DOWNTOWN COMMISSION

- 3 year term

- The members … shall represent various segments of the community, have a willingness to participate actively and shall possess expertise and interest in downtown revitalization

Vacancy
Was Brent Campbell
Term to expire 12-31-21

CURRENT MEMBERS	TERM EXPIRES	APPOINTED	TERMS	RACE	HOMEOWNER/RENTER	SEX	AREA	OCCUPATION
Brian Haynes (Council Member) 40 Roberts Street - 2881 777-9443 brianhaynes@avlcouncil.com	When off Council	01-12-16	1	W		M	West	Council
Brent Campbell 48 Curve Street - 28801 230-7732 bacampbell@mac.com	12-31-21	01-08-19 06-09-15	2 1	W		M	Central	Architect
Franzi Charen 84 Barnard Avenue - 28804 216-3909 ashevillegrown@gmail.com	12-31-21	01-08-19 01-26-16	2 1	W	H	F	North	Co-Owner & Director Hip Replacements Clothing & Ashv Grown Business
Dane Barrager PO Box 3017 - 28802 367-1446 (h) 514-4978 (o) dane.barrager@gmail.com	12-31-21	01-08-19 01-22-13	2 1	W		M	Central	Owner-Sqiggle Enterprises LLC
Pamela Winkler 21 Battery Park Ave #403 - 28801 545-9025 winkler.pamela00@gmail.com	12-31-21	01-08-19 01-26-16	2 1	W	H	F	Central	Pastel Artist
Sage Turner Board Member of Downtown Assn 34 Mildred Avenue Asheville, NC 28806 216-9284 (h) 255-7650 (o) sagesturner@gmail.com	When term on Downtown Assn Expires			W		F	West	Finance & Proj Mgr
Andrew J. Fletcher 136 Clingman Ave Asheville, NC 28801 828-348-4672 andrewjfletcher@gmail.com	12-31-20	1/9/2018	1	W/ latino	R	M	South	Self Employed- Pianist LaZoom Tours- Guide

CURRENT MEMBERS	TERM EXPIRES	APPOINTED	TERMS	RACE	HOMEOWNER/RENTER	SEX	AREA	OCCUPATION
Kimberly Hunter 84 Springbrook Rd. Asheville, NC 28804 828-702-7842 kimberly@mountainbizworks.org	12-31-20	1/9/2018	1	B	H	F	North	Entrepreneurship Prog. Manager Mountain BizWorks
Steven Lee Johnson 352 Depot Street, Suite 120 Asheville, NC 28801 818-231-9988 sljohnson@siteworkstudios.com	12-31-20	1/9/2018	1	W	H	M	Central	Owner/Partner Sitework Stdios, PLLC
COUNTY APPOINTEES								
Ruth T. Summers 1 Page Avenue, Suite 270 - 28801 215-1733 (h) 252-7799 ext. 303 (o) ruth@grovearcade.com	12-31-19		1	W		F	North	Pres - Grove Arcade Restoration LLC
Tobias Weas 369 Scarlet Tanager Court Arden, NC 28704 275-2370 tobias@wickedweedbrewing.com	3/00/20		1	W		M		

Chair: Sage Turner
Council Liaison: Brian Haynes (member)
Staff Liaison: Dana Frankel

ASHEVILLE DOWNTOWN COMMISSION

Name	Male	Female	Black	White	Other	North	East	South	West	Central	City	County
Haynes	X			X					X		X	
Campbell	X			X						X	X	
Charen		X		X		X					X	
Barrager	X			X						X	X	
Winkler		X		X						X	X	
Turner		X		X					X		X	
Fletcher	X			X	X			X			X	
Hunter		X	X			X					X	
Johnson	X			X						X	X	
Summers		X		X		X						X
Weas	X			X								X

Asheville Downtown Commission - Resource List

APPLICANT NAME, ADDRESS, PHONE #	DATE SUBMITTED APPLICATION	HOMEOWNER /RENTER	RACE	SEX	AREA	OCCUPATION	INTEREST IN OTHER BOARDS
David Angelus 127 Boulder Creek Way Asheville, NC 28805 David.angelus@compast.net	11-20-19	H	W	M	East	Operations Executive J.P. Morgan Bank	BoA
Jeffrey A. Kellman 825C Merrimon Ave. Asheville, NC 28804 jkellman@kellman.com	11-25-19	H		M	North	Retired	
Sherree Lucas 22 Hibriten Dr. Asheville, NC 28801 sherree.l.lucas@gmail.com	12-13-19	H	W	F	Central	Self-employed/Founder Lucas Strategic Consulting	
Robin R. Raines 65 Furman Ave. Asheville, NC 28801 robin@rowhouse	12-28-19	H	W	F	Central	Vice President Rowhouse Architects	
Brad Blackburn 24 Lynwood Rd. Asheville, NC 28804 brdblackburn@gmail.com	12-31-19	H	W	M	North	Wealth Advisor Truist Financial Corp.	
Kimberly Levi 113 Arco Rd. Asheville, NC 28805 levi.kim@gmail.com	01-05-20	H	W	F	East	Project Manager Novus Architects	AARC
Joy Wilson 57 Sky Exchange Dr. Apt. 104 Asheville, NC 28803 joy.wilson@buncombecounty.org	01-06-20	R	B	F	South	Environmental Health Specialist I County Health & Human Services	

City of Asheville

BOARDS & COMMISSIONS

Application Form

Applicants are strongly urged to attend several meetings of a board prior to applying

Name of board or commission: Downtown or Board of Adjustment Commissions

Your name: David Angelus Home Phone #: 312-315-4588

Street address: 127 Boulder Creek Way City: Asheville Zip Code: 28805

Mailing address (if different): 2000 Aventine Drive #201, Arden NC 28704

Employer: J.P.Morgan Bank

Your position: Operations Executive Office Phone #: 312-315-4588

Resident of City Asheville County Buncombe Race White * Sex M ✔ F ___ * Age 59 *

Are you a Homeowner or a Renter? * Homeowner

Residence location (check one): Central ___ North ___ South ___ East ✔ West ___

Are you aware of any potential conflicts of interest that may arise during your service on this board (i.e., property interest, business interest, etc.)? If so, please explain: None

. Potential conflicts of interest do not preclude appointments.

Please indicate the area(s) of expertise that you can bring to the above board(s), and then in detail list education, experience, reasons for your interest, and other factors that support your interest in serving **Applicants are encouraged to provide a cover letter and/or a brief resume. Please use additional sheets if necessary.**

David Angelus is a professional program manager with PMP certification and twenty five years experience leading global operations, business and technology initiatives. He has a proven ability to develop end-to-end business strategies and operational controls to transform operating environments and improve the customers' experience. David is a recognized senior leader of people, projects and processes. He has successfully led international cross-functional teams in financial services, health care, and the insurance industry. His proven team building, leadership and communication skills combine with customer focus to build strong client relationships.

At JPMorganChase, David is an Executive Director in Consumer & Community Banking (CCB) Operations. Over the last 20 years, David has held senior product and program management leadership roles across the firm. These roles include the management of the JPMorganChase/Bank One Corporate Merger Program Office, multiple large cross-functional operational change events in CCB and the Corporate Investment Bank (CIB), Resolution & Recovery planning for Critical Operations Retail Payments, and product manager to the U.S. Department of Treasury and Department of Homeland Security supporting the Customs and Immigrations Service lockbox network. David is a

Return to:

Sarah Terwilliger, Deputy City Clerk
Post Office Box 7148
Asheville, N.C. 28802-7148

E-Mail: sterwilliger@ashevillenc.gov
Telephone: 259-5839
Fax #: 259-5499

Signature: 

Date: 11/20/2019

E-Mail: David.Angelus@comcast.net

Fax #: ___

* This information is requested for the sole purpose of assuring that a cross section of the community is appointed.

David Angelus is a professional program manager with PMP certification and twenty five years experience leading global operations, business and technology initiatives. He has a proven ability to develop end-to-end business strategies and operational controls to transform operating environments and improve the customers' experience. David is a recognized senior leader of people, projects and processes. He has successfully led international cross-functional teams in financial services, health care, and the insurance industry. His proven team building, leadership and communication skills combine with customer focus to build strong client relationships. At JPMorganChase, David is an Executive Director in Consumer & Community Banking (CCB) Operations. Over the last 20 years, David has held senior product and program management leadership roles across the firm. These roles include the management of the JPMorganChase/Bank One Corporate Merger Program Office, multiple large cross-functional operational change events in CCB and the Corporate Investment Bank (CIB), Resolution & Recovery planning for Critical Operations Retail Payments, and product manager to the U.S. Department of Treasury and Department of Homeland Security supporting the Customs and Immigrations Service lockbox network. David is a JPMorganChase Ambassador and graduate of the Leadership Edge Accelerate (nomination based) executive training program. Prior to joining the Firm, David was a senior consultant for Cambridge Technology Partners dedicated to supporting UBS' hedge fund equity trading business and a program manager for Sawna Business Credit Corporation supporting their credit risk management systems. David holds an M.A. from the University of Illinois and a B.A. from DePaul University. He serves on the Board of the Porsche Club as its Treasurer. David will ultimately reside in Asheville, North Carolina with his wife, Dianne Bienick.

City of Asheville

BOARDS & COMMISSIONS

Application Form

Applicants are strongly urged to attend several meetings of a board prior to applying

Name of board or commission: Downtown Commission

Your name: Jeffrey A. Kellman Home Phone #: (773) 251-0058

Street address: 7 Kimberly Ave. City: Asheville Zip Code: 28804

Mailing address (if different): 825C Merrimon Ave., Asheville, NC 28804

Employer: retired

Your position: _____ Office Phone #: _____

Resident of City X _____ County _____ Race _____* Sex M ✔ F ____* Age 68 _____*

Are you a Homeowner or a Renter? * Homeowner

Residence location (check one): Central _____ North ✔ South _____ East _____ West _____

Are you aware of any potential conflicts of interest that may arise during your service on this board (i.e., property interest, business interest, etc.)? If so, please explain: no conflicts _____. Potential conflicts of interest do not preclude appointments.

Please indicate the area(s) of expertise that you can bring to the above board(s), and then in detail list education, experience, reasons for your interest, and other factors that support your interest in serving **Applicants are encouraged to provide a cover letter and/or a brief resume. Please use additional sheets if necessary.**

Decades of commercial real estate experience (primarily industrial some office) and an education benchmarked by a University of Chicago MBA (Finance & Accounting), a Illinois CPA designation and an MS - Taxation from DePaul University.

Mostly for the last 15 0r 20 years I developed tax advantaged industrial projects. I can read financial projections with substantial accounting and real estate development expertise. I might be able to assist Asheville towards a reasoned broadly supportable path towards economic growth which provides opportunity for all of us.

That is the good news. The difficult news is I spend about 2 weeks a month outside of Asheville and can not promise to be at every meeting if my schedule can't be arranged every time.

If others are better fits for the position I withdraw and grateful to them for making the effort to enhance Asheville.

With best regards.

Return to:

Sarah Terwilliger, Deputy City Clerk
Post Office Box 7148
Asheville, N.C. 28802-7148

E-Mail: sterwilliger@ashevillenc.gov
Telephone: 259-5839
Fax #: 259-5499

Signature: eSigned via BoardsandDocs.com Jeffrey A. Kellman

Date: 11/25/19

E-Mail: jkellman@kellman.com

Fax #: _____

* This information is requested for the sole purpose of assuring that a cross section of the community is appointed.

City of Asheville

BOARDS & COMMISSIONS

Application Form

Applicants are strongly urged to attend several meetings of a board prior to applying

Name of board or commission: Downtown Commission

Your name: Sherree Lucas Home Phone #: 510-589-4984

Street address: 22 Hibriten Dr. City: Asheville Zip Code: 28801

Mailing address (if different): sherree.l.lucas@gmail.com

Employer: Self-Employed

Your position: Founder, Lucas Strategic Consulting Office Phone #: 510-589-4984

Resident of City Asheville County Buncombe Race Caucasian* Sex M___ F ✔ * Age 63 *

Are you a Homeowner or a Renter? * Homeowner

Residence location (check one): Central ✔ North _____ South _____ East _____ West _____

Are you aware of any potential conflicts of interest that may arise during your service on this board (i.e., property interest, business interest, etc.)? If so, please explain: _____. Potential conflicts of interest do not preclude appointments.

Please indicate the area(s) of expertise that you can bring to the above board(s), and then in detail list education, experience, reasons for your interest, and other factors that support your interest in serving **Applicants are encouraged to provide a cover letter and/or a brief resume. Please use additional sheets if necessary.**

Dear Sara, I am so excited to apply for a committee member position of the Downtown Commission. I'd like to share information about me that will help you evaluate my candidacy. My husband and I moved to Asheville in February of this year (2019). We bought our home in Montford to be close to downtown and the vibrant city center. We love the restaurants, music venues, galleries, retail stores, pubs and breweries, and the entire local business community. I serve on the Steering Committee of Asheville Grown and have enjoyed meeting and working with Franzi Charen over the last several months. I also am on a committee of the Montford Neighborhood Association (Forever Montford) and have enjoyed getting to know my neighbors through the work we do to help improve our community. I applied for and was accepted into the Leadership Asheville program (LA class of 38!) that started in September and have loved learning about my city, our issues and opportunities and the people who are its stewards. In fact, it was through our "Government Day" that I attended the most recent City Council meeting and learned about the current committee vacancies. The Downtown Commission seemed a good fit and since I know Franzi, I thought I'd focus here. But I want to get involved and if there is another committee you think I should look at, I'm open to exploring others. My background is Marketing where I've worked for the last 25 years, the last 15 as a

Return to:

Sarah Terwilliger, Deputy City Clerk
Post Office Box 7148
Asheville, N.C. 28802-7148

E-Mail: sterwilliger@ashevillenc.gov
Telephone: 259-5839
Fax #: 259-5499

Signature: Sherree Lucas

Date: 12/13/2019

E-Mail: sherree.l.lucas@gmail.com

Fax #: _____

* This information is requested for the sole purpose of assuring that a cross section of the community is appointed.

Dear Sara,

I am so excited to apply for a committee member position of the Downtown Commission. I'd like to share information about me that will help you evaluate my candidacy. My husband and I moved to Asheville in February of this year (2019). We bought our home in Montford to be close to downtown and the vibrant city center. We love the restaurants, music venues, galleries, retail stores, pubs and breweries, and the entire local business community. I serve on the Steering Committee of Asheville Grown and have enjoyed meeting and working with Franzi Charen over the last several months. I also am on a committee of the Montford Neighborhood Association (Forever Montford) and have enjoyed getting to know my neighbors through the work we do to help improve our community. I applied for and was accepted into the Leadership Asheville program (LA class of 38!) that started in September and have loved learning about my city, our issues and opportunities and the people who are its stewards. In fact, it was through our "Government Day" that I attended the most recent City Council meeting and learned about the current committee vacancies. The Downtown Commission seemed a good fit and since I know Franzi, I thought I'd focus here. But I want to get involved and if there is another committee you think I should look at, I'm open to exploring others. My background is Marketing where I've worked for the last 25 years, the last 15 as a marketing executive in start-ups, mainly in the San Francisco Bay Area. If you'd like to know more detail about my background, my LinkedIn profile can be found at www.linkedin.com/in/sherreelucas/
Thank-you for your consideration!

City of Asheville

BOARDS & COMMISSIONS

Application Form

Applicants are strongly urged to attend several meetings of a board prior to applying

Name of board or commission: Downtown Commission

Your name: Robin R Raines Home Phone #: 828-231-1931

Street address: 65 Furman Avenue City: Asheville Zip Code: 28801

Mailing address (if different): same

Employer: Rowhouse Architects

Your position: Vice President Office Phone #: 8282311931

Resident of City Asheville County Buncombe Race W * Sex M___ F ✔ * Age 46 *

Are you a Homeowner or a Renter? * Homeowner

Residence location (check one): Central ✔ North _____ South _____ East _____ West _____

Are you aware of any potential conflicts of interest that may arise during your service on this board (i.e., property interest, business interest, etc.)? If so, please explain: From time to time my firm may have projects to be reviewed by the _____. Potential conflicts of interest do not preclude appointments.

Please indicate the area(s) of expertise that you can bring to the above board(s), and then in detail list education, experience, reasons for your interest, and other factors that support your interest in serving **Applicants are encouraged to provide a cover letter and/or a brief resume. Please use additional sheets if necessary.**

See additional sheets sent via email.

Return to:

Sarah Terwilliger, Deputy City Clerk
Post Office Box 7148
Asheville, N.C. 28802-7148

E-Mail: sterwilliger@ashevillenc.gov
Telephone: 259-5839
Fax #: 259-5499

eSigned via SeamlessDocs.com
Robin R Raines
Key: df76721e0fe9814d2ae1f4021f0fc5678

Signature: _____

Date: 12.28.19

E-Mail: robin@rowhouse-

Fax #: _____

* This information is requested for the sole purpose of assuring that a cross section of the community is appointed.

ROWHOUSE
ARCHITECTS

December 27, 2019

City of Asheville
PO Box 7148
Asheville, NC 28802

RE: Open Seat on the Downtown Commission

To Whom it may concern,

I moved to Asheville in 2000 and now, happily, can't imagine calling anywhere else my home.

I live less than a mile from the center of downtown Asheville. I have either walked, run, driven, or biked through the streets of downtown Asheville at least once a day, usually more, for the past almost 20 years. I love the vibrancy and beauty of Asheville's downtown. As an architect, I want to preserve its beauty for locals as well as those visiting.

I care about the community of Asheville as a whole as well. I have volunteered my time to help Habitat for Humanity develop plans for a new townhouse model that is being utilized in their newest developments now. I work with Homeward Bound to help them develop existing structures into an SRO model that meets their needs as well as help them test fit future sites for new buildings.

I feel that I would be an asset to the DTC and hope to be able to serve the city in this capacity.

Thank you for your time,

Robin R. Raines

1 NORTH PACK SQUARE
ASHEVILLE, NC 28801
828.281.2344
ROWHOUSE-ARCHITECTS.COM



Robin Raines, *Architect*

Rowhouse Architects
Vice President

Education

Bachelor of Architecture—Virginia Polytechnic Institute and State University, 1996

Urban Study Program, Alexandria Virginia - Fall 1994

Registered Architect
North Carolina License #10084

Work Experience

Rowhouse Architects, Inc., 2002 – Present

Padgett and Freeman Architects, Asheville NC 2000- 2002

Weese Langley Weese Architects – Chicago, IL 1998 – 2000

McCarty Holsaple McCarty Architects, Knoxville, TN 1996-1998

Organizations

Downtown Commission Design Committee, City of Asheville 2018 to present

Board Member – Habitat for Humanity, 2016 – 2016

Affordable Housing Advisory Committee, City of Asheville, 2013 – 2016

Founding Board Member - Western North Carolina Green Building Council, 2002 - 2006

Project Experience

The Grove Arcade, Asheville, NC

- Renovation/adaptive reuse of the historic Grove Arcade, circa 1928, to a mixed use facility. The street level contains 66,000 square feet of retail space. The second level contains 30,000 square feet of office space, and the upper 3 floors contain 41 luxury apartments.
- Construction cost, approximately $25,000,000
- Completed Fall 2003, Historic Tax credit project
- Awards: North Carolina AIA, 2003 Honor Award

RAD Lofts, Asheville, NC

- Creation of a high-density, mixed use development on an existing 3.26 Acre brownfield site.
- 4 stories on a 2 story podium parking garage containing 330 spaces.
- 243 one and two bedroom apartments, along with retail and offices, approximately 239,000 SF of heated space.

ROWHOUSE
ARCHITECTS

- Drawings approved for permit, awaiting funding.

Beacham's Curve Condominiums, Asheville, NC
- New construction of 2 separate condo buildings, 11,203 SF and 9,2373 SF
- 5 Business / Residential Condos per building.
- To be completed winter 2020.

Beaucatcher Flats, Asheville, NC
- 72 one bedroom units and 25 two bedroom units with a fitness room, dog / bike wash, outdoor courtyard and a pool.'
- New construction totaling 102,643 SF
- Steeply sloped site having 1 to 4 stories visible at street level.
- Completed Fall 2017

Givens Gerber Park, Phases 1, 2 and 3
- Three residential buildings on a new South Asheville campus totaling 284,037 SF.
- 262 one and two bedroom units along with community spaces and a campus café.
- NCHFA Affordable Housing Project
- Campus completed fall 2018

The Harrison, Five Points, Asheville, NC
- New mixed use building approximately 49,000 SF.
- 35 studio, one and two bedroom apartments along with 4 business / retail spaces.
- To be completed winter 2020.

The Broadway, Five Points, Asheville, NC
- 20 fee simple townhouses bordering the Historic Montford Neighborhood, using traditional neighborhood design
- 4 story units with garages and roof decks
- Construction to begin spring 2020

Kenilworth Inn Apartments, Asheville, North Carolina
- Conversion of 6 story historic hotel, circa 1917, into 90 apartments.
- $5.5 M. project budget. Complete summer 2003.

The Rice White Building, Asheville, North Carolina
- Renovation of an existing downtown building into a mixed use building containing shops and 10
- Condos.

ROWHOUSE
ARCHITECTS

City of Asheville

BOARDS & COMMISSIONS

Application Form

Applicants are strongly urged to attend several meetings of a board prior to applying

Name of board or commission: Downtown Commission

Your name: Brad Blackburn Home Phone #: 828-243-4817

Street address: 24 Lynwood Rd City: Asheville Zip Code: 28804

Mailing address (if different): _____

Employer: Truist Financial Corporation

Your position: Wealth Advisor Office Phone #: 828-225-2077

Resident of City Asheville County Buncombe Race caucasian* Sex M ✔ F ___ * Age 57 *

Are you a Homeowner or a Renter? * Homeowner

Residence location (check one): Central ___ North ✔ South ___ East ___ West ___

Are you aware of any potential conflicts of interest that may arise during your service on this board (i.e., property interest, business interest, etc.)? If so, please explain: none

_____. Potential conflicts of interest do not preclude appointments.

Please indicate the area(s) of expertise that you can bring to the above board(s), and then in detail list education, experience, reasons for your interest, and other factors that support your interest in serving **Applicants are encouraged to provide a cover letter and/or a brief resume. Please use additional sheets if necessary.**

I grew up in Asheville in the 70's. My father, Brady Blackburn served on the Downtown Association in the 80's. I moved away in the 80's and returned to work in the financial services industry in 2002. Having been in Asheville since 1970, I have seen Asheville grow into a wonderful city. With my business being tied to the people who live and work in Asheville, I have a deep personal interest in the economic growth of our community. I understand economics (econ degree from UNC-CH) and have seen many profit and loss statements. Companies must be able to turn a profit to succeed. I understand that downtown is key to the economic growth of the area. I am interested in being involved in this commission & learning more about various ways to serve the community.

Return to:

Sarah Terwilliger, Deputy City Clerk
Post Office Box 7148
Asheville, N.C. 28802-7148

E-Mail: sterwilliger@ashevillenc.gov
Telephone: 259-5839
Fax #: 259-5499

eSigned via SecureDocs.com
Brady Blackburn, Jr.
Key: df76721e9fe9d6f4d2aa1f402f0fc5678

Signature: _____

Date: 12/31/2019

E-Mail: brdblackburn@gmail.com

Fax #: 828-257-2688

* This information is requested for the sole purpose of assuring that a cross section of the community is appointed.

City of Asheville

BOARDS & COMMISSIONS

Application Form

Applicants are strongly urged to attend several meetings of a board prior to applying

Name of board or commission: Downtown Commission

Your name: Kimberly Levi Home Phone #: 703-895-1217

Street address: 113 Arco Rd City: Asheville Zip Code: 28805

Mailing address (if different): Same

Employer: Novus Architects

Your position: Project Manager Office Phone #: 828-236-9992

Resident of City Asheville County Buncombe Race Caucasiar* Sex M___ F ✔ * Age 39 *

Are you a Homeowner or a Renter? * Homeowner

Residence location (check one): Central ____ North ____ South ____ East ✔ West ____

Are you aware of any potential conflicts of interest that may arise during your service on this board (i.e., property interest, business interest, etc.)? If so, please explain: N/A

. Potential conflicts of interest do not preclude appointments.

Please indicate the area(s) of expertise that you can bring to the above board(s), and then in detail list education, experience, reasons for your interest, and other factors that support your interest in serving **Applicants are encouraged to provide a cover letter and/or a brief resume. Please use additional sheets if necessary.**

I have a wide range of experience including architecture, construction, code enforcement, policy administration, economic development, and planning. Although a city resident, I am not a business or property owner in Downtown District.

I will be sending a separate cover letter and resume to sterwilliger@ashevillenc.gov

eSigned via SeamlessDocs.com

Kimberly Susan Levi

Key: df76721a9fe98f4d2ae1f4021f0fc5678

Signature: _____

Date: 01/05/2020

E-Mail: levi.kim@gmail.com

Fax #: _____

Return to:

Sarah Terwilliger, Deputy City Clerk
Post Office Box 7148
Asheville, N.C. 28802-7148

E-Mail: sterwilliger@ashevillenc.gov
Telephone: 259-5839
Fax #: 259-5499

* This information is requested for the sole purpose of assuring that a cross section of the community is appointed.

KIMBERLY SUSAN LEVI, AIA

113 Arco Road - Asheville, NC 28805 - 703-895-1217 - levi.kim@gmail.com

January 5, 2020

Sarah Terwilliger
Deputy City Clerk
City of Asheville
70 Court Plaza
Asheville, NC 28801

Dear Ms. Terwilliger:

My background in the design and construction industry, along with my years of public service has prepared me for the duties and responsibilities required of a board member. While I enjoy my current work as an architect, the projects are located throughout the United States. I would love to have the opportunity to make an impact on my community by serving on either the Downtown Commission or Riverfront Redevelopment Commission. I prefer to serve on Riverfront Redevelopment Commission, but understand that there is an ownership requirement.

Currently, I work at Novus Architects as a Project Manager serving a healthcare client with tenant upfit projects nationwide. During the past year, I have successfully coordinated concurrent projects with expedited schedules, effectively advocated for process improvements, and served as building code subject matter expert to colleagues in the Asheville office.

Before working at Novus Architects, I was a Plans Reviewer for the City of Asheville. In this position, I reviewed construction plans for building code compliance and identified design issues that affected the health, safety, and welfare of the public. I also provided technical assistance to the public and city stakeholders for the permitting process, which allowed me to develop relationships with local business owners and residents.

Previously, I worked for AICI SP, a firm that builds embassies for the Department of State. Within this company, I served the role of a buyer, cost analyzer, and negotiator. Despite not having experience in this position, I quickly learned how to effectively communicate with vendors and build a database for this relatively new company. Most of my tasks involved following up with vendors on logistic issues and identifying discrepancies from purchase orders. I also provided cost analysis presentations to my manager.

While at the architecture firm Cooper Carry, I took the initiative on several projects by lending my advice to less experienced team members. My co-workers always appreciated my tact for identifying priorities, maintaining energy and a positive attitude even when work required long hours to meet a deadline. When a project was under construction, I was in charge of tracking changes to the project drawing set, developing a system for submittal review, and corresponding with contractors. In addition, I consistently took on a leadership role to solve problems throughout the design process by collaborating with co-workers and consultants.

Please find my attached resume, which clearly demonstrates my compatibility with your commission. I look forward to hearing from you about the next steps in the process. Please do not hesitate to contact me if I can provide additional information.

Sincerely,
Kim Levi

KIMBERLY SUSAN LEVI, AIA

113 Arco Road - Asheville, NC 28805 - 703-895-1217 - levi.kim@gmail.com

WORK EXPERIENCE

Novus Architects - Project Manager - Asheville, NC
07.2018 - Present

- *Conceptualizes and adapts design templates that enable efficient completion of sequential projects*
- *Utilizes strong process-management skills to make effective use of support staff in completing multiple projects in an accurate and timely way*
- *Maintains high level of document production while managing team efforts to assure that schedules and deadlines are consistently met, and that project communication is timely and effective*

City of Asheville - Development Services Department - Building Code Plans Reviewer - Asheville, NC
09.2013 - 07.2018

- *Performed technical research and inspections work that included checking residential and commercial construction documents to ensure compliance with established building, plumbing, mechanical, energy, and electrical codes*
- *Denied or approved building permits on the basis of plans submitted by applicant and communicated findings in tactful, courteous, and firm manner*
- *Provided technical assistance to homeowners, engineers, architects, designers, building inspectors, planning and zoning personnel, city officials, and the general public*

U.S. Dept. of H.U.D. - Office of Community Renewal - Grants Administrator / Intern - Washington, DC
01.2012 - 06.2012

- *Prepared weekly dashboard report on grantee activity for Disaster Recovery Grant Reporting System*
- *Reviewed applicant's budget data for conformance with budget policy and guidance*
- *Performed statistical analysis of data pertaining to recipients of Rural Innovation Fund grants by rating factor and grant type for internal use*

Urban Land Institute - Policy and Practice - Researcher / Intern - Washington, DC
09.2011 - 11.2011

- *Interpreted guidelines, compiled and consolidated research, and prepared articles to be included in annual publication presented at ULI conference*
- *Conducted research for Climate Change, Land Use, and Energy Initiative on the creation of public-private partnerships as a strategy for sustainable rehabilitation of civic buildings*
- *Conducted research on high-speed rail regulations and funding allocation in the United States for Infrastructure Initiative for yearly publication*

American International Contractors Inc. Special Projects - Buyer / Procurement Engineer - Arlington, VA
03.2010 - 01.2011

- *Procured materials for construction projects for U.S. Department of State's Bureau of Overseas Building Operations in Romania, Latvia, and Malta*
- *Negotiated best pricing and payment terms on the supply of materials through correspondence with vendor*
- *Processed requisitions, clarified specifications as outlined by the Construction Specifications Institute, issued Requests for Proposals, and generated purchase orders*

Cooper Carry - Architectural Designer - Alexandria, VA
01.2005 - 12.2008

- *Conducted site feasibility studies, researched local codes to check floor area ratio site studies and initial design compliance, and calculated leasable areas for office buildings to inform client of tenant possibilities*
- *Produced master planning sketches and presentations utilizing hand drawing and computer skills, prepared initial drawing set organization utilizing graphic mockups, recommended changes to drawing set after quality control review, created new drafting standards for team regarding upgrade of computer program*
- *Created filing system for construction administration phase of projects, modified and maintained automated systems for tracking contractor submittals in Excel throughout the construction administration phase of projects, and formulated responses to Requests for Information and suggested course of action*

Smallwood, Reynolds, Stewart, Stewart & Associates, Inc. - Architectural Designer - Atlanta, GA
10.2003 - 01.2005

- *Served as computer-aided drafting manager while team upgraded computer software*
- *Researched building prototype to make several design suggestions for housing projects in Jakarta and Shanghai*
- *Produced various physical models to finalize building form design for performing arts center*

Jacobs Engineering Group (formerly Kling Lindquist) - Intern Architect - Washington, DC
06.2001 - 02.2002

- *Presented several versions of building elevation to firm principal using physical models*
- *Researched precedents of campus size for project site and prepared graphic presentation*
- *Produced elevation studies utilizing MicroStation for US Food and Drug Administration campus*

VOLUNTEER EXPERIENCE

City of Asheville - Liaison + Administrator - Asheville, NC
2014 - 2017

- *Mayor's Committee for Citizens with Disabilities - facilitated discussion and provided building code knowledge to members during monthly meetings*
- *Noise Ordinance Appeals Board - served in quasi-judicial capacity for cases related to pertinent sections of Uniform Development Ordinance*
- *Employee Advisory Committee - represented Development Services Department on committee that focuses on a variety of issues including employee wellness, health care, service awards, and event planning*

Asheville Design Center - Researcher + Event Coordinator - Asheville, NC
2013

- *Manufactured Housing Prototype – worked with Enterprise Rose Fellow at Mountain Housing Opportunities to develop strategies for gathering information to formulate problem statement*
- *Redevelopment Plan for Riverside Drive – coordinated needs of key players heading projects in River Arts District in order to have a successful series of community input sessions*

Greater DC Cares - Project Coordinator + Participant - Washington, DC
2010 - 2011

- *A Wider Circle – sorted inventory for non-profit organization that provides clothing and furniture for families in need*
- *Atlas Performing Arts Center – served as an event usher for venue that helps to revitalize the H Street Corridor*
- *Carpenter's Shelter – provided childcare at homeless shelter that offers job training for adults staying at the facility*

Leukemia + Lymphoma Society - Team in Training - Team Leader & Participant - Alexandria, VA
2005 - 2008

- *America's Most Beautiful Bike Ride in Lake Tahoe – recruited volunteers and taught them fundraising methods to reach the Society's seasonal goals, worked with coaches to train volunteers to complete an endurance cycling event*
- *Seagull Century in Salisbury, MD – created fundraising campaign that raised money through letter writing and event planning*

EDUCATION

Virginia Tech - Graduate Studies - Urban + Regional Planning / Public Administration - Alexandria, VA
08.2011 - 08.2012

Krakow University of Technology - Study Abroad - Urban Planning + Architecture - Krakow, Poland
02.2002 - 06.2002

University of Tennessee - Bachelor of Architecture - Knoxville, TN
08.1998 – 05.2003

CERTIFICATIONS AND LICENSES

2018	NC Code Officials Qualifications Board - Electrical Level III Inspector	Certificate # 29466
2018	NC Code Officials Qualifications Board - Plumbing Level III Inspector	Certificate # 29857
2018	NC Code Officials Qualifications Board - Mechanical Level III Inspector	Certificate # 29945
2014	NC Code Officials Qualifications Board - Building Level III Inspector	Certificate # 23371
2013	NC Board of Architecture - Registered Architect	License # 12709
2012	National Council of Architecture Registration Boards - Certified Architect	Certificate # 74102
2012	VA Dept. of Professional + Occupational Regulation - Registered Architect	License # 0401014015

2006 USGBC - Leadership in Energy + Environmental Design - Accredited Professional
2003 Construction Specifications Institute - Construction Document Technologist

COMPUTER SOFTWARE PROFICIENCY

Microsoft Office	Word, Excel, Outlook, PowerPoint, Publisher
Adobe Creative Suite	Photoshop, Illustrator, InDesign, Acrobat
Drafting & Modeling	Form-Z, AutoCAD, ADT, REVIT, MicroStation, ArcGIS, SketchUP
Plan Review	Accela, Bluebeam Revu

City of Asheville

BOARDS & COMMISSIONS

Application Form

Applicants are strongly urged to attend several meetings of a board prior to applying

Name of board or commission: Downtown Commission

Your name: Joy Wilson Home Phone #: 8282756740

Street address: 57 Sky Exchange Drive, Apt 104 City: Asheville Zip Code: 28803

Mailing address (if different): _____

Employer: Buncombe County Health and Human Services

Your position: Environmental Health Specialist I Office Phone #: 8282505083

Resident of City Asheville County Buncombe Race Black * Sex M ___ F ✔ * Age 34 *

Are you a Homeowner or a Renter? * Renter

Residence location (check one): Central ___ North ___ South ✔ East ___ West ___

Are you aware of any potential conflicts of interest that may arise during your service on this board (i.e., property interest, business interest, etc.)? If so, please explain: NO _____. Potential conflicts of interest do not preclude appointments.

Please indicate the area(s) of expertise that you can bring to the above board(s), and then in detail list education, experience, reasons for your interest, and other factors that support your interest in serving **Applicants are encouraged to provide a cover letter and/or a brief resume. Please use additional sheets if necessary.**

Areas of expertise: I do not have any specific areas of expertise in this board. I do have formal training in Environmental Health. This would include training in Air Pollution, Noise Pollution, Waste disposal and healthy homes.
Reasons for interest: I am a native of Asheville, North Carolina. I would like to be involved in the further developing of downtown Asheville and contribute from the perspective of a native.
Education: Bachelor in Environmental Health from Western Carolina University
Education: Associate of Science from AB Technical Community College

Return to:

Sarah Terwilliger, Deputy City Clerk
Post Office Box 7148
Asheville, N.C. 28802-7148

E-Mail: sterwilliger@ashevillenc.gov
Telephone: 259-5839
Fax #: 259-5499

eSigned via SeamlessDocs.com
Joy Wilson
Key: df7672...

Signature: _____

Date: January 6, 2020

E-Mail: joy.wilson@buncombecounty.or

Fax #: 8282506161

* This information is requested for the sole purpose of assuring that a cross section of the community is appointed.

JOY WILSON

57 Sky Exchange Drive Apt 104 | Asheville, N.C. 28803
(828)-275-6740 | joycwilson32@gmail.com

EDUCATION

Western Carolina University — Cullowhee, N.C.
Bachelor of Science, Environmental Health — December 2015

AB Technical Community College — Asheville, N.C.
Associate of Science Degree — May 2014

WORK EXPERIENCE

Buncombe County Health Department — Asheville, N.C.
Environmental Health Specialist, REHS — September 2018-Present Day

Authorization in Food & Facilities, Childcare & Institutions, Tattoos and Pools
FDA Standardized
Temporary Food Establishment Coordinator

Mecklenburg County Health Department — Charlotte, N.C.
Environmental Health Specialist, REHS — July 2016-September 2018

Authorization in Food & Facilities, Childcare & Institutions and Pools
FDA Standardized
Foodborne Surveillance for PGA and Quail Hollow Golf Tournament
Mecklenburg County Public Health Ambassador
Participation on CDP Control Board and Community Engagement Subgroup

Eblen Short Stop Stores — Asheville, N.C.
Supervisor, PriceBook Administrator, & Buyer — May 2009-February 2016

Management of 8 locations and 65 employees
Compliance with U.S. Department of Labor and OSHA standards
Training in Storetrak, Executrak, and Ruby/Sapphire Software Systems
Designing Plan-o-grams and Store Sets
Implementing Contracts and Rebate Programs

Center for Disease Control and Prevention — Atlanta, G.A.
Research Fellow — June 2015-August 2015

Literature review and summary of food allergy regulations
Literature review and summary of CHNA
EHS-NET site grant funding review board