

Planning Board

Applicants

1. Ms. Kathleen Alman
6108 Bayberry Lane
Raleigh, NC 27612
(Lives in District 7)
C/F
Board 4 of 4
2. Mr. Travis Barkley
3832 Summerwood Court
Raleigh, NC 27613
(Lives in District 7)
C/M
Board 1 of 6
3. Mr. Cody Boykin
6211 Darwin Ct. 1101
Raleigh, NC 27612
(Lives in District 7)
C/M
Board 3 of 6
4. Mr. Craig Cadwallader
4852 Little Falls Drive
Raleigh, NC 27609
(Lives in District 6)
C/M
Board 2 of 4
5. Mr. Preston Carter
1006 Reedy Creek Rd
Cary, NC 27513
(Lives in District 7)
C/M
Board 2 of 2
6. Mr. Jonathan Clark
2932 Sunnystone Way
Raleigh, NC 27613
(Lives in District 6)
C/M
Board 6 of 6
7. Mr. John Coggin
710 N Person Street, Unit 106
Raleigh, NC 27604
(Lives in District 5)
C/M
Board 5 of 6
8. Mr. Deantony Collins
4010 Arckelton Drive
Raleigh, NC 27612
(Lives in District 7)
AIM
Board 6 of 6

9. Mr. Robert Ferguson
9408 Ray Rd
Raleigh, NC 27613
(Lives in District 7)
C/M
Board 5 of 6
10. Mr. Jeffrey Goebel
2613 Bernbridge Dr
Raleigh, NC 27613
(Lives in District 7)
C/M
Board 6 of 6
11. Mr. Thomas Gulisano
3709 Beaver Lodge Ct
Raleigh, NC 27604
(Lives in District 1)
C/M
Board 1 of 6
12. Mr. Davis Holt
6208 Bent Fork Circle
Raleigh, NC 27606
(Lives in District 4)
C/M
Board 1 of 4
13. Mr. Clifford Isaac
2341 Belvinwood Drive
Fuquay-Varina, NC 27526
(Lives in District 2)
C/M
Board 1 of 4
14. Mr. Garrett Lamm
800 Oakhall Drive
Holly Springs, NC 27540
(Lives in District 2)
/M
Board 6 of 6
15. Ms. Jonique Lyles
2730 Wolf Village Way
Raleigh, NC 27607
(Lives in District 4)
A/F
Board 3 of 6
16. Mr. Anil Makhija
417 Gambit Circle
Wake Forest, NC 27587
(Lives in District 6)
AIM
Board 6 of 6
17. Mr. Dan Matthys
112 Birklands Drive
Cary, NC 27518
(Lives in District 4)
C/M
Board 1 of 6
18. Mr. Stephen Mcadams
200 Calibre Chase Dr Apt 205
Raleigh, NC 27609
(Lives in District 6)
/M
Board 4 of 6

19. Ms. Alexandra Mcarthur
618 North Boylan Avenue, Unit 900
Raleigh, NC 27603
(Lives in District 5)
C/F
Board 2 of 6
20. Mr. Jay Meyers
5708 Carriage Park Court
Fuquay-Varina, NC 27526
(Lives in District 2)
C/M
Board 3 of 4
21. Ms. Alexis Nelson
1311 Legacy Greene Ave
Wake Forest, NC 27587
(Lives in District 6)
A/F
Board 5 of 5
22. Mr. Guillermo Ortiz-Espejel
201 ParkAtNorth Hills, Apt 536
Raleigh, NC 27609
(Lives in District 6)
H/M
Board 4 of 6
23. Mr. William Palmer
1413 Shady Rise Glen
Raleigh, NC 27603
(Lives in District 5)
C/M
Board 1 of 4
24. Mr. Kyle Reese
200 Bally Shannon Way
Apex, NC 27539
(Lives in District 4)
AIM
Board 1 of 5
25. Ms. Simone Robinson
900 ESix Forks Rd, 510
Raleigh, NC 27604
(Lives in District 5)
/F
Board 2 of 3
26. Mr. Bret Rackow
5304 Huntingwood Dr
Raleigh, NC 27606
(Lives in District 4)
C/M
Board 1 of 2
27. Mr. Troy Samuels
209 Atwood Drive
Holly Springs, NC 27540
(Lives in District 2)
C/M
Board 1 of 3
28. Mr. Nicholas Serrano
2404 Derby Dr
Raleigh, NC 27610
(Lives in District 5)
H/M
Board 2 of 6

29. Ms. Crystal Singletary
2001 River Grove Lane
Knightdale, NC 27545
(Lives in District 5)
A/F
Board 5 of 5
30. Mr. Lloyd Dunn
6301 Winter Spring Drive
Wake Forest, NC 27587
(Lives in District 1)
/M
Board 1 of 1
31. Mr. Daniel S. Kadis
2015 Fairview Road, Unit 110
Raleigh, NC 27612
(Lives in District 4)
W/M
Board 1 of 1

Volunteer Application Wake County Advisory Boards and Commissions

Kathleen Alman

6108 Bayberry Lane

Raleigh, NC 27612

919-848-1557

mailto:Kjalman@gmail.com

I am a(n) 72-year old Caucasian, Female. I am currently employed by Retired from Wake Co Public Schools as a(n) Teacher, still substitute. My choices of boards on which to serve, in order of preference, are:

1. Nursing Home Community Advisory Committee
2. Wake Technical Community College Board of Trustees
3. Open Space and Parks Advisory Committee
4. Planning Board

Township: Raleigh

Work Experience: Retired Wake Co Public School teacher with National Certification

Volunteer Experience: Parks and Recreation Club Liason with Senior Group
Sunday school teacher
Take seniors shopping and on outings
Volunteer Reader for students in schools

Education: University of Florida with Bachelor of Arts degree in Education, minor in Psychology

Other Comments;

How did you become aware of volunteer opportunities?

Current Wake County Volunteer

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Travis Barkley

3832 Summerwood Court

Raleigh, NC 27613

919-593-1062

919-593-1062

919-882-8228

mailto:barkleylaw@gmail.com

I am a(n) 48-year old Caucasian, Male. I am currently employed by Barkley Law Offices, P.C as a(n) Attorney.

My choices of boards on which to serve, in order of preference, are:

1. Planning Board
2. Board of Adjustment
3. City of Raleigh Board of Adjustment
4. City of Raleigh Planning Commission
5. City of Raleigh Housing Appeals Board
6. Library Commission

Township; Raleigh

Work Experience: Attorney specializing in Real Estate for 21 years.

Volunteer Experience: Chair of Wake Kids Voting.
Hudson Presbyterian
Boy Scouts
YMCA

Education: J. D. University of Akron 1994
S.S. University of North Carolina 1990

Other Comments:

How did you become aware of volunteer opportunities?
County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Cody Boykin

6211 Darwin Ct.1101

Raleigh, NC 27612

252-299-1765

mailto:cdyboykin@yahoo.com

I am a(n) 24 year old Caucasian, Male. I am currently employed by NCCU LAW as a(n) Student. My choices of boards on which to serve, in order of preference, are:

1. City ofRaleigh Housing Appeals Board
2. Alcoholic Beverage ControlBoard
3. Planning Board
4. JuryCommission
5. Board ofAdjustment
6. City ofRaleigh Board of Adjustment

Township: Raleigh

Work Experience: See Resume

Volunteer Experience: See Resume

Education: See Resume

Other Comments: **Strong interest in Public Service.**

How did you become aware of volunteer opportunities?
other

If "Other", how?
Professor

Staff Coinments

Attachments

Cody Lee Boykin

6211 Darwin Court, Apartment 1101
Raleigh, NC 27612
252-299-1765 edyboykinfii@yahoo.com

Education

North Carolina Central University School of Law - Durham, NC
Juris Doctor Candidate, Expected May 2018

East Carolina University - Greenville, NC
Bachelor of Science: Criminal Justice, 3.5 GPA, *cum laude*, May 2015
Minor in Rehabilitation Studies

Activities and Honors: Excel Honor Award 2011/2, deans list honor student, National Criminal Justice Honor Society, International Deans List Society, Gamma Beta Phi Honor Society, National Society of Leadership, Delta Epsilon Iota Academic Honor Society, criminal justice department student representative, graduation marshal.

Legal Exnerieuce

United States Attorney's Office - Raleigh, NC
Law Clerk, Appellate Division, Summer 2016

Duties: Prepared written briefs to the 4th Circuit Court of Appeals, assisted with litigation support, prepared written motions, attended court and hearings, legal research (WestLaw, Lexis, Bloomberg), represented the United States in a moot court argument for the 4th Circuit Court of Appeals.

Pitt County District Attorney's Office - Greenville, NC
Legal Intern, Spring/Summer 2015

Duties: Court observation, prepared written documents and motions for attorneys, ran driving records for traffic court, prepared reports for DWI cases, assisted with domestic violence investigations, filed and retrieved court documents from the Clerks office, provided victim/witness support.

Other Experience

Overton's and Gander Mountain Corporate Operations - Greenville, NC
Customer Service Agent, May 2013 to June 2015

Duties: Provided telephone assistance, resolved customer issues, customer service email resolution, provided retail store support, resolved damaged orders and missing items.

North Carolina Department of Transportation, Division 4-Nashville, NC
Highway Management TWI, May 2012 to September 2012

Duties: Repaired road issues, assisted with road construction, bridge repair, placed and replaced road signs, some heavy equipment operation, assisted with safety inspections.

-----**Reference**-----

1. **Judge J, C. Cole** - Superior Court Judge -Two Years - (252) 331-5326
2. **Phil Entzminger** -Assistant District Attorney - Two Years - (252) 695-7200
3. **Kristine Fritz** -Assistant United States Attorney-One Year - (919) 856-4530

Volunteer Application Wake County Advisory Boards and Commissions

Craig Cadwallader

4852 Little Falls Drive

Raleigh, NC 27609

919-255-8533

mailto:ccadwallader@gmail.com

I am a(n) **Caucasian, Male**. I am currently employed by **TriBridge Residential** as a(n) **Regional Manager**. My choices of boards on which to serve, in order of preference, are:

1. **City of Raleigh Planning Commission**
2. **Planning Board**
3. **City of Raleigh Board of Adjustment**
4. **Board of Adjustment**

Township: **Raleigh**

Work Experience: Sales, Financial/Asset Management, Staffing Oversight, Operations

Volunteer **Previous- Habitat for Humanity Annual Fund Committee**

Experience: **Previous-Young Associates Steering Committee for NC History Museum**

Previous & Current- Triangle Apartment Association Board and Executive Board

Education: **Bachelor's Degree- NC State University**

Other Comments: Strong background in real estate operations, energetic, thoughtful, as well as eager to learn and create a better place. Would like to be more involved in the development and planning of our beautiful city.

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

STEPHEN C. "CRAIG" CADWALLADER, JR.

4852 Little Falls Drive

Raleigh, North Carolina 27609

ccadwalJader@gmail.com | (919) 255-8533

EXPERIENCE

- 03/2013-present TriBridge Residential, LLC *Raleigh, North Carolina*
Regional Property Manager/ Portfolio Manager
Senior associate in Raleigh/Durham/Cary market.
Responsible for management and preservation of NC multi-family portfolio (2,200+ units), comprised of student housing and market rate (conventional) assets. Prior work also includes tax credit.
- CmTent properties are located in Raleigh, Cary, Durham, Charlotte, and Mooresville markets. Each asset is in various stages of lease-up, renovation or development. Renovation projects target 20%+ premiums.
Previous markets include: Tampa, St. Petersburg, Orlando, Atlanta, and Austin markets.
Primary focus to maximize NOI and COI while also contribute to capital assessments and formulation of new budgets. Act as direct relation to execute investor goals on each corresponding asset. Responsible for budgets in excess of \$23MM.
 - Assist asset management in oversight of 6 commercial parcels located on 2 residential sites.
 - Identify, build, and mentor on-site teams. Responsible for management of 40+ staff members with 7 direct reports.
 - Involved in acquisition/disposition of 20+ properties.
- 10/2012-02/2013 TriBridge Residential, LLC *Raleigh, North Carolina*
Area Manager
Oversaw all student housing assets under management as well as consulted with 3rd party clients on outside student housing project. (combined in excess of 3,000 rental units/beds)
Developed, prepared, and managed operating budgets for all student housing assets. This included reforecasting of financial reports as necessary.
Engaged in all HR related functions including recruiting, interviewing, hiring, training, and development of new employees.
Administered multiple capital renovation projects totaling approximately \$6.1MM.
Advised on development of training materials for student housing operations.
- 6/2007-09/2012 TriBridge Residential, LLC *Raleigh, North Carolina*
(Formerly JLC Southeast & Julian LeCraw & Company, LLC)
Property Manager
Managed, operated, and converted property operations from a "Class B" conventional community to a "Class A" student housing community (550+ rental units).
Oversaw all property operations, managed property budgets (\$2.5+MM), capital expenditures (\$350K), and conducted market analysis. This included rebranding and repositioning of property. During re-development, leased property from 28% to 98% occupancy with a 20% premium added to existing rates.
Awarded "Best Community" for 2008 within the company amongst a portfolio size of 30 properties, based on cash flow and NOI growth of 40%.
Consistently maintained occupancy in excess of 93%.
Responsible for oversight of staff of 13, plus additional temporary staff as needed.
- 06/2007-09/2008 Julian LeCraw & Company, LLC *Raleigh, North Carolina*
The Medallion Development Group
Development Associate
Lead overall on-site efforts of re-branding and repositioning the property in the marketplace.
Contributed to re-development planning of the property, while acting as on-site supervisor of all redevelopment work (\$5.4MM).

5/2005 - 5/2007

University Partners
FirstWorthing Residential Company, L.P.
Property Manager

Raleigh, North Carolina

Managed and operated a \$36MM "Class A" student housing asset with 700+ rental units.
Oversaw all property operations, managed property budgets, capital expenditures, and conducted market analysis.
Implemented property budgets (\$3MM)
Awarded Platinum 99%+ Occupancy Award; Best Marketing 2006-2007; Most Creative Marketing Award, and repeatedly ranked top 3 in the company amongst a portfolio size of 27 properties, based on occupancy percentage.
Asset continuously maintained 18-23% NOI growth averaging \$350-\$400K.
Consistently, maintained occupancy in excess of 93%
Managed a staff of 16. Additionally, responsible for training 2 new managers within the region.

6/2004 - 5/2005

University Partners
FirstWorthing Residential Company, L.P.
Assistant Property Manager

Raleigh, North Carolina

Managed and collected income in excess of \$300K
Assisted with overall property operations as required
Teamed with Property Manager, Marketing Manager, and Corporate Marketing Director to ensure proper techniques were utilized.

4/2002 - 11/2003

University Partners
FirstWorthing Residential Company, L.P.

Raleigh, North Carolina

Leasing & Marketing Associate - *(Part-time while in school)*

Teamed with Marketing and Property Managers to provide marketing, leasing and property management support.
Analyzed new markets and effective marketing strategies to keep property at full occupancy.
Developed effective marketing strategies to compete against increased competition.
Top Leasing Agent over six (6) month period

EQIJCAJJON
2000-2004

NORTH CAROLINA STATE UNIVERSITY

Raleigh, North Carolina

BA -Multi-Disciplinary Studies (concentrations in Communications & Marketing)
Minor - Business Management

CJYIC(NQN-PRQf!!)

Triangle Apartment Association (TAA)
Board of Directors *(current; 2015-2016 term)*
2016 Executive Board of Directors - Secretal'
National Apartment Association (NAA)
2016 NextGen Committee
2016 Operating Committee
Habitat for Humanity
Fund Development Committee *(current; 2012-2015)*
Ninth Carolina History Museum
Young Associate Steering Committee *(previous)*

ORGANIZATIONS:

Urban Land Institute Member
North Carolina History Museum
Citizens Advisory Council Member
Ducks Unlimited Member
NCSU Wolfpack Club & Alumni Club

AWARDS:

Best Community for 2008
Platinum 99%+ Occupancy 2007
Best Marketing 2006-2007
Most Creative Marketing Event Award 2006
Most Improved NOI - by Dollar Amount 2006

CERTIFICATIONS:

CAPS (Certified Apartment Portfolio Supervisor)
CAM (Certified Apartment Manager)
CPO (Certified Pool Operator)

Volunteer Application Wake County Advisory Boards and Commissions

Preston Carter

1006 Reedy Creek Rd

Cary, NC 27513

919-280-8510

District 7

mailto:Bert@bertcarter.com

I am a(n) 68-year old Caucasian, Male. I am currently employed by Retired Engineer from utility industry as a(n) .
My choices of boards on which to serve, in order of preference, are:

1. Citizen's Energy Advisory Commission
2. Planning Board

Township: Cary

Work Experience: CP&UProgress Energy/Duke Energy - 26 years
Professional Engineer at several engineering companies - 10 years
ElectriCities - 4 yeaes

Volunteer Experience: Planning & Zoning Board - Town of Cary- 7 years
Board of Adjustment - Town of Cary - 3 years
Capital Area Soccer League - President

Education: NC State University - Engineering

Other Comments: Registered Professinal Engineer -NC
Certified Energy Manager
Certified Energy Procurement professional
Certified Green Building Engineer

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Application Submitted On:

04/18/2016
Adult Care
Home
Community
Advisory
Committee

Volunteer Application Wake County Advisory Boards and Commissions

Jonathan Clark

2932 Sunnystone way

Raleigh, NC 27613

919-906-8310

District 6

mailto:clarkjo12@gmail.com

I am a(n) 25-year old Caucasian, Male. I am currently employed by Legacy Healthcare Services, Inc. as a(n) Project Manager. My choices of boards on which to serve, in order of preference, are:

1. Capital Area Workforce Development Board
2. City of Raleigh Planning Commission
3. City of Raleigh Board of Adjustment
4. Commission for Women
5. Adult Care Home Community Advisory Committee
6. Planning Board

Township: Raleigh

Work Experience: I started working early. For my final year in high school, I was a +40 hour, night-time closing manager at Back Yard Burgers (off of Leesville). After graduating from East Carolina, I was hired as a credentialing specialist for Legacy Healthcare. After 5 months I was promoted to Project Manager, Legacy's first.

Volunteer Experience: During College, I gave a little over 100 hours. The majority of my time volunteering was dedicated to Building a community garden for The Little Willie Center, in Greenville, NC.

Education: I graduated from Leesville Road High School in 2010. Afterwards, I spent two years at Wake Tech's North Campus; to transfer and graduate from East Carolina, with a BA in Economics, in 2015.

Other Comments: I have a great sense of community and would like to help those around me grow. I want to help do things better than they have ever been done before.

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Jeff Fink

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

John Coggin

710 N Person Street, Unit 106

Raleigh, NC 27604

919-356-8333

District 5

mailto:johndcoggin@gmail.com

I am a(n) 29-year old Caucasian, Male. I am currently employed by PNC as a(n) Client and Community Relations Specialist. My choices of boards on which to serve, in order of preference, are:

1. Open Space and Parks Advisory Committee
2. Raleigh-Durham Airport Authority
3. Triangle Transit Authority Board
4. Capital Area Workforce Development Board
5. Planning Board
6. Historic Preservation Commission

Township: Raleigh

Work Experience:

- 1) PNC Bank- Client & Community Relations Specialist
 - Implement philanthropic initiatives in early childhood education, economic development, and arts and culture.
 - Develop collaborative relationships with cross-sector partners to implement strategic goals.
 - Manage budgets, process payments, track program outcomes, and report on investment impact.
 - Coordinate market-wide employee engagement in early childhood education volunteerism.
- 2) Institute for Emerging Issues, NC State University - Program Development Officer
 - Cultivated and stewarded philanthropic relationships with corporations, foundations, and federal agencies, leading to gifts of 100k and greater.
 - Envisioned, developed, and implemented programs connecting North Carolinians from across regions, sectors, and perspectives to collaboratively address issues facing the state's long-term economic development.
 - Served as team lead for IEI development department; worked with organization-wide leadership team on strategic planning and organizational effectiveness initiatives.
- 3) Institute for Emerging Issues, NC State University - Emerging Leaders Fellow
 - Led planning and implementation of Redesigning Democracy Summit, a national conference of cross-sector experts in civic engagement. Managed staff in events, communication, and administration to conceptualize and execute IEI's first event for a national audience.
 - Managed Discovery Forum, a leadership development program for students and young professionals.
 - Coordinated outreach for youth, rural, and faith-based organizations across North Carolina.
 - Administered grant selection and distribution for IEI's social entrepreneurship challenge, the Emerging Issues Prize for Innovation.

Volunteer Experience:

- 1) Friends of ARTS NC State - Chair Elect, Advisory Board
- 2) NC Business Committee on Education - Board Member
- 3) Longleaf Collective Giving Circle (Triangle Community Foundation) - Chair, Grants Committee
- 4) Harvard Divinity School Alumni/ae Council - Chair, Recent Graduates Committee
- 5) First Presbyterian Church, Raleigh - Member, Committee on Homelessness

Education:

Harvard University (2011)
 MTS, Religion, Ethics, and Politics
 NC State University (2009)
 BA, Communication
 BA, Interdisciplinary Studies

Other Comments: Graduate, Raleigh Neighborhood College, 2012

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

JOHN DAVIS COGGIN

710 North Person Street, #106
Raleigh, NC 27604

johncoggin@post.harvard.edu
919-356-8333

PROFESSIONAL EXPERIENCE

PNC Financial Services Group, Inc., Raleigh, NC
November 2014 - Present
Client and Community Relations Specialist

- Implement corporate social responsibility initiatives around early childhood education, arts & culture, diversity & inclusion, and economic development in eastern North and South Carolina.
- Guide market leaders from various lines of business in developing philanthropic strategy. Cultivate collaborative partnerships with cross-sector stakeholders to implement strategic goals.
- Manage budgets, process payments, analyze program outcomes, and report investment impacts.
- Coordinate market-wide employee volunteerism via in-person engagement and software tools.
- Write market news stories and internal communications disseminated to all market employees.

Institute for Emerging Issues, Raleigh, NC
September 2011 - November 2014
Principal Grants Officer / Emerging Leaders Fellow

- Led development department by setting fundraising and strategic goals, developing research and compliance infrastructure, and managing the conclusion of \$14-million capital campaign.
 - Cultivated and stewarded philanthropic relationships with corporations, foundations, federal agencies, and individuals.
 - Wrote grants, evaluated programs, and coordinated financial management and reporting.
 - Designed, developed, and implemented programs connecting diverse groups of citizens and facilitating collaborative action-oriented dialogue around education, economic development, social entrepreneurship, and civic engagement.
- Contributed to the research and design of the Emerging Issues Commons, IEF's award-winning online and in-person civic engagement platform for North Carolina.

University of Oxford Study Abroad Program, NC State University, Raleigh, NC
September 2012 - June 2013
Assistant Director

- Collaborated with director on program planning; revitalized the program by increasing number of enrolled students by 28% and increasing the number of students from scholarship programs.
- Coordinated outreach and publicity to students, assisted with budgeting and application review and selection, and supervised students onsite during the program.

EDUCATION

Harvard University, Cambridge, MA

May 2011

Master of Theological Studies in Religion, Ethics, and Politics

North Carolina State University, Raleigh, NC

May 2009

Bachelor of Arts in Communication: Media Concentration, summa cum laude

Bachelor of Arts in Interdisciplinary Studies, summa cum laude

BOARDS AND SERVICE

NC Business Committee on Education

Member, Board of Directors (January 2015 - Present)

NC Network of Grantmakers

Member, Program Committee (April 2016 - Present)

Friends of ARTS NC State

Chair Elect, Board of Advisors; Chair, Nominating Committee (July 2014 - Present)

Triangle Community Foundation

Chair, Grants Committee, The Long/ea/ Collective Giving Circle (September 2014 - Present)

Harvard Divinity School Alumni/Alumnae Council

Chair, Recent Graduates Committee (July 2015 - Present)

Jamie Kirk Hahn Foundation

Member, Program Committee (September 2015 - Present)

First Presbyterian Church, Raleigh

Founding Member, Subcommittee on Homelessness (November 2013 - Present)

HONORS

President William Jefferson Clinton Hunger Leadership Award

January 2009

Roy Park Scholarship

August 2005 - May 2009

Eagle Scout Award

October 2003

Volunteer Application Wake County Advisory Boards and Commissions

Deantony Collins

4010 Arckelton Drive

Raleigh, NC 27612

919-590-7503

919-590-7503

919-590-7503

District 7

mailto:Collins4RAL@gmail.com

I am a(n) 32-year old African American, Male. I am currently employed by Bright Horizons Family Solutions as a(n) Business Manager. My choices of boards on which to serve, in order of preference, are:

1. Wake County Steering Committee on Affordable Housing
2. City of Raleigh Planning Commission
3. Board of Adjustment
4. Triangle Transit Authority Board
5. Open Space and Parks Advisory Committee
6. Planning Board

Township: Raleigh

Work Experience: Management (Supervision, Facilities, Supply), Client partnership (liaison, reports, programming), Marketing (Community outreach and engagement, events, social media management) Graphic/Web Design (redesigned/maintenancewakedems.org website),

Volunteer Experience: Co-Organizer of District E Neighborhood Alliance;
3rd Vice Chair Wake County Democratic Party;
County Executive Board Member;
Providence Baptist Church - CityServe
<http://www.pray.org/evenU2016-10-15-cityserve/>;
Sassafras All Children's Park Community Build;
Coordinator of Rides to the Polls - Primary and General Election seasons (during early voting and election day)
Marbles Kids Museum - Big Kid Corps

Education: Elementary Education
Shaw University
2003-2007

Other Comments;

How did you become aware of volunteer opportunities?
Current Wake County Volunteer

If "Other", how?

Staff Comments

Attachments

DeAntony Collins

Manager | Community Advocate | Graphic Designer

919-590-7503

deantonyc@gmail.com

@ www.linkedin.com/in/deantonyc

...P...!J!!...!n!...-..

J...? Management
Communications

(DJ) Graphic Design

Community Outreach

Boards, Volunteering and more

District E Neighborhood Alliance

Co-Organizer
2016 -

Providence Baptist Church

CityServe Volunteer
2014-Present

Sassafras All Children's Park

Community Build Volunteer
2016

Wake Co. Democratic Party

Rides to the Polls - Coordinator
2016 Primary & General Election cycle

Marbles Kid Museum

Big Kid Corp.
2016

9 Experience

Wake County Democratic Party

3rd vice Chair

December 2015 - present

Serve as the publicity chair to the county party. Build new state of the art website. Update social media outlets and local press with upcoming events, functions, and information. Work with county chair and executive committee to develop and implement a strategy that promotes awareness and participation in accordance with our plan of organization.

Bright Horizons Family Solutions

Administrative Team

February 2006 - present

Maintaining confidential employee and family information | Center/Support staff scheduling | Tours | Running and closing procedures of center | Local and state policy compliance | Phone Inquiry management

| Social Media management | Success Management
mg & AK | Assisting in setting and reaching goals
linQ | In+ri

Freelance Consultant

January 2013 - present

Basic web design | Design custom graphics (logos, clip art gallery) and style guide | Insight and Analytic data based consult | Develop and implement custom marketing strategy | Define and/or increase brand identity

6 Education

Shaw University

Elementary Education

2003-2007

Activities and Societies: Symphonic, Jazz and Pep Bands: Head Drum Major of Platinum Sound Marching Band: Phi Beta Lambda (<j)8); Kuk SaalWon (Martial Arts)

LgJ Summary

A native of the bustling city of Atlanta, I first came to Raleigh more than a decade ago as a student at the historic Shaw University. I met my future wife (an Atlanta native) and experienced life in this growing metropolis. We loved what we had experienced here; we got married here; we had a child here. 10 years later, we love Raleigh even more.

My time and efforts are focused on enjoying the city's sights, sounds, and activities with my family while helping other Greater Raleigh families do the same in my role with Bright Horizons Family Solutions and as a community advocate. In this role, I have been a **teacher; mentor; confidant; social media manager and administrator** of center and company policy. The partnerships forged during my time in Raleigh has afforded me the opportunity to dialogue and collaborate on projects and initiatives that we all hold dear to ourselves and our community - nurturing a budding talent for marketing and design concepts into bona fide skills used to bring people together.

Volunteer Application Wake County Advisory Boards and Commissions

Robert Ferguson

9408 Ray Rd
Raleigh, NC 27613
919-730-4348

mailto:rob.ferguson@berkpoint.com

I am a(n) 45-year old Caucasian, Male. I am currently employed by Berkeley Point Capital as a(n) Assistant Vice President. My choices of boards on which to serve, in order of preference, are:

1. Wake County Steering Committee on Affordable Housing
2. Housing Authority
3. Wake County Steering Committee on Affordable Housing
4. Adult Care Home Community Advisory Committee
5. Planning Board
6. WakeMed Hospital Board of Directors

Township: Raleigh

Work Experience: 15 years as Licensed Health and Life Insurance Broker, I served a variety of businesses in the Triangle.

Now a Commercial lender with Berkeley Point Capital. A company with a desire to help assist communities to finance the right projects that protect the communities needs to serve the Affordable marketplace.

Volunteer Experience: I have led a Missional based community group at Journey Church for 10+ years.
Volunteer Coach at the YMCA for four years.
Volunteer Coach at CASL for two years.
BNI President at three different area Chapters from 2006 - 2014.
Former Board member at the Triangle Association of Health Underwriters.

Education: Associates Degree from Tidewater Community College 1991
Studied Marketing and Political Science at Old Dominion University, 1992

Other Comments: We all have to yes sooner or later to being a part of something bigger than us or our agendas. I hope that I might be able to donate my time, past experiences, and empathy to help other leaders find a better way to serve the Affordable Housing needs in Wake County.

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Inviatation from Alicia Arnold

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Jeffrey Goebel

2613 Bembridge Dr

Raleigh, NC 27613

919-931-0767

919-828-2501

mailto:jgoebel@jordanprice.com

I am a(n) 47-year old Caucasian, Male. I am currently employed by Jordan Price Wall Gray Jones & Carlton as a(n) attorney. My choices of boards on which to serve, in order of preference, are:

1. Raleigh-Durham Airport Authority
2. Open Space and Parks Advisory Committee
3. Historic Preservation Commission
4. Greater Raleigh Convention and Visitors Bureau
5. Board of Adjustment
6. Planning Board

Township: Raleigh

Work Experience: Real estate attorney in Wake County for 15 years, Conduct commercial transactions throughout NC. Also have years of experience with homeowners associations and consumer finance.

Volunteer Experience: Volunteer at Jeffrey's Grove Elementary School and Finley YMCA. Member of Preservation North Carolina and Triangle Land Conservancy.

Education: B.A. from Marquette University (1991)
J.D. from University of Arkansas (2000)

Other Comments: Wake County is a beacon of progress in this state. We must continue to work to maintain opportunities for all citizens, current and future. To that end, I would like to offer more of me beyond good wishes and attendance on election day.

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Thomas Gulisano

3709 Beaver Lodge Ct

Raleigh, NC 27604

919-954-8906

919-954-0008

District 1

mailto:RDUHOMES@BELLSOUTH.NET

I am a(n) 72-year old Caucasian, Male. I am currently employed by American Beauty Homes, Inc. as a(n) Owner/Broker. My choices of boards on which to serve, in order of preference, are:

1. Planning Board
2. Alcoholic Beverage Control Board
3. Triangle Transit Authority Board
4. Capital Area Workforce Development Board
5. Alcoholic Beverage Control Board
6. Wake-New Hope Volunteer Fire Department Inc. Board of Trustees Firemen's Relief fund

Township: Raleigh

Work Experience: 1988 to present - Owner/Broker, American Beauty Homes, Inc.
1979 to 1987 - Manager, Gulf Oil Corporation

Volunteer Experience: 2012 to present- Commissioner, Housing Authority of Wake
1975 to 1981 - Trustee, Westchester Community College.

Education: MBA courses, NYU
BS in Business, NYU
MS in Management, Westchester Community College

Other Comments:

How did you become aware of volunteer opportunities?
County Web Site

If "Other", how?

Staff Comments

Attachments

Application Submitted On:

11/14/2016

Volunteer Application Wake County Advisory Boards and Commissions

Davis Holt

6208 Bent Fork Circle

Raleigh, NC 27606

919-810-2188

mailto:dholtremax@gmail.com

I am a(n) 27-year old Caucasian, Male. I am currently employed by Remax United as a(n) Broker/REALTOR. My choices of boards on which to serve, in order of preference, are:

1. Planning Board
2. Juvenile Crime Prevention Council
3. Greater Raleigh Convention and Visitors Bureau
4. Housing Authority

Township: Unincorporated Wake County

Work Experience: Real Estate Agent for 5 years

Volunteer Experience: JV Basketball coach at Cardinal Gibbons High School

Education: UNG-Wilmington, Political Science, 2012

Other Comments:

How did you become aware of volunteer opportunities?

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Clifford Isaac

2341 Belvinwood Drive

Fuquay-Varina, NC 27526

828-302-1293

919-675-4388

mailto:cliff.isaac@outlook.com

I am a(n) 45-year old Caucasian, Male. I am currently employed by State of North Carolina as a(n) Facilities and Properties Manager. My choices of boards on which to serve, in order of preference, are:

1. Planning Board
2. Triangle Transit Authority Board
3. Open Space and Parks Advisory Committee
4. Historic Preservation Commission

Township: Fuquay-Varina

Work Experience: Engineer, Contractor, Code Official, Manager, Elected Soil and Water Conservation Supervisor in Catawba County before moving here. I work for the NCDOT - Rail Division as a manager.

Volunteer Experience: Many boards and commissions. Please see Resume.

Education: BS in Civil Engineering from NC State

Other Comments:

How did you become aware of volunteer opportunities?

Other

If "Other", how?

I served in Catawba County on several. Also, Sid Hutchinson send me the link.

Staff Comments

Attachments

CLIFF ISAAC

2341 Belvinwood Drive, Fuquay Varina, NC 27526 H: 828-302-1293 + cliff.isaac@outlook.com

PROFESSIONAL SUMMARY

Accomplished professional with extensive background in managing people, directing projects and effective public service. Effective at developing and implementing effective strategies, policies, systems and procedures. Solid ability to manage small to large projects, directed successful business operations and oversaw business development. Superior negotiation and management skills. Extensive experience working with the local and state government officials. Background in commercial contracting, design and construction. Able to direct multiple teams, projects and personnel simultaneously. Excellent presentation and communication skills.

SKILLS

Leadership	Policy
Program Management	Engineering/ Codes
• Government	Excel Programming
Consulting	Business Development
Construction Management	Contract Management
Public Policy	Customer Service
Organizational Development	Planning
Budgeting and finance	Budgeting and finance

CERTIFICATIONS

Professional Engineer - License 26924 - North Carolina Board of Examiners for Engineers and Surveyors / General Contractors License 72653 - North Carolina Licensing Board for General Contractors / Level III Inspection Certifications - Building, Fire, Plumbing, Mechanical and Electrical - Inspector 18410 - North Carolina Code Officials Qualifications Board / Certified Floodplain Manager- License NC-14-0561 - Association of State Floodplain Managers, Inc. (ASFPM) / Stormwater BMP Inspection & Maintenance Certification License 1986 North Carolina State University/ National Certification Investigator & Inspector - Council on Licensure, Enforcement and Regulation

WORK HISTORY

Facilities and Properties Manager, 03/2015 to Current

North Carolina Department of Transportation - Rail Division- I S Wilmington Street, Raleigh, NC

- Overseeing administration of the Operations and Facilities Branch for the Rail Division.
- Responsibilities include management of consultants and employees to carry out the mission of operation / preservation of the rail corridors and the construction of rail facilities on properties throughout the state. Created systems to streamline budgets, agreements, contracts and properties. These resulted in the branch becoming efficient and effective delivering projects on time and under budget. Obtained documents, clearances, certificates and approvals from local, state and federal agencies. Developed programs for employee evaluation which resulted in marked performance improvements.

Chief Residential Code Consultant, 02/2014 to 03/2015

Office of State Fire Marshal at the NC Department of Insurance -312 Chapanoke Drive, Raleigh, NC

Provided residential building code support across the state of North Carolina working with builders, owners, inspectors and the Building Code Council. Gave opinions on the Residential Code to assist the industry. Developed solutions, reports and presentations to the Building Code Council, professionals and Associations. Researched and updated all required materials needed for code updates and presented them to the Residential Committee for approval.

Certification Engineer/ Investigator, 08/2012 to 02/2014

Office of State Fire Marshal at the NC Department of Insurance -312 Chapanoke Drive, Raleigh, NC

Worked with code officials to develop better policies for effective government.

Responsible for finding solutions to informal complaints and writing formal reports to be represented to the North Carolina Code Qualification Board. Worked with the general public, inspectors, builders, engineers and government officials to find common ground and resolve problems.

- Received unanimous votes on all 21 investigation reports presented to the board.
- Provided code support and monitored code compliance for 4167 inspectors across the state of North Carolina.

Director of Engineering, 12/1996 to 08/2012

Isaac Construction-955 Highway 70, Newton, NC 28658

- Civil/ Structural Engineer with over 15 years construction experience including local and regional projects related to the retail, storage, institutional healthcare and manufacturing industries.
 - Designed civil, structural, plumbing, mechanical electrical and site plans to meet all local, state and federal codes and industry standards. Worked with local officials to insure compliance.
- Managed and coordinated construction activities from start to finish delivering projects on time and in budget. Over 95% of the work was design-build.
- Worked to increase revenues through streamlining the design-build process. Work was completed on time and under budget with no reduction of quality.

Engineer in Training, 10/1995 to 12/1996

Eriksson Engineering-1523 Chesapeake Avenue, Columbus, OH

Designed and detailed the multiple interstate and highway bridge projects throughout Ohio. Major projects included I-670, I-70 and the Ohio Turnpike.

Provided design solutions through innovative computer programs which assisted in the design and detail of the project drawings.

Researched and updated all required materials and specifications needed for firm and contractors.

Engineering Designer, 05/1994 to 10/1995

Varco Pruden Buildings-7031 Albert Pick Rd# 200, Greensboro, NC

- Assisted fellow engineers in the design and detailing of metal building structures.
 - Implemented changes to the main software allowing flexibility for engineers to make better informed decisions.
- Designed over 8 million dollars of steel within 1 year spanning over 200 projects throughout the southeast.

EDUCATION

Bachelor of Science: Civil Engineering, 1994

North Carolina State University - Raleigh, NC

- Emphasis in structures & water resources.

REFERENCES

- References available upon request.

AF FILIATIONS

North Carolina Department of Transportation ADA Committee Member (2016 - Present) / North Carolina Structural Pest Control Committee Member (2013 - Present) / American Wood Council Wood Design Standards Committee Member (2014 - 2015) / Catawba County Soil and Water Conservation Supervisor Elected Member & Vice Chairman of Area II District (2010 - 2012) / Catawba County Planning Board Member (2002 - 2010) / Unified Code Development Ordinance Committee Member (2004 - 2008) / Catawba County Oxford / St. Stephens Small Area Committee Member (2000 - 2004) / Assistant Scoutmaster (1990 - 2010)

ADDITIONAL INFORMATION

Family, Computers, Scouting, Science, Rock Hunting, Nature, Traveling, Music

Volunteer Application Wake County Advisory Boards and Commissions

Garrett Lamm

800 Oakhall Drive
Holly Springs, NC 27540
919-285-2233

mailto:kgrlamm@gmail.com

I am a(n), Male. I am currently employed by FDH Velocitel as a(n) National Quality Control Manager. My choices of boards on which to serve, in order of preference, are:

1. Alcoholic Beverage Control Board
2. Board of Adjustment
3. Wake Technical Community College Board of Trustees
4. Centennial Authority
5. Greater Raleigh Convention and Visitors Bureau
6. Planning Board

Township: Holly Springs

Work Experience: Licensed Civil Engineer in Telecommunications Industry with a Construction Background

Volunteer Experience: Food delivery

Education: North Carolina State University

Other Comments:

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Jonique Lyles
2730 Wolf Village Way
Raleigh, NC 27607
240-751-6014
mailto:jdlyles@ncsu.edu

I am a(n) 22-year old African American, Female. I am currently employed by NC State University as a(n) Leadership Development Student Coordinator. My choices of boards on which to serve, in order of preference, are:

1. Juvenile Crime Prevention Council
2. Commission for Women
3. Planning Board
4. Library Commission
5. Capital Area Workforce Development Board
6. Durham and Wake Counties Research and Production Service District Advisory Committee

Township: Raleigh

Work Experience: Leadership Development Student Coordinator-NC State

Undergraduate Admissions Intern-NC State
NC State High School Mentor for 100+ students
Wake County Communications Intern
Diversity and Inclusion Intern NC State

Volunteer Experience: YMCA Community Hope Mentor(3years)
Habitat for Humanity

Education: NC State University

Other comments: As I have moved throughout my collegiate experience, I have truly gained a plethora of experience, opportunity, and time to find my purpose and I see that possibility for anyone! As I have dedicated my time here at NC State, service was a huge turning point to my journey. Service, in my heart comes down to primarily education, diversity, service, and community. I love helping others reach their goals and even help lay out how they can make a positive impact in the world. As a result I myself want to proactively engage in our local government to help create better opportunities and help through various ways whether for our youth, women, planning, libraries, workforce, and/or research. My background in political science and my work and volunteer experience has truly opened my eyes to many areas that can use improvement in wake county and I would like to use my skills and passion to help make a difference. I have experience in working with students, research, policy analysis, program design, leadership development, and budgeting all to which can positively contribute to a board in wake county. Lastly, I have a strong focus in the youth and education and would love the opportunity to be placed on the Juvenile Crime Prevention Council.

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Intern for County

Staff Comments

Attachments

Bachelor of Science, Political
North Carolina State University, Raleigh, NC

December 2016

RELATED EXPERIENCE

- Diversity and Inclusion Student Facilitator Intern, NC State OIED** **Oct. 2016-Current**
Develop and co-facilitate diversity education workshops for students
Compiling and evaluate data, assisting with workshop planning and preparing for upcoming sessions. Support the OIED staff with their primary responsibilities
- Student Leadership Development Coordinator, NC State CSLEPS** **Sept. 2016-Current**
Create and coordinate a workshops addressing current leadership issues and topics, coordination efforts include research, event programming, marketing, developing training materials, pre and post event communication with participants, etc.
Assist in the development and expansion of programs by researching peer programs, and organizing focus groups
- Undergraduate Admissions Intern, NC State University** **Aug. 2014-Current**
Assist Organization of recruitment events sponsored by Undergraduate Admissions in all 100 NC County school systems
Contribute content to the office social media outlets to best convey the university student experience and diversity
- Emerging Scholars Academy Mentor, NC State University** **July 2016**
Counselor and Residential Advisor providing collegiate experience of NC State to underrepresented High School students.
Coordinated and lead to fully engage students with leadership roles throughout program on collegiate life and university resources through small group facilitation of IO students and overall academy of 100+ students
- Symposium Counselor, NC State Multicultural Student Affairs Office** **May 2016-August 2016**
Designed, structured, and executed a comprehensive 3-day welcome event for 300+ multicultural incoming first-year and transfer students team of 15+
Facilitated and supervised group of 15+ students, hosted large group discussions of 100+ students, and supervised campus-wide volunteer project
- Public Affairs Intern, Wake County Communications Office** **Jan. 2016-May 2016**
Employ communication strategies for Government of Wake County Monthly TV Show, Press, and Social Media
Prepare speeches for senior staff and county commissioners
- Management Analysts Intern, National Institutes of Health, NHLBI** **May 2015-August 2015**
Analyze, focus, and clarify property policy within NHLBI Department,
Develop and present management excel table and graph management information,

ADDITIONAL EXPERIENCE/STUDENT INVOLVEMENT

- University Affairs Committee Chair, Student Government Senator** **January 2015-May 2016**
Help focus and clarify Inclusion Act to support social justice on campus and supporting Finance bill and lead focus groups & initiatives with university departments on campus; Increased student Involvement; Analyzing University Policy and laws
- Founder, President**
Students Proactively Engaged towards Activism Knowledgeably (S.P.E.A.K.) **Summer 2014-Current**
Organize events that actively revive student knowledge, passion, and voice in the community by performing various acts of artistic activism and Lead Voter registration drive and initiatives on campus
- Vice President/Social Action Chair/ Treasurer** **Spring 2013-May 2016**
Delta Sigma Theta Sorority, Inc. Mu Omicron Chapter
Primary Coordinate of social action events and educational programming. Serves as the fiscal officer of the organization
Provide financial reports at each business meeting. Primary applicant for appropriation each semester and Grant Writing

COMMUNITY SERVICE

- YMCA Community Hope Literacy High School Mentor Program** **August 2013-Current**

SKILLS

Microsoft Office Applications, Excel, WordPress; Event Programming; Comfortable with large audiences; Public Policy Analysis and Grant Writing

AWARDS & ACHIEVEMENTS

2015 Chancellors Creating Community Nominee and Winner Dean's List Young People For 2015-2016 Fellow

Volunteer Application Wake County Advisory Boards and Commissions

Anil Makhija

417 Gambit Circle
Wake Forest, NC 27587
716-946-8162
716-946-8162

mailto:ajmakhija@gmail.com

I am a(n) 32-year old Asian, Male. I am currently employed by ABC Phones of North Carolina, Inc. as a(n) Assistant General Counsel. My choices of boards on which to serve, in order of preference, are:

1. Wake County Steering Committee on Affordable Housing
2. Juvenile Crime Prevention Council
3. Housing Authority
4. Human Services Board
5. Domestic Violence Fatality Review Team
6. Planning Board

Township: Wake Forest

Work Experience: Attorney for 7 years

Volunteer Experience: NC Legal Aid (2016)

Education: SUNY Geneseo (NY) - 2006;
Suffolk Law School (MA) - 2009

Other Comments:

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Interested in local politics

Staff Comments

Attachments

ANIL MAKHIJA

716.946.8162 (c) IWake Forest, NC 27587

ajmakhija@gmail.com | www.linkedin.com/in/amakhija

COMMERCIAL, REAL ESTATE COUNSEL

- More than seven years' experience advising corporate clients on commercial real estate contracts
- Ability to apply learned business acumen to the negotiation and resolution of corporate contracts
- Proficient in application of real estate concepts to client-facing legal practice, with ability to achieve clients' business interests while mitigating undue liability and other risk exposure
- Proven interpersonal skills to communicate effectively with clients and colleagues in order to establish accountability and set appropriate expectations for responses and deliverables

BAR ADMISSIONS

Active: Massachusetts (2009); New York (2010)

Pending: North Carolina: comity application filed April 2016, pending review by NCBLE

EXPERIENCE

ABCPHONESOFNORTHCABOJ, JNA INC., Greenville, NC

June 2016-Present

Assistant General Counsel

- Draft, review and negotiate all corporate real estate agreements, including leases, renewals, assignments, estoppels, and NDAs
- Curbed backlog of organic greenfield retail leases, lease assignments and renewals by creating templates for use by various business functions and formalized review and approval processes involving input from real estate and finance leaders
- Drove efforts to obtain executive approval for, and continually manage, external counsel to assist negotiation and review of real estate agreements
- Formalized structure for legal department and acquisition of leasing functions; all leasing and real estate functions reporting to me
- Assist Mergers and Acquisitions group with strategy and document review to determine necessity and scope of schedules, exhibits, and due diligence investigation and production
- Assisted General Counsel with non-real estate matters including employment and labor disputes, litigation, vendor procurement

AMERICAN TOWER CORPORATION, Boston MA

March 2011-April 2016

Supervising Attorney, Asset Protection, U.S. Tower Legal

July 2015-April 2016

- Lead counsel for strategic acquisition transactions targeting sensitive and priority assets
- Solely responsible for review of submitted agreements and recommendation of corrective measures to improve risk mitigation efforts prior to submission to legal executive team
- Advised and educated finance executives and other operational groups on interpretation and effects of legal provisions on asset protection and acquisition efforts
- Primary legal contributor in management meetings to discuss business objectives and drive allocation of legal resources to address needs of business clients
- Improved processes and modified existing agreement targeting efficient legal negotiations to meet business objectives and mitigate undue risk exposure to corporate interests
- Achieved highest closing metric in program's history through effective management of transactional attorneys responsible for drafting, negotiating and closing commercial agreements
- Identified cause of preexisting backlogs and implemented master supply agreement and team-wide management process with outside counsel to curb impacts on business teams and immediately increase deliverables at every transactional level by up to 150% within two weeks

ANIL MAKHIJA

716.946.8162 (c)lajmakhija@gmail.com|www.linkedin.com/in/amakhija | Raleigh, NC 27617

Attorney!, Asset Protection, U.S. Tower Legal

October 2012-June 2015

- Structured and negotiated range of client-facing commercial contracts, including real estate and licensing agreements, targeting long-term interests in existing assets and risk mitigation
- Closed capitalized real estate transactions in excess of \$7 million per quarter, having increased primary closing measurable 50% year-over-year for three consecutive years
- Strategic legal contributor for mergers and acquisitions, including managing legal efforts for all pre-closing due diligence and post-closing negotiations for a \$5+ billion portfolio acquisition
- Implemented the largest lawsuit settlement in company history (*TriStar Investors, Inc. v. American Tower Corporation, et al.*), by drafting and filing 500+ settlement and closing-related documents
- Negotiated master agreement and created processes with regional markets of national carrier to reduce closing lead times by 80% and increased primary closing metric by 30% per year
- Lead counsel for response to RFIs and RFPs with governmental entities, including negotiations for high-dollar portfolios of lease agreements with local-level governmental agencies
- Individual lead on negotiations for range of strategic transactions involving asset relocations and acquisitions to avoid risk-exposure to company

Attorney, Asset Acquisitions, U.S. Tower Legal

March 2011-October 2012

- Reviewed all acquisitions-related due diligence and handled all necessary curative measures, specifically addressing title defects, boundary encroachments and regulatory matters
- Point-of-contact across company-wide business units to cure matters affecting operations and marketability related to ancillary corporate endeavors
- Interpreted agreements to advise business units on future marketability with respect to operational restrictions and exposure to adverse interests, including competitor activity
- Negotiated American Tower's existing office leases in its varying capacities as landlord and tenant

STATE STREET CORPORATION, Boston, MA

February 2010-March 2011

Contract Review and Risk Profile Attorney, Mutual Funds

- Collaborated with domestic and foreign markets to identify common provisions creating undue risk exposure in company's custodial and other services agreements
- Incorporated learned business acumen into review of agreements to introduce and improve risk mitigation elements without sacrificing market-specific business objective
- Created process to catalog, and compared and contrasted the effects of, targeted provisions contained within various fund groups' contracts

EDJJCATION

SUFFOLK UNIVERSITY LAWSCHOOL, Boston, MA

May 2009

- Juris Doctor; Commercial Law Research Assistant; Student Association Treasurer; Peer Mentor

STATE UNIVERSITY OF NEW YORK AT GENESE0, Geneseo, NY,

May 2006

- B.A., Political Science; Minor, Legal Studies
- Activities: Sigma Alpha Mu fraternity Executive Board; Student Activities Commission Treasurer

BOSTON UNIVERSITY, Boston, MA

December 2002 (transferred)

- Transferred from BU School of Management to SUNY Geneseo to pursue study of law

PROFESSIONAL AWARDS AND HONORS

AMERICAN TOWER CORPORATION TOWER STAR, 2013 winner; 2014 nominee

- Recognizes fewer than 1% of worldwide employees embodying company's Core Principles

Volunteer Application Wake County Advisory Boards and Commissions

Dan Matthys

112 Birklands Drive
Cary, NC 27518
407-234-4591
919-380-2774
District 4

mailto:dan.matthys@townofcary.org

I am a(n) 44-year old Caucasian, Male. I am currently employed by Town of Cary as a(n) Development Liaison.
My choices of boards on which to serve, in order of preference, are:

1. Planning Board
2. WakeMed Hospital Board of Directors
3. City of Raleigh Planning Commission
4. Alcoholic Beverage Control Board
5. Raleigh-Durham Airport Authority
6. Alliance Behavioral Healthcare

Township: Cary

Work Experience: I have almost 20 years of Planning experience in both private and public sectors in Texas, Florida and North Carolina. I have spent the past 9 years as a Planner in Cary as a Planning Manager, Senior Planner and Development Liaison assisting developers and citizens through the complexities of planning and permitting in Cary.

Volunteer Experience: While in Florida, I served 3 years on the City of Ocoee Planning and Zoning Board and 2 years on the Lake County Planning and Zoning Commission. I also served 2 years as President of the Florida Planning and Zoning Association (Central Florida) and as a Board Member on the Florida Chapter of the American Planning Association (FAPA) Central Chapter Board. I am currently founder and chairman of Advancingtheheart.org a national 501(C)(3) organization dedicated to innovative cardiac research and therapies.

Education: Bachelors Degree in Urban and Regional Planning from Texas State University
Certified Public Manager (CPM) from Florida State University.
American Institute of Certified Planners (AICP)
American Society of Public Administrators (ASPA)

Other Comments: My family and I moved to Wake County from Central Florida 9 years ago. We love this area and are looking to give back to the local community. I have a unique Planning background, serving in all three realms (private and public sectors and advisory boards). I had the opportunity to help plan some nationally recognized communities such as Disney's town, Celebration. I also take strong interest in healthcare issues and am looking to give back to help make Wake County the best place to live in the U.S.

How did you become aware of volunteer opportunities?

Current Wake County Volunteer

If "Other", how?

Erv Portman

Staff Comments

Attachments

Dan T. Matthys, AICP, CPM

112 Birklands Drive
Cary, North Carolina
(404) 348-1591

Professional Profile:

Experienced in managing sizable amounts of money and a mid-sized staff...computer literate...success oriented with high energy and motivation...a positive attitude and a strong sense of responsibility...good written and communication skills...great problem solver and team player with the ability to work independently...creative, flexible and efficient.

Education:

BS Degree, Urban and Regional Planning. Southwest Texas State University
Certified Public Manager, Florida State University

Professional Affiliations:

American Institute of Certified Planners (Number 016624)
American Society of Public Administrators (ASPA), North Carolina Chapter (NCSCPM)
American Planning Association (APA), Florida Chapter (FAPA)
Founder & Chairman, Advancing the Heart.org, non-profit organization (2011 - present)
Board Member, NC Society of Certified Public Managers (2014 - present)
Presidential Appointee, Florida Planning & Zoning Association (2004-2006)
President, Central Florida Chapter, Florida Planning and Zoning Association (2005, 2006)
Board Member, Central Florida Chapter of American Planning Association (2004)
Lake County, Florida, Planning Commissioner (2004-2005)
Lake County, Florida, Planning & Zoning Commissioner (2003-2004)
City of Ocoee, Florida, Planning and Zoning Commissioner (1999-2002)
Vice Chairman, City of Ocoee, Florida, 2002 Redistricting Advisory Committee
2005 Graduate of Leadership Seminole
2001 Graduate of Leadership Osceola
2000 Graduate of West Orange Leadership

Employment History:

Development Liaison Town of Cary North Carolina 12014 to Present}
+ Developed program and served as Town's first Development Liaison in a new Division to provide hands-on service between the development community and the Town.
+ Served as a liaison between businesses and the government for projects of all size.

Communications & Information Planner Town of Cary North Carolina 12007 to 2014}
+ Developed and managed Cary's multi award-winning Virtual Interactive Planner (VIP) garnering national and international attention, publications, speaking engagements and winning awards in communications, planning, GIS and government innovation.
+ Managed the Department's website and technology.
+ Served as an ombudsman for developers and citizens.
+ Assisted in all divisions of the planning department.
+ Responsible for many special projects under the Department Director.

Planning Manager. Town of Cary, North Carolina (2006 to 2007)

- + Accountable for the overall administration of a variety of current planning programs and processes including zoning, code enforcement, plan review and ordinance administration.
- + Managed over 15 employees.
- + Provided professional planning advice and expertise to elected and appointed officials.

Planning & Development Director Seminole County Florida (2005 to 2006)

- + Accountable for the overall administration of a variety of County programs and processes including Current & Long Range Planning, Zoning, Development Review, GIS, Scanning, Addressing, Building & Permitting, State & Federal Housing grant programs (CDBG, SHIP, ESG & HHRG), Natural Lands, SCI-Net, Concurrency Management, etcetera.
- + Managed over 140 employees including Division Managers, Program Coordinators, Engineers, Planners, Building & Engineering Inspectors, Technicians, and Administrative Assistants.
- + Accountable for an annual Department budget exceeding \$22 million.
- + Streamlined the County Agenda Review Process.
- + Completed and Implemented Department Strategic Plan.
- + Represented the County in a variety of speaking engagements.

Planning Director Osceola County Florida (2003 to 2005)

- + Provided leadership on establishing and accomplishing Department goals.
- + Assisted Director in administration of the Department, including staff recruitment.
- + Served as ombudsman to troubleshoot a variety of County projects.
- + Provided support to all sections of the Planning and other County Departments.
- + Directed a variety of projects for the Department.
- + Conducted Performance Evaluations and Coaching for over 25 employees.
- + Directed and designed team-building exercises for Department personnel.

Concurrency Manager Osceola County Florida (2000 to 2003)

- + Designed and implemented the County's Concurrency Management System.
- + Supervised employees within the Concurrency section of the Department.
- + Developed training programs for new Planners.
- + Managed the County's Vested Rights.
- + Assisted in the preparation of several documents including the County's 5-year Capital Improvements Program, Transportation Impact Fee Ordinance, Commission and School Board Redistricting Map and EAR-based Plan Amendments.

Planner Bowyer-Singleton & Associates Inc (September 1998 to 2000)

- + Represented BSA regarding projects within Orange, Osceola, Seminole, Volusia, Broward, and Polk Counties and several incorporated jurisdictions within these counties.
- + Prepared Due Diligence and other reports for various clients, including the Disney Development Company (Celebration), Centex Homes, Ford Properties, Paulucci Properties, Pizzuti Development, and others.

Planner II Polk County Florida (1996 to 1998)

- + Organized, distributed and presented zoning cases to the Zoning Advisory Board and the Board of County Commissioners on a monthly basis.
- + Reviewed residential and non-residential site plans.
- + Managed the county's vested rights and concurrency files.
- + Instrumental in the development of the County's Land Development Regulations.

References:

Available upon request.

Volunteer Application Wake County Advisory Boards and Commissions

Stephen Mcadams

200 Calibre Chase Dr Apt 205

Raleigh, NC 27609

919-368-2934

mailto:mcadamss@gmail.com

I am a(n) 27-yearold , Male. I am currently employed by Meredith College asa(n) Assistant Director of Events.
My choices of boards on which to serve, in order of preference, are:

1. City of Raleigh Planning Commission
2. Wake County Steering Committee on Affordable Housing
3. Capital Area Workforce Development Board
4. Planning Board
5. Triangle Transit Authority Board
6. Raleigh-Durham Airport Authority

Township: Raleigh

Work Experience: Assistant Director of Events at Meredith College

Volunteer Experience: Active Member of Church of the Apostles

Education: BS Industrial Engineering from Purdue University

Other Comments:

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Alexandra McArthur
618 North Boylan Avenue, Unit 900
Raleigh, NC 27603
919-215-6002
mailto:acmcarthur@gmail.com

I am a(n) 29-year old Caucasian, Female. I am currently employed by Muscular Dystrophy Association as a(n) National Director, Young Adult and Community Engagement. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Planning Board
3. Triangle Transit Authority Board
4. Wake County Steering Committee on Affordable Housing
5. City of Raleigh Planning Commission
6. Historic Preservation Commission

Township: Raleigh

Work Experience: Muscular Dystrophy Association: National Director, Young Adult and Community Engagement (July 2016 - current); Senior Program Manager, Transitions (February 2016 - June 2016)

Taproot Foundation: Consultant, Advisory Services (October 2015-January 2016); Senior Associate Consultant, Advisory Services (October 2014- September 2015); Associate Consultant, Advisory Services (February 2013-September 2014)

LRN: External Affairs & Partnership Coordinator (May 2012 - February 2013)

Davidson College: Fellow for Leadership Development (July 2009 - June 2011)

Volunteer Experience: Visual Arts Exchange: Member of the Board of Directors, (September 2016 - Present)

National Disability Institute: Vice-Chair of the Board of Directors (February 2015 - Present), Member of the Board of Directors (February 2011-2015)

Co-Chair, IncludeNYC Junior Board of Directors (February 2013 - January 2016)

Ms. Wheelchair America, Ms. Wheelchair America Foundation (August 2010 - August 2011)

Founder, Davidson College Women's Leadership Conference (May 2008 - May 2009)

Education: Hive Global Leaders Program, Graduated 2016
StartingBloc Fellowship for Social Innovation, Graduated 2012
Coro Fellows Program in Public Affairs, Graduated 2012
Davidson College, BA, History, Cum Laude, Received Marshall Scholarship in History, Graduated 2009

Other Comments: In 2014, I was named as a White House Champion of Change and was named as a Davidson College Gamechanger in 2015. As a person with a disability committed to advocating for the needs of women of all abilities, I would be honored to serve on the Wake County Commission for Women.

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Recommended to apply through Wake Co Commissioner, Sig Hutchinson

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Jay Meyers

5708 Carriage Park Court

Fuquay-Varina, NC 27526

919-625-0214

919-625-0214

mailto:jmeyers@fuquay-varina.org

I am a(n) **SQ**.year old **Caucasian, Male**. I am currently employed by Town of Fuquay-Varina as a(n). My choices of boards on which to serve, in order of preference, are:

1. **Wake Technical Community College Board of Trustees**
2. **Human Services Board**
3. **Planning Board**
4. **Open Space and Parks Advisory Committee**

Township: **Fuquay-Varina**

work Experience: **24 years of general civil engineering including Morrisville Town Engineer, Fuquay-Varina Town Engineer, and currently Public Utilities Director for the Town of Fuquay-Varina**

Volunteer Experience: **Town of Morrisville Planning Board memeber**

Education: **BS in Civil Engineering**

other Comments:

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Lelia Goodwin

Staff Comments

Attachments

Jay T. Meyers, P.E.

5708 Carriage Park Court

Fuquay-Varina, NC 27526

Phone: 919-625-0214

Email: jmeyers66@yahoo.com

Executive Summary: In my 23-years of experience in both the municipal and private sector, I have always sought innovative cost effective solutions to issues and focused on consistent customer service. I have worked for small and medium size municipal governments and worked on studies with large city organizations which have broadened my perspective and understanding of operational policies, long range planning, inter-governmental cooperation and agreements. I believe my experience in land development, municipal engineering and municipal operational management would be an asset to the right organization.

Employment History:

Town of Fuquay-Varina, July 2008 to Present

Title: Public Utilities Director

Manage 15 person department with \$8 million annual budget which includes water distribution, sewage collection, and sewage treatment

Acted as Owners Representative during construction of \$6 million Public Service Center

Acting as Owner's representative during construction of \$34 million wastewater treatment plant construction project

Acted as project manager for the design of the replacement of the Terrible Creek Wastewater Treatment Plant including alternative analysis, financial feasibility, bond ratings, regulatory review, and bidding.

Prepare and annually update 5-year financial model of the department, including revenues and operations, capital equipment, capital improvements and debt service expenditures

Implemented work order system and in process of implementing inventory control system to better track department tasks and develop database for labor and material cost of services

Manage project to change meter reading system to automatic read system allowing for quicker reading of water distribution system, reducing meter reading labor force from 3 to 2 meter readers in addition to negating a need for a fourth meter reader if the Town had stayed with conventional system, and also provides better customer service through the use of data profiling

Prepare study of alternatives for wastewater sludge disposal and implement wastewater treatment plant sludge disposal change from land application to thickening by rotary press with third party composting with a 6-year payback and became independent of weather conditions

Seek and implement cost effective solutions to infrastructure re-habilitation, such as converting old can style pump stations to suction lift pump stations which saved the enterprise fund over \$100,000 per station on cost on building a new station; re-direction of sewage from one wastewater treatment plant to another to delay need for expansion of wastewater treatment plant Successfully coordinate, negotiate, and participate with other local governmental jurisdictions on utility related issues, such as water distribution/emergency inter-connections, wastewater collection and treatment,

Work in conjunction with the Town's Human Resource Department on human resources issues including training, hiring, performance reviews and safety

Continue many of the responsibilities held as the Town Engineer such as utility allocation, sewer treatment reconciliation, long range planning of the public utilities, and utility design along with construction management.

Town of Fuquay-Varina, September 2003 to July 2008

Title: Town Engineer

First staff Town Engineer; oversaw the development of the Engineering Department to include construction inspections, GIS services, and in-house design.

Responsible for the development of the Town's infrastructure through long range planning of water resources, wastewater treatment options, and transportation thoroughfares, which included Community Improvement Plan and Thoroughfare Plan updates

Review of development plans for conformance with Town Standards and long range plans, including negotiations with developers developing Infrastructure Development Agreements for reimbursement for select infrastructure improvements ranging from a few thousand dollars up to \$500,000.

Management of the modeling the Town's water system using WaterCAD, the sewer collection system using SewerCAD, and mapping the systems using ARCGIS.

Managed project to update the Town's Standards which included input from multiple Town Departments

Town's representative on regional sewer project with Harnett County that included 15 miles of large diameter sewer lines and wastewater treatment plant expansion (Fuquay-Varina's portion of the project was \$18 million)

- Project Manager for the design phase of the NE Judd Parkway which is part of the Town's thoroughfare loop along with a smaller section on the southeast side in conjunction with a development

Prepared study for water, sewer, and thoroughfare bond issue

Forced Annexation Study which included infrastructure master planning with opinions of project costs for multiple areas

Prepared structural plans for the renovation of Town's 1930's era gym (floor replacement).

Responsible for development and adherence to the Engineering Department's annual budget

Make presentations and recommendations to the Town Board of Commissioners

Participated on the former staff economic development committee.

Chas H Sells (Engineering Company), Cary, NC -April 2002 to September 2003

Title: Manager of Municipal Services

- Managed two design teams for various development projects along with marketing/business development responsibilities

Project manager for sewer study for 3000+ acre basin which included design of regional pump station, force main and large diameter sewer lines (Amberly and Waterford Developments in Cary, NC)

Roadway design for future NCDOT maintained thoroughfares as well as local collector roads

Designed storm water collection systems including BMP's for multi-family, commercial and institutional projects

Master sanitary sewer planning, existing system capacity analysis, and alternative study for increased system capacity for Town of Morrisville which included working with NCDOT to install casing pipes under I-540 for future use

CH2M Hill, Raleigh, NC - February 2002 to April 2002

Title: Project Manager

- Responsible for the feasibility study of the merging to the City of Raleigh and the Town of Knightdale's utility systems.
- Scope of work included updating Knightdale's utility system demands through 2020, updating utility system infrastructure through 2020, and assessing the utility system and its operation and **maintenance**

Town of Morrisville, Morrisville, NC - December 1998 to February 2002

Title: Town Engineer

- Responsible for the development of the Town's infrastructure through long range planning of water resources, wastewater treatment options, and transportation thoroughfares.
- Review of development plans for conformance with Town Standards and long range plans
- Responsible for modeling the Town's water system using WaterCAD
- Mapping of the Town's water and sanitary sewer systems
- Developed the Town's first standard utility drawings
- Developed method for organizing and archiving as-built drawings
- Responsible for development/amendments to Town policies and ordinances with respect to Town infrastructure and making presentations to the Town Board of Commissioners
- Responsible for development and adherence to the Engineering Department's annual budget
- Manage 4 person department

United States Army Reserve, 824th Quartermaster (Air Delivery), Fort Bragg, NC - May 1991 to April 2000

Title: Sergeant, Squad Leader

- Decorations included Army Achievement Medal, Overseas Duty Medal, Good Conduct Medal, Belgium Jump Wings, and German Jump Wings
- 824th QM Company and 362nd Army Reserve Battalion Soldier of the Year- 1996.
- Served as airborne qualified parachute rigger responsible for packing various personnel and cargo parachutes, rigging various loads for air delivery, and training/evaluation of squad soldiers
- Completed Primary Leadership Development Course (PLDC) and Airborne Jumpmaster School
- Certified Parachute In-Process Inspector
- Served as Jumpmaster during airborne operations

Meyers Design and Manufacturing, Archdale, NC - June 1997 to December 1998

Title: Operations Manager

- Manage day to day operations of 9 person machine shop for design and manufacturing of tagging and labeling equipment (family business)
- Reviewed and implemented time management techniques to improve shop productivity
- Responsible for ordering materials and parts for machine production with emphasis on price control
- Replaced pricing system using labor and materials database
- Implemented and managed quality control system
- Responsible for employee performance reviews

City of Burlington, Burlington, NC - October 1994 to June 1997

Title: Civil Engineer II

Design and construction management of street, water distribution, sanitary sewer collection, and storm water system improvement projects
Review of subdivision plans for compliance with City Standards
Evaluated streets for annual resurfacing program
Managed the City's storm water program which included cost sharing program with stormwater improvements on private property

Law Engineering, Raleigh, NC - October 1989 to October 1994

Title: Project Manager

- Building Materials Inspections (asbestos and lead based paint)
- Hazardous materials removal project development documents preparation
- Project Manager for account with large regional grocery chain for store renovation projects
- Received Law Engineering's President Award - Fourth Quarter, 1993

Education: B.S. in Civil Engineering from North Carolina State University (1989)

License: North Carolina Profession Engineer (Number 19790)

Training

UNC School of Government Municipal & County Administration Course
UNC School of Government Capital Financing in Local Governments
National Incident Management System (NIMS) Courses - IS-00700, IS-00100, JS-00200.a

References: Available Upon Request

Volunteer Application Wake County Advisory Boards and Commissions

Alexis Nelson

1311 Legacy Greene Ave

Wake Forest, NC 27587

412-720-5606

412-720-5606

mailto:anelsonp2@gmail.com

I am a(n) **33-year old African American, Female**. I am currently employed by Cisco as a(n) **Business Analyst**. My choices of boards on which to serve, in order of preference, are:

1. Capital Area Workforce Development Board
2. Nursing Home Community Advisory Committee
3. Juvenile Crime Prevention Council
4. Commission for Women
5. Planning Board

Township: **Wake Forest**

Work Experience: **Business Analyst, Invoice to Cash**
June 2015 - Present
Cisco System, RTP, NC

Working with the Invoice to Cash (12C) organization to bring standardization, transparency, consistency and robust metric reporting to management and all levels. Lean Six Sigma projects across functions to identify cost savings, non-value add processes and enhanced performance reporting. Ad Hoc reporting as needed to assist with decision making.

Provide decision support through high-quality business forecasting and analytics processes in partnership with key cross-functional stakeholders, including Finance, Sales, Operations, and Order Management organization.

Create highly sophisticated analytic frameworks and functional models to forecast the business and provide recommendations for solving key business problems, while growing/optimizing revenues and profits.

Develop and maintain KPIs and business dashboards to enable performance management and facilitate accountability.

Manage ongoing, ad hoc analytic and reporting requests from key stakeholders in partnership with Invoice to Cash organization.

Analyzing new acquisitions and mergers financials, engagement with Sales, Finance Operations and Order Management to identify E2E process trends through data analysis.

Analysis on customer payment and dispute behaviors, forecasting company DSO, Operation forecasting and analysis

Lead Process Improvement Initiatives with internal and external business partners to increase efficiencies with order to cash cycle.

Business Analyst II, PNC Lending Services - Performance, Analysis & Reporting (PAR)
March 2012-May 2015
PNC Bank, Pittsburgh, PA

The PAR team develops, produces and distributes performance metric reporting for production/support units for Consumer and Supply Chain line of businesses (LOB); this includes building Key Performance Indicators (KPIs) and Key Reporting Indicators (KRIs).

- Develop and manage monthly Key Process Indicator/ Key Risk Indicator (KPI/KRI) for matrix reporting

- Determine and obtain data requirements for projects pre and post performance reporting results

- Produce performance reporting hierarchy to showcase results for Executive, Manager and Supervisor levels audiences

- Work as change agent within the organization to ensure clear, concise communication along with an engaging cohesive environment through independent projects and employee programs

- Works as project manager to identify and eliminate waste/defects within LOB processes/data on lean projects

Instructional Design, PNC University

January 2011- March 2012

PNC Bank, Pittsburgh, PA

PNCU is designed to help tap into the many ways to enhance your skills, increase knowledge and shape the future of its employees'.

- Support Call Center, PNC Investments, Mortgage, Business Banking and Branches with all Instructor Lead Training (ILT) and Web-Based Training (WBT) needs

- Work through project management project life cycle to manage an average of 5 or more projects from initiate to close

- Develop project plan to work alongside program project plan for training material scope and timeline

- Develop innovative and sustainable training in a cost effective manner following the ADDIE model

- Conduct need analysis prior to initiation phase to ensure project eligibility

Training Intern, PNC University

March 2010- June 2010

PNC Bank, Pittsburgh, PA

PNCU is designed to help tap into the many ways to enhance your skills, increase knowledge and shape the future of its employees'. This internship permitted the use of my team work, innovative, self-sufficient, problem-solving and leadership skills to produce tips for remote managers on how to increase employee engagement.

- Prepare and submit project scope to ensure project follows the analyze, design, develop, implement, and evaluate (ADDIE) model

- Ensure detailed and effective communication strategies for all required parties

Alexis Nelson

Page 2

- Conduct need analysis focusing on support, engagement and management styles of distant employees

- Communicate effectively with other Line of Business to conduct interviews and focus groups

- Oversee overall project in a timely manner and develop and implement documentation feedback strategies

Senior Analyst, Shared Services Finance

September 2008- December 2010

PNC Bank, Pittsburgh, PA

Shared Services Finance (SSF) provides financial oversight for various lines of businesses within PNC Bank. SSF supports service partners in many ways, including: forecasting and budgeting; strategic planning; business case analysis; financial reporting; including financial analysis; M&A integration support; process improvement; and, various other financial and accounting related matters. My role within SSF is to manage the Sarbanes-Oxley certification process for Shared Services Finance, and contribute to the enhancement of procedural efficiencies.

- Design and deliver training on the Certification and Journal Entry processes
- Determine need for On-the-Job training to enhance employee engagement
- Manage, develop, and facilitate training for the capital expenditure approval system
- Create, implement and facilitate training for On-Boarding program for new hires
- Develop and maintain Certification Database to enhance process efficiencies
- Manage and review reporting with CFO for quarterly GAAP, Press Release, and SEC submissions
- Manage SEC regulatory reporting for over 600 million in purchase and lease obligations
- Provide extensive review on 100/K drafts and communicate findings
- Perform analysis on operating risk variances to ensure proper classification

Volunteer Experience:

Board Member - Consumer Education Services, Inc. (CESI) is a non-profit service provider of comprehensive personal financial education and solutions for all life stages and for all of life's milestones. Our goal is enhanced economic security for everyone we serve. Serving as an advisory board member to CESI as well as a member of the Finance, Investment and Audit subcommittee.
Learn more www.cesisolutions.org

As a member for the Grant Evaluation committee for Youth Forward we are working to enhance the evaluation process for funds distributed to grant seekers. Youth Forward supports the development of youth and strengthens the capacity of organizations through Creating Connections, Build the Capacity of Youth Serving Nonprofits and Financially Invest in Nonprofits.
Learn More www.chcyouth.org

President/Program Manager
November 2006- December 2009
The Nelson Foundation, McKeesport, PA

The Boyd Nelson Foundation, Inc endeavors to provide opportunities that further education; through fostering career development via three mechanisms: mentorship, networking and training. As President, and Founder it was my passion to have managed the disbursements of annual scholarships, prepared and managed the annual budget and forecast. In addition, I prepared and presented new program initiatives to board of directors for approval.

- Produced all trainings following the analyze, design, develop, implement, and evaluate ADDIE model for the organization
- Established and maintained relationships with foundation partners
- Developed Time Management E-learning guide for traditional and adult learners
- Produced and managed talent management program
- Created, planned and implemented fundraising events to expose organization
- Created and communicated clear, concise and consistent expectations for organization
- Managed 30-person team for recruitment process

Education:

Carlow University, Pittsburgh, PA
December 2011
Masters in Business Administration (MBA) - Concentration: Innovation Management

Carlow University, Pittsburgh, PA

May 2010

Masters of Science in Professional Leadership (MSPL) -Concentration: Training and Development

Robert Morris University, Moon Township, PA

May 2005

Bachelor of Science in Business Administration (BS)- Concentration: Finance

Other Comments:

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Information Session with Judge Rickey

Staff Comments

Attachments

ALEXIS NELSON
1311 Legacy Greene Ave
Wake Forest, NC 27587
(412) 720-5606
anelsonp2@gmail.com

OBJECTIVE

To obtain a position in the field of finance and/or training that will allow me to utilize my analytical skills and express my creativity and desire to bring empowerment and encouragement to the organization.

SUMMARY OF QUALIFICATIONS

Excellent interpersonal skills to build and manage relationships and foster development and growth
Six Sigma Greenbelt Certified and a PMPCandidate
Eight years of Project Management experience
Performance Reporting and Process Improvement experience
Masters Degree and eight years of design and facilitation in training industry
MBA and eight years of strong analytical and communication skills
Robust decision making and time management skills
Strong written and verbal presentation skills

EDUCATION

Carlow University, Pittsburgh, PA, Masters in Business Administration (MBA) - Concentration: Innovation Management	December 2011
Carlow University, Pittsburgh, PA Masters of Science in Professional Leadership (MSPL)- Concentration: Training and Development	May 2010
Robert Morris University, Moon Township, PA Bachelor of Science in Business Administration (BS)- Concentration: Finance	May 2005

WORK EXPERIENCE

Business Analyst, Invoice to Cash Cisco System, RTP, NC	June 2015 - Present
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Alexis Nelson

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September 2008- December 2010

PNC Bank, Pittsburgh, PA

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President/Program Manager

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The Nelson Foundation, McKeesport, PA

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Produced and managed talent management program

Created, planned and implemented fundraising events to expose organization

Created and communicated clear, concise and consistent expectations for organization

Managed 30-person team for recruitment process

Bruster's Ice Cream is a franchise organization working to create the unique brand of homemade ice cream across the country. The key to this function was to build financial models through excel and access for the use of all franchisee's.

- Completed month end close for corporate stores
- Track sales of corporation through multiple reporting
- Established and maintained program to survey customers
- Cost of Goods Sold Benchmark Reporting
- Produced reporting and analysis for marketing fund
- Automate and maintain the functionality of the food cost tool for the chain

EXTRACURRICULAR ACTIVITIES/ACCOMPLISHMENTS

Finance Diversity Council (PNC)
National Association of Black Accountants (NABA)
Finance Community Service Steering Committee (PNC)
Six Sigma Green Belt Certified

PROFESSIONAL ORGANIZATIONS

Operations Diversity Council (PNC)
National Black MBA Association (NBMBA)
Pittsburgh Young Professional (PYP)

COMPUTER SKILLS

Computer: **Microsoft Suite**, Word, Access, PowerPoint, Hyperion, FRx, AS400, CMS, TAS, Peoplesoft, FBI, Systemware, Adobe Photoshop, Adobe Professional 9, Oracle, Snag It, Sharepoint, Captivate, Minitab, Quality Companion, Visio, Tableau

Volunteer Application Wake County Advisory Boards and Commissions

Guillermo Ortiz-Espejel
201 PARK AT NORTH HILLS, APT 536
Raleigh, NC 27609
404-502-6837
404-502-6837
mailto:goes19@aol.com

I am a(n) 68-year old Hispanic, Male. I am currently employed by GOES CONSULTING as a(n) PRESIDENT. My choices of boards on which to serve, in order of preference, are:

1. Greater Raleigh Convention and Visitors Bureau
2. City of Raleigh Planning Commission
3. Durham and Wake Counties Research and Production Service District Advisory Committee
4. Planning Board
5. Wake Technical Community College Board of Trustees
6. Industrial Facilities and Pollution Control Financing Authority

Township: Raleigh

Work Experience: 25+ YEARS EXPERIENCE AS AN STRATEGIC INTERNATIONAL BUSINESS
CONSULTANT

Volunteer Experience: HERITAGE PREPARATORY CHARTER SCHOOL, ATLANTA GA
CO-CHAIR OF INTERNATIONAL COOMITTE, GEORGIA HISPANIC CHAMBER OF
COMMERCE
LATIN SUCCESS, NOT FOR PROFIT ORGANIZATION

Education: MASTER DEGREE IN ECONOMOMICS
BACHELOR ON BUSINESS ADMINISTRATION

Other Comments: VERY INTERESTED TO SERVE THE COMMUNITY

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Guillermo Ortiz/ Resume

Strategic business consultant with an in-depth understanding and extensive network within the multicultural community, particularly into the Latino businesses. Experience amounting to more than 25 years in business development supporting firms with its local and international business strategy.



Education

Bachelor in Business Administration, Iberoamericana University 1968-1973

Masters in Economics, The College of Mexico 1977-1979

MBA, planning and Systems and Economics PHO studies: IPADE/Harvard Business School 1974-1975/

UNAM, 1984

Experience

Goes Consulting, *Atlanta, GA* 2002 to present

Founder anti President

Management consultancy practice to improve "status quo" of firms looking to create economic value.

Sectors of activity: Health care, retail, hospitality, transportation, financial services, IT among others.

Business capabilities: Innovation, domestic and international business strategy.

Prominter, *Mexico City*, 1986-2001

Founder and President

Spearheaded international market research and market intelligence for international firms and embassies.

Conducted more than 100 projects supporting the market entry for local and international firms from the USA,

Canada, Germany, Italy, and Mexico.

Contributed at international *work-shops* and *trades/fairs* in North America and Europe.

Ministry of Industry, Mexico City, 1984-1986

Deputy Director

Foreign investment negotiations under import/export programs.

Coraza Corporación Azteca, *Mexico City*. 1982-1983

Director

Strategic planning of an industrial group: Plastics, Chemicals and Consultancy.

Ministry of Industry, Mexico City 1979-1981

Coordinator

International industrial cooperation between Mexico and Germany.

Academic Experience

Strategic planning professor (VIA, ITAM, JTESM, UP) 1980-1990

International marketing executive program 1980-1990

Affiliations

Chair International business committee, Georgia Hispanic Chamber of Commerce, 2011 to present

Founder member and member of the governing board of Heritage Preparatory Charter Academy School, 2011

Member of the board, Latin Success - non-profit organization 2010

Member of the board, English for successful living - non-profit organization 2010

Georgia Hispanic Chamber of Commerce, member of the economic development committee 2009

Ambassador at large, San Antonio Chamber of Commerce 1990

201 Park at North Hills St. Apt 536, Raleigh NC 27609
Cell: 404-502-6837 email: guillcrmo@goesconsulting.com

Application Submitted On:

12/05/2016

Volunteer Application Wake County Advisory Boards and Commissions

William Palmer
1413 Shady Rise Glen
Raleigh, NC 27603
910-367-8934
mailto:palmer.seth@gmail.com

I am a(n) 30-year old Caucasian, Male. I am currently employed by NC REALTORS as a(n) Political Communications and Regulatory Affairs Director. My choices of boards on which to serve, in order of preference, are:

1. Planning Board
2. Triangle Transit Authority Board
3. Wake Technical Community College Board of Trustees
4. United Arts Grants Panels

Township: Raleigh

If you live in an Extraterritorial Jurisdiction, CSJ Yes
check here:

Work Experience;

Volunteer
Experience;

Education:

Other Comments:

How did you become aware of volunteer opportunities?

If "Other", how?

Staff Comments

Attachments

W. SETH PALMER

1413 Shady Rise Glen | Raleigh, NC 27603 | 910.367.8934 | pahner.scth@mail.com

Relationship Oriented and goal driven with a passion for the legislative process and a proven ability to communicate policy issues in ways that engage and influence others. Focused on building trust and rapport with internal and external stakeholders and developing mutually beneficial partnerships that enhance organizational efforts in the short and long term. Skilled communicator at all levels and functions and a key advisor to senior leadership. Successful track record of managing multiple priorities and completing projects on time within tight deadlines.

Government Affairs
Program Development

Lobbying Experience
Strategic Planning

Presentation Skills
Policy Development

PROFESSIONAL EXPERIENCE

North Carolina Association of Realtors®

2014-Present

Political Communications & Regulatory Affairs Director (2016 - Present), Local Government Affairs Director (2014 - 2015)

Develop research briefs on issues of importance to the association including legislative actions, transportation policy, and regulatory affairs; advise senior leadership on communication needs and lobbying strategies

Lead discussions with the legislative committee to formulate and relay the association's stance on policy issues to 36,000 members; leverage relationships and networks to advocate at the community and state level

Represent the association and its members before regulatory bodies such as the North Carolina Real Estate Commission, Appraisal Board, and Coastal Resources Commission

Highlight government affairs activities through a weekly newsletter and the association's quarterly magazine, *Insight*

Assist local associations with Political Action Committee activities including fundraising and candidate funding

Longleaf Strategy Group

2014 - Present

Founder and Principal

Provide consulting services to local lobbying firms, law firms and trade associations; research legislative policy and draft briefs related to areas of interest

Serve as an advisor to leadership within start-up organizations; provide an overview of opportunities at the local/state level and input on communications strategy, lobbying, grant acquisition, and business growth plans

North Carolina Department of Transportation

2011-2013

Policy Advisor, Logistics (2012-2013), Liaison to the Lieutenant Governor (2011 - 2012)

Developed strategic plan aimed at increasing operational efficiency and improving legislative relationships after the legislative transfer of the NC Global TransPark and NC State Ports Authority to NCDOT

Assisted the Governor's Logistics Task Force with the *Seven Portals Study* and *North Carolina Maritime Strategy*; drafted final report outlining a plan to move people, goods, and information more efficiently throughout the state

Researched policy in the areas of transportation, commerce and trade, and maritime operations; drafted white papers for the Lt. Governor, Secretary of Transportation, and Director of Statewide Logistics

Office of Lieutenant Governor Walter Dalton

2009 - 2011

Director of Constituent Services

Represented the Lt. Governor on committees related to education, US Census and transportation; interacted with members of the General Assembly, statewide government officials and high profile business leaders

Developed social media outreach plans and protocols and managed the Lieutenant Governor's website

Conducted research on innovative education technologies for the Joining Our Businesses and Schools Commission

Served as a Legislative Intern in the Office of North Carolina House Majority Leader Rep. Hugh Holliman, 2008 - 2009

EDUCATION & HONORS

North Carolina State University, Raleigh, NC
B.A., Political Science, 2008

North Carolina Institute of Political Leadership
Fall 2011 Fellow

LEADERSHIP & ASSOCIATIONS

Band Together, Co-Chair Main Event (2016-Present), Nonprofit Selection Committee (2014-Present); NC State University Friends of Arts NC State Board of Directors (2015-Present), Food Bank of Central and Eastern North Carolina, Social Media Ambassador (2013-Present); City of Raleigh Bicycle and Pedestrian Advisory Commission, Member (2015-2016); Jim "Catfish" Hunter ALS Association, Chair: Advocacy Committee (2010-2015)

Alexandra Cline McArthur

Phone: (919) 215-60021 Email: acmcarthur@gmail.com

Employment Experience

National Director, Young Adult and Community Engagement (July 2016- Present)

Senior Program Manager, Transitions (February 2016 - June 2016)

Muscular Dystrophy Association

Leads the MDA Young Adults Program, which seeks to provide resources, services, and community to support the educational, employment, and independent living goals of young adults with neuromuscular disease

Monitors and creates content for the Young Adults Programs website, blog, and newsletter

Establishes and manages organizational partnerships with other disability and youth development organizations

Supports and shapes the MDA policy agenda and connects young adults to advocacy opportunities

Spearheads and facilitates the MDA National Community Advisory Committee, a new initiative for community feedback

Consultant, Advisory Services (October 2015 - January 2016)

Senior Associate Consultant, Advisory Services (October 2014 - September 2015)

Associate Consultant, Advisory Services (February 2013 -September 2014)

Taproot Foundation

Advised leading companies on the design, implementation, and scale of corporate pro bono programs, as part of a \$1.5M consulting practice

Managed client relationships including Moody's, Hilton Worldwide, Time Warner, and American Express

Drove business development through pitches, proposal writing, relationship development, and negotiations

Developed new products and improved operations to support Taproot's Corporate Advisory Services

Created thought leadership collateral and research to support the growth of the \$15 billion pro bono marketplace

External Affairs & Partnership Coordinator (May 2012 - February 2013)

LRN

Managed relationships, collaboration, projects, and events with key organizational partners such as Clinton Global Initiative, United Nations Global Compact, the Elie Wiesel Foundation for Humanity, frog Design

Coordinated planning, content, outreach, and media for inaugural "Reinvent Business "Hackathon attended by 160 participants, featured in 15 media outlets including Forbes and FastCompany

Vetted and created content for speeches, presentations, and articles for CEO Dov Seidman for engagements such as: the COMM!T Forum, Clinton Global Initiative, and World Economic Forum

Fellow in Public Affairs (September 2011 -May 2012)

Coro New York Leadership Center

Chosen as one of twelve participants in a highly competitive, full-time program that prepares young professionals for effective leadership any sector through team-based projects, professional placements, and intensive training

Completed various projects at one-month placements. Placements included:

- o **Government:** *NYC Service: Mayor's Office of Volunteerism:* Identified and outlined organization partners and projects for CoolRoofs and Summer in City Internship Program, created monthly newsletter
- o **Political Campaign:** *United Teachers Federation:* Assisted with political strategy, marketing, and direct outreach for local District Attorney race
- o **Labor:** *Restaurant Opportunities Center United:* Formulated strategic plan for opposition research, facilitated a focus group for opposition research online platform
- o **Business:** *Brooklyn Navy Yard Development Corporation:* Developed action plan handbook for obtaining New Market Tax Credits worth over \$10 million, marketed the BNY museum to local hotels
- o **Non-Profit:** *Smile Train:* Curated Patients Resources page for website, created marketing materials for partner organizations recruiting new patients to Smile Train services, produced a best-practices guide for surgeons discharging patients, distributed to over 80 countries

- o **Independent: LRN (Ethical Leadership Firm):** Researched and crafted presentation content for CEO Dov Seidman. Outlined relationship-building strategy and operations plan for connecting corporate leaders. Conducted interviews with change-makers such as Gina McCarthy (Commissioner of the EPA), John King, Jr. (Secretary of Department of Education), Jonathan Tisch (Chairman, Lowes Corporation), Bill DeBlasio (Mayor, City of New York), Geoffrey Canada (President, Harlem Children's Zone),

Fellow for Leadership Development (July 2009-June 2011)

The Chidsey Center for Leadership Development, Davidson College

Selected, managed, advised, and created weekly programming for 20 first-year Leadership Fellows

Planned and implemented 3-day annual leadership retreat including setting success criteria

Secured community leaders for monthly student/leader seminars and Lessons with a Leader series

Publicized Center's fellowship, programs, lectures, and services provided to campus and broader community

Leadership Experience

Vice-Chair of the Board of Directors (February 2015 - Present)

Member of the Board of Directors (February 2011 -Present)

National Disability Institute

Leads fundraising initiatives, including \$10K in Board contributions and a \$250K capital campaign

Sets strategic direction for the Board, including Board Meeting agendas, facilitation, and communications

Provides support and guidance to the Chair and Executive Director

Represents the National Disability Institute at events and meetings

Responsible for the legal and financial oversight of the National Disability Institute's \$5 million budget

Ms. Wheelchair America 2011 (August 2010 -August 2011)

Ms. Wheelchair America Organization

Chosen after a week-long competition of interviews and speeches to advocate nationally for people with disabilities through media outlets, speeches, workshops, lobbying, and appearances

Secured corporate and individual sponsors for \$5,000+ in travel funds

Projects & Short-term Engagements

Ongoing

Public Speaking & Advocacy

Presented at over 50 events for organizations such as: National Foundation of Women Legislators, JP Morgan Chase, DiversAbility, Bank of America, #ForAll Campaign, Society for Human Resources Management, Lowe's Corporation, Independent Sector, The White House, UN Foundation

Featured in press outlets such as: Charlotte Observer, DNAinfo.com, New York Times, News & Observer

Education, Affiliations, & Awards

Davidson College, Davidson, NC, *Cum Laude*, May 2009

History Major - additional study in Spanish and Communications

Marshall Scholarship in History - awarded to 25 students nationwide for excellence in research and writing

University of Sussex, England- study in History and English law (Fall 2007)

Omicron Delta Kappa-National Leadership Honor Society, inducted Spring 2009

StartingBloc Fellow for Social Innovation-Graduated from 5-day institute for social change-makers, August 2012

IncludeNYC-Junior Board Co-Chair February 2013- January 2016 raised over \$10,000 annually

Corporate Services Coalition - Chosen to represent Taproot on coalition to encourage service in NYC, September 2014

DiversAbility- Co-founder of a nationwide campaign to rebrand disability

White House - Named as one of 10 White House Champions of Change for Disability and Employment, October 2014

Davidson College - Named as an alumni GameChanger in 2015; served as Honor Council Alumni Speaker 2015

Hive Global Leader- Selected as a Global Leader in 2016

Volunteer Application Wake County Advisory Boards and Commissions

Kyle Reese

200 Bally Shannon Way

Apex, NC 27539

973-615-1810

mailto:kmreesemba@gmail.com

I am a(n) 44 year old African American, Male. I am currently employed by Cisco Systems as a(n) Sales Manager.
My choices of boards on which to serve, in order of preference, are:

1. Planning Board
2. City of Raleigh Planning Commission
3. Capital Area Workforce Development Board
4. Greater Raleigh Convention and Visitors Bureau
5. Triangle Transit Authority Board

Township: Holly Springs

Work Experience: Senior Manager with 20 years of experience in finance, business analysis, strategic planning, business development and project management for international companies across the consumer products, manufacturing, technology and professional services industries; with revenues ranging from \$100 million to \$45 billion. Proven expertise providing decision support analysis that has increased profits, preserved resources and developed organizational efficiencies and process improvements.

Volunteer Experience: Learning Together Inc. Board of Directors 2013-Present
Board Vice-President 2015-2016
Board President 2016-Present

Education: MBA, Marketing
Seton Hall University, South Orange, NJ

BS, Accounting
Winston-Salem State University, Winston-Salem, NC

Other Comments:

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Town Hall meeting with other elected officials

Staff Comments

Attachments

SUMMARY

Senior Manager with 20 years of experience in finance, business analysis, strategic planning, business development and project management for international companies across the consumer products, manufacturing, technology and professional services industries; with revenues ranging from \$100 million to \$45 billion. Proven expertise providing decision support analysis that has increased profits, preserved resources and developed organizational efficiencies and process improvements. **Experiences and skills include:**

Forecasting & Budgeting
Sales Strategic Planning

Financial Modeling
Sales Management

Full P&L Responsibility
Business Development

CERTIFICATIONS AND SOFTWARE EXPERIENCE

Certified Six Sigma Green Belt, Hyperion, Microsoft Office, including advanced Excel (pivot tables, v-look ups and macros), PowerPoint, Outlook and Access, Business Objects, PeopleSoft and CMS.

CAREER EXPERIENCE

CISCO SYSTEMS, Research Triangle Park, NC

2011- Present

\$44 billion global industry leading Technology and Solutions Company

Sales Manager, Virtual SalesChannels- Central/East US Areas

2015 - Present

Lead 17 virtual sales agents that cover 200+ partners, \$550M of annual revenue, in a matrixed reporting structure; selling across all Cisco business segments

Manage goaling for entire Americas virtual channels organization, nearly \$18 in annual bookings

Drove overhaul of partner assignment, removing low-performing partners from list and revamping the field PAM/AM teaming strategy

Lead the organizational development of the Public Sector GTM strategy and Distribution engagement

Implemented quarterly forecasting process, partner profiling process and key financial documentation

Developed/Identified KPIs to help quantify partner success and build effective strategic plans for growth

Envisioned, designed and championed a 2-day VPAM educational summit. This inaugural event had global attendance; with over 100 attendees and (-level speakers representing the Cisco Partner community

Sr. Finance Manager/Controller, Global Virtual Sales-Americas Region

2013 - 2015

Supported \$28 Americas Virtual Sales region of Global Virtual Sales; North, Central and South America

Developed and managed annual plan and goals for entire region, theaters and sales agents; 500+ FTE and contract headcount

Developed reporting analytics and dashboards for US and Canada Partner Sales teams

Refined goal setting process across region and standardized the goals for Ignite Team hires and Associate Sales Representatives (Early in Career professionals)

Global Finance Manager, Global Virtual Sales, Global OPEX Finance

2011 - 2013

Managed annual \$125M Global OPEX budget for the Virtual Sales Organization; including 1,200 FTE permanent and contract headcount and \$38 in sales

Re-engineered the reporting, accrual and reconciliation processes for the GVS \$45M Global vendor OPEX

Consolidated reporting across all three global regions; Americas, EMEAR and Asia-Pacific

DAYPITNEY, LLP, Parsippany, NJ

2008-2010

\$200 million privately-held law firm with nine offices.

Finance Manager

Led all FP&A and AP related functions

Led the implementation of new AP work/low system to improve the invoice in-take/payment processes.

LEXISNEXIS Martindale-Hubbell, New Providence, NJ

2006 - 2008

\$1 billion international professional services company in the legal industry.

Finance Manager, Business Management (Formerly Director before re-structuring)

Development of monthly/quarterly revenue statements, financial forecasts, and budgets.

Standardized the revenue recognition budgeting, reporting and forecasting for the Small Law division, \$180 million combined.

AVIS BUDGET GROUP, Parsippany, NJ

2004- 2006

\$5 billion publicly-held global company in the leisure and corporate travel industry.

Manager, FP&A

Prepared and consolidated financial reports, developed budgets, and performed variance analysis in accordance with business plan.

Developed a new monthly P&L forecasting process, in Hyperion, reducing the forecasting cycle by one day and automating all reports.

PERNOD RICARD USA, Purchase, NY

2002 - 2003

\$700 million division of global leader in the Wine and Spirits industry. My brands generated \$350 million in revenue.

Manager, FP&A

Closed and prepared monthly financial statements for Wild Turkey and Seagram's Gin product lines.

Completed acquisitions, sales or development of new or existing brands.

Assisted in the development of new system for analysis of Advertising and Promotional spending, that saved the company \$400,000 a year in late fees or overpayments to vendors.

KRAFT FOODS, Detroit, MI

2000-2002

\$40 billion global consumer products conglomerate.

Business Unit Controller

Managed revenue, expenses and headcount for the Detroit Sales region, \$600 million in revenues and 100 employees. Conducted quarterly audits and trained the staff on proper file maintenance and policies.

Developed a forecasting model that standardized the monthly forecasting process for all 22 sales regions.

SIMON AND SCHUSTER, New York, NY

1998-2000

\$200 million imprint of an international publishing and media company.

Senior Financial Analyst

NABISCO FOODS, Winston-Salem, NC and East Hanover, NJ

1994-1998

\$8 billion consumer products company that merged with Kraft Foods in 2000.

Associate Analyst! Business Analyst! Hyperion Coordinator

EDUCATION

MBA Marketing

Seton Hall University, South Orange, NJ

BS Accounting

Winston-Salem State University, Winston-Salem, NC

Volunteer Application Wake County Advisory Boards and Commissions

Simone Robinson

900 E Six Forks Rd, 510

Raleigh, NC 27604

517-614-5787

919-704-5357

District 5

mailto:simone.robinson@ymail.com

I am a(n) 67-year old, Female. I am currently employed by Neighborhood Solutions as a(n) Lead Planner. My choices of boards on which to serve, in order of preference, are:

1. Housing Authority
2. Planning Board
3. Capital Area Workforce Development Board

Township: Raleigh

Work Experience: Neighborhood Solutions - Lead Planner
Provide documentation expertise and community outreach for transportation-related projects.
City of Raleigh, Long-range Planning - Planner I
Managed projects to support the implementation of the Comprehensive Land-use Plan and Unified Development Ordinance.
NCDOT, Community Studies - Community Planner I
Managed projects assessing transportation-related effects on local communities, land-use, and development to advance and inform the project development and environmental analysis process.

Volunteer Experience: Habitat for Humanity Wake County - Homeownership Coach
Assist homeowners with the development and execution of goals pertaining to homeownership, finances, credit, and HFHWC program requirements to equip them to purchase, build, maintain, and retain ownership of their home.

Education: Master of Urban Planning - Housing, Community and Economic Development (The University of Michigan)
Bachelor of Science - Apparel, Textile Merchandising Management (Eastern Michigan University)

Other Comments:

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Multifaceted, efficient and seNice-oriented urban planner with education and experience in community, economic and housing development, land-use planning, data collection and research to inform strategy, maintain relationships and build communities. Diversified skill set covering project management, data analysis, meeting facilitation, writing and effective communication.

EDUCATION

The University of Michigan

Master of Urban Planning - Housing, Community and Economic Development

Ann Arbor, MI

August 2013

Eastern Michigan University

Bachelor of Science -Apparel, Textile Merchandising Management

Ypsilanti, MI

December 2008

EXPERIENCE

Neighborhood Solutions, LLC

Lead Planner/ Project Manager

Raleigh, NC

April 2016 to Present

Provide documentation expertise and community outreach for transportation-related projects in compliance with NEPA standards for Environmental Justice

Collect, analyze and interpret demographic, socio-economic, land-use, infrastructure and multimodal transportation data to compose technical reports including Community Characteristics, Community Impact Assessment, and Indirect and Cumulative Effects

Serve as technical support to government agencies for the preparation of environmental impact documents in compliance with NEPA standards for Environmental Impact Statements and Assessments

Assist with public involvement and community outreach activities for transportation-related projects

City of Raleigh, Long Range Planning

Planner I

Raleigh, NC

October 2015 to March 2016

Managed projects to support the implementation of the Comprehensive Land-use Plan and Unified Development Ordinance

Processed and prepared petitions for annexation, rezoning, and Certificate of Appropriateness

Researched and prepared written reports on planning policies and elements of the comprehensive plan

Collected, analyzed and interpreted demographic data to update annual Data Book publication

Researched and prepared environmental reviews to assess land acquisition/ disposition impacts

Prepared information, provided assistance, and responded to requests from citizens, developers and public officials on property and land-use regulations

North Carolina Dept. of Transportation, Community Studies Group

Community Planner I

Raleigh, NC

May 2014 to October 2015

Managed projects assessing transportation-related effects on local communities, land-use, and development to advance and inform the project development and environmental analysis process

Collected, analyzed and interpreted demographic, socio-economic, land-use, infrastructure and multimodal transportation data to compose technical reports including Community Characteristics, Community Impact Assessment, and Indirect and Cumulative Effects

Reviewed and revised Community Characteristics, Community Impact, and Indirect and Cumulative Effects assessments, and NEPA Environmental Documents including Categorical Exclusions and Environmental Impact Statements

Developed project scopes, prepared and negotiate task orders, and managed the work of consultants

Provided project information to citizens and public officials at statewide community outreach and public involvement efforts for State Transportation Improvement and Comprehensive Transportation Planning projects

Conducted interviews, focus groups, and facilitated discussions to gain feedback from citizens regarding State Transportation Improvement projects

City of Ann Arbor, Planning Division

Project Manager - Citizen Participation Ordinance Evaluation (Internship)

Ann Arbor, MI

October 2012 to April 2013

Evaluated ordinance requiring developers to provide public notice of proposed projects, resulting in improved participation process for citizens and developers

Designed and conducted data collection and analysis efforts, including online surveys and focus groups to collect feedback from citizens and developers

Prepared reports and presented findings and ordinance improvement recommendations to Planning staff

NeighborWorks America, Division of Field Operations*Community Scholar (Internship)*Washington, DC
June 2012 to August 2012

Coordinated evaluation of affiliate organization development initiatives and network expansion activities

Analyzed the effectiveness of national new affiliate orientation, and developed an integrated orientation process and comprehensive resource manual for field offices, resulting in streamlined method for introducing new affiliates to network

Evaluated proposals for the Collaborative Models grant and made funding recommendations to the review board

Reviewed data and applications submitted by community development organizations for network membership

Conducted interviews of pilot participants and coaches of the Excellence in Governance board training program

Michigan Economic Development Corp, Business Attraction*Business and Community Development Corporate Temp*Detroit, MI
November 2011 to August 2012

Designed and led data collection efforts for projects pertaining to global fiber, textile and apparel industries, and Michigan's garment industry supply chain resulting in a \$70,000 federal grant for the Michigan Fiber Industry Strategic Planning and Infrastructure Improvement Project

Collected data for projects through interviews; census, market and industry data analysis; data synthesis and online surveys

Developed and maintained relationships with MI fiber, textile and apparel industry members to promote membership of the Michigan Garment Industry Council (MGIC)

Prepared reports and presented findings of strategic opportunities in garment sector to MGIC

VOLUNTEER EXPERIENCE**Habitat for Humanity WakeCounty***Homeownership Coach*Raleigh, NC
September 2014 to Present

- Assist homeowners with the development and execution of goals pertaining to homeownership, finances, credit, and HFHWC program requirements to equip them to purchase, build, maintain, and retain ownership of their home

Nurturing Early On Is Necessary (NEON) - Saving Our Sons Initiative*Event Coordinator*Lansing, MI
December 2013 to June 2014

Led planning and implementation activities for a county-wide community-building event, including location and speaker research and selection, staff assignments, budget development, meeting facilitation, and overall administrative tasks resulting in over 2,000 attendees

YouthVille Detroit - Fashion Status 101*Advisor*Detroit, MI
December 2005 to December 2007

Advised and instructed a group of 10 teenage girls interested in pursuing fashion related academic and career opportunities, resulting in 5 students enrolling in fashion related college degree programs

Designed and taught educational curriculum and instructional seminars, coordinated all group activities and field trips, managed budget and expenditures, and created and conducted program evaluations

COMPUTER SKILLS

Proficient in Microsoft Word, Excel, PowerPoint, Access, Publisher and Outlook, Adobe Creative and Professional suite, and ArcGIS

Volunteer Application Wake County Advisory Boards and Commissions

Bret Rackow
5304 Huntingwood Dr

Raleigh, NC 27606

919-628-5906

919-834-3601

mailto:bret.rockow@gmail.com

I am a(n) 48-year old Caucasian, Male. I am currently employed by Clancy & Theys Construction as a(n) Senior Estimator. My choices of boards on which to serve, in order of preference, are:

1. Planning Board
2. Open Space and Parks Advisory Committee

Township: Raleigh

Work Experience: I've worked in the commercial construction industry since 1995. Primarily in preconstruction, planning and estimating. I'm currently a Senior Estimator for Clancy & Theys Construction Company. My full work experience can be seen on LinkedIn at www.linkedin.com/in/bret-rockow-0406a631

Volunteer Experience: Committee Member, Green Building/Sustainable Living Committee, City of Myrtle Beach, South Carolina. 2013-2014

Committee Member, Construction Management Technology Advisory Committee, Horry Georgetown Technical College, Conway, South Carolina. 2012-2014

Education: LEED Accredited Professional, by the U.S. Green Building Council through the Green Building Certification Institute.

College of Lake County, Grayslake, IL - Business Administration

Other Comments: I relocated to Raleigh in December of 2014. I was active in the Myrtle Beach community and would like to do the same here.

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Troy Samuels

209 Atwood Drive
Holly Springs, NC 27540
919-762-7657
919-554-0837
District 2

mailto:samuelst@aol.com

I am a(n) 46-year old Caucasian, Male. I am currently employed by Toll Brothers, Inc. as a(n) Project Manager.
My choices of boards on which to serve, in order of preference, are:

1. Planning Board
2. Triangle Transit Authority Board
3. Housing Authority

Township: Holly Springs

Work Experience: Residential & commercial construction project manager for nearly 25 years, including land acquisition, land development, and site plan approval expertise.

Volunteer Experience: Served as Vice Mayor and city commissioner for the City of Miramar, FL, for 8 years. Served on Broward County (FL) Metropolitan Planning Organization board, a transit board consisting of elected officials for 8 years. Served on county Resource Recovery Board, a county-wide solid waste advisory board for elected officials. Served a number of National League of Cities boards and committees.

Education: B.A. from Florida International University, Miami, FL

Other Comments:

How did you become aware of volunteer opportunities?
County Web Site

If "Other", how?

Staff Comments

Attachments

TROY SAMUELS

(954) 593-4939
SAMUELST@AOL.COM

13100 S.W. 53rd Street
Miramar, FL, 33027

SKILLS

Strong organizational, analytic and strategic-thinking skills with demonstrated ability to create, implement and monitor complex plans, and translate those plans into goals and concrete methods and strategies.

Business administration expertise, able to coordinate with management, cross functional teams and vendors in the execution of large projects or in daily tasks and functions.

Experience interacting with municipal, state and federal governments; firm understanding of municipal, state and federal legislative and executive processes and key players in the state capital and Congress.

Possesses well-developed interpersonal skills and the ability to motivate and direct others from multi-functional and diverse backgrounds.

Able to communicate effectively, both orally and in writing; experience with media interviews and writing for publication

Strong professional presentation skills with much experience in public speaking.

Exceptionally organized and disciplined; Ability to establish and meet deadlines

Licensed Certified General Contractor, State of Florida, #CGC060474, OSHA 10 Hour Construction certified

Proficient with Microsoft Office, Outlook, BuildPro, Enterprise One, CRM, Buzzsaw, Quickbooks.

Foreign languages spoken: Haitian Creole, French

PROFESSIONAL EXPERIENCE

Toll Brothers, Inc. - Wake Forest, NC 2016 - Present, Parkland, FL, 2013 -2015 *Project Manager*

Provides construction project management for a national luxury homebuilding corporation including, but not limited to, developing and implementing operating plans for project, project cost projections, land development management, storm water prevention management, value engineering, contract management, plans approval coordination, product submittal, quality control inspections and reporting, marketing, owners representation and construction management.

Key Projects:

Hasentree Golf & Country Club, Signature Collection: single family homes ranging from 4,060 sf - 4,932 sf under air with a base price range from the low \$670,000's - mid \$700,000's.

Hasentree Golf & Country Club, Executive Collection: single family homes ranging from 3,160 sf - 4,280 sf under air with a base price range from the mid \$520,000's - high \$570,000's

Parkland Golf & Country Club, Heritage Collection: single family homes ranging from 3,714 sf - 6,101 sf under air with a base price range from the low \$1,000,000's - mid \$1,000,000's.

Parkland Golf & Country Club, Ambassador collection: single family homes ranging from 2,285 sf - 3,014 sf under air with a base price range from the mid \$500,000's - low \$600,000's.

Richmond American Homes/ MDC Holdings, Inc. - Boca Raton, FL, 2015-2016 *Division Manager*

Provided division management for a national homebuilding corporation including, but not limited to leading a team of homebuilding professionals in construction, sales/marketing and customer service, developing and implementing both strategic and annual operating plans for the homebuilding division., recruiting, training and managing divisional associates, ensuring adherence to all corporate policies/procedures and applicable regulatory compliance, analyzing data regarding homebuilding operations, product development, sales and marketing plans, construction practices, customer satisfaction, and associate growth/satisfaction, overseeing land acquisition, development and entitlement.

Key Projects:

The Oaks at Boca Raton: single family homes ranging from 4,383 sf - 6,679 sf under air with a base price range from the low \$1,000,000's - mid \$1,200,000's.

Parkland Reserve: single family homes ranging from 2,280 sf - 2,937 sf under air with a base price range from the high \$400,000's - mid \$500,000's.

TR Building Associates, LLC-Davie, FL, 2010- 2013

Owner, Project Manager

Provided construction project management and consulting services for commercial, institutional and residential construction including, but not limited to, project feasibility analysis, phase studies, project cost projections, site development analysis and management, value engineering, plans approval coordination, product submittal, quality control inspections and reporting, marketing, owners representation and construction management.

Key Projects:

Amazing Tires and Wheels: automotive repair shop garage remodel
Certifit Auto Body Parts: distribution facility office and customer lobby remodel
Deerwood Estates, Inc.: multiple single family residence rehabilitation projects
Toll Brothers, Inc: Plans coordination for single family residential project
Church of Jesus Christ of Latter-day Saints: Fort Lauderdale temple site plan, special permit approval and plat amendment consultation; plans approval coordination.

City of Miramar-Miramar, FL, 2005 - 2013

City Commissioner, Vice Mayor

Publicly-elected official who represented city in local, state and federal organizations and interacted with elected and non-elected officials in every level of government. Analysis and oversight of multi-million dollar annual budgets with decision-making authority for the operation of public services, including public works, community services, and police and fire response. Evaluated and participated in collective bargaining agreements with decision-making authority with labor unions within the city and new agreements for unrepresented employees. Assessed site plans for proposed residential, commercial and institutional construction within the city. Initiated new policies and programs for the benefit of the municipality. Played a significant role in public affairs, community relations and crisis management for the public entity.

Deerwood Estates, Inc.-Miramar, FL, 1992 - 2010

Project Manager, Project Coordinator, Controller

Provided construction management and consulting services for commercial, institutional and residential construction including, but not limited to, project feasibility analysis, phase studies, project cost projections, site development analysis and management, value engineering, plans approval coordination, product submittal, contracts administration, quality control inspections and reporting, marketing, owners representation and construction management.

Managed outside vendors to adhere to the construction schedule and coordinated with the project superintendent and subcontractors to ensure that projects were completed on time and on budget. Provided services related to land acquisition, site plan approval, land development, home construction, final product close-out and final assessment of project. As project coordinator, implemented evaluation tools and metrics for managing cost control of construction operations. Managed community management operations such as HOAs from creation to turnover to community. Developed and implemented all human resource programs for the company. As controller, responsible for all accounts payables/receivables, cash flow statements and oversight of loans.

Key Projects:

Weston Christian Academy at First Baptist Church in Weston, FL (23,000 s.f. school building with science lab and auditorium)
Pine Creek Estates development (site development & 30 single family homes) in Coconut Creek, FL
Phoenician Cove development (site development & 26 single family homes) in Davie, FL
Somerset Riviera at Vizcaya development (150 single family homes) in Miramar, FL
Green Cove development (30 single family homes) in Miami, FL

EDUCATION

Brigham Young University-Provo UT, 1988-1989 and 1991-1992

Studied Political Science and International Relations; gap between years spent volunteering in Haiti

Florida International University-Miami, FL, 1992-1997

B.A. in International Relations, School of International and Public Affairs
Some graduate degree course work completed in International Studies

COMMUNITY LEADERSHIP

Gold Coast Builders Association, Broward County, FL, League of Cities Board of Directors, and transportation committee member; Broward County, FL, Metropolitan Planning Organization (MPO); Broward County, FL, Resource Recovery Board; National League of Cities Transportation and Infrastructure Policy Committee; ColorBox Theatre Board Member, Naperville, IL; Homeowners Association (HOA) Board member-Vice president, Treasurer; Miramar Police Athletic League (PAL) board member and Soccer coach; Boy Scout Leader

PERSONAL INTERESTS INCLUDE...

Active church member; served 2 year mission in Haiti, Outdoor activities including running, fishing, soccer, coaching; indoor activities include reading, Bible study, playing piano and organ, listening to music, watching movies.

I am also the husband to a wonderful woman and father to two of the most incredible boys on earth (one is in high school & the other in college). My family is very important to me.

Volunteer Application Wake County Advisory Boards and Commissions

Nicholas Serrano

2404 Oerby Or
Raleigh, NC 27610
919-219-6425

mailto:serrano.nicholas@ncsu.edu

I am a 31-year old Hispanic, Male. I am currently employed by NCSU as a PhD Candidate. My choices of boards on which to serve, in order of preference, are:

1. Historic Preservation Commission
2. Planning Board
3. Board of Adjustment
4. Open Space and Parks Advisory Committee
5. Housing Authority
6. Raleigh-Durham Airport Authority

Township: Raleigh

Work Experience: Teaching and research in architectural history

Volunteer Experience: Durham Board of Adjustment

Education: bs in Horticulture, NCSU; Masters of Landscape Architecture, BSU; PhD in Design, NCSU (expected May 2018).

Other Comments: I am a landscape architect, an expert in the history of urban development, and passionate about social justice.

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Crystal Singletary

2001 River Grove Lane

Knightdale, NC 27545

919-373-1391

919-244-7230

mailto:Crysclr@outlook.com

I am a(n) 52-year old African-American, Female. I am currently employed by Highwoods Properties as a(n) Business Analyst. My choices of boards on which to serve, in order of preference, are:

1. Capital Area Workforce Development Board
2. Greater Raleigh Convention and Visitors Bureau
3. Human Services Board
4. WakeMed Hospital Board of Directors
5. Planning Board

Township: Knightdale

Work Experience: Business Analyst

Volunteer Experience: Formally Board Treasurer at Miracle Temple Ministries
Various other volunteering, such as Food Bank of NC and Raleigh Rescue Mission

Education: A.S. General Studies
B.S. Business Management, MIS

Other Comments: Notary Public

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Crystal Singletary

2001 River Grove Lane

Knightdale, NC 27545

919-373-1391

919-875-6667

mailto:crysclr@outlook.com

I am a(n) 52-year old African American, Female. I am currently employed by Highwoods Properties as a(n) Business Analyst. My choices of boards on which to serve, in order of preference, are;

1. Human Services Board
2. Greater Raleigh Convention and Visitors Bureau
3. Jury Commission
4. Library Commission
5. Planning Board
6. Wake Technical Community College Board of Trustees

Township: Knightdale

Work Experience: 30+ years in Information Technology

Volunteer Experience: Helping Hand Mission, Interfaith Shuttle, Trustee Board local church - Treasurer

Education: AAS General Studies, BS Business Administration, MIS

Other Comments: Would like to contribute in an area that I could use my experience and knowledge.

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Wake County, North Carolina Boards & Commissions

Profile

Which Boards would you like to apply for? *Wake County Planning*

Please list the boards you're applying for in the order of preference.

Lloyd

First Name

E.

Middle Initial

Dunn, Jr.

LastName

6301 Winter Spring Drive

Street Address

Suite or Apt

Wake Forest

City

NC

State

27587

PostalCode

01

What district do you live in?

(919) 556-6479 Home

Primary Phone

(919) 610-5215 Mobile

Alternate Phone

ldunn3q@gmail.com

Email Address

Wake Tech Community College

Employer

Construction Management Tech/Instructional Program Director

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

X Yes <" No

In order to assure countywide representation, please indicate your place of residence: Wake Forest

Interests & Experiences

- *I enjoy my family, fishing, golf, music, being a team member,*
- *I have worked with all kinds and levels of citizens, management and situations,*
- *Retired US Army Major, with 22 years of service and discipline,*

Why are you interested in serving on a board or commission? *I am interested in serving on the Wake County Planning Board because I consider my overall combined educational and multi-business sector work experience call be of value to fellow board members. county commissioners and the Wake County citizens. Additionally, I feel that it would be a great learning experience and all opportunity for me serve.*

Work Experience

Government Sector

- Associate Professor/ Program Director, Construction Management Technology, Wake Tech Community College, (Byrs)
- High School Carpentry Teacher, Durham Public School System (1-year)
- Public Work Supervisor, Street Maintenance Division, City of Durham, NC (6-years)

Non-Profit Sector

- Small Business Director, NC Institute of Minority Economic Development, Durham, NC (6-years)

Private Sector

- Project Engineer & Diversity Business Coordinator, Skanska USA Building, Durham, NC
- Small Business owner, General Construction and Home Inspection,

Volunteer Experience

- Past-President, Faculty Association, Wake Tech Community College (1 year)
- Mentor, Omega Champs Young Male Program, Omega Psi Phi Fraternity, Raleigh, NC (3-years)
- Trustee Board Member, St. Matthew AME Church, Raleigh, NC (5-years)
- Martin Luther King's Jr., All-Children's Choir, Raleigh, NC (4-years)
- Prince Hall Affiliates, Masonic Order, Various Volunteer efforts: Food drives, Tutoring, Street Clean-up

Education

- Master of Science, Construction Management, NC A & T State University, Greensboro, NC
- Bachelor of Science, Business Management, Shaw University, Raleigh, NC
- Associates of Applied Science, Construction Technology Engineering, SUNY, Farmingdale, NY

Comments

I have been associated with some aspect of vertical building design and construction since my high school days. I even had an opportunity to work a summer internship with City of New York, Planning Department in their Upper Manhattan Planning Office. Community planning and development has always interest me and I would like to be part of Wake County's Growth Team.

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Demographics

African-American

Ethnicity

Male

Gender

23 April 1956

Date of Birth

Other

How did you become aware of Wake County volunteer opportunities?

I have always been aware of the various Wake County volunteer opportunities, and felt that this may be a good time to apply.

If you selected "Other" above, how?

I visited the Wake.Gov website for this opportunity.

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, I pledge that, if appointed I agree by my signature below that, if appointed, I pledge to comply with the following ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners.

I. Declaration of Policy

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In recognition of these goals, a Code of Ethics for County officials is hereby adopted. The purpose of this policy is to establish guidelines for ethical standards of conduct for all such officials by setting forth those acts or actions that are compatible with the best interests of the County.

II. Applicability of Ethics Policy

The provisions of this policy shall apply to all elected and appointed County officials, members of County boards and commissions appointed by the County commissioners, and other County employees.

II. Financial and Personal Disclosure

Any County official or employee who must officially consider any public matter involving his financial or personal interests, or those of his immediate family, shall first publicly disclose the nature and extent of such interest and shall abstain from acting thereon unless provisions of state law require otherwise.

III. Gifts and Favors

No official or employee shall knowingly accept any gift, whether in the form of money, thing, favor, loan or promise, when it could reasonably be inferred that the gift was intended to influence or reward an official action on his part. Gifts, meals, other favors of an incidental nature and of minor value, or legitimate political contributions shall not be included in this policy.

IV. Appointment, Employment, or Contract Award of Relatives or Business Partners

Public officials of the appointing authority must disclose on the public record any person of their immediate family related by blood or marriage, or business interest who is being considered for appointment, employment or contract award by that authority.

Immediate family related by blood and marriage are to include: spouse, child, parents, brothers, sisters, grandparents, grandchildren, step-, and in-law relationships for preceding categories.

Lloyd E. Dunn, Jr.
6301 Winter Spring Drive
Wake Forest, NC 21581
(919) 866-5191 Wake Tech Office#
(919) 610-2515 Mobile#
Email: ledunnl@waketech.edu
Personal: ldunn3q@gmail.com

PROFESSIONAL EXPERIENCE

May 2012 -
Present

Associate Professor/ Program Director
Construction Management Technology Department
Wake Technical Community College
Raleigh, NC

Responsible for the overall development and management for the Construction Management Technology program of study, curriculum outline, semester course scheduling, textbook selection, faculty staffing and evaluation, student recruitment, retention and advising. Report the CMTs program activities and progress to the Division Dean; prepare and present information and data for curriculum review assessment; attend staff meetings. Prepare, present and assess curriculum course material which leads to positive student outcomes. Deliver various CMT course materials and lessons via traditional, hybrid and/or on-line Blackboard delivery methods.

August 2010 -
April 2012

Instructor, F/T
Construction Management Technology Department
Wake Technical Community College
Raleigh, NC

Responsible for preparing, delivering and evaluating various assigned course material to first and second year, fulltime and part-time students enrolled in the Construction Management Technology degree and certificate program. Course delivery involves both traditional and online, lecture and visual presentation. Other duties include student advising, and recruitment, and faculty advisor to our Construction Management Advisory Committee.

August 2009 -
July 2010

Carpentry Teacher
Holton Career & Resource Center
Durham Public School System
Durham, NC

Planned, prepared and delivered NC Department of Public Instruction, Fundamental Carpentry Level I, II & III course classroom instruction and hands-on laboratory material to high school student in grades 9" -12" grade. Daily and weekly lesson plan development, developed student assessments and administered state mandated VOCAT. Prepared and submitted documentation enabling the school to become a certified NCCER sponsored facility and provided students with an opportunity to receive their carpentry apprenticeship certification upon successful program completion.

September 2004 -
November 2008

Project Engineer/Diversity Bufileff Coordinator

Skanska USA Building, Inc.
Durham, NC

In the position of Project Engineer: Assisted various project managers with project administrative and management responsibilities in the construction of the Raleigh Convention Center, a \$250 million downtown project. Responsibilities included, but not limited to: bid scope development, contract preparation and execution, contract document control, RFI management, cost engineering, Owner Architect Owner reporting and subcontract management.

In the position of Diversity Business Coordinator: Developed relationship with small business and minority contractors to procure bid and contract opportunities on various project throughout North and South Carolina and Virginia business markets. Established minority participation goals and was successful in achieving on average 20-30% HUB participation on most of Skanska's local public projects. Skanska's designated as local college campus Career Fair representative and student recruiter.

August 2004 -
May 2007

Adjunct Professor

School of Technology
Construction Management Department
North Carolina Agricultural and Technical State University
Greensboro, NC

August 2000 •
September 2004

Contractor's Resource Center

UDI Community Development Corporation
Durham, NC

September 1999 •
September 2004

Director for Minority Contractor's Technical Affiliance Program

NC Institute of Minority Economic Development, Inc.
Durham, NC

June 1993 •
September 1999

Public Works Supervisor

City of Durham, Public Works Department, Street Maintenance Division
Durham, NC

EDUCATION

North Carolina Agricultural and Technical State University

Degree: Master of Science in Industrial Technology. 2003
Concentration: Construction Management

Shaw University, Raleigh, North Carolina

Degree: Bachelor of Science, 1997
Major: Business Management

State University of New York at Farmingdale

Degree: Associate of Applied Science, 1976
Major: Construction Engineering Technology

Additional Training

Pratt Institute, Brooklyn, New York

Construction Management Degree Program

US Department of labor

OTI #511 30 Hr. OSHA for General Industry, October 2013

OTI #501, OSHA Trainer Course, General Industry, November 2015

US Department of labor

OSHA #510 30 hr. for Construction Industry, January 2014

OSHA #500 Trainer Course, Construction Industry, August 2014

NC Department of labor

Manager of Environmental Safety and Health Program in Construction
Certification, February 16, 2015

Licenses and Appointments

North Carolina Home Inspection License

Certified 203K FHNHUD Consultant

State of North Carolina Notary Public

North Carolina Concealed Carry Handgun. Certified Instructor

Military Experience

August 1977-

December 1999

Commissioned Officer United States Army

Rank: Major (Retired)

Positions held:

Operations Officer. (S-3), Group and Battalion level commands

Battalion Fire Directions Officer

Battery Commander

Battery Executive Officer

Battery Fire Direction Officer

AFFILIATIONS

Board Membership

NC State Employee Credit Union Advisory Board. Wade Ave Branch (2009-Present)

North Carolina A&T Construction Management Advisory Board. (Former Chairman)

Fraternity/Civic

Omega Psi Phi Fraternity, Inc., Raleigh, NC Graduate Chapter

Prince Hall Affiliate Masonic Order

Professional

Wake Technical Community College Faculty Association (2010- Present)

WTCC Senator. Applied Technology Division. Faculty Association (2012-13)

WTCC Faculty Association President-elect (2014- 2015)

WTCC Faculty Association President (2015-2016)

WTCC Construction Management Technology Advisory Committee

(Faculty Advisor)

Wake Technical Community College Foundation Supporter (Since 2012)

State Employee Association of North Carolina (2010-Present)

Daniel S. Kadis, LEED AP

2015 Fairview Road – Unit #110
Raleigh, NC 27612

President - Centrex Properties, Inc. – Raleigh, North Carolina

Personal Information and Educational/Professional Experience:

A native of Goldsboro, North Carolina, Daniel (“Danny”) Kadis attended college in Boulder, Colorado where he graduated with double B.A.s in Biology and Geography from the University of Colorado in 1993. After a few jobs in the environmental industry, he joined Centrex Properties, Inc., his family’s commercial real estate business, in 1995 and in 1997 left the company in order to earn a Masters Degree in Public Policy from Georgetown University. Danny returned to Centrex, following graduation from Georgetown’s Public Policy Institute, in June, 1999. He is currently President of Centrex where he oversees the day-to-day operations of the company.

In the spring of 2012 Danny co-founded CommunitySmith, LLC, which engaged in Public/Private Partnerships to focus on community revitalization in secondary markets in the Southeast. With an emphasis on revitalization, adaptive re-use and preservation of historic buildings, CommunitySmith worked with local stakeholders, municipalities and colleges/universities in order to promote economic development in the downtowns or “Main-Street” regions of the communities where they worked. In April 2015 Danny voluntarily left his role at CommunitySmith and is no longer affiliated with the company.

Community Service, Professional Affiliations & Personal Interests:

Danny served as an appointee to the City of Raleigh’s Board of Adjustment from 2003 to 2005, and he earned his Leadership in Energy and Environmental Design Accredited Professional (LEED AP) designation in 2009. Danny served on the Board of Directors for WakeUP Wake County from 2011 to 2016. He was Board Chair from 2013 through 2014 and Chair of the Land Use and Transportation Committee from 2015 to 2016. He served on the Board of Directors at Triangle Land Conservancy from 2008 to 2014 where he chaired the Conservation Strategies Committee from 2013 through 2014. He is currently a full member of the Urban Land Institute (ULI), a member of the Congress for the New Urbanism (CNU) as well as a member of the International Council of Shopping Centers (ICSC). Danny enjoys skiing, hiking, music, going to the mountains and spending time with his kids and family. Most recently he has taken up forging metal as a new hobby.

Wake County, North Carolina Boards & Commissions

Profile

Which Boards would you like to apply for? Wake Co. Planning Board

Please list the boards you're applying for in the order of preference. Wake Planning Board

Daniel S. Kadir
First Name Middle Initial Last Name

2015 Fairview Rd Unit 110
Street Address Suite or Apt
Raleigh NC 27608
City State Postal Code

4
What district do you live in?

(919) 618-1268 (919) 861-2102
Primary Phone Alternate Phone

dkadir@centrexproperties.com
Email Address

Centrex Properties, Inc. President
Employer Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

Interests & Experiences

Why are you interested in serving on a board or commission? I enjoy serving in and giving back to my community.

Work Experience Commercial Real Estate development, management and leasing

Volunteer Experience City of Raleigh Bd of Adjustment, Triangle Land Conservancy
Former Board Member, and Wake UP Wake County Board Member.
Former

Education Undergraduate degrees in Biology and Geography - University of Colorado/Boulder
Graduate Degree from Georgetown University in Public Policy

Comments

See attached

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Demographics

White

Ethnicity

Male

Gender

3/28/1970

Date of Birth

Other

Friends / colleagues

How did you become aware of Wake County volunteer opportunities?

If you selected "Other" above, how?

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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 1/24/17