

NOTES

TO: Honorable Mayor and City Council Members

FROM: Barbara Lipscomb, City Manager *HL*

DATE: August 28, 2013

SUBJECT: Materials for Your Information

Please find attached the following material for your information:

1. A memo from Steve Hawley, Communications Manager, providing an update on the branding project
2. A memo from Kevin Mulligan, Public Works Director, regarding garbage and recycling automated collection
3. Correspondence from the NC League of Municipalities concerning the NCLM Annual Business Meeting on October 15, 2013
4. Copies of letters to Congressman G.K. Butterfield and Senator Kay Hagan regarding a grant/loan for funding of the Town Creek Culvert
5. A memo from Chris Padgett, Assistant City Manager, regarding special event permits recently issued

als

Attachments

cc: Dave Holec, City Attorney
Carol Barwick, City Clerk

Memorandum



To: Chris Padgett, Assistant City Manager
From: Steve Hawley, Communications Manager / PIO
Date: 08/26/2013
Re: Branding presentation

During the April 8, 2013 City Council meeting, our Northstar project manager, Ed Barlow, presented the strategic platform on which our brand is being created. He also provided a proposed schedule of work for the remainder of the branding process. The tentative schedule was to have everything for the brand print ready for presentation to the City Council in September.

Staff has been working closely with Northstar and providing valuable feedback, but work on the creative process has been more detailed than staff originally anticipated. Creative elements (graphics and such) are a small, but important, part of the brand. Further, many of the final elements being created for the brand are dependent upon completion of the creative elements.

As a result, the Northstar presentation will need to be moved from September to the October 7 City Council meeting. At that time, Mr. Barlow will be back to make the final presentation to the City Council.

To: Barbara Lipscomb, City Manager
From: Kevin Mulligan, Public Works Director
Date: August 28, 2013
Subject: Garbage and Recycling Automated Collection

The Sanitation Division is currently using RouteSmart Software to assist with development of new collection routes that will incorporate automated collection vehicles with our current semi-automated collection vehicles used for single family homes. This will be an ongoing process until all collection vehicles are automated. Sanitation is using the software to plan eight automated garbage and recycling routes. Once the routes are developed, Sanitation supervisors and crews test the time and route directions generated by the RouteSmart program. It is very important to verify RouteSmart data to ensure results can be replicated. Sanitation is currently testing two routes. Sanitation's goal of having automated garbage and recycling service routes for approximately 6,000 single family homes is scheduled to be completed by October.

In addition to the route planning process, personnel will be committed to determine the number of garbage and recycling roll out carts needed for these routes. Once a determination is reached the cart procurement process will begin and delivery to resident upon their arrival. Sanitation envisions the delivery of carts occurring the first week of December.

The citizen education plan will begin in October for the pilot area which will detail the automated garbage and recycling process. Residents will be informed of what to expect (new carts), where to place their carts, acceptable items to place in the carts, when to place and remove their carts from the curbside. Residents will be informed that bulky items will be collected by calling Public Works to schedule a collection day.

The automated trucks are scheduled to arrive in December. Sanitation plans to have drivers train for four weeks to develop their skills for operating an automated side loader garbage truck. Sanitation plans to have two automated garbage trucks and one automated recycling truck in service on January 6, 2014.

August 23, 2013

www.nclm.org
online registration/ reservations
for the NCLM Annual Conference

NCLM Annual Business Meeting
Hickory Metro Convention Center – Hickory
October 15, 2013, 9:00 a.m.

**Managers: Please share
with elected officials.**

Your League Business

The Annual Business Meeting of the North Carolina League of Municipalities will be held at 9:00 a.m. on Tuesday, October 15 at the Hickory Metro Convention Center. In preparation for this annual meeting, the following documents are enclosed:

- 1) Resolution Endorsing Candidacy of Council Member Mary Cameron of Clemmons for the NLC Board of Directors (blue page)
- 2) Recommended Honorary League Lifetime Memberships for former Representative Lucy T. Allen of Louisburg and Mayor Derryl Garner of Newport (ivory pages)
- 3) Annual Election Information and League District Map (gold page)
- 4) Form for Submitting Death and Retirement Resolutions (orchid page)
- 5) Form for Expressing Interest in Serving on a League Policy Committee (yellow page)
- 6) Form for Expressing Interest in Serving on a NLC Policy Committee (green page)

MANAGERS AND CLERKS—please share this information with your elected and other key officials. This is being mailed only to managers and clerks.

League Policy Development Process

A separate municipal advocacy goals conference focused entirely on legislative goals and policies is held in January of odd-numbered years, just prior to the start of the General Assembly's long session. This allows the membership an opportunity to debate the issues more thoroughly and be more involved in setting priorities, thereby increasing engagement and the opportunity for input into the advocacy process.

Memorial & Retirement Resolutions

Proposed resolutions honoring municipal officials or employees upon their retirement or death may be submitted to the League office on the form enclosed, by the close of business on **Friday, September 20, 2013**. Other names may be added at the meeting, but please send the information in advance if possible.

Annual Election

At the Annual Business Meeting, delegates will elect a president, first and second vice presidents, and several members of the Board of Directors (excluding those whose two-year terms continue). The Board is constituted as follows:

- 12 elected officials, one from each of the 12 League districts
- 5 elected officials at-large
- 3 city or town managers or chief administrative officers at-large
- 1 municipal attorney at-large
- 1 municipal clerk at-large
- 2 appointed officials (other than an attorney or clerk) representing an affiliate organization of the League at-large

Nominating Committee

The enclosed election map shows the 12 League districts, lists current members of the Board, the year elected or appointed, and lists the officers for the year 2012-2013.

All directors serve two-year terms. The members of the Executive Committee are eligible to move up, which leaves the second vice president seat open to be filled. Eight Board members whose terms will expire in 2013 are not eligible for reelection (as shown on the map). All remaining Board members are eligible for reelection, or their terms will continue until October, 2014.

League President Art Schools, Mayor of Emerald Isle, has appointed the Nominating Committee as follows:

- Mayor Derryl Garner, Post Office Box 98, Newport, NC 28570 (Chair)
- Council Member Avant P. Coleman, Post Office Box 4185, Wilson, NC 27893
- Mayor Mel Cohen, Post Office Box 578, Morganton, NC 28680
- Council Member Rebecca R. Smothers, Post Office Box 230, High Point, NC 27261
- Council Member Everette Clark, Post Office Drawer 700, Marion, NC 28752
- Mayor Jerry Jones, 706 Arendell Street, Morehead City, NC 28557
- Council Member Rodney W. Locks, 187 South Rice Street, Brevard, NC 28712
- Mayor Roland Vaughan, 209 East Water Street, Edenton, NC 27932
- Mayor Pro Tem Deborah Ahlers, 303 Wisteria Way, Caswell Beach, NC 28465
- Council Member Carol Ruffin, Post Office Box 220, Tarboro, NC 27886
- Mayor Nancy Fiorillo, 395 Magnolia Road, Pinehurst, NC 28374
- Mayor David Smith, 1803 Coxemoor Place, Asheboro, NC 27204
- Mayor John Bridgeman, Post Office Box 1748, Gastonia, NC 28053

Nominating Procedure

All nominations for officers and members of the Board of Directors should be submitted in writing to the Nominating Committee Chair, Mayor Derryl Garner, at the League office, 215 North Dawson Street, Raleigh, North Carolina 27603, or rreynolds@ncmlm.org, by Friday, September 27, 2013. Please encourage qualified candidates to run, particularly those who have previously served on a League committee.

The Nominating Committee will hold a public hearing at 2:00 p.m. on Sunday, October 13, at the Hickory Metro Convention Center. Nominees may be endorsed or additional nominations presented to the committee at that time.

The Nominating Committee will hear **brief** nominating and seconding speeches, if desired. Nominees who are present will be invited to introduce themselves and speak briefly. The League Constitution provides that not more than one member of the Board, exclusive of officers, shall be elected or appointed from the same municipality.

The Nominating Committee typically considers many relevant factors in an effort to maintain an effective Board that is representative of the League membership. Among those factors are past representation of particular municipalities, race and sex, significant accomplishments, specialized knowledge, active participation in League affairs, city or town population and geographic location.

The Nominating Committee report announcing the nominees for the League Board of Directors will be distributed at the opening ceremonies on Monday morning, October 14, and copies will also be available at the League's Registration Desk. The election will be held during the Annual Business Meeting, and additional nominations may be made from the floor at that time.

Please encourage capable municipal officials to run for open seats on the League Board of Directors, especially those who have served on a legislative action committee. To remain successful and effective, the League needs strong, effective leadership and active participation.

Voting Procedure

The League Constitution provides that each member municipality is entitled to one vote. The Board of Directors has established a policy that each municipality sending delegates to the annual conference may designate one voting delegate and may also designate one alternate voting delegate. This must be completed prior to the beginning of the Annual Business Meeting. Voting delegates may pick up their voting cards at the Voting Credentials Desk located in the on-site conference registration area during registration hours from Sunday, October 13 through Tuesday morning, October 15.

MANAGERS AND CLERKS in municipalities that have pre-registered officials for the conference will receive information about designating your municipality's voting and alternate voting delegate in advance. This will save time and avoid confusion for your voting delegate in Hickory.

Annual Report

At the Annual Business Meeting, the League President and Executive Director will present a brief annual report. This report will be informative for all municipal officials, whether voting delegates or not, and all are encouraged to attend.

Advance Registration

Registering for the Annual Conference in advance saves time, money and guarantees attendance at major meal functions, receptions, and entertainment. Advance registration information and forms have been mailed. You may register for the conference online by going to www.nclm.org. A credit card may be used or you may select to pay by check, to be mailed to NCLM, Attention: Finance Department, Post Office Box 742106, Atlanta, GA 30374-742106 [Bank of America lock box operations are in Atlanta.] **Managers and clerks are urged to pre-register their delegates as soon as possible.**

The deadline for advance registration is **September 13, 2013** (if mailed, it should be postmarked by September 6). **After September 13, you will need to register in Hickory at increased fees. Registration packages will not be mailed.** They may be picked up at the League's Registration Desk at the Hickory Metro Convention Center in Hickory.

We hope you will join us in Hickory. Come learn, reflect, share experiences with your peers, and enjoy one of our great cities.



S. Ellis Hankins
Executive Director

RESOLUTION

of the
North Carolina League of Municipalities

WHEREAS, Mary L. Cameron has served the citizens of the Village of Clemmons as a member of the Village Council since 1993; and

WHEREAS, Council Member Cameron has been active in the National League of Cities (NLC) and has attended nearly every NLC conference for the past decade; and

WHEREAS, she has served as a member of NLC's Finance, Administration and Intergovernmental Relations (FAIR) and Small Cities Steering Committees; and

WHEREAS, she has been actively involved in the North Carolina League of Municipalities (NCLM), serving on the NCLM Board of Directors from 2008-2011, and also serving in leadership roles on several committees; and

WHEREAS, Council Member Cameron has served actively on several other boards and commissions in Clemmons and Forsyth County; and

WHEREAS, Council Member Cameron has the experience, knowledge and leadership skills to be an effective member of the NLC Board of Directors;

NOW, THEREFORE BE IT RESOLVED that the Board of Directors and membership of the North Carolina League of Municipalities hereby enthusiastically and unanimously endorse the candidacy of Mary L. Cameron for the National League of Cities Board of Directors.

EXECUTIVE DIRECTOR

PRESIDENT

OCTOBER 15, 2013
DATE

CITATION

of the

North Carolina League of Municipalities

Former Mayor and Representative Lucy T. Allen embodies what an elected official should be – hard-working, dedicated to her community and the citizens she served, and willing to work with others to achieve a goal for the common good. She has provided leadership, direction and inspiration for her hometown of Louisburg and our state.

A native of Louisburg, she received a Bachelor's Degree from Duke University and a Master's Degree from Meredith College. She taught middle school language arts and later served eight years on the Franklin County Board of Education.

Lucy Allen was first elected Mayor of Louisburg in 1985. She was elected to serve in the North Carolina House of Representatives, representing citizens in Franklin, Halifax, and Nash Counties, in 2002. She went on to serve four terms.

Her public service included the following:

- President, North Carolina League of Municipalities, 1999 - 2000
- Member, National League of Cities Board of Directors
- Chair, Committee on New Localism, National League of Cities
- Member, ElectriCities Board of Directors
- Chair, Environment and Natural Resources Committee, North Carolina House of Representatives
- Co-Chair, Environmental Review Commission, North Carolina General Assembly
- Members of North Carolina Utilities Commission, 2010 - 2013

In recognition of and with grateful appreciation for the many contributions of Lucy T. Allen to municipal government and the civic life of her community and state, the membership of the North Carolina League of Municipalities, meeting on October 15, 2013, hereby confers Honorary Lifetime Membership on Lucy T. Allen, the highest honor that can be bestowed by the League.

EXECUTIVE DIRECTOR

PRESIDENT

OCTOBER 15, 2013

CITATION

of the

North Carolina League of Municipalities

Mayor Derryl Garner exemplifies what a local elected official should be – hard-working, honest and principled, dedicated to his community, well-informed, and willing to work with others to achieve a goal for the common good. He has provided leadership, direction and inspiration for his hometown of Newport, for his region, and his state. His record of accomplishments and his manner as an elected official serve as shining examples of the very best in local leadership.

Mayor Garner was first elected Mayor of the Town of Newport in 1977. He was reelected Mayor in 1979. During his second term, he influenced changing the term of the Mayor and governing board to four-year terms. Currently in his tenth term, Mayor Garner has served as Mayor for 36 consecutive years.

Mayor Garner is a lifelong resident of the Town of Newport. He entered the apprentice program at Marine Corps Air Station Cherry Point and graduated as an aeronautics-engineering draftsman. He achieved the position of manager of systems safety engineering at Fleet Readiness Center East, retiring in 1992.

During his tenure as Mayor of Newport, he has been part of several major town projects, including: building the town's public library, town hall, police station, and Newport Municipal Park, and improvements to the town's water and sewer system.

He was instrumental in the creation of the Newport Pig Cookin' contest, as a means to raise funds for the Newport Developmental Center, a school for children with developmental disabilities. The first contest was held in 1979, with the goal of cooking 15 pigs to raise the \$5,000 for the needs of the center. Over the past 35 years, the Newport Pig Cookin' contest has evolved into the country's largest whole hog pig cooking contest and has provided over \$800,000 to various community and civic organizations.

In 1980, the Commander of Marine Corps Air Station Cherry Point requested the assistance of Mayor Garner in establishing the Civilian-Military Community Council. The purpose of the Council is to promote goodwill and unity between the civilian and military components of the community. Mayor Garner served as President of the organization and remains active today. He also was a founding member of the Allies for Cherry Point's Tomorrow, an organization formed in the 1990s to advocate for Marine Corps Air Station Cherry Point and Fleet Readiness Center East during the early Base Realignment and Closure (BRAC) process.

Mayor Garner's reach and influence goes well beyond the Town of Newport and municipal government. His efforts on behalf of citizens include:

- President, North Carolina League of Municipalities, 1992 to 1993
- Trustee, NCLM Risk Management Services Board of Trustees (20 years)
- Member and Past President, Neuse River Council of Governments
- Past Director, National Association of Regional Councils of Government
- Founding Board Member, Coastal Regional Solid Waste Management Authority
- Past President, Carteret County Economic Development Council
- Past Board Member, North Carolina State Ports Authority
- Member, Newport Rotary

He has received numerous honors for his contributions, including a service award from the United States Secretary of the Navy, a Meritorious Civilian Award from the United States Department of the Navy, an Innovation Award from the National Association of Development Organizations, a 50-year membership award from the Rotary Club, Citizen of the Year award from the Carteret County Chamber of Commerce, and a Certificate of Special Congressional Recognition.

In recognition of and with grateful appreciation for the many contributions of Derryl Garner to municipal government and the civic life of his community and state, the membership of the North Carolina League of Municipalities, meeting on October 15, 2013, hereby confers Honorary Lifetime Membership on Derryl Garner, the highest honor that can be bestowed by the League.

EXECUTIVE DIRECTOR

PRESIDENT

OCTOBER 15, 2013

DATE

Annual Election of Officers and Board of Directors

Annual Business Meeting, October 15, 2013

HICKORY METRO CONVENTION CENTER

HICKORY, NORTH CAROLINA



Board of Directors ~ 2012-2013

DISTRICT	WHEN FIRST ELECTED OR APPOINTED
1 Brian Roth, Mayor, Plymouth	11-27-11*
2 Richard Stanley, Mayor, Beaufort	10-25-10
3 Eulis Willis, Mayor, Navassa	10-27-09*
4 Jody McLeod, Mayor, Clayton	10-23-12
5 David Combs, Mayor, Rocky Mount	10-27-09*
6 Robert Matheny, Mayor, Zebulon	10-25-10
7 Keith Bates, Council Member, Fayetteville	10-24-11*
8 Warren Cooksey, Council Member, Charlotte	11-27-11
9 T. Dianne Bellamy-Small, Council Member, Greensboro	10-27-09*
10 Lestine Hutchens, Mayor, Elkin	10-23-12
11 Mary Beth Lawing, Council Member, Newton	10-24-11*
12 Walt Currie, Council Member, Weaverville	10-23-12

* Terms expire, eligible for reelection

* Terms expire, not eligible for reelection

AT LARGE/ELECTED OFFICIALS	WHEN FIRST ELECTED OR APPOINTED
Ronnie Williams, Mayor, Garner	10-27-09*
Bernita Sims, Council Member, High Point	10-25-10
Valerie Mack, Council Member, Sedalia	10-24-11*
Rudy Wright, Mayor, Hickory	11-27-11
Jennifer Robinson, Council Member, Cary	10-23-12
AT LARGE/MANAGERS	
Scott Hildebran, Manager, Blowing Rock	10-27-09*
John Connet, Manager, Hendersonville	01-27-12
Hazen Blodgett, Manager, Matthews	10-23-12
AT LARGE/MUNICIPAL CLERK	
Penelope Spicer-Sidbury, Clerk, Wilmington	10-27-09*
AT LARGE/MUNICIPAL ATTORNEY	
Thomas McCormick, Attorney, Raleigh	10-27-09*
AT LARGE/AFFILIATE ORGANIZATION REPRESENTATIVES	
Eleanor Green, HR Director, Apex	10-23-12
Terry Story, Safety and Risk Management Officer, Boone	10-31-12*

Officers ~ 2012-2013

President: Art Schools, Mayor, Emerald Isle
1st Vice President: Al King, Mayor, Goldsboro
2nd Vice President: Ronnie Wall, Mayor, Burlington
Immediate Past President: Vacant

Form for Retirement and Memorial Resolutions

INSTRUCTIONS – There are two kinds of resolutions to honor individuals – one for former municipal officials or employees who retired during the past year and one for those who died during the past year. To submit a resolution request, fill in the blank spaces below. In cases where the person served in more than one municipality or more than one position, please list all of them. **Please be sure all information (spelling of name, etc.) is accurate.**

Return the completed forms to the League office by **Friday, September 27**, so that resolutions can be submitted to the League membership for adoption at the Annual Business Meeting on Tuesday, October 15, 2013. Other names may be added by completing a form at the Annual meeting. After adoption and preparation, resolutions will be forwarded to your manager or clerk for presentation to the retiree or the family of the deceased, with a copy for the municipality's records.

Fill in the blank spaces as follows:

RETIREMENT RESOLUTION:

- (1) Name of Former Official: _____
- (2) ☐City ☐Town ☐Village _____
- (3) **Cumulative** Number _____
of Years Served and _____
Position(s) Held: _____

MEMORIAL RESOLUTION:

- (1) Name of Former Official: _____
- (2) ☐City ☐Town ☐Village _____
- (3) **Cumulative** Number _____
of Years Served and _____
Position(s) Held: _____

Return to:

N.C. League of Municipalities
Attn: Regan Brown Reynolds
215 North Dawson Street
Raleigh, NC 27603

Submitted by: _____
Title: _____
Municipality: _____
Phone: _____

We Need YOU on the League Advocacy Teams!

THE LEAGUE IS LOOKING FOR INDIVIDUALS TO FORM LEAGUE POLICIES AND ADVOCATE FOR THEM THROUGH Legislative Action Committees (LACs), the Regulatory Action Committee (RAC), and various state boards and commissions. Please let us know of your interest by November 1, 2013. See return information at the end of this form.

League Action Committees

The League advocacy agenda development process allows for focused examination and discussion of legislative and regulatory issues. Three Legislative Action Committees and the Regulatory Action Committee consider and develop the proposed legislative agenda and related core value issues for the League. These committees recommend the advocacy agenda to the Board of Directors, which in turn proposes it to the full membership for discussion, debate, and approval at the Municipal Advocacy Goals Conference. This process begins in even-numbered years in advance of the legislative long sessions, which occur in odd-numbered years. The LACs and RAC are also closely involved in advocacy during the legislative session.

General Government Legislative Action Committee (GGLAC) topics include:

Alcoholic Beverage Control, elections, emergency response (fire, police, etc.), ethics, information technology, liability, open meetings, personnel/labor, public records, purchasing, retirement, transportation, utilities

Planning and Environment Legislative Action Committee (PELAC) topics include:

Annexation, building codes, eminent domain, environment (air, energy, water, stormwater, solid waste), housing, land use, ETJ, parks and recreation, ordinance enforcement

Tax and Finance Legislative Action Committee (TFLAC) topics include:

Bonds, debt financing, budgeting, fiscal control, economic development incentives, impact fees, interlocal financing, investment of government funds, property tax, public-private partnerships, sales taxes, special assessments, state-collected taxes (utility franchise, beer/wine, telecommunications, video programming, solid waste tipping fee), tax reform, user charges

Regulatory Action Committee (RAC) topics include:

Air quality, regulatory reform, solid waste, stormwater, water quality, water quantity

Some issues will be assigned to the committees on a case-by-case basis, depending on the context. These "cross-over" issues may include incorporation, infrastructure funding, economic development, telecommunications, and transportation.

State Boards and Commissions

The League makes nominations for municipal representatives to state boards and commissions. If you are interested in serving on a state board, please include your occupation/areas of expertise on the Interest Form. If you are retired, please indicate your previous occupations, areas of expertise, and training.

2013 NCLM Committee Interest Form

SUBMIT BY NOVEMBER 1, 2013

INTERESTED IN SERVING? Please fill out and return this form. Forms received after appointments are made will be held until the next year's appointments unless you indicate otherwise. Committee appointments are limited; completing this form does not guarantee appointment.

Name _____	Title _____
Municipality _____	Current Occupation/Previous Experience/Career Field: _____
Business Address _____	_____
City/State/Zip _____	_____
Home Address _____	_____
City/State/Zip _____	_____
Business Phone _____	_____
If an elected official, year elected _____	Year Term Expires _____

Legislative Action Committee

I am an elected official or municipal staff member who would like to serve on the

_____ General Government Legislative Action Committee

_____ Planning and Environment Legislative Action Committee

_____ Tax and Finance Legislative Action Committee

_____ Any, but my first choice is _____

Regulatory Action Committee

_____ I am a municipal staff member and would like to serve on the Regulatory Action Committee

State Board or Commission

_____ I would like to serve on a state board or commission in the interest area of:

My occupation/area of expertise (or if retired, previous occupation/area of expertise) is:

RETURN THIS FORM:

At the NCLM Annual Conference: In the drop-off box at the LINC/voting desk

Mail: NCLM, Attention Cara Bridges, 215 North Dawson Street, Raleigh, NC 27603

Fax: Cara Bridges 919-301-1012 or email: cbridges@nclm.org

National League of Cities (NLC) Policy and Advocacy Committee Appointments Information and Interest Form

What are the NLC Policy and Advocacy Committees?

The purpose of the NLC policy and advocacy committees is to study federal issues and legislative proposals that affect municipalities and make sound policy recommendations to the NLC Board and membership. It also is their responsibility to work with NLC and state municipal league staff to inform members of the congressional delegation and their staff members about our municipal issues at the federal level.

Appointments to the NLC Policy and Advocacy Committees:

The NLC policy and advocacy committees are large committees with representation from each state appointed by the state league president. These appointments are usually made in January of each year. North Carolina gets 5 appointments to each of the 7 committees, based on our N.C. municipal population. Only elected officials can be appointed. The appointments are for a one-year term.

NLC Policy and Advocacy Committee Meetings:

The policy committees meet twice a year, once during the National League of Cities' annual *Congressional City Conference* – which will be held in Washington, D.C. (Mar. 8 - 12, 2014) – and at the National League of Cities' annual *Congress of Cities*, which will be held in the fall in Austin, Texas (Nov. 19 - 22, 2014). The cost of attending these meetings is the responsibility of the committee member and/or their municipality.

For more information go to: <http://www.nlc.org/influence-federal-policy/policy-committees>

Please complete this form if you are interested in serving on, or if you are currently serving and want to be reappointed to, a NLC Policy and Advocacy Committee.

Check any that you are interested in participating in:

- ☐ Community and Economic Development Policy Committee (CED)
- ☐ Energy, Environment, and Natural Resources Policy Committee (EENR)
- ☐ Finance, Administration, and Intergovernmental Relations Policy Committee (FAIR)
- ☐ Human Development Policy Committee (HD)
- ☐ Information Technology and Communications Policy Committee (ITC)
- ☐ Public Safety and Crime Prevention Policy Committee (PSCP)
- ☐ Transportation Infrastructure and Services Policy Committee (TIS)

Name: _____

Title: _____ Municipality: _____

Phone Number: _____ E-mail: _____

Submit this form via the following:

At the NCLM Annual Conference: In the drop-off box at the LINC/voting desk

Mail: NCLM, Attention Cara Bridges, 215 North Dawson Street, Raleigh, NC 27603

Fax: Cara Bridges 919-301-1012 or email: cbridges@nclm.org



City of Greenville

North Carolina

P.O. Box 7207 - Greenville, N.C. 27835-7207

CITY MANAGER'S OFFICE

August 26, 2013

Congressman G. K. Butterfield
413 Cannon House Office Building
Washington, DC 20515

Dear Congressman Butterfield:

Recently, Public Works Director Kevin Mulligan and I met with Ray Rogers of your staff to discuss a major concern of the City of Greenville, which is the funding of the Town Creek Culvert. The completion of this stormwater project will facilitate the construction of a new four-lane connector road from East Carolina University to the Vidant Hospital district, which is anticipated to become a new "gateway to the City of Greenville." The design and construction of the Town Creek Culvert must be completed within the next 24 months to meet the NCDOT schedule for the Tenth Street Connector project construction. The cost of the Town Creek Culvert project is anticipated to be in the \$7M to \$10M range.

At the City Council meeting on August 8, 2013, the Council gave approval for the staff to submit a grant application to assist with the funding of this project. The source of the funding would be a North Carolina Clean Water State Revolving Fund loan, which could include a grant component. I have enclosed a copy of the agenda item from that meeting. Any assistance that you can provide to help us secure this and any other funding to reduce the costs of this project to the City would be greatly appreciated.

Sincerely,

Barbara Lipscomb
City Manager

dr

Enclosure

cc: Mayor and City Council Members
Kevin Mulligan, Public Works Director



City of Greenville

North Carolina

P.O. Box 7207 - Greenville, N.C. 27835-7207

CITY MANAGER'S OFFICE

August 26, 2013

Senator Kay Hagan
521 Dirksen Senate Office Building
Washington, DC 20510

Dear Senator Hagan:

Recently, Public Works Director Kevin Mulligan and I met with Joyce Mitchell of your staff to discuss a major concern of the City of Greenville, which is the funding of the Town Creek Culvert. The completion of this stormwater project will facilitate the construction of a new four-lane connector road from East Carolina University to the Vidant Hospital district, which is anticipated to become a new "gateway to the City of Greenville." The design and construction of the Town Creek Culvert must be completed within the next 24 months to meet the NCDOT schedule for the Tenth Street Connector project construction. The cost of the Town Creek Culvert project is anticipated to be in the \$7M to \$10M range.

At the City Council meeting on August 8, 2013, the Council gave approval for the staff to submit a grant application to assist with the funding of this project. The source of the funding would be a North Carolina Clean Water State Revolving Fund loan, which could include a grant component. I have enclosed a copy of the agenda item from that meeting. Any assistance that you can provide to help us secure this and any other funding to reduce the costs of this project to the City would be greatly appreciated.

Sincerely,

Barbara Lipscomb
City Manager

dr

Enclosure

cc: Mayor and City Council Members
Kevin Mulligan, Public Works Director

Approved

Title of Item: Application to North Carolina Clean Water State Revolving Fund for a grant/loan to aid in the construction of the City of Greenville Town Creek Culvert and BMP Retrofit Project.

Explanation: Public Works received five proposals on June 25, 2013 as a result of a Request for Qualifications for the design and rehabilitation of Town Creek Culvert. After review, three firms were short listed and scheduled for interviews. As part of the presentations given by these firms potential funding options were discussed. The City's selected consultant (to be recommended for award at the September Council meeting) has identified the Clean Water State Revolving Fund – grant/loan program as a potential funding source. The City may qualify for a grant (principal forgiveness) for a portion of the project cost. The remainder of the project cost may qualify for as little as a 0% interest loan. The total cost of the project will be refined but it is expected that we will request up to \$2 Million for the principal forgiveness grant and \$8 Million for the zero or low interest loan. The application for this program is time sensitive with a deadline of August 30, 2013.

The application requires a resolution be approved by City Council for the Mayor's signature. I have attached the resolution for your review. In order to submit the application, the resolution will need to go in front of Council at the August 8th meeting.

Fiscal Note: There is no cost for the submission of this application to the CWSRF. The City of Greenville be required to adopt and place into effect on or before completion of the Town Creek Culvert and BMP Retrofit Project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the City of Greenville Town Creek Culvert and BMP Retrofit Project and the repayment of all principal and interest on the debt.

The City of Greenville also would need to agree to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Greenville to make scheduled repayment of the loan, to withhold from the City of Greenville any State funds that would otherwise be distributed to the City of Greenville in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

Recommendation: It is recommended that the attached resolution requesting approval to submit an application to the CWSRF grant/loan to aid in the design and construction of the Town Creek Culvert be approved.

RESOLUTION NO. 48-13
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENVILLE AUTHORIZING
THE FILING OF AN APPLICATION WITH THE STATE OF NORTH CAROLINA FOR A
LOAN FOR THE CITY OF GREENVILLE TOWN CREEK CULVERT AND BMP
RETROFIT PROJECT

WHEREAS, the Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of stormwater treatments;

WHEREAS, the City of Greenville has need for and intends to construct a stormwater treatment project described as the City of Greenville Town Creek Culvert and BMP Retrofit Project, and

WHEREAS, the City of Greenville intends to request State of North Carolina loan assistance for the City of Greenville Town Creek Culvert and BMP Retrofit Project;

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Greenville as follows:

- 1) The filing of an application on behalf of the City of Greenville with the State of North Carolina for a loan to aid in the construction of the City of Greenville Town Creek Culvert and BMP Retrofit Project be and is hereby approved.
- 2) The City of Greenville will arrange financing for all remaining costs of the City of Greenville Town Creek Culvert and BMP Retrofit Project, if approved for a State loan award.
- 3) The City of Greenville will adopt and place into effect on or before completion of the City of Greenville Town Creek Culvert and BMP Retrofit Project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the City of Greenville Town Creek Culvert and BMP Retrofit Project and the repayment of all principal and interest on the debt.
- 4) The City Council of the City of Greenville agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Greenville to make scheduled repayment of the loan, to withhold from the City of Greenville any State funds that would otherwise be distributed to the City of Greenville in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.
- 5) The City of Greenville will provide for efficient operation and maintenance of the City of Greenville Town Creek Culvert and BMP Retrofit Project on completion of construction thereof.

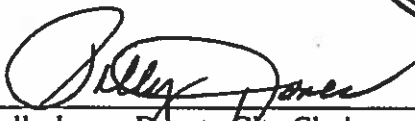
- 6) Barbara Lipscomb, City Manager of the City of Greenville, and successors so titled, is hereby designated as the Authorized Official and is hereby authorized to execute and file an application on behalf of the City of Greenville with the State of North Carolina for a loan to aid in the construction of the City of Greenville Town Creek Culvert and BMP Retrofit Project.
- 7) Barbara Lipscomb, City Manager of the City of Greenville, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the City of Greenville Town Creek Culvert and BMP Retrofit Project, to make the assurances as contained above, and to execute such other documents as may be required in connection with the application.
- 8) The City of Greenville has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the City of Greenville Town Creek Culvert and BMP Retrofit Project and to Federal and State grants and loans pertaining thereto.

This the 8th day of August, 2013.




Allen M. Thomas, Mayor

ATTEST:


Polly Jones, Deputy City Clerk

Memorandum

To: Honorable Mayor and City Council Members

From: Chris Padgett, Assistant City Manager *C.N.P.*

Date: August 28, 2013

Subject: Notice of Special Event Permits Approved

The following special event applications were approved by the Greenville Police Department. If you have any questions about this report, contact me or Chief Aden.

Type of Event	Event Date	Event Location	Event Organizer/ Sponsoring Agency	Law Enforcement Required
Pool Party (amplified sound)	8/24/2013	North Campus Crossing	North Campus Crossing	Yes
Pool Party (amplified sound)	8/24/2013	The Province	The Province	Yes
Back to School Bash w/DJ (amplified sound)	8/25/2013	West Greenville Gym	Better Ourselves Org.	No
Bikini Contest (amplified sound)	8/30/2013	Hooter's – Greenville Blvd.	Hooter's Restaurant	Yes
5K Road Race (parade permit)	9/7/2013	Town Common	ECU Recreation and Park Management Club	Yes
Community Outreach Event (amplified sound)	9/21/2013	Big B Mart, Dickinson	Compassionate Faith Outreach Ministries	No
5K Road Race (parade permit)	10/5/2013	Cromwell Road / Lynndale Subdivision	Hope of Glory Ministries	Yes

als

cc: Dave Holec, City Attorney
Carol Barwick, City Clerk