CURRENT VACANCIES ON BOARDS, COMMITTEES AND COMMISSIONS

June 7, 2019

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

- Audit Services Oversight Committee – Application Deadline: June 22, 2019
- Durham City-County Appearance Commission – Application Deadline: June 10, 2019
- Durham Cultural Advisory Board – Application Deadline: June 21, 2019
- Human Relations Commission – Application Deadline: July 2, 2019
- Recreation Advisory Commission – Application Deadline: July 8, 2019

Applications can be mailed, faxed and delivered to the City Clerk's Office and must be received in the City Clerk's Office by 5:00 p.m. on the above date. If applying online, the deadline is extended to midnight on the above date.

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Due to a term expiring, there will be one (1) vacancy on the Audit Services Oversight Committee with the term expiring June 30, 2023.

This committee was established as an advisory committee to the Department of Audit Services and to the City Manager.

The functions of the committee include: to provide oversight responsibilities of the audit function; to serve as 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 assist in the evaluation of the procedures and controls utilized in the Technology Solutions Department; to evaluate the risk assessment in the Technology Solutions Department; 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 Certified Financial Annual Report, 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.

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Due to a resignation, there is currently one (1) vacancy on the Durham City-County Appearance Commission with term to expire on April 1, 2022.
The purpose of the Commission is to enhance and improve the visual quality and aesthetic character of Durham City and County.

The Commission consists of 15 members, seven members appointed by the City Council and eight members appointed by the Board of County Commissioners. A majority of the members shall have expertise in a design field such as architecture, landscape design, city planning, horticulture, urban design or a related field. While encouraging applicants with expertise in aesthetics, attempts shall also be made to assure that the appointments represent a cross section of the community.

The Board meets the 3rd Wednesday of each month at 6:00 p.m. in Conference Room GA located on the Ground Floor of City Hall.

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

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Due to a resignation, there is currently (1) vacancy on the Durham Cultural Advisory Board with the term 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 General Service Department 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 General Services 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. in the General Services Department Conference Room located at 2011 Fay Street.

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Due to a resignation, there is currently one (1) vacancy on the Human Relations Commission to represent a Hispanic/Latino Male with the term to expire on June 30, 2022.

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.

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Due to a term expiring, there will be one (1) vacancy on the Recreation Advisory Commission for a member to represent a person with a disability with the term to expire on August 8, 2022 and due to a resignation, there is currently one (1) vacancy on the Commission with the term to expire on August 8, 2020.

This Commission works with the Director of 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.

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

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**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 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, 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
Requesting Applications for the Civilian Police Review Board

The City of Durham is currently seeking applicants to fill four (4) vacancies on the Civilian Police Review Board with terms beginning on July 1, 2019 and expiring on June 30, 2023.

The Board reviews the Professional Standards Division’s handling of complaints made against employees of the Durham Police Department. Members of the Civilian Police Review Board are appointed by the City Manager and confirmed by the City Council.

To be eligible, all applicants must meet the following criteria:
1. Must be at least 21 years of age at the time of application;
2. Must reside in the corporate city limits and have consistently maintained residency for at least three years prior to applying; and
3. Be current in the payment of local property taxes at the time of application and throughout board term.

New board members serve a four-year term and are required to complete:
- Durham Citizens Police Academy
- Sixteen (16) hours in a patrol car ride-along program
- Orientation on legal issues and the role and function of the Civilian Police Review Board

Re-appointed Board members must complete:
- Durham Citizens Police Academy at least once during the new term (unless there’s demonstration of having completed the Academy within the last five years)
- At least four (4) hours in a patrol car ride-along program each year of term

Applications are available online at https://durhamnc.gov/277/Civilian-Police-Review-Board and can also be obtained from the City Clerk’s Office located at 101 City Hall Plaza, 2nd Floor of City Hall from 8:00 a.m. to 5:00 p.m., Monday through Friday. For more information, call 919-560-4166.

**Deadline for receiving applications is 5:00 p.m. on Monday, July 8, 2019.**