



CURRENT VACANCIES ON BOARDS, COMMITTEES AND COMMISSIONS

April 18, 2024

Release #15

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

- Citizens Advisory Committee – Application Deadline: April 24, 2024
- Durham Board of Adjustment – Application Deadline: April 24, 2024
- Durham Homeless Services Advisory Committee – Application Deadline: April 24, 2024
- Durham Planning Commission – Application Deadline: April 24, 2024
- Durham Sports Commission – Application Deadline: April 24, 2024
- Housing Appeals Board – Application Deadline: April 24, 2024
- Mayor's Council for Women – Application Deadline: April 24, 2024
- Workforce Development Board – Application Deadline: April 24, 2024
- Durham Affordable Housing Implementation Committee – Application Deadline: May 1, 2024
- Mayor's Hispanic/Latino Committee – Application Deadline: May 1, 2024
- Durham Bicycle & Pedestrian Advisory Commission – Application Deadline: May 1, 2024
- Durham Workers' Rights Commission – Application Deadline: May 1, 2024
- Human Relations Commission – Application Deadline: May 8, 2024
- Participatory Budgeting Steering Committee – Application Deadline: May 8, 2024
- Durham Bicycle & Pedestrian Advisory Commission – Application Deadline: May 8, 2024
- Mayor's Hispanic/Latino Committee – Application Deadline: May 15, 2024
- Durham City-County Appearance Commission – Application Deadline: May 15, 2024
- Durham Cultural Advisory Board – Application Deadline: May 15, 2024
- Durham Workers' Rights Commission – Application Deadline: May 15, 2024
- Racial Equity Commission – Application Deadline: May 15, 2024

Due to term expirations, there are currently six (6) vacancies on the **Citizens Advisory Committee** with the terms to expire on June 30, 2027.

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.

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 two (2) vacancies on the **Durham Board of Adjustment** representing **Regular Member** with the terms to expire on June 30, 2027.

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.

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 currently are two (2) vacancies on the **Durham Homeless Services Advisory Committee** with one (1) representing **Faith Community**, and with one (1) representing **Former Homeless Person** with the terms to expire on June 30, 2027.

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.

Virtual meeting information may be provided.

Due to term expirations, there are currently two (2) vacancies on the **Durham Planning Commission** with the terms to expire on June 30, 2027.

The commission reviews recommended plans, policies and reports of the professional planning staff and makes recommendations concerning them to the governing bodies on planning policy and planning implementation actions, including rezoning and zoning ordinance changes. Other duties include reviewing reports of the Planning and Zoning Committees, proposing and reviewing policies and procedures for encouraging broad public input on all plans and reporting to the governing bodies on the conditions of the planning jurisdiction and the status of planning activities.

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, there is currently 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, 2027.

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.

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 **Housing Appeals Board** with two (2) **Regular Members** representing one (1) **Tenant** and one (1) **Realty**, and with one (1) **Alternate Member** representing **At-Large** with the terms to expire on June 30, 2027.

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 located at 807 E. Main Street.

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

Virtual meeting information may be provided.

Due to term expirations, there are currently two (2) vacancies on the **Mayor's Council for Women** with one (1) representing **At-Large**, and with one (1) representing **Ward 1** with the terms to expire June 30, 2028.

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 term expirations, there are currently three (3) vacancies on the **Workforce Development Board** with two (2) representing **Private Sector**, and with one (1) representing **Labor Organization/Apprenticeship** with the terms expiring on June 30, 2028.

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 is appointed by the local area elected officials and by Executive Order of the Governor, charged with planning and oversight responsibilities for workforce programs and services in the Durham Local Area (City of Durham and Durham County). As one of 23 local boards in North Carolina, the board is responsible for developing strategies to maximize the accessibility and effectiveness of the local workforce development system for jobseekers, workers and employers, including: developing local plans for the use of federal Workforce Innovation & Opportunity Act (WIOA) funds; oversight of the local service delivery system; and coordinating activities with economic development entities and employers in the local area.

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 Affordable Housing Implementation Committee** with two (2) representing a **Resident from Durham Housing Authority Properties**, and with (1) one representing a **Former Homeless Person** with the terms to expire 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.

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 **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 (17) members with majority of the members representing the local Hispanic/Latino community.

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 **Durham Bicycle & Pedestrian Advisory Commission** representing **Youth** with the term to expire on August 31, 2024.

The primary purpose of the Commission is to provide advice to the City Council and the Board of County Commissioners on questions relating to bicycle and pedestrian issues. Nine (9) members are appointed by the City Council representing the following constituencies which have an interest and expertise in the following categories: Recreation / Urban Trails and Greenways; Transportation Planning Policy; Walking/Running/Pedestrian Community for Marginalized Groups; Public Transit / Paratransit; North Carolina Central University (student or staff person); Youth Representative; and three (3) At-Large positions.

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 two (2) 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 term expirations, there are currently seven (7) vacancies on the **Human Relations Commission** with the terms to expire June 30, 2027.

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. 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 Commission meets on the 1st Tuesday of each month at 7:00 p.m. virtually on Zoom, unless otherwise notified.

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 ten (10) vacancies on the **Participatory Budgeting Steering Committee** with one (1) representing the category of **Youth**, and with nine (9) representing the category of **At-Large** with the terms to expire on June 30, 2026.

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 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 **Durham Bicycle & Pedestrian Advisory Commission** representing **Walking/Running/Pedestrian Community for Marginalized Groups** with the term to expire on August 31, 2025.

The primary purpose of the Commission is to provide advice to the City Council and the Board of County Commissioners on questions relating to bicycle and pedestrian issues. Nine (9) members are appointed by the City Council representing the following constituencies which have an interest and expertise in the following categories: Recreation / Urban Trails and Greenways; Transportation Planning Policy; Walking/Running/Pedestrian Community for Marginalized Groups; Public Transit / Paratransit; North Carolina Central University (student or staff person); Youth Representative; and three (3) At-Large positions.

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.

There are currently seven (7) vacancies on the **Mayor's Hispanic/Latino Committee** with (3) representing the category of **Youth** with the terms to expire on October 1, 2026.

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 (17) members with majority of the members representing the local Hispanic/Latino community.

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 terminations, there are currently two (2) vacancies on the **Durham City-County Appearance Commission** with the terms to expire April 1, 2025 and April 1, 2026.

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.

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 to expire on June 30, 2025.

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 a termination, there is currently one (1) vacancy on the **Durham Workers' Rights Commission** representing the category of **Diverse Backgrounds** with the term 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.

The Durham City Council is seeking two (2) members for its portion of the membership of the **Racial Equity Commission** with one (1) representing **Ward 2**, and with one (1) representing **Youth** with the terms to expire October 18, 2024. 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.

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.

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**