



Boards & Commissions 2020

A photograph of the Charlotte skyline at dusk, featuring several prominent skyscrapers like the Bank of America Corporate Center and the Wells Fargo Center. The sky is a mix of blue and orange from the setting sun. The lower half of the image is covered by a dark teal gradient overlay.

Objectives

- New changes to boards and commissions
- Application and nomination processes update
- A look ahead to February

New in 2020

- The annual report template was implemented to create uniform submission to the Council
- Templates were successful: 85% of boards submitted using the template
- Demographic reports will be provided with the application packets
- Members who did not meet attendance requirements in 2019 prohibited from serving again for 12 months

Committee Name: _____

Period of time this report covers: _____

Committee Chair: _____

Committee Members:

Name	Term Period	Special Category

The main goals and objectives for the Committee:

- 1.
- 2.
- 3.

Charges or tasks of the Committee (Action items for the reporting year)

Summary of accomplishments:

- 1.
- 2.
- 3.

List of activities in progress including upcoming events/discussions:

- 1.
- 2.
- 3.

Issues that need to be addressed:

Recommendations to the City Council:

37 Boards & Commissions

- **Airport Advisory Committee***
- Alternative Compliance Review Committee
- Bechtler Arts Foundation
- Bicycle Advisory Committee
- Business Advisory Committee
- Charlotte Area Fund Board of Directors
- Charlotte Business INClusion Advisory Committee
- Charlotte Community Capital Loan Fund
- INLIVIAN
- Charlotte International Cabinet
- Charlotte Mecklenburg Public Access Corporation
- Charlotte Regional Visitors Authority
- Charlotte Tree Advisory Committee
- Citizens Review Board
- Citizens' Transit Advisory Group
- Civil Service Board
- Community Relations Committee
- **Development Review Board***
- Domestic Violence Advisory board
- Firemen's Relief Board of Trustees
- Historic District Commission
- Historic Landmarks Commission
- **Housing Advisory Board of Charlotte Mecklenburg***
- Housing Appeals Board
- Keep Charlotte Beautiful
- Mint Museum Board of Trustees
- NASCAR Hall of Fame Advisory Committee
- Neighborhood Matching Grants Fund
- Passenger Vehicle for Hire
- Planning Commission
- Privatization/Competition Advisory Committee
- Public Art Commission
- Storm Water Advisory Committee
- Transit Services Advisory Committee
- Waste Management Advisory Board
- Zoning Board Of Adjustment

**Inactive or in transition*



CITY OF CHARLOTTE
DEPARTMENT NAME

MEMO

TO: Mayor / City Council
FROM: Chair of XYZ Board
DATE: XXXX
RE: Recommendations for Nominations to the XYZ Advisory Board

We are aware City Council is considering applicants for vacant positions on the XYZ Board. With assistance from the staff advisor for our Board, we have reviewed the applications submitted and wish to make the following recommendations based on the individual's prior service to the Board and/or their qualifications, background and indicated willingness to serve. Ultimately, we understand the Mayor and City Council can appoint anyone they deem qualified to serve.

Incumbents eligible for reappointment:

Of the incumbents eligible for reappointment, we recommend the following:
Jane Doe (1) - Recommended
Harry Sullivan (7) - Recommended
Jessica Means (2) - Recommended

Additional applicants recommended:

Steven Hawk (3) - Recommended
Joseph Tallent (4) - Recommended

If you have any questions or require additional information, please feel free to contact me at 704-XXX-XXX or xxx@charlottenc.gov.

Coming up in February

- The vacancy announcement for City Council board vacancies has been advertised for the required 4 weeks
- All applications were due January 26, 2020
- The chair of any committee may submit a memo to council recommending a candidate for a vacancy
- Nominations and appointments will occur February 10, and February 24, 2020, respectively

Application Process

- Applicants apply/reapply online through Granicus
- All board members must maintain a 65% attendance average for the calendar year or they are removed from the board
- Members seeking a second term must have attended 75% of all regular, special and subcommittee meetings
- Board members may not serve more than 2 consecutive terms
- Certain boards require candidates to have background checks, take oaths, and/or submit a statement of economic interest


The image shows a screenshot of a 'Profile' form, likely for board members, with the following fields and instructions:

- Profile**
- First Name *** [text input]
- Last Name *** [text input]
- Email Address *** [text input]
- Board Members must be residents of Mecklenburg County. Please provide your home address below:**
- Street Address *** [text input]
- City *** [text input]
- State *** [dropdown menu]
- Postal Code *** [text input]
- Is your mailing address the same as your home address? ***
 - ☐ Yes
 - ☐ No
- Provide preferred mailing address below. If your mailing address is the same as your home address, enter N/A *** [text input]
- Primary Phone ***
 - Home** [dropdown menu]
 - [text input]
- Alternate Phone**
 - Home** [dropdown menu]
 - [text input]

Applicant Review

- City council is informed of all vacancies; reviews position requirements, chair recommendations, and applications
- Incumbents are identified on voting ballots
- Board demographics will be provided in addition to applications

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CHARLOTTE

SEPTEMBER 23, 2019 Sample Ballot

NOMINATIONS TO BOARDS AND COMMISSIONS

BUSINESS ADVISORY COMMITTEE

- One appointment for a partial term for a representative of the Charlotte Regional Business Alliance beginning upon appointment and ending April 28, 2020.
 - Eric Cohen has resigned.

NO RECOMMENDATIONS HAVE BEEN RECEIVED FROM THE CHARLOTTE REGIONAL BUSINESS ALLIANCE.

☐ Other _____

CHARLOTTE BUSINESS INCLUSION ADVISORY COMMITTEE

- One appointment for a partial term for an At-Large member representing a prime construction company beginning upon appointment and ending February 28, 2020.
 - James D. Clayton was removed due to attendance failure.

THE FOLLOWING APPLICANTS CAN BE CONSIDERED AS A PRIME CONSTRUCTION COMPANY REPRESENTATIVE – PLEASE NOMINATE ONE:

☐ Kimberlyn Gardner (3) ☐ Charity Kimmel (6) ☐ Juala Smyth (4)

☐ Other _____

CHARLOTTE-MECKLENBURG PUBLIC ACCESS CORPORATION

- Three appointments for partial terms beginning upon appointment and ending June 30, 2020.
 - Jennifer Ames Stuart has resigned.
 - Bernie Simmons has resigned.
 - Jill Sochacki has resigned.
- Three appointments for partial terms beginning upon appointment and ending June 30, 2022.
 - Theresa A. Halsey is eligible and interested in reappointment.
 - Jamal Harvey is eligible and interested in reappointment.
 - Kris Chambers-Woodruff is eligible, but not interested in reappointment.

PLEASE NOMINATE **SIX**:

<input type="checkbox"/> Faye Barnette-Shell (3)	<input type="checkbox"/> Theresa A Halsey (2) INCUMBENT	<input type="checkbox"/> John Tarrt (7)
<input type="checkbox"/> Jammie Barrett (3)	<input type="checkbox"/> Jamal Harvey (2) INCUMBENT	<input type="checkbox"/> Jacqueline Wade (1)
<input type="checkbox"/> Tyrome Davis (2)	<input type="checkbox"/> Lawrence Hillebrand (1)	<input type="checkbox"/> Christopher Whitten (7)
<input type="checkbox"/> Mairaj Elahi (3)	<input type="checkbox"/> Guy McBride (1)	<input type="checkbox"/> Linda Wright (5)
<input type="checkbox"/> Jakob Gattinger (3)	<input type="checkbox"/> Pamela McCarter (2)	<input type="checkbox"/> Oliver Wright (1)
<input type="checkbox"/> James Green (Towns)	<input type="checkbox"/> Mercedes Smith (County)	<input type="checkbox"/> Other _____

PLEASE SUBMIT YOUR NOMINATIONS TO THE CLERK AT THE BEGINNING OF ACTION REVIEW

Nominations

- Votes are cast on ballots to elect candidates that have applied for the vacancies
- The final ballot contains the name and district of all nominees who received two or more nominations
- Six votes are required to appoint a nominee to a vacancy
- Votes are tallied and a final ballot is presented to Council prior to the next business meeting
- The final appointee is notified by letter of their appointment

Questions?

