



Agenda

Greenville City Council

May 12, 2016
6:00 PM
City Council Chambers
200 West Fifth Street

Assistive listening devices are available upon request for meetings held in the Council Chambers. If an interpreter is needed for deaf or hearing impaired citizens, please call 252-329-4422 (voice) or 252-329-4060 (TDD) no later than two business days prior to the meeting.

I. Call Meeting To Order

II. Invocation - Mayor Thomas

III. Pledge of Allegiance

IV. Roll Call

V. Approval of Agenda

- **Public Comment Period**

The Public Comment Period is a period reserved for comments by the public. Items that were or are scheduled to be the subject of public hearings conducted at the same meeting or another meeting during the same week shall not be discussed. A total of 30 minutes is allocated with each individual being allowed no more than 3 minutes. Individuals who registered with the City Clerk to speak will speak in the order registered until the allocated 30 minutes expires. If time remains after all persons who registered have spoken, individuals who did not register will have an opportunity to speak until the allocated 30 minutes expires.

VI. Special Recognitions

- Andrew Thomas, Jr. - Community Development Department Retiree
- Angelene Brinkley - Financial Services Department Retiree
- Presentation by the Center for Family Violence Prevention

VII. Appointments

1. Appointments to Boards and Commissions

VIII. New Business

Public Hearings

2. Ordinance requested by Ruben Glenn Wiley to rezone 0.716 acres located at the northeast corner of the intersection of North Greene Street and East Gum Road from CDF (Downtown Commercial Fringe) to CH (Heavy Commercial)
3. Resolution to close a portion of Eleventh Street between Charles Boulevard and Charles Street
4. Naming of the park land adjacent to the Off-Leash Dog Area as "River's Edge Park"
5. Second public hearing for the 2016-17 Annual Action Plan for the CDBG and HOME Investment Partnership Funds

Other Items of Business

6. Presentation of the proposed Fiscal Year 2016-17 operating budget and Fiscal Year 2017-18 financial plan:
 - a. Pitt-Greenville Convention & Visitors Authority
 - b. Sheppard Memorial Library
 - c. Greenville Utilities Commission
7. Presentation on the status of East 10th Street traffic safety improvements
8. Arm access to Fourth Street Parking Garage
9. Discussion of policy for electric car stations in the Fourth Street Parking Garage
10. Presentation and plan on naming rights, advertising and marketing

IX. City Manager's Report

11. Local Preference Update

X. Comments from Mayor and City Council

XI. Adjournment



City of Greenville, North Carolina

Meeting Date: 5/12/2016
Time: 6:00 PM

Title of Item: Appointments to Boards and Commissions

Explanation: **Abstract:** The City Council fills vacancies and makes reappointments to the City's boards and commissions. Appointments are scheduled to be made to nine of the boards and commissions.

Explanation: City Council appointments need to be made to the Community Appearance Commission, Environmental Advisory Commission, Greenville Bicycle & Pedestrian Commission, Housing Authority, Human Relations Council, Investment Advisory Committee, Planning & Zoning Commission, Recreation & Parks Commission, and Youth Council.

Fiscal Note: No direct fiscal impact.

Recommendation: Make recommendations to the Community Appearance Commission, Environmental Advisory Commission, Greenville Bicycle & Pedestrian Commission, Housing Authority, Human Relations Council, Investment Advisory Committee, Planning & Zoning Commission, Recreation & Parks Commission, and Youth Council.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

[Muni_Report_2015_Appointments_to_Boards_and_Commissions_998631](#)

Appointments to Boards and Commissions

May 2016

Community Appearance Commission

Council Liaison: Council Member McLean Godley

Name	District #	Current Term	Reappointment Status	Expiration Date
Sharon Gray	3	First term	Resigned	July 2018
Cora Tyson	4	First term	Resigned	July 2017

Environmental Advisory Commission

Council Liaison: Council Member McLean Godley

Name	District #	Current Term	Reappointment Status	Expiration Date
David Ames <i>(Educator of the Natural or Physical Sciences/Physician)</i>	4	Filling unexpired term	Eligible	April 2016
David Kimmel <i>(Educator of the Natural or Physical Sciences/Physician)</i>	5	First term	Resigned	April 2016
Ernest Larkin <i>(Lawyer or Other Person with Knowledge or Environmental Regulations/Safety Practices)</i>	3	First term	Resigned	April 2018

Greenville Bicycle & Pedestrian Commission

Council Liaison: Council Member Calvin Mercer

Name	District #	Current Term	Reappointment Status	Expiration Date
Ann Eleanor	2	First term	Resigned	January 2019

Housing Authority

Council Liaison: Mayor Pro-Tem Kandie Smith

Name	District #	Current Term	Reappointment Status	Expiration Date
Sterling Edmonds <i>(Council Member Calvin Mercer)</i>	4	Second term	Eligible	May 2016

DeWitt Newkirk 2 Second term Resigned Oct. 2015
(Council Member McLean Godley)

Human Relations Council

Council Liaison: Council Member Rose Glover

Name	District #	Current Term	Reappointment Status	Expiration Date
Inez Dudley	2	First term	Resigned	Sept. 2017
Maurice Whitehurst <i>(Pitt Community College)</i>	2	Second term	Did not meet attendance Requirement	Oct. 2015

Investment Advisory Committee

Council Liaison: Council Member PJ Connelly

Name	District #	Current Term	Reappointment Status	Expiration Date
Tilwanda Steinberg	1	Second term	Resigned	October 2017

Planning & Zoning Commission

Council Liaison: Council Member PJ Connelly

Name	District #	Current Term	Reappointment Status	Expiration Date
Terry King <i>(Council Member Rick Smiley)</i>	2	First term	Eligible	May 2016
Tony Parker <i>(Council Member PJ Connelly)</i>	4	Second term	Ineligible	May 2016
Doug Schrade <i>(Council Member PJ Connelly)</i>	1	First term	Eligible	May 2016

Recreation & Parks Commission

Council Liaison: Council Member McLean Godley

Name	District #	Current Term	Reappointment Status	Expiration Date
-------------	-------------------	---------------------	-----------------------------	------------------------

Tyler Clark <i>(Council Member Rick Smiley)</i>	2	First term	Not seeking a 2 nd term	May 2016
Henry Jones <i>(Mayor Allen Thomas)</i>	4	Second term	Ineligible	May 2016
Garrett Taylor <i>(Council Member Calvin Mercer)</i>	5	First term	Eligible	May 2016
Donald Williams <i>(Council Member McLean Godley)</i>	3	First term	Eligible	May 2016

Youth Council

Council Liaison: Council Member Calvin Mercer

Name	District #	Current Term	Reappointment Status	Expiration Date
------	------------	--------------	----------------------	-----------------

9 Available Spots

Applicants for Community Appearance Commission

Elizabeth Ann Blanck
113 G Brownlea Drive
Greenville, NC 27858

Application Date: 1/18/2016

Home Phone: (305) 972-2378

Business Phone:

Email: Liz.seda@gmail.com

District #: 3

Applicants for Environmental Advisory Commission

Orrin Allen Beasley
3601 Live Oak Lane
Greenville, NC 27858

Application Date: 12/8/2015

District #: 5

Home Phone: (252) 216-6099
Business Phone: (252) 216-6099
Email: oab0119@gmail.com

Elaine U. Brestel
106 Christenbury Drive
Greenville, NC 27858

Application Date: 1/21/2014

District #: 4

Home Phone: (252) 752-2255
Business Phone:
Email: ebrestel@suddenlink.net

Sherryl Gregory
1303 E. 10th Street Apt N
Greenville, NC 27858

Application Date: 2/3/2014

District #:

Home Phone: (252) 559-9049
Business Phone:
Email:

Wendy Klein
318 Rutledge Road
Greenville, NC 27858

Application Date: 2/10/2014

District #: 4

Home Phone: (252) 329-7005
Business Phone: (252) 902-9005
Email: wakspg1@suddenlink.net

Matthew Mellis
529 Spring Forest Road Apt. H
Greenville, NC

Application Date: 3/6/2014

District #: 1

Home Phone: (252) 702-3429
Business Phone: (252) 752-5938
Email: mellism@pitt.k12.nc.us

Applicants for Greenville Bicycle & Pedestrian Commission

None.

Applicants for Housing Authority

None.

Applicants for Human Relations Council

Crystal M Kuegel
1200 B Glen Arthur Avenue
Greenville, NC 28540

Application Date: 2/23/2015

District #: 4

Home Phone: (252) 885-9245
Business Phone: (252) 885-9245
Email: crystal.kuegel@gmail.com

Deborah J. Monroe
1308 Old Village Road
Greenville, NC 27834

Application Date: 1/15/2015

District #: 1

Home Phone: (252) 714-0969
Business Phone:
Email: debj.monroe@gmail.com

Bridget Moore
4128A Bridge Court
Winterville, NC 28590

Application Date: 8/28/2014

District #: 5

Home Phone: (252) 355-7377
Business Phone: (252) 355-0000
Email: bmoore2004@netzero.com

Travis Williams
3408 Evans Street Apt. E
Greenville, NC 27834

Application Date:

District #: 5

Home Phone: (252) 412-4584
Business Phone:
Email:

Applicants for Investment Advisory Committee

None.

Applicants for Planning & Zoning Commission

Uriah Ward
106 Oseola Drive
Greenville, NC 27858

Application Date:

Home Phone: (252) 565-2038

Business Phone:

Email: uriahward@yahoo.com

District #: 3

Applicants for Recreation and Parks Commission

Elizabeth Ann Blanck
113 G Brownlea Drive
Greenville, NC 27858

Application Date: 1/18/2016

Home Phone: (305) 972-2378

Business Phone:

Email: Liz.seda@gmail.com

District #: 3

Youth Council

None.



City of Greenville, North Carolina

Meeting Date: 5/12/2016
Time: 6:00 PM

Title of Item: Ordinance requested by Ruben Glenn Wiley to rezone 0.716 acres located at the northeast corner of the intersection of North Greene Street and East Gum Road from CDF (Downtown Commercial Fringe) to CH (Heavy Commercial)

Explanation: **Abstract:** The City has received a request from Ruben Glenn Wiley to rezone 0.716 acres located at the northeast corner of the intersection of North Greene Street and East Gum Road from CDF (Downtown Commercial Fringe) to CH (Heavy Commercial).

Required Notices:

Planning and Zoning meeting notice (property owner and adjoining property owner letter) mailed on April 5, 2016.
On-site sign(s) posted on April 5, 2016.
City Council public hearing notice (property owner and adjoining property owner letter) mailed on April 26, 2016.
Public hearing legal advertisement published on May 2 and May 9, 2016.

Comprehensive Plan:

The subject area is located in Vision Area B.

The Future Land Use Plan Map recommends commercial (C) along the western right-of-way of North Greene Street between Farmer Street and Pactolus Highway transitioning to conservation/open space to the east.

Further, the Future Land Use Plan Map identifies certain areas for conservation/open space (COS) uses. The map is not meant to be dimensionally specific, and may not correspond precisely to conditions on the ground. When considering rezoning requests or other development proposals, some areas classified as conservation/open space may be determined not to contain anticipated development limitations. In such cases, the future preferred land use should be based on adjacent Future Land Use Plan designations, contextual

considerations, and the general policies of the comprehensive plan.

North Greene Street is designated as a connector corridor. Connector corridors are designed to contain a variety of higher intensive uses.

Thoroughfare/Traffic Report Summary (PWD-Engineering Division):

Since the subject property can accommodate the same size development with similar uses under the current and requested rezoning, a traffic report was not generated.

During the review process, measures to mitigate traffic impacts will be determined.

History/Background:

In 1972, the property was zoned CH. In 1983, the property was part of a large scale rezoning request (19 acres) to CDF.

Present Land Use:

Vacant

Water/Sewer:

Water and sanitary sewer are available to the subject property.

Historic Sites:

There are no known effects on designated sites.

Environmental Conditions/Constraints:

The property is impacted by the 100-year floodplain associated with the Tar River.

Surrounding Land Uses and Zoning:

North: CDF - Two (2) vacant lots (one (1) lot is City-owned)

South: CDF- One (1) commercial building

East: CDF - One (1) vacant lot

West: IU - Perdue Agri-Business

Density Estimates:

Under the current zoning (CDF) and the requested zoning (CH), the property could accommodate the same size development with similar uses.

Fiscal Note:

No cost to the City.

Recommendation:

In staff's opinion, the request is in compliance with Horizons: Greenville's Community Plan and the Future Land Use Plan Map.

"In compliance with the comprehensive plan" should be construed as meaning the requested zoning is (i) either specifically recommended in the text of the Horizons Plan (or addendum to the plan) or is predominantly or completely surrounded by the same or compatible and desirable zoning and (ii) promotes the desired urban form. The requested district is considered desirable and in the public interest, and staff recommends approval of the requested rezoning.

The Planning and Zoning Commission voted to approve the request at its April 19, 2016 meeting.

If the City Council determines to approve the zoning map amendment, a motion to adopt the attached zoning map amendment ordinance will accomplish this. The ordinance includes the statutorily required statement describing whether the action taken is consistent with the comprehensive plan and explaining why Council considers the action taken to be reasonable and in the public interest.

If City Council determines to deny the zoning map amendment, in order to comply with this statutory requirement, it is recommended that the motion be as follows:

Motion to deny the request to rezone and to make a finding and determination that the rezoning request is inconsistent with the adopted comprehensive plan including, but not limited to, Objective E1 to create conditions favorable for healthy economic expansion in the area and E14 to encourage healthy economic development and further that the denial of the rezoning request is reasonable and in the public interest due to the rezoning request does not promote, in addition to the furtherance of other goals and objectives, the safety and general welfare of the community by promoting industrial and commercial development in areas with existing infrastructure that does not infringe on existing medium density residential.

Note: In addition to the other criteria, the Planning and Zoning Commission and City Council shall consider the entire range of permitted and special uses for the existing and proposed zoning districts as listed under Title 9, Chapter 4, Article D of the Greenville City Code.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Attachments](#)

[Ordinance Ruben Glenn Wiley 1026822](#)

[Minutes Ruben Wiley 1026819](#)

[List of Uses CDF 1013954](#)

ORDINANCE NO. 16-
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GREENVILLE
REZONING TERRITORY LOCATED WITHIN THE PLANNING AND ZONING
JURISDICTION OF THE CITY OF GREENVILLE, NORTH CAROLINA

WHEREAS, the City Council of the City of Greenville, North Carolina, in accordance with Article 19, Chapter 160A, of the General Statutes of North Carolina, caused a public notice to be given and published once a week for two successive weeks in The Daily Reflector setting forth that the City Council would, on the 12th day of May, 2016, at 6:00 p.m., in the Council Chambers of City Hall in the City of Greenville, NC, conduct a public hearing on the adoption of an ordinance rezoning the following described territory;

WHEREAS, the City Council has been informed of and has considered all of the permitted and special uses of the districts under consideration;

WHEREAS, in accordance with the provisions of North Carolina General Statute 160A-383, the City Council does hereby find and determine that the adoption of the ordinance zoning the following described property is consistent with the adopted comprehensive plan and other officially adopted plans that are applicable and that the adoption of the ordinance zoning the following described property is reasonable and in the public interest due to its consistency with the comprehensive plan and other officially adopted plans that are applicable and, as a result, its furtherance of the goals and objectives of the comprehensive plan and other officially adopted plans that are applicable;

WHEREAS, as a further description as to why the action taken is consistent with the comprehensive plan and other officially adopted plans that are applicable in compliance with the provisions of North Carolina General Statute 160A-383, the City Council of the City of Greenville does hereby find and determine that the adoption of this ordinance is consistent with provisions of the comprehensive plan including, but not limited to, Objective E1 to create conditions favorable for healthy economic expansion in the area and E14 to encourage healthy economic development; and

WHEREAS, as a further explanation as to why the action taken is reasonable and in the public interest in compliance with the provisions of North Carolina General Statute 160A-383, the City Council of the City of Greenville does hereby find and determine that the adoption of this ordinance will, in addition to the furtherance of other goals and objectives, promote the safety and general welfare of the community by promoting industrial and commercial development in areas with existing infrastructure that does not infringe on existing medium density residential; and

THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA, DOES HEREBY ORDAIN:

Section 1. That the following described territory is rezoned from CDF (Downtown Commercial Fringe) to CH (Heavy Commercial).

TO WIT: Ruben Glenn Wiley Property

LOCATION: Located at the northeastern corner of North Greene Street and East Gum Road.

DESCRIPTION: Beginning at a point where the eastern right-of-way of NCSR 1531 (North Greene Street) intersects the northern right-of-way of NCSR 1421 (East Gum Road). From the above described beginning, so located, running thence as follows:

With the eastern right-of-way of NCSR 1531 (North Greene Street), N 20°27'19" E 146.86' to an existing iron pipe, thence leaving the eastern right-of-way of NCSR 1531 (North Greene Street), S 70°50'00" E 117.09', thence S 20°28'52" W 6.68', thence S 70°50'00" E 100.00' to an existing iron stake, thence S 20°28'52" W 140.19' to a point on the northern right-of-way of NCSR 1421 (East Gum Road), thence with the northern right-of-way of NCSR 1421 (East Gum Road) N 70°50'00" W 217.03' to the point of beginning containing 0.716 acre.

Section 2. That the Director of Community Development is directed to amend the zoning map of the City of Greenville in accordance with this ordinance.

Section 3. That all ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed.

Section 4. That this ordinance shall become effective upon its adoption.

ADOPTED this 12th day of May, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

Doc. # 1026822

Excerpt from the DRAFT Planning & Zoning Commission Minutes (04/19/2016)

ORDINANCE REQUESTED BY RUBEN GLENN WILEY TO REZONE 0.716 ACRES LOCATED AT THE NORTHEAST CORNER OF THE INTERSECTION OF NORTH GREENE STREET AND EAST GUM ROAD FROM CDF (DOWNTOWN COMMERCIAL FRINGE) TO CH (HEAVY COMMERCIAL) – APPROVED

Ms. Gooby, Planner, delineated the property. The property is located along North Greene Street and East Gum Road. The majority of the area is vacant due to damage from Hurricane Floyd and the properties were subsequently purchased by the City via the Buy-Out program. These properties must remain in the ownership of the city in perpetuity. The area is impacted by the 100-year floodplain and floodway associated with the Tar River. North Greene Street is a connector corridor which is intended to accommodate a variety of uses. Since the current and proposed zoning districts will allow the same size of development, a traffic report was not generated. The properties between North Greene Street and North Pitt Street from Farmer Street to Pactolus Highway are zoned CDF. This rezoning will allow expanded uses in addition to the uses allowed in the current zoning district. The Future Land Use Plan Map recommends commercial between North Greene Street and North Pitt Street transitioning to conservation/open space to acknowledge the residential properties that were damaged and purchased by the City. It is also important to note that non-residential properties were not eligible for the Buy-Out program, which is why commercial and industrial uses are shown on the Future Land Use Plan Map. In staff's opinion, the request is in compliance with Horizons: Greenville's Community Plan and the Future Land Use Plan Map. The proposed zoning would have little impact on the few remaining residential properties in the area.

Chairman Parker opened the public hearing.

Mr. Mike Baldwin, Baldwin Design Consultants, representative of the applicant, spoke in favor of the request.

No one spoke in opposition of the request.

Chairman Parker closed the public hearing and opened for board discussion.

Motion made by Mr. Schrade, seconded by Mr. King, to recommend approval of the proposed amendment to advise that it is consistent with the Comprehensive Plan and other applicable plans and to adopt the staff report which addresses plan consistency and other matters. Motion passed unanimously.

EXISTING ZONING

CDF (Downtown Commercial Fringe) *Permitted Uses*

(1) General:

- a. Accessory use or building
- b. Internal service facilities
- c. On-premise signs per Article N
- e. Temporary uses; of listed district uses
- f. Retail sales; incidental
- g. Incidental assembly of products sold at retail or wholesale as an accessory to principle use

(2) Residential:

- a. Single-family dwelling
- b. Two-family attached dwelling (duplex)
- c. Multi-family development per Article 1
- k. Family care home (see also section 9-4-103)
- q. Room renting

*(3) Home Occupations (see all categories):*None*

(4) Governmental:

- b. City of Greenville municipal government building or use (see also section 9-4-103)
- c. County or state government building or use not otherwise listed; excluding outside storage and major or minor repair
- d. Federal government building or use
- g. Liquor store, state ABC

(5) Agricultural/ Mining:

- a. Farming; agriculture, horticulture, forestry (see also section 9-4-103)

(6) Recreational/ Entertainment:

- f. Public park or recreational facility
- g. Private noncommercial park or recreation facility
- o. Theater; movie or drama, including outdoor facility

(7) Office/ Financial/ Medical:

- a. Office; professional and business, not otherwise listed
- c. Office; customer service not otherwise listed, including accessory service delivery vehicle parking and indoor storage
- d. Bank, savings and loan or other savings or investment institutions
- e. Medical, dental, ophthalmology or similar clinic, not otherwise listed

(8) Services:

- c. Funeral home
- e. Barber or beauty shop
- f. Manicure, pedicure, or facial salon
- g. School; junior and senior high (see also section 9-4-103)
- h. School; elementary (see also section 9-4-103)
- i. School; kindergarten or nursery (see also section 9-4-103)
- k. Business or trade school
- n. Auditorium
- o. Church or place of worship (see also section 9-4-103)
- p. Library

- q. Museum
- r. Art Gallery
- s. Hotel, motel, bed and breakfast inn; limited stay lodging (see also residential quarters for resident manager, supervisor or caretaker and section 9-4-103)
- u. Art studio including art and supply sales
- v. Photography studio including photo and supply sales
- w. Recording studio
- z. Printing or publishing service including graphic art, map, newspapers, magazines and books
- aa. Catering service including food preparation (see also restaurant; conventional and fast food)
- kk. Launderette; household users
- ll. Dry cleaners; household users
- mm. Commercial laundries; linen supply
- oo. Clothes alteration or shoe repair shop
- pp. Automobile wash

(9) Repair:

- d. Upholsterer; furniture
- f. Appliance; household and office equipment repair
- g. Jewelry, watch, eyewear or other personal item repair

(10) Retail Trade:

- a. Miscellaneous retail sales; non-durable goods, not otherwise listed
- c. Grocery; food or beverage, off premise consumption (see also Wine Shop)
- c.1 Wine shop (see also section 9-4-103)
- d. Pharmacy
- e. Convenience store (see also gasoline sales)
- f. Office and school supply, equipment sales
- h. Restaurant; conventional
- i. Restaurant; fast food
- l. Electric; stereo, radio, computer, television, etc. sales and accessory repair
- m. Appliance; household use, sales and accessory repair, excluding outside storage
- n. Appliance; commercial use, sales and accessory repair, excluding outside storage
- p. Furniture and home furnishing sales not otherwise listed
- q. Floor covering, carpet and wall covering sales
- r. Antique sales; excluding vehicles
- s. Book or card store, news stand
- v. Video or music store; records, tape, compact disk, etc. sales
- w. Florist
- x. Sporting goods sales and rental shop
- y. Auto part sales (see also major and minor repair)
- ee. Christmas tree sales lot; temporary only (see also section 9-4-103)

(11) Wholesale/ Rental/ Vehicle- Mobile Home Trade:

- c. Rental of cloths and accessories; formal wear, etc.
- f. Automobiles, truck, recreational vehicle, motorcycles and boat sales and service (see also major and minor repair)

(12) Construction:

- a. Licensed contractor; general, electrical, plumbing, mechanical, etc. excluding outside storage
- c. Construction office; temporary, including modular office (see also section 9-4-103)
- e. Building supply; lumber and materials sales, plumbing and/or electrical supply excluding outside storage
- f. Hardware store

(13) Transportation:

- b. Bus station; passenger and related freight
- c. Taxi or limousine service
- e. Parcel delivery service
- f. Ambulance service

(14) Manufacturing/ Warehousing:

- c. Bakery; production, storage and shipment facilities

(15) Other Activities (not otherwise listed - all categories): None*

CDF (Downtown Commercial Fringe)

Special Uses

(1) General: None*

(2) Residential:

- d. Land use intensity multifamily (LUI) development rating 50 per Article K
- e. Land use intensity multifamily (LUI) development rating 67 per Article K
- j. Residential quarters for resident manager, supervisor or caretaker; including mobile homes
- m. Shelter for homeless or abused
- n. Retirement center or home
- o. Nursing, convalescent center or maternity home; major care facility
- o.(1). Nursing, convalescent center or maternity home; minor care facility
- r. Fraternity or sorority house

(3) Home Occupations (see all categories):

- a. Home occupation; including barber and beauty shops
- c. Home occupation; including manicure, pedicure or facial salon

(4) Governmental:

- a. Public utility building or use

(5) Agricultural/ Mining: None*

(6) Recreational/ Entertainment:

- d. Game center
- i. Commercial recreation; indoor and outdoor not otherwise listed
- l. Billiard parlor or pool hall
- m. Public or private club

(7) Office/ Financial/ Medical: None*

(8) Services:

- a. Child day care facilities
- b. Adult day care facilities
- l. Convention center; private
- x. Dance studio
- bb. Civic organizations
- cc. Trade or business organizations
- hh. Exercise and weight loss studios; indoor only

(9) Repair:

- a. Major repair; as an accessory or principal use
- b. Minor repair; as an accessory or principal use

(10) Retail Trade:

- b. Gasoline or automotive fuel sales; accessory or principal use, retail
- g. Fish market; excluding processing or packing
- j. Restaurant; regulated outdoor activities
- t. Hobby or craft shop
- u. Pet shop (see also animal boarding; outside facility)

(11) Wholesale/ Rental/ Vehicle- Mobile Home Trade: None*

(12) Construction:

- d. Building supply; lumber and materials sales, plumbing and/or electrical supply including outside storage

(13) Transportation:

- h. Parking lot or structure; principal use

(14) Manufacturing/ Warehousing:

- g. Cabinet, woodwork or frame shop; excluding furniture manufacturing or upholstery

(15) Other Activities (not otherwise listed - all categories):

- a. Other activities; personal services not otherwise listed
- b. Other activities; professional activities not otherwise listed
- c. Other activities; commercial services not otherwise listed
- d. Other activities; retail sales not otherwise listed

PROPOSED ZONING

CH (Heavy Commercial)

Permitted Uses

(1) General:

- a. Accessory use or building
- b. Internal service facilities
- c. On-premise signs per Article N
- d. Off-premise signs per Article N
- e. Temporary uses; of listed district uses
- f. Retail sales; incidental
- g. Incidental assembly of products sold at retail or wholesale as an accessory to principle use

(2) Residential: None*

*(3) Home Occupations (see all categories):*None*

(4) Governmental:

- a. Public utility building or use
- b. City of Greenville municipal government building or use (see also section 9-4-103)
- c. County or state government building or use not otherwise listed; excluding outside storage and major or minor repair
- d. Federal government building or use
- e. County government operation center
- g. Liquor store, state ABC

(5) Agricultural/ Mining:

- a. Farming; agriculture, horticulture, forestry (see also section 9-4-103)
- b. Greenhouse or plant nursery; including accessory sales

- d. Farmers market
- e. Kennel (see also section 9-4-103)
- h. Animal boarding not otherwise listed; outside facility, as an accessory or principal use

(6) Recreational/ Entertainment:

- b. Golf course; par three
- c. Golf driving range
- c.(1). Tennis club; indoor and outdoor facilities
- e. Miniature golf or putt-putt course
- f. Public park or recreational facility
- h. Commercial recreation; indoor only, not otherwise listed
- i. Commercial recreation; indoor and outdoor, not otherwise listed
- j. Bowling alleys
- n. Theater; movie or drama, indoor only
- o. Theater; movie or drama, including outdoor facility
- q. Circus, carnival or fair, temporary only (see also section 9-4-103)
- s. Athletic club; indoor only
- t. Athletic club; indoor and outdoor facility

(7) Office/ Financial/ Medical:

- a. Office; professional and business, not otherwise listed
- b. Operation/processing center
- c. Office; customer service not otherwise listed, including accessory service delivery vehicle parking and indoor storage
- d. Bank, savings and loan or other savings or investment institutions
- e. Medical, dental, ophthalmology or similar clinic, not otherwise listed
- f. Veterinary clinic or animal hospital (see also animal boarding; outside facility, kennel and stable)
- g. Catalogue processing center

(8) Services:

- c. Funeral home
- e. Barber or beauty shop
- f. Manicure, pedicure, or facial salon
- n. Auditorium
- o. Church or place of worship (see also section 9-4-103)
- q. Museum
- r. Art Gallery
- s. Hotel, motel, bed and breakfast inn; limited stay lodging (see also residential quarters for resident manager, supervisor or caretaker and section 9-4-103)
- u. Art studio including art and supply sales
- v. Photography studio including photo and supply sales
- y. Television, and/or radio broadcast facilities including receiving and transmission equipment and towers or cellular telephone and wireless communication towers [unlimited height, except as provided by regulations]
- z. Printing or publishing service including graphic art, map, newspapers, magazines and books
- aa. Catering service including food preparation (see also restaurant; conventional and fast food)
- bb. Civic organization
- cc. Trade or business organization
- hh. Exercise and weight loss studio; indoor only
- kk. Launderette; household users
- ll. Dry cleaners; household users
- mm. Commercial laundries; linen supply
- oo. Clothes alteration or shoe repair shop
- pp. Automobile wash

(9) Repair:

- b. Minor repair; as an accessory or principal use
- c. Upholster; automobile, truck, boat or other vehicle, trailer or van
- d. Upholsterer; furniture
- f. Appliance; household and office equipment repair
- g. Jewelry, watch, eyewear or other personal item repair

(10) Retail Trade:

- a. Miscellaneous retail sales; non-durable goods, not otherwise listed
- b. Gasoline or automotive fuel sale; accessory or principal use
- c. Grocery; food or beverage, off premise consumption (see also Wine Shop)
- c.1 Wine shop (see also section 9-4-103)
- d. Pharmacy
- e. Convenience store (see also gasoline sales)
- f. Office and school supply, equipment sales
- g. Fish market; excluding processing or packing
- h. Restaurant; conventional
- i. Restaurant; fast food
- k. Medical supply sales and rental of medically related products
- l. Electric; stereo, radio, computer, television, etc. sales and accessory repair
- m. Appliance; household use, sales and accessory repair, excluding outside storage
- n. Appliance; commercial or industrial use, sales and accessory repair, including outside storage
- p. Furniture and home furnishing sales not otherwise listed
- q. Floor covering, carpet and wall covering sales
- r. Antique sales; excluding vehicles
- s. Book or card store, news stand
- t. Hobby or craft shop
- u. Pet shop (see also animal boarding; outside facility)
- v. Video or music store; records, tape, compact disk, etc. sales
- w. Florist
- x. Sporting goods sales and rental shop
- y. Auto part sales (see also major and minor repair)
- aa. Pawnbroker
- bb. Lawn and garden supply and household implement sales and accessory sales
- cc. Farm supply and commercial implement sales
- ee. Christmas tree sales lot; temporary only (see also section 9-4-103)

(11) Wholesale/ Rental/ Vehicle- Mobile Home Trade:

- a. Wholesale; durable and nondurable goods, not otherwise listed
- b. Rental of home furniture, appliances or electronics and medically related products (see also (10) k.)
- c. Rental of cloths and accessories; formal wear, etc.
- d. Rental of automobile, noncommercial trucks or trailers, recreational vehicles, motorcycles and boats
- e. Rental of tractors and/or trailers, or other commercial or industrial vehicles or machinery
- f. Automobiles, truck, recreational vehicle, motorcycles and boat sales and service (see also major and minor repair)
- g. Mobile home sales including accessory mobile home office

(12) Construction:

- a. Licensed contractor; general, electrical, plumbing, mechanical, etc. excluding outside storage
- c. Construction office; temporary, including modular office (see also section 9-4-103)
- d. Building supply; lumber and materials sales, plumbing and/or electrical supply excluding outside storage
- f. Hardware store

(13) Transportation:

- c. Taxi or limousine service
- e. Parcel delivery service

- f. Ambulance service
- h. Parking lot or structure; principal use

(14) Manufacturing/ Warehousing:

- a. Ice plant and freezer lockers
- b. Dairy; production, storage and shipment facilities
- c. Bakery; production, storage and shipment facilities
- g. Cabinet, woodwork or frame shop; excluding furniture manufacturing or upholster
- h. Engraving; metal, glass or wood
- i. Moving and storage of nonhazardous materials; excluding outside storage
- k. Mini-storage warehouse, household; excluding outside storage
- m. Warehouse; accessory to approved commercial or industrial uses within a district; excluding outside storage
- u. Tire recapping or retreading plant

*(15) Other Activities (not otherwise listed - all categories): * None*

CH (Heavy Commercial)
Special Uses

*(1) General: * None*

(2) Residential:

- i. Residential quarters for resident manager, supervisor or caretaker; excluding mobile home
- j. Residential quarters for resident manager, supervisor or caretaker; including mobile home

*(3) Home Occupations (see all categories): * None*

*(4) Governmental: * None*

*(5) Agricultural/ Mining: * None*

(6) Recreational/ Entertainment:

- d. Game center
- l. Billiard parlor or pool hall
- m. Public or private club
- r. Adult uses

*(7) Office/ Financial/ Medical: * None*

(8) Services:

- a. Child day care facilities
- b. Adult day care facilities
- l. Convention center; private
- dd. Massage establishment

(9) Repair:

- a. Major repair; as an accessory or principal use

(10) Retail Trade:

- j. Restaurant; regulated outdoor activities
- n. Appliance; commercial use, sales and accessory repair, excluding outside storage
- z. Flea market

*(11) Wholesale/ Rental/ Vehicle- Mobile Home Trade: * None*

(12) *Construction*:* None

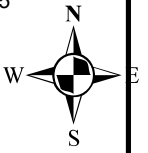
(13) *Transportation*:* None

(14) *Manufacturing/ Warehousing*:

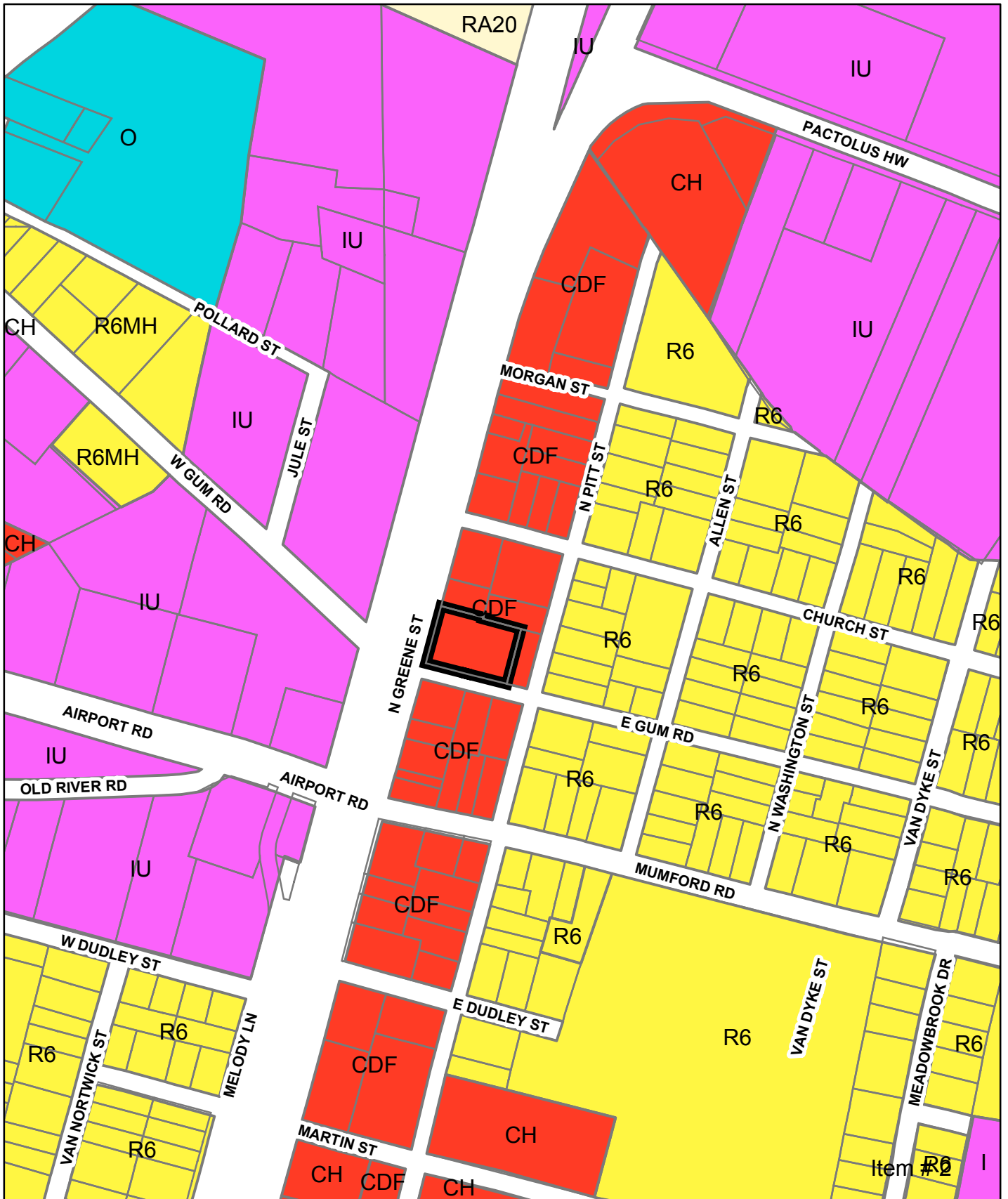
- d. Stone or monument cutting, engraving
- j. Moving and storage; including outside storage
- l. Warehouse or mini-storage warehouse, commercial or industrial; including outside storage
- y. Recycling collection station or facilities

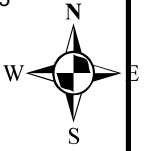
(15) *Other Activities (not otherwise listed - all categories)*:

- a. Other activities; personal services not otherwise listed
- b. Other activities; professional activities not otherwise listed
- c. Other activities; commercial services not otherwise listed
- d. Other activities; retail sales not otherwise listed

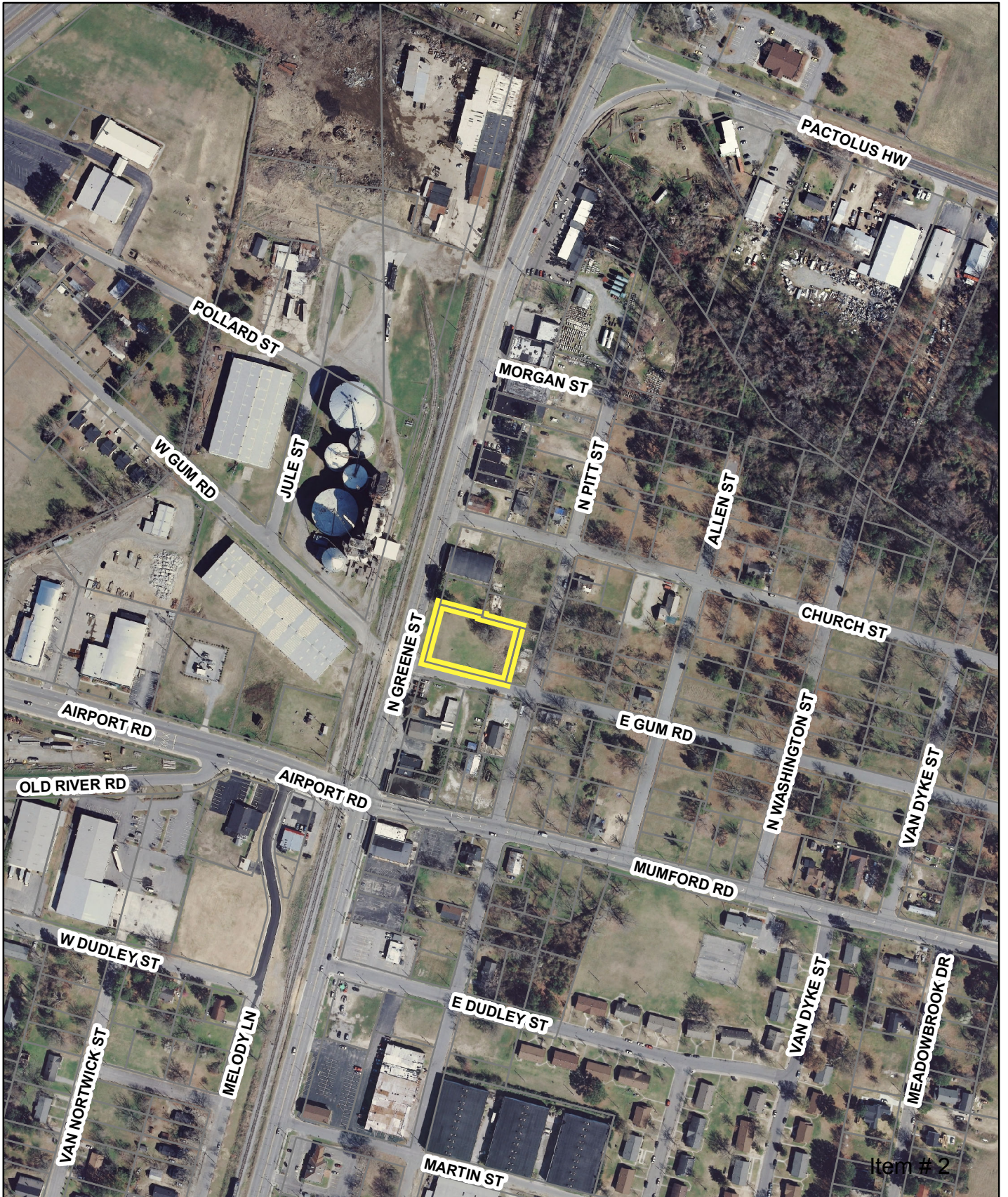


Ruben Glenn Wiley
From: CDF (Downtown Commercial Fringe)
To: CH (Heavy Commercial)
0.716 acres
April 5, 2016



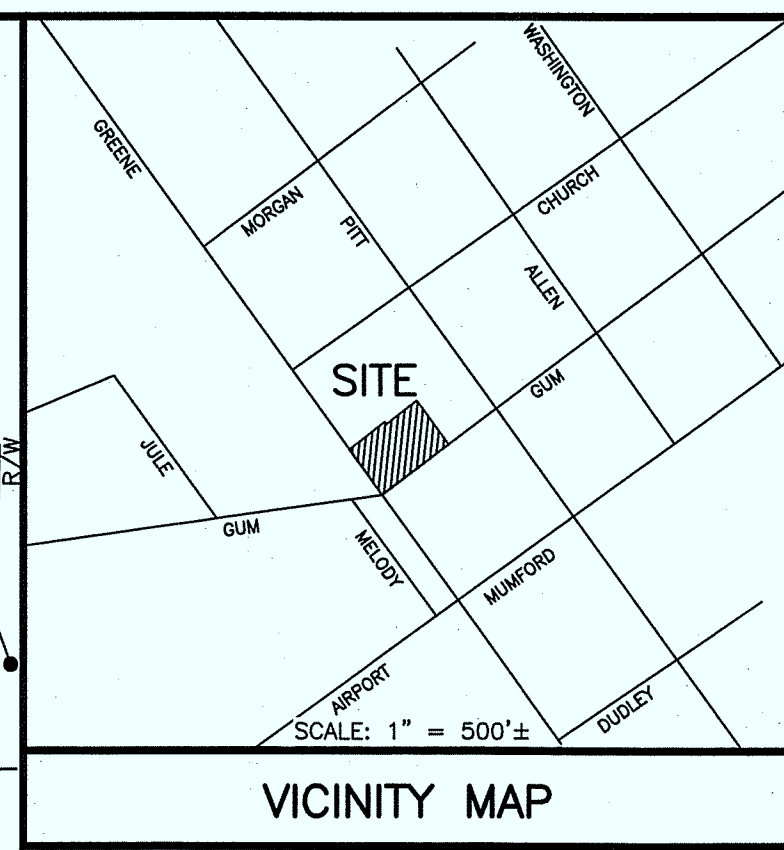
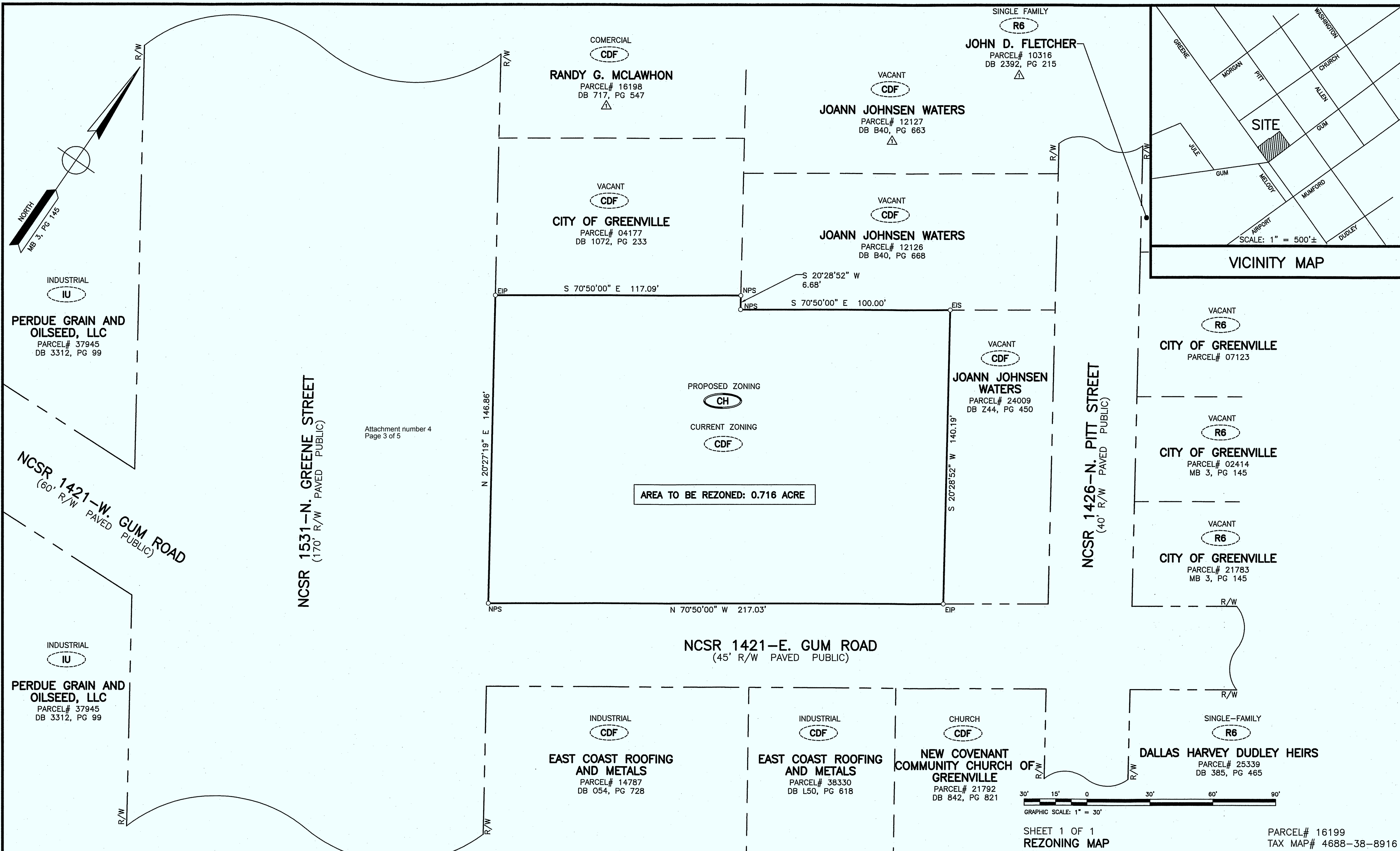


Ruben Glenn Wiley
From: CDF (Downtown Commercial Fringe)
To: CH (Heavy Commercial)
0.716 acres
April 5, 2016



Item #2

Y:\DRAWINGS\16-006 RUBEN GLENN WILEY\REZONING MAP.dwg Fri, Apr 01, 2016-11:46am MHERREJON



Attachment number 4
Page 3 of 5

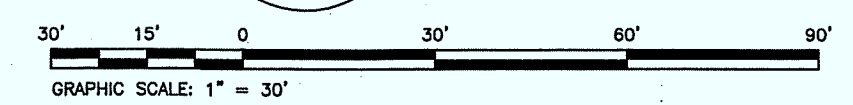
AREA TO BE REZONED: 0.716 ACRE

NCSR 1421-E. GUM ROAD
(45' R/W PAVED PUBLIC)

NCSR 1426-N. PITT STREET
(40' R/W PAVED PUBLIC)

NCSR 1531-N. GREENE STREET
(170' R/W PAVED PUBLIC)

NCSR 1421-W. GUM ROAD
(60' R/W PAVED PUBLIC)



SHEET 1 OF 1
REZONING MAP
PARCEL# 16199
TAX MAP# 4688-38-8916

RUBEN GLENN WILEY

REFERENCE: DEED BOOK 3411, PAGE 492
OF THE PITT COUNTY REGISTER OF DEEDS

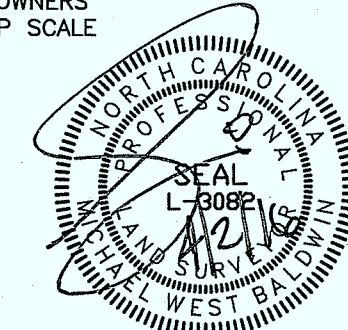
GREENVILLE, GREENVILLE TOWNSHIP, PITT COUNTY, NC

OWNER: RUBEN GLENN WILEY
ADDRESS: P.O. BOX 2974
GREENVILLE, NC 27836
PHONE: (252) 327-3850

	SURVEYED: JP	APPROVED: MWB
	DRAWN: MAH	DATE: 03/22/2016
ENGINEERING - SURVEYING - PLANNING 1700-D EAST ARLINGTON BOULEVARD GREENVILLE, NC 27858 252.756.1390	CHECKED: MWB	SCALE: 1" = 30'

CLOSURE CHECK BOUNDARY

CHECKED: MAH DATE: 03/22/2016



△ REVISED: 03-31-16 (CITY COMMENTS)(MAH)
ADDED PROPERTY OWNERS
ADDED VICINITY MAP SCALE

PROPERTY OWNERS ADDRESSES WITHIN 100 FEET OF PROPERTY

- CITY OF GREENVILLE**
PO BOX 7207
GREENVILLE, NC 27835
- DALLAS HARVEY DUDLEY HEIRS**
1310 N. PITT STREET
GREENVILLE, NC 27834
- NEW COVENANT COMMUNITY CHURCH OF GREENVILLE**
1212 N. GREENE STREET
GREENVILLE, NC 27858
- EAST COAST ROOFING AND METALS**
PO BOX 1130
GREENVILLE, NC 27835
- PERDUE GRAIN AND OILSEED, LLC**
31149 OLD OCEAN CITY ROAD
SALISBURY, MD 21804
- RANDY G. MCLAWHON**
205 AVALON LANE
GREENVILLE, NC 27858
- JOANN JOHNSEN WATERS**
4307 WEST CHURCH STREET
FARMVILLE, NC 27828
- JOHN D. FLETCHER**
230 PACTOLUS HY
FARMVILLE, NC 27834

LEGEND

- R/W = RIGHT-OF-WAY
- EIP = EXISTING IRON PIPE
- EIS = EXISTING IRON STAKE
- SIP = SET IRON PIPE
- ECM = EXISTING CONCRETE MONUMENT
- C/L = CENTERLINE
- DB = DEED BOOK
- NPS = NO POINT SET
- EPKN = EXISTING PARKER KALON NAIL
- - - = NOT TO SCALE

04/30/07

BUFFERYARD SETBACK AND VEGETATION SCREENING CHART

For Illustrative Purposes Only

Bufferyard Requirements: Match proposed land use with adjacent permitted land use or adjacent vacant zone/nonconforming use to determine applicable bufferyard.

PROPOSED LAND USE CLASS (#)	ADJACENT PERMITTED LAND USE CLASS (#)					ADJACENT VACANT ZONE OR NONCONFORMING USE		PUBLIC/PRIVATE STREETS OR R.R.
	Single-Family Residential (1)	Multi-Family Residential (2)	Office/Institutional, light Commercial, Service (3)	Heavy Commercial, Light Industry (4)	Heavy Industrial (5)	Residential (1) - (2)	Non-Residential (3) - (5)	
Multi-Family Development (2)	C	B	B	B	B	C	B	A
Office/Institutional, Light Commercial, Service (3)	D	D	B	B	B	D	B	A
Heavy Commercial, Light Industry (4)	E	E	B	B	B	E	B	A
Heavy Industrial (5)	F	F	B	B	B	F	B	A

Bufferyard A (street yard)		
Lot Size	Width	For every 100 linear feet
Less than 25,000 sq.ft.	4'	2 large street trees
25,000 to 175,000 sq.ft.	6'	2 large street trees
Over 175,000 sq.ft.	10'	2 large street trees

Street trees may count toward the minimum acreage.

Bufferyard B (no screen required)	
Lot Size	Width
Less than 25,000 sq.ft.	4'
25,000 to 175,000 sq.ft.	6'
Over 175,000 sq.ft.	10'

Bufferyard C (screen required)	
Width	For every 100 linear feet
10'	3 large evergreen trees 4 small evergreens 16 evergreen shrubs

Where a fence or evergreen hedge (additional materials) is provided, the bufferyard width may be reduced to eight (8) feet.

Bufferyard D (screen required)	
Width	For every 100 linear feet
20'	4 large evergreen trees 6 small evergreens 16 evergreen shrubs

Bufferyard width may be reduced by fifty (50%) percent if a fence, evergreen hedge (additional material) or earth berm is provided.

Bufferyard E (screen required)	
Width	For every 100 linear feet
30'	6 large evergreen trees 8 small evergreens 26 evergreen shrubs

Bufferyard width may be reduced by fifty (50%) percent if a fence, evergreen hedge (additional material) or earth berm is provided.

Bufferyard F (screen required)	
Width	For every 100 linear feet
50'	8 large evergreen trees 10 small evergreens 36 evergreen shrubs

Bufferyard width may be reduced by fifty (50%) percent if a fence, evergreen hedge (additional material) or earth berm is provided.

Parking Area: Thirty (30) inch high screen required for all parking areas located within fifty (50) feet of a street right-of-way.


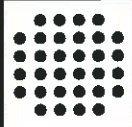
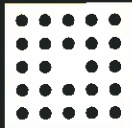

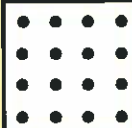

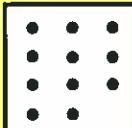
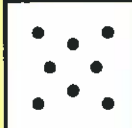
Residential Density		
Maximum density allowed by Zoning District based on average of 2.67 persons per dwelling unit		
High Density		
R6 R6-N R6-MH OR CDF	17 units per acre yields 45 persons per acre	
PUD	12 units per acre yields 32 persons per acre	
Medium Density		
R6-A	9 units per acre yields 24 persons per acre	
R6-S	7 units per acre yields 19 persons per acre	
R9	6 units per acre yields 16 persons per acre	
R9-S	5 units per acre yields 13 persons per acre	
Low Density		
RA-20 MRS	4 units per acre yields 11 persons per acre	
R15-S	3 units per acre yields 8 persons per acre	

Illustration: Maximum allowable density in Residential Zoning Districts



City of Greenville, North Carolina

Meeting Date: 5/12/2016
Time: 6:00 PM

Title of Item: Resolution to close a portion of Eleventh Street between Charles Boulevard and Charles Street

Explanation: **Abstract:** The City received a petition from Taft-Ward Investments and others requesting the closure of a portion of Eleventh Street between Charles Boulevard and Charles Street as part of a planned development. A resolution of intent to close this portion of Eleventh Street was adopted by City Council on April 11, 2016.

Explanation: The City received a petition from Taft-Ward Investments and others requesting the closure of a portion of Eleventh Street between Charles Boulevard and Charles Street as shown on the attached plat.

City Council adopted a Resolution of Intent to Close a portion of Eleventh Street during its April 11, 2016, meeting and also set the date for the public hearing at the regularly scheduled City Council meeting on May 12, 2016.

The Planning and Zoning Commission gave a favorable recommendation to the petition for closure during its April 19, 2016, meeting.

Pursuant to the provisions of G.S. 160A-299, the Resolution of Intent to Close was published in The Daily Reflector on four consecutive Mondays (April 18, April 25, May 2, and May 9, 2016), a copy thereof was sent by certified mail to all owners of property adjacent to the street as shown on the Pitt County tax records, and a notice of the closing and public hearing has been prominently posted in two places along the street section to be closed.

The petition has been reviewed by City staff and Greenville Utilities Commission with the following conditions:

1. The recordation of a final plat in accordance with the provisions of the Subdivision Regulations for Greenville, North Carolina, to recombine all of the properties owned by the petitioners which adjoin the closed street section.

2. The placement of an easement over and upon the utilities that will remain in the closed street right-of-way. The easement is shown on the street closing map.

Fiscal Note:

Upon adoption of a Resolution to Close by City Council, budgeted funds for street lights and maintenance of this portion of Eleventh Street will no longer be required. The City will no longer receive Powell Bill Funds for this street section.

Recommendation:

Hold a public hearing on the question of whether or not the closing would be detrimental to the public interest or the property rights of any individual. If it appears to the satisfaction of City Council after the hearing that closing the street is not contrary to the public interest and that no individual owning property in the vicinity of the street in the subdivision in which it is located would thereby be deprived of reasonable means of ingress and egress to their property, City Council may adopt the resolution to close a portion of Eleventh Street.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Eleventh Street Map](#)

 [CC_5_12_16_RES_Closure_Portion_of_Eleventh_St_1026859](#)

FILE: CITY OF GREENVILLE

RESOLUTION NO. _____
AN ORDER OF THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA
TO CLOSE A PORTION OF ELEVENTH STREET

WHEREAS, the City Council of the City of Greenville, at its April 11, 2016 meeting, adopted a resolution declaring its intent to close a portion of Eleventh Street; and

WHEREAS, pursuant to the provisions of G.S. 160A-299, said resolution was published once a week for four (4) successive weeks in The Daily Reflector setting forth that a hearing will be held on the 12th day of May, 2016, on the question of the closing a portion of said street; and

WHEREAS, a copy of the resolution was sent by certified mail to all owners of the property adjoining the said street, as shown on the County tax records, and a notice of the closing and the public hearing was prominently posted in at least two (2) places along said street; and

WHEREAS, a hearing was conducted on the 12th day of May, 2016, at which time all persons interested were afforded an opportunity to be heard on the question of whether or not the closing will be detrimental to the public interest or the property rights of any individual; and

WHEREAS, it appears to the satisfaction of the City Council of the City of Greenville, North Carolina, after conduction of said hearing, that the closing of that a portion of Eleventh Street is not contrary to the public interest, and that no individual owning property in the vicinity of said street or in the subdivision in which said street is located would thereby be deprived of reasonable means of ingress and egress to their property; and

IT IS NOW THEREFORE ORDERED BY THE CITY COUNCIL OF THE CITY OF GREENVILLE that, upon the effective date of this Order, the property described below be and the same is closed, and all right, title and interest that may be vested in the public to said area for alleyway purposes is released in accordance with the provisions of G.S. 160A-299:

- To Wit: Being a portion of the 70 foot wide right of way of Eleventh Street as shown on that plat entitled "Street Closing Map For a Portion of Eleventh Street", prepared by Rivers and Associates and dated February 10, 2016.
- Location: Lying and being situated in the City of Greenville, Greenville Township, Pitt County, North Carolina, and being located east of Charles Boulevard and west of Charles Street.
- Description: Beginning at a an existing iron pipe located at the intersection of the western right of way of Charles Street and northern right of way of Eleventh Street; thence crossing the Eleventh Street right of way S 10°38'06" W - 70.00 feet to an existing disturbed iron pipe marking the intersection of western right of way of Charles Street and southern right of way of Eleventh Street; thence with the southern right of way of Eleventh Street six (6) calls, (1) N 79°01'26" W 59.99 feet to an existing iron pipe; (2) N 79°01'26" W - 59.86 feet to an existing iron pipe; (3) N 79°01'26" W - 238.88 feet to an existing disturbed angle iron; (4) N 79°01'26" W - 59.15 feet to an existing concrete right of way monument, (5) thence N 79°01'26" W - 37.92 feet to a point in the eastern Charles Boulevard right of way (N.C.S.R. 1707); thence cornering with the eastern Charles Boulevard right of way (N.C.S.R. 1707) N 12°08'49" W 76.11 feet to a point, the intersection of the eastern right of way of Charles Boulevard and northern right of way of Eleventh Street; thence cornering with the northern right of way of Eleventh Street three

(3) calls, (1) S 79°01'26" E - 185.16 feet to an existing disturbed iron pipe, (2) S 79°01'26" E - 180.15 feet to an existing iron pipe; (3) S 79°01'26" E - 119.95 feet to an existing iron pipe, the Point of Beginning; having an area of 0.76 acres, and being that portion of Eleventh Street as shown on that plat entitled "Street Closing Map For a Portion of Eleventh Street", prepared by Rivers and Associates and dated February 10, 2016, and incorporated herein by reference.

IT IS FURTHER ORDERED BY THE CITY COUNCIL OF THE CITY OF GREENVILLE that the City of Greenville does hereby reserve its right, title, and interest in any utility improvement or easement within the street closed pursuant to this order. Such reservation also extends, in accordance with the provisions of G.S. 160A-299(f), to utility improvements or easements owned by private utilities which at the time of the street closing have a utility agreement or franchise with the City of Greenville.

IT IS FURTHER ORDERED BY THE CITY COUNCIL OF THE CITY OF GREENVILLE that this Order shall become effective when both of the following conditions are met: Attachment number 1
Page 2 of 2

1. The recordation of a final plat in accordance with the provisions of the Subdivision Regulations for Greenville, North Carolina, to recombine all of the properties owned by the petitioners which adjoin the closed street section.

IT IS FURTHER ORDERED BY THE CITY COUNCIL OF THE CITY OF GREENVILLE that, upon the effective date of this Order, the Mayor and City Clerk are authorized to execute quit-claim deeds or other legal documents to prove vesting of any right, title or interest to those persons owning lots or parcels adjacent to the street in accordance with G.S. 160A-299(c), provided all costs shall be paid by any adjoining landowner requesting such action, all documents must be approved by the City Attorney and all documents, when appropriate, must reserve to the City any easements retained by the City. The intent of this paragraph is to authorize the execution of quit-claim deeds when requested by adjacent property owners; however, none are required and this paragraph is not intended to alter the vesting of title by operation of law as established by G.S. 160A-299(c).

IT IS FURTHER ORDERED BY THE CITY COUNCIL OF THE CITY OF GREENVILLE that a copy of this Order shall be filed in the Office of the Register of Deeds of Pitt County after the effective date of this Order.

ADOPTED this the 12th day of May, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

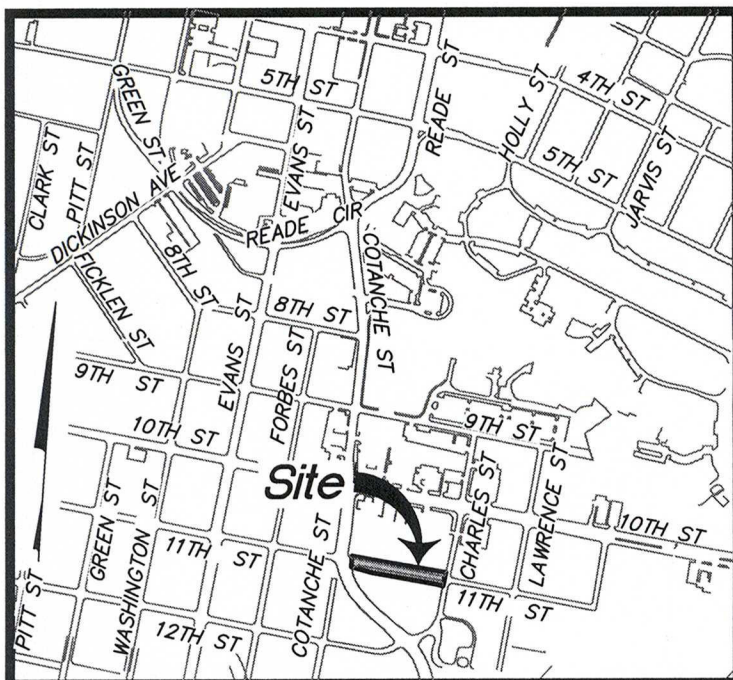
NORTH CAROLINA
PITT COUNTY

I, Polly Jones, a Notary Public for said County and State, certify that Carol L. Barwick personally came before me this day and acknowledged that she is the City Clerk of the City of Greenville, a municipality, and that by authority duly given and as the act of the municipality, the foregoing instrument was signed in its name by its Mayor, sealed with the corporate seal, and attested by herself as its City Clerk.

WITNESS my hand and official seal this 12th day of May, 2015.

Notary Public

My Commission Expires: August 5, 2016



NGCRD NAD83 /2011
 C.F. 0.99894/70

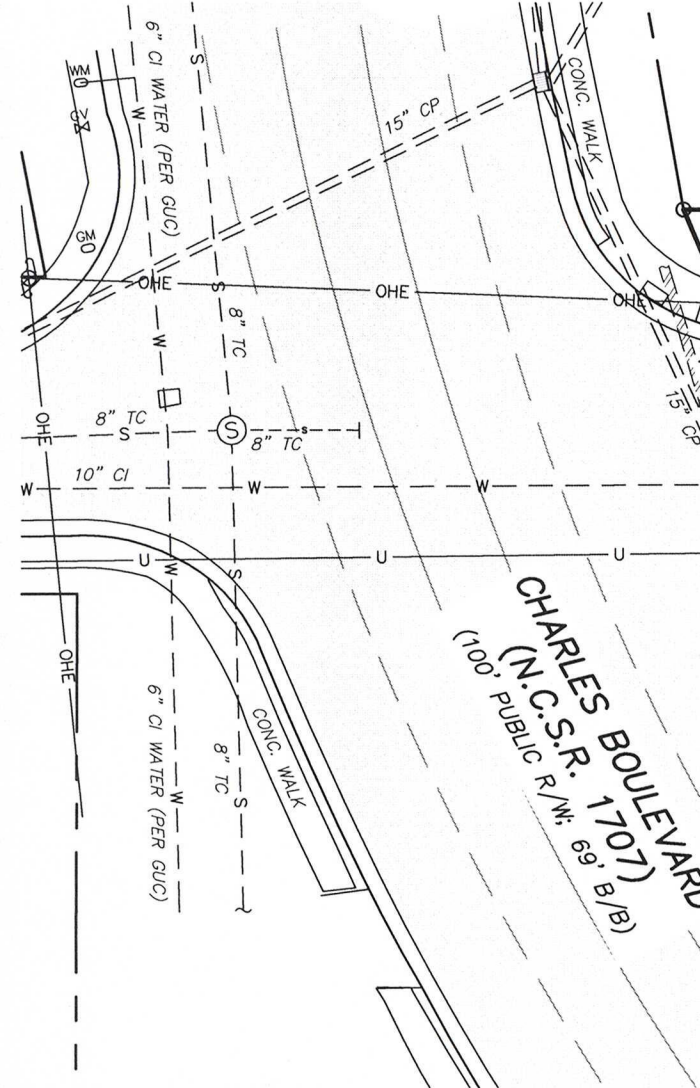
NOTES:

1. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS.
2. NO POINTS SET UNLESS OTHERWISE INDICATED.
3. THIS PROPERTY IS LOCATED WITHIN A MINIMAL FLOOD RISK AREA, "ZONE X" (AREAS OUTSIDE THE 0.02% ANNUAL CHANCE FLOOD), AS DETERMINED FROM FIRM MAP NUMBER 3720468700K PANEL 4687, EFFECTIVE JULY 7, 2014.
4. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT REPORT. RIVERS AND ASSOCIATES DOES NOT CLAIM THAT ALL MATTERS OF RECORD WHICH MAY OR MAY NOT AFFECT THIS PROPERTY ARE SHOWN HEREON.
5. PROPERTY SUBJECT TO ANY AND ALL EASEMENTS, RIGHTS OF WAY, RESTRICTIVE COVENANTS WHICH MAY BE OF RECORD.
6. UNDERGROUND UTILITIES PLOTTED IN PART FROM ACTUAL FIELD LOCATION OF MARKINGS PAINTED BY NC811 AND IN PART FROM MAPS PROVIDED BY OTHERS AS NOTED. ACTUAL LOCATIONS MAY VARY. OTHER UTILITIES MAY EXIST. SURVEYOR CANNOT PROVIDE ACCURACY OF NC811 MARKINGS.
7. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN ARE COMPRISED OF ALL SUCH UTILITIES IN THE AREA OF SURVEY EITHER IN SERVICE OR ABANDONED. THE SURVEY FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED. THE SURVEYOR DOES HEREBY CERTIFY THAT ALL UTILITIES ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY UNCOVERED AND LOCATED ANY UNDERGROUND UTILITIES.
8. NO BUILDINGS, STRUCTURES, OR OTHER IMPROVEMENTS, MATERIALS, AND SURFACES, INCLUDING BUT NOT LIMITED TO PRINCIPAL AND ACCESSORY STRUCTURES AND ADDITIONS OR APPURTENANCES THERETO, SIGNAGE, FENCES, WALLS, MECHANICAL EQUIPMENT, CANOPIES, ANTENNAS, MASTS, AERIALS, MONUMENTS, LANDSCAPE PLANTINGS, FILL MATERIALS, DEBRIS, SOLID WASTE COLLECTION CONTAINERS, MAIL RECEPTACLES, AND IMPERVIOUS SURFACES, SHALL ENCR OACH WITHIN ANY DEDICATED EASEMENT WITHOUT PRIOR WRITTEN APPROVAL OF THE CITY OF GREENVILLE.

CONTRACTOR SHOULD CONTACT NC811 AT 1-800-632-4949 TO HAVE UNDERGROUND UTILITIES LOCATED PRIOR TO EXCAVATING OR TRENCHING. NC811 TICKETS CALLED IN OCTOBER 28, 2015; RESPONSE 11/18/2015.

Vicinity Map

SCALE: 1" = 1000'



N/F
 GEORGE N. NAUOM AND WIFE,
 MARY J. NAUOM
 D.B. 368 PG. 10
 P.N. 15378

FORBES & GILBERT
 SUBDIVISION
 M.B. 27 PG. 154

N/F
 TAFT-WARD INVESTMENTS, LLC
 D.B. 3308 PG. 133
 P.N. 12125

N/F
 TAFT-WARD INVESTMENTS, LLC
 D.B. 3308 PG. 133
 P.N. 15600

N/F
 TAFT-WARD INVESTMENTS, LLC
 D.B. 3308 PG. 133
 P.N. 15585

2-STORY BRICK
 APARTMENTS
 OMG PROPERTIES, LLC
 D.B. 2801 PG. 10
 P.N. 38390/38391/38392/
 38393/38394/38395

SAN. SEWER
 CLEAN-OUTS (12x)

COOKING
 OIL TANK

ELEVENTH STREET (70' PUBLIC R/W; 32' B/B)
 (AREA TO BE CLOSED 0.76 ACRES)

METAL GATE
 & ACTUATOR

MAILBOXES ON
 CONC. PAD

Attachment Number 2 (UC)
 Page 1 of 1

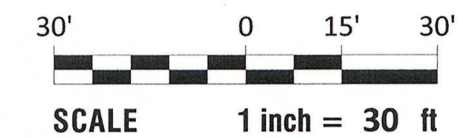
PROPOSED 70' UTILITY
 EASEMENT OVER ABANDONED
 STREET R/W

N/F
 TAFT-WARD INVESTMENTS, LLC
 D.B. 3376 PG. 792
 P.N. 03712
 2-STORY BRICK
 HOUSE

N/F
 TAFT-WARD INVESTMENTS, LLC
 D.B. 3308 PG. 133
 P.N. 21808
 2-STORY BRICK
 APARTMENTS

LEGEND

— R/W —	RIGHT-OF-WAY (R/W)	— S —	SANITARY SEWER (SS)	TV □	CABLE TV JUNCTION BOX	□	TRANSFORMER	TC	TERRA COTTA
— UGE —	ELECTRIC (GUC & NC811 MARKING)	— G —	GAS LINE (GUC & NC811 MARKING)	TP □	TELEPHONE PEDESTAL	MHSS ⊙	SANITARY SEWER MANHOLE	CI	CAST IRON
— OHE —	ELECTRIC (OVERHEAD)	— C —	STORM DRAIN (STRM)	FOM ⊙	FIBER OPTIC MARKER	⊙	GREASE TRAP MANHOLE	PE	POLYETHYLENE (PLASTIC)
— — —	STREET CLOSING BOUNDARY	— W —	WATER LINE (GUC & NC811 MARKING)	⊙	GAS METER	⊙	CLEAN-OUT	MTL	METAL
— — —	ADJOINING PROPERTY LINE	— U —	OVERHEAD UTILITY	⊙	WATER VALVE	⊙	CATCH BASIN	CP	CONCRETE PIPE
— — —	EXISTING EASEMENT	⊙	ELECTRIC METER	⊙	PLATTED LOT NUMBER	MHSD ⊙	STORM SEWER MANHOLE	C.L.F.	CHAIN-LINK FENCE
— — —	COMMUNICATION LINE (UNDERGROUND)	LP ☆	UTILITY POLE	(T.)	TOTAL	WM ⊙	WATER METER	W.F.	WOOD FENCE
— TV —	CABLE TV	⊙	LIGHT POLE	(B/B)	BACK TO BACK	DIST.	DISTURBED	N/F	NOW OR FORMERLY
— T —	TELEPHONE	⊙	UTILITY POLE W/ LIGHT	(SQR)	SQUARE	ESMT.	EASEMENT	D.B.	DEED BOOK
— — —	COMMUNICATIONS DUCT BANK (MARKINGS PER NC811)	→	GUY WIRE	□ ECRWM	EX. CONCRETE R/W MONUMENT	CONC.	CONCRETE	PG.	PAGE
— X —	FENCE (CHAIN-LINK)	—	SIGN	FP	FLAG POLE	FOB □	FIBER OPTIC BOX	P.N.	PARCEL NUMBER
— O —	FENCE (WOOD)	□	ASPHALT	SQR	SQUARE	SVC	SERVICE	EIP	EX. IRON PIPE
— — —	BUILDING							EAI	EX. ANGLE IRON



MAYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT THE CITY COUNCIL OF THE CITY OF GREENVILLE HAS PASSED A RESOLUTION TO CLOSE A PORTION OF ELEVENTH STREET, LAWRENCE STREET AND ANDERSON STREETS.

RESOLUTION NO. _____
 SIGNED _____ MAYOR
 SIGNED _____ CITY CLERK

REVISIONS:

REFERENCES:

- D.B. 3308 PG. 133
- D.B. 3361 PG. 142
- D.B. 2801 PG. 10
- D.B. 3383 PG. 613
- D.B. 3376 PG. 792
- STATE HIGHWAY BOOK 1 PG. 12
- STATE HIGHWAY BOOK 1 PG. 17A/B
- M.B. 29 PG. 185
- M.B. 27 PG. 124
- M.B. 68 PG. 61

STATE OF NORTH CAROLINA
 COUNTY OF PITT

I, _____
 A REVIEW OFFICER OF PITT COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER _____
 DATE _____

SOURCE OF TITLE

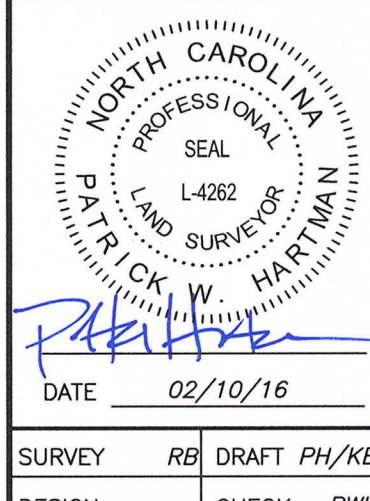
THIS IS TO CERTIFY THAT THE LAST INSTRUMENT(S) IN THE CHAIN OF TITLE OF THIS PROPERTY AS RECORDED IN THE PITT COUNTY REGISTRY AT GREENVILLE, NORTH CAROLINA IS: (AS NOTED ABOVE)

 PROFESSIONAL LAND SURVEYOR
 REGISTRATION NO. L-4262

NORTH CAROLINA, PITT COUNTY

I, PATRICK W. HARTMAN, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE BY RB/MS ON 11/6/15 - 1/11/16; THAT THE RATIO OF PRECISION IS 1:10,000+; THAT BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND IN BOOKS REFERENCED HEREON; THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. I FURTHER CERTIFY PURSUANT TO G.S. 47-30 (f) (11) THAT THIS SURVEY IS OF ANOTHER CATEGORY, BEING A SURVEY FOR A STREET CLOSING. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 10TH DAY OF FEBRUARY, 2016.

 PROFESSIONAL LAND SURVEYOR
 REGISTRATION NUMBER L-4262



NC License: F-0334

Rivers
 & ASSOCIATES, INC.
 riversandassociates.com Since 1918

Engineers
 Planners
 Surveyors
 Landscape Architects
 107 East Second Street
 Greenville, NC 27858
 (252) 752-4135

STREET CLOSING MAP FOR
A PORTION OF ELEVENTH STREET
 CITY OF GREENVILLE, GREENVILLE TOWNSHIP, PITT CO., N.C.

SURVEY	RB	DRAFT	PH/KB	SCALE	DRAWING NO.	SHEET
DESIGN		CHECK	PWH	1" = 30'	Z-2612	1 OF 1

Scanned 02/12/16



City of Greenville, North Carolina

Meeting Date: 5/12/2016
Time: 6:00 PM

Title of Item: Naming of the park land adjacent to the Off-Leash Dog Area as "River's Edge Park"

Explanation: **Abstract:** The Greenville Recreation and Parks Department proposes naming the park land adjacent to the City's Off-Leash Dog Area as "River's Edge Park."

Explanation: Greenville Recreation and Parks would like to name the 12 acres of park land adjacent to the Off-Leash Dog Area as "River's Edge Park."

Previously and unofficially referred to by staff as "Tar River Park," this attractive and popular piece of riverside land is situated on the South Tar Greenway, where the public land surrounding the greenway widens out significantly. It is easily accessible from the greenway as well as off First Street via both North Oak and Ash Streets. The site is also a trailhead for the greenway, and includes parking, the off-leash dog area, and a small nature trail and garden area. Future plans for the park include a playground and river overlook.

At the April 13, 2016 Recreation and Parks Commission meeting, following a public hearing, a motion was made and unanimously passed among all present, to recommend that City Council approve naming the park land, "River's Edge Park."

Fiscal Note: Minor expenses will be incurred for signage. Funds are available in the Recreation and Parks Department's budget to address signage expenses.

Recommendation: City Council hold a public hearing and approve naming the park land adjacent to the Off-Leash Dog Area as "River's Edge Park."

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 5/12/2016
Time: 6:00 PM

Title of Item: Second public hearing for the 2016-17 Annual Action Plan for the CDBG and HOME Investment Partnership Funds

Explanation: **Abstract:** This action involves adoption of the Annual Action Plan for activities proposed for the Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) formula grant programs activities for the 2016-17 Annual Action Plan following a public hearing.

Explanation: As a requirement of receiving CDBG and HOME funds, the City of Greenville conducts two public hearings in the development of the Annual Action Plan. The first public hearing was held on January 14, 2016 by City Council, and direction was given by City Council at that time. The plan was developed following the initial public hearing.

The City of Greenville is an entitlement community and receives an annual formula allocation of CDBG and HOME grant funds from the U.S. Department of Housing and Urban Development (HUD). The City of Greenville was notified of the 2016-17 funding allocation for both programs in February following the January 14, 2016 public hearing. The City of Greenville was granted \$796,296 in CDBG funds and \$327,047 in HOME funds. At the January 14, 2016, public hearing, City Council recommended that proposed down payment assistance funds be increased for the 2016-17 program year. Staff has increased the recommended funding for this activity to \$60,000 as a result of that direction.

The 2016-17 Annual Action Plan has been developed in accordance with the findings of the adopted 2013-18 Consolidated Plan. Following the January public hearing, staff and the Affordable Housing Loan Committee developed the Annual Action Plan. Non-profit organizations presented applications for public service funding to the Affordable Housing Loan Committee. The Committee heard presentations from the non-profit applicants and made a final determination on funding on those applications at the March 9, 2016 meeting. The final draft plan was presented to the Affordable Housing Loan Committee at the April 13, 2016 meeting, and the Committee recommended approval of the

plan to the City Council.

Based upon all input received, the following activities are recommended for the 2016-17 program year for CDBG and HOME grant program expenditures:

Proposed 2016-17 CDBG and HOME Budget

Activity	HOME Funding	CDBG Funding	Total
Housing Rehabilitation	\$121,000	\$486,000	\$607,000
Property Acquisition	\$0	\$ 30,000	\$ 30,000
New Construction of Affordable Multi-Family Housing (tax credit partnerships)	\$ 65,000	\$0	\$ 65,000
Administration	\$ 32,000	\$,151,000	\$183,000
Clearance/Demolition	\$0	\$29,296	\$ 29,296
Down Payment Assistance	\$ 60,000	\$0	\$ 60,000
CHDO Development Projects	\$ 49,047	\$0	\$ 49,047
Public Service	\$0	\$100,000	\$100,000
Total	\$327,047	\$796,296	\$1,123,343

Non-Profit Public Service CDBG Funding Recommendations

Activity	Funding Amount
Lucille Gorham Center	\$12,000
Boys and Girls Club	\$20,000
Literacy Volunteers	\$12,000
Center for Family Violence Prevention	\$20,000
Pitt County Council on Aging	\$8,000
Community Crossroads Center	\$8,000
L.I.F.E. of NC, INC.	\$20,000
Total	\$100,000

Fiscal Note: Program resources of \$1,123,343 in CDBG and HOME grant funds.

Recommendation: Following the public hearing, staff recommends adoption of the 2016-17 Annual Action Plan. In addition, grant authority for the City Manager and/or her designee to sign all required documents for the Plan's submission to the U.S. Department of Housing and Urban Development.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [anplan16_1024434](#)



Greenville
NORTH CAROLINA

Find yourself in good company

2016 – 2017 DRAFT Annual Action Plan

Public Comment Period April 1 - May 1, 2016

Community Development Block Grant (CDBG)
& HOME Investment Partnership Funds



Table of Contents

I. EXECUTIVE SUMMARY	4
A. Purpose	4
B. Background	4
C. Geographic Area	5
D. Geographic Allocation of Investment	5
E. Strategies to Meeting the Underserved Needs	6
II. SOURCES OF FUNDS	13
A. CDBG Program	13
B. HOME Investment Partnerships Program	13
C. Affordable Housing Bond Program	14
D. Funding Summary Chart	15
III. CITIZEN PARTICIPATION PLAN	17
IV. CURRENT YEAR ACTION PLAN	19
A. Introduction	19
B. Performance Measurement	20
C. 2015-2016 Action Plan Projects:	21
D. CDBG/HOME Funding Chart	25
V. OTHER ACTIONS	27
A. Affirmatively Furthering Fair Housing	27
B. Analysis of Impediments to Fair Housing Choice	27
C. Affirmative Marketing Policy	32
D. Minority/Women Business Outreach	32
E. Evaluation and Reduction of Lead-Based Paint Hazards	33
F. Anti-Poverty Strategy	33

G. Developing Institutional Structures 34

H. Public Housing 34

I. Recapture Provisions 35

J. Section 3 Requirements 36

VI. MONITORING PLAN 38

VII. STRATEGIES TO ELIMINATE HOMELESSNESS 43

A. Continuum of Care 43

B. Ten-Year Plan to End Homelessness..... 43

IX. APPENDICES..... 45

I. EXECUTIVE SUMMARY

A. Purpose

The Annual Action Plan (AP) is a requirement of the Department of Housing and Urban Development (HUD) for entitlement cities and participating jurisdictions as a condition of receiving funding under certain federal programs. The purpose of the Annual Plan is to extend and strengthen partnerships among the public and private sector, to provide decent housing, establish and maintain a suitable living environment, and expand economic opportunities. Furthermore, this plan serves as a Planning, Programming, and Budgeting System (PPBS).

This plan serves as the City of Greenville's application for federal funding for the following federal entitlement programs:

- Community Development Block Grant (CDBG)
- HOME Investment Partnership Program

B. Background

The 2016-2017 Annual Action Plan represents the fourth (4th) year of the City of Greenville's Consolidated Plan. The current Consolidated Plan was approved on June 13, 2013, by the City Council. The plan identifies a comprehensive strategy to address community needs for the five (5) year period of 2013-2018. The plan identifies program goals and objectives with current priority needs established for the same five (5) year period. The goals and objectives identified guide staff in selecting activities to be carried out during each fiscal year. The top priorities and goals determined in the Consolidated Plan include the following:

- Reduce substandard housing and blight
- Preserve and increase owner-occupied housing for low income families and individuals
- Improve public infrastructure within communities of low wealth
- Increase and cultivate economic opportunities within low wealth communities
- Preserve and retain housing for lower income households through scattered site home rehabilitation
- Produce affordable housing opportunities for both owner occupants and renters
- Elimination of environmental hazards in targeted low income communities
- Promote efforts to develop and maintain housing for special needs populations
- Support programs that provide enrichment to low income communities

C. Geographic Area

Greenville, North Carolina is situated in the eastern portion of the state. Greenville, N.C. is the county seat of Pitt County. Not only is Pitt County one of the largest counties in N.C., but Pitt County also has 646 square miles of agricultural land. The county has an estimated population of 175,354, with the City of Greenville having an estimated population of 89,852 according to the American Community Survey census data. This makes Greenville the tenth largest city in the State of North Carolina. Greenville covers 31.8 square miles of Pitt County, and its extra-territorial jurisdiction extends one (1) mile or more in areas outside the city limits.

From 2000 to 2010, the population increased by almost forty percent (40%), growing by thirty nine and eight tenths percent (39.8%) from 60,476 in 2000 to 84,544 in 2010. Over the past twenty (20) years the community has experienced dramatic growth. Greenville is slowly emerging as a major industrial and economic center for Eastern North Carolina, a center for education, industry, medicine and culture.

D. Geographic Allocation of Investment

Program activities carried out by the City of Greenville will occur throughout the City, but more specifically within the West Greenville Redevelopment Area, the 45-Block Revitalization Area, and areas north of the Tar River. **(Appendix D)**. The West Greenville Redevelopment Area can be defined as bounded to the north by the Tar River, to the west by Memorial Drive, to the east by the Center City, and to the south by the 10th Street Connector.

The West Greenville 45-Block Revitalization Area lies within the overall Redevelopment Area. The “45-Block” is a very specific strategy that has been implemented since 2003. This area can be defined as bounded to the north by Fifth Street, to the west by Bancroft Street, to the east by Albemarle Avenue and to the south by Fleming Street. These areas have been community development target areas for City of Greenville for more than ten (10) years. Another location mentioned above is the area north of the Tar River. Since the flood of 1999, there has been a significant lack of investment within this zone of the city.

Recent efforts have targeted clusters within each area in an attempt to address urgent needs in a more concentrated approach. Please see attached maps of census tracts that are areas of minority concentration and low income block groups **(Appendix D)**. Some program data indicates that minority populations comprise a majority of the targeted income groups. However, eligible persons from all racial, ethnic and gender groups are given the opportunity to participate in any of the housing programs.

E. Strategies to Meeting the Underserved Needs

The City of Greenville has established the following strategies for meeting the needs of the underserved in the community.

1. Housing Strategies

a. Down payment Assistance

The City of Greenville continually seeks methods for fostering and maintaining affordable housing. There are funds set aside for the 2016-2017 Program Year to be used for down payment assistance for low-moderate income homebuyers within the City of Greenville. These funds will be used to address goals for increasing homeownership throughout the City. Funding from previous years has also been made available to homebuyers as down payment assistance.

Down payment assistance decreases the amount of financing and/or funding a homebuyer needs in order to purchase a home. To date, we have assisted fifty-three (53) families with funding from the North Carolina Housing Finance Agency totaling \$825,555 and sixty-eight (65) families under the HOME Program totaling \$820,699. The City also provides assistance with local bond funds to aide with down payment or closing costs. Bond funds are awarded to qualifying applicants as a no interest loan up to ten percent (10%) of the purchase price of the home and amortized over ten (10) years. Thirty-three (33) families have received assistance totaling \$80,949.

b. Development of Affordable Housing

In an attempt to address the barriers to developing affordable housing, the City of Greenville continues to create single-family affordable housing opportunities. These opportunities are provided via properties purchased by the City with local public bond funds and HOME Investment Partnership funds. Upon acquisition and installation of infrastructure, the City then makes lots available to non-profit and for profit agencies for development.

All development proposals are accepted based on a reasonable price per square foot and the developer's ability to meet building specifications as required by the Request for Proposal. As a direct result of the City's purchase of the land and the infrastructure improvements, the lots become more affordable; therefore, reducing the cost to the homebuyer. As lots are sold to eligible homebuyers, the funds for the lot cost are sometimes recaptured and used to fund future developments.

c. Owner-Occupied Home Rehabilitation

The City offers grants/loans that assist and encourage preservation of its older housing stock. Home rehabilitation supports homeowners who strive to bring their properties up to today's building standards, and ensures the health, safety, and general welfare of the community. The grant/loans are based on income limits that are provided by the U.S. Department of Housing and Urban Development (See Appendix J). A percentage of the total cost of the work applied can either be forgiven or decreased based upon an applicant's gross income and family size.

The City of Greenville has offered the owner-occupied home rehabilitation program since the 1970's. This program has been significantly successful in keeping low-moderate income families in homes that are safe, healthy, affordable, and energy efficient. Recently, staff has also noticed an additional benefit of this program – it also has the ability to preserve the historic character of a neighborhood.

d. Partnerships

The City of Greenville partners with local non-profit agencies to provide Homeownership Counseling and Workshops for potential homebuyers. The City also offers a Homeownership Academy that provides participants with the opportunity to gain working knowledge of the home buying process and to prepare financially to purchase a home within the West Greenville Redevelopment Area, or in other neighborhoods across the City. At program completion, participants receive a certificate for \$500 redeemable at closing to assist with the purchase of an existing or new home within the city limits.

In addition to the homeowner partnerships, the City partners with Pitt Community College and East Carolina University for workforce development. Both organizations have Memorandums of Understanding that connect them to activities and projects that the City believes are imperative to community and economic development.

Staff partnered with Metropolitan Housing Development Corporation to construct a new single family home within the target area. The home is complete and currently has a tenant residing there who has signed a lease-purchase agreement. There are three (3) single family homes that will be under construction in May of 2016.

2. Community Development Strategies

a. Revitalization

The intended actions in the West Greenville Redevelopment Plan are to build upon the strengths of the area, and remove obstacles that limit the possibilities for success. The goals of the plan in this area are to increase the levels of homeownership, remove blighting influences, improve the public infrastructure, create continuous and ongoing programs that address the social issues of the community, and to provide quality economic development and commercial opportunities for the area and for its residents.

The City made application in 2015 for an amendment to the 2013-2018 Five (5) Year Consolidated Plan to establish the West Greenville Neighborhood Revitalization Strategy Area (NRSA). The NRSA encompasses the current West Greenville Redevelopment area, and expands those boundaries to the north and the south significantly. The NRSA was approved by HUD in 2015.

b. Multi-family Development

Located within the City limits of Greenville, Winslow Pointe is a new community composed of eighty four (84) affordable apartments at forty percent (40%), fifty percent (50%) and sixty percent (60%) restriction on income. The property will offer 1, 2, and 3- bedroom apartments. The site is located on the Northwest corner of Hooker and Burrington Road, which surrounds the old Winslow home. This location is in the central part of Greenville located near JH Rose High School, shopping, parks, and medical facilities. The natural boundaries that surround the site make this property unique for an area within the city limits in close proximity to so many services.

This project was funded in part with HOME Investment Partnerships funds, Low Income Housing tax credits and private investments. The NRP Group and its affiliated company formed the construction and development team. The project was completed in 2013, and the City was able to leverage over \$11 million on the Winslow Pointe development. Recently, developers expressed an interest to begin Phase 2 of Winslow Pointe. Staff has discussed this phase with the development team, and they have also noted that they will pursue tax credits from the North Carolina Housing Finance Agency (NCHFA).

In 2014, the City of Greenville also provided HOME Investment Partnership funds to multi-family developers as gap funding. There was only one (1) interested developer in the 2014-2015 fiscal year. The developer proposed a low income senior housing development, which is located within the Medical District.

Therefore, the site is within close proximity to shopping, medical care, public transportation, and other services.

The aforementioned development is named Parkside Commons. This project was granted \$150,000 of HOME funds from the City, and they were also a recipient of the 2014 Low Income Housing Tax Credits provided by NCHFA. Construction began in the Spring 2015 and will be completed in late 2016. The project will have ninety-eight (98) affordable senior units.

c. Infrastructure Improvements

Planning and design work were completed in 2011 on two (2) major public infrastructure projects that collectively will help to reshape the functionality and image of Greenville's urban core. Two (2) streetscape projects, the West Fifth Street Gateway and the Cotanche and Reade project will respectively improve aesthetics, vehicular and pedestrian safety, and will provide Greenville's citizens with a first of its kind opportunity – municipally sponsored public art.

Staff is currently working on the construction design of West Fifth Streetscape Phase II. Phase II extends four (4) city blocks, and the same treatment that the Gateway project received is also planned for this project. This portion of the streetscape will provide a more sustainable pedestrian experience, and will provide much needed traffic and utility upgrades. The planning and design is completed. Construction funded by a local General Obligation Bond, will be to be started sometime in 2017.

Lincoln Park is a neighborhood within the urban core. This portion of the city is very old. Therefore, many infrastructure improvements are necessary. The City owns sixteen (16) lots within the neighborhood, and will help facilitate the construction of new, affordable, single-family homes. These homes will be occupied by low-moderate income homeowners, renters, and those who are eligible for the lease-purchase option.

New home construction in the Lincoln Park Neighborhood is underway. Partnerships with the Greenville Housing and Development Association and Metropolitan Housing and Development Corporation were established in 2014 and 2015 respectively for this area. This activity required a host of infrastructure improvements. City staff oversaw the abandonment, extension, and installation of new upgraded water and sewer lines. Furthermore, this activity involved installation of sidewalks, curb and gutter, and street lighting improvements. Staff completed the water and sewer abandonment within the area. Upgrades to street light infrastructure will be evaluated for this area.

Staff anticipates that there will be other infrastructure improvements throughout the West Greenville Target Area. This target area will require future improvements because of the age of the infrastructure. West Greenville is within the urban core, and is the oldest area within the city limits.

3. Economic Development Strategies

a. Facade & Site Improvement Grant Program

Maintaining the architectural quality and aesthetic appeal of commercial and office structures in the West Greenville Redevelopment Area is an important part of the overall strategy to restore the economic vitality of West Greenville. Proper improvements to the exterior of individual buildings will help to develop an image that will invite additional investments into the area.

The Greenville Redevelopment Commission developed the Building Blocks Facade and Site Improvement Grant Program to provide an incentive to property and business owners to make improvements to their properties. These programs provide property owners, tenants, architects, and contractors with recommended design standards for exterior improvements and rehabilitation to commercial buildings in the West Greenville Redevelopment Area.

The Dickinson Avenue Corridor Study was completed in 2014 and has spurred renewed economic development interest in an area adjacent to the West Greenville program area. A portion of the corridor is also within the West Greenville Redevelopment Area. There are multiple commercial structures situated along this section of the corridor. Quality commercial enterprises and structures are not a plentiful resource within the West Greenville Redevelopment Area. In an effort to address this need, staff has planned to provide assistance to property owners along this stretch of the corridor.

b. Small Business Incubator/ Commercial Center

The Redevelopment Commission of Greenville contracted with the Small Business and Technology Development Center (SBTDC) in 2012, a state agency, to study the feasibility of establishing a small business incubator within the geographic bounds of the West Greenville Redevelopment Area. The incubator's mission will be to create an open, business-first, incubation facility. The facility will cultivate entrepreneurship, promote economic development, and assist in community revitalization within the West Greenville Redevelopment Area. CDBG funds will be used to supplement the project.

After several years of focus group meetings, feasibility studies, and minor marketing efforts – city staff is still working to build a strong enough coalition to finance and operate a stand-alone kitchen incubator. A partnership is being formed with Pitt Community College to provide Safe-Serv classes and a rental of commercial grade kitchen space which will be located in the facility to small kitchen entrepreneurs.

The West Greenville Redevelopment Area lies within a U.S. Department of Agriculture designated food desert, according to the Food Access Research Atlas. Therefore, the City has made it a top priority to recruit, facilitate, and potentially incentivize a deal that would bring a grocery store/commercial center to the area. Over the past couple of years, staff has partnered with other organizations to develop a feasible business plan for the incubator. As a result, staff has determined that a multi-use commercial center would better suit the needs of the community and small business.

4. Environmental Obstacles

Many of the low-moderate income communities across the nation face environmental hazards, and lack the funds to abate or mitigate them. The City of Greenville still has housing units that are of sufficient age to contain lead. The City is dedicated to providing funding for the elimination, abatement, or mitigation of some of these hazards.

a. Lead

The West Greenville Redevelopment Area exists within one of the oldest developed areas of the city. The neighborhoods in this area are part of the urban core. Many of the homes in these neighborhoods have both lead and asbestos materials inside of them. The City will continue to work in eliminating these hazards when possible. For example, when staff conducts owner-occupied home rehabilitations, it is the City's policy to test for and abate any lead or asbestos material. Staff will constantly seek out grant opportunities for lead or asbestos abatement.

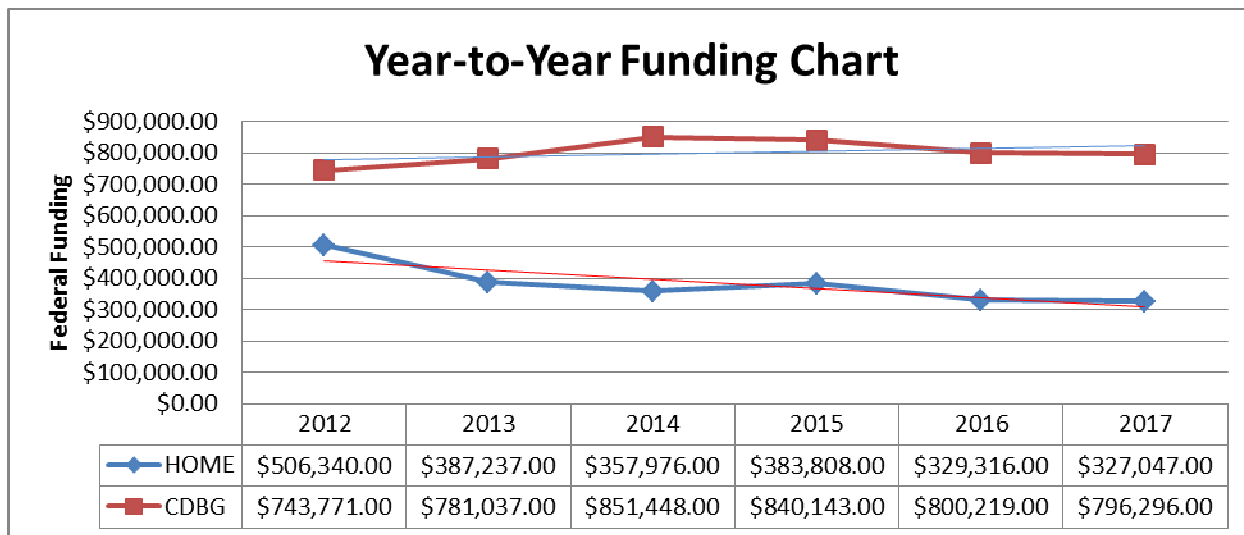
b. Brownfield Development

The City of Greenville has been a recipient of EPA Brownfield funds in the past. The City will continue to seek grant opportunities to mitigate these types of circumstances. Many Brownfields exist within low-moderate income neighborhoods. These parcels should not be viewed as weaknesses or threats; rather they are opportunities for education and economic development.

Sources of Funds

II. SOURCES OF FUNDS

Resources available to support activities identified in the Consolidated Plan and this Annual Action Plan will include Community Development Block Grant, HOME Investment Partnership, general revenues, local Bond program, North Carolina Housing Finance Agency, private lending institutions and private developers. The graph below depicts past federal funding, but it also provides a forecast of funding as well.



A. CDBG Program

The Housing and Community Development Act of 1974 created the Community Development Block Grant program in 1974. Since 1975, the City of Greenville has participated in the program with a variety of activities. The City of Greenville became an Entitlement Community in 1994. As an Entitlement Community, the City receives an annual funding allocation from the U.S. Department of Housing and Urban Development. The primary objective of CDBG is the development of viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities. All activities carried out must meet one of the three National Objectives.

Those objectives are:

- Benefit low-moderate income persons;
- Aid in the prevention or elimination of slums or blight; or
- Addressing an “urgent need”

B. HOME Investment Partnerships Program

The HOME Investment Partnerships program was created by the National Affordable Housing Act of 1990 to create local partnerships for providing decent affordable housing

to lower income households. This program seeks to encourage local jurisdictions to work with non-profit organizations and the private investment community to achieve this goal. Cities receiving HOME funds must reserve fifteen percent (15%) of their HOME funds to Community Housing Development Organizations (CHDOs) for affordable housing development.

In 1997, the Pitt County HOME Consortium was formed. The Consortium included the City of Greenville as lead entity, the Towns of Farmville, Ayden, Bethel, Grifton and Pitt County. The Town of Winterville became a member in 2001.

In January 2008, the City Council of Greenville approved disbanding the Consortium partnership and submitted application to become a “Participating Jurisdiction” for HOME funding. This Action Plan represents Greenville’s second year as a HOME Participating Jurisdiction.

Local match requirement for the 2016-2017 HOME Program is approximately \$81,761. The City of Greenville will utilize funds from local funds earmarked for Affordable Housing which serve low income families and individuals and for meeting match requirements. The funds will be used to augment HOME funded projects. The Greenville HOME program currently has a match credit of \$960,067.87, which will be carried over to the following year. Despite the match credit, the City continues to identify a match with all projects, evidence of which is detailed on the match log.

C. Affordable Housing Bond Program

On November 2, 1992, the citizens of Greenville approved a \$5 million bond referendum for affordable housing. The funding was divided into three (3) revolving loan categories. The categories include homeownership, land banking, and elderly housing rehabilitation. Loans are continually recaptured and reinvested into the program fund to further efforts to promote and preserve affordable housing. This bond led to the production of 161 affordable homes for first time low and moderate income buyers and flood survivors and over 153 loans to low and moderate families for home purchases and rehabilitation of low income elderly homeowner residences. These funds have been recycled since 1992 and are available for the West Greenville 45-Block Revitalization program and other affordable housing initiatives of the City of Greenville.

In 2004, citizens approved \$10 million in bond referendums for the revitalization efforts in the Uptown and West Greenville 45-Block Revitalization focus area.

D. Funding Summary Chart

Source	Amount	Description
Community Development Block Grant (CDBG)	\$796,296	Funds will be used for administration, housing rehabilitation, acquisition, relocation, public service, public facility improvements, economic development and clearance/ demolition.
HOME Investment Partnership	\$327,047	Funds will be used for administrative cost, housing rehabilitation, new construction, down payment assistance, and CHDOs.
General Revenue	\$350,000	Funds to leverage administrative/operating costs for staff and other local municipal appropriations to support programs.
Affordable Housing Bond Program	\$100,000	A 1992 Bond Referendum for preservation and creation of affordable housing in the City of Greenville.
Total All Sources	\$1,673,343	Approximate total of all sources

Citizen Participation Plan

III. CITIZEN PARTICIPATION PLAN

The City of Greenville continues to acknowledge the importance of citizen participation in developing activities for each upcoming year. Revisions to the Citizen Participation Plan were placed into effect as of September 11, 2003 (see **Appendix F**) in an effort to increase public awareness. Despite the recent changes to the current plan, we will continue to search for avenues to increase the level of participation by the community. Resources to better our current plan will include HUD recommendations; contact with other cities to review their plans; and most importantly, the consideration of input from the local community to increase involvement.

The City also encouraged public participation in developing the 2015-2016 Annual Action Plan by making a copy of the DRAFT plan available to the Affordable Housing Loan Committee members, Redevelopment Commission, Continuum of Care; and a copy accessible at all City Community Recreational Centers, Library and Housing Division Office for the general public, non-profits and other interested parties to review and submit comments from March 9, 2015 through April 9, 2015. In addition, a community meeting was held at Sheppard Memorial Library on Thursday, January 12, 2015 to get community input on the Plan. A second community meeting was held on Thursday, February 5, 2015 at the Lucille W. Gorham Intergenerational Community Center. The following comments were received:

1. Create or partner to build a cultural center
2. Provide more recreational opportunities and planned open space
3. Continue to provide homeownership opportunities.
4. Provide infrastructure upgrades when possible in low wealth communities (e.g. sidewalks, lights, stormwater, and water & sewer).
5. Maintain the historic character of neighborhoods.
6. Create more affordable rentals.
7. Create more workforce training opportunities.
8. Create jobs and create commercial opportunities.

There will be two (2) Public Hearings held for citizens to provide input. The first public hearing has already been held on January 14, 2016 at the City Council Meeting. The final public hearing will be held on May 12, 2016 during the City Council Meeting. No comments were received on the initial public hearing or during the final public hearing.

Current Year Action Plan

IV. CURRENT YEAR ACTION PLAN

A. Introduction

The 2016-2017 Annual Action Plan describes the CDBG and HOME activities proposed for the 2016-17 fiscal year. The Five (5) Year Consolidated Plan guides development of each annual action plan, and serves as a roadmap for the activities to be undertaken. The plan also includes the resources available to perform the activities, a detailed description of the activities, and maps depicting the areas in which the activities will occur.

The activities to be undertaken by the City of Greenville for the 2016-2017 fiscal year will include Program Administration, Owner-Occupied Housing Rehabilitation, New Construction, Public Service and Public Facility Improvement, New Affordable Housing Construction by Community Housing Development Organizations, Multi-Family Construction, and Demolition and Clearance of Substandard properties. Staff anticipates that a majority of the proposed activities will be completed within the program year with a few activities extending into future years.

In addition to regular Community Development activities through the CDBG and HOME Programs, the City will continue work to expand the supply of new single-family affordable housing units with the assistance of local bond funds. These new units require the experience and oversight of the City of Greenville Housing Division. The City of Greenville has constructed or facilitated the development of a total of 171 units throughout the City since 1996. See the breakdown below:

New Single Family Units	Total Units
Singletree	24
Carolina Heights	15
Red Oak	2
Countryside Estates	105
West Greenville	23
Lincoln Park Redevelopment	2
Total	171

B. Performance Measurement

The focus on demonstrating performance and results is present at all levels of government and in the private sector. Performance measurement is a program tool that can help housing and community development practitioners collect data, track progress, and report on program results in a way that speaks to the impact a program has had on a community and the lives of its residents. Performance Measurement is an organized process for gathering information to determine how well programs and activities are meeting established needs and goals. There are three (3) main components to Outcome Performance Measurement System: Objectives; Outcomes; and Indicators.

1. Objectives:

Performance Measurement offers three (3) possible objectives for each activity. These objectives are based on the broad statutory purposes of the four (4) Community Planning and Development programs:

a. Creating Suitable Living Environments

This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment. The activities are intended to address a wide range of issues faced by low and moderate income persons, from physical problems with their environment, such as poor quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services.

b. Providing Decent Housing

This objective focuses on housing activities whose purpose is to meet individual family or community housing needs.

c. Creating Economic Opportunities

This applies to activities related to economic development, commercial revitalization or job creation.

2. Outcomes:

The second component of the system is outcomes, which are closely related to objectives. The program outcome helps further refine the objectives and is designed to capture the nature of the change or the expected result of the objective to achieve. The following are the three (3) identified:

a. Availability/Accessibility

This applies to activities that make infrastructure, public services, public facilities, housing or shelter available or accessible to low and moderate income people, including persons with disabilities.

b. Affordability

These are activities that provide affordability in a variety of ways to low and moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups or services such as transportation or day care.

c. Sustainability

This applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low and moderate income by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

3. Indicators:

Once the program's purpose (objective) has been established and intended result (outcome), the next step is to identify how to measure progress towards achieving the intended results. There are four (4) common indicators that are relevant for most activities:

- Amount of money leveraged from other sources
- Number of persons, households, businesses, units or beds assisted
- Income level of persons or households by: thirty percent (30%), fifty percent (50%), sixty percent (60%) or eighty percent (80%)
- Race, ethnicity and disability data

A successful performance measurement system is tailored to the specific goals and objectives of the program. To meet its obligation to assess program performance, HUD requires grantees to provide information on their achievements and investments since program objectives and activities are determined and implemented locally.

C. 2016-2017 Action Plan Projects:

1. Program Administration

Activity 2016/17-1

Regulatory Citations: 24 CFR Parts 92.207, and 570.206

Description: Staff salary, planning, and administrative service delivery costs for implementing the Community Development Block Grant and HOME Programs, will

be funded through CDBG and HOME awards, as well as local general revenue support.

Funding Amount:	\$32,000	HOME
	\$151,000	CDBG
	\$250,000	General Fund

2. Housing Rehabilitation/Urgent Repair

Activity 2016/17-2

Regulatory Citations: 24 CFR Parts 92.205-(a) (1), 570.202

Description: This program is designed to assist very low to low income homeowners with rehabilitating existing housing structures. The primary intent of this activity is to bring units up to code through the provision of rehabilitation activities to eliminate all code violations and provide a decent, safe and sanitary living environment. Program costs incurred may include demolition, construction, permitting fees, surveying, lead abatement, credit reports and closing costs. This activity will target owner occupied homeowners only. Qualified candidates for assistance include homeowners with annual incomes below eighty percent (80%) of the median area income as defined by HUD.

Funding Amount:	\$486,000	CDBG
	\$121,000	HOME

Performance Measurement

Objective:	Providing Decent Housing	
Outcome:	Affordability	
Output Indicators:	Number of units rehabilitated	Goal: 12

3. Acquisition of Substandard/Dilapidated Properties

Activity 2016/17-3

Regulatory Citations: 24 CFR Part 570.201 (a), 570.201 (d), 570.201 (i)

Description: Efforts will continue to acquire and demolish substandard and dilapidated properties that continue to blight the 45-Block Revitalization Area. Acquisition will focus on vacant rental properties or vacant parcels; however, the City may need to acquire occupied rental units for the betterment of the community. Relocation assistance will be provided to tenants that are displaced per URA guidelines. Parcels will be recombined for the development of new, affordable housing units. Acquisition costs may include, but not limited to legal fees, appraisal costs and surveying.

Funding Amount: \$30,000 CDBG

Performance Measurement of Acquisition Activities

Objective: Creating Suitable Living Environments
Providing Decent Housing

Outcome: Affordability, Availability/Accessibility

Output Indicators: Number of units acquired **Goal:** 2

4. Public Service

Activity 2016/17-5

Regulatory Citations: 24 CFR Part 570.201(e)

Description: The City of Greenville will make available funds to assist non-profit organizations with approved public services activities. Qualified agencies will participate in projects that benefit City of Greenville citizens. Non-profit housing and service providers must assist the under-served populations of the City. Applications from non-profits are submitted to the City for consideration annually and reviewed by the Affordable Housing Loan Committee. The activities will assist low income persons, homeless and special needs persons, youth development, victims of family/domestic violence, and housing providers. All funding will be expended from September 2016 through September 2017.

Activity	Amount
Lucille Gorham Center	\$ 12,000
Boys and Girls Club	\$ 20,000
Literacy Volunteers	\$ 12,000
Center for Family Violence	\$ 20,000
Pitt County Council on Aging	\$ 8,000
Community Crossroads Center	\$8,000
L.I.F.E of NC, Inc.	\$20,000
Total	\$100,000

Funding Amount: \$100,000 CDBG

Performance Measurement of Public Service Activities

Objective: Creating Suitable Living Environment

Outcome: Sustainability

Output Indicators: Number of LMI households served **Goal:** 225

5. Clearance/Demolition

Activities 2016/17-6

Regulatory Citation 24 CFR Part 570.201(d)

Description: This activity is designed to acquire and demolish substandard structures in the West Greenville 45-Block Revitalization area in an effort to improve the living conditions for low income residents. Parcels may be recombined for the development of new, affordable housing units.

Funding Amount: \$29,296 CDBG

Performance Measurement

Objective: Creating Suitable Living Environment
Outcome: Affordability, Availability/Accessibility
Output Indicators: Number of units demolished **Goal:** 1

6. Community Housing Development Organization (CHDO) Activities

Activity 2012-8

Regulatory Citations: 24 CFR Part 902.207 (a), (c), (d)

Description: It is anticipated that a certified CHDO will utilize the funding to continue production of single family units for first-time, low-moderate income homebuyers. At the present time, the City has one (1) certified organization, Metropolitan Housing and CDC.

Funding Amount: \$49,047 HOME

Performance Measurement

Objective: Decent Affordable Housing
Outcome: Affordability
Output Indicators: Number of new single family units **Goal:** 1

7. Down payment Assistance Program

Activity 2016/17-7

Regulatory Citations: 24 CFR Part 902.207

Description: Funds available for first time buyers who have completed homebuyer education classes.

Funding Amount: \$60,000 HOME

Performance Measurement

Objective: Decent Affordable Housing
Outcome: Affordability
Output Indicators: Number of new homeowners **Goal:** 2

D. CDBG/HOME Funding Chart

Activity	HOME	CDBG
Housing Rehabilitation	121,000	486,000
Acquisition	0	30,000
New Construction/Multi-Family	65,000	0
Administration	32,000	151,000
Clearance/Demolition	0	29,296
Down Payment Assistance	60,000	0
CHDO /Projects	49,047	0
Public Facility	0	100,000
Total	\$327,047	\$796,296

10. Economic Development Activity 2012-10 Regulatory Citations: 24 CFR 570.203

8. Economic Development Activity

Activity 2009/

Regulatory Citations: 24 CFR Part 570.203

Description: Funds available for first time buyers who have completed homebuyer education classes.

Funding Amount: \$20,286 CDBG

Performance Measurement

Objective: Create Economic Opportunities

Outcome: Access/Availability

Output Indicators: Job Creation

The City of Greenville proposes to re-program \$20,286 identified for Economic Development in the plan IDIS Activity Number 568 for Economic Development Activities to fund a Culinary Training Program to be offered at the Greenville Community Shelter and additional Small Business Loans for businesses all in the West Greenville NSRA project area. The activity will lead to job readiness and creation for lower wealth residents and creation of job opportunities in the low income census tracts.

Other Actions

V. OTHER ACTIONS

A. Affirmatively Furthering Fair Housing

The City continues to fund affirmatively fair housing marketing actions. These actions are inherent to each of the housing activities provided through the Community Development Department. Education of the Fair Housing Laws will occur throughout the year and most specifically during the month of April, which is designated as “Fair Housing Month” and “Community Development Week”. As part of a weeklong celebration of CD Week the City typically has a tour for Elected Officials, hosts a public education forum and a Housing Partners Reception. The annual Fair Housing Month activities will include an educational seminar/forum and quarterly landlord/tenant workshops.

B. Analysis of Impediments to Fair Housing Choice

An update to the Analysis of Impediments to Fair Housing Choice was completed by the City of Greenville, December 2013. This section presents the Fair Housing Analysis Update for the 2013-2015 Five (5) Year Consolidated Plan. It primarily includes existing impediments to fair housing choice currently being addressed and the actions to remedy them. The update relies on public/private information regarding the real estate and banking industries, Greenville housing and community development activities, North Carolina and Greenville Human Relations Agencies, and the Greensboro and Atlanta HUD Offices of Fair Housing and Equal Opportunity.

In addition, the City will implement the following activities to address identified impediments to current Plan:

Impediment 1

Lack of affordable housing forces the lower income population to find alternative housing. Alternative housing may consist of “doubling up,” a practice where households combine to cut the expenses of housing. Others are forced to live in housing that is in poor condition that leads to disparate treatment of protected class families and individuals.

Plan

The financing industry may have the best strategy for this impediment. While it appears to be true that there are insufficient affordable housing units available for housing choice in Greenville, the fact is that a surplus of moderately priced housing is available. Lower income

home seekers may attempt to follow financing recommendations such as using the City's down payment assistance programs.

The City's down payment assistance is available to everyone. While some applicants appear to be well-educated in the homebuyer loan process, the lending industry feels that most still are not. When lenders counsel prospective borrowers about the financial responsibility associated with home mortgages, offering practical advice regarding savings and spending, borrowers become frustrated and seek mortgage loans elsewhere. If all mainstream lenders have similar policies, then it is possible that this serves to drive people to seek loans through brokers and subprime lenders. Therefore, a stronger push to promote homebuyer counseling appears to be an appropriate solution.

Additionally, the City plans to dedicate more time and resources in communities north of the river than it has in the past. Since 2003, West Greenville has seen the most investment from the City's entitlement funds; however, the City does have "scattered site" programs that allow citizens from across the community to benefit from HUD entitlement funding. Residents living north of the river have lower incomes and the concentration of Hispanic residents is higher in this area. This small shift in focus will help to address housing burdens for this area of the City.

Furthermore, the City intends to continue its' support of affordable housing tax credit developments outside of the low income census tracts. Also, the City will begin to investigate and evaluate the creation of a Neighborhood Revitalization Strategy Area (NRSA).

Impediment 2

Lack of education about discrimination and fair housing laws in Greenville result in citizens who are unaware of rights or where to report violations and lenders who may not be knowledgeable about fair housing practices. An essential part of fair housing opportunities and enforcement is the education of the public regarding the rights and responsibilities afforded by fair housing laws. This includes the education of housing and financial providers, as well as citizens. Everyone needs to know what may constitute a violation, and what they can do in the event they believe they may have been discriminated against. In addition, it is important for lenders, housing providers and their agents to know their responsibilities and when they may be violating fair housing laws.

Plan

Education is a key element on two (2) fronts. First, it is one of the most pressing needs to ensure fair housing choice. It is imperative that individuals and families seeking housing know their rights and responsibilities and that those involved in the housing industry understand their rights and responsibilities, as well.

Secondly, providing public education that produces an employable workforce with higher earning potential will help improve creditworthiness of future homebuyers. The onus falls to the public school system to ensure that tomorrow's residents have the skills they need to be competitive in the job marketplace, as well as to be educated consumers armed with the skills to make informed decisions.

The City will continue its efforts to educate the public through Fair Housing month activities and a local loan counseling program. Further, the City's Community Relations Officer will continue to coordinate the City's community-wide Fair Housing Workshop annually and disseminate information throughout the year about Greenville's fair housing activities. Information may include monthly public service announcements through local media (radio, television, and newspapers) advertising fair housing mediation services and distribution of print materials to local merchants and residents advertising fair housing workshops and fair housing mediation services to residents of community development target areas.

Special outreach may be made to school-aged children to start early education on fair housing issues. Housing discrimination education programs can be developed around Fair Housing month. To avoid teaching laws in a stale format, the approach should be to explore opinions, beliefs and behavior in age appropriate ways. Additionally, a poster contest may be held as part of the month's activities and winning posters can be featured in advertisements and materials the City uses for its fair housing education generally.

Further, the City will encourage lenders, housing providers and their agents to know their responsibilities and to attend training on fair housing laws. Over the long term, the City will promote the development of a voluntary affirmative action marketing agreement by the local Board of Realtors and Home Builders Association.

The City will provide assistance to residents in the resolution of housing complaints. The City's Community Relations Officer will refer discrimination complaints which cannot be resolved through mediation to the U.S. Department of Housing and Urban Development or the N.C. Human Relations Commission.

The City will continue to evaluate the need for the establishment of a local Fair Housing Ordinance and the effectiveness of the Fair Housing Plan.

Impediment 3

Substandard housing and low property maintenance contribute to the lack of safe, decent, and sanitary affordable housing. A pro-active property maintenance code enforcement program could help with the preservation of the rental housing stock.

Plan

The City will consider several activities to increase the availability of affordable housing opportunities and programs to preserve existing rental housing stock throughout the City including a program to assist homeowners in rehabilitating substandard housing stock in an effort to keep those units affordable once renovations have been completed.

Impediment 4

Limited housing opportunities exist for the homeless, those who are at risk of homelessness, and special needs populations. There is not enough funding for permanent housing. Too many citizens are on the brink of becoming homeless because they have to spend too much of their income on housing (many times not decent or safe housing).

Plan

The City will continue to support programs to increase family self-sufficiency and to prepare homeless, at risk, and special needs populations for rental or homeownership opportunities through financial literacy, credit counseling, and rental assistance. The City also needs to support a number of initiatives to assist low-moderate homebuyers with down-payment assistance, default delinquency counseling, anti-predatory lending counseling and homeless prevention programs.

The City will also strive to convene working groups of providers that deliver services to the homeless, those at risk of homelessness, and special needs populations to establish referral networks that more easily connect those in need with available resources. Additionally, by convening these groups, service providers may find ways to share resources and maximize their efforts by working together.

Impediment 5

Lack of access to homeownership (Based on HMDA and apparent Predatory Lending Practices) limit housing choices.

This Impediment is being addressed in the 2013-2018 Consolidated Plan as the City considers inequities that may occur in homeownership opportunities for protected classes or those covered by the Fair Housing Law and provides education to the public on these issues along with remedies when non-compliant acts are found.

An analysis of the HMDA data in this document reveals, for example, that while black residents comprise thirty seven percent (37%) of the population, eighteen percent (18%) of all home

purchase mortgage applications come from black families/individuals. As a result, it appears that black applicants may be underrepresented with the problem worsening over recent years. Hispanics and Asians are also underrepresented in loan applications as compared to their share of the population. City programs targeted to assist low-moderate income protected classes should focus more closely on educating the population on the importance of homeownership and how to access local lending resources.

In addition, consistently high denial rates on home improvement loans may reflect policies in the lending industry, but this is an area that warrants some attention in Greenville. The disinvestment associated with an inability to raise funds to maintain one's home in an older housing stock can have an undesirable effect on the community when it occurs in great numbers.

Plan

Mortgage brokers know that people do business with people who look like them, and so they hire people that resemble the markets they serve. This is good marketing, but also encourages minority homebuyers to seek loans with lenders who are not necessarily looking out for the borrowers' best interests. Additionally, brokers are most familiar with the products that are most popular in the markets they serve and are not aware of all the products offered by the institutions they represent, thus limiting their offerings to higher-cost products. Unfortunately, uninformed buyers also choose lenders on the basis of word-of-mouth referrals from friends and family, and the belief that banks do not lend money to minorities.

To educate potential homebuyers, the City will work to create homebuyer guides that inform first-time buyers and other purchasers about the process involved in locating, qualifying for, and securing a home. Steps such as inspection, negotiation, and closing would be explained as well as the roles of different players (real estate agents, loan officers, and others). Typical costs can be outlined as well. The Guide may include information on geographic areas that are not yet integrated to promote equal housing opportunity in these areas. Sections on housing resources and basic fair housing rights would be included as well. These guides should be produced in Spanish and any other language that has a concentrated population in Greenville at the time of publication. The City will also work with local agents and community groups to arrange house or neighborhood tours that allow residents to explore available opportunities that may be outside of their immediate surroundings.

Again, the solution lies in educating consumers, although it is difficult to reach them when they will not avail themselves of the opportunities. The City continues to address Impediment #1 (affordable housing) and Impediment #2 (education) during the program year 2016-2017 with education. The City has a HOME commitment in the amount of \$150,000 to an affordable senior housing development and will review future requests for funding for the construction of quality affordable rental housing for lower income families. Also, the Community Relations Officer

intends to continue educating the community about fair housing law and concerns. The City will continue to provide CDBG funding for eligible fair housing activities. For example, staff plans to visit several apartment communities and public housing communities to provide education days. These days will include topics such as tenant and landlord rights, and legal updates from our partners at Legal Aid of NC.

C. Affirmative Marketing Policy

In accordance with the regulations of the HOME Program and in furtherance of the City of Greenville's commitment to fair housing and equal housing opportunity, this Policy establishes procedures to affirmatively market rental or residential units constructed or rehabilitated under the HOME Program. These procedures are designed to assure that individuals who normally might not apply for available housing units because they are socially and/or economically disadvantaged are provided an opportunity to apply.

This Affirmative Marketing Policy is documented and maintained in the Housing Division files, and shall be included in all HOME project proposals and agreements and HOME project files. The Beneficiary is held to the terms of the Policy by the requirement in the applicable HOME Sub-recipient or HOME/Community Housing Development Organization ("CHDO") Agreement.

It is the policy of the City of Greenville, Housing Division not to discriminate against any person on the basis of race, color, national origin, sex, religion, familial status, or disability:

1. In the sale or rental of housing or residential lots;
2. In advertising the sale or rental of housing;
3. In the finance of housing;
4. In the provision of real estate brokerage services; or
5. In the appraisal of housing.

Please see **Appendix H**.

D. Minority/Women Business Outreach

It is the policy of the City of Greenville to provide minorities and women equal opportunity for participating in all aspects of the City's contracting and procurement programs, including, but not limited to, construction, projects, supplies and materials purchases and professional and personal service contracts.

E. Evaluation and Reduction of Lead-Based Paint Hazards

Lead poisoning is one of the worse environmental threats to children in the United States. While anyone exposed to high concentrations of lead can become poisoned, the effects are most pronounced among young children.

All children are at higher risk to suffer lead poisoning than adults, but children under age six (6) are more vulnerable because their nervous systems are still developing. At high levels, lead poisoning can cause convulsions, coma, and even death. Such severe cases of lead poisoning are now extremely rare, but do still occur. At lower levels, observed adverse health effects from lead poisoning in young children include reduced intelligence, reading and learning disabilities impaired hearing and slowed growth.

An important initiative emanating from HUD in the last decade is the reduction of lead-based paint hazards, and many jurisdictions around the country have made a concerted effort to reach this goal. The federal Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X of the Housing and Community Development Act of 1992) amends the Lead-Based Paint Poisoning Prevention Act of 1971, which is the law covering lead-based paint in federally funded housing. These laws and subsequent regulations issued by the U.S. Department of Housing and Urban Development (24 CFR Part 35) protect young children from lead-based paint hazards in housing that is financially assisted or being sold by the federal government.

In all property rehabilitation projects undertaken by the City of Greenville, the City will assess whether lead-based paint might be present and, if so, follow the guidelines set forth in the Residential Lead-Based Paint Hazard Reduction Act of 1992, Title X of the Housing and Community Development Act of 1992 (Title 24, Part 35 of the Code of Federal Regulations).

The City of Greenville is committed to testing and abating lead in all pre-1978 housing units assisted with federal grant funds in any of the housing programs implemented. Currently, the City of Greenville has contracted with an agency to provide all lead testing and clearance activities. This agency has also agreed to provide training for the housing rehabilitation contractors.

F. Anti-Poverty Strategy

City of Greenville housing programs directly addresses poverty by creating housing opportunities for low income households. Without these housing opportunities many low income households would not be able to afford housing rehabilitation costs or to purchase a home.

G. Developing Institutional Structures

The City of Greenville, through its Housing Division, the network of housing sub-recipients, and Community Housing Development Organizations (CHDOs), are effectively organized to utilize all funding received through the various state/federal programs.

The private sector is provided with incentives for developing affordable rental housing through tax credits provided by the federal tax credit program. Tax credits provide developers with an additional state subsidy for low income apartment construction.

In addition, each year efforts are made to work with local institutions to provide housing and economic opportunities for low income persons through public service activities and participation in the Pitt County Continuum of Care. The Pitt County Continuum of Care began in 2001 and has successfully grown into a well-balanced organization made up of local government agencies, housing providers, service providers, and other interested groups. The development of the continuum and participation by the City of Greenville will greatly enhance coordination between these agencies. The Public Housing Authority has also joined the Continuum of Care and has begun working in concert with the City of Greenville and our revitalization efforts in the West Greenville Redevelopment Area.

The City of Greenville will continue to coordinate with other governmental agencies, non-profit organizations, private enterprises and individuals to provide increased opportunities for the target area.

H. Public Housing

There are four (4) Public Housing managing agencies in the Pitt County area, which include Greenville Housing Authority with a total of 779 units; Mid East Commission who manages a total of 135 units in three (3) towns; Farmville Housing Authority who manages 174 units and Ayden Housing Authority who manages 175 units. Each of the mentioned Public Housing Authorities receives federal funds to modernize and repair public housing units.

In addition, the City of Greenville Community Development Department Housing Division has formed a partnership with the Greenville Housing Authority to offer bimonthly Homeownership and Financial Literacy classes to public housing residents and other citizens. So far, three (3) former residents utilizing the Housing Choice Voucher program and City of Greenville HOME down payment assistance program have purchased a new home, developed by a local Community Housing Development Organization.

I. Recapture Provisions

In accordance with the applicable homebuyer recapture/resale provision outlined in 24 CFR Part 92.254, City of Greenville has adopted the recapture provision. Greenville provides direct HOME subsidy, on a pro-rata basis, to eligible homebuyers, which includes down payment assistance and closing costs. Greenville provides HOME funds to its CHDO's to develop affordable housing. Greenville CHDO's have adopted the HOME recapture provision, with the exception of development of rental units. When CHDO's develop homeownership single-family housing, down payment assistance is provided by the city.

All CHDO's, sub-recipients and all entities who administer HOME programs will follow recapture provisions that have been adopted by the City of Greenville. The City requires the recapture of its HOME-funded homeownership housing assistance from net sales proceeds when the original homebuyer sells the property during the affordability period.

Net sales proceeds are the funds remaining from the sale of the property by the original homebuyer less the repayment of the outstanding balance on any superior mortgage, sales commission, the original homebuyer's down payment and the cost of any property improvements made by the original homebuyer. To the extent that net proceeds are available at closing, all of the HOME funds are due and payable. In the event of foreclosure, the Lender may not require the Borrower to repay an amount greater than the net proceeds available after the foreclosure sale. The recapture provision is enforced through execution of a Declaration of Deed Restrictions, which identifies the period of affordability, primary residency requirement, and term and conditions required when using the recapture provision.

Homebuyer assistance may be used for down payment assistance and/or principal mortgage reduction via Secondary Mortgage. Borrower's income cannot exceed eighty percent (80%) of the area median income adjusted by family size as published annually for Greenville. Maximum loan amounts of up to \$20,000 (twenty percent (20%) of sales price of home with cap of \$20,000). Loans will be amortized over a fifteen-year (15) period at zero percent (0%) interest. If the property is disposed voluntary, involuntary or is in default, the percentage for repayment is based on the actual year.

Assistance provided to non-profit agencies through the CDBG Program will be secured with a sub-recipient agreement/contract. Should the agency fail to comply with program rules, the assistance will be recaptured.

Recaptured HOME funds by Community Housing Development Organizations (CHDO), on behalf of City of Greenville, are not considered to be CHDO proceeds but shall be used by the CHDO's to provide affordable housing for City of Greenville residents.

Recaptured HOME funds provided by an agency other than a CHDO, will be recaptured by City of Greenville to be used for eligible HOME activities in accordance with the requirements of the HOME statute and regulations, in the same manner as program income.

The recapture provision will ensure that each HOME assisted unit will remain affordable for a period of time determined by the recapture schedule below, established in accordance with 24 CFR 92.254(a)(4):

HOME Funds Provided	Period of Affordability
Less than \$15,000	5 years
\$15,000 - \$40,000	10 years
More than \$40,000	15 years
New Construction	20 years

J. Section 3 Requirements

Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u) (Section 3) requires the Community Development Department to ensure that employment and other economic and business opportunities generated by the Department of Housing and Urban Development (HUD) Section 3 financial assistance, to the greatest extent feasible, are directed to public housing residents and other low-income persons, particularly recipients of government housing assistance, and business concerns that provide economic opportunities to low and very low income persons.

It is the policy of the Community Development Department of the City of Greenville to require its Contractors to provide equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, sex, national origin, disability, veteran's or marital status, or economic status and to take affirmative action to ensure that both job applicants and existing employees are given fair and equal treatment. See Section 3 Plan **Appendix I**.

Monitoring Plan

VI. MONITORING PLAN

City of Greenville will continue to improve its established monitoring system of CDBG, HOME and other housing and community development activities to ensure regulatory compliance. Monitoring is the responsibility of the City of Greenville Community Development Department Housing Division, to include but not limited to:

Monitoring Objective

Primary - To ensure that sub-recipients are:

- Complying with all applicable federal requirements
- Complying with administrative and financial management standards
- Performing and delivering services in a timely manner

Secondary - To identify any potential areas of non-compliance and offer technical assistance.

Monitoring Procedure

- In-house reviews of sub-recipient materials & regulations review
- Pre-monitoring visits with sub-recipient
- Conduct visit as follow:
 - Notify of date, scope, focus of review
 - Hold entrance conference with chief official
 - Document, gather & analyze
 - Hold exit conference to report results, hear reaction & form conclusions
- Follow-up with letter of results to include findings and/or concerns.

On-Site Visits

Staff performs one (1) on-site monitoring review annually; depending on the assessment of risks for non-compliance, there may be additional monitoring tasks put in place. Program operations are observed, staff persons are interviewed, client eligibility is confirmed, financial and programmatic reports are verified.

Long-Term Compliance

Activities involving real property acquisition or improvement require long-term compliance with original purpose of the federal assistance. City of Greenville Community Development Department maintains a CDBG Real Property Inventory that is updated annually, and confirms that such property is still being used for the intended purpose. City also carries out an annual review of HOME-assisted rental units, to ensure compliance with Housing Quality Standards, tenant eligibility, and rent ceilings.

Rental Housing Monitoring

Staff must review annual Project Compliance Reports and perform regular on-site visits throughout the affordability period to ensure continued compliance with:

- Rent and occupancy requirements
- Property standards
- Other Federal requirements (fair housing, lead-based paint, affirmative marketing, etc.)

Community Housing and Development Organizations (CHDO's)

Active Funded CHDO's	Contact Person	1st Q	2nd Q	3rd Q	4th Q	Property Type
Metropolitan Housing Development Corporation	David Moore	3/9/2015	7/6/2015	10/5/2015	1/12/2016	Rental
Streets to Homes	Amanda Willet	3/9/2015	7/6/2015	10/5/2015	1/12/2016	Rental

HOME Down payment Assistance

Annual Compliance Review (Affordability Period)	Contact Person	Annual Monitoring Visit
Verification of Recipient Compliance	In house- letters	8/31/2015

Quarterly Review Outstanding Projects

Consortium Members with Outstanding Projects	Contact Person	1st Q	2nd Q	3rd Q	4th Q	Property Type
Town of Grifton	Joe Albright	3/9/2015	7/6/2015	10/5/2015	1/12/2016	Lease/ Purchase
Greenville Housing and Development Corp.	Michael Best	3/9/2015	7/6/2015	10/5/2015	1/12/2016	Lease/ Purchase
Exceed Inc.	Carlton Gay	3/9/2015	7/6/2015	10/5/2015	1/12/2016	Lease/ Purchase

Annual Compliance Review

Annual Compliance Review (Affordability Period)	Contact Person	Annual Monitoring Visit
Town of Ayden	Sherri Scharf	6/30/2015
Town of Farmville	Theresa L. Cieslinski	6/30/2015
Pitt County	Jonas Hill	6/30/2015
Town of Grifton	Joe Albright	6/30/2015

Community Development Block Grant (CDBG) Sub-recipient

2014-2015 Monitoring Schedule

Active Subrecipient	Contact Person	Monitoring Visit Dates	Activity
Literacy Volunteers of America Pitt County	Allen Spicer	4/14/2015 and 8/18/2015	Provide literacy classes and career readiness skills and workforce training to adults.
Boys & Girls Clubs of the Coastal Plain	Misty Marston	4/14/2015 and 8/18/2015	Operate the Club Academy Program (Jarvis location), a comprehensive academic success program designed to help youth excel academically.
ECU/LWG Intergenerational Community Center	Deborah Moody	4/16/2015 and 8/20/2015	Provide assistance with transportation and admission costs associated with planned trips for the Lucille W. Gorham Intergenerational Community Center Youth Development Programs.
Center for Family Violence Prevention	Diana Cooper-Mann	4/21/2015 and 8/25/2015	Continue the Systematic Training for Effective Parenting (STEP) Program, Triple P, counseling, case management and Kidz Clubhouse for families impacted by domestic violence.
L.I.F.E. of NC (STRIVE)	Joyce Jones	4/23/2015 and 8/27/2015	Provide employment, workforce education, training, and CRC (Career Readiness Certificate) certification to criminal offenders reentering society.

Homelessness

VII. STRATEGIES TO ELIMINATE HOMELESSNESS

A. Continuum of Care

Since 2001, the City of Greenville has actively assisted with the creation and development of a Continuum of Care for Pitt County. The group, known as the Pitt County Continuum of Care, is devised of City and County staff, as well as non-profit and for-profit representatives. The group meets monthly to discuss the ever-growing homeless population in our community. Efforts to end homelessness and to coordinate supportive services to homeless persons are top priorities for the community. The January 2012 Continuum of Care Homeless Population Point in Time Survey revealed that there are one hundred six (106) homeless persons in Pitt County. Currently, Pitt County has one hundred (100) emergency beds and twenty-eight (28) transitional housing units available to serve them.

During the upcoming 2016-2017 fiscal year, the group will continue to administer programs and funds received by the Continuum and prepare various grant applications for submission to the NC Balance of State. To date, the Pitt County Continuum of Care has received funding every year since 2003 funding cycle. Funding received under the 2004 and 2005 award was allocated to implement a Homeless Management Information System (HMIS) which is still being implemented. All actions by the Continuum of Care group will address obstacles to meet the underserved needs in the community, assist with the reduction of poverty level families, assist with the development of “institutional structures”, and enhance coordination between public and private housing and social service providers. Other actions will include marketing of the continuum to reach out to surrounding communities in an endeavor to promote regional participation.

B. Ten-Year Plan to End Homelessness

The City of Greenville, Pitt County Government, United Way and other non-profit agencies formed a partnership in 2008 to hire a professional consultant to assist the community with developing a Ten-Year Plan to End Chronic Homelessness in Pitt County. The Plan was approved October 2008 by the Greenville City Council and Pitt County Commission. The goals and objectives are as follow:

GOAL 1

Provide community-based services and support to prevent homelessness before it happens and diminish risks for homelessness to recur.

■ Outcome 1-A

Increased access to services provided to the homeless population.

■ **Outcome 1-B**

Increased number of individuals who are employed and able to manage their personal finances.

■ **Outcome 1-C**

A comprehensive client-centered discharge planning process coordinated among community agencies for individuals leaving foster care, mental health facilities, jails and prisons, medical facilities, and military units who are at risk for homelessness.

■ **Outcome 1-D**

A data infrastructure (HMIS) that would link all services, screen for program eligibility, and gather data needed to monitor (assess) progress of implementation.

GOAL 2

Create adequate short-term housing options and supportive permanent housing for those who are chronically homeless or at risk of becoming homeless.

■ **Outcome 1-A:**

Increased inventory of housing options that meet the needs of individuals and families who are homeless and those at risk of becoming homeless.

Both local governments and non-profit agencies are now in the process of implementation. The City Council approved in September 2008 a two (2) year contribution of CDBG funds in the amount of \$30,000 per year to fund implementation activities. During fiscal year 2012, the CDBG program funded SSI/SSDI Outreach, Access, and Recovery (SOAR) Training, which strived to increase disability benefits for homeless people and those at risk of homelessness who are living with disabilities; and a “Project Connect” event. The Project Homeless Connect event had a one day event which provided community and medical services in one (1) location for homeless residents. In fiscal year 2016-2017, the City will seek to assist those agencies who provide the homeless with housing, economic opportunities, and education opportunities.

Appendices

Appendix A: Resolution

RESOLUTION NO. 023-15
RESOLUTION ENDORSING THE SUBMISSION OF THE 2015-2016 ANNUAL ACTION
PLAN FOR THE CITY OF GREENVILLE, NORTH CAROLINA

WHEREAS, the City of Greenville recognizes the benefits of the Community Development Block Grant and HOME Investment Partnership Programs in providing local governments with the resources to develop viable communities by funding activities that principally benefit low and moderate income persons; and

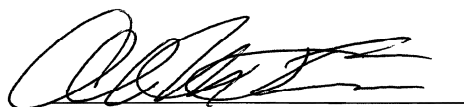
WHEREAS, the City of Greenville recognizes the need to assist low income and special needs populations of the City with Community Development Block Grant and HOME Investment Partnership funds; and

WHEREAS, the U.S. Congress and the Greenville City Council acknowledge the critical value of the Community Development Block Grant and HOME Investment Partnership Programs and the significant projects that rely upon this funding;

NOW, THEREFORE, BE IT RESOLVED that the 2015-2016 Community Development Block Grant and HOME Investment Partnership Programs of the City Greenville be established by:

1. Authorizing the Mayor to execute approval documents required for the submission of the Annual Action Plan for the 2015-2016 fiscal year following the close of the public hearing.
2. Authorizing the City Manager to enter into contracts with Community Housing Development Organizations approved for the 15% CHDO set-aside.
3. Authorizing the City Manager to enter into contracts with the subrecipients approved for CDBG activities.
4. Authorizing the City Manager or designee to carry out 2015-2016 activities approved in the Annual Action Plan.
5. Authorizing the Director of Community Development or designee to implement such policies and procedures required by the programs, as attached to the Annual Action Plan.

This the 9th day of April, 2015.



Allen M. Thomas, Mayor

ATTEST:


Carol L. Barwick, City Clerk


OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424		Version 02
<p>*1. Type of Submission:</p> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<p>*2. Type of Application * If Revision, select appropriate letter(s)</p> <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<p>*Other (Specify) _____</p>		
3. Date Received:		4. Applicant Identifier: M-12-MC-37-0211
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
8. APPLICANT INFORMATION:		
*a. Legal Name: City of Greenville		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 56-60000229		*c. Organizational DUNS: 072013451
d. Address:		
*Street 1: <u>200 West Fifth Street</u>		
Street 2: _____		
*City: <u>Greenville</u>		
County: <u>Pitt</u>		
*State: <u>North Carolina</u>		
Province: _____		
*Country: <u>United States</u>		
*Zip / Postal Code <u>27858</u>		
e. Organizational Unit:		
Department Name: Community Development		Division Name: Housing
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <u>Mr.</u> *First Name: <u>Niki</u>		
Middle Name: <u>Sean</u>		
*Last Name: <u>Jones</u>		
Suffix: _____		
Title: <u>Housing/Community Development Administrator</u>		
Organizational Affiliation: <u>City of Greenville</u>		
*Telephone Number: <u>252-329-4518</u>		Fax Number:
*Email: <u>nsjones@greenvillenc.gov</u>		

OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424	Version 02
*9. Type of Applicant 1: Select Applicant Type: C. City or Township Government Type of Applicant 2: Select Applicant Type: Type of Applicant 3: Select Applicant Type: *Other (Specify)	
*10 Name of Federal Agency: U.S. Department of Housing and Urban Development	
11. Catalog of Federal Domestic Assistance Number: HOME Investment Partnership Funds CFDA Title: _____	
*12 Funding Opportunity Number: N/A *Title: _____	
13. Competition Identification Number: N/A Title: _____	
14. Areas Affected by Project (Cities, Counties, States, etc.): Corporate City Limits of Greenville, NC	
*15. Descriptive Title of Applicant's Project: 2015-2016 Annual Action Plan for HOME Funds	

OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant: First Congressional		*b. Program/Project: First Congressional
17. Proposed Project:		
*a. Start Date: 07-01-2014		*b. End Date:
18. Estimated Funding (\$):		
*a. Federal	\$329,316.00	
*b. Applicant	_____	
*c. State	_____	
*d. Local	_____	
*e. Other	_____	
*f. Program Income	_____	
*g. TOTAL	_____	
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____ <input checked="" type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input type="checkbox"/> c. Program is not covered by E. O. 12372		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001) <input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
Authorized Representative:		
Prefix: Mr.	_____	*First Name: Allen _____
Middle Name: M.	_____	
*Last Name: Thomas	_____	
Suffix:	_____	
*Title: Mayor		
*Telephone Number: 252-329-4419		Fax Number: 252-329-4435
* Email: amthomas@greenvillenc.gov		
*Signature of Authorized Representative: 		*Date Signed:

Authorized for Local Reproduction

Standard Form 424 (Revised 10/2005)
Prescribed by OMB Circular A-102

OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

N/A

INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 80 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This is a standard form (including the continuation sheet) required for use as a cover sheet for submission of preapplications and applications and related information under discretionary programs. Some of the items are required and some are optional at the discretion of the applicant or the Federal agency (agency). Required items are identified with an asterisk on the form and are specified in the instructions below. In addition to the instructions provided below, applicants must consult agency instructions to determine specific requirements.

Item	Entry:	Item	Entry:
1.	Type of Submission: (Required) Select one type of submission in accordance with agency instructions. <ul style="list-style-type: none"> • Preapplication • Application • Changed/Corrected Application – If requested by the agency, check if this submission is to change or correct a previously submitted application. Unless requested by the agency, applicants may not use this to submit changes after the closing date. 	10.	Name Of Federal Agency: (Required) Enter the name of the Federal agency from which assistance is being requested with this application.
		11.	Catalog Of Federal Domestic Assistance Number/Title: Enter the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested, as found in the program announcement, if applicable.
2.	Type of Application: (Required) Select one type of application in accordance with agency instructions. <ul style="list-style-type: none"> • New – An application that is being submitted to an agency for the first time. • Continuation – An extension for an additional funding/budget period for a project with a projected completion date. This can include renewals. • Revision – Any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision, enter the appropriate letter(s). More than one may be selected. If "Other" is selected, please specify in text box provided. A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration E. Other (specify) 	12.	Funding Opportunity Number/Title: (Required) Enter the Funding Opportunity Number and title of the opportunity under which assistance is requested, as found in the program announcement.
		13.	Competition Identification Number/Title: Enter the Competition Identification Number and title of the competition under which assistance is requested, if applicable.
		14.	Areas Affected By Project: List the areas or entities using the categories (e.g., cities, counties, states, etc.) specified in agency instructions. Use the continuation sheet to enter additional areas, if needed.
3.	Date Received: Leave this field blank. This date will be assigned by the Federal agency.	15.	Descriptive Title of Applicant's Project: (Required) Enter a brief descriptive title of the project. If appropriate, attach a map showing project location (e.g., construction or real property projects). For preapplications, attach a summary description of the project.
4.	Applicant Identifier: Enter the entity identifier assigned by the Federal agency, if any, or applicant's control number, if applicable.		
5a.	Federal Entity Identifier: Enter the number assigned to your organization by the Federal Agency, if any.	16.	Congressional Districts Of: (Required) 16a. Enter the applicant's Congressional District, and 16b. Enter all District(s) affected by the program or project. Enter in the format: 2 characters State Abbreviation – 3 characters District Number, e.g., CA-005 for California 5 th district, CA-012 for California 12 th district, NC-103 for North Carolina's 103 rd district. <ul style="list-style-type: none"> • If all congressional districts in a state are affected, enter "all" for the district number, e.g., MD-all for all congressional districts in Maryland. • If nationwide, i.e. all districts within all states are affected, enter US-all • If the program/project is outside the US, enter 00-000.
5b.	Federal Award Identifier: For new applications leave blank. For a continuation or revision to an existing award, enter the previously assigned Federal award identifier number. If a changed/corrected application, enter the Federal Identifier in accordance with agency instructions.		
6.	Date Received by State: Leave this field blank. This date will be assigned by the State, if applicable.	17.	Proposed Project Start and End Dates: (Required) Enter the proposed start date and end date of the project.
7.	State Application Identifier: Leave this field blank. This identifier will be assigned by the State, if applicable.	18.	Estimated Funding: (Required) Enter the amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines, as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses.
8.	Applicant Information: Enter the following in accordance with agency instructions: <ul style="list-style-type: none"> a. Legal Name (Required): Enter the legal name of applicant that will undertake the assistance activity. This is the name that the organization has registered with the Central Contractor Registry. Information on registering with CCR may be obtained by visiting the Grants.gov website b. Employer/Taxpayer Number (EIN/TIN): (Required). Enter the Employer or Taxpayer Identification Number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US enter 44-4444444. c. Organizational DUNS: (Required) Enter the organization's DUNS or DUNS+4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained by visiting the Grants.gov website. d. Address: Enter the complete address as follows: Street address (Line 1 required), City (Required), County, State (Required, if country is US), Province, Country (Required), Zip/Postal Code (Required, if country is US). e. Organizational Unit: Enter the name of the primary organizational unit (and department or division, if applicable) that will undertake the 	19.	Is Application Subject to Review by State Under Executive Order 12372 Process? Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the

	<p>assistance activity, if applicable.</p> <p>f. Name and contact information of person to be contacted on matters involving this application: Enter the name (First and last name required), organizational affiliation (if affiliated with an organization other than the applicant organization), telephone number (Required), fax number, and email address (Required) of the person to contact on matters related to this application</p>	<p>State intergovernmental review process. Select the appropriate box. If "a." is selected, enter the date the application was submitted to the State</p>		
		<p>20. Is the Applicant Delinquent on any Federal Debt? (Required) Select the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes</p> <p>If yes, include an explanation on the continuation sheet.</p>		
<p>B. Type of Applicant: (Required) Select up to three applicant type(s) in accordance with agency instructions.</p>	<table border="0"> <tr> <td data-bbox="232 485 537 926"> <p>A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority</p> </td> <td data-bbox="537 485 849 968"> <p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify)</p> </td> </tr> </table>	<p>A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority</p>	<p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify)</p>	<p>21. Authorized Representative (Required) To be signed and dated by the authorized representative of the applicant organization. Enter the name (First and last name required) title (Required), telephone number (Required), fax number, and email address (Required) of the person authorized to sign for the applicant.</p> <p>A copy of the governing body's authorization for you to sign this application as the official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)</p>
<p>A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority</p>	<p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify)</p>			

OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		*2. Type of Application * If Revision, select appropriate letter(s) <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision *Other (Specify) _____
3. Date Received:		4. Applicant Identifier: M-12-MC-37-0211
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
8. APPLICANT INFORMATION:		
*a. Legal Name: City of Greenville		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 56-60000229		*c. Organizational DUNS: 072013451
d. Address:		
*Street 1:	200 West Fifth Street _____	
Street 2:	_____	
*City:	Greenville _____	
County:	Pitt _____	
*State:	North Carolina _____	
Province:	_____	
*Country:	United States _____	
*Zip / Postal Code	27858 _____	
e. Organizational Unit:		
Department Name: Community Development		Division Name: Housing
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix:	Mr. _____	*First Name: Niki _____
Middle Name:	Sean _____	
*Last Name:	Jones _____	
Suffix:	_____	
Title:	Housing/Community Development Administrator	
Organizational Affiliation: City of Greenville		
*Telephone Number:	252-329-4518	Fax Number: _____
*Email: nsjones@greenvillenc.gov		

OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424

Version 02

***9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10 Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

Community Development Block Grant (CDBG) Funds

CFDA Title:

***12 Funding Opportunity Number:**

N/A

*Title:

13. Competition Identification Number:

N/A

Title:


14. Areas Affected by Project (Cities, Counties, States, etc.):

Corporate City Limits of Greenville, NC

***15. Descriptive Title of Applicant's Project:**

2015-2016 Annual Action Plan for CDBG Funds

OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant: First Congressional		*b. Program/Project: First Congressional
17. Proposed Project:		
*a. Start Date: 07-01-2014		*b. End Date:
18. Estimated Funding (\$):		
*a. Federal	\$800,219.00	
*b. Applicant	_____	
*c. State	_____	
*d. Local	_____	
*e. Other	_____	
*f. Program Income	_____	
*g. TOTAL	_____	
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____ <input checked="" type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input type="checkbox"/> c. Program is not covered by E. O. 12372		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001) <input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
Authorized Representative:		
Prefix: Mr.	_____	*First Name: Allen _____
Middle Name: M.	_____	
*Last Name: Thomas	_____	
Suffix:	_____	
*Title: Mayor		
*Telephone Number: 252-329-4419		Fax Number: 252-329-4435
* Email: amthomas@greenvillenc.gov		
*Signature of Authorized Representative: 		*Date Signed:

Authorized for Local Reproduction

Standard Form 424 (Revised 10/2005)
Prescribed by OMB Circular A-102

OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

N/A

INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This is a standard form (including the continuation sheet) required for use as a cover sheet for submission of preapplications and applications and related information under discretionary programs. Some of the items are required and some are optional at the discretion of the applicant or the Federal agency (agency). Required items are identified with an asterisk on the form and are specified in the instructions below. In addition to the instructions provided below, applicants must consult agency instructions to determine specific requirements.

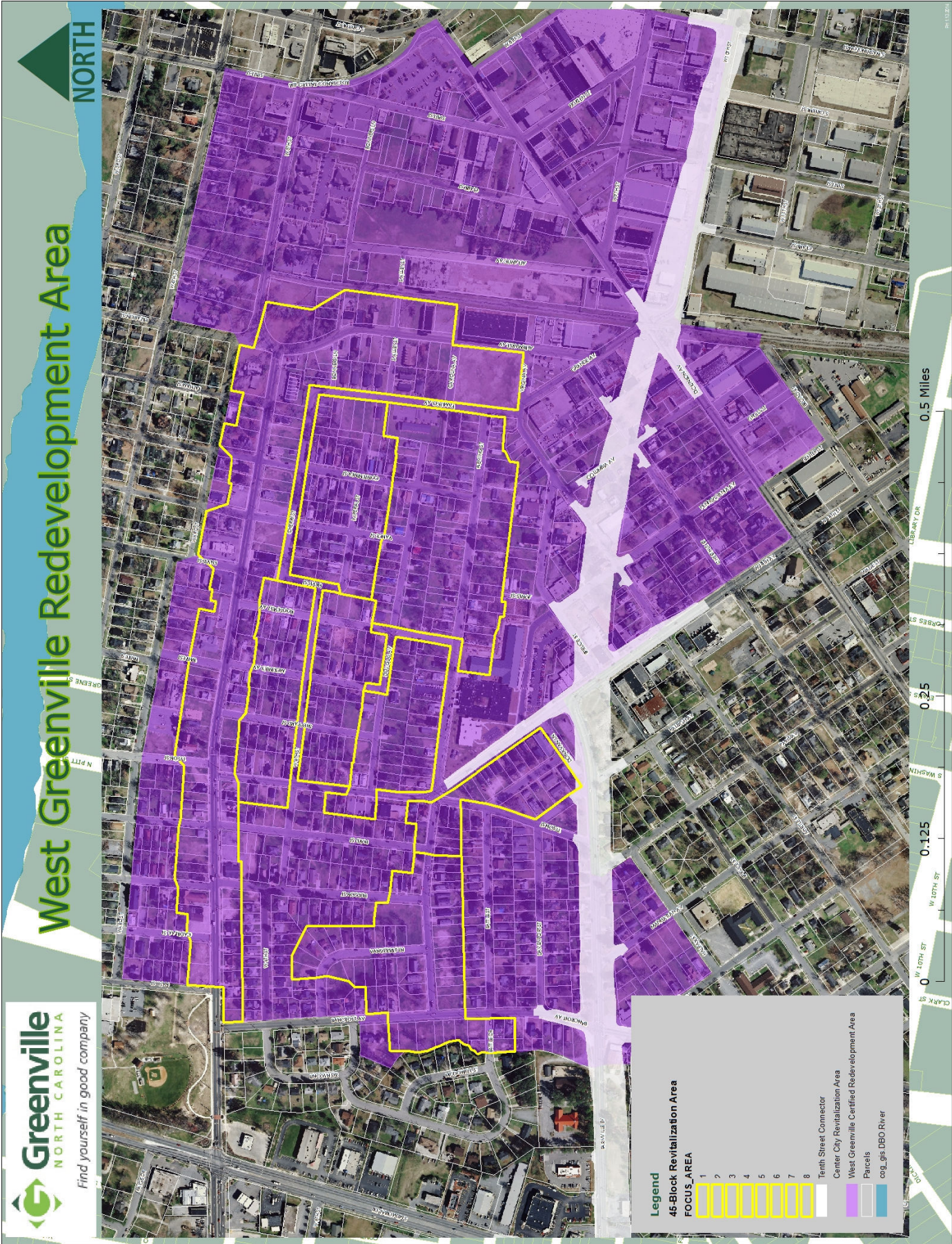
Item	Entry:	Item	Entry:
1.	Type of Submission: (Required): Select one type of submission in accordance with agency instructions. <ul style="list-style-type: none"> • Preapplication • Application • Changed/Corrected Application – If requested by the agency, check if this submission is to change or correct a previously submitted application. Unless requested by the agency, applicants may not use this to submit changes after the closing date. 	10.	Name Of Federal Agency: (Required) Enter the name of the Federal agency from which assistance is being requested with this application.
		11.	Catalog Of Federal Domestic Assistance Number/Title: Enter the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested, as found in the program announcement, if applicable.
2.	Type of Application: (Required) Select one type of application in accordance with agency instructions. <ul style="list-style-type: none"> • New – An application that is being submitted to an agency for the first time. • Continuation - An extension for an additional funding/budget period for a project with a projected completion date. This can include renewals. • Revision - Any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision, enter the appropriate letter(s). More than one may be selected. If "Other" is selected, please specify in text box provided. A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration E. Other (specify) 	12.	Funding Opportunity Number/Title: (Required) Enter the Funding Opportunity Number and title of the opportunity under which assistance is requested, as found in the program announcement.
		13.	Competition Identification Number/Title: Enter the Competition Identification Number and title of the competition under which assistance is requested, if applicable.
		14.	Areas Affected By Project: List the areas or entities using the categories (e.g., cities, counties, states, etc.) specified in agency instructions. Use the continuation sheet to enter additional areas, if needed.
3.	Date Received: Leave this field blank. This date will be assigned by the Federal agency.	15.	Descriptive Title of Applicant's Project: (Required) Enter a brief descriptive title of the project. If appropriate, attach a map showing project location (e.g., construction or real property projects). For preapplications, attach a summary description of the project.
4.	Applicant Identifier: Enter the entity identifier assigned by the Federal agency, if any, or applicant's control number, if applicable.	16.	Congressional Districts Of: (Required) 16a. Enter the applicant's Congressional District, and 16b. Enter all District(s) affected by the program or project. Enter in the format: 2 characters State Abbreviation – 3 characters District Number, e.g., CA-005 for California 5 th district, CA-012 for California 12 th district, NC-103 for North Carolina's 103 rd district. <ul style="list-style-type: none"> • If all congressional districts in a state are affected, enter "all" for the district number, e.g., MD-all for all congressional districts in Maryland. • If nationwide, i.e. all districts within all states are affected, enter US-all. • If the program/project is outside the US, enter 00-000.
5a.	Federal Entity Identifier: Enter the number assigned to your organization by the Federal Agency, if any.		
5b.	Federal Award Identifier: For new applications leave blank. For a continuation or revision to an existing award, enter the previously assigned Federal award identifier number. If a changed/corrected application, enter the Federal Identifier in accordance with agency instructions.	17.	Proposed Project Start and End Dates: (Required) Enter the proposed start date and end date of the project.
6.	Date Received by State: Leave this field blank. This date will be assigned by the State, if applicable.		
7.	State Application Identifier: Leave this field blank. This identifier will be assigned by the State, if applicable.	18.	Estimated Funding: (Required) Enter the amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines, as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses.
8.	Applicant Information: Enter the following in accordance with agency instructions:		
a.	Legal Name: (Required): Enter the legal name of applicant that will undertake the assistance activity. This is the name that the organization has registered with the Central Contractor Registry. Information on registering with CCR may be obtained by visiting the Grants.gov website.		
b.	Employer/Taxpayer Number (EIN/TIN): (Required): Enter the Employer or Taxpayer Identification Number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US, enter 44-4444444.		
c.	Organizational DUNS: (Required) Enter the organization's DUNS or DUNS+4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained by visiting the Grants.gov website.		
d.	Address: Enter the complete address as follows: Street address (Line 1 required), City (Required), County, State (Required, if country is US), Province, Country (Required), Zip/Postal Code (Required, if country is US).	19.	Is Application Subject to Review by State Under Executive Order 12372 Process? Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the
e.	Organizational Unit: Enter the name of the primary organizational unit (and department or division, if applicable) that will undertake the		

	<p>assistance activity, if applicable.</p> <p>f. Name and contact information of person to be contacted on matters involving this application: Enter the name (First and last name required), organizational affiliation (if affiliated with an organization other than the applicant organization), telephone number (Required), fax number, and email address (Required) of the person to contact on matters related to this application.</p>	<p>State intergovernmental review process. Select the appropriate box. If "a." is selected, enter the date the application was submitted to the State.</p> <p>20. Is the Applicant Delinquent on any Federal Debt? (Required) Select the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.</p> <p>If yes, include an explanation on the continuation sheet.</p>		
<p>g.</p>	<p>Type of Applicant: (Required) Select up to three applicant type(s) in accordance with agency instructions.</p> <table border="0"> <tr> <td data-bbox="214 489 527 934"> <p>A. State Government</p> <p>B. County Government</p> <p>C. City or Township Government</p> <p>D. Special District Government</p> <p>E. Regional Organization</p> <p>F. U.S. Territory or Possession</p> <p>G. Independent School District</p> <p>H. Public/State Controlled Institution of Higher Education</p> <p>I. Indian/Native American Tribal Government: (Federally Recognized)</p> <p>J. Indian/Native American Tribal Government (Other than Federally Recognized)</p> <p>K. Indian/Native American Tribally Designated Organization</p> <p>L. Public/Indian Housing Authority</p> </td> <td data-bbox="527 489 852 976"> <p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>O. Private Institution of Higher Education</p> <p>P. Individual</p> <p>Q. For-Profit Organization (Other than Small Business)</p> <p>R. Small Business</p> <p>S. Hispanic-serving Institution</p> <p>T. Historically Black Colleges and Universities (HBCUs)</p> <p>U. Tribally Controlled Colleges and Universities (TCCUs)</p> <p>V. Alaska Native and Native Hawaiian Serving Institutions</p> <p>W. Non-domestic (non-US) Entity</p> <p>X. Other (specify)</p> </td> </tr> </table>	<p>A. State Government</p> <p>B. County Government</p> <p>C. City or Township Government</p> <p>D. Special District Government</p> <p>E. Regional Organization</p> <p>F. U.S. Territory or Possession</p> <p>G. Independent School District</p> <p>H. Public/State Controlled Institution of Higher Education</p> <p>I. Indian/Native American Tribal Government: (Federally Recognized)</p> <p>J. Indian/Native American Tribal Government (Other than Federally Recognized)</p> <p>K. Indian/Native American Tribally Designated Organization</p> <p>L. Public/Indian Housing Authority</p>	<p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>O. Private Institution of Higher Education</p> <p>P. Individual</p> <p>Q. For-Profit Organization (Other than Small Business)</p> <p>R. Small Business</p> <p>S. Hispanic-serving Institution</p> <p>T. Historically Black Colleges and Universities (HBCUs)</p> <p>U. Tribally Controlled Colleges and Universities (TCCUs)</p> <p>V. Alaska Native and Native Hawaiian Serving Institutions</p> <p>W. Non-domestic (non-US) Entity</p> <p>X. Other (specify)</p>	<p>21. Authorized Representative (Required) To be signed and dated by the authorized representative of the applicant organization. Enter the name (First and last name required) title (Required) telephone number (Required) fax number, and email address (Required) of the person authorized to sign for the applicant.</p> <p>A copy of the governing body's authorization for you to sign this application as the official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)</p>
<p>A. State Government</p> <p>B. County Government</p> <p>C. City or Township Government</p> <p>D. Special District Government</p> <p>E. Regional Organization</p> <p>F. U.S. Territory or Possession</p> <p>G. Independent School District</p> <p>H. Public/State Controlled Institution of Higher Education</p> <p>I. Indian/Native American Tribal Government: (Federally Recognized)</p> <p>J. Indian/Native American Tribal Government (Other than Federally Recognized)</p> <p>K. Indian/Native American Tribally Designated Organization</p> <p>L. Public/Indian Housing Authority</p>	<p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)</p> <p>O. Private Institution of Higher Education</p> <p>P. Individual</p> <p>Q. For-Profit Organization (Other than Small Business)</p> <p>R. Small Business</p> <p>S. Hispanic-serving Institution</p> <p>T. Historically Black Colleges and Universities (HBCUs)</p> <p>U. Tribally Controlled Colleges and Universities (TCCUs)</p> <p>V. Alaska Native and Native Hawaiian Serving Institutions</p> <p>W. Non-domestic (non-US) Entity</p> <p>X. Other (specify)</p>			

Appendix C: 2015 – 2016 Budget

2015-2016 Budget Year

Proposed Activities	HOME	CDBG
Administration/Planning	\$32,000.00	\$160,000.00
Housing Rehabilitation	\$67,919.00 040-4650-452.24-00	\$182,000.00 040-4640-452.24-00
Down payment Assistance	\$30,000.00 040-4650-452.47-00	
CHDO/New Construction	\$49,397.00 040-4650-452.62-00	
Public Service		\$100,000.00 040-4640-452.23-00
Acquisition/Clearance		<u>\$53,000.00</u> Demolition = \$15,000.00 040-4640-452.55-00 Acquisition = \$38,000.00 040-4640-452.27-00
Relocation		\$5,000.00 040-4640-452.08-00
Public Facility Improvements		\$200,000.00 040-4640-452.23-04
Economic Development		\$100,219.00 040-4640-452.80-00
New Construction (multi-family)	\$150,000.00 040-4650-452.62-00	
TOTAL	\$329,316.00	\$800,219.00



Appendix E: Publisher's Affidavits

PUBLISHER'S AFFIDAVIT

**NORTH CAROLINA
PITT COUNTY**

Bill Hudson affirms that he is ACCOUNT EXECUTIVE of

**The Daily Reflector, a newspaper published daily at Greenville, Pitt County,
North Carolina, and that the advertisement, a copy of which is hereto
attached, entitled**

GREENVILLE CITY PAGE - PUBLIC NOTICE - NOTICE OF COMMUNITY MEETING TO
RECEIVE COMMENTS ON THE 2014-2015 FISCAL YEAR DRAFT ANNUAL ACTION PLAN

was published in said The Daily Reflector on the following dates:

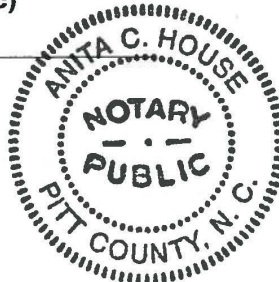
FEBRUARY 3, 2014 + FEBRUARY 10, 2014

**and that the said newspaper in which such notice, paper, document or legal
advertisement was published, was, at the time of each and every publication,
a newspaper meeting all of the requirements and qualifications of Chapter 1,
Section 597 of the General Statutes of North Carolina and was a qualified
newspaper within the meaning of Chapter 1, Section 597 of the General
Statutes of North Carolina.**

Bill Hudson
Affirmed and subscribed before me this 5th day
of March, 20 14
Anita C. House

(Notary Public)

My commission expires 11/17/16.



PUBLISHER'S AFFIDAVIT

**NORTH CAROLINA
PITT COUNTY**

Bill Huson affirms that he is ACCOUNT EXECUTIVE of
**The Daily Reflector, a newspaper published daily at Greenville, Pitt County,
North Carolina, and that the advertisement, a copy of which is hereto
attached, entitled**

GREENVILLE CITY PAGE- PUBLIC HEARING - 2014-2015 ANNUAL ACTION PLAN

was published in said The Daily Reflector on the following dates:

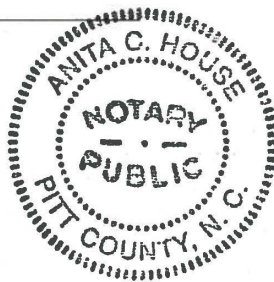
FEBRUARY 3, 2014 + FEBRUARY 10, 2014

**and that the said newspaper in which such notice, paper, document or legal
advertisement was published, was, at the time of each and every publication,
a newspaper meeting all of the requirements and qualifications of Chapter 1,
Section 597 of the General Statutes of North Carolina and was a qualified
newspaper within the meaning of Chapter 1, Section 597 of the General
Statutes of North Carolina.**

Bill Huson
Affirmed and subscribed before me this 5th day
of March, 2014
Anita C House

(Notary Public)

My commission expires 11/17/16



Appendix F: Citizen Participation Plan

<p style="text-align: center;">CITY OF GREENVILLE COMMUNITY DEVELOPMENT DEPARTMENT CITIZEN PARTICIPATION PLAN</p>
--

INTRODUCTION:

The U.S. Department of Housing and Urban Development (HUD) provides local governments the opportunity to operate Community Development Block Grant (CDBG) and HOME Programs. In order to participate in these programs, the City of Greenville is required to have a detailed Citizen Participation Plan, which contains the City's policies and procedures for public involvement in the Consolidated Plan process and the use of CDBG and HOME money. This plan must be available to the public.

Encouraging Public Participation:

The law requires that our Citizen Participation Plan both provide for and encourage public participation, emphasizing involvement by low and moderate-income persons, especially those located in Targeted Areas. Also, the U.S. Department of Housing and Urban Development expects the City of Greenville to take appropriate actions to encourage participation by minorities, non-English speaking persons, and persons with disabilities. Copies of the Citizen Participation Plan, as well as summaries and basic information pertaining to the CDBG, HOME program, and the Consolidated Planning process are available at the City of Greenville, Community Development Department, Housing Division office located at 201 West Fifth Street, Greenville, North Carolina. This plan supersedes all other plans.

The Role of Low Income People:

The law declares that the primary purpose of the programs covered by this Citizen Participation Plan is to improve communities by providing: decent housing, suitable living environments, and growing economic opportunity, all principally for low and moderate-income persons in CDBG and HOME Targeted Areas. Genuine involvement by low and moderate-income people must take place at all stages of the process, including: identifying needs, setting priorities among these needs, deciding how much money should be allocated to each high-priority need, and suggesting the types of programs to meet high-priority needs, as well as, overseeing the way in which the programs are carried out.

The Various Stages of the Consolidated Plan Process:

The policies and procedures in this Citizen Participation Plan relate to several stages of action mentioned in law or regulation. In general these stages or events include:

1. Identification of housing and community development needs.

2. Preparation of a draft use of funds for the upcoming year called the proposed Annual Action Plan. Every 5 years this process will include the preparation of a new proposed Consolidated Plan.
3. Approval of Plan by the Affordable Housing Loan Committee.
4. Formal approval by elected officials of a final Annual Action Plan or Consolidated Plan.
5. On occasion, it may be necessary to change the use of money already budgeted in an Action Plan, or to change priorities established in the Consolidated Plan. In that case, a formal Substantial Amendment will be proposed, considered, and acted upon. In these instances, major amendments (amendments that involve a change of funding greater than 20% of award) will require a public hearing and approval by the elected governing body prior to submission to HUD. Minor amendments will be approved by City Council however, no public hearing will be held.
6. After a “program year” is complete, an Annual Performance Report must be drafted for public review, comment, and forwarded to HUD.

The Program Year

The “program year” for the City of Greenville is July 1st through June 30th.

PUBLIC NOTICE

Items Covered by the Public Notice Requirements:

There shall be advanced public notice once a federally required document is available, such as the proposed Annual Action Plan or the Five-Year Consolidated Plan, any proposed Substantial Amendment to the Action Plan or Consolidated Plan, and the Annual Performance Report.

In addition, there shall be advanced public notice of all public hearings and all public meetings such as Affordable Housing Loan Committee meetings relating to the funds or planning process covered by this Citizen Participation Plan.

“Adequate” Public Notice

Adequate advance notice is “timely”; it is given with enough lead-time for the public to take informed action. The amount of lead-time can vary depending on the event. Specific amounts of time are given for different events later in this Citizen Participation Plan. The content of notices will give residents a clear understanding of the event being announced.

Forms of Public Notice

Public notices will be published in the “Daily Reflector” on the City Page or in a non-legal section of the newspaper.

PUBLIC ACCESS TO INFORMATION

As required by law, the City of Greenville will provide the public with reasonable and timely access to information and records relating to the data or content of the Consolidated Plan, as well as the proposed, actual, and past use of funds covered by this Citizen Participation Plan. Regarding the past use of funds, the law requires reasonable public access to records about any uses of these funds during the previous five years.

Also, as required by law, the City of Greenville will provide the public with reasonable and timely access to local meetings relating to the proposed or actual use of funds.

□ Standard Documents.

Standard documents include: the proposed and final Annual Action Plans, the proposed and final Consolidated Plan, proposed and final Substantial Amendments to an Annual Action Plan or the Consolidated Plan, Annual Performance Reports, and the Citizen Participation Plan.

□ Availability of Standard Documents.

In the spirit of encouraging public participation, copies of standard documents will be provided to the public at no cost and within two working days of a request. These materials will be available in a form accessible to persons with disabilities, when requested.

□ Places Where Standard Documents are Available.

Standard documents will be available at: City of Greenville Community Development Department, Housing Division located at 201 West Fifth Street; City Hall, 200 West Fifth Street, and other public facilities as needed.

PUBLIC HEARINGS:

Public hearings are required by law in order to obtain the public's views and to provide the public with the City's responses to public questions and proposals.

The law requires public hearings at all stages of the process including: an initial public hearing to discuss community needs, proposed uses of funds, and a final public hearing to adopt the Annual Action Plan and or Consolidated Plan.

Access to Public Hearings:

Public hearings will be held only after there has been adequate notice as described in the Public Notice part of this Citizen Participation Plan, including a display advertisement in the Daily Reflector's City Page or the non-legal section of the newspaper. The advertisement will run twice, the first which will run no less than 14 days prior to the public hearing. Public hearings will be held at 7:00 p.m. a time convenient to most people who might benefit from the use of funds.

Public hearings are held in the City Council Chambers located at City Hall, 200 West Fifth Street, Greenville, North Carolina. The facility is accessible by bus and otherwise convenient and not intimidating to most people who might benefit from the use of funds.

□ **Public Hearings and Populations with Unique Needs.**

All public hearings will be held at locations accessible to people with disabilities, and provisions will be made for people with disabilities when requests are made at least five working days prior to a hearing. Translators will be provided for people who do not speak English when requests are made at least five working days prior to a hearing. Persons with disabilities needing assistance should call (252) 329-4060 (Teletypewriter (TTY), machine used to transmit and/or receive communications on printed page and/or tape).

□ **The Conduct of Public Hearings.**

To ensure that public hearings are meaningful to residents, each public hearing will be conducted during a typical City Council meeting.

THE STAGES IN THE PROCESS:

A. IDENTIFYING NEEDS.

Because the housing and community development needs of low and moderate income people are so great and so diverse priorities must be set in order to decide which needs should get more attention and more resources than other needs; this is the basic reason the Consolidated Plan exists.

The laws and regulations require a public hearing each year to obtain residents' opinions about needs and what priority those needs have.

Public hearings about needs will be completed before a draft Annual Action Plan is published for comment so that the needs identified can be considered by the City and addressed in the draft Annual Action Plan.

B. THE “PROPOSED” ANNUAL ACTION PLAN and/or CONSOLIDATED PLAN.

The law providing the funds covered by this Citizen Participation Plan calls for improved accountability of jurisdictions to the public. In that spirit and in compliance with the terms of the law, the City of Greenville will use the following procedures:

□ **General Information.**

At the beginning of this stage, the City of Greenville will provide the public with an estimate of the amount of CDBG and HOME funds it expects to receive in the upcoming year, along with a description of the range of types of activities that can be funded with these resources. Also, the public will be given an estimate of the amount of these funds, which will be used in ways that will benefit low and moderate-income people.

The Anti-displacement Plan of the City of Greenville, Resolution Number 07-35, was adopted May 10, 2007 to minimize the extent to which low and moderate income persons will have to leave their homes as a result of the use of these federal dollars (called “displacement”) will also be available at this time. The anti-displacement plan describes the City of Greenville’s policy regarding displacement and the efforts to minimize displacement.

□ **Technical Assistance.**

City staff will work with non-profit organizations representative of low and moderate-income people who are interested in submitting a proposal to obtain funding for Public Service Projects. Public Services may include homeownership counseling, youth development and employment training to low-moderate income persons in targeted areas. Notice of funding availability will be mailed directly to known non-profits and advertised. All potential applicants for funding are encouraged to contact City staff for technical assistance before completing a proposal. Up to 15% of CDBG Entitlement funds will be made available for projects. The regular funding cycle will begin in September of each year. Advertisement of funding availability will begin the process. The Affordable Housing Loan Committee will review and make recommendations on non-profit proposals to City Council during the regularly scheduled March meeting.

□ **Availability of a Proposed Annual Action Plan.**

The City of Greenville will notify the public that a Proposed Annual Action Plan is available so that persons in the affected areas, and others, will have a reasonable opportunity to examine it and to submit comments.

Copies of the Proposed Annual Action Plan will be made available to the public for free and without delay. So that low and moderate income people can determine the degree that they might be affected, the Proposed Annual Action Plan will be complete, containing: all HUD-required sections, the HUD-required Priorities Table, and a written description of all proposed uses of CDBG and HOME. At a minimum, this description shall include the type of activity, its location, and the amount of federal money to be allocated to it.

□ **Public Hearing and Further Action.**

A public hearing about the Proposed Annual Action Plan will be conducted. In preparing a Final Annual Action Plan, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony at the public hearing or submitted in writing during the review and comment period. The Final Annual Action Plan will have a section that presents all comments, plus explanations why any comments were not accepted.

C. THE “FINAL” ANNUAL ACTION PLAN and/or CONSOLIDATED PLAN.

Copies of the Final Annual Action Plan and a summary will be made available to the public for free and within two days of a request. In addition, copies will be available at the locations specified above in the section, “Public Access to Information”.

D. “AMENDMENTS” TO THE ANNUAL ACTION PLAN and/or CONSOLIDATED PLAN.

The Final Annual Action Plan will be amended anytime there is a change in one of the Priorities presented on the HUD-required Priority Table, a change in the use of money to an activity not mentioned in the Final Annual Action Plan; a change in the purpose, location, scope, or beneficiaries of an activity (described more fully later). The public will be notified whenever there is a substantial amendment. Substantial Amendments will require a Public Hearing prior to the approval of such amendments. Minor amendments will be approved by City Council; however no public hearing will be necessary.

□ **“Substantial” Amendments.**

The following will be considered “substantial” amendments:

1. A change in the use of CDBG money greater than 20% from one activity to another.
2. A change in the use of HOME money greater than 20% from one activity to another.
3. The elimination of an activity originally described in the Annual Action Plan.
4. The addition of an activity not originally described in the Annual Action Plan.
5. A change in the purpose of an activity, such as a change in the type of activity or its ultimate objective; for example, a change in a construction project from housing to commercial.
6. A meaningful change in the location of an activity.

7. A change in the scope of an activity, such that there is greater than a 20% increase or decrease in the amount of money allocated to the activity.

□ **Public Notice and Public Hearing for Substantial Amendments.**

There must be reasonable notice of a proposed Substantial Amendment so that residents will have an opportunity to review it and comment on it. Notice will be made according to the procedures described earlier in this Citizen Participation Plan, with the addition of the following procedures specifically for Substantial Amendments:

1. A detailed written description of the proposed Substantial Amendment will be made available to the public.
2. There will be a public hearing regarding the proposed Substantial Amendment conducted by the Mayor and City Council. This public hearing will not take place until the public has had adequate time to review the proposed Substantial Amendment.
3. In preparing a Final Substantial Amendment, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony at the public hearing or submitted in writing during the review and comment period. The Final Substantial Amendment will have a section that presents all comments, plus explanations why any comments were not accepted.

E. THE ANNUAL PERFORMANCE REPORT:

Every year, the City of Greenville must send to HUD an Annual Performance Report within 90 days of the close of the program year. In general the Annual Performance Report must describe how funds were actually used and the extent to which these funds were used for activities that benefited low and moderate-income people.

□ **Public Notice for Annual Performance Report.**

There must be reasonable notice that an Annual Performance Report is available so that residents will have an opportunity to review and comment. Notice will be made according to the procedures described earlier in this Citizen Participation Plan, with the addition of the following procedures specifically for Annual Performance Reports:

1. There will be 30 days advance notice of the availability of an Annual Performance Report before the report is submitted to HUD.
2. A complete copy of the Annual Performance Report will be made available to the public.

3. In preparing an Annual Performance Report for submission to HUD, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony or submitted in writing. The Annual Performance Report sent to HUD will have a section that presents all comments and explanations why any comments were not accepted.

COMPLAINT PROCEDURES:

Written complaints from the public will receive a meaningful, written reply within fifteen (15) working days.

CHANGING THE CITIZEN PARTICIPATION PLAN:

This Citizen Participation Plan can be changed only after the public has been notified and only after the public has had a reasonable chance to review and comment on proposed substantial changes.

Adopted this 8th day of May 2008.

Signature on File

Patricia C. Dunn, Mayor

Attest:

Signature on File

Wanda Elks, City Clerk

Appendix G: Anti-Displacement and Relocation Assistance Plan

RESOLUTION NO. 07-35

A RESOLUTION OF THE CITY OF GREENVILLE ADOPTING A
RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN,
AS REQUIRED UNDER SECTION 104 (d) OF THE HOUSING AND COMMUNITY
DEVELOPMENT ACT OF 1974 AS AMENDED

WHEREAS, Section 104 (d) of the Housing and Community Development Act of 1974 (ACT), as amended, and implementing regulations require that each applicant for Community Development Block Grant (CDBG) funds must adopt, make public and certify that it is following a residential anti-displacement and relocation assistance plan; and

WHEREAS, the City of Greenville receives funding from the U. S. Department of Housing and Urban Development (HUD) for Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of Greenville, do hereby adopt the residential anti-displacement and relocation assistance plan as described below.

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

In accordance with this statute, the City of Greenville will replace all occupied and vacant occupiable livable low/moderate-income dwelling units demolished or converted to a use other than low/moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 570.606 (b) (1).

All replacement housing will be provided within 3 years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the City of Greenville will make public and submit to the U. S. Department of Housing and Urban Development, the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of replacement dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;

5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of housing units with smaller dwelling units (e.g., a 2 bedroom unit with two 1 bedroom units), or any proposed replacement of efficiency or single room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs priorities identified in the City of Greenville's approved Consolidated Plan (CP).

The City of Greenville will provide relocation assistance, as described in the ACT and implementing regulations, to each low/moderate-income household displaced by the demolition of housing or by the conversion of a low/moderate-income dwelling to another use as a direct result of assisted activities. Consistent with the goals and objectives of activities assisted under the Act, the City of Greenville adopts the following policies to minimize displacement of persons from their homes:

A. NONDISCRIMINATION STATEMENT

There will be no discrimination based on race, age, sex, national origin, religion, and ethnic background in the provision of information, counseling, referrals, or other relocation services to persons displaced by CDBG activities. The practices and methods of the administration of this Residential Anti-displacement and Relocation Assistance Plan will not result in the displacement of persons because of their race, color, religion, sex, age, handicap, or national origin.

All information and counseling to tenants will include:

- Opportunities to select a replacement dwelling from a full range of neighborhoods within the total housing market.
 - Individual rights under the Federal Fair Housing laws.
 - How to search for suitable replacement housing.
1. Coordinate code enforcement with rehabilitation and housing assistance programs.
 2. Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undo financial burden on established homeowners and tenants.
 3. Establish counseling to provide homeowners and tenants with information on assistance available to help them remain in their neighborhoods in the face of revitalization pressures.

B. DISPLACED PERSONS

Any person that is moved from real property or moves his or her personal property from real property permanently as a direct result of one or more of the following activities:

1. Acquisition of or written notice of intent to acquire, or initiation of negotiations to acquire, such real property, in whole or in part, for a project.
2. Rehabilitation or demolition of such real property for a project.
3. Rehabilitation, demolition, or acquisition, (or written notice of intent) of all or part of other real property on which the person conducts a business or farm operation, for a project.

C. PERSONS NOT ELIGIBLE FOR ASSISTANCE

A person is not eligible for relocation assistance under the provisions of the URA if any of the following occurs:

- The person was evicted for serious or repeated violation of the terms and conditions of the lease or occupancy agreement, violations of applicable Federal, State or local law, or other good cause. However, if the person was evicted only to avoid the application of URA, then that person is considered displaced and is eligible for assistance.
- The person has no legal right to occupy the property under State or local law.
- The Municipality determines that the person occupied the property to obtain relocation assistance and the HUD field office concurs in that determination.
- The person is a tenant-occupant that moved into the property after a certain date, specified in the applicable program regulation, and before leasing and occupying the property, the City of Greenville or its subgrantee provided the tenant-occupant written notice of the application for assistance, the project's impact on the person, and the fact that he or she would not qualify as a "displaced person" because of the project.
- The person is a tenant-occupant of a substandard dwelling that is acquired or a tenant-occupant of a dwelling unit to which emergency repairs are undertaken and the HUD Field Office concurs that:
 - Such repairs or acquisition will benefit the tenant;
 - Bringing the unit up to a safe, decent, and sanitary condition is not feasible;
 - The tenant's new rent and average estimated monthly utility costs will not exceed the greater of: the old rent/utility cost or 30 percent of gross household income; or
 - The project will not impose any unreasonable change in the character or use of the property.
- The person is an owner-occupant of the property who moves because of an arm's length acquisition.
- The City of Greenville or subgrantee notifies the person that they will not displace him or her for the project.
- The person returns the right of use and occupancy of the real property for life following the acquisition.

- The City of Greenville determines that the person is not displaced as a direct result of the acquisition, rehabilitation, or demolition for the project and the HUD Field Office concurs in the determination.

MINIMIZING DISPLACEMENT

As a general philosophy, the City of Greenville will take reasonable steps to minimize displacement occurring as a result of its CDBG and HOME activities. This means that Community Development Division will:

1. Consider if displacement will occur as a part of funding decisions and project feasibility determinations.
2. Assure, whenever possible that occupants of buildings to be rehabilitated are offered an opportunity to return.
3. Plan substantial rehabilitation in “stages” to minimize displacement.
4. Meet all HUD notification requirements so that affected persons do not move because they have not been properly informed about project plans and their rights.

ANTI-DISPLACEMENT POLICY

The City of Greenville policy is to minimize to the greatest extent feasible, the displacement, whether permanently or temporarily, of persons (families, individuals, businesses, non-profit organizations, or farms) from projects funded with CDBG or HOME involving single or multifamily rehabilitation, acquisition, commercial rehabilitation, demolition, economic development, or capital improvement activities.

Projects that the City of Greenville deems beneficial by that may cause displacement may be recommended and approved for funding only if the City or its subgrantee demonstrates that such displacement is necessary and vital to the project and that they take efforts to reduce the number of persons displaced. Further, they must clearly demonstrate that the goals and anticipated accomplishments of a project outweigh the adverse effects of displacement imposed on persons who must relocate.

DISPLACEMENT ASSISTANCE

Consistent with the goals and objectives of the CDBG and HOME programs, the City will take all reasonable steps necessary to minimize displacement even temporarily of very low-income persons by persons from a higher income group. If the City displaces a low or moderate-income household, that household becomes eligible for certain relocation payments. The assistance applies to those persons residing in the residence at the time the project is approved. Each residential person who earns less than 80 percent of the area median income and who is required to move permanently as a result of a project under CDBG or HOME program shall be entitled to assistance based on the following procedures:

1. Notices and Other Advisory Services

All occupants are entitled to timely notice explaining whether or not they will be displaced. Occupants to be displaced must be informed of their eligibility for relocation assistance and the nature of the assistance. Those occupants not to be displaced must be informed of the terms and conditions under which they may occupy the property upon completion of the project. A displaced person must be advised of his or her rights under the Fair Housing Act (42 U.S.C. 3601-19). Each notice shall be personally served or sent by certified or registered first-class mail, return receipt request, date of delivery and documented in the agency files.

2. Moving Expenses

A displacee may choose to receive payment for moving and related expenses by reimbursement of Actual Moving and Related Expenses, or Receipt of a Fixed Payment based upon the current Uniform Relocation Act (URA) schedule.

3. Replacement Housing Assistance

A displaced tenant or owner occupant for 90 days that rents a replacement dwelling is entitled to a payment not to exceed \$5,250.00. This payment may be for a period of 42 months and is offered in order to reduce the monthly rent and estimated average monthly cost of utilities for a comparable replacement dwelling.

4. Section 8 Assistance

Where possible, eligible persons will be offered Section 8 Housing Certificate of Family Participation or Voucher. The Certificate or Voucher will reduce the monthly costs (rent and utilities) to 30 percent of income. The definition of a suitable replacement dwelling shall be:

- a. Decent, safe, and sanitary.
- b. Available at a monthly housing cost (rent and utilities) that does not exceed 30 percent of the gross income of all members of the individual's household who are 18 years of age or older.
- c. Located in an area that is not subject to unreasonable adverse environmental conditions, is not generally less desirable than the location of the displaced person's dwelling with respect to public utilities, and commercial and public facilities, and is reasonably accessible to the person's place of employment (or to sources of employment if the person is unemployed but seeking work).

F. **RESIDENTIAL PERSONS TEMPORARILY DISPLACED**

Each residential person who earns less than 80 percent of the median income and who is required to move temporarily as a direct result of a project assisted under a CDBG or HOME Program shall be entitled to assistance in accordance with the following policies:

1. Timely Information. The person shall be personally contacted or sent certified or registered first-class mail, return receipt requested, notice of temporary displacement. The notice shall fully explain the reason for the temporary displacement and indicate the person's eligibility for relocation assistance.
2. Advisory Services. The individual shall be provided appropriate advisory services to minimize hardships in adjusting to the relocation.
3. Replacement Housing Assistance. No displacee earning less than 80 percent of median income shall be required to move temporarily unless given a reasonable choice of opportunities to lease and move to a suitable replacement dwelling.
4. Temporary Relocation Housing. The displacee shall be reimbursed for any increase in rent and utility costs in the temporary unit (The utility cost increase may be estimated) incurred in connection with the move.
The housing offered for the temporary period shall be decent, safe, and sanitary. These funds will be paid by the investor-owner. CDBG or HOME funds can be used for this purpose.
5. Moving expenses. The displacee must be reimbursed by the investor-owner for all reasonable out-of-pocket expenses. CDBG or HOME funds can be used for this purpose.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Greenville, North Carolina hereby adopts the Residential Anti-displacement and Relocation Assistance Plan for the City of Greenville dated May 10, 2007.

Adopted this 10th day of May, 2007.

/s/Robert D. Parrott
Robert D. Parrott, Mayor

ATTEST:

/s/Wanda T. Elks
Wanda Elks, City Clerk

Appendix H: Affirmative Marketing Policy

**CITY OF GREENVILLE
AFFIRMATIVE MARKETING POLICY
(EQUAL HOUSING OPPORTUNITY)**

It is the policy of the Community Development Department's Housing Division of the City of Greenville to not discriminate against any person on the basis of race, color, national origin, sex, religion, familial status, or disability:

6. In the sale or rental of housing or residential lots;
7. In advertising the sale or rental of housing;
8. In the finance of housing;
9. In the provision of real estate brokerage services; or
10. In the appraisal of housing.

STATEMENT

This Affirmative Marketing Policy ("the Policy") is developed for use in HOME Investment Partnerships Program ("HOME") funded projects in accordance with the HOME Program regulations, including but not limited to 24 CFR 92.351, of the U.S. Department of Housing and Urban Development ("HUD"). The Policy is a commitment by the City of Greenville, a participating jurisdiction, and the HOME-funded participant ("Beneficiary"). The Beneficiary shares responsibility with the City to inform the public about the Federal Fair Housing Laws, soliciting eligible persons without regard to race, color, national origin, sex, religion, familial status or disability into the affordable housing market and evaluating the effectiveness of these marketing efforts.

This Affirmative Marketing Policy is documented and maintained in the Housing Division records, and shall be included in all HOME project proposals and agreements and HOME project files. The Beneficiary is held to the terms of the Policy by the requirement in the applicable HOME Subrecipient or HOME/Community Housing Development Organization ("CHDO") Agreement.

PURPOSE

In accordance with the regulations of the HOME Program and in furtherance of the City of Greenville's commitment to fair housing and equal housing opportunity, this Policy establishes

procedures to affirmatively market rental or residential units constructed or rehabilitated under the HOME Program. These procedures are designed to assure that individuals who normally might not apply for available housing units because they are socially and/or economically disadvantaged are provided an opportunity to apply.

1. METHODS THE CITY WILL USE TO INFORM THE PUBLIC, POTENTIAL TENANTS, AND POTENTIAL OWNERS ABOUT FEDERAL FAIR HOUSING LAWS AND AFFIRMATIVE MARKETING POLICIES AND PROCEDURES

A. The Community Development Department's Housing Division of City of Greenville shall be responsible for implementing the Affirmative Marketing Policy and evaluating its effectiveness as required by the HOME Program. This responsibility shall include, but is not limited to the following:

- 1) Inform the community about its Affirmative Marketing Policy through periodic updates with its Affordable Housing Partners, through training workshops with its HOME Subrecipients and HOME/CHDO applicants, advertisements in the local newspapers of general circulation and other media outlets targeted to special groups and areas, and by posting the Policy on the City website (www.greenvillenc.gov).
- 2) Display the HUD Equal Housing Opportunity ("EHO") logo or slogan on all graphic presentations by the City concerning the HOME Program including but not limited to press releases and advertisements.
- 3) Provide the beneficiary copies of the brochure "Fair Housing, Equal Opportunity for All" provided by HUD or a similar document at the time they receive (or apply for) HOME funding. The beneficiary shall provide initial homeowners, tenants, and rental property owners with copies.
- 4) Provide general information and telephone reference numbers to persons contacting the Housing Division with questions regarding Affirmative Marketing, Federal Fair Housing, tenant's rights, affordable housing, special needs housing and correction of substandard conditions in tenant-occupied dwellings.

2. REQUIREMENTS AND PRACTICES ALL HOUSING PROJECT BENEFICIARIES MUST ADHERE TO IN ORDER TO CARRY OUT THE CITY'S AFFIRMATIVE MARKETING POLICY.

At a minimum, each Beneficiary of a housing project assisted or partially assisted with HOME Program funds shall:

- 1) Incorporate an EHO logo or statement in its correspondence (including any lease or purchase agreement), which shall be used relating to the HOME program.
 - 2) Affirmatively state a position of equal opportunity in housing when advertising the units or vacancies. *At a minimum*, each Beneficiary must:
 - a. Use the EHO logo in print and visual electronic advertising media;
 - b. Broadcast an “Equal Housing Opportunity” statement if radio advertising is utilized; and
 - c. Display the HUD Fair Housing poster in a high traffic area of its central sales/rental office.
3. PROCEDURES TO BE USED BY BENEFICIARIES OF PROJECTS THAT HAVE 5 OR MORE HOME ASSISTED UNITS TO INFORM AND SOLICIT APPLICATIONS FROM PERSONS IN THE HOUSING MARKET AREA WHO ARE NOT LIKELY TO APPLY FOR HOUSING WITHOUT SPECIAL OUTREACH
- A. Each Beneficiary of a project that has five (5) or more HOME assisted units, shall at a minimum:
- 1) Consider factors such as price or rent of housing, the racial/ethnic characteristics of the neighborhood in which housing is to be located, the population within the housing market area, public transportation routes, etc., to determine which group(s) of the existing population are believed to be the ***least likely to apply without special outreach***. The Beneficiary may use census data, neighborhood surveys, and information from local government agencies, real estate associations and community-based organizations as acceptable sources to gather this information.
 - 2) Describe the marketing plan to be used in the initial sales/rental phase as well as the ongoing marketing phase, to attract all segments of the eligible population, especially those groups designated as least likely to apply. This shall include the type of commercial media to be used, identity of the circulation or audiences of the media identified in the plan, and other

community contacts and organizations used to reach populations needing special outreach.

- 3) Post and/or distribute information on the project to any such special needs groups that are being targeted for residence in the units.

4. RECORDS THAT WILL BE KEPT DESCRIBING ACTIONS TAKEN BY THE CITY AND BENEFICIARIES TO AFFIRMATIVELY MARKET UNITS AND RECORDS TO ASSESS ACTIONS.

A. The City of Greenville will keep the following records:

- 1) Copies of all meeting agendas and related materials of the City's Affordable Housing Loan Committee pertaining to this Policy, and all agendas and training materials of any HOME/CHDO training workshop pertaining to this Policy.
- 2) Copies of all press releases, advertisements and other written and electronic materials that pertain to this Policy

B. The City shall also require all Beneficiaries assisted with HOME funds to maintain records of how vacancies were advertised. All Beneficiaries shall maintain a record of classified advertisements, flyers, electronic media spots, or other marketing materials used to affirmative market HOME assisted units for two years.

C. The Beneficiary of a project that has five (5) or more HOME assisted units shall also maintain a record of applicants for vacant units with a general profile of the applicant and shall denote the following:

- 1) How the applicant learned of the vacancy;
- 2) Outcome (acceptance or rejection) of the applicant; and
- 3) If rejected, why.

D. Each Beneficiary shall submit to the City annual reports through June 30th, as established by the HOME or HOME/CHDO Agreement, identifying those served.

5. DESCRIPTION OF HOW THE CITY OF GREENVILLE WILL ASSESS THE SUCCESS OF AFFIRMATIVE MARKETING ACTIONS, AND WHAT CORRECTIVE ACTIONS WILL BE TAKEN.

- A. The Affirmative Marketing Policy will be assessed on an annual basis by June 30th and will include a summary of the “good faith efforts” taken by the City and by HOME and HOME/CHDO Beneficiaries in the CAPER.
- B. The City will compare the information compiled in Section 4: “Record keeping,” and evaluate the degree to which statutory and policy objectives were met. If the required steps were taken, the City will make an assumption that good faith efforts were made to carry out these procedures.
- C. In conjunction with the annual on-site monitoring reviews conducted by the City, the Beneficiary shall produce records of:
 - 1) Affirmative marketing efforts;
 - 2) Applicants; and
 - 3) Outcome.
- D. The City will take corrective action if it is determined that a Beneficiary has failed to carry out affirmative marketing efforts as required. The City will provide written notice to the Beneficiary of the problems that have been identified and the corrective action steps that need to be taken. The City shall follow all procedures for taking corrective action as provided in the City of Greenville Consolidated Plan for the HOME Program.

Adopted this ____ day of June, 2009.

Signature on File
Patricia C. Dunn, Mayor

Attest:

Signature on File
Wanda Elks, City Clerk

Appendix I: Section 3 Plan

RESOLUTION 012-12
A RESOLUTION TO ADOPT THE SECTION 3 PLAN
TO COMPLY WITH 24 CFR, PART 135 OF THE UNITED STATES DEPARTMENT OF
HOUSING AND URBAN DEVELOPMENT SECTION 3

WHEREAS, the United States Congress passed Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3) to further the goal of ensuring that federal funds benefit the residents of projects funded wholly or in part by those funds; and

WHEREAS, Part 135 of Section 3 is to establish the standards and procedures to be followed to ensure that the objectives of Section 3 are met; and

WHEREAS, the City of Greenville Community Development Department staff has developed a Section 3 Plan in adherence to 24 CFR, Part 135 that more comprehensively addresses the standards and procedures prescribed in the Act;

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Greenville authorizes the Community Development Department to adopt and implement the Section 3 Plan to ensure compliance with Federal Law.

Adopted this 8th day of March, 2012.

Signature on File
Allen M. Thomas, Mayor

ATTEST:

Signature on File
Carol L. Barwick, City Clerk

City of Greenville Section 3 Plan	2012
--	-------------

Community Development Department
201 West 5th Street
Greenville, NC 27834
Adopted March 8, 2012
DM #919470

Table of Contents

General Policy Statement	3
Section 3 Purpose	3
Section 3 Contracting Policy and Procedure	3
Section 3 Plan	4
Section 3 Employment & Training Goals.....	4
Section 3 Program Participant Certification Procedure	4
Preference for Contracting With Section 3 Business Concerns.....	5
Assisting Contractors to Achieve Section 3 Goal Hiring and Contracting Goals	5
Section 3 Business Certification Procedure	6
Efforts to Award Contract Opportunities to Section 3 Business Concerns	6
Section 3 Residents Recruitment, Training, and Employment Goals	7
Employment of Section 3 Program Participants.....	7
Contractor’s Requirements in Employing Section 3 Participants	8
Internal Section 3 Complaint Procedure	9
Definitions.....	10
Exhibit 1 - Section 3 Clause	14
Exhibit 2 - Section 3 Contracting Policy and Procedure	16
Exhibit 3 – Business Certification and Resident Application	17
Application Checklist for Completeness	19
Application.....	20
Section 3 Resident Application.....	22
Section 3 Acknowledgement	24

I. General Policy Statement

It is the policy of the Community Development Department of the City of Greenville to require its contractors to provide equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, sex, national origin, disability, veteran's or marital status, or economic status and to take affirmative action to ensure that both job applicants and existing employees are given fair and equal treatment.

The Community Development Department implements this policy through the awarding of contracts to contractors, vendors, and suppliers, to create employment and business opportunities for Section 3 residents and other qualified low- and very low-income persons.

The policy shall result in a reasonable level of success in the recruitment, employment, and utilization of Greenville's Section 3 residents and other eligible persons and Section 3 businesses for contracts partially or wholly funded with Section 3 covered funding from the United States Department of Housing and Urban Development (HUD). The Community Development Department shall examine and consider a contractor's or vendor's potential for success by providing employment and business opportunities to Section 3 residents prior to acting on any proposed contract award.

II. Section 3 Purpose

Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u) (Section 3) requires the Community Development Department to ensure that employment and other economic and business opportunities generated by the Department of Housing and Urban Development (HUD) Section 3 financial assistance, to the greatest extent feasible, are directed to public housing residents and other low-income persons, particularly recipients of government housing assistance, and business concerns that provide economic opportunities to low- and very-low income persons.

III. Section 3 Contracting Policy and Procedure

The Community Development Department will adopt a Section 3 Contracting Policy and Procedure to be included in all procurements generated for use with covered HUD funding. The policy and procedure contains goal requirements for awarding contracts to Section 3 Business Concerns.

All contractors/businesses seeking Section 3 preference must complete certifications, as appropriate, as acknowledgement of the Section 3 contracting and employment provisions required before submitting bids/proposals to the Community Development Department. Such certifications shall be adequately supported with appropriate documentation as referenced in the Section 3 Business Application.

IV. Section 3 Plan

The Community Development Department will maintain a Section 3 Action Plan to identify the goals, objectives, and actions that will be implemented to ensure compliance with the requirements of Section 3. In addition, contractors will be required to submit a Section 3 Action Plan on each project.

V. Section 3 Employment & Training Goals

It is the policy of the Community Development Department to utilize residents and other Section 3 eligible persons and businesses in contracts partially or wholly funded with Section 3 covered funding from the Department of Housing and Urban Development (HUD). The Community Development Department has established employment and training goals that contractors and subcontractors should meet in order to comply with Section 3 requirements. (Reference 24 CFR 135.30 – Numerical goal for meeting the greatest extent feasible requirement). The numerical goal is:

- Thirty percent (30%) of the aggregate number of new hires in any fiscal year for contractors with contracts funded with federal grant funds.

It is the responsibility of contractors, vendors and suppliers to implement progressive efforts to attain Section 3 compliance. Any contractor that does not meet the Section 3 numerical goals must demonstrate why meeting the goals were not feasible. All contractors submitting bids or proposals to the Community Development Department are required to certify that they comply with the requirements of Section 3.

The Section 3 Contract Clause specifies the requirements for contractors hired for Section 3 covered projects. The Section 3 Clause must be included in all Section 3 covered projects. The Section 3 Contract Clause is included in Exhibit 1.

VI. Section 3 Program Participant Certification Procedure

The Community Development Department has developed a partnership with Pitt Community College Job Training program, to meet the Section 3 resident requirement. Pitt Community College will certify Section 3 program participants who reside in the City of Greenville and who are seeking preference in training and employment by completing and attaching adequate proof of Section 3 eligibility, as required (see Exhibit 3 – Section 3 Business Certification and Resident Application).

VII. Preference for Contracting With Section 3 Business Concerns

The Community Development department, in compliance with Section 3 regulations, will require contractors and subcontractors (including professional service contractors) who receive Section 3 covered funds (any Housing and Community Development funds that are housing rehabilitation, housing construction, and other public construction) to direct their efforts towards contracting with Section 3 business concerns in the following order of priority:

- **Category 1:** Business concerns that are 51% or more owned by residents of the housing development for which the work is performed, or whose full-time, permanent workforce includes 30% of these persons as employees.
- **Category 2:** Business concerns that are 51% or more owned by residents of the Housing Authority other than the housing development where the work is to be performed; or whose full-time permanent workforce includes 30% of these persons as employees.
- **Category 3:** Business concerns that are 51% or more owned by a Section 3 resident(s), or whose permanent, full-time workforce includes no less than 30% Section 3 residents (category 4 business); or that subcontract in excess of 25% of the total amount of subcontracts to Section 3 business concerns.
- **Category 4:** HUD Youthbuild programs being carried out in the service area in which Section 3 covered assistance is expended.

All contractors and subcontractors who receive awards are expected to extend, to the greatest extent feasible, efforts to achieve the numerical goals established by Community Development Department. In addition, contractors and subcontractors who receive awards exceeding \$100,000 in one program year share have the responsibility of enforcing the Section 3 regulations and requirements.

VIII. Assisting Contractors to Achieve Section 3 Goal Hiring and Contracting Goals

The Community Development Department will assist contractors in achieving Section 3 hiring and contracting goals by:

1. Requiring the contractor to submit a Section 3 Action Plan, to the Section 3 Coordinator complete with the number of subcontracting and/or employment opportunities expected to be generated from the initial contract.
2. The contractor(s) will be referred to Pitt Community College for obtaining a list of interested and qualified Section 3 residents for construction projects when new hires are expected as a result of the contract.

3. Pitt Community College will inform contractor of known issues that might affect Section 3 residents from performing job related duties.
4. Section 3 Coordinator will provide contractor with a list of Section 3 business concerns interested and qualified for construction projects.
5. Section 3 Coordinator will review the new hire clause with contractors and subcontractors to ensure that the requirement is understood. It is not intended for contractors and subcontractors to terminate existing employees, but to make every effort feasible to employ Section 3 program participants before any other person, when hiring additional employees needed to complete proposed work to be performed with HUD (federal) funds.

IX. Section 3 Business Certification Procedure

Any business seeking Section 3 preference in the awarding of contracts with the Community Development Department shall complete the Section 3 Business Certification form (see Exhibit 3, Business Certification and Resident Application), which can be obtained from the City's Section 3 Coordinator. The business seeking Section 3 preference must be able to provide adequate documentation as evidence of eligibility for preference under the Section 3 Program.

Certifications for Section 3 preference for business concerns must be submitted to the Section 3 Coordinator prior to the submission of bids for approval. If the Section 3 Coordinator previously approved the business concern to be Section 3 certified, then the certification can be submitted along with the bid. Section 3 business concerns certifying as "Subcontracting Commitment" must be certified on a per-project basis.

X. Efforts to Award Contract Opportunities to Section 3 Business Concerns

The Community Development Department may use the following methods to notify and contract with Section 3 business concerns when contracting opportunities exist.

- Advertise contracting opportunities via newspaper, mailings, posting notices that provide general information about the work to be contracted and where to obtain additional information.
- Provide written or electronic notice of contracting opportunities to all known Section 3 business concerns. The notice will be provided in sufficient time to enable business concerns the opportunity to respond to the bid invitation.
- Conduct workshops on contracting procedures to include bonding and insurance requirements, and other pertinent requirements, in a timely manner in an effort to allow Section 3 business concerns the opportunity to take advantage of any upcoming contracting opportunities.

- Contact business assistance agencies, Minority and Women’s Business Enterprise (M/WBE) contractor associations and community organizations to inform them of contracting opportunities and to request their assistance in identifying Section 3 businesses.
- Establish relationships with the Small Business Administration (SBA), Minority and Women’s Business Enterprise M/WBE association, Community Development Corporations, and other sources as necessary to assist with educating and mentoring residents with a desire to start their own businesses.
- Seek out referral sources in order to ensure job readiness for Section 3-qualified residents through on-the-job-training and mentoring to obtain necessary skills that will transfer into the external labor market.

Section 3 Preference Policy

- The City of Greenville will grant a preference credit of 10%, up to a value of \$2,999.99, to a certified Section 3 business when evaluating any competitive solicitation.

In order for a vendor to be considered for Section 3 Preference points the vendor must be a certified Section 3 business concern as defined in IX of this Plan.

XI. Section 3 Residents Recruitment, Training, and Employment Goals

The Community Development Department will develop resources to provide training and employment opportunities to Section 3 program participants by implementing the following:

- A database will be developed by Pitt Community College of certified Section 3 residents of public housing and other Section 3 residents.
- Pitt Community College will conduct a skill assessment of Section 3 residents of public housing and other Section 3 residents.
- A database will be developed by Community Development Department of eligible qualified Section 3 Business concerns to contact with respect to the availability of contract opportunities.
- A provision for a specific number of public housing or Section 3 program participants to be trained or employed by the contractor will be incorporated into the contract.

XII. Employment of Section 3 Program Participants

Community Development has developed a partnership with Pitt Community College to assist in providing employment opportunities to Section 3 residents.

Pitt Community College will conduct a pre-screening interview with all Section 3 residents prior to being hired by a contractor.

- The pre-interview will assess job readiness (i.e., childcare, transportation, work maturity, job retention skills). Only residents meeting the minimum qualifications of the contractor or subcontractor will be referred to the job site. Residents not deemed job ready would be referred elsewhere. It is imperative that the resident's basic needs are met prior to employment.
- If a resident is referred to a contractor and does not perform satisfactorily due to poor work habits (i.e., tardiness, absenteeism, alcohol/drugs, abusive language, fighting, etc.) she/he will be allowed one additional opportunity to be referred to other contractors. If after that time the resident still does not perform satisfactorily, she/he will be referred to complete a job readiness class, alcohol/drug treatment center, or any other program that he or she may be required to attend. After successful completion the resident will be given the opportunity to be reinstated on the list of residents available for work.
- Residents experiencing problems with contractors should first communicate the problem to the Section 3 Coordinator. If the problem cannot be solved between the employee and employer, the Section 3 Coordinator will meet with the parties involved to assist in trying to resolve the problem. Residents and employers (contractors or subcontractors) should document problems whenever they occur and record any and all efforts to correct them. The written documentation of the problem should be submitted to the Section 3 Coordinator.
- In order to qualify for employment with contractors, residents must be at least eighteen years of age.

XIII. Contractor's Requirements in Employing Section 3 Participants

Under the City of Greenville Section 3 Program, contractors and subcontractors are required to:

- Provide employment opportunities to Section 3 residents/participants in the priority order listed below:
 - a) **Category 1 – Section 3 Resident**
Residents of the housing development or developments for which the contract shall be expended.

b) Category 2 – Section 3 Resident

Residents of other housing developments managed by the Greenville Housing Authority.

c) Category 3 – Section 3 Resident

Participants in HUD Youthbuild program being carried out in the project boundary area.

d) Category 4 – Section 3 Resident

Residents with a current Section 8 Housing Choice Voucher living in Greenville or residents residing in the City who meet the income guidelines for Section 3 preference (refer to Section 3 Income Limits).

- Notify the Section 3 Coordinator of their interests regarding employment of Section 3 participants prior to hiring. Pitt Community College will then be notified and will ensure that the participant is Section 3 eligible by assessing the Section 3 resident database to ensure job readiness.
- Submit a list of core employees (including administrative, clerical, planning and other positions pertinent to the construction trades) at the time of contract award and provide the number of new hires expected as a result of being awarded the contract. (This is part of the required Section 3 Action Plan.)
- Document the performance of Section 3 participants (positive and negative), regarding punctuality, attendance, etc.
- Immediately notify Pitt Community College of any problems experienced due to the employment of Section 3 participants.
- Immediately notify Pitt Community College if a participant quits, walks off, or is terminated for any reason. The contractor must provide written documentation of all such incidents to support such decisions to Pitt Community College to determine if an investigation is warranted.

XIV. Internal Section 3 Complaint Procedure

In an effort to resolve complaints generated due to non-compliance through an internal process, Community Development encourages submittal of such complaints to its Section 3 Coordinator as follows:

- Complaints of non-compliance should be filed in writing and must contain the name of the complainant and brief description of the alleged violation of 24 CFR 135.
- Complaints must be filed within thirty (30) calendar days after the complainant becomes aware of the alleged violation.

- An investigation will be conducted if complaint is found to be valid. The Section 3 Coordinator will conduct an informal, but thorough investigation affording all interested parties, if any, an opportunity to submit testimony and/or evidence pertinent to the complaint.
- The Section 3 Coordinator will provide written documentation detailing the findings of the investigation. The Community Development Director will review the findings for accuracy and completeness before it is released to complainants. The findings will be made available no later than thirty (30) days after the filing of complaint.

If complainants wish to have their concerns considered outside of the Community Development Department a complaint may be filed with:

*Assistant Secretary for Fair Housing and Equal Opportunity
United States Department of Housing and Urban Development
451 Seventh Street, SW
Washington, DC 20410*

The complaint must be received not later than 180 days from the date of the action or omission upon which the complaint is based, unless the time for filing is extended by the Assistant Secretary for good cause shown.

XV. Definitions

Applicant – Any entity which makes an application for Section 3 covered assistance, and includes, but is not limited to, any State, unit of local government, public housing agency or other public body, public or private non-profit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association.

Assistant – the Assistant Secretary for Fair Housing and Equal Opportunity.

Business Concern – a business entity formed in accordance with State law, and which is licensed under State, county or municipal law to engage in the type of business activity for which it was formed.

Contractor - any entity which contracts to perform work generated the expenditure of Section 3 covered assistance, or for work in connection with a Section 3 covered project.

Employment Opportunities Generated by Section 3 Covered Assistance – all employment opportunities generated by the expenditure of Section 3 covered public assistance (i.e., operating assistance, development assistance and modernization assistance, (as described in Section 135.3 (a) (1)). With respect to Section 3 covered housing and community development assistance, this

term means all employment opportunities arising in connection with Section 3 covered projects (as described in Section 135.3 (a) (2)), including management and administrative jobs. Management and administrative jobs include architectural, engineering or related professional services required to prepare plans, drawings, specifications, or work write-ups; and jobs directly related to administrative support of these activities, e.g., construction manager, relocation specialist, payroll clerk, etc.

Housing Authority (HA) – Public Housing Agency.

Housing Development – low-income housing owned, developed, or operated by public housing agencies in accordance with HUD’s public housing program regulations codified in 24 CFR Chapter IX.

HUD Youthbuild Programs – programs that receive assistance under subtitle D of Title IV of the National Affordable Housing Act, as amended by the Housing and Community Development Act of 1992 (42 U.S.C. 12899), and provide disadvantaged youth with opportunities for employment, education, leadership development, and training in the construction or rehabilitation of housing for homeless individuals and members of low- and very low-income families.

Pitt Community College - provides employment and training services to the residents of Greenville who are most in need of services. The highest priorities to receive services are those who are unemployed, economically disadvantaged, and/or face multiple obstacles to gaining employment. Pitt Community College ensures that programs provided youth and adults academic enrichment, basic skills, and job specific skills training for those individuals who need them. Job seekers have access to vocational counseling, job search workshops, labor market information, job search computers, personal computers, and career planning workshops.

JTPA – The Job Training Partnership Act (29 U.S.C. 1579 (a)).

Low-income person – families (including single persons) whose incomes do not exceed 80 percent of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of the Secretary’s findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low-income families.

Metropolitan Area – a metropolitan statistical area (MSA), as established by the Office of Management and Budget.

New Hires – full-time employees for permanent, temporary or seasonal employment opportunities.

Recipient – any entity which receives Section 3 covered assistance, directly from HUD or from another recipient and includes, but is not limited to, any State unit of local government, PHA, or other public body, public or private non-profit organization, private agency or institution,

mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association. Recipient also includes any successor, assignee or transferee of any such entity, but does not include any ultimate beneficiary under the HUD program to which Section 3 applies and does not include contractors.

Section 3 – Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).

Section 3 Business Concern – a business concern,

- 1) That is 51 percent or more owned by Section 3 resident: or
- 2) Whose permanent, full-time employees include persons, at least 30 percent of whom are currently Section 3 residents, or within three years of the date of first employment with the business concern were Section 3 residents; or
- 3) That provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontractors to be awarded to business concerns that meet the qualifications set forth in paragraphs 1 or 2 above.

Section 3 Covered Assistance

- 1) Public housing development assistance provided pursuant to Section 5 of the 1937 Act;
- 2) Public housing operating assistance provided pursuant to Section 9 of the 1937 Act;
- 3) Public housing modernization assistance provided pursuant to Section 14 of the 1937 Act;
- 4) Assistance provided under any HUD housing or community development program that is expended for work arising in connection with housing rehabilitation, construction, or other public construction project (which includes other buildings or improvements, regardless of ownership).

Section 3 Clause – the contract provisions set forth in Section 135.38.

Section 3 Covered Contracts – a contract or subcontract (including a professional service contract) awarded by a recipient or contractor for work generated by the expenditure of Section 3 covered assistance, or for work arising in connection with a Section 3 covered project. Section 3 covered contracts do not include contracts awarded under HUD's procurement program, which are governed by the Federal Acquisition Regulation (FAR). Section 3 covered contracts also do not include contracts for the purchase of supplies and materials. However, whenever a contract for materials includes the installation of the materials, the contract constitutes a Section 3 covered contract.

Section 3 Covered Project - the construction, reconstruction, conversion or rehabilitation of housing (including reduction and abatement of lead-based paint hazards), other public

construction which includes buildings or improvements (regardless of ownership) assisted with housing or community development assistance.

Section 3 Resident – a public housing resident or an individual who resides in the metropolitan area or nonmetropolitan county in which the Section 3 covered assistance is expended and who is considered to be a low-to very low-income person.

Subcontractor – any entity (other than a person who is an employee of the contractor) which has a contract with a contractor to undertake a portion of the contractor’s obligation for the performance of work generated by the expenditure of Section 3 covered assistance, or arising in connection with a Section 3 covered project.

Very low-income person – families (including single persons) whose income do not exceed 50 percent of the median family income for the area, as determined by the Secretary with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 percent of the median for the area on the basis of the Secretary’s findings that such variations are necessary because of unusually high or low family incomes.

Exhibit 1 - Section 3 Clause

All Section 3 covered contracts shall include the following clause (referred to as the Section 3 Clause):

- A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- C. The contractor agrees to send to each labor organization or representative or workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

- G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

Exhibit 2 - Section 3 Contracting Policy and Procedure

The purpose of Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3) is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal State, and local laws and regulations, be directed to low and very-low income individuals, especially recipients of government assistance for housing, and to business concerns which provide economic opportunities to low and very-low income individuals. (Section 3 means section 3 of the Housing and Urban Development Act of 1968, as amended 12 U.S.C. 1701u).

Section 3 requirements apply to all contractors and subcontractors (including a professional service contract) performing work in connection with the expenditure of Section 3 covered assistance, or for work arising in connection with a Section 3 covered project, regardless of the amount of the contract or subcontract. Section 3 covered contracts do not include contracts for the purchase of supplies and materials unless the contract includes the installation of the materials.

A business concern seeking to qualify for a Section 3 contracting preference shall certify or submit evidence that the business concern qualifies as a Section 3-business concern. The Section 3 business must also be able to demonstrate its ability to complete the contract. The ability to perform successfully under the terms and conditions of the proposed contract is required of all contractors and subcontractors subject to the procurement standards of 24 CFR 85.36, 24 CFR 85.36b(8).

Contractors who do not qualify as Section 3 business concerns, but who enter into contracts with the City of Greenville must agree to comply with certain general conditions (refer to Section 3 Clause). All contractors and subcontractors, including Section 3 businesses, must comply with these general conditions. Failure to comply with these general conditions may lead to sanctions which can include termination of the contract for default and suspension or debarment from future HUD-assisted contracts.

Exhibit 3 – Business Certification and Resident Application

SECTION 3 CERTIFICATION PROGRAM ELIGIBILITY CRITERIA

Section 3 business concern means a business as defined in this section.

- (1) That is 51 percent or more owned by Section 3 residents; or
- (2) Whose permanent, full-time employees include persons, at least 30 percent of whom are currently Section 3 residents, or within three years of the date of first employment with the business concern were Section 3 residents, or
- (3) That provides evidence of a commitment to contract in excess of 25 percent of the total dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs (1) or (2) in this definition of “Section 3 business concern”.

Section 3 resident means, for the purposes of the City of Greenville

- (1) A Greenville public housing resident; or
- (2) An individual who resides in Greenville and who is:
 - a. *A low-income person*, as this term is defined in section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2)). Section 3(b)(2) of the 1937 Act defines this term to mean families (including single persons) whose incomes do not exceed 80 per centum of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low-income families; or
 - b. *A very low-income person*, as this term is defined in section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2)). Section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2)) defines this term to mean families (including single persons) whose incomes do not exceed 50 per centum of the median family income for the area, as determined by the Secretary with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

Section 3 covered assistance means

- (1) Assistance provided under any Greenville housing or community development program that is expended for work arising in connection with:
 - a. Housing rehabilitation (including reduction and abatement of lead-based paint hazards, but excluding routine maintenance, repair and replacement);
 - b. Housing construction; or
 - c. Other public construction projects (which includes other buildings or improvements, regardless of ownership).

Application Checklist for Completeness

Applicants must provide ALL of the attachments indicated for their respective Section 3 application:

DOCUMENT	Application Type		
	51% Ownership	30 % Employment	25 % Commitment
Application Form – Part 1. Company Information			
Application Form – Part 2, A. Ownership Information			
Application Form – Part 2, B. Company Employee Information			
Application Form – Part 2, C. Subcontracting Commitment			
Application Form –Attestation			
Application Form – Section 3 Resident Application:			
AND			
Section 3 Resident Application			
Copy of Documents Verifying Eligibility			
Certifications by other government agencies (if applicable)			
Certificate of Assumed Business Name (if applicable)			
Partnership Agreement (if applicable)			
Articles of Incorporation/Organization			
Purchase Agreements (if needed to demonstrate ownership)			
Stock Certificates (if needed to demonstrate ownership)			
List of All Employees			
Payroll Records			
List of Sub-contracts (for reference purposes)			

Application

Part 1. Company Information

Company Name: _____			
Doing Business As (DBA): _____			
Street Address: _____			
City: _____	County: _____	State: _____	Zip: _____
Mailing Address (if different than above): _____			
City: _____	State: _____	Zip: _____	
Primary Contact: _____		Title: _____	
Phone: _____		Fax: _____	
Web Site Address: _____		Email Address: _____	
Description of Product(s) and/or Service(s) (use additional sheet if necessary): _____ _____			
Federal Tax ID #: _____		State Tax ID #: _____	

Legal Structure:

- Individual/Sole Proprietorship Partnership C-Corporation S-Corporation
 Limited Liability Company

Part 2. Select Section 3 Certification Type

A. Category 1 - Section 3 Ownership (51% Ownership by Section 3 Resident)

If there is more than one owner, attach the following information for each additional owner on a separate sheet.

First Name: _____ Middle Initial: _____ Last Name: _____

Title: _____ Social Security Number: _____

Phone: _____

Residence Address: _____

City: _____ State: _____ Zip: _____

Have there been any changes in ownership in the last year? Yes No

*If yes, please provide details on a separate sheet.

% of Ownership: _____ Owner Since (mm/yyyy): _____

Hours Devoted to Business per Week: _____

- Each owner has completed a Participant Survey (blank copy is provided in this application)
 Each owner has made copies of family income verification and proof of residency and attached to this application

B. **Category 2 - Section 3 Employees (30% Employment of Section 3 residents)**

Each employee requesting Section 3 preferences must submit a Section 3 Resident Form and include family income verification and proof of residency.

List all the company's employees on a separate form. Provide a copy of your company's payroll records. Indicate the total number of full and part time employees: FT _____ PT _____

C. **Category 3 - Subcontracting Commitment Information - 25% Subcontracts will be awarded to certified Section 3 business(es)***

***This Section 3 certification is completed on a per-project basis.**

List all the company's subcontractors to be utilized on a separate sheet. Include company name and contact information.

Indicate the total dollar amount to be subcontracted:

Indicate the dollar amount awarded to Section 3 businesses:

Attestation

This section must be completed by an authorized representative of the business that is applying for certification.

I certify that the statements provided in this application are true and correct. Furthermore, I understand that the information provided herein is subject to North Carolina General Statute's governing Local Government activities or other applicable laws, that it would likely be classified as public, and that it is the responsibility of the Applicant Firm to claim and defend any other classification. I understand that the certifying entities reserve the right to request additional information and to perform on-site checks as necessary. I also understand that intentionally supplying false information for the purpose of obtaining certification will be sufficient reason for rejection of this application and/or removal from the Section 3 Certification Program.

Signature

Date

Print Name

Title

 I have attached the documents on the Checklist for Completion

Section 3 Resident Application

Legal Last Name _____ **Legal First Name** _____
 Middle Initial _____ Age _____ Social Security Number _____
 Street Address _____ Apt. # _____
 City _____ Zip _____ Cell Phone # _____
 Email Address: _____
Gender: Male Female
Ethnicity: Hispanic or Latino Non-Hispanic or Non-Latino
Race (check all that apply): American Indian/Alaskan Native Asian
 Black/African American Hawaiian Native/Pacific Islander White

FAMILY MEMBERS		
Name (First, Last)	Age	Relationship to you
1.		Self
2.		
3.		
4.		
5.		
6.		
7.		

INCOME SOURCES

To determine your family's income, check all of the following and calculate the gross income that any family member 18 years and older received, or is expected to receive in the next 12 months:

- Wages, salaries, overtime pay, commissions, fees, tips, bonuses, or other compensation
- Income or gain from CD's, money market accounts, brokerage accounts, stocks, bonds, or Treasury Bills
- Periodic payments from Social Security, disability/death benefits, pensions, retirement funds, annuities, insurance policies, or similar types of periodic benefits payments
- Payments in lieu of earnings, such as unemployment and disability compensation, workers compensation or severance pay
- Welfare assistance or TANF benefits

- Child support, spousal support/alimony, or regular contribution or gifts from persons not residing in the household including scholarships, parental gifts for tuition, etc.
- Revocable trust
- Lump sum payment or receipt of inheritances, capital gains, lottery winnings, victims' restitution or insurance settlements
- Real estate other than the primary residence or other capital investments

- Yes** **No** Do you receive housing assistance (Section 8, Subsidized)?
\$ _____ (amount)

Talk to agency staff for help in determining income category for your household.

I certify that the information on this application is accurate and complete. I authorize the City of Greenville and Pitt Community College to verify the information provided if necessary.

Print Name of Applicant

Signature of Applicant

Date

Warning: Section 1001 of Title 18 of US. Code makes it a criminal offense to make false statements or misrepresentations to any Department or Agency of the U.S. as to matters within its jurisdiction.

Section 3 Acknowledgement

By signing below, you are acknowledging that you have read the City of Greenville Section 3 Plan and understand the requirements of Section 3 as it applies to your agency and that your agency will comply with all Section 3 requirements and submit necessary documentation to the City of Greenville.

Any failure to comply with Section 3 regulations may result in revocation of funds from the City of Greenville and may jeopardize future funding opportunities from the City of Greenville.

Signature on File

Signature of Authorized Official

Name of Authorized Official

Title

Date

Appendix J Income Limits

**CITY OF GREENVILLE
INCOME LIMITS 2014**

Household Size	30%	50%	60%	70%	80%	90%	100%	115%	120%
		Max Income Grant CDBG /HOME			Max Income CDBG /HOME /NCHFA		Median Income	Max Income Subdivision	Max Income
									COG DP
1	11,600	19,350	22,680	27,100	30,950	34,800	38,650	44,450	46,400
2	13,250	22,100	25,920	30,950	35,350	39,800	44,200	50,850	53,050
3	14,900	24,850	29,160	34,800	39,750	44,750	49,700	57,200	59,650
4	16,550	27,600	33,150	38,650	44,150	49,700	55,200	63,500	66,250
5	17,900	29,850	35,040	41,800	47,700	53,700	59,650	68,600	71,600
6	19,200	32,050	37,620	44,850	51,250	57,650	64,050	73,700	76,900
7	20,550	34,250	41,100	47,950	54,750	61,650	68,450	78,750	82,150
8	21,850	36,450	42,780	51,050	58,300	65,650	72,900	83,850	87,500
9	23,200	38,650	46,450	54,150	61,850	69,600	77,300	88,900	92,800
10	24,500	40,850	49,100	57,250	65,350	73,600	81,700	94,000	98,050

NOTE: HUD Part 5 Definition of Income

Effective 12/18/13





City of Greenville, North Carolina

Meeting Date: 5/12/2016
Time: 6:00 PM

Title of Item: Presentation of the proposed Fiscal Year 2016-17 operating budget and Fiscal Year 2017-18 financial plan:

- a. Pitt-Greenville Convention & Visitors Authority
- b. Sheppard Memorial Library
- c. Greenville Utilities Commission

Explanation: **Abstract:** Pitt-Greenville Convention & Visitors Authority, Sheppard Memorial Library, and Greenville Utilities Commission will present their proposed Fiscal Year 2016-17 operating budgets and Fiscal Year 2017-18 financial plans.

Explanation: During the May 12, 2016 City Council meeting, representatives from the Pitt-Greenville Convention & Visitors Authority, Sheppard Memorial Library, and Greenville Utilities Commission will present their proposed Fiscal Year 2016-17 operating budget and Fiscal Year 2017-18 financial plans.

In compliance with Section 160A-148(5) of the North Carolina General Statutes, the City Council will hold a public hearing on Monday, June 6, and consider adopting the annual budget ordinance on Monday, June 13.


Fiscal Note: The final amount for each of the budgets presented will be determined by City Council action at the June 13, 2016, City Council meeting.

Recommendation: Receive presentations on the proposed Fiscal Year 2016-17 operating budgets and Fiscal Year 2017-18 financial plans, and provide feedback and direction.

Attachments / click to download

 [CVA Proposed FY 17 Budget](#)

 [SML Proposed FY 17 Budget](#)

 [GUC Proposed FY 17 Budget](#)



GREENVILLE-PITT COUNTY
CONVENTION & VISITORS BUREAU

April 14, 2016

Dear Mayor, Mayor Pro-Tem and Members of City Council:

The Convention & Visitors Authority, in conjunction with its hospitality partners, is making great progress in establishing Greenville and Pitt County as a competitive hospitality destination throughout the state of North Carolina. In fiscal year 2014, tourism expenditures in Pitt County totaled 213.91 million dollars generating 4.67 million dollars in local taxes. These tourism numbers rank Greenville and Pitt County among the top ¼ of tourism generating destinations across the state and we continue to gain ground each year against other municipalities.

The cornerstone of the 2016-2018 CVA budgets is centered on achieving our established goals and objectives as set forth at our last combined CVA board and staff retreat. An increase in marketing funds have been earmarked over the next two years to assist the bureau in selling our destination within our target markets of conventions and meetings, athletics, family reunions, and religious groups. Funds have also been set aside to begin efforts to market Greenville and Pitt County as a leisure destination across the Southeast region. In addition, funds have been allocated to accomplish two major projects over the next two years. The first includes monies to determine whether a multi-use sports complex would be beneficial for our community. The second is a signage project which will benefit the Greenville Convention Center, Vidant Medical Center and the Pitt-Greenville Airport. Lastly, there is an increase in funding for staff development and training.

The Convention and Visitors Bureau budget for the next two years is based on projected revenue from the hotel-motel occupancy tax collections. Our budget is conservatively based off a 4% increase in collections for each of the next two years. With the addition of a new hotel and collections now coming from both the online travel companies and an increasing number of Airbnb's within our community, there is a good possibility that collections will exceed the 4% projection each year. The budget also reflects the use of fund balance which is helping to cover the costs of our board approved projects over the next two years.

This proposed budget has been approved by our CVA executive committee, our full CVA board and is ready for consideration by the Greenville City Council. The CVA appreciates the continual support of the Greenville City Council and looks forward to working with each member to make Greenville and Pitt County a preferred destination for events and leisure.

Sincerely,

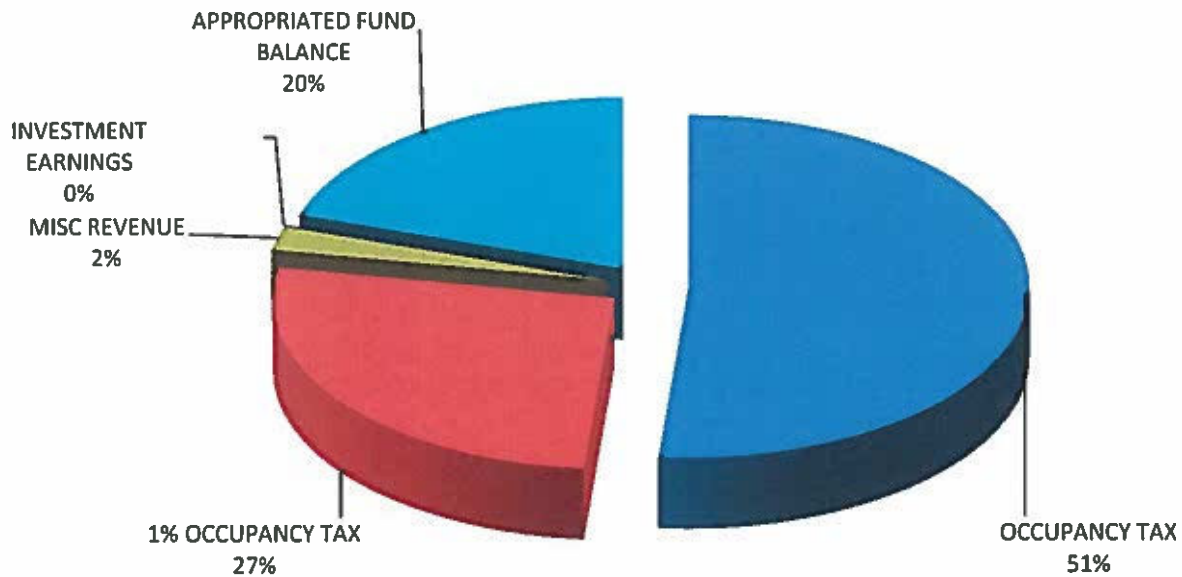
A handwritten signature in black ink that reads 'Andrew D. Schmidt'.

Andrew D. Schmidt, CHME, MPA
Executive Director

**CITY OF GREENVILLE
BUDGET PROPOSAL FOR CONVENTION & VISITORS BUREAU (CVB) REVENUES**

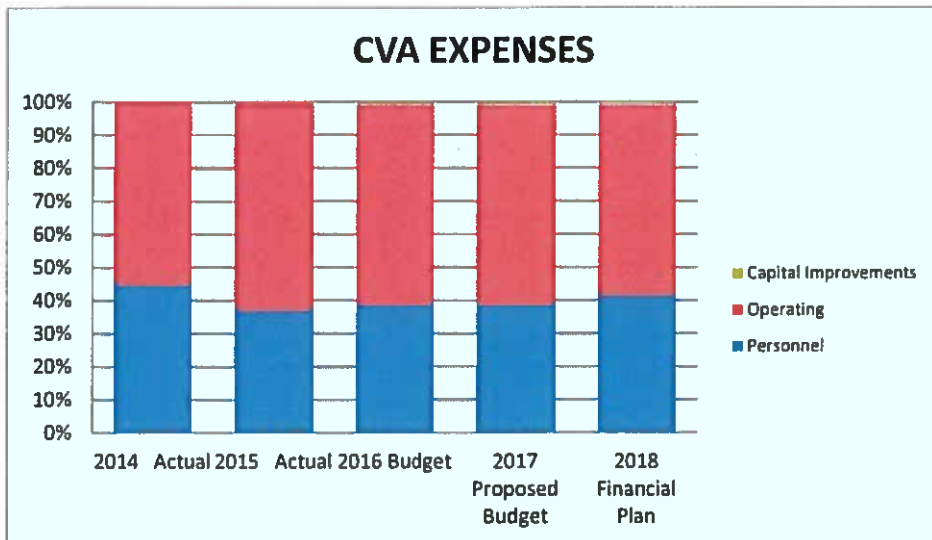
	2014 Actual	2015 Actual	2016 Budget	2017 Proposed Budget	2018 Financial Plan
Revenues:					
OCCUPANCY TAX	\$ 563,187	\$ 556,100	\$ 590,000	\$ 625,000	\$ 650,100
1% OCCUPANCY TAX	281,593	273,900	295,000	322,100	334,900
MISC REVENUE	-	-	-	27,500	-
INVESTMENT EARNINGS	0	1,200	1,200	60	60
APPROPRIATED FUND BALANCE	-	98,607	214,640	241,164	213,802
TOTAL CVB REVENUES	\$ 844,781	\$ 929,807	\$ 1,100,840	\$ 1,215,824	\$ 1,198,862

FY 2017 Proposed Budget



CITY OF GREENVILLE
BUDGET PROPOSAL FOR CONVENTION & VISITORS BUREAU (CVB) EXPENSES

	2014 Actual	2015 Actual	2016 Budget	2017 Proposed Budget	2018 Financial Plan
Expenses:					
SALARIEIS-PERMANENT	\$ 214,992	\$ 256,971	\$ 320,881	\$ 332,256	\$ 343,466
SALARIES-PART-TIME	-	-	-	5,000	5,000
CAR ALLOWANCE	1,650	3,600	3,900	3,900	3,900
FICA EXPENSE	16,854	20,570	23,832	20,476	21,295
GROUP LIFE	563	701	832	750	765
RETIREMENT	15,200	17,989	22,026	22,028	22,784
HEALTH INSURANCE	36,693	48,781	46,490	52,684	56,372
WORKERS COMP	-	5,135	2,000	2,000	2,000
UNEMPLOYMENT COMP	714	-	500	500	500
401K REGULAR EMP	3,994	4,160	4,680	4,680	4,680
*PERSONNEL	\$ 290,661	\$ 357,907	\$ 425,141	\$ 444,274	\$ 460,762
PRINTING	\$ 22,601	\$ 28,000	\$ 32,000	\$ 25,000	\$ 28,000
TRAVEL/MARKETING	21,448	30,000	53,000	55,000	55,000
MAINTENANCE & REPAIR	1,438	3,000	3,000	3,000	3,000
SUPPLIES & MATERIALS	9,909	9,000	9,000	10,000	10,000
CONTRACTED SERVICES	21,022	30,000	35,000	85,000	40,000
COST OF COLLECTION	12,672	12,800	15,000	16,250	17,500
DUES/SUBSCRIPTIONS	6,784	7,500	9,000	11,000	12,000
ADVERTISING	103,354	82,000	128,000	95,000	100,000
POSTAGE	1,690	4,000	4,000	3,500	3,500
TELEPHONE	5,976	4,000	4,000	3,500	3,500
UTILITIES/RENT	9,063	35,000	44,000	44,000	45,000
GENERAL INSURANCE LIAB.	945	1,200	1,200	1,200	1,200
DIR./OFFICERS LIAB. INS.	-	1,500	1,500	1,500	1,500
CONTINGENCY	3,093	4,000	4,000	5,000	5,000
CONVENTION CTR MARKETING	273,567	273,900	295,000	322,100	334,900
CONVENTION PROJECTS	1,509	8,000	8,000	8,000	8,000
TOURISM PROJECTS	17,855	30,000	22,000	42,500	30,000
*OPERATING	\$ 512,924	\$ 563,900	\$ 667,700	\$ 731,550	\$ 698,100
*CAP PROJ/EQUIPMENT	\$ 3,679	\$ 8,000	\$ 8,000	\$ 40,000	\$ 40,000
TOTAL CVB EXPENSES	\$ 807,264	\$ 929,807	\$ 1,100,841	\$ 1,215,824	\$ 1,198,862





March 22, 2016

To: Barbara Lipscomb, City Manager
 Michael Cowin, Assistant City Manager
 Bernita Demery, Director of Financial Services
 Shelley Leach, Financial Analyst

From: Greg Needham, Director of Libraries *GN*

RE: 2016-2017 Sheppard Memorial Library Budget, and
 2017-2018 Sheppard Memorial Library Financial Plan

Attached you will find the library board approved 2016-2017 budget and the 2017-2018 financial plan for the public library system.

This budget and financial plan was developed using City-provided funding targets, as well as the City's inclusion of 3% for a merit/market adjustment in each of the next two fiscal years. Sheppard Memorial Library requests \$1,197,058 from the City of Greenville for fiscal 2016-2017, and \$1,232,969 for fiscal 2017-2018.

No capital funds are requested from the City of Greenville in this budget cycle.

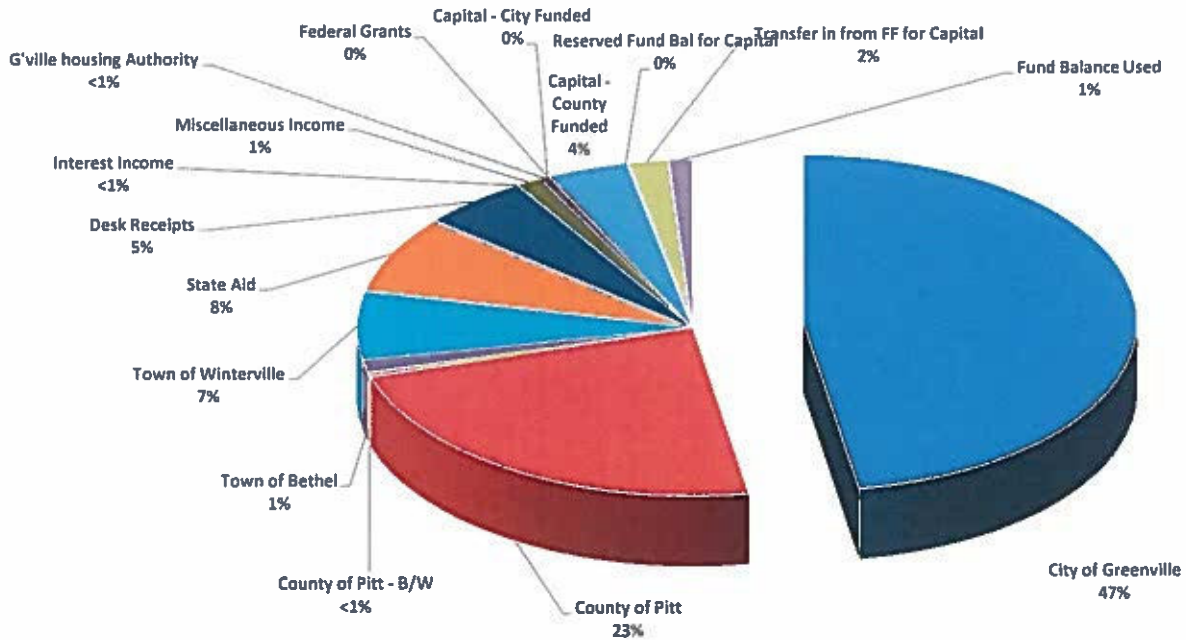
Pitt County is providing \$100,000 in capital funds in fiscal 2016-2017 toward replacing the Pitt County Bookmobile (the County has traditionally funded bookmobile replacement).

We appreciate the City's support of the library!

**CITY OF GREENVILLE
BUDGET PROPOSAL FOR SHEPPARD MEMORIAL LIBRARY (SML) REVENUES**

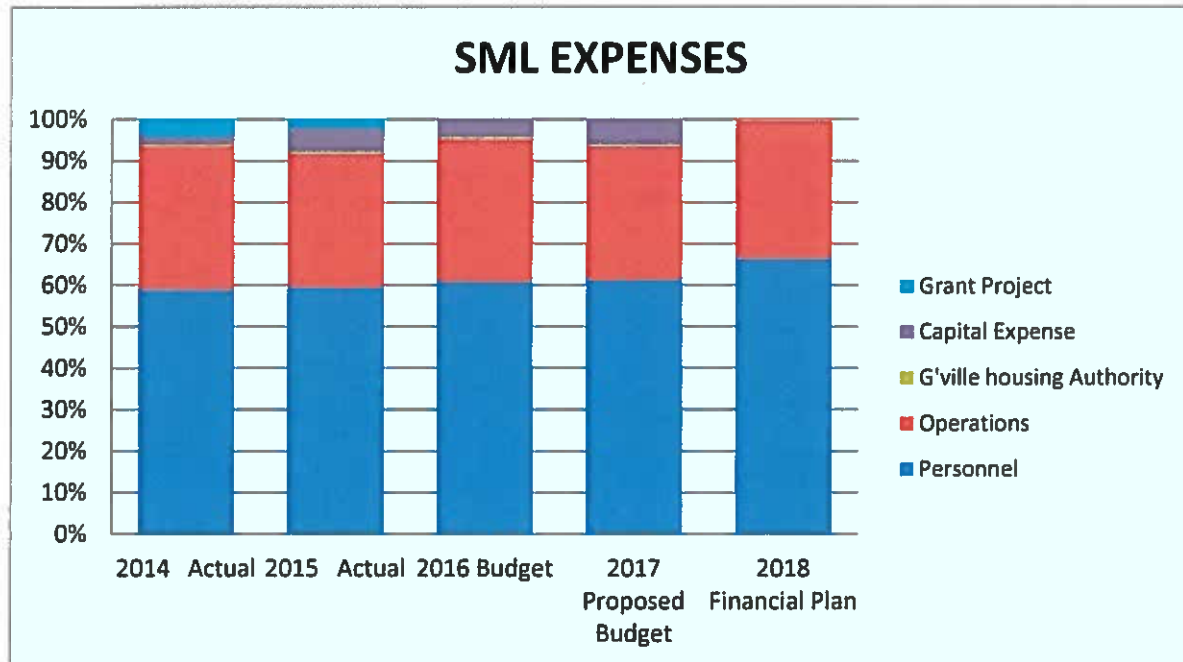
	2014 Actual	2015 Actual	2016 Budget	2017 Proposed Budget	2018 Financial Plan
Revenues:					
City of Greenville	\$ 1,086,686	\$ 1,140,440	\$ 1,162,192	\$ 1,197,058	\$ 1,232,969
County of Pitt	543,343	553,693	567,394	581,096	598,529
County of Pitt - B/W	6,000	6,000	12,000	12,000	12,000
Town of Bethel	29,000	30,015	30,315	30,315	30,315
Town of Winterville	161,620	161,620	161,620	165,300	167,780
State Aid	184,113	185,765	191,774	191,774	191,774
Desk Receipts	127,089	125,000	128,775	128,775	128,775
Interest Income	932	1,500	1,000	1,000	1,000
Miscellaneous Income	33,257	41,000	38,934	31,500	31,500
G'ville housing Authority	10,692	10,692	10,692	10,692	10,692
Federal Grants	99,683	50,000	-	-	-
Capital - City Funded	62,800	108,334	-	-	-
Capital - County Funded	-	31,666	-	100,000	-
Reserved Fund Bal for Capital	-	-	85,800	-	-
Transfer in from FF for Capital	-	-	-	51,000	-
Fund Balance Used	31,928	-	-	28,432	26,946
TOTAL SML REVENUES	\$ 2,377,143	\$ 2,445,725	\$ 2,390,496	\$ 2,528,942	\$ 2,432,280

FY 2017 Proposed Budget



**CITY OF GREENVILLE
BUDGET PROPOSAL FOR SHEPPARD MEMORIAL LIBRARY (SML) EXPENSES**

	<u>2014</u> <u>Actual</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Budget</u>	<u>2017</u> <u>Proposed</u> <u>Budget</u>	<u>2018</u> <u>Financial</u> <u>Plan</u>
Expenses:					
Personnel	\$ 1,394,572	\$ 1,450,808	\$ 1,450,653	\$ 1,546,288	\$ 1,610,626
Operations	829,371	794,225	826,351	820,962	810,962
G'ville housing Authority	10,327	10,692	10,692	10,692	10,692
Capital Expense	42,872	140,000	102,800	151,000	-
Grant Project	100,000	50,000	-	-	-
TOTAL SML REVENUES	\$ 2,377,142	\$ 2,445,725	\$ 2,390,496	\$ 2,528,942	\$ 2,432,280





Greenville Utilities Commission
Greenville City Council
Customers of Greenville Utilities

Ladies and Gentlemen:

The FY 2016-17 Budget reflects the combined efforts of the Management Team, employees, and the guidance of the Board of Commissioners. Budgetary requests have been reviewed with a focus on sound business practices, customer expectations, and system reliability. In balancing the budget, key areas such as infrastructure needs, rising operational costs, staffing requirements and long-term sustainability with fiscal responsibility were also taken into consideration.

Using GUC's strategic plan as a guide, this budget has been prepared to ensure the long-term success of our mission to provide safe and reliable utility services at the lowest reasonable costs, with exceptional customer service.

GUC's financial budget goals focus on several key metrics including end-of-year performance, debt service coverages, and fund balances. The long-term sustainability of each fund is also taken into consideration to ensure that GUC is poised to continue to meet its mission and future financial challenges.

Guiding all budgetary decisions is GUC's commitment to provide exceptional service while maintaining a viable financial position. In monitoring our strategic plan, GUC utilizes Key Performance Indicators at the corporate level on a consistent and routine basis. To that end, GUC's budget goals are designed to achieve the following:

- Meet customer needs
- Provide reliable utility services at the lowest reasonable cost
- Position GUC to achieve greater efficiencies
- Continue to meet and/or exceed regulatory requirements
- Preserve and/or improve bond ratings
- Minimize rate increases
- Avoid future rate shock
- Ensure financial viability of each fund
- Prepare for emergency situations
- Prepare for growth and expansion opportunities

PO Box 1847
Greenville, NC
27835-1847
252 752-7166
www.guc.com

*Your Local
Advantage*

The balancing process for the budget addressed several areas, including the review and analysis of the following:

- All four funds will be self-supporting in order to meet future financial challenges as individual funds on a sustained basis
- Continued investment in infrastructure
- Additional debt service requirements
- Appropriate timing of expenditures for capital projects
- Revenues
- Personnel and staffing
- Cost saving opportunities
- Updating financial models while being cognizant of any rate adjustments that were proposed last year for the upcoming fiscal year

Highlights of the FY 2016-17 operating budget are listed below:

- Expenditures budgeted for FY 2016-17 have decreased by 6.2% or \$16.9M when compared to the FY 2015-16 amended budget. Key drivers are:
 - \$8.5M decrease in transfer to rate stabilization
 - \$749K decrease in purchased power
 - \$5.8M decrease in purchased gas
 - \$6.9M decrease in transfers to Capital Projects
 - \$3.6M increase in operations from increases in personnel costs and contractual services
 - \$2.1M increase in capital outlay
- A 4% rate decrease adjustment for the Electric Fund effective July 1, 2016 due to revised wholesale power costs for FY 2016-17 provided by North Carolina Eastern Municipal Power Agency (NCEMPA); when combined with last year's 7% decrease, customers will see a total decrease of 11% in electric rates since the NCEMPA sale
- Electric Fees – Third year of five year phased-in adjustments in electric fees
 - Implementation of third year of the five year phased-in adjustments of electric fees related to outdoor lighting installation, temporary services, and installation of permanent underground services will continue as planned
- A 5.5% rate adjustment for the Water Fund effective July 1, 2016, which is 1.9% lower than last year's projection of 7.4%
- A 6.5% rate adjustment for the Sewer Fund effective July 1, 2016, which is 1.9% lower than last year's projection of 8.4%
- No rate adjustment for the Gas Fund (other than purchased gas adjustments as needed)
- Funding for the employee market adjustment at 1.5% or approximately \$373,000 effective July 1, 2016

- Funding for the employee merit program at 1.5% or approximately \$379,000
- Expansion of the self-insured health insurance plan to include a high deductible Health Savings Account option (option was provided January 1, 2016)
- Continuation of the self-insured dental insurance plan
- Funding to bring replacements on board prior to the retirement of key personnel in order to facilitate succession planning, leverage the knowledge and experience of long-term employees for training on critical issues and ensure smooth transitions
- Existing positions have been reallocated and eight permanent positions have been added to appropriately respond to needs within the combined enterprise operation
- Prefunding for Other Post-Employment Benefits (OPEB) has been increased by \$50,000, bringing the total amount for prefunding to \$500,000
- Investment of \$9.7M for capital outlay in order to maintain system reliability and comply with regulatory requirements in the combined enterprise operation
- Funding for energy conservation program
- Annual turnover or transfer of \$6,498,420 to the City of Greenville in accordance with the Charter issued by the North Carolina General Assembly

Highlights of the FY 2016-17 capital budget are listed below:

- GUC continues to make investments in capital projects to maintain reliability, meet ongoing regulatory requirements, and remain strategically positioned to facilitate growth. To that end, GUC will be establishing capital projects totaling \$5.3M.

SUMMARY

The FY 2016-17 balanced budget controls costs while continuing to provide the high level of service our customers expect. The budget is balanced and it includes key components to position GUC for long-term sustainability and growth. By focusing on business fundamentals, this budget helps establish the foundation for providing safe and reliable service at the lowest reasonable costs to GUC's customers for the future.



Anthony C. Cannon
General Manager/CEO

ORDINANCE NO. _____
CITY OF GREENVILLE, NORTH CAROLINA
2016-17 GREENVILLE UTILITIES COMMISSION BUDGET ORDINANCE

THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA, DOES ORDAIN

Section I. Estimated Net Revenues and Fund Balances. It is estimated that the following non-tax revenues and fund balances will be available during the fiscal year beginning July 1, 2016 and ending June 30, 2017 to meet the subsequent expenditures, according to the following schedules:

<u>Revenues</u>		<u>Budget</u>
A. <u>Electric Fund</u>		
Rates & Charges	\$173,925,971	
Fees & Charges	1,475,124	
Miscellaneous	2,111,369	
Interest on Investments	165,000	
Bond Proceeds	<u>806,619</u>	
 Total Electric Fund Revenue		 \$178,484,083
B. <u>Water Fund</u>		
Rates & Charges	\$18,715,321	
Fees & Charges	351,607	
Miscellaneous	240,370	
Interest on Investments	45,000	
Bond Proceeds	<u>79,633</u>	
 Total Water Fund Revenue		 \$19,431,931
C. <u>Sewer Fund</u>		
Rates & Charges	\$21,728,078	
Fees & Charges	341,518	
Miscellaneous	129,041	
Interest on Investments	32,000	
Bond Proceeds	167,880	
Transfer from Cap Projects	<u>800,000</u>	
 Total Sewer Fund Revenue		 \$23,198,517
D. <u>Gas Fund</u>		
Rates & Charges	\$35,653,000	
Fees & Charges	142,153	
Miscellaneous	145,350	
Interest on Investments	80,000	
Bond Proceeds	<u>364,595</u>	
 Total Gas Fund Revenue		 <u>\$36,385,098</u>
 Total Revenues		 <u>\$257,499,629</u>

Section II. Expenditures. The following amounts are hereby estimated for the Greenville Utilities Commission to be expended for managing, operating, improving, maintaining, and extending electric, water, sewer and gas utilities during the fiscal year beginning July 1, 2016 and ending on June 30, 2017, according to the following schedules:

<u>Expenditures</u>		<u>Budget</u>
Electric Fund	\$178,484,083	
Water Fund	19,431,931	
Sewer Fund	23,198,517	
Gas Fund	<u>36,385,098</u>	
Total Expenditures		<u>\$257,499,629</u>

Section III: Amendments (a) Pursuant to General Statutes 159-15, this budget may be amended by submission of proposed changes to the City Council.

(b) Notwithstanding Subsection (a) above, the General Manager/CEO of Greenville Utilities Commission is authorized to transfer funds from one appropriation to another in an amount not to exceed \$100,000. Any such transfers shall be reported to the Greenville Utilities Commission and the City Council at their next regular meeting and shall be entered in the minutes.

(c) In case of emergency which threatens the lives, health, or safety of the public, the General Manager/CEO may authorize expenditures in an amount necessary to meet the emergency so long as such amount does not exceed the amount in contingency accounts and the expenditure is reported to the Greenville Utilities Commission as soon as possible, and appropriate budget amendments are submitted to the City Council, if necessary, at its next regular meeting.

Section IV: Distribution. Copies of this ordinance shall be furnished to the General Manager/CEO and the Chief Financial Officer of the Greenville Utilities Commission, and the Director of Financial Services of the City of Greenville to be kept on file by them for their direction in the disbursement of funds.

Adopted this the _____ day of June, 2016.

Allen M. Thomas, Mayor

Attest:

Carol L. Barwick, City Clerk

GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
ALL FUNDS

	2014-15 Actual	2015-16 Original Budget	2015-16 Amended Budget	2015-16 Projected	2016-17 Budget	2017-18 Plan
REVENUE:						
Rates & Charges	\$ 268,820,262	\$ 273,675,051	\$ 259,899,732	\$ 251,925,450	\$ 250,022,370	\$ 254,420,307
Fees & Charges	1,916,225	2,017,006	2,017,006	2,127,893	2,170,451	2,213,861
U. G. & Temp. Ser. Chgs.	122,437	113,989	113,989	137,206	139,951	142,751
Miscellaneous	2,177,843	1,468,167	1,468,167	2,360,692	2,626,130	2,856,818
Interest on Investments	311,225	233,034	233,034	325,393	322,000	322,000
Bond Proceeds	-	666,980	666,980	653,737	1,418,727	608,873
Transfer from Rate Stabilization	-	1,500,000	-	-	-	-
Transfer from Capital Projects	-	-	-	-	800,000	-
Appropriated Fund Balance	-	10,250,000	10,250,000	8,250,000	-	-
	<u>\$ 273,347,992</u>	<u>\$ 289,924,227</u>	<u>\$ 274,648,908</u>	<u>\$ 265,780,371</u>	<u>\$ 257,499,629</u>	<u>\$ 260,564,610</u>
EXPENDITURES:						
Operations	\$ 53,361,561	\$ 60,787,370	\$ 60,787,370	\$ 58,956,992	\$ 64,389,120	\$ 65,135,235
Purchased Power	157,930,812	157,814,859	129,515,117	128,347,977	128,765,671	129,105,795
Purchased Gas	22,100,584	27,135,900	27,135,900	19,704,000	21,383,200	21,524,100
Capital Outlay	9,179,456	7,578,067	7,578,067	7,284,489	9,686,918	7,798,738
Debt Service	15,147,316	15,847,670	15,847,670	14,851,840	14,683,867	15,829,985
City Turnover - General	5,747,833	5,747,165	5,747,165	6,592,442	5,723,000	6,557,000
Street Light Reimbursement	757,210	752,835	752,835	752,835	775,420	798,683
Transfer to OPEB Trust	400,000	450,000	450,000	450,000	500,000	500,000
Transfer to Rate Stabilization	1,500,000	-	13,000,000	13,000,000	4,500,000	1,200,000
Transfer to Capital Projects	4,600,000	11,750,000	11,750,000	13,950,000	4,850,000	8,700,000
Transfer to Designated Reserve	800,000	1,125,000	1,125,000	1,000,000	1,050,000	1,750,000
Operating Contingencies	-	935,361	959,784	889,796	1,192,433	1,665,074
	<u>\$ 271,524,772</u>	<u>\$ 289,924,227</u>	<u>\$ 274,648,908</u>	<u>\$ 265,780,371</u>	<u>\$ 257,499,629</u>	<u>\$ 260,564,610</u>

GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
ELECTRIC FUND

	2014-15 Actual	2015-16 Original Budget	2015-16 Amended Budget	2015-16 Projected	2015-17 Budget	2017-18 Plan
REVENUE:						
Rates & Charges	\$ 196,828,376	\$ 194,107,125	\$ 180,331,806	\$ 180,957,143	\$ 173,925,971	\$ 174,521,779
Fees & Charges	1,221,977	1,193,900	1,193,900	1,312,993	1,339,253	1,366,039
U. G. & Temp. Ser. Chgs.	119,537	110,886	110,886	133,206	135,871	138,589
Miscellaneous	1,541,260	969,795	969,795	1,829,520	2,111,369	2,332,440
Interest on Investments	162,186	119,083	119,083	164,581	165,000	165,000
Bond Proceeds	-	226,100	226,100	283,776	806,619	52,750
Transfer from Rate Stabilization	-	1,500,000	-	-	-	-
Appropriated Fund Balance	-	2,000,000	2,000,000	-	-	-
	<u>\$ 199,873,336</u>	<u>\$ 200,226,889</u>	<u>\$ 184,951,570</u>	<u>\$ 184,681,219</u>	<u>\$ 178,484,083</u>	<u>\$ 178,576,597</u>
EXPENDITURES:						
Operations	\$ 22,957,060	\$ 26,277,340	\$ 26,277,340	\$ 25,659,586	\$ 28,442,836	\$ 29,089,354
Purchased Power	157,930,812	157,814,859	129,515,117	128,347,977	128,765,671	129,105,795
Capital Outlay	5,906,099	4,746,289	4,746,289	4,469,891	5,011,008	4,725,298
Debt Service	3,408,847	3,512,883	3,512,883	3,282,274	3,276,228	3,577,039
City Turnover - General	4,386,679	4,345,176	4,345,176	4,777,152	3,863,000	4,446,000
Street Light Reimbursement	757,210	752,835	752,835	752,835	775,420	798,683
Transfer to OPEB Trust	220,000	247,500	247,500	247,500	275,000	275,000
Transfer to Rate Stabilization	1,500,000	-	13,000,000	13,000,000	4,500,000	1,200,000
Transfer to Capital Projects	2,500,000	2,000,000	2,000,000	3,100,000	2,400,000	3,300,000
Transfer to Designated Reserves	-	-	-	300,000	300,000	600,000
Operating Contingencies	-	530,007	554,430	744,004	874,920	1,459,428
	<u>\$ 199,566,707</u>	<u>\$ 200,226,889</u>	<u>\$ 184,951,570</u>	<u>\$ 184,681,219</u>	<u>\$ 178,484,083</u>	<u>\$ 178,576,597</u>

**GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
WATER FUND**

	<u>2014-15 Actual</u>	<u>2015-16 Original Budget</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Projected</u>	<u>2016-17 Budget</u>	<u>2017-18 Plan</u>
REVENUE:						
Rates & Charges	\$ 16,753,280	\$ 17,844,952	\$ 17,844,952	\$ 17,697,267	\$ 18,715,321	\$ 20,122,505
Fees & Charges	274,387	348,516	348,516	340,713	347,527	354,478
Temporary Services Charges	2,900	3,103	3,103	4,000	4,080	4,162
Miscellaneous	266,126	237,759	237,759	243,132	240,370	245,232
Interest on Investments	42,867	38,209	38,209	47,691	45,000	45,000
Bond Proceeds	-	46,800	46,800	112,720	79,633	278,328
	<u>\$ 17,339,560</u>	<u>\$ 18,519,339</u>	<u>\$ 18,519,339</u>	<u>\$ 18,445,523</u>	<u>\$ 19,431,931</u>	<u>\$ 21,049,705</u>
EXPENDITURES:						
Operations	\$ 11,409,436	\$ 12,377,137	\$ 12,377,137	\$ 12,414,262	\$ 13,202,792	\$ 13,345,000
Capital Outlay	867,400	558,369	558,369	650,054	981,270	718,210
Debt Service	3,980,024	3,748,645	3,748,645	3,754,868	3,595,217	3,777,344
Transfer to OPEB Trust	60,000	67,500	67,500	67,500	75,000	75,000
Transfer to Capital Projects	300,000	1,050,000	1,050,000	1,400,000	1,100,000	2,600,000
Transfer to Designated Reserves	500,000	600,000	600,000	100,000	300,000	450,000
Operating Contingencies	-	117,688	117,688	58,839	177,652	84,151
	<u>\$ 17,116,860</u>	<u>\$ 18,519,339</u>	<u>\$ 18,519,339</u>	<u>\$ 18,445,523</u>	<u>\$ 19,431,931</u>	<u>\$ 21,049,705</u>

GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
SEWER FUND

	2014-15 Actual	2015-16 Original Budget	2015-16 Amended Budget	2015-16 Projected	2016-17 Budget	2017-18 Plan
REVENUE:						
Rates & Charges	\$ 18,896,038	\$ 20,032,937	\$ 20,032,937	\$ 20,377,940	\$ 21,728,078	\$ 23,600,423
Fees & Charges	280,526	335,902	335,902	334,822	341,518	348,348
Miscellaneous	162,375	121,431	121,431	139,384	129,041	131,286
Interest on Investments	31,999	21,246	21,246	32,409	32,000	32,000
Bond Proceeds	-	49,780	49,780	145,483	167,880	227,045
Transfer from Capital Projects	-	-	-	-	800,000	-
Appropriated Fund Balance	-	3,000,000	3,000,000	3,000,000	-	-
	<u>\$ 19,370,938</u>	<u>\$ 23,561,296</u>	<u>\$ 23,561,296</u>	<u>\$ 24,030,038</u>	<u>\$ 23,198,517</u>	<u>\$ 24,339,102</u>
EXPENDITURES:						
Operations	\$ 11,208,281	\$ 12,077,179	\$ 12,077,179	\$ 12,100,493	\$ 13,141,223	\$ 13,340,712
Capital Outlay	988,308	787,319	787,319	643,278	1,943,810	670,560
Debt Service	6,367,411	6,496,348	6,496,348	6,396,422	6,233,324	6,855,204
Transfer to OPEB Trust	60,000	67,500	67,500	67,500	75,000	75,000
Transfer to Capital Projects	300,000	3,450,000	3,450,000	4,200,000	1,250,000	2,600,000
Transfer to Designated Reserves	300,000	525,000	525,000	600,000	450,000	700,000
Operating Contingencies	-	157,950	157,950	22,345	105,160	97,626
	<u>\$ 19,224,000</u>	<u>\$ 23,561,296</u>	<u>\$ 23,561,296</u>	<u>\$ 24,030,038</u>	<u>\$ 23,198,517</u>	<u>\$ 24,339,102</u>

**GREENVILLE UTILITIES COMMISSION
REVENUE AND EXPENDITURES
GAS FUND**

	<u>2014-15 Actual</u>	<u>2015-16 Original Budget</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Projected</u>	<u>2016-17 Budget</u>	<u>2017-18 Plan</u>
REVENUE:						
Rates & Charges	\$ 36,342,568	\$ 41,690,037	\$ 41,690,037	\$ 32,893,100	\$ 35,653,000	\$ 36,175,600
Fees & Charges	139,335	138,688	138,688	139,365	142,153	144,996
Miscellaneous	208,082	139,182	139,182	148,656	145,350	147,860
Interest on Investments	74,173	54,496	54,496	80,712	80,000	80,000
Bond Proceeds	-	344,300	344,300	111,758	364,595	50,750
Appropriated Fund Balance	-	5,250,000	5,250,000	5,250,000	-	-
	<u>\$ 36,764,158</u>	<u>\$ 47,616,703</u>	<u>\$ 47,616,703</u>	<u>\$ 38,623,591</u>	<u>\$ 36,385,098</u>	<u>\$ 36,599,206</u>
EXPENDITURES:						
Operations	\$ 7,786,784	\$ 10,055,714	\$ 10,055,714	\$ 8,782,651	\$ 9,602,269	\$ 9,360,169
Purchased Gas	22,100,584	27,135,900	27,135,900	19,704,000	21,383,200	21,524,100
Capital Outlay	1,417,649	1,486,090	1,486,090	1,521,266	1,750,830	1,684,670
Debt Service	1,391,034	2,089,794	2,089,794	1,418,276	1,579,098	1,620,398
City Turnover	1,361,154	1,401,989	1,401,989	1,815,290	1,860,000	2,111,000
Transfer to OPEB Trust	60,000	67,500	67,500	67,500	75,000	75,000
Transfer to Capital Projects	1,500,000	5,250,000	5,250,000	5,250,000	100,000	200,000
Operating Contingencies	-	129,716	129,716	64,608	34,701	23,869
	<u>\$ 35,617,205</u>	<u>\$ 47,616,703</u>	<u>\$ 47,616,703</u>	<u>\$ 38,623,591</u>	<u>\$ 36,385,098</u>	<u>\$ 36,599,206</u>

**GREENVILLE UTILITIES COMMISSION
BUDGET BY DEPARTMENT
2016-2017**

Department	Electric	Water	Sewer	Gas	Total
Governing Body and Administration	889,627	885,660	888,160	900,660	3,564,107
Finance	5,151,226	1,651,520	1,617,307	1,602,545	10,022,598
Human Resources	1,130,051	606,365	578,803	440,993	2,756,212
Information Technology	4,044,519	1,006,327	1,010,568	1,084,051	7,145,465
Customer Relations	3,578,690	223,671	223,671	332,339	4,358,371
Electric Department	16,891,643	-	-	-	16,891,643
Shared Resources	27,500	22,250	22,250	23,000	95,000
Meter	1,558,399	425,027	425,027	425,027	2,833,480
Water Department	-	9,181,050	-	-	9,181,050
Sewer Department	-	-	10,137,055	-	10,137,055
Gas Department	-	-	-	6,362,292	6,362,292
Utility Locating Service	182,189	182,192	182,192	182,192	728,765
Ancillary	145,030,239	5,247,869	8,113,484	25,031,999	183,423,591
Grand Total	178,484,083	19,431,931	23,198,517	36,385,098	257,499,629

2015-2016

Department	Electric	Water	Sewer	Gas	Total
Governing Body and Administration	862,745	709,263	711,763	872,763	3,156,534
Finance	5,120,157	1,519,042	1,488,836	2,274,770	10,402,805
Human Resources	996,386	521,232	497,538	404,076	2,419,232
Information Technology	3,464,371	932,812	823,098	1,093,606	6,313,887
Customer Relations	3,445,270	215,328	215,328	430,662	4,306,588
Electric Department	15,426,636	-	-	-	15,426,636
Shared Resources	86,250	18,500	18,500	21,750	145,000
Meter	1,485,862	405,240	405,240	405,240	2,701,582
Water Department	-	8,478,132	-	-	8,478,132
Sewer Department	-	-	8,568,238	-	8,568,238
Gas Department	-	-	-	5,902,980	5,902,980
Utility Locating Service	135,952	135,957	135,957	135,957	543,823
Ancillary	169,203,260	5,583,833	10,696,798	36,074,899	221,558,790
Grand Total	200,226,889	18,519,339	23,561,296	47,616,703	289,924,227

**GREENVILLE UTILITIES COMMISSION
EXPENDITURES BY DEPARTMENT**

Department	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Budget	2017-2018 Plan
Governing Body and Administration	2,959,509	3,156,534	3,392,910	3,564,107	3,502,142
Finance	8,680,780	10,402,805	8,667,116	10,022,598	10,084,108
Human Resources	2,124,517	2,419,232	2,556,441	2,756,212	2,834,030
Information Technology	4,882,870	6,313,887	6,066,391	7,145,465	6,857,155
Customer Relations	3,611,615	4,306,588	3,939,003	4,358,371	4,305,157
Electric Department	15,059,582	15,426,636	15,562,016	16,891,643	17,440,557
Shared Resources	889,865	145,000	100,000	95,000	95,000
Meter	2,482,365	2,701,582	2,657,499	2,833,480	2,787,401
Water Department	8,207,877	8,478,132	8,570,113	9,181,050	9,115,678
Sewer Department	8,165,291	8,568,238	8,298,923	10,137,055	9,119,876
Gas Department	4,995,880	5,902,980	5,870,899	6,362,292	6,125,132
Utility Locating Service	480,864	543,823	560,170	728,765	667,737
Ancillary	208,983,755	221,558,790	199,538,890	183,423,591	187,630,637
Total	271,524,771	289,924,227	265,780,371	257,499,629	260,564,610



City of Greenville, North Carolina

Meeting Date: 5/12/2016
Time: 6:00 PM

Title of Item: Presentation on the status of East 10th Street traffic safety improvements

Explanation: Due to concerns about traffic and pedestrian safety on East 10th Street, the City has been working with NCDOT on potential safety improvements to East 10th Street from Cotanche Street to Oxford Road. Staff has requested that Kimley-Horn, NCDOT's consultant, provide an update to City Council on the status of proposed improvements.

Fiscal Note: No direct cost to discuss the issue.

Recommendation: Hear the presentation on the status of the East 10th Street traffic safety improvements.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 5/12/2016
Time: 6:00 PM

Title of Item: Arm access to Fourth Street Parking Garage

Explanation: Mayor Allen Thomas requested an item be added to the May City Council agenda to discuss arm access to the Fourth Street Parking Garage, including implementation and timeframe.

Fiscal Note: No direct cost to discuss the item.

Recommendation: Discuss the item as requested by Mayor Thomas.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 5/12/2016
Time: 6:00 PM

Title of Item: Discussion of policy for electric car stations in the Fourth Street Parking Garage

Explanation: Council Member P.J. Connelly requested an item be added to the May agenda to discuss a policy for the free electric car stations in the Fourth Street Parking Garage.

Fiscal Note: No direct cost to discuss the issue

Recommendation: Discuss the issue as requested by Council Member Connelly

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 5/12/2016
Time: 6:00 PM

Title of Item: Presentation and plan on naming rights, advertising and marketing

Explanation: Mayor Allen Thomas requested an item be placed on the May City Council agenda for a presentation and plan on naming rights, advertising and marketing; utilization of space to drive new streams of revenue.

Fiscal Note: No direct cost to discuss the issue.

Recommendation: Discuss the issue as requested by Mayor Thomas.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 5/12/2016
Time: 6:00 PM

Title of Item: Local Preference Update

Explanation: **Abstract:** During the March 14th and March 17th City Council Meetings, questions arose concerning the City's local preference program and how it could be improved to increase the effectiveness of the policy. Staff met with the City Manager and was directed to provide further information. Following is a brief on similar policies in other municipalities with local programs.

Explanation: The City of Greenville's local preference program is an aggressive program allowable under NC bid statute. Two programs in NC have small local business programs that are exempt from competitive bid law as a result of special legislation. Both the Charlotte and Durham programs have six-eight staff members that exclusively operate these programs. Following is a summary of each.

City of Charlotte: Charlotte Business Inclusion Program (CBI)

CBI is a small and minority/women business enterprise program. Its small business component is limited to vendors inside the Charlotte Metropolitan Statistical Area and additional counties based on the City's periodic assessment of where small business development initiatives will promote economic development within the city of Charlotte. The special legislation authorizes the City to establish bid and proposal specifications that include goals and good faith efforts requirements to enhance participation by small businesses in City contracts. It also permits the City to consider a bidder's compliance with such requirements in awarding contracts, and to refuse to award contracts to bidders that fail to comply. Where feasible, solicitation efforts are directed only to certified small businesses (SBEs). For construction and commodities contracts, such designations will be limited to informal contracts. For service contracts other than Architecture, Engineering and Surveying, the Program Manager may designate certain contracts or categories of contracts where participation is limited to SBEs. Like Greenville, the City is authorized and required to have a minority and women business participation program for certain City contracts by

G.S. 143-128.2., 143-128.1, 143-128.3, 143-128.4 and 143-131.

City of Durham Small Local Business Enterprise (SLBE) Program

City of Durham was successful in gaining the passage of Session Law 2011-168 Senate Bill 297, a local act amending the Charter of the City of Durham to authorize the City to establish a Small Business Enterprise Program. It is applicable only to individuals and firms in Durham, Orange, Person and Chatham Counties (Durham MSA) and applies to all construction contracts up to \$500,000 and architectural, engineering and surveying services contracts up to \$100,000. The Program uses restricted bidding where only vendors certified by the program (if three or more) may be solicited for contracts within the previously mentioned thresholds. If the number of required bidders is not available, the competitive bid statute applies. Durham has a separate Underutilized Business Program (similar to MWBE) created as a result of its latest disparity study that utilizes goals and requires good faith efforts for compliance.

These two program utilize methods, including restricted bidding, goal setting and good faith efforts to increase the utilization of small local firms. Other programs researched outside of North Carolina use these methods along with other inclusion methods such as bidding preference, which requires the owner to pay more to utilize a local firm (typically up to 5% with a cap not to exceed a specific dollar amount). In the first writing of the City of Greenville policy, this method was eliminated to ensure the City did not pay more for goods and services.

Considerations

In order to mirror a program like Charlotte or Durham, special legislation is required and a disparity study will be required. For a local act to be presented, a resolution by City Council seeking the local act would be the first step. After adoption of the resolution, the support of the local legislative delegation to introduce the local bill and secure its passage is required. For the 2016 Session, the deadline for submission of local bills to be drafted is May 3, 2016, and the deadline for introduction of a local bill is May 19, 2016. The 2017 Session will convene in January, 2017.

Both the Charlotte and Durham programs have six-eight staff members that exclusively operate these programs. These persons are required to certify vendors, perform goal setting tasks, provide business assistance and outreach, and support staff along with other duties.

Finally, it is likely that the implementation of a similar program would take up to three years to implement based on the experiences, costs, and timelines used by other municipalities.

Fiscal Note:

Program costs would depend on the type of program the City implements and

GUC's participation, which is currently 50% of the MWBE program costs.

Recommendation: Continue with to review and improve the City's MWBE program until budget capacity will allow expansions and additions.

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download
