

# | Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: April 08, 2025

## Item Details

Presenter(s): Allen Coleman, Town Clerk

Department(s): Town Clerk's Office

### Requested Motion

Motion to receive and accept the resident advisory board attendance reports for quarter one, which includes January, February, and March, of calendar year 2025.

### Approval Recommended?

Yes

### Item Details

The Town of Apex has six (6) active resident advisory boards that are established to provide expert advice, guidance, and recommendations to the elected body on specific focus areas or identified Town priorities.

Each of the resident advisory boards are listed below:

- Arts and Culture Advisory Board (formerly Public Art Committee)
- Board of Adjustment (BOA)
- Environmental Advisory Board (EAB)
- Multimodal Transportation Advisory Board (formerly Transit Advisory Committee)
- Parks and Recreation Advisory Board (PRAB)
- Planning Board

During the Town Council Work Session on December 17, 2024, the Town Clerk presented several administrative process recommendations, including a quarterly report to the elected body on resident advisory board members attendance. In addition, the elected body considered the following attendance policy recommendation:

- Missing three (3) consecutive meetings shall be cause for dismissal
- Missing twenty-five (25%) of meetings within a twelve (12) month period shall be cause for dismissal

Following the acceptance of this report, the Town Clerk shall send warning letters to the following individuals who have attended fifty percent (50%) or less of the meetings held in calendar year 2025.

<b>Resident Advisory Board</b>	<b>Member</b>	<b>Meetings Attended % YTD 2025</b>
Arts and Culture Advisory Board	Colwell, Tom	50%
Arts and Culture Advisory Board	Durham, Sean	50%
Arts and Culture Advisory Board	Erickson, Bradley	50%
Arts and Culture Advisory Board	Prichard, Ewan	0%
Arts and Culture Advisory Board	Trawick, Lafayette	50%
Board of Adjustment (BOA)*	NONE	N/A
Environmental Advisory Board (EAB)	Crowell, Sean	50%
Multimodal Transportation Advisory Board (MTAB)**	NONE	N/A
Parks and Recreation Advisory Board	Colwell, Tom	33%
Parks and Recreation Advisory Board	Kanters, Michael	33%
Planning Board	NONE	N/A

\*The Board of Adjustment (BOA) has designated alternate members who are not required to attend every meeting.

\*\*The Multimodal Transportation Advisory Board previously had three (3) Ex-officio member seats which were held by staff. The direction provided on December 17, 2024 eliminated the ex-officio members but replaced them with at-large voting members.

The Office of the Town Clerk is in active recruitment for all resident advisory boards and accepting applications through April 21, 2025. Residents are encouraged to apply online using the following link:

<https://www.cognitofrms.com/TownOfApex1/AdvisoryBoardApplicationForm>

## Attachments

- CN1-A1: Arts and Culture Advisory Board Attendance Report 2025 - Quarter 1
- CN1-A2: Board of Adjustment Attendance Report 2025 - Quarter 1
- CN1-A3: Environmental Advisory Board Attendance Report 2025 - Quarter 1
- CN1-A4: Multimodal Transportation Advisory Board Attendance Report 2025 - Quarter 1
- CN1-A5: Parks and Recreation Advisory Board Attendance Report 2025 - Quarter 1
- CN1-A6: Planning Board Attendance Report 2025 - Quarter 1

