



Agenda

Greenville City Council

August 15, 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 - Council Member Smiley

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

- Secretary Susan Kluttz - North Carolina Department of Natural and Cultural Resources

VII. Consent Agenda

1. Minutes from regular City Council meetings held on August 13, October 8, November 12, and December 10, 2015 and January 14, April 11, May 9, and June 6, 2016 and from the Personnel Policies Workshop held on August 13, 2015

2. Ordinance enacting and adopting Supplement #2016-S8 to the City of Greenville Code of Ordinances
3. Resolution amending the appointment process of the membership of the Greenville Youth Council
4. Reclassification and reallocation request for the Sanitation Division of the Public Works Department
5. Ordinance to amend the Manual of Fees to increase the off-duty rate of pay for the Greenville Police Department
6. Ordinances approving Greenville Utilities Commission's capital projects budgets
7. Sewer capital project budget ordinance for Greenville Utilities Commission's Candlewick Area Sanitary District Sewer Project
8. Acceptance of 2015-16 Municipal Support Grants from ElectriCities and the Pitt County Development Commission
9. Resolution Authorizing Certain Signatures on City of Greenville Purchase Orders, Contracts and Agreements
10. Purchase request for twenty-three (23) Ford Interceptor Sedans/SUV for the Police Department
11. Memorandum of Understanding with East Carolina University relating to the Lucille W. Gorham Intergenerational Center
12. Landscape agreement with the North Carolina Department of Transportation for a section of North Memorial Drive
13. Contract award for the 2016 Bond Street Repairs Phase 1
14. Report on Bids and Contracts Awarded
15. Various tax refunds greater than \$100
16. Budget ordinance amendment #1 to the 2016-2017 City of Greenville budget (Ordinance #16-036)

VIII. New Business

17. Presentations by Boards and Commissions
 - a. Historic Preservation Commission

b. Recreation and Parks Commission

18. Update on Imperial Tobacco Site Clean-Up
19. Presentation by the Development Finance Initiative (DFI) from the UNC School of Government for the Imperial Tobacco project area
20. Revision to Capital Investment Grant Program
21. Resolution approving the lease agreement with the State of North Carolina for the Lessie Bass Building located at 1100 Ward Street
22. Resolution approving the lease agreement with the State of North Carolina for the school building at the Lucille W. Gorham Intergenerational Center
23. Amendment to Board and Commission Policy

IX. Review of August 18, 2016, City Council Agenda

X. City Manager's Report

24. Update on the City of Greenville's 2016-2018 Strategic Plan
25. Update on potential parking lot modifications for the Merchants Parking Lot to accommodate tour buses

XI. Comments from Mayor and City Council

XII. Adjournment



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Minutes from regular City Council meetings held on August 13, October 8, November 12, and December 10, 2015 and January 14, April 11, May 9, and June 6, 2016 and from the Personnel Policies Workshop held on August 13, 2015

Explanation: Proposed minutes from regular City Council meetings held on August 13, October 8, November 12, and December 10, 2015 and January 14, April 11, May 9, and June 6, 2016 and from the Personnel Policies Workshop held on August 13, 2015 are presented for review and approval.

Fiscal Note: There is no direct cost to the City.

Recommendation: Review and approve proposed minutes from regular City Council meetings held on August 13, October 8, November 12, and December 10, 2015 and January 14, April 11, May 9, and June 6, 2016 and from the Personnel Policies Workshop held on August 13, 2015

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

Attachments / click to download

- [Proposed_Minutes_of_the_August_13_2015_City_Council_Meeting_1010492](#)
- [Proposed_Minutes_of_the_October_8_2015_City_Council_Meeting_1016473](#)
- [Proposed_Minutes_of_the_November_12_2015_City_Council_Meeting_1033426](#)
- [Proposed_Minutes_of_the_December_10_2015_City_Council_Meeting_1033752](#)
- [Proposed_Minutes_of_the_City_Councils_Jan_14_2016_Meeting_1034079](#)
- [Proposed_Minutes_for_April_11_2016_City_Council_Meeting_1026084](#)

- [Final Proposed Minutes for May 9 2016 City Council Meeting 1033395](#)
 - [Proposed Minutes Prepared for the June 6 2016 City Council Meeting 1034251](#)
 - [Proposed Minutes of the August 13 2015 Workshop on Personnel Policies 1032626](#)
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PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, AUGUST 13, 2015



A regular meeting of the Greenville City Council was held on Thursday, August 13, 2015 in the Council Chambers, located on the third floor at City Hall, with Mayor Allen M. Thomas presiding. Mayor Thomas called the meeting to order at 7:00 pm. Council Member Croskery gave the invocation, followed by the Pledge of Allegiance.

Those Present:

Mayor Allen M. Thomas, Mayor Pro-Tem Calvin R. Mercer, Council Members Kandie Smith, Rose H. Glover, Marion Blackburn, Rick Smiley and Richard Croskery

Those Absent:

None

Also Present:

City Manager Barbara Lipscomb, City Attorney David A. Holec and City Clerk Carol L. Barwick

APPROVAL OF THE AGENDA

City Manager Barbara Lipscomb advised the City Council Ward Holdings, LLC has asked to withdraw their rezoning request.

Council Member Blackburn moved to remove the above referenced rezoning request from the agenda, continue consideration of revised Personnel Policies to September 10th and to allow all persons who registered to speak under Public Comment at this meeting to do so. Council Member Smith seconded the motion, which passed by unanimous vote.

Upon motion by Council Member Glover and second by Council Member Croskery, the City Council voted unanimously to adopt the agenda with the noted changes.

SPECIAL RECOGNITION

BENNIE PILGREEN, RECREATION AND PARKS DEPARTMENT RETIREE

City Manager Lipscomb, joined by Mayor Thomas and Recreation and Parks Director Gary Fenton, read and presented Bennie Pilgreen with a plaque in recognition of his retirement after 30 years of service to the Recreation and Park Department.



PRESENTATION OF RIVER KEEPER CUP

Heather Jacobs Deck, Pamlico-Tar Riverkeeper, stated that a competition was established seven years ago between the City of Greenville and City of Washington to see who could get the most volunteers out to pick up trash. The competition has since extended to most of the communities along the river. She then presented Mayor Thomas with the River Keeper Cup in recognition of the City of Greenville being this year's winner of that competition and noting that it is the second time Greenville has won this award.

APPOINTMENTS

APPOINTMENTS TO BOARDS AND COMMISSIONS

Affordable Housing Loan Committee

Council Member Blackburn appointed Ronita Jones to an unexpired term that will expire January 2016 in replacement of Melissa Grimes, who had resigned. Council Member Smith seconded the motion, which carried unanimously.

Community Appearance Commission

Council Member Smiley continued all remaining appointments.

Environmental Advisory Commission

Council Member Blackburn continued all remaining appointments.

Firefighters Relief Fund Committee

Appointments were continued.

Greenville Utilities Commission

Council Member Croskery made a motion to appoint Thomas Stoughton to fill an unexpired term that will expire June 2018 in replacement of Chip Little, who had resigned. Council Member Smiley seconded the motion, which carried unanimously.

Human Relations Council

Council Member Glover made a motion to appoint Samar Badwan to an unexpired term that will expire in September 2017 in place of Enji Abdo who had resigned, appoint Rajesh Verma to fill a vacant position on the board with an unexpired term that will expire September 2017, appoint Ritvik Verma to fill an unexpired term that will expire October 2015 in place of Adam Caldwell, who was no longer eligible to serve, and to continue all remaining appointments. Council Member Blackburn seconded the motion, which carried unanimously.



Pitt-Greenville Convention & Visitors Authority

Council Member Glover made a motion to reappoint JJ McLamb to a first three-year term that will expire July 2018, appoint George Fenich to fill an unexpired term that will expire July 2016 in place of Scott Hucks, who had resigned and to continue the recommendation for the County seat. Council Member Croskery seconded the motion, which carried unanimously.

Public Transportation and Parking Commission

Council Member Croskery made a motion to appoint Warren Daniels to fill an unexpired term that will expire January 2018 in replacement of Marsha Wyly, who was no longer eligible to serve. Council Member Smith seconded the motion, which carried unanimously.

Recreation & Parks Commission

Council Member Smith made a motion to reappoint Audrey Nealy to a second three-year term that will expire May 31, 2018. Council Member Blackburn seconded the motion, which carried unanimously.

Youth Council

Mayor Pro-Tem Mercer made a motion to appoint Asha Armistead to an unexpired term that will expire September 2015 and to appoint Roman Bilan to an unexpired term that will expire September 2015. Council Member Croskery seconded the motion, which carried unanimously.

OLD BUSINESS

Ordinance requested by the North Carolina Department of Transportation to amend the Future Land Use Plan Map from an office/institutional/multi-family (OIMF) category to a commercial (C) category containing 22 acres and to amend the Horizons: Greenville's Community Plan Focus Area (or commercial node) Map designation for the property located at the intersection of North Memorial Drive and West Belvoir Road from a "Neighborhood Focus Area" to a "Regional Focus Area" – (Ordinance No. 15-036)

Planner Chantae Gooby noted this item was the subject of a public hearing held June 11, 2015 and was, at that time, continued to the August 13, 2015 meeting. She then stated the current Future Land Use Plan Map was adopted on February 12, 2004 and identified the property for which a change in designation has been requested, providing a brief history of said property. In 1969, the property was zoned IU (Unoffensive Industry). In 1979, as part of the Belvoir Highway Study, the property was rezoned to OR. In the late 1990's/2000, a section of Belvoir Highway was abandoned and was incorporated into the airport property. This resulted in the current terminus of Belvoir Highway at Haw Drive.



Ms. Gooby stated the subject area is located in Vision Area A. The subject property is impacted by the 500-year floodplain associated with the Tar River. Surrounding land uses and zoning are as follows:

North: CH and R6 - Vacant

South: OR – Pitt-Greenville Airport (runway) and NC Department of Corrections

East: RA20 – NCDOT facility

West: OR – Vacant (under common ownership by the applicant)

Based on the analysis comparing the existing land use (1,862 daily trips) and requested land use, the proposed land use classification would generate 916 trips to and from the site on Memorial Drive, which is a net decrease of 946 trips per day. Since the traffic analysis for the requested land use indicates that the proposal would generate less traffic than the existing land use, a traffic volume report was not generated.

Ms. Gooby stated that staff's opinion is that the request is compatible with the comprehensive plan. She reported that the Planning and Zoning Commission voted to approve the request at its May 19, 2015 meeting.

Following a brief discussion, Council Member Smith moved to adopt the ordinance to amend the Future Land Use Plan Map from an office/institutional/ multi-family (OIMF) category to a commercial (C) category containing 22 acres and to amend the Horizons: Greenville's Community Plan Focus Area Map designation for the property located at the intersection of North Memorial Drive and West Belvoir Road from a "Neighborhood Focus Area" to a "Regional Focus Area". Council Member Croskery seconded the motion, which passed by a 5 to 1 vote with Council Member Blackburn voting in opposition.

NEW BUSINESS

PUBLIC HEARINGS

ORDINANCE TO ANNEX ARBOR HILLS SOUTH, PHASE 4, INVOLVING 4.2815 ACRES LOCATED 800+/- FEET WEST OF EASTERN PINES ROAD AND 700+/- FEET NORTH OF L. T. HARDEE ROAD – (Ordinance No. 15-037)

Planner Chantae Gooby showed a map depicting the proposed annexation area, which is located within Grimesland Township in voting district #4. The property is currently vacant with no population, and population of 39 expected at full development. Current zoning is RA-20 (Residential-Agricultural), with the proposed use being 18 single-family residences.



Present tax value is \$107,038, with tax value at full development estimated at \$2,830,438. The property is located within Vision Area C.

Mayor Thomas declared the public hearing for the proposed annexation open at 7:35 pm and invited anyone wishing to speak in favor to come forward. Hearing no one, he then invited comment in opposition. Also hearing no one, Mayor Thomas closed the public hearing at 7:36 pm.

Council Member Croskery moved to adopt the ordinance to annex Arbor Hills South, Phase 4, involving 4.2815 acres located 800+/- feet west of Eastern Pines Road and 700+/- feet north of L. T. Hardee Road. Council Member Blackburn seconded the motion, which passed by unanimous vote.

ORDINANCE TO ANNEX DIXON FAMILY FARMS, INCORPORATED AND JEFFREY GRABOWSKI PROPERTIES, INVOLVING 41.9410 ACRES LOCATED ALONG THE EASTERN RIGHT-OF-WAY OF NC HIGHWAY 43 AND SOUTH OF IVY ROAD – (Ordinance No. 15-038)

Planner Gooby showed a map depicting the proposed annexation area, which is located within Chicod Township in voting district #4. The property is currently has one single-family residence and farmland with no population, and a population of 283 expected at full development. Current zoning is RA-20 (Residential-Agricultural) – Pitt County's jurisdiction - with the proposed use being 130 single-family residences. Present tax value is \$325,131, with tax value at full development estimated at \$23,400,000. The property is located within Vision Area C.

Mayor Thomas declared the public hearing for the proposed annexation open at 7:37 pm and invited anyone wishing to speak in favor to come forward. Hearing no one, he then invited comment in opposition. Also hearing no one, Mayor Thomas closed the public hearing at 7:38 pm.

Council Member Blackburn moved to adopt the ordinance to annex Dixon Family Farms, Incorporated and Jeffrey Grabowski Properties, involving 41.9410 acres located along the eastern right-of-way of NC Highway 43 and south of Ivy Road. Council Member Glover seconded the motion, which passed by unanimous vote.

ORDINANCE TO ANNEX OXFORD STREET, LLC, INVOLVING 4.122 ACRES LOCATED BETWEEN OLD FIRE TOWER ROAD AND ROSEMONT DRIVE AND 450+/- FEET EAST OF COUNTY HOME ROAD – (Ordinance No. 15-039)

Planner Gooby showed a map depicting the proposed annexation area, which is located within Winterville Township in voting district #5. The property is currently has one single-family residence and farmland with no population, and a population of 109 expected at full



development. Current zoning is OR (Office-Residential), with the proposed use being 50 multi-family units. Present tax value is \$200,250, with tax value at full development estimated at \$5,200,250. The property is located within Vision Area D.

Mayor Thomas declared the public hearing for the proposed annexation open at 7:39 pm and invited anyone wishing to speak in favor to come forward. Hearing no one, he then invited comment in opposition. Also hearing no one, Mayor Thomas closed the public hearing at 7:40 pm.

Council Member Blackburn moved to adopt the ordinance to annex Oxford Street, LLC, involving 4.122 acres located between Old Fire Tower Road and Rosemont Drive and 450+/- feet east of County Home Road. Council Member Glover seconded the motion, which passed by unanimous vote.

ORDINANCE REQUESTED BY VENTURE PARTNERS I, LLC TO REZONE 0.510 ACRES LOCATED SOUTH OF MELROSE DRIVE BETWEEN BRIGHTON PARK DRIVE AND WEST ARLINGTON BOULEVARD FROM MR (MEDICAL-RESIDENTIAL [HIGH DENSITY MULTI-FAMILY]) TO MO (MEDICAL-OFFICE) – (Ordinance No. 15-040)

Planner Gooby stated Venture Partners I, LLC have requested to rezone 0.510 acres located south of Melrose Drive between Brighton Park and West Arlington Boulevard from MR (Medical-Residential [High Density Multi-Family]) to MO (Medical-Office). The subject area is located in Vision Area F.

The Future Land Use Plan Map recommends office/institutional/multi-family (OIMF) along the northern right-of-way of West Fifth Street between Schoolhouse Branch and Harris Run. A traffic report was not generated as the property is not developable.

In 1986, the subject property was incorporated into the City's extra-territorial jurisdiction (ETJ) and zoned MD-3 and MD-5. Later, these districts were renamed to MO (Medical-Office) and MR (Medical-Residential) respectively. There are no known historical designations on the site, nor are there any known environmental conditions/constraints. Water and sanitary sewer are located in the right-of-way of Brighton Park Drive.

Surrounding land uses and zoning are as follows:

North: MR – Brighton Park Apartments and The Heritage at Arlington Apartments

South: MO – Vacant (under common ownership of the applicant)

East: MO – Eastern Area Health Education Center (approved site plan)

West: MR - Vacant

Ms. Gooby stated that, in staff's opinion, the request is in compliance with Horizons: Greenville's Community Plan, the Future Land Use Plan Map, and the Medical District Land Use Plan Update (2007). "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.

Ms. Gooby stated the Planning and Zoning Commission voted to recommend approval of the request at its July 21, 2015 meeting.

Mayor Thomas declared the public hearing for the proposed rezoning open at 7:42 pm and invited anyone wishing to speak in favor to come forward.

Bryan Fagundus – No Address Given

Mr. Fagundus stated he was speaking on behalf of the applicant. He stated their goal is to clean up the zoning pattern for the property, and he would be happy to answer any questions the City Council might have.

Hearing no one else wishing to comment in favor of the application to rezone, Mayor Thomas invited comment in opposition. Hearing none, Mayor Thomas closed the public hearing at 7:43 pm.

Council Member Croskery moved to adopt the ordinance to rezone 0.510 acres located south of Melrose Drive between Brighton Park and West Arlington Boulevard from MR (Medical-Residential [High Density Multi-Family]) to MO (Medical-Office). Council Member Blackburn seconded the motion, which passed by unanimous vote.

ORDINANCE REQUESTED BY WARD HOLDINGS, LLC TO REZONE 2.0361 ACRES LOCATED ALONG THE SOUTHERN RIGHT-OF-WAY OF EAST 10TH STREET AND 270+/- FEET WEST OF ELM STREET FROM R9 (RESIDENTIAL [MEDIUM DENSITY MULTI-FAMILY]) TO R6 (RESIDENTIAL [HIGH DENSITY MULTI-FAMILY])

This item was withdrawn.

ORDINANCE TO AMEND THE ZONING ORDINANCE BY ADDING SCHOOLS AS AN ALLOWED USE WITHIN THE IU (UNOFFENSIVE INDUSTRY) ZONING DISTRICT, SUBJECT TO AN APPROVED SPECIAL USE PERMIT AND ESTABLISHING SPECIFIC CRITERIA – (Ordinance No. 15-041)

Chief Planner Tom Weitnauer stated the Community Development Department received an application from Fred T. Mattox on behalf of the Eastern Carolina Vocational Center, Inc. (ECVC), for a text amendment to add schools as an allowed use within the IU (Unoffensive Industry) zoning district, subject to an approved special use permit and establishing specific criteria. This text amendment, which was proposed by ECVC and edited by City



staff with the applicant's permission, proposes to amend the zoning ordinance to permit schools within the IU (Unoffensive Industry) zoning district, through special use permits and compliance with the following criteria:

The text amendment proposes to add a new subsection to Section 9-4-86(W) as indicated with italicized text as follows.

(W) School. All structures shall maintain side and rear setbacks of 50 feet and a front yard setback at least 25 feet greater than that required for single-family residences within the district, except as provided in subsection (1) (g) through (j) herein.

(1) Schools may be allowed as a special use in the IU (Unoffensive Industry) zoning district provided the school complies with the following additional criteria:

- a. The property shall have a minimum of eight acres.*
- b. The maximum allowed building coverage shall be 40% of the property.*
- c. The property shall have a minimum public road frontage of 450 feet.*
- d. All loading and unloading of students shall be off-street.*
- e. All parking areas shall be off-street in accordance with Article O, Parking.*
- f. The school must be authorized by the State of North Carolina.*
- g. All new structures shall maintain setbacks of 50 feet from property and public street right-of-way lines.*
- h. Schools that occupy structures that existed upon the effective date of this section (August 13, 2015) shall maintain setbacks of 50 feet from public street right-of-way lines, but are exempt from setbacks from property lines.*
- i. The setback exemption in section (h) is not applicable to parcels created after the effective date of this section (August 13, 2015).*
- j. Buildings that existed upon the effective date of this section (August 13, 2015) shall not be expanded within a 50 foot setback from property and public street right-of-way lines.*

The text amendment, if adopted, would also amend Title 9, Chapter 4, Article D, Section 9-4-78 (Appendix A: Table of Uses) 8 to add "S"s in rows (g)(h) and (i) to align under the IU(Unoffensive Industry) zoning district column heading to indicate Junior, Senior, Elementary, Kindergarten and Nursery Schools are allowed uses pending approval of special use permits within the IU district. This text amendment would also add a cross-reference in the Table of Uses to review criteria in Section 9-4-86(W). (Exhibit A)

Chief Planner Weitnauer stated this text amendment that, if adopted, would apply in all IU zoning districts within the city and the City's extraterritorial jurisdiction (ETJ), pending an approved special use permit and compliance with criteria the applicant is proposing in the text amendment application. He showed maps depicting the location of the IU zoning district as well as the recognized industrial zoning district and the location of zoning districts where schools are currently allowed by right and where schools are allowed with approved special use permits.



Chief Planner Weitnauer stated that the applicant's original application has been revised since its submission. ECVC revised the figure in letter C regarding frontage, from 500 feet to 450 feet. After the Planning and Zoning Commission meeting on April 21, 2015, ECVC further revised the application to add criteria (g) through (j) as recommended by Community Development staff. Criteria (g) through (j) are intended to address a concern that the existing setback requirement of 50 feet would require ECVC to demolish a significant portion of the ECVC facility to comply with the 50 foot setback requirement for schools.

He noted that this item is not an evaluation of whether the ECVC facility has a legal nonconforming grandfathered land use as a school. ECVC wants to lease a portion of their building located at 901 Staton Road to a charter school. The charter school application indicates the school projects student enrollment for grades K-5 for 216 students in the first year and projects to enroll 468 students in grades K-8 in the tenth year of operation.

Upon receiving ECVC's text amendment application, staff was curious whether the property could be considered to accommodate a school use in light of the numerous and commendable activities that have taken place in the ECVC facility over the years. Staff encouraged the applicant to prepare a chronology of land use activities that have been conducted on the property throughout the years so that staff could ascertain whether a legal nonconforming grandfathered use could be determined which would avoid the need for a text amendment.

As staff suggested, ECVC submitted such a chronology on March 31, 2015, requesting consideration of the property for educational purposes as a grandfathered use. The City's Zoning Ordinance and Zoning Map were adopted on May 8, 1969, which zoned the ECVC property IU (Unoffensive Industry), and the original ECVC facility was completed and opened for operation in 1970.

The Community Development Department responded to ECVC's request in a letter dated April 8, 2015 informing them that a school cannot be permitted in the ECVC facility as a legal nonconforming grandfathered land and advising that they may appeal the City's interpretation by filing an Appeal of Administrative Decision to the Board of Adjustment.

Staff objects to the proposed text amendment for the following three reasons:

- Approval of the text amendment can lead to future limitations on industrial development - Other non-residential land uses likely would also pursue text amendments applicable in the industrial zones due to the precedent set by school(s) in the industrial districts. This will have the result of reducing the availability of property developed for industrial uses. A reduction in lands developed for industrial uses will limit the function of industrial districts' full potential. Industrial buildings and vacant industrial sites interspersed with service



and commercial uses will make it difficult for adjacent property having industrial zoning to develop, redevelop, or expand industrial facilities since there will be concern of exposing school students, faculty, and staff to noises, odor, large freight traffic, and potentially dangerous materials and fumes associated with industrial uses. Such a reduction in the full potential of Greenville and Pitt County's industrial districts may limit industrial employment, production, and industrial growth which is a vital segment of the local and regional economy. There are ample zoning districts within the City and ETJ where schools are allowed by right or with a special use permit. Another charter school recently began construction in another location that did not require a text amendment to obtain permits.

The ECVC property is immediately adjacent to two large sites to the east zoned Industry while the remaining property bordering ECVC's property is zoned Unoffensive Industry. If this text amendment is approved and a subsequent special use is approved to allow a charter school to occupy the ECVC building and later expand to accommodate the school's projected growth up to 468 students in 10 years, it is likely there will be increased scrutiny on what industrial uses and operations adjacent properties will be subjected to than would otherwise occur without the encroachment of a school use in the ECVC facility.

- Approval of the text amendment will introduce school students, faculty and staff to dangerous conditions typically associated with industrial districts - Approval of special use permits for schools could potentially expose school students, staff, and faculty to noises, odor, large freight traffic, and potentially dangerous materials and fumes commonly associated with industrial uses. As an example, in 2003 the West Pharmaceutical Services facility in Kinston threatened a school within 0.7 miles from the facility during a large industrial accident. To reduce such threats between incompatible land uses, it is a commonly accepted planning practice to separate sensitive non-industrial types of uses, such as schools, from being located within or immediately adjacent to property zoned for industry. The ECVC facility, where the charter school desires to locate, is almost in the geographic center of the recognized industrial district. The ECVC property is bound by two sites having the zoning district designation of Industry to the east while the remaining boundary of the ECVC parcel is zoned Unoffensive Industry.
- Approval of the text amendment would not be consistent with Horizons: Greenville's Community Plan. – In staff's opinion, the proposed Zoning Ordinance Text Amendment is not in compliance with Horizons: Greenville's Community Plan, 2009-2010 Update, Implementation Review, Vision Areas, Northeast, Policy B4 which states, "Encourage new industry and support businesses in the recognized industrial area." and Horizons: Greenville's Community Plan, 2004, Plan Elements, urban Form and Land Use, Employment Areas, Policy 6(c) which states, "Industrial development shall not be located in areas which would diminish the desirability of existing and planned non-industrial uses, nor shall non-industrial uses be allowed to encroach upon existing or



planned industrial sites. New industrial development shall be encouraged to locate in existing and/or planned industrial parks.

The adopted Horizons Plan's Future Land Use Plan Map designates the industrial district and the majority of other property with the Unoffensive Industry and Industry zoning districts with an Industrial future land use classification. The Horizons Plan describes the Industrial classification as, *"The land use plan supports the City's objective to locate the majority of industrial development north of the Tar River in the area designated as Greenville's Industrial Area and in the southwest quadrant in the southwest loop corridor. The only significant area where the land use plan supports new industrial growth is in these predetermined Industrial areas..."*

The Industrial land use category has associated zoning districts. These zoning districts specify the allowable uses for each of the land use categories. Within the Horizons Plan, the zoning districts listed in association with the Industrial Future Land Use category are Unoffensive Industry, Industry, Planned Unoffensive Industry, and Planned Industry.

Chief Planner Weitnauer stated that, in staff's opinion, the proposed Zoning Ordinance Text Amendment is not in compliance with Horizons: Greenville's Community Plan, 2009-2010 Update, Implementation Review, Vision Areas, Northeast, Policy B4 which states, *"Encourage new industry and support businesses in the recognized industrial area."*; and Horizons: Greenville's Community Plan, 2004, Plan Elements, Urban Form and Land Use, Employment Areas, Policy 6(c) which states, *"Industrial development shall not be located in areas which would diminish the desirability of existing and planned non-industrial uses, nor shall non-industrial uses be allowed to encroach upon existing or planned industrial sites. New industrial development shall be encouraged to locate in existing and/or planned industrial parks."*

The Planning and Zoning Commission voted to recommend denial of the request at its April 21, 2015 meeting.

Mayor Thomas declared the public hearing open at 8:09 p.m. and invited anyone wishing to speak in favor of the amendment to the zoning ordinance to come forward.

Phil Dixon – No Address Given

Mr. Dixon stated everyone knows he is an attorney in Greenville, but what might not be known is that his first job in private practice was with Fred Mattocks in 1971. Mr. Mattocks is a 20 year member and the current Chair of ECVC's Board of Directors and he asked Mr. Dixon to make the presentation tonight for a facility that has been a tremendous asset to the community. ECVC is facing a tremendous hardship and the City Council has the power to solve their problem. Simply put, it has outgrown a large portion of its facility, which was built in 1970. It was under construction before the property was zoned, but the City zoned it Unoffensive Industry while it was being constructed. It has been in use for educational



purposes for more than 45 years. ECVC no longer needs this space as it is not well-suited to its current needs. They received a very substantial contract with the Federal government, which required some expansion so they purchased the TRW facility in order to have space for production and distribution. ECVC has unsuccessfully been attempting to market this 88,000 sq. ft. property for more than two years by lease or sale. It is set up in classroom style and is really not suitable for industrial purposes. The choices are clear – continue to allow a facility perfectly suited to school use to sit idle and deteriorate or allow it to be repurposed and adapted in such a way as to become a viable community asset. The initial motion at the Planning and Zoning Commission (P&Z) meeting was to allow this, and Vice Chairman Powell talked about what a wonderful re-adaptive use this was for the facility, but the motion failed. Mr. Dixon stated it was surprising to him that this was not grandfathered when it's obvious from the chronology how much use this facility has had for education. He feels the problem is that the emphasis has been on the vocational aspect, when in fact, education is the overall umbrella and vocation is merely a subset of the education. Attorney Dixon stated he is also concerned about having this property put to an industrial use when it is adjacent to the Greenville Aquatics and Fitness Center.

Council Member Smiley agreed that everything Mr. Dixon said about ECVC is true, but the history of their good actions has no impact on the future of this space. They are not going to operate a facility in this space, and if not, then he questioned the logic of doing a text amendment for the entire area. He expressed concern that staff has written a text amendment so narrowly that it applies to the entire area, but nowhere but this one area can use it.

Bob Jones – No Address Given

Mr. Jones, who is President of ECVC, stated that each year they do a strategic plan review and ever since the property was listed in 2009, one of the challenges identified as a threat has been liability for the location on Staton road. They can't use it for industrial purposes, and if it can't be used for educational purposes such as a school or perhaps a Veteran's program, it is really putting them at a disadvantage financially because they still have to maintain the building. He asked the City Council to consider approval of the text amendment.

Fred Mattox – No Address Given

Mr. Mattox stated he's been on the Board for ECVC for about 20 years and has served as Chairman for the past two years. During this time, he has personally observed implementation of the ECVC goals, one of which is to provide job training and employment to persons with disabilities. He described a variety of ways in which these goals have been achieved. They have done an outstanding job, but their job will never end because there will always be people with disabilities that need the type of assistance offered by ECVC. They outgrew their facility on Staton Road, which was designed and built as a school. It is not designed to be an industrial site. They are asking tonight for the opportunity to find a user for this very unique building.



Hearing no one else wishing to speak in favor of the proposed amendment, Mayor Thomas invited comment in opposition. Hearing no one, Mayor Thomas closed the public hearing at 8:32 p.m.

Mayor Pro-Tem Mercer stated everyone knows what a significant contribution ECVC makes and he would like to help as much as possible. It's clear this is a unique situation. He asked if there are potential negative implications elsewhere within the City and if there is anything else that can be done to tighten this further if approved tonight.

Planner Weitnauer stated it is possible for someone to combine enough lots to meet the standard and noted that it is possible to write tighter standards to further reduce that potential.

Council Member Smith made a motion to approve the ordinance to amend the Zoning Ordinance by adding schools as an allowed use within the IU (Unoffensive Industry) zoning district, subject to an approved special use permit and establishing specific criteria. Council Member Glover seconded the motion, which passed by a vote of 5 to 1, with Council Member Smiley casting the dissenting vote.

RESOLUTION APPROVING \$7,500,000 IN MULTIFAMILY HOUSING REVENUE BONDS, SERIES 2015 (FOUNDATION FOR AFFORDABLE HOUSING NORTH CAROLINA AND MISSOURI PORTFOLIO) TO BE ISSUED BY THE PUBLIC FINANCE AUTHORITY -
(Resolution No. 046-15)

City Attorney Dave Holec stated this is a hearing to consider the proposed issuance by the Public Finance Authority (PFA) of not to exceed \$75,500,000 Multifamily Housing Revenue Bonds, Series 2015 (Foundation for Affordable Housing North Carolina and Missouri Portfolio) (Bonds), a portion of which in an amount not expected to exceed \$7,500,000 will be loaned to FFAH Glendale Court, LLC, a North Carolina limited liability company, an affiliate of the Foundation for Affordable Housing, Inc. (Borrower), to finance the acquisition and renovation of an existing affordable multifamily rental housing development located in Greenville.

Attorney Holec explained that PFA is a political subdivision of the State of Wisconsin, created for the purpose of issuing tax-exempt and taxable conduit bonds for public and private entities nationwide. PFA is sponsored by the National Association of Counties, the National League of Cities, the Wisconsin Counties Association, and the League of Wisconsin Municipalities. The Borrower has requested that PFA act as the issuer of the Bonds in order to achieve cost efficiencies by using a single bond issue to finance projects located in more than one state. The Bonds are not debt of the City of Greenville or PFA, but rather are payable solely from debt service payments received from the Borrower.



Federal tax law requires that tax-exempt bonds issued to finance affordable housing be approved by the elected legislative body of the governmental unit that has jurisdiction over the area in which the facility is to be located after holding a public hearing. The proposed facilities are within the jurisdiction of the City.

A portion of the proceeds of the Bonds will be loaned to the Borrower and used to finance and/or refinance the acquisition, rehabilitation, equipping and/or improvement of Glendale Court Apartments, a 100-unit multifamily rental housing development located at 111 Glendale Court, Greenville, North Carolina (Development); to pay interest on the Bonds, to pay costs of issuance of the Bonds, and/or to fund a debt service reserve fund for the Bonds.

The Bonds will be sold in a public offering with Stifel, Nicolaus & Company, Incorporated as the underwriter, and are expected to be issued in early September, 2015. The Borrower will agree to repay the principal, premium, if any, and interest on the Bonds. Neither the City nor PFA will have any liability whatsoever for the payment of principal or interest on the Bonds. Because no taxes or other revenues of the City are pledged to pay these Bonds, the staff of the City has made no financial analysis of the Bonds, the Borrower or the Development.

The Bonds do not constitute a debt of the State of North Carolina or any political subdivision or any agency thereof, including the City, or a pledge of the faith and credit of the State of North Carolina or any political subdivision or any such agency, including the City, but are payable solely from the revenues and other funds provided for in a loan agreement between PFA and the Borrower. Accordingly, the City pledges neither its taxing power nor revenues for these Bonds, and the Bonds will not affect the City's debt ratios or legal debt limit.

City Attorney Holec recommended that, following the public hearing, the City Council adopt a resolution approving, for purposes of meeting the requirements of the Internal Revenue Code of 1986, as amended, the issuance by the Public Finance Authority of a portion of its not to exceed \$75,500,000 Multifamily Housing Revenue Bonds, Series 2015 (Foundation for Affordable Housing North Carolina and Missouri Portfolio).

Mayor Thomas declared the public hearing open at 8:58 p.m. and invited anyone wishing to speak in favor of the proposed resolution to come forward.

Kristen Kirby – No Address Given

Ms. Kirby, who is an attorney with Hunton & Williams LLP of Raleigh, NC, stated they are acting as North Carolina Bond Counsel to the Foundation for Affordable Housing. They are a 501(c)(3) non-profit corporation whose charitable mission is to ensure the availability of affordable housing. They requested that the Public Finance Authority issue the bonds in the total amount of \$75,500,000 to acquire a portfolio of 12 existing affordable housing



developments, 9 of which are located in North Carolina and 3 of which are in Missouri. One of the North Carolina developments is the Glendale Court Apartments located in Greenville. \$7,500,000 will be used by the Foundation for Affordable Housing to acquire that property, perform any repairs identified in a critical needs assessment and establish a reserve for any repairs needed in the future. The City bears no financial responsibility for this transaction. It is just a necessary step to be taken in accordance with the tax code.

Hearing no one else wishing to speak in favor of the proposed amendment, Mayor Thomas invited comment in opposition. Hearing no one, Mayor Thomas closed the public hearing at 9:02 p.m.

Upon motion by Council Member Croskery and second by Council Member Blackburn, the City Council voted unanimously to adopt the resolution approving, for purposes of meeting the requirements of the Internal Revenue Code of 1986, as amended, the issuance by the Public Finance Authority of a portion of its not to exceed \$75,500,000 Multifamily Housing Revenue Bonds, Series 2015 (Foundation for Affordable Housing North Carolina and Missouri Portfolio).

ORDINANCE AMENDING TITLE 9 OF THE CODE OF ORDINANCES AS IT RELATES TO BOARDING OF BUILDINGS AND STRUCTURES – (Ordinance No. 15-042)

Interim Police Chief Ted Sauls stated that when a structure is boarded by a contractor hired by the Code Enforcement Unit, they are required to paint the boarding material to match either the primary color of the structure or the trim color. Currently, when a private citizen abates a nuisance property and boards the structure, the citizen is not required to paint the boarding material. In locations where numerous properties are boarded, it can become very unsightly. There is currently no recourse for the officers of the Code Enforcement Unit with regard to these locations. This ordinance amendment establishes the requirement that a private citizen or property owner/manager paint the boarding material to match either the primary or trim color of the structure being boarded. Interim Chief Sauls recommended approval of the ordinance following the public hearing.

Mayor Thomas declared the public hearing for the proposed amendment open at 9:04 pm and invited anyone wishing to speak in favor to come forward. Hearing no one, he then invited comment in opposition. Also hearing no one, Mayor Thomas closed the public hearing at 9:05 pm.

Council Member Smith moved to adopt the ordinance amending Title 9 of the Code of Ordinances as it relates to boarding of buildings and structures. Council Member Glover seconded the motion, which passed by unanimous vote.



ORDINANCE TO AMEND TITLE 10, CHAPTER TWO, ARTICLE X OF THE CITY CODE OF ORDINANCES RELATED TO TOWING AND IMPOUNDMENT OF VEHICLES WITH OVERDUE PARKING FINES AND PENALTIES – (Ordinance No. 15-043)

Interim Chief Sauls stated that currently the Parking Enforcement Officers can only "boot" or tow a vehicle if they locate it in violation of a parking regulation and it has three pending unpaid/overdue violations pending. In other words, the vehicle must be in violation for a fourth time and have three unpaid citations pending. This is not productive with regard to collection of unpaid and/or overdue penalties, and this amendment seeks to expedite that process.

The proposed amendment changes the requirement for the fourth violation and allows for towing of the vehicle when located and when three pending violations exist. Booting will be eliminated in lieu of towing for multiple reasons. Booting is dangerous for the enforcement officer, can lead to damage to the citizen's vehicle and is limited to the number of boots available. In contrast, towing ensures that contact is made directly with the owner and that the overdue/unpaid fees are collected prior to the release of the vehicle.

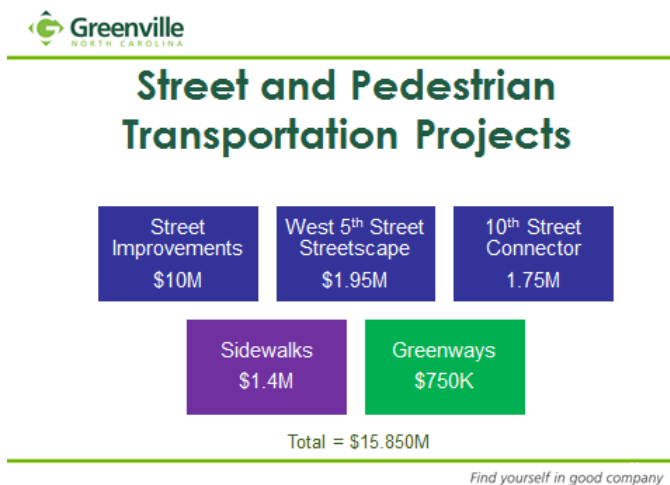
Council Member Blackburn asked if other communities are still using booting. Interim Chief Sauls replied that he feels sure some are, adding that there is a private lot downtown where private booting is utilized.

Mayor Thomas declared the public hearing for the proposed amendment open at 9:09 pm and invited anyone wishing to speak in favor to come forward. Hearing no one, he then invited comment in opposition. Also hearing no one, Mayor Thomas closed the public hearing at 9:10 pm.

Council Member Croskery moved to adopt the ordinance amending Title 10, Chapter 2, Article X of the Code of Ordinances as it relates to towing and impoundment of vehicles with overdue parking fines and penalties. Council Member Smith seconded the motion, which passed by unanimous vote.

PUBLIC HEARING FOR THE ADOPTION OF THE BOND ORDER AND A RESOLUTION CALLING FOR A BOND REFERENDUM FOR \$15,850,000 STREET AND PEDESTRIAN TRANSPORTATION BONDS AND NOTICE OF BOND REFERENDUM – (Resolution No. 047-15)

Financial Services Director Bernita Demery gave brief review of the projects proposed to be financed by the bond, as outlined in the slide below:



Mayor Thomas declared the public hearing open at 9:13 pm on the : “ORDER AUTHORIZING \$15,850,000 STREET AND PEDESTRIAN TRANSPORTATION BONDS” and stated that the City Council would immediately hear anyone who might wish to be heard on the questions of the validity of said orders or the advisability of issuing said bonds.

No one was present who wished to speak in favor of the question of the validity of said order or the advisability of issuing said bond. The following appeared in person in opposition to the question of the validity of said order or the advisability of issuing said bond:

Terry Boardman – No Address Given

Mr. Boardman stated there have been some people who have asked if he supports the \$15.85 million coming up for a bond in November, and his answer is no. The main reason is that the City already has \$83 million in a cash account with the Greenville Utilities Commission (GUC). By the time the bond goes through in the middle of next year, his estimate – including the \$13 million discussed at Monday’s meeting – is that GUC will have over \$100 million in the bank for which they are earning .25%. He sees no reason the City cannot just take the money, since it is the City’s money, or allow GUC to lend the City the money at 2%. He stated he is not sure of the rate with the proposed bond, but believes it is between 3% and 4%. Borrowing that money from GUC would be a win-win for everyone. Borrowing it at 2% would give GUC a greater return on their investment and would greatly reduce the City’s borrowing costs.

Mr. Boardman stated another reason he is opposed to the bond is that he heard somewhere, perhaps from the City Attorney, that there does have to be a rider in the bond about a tax increase – something like 2.5% to 5% - even if it is not used. The City has given eleven tax and fee increases in the last two years. He questioned whether the City Council really wanted to impose another increase. They may say they won’t use it, but once it is passed in the bond, they can use it.

In addition, Mr. Boardman expressed concern that the City Council disregarded the recommendation of their appointed blue-ribbon bond committee, who made a recommendation for a specific bond for roads only. It’s not a big issue, but it’s an issue.



Mr. Boardman stated there is time to do a bond correctly. He's not saying don't do a GO Bond, but take time and do it right. This is not an urgent issue. There is \$1 million budgeted for road repairs, which will be used next year. The City does not have to jump on this right now and he doesn't feel interest rates will increase significantly in the next six months. The City should investigate the possibility of working with GUC. If this was a difference of a quarter million dollars, it wouldn't be a big deal, but this offers the possibility of saving \$3 million for the City and allowing GUC to gain \$2.5 million in interest. He suggests the City Council defer the bond issue to March, which he thinks is the upcoming primary. Talk to GUC and develop a payable note which will save the community over \$5 million. Then look at Recreation and Parks, greenways, roads – get a whole package together – and do something that is big and will have everyone in the community in favor of it.

In response to Mr. Boardman's comments, Mayor Thomas asked if inter-agency financing is an option.

City Attorney Dave Holec stated it is not an option under the current charter provisions of Greenville Utilities. In order for that to occur, there would need to be an amendment to their charter by the North Carolina General Assembly.

Council Member Croskery recalled there was some reason for not delaying until the 2016 primary, but asked that someone refresh his memory.

City Attorney Holec stated there are different dates which are allowable for referendums and primaries are allowed, but the issue with that is the cost. The City pays based on the number of issues on the ballot, so incorporating this with the municipal election results in lower cost.

There being no one else who wished to speak in opposition to the question of the validity of said order or the advisability of issuing said bond, Mayor Thomas closed the public hearing at 9:24 pm.

All of the foregoing statements were duly considered by the City Council. The City Clerk announced that no written statement relating to said question had been received.

Thereupon, upon motion by Council Member Blackburn, seconded by Council Member Smiley, the order introduced on June 11, 2015 entitled "ORDER AUTHORIZING \$15,850,000 STREET AND PEDESTRIAN TRANSPORTATION BONDS" was read by title and placed upon its adoption. The vote upon the adoption of said order was 4 to 2, with Council Members Smith and Glover casting the dissenting votes. Mayor Thomas announced that the order entitled "ORDER AUTHORIZING \$15,850,000 STREET AND PEDESTRIAN TRANSPORTATION BONDS" was adopted.

The City Clerk was thereupon directed to publish said order, together with the appended statement as required by The Local Government Bond Act, as amended, once in The Daily Reflector.

City Attorney Holec then introduced a resolution, a copy of which had been provided to each Council Member and which was read by title "RESOLUTION CALLING A BOND REFERENDUM" and calls for the referendum to occur on November 3, 2015.



Thereupon, upon motion of Council Member Blackburn and second by Mayor Pro-Tem Mercer, the resolution entitled title "RESOLUTION CALLING A BOND REFERENDUM" passed by a vote of 4 to 2, with Council Members Smith and Glover casting the dissenting votes.

ORDINANCE AMENDING CITY CODE SECTION 2-1-11 CHANGING THE TIMES FOR REGULAR MEETINGS OF CITY COUNCIL – (Ordinance No. 15-044)

Council Member Croskery stated he brought up the potential change in meeting times for discussion at the June 11, 2016 Council meeting because, in addition to having a consistent start time, he feels this should be done out of consideration for City staff, who have already been at work for long hours prior to the start of a City Council meeting, and for the public as well, since starting the meeting an hour earlier would likely result in the meeting ending an hour earlier.

Council Member Blackburn expressed concern about changing the meeting time, noting that many citizens may not have adequate time to get off work and get to City Hall for a 6:00 pm meeting. Although she appreciates the impact on City staff, she said she feels strongly that public hearings should not begin before 7:00 pm.

Mayor Thomas declared the public hearing for the proposed amendment open at 9:30 pm and invited anyone wishing to speak in favor to come forward.

Keith Cooper – PO Box 30103 - Greenville

Mr. Cooper noted there are often many people in the audience for City Council meetings and many public hearings scheduled. Often, those who are present for the public comment period get frustrated and leave before having the chance to be heard because the process takes so long.

Hearing no one else wishing to speak in favor of the proposed amendment, Mayor Thomas invited comment in opposition. Hearing no one, Mayor Thomas closed the public hearing at 9:32 pm.

Council Member Blackburn stated she feels Mr. Cooper made a valid point. The Public Comment period is a time during which citizens can come to address anything of concern, whereas Public Hearings are tied to a specific agenda item. She stated she feels those should begin no earlier than 7:00 pm to allow citizens adequate time to get off work and get to the meeting. She moved to change the start time of Thursday Council meetings to 6:00 pm, move the Public Comment period nearer to the beginning of the meeting and schedule Public Hearings to begin no earlier than 7:00 pm; however, the motion died for lack of a second.

Council Member Smiley then moved to adopt the ordinance amending the city code relative to changing the times for regular meetings of City Council as it was written. Council



Member Croskery seconded the motion, which passed by a vote of 5 to 1, with Council Member Blackburn casting the dissenting vote.

PUBLIC COMMENT PERIOD

Mayor Thomas opened the public comment period at 9:43 pm, explaining procedures which should be followed by all speakers.

Joel Haran – 1101 E. 10th Street - Greenville

Mr. Haran, General Manager of Crave Restaurant and Bar, stated that having to take their table service and the consumption of alcohol inside at midnight will cause their business to go under. They are strong supporters of the LGBT community, and every Friday and Saturday night, it goes to them. At least 40% of their weekly sales is from evening service, and at least half of that is between midnight and 2:00 am. Their patrons like to be outside, and they've never experienced problems with this before. They need to have the ability to provide service outside until 2:00 am. He stated that all of their nighttime staff has been through Bouncer training and 22 employees won't have jobs if their business fails.

Jeremy Jordan – 707 W 4th Street – Greenville

Mr. Jordan stated he's one of the 4 owners of the Crave Restaurant and Bar, formerly the Topsy Teapot, and that he opposes new regulations for the use of private property abutting the Fourth Street Parking Garage. It is his understanding that there is a very old public easement running underneath their patio area which was discovered during planning for the parking deck. With the smaller footprint of the parking deck, this easement was not needed. They are not seeking any additional space; merely the use of the private property they are paying to use. This is their back patio, which is clearly a different thing from a public sidewalk. Contrary to info in the agenda packets which listed this space as unusable, there has been a very nice patio there since the Topsy Teapot opened for business in 2005. Mr. Jordan stated they leased the space with the understanding that the patio was theirs to use as needed. Revenue from their daytime business alone is not adequate to sustain us. They must have the nighttime revenue as well. They have just invested a considerable amount of money in updating this location, not to mention the money they invested in their previous location from which they were displaced because of the 10th Street Connector Project, and if this regulation passes, they will be forced to close. There will be one more large vacancy in the Uptown district and the City will have once again closed the only LGBT social venue in town, not to mention a thriving restaurant and cost 22 people their jobs.

Ron Allison – 1704 E 5th - Greenville

Mr. Allison stated he had come to address the Trap, Neuter, Release (TNR) program, although he does support the gentlemen who spoke before him. As both a tax-paying citizen and President of the Humane Society, he is in favor of this program, which the Police Department has spent much time preparing. Reality is that there is much food around and the question is what will eat the food. Is the preference to have a healthy cat, immunized



against rabies eat that food, or to have snakes, rats and potentially sick animals eat it? Currently, the City spends a lot of money collecting feral cats, picking them up and killing cats. If TNR is approved, you stop the production cycle and eventually the population will die out.

Bianca Shoneman – PO Box 92 – Greenville

Ms. Shoneman, Director of Uptown Greenville, stated this is an exciting time for the entire community, with everyone coming together to create a new downtown – Uptown Greenville. To be a truly great community, downtown must delight, inspire, entertain, educate and provide an array of services. It should bustle with energy from its workforce to its industrial and dining district. It should be the City's most unique and stimulating environment. It should be a place that epitomizes the City's power and pulse. One contributor to this vibrancy is, without a doubt, outdoor dining. Outdoor dining is a positive contribution to the culture of the district. The Board of Directors took a poll and voted to encourage the City to request a revision to the proposed ordinance on outdoor dining at the new parking deck outdoor courtyard. Uptown Greenville stands in support of the ordinance with suggested revisions, such as extending courtyard food operations until 2:00 am, perhaps with a 3-strike rule for violators.

Dave Barham – No Address Given

Mr. Barham stated this past Monday he heard a man on the radio from the Environmental Protection Agency (EPA) in Raleigh being interviewed about air quality in North Carolina. He said between 2014 and 2015, the air quality in North Carolina was good, but people still need to use less energy. People need to walk, ride bicycles or ride mass transit. Greenville really doesn't need that new real estate for which the Council is pushing so hard. A place for mass transit and two little trails, one for walking and one for biking, is all that is needed. The by-pass is not needed. Also on the radio, the Mayor of Raleigh was talking about alternative fuels. She said they use bio-diesel for heavy equipment, propane for some Police cars and she is embracing electric cars. Mr. Barham stated he kept waiting to hear whether it paid off, but there was nothing said. That reminded him of 2011, when former Mayor Pat Dunn was embracing the electric bus. That's fine, but this is taxpayer money. Mr. Barham spoke to former Public Works Director Wes Anderson and asked how the bus was doing. Director Anderson told him fine. A regular bus costs \$400,000-\$450,000, but that new electric bus cost \$650,000. A few weeks later, Mr. Barham saw former Mayor Dunn at a meeting and asked her how the electric bus was paying off – how it was doing on miles per gallon. She did not respond and appeared to have no idea. He is not in favor of politicians embracing anything if they have no end game.

Keith Cooper – PO Box 30103 – Greenville

Mr. Cooper stated there was discussion today about Human Resources (HR) policies and procedures and he appreciates what Human Resources Director Leah Futrell is doing to revamp these. A lot of the problems with HR are that policies are archaic, then new policies are built on top of those. It is like a new structure being built upon toxic waste. It is



imperative to make sure policies are fair. Subjectivity should be removed from the hiring process and decisions should be based on a person's competence. Another thing he wanted to discuss is the election year coming up. There will be groups of politicians, predominately White politicians, going into predominantly Black neighborhoods and churches asking for votes. It is time to insist on accountability. What will each incumbent do about violence or crime if re-elected? What will be done about youth employment or vocational training? What about stronger wages for City employees? Mr. Cooper stated he saw Calvin Mercer speaking at an NAACP Freedom Banquet a couple years ago and he referred to the NAACP as the NCAA. It was very offensive. These are the same politicians going into these communities asking for votes, but many of them no nothing about the history of those they are proposing to serve. On a final point, there has been talk of spending thousands of dollars on studies related to Recreation and Parks. What about doing a moral study? Their employees have some very serious issues. They just lost Recreation Supervisor Priest McNair, which the City will say is because of distance. That is one of the reasons he left, but there are other issues, such as the Recreation Superintendent. There should be a study of moral issues and low salaries. Travis Clemmons has been working there 21 years and is making just over \$33,000 a year, while John Barrow at the Aquatics and Fitness Center, with just 4 years of service is making the same salary. That is not right and these kinds of issues need to be dealt with.

Lisa Brantley – 205 Nichols Drive – Greenville

Ms. Brantley stated she has been before the Council previously because her pet cat was trapped by Tonya Greene, a neighbor in Eastwood Subdivision. Ms. Greene told her she was trapping because she wanted to catch another neighbor's cat. It is well-known in the neighborhood that Ms. Green doesn't like this other neighbor and Ms. Greene did not notify that neighbor when she was going to trap. This other neighbor did not sign the permit, and the City's ordinances states that if a person is going to trap, he/she must obtain a signature from an adjoining neighbor. That didn't happen because she didn't like him and wanted to trap his cat, but in the process, Ms. Brantley's cat and several others were trapped. At the start of this, Ms. Brantley notified Animal Control and voiced her concern about her cat being lured into a trap. She described her cat to the officer and stated her cat had a purple collar, indicating it belonged to someone. She finally found her cat and was fined \$35.00 for the return of her cat. City ordinances state that no fine or fee shall be collected for any animal unlawfully impounded. She was denied a request for the return of her funds. The reason for trapping was never really clear, and she was never informed of grounds for a nuisance complaint. After this occurred, Ms. Brantley met with Council Member Blackburn, City Manager Lipscomb and the Police Chief. There was agreement to return her funds under terms she won't go into, and there was acknowledgement of her concern, which she appreciates. She was lead to believe there would be an internal investigation and was told she would be contacted, but no one has contacted her, nor has her money actually been returned. She feels like something is wrong and there is no accountability on the part of Animal Control for not following City ordinances. She would really like to have her money back because she would like to donate it to the TNR Program.



Aaron Lucier – 1516 Thayer Drive – Greenville

Mr. Lucier stated he has lived in Greenville for about 20 years, after moving here from Philadelphia. He grew up in the Philadelphia suburbs and always enjoyed the downtown community. When he arrived in Greenville to interview at ECU, he got lost and arrived in downtown, where the Evans Street Mall was still filled in. It was not a great experience. Since that time, a much more vibrant and alive downtown area has evolved. On a recent night out, he saw Mayor Thomas and other elected officials downtown, and that would not have happened 20 years ago. It is not all down to what City Councils have done, but also the work of business owners. The gentlemen who own Crave have a long history of owning businesses here. They have taken risks to establish those businesses here and that should be rewarded by respecting those businesses. The proposed ordinance does not do that, nor does it respect a lively downtown. He feels that is a disgrace. He stands strongly in the fact that the City Council should support these businesses.

Michael Glenn – No Address Given

Mr. Glen, who indicated he is a downtown business owner, said he has heard people refer to Greenville as the fast food capital of the world, which is a rather unfortunate association. It is so difficult to be in small business in a town like Greenville. There is growth and competition, and the food industry is especially difficult. The owners of Crave have made such an incredible effort to provide something local. If they want to put chairs outside and entertain outside, let them. Don't be so quick to regulate good ideas. Allow them to flourish. Don't make it more difficult to be independent in Greenville.

Will Russ – No Address Given

Mr. Russ stated he's been a resident and business owner in Greenville for about 10 years, after deciding to centralize here and move from neighboring counties. The brought employees and the bulk of their business, and they did that because there is a lot of opportunity here. He stated he is really passionate about Greenville. When trying to create a positive business environment, it is necessary to look at the owners and the people in charge of these businesses, and look at their story. When you look at the owners of Crave, they've had to come up against a lot. They invested in their business on Dickinson Avenue, and with the development change of the 10th Street Connector, they had to relocate. It was difficult to find somewhere that fit. The City has many ordinances and regulations that are geared toward a different time when there were college bars all over Cotanche Street that didn't add to the vibrance of downtown. These guys are reputable business people with business sense and an investment in the community. Mr. Russ stands behind them and hopes this can be made to work.

Michael Musgrove – No Address Given

Mr. Musgrove stated he would like to address the safety of the outdoor dining issue. The tables at the Crave location have been outdoors for ten years. There is another night club right beside the Crave location that has outdoor drinking, and there have been no issues.



There being no one else present who wished to address the City Council, Mayor Thomas closed the public comment period at 10:18 pm.

OTHER ITEMS OF BUSINESS

ORDINANCE REVISING THE UPTOWN OUTDOOR DINING PERMIT STANDARDS FOR PROPERTIES THAT ABUT THE UPTOWN PARKING DECK PLAZA – (Ordinance No. 15-045)

Planner Chantae Gooby stated she needed to make a correction to the ordinance that was included in agenda packets. It should say “west of and adjacent to the parking deck” and not “east of and adjacent to the parking deck” in the Section 6-2-69 for the definition of the Uptown Parking Deck Plaza. She also noted that in Section 6-2-75, the word “or” should be added at the end of each of the reasons for which an outdoor dining permit in the Uptown Parking Deck Plaza may be revoked. The permit may be revoked for any of these reasons; revocation does not require all of the violations.

Planner Gooby stated that Uptown Outdoor Dining Permit standards were adopted in May of 2013. Since that time, staff and Uptown Greenville merchants, property owners, and members have met on several occasions to address some concerns and potential changes to the outdoor dining standards for properties that abut the Uptown Parking Deck Plaza. The construction of the Uptown Parking Deck involved changes in the environment for properties that abut the parking deck. Prior to the construction of the parking deck, these properties were located at a lower elevation than the previously existing parking lot. Because of the new parking deck plaza area, these properties are on the same elevation as the plaza area. Property owners in this area would like to use this previously “un-usable” area as an extension of the restaurants and/or dining and entertainment establishments in this area presently or in the future. These revisions do not change the current regulations for properties that are located in the Uptown Outdoor Dining Area.

Planner Gooby stated this process is similar to the current process for restaurants and/or dining and entertainment establishments that use City-owned sidewalks and alleys. Through this process, the sponsoring establishment has to demonstrate compliance with all applicable rules, regulations, ordinances, laws or statutes, including the Americans with Disabilities Act (ADA) and those regulations promulgated or enforced by the North Carolina Alcohol Beverage Control Board and the Pitt County Health Department (Environmental Health). Being located in the Uptown Outdoor Dining Area does not guarantee a permit will be granted by the City.



These standards are crafted to allow outdoor dining, while also allowing safe and unimpeded pedestrian passage. These standards would eliminate or mitigate any negative effects associated with outdoor dining such as noise, trash, or a public nuisance.

It is important to note that these regulations are for restaurants and/or dining and entertainment establishments and, as such, there are no additional personnel (bouncers) requirements for the outdoor dining area that are required for public/private clubs. These regulations are intended to promote dining in this area.

To expedite the process, the permit would be approved at the staff level and would not require City Council consideration. Planner Gooby then discussed conditions of the permit:

- Outdoor dining must be associated with an operating restaurant and/or dining and entertainment establishment in the Uptown Dining Area that is under the same management and shares the same food preparation facilities, restroom facilities, and other customer conveniences as the restaurant and/or dining and entertainment establishment. For this application, the property shall specifically abut the Uptown Parking Deck Plaza.
- Outdoor dining shall be in accordance with the plan approved by the outdoor dining permit.
- All furniture must be removed from the outdoor dining area each day by 12 a.m. Furniture may be stacked and/or stored in the outdoor dining area adjacent to the exterior wall of the subject property (must provide a scaled drawing delineating where and how furniture will be stacked and/or stored). Furniture shall be secured in order to deter it from being used as a weapon against others or damage property (real or personal).
- No food consumption and/or possession of food or alcohol after 12 a.m is allowed in the outdoor dining area.
- Temporary barriers are allowed provided that these are no more than 48 inches in height and non-flammable. Barriers shall not be permanently mounted and/or attached to the plaza area. Materials are to be reviewed and approved by the Fire Marshal. Barriers should be of a sufficient weight to prevent them from being easily tipped over.
- Food serving equipment or food service equipment to hold, store, heat, warm, cold, chill, or otherwise to keep food to be served may be located in the outdoor dining area. The equipment shall not be stored in the outdoor dining area and shall be removed by 12 a.m.
- Space heaters may be used in the outdoor dining area as shown on an approved site plan (must be approved by Fire Marshal).
- At the request of the Greenville Police Department for special events (i.e., Halloween), all furnishings/barriers of the outdoor dining area shall be removed from the entire outdoor dining area.
- Furniture may be returned to the outdoor dining area after 6 a.m. the following day.



- Outdoor dining area shall not be enclosed by fixed walls and shall be open to the air.
- Furniture may be of any construction except plastic.
- No tents or cash registers are allowed in the outdoor dining area.
- No music from any source (acoustic, electric or other) shall be allowed in the outdoor dining area.
- No additional signage shall be allowed in the outdoor dining area except as allowed in Title 9, Chapter 4, Article N of the City Code.
- Umbrellas are allowed provided vertical and horizontal clearances on sidewalks, as required by the North Carolina State Building Code and the Americans with Disabilities Act, are maintained.
- No electrical/extension cords may be used in the outdoor dining area.
- No flooring, decking, terracing or other floor material may be installed in the outdoor area.
- No food or beverage can be served to a patron in the outdoor dining area unless the patron is seated at a table.
- Accessible routes, as required by the North Carolina State Building Code, shall be maintained.
- Outdoor dining area may be expanded to an abutting property with the written permission of the abutting property owner and the inclusion of the area in the outdoor dining permit.
- Permit holder must comply with all applicable rules, regulations, ordinances, laws or statutes, including the Americans with Disabilities Act (ADA) and those regulations promulgated or enforced by the North Carolina Alcohol Beverage Control Board and the Pitt County Health Department (Environmental Health).
- Outdoor dining operation must comply with all State and local sanitary and health regulations.
- Addition of outdoor dining shall not cause the restaurant and/or dining and entertainment establishment to exceed the capacity of patrons as determined by the size of the kitchen as determined by Pitt County Health Department.
- The permit holder shall maintain general commercial liability insurance, naming the City as additional insured in the amount of not less than \$1,000,000 and submit a current certificate of insurance demonstrating continued compliance with this subsection. Such insurance shall not be cancelled without thirty (30) day written notice to the City.
- The City maintains the right to enter the outdoor dining area at any time for inspecting the area, ascertaining compliance with conditions of the permit, or making any repairs to public sidewalks and/or alleys.

She then explained the responsibilities of the permit holder:

- Keep the outdoor dining area free of garbage, trash, refuse, and other waste materials;
- Maintain the outdoor dining area in a clean and usable state and must protect the right-of-way from damage;



- Properly clean and remove, for the safety of pedestrians and for environmental concerns, any food, drink, and other items spilled in the sidewalk, alley, or adjacent areas located in the right-of-way;
- Use and occupy the outdoor dining area in a safe and reasonable manner in accordance with applicable laws including the provisions of this article; and
- Keep and maintain the outdoor dining area in good and complete state of repair and condition, except for ordinary wear and tear.

Planner Gooby stated that an outdoor dining permit is not transferable. A change in ownership of the restaurant or dining and entertainment establishment requires re-application. The outdoor dining permit is valid for one year on a calendar year basis (from January 1 through December 31) and will expire on December 31 regardless of when the outdoor dining permit is issued.

Planner Gooby then explained conditions for revocation of a permit. The outdoor dining permit may be revoked if it is determined that the permit holder is guilty of any one or more of the following:

- Deliberately misrepresenting or providing false information in the permit application
- Violating any provision of the City Code or county health department regulations in connection with the operation of the outdoor dining
- Violating any law, regulation, or ordinance regarding possession, sale, transportation or consumption of intoxicating beverages or controlled substances in connection with the operation of the outdoor dining
- Operating the outdoor dining in such a manner as to create a public nuisance or to constitute a hazard to public health, safety, and welfare; specifically including failure to keep the outdoor dining area clean and free of refuse
- Failing to maintain any health, business, or other permit or license required by law for the operation of the restaurant and/or dining and entertainment establishment

Enforcement of these regulations will be the responsibility of the Director of Community Development or an appropriate designee. An appeal of a citation or of a denial or revocation of a permit shall be presented in writing to the Director of Community Development no later than five (5) calendar days after its issuance.

Planner Gooby stated that any violation of the provisions of this ordinance shall subject the offender to a civil penalty in the amount of \$50. Violators shall be issued a written citation, which must be paid within 72 hours. If the person fails to pay the civil penalty within 72 hours, the City may recover the penalty including all costs and attorneys fees by filing a civil action in the general court of justice in the nature of a suit to collect a debt.

Council Member Smith asked where this proposal originated.



Community Development Director Merrill Flood stated staff realized the existing outdoor dining policy was not a good fit for the area around the parking deck. Area merchants expressed an interest in working with the City to draft revisions.

Council Member Smith asked how long the process had been ongoing and whether any City Council Members were involved.

Director Flood said he thinks the process began around the end of May, and he was not aware of any City Council Members involved.

Council Member Glover asked whether the Topsy Teapot had outdoor dining while it was still in business.

Director Flood stated staff had been told that they did, but they did not have a permit for it.

Council Member Glover questioned whether that might be the reason for the new rules. She stated she feels the new rules are discriminatory to the owners of Crave. They were forced out of their comfort zone due to the 10th Street Connector and they are now experiencing problems because of the parking garage. Sometimes the City is unconsciously guilty of racial acts without saying that's what is happening.

Council Member Smith moved to adopt the proposed ordinance with the change that restaurants be allowed to provide outdoor dining service until 2:00 am, be allowed until 2:30 for cleanup and for customers to depart and that furniture be allowed to remain in place as long as it doesn't impede traffic or block any entrances or exits. Council Member Glover seconded the motion.

Council Member Smiley asked if nothing was passed at this meeting, could these restaurants continue to operate with outdoor dining.

Planner Gooby stated they could not.

Council Member Blackburn stated she has been working with the owners of Crave for many months and feels they are fine business owners. She feels they have made a great investment in their business and display a sense of wanting to move forward.

City Attorney Holec stated to be sure everyone is considering the same thing, the ordinance would still require a permit with minimum standards. He noted that there are other conditions in the ordinance that Council Member Smith's motion appears to eliminate:

- Under Section 6-2-71(A), the last two sentences should be deleted
- Under Section 6-7-72, items d and f would be changed to 2:00 am and items c, h and i would be eliminated



- Under Section 6-2-75, the word “or” should be added at the end of item (D)

Council Member Smith said she would accept all of the points noted by Attorney Holec as being incorporated into her motion. Council Member Glover accepted the addition as well.

Council Member Blackburn asked about outdoor music.

Planner Goody stated the City does have a noise protection ordinance.

Interim Police Chief Sauls stated that no amplified sound is allowed anywhere in the City without a permit and that the permit is required for every night of use.

City Attorney Holec noted that item (M) under Section 6-2-72 should be deleted as well; Council Members Smith and Glover concurred.

There being no further discussion, the motion to adopt the proposed ordinance revising the Uptown Outdoor Dining Permit Standards for properties that abut the Uptown Parking Deck Plaza with changes as noted herein passed by unanimous vote.

PRESENTATION ON TRAP, NEUTER AND RELEASE (TNR) PROGRAM FOR FERAL CATS

Interim Chief Sauls stated that Animal Protective Services has been asked to develop options for City Council consideration for implementation of a Trap, Neuter, and Release (TNR) Program for feral cats. TNR is a process by which a feral cat is trapped, medically altered, visually marked and returned to its habitat. The goal of the program is to gradually reduce the number of feral cats within a given location. Animal Protective Services researched various programs in peer cities and also met with local advocates to determine best practices for this proposal. If approved to move forward with establishing a TNR program in Greenville, an ordinance will need to be developed and brought back to City Council for approval before the program can begin.

Mayor Thomas asked who pays for the program.

Interim Chief Sauls said that is a good question as it is currently unknown what the expense may be. If approved for implementation, the fiscal responsibility will rest with the groups that are approved, but staff will be required to complete permits when requested by TNR groups and inspect feral cat colonies. Workload increases should be expected and personnel requirements may need to be addressed in the future.

Council Member Blackburn stated these cats are already out there and are breeding. The point of the program is to allow Animal Protective Services and volunteer groups to sterilize them so that the populations are naturally reduced. She stated she would like to see this program move forward.



Council Member Smith asked about the cost of a microchip.

Interim Chief Sauls estimated the cost at \$30. He said he believes a TNR group can get a cat sterilized, microchipped and vaccinated for about \$65.

Council Member Blackburn stated there is a group of volunteers who want to help people with cats who can't afford to get them sterilized. They may not want to microchip because of the cost involved, but want to sterilize, vaccinate for rabies and tip the ear. She then moved to have staff develop an ordinance to bring to the City Council for consideration. Council Member Smith seconded the motion.

- ❖ Council Member Glover departed at 11:44 pm without being formally excused by the City Council and, as such, will be counted as voting "yes" on all matters that follow.

Mayor Pro-Tem Mercer stated money is a concern, but it sounds as if the program is needed. He asked if the proposed ordinance would go through the Planning and Zoning Commission.

City Attorney Holec stated this was not a zoning ordinance, so it was not required, but the Council may want their input.

There being no further discussion, the motion to have staff develop an ordinance for a Trap, Neuter and Release Program for feral cats to bring to the City Council for consideration passed by unanimous vote.

RESOLUTION ADOPTING REVISED CITY OF GREENVILLE PERSONNEL POLICIES

This item was continued to September.

COMMENTS FROM THE MAYOR AND CITY COUNCIL

The Mayor and City Council made comments about past and future events.

CITY MANAGER'S REPORT

City Manager Lipscomb asked Public Information Officer/Communications Manager (PIO) Steve Hawley to give an update on the Bond Referendum.



UPDATE ON BOND REFERENDUM

PIO Hawley stated the Bond Education Committee has been working on materials and asked that anyone who knows of groups where they can make presentations get in contact with him or call the City Manager's Office.

ADJOURNMENT

Council Member Croskery moved to adjourn the meeting, seconded by Council Member Smith. There being no further discussion, the motion passed by unanimous vote and Mayor Thomas adjourned the meeting at 11:56 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Carol L. Barwick".

Carol L. Barwick, CMC
City Clerk

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, OCTOBER 8, 2015



A regular meeting of the Greenville City Council was held on Thursday, October 8, 2015 in the Council Chambers, located on the third floor at City Hall, with Mayor Allen M. Thomas presiding. Mayor Thomas called the meeting to order at 6:00 pm. Council Member Croskery gave the invocation, followed by the Pledge of Allegiance.

Those Present:

Mayor Allen M. Thomas, Mayor Pro-Tem Calvin R. Mercer, Council Member Kandie Smith, Council Member Rose H. Glover, Council Member Marion Blackburn, Council Member Rick Smiley and Council Member Richard Croskery

Those Absent:

None

Also Present:

City Manager Barbara Lipscomb, City Attorney David A. Holec, City Clerk Carol L. Barwick and Deputy City Clerk Polly W. Jones

APPROVAL OF THE AGENDA

Upon motion by Council Member Croskery and second by Council Member Glover, the City Council voted unanimously to approve the agenda.

PUBLIC COMMENT PERIOD

Mayor Thomas opened the public comment period at 6:05 pm, explaining procedures which should be followed by all speakers.

Dave Barham – No address given

Mr. Barham said he was speaking in a self-proclaiming fashion with no tangible evidence to back him up, but he would like to attempt to protect the free-enterprise system in Greenville from the horrible radical influence of the environmentalists on this City Council. A couple years ago, at Koinonia Church, there was a neighborhood meeting. He and Council Member Smiley were both present and seated at the same table. Conversation focused on police involvement and safety in the neighborhoods, when Council Member Smiley suddenly brought up that he was concerned about tree coverage over rooftops. Mr.



Barham's reactions was "oh no, not another environmentalist." At a meeting of environmentalist later that year, the topic was making developers include trees in new developments. They did not care if the developers or the consumers wanted the trees. On a final note, Mr. Barham stated he had listened the previous evening to the woman running against Mayor Thomas. She is another Pat Dunn, and the business community of Greenville needs to watch that woman. If she has her way, she will shut down Greenville Boulevard, saying it was so congested it was bad for business. Mr. Barham stated Greenville Boulevard was congested because of business.

John Joseph Laffiteau – Rodeway Inn & Suites – Greenville

Mr. Laffiteau stated he wished to address a personnel matter arising at Sheppard Library. He uses computers in the library about five times per week, every week of the year – or about 2,600 visits per year – to do management consulting and research work. Over a decade, that total becomes 26,000 visits and if he saw one patron per visit, he came into contact with 26,000 patrons during that period. As far as he can tell, there have been no complaints about his conduct. He requested a lie detector test to compare his results to those of the library staff to get to the heart of the matter and see who is telling the truth and who is not.

Keith W. Cooper – PO Box 30103 – Greenville

Mr. Cooper stated he would like to add to his comments the last time he addressed the City Council about various City departments, and especially Recreation and Parks. He stated he had sent an email to council members but only Mayor Thomas and Council Members Smith and Blackburn replied. One of the council members has said he doesn't believe in micromanaging, but that has nothing to do with the complaints he is speaking about. The City needs to maintain good, seasoned employees, but there are issues with Recreation and Parks, particularly morale issues. He recommends a morale study which investigates the morale issues. One of the issues brought to his attention involves low salaries for seasoned employees and he strongly urged the City Council to clean up the mess that is the City's pay scale and make employee salaries commensurate with experience. Much has been done and things are moving in the right direction, but much remains to be done.

Andrew Bowers – 1165 S. Harding – Greenville

Mr. Bowers stated since Halloween is coming up, the East Carolina University (ECU) Student Government Association (SGA) has been working on an event where they can educate students on what will happen in Greenville and how they are expected to act as students. They are particularly targeting the younger students. Another issue that is high on their platform is getting students a discount card. They worked with a group that produces discount cards and had 10,000 printed for \$5,000-\$7,000. The discount cards are good in about 30 locations around Greenville and provide discounts ranging from 10% to 50%.



Carson Rhodes – 2201 Bellamy Circle – Greenville

Mr. Rhodes, Executive Director for Local and Student Affairs with the ECU SGA, said he would like to provide an update on a few things they are working on. They are planning an election debate on campus and have invited all 3 candidates for mayor and the 2 candidates for District 3. The debate will be held on October 21st at 7:00 pm in the Jenkins Fine Arts Building, Room 1220. They are also working to register voters in Pitt County, with students being the primary target. So far, they've registered over 200 students.

There being no one else present who wished to address the City Council, Mayor Thomas closed the public comment period at 6:18 pm.

SPECIAL RECOGNITION

ROUGH AND READY FIRE COMPANY

City Manager Barbara Lipscomb stated she wished to recognize the Rough and Ready Fire Company, which is an important part of local history.

Fire Chief Eric Griffin gave a brief slide presentation illustrating the history of the Rough and Ready Fire Company. In 1882, the newspaper urged local citizens to form an organized fire company and Col. Isaac A. Sugg began to raise money to do so. He went into debt the following year to order a Hook and Ladder truck from NY, which arrived in August 1883. A group of 40 Black men came together in the Summer of 1884 to form the Rough and Ready Fire Company. Each had a small pail, and the group used a homemade ladder. They provided the only fire protection in Greenville for several years, but eventually combined with other volunteer groups into what is today's Greenville Fire and Rescue. Three members remain of this original group, and two are present at this meeting.

Mayor Thomas read a proclamation recognizing the Rough and Ready Fire Company, copies of which were presented to William Harkley and Linwood Raspberry, along with commemorative plaques, read by City Manager Lipscomb, and a trophy which will remain in the fire station. The third remaining member of the Rough and Ready Fire Company, Earnest Peterson, was also recognized but was unable to attend the meeting.

APPOINTMENTS

APPOINTMENTS TO BOARDS AND COMMISSIONS



Community Appearance Commission

Council Member Smiley made a motion to appoint Jorgette Mullins to fill an unexpired term that will expire April 2017 in replacement of Danielle Green, who had resigned, and to continue all remaining appointments. The motion was seconded by Council Member Croskery and unanimously approved.

Environmental Advisory Commission

Council Member Blackburn continued all appointments.

Firefighters Relief Fund Committee

Appointment was continued.

Greenville Bicycle & Pedestrian Commission

Council Member Smiley made a motion to appoint Jennifer Bennett to fill an unexpired term that will expire January 2017 in replacement of Donna Duncan who had resigned and to appoint Mary Adele Grier to fill an unexpired term that will expire January 2017 in replacement of Harry Stubbs, deceased. Council Member Croskery seconded the motion, which carried unanimously.

Human Relations Council

Council Member Glover made a motion to appoint Kathy Moore to first one-year term that which expires October 2016 and to continue all remaining appointments. Council Member Croskery seconded the motion and it carried unanimously.

Investment Advisory Committee

Mayor Pro-Tem Mercer made a motion to reappoint Scott Below to a second three-year term that will expire October 2018. Council Member Croskery seconded the motion, which carried unanimously.

Police Community Relations Committee

Council Member Smiley appointed Mary Katherine Stokes to a first two-year term that will expire October 2017.

Council Member Croskery appointed Timothy Webster to a first two-year term that will expire October 2017.

Council Member Glover continued the appointment for the District 2 seat.

Council Member Smith continued the appointment for the District 1 seat.

Public Transportation and Parking Commission

Council Member Croskery continued all appointments.



Sheppard Memorial Library Board

Council Member Croskery continued all appointments.

Youth Council

Mayor Pro-Tem Mercer made a motion to reappoint Asha Armistead to first one-year term that will expire September 2016, appoint Susan Mayo to a first one-year term that will expire September 2016 and appoint Elijah Shuford to a first one-year term that will expire September 2016. Council Member Croskery seconded the motion, which carried unanimously.

NEW BUSINESS

PUBLIC HEARINGS

Ordinance requested by Bill Clark Homes, LLC to rezone 41.9410 acres located near the southeast corner of the intersection of NC Highway 43 South and Ivy Road from RA (Rural Residential-Agricultural – Pitt County’s Jurisdiction) to R9S (Residential-Single-family [Medium Density]) – Ordinance No. 15-056

Planner Chantae Gooby stated Bill Clark Homes of Greenville, LLC has requested to rezone 41.9410 acres located near the southeast corner of the intersection of NC Highway 43 South and Ivy Road from RA (Rural Residential-Agricultural – Pitt County’s Jurisdiction) to R9S (Residential-Single-family [Medium Density]). The subject area is located in Vision Area C.

According to Planner Gooby, NC Highway 43 is considered a gateway corridor from its intersection with Fire Tower Road and continuing south. Gateway corridors serve as primary entranceways into the city and help define community character. These roads are designed to carry high volumes of traffic through and across the city.

Ivy Road is considered a residential corridor. Along residential corridors, office, service and retail activities should be specifically restricted to the associated focus area, and linear expansion outside of the focus area should be prohibited.

The Future Land Use Plan Map recommends medium density residential (MDR) and conservation/open space (COS) near the southeast corner of the intersection of NC Highway 43 and Ivy Road. The Future Land Use Plan Map identifies certain areas for 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 COS 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.

Based on possible uses permitted by the requested zoning, the proposed rezoning classification could generate 1,388 trips to and from the site on NC Highway 43, which is a net increase of 670 additional trips per day. Planner Gooby stated that measures to mitigate traffic will be determined during the review process.

These properties were annexed into the City's jurisdiction on August 13, 2015. They were included in a Future Land Use Plan Map amendment that was approved by the City Council on September 10, 2014. There are no known historical effects on the designated property. The subject property is impacted by the 500-year and 100-year floodplains associated with Indian Wells Swamp.

Surrounding land uses and zoning are as follows:

North: RA – Scattered single-family residences

South: RA – One single-family residence and farmland

East: RA – Woodlands

West: RA – One single-family residence

Planner Gooby stated under the current zoning (RA), the site could yield 70-75 single-family lots. Under the proposed zoning (R9S), the site could yield 140-145 single-family lots. The anticipated build-out time is within 2-5 years.

Planner Gooby stated that, 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.

Planner Gooby stated the Planning and Zoning Commission voted to recommend approval of the request at its September 15, 2015, meeting.

Mayor Thomas declared the public hearing for the proposed rezoning open at 6:34 pm and invited anyone wishing to speak in favor to come forward.

Linwood Stroud – No Address Given

Mr. Stroud indicated he was present on behalf of the applicant and would be happy to answer any questions that might arise.



Hearing no one else wishing to comment in favor of the application to rezone, Mayor Thomas invited comment in opposition. Hearing none, Mayor Thomas closed the public hearing at 6:35 pm.

Council Member Croskery moved to adopt the ordinance to rezone 41.9410 acres located near the southeast corner of the intersection of NC Highway 43 South and Ivy Road from RA to R9S. Council Member Glover seconded the motion, which passed by unanimous vote.

Ordinance requested by the North Carolina Department of Transportation to rezone 19.66+/- acres located at the northwest corner of the intersection of North Memorial Drive and West Belvoir Road from OR (Office-Residential [High Density Multi-family]) to CH (Heavy Commercial) – Ordinance No. 15-057

Planner Chantae Gooby stated the North Carolina Department of Transportation (NC-DOT) has requested to rezone 19.66± acres located at the northwest corner of the intersection of North Memorial Drive and West Belvoir Road from OR (Office-Residential [High Density Multi-Family]) to CH (Heavy Commercial). The subject area is located in Vision Area A.

According to Planner Gooby, North Memorial Drive is designated as a gateway corridor from West Third Street continuing north. Gateway corridors serve as primary entranceways into the city and help define community character. These roads are designed to carry high volumes of traffic through and across the city.

The Future Land Use Plan Map recommends commercial at the northwest corner of the intersection of North Memorial Drive and West Belvoir Road transitioning to office/institutional/multi-family to the west to act as a buffer between the commercial and the residential. There is a regional focus area located in the vicinity of this rezoning, and these nodes typically contain in excess of 400,000 square feet of conditioned floor space.

Based on analysis comparing the existing zoning to the requested zoning, the proposed rezoning classification could generate 279 trips to and from the site on North Memorial Drive, which is a net decrease of 1,384 trips per day. Since the requested zoning indicates the proposal would generate less traffic than the existing zoning, Planner Gooby stated that a traffic volume report was not generated.

In 1969, the property was zoned IU (Unoffensive Industry). In 1979, as part of the Belvoir Highway Study, the property was rezoned to OR. In the late 1990's/early 2000's, a section of Belvoir Highway was abandoned and was incorporated into the airport property. This resulted in the current terminus of Belvoir Highway at Haw Drive. This property was included in a Future Land Use Plan Map amendment that was approved by City Council on August 13, 2015.



Surrounding land uses and zoning are as follows:

North: CH and R6 - Vacant

South: OR – Pitt-Greenville Airport (runway) and NC Department of Corrections

East: RA20 – NC-DOT Facility

West: OR – Vacant (under common ownership by the applicant)

Planner Gooby stated under the current zoning (OR), the site could accommodate 225-250 multi-family units (1, 2 and 3 bedroom). Under the proposed zoning (CH), the site is anticipated to accommodate 40,000± square feet of heavy equipment garage/storage. The anticipated build-out time is within 1-2 years.

Planner Gooby stated that, 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.

Planner Gooby stated the Planning and Zoning Commission voted to recommend approval of the request at its September 15, 2015, meeting.

Mayor Thomas declared the public hearing for the proposed rezoning open at 6:38 pm and invited anyone wishing to speak in favor to come forward.

Dan Withers – No Address Given

Mr. Withers, who indicated he is a project manager with Rivers and Associates, stated he is available, along with representatives of the Department of Transportation to answer any questions that might arise.

Hearing no one else wishing to comment in favor of the application to rezone, Mayor Thomas invited comment in opposition. Hearing none, Mayor Thomas closed the public hearing at 6:39 pm.

Council Member Smith moved to adopt the ordinance to rezone 19.66± acres located at the northwest corner of the intersection of North Memorial Drive and West Belvoir Road from OR to CH. Council Member Glover seconded the motion, which passed by unanimous vote.

Resolution to Close a Portion of Charles Street – Resolution No. 057-15

Public Works Director Kevin Mulligan stated the City received a petition from East Carolina University (ECU) requesting the closure of a portion of Charles Street located north of Tenth Street. The State of North Carolina owns all of the property adjoining the street



section requested to be closed. The City Council adopted a Resolution of Intent to Close a portion of Charles Street during its September 10, 2015 meeting and also set tonight's meeting as the date for a public hearing on the matter.

Director Mulligan stated the petition has been reviewed by City staff and the Greenville Utilities Commission (GUC) and approval is recommended, conditional upon the placement of an easement over and upon the utilities that will remain in the closed street right-of-way. Upon adoption of a Resolution to Close by City Council, budgeted funds for street lights and maintenance of this portion of Charles Street will no longer be required and the City will no longer receive Powell Bill Funds for this street section. The Planning and Zoning Commission gave a favorable recommendation to the petition for closure during their September 15, 2015 meeting.

Mayor Thomas declared the public hearing for the proposed resolution open at 6:41 pm and invited anyone wishing to speak in favor to come forward. Hearing no one, Mayor Thomas invited comment in opposition. Also hearing none, Mayor Thomas closed the public hearing at 6:42 pm.

Council Member Blackburn moved to adopt the resolution to close a portion of Charles Street. Council Member Glover seconded the motion, which passed by unanimous vote.

Ordinance to amend the Zoning Ordinance by changing the public street setback in multi-family from 25 feet to 15 feet and adding that single-family detached homes and duplexes will be built only on public streets – Ordinance No. 15-058

Lead Planner Andy Thomas stated that, in the spring of 2014, the City Council asked the Public Works Department to prepare a report on private streets. After hearing the report, the City Council then instructed the Planning staff to prepare an ordinance that would eliminate private streets as a development option. This ordinance was adopted on August 14, 2014. A portion of that ordinance established "named accesses". A "named access" is for commercial or multi-family developments when there are not enough existing street addresses off the adjoining public street. The City Engineer is responsible for determining when a "named access" is necessary. The Engineering Department was doing this informally, but the adoption of the ordinance formally recognized this practice.

According to Lead Planner Thomas, single-family and duplex development as an optional development alternative is allowed under the multi-family standards. With the deletion of private streets as a development option, it is intended for single-family and duplex development to be constructed on public streets. This amendment would clarify that position and remove the "named access" option for single-family and duplex development. Staff is also proposing a reduction in the public street setback from 25 feet to 15 feet. This would act as an incentive for developers to use public streets. A 15-foot public street setback is already allowed in the "Cluster" development option.



In staff's opinion, the proposed Zoning Ordinance Text Amendment is in compliance with Horizons: Greenville's Community Plan, 2004, Section 3, Plan Elements, Housing: Objective H1 to encourage a variety of housing choices through preservation, rehabilitation, code enforcement and new development; and Objective H2 to encourage quality in the design and construction of new dwellings and multi-family structures. The Planning and Zoning Commission voted to recommend approval of the request at its September 15, 2015 meeting.

Mayor Thomas declared the public hearing for the proposed rezoning open at 6:49 pm and invited anyone wishing to speak in favor to come forward.

Mike Baldwin – No Address Given

Mr. Baldwin, representing Joey Cherry of Cherry Construction, commended City staff on their work on this amendment, which begun as a site-specific request in February. He said he and Mr. Cherry are available to answer questions.

Hearing no one else wishing to comment in favor of the application to rezone, Mayor Thomas invited comment in opposition. Hearing none, Mayor Thomas closed the public hearing at 6:52 pm.

Council Member Glover moved to adopt the ordinance to amend the Zoning Ordinance by changing the public street setback in multi-family from 25 feet to 15 feet and adding that single-family detached homes and duplexes will be built only on public streets. Council Member Blackburn seconded the motion, which passed by unanimous vote.

Ordinance to amend the Zoning Ordinance by adding temporary sand mining as an allowed land use within the RA-20 (Residential/Agricultural) zoning district, subject to an approved special use permit, and establishing specific criteria – Ordinance No. 15-059

Chief Planner Tom Weitnauer stated that the City received an application from Jeremy Whitehurst, of Barnhill Contracting Company, for a text amendment that proposes the addition of a definition and regulations to allow temporary sand mining in the RA-20 (Residential/Agricultural) zoning district through special use permits and proposes review criteria and operational requirements. Currently, Greenville's Zoning Ordinance does not allow temporary sand mining in the RA-20 zoning district. Omission of a particular land use is interpreted to mean uses not listed are prohibited.

Chief Planner Weitnauer stated that, in staff's opinion, the proposed Zoning Ordinance Text Amendment is in compliance with Horizons: Greenville's Community Plan. The Planning and Zoning Commission voted to recommend approval of the request at its September 15, 2015 meeting.



Mayor Thomas declared the public hearing for the proposed rezoning open at 7:14 pm and invited anyone wishing to speak in favor to come forward.

Jim Hopf – No Address Given

Mr. Hopf, on behalf of Barnhill Contracting, stated he feels they have worked very hard to address all of the public's concerns on this matter. Several representatives from Barnhill are present, as this is a very important issue for them as the successful bidders on the Southwest Bypass Project. Building roads requires specific grades of dirt and this property has acceptable material for the project. Contractors look for suitable dirt in proximity to their projects so the roads can be built in the most cost-effective manner. This is a specific government highway project, and the request is drafted in such a manner that it would not open the door for sand mining throughout the City. It has a specific criteria that a proposal would have to meet in order to get a special use permit from the Board of Adjustment. It must be tied to a specific highway project and be limited in duration. A contractor – in this case Barnhill – is required to leave land in a certain condition and must maintain it for one year. The land is eventually sold or returned to property owners.

Jeremy Whitehurst – No Address Given

Mr. Whitehurst, of Barnhill Construction, stated they submitted the proposed text amendment in the hope of using property located in the City's Extra-Territorial Jurisdiction (ETJ). There will be a minimum buffer around the property, or a berm where there are no trees. Material will be moved through the center of the property to US 264. The Department of Transportation imposes strict guidelines for the period during and after use. Mr. Whitehurst stated Barnhill has spoken to 43 surrounding property owners and none objected.

Council Member Smith asked if the berm will remain in place once the project is complete, and whether the property owners are required to maintain the property as a lake.

Mr. Whitehurst stated there are no restrictions on the property owner. Keeping the berm is open to the decision of the property owner, as is the lake.

Council Member Blackburn asked if any trees will be removed.

Mr. Whitehurst stated none will be removed in the buffer area, but there are 15 acres of mining area where trees will be removed.

David Mayo – No Address Given

Mr. Mayo, who stated he was representing the property owners, who felt it would be best to have one person speak. They are excited about having this body of water next to them. He has a 14 acre lake on his property and having this additional body of water substantially increases property values. Another reason they are all on board with this is how transparent Barnhill has been to ensure everyone stays up to date.



Hearing no one else wishing to comment in favor of the application to rezone, Mayor Thomas invited comment in opposition. Hearing none, Mayor Thomas closed the public hearing at 7:37 pm.

Following a general discussion by the City Council, Council Member Smith moved to adopt the ordinance to amend the Zoning Ordinance by adding temporary sand mining as an allowed land use within the RA-20 (Residential/ Agricultural) zoning district, subject to an approved special use permit, and establishing specific criteria. Council Member Croskery seconded the motion, which passed by unanimous vote.

OTHER ITEMS OF BUSINESS

RESOLUTION CALLING FOR A PUBLIC HEARING ON AN INSTALLMENT AGREEMENT TO FINANCE THE SOUTH GREENVILLE GYMNASIUM IMPROVEMENTS AND ADDITIONS AND MAKING CERTAIN FINDINGS AND A REIMBURSEMENT RESOLUTION FOR THE PROJECT – Resolutions No. 058-15 and 059-15

Financial Services Director Bernita Demery asked the City Council to consider adoption of two resolutions related to installment financing for the South Greenville Gymnasium Improvements and Additions. The first of these resolutions calls for a public hearing to be held on November 12, 2015 and makes certain findings related to the proposed installment financing agreement. The second is a reimbursement resolution declaring the City's intent to reimburse itself from proceeds of the financing for related expenses. The issuance amount for this Installment Financing Agreement is not to exceed \$2.1 million. The amount of the annual debt service payment has been included in the City's General Fund budget. Total project costs will be \$2.7 million, which will include a contribution approved by Pitt County in September of 2015 for \$600,000.

Upon motion by Council Member Glover and second by Council Member Smith, the City Council voted unanimously to approve the two resolutions as explained by the Director Demery.

UPDATE ON OUTSIDE TIRE STORAGE AND DISPLAY ORDINANCE IMPLEMENTATION AND INSPECTIONS

Chief Planner Thomas Weitnauer stated that during the September 10, 2015 meeting, City Council received comments from the public regarding the City's enforcement of the outdoor tire storage standards as established by Ordinance #14-010. City Council requested a staff report of the City's implementation of the ordinance and status of inspections at an upcoming meeting.



City Council also directed staff to temporarily suspend enforcement activities and collection of fines associated with the ordinance.

Chief Planner Weitnauer stated a detailed report was included with agenda materials and provides details of the ordinance from project initiation through current inspections. After a brief discussion about how the current ordinance was developed through collaboration between Community Development, Police and Fire-Rescue, he explained differences between tire display and tire storage and showed illustrations of how tire storage, which is limited to 100 tires, is calculated for a particular business. He then turned the discussion over to Planner Elizabeth Blount, who discussed how business owners were educated about the new ordinance.

Planner Blount stated informational letters were mailed out to business owners in June 2014 to explain the new regulations related to tire storage and advise them of the requirement to be in compliance by November 2014. Several businesses called with questions and a meeting was set up with them. It became apparent there was confusion over the regulations and an extension was granted for bringing businesses into compliance. Planning staff, along with Fire-Rescue, began inspecting 36 businesses in April 2015 and a letter detailing any violations was sent to those businesses not yet in compliance. A second round of inspections was conducted approximately 60 days later, and any violations which had been noted in the first inspection resulted in a second letter and a civil penalty. Recurring violations after a third inspection resulted in another letter and an additional civil penalty.

Council Member Blackburn asked how many businesses were not in compliance at the time the City Council suspended operations in September. Planner Blount stated there were four, but one of those had been granted an extension prior to suspension of operations.

Council Member Blackburn asked why the limit on stored tires was set at 100 tires. Chief Planner Weitnauer stated it was just a number that those involved in drafting the ordinance felt was reasonable. He further noted that businesses could have an additional 24 tires displayed in front of the business and that tires stored indoors were not limited.

Council Member Glover said tire store owners she had spoken to were concerned about the number. She asked for comment from the Fire Marshall. Deputy Fire Marshall Bryant Beddard stated the businesses were in compliance with the Fire Code, but the Zoning Ordinance is a little more restrictive.

Following a broad discussion of the preferred number of tires in outdoor storage, placement of outdoor displays, buffering and fire hazards, Council Member Glover moved to initiate an amendment to the Zoning Ordinance on outdoor tire storage and display, and refer to the Planning and Zoning Commission, to amend the restriction on outdoor displays of tires from the current provision of being "within 10 feet" to being "between 10 and 20 feet" and to amend the number of tires allowed in outdoor storage on the property from 100 to 300. Council Member Smith seconded the motion, which passed by unanimous vote.



LONG-TERM BOND STRATEGY

Mayor Thomas stated there is a bond referendum on the ballot for the November election. Rather than suffer a lack of cadence in how to properly plan, the City needs a long term bonding strategy to address a long term cycle of projects. The strategy should include citizen, private sector and community involvement, as well as partnerships, innovation and corporate participation.

Upon motion by Council Member Smith and second by Council Member Blackburn, the City Council voted unanimously to direct staff to formally look at a structured bonding process and make a presentation thereon at the 2016 Planning Session.

2016-2020 HUMAN RELATIONS COUNCIL STRATEGIC PLAN

Human Relations Council (HRC) Vice-Chairperson Heena Shah thanked the City Council for the opportunity to present the HRC Strategic Plan to them with the goal being to have a dialog to ensure understanding. She stated the document is not yet a finished product and hopes the HRC and City Council can work together to achieve that end.

HRC Member Franchine Philpot Piña briefly reviewed the history, composition, mission, vision and purpose of the HRC. HRC programs include (1) Complaint Resolution, (2) Education and Outreach and (3) Human Relations and Education. She then discussed HRC initiatives, which include (1) Inclusive Community, (2) Fair Housing, (3) Employment and (4) Youth Council.

Ms. Philpot Piña stated it is the strong recommendation of the HRC that the City Council and the City Manager consider reorganization of the Community Development Department to incorporate a Human Relations Division, complete with staff. The purpose of this division would be to provide administrative, research and logistical support to the HRC and the Youth Council and to enable the HRC to provide positive programs of inclusiveness and non-discrimination for the City. The HRC recommends that the Human Relations Division be staffed with a Human Relations Service Administrator, 2 Human Relations Specialists and a Human Relations Staff Support Specialist.

Upon motion by Council Member Glover and second by Council Member Blackburn, the City Council voted unanimously to discuss the HRC Strategic Plan and recommendations at the 2016 Planning Session.

RESOLUTION APPROVING THE GRANT OF RIGHT-OF-WAY AND A TEMPORARY EASEMENT TO THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION IN CONNECTION WITH THE TENTH STREET CONNECTOR PROJECT – Resolution No. 060-

15



City Attorney Dave Holec explained that The North Carolina Department of Transportation (NCDOT) seeks a temporary construction easement and temporary drainage easement in connection with the Tenth Street Connector Project. The easements will be located on the western portion of the Thomas Foreman Park property located at the northeastern corner of the intersection of West Fifth Street and Memorial Drive. The easements are needed in order to facilitate work involving a significant upgrade to an existing storm water drainage line. NCDOT will pay the City \$22,950 for the easements and will restore anything they disturb to its original condition.

Upon motion by Council Member Croskery and second by Council Member Blackburn, the City Council voted unanimously to adopt the resolution approving the grant of right-of-way and a temporary easement to NCDOT in connection with the Tenth Street Connector Project.

COMMENTS FROM THE MAYOR AND CITY COUNCIL

The Mayor and City Council made comments about past and future events.

CITY MANAGER'S REPORT

UPDATE ON BOND REFERENDUM

City Manager Lipscomb stated that staff has developed an informational package, a video and provided information on the City's website related to the upcoming bond referendum. There are brochures in distribution, posters on GREAT buses and in various businesses, and information is provided at a variety of venues such as the Pitt County Fair, Freeboot Friday, the Fall Festival, etc.

Following bond discussion, City Manager Lipscomb recommended cancelling the October 19, 2015 City Council meeting.

Upon motion by Council Member Smith and second by Council Member Blackburn, the City Council voted unanimously to cancel the October 19, 2015 City Council meeting.



ADJOURNMENT

Council Member Croskery moved to adjourn the meeting, seconded by Council Member Smith. There being no further discussion, the motion passed by unanimous vote and Mayor Thomas adjourned the meeting at 9:29 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Carol L. Barwick".

Carol L. Barwick, CMC
City Clerk

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, NOVEMBER 12, 2015



A regular meeting of the Greenville City Council was held on Thursday, November 12, 2015 in the Council Chambers, located on the third floor at City Hall, with Mayor Pro-Tem Calvin Mercer presiding. Mayor Pro-Tem Calvin R. Mercer called the meeting to order at 6:00 pm. Council Member Smith gave the invocation, followed by the Pledge of Allegiance.

Those Present:

Mayor Pro-Tem Calvin R. Mercer, Council Member Kandie Smith, Council Member Rose H. Glover, Council Member Marion Blackburn, Council Member Rick Smiley and Council Member Richard Croskery

Those Absent:

Mayor Allen Thomas

Also Present:

City Manager Barbara Lipscomb, City Attorney David A. Holec, City Clerk Carol L. Barwick and Deputy City Clerk Polly W. Jones

APPROVAL OF THE AGENDA

Mayor Pro-Tem Mercer reminded the City Council of the continuation of the Animal Protective Services item from Monday's meeting and requested the addition of a closed session.

Upon motion by Council Member Croskery and second by Council Member Smith, the City Council voted unanimously to approve the agenda with the changes noted.

PUBLIC COMMENT PERIOD

Mayor Pro-Tem Mercer opened the public comment period at 6:05 pm, explaining procedures which should be followed by all speakers.

Dave Barham – No address given

Mr. Barham stated his topic is Recycling, the newest religion. He compared the love an environmentalist has for recycling to the love a parent has for their children, stating the



problem is that environmentalists are spending taxpayer dollars to ensure their “baby” thrives.

Jenny Betts and Jordan Hodges – 407A Lewis Street

Ms. Betts and Ms. Hodges introduced themselves as Student Body President and Student Body Junior Class Representative at East Carolina University (ECU) respectively.

Ms. Betts stated they had come to provide updates on what is going on at ECU’s campus and to express concerns they have regarding the recent loss of a fellow Pirate. They met this week with Mayor Thomas, some members of the Department of Transportation and some traffic engineers. As a representative of the students, they have put together a plan for how they will help in this matter.

Ms. Hodges showed a rough draft of a flyer they would like to create as door hangers and they plan to ask permission from 33 East and Copper Beach to hang them on each door in those complexes. The flyers depict the current 10th Street Corridor safety rating along with providing pedestrian safety tips and an invitation to a public forum that will be held in December. She said she hopes this will encourage students to attend this forum.

Scott Elliott – 1717 W. 5th Street and Van Lewis – 3569 Hillcrest Drive, Farmville

Mr. Lewis introduced himself, stating he is an Engineer with McDavid Associates in Farmville and is representing the Candlewick Area Sanitary District. He stated in an upcoming agenda item, CASD is requesting sewer service from Greenville Utilities (GUC) and asking for a waiver of the annexation requirement by the City. Without annexation, GUC would be CASD’s least expensive alternative. If annexation is required, Farmville would be the least expensive sewer provider. The agenda item includes 3 recommendations for City Council consideration. The 3rd recommendation is to deny the request, which is a no win situation for everyone and would cause Greenville to lose the service area. The 2nd recommendation allows extension of sewer with a requirement that a voluntary annexation petition be submitted by homeowners prior to receiving GUC sewer service. This option would provide for immediate annexation or delayed annexation at the discretion of the City Council. Under annexation laws, they understand this would have to be a 100% voluntary annexation. The sewer service will serve 54 homes initially, but there are over 100 people and it would be impossible for them to get 100%. The 1st alternative is to permit the extension of sewer without the requirement for voluntary annexation. Mr. Lewis said that is the best option, and along with this option, City staff has outlined some provisions to go along with the agreement. The policy regarding this case is not comprehensive enough to deal with this situation. It does not deal with sanitary districts, especially not ones outside the City’s extra-territorial jurisdiction (ETJ). This request would be most comparable to the service GUC provides to Grimesland and Bethel. The project is funded and ready to proceed, and there are timelines that must be met. They are funded with a \$3 million 100% grant. On behalf of CASD, he asked for approval of their request tonight in accordance with recommendation #1.



Mr. Elliott, Pitt County Manager, indicated he is representing the Pitt County Board of Commissioners on this issue. They have worked hand in hand with the CASD beginning back in 2008 or 2009 for the specific purpose of forming the district for sanitary sewer because of failing septic tanks. They have successfully obtained a \$3 million CDBG grant which had to be approved based on the houses that are low to moderate income, so it does not serve all the households in the district, but they are looking at other grants or USDA low interest loans to serve the remaining households. They have the option to get service from Farmville, which will require approximately 7 miles of lateral line, or to get service from GUC, which will require approximately 2 miles of lateral line. Obviously, the 2 miles will be much less expensive than 7 miles. Greenville would be a win for CASD because both installation cost and user fees would be less for the residents of the district if the City Council will allow them to be served by GUC without requiring annexation. As a sanitary district, CASD is similar to a municipality, but they do not have the full power of a municipality. Mr. Elliot asked the City Council to consider making an exception to the annexation requirement and to approve sewer service by GUC.

There being no one else present who wished to address the City Council, Mayor Pro-Tem Mercer closed the public comment period at 6:15 pm.

APPOINTMENTS

APPOINTMENTS TO BOARDS AND COMMISSIONS

Community Appearance Commission

Council Member Smiley made a motion to appoint Kellie Gonzalez to fill an unexpired term that will expire April 2017 in replacement of Rebecca Flowers, who had resigned. The motion was seconded by Council Member Croskery and unanimously approved. Council Member Smiley continued all remaining appointments.

Environmental Advisory Commission

Council Member Blackburn continued all appointments.

Firefighters Relief Fund Committee

Appointment was continued.

Greenville Bicycle & Pedestrian Commission

Council Member Smiley made a motion to appoint Jennifer Bennett to fill an unexpired term in replacement of Donna Duncan who had resigned and Mary Adele Grier to fill an unexpired term in replacement of Harry Stubbs (deceased), with both terms expiring January 2017. Council Member Croskery seconded the motion, which carried unanimously.



Human Relations Council

Council Member Glover made a motion to appoint Kathy Moore to a first one-year term that will expire October 2016. Council Member Croskery seconded the motion, which carried unanimously. She continued all remaining appointments.

Investment Advisory Committee

Mayor Pro-Tem Mercer made a motion to reappoint Scott Below to a second three-year term that expires October 2018. Council Member Croskery seconded the motion, which carried unanimously.

Police Community Relations Committee

Council Member Smiley appointed Mary Katherine Stokes to a first two-year term that will expire October 2017.

Council Member Croskery appointed Timothy Webster to a first two-year term that will expire October 2017.

Council Member Glover continued the appointment for the District 2 seat.

Council Member Smith continued the appointment for the District 1 seat.

Public Transportation and Parking Commission

Council Member Croskery continued all appointments.

Sheppard Memorial Library Board

Council Member Croskery continued all appointments.

Youth Council

Mayor Pro-Tem Mercer made a motion to reappoint Asha Armistead and to appoint Susan Mayo and Elijah Shuford to first one-year terms that will expire September 2016. Council Member Croskery seconded the motion, which carried unanimously.

NEW BUSINESS

PUBLIC HEARINGS

Ordinance requested by East Carolina University to rezone 2.19 acres located near the northwest and northeast corners of the intersection of East 10th Street and Charles Street from CDF (Downtown Commercial Fringe) to OR (Office-Residential [High Density Multi-family]) - (Ordinance No. 15-061)



Planner Chantae Gooby stated East Carolina University has requested to rezone 2.19 acres located near the northwest and northeast corners of the intersection of East 10th Street and Charles Street from CDF (Downtown Commercial Fringe) to OR (Office-Residential [High Density Multi-family]). The subject area is located in Vision Area I.

According to Planner Gooby, between Charles Boulevard/Cotanche Street and Greenville Boulevard, East 10th Street is considered a connector corridor. Connector Corridors are anticipated to contain a variety of higher intensity activities and uses.

The Future Land Use Plan Map recommends mixed-use/office/institutional (MOI) at the northeast corner of the intersection of East 10th Street and Cotanche Street, transitioning to office/institutional/multi-family (OIMF) to the north and east.

Based on the analysis comparing the existing zoning, which generates 9,000+ daily trips, and the requested rezoning classification, which could generate 1,422 trips to and from the site, a decrease in traffic is expected. Since the traffic analysis for the requested zoning indicates that the proposal would generate less traffic than the existing zoning, a traffic volume report was not generated.

By 1986, the subject property was zoned CDF (Downtown Commercial Fringe). There are no known historical effects or environmental constraints on the designated property.

Surrounding land uses and zoning are as follows:

North: OR – East Carolina University Main Campus

South: CDF – One (1) vacant lot, commercial strip center and Arby's

East: OR – East Carolina University Main Campus

West: CDF – McDonald's

Planner Gooby stated under the current zoning (CDF), the site could accommodate 19,166+/- square feet of fast food restaurant space. Under the proposed zoning (OR), the site is anticipated to accommodate 143,000+/- square feet of institutional space. The anticipated build-out time is within 1-2 years.

Planner Gooby stated that, 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.



Planner Gooby stated the Planning and Zoning Commission voted to recommend approval of the request at its October 20, 2015, meeting.

Mayor Pro-Tem Mercer declared the public hearing for the proposed rezoning open at 6:20 pm and invited anyone wishing to speak in favor to come forward.

Will Hilliard – No Address Given

Mr. Hilliard, who was representing the East Group, ECU and the State, stated he had nothing to add to the discussion, but was available should anyone have questions.

Hearing no one else wishing to comment in favor of the application to rezone, Mayor Pro-Tem Mercer invited comment in opposition. Hearing none, Mayor Pro-Tem Mercer closed the public hearing at 6:21 pm.

Council Member Croskery moved to adopt the ordinance to rezone 2.19 acres located near the northwest and northeast corners of the intersection of East 10th Street and Charles Street from CDF to OR. Council Member Smiley seconded the motion, which passed by unanimous vote.

RESOLUTION APPROVING THE PROPOSED INSTALLMENT FINANCING AGREEMENT FOR SOUTH GREENVILLE GYMNASIUM IMPROVEMENTS AND ADDITIONS – (Resolution No. 065-15)

Financial Services Director Bernita Demery stated at its October 8, 2015 meeting, the City Council approved a resolution calling for a public hearing on the financing for the improvements and additions to the South Greenville Gymnasium. The Installment Financing Agreement will authorize the transaction between the City of Greenville and BB&T for a period of 15 years at an interest rate of 2.65%. The Agreement will provide funds to construct the improvements and additions to the South Greenville Gymnasium Project. The Deed of Trust creates the security interest in the property, including the building, improvements, and fixtures, to secure the repayment by the City.

Director Demery stated the issuance amount for the Installment Financing Agreement with BB&T is not to exceed \$2.1 million. The amount of the annual debt service payment has been included in the City's General Fund budget. Total project costs will be approximately \$2.7 million, which will include a contribution of \$600,000 approved by Pitt County in September 2015. She asked that the City Council conduct a public hearing and adopt the proposed resolution approving the Installment Financing Agreement with BB&T.

Mayor Pro-Tem Mercer declared the public hearing on the proposed Installment Financing Agreement for South Greenville Gymnasium Improvements and Additions with BB&T open at 6:23 pm and invited anyone wishing to speak in favor to come forward. Hearing no one,



he then invited comment in opposition. Also hearing no one, Mayor Pro-Tem Mercer closed the public hearing at 6:24 pm.

Council Member Blackburn moved to adopt the proposed resolution approving the Installment Financing Agreement with BB&T. Council Member Croskery seconded the motion, which passed by unanimous vote.

OTHER ITEMS OF BUSINESS

REQUEST FOR SANITARY SEWER CONNECTION AND WAIVER OF VOLUNTARY ANNEXATION REQUIREMENT FOR CANDLEWICK AREA SANITARY DISTRICT

Assistant City Manager Merrill Flood stated this request involves information the City Council has previously heard. Simply put, the request by the petitioner is to allow connection of Candlewood Estates to sanitary sewer and to waive the annexation requirement. There have been 2 other requests this year for sanitary sewer extension outside the City's extra territorial jurisdiction (ETJ) involving a variety of issues for new development. This request is a little different as it is for an existing development. The subdivision was developed in 1971 and has 90 lots. Typically, the City requires a petitioner to submit an annexation petition. This could be accomplished by submission of a petition for immediate annexation or delayed annexation of up to 30 years as approved by City Council, and would be a voluntary annexation as opposed to a forced annexation.

Assistant City Manager Flood stated Candlewood subdivision is about 1.5 miles from the Greenville city limits to the North and East. The obvious reason for requesting sanitary sewer is due to failing septic tank systems. Staff met with Pitt County and McDavid Associates in August to get a better understanding of the request. The Candlewick Area Sanitary Sewer District was in May 2009 to address septic tank failures.

In August of 2014, Pitt County received a \$3 million CDBG Infrastructure grant from the NC Rural Center. The application was approved in early 2015 to provide funding for the connection of 54 homes to sanitary sewer within the Candlewick Subdivision. The approved grant application specified that connections would be made to the Town of Farmville's sanitary sewer system. After notification of grant application funding, McDavid Associates re-evaluated the costs associated with the sewer extensions and evaluated the possibilities of a connection to the Greenville Utilities sanitary sewer system. Connection to the Greenville Utilities Commission system appears to be the most cost effective model. However, the final determination of which system to "tie into" will be completed in early 2016 once an engineering assessment is completed.



City staff supports the existing policy requiring annexation; however, this unique request presents some consequences to both the City of Greenville and Greenville Utilities Commission. Connection of this area to the Town of Farmville sanitary sewer system could lead to additional connections to other sewer systems extended into the City of Greenville future growth and Greenville Utilities service areas. Without annexation, this will result in a loss of revenues and natural future growth areas to both organizations.

Council Member Smith asked if this has been done previously and if there is a benefit to the City by approving this while refusing others.

City Manager Lipscomb stated the Chicod request related to sewer that was provided for the school. This is different because they are currently on Bell Arthur for water and GUC for electric. They may want to come into the City in the future for fire service. She also noted there is difference in the character of the area. The Chicod request had no development, whereas this area is more urban.

Assistant City Manager Flood stated that in the previous request, the land was vacant, although the request implied new development. In this request, homes are developed now; however, this would not increase the tax base if annexation is waived. As to the question about this being done previously, he could only recall one instance in 25 years or so.

Council Member Smith asked if approving this request would open the City up to litigation related to the two petitions recently rejected.

City Attorney Holec stated it would not allow for litigation, but it could pose a point of argument for future requests.

Mayor Pro-Tem Mercer noted that one of the petitioners was present and would like to speak. He asked if that could be allowed.

City Attorney Holec stated it could be, with consensus of the City Council.

Mayor Pro-Tem asked if the Council would like to hear from the petitioner and the consensus was to do so.

Council Member Glover asked where how 30 years was determined as appropriate for a delayed annexation.

Assistant City Manager Flood stated that not all residents currently have a failing septic tank system. Staff considered what is likely to occur in the future.

Mayor Pro-Tem Mercer then asked the petitioner, Guy Elliott, to come forward to respond to questions.



Mr. Elliott said he would like to respond to some of the questions previously asked. This situation is unique because this is a sanitary district. It is a unit of government with very similar powers to municipalities such as Bethel and Grimesland, which Greenville does provide service to but does not annex because they units of government. The annexation laws for a sanitary district are different from the annexation laws of a municipality. A sanitary district can voluntarily annexed based on a petition with 51% request. If GUC was their service provider, CASD could enter into expansion based on a 51% request. Greenville requires 100% request in order to annex. There are over 1,000 homes in that area that eventually will need sewer. Under the 30 year delayed annexation request, if a person does not sign the petition, would they be allowed to have sewer service? He has an obligation under the grant to provide sewer to these designated homes.

Council Member Smiley asked if CASD annexes in the future, would they be grandfathered into any approval made tonight.

Mr. Elliott stated whichever provider is selected now will be the service provider in the future. If this request is approved and CASD wished to expand, it would only occur with the City's permission.

Assistant City Manager Flood added that he had received a letter from Earl Wade, who is the Chairman for CASD, which said they had considered the 30 year delayed annexation request and determined it was not acceptable. They could receive sewer, but the annexation petition would be recorded and would follow the chain of title and the City would not recommend calling that to question for 30 years or greater.

Mr. Elliott stated the reason they thought it was not acceptable is that they did not feel they could meet the 100% requirement for City annexation.

Council Member Smiley asked if the grant would fund 100% to connect to either utility they chose.

Mr. Elliott stated the grant is the only funding they have, and will be used to go in either direction. CASD initiated the application for the grant and worked through Pitt County as the eligible applicant. The grant was awarded based on the cost of connecting to Farmville because of the annexation complication of connecting to GUC, but no one would stand in the way of doing that if it were an option as it is the more cost effective approach.

Council Member Blackburn said she feels the 30 year delayed annexation is the proper way to handle this in the spirit of compromise and setting a precedent.

Mr. Elliott stated at the time the connection was proposed, they were under the impression that they would have to have a 100% petition filed with the City prior to sewer service being provided. If the situation is different from that, something possibly could be worked



out, but he has an obligation to provide service to all of the homes designated within the grant.

City Attorney Holec stated the City Council has the option to say they will permit the service without requiring annexation. The other option, with the annexation requirement, is that a house would have to have filed an annexation petition in order to get service.

Council Member Smiley moved to allow the extension of sewer to the Candlewick Area Sewer District without the requirement of voluntary annexation. Mayor Pro-Tem Mercer seconded the motion.

Council Member Smiley stated these people will get sewer service, and if the City imposes the annexation requirement, they will get service from Farmville. If one homeowner doesn't like the City's conditions, they will have no choice but to go to Farmville. It is in the City's best interest to use the grant funds to extend its infrastructure, rather than invite another provider to service an area which is anticipated to expand significantly due to the bypass. He feels this will serve the City's long term best interest.

Council Member Smith said this City Council will be making a decision in a lame duck session that will be passed on to future City Councils. The City has turned down other areas with failing systems, and in fairness to the citizens of Greenville, she cannot vote for this. She then called the question, seconded by Council Member Glover; however the request to call the question failed by a 2 to 4 vote with Council Members Smith and Glover being the only ones to vote in favor of calling the question.

Mayor Pro-Tem Mercer stated he was not convinced that approving this request would be setting a precedent. This is a highly unique situation, which is unlikely to recur in the future. His concern would be the long-term potential that would be lost for a future Council.

Council Member Blackburn stated Chicod is 7-8 miles outside the City limits and this request is around 1.5 miles outside. That, to her, is a distinguishing factor compared to the Chicod request.

Council Member Glover asked whether there has been a request at a similar distance.

Assistant City Manager Flood stated there was an area approximately 2.5 miles from the City limits along Ivy Road at Highway 43 South. This location was within the statutory limits from the City for annexation and the developer agreed to annex the properties receiving GUC sewer service. That request was approved. In the Chicod request, their location was beyond the statutory limit from the City to annex.



Council Member Smiley stated approval of this request is in the City's best interest because they are paying their own way. Neither Greenville taxpayers nor GUC customers are having to pay to extend the infrastructure. Growth in that area is anticipated and this will help ensure GUC remains the source of sewer for the area.

Council Member Croskery stated he was elected by the people of his district to serve until he is off the City Council and the comment about the lame duck session is hurtful. He will vote the way he feels is in the best interest for the City as long as he is on the City Council.

City Manager Lipscomb stated she is concerned about the process and feels there should be a policy between the City and the County.

Mayor Pro-Tem Mercer agreed that was a wise idea and encouraged the City and County Managers to have a conversation about establishing a policy.

There being no further discussion, the motion to allow the extension of sewer to the Candlewick Area Sewer District without the requirement of voluntary annexation was approved by a vote of 4 to 2, with Council Members Smith and Glover casting the dissenting votes.

FINANCIAL AUDIT FOR THE FISCAL YEAR ENDED JUNE 30, 2015

Michele Thompson, Auditor from Cherry Bekaert, LLP, said the key point is they are giving the City an unmodified opinion, which is the highest level of assurance that an auditing firm can give the City. The City has received this rating in the past and should be very proud of its rating. She then reviewed key details of the audit.

As of June 30, 2015, the General Fund balance was \$32,579,539. There are two changes in the financial statements which were to be implemented this year. These changes are required by accounting standards setters. The first has to do with the pension in which the City participates in at the State level, and the second relates to a change in the deferrals for the loan programs for the City. The essence of this change is moving what was previously a deferred item into fund balance, and that portion of fund balance is shown as non-spendable related to the loan. Additionally, the auditor issues a letter just to the City Council, stating the firm is independent, explaining the two new standards and addressing things like estimates. Financial statements are based on assumptions. There are lots of transactional items that are involved, but there are also assumptions. That letter, in particular, will highlight some of those items.

Auditor Thompson stated they will also provide a letter with recommendations on things they observed. They also conduct a compliance audit, which is the grant audit. Again, the City received an unmodified opinion. Programs tested in the current year include several

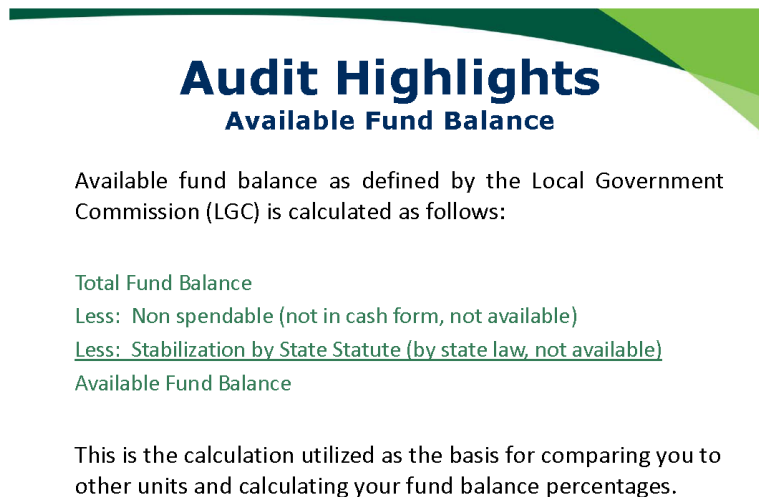


transit grants, capitalization grants for drinking water and the powell bill grant. She stated there were no findings there.

Auditor Thompson stated she wanted to refresh everyone's understanding of the roll of an external auditor. They perform an audit of the financial statements by following a plan. The plan consists of taking a look at the internal control environment and testing the detailed numbers. They go through these over a series of months. The final result is that they express their opinion. They are required to communicate certain things to the City Council, as was done in the previously mentioned letters.

The commended City staff on this audit because it is very difficult to move to a new auditor, move to a new accounting system and have to rush through financial statements that must be completed in order to qualify for financing.

Finally, Auditor Thompson discussed the following chart which explains available fund balance:



Auditor Thompson said the City Council is most probably interested in the available fund balance. By taking the \$32, 579,539 General Fund balance referenced earlier and subtracting the non-spendable balance of \$116,233 and the stabilization by State statute of \$13,033,581. This is the amount the State requires the City to restrict. This number is formulaic – it is a calculation performed based on encumbrances and the financial condition of the City. This gives you the available fund balance of \$19,429,725. The Local Government Commission recommends a City have at least 8% available fund balance in order to cover expenses until property taxes come in. Greenville is at 25%.

Finance Director Bernita Demery provided a brief overview of the results of operations for 2015. As stated earlier, the City was awarded an unmodified opinion. The City is well



within its assigned fund balance policy of 14% and were within 1.5% of revenues versus expenses at year end. Total revenues increased 4% due to increases in the property tax rate, the utilities franchise tax and sales tax. Property tax and sales tax made up 64%. Almost 50% of the City budget was spent on Public Safety. All City expense categories were under budget, with some expenses being delayed. Those included lapsed salaries and unspent capital improvements. The amount available for Capital Reserve Transfer, as explained on the following slide is \$1,501,266.

Capital Reserve Transfer

2015-2016 General Fund <u>Budget</u>	<u>Percent</u>	<u>Total Balance Required</u>	<u>Unassigned Fund Balance</u>	<u>Amount Available For Transfer</u>
74,867,198	14%	10,481,408	12,426,286	1,944,878
	\$ 1,944,878	Amount Available for Transfer to Capital Reserve Fund@ 14% Budget Ordinance Amendments (FY 2014-2015), through November, 2015		
	<u>(497,577)</u>			
	<u>\$ 1,447,301</u>	Amount Available to transfer, above the 14% Fund Balance Policy for Capital Improvements		
	53,965	Capital Reserve Interest (Unallocated)		
	<u>\$ 1,501,266</u>	Total Amount Available for Capital Improvements		

In comparison to other municipalities, Director Demery stated Greenville is well within the AA group.

Director Demery stated the Transit Fund had a net increase for the calendar year, but still has a very small fund balance. The Sanitation fund had a net increase for the fiscal year. It is on a seven year implementation plan for finding efficiencies and is showing improvement in this fourth year, but still has negative cash. The Stormwater Fund has major projects underway. In 2014, \$2.5 million was set aside in a Watershed Master Plan and that did not occur in 2015, so those projects continue to be underway.

Director Demery stated the year-end summary is that Revenues increased \$2.9 million, Expenses increased \$2.1 million and Fund Balance increased \$1.2 million.

There being no discussion, Council Member Smith moved to accept the audit report as presented by Cherry Bekaert, LLP and receive the financial information for the fiscal year ended June 30, 2015. Council Member Croskery seconded the motion, which passed by unanimous vote.

2015-2016 CAPITAL RESERVE FUND CALCULATION AND ORDINANCE APPROVING CAPITAL RESERVE FUND DESIGNATIONS



Director Demery stated that, historically, following completion of the annual audit, the City Council considers a recommendation from the City Manager to transfer a portion of unassigned General Fund balance to designated capital improvement projects. The fiscal year-end results illustrate that unassigned fund balance is within the 14% financial policy guidelines. Using the June 30, 2015 audit results, the portion of unassigned General Fund balance that can be used for capital needs is \$1,447,301.

Director Demery recommended the transfer \$1,447,301 from the General Fund to the Capital Reserve Fund. The total amount to be designated within the Capital Reserve is \$1,501,266, which includes \$53,965 in unallocated interest. If approved, this amount will be included as part of the December 2015 budget amendment.

Council Member Smith moved to approve 2015-2016 Capital Reserve Fund designations and adopt the Capital Reserve Fund ordinance. Council Member Blackburn seconded the motion, which passed by unanimous vote.

2016 CITY COUNCIL MEETINGS SCHEDULE

City Clerk Carol Barwick presented a proposed schedule for 2016 City Council meetings which was drafted in accordance with Section 2-1-11 of the Greenville City Code, and was adjusted for conflicts with City-observed holidays and other known conflicts.

City Manager Lipscomb recommended eliminating all third meetings for all months except May and June.

Mayor Pro-Tem Mercer stated he would be out of town on June 20th.

Council Member Smith stated she would be out of town on June 9th.

Council Member Smiley recommended scheduling the June meetings for the 6th, 13th and 16th, and he asked to move the August meetings to the 15th and 18th.

Council Member Croskery noted that he found this process awkward when he was first elected. He preferred that adoption of a meeting schedule be the first item of business for a newly elected City Council.

There being no further discussion, Mayor Pro-Tem Mercer moved to adopt the 2016 Schedule of Meetings with the noted changes. Council Member Glover seconded the motion, which passed by unanimous vote.

(A copy of the schedule, as adopted, is herein incorporated by reference and is included at the end of these minutes).



FISCAL YEAR 2016-2017 AND 2017-2018 BUDGET SCHEDULE

Financial Services Director Bernita Demery reviewed the following proposed budget and capital improvement program schedule for the FY 2016-2017 budget and FY 2017-2018 financial plan:

City of Greenville, North Carolina
Budget and Capital Improvement Program (CIP) Schedule
Fiscal Year(s) 2016-2017 and 2017-2018

Thursday	November 12, 2015	Budget and CIP schedule presented to City Council
Friday and Saturday	January 29-30, 2016	City Council Strategic Planning Retreat
Monday	March 14, 2016	Proposed CIP presented to City Council
Monday	April 11, 2016	City Council preview of proposed City Budget
Monday	May 9, 2016	Proposed City Budget presented to City Council
Thursday	May 12, 2016	Proposed GUC, SML, and CVA Budgets presented to City Council
Monday	May 23, 2016	Further discussion of proposed Budgets by City Council (Optional)
Monday	June 6, 2016	Public Hearing - Fiscal Year 2016-2017 Budget and 2017-2018 Plan
Monday	June 13, 2016	Consideration of adoption of the Fiscal Year 2016-2017 Budget and 2017-2018 Plan

Upon motion by Council Member Smith and second by Mayor Pro-Tem Mercer, the City Council voted unanimously to approve the forgoing budget and capital improvement program schedule.

DISCUSSION OF EAST 10TH STREET

Council Member Blackburn stated she had requested this item be placed on the agenda to discuss East 10th Street, specifically from the intersection with Greenville Boulevard to Oxford Road. She is extremely concerned about pedestrian and traffic safety in that area.

Traffic Engineer Rik DiCesare stated the North Carolina Department of Transportation (DOT) has a project in progress to improve safety in that area and it has been underway since mid-2014. He indicated he met with representatives of DOT the previous week to see what could be done in the interim until those improvements are in place. DOT will put signage along the areas where people cross better make drivers aware there are multiple crossings. They are also considering a speed reduction in the area, although nothing is definite on that at the present time. There is concern that a speed reduction might give pedestrians a false sense of safety. A final consideration is pavement markings that can be read while driving.



DISCUSSION OF DEER IN RESIDENTIAL AREAS

Council Member Croskery said that deer in residential areas is a problem that has come onto his radar multiple times over the past couple years, and more frequently this past summer. Neighborhoods in his district are being compromised by development, which is displacing the deer from forests surrounding his district. There have been a fair number of auto accidents, often fatal for the deer and always bad for the car. There is also much concern about deer harming ornamental plants.

Interim Code Enforcement Coordinator Chris Viverette stated the problem is seasonal. Deer move more readily when in rut and during hunting season. With the increase in deer population, deer are encroaching more into the city limits. In addition, the plants that residents put around their homes attract deer. He discussed a number of potential solutions:

- Capture and move the deer into the County, although that doesn't solve the problem – it merely relocates it – and doing so can be difficult and expensive. It would involve the use of rocket nets or tranquilizer darts.
- Use electrified fences to prevent access, but fencing would have to be a higher voltage and may prove hazardous to children. Fencing would range in cost from .10 to \$5 per linear foot.
- Use of repellants, although repellants may not work if deer are hungry enough and rain may interfere with effectiveness. Costs for repellants range from .20 to \$25 per gallon.
- Use of loud noise to scare away the deer, but this method may not be suitable in residential areas.
- Shoot the deer, although this method would require a City ordinance change and a permit from NC Wildlife.
- Choose plants that are not appealing to deer. The Animal Protective Services webpage lists a variety of planting options.

ORDINANCE AMENDING THE CITY CODE TO CHANGE THE NAME OF THE ANIMAL CONTROL UNIT TO THE ANIMAL PROTECTIVE SERVICES UNIT AND RESOLUTION AMENDING THE PAY PLAN TO REFLECT THE UPDATED POSITION TITLES ASSOCIATED WITH THIS NAME CHANGE – (Ordinance No. 15-061, Resolution No. 066-15)

City Attorney Dave Holec stated this item was continued from Monday's meeting because there was a need to revise the ordinance due to an oversight in one of the provisions. This follows through with a strategic planning session that the Police Department and Animal Control had in 2014. A component of that was to change the name of the unit from Animal Control to Animal Protective Services. To accomplish that, an ordinance to amend the City



Code and a resolution to amend the pay plan are required. No fiscal impact is associated with these changes.

City Manager Lipscomb distributed copies of Ordinance No. 15-055, which relates to animal traps being made available to the public and stated she'd like to call attention to C(4), which reads: "Before a trap is set, the Division of Animal Control will ensure that a new application is completed by the person requesting the trap and will provide written notification to adjacent property owners/renters. In cases where property owners fail to respond or the property appears to be vacant, the animal control officers will post a notice on the property by way of a door hanger at least 24 hours in advance of a trap being set.

City Manager Lipscomb noted that references to Animal Control would be changed to Animal Protective Services, but she hoped that the content of C(4) would address some of the questions being asked about traps.

Council Member Blackburn stated those were not the instructions that are being given to volunteers. She asked how that could be corrected.

Interim Code Enforcement Coordinator Viverette stated he had conversation earlier with Animal Control Supervisor Tim Langley about that topic. They are working to ensure the information contained in the ordinance is in the information provided to citizens.

Council Member Croskery moved to adopt the ordinance amending the City Code to change the name of the Animal Control Unit to the Animal Protective Services Unit and resolution amending the pay plan to reflect the updated position titles associated with this name change. Motion was seconded by Council Member Smiley.

Council Member Blackburn stated she is not comfortable with this name change at present because it connotes an approach were the City's officers work with people and animals to make sure they are taken care of and to ensure the people have resources to take care of their animals. She doesn't feel that relationship is currently happening. Former Chief of Police Hassan Aden had goals to improve engagement and to move from traditional animal control to more engagement with the community. She is particularly concerned about one residence that had repeated inspections, with cats being trapped and citations issued for feeding cats outside. These actions suggest the City is not working with people and their animals, but rather are taking a more confrontational approach than an engaged approach.

Interim Code Enforcement Coordinator Viverette stated the unit is trying to work with the community. There will be individuals who, regardless of what is done, are not happy. The goal is not to be viewed as an entity whose sole purpose it to euthanize, and to show empathy for pet owners; however, there are ordinances and North Carolina General Statutes in place that the unit is required to enforce and they try to do so in a professional manner.



Council Member Blackburn said her interest is in determining what qualifies as a nuisance cat. Cats on cars or in gardens should be addressed, but she doesn't feel it warrants trapping the cat and taking it to a shelter.

Interim Code Enforcement Coordinator Viverette stated contact with adjacent property owners is required to make them aware prior to trapping. He is personally a proponent of microchipping because accidents happen. A person opens the door to get their mail and their pet runs out. If animals are microchipped, when they are found, animal control officers can scan them and return them to their owners.

Council Member Blackburn stated that not all owners have the resources to sterilize and microchip their pets, but they should still be able to have pets.

Interim Code Enforcement Coordinator Viverette stated that officers try to refer pet owners without means for sterilization and microchipping to organizations that will help. They do their best to determine if there is true evidence of a nuisance, rather than just a phone call from an annoyed neighbor. Indicators are pawprints on cars and the presence of an ammonia smell around property.

Council Member Blackburn stated that the way he describes the work is not how it appears to be carried out. She recommended that the division meet regularly with community animal advocates in an effort to address the many areas of friction between ideas and execution.

Council Member Croskery stated he feels the move to a new name is a move toward a more positive culture. He noted that Council Member Blackburn's points are well taken and said he hopes the official change will help.

There being no further discussion, the City Council voted unanimously to adopt the ordinance amending the City Code to change the name of the Animal Control Unit to the Animal Protective Services Unit and resolution amending the pay plan to reflect the updated position titles associated with this name change.

COMMENTS FROM THE MAYOR AND CITY COUNCIL

The Mayor and City Council made comments about past and future events.



CITY MANAGER'S REPORT

City Manager Lipscomb asked the Council's preference on a date for the Farewell Reception for outgoing council members.

Upon motion by Council Member Smith and second by Council Member Croskery, the City Council voted unanimously to schedule the Farewell Reception for 6:00 pm on November 30, 2015, to begin in the Council Chambers.

CLOSED SESSION (ADDED)

Council Member Smiley moved to enter closed session in accordance with G.S. §143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, said laws rendering the information as privileged or confidential being the Personnel Privacy Statute and the Open Meetings Law, or more specifically, to approve closed session minutes, and in accordance with G.S. §143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee, or more specifically, to conduct the annual performance evaluations of appointed staff. Council Member Croskery seconded the motion, which passed by unanimous vote.

Mayor Pro-Tem Mercer declared the City Council in closed session at 9:19 pm and called a brief recess to allow Council Members time to relocate to Conference Room 337.

Upon conclusion of closed session discussion, motion was made by Mayor Pro-Tem Mercer and seconded by Council Member Croskery to return to open session. Motion was approved unanimously, and Mayor Pro-Tem Mercer returned the City Council to open session at 11:16 pm.



ADJOURNMENT

Mayor Pro-Tem Mercer moved to adjourn the meeting, seconded by Council Member Croskery. There being no further discussion, the motion passed by unanimous vote and Mayor Pro-Tem Mercer adjourned the meeting at 11:17 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Carol L. Barwick".

Carol L. Barwick, CMC
City Clerk



CITY OF GREENVILLE
2016 SCHEDULE OF CITY COUNCIL MEETINGS
(All meetings are held in the Council Chambers unless otherwise noted)

January 11 - 6:00 PM
January 14 - 6:00 PM
January 29 - 4:30 PM - (Planning Session, City Hall Gallery/Conf. Room 337)
January 30 - 8:30 AM - (Planning Session, City Hall Gallery/Conf. Room 337)

February 8 - 6:00 PM
February 11 - 6:00 PM

March 14 - 6:00 PM
March 17 - 6:00 PM

April 11 - 6:00 PM
April 14 - 6:00 PM
April 25 - 6:00 PM - (Possible Joint City/GUC meeting, GUC Board Room)

May 9 - 6:00 PM
May 12 - 6:00 PM
May 23 - 6:00 PM

June 6 - 6:00 PM
June 13 - 6:00 PM
June 16 - 6:00 PM

August 15 - 6:00 PM
August 18 - 6:00 PM

September 8 - 6:00 PM
September 19 - 6:00 PM (Possible Joint City/GUC meeting, GUC Board Room)

October 10 - 6:00 PM
October 13 - 6:00 PM

November 7 - 6:00 PM
November 10 - 6:00 PM

December 5 - 6:00 PM
December 8 - 6:00 PM

ADOPTED 11/12/2015

Corresponding agenda item for the schedule above appears on page 14.

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, DECEMBER 10, 2015



A regular meeting of the Greenville City Council was held on Thursday, December 10, 2015 in the Council Chambers, located on the third floor at City Hall, with Mayor Allen M. Thomas presiding. Mayor Thomas called the meeting to order at 6:00 pm. Council Member Godley gave the invocation, followed by the Pledge of Allegiance.

Those Present:

Mayor Allen M. Thomas, Mayor Pro-Tem Kandie Smith, Council Member Rose H. Glover, Council Member McLean Godley, Council Member Rick Smiley, Council Member P. J. Connelly and Council Member Calvin Mercer

Those Absent:

None

Also Present:

City Manager Barbara Lipscomb, City Attorney David A. Holec, City Clerk Carol L. Barwick and Deputy City Clerk Polly W. Jones

APPROVAL OF THE AGENDA

City Manager Barbara Lipscomb asked that the agreement with Trillium Health for development of an inclusive playground at the Town Common and the award of design-build contract for an inclusive playground at Town Common be removed from the Consent agenda and discussed following the Consent agenda.

Mayor Thomas asked that the contract award for Town Common Phase I Design Development be removed from the Consent agenda and discussed following the Consent agenda.

Mayor Pro-Tem Smith asked that the contract award for construction of the South Greenville Recreation Center Renovations be removed from the Consent agenda and discussed following the Consent agenda.

Council Member Smiley pointed out that the construction administration and construction inspection contract for the South Greenville Recreation Center renovations is a companion item to the one Mayor Pro-Tem Smith asked to discuss separately and should not be voted



upon before that item. He asked that it be removed from the Consent agenda and discussed following the Consent agenda.

Upon motion by Council Member Croskery and second by Council Member Smith, the City Council voted unanimously to approve the agenda with the changes noted.

PUBLIC COMMENT PERIOD

Mayor Thomas opened the public comment period at 6:06 pm, explaining procedures which should be followed by all speakers.

Dave Barham – No Address Given

Mr. Barham expressed his views on recycling and the ways in which environmentalists impede capitalism by preventing the development of private enterprise and imposing oppressive regulations on existing businesses.

Jeremy Jordan – 707 W. 4th Street

Mr. Jordan expressed his concern about parking in the Uptown area, noting that two pay stations have recently been added on Evans Street. He stated that the parking deck is largely deserted during business hours and business owners have seen a decline in customer traffic. People are not willing to pay for parking in the Uptown area, and perhaps it is not the right time to charge for parking everywhere.

John Joseph Laffiteau – Rodeway Inn & Suites

Mr. Laffiteau spoke about a personnel matter between himself and staff at Sheppard Memorial Library. They have cameras installed, but they provided no evidence to support the staff, nor was there any testimony from other patrons. He theorized that patternization or apophenia could be the cause of the misunderstanding. Given the ambiguity in this situation, he proposed a polygraph test be administered to himself and library staff.

Bianca Shoneman – No Address Given

Ms. Shoneman, Director of Uptown Greenville, stated they are the downtown development organization and they have a 30 year history with the municipality and various partners in the great triumph of center city revitalization. She said she would like to take a moment, on behalf of their Board of Directors, to welcome the two new members to the City Council and thank them for their service. Various organizations have spent decades building the downtown and the hard work is beginning to pay off. Close to \$500 million in private and public investment is taking place in the central business district. Over the next three years, the central business district will experience an intense amount of construction. The time is now to communicate and be well informed about municipal actions, state actions and small business needs. She stated Uptown Greenville is ready to work in tandem with the City to



ensure those communication lines remain open, aggressive and that everyone remains informed of new patters of growth. She congratulated the Recreation and Parks Department on their receipt of the \$750,000 Trillium grant and stated she feels an ADA compliant park is a good move. When you consider the location of the park, it is important to be mindful about accessibility as well as future use of the amphitheater and the Town Common.

Elizabeth Wooten – No Address Given

Ms. Wooten stated that she is also excited to see some of the upcoming improvements to the Town Common; however, she is concerned about the proposed location of the playground. She is concerned that it will limit the utility of the amphitheater. She feels the amphitheater is Town Common’s greatest attribute. She feels the playground should be located farther to the East or off to one side.

Richard Wilson – No Address Given

Mr. Wilson stated he is a local artist in Greenville, but he travels all over the country to art festivals. He recently did a show in Greenville, South Carolina and saw how they were supporting the arts there. They took an existing garage and turned the first couple rows of parking spaces into artists’ studios. Here is Greenville, there is a small art market and he would like to see the City pursue something similar.

There being no one else present who wished to address the City Council, Mayor Thomas closed the public comment period at 6:19 pm.

SPECIAL RECOGNITIONS

Chester Spellman, Public Works Department Retiree

City Manager Lipscomb recognized Chester Spellman for 25 years, 10 months service to the Public Works Department. She then read and presented a plaque commemorating the occasion of his retirement.

APPOINTMENTS

APPOINTMENTS TO BOARDS AND COMMISSIONS

Because City Council Liaison assignments had not been made at the time of the meeting, staff recommended continuing all board and commission appointments made by City Council liaisons and making only those appointments not recommended by a liaison.



Motion to that effect was made by Council Member Smiley, seconded by Council Member Glover, and carried unanimously.

Planning & Zoning Commission

Mayor Thomas made a recommendation to appoint Les Robinson to an unexpired term that will expire June 2018. A motion was made to that effect by Council Member Connelly, seconded by Council Member Glover and carried unanimously.

Police Community Relations Committee

Mayor Pro-Tem Smith continued her appointment.

Recreation & Parks Commission

Council Member Smiley continued his appointment.

APPOINTMENTS TO PITT COUNTY DEVELOPMENT COMMISSION

Mayor Pro-Tem Smith made a motion to recommend Dennis Mitchell to the Pitt County Board of Commissioners to serve a three-year term that will expire December 2018, but withdrew the motion after general discussion.

Council Member Smiley made a motion to recommend to the Pitt County Board of Commissioners that Mike McCarty be reappointed to a first three-year term that will expire December 2018. Council Member Mercer seconded the motion and it carried unanimously.

APPOINTMENTS TO MID-EAST COMMISSION

A motion was made by Council Member Mercer to reappoint Merrill Flood as a regular member of the Mid-East Commission for a two-year term that will commence January 1, 2016, and expire on December 31, 2017, or until a Director of Community Development is named, and to appoint Thomas Weitnauer as the City's alternate member of the Mid-East Commission for a two-year term that will commence on January 1, 2016, and expire December 31, 2017. The motion was seconded by Mayor Pro-Tem Smith and carried unanimously.

APPOINTMENT OF CITY COUNCIL MEMBERS TO COMMITTEES

A motion was made by Council Member Smiley for the following actions to reappoint Mayor Pro-Tem Smith to the Taxicab Appeal Board, reappoint Council Member Glover and Council Member Smiley to the Joint Pay & Benefits Committee and to reappoint Council Member Mercer to the Other Post-Employment Benefits Trust (OPEB). The motion was seconded by Council Member Connelly and unanimously carried.



Mayor Thomas continued appointments to the Audit Committee and Economic Development Committee.

CONSENT AGENDA

City Manager Lipscomb introduced the following items on the Consent agenda:

MINUTES FROM THE NOVEMBER 9, 2015 CITY COUNCIL MEETING

RESOLUTION DECLARING A 1988 PUMPER FIRE TRUCK AS SURPLUS AND AUTHORIZING ITS DISPOSITION TO THE SWAN QUARTER VOLUNTEER FIRE DEPARTMENT – (Resolution No. 067-15)

APPROVAL OF PURCHASE ORDER REQUEST FOR NINETEEN (19) FORD INTERCEPTOR SEDANS/SUVS FOR THE POLICE DEPARTMENT

CAPITAL PROJECT BUDGET ORDINANCE AND REIMBURSEMENT RESOLUTION FOR GREENVILLE UTILITIES COMMISSION'S DOWNTOWN FACILITIES DEVELOPMENT AND AUTHORIZATION OF THE PURCHASE OF REAL PROPERTY – (Ordinance No. 15-064, Resolution No. 068-15)

(REMOVED) AGREEMENT WITH TRILLIUM HEALTH RESOURCES FOR DEVELOPMENT OF AN INCLUSIVE PLAYGROUND AT THE TOWN COMMON

(REMOVED) AWARD OF DESIGN-BUILD CONTRACT FOR AN INCLUSIVE PLAYGROUND AT THE TOWN COMMON

(REMOVED) CONTRACT AWARD FOR TOWN COMMON PHASE I DESIGN DEVELOPMENT

(REMOVED) CONTRACT AWARD FOR CONSTRUCTION OF THE SOUTH GREENVILLE RECREATION CENTER RENOVATIONS

(REMOVED) CONSTRUCTION ADMINISTRATION AND CONSTRUCTION INSPECTION CONTRACT FOR THE SOUTH GREENVILLE RECREATION CENTER RENOVATIONS

REPORT ON BIDS AND CONTRACTS AWARDED

VARIOUS TAX REFUNDS GREATER THAN \$100



BUDGET ORDINANCE AMENDMENT #5 TO THE 2015-2016 CITY OF GREENVILLE BUDGET (ORDINANCE #15-032) AND AMENDMENTS TO THE SPECIAL REVENUE GRANT/DONATION FUND (ORDINANCE #11-003) – (Ordinance No. 15-065)

Upon motion by Mayor Pro-Tem Smith and second by Council Member Mercer, the City Council voted unanimously to approve all remaining items on the Consent agenda.

ITEMS REMOVED FROM CONSENT AGENDA

AGREEMENT WITH TRILLIUM HEALTH RESOURCES FOR DEVELOPMENT OF AN INCLUSIVE PLAYGROUND AT THE TOWN COMMON – (Contract No. 2148)

Recreation and Parks Director Gary Fenton explained that, in the summer of 2015, the Recreation and Parks Department applied for a Play Together Construction Grant from Trillium Health Resources for the development of an inclusive (accessible) playground at the Town Common. An inclusive playground is one that has wheelchair accessible surfaces and minimizes obstacles that might preclude participation by those with special needs.

Approximately one month later, the department received notice that the City had been chosen to receive one of two \$750,000 grants, with grants of lesser amounts being awarded to nine other eastern North Carolina communities. One of the grant stipulations requires a rather short turn-around time, with completion required by June 30, 2016. Staff is working diligently to meet this time requirement.

An agreement between Trillium Health Resources and the City of Greenville is required in order for the project to move forward. The agreement delineates the responsibilities of each organization, and specific processes and conditions associated with this project.

Parks Planner Lamarco Morrison briefed the City Council on the site selections issues and the design build requirement. He stated Town Common was chosen as the location because it is Greenville's central park.

Parks Planner Morrison reviewed the original layout for the park, which was part of the original master plan that was adopted in 2010. Phase I of the development will include the 1st Street Streetscape, Sycamore Hill Baptist Church Plaza/Commemorative Tower, boat ramp renovation, playground collaboration, parking lot improvements, pathways and a 5,000 square foot multipurpose structure which will include a restroom.

The preferred site for the playground is 144 feet from the amphitheater, 50 feet from the street to provide ample buffer, 260 feet from the parking lot and 162 feet from the existing AM radio tower. Benefits of the proposed site include:



- Better meets the requirements of the Trillium grant for a site ready location within the park
- Easier to make ADA accessible with less fill as it is in a flatter area of the park
- Least impact on the Town Common Master Plan and the Phase I development
- Best access to utilities and lower infrastructure cost
- In proximity to where the original master plan recommended a playground and close to parking

Parks Planner Morrison next reviewed inclusive playground design requirements and stated that an acre will be the minimum necessary to achieve these requirements.

- Playground must be inclusive and accessible; meet all ADA requirements
- Must have ADA accessible walks from parking area to playground area
- Must have a "River theme" integrated into design
- Must be integrated into the overall park and have greenspace and landscaping
- Design for required American Society for Testing and Materials (ASTM) safety zones and fall zones between structures

The playground must include the following elements:

- A liberty swing (swing that accommodates wheelchairs)
- 2-5 year old age group play structure
- 6-12 age year old group play structure
- Dual zip line structure
- Merry-go-round structure
- Music panels and/or music instruments
- Water feature with iconic structure
- Adult fitness circuit for parents/adults
- Stand-alone ground level structures with at least 25% ADA accessible

Director Fenton stated the agreement includes a clause allowing its termination by Trillium if funds granted for the program are revoked or terminated by the funding agencies in a manner beyond their control, and it also allows termination by either party with cause upon written notice to the other party and with written documentation to the other party detailing the grounds for termination. In such a case, Trillium agrees to compensate the City for services performed under this Agreement prior to the date of termination. Director Fenton encouraged the City Council to approve the agreement.

Following a brief discussion of the pros and cons of the proposed site, Mayor Pro-Tem Smith moved to approve the agreement for professional services with Trillium Health Resources, with the City Council retaining the right to choose placement and to authorize the City Manager to execute said agreement. Council Member Godley seconded the motion, which passed by unanimous vote.



AWARD OF DESIGN-BUILD CONTRACT FOR AN INCLUSIVE PLAYGROUND AT THE TOWN COMMON

Council Member Smiley asked how the signing of this contract binds the City.

Director Fenton stated signing the contract allows the City to move forward on meeting with the contractor to build the playground; however, if for some reason the City was not awarded the grant, there is an escape clause.

There being no further discussion, Mayor Pro-Tem Smith moved to award a design-build contract for an Inclusive Playground at the Town Common to Carolina Parks and Play Recreational Products for a guaranteed maximum price of \$712,500 and to authorize the City Manager to execute the contract. Council Member Glover seconded the motion, which passed by unanimous vote.

CONTRACT AWARD FOR TOWN COMMON PHASE I DESIGN DEVELOPMENT – (Contract No. 2155)

Director Fenton stated Recreation and Parks would like to move forward with the \$250,000 currently within their budget for Town Common Phase I design development. After a lengthy Request for Qualifications (RFQ) process, eight responses were received. An assessment panel made up of Tom Wisemiller, Lillian Outerbridge, Denisha Harris, Michael Glenn and Lamarco Morrison selected the firm of Rhodeside and Harwell, Inc. (RHI) for the project. During contract negotiations, the City and RHI agreed to break the design development documents into two separate contracts in an effort to develop a complete schematic design (30%) prior to the upcoming Council Retreat so City Council approval can be sought before RHI continues on to full design development documents.

Upon motion by Council Member Smiley and second by Council Member Mercer, the City Council voted unanimously to award the contract for the 30% design development submission to Rhodeside and Harwell, Inc.

CONTRACT AWARD FOR CONSTRUCTION OF THE SOUTH GREENVILLE RECREATION CENTER RENOVATIONS – (Contract 2154)

Director Fenton stated there has been a long wait to make this improvement to the South Greenville Recreation Center. It is moving forward with a \$2.1 million investment from the City and \$600,000 from the school system. He said he feels this type of joint effort with the schools is something that should be done in the future with planning and funding recreation facilities when they are in close proximity to one another. Approval tonight will allow the City to move forward on a contract with Stocks and Taylor Construction, Inc. Asbestos work has been ongoing on at the facility and was completed today.



Mayor Pro-Tem Smith stated she would like to be sure the ball field is completed once the gym is completed.

Director Fenton stated the ball field is included in their request for capital and, assuming it is approved, they can move forward on that project starting July 1st.

There being no further discussion, Mayor Pro-Tem Smith moved to approve the contract award for renovations at the South Greenville Recreation Center to Stocks and Taylor Construction, Inc. for a total amount of \$2,612,950. Council Member Glover seconded the motion, which passed by unanimous vote.

CONSTRUCTION ADMINISTRATION AND CONSTRUCTION INSPECTION CONTRACT FOR THE SOUTH GREENVILLE RECREATION CENTER RENOVATIONS

Parks Planner Morrison stated construction administration is a large task and he does not have time to do it effectively himself. It is standard to have an architect of record to handle this function.

Upon motion by Council Member Smith and second by Council Member Glover, the City Council voted unanimously to approve an amendment to the original contract with Hite Associates, PC to include construction administration and construction inspection for a total amount of \$34,644 and authorize the City Manager to execute the amendment.

NEW BUSINESS

PUBLIC HEARINGS

NAMING OF THE FISHING PIER AT THE TOWN COMMON AS THE ROBERT LEE CHERRY FISHING PIER

Recreation and Parks Director Gary Fenton stated that the Greenville Recreation and Parks Department received a proposal in March to name the new fishing pier that will be installed at the Town Common after Mr. Robert Lee Cherry, who passed away in February of this year. Mr. Cherry was a veteran of World War II, serving in the U.S. Army. He was recognized by City Council in June 2014, and received a proclamation for his service. Family and countless friends of Mr. Cherry have endorsed the proposal, with more than 600 citizens signing a petition of support. The proposal cited his involvement with veterans' activities, assistance with homeless veteran issues, volunteerism at the Third Street Community Center and Habitat for Humanity, participation in Veterans Day events and his love for fishing at the Town Common.



At the May 13, 2015 Recreation and Parks Commission meeting, a motion was made and unanimously passed among all present, to recommend that City Council modify the naming policy to require that an individual be deceased for a minimum of six (6) months, rather than the previous two (2) year requirement, before having a park or facility named in his or her honor. The City Council approved this change at their August 10, 2015 meeting.

At its November 18, 2015 meeting, the Recreation and Parks Commission unanimously passed a motion to recommend that City Council approve naming the new fishing pier at Town Common, the "Robert Lee Cherry Fishing Pier."

Mayor Thomas declared the public hearing for the proposed naming open at 7:37 pm and invited anyone wishing to speak in favor to come forward.

James Staton – No Address Given

Mr. Staton said Robert Cherry was his friend, and they saw each other daily. They fished together at the Town Common at and other places. It would be an honor to have this pier named after him.

Hearing no one else wishing to comment in favor of the proposed naming, Mayor Thomas invited comment in opposition. Hearing none, Mayor Thomas closed the public hearing at 7:38 pm.

Council Member Glover moved to name the new fishing pier at the Town Common as the "Robert Lee Cherry Fishing Pier". Mayor Pro Tem Smith seconded the motion, which passed by unanimous vote.

ORDINANCE TO ANNEX LANGSTON WEST, SECTION 7, INVOLVING 4.5049 ACRES LOCATED BETWEEN BIRCH HOLLOW ROAD AND STILLWOOD DRIVE – (Ordinance No. 15-066)

Planner Chantae Gooby showed a map depicting the proposed annexation area, which is located within Winterville Township in voting district #2. The property is currently vacant with no population, and population of 29 expected at full development. Current zoning is R9S (Residential-Single Family), with the proposed use being 13 single-family lots. Present tax value is \$84,467, with tax value at full development estimated at \$3,984,467. The property is located within Vision Area E.

Mayor Thomas declared the public hearing for the proposed annexation open at 7:43 pm and invited anyone wishing to speak in favor to come forward. Hearing no one, he then invited comment in opposition. Also hearing no one, Mayor Thomas closed the public hearing at 7:44 pm.



Council Member Smiley moved to adopt the ordinance to annex Langston West, Section 7, involving 4.5049 acres located between Birch Hollow Road and Stillwood Drive. Council Member Godley seconded the motion, which passed by unanimous vote.

ORDINANCE TO AMEND THE ZONING ORDINANCE BY REVISING THE OUTSIDE TIRE STORAGE AND DISPLAY REGULATIONS – (Ordinance No. 15-067)

Chief Planner Tom Weitnauer stated that a little over two years ago, the City Council directed staff to prepare text amendments related to outside tire storage and those amendments were adopted a few months later. Within about a year and a half of that, three tire companies had voiced concerns about the impact these new regulations were having on their businesses. The City Council again directed staff to prepare text amendments related to this issue, and that version was approved by the Planning and Zoning Commission last month.

Chief Planner Weitnauer stated this latest revision amends the number of tires allowed to be stored outside from 100 to 300 and it amends the restriction on outdoor displays of tires from the current restriction of being within 10 feet of the building to being between 10-20 feet of the building.

Mayor Thomas declared the public hearing for the proposed text amendment open at 7:46 pm and invited anyone wishing to speak in favor to come forward. Hearing no one, Mayor Thomas invited comment in opposition. Also hearing none, Mayor Thomas closed the public hearing at 7:47 pm.

Council Member Glover moved to adopt the ordinance to amend the Zoning Ordinance by revising the outside tire storage and display regulations. Mayor Pro-Tem Smith seconded the motion, which passed by unanimous vote.

OTHER ITEMS OF BUSINESS

RESOLUTION CERTIFYING AND DECLARING RESULTS OF BOND REFERENDUM –
(Resolution No. 069-15)

Assistant City Manager Michael Cowin stated that approval is needed of the resolution certifying and declaring results of the Bond Referendum held on November 3, 2015 upon the question of approving \$15,850,000 in street and pedestrian transportation bonds. This financing would be used to provide funds for street and pedestrian transportation projects which were included in the bond package. This resolution certifies that 6,559 votes were cast in favor of the bond and another 2,734 votes were cast in opposition. Assistant City Manager Cowin recommended approval.



Upon motion by Council Member Glover and second by Council Member Smiley, the City Council voted unanimously to approve the resolution certifying and declaring results of the November 3, 2015 Bond Referendum.

PRESENTATION ON THE PROJECT STATUS OF HORIZONS 2026, GREENVILLE'S COMMUNITY PLAN

Assistant City Manager Merrill Flood stated the City is in the process of updating Horizons: Greenville's Community Plan, which will be the fourth update since its initial adoption in 1992. The City has employed the services of Clarion Associates, LLC to participate in the process, including various public input meetings and individual meetings with council members. New council members will have the opportunity to meet with them as well. The process has gone extremely well so far, and there has been much public input. Leigh Anne King, Project Manager with Clarion, will provide a progress update per contract requirements.

Ms. King stated Clarion is very excited to be working in this process with the City as they feel this is a very exciting time in the City's history with ECU's Millennial Campus designation coming through, the growing health care system, the redevelopment and investment in Uptown and all of the great things happening in this city right now. She feels Greenville is a prominent city within the region and across the state. It is the economic and cultural hub of Eastern North Carolina. This plan update is an opportunity to look at what's next for this community.

Ms. King stated a Comprehensive Plan Committee (CPC) was established to meet and provide input and review the preparation of the Plan. The 22-member Committee is composed of City board and commission representatives, community partners, and members appointed by the Mayor and City Council Members. In addition to CPC members, City staff and representatives from the community have been invited to CPC meetings and workshops to provide input into the Horizons Plan update.

To date, Ms. King stated the CPC has held four meetings. In addition, the City has hosted public engagement meetings giving the public the opportunity to provide input on the development of the plan. The public engagement opportunities include:

- Stakeholder Interviews, June 1-3;
- Public Kickoff Workshop #1, September 14;
- Leadership Breakfast, September 15;
- Public Workshop #2, November 4;
- 3 Stakeholder Meetings, November 5; and
- Open House, November 5.



Summaries of the public engagement meetings and workshops were used to shape the draft Vision Framework for the 2026 Horizons Plan, and will also help inform development of the goals, policies, and actions to be included in the plan. Over the course of its meetings, the CPC has:

- Learned about the existing 2010 Horizons Plan
- Conducted a visioning exercise to identify key opportunities and challenges for the community to be addressed in the plan update
- Received and discussed the Community Profile Report on the technical analysis prepared for this initiative
- Received and discussed a report on the "Workshop for Our Future"
- Reviewed and commented on the draft Vision Framework for the new plan
- Received and discussed a report on the "How Will We Grow" Workshops
- Provided input on the Area Plans being developed as part of this planning initiative.

The CPC will be focusing on the city-wide Future Growth Framework at their upcoming January meeting.

For a project such as this to be successful, Ms. King stated it is essential to devote significant attention to inform the community of meetings, workshops and work products throughout development of the plan to encourage meaningful input and work product review. To this end, an extensive multimedia campaign has been employed throughout the project.

Project branding was designed with assistance from the Public Information Office, and webpages have been posted on the City's website which are constantly updated to keep the community abreast of the project. A link to the project webpages is prominently displayed on the City's homepage under the "In the Spotlight" button. The interactive webpages provide a description of the project, meeting announcements, meeting agendas and meeting summaries, on-line surveys, work products, project contact information and the ability for citizens to sign up to receive automatic emails of meeting announcements. Through collaborative support by the City's Public Information Office and IT Department staff, additional forms of media employed to advertise meetings.

These include:

- Social media including Facebook and Twitter
- Paid advertisements in The Daily Reflector and The Daily Drum
- Radio and television interviews
- Newspaper articles, editorials and letters to the Editor
- Meeting announcement flyers posted throughout City Hall, the Municipal Building, City and ECU libraries, downtown businesses, Boys and Girls Club, and City of Greenville Park facilities
- Postcard mailings



- Printed business cards with the project website that CPC members handed out to friends and colleagues
- Public workshop announcements posted on websites of the Chamber of Commerce, Uptown Greenville, and the Greenville Convention Center
- E-mails to all City staff and to all City Board and Commission members
- CPC and Public Workshop announcements on The Daily Reflector's City Page
- Press releases

The City has completed the first two phases of the project which include the Initiation Phase and the Analysis Phase. The Horizons 2026 project recently advanced into the Draft Phase of the project. The project is scheduled to be completed at the conclusion of the Adoption Phase in August 2016 with City Council's adoption of the Plan.

Mayor Pro-Tem Smith stated several individuals had approached her and said the process is very different to the one 10 years ago. They expected to be able to give more feedback. She stated she wants to be sure the people are a part of the process.

Ms. King stated Clarion totally intends this to be an inclusive process and they will be very sensitive to this going forward.

OPEN DATA DASHBOARDS PROJECT

City Manager Lipscomb stated governments are opening open data platforms throughout the country and this is a project she asked the Information Technology (IT) Department to pursue in order to promote greater transparency and to make it easier for the public to obtain information.

Assistant City Manager Michael Cowin stated he would like to take a few minutes to introduce the online reporting application called OpenGov which provides access to the City's financial and non-financial information in a very transparent and easy to understand format. The project began about 11 months ago in order to provide the community with a better understanding of the financial operations of the City and how taxpayers' resources are being utilized to benefit their community. The application is being rolled out to employees first to get their input prior to rolling it out to the community in 4-5 months.

In addition to providing unlimited insight into financial and non-financial data, OpenGov will provide visualizations that quickly tell a story and will be available to everyone in the City's organization and the community.

The OpenGov platform will be used by staff to create custom reports and graphs in order to better manage the budget, by the City Council to stay better informed on the City's financial position and by the community to evaluate the City's progress toward meeting its goals.



Further, it will allow the City to compare itself against other municipalities that use the platform.

Assistant City Manager Cowin then gave an online demonstration of how to navigate the system to obtain the information desired.

Council Member Smiley asked if outside data such as census information, unemployment rates, etc. could be incorporated into the OpenGov platform.

Assistant City Manager Cowin replied that it could.

REPORT ON MEDIATION SERVICES FOR THE PUBLIC WORKS DEPARTMENT

Public Works Director Kevin Mulligan stated this issue dates back to employee concerns in 2011, which predates many of the current staff. At that time, there were a series of meetings between management, employees, Rev. Bob Hudak and Rev. Kenneth Battle. There were bi-monthly and quarterly meetings in 2013, reducing to quarterly in 2014 and 2015. The next meeting is scheduled for next week. Without getting into too many specifics, discussion has focused on salaries, benefits, working hours, training, safety, automation and a number of other topics. The meetings continue on a quarterly basis and have been of tremendous benefit to employees and management.

Mayor Pro-Tem Smith asked what the recommendation of City Council was for the frequency of meetings, and whether supervisors are present at these meetings.

Director Mulligan stated the most definitive recommendation found in the minutes was to meet on a quarterly basis as a minimum. The intent of these meetings is to be an open forum. He attends some, supervisors attend some and Human Resources attend some, but they typically leave to allow time for just the employees with Rev. Hudak and Rev. Battle.

Mayor Pro-Tem Smith asked how the schedule for meetings is communicated to employees, and how they are notified if meetings are added or cancelled.

Director Mulligan stated that five meetings were scheduled at the beginning of the year. A couple had to be cancelled or rescheduled, and employees are notified by email or telephone call.

Council Member Glover respects the fact that Director Mulligan was not here when this process was started. It was done because Sanitation and some other workers went on strike because of the way they were being treated. They had an opportunity to come before the City Council, and that was when the directive was given for Rev. Hudak and Rev. Battle to mediate. When they gave their report, there were still issues, so the City Council gave the directive to meet monthly until issues were resolved. Rev. Hudak opted not to participate, but Rev. Battle was willing to continue. There are still a lot of bad feelings, but people are not as inclined to talk in front of supervisors or the director. She stated she does not feel quarterly meetings are adequate.



Director Mulligan said he feels morale is better and that some improvements have been made. The contract that was signed and the detail reflected in minutes of previous City Council meetings refers to quarterly scheduling.

Mayor Pro-Tem Smith recommended an anonymous survey of employees with a lock box in the break room to collect them. The survey results should be read and tallied to determine where there has been progress and whether quarterly meetings are adequate or if the frequency should be monthly. All people want to be treated with dignity and respect, and employees should not fear retaliation if they complain.

Director Mulligan stated the next meeting is December 16th and he will ask Rev. Battle to address this.

Council Member Glover suggested meetings be held every other month, and with different groups of employees each time.

Council Member Smiley said it sounds as if the program has been effective to a large extent, although some weaknesses remain. He asked when the contract expires.

Director Mulligan stated it expired in 2014, but the program has continued at contract rates.

Council Member Smiley stated there should be a specific contract with a specific budget, and it should outline the goals to be accomplished. Perhaps other skill sets need to be incorporated.

Council Member Glover stated the program should not be so structured that it makes employees start to feel they are not being heard. An initial recommendation was that supervisors and managers be given training on how to deal with people. There hasn't been any report on that.

Director Mulligan stated 3 of the 4 supervisors have been through the Supervisory Training and Refresher (STAR) training. The remaining supervisor was not on board during the problem period, but will be scheduled to receive the training. The STAR program is 60 hours of classwork.

DISCUSSION OF THE \$100,000 DONATION FROM TAFT-WARD INVESTMENTS, LLC FOR USE IN WEST GREENVILLE

Mayor Pro-Tem Smith stated she'd asked that this be on the agenda for transparency because the City has received the \$100,000 donation from Taft-Ward Investments, LLC for use in West Greenville. She and Council Member Glover are seeking authorization from the City Council to initiate discussions on developing an approach to determine how these funds are used and they hope to identify more funds that can be used in West Greenville.

Council Member Glover stated their intent is to encourage people who are very receptive to make a donation toward West Greenville because citizens there pay the largest electric bills in the area. The houses were built in the 1930's and are not properly insulated. They are hoping this will stimulate other investors to get involved. CDBG monies have been cut



substantially over the years and the focus is on community involvement. There is less funding for housing rehab and new structures.

City Attorney Dave Holec stated the donation from Taft-Ward has been received and it is earmarked for a West Greenville, and particularly for housing rehabilitation for persons of low to moderate income. Mayor Pro-Tem Smith and Council Member Glover are seeking authorization to go to the community and seek input on how to administer these funds.

Upon motion by Council Member Smiley and second by Council Member Godley, the City Council voted unanimously to allow Mayor Pro-Tem Smith and Council Member Glover to hold a public forum for the purpose of engaging the community to seek recommendations on specific expenditures of donated funds.

DISCUSSION OF NORTH CAROLINA LOCAL GOVERNMENT COMMISSION'S CORRESPONDENCE REGARDING THE RECENT AUDIT REPORT

Financial Services Director Bernita Demery gave a brief presentation which included the auditor's opinion, the correspondence from and to the Local Government Commission (LGC), the Strategic Action Plan, the financing for South Greenville improvements and how this impacts what the City Council received.

Director Demery stated the City received an unmodified opinion the annual audit of its financial statements as of June 30, 2015. That is the highest opinion that a government can receive.

Correspondence from and to the LGC discussed areas of concern related to the control environment and violations of the Budget and Fiscal Control Act. This is not the first time this has happened. The City has been in violation with its Sanitation Fund for some years, but the City Council's policy has been to correct Sanitation over a seven year period, so the negative balances were expected. Also, with Public Transportation, it has been the policy of City Council to provide public transportation. The transfers which are normally made at the end of the year were insufficient under the new rules for the new auditors. This resulted in a management comment, and it will be necessary to make some changes in procedure.

Concern #1 is that the Emergency Operations Fund is operating with a deficit on the modified accrual basis of accounting, which is the way that fund should be reported. This is not the overall emergency operations of the City, and there is a reserve fund for operation of the City. This is a capital project fund that should have been closed out for the end of the year followed by a transfer from the General Fund.

Concern #2 is that fund balance appropriated in the FY14/15 budget exceeded the amount available in the Public Transportation and Sanitation funds. Potential solutions are to:



- Make the annual budgeted transfer from the General Fund to the Transportation Fund for 100% of the budgeted amount at the beginning of the year
- Make a one-time transfer/loan using the General Fund's Fund Balance to the Sanitation Fund to cover the deficit balance instead of waiting for the seven-year plan results to materialize (three years remain)
- Continue to propose fee/rate adjustments that are in the Public Works Department's fiscal plans for those funds

Previous auditors did not consider this as a material weakness because of the size of Greenville and the steadiness of funds coming in, but this is the first year with new auditors so the Sanitation Fund will have to be corrected between now and June 30th or it will be another finding.

Concern #3 is that the current capital asset system by asset category could not be reconciled to the financial statements. This will be corrected with implementation of the new Munis financial system and a formal monthly reconciliation of the fixed asset system to the general ledger.

With regard to the Strategic Action Plan in response to the Management Letter, the City has recently implemented various new initiatives to assist with financial reporting and budget oversight.

- The City has added a new Office of Budget Budget and Evaluation comprised of the Chief Financial Officer/Assistant City Manager, an Internal Auditor and a Budget Analyst
- The new Munis Financial System is replacing the 25 year old Legacy system; some of the things noted in the Management Letter were system deficiencies
- Budget review processes are being assigned to the new Budget and Evaluation Office
- Monthly meetings with Departments and Financial Services regarding their Fund operations
- Internal Auditor will provide internal control and compliance testing on the City's fixed assets
- Consolidation of existing components of ethical behavior and conflict of interest

Also, with regard to the Strategic Action Plan, Audit Committee meetings will increase from 2 meetings to 4 meetings annually.

The financing for the South Greenville Gym was the important factor. It was within 30 days of LGC approval and because it was so close to receiving the Management Letter, staff visited the LGC. They were pleased with what was being done in response to the Management Letter and they approved the installment agreement on December 1st for South Greenville.



Council Member Smiley stated it was his understanding with regard to the Sanitation Fund that some years ago, it was in a serious deficit and heading deeper. A plan was put into place to change services, rates and personnel. He asked if Director Demery was saying the negative balance in that fund was allowed to remain as a marker so progress could be seen, and if that is a type of accounting the auditors were uncomfortable with.

Director Demery stated it was.

Council Member Smiley asked if this is being remedied by transfer from the General Fund, will there be some way to keep up with it so that the City can determine when it is paid back.

Director Demery stated the records are being kept for reference, but will have to be kept outside the system now.

Mayor Pro-Tem Smith asked about an update on the audit through the Police Department.

Assistant City Manager Michael Cowin stated he thinks it will be completed within the next month.

REVIEW OF THE HORIZONS PLAN COMMITTEE STATUS

Mayor Thomas expressed his appreciation for the Consultant being here and for the presentation given earlier. With the transition of Council, he feels there is opportunity for new members to participate in the Committee, without deleting any current members.

Upon motion by Council Member Smiley and second by Council Member Mercer, the City Council voted unanimously to provide the opportunity for newly elected City Council members to appoint one member each to the Horizons Plan Committee and to retain all existing Committee members.

Council Member Connelly appointed Jim Blount and Council Member Godley appointed Chris Wolkers.

DISCUSSION OF DEPARTMENT OF TRANSPORTATION UPDATED TRANSPORTATION STIP

Public Works Director Kevin Mulligan stated there are big changes in how the State of North Carolina is handling their budget. They have ended their annual transfer of \$216 million to the General Fund from the Highway Fund and they have added \$700 million in new transportation funding.

Greenville will benefit from this change in a number of ways:



- Southwest Bypass (under construction)
- Dickinson Avenue, from Memorial Drive to Reade Circle – a \$12 million project that previously had no set timeframe is now scheduled to begin construction as early as 2017
- 10th Street Connector (under construction)
- Evans Street Road Widening – a \$37 million project, which was scheduled to start in 2025, will begin in 2021
- 14th Street Widening, from Red Banks Road to Firetower Road – a \$12 million project, which had no scheduled start date, is now scheduled to begin in 2022
- Firetower Road Widening, from Charles Boulevard to NC33 – a \$30 million project scheduled to be done in two phases. Construction on Phase I was expected to begin in 2022 or later, with Phase II following thereafter. Construction now is expected to begin in 2019

Mayor Thomas discussed ways in which these changes will benefit Greenville and stressed the importance of the City keeping pace with its road maintenance.

Council Member Smiley noted that with improved roadways, there is also a need to address pedestrian safety. The City Council should be planning for sidewalks, bike lanes, street lighting, designated crossings, etc. in order to avoid repeating problems that already exist in some locations.

DISCUSSION OF ECONOMIC DEVELOPMENT OFFICE

Mayor Thomas stated the City has a new Economic Development and Revitalization Manager, Roger Johnson, coming on board soon and everything he has heard about the job Mr. Johnson did in Wilmington is very positive. Carl Rees and his staff did a wonderful job, but now it is time to mature the process and the City gets into measurables. If Greenville is going to compete with big metros, Greenville must have the same tool set in place.

Mayor Thomas stated he is concerned about the rush to limit parking in the Uptown area. There should be discussion with merchants as that is an area of focus for the City. Uptown needs to attract customers that can go to the mall and park for free. Uptown is not yet to the point where barriers can be put in place. Mayor Thomas stated he has heard discussions about parking amnesty during the holidays, and asked whether that was something that could be put in place.

Assistant City Manager Merrill Flood stated the City Council authorized the purchase of 12 pay stations in April and the ones located in the parking deck went live a couple weeks ago. It was anticipated that once that happened, people would move to the free spaces around the deck, making it necessary to meter those spaces. Meters were placed, but have not been turned on. This is the next roll out phase, to follow meetings with merchants. Those



meters are unlikely to be active for another 60 days, which will be after the public information campaign.

Chief of Police Mark Holtzman stated an ordinance amendment will be necessary to begin operation of the pay stations. At the moment, the parking deck is mostly vacant. Patrons have moved out, other than those in leased spaces. There was a suggestion from Uptown Greenville to go back to the 2-hour free parking in the deck. Chief Holtzman said it was probably a little late to do that between now and Christmas because it would have to be added to a Council agenda for consideration.

Mayor Thomas asked if the City Council could vote on it now.

City Attorney Dave Holec stated the Council would first have to vote to add it to the agenda.

Mayor Pro-Tem Smith made a motion to add reinstatement of 2-hour free parking in the parking deck to the agenda. Council Member Smiley seconded the motion, which passed by unanimous vote.

**(ADDED) REINSTATEMENT OF FREE TWO-HOUR PARKING IN THE PARKING DECK
PENDING FURTHER DISCUSSION AT NEXT CITY COUNCIL MEETING; NO OTHER
CHANGES AT THIS TIME.**

Mayor Thomas stated he would like Uptown Greenville to be involved in the reset of parking in the Uptown area. He is very concerned that this is a sensitive area for development. The parking deck is a ghost town currently and a cohesive strategy is imperative.

Council Member Godley feels it would be wise to take advantage of social media outlets and announce that the 2-hour grace period is back.

Council Member Smiley feels the City should reconsider the level of notice provided. This is not an issue that should surprise anyone, but many people have been surprised by meters suddenly appearing. The approach that has been used previously is not working.

Following a brief general discussion, Council Member Mercer moved to reinstate free 2-hour parking in the parking deck pending further discussion at the next City Council meeting, with no other changes at the present time. Council Member Connelly seconded the motion, which passed by unanimous vote.



COMMENTS FROM THE MAYOR AND CITY COUNCIL

The Mayor and City Council made comments about past and future events.

CITY MANAGER'S REPORT

City Manager Lipscomb had no report, but wished everyone happy holidays.

ADJOURNMENT

Council Member Connelly moved to adjourn the meeting, seconded by Council Member Godley. There being no further discussion, the motion passed by unanimous vote and Mayor Thomas adjourned the meeting at 10:05 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Carol L. Barwick".

Carol L. Barwick, CMC
City Clerk



PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, JANUARY 14, 2016

A meeting of the Greenville City Council was held on Thursday, January 14, 2016, in the Council Chambers, located on the third floor at City Hall, with Mayor Allen M. Thomas presiding. Mayor Thomas called the meeting to order at 6:00 p.m. Council Member Connelly asked those present to observe a moment of silence, followed by the Pledge of Allegiance.

Those Present:

Mayor Allen M. Thomas, Mayor Pro-Tem Kandie Smith, Council Member Rose Glover, Council Member McLean Godley, Council Member Rick Smiley, Council Member PJ Connelly and Council Member Calvin R. Mercer

Those Absent:

None

Also Present:

City Manager Barbara Lipscomb, City Attorney David A. Holec, and Deputy City Clerk Polly Jones

APPROVAL OF THE AGENDA

City Manager Barbara Lipscomb stated that the agenda was revised with no changes. Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Glover to adopt the agenda as revised. Motion carried unanimously.

PUBLIC COMMENT PERIOD

John Joseph Laffiteau – No address given

Mr. Laffiteau expressed concerns about a past incident at Sheppard Memorial Library and gave suggestions on ways to address it.

Max Gibbs – No address given

Mr. Gibbs provided information about the Legos League, a group that encourages youth to find solutions to the world's problems using science, technology, and engineering. Mr. Gibbs introduced his team, the Ace Benefactors Robotics Team and gave an overview of the team's current project.



SPECIAL RECOGNITIONS

POLICE DEPARTMENT REACCREDITATION

Chief of Police Mark Holtzman recognized Police Accreditation Manager Megan Styrons and Lt. Susan Bass for their outstanding work on the City's reaccreditation process.

CONVENTION SERVICES MANAGER OF THE YEAR AWARD

Andrew Schmidt, Executive Director of the Convention & Visitors Bureau, recognized Ethelene Hardy-Stover, Convention Services Manager, for winning *Successful Meetings Magazine's* Convention Services Manager of the Year for North America.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Community Appearance Commission

Council Member Godley made a motion to:

- Appoint Thomas Alligood to an unexpired term that will expire April 2018 in replacement of Joanne Robertson, who did not seek a second term
- Appoint Ryan Beeson to fill an unexpired term that will expire in July 2017 in replacement of Tyler Richardson, who had resigned
- Appoint Michael Slocum to an unexpired term that will expire in April 2016 in replacement of Fred Wright, who had resigned.

Council Member Smiley seconded the motion and it carried unanimously.

Firefighters Relief Fund Committee

Council Member Smiley made a motion to reappoint Peter Geiger to a first two-year term that will expire January 2018. Council Member Mercer seconded the motion and it carried unanimously.

Greenville Bicycle & Pedestrian Commission

Council Member Mercer made a motion to:

- Reappoint Corina Jury to a first three-year term that will expire January 2019
- Reappoint Ann Eleanor to a first three-year term that will expire January 2019
- Reappoint Norris Traye Smith to a first three-year term that will expire January 2019.

Council Member Godley seconded the motion and it was unanimously approved.



Council Member Mercer continued all remaining appointments.

Historic Preservation Commission

Mayor Pro-Tem Smith made a motion to appoint Elizabeth Wooten to fill an unexpired term that will expire January 2017 in replacement of McLean Godley, who had resigned. Council Member Godley seconded the motion and it was unanimously approved.

Mayor Pro-Tem Smith continued all remaining appointments.

Human Relations Council

Council Member Glover made a motion to

- Appoint James Cox to fill an unexpired term that will expire September 2018 in replacement of Marvin Arrington, who was no longer eligible to serve
- Appoint Joyce Mitchell to fill an unexpired term that will expire September 2018 in replacement of Rodney Coles, who was no longer eligible to serve.

Motion was seconded by Council Member Connelly and it was unanimously approved.

Council Member Glover continued all remaining appointments.

Police Community Relations Committee

Mayor Pro-Tem Smith appointed Gregory Barrett to serve a first two-year term that will expire October 2017 in replacement of Shawan Sutton.

Public Transportation & Parking Commission

Council Member Smiley made a motion to reappoint Jessica Faison to a first three-year term that will expire January 2019. Council Member Glover seconded the motion and it carried unanimously.

Council Member Smiley continued all remaining appointments.

Recreation & Parks Commission

Council Member Smiley made a motion to appoint Gordon Darragh to fill an unexpired term that will expire June 2018 in replacement of Deb Jordan, who had resigned. Council Member Mercer seconded the motion and it carried unanimously.

Youth Council

Council Member Mercer continued all appointments.



NEW BUSINESS

PUBLIC HEARINGS

ORDINANCE TO AMEND THE ZONING ORDINANCE BY ADDING A DOMESTIC VIOLENCE CENTER AS A PERMITTED LAND USE WITHIN THE MS (MEDICAL SUPPORT) ZONING DISTRICT, SUBJECT TO SPECIFIC CRITERIA – (ORDINANCE 16-003)

Chief Planner Thomas Weitnauer stated that the text amendment would add the following elements to the zoning ordinance:

1. That Title 9, Chapter 4, Article B, Section 9-4-22 of the City Code is hereby amended by adding the following definition for “Domestic Violence Center”:

Domestic Violence Center: A home for women and children seeking relief and refuge from family violence and abuse.

2. That Title 9, Chapter 4 Article F, Section 9-4-78 (Appendix A) of the City Code is hereby amended by adding the following new land use:

(2)(m)1. “Domestic Violence Center (see also section 9-4-103(DD)”); by allowing as a permitted land use, by right, in the Medical Support (MS) zoning district, and by assigning a LUC 3 to the land use.

3. That Title 9, Chapter 4, Article D, Section 9-4-103 (DD), of the City Code is hereby amended by adding the following new subsection

(DD). Domestic Violence Center (see also section 9-4-22).

- (1) The minimum lot size shall be 15,000 square feet
- (2) Maximum occupancy shall be in accordance with the North Carolina State Building Code or not more than one person per each 500 square feet of lot area, whichever is less.
- (3) On-site supervision shall be maintained during all hours of operation
- (4) Single-building development shall be in accordance with multi-family development standards.
- (5) Multiple-building development shall be in accordance with multi-family development standards.
- (6) Parking shall be required at a ratio of one space per every two supervisors and one space per each 500 square feet of habitable floor area.



4. That any part or provision of this ordinance found by a court of competent jurisdiction to be in violation of the Constitution or laws of the United States or North Carolina is hereby deemed severable and shall not affect the validity of the remaining provisions of the ordinance.
5. That this ordinance shall become effective immediately upon adoption.

Council Member Smiley asked how current domestic violence centers are being dealt with under the City's zoning regulations.

Chief Planner Weitnauer stated that there is one facility in the City and it is grandfathered in.

With no further questions from the City Council, Mayor Thomas declared the Public Hearing open at 6:25 p.m.

A speaker on behalf of the applicant, WPJS Properties, stated that his client is the Center of Family Violence Prevention and needs to move because of the condition of the building and its location. He stated that the Center of Family Violence Prevention serves women and children, so the application had been mirrored to reflect that. He stated that the proposed location is ideal because of its proximity to the Medical Campus.

Seeing no additional speakers in support or opposition of the item, Mayor Thomas declared the Public Hearing closed at 6:28 p.m.

Council Member Smiley suggested amending the definition of "Domestic Violence Center" to "A home for adults and children seeking relief and refuge from family violence and abuse", to broaden the zoning's use.

Attorney Holec stated that the applicant would still be covered under the proposed change.

Council Member Smiley made a motion to adopt the ordinance to amend the zoning ordinance by adding a domestic violence center as a permitted use within the MS (Medical Support) Zoning District, subject to specific criteria and to amend the definition of "Domestic Violence Center" as discussed. Council Member Glover seconded the motion and it carried unanimously.

FIRST PUBLIC HEARING FOR THE 2016-17 ANNUAL ACTION PLAN FOR THE CDBG



AND HOME INVESTMENT PARTNERSHIP FUNDS

Assistant City Manager Merrill Flood outlined the requirements of receiving Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) funds, which includes the annual preparation of an Annual Action Plan and two public hearings that provide input for the 2016-17 year. Staff anticipates developing the Annual Action Plan between the months of February 2016 – April 2016, and bringing it to the City Council for adoption in June 2016. Staff anticipates a total of \$1,220,000 for housing and community development activities, with \$380,000 in HOME funds and \$840,000 in CDBG funds.

City Council asked that staff look at ways to allocate the funds to maximize the amount of participants in the programs, noting the benefits to the participants and the City.

Council Member Connelly asked for clarification on the proposed amount for administrative costs.

Assistant City Manager Flood stated that there are 7 full-time staff members whose salaries are made up by a portion of these funds with the remaining amount covered by the City.

Mayor Pro-Tem Smith asked if the funds from Greenville Utilities Commission (GUC) were included in these amounts.

Assistant City Manager Flood stated that the funds from GUC, combined with the funds from the North Carolina Financing Agency, are being used for energy-efficiency related repairs.

With no further questions from City Council, Mayor Thomas declared the Public Hearing open at 6:45 p.m.

Hearing no comments in favor or against, Mayor Thomas closed the Public Hearing at 6:45p.m.

There was no further discussion by the City Council.

OTHER ITEMS OF BUSINESS

RESOLUTION APPROVING A LEASE AGREEMENT WITH THE COALITION FOR HEALTHIER EATING – (RESOLUTION 005-16)



Neighborhood Liaison Tiana Keith presented a proposal submitted by the Coalition for Healthier Eating, an Eastern North Carolina non-profit, for leasing Floyd Flood lots that are owned by the City of Greenville. The Floyd Flood lots are areas that were impacted during the 1999 Hurricane Floyd. These acquired areas were approved for City use, or public lease in accordance with federal guidelines. Under the Flood Buyout Program, lots are leased out on a renewable basis for \$1 per parcel, per year at the time of signing. The Coalition would use the lots to support a community agricultural project that would create and manage community gardens and orchards. The proposed lease agreement would be for a period of three years with an option for 1-year renewals. The group intends to provide the community with a portion of the produce from the leased property. In total, the Coalition would like to lease 118 lots, totaling 32.12 acres and would be responsible for its regular maintenance. The cost of the lease is estimated to be \$354 up front, and \$118 per renewal. The maintenance savings for the City is projected to be \$11,563.20 annually.

Ms. Maxine White, Executive Director of the Coalition of Healthier Eating stated that the Coalition is has partnered with the United States Department of Agriculture's (USDA) program "Know Your Farmer, Know Your Food" to promote healthy eating. The Coalition had just recently been awarded a grant in the amount of \$965,000 to open an agricultural processing center in Bethel, NC. Ms. White stated that the goal of this project is to be able to donate 50% of the produce on the lots to the local community in the interest of community health. Other goals include connecting local farmers with consumers, assisting consumers with understanding food labels, and providing information about genetically modified organisms (GMO/GE). Ms. White stated that the area would have to be tested for potential contaminants.

Council Member Godley asked if the lots would be fenced.

Ms. White said that would be decided after the Coalition determines what can be grown in the area, but the group would not push for fencing in the hope that the community will buy into the project.

Council Member Connelly asked who would handle the testing of the lots for contaminants.

Ms. White stated that the Coalition would be responsible for testing. If the lots are found to have levels of contamination that could not be corrected within a period of 12 months, then the Coalition would not be able to take on the project at that location due to costs.

Mayor Pro-Tem Smith asked how interested participants can sign up.

Ms. White stated that the program would be advertised.

Mayor Pro-Tem Smith made a motion to approve the lease agreement with the Coalition for



Healthier Eating. Council Member Glover seconded the motion which carried unanimously.

ORDINANCE AND REIMBURSEMENT RESOLUTION FOR AN AMENDMENT TO GREENVILLE UTILITIES COMMISSION'S CAPITAL PROJECT BUDGET FOR THE SOUTHSIDE WASTEWATER PUMPING STATION UPGRADE PROJECT - (ORDINANCE 16-004; RESOLUTION 006-16)

Greenville Utilities Commission (GUC) General Manager Tony Cannon gave a brief history of the upgrade project for the Southside Wastewater Pumping Station, a major regional pump station, to the City Council. He stated that a technical memo was received in January 2013 from HDR, an engineering firm, totaling \$3.4 million, with \$2.7 million allocated for construction, and \$688,000 for final engineering. Using that preliminary report from HDR, GUC wrote a budget that was passed by the City Council in June 2013 with \$3.45 million designated for the project. In October 2013, GUC contracted with Black & Veatch to draft a detailed design. Black & Veatch estimated costs for the project to total \$3.1 million. When the bid was opened in August 2014, only 3 bidders attended the bid opening. Before the bid could begin, one bidder withdrew, and thus, under NC state bidding laws, GUC had to restart the bidding process because there has to be a minimum of three bidders for a project. At the next bid opening, two firms bid in close range of each other, one at \$5.35 million and the other at \$5.28 million.

General Manager Cannon stated that the station has substantial hydrogen sulfide corrosion. The pump station experienced a spill in 2009, which emphasized the need for updates and caused GUC to move the project up on their timeline. General Manager Cannon emphasized how critical the Southside Pump Station is to GUC's operations:

- Originally built in 1962; latest upgrade 1998
- Total design capacity of 22.3 MGD
- Contributes about 85% of the flow to the Wastewater Treatment Plant
- Critical to the reliable operation of GUC's wastewater collection system

Factors in the difference in the initial estimates and the bids that were received included the need for excavation, more work than what was originally anticipated, increased risk, increased costs for labor, and competition for labor with other projects in the area. General Manager Cannon stated that the increased cost has caused GUC to shift other infrastructure projects in the Master Plan so that the rate plan that was recently adopted would not be impacted.

Mayor Pro-Tem Smith asked General Manager Cannon for the projected rate increases in the rate plan.



General Manager Cannon stated that under the rate plan that was approved in 2015, the electric rate would hold flat for five years, net-zero increases in natural gas, and 7-9% increase for water resources.

Mayor Pro-Tem Smith asked if there was a decrease in that plan.

General Manager Cannon stated that there was a 7% decrease in electric rates that will be held for five years.

Mayor Pro-Tem Smith asked when the rate decrease went into effect.

General Manager Cannon stated that the decrease went into effect on July 1, 2015, and rebates were issued on the August 2015 GUC billing statements.

Mayor Pro-Tem Smith asked which bidder was selected.

General Manager Cannon stated that state laws require GUC to select the lower bidder. He assured the City Council that the contractor has been vetted and is very reputable.

Council Member Connelly asked if it is a possibility to hold off on the project in order to gain more bidders.

General Manager Cannon stated that the risk outweighs the benefit of waiting for bidders due to the high volume of flow that goes through the station to the wastewater treatment plant.

Mayor Thomas asked if this project will increase capacity at the pump station.

General Manager Cannon stated that the capacity at the pump station is not an issue, but it would offer more flexibility to expand in the future.

Mayor Thomas asked if there are grants that can assist with costs.

General Manager Cannon stated that there are some grants that can be pursued relating to job creation once the project is started.

Council Member Glover moved to adopt the ordinance and reimbursement resolution for an amendment to Greenville Utilities Commission's Capital Project Budget for the Southside Wastewater Pumping Station upgrade project. Council Member Mercer seconded the motion, which carried unanimously.



PARKING IN UPTOWN AREA

Assistant City Manager Merrill Flood stated that activity has picked up in the Uptown area, which has led to parking issues. Parking rules and regulations have shifted over the years to address needs of the area. Parking strategies have been examined on 4 different occasions since 1998 by staff, the Public Transportation & Parking Commission and the City Council. In 2008, park-and-pay stations were purchased by the Redevelopment Commission and placed in the Cotanche/Reade Street area to capture services in a more efficient way and to promote turnover of parking spaces. In 2012, 11 parking strategies were identified, recognizing the need for an elevated parking structure, which led to the first parking deck constructed by the City in March 2015. Other elements addressed in the 2012 plan were changes in the parking program, discussion about fee changes for hourly and overtime parking, replacement of park-and-pay stations and handheld devices, and changes to the parking landscape that would facilitate interest in the Uptown area.

Chief of Police Mark Holtzman recommended that the City continue with free parking for now and take incremental steps to parking changes. He stated that one of the recommended changes is to increase the overtime parking fine from \$5 to \$20.

Mayor Thomas voiced concern about discouraging potential business in the area with a pay-to-park system. Mayor Thomas asked if there is signage in the area to advise patrons who to call if their vehicle is towed.

Code Enforcement Officer Corey Barrett stated that most patrons call the Greenville Police Department (GPD) to report that their car has been stolen, and GPD will run their information to see if the car has been towed.

Chief Holtzman stated that GPD's non-emergency number can be posted at City lots as the number to call if someone feels that their car has been towed.

Mayor Pro-Tem Smith asked if a penalty scale had been considered, with increasing fines for each repeated offense.

Chief Holtzman stated that he would look into that option and bring the results back to the City Council.

City Attorney Dave Holec stated that changes to fines would need to be done by ordinance.

Council Member Mercer asked if the feedback from Uptown Greenville had been supportive of the suggested changes.

Chief Holtzman understood the feedback to be positive.



Mayor Pro-Tem Smith asked that staff look into the number of times someone can be fined before the fee increases to \$20.

Bianca Shoneman, Director of Uptown Greenville, expressed Uptown's support of the proposed measures. She stated that contact had been made with property owners, merchants and stakeholders in the area, and the feedback had been positive.

Mayor Pro-Tem Smith voiced her concern that the changes would be perceived as a method of revenue rather than a method of enforcement.

Chief Holtzman stated that he was aware of the concern. The impact that the fine would have on revenue is not certain, but it is felt that an increase in fine would be a deterrent.

City Council Member Connelly asked how many tickets are given in the Uptown area on a monthly average.

Code Enforcement Officer Barrett stated that he could look up that information and bring it back to the City Council.

Mayor Thomas stated that the City Council could discuss this topic and provide direction at the Planning Session.

Chief Holtzman stated that the Public Transportation & Parking Commission recommends increasing the hourly parking meter rates from \$.75 to \$1.25 for the existing meters on Reade Street. Chief Holtzman recommended that the City Council set a lower rate for the meters in the parking deck than the meters on the street to encourage use of the parking deck.

Council Member Connelly asked if staff noticed an increase in parking violations related to the closing of the University's lot.

Code Enforcement Officer Barrett stated that there has been an increase, with noticeable activity at the Five Points Plaza.

City Manager Lipscomb asked for clarification on the City Council's direction regarding the parking meters.

Chief Holtzman stated that the new meters that were placed on Evans Street, Cotanche Street, and the Rose's lot can be removed or deactivated.

Assistant City Manager Flood gave a summary of the recent history of the parking meters. The City Council had approved the purchase of the new meters and the handheld devices used for enforcement with the understanding that the area around the parking deck must



be metered. The monthly cost of the lease for the meters and handheld devices is a little over \$21,000. Other administrative costs, such as software licensing, fees for Paypal and other credit card methods, is estimated to be \$27,000 annually. The costs of recouping those costs were directly related to the use of the pay stations. If the City were to decide to terminate the lease, the City would have to provide a 30-day notice and pay for the remainder of the fiscal year.

Mayor Thomas voiced his concern that implementing a pay-to-park system at this time may negatively impact the Uptown businesses by steering potential consumers to shopping areas that do not charge for parking.

Council Member Smiley stated that the City Council had decided in March or April 2015 to hold a public input session before proceeding with changes to the parking fee structures, but he was not aware if one was held. Council Member Smiley expressed his desire to proceed in a more open manner.

Chief Holtzman clarified that Code Enforcement would remove the new meter stations, but leave the existing meters intact. He asked the City Council for direction on the parking deck.

Mayor Thomas expressed his preference to keep the status quo until the Planning Session.

Mayor Pro-Tem Smith asked for the length of the lease.

Assistant City Manager Flood stated that the lease is 60 months.

Mayor Pro-Tem Smith made a motion to remove the items discussed and continue discussion at the City Council's Planning Session.

Council Member Connelly seconded the motion and it carried unanimously.

Council Member Mercer encouraged staff to continue to work closely with the Public Transportation and Parking Commission on this matter.

POLICE DEPARTMENT UPDATE

Chief Holtzman presented the Greenville Police Department's (GPD) expectations, needs, plans and goals in law enforcement for the 2016 year. Under the Strategic Plan conducted two years ago, the City is divided into three different zones with a Lieutenant Commander in charge of each zone. Chief Holtzman stated that this method has been effective and encourages a more personal connection to the community. He presented the City Council with 2015's Crime Statistics which reflect an overall 8% drop in Part I Crimes.



2015 Crime Statistics

Crime Type	2014	2015	Percent Change
Homicide	4	7	Up 3
Rape	13	37	185%
Robbery	144	140	-3%
Aggravated Assault	312	332	6%
<i>Violent Subtotal</i>	<i>473</i>	<i>516</i>	<i>9%</i>
Auto Theft	114	86	-25%
Larceny	2772	2488	-10%
Burglary	800	740	-25%
<i>Property Subtotal</i>	<i>3686</i>	<i>3314</i>	<i>-10%</i>
Total Part 1 Crimes	4159	3830	-8%

* 2015 numbers are preliminary and may vary +/-0.5-1.0%, pending adjustments, outstanding cases, etc.

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Council Member Smiley stated that he had heard that Greenville has been proactive in fighting Human Trafficking and he asked if that issue tied to the numbers for the reported rapes.

Chief Holtzman confirmed that GPD has been active in fighting Human Trafficking and that those numbers are reflected in the statistics.

Mayor Pro-Tem Smith asked for a breakdown of the reported homicides by district.

Chief Holtzman stated that he did not have exact numbers, but the majority had been committed in the western district, with a couple in the southern district. He stated that the GPD implements Crime Reduction Initiative areas, in which each zone is examined and coded for priority, and officers are assigned within the zones based on need.

Chief Holtzman presented the statistics on property crimes, stating that overall property crimes were down by 10%.



Property Crime Trends

- **Overall property crimes are down by 10%**
 - **Larceny Reduction Initiative implemented January 2015**
 - Targets repeat larceny offenders
 - Teamed up with local business owners and loss prevention
 - Approximately 30 individuals were charged with Habitual Larceny in 2015 as a result of the initiative
 - 8% decrease in larceny at large retail stores
 - **Proactive patrol during peak times**
 - **Implemented numerous public awareness campaigns via social media**



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Chief Holtzman next presented the benchmark study and stated that he would look further into the numbers for Jacksonville and Concord, two cities that reported significantly lower numbers than the other cities included in the study.

Moving on, Chief Holtzman presented the 2015 Traffic Synopsis. He stated that addressing the numbers of pedestrian deaths has to be a top priority in 2016.



2015 Traffic Synopsis

Category	2014	2015	2014-2015 Change
Reportable Crashes	3857	4518	17%
Non-Reportable Crashes	666	555	-17%
Crashes	4523	5073	12%
Pedestrian Crashes	38	53	40%

* 2015 numbers are preliminary and may vary (+/-)0.5-1.0%, pending adjustments, outstanding cases, etc.



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Mayor Thomas stated his concern with drivers running red lights. He mentioned that some cities had red light cameras in the past, but he understood that the cameras were no longer being used by any city in North Carolina.

Chief Holtzman stated that there are two cities that are using the cameras, Charlotte and Fayetteville.

Attorney Holec stated that the City of Greenville had utilized red light cameras until the courts made a decision that directed what monies would have to be paid to the school system and what monies the cities would be able to retain. He stated that there have been some changes that could be investigated.

Chief Holtzman listed current GPD Initiatives including working with the City of Greenville's Public Works Department and the Department of Transportation to update and/or replace existing crosswalks, signage and lighting, the Watch for Me NC Campaign, and Good Ticket Campaign. Upcoming initiatives include researching jaywalking ordinances, continuing to work with Public Works and DOT, expand on Watch for me NC Campaign and other educational efforts.

Chief Holtzman emphasized the importance of Community Policing and making positive changes in the community. GPD plans to work with the Community Development Department and other community partners to address needs in each neighborhood. Chief Holtzman stated that along with the GPD's Strategic Plan, his goal is to implement a



neighborhood policing program within the city, assigning officers to individual neighborhoods.



Community Policing

- **Fair and Impartial Policing Training**
 - Development of curriculum funded by the U.S. Department of Justice
 - Understand how implicit biases impact behavior
 - Understand that fair and impartial actions lead to more effective policing
 - Gain tools to recognize personal implicit biases and implement unbiased responses
 - <http://www.fairimpartialpolicing.com>
- **Neighborhood Revitalization Project**
 - Upcoming project in partnership with City of Greenville Office of Community Development
 - Designed to improve the safety and appearance of neighborhoods and continue to foster positive relationships with the community



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Chief Holtzman stated that the Strategic Plan will kick off in a few months and noted that he has not taken any elements away, but has added to and enhanced the previous plan.



Strategic Plan 2016-2018

➤ Accomplished 90% of goals from prior strategic plan (2014-2016)

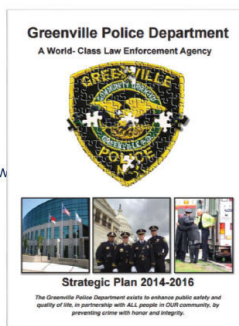
➤ Development of the 2016-2018 strategic plan will begin in March

➤ **Public Input**

- GPD will host a minimum of 3 public meetings in each zone
- Public input will also be sought via social media

➤ **Desired Outcome**

- A unified plan that has community support and falls in line with the concepts outlined in the President's Task Force for 21st Century Policing
- <http://www.cops.usdoj.gov/policingtaskforce>



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AUTHORIZATION FOR THE POLICE DEPARTMENT TO SUBMIT A GRANT APPLICATION TO THE N.C. GOVERNOR'S CRIME COMMISSION

City Manager Lipscomb stated the Police Department is interested in developing a law enforcement response to children who suffer traumatic stress in domestic violence and other violent crimes. Symptoms of post-traumatic stress can include poor academic performance, substance abuse, behavior problems and juvenile crime. The Police Department is interested in submitting a grant application to the NC Governor's Crime Commission to create a full-time civilian position that would respond to locations as a follow-up to initial patrol response. Staff anticipates the salary and benefits of the proposed position to fall in the \$31,000 - \$38,000 range, plus office equipment, overtime funds, training and vehicle, for an estimated total of \$90,000. The grant is for a period of two years and requires a 20% match. Staff anticipates a fiscal impact of \$18,000. City Manager Lipscomb noted that Mayor Pro-Tem Smith played an instrumental part in bringing this grant to the City's attention.

Council Member Smiley made a motion to authorize the Police Department to submit a grant application to the NC Governor's Crime Commission. Council Member Mercer seconded the motion, which carried unanimously.



FINANCIAL BENCHMARK COMPARISON REPORT: NORTH CAROLINA'S 15 LARGEST CITIES

Assistant City Manager Michael Cowin presented a Financial Benchmark report comparing the City of Greenville to the largest cities in North Carolina based on population for the purpose of comparing the City with its peers across a wide spectrum of financial categories:

- Select demographic and economic comparisons
- Property tax rate and revenue comparison
- General Fund revenue comparison
- General Fund expense comparison
- Fund Balance analysis and comparison
- State Treasurer Benchmarking Tools

Benchmark comparisons are based on data from the following sources:

- United States Census Bureau
- NC Department of Commerce
- NC State Treasurer
- 2014 Comprehensive Annual Financial Report (CAFR) for each city

The City of Greenville is currently ranked the 10th largest city in the state of North Carolina. Assistant City Manager Cowen presented information to the City Council outlining the General Fund Revenue Comparisons of the 15 cities in the study.



Conclusions?

- Greenville's property tax revenues per capita
 - Ranks 3rd lowest out of the top 15 cities
 - City of Greenville : \$358.99 per capita
 - Top 15 Cities: \$425.74 per capita
- Greenville's Property tax revenues are significantly impacted by
 - The large Governmental / Non-Profit organizations located within the City that do not pay property taxes based on their legal tax status.
 - Approximately 25% of property within Greenville is off the taxable property listing.

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Conclusions?

- Greenville's other tax revenues per capita
 - Ranks 6th highest out of the top 15 cities
 - City of Greenville : \$176.15 per capita
 - Top 15 Cities: \$144.71 per capita
- This is a strong illustration of the importance Greenville to the economy of Eastern North Carolina.
- Greenville must continue to:
 - Seek a higher level of economic development
 - Pursue options to diversify its revenues through State & Federal grants
 - Pursue options to diversify its revenues through private partnerships

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Assistant City Manager Cowen next presented the General Fund Expenses Comparisons.



Conclusions?

General Fund expense per capita:

- Ranks 7th highest out of the top 15 cities (middle of the road)
- City of Greenville : \$730.88 per capita
Top 15 Cities: \$708.51 per capita
- The top 3 areas of expense: Public Safety, Gen Gov, and Public Works.
 - City of Greenville : 80.97%
 - Top 15 Cities: 81.56%
- Greenville's ranking:
 - Public Safety: 5th out of 15
 - General Government: 6th out of 15
 - Public Works 11th out of 15

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Conclusions?

- There are numerous reasons to explain the differences in the percentage allocation of expenses such as:
 1. Differences in financial and operating reporting structures.
 2. Varying use of funds outside the General Fund to operate various programs and services that could differentiate among cities.
 3. Use of fund balance appropriated to cover prior year encumbrances of various reporting areas.
 4. Varying priorities amongst the Councils of the top cities.
 5. One time capital / operational projects appropriated within various reporting areas.

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Conclusions?

Examples of Differences:

- Code Enforcement may be located in the Police Department in one city and fall under Community Development in another
- EMS service may be a county operated program or that of a local municipality
- Sanitation and Fleet Service may flow through the General Fund for one particular city but be accounted for in a separate Enterprise and Internal Service fund in another
- City's policy of a 14% Unassigned Fund Balance

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Mayor Thomas noted that the majority of the municipalities in the report are responsible for their utilities, where, by comparison, the cities of Greenville and Fayetteville have separately chartered services for those needs. He asked if there is a way to take that factor into account to balance the averages out.

Assistant City Manager Cowen stated that it could potentially be done with further, intensive analysis. He suggested pulling all the data together into components so that analysis can be done separately and as a total.

UPDATE ON ADA COMPLIANT CROSSWALKS

Traffic Engineer Rik DeCesare stated that the project began with a request for mid-block pedestrian crossings on West 5th Street near the Treybrooke Subdivision. Upon examining this request, the NC Department of Transportation (NCDOT) modified pedestrian warning sign locations through the area of concern and committed to future meetings with stakeholders to develop short-term and long-range solutions. Stakeholders included representatives from East Carolina University, Vidant Health, the City's Public Works Department, NCDOT, and a community ADA representative, Mr. James Yahnker.

Three meetings were held with stakeholders to discuss long-range solutions, Mr. Yahnker's personal experiences, resolutions to issues, and initial recommendations that were offered.



Traffic Engineer DeCesare stated that the next meeting will focus on determining a location for the high-visibility crossing and finalizing the concurrence of initial recommendations. Traffic Engineer DeCesare advised that he would be compiling a report with all the ideas that have been suggested and discussed.

Mayor Thomas asked about the feedback from the ADA representative, Mr. Yahnker.

Traffic Engineer DeCesare stated that Mr. Yahnker was gratified to be a part of the process.

UPDATE ON RAILROAD CROSSINGS

Public Works Director Kevin Mulligan gave a status update on the repair of railroad crossings in the City in response to concerns with several crossings being reported as rough crossings with poor road conditions. He noted that several crossings are part of a larger improvement project.

Director Mulligan stated that the responsibility of the crossings is a joint effort between the railroad, State and City. The NCDOT is responsible for the maintenance of crossings on state roads. Depending on the need, the NCDOT Rail Division will upgrade the crossings at the track.

Mayor Thomas asked when the road bridge will be constructed.

Director Mulligan stated that the construction should begin within the next 4-6 months and the indication from DOT is that it will be allowed to settle for about a year. He noted that there may be lane closures on Dickinson Avenue as they build around it, but there should not be any road closures for a year and a half.

PRESENTATION ON THE LANDSCAPE ENHANCEMENTS ON MEMORIAL DRIVE IN THE VICINITY OF THE PITT-GREENVILLE AIRPORT

Director Mulligan stated that the goal of the project is to improve the aesthetics in that area. The NCDOT and the City are working collaboratively on a design with an agreement that the NCDOT will fund the project and the City will take care of ground maintenance. The estimated cost of the project is \$225,000 and the estimated annual maintenance cost is \$40,000. The project is expected to begin Fall 2016.

The City Council made comments stating the importance of improving the appearance of the City's gateways.

DISCUSSION OF REDUCING THE MEMBERSHIP OF THE GREENVILLE BICYCLE AND PEDESTRIAN COMMISSION – (ORDINANCE 16-005)



Attorney Holec expressed the Greenville Bicycle and Pedestrian Commission's desire to change their rules of membership to address the difficulty in ascertaining a quorum. He recommended that the City Council adopt an ordinance to reduce the membership from 12 members to 9 members, which reduces the quorum number from 7 members to 5 members.

Council Member Mercer made a motion to that effect. Council Member Connelly seconded the motion and it carried unanimously.

COMMENTS FROM MAYOR AND CITY COUNCIL

The Mayor and City Council members made comments about past and future events.

CITY MANAGER'S REPORT

City Manager Lipscomb gave no report.

ADJOURNMENT

Mayor Pro-Tem Smith moved to adjourn the meeting, seconded by Council Member Mercer. The motion carried unanimously, and Mayor Thomas adjourned the meeting at 9:35 p.m.

Prepared by:
Valerie Shiuwegar
Administrative Assistant

Respectfully submitted,

Carol L. Barwick, CMC
City Clerk

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, APRIL 11, 2016



The Greenville City Council met in a regular meeting on the above date at 6:00 p.m. in the Council Chambers, third floor of City Hall, with Mayor Allen M. Thomas presiding. The meeting was called to order, followed by the invocation by Council Member McLean Godley and the Pledge of Allegiance.

Those Present:

Mayor Allen M. Thomas; Mayor Pro-Tem Kandie D. Smith; Council Member McLean Godley; Council Member Rick Smiley; Council Member P. J. Connelly; and Council Member Calvin R. Mercer

Those Absent:

Council Member Rose H. Glover

Also Present:

Barbara Lipscomb, City Manager; David A. Holec, City Attorney; Carol L. Barwick, City Clerk; and Polly Jones, Deputy City Clerk

APPROVAL OF THE AGENDA

City Manager Barbara Lipscomb requested to postpone the consideration of the resolution amending the City of Greenville Personnel Policies to add Ethnic and Conflict of Interest Policy until a later date and to add a personnel item under the Closed Session.

Motion was made by Council Member Mercer and seconded by Council Member Smiley to approve the agenda with the recommended changes. Motion carried unanimously.

PUBLIC COMMENT PERIOD

Uriah Ward – 411 E. 5th Street – Greenville

On behalf of the New Greenville, Parents, Families, and Friends of Lesbians and Gays (PFLAG) of Greenville, OUT Greenville and the East Carolina University Gay, Lesbian,



Bisexual and Transgender (ECU GLBT) Student Union, Mr. Uriah read the following statement of support:

“COPY”

WHEREAS HB2 (Public Facilities Privacy & Security Act), which targets municipal autonomy and the LGBT community, was passed by the North Carolina General Assembly and signed into law by Governor McCrory on March 23 2016,

WHEREAS North Carolina’s municipalities should be able to have debates and make important decisions at the local level when practical, and HB2 has significantly reduced that autonomy,

WHEREAS It is important to make clear that Greenville is a community that welcomes everyone, including the LGBT community,

Therefore, be it RESOLVED the Greenville City Council requests the repeal of HB2.

“COPY”

Mr. Ward stated that there will be several speakers at this meeting explaining why House Bill 2 (HB2) is bad for North Carolina and Greenville, but due to the large turnout others will be unable to speak. There is a resolution on the agenda, but it states nothing about discrimination and does not ask for the repeal of the law. This resolution should be amended so that Greenville can join other cities in North Carolina, including Chapel Hill, Carrboro, Greensboro, Durham and NagsHead, that have all come out against this harmful legislation. Since there is such a large interest in this agenda item, he is requesting that the City Council consider moving up this item on the agenda so that people can stay and hear the City Council’s discussion.

Theresa Hewett – 1701 Beaumont Drive – Greenville

Ms. Hewett reported that the group home in the Englewood neighborhood is not a true group home because by federal definition a group home has no more than six residents and at least one trained caregiver 24/7. She stated that it is called a group home with eight women plus children as residents. Group homes were established for persons born or afflicted with terminal problems. This house is for persons with self-inflicted addiction of drugs and alcohol. There are other differences between a group home and an Oxford House.

Ms. Hewett stated that the Englewood neighborhood has deed restrictions included with each home or sale of every house that they spell out that it is a single-family residential neighborhood with no commercial entities allowed. The City cannot enforce these deed restrictions; however, the City should work with the citizens of Englewood so that the neighborhood does not continue a downward spiral.

Ms. Hewett stated that there are several differences between a group home and an Oxford House. Oxford Houses claim to be tax exempt. Thus, for the 11 houses established in Greenville, with eight of them in close proximity to Beaumont Drive no taxes are collected, decreasing Greenville’s and Pitt County’s tax base. According to the website, Oxford Houses



accept any and all insurance. Does this make them a business in violation of the Englewood neighborhood's deed restrictions? Is there now a business in her neighborhood? Why does the distance between the houses using group homes not apply to Oxford Houses? During February 2016, Audrey Shaw of Asheville, North Carolina purchased two houses in Greenville, each over \$100,000 and more than eight people are living in them. Ms. Shaw owns three Oxford Houses in Greenville. Why should she be an absentee landlord? Who is responsible for these houses?

Ms. Hewett stated that while Greenville's Planning and Zoning Commission claims nothing can be done about the Englewood group home, New Hanover County Oxford Houses based on occupancy rules and won. In December 2015, New Hanover County adopted an ordinance allowing up to six unrelated people to be in a group home or a halfway house. It is true that the federal Fair Housing Act's rules stipulate that local government provides reasonable accommodations for those recovering from addictions, and six residents to a house should be enough. Ms. Hewett requested that the City of Greenville and Pitt County do something about this problem.

Angela Morris – 4494 Rountree Road – Winterville

Ms. Morris stated that on behalf of OUT Greenville, a local nonprofit organization, she is calling on the Greenville City Council to pass a comprehensive resolution asking the North Carolina General Assembly to fully repeal HB2. OUT Greenville seeks the right for all lesbian, gay, bisexual and transgender (LGBT) people to live their lives free from discrimination and fear. HB2 takes away the right for all LGBT people living in North Carolina. All must now take a stand together to end discrimination not only for LGBT people, but for all people in the community. This starts with a full repeal of HB2.

Robert Morrison – 314 Dupont Circle – Greenville

Mr. Morrison stated that on March 23, 2016, he attended a meeting of the North Carolina Senate Judiciary Committee where his brave 15-year old grandson, who is transgender, spoke out against being bullied all his life. His grandson told the Senators that after being bullied in school, he felt like he is being bullied by his State lawmakers.

Mr. Morrison stated that he has three areas of major concern about HB2. HB2 1) omits sexual orientation, gender identity and military status from protected classes, 2) does not allow discrimination claims to be pursued in State courts, and 3) erodes the control that local governments need and expect. HB2 appears to be inconsistent with 1) the equal protection clause of the U. S. Constitution, Amendment 14, 2) Title 7 of the Civil Rights Act of 1964, 3) Title 9 of the Education Amendments of 1972, and 4) the Employment Nondiscrimination Act of 2013. The resolutions calling for the repeal of HB2 from cities across North Carolina typically include military status, sexual orientation and gender identity among the protected classes. A good friend eloquently stated that "It is not about a bathroom issue just like it was not about a water fountain issue". This is a civil rights issue. It is about discrimination against a minority group that gets marginalized by society. Mr. Morrison urged the City Council to include anti-discrimination language in the City's resolution and to call for the repeal of HB2.

Amy Bright – 2006 E. 3rd Street – Greenville

On behalf of the ECU GLBT Student Union, Ms. Bright stated that HB2 is not simply an anti-LGBT bill. This bill is a complete anti-North Carolinian bill. This bill places children in danger. It was sold to the public as a need to protect children and, as a parent, this bill frightens her. When some children are out with their parent(s), this bill places opposite sex children having to use a restroom by themselves, if they are seven years or older. Additionally, if the parent needs to use the restroom, their child is left without protection. The ambiguous language in this bill means that children and adults with disabilities, who have an opposite sex caretaker, will now be unduly scrutinized, when attempting to use the restroom. This is not acceptable and is discrimination against the disabled. HB2 also allows anyone in the State to be discriminated against for any reason as the State courts are now closed to discrimination claims. Legal action is virtually impossible because federal courts are cost prohibitive and time prohibitive for the average citizen.

Ms. Bright stated that the loss of autonomy to local municipalities should concern all. HB2 sets a dangerous precedent and the question is how long before communities across the State are completely stripped of any local government representation. When Indiana passed their religious freedom bill, they suffered significant financial loss. The legislature was driven to call a special session to add protection for the LGBT community. The State of North Carolina cannot allow the same thing to happen with HB2.

Ms. Bright stated that if the legislature amends this legislation to protect the LGBT community, it could be great for the LGBT community and mediocre for the community, but it is still bad for every other North Carolinian and the LGBT community from their standpoint as regular citizens. If the legislature does not completely repeal this bill, it is left with all of these other issues that affect every single citizen in North Carolina. Therefore, the City of Greenville must demand a complete repeal of this discriminatory harmful bill.

James Harris – 3009 McGregor Downs Road – Greenville

Mr. Harris stated that HB2 does not go far enough. Unfortunately, there are many pedophiles and perverts who prey on children and young adults. He does not want to be in the restroom with someone he feels is a transgender or a queer because he has rights like other people in North Carolina and any other state. There are restrooms that have no gender relativity so he takes his grandchildren to single use restrooms. Also, he does not want his grandchildren exposed to things that go with a perverse lifestyle such as child pornography, rape and other things, and he should not be forced to observe or participate in a perverse lifestyle or to be told that he must condone it.

Mr. Harris stated that this country was formed as a republic – majority rules and all try to protect the minority, but it is a shame when minorities try to usurp the authority by telling people to accommodate them because they feel discriminated against. All elected officials must go by the Constitution, which is for the whole people.

Austin Fonville – 435 Minor Run Road – Edward, North Carolina

As a transgender male, Mr. Fonville stated that this resolution is not about men being in women restrooms. This law says that he must use women's restrooms and when he goes to the gym, he must change in the locker room with females. Even when he explains his sexuality to women, they are still uncomfortable about his presence in places designated for their use. This bill does not address all women and children. Transgender women are women too and transgender children are children too.

Mr. Fonville stated that North Carolina is losing businesses because of HB2. This bill also affects the minimum wage and every minority. People are working for minimum wage at hotels. It takes away the right of every North Carolinian to file State level lawsuits for discriminatory firing. This law is harmful to his five children and everyone's children.

Mr. Fonville stated that his wife is a lesbian male presenting female. She uses the women's restrooms because she is a woman. But because of this bill, people are watching her and others, and women have called management to remove his wife from restrooms. Some states change the birth certificates for transgender people. The City of Greenville's proposed resolution should mention anti-discrimination. Mr. Fonville requested that the Mayor, Council Members and the citizens of Greenville take a stand against discrimination and call for further repeal of HB2.

Gina Cruz – 2800 Ange Street – Winterville, NC

As a bisexual woman of color, Ms. Cruz stated that there is high likelihood that she will experience workplace discrimination in her lifetime. But thanks to HB2, if she experiences workplace discrimination, she cannot sue at the State level and would have to sue at the Federal level, which takes more time and money. North Carolina now joins Mississippi as the only two states that do not protect their employees at the State level. If you owned a business, would you want to move to a state that does not protect their employees from discrimination? Over 130 businesses have signed a letter by the Human Rights Campaign and Equality stating that discrimination is wrong and those businesses are calling for the repeal of HB2.

Lara Nazario – 434 Snow Hill Street – Ayden

Ms. Nazario stated that it is easy for her to speak about the issues that a transgender person faces because she is a Hispanic transgender woman, and that places her among the most marginalized people in the United States. This bill affects her life in so many ways, but most importantly everyone in North Carolina is affected by this bill. The City of Greenville should join the other cities and businesses that are seeking repeal of HB2. North Carolina has become a laughing stock, not only in this country, but in the entire world because of its enactment of HB2.

Marion Blackburn – 802 River Hill Drive – Greenville

Ms. Blackburn stated that she is asking the Greenville City Council to send a clear message to Raleigh, North Carolina to fully repeal HB2. Also, she is asking the City Council to stand firm in support of the nondiscrimination ordinances that Greenville has adopted - many of



them when she sat on the City Council. These ordinances assure our brothers and sisters have the protection that they need in a world that is eager to hate and bully. She is here with her friends, who want to make sure that their friends are safe.

Ms. Blackburn stated that the legislature has wrongly used the law to segregate our transgender and gay brothers and sisters and to set them up for further abuse because this bill is not about safety. Indeed, the most threatened people in this room now are our transgender brothers and sisters, especially transgender women of color. Minorities' lives have already been historically devalued and they are disproportionately poor. These compounding burdens of poverty and violence against those who are different mean that for transgender women of color, the life expectancy is 35 years.

Ms. Blackburn stated that pedophilia and sexual molestation take place amongst so called friends, family acquaintances and, as much as it horrifies people, at churches, civic clubs, and worst of all, among family members. Molestation does not take place when a transgender woman goes into the women's room. That is called human rights.

Ms. Blackburn stated that let everyone never forget what happens when people isolate and stigmatize a human being. Matthew Shepard, the son of Judy and Dennis Shepard, was beaten and hung up on a fence to die because he was seen as different. That is why HB2 must be repealed, because it is a license to hate and bully, and rebuking HB2 helps to make sure that no one's son or daughter has to live with that fear again.

Tim Creel – 2406 Umstead Avenue – Greenville

Mr. Creel stated his oldest grandchild is a lesbian and his nephew by marriage is a homosexual, who is married. He is aware of the difficulty that they have when going into places, but he also knows that there are predators. Mr. Creel displayed an article of a Californian man dressed as a woman arrested by the Los Angeles Sheriff's Department for videotaping women for two hours while they were using the restroom. He has grandchildren and children who he is concerned about using these facilities and not having the security that they need to do so. There are exceptions made in this bill, and hopefully, the City Council will consider the truth of this bill.

Don Cavellini – 101 Lancaster Drive – Greenville

Mr. Cavellini stated that on Wednesday, March 23, 2016, The Daily Reflector had a headline, "North Carolina Reins In Local Governments, Transgender Rule". This bill prevents cities and counties from passing their own anti-discrimination rules. The stated purpose of the bill was to deny transgender people's use of the restrooms aligned with gender identity. That is heinous and immoral. But the stated purpose was used as a cover for denying local government entities the right to determine a lot of issues. Examples are providing services to undocumented immigrants, acting as a sanctuary city, and, most notably, establishment of their own minimum wage laws for those contractors doing business with any local entity. The law reaffirmed the ban on raising the minimum wage beyond the State's \$7.25, on which people cannot support a family.



Mr. Cavellini stated that this bill was crafted in such a way to hide its real purpose and to rush through an unpublicized midnight session just to limit debate. More than 100 corporations have threatened to pull investments from North Carolina, since the passage of HB2. Due to the bill, PayPal has already scraped their expansion plans to add 400 additional jobs to the State of North Carolina. Bruce Springsteen and other performers have said that they will not perform in North Carolina. This is one more attempt by the Tea Party Republican legislature to roll back hard fought civil liberties, and they are also attempting to divide people based on diversity.

Mr. Cavellini asked the City Council to pass a strong resolution condemning HB2 and calling for its repeal. There are people who refuse to be divided and in unity there is strength and any injury to one is an injury to all.

Emily Robinson – No Address Given

Ms. Robinson stated that this new legislation demonstrates the shockingly discriminatory and backwards attitude of the North Carolina General Assembly. She is ashamed that it is a part of North Carolina. The General Assembly claimed that they are protecting women with HB2, but HB2 affords her no protection and instead poses a real danger to transgender women across this state. If the General Assembly truly wanted to help women then they would work on closing the gender pay gap in North Carolina, instead of passing legislature that limits municipalities' power to raise the minimum wage and improve working conditions for everybody. Ms. Robinson asked that the City Council strongly condemn HB2 and show that Greenville does not share these discriminatory attitudes.

Lucas Rixon – No Address Given

Mr. Rixon made comments about his experiences as a female to male transgender, stating that it is not a phase or being a freak. He is supported by his mother. It is a struggle and transgender people want to be accepted and respected and are human beings just like the people who are straight or biologically the gender they are today. A few of the many struggles that he and his friends encounter are despising their feminine voices and being misgendered at school, especially in front of their classmates.

Mr. Rixon stated that this bill is not causing only transgender people to be in danger but the lesbian, gay, bisexual, transgendered, and queer (LBGTQ). He feels for his fellow brothers and sisters while this bill is destroying their only rights as themselves. Tonight, hopefully, the City Council will realize that no matter who transgender people are everybody is equal and the same.

CONSENT AGENDA

City Manager Barbara Lipscomb introduced the following items on the Consent Agenda:



- Minutes from the February 8, 2016 City Council meeting and the February 22, 2016 Budget Workshop
- *Removed* Consideration of reclassification requests and a resolution amending the Assignment of Classes to Pay Grades and Ranges (Pay Plan) *for separate discussion*
- *Removed* Resolution amending the City of Greenville Personnel Policies to add Ethics and Conflict of Interest Policy *for consideration at a later date*
- Resolution of intent to close a portion of Eleventh Street between Charles Boulevard and Charles Street (Resolution No. 022-16)
- Contract renewal with The Ferguson Group (Contract No. 2161)
- *Removed* Contract award for Non-Motorized Transportation Master Plan *for separate discussion*
- Acceptance of a grant award from the North Carolina Arts Council on behalf of the Pitt County Arts Council at Emerge
- Various tax refunds greater than \$100

Council Member Connelly requested to remove two items under the Consent Agenda for separate discussion, including the consideration of reclassification requests and a resolution amending the Assignment of Classes to Pay Grades and Ranges (Pay Plan) and the contract award for the Non-motorized Transportation Master Plan.

Motion was made by Council Member Smiley and seconded by Council Member Connelly to approve the remaining items under the Consent Agenda. Motion carried unanimously.

CONSENT AGENDA ITEMS FOR SEPARATE DISCUSSION

CONSIDERATION OF RECLASSIFICATION REQUESTS AND A RESOLUTION AMENDING THE ASSIGNMENT OF CLASSES TO PAY GRADES AND RANGES (PAY PLAN) (Resolution No. 023-16)

Council Member Connelly stated that he requested this item to be removed from the Consent Agenda for separate discussion because he has questions about the City's Financial Services Department. His concern is that one of the reclassification requests entails shifting a vacant position in this department to solely handle grants.



Council Member Connelly asked what position was responsible for handling grants before this reclassification request, how will the job title be changed and how would that affect the Financial Services Department.

Assistant City Michael Cowin responded that in the past, the handling of fixed assets and grants management was combined within one position. A result of the City's financial audit indicates that Greenville is becoming the size of a city that requires a dedicated service toward grants review. Given the number of grants that the City receives and issues in the past, it would be in the best interest of the City to split the tasks of the fixed assets and grants.

Council Member Smiley stated that the City's fixed assets have been as large a challenge as the grants management.

Assistant City Manager Cowin stated that additionally, while staff and the Audit Committee were reviewing some of the City's past issues, it was deemed necessary that the City takes every available resource it may have to split these two functions. The grants and the capital assets need more attention. The City is giving up one area in a position to become more efficient and to make sure that the City is doing whatever possible to reconcile those grants and fixed assets annually.

Mayor Pro-Tem Smith asked about any impact fiscally on the budget because one position is part-time and will be full-time.

Assistant City Manager Cowin responded that other savings will be used making sure those costs and other operational reductions made within the Financial Services Department will remain the same moving forward. This year is covered, but next year the City will make adjustments in the budget to make sure that they stay consistent.

Mayor Pro-Tem Smith asked whether the Fire Inspector position will be a civilian one.

Chief of Fire-Rescue Eric Griffin responded that by changing the Fire Inspector position, it could be a civilian position. That position will not have the requirements of having all the firefighters' certifications. Also, it gives the department an opportunity to look at a larger pool of people.

Mayor Pro-Tem Smith stated that the Fire Inspectors are currently firefighters and the Fire-Rescue Department has the ability to hire someone who is a civilian.

Chief Griffin responded that is correct.

Mayor Pro-Tem Smith asked about how that will affect the Fire-Rescue Department's ability to do the inspections.



Chief Griffin stated that staff has identified there are some issues with doing the inspections and is aware that, as budget funds become available, this move allows the Fire-Rescue Department to have growth opportunities in the future. Also, it will attract more internal firefighters to have interest in the Deputy Fire Marshal/Lieutenant position.

Mayor Pro-Tem Smith asked when will the Fire-Rescue Department hire someone.

Chief Griffin responded that the reclassification will occur immediately, if the City Council approves that. The Fire Inspector position will be advertised and some internal people might have an interest as well.

Council Member Connelly stated that the Greenville Police Department (GPD) is switching two sworn Police Officers to civilian positions. Part of this GPD's future goals would be to add another 10 patrol officers.

Chief of Police Mark Holtzman responded that is correct. These were not patrol officers and they were basically part of GPD's administrative support staff and assigned to the Forensics Division. So, they are at special events, but mainly to process the crime scenes. Other cities do that as a civilian function so that the department does not lose all its institutional knowledge at once. The plan is to slowly transition them, as the positions become vacant, into civilian positions and then post those jobs for hire for people who have specific Forensics type backgrounds. The GPD could then tailor those where the most interest is, perhaps, to have some skills that the GPD does not have in the area of computer, video, cell phone and other Forensics. There is one position vacant and another one will become vacant later this summer. The GPD will bring its overall strength down from 188 positions to 186, but the GPD will still be able to meet its mission.

Mayor Pro-Tem Smith asked why would the GPD change the Police Officer positions, if they are already administrative and are doing the Forensics part. Additionally, she asked what is the biggest need to change them from current Police Officers, since they are not on the streets.

Chief Holtzman responded that one reason is for the Forensics Division to become more specialized. GPD has trained to the point of a person being a Police Officer and in some cases a Detective. To train them beyond that and then the field of Forensics takes extra training. Hopefully, the GPD could hire that talent off the street for that function to serve in a civilian and support role and they will still become accredited at some point in the future. That would expand GPD's capabilities in the future; however, the GPD will miss them during Halloween and other events when they certainly were used in a frontline capacity. But in the balancing act, this is well worth it.

Mayor Pro-Tem Smith asked if a police officer's pay grade is at 115, will the forensics persons' pay grade go down to 111 or up to pay grade 115.



Chief Holtzman responded that one will remain at pay grade 115 and the other will drop to pay grade 111. It will be an overall cost savings for the City and an immediate cost savings from the Police Officer vacant positions.

Mayor Thomas asked if the Forensic positions are currently open.

Chief Holtzman responded that one position is open and one is designated for the next few months.

Council Member Smiley stated that to some extent, civilians carry a lower training, certification and equipment burden for GPD as well.

Chief Holtzman responded that is correct.

Council Member Smiley stated that the agenda item says there is no impact fiscally, but it sounds like there is actually a moderate cost savings with these reclassifications over time.

Chief Holtzman stated it would be a cost savings for the City to get more specialized and to hire outside talent and not to train a present Police Officer.

Council Member Connelly stated that crime tends to spike during the summer months, and he wants to make sure that the GPD has all the assets needed.

Council Member Connelly asked whether the GPD has any intentions of hiring any more Police Officers in the next couple of months or putting some on the staff.

Chief Holtzman responded that the GPD is training about 10-12 Police Officers and is constantly filling the vacant positions. The applicants' pool comes from two places: 1) straight off the street requiring them to attend basic training, and (2) out of the basic law enforcement training requiring them to attend an added 4-5 months of training. The GPD has a big group in training and that group will be hitting the street during the summer.

Motion was made by Council Member Godley and seconded by Council Member Connelly to approve the reclassification requests and the resolution amending the Assignment of Classes to Pay Grades and Ranges (Pay Plan) to incorporate the proposed changes. Motion carried unanimously.

CONTRACT AWARD FOR NON-MOTORIZED TRANSPORTATION MASTER PLAN - (Contract No. 2160)

Council Member Connelly asked staff for more information about the study for this transportation master plan.

Transportation Planner Daryl Vreeland stated that this is a proposal to update and merge two existing plans into one document: 1) the 2004 City of Greenville Greenway Master



Plan, and 2) the 2011 Metropolitan Planning Organization (MPO) Bicycle and Pedestrian Master Plan. This will save money moving forward.

City Manager Lipscomb asked staff to give information about the Metropolitan Planning Organization.

Transportation Planner Vreeland designated the MPO boundary on a map and stated that the MPO provides the regional cooperative planning process that serves as the basis for the expenditure of Federal transportation funds in the area for greenways, sidewalks, and bicycle and pedestrian paths. Every urban area of at least 50,000 people, designated by the U. S. Census Bureau, is required to have a similar organization. This boundary includes Greenville, Winterville, Ayden, and Simpson and a large portion of unincorporated Pitt County (MPO Members) and is updated with the census every ten years. With this study, the City is trying to expand MPO-wide so this will be the region's first ever thought out greenways master plan.

Council Member Connelly asked if there is an aspect of this proposed plan devoted to the safety plan.

Transportation Planner Vreeland responded that it is related to safety in as much as greenways and bicycle lanes and where there is a separation between traffic and the bicyclists or pedestrians. The City uses federal money to build these greenways, sidewalks and bikeways and the federal government wants to know there is a plan to connect all of this and there is a greater vision involved with the whole planning process from the community. That is why the MPO will help to pay for this master plan.

Council Member Connelly asked if this study is strictly for the greenway system.

Transportation Planner Vreeland responded that it is for the greenways, bicycle lanes, and sidewalks and all together it is referred to as non-motorized. The study involves safety as far as separating motorized from non-motorized.

Mayor Thomas stated that other municipalities within the MPO contribute to the cost as well.

Transportation Planner Vreeland responded that all the members are paying their fair share. The payment plan is structured based on 80% from the federal government and the 20% is shared amongst the MPO members, based on the population since government revenues are based on population generally.

Mayor Thomas asked if Winterville has an existing greenway plan.

Transportation Planner Vreeland responded that presently, Greenville is the only municipality that has a greenway plan, but all of the municipalities have a pedestrian/bikeway master plan. The bike and pedestrian plans were done as the same



region, but the greenways were not done at all, so now the municipalities can thoroughly vet out greenways.

Motion was made by Council Member Smiley and seconded by Council Member Mercer to award a professional services contract to Alta Planning + Design, Inc. for the preparation of a Non-Motorized Transportation Master Plan for the lump-sum fee of \$140,000. Motion carried unanimously.

OLD BUSINESS

Request to Move an Item Up on the Agenda

Motion was made by Council Member Mercer and seconded by Council Member Smiley to move the resolution reaffirming support for the preservation of municipal authorities in response to the enactment of House Bill 2 to this point of the meeting. Motion carried unanimously.

RESOLUTION REAFFIRMING SUPPORT FOR THE PRESERVATION OF MUNICIPAL AUTHORITIES IN RESPONSE TO THE ENACTMENT OF HOUSE BILL 2

City Attorney David Holec explained that during an extra called session, the North Carolina General Assembly ratified House Bill 2 (HB2). It became law on March 23, 2016. The provisions of this law preempt the authorities of local government on the regulations of discriminatory practices and employment practices of companies doing business with the local government. The City Council approved the City's legislative initiatives earlier this year. One of those legislative initiatives is about the preservation of municipal authorities. The provisions of HB2 are contrary to this initiative as it does involve erosion of municipal authorities. Those erosions are:

- 1) Preemption of any ordinance, regulation, resolution, or policy by a unit of local government that regulates or imposes any requirement upon an employer pertaining to compensation of employees. (Section 2.1)
- 2) Prohibition on the city from requiring a private contractor doing business with the city to abide by any regulation or control on the contractor's employment practices and prohibits a city from mandating or prohibiting the provision of goods, services, or accommodations to any member of the public as a condition of bidding on a contract or responding to a qualification based selection solicitation. (Section 2.3)
- 3) Preemption of any ordinance, regulation, resolution, or policy by a unit of local



government that regulates or imposes any requirement upon an employer relating to the regulation of discriminatory practices in employment. (Section 3.1)

- 4) Preemption on any ordinance, regulation, resolution, or policy by a unit of local government that regulates or imposes any requirement pertaining to the regulation of discriminatory practices in places of public accommodation. (Section 3.3)

City Attorney Holec explained that cities are authorized to act based upon grants of authority that are given to city councils by the North Carolina General Assembly. The cities need flexibility in exercising these authorities to allow local government officials the opportunity to make decisions that effectively and efficiently meet the needs of their community. This particular resolution places limitations on the authorities of the local government. A resolution has been prepared for the City Council's consideration calling for action by the City Council. That resolution provides for the following:

- (1) Reaffirms the support for the preservation of municipal authorities;
- (2) States the belief that the enactment of House Bill 2 unduly restricts the ability of local elected officials to make decisions that meet the needs of the community; and
- (3) Requests that the General Assembly, through the City's local legislative delegation, address the erosion of municipal authorities established by House Bill 2.

Motion was made by Council Member Smiley and seconded by Council Member Godley to adopt the Resolution Reaffirming Support for the Preservation of Municipal Authorities in Response to the Enactment of House Bill 2 as written.

Council Member Smiley stated that he appreciates the courage of those who attended this meeting and spoke about this issue, although he does not fully comprehend that courage. Tonight, the City Council is not authorized to repeal HB2. The City Council can make it a statement about what it feels about HB2. Perhaps, half the people at this meeting will feel that the City Council will not go far enough and the other half will feel that the City Council is going too far. No matter what action is taken, the City Council will displease someone and seemingly, that is the nature of this job sometimes. The proposed City of Greenville resolution does an adequate job of making it clear that the City Council feels that HB2 is not a good law and the legislature should reconsider it.

Council Member Mercer thanked everyone who spoke and shared their interest and input during the Public Comment Period. First, he prefers that the City Council's focus is to make a real difference in the economic development, jobs, and quality of life and services for people in Greenville. This issue before the City Council is very important, but there is not



much the City Council can do about it on the local level. Secondly, preliminary comment is a drum he has been beating for a long time. As this City approaches 100,000 people, there is a need to give increasing attention to the citizens' boards and commissions. The City Council has to make the hard calls. This City Council may not always follow the recommendations of the boards and commissions, but the City Council must have them to weigh in on issues. This promotes citizens' involvement and transparency by giving citizens plenty of heads up on what is coming and an opportunity for them to weigh in. When people approached him about this State law, he referred them to the City's Human Relations Council so that board could address the resolution first, but it is on tonight's agenda first.

Council Member Mercer stated that a lot of the press and the spin on this State law by its promoters have been around bathroom issues, but after reading this law for the third time, it is more way than that. It is about several things - unnecessary overreach into local affairs by the General Assembly. The General Assembly has done this many times before. It is an unhealthy pattern and, hopefully, citizens of this State at the local level will resist that. Local governments and citizens of our communities are well able to address issues that affect them and the City does not need the unnecessary interference by Raleigh, North Carolina. But the law is concerning at other levels.

Council Member Mercer stated that the outrage expressed by major corporations is amazing and significant: PayPal pulling out on a \$3.6 million expansion cutting 400 North Carolina jobs and opposition from more than 120 CEOs of major corporations, Bank of America, Apple, Google and among them of some of the state's largest employers, Dial Chemical, American Airlines. Some of these companies might someday want to land jobs in Greenville and this City Council and previous City Councils have worked hard on economic development and to bring jobs to Greenville. This law is extremely concerning on that point. And for these businesses, there is apparently a direct connection between jobs, economic development, and nondiscrimination.

Council Member Mercer stated that these companies want to attract top talent wherever they can get that and they want to sell their products and services to everyone and that means a diverse population. Apparently, these companies understand the economic value and importance of when it is said that Greenville is building an inclusive community. This law is problematic in many other ways. Citizens cannot bring claims in their local State court and they must drive to Raleigh or further to find redress and pay more money. This law is flawed in many ways that hurts the State of North Carolina. Perhaps, there is sentiment on the City Council to ask for the repeal of this law. If that is expressed in the Council Members' comments, then he has worked on language that can be used. But regardless, hopefully, the Council Members could unite around opposing this law in some fashion respectfully requesting that the General Assembly stop unnecessarily injecting itself into the City Council's affairs.

Mayor Pro-Tem Smith stated that she read and received many telephone calls about and she explained this Bill to others. That is challenging. It is far-reaching when looking at



everything this Bill states and does. HB2 eliminates the ability for employees to file discriminatory claims against their employers at the State level. An employer could get rid of its employees at any given time and the employees must file their complaints about discrimination, which is based on race, sex, national origin, color and age, at the Federal level. In 1982, there was a reason to put this Bill in place - to protect people. Making the decision to change that without the transparency it deserves means that, as a Council Member who stresses to this City Council that transparency about all City of Greenville issues is important, she expects transparency from those State representatives as well.

Mayor Pro-Tem Smith stated that she expects her State representatives to discuss HB2 with the citizens of North Carolina and to ask them for their feedback. Based on information shared with her, a 12-hour meeting happened without much of a notice and with an outcome of "a bathroom deal". She does not know how to name this outcome because there are so many things in this bill, and she is a black female in the originally protected class. That's an issue. If the City is looking at this bill as an emergency, where was the emergency and meetings for the achievement gap, criminal justice reform, and a lot of other issues that are happening and are truly emergencies? There is no meeting for economic development. If this is something that the State representatives felt a need to happen, there is no reason for them to hide, rush, or push and pass HB2 and if there is a reason, why not share that reason and pass HB2 with the rights of the citizens.

Mayor Pro-Tem Smith stated that citizens elected her to make sure that she represents them and what they want her to be accountable for on the local level. When the State makes these kinds of decisions, they begin to take some of that away from local elected officials. Amongst her peers on the City Council, she is probably the only one who is not protected by HB2 - that's an issue - and she would endorse having some language for repeal.

There being no further discussion, the motion to adopt the Resolution Reaffirming Support for the Preservation of Municipal Authorities in Response to the Enactment of House Bill 2 as written passed with a 4-1 Vote. Mayor Pro-Tem Smith and Council Members Godley, Smiley, and Mercer voted in favor of the motion and Council Member Connelly voted in opposition.

PRESENTATIONS BY BOARDS AND COMMISSIONS

Human Relations Council

Vice-Chairperson Bonnie Synder of the Human Relations Council (HRC) gave the purpose of the HRC and a detailed report on its accomplishments and activities during the past year. The Council is responsible for a number of projects and activities aligned with its mission. In order to accomplish our work, the Council depends on:

1. **Internal Work Group:** A group primarily comprised of Human Relations Council members and city staff, which collaborate on coordinating projects.



2. **External Work Group:** A group comprised of both Council members and members of community groups/agencies who share information and collaborate on projects related to shared goals and objectives.
3. **Coordinator:** The Human Relations' Council staff liaison oversees and coordinates activities and all events. The staff liaison works with the Council and members of the community to accomplish the Council goals.

The Human Relations Council annual events and activities include the Fair Housing Initiative. April is National Fair Housing Month. The Council and the Greenville Area Property Managers Association has two seminar scheduled for this year: the Tenant Seminar and Property Managers Seminar. Attorney William Brownlee is the presenter for both seminars. Attorney Brownlee is the Executive Director of the Greater Charlotte Apartment Association. The City's Inclusive Community Breakfast is held annually on the fourth Thursday in September. Human Relations Month is observed annually in February. In celebration of outstanding achievement and diligent work in improving the equality and diverse environment to the City, the awards ceremony recognize and promote residents who are dedicated for their humanitarian and volunteerism efforts. The Senior Citizens Christmas Celebration is held annually on the first Thursday of December.

Also, the HRC and their partners sponsor community dialogues throughout the year. In 2015, four community dialogues were held about Bringing People Together from all Walks of Life: Dismantling Racism. The HRC has partnered with "New Greenville", a nonprofit organization founded by Mr. Uriah Ward, to educate the public on refugee resettlement. An educational forum will take place on Thursday, April 21st at 6:30 p.m. at St. Paul's Episcopal Church.

Vice Chairperson Synder reported there was a brief discussion regarding House Bill 2 at the the HRC's March 24th meeting. Most of the conversation centered on the gay and transsexual restroom issue. Further discussions will take place at its April 28th meeting. In addition, the members reviewed information regarding the membership and attendance policy for the City's boards and commission. The Human Relations Council is a diverse board with a membership of 18 representatives. There is one vacancy for a regular member and a vacancy for a Pitt Community College representative. Currently, the Council does not have an issue with having monthly meetings or having to cancel due to lack of a quorum.

Youth Council

As Chairperson of the Youth Council, Connor Wood gave the purpose of the Youth Council and reported that this board continues to support and become involved in initiatives that increase the members understanding of the importance of volunteering. The members have attended the focused deterrence violence reduction initiative, relay for life, and community dialogues sponsored by the Human Relations Council. For the past six or seven months, a major focus of the members has been recruiting students to fill the vacancies on



the Youth Council. Members of the Council try to recruit via word of mouth to friends, student government associations, and other clubs at schools.

At the Council's April 4, 2016 meeting, the Membership and Attendance for City Boards and Commission was discussed. The Council reviewed an excerpt from the City Council's meeting of February 8, 2016 regarding the City's boards and commissions membership and membership attendance. While the Council may not have a full board, the number of members serving determines the quorum. The Council's official meetings are the first and fourth Monday beginning in August through May.

Chairperson Wood stated that when the Council was first established, students were allowed to attend the National League of Cities Conference annually. This is not a request for that particular incentive, but there is a need for incentives to keep the youth wanting to get involved. For example, the City's Citizen Academy program is an excellent resource for educating the youth, not just members of the Youth Council, but any young person interested in learning and becoming involved with local government. Another program is the ROPES leadership program offered by the Recreation and Parks Department that teaches team building and leadership skills. If the Youth Council becomes chartered, it would allow for travelling in North Carolina. Youth Councils chartered by the State are given opportunities to attend leadership conferences.

Chairperson Wood stated that also, the Youth Council feels that the current system in place indicating the number of seats available to public, private, chartered and home-schools should remain in place. However, the Youth Council is recommending that any remaining seats available after October 1st should be awarded to any student desiring to serve.

For more than a year, an important initiative for the Youth Council has been to establish a youth fest for the community. Creating one has been challenging, but the Youth Council is determined to make it happen and is waiting on approval from Uptown Greenville to host the event at Five Points Plaza. The youth fest is scheduled to take place on Saturday, June 4, 2016 between the hours of 12:00 Noon and 4:00 P.M.

Chairperson Wood stated that the members are recommending that the City Council consider 1) some type of leadership incentive at no cost to the Youth Council members, and 2) the membership of the Youth Council should remain at 20 members and any available seats after October 1 yearly is made available to any student from any school.

PRESENTATION BY THE PITT-GREENVILLE AIRPORT AUTHORITY

Vice-Chairperson Clark of the Pitt-Greenville Airport Authority (Authority) summarized the efforts to secure a grant to enable an additional flight service location and long-term plans for the Pitt-Greenville Airport (PGV). The three main topics of this presentation are commercial air service, recruitment of a second airline and a land development project. American Airlines, formerly U. S. Airways, is the PGV's current commercial airline provider. Three jets and one turboprop are used by American Airlines to provide four flights daily to



and from Charlotte, North Carolina. Obtaining another airline has been an ongoing challenge for the PGV for several years and certainly one of its top priorities. The primary tool used to give this airport a chance to be awarded another airline is the Small Community Air Service Development Program (SCASDP), which is a federal grant issued by the U. S. Department of Transportation annually. The Authority and staff have applied three consecutive years, but, unfortunately, the PGV has not yet been awarded the grant and they will continue their efforts. Some significant changes were made in the process this year.

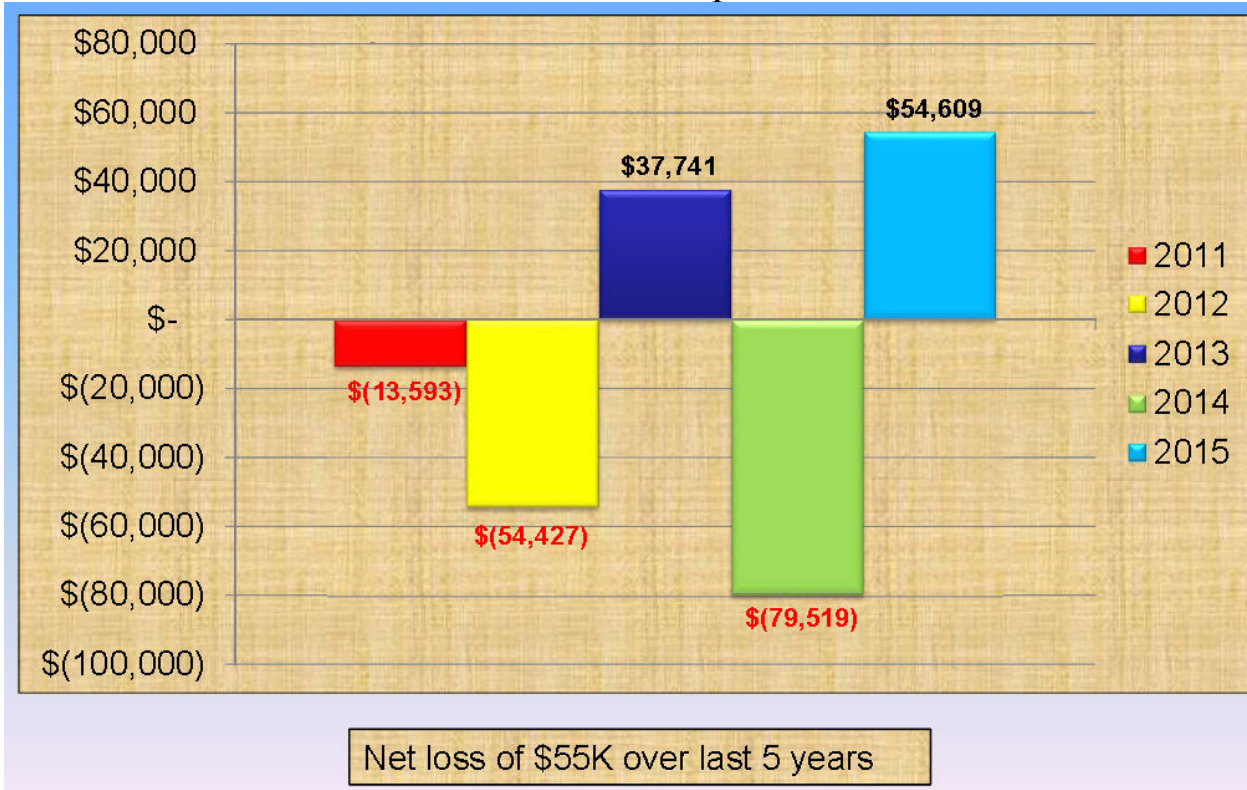
Another consultant was hired who has demonstrated a strong track record of working with other airports and they were awarded that grant. Hopefully, with this consultant's advice and experience, the PGV's odds are greater this year. Winning and being awarded the grant certainly does not guarantee that the PGV will get another commercial airline, but it is a tool needed to have the funding that is required by and will attract other commercial airlines. A big part of the PGV's efforts is to be awarded the grant and being able to take the next step to recruit another airline.

Vice-Chairperson Clark stated that the Authority is constantly looking for avenues for other revenue for the airport and wants the airport to stay self-sufficient. Fortunately, thus far, the Authority has not asked the City or County for funding. The airport has limited resources to continue that, and basically one revolves around fuel sales (commercial airlines coming into Greenville buying fuel and leasing space). The PGV leases hangar space and space to the rental car companies, and there is revenue from patrons flying in and out of Greenville using the parking lot spaces. Presently, the Authority is laying the groundwork and is trying to decide what resources are available to better use the excess property at the airport and to be in a position to develop the property, if the right businesses have an interest in coming to Greenville. The primary driver of that development for the airport and the benefit to the community is more and better jobs and businesses, particularly for the North of the River area.

The following chart illustrates the need for this additional revenue opportunity.



Revenues vs. Expenses



Some years were profitable and during the years that were not, the airport used its fund balances and reserves to carry it through those years. If the airport is fortunate and the weather is good, it can usually break even or make a little money the next year. The trend is year to year.

Vice-Chairperson Clark stated that one of the opportunities used to diversify that revenue stream is the hangar development project. Last year, the City and County agreed to help the airport through that process through some tax credits. Obviously, the primary driver for that was to attract larger and more expensive jets into Pitt County and Greenville to be based out of the PGV. Through that assistance, the airport was able to build two hangars and one of them is leased and it is fulfilling the PGV’s goal and objective. The other hangar is close to being leased to another corporate owner. Within the next 40-60 days, both of those hangars will be fully leased, which will create additional tax revenue for the City long term and provide some additional revenue streams for the airport.

On the land development, the Authority does not expect asking the City for funding. There are grants available to the PGV for the continued due diligence to investigate and to decide what the possibilities are. There are four other areas where airports have been successful in the development projects and the grant funding that PGV intends to seek:

EDA Grant Successes for Airports



- Provo, UT - \$3.5 million to improve infrastructure for new maintenance facility
- Rockford, IL - \$2.5 million for airport industrial park
- San Bernardino, CA - \$3.1 million for airport roadway improvements
- Brunswick/Glynn County, GA - \$750 thousand to upgrade airport infrastructure

Vice-Chairperson Clark stated that these communities are like Greenville in some ways. The Authority's Chairman, John Banks, and Executive Director Jerry Vickers of the PGA made this same presentation to the Pitt County Board of Commissioners in March 2016. The County has approved PGV's request and provided a letter of support.

Mayor Thomas asked about the value of the first jet.

Executive Director Vickers responded that jet will be in there long term and is about a \$10 million jet. The same company is looking at upgrading to a larger jet in about a year and that will be about a \$20 million airplane. If the company brings the second one into the PGV, it is a big deal.

Council Member Mercer asked, on the second airline, apart from any subsidy, whether there is information about where the population break point is that might put a city in the ballpark for a second airline.

Executive Director Vickers stated that the PGV cannot draw an analogy between other communities' populations and the service that they have because, fundamentally, the key driver is the aircraft, which gives the amount of a city's population as well as demographics. In PGV's previous grant application, the Authority has actually shown demographics, population and other things and compared Greenville to similar communities that have a higher level of air service. The grant's structure is to show that Greenville has the population and businesses yet the PGV does not have a level of air service with two or more airlines as communities have that are not as grown up as Greenville.

Council Member Mercer asked whether there are communities the size of Greenville that has two airlines.

Executive Director Vickers responded absolutely.

Council Member Mercer asked what are Greenville's missing factors that keep it from being like another community with two airlines and Greenville's population.

Council Member Mercer stated that Greenville's population has been steady over many years and there will be a point where Greenville will be competitive enough to get a second airline.

Council Member Mercer asked what is the population need.



Executive Director Vickers responded that PGV generates about 60,000 departing passengers a year and that should be nearly doubled. In PGV's traffic growth, four flights a day to and from Charlotte will never get a lot bigger unless the public is given another choice, which is another airline connector to give people choices. Other than price, the second important thing to most travelers is their choice of time (when they want to leave and the trip duration) and that is all about providing other choices.

Mayor Thomas stated that another dynamic this past year was the merger of American Airlines and U. S. Airways. There are some fresh faces and eyes on this market because of a whole new roof of leadership, and the PGV is hoping to make this something more attractive. In essence, having American Airlines is a switch of airlines so maybe having a second airline is not the opportunity, but a second air gate, which is really an opportunity because the PGV has the economies of scale. The PGV already has the staffing who knows the market. Sometimes bringing in another airline gives an excuse for the first airline to disappear. There are a lot of dynamics in what the PGV is trying to do. New Bern's and Jacksonville's airports and others have been fairly successful in the market.

Council Member Smiley stated that it may be worth the Authority walking through the plan where the PGV spent \$2 million out of its reserve to build hangars and the City and County agreed to that. Council Member Smiley asked at what point does that deal becomes capital positive for all concerned.

Executive Director Vickers responded that the deal that PGV invested \$2 million to build two corporate hangars and the agreement reached with the City and County is that PGV will receive an appropriation equal to 80% of the tax value of the new airplanes based in Greenville, until PGV gets its \$2 million investment back or at the end of a six-year period. With the hangars, there is an incentive for corporations to buy expensive airplanes.

Council Member Smiley stated that it sounds like the Authority feels that is working.

Executive Director Vickers responded it is working and explained that no other airports in the State are building corporate hangars. The Authority will support building hangars as long as the demand is there. The PGV's vision is to be an Eastern North Carolina hub for large corporate airplanes.

Vice-Chairperson Clark stated that is a component that PGV can control, but PGV cannot control the commercial airline services.

Mayor Pro-Tem Smith stated there have been complaints about larger aircraft flying into Greenville including that they are shaking houses. Mayor Pro-Tem Smith asked on leasing the hangars and the larger value jets coming in for the hangars, what affect would that have on the residents in that area.

Vice-Chairperson Clark responded that the larger value aircraft in lieu of larger jets would probably be more accurately the term to use. An 8-12 seat passenger jet is nothing like



PGV is experiencing with the aircraft flying into the PGV now, but the driver is really the value of the jet. An 8-12 seat passenger jet can get there in very high value, but it is not a significant size airplane.

Mayor Pro-Tem Smith stated that she is anxiously looking forward to a second airline because a major way of travel for her is by airplanes and she always fly out of Greenville and does not like going to Raleigh. The reason that PGV does not have more people flying to and from Greenville is because of what is offered. It is challenging for her to go to some places and return to Greenville because of the limited flights. Being able to fly into Atlanta, Georgia would allow having more people to fly to and from Greenville. Regarding attracting businesses, the number one for Greenville are pharmacies because of the City's elderly population in the airport's area. Mayor Pro-Tem Smith expressed her appreciation of what the Authority is doing currently.

Vice Chairperson Clark stated that the Board is very focused on achieving those objectives that were outlined this evening, but it is not easy and is a long process.

2016-2018 CITY COUNCIL GOALS AND OBJECTIVES

City Manager Barbara Lipscomb reminded the City Council that the steps to Greenville's success were discussed at its Planning Session on January 29-30, 2016. Those steps were 1) Develop a Shared Vision, 2) Create a Financial Structure to Support and Sustain that Vision, 3) Implement the Shared Vision, 4) Implement the Shared Vision, 5) Periodically Update the Vision, and 6) Celebrate Successes. Also, the major topics of discussion provided by staff about the budget cycle for the Fiscal Year 2016-2017 Budget and Fiscal Year 2017-2018 Plan were economic development, a mid-year financial update and General Fund forecast for FY 2017 and 2018, bond funding proposal, building permit fees and the goals and objectives for FY 2017 and 2018. The goals were established using the seven Horizons Comprehensive Plan Themes and a public safety category was added. Those goals were related to the following:

1. Building Great Places that Thrive
2. Enhancing Accessible Transportation Networks and Public Infrastructure Development
3. Governing with Transparency and Fiscal Responsibility
4. Growing the Economic Hub of Eastern North Carolina
5. Creating Complete Neighborhoods
6. Growing a Green and Resilient City
7. Making a Healthy and Vibrant City
8. Maintaining a Safe Community (Police and Fire/Rescue)

For each of those goal statements, the City Council developed short-term and long-term priorities. Through a process of consensus, instead of having a lot of goals in the past, the City Council decided to have more focus on the top ten goals are as follows:



Top Priorities Established at the Council Planning Session (More Focus on Fewer Areas)

Points	Result
33	Town Common – do the whole thing
13	Farmer’s/Organic Market
11	Long Term Debt Strategy
9	River Access/Tar River Vantage Points
6	Tar River Legacy Plan Additions
6	Virtual Buildings
3	Red Light Cameras
3	Street Lighting – LED
3	Arts Coalition
0	Southside Police Precinct (already underway)

City Manager Lipscomb summarized the next steps, stating that City Council’s consideration of the approval of the top 10 Priority Goals is required. It is anticipated that funding to support the goals and priorities will be achieved via the City’s budgets, grants and loans, bond funding, and public-private partnerships for both the long-term and short-term goals. Additionally, quarterly updates will be provided with written reports to the City Council.

Motion was made by Council Member Smiley and seconded by Council Member Godley to adopt the 2016-2018 City Goals and Objectives. Motion carried unanimously.

PRESENTATION ON TAR RIVER LEGACY PLAN IMPLEMENTATION ACTIONS

Director of Recreation and Parks Gary Fenton stated that the Tar River Legacy Plan drew attention to what a special resource the City has in this river and the surrounding lands. The Legacy Plan proposed certain action steps to take over time to tap into the economic, recreational and environmental potential of the Tar River. The steps were categorized as intermediate, short-term, mid-term, mid-tem to long-term and long-term.

One of the action steps is related to the possible development of an adventure park somewhere along the river. An outdoor venue with a variety of possible elements such as rope climbing facilities, obstacle courses, canopy walks, observation towers, and ziplines. Ideally such a park would be developed and operated by an outside company or companies. In some cases, the company might choose to construct and actually operate such a park and in other cases, a company that builds it might partner with another company to operate it. The Legacy Plan calls for discussions with companies regarding construction and operation of such a facility.



Director of Recreation and Parks Fenton explained that unfortunately, the need to address the City's daily operations and ongoing issues does not go away as staff tries to focus on the important Tar River Legacy Plan. However, since the improvement project of the South Greenville Recreation Center has required that the Center will be closed for quite a few months, its Recreation Supervisor, Bershuan Thompson, has arranged for meetings in Greenville with three companies including Rise Design, Beanstalk Builders, and Outdoor Adventures. Also, Recreation Supervisor Thompson personally visited an aerial forest park and the adventure park at the Virginia Aquarium in Virginia Beach to experience that park and to confer with the project manager.

Director of Recreation and Parks Fenton displayed photos and gave information about his visits to the Judith and Maynard H. Murch IV Canopy Walk and the Kalberer Family Emergent Tower, which were recently built at the Holden Arboretum in Kirtland, Ohio. A representative of Phoenix Experiential Designs from Boone, North Carolina, the builder of the canopy walk and tower, met him in Ohio and gave him a behind the scenes tour. The canopy walk is suspended from cables, wheelchair accessible and vibrates a little bit while walking across it. It is a seasonal attraction. Staircases go up the sides of the Emergent Tower and the view of Lake Erie gets more exciting as one ascends those staircases. The tower is 120 feet from the ground. The Canopy Walk and Emergent Tower are named for the donors. Other photos show examples of some of the other features and elements that the companies he spoke with have actually constructed in various parts across the nation.

Obviously, a company willing to build and operate an adventure park must charge some sort of participant fee and must feel that the funds that they invest in construction and operation will provide a good return on their investment. For that reason, the City is in the process of having an adventure park feasibility assessment done possibly to be followed by the development of a request for proposal for construction and operation of such a park on land in proximity to the Tar River.

Director of Parks and Recreation Fenton gave an update on the camping platforms, fishing pier, canoe/kayak launch and the overlook projects. There were some additional steps required after the City Council approved the agreement with Sound Rivers, Inc. for the construction of the three camping platforms. With the notarized certifications and other paperwork being about completed, Environmental Projects Manager Matt Butler of Sound Rivers feels that the platform construction at River Park North could start by May 1, 2016. The construction on the two other platforms will follow with completion anticipated by August 2016 and they will become a part of the Sounds River's system of overnight camping facilities up and down the Pamlico and Tar Rivers. They already include platforms in Tarboro and Washington, North Carolina and these facilities will ultimately stretch from the headwaters of the Tar River in Granville County to the open waters of the Pamlico River and Beaufort, Hyde, and Pamlico Counties.

Despite some frustrating setbacks, the beginning of construction for the Town Common fishing pier and canoe/kayak launch is just around the corner. Once this project is near completion, the plan is to issue a request for proposal for a public private partnership with a vendor to rent canoes, kayaks, paddle boards and associated equipment at Town



Common, which was also a recommendation of the Legacy Plan. At least two companies have already contacted Parks Planner Lamarco Morrison of their interest in this endeavor.

The overlook project includes development of the river along the banks of the Tar River with an expectation that it will ultimately be the first of two or three overlooks to be constructed along the river. The first overlook project will make use of an existing concrete deck already on site and in good condition.

Director of Recreation and Parks Fenton stated there are numerous other initiatives proposed by the Legacy Plan including 1) an extreme sports park, 2) initiating a river district to regulate design and development characteristics in the urban areas of the Tar River, 3) securing donations or funding sources for the acquisition of river site lake properties to expand recreational opportunities, 4) revisiting Town Common Design proposed by the Town Common Master Plan, and 5) the development of a nonprofit Greenville Tar River Alliance to champion the funding and plan implementation. A very important piece is to have friends on the outside who are not necessarily related to and will work very closely with the City, and will embrace this project and excite people and organizations about partnering with the City to make it happen over time.

Parks Planner Morrison stated that the fishing pier is the easiest piece and construction will start in 35 days, but there is a challenge with the canoe/kayak launch. It was easier to obtain a notarized certificate for the fishing pier because the City is replacing an aged structure. The City might have to redesign, reengineer or move the location of the canoe/kayak launch because of the notarized certification.

Council Member Mercer stated that with seven miles of river running through the City, it is an opportunity greatly untapped and this is absolutely a study that the City does not want to sit on the shelf. This City is getting great excitement and support from the leaders and other citizens. This is something noncontroversial with the exception of how the City will get the money to do it. Council Member Mercer suggested that the Recreation and Parks Department's limited staff should work with people in the community, who can help create these public private partnerships and make things happen on the river. The City is making progress with the camping platforms, overlook, fishing pier and the canoe/kayak launch and does not want anything to slow down or to get derailed.

Council Member Godley thanked staff for the report and stated that something like the canopy walk would be by large one of the core elements of what Greenville is all about. The City has played the University and Hospital cards to the fullest and it is time to think of something new that will take our community to the next level and that is the Tar River.

Director of Recreation and Parks Fenton stated that when entering the Arboretum, patrons pay to park basically, if they are members. There is an additional charge of \$4.00-\$5.00, if they are planning to go up the tower and canopy walk. He emphasized that both the Judith and Maynard H. Murch IV Canopy Walk and Kalberer Family Emergent Tower were paid for by donors and that is special.



Mayor Thomas stated that there is a real revenue opportunity plus people like to donate to things with a sense of permanence and place and know a lot of the community will visit and enjoy. There are some interesting ideas as the City Council goes through this budget process such as creating launch points for a public private sector partnership to breathe innovative ideas. The City needs to be on the front edge of that and there are more opportunities.

Council Member Mercer thanked staff for the creative way of efficiently using City staff to help leverage something to keep the ball rolling.

REVIEW OF APRIL 14, 2016 CITY COUNCIL MEETING

The Mayor and City Council reviewed the agenda for the April 14, 2016 City Council meeting.

CITY MANAGER'S REPORT

Update on Munis Software for Human Resources

Director of Information Technology Rex Wilder gave an implementation update on the Munis Project. On January 13, 2014, the City Council approved the budget of \$2.5 million to replace the City's financial related software and the project began June 3, 2014. Phase I, including the financial accounting and budgeting software, was implemented on July 1, 2015, and then the Human Resources Department's management and payroll software was replaced and the system was implemented on April 1, 2016 (Phase II). The City's first payroll was run this past week and employees were paid out of the new system. Part of Phase III of the project was the implementation of some of the add-on modular to the financial system and that went live in April 2016 as well. Some of the items for Phase IV went live on August 3, 2015 including parking tickets. The central property file, which is permitting and inspections software, will go live in October 2016 and the new work orders and facilities software will go live, hopefully, in October 2016. EnerGov is replacing the permitting and inspections, which mainly deals with contractors and things of that nature. It should be noted that the project is within budget and all is going well.

Summer Recreation Program

Director of Recreation and Parks Gary Fenton reported that the City of Greenville Recreation and Parks Spring and Summer Guide is available at all staffed facilities, City Hall and various businesses and nonprofits around the City. This brochure of events and programs can also be assessed on the Recreation and Parks Department's (Department) webpages at the City's website. Also, people should call (252) 329-4567 for more information.



Both the sprayground in the Dream Park and the community pool located at Guy Smith Park will open for the season on Saturday, May 28, 2016. At the sprayground, the admission is free, but adults must be accompanied by a child. The admission is \$1.50 at the community pool. Various swim lessons are offered at this pool and the one at the Greenville Aquatics and Fitness Center. In addition, the City will sponsor the YellowFins Swim Team, one of the competing teen teams in the Greenville Summer Swim League. Five or six years ago, this program started with eight children and now there are 100, who have been asked to play second in the League this year. For information on any of the aquatic services, people should call (252) 329-4041.

The Greenville Recreation and Parks staff is again working with area volunteers to host the Celebration of Youth Expression at the Town Common Amphitheater on May 7, 2016 at 5:30 pm. This is its second year and the event showcases the performance and artistic talents of young people from the community. Admission is free. Sunday in the Park starts May 15, 2016, 7:00 p.m. at the Town Commons with an evening of storytelling and music. The Jarvis Memorial United Methodist Church will present an American storyteller Donald Davis with his guest, Kelly Lynn and her friends in a special concert providing old-time and American and Mountain music. Thirteen diverse regular concerts will follow over the next 13 weeks featuring some new performers as well as some of the old standbys. Descriptions of all the performers are available at the City's website. The Department is grateful of the support from Barbour-Hendrick Honda Greenville, Pitt County Arts Council at Emerge, Physicians East, East Carolina Veterinary Service, plus media sponsors, 1070 WNCT, and 107.9, WNCT, Fox Eastern Carolina, and News Channel 12 ABC and Greenville Times.

Summer camping is a big area of the recreation and parks program and information regarding them can be found at the City's website. Most camps have multiple or two-week sessions offered. This year's options include the Junior Counselor Program, Young Potter's Wheel, Famous Artist Camp, Camp Escape, Princess Dance, Eppes Summer Day, Baseball, Sports Plus, Teen Extreme, Greenville Terrace Playground Program, Camp Adventure, Nature Explorers, Jaycee Jamboree, Teen Fitness, and a new camp, Zombies vs. Survivals Boot Camp. There are other camps including the Outdoor School Challenge, Create a Cartoon, Sonic Sound, golf, football and basketball. Gardening plays a major role in the Greenville Terrace program and children learn to cook and then eat the vegetables as well. Although Camp Escape is designed specifically for children with special needs, the City is thankful to receive a grant from Easter Seals and in cooperation with Trillium Health Resources to hire inclusion counsellors who can be assigned to the other camps. That makes it possible for some children with disabilities to participate in those camps and receive attention from an inclusion counsellor.

Director of Recreation and Parks Fenton stated that in addition to the camps, other programs include tennis and golf lessons, senior aerobics and bridge classes, computer education classes, trips, archery, sports league, pickle ball, art classes, yoga, fencing, pre-school program, and a variety of tournaments.



Mayor Pro-Tem Smith asked approximately how many people are hired for these camps and whether the Department has made those hires yet.

Director of Recreation and Parks Fenton responded that at this point, the submission of applications is closed for the summer programs and the interview process has begun. The Department's payroll is generally 75 people and during the summer it increases to 325-350 people.

Mayor Pro-Tem Smith asked if the City still offers the late night basketball program.

Director of Recreation and Parks Fenton responded that the Late Night Hoops program is listed in the Department's Spring/Summer Guide as well.

Mayor Thomas asked until the South Greenville program is back online, where are the other locations for the late night basketball program.

Director of Recreation and Parks Fenton responded that presently, the Late Night Hoops program is offered at the Eppes Recreation and Drew Steele Centers.

COMMENTS BY MAYOR AND CITY COUNCIL

The Mayor and City Council made comments about past and future events.

CLOSED SESSION

Council Member Smiley moved to enter closed session in accordance with G.S. §143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, said laws rendering the information as privileged or confidential being the Open Meetings Law, specifically Closed Session minutes; and in accordance with G.S. §143-318.11 (a) (5) to establish or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease with the proposed property being located at 5300 Northland Drive in Greenville, Tax Parcel No. 74947, owned by Robert J. Gouras, Jr. and Mary P. Gouras for the purpose of office and storage space for the Police and Fire/Rescue Departments; and G.S. §143-318.11 (a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a



complaint, charge, or grievance by or against an individual public officer or employee. Council Member Smith seconded the motion, which passed by unanimous vote.

Mayor Thomas declared the City Council in Closed Session at 8:54 p.m. and called a brief recess to allow Council Members to relocate to Conference Room 337.

Upon conclusion of the closed session discussion, motion was made by Mayor Pro-Tem Smith and seconded by Council Member Godley to return to open session. Motion was approved unanimously, and Mayor Thomas returned the City Council to open session at 9:45 p.m.

ADJOURNMENT

There being no further business before the City Council, motion was made by Mayor Pro-Tem Smith and seconded by Council Member Godley to adjourn the meeting. Motion carried unanimously, and Mayor Thomas declared the meeting adjourned at 9:46 p.m.

Respectfully Submitted

A handwritten signature in cursive script that reads "Polly Jones".

Polly Jones
Deputy City Clerk

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, MAY 9, 2016



The Greenville City Council met in a regular meeting on the above date at 6:00 p.m. in the Council Chambers, third floor of City Hall, with Mayor Allen M. Thomas presiding. The meeting was called to order, followed by the invocation by Council Member P. J. Connelly and the Pledge of Allegiance.

Those Present:

Mayor Allen M. Thomas; Mayor Pro-Tem Kandie D. Smith; Council Member McLean Godley; Council Member Rick Smiley; Council Member P. J. Connelly; and Council Member Calvin R. Mercer

Those Absent:

Council Member Rose H. Glover

Also Present:

Barbara Lipscomb, City Manager; David A. Holec, City Attorney; Carol L. Barwick, City Clerk; and Polly Jones, Deputy City Clerk

APPROVAL OF THE AGENDA

City Manager Barbara Lipscomb requested to add a Closed Session to the agenda for the acquisition of real property.

Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Godley to add the Closed Session item per the request of City Manager Lipscomb. Motion carried unanimously.

Motion was made by Council Member Smiley and seconded by Mayor Pro-Tem Smith to approve the agenda as amended. Motion carried unanimously.

PUBLIC COMMENT PERIOD

Marion Blackburn – 802 River Hill Drive

Ms. Blackburn stated that she speaks and advocates with the Greenville Area Welfare Coalition. She is concerned that the City's proposed budget neglects a public discussion of a vitally important topic for the community and the County. The Pitt County Board of Commissioners is considering a change in animal services that would allow Greenville to rewrite and forever improve the future for animals in Pitt County. They are considering,



among other options, unifying all animal services under a single agency based at the Pitt County Animal Shelter (PCAS).

Ms. Blackburn gave some examples of the work that the PCAS is doing, stating that they have decreased the kill rate from 90% plus to less than 50%. More animals are leaving through adoption than ever before and fewer are being euthanized. Consolidating Greenville's animal services under this successful County model could potentially save taxpayers thousands of dollars and reduce the double taxation currently in place. It could lower the overall cost to citizens of Pitt County by eliminating duplicate services, streamlining the programs and improving adoptions, which would cut euthanasia and housing costs. Increased sterilizations would then reduce unwanted kittens and puppies in the future and lead to a long-term savings for everyone. In the short-term, the level of animal services would improve by expanding the County model to Greenville.

Ms. Blackburn stated that, at present in Greenville, animals are picked up and taken to Helen's Grooming World and then they are moved to the PCAS. Consolidation would eliminate that middle step and save the taxpayers immediately as much as \$40,000 annually. Moreover, it would allow the County to apply for grants as a consolidated agency. A concern is that the City's Animal Protective Services Unit does not keep detailed statistical information on intake. When the County's intake numbers are compared to the City's records, there is a discrepancy in one calendar year of as much as 70 plus animals. Moreover, a concern is that 61 cats compared to 18 dogs were euthanized by the City of Greenville in 2015. If the cats were made feral and unadoptable, who made that decision? Another concern is that the City's shelter has no visiting hours for people to go and look for their animal when lost or for an adoption.

Ms. Blackburn stated that having animal services under one agency would eliminate those concerns, improve adoption efforts for the animals picked up in Greenville and create a common statistical database for tracking results. She encouraged the City Council to consider consolidating all animal services under the PCAS before the City Council's budget conversation concludes.

Scott Below – 901 Forest Hill Circle

Mr. Below made comments about Greenville's Animal Protective Services Unit, stating that currently the County and all its 10 municipalities have their own individual animal control ordinances. This is both confusing and frustrating for the public and, for the taxpayers, it represents a wasteful and needless duplication of services. The animal control situation in the City has never been well thought out with respect to what is most efficient, effective, and cost-effective. The Pitt County Animal Shelter (PCAS) has done an excellent job with providing high-level services and making a difference in the County.

Mr. Below stated that his primary concern is if the City of Greenville does not opt for consolidation and partner with the County, the City and its residents will be forced to



replicate what the County has already created. This includes building and staffing a city-owned animal shelter. The PCAS is out of space and must expand. But to plan an expansion, the County must know what Greenville and the other municipalities want to do. Without consolidation, the options that the County is considering involve either a) charging municipalities the full cost of entering the shelter for each animal, which is roughly \$287 or (b) cutting off municipalities from all non-mandated County animal services. Currently, the City of Greenville pays only \$20 to the PCAS for each animal that they surrender and the City represents 25% of the intake at the PCAS. This equates to 800 animals at \$287 per animal, which is about \$230,000 annually to use the animal shelter. That is expensive, but it is certainly far less than the City building and staffing its own animal shelter.

Mr. Below stated that Helen's Grooming World is unable to handle the 800-1,000 animals picked up annually by the City. If the City decides not to partner with the County, the City will be forced to be billed until the City staffs its own animal shelter, and that is not in the best interest of taxpayers. The Pitt County Board of Commissioners must vote on a budget for the PCAS expansion and that will be tied with the amount of space needed. Putting animal control services in Pitt County under one roof would be a win-win for all involved. Mr. Below urged the City Council to meet with the Pitt County Board of Commissioners at its earliest convenience and to consider the City's options carefully.

CONSENT AGENDA

City Manager Barbara Lipscomb introduced the following items on the Consent Agenda:

- Minutes from the March 14 and March 17, 2016 City Council meetings
- Resolution accepting dedication of rights-of-way and easements for Arbor Hills South Phase 4 and Brook Hollow Section Four, Phase 1 - (Resolution No. 027-16)
- *Removed* Establishment of Fair Market Value for 610 Roosevelt Avenue
- Recommitment of 2015 HOME Investment Partnership Funds for Multi-Family Rental Housing Development
- Supplement TIP Agreement with the North Carolina Department of Transportation (NCDOT) for U-3315/10th Street Connector
- *Removed* South Greenville Multipurpose Athletic Field renovation and budget adjustment
- Contract award to Technical Video Systems (TVS) for the Video Recording, Production and Broadcast Equipment Project



- Various tax refunds greater than \$100
- Budget ordinance amendment #8 to the 2015-2016 City of Greenville budget (Ordinance #15-032) and amendment to the Project Budget Ordinance (Ordinance #15-053) – (Ordinance No. 16-021)

Council Member Connelly requested to remove the establishment of the fair market value for 610 Roosevelt Avenue from the Consent Agenda for separate discussion.

Mayor Pro-Tem Smith requested to remove the South Greenville Multipurpose Athletic Field renovation and budget adjustment from the Consent Agenda for separate discussion.

Motion was made by Council Member Connelly and seconded by Council Member Godley to approve the remaining items under the Consent Agenda. Motion carried unanimously.

CONSENT AGENDA ITEMS FOR SEPARATE DISCUSSION

ESTABLISHMENT OF FAIR MARKET VALUE FOR 610 ROOSEVELT AVENUE

Council Member Connelly asked staff to give an overview of this item.

Assistant City Manager Merrill Flood explained that 610 Roosevelt Avenue is located in the 45-block certified redevelopment area. When establishing a redevelopment plan, potential treatments for each property are established. When the property was purchased, the State identified it as a home that the City needed to save and as part of the process the same was also authorized by both the Redevelopment Commission and the Affordable Housing Loan Committee. The idea was that federal funds would be used to purchase this structure and to find a way to save it to the best of the City's abilities. Because of the age of the structure and federal funds were used in the acquisition, the property must meet all required National Environmental Policy Act (NEPA) standards. Part of that requires that if the home is a contributing or historic structure, the home will be treated as if it is a historic rehab.

Assistant City Manager Flood stated that \$11,500 was spent to purchase the property and the City received \$160,000 for the rehab costs. The house was in poor condition and 600 square feet were added on the rear of the structure and upgrades were done to the foundation and structural system. Because it was not a typical rehab, it had to be treated in a historic like manner and as a result, the price went up.

Council Member Godley asked whether all federal money was used to purchase and to rehabilitate the home.



Assistant City Manager Flood stated that federal funds were used to purchase and rehab the home.

Council Member Connelly stated that the City does not need to be involved in real estate deals. That \$171,500 (\$11,500 for the purchase and \$160,000 for rehab costs) was taxpayers' money.

Council Member Connelly stated that it is 100% percent correct that the City must follow the regulations but, during the due diligence period, before purchasing the property, the City should have found out that it is a historic property and the City had to follow these special regulations. Now the City has cost the taxpayers \$71,500 because the City purchased this property. An individual could have done the work and would not have to follow all of those same federal guidelines.

Assistant City Manager Flood responded that the City certainly was aware going into the process and that is how it revealed itself. The City must follow the guidelines.

Mayor Thomas asked how long was the property vacant.

Assistant City Manager Flood responded the home was vacant shortly after the passing of Mr. Michael Dixon, who was the owner of the home. The property was identified in the City's 45-Block Revitalization Plan as a property that needed to be saved.

Council Member Godley asked if the property is located in a Historic District.

Assistant City Manager Flood responded that it is the structure's age as well as the home is in a potential eligible district and was identified by the State as a contributing structure.

Council Member Connelly stated that the City is spending \$71,000 more than the amount of money that the City put into this structure. With \$71,000, the City could have bought a lot in that area, built another house and put someone into it. Before the City jumps into more real estate transactions, the City should do some more due diligence so that the City is not spending ridiculous amounts of money on a property such as this one that only appraises for \$100,000. No one in the private sector could purchase this home and lose \$71,000.

Council Member Smiley stated that is exactly the point. The purpose of these federal funds and historic preservation is that this is an opportunity for the federal government to save a contributing structure and enrich all the surrounding private owners' properties. Being in a national registered district adds value to property. That critique misunderstands the point of these funds and the larger economic calculation being made.

Council Member Godley stated that it helps to know that federal funds were used instead of City monies for this project.



Assistant City Manager Flood stated that this project is not normal. Typically, homes that have a historic quality about them do cost more. It is 25%-30% more when getting involved, but certainly when the City is involved, there are limits that can be placed on a normal rehabilitated structure that do not exceed 75% of the value of the home. However, with one of these structures, it is always a little difficult and much more expensive.

Motion was made by Council Member Godley and seconded by Council Member Smiley to establish fair market value for the property of \$100,000. Motion carried unanimously.

SOUTH GREENVILLE MULTIPURPOSE ATHLETIC FIELD RENOVATION AND BUDGET ADJUSTMENT

Mayor Pro-Tem Smith explained that she requested this item to be removed from the Consent Agenda for separate discussion to remind everyone that there has been a long wait for the beginning and completion of this project.

Parks Planner Lamarco Morrison explained that the subcontractor informed him that if the City is going to indeed renovate the South Greenville Multipurpose Athletic Field, then the City should establish the façade now. Otherwise, planting of the Bermuda Tiffway 419 sports turf sprigs will be carried over to the next planting season. Bermuda turf grows best when planted during early spring rather than the summer months when it is extremely difficult for it to live. Therefore, staff is asking the City Council to appropriate a budget for the preparation and establishment of sportfield turf at the South Greenville Park for a total amount of \$71,000. Accordingly, the Recreation and Parks Department's Capital Improvement Program (CIP) funding request will be reduced. Funding would be appropriated from the General Fund fund balance, and if approved, the CIP request will be reduced by \$71,000 making the FY 2017 CIP budget request \$294,000 to complete the remainder of the project.

Mayor Pro-Tem Smith stated that the Recreation and Parks Department would be doing this part of the project early while the weather is more conducive.

Parks Planner Morrison responded that is correct. If this request is approved, the subcontractor will start with the grading, drainage and irrigation required to establish sportfield turf on the multipurpose field in May. They will be watering the grass and getting it established until June or July, and then the bleachers, goal post, and things of that nature would be installed later.

Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Connolly to appropriate a budget for the preparation and establishment of sportfield turf at South Greenville Park for a total amount of \$71,000 from the General Fund fund balance and authorize the City Manager to accept the change order. Motion carried unanimously.



NEW BUSINESS

PRESENTATIONS BY BOARDS AND COMMISSIONS

Planning and Zoning Commission

Chairperson Tony Parker acknowledged the members of the Planning and Zoning Commission (Commission) and the City staff liaisons. He summarized the members' accomplishments for the past year, stating that the Commission sponsored a rezoning request for 12.67 acres in the area bounded by Reade Circle, Dickinson Avenue, the CSX Railroad and Bonners Lane. 14 cases appeared before the Commission, which is about 180+/- acres that the members waived and debated and the decisions of whether to approve or deny were taken seriously.

Chairperson Parker reported the following Future Land Use Plan Map amendments, preliminary plats, and text amendments that were done during the past year:

FUTURE LAND USE PLAN MAP AMENDMENTS

- A request for 22 acres from OIMF (Office/Institutional/Multi-family) to C (Commercial) located at the northwest corner of the intersection of North Memorial Drive and West Belvoir Road.
- A request for 41 acres from SR (Suburban Residential) and RR (Rural Residential) - Pitt County's Jurisdiction to MDR (Medium Density Residential) - City's Jurisdiction at the intersection of NC Highway 43 and Ivy Road

PRELIMINARY PLATS

- 64 single-family lots for "Blackwood Ridge" at the intersection of Corey Road and Van-Gert Road
- 5 commercial lots for "Hardee Junction" near the intersection of East 10th Street and L.T. Hardee Road
- 1 lot for "Greenbrier Place" - single-family homes developed under multi-family standards (like Parmer Place)
- 87 single-family lots for "Sagewood" located near the intersection of NC Highway 43 S and Ivy Road
- 52 single-family lots "Mill Creek, Phase 2 and 3" located off of Frog Level Road between Dickinson Avenue and Davenport Farm Road
- 2 lots "Centre Court" located off Holden Drive north of East Fire Tower Road
- 4 lots "Parkside Bluffs, Section 2, Phases 1 and 2" at the intersection of East 10th Street and Parkside Drive



TEXT AMENDMENTS

- Addition of “wine, beer and keg stores” in the CN (Neighborhood Commercial) zoning district
- Reduce the public street setback for multi-family from 25 feet to 15 feet
- Amended code: “Single-family detached and duplexes can only be built on public streets”
- Addition of “temporary sand mining” as a special use in RA20 (Residential-Agricultural) zoning district
- Revision to outside tire storage and display regulations
- Addition of “domestic violence center” as a permitted use in the MS (Medical-Support) zoning district
- Add dormitory development as a special use in the CDF – UC (Downtown Commercial Fringe-Urban Core Overlay) zoning district

Chairperson Parker reported that the Commission also

- Increased the size of the commercial node designation at the northwest corner of the intersection of North Memorial Drive and West Belvoir Road from “neighborhood” to “regional”
- Closed a portion of 11th Street between Charles Boulevard and Charles Street
- Closed a portion of Charles Street
- Adopted the Neuse River Basin Regional Hazard Mitigation Plan
- Changed street name of “Bedford Court” (from Dunhagan Road to its terminus) to “Ashford Drive”
- Heard a presentation on “infill development “
- Heard a presentation on the Street and Pedestrian Improvement Bond

Chairperson Parker reported that two members of the Planning and Zoning Commission served on the Comprehensive Plan Committee, a group revisiting the land use standards of the City’s Horizons Plan. The members of the Planning and Zoning Commission have revisited the City’s sidewalk ordinance. This ordinance amended the Zoning Ordinance by adding a requirement that sidewalks must be constructed along major and minor thoroughfares and boulevards in conjunction with the construction of any new development of non-residential, mixed-use and multi-family residential developments on existing lots.

Redevelopment Commission

Chairperson Jerome King stated that the Redevelopment Commission was established by the City Council in 2002. The members commissioned both the West Greenville and Center City revitalization plans. In 2004, the voters of Greenville ordered two General Obligation Bonds - \$5 million each for Center City and West Greenville. In January 2012, the West Greenville bonds were already spent with the exception of \$270,000 and \$1.2 million was remaining for the Center City. Those bonds were 10-year bonds in 2004 and by the end of December 31, 2014, the Redevelopment Commission had to have all of its redevelopment



projects allocated. The Redevelopment Commission's path forward is to administer the taxpayers' money in as good a stewardship as possible and to finish the projects where funds were allocated.

Chairperson King reported that all the West Greenville funds significantly were used lastly for acquisitions. A block of properties was acquired on West 5th Street for redevelopment for retail and commercial. The Redevelopment Commission's spent \$58,000 to do the final West 5th Street Gateway Project, which appeared on the recent listing of the bond referendum projects.

In Center City, there are a few projects remaining. The members of the Redevelopment Commission are currently dealing with the Dickinson Avenue redevelopment. Working jointly with the City Council, the Dickinson Avenue study was done and there has been some growth on Dickinson Avenue for the past couple of years. Some funding has been allocated for the Evans Street Gateway and the Redevelopment Commission has gateway projects on many of the entrances of the 10th Street Connector as well. But the Evans Street Gateway is one that the Redevelopment Commission has an allocation of funds to be given to the North Carolina Department of Transportation to build the road.

Chairperson King stated that a plan was signed today for a Brownsfields grant for the Uptown Theater project and at its last regular meeting, the Redevelopment Commission approved previously budgeted funds for the structural stabilization of the building. The efforts of the City Council are appreciated as far as moving forward with new ordinances relating to the Redevelopment Commission's public private partnership partner. They have already entered into a Letter of Intent and, once the environmental matter is cleaned up, they hope to get the Uptown Theater back on the public tax roll at some point.

The Redevelopment Commission still owns the property at 423 South Evans Street. Originally, that property was acquired for use to build a commercial structure. The economic feasibility did not quite work so the Redevelopment Commission reallocated some of its budget for betterments along the parking garage to the private property lines. The members certainly encourage any public private or private businesses' interest in lots owned by the Redevelopment Commission, and although 423 South Evans Street may look a little bit like a public space, it is certainly available for development.

Chairperson King stated that the Redevelopment Commission has some continuing obligation with regards to the Small Business Plan, which is continually funded. Grants are awarded to businesses that are willing to relocate or expand in the West Greenville or Center City development areas. In this last grant cycle, zero grants were awarded because the Redevelopment Commission felt it was not in the taxpayers' best interest to give away any grants at that a time. That program is not necessarily mandated by the 2004 bonds. That is outside of bond money and the program continues. The Redevelopment Commission's goal for next year is to report to the City Council that all their contracts have been completed. The Redevelopment Commission has spent all of its money and really there is no need for it to exist.



Council Member Godley asked about an update on the design for Hodges Alley.

Chairperson King stated that the Redevelopment Commission has approximately \$45,000-\$48,000 in that budget. The members have improved all of the other alleyways, but Hodges Alley is the one that got left behind. The members are waiting for the design and it was pulled off the agenda for their last meeting because the last design elements were not included, but he is sure that they will approve and seek out bids for a final design. Discussion of that item will be on their June calendar and that is one of the remaining projects that the members have to see to the finish line. Another update is that the Redevelopment Commission is also in the process of renegotiating the GO-Science lease.

OFFER BY TAFT-WARD INVESTMENTS, LLC TO PURCHASE PROPERTY LOCATED ON THE SOUTH SIDE OF EIGHTH STREET BETWEEN EVANS STREET AND FORBES STREET

City Attorney David Holec stated that this agenda item relates to city-owned property, which consists of approximately 0.04 acres and is located on the south side of 8th Street between Evans and Forbes Streets. The City Council, at its March 17, 2016 meeting, had approved a resolution authorizing the sale of this property by the negotiated offer, advertisement, and upset bid method.

City Attorney Holec gave information on the upset bids received for the property. The City had an offer from Taft-Ward Investments, LLC to buy this property for \$15,000. The City used \$15,000 as the negotiated offer, which went through an advertisement process and that offer was upset with a bid of \$15,800. Then the City advertised again and went through the process and that bid was also upset by a bid from the original bidder, Taft-Ward Investments, LLC, in the amount of \$17,500. That was advertised and at the close of the upset bid period, no further upset bid was submitted.

City Attorney Holec stated that as a reminder, the restricted covenants associated with this sale are the following:

- (a) A buffering requirement; and
- (b) A prohibition on outdoor lighting, if the property is vacant or being used for an outdoor active or passive recreational or open space use.

These restricted covenants were designed to be compatible with the neighborhood. The final offer is \$17,500 for the parcel purchase and the City Council has the authority either to accept or to reject that bid.

Motion was made Council Member Smiley and seconded by Council Member Godley to accept the offer of Taft-Ward Investments, LLC in the amount of \$17,500 to acquire the property located on the south side of Eighth Street between Evans Street and Forbes Street. Council Member Smiley asked if the original process included an exchange of property, has the City ever made any attempts to acquire the property that would have been exchanged.



City Attorney Holec responded that the City has not at this point, and if that is something that the City Council wants to pursue at a later time, the City could do that. The City Council decided to separate it and the City went through with the sale first.

Council Member Connelly stated that the reason that the negotiated offer, advertisement, and upset bid method was used is because if the City is going to sell its property that is owned by the taxpayers, it needs to be available to the public. He understands the point of the initial exchange - the City would receive a piece of property located between two properties already owned by the City. But when it comes down to it, property should be sold out on the public market so that everybody has the option to purchase it. This may not have been a lucrative or desirable piece of property due to the size and nature of it, but this is how to sell property, in his opinion.

There being no further discussion, the motion passed unanimously to accept the offer of Taft-Ward Investments, LLC in the amount of \$17,500 to acquire the property located on the south side of Eighth Street between Evans Street and Forbes Street.

PRESENTATION OF THE CITY'S PROPOSED FISCAL YEAR 2016-17 OPERATING BUDGET AND FISCAL YEAR 2017-18 FINANCIAL PLAN

City Manager Barbara Lipscomb gave the introduction for the proposed Fiscal Year (FY) 2016-2017 Operating Budget, stating that the total amount of this budget is \$130,486,365 and \$129,086,981 is the amount of the proposed 2018 Financial Plan. \$81,840,606 of that total budget is proposed for the FY 2017 General Fund. Tonight's proposed budget includes funding for the City Council's top 10 priorities: 1) Town Common - Whole Thing (*Under Design; \$1.5 Million Over FY 2017 & FY 2018*), 2) Farmer's/Organic Market (*Discussions Underway*), 3) Long Term Debt Strategy, 4) River Access/Tar River Vantage Points, 5) Tar River Legacy Plan Additions, 6) Economic Development - Virtual Buildings, 7) Red Light Cameras (*Pending Legislative Approval*), 8) Lighting - LED, 9) Arts Coalition (*Discussion Underway*), and 10) Southside Police Precinct (*Approved and Budgeted*). A platform is being developed for the area near the Off Leash Dog Park and that will be one of the first Tar River access projects. There are a number of funds related to the Tar River Legacy Plan Additions projects. Private vendors are looking at land to see if they are interested in some of the features that were developed as part of that plan. Money is available in this budget for economic development, including a virtual building.



The following is the proposed FY 2016-2017 Budget Overview:

Budget Overview					
Fund	2016 Original Budget	2017 Proposed Budget	% Chg	2018 Financial Plan	% Chg
General Fund	\$ 78,105,680	\$ 81,840,606	4.8%	\$ 81,835,091	0.0%
Debt Service	4,882,683	5,433,438	11.3%	5,448,934	0.3%
Public Transportation	3,499,635	2,530,012	-27.7%	2,773,992	9.6%
Fleet Maintenance	4,457,387	4,240,378	-4.9%	4,337,071	2.3%
Sanitation	7,801,578	7,647,951	-2.0%	7,619,286	-0.4%
Stormwater	4,905,758	5,850,219	19.3%	5,928,998	1.3%
Housing	1,443,370	1,416,027	-1.9%	1,431,149	1.1%
Health Insurance	14,037,440	12,785,572	-8.9%	13,135,690	2.7%
Vehicle Replacement	3,839,362	5,066,743	32.0%	4,934,770	-2.6%
Facilities Improvement	2,317,630	1,590,000	-31.4%	1,642,000	3.3%
Capital Reserve	50,000	2,083,419	>100%	-	<100%
Total	\$ 125,340,523	\$ 130,484,365	4.1%	\$ 129,086,981	-1.1%

City Manager Lipscomb gave the highlights of the proposed budget, stating that the recommended tax rate is \$.53 per \$100 in valuation, which is the current rate. This tax rate will provide an estimated 3.25% overall increase in the City of Greenville’s property values per revaluation for a total of \$1,059,771. The increase from the property revaluation is in addition to the City’s normal growth. Due to the city’s financing approximately \$8 million in projects included in the 2015 General Obligation Bond, the Debt Service contribution will be increased to \$539,500, which equals to 84% of 1¢ on the property tax rate. Because the property tax has expanded, the City is able to absorb that Debt Service contribution. The Police Grant Pool funding will pay for additional police personnel and there is funding for additional Fire/EMS personnel in this budget.

Additionally, a new program will be initiated this year and the proposed budget includes \$35,000 to fund the Summer Youth @ Work Program. Currently, the City’s Human Resources Department is recruiting candidates for that program. \$1,466,374 is included in this budget for the City Council’s #1 priority, the Town Common Project, that was identified at the City Council’s January 2016 Planning Session. The increase of \$846,158 is being funded from additional revenue derived from the revaluation. The proposed two-year funding level is \$1,466,374.

	FY2016-17	FY2017-18	Total
Funding As Included in Budget Draft	\$ 159,183	\$ 461,033	\$ 620,216
Increase After Property Reval	324,201	521,957	846,158
Proposed Two Year Funding	\$ 483,384	\$ 982,990	\$ 1,466,374

In order to do the merit program, time was spent re-evaluating and redoing the City’s performance appraisal system. The budget includes the proposed 3% pay for performance increase for employees as recommended by Segal Waters, the City’s Pay Plan consultant.



At the January 2016 Planning Session, the City Council provided consensus to staff to include that in the proposed budget. This is approximately \$1,205,750, and it will allow for the City’s reinstatement of a merit program that will keep City pay competitive with the external marketplace. The budget also includes a 3% vacancy allowance based on historical experience and that amount is \$1,000,963. Years ago, the City Council directed staff to provide a \$50,000 annual increase to the Other Post-Employment Benefits (OPEB) fund to resolve pension issues. An actuarial study will be performed in FY 2017 to determine the City’s status with that program.

City Manager Lipscomb stated that additionally, the budget provides appropriations to support the City’s deferred maintenance and infrastructure needs as follows:

FY 2016-17 Proposed Budget	\$1,590,000
FY 2017-18 Financial Plan	\$1,642,000

The City is moving forward with repairing leaking roofs, parking problems and improving the parks and other facilities. This program was created by the City Council in FY 2015 through a 1% increase in the property tax rate in 2015 and departmental expense redirections. Prior to that change, departments would make requests for funding, but the City Council was never able to get above the \$1 million level, in terms of the deferred maintenance. The General Fund Budget includes appropriations of about \$7.3 million over the next two years to fund various capital projects:

FY 2016-17 Proposed Budget	\$4,295,332
FY 2017-18 Financial Plan	\$3,018,403

City Manager Lipscomb stated that for FY 2017 and FY 2018, the City will move forward with \$30,514,567 million in priority capital projects. This is a capital intensive budget.

Priority Projects

	FY2016-17	FY2017-18	Total
Town Creek Culvert	\$ 7,332,995	\$ 7,332,995	\$ 14,665,990
Street Resurfacing (Incl Bond Money)	3,500,000	3,500,000	7,000,000
Dickinson Parking Project	1,961,266	-	1,961,266
West Fifth Streetscape (Bond Project)	1,950,000	-	1,950,000
Town Common Renovation	483,384	982,990	1,466,374
Purchase of Imperial Site	1,040,000	-	1,040,000
Sidewalk Construction (Bond Project)	503,000	500,000	1,003,000
South Greenville Athletic Fields	365,000	-	365,000
Tar River Legacy Plan	100,000	219,000	319,000
Street Light Improvements	100,000	100,000	200,000
Westside Park	300,000	200,000	500,000
University Neighborhood Cameras	21,970	21,967	43,937
Total	\$ 17,657,615	\$ 12,856,952	\$ 30,514,567

City Manager Lipscomb stated that the sale of the police/fire parking lot for \$1.5 million is included in the FY 2016-2017 Operating Budget. That sale is anticipated to move forward



in November 2016. The proceeds from the sale have been budgeted to fund the purchase of the Imperial Tobacco Warehouse (Imperial) site (\$1,040,000) and the Dickinson Parking Project (\$460,000). The Dickinson Parking Project will add 300 parking spaces of which 100 spaces will be designated for City personnel and the remainder of the spaces will be leased to the Sidewalk Development Co. and/or other parties.

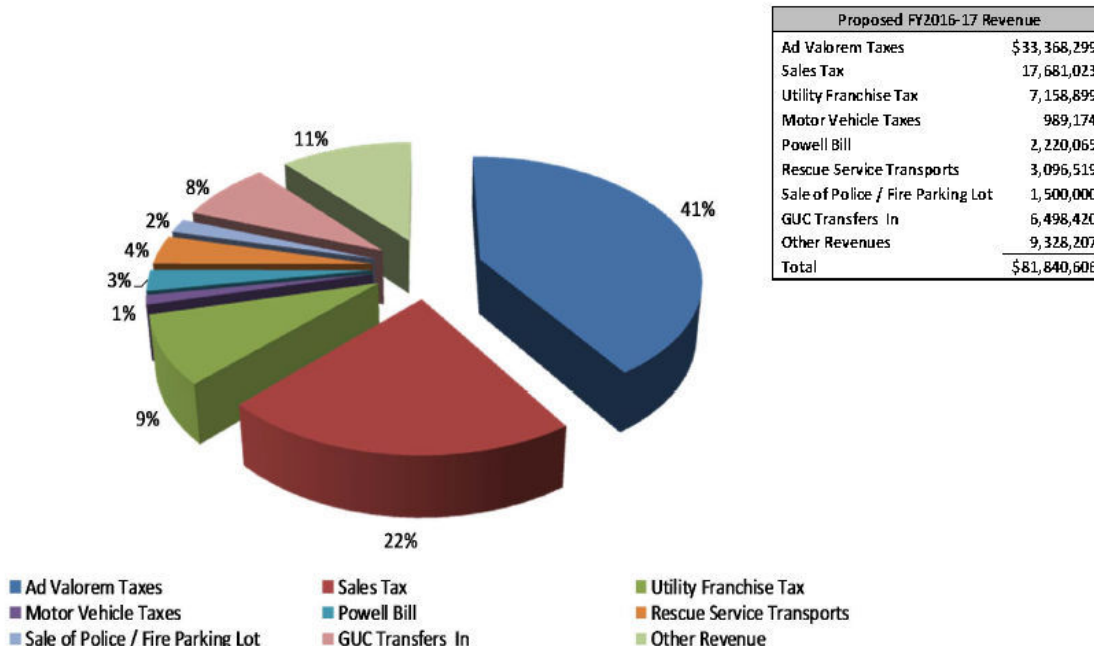
Assistant City Manager Michael Cowin gave an overview of the General Fund budget. The City of Greenville's property tax rate dating back to 2003 ranged from 62¢ to 52¢. In the current 2016 fiscal year that rate stands as 53¢. The proposed 2016-2017 Budget and 2017-2018 Financial Plan maintain the current property tax rate at 53¢ per \$100 in valuation. This proposed General Fund budget is balanced. Revenues equal expenses in the total of \$81,840,606 (FY 2016-2017 General Fund budget).

Assistant City Manager Cowin summarized the proposed budget adjustments and compared them to the budget draft of April 2016:

The Following are the Adjustments Between the Budget Draft and the Proposed Budget:

	<u>FY2016-17 Budget</u>	<u>FY2017-18 Financial Plan</u>
Revenue Adjustments		
+ Net Increase in Property Tax Revenue per Reval	999,287	1,019,273
+ Increase in Other Revenues Based on YTD March	34,238	35,182
+ Sale of Police / Fire Parking Lot	1,500,000	-
	<u>2,533,525</u>	<u>1,054,455</u>
Expense Adjustments		
- Purchase of Imperial Site	(1,040,000)	-
- Additional Funding of Dickinson Parking Project	(460,000)	-
- Funding of Youth Summer @ Work Program	(35,000)	(35,000)
- Additional Public Safety Positions	(319,324)	(328,904)
- Additional Funding of Town Common Project	(324,201)	(521,957)
	<u>(2,178,525)</u>	<u>(885,861)</u>
Net Adjustments	<u>\$ 355,000</u>	<u>\$ 168,594</u>

Making these adjustments would be an overall increase of \$355,000 to balance the budget. Approximately 41% of the City's overall revenues come in the form of property tax and 22% comes in the form of sales tax. That is two-thirds of the City's revenue and two revenue sources. There are seven revenue streams that basically control over 90% of the overall budget.



The City’s property values are estimated to increase from \$6.2 billion to approximately \$6.4 billion, which is a \$2 million increase. At 53¢, that is a \$1,059,721 increase in property tax revenue from revaluation. With property revaluation, the proposed budget for property taxes is \$33,368,299. The revenue neutral rate is 51.3¢ (\$32,308,578).

FY2015-16 Projected Revenue	\$ 31,771,858	
Normal Growth	536,720	1.69%
FY2016-17 Revenue Neutral	32,308,578	
Property Revaluation	1,059,721	3.28%
FY2016-17 Proposed Budget	\$ 33,368,299	

1. Revenue neutral represents the revenue that would have been produced, inclusive of normal growth, absent property revaluation.
2. Revaluation will not occur again for another 4 years
3. Growth over the next 4 years will be based on normal growth of approx. 2%

Assistant City Manager Cowin stated that the City’s revenue of \$629,591 generated by 1¢ on the proposed tax rate is significantly less than the revenue value of 1¢ for Fayetteville, Wilmington, and Asheville, North Carolina.

**Revenue per 1¢ on Tax Rate:**

Fayetteville	\$ 1,413,971
Wilmington	1,318,789
Asheville	1,084,056
Concord	969,754
High Point	911,127
Gastonia	513,962
Jacksonville	382,917
Greenville Proposed:	\$ 629,591

Note: Benchmarks Based on FY2014 CAFR

Assistant City Manager Cowin summarized the General Fund Other Revenues stating that a 2% growth rate is projected for Sales Tax and Utility Franchise revenues. Various capital projects were completed without the issuance of any new debt, therefore the Greenville Utilities Commission (GUC) Transfer In revenue is estimated at \$7,311,645 for the proposed FY 2016-2017 Budget. The opposite will occur in 2017 with the issuance of debt with no completed projects decreasing the budget to \$6,498,420, and there will be an increase of \$7,135,013 for the FY 2018 Financial Plan. Over the next year, the City will work with the GUC to normalize these revenues as projects come online and debt is issued. The Rescue Service Transports revenue is basically flat moving forward.

At the January 2016 City Council Planning Session, Assistant City Manager Merrill Flood presented a comparison of inspection fees for the City of Greenville as compared to local municipalities as well as the County of Pitt. The City's inspection fees were significantly lower than the comparable benchmarks. At the February 2016 Budget Workshop, staff provided a fee schedule of a proposed change to bring the City's inspection fees more in line with surrounding municipalities. \$78,230 is the projected increase from the fee changes and this is an 11% increase from the projected revenue (\$688,172) for FY 2015-2016. \$766,402 is the FY 2016-2017 proposed budget amount.

Assistant City Manager Cowin gave information regarding the General Fund expenses, stating that the core services (Fire/Rescue, Police, Public Works and Recreation and Parks Departments) of the City make up 70% of the overall budget. The Police and Fire/Rescue services estimated at 45% of the budget shows where the City's priorities are. The City's expenses are highly invested in Personnel (\$51,564,916, which is 63% of the budget), Operations (\$16,138,345/20%, Capital Outlay (\$4,295,332/5%) and Transfers (9,842,013/12%). Comparing the FY 2015-2016 and proposed FY 2016-2017 budgets, there is a 2.6 increase in the Personnel expense, 1.8% in Operations, 41.5% in Capital Outlay (which includes the allocation of \$1,040,000 million to the Imperial site), and a 10.1% increase in Transfers (which includes the increase for the City's Bond Debt).



In addition to the General Fund, there are about 10 other funds that are included within in the budget. The Debt Service Fund is projected at \$5,433,438. The City’s goal is to move forward with a long-term debt strategy and to start rolling over any reductions in the future back into either paying off Debt Service or toward more projects. The FY 2017 General budget includes an increase in Debt Service of \$539,000 related to the General Obligation Bond. If looking at the overall debt of the City, it is only at \$37 million, which is very low for the size of the City. Only 5.8% of the General Fund budget is in the form of Debt expense.

The Transit Fund is funded through the City’s General Fund and the federal reimbursements pay for 80% of the capital purchases and 50% of the operating costs. Transfer from the General Fund contributes \$565,000 for the Transit Fund and the total proposed budget for FY 2016-2017 is \$2,530,012.

The Fleet Fund had over a \$1 million at the end of FY 2015 that will be absorbed by the General Fund over the next several years. That means that the General Fund has been floating the Fleet Fund. In the past year or so, the Fleet Division installed a new computer system to track expenses better and the negative fund balance will go away. An operational study will be conducted for the Fleet Program in 2017 to identify if there are any efficiencies to reduce fleet rates and relieve any burden off the General Fund. This fund is budgeted at \$4,240,378.

\$7,647,951 is the budgeted amount for the Sanitation Fund budget and it does include increases for curbside/multi-family rates of 50¢ per month for FY 2017 and 25¢ for FY 2018. This is the last year for the backyard rates, except for those with medical necessity. The following are the rate increases for sanitation fees for the next two years:

Multi-Year Fee Schedule

	Back Yard Rates		Curbside Rates	
	Monthly Rate	Change	Monthly Rate	Change
2015 Actual	\$ 43.55	\$ 1.25	\$ 14.50	\$ 1.25
2016 Actual	44.30	0.75	15.25	0.75
2017 Proposed	44.30	-	15.75	0.50
2018 Plan	TBD	-	16.00	0.25
2019 Projected	TBD	-	16.25	0.25
2020 Projected	TBD	-	16.50	0.25

\$5,850,219 is the budgeted amount for the Stormwater Fund budget and it does include increases in rates of 50¢ per month for FY 2017 and 50¢ for FY 2018. The City Council approved a plan so that the City can proceed forward with the Town Creek Culvert Project. To begin moving forward with the Watershed Master Plan projects, the Stormwater Fund



will use about \$475,000 out of a \$3 million fund balance. The following shows how the stormwater fees will change during the next two years:

Multi-Year Fee Schedule

	Monthly	
	Rate	Change
2015 Actual	\$ 3.85	\$ 0.50
2016 Actual	4.35	0.50
2017 Proposed	4.85	0.50
2018 Plan	5.35	0.50

Assistant City Manager Cowin summarized the remaining five General Fund Other Funds, stating that Housing is funded primarily through the Community Development Block Grant and HOME Investment Partnership Plan. There is a Housing Budget of \$1,416,027, but the General Fund is also subsidizing \$292,684 per year. The Health Insurance Fund stands at \$12,785,572 for FY 2017 and \$13,135,690 for FY 2018. The City will be dealing with a transition wave from the Enhanced Plan to the Core coverage and the goal is to move toward an overall 80/20 plan. This will increase the City's overall cost and the City will look at the available options along with the GUC. The Facility Improvement Fund was created in FY 2015 with a 1% increase in property taxes and the budgeting of \$1.6 worth of facility improvement projects to take care of road deferred maintenance issues. \$5,066,743 is the budgeted Vehicle Replacement Fund amount for FY 2017 and \$4,934,770 is the amount for FY 2018 to take care of the scheduled vehicular replacements. \$2,083,419 is set aside for capital projects within the Capital Reserve Fund to be used next year. The proposed budget includes \$1,961,266 appropriated to the Dickinson Area Parking Project and \$122,153 is appropriated to the Westside Park.

Assistant City Manager Cowin gave the highlights of the proposed 2016-2017 Budget and the 2017-2018 Financial Plan related to the General Fund budget and the comparison of the proposed and revenue neutral budgets. The proposed FY 2016-17 Budget has revenues of \$81,840,606 and 81,835,091 for the FY 2017-2018 Financial Plan. Also, it includes retaining the 53% tax rate with an additional \$1,059,721 in tax revenues from the revaluation. Five additional public positions will be funded by the increase in tax revenue from the revaluation (a \$319,324 increase for FY 2017 and a \$328,904 increase for FY 2018). The additional funding to the Town Common Project will also be funded by the increase of tax revenue from the revaluation (a \$324,201 increase for FY 2017 and a \$521,957 increase for FY 2018). Both the proposed 2016-2017 Budget and the Revenue Neutral Budget for FY 2017 have a 3% pay for performance increase and a \$539,500 increase in Debt Service for Bond Projects are included in these FY 2017 budgets. The proposed Revenue Neutral budget has revenues of \$80,780,885 for the FY 2016-2017 Budget with a net deficit of \$416,196 and \$80,754,176 for the FY 2017-18 Financial Plan with a net deficit of \$230,054. This Revenue Neutral budget also includes a revenue neutral



tax rate at 51.3¢. That budget does not include the additional \$1,059,721 in tax revenues nor does it include additional public safety positions and funding to the Town Common funded by the increase in tax revenue from the revaluation.

City Manager Lipscomb gave information about the things that are missing in the proposed budget to make the *Vision of a Greater Greenville* a reality. The *Vision of a Greater Greenville* only becomes a reality through:

1. Well Maintained and/or Expanded Infrastructure
2. Strong Investment in Public Safety
3. Priority Emphasis on Local and Regional Economic Development That Fosters Employment and a Growing Tax Base
4. Vibrant Neighborhoods That Provide a Variety of Housing Choices for All
5. Quality of Life Amenities (Art, Culture, Green Spaces) With an Emphasis on Environmental Sustainability

City Manager Lipscomb stated the following about the missing items in the proposed FY 2016-2017 Budget:

Infrastructure

Street Improvements – The Bond Advisory Committee recommended the City fund up to \$2.5 million per year in street improvements from the General Fund Budget. The City has about \$1 million in the proposed budget and the remainder of the funding is bond money. The City would need an additional \$1.5 million annually to fund at its goal level.

Street Lighting – The Public Works Department has identified \$800,000 of unfunded street light needs at major corridor streets. This has become more important because the City has experienced many fatalities in the community and poor lighting has caused some of them and other accidents. The following are major corridors or areas in the City where there is insufficient lighting:

Memorial Dr. – Greenville Blvd. to Firetower Rd.	\$120,000
Stantonsburg Rd. – B’s Barbeque Rd. to Memorial Dr.	218,000
Memorial Dr. – Arlington Blvd. to Greenville Blvd.	96,000
Memorial Dr. – Mumford Rd. to Stantonsburg Rd.	216,000
Memorial Dr. – Stantonsburg Rd. to Arlington Blvd.	125,000
Thomas Langston Rd.	25,000
Total	<u><u>\$800,000</u></u>

If the projects were done, the City’s annual utility cost would be about \$233,000 a year and that includes the additional \$70,000 needed as the City moves forward with the 10th Street Connector lighting.

Parking – There has been discussion about the hardening of the Dickinson Street area parking site for future construction of a parking deck. It would cost an additional \$500,000



to harden the site for construction and a parking deck alone would be another \$5-7 million. The City Council has instructed staff to work with the GUC about the construction of a parking deck at West 5th Street and South Pitt Street, which would be financed by the City of Greenville, the GUC and possibly a private developer. The City's portion is estimated at \$3-5 million.

Public Safety

In the area of Public Safety, the budget includes additional police positions through a grant funding pool. Earlier this year, Police Chief Mark Holtzman identified the need for an additional 10 positions to be pursued through grant opportunities. Additional budget dollars will be needed for additional police officers, if the City uses a grant matching process.

Also, the Greenville Police Department identified several operational needs:

- Additional Safety Cameras and Current Camera (\$300,000)
- Shot-Spotter Gun Detection Technology (\$170,000 Annually)
- DNA Analysis (\$80,000 Annually)
- Mobile Command Post Upgrades (\$75,000)
- Maintain/Replace Body-Worn and In-Car Cameras (\$30,000 Annually)
- Annual, Department Wide Fair & Impartial Policing Training (\$25,000)
- Radio Replacement/Upgrades (\$100,000)

Chief of Fire-Rescue Eric Griffin has emphasized the need for planning for a south side fire station and the cost would be over \$3 million. Nine more positions would be required at a total cost of \$559,000. In the proposed budget, there is the inclusion of three Fire-Rescue Department positions to staff a temporary peak time unit on the south side.

Economic Development

There is interest in doing more proactive recruiting to market Greenville better at trade shows, site selector conferences, and industry specific events to provide more collateral marketing materials and other economic development support. There is \$25,000 in the budget for this interest and request. In conjunction with the existing capital investment grant, job based incentives could be used to entice industry to locate within Greenville based on wages and the number of net new jobs. \$100,000 is budgeted for that. If the City wanted to do more in the way of public private partnerships, one of the things that is done in many cases is the municipalities control the land and offer the site acquisition funds to purchase land, particularly, as the City of Greenville opens up new areas of the City as part of the Horizons Plan Program.

State Sales Tax Legislation

The General Assembly has initiated a program where they are planning to reduce the level of income taxes in the State and to run the State more on sales taxes. Greenville and Pitt County benefited somewhat from the new sales tax plan as the General Assembly expands the base of the companies that are being charged sales taxes. However, there has also been



a debate in the General Assembly related to urban versus rural needs and the possibility of the General Assembly taking from the urban areas to move funds to the rural ones. Staff was informed that this will not be debated in the Short Session, but this issue would probably come back during the 2017 Long Session. The sales tax revenue comprises 22% of the City's General Fund budget, which is about \$17.7 million.

City Manager Lipscomb stated the following is the remaining budget schedule, which includes an additional date, May 23, 2016, for further discussion of the budget:

REMAINING BUDGET SCHEDULE

Monday, May 23rd: Further Discussion of Proposed Budget by Council (Optional)
Thursday, May 26th: Public Display of Balanced Budget
Monday, June 6th: Public Hearing
Monday, June 13th: Consideration of Budget Adoption

City Manager Lipscomb stated that she is seeking direction and a total consensus of the City Council on the tax rate, merit pay, and some of the Capital Improvement Program projects. Those are some of the major concerns that she has heard about collectively from the City Council Members.

Mayor Thomas asked whether staff met and presented this proposed budget to Council Member Glover because she represents a significant portion of Greenville.

City Manager Lipscomb responded that staff has not presented the budget to Council Member Glover. Because of Council Member Glover's illness, she visited her again and asked on Saturday afternoon to be notified when Council Member Glover would be ready for a presentation.

Mayor Thomas stated that Council Member Glover missed only a few budget discussions. Regardless of what has happened to her medically, her intent and input should be an intricate part of this budget whether she actually votes on the final budget. It is extremely important that Council Member Glover represents her community and constituents in this budget.

City Manager Lipscomb stated that the bond funding and Summer Youth @ Work Program are included in the proposed FY 2016-2017 budget, and Council Member Glover is interested in those projects as well as others.

Mayor Thomas stated that in this budget, the City has a lot more revenue, but the City has a lot more expenses and obligations. One of the big elements that really drove the progress in Greenville the past few years was the elected officials' commitment back in 2012 to get behind economic development, investment, and infrastructure in this community. There is no question that has paid off. While other communities have suffered, Greenville has seen record growth in certain sectors and has built a foundation, hopefully, in the long run. The



City Council is not building a budget for a one-year or two-year cycle. The Council Members are building a budget for the next 20 years so that the next generation has a foundation to build on, and the City Council does not want to lag on its commitment. There has been lagging in the past on the City's roads and other areas.

Mayor Thomas stated that the present City Council, for the most part, as well as the Bond Advisory Committee and others made a strong recommendation to budget towards full funding of the City's roads, infrastructure, and their proper maintenance to create a foundation for Greenville.

Mayor Thomas asked staff to explain why the City's roads and the proper maintenance of them are not a part of the proposed FY 2016-2017 Budget.

City Manager Lipscomb responded that there is \$1 million from the General Fund and the total amount with the bond funds is \$3 million. Based on her extensive discussion with Public Works Director Kevin Mulligan, the general feeling is the City can do the street projects that it has now at that level. There is concern about the amount of construction in the City at one time, which consist of the Town Creek Culvert, 10th Street Connector, and Arlington Boulevard improvements. Staff does not want to cause citizens and visitors' inability to move around in the community. The bond projects were split and the City has a fairly aggressive street maintenance program.

City Manager Lipscomb suggested if the City Council desires to make a commitment to do more street improvements, the amount of the street funding could be increased by \$100,000. However, the City will be doing a lot of projects over the next couple of years.

Mayor Thomas stated that if the City commits to a 20-year cycle of street maintenance then that should be the normal operational approach, and there should not be a concern that too many streets are being maintained.

Mayor Thomas asked if the City is short of staff, unable to contract the work, or is there another reason for not doing more street improvements.

City Manager Lipscomb stated that the City accelerated last year up to \$600,000 and only \$300,000 and \$400,000 for previous years. A major strive was made for the funding of street improvements, and an incremental approach is required to get up to \$2.5 million.

Mayor Thomas expressed his concerns about street improvements, public safety and economic development, stating that the City had 100 lane miles in failure condition and the bond component was specific to address the substructure failure that was going to materially affect this City. There is a lot of construction around the City, but the City must move forward. Greenville has a ratio of 2.1 law enforcement officers (LEOs) per 1,000 residents. The current average in North Carolina is 2.4 and the average for Greenville's peer cities is 2.3 (Asheville - 2.7; Gastonia 2.5 and Jacksonville has so much military policing so its ratio is really not an indicator). He would like to see the City in proportion with its peer



cities so that the City can provide the proper services needed. During tougher economic times in 2011 and 2012, the City focused resources in economic development. \$330 million in a couple of years is incredible for the Uptown area alone – the area was turned around. Understanding the areas in the City that are failing, disposable income and giving good data about the City to attract businesses would be a plus. A true picture of how much money is spent in Greenville is needed.

Council Member Mercer stated that the City Council has worked hard on the economic development, first responders, and roads and he supports all of those. It is important that the City Council does not put the City Manager in an impossible situation with unreasonable requests. There are a lot of pieces to this budget. The City Manager has given the City Council her best judgment about how to fund each of the City Council's priorities given the limitations of the budget. If the City Council is going to increase in one area, how will that be made up somewhere else? For example, if the City Council is going to increase on roads, is the City going to pull back on first responders or somewhere else in this budget? That is the kind of conversation that will be helpful.

Council Member Connelly stated that the most alarming thing in this budget is the General Revenue increase of \$3 million from this fiscal year to the next fiscal year. Since being on the City Council, he has been preaching about the City getting involved in real estate transactions. The City is getting ready to devote \$1,040,000 into the Imperial site, which is a big component of the City's budget.

Council Member Connelly stated that as far as the pay raise proposal for City employees, the City Council should consider creating a one-time bonus. With the merit system, the City is offering to pay people who are doing a consistent and great job. If staff is evaluating employees and the City is paying them a one-time bonus, the City will not be locked into revenue increases annually. Next year, the City will set up the same 3% merit increase and that is money that is on the table now.

Council Member Connelly recommended giving the City employees a bonus opposed to giving them an across-the-board pay increase. Even in the private sector, not every employee receives a raise because it is based on each employee's performance. That is how people are paid and that is real life.

Council Member Connelly stated that in his opinion, there are not any other ideas beyond reducing the tax rate down to the revenue neutral position. Regarding the Sanitation services, there is an increase of 75¢ for 2016. That annually will be an increase of \$9.00. In 2017, the increase of 50¢ monthly will be an increase of \$6.00. The stormwater fee of 50¢ in 2016 will also be a \$6.00 increase. If the City lowers the tax rate to \$.513, which is the revenue neutral position, the average person who owns a house appraised at \$150,000 would save \$25.50. That person paying \$15.00 for sanitation services will at least have that money back because of the increases. Two years ago, the tax rate was increased and, in his opinion, it should not have gone up. The City increased it by \$1.2 million and put a tax burden on the people and the next year it was dropped to \$600,000. People were



overtaxed for two years. It is in the City's best interest to lower the tax rate down to the revenue neutral position.

Council Member Godley asked if the Town Common improvements are contingent upon the City buying and then selling the Imperial site.

City Manager Lipscomb responded that the Town Common Project is funded out of the revaluation. If the revaluation is eliminated, then the City is reducing the amount going toward the Town Common.

Council Member Godley asked if the City would have to buy and sell the Imperial site for money to be used toward the Town Common Project.

City Manager Lipscomb responded no.

Council Member Godley asked staff to give a brief update or recap of what the performance based raise for employees is about.

Director of Human Resources Leah Futrell responded that since the early part of 2015, when the City Council discussed converting back to a pay for performance program, City staff has been working towards revamping the City's merit system. Staff worked with the consultant to overhaul the City's performance evaluation system. Various stakeholders were included, employees and supervisors, and their input was received and they served on focus groups. The merit system was totally revamped so that it was something that they thought was objective and consistent. Job families were incorporated so that employees would be objectively evaluated. Refresher training for supervisors is scheduled for this and next week so that they are adequately trained on how to use the new system and to answer their questions, if any.

Director of Human Resources Futrell stated that staff is proud of the new merit system because it will provide a mechanism for staff to effectively evaluate performance and return to a pay for performance system.

Council Member Godley asked if there is any across-the-board raise associated with this merit pay for performance scale. Council Member Godley asked staff to give an explanation on how 3% was chosen as the proposed merit.

Director of Human Resources Futrell responded that is to be determined. The 3% could be totally merit or a combination or a hybrid system such as 2.5% merit and .5% across-the-board.

Council Member Connelly asked about the last time City employees received across-the-board raises.



Director of Human Resources Futrell responded that the last across-the-board pay increase was at the beginning of this fiscal year.

Council Member Connelly asked whether there was another across-the-board pay increase the year before that as well.

Director of Human Resources Futrell responded yes.

Council Member Connelly asked how much were those across-the-board pay increases each year.

Director of Human Resources Futrell responded that the across-the-board pay increase was 2% during FY 2015-2016 and 1.5% for the prior fiscal year. Unfortunately, those increases were less than the market, but that is what the City had to work with at that time.

Council Member Connelly stated in the private sector, people are not given raises across-the-board just because they work there. It is important that the City continues to offer its employees competitive salaries, but the employees have already received across-the-board pay increases over the past two years. So, the City must make sure that its employees earn what they are being paid. It is an exciting idea that the City Council is continuing to explore the merit based pay for performance scale.

Council Member Smiley spoke in favor of the merit system, stating that the City Council has been working toward and discussing a merit system more than a year and one-half. The City Council should make sure that the raises offered are tied to merit. With the data given to the City Council from cities similar to Greenville, private sector companies are giving an average raise of about 3%. The City's merit system is set up so that top performers will get more than 3% and other people, who are struggling and are not doing as well and need more development, will perhaps receive substantially less than 3%. That would be frustrating for many people, but it is exactly the type of approach that the City Council needs to take.

Council Member Mercer stated that he has been pushing for a merit system long before this City Council and there was not always the sentiment to go with that system. In terms of the merit amount that the City Council goes with, he feels that their conversation needs to be about our philosophy, which is whether the City Council wants to pay employees at market, under market or above market. There are strengths and weaknesses for each of those. He has long been a supporter of paying at market, but that does not mean if the sentiment goes somewhere else that he would not alter to some degree. If the City Council does not go with paying at market, the understanding is the City Council is gently kicking a can down the road and would have to face it in future years.

Council Member Mercer asked staff about the ramifications or some of the implications of the novel idea of a bonus.



Director of Human Resources Futrell responded that she is assuming that the idea behind the bonus would be so that it is not added to the employees' base salaries. That typically creates stagnant wages for employees, and could also lead to compression pay. As the City Council recalls, the City spent over \$200,000 last fiscal year to address compression pay. Her recommendation would be that the City fund the merit program as initially proposed and presented to the City Council.

Council Member Godley asked about the Greenville Utilities Commissioners' approval for their employees.

Director of Human Resources Futrell responded that the GUC Board of Commissioners approved a 3% pool, but the exact distribution of that pool is yet to be determined.

Director of Human Resources Futrell stated that as part of the City's conversion back to pay for performance, City employees completed a survey regarding their thoughts on pay for performance versus an across-the-board pay increase. Overwhelmingly, over 90% of the City employees supported the idea of pay for performance and understand they must perform in order to be compensated. They were in support of a pay for performance system and not simply an across-the-board pay increase because high performers want that recognition.

Council Member Connelly asked what data supports that the City continues to see an increase in wages on a regular basis. What data from the private sector supports that the City is having stagnant wages.

Director of Human Resources Futrell responded that market surveys are done yearly and they are a part of staff's presentations to the Council Members and the Greenville Utilities Commissioners. This year, for instance, staff surveyed both the City's benchmark organizations, which are public sector employers as well as private sector employers in the Greenville area. Overwhelmingly, both private and public sector employers responded that they would reward their employees with increases that average 3% and most of them are doing so on a merit pay basis. Staff does due diligence to find out what other employers are doing annually.

Mayor Thomas asked if an analysis is done on the City's entire compensation package versus what the private and public sectors' offer. Mayor Thomas stated that package would include salaries and health insurance and other benefits that the City provides to its employees.

Director of Human Resources Futrell responded that as part of what was done this year, staff specifically focused on wage increases. A total compensation analysis was done as part of the 2010 Classification Compensation Study to see where the City stood with the private and public sectors.



Council Member Connelly stated that before this fiscal year starts, the City has \$3 million of additional revenue and a zero balance at the end of the year, which is the requirement. The City Manager's report states that there are limited capital initiatives. So, what happened to all of that money? One is the Health Fund. The City's employees will be contributing \$1.732 million this fiscal year and \$1.245 million next year, which is \$500,000 the City will take on as far as a tax burden for that year. That is \$.5 million the City is putting towards its employees, and to state that the City does not value them is completely incorrect.

Assistant City Manager Cowin stated that the issue of the structure of the rates as well as the plans is something that would have to be ironed out over the fall with the GUC and the provider. The City wants to move closer to an 80/20 plan. If the City does nothing then the employer would pay more for healthcare.

Council Member Smiley stated that he is not insensitive to that calculation. The total cost of healthcare is simply going up and under this calculation, if it stays the same the City would be carrying more. The employees would be moving to an 80/20 plan instead of a 90/10, plan so their out-of-pocket expenses would go up. This is not a zero sum game where the City pays more and the employees pay less. The City will have a portion of that to pay, and the employees will probably pay even more than that. Just because the City's cost goes up does not mean that the employees' costs are going down. That is not the case in healthcare.

Mayor Thomas stated that the health care plans do not cycle with this budget. Regardless of the discussion of the City Council now, when this budget passes, it is the exact plan that the City will have between now and the end of the year. He can imagine that healthcare will be a hot topic during the upcoming months.

Mayor Pro-Tem Smith stated that while the City Council is looking at how to fund additional police officers to make sure that the City has a 2.3 or 2.4 LEO ratio per 1,000 citizens, she is sure that everybody in the City would love to have their own personal police officer. That would be ideal, but even if the City could provide that service, all crime would not cease. There are still other things the City must do because police officers cannot do the job by themselves, and that is why community policing is important.

Mayor Pro-Tem Smith expressed her concern about the overtime costs for police officers, stating that the amount of money the City is spending in the uptown area, especially on overtime for additional police officers, is often a subject brought up by her constituents. In her district, the number of bars decreased from 12 to 6, but the overtime is still extremely high. It is challenging for her to be willing to fund 9-12 police officers when all of that money is being spent on overtime. When conversing about fiscal management, the City Council should manage the City's current funds in a different manner.

Mayor Pro-Tem Smith stated that the City has been blessed to not have numerous murders in the uptown area. A shooting and a few incidents occurring uptown is nothing compared to other areas of the City where there are a lot more activity and "hotspots". For the Uptown area not necessarily being a hotspot, an astronomical amount of money is spent for



additional GPD coverage. This area might be rowdy when school is in and individuals are exiting out of the clubs on Thursday through Saturday. She challenges the Council Members to look at how other areas and cities with universities and night clubs are spending money for the use of additional police officers. Those officers are not necessarily in their patrol cars. They are expected to be available on their feet.

Mayor Pro-Tem Smith stated a quick response is expected from the GPD when calls are received from bars. When the attack occurred in the center area of the Uptown District, where the City is paying all this overtime, five calls were made for service. Police officers were unaware that the incident occurring at Five 19 and on the ECU campus were one in the same, and they were treated as two different incidents until they were put together later. On many occasions, people have asked her about where were the police officers and their response. If people are receiving quick responses, the overtime is worthwhile. Therefore, she is asking the City Council to look at other ways to have more police officers and funding less with overtime such as substituting them with reserve officers.

Mayor Pro-Tem Smith asked if ECU is dedicating any officers to assist the GPD officers, who are patrolling to ensure the students' and others' safety, since ECU students are the ones who basically frequent the bars in the uptown area.

City Manager Lipscomb responded that staff initiated those discussions. In fact, she spoke with Associate Vice-Chancellor Bill Koch, who is responsible for the Department of Environmental Health and Safety at ECU. Due to the press of everything happening now, they have not met again. A couple of years ago, staff initiated and could not achieve that support. It is a good idea to see whether ECU provides additional safety because of their students' presence in the uptown area.

City Manager Lipscomb stated that if the neighborhood program is adopted by the City Council, at least two of the grant funded positions would be for that program. Hopefully, staff will have a presentation on the neighborhood program at the next Council Meeting in June 2016.

Council Member Godley stated that the Council Members should stay committed to completing the Town Common and their priorities that were set as a team at the 2016 Planning Session. People should be coming from all across Eastern North Carolina to enjoy the Tar River on any given day. Keeping the dollars in this budget for the Town Common is important because it could be the next hand to play as a community and, in his opinion, funding the Town Common and the Tar River projects is an ace in the hole.

Motion was made by Council Member Connelly and seconded by Mayor Pro-Tem Smith to direct the City Manager to present a budget based on a revenue neutral tax rate and to not include in the budget the purchase of the Imperial Tobacco Warehouse.

Mayor Thomas asked if the \$51.3 revenue neutral tax rate is included in the budget, will that preclude the City from being able to fully fund its roads mandate.



City Manager Lipscomb responded yes. Also, the \$51.3 revenue neutral tax rate will affect the public safety positions and the additional funding for the Town Common. Assistant City Manager Cowin stated to go down to \$51.3 reduces \$1 million worth of tax revenue from the revaluation. That would remove the increase in the public safety officers and the additional funding for the Town Common. The Imperial site is being funded by the sale of the police/fire parking lot so that is one time money. If the City does not purchase this site, that is \$1,040,000 of one time money for another purpose. If the City is going down to \$51.3, the additional public safety positions and the additions to the Town Common would not be funded, plus the City still has a \$416,000 budget reduction to overcome.

Council Member Connelly stated that he has devoted time to crunching ad valorem taxes because this budget means a lot to him. He asked for different things and none of them are in this budget. There are so many places where the City can save money. The City has a history of going into real estate transactions that have been absolute failures and money was wasted such as the Uptown Theater (\$575,000), GO-Science (\$378,000), and the recent project at 610 Roosevelt Avenue (an additional \$71,000). What numbers are available that will justify that the City will have a \$1.2 million sales price? Within an hour, he could probably come up with enough money in this budget to be able to fund the additional public safety positions. There is no problem with running an efficient government, and the City can easily do that. There being \$3 million of additional revenue and staff stated that City has "limited capital" initiatives is scary.

City Manager Lipscomb stated that the work related to the limited capital was for the City Council's goals and objectives, and the City Council stated to do all of Town Common. She said that the City had limited capital funding because of that project, which was not funded at the \$10 million plus level that was in the plan.

Council Member Godley asked if the Town Common was the #1 priority, why wasn't there more money set aside in the beginning and why did the City spend its money on other items such as a warehouse as opposed to the #1 priority.

City Manager Lipscomb responded that the City Council had given prior direction related to some of these other initiatives so she tried to balance them out in the budget.

Council Member Godley recommended that the City Council should take a look at its priorities.

Council Member Smiley stated that there are other one time expenses in the second year of the budget: \$100,000 for a park, \$250,000 for a Fire/Rescue Department addition, and \$350,000 minus \$71,000 for an athletic field. Those one time expenses may solve the second year of the budget, but the City will have a problem in year three.



Council Member Mercer stated that the warehouse is a special and interesting case, which has been discussed. There has been discussion about many other possible cuts and he would like to know specifically what they are.

Council Member Smiley asked in order to balance the budget, given this resolution, what would that mean for FY 2017-2018.

Assistant City Manager Cowin responded that if the City Council cut a one time capital project, it would be cutting one time capital projects in the future because the City is cutting the capital budget.

Council Member Smiley stated that his understanding of the resolution is that the City Council is giving staff a request to cut revenues and a corresponding expense to cut.

There being no further discussion, the motion passed with a 4:1 vote to direct the City Manager to present a budget based on a revenue neutral tax rate and to not include in the budget the purchase of the Imperial Tobacco Warehouse. Mayor Pro-Tem Smith and Council Members Godley, Connelly and Mercer voted in favor of the motion and Council Member Smiley voted in opposition.

Council Member Smiley stated that the City Council has not given staff enough guidance. He recommended inviting staff to identify some of the one time projects such as either part of the Town Common, athletic fields or the addition to the Fire Station. Then the City Council would consider funding some of those projects out of the City's projected reserve balance.

City Manager Lipscomb reminded the City Council of the optional Budget Workshop scheduled for May 23, 2016.

Council Member Mercer announced that for the record, due to a personal matter, he will not attend the optional meeting scheduled for May 23, 2016.

There was consensus of the City Council to hold the additional Budget Workshop on May 23, 2016.

A motion was made by Council Member Smiley to direct staff to continue to budget the 3% merit pay for performance failed without a second.

Motion was made by Council Member Godley and seconded by Mayor Pro-Tem Smith to direct the City Manager to include a 2% pay for performance increase in the budget.

Council Member Smiley stated that all of the data shows the City Council that market is going up by 3%. If the City pays its employees 2% this time, theoretically they are 1% behind market and that is more space that the City has to catch up with later. The City Council's policy is to pay people at market and the suggestion now is to pay people below market without data. If the City Council bases its actions on data gathered out in the community and region, then the City Council has a rationale for its action. If the City



Council simply picks an amount without data, then the City is substituting intuition for actual evidence. That is a frustrating thing to see.

Council Member Mercer stated that this is a tight budget and he supports the 2% pay for performance increase. The City Council needs to understand that the City cannot trend this way continually year in and year out or the City is going to be paying its employees below market, and that is his concern. This should be a central discussion going forward, if the City Council does adjust the increase to 2% this time and understands that this is going to have implications if that trend continues.

There being no further discussion, the motion passed unanimously to include a 2% pay for performance increase in the budget.

REVIEW OF MAY 12, 2016 CITY COUNCIL MEETING

The Mayor and City Council reviewed the agenda for the May 12, 2016 City Council meeting.

CITY MANAGER'S REPORT

Update on East 10th Street

Public Works Director Kevin Mulligan reported that the North Carolina Department of Transportation's (NCDOT) consultant, Kimley-Horn Associates, Inc., will give a comprehensive summary of the safety improvements program for East 10th Street at the upcoming Thursday meeting. Kimley-Horn, Associates, Inc. has been working with the stakeholder groups and many public meetings were held to get comments on the needs for the area from Charles Street to Oxford Road. Certainly, a focal point for many has always been on East 10th Street between Greenville Boulevard and Oxford Road.

Public Works Director Mulligan explained that this is an area with many challenges because there are shopping centers and student housing on the north and south sides and a center lane is being used for multiple needs (a travel and turn lane, an exit and entry, as well as a pedestrian refuge). Clearly, those multiple uses do not mix very well. During the study, the City has implemented a few items: a high visibility pedestrian zone (posted a pedestrian crossing – high pedestrian activity sign essentially where the Food Lion is heading east and west by the Fire Station), 30 existing street lights have been converted to LED as well as the installation of two more lights, and rumble strips have been installed to correlate with that high visibility pedestrian zone.



Public Works Director Mulligan stated that the NCDOT and its consultant have done work on whether a traffic signal at Silver Maple Lane is warranted. If so, the cost is approximately \$150,000 - \$200,000. A median is also being evaluated and, in his opinion, a median would be the most major thing that will make a difference at this intersection. Also, the NCDOT is looking at installing HAWK (High-Intensity Activated crossWalk) signals, which are pushbutton traffic signals operated by pedestrians.

Council Member Godley stated that it was very unfortunate to hear about a young East Carolina University Pirate, who passed away recently after taking a left turn out of Silver Maple Lane.

Council Member Godley asked if there is any update on whether the City can install a stoplight between NC Highway 33 East and Copper Beech Way as soon as possible. Whether that means that the City pays for the stoplight upfront and the NCDOT reimburses the City, and the NCDOT and the City actually paying attention to and completing this project with some urgency. The longer the City waits, more people will be hurt.

Public Works Director Mulligan stated that this is a federally funded, comprehensive, long-term, and expensive project. The City is working with the NCDOT to decide the quickest way to do this and, hopefully, staff will have that information by the Thursday meeting.

Mayor Thomas stated that the City has a Public Information Officer now, so it would be good to do a news release making the public aware of the steps taken by the City thus far.

Council Member Godley stated that the safety of this area of the City has to be addressed. He realizes the City is doing the 10th Street Corridor Study, but some things must be done before the study's completion. East Carolina University is a life-blood of this community and when Pirates get injured or killed, the City should do everything possible to protect one of its strongest assets.

Public Works Director Mulligan stated that the NCDOT wants, along with the City, to accelerate installing this stoplight. The NCDOT and the City are concerned about the City Council's support for the entire project and do not want a single signal installed and then the remainder of the project will go away.

Motion was made by Council Member Godley and seconded by Council Member Connelly to petition the NCDOT and Federal government to allow the City to fund a stoplight at Highway 33 East and Copper Beech Way and that the NCDOT reimburses the City. Motion carried unanimously.

COMMENTS BY MAYOR AND CITY COUNCIL

The Mayor and City Council made comments about past and future events.



CLOSED SESSION

Mayor Pro-Tem Smith moved to enter closed session in accordance with G.S. §143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, said laws rendering the information as privileged or confidential being the Open Meetings Law, specifically Closed Session minutes; in accordance with G.S. §143-318.11 (a) (5) to establish or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease with the proposed property being located at 5300 Northland Drive in Greenville, Tax Parcel No. 74947, owned by Robert J. Gouras, Jr. and Mary P. Gouras for the purpose of office and storage space for the Police and Fire/Rescue Departments; in accordance with G.S. §143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body including consultation relating to the lawsuit, City of Greenville versus W. G. B. Properties, Inc.; and in accordance with G.S. §143-318.11(a) (4) to discuss matters relating to the location or expansion of industries or other business in the area served by the public. Council Member Connelly seconded the motion, which passed by unanimous vote.

Mayor Thomas declared the City Council in Closed Session at 9:38 p.m. and called a brief recess to allow Council Members to relocate to Conference Room 337.

Upon conclusion of closed session discussion, motion was made by Mayor Pro-Tem Smith and seconded by Council Member Godley to return to open session. Motion was approved unanimously, and Mayor Thomas returned the City Council to open session at 10:25 p.m.

ADJOURNMENT

There being no further business before the City Council, motion was made by Mayor Pro-Tem Smith and seconded by Council Member Godley to adjourn the meeting. Motion carried unanimously, and Mayor Thomas declared the meeting adjourned at 10:26 p.m.

Respectfully Submitted

Polly Jones
Deputy City Clerk

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, JUNE 6, 2016



The Greenville City Council met in a regular meeting on the above date at 6:00 p.m. in the Council Chambers, third floor of City Hall, with Mayor Allen M. Thomas presiding. The meeting was called to order, followed by the invocation by Mayor Pro-Tem Kandie D. Smith and the Pledge of Allegiance.

Those Present:

Mayor Allen M. Thomas; Mayor Pro-Tem Kandie D. Smith; Council Member Rose H. Glover; Council Member McLean Godley; Council Member Rick Smiley; Council Member P. J. Connelly; and Council Member Calvin R. Mercer

Those Absent:

None

Also Present:

Barbara Lipscomb, City Manager; David A. Holec, City Attorney; Carol L. Barwick, City Clerk; and Polly Jones, Deputy City Clerk

APPROVAL OF THE AGENDA

Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Smiley to approve the agenda. Motion carried unanimously.

PUBLIC COMMENT PERIOD

Ben Johnson – No Address Given

Mr. Johnson expressed his concern about the Sycamore Hill Bell Tower Project for the Town Common and the Albermarle Avenue area. His grandmother is one of the original founders of the Sycamore Hill Missionary Baptist Church and that is very dear to him. The radio tower may not be removed from the Town Common. In the 1930s and 1940s, Albermarle Avenue was known as “the block” where people gathered on the weekends, but nothing has happened for many years in that area. It was a major haven as well as 5th Street, but seemingly everything in this City is more important than Albermarle Avenue yet everybody is paying taxes. While he is appreciative of the things that were done and the services provided in West Greenville and North of the River, these and other areas are in need other than the downtown area.

John Laffiteau – Rodeway Inn & Suites, 301 Greenville Boulevard SE

Mr. Laffiteau made comments about his involvement in a personnel matter that occurred at the Sheppard Memorial Library, stating that the camera evidence and the patrons' testimony do not seem to corroborate the testimony of the Library's staff. Therefore, he would like to consider other sources of evidence in addition to what staff has, which does not seem to prove the case significantly. When there is conflicting evidence, another source of evidence is sought, and he has asked that he and the Library staff take lie detector tests for that purpose.

SPECIAL RECOGNITION

Recreation and Parks Director Gary Fenton recognized and presented awards to the members of the Eppes Ensemble and their Music Instructor. On May 13, 2016, participants in the music programs at the Eppes Recreation Center were invited to perform at a pre-concert associated with the North Carolina Symphony in Raleigh. The members of the Eppes Ensemble include Karen Amado (on violin), Lucas Mebane (on violin), Jay Mebane (on cello) from J. H. Rose High School, and Richard Patterson, Jr. (on violin) from E. B. Aycock Middle School. These students have been led by Music Instructor Austen Land at the Eppes Recreation Center. Also, Mary Patterson was instrumental in helping to make this possible. The Symphony creates the program, "Ovations", in order to give students, community groups, and musicians an opportunity to perform in front of a live audience. Our group in Greenville was invited to perform on May 13, 2016 in Raleigh.

Mayor Pro-Tem Smith, Council Member Smiley, and City Manager Lipscomb attended the pre-concert. The Eppes Ensemble is the only group from the Recreation and Parks Department and Eastern North Carolina that was invited to be part of the Symphony during the 2015-2016 season. The students represented Greenville well.

Mayor Pro-Tem Smith stated that she cannot say enough words about the students' performance. Individuals are interested in different things related to recreation, but when these youth's involvement and interest in music were first brought to her attention at the Eppes Recreation Center, it was awesome. She is doing everything possible to support them and was unaware that these musicians are as good as they are until their performance at the Symphony. She was shocked and proud to receive comments from people from Eastern North Carolina stating that this is what is needed in this area. Without the arts, we stifle a lot of what the kids can do.

City Manager Lipscomb stated she and the Council Members were certainly impressed by the Eppes Ensemble's performance and under the leadership of Music Instructor Land, the students made the City of Greenville proud. People were astounded that such talent was being performed in the State's capital. It was absolutely magnificent.



CONSENT AGENDA

City Manager Barbara Lipscomb introduced the following items on the Consent Agenda:

- Minutes from the February 11, 2016 City Council meeting
- Resolution amending the City of Greenville Personnel Policies to add Ethics and Conflicts of Interest Policy – (Resolution No. 031-16)
- Resolution amending the City of Greenville Personnel Policies to allow the waiver of the probationary period for employees reclassified to a lower or lateral classification due to reorganization or restructuring – (Resolution No. 032-16)
- *Removed* Consideration of reclassification request and a resolution amending the Assignment of Classes to Pay Grades and Ranges (Pay Plan)
- *Removed* Transfer and Operating Agreement with East Carolina University for Equipment Acquired with a Golden LEAF Grant
- Police Services Contract and Operational Memorandum of Understanding between the City of Greenville and the Greenville Housing Authority
- Resolution approving the grant of right-of-way and an easement to the North Carolina Department of Transportation upon property owned by the City for the use and benefit of Greenville Utilities Commission in connection with the Southwest Bypass Project – (Resolution No. 033-16)
- Resolution approving the grant of right-of-way to the North Carolina Department of Transportation upon property owned by the City and Pitt County in connection with the Southwest Bypass Project – (Resolution No. 034-16)
- Ordinances and reimbursement resolution amending Greenville Utilities Commission’s FY 2015-16 budget and various capital projects budgets - (Ordinance Nos. 16-023, 16-024, 16-025, 16-026, 16-027, 16-028, 16-029, 16-030 and 16-031 and Resolution No. 035-16)
- *Removed* Revised Financial Policy Guidelines
- Report on Bids and Contracts Awarded
- Various tax refunds greater than \$100



- *Removed* Budget ordinance amendment #9 to the 2015-2016 City of Greenville budget (Ordinance #15-032) and amendment to the Project Budget Ordinance (Ordinance #15-053)

Council Member Connelly requested to remove four items from the Consent Agenda for separate discussion, including consideration of reclassification request and a resolution amending the Assignment of Classes to Pay Grades and Ranges (Pay Plan); transfer and Operating Agreement with East Carolina University for Equipment Acquired with a Golden LEAF Grant; revised Financial Policy Guidelines; and Budget ordinance amendment #9 to the 2015-2016 City of Greenville budget and amendment to the Project Budget Ordinance.

Council Member Smiley suggested moving those four items after the City Council's discussion of the COPS Hiring Grant Application for the Police Department.

Motion was made by Council Member Smiley and seconded by Council Member Godley to approve the remaining items under the Consent Agenda. Motion carried unanimously.

PUBLIC HEARINGS

PUBLIC HEARING ON PROPOSED FISCAL YEAR 2016-17 BUDGETS INCLUDING PUBLIC HEARING TO BE HELD CONCURRENTLY ON PROPOSED STORMWATER MANAGEMENT UTILITY RATE INCREASE

City of Greenville including Sheppard Memorial Library and Pitt-Greenville Convention & Visitors Authority

City Manager Barbara Lipscomb stated that at its May 23, 2016 meeting, the City Council directed staff to bring back the budget in a particular format and staff will present that this evening. An additional section has been added regarding a look ahead for the next five years in terms of capital projects.

Assistant City Manager Michael Cowin summarized the budget as it currently stands. The proposed budget for the City of Greenville for all funds is approximately \$390.7 million including the following:

2016-17 Proposed Budget

City Managed Funds	\$129,424,644	33.1%
Sheppard Memorial Library	2,528,942	0.6%
Convention & Visitors Authority	1,215,824	0.3%
Greenville Utilities Commission	<u>257,499,629</u>	<u>65.9%</u>
Total	<u>\$390,669,039</u>	<u>100.0%</u>



The General Fund proposed amount for FY 2017 is \$80,780,885. That is about 62% of the overall budget. \$80,913,134 is the proposed amount for the FY 2018 Financial Plan. The General Fund increase of 3.4% from FY 2016 to FY 2017 includes Debt Service for bond funding of approximately \$539,500. The net increase excluding the bond funding is approximately 2.7%.

Assistant City Manager Cowin gave the highlights of the proposed FY 2016-2017 Budget. The property tax rate is at 51.3¢, which is the revenue neutral rate. It includes Debt Service of a \$539,500 increase to fund approximately \$8 million of the 2015 General Obligation Bond (GO Bond) projects. That equals about 8¢ on the property tax rate with the remaining funds anticipated to be spent in FY 2019. The proposed budget also includes an increase in public safety positions (\$319,324): a police grant pool between 2-4 positions and 3 Fire/Rescue positions. The police grant pool will serve as a match for additional police positions through grants and the City has also applied for additional Child Victim Advocate Program grant funding for 1-2 positions. \$35,000 is included in the proposed FY 2016-2017 budget to fund the Summer Youth @ Work Program. Also, this budget includes about \$1.3 million appropriated to the Town Common Project made up of both recurring and one time funding over the next two years:

	Budget 2016-17	Plan 2017-18	Total
General Fund- Recurring Funds	159,183	302,075	461,258
General Fund- One Time Funds	692,480	-	692,480
General Fund- Fund Balance	-	158,958	158,958
Total	851,663	461,033	1,312,696
Proposed Budget Funding	1,466,374		
Revenue Neutral Budget Funding	1,312,696		
Difference	(153,678)		

A 2% salary increase is proposed totaling \$805,750 (\$400,000 per percentage). This 2% increase will allow for the reinstatement of the merit program in order to stay competitive with the external marketplace. The proposal is to follow a format similar to Greenville Utilities Commission, which would include a .5% market increase as well a 1.5% merit increase to have a consistent pay program. The budget includes a 3% vacancy allowance based on historical experience.

Assistant City Manager Cowin stated that the OPEB contribution has been increased within this budget for FY 2016-2017 by \$50,000 to match the \$500,000 goal that was established many years ago by the City Council. An actuarial study will be performed this fall to determine where the City stands in regards to the funding for this program.



The facility improvements budget stands at \$1,590,000 for 2016-2017. This was a program that was established back in 2015 with a 1% increase in the property tax rate as well as redirections from different departments in order to fund the deferred maintenance projects of the City. The 2017-18 Financial Plan amount is \$1,642,000.

The General Fund budget includes appropriations of about \$6.1 million over the next two years to fund various capital projects:

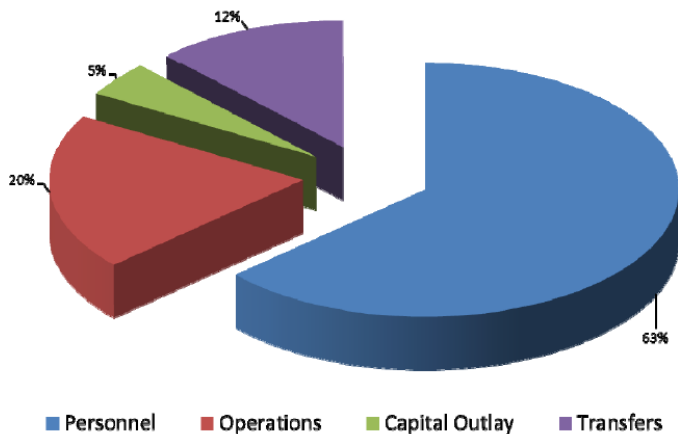
FY2016-17 Proposed Budget	\$3,623,611
FY2017-18 Financial Plan	\$2,496,446

By no means does this General Fund budget cover the overall scope of projects to be underway by the City. Looking across all city managed funds, there is \$29,320,889 worth of projects that will be maneuvered over the next two years. The priority capital projects are outlined as follows:

	FY2016-17	FY2017-18	Total
Town Creek Culvert (Stormwater Fund)	\$ 7,332,995	\$ 7,332,995	\$ 14,665,990
Street Resurfacing (Incl Bond Money)	3,500,000	3,500,000	7,000,000
Dickinson Parking Project	1,961,266	-	1,961,266
West Fifth Streetscape (Bond Project)	1,950,000	-	1,950,000
Town Common Renovation	851,663	461,033	1,312,696
Sidewalk Construction (Bond Project)	503,000	500,000	1,003,000
South Greenville Athletic Fields	365,000	-	365,000
Tar River Legacy Plan	100,000	219,000	319,000
Street Light Improvements	100,000	100,000	200,000
Westside Park	300,000	200,000	500,000
ECU Neighborhood Area Cameras	21,970	21,967	43,937
Total	\$ 16,985,894	\$ 12,334,995	\$ 29,320,889

Assistant City Manager Cowin gave information regarding the FY 2016-2017 General Fund revenue budget, stating that this budget stands at \$80,780,885, which is comprised approximately of two-thirds of that revenue in the form of property tax revenues as well as sales tax revenues. With the GUC Transfer In, Utilities Franchise Tax, Motor Vehicle Taxes, Rescue Service Transport services, there are about 7-8 line items that make up over 90% of the overall General Fund Revenues.

To follow suit with that, the FY 2016-17 General Fund expense budget – the City is leveraged with Human Resources to carry out the functions of this government. 63% of the overall budget is for personnel costs with operations coming in at 20%.



Expense by Department	
Personnel	\$ 51,176,916
Operations	16,138,345
Capital Outlay	3,623,611
Transfers	9,842,013
Total	\$ 80,780,885

Assistant City Manager Cowin stated the following about each of the Other Funds:

- Debt Service Fund*
The Debt Service Fund has been adjusted to accommodate the first half of the bond projects including the 2015 GO Bond. It equals about 8¢ on the tax rate.

DEBT SERVICE FUND				
2014 Actual	2015 Actual	2016 Original Budget	2017 Proposed Budget	2018 Financial Plan
\$ 4,235,786	\$ 4,799,997	\$ 4,882,683	\$ 5,433,438	\$ 5,448,934

- Transit Fund*
The Transit Fund amounts for the next two years are \$2,530,012 and \$2,773,992.
- Fleet Fund*
Approximately \$4.2 and \$4.3 is budgeted for the next two years for the Fleet Fund. The City will undergo an internal review of the Fleet Fund over the next year to insure that the City is doing everything possible to optimize efficiency between the General Fund and the fleet operations.
- Sanitation Fund*
The Sanitation Fund budget stands at \$7.6 million in revenue expenses for the next two years. It includes increases for curbside and multifamily rates of 50¢ per



month for FY 2017 and 25¢ for FY 2018. 2016 is the last year scheduled for the backyard service at \$44.30 monthly except for those citizens with medical necessity. The proposed curbside rate is \$15.75 for FY 2017.

- *Housing Fund*

The Housing Fund is for the program based on funding through CDBG/HOME Plan. It is proposed at \$1,416,027 for FY 2017 and \$1,431,149 for FY 2018.

- *Stormwater Fund*

This budget is proposed at \$5,850,219 for FY 2017 and \$5,928,998 for FY 2018, which also includes an increase in rates of 50¢ monthly per the five-year plan.

- *Health Fund*

This fund will be scrutinized heavily over the next few months. Moving forward with an employee health clinic has been discussed and the clinic will be developed. Also, the health plan structure and rates will be reviewed. Staff will bring back recommendations to the City Council in the fall to make sure the City is moving closer to the 80/20 split.

HEALTH FUND				
2014 Actual	2015 Actual	2016 Original Budget	2017 Proposed Budget	2018 Financial Plan
\$ 10,429,003	\$ 11,638,848	\$ 14,037,440	\$ 12,785,572	\$ 13,135,690

- *Facility Improvement Fund*

Deferred maintenance projects are scheduled for the next two years. The proposed amounts for this fund are as follows:

FACILITY IMPROVEMENT FUND				
2014 Actual	2015 Actual	2016 Original Budget	2017 Proposed Budget	2018 Financial Plan
\$ -	\$ 752,770	\$ 2,317,630	\$ 1,590,000	\$ 1,642,000

- *Vehicle Replacement Fund*

This Fund stands at \$5,066,743 for FY 2017 and \$4,934,770 for FY 2018. Based on the replacement schedule, a significant amount of the fund balance will be used. The contributions from the General Fund in comparison to the proposed replacement schedules should be looked at closely over the next few years.



- *Capital Reserve Fund*

The Capital Reserve Fund stands at \$2,083,419 for FY 2017, which includes \$1,961,266 appropriated for the Dickinson Area Parking Project. The budget does not include the estimated \$500,000 that it would take to harden the Dickinson Area Lot for a potential parking deck. \$122,153 is appropriated for the Westside Park to fund the purchase of property as well as the development of that park over the next two years.

City Manager Lipscomb gave information regarding the five-year General Fund forecast based on the City’s projected needs. Staff has identified a forecast of the General Fund revenues less expenses:

Expense	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023
Beginning General Fund Budget Expense	\$ 78,105,680	\$ 79,280,885	\$ 80,913,134	\$ 83,458,027	\$ 85,896,218	\$ 88,195,374	\$ 90,854,172
Projected Increase in Recurring Expenses (FY2018-22, See Note)							
Personnel/Operational Expense Increase- 2.0% Annu	1,123,901	1,632,249	1,664,894	1,698,191	1,732,155	1,766,798	1,802,134
Public Safety Positions- (Police & Fire)	319,324	-	-	-	-	-	-
Additional Police Officers (6)- (Grant Pool)	-	-	280,000	140,000	-	-	-
2015 G.O. Bond Debt Service	539,500	-	600,000	-	-	-	-
City-Wide Traffic Signal Upgrade (City Share)	-	-	333,333	333,333	333,334	-	-
* Street Resurfacing	-	-	-	-	-	-	-
* Street Lighting	-	-	-	-	-	-	-
Town Common Project	692,480	-	-	-	-	-	-
* Tar River Legacy Plan Projects / Grant Match	-	-	-	-	-	-	-
Debt Service Related to Future G.O. Bond Issue (\$12	-	-	-	600,000	-	300,000	-
Additional Fire/Rescue Positions (9)- New Fire Statio	-	-	-	-	567,000	-	-
14th Street Project (Sidewalks)	-	-	-	-	-	-	240,000
Firetower: NC43 to 14th Street (Sidewalks)	-	-	-	-	-	130,000	-
Firetower/Portertown: 14th Street to 10th/NC33 (S	-	-	-	-	-	462,000	-
* Park Improvements (Existing)	-	-	-	-	-	-	-
* Pedestrian Safety	-	-	-	-	-	-	-
Total Projected Recurring Increases	2,675,205	1,632,249	2,878,227	2,771,524	2,632,489	2,658,798	2,042,134
Ending General Fund Budget Expense	\$ 80,780,885	\$ 80,913,134	\$ 83,791,360	\$ 86,229,551	\$ 88,528,708	\$ 90,854,172	\$ 92,896,306
Revenue							
Beginning General Fund Budget Revenue	\$ 78,105,680	\$ 79,280,885	\$ 80,913,134	\$ 82,531,396	\$ 84,182,024	\$ 85,865,665	\$ 87,582,978
Projected Revenue Growth (2.0% Annual)	2,675,205	1,632,249	1,618,263	1,650,628	1,683,640	1,717,313	1,751,660
Ending General Fund Budget Revenue	\$ 80,780,885	\$ 80,913,134	\$ 82,531,396	\$ 84,182,024	\$ 85,865,665	\$ 87,582,978	\$ 89,334,637
Projected Annual Budget Shortfall	\$ -	\$ -	\$ (1,259,964)	\$ (2,047,527)	\$ (2,663,043)	\$ (3,271,194)	\$ (3,561,669)

City Manager Lipscomb explained that the General Fund budget expenses for FY 2018 are estimated at \$80,913,134. That amount moves forward to FY 2019 and then staff adjusted that every year for what is a modest projection of revenues and expenses, which is 2%. There is revenue growth matching the 2%. The only reason the numbers are not the exact same is because some personnel and operational expenses have been built in at 2% into this financial profile. As the City adds more employees or staff knows of any operational costs then that will increase the expense line slightly. If staff adds things that will be recurring then those are built into the operational line moving forward.

Looking at the projects that the City has through the years, additional police officers in terms of a grant pool will be established for a total of 6 positions for fiscal years 2019 and 2020. Debt Service on the remaining portion of the 2015 GO Bond will come into play in FY 2019. From the MPO, there will be a traffic signal upgrade. The City shares this project, which is about a \$1 million project. It is unknown exactly when this project will occur.



Staff will have more information by January 2017, but staff put in the \$1 million as a placeholder and timeframe because at some point the City will have to have its share.

City Manager Lipscomb stated that there is no additional money in the street resurfacing, street lighting, Town Common, and the Tar River Legacy projects, but the City Council stated that it would like to do a bond issue about every four years then the next opportunity from 2015, if the City Council decided to wait the 4 years would be 2019. Under 2020, there is \$6,000 flowing in for a \$12 million bond issue in 2020, that is two-thirds upfront and the remainder in 2022. If that bond issue was to include a fire station, then additional firefighters would be needed. So, the fire fighters costs have been built in for 2021 after the station is built and those expenses will continue to flow into 2022 and 2023.

City Manager Lipscomb stated that when NCDOT does its street projects, it does not build sidewalks. Therefore, there is funding for the 14th Street Project for sidewalks in FY 2023, including the Firetower Road sidewalk from NC 43 to 14 Street, and from Firetower to Portertown Roads. Those funds would be due around FY 2022. Staff eliminated any additional parking improvements and pedestrian safety improvements. There are challenges ahead, and this is a look ahead to give the City Council a perspective on where the City is and where it might be going.

Mayor Thomas asked if the projection is no increased allocation or forecast for street lighting and street resurfacing from 2017 to 2023.

City Manager Lipscomb responded no. One thing that could change is in FY 2020, the City will have another re-valuation period. If properties are growing and the economic development efforts are working, the City might be able to have more revenue that would come forward at that point. She did not build that into this pro forma. The City is not aware of the signal traffic upgrades or when the NCDOT projects will occur so, the City should start focusing on that and looking ahead.

Mayor Thomas asked whether it is prudent to expect steady growth of 2% over the next eight years.

City Manager Lipscomb responded that the steady growth of 2% is over the next five years. The budgets are pretty much balanced for FY 2017 and FY 2018, but the City will be extremely challenged. That is a challenge and opportunity every year. Staff balances the budget and looks to find new resources and presently, staff is working on resources with the City's congressional liaisons and others.

Council Member Connelly asked between FY 2017-2018, if staff is projecting the General Fund budget expenses to increase 1.5%, why is staff projecting such a high increase of 3% in the City's General Fund budget expenses. That is a large jump for the next three fiscal year cycles as opposed to what staff is showing for FY 2017-2018.



Assistant City Manager Cowin responded that a regular 2% increase in the operating cost is all the City's revenues will cover. If the City's operational revenues are increased 2% and operational, inflation, benefits, salaries and cost of doing business expenses are increased to 2%, then there leaves no other room for any additional projects.

Council Member Connelly stated that he has been preaching for months about the City having a 2% revenue growth, but increasing its expenses by 3%. That is a serious problem.

Mayor Pro-Tem Smith asked how many traffic signals the City actually operates.

Public Works Director Kevin Mulligan responded that this is for all 130 traffic signals in the City. The City owns 30 and maintains all of the 130 traffic signals. The State pays the City \$175,000 annually for maintaining the other 100 traffic signals.

Mayor Pro-Tem Smith asked whether the \$175,000 is the proper amount to maintain each of those 100 traffic signals.

Public Works Director Mulligan responded that amount has covered the maintenance and the City is renegotiating a contract with the State for this year.

Mayor Pro-Tem Smith asked why would the numbers be so high for FY 2020 and FY 2021.

Public Works Director Mulligan responded that it is an \$8 million replacement for the fiber and hardware so everything that essentially comprises each traffic signal is \$150,000 at each intersection. That is all the fiber that connects it, so it is a pretty massive overhaul of the City's traffic signal system.

Mayor Pro-Tem Smith asked whether the amount is extremely high because the State does not pay for the portion that the City must maintain.

Public Works Director Mulligan responded that it is an 80/10/10 plan. The Federal is paying 8 million and the City and State are paying \$1 million.

Council Member Smiley stated that the street surfacing line has nothing on it meaning that what is currently in the budget would stay there, which is \$1 million at the moment. The five-year General Fund forecast chart does not propose any growth in that.

City Manager Lipscomb responded that is correct.

Council Member Glover asked how much would the \$1 million cover toward street maintenance.

Public Works Director Mulligan responded that the \$1 million would cover 8-12 lane miles. It is roughly \$100,000 a lane mile. For example, if the City is milling two inches of asphalt



and putting two inches of asphalt back, a lane mile is \$100,000. For a four-lane road, a mile of road would be \$400,000.

Council Member Glover asked with only \$1 million for street maintenance, would the City be able to take care of one full street or a couple of streets.

Public Works Director Mulligan stated that the City has the bond projects. Work will be done on all of Arlington Boulevard, parts of Hooker Road, Fifth Street and several other streets. The major focus is on Arlington Boulevard and other major roads.

Council Member Glover stated that when the bonds were voted upon, she was not assuming that all of the funds would go towards the resurfacing of Arlington Boulevard and other roads. Greenville Boulevard from Arlington Boulevard from the Howard Drive part looks as though it has been resurfaced plus Red Banks Road and other roads could handle more traffic. Her concern is there are no monies for street lighting and resurfacing in other communities. If the City resurfaced all of the potholes that would probably cost \$1 million and there would be no more money for streets.

Council Member Glover stated that is what happens to neighborhoods with streets needing to be resurfaced and the City is not allocating money for street maintenance. These people who are living in those neighborhoods voted on the bond, and she encouraged her constituents to do the same because she felt that the City would take care of the streets that are in poor condition. At some locations, there are water problems and that will continue, if those problems are not corrected. The City Council should look at this budget again and wisely. She is not satisfied with this and cannot imagine that staff is presenting a budget with no street lights and resurfacing improvements.

Mayor Thomas stated that for the past several decades, the City has been kicking the can down the road. The City's actual true cost to keep up on regular maintenance is about \$2.5 million per year. The City has multiple years of only spending \$400,000. That has caused, year after year, a crumbling of the City's road system, which has cascaded. That is the reason for the need of the bond because of the 100 lane miles that have gotten so bad.

Mayor Thomas asked what happens if the City starts falling back again into not properly taking care of its infrastructure. Will the City end up in another bond situation within a few years?

Public Works Director Mulligan responded that is correct. If the City can get to the roads early, they can be resurfaced easily and if not, the roads will be rebuilt and that is more expensive.

Mayor Thomas stated that the City is \$1.5 million short for staying up with regular road maintenance and that continues throughout 2023, based off the revenue that the City has to work with.



Public Works Director Mulligan stated that is correct.

Council Member Connelly stated that the City Council has gone over the budgets for fiscal years 2017 and 2018. Fiscal years 2019 through 2023 budgets are staff's projections. The people who actually make the final decision for this budget are the City Council Members. The City Council can allocate any funds in the budget. To say that the City is not going to do any streets for the next five years after these proposed budgets, that is incorrect.

Mayor Thomas stated that this is based off this year's drivers. It is based off something that is concrete. If what is being suggested is that the City Council will look at doing a bond again on a recurring cost, he feels that is incorrect.

City Manager Lipscomb stated that moving forward there are some projects that the City Council discussed that could be potentially funded with fund balance. The Dickinson Parking Project surface hardening is one of the things that have come to light. Based off its federal legislative lobbyist and the discussions with the congressional offices, in order to move the I-264 designation as an interstate, the City needs to do an economic study and cost analysis, which may be potentially about \$100,000. That is a cost that the City will share with the County and there will be discussions with the County on that piece. City Manager Lipscomb stated that also, there is the purchase of the Imperial Tobacco Warehouse for \$1 million and the Greenfield Terrace Park Expansion, which is a grant matched funding project. These are two projects that the City Council may want to consider and there are certainly more than \$2 million in fund balance. Usually, the City Council makes this decision at the close of the audit, but the City Council could make decisions at any time on using any excess fund balance.

City Manager Lipscomb stated that regarding the point made about a future GO Bond, around FY 2020, there would be funding for a new GO Bond. In order to do that bond, if the City would do it in 2020, the City would be running a campaign somewhere around 2019. In no specific order, the following are some of the projects for which the City Council could potentially use bonding:

- South Side Fire Station
- Town Common Development
- Tar River Legacy Plan
- Parking Garage (Approximately \$7M with City Portion \$3M)
- Town Common to River Park North Greenway
- Westside Greenway (Approximately \$350K)
- Eastside Greenway (Approximately \$860K)
- Street, Sidewalk, and Other Pedestrian Safety Improvements
- Extreme Sports Park Development (Old Landfill Area)
- Go Science
- Community Parks - To be Determined
 - East Side Park Development
 - Rivers Edge Park Development



- Southwest Park Land Acquisition and Dev (Thomas Langston Area)
- South Central Area Park Land Acquisition and Development
- Paramore Park Improvements

Mayor Thomas asked if those projects are based off the recommendations by the Bond Advisory Committee.

City Manager Lipscomb stated those are projects that people talked about, including the Mayor, City Council and City staff, during her three years of employment with the City. The Bond Advisory Committee recommended the transportation bond and a major sports facility, for which the Convention and Visitors Bureau is undertaking a study. Another group is looking at a performance arts center. Those are projects that probably have regional impact and could potentially be funded through a local food and beverage tax like some of the other municipalities are doing.

Mayor Thomas requested that staff send the City Council a full list of the items recommended by the Bond Advisory Committee.

Mayor Thomas asked about the Committee's recommendation for future road maintenance. Assistant City Manager Merrill Flood stated that it was the funding of street improvements over \$1-\$2 million annually.

City Manager Lipscomb stated that was a recommendation to increase the City's funding until it was up to \$2.5 million on an annual basis.

Mayor Thomas declared the public hearing open and solicited comments from the audience.

Barney Kane – No Address Given

Mr. Kane made comments about the City's FY 2016-2017 Budget, stating that the City's tax base increased as well as the need for services. Some on the City Council want to keep a revenue neutral budget in spite of the fact that it needs increased. Some on the City Council Members want to cut the budget like him when he served on the Board of the Greenville Utilities Commission (GUC). If he had cut everything he wanted to cut, he might have saved dollars, but he would have cut the morale of the individuals working at the GUC. The City should invest in its employees and the City. Also, the City should buy the Imperial Tobacco Warehouse.

Mr. Kane stated that the City spends about \$515 million that people in Greenville pay on ownership and operation of automobiles. Two or three days of automobile expenses would pay for a 3% raise and make the difference between the 2% and 3% raise and buy the Imperial Tobacco Warehouse. It would not be noticeable, if the City spent some of that money making sure there are more efficient streets and cut the costs on what is spent, particularly on motor fuels.



Mr. Kane stated that to call 2% a merit increase is almost a slap in the face. He has never met a City employee who did not treat him with respect and serve him grandly and he believe in the citizens paying the price of a good City and its vibrant and growth.

Nancy Colville -113 Lord Ashley Drive

Ms. Colville stated that she attended all of the budget workshops and knows who answered what questions and the answers that were received. This City Council has inherited a hell of a mess because poor decisions have been made by previous city councils. She appreciates and is supporting everything that the two new City Council Members have decided to do.

Ms. Colville stated that the City of Greenville needs police officers, emergency services, sidewalks and all of that has been delayed in the last few years. Economic development is a great thing, but it is not the first thing. She is not in favor of purchasing the Imperial Warehouse. Greenville has continued to grow and is making progress, but it will not be Raleigh or Wilmington because the City does not have a beach. The City cannot continue to let the average person's taxes go up so that others can benefit.

Ms. Colville stated the City employees have good pay and benefits and a steady job, but if they are not happy with their employment with the City, they can seek employment somewhere that pays better and gives better benefits. She promises that the City will receive 100 applications the moment the jobs are posted for people who need a job and might be better employees. 2% is adequate for the City employees' merit pay increase.

Greg Rubel – 1511 East 5th Street

Mr. Rubel stated that there is some division on the City Council this evening and at previous discussions about revenue neutral versus the higher tax rate. In essence, if the tax rate is lowered and split in the middle, it would be a win for everybody. The citizens will get a little more money to work with.

Mr. Rubel stated that for years, the Greenville Police Department has not been supported sufficiently. There have been a number of new issues with texting and traffic accidents and hopefully, the City will get the redlight cameras. He is an advocate for a safer community and street maintenance and improvements as the City grows.

Ben Johnson- No Address Given

Mr. Johnson stated that most people earn at least \$15,000 annually, and it is hard to live and pay bills without an income. Often, he speaks with people who are employed at the stores such as the Family Dollar and are paid \$7.25 hourly. Most of them have two jobs and no transportation to move them from point A to point B creating more expenses including monthly payments for a car, insurance, taxes and gas. So the City has to pay people money, and money is needed to move the City.

Mr. Johnson reported that for the past two years, several pastors have complained about the poor street lighting system on Mumford Road. It is dangerous at night when exiting the



churches. Hopefully, the city will restore the Imperial Tobacco Warehouse area with stores, beauty salons, and barbershops for the convenience of those who live in that area. Something should be placed in the neighborhood that people can use and if that will not be the case, he is not supportive of the City purchasing the Imperial Tobacco Warehouse.

Ryan Beeson – 108 North Summit Street

Mr. Beeson urged the City Council to support a revenue neutral budget, stating such a budget and allowing a reduction in property taxes to the citizens of Greenville would be a huge step forward in job creation and growth. Many students would like to call Greenville their home beyond their traditional undergraduate experience at East Carolina University, but unfortunately many times, they relocate to Raleigh and Charlotte, which have better job opportunities. The reduction in property tax would mean more money in the hands of citizens and more money going toward private enterprise and job growth.

Margaret Hrushesky – 117 Grovement Drive

Ms. Hrushesky spoke in favor of monies in the budget for GPD. She is very happy about its plans for the area at Westpointe. She is supportive of any budget that would help them do their jobs without burnout from too much stress and to keep retention. She heard at one of the meetings that a 2.3 officer per 1,000 citizens would be a reasonable projection budget wise.

Tom Taft – No Address Given

Mr. Taft recommended that the City Council consider a budget approach that maintains a positive fund balance. That might reduce the tax rate a small bit. 50¢ to 52.1¢, as suggested by a citizen, makes sense and maybe increase the motor vehicle tax and dedicate that money to road maintenance in Greenville. As the City has new citizens to come to the City with new automobiles that are using those roads, it is an opportunity to have additional revenue to pay for the additional damage that those cars do to the City's roads.

Mr. Taft asked the City Council to consider a revenue approach that reduces the tax rate only slightly, that looks for a new source of minimum revenue, and that maintains a positive fund balance that allows the City to do things that Greenville needs to have done. The Imperial Tobacco Warehouse is an opportunity for the City to acquire that and to insure that it can be used for things that benefit all citizens.

Mr. Taft stated that lights and cameras are needed especially in District #2 to make our neighborhoods safer. Funding for the Westpointe Park, Eastside Park and the Tar River Legacy Plan at Town Common is good for Greenville to promote economic development and quality of life. There should be full funding for the 10 police officers and street maintenance in the two-year budget. Most importantly are the City employees, who come out in the middle of the night in a storm, when a tree falls in a neighborhood they clean the sewers and when houses are on fire not knowing what to expect, they enter the homes. The City should not try to balance the budget on their backs, and should fund the 100% of the cost of living in the FY 2016-2017 Budget.

Jermaine McNair – No Address Given

Mr. McNair stated that among many other things, business is an investment in growth. The City has to account for growth as the City Council prepares its budget. A few items have been removed and not accountable for in the budget, and the Imperial Tobacco Warehouse project would mean so much to spurring development. It has been years that the City has tried to get people to put their efforts, energy and money into that area. When the City is willing to step up and show that it is committed to an area, other people are willing to commit as well. The lighting and street improvements are important and the City should not show its inconsistencies as citizens break away from old decisions made by previous city councils.

Michael Overton – 3044 Rolston Road

Mr. Overton spoke in favor of the revenue neutral budget, stating that he does not feel that you can cut yourself to prosperity which kind of goes against the thought of revenue neutral. But, he feels that there are efficiencies to be found within where the City is now. Unless the records that he received are incorrect, when looking at a commercial property versus a residential property, about 60% of the commercial properties during reevaluations had increases in their tax values. If Greenville is truly focused on economic development that goes against what the City would want to do when it is costing the commercial property owners that much more.

Don Cavellini – 101 Lancaster Drive

Mr. Cavellini made comments about a revenue neutral budget and the proposed 3% merit increase for City employees stating that he would suggest another term for revenue neutral such as injury neutral or harm neutral. If a physician can take an oath that says do no harm, why can't the City do pretty much the same for residents and workers. He acknowledges the people who talk openly about revenue neutral and worry so much about taxes. If they had the best interest of the City at heart, he honors them for showing an interest and coming to the meetings and holding our elected officials accountable.

Mr. Cavellini stated that some of the City Council members do not know what it means to work with your hands day in and day out and take a risk to your health and safety. That across-the-board .5% does not even come close to accomplishing the purpose if a supervisor decides that a worker does not deserve a 1.5% merit. A 3% across-the-board salary increase is what is required if the City Council wants one new East Carolina University graduate to stay in Greenville to offset whatever increase in health insurance it might be. When employees received a raise in 2012 of 1.5%, most of that was eroded by an increase in their health insurance premiums.

Missy Hill – No Address Given

Ms. Hill stated that whether the City ends up with a revenue neutral or a fully funded budget, many people have said that it was insignificant that they were unaware and were not informed about the 2013 tax rate increase. Therefore, as long as they would get streets and roads resurfaced and repairs and lights in the communities of West Greenville and in the City of Greenville as a whole, that is fine. She asked that the City Council consider what



all the citizens want. There is always an overwhelming reality for the people of West Greenville, which is whenever there is discussion about tax cuts it is usually when it is the items that West Greenville were told about and promised. They were told to wait and the citizens of West Greenville would receive those items, but those citizens have been waiting for a long time and are tired of waiting.

There being no further comments, the public hearing was declared closed.

Council Member Smiley presented his proposed adjustments to the budget:

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	Y1	Y2
Agenda Budget - Revenues Page 157	80,780,885	80,913,134
Comparison #3 (See Chart Below)		
\$0.08 mil rate for bond interest	498,692	498,695
\$0.521 (revenue neutral + \$0.08)		
Vehicles Fees	494,500	494,500
Dedicated to Roads by Statute		
	<u>81,774,077</u>	<u>81,906,329</u>
Agenda Budget - Expenses Page 160	80,780,885	80,913,134
Reduce Excess Payroll 4% vacancy rate	(400,000)	(440,000)
Streets (See Summary Below)		
From Vehicle Fees	494,500	494,500
From General Fund	205,500	505,500
Street Lights & Cameras	150,000	-
COPS Grant Matching Funds	120,000	240,000
Eastside Park	150,000	150,000
Tar River Legacy Plan	150,000	150,000
Reduce Charge to Fund Balance	123,192	(106,805)
	<u>81,774,077</u>	<u>81,906,329</u>
Street Improvement Plan Summary		
Agenda Budget - Page 162	1,000,000	1,000,000
Increase from Vehicle Fees	494,500	494,500
Increase from General Fund	205,500	505,500
	<u>1,700,000</u>	<u>2,000,000</u>

Change in Revenue	Comparison 1	Comparison 2	Comparison 3	Comparison 4
1. Change in Property Tax Rate:	From: 51.3¢ To: 52.1¢	From: 51.3¢ To: 52.5¢	From: 51.3¢ To: 52.1¢	From: 51.3¢ To: 52.5¢
2. Increase in Property Tax Revenue:	\$ 498,692	\$ 748,038	\$ 498,692	\$ 748,038
3. Change in Motor Vehicle Tax:	No Change	No Change	From: \$20.00 To: \$30.00	From: \$20.00 To: \$30.00
4. Increase in Motor Vehicle Revenue:	\$ -	\$ -	\$ 494,500	\$ 494,500
5. Total Increase in Revenue	\$ 498,692	\$ 748,038	\$ 993,192	\$ 1,242,538

This chart taken from "Additional Budget Scenarios" e-mail to Council on 2 June - page 6.

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City Attorney Holec stated that Council Member Smiley would be potentially providing direction to the City Manager to bring something back to the City Council for discussion. As far as anything final, that would be after June 16, 2016.

Council Member Smiley explained that drawing on some of the ideas, if the tax rate is changed to \$0.521, one of the things mentioned is the bond interest for the transportation bond amounts to about \$490,000. So that bond interest would be \$0.08. That would propose a revenue neutral plus \$0.08 or a \$0.521 tax rate, which is about half way between the level tax rate and the revenue neutral rate, which has been proposed. It also proposes that the City pick up the vehicle fee alternate option which is the General Assembly has made available to municipalities. Essentially that would allow license tags to carry a \$10 fee and that fee would be dedicated to roads. That gives a revenue number for Year 1 of \$80,780,885.

Council Member Smiley proposed to adjust the expense side of the budget, stating the expense amount for Year 1 at \$80,780,885 includes a 3% vacancy rate on the City's payroll. If it is assumed that every single employee reports to work every single day, no one leaves the City's employment, and there is no delay in hiring anybody, then that's no vacancy rate. If it is assumed over the course of the year that there are some positions that require more time to be filled or somebody takes unpaid leave, then it does not cost the City 100% of its nominal payroll. Over the past few years, the City's vacancy rate has been 5% or 6%. The current budget proposes a 3% vacancy rate and he is proposing to try to be a little more accurate with that by proposing a 4% vacancy rate. That would free up \$400,000 worth of revenue that is currently being tagged as going to and actually is not going to payroll. It has not over the past 2-3 years. It ends up not being paid out and it falls back into the reserve balance. He is proposing to reallocate it to a more useful purpose, principally streets.

Council Member Smiley stated that \$494,500 comes from the vehicle fees plus an additional allocation from the General Fund of \$205,500 would mean an additional \$700,000 going toward streets on top of the \$1 million currently in the budget. Street lights and cameras have been mentioned 100 times, and he has estimated that cost at \$150,000. A COPS Hiring Grant matching fund would provide 2-4 police officers in Year 1 and perhaps more than that in Year 2. Also, included under expenses is an allocation to Eastside Park (\$150,000) and the Tar River Legacy Plan (\$150,000). The revenues outlined do not add up and the expenses do not add up to all revenues and the result is ending up with \$123,192 that actually reduces the amount of money that the City will draw from fund balance. Council Member Smiley stated that the City Manager's budget proposes about \$150,000 charged to fund balance this year and this would remove part of that.

Council Member Smiley stated that the Street Improvement Plan is a major feature of his proposal. The budget basically proposes that the City will spend \$1 million a year going forward on street maintenance. One of the major initiatives that the City Council has received, over the last few years, is the City desperately needs to increase that. The Bond Advisory Committee recommended \$2.5 million. This proposal takes advantage of the



vehicle fees and the additional revenues coming into the General Fund to put \$1.7 million into the Street Improvement Plan in Year 1 and \$2 million in Year 2.

Council Member Smiley explained that his proposal captures the adjustment of the tax rate from 52.1¢ and the vehicle tax of \$10 per car giving \$993,192 of additional revenue. This summary is an attempt to capture some of the conversation and feedback that he has received.

Motion was made by Council Member Smiley and seconded by Council Member Mercer to direct the City Manager to prepare a budget, which includes a tax rate of \$.52.1, increases the motor vehicle tax from \$20 to \$30 and reduces the excess payroll 4% vacancy rate by \$400,000 and allocates the increased revenue from these changes to streets in the amount of \$494,500 (from increased vehicle fees) and \$205,500 (from General Fund), street lights and cameras for District 2 in the amount of \$150,000, COPS Hiring Grant matching fund in the amount of \$120,000, Eastside Park in the amount of \$150,000, Tar River Legacy Plan in the amount of \$150,000, and reduces the charge to fund balance by \$123,192.

Council Member Glover stated that she is really concerned about the crime, cameras and street lights in the West Greenville area, where the employment rate is the lowest. Her district has six or seven of the most high crime areas in the City. People call her every day about having to crawl on the floors in their houses because shootings occur and gunshots are heard in their neighborhoods. She has heard the pros and cons about street lights, but the lights that were installed on Vance Street and the police officers driving through with the blue lights have calmed that area. If the City was able to do that in other areas in the community that would be a big difference in Greenville. If there are no street lights and cameras in a city's high crime area, the person who is committing all of the crime will not be apprehended. Normally, it is the same 1-4 people committing the crimes in the City.

Council Member Glover stated that is upsetting when she passes through the communities and observes how dark it is without street lights, but so much money is invested in uptown to make it look good. Not enough money is put into the poor and impoverished areas in the City where the unemployment rate is eight times that of the national average. People call her daily about their looking for employment in the City, and if they cannot find any jobs in Greenville, they will leave. The City should do private business partnerships that can create the money for street lights that are needed in the City's neighborhoods.

Council Member Glover stated that it was once a vibrant community where the Imperial Tobacco Warehouse is located -- a hotel and theater and restaurants, barber shops and different businesses were on that corridor. From the lack of not investing in that community, it has become an isolated area and people will not come back to live. The parks do not have adequate lighting and the recreational facilities do not have adequate equipment. She has sat on many city councils who have repeatedly stated that the residents should wait for those improvements. The late Dr. Martin Luther King, Jr. said, "Wait!" which means "never". The City cannot continue to build around a community and



try to fence it off because people will always be in West Greenville. She has seen “never” as well as good things happening in the West Greenville area.

Council Member Glover stated that there has been some great success in West Greenville. The State Employees’ Credit Union is putting \$55 million into the Third Street area and has helped to assist with housing. The City of Greenville has rehabilitated many homes to make it more attractive in the community. People often ask her why is Greenville broke and why does the City not have money to do this or that. There is always a way to do anything because if you on the road and know where you are going you will get there faster, but if you do not know where you are going, you may not ever get there.

Council Member Connelly stated that the revised Financial Policy Guidelines will be discussed later at this meeting. It would be interesting for the City Council to go ahead and raise taxes on the citizens of Greenville and then send off a document stating that the City is trying to lower the burden as much as possible. He feels that one is talking out of both sides of their mouth when doing something like that.

Council Member Connelly stated that the problem is this is not an even tax across-the-board. There are people in the community who are going to see a 50% increase in taxes, others will see a 25% increase and other people will have a positive impact where their property taxes will go down. Not everybody is going to pay an extra cent based off the value of their property. A bunch of people in this City are going to pay more money for their taxes because of a revaluation. Who came up with this revaluation? Why are people in one section of his district experiencing between 12-25% increases in taxes? Some of them are going to pay \$1,000 more to this City. Are they going to receive \$1,000 more in services? 60% of commercial properties here in the City are going to see an increase in taxes this year.

Council Member Connelly stated that the motor vehicle tax is going to affect everybody in the community, except for students. Students do not pay vehicle taxes because their cars are registered elsewhere, and they are the ones who drive up and down the streets, and then they leave Greenville.

Council Member Connelly stated people cannot afford any additional increases such as 50% on their sanitation and stormwater, which every citizen in Greenville pays. In 2014, the taxes went up 2% and there was a 1% increase in 2015. The people of Greenville have experienced enough of taxes. If citizens want a fair tax, the City Council should pass a revenue neutral budget this year and come back and make a proposition that everybody is going to pay a fair tax across-the-board.

By a friendly amendment to the original motion, Council Member Mercer recommended including the purchase of the Imperial Tobacco Warehouse in the FY 2017 budget from fund balance only. This amendment was accepted by Council Member Smiley.

Council Member Godley made comments about doing an appraisal on the Imperial site and traffic signals at intersections. The City Council should look into a revaluation of the



Imperial Tobacco Warehouse before discussing purchasing it out of excess fund balance. Last week, a biker was struck at 14th and Charles Streets. The citizens have seen major bicyclist and pedestrian deaths, pedestrians being hit by cars and things of that nature. The City has to fix this problem.

Council Member Godley stated that if the City is in fact able to sell the Imperial Tobacco Warehouse for more than what the City pays for it, he thoroughly feels that the City should have a sliver of that profit going directly towards pedestrian safety, especially in Districts 1 and 2. He held a series of safety summits in District 3 for street light improvements, crossroads and he has seen crime go down. His interest is in making sure that safety concerns are addressed city-wide and not only in his district. It is important to take measures to make the City of Greenville as secure and safe as possible.

Council Member Smiley stated that the tax rate went down a penny last year. His proposal argues to reduce the tax rate to 52.1 cents. Last year, the tax rate was 54¢ and was changed to 53¢.

Mayor Pro-Tem Smith asked how would the COPS Hiring Grant affect the \$120,000 outlined in those budget adjustments.

Assistant City Manager Cowin explained that the \$120,000 seems to be an addition to what is already included in the City Manager's proposed budget.

Mayor Pro-Tem Smith asked whether that would give the GPD more officers or something different.

Assistant City Manager Cowin responded that it appears there would be 2-4 more police officers in addition to the 2-4 that have already been included in the proposed budget.

Mayor Pro-Tem Smith asked staff to give more information about the street lights and cameras included in the budget adjustments at \$150,000 each.

Assistant City Manager Cowin responded that is not recurring; it is only for the first year and not in the second. That would be in addition to the \$100,000 that is already built into the budget for street lighting.

Mayor Pro-Tem Smith asked whether that \$250,000 is for street lighting throughout the City.

Council Member Smiley stated that the desire for additional street lights and cameras in District 2 was mentioned by City Council Members and several people speaking during the Public Comment Period and this public hearing. There is broad support so those items were included in his recommendation.



Mayor Pro-Tem Smith asked for clarification that \$150,000 is for street lighting and cameras for District 2 only and the \$100,000 is for throughout the City.

Council Member Smiley stated that was the idea presented to him.

Mayor Pro-Tem Smith asked what part of the Tar River Legacy Plan will be funded under the recommended budget adjustments.

Council Member Smiley responded that he has no specific recommendations. There are several items that the City Council could choose from in the Plan.

Council Member Mercer stated that the Tar River Legacy Plan has broad support in the City. It has economic development potential as well as quality of life. His interest in seconding the motion would be to put additional monies for that and moving forward with the Plan. He has no interest tonight in getting involved in the details of where that might go. That would be a matter of staff and/or the Recreation and Parks Commission giving the City Council recommendations and Council Members giving ideas and working it out.

Mayor Pro-Tem Smith asked about the recommendation to reduce the charge to fund balance for \$123,000 for the debt service.

Council Member Smiley stated that the existing budget in the agenda has a \$150,000 charge to fund balance that is essentially balanced by presuming the City will take \$150,000 out of savings for contingencies or something similar. His proposal is that the City reduces the amount that it would need to take from savings by \$123,000. When looking at revenue and expenses, there is \$123,000 more revenue than there are expenses. His suggestion is to put it back in fund balance.

Mayor Pro-Tem Smith asked what is the City doing with the Eastside Park.

City Manager Lipscomb responded that there is an existing master plan for the Eastside Park, but she cannot identify what that is intended for.

Mayor Pro-Tem Smith asked staff to explain the reduced excess payroll with the 4% vacancy rate.

City Manager Lipscomb explained that the City Council has discussed the vacancy factor and increased it to 3% this year. The City has turnover and sometimes there are monies left over and that would help to reduce the amount.

Council Member Godley stated that everyone else can vouch that there are street light needs in all districts, and he recommended that the additional \$150,000 should be spread evenly across the City. Also, it is concerning to him that a \$10 increase in the motor vehicle tax would be an indefinite fee upon the citizens of Greenville.



Council Member Godley asked if the motor vehicle tax increase from \$20 to \$30 is sunset to end in FY 2020 or is it indefinite.

Council Member Smiley stated that the proposal should be amended so that every new City Council would need to renew that. The proposed increase in the vehicle tax fee would be for this financial period, Years 1 and 2. Two years from now, when the City Council puts together its biannual budget, perhaps that fee should be revisited.

By a friendly amendment to the original motion, Council Member Godley recommended to provide that the increase in the motor vehicle tax be revisited after two years. This amendment was accepted by Council Members Smiley and Mercer.

Mayor Thomas asked what specifically will the \$1.2 million be used for at Town Common.

City Manager Lipscomb responded that the City is in the process of designing the first phase of the Town Common.

Recreation and Parks Director Gary Fenton responded that the first Phase plan will be available this Wednesday. Staff is looking at the final schematic of the entire park which will be a few months down the road.

Mayor Thomas asked staff to give details on the \$300,000 allocated for the Westpointe Park.

Recreation and Parks Director Fenton responded that the City is negotiating to acquire 5-acres of land in the Westpointe neighborhood. Beyond what the City pays for it, maybe the City will do a Phase I improvement for the park.

Mayor Thomas asked whether that is one of the City's prioritized parks.

Recreation and Parks Director Fenton responded that is one particular area that the community considered as a parkport, a nickname given to those areas and it is located in District 1.

City Manager Lipscomb stated that there is \$500,000 in the budget for land acquisition as well as some initial development of the Westpointe Park.

Mayor Thomas asked if the \$500,000 is for a specific item.

Recreation and Parks Director Fenton responded not at this point. The City does not have a master plan or the land for that park yet.

City Manager Lipscomb stated there is a layout and some initial playground equipment was considered for the park.



Mayor Pro-Tem Smith asked staff to explain the recommended amendment to the budget to purchase the Imperial site.

City Manager Lipscomb explained that the request is to have the Imperial site purchased through fund balance.

City Attorney Holec clarified that the motion was that the purchase of the Imperial site is going to be part of the budget and totally funded by fund balance.

Council Member Connelly asked whether the City has any specifics where the \$1 million for street improvements is going to be allocated. Has staff addressed which streets need to be addressed with that \$1 million?

Public Works Director Kevin Mulligan confirmed that there is a graded out list, based on the City's bond projects, Five-year Master Plan as well as NCDOT's five-year resurfacing plan. The City will determine where the City is with its stormwater and consider GUC's plans for the next few years regarding utilities. They have to evaluate what roads are the most applicable for road resurfacing.

Council Member Connelly stated that according to the pavement condition index, the vast majority of the City's roads are in good or satisfactory condition. There are several roads in District 1 and a few in District 2 that are failing and the majority of the roads in District 5 are in excellent condition. He would be in favor of addressing the other issues in the other areas, but how accurate is that information from 2014.

Public Works Director Mulligan responded that there is the roadway condition, which is a standardized test. A truck will go out and take a look at the roughness and separation of the asphalt and other things such as asphalt cores, soil compaction and what is the plan for stormwater as well as gas, water, sewer, and electric on those roads. Whether the City will be out there regarding stormwater or the GUC is doing utility work so that road will probably be moved up to match that activity. The City will do the resurfacing after both the City's and GUC's work is done.

Council Member Connelly asked is there an estimate on how many lane miles are going to be affected by the Town Creek Culvert project and how many are going to be resurfaced from the City tearing up the uptown area.

Public Works Director Mulligan responded that there will not be a tremendous amount of rebuilding, but there will be significant interruptions. It is a big project that the City is building a trench that is 25 ft. deep by 20-30 feet wide depending upon what method the contractor is going to use. Most of Reade Circle between 5th and Evans Streets will be rebuilt and after that is done the City will address 8th Eighth and Washington Streets, and 5th Street going north and 4th and 3rd Streets and then 1st Street.



Council Member Connelly asked whether essentially most of the uptown area will probably be at some point impassable or difficult to navigate around because of the construction.

Public Works Director Mulligan responded there will be detour plans. The Town Creek Culvert will be worked in segments. The contractor will need to work in 90- day segments so this piece will be out of commission.

Council Member Connelly stated that relating to the Tenth Street Connector Project, his fear is the City is tearing up so many roads and he wants to make sure that the City is working in conjunction with NCDOT. The \$14 million Dickinson Avenue project is coming in 2017.

Public Works Director Mulligan stated that the Dickinson Avenue project will probably start around the time that 10th Street is completing, which is the later part of 2018.

Council Member Mercer stated that no budget pleases everyone 100%, but there are some features in this motion that he likes. It is a revenue neutral budget with the bond service added. It gives the City Council the opportunity to lower the tax rate and puts money in roads, public safety and quality of life, which helps to attract businesses and people to this community and keeps our graduates in Greenville. He has received input from citizens and had a lot of discussions. This City is moving toward 100,000 people. This is a forward thinking budget that moves the City forward.

Council Member Connelly stated that there has been a lot of discussion over the past 4-6 weeks about the need to increase the number of police officers in our community. He asked whether the recommended budget adjustments include ten police officers.

Council Member Smiley stated that depends upon whether the GPD receives the COPS Hiring Grant. There are probably enough matching funds, but the City needs the federal funding. The City has received really good feedback from the City's congressional delegation about the prospects for the COPS Hiring Grant.

Council Member Connelly stated on June 12, 2008, during the revaluation, Council Members Glover, Joyner, Kittrell, Mercer and Spell all voted to approve the revenue neutral budget. During 2009-2012, overall crime dropped 11% and to reference that was off the NCDOJ website. It is a credible statistic. In June 14, 2012 after the reappraisal, which is conducted every eight years, Council Members Blackburn, Glover, Mitchell, Joyner, and Smith also voted to approve the revenue neutral budget. Putting those numbers into contrast, 11 out of 12 Council Members in the last two rounds have gone with a revenue neutral position.

Council Member Connelly stated that the crime rate dropped in 2013 and 2014 to 6%. In the proposed FY 2016-2017 budget, there is a \$.50 monthly increase for sanitation, which is \$6.00 per year. There is \$.50 stormwater increase, which is \$6.00 per year. There is a 5.5% water increase, which averages \$1.66 per month and is an annual \$19.92 increase.



There is a 6.5% increase in sewer service which is \$2.64, which is \$31.68 per month. That is a grand total before the revaluation for anybody in the City of \$63.60 just to be able to live in the City. This does not include the \$10 per vehicle tax increase.

Council Member Connelly stated that people who are living from paycheck to paycheck would have to find that amount just to live. As far as adding into this proposal, it is interesting that only District 2 was noted in this when the City has needs in general. Council Member Connelly stated that the word, "I", was used a couple of times in the budget scenario, and he feels that no one should govern with saying, "I". "I should be replaced with the citizens, "we" as a whole. Decisions are not made on what is one person's best interest. Another Council Member mentioned talking to people. Council Members should drive over to District 5. District 5 will be affected significantly. There are people in District 5 who are going to see huge increases because of the revaluation. He understands 100% that there is a time to invest in the community, but not on a certain on a certain segment of people. Mayor Thomas asked if the City's old sanitation system was not revised and improved, how much money in the red would the City be.

Public Works Director Mulligan responded that by 2020, it would be \$18 million.

Mayor Thomas asked what would \$18 million be equivalent to in tax pennies.

Council Member Mercer stated 30.

Council Member Smiley stated that the 2012 revaluation did not result in a revenue neutral budget; it was a revenue negative budget. Since the tax base went down, a revenue neutral budget would have required the tax rate to go up and it did not. A list of expenses has been provided, but the expenses, which a citizen would see that have gone down, were not listed. There have been dramatic cuts to the electric and natural gas rates and taxes went down last year. People pay a lot more for electric and gas than water and sewer. When looking at utility rates, most people have probably seen a lower cost from utilities this year than they would have, if no changes had been made from last year's rates. It is possible to cherry pick numbers and to characterize all actions of the City and the GUC as somehow detrimental to the citizens when that is not the case and certainly not the intention and outcome.

Council Member Godley stated that it is interesting that Eastside Park is included in this recommended amendment to the budget. Eastside Park is in his district and most people who drive through River Hills would have no clue that it is a park because there is nothing there. It is behind a cemetery and is a field. \$150,000 in Years 1 and 2 is the recommended allocation.

Council Member Godley asked what does \$150,000 include because that is a side of his district that has not seen much development in regards to this park.

Recreation and Parks Director Fenton responded that \$150,000 would not do a lot. It is a piece of land owned by the City for quite a few years, and people would like to see recreational amenities rather than a small parking lot and a gravel entrance through the



River Hills neighborhood. That entrance in the future may come off of 10th Street near Walmart and that would be the future access to that park. The master plan calls for a dog park, pavilion, a multipurpose athletic field in the area and trails. Certainly, a dog park, the access and maybe some gravel parking might be feasible, but staff would have to look at what the master plan calls for this park and basically determine what piece the City could afford to do.

Council Member Godley stated that it is only fair to the citizens of Greenville that this additional funding, if it were to be passed, should be spread out amongst all districts and not specifically for District 2. Otherwise, he does not know why District 2 was chosen other than to hopefully get a Council Member's vote.

Council Member Smiley stated that actually at the last City Council meeting, every member of Council present called for additional lights and cameras in District 2 in their comments at the end of the meeting.

By a friendly amendment to the motion, Council Member Connelly recommended that all districts should be open to use the additional proposed \$150,000 for lights and cameras. This amendment was not accepted by Council Member Smiley.

Council Member Glover stated citizens have asked for lights and cameras in District 2 forever and the last money for lights and cameras was supposed to be divided between the east side and west side. After all was said and done, all the money was spent on the east side. The City Council should be keeping up with the funds that are spent for exactly what they were allocated for. There will probably be more requests because West Greenville is a big area and there is a lot of activity there any time of the day or night.

Council Member Glover stated if any police officer was asked where is the worst area in this City, the response would be the Higgs neighborhood. She recently received a telephone call from a resident stating that she cannot sleep at night because the prostitutes and drug dealers have taken over the entire street where she resides. Cars are being stopped and loudness is heard all night and she feels something should be done. The lights and cameras would make a difference because some of those people could be identified who are selling drugs.

Council Member Glover stated that it is her choice to live in West Greenville. The most needs in District 2 are in West Greenville and over in the Kristen Drive area. When thieves are finished stealing everything in West Greenville, they will move to other neighborhoods.

Council Member Godley stated that all of citizens of Greenville should receive an equal aspect of lighting and funding source because there are blighted areas in his district and District 1.

Council Member Smiley stated that there is already \$40,000 in the budget earmarked for lights and cameras in District 3 and that was a specific request to staff by its district



representative. It is not unusual for the City to target specific areas of challenge. There are also other areas of the budget which are both on this list and in the budget overall, which are targeted to specific parts of the City. The City is purchasing park land in West Greenville and the Eastside Park is in District 3. It is a big City and not every part of the City has the exact same needs. This budget amendment is not unfair to any particular district and making this a general allocation does not address the specific needs that are currently faced in District 2.

Council Member Godley stated that there is some specific money earmarked for District 3 regarding security cameras. That is actually a public private partnership in which a neighborhood association has decided to upfront some funding and the City thought it would be wise to also help alleviate some of those costs since it was their initiative.

Council Member Mercer stated that the amendment was specifically to take this budget line and spread it evenly throughout the City. That is not a reasonable and prudent use of an expenditure like lights. They need to go where they are needed and not evenly throughout the City. There is an indication that they are needed in this targeted area and just as there are other expenditures in the budget for other areas of the City.

Council Member Godley stated that a district should not determine where a City light should go, and it should be where it is the priority. Crime is citywide and it is not just bound by district lines that are determined by a bureaucrat.

Motion was made by Council Member Godley and seconded by Council Member Connelly to amend the original motion to earmark the \$150,000 dedicated to street lights and cameras for areas that have the greatest need to be determined by the Chief of Police. The motion passed with a 4:2 vote. Mayor Pro-Tem Smith and Council Members Glover, Godley and Connelly vote in favor of the motion and Council Members Smiley and Mercer voted in opposition.

Mayor Pro-Tem Smith stated that after reading all of the commentary in the newspaper and hearing and receiving emails from individuals regarding the Imperial site, one of the benefits of having the site that was in The Daily Reflector is as follows:

West Greenville: The ability to truly revitalize one of the city's most challenged neighborhoods if the city keeps its hand in the innovative development of this critically strategic property situated between it and Greenville's currently blossoming downtown district.

Mayor Pro-Tem Smith stated that the statement placed in the editorial seems to be the belief of everybody. She does not just like a win-win with leaving someone out. Right now, she feels that the City is leaving someone out and that is the actual community. The person who is selling property to the City is going to win, but how about the community.

Motion was made by Council Member Smith and seconded Council Member Glover to amend the original motion to add a provision that if the City buys the Imperial Tobacco



Warehouse sells it at a future date, 15% of the full sales price will go to the West Greenville Fund. The motion failed with Mayor Pro-Tem Smith and Council Member Glover in favor of the motion and Council Members Godley, Connelly, Smiley and Mercer voting in opposition.

There being no further discussion, the motion, as amended, to direct the City Manager to prepare a budget which includes a tax rate of 52.1¢, increases the motor vehicle tax from \$20 to \$30 (to be revisited in 2 years), reduces the excess payroll 4% vacancy rate by \$400,000, allocates the increased revenue from these changes to streets in the amount of \$494,500 (from increased vehicle fees) and \$205,500 (from General Fund), street lights and cameras for areas determined by the Chief of Police to have the greatest need, COPS grant matching fund in the amount of \$120,000, Eastside Park in the amount of \$150,000, Tar River Legacy Plan in the amount of \$150,000 and reduces the charge to fund balance by \$123,192, and includes the purchase of the Imperial Tobacco Warehouse from fund balance only passed with a 4:3 vote, with Mayor Thomas breaking the tie. Mayor Thomas and Council Members Glover, Smiley and Mercer voted in favor of the motion and Mayor Pro-Tem Smith and Council Members Godley and Connelly voted in opposition.

NEW BUSINESS

PRESENTATIONS BY BOARDS AND COMMISSIONS

Neighborhood Advisory Board

Chairperson Betty Hines recognized members of the Neighborhood Advisory Board (NAB) in the audience and she stated that the NAB is committed to serving and building neighborhoods throughout the City of Greenville. The NAB's main goal is to increase citizens' participation in neighborhood organizations and its mission is to preserve and strengthen neighborhoods in the City.

Chairperson Hines reported that the NAB had several 2015/2016 achievements. The NAB hosted its 6th Annual Symposium and the theme was "Using What You've Got to Get What You Want". The NAB supported and assisted in reactivating the Rock Spring Park Neighborhood Association and the Shendandoah Village Homeowners Association. Also the NAB assisted in organizing a new neighborhood association in the Hillsdale Subdivision. Several of the members held a citywide spring cleanup, participated in the National Night Out event and held a successful District 3 community meeting at the Cypress Glenn Retirement Center

Chairperson Hines reported the NAB's community partnerships and collaboration 2015/2016 activities, stating that the East Carolina University students are commended for their hard work with the City posters displayed at six of the NAB's symposiums. Through the Greenville Police Department's Community Policing Program, police liaisons are assigned to every active homeowners and neighborhood associations and work with the neighborhoods about their concerns. The NAB endorsed the Environmental Advisory



Commission's plastic bag resolution, a successful joint meeting was held with the Police and Community Relations Committee, and the NAB continues to partner with Uptown Greenville, which provides the associations with Jolly Trolley free rides to the Umbrella Market. Two NAB members were appointed to serve on the City's Horizons Plan Committee.

Chairperson Hines recognized the following for their dedication and hard work in neighborhoods:

- Good Neighbor: Joyce Williams, Cambridge Neighborhood Association
- Neighborhood Improvement: Patton Circle
- Neighborhood Excellence: Rock Spring Park Neighborhood Association
- Neighborhood Safety: Meridian Park Apartments
- Good Landlord: Cass and Amber Wigent
- Property Management Award: Katy Conway, Nathaniel Village

Chairperson Hines stated that the members of the Neighborhood Advisory Board are proud to report that they have never cancelled a meeting due to a lack of a quorum.

Recess

Motion was made by Council Member Smiley and seconded by Mayor Pro-Tem Smith to formally excuse Council Member Glover from the meeting. Motion carried unanimously.

Pitt-Greenville Airport Authority

Chairperson John Banks announced the retirement of Executive Director Jerry Vickers and introduced Betty Stansberry as the new Executive Director of the Pitt Greenville Airport PGA. Chairperson Banks gave a brief overview of things that have occurred over the past 12 months including an update on the recruitment of a second airline, hangar development project, capital project overview and PGV's economic impact. Currently, PGV provides four daily flights in and out of Greenville and it has three jets and one turboprop. A second airline is being recruited and the Pitt-Greenville Airport Authority is constantly working on the grant. The grant application has been submitted and the amount was increased from \$500,000 to \$750,000 plus the PGA still has participation from local businesses and organizations in the process of pledging money to go along with the grant.

Chairperson Banks stated that the PGA has no waiting lines and that has been a big problem with Transportation Security Administration groups at the national airports. Two years ago, the PGA made a commitment for two corporate hangars (\$2 million) and a lease was signed in April 2016 for one of the hangars with an aircraft value of \$9 million for three years. This person who leases the hangar also upgraded \$125,000 in upfits for the hangar so that has been a good economic impact for the community. The other hangar is leased on a short term basis to five aircraft owners and the PGA is receiving revenue and that is increasing the tax base.



Regarding the capital projects, the runway 2-20 extension project is completed and the reason for the 670 ft. extension was for safety only and it was not to bring bigger aircraft into Greenville. The FAA designated a runway extension to keep commercial airline service in Greenville. There were land purchases of 10 parcels and tree removal for height variance purposes for approaching the runway. Also, the security camera system in the passenger area and other areas was upgraded.

Chairperson Banks summarized the PGA’s future capital projects including a runway 2-20 lighting replacement (\$3.0 million) in 2016, a runway 2-20 rehabilitation (repaving) at \$4.2 million scheduled for 2017 and from 2018-2021, there are various capital improvement projects that FAA will give grants for.

Chairperson Banks stated that \$1,035,000 is the economic impact that PGA has in Greenville and Pitt County. Two years ago it was \$93 million. So, the Pitt-Greenville Airport does have economic value and it brings jobs at and outside the airport. It is a big economic draw for the region and not only for Pitt County.

Pitt-Greenville (PGV) Pitt County

Economic Contribution of North Carolina Airports – 2016 Study



48,500 Annual Aircraft Operations 58 Based Aircraft

	Jobs	Annual Payroll Income	Output
DIRECT Direct impacts result from economic activities that result from tenants and other business users who have a direct involvement with the airport.	160	\$4,980,000	\$22,230,000
INDIRECT Indirect impacts result from economic activities that typically take place away from the airport, but are still attributable to the airport.	140	\$1,910,000	\$46,560,000
INDUCED Induced impacts result from successive spending and are the multiplier effects of the direct and indirect impacts.	40	\$1,150,000	\$34,610,000
TOTAL	340	\$8,040,000	\$103,400,000

Generation of state and local taxes from tenants and businesses using the airport:

\$1,035,000
Business Sales Tax

\$728,000
Local Property Tax

\$206,000
State Corporate & Personal Tax

\$157,700
Property Tax on Based Aircraft



Tenants/Users Surveyed: < 5
Tenant/User Surveys Completed: < 5



Police Community Relations Committee

Chairperson Diane Kulik stated that the members of the Police Community Relations Committee (PCRC) want to educate, engage and listen to the residents in regard to the safety of the community and its residents. Every December, the Committee has a business meeting where each PCRC member brings their voting district's idea for a topic for PCRC's annual meetings. Each member can suggest a subject, speaker(s) and location, and then the Committee discusses that to see if it all fits.

Chairperson Kulik summarized some of the highlights of the PCRC's 2015 meetings. At the January meeting, Chief Deputy Ted Sauls spoke about how the Greenville Police Department operates, including zones deployment, hotspots focusing, analysis, investigations and how to interface with police officers, and she spoke about neighborhood watch. A meeting was held February 10 in West Greenville at the Eppes Recreation Center about police accountability, partnerships, initiatives, forward thinking and community policing. Chief Holtzman, Deputy Chief Sauls, and PCRC Member Jermaine McNair were the speakers. Also, a meeting was held at Arlington Boulevard Baptist Church regarding thief protection for homes and property which covered financial scams. Detective Jeff Baxter and Community Project Director Devinder Culver spoke on phone scams, targeting seniors, home burglary and protection, crimes of opportunity, security systems, safety at home with strangers. District Attorney Kimberly Robb, and the new Assistant District Attorney Jarrett Pittman and Sergeant Joe Friday spoke at one of PCRC's meetings about the judicial process of determining charges, trials and verdicts.

In September, a meeting was held on traffic safety and timing and the Head of Traffic Safety, Sergeant Mike Montanye, spoke about the data driven approach to crime and safety and pedestrian and bike and motorcycle safety. City Traffic Engineer Rik DiCesare explained traffic signal timing and the worst intersections in Greenville. Questions were about the 10th Street and mid-street crossings, residents in motorized wheelchairs and blind residents who have problems with crossing the City streets. East Carolina University Chief of Police Gerald Lewis and Chief of Police Mark Holtzman spoke at the meeting held at East Carolina University on November 10, 2015 and they spoke about crime prevention tips, code enforcement, sexual assault and pedestrian safety. The students were able to share their thoughts about the 10th Street crossings.

Chairperson Kulik announced that the PCRC's next upcoming meeting is scheduled for Tuesday, June 14, 2016 and it is regarding domestic violence by partner or spouse and how to protect themselves and others. The speakers will be Judge Gwyn Hilburn of the District Court, Detective Sonja Cates and Christine Clift, who is with the Victims Advocacy Unit. Chairperson Kulik commended the police officers of the Greenville Police Department for their services.



REIMBURSEMENT RESOLUTION FOR THE CITY'S STREET AND PEDESTRIAN TRANSPORTATION IMPROVEMENT BOND FUNDS

Director of Financial Services Bernita Demery stated that the citizens overwhelmingly approved this bond issue. This reimbursement resolution would give the City the opportunity to start doing work on some of the transportation improvement projects.

Motion was made Council Member Smiley and seconded by Council Member Connelly to approve the reimbursement resolution in the amount of \$1,500,000 for the City's street and pedestrian transportation improvement bond funds. Motion carried unanimously.

REIMBURSEMENT RESOLUTION FOR THE PROPOSED GREENVILLE PUBLIC SAFETY ANNEX INSTALLMENT FINANCING AGREEMENT

Director of Financial Services Bernita Demery stated that this resolution would allow the City to make an initial deposit on a purchase of property for a public safety annex building. The building and minimum improvements to the building would not exceed \$1.5 million.

Council Member Connelly asked if there is a projected cost amount to upfit the building. Assistant City Manager Merrill Flood stated that the City is still working through the discovery of what the upfit cost will be, but staff feels that it will be within that amount. A firm number will be available in the near future.

Motion was made by Council Member Smiley and seconded by Council Member Mercer to approve the reimbursement resolution. Motion carried unanimously

PRESENTATION OF NEIGHBORHOOD PRIDE PROGRAM

Chief Mark Holtzman stated that community policing is about pulling a community together and in this sense, the City is starting with its own community, meaning receiving help from all City departments. The Neighborhood Pride Program is a community policing project and a focus program for specific neighborhoods. The plan is to move around three different zones in the City selecting one neighborhood at the time, identifying the issues occurring in a neighborhood, and then moving on to the next neighborhood. The program has already been launched with City staff. Neighborhood Ombudsman Tiana Keith of the Community Development Department and Sergeant Michael Broadwell of the Greenville Police Department (GPD) will give information on the Neighborhood Pride Program.

Neighborhood Ombudsman Keith explained that as part of the community policing strategy and efforts to maintain quality neighborhoods, the Police and Community Development Departments are working together to lead a joint initiative for the Neighborhood Pride Program. Staff decided to dedicate resources, identify neighborhoods and receive multi-sector interdepartmental support for a side-by-side improvement effort. To ensure sustainability, community resources will be explored and the officers' assignment will remain in these neighborhoods after several months of focused attention.



Neighborhood Ombudsman Keith stated that staff is definitely in the early stages of the process. There have meetings with stakeholders (residents, neighborhood associations, and community organizations in the areas) who are looking to build specialized teams to address communities' concerns. These teams will be different for each neighborhood and will consist of the law enforcement community, city staff and other community organizations and partners. Each team will move into neighborhood outreach, which includes various means of input, engagement and improvement efforts.

Sergeant Broadwell stated that the initial primary target neighborhoods are Westpointe, Sterling Pointe, and Kristin Drive. The Riverbuff and Verdant neighborhoods are for reserved efforts. The plan is to attack the issues in these areas for 2-3 months, to backfill these areas with police officers on foot and to continue the progress that is made. At an initial stakeholder meeting, there were discussions about the City's overall goals of the community with property owners and management in the Westpointe area and some members of the homeowners' associations and feedback was received. This program will strengthen the neighborhood associations and it is important to have those people as part of the team.

Sergeant Broadwell reported that specialized teams are being formed, specifically in Westpointe. They are using a couple of police officers from the Center City and Tactical Anti-Crime Unit. Also, the GPD's Community Officer, which is a new position, will be used and School Resource Officers (SROs) will help with some of the juvenile problems in the neighborhood. Some type of Satellite Police Athletic League (PAL) program in the summer for Westpointe is being looked at for implementation. The SROs will be used to really reach out to the kids, to do some programs and to build relationships.

Sergeant Broadwell reported that some additional improvements include lighting, cameras, and beautification and forming a specialized team reaching out to service providers. This initiative is going to be instrumental in reducing crimes in high crime areas. The additional officers will be important to backfill because the efforts to fix a neighborhood or to get neighborhoods going in the right direction will be defeated without them.

Sergeant Broadwell identified some of the program's accomplishments in the Westpointe area such as the Code Enforcement Division is working with the GPD to tag vehicles with broken windows and flat tires and unregistered vehicles and other general eyesores that are code violations. He has worked with a property manager about lease agreements and provided them with education, which has led to arrests within one week.

Neighborhood Ombudsman Keith stated that the citizens and stakeholders in these areas and City staff are building on the common concern for safety and the excitement behind having the police presence to strengthen, and to reorganize the neighborhood associations or to get them started. Neighborhood champions and members of the Neighborhood Advisory Board are being used to have a mentoring source to make sure the residents know how to effectively operate their neighborhood associations. They will gain



knowledge about getting the work done to keep things moving and to identify projects and resources.

Mayor Pro-Tem Smith asked about the focused attention.

Sergeant Broadwell responded that all zones in Greenville have routine patrols and there are officers responding to calls for service and zone commanders, who give overall attention to those neighborhoods, but that will not be constant. With this program, there will be two plus officers in the neighborhood daily, if possible. There will a lot more attention and focus.

Mayor Pro-Tem Smith stated that her concern is that people might report that they are being targeted. If the City is building community policing, she wants people to get to know the police officers and not to be threatened by them. That is when the City will get to the point of the communities welcoming and assisting the police officers and treating them as respectful individuals. For quite some time, the City has wanted to build that trust that has deteriorated.

Mayor Pro-Tem Smith asked whether officers will be knocking on doors and introducing themselves to residents or patting down the residents, and how will GPD start that process.

Sergeant Broadwell responded that the GPD is going to have a multi-step approach. They have started their soft entry and police officers were in the area observing the activities. As soon as school is out, the GPD will have kickoffs including the Police Mobile, free hotdogs, and other activities to build relationships with the children and others in the neighborhoods. During that time, surveys will be done with the community, yard signs will be displayed with the Neighborhood Pride Program's initiative and contact information.

Sergeant Broadwell stated that the goal is to reach out to get the buy-in from the community and, hopefully, start building those relationships plus there will be intentional things to reach out to the youth. There is a lot of youth in those communities and that is something they will focus on. Hopefully, through the surveys they will determine what is wanted by the people who live in these neighborhoods and what the GPD can provide to them.

Mayor Pro-Tem Smith stated that she is interested in the outcome of the Neighborhood Pride Program and, of course, she will do everything possible to be of assistance. People did not realize how dense that area was until that murder occurred. That is a reason to fight for positive activities for the youth such as the upcoming funded park.

Mayor Thomas stated that is a good point about common areas. In the Kristin Drive area, there is some play area.

Mayor Thomas asked what are staff's thoughts about trying to create more common space and keeping it maintained with proper lighting.



Chief Holtzman responded that is why it must be a community approach involving all City departments and community partners. Having a pocket park in the Kristin Drive area is helpful, but the concern is what happens to the older children. At Sterling Pointe, there is nothing there including very little sidewalk where kids can ride their bikes. So, the complaints are typically kids are using the portable basketball hoops and playing ball in the streets, which becomes a nuisance.

Mayor Thomas stated that some communities do park mobility where a lot of features are movable. Every so often, they literally set up a park in a parking area and move it around to different communities that do not have anything.

Chief Holtzman stated that the goal of a park is to get people interacting and creating a sense of community. Successful developments with parks, community centers, a building for the youth to go in when the weather is not great outside start an intergenerational mix. As long as a gang element is kept out and the parks are nice and safe, a sense of community can grow.

Chief Holtzman stated that the whole idea of the Neighborhood Pride initiative is that the City wants kids to be proud of where they live. There are no sidewalks at Sterling Pointe and children are usually playing in the street. Sergeant Broadwell failed to report that his telephone has been ringing constantly for the last week, and one person from Westpointe had a discussion with Sergeant Broadwell for 45 minutes about issues in that area. The communities are ready and willing to work with GPD and the project is good for the City.

Mayor Pro-Tem Smith stressed the importance of new police officers going through diversity training to make sure they know how to interact with different people.

Mayor Pro-Tem Smith asked whether the officers are going through those processes before going into the community.

Chief Holtzman stated that is part of their onboarding process with the GPD of having that field training. The City Manager has made an initiative to continue the fair and impartial policing training throughout the GPD. In 2017, the GPD is looking to have available in-house trainers teaching on a regular basis. The body worn cameras are another one of those things and the GPD is getting good feedback on them. Complaints have dropped 30%-40% just by the use of the body cameras.

Mayor Pro-Tem Smith stated that she is looking forward to the park being built in the Westpointe area to encourage the young people to become involved and to do positive things.

Mayor Thomas asked about the federal funds.

Chief Holtzman responded that more information was required, which GPD provided and is waiting on the final response.



Mayor Thomas asked about the change of the judicial policies.

Chief Holtzman stated that has gone back to the way it was before. Those rules are relaxed and the internal audit was completed.

Mayor Pro-Tem Smith asked if there could be some maps of the three zones provided to the City Council.

Chief Holtzman responded that staff will provide that information to the public and the City Council and the maps are already at the website under crime stats.

COPS HIRING GRANT APPLICATION FOR THE POLICE DEPARTMENT

Chief of Police Mark Holtzman reported that this is the City's application for four additional police officers through the COPS Hiring Grant. The grant has been successful for the Greenville Police Department (GPD) in the past, and is responsible for the City having four gun violence reduction officers. The GPD is looking to go from 188 police officers to 192 with this grant. The funding placed in the budget is to pay for the City's portion of the matches, if the grant is approved. This is a four year grant and three years of it is matched up to \$125,000 per officer plus the fourth year is retention for the City. The City must hold those officers for the fourth year and after that the City Council will decided what to do with them. For that period of time, the City must maintain that 192 level, if GPD receives the grant.

Chief Holtzman stated these officers will serve as foot patrolmen working closely with the City's neighborhoods and will be supportive of the Neighborhood Pride initiative. In his initial budget presentation, having six officers this year was the goal. Essentially, four officers will work in pairs in different zones supporting the neighborhoods and working in tougher neighborhoods. As Neighborhood Pride moves from Westpointe to Kristin Drive, these officers will backfill that project and maintain the work that is done there. They will also be used in other areas around the City. They will not answer general calls for service and will only be available for emergencies.

Mayor Thomas asked when does the GPD have to implement the program.

Chief Holtzman responded that the last grant was awarded to the GPD in October 2015 and six months were required to get that fully implemented. The GPD must hire the positions to backfill the officers on the street and then it takes about 4-5 months for the field training process and then a month to hire them. If the City receives this grant, it would be awarded around October 2016 and the GPD will be looking at early spring to get the positions out.

Motion made by Council Member Godley and seconded by Council Member Smiley to apply for four new officers under this year's COPS Hiring Grant. Motion carried unanimously.



CONSENT AGENDA ITEMS FOR SEPARATE DISCUSSION

CONSIDERATION OF RECLASSIFICATION REQUEST AND A RESOLUTION AMENDING THE ASSIGNMENT OF CLASSES TO PAY GRADES AND RANGES (PAY PLAN) – (Resolution No. 038-16)

Council Member Connelly asked staff for more information on this item.

Assistant City Manager Merrill Flood explained that with the transfer of the Code Enforcement Division back to the Community Development Department, the previous position, Code Enforcement Coordinator, was reviewed because presently parking enforcement and animal control are no longer part of the responsibilities of that supervisory position. The City's consultant, Segal Waters Consulting, recommended pay grade 115 for the Code Enforcement Supervisor position versus pay grade 117, where the previous position was classified.

Council Member Connelly stated that if it is not a new person in that position, the individual's salary will not be reduced.

Assistant City Manager Flood stated that if the person serving as an interim is selected, in accordance with the City's Personnel Policies, the position would be placed in a pay grade eligible for a 5% increase.

Motion was made by Council Member Smiley and seconded by Council Member Connelly to adopt the resolution amending the assignment of pay grades and ranges (Pay Plan). Motion carried unanimously.

TRANSFER AND OPERATING AGREEMENT WITH EAST CAROLINA UNIVERSITY FOR EQUIPMENT ACQUIRED WITH A GOLDEN LEAF GRANT

Council Member Connelly stated that the City entered into a contract with a company in April 2015 that stopped operating in the fall of 2015. Fortunately, the City had a need at East Carolina University for them to use that piece of equipment. This is another example of the City making an investment in a company, which operated for less than half of a year.

Mayor Thomas asked if there was any cost to the City.

Assistant City Manager Merrill Flood responded that The Golden L.E.A.F. (Long-term Economic Advancement Foundation) Inc. grant covered the cost and there was no cost to the City.



Motion was made by Council Member Smiley and seconded by Mayor Pro-Tem Smith to approve the Transfer and Operating Agreement between the City of Greenville, East Carolina University, and the Golden L.E.A.F. Motion carried unanimously.

REVISED FINANCIAL POLICY GUIDELINES

Council Member Connelly stated that the revised Financial Policy Guidelines will be sent to the two agencies rating the City for the bond. His concern about the following information in that document will be discussed during the presentation about the budget:

7. The City shall endeavor to reduce its reliance on property tax revenues by revenue diversification, implementation of user fees, and economic development. The City shall also strive to minimize the property tax burden on Greenville residents.

Motion was made by Council Member Smiley and seconded by Council Member Mercer to approve the Financial Policy Guidelines as revised. Motion carried unanimously.

BUDGET ORDINANCE AMENDMENT #9 TO THE 2015-2016 CITY OF GREENVILLE BUDGET (ORDINANCE #15-032) AND AMENDMENT TO THE PROJECT BUDGET ORDINANCE (ORDINANCE #15-053) – (Ordinance No. 16-032)

Council Member Connelly stated that he would like more information on staff's request to appropriate fund balance to transfer into the Recreation and Parks Capital Projects Fund for the Trillium Playground project for additional construction and equipment at the playground.

Director of Financial Services Bernita Demery explained that \$250,000 was added because the Recreation and Parks Department (Department) was starting its fundraising for additional playground items. Those items were presented at the May 12, 2016 City Council Meeting. If the fundraising is successful, then City dollars would not be used. Without the budgeting of the funds, the City could not spend anything toward the project. For example, \$250,000 worth of additional items is wanted and will be budgeted, if approved by the City Council. The Greenville Utilities Commission funded the first \$45,000 and the remainder is really \$205,000. This budget is being set up so that the City will be able to design the project with those additional items in it.

Council Member Connelly asked why is the City adding \$250,000 for a location where ground has not been broken for a park and nothing has started yet.

Director of Recreation and Parks Gary Fenton responded that the City must pinpoint the amount of money that must be spent before starting the park. During the presentation given to the City Council a month ago, the items that could not be achieved through the \$750,000 were discussed. At that point, there was a recommendation by the City Council to look internally and externally for funding.



Council Member Connelly stated that building and the items for the park is now estimated at \$1 million.

Director of Recreation and Parks Fenton responded that \$1 million is not an unusual expenditure for a major playground in a city. The City is fortunate that $\frac{3}{4}$ of that amount of money is coming from outside City tax dollars. Identifying items to include in the park is a major step towards a special Town Common. It will be a successful playground and the best in the City and will be in the right place for that.

Council Member Connelly stated that it is a grant and now suddenly the City is taking taxpayers' funds to allocate towards the park. The City has more money than any other community that started and completed a Trillium playground, but Greenville has not started its park yet.

Mayor Thomas asked if the Department is reaching out to raise some private sector dollars.

Director of Recreation and Parks Fenton responded yes.

Mayor Pro-Tem Smith asked whether the fact that the City decided to allocate \$250,000 would hinder people from wanting to donate money for the park elements.

Director of Financial Services Demery responded no. The City is appropriating fund balance and the City has the option of not spending the money. The City cannot design a project or spend anything if there is not a budget appropriation for it in the project. A \$1 million project could not be designed if the budget was only \$750,000, which is the amount the City is estimating to spend and \$250,000 would come from donations and, hopefully, it will not be backed by City tax dollars.

Council Member Godley asked whether the new completion deadline is September 30, 2016.

Director of Recreation and Parks Fenton responded that is correct.

Council Member Godley stated that the City should be taking conscious efforts to make sure the playground is done by that deadline. That is moving into the fall and the citizens of Greenville are looking forward to taking their families to experience the Tar River and Town Common. The City really must start moving forward with this project because citizens are upset and disappointed that the playground cannot be done by June 30, 2016.

Mayor Thomas asked whether the City could continue to add features to this park in the future.

Director of Recreation and Parks Fenton responded that is a possibility. Obviously, the City Council may have to create a surface for that particular element that was not put in originally.



Motion was made by Council Member Smiley and seconded by Council Member Mercer to approve budget ordinance amendment #9 to the 2015-2016 City of Greenville budget (Ordinance #15-032) and amendment to the Project Budget Ordinance (Ordinance #15-053). The motion passed with a 5:1 vote. Mayor Pro-Tem Smith and Council Members Glover, Godley, Smiley and Mercer voted in favor of the motion and Council Member Connelly voted in opposition.

REVIEW OF JUNE 16, 2016 CITY COUNCIL MEETING

The Mayor and City Council reviewed the agenda for the June 16, 2016 City Council meeting.

CITY MANAGER'S REPORT

Potential Amendments to City Council Meeting Schedule

City Manager Barbara Lipscomb stated that staff has spent a considerable amount of time and effort in defining all of the watersheds in the community and developing a master plan. The consultant is almost ready to report back to the City Council. Therefore, she is asking the City Council to consider adding a workshop in August to its 2016 schedule of meetings. Also, there is a conflict with the October 13 regular meeting and she is requesting to cancel or reschedule that meeting.

Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Smiley to reschedule the Thursday, October 13 regular City Council meeting for Monday, October 17, 2016. Motion carried unanimously.

Motion was made by Council Member Smiley and seconded by Council Member Mercer to schedule the workshop regarding the Watershed Master Plan for August 25, 2016, 6:00 p.m., at City Hall in the Third Floor Conference Room 337. Motion carried unanimously

Trillium Playground

Director of Recreation and Parks Gary Fenton stated that at its May 12, 2016 meeting, the City Council directed staff to look into whether outside sponsorship might be secured for some of the unbudgeted elements. Also, staff was directed to investigate whether funds from the City's unappropriated fund balance might be dedicated to some of them as well. That is a good combination that will ultimately make the Trillium Playground project even more impactful than it would be otherwise.

Director of Recreation and Parks Fenton gave an update on the steps that are underway, stating that there are included elements and the desired/unbudgeted elements within the



project. The following information was shared with the City Council at its May 12, 2016 meeting:

Accessible Playground Project at Town Common

Included Items

- Rhapsody Musical Elements • Omni Spinner • Oodle Swing • Cozy Dome
- Saddle Spinner • Liberty Swing & Fencing

Unbudgeted Items

- Zipkrooz & Surfacing (The ZipKrooz lets kids of all abilities FLY, with a two-way ride - kids zip from one end to the other, and back again for nonstop fun. Built-in elevation helps riders gain momentum at the beginning, and then slow down at the end for a safe exit. Three bays, with one designed for inclusive use. A popular, exciting playground experience for all! (\$32,000)
- Sway Fund Glider (The Sway Fun® Glider is a wheelchair-accessible glider that is a great choice for inclusive playground fun. Includes play table with cup holders and wheelchair handholds. Room for two wheelchairs plus two large benches for other passengers. (\$16,000)
- Healthbeat Exercise Area (The Healthbeat Exercise Area is designed for parents/grandparents of playground users to get some exercise while at the same time being able to oversee their child's playtime. (\$23,000)
- Curved Benches Bordering Play Areas (Ipe Wood Benches - 120 linear feet, around the major playground elements. Will seat 30-40 comfortably. For parents and caregivers, while also delineating the specific areas of the playground. (\$36,000)
- Natural Play Area (The benefits of free play and daily exposure to nature have been researched and reported in nearly every media outlet in recent years. Here we have an opportunity to create playground spaces that encourage children and families to get outdoors, interact with their environment, learn about their natural surroundings, and encourage the reconnection with nature. A great example of nature-inspired playground planning. (\$19,000)
- Cool Mistors (Five mistors will be intermittently spaced along a bonded rubber trail for operation in the warmer months. On each mister, two spray heads shower visitors with a cool mist of water at the touch of a button. Once activated, two six-and-a-half foot-high spray heads spray mist for 10 seconds. (\$45,000)



- Picnic Tables (Three picnic tables of Douglas Fir or Ipe wood +powder coated steel fixtures will be installed on a concrete pad the opposite side of the walkway from the playground. At least two will be wheelchair accessible. (\$9,000)

Director of Recreation and Parks Fenton stated that staff created sponsorship opportunities and a menu of those opportunities associated with the project. One sponsor, the Greenville Utilities Commission (GUC), agreed to fund one of the playground’s five Cool Misterters and a trail of road surface in the park. That is a \$45,000 project.

Director of Recreation and Parks Fenton stated additionally, he composed a Letter of Intent to the Vidant Foundation, and City Manager Lipscomb and he have spoken with the Foundation’s representatives about a grant for the Healthbeat Exercise equipment. The information was also sent to some businesses as well as nonprofits and he will follow up with all of those entities. The information is available to any business or organization that might want to sponsor a particular element. It is possible for more than one organization to sponsor a single element. The remaining elements cost \$9,000-\$36,000.

Council Member Godley asked what other businesses and organizations have the City reached out to specifically other than the GUC.

Director of Recreation and Parks Fenton responded that the list is growing and information is sent out daily mostly to banks and churches and other nonprofits. Staff is ready for any suggestions for additional businesses or nonprofits in the community.

COMMENTS BY MAYOR AND CITY COUNCIL

The Mayor and City Council made comments about past and future events.

ADJOURNMENT

Motion was made by Council Member Smiley and seconded by Mayor Pro-Tem Smith to adjourn the meeting. Motion carried unanimously, and Mayor Thomas declared the meeting adjourned at 10:46 p.m.

Respectfully Submitted

Polly Jones
Deputy City Clerk

PROPOSED MINUTES
PERSONNEL POLICIES WORKSHOP OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, AUGUST 13, 2015



Having been properly advertised, the Greenville City Council held a workshop on personnel policies on Thursday, August 13, 2015 in Conference Room 337, located on the third floor at City Hall, with Mayor Allen M. Thomas presiding. Mayor Thomas called the meeting to order at 6:00 pm.

Those Present:

Mayor Allen M. Thomas, Mayor Pro-Tem Calvin R. Mercer, Council Members Kandie Smith, Rose H. Glover, Marion Blackburn, Rick Smiley and Richard Croskery

Those Absent:

None

Also Present:

City Manager Barbara Lipscomb, City Attorney David A. Holec and City Clerk Carol L. Barwick

APPROVAL OF THE AGENDA

Upon motion by Council Member Smiley and second by Council Member Glover, the City Council voted unanimously to adopt the agenda as presented.

PUBLIC COMMENT PERIOD

No one present who wished to address the City Council; however, Communications Manager/Public Information Officer Steve Hawley recognized Communications Technician Jonathan Edwards, whose last day with the City of Greenville will be August 14, 2015.

REVIEW OF DRAFT REVISED PERSONNEL POLICIES

City Manager Barbara Lipscomb introduced Human Resources Director Leah Futrell and Drake Maynard, who is consulting on the project to make the presentation on the revised Personnel Policies.



Director Futrell stated it was her pleasure to provide an overview of the policy rewrite project, then Consultant Maynard would discuss the significant changes. It has been 22 years since the last policy rewrite in 1993 and there has been much growth in the number of employees and many organizational changes. There have been changes in laws that impact Human Resources (HR) and changes to Best Practices in the HR field. This rewrite also incorporates policies that previously existed only in memo format so that everything is contained within one document, and it addresses changes related to the internet and social media.

Director Futrell stated that HR did not rewrite the policy in isolation. There was input from the City Manager, Department Heads and many employee groups. There was a focus group of supervisory and non-supervisory employees. The initial draft was reviewed by the City Manager and Department Heads, and based on their feedback, revisions were made. The second draft was reviewed with the focus group and additional revisions were made. The final draft is based on input from the focus group along with the City Manager, Department Heads and the HR Director.

Consultant Maynard further introduced himself, providing information on his background, which includes 35 years working with the State of North Carolina's Office of State Personnel and working in Human Resources at the University of North Carolina.

Consultant Maynard stated that personnel work was evolving into Human Resources in 1993. The Americans with Disabilities Act (ADA) had been passed in 1990 and the Family Medical Leave Act (FMLA) was passed in 1993. There have been many changes in law since that time. Title VII was significantly revised in the later 1990's and ADA was completely revised in 2009. The City's last policy didn't include many of those things, so it was important to make appropriate changes to the City's policy to insure HR practices were in compliance in terms of Federal Law. Social media did not exist in 1993 and there is a policy being drafted now to cover computer and cell phone usage, although that is not included in tonight's presentation.

Consultant Maynard then addressed the following changes from the previous policy:

- EEO was moved to Article II to emphasize its importance and to incorporate an expanded version of protected classes of employees. It emphasizes the City's commitment to non-discrimination and addresses the concept of resolving salary inequities due to promotions. Demotions will only be used in a disciplinary context and a category has been added for voluntary reassignment downward. Many pay policies have been streamlined, including a simplified adverse weather policy.
- HR, in Article V, has been moved to a central role in coming up with an effective recruitment plan. The plan provides for going beyond the standard recruitment process for outreach to minority applicants. The default selection procedure is a group



interview, but there is a requirement for everyone who participates in the group interview process to undergo a brief training session.

- At the suggestion of the City Manager, the proposed policy introduces a sick leave bank, which is very progressive and forward-thinking.
- Article XI is brand new and relates to disciplinary action. It defines the 3 bases for disciplinary action (performance, conduct and negligence) and includes a pre-disciplinary process that involves HR when serious disciplinary actions are being considered. This process allows an employee to be advised of what management thinks occurred and allows the employee to provide their side of the story so management can make a sound decision. Employees who have completed their probationary period are eligible for this process.
- Article XII addresses the grievance procedure and more clearly defines what is or is not a grievable issue. It incorporates an open-door policy where issues can be discussed informally and requires that a grievance be submitted in writing to the HR Director. It is a simplified 2-step process wherein Step 1 is an appeal to the Department Head and Step 2 is an appeal to the Personnel Appeals Review Committee (PARC) or the City Manager, depending on the issue. Decisions of the City Manager or his/her designee are final. It should be noted that PARC members must receive training prior to service.

Consultant Maynard stated he feels the new policy will be more easily understood and used by both employees and management. Director Futrell added that supervisors and employees would all receive training on the new policies and would sign an acknowledgement form.

Mayor Thomas asked if 6 months is the standard probationary period. Consultant Maynard stated that appears to be the most common in this area.

Council Member Smith referred to Section 3, which states a written warning remains active for 24 months. She asked if an employee had another infraction within that period, would the period then be extended an additional 24 months.

Consultant Maynard stated that it would. He said he had seen an employee be denied a promotion because of a 9-year old write-up, so the purpose of this is to prevent such an action from being held against an employee forever. It goes away if there are no more problems.

Council Member Smith expressed a preference for making the active limitation 18 months instead of 24 months.

Council Member Smiley said he feels 24 months is appropriate and staff has already vetted this. If a violation is legitimate, it should stay longer, and if it is not legitimate, then it should not be on the employee's record at all.



Council Member Croskery asked what an employee would do if his/her grievance was about a department head. Director Futrell replied that, in that case, the employee would bypass Step 1 and go directly to Step 2.

Council Member Blackburn expressed concern about the limitation to 12 weeks combined for spouses taking FMLA leave, whereas an employee whose spouse works elsewhere is entitled to the full 12 weeks individually. She stated she feels this regulation penalizes married people and moved to grant the full 12 weeks to each person in a married couple, but the motion died for lack of a second.

Council Member Blackburn then asked if sick leave carries over from year to year. Director Futrell stated it accrues without limit.

Council Member Glover asked about school involvement for South Greenville Elementary.

City Manager Lipscomb stated that policy pre-dated her employment with Greenville, but she believes it was some type of partnership with the school. It was never fully developed, but she is scheduled to meet with school officials to get it going. This will be paid time for employees, but regular school involvement leave is not.

Council Member Smith moved to amend Section 3 so that written warnings remain active for 18 months instead of 24 months. Council Member Glover seconded the motion, which passed by a vote of 5 to 1, with Council Member Smiley casting the dissenting vote.

City Manager Lipscomb noted that a resolution to adopt the revised policy is included the regular meeting agenda for the upcoming meeting. It was the consensus of the City Council to continue that item to September.

ADJOURNMENT

Council Member Smiley moved to adjourn the meeting, seconded by Council Member Croskery. There being no further discussion, the motion passed by unanimous vote and Mayor Thomas adjourned the meeting at 7:00 p.m.

Respectfully submitted,

Carol L. Barwick, CMC
City Clerk



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Ordinance enacting and adopting Supplement #2016-S8 to the City of Greenville Code of Ordinances

Explanation: **Abstract:** The City Council will consider adopting and enacting a supplement to the Code of Ordinances which incorporates all ordinances of a general and permanent nature adopted after November 13, 2014 and on or before March 31, 2016.

Explanation: In accordance with a Codification Agreement (Contract No. 1757) dated November 14, 2008 between the City of Greenville and the North Carolina League of Municipalities, along with its code contractor, American Legal Publishing Corporation, the Code of Ordinances was fully revised and updated to include all ordinances adopted through October 8, 2009. Subsequent to this initial revision and update, American Legal Publishing Corporation maintains the City Code by producing periodic supplements to the printed version and hosting/updating an online version of the City Code.

Supplement #2016-S8 incorporates all ordinances of a general and permanent nature enacted after November 13, 2014, and on or before March 31, 2016.

Fiscal Note: Total cost for production of Supplement #2016-S8 is estimated at \$3,000.

Recommendation: Adopt the attached ordinance enacting and adopting Supplement #2016-S8 to the City of Greenville's Code of Ordinances.

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ORDINANCE NO. 16-_____

AN ORDINANCE ENACTING AND ADOPTING SUPPLEMENT NUMBER 2016-S8 TO
THE CODE OF ORDINANCES OF THE CITY OF GREENVILLE, NORTH CAROLINA

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed Supplement Number 2016-S8 to the Code of Ordinances of the City of Greenville, North Carolina, which supplement contains all ordinances of a general and permanent nature enacted after November 13, 2014, and on or before March 31, 2016; and

WHEREAS, North Carolina General Statute 160A-77 empowers and authorizes the City of Greenville to adopt and issue a code of its ordinances in book form and to adopt supplements.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GREENVILLE:

Section 1. That Supplement Number 2016-S8 to the Code of Ordinances of the City of Greenville, North Carolina, as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, be and the same is hereby adopted by reference as if set out in its entirety.

Section 2. Such supplement shall be deemed published as of the day of its adoption and approval by the City Council of the City of Greenville, and the City Clerk of the City of Greenville, North Carolina, is hereby authorized and ordered to insert such supplement in the copy of the Code of Ordinances kept on file in the Office of the City Clerk.

Section 3. This ordinance shall become effective upon its adoption.

This the 15th day of August, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Resolution amending the appointment process of the membership of the Greenville Youth Council

Explanation: **Abstract:** The proposed resolution allows appointment of students from other Pitt County area high schools to fill vacancies from schools who have not recommended a student for their designated representative membership to the Greenville Youth Council.

Explanation: In August 2005, Resolution No. 05-51 established the Greenville Youth Council. The composition of the Council was twenty (20) members. In November of that year, Resolution No. 05-90 increased the composition to twenty-five (25) members; and in March of 2014, Resolution No. 012-14 amended the membership by reducing the composition back to twenty (20) members. Members of the Youth Council are recommended by the schools and then appointed by City Council. The current appointment schedule allows for each of the public high schools in Pitt County to recommend up to 3 representatives from each school, and the remaining 5 representatives come from charter schools, private schools, and home schools in Pitt County.

In an effort to fill vacancies on the Youth Council, during the Youth Council's meeting of April 4, 2016, members reviewed and discussed the City's Membership and Attendance Policy for Boards and Commissions and their recruitment efforts to fill available slots on the Council. Available slots were advertised in The Daily Reflector, and members have made announcements to their school's clubs, organizations, and places of worship.

At the April 4, 2016 meeting, the Youth Council unanimously voted to recommend to the City Council an amendment to their appointment process such that students from any of the designated Pitt County Schools be allowed to fill vacant slots after October 1 of each year.

The attached resolution will allow students from Pitt County public high schools, private schools, charter schools and home schools to be appointed to available

slots after October 1 without compliance with the representative requirement as set forth in subsections (a) and (b).

Fiscal Note: No direct cost

Recommendation: Approval of the resolution in accordance with the recommendations of the Youth Council.

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[2016_RESOLUTION_AMENDING_THE_MEMBERSHIP_OF_THE_GREENVILLE_YOUTH_COUNCIL_1032884](#)

RESOLUTION NO. -16
RESOLUTION AMENDING THE APPOINTMENT PROCESS OF
THE MEMBERSHIP OF THE GREENVILLE YOUTH COUNCIL

WHEREAS, by Resolution No. 05-51, the City Council of the City of Greenville established the Greenville Youth Council;

WHEREAS, by Resolution No. 05-90, the membership of the Greenville Youth Council was increased by including a representative of a named private school and a home school schooled student;

WHEREAS, by Resolution No. 012-14, the membership of the Greenville Youth Council was increased by including a method for the appointment of representatives from private high schools; and

WHEREAS, the relaxation of the representative requirements of Youth Council members after each Youth Council year commences will facilitate the appointment of members to the Greenville Youth Council;

NOW, THEREFORE, BE IT RESOLVED by the Greenville City Council that the Resolution establishing the Greenville Youth Council (Resolution No. 05-51) as amended by Resolution 05-90 and Resolution No. 012-14, be and is hereby amended by rewriting paragraph 1 of the section entitled Membership; Appointment; Terms, Compensation to read as follows:

1. The Greenville Youth Council shall be composed of 20 members as follows:
 - (a) A total of fifteen (15) representatives from the Pitt County public high schools of which there may be no more than three (3) representatives from each Pitt County public high school, except as provided in subsection (c) below.
 - (b) A total of five (5) representatives from private schools, charter schools, and home schools located in Pitt County of which there may be no more than one (1) representative from each school, except as provided in subsection (c) below.
 - (c) After October 1 of each year, students from the Pitt County public high schools and students from private schools, charter schools, and home schools located in Pitt County may be appointed as a member to fill positions which are vacant for the current October to September year of the Youth Council without compliance with the representative requirements set forth in subsections (a) and (b) above.

This the 15th day of August, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Reclassification and reallocation request for the Sanitation Division of the Public Works Department

Explanation: **Abstract:** As part of the five-year solid waste plan for efficiencies in the Sanitation Division of the Public Works Department and to maximize departmental effectiveness, the Public Works Department is proposing to reclassify two Refuse Collector positions within the Sanitation Division to better align with departmental operations and long-term needs.

Explanation: The implementation of the City's five-year solid waste plan to create a more efficient and cost-effective solid waste service has resulted in the need to reclassify two Refuse Collector positions to Sanitation Crew Leader I positions. The Sanitation Division is entering the fifth year of the plan and has utilized Refuse Collectors with a Commercial Driver's License as fill-in drivers when Sanitation Crew Leaders are unable to report for work. During the implementation of the five-year plan, Refuse Collectors have been utilized each week to drive refuse trucks on collection routes. Their service in this capacity has given them the opportunity to operate refuse trucks and learn collection practices while helping the Sanitation Division maintain service schedules. Refuse Collectors providing fill-in driver services represent all five of the Sanitation Division's most recent promotions to the position of Sanitation Crew Leader I.

The requested action involves reclassification of two allocated Refuse Collectors to the position of Sanitation Crew Leader I. The two additional Sanitation Crew Leader I positions will allow the Sanitation Division the ability to maintain a more consistent schedule as the positions would be the only designated fill-in crew leaders. The Sanitation Division currently has 25 Crew Leader positions. When Crew Leader absences exceed the Division's alternate driver pool, collection routes are delayed. The Division reassigns Crew Leaders to ensure garbage collection is the top priority. By approving this request, the need to delay yard waste collection routes due to Crew Leader absences may be reduced.

If approved, a competitive selection process will be conducted to fill the

reclassified positions.

Following are the current and proposed allocations for the Refuse Collector, Sanitation Crew Leader I, and Sanitation Crew Leader II classifications:

	Current Allocation	Proposed Allocation
Refuse Collector	21	19
Sanitation Crew Leader I	20	22
Sanitation Crew Leader II	5	5
Total Allocation	46	46

Fiscal Note: Sanitation Division: Increase in salaries of \$3,946.94 (salaries and benefits)

Recommendation: Approve the reclassification and allocations of positions as identified.

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City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Ordinance to amend the Manual of Fees to increase the off-duty rate of pay for the Greenville Police Department

Explanation: **Abstract:** Attached is a resolution amending the Manual of Fees for the off-duty officer fee per hour from \$30.00 per hour to \$35.00 per hour for the services of an officer and \$40.00 per hour for the services of a supervisor.

Explanation: The off-duty fee per hour for the service of a Greenville Police Department (GPD) officer's service is outlined in the Manual of Fees that is approved by City Council. Currently, the off-duty rate is \$30.00 per hour. The GPD officer is paid \$27.00 per hour by the City for off-duty services provided to clients. The GPD charges the client \$30.00 per hour, which includes the officer's rate of \$27.00 per hour and an administrative fee of \$3.00 per hour. The administrative fee covers the City's cost of matching Social Security and Medicare expense (i.e. FICA). Currently, the GPD coordinates the scheduling of off-duty work and bills the client for reimbursement of the services provided at the \$30.00 rate per hour.

Off-duty rates were last amended in 2007 based on the average rate of pay at that time. The rates have not been increased to be comparable to the current average pay rate of police officers. Over the last couple of months, the Police Department and the City Attorney's Office have been reviewing the program for possible cost savings.

The Police Department posted a Request for Proposal to outsource off-duty scheduling and billing. Outsourcing this process will eliminate the need for Tele-staff, the software program the Police Department currently utilizes to schedule off-duty work, providing a cost savings of over \$7,000 per year in annual software fees. The contract for off-duty scheduling and billing has been awarded to Hart-Halsey. There is no cost to the City for this service. As part of the contract, Hart-Halsey will schedule the off-duty services with the client on behalf of the City. All off-duty work performed by GPD officers will still be guided by GPD's Policies and Procedures.

The Police Department proposes increasing the off-duty rate billed to clients to \$35.00 per hour for an officer and \$40.00 per hour for a supervisor in situations where the detail requires a supervisor. The following is a breakdown of the fee per hour:

	Officer	Supervisor
Rate Paid to Employee by City	\$32.00	\$37.00
Administrative Fee	\$3.00	\$3.00
Total	\$35.00	\$40.00

The GPD will pay the officer for the off-duty hours worked at a rate per hour of \$32.00 (officer) or \$37.00 (supervisor). Hart-Halsey will reimburse the City for the off-duty services at a per hour rate of \$35.00 (officer) or \$40.00 (supervisor). Hart-Halsey will then collect reimbursement from the client(s) for the services provided. The advantage of this contract to the GPD is that the City is reimbursed from Hart-Halsey only and does not have to extend resources to receive reimbursement from various clients. In addition, the contract will provide a cost savings of over \$7,000 per year in annual software fees. For comparison purposes, the Pitt County Sheriff's Office currently charges \$37.00 per hour.

It should be noted that off-duty, also called extra-duty, work is not related to overtime. GPD officers may work no more than 40 hours combined of off-duty and/or overtime in a two-week pay period as part of GPD's Fatigue Prevention Policy except as approved for civil disturbances, natural disasters, or other unforeseen circumstances as approved by the Chief of Police.

In addition to scheduling off-duty, Hart-Halsey will maintain a customer service phone line dedicated to the service of clients in our community desiring to have GPD officers work in an off-duty capacity. Likewise, Hart-Halsey will handle the invoice process/payment from customers and reimburse the City for off-duty work, with no cost to the City. This same system has recently been implemented successfully in Burlington, N.C.

Fiscal Note: No direct financial impact to the City.

Recommendation: Approve the attached ordinance amending the Manual of Fees to increase the off-duty rate for GPD to \$35.00 per hour for an officer's service and \$40.00 per hour for a supervisor's service with both rates inclusive of an administrative fee of \$3.00 per hour, effective October 1, 2016.

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 [Amendment to Manual of Fees Off duty rate 1034211](#)

ORDINANCE NO. 16-

AN ORDINANCE AMENDING THE MANUAL OF FEES RELATING TO POLICE FEES

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

Section 1. That the Manual of Fees of the City of Greenville, North Carolina, be and is hereby amended by amending the Off-Duty Fee contained in the Police Fees to read as follows:

<u>ACCOUNT NUMBER</u>	<u>SERVICE</u>	<u>FEE</u>
010-01-45-00-000-000-454000	Off- Duty Fee – Officer	Company Charge - \$35.00 Employee Pay - \$32.00
010-01-45-00-000-000-454000	Off-Duty Fee – Supervisor	Company Charge - \$40.00 Employee Pay - \$37.00

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3. Any part or provision of this ordinance found by a court of competent jurisdiction to be in violation of the Constitution or laws of the United States or North Carolina is hereby deemed severable and shall not affect the validity of the remaining provisions of the ordinance.

Section 4. The fees outlined in this ordinance shall become effective October 1, 2016.

This the 15th day of August, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Ordinances approving Greenville Utilities Commission's capital projects budgets

Explanation: **Abstract:** Greenville Utilities Commission seeks adoption of ordinances establishing FY 2016-17 capital project budgets for the enterprise operations.

Explanation: At the June 9, 2016 Greenville Utilities Commission (GUC) regular meeting, the GUC Board of Commissioners adopted the FY 2016-17 budget and approved establishment of capital projects for the enterprise operations. City Council approved GUC's FY 2016-17 operating budget on June 16, 2016. GUC seeks adoption of the attached ordinances approving the capital projects for the enterprise operations. The attached reimbursement resolution 039-16 was approved by City Council on June 16, 2016.

Fiscal Note: No cost to the City

Recommendation: Adopt the attached capital project budget ordinances

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[Ordinances for GUC Capital Projects](#)

[Resolution - Capital Projects](#)

ORDINANCE NO. 16-_____

ELECTRIC CAPITAL PROJECT BUDGET
POD #3 TO SIMPSON SUBSTATION 115 KV TRANSMISSION LOOP

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

Section 1. Revenues. Revenues of the Electric Capital Project Budget, POD #3 to Simpson Substation 115 kV Transmission Loop, is hereby established to read as follows:

Revenue

Long-term debt	<u>\$300,000</u>	
Total Project Revenue		<u><u>\$300,000</u></u>

Section 2. Expenditures. Expenditures of the Electric Capital Project Budget, POD #3 to Simpson Substation 115 kV Transmission Loop, is hereby established to read as follows:

Expenditures

Project costs	<u>\$300,000</u>	
Total Project Expenditures		<u><u>\$300,000</u></u>

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

Section 4. This ordinance shall become effective upon its adoption.

Adopted this the _____ day of _____, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

ORDINANCE NO. 16-_____

SEWER CAPITAL PROJECT BUDGET
10TH ST. CONNECTOR PROJECT

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

Section 1. Revenues. Revenues of the Sewer Capital Project Budget, 10th St. Connector Project, is hereby established to read as follows:

Revenue

Long-term debt	<u>\$306,000</u>	
Total Project Revenue		<u><u>\$306,000</u></u>

Section 2. Expenditures. Expenditures of the Sewer Capital Project Budget, 10th St. Connector Project, is hereby established to read as follows:

Expenditures

Project costs	<u>\$306,000</u>	
Total Project Expenditures		<u><u>\$306,000</u></u>

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

Section 4. This ordinance shall become effective upon its adoption.

Adopted this the _____ day of _____, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

ORDINANCE NO. 16-_____
GAS CAPITAL PROJECT BUDGET
THOMAS LANGSTON ROAD ENHANCEMENT PROJECT

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

Section 1. Revenues. Revenues of the Gas Capital Project Budget, Thomas Langston Road Enhancement Project, is hereby established to read as follows:

Revenue

Capital Projects Fund Balance	<u>\$1,000,000</u>	
Total Project Revenue		<u><u>\$1,000,000</u></u>

Section 2. Expenditures. Expenditures of the Gas Capital Project Budget, Thomas Langston Road Enhancement Project, is hereby established to read as follows:

Expenditures

Project costs	<u>\$1,000,000</u>	
Total Project Expenditures		<u><u>\$1,000,000</u></u>

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

Section 4. This ordinance shall become effective upon its adoption.

Adopted this the _____ day of _____, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

ORDINANCE NO. 16-_____

FACILITIES CAPITAL PROJECT BUDGET
NEW OPERATIONS CENTER PHASE 2

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

Section 1. Revenues. Revenues of the Facilities Capital Project Budget, New Operations Center Phase 2, is hereby established to read as follows:

Revenue

Long-term Debt	<u>\$4,000,000</u>	
Total Project Revenue		<u><u>\$4,000,000</u></u>

Section 2. Expenditures. Expenditures of the Facilities Capital Project Budget, New Operations Center Phase 2, is hereby established to read as follows:

Expenditures

Project costs	<u>\$4,000,000</u>	
Total Project Expenditures		<u><u>\$4,000,000</u></u>

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

Section 4. This ordinance shall become effective upon its adoption.

Adopted this the _____ day of _____, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

RESOLUTION NO. 039-16
RESOLUTION DECLARING THE INTENTION OF THE
CITY COUNCIL OF THE CITY OF GREENVILLE TO REIMBURSE THE
GREENVILLE UTILITIES COMMISSION, OF THE CITY OF GREENVILLE, NORTH
CAROLINA, A BODY POLITIC DULY CHARTERED BY THE STATE OF NORTH
CAROLINA, FROM THE PROCEEDS OF ONE OR MORE TAX EXEMPT
FINANCING FOR CERTAIN EXPENDITURES MADE AND TO BE MADE IN
CONNECTION WITH THE ACQUISITION AND CONSTRUCTION OF CERTAIN
CAPITAL IMPROVEMENTS

WHEREAS, the Greenville Utilities Commission of the City of Greenville, North Carolina, a body politic duly chartered by the State of North Carolina, (the Commission) has determined to pay certain expenditures (the "Expenditures") incurred no more than 60 days prior to the date hereof and thereafter relating to the acquisition and construction of certain improvements (collectively, the "Project") more fully described in Exhibit A attached hereto, consisting of improvements to its electric, gas, sanitary sewer and water systems (collectively, the "System"); and

WHEREAS, the City Council of the City of Greenville, North Carolina (the "City Council") has determined that those moneys previously advanced by the Commission no more than 60 days prior to the date hereof to pay such Expenditures are available only on a temporary period and that it is necessary to reimburse the Commission for the Expenditures from the proceeds of one or more issues of tax-exempt obligations (the "Debt");

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL as follows:

Section 1. The City Council hereby declares concurrence with the Commission's intent to reimburse the Commission from the proceeds of the Debt for the Expenditures made with respect to the Project no more than 60 days prior to the date hereof and thereafter. The City Council reasonably expects on the date hereof that it will reimburse the Commission for the Expenditures from the proceeds of a like amount of the Debt.

Section 2. Each Expenditure was or will be either (a) of a type chargeable to capital account under general federal income tax principles (determined as of the date of the Expenditures), (b) the cost of issuance with respect to the Debt, (c) a non-recurring item that is not customarily payable from current revenues of the System, or (d) a grant to a party that is not related to or an agent of the Commission or City of Greenville, North Carolina (the "City") so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Commission or City.

Section 3. The principal amount of the Tax Exempt Financing estimated to be issued to reimburse the Commission for Expenditures for the Improvements is estimated to be not more than \$5,606,000.

Section 4. The Commission and the City will make a reimbursement allocation, which is a written allocation by the Commission and the City that evidences the Commission's

use of proceeds of the Debt to reimburse an Expenditure no later than 18 months after the later of the date on which such Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The City Council recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, certain de minimis amounts, (expenditures by "small issuers" based on the year of issuance and not the year of expenditure), and expenditures for construction projects of at least 5 years.

Section 5. The resolution shall take effect immediately upon its passage.

Adopted this the 16th day of June, 2016.



Allen M. Thomas, Mayor

ATTEST:



Carol L. Barwick, City Clerk



EXHIBIT A

THE IMPROVEMENTS

The Improvements referenced in the resolution include, but are not limited to, all operating and capital expenditures associated with the purchase, design and construction of:

ECP10168 POD #3 to Simpson Substation 115 kV Transmission Loop	\$300,000
SCP10217 10 th St. Connector Project	306,000
GCP10094 Thomas Langston Road Enhancement Project	1,000,000
FCP10072 New Operations Center Phase 2	<u>4,000,000</u>
	<u>\$5,606,000</u>



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Sewer capital project budget ordinance for Greenville Utilities Commission's Candlewick Area Sanitary District Sewer Project

Explanation: **Abstract:** Greenville Utilities Commission seeks adoption of a sewer capital project budget for the Candlewick Area Sanitary District Sewer Project.

Explanation: Pitt County, on behalf of the Candlewick Area Sanitary District (CASD), has received approximately \$3.0 million in grant funding to construct a sanitary sewer system within the boundaries of CASD, an area that lies within GUC's Sewer Master Planning Area. GUC plans to cost participate in this project to upsize the planned facilities to ensure they can accommodate future sewer extensions for regional service within the Master Planning Area. The area that can be served by the upsized facilities is approximately 1,100 acres.

Upsizing costs represent the costs that are incurred that are above and beyond the cost of the facilities needed to serve just the CASD area. GUC staff has completed its work with the project engineering consultant to determine the appropriate budget amount to cover funding of the project infrastructure upsizing. The current project schedule includes having an interlocal agreement approved by September 11, 2016; receiving construction bids in the March/April 2017 timeframe, and having construction completed on the project by June 11, 2018.

The GUC Board of Commissioners adopted the sewer capital project budget in the amount of \$700,000 and recommends similar action by City Council.


Fiscal Note: No cost to the City.

Recommendation: Adopt the attached sewer capital project budget ordinance

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

Attachments / click to download

 [Ordinance- Candlewick](#)

 [Map Candlewick](#)

ORDINANCE NO. 16-_____

SEWER CAPITAL PROJECT BUDGET
Candlewick Area Sanitary District Sewer Project

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

Section 1. Revenues. Revenues of the Sewer Capital Project Budget, Candlewick Area Sanitary District Sewer Project, is hereby established to read as follows:

Revenue

Fund Balance	<u>\$700,000</u>	
Total Project Revenue		<u><u>\$700,000</u></u>

Section 2. Expenditures. Expenditures of the Sewer Capital Project Budget, Candlewick Area Sanitary District Sewer Project, is hereby established to read as follows:

Expenditures

Project costs	<u>\$700,000</u>	
Total Project Expenditures		<u><u>\$700,000</u></u>

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

Section 4. This ordinance shall become effective upon its adoption.

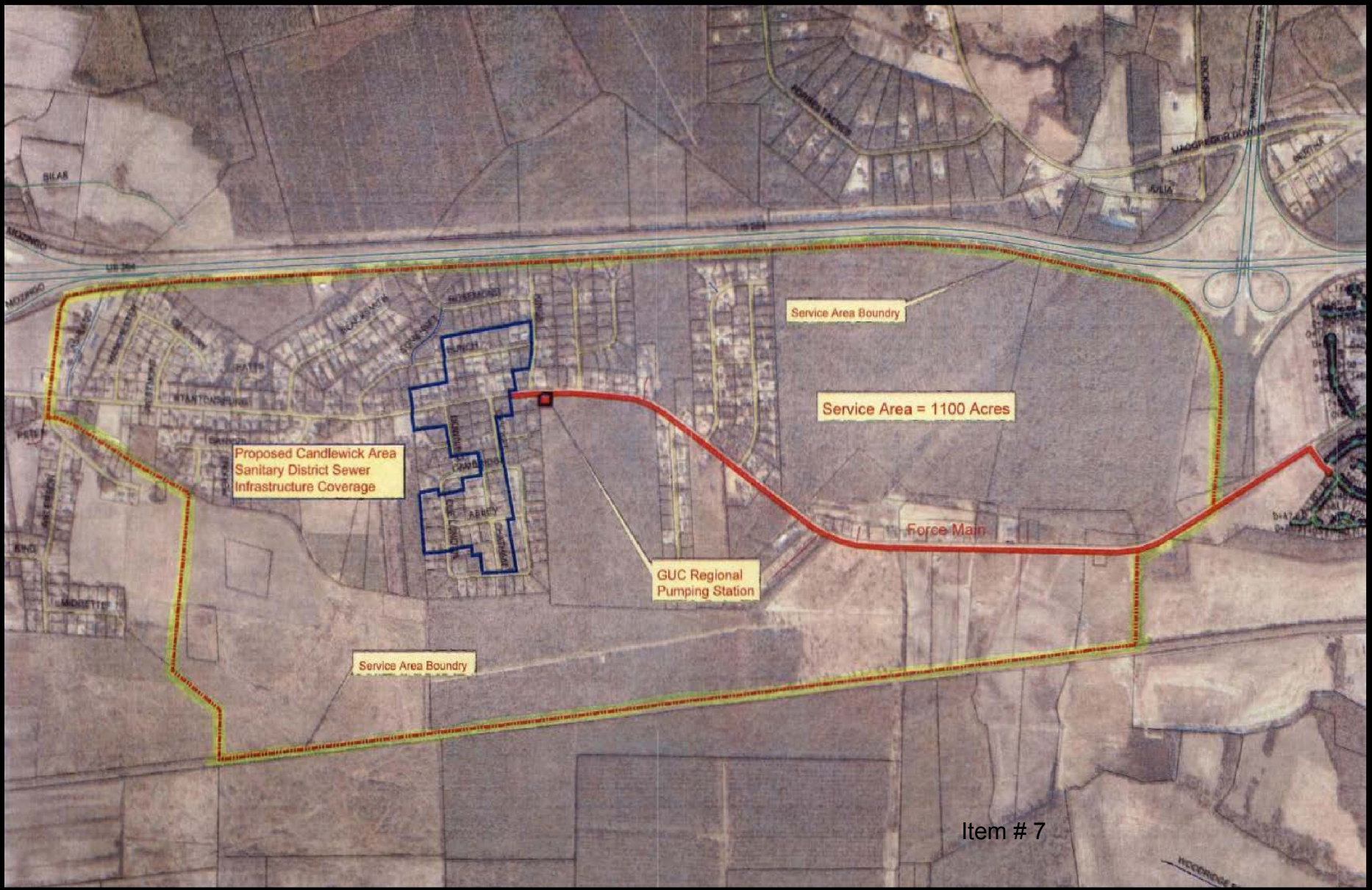
Adopted this the _____ day of _____, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

Exhibit A Map – GUC PS Service Area





City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Acceptance of 2015-16 Municipal Support Grants from ElectriCities and the Pitt County Development Commission

Explanation: **Abstract:** The City of Greenville's Office of Economic Development (OED) applied for two grants to update and redesign the current OED website. The City was awarded a grant in the amount of \$7,000 by Electricities and a grant for \$5,000 by the Pitt County Development Commission. These funds will be used to create a new platform and design, making the website more up to date, attractive, user friendly, and efficient.

Explanation: During the 2016 City Council Planning retreat, Council Members informed staff that the OED website was seemingly outdated and not user friendly. Therefore, City staff applied for two grants through Electricities and the Pitt County Development Commission to update and redesign the current OED website. The website is currently outdated and cumbersome to update, and the current content management system has a variety of issues hindering the ability to update it, keep up with ever-changing technology, and meet the expectations of City Council.

The City was awarded two grants totaling \$12,000 -- \$7,000 from ElectriCities and \$5,000 from the Pitt County Development Commission. These funds will provide a new platform and design to move the City's digital presence forward in a positive direction.

Benefits from this project include the ability to implement additional technology, provide more accurate and up-to-date information, and incorporate social media functions. With these added functions to the website, and increasing search engine optimization, external companies looking to expand will be able to find more information about the Greenville market.

Fiscal Note: The entire quote for redesigning the website is \$15,000. Grant funds in the amount of \$12,000 have been awarded, and OED has funds in the budget for the remaining cost of the project.

Recommendation: Authorize City staff to accept the 2015-16 Municipal Support Grants.

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Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Resolution Authorizing Certain Signatures on City of Greenville Purchase Orders, Contracts and Agreements

Explanation: **Abstract:** Attached is a resolution approving Kimberly Branch, Senior Financial Services Manager, as deputy finance officer for the purpose of signing purchase orders, contracts, and agreements as part of the preaudit certification for the disbursement of funds.

Explanation: North Carolina General Statute 159-28(a1) states that if a local written contract or written agreement requires the payment of money, or is evidenced by a written purchase order for supplies and materials, then the written contract, agreement, or purchase order shall include on its face a certificate stating that the instrument has been preaudited to assure that the budget ordinance includes an appropriation authorizing the obligation and an unencumbered balance remains in the appropriation sufficient to pay in the current fiscal year the sums obligated by the transaction. The Statute also states that the certificate shall be signed by the finance officer, or any deputy finance officer approved for this purpose by the governing board. This signature constitutes preaudit certification. An obligation incurred that has not been preaudited is invalid and may not be enforced.

The City's Financial Services Director position is currently authorized to perform preaudit certification in compliance with General Statute 159-28(a1). The Local Government Commission has recommended that local units designate a secondary position to complete the preaudit certification so as not to impede the unit's financial operations or to create instances where the unit would be out of compliance with the General Statute.

The attached resolution approves Kimberly Branch, Senior Financial Services Manager, as deputy finance officer for the purpose of signing purchase orders, contracts, and agreements as part of the preaudit certification for the disbursement of funds. This authorization shall be effective until the resolution is changed or modified by City Council.

Fiscal Note: No fiscal impact.

Recommendation: Approve the attached resolution approving Kimberly Branch, Senior Financial Services Manager, as deputy finance officer for the purpose of signing purchase orders, contracts, and agreements as part of the preaudit certification for the disbursement of funds.

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 [Deputy_Finance_Officer_Resolution_1030649](#)

RESOLUTION NO. -16

RESOLUTION AUTHORIZING SIGNATURES ON CITY OF GREENVILLE
PURCHASE ORDERS, CONTRACTS, AND AGREEMENTS

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

Section 1: That Kimberly Branch, Senior Financial Services Manager, is hereby designated as a Deputy Finance Officer for the sole purpose of signing City of Greenville purchase orders, contracts, and agreements as part of the Preaudit Certification for the disbursement of funds.

Section 2: This resolution shall become effective immediately upon its adoption and shall remain in full force and effect until rescinded or modified by resolution of the City Council.

RESOLVED this the 15th day of August, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Purchase request for twenty-three (23) Ford Interceptor Sedans/SUV for the Police Department

Explanation: **Abstract:** The Public Works Fleet Maintenance Division and the Police Department request approval to replace 23 police vehicles at a cost of \$769,289.76. The vehicles meet the criteria for replacement and have been approved by City Council as a part of the FY 16/17 Vehicle Replacement Fund authorized purchases. The new vehicles will replace 23 vehicles currently assigned to the Police Department, and the replaced vehicles will be sold as surplus.

Explanation: The Public Works Fleet Maintenance Division and the Police Department request approval for purchasing twenty-three (23) Ford Interceptor Sedans/SUVs. The purchase is being made through the North Carolina Sherriff Association Contract BID #15-01-0611 at a total cost of \$769,289.76. The proposed vehicles to be replaced have met all of the replacement criteria established within the Vehicle Replacement Fund Procedures.

The new vehicles will replace 23 police sedans/SUVs currently assigned to the Police Department, and the replaced vehicles will be sold as surplus.

Fiscal Note: The total cost for this purchase is \$769,289.76. The requested police sedans/SUV are replacement vehicles and are included in the City's approved FY 16/17 Vehicle Replacement Program purchase list. The newly purchased police sedans/SUVs will not increase the existing maintenance and fuel cost or the number of vehicles already assigned. Twenty-three (23) sedans/SUVs will be removed from the fleet and sold.

Recommendation: Staff requests City Council approve the purchase order request for 23 Ford Interceptor sedans/SUV from the 2016 Model North Carolina Sherriff Association Contract BID#15-01-0611.

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City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Memorandum of Understanding with East Carolina University relating to the Lucille W. Gorham Intergenerational Center

Explanation: **Abstract:** The Lucille W. Gorham Intergenerational Center is owned by the City of Greenville and managed by East Carolina University. An extension of the Memorandum of Understanding (MOU) to continue this cooperative effort is proposed to be approved. The goal is to provide a multidisciplinary community center to assist in meeting the program needs of West Greenville.

Explanation: The City of Greenville acquired the property in the Fall of 2006, which now comprises the Lucille W. Gorham Intergenerational Center. Since September 15, 2006, the City and East Carolina University have had a Memorandum of Understanding for the provision of services, lease of a building, and site management of the Intergenerational Center. The cooperative effort between the City of Greenville and East Carolina University is for the purpose of providing a multidisciplinary community center to assist in meeting the needs of West Greenville.

The current Memorandum of Understanding commenced on March 1, 2013, for a one-year period, with a provision that it could be extended for additional terms upon mutual agreement. It has been extended several times and will expire on August 31, 2016. The proposed extension is for a one-year period until August 31, 2017.

The MOU provides that the University will lease the first floor of the Lessie Bass Building. It provides that the University will provide services and activities at the Lessie Bass Building and that it will coordinate with a planning team relating to the services and activities. The planning team consists of persons appointed by the University and members of the Board of Directors of the Lucille W. Gorham Intergenerational Community Center, Inc. (a nonprofit corporation whose representatives have been working closely with the University in the activities and services at the Lessie Bass Building). The MOU recognizes that the second floor of the Lessie Bass Building is leased to this nonprofit and

provides that the University will cooperate with the shared use of the building. The MOU also provides that the University will provide site management for the Center by developing regulations relating to the use of the Center by the tenants of the Center. Currently, the State of North Carolina and the Lucille W. Gorham Intergenerational Community Center, Inc. are tenants on the property. A copy of the Memorandum of Understanding is attached.

Fiscal Note:

There are expenses to the City included in the Public Works Department budget for maintaining the buildings and grounds at the Lucille W. Gorham Intergenerational Center.

Recommendation:

Approval of the Memorandum of Understanding with East Carolina University relating to the Lucille W. Gorham Intergenerational Center.

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[📎 Exhibit "A" to Lease](#)

[📎 Intergenerational_Center_MOU_850881](#)

NORTH CAROLINA
PITT COUNTY

MEMORANDUM
OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING made and entered into this the _____ day of August, 2016, by and between the City of Greenville, a municipal corporation organized and existing pursuant to the laws of the State of North Carolina, Party of the First Part and hereinafter referred to as the CITY, and East Carolina University, a constituent institution of the University of North Carolina pursuant to N. C. GEN. STAT. 116-1, *et seq.*, Party of the Second Part and hereinafter referred to as the UNIVERSITY;

WITNESSETH:

WHEREAS, North Carolina General Statute 160A-456 authorizes the CITY to engage in community development programs and activities, North Carolina General Statute 160A-492 authorizes the CITY to undertake and engage in human relations programming and activities, and North Carolina General Statute 160A-353 authorizes the CITY to operate recreational facilities;

WHEREAS, North Carolina General Statute 160A-274 authorizes the CITY to lease, upon such terms and conditions it deems wise, to any other governmental unit any interest in real property and North Carolina General Statute 160A-20.1 authorizes the CITY to contract with any person, association, or corporation to carry out a public purpose that the CITY is authorized by law to engage in;

WHEREAS, the UNIVERSITY'S involvement in this cooperative effort is part of its mission of service to promote economic development, community engagement, and to provide educational and service opportunities for its faculty and students; and

WHEREAS, the CITY and the UNIVERSITY have agreed to partner and cooperate with each other in order to operate the facilities known as the Lucille W. Gorham Intergenerational Center.

NOW, THEREFORE, for and in consideration of the mutual benefits, covenants, and promises contained herein, the CITY and the UNIVERSITY agree as follows:

1. Purpose. The purpose of this Memorandum of Understanding is to provide for a

cooperative effort between the CITY and the UNIVERSITY for the operation of the Lucille W. Gorham Intergenerational Center in order to provide a multidisciplinary community center in an attempt to meet needs that exist in West Greenville. To the extent possible and consistent with the missions, resources, and operational limitations of the parties, this purpose will be accomplished by providing services and activities in such areas which may include, but are not necessarily limited to, the following: youth development, adult education, job training and placement, home ownership readiness counseling, and social work.

2. Definition of Center. For the purpose of this Memorandum of Understanding, the Lucille W. Gorham Intergenerational Center is defined as the property and buildings shown on the attached Exhibit A which is incorporated herein by reference. Buildings located upon the property, as shown on Exhibit A, are the former Sanctuary, former Rectory, former Annex, former School, and the Lessie Bass Building. The Lucille W. Gorham Intergenerational Center is hereinafter referred to as the CENTER. Whenever the CENTER is referred to in this Memorandum of Understanding it does not mean the legal entity of the Lucille W. Gorham Intergenerational Community Center, Inc.

3. Lease. The UNIVERSITY shall lease from the CITY the first floor of the Lessie Bass Building. The lease shall be on the terms as established in a separate lease agreement. It is understood and agreed that the second floor of the Lessie Bass Building, in part or whole, may be leased to the Lucille W. Gorham Intergenerational Community Center, Inc. In the event of such a lease for all or part of the second floor, the UNIVERSITY will cooperate with the Lucille W. Gorham Intergenerational Community Center, Inc. in connection with access to the Lessie Bass Building, the provision of services at the Lessie Bass Building, and other matters relating to the shared use of the Lessie Bass Building.

4. Services at the Lessie Bass Building. During the term of the lease agreement between the CITY and the UNIVERSITY described in Paragraph 3, above, the UNIVERSITY will operate programs and activities at the Lessie Bass Building in order to meet the objective of providing a multidisciplinary community center in an attempt to meet needs that exist in West Greenville by providing services and activities in the sole discretion of the UNIVERSITY, after

receipt and consideration of input from the planning team hereinafter described, in such areas which may include, but are not necessarily limited to, the following: youth development, adult education, job training and placement, home ownership readiness counseling, social work services, student support (interns, service learning), interior design services, assessment and evaluation services, health services, business services, culture and fine arts services, and grant writing support. Subject to availability of appropriate and adequate resources, including but not limited to funding and personnel, the specific programs and activities proposed to be provided by the UNIVERSITY at the Lessie Bass Building are as follows:

- (a) Availability of social work services via UNIVERSITY faculty and/or students;
- (b) Coordination of a planning team to convene on-site at the CENTER on the second Friday of each month. The planning team will consist of the director of UNIVERSITY programs and activities at the Lessie Bass Building, five (5) UNIVERSITY faculty members, appointed by the UNIVERSITY, with at least one (1) of the five (5) being from the UNIVERSITY College of Human Ecology, and five (5) members of the Board of Directors of the Lucille W. Gorham Intergenerational Community Center, Inc., appointed by the Board of Directors of the Lucille W. Gorham Intergenerational Community Center, Inc. The planning team will provide consultation and advice regarding issues that pertain to the development of proposals for, administration and delivery of the services and activities of the CENTER and report those issues to the UNIVERSITY and the CITY. The planning team will solicit input from the advisory board referenced in subparagraph (f) below and will provide the advisory board information about the planning team's actions;
- (c) Provision of programmatic assessment and evaluation services to all tenants who occupy space and propose to deliver services and activities at the CENTER;
- (d) Requirement of semi-annual service reports from all tenants of the CENTER. The service reports will become a part of the annual service provider evaluation and assessment report generated by the UNIVERSITY;
- (e) Coordination of funding possibilities and grant proposals for the UNIVERSITY and, as appropriate, other tenants relating to use of the CENTER based on needs that exist in West Greenville;
- (f) Provision of assistance for an advisory board relating to the CENTER to consist of representatives from the community, the Lucille W. Gorham Intergenerational Community Center, Inc., CITY, UNIVERSITY, and community partners such as the Little Willie Center, Inc. of Pitt County and Pitt Community College, said advisory board to provide input to the UNIVERSITY on the tenants as provided in Paragraph 5 and to provide input on other matters relating to the CENTER to

the planning team as provided in subparagraph (b) above; and

- (g) Provision of such other services and programs determined to be appropriate by the UNIVERSITY after receipt and consideration of input from the planning team hereinbefore described.

5. Other Tenants. If vacancies occur, the UNIVERSITY will recruit, assess, and approve the tenants that will be providing services and activities at the buildings located at the CENTER other than the first floor of the Lessie Bass Building which will be used by the UNIVERSITY and other than the former Sanctuary which will not be leased to a tenant but, instead, will be used as a community building for meetings, programs and events approved by the UNIVERSITY. In determining the tenants, the UNIVERSITY will establish and utilize a process which includes input from an advisory board consisting of representatives from the community, Lucille W. Gorham Intergenerational Community Center, Inc., CITY, UNIVERSITY, and community partners such as the Little Willie Center, Inc. of Pitt County and Pitt Community College. The tenants, if any, shall be chosen by the UNIVERSITY after soliciting input from the advisory board with the objective of providing a multidisciplinary community center in an attempt to meet needs that exist in West Greenville by providing services and activities in such areas which may include, but are not necessarily limited to, the following: youth development, adult education, job training and placement, home ownership readiness counseling, and social work. The CITY will be the lessor in the lease with each tenant located at the CENTER.

6. Utilities, Maintenance and Repairs. The CITY or the tenant as provided in a lease will be responsible for the expense for the utilities (not including telephone services and network connections), maintenance, and repairs of all buildings located at the CENTER except that, during the term of the lease agreement described in Paragraph 3, above, the UNIVERSITY will be responsible for the expense for telephone and network connections serving or used for that portion of the Lessie Bass Building leased to UNIVERSITY and the UNIVERSITY will be responsible for the expense of utilities at the Lessie Bass Building. The lease of each tenant of a building, or portion of a building, located at the CENTER shall provide that the tenant is responsible, at the tenant's expense, for utilities, telephone and network connections unless the CITY determines otherwise. The lease of each tenant of a building, or portion of a building,

located at the CENTER shall provide that the tenant leases the property in its existing condition and that the tenant shall make no material alterations, additions, improvements, or renovations to the property without the prior approval of the CITY.

7. Operation Expenses. During the term of the lease agreement described in Paragraph 3, above, the UNIVERSITY will be responsible for providing, at its expense, the staffing, furniture, equipment, supplies, and other items necessary for its programs and activities in that portion of the Lessie Bass Building leased by the UNIVERSITY. The lease of each tenant of a building, or portion of a building, located at the CENTER shall provide that the tenant is responsible for providing, at the tenant's expense, the staffing, furniture, equipment, supplies and other items necessary for the programs and activities which they conduct.

8. Housekeeping Services. During the term of the lease agreement described in Paragraph 3, above, the UNIVERSITY will be responsible, at its expense, for housekeeping, cleaning, and janitorial services for that portion of the Lessie Bass Building leased by the UNIVERSITY. The lease of each tenant of a building, or portion of a building, located at the CENTER shall provide that the tenant is responsible, at the tenant's expense, for housekeeping, cleaning, and janitorial services at the buildings or portions of building used by them for the provision of programs and activities at the CENTER.

9. Report. The UNIVERSITY will provide a written report to the CITY on an annual basis which describes the services being provided at the CENTER, describes issues related to the CENTER, and evaluates the activities and effectiveness of the programs and activities being provided at the CENTER.

10. Site Management Duties. In addition to recruiting, assessing, and approving tenants, the UNIVERSITY will develop regulations relating to the use of the CENTER by the tenants, said regulations to include, but not be limited to, the manner to resolve any disputes or conflicts involving the tenants and the manner to respond to complaints by the tenants, which shall be made binding upon the tenants under the terms of their respective leases. It is understood and agreed that said regulations shall not result in a fee or a charge to a tenant unless

the tenant expressly agrees. Additionally, the UNIVERSITY will advise the CITY of any needed repairs or maintenance. The CITY will make repairs in an expedient manner. The payment of any rental amounts from tenants shall be made directly to the CITY and will be retained by the CITY.

11. Hold Harmless. To the extent permitted and limited by the laws of North Carolina, the CITY will indemnify and hold the UNIVERSITY harmless from any liabilities which are associated with its activities as the owner of the CENTER, and its activities relating to its responsibilities as described in this Memorandum of Understanding to the extent that such liability for damages is caused by or results from the acts of the CITY, its officers or employees. The UNIVERSITY will be responsible for the conduct of its officers and employees arising out of the performance of this Memorandum of Understanding to the extent permitted and limited by the laws of North Carolina, including the North Carolina Tort Claims Act, the Defense of State Employees Act, the Excess Liability Policy administered through the North Carolina Department of Insurance, subject to the availability of appropriations and in proportion to and to the extent that such liability for damages is caused by or results from the acts of the UNIVERSITY, its officers or employees. The lease of each tenant located at the Intergenerational Center shall provide that, to the extent permitted and limited by the laws of North Carolina, the tenant will indemnify and hold the CITY and the UNIVERSITY harmless from any liabilities associated with the programs and activities conducted by the tenant at the CENTER.

12. Naming of Center and Buildings. The CITY shall have the sole right to name the CENTER and the individual buildings located at the CENTER. No signs shall be erected at the CENTER without the express written approval of the CITY. The CITY will consult with the UNIVERSITY prior to naming the CENTER and the individual buildings located at the CENTER and prior to approving the erection of any signs at the CENTER. The lease of each tenant located at the CENTER shall provide that the CITY has the sole right to name the CENTER and the individual buildings located at the CENTER and that no signs shall be erected at the CENTER without the express written approval of the CITY.

13. Duration. The term of this Memorandum of Understanding shall be for a period

of one (1) year commencing on September 1, 2016. This Memorandum of Understanding may be extended for an additional term(s) upon the mutual written agreement of the parties.

14. Amendment. This Memorandum of Understanding contains the entire understanding of the parties and shall not be altered, amended, or modified, except by an agreement in writing executed by the duly authorized officials of both the UNIVERSITY and the CITY.

15. Governance. This Memorandum of Understanding shall be governed by the laws of the State of North Carolina.

IN WITNESS WHEREOF, the parties hereby have caused this Memorandum of Understanding to be executed in duplicate originals, as of the day and year first above written.

CITY OF GREENVILLE

By: _____
Allen M. Thomas, Mayor

EAST CAROLINA UNIVERSITY

By: _____
Cecil Staton, Chancellor

APPROVED AS TO FORM:

BY: _____
David A. Holec, City Attorney

PRE-AUDIT CERTIFICATION:

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

_____ Date _____
Bernita W. Demery, Director of Financial Services

Account Number _____

Project Code (if
applicable) _____

Exhibit A: Lucille W. Gorham Intergenerational Center



Boundary of Property

Building	Name
A	Former Sanctuary
B	Former Rectory
C	Former Annex
D	Former School
E	Lessie Bass Building





City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Landscape agreement with the North Carolina Department of Transportation for a section of North Memorial Drive

Explanation: **Abstract:** The Public Works Department requests approval of a landscape agreement between the North Carolina Department of Transportation (NCDOT) and the City of Greenville for maintenance of a proposed landscape enhancement of North Memorial Drive from Airport Road to the Tar River Bridge. This landscape project is proposed to be installed by NCDOT during the winter or spring of 2017. This project will include planting of additional trees, perennials, and ornamental plants to provide beautification of this section of the NCDOT highway. The City of Greenville Public Works Department will provide maintenance of the turf and landscape within this zone once the landscape project is complete. The funding for this landscape project installation will be provided by NCDOT, and the estimate for this enhancement project is approximately \$200,000.

Explanation: The City of Greenville Public Works Department requests approval of a landscape agreement (attached) between the City of Greenville and NCDOT for North Memorial Drive between Airport Road and the Tar River Bridge. Public Works Department and the NCDOT staffs have been developing a design for a landscape enhancement of N. Memorial Drive from Airport Road to the Tar River Bridge. After completion of the landscape design for this section of NCDOT highway, the project is proposed to be installed by NCDOT during the winter or spring of 2017. The project will include additional trees, perennials, and ornamental shrubs that will provide beautification of this section of roadway. NCDOT will fund the project installation, which is estimated to cost approximately \$200,000. The City of Greenville, by approving and entering into this landscape agreement, accepts responsibility for maintenance of the landscape and turf within the enhancement area upon completion of the project. The enhancement project will not be installed unless the City agrees to maintain the project area.

Fiscal Note: NCDOT will provide funds of approximately \$200,000 for installation of a

landscape enhancement on North Memorial Drive from Airport Road to the Tar River Bridge. The funds are through the Safe, Accountable, Flexible, Efficient Transportation Equity Act-- A Legacy for Users (SAFETEA-LU), which requires that the Surface Transportation Program funds be available for transportation enhancement activities in the Statewide Transportation Improvement Program. The fiscal impact to the City of Greenville for maintenance of the project area will be the following additional annual budgetary costs:

- Contract mowing (2-week intervals) and litter cleanup \$25,000
- Landscape supplies: includes mulch, fertilizer, seed, herbicides, plant replacements, and other miscellaneous supplies \$10,000

The additional \$35,000 per year of maintenance costs for turf and landscape enhancements in this NCDOT enhancement area, which is not presently maintained by the City, will be required to be included in the FY 2018 budget.

Recommendation: Approval of the municipal landscape maintenance agreement between the City of Greenville and NCDOT for the installation and maintenance of the proposed beautification plantings on North Memorial Drive between Airport Road and the Tar River Bridge.

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

Attachments / click to download

 [NCDOT Landscape Agreement](#)

NORTH CAROLINA
PITT COUNTY

LANDSCAPE AGREEMENT

DATE: 4/27/2016

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

AND

WBS Element: 46305.1.2

CFDA: 20.205

CITY OF GREENVILLE

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department" and the City of Greenville, a municipal corporation, hereinafter referred to as the "Municipality."

WITNESSETH:

WHEREAS, Section 1113 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA – LU), requires that the Surface Transportation Program funds be available for transportation enhancement activities in the Statewide Transportation Improvement Program; and,

WHEREAS, the Municipality has requested enhancement funding for certain landscape plantings in Pitt County; and,

WHEREAS, the Department has agreed to participate in the costs of said plantings, subject to conditions hereinafter set forth; and,

WHEREAS, the Department and the Municipality have also agreed to the maintenance of said plantings as hereinafter set out;

NOW, THEREFORE, the parties hereto, each in consideration of the promises and undertakings of the other as herein provided, do hereby covenant and agree, each with the other, as follows:

SCOPE OF THE PROJECT

1. The Project consists of installation of landscape plantings along US 13 (Memorial Blvd.) from Tar River Bridge to approximately north of SR 1441 (Airport Road).

PLANNING, DESIGN AND RIGHT OF WAY

2. The Department shall develop the landscape design and prepare the landscape plans and specifications in accordance with the Department's standard landscaping policies and procedures for highways.
3. All work shall be performed within the existing right of way and in accordance with Departmental standards, policies and procedures.
4. The Department does not anticipate the need to relocate and adjust any municipally-owned utilities at this time. If during the project it becomes necessary to adjust and relocate the municipally-owned utilities, the Municipality, at no expense to the Department, shall be responsible for the relocation and adjustment of all utilities in conflict with the landscape planting.

CONSTRUCTION AND MAINTENANCE

5. The Department shall install, or cause to be installed, said plantings in accordance with the plans and specifications of said project as filed with, and approved by, the Department.
6. Upon completion of the plantings installation, the Municipality shall assume responsibility for all maintenance and replacement of the landscape materials. Maintenance shall include, but not be limited to, the following: watering, mulching, pruning, fertilizing, weeding, pest control, mowing, and replacing plant materials. All costs of maintenance shall be borne by the Municipality.
 - A. The Municipality agrees to continually maintain all plantings in accordance with generally accepted horticultural practices. The Department shall have the right to periodically inspect the maintenance practices being utilized by the Municipality.
 - B. If the Department determines that the Municipality is not properly maintaining the plantings, the Department shall notify the Municipality. If proper maintenance is not performed by the Municipality within a reasonable time after notification, the Municipality agrees that the Department shall perform the necessary maintenance, or at the Department's option, shall return the planted area to a natural condition (i.e. seeded and mulched, etc.). It is further agreed that the costs of the restoration shall be reimbursed to the Department by the Municipality. Reimbursement to the Department shall be made in one final payment within sixty (60) days of invoicing by the Department. The Department shall charge a late payment penalty and interest on any unpaid balance due in accordance with N.C.G.S. § 147-86.23.

7. In the event the plantings require relocation or removal for highway construction, re-construction, maintenance or safety, the Municipality shall be given the option to remove or relocate any plantings it considers salvageable immediately upon notification by the Department, at no expense to the Department.

ADDITIONAL PROVISIONS

8. It is the policy of the Department not to enter into any agreement with another party that has been debarred by any government agency (Federal or State). The Municipality certifies, by signature of this agreement, that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal or State Department or Agency.
9. By Executive Order 24, issued by Governor Perdue, and N.C. G.S. § 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor).
10. Pursuant to G.S. 147-86.59, any person identified as engaging in investment activities in Iran, determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.58, is ineligible to contract with the State of North Carolina or any political subdivision of the State. The Iran Divestment Act of 2015, G.S. 147-55 et seq. requires that each vendor, prior to contracting with the State, certify that the contracting party meets the requirements of the Iran Disinvestment Act. The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the address www.nctreasurer.com/Iran and will be updated every 180 days.

By execution of this Agreement each Party certifies that neither it nor its Agents or Contactors/Subcontractors 1) are on the Final Divestment List of entities that the State Treasurer has determined engages in investment activities in Iran; 2) shall not utilize on any contract with the State agency any subcontractor that is identified on the Final Divestment List; and 3) that the undersigned are authorized by the Parties to make this Certification.

During the term of this Agreement, should the Parties receive information that a person is in violation of the Act as stated above, the Department will offer the person an opportunity to respond and the Department will take action as appropriate and provided for by law, rule, or

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Municipality by authority duly given.

WITNESS:

CITY OF GREENVILLE

BY: _____

BY: _____

TITLE: _____

TITLE: _____

DATE: _____

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Approved by the local governing body of the City of Greenville as attested to by the signature of Clerk _____ of said governing body on _____(Date)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

(SEAL)

(FINANCE OFFICER)

Federal Tax Identification Number

Remittance Address:
City of Greenville

DEPARTMENT OF TRANSPORTATION

BY: _____

(CHIEF ENGINEER)

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____(DATE)



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Contract award for the 2016 Bond Street Repairs Phase 1

Explanation: **Abstract:** The 2016 Bond Street Repairs Phase 1 will provide milling, resurfacing, ADA improvements, striping, and signal improvements on Arlington Boulevard from Heart Drive to Memorial Drive and on Red Banks Road from Greenville Boulevard to East Arlington Boulevard. Barnhill Contracting Company of Tarboro, NC, submitted the lowest base bid for this contract in the amount of \$2,257,374.60.

Explanation: Bids for the 2016 Bond Street Repairs Phase 1 were originally scheduled for opening on July 20, 2016. Only one bid was received. Staff, per State law, rejected the bid and returned it unopened to the bidder. Staff re-advertised the project and received bids on July 29, 2016. Two bids were received.


This project will mill, resurface, and provide new pavement markings on approximately 10.35 lane miles of roadway. It will also include ADA improvements and significant subgrade repairs in many areas of Arlington Boulevard and Red Banks Road. Additionally, traffic detection equipment at signals along the 10.35 lane miles will be upgraded to newer technology which will eliminate loops in the pavement and reduce maintenance costs in the future.

Fiscal Note: Funding for this project will come from the General Obligation Bond passed by citizens in November 2015. The proposed budget for this project, including a 10% contingency, is \$2,483,112.06.

Recommendation: City Council award a construction contract for the 2016 Bond Street Repairs Phase 1 to Barnhill Contracting Company of Tarboro, NC, in the amount of \$2,257,374.60.

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 [Bid Summary](#)

2016 Bond Street Repairs Phase 1

BID SUMMARY SHEET

City of Greenville, North Carolina

Engineering Division

Re-Bid Opening: July 29, 2016 @ 2:00 p.m.

<i>Contractor</i>	<i>Rec'd Addenda #1 & #2</i>		<i>5% Bid Bond</i>		<i>M/WBE Submitted</i>		<i>NCA Form Submitted</i>		<i>Total Base Bid</i>
	<i>Yes</i>	<i>No</i>	<i>Yes</i>	<i>No</i>	<i>Yes</i>	<i>No</i>	<i>Yes</i>	<i>No</i>	
Barnhill Contracting Co.	X		X		X		X		\$2,257,374.60
S. T. Wooten Corp.	X		X		X		X		\$2,335,521.00



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Report on Bids and Contracts Awarded

Explanation: **Abstract:** The Director of Financial Services reports monthly the bids and/or contracts awarded over a certain dollar threshold by the Purchasing Manager and City Manager.

Explanation: The Director of Financial Services reports that the following contracts were awarded during the months of June and July.

Date Awarded	Description	Vendor / PO #	Amount	MWBE Vendor?	Does Local Preference Apply?
6/9/2016	Tow Trucks	Auto Equipment 16000638	\$109,996.18	No	No
6/20/2016	Greenville Aquatics and Fitness Center Roof Replacement	DLT Roofing 16000643	\$130,759.00	No	No
7/13/2016	(4) Tahoe and Accessories *NC Sherriff's Association Cooperative Contract (No Bid)	Sir Walter Chevrolet Geo 17000005	\$150,446.00	No	No
7/15/2016	Ammunition State Contract (No Bid)	Lawmen's Distribution LLC 17000009	\$69,889.67	No	No
	Annual				


7/27/2016	Maintenance for Check Point Direct Enterprise Support (IT)	The Teneo Group 17000024	\$50,475.75	No	No
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Fiscal Note: Funding for the bids and contracts awarded is included in the City of Greenville's 2016-17 budget ordinance.

Recommendation: That the information be reflected in the City Council Minutes.

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 [Tow Truck Bid Tab](#)

 [GAFC Bid Tab](#)

BID TABULATION SHEET
City of Greenville, North Carolina
Financial Services Department



Find yourself in good company

Description: Tow Truck
Bid No: 15-16-43

Contractor	Address	Bid Bond	Base Bid	Add Alternates	Total Bid w/Alternates
Peterbilt	4204 Global Street Raleigh, NC 27610	N/A	\$110,720.00	N/A	
Peterbilt	4204 Global Street Raleigh, NC 27610	N/A	\$111,350.00	N/A	
White's Tractor and Truck Companies	7045 Albert Pick Road Greensboro, NC 27419	N/A	\$107,705.62	N/A	
Auto Equipment, Inc.	P. O. Box 392 Statesville, NC 28687	N/A	\$109,996.18	N/A	


Denisha Harris, Purchasing Manager

Date June 3, 2014 *****SELECTED VENDOR -- Auto Equipment*****



RECREATION AND PARKS

BID TABULATION SHEET
 City of Greenville, North Carolina
 Recreation and Parks Department

Project Name:	Greenville Aquatics & Fitness Center Roof Replacement	Project No.	PC-0002
Opening Location:	Jaycee Park Building 2000 Cedar Lane, Greenville, NC	Bid Opening Date:	Friday, April 1, 2016 2:00 PM

Contractor Name	Pre-bid & Site visit	MWBE Forms	Reference & Contractor Info	Acknowledged Addenda	Bid Amount
Curtis Construction	Yes	Yes	Yes	Yes	\$198,665.00
Etheridge Roofing Inc	Yes	Yes	Yes	Yes	\$164,311.00
DLT Roofing	Yes	Yes	Yes	Yes	\$130,759.00
Owens Roofing Inc	Yes	Yes	Yes	Yes	\$238,567.00
Muter Construction	Yes	Yes	Yes	Yes	\$172,591.00
AAR of North Carolina Inc.	Yes	Yes	Yes	Yes	\$172,850.00

Certified by: _____

Mike Watson, Parks Coordinator

COG 1025367 V2



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Various tax refunds greater than \$100

Explanation: **Abstract:** Pursuant to North Carolina General Statute 105-381, refunds are being reported to City Council. These are refunds created by a change or release of value for City of Greenville taxes by the Pitt County Tax Assessor. Pitt County Commissioners have previously approved these refunds; they are before City Council for their approval as well. These refunds will be reported as they occur when they exceed \$100.

Explanation: The Director of Financial Services reports refunds of the following taxes:

<u>Payee</u>	<u>Adjustment Refunds</u>	<u>Amount</u>
Cao, Cindy	Registered Property Tax	637.40
Cross, Raymond A.	Registered Motor Vehicle	111.35
Dixon, Joe N. Jr.	Registered Motor Vehicle	110.01
Gurkins, Jeston B.	Registered Motor Vehicle	111.46
Halifax County Tax Administration (on behalf of: Holmes, Cameron)	Registered Motor Vehicle	644.36
Looney, David J.	Registered Property Tax	411.48
McDowell, Tyler C.	Registered Motor Vehicle	127.21
Peaden, Kelly W.	Registered Motor Vehicle	112.29
Peyton Electric, Inc.	Registered Motor Vehicle	235.09
Serrano, Norma E.	Registered Property Tax	172.34
Stevenson, Mary W.	Registered Property Tax	128.33

Fiscal Note: The total to be refunded is \$2,801.32

Recommendation: Approval of tax refunds by City Council

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City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Budget ordinance amendment #1 to the 2016-2017 City of Greenville budget (Ordinance #16-036)

Explanation: **Abstract:** This budget amendment is for City Council to review and approve proposed changes to the adopted 2016-2017 budget and other funds as identified.

Explanation: Attached for consideration at the August 15, 2016, City Council meeting is an ordinance amending the 2016-2017 City of Greenville budget (Ordinance #16-036). For ease of reference, a footnote has been added to each line item of the budget ordinance amendment, which corresponds to the explanation below:

A. To reallocate funds budgeted from Capital Improvements into the departments that manage the capital expenses. This amendment will line up budget with how budget is allocated in the MUNIS Financial System for compliance (\$0).

B. To reappropriate budget funds remaining at the end of FY 2015-16 related to incomplete Capital Improvement Projects (\$968,423). The following is a list of projects and the remaining budget funds reappropriated:

Fire/Rescue #3 Parking Lot Improvement Project	\$139,551
Tar River Study Project	\$136,932
Public Works Department Prior Year Carryover	\$191,187
Town Common Improvements	\$260,534
Mast Arm Poles Project	\$100,000
City Hall Lobby Renovation Project	\$34,719
Fire/Rescue Defibrillators	\$35,500
Historical Loan Pilot Projects	\$70,000
Total	\$968,423

C. To reappropriate budget funds remaining at the end of FY 2015-16 related to

Economic Development Projects (\$285,000). The following is a list of projects and the remaining budget funds reappropriated:

Revolving Loan Fund	\$110,000
The Boundary Property Tax Credit	\$175,000
Total	\$285,000

Fiscal Note:

The budget ordinance amendment affects the General Fund by a total increase of \$1,253,423.


Fund Name	Original/Amended Budget	Proposed Amendment	Amended Budget 8/15/2016
General	\$82,640,550	\$1,253,423	\$83,893,973

Recommendation:

Approve the budget ordinance amendment #1 to the 2016-2017 City of Greenville budget (Ordinance #16-036).

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 [Budget Amendment FY 201 1033991](#)

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

Section I: Estimated Revenues and Appropriations. **General Fund**, of Ordinance 16-036, is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	ORIGINAL 2016-17 BUDGET		#1 Amended 8/15/16	Total Amendments	Amended 2016-2017 Budget
<u>ESTIMATED REVENUES</u>					
Property Tax	\$ 32,744,935		\$ -		\$ 32,744,935
Sales Tax	17,681,023		-	-	17,681,023
Video Prog. & Telecom. Service Tax	914,621		-	-	914,621
Rental Vehicle Gross Receipts	130,763		-	-	130,763
Utilities Franchise Tax	7,158,899		-	-	7,158,899
Motor Vehicle Tax	1,483,674		-	-	1,483,674
Other Unrestricted Intergov't Revenue	874,012		-	-	874,012
Powell Bill	2,220,065		-	-	2,220,065
Restricted Intergov't Revenues	929,310		-	-	929,310
Licenses, Permits and Fees	4,277,874		-	-	4,277,874
Rescue Service Transport	3,096,519		-	-	3,096,519
Parking Violation Penalties, Leases, & Meters	378,386		-	-	378,386
Other Sales & Services	343,328		-	-	343,328
Other Revenues	1,712,727		-	-	1,712,727
Interest on Investments	400,000		-	-	400,000
Transfers In GUC	6,498,420		-	-	6,498,420
Other Financing Sources	-		-	-	-
Appropriated Fund Balance	1,795,994	B, C	1,253,423	1,253,423	3,049,417
TOTAL REVENUES	\$ 82,640,550		\$ 1,253,423	\$ 1,253,423	\$ 83,893,973
<u>APPROPRIATIONS</u>					
Mayor/City Council	\$ 378,265		\$ -	\$ -	\$ 378,265
City Manager	2,181,371	B, C	355,000	355,000	2,536,371
City Clerk	244,879		-	-	244,879
City Attorney	455,059		-	-	455,059
Human Resources	2,796,037		-	-	2,796,037
Information Technology	2,963,382	A	173,000	173,000	3,136,382
Fire/Rescue	13,568,513	A, B	754,518	754,518	14,323,031
Financial Services	2,487,958		-	-	2,487,958
Recreation & Parks	7,572,763	A, B	2,158,916	2,158,916	9,731,679
Police	23,087,392	A	384,438	384,438	23,471,830
Public Works	9,470,961	A, B	1,400,809	1,400,809	10,871,770
Community Development	2,661,558		-	-	2,661,558
OPEB	500,000		-	-	500,000
Contingency	150,000		-	-	150,000
Indirect Cost Reimbursement	(1,432,859)		-	-	(1,432,859)
Capital Improvements	3,973,258	A	(3,973,258)	(3,973,258)	-
Total Appropriations	\$ 71,058,537		\$ 1,253,423	\$ 1,253,423	\$ 72,311,960
<u>OTHER FINANCING SOURCES</u>					
Transfers to Other Funds	\$ 11,582,013		\$ -	\$ -	\$ 11,582,013
	\$ 11,582,013		\$ -	\$ -	\$ 11,582,013
TOTAL APPROPRIATIONS	\$ 82,640,550		\$ 1,253,423	\$ 1,253,423	\$ 83,893,973

Section II: All ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed.

Adopted this 15th day of August, 2016

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Presentations by Boards and Commissions

- a. Historic Preservation Commission
- b. Recreation and Parks Commission

Explanation: The Historic Preservation Commission and the Recreation and Parks Commission are scheduled to make their annual presentations to City Council at the August 15, 2016 meeting.

Fiscal Note: No direct cost

Recommendation: Hear the presentations from the Historic Preservation Commission and the Recreation and Parks Commission

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City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Update on Imperial Tobacco Site Clean-Up

Explanation: **Abstract:** City staff will provide an update on the clean-up activities at the Imperial Tobacco site funded by the EPA Brownfield Grant.

Explanation: Since April of this year, identified environmental hazards have been remediated from the Imperial Tobacco site by the environmental remediation specialist HEPACO. City staff will update the City Council on those efforts. Funding for the clean-up activities have been funded by a \$400,000 EPA Brownfield grant to the City.

Fiscal Note: There are no new impacts to the general fund budget as part of this item.

Recommendation: Receive the report on Brownfield clean-up activities at the Imperial Tobacco site.

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City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Presentation by the Development Finance Initiative (DFI) from the UNC School of Government for the Imperial Tobacco project area

Explanation: **Abstract:** The City of Greenville has requested that representatives from the Development Finance Initiative of the UNC School of Government make a presentation on their experience in project development and economic reinvestment projects with an emphasis on services and the development potential for the Imperial Tobacco project site and area.

Explanation: In an effort to attract a transformational development project for the Imperial Tobacco project area, Economic Development staff would like to enlist the help of Development Finance Initiative (DFI) with the UNC School of Government. DFI partners with local governments in North Carolina to attract private investment for projects by providing specialized finance and development expertise. They are comprised of a team of finance and real estate development experts who have been successful in revitalizing downtowns and helping bring transformative projects to many cities across the state. The City of Greenville has previously worked with DFI on the evaluation of project proforma for The Boundary mixed-use development project and the proposed Sidewalk, LLC mixed-use development project.

Representatives of DFI will be present to make a presentation on their experience in these areas.

Fiscal Note: No cost associated with the presentation.

Recommendation: Staff recommends that City Council receive the presentation.

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City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Revision to Capital Investment Grant Program

Explanation: **Abstract:** The Capital Investment Grant (CIG) Program is proposed to be revised such that projects that include development of student housing as more than a tertiary component of the overall development project are not eligible to receive CIG funds.

Explanation: The Greenville City Council adopted the City's Capital Investment Grant (CIG) Program in April of 2013. The CIG Program was introduced as an initial step in developing a larger package of local economic development incentives, circumstances warranting.

The Capital Investment Grant (CIG) is a self-supporting grant program that is funded from the increases to the City's property tax revenues that are generated as a result of incentivized projects. Grant funds are dispersed annually, only after taxes have been paid on the properties associated with CIG projects. The grant can pay up to 75% of the projected net increase in City property tax revenue. The number (or duration) of annual grant disbursements can be adjusted from 3 to 7 years or longer, depending on project prioritization. After the grant term has concluded and all grant disbursements have been made, the project would generate full fiscal benefits as well as other direct and indirect positive economic impacts. Projects completed with the assistance of this grant otherwise would not have been completed without such assistance ("but for" provision); by helping to "close the deal" on economically beneficial projects, the incentive program is enabling the jurisdiction to come out ahead fiscally in the short-term but especially in the long-term (after the grant term has been completed).

One of City Council's priorities in creating the Office of Economic Development has been to attract private capital and thus increase the City's tax base. In 2013, when the CIG Program was introduced, the City had yet to attract a major mixed-use residential project in Uptown/Center City. With these considerations in mind, the CIG Program guidelines and scoring system were designed to include support for potentially catalytic mixed-use urban redevelopment projects, even

projects with student housing as a primary component. These projects were expected to increase urban density, business activity, and vibrancy downtown, in turn helping to attract additional activities, including market rate mixed-use residential. In the three years after the CIG Program was introduced, several major mixed-use development projects that emphasized student housing were either built in Uptown/Center City or went into the pipeline. A nationwide trend is for developers to build dense, multistory mixed-use student housing in downtown districts adjacent to colleges and universities, and Greenville/ECU is an attractive location for these types of projects.

In the last two years, however, members of City Council, the City Manager's Office, stakeholders, and citizens have expressed concerns that, if the community does not adequately plan for this downtown student housing trend, it could have negative impacts on the community. Some of the potential negative impacts are that student housing might become overbuilt; that, as the supply rises at a rapid rate, student housing developments built five or ten years ago might become blighted; that heavier concentrations of student housing projects in Uptown/Center City might crowd out potential market rate housing projects that do not wish to locate in close proximity to student-dominated environments; that student housing projects would snatch up many of the prime redevelopment sites, blocking the future potential of these sites to support even higher value capital investment and economic development projects once Uptown/Center City has evolved into an even more attractive "destination" place.

Given these concerns, the City Council Economic Development Committee asked staff to revise the CIG Program guidelines and scoring system to de-incentivize student housing among the types of mixed-use redevelopment projects that it supports. The proposed revision does not exclude any and all projects that include student housing altogether, but would add a stipulation that "Projects that include student housing as a primary or secondary (more than tertiary) component of the development program are not eligible for Capital Investment Grants." Under the revised CIG Program Guidelines, student housing would be defined as any uses that would be classified as "dormitory" under the City Code. Therefore, the CIG could still support a major mixed-use development project that incorporated a moderate number of student housing units but also included higher priority development components, such as offices, hotel, entertainment venue, etc. The rationale in using a descriptive standard (no more than "tertiary") instead of a formula (e.g., no more than 0.33 percent of the total square feet of development) is to provide City Council with more flexibility in interpreting and applying this new rule.

A copy of the proposed revised CIG Program Guidelines is attached.

Fiscal Note:

The proposed revision to the Capital Investment Grant Program Guidelines would have no immediate fiscal impact, although it might make it more difficult for certain projects to qualify for incentives.

Recommendation:

Staff recommends that City Council adopt the revised Capital Investment Program Guidelines.

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 [CIG Guidelines Revised Aug2016](#)

City of Greenville

Capital Investment Grant Program Guidelines

I. Introduction

The purpose of the Capital Investment Grant program is to support attraction and retention of quality job growth and tax base development through new investment in business. Economic development projects that infuse new private investment into the Greenville economy may be eligible for cash grant funds. The grant program is supported by increases of property tax revenue to the City of Greenville generated as a result of incentivized projects, which otherwise might not have been completed. All grant awards are approved by the City Council of the City of Greenville. The grant awards are dispersed in annual installments only after property taxes have been paid.

Qualifying Projects/Areas: Qualifying projects under the Capital Investment Grant program fall into two general categories:


1. **Economic Driver Projects** are projects with new investments (relocations or expansions of business operations) in "targeted" industry sectors or other driving or basic industries (e.g., biomed facility), which are expected to have a significant positive communitywide and/or regional economic development impact, or major investments in non-targeted sectors (e.g., distribution or call center) or commercial projects that exceed a \$15 million investment threshold. Because Economic Driver projects are expected to generate new quality job growth for Greenville's citizens and/or increase the size and diversity of the City's tax base, they qualify to apply for grant funds provided that they are located *within the Greenville corporate limits*.

Economic Driver Projects are eligible anywhere within the Greenville Corporate Limits



2. **Special Projects in EDI (Economic Development Investment) Zones** are projects not meeting the general qualifying standards (above) may qualify for a Capital Investment Grant provided that they are located in the Greenville Corporate Limits if they are located within designated EDI Zones and either (a) involve "catalytic" mixed-use (re)development and/or promote City Council goals (e.g., providing neighborhood-serving commercial in underserved areas), or (b) have the potential to transform districts, including community empowerment areas (e.g., West Greenville), further the City's Uni-Med Marketplace strategic vision (e.g., Center City, Medical District), or strengthen Greenville's status as a commercial hub and destination place for consumers and tourists in eastern North Carolina.

Special Projects must be located in an EDI Zone (dark areas on map) of the Greenville Corporate Limits



Projects that include student housing¹ as a primary or secondary (more than tertiary) component of the development program are not eligible for Capital Investment Grants.

¹ Student housing is defined as any uses that would be classified under the City's zoning code as Dormitory: "A building or group of buildings where group sleeping accommodations are provided with or without meals for persons not members of the same family group, in one room or in a series of closely associated rooms under joint occupancy and single management, such as a college dormitory or privately owned dormitory intended for use by college students."

Capital Investment Grant Program Guidelines

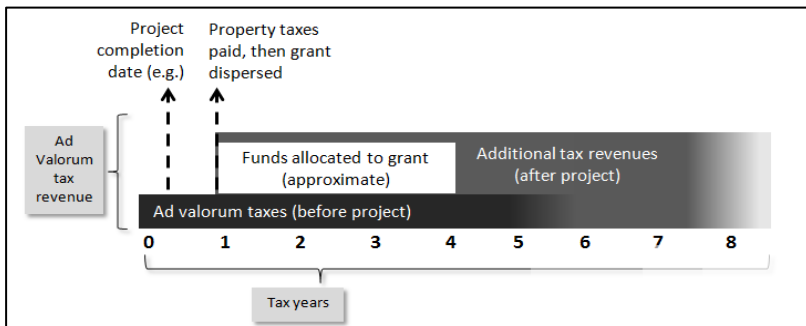
II. Policy Rationale and Fiscal Approach

The Capital Investment Grant program aims to attract projects that generate net positive economic value to the community, which were not expected to be feasible and/or be pursued to completion in the absence of the incentives – i.e., the economic and fiscal benefits are expected to exceed the costs of public investment. The grant program is effectively self-supported by the net increases in ad valorem tax revenue generated by new incentivized projects. After all annual installments have been allocated, it is expected that the City will enjoy the full value from the incentive private capital investment – increased and/or diversified tax base, employment, “spin off” economic activities, etc.

Annual installments are based on the annual increased tax revenue generated to the City of Greenville.

The annual installment is equal to no more than 75-percent of the increased ad valorem property tax revenue to the City of Greenville, while the remaining increased property tax revenue effectively

contributes to the City’s general revenue collections. It is expected that a project aided by a Capital Investment Grant otherwise would not have been completed without the incentive (“but for”); and that by helping to “close the deal” on an economically beneficial project, the incentive program at least partly enabled the jurisdiction to outperform the fiscal results that would have ensued in the absence of the incentive.



To maintain fiscal neutrality, the size of the annual installment is to be calculated in absolute terms – a larger capital investment will generate a higher “baseline” from which to dispense funds: the tax increment generated by a \$10 million private capital investment will be ten times larger than the tax increment generated by a \$1 million investment; therefore the potential annual installment for the \$10 million investment would generally be ten times larger than the annual installment for a \$1 million project.

The total size of the grant award, however, takes into consideration the extent to which a project furthers the City’s strategic planning goals. Although the size of annual installments is largely dependent on the increased annual tax revenue generated to the City of Greenville, the City Council can adjust the total amount of grant funds offered over the life of a Capital Investment Grant incentive package by increasing or decreasing the total number of annual installments awarded to the project. Cash grants typically represent up to 75-percent of 4-6 years (depending on prioritization) of expected increased property tax revenue; however, in special cases, the grant offer might be based on 7 - 12 years of additional revenue (e.g., to support a small, undercapitalized project of strategic importance; or to support a very large-scale economic driver project).

Annual payments will be made in March of each year based on the actual increased real ad valorem property tax revenue generated to the City of Greenville by the project from the previous tax year. The annual payments will be up to and not exceed the increased ad valorem property tax revenue generated to the City of Greenville by the project using the formula determined by staff and approved by the Greenville City Council. Disbursements will only be made if property taxes for the project are paid in full.

Capital Investment Grant Program Guidelines

III. Qualifying for a Grant Award

Staff initially consults with grant applicants to determine whether a prospective project qualifies for funding under the Capital Investment Grant program. If staff determines that a project does *not* qualify within one of two categories, staff will not recommend to City Council that the project be considered for funding under the program.

Economic Driver Projects: If a capital business investment (relocation or expansion) meets general qualifying standards as an Economic Driver Project, that project may be eligible for funding *anywhere within the Greenville corporate limits*. These projects are expected to generate significant positive communitywide and/or regional economic development impacts that will broadly benefit all citizens of Greenville. Economic Driver Projects will either create a high number of net new quality jobs (e.g., >50 new jobs) for citizens in the local/regional economy, or attract/retain talent in specialized, high-value fields that make Greenville more competitive economically. Economic Driver Projects not only generate direct economic benefits at the incentivized facility; they also tend to generate indirect economic activities from other local firms providing goods and services to the Economic Driver Project.

The City of Greenville may seek to capitalize on its existing strategic advantages in target sectors. Smaller-scale capital investments in these sectors may also qualify for grant funding, provided that they are expected to have disproportionately positive impacts. Even modest growth in target sectors might have the potential to enhance Greenville's economic competitiveness, spur innovation and entrepreneurial activities, and raise the community's economic profile.

Special Projects in EDI Zones: Projects not meeting the general qualifying standards as an Economic Driver Project, may qualify for a Capital Investment Grant provided that they are located in the Greenville Corporate Limits if they are located within designated EDI Zones and either (a). involve "catalytic" mixed-use (re)development and/or promote City Council goals (e.g., providing neighborhood-serving commercial in underserved areas), or (b). have the potential to transform districts, including community empowerment areas (e.g., West Greenville), further the City's Uni-Med Marketplace strategic vision (e.g., Center City, Medical District), or strengthen Greenville's status as a commercial hub and destination place for consumers and tourists in eastern North Carolina.

The City of Greenville has adopted six EDI Zones: Airport Area, Center City, Dickinson Avenue, East Tenth Street, Medical District, and West Greenville (See Appendix C: Map of EDI Zones).

Examples of catalytic projects within an EDI Zone:

- Hotel
- Retail/commercial anchor
- Mixed-use residential project in the Center City; however, projects that include student housing as a primary component of the development program are not eligible for Capital Investment Grants
- Major arts/entertainment venue

In reviewing grant requests for Special Projects in EDI Zones, staff and the City Council will consider, among other factors, to what extent the project promotes the goals and strategies addressed in relevant area and corridor plans or studies, including *Center City – West Greenville Revitalization Plan*, the *Medical District Plan*, the *Streetscape Master Plan*, and *Horizons* comprehensive plan. Additionally, the Council will consider to what extent a project supports economic development that will positively impact broad, diverse segments of the public.

Capital Investment Grant Program Guidelines

A few examples of goals and strategies addressed in City Council's Strategic Goals, the *Horizons* comprehensive plan, or other plans, which might be especially relevant to Capital Investment Grant projects in EDI Zones:

- Increase neighborhood-serving retail in underserved areas.
- Bring more retail and professional activities downtown (Center City, Dickinson Avenue).
- Expand and define the boundaries of downtown to connect to the residential neighborhoods both east and west of the center city (Center City, Dickinson Avenue, West Greenville, Medical District).
- Promote joint opportunities for quality development which enhance the growth, image, and identity of downtown Greenville and East Carolina University (Center City, Dickinson Avenue, East Tenth Street).
- Increase the scope of uses and activities in the downtown to create night and weekend activity (Center City, Dickinson Avenue, West Greenville).
- Increase the density and the scope of land use in the downtown core to create night and weekend activity (Center City, Dickinson Avenue, West Greenville).
- Encouragement of infill retail and entertainment uses along Evans Street and the key parcels on the Tenth Street corridor to provide critical mass.
- Development of an arts and science/cultural/entertainment district in the area bounded by Dickinson Avenue, Reade Circle, Evans Street, and Tenth Street (Center City, Dickinson Avenue, West Greenville).

The above is a partial list of goals and strategies that might apply to Special Projects in EDI Zones. Projects that promote multiple strategic goals are more likely to qualify and/or be prioritized for funding.

Applicants are urged to contact staff to ascertain whether a proposed project qualifies within one of the above two categories – Economic Driver Projects or Special Projects in EDI Zones.

IV. Scoring System

Qualifying projects may be eligible for a range of funding levels under the Capital Investment Grant depending on how well the project promotes the City of Greenville's strategic goals. To prioritize the most economically impactful investments, a points system (Appendix A) will be utilized for determining appropriate levels of funding for different types and scales of projects, which apply both to qualifying Economic Driver Projects and Special Projects in EDI Zones. The points system recognizes projects to the extent that they are expected to have significantly positive economic and fiscal impacts on Greenville (e.g., creation of new high quality jobs); that they further the City's land development and strategic economic goals; that they increase the numbers of market rate for lease and homeownership residential units in the Center City (not including student housing); that they increase the supply of premium spec office space; and that they demonstrate the financial viability of public and private investment in the project.

Projects that score especially high on the prioritization scale (over 40 points) can be offered a larger number of annual installments (e.g., 7 years) and/or higher funding levels, while lower priority projects (over 30 points) will be limited to 3 or 4 years of installments. In addition, the City Council may adjust the size of annual installments (up to 75-percent of the increased property tax generated to the City by the project) to account for new job creation or other values; other factors being equal, a grant amount that corresponds to the increase in property tax revenue over 7 years would be considerably larger than one that corresponds to only 4 years of the increase.

Staff will use the scoring system to evaluate projects and then recommend to City Council an appropriate grant package. The final grant offer is at the sole discretion of City Council, which can use staff guidelines, scoring, and recommendations as frameworks for adjusting grant amounts as needed.

Capital Investment Grant Program Guidelines

Qualifying projects *may* be eligible for grant funds but are *not entitled* to receive funds (City Council discretion). The amount of grant funds offered, if any, is at the sole discretion of City Council.

An applicant may request any or all of the above incentives, subject to available funding, qualification, and execution of formal agreements as necessary. Approval of an application under the Capital Investment Grant program does not grant a project vested rights for development or grant any third-party benefit. The City Council reserves the right to set priorities among applications under consideration if necessary. The City Council also reserves the right to revoke or amend the incentives which may be offered at any time and for any or no reason. The City Council may reject an application if the applicant does not provide additional information requested, or if circumstances change during consideration. The City Council may offer other incentives for projects that the City Council initiates.

V. Eligibility

In order for a qualifying project to be eligible for incentives, the applicant must submit a request and that request must be approved by the Greenville City Council prior to commencing construction

The applicant will be required to agree that in the event some or all of the Project/Project Site is transferred by the applicant to a form or type of ownership that is exempt, in whole or in part, from City or County property taxes, the City of Greenville's obligations to provide incentives may be reduced or subject to repayment, and any further grant payments shall cease. There will be default language in the development agreement that protects the City of Greenville from changes within the project after approval and that incentives can be withdrawn, or be required to be repaid, if default occurs.

The applicant must demonstrate that the project would not be feasible but for the incentives amount requested. Staff may utilize an independent party to verify the "but for" gap.

The potential increased property tax revenue generated to the City by a project will be calculated based on the project uses. Staff will work closely with the Pitt County Property Appraiser's office to generate the best possible estimate. In the event that the amount of the increased City or County ad valorem property taxes related to the Project or Project Site is less than the estimated amount for any reason, the amount of the incentive will be reduced accordingly. Each year the actual increased property tax revenue generated by the project will be determined and used as a basis for calculating the payment to the applicant

Capital Investment Grant Program Guidelines

VI. Application Process

1. Applicant (property owner or agent with property owner's written consent) will submit an application to the Office of Economic Development including:
 - a. Description of the proposed project including location, preliminary design, square footage of commercial, and/or number of residential units;
 - b. Current taxable value for the property;
 - c. Estimated taxable value after construction of the entire project;
 - d. Construction pro forma demonstrating that the project would not be undertaken but for the public funds necessary to make the project financially feasible;
 - e. Summary of the incentive funds that are requested for the project (number of annual installments and percent of increment requested: up to 75-percent);
 - f. Information about any governmental approvals required, including land use and zoning changes, etc.; and
 - g. Other information as requested by staff considering the particular project.
2. Staff may consult with a real estate development professional or other consultant in reviewing the application and shall prepare a Cost/ Benefit Analysis for any project.
3. Based on a favorable review, staff will make a recommendation to the City Council based on evaluation of the information provided in the application and supporting materials.
4. Based on an evaluation of the information provided in the application, and considering the recommendation by staff, the City Council may accept or reject the application, or may approve the application with changes or conditions.
5. Following approval the staff shall prepare or cause to be prepared a development agreement with the property owner/applicant, which must be entered into before any disbursement of funds by the City of Greenville.

Economic development incentive programs must balance the need for speed (market responsiveness) with need to satisfy all legal requirements and to ensure the public has an opportunity to comment upon proposed incentives. The City of Greenville is required to hold public hearings to approve the incentives available as a result of the Capital Investment Grant program.

VII. Terms and Conditions

A written development agreement will be required. The development agreement will include any agreed upon performance requirements such as a schedule of additional payroll or jobs to be created or retained and capital investment to be made by the business enterprise. It will also include the terms for repayment of the incentive if the business fails to meet the performance requirements specified in the agreement.

Disqualifications: Factors which will preclude applicants from participating in the program include non-payment of taxes or other City fees, non-compliance with local regulations, and conflicts-of-interest.

Confidentiality: Project details, including local incentives negotiations and offers, may remain confidential until the public hearing, subject to the North Carolina Public Records Law.



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Resolution approving the lease agreement with the State of North Carolina for the Lessie Bass Building located at 1100 Ward Street

Explanation: **Abstract:** The Lucille W. Gorham Intergenerational Center is owned by the City of Greenville and managed by East Carolina University. Since 2006, the State of North Carolina has leased the first floor of the Lessie Bass Building located at 1100 Ward Street. It is proposed to enter into a new lease agreement for the building for a one-year period.

Explanation: The State of North Carolina has been leasing the first floor of the Lessie Bass Building at the Lucille W. Gorham Intergenerational Center since November 2006. The building has been leased for the purpose of East Carolina University offering programs and activities in order to meet the objective of providing a multidisciplinary community center in an attempt to meet needs that exist in West Greenville. The current lease was for a one-year period expiring on August 31, 2016.

It is proposed to enter into a new lease agreement for the building (including second floor) for a one year period. The lease is for a one-year period commencing on September 1, 2016, and terminating on August 31, 2017. The lease payment is \$9,030 (which equals \$752.50 per month). ECU is responsible for all utility expenses and all housekeeping, cleaning, and janitorial expenses for the building. The City is responsible for maintenance and repairs for the building. A copy of the lease is attached.

The amount of the lease payment is the same as in the previous lease agreement. The lease amount is based upon a market rate for offices on the first floor. When this lease payment is added to the lease payment for the school building, the aggregate annual payment by ECU is \$52,277.40.

Previously, the Lucille W. Gorham Intergenerational Community Center, Inc. shared the building with ECU by leasing the second floor. But this non-profit has determined to not continue its lease. However, it desires to continue to

volunteer in providing services.

Fiscal Note: \$9,030 is to be received in annual rental payment.

Recommendation: Approve the attached resolution which approves the lease agreement with the State of North Carolina for the Lessie Bass Building.

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

Attachments / click to download

- [Exhibit A](#)
 - [2016 Resolution approving Lease Agreement 1st Floor Lessie Bass Building 1032342](#)
 - [2016 Lease Agreement w State of NC 1st Floor Lessie Bass 1031985](#)
-

RESOLUTION NO. -16
RESOLUTION APPROVING THE LEASE AGREEMENT
WITH THE STATE OF NORTH CAROLINA FOR THE
LESSIE BASS BUILDING

WHEREAS, North Carolina General Statute 160A-272 authorizes the City Council of the City of Greenville to approve a lease of property for a term of less than ten (10) years for any property owned by the City for such terms and upon such conditions as City Council may determine; and

WHEREAS, City Council does hereby determine that the property herein described will not be needed by the City for the term of the lease.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Greenville that it does hereby approve the Lease Agreement with the State of North Carolina, for the Lessie Bass Building located at 1100 Ward Street, Greenville, North Carolina, for a term commencing on September 1, 2016, and terminating on August 31, 2017, and for a monthly rental payment of seven hundred fifty two and 50/100ths dollars (\$752.50), and does further authorize the City Manager to execute said Lease Agreement.

This the 15th day of August, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

**NORTH CAROLINA
COUNTY OF PITT**

**LEASE
AGREEMENT**

THIS LEASE AGREEMENT, made and entered into this the ____ day of August, 2016, by and between the City of Greenville, a North Carolina municipal corporation, Party of the First Part and hereinafter referred to as LESSOR, the State of North Carolina, Party of the Second Part and hereinafter referred to as LESSEE;

Subject to the terms and conditions of this Lease Agreement, LESSOR does hereby let and lease unto the LESSEE, and LESSEE does hereby lease from the LESSOR, the following described premises located in Greenville, North Carolina:

A portion of the Intergenerational Center Property consisting of the Lessie Bass Building located at 1100 Ward Avenue, Greenville, North Carolina, said portion being leased being Building "E" as shown on Exhibit A and being hereinafter referred to as the leased premises, said Exhibit A attached hereto and herein incorporated by reference.

The terms and conditions of this Lease Agreement are as follows:

1. Term.

The term of this Lease Agreement is for a period of one (1) year, commencing on the 1st day of September, 2016, and expiring on the 31st day of August, 2017.

2. Rent.

The annual rent shall be \$9,030.00 which sum shall be paid in equal monthly installments of \$752.50, said rent to be paid by the LESSEE to the LESSOR within fifteen (15) days from receipt of an original invoice. Rent payments shall be delivered to the Director of Financial Services of the City of Greenville, P.O. Box 7207, Greenville, NC 27835.

3. Use of Leased Premises.

During the term of this Lease Agreement, LESSEE shall conduct programs and activities at the leased premises which relate to a multidisciplinary community center in order to meet the needs of West Greenville including, but not limited to, youth development, adult education, job training and placement, home ownership counseling, and social work. LESSEE shall make no other use of the leased premises without the prior written consent of the LESSOR. LESSEE shall be responsible, at its expense, for providing the staffing, furniture, equipment, supplies and other items necessary for the programs and activities which the LESSEE conducts.

4. Parking Lot and Common Areas.

LESSEE shall have the use of the parking lot at the Lucille W. Gorham Intergenerational Center and the common areas, as designated by the LESSOR, of the Lucille W. Gorham Intergenerational Center on the same basis and pursuant to the same regulations and requirements as applicable to other persons and entities that are leasing portions of the Lucille W. Gorham Intergenerational Center.

5. Intergenerational Center.

LESSOR and LESSEE understand and agree that this Lease Agreement and the programs and activities being provided by the LESSEE at the leased premises are a component of the efforts of the LESSOR and East Carolina University to provide, at the Lucille W. Gorham Intergenerational Center, a multidisciplinary community center in an attempt to meet needs that exist in West Greenville by providing services and activities in such areas which may include, but are not necessarily limited to, the following: adult education, job training and placement, home ownership readiness counseling, and social work. LESSEE understands and agrees that East Carolina University will develop regulations relating to the use of the Lucille W. Gorham Intergenerational Center by the tenants of the Lucille W. Gorham Intergenerational Center. It is understood and agreed that said regulations shall not result in a fee or a charge to the LESSEE unless the LESSEE expressly agrees. The LESSEE agrees that the regulations relating to the use of the Lucille W. Gorham Intergenerational Center which are developed by East Carolina University shall be binding upon the LESSEE. The LESSEE shall comply with the regulations relating to the use of the Lucille W. Gorham Intergenerational Center which are developed by East Carolina University. Additionally, the LESSEE shall cooperate with East Carolina University and the other tenants of the Lucille W. Gorham Intergenerational Center in order to assist in the effort to provide a multidisciplinary community center at the Lucille W. Gorham Intergenerational Center in order to meet needs that exist in West Greenville.

6. Activities Report.

LESSOR and LESSEE understand and agree that the leased premises will be actively used by the LESSEE. Within thirty (30) days of a request, the LESSEE shall provide a written report to the LESSOR or its designee of the programs, activities, and services being provided on the leased premises so that a report about the Lucille W. Gorham Intergenerational Center can be generated.

7. Signage.

No signs shall be erected on the leased premises or the Lucille W. Gorham Intergenerational Center without the prior written approval of the LESSOR. It is understood and agreed that the LESSOR has the sole right to name the Lucille W. Gorham Intergenerational Center and the buildings located at the Lucille W. Gorham Intergenerational Center.

8. Cooperation with Non-Profit.

The Lucille W. Gorham Intergenerational Community Center, Inc. previously leased a portion of the Lessie Bass Building but has determined not to continue its lease. However, the Lucille W. Gorham Intergenerational Community Center, Inc. desires to continue to volunteer in providing services at the Lessie Bass Building. The LESSEE will cooperate with the Lucille W. Gorham Intergenerational Community Center, Inc. in connection with the provision of services at the Lessie Bass Building.

9. Repairs and Maintenance.

The LESSOR shall be responsible for the maintenance and repairs to the leased premises so that the leased premises are kept in good repair and tenantable condition, to the end that all facilities are kept in an operative condition. Maintenance shall include, but is not limited to, furnishing and replacing electrical light fixture ballasts, heating and air conditioning filter pads, and broken glass.

The LESSEE shall, at its sole cost and expense, be responsible for keeping the leased premises in a good, clean, neat, attractive, pleasant and sanitary condition at all times. The LESSEE shall be responsible for providing and paying for all charges for housekeeping, cleaning, and janitorial services at the leased premises.

10. Alterations and Improvements.

No alterations, additions, improvements, or renovations shall be made to the leased premises without the prior written consent of the LESSOR.

11. Utilities.

The LESSEE shall be responsible for providing and paying for any charges for electricity, lighting, heating, water, air conditioning, stormwater, and sewer used by LESSEE in connection with the occupancy of the leased premises. The LESSEE shall be responsible, at its expense, for the telephone charges, network connection charges, and all similar charges in connection with the occupancy of the leased premises.

12. Insurance.

Pursuant to Chapter 143, Article 31 of the North Carolina Statutes, the LESSEE will at all times during the term of this Lease Agreement, at its own cost and expense, keep in effect a program of self-insurance against claims for personal injury or property damage occurring on the premises and arising from the torts of its employees and agents in the course and scope of their duties in an amount of not less than \$1,000,000 for a single claim. The LESSEE shall provide the LESSOR with a certificate of insurance evidencing said coverage or a letter certifying self-insurance with said coverage on the leased premises.

13. Damage or Destruction by Fire or Other Casualty.

In the event that the building located on the leased premises is destroyed by fire or other casualty or act of God, then this Lease Agreement shall terminate as of the time of such destruction without action on the part of either the LESSOR or the LESSEE. In the event that the building located on the leased premises is so damaged by fire, other casualty, or act of God that more than fifty percent (50%) of the floor space of the building cannot reasonably be used by LESSEE in the conduct of its activities, or the building is so damaged by fire or other casualty or act of God that it cannot, in the LESSOR's opinion, be economically repaired, then either party shall have the option to terminate this Lease Agreement by the provision of written notice to the other party.

14. Assignment and Subletting.

LESSEE may not assign or transfer this Lease Agreement or sublet the leased premises or any part of the leased premises without the prior written consent of the LESSOR.

15. Indemnity.

To the extent permitted and limited by the laws of North Carolina, including, but not limited to, the North Carolina Tort Claims Act, the LESSEE agrees to indemnify and hold harmless the LESSOR and its officers and employees from and against any and all claims and demands whether from injury to person, loss of life, or damage to property, associated with the programs and activities conducted by the LESSEE on or within the demised premises.

16. Surrender on Termination.

Upon the termination of this Lease Agreement for any reason, the LESSEE shall yield and deliver peaceably to the LESSOR possession of the leased premises and any alterations, additions, and improvements made by LESSEE thereto, promptly and in good condition, order, and repair, except for reasonable wear and tear and acts of God.

17. Default.

If LESSEE shall neglect to pay any annual installment of rent when due, or shall neglect to do and perform any other matter agreed to be done, and shall remain in default for a period of thirty (30) days after receiving written notice from LESSOR calling attention to the non-payment or default, LESSOR may declare this Lease Agreement terminated and take possession of the leased premises without prejudice to any other legal remedy it may have on account of such default. If LESSOR neglects to do or perform any matter agreed to be done in this Lease Agreement and shall remain in default for a period of thirty (30) days after written notice from the LESSEE calling attention to such default, the LESSEE may declare this Lease Agreement terminated without prejudice to any other legal remedy it may have on account of such default.

18. Liens.

The LESSEE agrees that it will not permit the claim of any contractor, sub-contractor, mechanic, laborer or materialmen to become and remain a lien on the leased property or upon the right, title or interest of the LESSEE created by this Lease Agreement after the indebtedness secured by such lien shall become due unless the same is in the process of actually being contested in good faith on the part of the LESSEE and in any event the LESSEE will protect, indemnify and save harmless the LESSOR from and in respect of any and all such claims.

19. Access.

LESSEE will be able to secure and restrict access to the leased premises when not in use for its activities. Notwithstanding the foregoing, LESSOR and LESSOR's officers and employees shall have full access to enter the leased premises anytime to examine the condition

thereof or make repairs, additions or alterations as may be necessary for the safety, preservation or improvement of the property which the LESSOR, in its sole discretion, determines to make or for any other purpose which the LESSOR deems appropriate as it relates to the physical facility and equipment.

20. Quiet Enjoyment.

LESSOR agrees that LESSEE, upon payment of rent and performing the agreements in this Lease Agreement may peacefully and quietly have, hold and enjoy the said leased premises in accordance with all the terms of this Lease Agreement.

21. Notices.

Any notice provided for herein shall be deemed to have been served sufficiently when presented personally or sent by first class mail addressed as follows:

If to LESSOR:

City Manager
City of Greenville
P.O. Box 7207
Greenville, NC 27835

If to LESSEE:

Associate Vice Chancellor for
Administration Finance -
Business Services, ECU
224 Ragsdale Building
Greenville, NC 27858

Addresses for the purpose of this section can be changed by written notice to the other party by certified mail with returned receipt requested.

22. Legal and Regulatory Duties.

The LESSEE shall observe all applicable local, state, and federal laws and regulations as they pertain to LESSEE's use and occupation of the leased premises. To the extent permitted and limited by the laws of the State of North Carolina, LESSEE shall indemnify and hold harmless the LESSOR from and against any liability arising from such laws or regulations caused by LESSEE's use or occupation of the leased premises.

23. Amendment.

This Lease Agreement shall not be altered, amended or modified except by an agreement in writing executed by the duly authorized officials of the LESSOR and LESSEE.

24. Entire Agreement.

This Lease Agreement is the only agreement between the parties hereto with respect to the subject matter hereof and contains all of the terms agreed upon, and there are no other agreements, oral or written, between the parties hereto with respect to the subject matter thereof.

IN WITNESS WHEREOF, the parties hereto have caused this Lease Agreement to be executed in duplicate originals as of the day and year first above written.

CITY OF GREENVILLE

BY: _____
Barbara Lipscomb, City Manager

STATE OF NORTH CAROLINA

BY: _____
A. Scott Buck, Associate
Vice Chancellor for Administration
Finance-Business Services, ECU

**NORTH CAROLINA
PITT COUNTY**

I, _____, Notary Public in and for the aforesaid County and State, do hereby certify that Barbara Lipscomb, City Manager for the City of Greenville, personally appeared before me on this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

WITNESS my hand and official seal, this the ____ day of _____, 2016.

Notary Public

Print Name

My Commission Expires: _____

**NORTH CAROLINA
PITT COUNTY**

I, _____, Notary Public in and for the aforesaid County and State, do hereby certify that A. Scott Buck, Associate Vice Chancellor for Administration Finance-Business Services, ECU, personally appeared before me on this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

WITNESS my hand and official seal, this the ____ day of _____, 2016.

Notary Public

Print Name

My Commission Expires: _____

Exhibit A: Lucille W. Gorham Intergenerational Center



Boundary of Property

Building	Name
A	Former Sanctuary
B	Former Rectory
C	Former Annex
D	Former School
E	Lessie Bass Building





City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Resolution approving the lease agreement with the State of North Carolina for the school building at the Lucille W. Gorham Intergenerational Center

Explanation: **Abstract:** The Lucille W. Gorham Intergenerational Center is owned by the City of Greenville and managed by East Carolina University. Since 2010, the State of North Carolina has leased the school building at the Center for shared use with Pitt Community College. It is proposed to enter into a new lease agreement for a one-year period.

Explanation: The former school building located at the Lucille W. Gorham Intergenerational Center has been leased by the State of North Carolina (for East Carolina University) since December 2010. Prior to that, it was leased by Pitt Community College beginning in 2007. The current lease was for a one-year period expiring on August 31, 2016. The new lease term is for a one-year period until August 31, 2017.

East Carolina University and Pitt Community College have an arrangement in which they have a shared use of the school building. East Carolina University and Pitt Community College have a Use Agreement which allows Pitt Community College to conduct programs and activities at the school building. Pitt Community College's programs and activities at the school building relate to the delivery of a variety of adult education programs such as adult basic skills education, high school diplomacy/GED program, and occupational job skills training.

However, by the attached letter, Pitt Community College has notified ECU and the City that its use of the school building will terminate on December 31, 2016. This decision by Pitt Community College does not impact the lease between the City and ECU during this lease term.

East Carolina University's programs and activities at the school building relate to the delivery of services consistent with the purpose of the Intergenerational Center, which may include, but are not necessarily limited to, the following:

youth development, adult education, job training and placement, home ownership readiness counseling, social work services, student support (interns, service learning), interior design services, assessment and evaluation services, health services, business services, culture and fine arts services, and grant writing support.

The lease is for a one-year period commencing on September 1, 2016, and terminating on August 31, 2017. The annual lease payment is \$43,247.40 (which equals \$3,603.95 per month). ECU is responsible for all utility expenses and all housekeeping, cleaning, and janitorial expenses for the building. The City is responsible for maintenance and repairs for the building. A copy of the lease is attached.

The amount of the lease payment is the same as in the previous lease agreement. The lease amount is based upon a market rate for a school. When this lease payment is added to the lease payment for the first floor of the Lessie Bass Building, the aggregate annual payment by ECU is \$52,277.40.

Fiscal Note: \$43,247.40 is to be received in annual rental payment.

Recommendation: Approve the attached resolution approving the lease agreement with the State of North Carolina for the school building at the Lucille W. Gorham Intergenerational Center.

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

Attachments / click to download

- [📎 Exhibit "A" to Lease](#)
 - [📎 Letter from PCC](#)
 - [📎 2016 Resolution Approving Lease Agreement School Building Lessie Bass Bldg 1032353](#)
 - [📎 2016 Lease Agreement w State of Nc School Bldg 1031988](#)
-

RESOLUTION NO. – 16
RESOLUTION APPROVING THE LEASE AGREEMENT
WITH THE STATE OF NORTH CAROLINA FOR THE SCHOOL BUILDING AT THE
LUCILLE W. GORHAM INTERGENERATIONAL CENTER

WHEREAS, North Carolina General Statute 160A-272 authorizes the City Council of the City of Greenville to approve a lease of property for a term of less than ten (10) years for any property owned by the City for such terms and upon such conditions as City Council may determine; and

WHEREAS, City Council does hereby determine that the property herein described will not be needed by the City for the term of the lease.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Greenville that it does hereby approve the Lease Agreement with the State of North Carolina, for a portion of the Intergenerational Center Property consisting of the school, for a term commencing on September 1, 2016, and terminating on August 31, 2017, for a monthly rental payment of three thousand six hundred three and 95/100ths Dollars (\$3,603.95), and also further authorize the City Manager to execute said Lease Agreement.

This the 15th day of August, 2016.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

**NORTH CAROLINA
COUNTY OF PITT**

**LEASE
AGREEMENT**

THIS LEASE AGREEMENT, made and entered into this the ____ day of August, 2016, by and between the City of Greenville, a North Carolina municipal corporation, Party of the First Part and hereinafter referred to as LESSOR, and the State of North Carolina, Party of the Second Part and hereinafter referred to as LESSEE;

Subject to the terms and conditions of this Lease Agreement, LESSOR does hereby let and lease unto the LESSEE, and LESSEE does hereby lease from the LESSOR, the following described premises located in Greenville, North Carolina:

A portion of the Intergenerational Center Property consisting of the school, said portion being leased being Building "D" as shown on Exhibit A and being hereinafter referred to as the leased premises, said Exhibit A is attached hereto and herein incorporated by reference.

The terms and conditions of this Lease Agreement are as follows:

1. Term.

The term of this Lease Agreement is for one (1) year, commencing on the 1st day of September, 2016, and expiring on the 31st day of August, 2017.

2. Rent.

The annual rent shall be \$43,247.40 which sum shall be paid in equal monthly installments of \$3,603.95, said rent to be paid by the LESSEE to the LESSOR within fifteen (15) days from receipt of an original invoice. Rent payments shall be delivered to the Director of Financial Services of the City of Greenville, P.O. Box 7207, Greenville, NC 27835.

3. Use of Leased Premises.

During the term of this Lease Agreement, LESSEE shall conduct programs and activities at the leased premises which relate to the delivery of services which may include, but are not necessarily limited to, the following: youth development, adult education, job training and placement, home ownership readiness counseling, social work services, student support (interns, service learning), interior design services, assessment and evaluation services, health services, business services, culture and fine arts services, and grant writing support. Additionally, LESSEE may allow Pitt Community College (hereinafter referred to as PCC), pursuant to a Use Agreement between the LESSEE and PCC, to conduct programs and activities at the leased premises which relate to the delivery of a variety of adult education programs, such programs to include, but not be limited to, Adult Basic Skills Education, High School Diplomacy/GED Program, and occupational job skills training. LESSEE shall make no other use of the leased premises without the prior written consent of the LESSOR. LESSEE shall be responsible, at its expense, for providing the staffing, furniture, equipment, supplies and other items necessary for the programs and activities which the LESSEE conducts.

4. Use Agreement with PCC.

It is understood and agreed that the LESSEE may enter into a Use Agreement with PCC which will allow PCC to conduct programs and activities at the leased premises in accordance with the limitation on the use of the leased premises set forth in section 3 of this Lease Agreement. Notwithstanding any provision of said Use Agreement, as between the LESSOR and the LESSEE, the LESSEE shall be responsible for any obligation or responsibility of the LESSEE as set forth in this Lease Agreement. In no event shall said Use Agreement provide for a charge to PCC for any fee, charge, or rental which exceeds an equitable sharing of an expense to be borne by LESSEE pursuant to this Lease Agreement. In no event shall said Use Agreement allow any use of the leased premises or extend any rights or privileges in addition to those allowed or conferred upon LESSEE pursuant to this Lease Agreement. Additionally, said Use Agreement shall require PCC to:

- (a) comply with the use limitations set forth in section 3;
- (b) comply with the regulations relating to use of the Intergenerational Center Property which are developed by East Carolina University in its capacity as the property manager for the Intergenerational Center Property as required by section 6;
- (c) cooperate with other tenants located upon the Intergenerational Center Property in order to meet the purpose of the Intergenerational Center Property serving as a multidisciplinary community center as required by section 6;
- (d) provide information to the LESSOR or its designee of the programs, activities and services being provided on the leased premises so that a report about the Intergenerational Center Property can be generated as required by section 7;
- (e) insure and keep in effect, at all times during the term of this Lease Agreement, at its own cost and expense, insurance on the leased premises against claims for personal injury or property damage under a policy of general liability insurance with a combined single limit of not less than \$1,000,000 with the LESSOR named as an additional named insured, written by an insurance company or companies authorized to do business in the State of North Carolina and to provide the LESSOR with a certificate of insurance evidencing said coverage as required by section 12.
- (f) agree to indemnify and hold harmless, to the extent permitted and limited by the laws of North Carolina, the LESSOR and its officers and employees and East Carolina University and its officers and employees from and against any and all claims and demands whether from injury to person, loss of life, or damage to property, associated with the programs and activities conducted by PCC on or within the demised premises as required by section 15; and
- (g) observe all applicable local, state, and federal laws and regulations as they pertain to PCC's use and occupation of the leased premises and to indemnify and hold harmless the LESSOR and East Carolina University, to the extent permitted and limited by the laws of North Carolina, from and against any liability arising from such laws or regulations caused by PCC's use or occupation of the leased premises as required by section 22.

5. Parking Lot and Common Areas.

LESSEE shall have the use of the parking lot at the Intergenerational Center Property and the common areas, as designated by the LESSOR, of the Intergenerational Center Property on the same basis and pursuant to the same regulations and requirements as applicable to other persons and entities that are leasing portions of the Intergenerational Center Property.

6. Intergenerational Center.

LESSOR and LESSEE understand and agree that this Lease Agreement and the programs and activities being provided by the LESSEE and PCC, pursuant to the Use Agreement between the LESSEE and PCC, at the leased premises are components of the efforts of the LESSOR and East Carolina University to provide, at the Intergenerational Center Property, a multidisciplinary community center in an attempt to meet needs that exist in West Greenville by providing services and activities in such areas which may include, but are not necessarily limited to, the following: adult education, job training and placement, home ownership readiness counseling, and social work. LESSEE understands and agrees that East Carolina University will serve as the onsite property manager for the Intergenerational Center Property which means that East Carolina University, in addition to recruiting, assessing and approving tenants, will develop regulations relating to the use of the Intergenerational Center Property by the tenants. The LESSEE shall comply with the regulations relating to the use of the Intergenerational Center Property which are developed by East Carolina University in its capacity as property manager of the Intergenerational Center Property. The LESSEE shall cooperate with other tenants located upon the Intergenerational Center Property in order to meet the purpose of the Intergenerational Center Property serving as a multidisciplinary community center. Additionally, the Use Agreement between the Lessee and PCC shall require PCC to comply with the regulations relating to the use of the Intergenerational Center Property which are developed by East Carolina University in its capacity as property manager of the Intergenerational Center Property and to cooperate with other tenants located upon the Intergenerational Center Property in order to meet the purpose of the Intergenerational Center Property serving as a multidisciplinary community center.

7. Activities Report.

LESSOR and LESSEE understand and agree that the leased premises will be actively used by the LESSEE. Within thirty (30) days of a request, the LESSEE shall provide information to the LESSOR or its designee of the programs, activities, and services being provided on the leased premises so that a report about the Intergenerational Center Property can be generated. Additionally, the Use Agreement between the LESSEE and PCC shall require PCC to provide, within thirty (30) days of a request, information to the LESSOR or its designee of the programs, activities, and services being provided on the leased premises so that a report about the Intergenerational Center Property can be generated.

8. Signage.

No signs shall be erected on the leased premises or the Intergenerational Center Property without the prior written approval of the LESSOR. It is understood and agreed that the LESSOR has the sole right to name the Intergenerational Center and the buildings located on the Intergenerational Center Property.

9. Repairs and Maintenance.

The LESSOR shall, at its sole cost and expense, be responsible for keeping the leased premises in good repair and tenantable condition, to the end that all facilities are kept in an operative condition. Maintenance shall include, but is not limited to, furnishing and replacing electrical light fixture ballasts, heating and air conditioning filter pads, and broken glass.

The LESSEE shall, at its sole cost and expense, be responsible for keeping the leased premises in a good, clean, neat, attractive, pleasant and sanitary condition at all times. The LESSEE shall be responsible for providing and paying for all charges for housekeeping, cleaning, and janitorial services at the leased premises.

10. Alterations and Improvements.

No alterations, additions, improvements, or renovations shall be made to the leased premises without the prior written consent of the LESSOR.

11. Utilities.

The LESSEE shall be responsible for providing and paying for all charges for electricity, lighting, heating, water, air conditioning, stormwater, and sewer used by LESSEE in connection with the occupancy of the leased premises. The LESSEE shall be responsible, at its expense, for the telephone charges, network connection charges, and all charges for utilities used by LESSEE in connection with the occupancy of the leased premises.

12. Insurance.

Pursuant to Chapter 143, Article 31 of the North Carolina Statutes, the LESSEE will at all times during the term of this Lease Agreement, at its own cost and expense, keep in effect a program of self-insurance against claims for personal injury or property damage occurring on the premises and arising from the torts of its employees and agents in the course and scope of their duties in an amount of not less than \$1,000,000 for a single claim. The LESSEE shall provide the LESSOR with a certificate of insurance evidencing said coverage or a letter certifying self-insurance with said coverage on the leased premises. Additionally, the Use Agreement between the LESSEE and PCC shall require PCC to insure and keep in effect, at all times during the term of this Lease Agreement, at its own cost and expense, insurance on the leased premises against claims for personal injury or property damage under a policy of general liability insurance with a combined single limit of not less than \$1,000,000 with the LESSOR named as an additional named insured, written by an insurance company or companies authorized to do business in the State of North Carolina and to provide the LESSOR with a certificate of insurance evidencing said coverage.

13. Damage or Destruction by Fire or Other Casualty.

In the event that the building located on the leased premises is destroyed by fire or other casualty or act of God, then this Lease Agreement shall terminate as of the time of such destruction without action on the part of either the LESSOR or the LESSEE. In the event that the building located on the leased premises is so damaged by fire, other casualty, or act of God that more than fifty percent (50%) of the floor space of the building cannot reasonably be used by LESSEE in the conduct of its activities, or the building is so damaged by fire or other casualty

or act of God that it cannot, in the LESSOR's opinion, be economically repaired, then either party shall have the option to terminate this Lease Agreement by the provision of written notice to the other party.

14. Assignment and Subletting.

LESSEE may not assign or transfer this Lease Agreement or sublet the leased premises or any part of the leased premises without the prior written consent of the LESSOR. Notwithstanding the foregoing, it is understood and agreed that the LESSEE may allow PCC, through a Use Agreement between LESSEE and PCC, to conduct programs and activities at the leased premises in accordance with the limitation on the use of the leased premises set forth in section 3 of this Lease Agreement.

15. Indemnity.

To the extent permitted and limited by the laws of North Carolina, including, but not limited to, the North Carolina Tort Claims Act, the LESSEE agrees to indemnify and hold harmless the LESSOR and its officers and employees from and against any and all claims and demands whether from injury to person, loss of life, or damage to property, associated with the programs and activities conducted by the LESSEE on or within the demised premises. Additionally, the Use Agreement between the LESSEE and PCC shall require PCC to agree, to the extent permitted and limited by the laws of North Carolina, to indemnify and hold harmless the LESSOR and its officers and employees and East Carolina University and its officers and employees from and against any and all claims and demands whether from injury to person, loss of life, or damage to property, associated with the programs and activities conducted by PCC on or within the demised premises.

16. Surrender on Termination.

Upon the termination of this Lease Agreement for any reason, the LESSEE shall yield and deliver peaceably to the LESSOR possession of the leased premises and any alterations, additions, and improvements made by LESSEE thereto, promptly and in good condition, order, and repair, except for reasonable wear and tear and acts of God.

17. Default.

If LESSEE shall neglect to pay any annual installment of rent when due, or shall neglect to do and perform any other matter agreed to be done, and shall remain in default for a period of thirty (30) days after receiving written notice from LESSOR calling attention to the non-payment or default, LESSOR may declare this Lease Agreement terminated and take possession of the leased premises without prejudice to any other legal remedy it may have on account of such default. If LESSOR neglects to do or perform any matter agreed to be done in this Lease Agreement and shall remain in default for a period of thirty (30) days after written notice from the LESSEE calling attention to such default, the LESSEE may declare this Lease Agreement terminated without prejudice to any other legal remedy it may have on account of such default.

18. Liens.

The LESSEE agrees that it will not permit the claim of any contractor, sub-contractor, mechanic, laborer or materialmen to become and remain a lien on the leased property or upon the

right, title or interest of the LESSEE created by this Lease Agreement after the indebtedness secured by such lien shall become due unless the same is in the process of actually being contested in good faith on the part of the LESSEE and in any event the LESSEE, to the extent permitted and limited by the laws of North Carolina, will protect, indemnify and save harmless the LESSOR from and in respect of any and all such claims.

19. Access.

LESSEE will be able to secure and restrict access to the leased premises when not in use for its activities. Notwithstanding the foregoing, LESSOR and LESSOR's officers and employees shall have full access to enter the leased premises anytime to examine the condition thereof or make repairs, additions or alterations as may be necessary for the safety, preservation or improvement of the property which the LESSOR, in its sole discretion, determines to make or for any other purpose which the LESSOR deems appropriate as it relates to the physical facility and equipment.

20. Quiet Enjoyment.

LESSOR agrees that LESSEE, upon payment of rent and performing the agreements in this Lease Agreement may peacefully and quietly have, hold and enjoy the said leased premises in accordance with all the terms of this Lease Agreement.

21. Notices.

Any notice provided for herein shall be deemed to have been served sufficiently when presented personally or sent by first class mail addressed as follows:

If to LESSOR:

City Manager
City of Greenville
P.O. Box 7207
Greenville, NC 27835

If to LESSEE:

Associate Vice Chancellor for
Administration Finance -
Business Services, ECU
224 Ragsdale Building
Greenville, NC 27858

22. Legal and Regulatory Duties.

The LESSEE shall observe all applicable local, state, and federal laws and regulations as they pertain to LESSEE's use and occupation of the leased premises. To the extent permitted and limited by the laws of North Carolina, LESSEE shall indemnify and hold harmless the LESSOR and East Carolina University from and against any liability arising from such laws or regulations caused by LESSEE's use or occupation of the leased premises. Additionally, the Use Agreement between LESSEE and PCC shall require PCC to observe all applicable local, state, and federal laws and regulations as they pertain to PCC's use and occupation of the leased premises and to indemnify and hold harmless the LESSOR and East Carolina University, to the extent permitted and limited by the laws of North Carolina, from and against any liability arising from such laws or regulations caused by PCC's use or occupation of the leased premises.

23. Amendment.

This Lease Agreement shall not be altered, amended or modified except by an agreement in writing executed by the duly authorized officials of the LESSOR and LESSEE.

24. Entire Agreement.

This Lease Agreement is the only agreement between the parties hereto with respect to the subject matter hereof and contains all of the terms agreed upon, and there are no other agreements, oral or written, between the parties hereto with respect to the subject matter thereof.

IN WITNESS WHEREOF, the parties hereto have caused this Lease Agreement to be executed in duplicate originals as of the day and year first above written.

CITY OF GREENVILLE

BY: _____
Barbara Lipscomb, City Manager

STATE OF NORTH CAROLINA

BY: _____
A. Scott Buck, Associate
Vice Chancellor for Administration
Finance-Business Services, ECU

**NORTH CAROLINA
PITT COUNTY**

I, _____, Notary Public in and for the aforesaid County and State, do hereby certify that Barbara Lipscomb, City Manager for the City of Greenville, personally appeared before me on this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

WITNESS my hand and official seal, this the ____ day of _____, 2016.

Notary Public

Print Name

My Commission Expires: _____

**NORTH CAROLINA
PITT COUNTY**

I, _____, Notary Public in and for the aforesaid County and State, do hereby certify that A. Scott Buck, Associate Vice Chancellor for Administration Finance-Business Services, ECU, personally appeared before me on this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

WITNESS my hand and official seal, this the ____ day of _____, 2016.

Notary Public

Print Name

My Commission Expires: _____

Exhibit A: Lucille W. Gorham Intergenerational Center



Boundary of Property

Building	Name
A	Former Sanctuary
B	Former Rectory
C	Former Annex
D	Former School
E	Lessie Bass Building

0

205

410 Feet



**Office Of The Vice President
Administrative Services**

Telephone (252) 493-7442
Fax Number (252) 321-4363
Courier Number 01-45-28

July 12, 2016

East Carolina University - Business Services
Attn: Scott Buck
101 E 5th Street
Ragsdale Hall 224
Greenville, NC 27858

Dear Mr. Buck,

This letter serves as official notification that Pitt Community College will terminate its' lease(s) with East Carolina University for all of their locations at the Lucille W. Gorham Inter-Generational Community Center effective December 31, 2016. Even with increased efforts to offer additional classes and services Pitt Community College has seen a significant decline in the enrollment at the Center to the point it is no longer feasible to continue operations.

It has been a pleasure working with you and we wish you much success in the future. If you have any questions or need additional information, please feel free to contact me.

Regards,



Richard G. Owens
Vice President
Administrative Services

cc: Dr. G. Dennis Massey, President
✓ Mr. Dave Holec, City Attorney



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Amendment to Board and Commission Policy

Explanation: **Abstract:** City Council requested that recommendations be made relating to the Board and Commission Policy. Suggestions and recommendations on possible amendments were made by department heads and staff members who serve as liaisons or otherwise work with boards and commissions. Suggested amendments are proposed for Council consideration

Explanation: City Council requested that recommendations be made relating to the Board and Commission Policy. The request was prompted by a concern about attendance by members and the difficulty some boards were having with achieving a quorum for their meeting. Because of this, the idea of alternate members or reducing the quorum to less than a majority and a tighter approach in dealing with members who do not attend meetings was mentioned. But, Council also sought recommendations on other improvements.

Department heads and the staff members who serve as liaisons or otherwise work with boards and commissions were requested to provide suggestions and recommendations. These suggestions and recommendations have been incorporated in a proposed amendment. The changes are noted in red on the attached document. A brief explanation of the changes is as follows:

Page 1

- **Talent Bank**– These changes seek to expand the avenues for soliciting applications for the Talent Bank and to ensure that Council is made aware of applications on a timely basis.

- **Appointments**– This change establishes a time frame for the mailing of an appointment letter.

Page 4

- **Greenville Bicycle and Pedestrian Commission**– This change reflects the recent amendment to the membership of the commission.

Page 8

- **Neighborhood Advisory Board**– This change reflects the fact that there are alternate members to this commission.

Page 13

- **Recreation and Parks Commission**– This change corrects the use of the word commissioner to commission.

Page 15

- **Youth Council**– This change reflects a change which was previously made in the membership of the Youth Council.

Page 16

- **Reappointments**– This change provides that the Firefighter’s Relief Fund Committee members appointed by City Council are eligible for reappointment in the same manner as other members on the Committee are – they may be reappointed without a limit on the number of terms. This is the same rule and justification which applies to the Housing Authority. Additionally, the Firefighter’s Relief Fund Committee is a specialized committee which benefits from continuity of experienced members.

Page 17

- **No Holdover Beyond Term**– This change clarifies that a term length is the term length and a member shall not be allowed to continue to serve past the term length unless the member is eligible to be reappointed for another term.
- **Nominations for Extended Vacancies**– This change allows other Council Members to make a nomination for a member if the Council Member having the authority to make a nomination does not do so in a timely manner.
- **Serving on Two Boards Simultaneously**– This change establishes a process for a citizen who wants to change boards.

Page 18/19

- **Attendance of Members**– This change provides clarification that the one-year period for measuring attendance failure is the year of the board (commencing annually on the month immediately after the month Council is regularly scheduled to make an appointment for that board). It also defines as an absence the circumstance when a member fails to attend a meeting when a meeting is cancelled due to a lack of a quorum. It also provides a specific time

frame for monitoring attendance if a member wants to continue to serve.

Page 19

- **Acknowledgment of Attendance Requirement**– This change established a requirement that members sign a form acknowledging the understanding of the attendance requirement when appointed.
- **Quorum Issues**– This change establishes a trigger and a policy for Council intervention when a board is having attendance issues.

Page 19/20

- **Recommendations to Council**– This change establishes a procedure for recommendations or comments by boards to be presented to City Council.

Page 20

- **Electronic Participation in Meetings**– This change allows a board to allow a member to participate in a meeting electronically but not be eligible to vote and specifically states that electronic participation does not count as attendance at the meeting.
- **Minutes**– This change provides a timeline for the preparation and approval of minutes and the posting of minutes on the City website.
- **Annual Presentation to Council**– This change sets forth the procedure and content for annual presentations by boards to City Council.

Page 21


- **Validity or Legality of Appointment not Impacted**– This change adds a title to this section.
- **Sunset Provision**– This change establishes a sunset provision so that Council will review the policy no later than 2 years from now -- August 31, 2018. This means that it will be reviewed within 8 months after City Council has its organizational meeting after the 2017 municipal election.

Fiscal Note: There is a minimal expense associated with the amendment to the policy.

Recommendation: It is recommended that City Council review the proposed changes to the policy and either approve the amendments or provide directions for any changes.

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

Attachments / click to download

 [2016 Amended Board and Commission Policy 1032001](#)

BOARD AND COMMISSION POLICY FOR THE CITY OF GREENVILLE

Having citizens to serve on boards and commissions gives them an opportunity to participate in local government. In order to maintain some consistency, a policy has been adopted to aid in the appointment process and in other areas dealing with the boards and commissions. In order to provide all citizens of Greenville with an opportunity to serve on City boards and commissions, this board and commission policy is being established.

Talent Bank

A pool of applicants for the various boards and commissions, called the talent bank, shall be maintained by the City Clerk's Office. This talent bank shall be updated on a biennial basis. Solicitation of applications for this pool of applicants shall be done through such methods as advertising in local newspapers, the City website, ~~and~~ the government access channel, **and posted at some City buildings. On at least a monthly basis, the City Clerk's Office shall notify City Council of new applications received.**

Appointments

City Council Members shall be notified of upcoming appointments to City boards and commissions by the first day of the month preceding the month in which the appointment is to be made. A list of persons who have indicated an interest in serving on the board or commission through the talent bank shall also be provided to the City Council.

The list of upcoming appointments shall be advertised in the local newspaper, on the government access channel, and on the City's website at least four weeks prior to the meeting at which the appointment is to be made in order to provide citizens with an opportunity to indicate their interest in serving.

Prior to the 15th day of the month preceding the month in which the appointment is to be made, City Council Members shall submit any recommendations for upcoming vacancies to the elected official responsible for making a nomination to City Council to fill the vacancy on the board or commission. The elected official responsible for making a nomination to City Council to fill the vacancy shall be provided a copy of resumes from citizens for upcoming appointments as they are received by the City Clerk's Office.

During review of nominations for upcoming appointments, the elected official responsible for making a nomination to City Council to fill the vacancy may request the City Clerk's assistance in obtaining the nominees' addresses and any pertinent background information. The elected official responsible for making a nomination to City Council to fill the vacancy shall contact the individual to discuss the applicant's interest in the board and his/her ability to attend the meetings in accordance with this policy.

The City Clerk's Office will mail an appointment letter to a person appointed no later than seven calendar days after the appointment is made.

Several of the boards and commissions have representation from other entities. Also, criteria for the membership is noted in the by-laws or ordinance creating many of the boards and commissions. The criteria and/or appointment process are detailed below.

Affordable Housing Loan Committee. The committee shall have seven regular members and one alternate member. It shall be racially diverse and composed of persons with experience and an interest in housing. The members may be of the following professions: banker, lawyer, realtor, member of the building profession or developer, member of a social service organization, and a member of a local housing group. All members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members.

Board of Adjustment. The board shall consist of seven regular members and four alternate members. Six of the regular members and three alternate members shall reside within the corporate limits of the City of Greenville at the time of their appointment and shall be appointed by the City Council. One of the regular members and one alternate member shall reside outside of the corporate limits of the city but within the extraterritorial jurisdiction at the time of their appointment and shall be appointed by the Board of Commissioners. City members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members. The County Commissioners shall appoint county candidates and the appointment letter shall be sent from the County Clerk's Office for those appointments. A copy of the appointment letter shall be sent to the City Clerk's Office, at which time the City records shall be updated.

The procedure hereinafter set forth for the nomination and appointment of Board of Adjustment members applies to Board of Adjustment members appointed after October 11, 2010, other than Board of Adjustment members who are to be appointed by the Pitt County Board of Commissioners. Appointments will be made by City Council unless the appointment is required to be made by the Pitt County Board of Commissioners.

When the appointment is made by City Council, nominations to the City Council will be made by City Council Members or the Mayor on a rotating basis in the following order: Council Member, District Five, for the first appointment, the Mayor, for the second appointment, Council Member, At-large, for the third appointment, Council Member, District One, for the fourth appointment, Council Member, District Two, for the fifth appointment, Council Member, District Three, for the sixth appointment, and, Council Member, District Four, for the seventh appointment.

City Council is not required to appoint the person nominated by a Council Member or the Mayor and may, but is not required to, request another nomination from the Council Member or the Mayor making the nomination in the event the initial nominee is not appointed. In the event the person nominated by a Council Member or the Mayor is not appointed and another nomination from the Council Member or the Mayor making the nomination is not requested, any Council Member or the Mayor may make a nomination. City Council shall make the appointment by a motion of appointment.

Prior to City Council making an appointment as a result of a nomination, the elevation of alternate members in accordance with the Alternate Members section of this policy shall occur. In the event the term of an alternate member position is expiring and the person holding this alternate member position was appointed after October 11, 2010, and remains in this alternate member position after appointments are made to other positions to be filled at the same time and the elevation of alternate members in accordance with the Alternate Members section of this policy has occurred, the person holding this alternate member position will be automatically reappointed without the necessity of a nomination and the City Council shall make the reappointment by a motion of appointment. In the event the term of an alternate member position is expiring and the person holding this alternate member position was not appointed after October 11, 2010, and remains in this alternate member position after appointments are made to other positions to be filled at the same time and the elevation of alternate members in accordance with the Alternate Members section of this policy has occurred, the nomination to fill the alternate member position will be made by the next elected official in the rotation order set forth above.

When more than one position is to be filled for the first seven positions filled after October 11, 2010, the positions to be filled will be assigned to the elected officials whose time it is to make a nomination as follows: first, if any of the positions to be filled is held by a person residing in a district which a Council Member whose time it is to make a nomination is elected to represent, that Council Member will be assigned to make the nomination for that position, (provided that, if more than one position to be filled are held by persons residing in the same district which a Council Member whose time it is to make a nomination for these positions is elected to represent, the Council Member will be assigned to make the nomination for the position held by person residing in his district alphabetically by last name of the person holding the position) and then, for any remaining positions, elected officials whose time it is to make a nomination will be assigned in the order of the rotation to make the nomination for positions held by persons alphabetically by the last name of the person holding the position. For example, if two positions are to be filled and the persons holding the positions are John Doe residing in District One and Jane Roe residing in District Three and Council Member, District Three and Council Member District Four are to make the nominations, the Council Member from District Three will make the nomination for the position held by Jane Roe and the Council Member from District Four will make the nomination for the position held by John Doe. As a further example, if two positions are to be filled and the persons holding the positions are John Doe residing in District One and Jane Roe residing in District Three and the elected officials to make the nomination are Council Member, District Four and Council Member District Five, the Council Member, District Four will make the nomination for the position held by John Doe and the Council Member District Five will make the nomination for the position held by Jane Roe. In the event any of the appointments will result in a new person being appointed as a regular member after the elevation of alternate members in accordance with the Alternate Members section of this policy, the regular member positions to be filled will be assigned to the elected officials whose time it is to make the nominations for positions in the order of the rotation to make the nominations for positions. In a similar manner, the highest ranked alternate positions will be assigned to the elected officials whose time it is to make the nominations for positions in the order of the rotation to make the nominations for positions.

When a position is filled after a nomination for the first seven positions filled after October 11, 2010, the position on the Board held by the person who was nominated by the elected official will thereafter be assigned for nomination by the same elected official who made the initial nomination of that person. For example, if a position is filled after a nomination by Council Member, District One, and it is time to make an appointment for a position on the Board held by the person who was nominated by Council Member, District 1, again, due to the expiration of the term or a vacancy in the position on the Board held by the person who was nominated by Council Member, District One, the nomination for that position will be made by Council Member, District One.

For the eighth and ninth position filled after October 11, 2010, nominations will be made in the rotation order indicated above whenever it is time to make an appointment in these two positions due to expiration of a term or a vacancy. For example, if a vacancy occurs in the eighth position and Council Member District One made the most recent nomination for the eighth position and Council Member District Two has made the most recent nomination for the ninth position, when it is time to make another appointment for the eighth position again due to expiration of a term or a vacancy, the nomination will be made by the Council Member, District Three and then when it is time to make another appointment for either position again due to expiration of a term or a vacancy the nomination will be made by the Council Member, District Four.

Community Appearance Commission. The commission shall consist of 11 members, all of whom shall be citizens and residents of the city. All members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members.

Environmental Advisory Commission. The commission shall have seven members that are designated as follows: (A) a lawyer or other person with knowledge of environmental regulations and environmental safety practices; (B) a building contractor, land developer or someone familiar with construction techniques; (C) a member of a local environmental group;

(D) an educator of the natural or physical sciences or physician; (E) a professional engineer; (F) an at-large member from the Greenville community; and (G) an at-large member with skills and interest in environmental public health, safety and/or medicine. All members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members. The mayor or a member of city council shall be designated as an ex-officio, non-voting member of the commission

Firefighter's Relief Fund Committee. The committee shall consist of five trustees. The firefighters shall elect two members, the City Council shall elect two members, and the Commissioner of Insurance shall appoint one representative to serve as trustee and he shall serve at the pleasure of the Commissioner.

Greenville Bicycle and Pedestrian Commission. The Commission shall consist of ~~12~~ 9 members, all of whom shall be citizens and residents of the city. All members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members. The Director of the Recreation and Parks Department and the Director of the Public Works Department shall serve as ex-officio, non-voting advisors

to the Commission. East Carolina University, the Pitt County Planning Department, and the Eastern Carolina Injury Prevention Program shall each designate a representative to serve as a non-voting advisor to the Commission.

Greenville Utilities Commission. The commission shall consist of eight members, one of whom is the City Manager. The charter specifies that the members shall have utilities expertise. Representation should include some members with financial, engineering, environmental, technical, or development backgrounds. Five City members shall be appointed by the City Council in accordance with this policy, and appointment letters for the City members sent by the City Clerk's Office. Two County candidates shall be nominated by the County Commissioners, at which time the County Clerk shall submit to the City Clerk a letter of recommendation. (The two candidates shall be bonafide residents of Pitt County but residing outside the city limits, who shall be customers of Greenville Utilities.) The City Clerk's Office shall then obtain background information on the nominee and provide it along with the letter to the City Council liaison. The information shall be provided to City Council for consideration at a regular City Council meeting. The City Council shall have the right to reject any nominee from the Board of Commissioners and to request additional nominees. If the Pitt County Board of Commissioners fails to recommend a nominee to the City Council within 60 days of the original date requested by the City Council, then the City Council may appoint any individual that meets the residency requirement. The City Clerk's Office shall send a letter of appointment to the new members informing them of the appointment. A copy of the letter for County appointments shall be sent to the County Clerk. Greenville Utilities Commissioners filling the first three-year term shall automatically fill a second three-year term unless the City Council initiates the replacement process.

The procedure hereinafter set forth for the nomination and appointment of commissioners applies to commissioners appointed after October 11, 2010, other than commissioners who are to be nominated by the Pitt County Board of Commissioners. Additionally, whenever a commissioner has completed a first three year term, the commissioner will be automatically appointed to a second three year term, without a nomination, unless City Council initiates the replacement process for the commissioner.

Nominations to the City Council will be made by City Council Members or the Mayor on a rotating basis in the following order: Council Member, District Four, for the first appointment, Council Member, District Five, for the second appointment, the Mayor, for the third appointment, Council Member, At-large, for the fourth appointment, Council Member, District One, for the fifth appointment, Council Member, District Two, for the sixth appointment, Council Member, District Three, for the seventh appointment, and, thereafter, the rotation shall be repeated.

City Council is not required to appoint the person nominated by a Council Member or the Mayor and may, but is not required to, request another nomination from the Council Member or the Mayor making the nomination in the event the initial nominee is not appointed. In the event the person nominated by a Council Member or the Mayor is not appointed and another nomination from the Council Member or the Mayor making the nomination is not requested, any Council

Member or the Mayor may make a nomination. City Council shall make the appointment by a motion of appointment.

In the event there is a vacancy prior to the completion of the term of office in a commissioner position which has been appointed by City Council after October 11, 2010, the nomination of a person to fill the unexpired term will be made by the Council Member or the Mayor who made the initial nomination to City Council to appoint the commissioner. In the event there is a vacancy prior to the completion of a term of office in a commissioner position which was not appointed by City Council after October 11, 2010, the nomination will be made in accordance with the reverse order of the rotating basis set forth above and such nomination will complete the Council Member's or the Mayor's turn in the rotation for filling unexpired terms not previously appointed by City Council only. City Council is not required to appoint the person nominated by a Council Member or the Mayor and may, but is not required to, request another nomination from the Council Member or the Mayor making the nomination in the event the initial nominee is not appointed. In the event the person nominated by a Council Member or the Mayor is not appointed and another nomination from the Council Member or the Mayor making the nomination is not requested, any City Council Member or the Mayor may make a nomination. City Council shall make the appointment by a motion of appointment.

Historic Preservation Commission. The commission shall consist of ten members, the majority of whom shall have demonstrated special interest, experience, or education in history, architecture, and/or archaeology. All members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members.

Housing Authority. The authority shall consist of seven commissioners. One commissioner shall be appointed by the Mayor and all other commissioners shall be appointed by City Council. No commissioner may be a city official. At least one of the commissioners shall be a person who is directly assisted by the public housing authority. The City Council shall appoint the person directly assisted by the authority unless the authority's rules require that the person be elected by other persons who are directly assisted by the authority. If the commissioner directly assisted by the public housing authority ceases to receive such assistance, the commissioner's office shall be abolished and another person who is directly assisted by the public housing authority shall be appointed by the City Council.

The procedure hereinafter set forth for the nomination and appointment of commissioners applies to commissioners appointed on or after June 30, 2009, (the effective date of Session Law 2009-211). Appointments will be made by City Council unless the appointment is required to be made by the Mayor to ensure that the authority has a commissioner appointed by the Mayor or unless the appointment to be made is the commissioner on the authority appointed as the commissioner who is directly assisted by the authority and the authority's rules require that the person appointed is elected by other persons directly assisted by the authority.

When the appointment is made by City Council, nominations to the City Council will be made by City Council Members on a rotating basis in the following order: Council Member, At-Large, for the first appointment, Council Member, District One, for the second appointment, Council

Member, District Two, for the third appointment, Council Member, District Three, for the fourth appointment, Council Member, District Four, for the fifth appointment, Council Member, District Five, for the sixth appointment, and, thereafter, the rotation shall be repeated. City Council is not required to appoint the person nominated by a Council Member and may, but is not required to, request another nomination from the Council Member making the nomination in the event the initial nominee is not appointed. In the event the person nominated by a Council Member is not appointed and another nomination from the Council Member making the nomination is not requested, any City Council Member may make a nomination. City Council shall make the appointment by a motion of appointment.

At all times, at least one (1) of the commissioners shall have been appointed by the Mayor. Therefore, the appointment by City Council will not occur until the next appointment whenever the appointment to be made is the only commissioner position on the authority who has been appointed by the Mayor. The Mayor shall make the appointment or reappointment in this event by filing with the City Clerk a certificate of appointment or reappointment.

At all times, at least one (1) of the commissioners shall be a person directly assisted by the authority. Therefore, the nomination by a Council Member and the appointment by City Council will not occur until the next appointment whenever the appointment to be made is the commissioner on the authority appointed as the commissioner who is directly assisted by the authority and the authority's rules require that the person appointed is elected by other persons directly assisted by the authority. City Council shall confirm the appointment of the person who is elected by other persons directly assisted by the authority after receipt of written notice of the election of this person from the authority whenever the authority's rules require that the person appointed as the person directly assisted by the authority is elected by other persons directly assisted by the authority. City Council shall make the confirmation of the appointment by a motion of appointment. In the event the authority's rules do not require that the person appointed as the commissioner directly assisted by the authority is elected by other persons who are directly assisted by the authority and the appointment to be made is the commissioner on the authority who is appointed as the commissioner directly assisted by the authority, the nomination by a Council Member on the rotating basis will not occur until the next appointment and, instead of a nomination, a recommendation from the authority will be sought. City Council is not required to appoint the person recommended by the authority and may, but is not required to, request another recommendation from the authority in the event the initial recommended person is not appointed. In the event the person recommended by the authority is not appointed and another recommendation from the authority is not requested, any Council Member may make a nomination. City Council shall make the appointment by a motion of appointment.

In the event there is a vacancy prior to the completion of the term of office in a commissioner position which has been appointed by City Council, the nomination of a person to fill the unexpired term will be made by the Council Member who made the initial nomination to City Council to appoint the commissioner. In the event there is a vacancy in a commissioner position which was not appointed by City Council and which is not either the required Mayor appointment or person directly assisted by the authority appointment, the nomination will be made in accordance with the reverse order of the rotating basis set forth above and such nomination will complete the Council Member's turn in the rotation for filling unexpired terms

not previously appointed by City Council only. City Council is not required to appoint the person nominated by a Council Member and may, but is not required to, request another nomination from the Council Member making the nomination in the event the initial nominee is not appointed. In the event the person nominated by a Council Member is not appointed and another nomination from the Council Member making the nomination is not requested, any City Council Member may make a nomination. City Council shall make the appointment by a motion of appointment.

In the event there is a vacancy prior to the completion of the term of office in a commissioner position which is either the required Mayor appointment or the person directly assisted by the authority appointment, the procedure to appoint and recommend or elect shall be the same as the procedure to appoint and recommend or elect a person for a full term.

Human Relations Council. The 18-member council shall consist of fifteen citizens, one East Carolina University student, one Shaw University student, and one Pitt Community College student. The fifteen citizens shall reside within the corporate limits of the city. The three students shall reside within the corporate limits of the city during the school year. All members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members.

Investment Advisory Committee. The three-member committee shall be composed of three members that have a background in investing and money management (i.e., bankers, stock brokers, accountants, economists, etc.). All members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters to the members.

Neighborhood Advisory Board. The Neighborhood Advisory Board shall consist of ten **regular** board members with two **regular** board members being elected from each of the five districts from which Council Members are elected **and five alternate board members with one alternate board member being elected from each of the five districts from which Council Members are elected.** Each neighborhood association shall appoint a liaison member to the Neighborhood Advisory Board and an alternate liaison member shall serve at the pleasure of the neighborhood association. The alternate liaison member, while attending a meeting of the liaison members or of the Neighborhood Advisory Board in the absence of the liaison member from the same neighborhood association, may serve as the liaison member and shall have and may exercise the powers of the liaison member.

The liaison members of the Neighborhood Advisory Board shall elect, at the initial meeting of the liaison members and annually thereafter, at a meeting of the liaison members established by the Neighborhood Advisory Board for that purpose, ten board members of the Neighborhood Advisory Board with two board members being elected from each of the five districts from which Council Members are elected. The liaison members of the Neighborhood Advisory Board who represent neighborhood associations of neighborhoods located primarily within a district from which a Council Member is elected shall only be eligible to vote for board members for said district. The board members of the Neighborhood Advisory Board elected from a district from which a Council Member is elected must be a liaison member for a neighborhood

association of a neighborhood located primarily within said district. For the purpose of determining eligibility to vote and to serve as a board member, a neighborhood is located primarily within the district if the majority of the residences in the neighborhood served by the neighborhood association are located within said district.

The Neighborhood Liaison/Ombudsman shall serve as an ex-officio, non-voting member of the Neighborhood Advisory Board. The Liaison Members of the Neighborhood Advisory Board shall consist of the liaison members appointed by each neighborhood association. In addition to electing the board members of the Neighborhood Advisory Board, the liaison members shall offer feedback to the board members of the Neighborhood Advisory Board at least twice each year at a meeting of the Neighborhood Advisory Board.

Pitt-Greenville Airport Authority. The authority shall have eight members, four appointed by the City Council and four appointed by the Pitt County Commissioners. The City Council and Pitt County Commissioner liaisons shall serve as voting members of the authority. City members shall be appointed by the City Council in accordance with this policy. Appointment letters shall be sent by the City Clerk's Office for City Members. County members shall be appointed by the County Commissioners and appointment letters for those members sent by the County Clerk's Office. A copy of the letter shall be forwarded to the City Clerk's Office, at which time the City records shall be updated.

The procedure hereinafter set forth for the nomination and appointment of Authority members applies to authority members appointed after October 11, 2010, other than Authority members who are to be appointed by the Pitt County Board of Commissions. Appointments will be made by City Council unless the appointment is required to be made by the Pitt County Board of Commissioners.

When the appointment is made by City Council, nominations to the City Council will be made by City Council Members or the Mayor on a rotating basis in the following order: Council Member, District Three, for the first appointment, Council Member, District Four, for the second appointment, Council Member, District Five, for the third appointment, the Mayor, for the fourth appointment, Council Member, At-large, for the fifth appointment, Council Member, District One, for the sixth appointment, Council Member, District Two, for the seventh appointment, and, thereafter, the rotation shall be repeated.

City Council is not required to appoint the person nominated by a Council Member or the Mayor and may, but is not required to, request another nomination from the Council Member or the Mayor making the nomination in the event the initial nominee is not appointed. In the event the person nominated by a Council Member or the Mayor is not appointed and another nomination from the Council Member or the Mayor making the nomination is not requested, any City Council Member or the Mayor may make a nomination. City Council shall make the appointment by a motion of appointment.

In the event there is a vacancy prior to the completion of the term of office in an Authority member position which has been appointed by City Council after October 11, 2010, the nomination of a person to fill the unexpired term will be made by the Council Member or the

Mayor who made the initial nomination to City Council to appoint the commissioner. In the event there is a vacancy prior to the completion of the term of office in a commissioner position which was not appointed by City Council after October 11, 2010, the nomination will be made in accordance with the reverse order of the rotation set forth above and such nomination will complete the Council Member's or the Mayor's turn in the rotation for filling unexpired terms not previously appointed by City Council only. City Council is not required to appoint the person nominated by a Council Member or the Mayor and may, but is not required to, request another nomination from the Council Member or the Mayor making the nomination in the event the initial nominee is not appointed. In the event the person nominated by a Council Member or the Mayor is not appointed and another nomination from the Council Member or the Mayor making the nomination is not requested, any City Council Member or the Mayor may make a nomination. City Council shall make the appointment by a motion of appointment.

Pitt-Greenville Convention and Visitors Authority. The authority shall have eleven members as follows: Four owners or operators of hotels, motels, or other taxable accommodations, two of whom shall be appointed by the Pitt County Board of Commissioners and two of whom shall be appointed by the City Council; two individuals who are directly involved in a tourist or convention-related business but do not own or operate a hotel, motel, or other taxable accommodation, one appointed by the Board of Commissioners and one appointed by the City Council; two residents of Greenville, appointed by the City Council, and two residents of Pitt County but not of Greenville, appointed by the Pitt County Board of Commissioners, none of whom is involved in a tourist or convention-related business or owns or operates a hotel, motel, or other taxable accommodation; and one individual who is a member of the Pitt-Greenville Chamber of Commerce, appointed by the Chairman of the Board of Directors of the Pitt-Greenville Chamber of Commerce. City members of the Convention and Visitors Authority Board shall be appointed by the City Council. Appointment letters shall be sent by the City Clerk's Office for the City appointments. The City Council shall also make a nomination to the County on five of the members, and appointment of County members shall be made by the Pitt County Commissioners based on the nominations of City Council. The Board of Commissioners has the right to reject any nominee from the City Council and request additional nominees. If the City Council fails to recommend a nominee to the County within sixty days after a written request for nominees is sent by the County to the City, then the Board of Commissioners may appoint any individual meeting the eligibility requirements of the Enabling Legislation. The County Clerk shall be responsible for sending out appointment letters for County members. The Chamber of Commerce shall appoint one of its members and is responsible for sending out the appointment letter for that appointment and sending a copy of the letter to the City Clerk's Office, at which time the records are updated.

Planning and Zoning Commission. The commission shall be composed of nine regular members and three alternate members. Appointments of members appointed by City Council shall be made to promote the representation of a variety of interests. This representation should include some members with environmental, neighborhood preservation, development and business interests. Seven regular City members and two alternate members shall reside within the corporate limits of the City and shall be appointed by the City Council. Appointment letters shall be sent from the City Clerk's Office for the City appointments. The County Commissioners shall appoint two regular County members and one alternate member. The

appointment letter for County appointees shall be sent from the County Clerk's Office. A copy of the appointment/reappointment letters shall be sent to the City Clerk's Office, at which time the City records shall be updated.

The procedure hereinafter set forth for the nomination and appointment of Planning and Zoning Commission members applies to commission members appointed after October 11, 2010, other than Planning and Zoning Commission members who are to be appointed by the Pitt County Board of Commissioners. Appointments will be made by City Council unless the appointment is required to be made by the Pitt County Board of Commissioners.

When the appointment is made by City Council, nominations to the City Council will be made by City Council Members or the Mayor on a rotating basis in the following order: Council Member, District Two, for the first appointment, Council Member, District Three, for the second appointment, Council Member, District Four, for the third appointment, Council Member, District Five, for the fourth appointment, the Mayor, Council Member, At-large, for the sixth appointment, and Council Member, District One, for the seventh appointment

City Council is not required to appoint the person nominated by a Council Member or the Mayor and may, but is not required to, request another nomination from the Council Member or the Mayor making the nomination in the event the initial nominee is not appointed. In the event the person nominated by a Council Member or the Mayor is not appointed and another nomination from the Council Member or the Mayor making the nomination is not requested, any Council Member or the Mayor may make a nomination. City Council shall make the appointment by a motion of appointment.

Prior to City Council making an appointment as a result of a nomination, the elevation of alternate members in accordance with the Alternate Members section of this policy shall occur. In the event the term of an alternate member position is expiring and the person holding this alternate member position remains in this alternate member position after appointments are made to other positions to be filled at the same time and the elevation of alternate members in accordance with the Alternate Members section of this policy has occurred, the person holding this alternate member position will be automatically reappointed without the necessity of a nomination and the City Council shall make the reappointment by a motion of appointment.

When more than one position is to be filled for the first seven positions filled after October 11, 2010, the positions to be filled will be assigned to the elected officials whose time it is to make a nomination as follows: first, if any of the positions to be filled is held by a person residing in a district which a Council Member whose time it is to make a nomination is elected to represent, that Council Member will be assigned to make the nomination for that position, (provided that, if more than one position to be filled are held by persons residing in the same district which a Council Member whose time it is to make a nomination for these positions is elected to represent, the Council Member will be assigned to make the nomination for the position held by person residing in his district alphabetically by last name of the person holding the position) and then, for any remaining positions, elected officials whose time it is to make a nomination will be assigned in the order of the rotation to make the nomination for positions held by persons alphabetically by the last name of the person holding the position. For example, if two

positions are to be filled and the persons holding the positions are John Doe residing in District One and Jane Roe residing in District Three and Council Member, District Three and Council Member District Four are to make the nominations, the Council Member from District Three will make the nomination for the position held by Jane Roe and the Council Member from District Four will make the nomination for the position held by John Doe. As a further example, if two positions are to be filled and the persons holding the positions are John Doe residing in District One and Jane Roe residing in District Three and the elected officials to make the nomination are Council Member, District Four and Council Member District Five, the Council Member, District Four will make the nomination for the position held by John Doe and the Council Member District Five will make the nomination for the position held by Jane Roe. In the event any of the appointments will result in a new person being appointed as a regular member after the elevation of alternate members in accordance with the Alternate Members section of this policy, the regular member positions to be filled will be assigned to the elected officials whose time it is to make the nominations for positions in the order of the rotation to make the nominations for positions. In a similar manner, the highest ranked alternate positions will be assigned to the elected officials whose time it is to make the nominations for positions in the order of the rotation to make the nominations for positions.

When a position is filled after a nomination for the first seven positions filled after October 11, 2010, the position on the Commission held by the person who was nominated by the elected official will thereafter be assigned for nomination by the same elected official who made the initial nomination of that person. For example, if a position is filled after a nomination by Council Member, District One, and it is time to make an appointment for a position on the Commission held by the person who was nominated by Council Member, District One again, due to the expiration of the term or a vacancy in the position on the Commission held by the person who was nominated by Council Member, District One, the nomination for that position will be made by Council Member, District One.

For the eighth and ninth position filled after October 11, 2010, nominations will be made in the rotation order indicated above whenever it is time to make an appointment in these two positions due to expiration of a term or a vacancy. For example, if a vacancy occurs in the eighth position and Council Member District One made the most recent nomination for the eighth position and Council Member District Two has made the most recent nomination for the ninth position, when it is time to make another appointment for either position again due to expiration of a term or a vacancy, the nomination will be made by the Council Member, District Three and then when it is time to make another appointment for either position again due to expiration of a term or a vacancy the nomination will be made by the Council Member, District Four.

Police Community Relations Committee. The committee shall be composed of seven members (one from each district, one at-large and one appointed by the Mayor). Members are appointed directly by the Mayor and individual Council Members. Members should not hold any elected office.

Public Transportation and Parking Commission. The commission shall be composed of seven members, all of whom shall be citizens and residents of the City. All members shall be

appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members.

Recreation and Parks Commission. The commission shall be composed of nine members, all of whom shall be residents of the City. All members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members.

The procedure hereinafter set forth for the nomination and appointment of commission~~er~~ members applies to commission~~er~~ members appointed after October 11, 2010.

Nominations to the City Council will be made by City Council Members or the Mayor on a rotating basis in the following order: Council Member, District One, for the first appointment, Council Member, District Two, for the second appointment, Council Member, District Three, for the third appointment, Council Member, District Four, for the fourth appointment, Council Member, District Five, for the fifth appointment, the Mayor, for the sixth appointment, and, Council Member, At-large, for the seventh appointment.

City Council is not required to appoint the person nominated by a Council Member or the Mayor and may, but is not required to, request another nomination from the Council Member or the Mayor making the nomination in the event the initial nominee is not appointed. In the event the person nominated by a Council Member or the Mayor is not appointed and another nomination from the Council Member or the Mayor making the nomination is not requested, any Council Member or the Mayor may make a nomination. City Council shall make the appointment by a motion of appointment.

When more than one position is to be filled for the first seven positions filled after October 11, 2010, the positions to be filled will be assigned to the elected officials whose time it is to make a nomination as follows: first, if any of the positions to be filled is held by a person residing in a district which a Council Member whose time it is to make a nomination is elected to represent, that Council Member will be assigned to make the nomination for that position, (provided that, if more than one position to be filled are held by persons residing in the same district which a Council Member whose time it is to make a nomination for these positions is elected to represent, the Council Member will be assigned to make the nomination for the position held by person residing in his district alphabetically by last name of the person holding the position) and then, for any remaining positions, elected officials whose time it is to make a nomination will be assigned in the order of the rotation to make the nomination for positions held by persons alphabetically by the last name of the person holding the position. For example, if two positions are to be filled and the persons holding the positions are John Doe residing in District One and Jane Roe residing in District Three and Council Member, District Three and Council Member District Four are to make the nominations, the Council Member from District Three will make the nomination for the position held by Jane Roe and the Council Member from District Four will make the nomination for the position held by John Doe. As a further example, if two positions are to be filled and the persons holding the positions are John Doe residing in District One and Jane Roe residing in District Three and the elected officials to make the nomination are Council Member, District Four and Council Member District Five, the Council Member, District

Four will make the nomination for the position held by John Doe and the Council Member District Five will make the nomination for the position held by Jane Roe.

When a position is filled after a nomination for the first seven positions filled after October 11, 2010, the position will thereafter be assigned for nomination by the same elected official who made the initial nomination for that position. For example, if a position is filled after a nomination by Council Member, District One, and it is time to make an appointment for that position again, due to the expiration of the term or a vacancy, Council Member, District One, will make the nomination for that position.

For the eighth and ninth position filled after October 11, 2010, nominations will be made in the rotation order indicated above whenever it is time to make an appointment in these two positions due to expiration of a term or a vacancy. For example, if a vacancy occurs in the eighth position and Council Member District One made the most recent nomination for the eighth position and Council Member District Two has made the most recent nomination for the ninth position, when it is time to make another appointment for either position again due to expiration of a term or a vacancy, the nomination will be made by the Council Member, District Three and then when it is time to make another appointment for either position again due to expiration of a term or a vacancy the nomination will be made by the Council Member, District Four.

Redevelopment Commission. The commission shall consist of seven members, all of whom shall be residents of the City. All members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members.

The Mayor and each Council Member nominates to City Council the persons to serve on the Redevelopment Commission. When a vacancy occurs in a position filled after a nomination by an elected official, the same elected official who made the nomination will make the nomination for that position again.

City Council is not required to appoint the person nominated by the Council Member or Mayor and may, but is not required to, request another nomination from the Council Member or Mayor making the nomination in the event the initial nominee is not appointed. In the event the person nominated by a the Council Member or Mayor is not appointed and another nomination from the Council Member or Mayor making the nomination is not requested, any Council Member or the Mayor may make a nomination. City Council shall make the appointment by a motion of appointment.

Sheppard Memorial Library Board. The board shall consist of nine members. City members shall be appointed by the City Council in accordance with this policy. Appointment letters shall be sent from the City Clerk's Office for the City appointments. The County Commissioners shall appoint county candidates, and the appointment letters for County members shall be sent from the County Clerk's Office. A copy of the appointment/reappointment letter shall be sent to the City Clerk's Office, at which time the City records shall be updated. The City Council liaison to the Sheppard Memorial Library Board shall serve as a voting ex-officio member of the Board.

Youth Council. The Greenville Youth Council shall be composed of ~~twenty-five~~ twenty members as follows: ~~three~~ fifteen representatives from each of the Pitt County public high schools; and five representatives from private schools, charter schools and home schools located in Pitt County ~~one representative from each of the private schools located in Pitt County (Trinity Christian School, Greenville Christian Academy, Calvary Christian Academy, and The Oakwood School); one home schooled student; and two youth members from the Human Relations Council.~~ All members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members.

When an appointment is to be made by City Council on a particular board or commission, the City Council liaison shall contact the City Clerk's Office by noon on the Monday prior to the Thursday City Council meeting with a name of the person to be recommended for appointment. (Exceptions to this are (1) the Police Community Relations Committee, to which the Mayor and City Council Members each make individual appointments without a vote of City Council, (2) the Housing Authority, to which either, in accordance with the procedure set forth in the Housing Authority section above, the Mayor makes the appointment or City Council appoints commissioners after receipt of a nomination from Council Members on a rotating basis or City Council appoints a commissioner after receipt of a recommendation from the Housing Authority or City Council confirms the appointment of a commissioner who is elected by other persons directly assisted by the Housing Authority and (3) the Redevelopment Commission, to which the Mayor and each Council Member make a nomination for the individual members so that the Commission consists of members appointed by City Council after receipt of a nomination by either the Mayor or a Council Member.) If a talent bank form is not on file for the individual, the City Council Member shall be responsible for providing one to the City Clerk prior to that time. The City Clerk's Office shall be responsible for providing a copy of the talent bank form to all City Council Members at the Monday night meeting so that a recommendation can be made by the City Council liaison for appointment on Thursday night. Talent bank forms shall be provided to City Council on Monday night and the recommendation discussed, giving other City Council Members an opportunity for comment on the recommendation. A consensus on appointees shall be made at the Monday meeting. If written information is unavailable to be presented at the Monday night meeting, the City Council liaison shall provide a copy of the talent bank form to the City Clerk's Office by Wednesday at noon to be submitted to Council in the Wednesday Notes to Council. Official action on appointments shall be taken at the Thursday Council meeting held during the month in which the appointment is due, unless a recommendation has not been selected, at which time the appointment shall be continued to the following month.

Appointment to a Board at the Conclusion of Service on a Board

When a citizen completes at least one full term on a board or commission, that person shall be eligible to serve on another as a City member at the completion of the term. However, a one-year waiting period is required in order to serve on the same board or commission.

Alternate Members

On certain boards and commissions, members shall originally be appointed as Alternate Members in order to provide a learning period unless there are more vacancies on the Board than the number of alternate slots for the Board at the time of appointment. The alternates vote only when a regular member is absent or unable to vote. City alternates shall be provided for various boards as follows:

Affordable Housing Loan Committee	Alternate
Board of Adjustment	Alternate Nos. 1, 2 and 3
Planning and Zoning Commission	Alternate Nos. 1 and 2

Alternates shall move up in rank or to a regular member slot as vacancies become available on the board and in accordance with the following rotation. In the instance of only one alternate, when a vacancy becomes available to replace a regular member who is ineligible for reappointment or is not reappointed, the alternate shall move up and a new alternate member appointed. In the instance of two alternates, when a vacancy becomes available to replace a regular member who is ineligible for reappointment or is not reappointed, Alternate #1 shall be elevated to a regular member, Alternate #2 shall be elevated to Alternate #1, and a new Alternate #2 appointed. In the instance of three alternates, when a vacancy becomes available to replace a regular member who is ineligible for reappointment or is not reappointed, Alternate #1 shall be elevated to a regular member, Alternate #2 shall be elevated to Alternate #1, Alternate #3 shall be elevated to Alternate #2, and a new Alternate #3 appointed. In the event that there are two elevations at one time, the Alternate members shall move in the order in which they would have normally been elevated.

Reappointments

Persons serving on City boards and commissions having a term of more than three years shall be ineligible for consideration for reappointment. Persons serving on City boards and commissions having a term of three years or less shall be eligible for consideration for reappointment to a second term, but shall be ineligible for a third term. Persons serving unexpired terms on any City board or commission shall be eligible for consideration for appointment to a full term. On joint City and County boards, such as the Pitt-Greenville Airport Authority and the Sheppard Memorial Library Board, City appointees may be reappointed to a second term. The purpose of this exception is to create the same reappointment policy for City appointees as that of the County on joint City/County boards; this policy shall be reviewed if the County of Pitt amends the County appointment policy with regard to joint City/County boards. ~~The Housing Authority shall also be excepted.~~ On the Housing Authority and the Firefighter's Relief Fund Committee, City Council appointees may be reappointed without a limit on the number of terms. The purpose of this exception is to create the same reappointment policy for City Council appointees and those appointed by the Mayor and those elected or appointed by others in accordance with statutory provisions.

No Holdover Beyond Term

Upon the expiration of the term of office of a member of a board or commission, the member shall not continue to serve until a successor is appointed unless the member is eligible to be reappointed for another term. The holdover service of the member eligible to be reappointed for another term shall be considered to be a part of the member's service for the next term

Nominations for Extended Vacancies

In the event there is a vacancy on a City board or commission which has been on the City Council agenda for appointment by City Council for more than two (2) calendar months in which a regular City Council meeting has been held, then any Council Member may make a nomination to fill the vacancy without regard to any other provision relating to who has the authority to make the nomination.

Resignation of Board or Commission Members Elected to Public Office

Members of City boards or commissions who are elected as Mayor or as a City Council Member shall submit a resignation from the board or commission prior to becoming installed as an elected official.

Service of a Full-Time Employee on a Board or Commission

A full-time employee of the City of Greenville shall not be eligible to serve on a city authority, board, commission or committee as an appointee of the Mayor, City Council or a Council Member. If such a member becomes a full-time employee of the City of Greenville, that shall constitute a resignation from the authority, board, commission or committee upon which he serves, effective upon the date a replacement is appointed. The prohibition established herein shall not apply to any current full-time City employee who is currently serving on an authority, board, commission or committee for so long as said employee serves on the same body until the completion of the current term. The prohibition established herein shall not apply to service resulting from being an ex-officio member.

Serving on Two Boards Simultaneously

With the exception of ad hoc committees, task forces, or other like groups created by the City Council for a specified length of time and for a specified purpose, individuals shall not serve on more than one city board or commission as a City Council appointment at the same time. A citizen may resign from a City board or commission in order to serve on another City board or commission. The citizen may be appointed to the new board or commission prior to submitting a resignation from the current board or commission but must submit the resignation from the current board or commission prior to commencing service on the new board or commission.

Individuals shall not hold more than two appointive offices or more than one appointive office and an elective office concurrently in violation of North Carolina General Statute 128-1.1.

Designation of Liaisons and their Roles and Responsibilities

Designation. The Mayor shall designate City Council Members and the Mayor as liaisons to boards and commissions whose members are appointed by the City. Prior to the designation of the liaisons, the Mayor shall ask Council Members to which boards and commissions they prefer to be designated as liaison. The Council Members shall be provided an opportunity to discuss their choices with the Mayor.

Length of Designation. The liaisons shall serve until the end of their elected two-year term as a City Council Member or the Mayor.

Roles of the Liaisons. The liaison is a communication link between the City Council and the appointed board or commission. The liaison role is not to regularly and actively discuss subjects on the agenda with the board or commission members, but to offer insight into overall City goals and policies that have been adopted by the City Council as it may relate to an issue being considered by the board or commission. The liaison, from time to time as appropriate, shall inform City Council of major activities of the board or commission.

Attendance. The attendance at board or commission meetings is at the discretion of the liaison. While attendance at every meeting is not required, attendance sufficient to understand the subjects before the board or commission is important.

Voting. The liaison is not a voting member of the board or commission and may not make motions at a meeting of the board or commission. The exception to this is the Sheppard Memorial Library Board of Trustees and the Pitt-Greenville Airport Authority where the liaison is a voting member and should participate as a full member.

Appointments. The liaison is to review the applications in the talent bank for vacancies on the board or commission and to make nominations of persons to City Council to fill the vacancies. The exception to this is Housing Authority, the Police Community Relations Committee, the Redevelopment Commission, Board of Adjustment, Greenville Utilities Commission, Pitt-Greenville Airport Authority, Planning and Zoning Commission and Recreation and Parks Commission.

City Council is not required to appoint the person nominated by the liaison and may, but is not required to, request another nomination from the liaison making the nomination in the event the initial nominee is not appointed. In the event the person nominated by a liaison is not appointed and another nomination from the liaison making the nomination is not requested, any Council Member or the Mayor may make a nomination. City Council shall make the appointment by a motion of appointment.

Attendance of Members

All appointed members of the various boards and commissions are expected to attend all regular meetings. Whenever a member of any board or commission has missed three or more consecutive regular meetings or fails to attend seventy-five percent of all regularly scheduled meetings in a one year period commencing annually on the month immediately after the month which City Council is regularly scheduled to make an appointment for that board or commission as a result of an expired term, the staff liaison to the board or commission shall notify the City Clerk of the member's attendance record. If a regularly scheduled meeting is cancelled due to a lack of a quorum, a member will be considered as failing to attend the meeting if the member's failure to attend or failure to indicate an intent to attend the meeting contributes to the lack of a quorum. The City Clerk's Office shall send a letter to the member asking to be notified about the person's ability to attend future meetings. A copy of the letter shall be sent to the City Council liaison. If, within ~~30 days~~ 15 work days after the date the letter is mailed, the member responds that he desires to continue serving and will attend future meetings on a regular basis, the City Clerk's Office will notify the City Council liaison, and the attendance will be monitored for the next three regularly scheduled meetings as a probationary period. ~~a period of three months, at which time replacement or other appropriate action may occur~~ If the attendance requirements are still not met during the three regularly scheduled meeting probationary period or during the six month period after the three month probationary period or ~~—However,~~ if the person either fails to respond to the letter within ~~30 days~~ 15 work days after the date the letter is mailed or indicates that he is unable or unwilling to attend, the City Council liaison will be notified by the City Clerk's Office and the vacancy placed on the next possible City Council agenda for replacement or other appropriate action. The appointment shall be for the duration of the unexpired term of the member whose position has been vacated.

Acknowledgement of Attendance Requirement

Persons appointed to a board or commission shall be provided a copy of the attendance requirement and sign a form provided by the City which acknowledges the understanding of the attendance requirement.

Quorum Issues

In the event a board or commission has failed to have two (2) consecutive regularly scheduled meetings due to a lack of a quorum or has failed to have at least fifty percent of its regularly scheduled meetings in a calendar year due to a lack of a quorum, City Council shall be notified. The City employee providing support to the board or commission shall notify the City Manager and City Clerk of this failure. The City Clerk will then notify City Council of the failure electronically. Any member of Council may place the issue for discussion or action in accordance with the Policy on Mayor and Council Members Adding an Agenda Item approved by City Council. If placed on a City Council agenda, City Council will consider whether the board or commission should continue or be eliminated, whether the membership of the board or commission should be reduced, whether the quorum for the board of commission should be reduced, and whether alternate members should be appointed to the board or commission.

Recommendations to City Council

When a board or commission makes a recommendation or comment to City Council, City Council shall be provided the recommendation or comment. The recommendation or comment shall be approved by an action of the board or commission. The recommendation or comment shall be sent to the City Manager and City Clerk by the City employee providing staff support to the board or commission. The City Clerk will forward the recommendation or comment to City Council electronically. Any member of City Council may place the recommendation or comment on a City Council agenda for discussion or action in accordance with the Policy on Mayor and Council Members Adding an Agenda Item approved by City Council.

The following are not subject to this procedure:

- (i) Recommendations from a board or commission in response to a request for a recommendation from City Council,
- (ii) recommendations from the Planning and Zoning Commission, Recreation and Parks Commission, and Affordable Housing Loan Committee requiring a public hearing by City Council, and
- (iii) recommendations from the Greenville Utilities Commission, Redevelopment Commission and Airport Authority.

These items will be placed on a City Council agenda by the City Manager in accordance with standard agenda preparation procedures.

Electronic Participation in Meetings

A board or commission may allow a member to participate in a meeting electronically. However, a member who is not physically present at the meeting shall not be counted as present for the purpose of establishing a quorum or for the purpose of compliance with the attendance requirement of this Policy and shall not vote on any matter before the board or commission.

This provision shall not apply to the Greenville Utilities Commission, Airport Authority, and Housing Authority and these boards or commissions may establish their own policy relating to electronic participation in meetings.

Minutes

Minutes shall be prepared for each meeting of a board or commission. The minutes for a regular meeting shall be scheduled for approval by the board or commission at its next regular meeting. The minutes for a special meeting shall be scheduled for approval by the board or commission no later than the next regular meeting held thirty days after the special meeting. The approved minutes shall be posted on the City's website no later than seven calendar days after approval.

Annual Presentation to Council

Boards or commissions will make an annual presentation to City Council. The City Clerk shall coordinate the scheduling of the date for the presentation. The presentation shall provide information on the activities and accomplishments during the past year and the goals and activities for the upcoming year. The goals and activities for the upcoming year shall support approved City Council goals, programs, and projects. The presentation shall comply with the

Greenville City Council Policy on Time Limitations at City Council Meetings adopted at City Council.

Validity or Legality of Appointment Not Impacted

Failure to observe any requirement of this policy shall not affect the validity or legality of any appointment.

Sunset Provision

This policy shall expire and shall be null and void after the 31st day of August, 2018. This provision, commonly known as a sunset provision, is included in this policy to ensure that the policy, its effectiveness, and its necessity will be reviewed by the City Council on a periodic basis.

This policy was adopted by the Greenville City Council on October 11, 2010, and amended June 12, 2014, and _____, _____, 2016.



City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Update on the City of Greenville's 2016-2018 Strategic Plan

Explanation: **Abstract:** On April 11, 2016, City Council approved the 2016-2018 City of Greenville Strategic Plan. An update on the progress and status of the goals and related tactics is provided for information.

Explanation: On January 29 and 30, 2016, City Council conducted a Strategic Planning Retreat, during which citizen and staff input was reviewed to begin developing the strategic plan elements. On April 11, 2016, the draft 2016-2018 City of Greenville Strategic Plan was presented to and approved by City Council. Since that time, the Strategic Plan has continued to act as a blueprint, guiding decision making and resource allocation. An update on the status of the plan is attached.

Fiscal Note: N/A

Recommendation: The Strategic Plan update is provided for information only. No action is required at this time.

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

Attachments / click to download

 [July 2016 Strategic Plan Update](#)

A Greater Greenville

Planning Session Goals and Objectives for the City of Greenville, NC 2016-2018



July 2016 Update

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CITY PROFILE

As the cultural, educational and economic hub of Eastern North Carolina, Greenville is expansive; it rewards the curious imagination and the entrepreneurial mind. Its natural blend of small-town friendly atmosphere and metropolitan area amenities help create a diverse, neighborly, business-friendly, college community with connections and resources normally only found in much larger cities.

With a population of more than 90,000 and the expectation of surpassing 100,000 by 2020, Greenville has quickly grown to become the 10th largest city in North Carolina. Located just inland of the North Carolina coast, east of I-95, more than 20 parks grace Greenville’s landscape.

If you’re an outdoor enthusiast, you’ll find enough adventure and scenic beauty here to fill up the canvas of your days, and plenty of like-minded people who share your respect for the grandeur of nature, love of relaxing under the shade of oaks, or joy of hiking down a path that leads you not to the trail’s end, but to the conclusion that this is where you belong.

The smart thinking, hard work, and optimism that once made Greenville a leading marketer of tobacco are still prevalent, though now guiding the area’s technology focus with its many bioscience and robotics breakthroughs.

Find yourself in Greenville, North Carolina; you’ll find yourself in good company.

CITY COUNCIL 2015-2017



Allen Thomas
Mayor



Kandie Smith
Mayor Pro-Tem/
District #1

The City operates under the Council-Manager form of government wherein the elected City Council establishes policy and hires a professional City Manager to implement their policy and run the day-to-day operations of City government. The Greenville City Council is comprised of seven members including a Mayor and one at-large member voted on city-wide and five members voted on by residents of the City’s five voting districts. Nonpartisan elections are held every two years for all City Council seats, including the Mayor.



Calvin Mercer
At-Large



Rose Glover
District #2



McLean Godley
District #3



Rick Smiley
District #4



P.J. Connelly
District #5

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LETTER FROM THE CITY MANAGER



Dear Greenville City Council, Residents, and Employees,

The ability for a governing board to lead a community, not just in the present but to set a vision for the future and implement that plan, is what separates successful, thriving communities from those that are just run-of-the-mill. The City Council of Greenville, along with its management staff, has a strong history of using its annual Strategic Planning session to not only establish but also to nurture its vision of Greenville and discuss ways of actualizing the vision.

As such, Greenville has become a thriving university-medical community with many cultural assets and recreational amenities that far exceed most medium-sized communities not just in North Carolina, but throughout the country. Even with these accomplishments, we continue to seek the best possible opportunities and solutions for developing and growing our community while being cognizant of our financial obligations and limitations and grounded in realistic possibilities that will bring forth a richer and more vibrant community. Thus, Council and staff look forward to our partnership where we will again annually dream of our possibilities and try to maximize our potential to continue to be the best community that we can be.

The Strategic Planning process allows us to establish our core values and then create our vision, mission, goals, and strategies to achieve our vision. Input from our residents, neighborhoods, and our educational, medical, and business community, as well as our employees, is a pertinent part of fact finding and information gathering to perfect and implement our vision. As we move forward throughout the budget years, we provide reports to the City Council and community on our achievements and/or obstacles by advising on our progress and measuring our performance toward achieving the desired effect.

This semi-annual Strategic Plan update, covering the period from February 2016 to July 2016 (August agenda items are included) highlights progress toward achieving our community goals and objectives. This document, along with City Council agendas and minutes, also provides a methodology of documenting the actions and activities paramount to achieving success.

I would like to thank all of the participants who assisted in the planning and delivery of the 2016-2018 Strategic Plan as well as City Council for your input and support as we move forward in developing "A Greater Greenville"!

Sincerely,

Barbara Lipscomb
City Manager

The Greenville City Council held its annual planning retreat on January 29-30, 2016, in City Hall. The retreat is used annually to develop a shared vision, create a financial structure to support and sustain that vision, implement the shared vision, periodically update the vision, and celebrate successes. During the retreat, City Manager Barbara Lipscomb prepared a reorganization of the strategic plan into eight goals. This organizational structure was based on the input from citizens in the Horizons Comprehensive Plan Update.

VISION STATEMENT

The City of Greenville is a vibrant, innovative, and inclusive community with unique and sustainable neighborhoods; an abundance of first-class arts, cultural and recreational opportunities; well-maintained and cost-effective infrastructure; a diversity of transportation options; and a strong business climate supported by entrepreneurialism and top-quality educational institutions.

MISSION STATEMENT

The City of Greenville's mission is to provide all citizens with high-quality services in an open, inclusive, professional manner, ensuring a community of excellence now and in the future.

GOALS

GOAL 1: BUILDING GREAT PLACES THAT THRIVE

The City of Greenville will be home to active, vibrant, and distinct places that are linked through a high-quality, walkable, and beautifully built environment.

GOAL 2: ENHANCING ACCESSIBLE TRANSPORTATION NETWORKS AND PUBLIC BUILDING, PUBLIC INFRASTRUCTURE DEVELOPMENT

Greenville's transportation corridors will provide accessibility to destinations throughout the city by complementing the built environment and offering well-connected, safe, and attractive travel networks for bicyclists, pedestrians, drivers, and users of public transportation.

GOAL 3: GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY

Greenville will encompass a culture of transparency and strategic focus in all aspects of City management.

GOAL 4: GROWING THE ECONOMIC HUB OF EASTERN NORTH CAROLINA

Greenville, a city that supports business development, entrepreneurialism, and labor force training, will have high-quality employment opportunities for an increasingly diverse population.

GOAL 5: CREATING COMPLETE NEIGHBORHOODS

Greenville will offer a variety of excellent living options for its growing and increasingly diverse population, while supporting established neighborhoods and their existing residents.

GOAL 6: GROWING A GREEN AND RESILIENT CITY

Greenville will be home to North Carolina's greenest city. Greenville will grow safely by protecting the city's natural water systems and managing development in hazardous areas.

GOAL 7: MAKING A HEALTHY AND VIBRANT CITY

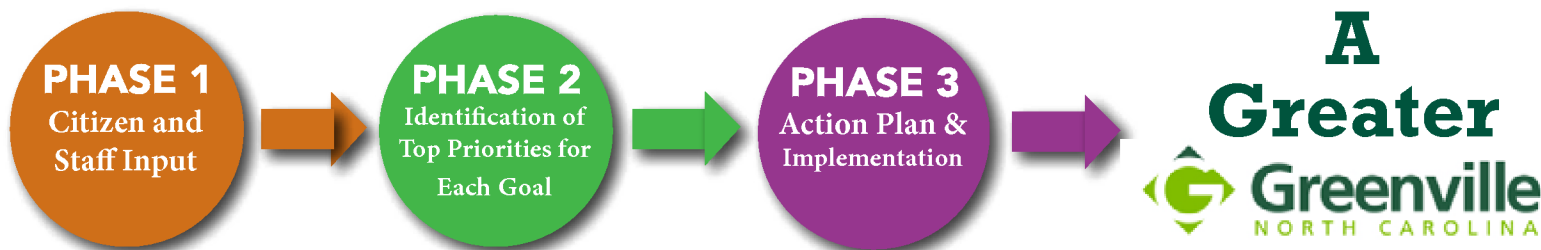
As the cultural and healthcare hub of eastern North Carolina, residents and visitors will benefit from Greenville's rich arts and entertainment opportunities, inspiring parks and civic spaces, excellent health services, and healthy local food options.

GOAL 8: SAFE COMMUNITY: PUBLIC SAFETY SERVICES

Greenville will continue to be a safe community, utilizing police, fire/rescue, code enforcement, building inspection services, and other public safety services, thereby enhancing the quality of life for all citizens in partnership with all people in our community.

DEVELOPMENT PROCESS

The City of Greenville's recent planning process consisted of three key phases as depicted below.



PHASE 1: CITIZEN AND STAFF INPUT

The first phase of developing the most recent goals and objectives involved soliciting input from citizens and staff.

CITIZEN INPUT

The reorganization of the strategic plan into eight categories was based on input from citizens in the Horizons Comprehensive Plan update. Horizons 2026 is Greenville's long-range process to update the City's comprehensive plan. This plan will provide a renewed vision and blueprint for the city's future.

Horizons 2026 is a community-driven process, involving citizens, businesses, neighborhood groups, and others, to prepare a long-term vision for Greenville that promotes the quality of life for all who live, work, study, and do business in Greenville. This is a once-in-a-generation opportunity to think creatively, act boldly, and grow a strong community together.

At the time of the City Council Planning Session, seven clear vision statements for each goal area had been developed based on the citizen input component of the Horizons Plan. City Manager Lipscomb added an eighth category for a "Safe City" that was not addressed in the Horizon's plan.

STAFF INPUT

During the retreat, City Council members were presented with staff reports on a variety of topics. Council provided feedback on each presentation.

Economic Development staff provided updates on current activity on economic development projects. Staff also shared a presentation on parking issues in the uptown area. Council feedback included:

- Focus on analytics. Look for more measurement of activity - how much money from outside of Greenville is spent here. Use NCDOT tools related to commuting activity.
- North of the River activity needs to be a priority - retail and pharmacy. Want to make sure that developers know there is available and viable land. Tell the story better.
- Put fresh eyes on our economic development zones. Continue to look at high traffic corridors.

Further Council discussion and direction regarding economic development included:

- Focus on bringing jobs to the area, particularly within the city limits.
- City does not have a lot of land for large new employers.
- Need to focus on competitive advantage. East Carolina University and Pitt Community College are advantageous.



- Economic Development will put together a proactive marketing plan.
- Website needs to be updated.
- Explore expanding incentive options.
- Retention and expansion of jobs are also important.
- Look longer term e.g. creating a large industrial center. Land bank for strategic purposes. Think regionally.

Financial Services staff presented an update on the mid-year 2015-16 budget status and budget projections for 2017 and 2018. The presentation was a forecast based on six months of data.

Conservative projections included:

- Assumed same tax rate and no fee increases at this point.
- Projected revenue growth of \$226,000 for FY 2015-16. Assumed 2% annually for future revenue projections. There is \$1.76 million in growth projected for both Fiscal Year 2017 and Fiscal Year 2018.
- Council expressed a desire to “level out” the GUC transfer.
- Forecasted expense growth from FY 2016 to FY 2017 to be \$2.2 million and \$1.8 million from FY 2017 to FY 2018. Debt and personnel are driving the increases. Job projections do not include any new positions or reclassifications, however, there are some departments with critical needs for new or reclassified positions. Move forward with funding the merit system.

Staff presented a capital funding plan with a vision to develop predictable capital financing with minimal impact on the taxpayers. Highlights from the presentation included:

- Current debt is rolling off at a rate of 67.5% over the next seven years.
- A decision support tool was developed to look at projected debt based on many variables.
- Move forward with an incremental funding model (not the aggressive model).
- Discussion should be on serving the community, not the cost of what you can afford.
- Continue to monitor the Other Post-Employment Benefits obligation.
- Council advised maintenance projects and Facilities Improvement Program (FIP) funds to stay separate.

PHASE 2: IDENTIFY TOP PRIORITIES FOR EACH GOAL

During their January retreat, City Council members were asked to review posters for each of the eight goals. Staff provided updates on completed activities in each goal area as well as ongoing or mandatory activities.

The Council was asked to nominate potential new priority activities for each goal area as part of the second phase of developing the goals and objectives. After reviewing the work of all Council members across each goal area, the Council reconvened as a group and was asked to nominate their top priorities for the coming year.

Lists were developed with the top two or three short-term priorities for the next two years. The remaining items were designated as long-term priorities.

Below in green are the eight proposed goal areas. The results of the Council's prioritization voting are summarized, including the short and long-term priorities. Updates on the progress for each priority are listed in red.

1. BUILDING GREAT PLACES THAT THRIVE

Short-Term Priorities

- **Fund Town Common - all of it**
-Budget includes \$1.3 million total for FY 16-17 & 17-18.
- **Regional Sports Complex**
-Marketing firm CSL International selected by Convention & Visitors Bureau for feasibility study on complex.
- **Gallery District**
-Economic Development has been working with the Arts Coalition on defining and implementing an "Arts District" in the Dickinson area.



Longer Term Priorities

- **Town Common/Tar River Bridge**
-Bridge project submitted for consideration in State Transportation Improvement Plan. Final rankings to be revealed in January 2017. As part of the STIP, funds have been identified for a connection via the Greene Street Bridge. Other connections from the north and south sides of the Tar River are being evaluated. Further study on the bridge is being recommended through the MPO.
- **GO Science Partnership**
-Go Science made a report to the Redevelopment Commission. City of Greenville staff continues to work with the Go Science Board and Staff regarding offerings and leasing of facility.
- **Performing Hall/Arts Center**
-An ECU partnership is evaluating feasibility of a Community Performing Hall and Arts Center. Study is nearing completion. Additionally, City is moving ahead with plans with a private developer to redevelop White's Theater on Fifth Street. Environmental evaluation of the "fly-loft" was completed and construction on the building has started. Staff is currently working to reconfigure the merchant's alley and parking lot to accommodate theater-related buses and trucks.

2. ENHANCING ACCESSIBLE TRANSPORTATION NETWORKS AND PUBLIC BUILDING, PUBLIC INFRASTRUCTURE DEVELOPMENT

Short-Term Priorities

- **Red Light Cameras**
-State approved the program on June 29, 2016. Local ordinance will be presented to City Council in August, and an Interlocal agreement with the Pitt County Board of Education will be developed.)

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- **Pedestrian Safety Improvements**
-Capital Improvement Program initiatives are ongoing. Pedestrian improvements at 15 intersections expected to begin in August; Safe Routes to School bid going out in December. Staff was instrumental in getting a traffic signal and noise rumble strips installed on East 10th Street.
- **Frontgate Drive/Thomas Langston Road Connector**
-Work on this will begin in the fall of 2016.

Longer Term Priorities

- **Bus System Merger**
-No activity.
- **Complete Streets**
-Working with NCDOT as projects such as Fire Tower Road and Evans Street upgrades are designed.
- **Caution Sound Strips**
-Sound Strips installed on East 10th Street.

3. GOVERNING WITH TRANSPARENCY AND FISCAL RESPONSIBILITY: ADMINISTRATIVE, FINANCIAL SERVICES, INFORMATION TECHNOLOGY, AND HUMAN RESOURCES

Short-Term Priorities

- **Long Term Debt Strategy**
-Debt Management Policy to be presented to City Council in September 2016 will include proposed long-range debt management strategy.)
- **Move the Code Enforcement Division to the Community Development Department**
-Completed.

Longer Term Priorities

- **Explore GUC-City Efficiencies**
-Initial discussion in fall 2016.

4. GROWING THE ECONOMIC HUB OF EASTERN NORTH CAROLINA

Short-Term Priorities

- **Virtual Building**
-Contract with The East Group to develop a virtual building has been signed by the City Manager, and development has started.)
- **Public-Private Partnerships - proactive recruitment**
-Ongoing. There are a number of projects involving the City with private partners and others in the works. Currently, the City is working with Sidewalk, LLC, Community Smith, LLC (theater), the Taft Ward Group, Carolina Projects Equities, LLC (Winslow Point Phase II), and others on redevelopment initiatives. Redevelopment of the Imperial Tobacco site will also be another public/private partnership redevelopment project.
- **Analytics with the Economic Development Plan**
-Hired Retail Strategies firm to provide retail data with a focus on economic indicators for Greenville as well as zip code origin of dollars spent in the city with specific emphasis for areas north of the river and in Uptown Greenville.



Longer Term Priorities

- **Arts as Economic Development Driver**
-Work will begin in the last quarter of 2016 on potential financial benefits of the arts.
- **Review Incentives Program**
-Capital Investment Grant Program is being updated and will be presented to City Council in August. An alternative incentive for job-producing projects is being prepared.)

- **Economic Development Strategy North of the River**
-Hired Retail Strategies firm for retail study and results will be shared with Council upon completion — possibly January Planning Session.
- **Industrial/Commercial Park**
-Conversations with community partners have taken place with a report planned for the January 2017 City Council Planning Session.
- **Innovation/Entrepreneurship Ecosystem**
-Partnership with ECU and Chamber for SEED program; the Willis Building is the location for the program. All parties are in accord on rates, plan furnishings, and responsibilities. Actual operations began in late July. Grand opening and ribbon cutting expected in September. ECU will provide an update to Council.

5. CREATING COMPLETE NEIGHBORHOODS

Short-Term Priorities

- **Lighting - LED**
-Street light requests have been submitted to GUC to upgrade current street lighting to LED in five CRIA areas. Report at August 2016 meeting.
- **Pedestrian Safety Enhancements (Older Neighborhoods)**
-Ongoing — Traffic light and sound strips installed on East 10th Street. Work to begin soon on 15 intersections listed in Capital Improvement Plan.
- **New Neighborhood Improvement Coordination Strategy**
-Presentation to be made at August 2016 meeting.

Longer Term Priorities

- **Parks/Open Space to be Required with New Neighborhoods**
-Will be recommended as an objective in the Comprehensive Plan update.



6. GROWING A GREEN AND RESILIENT CITY

Short-Term Priorities

- **River Access Points to Tar River/Vantage Points**
-Construction of three camping platform sites along the Tar River is moving forward. The first one will be installed at River Park North with construction expected to begin by August 22. Once completed, construction will begin on the platform at the GUC site, followed by the one at the Phil Carroll Nature Preserve. The entire project is expected to be completed by the middle of November. An overlook shelter has been ordered for River's Edge Park with delivery anticipated by early September. Construction will follow.
- **Tar River Master Plan**
-Local group establishing a Tar River Alliance for fundraising through the Greater Greenville Community Foundation.
- **Complete South Greenville Fields Development**
-Bermuda turf sprigs planted; irrigation installed. Anticipated completion is mid-November.

Longer Term Priorities

- **Westside Park**
-Negotiations for land purchase in WestPointe neighborhood are underway.
- **Countryside Estates Parkland**
-Updated appraisal received: \$10,000 per acre and \$50,000 for 5-acre parcel. No acquisition funds were provided in the current capital budget.
- **Thomas Langston/South Central**
-Exploring possibilities.

7. MAKING A HEALTHY AND VIBRANT CITY

Short-Term Priorities

- **Arts Coalition**
 - Economic Development staff members have discussed contractual changes with the Pitt County Arts Council. There is an informal three-year agreement with the Arts Council to write an uptown arts master plan.
- **Farmer's/Organic Market**
 - Pilot program in conjunction with Sunday in the Park started in June 2016. Staff is evaluating participation for future consideration.
- **Tar River Legacy Plan Additions**
 - Feasibility assessment of an "adventure park" completed by Strategic Adventures. It indicated little chance for a privately developed and operated adventure park on City land as revenue potential is limited due to the distance from I-95 and other heavily traveled highways, currently low tourism numbers, existing and planned adventure parks that are or will be operating in the surrounding metro areas, and other factors. Continuing to work toward providing a canoe/kayak venue on the river. Hammock stations discussed with Uptown Greenville. Request for proposals for private outfitters to operate river-related rental facilities and programs at Town Common and other public sites on the river will be delayed until the kayak launch project issues can be properly addressed with the U.S. Army Corps of Engineers or an alternate plan is established. Specific recreational proposals for the old landfill site are in the process of being determined. Met with Greenville's Parks and Recreation Trust Fund (PARTF) regional consultant and toured various riverside sites to discuss potential PARTF projects/grants.

Longer Term Priorities

- **Community Bike Share**
 - Presentation scheduled for September City Council meeting.
- **SmArt City Designation**
 - Awaiting information from NC Arts Council about whether there has been an increased budget for new cities to apply for the 2017-18 year. Arts Council will be conducting study of arts districts during the next year to determine how we can designate a district in Greenville through such a state program.
- **Art Incubator**
 - Staff continues to work with Arts Council to examine concepts of how downtown can be an art hub.
- **More Diversity on Arts Council**
 - 2016-17 Board is 29% multicultural and continues to focus on cultural and racial diversity and diverse community interaction; African-American Music Series begins this fall on the second Friday of each month at Emerge Gallery.
- **Art Walk**
 - Arts Council and Uptown coordinate for the first Friday each month.

8. SAFE COMMUNITY: POLICE AND FIRE/RESCUE

Short-Term Priorities

- **South Side Police Precinct**
 - Opening planned for mid to late August 2016.
- **Fund Operations for South Side Fire Station**
 - No funding was provided in the FY 17-18 Budget Plan.
- **Explore Joint Communication with Pitt County**
 - Initial meeting held, more research needed.

Longer Term Priorities

- **Evaluate Fire/Rescue Station on South Side**
 - Ongoing — A meeting was held with the Overtons to discuss concepts for phasing a project.
- **Blue Light Patrol**
 - No additional activities; ECU is moving toward a mobile app for this.

PHASE 3: ACTION PLANS AND IMPLEMENTATION FOR TOP 10 PRIORITIES

The City Council ranked its top priorities from those listed across all goal areas. The following list identifies the top 10 priorities. It includes the action steps recommended for each priority and an update on the status of those recommendations. Status updates are based on what was included in the goals and objectives report approved by the City Council on April 11, 2016, and information received from various departments in July 2016.



PRIORITY 1: TOWN COMMON — DO THE WHOLE THING

Responsible Department: Recreation and Parks

Staff Contacts: Gary Fenton and Lamarco Morrison

ACTION STEPS AND STATUS UPDATES

1. Add high quality benches, picnic tables, trash/recycling containers and a water fountain to the park. Two additional water fountains to be installed in spring 2016.

4/11/16: Current project will be completed by May 2016 with the installation of two more water fountains. Additional furnishings will be added to the park inventory as budget allows.

7/14/16: One fountain has been installed, and a second will be installed near the new playground once it is completed.

2. Installation of kayak launch and fishing pier.

4/11/16: No-rise certification process underway for this project.

7/14/16: Though the no-rise certification has been received for the launch, the U.S. Army Corps of Engineers (COE) has concerns about the proposed "no-rise-approved" kayak launch site and will not give COE approval. Staff will be separating the project into two components and moving forward with the fishing pier. However, alternate design plans for the launch are also being evaluated with the no-rise engineer and COE staff. Basic kayak access from the shoreline could be a "fallback" option.

3. Construction of Trillium Accessible Playground

4/11/16: Design is 85% complete. Cost estimates may require bidding with alternates, as desired design elements exceed project budget (due to extensive site work required because of sloping grounds). Project completion anticipated by the end of July.

7/21/16: Construction underway. Completion deadline extended to 9/30/16. Additional outside funding from a grant and participation in the National Recreation and Parks Association's online "Fund My Park" initiative is being pursued. Planning a mid-October ribbon-cutting. GUC is partnering with the City to provide cool misters and a bonded rubber trail to be operational during summer months, and a grant application has been submitted to the Vidant Foundation for adult exercise equipment for the playground. Plans for parking lot redesign are being coordinated with Public Works Engineering Division and the Town Creek Culvert project to assure efficiency and economy of scale.

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PRIORITY 1 ACTION STEPS AND STATUS UPDATES CONT.

4. Establish schematic design and cost estimates for Phase I development.

4/11/16: Ongoing: 60% complete. Anticipate completion in June 2016.

7/14/16: Received.

5. Update Town Common Master Plan to incorporate Phase I schematics.

4/11/16: Anticipated completion in May 2016.

7/14/16: Consultant returns to Greenville in late August to present concepts for the entire site. Completion of Town Common Master Plan update anticipated by November 2016.

6. Work with Economic Development and Uptown Greenville to develop a program to establish partnerships, sponsorships

4/11/16: Ongoing, initiated effort in April 2016.

7/14/16: Discussions held with several small groups of citizens interested in establishing a steering committee to foster support and resources for the Town Common and other initiatives associated with the Tar River Legacy Plan.

7. Explore possibility of funding alternatives for Town Common improvements identified in the Master Plan.

4/11/16: Continuous.

7/14/16: Continuous — Efforts for funding will be based on updated Master Plan.





PRIORITY 2: FARMER'S/ORGANIC MARKET

Responsible Departments: Community Development and CMO-Office of Economic Development

Staff Contacts: Ben Griffith, Roger Johnson, and Tiana Keith

ACTION STEPS AND STATUS UPDATES

1. Form Task Force

4/11/16: Completed in March 2016.

2. Staff evaluates current landscape

- a. Benchmark farmer's markets of five similar cities
- b. Public input process
- c. Determine interest from vendors
- d. List all existing conditions

4/11/16: Met with key stakeholders in March 2016. This included Pitt County Farmer's Market representatives, Uptown, and Coalition for Healthier Eating. Completion of other steps by end of April 2016.

3. Report to City Council on findings and staff recommendations

4/11/16: Interim recommendation was to pilot a Farmer's Market concept at Sunday in the Park concert series.

Consideration by City Council

4/11/16: To be completed August 2016.

4. 7/31/16: Staff will review and evaluate pilot program and present findings and recommendations to Council in the fall.

5. Implementation of approved recommendations

4/11/16: TBD

7/31/2016: Pilot program in conjunction with Sunday in the Park started in June 2016. Staff is evaluating participation for future consideration.

PRIORITY 3: LONG-TERM DEBT STRATEGY

Responsible Department: CMO-Office of Budget and Evaluation

Staff Contacts: Michael Cowin and Shelley Leach

ACTION STEPS AND STATUS UPDATES

- 1. Model capital projects funded every three, four, and five years under the Long Term Bond Strategy and determine the General Fund resources required to fund projects under each scenario**

4/11/16: In process.

7/15/16: Debt Management Policy to be presented to City Council in September 2016 will include proposed long-range debt management strategy.
- 2. Develop budget based on strategy of reinvesting annual reductions in debt service expense into the financing of future capital projects**

4/11/16: In process. Adoption anticipated June 9, 2016.

7/14/16: Complete. FY 17 Budget and FY 18 Financial Plan adopted on June 16, 2016.
- 3. Look for ways to fund the "Big Idea" related to tourism and economic development through public and private partnerships**

4/11/16: Ongoing — An adventure park, Tar River bridge, wooden bat baseball concept, and a Performing Arts Center are among ideas being vetted by various groups. Staff is also developing information relating to an industrial park.

PRIORITY 4: RIVER ACCESS/TAR RIVER VANTAGE POINTS

Responsible Department: Recreation and Parks

Staff Contacts: Gary Fenton and Lamarco Morrison

ACTION STEPS AND STATUS UPDATES

- 1. Develop river overlook project along greenway near Off-Leash Dog Area**

4/11/16: Ongoing. Bid documents currently being developed; boundary and topographic surveys underway.

7/31/16: Drawings and site plan complete; overlook shelter has been ordered with delivery expected in early September. Construction will follow.
- 2. Identify two additional locations for river overlook structures and an observation tower. Complete procurement engineering and design for these projects.**

4/11/16: Ongoing. Identifications will be in April 2016. Engineering design completed in winter 2016, contingent upon CIP and FY 16-17 budget.

7/31/16: The construction of three camping platform sites along the Tar River is moving forward. The first one will be installed at River Park North with construction expected to begin by August 22. Once completed, construction will begin on a platform at the GUC site. A third platform will then be constructed at the Phil Carroll Nature Preserve. The entire project is expected to be completed by the middle of November.
- 3. Town Common fishing pier/kayak launch project**

4/11/16: Engineering 100% complete; no-rise certification will be submitted in late April 2016. Construction to begin in May 2016 contingent upon approvals and building permits by City of Greenville. Project anticipated to be substantially complete by September 2016.

7/14/16: Though the no-rise certification has been received for the launch, the U.S. Army Corps of Engineers (COE) has concerns about the proposed "no-rise-approved" kayak launch site and will not give COE approval. Staff will be separating the project into two components and moving forward with the fishing pier. However, alternate design plans for the launch are also being evaluated with the no-rise engineer and COE staff. Basic kayak access from the shoreline could be a "fallback" option if other options prove to be infeasible.



PRIORITY 5: TAR RIVER LEGACY PLAN ADDITIONS

Responsible Department: Recreation and Parks
Staff Contacts: Gary Fenton and Lamarco Morrison

ACTION STEPS AND STATUS UPDATES

1. Investigate possibility of public/private partnership for the development and operation of an "adventure park" on City-owned riverside lands, as recommended by the Tar River Legacy Plan

4/11/16: Ongoing. Meeting held in Greenville with representatives from Rise Design and Outdoor Ventures to explore various options. Staff is currently arranging for feasibility assessment.

7/14/16: Feasibility assessment completed by Strategic Adventures (copy available on request). Indicated little chance for privately developed and operated adventure park on City land as revenue potential is limited due to distance from I-95 and other heavily traveled highways, currently low tourism numbers, existing and planned adventure parks that are or will be operating in the surrounding metro areas, and other factors. Payback period for the investment required for development would be more than 11 years (recommended payback is 3-5 years). Staff considering whether a less costly "low level" adventure park (requiring minimal supervision) would be appropriate and feasible, and recently experienced "Air Hike," an exciting aerial challenge course at the NC Zoo to explore the possibilities.

2. Develop visible, economical, river-related projects to generate excitement and support for additional and bigger initiatives. A project being considered is the installation of "hammock stations" at the Town Common and along the river, to create places to enjoy the river.

4/11/16: Ongoing. These projects will begin in early FY 17, with the approval of additional CIP funding for the Tar River Legacy Plan implementation.

7/14/16: Continuing to work toward providing a canoe/kayak venue on the river. Hammock stations discussed with Uptown Greenville.

- 3. Issue a request for proposals for private outfitters to operate river-related rental facilities and programs at the Town Common and other public sites along the Tar River**

4/11/16: Ongoing. RFP will be completed for review in May 2016.

7/14/16: Will be delayed until kayak launch project issues can be properly addressed with U.S. Army COE or an alternate plan is established.
- 4. Complete a Phase I Environmental Assessment of the old landfill site to determine suitability for various outdoor activities, such as a motocross facility or mountain bike track.**

4/11/16: Ongoing. This project will begin in FY 17 with the approval of additional CIP funding for the Tar River Legacy Plan implementation.

7/14/16: Specific recreational proposal(s) for the old landfill site are in the process of being determined.
- 5. Investigate possibilities for a Parks and Recreation Trust Fund (PARTF) grant for various river-related projects associated with the Tar River Legacy Plan.**

4/11/16: Ongoing. Meeting with PARTF staff initiated.

7/14/16: Met with Greenville’s PARTF regional consultant; toured various riverside sites to consider and discuss possibilities for potential PARTF supported projects (50-50 grants). Deadline for next round of applications for PARTF funding is 5/1/17 with announcement anticipated in September 2017. Application can be for riverside land acquisition or facility construction. If PARTF funding levels remain the same as for the current FY, there will be about \$6 million available for projects statewide. Maximum grant is \$500,000 with equal match required.





PRIORITY 6: VIRTUAL BUILDINGS

Responsible Department: CMO Office of Economic Development

Staff Contact: Roger Johnson

ACTION STEPS AND STATUS UPDATES

1. Budget estimate

4/11/16: Completed in March 2016. \$47,000 estimated cost.

2. Contract scope services

4/11/16: Ongoing. Execute contract with the East Group following June 2016 budget approval by City Council.

3. Seek partners

4/11/16: Ongoing. Economic Development staff presented a proposal to the Pitt County Development Commission Board with an opportunity to participate. Board recommended that City request a \$5,000 grant to be submitted in May 2016.

4. Site compatibility (Imperial Site)/Site preparedness

4/11/16: Ongoing. East Group to validate upon execution of contract. Anticipated completion end of August 2016.

8/5/16: **Cardno is managing the cleanup of environmental contamination with expected completion in fall of 2016.**

5. Consideration of two additional sites

4/11/16: Ongoing. East Group to validate upon execution of contract. Seeking two additional sites through site-ready program. Anticipated completion in October 2016.

6. Building design standard

4/11/16: Ongoing. Analysis completed in February 2016. Staff validated dimensions based on existing industry standards, local input (Overton's) and data mining: 30,000 square feet, .8 parking spaces per 1,000 square feet, and 14-foot ceilings with 2-foot drop ceiling for wiring.

7. Create video

4/11/16: To be initiated in December 2016.

8. Marketing Plan

4/11/16: Ongoing. OED staff is creating the collateral marketing material in conjunction with PCDC staff. PCDC, NCEast Alliance and OED will all market material to promote the virtual building.

7/29/16: Contract with the East Group to develop a virtual building has been signed by the City Manager and project development has started.

9. Launch plan to market to High Value Back Office Operations

4/11/16: Ongoing. Data mining for expanding HV Office businesses has begun in earnest by OED staff. Will be completed by the end of August 2016.

7/31/2016: OED staff has met with PIO to discuss a video for recruitment. New OED Website to be completed in fall 2016.





PRIORITY 7: RED LIGHT CAMERAS

Responsible Department: Police

Staff Contact: Chief Mark Holtzman

ACTION STEPS & STATUS UPDATES

1. Presentation to City Council for legislative approval of program
4/11/16: Completed in March 2016.
2. Presentation of program to Transportation and Parking Commission
4/11/16: Completed in March 2016.
3. Presentation of program to the Pitt County Board of Education
4/11/16: Completed in March 2016.
4. Presentation of program to the Pitt County Board of Commissioners
4/11/16: Completed in April 2016.
5. Pursue legislative action to grant the City of Greenville authority during the 2016 Legislative session of the North Carolina General Assembly.
7/14/16: State approved the program on June 29, 2016. Local ordinance to be presented to City Council in the fall and Interlocal agreement with the Pitt County Board of Education to be developed.

Responsible Departments: Police and Public Works

Staff Contact: Chief Mark Holtzman and Kevin Mulligan

ACTION STEPS AND STATUS UPDATES

1. Upgrade LED street lighting on West Fifth area and Vance Street, total of 82 lights
4/11/16: Completed in March 2016.
2. Upgrade decorative sidewalk lights on East Fifth Street from downtown to East Carolina University (42 lights)
4/11/16: Completed in March 2016.
3. Public Works to upgrade street lights to LED on 10th Street in the area of Greenville Boulevard and Copper Beach
4/11/16: Completed in March 2016.
4. Address lighting in Crime Reduction Initiative Areas (CRIA) in West Zone
4/11/16: Ongoing.
7/12/16: Streetlight requests have been submitted to GUC to upgrade current street lighting to LED in five CRIA areas. A report will be made to Council at the August meeting.
5. Provide residential lighting upgrades through donations in West Zone
4/11/16: Ongoing.
6. Explore LED lighting in other CRIA's throughout the city
4/11/16: Ongoing.
7/12/16: See status of Action Step 4.
7. New street light installation (LED) on major thoroughfares in City based on pedestrian/traffic data (10th Street, Stantonsburg Road, Memorial Drive, etc.)
4/11/16: Ongoing.
7/12/16: Roadways with insufficient lighting and high pedestrian counts are being evaluated for street lighting implementation. Approximately 850 street lights are being converted or installed during this process. Installations are in progress and should be complete within 4-6 months.



PRIORITY 9: ARTS COALITION

Responsible Department: CMO — Office of Economic Development

Staff Contact: Roger Johnson

ACTION STEPS AND STATUS UPDATES

1. Budget request for a Visual and Performance Master Plan identification or arts in the Central Business District along with a short-term focused plan for arts within a defined area of Uptown

4/11/16: Ongoing. June 2016 budget request and work by City and Arts Commission to occur by first quarter of 2017.

2. Expand scope of Pitt County Arts Council (PCAC) in contract

4/11/16: Ongoing.

7/5/16: OED staff members have discussed contractual changes with PCAC. Informal three-year agreement with PCAC to write an uptown arts master plan. In year one, seek approval from PCAC, Uptown Greenville and City Council, along with reporting arts plan to ECU partners. Assuming approval and funding, years 2-3 will be implementation of the approved plan. Staff will submit updated contract to City Council in August 2016.

3. Seek City Council concurrence with plan

4/11/16: Completion anticipated by end of May 2019.

Responsible Department: Police

Staff Contact: Chief Mark Holtzman

ACTION STEPS AND STATUS UPDATES

1. Site selection for Southside Station

4/11/16: Completed in March 2016.

2. Presentation to City Council for lease approval

4/11/16: Completed at March 14, 2016 City Council meeting.

3. Construction of interior space using current FY16 funds (estimate under \$80,000)

4/11/16: To begin in April 2016.

7/31/16: Completed.

4. Open substation

4/11/16: Scheduled for July-August 2016.

7/5/16: Expected completion date is July 29, 2016.

7/29/16: Opening planned for mid to late August.



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City of Greenville, North Carolina

Meeting Date: 8/15/2016
Time: 6:00 PM

Title of Item: Update on potential parking lot modifications for the Merchants Parking Lot to accommodate tour buses

Explanation: **Abstract:** City staff and The East Group have been working to develop alternatives in the Merchants Parking Lot on Washington Street to accommodate tour buses and vehicles for the proposed theater.

Explanation: At the March 17, 2016 meeting of City Council, City Council approved a Letter of Intent between the Redevelopment Commission and Community Smith, LLC to explore the redevelopment of the White's Theater. The letter specified several steps that would be undertaken by the City and Community Smith in determination of the redevelopment of the theater prior to the advertisement of the theater for upset bids.

One of the conditions associated with redevelopment and disposition of the White's Theater requires the City provide a parking area for bus and/or tour vehicles within a 300-foot radius of the theater. The East Group was asked to assist with an evaluation of the parking lot and the ability to accommodate buses and cars in the parking lot. In addition, The East Group, working with City staff, held several meetings in June with businesses that depend on and use the Merchants Lot. Through those discussions, two alternatives are being developed: one that represents long-term improvements for the parking lot and a second alternative to immediately accommodate buses while still allowing the lot to function as a dual-use parking lot.

This process has resulted in a cost-effective method to accommodate both general parking and tour bus parking with the restriping of one existing bay of parking for use by tour vehicles associated with performances in the theater. This alternative addresses the immediate needs for the theater so that redevelopment activities can get underway following completion of the upset bid proceedings.

Staff will provide a presentation on the preferred parking lot modifications to

allow the theater project to proceed.

Fiscal Note: No additional funds will be required to implement the plan.

Recommendation: Accept the report on the preferred proposed parking lot modifications for the Merchants Lot and approve the modification plan

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