direct Allocation funds from the North Carolina Department of Transportation in the amount of $1,303,000, and

C. Adopt a budget ordinance appropriating $1,303,000 in North Carolina Department of Transportation funds.

Staff Resource(s):
Alan Morrison, Engineering and Property Management

Explanation
- The Tuckaseegee/Thrift/Berryhill Road Roundabout project will build a roundabout in place of the existing signal-controlled intersection to reduce congestion and enhance traffic flow.
- On November 9, 2015, City Council approved a Municipal Agreement in the amount of $2,800,000 for the Tuckaseegee/Thrift/Berryhill Road Roundabout project. The cost allocation was as follows:
  - North Carolina Department of Transportation (NCDOT) funds: $1,847,000, and
  - City of Charlotte funds: $953,000.
- During the design phase, staff realized additional funding would be needed over the engineer’s original estimate.
  - The original estimate was based on a functional concept design without survey or utility data inventory. This approach is normal business practice for purposes of meeting the grant submission timeframe.
- The field survey was completed during the planning phase. As a result, staff requested NCDOT to provide Surface Transportation Program Direct Allocation funds.
- The supplemental agreement for $1,628,750 is allocated as follows:
  - NCDOT funds: $1,303,000
  - City of Charlotte funds: $325,750.
- The total project cost including this supplemental agreement is $4,428,750 and is allocated as follows:
  - NCDOT funds: $1,847,000 + $1,303,000 = $3,150,000
  - City of Charlotte funds: $953,000 + $325,750 = $1,278,750

Fiscal Note
Agenda #: 31. File #: 15-5079 Type: Consent Item

Funding: North Carolina Department of Transportation Surface Transportation Program and the City's General Community Investment Plan

Attachment(s)
Map
Budget Ordinance
Resolution
Location Map: Supplemental Municipal Agreement for Tuckaseegee, Berryhill, and Thrift Roads Roundabout Project (Council District 3)
ORDINANCE NO. ____________________

AN ORDINANCE TO AMEND ORDINANCE NUMBER 8040-X, THE 2016-2017 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF $1,303,000 FROM THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR THE TUCKASEEGEE/BERRYHILL/THRIFT ROAD ROUNDBOUGHT

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

Section 1. That the sum of $1,303,000 hereby estimated to be available from the North Carolina Department of Transportation Surface Transportation Program Direct Allocation

Section 2. That the sum of $1,303,000 is hereby appropriated in the General Capital Investment Fund (4001) into the project Tuckasegee/Thrift/Berryhill Rd Intersection - 8010600032 GL: 4001-80-60-8010-801079-000000-000-530500

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
RESOLUTION PASSED BY THE CITY COUNCIL OF THE CITY OF CHARLOTTE, NORTH CAROLINA ON March 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, a Supplemental Municipal Agreement between the City of Charlotte and the North Carolina Department of Transportation (NCDOT) will allow the City to be reimbursed for the property acquisition, utility relocation, and construction work costs for the Tuckaseegee/Thrift/Berryhill Roundabout project; and,

WHEREAS, the Municipal Agreement provides for reimbursement of $1,303,000 which is a portion of the total cost of the project; and,

WHEREAS, the format and cost sharing philosophy is consistent with past Municipal Agreements: and,

WHEREAS, NCDOT and The City will fund this project.

NOW, THEREFORE, BE IT RESOLVED that this resolution from the City of Charlotte authorizing the City Engineer of the City of Charlotte to execute a Supplemental Agreement with the NCDOT for NCDOT to reimburse the City $1,303,000 for property acquisition, utility relocation, and construction work for Tuckaseegee/Thrift/Berryhill Road Roundabout is hereby formally approved by the City Council of the City of Charlotte and the City Engineer and Clerk of this Municipality are hereby empowered to sign and execute the Agreement with the aforementioned groups.
Scaleybark Road Traffic Calming Change Order

**Action:**
Approve change order #1 for $137,804.04 to Sealand Contractors Corp. for Scaleybark Road Traffic Calming project.

**Staff Resource(s):**
Bryan Tarlton, Engineering and Property Management
Imad Fakhreddin, Engineering and Property Management

**Explanation**
- The Scaleybark Road Traffic calming project is complete and included traffic calming features and pavement markings to delineate alternate street uses including on-street parking and bicycle lanes along Scaleybark Road between Conway Avenue and Woodlawn Road.
- On July 27, 2015, the City Council awarded the original contract in the amount of $1,433,650.61
- Change order #1 in the amount of $137,804.04 will provide funds to accommodate the following:
  - Additional water line, pavement repair, traffic control and storm drainage,
  - Updating and replacing existing sidewalk ramps to meet Public-Rights-of-Way Accessibility Guidelines Standards.
- The new total value of the contract including this change order is $1,571,454.65 and is within the existing project budget.

**Charlotte Business INClusion**
All additional work involved in this change order was performed by Sealand Contractors and their existing subcontractors (Part D: Section 6 of the Charlotte Business INClusion Policy).

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

**Attachment(s)**
Map
Location Map: Scaleybark Road Traffic Calming (Council District 1)
West Fourth Street Extension Streetscape

Action:
Award a contract in the amount of $1,168,348.50 to the lowest responsive bidder United of Carolinas, Inc. for the West Fourth Street Extension Streetscape project.

Staff Resource(s):
Lamar Davis, Engineering and Property Management

Explanation
- The West Fourth Street Extension Streetscape project (Project) will reduce the number of travel lanes by narrowing the roadway to create wider sidewalks, planting strips, medians with pedestrian refugee, bike lanes, street trees, and storm drainage improvements. The project limits are from the I-77 Bridge to Wesley Heights Way.
- The Project was originally part of the Johnson and Wales Way and Fourth Street project, completed in August 2015. Due to insufficient funding, this portion along West Trade Street was placed on hold until additional funding became available.
- The Project was again identified and ranked a high priority during the West Trade Street Rozzelles Ferry Comprehensive Neighborhood Improvement Public Involvement process.
- On January 5, 2017, the City issued an Invitation to Bid; six bids were received from interested service providers.
- United of Carolinas, Inc. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by fourth quarter 2018.

Charlotte Business INClusion
Established SBE Goal: 15.00%
Committed SBE Goal: 16.69%

United of Carolinas, Inc. exceeded the established SBE subcontracting goal, and has committed 16.69% ($195,000) of the total contract amount to the following certified firms (Part B: Section 3 of the Charlotte Business INClusion Policy):
- R.R.C. Concrete Inc. (SBE) ($175,000) (concrete)
- Cesar A Leon L.L.C. (SBE) ($20,000) (hauling)

Established MBE Goal: 5.00%
Committed MBE Goal: 0.00%
MBE Utilization with non-City certified MBEs: 16.69%*

United of Carolinas, Inc. failed to meet the established MBE subcontracting goal, but earned the minimum Good Faith Effort Points (Part B: Section 5 of the Charlotte Business INClusion Policy).
*At bid, United of Carolinas, Inc. committed 16.69% ($195,000) of the total contract amount to the following NCDOT MBE certified firms:
  - R.R.C. Concrete Inc. (SBE, NCDOT MBE) ($175,000) (concrete)
  - Cesar A Leon L.L.C. (SBE, NCDOT MBE) ($20,000) (hauling)
Both R.R.C. Concrete and Cesar Leon are in the process of obtaining their MBE certification with the NC Historically Underutilized Business Office.

A further detailed write-up of United of Carolinas, Inc.’s Good Faith Efforts is attached.

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

**Attachment(s)**
Map
Good Faith Effort
Location Map: West Fourth Street Extension Streetscape (Council District 2)
Good Faith Efforts Summary for West 4th Street Extension Project

Background

The West 4th Street Extension Project was bid on February 2, 2017. A total of six (6) firms submitted bids for the contract. Staff is recommending contract award to the low bidder, United of Carolinas, Inc. (UOC) with a total contract award amount of $1,168,348.50

The Established MBE Goal for this project was set at 5.00%, as derived from the City’s subcontracting goal setting formula.

At bid opening, UOC documented and committed MBE participation totaling 16.69% ($195,000) to the following certified firms: R.R.C. Concrete Inc. (concrete) and Cesar A. Leon (hauling). Unfortunately, neither firm is certified as a City MBE and therefore, cannot be counted towards a MBE goal which gave UOC a committed MBE participation totaling 0.00%.

Good Faith Effort (GFE) Summary

Per the City’s CBI Policy (Part B: Section 2.1), because the Established MBE Goal on this contract was not met at bid opening, UOC was required to submit documentation reflecting their efforts in earning the required minimum 50 Good Faith Effort (GFE) points, out of a total available 155 GFE points. City staff has reviewed UOC’s documentation and confirmed UOC’s achievement of 55 GFE points, comprised of the following efforts:

- GFE 5.3.1: Contacts (10 points)
- GFE 5.3.2: Making Plans Available (10 points)
- GFE 5.3.7: Negotiating in Good Faith with MWBEs and SBEs (15 points)
- GFE 5.3.10: Quick Pay Commitment on Contracts Up For Award (20 Points)
25th Street Extension Contract Amendment

Action:
Approve contract amendment #1 for $149,700 to Kimley-Horn and Associates, Inc. for additional design services.

Staff Resource(s):
Jim Keenan, Engineering and Property Management

Explanation

- On November 11, 2013, the City Council approved a contract in the amount of $478,060 for engineering services associated with the 25th Street Extension project.
- The project, included in the Northeast Corridor Infrastructure Program, provides connectivity to the LYNX Blue Line Extension project and extends 25th Street from North Davidson Street to North Brevard Street. Work includes:
  - A new street connection and bridge over Little Sugar Creek,
  - Street lighting,
  - Sidewalk,
  - Curb and gutter,
  - Street tree plantings,
  - Bicycle lanes,
  - On-street parking,
  - Pedestrian lighting and
  - Utility coordination.
- Contract amendment #1 in the amount of $149,700 will fund:
  - Additional design services to accommodate connection with the future Cross Charlotte Trail,
  - Revisions to permit documents for the bridge over Little Sugar Creek to accommodate new development and property owner concerns,
  - Minor design adjustments to accommodate public art installations on the project.
- On June 4, 2013, the City issued a Request for Qualifications for engineering services; 12 proposals were received from interested service providers.
- The City selected Kimley-Horn and Associates, Inc. for this project based upon its past project experience with similar projects of this scope.
- The new total amount of the contract, including this contract amendment, is $627,760 and is available in the project budget.
Charlotte Business INClusion
All additional work involved in this amendment will be performed by Kimley-Horn and their existing subconsultants (Part D: Section 6 of the Charlotte Business INClusion Policy).

Fiscal Note
Funding: General Community Investment Plan

Attachment(s)
Map
Location Map: 25th Street Extension Contract Amendment (Council District 1)
Oakdale Road Farm-to-Market Improvements Phase 1 Contract Amendment

Action:
Approve contract amendment #5 for $197,600 to RS&H Architects-Engineers-Planners, Inc. for additional engineering work on Oakdale Road Farm-to-Market project Phase 1.

Staff Resource(s):
Leslie Bing, Engineering & Property Management

Explanation
- The Oakdale Road Farm-to-Market project will upgrade Oakdale Road, from Old Plank Road to Dale Avenue, to improve safety, reduce congestion, support existing and proposed land uses, and provide accommodations for pedestrians, bicyclists, and transit users.
- Improvements will include:
  - Two-lane roadway with median/turn lane,
  - Bicycle lanes,
  - Sidewalk,
  - Curb and gutter
  - Storm drainage,
  - Planting strips,
  - Retaining walls, and
  - Street lighting.
- The utilities relocation is necessary prior to constructing planned roadway improvements. At the conclusion of design and real estate acquisition in February 2014, utility relocation delays prevented bid and construction. Utility relocation is currently nearing completion; however, the design plans must be adjusted for the bid to include updated conditions and 2017 design standards.
- Contract amendment #5 in the amount of $197,600 will provide funding for additional engineering work to update the project plans with current design standards including Public Rights-of-Way Accessibility Guidelines and pavement structure design analysis.
  - Additional pavement excavation is sometimes needed to correct unsuitable sub-grades on these types of roadways.
  - Pavement structure design analysis can reduce asphalt cost overruns during construction.
- The total contract amount to date including this amendment is $1,137,000 and is available in the project budget.

Background
- In May 2006, the City Council adopted the 25-year Transportation Action Plan (TAP).
- Farm-to-Market (FTM) roads are identified in the TAP as being generally deficient in their ability to
adequately serve the rapidly developing urban land uses surrounding them.

- RS&H was selected pursuant to the Council-approved, qualifications-based selection process.
- Right-of-way acquisition and construction funding for this project was included in the 2010 Transportation Bonds.
- On April 27, 2009, City Council approved the original planning and design contract in the amount of $599,100.
- On May 23, 2011, City Council approved amendment #1 for $165,300 which included additional design and redesign services in response to citizen concerns.
- On May 3, 2012, the City Manager approved contract amendment #2 in the amount of $85,000 for additional utility coordination, storm drainage analysis, and redesign to reduce downstream flooding.
- On April 16, 2013, the City Manager approved contract amendment #3 for $90,000 for additional design services resulting from real estate negotiations.
- Contract amendment #4, dated June 16, 2015, extended the expiration date of the contract.

**Charlotte Business INClusion**
All additional work involved in this amendment will be performed by RS&H and their existing subconsultants (Part D: Section 6 of the Charlotte Business INClusion Policy).

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

**Attachment(s)**
Map
Location Map: Oakdale Road Farm-to-Market Improvements (Council District 2)
Demolition and Environmental Services

Action:
Approve unit price contracts with the following companies for demolition and environmental services for a term of three years:

- D.H. Griffin Wrecking Co., Inc.,
- Double D Construction Services, Inc.,
- Trifecta Services Company (MBE), and
- W.C. Black and Sons, Inc. (SBE)

Staff Resource(s):
Steve Gucciardi, Engineering & Property Management

Explanation

- These firms will provide on-call demolition and environmental services for the City’s existing Community Investment Plan, including transportation, utility, storm water, and economic development projects.
- There are frequent needs to demolish structures in an expedient manner to enable project construction and protect the health and safety of residents.
- These contracts will provide demolition and related services for federal, state and locally-funded projects including:
  - Securing structures,
  - Asbestos abatement,
  - Lead paint abatement,
  - Mold abatement,
  - Utility coordination and/or relocation,
  - Demolition, clearing and grading of specified structures and related improvements,
  - Underground storage tank removal,
  - Well abandonment, and
  - Tree removal.
- The City will issue work orders with the individual firms as needs arise.
- On December 13, 2016, the City issued a Request for Proposal (RFP) for Unspecified Demolition and Environmental Services FY 2017. In response to the RFP, the City received 10 proposals from interested service providers.
- Engineering & Property Management Department staff evaluated the proposals and determined D.H. Griffin Wrecking Co., Inc., Double D Construction Services, Inc., Trifecta Services Company, and W.C. Black and Sons, Inc. best meets the City’s needs in terms of qualifications, experience, cost and responsiveness to RFP requirements.
- Estimated expenditures for each contract would be $500,000 over a three-year term.

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). On these contracts, the Prime Consultants have
committed to the following certified firms to participate as work order scopes are defined:

**D.H Griffin Wrecking Co**
- Mid-Atlantic Erosion Control (MBE, SBE) (erosion control)
- MUGO Gravel & Grading (SBE) (hauling)
- Access Services (SBE, MBE) (general labor)

**Double D Construction Services**
- W.C. Black & Sons (SBE) (hauling)
- Get the Lead Out (SBE) (lead inspections)
- Roy Consulting (SBE) (third party clearance)

**Trifecta Services Company (MBE)**
- Advantage Waste Recycling & Disposal (WBE) (hauling)
- All Points Waste Services (MBE) (demo services/hauling)

**W.C. Black & Sons (SBE)**
- Roy Consulting Group (SBE) (well abandonment)
- Superior Abatement (SBE) (asbestos abatement)

**Fiscal Note**
Funding: General Community Investment Plan
Building Services Maintenance, Repair, and Operating Supplies

Action:
A. Approve the purchase of maintenance, repair, and operating supplies from a cooperative purchasing contract as authorized by G.S. 143-129(e)(3),

B. Approve a unit price contract with HD Supply Facilities Maintenance, Ltd. for the purchase of maintenance, repair, and operating supplies for a term of three years under the U.S. Communities™ Government Purchasing Alliance (contract# 16154, effective February 1, 2017), and

C. Authorize the City Manager to extend the contract for additional one-year terms as long as the cooperative contract is in effect, at prices and terms that are the same or more favorable than those offered under the cooperative contract.

Staff Resource(s):
William Haas, Engineering & Property Management

Cooperative Purchasing Exemption
NC S.L. 2001-328, effective January 1, 2002, authorizes competitive group purchasing.

Explanation
- The Building Services Division of the Engineering & Property Management Department is responsible for the operations and maintenance of approximately 300 municipal facilities, structures, and assets, with a range of uses including office, warehouse, storage, parking, vehicle maintenance, communication towers, and public safety.
- Maintaining these facilities require supplies ranging from, but not limited to, janitorial and safety, hardware, millwork, doors and locks, fans, lighting, electrical, plumbing and HVAC repair parts, painting, flooring, and power tools.
- Cooperative purchasing contracts aggregate purchasing power at regional and national levels to provide goods to public agencies and the best value.
- The contract with HD Supply Facilities Maintenance, Ltd. will provide an alternate source to existing City-wide contracts to accommodate Engineering & Property Management’s diverse need for maintenance and repair supplies on a 24 hours a day, 7 days a week yearly basis.
- HD Supply, Ltd. has a contract awarded through the U.S. Communities™ Government Purchasing Alliance that offers competitively obtained contracts to public agencies nationwide.
- The company will be paid the unit prices set forth in the contract, a copy of which is available upon request.
- Annual expenditures are estimated to be $150,000.
Charlotte Business INClusion
These are cooperative purchasing contracts and are exempt (Part A: Appendix 27 of the Charlotte Business INClusion Policy).

Fiscal Note
Funding: Engineering & Property Management Operating Budgets
Citywide Pre-Employment Physicals

Action:
A. Approve unit price contracts with the following companies for Pre-Employment Physicals for an initial term of three years:
   - Concentra Medical Centers,
   - Novant Health Urgent Care and Occupational Medicine, and
B. Authorize the City Manager to renew the contracts for up to two additional, one-year terms and to amend the contracts consistent with the City’s business needs and the purpose for which the contracts were approved.

Staff Resource(s):
Kay Elmore, Management and Financial Services

Explanation
- The City conducts pre-employment physicals on all final candidates for certain job classes throughout various City departments, including but not limited to CATS, Charlotte Water, Solid Waste Services, and Transportation.
- Pre-employment physicals must be in compliance with all federal, state, and local occupational health and safety regulations.
  - Companies shall perform a comprehensive history and physical exam that includes an evaluation of the essential job functions, and ensures that all candidates are medically capable to perform required job duties, and will not be placed in positions that can aggravate existing medical conditions or create hazards to themselves or others.
- On April 1, 2016, the City issued a Request for Proposals (RFP) for Pre-Employment Physical Services. In response to the RFP, the City received two proposals from interested service providers.
- As part of the evaluation process, the City reviewed the existing clinic services contract as a possible solution for providing Pre-Employment Physical Services, but determined that the vendor would not be able to support this additional scope of work within the timeframe required by the City.
- The City will continue to review the existing clinic services contract to consider moving all Pre-Employment Physicals under this contract.
- The Project Team, consisting of staff from Management and Financial Services, Human Resources, Solid Waste Services, Aviation, Engineering and Property Management, and Charlotte-Mecklenburg Police Department evaluated the proposals and determined that the companies Concentra Medical Centers and Novant Health Urgent Care and Occupational Medicine best meet the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- The companies will be paid the unit prices set forth in their respective contracts, copies of which are available upon request.
- Total expenditures across both contracts are estimated to be $100,000 in the aggregate annually.
Charlotte Business INClusion
No subcontracting goal was established because there are no subcontracting opportunities (Part C: Section 2.1 (a) of the Charlotte Business INClusion Policy).

Fiscal Note
Funding: Various Departments’ Operating Budget
City of Charlotte

Agenda Date: 3/27/2017

Agenda #: 39. File #: 15-4477 Type: Consent Item

Citywide Cabling Services

Action:
A. Approve unit price contracts with the following companies for cabling services for an initial term of three years:
   - Network Cabling Systems Inc., and
   - Telware Corporation

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

Staff Resource(s):
Kay Elmore, Management and Financial Services

Explanation
- The City requires a qualified and experienced company to provide on-call low voltage cabling for installation and minor renovations.
- With over 100 City facilities that may require cabling, a Citywide contract for Cabling Services benefits the City by leveraging volume discounts on products and limiting administrative burden on City Departments.
- The services primarily include installation of data cabling, as well as installation and maintenance of Ethernet cables and voice cables.
- Data cabling is needed whenever City employees’ workstations are moved to another area in a building or when adding new employee workstations.
- On November 21, 2016, the City issued a Request for Proposals (RFP) for Cabling Services. In response to the RFP, the City received three proposals from interested service providers.
- The Project Team, consisting of staff from Management and Financial Services, Charlotte Water, Innovation and Technology, and Charlotte Fire Department evaluated the proposals and determined that Network Cabling Systems and Telware Corporation best meet the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- Staff anticipates renewing the contract for up to two additional, one-year terms.
- The company will be paid the unit prices set forth in the contract, a copy of which is available upon request.
- Estimated contract expenditures are $850,000 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). Network Cabling Systems is a certified MBE.

Fiscal Note
Funding: Various Departments’ Operating Budgets
Reedy Creek Stream Restoration Design-Build Project

Action:
Approve contract amendment #1 for $10,318,872 to Wildlands Engineering, Inc. establishing the Guaranteed Maximum Price for the Reedy Creek Stream Restoration project.

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

Explanation
- The Reedy Creek Stream Restoration project will restore or enhance portions of Reedy Creek while generating stream mitigation credits.
- The restoration project is the first stream restoration project to use the design-build process, which employs a single-contracted entity to complete:
  - Planning,
  - Design,
  - Real estate services,
  - Construction,
  - Warranty and
  - Maintenance and monitoring (five years).
- On January 27, 2014, the City Council approved the initial contract for design-build services with Wildlands Engineering, Inc. in the amount of $900,000. The contract included planning services, real estate services, and completion of up to 60% of design services.
- The design of the project is now 60% complete and the design-builder has completed the construction pricing for the project.
- For design-build contracts, the design completion and construction services are awarded as a Guaranteed Maximum Price (GMP) contract amendment based on the design of the project.
  - This GMP contract amendment includes funding for design completion, construction, and mitigation monitoring.
- The GMP establishes the maximum amount to be paid to the design-builder for the project unless the scope of work is changed or substantial adverse conditions unknown to the City or the design-builder are discovered. The GMP is within the budget estimate for the project.
- The GMP was established through a combination of competitive bidding with material and equipment suppliers and subcontractors, and work to be completed by Wildlands Engineering, Inc. based on the fees and rates proposed during the design-build selection process.
- The project includes approximately 26,000 feet of streams and approximately 4.2 acres of wetlands enhancement that will improve water quality and reduce stream bank erosion within the 1,630-acre Reedy Creek watershed.
- The project area is mostly within Reedy Creek Park and bordered by Plaza Road Extension to the south and west, Rocky River Road to the north, and Hood Road to the east.
- The City is collaborating with the Mecklenburg County Park and Recreation Department and the University of North Carolina at Charlotte to ensure a strong partnership to provide educational opportunities and maximize benefits to the park, which is a nature preserve.
- The project construction is scheduled to be complete by first quarter 2020.
Background

- Stream restoration projects are ideal candidates for the design-build method as compared with the traditional low-bid build process. This delivery method allows for field design changes during construction, which are a critical component for a successful stream restoration project.
- In 2004, the City established a Stream Restoration Mitigation Bank to hold mitigation credits that can be used later by City and Mecklenburg County public projects. Without the City Bank, all public entities impacting streams were paying mitigation fees to the state of North Carolina, which in turn were being used in other parts of the state.
- The Clean Water Act often requires public projects to mitigate impacts to streams and wetlands by restoring similar features elsewhere, or to pay a mitigation fee into a publicly held fund or bank.
- Mitigation credits are currently sold by the bank to individual projects, which allows the Storm Water Program to recoup the cost associated with restoring streams.
- Stream restoration is the process of converting a degraded, eroding stream corridor to a stable condition.
- Stream restoration projects generate mitigation credits that can be used to offset stream and wetland impacts on public projects.
- Sediment from eroding stream banks is one of the largest sources of stream impairment in Mecklenburg County, and the City’s federally-required storm water permit requires streams be protected from such impacts.

Charlotte Business INClusion

The City negotiates subcontracting participation for Design Build contracts after scopes of work are defined for design and construction services (Part G: Section 2.7 of the Charlotte Business INClusion Policy). Wildlands Engineering, Inc. has committed 14.68% of approved tasks to the following certified firms:

- Baker A.R., LLC (SBE) (hauling stone and suitable soil)
- Carolina Wetlands Services, Inc. (SBE, WBE) (planting, seeding, grubbing, erosion control)
- Coastline Partners (SBE, WBE) (mulching, chipping)
- Survey & Mapping Control, Inc. (SBE) (staking, surveying)

Fiscal Note

Funding: Storm Water Community Investment Plan

Attachment(s)

Map
Location Map: Reedy Creek Stream Restoration Design/Build Project  
(Council District 4)
Storm Water System Maintenance Contract

Action:
A. Award a contract in the amount of $1,963,121 to the lowest responsive bidder Onsite Development, LLC for the Storm Water Maintenance FY 2017E project, and

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

Staff Resource(s):
Susan Tolan, Engineering & Property Management Department

Explanation
- The contract with Onsite Development, LLC is to support an ongoing program to provide maintenance and/or repairs to existing storm drainage systems and construction of new storm drainage systems.
  - Each request is investigated and prioritized based on the severity of potential public/private property flooding.
  - The necessary repairs for each project are designed and a work order prepared including an estimated list of quantities.
- On February 8, 2017, the City issued an Invitation to Bid; four bids were received from interested service providers.
- Onsite Development, LLC was selected as the lowest responsive, responsible bidder.
- The total contract amount is based on competitively bid unit price items typically used during storm drainage repairs and construction.
- The City may renew the contract up to two times as an incentive to the contractors for good performance and quality work.
- Approximately 60-75 projects may be constructed from the contract if the City exercises the two renewals.
- The total contract cost for a three year term is estimated at $5,889,363. The total amount may vary depending on the nature of the repairs actually constructed.

Charlotte Business INClusion
Onsite Development, LLC has identified MSBEs on its project team, and for each work order issued, committed 21.50% of the total contract amount to the following certified firms:
- Affordable Source Trucking, LLC (SBE) (hauling)
- Axiom Foundations, LLC (SBE) (foundation protection)
Agenda #: 41. File #: 15-5150 Type: Consent Item

- B & N Grading, Inc. (SBE) (asphalt)
- JV Trucking, LLC (SBE) (hauling)
- L. Carranza Dumptruck Service Company (SBE) (hauling)
- Landmark Materials, LLC (SBE) (hauling)
- MTS Trucking Inc. (SBE, MBE) (hauling)
- On Time Construction, Inc. (SBE, MBE) (concrete)
- R.R.C. Concrete Inc (SBE) (concrete)
- Streeter Trucking Company, Inc. (SBE, MBE) (hauling)

Fiscal Note
Funding: Storm Water Community Investment Plan
Agenda #: 42. File #: 15-5050 Type: Consent Item

Storm Water Drainage Repair Contract

Action:
A. Approve a contract in the amount of $817,658 to Onsite Development, LLC for the Storm Water Drainage Repair (FY 2017 D) project, and

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

Staff Resource(s):
Susan Tolan, Engineering & Property Management

Explanation
- The contract with Onsite Development, LLC is part of an ongoing program to provide repairs to existing storm drainage systems.
  - Each request is investigated and prioritized based on the severity of potential public/private property flooding.
  - The necessary repairs for each project are determined and a work order prepared including an estimated list of quantities.
  - Work is limited to repairs on City-maintained drainage systems.
- The total contract amount is based on competitively bid unit price items typically used during storm drainage repairs and construction.
- The City may renew this contract up to two times as an incentive to the contractor for good performance and quality work.
- Approximately 160 projects may be constructed from the contract if the City exercises the two renewals for contract term totals of $2,452,974 and three years. The number may vary depending on the nature of the repairs actually constructed.
- On January 17, 2017, the City issued an Invitation to Bid; two bids were received from interested service providers. Since a minimum of three bidders are required to open per North Carolina General Statute 143-132, the project was re-advertised on January 31, 2017.
- Onsite Development, LLC was selected as the lowest responsive, responsible bidder.

Charlotte Business INCusion
Onsite Development, LLC has identified MSBEs on its project team, and for each work order issued, committed 21% of the total contract amount to the following certified firms:
- Axiom Foundations, LLC (SBE) (foundation protection)
- B & N Grading, Inc. (SBE) (asphalt)
Agenda #: 42 File #: 15-5050 Type: Consent Item

- JV Trucking, LLC (SBE) (hauling)
- L. Carranza Dumptruck Service Company (SBE) (hauling)
- Landmark Materials, LLC (SBE) (hauling)
- MTS Trucking Inc. (SBE, MBE) (hauling)
- On Time Construction, Inc. (SBE, MBE) (concrete)
- R.R.C. Concrete Inc (SBE) (concrete)
- Streeter Trucking Company, Inc. (SBE, MBE) (hauling)

Fiscal Note
Funding: Storm Water Community Investment Plan
Airport Revenue Bonds

Action:
A. Approve the initial findings resolution and authorize the Chief Financial Officer to make appropriate application to the Local Government Commission for issuance of up to $235 million in General Aviation Revenue Bonds, $155 million in refunding General Aviation Revenue Bonds, and up to $175 million in revenue bond anticipation notes, and

B. Set a public hearing on April 10, 2017, for this financing package as required by Internal Revenue Service regulations.

Staff Resource(s):
Michael Hill, Aviation
Scott Greer, Management and Financial Services

Explanation
- Staff is seeking City Council authorization for the issuance of up to $235 million in long-term General Aviation Revenue Bonds (GARBs) to provide permanent financing for projects listed below, including expenses funded with short-term construction-period financing issued in 2016; authorization of a new construction period financing program for up to $175 in short-term notes to complete the remainder of the projects (expected permanent financing in two to three years); and up to $155 million in refunding GARBs to replace the 2007A GARB’s for debt service savings and convert the 2007B, 2008D, 2011C GARB’s from a variable rate to a fixed rate.
- The 2017 GARBs will provide long-term financing for the following projects which are part of the Aviation Community Investment Plan:
  - Terminal Complex Improvements
    - Concourse A Expansion - Phase I (9 Gates)
    - Terminal Lobby Expansion Design
    - Concourse E Baggage Transfer Station
    - Terminal Rehabilitation Design
    - Energy Infrastructure Upgrades - Phase II
    - East Terminal Expansion - Phase II-Design
    - Concourse E Airline Space Addition
  - Airfield Improvements
    - West Ramp Expansion Phase I - Design
    - West Ramp Expansion Phase I - Construction
  - Ground Transportation Projects
    - Long Term 2 Parking Lot Expansion
    - Other Long Term Parking Lot Improvements
    - Business Valet Parking Deck II
  - Airport Services and Facilities Projects
    - Vehicle Maintenance Facility
    - Little Rock Road Extension
  - Other Projects
Agenda #: 43. File #: 15-5230 Type: Consent Item

- Concessions Distribution Warehouse - Design

- The 2017 Note will provide short-term financing for the following projects:
  - Terminal Complex Improvements
    - Terminal Lobby Expansion - Construction
    - Terminal Rehabilitation - Construction
    - Terminal Rehabilitation - Incidental Projects
    - Terminal Fuel Farm Expansion Phase III
    - East Terminal Expansion - Phase II Construction
  - Airport Services and Facilities Projects
    - Joint Ops Center
  - Other Projects
    - Concession Distribution Warehouse - Construction

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

- The Internal Revenue Services Department requires a public hearing on new tax-exempt debt funded projects. This action will set a public hearing for April 10, 2017.

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

- An outside feasibility study will be completed that indicates sufficient revenues are forecasted to be available to pay the debt prior to debt issuance.

- The debt issuances must be approved by the Local Government Commission (LGC). This action authorizes the City to submit an application for the issuances to the LGC for approval at its May meeting.

Next Steps
- City Council will conduct the public hearing on April 10, 2017.

- The adoption of the amended and restated bond order and approving resolutions is scheduled for April 24, 2017.

Fiscal Note
Funding: Airport Debt Service Fund

Attachment(s)
Initial Findings Resolution
A Regular Meeting of the City Council of the City of Charlotte, North Carolina was duly held in the Meeting Chamber at the Charlotte-Mecklenburg Government Center in Charlotte, North Carolina, the regular place of meeting, at _____ p.m. on March 27, 2017:

Members Present:

Members Absent:

Councilmember _______________ introduced the following resolution, a summary of which had been provided to each Councilmember, copy of which was available with the City Council and which was read by title:

A RESOLUTION MAKING CERTAIN FINDINGS AND AUTHORIZING THE APPLICATION TO THE LOCAL GOVERNMENT COMMISSION FOR ISSUANCE OF AIRPORT REVENUE BOND FINANCINGS AND RELATED MATTERS

WHEREAS, the City of Charlotte, North Carolina, a municipal corporation in the State of North Carolina (the “City”), owns and operates within the City a public airport known as the Charlotte Douglas International Airport (together with such additions thereto as may be made from time to time, the “Airport”);

WHEREAS, the City is empowered, under the Constitution and laws of the State of North Carolina, particularly The State and Local Government Revenue Bond Act (Sections 159-80 to 159-97, inclusive, as amended, of the General Statutes of North Carolina), as the same may be amended from time to time (the “Act”), to issue its revenue bonds for the purpose of financing airport facilities and refunding prior bonds issued for such purposes;

WHEREAS, the City Council of the City (the “City Council”) on November 18, 1985 adopted a bond order authorizing and securing airport revenue bonds of the City, which the City Council amended on June 8, 1992 and August 23, 2004 (the “Bond Order”);

WHEREAS, the City Council has determined and hereby further determines that it is in the City’s best interest to finance the costs of certain projects at the Airport, including (1) improvements to long-term parking lots, (2) addition to airline space in Concourse E, (3) design and construction of Phase II of an expansion of the East Terminal, (4) design and construction of Terminal rehabilitation and related projects, (5) construction of a Concourse E baggage transfer station, (6) construction of Phase I of an expansion of Concourse A, (7) implementation of Phase II of energy infrastructure improvements, (8) expansion of Long-Term 2 parking lot, (9) design and construction of a concession distribution warehouse, (10) design and construction of the expansion of the Terminal lobby, (11) design and construction of Phase I of the expansion of the West Ramp, (12) construction of a vehicle maintenance facility, (13) extension of Little Rock Road, (14) construction of the Business Valet Parking Deck II, (15)
construction and expansion of the Terminal fuel farm and (16) design and construction of a joint operations center (collectively, the “2017 Projects”);

WHEREAS, the City has proceeded with financing some of the 2017 Projects on an interim basis from the proceeds of City of Charlotte, North Carolina Airport Revenue Bond Anticipation Note, Series 2016 (the “2016 BAN”);

WHEREAS, the City Council hereby determines that it is desirable to refinance the 2016 BAN in order to achieve a long-term fixed cost of funds for the portion of the 2017 Projects financed with the 2016 BAN;

WHEREAS, the City Council hereby determines that it is desirable to refund in advance of their maturities the City’s Airport Revenue and Refunding Revenue Bonds, Series 2007A maturing on and after July 1, 2018 (the “Refunded 2007A Bonds”) in order to achieve debt service savings;

WHEREAS, the City Council hereby determines that it is desirable to refund in advance of their maturities the outstanding principal amounts of the City’s Variable Rate Airport Revenue Bonds, Series 2007B (the “Refunded 2007B Bonds”), the City’s Variable Rate Airport Refunding Revenue Bonds, Series 2008D (the “Refunded 2008D Bonds”) and the City’s Variable Rate Airport Revenue Bonds, Series 2011C (the “Refunded 2011C Bonds” and collectively with the Refunded 2007A Bonds, the Refunded 2007B Bonds and the Refunded 2008D Bonds, the “Refunded Bonds”) in order to reduce the risks of variable rates and fix the long-term costs of such bonds;

WHEREAS, in order to obtain funds to finance and refinance the 2017 Projects and to refund the Refunded Bonds, the City is considering the issuance of (1) three series of its airport revenue bonds, to be known as “City of Charlotte, North Carolina Airport Revenue Bonds” (with appropriate designations added) (collectively, the “2017 Bonds”) in an aggregate principal amount not to exceed $390,000,000, and (2) a bond anticipation note to be known as “City of Charlotte, North Carolina Airport Revenue Bond Anticipation Note” (with appropriate designations added) in a principal amount not to exceed $175,000,000 (the “2017 Note”);

WHEREAS, with respect to the 2017 Bonds, the City Council wants to (1) retain Parker Poe Adams & Bernstein LLP, as bond counsel; (2) request the Commission’s approval of the sale of the 2017 Bonds to Merrill Lynch, Pierce, Fenner & Smith Incorporated, PNC Capital Markets LLC and J.P. Morgan Securities LLC, as underwriters for the 2017 Bonds; (3) approve the selection by the Underwriters of McGuireWoods LLP, as Underwriters’ counsel; (4) retain Newton and Associates, Inc., as airport financial consultant, Frasca & Associates, L.L.C., as airport financial advisor, and DEC Associates, Inc., as financial advisor; and (5) retain U.S. Bank National Association, as trustee for the 2017 Bonds (collectively, the “2017 Bonds Financing Team”);

WHEREAS, with respect to the 2017 Note, the City Council wants (1) retain Parker Poe Adams & Bernstein LLP, as bond counsel; (2) request the Commission’s approval of Bank of America, N.A., as the initial purchaser of the 2017 Note; (3) approve the selection by the Purchaser of McGuireWoods LLP, as Purchaser’s counsel; (4) retain Newton and Associates, Inc., as airport financial consultant, Frasca & Associates, L.L.C., as airport financial advisor, and DEC Associates, Inc., as financial advisor; and (5) retain U.S. Bank National Association, as trustee for the 2017 Note (collectively, the “2017 Note Financing Team”);

WHEREAS, the City Council authorizes the City’s Chief Financial Officer to file with the Commission an application for its approval of the 2017 Bonds and the 2017 Note, on a form prescribed by the Commission, and (1) request in such application that the Commission approve (A) the negotiation
of the sale of the 2017 Bonds to the Underwriters, (B) the City’s use of the 2017 Bonds Financing Team for the 2017 Bonds, (C) the negotiation and sale of the 2017 Note to Bank of America, N.A. and (D) the City’s use of the 2017 Note Financing Team in connection with the issuance of the 2017 Note; and (2) state in such application such facts and to attach thereto such exhibits in regard to the 2017 Bonds and the 2017 Note and to the City and its financial condition, as may be required by the Commission, and to take all other action necessary to the issuance of the 2017 Bonds and the 2017 Note;

WHEREAS, the City Council wants to call a public hearing today regarding the issuance of the 2017 Bonds and the 2017 Note and the plan of financing set forth in this Resolution;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charlotte, North Carolina:

Section 1. The 2017 Bonds are to be issued by the City for the purpose of providing funds, together with other available funds of the City, (1) to refinance a portion of the 2016 BAN and further finance the 2017 Projects, (2) to refund in advance of their maturities the Refunded Bonds, (3) to fund any necessary debt service reserves for the 2017 Bonds, (4) to pay capitalized interest on the 2017 Bonds and (5) to pay the costs of issuing the 2017 Bonds all as to be set out fully in the documents attached to the City’s application to the Commission. The 2017 Note is to be issued by the City for the purpose of providing funds, together with other available funds of the City, to refinance a portion of the 2016 BAN and further finance the 2017 Projects and to pay the costs of issuing the 2017 Note all as to be set out fully in the documents attached to the City’s application to the Commission.

Section 3. The 2017 Bonds Financing Team is hereby approved in connection with the issuance by the City of the 2017 Bonds and the 2017 Note Financing Team is hereby approved in connection with the issuance by the City of the 2017 Note. The City’s Chief Financial Officer, or his designee, is authorized to appoint other members to each financing team as he determines is necessary and appropriate to carry out the plan of financing described herein.

Section 4. The filing of one or more applications with the Commission for its approval of the issuance of the 2017 Bonds and the 2017 Note by the City’s Chief Financial Officer, or his designee, with advice from the City Manager, the City Attorney and bond counsel, is hereby authorized and approved.

Section 5. The City Council finds and determines, and asks the Commission to find and determine from the City’s application and supporting documentation, as follows:

(a) the issuance of the 2017 Bonds is necessary or expedient;

(b) the not to exceed stated principal amount of the 2017 Bonds will be sufficient but is not excessive, when added to other moneys available to the Airport, to refinance the 2016 BAN and further finance the 2017 Projects and refund the Refunded Bonds;

(c) the Airport as now constituted and after the financing of the 2017 Projects and the refunding of the Refunded Bonds is feasible;

(d) the City’s debt management procedure and policies are good; and

(e) the 2017 Bonds can be marketed at a reasonable interest cost to the City.
Section 6. The City Council finds and determines, and asks the Commission to find and determine from the City’s application and supporting documentation, as follows:

(a) the issuance of the 2017 Note is necessary or expedient;

(b) the not to exceed stated principal amount of the 2017 Note will be sufficient but is not excessive, when added to other moneys available to the Airport, to further finance the 2017 Projects;

(c) the Airport as now constituted and after the financing of the 2017 Projects is feasible;

(d) the City’s debt management procedure and policies are good; and

(e) the 2017 Note can be marketed at a reasonable interest cost to the City.

Section 7. The City Council requests that the Commission sell the 2017 Bonds through negotiation to the Underwriters but at a true interest cost not exceeding 6.00%. The City Council requests that the Commission sell the 2017 Note through negotiation to Bank of America, N.A. on such terms as may be agreed on but at an initial interest rate not exceeding 3.50%.

Section 8. The City Council has ascertained and hereby determines that the average period of usefulness of the capital projects being financed and refinanced by the proceeds of the 2017 Bonds and the 2017 Note is not less than 30 years computed from the date of issuance of the 2017 Bonds.

Section 9. The Mayor, the City Manager, the Chief Financial Officer, the Finance Director, the City Treasurer, the City Debt Manager, the City Attorney, the City Clerk and any Deputy City Clerk, individually or collectively (the “Authorized Officers”), are hereby authorized, empowered and directed to do any and all other acts and to execute any and all other documents, which they, in their discretion, deem necessary and appropriate in order to consummate the transactions contemplated by this Resolution and the other documents presented to this meeting and to execute and administer such transactions; except that none of the above is authorized or empowered to do anything or execute any document which is in contravention, in any way, of (a) the specific provisions of this Resolution, (b) any agreement to which the City is bound or (c) any applicable law, statute, ordinance, rule or regulation of the United States of America or the State of North Carolina.

Section 10. Pursuant to and in satisfaction of the requirements of Section 147(f) of the Internal Revenue Code, the City Council will conduct a public hearing (the “Public Hearing”) on April 10, 2017 at 6:30 p.m., or as soon thereafter as practicable, in the Meeting Chamber, Charlotte-Mecklenburg County Government Center, 600 East Fourth Street, Charlotte, North Carolina 28202, concerning the issuance of the 2017 Bonds and the 2017 Note in an aggregate principal amount not to exceed the amount listed in the notice of the Public Hearing and (b) the plan of financing described in this Resolution. The City Clerk has caused a notice of the Public Hearing, in substantially the form attached hereto as Exhibit A, to be published once in a qualified newspaper of general circulation within the City no fewer than 14 days prior to the Public Hearing.

Section 11. All acts and doings of the City officials authorized by this Resolution that are in conformity with the purposes and intents of this Resolution are in all respects approved and confirmed.

Section 12. All resolutions or parts thereof of the City Council in conflict with the provisions herein contained are, to the extent of such conflict, hereby superseded and repealed.
Section 13. This Resolution is effective on its adoption.
STATE OF NORTH CAROLINA )

) ss:

CITY OF CHARLOTTE )

I, ____________________, the ______________ of the City of Charlotte, North Carolina, DO HEREBY CERTIFY that the foregoing is a true and exact copy of a resolution entitled “A RESOLUTION MAKING CERTAIN FINDINGS AND AUTHORIZING THE APPLICATION TO THE LOCAL GOVERNMENT COMMISSION FOR ISSUANCE OF AIRPORT REVENUE BOND FINANCINGS AND RELATED MATTERS” adopted by the City Council of the City of Charlotte, North Carolina, at a meeting held on the 27th day of March, 2017, the reference having been made in Minute Book _____, and recorded in full in Resolution Book _______, Page(s) ______.

WITNESS my hand and the corporate seal of the City of Charlotte, North Carolina, this the ___ day of ______________, 2017.

__________________________

City Clerk
City of Charlotte, North Carolina
TEFRA NOTICE

NOTICE OF A PUBLIC HEARING REGARDING THE FINANCING OF CERTAIN AIRPORT PROJECTS WITH THE PROCEEDS OF A TAX-EXEMPT BONDS AND NOTES TO BE ISSUED BY THE CITY OF CHARLOTTE, NORTH CAROLINA

NOTICE IS HEREBY GIVEN to all interested parties that the City of Charlotte, North Carolina, a municipal corporation of the State of North Carolina (the “City”), has determined to issue its an Airport Revenue Bonds and Airport Revenue Bond Anticipation Note, in several series, in an aggregate principal amount not to exceed $565,000,000 (collectively, the “Bonds”) the interest on which will be excludible from gross income for federal income tax purposes.

The Bonds will also be issued (A) to finance and refinance, together with other available funds of the City, all or a portion of the costs of certain projects at the Charlotte Douglas International Airport (the “Airport”), including (1) improvements to long-term parking lots, (2) addition to airline space in Concourse E, (3) design and construction of Phase II of an expansion of the East Terminal, (4) design and construction of Terminal rehabilitation and related projects, (5) construction of a Concourse E baggage transfer station, (6) construction of Phase I of an expansion of Concourse A, (7) implementation of Phase II of energy infrastructure improvements, (8) expansion of Long-Term 2 parking lot, (9) design and construction of a concession distribution warehouse, (10) design and construction of the expansion of the Terminal lobby, (11) design and construction of Phase I of the expansion of the West Ramp, (12) construction of a vehicle maintenance facility, (13) extension of Little Rock Road, (14) construction of the Business Valet Parking Deck II, (15) construction and expansion of the Terminal fuel farm and (16) design and construction of a joint operations center (collectively, the “Projects”), (B) to fund any necessary debt service reserves, (C) to pay capitalized interest on the Bonds and (D) to pay the costs of issuing the Bonds.

The Airport and the Projects are located 5501 Josh Birmingham Parkway, Charlotte, North Carolina 28208. The Projects will be, and have at all times been, owned and operated by the City.

NOTICE IS HEREBY GIVEN that the City will hold a public hearing in the Meeting Chamber at the Charlotte-Mecklenburg County Governmental Center, 600 East Fourth Street, Charlotte, North Carolina 28202, on April 10, 2017 at 6:30 p.m., or as soon as practicable thereafter, at which time any person may be heard regarding the proposed issuance of the Bonds and the nature and location of the Projects. All interested parties are invited to present comments, either orally or in writing, at the public hearing regarding the proposed issuance of the Bonds and the location and nature of the Projects.

Any person wishing to comment in writing on the proposed issuance of the Bonds and the nature and location of the Projects should do so within 14 days after the date of publication of this notice to the Chief Financial Officer of the City, 600 East Fourth Street, Tenth Floor, Charlotte, North Carolina, 28202, Attention: Chief Financial Officer.

By: /s/ Stephanie C. Kelly
City Clerk
City of Charlotte, North Carolina
Airfield Markings Rehabilitation Project

Action:
Approve a contract for $2,500,000 with Hi-Lite Airfield Services LLC for rehabilitation of airfield markings.

Staff Resource(s):
Jack Christine, Aviation

Explanation
- The airfield contains hundreds of pavement markings to aid pilots in navigation. These markings are evaluated annually for federal compliance with Part 139 during inspections conducted by the Federal Aviation Administration.
- On August 22, 2016, the City Council approved a contract with Delta Airport Consultants to provide survey, design, and engineering services for rehabilitation of the airfield markings. This was undertaken to ensure the on-going safe operations of the airfield.
- The survey identified the need for removal and reapplication of markings on Runways 5-23 and 18L-36R and the associated taxiways.
- On January 5, 2017, the City issued a Request for Proposal (RFP) to Rehabilitate Airfield Markings for Runway 5-23, Runway 18L-36R, and associated Taxiways. The City received two proposals from interested service providers.
- Aviation staff evaluated the proposals and determined that Hi-Lite Airfield Services LLC, best meets the City’s needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- Hi-Lite Airfield Services, LLC will undertake the removal and reapplication of airfield markings in the designated areas. This work will be completed during operational down time (nights and weekends) to limit disruption to airfield operations and flight schedules. The project should be complete at the end of July.

Charlotte Business INClusion
No subcontracting goal was established because there are no subcontracting opportunities (Part C: Section 2.1(a) of the Charlotte Business INClusion Policy).

Fiscal Note
Funding: Aviation Operating Budget
Airport Transportation Network Company Agreements

Action:
A. Approve transportation network agreements with Raiser, LLC (Uber) and Lyft, Inc. for a one-year term, and

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

Staff Resource(s):
Brent Cagle, Aviation

Explanation
- Local Airport customers have many ground transportation options for getting to and from the Airport, including taxis, limos, personal vehicles, commercial vehicles, and Transportation Network Companies (TNCs) (e.g. Uber and Lyft).
- In February 2016, Aviation entered into pilot operating agreements for TNC operations at the Airport. Through the pilot agreements, Aviation has been able to establish operating parameters for the TNCs doing business at the Airport, assess and gather operational data from the TNCs, and provide adequate time to identify any additional infrastructure required to support a longer term agreement with the TNCs.
  - New investments include the creation of a designated waiting area for TNCs and increased staffing levels to assist passengers using TNCs.
- Aviation is requesting to enter into annual, renewable operating agreements with the TNCs that include the following parameters.
  - The agreement allows TNCs to operate at the Airport when paying a fee to use the facility to drop off/pick up passengers, and
  - The agreement will allow TNC drivers to only accept ride requests while staged at the Airport in a designated waiting area.
- The TNC agreement does not affect the Passenger Vehicle for Hire Ordinance and is made pursuant to North Carolina General Statutes Section 20-280.9 and Chapter 5 of the City Code.
- The total estimated revenue from the agreements is expected to exceed $100,000 a year.

Background
- On May 14, 2014, the City Council Community Safety Committee received a briefing from an external consultant, Taxi Research Partners, about ground transportation service providers as well as a comprehensive review of the Airport’s ground transportation operations.
Taxi Research Partners provided best practices and recommendations for taxicab, TNC, and other ground transportation options at the Airport.

The TNC agreement is consistent with those recommendations.

Fiscal Note
Funding: Revenue from these agreements will be deposited in the Aviation Operating Fund.
Airport Water Quality Ponds

Action:
A. Award a contract in the amount of $1,379,815.80 to the lowest responsive, bidder Harvest Environmental Services, Inc. for the construction of Water Quality Ponds, and

B. Adopt a budget ordinance appropriating $1,379,815.80 from the Aviation Discretionary Fund to the Aviation Community Investment Plan Fund.

Staff Resource(s):
Jack Christine, Aviation

Explanation
- Aviation has a responsibility to comply with environmental standards that dictate the amounts of sediment entering local streams. Stormwater detention ponds provide time for that sediment to fall out before the stormwater reaches these streams.
- As a result of Airport growth, HDR Engineering, Inc. of the Carolinas designed four additional water quality ponds to treat the stormwater runoff.
- On February 2, 2017, an Invitation to Bid was issued for the Construction of Water Basins; four bids were received from interested service providers.
- Harvest Environmental Services, Inc. was the lowest responsive, responsible bidder.
- Harvest Environmental Services, Inc. will construct the four new water quality ponds. The work will include clearing, grading, preparation, and formation of the retention ponds, as well as engineering, surveying, and testing services.

Charlotte Business INClusion
Established MSBE Goal: 18.00%
Committed MSBE Goal: 20.42%

Harvest Environmental Services, Inc. exceeded the established subcontracting goal, and has committed 20.42% ($281,825) of the total contract amount to the following certified firms (Part B: Section 3 of the Charlotte Business INClusion Policy):
- Jones Grading & Fencing Inc. (SBE, MBE) ($200,700) (concrete, erosion control, clearing, grubbing, hauling)
- All Points Trucking, Inc. (CBE, WBE) ($50,000) (hauling)
- Martin Landscaping Company, Inc. (SBE, WBE) ($31,125) (seeding, sod)

Harvest Environmental Services Inc. is also a City certified SBE.
Agenda #: 46. File #: 15-5208 Type: Consent Item

Fiscal Note
Funding: Aviation Community Investment Plan

Attachment(s)
Budget Ordinance
ORDINANCE NO. _______________________________________

AN ORDINANCE TO AMEND ORDINANCE NUMBER 8040-X, THE 2016-2017 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF $1,379,815.80 FROM THE AVIATION DISCRETIONARY FUND FOR THE CONSTRUCTION OF WATER QUALITY PONDS

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

Section 1. That the sum of $1,379,815.80 is available from the Aviation Discretionary Fund for the contract with Harvest Environmental Services, Inc.

Section 2. That the sum of $1,379,815.80 is hereby appropriated from the Discretionary Fund to the Aviation Community Investment Plan Fund to the following project(s):

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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
LYNX Blue Line Capacity Expansion Construction Management Contract Amendment

**Action:**
Approve contract amendment #6 for an amount up to $600,000 with STV Engineers Inc. to extend construction management services for the LYNX Blue Line Capacity Expansion project closeout.

**Staff Resource(s):**
John Lewis, CATS  
Jill Brim, CATS  
Andy Mock, CATS

**Explanation**
- Contract amendment #6 in an amount up to $600,000 with STV Engineers Inc. is needed due to extended duration and closeout requirements for the Blue Line Capacity Expansion (BLCE) project.
- CATS’ current projected closeout date is June 1, 2017.
- On August 27, 2012, City Council approved a contract in an amount up to $4,400,000 with STV Engineers Inc. (STV) and Ralph Whitehead and Associates for design services to oversee the completion of the LYNX Blue Line Capacity Extension (BLCE).
- Five contract amendments have been executed to date.
- The new total value of the STV contract, including the amendments, is $6,480,000.

**Disadvantaged Business Enterprise (DBE) Opportunity**
The additional contract scope authorized by the contract amendment will be held to the original contract DBE goal of 15.8%.

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

**Attachment(s)**
LYNX Blue Line Capacity Expansion Contract Amendment History
LYNX Blue Line Capacity Expansion Contract Amendment History

STV Engineers Inc.

- On August 27, 2012, City Council approved a contract in an amount up to $4,400,000 with STV Engineers Inc. (STV) and Ralph Whitehead and Associates for design services to oversee the completion of the LYNX Blue Line Capacity Extension (BLCE). The contract was executed for $4,375,758 to provide design services to the project through September 30, 2015.
- On May 1, 2015, the City Manager approved contract amendment #1 to add construction management services to the scope of work. Additional funds were not required for contract amendment #1.
- On November 23, 2015, City Council approved contract amendment #2 in the amount up to $950,000 to extend construction management services due to contractor delay in completing the project. Amendment #2 was executed in the amount of $698,453.
  - Under the November 23 City Council action, contract amendment #3 was executed in the amount of $191,000.
- On June 13, 2016, the City Council approved contract amendment #4 to add up to $480,000 to complete the construction management aspect of the project.
- On March 6, 2017, contract amendment #5 was executed in the amount not to exceed $50,000 under CATS Chief Executive Officer signature authority.
- Contract amendment #6, will add $600,000 to provide for project closeout activities.
- The new total value of the STV contract, including the amendments is $6,480,000.

Background

- Since its inception in 2007, ridership on the LYNX Blue Line has exceeded expectations and original estimates. Ridership is often standing room only during workday rush hour and for Uptown Charlotte special events.
- In October 2011, CATS applied for a U.S. Department of Transportation (USDOT) TIGER-III grant to address the capacity issues by expanding key platforms to accommodate three car light rail trains (CATS currently can operate only two-car trains).
- USDOT approved an $18 million grant award (80%) with a $4.5 million local match (20%) for a total project cost of $22.5 million.
- On April 14, 2014, City Council awarded the BLCE construction contract to Balfour Beatty Infrastructure, Inc. in the amount of $16,455,683.58.
- The completion of the project has been delayed because of changes in contractor management, additional work (an additional station expansion was added to the contract), and insufficient contractor resources.
- Liquidated damages are being withheld from Balfour Beatty Infrastructure, Inc. pending negotiation and settlement of the City’s claim for delay.
**Agenda #:** 48.  
**File #:** 15-5236  
**Type:** Consent Item

---

**LYNX Blue Line Extension Maintenance Shops and Exhaust Fans Contract Amendment**

**Action:**  
Approve contract amendment #1 for $1,875,634 to China Construction America of South Carolina, Inc. for the Maintenance Shops and Exhaust Fans Upfit project.

**Staff Resource(s):**  
John Lewis, CATS  
Jill Brim, CATS

**Explanation**

- The Maintenance Shops and Exhaust Fans Upfit project includes modifications to the first and second floors of the CATS South Boulevard Light Rail Facility (SBLRF), located at 3200 South Boulevard.
- On April 13, 2015, the City Council awarded a contract in the amount of $3,640,521.90 to BPM Construction, Inc. for the SBLRF Upfit project. The Maintenance Shops and Exhaust Fans were contained within this scope of work.
- The City terminated its contract with BPM for several performance issues, which are now being resolved through litigation. City Council was informed of the termination in the Council-Manager Memo dated February 17, 2016.
- In order to maintain the overall schedule of the Blue Line Extension (BLE), staff subdivided the original contract work into separate phases:
  - On June 13, 2016, City Council awarded Phase I of the SBLRF project China Construction America of South Carolina, Inc.
  - On September 26, 2016, City Council awarded Phase II of the SBLRF project to China Construction America of South Carolina, Inc. in the amount of $2,665,999.60.
- This contract amendment will add the remaining work items needed to complete the overall upfit project, including turntable installation, extension of the mezzanine, and completion of the electronics shop.
- The project is expected to be complete by the fourth quarter of 2017.
- The new total contract amount, including contract amendment #1, is $4,541,633.60, which is within the current BLE project budget.

**Disadvantaged Business Enterprises (DBE)**

The additional contract scope authorized by this amendment will be held to the original contract DBE goal of 4%.
Agenda #: 48. File #: 15-5236 Type: Consent Item

Fiscal Note
Funding: CATS Community Investment Plan
CATS Cummins Bus Engines

Action:
A. Award a unit price contract to the lowest responsive bidder, MHC Kenworth, for the purchase of Cummins bus engines for CATS bus fleet for a one-year term, 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):
Tangee Mobley, CATS
Edward Pullan, CATS

Explanation
- The contract with MHC Kenworth will provide replacement Cummins engines for the maintenance of CATS bus fleet.
- On January 20, 2017, CATS issued an Invitation to Bid; four bids were received from interested service providers.
- MHC Kenworth was selected as the lowest responsive, responsible bidder.
- Bus engines will be purchased on an as-needed basis under the contract terms.
- 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 two additional, one-year terms at prices to be negotiated based on market conditions.
- Estimated annual expenditure for the MHC Kenworth contract is $725,000.

Charlotte Business INClusion
No subcontracting goal was established because there are no subcontracting opportunities (Part C: Section 2.1(a) of the Charlotte Business INClusion Policy).

Fiscal Note
Funding: CATS Operating Budget
CATS Cummins Bus Engine Parts

Action:
A. Award a unit price contract to the lowest responsive bidder, MHC Kenworth, for the purchase of Cummins bus engine parts for CATS bus fleet for a one-year term, 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):
Tangee Mobley, CATS
Edward Pullan, CATS

Explanation
- The contract with MHC Kenworth will provide engine parts for the maintenance of Cummins engines in the CATS bus fleet.
- On January 19, 2017, CATS issued an Invitation to Bid; five bids were received from interested service providers.
- MHC Kenworth was selected as the lowest responsive, responsible bidder.
- Bus parts will be purchased on an as-needed basis under the contract terms.
- 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 two additional, one-year terms at prices to be negotiated based on market conditions.
- Estimated annual expenditure for the MHC Kenworth contract is $900,000.

Charlotte Business INClusion
No subcontracting goal(s) was/were established because there are no subcontracting opportunities (Part C: Section 2.1(a) of the Charlotte Business INClusion Policy).

Fiscal Note
Funding: CATS Operating Budget
Agenda #: 51. File #: 15-5119 Type: Consent Item

Drinking Water Sampling Station Installation

Action:
A. Award a contract in the amount of $871,547.25 to the lowest responsive bidder, United Construction Company, Inc. for the installation of water quality sampling stations and automatic water flushing units for Fiscal Year 2017, and

B. Authorize the City Manager to renew the contract for up to two terms with possible price adjustments and to amend the contract in a manner consistent with the City’s business needs and the purpose for which the contract was approved.

Staff Resource(s):
Carl Wilson, Charlotte Water

Explanation
- Charlotte Water maintains a water distribution system of approximately 4,200 miles of water lines and approximately 280,000 active water service connections that each provide water to multiple people.
- Proper operation of this water distribution system and compliance with the Safe Drinking Water Act requires collecting numerous samples of the water quality in the water lines.
- Charlotte Water is transitioning from the use of businesses, schools, and government facilities as water quality sampling points, to using dedicated, stand-alone water quality sampling stations. Approximately 100 of these stations have been installed to date.
- The contract with United Construction Company, Inc. will provide for the installation of approximately 100 additional stations in each contract term.
- In order to improve water quality in the extreme ends of its distribution system, Charlotte Water is installing automatic water flushing units (autoflushers) to facilitate the movement of water to mitigate the problems associated with dead-end mains. Approximately 15 of these stations have been installed to date. This contract will also provide for the installation of approximately 10 additional units.
- On January 27, 2017, the City issued an Invitation to Bid for Fiscal Year 2017 Installation of Sampling Stations and Autoflushers; six bids were received from interested service providers.
- United Construction Company, Inc. was selected as the lowest responsive, responsible bidder.
- The contract gives the City an option to renew for two additional terms with a price adjustment based on the Construction Cost Index.

Charlotte Business INClusion
Established SBE Goal: 7%
Committed SBE Goal: 30.00%
United Construction Company, Inc. exceeded the established subcontracting goal and has committed 30.00% ($261,464.18) of the total contract amount to the following certified firm (Part B: Section 3 of the Charlotte Business INClusion Policy):

- R.E. Sifford Utility, Inc. (SBE, MBE) ($261,464.18) (utilities)

**Fiscal Note**

Funding: Charlotte Water Community Investment Plan
Water and Sewer Damage Repair Contract

**Action:**

A. Award a contract in the amount of $690,595.26 to the lowest responsive bidder, Fuller & Co. Construction LLC for the Fiscal Year 2017 Water and Sewer Repair project,

B. Award a contract in the amount of $895,727.33 to the second lowest responsive bidder, Hall Contracting Corporation for the Fiscal Year 2017 Water and Sewer Repair project,

C. Authorize the City Manager to renew the contracts for up to three additional terms with possible price adjustments and to amend the contract consistent to the City’s business needs and the purpose for which the contract was approved, and

D. Approve a budget ordinance appropriating $6,345,000 from the Charlotte Water Fund Balance to the Charlotte Water Operating Fund.

**Staff Resource(s):**

Angela Lee, Charlotte Water

**Explanation**

- Due to the increase in underground construction including telecommunication and fiber installations, Charlotte Water has experienced a substantial increase in damages to water and sewer pipes.

- These contracts will be used to repair water and sewer pipe damages. Charlotte Water will be reimbursed for this work.

- On January 11, 2017, the City issued an Invitation to Bid for the Fiscal Year 2017 Water and Sewer Repair Contract; five bids were received from interested service providers.

- Fuller & Co. Construction LLC and Hall Contracting Corporation were selected as the two lowest responsive, responsible bidders.

- Two contractors were selected to help address the heavy workload. In addition, the increased number of crews available will provide more flexibility and responsiveness to customers.

- The contract terms for each contract are expected to last approximately one year.

- The contract terms give the City the option to renew each contract for three additional terms with a price adjustment based on the Construction Cost Index.

**Charlotte Business INClusion**

No subcontracting goal was established because there are no subcontracting opportunities (Part B: Section 2.3 of the Charlotte Business INClusion Policy. However, Fuller & Co. Construction LLC is a City SBE.
Agenda #: 52. File #: 15-5084 Type: Consent Item

Fiscal Note
Funding: Charlotte Water Operating Budget

Attachment(s)
Budget Ordinance
ORDINANCE NO. ____________________

AN ORDINANCE TO AMEND ORDINANCE NUMBER 8040-X, THE 2016-2017 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF $4,700,000 FOR COSTS ASSOCIATED WITH REPAIR TO DAMAGED WATER AND SEWER LINES AS A RESULT OF TELECOMMUNICATION CONSTRUCTION

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

Section 1. That the sum of $6,345,000 is available in the Charlotte Water Fund Balance

Section 2. That the sum of $6,345,000 is hereby appropriated to the Charlotte Water Operating Fund: 6200-70-00-7050-705010-000000-000-521910

Section 3. That the existence of the project may extend beyond the end of the fiscal year. Therefore, this ordinance will remain in effect for the duration of the program 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
Upper Taggart Creek Outfall Replacement Design Services Contract Amendment

**Action:**
Approve contract amendment #1 for $151,913 to Parsons Brinckerhoff Inc. to provide additional professional design and engineering services for the Upper Taggart Creek Outfall Replacement project.

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

**Explanation**
- The Upper Taggart Creek Outfall is a sanitary sewer line located near the airport in West Charlotte, near Billy Graham Parkway at Morris Field Drive.
- The sewer line is 40 years old and requires upsizing due to the ongoing and predicted future growth of the area.
  - The anticipated length of the replacement line was approximately 6,400 linear feet. However, upon further investigation, an additional 3,100 linear feet of pipe has been identified as needing replacement.
- Contract amendment #1 in the amount of $151,913 will provide additional professional design and engineering services for the project.
- A hydraulic model of the gravity sewer to Carlyle Drive was created as part of the Upper Taggart Creek Outfall Replacement design services contract. Results indicated that the line is capacity limited and needs to be increased from 10-inch diameter to 18-inch diameter.
- A connecting branch of gravity sewer in this area upstream of the Upper Taggart Creek Outfall, extending towards Carlyle Drive, was identified as possibly being capacity limited during the planning phase of the project.
- On June 27, 2016, City Council approved the original contract in the amount of $673,614.
- The new contract amount including the contract amendment is $825,527.

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

**Attachment(s)**
Map
Upper Taggart Creek Outfall Replacement
Design Services Contract Amendment Map

Project Area is located within City Council District 3
Public Auction for Disposal of Surplus Equipment

**Action:**
A. Adopt a resolution declaring specific vehicles, equipment, and other miscellaneous items as surplus, and
B. Authorize items for sale by public auction on April 1, 2017.

**Staff Resource(s):**
Kay Elmore, Management and Financial Services

**Explanation**
- Pursuant to North Carolina General Statute 160A-270(b), approval is requested for a public auction as follows:
  - On April 1, 2017, at 9:00 a.m. to dispose of City-owned property declared as surplus.
- Each auction is conducted at the City’s Asset Recovery and Disposal facility located at 5550 Wilkinson Boulevard, Charlotte, North Carolina.
- The City selected Rogers Realty and Auction Company, Inc. as the auction service provider through a competitive selection process.
- The auction company will be compensated for the sale through auction proceeds in the following manner:
  - Rolling stock equipment - 8.50% of the total gross sale price.
  - Miscellaneous items - 8.50% of the total gross sale price.
- Proceeds from the auction will go back to the entity to which the equipment or vehicle was owned, the City’s General Fund, or the City’s Enterprise Funds (Aviation, Charlotte Water, and CATS).

**Background**
- Management and Financial Services provide asset recovery and disposal services to the City of Charlotte, Mecklenburg County, Emergency Management Services, and the Charlotte Housing Authority.
- The Asset Recovery and Disposal program manages all used, seized, and surplus assets at the end of their useful life through final disposition via live and electronic auction activities.
- Live auctions for rolling stock, equipment, and miscellaneous items are held at least twice a year, and electronic auctions are used throughout the year for disposal of a variety of assets.

**Attachment(s)**
Property Lists (Exhibit - A city owned property)
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Resolution
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Various other small tools and equipment

** Note: Listed vehicles and equipment are scheduled for disposal, pending final decommissioning.
NORTH CAROLINA

MECKLENBURG COUNTY

DELEGATION OF AUTHORITY

TO TRANSFER TITLES

Rex E. Dye and/or Kay Elmore are hereby authorized to execute on behalf of City of Charlotte such documents as may be necessary to evidence the transfer of titles for the specific vehicles declared as surplus by the City Manager upon the sale of said vehicles at the date and time set forth below:

Date: April 1, 2017 at 9am
Location: 5550 Wilkinson Blvd, Charlotte, North Carolina 28208

This is the _______________________day of_________________, 2017.

Signature: ____________________________________
Title: _________________________________________
CHARLOTTE CITY COUNCIL

Resolution Authorizing Sale of Personal Property by Public Auction

Whereas, North Carolina General Statute 160A-270(b) allows the City Council to sell personal property at public auction upon adoption of a resolution authorizing the appropriate official to dispose of the property at public auction and;

Whereas, the City Manager has recommended that the property listed on the attached (Exhibit A) be declared as surplus and sold at public auction; now therefore,

Be it resolved, by the Charlotte City Council that the City Manager or his designee is authorized to sell by public auction on April 1, 2017 at 9am the surplus property described on (Exhibit A), at the City’s Asset Recovery and Disposal facility, 5550 Wilkinson Blvd, Charlotte, North Carolina, as per the terms and conditions specified in the Auctioneer Services contract approved by City Council and in accordance with General Statute 160A-270(b). The terms of the sale shall be net cash. The City Manager or his designee is directed to publish at least once and not less than ten days before the date of the auction, a copy of this resolution or a notice summarizing its content as required by North Carolina General Statute 160A-270(b).

Adopted on this ________________ day of ______________, 2017

CERTIFICATION
Charlotte Community ToolBank Donation

Action:
Adopt a resolution authorizing the donation of up to $4,000 of City property to Charlotte Community ToolBank.

Staff Resource(s):
Wilson Hooper, City Manager’s Office
Sarah Hazel, City Manager’s Office

Explanation
- North Carolina General Statute 160A-280 authorizes the donation of personal property from a City to another governmental entity upon adoption of a resolution by the City Council.
- The Charlotte Community Tool Bank is a nonprofit lending program that provides charitable and neighborhood organizations with year-round access to an inventory of small equipment, such as tools and other items for use in volunteer projects, facility and grounds maintenance, and special community-building events.
- The action would approve the donation of approximately $4,000 worth of items that were originally purchased with Knight Foundation grant funds as part of the NoBarriers project. The items, including outdoor chairs, a stereo system, decorative lights, etc. were used in City engagement activities related to building connections between communities.
- The City no longer needs these items for community engagement activities.
- Charlotte Community Toolbank will also use these items for community engagement initiatives in the Charlotte area.
- Neighborhood organizations will be able to borrow the items to support community building activities and events, thereby increasing their engagement capacity at low cost.
- The grant has no prohibitions on this type of donation, and the Knight Foundation supports the action.

Attachment(s)
Resolution
Charlotte City Council

Resolution Authorizing Donation of Personal Property

    Whereas, North Carolina G.S. 160A-280 allows a city to donate any personal property
    that the governing board deems to be surplus, obsolete, or unused to a nonprofit organization and:

    Whereas, the City Manager has recommended that up to $4,000 of outdoor chairs,
    decorative lights, a stereo system, and other miscellaneous recreational items previously used as part of
    the City’s “NoBarriers” project be declared surplus; and

    Whereas, the City Manager recommends the property be donated to Charlotte
    Community Toolbank; and

    Whereas, City staff posted a public notice of the proposed donation at least five days
    prior to the adoption of this resolution;

    Be it resolved, by the Charlotte City Council that the property described above is
    declared surplus and that the City Manager or his designee is authorized to donate the property to
    Charlotte Community Toolbank.

    Adopted on this_________________________ day of ________________, 2017

CERTIFICATION
Refund of Property Taxes

Action:
Adopt a resolution authorizing the refund of property taxes assessed through clerical or assessment error in the amount of $78,079.45.

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

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

Pearson Review Update
- In accordance with the ordinance approved by the City Council on August 25, 2014, and the North Carolina law, a list of refunds, which have been paid since the last City Council Business Meeting as a result of the Pearson Review, is available at the City Clerk’s Office.
- The amount of Pearson Review refunds paid since the last City Council Business Agenda Meeting on February 27, 2017, totaled $36,020.96.

Attachment(s)
Taxpayers and Refunds Requested Resolution
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</tr>
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<td><strong>Total</strong></td>
<td><strong>78,079.45</strong></td>
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</tbody>
</table>
A RESOLUTION AUTHORIZING THE REFUND OF PROPERTY TAXES

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

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

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

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

NOW, THEREFORE, BE RESOLVED by the City Council of the City of Charlotte, North Carolina, in regular session assembled this 27th day of March 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.
Resolution of Intent to Abandon a Portion of Tomlin Way Court

Action:
A. Adopt a Resolution of Intent to Abandon a portion of Tomlin Way Court, and
B. Set a public hearing date for April 24, 2017.

Staff Resource(s):
Jeff Boenisch, Transportation

Explanation
  - A portion of Tomlin Way Court is located in Council District 3.

Attachment(s)
Map
Resolution
Right-of-Way Abandonment
Petition 2017-02

Right-of-Way Abandonment Area

A Portion of Tomlin Way Court
RESOLUTION DECLARING INTENT TO ABANDON AND CLOSE a portion of Tomlin Way Court in the City of Charlotte, Mecklenburg County, North Carolina

Whereas, New Forum, Inc. has filed a petition to close a portion of Tomlin Way Court in the City of Charlotte; and

Whereas, a portion of Tomlin Way Court is a 60-foot wide right-of-way that begins approximately 17 feet west from its intersecting point with Silver Crescent Drive, continuing 45 +/- feet to its terminus at a property currently or formerly owned by BX Holdings, LLC, and Henson-Tomlin, LLC, and consists of 0.062 Acres, as shown in the maps marked “Exhibit A” and is more particularly described by metes and bounds in the document marked “Exhibit B” all of which are available for inspection in the office of the City Clerk, City Hall, Charlotte, North Carolina; and

Whereas, the procedure for closing streets and alleys as outlined in North Carolina General Statutes, Section 160A-299, requires that City Council first adopt a resolution declaring its intent to close the street and calling a public hearing on the question; said statute further requires that the resolution shall be published once a week for two successive weeks prior to the hearing, and a copy thereof be sent by registered or certified mail to all owners of property adjoining the street as shown on the county tax records, and a notice of the closing and public hearing shall be prominently posted in at least two places along said street or alley.

Now, therefore, be it resolved, by the City Council of the City of Charlotte, at its regularly scheduled session of March 27, 2017, that it intends to close a portion of Tomlin Way Court and that the said street (or portion thereof) being more particularly described on a map and calls a public hearing on the question to be held at 7:00 p.m. on Monday, the 24th day of April 2017, in CMGC meeting chamber, 600 East 4th Street, Charlotte, North Carolina.

The City Clerk is hereby directed to publish a copy of this resolution in the Mecklenburg Times once a week for two successive weeks next preceding the date fixed here for such hearing as required by N.C.G.S. 160A-299.
Meeting Minutes

Action:
Approve the titles, motions, and votes reflected in the Clerk’s record as the minutes of:
- January 23, 2017, Business Meeting
- February 6, 2017, Workshop
- February 13, 2017, Business Meeting
- February 20, 2017, Zoning Meeting
- February 22, 2017, Budget Meeting

Staff Resource(s):
Stephanie Kelly, City Clerk’s Office
Independence Square Plaza Property Lease

**Action:**
A. Adopt a resolution approving a lease agreement for 744 square feet of Independence Square Plaza (parcel identification number 125-012-01) with 101 South Tryon LP, for a five-year term with four additional five-year options at a lease rate of $12 per square foot, totaling $8,928 per year with 2% annual rate increases, and

B. Authorize the City Manager to execute all necessary documents to complete the Agreement.

**Staff Resource(s):**
Tony Korolos, Engineering & Property Management
Timothy O’Brien, Engineering & Property Management

**Explanation**
- Independence Square Plaza has been owned by the City since 1972 and is located on the southeast corner of South Tryon Street and East Trade Street, in the same location of the Arnaldo Pomodoro sculpture, “Il Grande Disco”.

- 101 South Tryon LP is the property owner adjacent to the Plaza. In the 1970s, predecessors of 101 South Tryon LP constructed a fountain on the plaza in conjunction with the development of the Plaza as a public amenity.

- In 2016, 101 South Tryon LP converted the fountain space to outdoor dining space, changing the public amenity to private use. Essex Bar and Bistro is the restaurant tenant of 101 South Tryon LP and is the current user of the outdoor dining space.

- Staff has negotiated a lease agreement for the use of the City-owned space. The lease agreement will be retroactive to August 1, 2016, when the restaurant received their Certificate of Occupancy.

- The terms of this agreement are as follows:
  - Term: 5 years with four optional 5-year renewal periods
  - Rate: $12 per square-foot with 2% annual rate increases
  - Payment: $744 per month ($8,928 per year)

- Outdoor activity in the Central Business District is encouraged by both the City’s Planning Department and Charlotte Center City Partners. Because of a longer term lease, it is anticipated that this area will activate and enliven the corner of Trade and Tryon streets while having a negligible impact on the use of public space.

- On January 9, 2017, the City Council approved a similar request for Eddie V’s restaurant to also have outdoor dining.
Agenda #: 59. File #: 15-5083 Type: Consent Item

Background
- In 1976, the City and Independence Square Associates (ISA) entered into a property sale and development agreement designating the City's parcel as "Independence Square."
- ISA agreed to purchase and develop the remaining property around Independence Square, and the City agreed the City parcel would remain open area and be dedicated for the "use and enjoyment of the public."
- The agreement allows for revision or modification with consent of the City and ISA, or its successors.

Fiscal Note
Funding: Revenues will be deposited into the City’s General Fund

Attachment(s)
Map
Resolution
RESOLUTION AUTHORIZING THE LEASE OF A PORTION OF INDEPENDENCE SQUARE PLAZA AT TRADE AND TRYON STREETS TO BEHRINGER HARVARD 101 SOUTH TRYON LP

WHEREAS, the City of Charlotte owns property more particularly identified as tax parcel number 125-012-01 at the corner of Tryon and Trade Streets in Charlotte, being the site of Independence Square Plaza (the "Site"); and

WHEREAS, the Site contains approximately 5,270 square feet, a portion of which, consisting of approximately 744 square feet on the Site’s southeast corner (the "Property"), is suitable for use in connection with an adjacent outside dining facility and is currently surplus to the City's needs; and

WHEREAS, North Carolina General Statute §160A-272 and Charlotte City Charter §8.131 give the City the right and option to lease the Property for its own benefit upon such market terms and conditions as it determines; and

WHEREAS, Behringer Harvard 101 South Tryon, LP ("101 S. Tryon"), desires to lease the Property for a five year term, followed by four successive optional five-year extensions, for the expansion of outside dining currently underway on an adjacent site owned by 101 S. Tryon; and

WHEREAS, in consideration of the lease, 101 S. Tryon has agreed to pay annual rent for the first year of $8,928 ($12 per square foot) with two percent annual rental rate increases thereafter during the lease term; and

WHEREAS, the required notice has been published and Council is convened in a regular meeting;

NOW THEREFORE, BE IT RESOLVED by the City Council for the City of Charlotte, pursuant to §8.131 of the City of Charlotte Charter, that it hereby authorizes the lease of the above referenced Property as follows:

The City Council hereby approves the lease of the city property described above to 101 South Tryon upon the terms and conditions set forth herein, and authorizes the City Manager or his Designee to execute all instruments necessary to the lease.

THIS THE 27TH DAY OF MARCH, 2017
Agenda #: 60. File #: 15-5158 Type: Consent Item

In Rem Remedy: 729 Dawn Circle

For In Rem Remedy, the public purpose and policy are outlined here.

Public Purpose:
- Eliminate a blighting influence;
- Reduce the proportion of substandard housing;
- Increase tax value of property by making land available for potential infill housing development; and
- Support public safety initiatives.

Policy:
- Housing & Neighborhood Development and Community Safety

The In Rem Remedy items were initiated from 3 categories:
1. Public Safety - Police and/or Fire Departments
2. Complaint - petition by citizens, tenant complaint, or public agency referral
3. Field Observation - concentrated code enforcement program

The In Rem Remedy item is listed below by category identifying the street address and neighborhood.

Field Observation: (729 Dawn Circle)

Action:
Adopt an Ordinance authorizing the use of In Rem Remedy to demolish and remove the structure at (729 Dawn Circle) (Neighborhood Profile Area 371).

Attachment
In Rem Packet for (729 Dawn Circle)
ORDINANCE

AN ORDINANCE ORDERING THE Demolition AND REMOval OF THE DwellINg AT 729 DAWN CIRCLE PURSUANT TO THE HOUSING CODE OF THE CITY OF CHARLOTTE AND ARTICLE 19, PART 6, CHAPTER 160A OF THE GENERAL STATUTES OF NORTH CAROLINA, SAID BUILDING BEING THE PROPERTY OF UNKNOWN HEIRS OF ELIZABETH PHILMON HARTSELL 6211 SUNSET VIEW DRIVE EXTENSION ARCHDALE, NC 27263

WHEREAS, the dwelling located at 729 Dawn Circle in the City of Charlotte has been found by the Code Enforcement Official of the City of Charlotte to be in violation of the Housing Code of the City of Charlotte and the owners thereof have been ordered to demolish and remove said dwelling; and

WHEREAS, said owner(s) have failed to comply in a timely fashion.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Charlotte, North Carolina, that the Code Enforcement Official of the City of Charlotte is hereby ordered to cause the demolition and removal of the dwelling located at 729 Dawn Circle in the City of Charlotte in accordance with the Housing Code of the City of Charlotte. This Ordinance shall become effective upon its adoption.

APPROVED AS TO FORM:

Senior Assistant City Attorney
### GENERAL INFORMATION

<table>
<thead>
<tr>
<th>Property Address</th>
<th>729 Dawn Circle</th>
</tr>
</thead>
<tbody>
<tr>
<td>Neighborhood</td>
<td>Neighborhood Profile Area 371</td>
</tr>
<tr>
<td>Council District</td>
<td>#4</td>
</tr>
<tr>
<td>Owner(s)</td>
<td>Unknown Heirs of Elizabeth Philmon Hartsell</td>
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<tr>
<td>Owner(s) Address</td>
<td>6211 Sunset View Drive Extension Archdale, NC 27263</td>
</tr>
</tbody>
</table>

### KEY FACTS

<table>
<thead>
<tr>
<th>Focus Area</th>
<th>Housing &amp; Neighborhood Development &amp; Community Safety Plan</th>
</tr>
</thead>
</table>

### CODE ENFORCEMENT INFORMATION

- **Reason for Inspection:** Field Observation
- **Date of the Inspection:** 02/03/2015
- **Received title search:** 08/04/2015
- **Owner notified of Complaint and Notice of Hearing by advertisement and certified mail by:** 03/15/2016
- **Held hearing(s) for owner by:** 04/08/2016
- **Owner attend hearing(s):** No
- **Owner ordered to demolish structure by:** 05/09/2016
- **Title search updated (no change):** 06/22/2016
- **Filed Lis Pendens:** 08/24/2016
- **Owner has not repaired, or complied with order to demolish:**
- **Structure occupied:** No
- **Estimated demolition cost:** $6,280
- **Lien will be placed on the property for the cost of Demolition:**
NOTIFICATION TO OWNER

Owner and parties of interest have been advised that failure to comply with the Order to Demolish the structure would result in City Council being requested to approve demolition by the City and a lien being placed on the property for the cost of demolition.

OPTIONS

<table>
<thead>
<tr>
<th>IN-REM REPAIR</th>
<th>REHAB TO CITY STANDARD</th>
<th>REPLACEMENT HOUSING</th>
<th>DEMOLITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated In-Rem Repair Cost: $22,675</td>
<td>Acquisition &amp; Rehabilitation Cost (Existing structure: 1,162 sq. ft. total) Economic Life: 15-20 years Estimated cost-$107,934</td>
<td>New Replacement Structure Cost (Structure: 1,162 sq. ft. total) Economic Life: 50 years Estimated cost-$136,292</td>
<td>Estimated Demolition Cost $6,280</td>
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</table>

In-Rem Repair is not recommended because the In-Rem Repair cost is greater than 65% of the tax value.

Acquisition: Tax values:
- Structure: $28,700
- Shed/Terrace: $800
- Land: $12,800
Total Acquisition: $42,300

Estimated Rehabilitation Cost: $58,100
Outstanding Loans: $0
Property Taxes owed: $5,481
Interest on Taxes owed: $2,053
Total: $65,634

Acquisition: Tax values:
- Structure: $28,700
- Shed/Terrace: $800
- Land: $12,800
Total Acquisition: $42,300

New structure: $80,178
Estimated demolition cost: $6,280
Outstanding Loans: $0
Property Taxes owed: $5,481
Interest on Taxes owed: $2,053
Total: $93,992

RECOMMENDATION FOR DEMOLITION

Demolition is recommended because:

Estimated In-Rem Repair cost of: $22,675 ($19.51/sq. ft.), which is 79.006% of the structure tax value, which is $28,700.
- City rehab costs analysis shows that rehabilitation is not feasible because the cost is prohibitive.
- New construction analysis shows that new construction is not feasible because the cost is prohibitive.
- The building is 64 years old and consists of 1,162 square feet total.
- A new 1,162 sq. ft. structure can be built for $80,178.
Agenda #: 61  File #: 15-5161  Type: Consent Item

In Rem Remedy: 1200 Eastway Drive

For In Rem Remedy, the public purpose and policy are outlined here.

Public Purpose:
- Eliminate a blighting influence;
- Reduce the proportion of substandard housing;
- Increase tax value of property by making land available for potential infill housing development; and
- Support public safety initiatives.

Policy:
- Housing & Neighborhood Development and Community Safety

The In Rem Remedy items were initiated from 3 categories:
1. Public Safety - Police and/or Fire Departments
2. Complaint - petition by citizens, tenant complaint, or public agency referral
3. Field Observation - concentrated code enforcement program

The In Rem Remedy item is listed below by category identifying the street address and neighborhood.

Field Observation:  (1200 Eastway Drive)

Action:
Adopt an Ordinance authorizing the use of In Rem Remedy to demolish and remove the structure at (1200 Eastway Drive) (Neighborhood Profile Area 10).

Attachment
In Rem Packet for (1200 Eastway Drive)
ORDINANCE


WHEREAS, the dwelling located at 1200 Eastway Drive in the City of Charlotte has been found by the Code Enforcement Official of the City of Charlotte to be in violation of the Housing Code of the City of Charlotte and the owners thereof have been ordered to demolish and remove said dwelling; and

WHEREAS, said owner(s) have failed to comply in a timely fashion.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Charlotte, North Carolina, that the Code Enforcement Official of the City of Charlotte is hereby ordered to cause the demolition and removal of the dwelling located at 1200 Eastway Drive in the City of Charlotte in accordance with the Housing Code of the City of Charlotte. This Ordinance shall become effective upon its adoption.

APPROVED AS TO FORM:

_________________________
Senior Assistant City Attorney
**GENERAL INFORMATION**

<table>
<thead>
<tr>
<th>Property Address</th>
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<tr>
<td>Neighborhood</td>
<td>Neighborhood Profile Area 10</td>
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<td>Council District</td>
<td>#1</td>
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<td>Owner(s)</td>
<td>Known and Unknown Heirs of Kathleen G. Bartlett</td>
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<td>Owner(s) Address</td>
<td>1200 Eastway Drive</td>
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<tr>
<td></td>
<td>Charlotte, NC 28205</td>
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**KEY FACTS**

| Focus Area                          | Housing & Neighborhood Development & Community Safety Plan |

**CODE ENFORCEMENT INFORMATION**

<table>
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<tr>
<th>Reason for Inspection</th>
<th>Field Observation</th>
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<tbody>
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<td>Date of the Inspection:</td>
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<td>Owner notified of Complaint and Notice of Hearing by advertisement and certified mail by:</td>
<td>10/04/2016 12/09/2016</td>
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<tr>
<td>Held hearing(s) for owner by:</td>
<td>10/20/2016 01/09/2017</td>
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<tr>
<td>Owner attend hearing:</td>
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<tr>
<td>Received title search:</td>
<td>12/05/2016</td>
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<td>Owner ordered to demolish structure by:</td>
<td>11/21/2016 02/10/2017</td>
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<tr>
<td>Filed Lis Pendens:</td>
<td>12/30/2016 01/25/2017</td>
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<tr>
<td>Owner has not repaired, or complied with order to demolish.</td>
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<tr>
<td>Structure occupied:</td>
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</tr>
<tr>
<td>Estimated demolition cost:</td>
<td>$9,094</td>
</tr>
<tr>
<td>Lien will be placed on the property for the cost of Demolition.</td>
<td></td>
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</tbody>
</table>
NOTIFICATION TO OWNER

Owner and parties of interest have been advised that failure to comply with the Order to Demolish the structure would result in City Council being requested to approve demolition by the City and a lien being placed on the property for the cost of demolition.

OPTIONS

<table>
<thead>
<tr>
<th>IN-REM REPAIR</th>
<th>REHAB TO CITY STANDARD</th>
<th>REPLACEMENT HOUSING</th>
<th>DEMOLITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated In-Rem Repair Cost: $26,075</td>
<td>Acquisition &amp; Rehabilitation Cost (Existing structure: 1,232 sq. ft. total) Economic Life: 15-20 years Estimated cost-$141,039</td>
<td>New Replacement Structure Cost (Structure: 1,232 sq. ft. total) Economic Life: 50 years Estimated cost-$173,541</td>
<td>Estimated Demolition Cost $9,094</td>
</tr>
<tr>
<td>In-Rem Repair is not recommended because the In-Rem Repair cost is greater than 65% of the tax value.</td>
<td>Acquisition: Tax values: - Structure: $ 33,000 - Garage/Terrace $ 2,200 - Land: $ 14,400 Total Acquisition: $ 49,600 Estimated Rehabilitation Cost: $ 61,600 Outstanding Loans $ 11,020 Property Taxes owed: $ 11,234 Interest on Taxes owed: $ 7,585 Total: $ 91,439</td>
<td>Acquisition: - Structure: $ 33,000 - Garage/Terrace $ 2,200 - Land: $ 14,400 Total Acquisition: $ 49,600 New structure: $ 85,008 Estimated demolition cost: $ 9,094 Outstanding Loans: $ 11,020 Property Taxes owed: $ 11,234 Interest on Taxes owed: $ 7,585 Total: $ 123,941</td>
<td></td>
</tr>
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</table>

RECOMMENDATION FOR DEMOLITION

Demolition is recommended because:
Estimated In-Rem Repair cost of: $26,075 ($21.16/sq. ft.), which is 79.01% of the structure tax value, which is $33,000.

- City rehab costs analysis shows that rehabilitation is not feasible because the cost is prohibitive.
- New construction analysis shows that new construction is not feasible because the cost is prohibitive.
- The building is 88 years old and consists of 1,232 square feet total.
- A new 1,232 sq. ft. structure can be built for $85,008.
In Rem Remedy: 2810 North Davidson Street

For In Rem Remedy, the public purpose and policy are outlined here.

Public Purpose:
- Eliminate a blighting influence;
- Reduce the proportion of substandard housing;
- Increase tax value of property by making land available for potential infill housing development; and
- Support public safety initiatives.

Policy:
- Housing & Neighborhood Development and Community Safety

The In Rem Remedy items were initiated from 3 categories:
1. Public Safety - Police and/or Fire Departments
2. Complaint - petition by citizens, tenant complaint, or public agency referral
3. Field Observation - concentrated code enforcement program

The In Rem Remedy item is listed below by category identifying the street address and neighborhood.

Field Observation: (2810 North Davidson Street)

Action:
Adopt an Ordinance authorizing the use of In Rem Remedy to demolish and remove the structure at (2810 North Davidson Street) (Neighborhood Profile Area 343).

Attachment
In Rem Packet for (2810 North Davidson Street)
ORDINANCE

AN ORDINANCE ORDERING THE DEMOLITION AND REMOVAL OF THE DWELLING AT 2810 NORTH DAVIDSON STREET PURSUANT TO THE HOUSING CODE OF THE CITY OF CHARLOTTE AND ARTICLE 19, PART 6, CHAPTER 160A OF THE GENERAL STATUTES OF NORTH CAROLINA, SAID BUILDING BEING THE PROPERTY OF WAJAHAT SYED AND FERAH SYED 10906 TAVERNAY PARKWAY CHARLOTTE, NC 28262

WHEREAS, the dwelling located at 2810 North Davidson Street in the City of Charlotte has been found by the Code Enforcement Official of the City of Charlotte to be in violation of the Housing Code of the City of Charlotte and the owners thereof have been ordered to demolish and remove said dwelling; and

WHEREAS, said owner(s) have failed to comply in a timely fashion.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Charlotte, North Carolina, that the Code Enforcement Official of the City of Charlotte is hereby ordered to cause the demolition and removal of the dwelling located at 2810 North Davidson Street in the City of Charlotte in accordance with the Housing Code of the City of Charlotte. This Ordinance shall become effective upon its adoption.

APPROVED AS TO FORM:

Senior Assistant City Attorney
**GENERAL INFORMATION**

<table>
<thead>
<tr>
<th>Property Address</th>
<th>2810 North Davidson Street</th>
</tr>
</thead>
<tbody>
<tr>
<td>Neighborhood</td>
<td>Neighborhood Profile Area 343</td>
</tr>
<tr>
<td>Council District</td>
<td>#1</td>
</tr>
<tr>
<td>Owner(s)</td>
<td>Wajahat Syed, Ferah Syed</td>
</tr>
<tr>
<td>Owner(s) Address</td>
<td>10906 Tavernay Parkway, Charlotte, NC 28262</td>
</tr>
</tbody>
</table>

**KEY FACTS**

| Focus Area                     | Housing & Neighborhood Development & Community Safety Plan |

**CODE ENFORCEMENT INFORMATION**

- **Reason for Inspection:** Field Observation
- **Date of the Inspection:** 10/06/2014
- **Owner(s) notified of Complaint and Notice of Hearing by advertisement and certified mail by:** 10/08/2014
- **Held hearing for owner(s) by:** 11/10/2014
- **Owner(s) attend hearing:** Yes
- **Owner(s) ordered to repair structure by:** 12/10/2014
- **Owner(s) granted extension to repair by:** 02/09/2015
- **Mecklenburg County updated tax evaluation for structure.**
- **Received title search:** 10/02/2015
- **Value of structure was deceased by Mecklenburg County. Owner(s) ordered to demolish structure by:** 10/19/2015
- **Filed Lis Pendens:** 02/25/2016
- **Title search updated (no change):** 01/27/2017
- **Owner(s) have not repaired, or complied with order to demolish.**
- **Structure occupied:** No
- **Estimated demolition cost:** $10,494
- **Lien will be placed on the property for the cost of Demolition.**
NOTIFICATION TO OWNER

Owner and parties of interest have been advised that failure to comply with the Order to Demolish the structure would result in City Council being requested to approve demolition by the City and a lien being placed on the property for the cost of demolition.

OPTIONS

<table>
<thead>
<tr>
<th>IN-REM REPAIR</th>
<th>REHAB TO CITY STANDARD</th>
<th>REPLACEMENT HOUSING</th>
<th>DEMOLITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated In-Rem Repair Cost: $24,575</td>
<td>Acquisition &amp; Rehabilitation Cost (Existing structure: 1,432 sq. ft. total) Economic Life: 15-20 years Estimated cost-$189,200</td>
<td>New Replacement Structure Cost (Structure: 1,432 sq. ft. total) Economic Life: 50 years Estimated cost-$226,902</td>
<td>Estimated Demolition Cost $10,494</td>
</tr>
<tr>
<td>In-Rem Repair is not recommended because the In-Rem Repair cost is greater than 65% of the tax value.</td>
<td>Acquisition: - Tax values: - Structure: $ 27,600 - Land: $ 90,000 Total Acquisition: $ 117,600</td>
<td>Estimated Rehabilitation Cost $ 71,600</td>
<td>Acquisition: - Tax values: - Structure: $ 27,600 - Land: $ 90,000 Total Acquisition: $ 117,600</td>
</tr>
<tr>
<td></td>
<td>Outstanding Loans: $ 0 Property Taxes owed: $ 0 Interest on Taxes owed: $ 0 Total: $ 71,600</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION FOR DEMOLITION

Demolition is recommended because:
Estimated In-Rem Repair cost of: $24,575 ($17.16/sq. ft.), which is 89.03% of the structure tax value, which is $27,600.
- City rehab costs analysis shows that rehabilitation is not feasible because the cost is prohibitive.
- New construction analysis shows that new construction is not feasible because the cost is prohibitive.
- The building is 117 years old and consists of 1,432 square feet total.
- A new 1,432 sq. ft. structure can be built for $98,808.
2810 North Davidson Street
Agenda #: 63. File #: 15-5152 Type: Consent Item

In Rem Remedy: 5700 Mt. Holly-Huntersville Road

For In Rem Remedy, the public purpose and policy are outlined here.

Public Purpose:
- Eliminate a blighting influence;
- Reduce the proportion of substandard housing;
- Increase tax value of property by making land available for potential infill housing development; and
- Support public safety initiatives.

Policy:
- Housing & Neighborhood Development and Community Safety

The In Rem Remedy items were initiated from 3 categories:
1. Public Safety - Police and/or Fire Departments
2. Complaint - petition by citizens, tenant complaint, or public agency referral
3. Field Observation - concentrated code enforcement program

The In Rem Remedy item is listed below by category identifying the street address and neighborhood.

Public Safety: (5700 Mt. Holly-Huntersville Road)

Action:
Adopt an Ordinance authorizing the use of In Rem Remedy to demolish and remove the structure at (5700 Mt. Holly-Huntersville Road) (Neighborhood Profile Area 110).

Attachment
In Rem Packet for (5700 Mt Holly-Huntersville Rd)
ORDINANCE


WHEREAS, the dwelling located at 5700 Mt Holly-Huntersville Road in the City of Charlotte has been found by the Code Enforcement Official of the City of Charlotte to be in violation of the Housing Code of the City of Charlotte and the owners thereof have been ordered to demolish and remove said dwelling; and

WHEREAS, said owner(s) have failed to comply in a timely fashion.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Charlotte, North Carolina, that the Code Enforcement Official of the City of Charlotte is hereby ordered to cause the demolition and removal of the dwelling located at 5700 Mt Holly-Huntersville Road in the City of Charlotte in accordance with the Housing Code of the City of Charlotte. This Ordinance shall become effective upon its adoption.

APPROVED AS TO FORM:

__________________________________
Senior Assistant City Attorney
## GENERAL INFORMATION

<table>
<thead>
<tr>
<th>Property Address</th>
<th>5700 Mt Holly-Huntersville Road</th>
</tr>
</thead>
<tbody>
<tr>
<td>Neighborhood</td>
<td>Neighborhood Profile Area 110</td>
</tr>
<tr>
<td>Council District</td>
<td>Mecklenburg County / Unincorporated</td>
</tr>
<tr>
<td>Owner(s)</td>
<td>David A. Current, Trustee of the David A. Current Irrevocable Trust Agreement Dated May 30, 2007</td>
</tr>
<tr>
<td>Owner(s) Address</td>
<td>9512 Pembroke Road Huntersville, NC 28078</td>
</tr>
</tbody>
</table>

## KEY FACTS

| Focus Area                      | Housing & Neighborhood Development & Community Safety Plan |

## CODE ENFORCEMENT INFORMATION

<table>
<thead>
<tr>
<th>Reason for Inspection:</th>
<th>Public Agency Referral (Mecklenburg County)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of the Inspection(s):</td>
<td>09/07/2016 12/05/2016</td>
</tr>
<tr>
<td>Received title search:</td>
<td>11/16/2016</td>
</tr>
<tr>
<td>Owner notified of Complaint and Notice of Hearing by advertisement and certified mail by:</td>
<td>11/25/2016 12/12/2016</td>
</tr>
<tr>
<td>Held hearing(s) for owner by:</td>
<td>12/08/2016 12/22/2016</td>
</tr>
<tr>
<td>Owner attend hearing(s):</td>
<td>Yes on 12/8/2016</td>
</tr>
<tr>
<td>Owner ordered to demolish structure by:</td>
<td>01/13/2017 01/23/2017</td>
</tr>
<tr>
<td>Filed Lis Pendens:</td>
<td>01/19/2017 01/31/2017</td>
</tr>
<tr>
<td>Owner issued Supplemental Order to repair structure by:</td>
<td>02/17/2017</td>
</tr>
<tr>
<td>Owner has not repaired, or complied with order to demolish.</td>
<td></td>
</tr>
<tr>
<td>Structure occupied:</td>
<td>No</td>
</tr>
<tr>
<td>Estimated demolition cost:</td>
<td>$30,492</td>
</tr>
<tr>
<td>Lien will be placed on the property for the cost of Demolition.</td>
<td></td>
</tr>
</tbody>
</table>
NOTIFICATION TO OWNER

Owner and parties of interest have been advised that failure to comply with the Order to Demolish the structure would result in City Council being requested to approve demolition by the City and a lien being placed on the property for the cost of demolition.

OPTIONS

<table>
<thead>
<tr>
<th>IN-REM REPAIR</th>
<th>REHAB TO CITY STANDARD</th>
<th>REPLACEMENT HOUSING</th>
<th>DEMOLITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated In-Rem Repair Cost: $109,730</td>
<td>Acquisition &amp; Rehabilitation Cost (Existing structure: 5,082 sq. ft. total) Economic Life: 15-20 years Estimated cost-$347,987</td>
<td>New Replacement Structure Cost (Structure: 5,082 sq. ft. total) Economic Life: 50 years Estimated cost-$619,407</td>
<td>Estimated Demolition Cost $30,492</td>
</tr>
<tr>
<td>In-Ren Repair is not recommended because the In-Rem Repair cost is greater than 65% of the tax value.</td>
<td>Acquisition: Tax values: - Structure: $88,200 - Accessory Structure: $2,500 - Land: $140,600 Total Acquisition: $231,300</td>
<td>Acquisition: Tax values: - Structure: $88,200 - Accessory Structure: $2,500 - Land: $104,600 Total Acquisition: $231,300</td>
<td></td>
</tr>
<tr>
<td>Estimated Rehabilitation Cost: $109,730</td>
<td>Total Acquisition: $231,300</td>
<td>New structure: $350,658</td>
<td>Estimated demolition cost: $30,492</td>
</tr>
<tr>
<td>Outstanding Loans: $0</td>
<td>Property Taxes owed: $6,589</td>
<td>Property Taxes owed: $6,589</td>
<td></td>
</tr>
<tr>
<td>Interest on Taxes owed: $368</td>
<td>Total: $116,687</td>
<td>Interest on Taxes owed: $368</td>
<td>Total: $388,107</td>
</tr>
</tbody>
</table>

RECOMMENDATION FOR DEMOLITION

Demolition is recommended because:
Estimated In-Rem Repair cost of: $109,370 ($21.52/sq. ft.), which is 124% of the structure tax value, which is $88,200.
- City rehab costs analysis shows that rehabilitation is not feasible because the cost is prohibitive.
- New construction analysis shows that new construction is not feasible because the cost is prohibitive.
- All building permits have expired.
- The building is 9 years old and consists of 5,082 square feet total.
- A new 5,082 sq. ft. structure can be built for $350,658.
Property Transactions - Hus McGinnis 14315 - 8" Sanitary Sewer, Parcel #1

Action:
Approve the following Condemnation: Hus McGinnis 14315 - 8” Sanitary Sewer, Parcel #1

Project: Hus McGinnis 14315 - 8” Sanitary Sewer, Parcel #1

Owner(s): 12601 Asbury Chapel Road

Property Address: Mark A. Honeycutt and Janet L. Honeycutt

Total Parcel Area: 26,357 sq. ft. (.605 ac.)

Property to be acquired by Easements: 3,106 sq. ft. (.071 ac.) in Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: Trees and various plantings

Zoned: TR

Use: Mobile Home Subdivision

Tax Code: 019-181-27

Appraised Value: $400

Recommendation: To obtain clear title and avoid delay in the project schedule, staff recommends proceeding to condemnation.

Council District: N/A (Huntersville)
City of Charlotte

Agenda Date: 3/27/2017

Agenda #: 65. File #: 15-5196 Type: Consent Item

Property Transactions - Morris Estate Drive Sanitary Sewer Outfall, Parcel #1

Action:
Approve the following Acquisition: Morris Estate Drive Sanitary Sewer Outfall, Parcel #1

Project: Morris Estate Drive Sanitary Sewer Outfall, Parcel #1

Owner(s): Morris Holdings, LLC

Property Address: 6900 Morris Estates Drive

Total Parcel Area: 2,753,863 sq. ft. (63.220 ac.)

Property to be acquired by Easements: 32,976 sq. ft. (.757 ac.) in Sanitary Sewer Easement, plus 88,826 sq. ft. (2.039 ac.) in Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: Trees

Zoned: RE-1

Use: Laboratory/Research

Tax Code: 047-053-25

Purchase Price: $111,925

Council District: 2
Property Transactions - Orr Road Extension, Parcel #6

Action:
Approve the following Condemnation: Orr Road Extension, Parcel #6

Project: Orr Road Extension, Parcel #6
Owner(s): Nawal Mahboub-Hopkins and Jeff Hopkins
Property Address: 229 Austin Drive
Total Parcel Area: 238,528 sq. ft. (5.476 acres)
Property to be acquired by Fee: 18,188 sq. ft. (.418 ac.) in Fee Simple
Property to be acquired by Easements: 6,071 sq. ft. (.139 ac.) in Storm Drainage Easement, plus 10,323 sq. ft. (.237 ac.) in Temporary Construction Easement, plus 84 sq. ft. (.002 ac.) in Utility Easement
Structures/Improvements to be impacted: Irrigation well
Landscaping to be impacted: Trees and various plantings
Zoned: R-4
Use: Single-family Residential - Rural Acreage
Tax Code: 089-212-26
Appraised Value: $27,400

Property Owner’s Concerns: The property owner is concerned with the compensation amount, the loss of the irrigation well, the impact to the driveway and the additional storm water runoff onto the property.

City’s Response to Property Owner’s Concerns: Staff informed the property owner that they could obtain their own appraisal and that compensation was given for the loss of the irrigation well. The project was redesigned to reduce the impacts to the driveway and minimize the storm water runoff.

Recommendation: To avoid delay in the project schedule, staff recommends proceeding to condemnation for clear title to acquire necessary property rights.

Council District: 4
Property Transactions - Providence Road Sidewalk, Parcel #15

Action:
Approve the following Acquisition: Providence Road Sidewalk, Parcel #15

This property is acquired in accordance with Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for North Carolina Department of Transportation reimbursement.

Project: Providence Road Sidewalk, Parcel #15

Owner(s): William T. Sellers, IV and Sylvia Diann Sellers

Property Address: 5014 Providence Road

Total Parcel Area: 26,025 sq. ft. (.597 ac.)

Property to be acquired by Easements: 2,055 sq. ft. (.047 ac.) in Sidewalk and Utility Easement, plus 3,144 sq. ft. (.072 ac.) in Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: Trees, shrubs and various plantings

Zoned: R-3

Use: Single-family Residential

Tax Code: 187-123-20

Purchase Price: $18,745

Council District: 6
Property Transactions - Margaret Turner Road Storm Drainage Improvements, Parcel #2

Action:
Approve the following Condemnation: Margaret Turner Road Storm Drainage Improvements, Parcel #2

Project: Margaret Turner Road Storm Drainage Improvements, Parcel #2

Program: Flood Control

Owner(s): Oakdale Crossing Residents' Association, Inc.

Property Address: Southside of Margaret Turner Road

Total Parcel Area: 33,492 sq. ft. (.769 ac.)

Property to be acquired by Easements: 1,312 sq. ft. (.03 ac.) in Storm Drainage Easement, plus 5,154 sq. ft. (.118 ac.) in Temporary Construction Easement, plus 7,875 sq. ft. (.181 ac.) in Existing Drainage Accepted as Storm Drainage Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: Trees and various plantings

Zoned: R-4

Use: Single-family Residential - Common

Tax Code: 035-021-28

Appraised Value: $750

Recommendation: To obtain clear title and avoid delay in the project schedule, staff recommends proceeding to condemnation.

Council District: 2
Property Transactions - Margaret Turner Road Storm Drainage Improvements, Parcel #17

Action:
Approve the following Condemnation: Margaret Turner Road Storm Drainage Improvements, Parcel #17

Project: Margaret Turner Road Storm Drainage Improvements, Parcel #17

Program: Flood Control

Owner(s): Oakdale Crossing Residents' Association, Inc.

Property Address: 2119 Hopedale Avenue

Total Parcel Area: 10,856 sq. ft. (.249 ac.)

Property to be acquired by Easements: 572 sq. ft. (.013 ac.) in Storm Drainage Easement, plus 4,013 sq. ft. (.092 ac.) in Temporary Construction Easement, plus 6,274 sq. ft. (.144 ac.) in Existing Drainage Accepted as Storm Drainage Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: Trees and various plantings

Zoned: R-4

Use: Single-family Residential - Common

Tax Code: 035-021-43

Appraised Value: $500

Recommendation: To obtain clear title and avoid delay in the project schedule, staff recommends proceeding to condemnation.

Council District: 2
City of Charlotte

Agenda Date: 3/27/2017

Agenda #: 70. File #: 15-5225 Type: Consent Item

Property Transactions - North Tryon Business Corridor, Parcel #18, #21 and #22

Action:
Approve the following Acquisition: North Tryon Business Corridor, Parcel #18, #21, and #22

Project: North Tryon Business Corridor, Parcel #18, #21 and #22

Owner(s): Norfolk Southern Railway Company

Property Address: 1710, 1730 and 1802 North Tryon Street

Total Parcel Area: 251,268 sq. ft. (5.768 acres)

Property to be acquired by Fee: 26,248 sq. ft. (.603 ac.) in Fee Simple

Property to be acquired by Easements: 73 sq. ft. (.002 ac.) in Storm Drainage Easement, plus 2,407 sq. ft. (.055 ac.) in Temporary Construction Easement, plus 16,397 sq. ft. (.376 ac.) in Utility Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: None

Zoned: I-2

Use: Industrial

Tax Code: 083-011-18, 083-011-17, and 083-011-16

Price: $490,850

Council District: 1
Agenda #: 71. File #: 15-5227 Type: Consent Item

Property Transactions - North Tryon Business Corridor, Parcel #24

Action:
Approve the following Acquisition: North Tryon Business Corridor, Parcel #24

Project: North Tryon Business Corridor, Parcel #24

Owner(s): Norfolk Southern Railway Company

Property Address: 1914 North Tryon Street

Total Parcel Area: 4,106,711 sq. ft. (94.277 acres)

Property to be acquired by Fee: 1,597 sq. ft. (.037 ac.) in Fee Simple

Property to be acquired by Easements: 5,449 sq. ft. (.125 ac.) in Storm Drainage Easement, plus 17,448 sq. ft. (.401 ac.) in Temporary Construction Easement, plus 6,316 sq. ft. (.145 ac.) in Utility Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: None

Zoned: I-2

Use: Industrial

Tax Code: 083-01S-02

Purchase Price: $140,000

Council District: 1
Reference - Charlotte Business INClusion Policy

The following excerpts from the City's Charlotte Business INClusion Policy are intended to provide further explanation for those agenda items which reference the Charlotte Business INClusion Policy in the business meeting agenda.

Part A:  Administration & Enforcement

Appendix Section 20:  Contract:  For the purposes of establishing an MWSBE subcontracting goal on a Contract, the following are examples of contract types:

- Any agreement through which the City procures services from a Business Enterprise, other than Exempt Contracts.
- Contracts include agreements and purchase orders for (a) construction, re-construction, alteration and remodeling; (b) architectural work, engineering, surveying, testing, construction management and other professional services related to construction; and (c) services of any nature (including but not limited to general consulting and technology-related services), and (d) apparatus, supplies, goods or equipment.
- The term “Contract” shall also include Exempt Contracts for which an SBE, MBE or WBE Goal has been set.
- Financial Partner Agreements, Development Agreements, and Construction Manager-at-Risk Agreements shall also be deemed “Contracts,” but shall be subject to the provisions referenced in the respective Parts of the Charlotte Business INClusion Program Policy.

Appendix Section 27:  Exempt Contracts:  Contracts that fall within one or more of the following categories shall be “Exempt Contracts” from all aspects of the Charlotte Business INClusion Policy, unless the Department responsible for procuring the Contract decides otherwise:

No Competitive Process Contracts: Contracts or purchase orders that are entered into without a competitive process, or entered into based on a competitive process administered by an entity other than the City shall be Exempt Contracts, including but not limited to contracts that are entered into by sole sourcing, piggybacking, buying off the North Carolina State contract, buying from a competitive bidding group purchasing program as allowed under G.S. 143-129(e)(3), or using the emergency procurement procedures established by the North Carolina General Statutes.

Managed Competition Contracts: Managed competition contracts pursuant to which a City Department or division competes with Business Enterprises to perform a City function shall be Exempt Contracts.

Real Estate Leasing and Acquisition Contracts: Contracts for the acquisition or lease of real estate shall be Exempt Contracts.

Federal Contracts Subject to DBE Requirements: Contracts that are subject to the U.S. Department
of Transportation Disadvantaged Business Enterprise Program as set forth in 49 CFR Part 26 or any successor legislation shall be Exempt Contracts.

State Contracts Subject to MWBE Requirements:
Contracts for which a minority and women business participation goal is set pursuant to G.S. 143-128.2(a) due to a building project receiving funding from the State of North Carolina shall be Exempt Contracts.

Financial Partner Agreements with DBE or MWBE Requirements:
Contracts that are subject to a disadvantaged business development program or minority and women business development program maintained by a Financial Partner shall be Exempt Contracts.

Interlocal Agreements:
Contracts with other units of federal, state, or local government shall be Exempt Contracts.

Contracts for Legal Services:
Contracts for legal services shall be Exempt Contracts, unless otherwise indicated by the City Attorney.

Contracts with Waivers:
Contracts for which the SBO Program Manager or the City Manager waives the SBO Program requirements shall be Exempt Contracts (such as when there are no SBE subcontracting opportunities on a Contract).

Special Exemptions:
Contracts where the Department and the Program Manager agree that the Department had no discretion to hire an SBE (e.g., emergency contracts or contracts for banking or insurance services) shall be Exempt Contracts.

Appendix Section 35: Informal Contracts:
Contracts and purchase orders through which the City procures services from a Business Enterprise that fall within one of the following two categories:

Construction Contracts Less Than or Equal To $500,000:
Service and Commodities Contracts That Are Less Than or Equal To $100,000:

Part B: Formal Construction Bidding
Part B: Section 2.1: When the City Solicitation Documents for a Construction Contract contain an MWSBE Goal, each Bidder must either: (a) meet the MWSBE Goal, or (b) comply with the Good Faith Negotiation and Good Faith Efforts requirements. Failure to do so constitutes grounds for rejection of the Bid. The City Solicitation Documents will contain certain forms that Bidders must complete to document having met these requirements.

Part B: Section 2.3: No Goals When There Are No Subcontracting Opportunities.
The City shall not establish Subcontracting Goals for Contracts where: a) there are no subcontracting opportunities identified for the Contract; or b) there are no SBEs, MBEs or WBEs (as applicable) to perform scopes of work or provide products or services that the City regards as realistic opportunities for subcontracting.

Part C: Services Procurement
Part C: Section 2.1: When the City Solicitation Documents for a Service Contract do not contain an SBE Goal, each Proposer must negotiate in good faith with each MWSBE that responds to the Proposer’s solicitations and each MWSBE that contacts the Proposer on its own accord. Additionally, the City may negotiate a Committed SBE Goal with the successful Proposer after the Proposal Opening.

Part C: Section 2.1: No Goal When There Are No MWSBE Subcontracting Opportunities. The City shall not establish an MWSBE Goal for Service Contracts where there are no MWSBEs certified to perform the
scopes of work that the City regards as realistic opportunities for subcontracting.

**Part D: Post Contract Award Requirements**

**Part D: Section 6: New Subcontractor Opportunities/Additions to Scope, Contract Amendments**

If a Contractor elects to subcontract any portion of a Contract that the Contractor did not previously identify to the City as a subcontracting opportunity, or if the scope of work on a Contract increases for any reason in a manner that creates a new MWSBE subcontracting opportunity, the City shall either:

- Notify the Contractor that there will be no Supplemental MWSBE Goal for the new work; or
- Establish and notify the Contractor of a Supplemental MWSBE Goal for the new work.
Reference - Property Transaction Process

Property Transaction Process Following City Council Approval for Condemnation

The following overview is intended to provide further explanation for the process of property transactions that are approved by City Council for condemnation.

Approximately six weeks of preparatory work is required before the condemnation lawsuit is filed. During this time, City staff continues to negotiate with the property owner in an effort to reach a mutual settlement.

- If a settlement is reached, the condemnation process is stopped, and the property transaction proceeds to a real estate closing.

- If a settlement cannot be reached, the condemnation lawsuit is filed. Even after filing, negotiations continue between the property owner and the City’s legal representative. Filing of the condemnation documents allows:
  - The City to gain access and title to the subject property so the capital project can proceed on schedule.
  - The City to deposit the appraised value of the property in an escrow account with the Clerk of Court. These funds may be withdrawn by the property owner immediately upon filing, and at any time thereafter, with the understanding that additional funds transfer may be required at the time of final settlement or at the conclusion of litigation.

- If a condemnation lawsuit is filed, the final trial may not occur for 18 to 24 months; however, a vast majority of the cases settle prior to final trial. The City’s condemnation attorney remains actively engaged with the property owner to continue negotiations throughout litigation.
  - North Carolina law requires that all condemnation cases go through formal non-binding mediation, at which an independent certified mediator attempts to facilitate a successful settlement. For the minority of cases that do not settle, the property owner has the right to a trial by judge or jury in order to determine the amount of compensation the property owner will receive.
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.