

# **City of Charlotte**

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



## **Meeting Agenda**

**Monday, September 25, 2017**

**Council Chambers**

### **City Council Business Meeting**

*Mayor Jennifer W. Roberts  
Mayor Pro Tem Vi Lyles  
Council Member Dimple Ajmera  
Council Member Ed Driggs  
Council Member Julie Eiselt  
Council Member Claire Fallon  
Council Member Carlenia Ivory  
Council Member Patsy Kinsey  
Council Member LaWana Mayfield  
Council Member James Mitchell  
Council Member Greg Phipps  
Council Member Kenny Smith*



# City of Charlotte

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

## Meeting Agenda City Council Business Meeting

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Monday, September 25, 2017

5:00 PM

Council Chambers

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

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2. Agenda Overview ..... 2
3. Mayor and Council Consent Item Questions ..... 3
4. 2017 Fall Federal Legislative Update ..... 4
5. Tree Canopy Update ..... 5
6. Airport Capital Development Status Update ..... 6
7. Answers to Mayor and Council Consent Item Questions ..... 7

### 6:30 P.M. PUBLIC FORUM, CHARLOTTE-MECKLENBURG GOVERNMENT CENTER, CHAMBER

8. Public Forum ..... 8

### 7:00 P.M. BUSINESS MEETING, CHARLOTTE-MECKLENBURG GOVERNMENT CENTER, CHAMBER

*Call to Order*

*Roll Call*

*Introductions*

*Invocation*

*Pledge of Allegiance*

9. Consent agenda items 27 through 48 may be considered in one motion except for those items removed by a Council member. Items are removed by notifying the City Clerk. .... 9

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#### *Adjournment*

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# City of Charlotte

Charlotte-Mecklenburg  
Government Center  
600 East 4th Street  
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**Agenda Date:** 9/25/2017

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**Agenda #:** 1. **File #:** 15-6328 **Type:** Dinner Briefing

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## **Closed Session**



# City of Charlotte

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

**Agenda Date:** 9/25/2017

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**Agenda #:** 2. **File #:** 15-6329 **Type:** Dinner Briefing

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## Agenda Overview

**Staff Resource(s):**  
Marcus Jones, City Manager



**Agenda Date:** 9/25/2017

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**Agenda #:** 3. **File #:** 15-6330 **Type:** Dinner Briefing

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## **Mayor and Council Consent Item Questions**

**Staff Resource(s):**

Debra Campbell, City Manager's Office

**Time:** 5 minutes

**Synopsis**

Mayor and Council may ask questions about Consent agenda items. Staff will address questions at the end of the dinner meeting.



**Agenda Date:** 9/25/2017

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**Agenda #:** 4. **File #:** 15-6255 **Type:** Dinner Briefing

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## 2017 Fall Federal Legislative Update

### Staff Resource(s):

Randy Harrington, Management and Financial Services  
Dana Fenton, City Manager's Office  
Rich Gold, Holland & Knight

**Time:** 20 minutes

### Explanation

- The City's federal lobbying team from Holland & Knight will brief Mayor and City Council on the status of the City's 2017-2018 Federal Legislative Agenda that includes the following:
  - Airport Control Tower,
  - 2030 Transit Plan,
  - North End Smart District,
  - Doppler Weather Radar, and
  - Municipal Bonds.
- Holland & Knight will also address other issues that remain for the US Congress to consider in 2017.

### Future Action

The presentation is for informational purposes only.



**Agenda Date:** 9/25/2017

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**Agenda #:** 5. **File #:** 15-6481 **Type:** Dinner Briefing

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## Tree Canopy Update

**Committee Chair:**

Patsy Kinsey, Environment

**Staff Resource(s):**

Mike Davis, Engineering and Property Management  
Erin Oliverio, Engineering and Property Management  
Chuck Cole, TreesCharlotte

**Time:** 20 minutes

**Explanation**

- City and TreesCharlotte staff will provide a briefing on the following topics as they pertain to the Urban Forest Master Plan (UFMP).
  - Current planting and maintenance efforts;
  - UFMP recommended tasks currently underway;
  - UFMP recommended tasks planned for the next year, and
  - TreesCharlotte FY 2017 successes and plans for FY 2018.

**Future Action**

The City Council will be asked to consider adoption of the completed UFMP during City Council's regular business meeting on September 25, 2017.



**Agenda Date:** 9/25/2017

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**Agenda #:** 6. **File #:** 15-6367 **Type:** Dinner Briefing

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## **Airport Capital Development Status Update**

### **Staff Resource(s):**

Brent Cagle, Aviation  
Jack Christine, Aviation  
Haley Gentry, Aviation  
Michael Hill, Aviation

**Time:** 20 minutes

### **Explanation**

- The Aviation Department Executive Team will provide City Council with a briefing on the Capital Development Program implementation with a focus on the Terminal Modernization Program.
- The briefing will include information on the following:
  - Updates on implementation of customer amenities, and
  - Design and construction projects in and around the Terminal.

### **Future Action**

The presentation is for information only.



**Agenda Date:** 9/25/2017

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**Agenda #:** 7. **File #:** 15-6331 **Type:** Dinner Briefing

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## **Answers to Mayor and Council Consent Item Questions**

**Staff Resource(s):**

Debra Campbell, City Manager's Office

**Time:** 10 minutes

**Synopsis**

Staff responses to questions from the beginning of the dinner meeting.



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**Agenda Date:** 9/25/2017

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**Agenda #:** 8. **File #:** 15-6338 **Type:** Public Hearing Item

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## Public Forum





**Agenda Date: 9/25/2017**

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**Agenda #: 9. File #: 15-6332 Type: Consent Item**

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**Consent agenda items 27 through 48 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.



**Agenda Date: 9/25/2017**

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**Agenda #: 10.File #: 15-6341 Type: Zoning Decision**

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## **Rezoning Petition 2017-070**

### **Action:**

**Render a decision on petition 2017-070 by Saussy Burbank, LLC**

- **From R-4 (single family residential)**
- **To UR-2(CD) urban residential, conditional)**

### **Staff Resource(s):**

Ed McKinney, Planning  
Laura Harmon, Planning

### **Explanation**

- The public hearing on this rezoning petition was held on September 18, 2017.
- The City Council expedited the decision on this petition on July 17, 2017 from October 16 to September 25, as requested by the petitioner.
- The property is approximately 2.22 acres located on west side of Park Road between Wyndcrofte Place and Hillside Drive. (Council District 1 - Kinsey)
- The petition proposes to allow the redevelopment of an existing single family home site with up to 19 single family attached dwelling units at 8.6 dwelling units per acre near the Ashbrook Neighborhood.
- The Zoning Committee found the petition to be consistent with the Park Woodlawn Area Plan recommendation, based on information from the staff analysis and the public hearing.
- The Zoning Committee voted 7-0 to recommend **APPROVAL** of this petition.
- 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

- The Zoning Committee finds this petition to be **consistent** with the *Park Woodlawn Area Plan* recommendation, based on information from the staff analysis and the public hearing, and because:
  - The proposed multi-family residential density of 8.56 dwelling units per acre is significantly less than the 17 dwelling units proposed in the adopted area plan for the subject site and abutting properties.
- Therefore, we find this petition to be reasonable and in the public interest, based on the information from the staff analysis and the public hearing, and because:
  - The subject parcel is a large single family lot of over two acres on a segment of Park Road, a major thoroughfare, which is developed with a mixture of institutional, multi-family and single family residential uses; and
  - Although the zoning district requested is UR-2 (urban residential) and the immediate area has been developed under more suburban districts, the wide side yards and rear yards abutting single family residential are sensitive to and compatible with the existing residential context; and
  - The proposed 20-foot wide buffer will screen the development from the existing single family homes; and
  - The UR-2 zoning district is necessary to accommodate a new east/west public street as well as the proposed development on this narrow and deep, 2.2-acre lot; and
  - The new public street stubbing to the north and south of the property will provide an opportunity to expand the network of local streets in the area if the properties to the north or south redevelop in the future.

**Consistency Statement to Approve**

**Maker: Nelson**

**2<sup>ND</sup>: Majeed**

**Vote: 7-0 (Fryday, Nelson, Majeed,  
McClung, McMillan, Spencer and Sullivan)**

**Dissenting: None**

**Recused: None**

**Recommendation to Approve:**

**Maker: Majeed**

**2<sup>ND</sup>: McMillan**

**Vote: 7-0 (Fryday, Nelson, Majeed,  
McClung, McMillan, Spencer and Sullivan)**

**Dissenting: None**

**Recused: None**

<b>REQUEST</b>	Current Zoning: R-4 (single-family residential) Proposed Zoning: UR-2(CD) (urban residential, conditional)
<b>LOCATION</b>	Approximately 2.22 acres located on the west side of Park Road between Wyndcrofte Place and Hillside Avenue. (Council District 1 - Kinsey)
<b>SUMMARY OF PETITION</b>	The petition proposes to allow the redevelopment of an existing single family home site with up to 19 single family attached dwelling units at 8.6 dwelling units per acre near the Ashbrook Neighborhood.
<b>PROPERTY OWNER</b>	The Estate of Eugene Roy Carpenter et al. and Margaret C. Smith
<b>PETITIONER</b>	Saussy Burbank, LLC
<b>AGENT/REPRESENTATIVE</b>	Collin Brown & Baily Patrick, Jr., K&L Gates LLP
<b>COMMUNITY MEETING</b>	Meeting is required and has been held. Report available online. Number of people attending the Community Meeting: 14
<b>STATEMENT OF CONSISTENCY</b>	<ul style="list-style-type: none"> <li>The Zoning Committee finds this petition to be consistent with the <i>Park Woodlawn Area Plan</i> recommendation, based on information from the staff analysis and the public hearing, and because: <ul style="list-style-type: none"> <li>The proposed multi-family residential density of 8.56 dwelling units per acre is significantly less than the 17 dwelling units proposed in the adopted area plan for the subject site and abutting properties.</li> </ul> </li> <li>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: <ul style="list-style-type: none"> <li>The subject parcel is a large single family lot of over two acres on a segment of Park Road, a major thoroughfare, which is developed with a mixture of institutional, multi-family and single family residential uses; and</li> <li>Although the zoning district requested is UR-2 (urban residential) and the immediate area has been developed under more suburban districts, the wide side yards and rear yards abutting single family residential are sensitive to and compatible with the existing residential context; and</li> <li>The proposed 20-foot wide buffer will screen the development from the existing single family homes; and</li> <li>The UR-2 zoning district is necessary to accommodate a new east/west public street as well as the proposed development on this narrow and deep, 2.2-acre lot; and</li> <li>The new public street stubbing to the north and south of the property will provide an opportunity to expand the network of local streets in the area if the properties to the north or south redevelop in the future;</li> </ul> </li> </ul> <p>By a 7-0 vote of the Zoning Committee (motion by Nelson, seconded by Majeed).</p>

<b>ZONING COMMITTEE ACTION</b>	<p>The Zoning Committee voted 7-0 to recommend <b>APPROVAL</b> of this petition, with modifications.</p> <ol style="list-style-type: none"> <li>The proposed public street will be extended to the southern property line per the Subdivision Ordinance.</li> <li>Elevations for the corner unit facing Park Road includes notes and detail that gives the appearance of a front façade along Park Road. The side wall facing public streets or private drives will also be enhanced with design features including shutters and functional doors.</li> <li>Building elevations are annotated with building materials and</li> </ol>
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architectural features.

4. A note has been added specifying dedication and fee simple conveyance of all rights-of-way to the City before the first building certificate of occupancy is issued;
5. A note has been added specifying all transportation improvements will be approved and constructed before the site's first certificate of occupancy is issued, or an alternative bond may be posted, if approved by CDOT.
6. Garages will be set back at least 20 feet from the back of the sidewalk.
7. A six-foot sidewalk abutting the back of curb, followed by an eight-foot planting strip along the north side of the public street to accommodate longer 20-foot driveways from the back of the sidewalk, subject to Planning Director approval. If approval is not granted, than an eight-foot planting strip will abut the back of curb, with a six-foot sidewalk, and the driveway will be at least 20 feet from the closest edge of the sidewalk. This street cross-section would require the removal of the on-street parking.
8. The proposed 15' landscape area will meet the planting requirements for a Class C buffer.
9. The buffer area abutting the residential parcels to the south of the site's property line will be 15 feet, and meet the planting requirements for a Class C buffer.
10. The petitioner has removed the eight-foot planting strip along the north side of the public street in order to accommodate longer twenty-foot driveways on the south side of the public street.
11. The petitioner has committed to a low wall at the entrance to the site, with a maximum height of three and one-half feet and composed of painted brick.
12. The petitioner has corrected an error in the development standards showing twenty units. The Petitioner is requesting for nineteen units to be constructed on the site.

## VOTE

Motion/Second: Majeed / McMillan  
 Yeas: Fryday, Nelson, Majeed, McClung, McMillan, Spencer, and Sullivan  
 Nays: None  
 Absent: None  
 Recused: None

## ZONING COMMITTEE DISCUSSION

Staff noted that this petition is consistent with the *Park Woodlawn Area Plan*. Since the staff analysis was written, the petitioner has agreed to address additional outstanding issues, and made some other minor adjustments to the plan.

A Commissioner asked a question about stormwater mitigation. Mr. Brown responded that it will be underground.

A question was asked about the elevation of the building side facing Park Road. Did it show a real door or an image of a door? Mr. Brown responded that it was an iron gate to allow residents to walk into the setback area.

Mr. Brown noted that there is an alternative street cross-section being considered that would change the location of the six-foot sidewalk to the back of curb, with the planting strip located on the house side of the sidewalk. However, This alternative would be subject to the CDOT and Planning Director approval, and would require the elimination of the on-street parking on the site.

A question was asked about how close the driveway was for the abutting retirement home. Kelsie Anderson, CDOT, responded that the location of the driveway access on Park Road was not an issue, since the lot frontage was narrow. She added that turn lanes would not be

restricted.

A Commissioner asked if the sidewalk is placed at the back of curb, the mobility of challenged pedestrians could be affected because the sidewalk stays at one level. Another Commissioner noted that the on-street parking was needed on the site, since there is no other place for guests to park.

A Commissioner noted that the entrance drive is public, as is the stub street. Could a private street be provided? Staff responded that the stub street requirement comes from the Subdivision Ordinance, and must extend to the property line. Private streets are required to be built to public street standards.

CDOT staff noted that people generally do not use their garages for cars. If the alternative location of the sidewalk and planting strip is considered, then the driveway ramp to the street would impact the sidewalk making it difficult to walk on a level sidewalk surface.

Staff is comfortable with the land use, and the technical issues can be resolved if the Commission is comfortable with the general design of the site. The Commission agreed, and a vote was taken.

There was no further discussion of this petition.

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**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**

- **Proposed Request Details**

The site plan accompanying this petition contains the following provisions:

- Allows up to 19 single family attached dwelling units at a maximum density of 8.6 dwelling units per acre.
- Dedication of 50 feet of right-of-way measured from the centerline of Park Road.
- 50-foot front setback measured from the future back-of-curb along Park Road.
- Maximum height of 50 feet and three stories.
- Thirteen foot-planting strip and six-foot sidewalk will be installed along Park Road.
- The Petitioner has revised the site plan to show a six (6) foot sidewalk directly abutting the back of curb, followed by an eight (8) foot planting strip in order to better accommodate the required twenty (20) foot driveway from the back of sidewalk, if approved by the Planning Director. If the sidewalk directly abutting the back of curb is not approved by the Director, the Petitioner will alternatively remove the on-street parking along the north side of the proposed street to accommodate an eight (8) foot planting strip abutting the back of curb followed by a sidewalk on the south side of the proposed street.
- Access will be provided by a private and a public street.
- New north and south public street will provide future connection to the adjoining properties.
- 15-foot Class "C" buffer will be provided adjacent to existing single family homes.
- Freestanding lighting will be limited to 20 feet in height.
- Building elevations of the proposed structures are shown.
- Provides the following architectural treatments:
  - Residential units within 15 feet of the sidewalk will be raised from the average grade a minimum of 24 inches.
  - Pitched roofs if provided will have a 5 to 12 slope.
  - Usable porches if provided will be at least six feet in depth.
  - Garage doors will provide a setback of 12 to 24 inches from the front wall plane.
  - The side wall of the building end units facing public streets or private drives will be enhanced with design features including shutters and functional access points.

- **Public Plans and Policies**

- The *Park Woodlawn Area Plan* (2013) recommends moderate density residential uses (up to 17 dwelling units per acre) for the proposed site.

- **TRANSPORTATION CONSIDERATIONS**

The site is along a major thoroughfare, and the approximated number of daily trips is not significant

to the area traffic. CDOT continues to be concerned about the pedestrian access from on-street parking spaces along the site's northern boundary.

- See Outstanding Issues, Notes 8 and 9.

- **Vehicle Trip Generation:**

Current Zoning:

Existing Use: 20 trips per day (based on one single family dwelling unit).

Entitlement: 100 trips per day (based on eight single family dwelling units).

Proposed Zoning: 160 trips per day (based on 20 attached dwelling units).

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

- **Charlotte Area Transit System:** No issues.
- **Charlotte Department of Housing and Neighborhood Services:** No issues.
- **Charlotte Fire Department:** No on-street parking on roads less than 26 feet of clear width.
- **Charlotte-Mecklenburg Schools:** The development allowed under the existing zoning would generate eight students, while the development allowed under the proposed zoning will produce one student. Therefore, the net increase in the number of students generated from existing zoning to proposed zoning is zero students.
  - The proposed development is not projected to increase the school utilization (without mobile classroom units) over current conditions, and utilization will remain as follows:
    - Selwyn Elementary at 181%;
    - Alexander Graham Middle at 112%; and
    - Myers Park High at 114%.
- **Charlotte Water:** The site has water system availability for the rezoning boundary via an existing six-inch water main located along Park Road. The site currently does not have sewer system availability. The closest available sewer main is approximately 100 feet north on Park Road.
- **Engineering and Property Management:**
  - **Arborist:** No trees can be planted in the right of way on any existing road (Park Road) and all newly created public streets without permission of the City Arborist's office. Contact Laurie Reid (704-336-5753) at the City Arborist's office with any questions. Note: plans submitted during the land development permitting process will not be approved until a permit for the removal of a right of way tree is obtained. The petitioner must submit a tree survey for all trees two-inches or larger located in the rights of way. In addition, the survey shall include all trees eight-inches or larger in the setback.
  - **Erosion Control:** No issues.
  - **Land Development:** No issues.
  - **Storm Water Services:** No issues.
  - **Urban Forestry:** No issues.
- **Mecklenburg County Land Use and Environmental Services Agency:** No issues.
- **Mecklenburg County Parks and Recreation Department:** No issues.

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**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 Housing and Neighborhood Services Review
  - Charlotte Fire Department Review
  - Charlotte-Mecklenburg Schools Review
  - Charlotte Water Review
  - Engineering and Property Management Review
    - City Arborist Review
    - Erosion Control
    - Land Development
    - Storm Water
    - Urban Forestry

- Mecklenburg County Land Use and Environmental Services Agency Review
- Mecklenburg County Parks and Recreation Review
- Transportation Review

**Planner:** Solomon Fortune (704) 336-8326



<b>REQUEST</b>	Current Zoning: R-4 (single-family residential) Proposed Zoning: UR-2(CD) (urban residential, conditional)
<b>LOCATION</b>	Approximately 2.22 acres located on the west side of Park Road between Wyndcrofte Place and Hillside Avenue. (Council District 1 - Kinsey)
<b>SUMMARY OF PETITION</b>	The petition proposes to allow the redevelopment of an existing single family home site with up to 19 single family attached dwelling units at 8.56 dwelling units per acre near the Ashbrook Neighborhood.
<b>PROPERTY OWNER PETITIONER AGENT/REPRESENTATIVE</b>	The Estate of Eugene Roy Carpenter et al. and Margaret C. Smith Saussy Burbank, LLC Collin Brown & Bailey Patrick, Jr., K&L Gates LLP
<b>COMMUNITY MEETING</b>	Meeting is required and has been held. Report available online. Number of people attending the Community Meeting: 14

<b>STAFF RECOMMENDATION</b>	<p>Staff recommends approval of this petition upon resolution of outstanding issues related to site design and transportation issues.</p> <p><u>Plan Consistency</u> The petition is consistent with the <i>Park Woodlawn Area Plan</i> recommendation for multi-family residential uses up to 17 dwelling units per acre.</p> <p><u>Rationale for Recommendation</u></p> <ul style="list-style-type: none"> <li>• The subject parcel is a large single family lot of over two acres on a segment of Park Road, a major thoroughfare, which is developed with a mixture of institutional, multi-family and single family residential uses.</li> <li>• The proposed residential density of 8.56 dwelling units per acre is significantly less than the 17 dwelling units proposed in the adopted area plan for the subject site and abutting properties.</li> <li>• Although the zoning district requested is UR-2 (urban residential) and the immediate area has been developed under more suburban districts, the wide side yards and rear yards abutting single family residential are sensitive to and compatible with the existing residential context.</li> <li>• The proposed 20-foot wide buffer will screen the development from the existing single family homes.</li> <li>• The UR-2 zoning district is necessary to accommodate a new east/west public street as well as the proposed development on this narrow and deep, 2.2-acre lot.</li> <li>• The new public street stubbing to the north and south of the property will provide an opportunity to expand the network of local streets in the area if the properties to the north or south redevelop in the future.</li> </ul>
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#### **PLANNING STAFF REVIEW**

- **Proposed Request Details**

The site plan accompanying this petition contains the following provisions:

- Allows up to 19 single family attached dwelling units at a maximum density of 8.56 dwelling units per acre.
- Dedication of 50 feet of right-of-way measured from the centerline of Park Road.
- 50-foot front setback measured from the future back-of-curb along Park Road.
- Maximum building height of 50 feet and three stories.
- Thirteen foot-planting strip and six-foot sidewalk will be installed along Park Road.
- Access will be provided by a private and a public street.
- New north and south public streets provide future connection to the adjoining properties.
- 20-foot Class "C" buffer adjacent to existing single family homes.

- Freestanding lighting will be limited to 21 feet in height.
- Building elevations of the proposed structures are shown.
- Provides the following architectural treatments:
  - Residential units within 15 feet of the sidewalk will be raised from the average grade a minimum of 12 inches.
  - Pitched roofs if provided will have a 5 to 12 slope.
  - Usable porches if provided will be at least six feet in depth.
  - Garage doors will provide a setback of 12 to 24 inches from the front wall plane.
- **Existing Zoning and Land Use**
  - The subject property is currently zoned R-4 (single family residential) and developed with a residential structure.
  - The surrounding properties are zoned R-4 (single family residential) and developed with single family homes, institutional use (senior living facility) or are vacant.
  - See "Rezoning Map" for existing zoning in the area.
- **Rezoning History in Area**
  - Petition 2016-004 proposed to rezone the subject site to UR-2(CD) to allow the development of 19 single family attached units. The Zoning Committee recommended approval of the petition; however, it was withdrawn by the petitioner prior to receiving a decision from the City Council.
  - Petition 2017-053 rezoned 0.86 acres south of the subject site at the intersection of Reece Road and Park Road to allow the development of six attached single family units and one single family detached unit.
- **Public Plans and Policies**
  - The *Park Woodlawn Area Plan* (2013) recommends moderate density residential uses (up to 17 dwelling units per acre) for the proposed site.
- **TRANSPORTATION CONSIDERATIONS**
  - The site is along a major thoroughfare, and the approximated number of daily trips is not significant to the area traffic. CDOT continues to be concerned about the pedestrian access from on-street parking spaces along the site's northern boundary.
  - See Outstanding Issues, Notes 4 and 5.
  - **Vehicle Trip Generation:**
    - Current Zoning:
      - Existing Use: 20 trips per day (based on one single family dwelling unit).
      - Entitlement: 100 trips per day (based on eight single family dwelling units).
    - Proposed Zoning: 160 trips per day (based on 19 attached dwelling units).

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

- **Charlotte Area Transit System:** No issues.
- **Charlotte Department of Housing and Neighborhood Services:** No issues.
- **Charlotte Fire Department:** No on-street parking on roads less than 26 feet of clear width.
- **Charlotte-Mecklenburg Schools:** The development allowed under the existing zoning would generate eight students, while the development allowed under the proposed zoning will produce one student. Therefore, the net change in the number of students generated from existing zoning to proposed zoning is zero students.
  - The proposed development is not projected to increase the school utilization (without mobile classroom units) over current conditions, and utilization will remain as follows:
    - Selwyn Elementary at 181%;
    - Alexander Graham Middle at 112%; and
    - Myers Park High at 114%.
- **Charlotte Water:** The site has water system availability for the rezoning boundary via an existing six-inch water main located along Park Road. The site currently does not have sewer system availability. The closest available sewer main is approximately 100 feet north on Park Road.
- **Engineering and Property Management:**
  - **Arborist:** No trees can be planted in the right of way on any existing road (Park Road) and all newly created public streets without permission of the City Arborist's office. Contact Laurie Reid (704-336-5753) at the City Arborist's office with any questions. Note: plans submitted during the land development permitting process will not be approved until a permit for the removal of a right of way tree is obtained. The petitioner must submit a tree survey for all trees two-inches or larger located in the rights of way. In addition, the survey shall include all trees eight-inches or larger in the setback.

- **Erosion Control:** No issues.
- **Land Development:** No issues.
- **Storm Water Services:** No issues.
- **Urban Forestry:** No issues.
- **Mecklenburg County Land Use and Environmental Services Agency:** No issues.
- **Mecklenburg County Park and Recreation Department:** No issues.

**OUTSTANDING ISSUES**Site and Building Design

1. Extend proposed public street to the southern property line per the Subdivision Ordinance.
2. Enhance elevations for the corner unit that faces Park Road. Add notes and detail that gives the appearance of a front façade along Park Road.
3. Annotate building elevations with building materials and architectural features.

Transportation

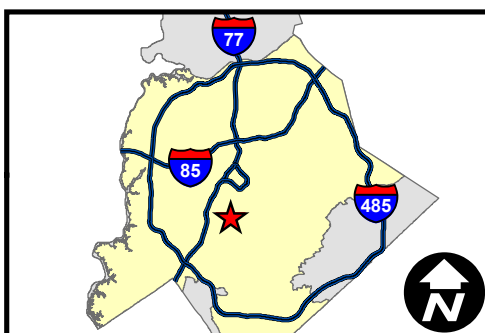
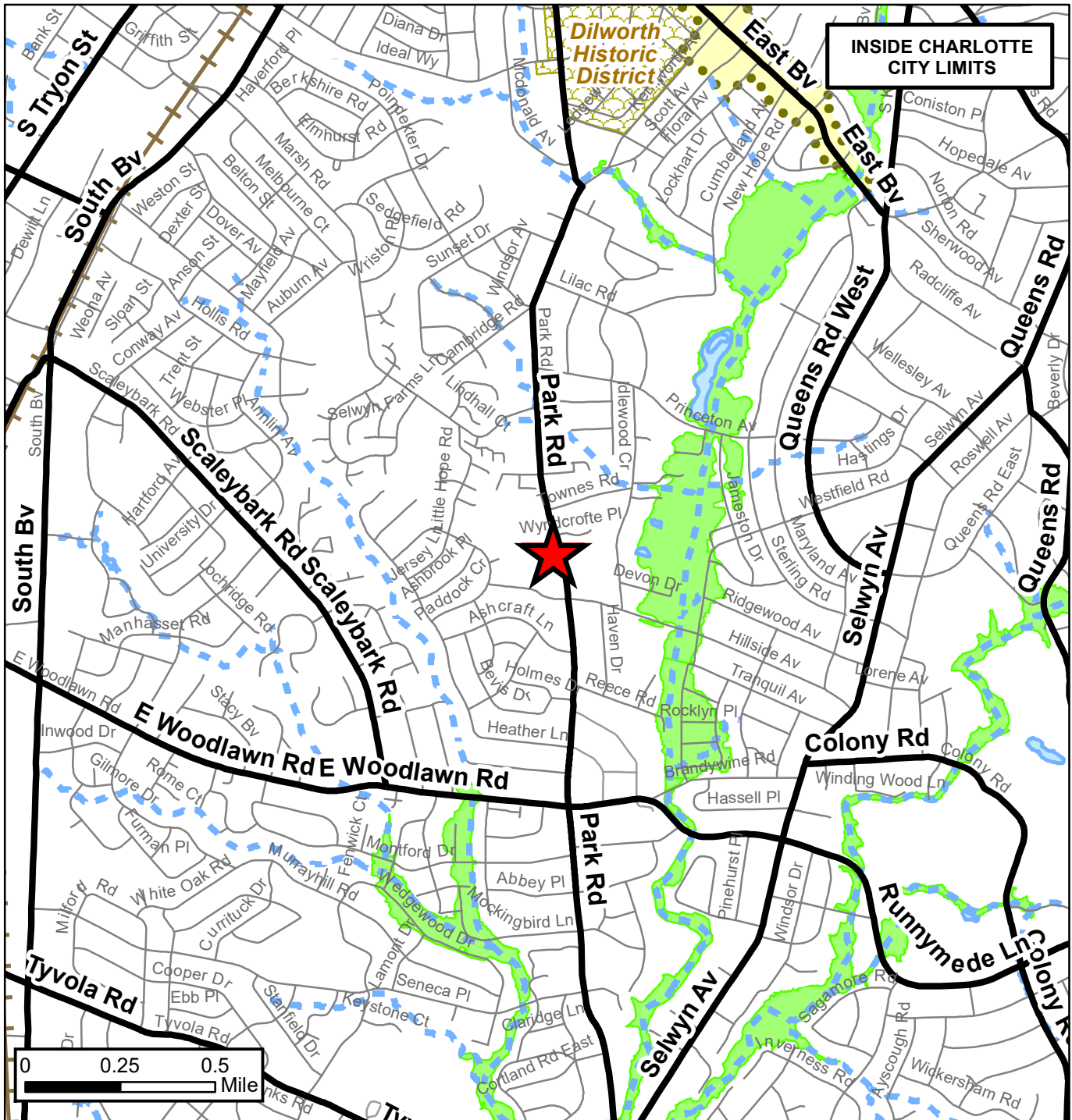
4. The petitioner should revise the site plan to add a note specifying dedication and fee simple conveyance of all rights of way to the City before the site's first building certificate of occupancy is issued. CDOT requests right of way set at two feet behind the back of sidewalk.
  5. The petitioner should revise the site plan to add a note specifying all transportation improvements will be approved and constructed before the site's first building certificate of occupancy is issued or phased per the site's development plan.
- 

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

- Application
- Site Plan
- Locator Map
- Community Meeting Report
- Department Comments
  - Charlotte Area Transit System Review
  - Charlotte Department of Housing and Neighborhood Services Review
  - Charlotte Fire Department Review
  - Charlotte-Mecklenburg Schools Review
  - Charlotte Water Review
  - Engineering and Property Management Review
    - City Arborist Review
    - Erosion Control
    - Land Development
    - Storm Water
    - Urban Forestry
  - Mecklenburg County Land Use and Environmental Services Agency Review
  - Mecklenburg County Park and Recreation Review
  - Transportation Review

**Planner:** Solomon Fortune (704) 336-8326

**Acres & Location :** Approximately 2.22 acres located along the west side of Park Road in between Wyndcrofte Place and Hillside Avenue.



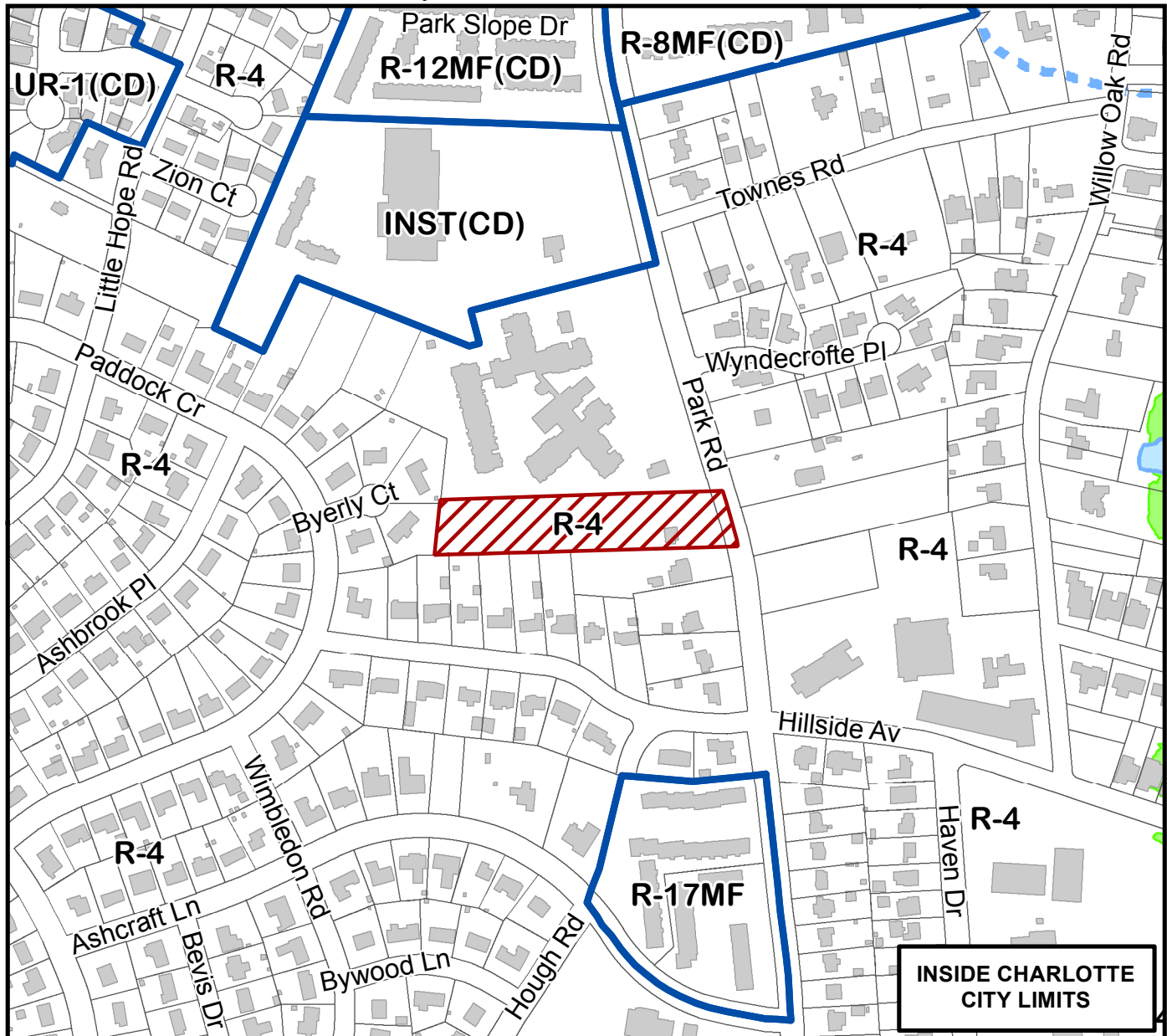
Petition #: **2017-070**

Petitioner: **Saussy Burbank, LLC**

Zoning Classification (Existing): **R-4**  
(Single Family Residential)

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

Acreage & Location: Approximately 2.22 acres located along the west side of Park Road in between Wyndcrofte Place and Hillside Avenue.



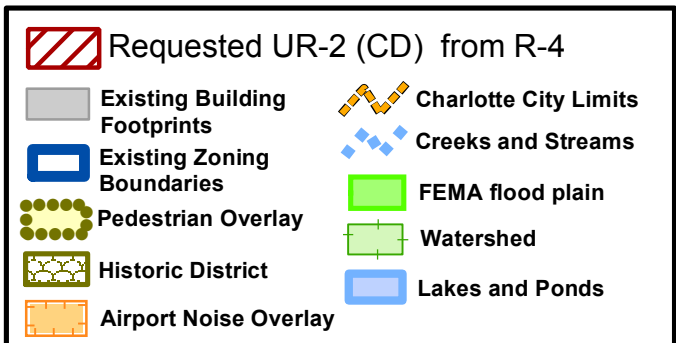
Map Produced by the Charlotte-Mecklenburg Planning Department, 3-27-2017.

0 125 250 500 750 1,000  
Feet



Zoning Map #(s)

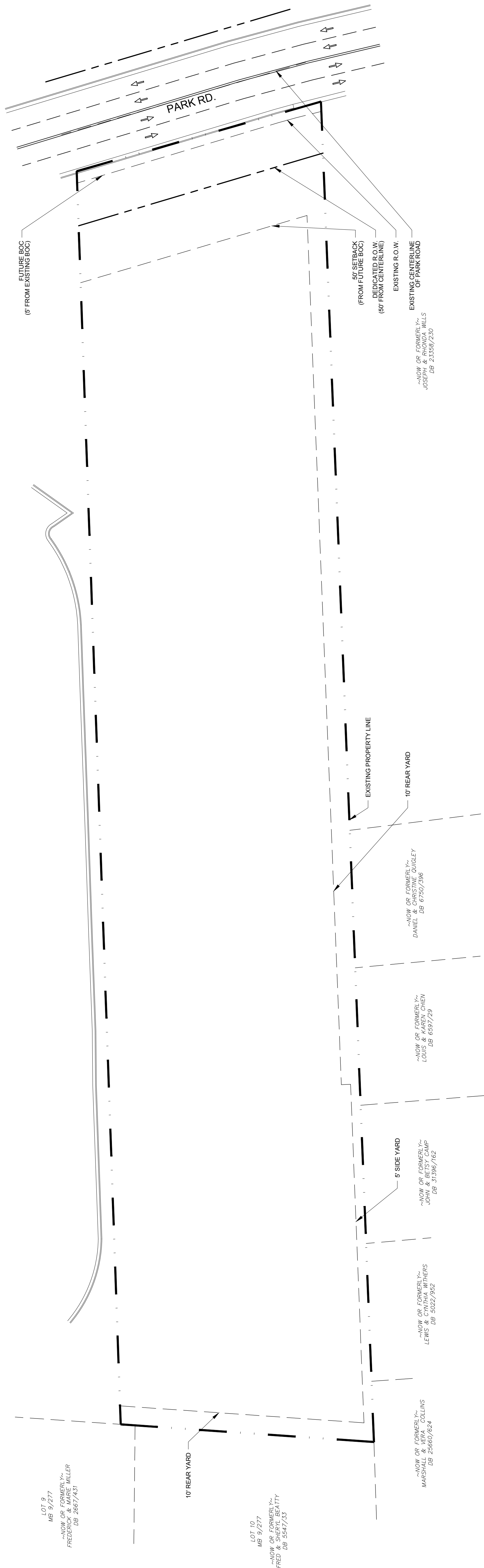
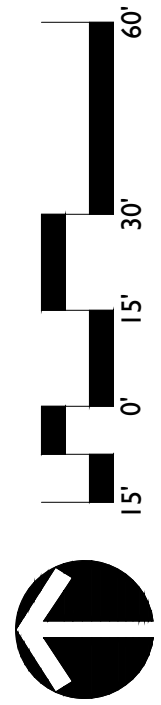
**125**





REVISIONS:  
6.15.17 - PER STAFF COMMENTS  
8.11.17 - PER STAFF COMMENTS  
8.18.17 - PER STAFF COMMENTS  
9.19.17 - PER STAFF COMMENTS

RZ-1  
SHEET #:  
PROJECT #: 1016455  
SCALE: 1"=30'  
Q.C. BY: ST  
CHECKED BY: ST  
DRAWN BY: JY  
DESIGNED BY: ST  
DATE: 06.15.17



~NOW OR FORMERLY~  
ATRIA SENIOR LIVING GROUP, INC  
DB 16912/509

LOT 9  
MB 9/277  
~NOW OR FORMERLY~  
FREDERICK & MARIE MILLER  
DB 2661/451

LOT 10  
MB 9/277  
~NOW OR FORMERLY~  
FRED & SHERYL BEATTY  
DB 3547/33

~NOW OR FORMERLY~  
MARSHALL & KEPA COLLINS  
DB 2660/624

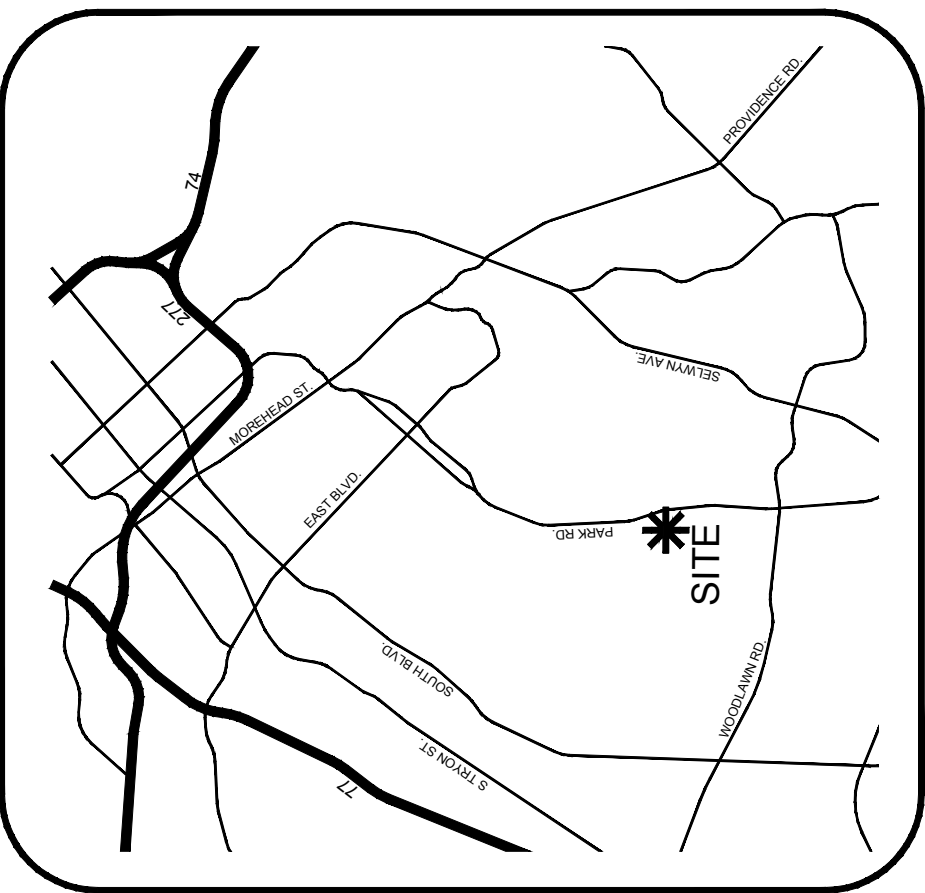
~NOW OR FORMERLY~  
LEWIS CANTON WITHERS  
DB 5022/952

~NOW OR FORMERLY~  
JAMES & JENNIFER WILSON  
DB 31396/162

~NOW OR FORMERLY~  
LOUIS & KAREN CHEN  
DB 6597/29

~NOW OR FORMERLY~  
DANIEL & CHRISTINE GAUGLEY  
DB 6750/396

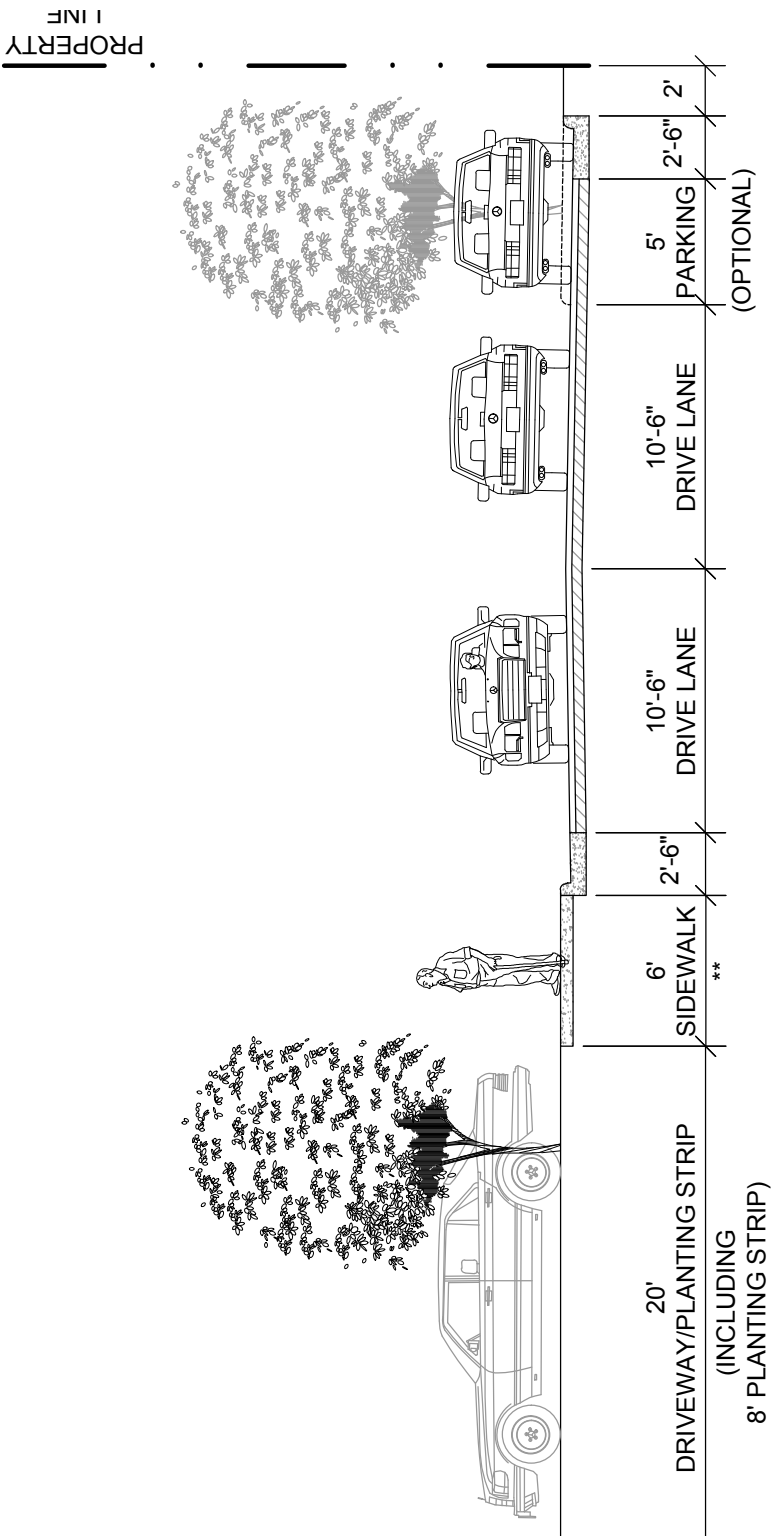
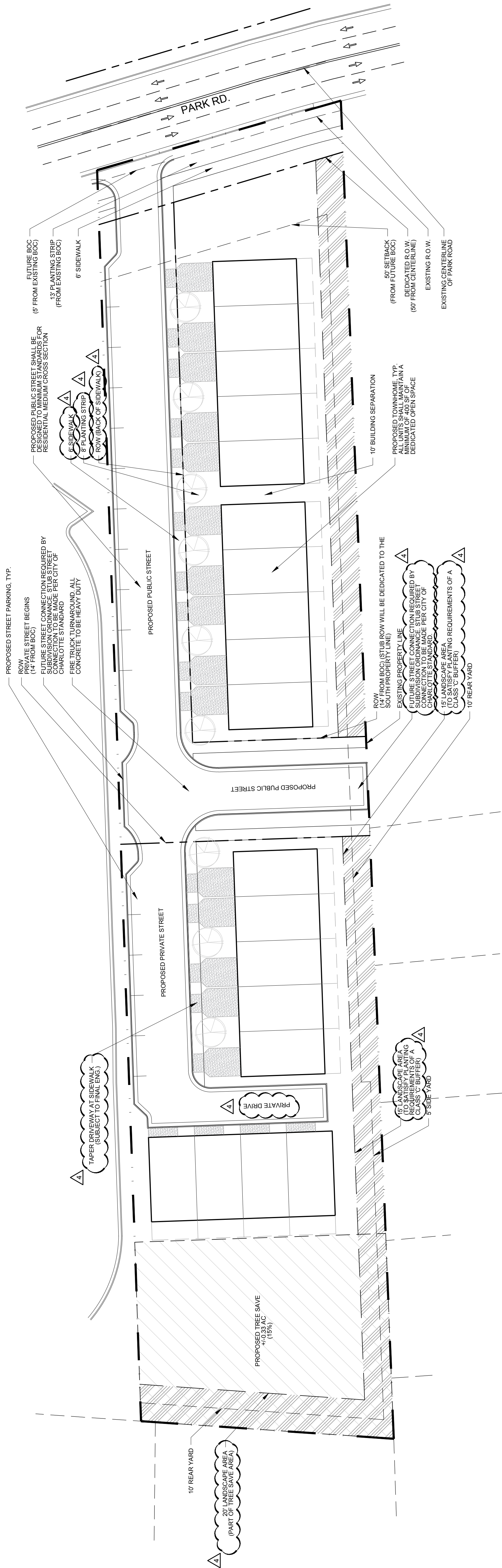
~NOW OR FORMERLY~  
10' REAR YARD



VICINITY MAP  
NTS

SITE DEVELOPMENT DATA

- Site Area: +/- 2.22 acres
- Tax Parcels: 149-144-37
- Existing Zoning: R-4
- Proposed Zoning: UR-2
- Existing Use: Single Family, Vacant
- Proposed Uses: Up to 19 Townhome Units
- Minimum Setback (Park Road): 14' from Back-of-Curb (additional setbacks provided as indicated on the Rezoning Plan)
- Minimum Side Yard (South): 5'
- Minimum Rear Yard: 10'
- Minimum Tree Save: 15% = 0.333 acres
- Total On-Site Parking: Will meet or exceed parking requirements for UR-2 district



## PROPOSED PUBLIC STREET SECTION

N.T.S.

NOTE: ALTERNATIVE STREETSCAPE IS BEING REQUESTED AND WOULD BE SUBJECT TO APPROVAL BY THE PLANNING DIRECTOR

**\*\*NOTE: PETITIONER TO WORK WITH PLANNING AND CDOT TO ADDRESS DRIVEWAY SLOPE THROUGH SIDEWALK TO ENSURE PEDESTRIAN ACCESSIBILITY ALONG THE SIDEWALK EDGE**



NOTE: ARCHITECTURAL REPRESENTATIONS ARE  
SCHEMATIC IN NATURE AND SUBJECT TO FINAL  
DESIGN

3620 PARK RD. MULTI-FAMILY  
REZONING PETITION No. 2017-070  
CHARLOTTE  
ARCHITECTURAL ELEVATIONS

REVISIONS:  
6.15.17 - PER STAFF COMMENTS  
8.11.17 - PER STAFF COMMENTS  
8.18.17 - PER STAFF COMMENTS  
9.19.17 - PER STAFF COMMENTS  
PROJECT #: 1016455  
SHEET #: RZ-3  
DATE: 06.15.17  
DESIGNED BY: ST  
DRAWN BY: TY  
CHECKED BY: ST  
SCALE: 1/8" = 1'  
PROJECT #: 1016455





Saussy Burbank, LLC

REZONING PETITION NO. 2017-070

DEVELOPMENT STANDARDS

9/19/2017

Development Data Table:

Site Area:	+/- 2.22 acres
Tax Parcels:	149-144-37
Existing Zoning:	R-4
Proposed Zoning:	UR-2
Existing Use:	Single Family, Vacant
Proposed Uses:	Up to 19 Townhome Units
Minimum Setback (internal public and private streets):	14' from Back-of-Curb (additional setbacks provided as indicated on the Rezoning Plan)
Minimum Setback (Park Road):	50' from Future Back-of-Curb
Minimum Side Yard (South):	5'
Minimum Rear Yard:	10'
Minimum Tree Save:	15% = 0.333 acres
Total On-Site Parking:	Will meet or exceed parking requirements for UR-2 district

I. General Provisions

1. These Development Standards form a part of the Rezoning Plan associated with the Rezoning Petition filed by Saussy Burbank, LLC (the “Petitioner”) to accommodate the development of a residential community on that approximately 2.22 acre site located on the west side of Park Road, north of the intersection of Park Road and Hillside Avenue, which site is more particularly depicted on the Rezoning Plan (the “Site”). The Site is comprised of Tax Parcel Number 149-144-37.

2. Development of the Site will be governed by the Rezoning Plan, these Development Standards and the applicable provisions of the City of Charlotte Zoning Ordinance (the “Ordinance”).

3. Unless the Rezoning Plan or these Development Standards establish more stringent standards, the regulations established under the Ordinance for the UR-2 (CD) zoning district shall govern the development and use of the Site.

4. Future amendments or modifications to the Rezoning Plan and/or these Development Standards may be applied for by the then owner(s) of the Site in accordance with the provisions of Chapter 6 of the Ordinance. Alterations or modifications to the Rezoning Plan are subject to Section 6.207 of the Ordinance.

II. Permitted Uses

The Site may be devoted only to a residential community containing a maximum of 19 townhome units and to any incidental and accessory uses relating thereto that are allowed in the UR-2 (CD) zoning district.

III. Transportation

1. Vehicular access will be as generally depicted on the Rezoning Plan. The placement and configuration of the vehicular access point shown on the Rezoning Plan are subject to any minor modifications required to accommodate final site and construction plans and designs and to any adjustments required by CDOT for approval.

2. As depicted on the Rezoning Plan, the Site will be served by public and/or private streets.

a. Public streets shall be built to a residential-medium standard. Notwithstanding the foregoing, the installation of the sidewalk and planting strip along the northern side of the public street and the dedication of additional right of way to accommodate the sidewalk shall occur at the time that the adjoining parcel of land located to the north of the Site (Tax Parcel No. 149-144-38) is redeveloped since the sidewalk will be located on this adjoining parcel of land. (This sidewalk is not the responsibility of the Petitioner.) The developer of the adjoining parcel of land located on the north of the Site (Tax Parcel No. 149-144-38) shall install the sidewalk and dedicate the right of way for the sidewalk.

b. Private streets shall be built to a residential medium standard. Notwithstanding the foregoing, a sidewalk shall not be required to be installed on the northern side of the private street.

3. As depicted on the Rezoning Plan, the Petitioner shall construct public stub streets.

4. Internal sidewalks and pedestrian connections shall be provided on the Site as generally depicted on the Rezoning Plan. The internal sidewalks may meander to save existing trees.

5. Prior to the issuance of a certificate of occupancy for any new building constructed on the Site, Petitioner shall dedicate and convey to the City of Charlotte (subject to a reservation of any necessary utility easements) those portions of the Site immediately adjacent to Park Road as required to provide right of way measuring fifty (50) feet from the existing centerline of the Park Road right of way, to the extent that such right of way does not already exist. Petitioner shall additionally dedicate in fee simple conveyance a right of way to the City of Charlotte, set at two (2) feet behind the back of sidewalk, before the Site's first building certificate of occupancy is issued.

6. All transportation improvements shall be approved and constructed (or, alternatively, bonded if approved by CDOT) before the Site's first building certificate of occupancy is issued or phased per the site's development plan.

IV. Architectural Standards

1. Preferred Exterior Building Materials: All principal and accessory buildings abutting public or private streets shall comprise of a combination of portions of brick, natural stone (or its synthetic equivalent), stucco, cementitious siding, fiber cement (“HardiPlank”) and/or other material approved by the Planning Director.

2. Prohibited Exterior Building Materials:

a. Vinyl siding (but not vinyl hand rails, windows or door trim); and

b. Concrete Masonry Units not architecturally finished.

3. The maximum height in stories of the single family attached dwelling units to be located on the Site shall be 3 stories.

4. The maximum height in feet of each single family attached dwelling unit to be located on the Site shall be fifty (50) feet as measured from the average grade at the base of each single family attached dwelling unit, with height planes as generally depicted on the Rezoning Plan.

5. All residential entrances within 15 feet of the sidewalk must be raised from the average sidewalk grade a minimum of twelve (12) inches.

6. Pitched roofs, if provided, shall be symmetrically sloped no less than 5:12, except that roofs for porches and attached sheds may be

no less than 2:12.

7. Petitioner shall provide blank wall provisions that limit the maximum blank wall expanse to 15 feet on all building levels.

8. Garage doors visible from public or private streets will minimize the visual impact by providing a setback of 12 to 24 inches from the front wall plane or additional architectural treatments such as translucent windows or projecting elements over the garage door opening.

9. Walkways will be provided to connect all residential entrances to sidewalks along public and private streets.

10. Townhouse buildings will be limited to six (6) individual units or fewer or will otherwise be meaningfully differentiated between units, including, but not limited to, forward offsets in the front walls of units, vertical height differences, or architectural differences in elevations (such as windows, doors, bays, trim, or materials).

11. Townhome buildings shall be generally consistent with the architectural renderings provided on RZ-3.

V. Streetscape/Landscaping

1. A fifteen (15) foot wide landscaped area meeting the planting requirements standards of a Class C buffer in Section 12.302 of the Ordinance, shall be installed along the entirety of the Site's southern boundary, excluding the proposed stub street and associated right of way.

2. The Petitioner shall provide a minimum thirteen (13) foot wide planting strip and a minimum six (6) foot wide sidewalk along the Site's frontage on Park Road.

3. The Petitioner has proposed providing a six (6) foot wide back-of-curb sidewalk along the south side of the internal street running perpendicular to Park Road. If approved by the Planning Director, an eight (8) foot planting strip would be provided behind the sidewalk. Alternatively, if the back-of-curb sidewalk is not approved, the Petitioner may eliminate the proposed on-street parking spaces on the north side of the proposed main internal street in order to shift that street north and accommodate the typical eight (8) foot planting strip, six (6) foot sidewalk and twenty (20) foot driveway on the south side of the main internal street.

VI. Environmental Features

The Petitioner shall comply with the City of Charlotte Tree Ordinance.

VII. Lighting

1. All freestanding lighting fixtures installed on the Site (excluding lower, decorative lighting that may be installed along the driveways and sidewalks as landscaping lighting) shall be fully capped and shielded and the illumination downwardly directed so that direct illumination does not extend past any property line of the Site.

2. The maximum height of any pedestrian scale, freestanding lighting fixture installed on the Site, including its base, shall not exceed twenty one (21) feet.

3. Any lighting fixtures attached to the buildings to be constructed on the site shall be decorative, capped and downwardly directed.

VIII. Amendments to Rezoning Plan

Future amendments to the Rezoning Plan and these Development Standards may be applied for by the then Owner or Owners of a particular Tract within the Site involved in accordance with the provisions of Chapter 6 of the Ordinance.

IX. Binding Effect of the Rezoning Documents and Definitions

If this Rezoning Petition is approved, all conditions applicable to development of the Site imposed under the Rezoning Plan and these Development Standards will, unless amended in the manner provided under the Ordinance, be binding upon and inure to the benefit of the Petitioner and subsequent owners of the Site and their respective successors in interest and assigns.

Throughout these Development Standards, the terms, “Petitioner” and “Owner” or “Owners,” shall be deemed to include the heirs, devisees, personal representatives, successors in interest and assigns of the Petitioner or the owner or owners of any part of the Site from time to time who may be involved in any future development thereof.

Any reference to the Ordinance herein shall be deemed to refer to the requirements of the Ordinance in effect as of the date this Rezoning Petition is approved.

REVISIONS:

DATE: 06/15/17	DRAWN BY: ST	8/15/17 - PER STAFF COMMENTS
CHECKED BY: ST	8/18/17 - PER STAFF COMMENTS	9/19/17 - PER STAFF COMMENTS

SHEET #:

RZ-4

PROJECT #:

1016455

3620 PARK RD. MULTI-FAMILY

REZONING PETITION NO. 2017-070

CHARLOTTE

DEVELOPMENT STANDARDS

LandDesign

223 N Graham Street, Charlotte, NC 28202

V: 704.333.0325 F: 704.332.3246

www.LandDesign.com





**Agenda Date: 9/25/2017**

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**Agenda #: 11. File #: 15-6388 Type: Public Hearing Item**

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## **NN, Inc. Business Investment Grant**

### **Action:**

- A. Conduct a public hearing regarding approval of a Business Investment Grant to NN, Inc. and**
- B. Approve the City's share of a Business Investment Grant to NN, Inc. for a total estimated amount of \$106,571 over five years.**

### **Staff Resource(s):**

Patrick Mumford, Economic Development  
Kevin Dick, Economic Development

### **Explanation**

- On September 12, 2017, NN, Inc. (NN) announced its selection of Charlotte for a capital investment of \$10.5 million to relocate and establish a corporate headquarters in Charlotte.
- Staff is requesting City Council approve a Business Investment Grant estimated up to \$106,571 over five years. Mecklenburg County's share is estimated at \$181,595.
  - On July 24, 2017, the City Council, in Closed Session, indicated its intent to approve a Business Investment Grant to NN.
  - On August 2, 2017, the Mecklenburg County Board of Commissioners, in Closed Session, indicated its intent to approve a Business Investment Grant to NN and will hold a public hearing on October 3, 2017.
  - The total City/County combined grant is estimated to be \$288,166 over five years.
  - The State of North Carolina also approved a Job Development Investment Grant in the amount of \$3,688,000 and up to \$360,000 in community college training funds.
- In addition to the \$10.5 million capital investment, NN committed to:
  - 200 jobs, with 175 to be hired locally, over five years (\$130,000 average wage)
- Additional benefits also include:
  - Workforce development partnerships and relationship with company can be utilized to connect talent to available positions
  - The project's alignment with:
    - City Values and Winning Cities Characteristics
    - Letter to the Community (Good Paying Jobs)
    - Equitable Economic Development and Economic Opportunity

- Diversity of jobs on proposed project
- Job retention through corporate expansion
- Growth industry with significant job and contracting opportunities

## **Background**

- Headquartered in Johnson City, Tennessee, NN was founded in 1980 and is publicly traded on NASDAQ. The company is a leading manufacturer of high precision metal and plastic components for medical, aerospace, automotive and industrial end markets. The company operates 40 manufacturing plants in North America and globally.
  - The company plans to consolidate corporate operations into a new headquarters by relocating leadership and organizing three business segments into one centralized location.
  - NN is proposing to lease 50,000 square feet of office space at the new Waverly multi-use development located south of I-485 at the intersection of Providence Road and Ardrey Kell Road. The location is outside of the City's Business Investment Zone and the County's Opportunity Area.

## **Business Investment Grant**

- Request meets the City Council approved criteria for a five-year, 50 percent headquarters grant.
- The general terms and conditions of this grant include:
  - The company will be asked to coordinate job fairs and recruitment events for both temporary and permanent jobs with the City and County. Community organizations and residents will receive ample notice of these employment activities in addition to training opportunities with City job training and placement partnerships.
  - Actual grant payments are based on the value of the investment as appraised by the Mecklenburg County Tax Office.
  - Property taxes due from NN must be paid before a grant payment is made.
  - If NN removes the investment from Charlotte during the grant term, it shall pay back 100 percent of the investment grant paid to date.
  - If NN moves the investment from Charlotte within five years of the end of the Business Investment Program (BIP) grant term, a portion of the grant must be repaid as follows:
    - Within One Year of the end of the BIP Term - 90 percent of grant payments
    - Within Two Years of the end of the BIP Term - 75 percent of grant payments
    - Within Three Years of the end of the BIP Term - 60 percent of grant payments
    - Within Four Years of the end of the BIP Term - 45 percent of grant payments
    - Within Five Years of the end of the BIP Term - 30 percent of grant payments

## **Fiscal Note**

Funding: Business Investment Grant



# City of Charlotte

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

**Agenda Date:** 9/25/2017

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**Agenda #:** 12. **File #:** 15-6333 **Type:** Policy Item

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## City Manager's Report



**Agenda Date:** 9/25/2017

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**Agenda #:** 13. **File #:** 15-6258 **Type:** Policy Item

---

## **Emergency Solutions Grant Funding Recommendations**

### **Action:**

**Approve the Housing and Neighborhood Development Committee's recommendation of Emergency Solutions Grant Fund allocations totaling \$690,768 to the following agencies:**

- **Supportive Housing Communities, \$118,594**
- **Salvation Army, \$309,012**
- **Men's Shelter of Charlotte, \$263,162**

### **Committee Chair:**

LaWana Mayfield, Housing and Neighborhood Development

### **Staff Resource(s):**

Pamela Wideman, Housing and Neighborhood Services

Warren Wooten, Housing and Neighborhood Services

### **Explanation**

- The approval of the Emergency Solutions Grant (ESG) Fund allocations for temporary shelter to support the City's efforts to end and prevent homelessness.
- On any given night, more than 700 individuals are sleeping in men's and women's homeless shelters.
- On May 8, 2017, City Council adopted the U.S. Department of Housing and Urban Development's (HUD) Annual Action Plan (Plan). The Plan:
  - Identifies the need for affordable, safe, and decent housing and shelter for low-income and moderate-income families,
  - Governs the use of funding for federal housing programs and identifies City housing goals, and
  - Outlines a goal of supporting facilities and programs for the homeless with the ESG funds.
- The ESG program contains five components: Street Outreach, Emergency Shelter, Homeless Prevention, Rapid Re-Housing, and the Homeless Management Information System.
- ESG funds are allocated annually by HUD and must be used to:
  - Engage homeless individuals and families living on the streets,
  - Improve the quality and operation of emergency shelters,
  - Provide essential services to shelter residents,
  - Rapidly re-house homeless individuals and families, and
  - Prevent families and individuals from becoming homeless.

**Housing and Neighborhood Development Committee Discussion**

- On August 23 2017, Housing and Neighborhood Services presented the proposed recommendations to the Housing and Neighborhood Development Committee. The Committee voted unanimously to approve the ESG fund allocations. (Mayfield, Driggs, Ivory and Kinsey voted yes. Ajmera was absent.)

**Fiscal Note**

Funding: HUD Funds

**Attachment(s)**

Housing and Neighborhood Development Committee August 23 Committee Presentation





## Emergency Solution Grant Allocations

Housing & Neighborhood Development Committee  
August 23, 2017

### Emergency Solution Grant Briefing Objectives

- Background
- Request for Proposal Process
- Proposal Evaluation Criteria
- FY2018 Emergency Solution Grant Recommendations
- Next Steps

 Community Letter



## Emergency Solution Grant Background

- ▶ Emergency Solution Grant (ESG) funds are **allocated annually** by the Housing and Urban Development Department
- ▶ Emergency Solution Grant is the **only federal funding available to support emergency shelters**
- ▶ On any given night an average of:
  - ▶ **400 women and children** are staying at the Salvation Army, Center of Hope
  - ▶ **350 men** are staying at the Men's Shelter of Charlotte

 Community Letter



## Emergency Solution Grant Background

Program components:

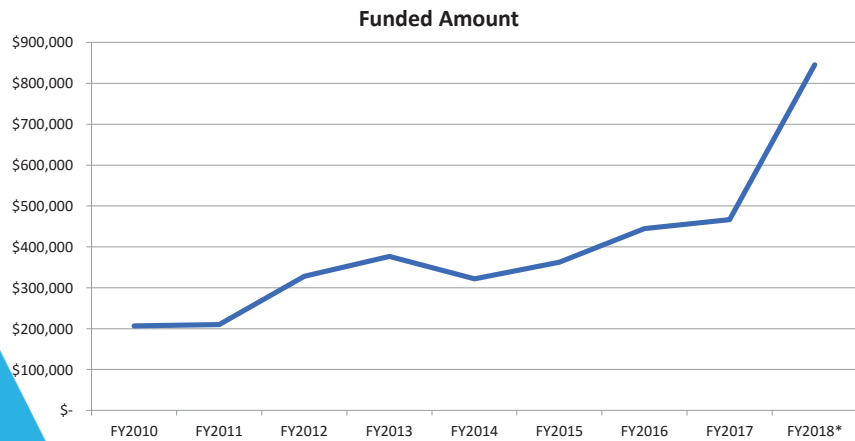
- ▶ **Street Outreach:** Connects unsheltered homeless individuals or families with shelter, housing or services
- ▶ **Emergency Shelter:** Provides funding to operate a shelter and provide essential services (case management, education assistance, life skills, etc.)
- ▶ **Prevention:** Financial assistance and services to prevent an individual or family from becoming homeless
- ▶ **Rapid Re-Housing:** Financial assistance and services to assist an individual or family living in a shelter or in place not meant for human habitation to move quickly in to permanent housing
- ▶ **Data Collection:** Participating in local Homeless Management Information System

 Community Letter





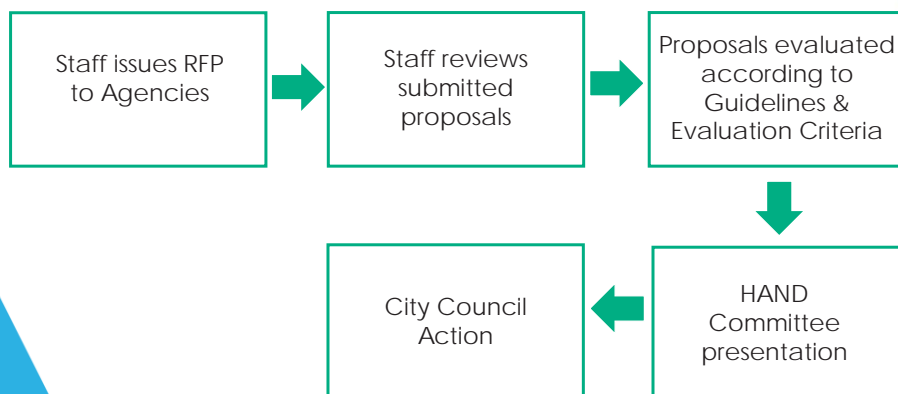
## Emergency Solution Grant Funding FY2010 – FY2018



\*City was awarded one-time supplemental dollars in FY2018

Community Letter

## Request for Proposal Process



Community Letter

## Key Proposal Evaluation Criteria

Service Alignment	Agency Experience	Financial Strength
<ul style="list-style-type: none"> <li>• City Focus Areas</li> <li>• Program Objectives</li> <li>• Housing and Urban Development</li> </ul>	<ul style="list-style-type: none"> <li>• Impact on Community</li> <li>• Capacity</li> </ul>	<ul style="list-style-type: none"> <li>• Agency and Program Budget</li> <li>• Leverage of City Funds</li> </ul>

## Emergency Solution Grant Recommendation Salvation Army, Center of Hope

- › Provide emergency shelter to 2,700 women and children
- › Assist 44 households with Rapid Re-Housing Assistance
- › Assist with Homeless Management Information System data collection
- › **Total request: \$309,012**



**Salvation Army, Center of Hope**  
534 Spratt Street  
District 2

## Emergency Solution Grant Recommendation Men's Shelter of Charlotte

- › Provide emergency shelter to 750 men
- › Assist 45 households with Rapid Re-Housing Assistance
- › Assist with Homeless Management Information Systems data collection
- › **Total Request: \$263,162**



**Men's Shelter of Charlotte**  
1210 North Tryon Street  
District 1

 Community Letter

2017 KCB Beautification Grant (\$2,137)

## Emergency Solution Grant Recommendation Supportive Housing Communities

- › Assist 17 households with Rapid Re-Housing Assistance
- › **Total request: \$118,594**



**Supportive Housing Communities**  
601 E Fifth Street, Suite 255  
District 1

 Community Letter

## Emergency Solution Grant Recommendations

Organization	Funding	ESG Program Component	Target number to be served
Community Link	\$40,000	Prevention	15 Households
Friendship Community Development Corporation	\$8,730	Emergency Shelter; Data Collection	60 Households
Safe Alliance	\$15,000	Emergency Shelter	90 Households
<b>Total</b>	<b>\$63,730</b>		

 Community Letter



## Emergency Solutions Grant Funding per Agency FY2013 – FY2018

Agency	FY14	FY15	FY16	FY17	FY18
Charlotte Family Housing	\$62,816	\$62,816	\$0	\$10,000	\$0
Community Link	\$33,475	\$32,600	\$99,987	\$95,500	\$40,000
Friendship Community Development Corporation	\$8,773	\$8,730	\$8,730	\$8,730	\$8,730
Men's Shelter of Charlotte	\$74,612	\$94,637	\$142,424	\$142,612	\$263,162
Safe Alliance (formerly United Family Services)	\$12,512	\$12,512	\$12,512	\$12,512	\$15,000
Salvation Army	\$78,012	\$99,474	\$110,825.00	\$129,439	\$309,012
Supportive Housing Communities	\$0	\$0	\$67,812	\$67,812	\$118,594

 Community Letter



## Next Steps

On September 25, 2017 City Council will consider approval of FY2018 Emergency Solution Grant Requests



**Agenda Date:** 9/25/2017

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**Agenda #:** 14. **File #:** 15-6318 **Type:** Policy Item

---

## **FY 2018 Housing Funding Support Requests**

### **Action:**

**A. Approve a waiver of the Housing Locational Policy for two multi-family housing developments:**

- **Vibrant Ashley Park Apartments located at the block of 2200 Ashley Road**
- **Movement on Freedom located at 2615 Freedom Drive**

**B. Approve the Housing and Neighborhood Development Committee's recommendation of Housing Trust Fund allocations for the following multi-family developments for a total of \$20,810,000 to:**

- **Grier Heights Seniors, \$3,450,000**
- **Movement on Freedom, \$4,500,000**
- **Old Concord at the Blue Line, \$5,100,000**
- **Vibrant Ashley Park, \$2,160,000**
- **West Tyvola, \$5,600,000**

### **Committee Chair:**

LaWana Mayfield, Housing and Neighborhood Development

### **Staff Resource(s):**

Pamela Wideman, Housing and Neighborhood Services

Zelleka Biermann, Housing and Neighborhood Services

### **Explanation**

- On October 3, 2016, City Council issued a Community Letter stating a goal of creating 5,000 affordable and workforce housing units within three years. City Council has accomplished 44 percent of this goal. Approval of this funding accelerates and supports the Council's commitment to expand the supply of affordable and workforce housing goals with the addition of 769 units.
- The awarding of Housing Trust Fund (HTF) allocations demonstrates local alignment with state supported developments and allows for the leveraging of local dollars with state and federal dollars in order to receive tax credit awards.
- On May 8, 2017, City Council adopted the U.S. Department of Housing and Urban Development's Annual Action Plan (Plan). The Plan:
  - Identifies the need for affordable, safe, and decent housing for low and moderate-income families
  - Reaffirms three basic goals of the City's Housing Policy:
    - Preserve the existing housing stock,

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**Agenda #: 14.File #: 15-6318 Type: Policy Item**

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- Expand the supply of affordable housing, and
- Support family self-sufficiency initiatives.

**City Council Discussion**

- Housing & Neighborhood Services (HNS) staff presented a briefing of the FY 2018 Housing Funding Support Requests recommendations to City Council on August 28, 2017.

**Action A: Waiver of the Housing Locational Policy**

- The Housing Locational Policy was established in the early 1990s to deconcentrate extremely low-income housing. The latest revision to the policy was approved in 2011. Since that time the City's neighborhoods have grown and changed, resulting in the need for an increased supply of affordable housing in areas that currently require a waiver.

**Action B: Approval of HTF Allocations**

- On November 26, 2001, City Council established the HTF to provide financing for affordable housing in the Charlotte community.
- To accelerate production of affordable and workforce housing units, HNS staff issued a second round of Requests for Proposal (RFP) in July 2017.
- As a result of this RFP, five requests were received. These developments would put the City at 60 percent toward its goal of 5,000 units.
- All of the developments meet the submission requirements and are recommended for funding based on zoning and planning guidelines. However, two of the developments require approval of a waiver of the Housing Locational Policy.

**Committee Discussion**

- On August 23, 2017, the proposed FY 2018 Housing Funding Support Requests were presented to the Housing and Neighborhood Development Committee. The Committee voted unanimously to approve allocations for all five developments and the proposed waiver requests (Mayfield, Driggs, Ivory and Kinsey voted yes; Ajmera was absent.).

**Charlotte Business INclusion**

- All HTF funded projects and their developers are subject to Minority, Women and Small Business Enterprise goals determined by the amount of award being financed.

**Fiscal Note**

Funding: General Community Investment Plan

**Attachment(s)**

August 28 Dinner Briefing to the City Council



## Housing Funding Support Requests

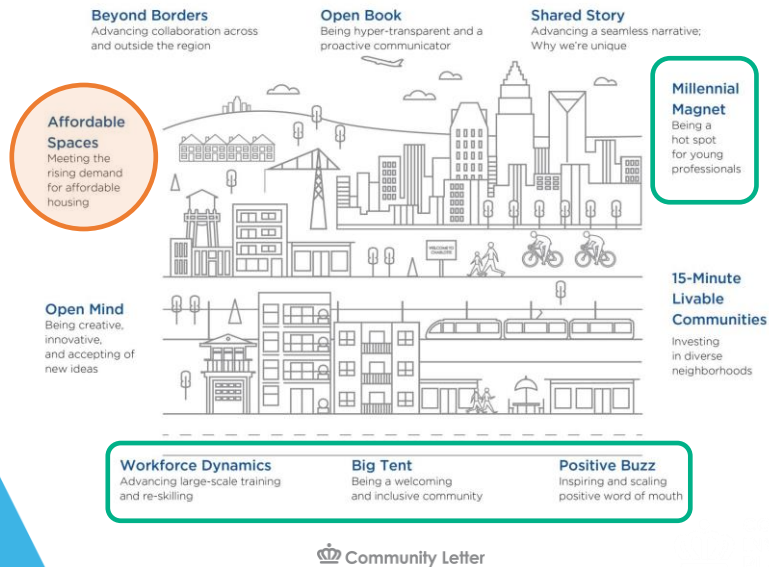
Housing & Neighborhood Development Committee  
August 28, 2017

### Briefing Objectives

- ▶ Winning Cities Traits/Community Letter/Council Priority
- ▶ Progress towards 5,000 units Goal
- ▶ Increase Supply of Affordable Housing Recommendations
- ▶ HTF Background, Process and Evaluation Criteria
- ▶ Key Considerations and Market Conditions
- ▶ FY2018 Funding Requests
- ▶ Next Steps



## Winning City Traits



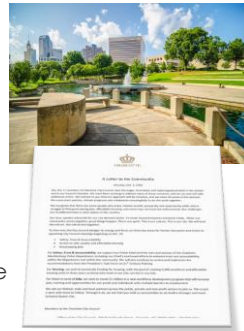
## Community Letter Overview

On October 3, 2016, Charlotte City Council issued a letter to the community outlining goals for policing, housing and jobs to address issues and concerns expressed following the Charlotte demonstrations.

This Community Letter is about **everyone working together** – across all communities – to make Charlotte the best city for all.

For City Council, that means four things in particular:

1. Trust in community policing
2. **Quality, affordable housing**
3. Good jobs and the skills to get them
4. Other opportunities: the community letter is just the beginning



Community Letter

## Who Needs Affordable Housing



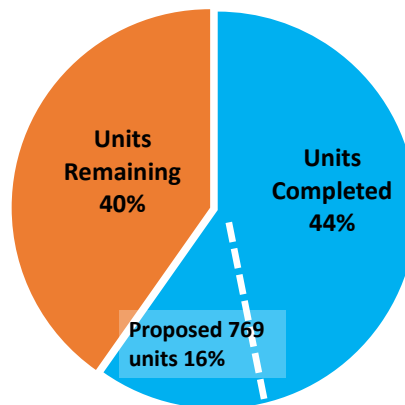
Median wages for forecasted high-growth occupations in Charlotte, 2010-2020.

Source: NC Department of Commerce, prepared for the Charlotte-Mecklenburg Workforce Board

 Community Letter

## Progress Towards 5,000 units Goal

► Accomplishments: January 1, 2016 – August 15, 2017



 Community Letter

6

## Increasing Workforce and Affordable Housing

Recommendations from the Urban Land Institute Terwilliger Study and The Opportunity Task Force Report for increasing the supply of affordable and workforce housing:

- Bring new public and private resources to creating supply (Financial):
  - Expand and enhance the flexibility of the Housing Trust Fund
  - **Unlock the potential of the 4 percent Low Income Housing Tax Credit**
  - Capitalize a new Charlotte Housing Opportunity Investment Fund

 Community Letter

COMMUNITY LETTER  
CITY OF CHARLOTTE  
OFFICE OF COMMUNITY DEVELOPMENT

## Housing Funding Requests



### 4% TAX CREDIT Housing Developments Funding Requests



 Community Letter

COMMUNITY LETTER  
CITY OF CHARLOTTE  
OFFICE OF COMMUNITY DEVELOPMENT

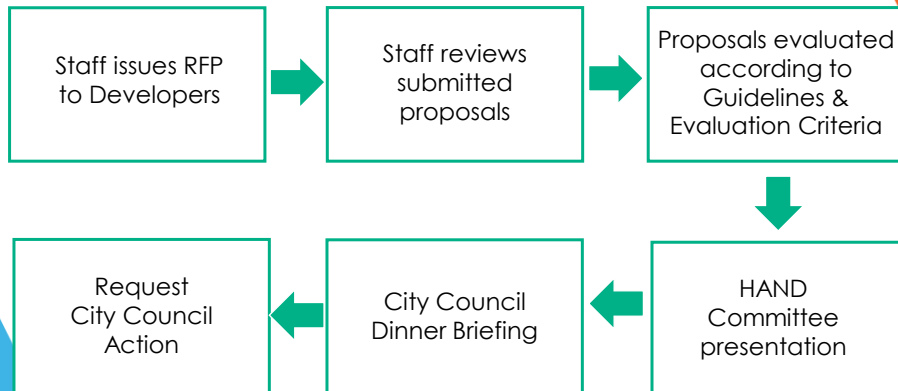
## Housing Trust Fund

- **Established in 2001 to provide gap financing to affordable housing developers** through a competitive Request for Proposal process.
- **To date:**
  - Financed 6,028 affordable housing units
  - Completed 5,010 housing units
  - Total Development - \$587 million
  - Funds Committed/Spent - \$102 million
  - Leverage Ratio - 1:6
- **Development must :**
  - Meet the current Housing Locational Policy or request a waiver.
  - Convene at least one neighborhood meeting to address proposed development.
- Housing & Neighborhood Services **accelerated RFP process for developers twice a year** in response to recommendations and community letter.

 Community Letter

 Community Letter

## Request for Proposal Process



 Community Letter

 Community Letter

## Evaluation Criteria

### I. City Policies:

- Number of years affordable
- Neighborhood Displacement & Revitalization

### Market Study Review:

- Proposed Site
- Impact in the community
- Demand and Capture Rate

### II. Development Strength:

- Number of Affordable Units
- Income: \*80% or less Area Median Income (\$56,560)

### III. Developer Experience:

- Developer Track Record
- Property Management

### IV. Financial Strength:

- Leverage of City Funds
- City Investment per Unit

 Community Letter

City of San Jose  
Office of the City Attorney  
100 California Street, Suite 2900  
San Jose, CA 95133  
(408) 287-2000

## Market Conditions

- **Equity Market** – Anticipated Tax Reform will negatively affect equity rates creating larger gaps in financing.
- **Construction Costs** - Continue to trend upwards requiring additional soft funds.
- **Market Study** - Supports local need for proposed developments.

<b>Vacancy Rate</b>	0.0%
<b>Occupancy Rate</b>	100.0%
<b>*Capture Rate</b>	1.2% - 8.2%
<b>Absorption Rate</b>	3 - 11 months
<b>Waiting Lists</b>	4 - 24 months

#### **\*Capture Rate**

Below 30% - Acceptable

Under 20% - Ideal

City of San Jose  
Office of the City Attorney  
100 California Street, Suite 2900  
San Jose, CA 95133  
(408) 287-2000

## FY2018 Proposals

- **Five developments applied for funding.**
- **Awards will be announced in January 2018.**
- Approval of proposed developments **will add a total of 769 units** towards housing goal.
- **Each supported development is expected to receive a tax credit allocation** from the North Carolina Housing Finance Agency (NCHFA).



 Community Letter

## FY2018 Housing Trust Fund Proposals

- After NCHFA award, in 2018 **City Council will be requested to adopt a resolution** authorizing The Charlotte Housing Authority or another entity to issue multi-family housing revenue bonds as part of the financing requirement.

Milestone	Dates
Preliminary Application	Jul. 2017
Final Application	Oct. 2017
Credit Award	Jan. 2018
<b>Close Financing</b>	<b>Sept. - Dec. 2018</b>
Begin Construction	Jan. 2019
Substantial Completion	Jan.-Mar. 2020



 Community Letter

## FY2018 Housing Trust Fund Proposals

<b>Developments</b>	<b>Leverage</b>	<b>Target</b>	<b>Units</b>	<b>Funding</b>
	<b>Ratio</b>	<b>Population</b>		<b>Request</b>
1 Grier Heights Seniors	1:3	Elderly	72	\$3,450,000
2 Movement on Freedom	1:7	Family	185	\$4,500,000
3 Old Concord at Blue Line	1:6	Family	204	\$5,100,000
4 Vibrant Ashley Park	1:7	Family & Elderly	108	\$2,160,000
5 West Tyvola	1:6	Family & Elderly	<u>200</u>	<u>\$5,600,000</u>
<b>Total</b>			<b>769</b>	<b>\$20,810,000</b>
Remaining Balance				\$1,468,000
Per Unit/Funding Request				\$27,061

 Community Letter

COMMUNITY LETTER  
CITY OF CHARLOTTE

## Multi-Family Rental Development Recommendation



**Grier Heights Seniors**  
2931 Marney Ave.  
Laurel Street Residential

<b>Number of Units</b>	<b>72</b>
HTF Request	\$3,450,000
Total Cost	\$9,918,443
Affordability Period	40 Years
Leverage Ratio	1:3

<b>AMI</b>	<b># Units</b>
< 30%	0
31-50%	19
51-60%	53
61-80%	0
> 80%	0
<b>Total Units</b>	<b>72</b>

 Community Letter

COMMUNITY LETTER  
CITY OF CHARLOTTE

## Multi-Family Rental Development Recommendation



TYPICAL BUILDING ELEVATION

**Movement on Freedom**  
2615 Freedom Drive  
The Housing Partnership

Number of Units	185
HTF Request	\$4,500,000
Total Cost	\$29,991,522
Affordability Period	30 Years
Leverage Ratio	1:7

AMI	# Units
< 30%	19
31-50%	19
51-60%	72
61-80%	19
> 80%	56
<b>Total Units</b>	<b>185</b>

Community Letter

## Multi-Family Rental Development Recommendation



*Old Concord Apartments at the Blue Line*

**Old Concord at The Blue Old Line**  
5625/5635 N. Tryon  
The NRP Group, LLC

Number of Units	204
HTF Request	\$5,100,000
Total Cost	\$31,250,685
Affordability Period	30 Years
Leverage Ratio	1:6

AMI	# Units
< 30%	0
31-50%	0
51-60%	204
61-80%	0
> 80%	0
<b>Total Units</b>	<b>204</b>

Community Letter



## Multi-Family Rental Development Recommendation



**Vibrant Ashley Park Seniors & Family**  
2200 Ashley Road  
CAPROCK, LLC

Number of Units	108
HTF Request	\$2,160,000
Total Cost	\$14,305,038
Affordability Period	30 Years
Leverage Ratio	1:7

AMI	# Units
< 30%	0
31-50%	0
51-60%	108
61-80%	0
> 80%	0
<b>Total Units</b>	<b>108</b>

 Community Letter

## Multi-Family Rental Development Recommendation



**West Tyvola**  
2349 West Tyvola Rd.  
Laurel Street Residential

Number of Units	200
HTF Request	\$5,600,000
Total Cost	\$31,063,790
Affordability Period	15-30 Years
Leverage Ratio	1:6

AMI	# Units
< 30%	0
31-50%	0
51-60%	80
61-80%	61
> 80%	59
<b>Total Units</b>	<b>200</b>

 Community Letter

# Multi-Family Rental Development Recommendation

## AMI Summary

AMI	# Units	%
< 30%	19	3%
31-50%	38	5%
51-60%	517	67%
61-80%	80	10%
> 80%	115	15%
<b>Total Units</b>	<b>769</b>	<b>100%</b>

 Community Letter

COMMUNITY LETTER  
 COMMUNITY LETTER  
 COMMUNITY LETTER

## Affordable Housing Examples



The McNeel



Cherry Garden Senior Apartments



The Park at Oaklawn



Renaissance West

## Affordable Housing Examples



Renaissance West

## Next Steps

- City Council will consider approval of FY2018 Housing Trust Fund Requests on September 25, 2017.



**Agenda Date:** 9/25/2017

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**Agenda #: 15.File #: 15-5955 Type:** Policy Item

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## Urban Forest Master Plan

### **Action:**

**Approve the Environment Committee recommendation to adopt the Urban Forest Master Plan.**

### **Committee Chair:**

Patsy Kinsey, Environment Committee

### **Staff Resource(s):**

Mike Davis, Engineering and Property Management  
Erin Oliverio, Engineering and Property Management  
Tim Porter, Engineering and Property Management

### **Current Policy**

- On June 27, 2011, City Council adopted a "50 percent by 2050" policy to increase tree coverage across the city.
- City Council's Environment Focus Area Plan includes the objective to maintain and protect the City's urban forest.

### **Proposed Plan**

- In 2016, the City of Charlotte and TreesCharlotte worked to identify the greatest challenges facing Charlotte's urban forest and how to reach the City's 50 percent tree canopy goal.
- On April 11, 2016 City Council received a dinner briefing presentation on the Urban Forest Master Plan (UFMP) expected timeline, contracting with a consultant, and details on involving citizens in the planning process.
- The UFMP development involved more than 40 organizations, nearly 3,000 citizens, urban forestry expertise, and national perspective provided by Davey Resource Group.
- The UFMP will serve as guidance for the engagement and action of community leaders, government, residents, and organizations in growing and sustaining our urban forest.
- City staff will follow the UFMP's 10-year achievement timeline with tasks prioritized to work with the community towards the 50 percent tree canopy goal.
- With more than 80 percent of Charlotte's canopy on private property, staff is working closely with residents and stakeholders to form a community canopy team, have a canopy coverage assessment completed, and increase community engagement.
- The UFMP and community involvement will inform policy and budget discussions for 2019 and beyond.

### **Committee Discussion**

- Environment Committee received presentations on the UFMP on March 14 and December 5, 2016,

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**Agenda #:** 15.**File #:** 15-5955 **Type:** Policy Item

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and April 3, 2017.

- On June 5, 2017, the Environment Committee voted unanimously (Kinsey, Ajmera, Fallon, Austin; Mitchell was not present) to recommend the adoption of the UFMP.

**Attachment(s)**

Urban Forest Master Plan Executive Summary

# CHARLOTTE URBAN FOREST MASTER PLAN

2017

***PRESERVING AND ENHANCING CHARLOTTE'S URBAN FOREST***

## COMMUNITY INVOLVEMENT

Public Survey Respondents:	2,846
Stakeholder Meetings:	4
Number of Stakeholder Groups Participating:	30
Community Meetings:	3
Community Meeting Participants:	25

The City of Charlotte and TreesCharlotte, in partnership with the community, completed an urban forest master plan in 2017. This plan is a guide to maintain, protect and enhance Charlotte's already extensive tree canopy cover. This vital city asset requires proactive care and protection, especially with the city's high rates of growth and development.

The forest needs constant care and replenishment. The plan was developed with input from nearly 3,000 Charlotte residents, along with expert analysis from Davey Tree Service. The following summary provides an overview of study findings, action steps, and how you can help Charlotte become a more vibrant community by caring for its urban forest.

**THIS DOCUMENT IS ONLY A SUMMARY OF THE MASTER PLAN.  
TO ACCESS THE FULL PLAN, VISIT: [WWW.TREESCHARLOTTE.ORG](http://WWW.TREESCHARLOTTE.ORG)**



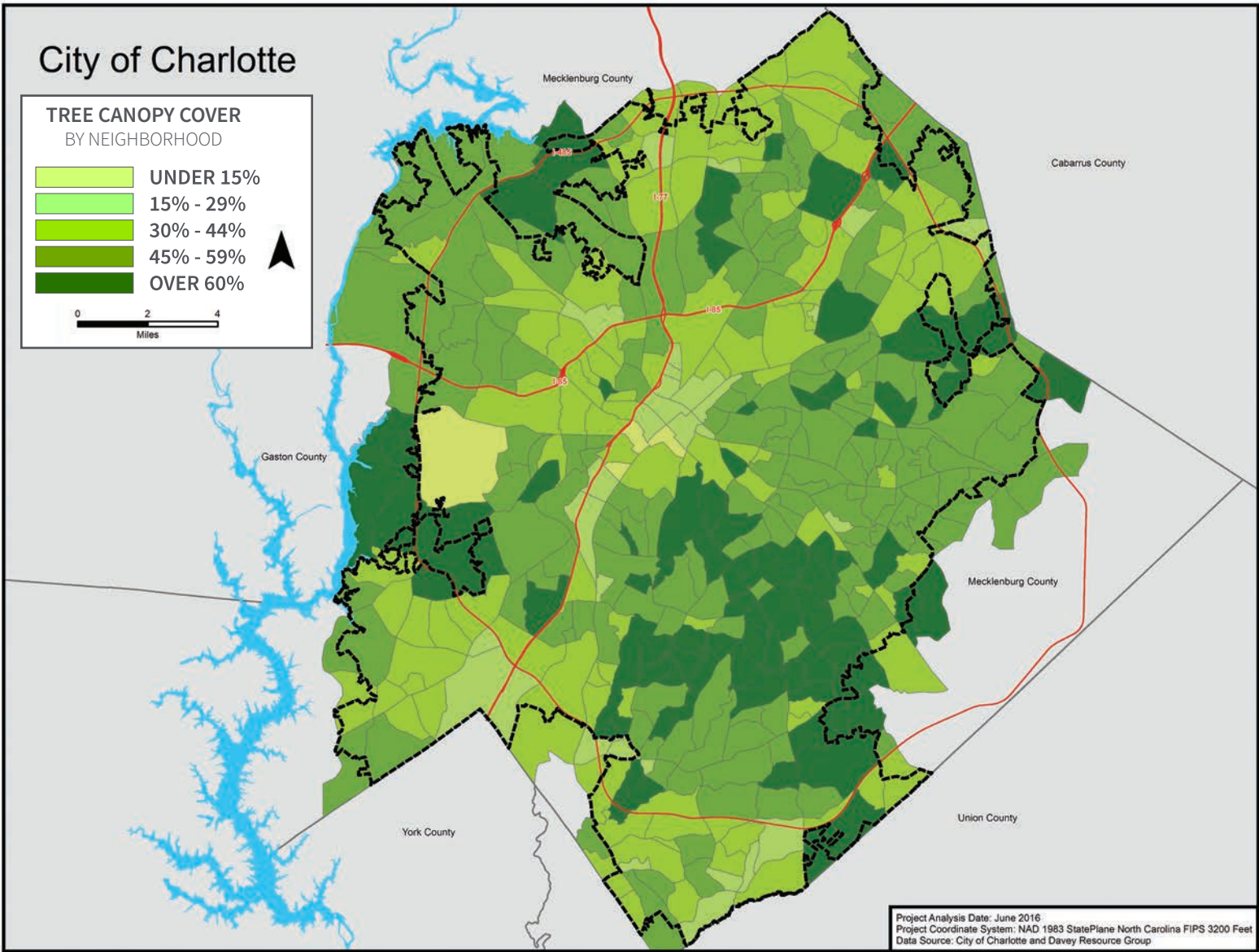
CHARLOTTE HAS ONE OF THE

BEST URBAN FORESTRY

PROGRAMS IN THE COUNTRY

Charlotte, North Carolina, is proud to be known for its vibrant urban tree canopy. When viewed from above, tree canopy covers 47% of the city, which makes Charlotte one of the top cities in the U.S. for tree canopy coverage.

In addition to the aesthetic benefits Charlotte’s trees provide, the city receives over \$335 million in real benefits and services from these trees every year.



Why trees?

- Trees provide effective and low-cost solutions to many urban challenges.** Urban trees have proven to benefit multiple city management areas, including planning, economic development, public health, and sanitation.
- Trees are a smart investment.** Cities see a strong return on investment from every public dollar spent on trees and tree care. A recent five-city study found that cities accrued benefits ranging from \$1.50–\$3.00 for every \$1.00 invested in trees (U.S. Environmental Protection Agency 2015).
- Trees increase in value over time.** Unlike man-made systems, trees are the only urban infrastructure that actually increase in services and value over time. As trees mature, the benefits they provide increase exponentially. Traditional city infrastructure such as roads and bridges deteriorate with age.

BENEFIT	QUANTITY	UNIT	ANNUAL VALUE
ENERGY: Savings from Avoided Cooling	112	kWhs	\$15.4M
PROPERTY: Increases in Property Values	-	\$	\$286.5M
AIR: Carbon Monoxide (CO) Removed	135,000	lbs.	\$90,000
AIR: Nitrogen Dioxide (NO2) Removed	681,000	lbs.	\$116,000
AIR: Ozone (O3) Removed	4.4M	lbs.	\$3M
AIR: Sulfur Dioxide (SO2) Removed	145,000	lbs.	\$10,000
AIR: Dust, Soot, Other Particles Removed (Particulate Matter, PM10)	5.3M	lbs.	\$3.7M
RAIN: Rainfall Intercepted	1.2B	gallons	\$10M
Carbon Sequestered	470,000	tons	\$17M
Potential Total Annual Benefits			\$335M+
Carbon Storage Over Canopy's Lifetime	11.6M	tons	\$419M
(not an annual benefit)			
Total Benefits Overall			\$754M+

CHARLOTTE’S TREES PROVIDE THE CITY

SIGNIFICANT

REAL BENEFITS AND SERVICES ANNUALLY

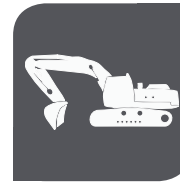
# Charlotte's Tree Canopy is at Risk

Community-wide, more robust action is required to meet the city's 50% canopy by 2050 goal. The most pressing challenges facing Charlotte's tree canopy include:



## AGING CANOPY

Thousands of trees in Charlotte were planted around the same time period (1895-1920). Today, many of these trees (including most of the iconic large oaks) are reaching the end of their lifespan – all at once. As these trees age out, extreme changes in canopy cover will occur in some neighborhoods.



## CANOPY LOSS TO DEVELOPMENT

Charlotte was recently named by Forbes Magazine as one of the fastest-growing cities in the country. This accelerated growth equates to a large amount of land clear-cut as homes, office buildings, and streets are built. A tree protection policy is in place and trees are being replanted; however, replanting won't counteract these losses.



## LACK OF NEIGHBORHOOD ORGANIZATION FOR CITIZEN ENGAGEMENT

During the planning process, public meetings were held to get citizen input on Charlotte's canopy. One universal comment was that many want to work on their neighborhood's tree canopy, but aren't aware of a way to do so. There's no active organization at the neighborhood level to allow for more long-term local involvement (other than one-time tree planting events with TreesCharlotte).



## LOW-INCOME AREAS WITH MATURE TREES

Unlike many cities across the country, Charlotte is unique in that tree canopy coverages do not correlate with average household income levels. This means that many lower-income areas host a large number of mature trees on both public and private land. Properly caring for large, mature trees is a significant financial burden for many.



## REACTIVE TREE CARE

City budgets are stretched thin and ongoing care and maintenance of 180,000 street trees is challenging to fund and manage. At the current budget, the city touches only a fraction of the public trees in Charlotte each year, spending the majority of time and resources reacting by responding to service calls, storm damage, etc. Proactive care would lessen susceptibility to tree failure and storm damage, and prolong tree lives.



## LACK OF EDUCATION & AWARENESS ON VALUE OF AND CARE FOR TREES

While the general public recognizes that Charlotte's trees are a unique city asset aesthetically, decisions on land management (both public and private) often don't reflect this value system. There is an overall lack of awareness of the benefits trees provide, their importance to the community and ways to manage landscapes and care for trees to optimize the urban forest.



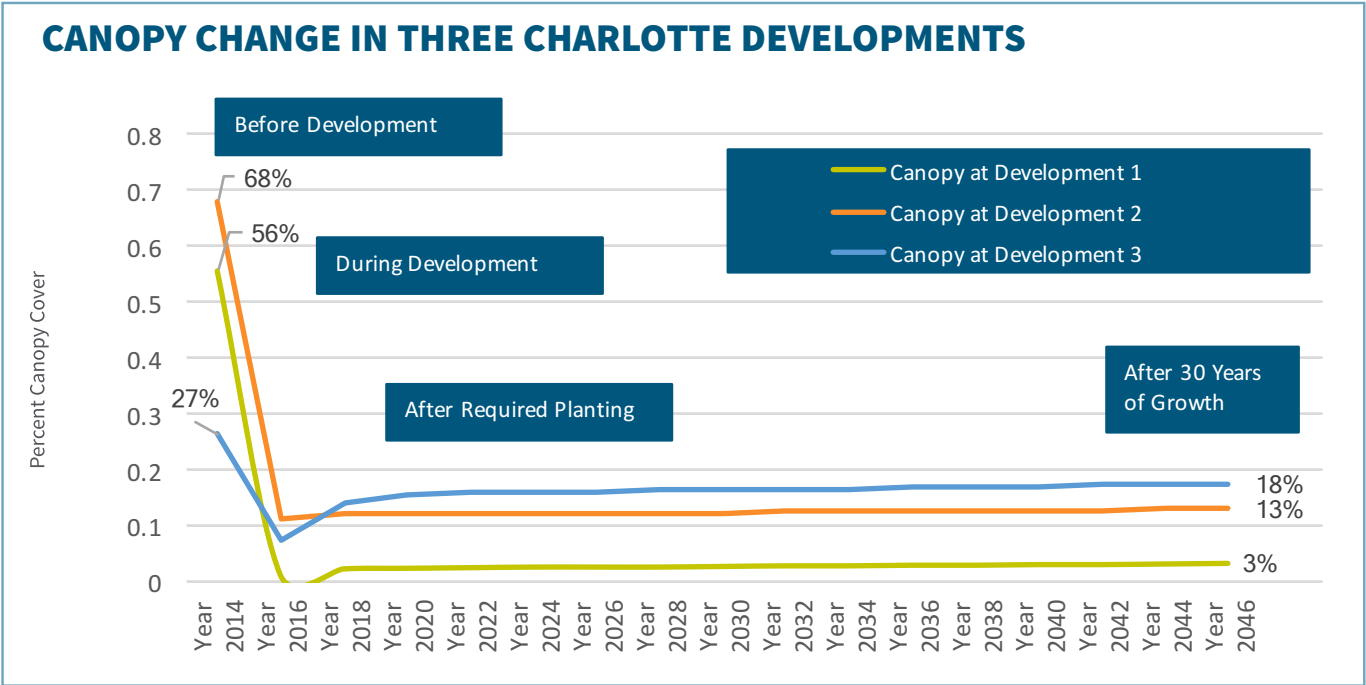
# Is the 50% canopy by the year 2050 goal attainable?

The weight of evidence suggests we are not on a path to meet the goal. In all three models completed for Charlotte’s plan, an overall net loss of canopy was predicted. These models lead us to believe that not only will we not meet our goal, but current canopy levels will not be maintained. Three analyses were undertaken to start to understand Charlotte’s future canopy:

Aging Canopy Analysis			
Myers Park	Year 2016	Year 2050	Rate of Change
Number of Street Trees	6,260	2,676	-57%
Canopy of Street Trees (acres)	85	47	-45%
Value Pollution Benefits (\$)	\$5,890	\$4,081	-31%
Carbon Absorbed Annually (tons)	81	51	-37%
40 Trees Planted Annually (current rate)   21% of street trees are considered mature (over 24” DBH)			
Grier Heights	Year 2016	Year 2050	Rate of Change
Number of Street Trees	751	271	-64%
Canopy of Street Trees (acres)	9	6	-33%
Value Pollution Benefits (\$)	\$788	\$478	-39%
Carbon Absorbed Annually (tons)	7	5	-29%
1 Tree Planted Annually (current rate)   14% of street trees are considered mature (over 24” DBH)			

## IMPACT OF AGING CANOPY

The first model looked at two older neighborhoods in Charlotte that have large numbers of older street trees. The natural life cycle of the existing street trees over the next 30 years was forecasted. In 30 years, these neighborhoods could see a loss of an estimated 60% of their oldest street trees due to natural aging out of the street tree population.



## IMPACT OF DEVELOPMENT

The third model examines tree cover on three recent development sites before and during development to track the changes in canopy. On each site, there was between 10% to 55% canopy loss. The average canopy loss for the three sites is about 40%.

Future Land Use and Canopy Cover						
LAND USE CLASS	YEAR 2012			CANOPY BASED ON FUTURE LAND USE		
	Total Acres a	Canopy Acres b	Canopy Cover c	Total Acres d	Canopy Acres e = c x d	Canopy Cover f = e / d
Agriculture	2,442	496	20.0%	0	0	0.0%
Industrial	7,962	1,661	21.0%	16,267	3,393	21.0%
Institutional	12,325	4,580	37.0%	10,409	3,868	37.0%
Mixed Use*	1,427	294	21.0%	19,266	2,619	13.6%
Multi-Family	11,391	4,103	36.0%	8,721	3,141	36.0%
Office/Research	4,714	1,482	31.0%	4,730	1,488	31.0%
Park/Open Space	18,900	10,671	56.0%	15,867	8,958	56.0%
Parking	256	42	16.0%	7	1	16.0%
Residential**	75,301	41,128	55.0%	89,661	44,000	49.1%
Retail	6,945	1,181	17.0%	3,814	648	17.0%
Utility	2,312	1,041	45.0%	538	242	45.0%
Warehouse	7,284	1,496	21.0%	1,000	205	21.0%
Water	1,137	26	2.0%	123	3	2.0%
Vacant	27,340	15,836	58.0%	0	0	0.0%
All Other Land Use <i>(transportation, right of way, unknown)</i>	16,783	7,577	45.0%	26,117	11,791	45.0%
TOTAL	196,519	91,613	47.0%	196,519	85,357	40.9%

## ESTIMATING OVERALL CANOPY BY FUTURE LAND USE

The second model used the city’s future land use map and applied the average canopy cover of each land use today to forecast potential future canopy. If the future land use map is realized in full, overall canopy coverage could be as low as 41%.

No matter which analysis is chosen, each shows a significant loss of tree canopy in coming years. Loss of canopy will have huge impacts on the benefits trees provide to residents, contributing to serious public health issues, poor air and water quality, and declining communities.

# The Way Forward: Prioritizing Initial Goals



## 1. ORGANIZATION

The first priority of implementation is to create a comprehensive organization structure through the Canopy Team and adjust the roles of the City and TreesCharlotte.



## 2. ASSESSMENT

The second priority is to complete a new canopy assessment to allow for further study of development and aging-tree impacts. An update and completion of the street tree inventory is also needed.



## 3. MANAGEMENT PLAN

Simultaneous with the assessment process, the City will develop and implement a proactive management plan for street tree care and replacement.



## 4. ENGAGEMENT

Broad and meaningful engagements of residents across Charlotte in tree plantings, tree care and advocacy is critical to the future of the urban forest and meeting the 50% goal.



## HOW CAN YOU GET INVOLVED?

If you are interested in joining the team to help preserve the tree canopy in Charlotte, we want to hear from you. There are a number of ways to get involved, and we will be working to add more options soon.

- **Help Plant Trees**  
TreesCharlotte hosts tree planting events from October to April
- **Get Involved in Your Neighborhood**
- **Donate or Sponsor a TreesCharlotte Program**
- **Become a TreesCharlotte TreeMaster**
- **Help Care for New Trees**  
Sign up as a stewardship volunteer or join a group to care for newly planted trees.
- **Plant and Care for Trees in Your Yard**
- **Attend Arbor Week or Other Environmental Education Events in Charlotte**
- **Consult a Certified Arborist for Tree Care on Your Property**

# Where to Start: Take Action

Twelve action steps are recommended under three general tasks.

## TASK ONE: ASSEMBLE A TEAM



### 1. CANOPY TEAM FORMATION

The Canopy Team will maintain momentum, establish a unified voice, address issues at large scale, and make fundraising more effective.



### 2. EXPAND PARTNERSHIP BETWEEN TREESCHARLOTTE AND THE CITY OF CHARLOTTE

TreesCharlotte is well suited to scale-up tree planting, young tree care and neighborhood engagement with increased funding. A more potent TC will free up city resources for more technical needs.



### 3. ENGAGE THE NEIGHBORHOODS

Real progress happens at the local level. To achieve this, Charlotte needs to define neighborhood/working areas, identify local champions, provide access to data, set local goals and support neighborhood groups.



### 4. COMPLETE AND UPDATE THE TREE CANOPY ASSESSMENT

Re-measure tree canopy cover in 2017. Industry standards call for updates every five years, which is especially important in a city that is experiencing rapid growth.



### 5. INITIATE A CITYWIDE IDENTITY CAMPAIGN

Charlotte needs to celebrate its canopy – not just emphasize the challenges it faces. Tree canopy should be tied to quality of life in city branding and marketing.



### 6. CONNECT EXPERTISE AND RESOURCES WHERE MOST NEEDED

The City can do this by creating a community urban forester position and creating a program to provide financial resources for tree care on private land.



### 7. EXPLORE CORPORATE PARTNERSHIP OPPORTUNITIES

Corporations have goals that align with the work to preserve tree canopy. Companies working to attract or relocate professional talent understand that quality of life is an important recruiting factor.



### 8. ASSESS POLICY IMPLICATIONS

Charlotte is ahead of many cities by having a tree protection ordinance. However, many feel this ordinance should be stricter with higher preservation requirements to prevent loss of canopy.



### 9. REFINE AND IMPROVE COMMUNICATION AND EDUCATION

More frequent and effective communication about urban forestry is needed between the City, TreesCharlotte and citizens. Work to limit messaging to a few key topics and improve how these topics are communicated.



### 10. COMPLETE AND UPDATE TREE INVENTORY DATA

A comprehensive inventory of public trees (on streets and in parks) is the foundation for both public safety and effective management.



### 11. FORMALIZE A MANAGEMENT PLAN FOR PUBLIC TREES

Management plans are needed to assist in the day-to-day implementation and to project adequate funding needs. The lack of a formal management plan limits proactive tree care and budgeting.



### 12. REFINE THE TREE PLANTING STRATEGY

The City and TreesCharlotte need to work on equitable distribution, prioritizing areas of predicted future canopy loss and benefits-based plantings, creating a methodical planting schedule, increasing species diversity, and identifying planting partners.



# The Vision

Charlotte's Urban Forest Master Plan provides the blueprint for the engagement and purposeful action of community leaders, residents and organizations in sustaining our tree canopy.

By 2050, and for generations after, 50% of Charlotte will be covered by a resilient, diverse, robust urban forest supported by broad-based community partnerships and informed residents. The entire Charlotte community will recognize our urban forest as a treasured natural resource and be active, enthusiastic participants in its preservation.



## TASK THREE: MEASURING PROGRESS

Davey recommends meeting annually to gauge short term progress, and evaluating the overall plan implementation progress every five years. These benchmarks should be agreed upon at the outset by the Canopy Team.

### EXAMPLES OF SHORT-TERM GOALS INCLUDE:

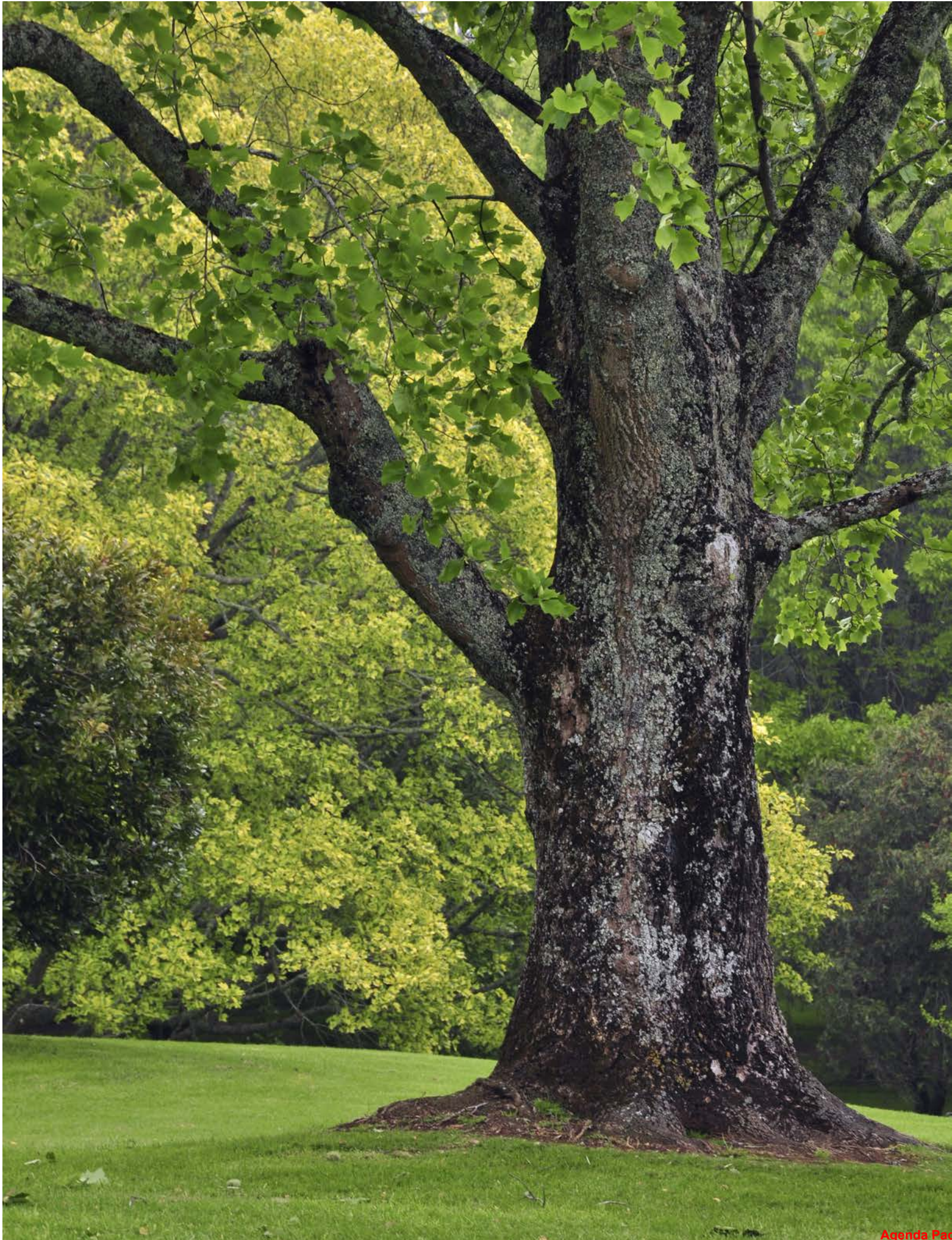
- ☑ City-Wide Canopy Coverage Percentage
- ☑ Equitable Distribution of Benefits
- ☑ Rate of Change in Canopy
- ☑ The Number of Neighborhoods that Have Reached 50% Canopy Cover

For assessing long-term progress, it is recommended that Charlotte assess its programs utilizing the matrix of the 26 indicators of a sustainable urban forest used during the plan's original development.

A five-year implementation plan has been created (found on [www.TreesCharlotte.org](http://www.TreesCharlotte.org)). All tasks within the 12 action steps have been prioritized and placed in a general time line, including suggested partner involvement.







# About the Plan

**Plan Participants:** City of Charlotte, TreesCharlotte, Davey Resource Group.

**Stakeholder meetings:**

- |  |   |
|--|---|
| Bartlett Tree Research Lab                           | Dilworth Community Association                    |
| Trees, Bees & All of These                           | Mecklenburg County Park & Recreation              |
| Catawba Lands Conservancy                            | Central Piedmont Community College (CPCC)         |
| Centralina Council of Governments                    | Duke Energy                                       |
| Charlotte Center City Partners                       | ECM Solutions                                     |
| Charlotte Chamber of Commerce                        | Heartwood Tree Service                            |
| Charlotte-Mecklenburg Schools (CMS)                  | Home Builders Association of Greater Charlotte    |
| Charlotte-Mecklenburg Storm Water Services           | LandDesign  |
| Charlotte Water                                      | Myers Park Homeowners Association                 |
| City of Charlotte Neighborhood & Business Services   | Mecklenburg County Air Quality                    |
| City of Charlotte Planning                           | Piedmont Natural Gas                              |
| City of Charlotte Solid Waste Services               | Real Estate & Building Industry Coalition (REBIC) |
| City of Charlotte Department of Transportation       | Self Help   |
| Charlotte Tree Advisory Commission                   | TreesCharlotte                                    |
| City of Charlotte Engineering / Landscape Management | UNC Charlotte Urban Institute                     |

**References:**

Clark, JR et. al. 1997. A Model of Urban Forest Sustainability. Journal of Arboriculture 23(1): 17-30.

Coder, R.D. 1996. "Identified Benefits of Community Trees and Forests." University of Georgia Cooperative Extension Service, Forest Resources Publication FOR96-39.

EPA U.S. Environmental Protection Agency. 2015. Heat Island Effect: Trees and Vegetation. <http://www.epa.gov/heatislands/mitigation/trees.htm>. Accessed May 30, 2015

National Tree Benefits Calculator. 2015. <http://www.treebenefits.com/calculator> Accessed December 2015.







**Agenda Date: 9/25/2017**

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**Agenda #: 16.File #: 15-6264 Type: Business Item**

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## **CAMP North End Infrastructure Reimbursement**

### **Action:**

**Authorize the City Manager to negotiate and execute an Infrastructure Reimbursement Agreement in an amount not to exceed \$15 million for public infrastructure improvements, consistent with the terms set forth below, which will be reimbursed through the 2016 Community Investment Plan.**

### **Committee Chair:**

James Mitchell, Economic Development

### **Staff Resource(s):**

Patrick Mumford, Economic Development

Todd DeLong, Economic Development

Mike Davis, Engineering and Property Management

Jim Keenan, Engineering and Property Management

### **Explanation**

- Identified in the Center City 2020 Vision Plan and targeted for economic growth, the Applied Innovation Corridor (AIC) begins in South End, extending through Uptown and North End and ultimately linking to UNC Charlotte's main campus.
- The AIC is an area identified within the Community Investment Plan (CIP) to fulfill the emphasis on investing in corridors and promoting job growth through infrastructure investment.
- Total funding of \$28.9 million for the AIC was included in the \$816.4 million CIP approved by City Council on June 10, 2013.
  - \$12.5 million and \$2.7 million of the total \$28.9 million were approved by voters as part of the November 2014 and November 2016 Bond Referendums.
  - The remaining \$13.7 million in project funding is scheduled for the 2018 Bond Referendum.
- ATCO purchased the approximate 75-acre site now known as CAMP North End, which is located in the AIC and includes 1.2 million square-feet of vacant industrial buildings.
- On September 18, 2017, City Council approved the rezoning of the site, which could include up to 760,000 square-feet of office space, 65,000 square-feet of retail space and 600 residential units over the next 10 years. Of the 600 residential units, 42 will be reserved for households earning less than 80 percent of the area median income.
- The total estimated private investment over the next 10 years equals approximately \$350 million, generating approximately \$1.7 million in annual City property tax revenue.

### **Infrastructure Reimbursement Agreement**

- ATCO has requested the City partner with them on a series of public infrastructure improvements.
- These improvements focus on key road corridors at the perimeter of the redevelopment site and will provide greater connectivity and accessibility for the site and surrounding neighborhoods. More specifically, the public improvements to be reimbursed under the

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**Agenda #: 16.File #: 15-6264 Type: Business Item**

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terms of the agreement include:

- Streetscape improvements to Graham Street, Statesville Avenue and Woodward Avenue
- Extension of Sylvania Avenue to establish an east-west connection between Statesville Avenue and Graham Street
- Under the terms of the agreement, the developer would build the public improvements and be reimbursed upon completion of specific milestones through the CIP. The reimbursement to the developer will be funded through the 2016 CIP and would not exceed \$15 million.
- The developer has agreed to work with the City to incorporate a Minority, Women and Small Business Enterprise (MWSBE) Plan approved by the City's Business INCLUSION Program, to include:
  - A minimum of 10 percent MWSBE utilization for all public infrastructure improvements under the reimbursement agreement
  - Working with contractors to attain similar levels of MWSBE participation for private infrastructure improvements, subject to availability
- The developer will work with the City to develop a Workforce Development Plan to broaden economic opportunities for residents.
  - The developer will require general contractors performing infrastructure work to participate in Project P.I.E.C.E (Partnership for Inclusive Employment and Career Excellence) hiring, subject to availability, and continue on-going dialogue with nearby business and resident leaders to stimulate opportunities to expand economic mobility. This would include but not be limited to participation in the program's outreach sessions in the adjacent communities.
- This public-private partnership opportunity was presented to the Economic Development Committee on June 7, 2017 and August 17, 2017.
- The CAMP North End redevelopment and proposed public-private partnership was presented during the City Council Dinner Briefing on September 11, 2017.

### **Council Committee Discussion**

- On August 17, 2017, the Economic Development Committee voted (Mitchell, Ivory, Mayfield and Ajmera voted yes; Eiselt was absent) to recommend to the City Council approval of the Infrastructure Reimbursement Agreement in an amount not to exceed \$15 million for public infrastructure improvements.

### **Charlotte Business INCLUSION**

Prior to the City Manager executing the Infrastructure Reimbursement Agreement, the CBI office will negotiate subcontracting goals on all work tied to this agreement (Part G, Section 2.7 of the Charlotte Business INCLUSION Policy).

### **Fiscal Note**

Funding: General Community Investment Plan

### **Attachment(s)**

September 11 City Council Dinner Briefing Presentation





## **Applied Innovation Corridor CIP: Camp North End Infrastructure Reimbursement**

City Council Dinner Briefing  
September 11, 2017



### **Presentation Agenda**

- Purpose and Objectives
- Requested Council Action
- Applied Innovation Corridor CIP
- Camp North End
- Proposed Infrastructure Improvements
- Public Private Partnership Benefits and Terms
- Next Steps

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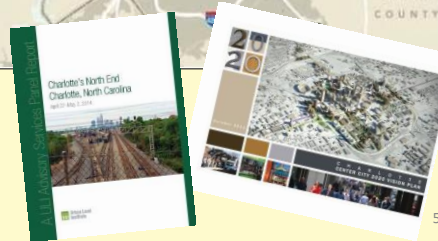
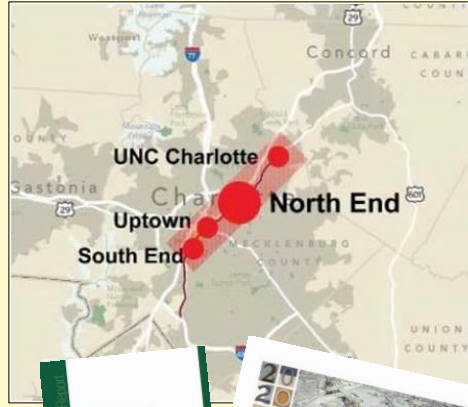
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## Applied Innovation Corridor Community Investment Plan (CIP)

- Builds on the initiative from the Center City 2020 Vision Plan (2011)
  - Envisioned the North End to be a walkable, mixed-use, urban industrial park with distinctive neighborhoods
- ULI Advisory Services Panel (2014)
  - Recommended the City place high priority on infrastructure funding around the Camp North End site
- Community Investment Plan (2013+)
  - charged with identifying and prioritizing infrastructure improvements that improve connectivity, livability, and job growth
  - Higher priority placed on opportunities to leverage private investment
- Series of “districts”
  - North End Smart District



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## Applied Innovation Corridor CIP Investment Goals

Prioritize infrastructure improvements that:

- Support people, academic research, and companies in their discovery of new products and services
- Leverage private investment
- Create a sense of place
- Create a desirable area to work, live, play
- Improve connectivity - including bike/ped
- Improve streetscapes aesthetics
- Support revitalization of urban communities
- Achieve goals driven by the Community Letter and Traits of Winning Cities



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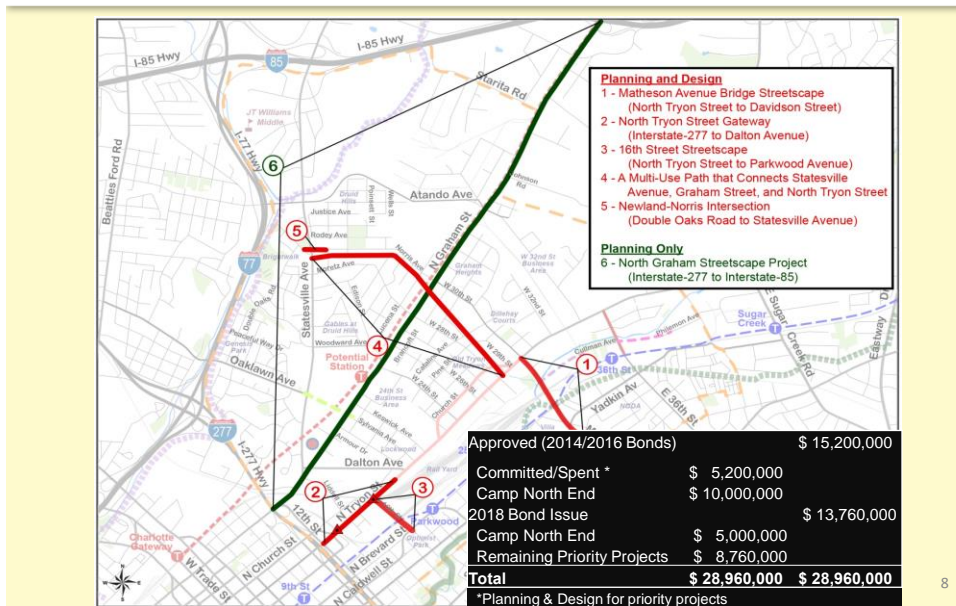
## Camp North End Community Objectives

Infrastructure	People	Community
<ul style="list-style-type: none"> <li>• <b>CIP Benefits</b> <ul style="list-style-type: none"> <li>– Transportation Choices</li> <li>– Livable Communities</li> <li>– Job Growth</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Community Letter</b> <ul style="list-style-type: none"> <li>– Good Paying Jobs</li> <li>– Quality Affordable Housing</li> <li>– Safety, Trust, &amp; Accountability</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Council Focus Area</b></li> <li>• <b>Traits of Winning Cities</b> <ul style="list-style-type: none"> <li>– Create Positive Buzz</li> <li>– Millennial Magnet</li> <li>– Workforce Dynamics</li> <li>– 15-Minute Livable Communities</li> <li>– Big Tent</li> <li>– Open Mind</li> <li>– Affordable Spaces</li> <li>– Shared Story</li> </ul> </li> </ul>



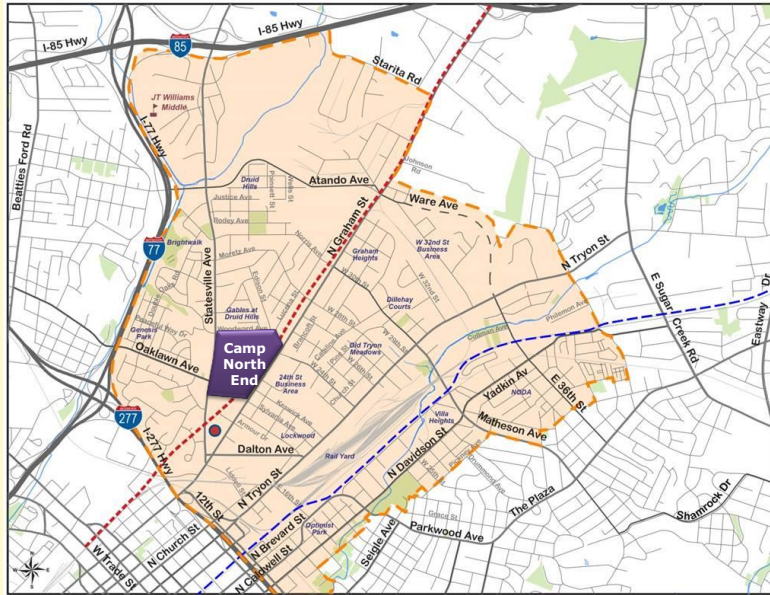
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## Applied Innovation Corridor Initial Priority CIP Projects



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## Applied Innovation Corridor Camp North End



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## Camp North End Entitlement Summary

### Entitlements Requested

	Existing	Years 1-10
Industrial/Other	1,240,000 SF	275,000 SF
EDEE*		60,000 SF
Retail Services		65,000 SF
Office		760,000 SF
Multi-family Residential		600 du
Workforce		42 du

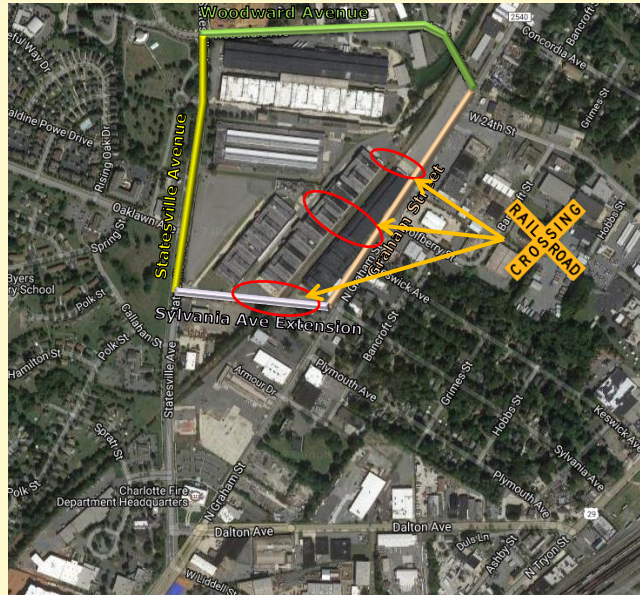
\*EDEE = Eating, Drinking, Entertainment Establishments

- Estimated new tax base of \$350MM thru the first ten years
- More than 4,500 jobs could be supported on site by the proposed redevelopment

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## Camp North End Infrastructure Improvements



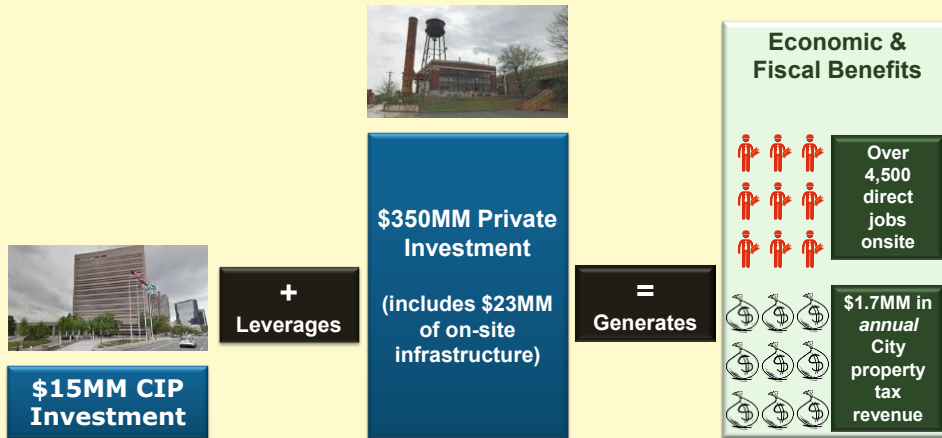
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## Camp North End Public Private Partnership Benefits

- Unique opportunity for the City
  - ULI Advisory Panel report identified the Camp North End site as the key catalyst to redevelopment of the North End
- Applied Innovation Corridor team identified priority projects at the perimeter until a private partner showed up in the center
- Aligns with North End Smart District and Applied Innovation Corridor plans, goals, and objectives
- Leverages significant private investment (~\$350MM thru the first ten years)
- Developer activating the site with new tenants (e.g. Junior Achievement, Goodyear Artists, Hygge co-working space)

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## Camp North End Public Private Partnership Benefits



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## Camp North End Community Investment Plan Key Terms

- The City will reimburse up to \$15MM for the completion of the public infrastructure improvements through the approved 2014 and 2016 CIP bond funds and the future 2018 CIP bond funds
- Public road improvements shall be constructed by the developer in accordance with CDOT standards
- All applicable rights of way and easements shall be dedicated for future City maintenance (estimated value of \$1.2MM)
- Developers responsible for cost overruns
- Equitable Economic Development
  - Workforce development opportunities
    - Project P.I.E.C.E participation to increase access to economic mobility and advancement
  - MWSBE utilization commitments
    - At least 10% utilization for public infrastructure improvements
    - Continue prioritizing MWSBE opportunities for work related to retrofitting existing buildings, site maintenance, etc.

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- Rezoning decision: September 18
- Requested Action: September 25 City Council Meeting
  - A. Approve an Infrastructure Reimbursement Agreement(s) in an amount not to exceed \$15,000,000 for public infrastructure improvements, consistent with the negotiated terms, which will be reimbursed through the approved and future CIP bond funds
  - B. Authorize the City Manager to negotiate and execute the agreements consistent with the negotiated terms





**Agenda Date:** 9/25/2017

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**Agenda #:** 17. **File #:** 15-6272 **Type:** Business Item

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## **River District Infrastructure Reimbursement**

### **Action:**

**Approve the Economic Development Committee recommendation to:**

- A. Authorize the City Manager to negotiate and execute an Infrastructure Reimbursement Agreement in an amount not to exceed \$15 million for public infrastructure improvements, consistent with the terms set forth below, which will be reimbursed through 45 percent of incremental City property taxes from a designated area over 10 years, or until fully reimbursed, whichever occurs first, and**
- B. Authorize the City Manager to negotiate and execute an Infrastructure Reimbursement Agreement in an amount not to exceed \$16.2 million for public infrastructure improvements, consistent with the terms set forth below, which will be reimbursed through the 2016 Community Investment Plan, and**
- C. Authorize the City Manager to negotiate an Agreement for Water Line construction in an amount not to exceed \$1 million, which will be reimbursed through the Charlotte Water Community Investment Plan.**

### **Committee Chair:**

James Mitchell, Economic Development

### **Staff Resource(s):**

Patrick Mumford, Economic Development  
Mike Davis, Engineering and Property Management  
Barry Gullet, Charlotte Water

### **Explanation**

- The 1,380-acre River District development represents attainment of the City's planning efforts as outlined in the Dixie-Berryhill Plan, the Community Investment Plan (CIP) and Charlotte Douglas International Airport's planning initiative to increase economic development and placemaking opportunities.
- River District rezoning, approved by City Council in November 2016, provides for development of a unique master planned community for office, retail, hotel, and a variety of residential uses, with strong pedestrian and environmental commitments.
- Phase One of the proposed development could include up to one million square-feet of office, 75,000 square-feet of retail, 150 hotel rooms, and 815 residential units (of which 85 would be available to households earning less than 80 percent of the area median income).

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**Agenda #: 17.File #: 15-6272 Type: Business Item**

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- Crescent Communities and Lincoln Harris (developer) have requested the City partner with them on a series of public infrastructure improvements.
- The partnership as defined in the term sheet will achieve the following goals:
  - facilitate economic development and implement the land use recommendations from the Dixie-Berryhill Strategic Plan
  - create infrastructure to support development and leverage existing investment, and
  - catalyze and partner with private development willing to voluntarily annex land into the city

**Infrastructure Reimbursement Agreement - Tax Increment Grant**

- The developer has requested reimbursement of \$15 million for public infrastructure improvements.
- Per Council policy, the development qualifies for a 10-year, 45 percent tax increment grant (TIG).
- The public improvements to be reimbursed under the terms of the Agreement include:
  - Widening of existing Dixie River Road and Garrison Road and incorporation of streetscape improvements to allow for enhanced mobility for pedestrians and bicyclists.
  - Extension of West Boulevard west of Dixie River Road and provision of enhancements for pedestrian and bicycle connection.
- Under the terms of the agreement, the developer would build the public improvements and will be reimbursed through 45 percent of the incremental City property taxes from a designated area over 10 years.
- Other terms of the agreement include:
  - \$15 million in reimbursed infrastructure cost with an interest cost of carry equivalent to the City's cost of funds.
  - The development team must request the first grant payment within four years after the completion of the public infrastructure improvements.
  - The TIG term ends at 10 years, or when the grant payments equal a present value equal to \$15 million, whichever occurs first.
  - Voluntary annexation is required prior to reimbursement.
  - The development team has engaged general contractors and technical assistance to strengthen Minority, Women, and Small Business Enterprise (MWSBE) utilization for public and private infrastructure improvements.
  - The developer has agreed to work with the City to incorporate an MWSBE Plan approved by the City's Business INCLUSION Program, to include:
    - A minimum of 10 percent MWSBE utilization for all public infrastructure improvements under the reimbursement agreement.
  - The development team will work with the City to create an MWSBE Action Plan to establish utilization goals for private infrastructure improvements, once the scope of private improvements has been determined and corresponding availability of contractors has been established.
  - The development team will work with the City to develop a Workforce Development Plan to broaden economic opportunities for all, which will include participation in Project P.I.E.C.E. (Partnership for Inclusive Employment and Career Excellence).

**Infrastructure Reimbursement Agreement - Community Investment Plan**

- Total funding of \$44.7 million for the Airport/West Corridor area was included in the \$816.4 million CIP approved by City Council on June 10, 2013.

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**Agenda #: 17.File #: 15-6272 Type: Business Item**

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- \$16.2 million of the \$44.7 million was approved by voters as part of the November 2016 Bond Referendum. Remaining project funding is scheduled for the 2018 Bond Referendum (\$28.5 million).
- In order to expedite and provide for efficient construction of the West Boulevard Extension improvements, the developer will be responsible for ensuring the agreed upon public improvements are complete to City standards. In return, the City will reimburse the developer for these public improvements in an amount not to exceed \$16.2 million.
- Voluntary annexation is required prior to reimbursement.
- Under the terms of the agreement the developer would build the public improvements and will be reimbursed upon completion of specific milestones through the CIP.
- The developer has agreed to work with the City to incorporate an MWSBE Plan approved by the City's Business INCLUSION Program.
- The developer will continue working with the City and the community on objectives to create opportunities for greater inclusion of MWSBE certified companies and workforce development initiatives.
- The total estimated private investment related to Phase One improvements equals approximately \$422 million.
- At build-out of Phase One, the redevelopment could generate more than \$2 million in annual City property tax revenue.
- This public private partnership opportunity was presented to the Economic Development Committee on June 7, 2017 and August 17, 2017.
- The River District development and proposed public private partnership was presented during the City Council Dinner Briefing on September 11, 2017.
- Action Item C is being added to address additional infrastructure as discussed at the Dinner Briefing on September 11, 2017. The Water Line construction is a part of the necessary public infrastructure which will be incorporated in the overall West Boulevard Extension project to leverage cost efficiencies related to construction activities.

**Council Committee Discussion**

- On August 17, 2017, the Economic Development Committee voted (Mitchell, Ivory, Mayfield, and Ajmera voted yes. Eiselt was absent) to recommend to the City Council approval of the two Infrastructure Reimbursement Agreements in amounts not to exceed \$16.2 million to be reimbursed through the General CIP and not to exceed \$15 million to be reimbursed through 45 percent of the incremental property taxes in a designated area over 10 years.

**Charlotte Business INCLUSION**

Prior to the City Manager executing the Infrastructure Reimbursement Agreement, the CBI office will negotiate subcontracting goals on all work tied to this agreement (Part G, Section 2.7 of the Charlotte Business INCLUSION Policy).

**Fiscal Note**

Funding: General Community Investment Plan and Tax Increment Grant  
Charlotte Water Community Investment Plan

**Attachment(s)**

September 11 City Council Dinner Briefing Presentation



## **River District Phase One Infrastructure Reimbursement**

City Council Dinner Briefing  
September 11, 2017



### **Presentation Agenda**

- Purpose
- Requested Council Action
- Entitlement Summary
- Community Objectives
- Proposed Phase One Infrastructure Improvements
- Community Investment Plan (CIP)
- Tax Increment Grant (TIG) Program and Key Terms
- Next Steps

2



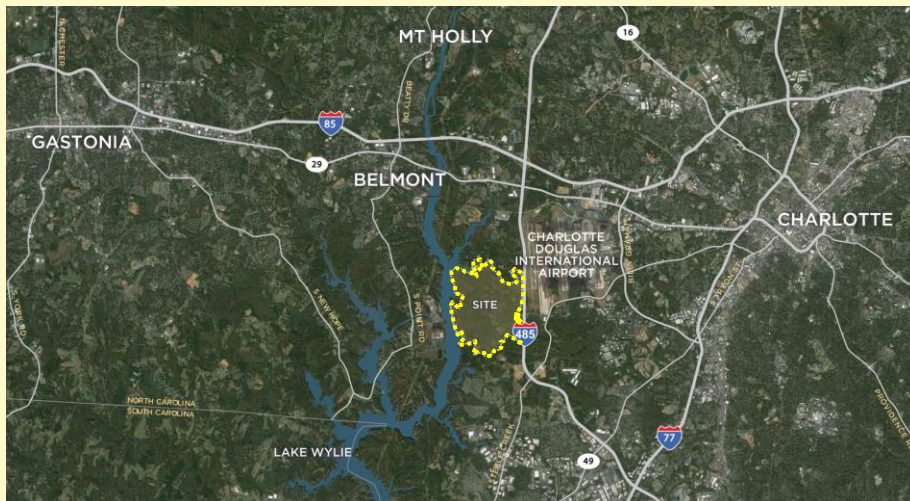
## River District Future Requested Council Action

- Approved by the Economic Development Committee on August 17
- Requested Action: September 25 City Council Meeting
  - A. Approve an Infrastructure Reimbursement Agreement in an amount not to exceed \$16,200,000 for public road improvements, consistent with the negotiated terms, which will be reimbursed through the approved 2016 CIP bond funds
  - B. Approve an Infrastructure Reimbursement Agreement in an amount not to exceed \$15,000,000 for public infrastructure improvements, consistent with the negotiated terms, which will be reimbursed through 45% of incremental City property taxes from a designated area over 10 years, or until fully reimbursed, whichever occurs first
  - C. Authorize the City Manager to negotiate and execute the agreements consistent with the negotiated terms

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## River District



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## River District Entitlement Summary

### Entitlements

	Phase 1 (2021-2026)*	Phase 2 (2025-2039)	Phase 3 (2040-2054)	Total
Office	1,000,000 SF	3,000,000 SF	4,000,000 SF	8,000,000 SF
Retail	75,000 SF	125,000 SF	300,000 SF	500,000 SF
Residential	815 units	1,155 units	2,315 units	4,285 units
Affordable	85 units	95 units	185 units	365 units
Hotel	150 rooms	250 rms	500 rms	900 rms
Assisted Living	0 du	0 du	200 du	200 du

\*Estimated new tax base of \$422MM from Phase One development

### Site Breakdown

	Total	Crescent	Lincoln Harris
Land area (ac)	1,377	1,051	326
Open space (ac)	550	452	98
Net developable (ac)	827	599	228

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## River District Community Objectives

Infrastructure	People	Community
<ul style="list-style-type: none"> <li>• <b>CIP / TIG Benefits</b> <ul style="list-style-type: none"> <li>– Transportation Choices</li> <li>– Livable Communities</li> <li>– Job Growth</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Community Letter</b> <ul style="list-style-type: none"> <li>– Good Paying Jobs</li> <li>– Quality Affordable Housing</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Council Focus Area</b></li> <li>• <b>Traits of Winning Cities</b> <ul style="list-style-type: none"> <li>– Create Positive Buzz</li> <li>– Millennial Magnet</li> <li>– Workforce Dynamics</li> <li>– 15-Minute Livable Communities</li> <li>– Big Tent</li> <li>– Open Mind</li> <li>– Affordable Spaces</li> <li>– Beyond Borders</li> </ul> </li> </ul>



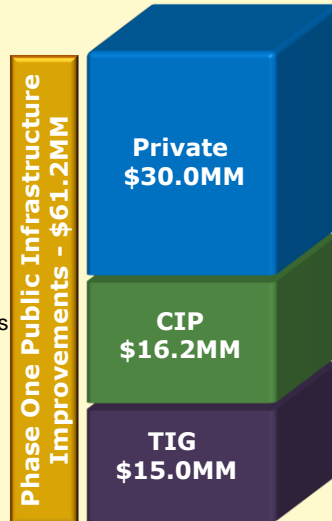
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## River District Project Components

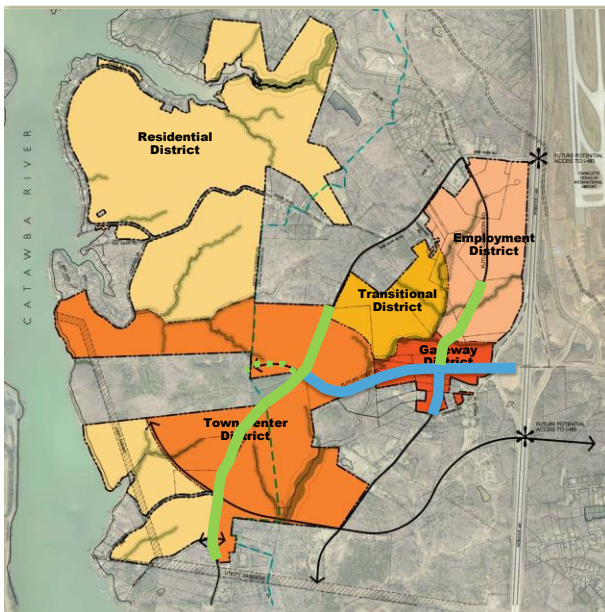
- Private Developer Investment
  - \$30.0MM
  - Local Road Network
  - I-485 Interchange
  - ROW dedication
- Community Investment Plan
  - Up to \$16.2MM
  - West Boulevard Extension
- Tax Increment Grant (Phase I)
  - Up to \$15MM of public infrastructure improvements
    - Dixie River Road
    - Garrison Road
    - Potential West Boulevard Extension
- Total Infrastructure Investment – Phase One
  - \$61.2MM



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## River District Phase One Infrastructure Improvements



### River District Road Improvements - Phase One

- **Proposed 2016 CIP**
  - West Blvd Extension
  - Garrison Road
- **Proposed Phase One TIG**
  - Garrison & Dixie River Road
  - Continuation of West Blvd Extension

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## River District Community Investment Plan

- The CIP is a long-range investment program needed to meet the demands of our growing community
- City Council's policies for developing and implementing the CIP includes:
  - Forming partnerships with citizens and businesses to leverage public dollars
  - Serving as a platform for economic development through the funding of priority projects in targeted investment areas
- \$16.2MM in bonds approved in 2016 for Dixie-Berryhill area roads
  - Part of \$44.7MM in total bond package (remaining \$28.5M in 2018 bond issue)
- Project goals include:
  - Facilitate economic development and land use recommendations from the Dixie-Berryhill Strategic Plan
  - Create infrastructure to support future development and leverage existing investment
  - Catalyze and partner with private development willing to voluntarily annex

\* Charlotte Water is coordinating additional utility improvements to be completed in conjunction with the roadway improvements. These improvements are part of Charlotte Water's 5-year CIP and estimated to cost between \$1MM and \$2MM.

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## River District Community Investment Plan Key Terms

- The City will reimburse up to \$16.2MM for the completion of the West Boulevard Extension project
- Public road improvements shall be constructed by the developers in accordance with CDOT standards
- Voluntary annexation by developers required prior to reimbursement
- All applicable rights of way and easements shall be dedicated for future City maintenance
- Developers responsible for cost overruns beyond combined CIP and TIG total of \$31.2MM

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## River District Tax Increment Grant Key Terms

- The City will reimburse up to \$15MM for the completion of Garrison and Dixie River Roads
  - Plus interest at City's cost of funds
  - Remaining funds could be used for cost overruns of the West Blvd Extension project and/or the continuation of West Blvd beyond Dixie River Road
  - Developers responsible for cost overruns
- 45% of City incremental property taxes
- 10 year term (or full reimbursement, whichever comes first) from trigger date
  - Trigger date selected by developers within six years of completing specific milestone
- Public road improvements shall be constructed by the developers in accordance with CDOT standards
- Voluntary annexation by developers required prior to reimbursement

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## River District Tax Increment Grant Key Terms

- Land preservation for CMPD, CFD, and CATS facilities
- Equitable Economic Development
  - Workforce development commitment
    - Create a workforce development plan to increase access to economic mobility and advancement
  - MWSBE utilization commitments
    - At least 10% utilization for public infrastructure improvements
    - Create an MWSBE Action Plan to establish goals for all public and private infrastructure improvements
    - Engage General Contractors and provide technical assistance to strengthen MWSBE utilization and effectively communicate opportunities to the public and the contracting community

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- Requested Action: September 25 City Council Meeting
  - A. Approve an Infrastructure Reimbursement Agreement in an amount not to exceed \$16,200,000 for public road improvements, consistent with the negotiated terms, which will be reimbursed through the approved 2016 CIP bond funds
  - B. Approve an Infrastructure Reimbursement Agreement in an amount not to exceed \$15,000,000 for public infrastructure improvements, consistent with the negotiated terms, which will be reimbursed through 45% of incremental City property taxes from a designated area over 10 years, or until fully reimbursed, whichever occurs first
  - C. Authorize the City Manager to negotiate and execute the agreements consistent with the negotiated terms



**Agenda Date: 9/25/2017**

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**Agenda #: 18.File #: 15-6260 Type: Business Item**

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## **Charlotte Convention Center Phase I Improvement Project**

### **Action:**

- A. Approve an interlocal agreement to reimburse the Charlotte Regional Visitors Authority for an amount up to \$8.5 million for Convention Center design/development phase costs, and**
- B. Approve an allocation of \$110 million of Convention Center Tax Fund debt capacity for the Charlotte Convention Center Expansion project.**

### **Staff Resource(s):**

Mike Davis, Engineering and Property Management  
Randy Harrington, Management and Financial Services  
William Haas, Engineering and Property Management  
Tom Murray, Charlotte Regional Visitors Authority

### **Explanation**

- On September 16, 2016, The Charlotte Regional Visitors Authority (CRVA) briefed City Council on need to plan for improvements to the Charlotte Convention Center.
- Objectives of the improvements to the 22-year-old Convention Center include:
  - Enhance the meeting experience,
  - Increase breakout space,
  - Create new pedestrian-friendly connections between the Convention Center and Center City,
  - Upgrade technology, and
  - Support continued Convention Center improvements.
- On December 14, 2016, representatives from the City and CRVA selected TVS North Carolina, P.C. using the Council-approved selection process to develop schematic designs for the proposed improvements to the Convention Center.
- On January 9, 2017, City Council approved \$1,600,000 to develop a schematic design of the Convention Center Improvements.
- The estimate for Phase I of the total project cost of improvements to the Convention Center is \$110 million. These estimates will be further refined as the design progresses.
- On March 24, 2017, the City issued a Request for Qualifications for construction management at risk services. Five proposals were submitted from interested service providers.
- On May 25, 2017, representatives from the City and CRVA selected Holder-Edison Foard-Leeper using the Council-approved selection process to perform cost estimating, develop procurement and construction schedules, and review the plans.
- Council received a presentation on this project at the September 11, 2017 dinner briefing meeting.

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**Agenda #: 18.File #: 15-6260 Type: Business Item**

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- This action will allow the CRVA to contract with multiple firms including TVS North Carolina, P.C. for the design development phase, Holder-Edison Foard-Leeper for pre-construction services, a geotechnical consultant, and a commissioning firm.
- As part of this action, staff will assign \$110 million of Convention Center tax fund debt capacity to this project, with an anticipated issuance during FY 2019.
- The City intends to issue up to \$110 million in Certificates of Participation (COPS) in FY 2019, and to reimburse the CRVA for up to \$8.5 million in development and design costs from the proceeds of the COPS or from Convention Center fund balance. The COPS will be repaid from the Convention Center Tax Fund, which is supported by Hospitality Tax revenues, including one percent Prepared Food Tax and three percent (of eight percent) Occupancy Tax. Eligible uses of these funds include Convention Center capital, operating and promotions as well as amateur sports and Bank of America stadium capital investments.
- The revised Convention Center Tax Fund capacity is approximately \$123 million.
- Final design and construction administration, construction, and materials testing contracts related to improvements will come to the City Council for consideration beginning in summer 2018.
- In a typical year, Convention Center events include 227,078 visitors, 159,970 hotel room nights, and provide an estimated impact to the local economy of \$135.7 million.

**Charlotte Business INclusion**

TVS Design has committed 25% of the total contract amount to the following MWSBEs:

- Neighboring Concepts (MBE) (architectural support)
- Wescott Structures (SBE, WBE) (structural engineering)
- Hartanft Lighting (SBE) (architectural lighting design)
- McCracken & Lopez (SBE) (mechanical, electrical, plumbing)
- Superior Mechanical Systems (MBE) (mechanical)
- Richa Graphics (SBE, MBE) (reprographics)

Holder-Edison has committed 17.6% of the total contract amount to the following MSBEs:

- RJ Leeper Construction (MBE/SBE) (preconstruction services)
- TRS&I Group, Inc. (MBE) (small business outreach)

The City will work with the CRVA to monitor compliance with the committed goals. Prior to City Council awarding the construction contract in the fall of 2018, the CBI Office will establish MWSBE subcontracting goals.

**Fiscal Note**

Funding: Convention Center Tax Fund

**Attachment(s)**

Interlocal Agreement

Dinner Presentation September 2017

**STATE OF NORTH CAROLINA  
COUNTY OF MECKLENBURG**

**INTERLOCAL AGREEMENT FOR  
CHARLOTTE CONVENTION CENTER RENOVATIONS PROJECT**

This Interlocal Agreement for Charlotte Convention Center Renovations Project (the “Agreement”) is entered into and agreed upon as of the \_\_\_\_\_ day of \_\_\_\_\_, 2017 (the “Effective Date”), by and between the CITY OF CHARLOTTE, a North Carolina municipal corporation (the “City”), and the CHARLOTTE REGIONAL VISITORS AUTHORITY (formerly “The Auditorium-Coliseum-Convention Center Authority”), a “special district” as defined in N.C.G.S. §159-7, for purposes of the Local Government Budget and Fiscal Control Act (the “CRVA”).

**WITNESSETH:**

**WHEREAS**, pursuant to Section 5.21 of the Charlotte City Code, the CRVA is charged with engaging in activities and programs aiding and encouraging convention and visitor promotion, including sales and marketing activities for the Charlotte region as a travel and tourism destination; and

**WHEREAS**, the CRVA is responsible for managing several City-owned assets including the Charlotte Convention Center (the “Convention Center”); and

**WHEREAS**, in accordance with the CRVA’s strategic plan and the organization’s charter, the CRVA has been examining long-term needs and recommendations for the Convention Center and surrounding area; and

**WHEREAS**, the City and CRVA have selected TVS North Carolina, P.C. using a qualifications-based selection process approved by City Council for the schematic design for proposed improvements to the Convention Center; and

**WHEREAS**, the City and CRVA have selected Holder-Edison Foard-Leeper using a qualifications-based selection process approved by Council to perform construction management services, construction planning, construction contracting processes, and construction plan review; and

**WHEREAS**, the City and CRVA have agreed that the CRVA may contract with multiple firms including TVS North Carolina, P.C. for the design development phase, Holder-Edison Foard-Leeper for pre-construction services, a geotechnical consultant, and a building commissioning firm (collectively, the “CRVA Contracts”); and

**WHEREAS**, the City has agreed to reimburse CRVA for certain costs incurred by CRVA in this initial design development and pre-construction phase in connection with the CRVA Contracts necessary for the construction of further Convention Center real property improvements to be funded from prospective proceeds of one or more installment financings under N.C. Gen. Stat. § 160A-20 in the amount of \$110,000,000.00 in fiscal year 2019; and

**WHEREAS**, the parties now desire to enter into this Agreement, all in accordance with the terms and conditions set forth herein.

**NOW, THEREFORE**, in consideration of the premises and the fulfillment of the terms of this Agreement, the CRVA and the City agree as follows:

1. Purpose

The purpose of this Agreement is to specify the details of the parties' joint undertaking to contract for real property, design, and construction activity, including design development services, pre-construction services, a geotechnical consultant, and a commissioning firm, in furtherance of prospective improvements on the Convention Center.

2. Reserved

3. Responsibilities of the Parties

a. CRVA Responsibilities.

- i. CRVA may contract with multiple firms to advance the parties' joint goal to develop recommendations for the Convention Center. Vendors with whom the CRVA shall contract (collectively, the "CRVA Contracts") shall include the following:
  - TVS North Carolina, P.C. (for the design development phase);
  - Holder-Edison Foard-Leeper (for pre-construction services, a geotechnical consultant, and a commissioning firm), and
  - Other firms needed in connection with construction planning for the Convention Center improvements, provided that such firms are approved in writing by the City.
- ii. The CRVA shall give the City a reasonable opportunity to review and comment on each CRVA Contract, and shall not enter into a CRVA Contract until the City Engineering and Property Management Department has approved it in writing. The CRVA acknowledges that the City has provided sample contract terms.
- iii. CRVA shall, upon payment by the City, provide to the City access to and joint-ownership of all deliverables, and all other reports, information, designs, plans and other work product and items developed pursuant to any of the CRVA Contracts, and all schematic, partial, intermediate or preliminary versions of any of the foregoing. At such time, the CRVA will further execute such assignments of its rights under the CRVA Contracts as the City reasonably deems necessary to enable the City to successfully complete the Convention Center Renovations Project.
- iv. The CRVA shall provide the City with access to such staff resources as are reasonably required for the performance of the CRVA Contracts.
- v. The CRVA shall permit the City to provide reasonable input and approval over the scope of work performed pursuant to the CRVA Contracts.
- vi. The CRVA will comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes, and shall require each of its subcontractors to do so as well.

- vii. The CRVA will comply with the City's Charlotte Business INClusion (CBI) policy (available at <http://charlottenc.gov/mfs/cbi/Pages/library.aspx>) and will require all entities with which it contracts through the CRVA Contracts to do so as well.
- viii. The CRVA will require all entities with which it contracts through the CRVA Contracts to maintain the following insurance:
  - Commercial General Liability insurance in an amount not less than \$1,000,000 bodily injury each occurrence/aggregate and \$1,000,000 property damage each occurrence/aggregate, or \$1,000,000 bodily injury and property damage combined single limits each occurrence/aggregate, with the City listed as additional insured.
  - Workers' Compensation insurance meeting State of North Carolina statutory requirements with \$100,000 per accident limit, \$500,000 disease per policy limit, \$100,000 disease each employee limit, providing coverage for employees and owners;
  - Commercial Automobile Liability insurance with limits of no less than \$1,000,000 bodily injury each person, each accident and \$1,000,000 property damage, or \$1,000,000 combined single limit each occurrence/aggregate; and
  - Professional Liability insurance under such terms as the City and the CRVA mutually agree

b. City Responsibilities

- i. The City will reimburse the CRVA for up to eight million five hundred thousand dollars (\$8,500,000) for costs incurred under the CRVA Contracts.
- ii. Upon receipt of the proceeds of the future installment financings under N.C. Gen. Stat. § 160A-20, the City shall provide the CRVA with access to such staff resources as are reasonably required and as the parties agree for the performance of the CRVA Contracts.

4. Invoicing and Payment by the City

The CRVA may invoice the City for any payment under this Agreement on or after December 1, 2018. No payment shall be due from the City to the CRVA under this Agreement until or after December 1, 2018, but full reimbursement of expenses under this agreement shall be paid to the CRVA on or before December 31, 2018. All invoices shall be accompanied by invoices paid by CRVA under the CRVA Contracts, and such other documentation as the City shall determine is necessary to validate the reimbursable expense.

5. Work Product and Intellectual Property

Upon payment by the City, the City will own all work product and intellectual property created pursuant to the CRVA Contracts, including all copyrights and other intellectual property rights, at all times during and after the term of the Agreement (the "Intellectual Property"). The CRVA will have the right to access the City work product and Intellectual Property for all purposes relating to the construction or operation of the Convention Center.

6. Audit.

During the term of this Agreement and for a period of two years after termination of this Agreement, the City shall have the right to audit, either itself or through an independent

auditor, all books and records and facilities of the CRVA necessary to evaluate compliance with the terms and conditions of this Agreement.

7. Resolution of Concerns and Administrative Details.

A representative designated by the City Engineer and the CRVA's VP – Venues shall be authorized to resolve such administrative details as may arise in connection with CRVA's administration of the CRVA Contracts, to the extent not inconsistent with this Agreement.

8. Term of Agreement.

The term of this Agreement shall commence on the Effective Date, and shall continue through [DATE].

9. Termination.

a. Termination by Mutual Consent. The parties may terminate this Agreement at any time by mutual consent under such terms as may be agreed to in writing by the City Manager and CRVA's CEO.

b. Termination for Breach. Either party may terminate this Agreement for default in the event the other party materially breaches this Agreement and fails to cure such failure within thirty (30) days after receipt of written notice from the non-breaching party.

10. Designee

Any action or consent under this Agreement that is required to be made by the City Manager, the City's Engineer, CRVA's CEO or CRVA's VP - Venues can be made by their respective designees.

11. Amendments.

Any amendments to this Agreement must be in writing, approved by the City Council and CRVA Board of Directors and signed by the City Manager and the CRVA's CEO.

12. Limitation of Liability

To the extent permitted by law, neither party shall be liable to the other party for consequential, indirect, special damages or lost profits in connection with any matters relating to this Agreement.

13. Notices.

Any notice, consent or other communication required or contemplated by this Agreement shall be in writing, and shall be delivered in person, by U.S. mail, by overnight courier, by electronic mail or by telefax to the intended recipient at the address set forth below:

For the CRVA:

Attn: Steve Bagwell  
Charlotte Regional Visitors Authority  
501 South College Street  
Charlotte, NC 28202  
PHONE: 704-339-6040  
E-MAIL:  
[steve.bagwell@charlotteconventionctr.com](mailto:steve.bagwell@charlotteconventionctr.com)

For the City:

Attn: William Haas  
City of Charlotte  
600 East Fourth Street, 12<sup>th</sup> Floor  
Charlotte, NC 28202  
PHONE: 704-336-4625  
E-MAIL: [whaas@charlottenc.gov](mailto:whaas@charlottenc.gov)



Communications that relate to any breach, default, termination, delay in performance, prevention of performance, modification, extension, amendment, or waiver of any provision of this Agreement (collectively, "Legal Notices") shall further be copied to the following (in addition to being sent to the individuals specified above):

Grier Furr & Crisp, PA  
101 N. Tryon St.; Suite 1240  
Charlotte, NC 28246  
Attn: Cameron Furr  
Phone: 704-375-3720  
cfurr@grierlaw.com

City Attorney's Office  
City of Charlotte  
600 East Fourth Street, 15<sup>th</sup> Floor  
Charlotte, NC 28202  
Phone: 704-336-2254

Notice shall be effective upon the date of receipt by the intended recipient; provided that any notice that is sent by telefax or electronic mail shall also be simultaneously sent by mail deposited with the U.S. Postal Service or by overnight courier. Each party may change its address for notification purposes by giving the other party written notice of the new address and the date upon which it shall become effective.

14. Miscellaneous

- a. Entire Agreement. This agreement exists separately from any other contracts or agreements between the City and CRVA. This agreement is the entire agreement between the parties with respect to its subject matter, and there are no other representations, understandings, or agreements between the parties with respect to such subject matter.
- b. Governing Law and Jurisdiction.  
This Agreement shall be governed by, and construed in accordance with, the laws of North Carolina. The exclusive forum and venue for all actions arising out of this Agreement shall be the North Carolina General Court of Justice in Mecklenburg County.
- c. Survival of Provisions. All provisions of this Agreement which by their nature and effect are required to be observed, kept or performed after termination of this Agreement shall survive the termination of this Contract and remain binding thereafter, including but not limited to provisions regarding ownership of work product and Intellectual Property and assignment of rights.
- d. Waiver.  
No delay or omission by either party to exercise any right or power it has under this Agreement shall impair or be construed as a waiver of such right or power. A waiver by either party of any covenant or breach of this Agreement shall not be constitute or operate as a waiver of any succeeding breach of that covenant or of any other covenant.
- e. Severability.  
The invalidity of one or more of the phrases, sentences, clauses or sections contained in this Agreement shall not affect the validity of the remaining portion of the Agreement so long as the material purposes of the Agreement can be determined and effectuated. If any provision of this Agreement is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision, but only to the

extent that such provision is unenforceable, and this Agreement shall be deemed amended by modifying such provision to the extent necessary to make it enforceable while preserving its intent.

f. Counterparts.

This Agreement may be executed in any number of counterparts, all of which taken together shall constitute one single agreement between the parties.

[Signatures are on the following page]

DRAFT

**IN WITNESS WHEREOF**, and in acknowledgment that the parties hereto have read and understood each and every provision hereof, the parties have caused this Agreement to be executed on the date first written above.

**CHARLOTTE REGIONAL  
VISITORS AUTHORITY:**

**BY:** \_\_\_\_\_  
(signature)

**PRINT NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**CITY OF CHARLOTTE:**

**BY:** \_\_\_\_\_  
(signature)

**PRINT NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Deputy Finance Officer

\_\_\_\_\_  
Date

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# Dinner Meeting Update: Charlotte Convention Center Expansion

Charlotte City Council  
September 11, 2017

1



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## Presentation Outline

- Project Background
- Project Description
- Next Steps



2



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# Project Background

- Convention Center is 22 years old
- Market has evolved
  - Hotels less reliant on convention events
- Meetings industry has evolved
  - Less exhibit focused
  - More meeting focused
  - Higher emphasis on attendee experience



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# Project Background

- In 2015 the CRVA engaged Jones Lang LaSalle (JLL) to develop recommendations to improve competitiveness
- Methodology
  - Survey responses from 176 meeting planners
  - Meeting planner focus groups
  - One on one meetings with meeting planners and CRVA staff
  - Competitive destination site visits and research
  - Technology expert interviews
- Conclusions
  - Enhance meeting experience
  - Increase the amount of breakout space
  - Create pedestrian friendly connection between CCC & Center City
  - Plan for Convention Center Expansion
  - Maximize impact of "One CRVA"
  - Develop a more competitive technology plan

4



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# Project Background

- In 2015 the CRVA engaged Jones Lang LaSalle (JLL) to develop recommendations to improve competitiveness
- Methodology
  - Survey responses from 176 meeting planners
  - Meeting planner focus groups
  - One on one meetings with meeting planners and CRVA staff
  - Competitive destination site visits and research
  - Technology expert interviews
- Conclusions
  - **Enhance meeting experience**
  - **Increase the amount of breakout space**
  - **Create pedestrian friendly connection between CCC & Center City**
  - Plan for Convention Center Expansion
  - Maximize impact of “One CRVA”
  - Develop a more competitive technology plan

5



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# Project Background

- Engaged tvsdesign to develop Convention Center improvement design concepts
- September 2016 - Updated Council on conceptual designs and estimated \$100M+ project cost
- December 2016 - tvsdesign selected as design partner by committee made up of members from Engineering and Property Management and CRVA
- In January 2017 Council approved \$1.6M in funding for completion of schematic design
- May 2017 – Holder/Edison Foard selected as construction management firm by a committee made up of members of Engineering and Property Management and the CRVA
- July 2017 schematic designs completed

6





# Project Background

## Source of Funding:

- Convention Center Fund, supported by Hospitality Tax revenues
  - 1% Prepared Food Tax
  - 3% (of 8%) Occupancy Tax
- Fund uses are limited to:
  - Convention Center
  - Amateur Sports
  - Bank of America Stadium
- Current cost estimates envision completing the two most critical areas of need for the Convention Center in phase 1 for \$110M
  - Stonewall breakout space
  - Pedestrian bridge
- Management & Financial Services has confirmed the Convention Center Fund can accommodate up to \$110M for the expansion

# Project Description



# Project Description

STONEWALL CORRIDOR INFORMAL MEETING AREA



9



# Project Description

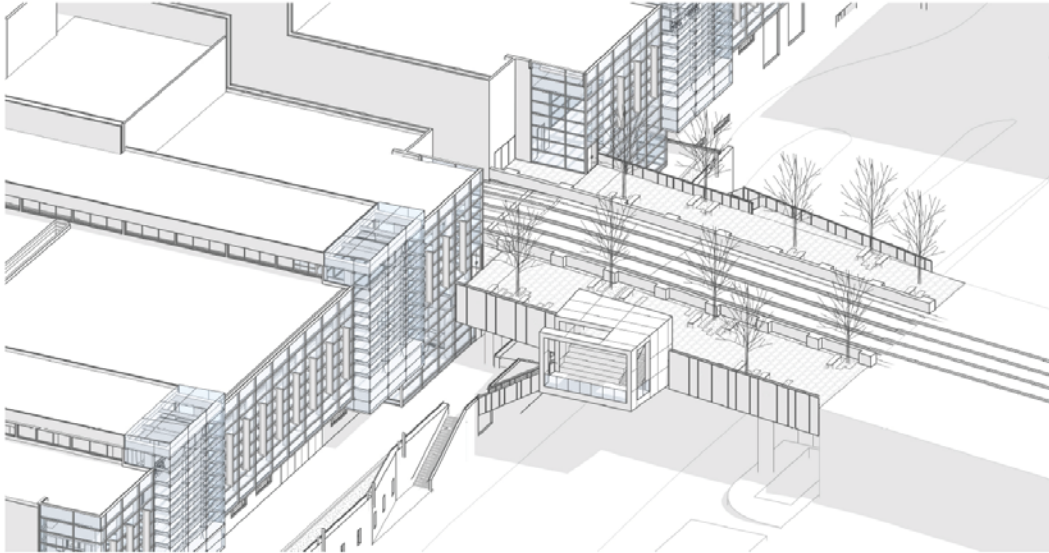


10



# Project Description

## PEDESTRIAN CONNECTION



11



# Project Description



12



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# Project Description



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## Next Steps

- Tonight: Council briefing
- September 25: Council to consider approval of interlocal agreement for CRVA to contract for pre-construction services up to \$8.5M. CRVA to be reimbursed upon debt issuance for the full project in FY19.
- Over next 18 months: Design development and construction drawings completed
- Early 2019: Council request to approve a full construction contract and approve debt financing.
- Early 2021: Construction expected to be complete



**Agenda Date: 9/25/2017**

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**Agenda #: 19. File #: 15-5722 Type: Business Item**

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## **North Tryon Street Business Corridor Project**

### **Action:**

- A. Award a contract in the amount of \$9,667,225.78 to the lowest responsive bidder Sealand Contractors Corp. for the construction of the North Tryon Street Business Corridor project, and**
- B. Adopt a budget ordinance appropriating \$4,300,000 from existing appropriations in the General Community Investment Plan.**

### **Staff Resource(s):**

Mike Davis, Engineering and Property Management  
Tom Russell, Engineering and Property Management

### **Explanation**

- The North Tryon Street Business Corridor Project was initially funded in the 2010 transportation bond referendum, in amount of \$9.5 million. Planning for the project began in 2011 to develop the original project concept that envisioned improvements along the existing North Tryon corridor between Dalton Avenue and 30<sup>th</sup> Street.
- After the design study was completed and significant engagement with property and business owners, it was determined that the preferred concept was a "one-way pair" option. This option would construct new inbound lanes on Church Street (approximately 0.75 additional mile of roadway improvements), allowing the project to better utilize existing right-of-way, reduce right-of-way costs, reduce impacts to businesses, and additional frontage area for revitalization.
- In 2014, as project design neared completion, the cost estimate was revised, and the project budget was increased by \$3.5 million to a revised total project cost of \$13 million.
- In 2016, as real estate acquisition neared completion, it was determined that the real estate costs greatly exceeded the estimates initially established in 2014. An additional \$3 million was recently appropriated in the FY 2018 budget to account for the increase in real estate costs, in addition to construction and utility cost adjustments. This increased the project budget to \$16 million.

### **Action A**

- The North Tryon Street Business Corridor Project will rebuild Tryon Street to include the one-way pair component and many included improvements, such as crosswalks, sidewalks, planting strips, decorative lighting, bike lanes, and street trees from Dalton Avenue to 30th Street (approximately 0.9 of a mile in length).
- The project will follow the Greenroads certification process, similar to LEED for buildings, which quantifies roadway sustainability and awards points for sustainable practices.
- On March 31, 2017, the City issued an Invitation to Bid; four bids were received from interested



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**Agenda #: 19.File #: 15-5722 Type: Business Item**

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service providers.

- Sealand Contractors Corp. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by first quarter 2020.

#### Action B

- The \$4.3 million in additional funding will be appropriated to the North Tryon Street Business Corridor Project and it will provide funding for:
  - Higher than anticipated construction cost (\$2.64 million)
  - Increases in project costs: staff cost, construction administration, survey, testing, inspection, landscaping, lighting and signals (\$910,000)
  - Anticipated cost increases to complete real estate acquisition and utility relocation (\$750,000)
- The additional funding will come from the Northeast Corridor Infrastructure program (NECI) within the City's General Community Investment Plan and will be repaid after the November 2018 bond referendum. No projects within NECI will be delayed as a result of this action.
- Upon City Council approval, this additional appropriation will result in a total project budget of \$20.3 million.

#### **Charlotte Business INclusion**

Established SBE Goal: 22.00%

Committed SBE Goal: 17.65%

Sealand Contractors Corp. failed to meet the established SBE subcontracting goal, but has earned the required Good Faith Efforts (Part C: Section 5 of the Charlotte Business INclusion Policy). Sealand Contractors Corp. has committed 17.65% (\$1,688,738) of the total contract amount to the following certified firms (Part B: Section 3 of the Charlotte Business INclusion Policy):

- Streeter Trucking, Inc. (SBE, MBE) (\$1,192,597) (hauling)
- On Time Construction (SBE, MBE) (\$334,245) (masonry)
- A-1 Precision Fence Company, Inc. (SBE) (\$118,865) (fence installation)
- The LS Group, LLC (SBE, MBE) (\$38,711) (erosion control)
- R&N Construction Group, LLC (SBE, WBE) (\$4,320) (retaining wall)

Established MBE Goal: 5.00%

Committed MBE Goal: 16.36%

Sealand Contractors Corp. exceeded the established MBE subcontracting goal, and has committed 16.36% (\$1,565,553) of the total contract amount to the following certified MBE firms (Part B: Section 3 of the Charlotte Business INclusion Policy):

- Streeter Trucking, Inc. (SBE, MBE) (\$1,192,597) (hauling)
- On Time Construction (SBE, MBE) (\$334,245) (masonry)
- The LS Group, LLC (SBE, MBE) (\$38,711) (erosion control)



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**Agenda #:** 19.**File #:** 15-5722 **Type:** Business Item

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A further detailed write-up of Sealand Contractors Corp's Good Faith Efforts is attached.

**Fiscal Note**

Funding: Transportation Community Investment Plan

**Attachment(s)**

Map  
Good Faith Efforts  
Budget Ordinance



## **Good Faith Efforts Summary for North Tryon Street Business Corridor**

### **Background**

The North Tryon Street Business Corridor Project was bid on May 25, 2017. A total of four (4) firms submitted bids for the contract. Staff is recommending contract award to the low bidder, Sealand Contractors Corp. with a total contract award amount of \$9,667,225.78.

The Established SBE Goal for this project was set at 22.00%, as derived from the City's subcontracting goal setting formula.

At bid opening, Sealand Contractors Corp. documented and committed SBE participation totaling 17.65% (\$1,688,738) to the following certified firms: On Time Construction (masonry), The LS Group, LLC (erosion control), A1 Precision Fence Company (fence installation), R&N Construction Group LLC (retaining wall), and Streeter Trucking, Inc (hauling).

### **Good Faith Effort (GFE) Summary**

Per the City's CBI Policy (Part B: Section 2.1), because the Established SBE Goal on this contract was not met at bid opening, Sealand Contractors Corp. was required to submit documentation reflecting their efforts in earning 60 Good Faith Effort (GFE) points, out of a total available 155 GFE points. City staff has reviewed Sealand Contractors Corp's documentation and confirmed Sealand Contractors Corp's achievement of 60 GFE points, comprised of the following efforts:

- GFE 5.3.1: Contacts (10 points)
- GFE 5.3.2: Making Plans Available (10 points)
- GFE 5.3.3: Breaking Down Work (15 Points)
- GFE 5.3.5: Attendance at Pre-Bid (10 Points)
- GFE 5.3.7: Negotiating in Good Faith with MBEs and SBEs (15 points)

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND ORDINANCE NUMBER 9104-X, THE 2017-2018 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF \$4,300,000 FOR THE NORTH TRYON STREET BUSINESS CORRIDOR PROJECT FROM THE NORTH EAST CORRIDOR INFRASTRUCTURE PROJECT

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

- Section 1. That the sum of \$4,300,000 hereby estimated to be available from North East Corridor Infrastructure Project - 8010400000  
GL: 4001-80-60-8010-801040-000000-000-530500-
- Section 2. That the sum of \$4,300,000 is hereby appropriated in the General Capital Investment Fund (4001) into the project North Tryon Redevelopment - 6188790001  
GL: 4001-61-60-6188-618879-000000-000-530500-
- 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



**Agenda Date: 9/25/2017**

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**Agenda #: 20.File #: 15-6269 Type: Consent Item**

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## **Arrowood Road and Nations Ford Road Intersection Improvements**

### **Action:**

- A. Award a construction contract in the amount of \$1,752,209.14 to the lowest responsive bidder Sealand Contractors Corp. for the Arrowood Road and Nations Ford Road Intersection Improvements project, and**
- B. Adopt a budget ordinance appropriating \$1,000,000 from existing contingency reserve funds in the General Community Investment Plan.**

### **Staff Resource(s):**

Mike Davis, Engineering and Property Management  
Becky Chambers, Engineering and Property Management

### **Explanation**

- The Arrowood Road and Nations Ford Road Intersection Improvements project will make safety improvements at the intersection of Arrowood Road and Nations Ford Road.
- The project will include grading, drainage, concrete sidewalk, curb and gutter, driveways, wheel chair ramps and concrete islands, retaining walls, milling, asphalt pavement, traffic control, and pavement markings.
- Utility relocations on this project have caused a two-year delay for bid and construction resulting in increased construction and project costs of \$1,000,000.
- The project was initially funded in the 2010 bond referendum in the amount of \$2,000,000.
- Additional project funding of \$400,000 was allocated from the Bike Program and Minor Roadway Program to extend the project limits, adding additional bike lanes and ADA ramp improvements to the project.

### **Action A**

- On July 25, 2017, the City issued an Invitation to Bid for Arrowood Road and Nations Ford Road Intersection Improvement; four bids were received from interested service providers.
- Sealand Contractors Corp. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by 4<sup>th</sup> quarter 2018.

### **Action B**

- The additional \$1,000,000 will be appropriated to the Arrowood Road and Nations Ford Road Intersection Improvements budget and to provide for:



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**Agenda #: 20.File #: 15-6269 Type: Consent Item**

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- Cost increases in construction (\$600,000)
- Increases in project overhead costs: staff, construction administration, construction staking, construction testing, and construction inspection (\$400,000)
- The \$1,000,000 in additional funding will be allocated from existing contingency reserves within the General Community Investment Fund.
- Upon City Council approval, this additional appropriation will result in a total project budget of \$3.4 million.

**Charlotte Business INclusion**

Established SBE Goal: 17.00%

Committed SBE Goal: 17.00%

Sealand Contractors Corp. met the established SBE subcontracting goal, and has committed 17.00% (\$297,876) of the total contract amount to the following certified firms (Part B: Section 3 of the Charlotte Business INclusion Policy):

- Conmat Development Incorporated (SBE) (\$110,430) (concrete)
- Darnell Trucking (SBE, MBE) (\$87,475) (hauling)
- Cochise Trucking (SBE) (\$63,101) (hauling)
- R&N Construction Group, LLC (SBE, WBE) (\$18,810) (retaining wall)
- On Time Construction, Inc. (SBE, MBE) (\$18,060) (masonry)

Established MBE Goal: 6.00%

Committed MBE Goal: 6.02%

Sealand Contractors Corp. exceeded the established MBE subcontracting goal, and has committed 6.02% (\$105,535) of the total contract amount to the following certified firms (Part B: Section 3 of the Charlotte Business INclusion Policy):

- Darnell Trucking (SBE, MBE) (\$87,475) (hauling)
- On Time Construction, Inc. (SBE, MBE) (\$18,060) (masonry)

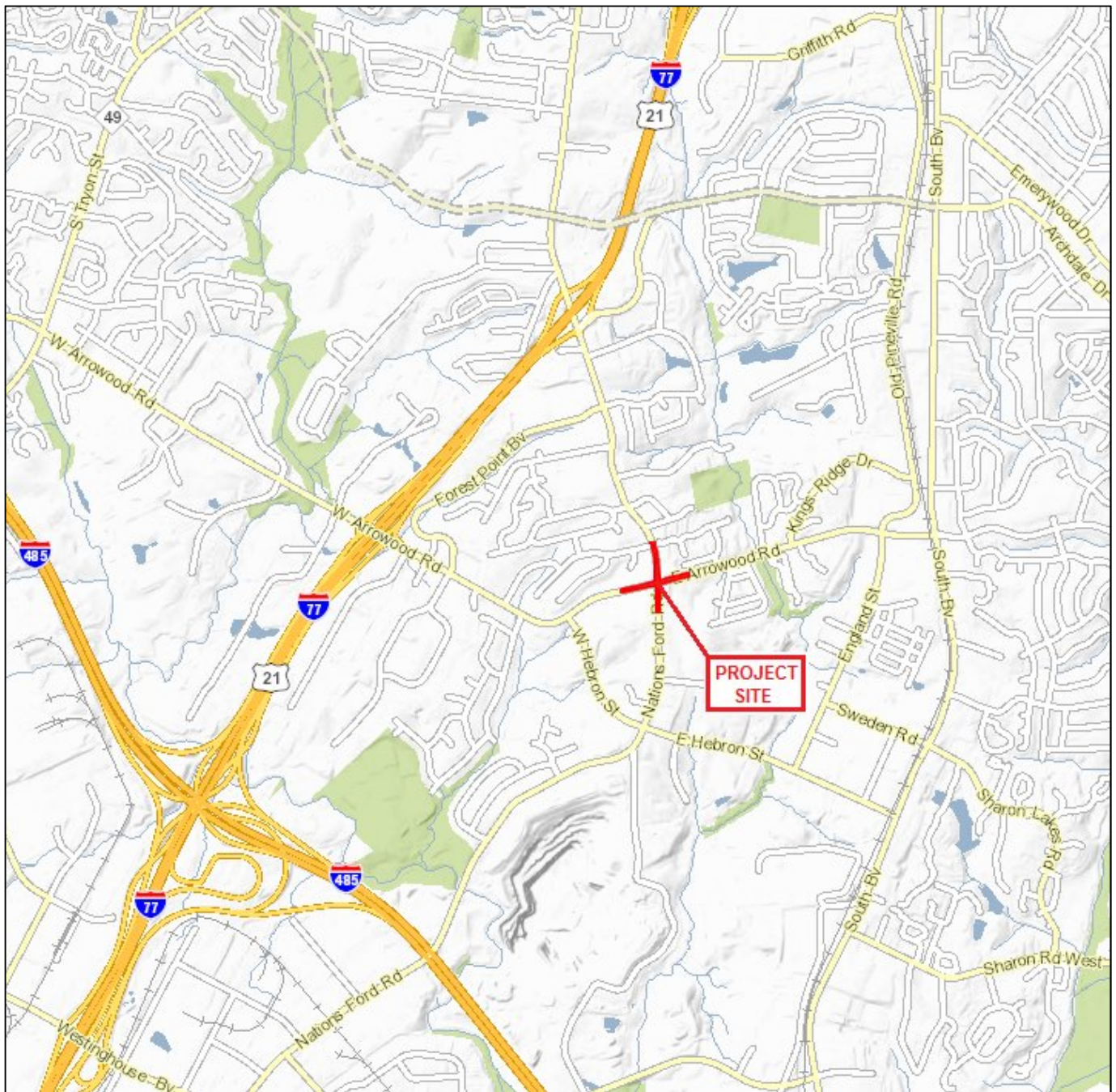
**Fiscal Note**

Funding: General Community Investment Plan

**Attachment(s)**

Map

Budget Ordinance



**Location Map: Arrowood Road and Nations Ford Road  
Intersection Improvement  
(Council District 3)**



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND ORDINANCE NUMBER 9104-X, THE 2017-2018 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF \$1,000,000 FOR THE ARROWOOD ROAD AND NATIONS FORD ROAD INTERSECTION IMPROVEMENT PROJECT FROM EXISTING CONTINGENCY RESERVE FUNDS FROM THE GENERAL COMMUNITY INVESTMENT FUND

---

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

Section 1. That the sum of \$1,000,000 hereby estimated to be available from the General Community Investment Fund (4001) from the following projects:  
Reserve for Potential CIP Needs - 1400900008-1000000000 (\$751,960.39) and  
1400900008-Converted (\$129,460.31)  
Funding Source: 1400900008-3300-33001042-0000  
Revenue: 4001-14-10-0000-000000-000000-000-481004-  
Expense: 1400-14-10-1400-140090-000000-000-530500-

Pay As You Go Reserve - 1400900010-1000000000 (\$118,579.30)  
Funding Source: 1400900010-4000-40004000-2014  
Revenue: 4001-00-99-0000-000000-994000-000-489000-  
Expense: 1400-14-10-1400-140090-000000-000-530500-

Section 2. That the sum of \$1,000,000 is hereby appropriated in the General Capital Investment Fund (4001) into the project Arrowood/Nations Ford Rd Intersection - 4288200010  
GL: 4001-42-42-4288-428820-000000-000-530500-

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



**Agenda Date:** 9/25/2017

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**Agenda #:** 21. **File #:** 15-6290 **Type:** Appointment

---

## **Appointment to the Charlotte Community Capital Loan Fund**

**Action:**

**Vote on blue ballots and return to Clerk at dinner.**

**Staff Resource(s):**

Stephanie Kelly, City Clerk's Office

**Explanation**

- One appointment for a term beginning October 2, 2017, and ending September 30, 2020.
  - Corey Busker, nominated by Council members Driggs, Eiselt, Ivory, Mayfield and Smith
  - Kimberly Edmonds, nominated by Council members Ajmera and Mitchell

**Attachment(s)**

Charlotte Community Capital Loan Fund Applicants



City of Charlotte, NC

# CHARLOTTE COMMUNITY CAPITAL LOAN FUND

## BOARD DETAILS



OVERVIEW



**SIZE** 2 Seats



**TERM LENGTH** 3 Year



**TERM LIMIT** 2 Terms

The Small Business Enterprise (SBE) Loan Fund is an innovative public/private fund established in 2003 to assist small businesses with gaining access to capital. On April 25, 2012, the Operating Committee of the Small Business Enterprise Loan Fund changed its name to Charlotte Community Capital Loan Fund to reposition the fund and clear up any confusion that only City certified SBEs are eligible for loans. The fund is administered by Self-Help Credit Union. Applicants should have expertise in small business management and finance.



DETAILS

**COMMITTEE MEMBERS** 2 Members (1 by Mayor, 1 by City Council)

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

**MEETING INFORMATION** Meeting Day: 3rd Tuesday quarterly (Jan, April, Jul, Oct)  
Meeting Time: 8:00 a.m.  
Meeting Location: Self Help Credit Union (926 Elizabeth Avenue)  
Time Commitment: 2 hours quarterly

**ADDITIONAL INFORMATION** Website: <http://charlottenc.gov/NBS/ED/Startup/Pages/default.aspx>

## BOARD HISTORY

**BOARD DOCUMENTS** N/A

**BOARD DOCUMENT (2)** N/A

**BOARD DOCUMENTS (3)** N/A



City of Charlotte, NC

# CHARLOTTE COMMUNITY CAPITAL LOAN FUND

## BOARD ROSTER



**BERNADETTE JOHNSON**

1st Term Oct 02, 2014 - Oct 01, 2017

Office Self Help Credit Union, 926 Elizabeth Avenue  
Position Board Member  
Category None  
Appointed by City Council



**ROBERT POWELL**

2nd Term Oct 02, 2016 - Oct 01, 2019

Office Self Help Credit Union, 926 Elizabeth Avenue  
Position Board Member  
Category None  
Appointed by Mayor

**Profile**

Cory Busker  
First Name Last Name

corybusker@gmail.com  
Email Address

1225 South Church St. apt 114  
Street Address Suite or Apt  
Charlotte NC 28203  
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) 574-0783 Home:  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ District 3

**Ethnicity \***

☒ Caucasian/Non-Hispanic

**Political Party \***

☒ Independent

**Gender \***

☒ Male

04/30/1990  
Date of Birth

Cory Busker

Page 1 of 6

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

☒ Yes ☐ No

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

Charlotte Community Capital Loan Fund: Submitted

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

None

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

None

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

The Charlotte Community Capital Loan Fund offers an invaluable opportunity to residents of our City. My purpose in serving on this committee is to further the interests of all stakeholders, i.e. fund partners, small businesses, and consumers, for the betterment of the City. Frequently startups and small businesses struggle to grow to their full potential due to inadequate capital. This often needless limitation suppresses job prospects, tax revenues, and the intangible benefits successful businesses bring to a given locale. By expanding access to, and knowledge of, the Charlotte Community Capital Loan Fund (referred to hereinafter as the "Fund") we can help our local small businesses succeed, to the betterment of everyone involved. Obviously, not all business models and loan applicants are fit for this particular Fund. Thus, I intend to perform the equally important role of gatekeeper to ensure the valuable Fund partners monetary contributions are treated with the respect they deserve. On a personal level, I have a passion for entrepreneurship and small businesses, which I elaborate on further in the background section below. I believe owning a business is the Great American Dream. I believe there is no greater form of service than employing others in a respectful, dignified manner. I believe new businesses frequently are able respond to important market conditions more adeptly than large corporations, making their role in responsibly shaping the future that much more important. And Finally, I believe that, as a lifelong Charlottean, it is my time to take the first steps into assuming a leadership role in the development of this City and I would love nothing more than to start by serving on the Charlotte Community Capital Loan Fund committee.

Cory Busker

Page 2 of 6

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

I am a practicing attorney for a small law firm in uptown. Many of my firm's clients are small to medium sized privately held businesses. These clients operate in a number of industries. My role as a independent counselor to these businesses requires me to assess problems and opportunities holistically and without bias. This skill is readily transferable to assessment of Fund applicants. Thus, I have extensive experience navigating the needs of these small businesses and, in turn, am adept at discerning when an infusion of the Fund's capital would be appropriate for growth or expansion and when such Fund capital would be uncalled for. In addition, I have a lifelong passion for small business and entrepreneurship. I worked exclusively for small businesses growing up. My father currently owns his own small business. I am the co-founder and former president of the Entrepreneurial Law Association at the UNC School of Law. My passion for discussing and developing new ideas is impossible to hide. Throughout these formative experiences and subsequent professional experiences, I have gained an innate understanding of the opportunities and pitfalls faced by small businesses. This understanding additionally stems from my role throughout the entire hierarchy of these businesses, i.e. from intern/laborer to making 8 figure buy/sell decisions with owners and founders. Additionally, I am a lifelong Charlottean. I was born and raised in Charlotte, double majored in finance and marketing at the University of South Carolina, then earned a JD from UNC law. I returned to Charlotte each summer between semesters to work in Charlotte. Upon law school graduation, I immediately returned to Charlotte to begin my professional career and continue my lifelong mission of helping the City I love continue to grow and prosper. I acknowledge I will likely be on the younger end of your applicant pool. I embrace that fact and do not hide from it. I trust my above comments convey my extensive professional experience and I assure you my understanding of the relevant subject matter is sound. Additionally, the young professionals moving to Charlotte everyday are the future of this City. They will be the ones starting the companies and growing the businesses the Fund will be assessing. I know these people because I am one. My ability to relate not just to the businesses but to the people themselves will only further enhance my value to the Fund.

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

☐ Yes ☒ No

I intend to ASAP.

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

**Caudle & Spears, P.A.**

Current Employer:

**2**

Years in current position:

**Attorney**

Job Title:

Cory Busker

Page 3 of 6

**Brief description of duties:**

Counselor to clients on legal implications of every type of business decision. I focus predominantly on corporate structure and governance, structuring and guidance for ongoing operations and expansion, and acquisition/exit decisions. I also practice some business litigation.

**Other employment history:**

Hendrick Motorsports, United States District Court for the Western District of North Carolina, various small businesses throughout Charlotte area.

**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 a client of my firm were to apply to the Fund I would be unable to participate in any decision making processes. To the best of my knowledge, no client of my firm has ever applied. I accept the burden on navigating these conflicts of interest and will fully disclose an concerns to the appropriate parties.

**Education:**

☒ Graduate School

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

**Additional Education History:**

JD UNC Law, B.S. in Finance and Marketing, University of South Carolina. Licensed to practice law in North and South Carolina.

Cory Busker

Page 4 of 6

\_\_\_\_\_  
Spouse's Name:

\_\_\_\_\_  
Spouse's Employer

\_\_\_\_\_  
Spouse's Job Title

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

☒ City of Charlotte Website

\_\_\_\_\_  
If you selected 'Other', please explain:

**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

Cory Busker

Please type your name below:

**Profile**

Kimberly Edmonds  
First Name Last Name

y2kimberly@gmail.com  
Email Address

1440 Harding Place  
Street Address Suite or Apt

Charlotte NC 28204  
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: (704) 241-8447 Home:  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ District 1

**Ethnicity \***

☒ African American

**Political Party \***

☒ Democrat

**Gender \***

☒ Female

04/30/1978  
Date of Birth

Kimberly M Edmonds

Page 1 of 5

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

☒ Yes ☐ No

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

Charlotte Community Capital Loan Fund: Submitted  
Charlotte Regional Visitors Authority (B/O): Submitted  
Housing Advisory Board of Charlotte-Mecklenburg: Submitted  
Planning Commission (O/E): Submitted  
Privatization/Competition Advisory Committee (E): Submitted  
Charlotte Business INclusion (CBI) Advisory Committee (O/E): Submitted

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

12 Congressional District Board African Caribbean Political Action Committee

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

Charlotte Chamber of Commerce - East Chapter CMS Career Technology & Education Department

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

After going through Leadership Charlotte class 37 the 9 month program it inspired me to further pursue serving on boards and commissions. I have an interest to be a voice and ensure our community is leveling the playing field from a global perspective with economic growth, education and housing opportunities.

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

I specialize in community organizing, business development consulting, and administrative services. I am able to connect, direct, plan, control, and coordinate the operating activities of an organization toward the achievement of established objectives. I have served on community boards Charlotte Chamber of Commerce as Legislative & Event Chair East Chapter 2012-2015, Charlotte-Mecklenburg Schools Advisory for Career Technology & Education Department, obtained 2012 Certificate Training of Michael Scott Matter Green Business Planning, 2012 Carolinas Minority Suppliers Diversity Certification, HUB Certifications. Kimberly is recognized as the 2013 Urban Rebound Count Me In for Women's Economic Independence Business Accelerator Top 10 Award Winner an American Express program, 2013 Who's Who Black Charlotte Emerging Leader, and 2016 Graduate of Leadership Charlotte Class 37. I established my own HUB/MWBE certified business Global Impact Industries to help develop and establish diverse cultural communities.

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

☐ Yes ☒ No

Kimberly M Edmonds

Page 2 of 5



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

### Global Impact Industries

Current Employer:

1

Years in current position:

President

Job Title:

### Brief description of duties:

### Other employment history:

I bring over 15 years of experience, previously working in every division within the banking system as a Consumer and Mortgage Lending Officer and a Commercial and Private Lending Administrator for several Fortune 500 companies to include Bank of America, N.A., JP Morgan Chase, Quicken Loans, and Wells Fargo. Currently, I am doing business development consulting for Fleetmatics a Verizon Company that is the largest GPS technology tracking system in the world. After working in various operational roles,

### 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:

☒ College

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

### Additional Education History:

Also I studied theology at Aenon Bible College in Indianapolis, IN attended 2001-2003

Spouse's Name:

Spouse's Employer

Spouse's Job Title

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

☒ Word of Mouth

If you selected 'Other', please explain:

### Board Specific Questions

Question applies to Charlotte Regional Visitors Authority (B/O)

### Which category, if any, do you fall under? \*

☒ At-Large

Question applies to Housing Advisory Board of Charlotte-Mecklenburg

### Which category, if any, do you fall under? \*

☒ Affordable Housing representative

\_\_\_\_\_  
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:



**Agenda Date:** 9/25/2017

---

**Agenda #:** 22. **File #:** 15-6291 **Type:** Appointment

---

## **Appointments to the Domestic Violence Advisory Board**

**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 three-year term beginning September 23, 2017, and ending September 22, 2020.
- One appointment for a partial term beginning immediately and ending September 21, 2018.
  - Gabrielle Alsop, nominated by Council members Driggs, Eiselt, and Fallon
  - Rita Brown, nominated by Council members Driggs, Eiselt, and Fallon
  - Linda Carr, nominated by Council members Ajmera and Mitchell
  - Monique Cleckley, nominated by Council members Ajmera and Mitchell
  - Pamela Johnson, nominated by Council members Ivory and Mayfield
  - Tiffani Newbold, nominated by Council members Ivory and Mayfield

**Attachment(s)**

Domestic Violence Advisory Board Applicants



# DOMESTIC VIOLENCE ADVISORY BOARD (B/O)

## BOARD DETAILS



OVERVIEW



**SIZE** 12 Seats



**TERM LENGTH** 3 Year



**TERM LIMIT** 2 Terms

The Domestic Violence Advisory Board (DVAB) is the official citizen advisory commission on domestic violence issues. The members are appointed by and report to the Board of County Commissioners and Charlotte City Council.

The Board periodically reviews and evaluates all Charlotte and Mecklenburg County domestic violence services, makes appropriate recommendations to Charlotte City Council and the Board of County Commissioners to identify gaps, or need for additional services to meet the needs of victims of domestic violence and their children; and, provides vigorous advocacy for domestic violence awareness and its related costs to victims and the community.

The DVAB receives staff support from the Mecklenburg County Community Support Services Prevention and Intervention Services.



DETAILS

### COMMITTEE MEMBERS

12 Members (2 by Mayor, 4 by City Council, 6 by County Commission)

### MEMBERSHIP

Nominees are subject to a state criminal background check. City 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.

### MEETING INFORMATION

Meeting Day: 2nd Monday monthly  
Meeting Time: 6:15 p.m.  
Meeting Location: Hal Marshall Services Center (700 North Tryon St.)  
Time Commitment: 3 hours per month

### ADDITIONAL INFORMATION

Website:  
<https://www.mecknc.gov/CommunitySupportServices/PreventionIntervention/Page>

### BOARD HISTORY

#### BOARD DOCUMENTS

N/A

#### BOARD DOCUMENT (2)

N/A

#### BOARD DOCUMENTS (3)










N/A



City of Charlotte, NC

## DOMESTIC VIOLENCE ADVISORY BOARD (B/O)

### BOARD ROSTER

	<b>NEIL BLOOMFIELD</b> 1st Term Mar 16, 2016 - Apr 30, 2018	Office Hal Marshall Building, 700 N Tryon Street Position Board Member Category None Appointed by County Commission No Recruitment
	<b>BEATRICE COTE</b> 2nd Term Sep 23, 2014 - Sep 22, 2017	Office Hal Marshall Building, 700 N Tryon Street Position Board Member Category None Appointed by City Council
	<b>KAWANA C DAVIS</b> 1st Term Sep 22, 2016 - Sep 21, 2019	Office Hal Marshall Building, 700 N Tryon Street Position Board Member Category None Appointed by City Council
	<b>LAUREN W EGLESTON</b> 1st Term Sep 22, 2016 - Sep 21, 2019	Office Hal Marshall Building, 700 N Tryon Street Position Board Member Category None Appointed by City Council
	<b>GURMAY E FRASER-DARLINGTON</b> Partial Term Dec 07, 2015 - Sep 21, 2017	Office Hal Marshall Building, 700 N Tryon Street Position Board Member Category None Appointed by Mayor
	<b>ANTOINETTE MINGO</b> 1st Term Jun 21, 2017 - Sep 21, 2017	Office Hal Marshall Building, 700 N Tryon Street Position Board Member Category None Appointed by Mayor Dais Seat None
	<b>JANICE SHIRLEY</b> 1st Term Jun 16, 2015 - Apr 30, 2018	Office Hal Marshall Building, 700 N Tryon Street Position Board Member Category None Appointed by County Commission Dais Seat None No Recruitment
	<b>RICARDO SUAREZ</b> Partial Term May 16, 2017 - Apr 30, 2018	Office Hal Marshall Building, 700 N Tryon Street Position Board Member Category None Appointed by County Commission Dais Seat m ranaud No Recruitment
	<b>VACANCY</b>	Office Hal Marshall Building, 700 N Tryon Street Position Board Member Category None Appointed by City Council Dais Seat a kondratyk



**VACANCY**

Office Hal Marshall Building, 700 N Tryon Street  
Position Board Member  
Category None  
Appointed by County Commission  
Dais Seat s richardson  
No Recruitment



**VACANCY**

Office Hal Marshall Building, 700 N Tryon Street  
Position Board Member  
Category None  
Appointed by County Commission  
Dais Seat t hightower  
No Recruitment



**VACANCY**

Office Hal Marshall Building, 700 N Tryon Street  
Position Board Member  
Category None  
Appointed by County Commission  
Dais Seat b carabello  
No Recruitment



**Profile**

Gabrielle Alsop  
First Name Last Name

gabrielle.alsop@gmail.com  
Email Address

12222 Stratfield Place Circle  
Street Address Suite or Apt

Pineville NC 28134  
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: (980) 875-0588 Home:  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ District 6

**Ethnicity \***

☒ Caucasian/Non-Hispanic

**Political Party \***

☒ Democrat

**Gender \***

☒ Female

02/23/1990  
Date of Birth

Gabrielle A Alsop

Page 1 of 5

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

☒ Yes ☐ No

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

Domestic Violence Advisory Board (B/O): Submitted

**List any boards you are currently serving on:****List any boards you have served on in the past:****Why are you interested in serving on these boards/ committees?**

I am currently getting my Masters in Social Work and domestic violence is something that, as a social worker, I feel is an extremely important issue to address. Domestic violence can occur regardless of race, age, gender, orientation, or income. Sadly, no one is immune. It is a communities job to ensure they are doing their best to provide resources for those experiencing domestic violence and help for those who are perpetrating the violence so they can get better.

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

I am obtaining my Masters in Social Work which focuses on empowering those who are in vulnerable positions, which certainly includes victims of domestic violence.

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

☐ Yes ☒ No

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

CVS Pharmacy  
Current Employer:

3.5  
Years in current position:

Gabrielle A Alsop

Page 2 of 5

Lead Pharmacy Technician

Job Title:

**Brief description of duties:**

fill prescriptions for patients, type prescriptions, communicate with health care professionals, communicate with patients, ensure HIPAA compliance, maintain inventory.

**Other employment history:**

I am currently a case management intern at the Mecklenburg County Health Department.

**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:**

☒ College

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

**Additional Education History:**

Currently obtaining my masters.

Spouse's Name:

Gabrielle A Alsop

Page 3 of 5

Spouse's Employer

Spouse's Job Title

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

☒ Other

how to get involved and she suggested sitting on a board.

If you selected 'Other', please explain:

**Board Specific Questions**

If you selected 'Other' please explain

**Boards /.Commissions Disclaimer**

Gabrielle A Alsop

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

Gabrielle Alsop

Please type your name below:

**Profile**

Rita

First Name

Brown

Last Name

brow4615@bellsouth.net

Email Address

7108 Misty Morn Drive

Street Address

Suite or Apt

Charlotte

City

NC

State

28215

Postal Code

**Is your mailing address the same as your home address?**☒ Yes ☐ No

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

Home: (704) 536-5219

Primary Phone

Mobile: (704) 458-6184

Alternate Phone

**What district do you live in? \***☒ District 3**Ethnicity \***☒ African American**Political Party \***☒ Democrat**Gender \***☒ Female

06/14/1949

Date of Birth

Rita D Brown

Page 1 of 5

**Are you a registered voter of Mecklenburg County?**☒ Yes ☐ No**Which Boards would you like to apply for?**

Domestic Violence Advisory Board (B/O): Submitted

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

None

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

UNC Charlotte Social Work Department advisory board UNC Chapel Hill, School of Social Work Advisory board

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

I am trained as a Social Worker and specialized in Clinical/psychotherapy for the past 35 years. Now that I am not working full time, I would like to share my experiences working with the community of Charlotte and Mecklenburg to ensure that the most vulnerable citizens will receive the best care and treatment possible as it relates to Domestic Violence and the destruction of families.

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

I believe that my education and training as a social worker is the basis of my background. My experiences to the most needy of our citizens, as a trainer of human services professionals and my experiences people of abuse and neglect from childhood to elder population will be most useful.

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

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

**Self Employed**

Current Employer:

Rita D Brown

Page 2 of 5

20 years+

Years in current position:

Psychotherapist and LCSW  
supervisor

Job Title:

#### Brief description of duties:

I am the sole owner of a clinical supervisor's practice for LCSWA's working toward licensed certification in the North Carolina. Includes individual and group supervision as well as workshops and training for particular purposes. Also includes clinical consultation to established mental health and human services agencies. In addition, I am Psychotherapist for adults with mental health disorders and/or life challenges. Also a private practice for professionals of many disciplines needing extra confidential conditions.

#### Other employment history:

I have been a Lecturer for an Advanced SW Practice course for individuals in UNCC Department of Social Work • Provided clinical supervision to the BSW, MSW and LPC staff as well as consultation to the residential and administrative staff of a local program for at-risk pregnant females and adolescent mothers and their children. •Clinical supervisor of 7-10 fulltime and part-time licensed Clinical Social Workers and Professional Counselors of a non-profit agency specializing in psychotherapy to children from ages of 2-18 identified with history of abuse and neglect. 20 years as the primary psychotherapist for children and families in BHC-CMC Randolph including clients suffering the results of family domestic abuse and neglect.

#### 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:

☒ Graduate School

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

#### Additional Education History:

40 hours of clinical education workshops every 2 years to support my Social Work License since 1996.

Spouse's Name:

Spouse's Employer

Spouse's Job Title

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

☒ City of Charlotte Website

If you selected 'Other', please explain:

#### Board Specific Questions

If you selected 'Other' please explain



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**Boards /.Commissions Disclaimer**

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

**Please check this box after reading the above disclosure statement:**

---

---

☒ I Agree

Rita D Brown, LCSW

---

Please type your name below:

**Profile**

Linda Carr  
First Name Last Name

Incarr2009@gmail.com  
Email Address

7528 Monarch Birch Lane  
Street Address Suite or Apt  
Charlotte NC 28215  
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:**

Po Box 217122 Charlotte, NC 28221

Mobile: (704) 605-3281 Home:  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ District 5

**Ethnicity \***

☒ African American

**Political Party \***

☒ Democrat

**Gender \***

☒ Female

06/03/1968  
Date of Birth

Linda N. Carr

Page 1 of 6

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

☒ Yes ☐ No

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

Domestic Violence Advisory Board (B/O): Submitted

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

Meck. County Women's Advisory Board

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

N/A

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

I am Interested in serving on the board because I am a Domestic Violence Survivor and a Certified Domestic Violence Advocate. I have a heart and a passionate for helping people and would love the opportunity serve in my community.

Linda N. Carr

Page 2 of 6

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

Although, I am a survivor and an advocate; I am also a Minister and have always had a heart for people in our community and for those have been marginalized. I've also founded a not for profit called Global Empowerment Solutions. (G.E.S) is a nonprofit organization whose mission is to provide services and programs for youth and families who need comprehensive human service interventions. Vision – To be a global initiative creating new possibilities for individuals, family and communities, thus encouraging transformative social change leaving a legacy for others to follow. Our Programs: Global Empowerment Solutions has partnered with different organizations such as Domestic Violence and Human Trafficking bringing awareness to the ongoing issues that our society faces. We offer life classes, career training, personal development classes, after school, mentoring, and summer camp programs for women and girls. With the support of our partners, we make such a significant impact in the lives and communities we serve. Education & Career Readiness – We offer a variety of services that includes; GED programs and resources, Entrepreneurial Creative Classes, literacy programs and partnerships with agencies to help clients to become workforce ready. Life classes – Career training, personal development classes, after school and mentoring. In addition to summer camp programs for women and girls. Health and Wholeness Ministry - Focuses on creating healthy lifestyles, becoming one with your authentic self and finding your inner spirit. VOLUNTEERISM/ MEMBERSHIPS/PARTNERSHIPS Charlotte Community Outreach Center Char-Meck. Comm. Relations Committee Dispute Settlement Domestic Violence Advocacy Council DV Speakers Bureau Entrepreneur Learning and Development Program EWomen Network Heart to Heart Perfecting Ministry – Co- Chair of Community Outreach & Women's Ministry Human Trafficking Roundtable Hope Haven Women's Shelter Justice Ministries Making it Better Initiative Mayor's Mentoring Alliance Meck. County Women's Advisory Board National Association of Professional Women Safe Alliance UNC Charlotte Women + Girls Research Alliance Victory Christian Center Health Initiative RMJJ Ambassador Char-Meck. Comm. Relations Committee Dispute Settlement Program: Conflict Mgmt./Resolution Diversity Effective Communication Mediation/Conciliation training Truancy K.A.P.P Mediation The International Women's Leaderships Assoc. Woman of Outstanding Leadership 2013 Heart to Heart Perfecting Ministry – Leadership Development Institute 2003-2005 National Association of Professional Women Woman of the Year Award 2011-2012 CERTIFICATIONS Char-Meck. Comm. Relations Committee Dispute Settlement Program – Basic Mediation Certificate 2005 Char-Meck. Comm. Relations Committee Dispute Settlement Program – Appreciation 2005-present Mediation Network of North Carolina - Certified Mediator 2010 Strategic Life Coach 2012 I look forward to being a part the board.

**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?

**Wireless Communications**

Current Employer:

Linda N. Carr

Page 3 of 6

12

Years in current position:

**Credit Mgr.**

Job Title:

**Brief description of duties:**

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

**Other employment history:**

Excel Diversified Services, LLC Charlotte, NC 2002 - 2005 Vice President Intricately involved in company's start-up and ensured the efficiency of the day-to-day running of all business operations including: Business development Negotiations Risk Management Team Building Diversity Evaluate Processes Organize and promote Empowered employees Leadership Dev. Time Management Identify deficiencies and potential opportunities, and develop innovative and cost-effective solutions for enhancing competitiveness. Establishment and implementation of workflow patterns and operating standards for multiple branches. Recruitment, training, evaluation, and discipline of support staff consisting of 60. Participation in strategic budget planning, policy development, and implementation. Ability to foster a cooperative work environment. Successfully implemented a structure that taught Managers and Supervisors, how to be more effective leaders, communicate effectively, and how to eliminate waste in the workplace. Pinpoint by hands on approach which increased employee commitment to the organization. Addressed a complexity of issues requiring immediate attention and resolution. Led a team of approximately 60 employees within 40 branches in North and South Carolina. Self directed work teams which enabled the company to increase employee commitment to the ability to attract and retain the best people to the organization and improved quality, productivity and service. Directed all planning, budget spend 20 percent of their time in ongoing training, forecasting, finance and administration initiatives This requires planning, training, facilitating and team-building skills.

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

☐ Yes ☒ No

Linda N. Carr

Page 4 of 6

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

Education:

☒ College

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

Additional Education History:

Bachelor of Arts in Theology, Ambassador Christian College, Kannapolis, NC 2010 Entrepreneurship, Forbes School of Business Ashford University, Clinton, IA – Present Intro Entrepreneur Learning and Development Program 2016

n/a  
Spouse's Name:

n/a  
Spouse's Employer

n/a  
Spouse's Job Title

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

☒ City of Charlotte Website

n/a  
If you selected 'Other', please explain:

Board Specific Questions

n/a  
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

Linda Carr  
Please type your name below:

**Profile**

Monique

First Name

Cleckley

Last Name

yenomus@gmail.com

Email Address

7413 Heronwood Lane

Street Address

Suite or Apt

Charlotte

City

NC

State

28227

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) 352-9093

Primary Phone

Home:

Alternate Phone

**What district do you live in? \***☒ District 5**Ethnicity \***☒ African American**Political Party \***☒ Democrat**Gender \***☒ Female

03/11/1968

Date of Birth

Monique Cleckley

Page 1 of 5

**Are you a registered voter of Mecklenburg County?**☒ Yes ☐ No**Which Boards would you like to apply for?**

Domestic Violence Advisory Board (B/O): Eligible

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

None

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

None

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

I'm a survivor of domestic violence, and have overcome many hardships that transpired because of the abuse. I will be able to report to the Board of County Commissioners and Charlotte City Council firsthand knowledge and understanding. I will work hard to bring awareness, and recommendations to help the woman and children who is dealing with intimate partner violence. I have excellent interpersonal and communication skills and able to handle strong emotions and difficult situations with grace and compassion.

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

It has been my passion since 2012 it helps bring awareness, in addition to helping woman and children faced with violence. Since I am a member of the North Carolina Coalition Against Domestic Violence, I was afforded the opportunity to attend the Advocate Institute. I have seven years of working at Carolina Healthcare System Charlotte Behavioral Healthcare Facility. While employed I volunteered with the Domestic Violence Healthcare Project (DVHP), whereby I assessed the risk and safety factors of the victims. Documenting the history of the abusive/controlling behaviors. Created safety plans and photo documentation of injuries. This position provided me with the opportunity to bring awareness to Behavioral Health clinical administration who with the help of the DVHP developed a training session for clinical staff and a triage questioning platform for all patients who come to the hospital. I was a member of two committees Trauma Informed Care Staff Education, Trauma Informed Care Community Outreach. I'm currently Certified to teach Nonviolent Crisis Intervention, and Verbal De-escalation Techniques. It a program focusing on safe management of disruptive and assaultive behaviors. I'm currently certified to teach Rape Aggression Defense for woman only. I instruct woman with the information, . Thank you in advance for your time. Please do not hesitate to contact me if you have any questions. I look forward to this opportunity to help.

Monique Cleckley

Page 2 of 5



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

☐ Yes ☒ No

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

Central Piedmont Community College

Current Employer:

5

Years in current position:

BLET Lab Assistant II

Job Title:

**Brief description of duties:**

Provide the knowledge, skills, and abilities required to certify for entry- level employment as a law enforcement officer. Assists with the Practical Education exercises in Criminal Investigation, Domestic Violence and Rapid Deployment. Provides personalize mentoring and psychical training under the direction of the Basic Law Enforcement Training Director

**Other employment history:**

Field Training Officer/Corporal – Charlotte Behavioral Health, Charlotte NC ▪ October 2010–March 2017 Ensured the safety and security of all patients, staff, visitors, and property. Trained and mentored 24 officers to meet their qualities of expectation and standards. Verified and critiqued incident reports for BH Charlotte and Davidson. Maintained standard operation of procedure during critical incidents throughout the facility.

**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:**

☒ College

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

**Additional Education History:**

Certification-Basic Law Enforcement Training – Central Piedmont Comm. College Graduation 10/2008 Associate of Applied Sciences-Criminal Justice Program, Central Piedmont Comm. College, Graduation 08/2017 Bachelor of Science-Criminal Justice w/ Concentration in Homeland Security and Emergency Management, Strayer University, Graduation 08/2018

Spouse's Name:

Spouse's Employer

Spouse's Job Title

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

☒ Word of Mouth

If you selected 'Other', please explain:

**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

Monique Cleckley

Please type your name below:

**Profile**

Pamela Johnson  
First Name Last Name

pamj6224@gmail.com  
Email Address

5000 Malibu drive  
Street Address Suite or Apt  
charlotte NC 28215  
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: (980) 345-7571 Home:  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ District 2

**Ethnicity \***

☒ African American

**Political Party \***

☒ Democrat

**Gender \***

☒ Female

06/21/1967  
Date of Birth

Pamela Johnson

Page 1 of 5

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

☒ Yes ☐ No

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

Domestic Violence Advisory Board (B/O): Submitted

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

No currently serving on any boards.

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

n/a

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

I am interested in this board because I believe domestic violence is wrong, male or female. It seems as though these types of issues are spiking and its terrible. Abuse whether fiscal or verbal is wrong.

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

I am just an everyday citizen with somewhat of a connection, concern and care about individuals whom may have lost their life, scared to leave, or survived with scars that they will never forget. but, will overcome.

**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?

**Department of Transportation**

Current Employer:

4

Years in current position:

Pamela Johnson

Page 2 of 5

Processing Assistant

Job Title:

**Brief description of duties:**

• Completing and reviewing administrative documents. • Prepare and process reports • Enter and process payroll by deadlines ,assure timesheets are completed accurately • Process fiscal documents such as invoices for payment • Maintain files, handle/distribute incoming and outgoing mail • Phone answering and receptionist. • Schedule training for personnel and operate office equipment.

**Other employment history:**

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

☐ Yes ☒ No

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

n/a

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

☐ Yes ☒ No

**If yes, please explain conflict:**

n/a

**Education:**

☒ College

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

**Additional Education History:**

n/a

Spouse's Name:

n/a

Spouse's Employer

n/a

Spouse's Job Title

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

☒ Social Media

If you selected 'Other', please explain:

**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

Pamela Johnson

Please type your name below:

**Profile**

Tiffani Newbold  
First Name Last Name

tjnewbold1@gmail.com  
Email Address

8321 Dallas Bay Rd.  
Street Address Suite or Apt  
Charlotte NC 28278  
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: (205) 532-0698 Home:  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ District 3

**Ethnicity \***

☒ African American

**Political Party \***

☒ Democrat

**Gender \***

☒ Female

11/12/1981  
Date of Birth

Tiffani Newbold

Page 1 of 6

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

☒ Yes ☐ No

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

Community Relations Committee (O): Submitted  
Domestic Violence Advisory Board (B/O): Submitted

**List any boards you are currently serving on:****List any boards you have served on in the past:****Why are you interested in serving on these boards/ committees?**

1. With Charlotte being a city that is continuing to grow and expand, positive community relations will be vital to the city's continued success and growth. That said, I have lived in many different cities throughout my life, and the one thing that I always found subpar in each city was its community relations. So, because I have loved my experience as a Charlotte resident thus far, I am very passionate about ensuring that Charlotte has positive relationships between its citizens as well as positive relationships between the city and its citizens. This is why I am interested in serving on the Community Relations Board. 2. While I have never been a victim of domestic violence, I know several women who have. Unfortunately, many of those women stayed in abusive relationships because there were limited or no resources available to aid in them leaving their situation. It saddened me that these women and their children were having to stay in these abusive situations because they had no support or help, which is why I would love to serve on the Domestic Violence Advisory Board.

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

1. Served on the community relations committee for previous employer, PepsiCo. 2. Serve on the diversity and inclusion committee with current employer, Nestle. 3. Strong ability to connect and build rapport with individuals. 4. Skilled in working collaboratively with others to develop solutions that meet the needs of all stakeholders

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

☐ Yes ☒ No

Tiffani Newbold

Page 2 of 6



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

Nestle USA

Current Employer:

5

Years in current position:

Corporate Training Manager

Job Title:

### Brief description of duties:

o Manage 5 Regional Training Specialists o Serve as Training and Learning Subject Matter Expert for manufacturing facilities o Design, develop, and facilitate technical training programs o Analyze training needs to develop new training programs or modify and improve existing programs. o Manage Training and Learning Implementation across actory locations. o Conduct routine site visits to provide training, coaching, and assessments to ensure facilities are progressing per global standards and requirements. o Evaluate instructor performance and the effectiveness of training programs, providing recommendations for improvement

### Other employment history:

PepsiCo: 2008 - 2012 CMC Steel: 2006 - 2008 Modular Systems Integration Group: 2005 - 2006

**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:

☒ Graduate School

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

### Additional Education History:

Vanderbilt University, Bachelor of Engineering, May 2004

Spouse's Name:

Spouse's Employer

Spouse's Job Title

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

☒ City of Charlotte Website

If you selected 'Other', please explain:

### Board Specific Questions

Question applies to Charlotte Business INclusion (CBI) Advisory Committee (O/E)

**Which category, if any, do you fall under? \***

- ☐ At-Large (select this if none of the below apply)
- ☐ At-Large Representing Prime Construction Company
- ☐ At-Large Representing Professional Services Company
- ☐ At-Large Representing Charlotte Chamber of Commerce

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

**Are you a current or former City employee?**

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☐ Yes ☐ No

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

**Are you the spouse, child or parent of a current or former CMPD Officer?**

---

☐ Yes ☐ No

---

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

**Tiffani Newbold**

---

Please type your name below:

Tiffani Newbold

Page 5 of 6

Tiffani Newbold

Page 6 of 6



**Agenda Date:** 9/25/2017

---

**Agenda #:** 23. **File #:** 15-6292 **Type:** Appointment

---

## **Appointment to the Housing Appeals Board**

### **Action:**

**Vote on blue ballots and return to Clerk at dinner.**

### **Staff Resource(s):**

Stephanie Kelly, City Clerk's Office

### **Explanation**

- One appointment in the At-Large category for a partial term beginning immediately and ending December 31, 2018.
  - Gregory Pizarro, Jr., nominated by Council members Ajmera, Kinsey and Mitchell
  - Cherie Readus, nominated by Council members Driggs and Smith
  - Tyjuana Wilson, nominated by Council members Ivory and Mayfield

### **Attachment(s)**

Housing Appeals Board Applicants



City of Charlotte, NC

## HOUSING APPEALS BOARD (B/O/E)

### BOARD DETAILS



OVERVIEW

**SIZE** 5 Seats

**TERM LENGTH** 3 Year

**TERM LIMIT** 2 Terms

The Housing Appeals Board hears appeals from decisions or orders of the Code Enforcement Official, as provided in the Charlotte City Code of Ordinances Chapter 11 (Housing) and Chapter 5, Article II (Non-Residential Buildings and Structures). Any citizen aggrieved by an order issued by Code Enforcement may file an appeal to the Board within 10 calendar days of service. Once heard, the Board may uphold, modify or set aside the order.



DETAILS

#### COMMITTEE MEMBERS

5 Members (2 by Mayor - City Within a City Homeowner and At-large, 3 by Council - City Within a City tenant, Housing Industry representative and At-large).

#### MEMBERSHIP

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

#### MEETING INFORMATION

Meeting Day: 2nd Tuesday, monthly  
Meeting Time: 1:00 p.m.  
Meeting Location: Old City Hall (600 East Trade Street)  
Time Commitment: 2-3 hours per month

#### ADDITIONAL INFORMATION

Housing Code Enforcement:  
<http://charlottenc.gov/NBS/Code/HousingCode/Pages/default.aspx>  
City Code of Ordinances – Chapter 11 - Housing:  
[https://www.municode.com/library/nc/charlotte/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_CH11HO](https://www.municode.com/library/nc/charlotte/codes/code_of_ordinances?nodeId=PTIICOOR_CH11HO)  
Non-Residential Building Code:  
<http://charlottenc.gov/NBS/Code/NonResidential/Pages/default.aspx>  
City Code of Ordinances – Chapter 5, Article II – Non-Residential Buildings and Structures:  
[https://www.municode.com/library/nc/charlotte/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_CH5BUBURE\\_ARTIIRENOBUST](https://www.municode.com/library/nc/charlotte/codes/code_of_ordinances?nodeId=PTIICOOR_CH5BUBURE_ARTIIRENOBUST)



City of Charlotte, NC

## HOUSING APPEALS BOARD (B/O/E)

### BOARD ROSTER



#### JAMIE ANN BANKS

**2nd Term** Jan 01, 2017 - Jan 01, 2020

**Office** Old City Hall, 600 E Trade Street  
**Position** Board Member  
**Category** At-Large  
**Appointed by** Mayor



#### CHRISTOPHER DENNIS

**Partial Term** Apr 04, 2016 - Dec 31, 2019

**Office** Old City Hall, 600 E Trade Street  
**Position** Board Member  
**Category** City Within A City Homeowner  
**Appointed by** Mayor



#### TIMOTHY O'NEIL

**1st Term** Jan 01, 2014 - Dec 31, 2017

**Office** Old City Hall, 600 E Trade Street  
**Position** Chairman  
**Category** Housing Industry Representative  
**Appointed by** City Council



#### REGINA E TISDALE

**1st Term** Jan 01, 2017 - Dec 31, 2019

**Office** Old City Hall, 600 E Trade Street  
**Position** Board Member  
**Category** City Within A City Tenant  
**Appointed by** City Council



#### VACANCY

**Office** Old City Hall, 600 E Trade Street  
**Position** Board Member  
**Category** At-Large  
**Appointed by** City Council  
**Dais Seat** a cutliff

**Profile**

Gregory Pizarro Jr.  
First Name Last Name

gregory.pizarrojr@gmail.com  
Email Address

1666 Medford Drive  
Street Address Suite or Apt

Charlotte NC 28205  
City State Postal Code

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

☒ Yes ☐ No

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

Mobile: (254) 251-1457 Business: (980) 387-5998  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ District 1

**Ethnicity \***

☒ Hispanic

**Political Party \***

☒ Independent

**Gender \***

☒ Male

05/22/1989  
Date of Birth

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

☒ Yes ☐ No

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

Business Advisory Committee (E): Submitted  
Housing Appeals Board (B/O/E): Submitted  
Zoning Board Of Adjustment (B/O/E): Submitted  
Charlotte Business INClusion (CBI) Advisory Committee (O/E): Submitted

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

No City of Charlotte Boards Non Profit Boards: Aspiring Youth International, Inc., Board Member  
Generation Now Young Professional Network, Board Member, and CFO The Pershing Rifles Group,  
Advisory Board Member American Military Partner Association, Board Member Business Boards: Military  
Support and Assistance Council, Bank Of America, Board Member

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

US Army: Planning, Budget and Execution, US Army Sexual Assault and Harassment Council, US Army

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

As a former adviser for Stock and Leader, a leading corporate law firm in York, PA, I worked attorneys that often were solicitors for cities, towns, and boroughs. In this capacity they advised the zoning board based on concern from leaders in the community and the constituency. I quickly was able to understand the importance of this role. Being new to Charlotte and the private sector, after almost 9 years of military service, I wanted to get involved in the community and quickly found the vacancies available. I saw this role as a strong fit for me.

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

I am an experienced finance executive, public speaker, and proven leader with exemplary, verifiable record of progressive growth in the military and civilian environments. Highly knowledgeable and effective leader with a proven record of meeting business goals, developing high performing managers, and increasing organizational effectiveness. Extensive experience in P&L management, budget and resource management, and project management. I am an adept managing and developing personnel under extreme pressure and austere environments with a focus on building organizations, training leaders, and delivering success. I possess a comprehensive background in business development, strategic planning, risk management and critical thinking. I believe that all of these qualities are strong on any board and that my brief knowledge in zoning will only increase as I work on the board.

### Have you completed the City's Civic Leadership Academy?

☐ Yes ☐ No

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

#### Bank of America

Current Employer:

#### Started in June

Years in current position:

JMO Leadership Program,  
Business Operations Executive

Job Title:

### Brief description of duties:

Manage a support team and is the site liaison with business partners; performance catalyst. •Oversee a unit/section of internal operation activities; manage multiple functions and have team leads as direct reports. •Participate in design, development and implementation of multifaceted products, systems and services in an operations environment; responsible for the day-to-day resolution of complex problems and the execution of intricate transactions for a single site/business unit or smaller business unit(s), including research. •Lead a key functions within a project structure; facilitates and creates teams to provide key deliverables such as Business Requirements and Control Plans. •Engage with business partners to analyze, implement, and update processes by utilizing sound process improvement models and techniques; manages design or redesign of processes or projects using six sigma methodologies. •Identify and mitigate internal risk by utilizing established tools and filters to conduct thorough reviews and analysis of associate activity; leads risk prevention programs via design and implementation of action plans to prevent, mitigate, and eliminate potential operational risks.

### Other employment history:

Adviser to the commanding General, 310th ESC, US Army Chief, Financial Policy, Plans and Operations, 336th FMC, US Army Chief, Internal Controls, 398th FMC, US Army Reserve Director, Special Projects, Grassroots Campaigns, Inc. VP of Operations and Chief of Staff, The Pershing Rifles Group AmeriCorps Fellow, United Way of York County

### 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:

☒ Graduate School

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

### 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? \*

☒ City of Charlotte Website

If you selected 'Other', please explain:

### Board Specific Questions



Question applies to Business Advisory Committee (E)

**Which industry sector, if any, do you fall under \***

- ☐ Energy Sector
- ☐ Financial Services Sector
- ☐ Health Care Sector
- ☐ Technology Sector
- ☐ Transportation/Logistics Sector
- ☐ None of the Above

Question applies to Charlotte Business INclusion (CBI) Advisory Committee (O/E)

**Which category, if any, do you fall under? \***

- ☐ At-Large (select this if none of the below apply)
- ☐ At-Large Representing Prime Construction Company
- ☐ At-Large Representing Professional Services Company
- ☐ At-Large Representing Charlotte Chamber of Commerce

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

**Which category, if any, do you fall under? \***

- ☐ At-Large (select this if none of the below apply)
- ☐ Housing Industry representative
- ☐ City Within a City Homeowner
- ☐ City Within a City Tenant

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:

**Profile**

Cherie \_\_\_\_\_ Readus \_\_\_\_\_  
First Name Last Name

creadus@hotmail.com \_\_\_\_\_  
Email Address

p/o. box 5232 \_\_\_\_\_ p/o. box 5232 \_\_\_\_\_  
Street Address Suite or Apt

charlotte \_\_\_\_\_ NC 28299 \_\_\_\_\_  
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:**

7701 cedar point lane # 206 28210

Home: (901) 649-9701 \_\_\_\_\_ Home: \_\_\_\_\_  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ Other

**Ethnicity \***

☒ African American

**Political Party \***

☒ Democrat

**Gender \***

☒ Female

61/11/1970 \_\_\_\_\_  
Date of Birth

Cherie Readus

Page 1 of 5

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

☒ Yes ☐ No

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

Charlotte Housing Authority Board (B/O): Submitted  
Charlotte Mecklenburg Public Access Corporation: Submitted  
Community Relations Committee (O): Submitted  
Domestic Violence Advisory Board (B/O): Submitted  
Housing Appeals Board (B/O/E): Submitted  
Charlotte Business INClusion (CBI) Advisory Committee (O/E): Submitted

**List any boards you are currently serving on:****List any boards you have served on in the past:****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.**

I've served on nonprofit boards, worked in executive capacities, etc.

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

☐ Yes ☒ No

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

**Turning Point Homes**

Current Employer:

1

Years in current position:

Cherie Readus

Page 2 of 5

MHP level Therapist

Job Title:

**Brief description of duties:**

Enhancing the future of children

**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:**

**Education:**

☒ Graduate School

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

**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? \***

☒ Recruited by current Committee Member

If you selected 'Other', please explain:

**Board Specific Questions**

Question applies to Business Advisory Committee (E)

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

☒ Financial Services Sector

Question applies to Charlotte Business INclusion (CBI) Advisory Committee (O/E)

**Which category, if any, do you fall under? \***

☒ At-Large (select this if none of the below apply)

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

**Are you a low income housing resident? \***

☒ No

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

**Which category, if any, do you fall under? \***

☒ At-Large (select this if none of the below apply)

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

Cherie Readus

Please type your name below:

**Profile**

Tyjuana

First Name

Wilson

Last Name

info@tyjuana-wilson.com

Email Address

3909R Freedom Drive

Street Address

3908R Freedom Drive

Suite or Apt

Charlotte

City

NC

State

28208

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:**

3908R Freedom Drive

Home: (704) 615-0413

Primary Phone

Home:

Alternate Phone

**What district do you live in? \***☒ Other**Ethnicity \***

- ☐ Asian or Pacific Islander  
☐ African American  
☐ American Indian/Alaskan Native Aleutian  
☐ Hispanic  
☐ Caucasian/Non-Hispanic  
☐ Other  
☐ Unknown  
☐ Prefer not to Answer

**Political Party \***

- ☐ Democrat  
☐ Republican  
☐ Libertarian  
☐ Independent  
☐ Other  
☐ Prefer Not to Say

**Gender \***

- ☒ Female

Date of Birth

**Are you a registered voter of Mecklenburg County?**☒ Yes ☐ No**Which Boards would you like to apply for?**

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

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

List any boards you have served on in the past:

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 tke 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.

Have you completed the City's Civic Leadership Academy?

☐ Yes ☐ No

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

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 ☒ 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:

☒ Graduate School

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

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? \*

☒ Word of Mouth

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? \***

☒ No

Question applies to Citizens Review Board (B/O/E)  
**Have you graduated from Citizen's Academy? \***

☒ No

Question applies to Housing Advisory Board of Charlotte-Mecklenburg  
**Which category, if any, do you fall under? \***

☒ Community representative

Question applies to Housing Appeals Board (B/O/E)  
**Which category, if any, do you fall under? \***

☒ City Within a City Tenant

Question applies to Neighborhood Matching Grants Fund  
**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:



**Agenda Date:** 9/25/2017

---

**Agenda #:** 24. **File #:** 15-6293 **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.
- Two appointments for a partial term beginning immediately and ending June 30, 2019.
  - Jeff Beaver, nominated by Council members Driggs and Smith
  - Jesse Boyd, nominated by Council members Ajmera, Fallon, and Mitchell
  - Tonya Clarkston, nominated by Council members Kinsey and Lyles
  - Sue DuChanois, nominated by Council members Ajmera, Eiselt, Lyles, and Mitchell
  - Myra Foster, nominated by Council members Ivory and Mayfield
  - Jordan McGee, nominated by Council members Ivory and Mayfield
  - Gita Patel, nominated by Council members Ajmera and Mitchell

### **Attachment(s)**

Keep Charlotte Beautiful Applicants




City of Charlotte, NC


# KEEP CHARLOTTE BEAUTIFUL


BOARD DOCUMENTS (3)	N/A
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BOARD DETAILS



OVERVIEW


 **SIZE** 20 Seats

 **TERM LENGTH** 3 Year

 **TERM LIMIT** 2 Terms

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. KBC promotes partnerships between citizens, businesses, private organizations, and government agencies to ensure the City of Charlotte sustains a clean and healthy environment. KBC enhances public awareness of litter control laws and recycling. KBC 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.

 <p>DETAILS</p>	COMMITTEE MEMBERS	20 Members (7 by Mayor, 13 by Council)
	MEMBERSHIP	Appointees are subject to City Council's Attendance and Anti-Harassment Policies and Code of Ethics, Gift Policy and Disclosure Requirements for members of boards.
	MEETING INFORMATION	Meeting Day: 1st Tuesday, monthly Meeting Time: 11:30 a.m. Meeting Location: Old City Hall (600 East Trade Street) Time Commitment: 4-5 hours per month There is an expectation, though not a requirement, that members attend some of the events and activities of the Board beyond the regularly scheduled Board meetings.
	ADDITIONAL INFORMATION	Website: <a href="http://charlottenc.gov/HNS/CE/KCB/Pages/default.aspx">http://charlottenc.gov/HNS/CE/KCB/Pages/default.aspx</a>
	BOARD HISTORY	
	BOARD DOCUMENTS	N/A
	BOARD DOCUMENT (2)	N/A



City of Charlotte, NC

## KEEP CHARLOTTE BEAUTIFUL

### BOARD ROSTER

	<b>BRENDA M ADAMS</b> <b>Partial Term</b> Jun 26, 2017 - Jun 30, 2019	<b>Office</b> Old City Hall, 600 E Trade Street <b>Position</b> Board Member <b>Category</b> None <b>Appointed by</b> City Council <b>Dais Seat</b> j hutchins
	<b>MARITZA T ADONIS</b> <b>1st Term</b> Jun 21, 2017 - Jun 20, 2020	<b>Office</b> Old City Hall, 600 E Trade Street <b>Position</b> Board Member <b>Category</b> None <b>Appointed by</b> Mayor <b>Dais Seat</b> a wood
	<b>WILLIAM E BABB</b> <b>Partial Term</b> Jun 26, 2017 - Jun 30, 2018	<b>Office</b> Old City Hall, 600 E Trade Street <b>Position</b> Board Member <b>Category</b> None <b>Appointed by</b> City Council <b>Dais Seat</b> a singer
	<b>BRIE K CARLSON</b> <b>1st Term</b> Jul 01, 2017 - Jun 30, 2020	<b>Office</b> Old City Hall, 600 E Trade Street <b>Position</b> Board Member <b>Category</b> None <b>Appointed by</b> City Council <b>Dais Seat</b> None
	<b>TRICI T DAVIS</b> <b>Partial Term</b> Mar 27, 2017 - Jun 30, 2019	<b>Office</b> Old City Hall, 600 E Trade Street <b>Position</b> Board Member <b>Category</b> None <b>Appointed by</b> City Council <b>Dais Seat</b> None
	<b>RUSSELL FERGUSON</b> <b>2nd Term</b> Jul 01, 2016 - Jul 01, 2019	<b>Office</b> Old City Hall, 600 E Trade Street <b>Position</b> Board Member <b>Category</b> None <b>Appointed by</b> City Council
	<b>J MICHAEL HAITHCOCK</b> <b>1st Term</b> May 18, 2017 - May 17, 2020	<b>Office</b> Old City Hall, 600 E Trade Street <b>Position</b> Board Member <b>Category</b> None <b>Appointed by</b> Mayor
	<b>TARIK M HAMEED</b> <b>Partial Term</b> Mar 27, 2017 - Jun 30, 2018	<b>Office</b> Old City Hall, 600 E Trade Street <b>Position</b> Board Member <b>Category</b> None <b>Appointed by</b> City Council <b>Dais Seat</b> None
	<b>TIFFANY HUGHES</b> <b>1st Term</b> Jul 01, 2015 - Jun 30, 2018	<b>Office</b> Old City Hall, 600 E Trade Street <b>Position</b> Vice Chair <b>Category</b> None <b>Appointed by</b> City Council



### CHARLES JEWETT

**1st Term** Jul 01, 2015 - Jun 30, 2018

**Office** Old City Hall, 600 E Trade Street  
**Position** Board Member  
**Category** None  
**Appointed by** Mayor



### JOSHUA MIDDLETON

**1st Term** Jul 01, 2015 - Jun 30, 2018

**Office** Old City Hall, 600 E Trade Street  
**Position** Chairperson  
**Category** None  
**Appointed by** City Council



### ELIZABETH C PICOLI

**1st Term** Jul 01, 2017 - Jun 30, 2020

**Office** Old City Hall, 600 E Trade Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council



### THERESA ROSA-COREY

**1st Term** Mar 13, 2015 - Jun 30, 2018

**Office** Old City Hall, 600 E Trade Street  
**Position** Board Member  
**Category** None  
**Appointed by** Mayor



### JAMAL I TATE

**1st Term** 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

**1st Term** Jul 21, 2016 - Jul 20, 2019

**Office** Old City Hall, 600 E Trade Street  
**Position** Co-Chair  
**Category** None  
**Appointed by** Mayor



### GREGORIO WELCH

**1st Term** 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

**1st Term** Jul 01, 2017 - Jun 30, 2020

**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** City Council  
**Dais Seat** m hughes



### VACANCY

**Office** Old City Hall, 600 E Trade Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council  
**Dais Seat** d herrera



### VACANCY

**Office** Old City Hall, 600 E Trade Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council  
**Dais Seat** c watson

**Profile**

Jeff

First Name

Beaver

Last Name

jwbeaver@outlook.com

Email Address

2236 Crescent Avenue

Street Address

Unit 1

Suite or Apt

Charlotte

City

NC

State

28207

Postal Code

**Is your mailing address the same as your home address?**☒ Yes ☐ No**If your home address differs from your mailing address, please provide your home address in the field below:**

Home: (704) 332-6889

Primary Phone

Mobile: (704) 906-5738

Alternate Phone

**What district do you live in? \***☒ District 1**Ethnicity \***☒ Caucasian/Non-Hispanic**Political Party \***☒ Prefer Not to Say**Gender \***☒ Male

06/22/1945

Date of Birth

Jeff Beaver

Page 1 of 5

**Are you a registered voter of Mecklenburg County?**☒ Yes ☐ No**Which Boards would you like to apply for?**

Keep Charlotte Beautiful: Submitted

**List any boards you are currently serving on:****List any boards you have served on in the past:****Why are you interested in serving on these boards/ committees?**

my concern for the amount of trash I see daily on many of our street and in our neighborhoods

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

born and raised in 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?

retired

Current Employer:

Years in current position:

Job Title:

Jeff Beaver

Page 2 of 5

**Brief description of duties:**

**Other employment history:**

Baltimore Colts Football team member (1969-1971) Bank of America predecessors- bond trading/  
portfolio mgmt (1971-1999) Charlotte Regional Sports Commission-Exec Director (2000-2011)

**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:**

☒ College

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

**Additional Education History:**

Carol McNair Beaver

Spouse's Name:

Retired

Spouse's Employer

Jeff Beaver

Spouse's Job Title

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

☒ Recruited by current Committee Member

If you selected 'Other', please explain:

**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

Jeffrey Windsor Beaver

---

Please type your name below:

**Profile**

Jesse Boyd  
First Name Last Name

jesse.jboyd@yahoo.com  
Email Address

4409 Birkdale Dr  
Street Address Suite or Apt  
charlotte NC 28208  
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:**

1009 Sharview Cir apt 733 Charlotte NC 28217

Mobile: (980) 333-1087 Home:  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ District 2

**Ethnicity \***

☒ African American

**Political Party \***

☒ Democrat

**Gender \***

☒ Male

07/04/1994  
Date of Birth

Jesse J Boyd

Page 1 of 5

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

☒ Yes ☐ No

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

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

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

N/A

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

N/A

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

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

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

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

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

☐ Yes ☒ No

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

Full time student  
Current Employer:

Jesse J Boyd

Page 2 of 5

\_\_\_\_\_  
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:**

**Education:**

☒ College

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

**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? \***

☒ City of Charlotte Website

\_\_\_\_\_  
If you selected 'Other', please explain:

### Board Specific Questions

Question applies to Charlotte International Cabinet

**Which category, if any, do you fall under \***

☒ At-Large (select this if none of the below apply)

Question applies to Neighborhood Matching Grants Fund

**Which category, if any, do you fall under? \***

☒ None of the Above

\_\_\_\_\_  
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

Jesse Boyd

---

Please type your name below:

**Profile**

Tonya Clarkston  
First Name Last Name

tdclarkston@gmail.com  
Email Address

801 Farmcrest Drive  
Street Address Suite or Apt  
Charlotte NC 28206  
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) 236-3490 Home:  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ District 1

**Ethnicity \***

☒ Caucasian/Non-Hispanic

**Political Party \***

☒ Democrat

**Gender \***

☒ Female

12/10/1978  
Date of Birth

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

☒ Yes ☐ No

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

Keep Charlotte Beautiful: Submitted

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

President of the Farmcrest Community Neighborhood Association-Board of Directors/Charlotte, NC  
Advisory Team Member for Operation Supply Drop- Veterans Non-Profit/Austin, TX Major Gift Coordinator  
for Operation Supply Drop- Veterans Non-Profit/Austin, TX City District 1 Representative for the Airport  
Community Roundtable- Charlotte, NC

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

Collegiate Judicial Board:1997-2000

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

I have been a resident of Charlotte for thirteen years. Charlotte is a great place to live, work and play. I feel it will continue to stay that way but needs to keep its community of residents engaged and informed. I have a huge compassion to make our communities even better places to live in and want to help the Keep It Beautiful program continue their efforts in providing Charlotte citizens with opportunities to make progressive changes in their neighborhoods. I see an even deeper need for the KIB to work with business owners in lower income neighborhoods such as those in District 1 and District 4 (in particular because I am familiar with them) in an effort to provide more education and understanding on the various programs and resources business owners can partner with KIB and the City of Charlotte on that will further aid business owners on keeping business environments healthy, beautiful and community friendly while operating within our neighborhoods and to provide opportunities through program support to help offset the expenses for projects that will bring our residents and businesses within our communities closer together.

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

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

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

☐ Yes ☒ No

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

**Pro Bono volunteer**

Current Employer:

Years in current position:

Job Title:

**Brief description of duties:**

Tonya D Clarkston

Page 3 of 6

**Other employment history:**

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

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

☐ Yes ☒ No

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

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

☒ Yes ☐ No

**If yes, please explain conflict:**

Depending on when the partial term begins, I may or may not be able to make it to the first meeting held on the first Tuesday in September. I am scheduled to have surgery on August 16th which will place me out of pocket for a few weeks while I heal. This is the only deterrent and is temporary.

**Education:**

☒ College

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

**Additional Education History:**

Spouse's Name:

Spouse's Employer

Spouse's Job Title

Tonya D Clarkston

Page 4 of 6



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

☒ Email

If you selected 'Other', please explain:

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

Tonya D. Clarkston  
Please type your name below:

**Profile**

Sue DuChanois  
First Name Last Name

sduchanois@gmail.com  
Email Address

5852 Coatbridge Ln  
Street Address Suite or Apt  
Charlotte NC 28212  
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: (704) 661-0469 Home: (704) 535-2074  
Primary Phone Alternate Phone

What district do you live in? \*

☒ District 5

Ethnicity \*

☒ Caucasian/Non-Hispanic

Political Party \*

☒ Other

Gender \*

☒ Female

07/14/1950  
Date of Birth

Sue DuChanois

Page 1 of 5

Are you a registered voter of Mecklenburg County?

☒ Yes ☐ No

Which Boards would you like to apply for?

Keep Charlotte Beautiful: Submitted

List any boards you are currently serving on:

None

List any boards you have served on in the past:

None

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

I am An Extention Master Gardener in Mecklenburg County. I am extremely interested in maintaining green space and native perennial flora in our community as well as community gardening.

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

I am a gardener and an Extension Master Gardener Volunteer.

Have you completed the City's Civic Leadership Academy?

☐ Yes ☒ No

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

Retired

Current Employer:

Years in current position:

Job Title:

Sue DuChanois

Page 2 of 5

**Brief description of duties:**

**Other employment history:**

Was employed as Human Resource Management Executive in various industries, most recently banking, for over 25 year. Was a certified Six Sigma Black Belt/ protect manager for over 10 year at Bank of America and Wells Fargo.

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

**If yes, please explain conflict:**

Unless being a Master Gardener volunteer for the County would be perceived as a conflict.

**Education:**

☒ Graduate School

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

**Additional Education History:**

Spouse's Name:

Spouse's Employer

Sue DuChanois

Spouse's Job Title

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

☒ Other

I attend City Council meetings  
regularly

If you selected 'Other', please explain:

**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.

Page 3 of 5

Sue DuChanois

Page 4 of 5

Please check this box after reading the above disclosure statement:

---

---

☒ I Agree

Sue DuChanois

---

Please type your name below:

**Profile**

Myra  
First Name

Foster  
Last Name

myra.foster@hotmail.com  
Email Address

5812 Hunting Ridge Lane Apt F  
Street Address

Suite or Apt

Charlotte  
City

NC  
State

28212  
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:

Business: (704) 965-4464  
Primary Phone

Home:  
Alternate Phone

**What district do you live in? \***

☒ District 5

**Ethnicity \***

☒ African American

**Political Party \***

☒ Democrat

**Gender \***

☒ Female

01/02/1976  
Date of Birth

Myra Foster

Page 1 of 5

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

☒ Yes ☐ No

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

Charlotte Community Capital Loan Fund: Submitted  
Housing Appeals Board (B/O/E): Submitted  
Keep Charlotte Beautiful: Submitted  
Zoning Board Of Adjustment (B/O/E): Submitted

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

None

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

None

**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.

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

☐ Yes ☒ No

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

None

Current Employer:

Years in current position:

Myra Foster

Page 2 of 5

Job Title:

**Brief description of duties:**

**Other employment history:**

The Teach a Man to Fish Foundation (My non profit organization)

**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:**

☒ High School

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

**Additional Education History:**

Jeffery Rivers

Spouse's Name:

Myra Foster

Page 3 of 5

Goodwill Bistro

Spouse's Employer

Cook

Spouse's Job Title

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

☒ Word of Mouth

If you selected 'Other', please explain:

**Board Specific Questions**

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

**Which category, if any, do you fall under? \***

☒ City Within a City Tenant

If you selected 'Other' please explain

**Boards /.Commissions Disclaimer**

Myra Foster

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

Myra Foster

---

Please type your name below:

**Profile**

Jordan \_\_\_\_\_ McGee \_\_\_\_\_  
First Name Last Name

jordan.mcgee@allentate.com \_\_\_\_\_  
Email Address

2332 Providence Road \_\_\_\_\_  
Street Address Suite or Apt

Charlotte \_\_\_\_\_ NC 28211  
City State Postal Code

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

☒ Yes ☐ No

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

Mobile: (704) 609-8854 \_\_\_\_\_ Home: (704) 900-8375 \_\_\_\_\_  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ District 6

**Ethnicity \***

☒ Caucasian/Non-Hispanic

**Political Party \***

☒ Republican

**Gender \***

☒ Male

10/04/1988 \_\_\_\_\_  
Date of Birth

Jordan T. McGee

Page 1 of 5

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

☒ Yes ☐ No

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

Keep Charlotte Beautiful: Submitted

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

N/A

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

CEO and founder of Medical ReSource Outreach

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

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

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

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

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

☐ Yes ☐ No

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

Allen Tate \_\_\_\_\_  
Current Employer:

Jordan T. McGee

Page 2 of 5

1  
Years in current position:

Real Estate Broker  
Job Title:

**Brief description of duties:**

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

**Other employment history:**

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

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

☐ Yes ☒ No

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

N/A

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

☐ Yes ☒ No

**If yes, please explain conflict:**

N/A

**Education:**

☒ College

N/A

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

**Additional Education History:**

N/A

N/A

Spouse's Name:

N/A

Spouse's Employer

N/A

Spouse's Job Title

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

☒ Email

N/A

If you selected 'Other', please explain:

**Board Specific Questions**

If you selected 'Other' please explain

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**Boards /.Commissions Disclaimer**

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

**Please check this box after reading the above disclosure statement:**

---

---

☐ I Agree

---

Please type your name below:

Jordan T. McGee

Page 5 of 5

**Profile**

Gita

First Name

Patel

Last Name

gp200183@yahoo.com

Email Address

3517 Bronwin ST

Street Address

Apt 105

Suite or Apt

Charlotte

City

NC

State

28273

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: (252) 903-4802

Primary Phone

Home:

Alternate Phone

**What district do you live in? \***☒ District 3**Ethnicity \***☒ Asian or Pacific Islander**Political Party \***☒ Prefer Not to Say**Gender \***☒ Female

02/06/1983

Date of Birth

Gita Patel

Page 1 of 5

**Are you a registered voter of Mecklenburg County?**☒ Yes ☐ No**Which Boards would you like to apply for?**

Keep Charlotte Beautiful: Submitted

**List any boards you are currently serving on:****List any boards you have served on in the past:****Why are you interested in serving on these boards/ committees?**

Since the 6 years I've moved to Charlotte I have seen this city change its aesthetics from one end to the other. To see all the different pockets we have (i.e. Noda, Dilworth, Steelescreek, Uptown, Ballantyne, University, etc.) morph into an enjoyable sight makes me proud what of what our city is becoming. To keep Charlotte beautiful, means not only to construct buildings, homes, architecture and other sights, but also to preserve our historical parts, parks, trails/nature, keeping our streets clean & taking care of our communities. I would bring value to the board because I have the enthusiasm to see our city grow, I have also been to many different countries & observed the feel/look of those cities/countries & as an adult now I know the value cities have when they are beautified.

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

Traveled many cities within the US and abroad, nature enthusiast, advocate of reuse, recycle & reduce and enjoy meeting with individuals from all different backgrounds . These attributes may not qualify as certifications, degrees or a concentration in a specific field, however, having a voice as a community member and the knowledge to think outside the box makes me a suitable board member.

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

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

Gita Patel

Page 2 of 5

Forfeiture Support Associates

Current Employer:

8

Years in current position:

Data Analyst

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:**

**Education:**

☒ College

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

**Additional Education History:**

Recently became a Certified Fraud Examiner.

Spouse's Name:

Spouse's Employer

Spouse's Job Title

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

☒ City of Charlotte Website

If you selected 'Other', please explain:

**Board Specific Questions**

Question applies to Charlotte International Cabinet

**Which category, if any, do you fall under \***

☒ At-Large (select this if none of the below apply)

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

Gita Patel

---

Please type your name below:



**Agenda Date:** 9/25/2017

---

**Agenda #:** 25. **File #:** 15-6294 **Type:** Appointment

---

## **Appointments to the Zoning Board of Adjustment**

### **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 January 31, 2019.
- One appointment for a partial term beginning immediately and ending June 30, 2020.
  - Terry Brown, nominated by Council members Ajmera and Mitchell
  - Scott Campagna, nominated by Council members Driggs, Eiselt, Ivory, Mayfield, and Smith
  - Thomas Rothrock, nominated by Council members Fallon and Lyles
  - Marshall Williamson, nominated by Council members Driggs, Eiselt, Lyles, and Smith

### **Attachment(s)**

Zoning Board of Adjustment Applicants



City of Charlotte, NC

## ZONING BOARD OF ADJUSTMENT (B/O/E)

### BOARD DETAILS



OVERVIEW

**SIZE** 8 Seats

**TERM LENGTH** 3 Year

**TERM LIMIT** 2 Terms

The Zoning Board of Adjustment serves to hear and decide appeals from, and to review any specific order, requirement, decision, interpretation, or determination made by the Zoning Administration of the Charlotte-Mecklenburg Building Standards Department.



DETAILS

#### COMMITTEE MEMBERS

5 Regular Members; 3 Alternate Members (2 by Mayor, 5 by Council, 1 by County – must live outside, but within one mile, of city limits)  
Alternate members serve on the Board in the absence of any regular members and are appointed in the same manner and for the same term as regular members.

#### MEMBERSHIP

No knowledge or experience in a certain field is necessary for membership. 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 and must file a Statement of Economic Interest by February 1st of each year.

#### MEETING INFORMATION

Meeting Day: Last Tuesday monthly, and 2nd Tuesday in December  
Meeting Time: 9:00 a.m.  
Meeting Location: Government Center Building (600 East Fourth St.)  
Time Commitment: 9 hours per month

#### ADDITIONAL INFORMATION

Website: <http://charlottenc.gov/planning/ZoningAdministration/Pages/home.aspx>  
City Code of Ordinances – Appendix A – Zoning – Chapter 3, Part 3, Board of Adjustment:  
[https://www.municode.com/library/nc/charlotte/codes/code\\_of\\_ordinances?nodeId=PTIICOR\\_APXAZO\\_CH3DEKIADBO\\_PT3BOAD](https://www.municode.com/library/nc/charlotte/codes/code_of_ordinances?nodeId=PTIICOR_APXAZO_CH3DEKIADBO_PT3BOAD)

#### BOARD HISTORY

#### BOARD DOCUMENTS

N/A

#### BOARD DOCUMENT (2)

N/A



City of Charlotte, NC

## ZONING BOARD OF ADJUSTMENT (B/O/E)

### BOARD ROSTER



**PAUL ARENA**

**2nd Term** Jan 31, 2016 - Jan 30, 2019

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



**JOHN LAMBERT**

**1st Term** Feb 01, 2015 - Jan 30, 2018

**Office** Government Center Building, 600 E 4th Street  
**Position** Board Member  
**Category** Alternate  
**Appointed by** City Council



**JOHN POWELL**

**1st Term** Jan 31, 2015 - Jan 30, 2018

**Office** Government Center Building, 600 E 4th Street  
**Position** Board Member  
**Category** Alternate  
**Appointed by** City Council



**TEADRA G PUGH**

**1st Term** Feb 01, 2015 - Jan 31, 2018

**Office** Government Center Building, 600 E 4th Street  
**Position** Board Member  
**Category** Alternate  
**Appointed by** Mayor



**ERIC P SANDERSON**

**Partial Term** Apr 27, 2015 - Jan 30, 2018

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



**LISSETTE TORRES**

**1st Term** Feb 21, 2017 - Jan 30, 2020

**Office** Government Center Building, 600 E 4th Street  
**Position** Board Member  
**Category** Mecklenburg County Towns  
**Appointed by** Board of County Commissioners  
**No Recruitment**



**VACANCY**

**Office** Government Center Building, 600 E 4th Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council  
**Dais Seat** n bonaparte



**VACANCY**

**Office** Government Center Building, 600 E 4th Street  
**Position** Board Member  
**Category** None  
**Appointed by** City Council  
**Dais Seat** s browder

**Profile**

Terry Brown Jr.  
First Name Last Name

terrymbrown2@gmail.com  
Email Address

2503 Alyssa Lane  
Street Address Suite or Apt

Charlotte NC 28208  
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: (910) 322-4613 Home:  
Primary Phone Alternate Phone

What district do you live in? \*

☒ District 3

Ethnicity \*

☒ African American

Political Party \*

☒ Democrat

Gender \*

☒ Male

06/08/1987  
Date of Birth

Terry M Brown Jr.

Page 1 of 5

Are you a registered voter of Mecklenburg County?

☒ Yes ☐ No

Which Boards would you like to apply for?

Planning Commission (O/E): Submitted  
Zoning Board Of Adjustment (B/O/E): Submitted

List any boards you are currently serving on:

N/A

List any boards you have served on in the past:

N/A

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

I have a passion for the growth and development of the city of Charlotte and I believe that the Zoning Board of Adjustment (the "Board") is one of the best ways to get directly involved with the direction of the city. By participating on the Board, I will have an impact on the growth and direction of the city and use my unique perspective to give voice to those who are not typically represented on city projects and zoning matters. Charlotte is an organic community and it is important to consider and have an understanding of the people, demographics, and nature of the areas that zoning appeals or orders will affect. Further as a millennial African American I will not only add minority diversity to the board but age diversity as well.

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

The analytical background and attention to detail I have developed as a commercial litigation attorney will undoubtedly aid me on the Board. Further I am involved in numerous organizations throughout the city giving me a distinctive understanding of the city, its people, and its communities and will use that knowledge to further the Boards aims.

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?

Terry M Brown Jr.

Page 2 of 5

Horack Talley

Current Employer:

2

Years in current position:

Attorney

Job Title:

**Brief description of duties:**

Civil litigation attorney with an emphasis on commercial real estate and title 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:**

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:**

**Education:**

☒ Graduate School

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

**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? \***

☒ Email

If you selected 'Other', please explain:

**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

Terry Brown Jr.

Please type your name below:



**Profile**

Scott  
First Name

Campagna  
Last Name

scampagna@mcveighmangum.com  
Email Address

913 Dacavin Dr  
Street Address

Suite or Apt

Charlotte  
City

NC  
State

28226  
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) 607-9274  
Primary Phone

Business: (704) 547-9035  
Alternate Phone

**What district do you live in? \***

☒ District 6

**Ethnicity \***

☒ Caucasian/Non-Hispanic

**Political Party \***

☒ Independent

**Gender \***

☒ Male

03/24/1978  
Date of Birth

Scott R Campagna

Page 1 of 5

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

☒ Yes ☐ No

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

Business Advisory Committee (E): Appointed  
Charlotte Area Fund Board Of Directors (O): Submitted  
Charlotte International Cabinet: Submitted  
Planning Commission (O/E): Submitted  
Privatization/Competition Advisory Committee (E): Submitted  
Zoning Board Of Adjustment (B/O/E): Submitted

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

Board of Directors - McVeigh and Mangum Engineering Board of Directors - Primero LLC

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

Phi Beta Kappa - Southwest Florida Chapter SEG Charlotte Chapter

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

I am very interesting in helping my community and helping grow Charlotte in a positive manner. My time in Leadership Charlotte allowed me to get an in-depth view of Charlotte and the challenges it faces. After that experience, I wanted to find ways I could positively impact my community. Being in the construction/development industry, I think I can be of most assistance on the zoning board.

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

Having served on my company's board and on a non-profit board, I have experience working with other leaders to help solve problems. It is important to understand that everyone on the team has something to offer even if you do not ultimately agree. I am diligent and collect information so I can make an informed decision that best makes sense for a company or a community.

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

☐ Yes ☒ No

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

Scott R Campagna

Page 2 of 5

**McVeigh and Mangum Engineering**

Current Employer:

12

Years in current position:

Vice President

Job Title:

**Brief description of duties:**

Responsible for all aspects of the Charlotte office - marketing, operations, business development, financials, mentoring, quality review as well as serving on the Board of Directors to plan the company's future.

**Other employment history:**

Anchor Engineering - Mechanical Engineer - 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:**

I do not think there is a conflict but I am in the construction industry. I get involved in a development/project only after it has been thru the zoning approval process.

**Education:**

☒ Graduate School

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

Scott R Campagna

Page 3 of 5

**Additional Education History:**

Engineering Degree Masters in Business Administration

Honey Campagna

Spouse's Name:

Littler

Spouse's Employer

Spouse's Job Title

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

☒ Email

If you selected 'Other', please explain:

**Board Specific Questions**

Question applies to Business Advisory Committee (E)

**Which industry sector, if any, do you fall under \***

☒ None of the Above

Question applies to Charlotte International Cabinet

**Which category, if any, do you fall under \***

☒ At-Large (select this if none of the below apply)

If you selected 'Other' please explain

Scott R Campagna

Page 4 of 5

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**Boards /.Commissions Disclaimer**

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

**Please check this box after reading the above disclosure statement:**

---

---

☒ I Agree

Scott Campagna

Please type your name below:

**Profile**

Thomas

First Name

Rothrock

Last Name

trothrock99@gmail.com

Email Address

3163 Park South Station Blvd

Street Address

Suite or Apt

Charlotte

City

NC

State

28210

Postal Code

**Is your mailing address the same as your home address?**☒ Yes ☐ No**If your home address differs from your mailing address, please provide your home address in the field below:**

Home: (704) 910-2734

Primary Phone

Mobile: (704) 577-9230

Alternate Phone

**What district do you live in? \***☒ District 5**Ethnicity \***☒ Caucasian/Non-Hispanic**Political Party \***☒ Democrat**Gender \***☒ Male

11/21/1946

Date of Birth

Thomas B Rothrock

Page 1 of 5

**Are you a registered voter of Mecklenburg County?**☒ Yes ☐ No**Which Boards would you like to apply for?**

Charlotte Water Advisory Committee (E): Submitted

Zoning Board Of Adjustment (B/O/E): Submitted

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

CAC

**List any boards you have served on in the past:****Why are you interested in serving on these boards/ committees?**

I feel that it is the duty of any citizen to give back to the community in any capacity that you can.

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

I worked in healthcare for over 20 years in marketing, management, and business development. I spent a couple of years working for a developer in SC and know what it is to be on a schedule and involved with a large project that is constantly moving. Unlike other aspects of business this kind of work seems to take a life of it's own.

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

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

none

Current Employer:

Years in current position:

Thomas B Rothrock

Page 2 of 5

Job Title:

**Brief description of duties:**

**Other employment history:**

Omnicare for 13 years, TransAqua, LLC for 12 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:**

☒ College

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

**Additional Education History:**

Alice Rothrock

Spouse's Name:

Charlotte Mecklenburg Schools

Spouse's Employer

senior administrative assistant

Spouse's Job Title

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

☒ Word of Mouth

If you selected 'Other', please explain:

**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:

**Profile**

Marshall Williamson  
First Name Last Name

marshallwilliamson@outlook.com  
Email Address

2615 Hampton Ave  
Street Address Suite or Apt

Charlotte NC 28207  
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) 258-2244 Home: (704) 348-4222  
Primary Phone Alternate Phone

**What district do you live in? \***

☒ District 6

**Ethnicity \***

☒ Prefer not to Answer

**Political Party \***

☒ Prefer Not to Say

**Gender \***

☒ Male

12/04/1969  
Date of Birth

Marshall P Williamson

Page 1 of 5

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

☒ Yes ☐ No

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

Planning Commission (O/E): Submitted  
Zoning Board Of Adjustment (B/O/E): Submitted

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

None

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

Arts and Science Grants Panel

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

I have worked in the commercial real estate community for over 25 years in Charlotte and I would like to utilize my experience and knowledge of the growth of the community for the service of the community.

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

As stated above I started working in commercial real estate during high school and have practiced specifically in Charlotte for over 25 years. I have watched the city grow and deal with good and not so good zoning decisions. I work with both institutional investor-owners as well as small private companies who are impacted by the decisions of the board. I will bring open minded, common sense to the deliberations of the committee.

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

☐ Yes ☒ No

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

Lincoln Harris  
Current Employer:

Marshall P Williamson

Page 2 of 5



6 years

Years in current position:

Vice President

Job Title:

**Brief description of duties:**

Real estate brokerage of office, land and warehouse product

**Other employment history:**

First Colony Corp., CBRE, Commercial Carolina Cushman and Wakefield, Spectrum Properties, McKee Realty

**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:**

A separate division of my company owns and develops real estate. Others from my firm have served on committees in the past without conflict issues.

**Education:**

☒ College

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

**Additional Education History:**

Real Estate licensing continuing education,

Andrea Williamson

Spouse's Name:

First Citizens Bank

Spouse's Employer

Commercial Banker

Spouse's Job Title

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

☒ Word of Mouth

If you selected 'Other', please explain:

**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

Marshall P. Williamson

Please type your name below:



# City of Charlotte

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

**Agenda Date:** 9/25/2017

---

**Agenda #:** 26. **File #:** 15-6334 **Type:** Business Item

---

## **Mayor and City Council Topics**

The City Council members may share information and raise topics for discussion.



**Agenda Date: 9/25/2017**

---

**Agenda #: 27. File #: 15-6542 Type: Consent Item**

---

## **Charlotte-Mecklenburg Police Foundation Donation**

### **Action:**

- A. Authorize the City Manager to accept a donation from the Charlotte-Mecklenburg Police Foundation in the amount of \$374,594 for various Charlotte-Mecklenburg Police Department initiatives, and**
- B. Adopt a budget ordinance appropriating funds in the amount of \$374,594 from the Charlotte-Mecklenburg Police Foundation.**

### **Staff Resource(s):**

Kerr Putney, Police  
Vicki Foster, Police  
Mike Campagna, Police

### **Explanation**

- The Charlotte-Mecklenburg Police Foundation is a non-profit, volunteer organization dedicated to strengthening Charlotte-Mecklenburg Police Department (CMPD) services and promoting public safety in the Charlotte-Mecklenburg area.
- CMPD seeks City Council approval to accept a donation in the amount of \$374,594 for the following initiatives:

#### NARCAN (\$10,000)

- NARCAN is a Food and Drug Administration (FDA) approved emergency treatment for opioid overdose, which may be administered orally, intravenously, or as a nasal spray.
- The funding will be used to supply 325 CMPD personnel with NARCAN nasal spray as a treatment should they come into contact with drugs laced with fentanyl.
- Fentanyl is a synthetic opioid or painkiller that was developed in the 1960s, reportedly 100 times more powerful than morphine and between 30 to 50 times more powerful than heroin.
- Because of the high potency of fentanyl and the numerous ways it can be introduced into the body both intentionally and accidentally, law enforcement agencies are seeking ways to provide extra protection for their police officers.
- Across the country, there has been a rise in people overdosing on drugs such as heroin, methamphetamine, and cocaine laced with fentanyl.
- CMPD intends to administer NARCAN as a nasal spray when CMPD personnel are exposed to fentanyl, which seems easiest and the most effective manner to administer the drug.

#### Pistol Lights (\$218,404)

- CMPD plans to purchase 825 mounted flashlights for every police officer assigned to patrol on its second and third shifts.
- The benefits for the police officers are increased accuracy over traditional flashlight techniques, the ability to assess threats in low light situations, and increased accuracy with pistol use due to the proper hand placement required to manipulate the light kit properly.

---

**Agenda #: 27.File #: 15-6542 Type: Consent Item**

---

Vehicle Mitigation Barriers (\$146,190)

- Meridian anti-vehicle barriers are placed on the outer perimeter of large crowds at special events, sporting facilities, crowd management, and other public safety scenarios.
- The barriers can be deployed quickly by two police officers and can be configured in different ways to protect all types of geography while not proving fatal to a driver as a result of a crash incident.
- CMPD wishes to purchase 16 anti-vehicle barriers, two trailers, and all related hardware and equipment.

**Fiscal Note**

Funding: Charlotte-Mecklenburg Police Foundation

**Attachment(s)**

Budget Ordinance

ORDINANCE NUMBER: \_\_\_\_\_

AN ORDINANCE TO AMEND ORDINANCE NUMBER 9104-X, THE 2017-2018 BUDGET ORDINANCE, PROVIDING AN APPROPRIATION FROM THE CHARLOTTE-MECKLENBURG POLICE FOUNDATION

---

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

Section 1. That the sum of \$374,594 is hereby available from the Charlotte-Mecklenburg Police Foundation:

Fund: 2600

Project: 3050000098

Source: 2000

Type: 20001000

Year: 2018

Munis String: 2600-30-30-0000-000000-000000-000-470150.

Section 2. That the sum of \$374,594 is hereby appropriated to:

General Grants and LTD Project Fund: 2600

Project: 3050000098-9008000000

Munis String: 2600-30-30-3090-305000-000000-000-530500.

Section 3. All ordinances in conflict with this ordinance are hereby repealed.

Section 4. This ordinance shall be effective upon adoption.

Approved as to form:

---

City Attorney



**Agenda Date:** 9/25/2017

---

**Agenda #:** 28. **File #:** 15-6239 **Type:** Consent Item

---

## **Tasers and Related Products Contract**

### **Action:**

- A. Approve additional expenditures under an existing City contract with Axon Enterprise, Inc. in the estimated amount of \$2,703,462.72 to provide tasers and related products for the Charlotte Mecklenburg Police Department (CMPD),**
- B. Authorize the City Manager to approve price adjustments and further amend the contract consistent with the purpose for which the contract was awarded, and**
- C. Adopt a budget ordinance appropriating \$2,320,212.43 into the Capital Equipment Fund.**

### **Staff Resource(s):**

Kerr Putney, Police  
Stephen Willis, Police

### **Explanation**

- On January 13, 2014, City Council approved a contract with Taser International, Inc. (now Axon Enterprise, Inc.) for the purchase of tasers and related products for an initial term of five years with two additional, one-year renewal options.
  - If all currently-available renewals are exercised, the contract will expire on January 12, 2021.
- The City now wishes to purchase tasers and products, which will increase total spending over the span of the current contract to \$2,703,462.72 to replace all (1,743) end-of-life CMPD tasers.
- The original contract of \$175,000 annually was used to purchase tasers for additional police recruits.
- The contract was competitively solicited in 2013 on behalf of the City and the Charlotte Cooperative Purchasing Alliance (CCPA).
  - CCPA is a City-run cooperative purchasing program that reduces costs by leveraging aggregate purchasing volume from numerous public agencies.
- The ongoing annual expenditures from the General Fund to repay the Municipal Debt Service Fund over five years beginning in FY 2019 are estimated to be \$540,693.

### **Charlotte Business INclusion**

No subcontracting goal was established for this contract amendment because there are no subcontracting opportunities (Part D: Section 6 of the Charlotte Business INclusion Policy.)

### **Fiscal Note**

Funding: General Capital Equipment Fund



---

**Agenda #:** 28.**File #:** 15-6239 **Type:** Consent Item

---

**Attachment(s)**  
Budget Ordinance

ORDINANCE NO. \_\_\_\_\_

That the sum of \$2,320,212.43 for tasers and related products capital equipment purchases will be appropriated in the General Capital Equipment Fund and funded by a loan from the Municipal Debt Service Fund. The General Capital Equipment Fund in the amount of \$2,320,212.43 will be repaid by the General Fund over the next five years.

---

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

- Section 1. That the sum of \$2,320,212.43 is hereby estimated to be available from the Municipal Debt Service Fund for tasers and related products capital equipment fund purchases.
- Section 2. That the sum of \$2,320,212.43 is hereby appropriated to:  
General Capital Equipment Fund: 4500  
Munis String: 4500-30-30-3020-000000-000000-000-530170.
- Section 3. All ordinances in conflict with this ordinance are hereby repealed.
- Section 4. This ordinance shall be effective upon adoption.

Approved as to form:

\_\_\_\_\_  
City Attorney



**Agenda Date:** 9/25/2017

---

**Agenda #:** 29. **File #:** 15-6082 **Type:** Consent Item

---

## **Fire Radiological Decontamination Apparatus**

### **Action:**

- A. Approve the purchase of a fire radiological decontamination truck body from a cooperative purchasing contract as authorized by G.S. 143-129(e)(3), and**
- B. Approve a unit price contract, in an amount not to exceed \$400,000, with VT Hackney Inc. for the purchase of a fire radiological decontamination truck body under the National Joint Powers Alliance contract 090512-VTH.**

### **Staff Resource(s):**

Pete Key, Fire  
Kevin Gordon, Fire

### **Cooperative Purchasing Exemption**

NC S.L. 2001-328, effective January 1, 2002, authorizes competitive group purchasing.

### **Explanation**

- Approve the purchase of a radiological decontamination truck for radiological or nuclear incidents, both locally and regionally, to be used by Charlotte Fire.
- The new radiological decontamination truck will provide support and equipment for emergency worker decontamination stations in six different locations, carry additional equipment such as meters, decontamination waste disposal containers, portal monitors, plastic sheeting, and support other hazardous materials incidents as needed.
- Fire will utilize a current cab and chassis that is being taken out of service, and will have the current body removed by the vendor and replaced with a new body, creating an estimated savings of \$280,000.
- The current truck body being removed from the cab chassis has been determined to have a fair market value of no more than \$1,000. The current body will be disposed of through private sale to the vendor; doing so is the most cost effective means because it allows the City to avoid added costs to dispose of and/or haul the chassis to auction.
- VT Hackney Inc. has a contract, awarded through the National Joint Powers Alliance, which allows the City to receive goods at the best possible price.

### **Charlotte Business INclusion**

These are cooperative purchasing contracts and are exempt (Part A: Appendix 27 of the Charlotte Business INclusion Policy).

### **Fiscal Note**

Funding: General Capital Equipment Replacement Fund



**Agenda Date:** 9/25/2017

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**Agenda #:** 30. **File #:** 15-6465 **Type:** Business Item

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## **2016 Assistance to Firefighters Grant**

### **Action:**

- A. Authorize the City Manager to accept a grant in the amount of \$771,273.00 from the U.S. Department of Homeland Security, Federal Emergency Management Agency, and**
- B. Adopt a budget ordinance appropriating \$771,273.00 in Department of Homeland Security Grant funds.**

### **Staff Resource(s):**

Pete Key, Fire  
Kevin Gordon, Fire

### **Explanation**

- The Assistance to Firefighters Grant is a competitive federal grant program that the Charlotte Fire Department (CFD) applies for annually.
- CFD will use the grant funds to replace thermal imaging cameras and purchase bail-out kits for each of our 1,050 firefighters.
- Our current thermal imaging cameras are over 15 years old and utilize out of date technology.
- The bail-out kits, which are used to get firefighters out of harm's way when stairs and ladders are unavailable, will be a new purchase for Charlotte Fire as this equipment has previously not been utilized.
- The total amount of the grant award is \$848,400. The City is required to provide a local match of \$77,127, which is funded from CFD's operating budget.

### **Fiscal Note**

Funding: Assistance to Firefighters Grant and Charlotte Fire Department Operating Budget

### **Attachment(s)**

Budget Ordinance

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND ORDINANCE NUMBER 9104-X, THE 2017-2018 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF \$771,273 FROM THE U.S. DEPARTMENT OF HOMELAND SECURITY.

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

- Section 1. That the sum of \$771,273 is available from the US Department of Homeland Security
- Section 2. That the sum of \$771,273 is hereby appropriated to the General Grants and LTD Project Fund (2600):  
Project: 3110000004  
Source: 1000  
Type: 10001200  
Year 2018
- Section 3. That the existence of this project may extend beyond the end of the fiscal year. Therefore, this ordinance will remain in effect for the duration of the project and funds are to be carried forward to subsequent fiscal years until all funds are expended or the project is officially closed.
- Section 4. All ordinances in conflict with this ordinance are hereby repealed.
- Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

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City Attorney



**Agenda Date: 9/25/2017**

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**Agenda #: 31. File #: 15-6266 Type: Consent Item**

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## **Lakeview-Reames Intersection Improvements**

### **Action:**

**Approve a contract in the amount of \$655,000 with Kimley-Horn and Associates, Inc. for design services for the Lakeview-Reames Intersection Project.**

### **Staff Resource(s):**

Mike Davis, Engineering and Property Management  
Fran West, Engineering and Property Management

### **Explanation**

- This contract will provide design services for the Lakeview-Reames Intersection Improvement Project identified and prioritized during the Sunset/Beatties Ford Road Comprehensive Neighborhood Improvement Program.
- This project will include a roundabout at the intersection of Lakeview Road and Reames Road and a sidewalk along Lakeview Road from Reames Road to Beatties Ford Road.
- Improvements will include, but are not limited to:
  - Roundabout,
  - Sidewalks,
  - Bicycle lanes,
  - Storm drainage,
  - Utility relocations,
  - Right-of-way/easements, and
  - Traffic control.
- On February 17, 2014, the City issued a Request for Qualifications (RFQ); 20 proposals were received from interested professional services providers.
- Kimley-Horn and Associates, Inc. is the best qualified firm to meet the City's needs on the basis of demonstrated competence and qualification of professional services in response to the RFQ requirements.
- On May 23, 2016, the City Council approved a contract in the amount of \$302,113 to Kimley-Horn and Associates, Inc. for planning services for the Lakeview-Reames Intersection Improvement Project.
- Kimley-Horn and Associates, Inc. has completed the planning phase which included traffic analysis, public meetings and outreach, conceptual plans, field surveys, and mapping.

### **Charlotte Business INclusion**

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**Agenda #: 31.File #: 15-6266 Type: Consent Item**

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The City negotiates participation after the proposal selection process (Part C: Section 2.1(h) of the Charlotte Business Inclusion Policy). Kimley-Horn and Associates, Inc. has committed 13.37 percent (\$87,585) of the total contract price to the following firms:

- Boyle Consulting Engineers, PLLC (SBE) (\$1,150) (geotechnical services)
- Hinde Engineering, Inc. (SBE) (\$86,435) (utility coordination)

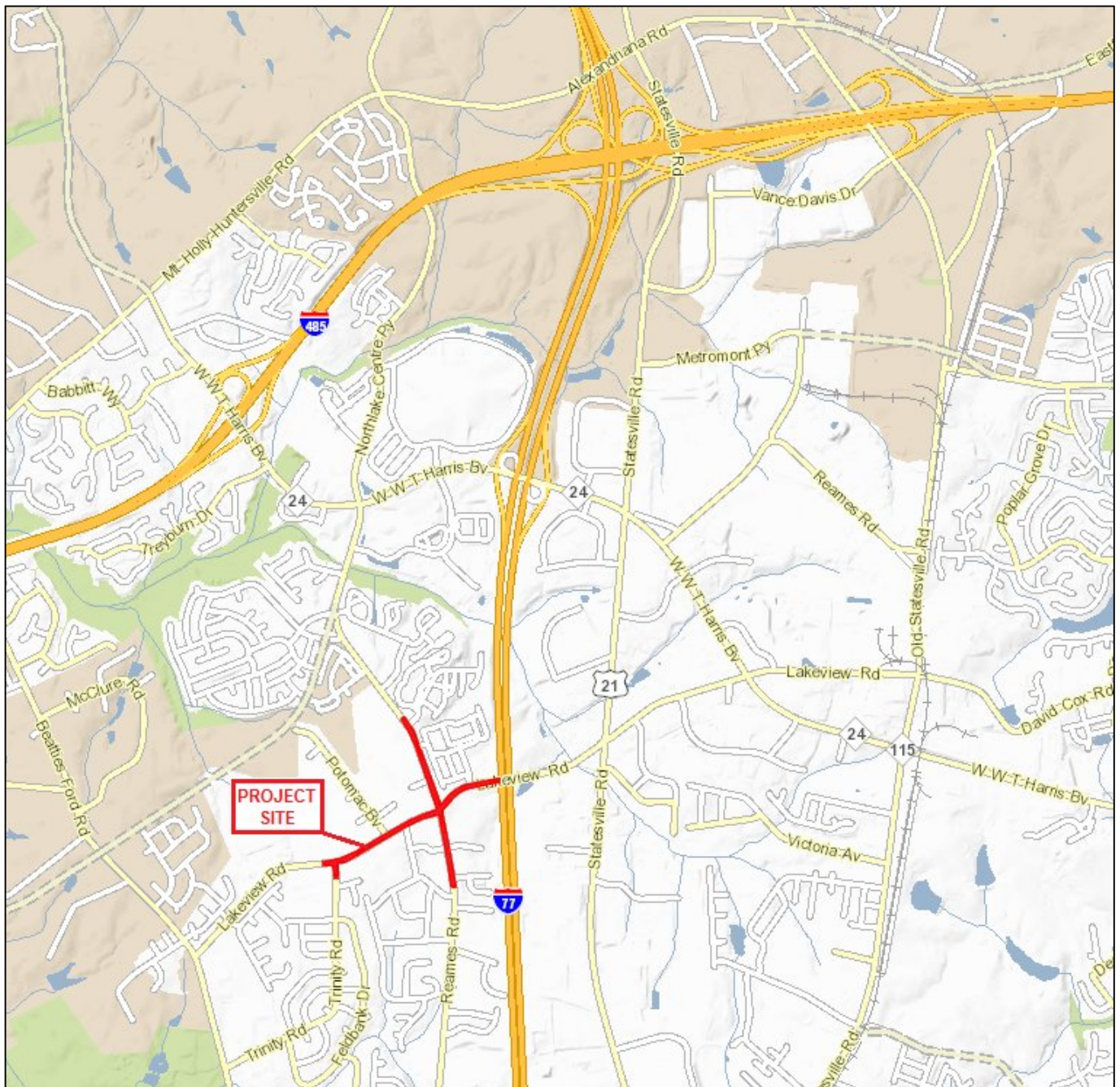
**Fiscal Note**

Funding: General Community Investment Plan

**Attachment(s)**

Map





**Location Map: Lakeview-Reames Road  
Intersection Improvements  
(Council District 2)**



**Agenda Date:** 9/25/2017

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**Agenda #:** 32. **File #:** 15-6197 **Type:** Consent Item

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## **Private Developer Funds for Traffic Signal Improvements**

### **Action:**

**Adopt a budget ordinance appropriating \$12,500 in private developer funds for traffic signal improvements and related work.**

### **Staff Resource(s):**

Liz Babson, Transportation  
Debbie Smith, Transportation

### **Explanation**

- Private developer funding is for traffic signals, upgrades, and related work associated with developer projects.
- CK Cato Industrial #1 LLC is fully funding traffic signal installations and improvements to mitigate traffic impacts at the intersection of Wilkinson Boulevard and Old Dowd Road.
- The above signal meets the same criteria as other traffic signals approved by the City.
- Payments made by the developers are in response to estimates of work prepared by the Charlotte Department of Transportation (CDOT) and supplied to the developers.
- 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 this signal as part of the existing signal system in the area.

### **Fiscal Note**

Funding: Private Developer Contributions

### **Attachment(s)**

Map  
Budget Ordinance





ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND ORDINANCE NUMBER 9104-X, THE 2017-2018 BUDGET ORDINANCE PROVIDING  
AN APPROPRIATION OF \$12,500 FOR TRAFFIC SIGNAL MODIFICATIONS AND IMPROVEMENTS

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

- Section 1. That the sum of \$12,500 hereby estimated to be available from the following private developer sources:  
CK Cato Industrial #1, LLC (\$12,500)
- Section 2. That the sum of \$12,500 is hereby appropriated in the General Capital Investment Fund (4001) into the following projects:  
Sig Mod Wilkinson and Old Dowd - 4292000316 (\$12,500)
- Section 3. That the existence of this project may extend beyond the end of the fiscal year. Therefore, this ordinance will remain in effect for the duration of the project and funds are to be carried forward to subsequent fiscal years until all funds are expended or the project is officially closed.
- Section 4. All ordinances in conflict with this ordinance are hereby repealed.
- Section 5. This ordinance shall be effective upon adoption.

Approved as to form:

\_\_\_\_\_  
City Attorney



**Agenda Date:** 9/25/2017

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**Agenda #:** 33.**File #:** 15-6224 **Type:** Consent Item

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## Cross Charlotte Trail Planning Services

### **Action:**

**Approve a contract in the amount of \$211,060 with Kimley-Horn and Associates, Inc. for planning services for the Orr Road to Rocky River Road segment of the Cross Charlotte Trail Project.**

### **Staff Resource(s):**

Mike Davis, Engineering and Property Management  
Joe Frey, Engineering and Property Management  
Sharon Buchanan, Engineering and Property Management

### **Explanation**

- The Cross Charlotte Trail (XCLT) will consist of a combination of new and existing greenways connected by new urban trails to form a continuous pathway extending approximately 26 miles across the City of Charlotte.
- This contract provides planning services for a segment as identified in the XCLT Master Plan from Orr Road to Rocky River Road (approximately 2.5 miles). The planning services include, but are not limited to:
  - Public involvement,
  - Design parameters,
  - Base mapping,
  - Natural resources review and geotechnical investigations, and
  - Alternatives analysis.
- On October 25, 2016, the City issued a Request for Qualifications (RFQ); eight proposals were received from interested professional service providers.
- Kimley-Horn and Associates, Inc. is the best qualified firm to meet the City's needs on the basis of demonstrated competence and qualification of professional services in response to the RFQ requirements.

### **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). Kimley-Horn and Associates, Inc. has committed 10.19% (\$21,500) of the total contract amount to the following firms:

- CMW Design Strategies, PLLC (SBE) (\$1,500) (landscape architecture)
- Hinde Engineering, Inc. (SBE) (\$8,000) (utility coordination)
- James Mauney & Associates, PA (SBE) (\$8,000) (survey and mapping)
- Boyle Consulting Engineers, PLLC (SBE) (\$4,000) (geotechnical investigations)

### **Fiscal Note**

Funding: General Community Investment Plan

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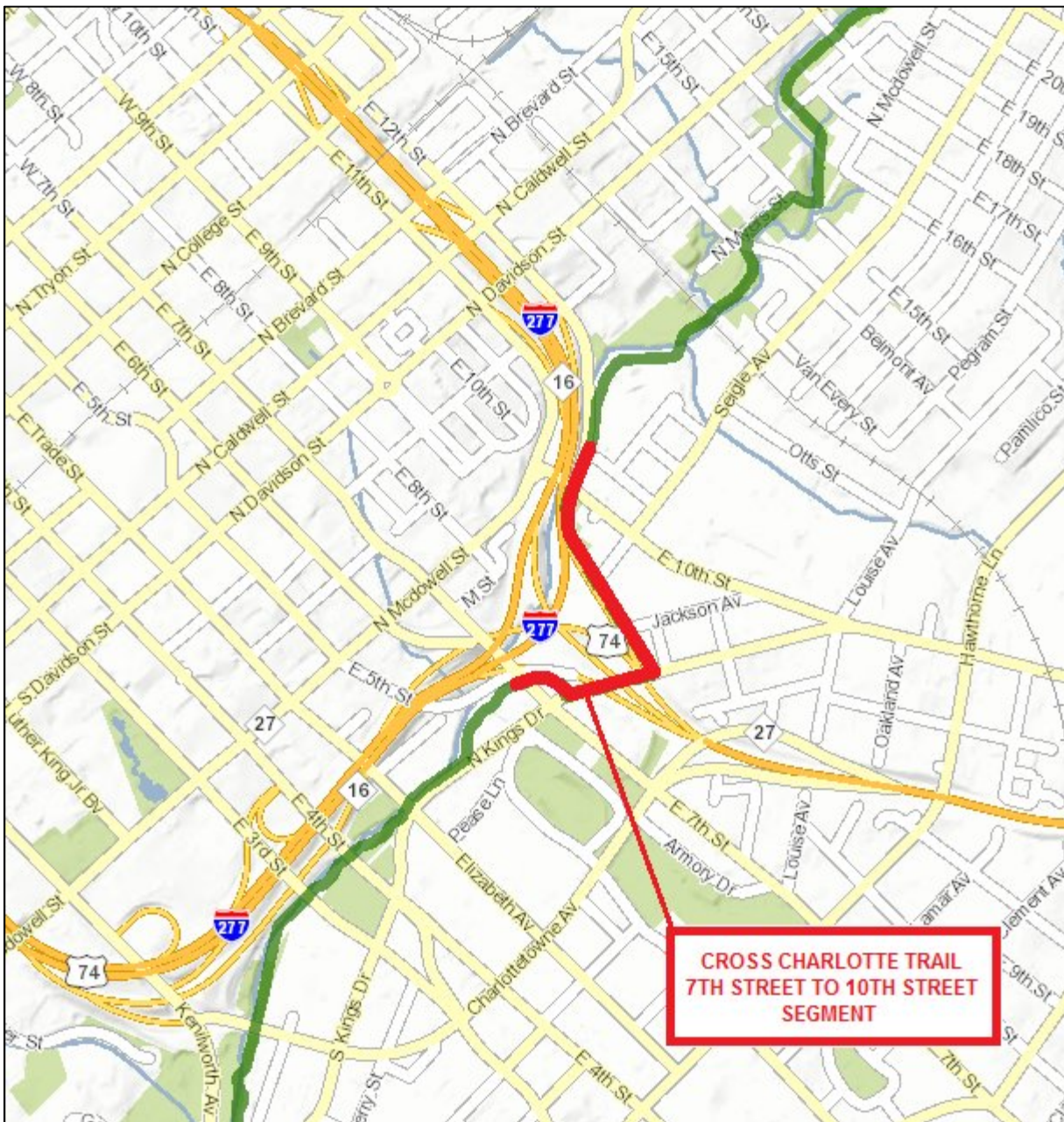
**Agenda #:** 33.**File #:** 15-6224 **Type:** Consent Item

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**Attachment(s)**

Map





**Location Map: Cross Charlotte Trail Design Services  
(Council District 1)**





**Agenda Date:** 9/25/2017

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**Agenda #:** 34. **File #:** 15-6263 **Type:** Consent Item

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## **Johnston Oehler Road Farm to Market Landscaping**

### **Action:**

**Award a contract in the amount of \$208,380.03 to the lowest responsive bidder Roundtree Companies, LLC for the Johnston Oehler Road Farm-to-Market Landscaping project.**

### **Staff Resource(s):**

Mike Davis, Engineering and Property Management  
Leslie Bing, Engineering and Property Management

### **Explanation**

- This project will include the installation of large and small trees, shrubs and ground cover plants within the medians and planting strips along Johnston Oehler Road from west of Prosperity Ridge Road to Mallard Creek Road.
- On July 5, 2017, the City issued an Invitation to Bid; three bids were received from interested service providers.
- Roundtree Companies, LLC was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by first quarter 2018.

### **Charlotte Business INCLUSION**

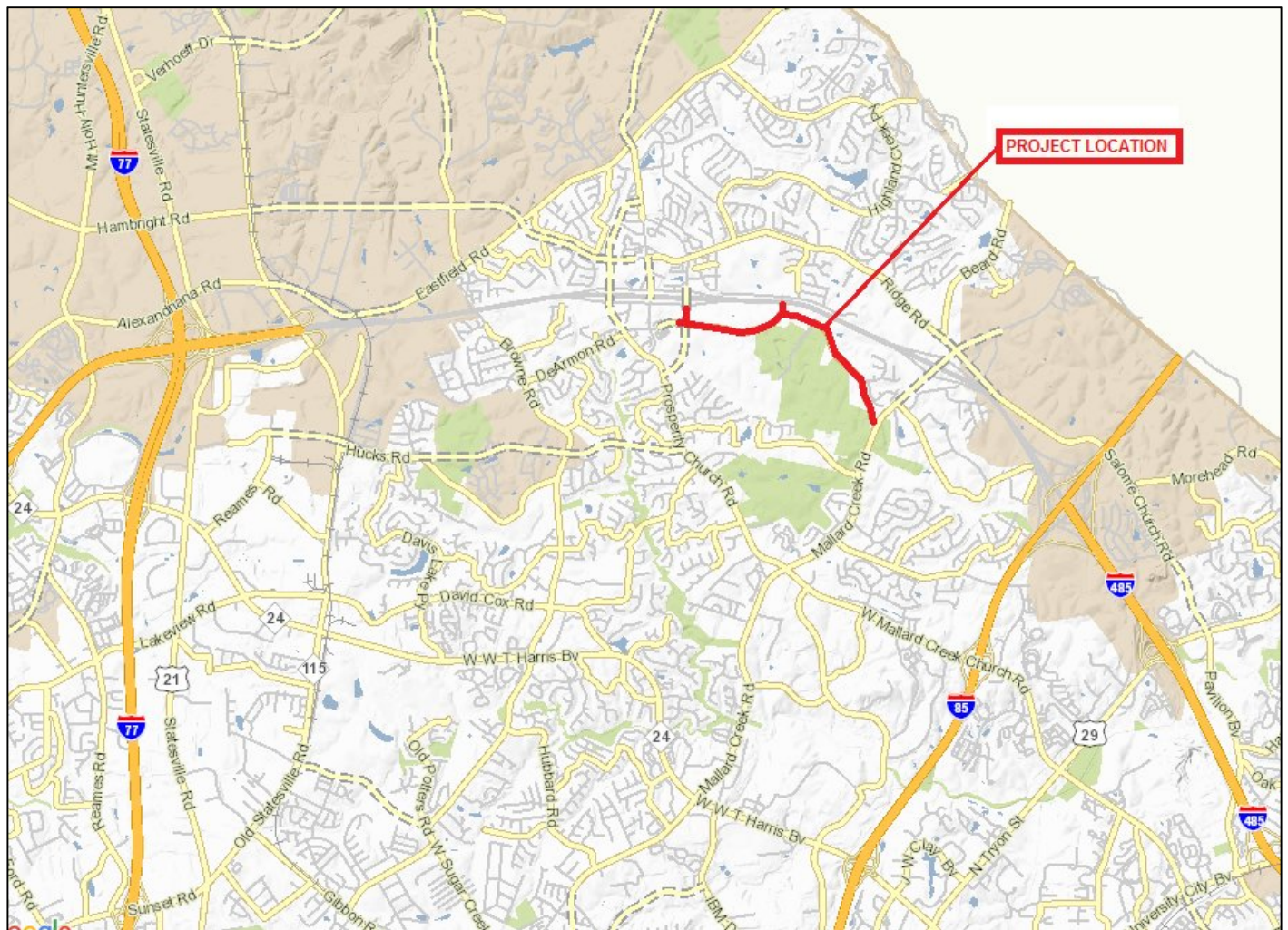
No subcontracting goals were established because there are no opportunities (Part C: Section 2.1(a) of the Charlotte Business INCLUSION Policy). Roundtree Companies, LLC is a City SBE.

### **Fiscal Note**

Funding: General Community Investment Plan

### **Attachment(s)**

Map



**Location Map: Johnston Oehler Road Farm-to-Market (Landscaping) (Council District 4)**



**Agenda Date: 9/25/2017**

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**Agenda #: 35. File #: 15-6154 Type: Consent Item**

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## **Storm Water Repair and Improvements Fiscal Year 2018-A**

### **Action:**

- A. Award a contract in the amount of \$2,528,321.86 to the lowest responsive bidder United of Carolinas, Inc. for the Storm Water Repair and Improvement Fiscal Year 2018-A, and**
- B. Authorize the City Manager to approve up to two renewals and to amend the contract consistent with the purpose for which the contract was approved.**

### **Staff Resource(s):**

Mike Davis, Engineering and Property Management  
Susan Tolan, Engineering and Property Management

### **Explanation**

- This contract is part of an ongoing program to provide repairs and/or improvements 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 and/or property damage.
  - The necessary repairs for each project are designed and a work order prepared including an estimated list of quantities.
- Approximately 40-50 projects may be constructed from this contract if the City exercises the two renewals for a total contract term that may not exceed three years. The number may vary depending on the nature and extent of the repairs actually constructed.
- On July 21, 2017, the City issued an Invitation to Bid; four bids were received from interested service providers.
- United of Carolinas, Inc. was selected as the lowest responsive, responsible bidder.

### **Charlotte Business INclusion**

Established SBE Goal: 18.00%

Committed SBE Goal: 18.00%

United of Carolinas, Inc. has identified SBEs on its project team, and for each work order issued, committed 18.00% of the total contract amount to the following certified firms:

- Armadillo Construction, LLC (SBE) (pipe)
- Cesar A Leon, L.L.C. (SBE, MBE) (hauling)
- R.R.C. Concrete, Inc (SBE, MBE) (concrete)
- Streeter Trucking Company, Inc. (SBE, MBE) (hauling)

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**Agenda #: 35.File #: 15-6154 Type: Consent Item**

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Established MBE Goal: 6.00%

Committed MBE Goal: 6.00%

United of Carolinas, Inc. has identified MBEs on its project team, and for each work order issued, committed 6.00% of the total contract amount to the following certified firms:

- Cesar A Leon, L.L.C. (SBE, MBE) (hauling)
- R.R.C. Concrete, Inc (SBE, MBE) (concrete)
- Streeter Trucking Company, Inc. (SBE, MBE) (hauling)

**Fiscal Note**

Funding: Storm Water Community Investment Plan



**Agenda Date:** 9/25/2017

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**Agenda #:** 36. **File #:** 15-5944 **Type:** Consent Item

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## **Charlotte Water Rate Model Financial Consulting Services**

### **Action:**

- A. Approve a contract with Raftelis Financial Consultants, Inc. for rate model financial consulting services for an initial term of three years, and**
- B. Authorize the City Manager to renew the contract for up to two, one-year terms with possible price adjustments and to amend the contract consistent with the purpose for which the contract was approved.**

### **Staff Resource(s):**

Barry Gullet, Charlotte Water  
Shawn Coffman, Charlotte Water  
Chad Howell, Charlotte Water

### **Explanation:**

- Council approved the current methodology used to calculate water and sewer rates and fees in 2011.
- Annually, rate consultants are used to project water consumption and apply the approved methodology.
- The rate consultants also assist in conducting sensitivity analysis to assure a high probability that the projected rates and fees will produce the projected amount of revenue needed.
- On April 3, 2017, the City issued a Request for Proposals; two responses were received. Raftelis Financial Consultants, Inc. was found to be the most qualified firm.
- The estimated annual expenditures under this contract are approximately \$128,000.

### **Charlotte Business INclusion**

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

### **Fiscal Note**

Funding: Charlotte Water Operating Budget



**Agenda Date: 9/25/2017**

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**Agenda #: 37. File #: 15-6078 Type: Consent Item**

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## **Charlotte Water Metering Equipment**

### **Action:**

- A. Approve the purchase of water meters, registers, transmitters and replacement meter parts, as authorized by the sole source exemption of G.S. 143-129 (e)(6),**
- B. Approve unit price contracts with Badger Meter, Inc., Mueller Systems, LLC, HD Supply Waterworks, LTD, and Itron, Inc. for the purchase of water meters, registers, transmitters and replacement meter parts for the initial term of two years,**
- C. Approve a contract with Itron, Inc. for maintenance for as long as the City uses the equipment, and**
- D. Authorize the City Manager to renew the contracts with Badger Meter, Inc., Mueller Systems, LLC, HD Supply Waterworks, LTD, and Itron, Inc. for up to three one-year terms with possible price adjustments and to amend the contract consistent with the purpose for which the contract was approved.**

### **Staff Resource(s):**

Barry Gullet, Charlotte Water  
David Czerr, Charlotte Water

### **Sole Source Exemption**

- G.S. 143-129 (e) (6) provides that formal bidding requirements do not apply when:
  - Performance or price competition are not available;
  - A needed product is available from only one source or supply; or
  - Standardization or compatibility is the overriding consideration.
- Sole sourcing is necessary for this contract because there is only one supply source. Badger Meter, Inc., Mueller Systems, LLC, and HD Supply Waterworks, LTD are the only authorized distributors for each brand of meter. Itron, Inc. is the only manufacturer for its brand of meter reading equipment.
- The City Council must approve purchases made under the sole source exception.

### **Explanation**

- The four contracts will provide parts for routine replacement of worn, broken, and malfunctioning water meter parts, registers, transmitters, and new installations on residential, commercial, and industrial meters.
- The replacement meter parts, registers, and transmitters must be compatible with the existing meters.
- Total annual expenditures for equipment are estimated to be \$1,400,000; total estimated annual

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**Agenda #: 37.File #: 15-6078 Type: Consent Item**

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maintenance costs are \$82,000.

- All radio equipment and related components require compatibility with the City and County systems.
- Annual price adjustments will be negotiated and mutually agreed upon.

**Charlotte Business INclusion**

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

**Fiscal Note**

Funding: Charlotte Water Community Investment Plan and Operating Budget





**Agenda Date:** 9/25/2017

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**Agenda #:** 38. **File #:** 15-6119 **Type:** Consent Item

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## **Franklin Water Treatment Plant Rehabilitation**

### **Action:**

**Award a contract in the amount of \$651,923 to the lowest responsive bidder, The Harper Corporation-General Contractors, for the Franklin Water Treatment Plant Rehabilitation project.**

### **Staff Resource(s):**

Barry Gullet, Charlotte Water  
Ron Hargrove, Charlotte Water

### **Explanation**

- The City owns and maintains three water treatment plants in Mecklenburg County. The Franklin Water Treatment Plant is located along the Brookshire Freeway in Charlotte.
- This contract provides for the rehabilitation of metal components, pumps, motors, and drive mechanisms for the clarifiers and thickeners.
- On May 18, 2017 the City issued an Invitation to Bid; two bids were received.
- The project was re-advertised on July 27, 2017; two bids were received.
- The Harper Corporation-General Contractors was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be completed by the second quarter of 2018.

### **Charlotte Business INclusion**

No subcontracting goals were established because there are no subcontracting opportunities (Part B: Section 2.3 of the Charlotte Business INclusion Policy).

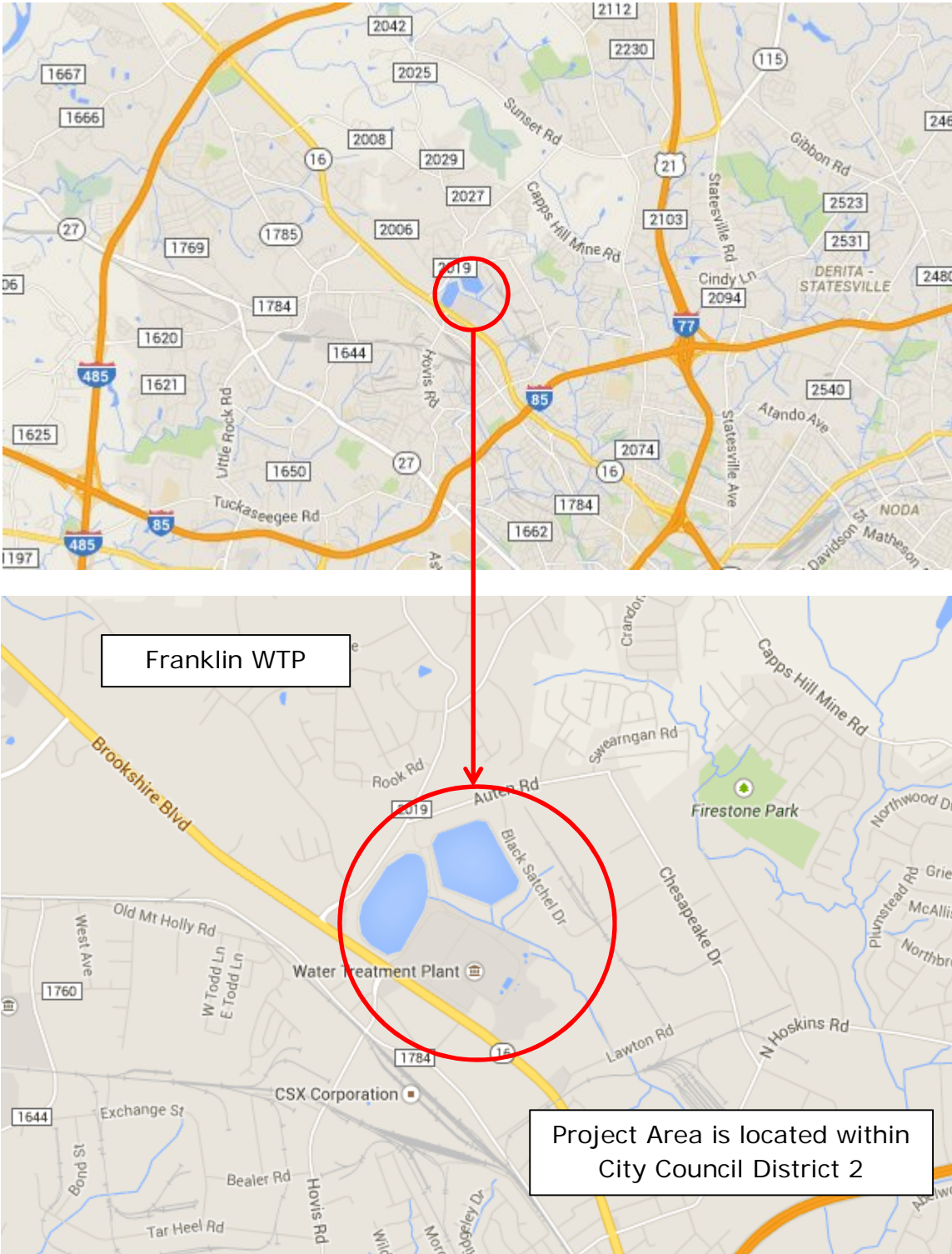
### **Fiscal Note**

Funding: Charlotte Water Community Investment Plan

### **Attachment(s)**

Map

Franklin Water Treatment Plant Rehabilitation – Map





**Agenda Date: 9/25/2017**

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**Agenda #: 39. File #: 15-6196 Type: Consent Item**

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## **UNC Charlotte Reclaimed Water Project Partnership Agreement and Design Services Contract**

### **Action:**

- A. Authorize the City Manager to negotiate and execute a contract between the City of Charlotte and University of North Carolina at Charlotte Related to Design and Construction of a Reclaimed Water Pipeline, and**
- B. Approve a contract in the amount of \$718,770 with Hazen & Sawyer for the design, permitting, and bidding of the University of North Carolina at Charlotte reclaimed water line.**

### **Staff Resource(s):**

Barry Gullet, Charlotte Water  
Carl Wilson, Charlotte Water

### **Explanation**

- University of North Carolina at Charlotte (UNCC) plans to purchase reclaimed water from the Charlotte Water Mallard Creek Wastewater Treatment Plant (WWTP) near the UNCC campus.
- UNCC has a goal of conserving potable water and Charlotte Water has a goal of protecting the environment and effectively managing water resources.
- This agreement will provide Charlotte Water a benefit by reducing the amount of potable water being transferred to the Rocky River basin which is an inter basin transfer (IBT). The estimated potable water demand reduction at the UNCC campus is about 640,000 gallons per day.
- Per this agreement, UNCC will receive up to 53 million gallons per year of reclaimed water from Charlotte Water. This will provide a cost savings to UNCC as a reduction of their monthly potable water bill.
- UNCC has approval from their governing board to reimburse Charlotte Water for up to \$5,000,000 for the design and construction of the extension of the reclaimed water system from the Mallard Creek WWTP to a metering point on the UNCC campus.
  - Preliminary Engineering Study completed in November 2015 estimated the construction cost of this reclaimed water line to be \$4,580,000. However, total project cost will be refined based on final design.
  - If total costs are less than \$5 million, then UNCC is prepared to cover the entire cost of the project.
  - If total cost is more than \$5 million, Charlotte Water will consider paying the difference based on environmental benefits and IBT management between the Catawba and Yadkin river basins.

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**Agenda #: 39.File #: 15-6196 Type: Consent Item**

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- Pursuant to the agreement, if UNCC should terminate the agreement prior to the project being constructed, UNCC is required to pay all the project costs up to the date of the termination.
- Once the reclaimed water line is in operation, Charlotte Water and UNCC will negotiate an operation agreement, which is anticipated to be presented for Council action in the winter of 2020.

**Background**

- The State of North Carolina adopted a Water Reuse Policy under G.S. 143.355.5 that encourages the reuse of treated wastewater effluent to replace potable water in non-potable applications to supplement existing surface and ground water supplies.
- On December 16, 2013, the City issued a Request for Qualifications; six responses were received. Hazen & Sawyer was found to be the most qualified firm.

**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). Hazen and Sawyer committed 25.42% (\$182,700) of the total contract amount to the following certified firms:

- Survey & Mapping Control, Inc. (SBE) (\$102,040) (field surveying)
- Hinde Engineering, Inc. (SBE) (\$29,760) (traffic control & private utility coordination)
- Avioimage Mapping Services (SBE) (\$25,000) (aerial mapping)
- Sweetwater Utility Exploration LLC (SBE) (\$20,900) (subsurface utility locates)
- Mid Carolina Reprographics (SBE) (\$5,000) (reproduction, copying)

**Fiscal Note**

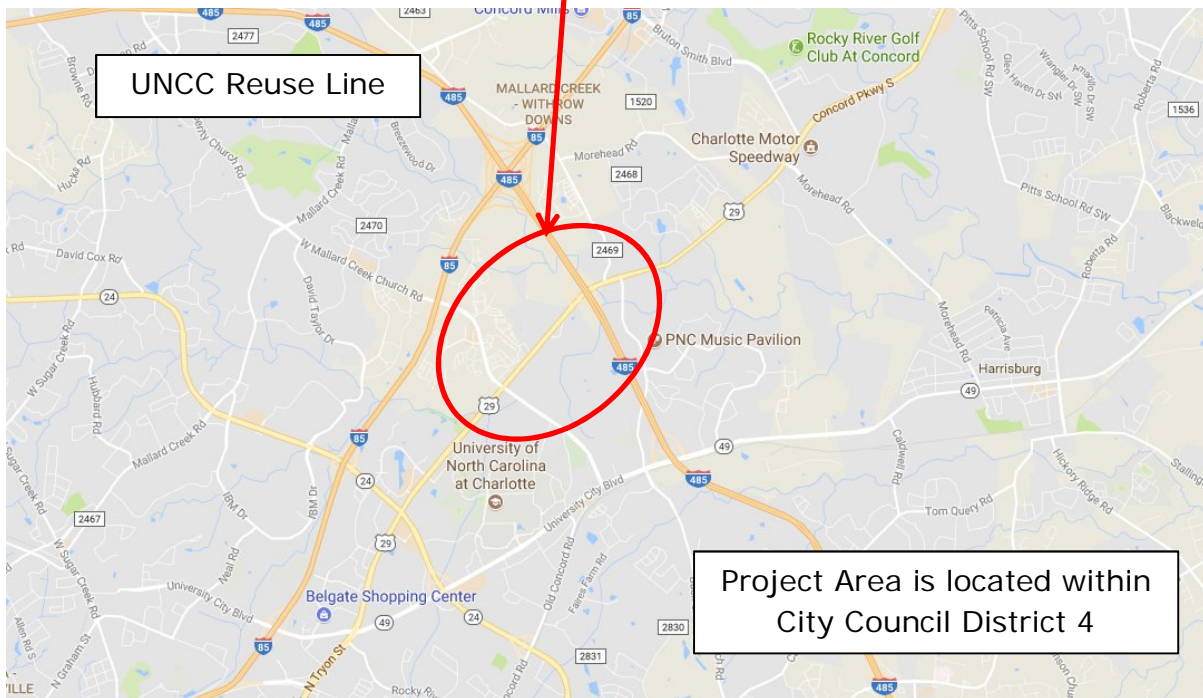
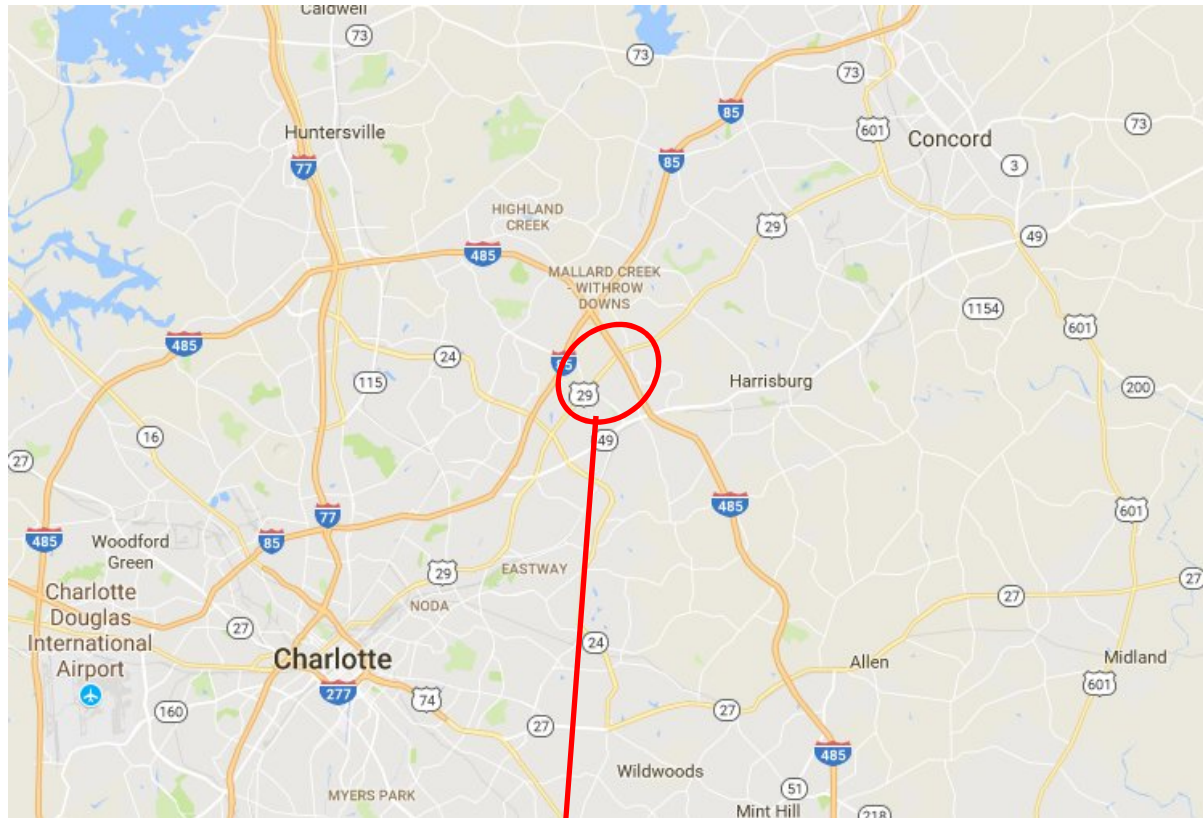
Funding: Charlotte Water Community Investment Plan

**Attachment(s)**

Map



# Ratify Partnership Agreement With UNCC for Reclaimed Water and Approve a Professional Services Agreement with Hazen & Sawyer – Map





**Agenda Date: 9/25/2017**

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**Agenda #: 40.File #: 15-6198 Type: Consent Item**

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## **Charlotte Water Digital Message Board System**

### **Action:**

- A. Approve a contract with TechVentures, LLC, to provide and implement a digital message board system for as long as the City uses the system,**
- B. Authorize the City Manager to approve price adjustments and amend the contract consistent with the purpose for which the contract was awarded,**
- C. Authorize the City Manager to purchase maintenance and support for as long as the City uses the system, and**
- D. Authorize the City Manager to purchase such additional software licenses, services, and hardware as needed from time to time to optimize the City's use of the system, and to approve other amendments consistent with the purpose for which the contract was approved, including price adjustments.**

### **Staff Resource(s):**

Barry Gullet, Charlotte Water  
Shawn Coffman, Charlotte Water

### **Explanation**

- This contract will augment existing communication methods for Charlotte Water employees across 16 locations across Mecklenburg County.
- The contract includes installation and configuration of the application; 50 playback devices; system and database configuration; on-site training; web-based training; and five years of software and playback device maintenance.
- On December 13, 2016, the City issued a Request for Proposals (RFP); four proposals were received from interested service providers.
- The selection committee determined that TechVentures, LLC best meets the City's needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- Estimated expenditures with TechVentures, LLC for licensing and implementing the system are \$177,669. Estimated expenditures for annual maintenance and support are \$9,825; subject to adjustments as authorized by the contract.
- This system may be implemented at other City Departments.
- Additional hardware and services are required to complete this project using existing contracts. Overall costs for the project are estimated at \$355,000.

### **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).

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**Agenda #:** 40.**File #:** 15-6198 **Type:** Consent Item

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**Fiscal Note**

Funding: Charlotte Water Community Investment Plan





**Agenda Date: 9/25/2017**

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**Agenda #: 41. File #: 15-6217 Type: Consent Item**

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## **Airport Bus Contract Extension**

### **Action:**

**Authorize the City Manager to renew the contract for two additional, one-year terms and to amend the contract consistent with the purpose for which the contract was approved.**

### **Staff Resource(s):**

Brent Cagle, Aviation  
Jack Christine, Aviation

### **Explanation**

- On May 12, 2014, City Council approved a three-year contract with Carolina Thomas, LLC to provide Cutaway and Low Floor Shuttle Buses for Airport shuttle services.
  - The contract was written with two, one-year term extensions, which was not included as part of City Council's approval on May 12, 2014.
- At this time, following a satisfactory experience with Carolina Thomas, LLC; approval is requested authorizing the City Manager to renew the contract for two additional, one-year terms.
- Annual contract expenditures are estimated to be \$2,200,000.

### **Fiscal Note**

Funding: Aviation Community Investment Plan



**Agenda Date:** 9/25/2017

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**Agenda #:** 42. **File #:** 15-5943 **Type:** Consent Item

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## **Airport Concourse Seating Replacement**

### **Action:**

- A. Approve the purchase of Terminal Concourse Seating , as authorized by the sole source exemption of G.S. 143-129 (e)(6),**
- B. Approve a unit price contract with Arconas for the purchase of seating for the term of three years, and**
- C. Authorize the City Manager to renew the contract for up to two additional, one-year terms with possible price adjustments and to amend the contract consistent with the purpose for which the contract was approved.**

### **Staff Resource(s):**

Brent Cagle, Aviation  
Jack Christine, Aviation

### **Sole Source Exemption**

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

### **Explanation**

- The Aviation Department will replace seating throughout the Terminal as part of the concourse renovation projects over the next three years. The seats will have amenities for travelers, including in-seat charging stations.
- This contract will purchase 6,600 new seats to replace the existing seats.
- The Arconas seat was chosen in order to be consistent with American Airline's design standards.
- The unit price contract includes the assembly and installation of the seating.
- Estimated contract expenditures are \$7,500,000.

### **Charlotte Business INclusion**

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

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**Agenda #:** 42.**File #:** 15-5943 **Type:** Consent Item

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**Fiscal Note**

Funding: Aviation Community Investment Plan



**Agenda Date: 9/25/2017**

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**Agenda #: 43. File #: 15-6268 Type: Consent Item**

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## **Airport Terminal Traffic Control Services**

### **Action:**

- A. Approve the purchase of Traffic Control Services from a cooperative purchasing contract as authorized by G.S. 143-129(e)(3),**
- B. Approve a unit price contract extension with G4S for the purchase of Traffic Control Services for a term of up to 90 days under the General Services Administration, Federal Supply Schedule 084, Special Item No. 246-54: Guard Services, Contract #:GS-07F-0382K,**
- C. Approve a contract with Allied Universal Security Services for Traffic Control Services for an initial term of three years, and**
- D. Authorize the City Manager to renew the Allied Universal Security contract for up to two, one-year terms with possible price adjustments and to amend the contract consistent with the purpose for which the contract was approved.**

### **Staff Resource(s):**

Brent Cagle, Aviation  
Jack Christine, Aviation

### **Cooperative Purchasing Exemption**

NC S.L. 2001-328, effective January 1, 2002, authorizes competitive group purchasing.

### **Explanation**

#### **Action A**

- On February 13, 2017, City Council approved a contract with G4S Security for Traffic Control Services for the term of 181 days.
  - G4S has a contract awarded through General Services Administration that offers competitively obtained contracts to public agencies nationwide.
- The Airport is requesting up to a 90 day extension with G4S to allow for transition to the new service provider.
- Expenditures for this extension are estimated at \$200,000.

#### **Action B**

- On April 25, 2017, the City issued a Request for Proposal (RFP) for Airport Terminal Traffic Control Services. In response to the RFP, the City received nine proposals from interested service providers.
- Allied Universal Security Services best meets the City's needs in terms of qualifications,

experience, cost, staffing and operations plans, and responsiveness to RFP requirements.

- Upon satisfactory performance, the contract allows up to two additional, one-year terms at prices to be negotiated based on market conditions.
- Annual expenditures are estimated to be \$1,436,000.

**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).

Allied Universal Security has committed 4.98% (\$214,392) of the total contract amount to the following certified firm:

- Southeastern Public Safety Group, Inc. (SBE) (\$214,392) (security guard services)

**Fiscal Note**

Funding: Aviation Operating Budget



**Agenda Date: 9/25/2017**

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**Agenda #: 44. File #: 15-6270 Type: Consent Item**

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## **Airport Landside Operation Plan**

### **Action:**

**Approve a contract not to exceed \$335,979 with Ricondo & Associates, Inc. to provide a comprehensive 20-year Airport Landside Operation Plan.**

### **Staff Resource(s):**

Brent Cagle, Aviation  
Jack Christine, Aviation

### **Explanation**

- On June 22, 2016, the City issued a Request for Qualifications for the Airport Parking Study; five firms submitted a proposal.
- The City selected Innovat International Inc. (formerly DAA USA International, Inc.) and Ricondo and Associates based on experience, qualifications, and project proposal.
  - On August 28, 2016, City Council approved a contract with Innovat International Inc. to complete the Airport Strategic Parking Business Plan.
- Ricondo and Associates will complete a Landside Operation Plan, which will provide planning, environmental, and operational solutions for the entire Airport landside operation. Landside operations include parking facilities, offsite parking vendors, commercial ground transportation providers, airport roadway traffic, access roads, etc.
- On January 30, 2017, the Airport entered into contract with Ricondo & Associates to provide initial data and information collection analysis. The Airport requested this analysis be performed separate from the full study in an effort to determine the cost and impact that the master plan would have for the Airport.
- This contract will provide the full scope of the landside operation plan including:
  - Analysis of existing and future parking facility demand, parking product locations and usage, size, and capacity with recommendations that take into consideration the Airport Master Plan and Airport Area Strategic Development Plan,
  - Future planning for commercial ground transportation requirements (i.e. transportation network companies, taxicabs, courtesy shuttles, etc.),
  - Operational analysis to include busing operations interface, challenges specific to each parking facility, and use and location of credit card payment machines and manual payment options,
  - Roadway traffic forecasts and analyses of traffic demands on existing roadways and intersections, and
  - Employee parking allocation, location, utilization.
- Contract expenditures are estimated to not exceed \$335,979.

**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).

Ricondo & Associates, Inc. has committed 18.91% (\$63,543) of the total contract amount to the following certified firm:

- Zapata-LJB, PLLC (MBE) (\$63,543) (parking and data collection services)

**Fiscal Note**

Funding: Aviation Community Investment Plan





**Agenda Date:** 9/25/2017

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**Agenda #:** 45. **File #:** 15-6317 **Type:** Consent Item

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## **Refund of Property Taxes**

### **Action:**

**Adopt a resolution authorizing the refund of property taxes assessed through clerical or assessment error in the amount of \$382.24.**

### **Staff Resource(s):**

Randy Harrington, Management and Financial Services  
Scott Greer, Management and Financial Services

### **Explanation**

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

### **Attachment(s)**

Taxpayers and Refunds Requested  
Resolution Property Tax Refunds

**Taxpayers and Refunds Requested**

WILLIAMS, WARREN

\$	382.24
<hr/>	
\$	382.24
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## **A RESOLUTION AUTHORIZING THE REFUND OF PROPERTY TAXES**

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

1. The City-County Tax Collector has collected property taxes from the taxpayers set out on the list attached to the Docket.
2. The City-County Tax Collector has certified that those taxpayers have made proper demand in writing for refund of the amounts set out on the schedule within the required time limits.
3. The amounts listed on the schedule were collected through either a clerical or assessment error.

NOW, THEREFORE, BE RESOLVED by the City Council of the City of Charlotte, North Carolina, in regular session assembled this 25th day of September 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.



**Agenda Date:** 9/25/2017

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**Agenda #:** 46. **File #:** 15-6230 **Type:** Consent Item

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## Meeting Minutes

**Action:**

**Approve the titles, motions, and votes reflected in the Clerk's record as the minutes of:**

- **August 28, 2017, Business Meeting**

**Staff Resource(s):**

Stephanie Kelly, City Clerk's Office



**Agenda Date: 9/25/2017**

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**Agenda #: 47.File #: 15-6166 Type: Consent Item**

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## **Transfer of City-owned Property at 829 Belmont Avenue**

### **Action:**

- A. Approve the transfer of 0.17 acre of vacant land at 829 Belmont Avenue (parcel identification number 081-099-05) to Mecklenburg County, and**
- B. Authorize the City Manager to negotiate and execute all documents necessary to complete the transfer.**

### **Staff Resource(s):**

Mike Davis, Engineering and Property Management  
Tony Korolos, Engineering and Property Management

### **Explanation**

- A transfer of 829 Belmont Avenue to Mecklenburg County for the Little Sugar Creek Greenway is requested for approval.
  - The transfer will include a deed restriction requiring the property be used only for open area and/or stream improvement and enhancement.
- The property is a vacant parcel located in the Belmont neighborhood and was acquired in 2005 by foreclosure for nonpayment of loans issued by the City. The residence was subsequently demolished.
- It has been determined the property is not suitable for affordable housing due to topography, and the presence of a surface water improvement and management buffer, post construction buffer and floodplain covering the majority of the property.
- A value estimate of the property established a fair market value of approximately \$21,000 due to title issues and other encumbrances including topography, buffer and floodplain.
- The Planning Committee of the Charlotte Mecklenburg Planning Commission approved the Planning staff's recommendation the property be used for the Little Sugar Creek Greenway.
- The transfer is consistent with *City Council's City-Owned Real Estate and Facilities Policy* because it supports the development of the Mecklenburg County greenway in the Belmont Neighborhood.

### **Attachment(s)**

Map

829 Belmont Avenue

Council District 1





**Agenda Date: 9/25/2017**

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**Agenda #: 48. File #: 15-5988 Type: Consent Item**

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## **Sale of City-owned Property on South Mint Street**

### **Action:**

- A. Adopt a resolution approving the private sale of two City-owned parcels in the 800 block of South Mint Street (parcel identification numbers 073-042-17 and 073-042-18) to GSLH Charlotte Realty Holdings, LLC, for \$610,000,**
- B. Authorize the City Manager to negotiate and execute all documents necessary to complete the sale of the property, and**
- C. Adopt a budget ordinance appropriating the sale proceeds for Belk Greenway Connector reimbursement.**

### **Staff Resource(s):**

Mike Davis, Engineering and Property Management  
Tony Korolos, Engineering and Property Management

### **Explanation**

- GSLH Charlotte Realty Holdings, LLC (GSLH) has proposed to purchase two vacant City-owned parcels (parcel identification numbers 073-042-17 and 073-042-18) comprising 5,277 square feet. The parcels will be incorporated into GSLH's adjacent mixed-use redevelopment of the block bounded by South Mint Street, West Stonewall Street, South Tryon Street and I-277.
- The two City-owned parcels were appraised together in May 2017, with a revision performed in July 2017, for \$610,000.
- The City has planned the Belk Greenway Connector to connect the Cross Charlotte Trail through Uptown. The proposed alignment of the Connector is immediately adjacent to the GSLH redevelopment and the two City-owned parcels.
- As part of the purchase offer, GSLH will donate a trail easement for the Belk Greenway Connector from South Mint Street to South Church Street. During site construction, GSLH will perform trail preparation in the easement area, including construction of a retaining wall and completion of rough grading. The City will reimburse GSLH according to City policy for the work performed related to the trail. Proceeds from the sale of the two properties will be encumbered to help finance the reimbursement, which will not exceed \$610,000.
- The offer from GSLH includes the following terms:
  - Price of \$610,000,
  - A revision to Approved Plan that includes a trail easement must be approved by the City prior to closing, and
  - Closing shall occur no later than October 1, 2017. A separate GSLH contract closing is contingent upon the successful closing of this transaction.
- As part of the mandatory referral process, the Planning Commission reviewed the transaction on July 18, 2017, and provided no additional comments.



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**Agenda #: 48.File #: 15-5988 Type: Consent Item**

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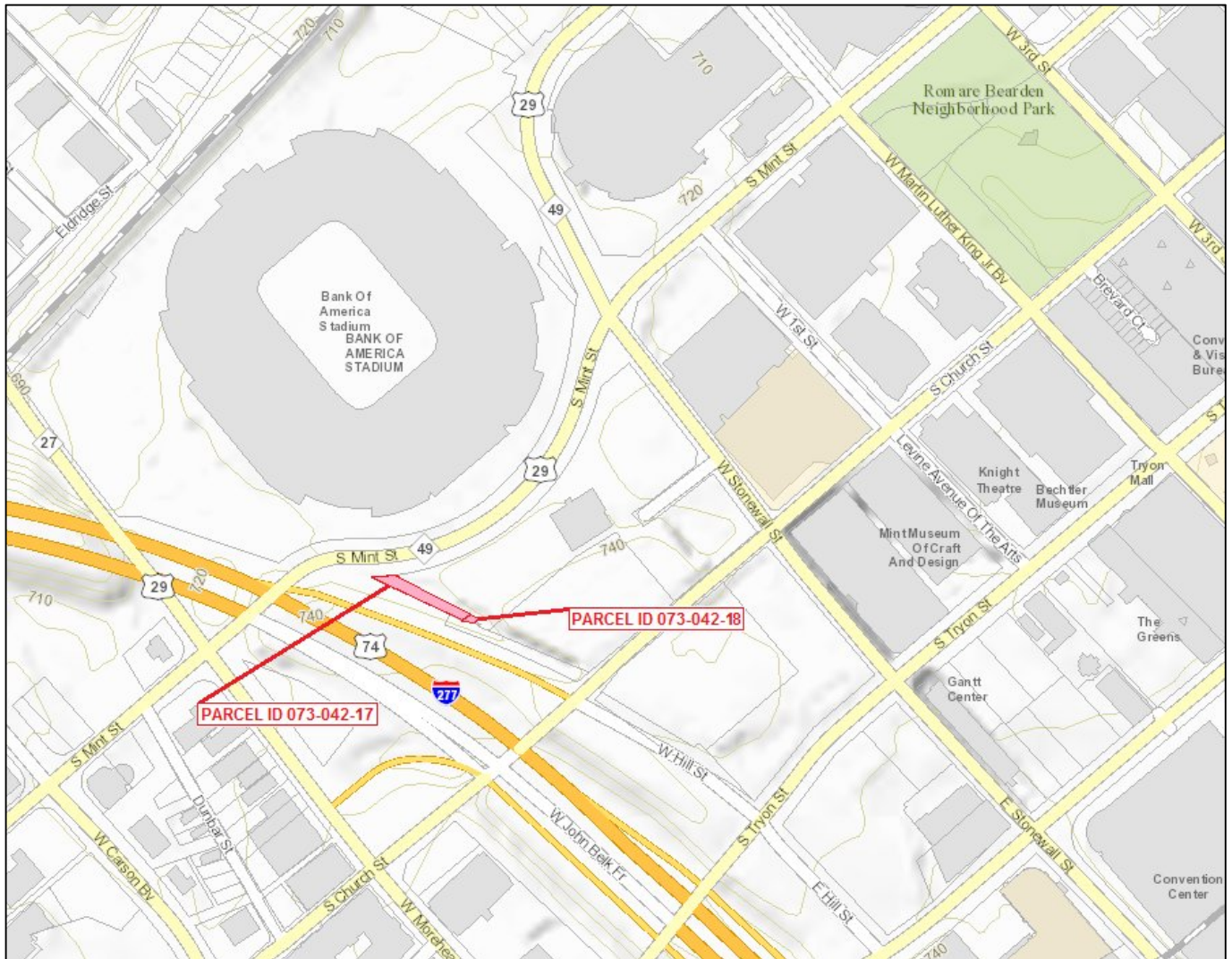
- This transaction is consistent with the *City-Owned Real Estate and Facilities Policy*, adopted by City Council in June 2017.

**Fiscal Note**

Funding: Private Developer Funds

**Attachment(s)**

Map  
Budget Ordinance  
Resolution



**Location Map: Sale of City-owned Property on South Mint Street  
(Council District 2)**

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND ORDINANCE NUMBER 9104-X, THE 2017-2018 BUDGET ORDINANCE PROVIDING AN APPROPRIATION OF \$610,000 FOR THE SALE OF TWO CITY-OWNED PARCELS IN THE 800 BLOCK OF SOUTH MINT STREET TO GSLH CHARLOTTE REALTY HOLDINGS, LLC

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

- Section 1. That the sum of \$610,000 hereby estimated to be available from GSLH Charlotte Realty Holdings, LLC
- Section 2. That the sum of \$610,000 is hereby appropriated in the General Capital Investment Fund (4001) into the project Belk Greenway Connector Phase 2 - 4288600016  
GL: 4001-42-42-4288-428860-000000-000-530500
- 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 AUTHORIZING THE CONVEYANCE OF 5,277 SQUARE FEET OF  
VACANT PROPERTY TO GSLH CHARLOTTE REALTY HOLDINGS, LLC

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WHEREAS, the City of Charlotte owns two adjacent vacant properties, together consisting of 5,277 square feet, located in the 800 block of South Mint Street, across from Bank of America Stadium in uptown Charlotte, North Carolina, and having tax identification numbers 073-042-17 and 073-042-18 (the "Property"); and

WHEREAS, GSLH Charlotte Realty Holdings, LLC ("GSLH"), a North Carolina limited liability company, is redeveloping the remainder of the block in which the Property is located and desires to purchase the Property to include it within the adjoining new mixed use development; and

WHEREAS, the City has planned to construct the Belk Greenway Connector trail (the "Connector") to continue the Cross Charlotte Trail through this portion of uptown, the alignment of which is adjacent to the Property and to the new GSLH planned redevelopment; and

WHEREAS, GSLH has proposed to purchase the Property for its appraised fair market value of \$610,000; and

WHEREAS, in addition, GSLH has agreed to construct infrastructure for the Connector in the block between South Church Street and South Mint Street during its redevelopment project, and to provide easements to the City for the Connector between South Church Street and South Mint Street; and

WHEREAS, City of Charlotte Charter §8.22 authorizes the City to convey real property by private sale when it determines that the sale will advance or further any Council-adopted urban revitalization or land use plan or policy; and

WHEREAS, the City Council of the City of Charlotte has determined that the sale of the Property to GSLH will advance its Council-adopted 2020 Center City Vision Plan's goal to connect the Little Sugar Creek Greenway to the Irwin Creek Greenway, and its Transportation Action Update and Charlotte BIKES plans, both of which emphasize connectivity; and

WHEREAS, the City and GSLH have negotiated and agreed upon terms for the City to convey the Property to GSLH, and for GSLH to construct infrastructure for the Connector and provide the City with easements for the same, subject to being reimbursed by the City for the costs of construction, per CDOT's reimbursement policy; and

WHEREAS, notice of the proposed transaction was advertised at least ten days prior to the adoption of this Resolution.

NOW THEREFORE, BE IT RESOLVED by the City Council for the City of Charlotte, pursuant to §8.22 of the City of Charlotte Charter, that it hereby authorizes the private sale of the above referenced Property as follows:

1. The City Manager or his Designee is authorized to execute all documents necessary to convey the Property described above to GSLH Charlotte Realty Holdings, LLC or its affiliate, upon the terms advertised.
2. The consideration for this conveyance is the purchase price to be paid in the amount of \$610,000, along with construction of infrastructure for the Connector and conveyance of easements associated therewith, according to the Purchase and Sale Agreement between the City and GSLH.



**Agenda Date: 9/25/2017**

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**Agenda #: 49. File #: 15-6335 Type: Consent Item**

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## **Reference - Charlotte Business INClusion Policy**

The following excerpts from the City's Charlotte Business INClusion Policy are intended to provide further explanation for those agenda items which reference the Charlotte Business INClusion Policy in the business meeting agenda.

### **Part A: Administration & Enforcement**

**Appendix Section 20: Contract:** For the purposes of establishing an MWSBE subcontracting goal on a Contract, the following are examples of contract types:

- Any agreement through which the City procures services from a Business Enterprise, other than Exempt Contracts.
- Contracts include agreements and purchase orders for (a) construction, re-construction, alteration and remodeling; (b) architectural work, engineering, surveying, testing, construction management and other professional services related to construction; and (c) services of any nature (including but not limited to general consulting and technology-related services) , and (d) apparatus, supplies, goods or equipment.
- The term "Contract" shall also include Exempt Contracts for which an SBE, MBE or WBE Goal has been set.
- Financial Partner Agreements, Development Agreements, and Construction Manager-at-Risk Agreements shall also be deemed "Contracts," but shall be subject to the provisions referenced in the respective Parts of the Charlotte Business INClusion Program Policy.

**Appendix Section 27: Exempt Contracts:** Contracts that fall within one or more of the following categories shall be "Exempt Contracts" from all aspects of the Charlotte Business INClusion Policy, unless the Department responsible for procuring the Contract decides otherwise:

**No Competitive Process Contracts:** Contracts or purchase orders that are entered into without a competitive process, or entered into based on a competitive process administered by an entity other than the City shall be Exempt Contracts, including but not limited to contracts that are entered into by sole sourcing, piggybacking, buying off the North Carolina State contract, buying from a competitive bidding group purchasing program as allowed under G.S. 143-129(e)(3), or using the emergency procurement procedures established by the North Carolina General Statutes.

**Managed Competition Contracts:** Managed competition contracts pursuant to which a City Department or division competes with Business Enterprises to perform a City function shall be Exempt Contracts.

**Real Estate Leasing and Acquisition Contracts:** Contracts for the acquisition or lease of real estate shall be Exempt Contracts.

**Federal Contracts Subject to DBE Requirements:** Contracts that are subject to the U.S. Department

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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.



**Agenda Date: 9/25/2017**

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**Agenda #: 50. File #: 15-6336 Type: Consent Item**

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## **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.



**Agenda Date: 9/25/2017**

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**Agenda #: 51. File #: 15-6337 Type: Consent Item**

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## **Reference - Property Acquisitions and Condemnations**

- The City has negotiated in good faith to acquire the properties set forth below
- For acquisitions, the property owner and staff have agreed on a price based on appraisals and/or estimates.
- In the case of condemnations, the value was established by an independent, certified appraisal followed by a third-party appraisal review.
- Real Estate staff diligently attempts to contact all property owners by:
  - Sending introductory letters via regular and certified mail,
  - Making several site visits,
  - Leaving door hangers and business cards,
  - Seeking information from neighbors,
  - Searching the internet,
  - Obtaining title abstracts, and
  - Leave voice messages.
- For most condemnation cases, City staff and the property owner(s) have been unable to reach a settlement. In some cases, condemnation is necessary to ensure a clear title to the property.
- If the City Council approves the resolutions, the City Attorney's office will initiate condemnation proceedings. As part of the condemnation process, real estate staff and the City Attorney's Office will continue to negotiate, including court-mandated mediation, in an attempt to resolve the matter. Most condemnation cases are settled by the parties prior to going to court.
- If a settlement cannot be reached, the case will proceed to a trial before a judge or jury to determine "just compensation."
- Full text of each resolution is on file with the City Clerk's Office.
- The definition of easement is a right created by grant, reservation, agreement, prescription, or necessary implication, which one has in the land of another, it is either for the benefit of land, such as right to cross A to get to B, or "in gross," such as public utility easement.
- The definition of fee simple is an estate under which the owner is entitled to unrestricted powers to dispose of the property, and which can be left by will or inherited, commonly, synonym for ownership.