



CURRENT VACANCIES ON BOARDS, COMMITTEES AND COMMISSIONS

December 8, 2023

Release #39

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

- **Durham Affordable Housing Implementation Committee – Application Deadline: December 13, 2023**
- **Durham Cultural Advisory Board – Application Deadline: December 13, 2023**
- **Mayor’s Council for Women – Application Deadline: December 13, 2023**
- **Mayor’s Hispanic/Latino Committee – Application Deadline: December 13, 2023**
- **Human Relations Commission – Application Deadline: December 20, 2023**
- **Durham Workers’ Rights Commission – Application Deadline: December 20, 2023**
- **Participatory Budgeting Steering Committee – Application Deadline: December 20, 2023**
- **Durham Open Space and Trails Commission – Application Deadline: December 20, 2023**
- **Recreation Advisory Commission – Application Deadline: December 20, 2023**
- **Racial Equity Commission – Application Deadline: December 20, 2023**

Due to term expirations, there are currently three (3) vacancies on the **Durham Affordable Housing Implementation Committee** with two (2) representing a **Resident from Durham Housing Authority Properties**, and with (1) one representing the category of **Former Homeless Person** with the terms expiring on September 21, 2026, October 19, 2026 and February 1, 2027.

Duties and Responsibilities include:

- Advise on the administration on the Affordable Housing Investment Plan, including the Affordable Housing Bond electorally passed on November 6, 2019;
- Guarantee transparency and accountability of the expenditure of City bond funds;
- Review expenditures and ensuring city goals are met by focusing on housing construction, job training and minority and women contractor inclusion;
- Provide feedback and guidance on public communications regarding progress on implementing the housing investment program; and
- Provide briefings to Council every six (6) months regarding activities.

Each member is expected to serve a three-year term beginning from the date of initial appointment and may serve a maximum of two (2) consecutive, three-year terms.

Due to the COVID-19 virus, virtual meeting information may be provided.

Members can opt in to a City provided stipend program and must reside within the corporate City limits and property tax listing must be current. City and County taxes must not reflect any delinquency at the time of submission of the application.

Due to a termination, there is currently one (1) vacancy on the **Durham Cultural Advisory Board** with the term expiring on June 30, 2024.

The Board serves as an advisory body to the City of Durham's City Council and City Manager, and the Board of County Commissioners and County Manager. The Board consists of 15 members; thirteen members are appointed by the City Council, and two members are appointed by the Board of County Commissioners. Its functions include:

- Partnering with the City's General Services Department's Art, Culture and Sustainable Communities Division and Durham County Engineering to advise the City and County regarding the implementation of the arts and cultural policy and to advocate for the arts in Durham.
- Promoting economic and workforce development through art and culture, including the recruitment and retention of cultural non-profit organizations and for-profit cultural businesses, as well as, developing cooperative projects with the Art, Culture and Sustainable Communities Division, Durham County Engineering, and other departments and agencies to engage cultural components that advance Durham's goals.
- Advocate for cultural development.
- Advise the City and County 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.
- Advise on the implementation of any public art program the City or County might establish and advise the City and County on matters relating to public art.
- Advocate for public and private funding for local cultural organizations and facilities.

Due to the COVID-19 virus, virtual meeting information may be provided.

Due to a resignation, there is currently one (1) vacancy on the **Mayor's Council for Women** representing **Public Safety Sector** with the term expiring on June 30, 2025.

The purpose of the Mayor's Council for Women is to improve the opportunities and quality of life of women in the City of Durham through civic engagement by promoting the interests and needs of the community at-large. The Council serves as a liaison and consultative body between women and the city government officials in order to further promote and protect equal opportunities for all.

Virtual meeting information may be provided.

Members can opt in to a City provided stipend program and must reside within the corporate City limits and property tax listing must be current. City and County taxes must not reflect any delinquency at the time of submission of the application.

Due to resignations, there are currently four (4) vacancies on the **Mayor's Hispanic/Latino Committee** with the terms expiring on October 1, 2025.

The mission of the Committee shall be to improve the opportunities and quality of life of Hispanic/Latinos in the city of Durham through civic engagement by promoting the interests and needs of the Community at large, and to serve as liaison and consultative body between the Hispanic/Latino residents and City government officials in order to further promote and protect equal opportunities for all.

To meet the mission, the Committee will function to serve as a communication channel between Hispanic/Latino community groups and individuals living, working, and/or playing in Durham and City government, including, but not limited to, the Mayor and City Council. The Committee will advise and inform the Mayor and City Council regarding any concerns of specific impact to the Hispanic/Latino Community and the broader Durham community at large. The Committee will help establish collaborative efforts to improve services and outreach to the Hispanic/Latino Community in the areas including, but not limited to, fair and equitable housing opportunities, economic development, civil rights and justice, culture, recreation and fine arts, and public safety. The Committee will provide a regular and open forum for the discussion of issues pertaining to Hispanic/Latino community members living, working and/or playing in the city of Durham.

The Committee shall consist of eleven (11) members with at least 6 members being Hispanic/Latino individuals of Hispanic/Latino descent.

Virtual meeting information may be provided.

Members can opt in to a City provided stipend program and must reside within the corporate City limits and property tax listing must be current. City and County taxes must not reflect any delinquency at the time of submission of the application.

Due to a term expiration and resignations, there are currently five (5) vacancies on the **Human Relations Commission** with two (2) representing **African-American Persons**, two (2) representing **Caucasian/Non-Hispanic Persons**, and with one (1) representing **Other Person** with the terms to expire June 30, 2025 and June 30, 2026.

The Human Relations Commission seeks gender balance among its members. Currently we are seeking:

Five Females

And/or

Five Non-Binary Persons

All other genders, including non-conforming, are encouraged to apply.

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.

Virtual meeting information may be provided.

Members can opt in to a City provided stipend program and must reside within the corporate City limits and property tax listing must be current. City and County taxes must not reflect any delinquency at the time of submission of the application.

Due to term expirations, there are currently three (3) vacancies on the **Durham Workers' Rights Commission** representing the category of **Low Wage Industry** with the terms to expire on April 30, 2025.

The scope and responsibilities for the Commission include:

- To act as a public forum for workers' rights issues.
- To conduct studies and make recommendations to the City Council.
- Recommend pro-worker policies to the Durham City Council.
- To raise working standards by crafting an aspirational bill of rights.
- To support workers in their campaigns to form unions.
- To provide channels of communications among organized and unorganized workers.

The Commission meets on the 4th Tuesday of each month at 6:00 p.m. in Conference Room 1A located in the Audit Services area, of City Hall, 1st Floor, 101 City Hall Plaza.

Virtual meeting information may be provided.

Members can opt in to a City provided stipend program and must reside within the corporate City limits and property tax listing must be current. City and County taxes must not reflect any delinquency at the time of submission of the application.

Due to resignations, there are currently two (2) vacancies on the **Participatory Budgeting Steering Committee** with one (1) representing the category of **Youth** and with one (1) representing the category of **At-Large** with the terms to expire on June 30, 2025.

Duties and Responsibilities include:

- support people to participate in the PB process, who have never participated in civic processes before;
- engage Durham residents in deciding how to spend city resources in ways that meet the current needs of the most impacted communities and address and correct past harm; and
- be involved in the funding of proposals that meet the needs of the most impacted communities.

To facilitate the achievement of a diverse composition, the City shall proactively encourage applicants of diverse backgrounds to apply to serve on the PB Steering Committee as At-Large members. The PB Steering Committee shall consist of a total of fifteen (15) city residents who in turn are voting members appointed by City Council. Among the At-Large members, at least two-thirds should be individuals that represent communities in Durham directly impacted by long-term discrimination and oppression. Diversity includes, but is not limited to, the following categories:

- Class
- Homeownership status
- Race and Ethnicity Representation
- LGBTQ
- Educational Background
- SES
- Religion
- Non-native English speaking background
- Disabled

Specific Category appointees include:

- Two (2) youth, from 13 years to 18 years of age

Each member may serve a maximum of two (2) consecutive, two-year terms. Members appointed to fill a vacancy during a term may assume the term of the position vacated and may reapply once that term has ended.

Virtual meeting information will be provided.

Members can opt in to a City provided stipend program and must reside within the corporate City limits and property tax listing must be current. City and County taxes must not reflect any delinquency at the time of submission of the application.

Due to a resignation, there is one (1) vacancy representing **At-Large** on the **Durham Open Space & Trails Commission** with the term to expire on June 30, 2026.

The primary purpose of the Commission is 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.

Due to the COVID-19 virus, virtual meeting information may be provided.

Members can opt in to a City provided stipend program and must reside within the corporate City limits and property tax listing must be current. City and County taxes must not reflect any delinquency at the time of submission of the application.

Due to a resignation, there is currently one (1) vacancy on the **Recreation Advisory Commission** with one representing a **Person with a Disability** with the term to expire on August 8, 2025.

This Commission works with the Director of Parks and Recreation and makes recommendations regarding recreation programs, facilities, resources and needs of the City.

The Commission meets on the 2nd Wednesday of each month at 7:30 a.m. at the Parks & Recreation Department located at 400 Cleveland Street.

Virtual meeting information may be provided.

Members can opt in to a City provided stipend program and must reside within the corporate City limits and property tax listing must be current. City and County taxes must not reflect any delinquency at the time of submission of the application.

The Durham City Council is seeking one (1) member for its portion of the membership of the **Racial Equity Commission** representing **At-Large**. The Racial Equity Commission will be made up of members nominated by three governing boards: Durham County Commissioners, Durham Public Schools and Durham City Council.

The scope and responsibilities for the Commission include:

Advise local government entities regarding the implementation of City-County-DPS specific recommendations from the City of Durham Racial Equity Taskforce Report;

Advise these entities regarding implementation of racial equity action plans, developed in tandem with GARE (Government Alliance on Race and Equity) to encourage progress on equitable outcomes on practices that may disproportionately impact persons of color and low-income residents;

Establish communication with residents, relay progress on plan implementation, and prioritize community interests to integrate racial equity initiatives;

Advise racial equity staff in developing and implementing a racial equity evaluation based on the Taskforce report and jurisdictional racial equity action plan recommendations;

Pursue data, research and policy recommendations to advance racial equity and uphold governmental accountability in promoting anti-racism practices and to promote anti-racist practices across the community.

The eight Council-appointed members shall serve three-year terms and at the pleasure of City Council.

1. One youth, aged 16-24 years of age.
2. Six additional members shall represent diverse social, economic, gender, sexual orientation, ability, religious affiliation, age and racial and ethnic composition.
3. Of the seven total members, all shall be residents of Durham City, and
4. All three City Council Wards shall be represented.

Due to the COVID-19 virus, virtual meeting information will be provided.

Members can opt in to a City provided stipend program and must reside within the corporate City limits and property tax listing must be current. City and County taxes must not reflect any delinquency at the time of submission of the application.

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

NOTE: The City Clerk's Office staff located at 101 City Hall Plaza is currently telecommuting due to COVID-19. Staff can be reached at 919-560-4166 and are available in-person via appointment.

To apply, visit the city's web site www.durhamnc.gov and click on **Government** and then **Boards, Committees and Commissions**.

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, 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 Phone: 919-560-4166
FAX: 919-560-4835**