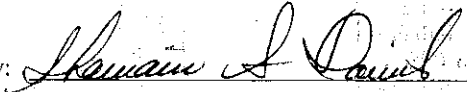


RESOLUTION NO. 79 - 2018

Moved by:



A Resolution appointing Mr. Charlie L. White, Jr. to serve as a member of the Coordinating Committee and as an alternate member of the Technical Committee of the Harrisburg Area Transportation Study (HATS).

**WHEREAS**, the Harrisburg Area Transportation Study (HATS) was created in response to the Federal-Aid Highway Act of 1962, which mandated regional transportation planning as a condition for receiving federal funds for transportation projects; and

**WHEREAS**, the Harrisburg Area Transportation Study Agreement was made and entered into February 11, 1965, by and among the Department of Highways of the Commonwealth of Pennsylvania, the County of Cumberland, the County of Dauphin, and the City of Harrisburg; and

**WHEREAS**, the Supreme Court of Pennsylvania has ruled that where a statute gives appointment power to the "governing body" such appointment shall be made by the Mayor with the advice and consent of Council (995 A.2d 1137); and

**WHEREAS**, due to a vacancy in the seat formerly occupied by Ms. Jackie Z. Parker, Mayor Eric Papenfuse has appointed Mr. Charlie L. White, Jr. as a HATS Coordinating Committee member and as an alternate member of the Technical Committee for the City of Harrisburg; and

**WHEREAS**, Mr. White has consented to this appointment; and

**WHEREAS**, Mr. White's qualifications to serve as a HATS Coordinating Committee member and Technical Committee alternate member are set forth in his résumé, which is attached hereto as Exhibit "A."

**NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF HARRISBURG**, that Mr. Charlie L. White, Jr. is appointed as a member of the Coordinating Committee and as an alternate member on the Technical Committee of the Harrisburg Area Transportation Study (HATS).

**BE IT FURTHER RESOLVED** that this appointment is effective immediately and shall continue until a successor is appointed.

I second the Resolution:



YEAS	NAYS
<del>MR. ALLATT</del>	<i>excused</i>
<del>MS. BOWERS</del>	
<del>MS. DANIELS</del>	
<del>MS. GREEN</del>	
<del>MR. MADSEN</del>	
<del>MR. MAJORS</del>	
<del>MS. WILLIAMS</del>	

Yeas 6  
Nays 0

YEAS	NAYS
<del>MR. ALLATT</del>	
<del>MS. DANIELS</del>	
<del>MS. GREEN</del>	
<del>MR. JOHNSON</del>	
<del>MR. MADSEN</del>	
<del>MR. MAJORS</del>	
<del>MS. WILLIAMS</del>	

Yeas \_\_\_\_\_  
Nays \_\_\_\_\_

Passed by City Council November 13, 2018

Wanda R. Williams

President of City Council

Attest

[Signature]  
City Clerk

Approved

# **E x h i b i t “A”**

Charlie L. White



RELEVANT EXPERIENCE:

*Business Development Director - Department of Community & Economic Development, Harrisburg, PA* *2017 - Present*  
Management position under the Direction of the Director of Community and Economic Development, which assists in developing policy for strengthening, encouraging and growing business opportunities within the City of Harrisburg. Addresses the needs of new and existing businesses including licensing, site location, expansion needs, financing, and marketing assistance. Regularly convening business owners to address challenges within the business community and to coordinate events, marketing campaigns and safety strategies. Collaborates with the Director of Community and Economic Development to develop strategies to attract new businesses, including financial incentives and regulatory guidance. Meet with local retail, commercial and neighborhood groups seeking business assistance. Works with all other department directors to coordinate business activities internally. Knowledge of state, local and federal programs and processes. Oversees City website information for the Department of Business Development. Program management experience. Responsible for administration of the Local Economic Revitalization Tax Abatement (L.E.R.T.A) - Ordinance 04-2015. Manage and monitor the L.E.R.T.A process within the City of Harrisburg. Record tax abatement awards for each successful applicant. Assist with the formation of Regulations for the L.E.R.T.A program. Work closely with the Department of Public Safety, specifically the Bureau of Codes and the Dauphin County Assessment Office for the final tax abatement each year for each successful applicant. Work with Dauphin County tax assessment officials and the Harrisburg School District to coordinate L.E.R.T.A implementation. Assist in the planning and development of policies processes and budget for effective delivery of program services. Staff and record minutes for the LERTA Appeals Board. Created the necessary forms to determine denial or entry into the LERTA program. Created and maintain abatement records for auditing purposes and right to know request received from the public. Demonstrate the ability to exercise independent, ethical and sound judgment. Collaborates with the Law Bureau to identify potential legal or tax issues that would affect the program or the applicants. Monitor MBE (Minority Business Enterprise), WBE (Women Business Enterprise) and local participation for commercial contracts. Created documents to monitor MBE, WBE and Local Participation of construction projects. Conduct presentations to provide business owners and local citizens with information regarding the L.E.R.T.A program. Educate the public which may benefit from L.E.R.T.A through new home construction or rehabilitation. Work with developers and contractors on projects to ensure all criteria are met for successful tax abatement. Maintain a database of applicants, successful awardees and all tax abatement information for program. Produce detailed reports that outline the progress and successes of the program and prepare graphical presentations, as needed. Meet regularly with all L.E.R.T.A partners involved with the L.E.R.T.A process. Ability to plan, prepare and provide effective guidance and training on compliance requirements into the program. Establish and maintain effective working relationships with co-workers and the general public. Member of the City of Harrisburg Police Pension Board. Assist with asset management for the City of Harrisburg Police Department. Manage the City of Harrisburg's Minority & Women Business Enterprise program. Created a new vendor application for account for MBE/WBE/DBE business within the City of Harrisburg. Conduct seminars on how to do business with the City of Harrisburg.

*Owner/Senior Project Manager - White & White Group, Raleigh, NC* *2014 - Present*  
Consult with vendors to recommend and sell a variety of products and services to meet clients' needs. Execute plans and sketches for single and multi-family housing, self-created and provided by clients. Conduct preliminary studies of projects; select qualified sub-contractors as needed. Manage projects ensuring successful completion of all efforts. Prepare estimates. Establishes and maintains effective working relationships with clients, sub-contractors and staff. Enhance the function, safety and aesthetics of interior/exterior spaces. Analyze blueprints and other documentation to prepare time, cost, material and labor estimates. Recommend changes in operations and financial activities. Monitor worksite conditions; make recommendations and modifications as needed. Operates with significant independence as the principal project representative. Certified as a Disadvantage Business Enterprise/Minority Business Enterprise as of July 2014. Familiarity with the DBE/MBE application process and the documentation needed to obtain certification. Completed registration for White & White Group, with the State of North Carolina as a Limited Liability Company. Participate in pre-bid opportunities with several state agencies and private companies offering potential construction projects. Complete sub-contracting forms to register White & White Group with different construction agencies listing White & White's scope of work. Developed a capability statement designed to solicit business and provide potential clients with an overview of White & White's capabilities. Bid on several jobs using ISQFT, Smart Bid and Dropbox link's provided by General Contractor's. Conduct site visits to ensure base bids are

accurate. Submit bids and verify materials and supplies needed in order to satisfy job requirements. Follow up on potential leads and provide additional information if requested.

#### White & White Group - Projects:

##### UNC Murray Hall

- July 2015, Obtained contract with ACH Constructors - UNC Murray Hall, - Fit out project consisting of 10,000 sqft of laboratory space. White & White was awarded the tile portion of this job consisting of approximately 1700 sqft feet.
- September 2015, contacted previous architect company to obtain tile specification as information was not readily available.
- October 2015, Set up vendor account with out of state stone & tile vendor.
- November 2015, Requested tile samples from vendor before tile installation. Scheduled delivery of tile needed for project based on project schedule. Created purchase orders to tile vendor to receive materials needed for job.
- December 2015, Monitored delivery of tile and coordinated tile storage with project superintendent.
- January - February 2016, Sought and monitored additional labor force to assist with tile installation. Created payment invoices to receive payment from General Contractor. Project completion, project closeout documentation provided March 2016. Project completed on time and within budget.

##### Builders Mutual

- February 2016, Obtained contract with ACH Constructors - (Builder's Mutual) - Bathroom renovation. White & White was awarded the tile portion of this job consisting of approximately 700 sqft of wall and flooring tile.
- November 2016 - Provided additional pricing as scope of work was adjusted. Contract awarded and materials and supplies purchased in order to begin tile installation.
- December 2016, Additional scope of work added to project. Change order submitted to include additional scope of work. Sought and monitored additional labor force to assist with tile installation. Created purchase orders and communicated to tile vendor size, quantity and delivery to job site. Coordinated tile installation scheduling with General Contractor as no project schedule was provided to White & White prior to award. Created payment invoices to receive final payment from General Contractor. Project completed to satisfaction of owner and General Contractor.

##### Wilson Community College (L-A & L-F Building) - Lee Campus Development Building.

- Project consisted of up-fit of two garage buildings into instructional classrooms.
- May - 2016, Bid placed with General Contractor ACH Constructors. White & White was awarded the tile portion of both buildings (L-A & L-F), an approximate total of 1700 sqft of wall and flooring tile.
- Notification received August - 2016 that White & White would be awarded tile section of project. Coordinated with project manager regarding project start date. Tile for project was selected after award. Coordinate with project manager and project architect to determine tile selection.
- October - December 2016, Set-up account with tile supplier and sent samples to project manager and architect for approval prior to purchasing. Provided grout submittals from manufactures full range to project manager and architect prior to purchase. Conducted site visit to confirm location of tile installation. Generated invoicing necessary to purchase tile and materials needed for project. Sought and monitored additional labor force to assist with tile installation. Created purchase orders and communicated to tile vendor size, quantity and delivery to job site. Submitted necessary Davis Bacon forms for labor force indicating time worked.
- January 2017, Submitted invoices requesting payment and closeout documentation as requested.
- February 2017, another site visit and completed punch list request as indicated by superintendent and architect.

#### *Senior Case Manager - Department of Health and Human Services Wake County, Raleigh, NC*

*2008 - 2015*

Explained information such as eligibility requirements, application details, payment methods, and applicants' legal rights. Initiated procedures to grant, modify, deny, or terminate assistance, or refer applicants to other agencies for assistance. Compiled, recorded, and evaluated personal and financial data in order to verify completeness and accuracy, and to determine eligibility status. Prepared pre-trial hearing notes outlining case manager's recommendations for enforcement actions. Provided testimony as needed. Used mediation techniques to facilitate communication between disputants, to further parties' understanding of different perspectives, and to guide parties toward mutual agreement. Investigated and determined the location of non-custodial parents for the purpose of collecting child support, arrearage, and reimbursements. Interviewed individuals who are parties to the case; analyzed and evaluated information received in verbal and written form; researched, collected and imputed all pertinent data to case.

*Construction Assistant - Acumen TSC Inc., Washington, DC*

*2006 - 2008*

Managed subcontractors to carry out specific contraction requirements. Maintained detail production log. Ensured satisfaction by maintaining client relations, project integrity and accurate costs. Determined cost and feasibility of products. Worked with vendors to lease equipment for projects. Reported all machinery malfunctions to management in a timely manner to ensure quality assurance. Marketed services and goods to outside vendors. Assisted in proposal writing for potential clients.

*Project Manager/Grant Administrator Children's Justice Act Committee - Governors' Office of Crime Control & Prevention in Maryland, Baltimore, MD*

*2006 - 2008*

Staffed committee members under the federal Child Abuse and Prevention Treatment Act (CAPTA) mandating States participating in the Children's Justice Act grant program provide for a Children's Justice Act Task Force. Ensured State compliance with (CAPTA). Managed federal grant programs. Conducted grant announcement RFP instructional question and answer sessions. Reviewed forms and reports. Collected and analyzed data to detect deficient controls such as duplicated efforts, fraud, or non-compliance with laws, regulations and management policies. Coordinated, staffed and facilitated National recognized Corner House Forensic Interview Training titled "Finding Words". Procured training space locations, materials needed to conduct and facilitate training, and additional speakers and outside vendors.

*Enforcement Specialist I / Enforcement Specialist II - Policy Studies Incorporated, Hampton, VA*

*2002 - 2006*

Updated, reviewed and monitored case records and payment activities using the Child Support Enforcement Computer System to determine the appropriate enforcement action to enforce and collect child support. Analyzed and negotiated voluntary agreements for payment of arrears with custodial and non-custodial parents. Ensured compliance of child and/or medical support orders through a number of administrative and judicial enforcement actions.

#### CERTIFICATIONS/TRAINING/COMMUNITY SERVICE

Wake County Human Services Human Service Academy Completion of the course of study in Health & Human Services Management, Raleigh, NC 2013

Pennsylvania Association of Public Employee Retirement Systems, Harrisburg, PA 2017 - current)

North Carolina Construction Training Partnership/N.C Home Builders Association - Carpentry 03/11/16

NCDOT - Disadvantage Business Enterprise - DBE (certified 2014 - current)

NCDOT - Minority Business Enterprise - MBE (certified 2014 - current)

Corner House Forensic Interview Training Program, Minneapolis, MN 2006

Amateur Athletic Union, Boys 9 and under, Hampton, VA 2004

#### EDUCATION:

B.S. Degree, Business Administration: Saint Augustine's College/University

Raleigh NC, 2002

*References Available Upon Request*

**INTER**

**OFFICE**

# MEMO

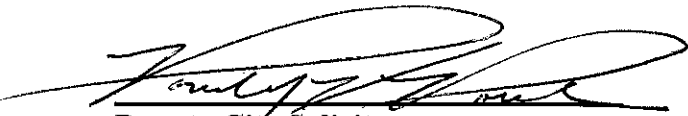
To: HARRISBURG CITY COUNCIL  
From: Kirk Petroski, City Clerk  
LEGISLATIVE APPROVAL FORM

Date:

LEGISLATIVE APPROVAL FORM/CERTIFICATE OF ACCEPTANCE

BILL NO. -2018      RESOLUTION NO. -2018

THE ABOVE LISTED ITEM WAS WRITTEN AND PREPARED FOR FINAL INTRODUCTION AT THE HARRISBURG CITY SOLICITOR'S OFFICE ON:

  
Deputy City Solicitor

9/21/2018  
Date

Requested by Department/Bureau: Mayor

Department/Bureau Contact Person: Mayor

For Action on or before:

The attached was received in the Office of the City Clerk for introduction on  
9/25/18

Received by: Chanda Destro

Date: 9/21/2018