



## CURRENT VACANCIES ON BOARDS, COMMITTEES AND COMMISSIONS

April 19, 2018

Release # 6

The City of Durham is seeking interested citizens to serve on the following Boards:

- \*Audit Services Oversight Committee
- \*Carolina Theatre of Durham Board of Trustees
- \*Citizens Advisory Committee
- \*Durham Board of Adjustment
- \*Durham City-County Environmental Affairs Board
- \*Durham Cultural Advisory Board
- \*Durham Homeless Services Advisory Committee
- \*Durham Open Space and Trails Commission
- \*Durham Sports Commission
- \*Housing Appeals Board
- \*Human Relations Commission
- \*Workforce Development Board

**Deadline for receiving applications is May 18, 2018 - 5:00 p.m.**

Due to a term expiring, there will be one (1) vacancy on the **Audit Services Oversight Committee** to represent Business Community with the term to expire on June 30, 2021.

This Committee has been established as an advisory committee to the Department of Audit Services and to the City Manager. The functions of the Audit Services Oversight Committee shall be: to provide oversight responsibilities of the audit function; to serve in an advisory capacity to the City Manager; to facilitate communications among the Council, City Manager, and Director of Audit Services; to ensure internal controls are in place and implemented; to ensure City management implements report recommendations; to review annual audit plan and make recommendations to City Council for approval; to make recommendations for the selection of the external auditor and to review the City's CAFR, management's letter and management's response.

The Committee meets on the 4th Monday of each month at 3:30 p.m. in the Committee Room located on the 2nd Floor of City Hall.

Members serve without compensation and must reside within the corporate City limits.

\*\*\*\*\*

Due to a term expiring, there will be one (1) vacancy on the **Carolina Theatre of Durham Board of Trustees** with skills in the areas of business, finance, arts and culture or community relations. The term will expire on June 30, 2021.

The Carolina Theatre of Durham, Inc. is a nonprofit that operates the City-owned Carolina Theatre. The purpose of the Board of Trustees is to preserve, maintain and operate the Durham Auditorium/Carolina Theatre, a historic, artistic, educational, civic, and enhanced cultural facility that benefits the entire community through film presentations, live performances, and use of the facility by community groups.

The Board meets monthly at 12 noon at the Carolina Theatre located at 309 West Morgan Street.

Members serve without compensation and must reside within the corporate City limits.

\*\*\*\*\*

Due to a resignation and terms expiring, there will be four (4) vacancies on the **Citizens Advisory Committee** with the terms to expire on June 30, 2019 and June 30, 2021.

This committee works to facilitate citizen participation in the planning and implementation of the Durham Community Development Block Grant Program. Residents living anywhere in the Durham city limits are welcomed and encouraged to apply. Applicants residing in predominantly low-to-moderate income neighborhoods or historically targeted areas such as Lyon Park, West End, Walltown, Gattis Street, Morehead Hill, Lakewood, Junction Road, and North East Central Durham are particularly encouraged to apply. We also welcome applications from handicapped persons as well as representatives of the business community, housing community, citizens representing PACs 1 through 5 and other interested civic groups.

The committee meets on the 4th Monday of each month at 6:00 p.m. in the Department of Community Development located at 807 E. Main Street.

Members serve without compensation and must reside within the corporate City limits.

\*\*\*\*\*

Due to terms expiring, there will be two (2) vacancies on the **Durham Board of Adjustment** for one (1) **Regular Member** and one (1) **Alternate Member** with the terms to expire on June 30, 2021.

The Board shall hear applications for use permits and variances, decide appeals of zoning district boundaries and decide appeals of decisions by the administrative officials interpreting the zoning ordinance.

The Board meets on the 4th Tuesday of each month at 8:30 a.m. in the Committee Room located at 101 Hall Plaza. Applicants must be willing to set aside one day a month to serve.

Members serve without compensation and must reside within the corporate city limits.

\*\*\*\*\*

Due to terms expiring, there will be two (2) vacancies on the **Durham City-County Environmental Affairs Board** representing the categories of **Water Resources** and **Solid Waste** with the terms to expire on June 1, 2021

The Board advises both the City and County governments with regard to environmental policies. They educate the public and local officials on environmental issues, performs special studies and projects on environmental questions as requested by City or County governments, facilitates citizen participation in local government deliberations on environmental matters, studies changes in environmental science and law and promotes intergovernmental and public/private cooperation.

The Board meets on the 1<sup>st</sup> Wednesday of each month at 6:00 p.m. in the Committee Room which is located on the 2nd Floor of City Hall.

Members serve without compensation and must reside within the corporate city limits.

\*\*\*\*\*

Due to terms expiring, there will be two (2) vacancies on the **Durham Cultural Advisory Board** with the terms to expire on June 30, 2021.

The Board serves as an advisory body to the City Council and the City Manager and the functions shall be to: (a) assist the City's Office of Economic and Workforce Development and to advise the City regarding the implementation of the Cultural Master Plan; (b) promote economic and workforce development through arts and culture, including the recruitment and retention of cultural non-profit organizations and for-profit cultural businesses. It shall advise on the development of cooperative projects with the Office of Economic and Workforce Development and other departments and agencies to use cultural components to advance these goals; (c) advocate for cultural development; (d) advise the City on funding for local arts and cultural organizations and facilities and advocate for private funding and for federal, state and county funding for Durham cultural organizations, programs and facilities and (e) advise on the implementation of any public art program the City might establish and advise the City on matters relating to public art. Advocate for public and private funding for local cultural organizations and facilities.

The Board meets on the 3rd Wednesday of each month at 3:00 p.m. at the Hayti Heritage Center located at 804 Old Fayetteville St, Durham, NC 27701.

Members serve without compensation and shall be residents or persons who work within the City of Durham and actively contribute to the cultural and economic sectors.

\*\*\*\*\*

Due to terms expiring, there will be two (2) vacancies on the **Durham Homeless Services Advisory Committee** representing the Faith Community and Former Homeless Person. The terms will expire on June 30, 2021.

The purpose of this Committee is to advise the Durham City Council and the Durham Board of County Commissioners on the implementation of collaborative initiatives to prevent and end homelessness in Durham.

The Committee meets on the 4th Wednesday of each month at 3:00 p.m. at the Durham County Human Services Building/414 E. Main Street/2nd floor/Conference Room.

Members serve without compensation and must live within the corporate city limits.

\*\*\*\*\*

Due to a term expiring, there will be one (1) vacancy on the **Durham Open Space & Trails Commission** representing Ward 3. The term will expire on June 30, 2021.

The primary purpose of the Commission shall be to provide advice to the Durham City Council and Board of County Commissioners on matters relating to open space preservation and trail development. In order to provide recreational and environmental benefits for the citizens of Durham County, the Commission shall promote the preservation of valuable open spaces, the preservation of natural vegetation and stream valleys within the urban and rural environment, and the development of trails and other appropriate recreational and transportation facilities for pedestrians and bicycles. The Commission shall promote the protection of the natural environment where appropriate to serve the public interest, with equal consideration for long-term care of the environment and the short-term pressures of growth. In doing so, the Commission shall foster the wise use of the County's natural resources and shall strive to involve all segments of the Durham community.

The Commission meets on the 3rd Wednesday of each month at 7:00 p.m. in the Committee Room/2nd Floor/City Hall. Applicants must reside within the corporate city limits. City and County taxes must not reflect any delinquency at the time of submission of the application; and members serve without compensation.

\*\*\*\*\*

Due to a term expiring, there will be one (1) vacancy on the **Durham Sports Commission** for an owner, general manager, or other individual with senior level decision-making authority for Durham-based businesses and organizations. The term will expire on June 30, 2021.

Additionally, board members should have expertise in sports, fund raising, business or related areas and have the desire, time and expertise to dedicate to the Board.

The Durham Sports Commission is a collaboration of the City of Durham, the County of Durham, the Greater Durham Chamber of Commerce and the Durham Convention & Visitors Bureau. The purpose of the Commission is to provide leadership for sports based initiatives that will create a positive impact and quality of life in Durham and surrounding region.

The Board meets on the 1st Tuesday of the month at 12:00 noon in the Durham Convention & Visitors Bureau located at 212 W. Main Street, #101.

Members serve without compensation and must reside within the corporate City limits.

\*\*\*\*\*

Due to terms expiring, there will be three (3) vacancies on the **Housing Appeals Board** for one (1) **Alternate Member** representing **At-Large**; one **Regular Member** representing **Neighborhood Association** and one (1) **Alternate Member** representing a **Lawyer**. The terms will expire on June 30, 2021.

The Board is made up of eight (8) members and hears appeals on housing code cases and Building Code condemnation cases.

The Board meets the 3rd Wednesday of each month at 5:30 p.m. at the Department of Neighborhood and

Improvement Services, 807 E. Main Street.

Members are compensated \$25 per meeting attended and must reside in the corporate City limits.

\*\*\*\*\*

Due to terms expiring, there will be five (5) vacancies on the **Human Relations Commission** with terms to expire on June 30, 2021 representing the following:

**1 White/European Male**  
**2 Black/African-American Females**

**2 Black/African-American Males**  
**1 Other Racial Ethnic Group Female**

The duties of the Commission are to develop ways to have an atmosphere conducive to the best possible human relations in the community, including but not limited to the following: holding community meetings, conducting educational programs, doing research, and receiving and conciliating discrimination complaints. The new Commissioners would be expected to serve on a subcommittee, meeting at least once monthly, along with attending at least one meeting per month of the full Commission. Attendance is a major prerequisite to serving. Minimum time involved is five hours per month. This Commission acts as a public forum to hear and resolve complaints of human and civil rights in our Community and advises the City Council of these matters.

The composition of the Commission represents the diverse social, economic, gender, sexual orientation, ability, religious affiliations, and racial and ethnic composition of the city and is comprised of six Black/African-Americans, six White/European Americans, two Hispanic/Latino Americans, and two members from a racial/ethnic group not represented by the preceding racial/ethnic categories. The mayor's appointee shall be from any racial/ethnic category. In addition, both genders shall be equally represented but neither by more than fifty-three (53) percent.

The Commission meets on the 1st Tuesday of each month at 7:00 p.m. at the Department of Neighborhood Improvement Services/Golden Belt Building/807 E. Main Street/3rd Floor Conference Room/Suite 2-300.

Members serve without compensation and must reside within the Corporate City limits.

\*\*\*\*\*

Due to terms expiring, there will be three (3) vacancies on the **Workforce Development Board** representing Private Sector with the terms to expire on June 30, 2022.

Private-sector representatives are owners of businesses, chief executives, or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority. They represent businesses, including small businesses, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; and are appointed from among individuals nominated by local business organizations and business trade associations, such as the Greater Durham Chamber of Commerce.

The Board acts as an advisory board to the Durham Workforce Innovation and Opportunity Act (WIOA) programs administered by the City of Durham Office of Economic and Workforce Development and is responsible, by Executive Order of the Governor, to have oversight and policy guidance of the One Stop Career Center and all other Employment and Training activities conducted within the Service Delivery Area (City of Durham and Durham County), that utilize state and/or Federal funds administered by the Governor.

The Committee meets the 4th Thursdays at 8:30 a.m. in the months of January, March, May, July, September

and November at various locations throughout Durham.

Members serve without compensation. Applicants must reside within the limits of Durham County or have their principal place of business within the Durham County limits.

\*\*\*\*\*

**NOTE:  
PROPERTY TAX LISTING MUST BE CURRENT. CITY AND COUNTY TAXES MUST NOT REFLECT ANY  
DELINQUENCY AT THE TIME OF SUBMISSION OF THE APPLICATION.**

To apply, visit the city's web site [www.durhamnc.gov](http://www.durhamnc.gov) and click on Government/Boards, Committees and Commissions. Applications may also be obtained from the City Clerk's Office located on the second floor in City Hall at 101 City Hall Plaza from 8:00 a.m. to 5:00 p.m., Monday through Friday. For additional information, please call (919) 560-4166.

Members of a board, committee or commission shall attend at least fifty percent (50%) of the meetings in a given 12-month period. It shall be the policy of the City Council to remove that appointee in the absence of his/her showing good cause and to make another appointment. This paragraph shall not apply to members of the Human Relations Commission, who are subject to the attendance requirements of Section 34-108(e) of the City Code or boards, committees and commissions that have their attendance requirements addressed through by-laws or an interlocal agreement.

***Notice Under the Americans with Disabilities Act***

*A person with a disability may receive an auxiliary aid or service to effectively participate in city government activities by contacting the ADA Coordinator, voice 919-560-4197, fax 560-4196, TTY 919-560-1200, or [ADA@durhamnc.gov](mailto:ADA@durhamnc.gov), as soon as possible but no later than 48 hours before the event or deadline date.*

**City Clerk's Office  
101 City Hall Plaza  
Durham, NC 27701  
(919-560-4166  
(919-560-4835) (FAC)**