



Agenda

Greenville City Council

January 9, 2017
6:00 PM
City Council Chambers
200 West Fifth Street

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

I. Call Meeting To Order

II. Invocation - Mayor Allen Thomas

III. Pledge of Allegiance

IV. Roll Call

V. Approval of Agenda

- **Public Comment Period**

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

VI. Special Recognitions

- Proclamation of January as "First Responders Month"

VII. Consent Agenda

1. Minutes from the October 17, November 10, and December 5, 2016 City Council meetings and the City Council Planning Retreat held on January 29-30, 2016
2. Resolution of Intent to Close Parkwood Drive

3. Authorization to apply for Lead-Based Paint Hazard Control Grant
4. Authorization to apply for the North Carolina Housing Finance Agency's 2017 Urgent Repair Program Grant
5. Resolution supporting an application by Pitt Street Brewing Company for a Building Reuse Grant through the North Carolina Department of Commerce Rural Economic Development Division
6. Resolution supporting an application by Luna Pizza Café for a Building Reuse Grant through the North Carolina Department of Commerce Rural Economic Development Division
7. Contract with East Carolina University to conduct a Biased Based Policing Study
8. Reports on Bids and Contracts Awarded
9. Various tax refunds greater than \$100
10. Budget ordinance amendment #5 to the 2016-2017 City of Greenville budget (Ordinance #16-036), Recreation & Parks Capital Projects Fund (Ordinance #15-053), Health Fund (Ordinance #16-036), Special Revenue Grants Fund (Ordinance #11-003) and an ordinance to establish a new project fund for FEMA-Hurricane Matthew

VIII. Old Business

11. Discussion of a Resolution on Hate Crime Reporting

IX. New Business

12. Presentations by Boards and Commissions
 - a. Environmental Advisory Commission
 - b. Affordable Housing Loan Committee
13. Greenville-Pitt County Convention & Visitors Bureau Sports Study Conclusions and Recommendations as presented by CSL International
14. Presentation on costs to construct Sycamore Hill Commemorative Tower and Plaza and associated improvements at the Town Common
15. 2017 State Legislative Initiatives
16. Adoption of the 2017 City of Greenville Federal Agenda

17. Clarification on Policy for Public Comment

X. Review of January 12, 2017 City Council Agenda

XI. City Manager's Report

18. City Council Planning Retreat - January 27-28, 2017

XII. Comments from Mayor and City Council

XIII. Adjournment



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Minutes from the October 17, November 10, and December 5, 2016 City Council meetings and the City Council Planning Retreat held on January 29-30, 2016

Explanation: Proposed minutes from regular City Council meetings held on October 17, November 10, and December 5, 2016 and the City Council Planning Retreat held on January 29-30, 2016 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 October 17, November 10, and December 5, 2016 and the City Council Planning Retreat held on January 29-30, 2016.

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

Attachments / click to download

- [Proposed Minutes for the October 17 2016 City Council Meeting 1042813](#)
- [Proposed Minutes of the November 10 2016 City Council Meeting 1042309](#)
- [Proposed Minutes For December 5 2016 City Council Meeting 1041650](#)
- [Proposed Minutes of the January 29 30 2016 Planning Session 1041858](#)

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, OCTOBER 17, 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. Mayor Thomas called the meeting to order, followed by the invocation and Pledge of Allegiance by Mayor Pro-Tem Kandie D. Smith.

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

UPDATE OF THE AFTERMATH OF HURRICANE MATTHEW

Mayor Thomas requested to add an update regarding the aftermath of Hurricane Matthew to the agenda.

Motion was made by Council Member Glover and seconded by Council Member Godley to amend the agenda for the Mayor to give an update regarding the Tar River, City of Greenville Emergency Operations Center (EOC), community unity, first responders, and other matters related to Hurricane Matthew. Motion carried unanimously.

Mayor Thomas reported that the Tar River level, within the City of Greenville, is currently around 22 feet, which is a major flood level stage. The Tar River crests between 24 and 25 feet and is expected to be below flood level by midday Thursday, based on current information. An additional area was cleared today and taken out of the evacuation zones. As able, the City will continue to sign off on areas being clear of threats including issues of water and utilities. A small adjustment was made for the Airport Road area from Greene Street to Memorial Drive allowing businesses in that area to get back to a normal functioning existence in the City.

Mayor Thomas stated that the EOC was activated on October 7, 2016 around 8:30 p.m. and remains open to this time. The EOC is receiving daily an average of 200 telephone calls



from members of the public seeking information. The EOC will remain staffed through the remainder of this week primarily to answer questions and to assimilate information to the public. During the height of the hurricane, Greenville Fire/Rescue Swift Waters Teams rescued nearly 100 people in approximately 40 separate incidences. The Greenville Police Department has also been staffing the EOC and working 12-hour rotating shifts and is also manning posts on the North and South sides of the Tar River. The emergency response and order will remain in effect in the City until further notice as well as on the State and Federal level.

Mayor Thomas stated that mandatory evacuation areas and curfews remain in effect in those areas. They are being patrolled heavily by staff members on law enforcement as well as fire/rescue. Contractors will begin collecting debris in the evacuation zones next week. During the past week, Greenville Public Works Department has collected nearly 200 tons of debris, whereas this department typically collects an average of 20 tons weekly. It is important that residents separate the debris into categories (white goods, e-waste, construction, household, hazardous waste, bulk materials and vegetation), if possible.

Mayor Thomas stated that now, there are three shelters available in Pitt County, J. H. Rose High School Auxiliary Gym, Ayden-Grifton High School, and North Pitt High School. Information is available for citizens at the City's website about help on multiple levels with any damaged property or volunteering. Code Enforcement Supervisor Carlton Dawson will be heading volunteer and disaster relief efforts. The Interfaith Clergy is coordinating resources for those in Greenville, Kinston, Goldsboro and this entire region who are trying to get back on their feet.

Mayor Thomas thanked the City of Greenville staff, citizen volunteers and City Council for their tremendous work through this process.

APPROVAL OF THE AGENDA

City Manager Lipscomb requested to add three items from the original agenda for the rescheduled October 10, 2016 City Council Meeting, including the purchase of real property located at the southwest corner of the intersection of NC 43 North and US 264 Bypass for the development of a new Greenville Utilities Commission Operations Center; and acquisition of property for the Greenville Public Safety Annex; approval of River Park North Environmental Education Shelter Grant Application; and to add a Closed Session regarding personnel.

Council Member Connelly requested to table the discussion of modification to the Uptown Greenville contract until November.

Motion was made by Council Member Mercer and seconded by Council Member Connelly to approve the agenda and requested items. Motion carried unanimously.



PUBLIC COMMENT PERIOD

John Joseph Laffiteau – Rodeway Inn and Suites, Room 253

Mr. Laffiteau made comments about the personnel matter that he was involved in during March 2014 at the Sheppard Memorial Library. He recommended that the personnel at the Library should volunteer to be exposed to a polygraph or lie detector. In this particular case, his concern is their misinterpretation, mischaracterization, and conduct during the incident. Mr. Laffiteau submitted copies of an article from *The News and Observer* entitled “Forensics Methods Used As Evidence in Trials Faulted By Science Panel” and an article published in *The New York Times Magazine* entitled “How a \$2 Roadside Drug Test Sends People To Jail”.

SPECIAL RECOGNITION

A retirement plaque was presented to Robert Wright for his 17 years and seven months of service with the Greenville Police Department.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Board of Adjustment

Motion was made by Council Member Glover and seconded by Mayor Pro-Tem Smith to appoint Rodney Bullock to a first three-year term expiring June 2019, replacing Scott Shook, who was no longer eligible to serve. Motion carried unanimously.

Community Appearance Commission

Motion was made by Council Member Godley and seconded by Council Member Connelly to appoint Todd Brown to an unexpired term expiring April 2018 replacing Andrew Bowers, who resigned. Motion carried unanimously.

Historic Preservation Commission

Mayor Pro-Tem Smith continued the replacement of David Hursh, who resigned.

Human Relations Council

Motion was made Council Member Glover and seconded by Council Member Connelly to reappoint Isaac Blount to a second three-year term expiring September 2019 and to reappoint Isaac Chemmanam to a first three-year term expiring September 2019. Motion carried unanimously.



Council Member Glover continued the replacement of Inez Duley, Loyd Horton, Byung Lee, Bonnie Synder, Kathy Moore, Ritvik Verma, and Maurice Whitehurst.

Pitt-Greenville Convention & Visitors Authority

Council Member Glover continued the replacement of Ron Feeney, who resigned and the recommendation to the Pitt County Board of Commissions for the replacements of Beatrice Henderson and Christopher Jenkins.

Public Transportation & Parking Commission

Council Member Smiley continued the replacement of Will Russ, who resigned.

Sheppard Memorial Library Board

Motion was made by Council Member Smiley and seconded by Council Member Connelly to reappoint Mark Sanders to a second three-year term expiring October 2019 and to appoint Ralph Scott to a first three-year term expiring October 2019 replacing Ray Spears, who was no longer eligible to serve. Motion carried unanimously.

Youth Council

Council Member Mercer continued the appointments for the 13 available slots.

NEW BUSINESS

PUBLIC HEARINGS

ORDINANCE TO ANNEX SAWGRASS POINTE COMMERCIAL CENTER INVOLVING 2.279 ACRES LOCATED AT THE SOUTHEASTERN CORNER OF THE INTERSECTION OF FROG LEVEL ROAD AND DAVENPORT FARM ROAD – (Ordinance No. 16-056)

Planner II Chantae Gooby delineated the property on a map and stated that the annexation is located in the southwest section of the City of Greenville. The property is located in Voting District 5. It is currently vacant, and the anticipated use is 9,000 square feet of retail space with a tax value of \$945,165. The population is currently 0, and the anticipated population at full development is 0. The property is serviced by Fire Station #5, which is 5.0 miles away.

Mayor Thomas declared the public hearing open and solicited comments from the audience. There being none, the public hearing was closed.

Motion was made by Council Member Connelly and seconded by Council Member Godley to adopt the ordinance annexing Sawgrass Pointe Commercial Center property located at the southeastern corner of the intersection of Frog Level Road and Davenport Farm Road. Motion carried unanimously.



ORDINANCE REQUESTED BY HAPPY TRAIL FARMS, LLC TO REZONE 7.690 ACRES LOCATED AT THE NORTHWESTERN CORNER OF THE INTERSECTION OF ARLINGTON BOULEVARD AND DICKINSON AVENUE FROM MO (MEDICAL-OFFICE) TO MCG (MEDICAL-GENERAL COMMERCIAL) – (Ordinance No. 16-057)

NOTE: Planner II Chantae Gooby informed the City Council that this is the first meeting of the City Council that the Horizons 2026 Greenville's Community Plan will be used. The former land use map is now known as the Future Land Use and Character Map. It still has the same purpose as the City's previous map, but instead of land use categories, there are character types.

Planner Gooby delineated the property on a map and explained the rezoning request, which is in compliance with the Horizons 2026 Greenville's Community Plan and with the Future Land Use and Character Map. The Planning and Zoning Commission recommended approval of the request at its August 16, 2016 meeting. This property is located in the center of the City, specifically, at the intersection of Dickinson Avenue and Arlington Boulevard. The property is also located in the Medical District. It is vacant, as are most of the other properties in the area.

Planner Gooby displayed a map showing activity centers and stated that they were once known as focus areas and have the same purpose. There is a neighborhood activity center at the intersection of Dickinson Avenue and Arlington Boulevard. Activity centers are intended to contain around 20,000-40,000 square feet of conditioned floor space and serve a one-mile area.

Planner Gooby stated that the property is zoned Medical-Office as is most of the area to the North. The request is for Medical-General Commercial. The property could accommodate the same size development, but under the proposed zoning the uses would most likely be Office (O) and staff would anticipate retail. A net increase in traffic of about 2,000 trips per day is anticipated. There are curb cuts on Arlington Boulevard and Dickinson Avenue. The Future Land Use and Character Plan Map recommends mixed use (MU) at the intersection of Arlington Boulevard and Dickinson Avenue then transitions to commercial (C) to the west and high density residential to the interior area at the intersection of Dickinson Avenue and Spring Forest Road. Since there is no MU zoning district, a variety of zoning districts are allowed in this character type. So for the MU character, it is intended to contain places to live, work and shop in close proximity with O-C and Multi-Family as primary uses.

Mayor Thomas declared the public hearing open and solicited comments from the audience.

Mike Baldwin, representing the Jimmy Evans and Amos Evans Family, stated that traffic mitigation will be required. In the early 2000s, part of this property was developed for offices, but the location is not appropriate for that.



Mayor Pro-Tem Smith stated there is a busy and congested intersection in that area. She asked about what the traffic mitigation might look like.

Mr. Baldwin responded that the North Carolina Department of Transportation (NCDOT) and the City are promoting interconnectivity through the crossed accesses allowing people to get in out of the way of the other traffic. By ordinance, there will be a limit to the number of driveway cuts allowed on this property.

Mayor Thomas asked whether there is some expansion or additional improvement planned by the NCDOT for Dickinson Avenue.

Mr. Baldwin stated that once the Southwest Bypass is completed, it will become the major artery for traffic in Greenville.

Mayor Pro-Tem Smith asked whether there was in any opposition received from the residents in that area during the beginning of this process.

Mr. Baldwin responded that none was received from the residents in the area.

There being no further comments, the public hearing was declared closed.

Motion was made by Council Member Glover and seconded by Council Member Connelly to adopt the zoning map amendment ordinance. The ordinance includes the statutorily required statement describing whether the action taken is consistent with the comprehensive plan and explaining why the City Council considers the action taken to be reasonable and in the public interest. Motion carried unanimously.

ORDINANCE REQUESTED BY HAPPY TRAIL FARMS, LLC TO REZONE 16.790 ACRES LOCATED NEAR THE SOUTHWESTERN CORNER OF THE INTERSECTION OF ALLEN ROAD AND LANDFILL ROAD FROM MRS (MEDICAL-RESIDENTIAL-SINGLE-FAMILY) TO MCH (MEDICAL-HEAVY COMMERCIAL) – (Ordinance No. 16-058)

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Planner II Chantae Gooby delineated the property on a map and explained the rezoning request, which is in compliance with the Horizons 2026 Greenville's Community Plan and with the Future Land Use and Character Map. At its September 20, 2016 meeting, the Planning and Zoning Commission recommended approval of the request.

Planner Gooby stated that this property is located in the western section of the City and adjacent to Allen Road, the Pitt County Landfill and railroad tracks. There is a



neighborhood activity center located at Allen and Landfill Roads. Activity centers, formerly known as focus areas, are intended to contain around 20,000-40,000 square feet of conditioned floor space and serve a one-mile area. The property is not impacted by any kind of environmental concerns. Currently, there is a single-family home located on the property and other single-family residences are in close proximity to this property.

Planner Gooby stated that the property is currently zoned for Single-Family, which was done that way when it was brought into the City's jurisdiction in 2001. Under the current zoning, the property could accommodate 55-60 single-family homes. Under the proposed zoning, the site could accommodate over 100,000 square feet of mini-storage. Since a traffic analysis indicates a reduction in traffic, a report was not prepared.

Planner Gooby stated that the Future Land Use and Character Map recommends Commercial (C) at the intersection of Allen and Landfill Roads transitioning into Industrial/Logistics. Also, there is potential conservation open space, which basically has the same purpose that was in the City's previous plan. It is to serve as a caution for potential environmental concerns or to recommend the buffer between land uses. In this particular case, it is to act as a buffer. In both the C and Industrial characters, C zoning is acceptable. The property is adjacent to similar zoning, which is at the corner of Allen Road and the railroad tracks.

Council Member Smiley asked what would be examples of the character that would be called for under the existing and recommended zonings. Council Member Smiley stated that with the old land use plan, there was General, Light, or Heavy Commercial and now with the Future Land Use and Character Map, presumably the existing zoning would call for a certain character and the proposed zoning would call for a different character.

Planner Gooby responded that General Commercial and Heavy Commercial are zoning districts. Under the City's old plan, there was the Commercial land use category. So within that, there was Heavy Commercial, Downtown Commercial, and etcetera. Then there was industrial as it is now and those zonings were Heavy or Unoffensive Industry. Tonight, the zonings are Commercial and Industrial/Logistics.

Planner Gooby explained that within the new land use plan character, this rezoning request is characterized by warehousing, manufacturing and as primary uses, within in this character, there can industrial, warehousing and in secondary uses, there can be Office and Commercial. That is the reason there are two characters coming together. In this particular instance, they are both nonresidential and that is why this request is in compliance with the City's Plan.

Council Member Smiley stated that staff's report suggests that either the existing or the proposed zoning is going to meet this character requirement.

Planner Gooby responded that is correct. Right now, these homes along Allen Road are zoned for Single-Family Residential and were done that way because in 2001, there was a



large extraterritorial jurisdiction extension. In particular cases like this one, those properties were rezoned for what they were at the time so that the City would not make nonconforming uses. It was known at some point and time, they were going to change into something else and that is where the Future Land Use Plan and Character Map comes into play.

Assistant City Manager Merrill Flood stated that with the new land use plan, the City has more comingling of uses and that will be a different change. The zoning districts to be used were adopted with the comprehensive plan and they conform to the Future Land Use and Character Map.

Mayor Thomas declared the public hearing open and solicited comments from the audience.

Mike Baldwin made comments on behalf of his client, Happy Trail Farms, stating that several members of the Planning and Zoning Commission felt that this was not an appropriate area for Office-Residential, Office or Multi-family zoning with the landfill on one side and the road on the other side. Regarding traffic, the widening of Allen Road is list on the current State Transportation Improvement Program. During the last few months, crews have been doing the route surveying up and down this portion of Allen Road for street widening purposes. One person with the church in the area had concerns about the rezoning, but there was no opposition after a discussion with him. The property owner has been in contact with the adjoining property owners and made them aware of the zoning changes.

There being no further comments, the public hearing was declared closed.

Motion was made by Council Member Connelly and seconded by Council Member Glover to adopt the zoning map amendment ordinance. The ordinance includes the statutorily required statement describing whether the action taken is consistent with the comprehensive plan and explaining why the City Council considers the action taken to be reasonable and in the public interest. Motion carried unanimously.

ORDINANCE REQUESTED BY HARDEE FAMILY HOLDINGS, LLC TO REZONE 7.406 ACRES LOCATED AT THE INTERSECTION OF ALLEN ROAD AND WOODRIDGE PARK ROAD FROM OR (OFFICE-RESIDENTIAL) AND IU (UNOFFENSIVE INDUSTRY) TO CH (HEAVY COMMERCIAL) – (Ordinance No. 16-059)

NOTE: Planner II Chantae Gooby informed the City Council that this is the first meeting of the City Council that the Horizons 2026 Greenville's Community Plan will be used. The former land use map is now known as the Future Land Use and Character Map. It still has the same purpose as the City's previous map, but instead of land use categories, there are character types.



Planner II Chantae Gooby delineated the property on a map and explained the rezoning request, which is in compliance with the Horizons 2026 Greenville's Community Plan and the Future Land Use and Character Map. The Planning and Zoning Commission recommended approval of the request at its September 20, 2016 meeting.

Planner Gooby stated that this property is located south of the Pitt County Landfill. It is at the intersection of Allen Road and within Woodridge Corporate Park. The Teakwood and Allen Ridge Subdivisions are to the south. This request is in two separate tracts, but they are asking for the same zoning, which is Heavy Commercial. The property is currently zoned Office-Residential and Industrial.

Planner Gooby delineated the buildings on Tract I and II on the map, and stated there is a neighborhood activity center at this location. Activity centers are intended to contain around 20,000-40,000 square feet of conditioned floor space and serve a one-mile area. This property is impacted by the floodplain and the floodway of Green Mill Run. However, since the properties are already developed then any stormwater requirements would have been met at the time the property was developed.

Planner Gooby stated that currently, in Woodridge Corporate Park, there are several types of uses, Office, Commercial and Industrial and Residential to the south. Since the property is already developed, then this request will allow the owner more flexibility in leasing the units on the property. There is no increase in traffic anticipated. The Future Land Use and Character Map recommends Industrial along Allen Road between the Commercial centers and Residential to the south. Commercial zoning is acceptable in the Industrial character type.

Mayor Thomas declared the public hearing open and solicited comments from the audience.

Mr. Baldwin responded that the property is owned by a native of Pitt County, who owns most of the property in the area. The applicant is trying to get a zoning that will allow a jumpstart of this property. There is no new parking and no buildings, and anything with any retail components is being sought. Allen Road is listed on the State Transportation Improvement Program. The future bus area that the school system is purchasing will be on Woodridge Park Road to the west of the property.

There being no further comments, the public hearing was declared closed.

Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Connelly to adopt the zoning map amendment ordinance. The ordinance includes the statutorily required statement describing whether the action taken is consistent with the comprehensive plan and explaining why the City Council considers the action taken to be reasonable and in the public interest. Motion carried unanimously.



APPROVAL OF THE DRAFT 2015-16 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Community Development Director Ben Griffith explained the purpose of the submission of the report. The City of Greenville has been a U.S. Department of Housing and Urban Development (HUD) entitlement community since 1994. Non-entitlement communities are required to go through a very competitive grant application process for HUD funding. The Consolidated Annual Performance and Evaluation Report (CAPER) is submitted annually to HUD for the City’s programmatic activities during the most recent fiscal year. The FY 2015-2016 CAPER covers the program the City is beginning July 1, 2015 thru June 30, 2016. The CAPER is a report of the activities outlined in the 2015-2016 Annual Action Plan, which is a part of the 2013-2018 Consolidated Plan. Activities include affordable housing, housing rehabilitation for owner occupied single-family residences, acquisition of substandard properties as well as demolition and cleanup, homelessness assistance, and a variety of public service programs awarded on a competitive grant basis.

Director Griffith stated that the following is a general breakdown of the Community Development Block Grant (CDBG) activities from the previous program year totaling \$851,448:

Community Development Block Grant FY 2015-2016

PROJECT	AMOUNT
Planning & Administration	\$170,290
Owner-Occupied Rehabilitation	\$370,158
Acquisition / Clearance	\$84,000
Public Service	\$75,000
Relocation	\$15,000
Economic Development Activities	\$137,000
TOTAL	\$851,448

The following is a general breakdown of another HUD program, the HOME Investment Partnership, for low to moderate income residents. The amount for this program is \$357,976.

Home Investment Partnership

PROJECT	AMOUNT
Planning & Administration	\$35,798
Owner-Occupied Rehabilitation	\$200,815
Down Payment Assistance	\$17,667
New Construction	\$50,000
Community Housing Dev. Org.	\$53,696
TOTAL	\$357,976



When combined with the CDBG expenditures, the total amount of the City of Greenville's HUD funding expenditures for 2015 and 2016 is \$1,209,424.

Director Griffith stated the following are highlights of the activities reported in the 30-page draft of the CAPER:

- 13 owner-occupied substandard housing rehabilitations completed
- 5 down payment assistance loans approved
- 1 Small Business Competition Grant approved
- 4 homes cleared of lead-based paint hazards
- 5 public service grants awarded to non-profits
- 4 dilapidated properties acquired
- 11 dilapidated structures demolished
- 1 tenant relocated as a result of acquisition/demolition
- 2 public facility improvements completed
- 4 new single-family homes constructed.

Director Griffith stated that the 2015-2016 CAPER and required submittal documents are due October 31, 2016. However, HUD requires that the drafted CAPER be made available to the public for a 30-day public comment period. Copies of this document were made available to the City's three public libraries, the City Clerk's Office and the Community Development Housing Division. A draft of the CAPER was also posted on the City's website. Availability of the CAPER was advertised on September 12 and October 12 in The Daily Reflector. HUD also requires that the City Council hold a public hearing to hear public comments about the CAPER draft. The public hearing was advertised on October 3 and October 10, 2016 in The Daily Reflector.

Mayor Pro-Tem Smith asked staff to give information about the Small Business Plan Competition.

Director Griffith stated that the Small Business Plan Competition is a grant that the Redevelopment Commission holds annually for small businesses to submit a business plan. There were 11 submittals this year and two were selected. The assistance that they receive are through the economic development part of the CDBG Program and they can use those funds for acquisition of equipment, job training, workforce expansion and the like.

Mayor Pro-Tem Smith asked about how this fits with the homes and things that the City is trying to do.

Director Griffith responded that under the CDBG Program, HUD allows an economic development component and the City takes advantage of that on a small basis. Some communities do a lot more in that area. The City's major focus is housing rehabilitation for both the CDBG and HOME programs.



Mayor Pro-Tem Smith asked whether the Small Business Plan Competition grants have always come out of the CDBG funds.

Assistant City Manager Merrill Flood responded that for the last three funding years, CDBG funds were used. The City budgeted funds for those activities that occur within the West Greenville certified redevelopment area.

Mayor Pro-Tem Smith stated that the City Council decided that the Small Business Plan Competition was so rigorous for not awarding anything to the companies or businesses. Mayor Pro-Tem Smith asked what happened to that money.

Assistant City Manager Flood responded that the money rolls forward and the City budgeted fewer dollars in this current year because funds were still available to spend. So, the City did not budget the same amount in this current year's annual plan.

Mayor Pro-Tem Smith asked if the money was put back because no one applied for the grant.

Assistant City Manager Flood responded that is correct. The Redevelopment Commission obviously does the review and makes the final determination as to which businesses will be funded with that program. Sometimes, the City Council has provided money to the program through the General Fund budget and the City provided CDBG funds from the certified redevelopment area. This year it was \$20,000 and prior years it was \$50,000 or \$60,000.

Mayor Pro-Tem Smith asked whether staff had discussion with the Redevelopment Commission and subcommittees so that they understand if the City does not use the funds, those funds are decreased the next time.

Assistant City Manager Flood responded that concern and others about training and the process were shared with the Redevelopment Commission. Staff is trying to make improvements to the program annually.

Mayor Pro-Tem Smith stated that she would like to have a breakdown of each of those activities totaling \$1,209,424.

Director Griffith stated that some information is provided in the CAPER and he will provide the information in a more concise format.

Mayor Pro-Tem Smith asked about the difference between the CDBG funding of \$160,000 for Administration and Home Funding for \$32,000.

Director Griffith responded that those are tracked carefully and counted per project and they are also capped at a certain amount.



Assistant City Manager Flood stated that 20% is the cap for CDBG and 10% under the HOME Program. Typically, HUD does not like cities getting above 19% even though the statutory limit is 20%.

Council Member Glover asked about how the City gets money left over to turn over to different places. Council Member Glover stated that she was unaware that the Redevelopment Commission is in charge of awarding grants and loans for businesses.

Assistant City Manager Flood responded that the Small Business Plan Competition grant program started in 2007. CDBG funds have been used for the past three years to help fund that and the City wanted to continue finding ways to provide jobs and create businesses in the West Greenville community.

Council Member Glover expressed her concern that if the Redevelopment Commission is trying to aid the City to provide jobs and help businesses in West Greenville, the money is not getting where it is supposed to be. She has not seen any improvements in businesses located in West Greenville and is aware of one business owner receiving a grant.

Assistant City Manager Flood stated that 28 or 29 grants were done and 11 or 12 of those were in the West Greenville community. Staff will resend the information to the City Council.

Council Member Glover recommended that the City Council should receive the information when the Redevelopment Commission reviews the grants and makes the final determination.

Council Member Glover expressed her concern about whether the members of the Redevelopment Commission understand the needs of West Greenville versus the needs of the uptown area businesswise. Also, she would like to know why some businesses are not maintaining their properties and are allowed to do so. If the City is awarding grants or giving assistance in the two certified redevelopment areas, West Greenville citizens should be given the economic development assistance that they were supposedly going to receive. An example is the business incubator.

Council Member Godley stated that business owners in the West Greenville area can apply for the Small Business Plan Competition grant.

Council Member Glover stated that if the Small Business Plan Competition has been in existence since 2007, there is zero economic development in the African-American community. Therefore, she is questioning whether the members of the Redevelopment Commission have any empathy for building up the businesses in the poor communities.

Assistant City Manager Flood stated that staff will prepare a report to bring back to the City Council.



Council Member Connelly stated that City staff determines how much goes into each program.

Assistant City Manager Flood stated that usually during January or February, staff provides a recommendation of funding based on the HOME grant and the City Council gives staff direction. In fact, this year the City Council recommended more money for secondary mortgages and an adjustment was made. Then there is a third public hearing after developing the annual plan and the City Council and Affordable Housing Loan Committee have a chance to make additional recommendations.

Council Member Connelly stated that as far as economic development, in his opinion, it is a little bit of a stretch for the City to give small business loans out of funds that should be going toward homeownership or improvements to homeownership. It fits the criteria of economic development, but the funds could be used for dilapidated houses or people who have serious needs for their homes.

Assistant City Manager Flood stated that one of the national objectives of the CDBG Program is job creation. If the City Council would like to see a different lineup or not see funding go in that category, staff will follow up accordingly.

Council Member Connelly asked before the Small Business Plan Competition loan incentive, what funds were used to award loans.

Assistant City Manager Flood stated the funding was from the bonds for the West Greenville and Center City certified redevelopment areas.

Council Member Connelly asked what else is included in the economic development activities in the amount of \$137,000.

Assistant City Manager Flood responded that regarding one of the other pieces of property that was mentioned, the business incubator, the City closed on that this year. It was the transmission shop on West 5th Street, and the amount not only included acquisition, but it included demolition and environmental cleanup at that site. The City still has a larger site offering for a community or commercial center in West Greenville.

Council Member Connelly asked about the funds that are available for private investors for rehabilitation.

Assistant City Manager Flood responded as a community the City has indicated that it provides only rehabilitation assistance for low-income homeowners. That has been the practice of this City for at least 15-20 years.

Council Member Connelly asked whether that is only for owner occupancy and there are not incentives for private investors to come in and rehabilitate low-income housing.



Assistant City Manager Flood stated that the City has not done that in 20 years.

Council Member Connelly asked whether there is a possibility to be able to do that.

Assistant City Manager Flood responded that is a possibility.

Mayor Pro-Tem Smith asked whether the list of projects could be expanded and if so, where is the information about the homeless population. Mayor Pro-Tem Smith stated that the City made a pledge to try to decrease the homeless population and it is in the City Council's plan. If the City had a line item with a certain amount, the City Council would know the City is actually spending money in that area to assist the homeless.

Assistant City Manager Flood stated that there is a public service line item and that is where it traditionally falls under. \$100,000 is budgeted and this represents the expenditures through the close of the fiscal year. It does not really fund all of the operations. Those organizations requesting money make a presentation to the Affordable Housing Loan Committee and many times it results in gap funding. Then that comes as a recommendation to the City Council for adoption of the annual statement in May. The organizations such as the Community Crossroads Center, Meals on Wheels and others are traditionally from that line item.

Mayor Pro-Tem Smith stated that for a few years, the City of Greenville provided no funding to the Community Crossroads Center.

Assistant City Manager Flood stated that the Community Crossroads Center received \$8,500. The City has provided funding to them since 1994, but for two years, no application for funding was received from the Community Crossroads Center.

Mayor Pro-Tem Smith stated that unfortunately, the City has a large population of homeless people. If the City is really trying to make a dent in homelessness, the City Council will make suggestions to staff in January in order to change the line items to increase and specify the funding. If the City is including that with public service and there is only \$75,000, she is trying to determine how many people are being taken off the streets in reality and not according to what looks good on paper.

Assistant City Manager Flood stated that HUD considers others who are involved such as the Domestic Violence Center where the population is potentially homeless. The Domestic Violence Center is also considered by the Housing Assistance Plan as a homeless shelter provider. Also, it is considered as a sub-recipient under the program, receives funding, and is required to meet a sub-recipient agreement with the City. That process has served well over the years. In January, if the City Council would like staff to place additional dollars in a specific line item for the homeless shelter, the City Council can direct staff to do so.

City Manager Lipscomb stated that the City has provided over \$300,000 to homelessness.



Mayor Pro-Tem Smith stated that the City had a big push and campaign and the numbers have to speak for themselves. She is aware that the City provided money toward homelessness. But when the City provides an amount of money according to its homeless population and is aware those individuals do live in Greenville, fewer people are arrested because of their loitering and things of that nature. Then fewer tax dollars are spent plus the City is saving money, if the City is using the money properly. That is a rippling effect.

Assistant City Manager Flood stated that with the homeless population, the County does a point-in-time survey strictly in January, which is the coldest time of the year. The City's homeless population that can be identified is about 120-130. Many people come to this community because of the services so there may be an influx of people from outside of the City limits. Regardless, those people are and will be served in Greenville. It is an important objective and staff will make note of it and adjustments will be made accordingly in January.

Mayor Pro-Tem Smith asked if the two demolitions were near the Third Street School.

Assistant City Manager Flood stated that information will be provided to the City Council.

Council Member Glover asked regarding the \$370,000, how many structures were rehabilitated using that money.

Assistant City Manager Flood responded there were 13 for this particular fiscal year. \$370,000 from CDBG plus \$200,000 from the HOME investment partnership were used totaling \$570,000.

Council Member Glover stated if the homes are not rehabilitated, it affects the community. If the funds are available, the City should assess all the places that should be done. That way there would be no money to return to HUD. If a house requires a lot of rehab, the homeowners' name can be moved up on the list or whatever is necessary. The City cannot carry over money because HUD would report that the City is not doing what it should for citizens.

Mayor Pro-Tem Smith asked if all of the City's houses and the ones that were built by the Housing Authority sold.

Assistant City Manager Flood responded that all of the City houses were sold. The Housing Authority had one left out of the three that were built.

Mayor Thomas declared the public hearing open and solicited comments from the audience. There being none, the public hearing was closed.

Motion was made by Council Member Connelly and seconded by Council Member Smiley to approve the Draft 2015-2016 Consolidated Annual Performance and Evaluation Report



(CAPER) and to authorize the submittal to the U. S. Department of Housing and Urban Development. Motion carried unanimously.

AGREEMENT BETWEEN THE CITY OF GREENVILLE, ELECTRICITIES, AND RETAIL STRATEGIES LLC FOR RETAIL ANALYSIS AND RECRUITMENT

Economic Development Research Manager Christian Lockamy stated that at the January Planning Retreat the Office of Economic Development received feedback from the City Council wanting economic development to better use analytics to market the City. In addition, to particularly address the area North of the River and to help understand the City of Greenville's role as a regional hub for the East. That discussion led to a proposed partnership between the City of Greenville and Retail Strategies. Under this partnership, Retail Strategies will conduct a market study and identify money coming into and out of the Greenville Metropolitan Statistical Area for shopping trips. This data will help define what industry experts refer to as the City's retail trade area. In addition, Retail Strategies will provide an in-depth look at North of the River and uptown Greenville to help identify opportunities for those areas to be successful. This study will include a detailed analysis of cellphone, demographic and retail market place data and will be completed within 90 days of executing the contractual agreement. Along with this analysis, a specific retail recruitment strategy will be created and for three years Retail Strategies will proactively market Greenville and recruit retails on its behalf.

Research Manager Lockamy stated that this means that Retail Strategies will create retail related marketing material, attend national retail trade shows and conferences on behalf of the City of Greenville, and actively reach out to retailers that will fit well within the community. Retail Strategies is made up of formal site selectors for national retail companies. They know what businesses are looking for when located in a community and they have established relationships with retail site selectors across the country. This could lead to more jobs, increased property tax base, increased sales taxes and better quality of life. This partnership will help the City Council and staff understand if and when those are possible. It will help the City know what type of retailers would be interested in its marketplace and provide a means to connect with those retailers.

Research Manager Lockamy stated that the total cost of this market analysis recruitment strategy and having a representative of Retail Strategies for three years is \$90,000 paid out over a three-year period. However, because of the City's membership with Electricities, Greenville is one of the 50 municipal power organizations of North Carolina and due to that membership the City has access to economic development assistance at reduced rates. So, Electricities will actually pay one-half of the total cost of this project. Regarding the remaining \$45,000, the City will pay \$21,500, \$21,500 will be paid by Pitt County, and Uptown Greenville will pay \$2,000 over a three-year period. The City's portion has been budgeted.

Council Member Connelly stated that the funds will be coming out of the Office of Economic Development Budget. He asked if staff is fully confident that they can make this work.



Research Manager Lockamy stated that if the City could land one national retailer, the analysis will pay for itself.

Council Member Connelly asked what deadline is the Office of Economic Development giving itself.

Research Manager Lockamy responded three years.

Mayor Thomas declared the public hearing open and solicited comments from the audience. There being none, the public hearing was closed.

Motion was made by Council Member Godley and seconded by Council Member Glover to approve the professional services agreement with Electricities and Retail Strategies LLC. Motion carried unanimously.

SEED PROGRAM LEASE AND SUBLEASE AGREEMENTS

Economic Development Manager Roger Johnson stated that Support for Economic and Entrepreneur Development (SEED) started a few years back. SEED is a relationship between the City of Greenville and the Greenville-Pitt County Chamber of Commerce (Chamber). A third party is being introduced this evening, which is East Carolina University (ECU) requiring a new lease agreement and some other changes. In order for the City to accommodate a below market rate and to use ECU's facilities, ECU must do business with a public entity and the City will in turn do business with SEED, which is a nonprofit organization.

Economic Development Manager Johnson stated that the City Council is being asked to consider a three-year contract between ECU and the City and in turn a three-year contract between the City of Greenville and SEED. Under the proposed one-year lease term, the City of Greenville would pay \$100 annually for SEED's space within the Willis Building, but will receive \$100 annually in sublease payments from SEED. The parties would have options to mutually renew the lease and sublease for a second year at \$105 annually and for a third year at \$110 annually.

City Manager Lipscomb stated that the City already has a SEED program that has been operational. This program is moving from one location to another one and ECU will provide the administrative support.

Council Member Glover asked who is currently operating the SEED program.

Economic Development Manager Johnson responded that there is currently an agreement between the City and the Chamber. The Chamber administers the SEED program such as collecting the rent and making payments and making sure that the lessees agree to the terms and conditions. It was last located at The East Group, an uptown area and now it is moving over to the Willis Building, which will be an improved option for businesses.



Economic Development Manager Johnson explained the fee structure for a startup company. A student would stay there for six months without any fee and from months seven thru 12 the student would pay \$50 per month. A basic tenant would pay \$100 monthly for space at ECU having access to that building on Monday-Friday, 8:00 a.m.-5:00 p.m. and all of the amenities. A full-time company wanting 24/7 access to the building would pay \$300 per month having office space and a card for their access. If an existing tenant is already in and want to continue in the SEED program or move back to have options to grow their business, ECU is allowing people to move back in for \$50 per month. A community supporter (an attorney or accountant wanting to have access to this particular group of individuals and helping them to grow business) could also rent space there at \$300 monthly. Tenants will receive access to the lounge area, office space (which can be leased), auditorium (a new amenity housing up to 200 people on an availability basis), and a conference room (housing about 20 people). Professors and others are accessible to help businesses in their startup.

Mayor Pro-Tem Smith asked since the City is now transferring the SEED program to ECU, how much interaction would the City have with the program.

Economic Development Manager Johnson responded that this would be a three-way collaborative effort involving the City of Greenville, East Carolina University and Pitt County. The City will still be involved in the process. While the City is not leading it necessarily, the City is in a supportive role. The Office of Economic Development will provide in-kind support meaning attending events over at the innovation and design lab. Also, the City will help them with their marketing and programming as well as finding guest speakers and professional services to help those startups be successful.

Mayor Pro-Tem Smith asked about why the City is making a profit off of the new startup businesses, if the City is only paying \$100 for year one, \$105 for the next year, \$110 for the third year and up to \$300 monthly for others.

Economic Development Manager Johnson responded that all of the proceeds go back to the SEED program. None of the proceeds are for profit.

Economic Development Manager Johnson stated that individuals with the SEED program will be responsible eventually for hiring a manager to manage the program located at the Willis Building. ECU is funding a gentleman who has expertise in innovation and entrepreneurship startups until the program becomes self-sufficient and sustainable.

Mayor Pro-Tem Smith asked after that, would the responsibility of the SEED program roll over to the City.

Economic Development Manager Johnson responded that SEED will continue to be a nonprofit organization. It is not anticipated that the City will spend any additional monies.



Mayor Pro-Tem Smith asked is the City rolling over the profits to ECU to pay the manager's salary.

Economic Development Manager Johnson responded no. No proceeds will come back to the City. The proceeds will be used to eventually pay for the SEED program including someone to manage the program.

Mayor Thomas asked will there be a board for the nonprofit.

Economic Development Manager Johnson responded there is not a board now but there will be one.

Mayor Pro-Tem Smith stated that the SEED program is basically being run by ECU, the Chamber was doing that before, and the City is doing this collaboration so that the SEED program can be at ECU. But, the funds that are being received will be used for someone to actually manage the SEED program.

Economic Development Manager Johnson stated that next month, the City Council will receive copies of the contract between the City and the Chamber for professional services. As part of that service agreement, staff will recommend that the Chamber will continue to administer the SEED program, collect the rent, accounting, and annual reporting. This is required as part of that process. The Chamber will administer the program, but the hiring would be a decision of the board that will be formed to oversee the nonprofit.

Mayor Pro-Tem Smith asked who will form the board.

Economic Development Manager Johnson responded that SEED will form the board. The contract states representatives from the City, Chamber and ECU would be involved.

Mayor Pro-Tem Smith asked about who will be the representatives from the City.

Economic Development Manager Johnson responded that person will be an Ex-Officio or someone like him or someone else from the Office of Economic Development. The board makeup also requires involvement from the public.

Mayor Pro-Tem Smith asked about the number of people currently in the SEED program.

Economic Development Manager Johnson responded that currently one person is in the SEED program.

Mayor Pro-Tem Smith asked how restrictive is SEED going to be about people wanting to visit the program.

Economic Development Manager Johnson responded that the program is open to the public.



Mayor Thomas declared the public hearing open and solicited comments from the audience. There being none, the public hearing was closed. Motion was made by Council Member Godley and seconded by Council Member Smiley to approve the lease and sublease agreements. Motion carried unanimously.

OTHER BUSINESS

CONTRACT WITH VIDANT CORPORATE HEALTH FOR EMPLOYEE HEALTH CLINIC

Assistant City Manager Michael Cowin gave the purpose, benefits and costs of the Employee Health Clinic (Clinic). He stated that the Clinic will not only help the City to control its health care costs, but it will provide a true benefit to the City of Greenville's employees to allow them to better manage their health care needs and their access to health care. The employees' benefits of the Clinic are improved access and convenience, no employee co-pay (\$20 savings per visit), and confidential access to the Employee Wellness Initiatives. The benefits to the City is the reduction in paid healthcare costs, drug and pre-employment screening cost, workers' compensation claim cost, and loss of work time and absenteeism.

Assistant City Manager Cowin stated that the Clinic will be operated by Vidant Corporate Health (Vidant) through an initial 12-month service contract. Vidant will have full responsibility to operate the Clinic. The staff of an occupational health nurse and a nurse practitioner will be employees of Vidant and the Clinic will operate initially for City employees only with the goal to expand that over time to the City employees' dependents, retirees, and members of the City Council. The proposed clinical staffing model includes an occupational health nurse for 40 hours per week and a nurse practitioner for 8 hours per week. The total contract staffing fee cost is \$160,160.00. The following are the clinical staff duties:

- Treatment of Employee Illness/Medical Concerns
- Provide Appropriate Follow-Up and Referrals
- Prescription Administration Provided by Nurse Practitioner
- Perform Health, Drug, and Pre-Employment Screens
- Provide Case Management for Worker-Related Injuries
- Wellness, Disease Management, and Health Counseling.

Assistant City Manager Cowin explained that in order to project the financial impact of the Clinic, staff broke down the number of projected primary care physician visits that could be moved to the Clinic. That is only for steerable primary care visits such as for colds, flu, sinus infections, and pulled muscles. That does not include specialty visits, which would be outside the realm of this clinic.



Primary Care Physician Visits Moved to Clinic

	<u>Scenario 1</u>	<u>Scenario 2</u>	<u>Scenario 3</u>
% of Annual Visits Moved to Clinic	28.0%	40.0%	50.0%
Reduction in Health Care Costs	\$(84,515)	\$(108,451)	\$(128,525)
Projected Annual Net Savings	\$ 0	\$ 23,936	\$ 44,010

Scenario 1 = Breakeven

Under Scenario 1, there would be a reduction of \$84,515 in health care costs and then breakeven with actual net savings. Under Scenarios 2 and 3, staff projected 40%-50% of those steerable primary care physician visits moved to the Clinic and it provides a direct benefit to the City through a net positive savings. The following is a pro forma for each of the three scenarios:

Projected Annual Net Savings

	<u>Scenario 1</u>	<u>Scenario 2</u>	<u>Scenario 3</u>
Cost to Operate Clinic			
Vidant Contract Labor	\$ (160,160)	\$ (160,160)	\$ (160,160)
Projected Supplies	(2,500)	(2,500)	(2,500)
Total Projected Cost	<u>\$ (162,660)</u>	<u>\$ (162,660)</u>	<u>\$ (162,660)</u>
Savings to the City			
Reduction in Healthcare Costs	\$ 84,515	\$ 108,451	\$ 128,525
Reduction in Workers Comp Claims	8,600	8,600	8,600
Reduction in Pre-Employ Costs	69,545	69,545	69,545
Total Projected Savings	<u>\$ 162,660</u>	<u>\$ 186,596</u>	<u>\$ 206,670</u>
Net Savings (Conservative)	<u>\$ 0</u>	<u>\$ 23,936</u>	<u>\$ 44,010</u>

Assistant City Manager Cowin stated that the Clinic will be located at the current Gardner Training Center, which will be renovated to operate as a medical office through a Public Works Capital Project in the amount of \$75,000. The renovation would be funded through restricted health funds reserved for the project. The projected opening for the Clinic is April 2017.

Motion was made by Council Member Connelly and seconded by Council Member Glover to approve the contract with Vidant Corporate Health to provide healthcare services to the employees of the City at the Employee Health Clinic and to approve up to \$75,000 for the refurbishment of the Gardner Training Center to make the location conducive to providing healthcare services. Motion carried unanimously.

STATUS AND CONDITION OF THE RADIO TOWER ON THE TOWN COMMON

Assistant City Manager Merrill Flood stated that this item is a follow-up to the City Council's directive in May 2016 for staff to bring back a report on the condition of the radio tower on



the Town Common. Representatives from The LBA Group (LBA), Messrs. David Horn and Lawrence Behr, are present. The LBA is known for their work with radio systems and broadcasting throughout the world. The LBA recommended that some structural conditions with the tower should be addressed and looked at concurrently, while the LBA is doing its work. Their specialty is the reallocation of stations on that tower. The City immediately had Enviro Assessments East, Inc. to look at the lead-based paint conditions on the tower as well as the structural conditions.

Assistant City Manager Flood summarized the structural conditions of the tower. The Federal Communications Commission (FCC) requires a reallocation study for the stations on a tower before moving it. Currently, there are two stations, WOOW (an AM station) and W201A0 (an FM transmitter for the public broadcast of stations in the area). The issues that have been reported to the City by Tower Engineering Professionals are the tower legs and braces are damaging, rust and corrosion exist over the guy wires, anchors, bolts, shackles, anchor rods and clamps, and flaking paint. That paint helps to protect the tower obviously from rust. Additionally, corrosion is on the lighting and the conduit, lighting elements are damaged, not working properly and need repair. The guy wire tension is not within code. Other chemicals were looked at and asbestos was found in the roof of the transmission building and tower, and on the external brackets.

Assistant City Manager Flood stated that \$200,000 is the estimate to conservatively repair the tower. To replace the tower would be a similar amount because the tower itself would be \$120,000-\$150,000 and that does not include the building and "cow" and the other transmission materials that would be inside the tower.

Mr. Horn stated that the LBA Group is anchored in broadcast radio technical consulting and provides substantial services for all the major cellphone tower companies and other communication assets around the world. But, the LBA Group remains now as one of the few firms in the country that has their level of expertise in AM Radio.

Mr. Horn stated that the LBA performed an allocation study and the objective of it was to identify a general area or areas where the FM translator and the AM Radio station (WOOW) could be moved. The FM translator is operated by Craven Community College where a public radio program is broadcasted in Greenville. The difference between AM and FM is moving the FM, particularly this low powered translator, anywhere within a six-mile radius of where it is located now. It could be as simple as a short mass on top of a building. The most complex task would be relocating WOOW because of the nature of AM Radio and the frequency.

Mr. Horn stated there are two different methods, one being that the entire tower is the radiator. Another is an example that WOOW uses, which is a series of wires that go up and down a better part of the links of the tower. As far as existing towers, enough land (space) and the ability to convert towers with the radio ground system are required.



Mr. Horn stated that their study looked at general areas or areas that would be conducive based solely on the FCC regulations. It does not consider Federal Aviation Administration's (FAA) environmental zoning or any of those factors. The FCC's regulations take two things into account. That is protecting co-channel and adjacent channel interference restrictions and the area of licensed City coverage that the station must serve. Those two factors together created the polygon. Within that, the station could feasibly successfully apply for a construction permit to move. It is feasible that within that polygon that specific areas could be studied to take into account the FAA, environmental, and other specifics as it relates to the FCC regulations to determine if the station could be located to an area.

Assistant City Manager Flood stated that according to the engineering group's advice, the City should start thinking about doing something about that tower over the next six to nine months. The cost at this point does not lend to building a new tower, but that is the City Council's decision to make.

Council Member Godley stated that during the budget cycle, the City Council decided to invest \$1.3 million in the Town Common and tonight there was discussion about a potential pedestrian bridge to add significantly to quality of life. The City should continue to invest in the Town Common. The City should free up as much land as possible and potentially relocating the tower might be the avenue to look into, in his opinion.

Council Member Smiley asked about the cost of decommissioning versus relocating the tower.

Assistant City Manager Flood responded that decommissioning the tower could include relocation of the station. The cost would be approximately \$100,000 to take the tower down.

Mayor Pro-Tem Smith asked if staff has spoken to representations from WOOW.

Assistant City Manager Flood responded that he initially contacted them and advised the operator of WOOW today about the contents and sharing of all the reports. He has reached out to the operators for the FM transmitter on several occasions and they know about the City going through this study process. However, they have not contacted him to understand the presentation tonight.

Council Member Smiley asked about the City's arrangements with the radio stations using the tower.

Assistant City Manager Flood responded that WOOW has a lease with the City and sublet to the public radio broadcast group.

Council Member Smiley asked if that is a year-to-year lease and what is the amount.



City Attorney David Holec responded that currently, the initial lease term has expired so the rent is month-to-month.

City Manager Lipscomb stated she does not recall the lease amount, but no payments are being made.

Council Member Smiley asked if the City has no rental revenue for the property.

Assistant City Manager Flood responded that is correct.

Council Member Godley asked if staff is implying that WOOW has not been paying their bills to the City.

Assistant City Manager Flood responded that the City has not received lease payments from WOOW in the last year.

Council Member Glover requested that the relative of the owner of WOOW, who is in the audience, should make comments. Council Member Glover asked if the family members are making plans to find another station or tower where they could broadcast WOOW.

Mr. Rouse stated that no information was given to them. They were given heads up about what the City wanted to do but as far as figures and written agreements, the family has not seen anything of that nature.

Council Member Glover recommended that staff should have discussions with the owners of WOOW before any motion is made by the City Council.

Mayor Pro-Tem Smith asked since WOOW is aware of some discussion about the tower, has WOOW been considering the two options to determine what would be better for its radio station.

Mr. Rouse responded that WOOW's counsellor would like to see documents stating that the City has the authority to make any decision about the tower. WOOW has not received anything from the City stating that the City owns the property and other documents such as the contract.

City Attorney Holec responded that the documents can be provided to WOOW. The property and tower are city-owned.

Council Member Connelly asked about the 184 feet coils running underneath the ground.

Mr. Behr responded that the LBA was involved with designing the facility in 1973. Basically, there are 120 8 inch in diameter copper wires and they go out about 190 feet. Some of them cannot go that distance because of the wall and so forth.



Council Member Connelly asked if there is electricity running underneath the ground.

Mr. Behr responded that there are probably power wires, but he is unaware how the Greenville Utilities Commission brings power into that building. The grounding system is not energized. It has no insulated wires and has its relevance only to the radio signal.

Council Member Connelly expressed his concern about the possibility of children playing in the area of the tower after the park is opened in two months.

Mr. Behr responded that some of the wires are under the new playground. There should not be any danger. If they have excavated down into the ground, those are probably still sound. The City would leave the wires in the ground. If the City would remove the tower, the City will basically ignore those coils.

Council Member Smiley stated that he is sensitive to the impact of decommissioning the tower and certainly, the City needs to work with all of the interested stakeholders to minimize that impact to the extent that it is feasible for the City too. However, he is concerned about the tower being unsound due to the various reports received about the lead-based paint and asbestos.

Council Member Godley said that the City is building the largest playground East of I-95 and cannot jeopardize children being near something that unsound.

Motion was made by Council Member Smiley and seconded by Council Member Godley to direct staff to begin developing plans to decommission the radio tower and to work with stakeholders on potential impacts. Motion carried unanimously.

DISCUSSION OF APPOINTMENT TO PITT COUNTY ANIMAL CONTROL ADVISORY BOARD

Mayor Pro-Tem Smith stated that since the majority of the animals at the Pitt County Animal Shelter (PCAS) seem to belong to the City, it was brought to her attention that the City Council might want a City slot on the Pitt County Animal Control Advisory Board. A vote from the Pitt County Animal Control Advisory Board would be required to see if there is a possibility for a City slot. At the May 23, 2016 City Council meeting, it was suggested that a staff member should serve on that board and bring reports and information back to the City Council.

Council Member Mercer asked if that person would have voting rights.

Mayor Pro-Tem Smith recommended that the City would have a member on the board for informational purposes and with no voting rights.

City Manager Lipscomb stated that this may require an amendment to the Pitt County Animal Control Advisory Board's appointment process. So, the City would send them a letter stating that the City Council is recommending a City staff member to participate as a



non-voting member and let the board handle the administrative process and make that happen. This request may also involve the Board of Pitt County Commissioners. Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Mercer to request that a City staff member sit as a non-voting member on the Pitt County Animal Control Advisory Board. Motion carried unanimously.

UPDATE ON BRADFORD CREEK PUBLIC GOLF COURSE

Recreation and Parks Director Gary Fenton stated that Bradford Creek Public Golf Course (Course) has been a component of our City's operations since December 1999, when it became City-owned and operated. The original hope was through its revenues the operation of this golf course would cover its direct expenses and the debt service that it had at that time. During these last 16 years, there has been some fiscal years that the Course covered its direct cost and if not all, a very significant portion of its debt service. However, like many golf operations, both locally and across the nation, the Course has encountered its share of operational challenges since then.

Director Fenton stated that the economic conditions impacted the players' ability to pay greens fees. There was some decline in play nationally simply because the game requires a significant amount of time and an increasingly hurried environment and numerous instances of unfavorable weather conditions. Obviously, the community encountered some extremely unfavorable conditions recently. The area where the Course is located was under the mandatory evacuation order and sustained substantial flooding on the front nine holes. All of the holes in proximity to the creek, holes 2-9 plus 15-16, are underwater. There was no flooding in the clubhouse and a few holes.

Director Fenton reported that according to the greens superintendent, there could be greens damage depending on the length of time that they remain flooded and the temperature of the water during the flooding. The damage will be assessed at a later time. Fortunately, the City's insurance includes coverage for loss of business and some of the revenues unrealized will be recovered due to the closing of the Course for some time.

Director Fenton stated that unlike private golf operations, the operation at the Course seeks to introduce golf to a variety of audiences. While the focus must be always be on an 80% minimum recovery of direct expenses, staff also seeks to make the Course accessible to a variety of populations including youngsters and those with disabilities. In fact, the City recently received a \$35,000 grant from the Vidant Foundation that will enable the City to acquire two paramobiles. These will provide more participation by people, who are primarily wheelchair bound and/or with other mobility problems. They will also be used for fishing, archery and other activities requiring someone to stand.

Director Fenton stated that for several years, staff has been targeting an 80% recovery of the golf operations. For \$900,000 in expenditures that would mean a recovery of \$720,000 in golf course revenues. The Course was not always able to hit that 80% and last year was particularly difficult. There was a subsidy of \$224,000, which represented a 74% recovery.



Staff continues to plan and promote a variety of special programs and events at the Course. The City's golf operations are a very important part of its recreation and parks system. Staff has been reduced at the Course from 8 to 5.

Director Fenton stated that staff has been considering and investigating other ways of operating the Course and is open to any kind of plan including management by an outside organization or a management company. Finding a company willing to actually consider the Course as a possible operation site will require a Request For Proposal (RFP).

Council Member Connelly stated that the purpose of placing this item on the agenda was to review the numbers. A newsletter for the Course indicated that the revenues for July 2016 were \$58,341, but the City's target was \$79,083, which was \$21,000 less than the City's target. His concern is that the rounds of golf are down 23% from last year at this time for the exact same month. That is an indication that people are not patronizing the golf course like they were a year ago. He has a sister who is a professional golfer and will not stay off a golf course because it is 94 degrees.

Council Member Connelly stated that the August 2016 revenue target was \$72,127 and \$58,498 was brought in, which was another loss. The next month the Course was down 25% from the previous year as well. He realizes that there are a lot of great things going on at the Course, but they cost the City's taxpayers' money. He is not trying to shut down the operation, but something must change to bring people to the Course.

Council Member Connelly recommended that the City Council should direct staff to do a RFP for a firm to handle the management at the Bradford Creek Public Golf Course.

Mayor Thomas asked if the City changed its marketing asset recently.

Director Fenton responded that reorganization is being done in the Recreation and Parks Department. A marketing position will replace the previous part-time position. Golf will be a high priority for that position and marketing is an important component.

Council Member Connelly asked about the cost for maintaining the separate greens for foot golfers.

Director Fenton stated that foot golf was a very low investment from the beginning. The City could not really lose any revenue. Mowing the fairway is all that is involved for foot golf.

Council Member Connelly stated that it might not be the City's best interest, if a lot of fees are associated with foot golf and it is costing more money to offer that program.

Motion was made by Council Member Connelly and seconded by Mayor Pro-Tem Smith to direct staff to develop a Request For Proposal for the management of the Bradford Creek Public Golf Course. Motion carried unanimously.



DISCUSSION REGARDING THE CONSTRUCTION OF A PEDESTRIAN BRIDGE AND BOARDWALK FROM THE TOWN COMMON TO RIVER PARK NORTH

Council Member Mercer stated that the Town Common Master Plan, Tar River Legacy Plan, and Horizons 2026 Greenville's Community Plan call for a pedestrian bridge. All of these plans have had much public input and the meetings about them have been well attended. The City wants people to work and to live in the uptown area. This can be one important draw for young professionals and retirees and to give citizens better access to the City's incredible 450-acre park on the other side of the Tar River, which will serve thousands of people for many years to come. The funding is the key. There are significant Federal dollars and private support that can help make the project feasible and the City Council should always look to leverage the City's money.

Council Member Mercer read the following letters from Thomas Taft, Jr and Executive Director Harrison Marks of Sound Rivers and an email from Uptown Greenville Executive Director Bianca Shoneman:

"COPIES"

Letter From Thomas F. Taft, Jr.

To citizens, staff, and elected officials,

Greenville is a vibrant city with the claim it is the capital of Eastern North Carolina. To that end its time that we begin to think about how that manifests itself physically. We certainly have some recognizable features including; Dowdy-Ficklen Stadium, the County Courthouse, and the soon to be complete twin towers at Vidant. However, we don't have anything that really stands out as a distinctive symbol or our growth and commitment serving the residents of the region.

I firmly believe that a signature pedestrian bridge can be that symbol. All over this country, bridges of all types become a symbol of a city's growth and desire to be looked upon admiringly. I give the examples of Chattanooga, TN, Greenville, SC, and even though it is not a strictly a pedestrian bridge, Charleston, SC. These bridges can be used as an example of public and private interests cooperating to create something truly special.

I believe in this so much that I've volunteered my personal time to lead a fundraising effort for a signature, pedestrian bridge across the Tar River from Town Commons to River Park North. This would open up acres of greenspace by foot to the citizens of Greenville and beyond. Where else can you increase the usable amount of a pedestrian accessible park by a factor of 10, simply by linking it through a foot-bridge.

This will be a grand undertaking by all parties involved, but is achievable if we all work together in a cohesive and directed effort.

Respectfully,

Thomas F Taft Jr



Letter From Harrison Marks



October 17, 2016

Calvin Mercer, City Councilman
City of Greenville

Dear Calvin:

This is a letter of support for the idea of a pedestrian bridge as generally conceived and discussed so far. Sound Rivers will be interested in and monitor the final design and placement of any bridge just as we do any development which has the potential to impact water and ecosystem health.

Sound Rivers is a 501(c)3 non-profit dedicated to protecting, preserving and enhancing water quality in the Tar-Pamlico and Neuse River basins. We were incorporated in 1981 and maintain three Riverkeepers to represent the public's interest in our water resources throughout the region. We believe that taking steps to broaden the public's exposure and awareness of our river resources will create an even larger base of people who recognize and support the need for commonsense protections for our natural resources, specifically our rivers and creeks.

Sound Rivers supports Greenville's Tar River Legacy plan, and is excited about the various ideas to realize the great potential of the Tar River to boost the City's quality of life. A pedestrian bridge connecting Town Common with River Park North is an exciting idea and will expand the notion of public space for the City. A pedestrian bridge will bring more people in touch with the power and beauty of the river that has helped shape the City of Greenville's history.

Water forms the basis for life and, too often, we ignore or even mistreat the rivers that enable the growth of our communities. From a conservationist standpoint, the more people that come to know our rivers, the more people who will join in the fight to protect these precious public assets. Please feel free to share our thoughts on this subject.

Our support and endorsement does come with a qualification in recognition that the design, engineering and construction of this bridge must take into consideration several factors:

- As events of the past week demonstrate, the Tar River in Greenville will experience major flooding from time to time, and the bridge must be designed to withstand or accommodate floods without exacerbating the flood or being damaged as a result.
- The construction of the bridge and associated walkways must be designed in a fashion so as to minimize environmental impact, particularly on the north side of the Tar, and must comply with all state and federal rules and keeping the existing riparian buffer rules in the design.

Thanks to far-sighted citizens and public leaders for envisioning ways to take advantage of our natural resources in a sustainable way, and leading the effort to turn vision into reality.

Sincerely,

Harrison Marks
Executive Director



P.O. Box 1854
Washington, NC 27889



New Bern (252)637-7972 – Raleigh (919)856-1180 – Washington (252)946-7211



Email From Bianca Shoneman

Email of today from Uptown Greenville
Calvin,

Thank you for contacting us about tonight's agenda item, discussion regarding the construction of a pedestrian bridge and boardwalk from the Town Common to River Park North.

Our board is supportive of advancing a contract to review the feasibility of connecting River Park North to the Town Common.

Please let me know if you have any questions and thank you for all you do.

Bianca Shoneman
President
Uptown Greenville

"END COPIES"

Motion was made by Council Member Mercer and seconded by Council Member Godley to take the next step to explore a public-private partnership for a pedestrian bridge and boardwalk from Town Common to River Park North.

Council Member Godley stated the pedestrian bridge and boardwalk were discussed at the City Council's Planning Session in January. Staff will provide information regarding the potential for some serious funding to minimize the financial impact that the City of Greenville would have to put up for this project. Citizens love ECU's football and the Dowdy-Ficklen Stadium, but if Greenville is going to become the premiere city in Eastern North Carolina, it must simultaneously improve its quality of life and economic and private sectors. Having some staple attractions would enable businesses to be able to sell Greenville as it recruits families of four from other sides of the State and retains students.

Public Works Director Kevin Mulligan stated that staff submitted this project as part of the State Transportation Improvement Program. A project worth \$2.83 million project was submitted, the Federal commitment would be \$2.26 million and the City's commitment would be under \$600,000. The Federal dollars would take care of the design, construction, and some environmental analysis. \$2.6 million for the original project only is available thru a Federal grant.

Director Mulligan stated that the project that was originally submitted for the grant is an attachment to Greene Street heading north along Greene Street and north of the electrical easement, and east toward River Park North.

Mayor Thomas asked about other projects that would qualify for the grant.



Director Mulligan responded that roadway, greenway, port, bridge, and airline projects would also qualify for the grant.

Mayor Thomas stated that this money cannot be substituted to build roads.

Director Mulligan stated this money is only for this greenway/bridge project. The Metropolitan Planning Organization feels that this is one of the highest ranking and successful projects for being funded.

Council Member Smiley stated that the City submitted a wide range of transportation/infrastructure projects as ideas, but the greenway/bridge project is what the government was most interested in funding.

Council Member Mercer stated that a pedestrian bridge can be built from Town Common to River Park North. To commission an analysis in the amount of \$500,000 for such a bridge would involve input from the public.

Council Member Mercer stated the reason to move to the next item for the analysis is Thomas Taft, Jr. has been waiting for 1-2 years to go out and raise money. The City Council's discussion will give him the go ahead to see what kind of private contribution the City can receive for this public-private partnership.

After discussion, the motion was withdrawn by Council Members Mercer and Godley in order to discuss the contract amendment for the active Transportation Master Plan. The motions for these two items will be done together.

CONTRACT AMENDMENT FOR THE ACTIVE TRANSPORTATION MASTER PLAN (ALTA PLANNING + DESIGN, INC.)

Public Works Director Kevin Mulligan stated that staff this is seeking an amendment to the contract for the Active Transportation Master Plan, which Alta Planning + Design, Inc. (Alta Planning) is doing in the Metropolitan Planning Organization (MPO) region (including Greenville, Winterville, Ayden Simpson, and Pitt County). Alta Planning is looking at greenways, bicycling, pedestrians, sidewalks, and is updating current planning for the MPO. That current cost is approximately \$140,000 of which the City is responsible for about \$17,000.

Director Mulligan stated this request is for an additional \$25,000 and 80% of that cost is Federally-reimbursable, making the City's net cost \$5,000. The City will receive the following:

- Day One – Site tour and analysis - Stakeholder meeting with appropriate City, State, and local staff to discuss the visions for the bridge. Initial sketch work to be performed.



- Day Two – Charrette-style discussion, sketching and photo-simulations of bridge alternatives - Stakeholders can come and go as they please. There will be a couple more formal sessions during the day to discuss early ideas and recommendations. By end of day, consultant will receive reaction to the drafts from stakeholders.
- Day Three – Present concept graphics to general public invited for half day - Closing meeting in the afternoon with stakeholder group to tweak final graphics/renderings. With the direction received, Alta staff can make tweaks and complete cost estimates and memorandum in the following weeks.

City Manager Lipscomb stated that in November, the City Council will also receive a schematic design from Rhodeside & Harwell. The two designs should be compatible.

Director Mulligan stated that can be done.

Council Member Mercer stated that from the very beginning of the Town Common Legacy Plan, he made Mr. Rhodeside aware of the bridge possibility. There needs to be close coordination and communication about the two designs.

Motion was made by Council Member Mercer and seconded by Council Member Godley to move forward with the recommendations of staff for this item and the previous item on the agenda.

Council Member Connelly stated that he is fine with this \$5,000 study. At this time, there is a flooded section in the City and he would like money to go towards planning a way to control the City's water stream, but that is not an option.

There being no further discussion, the motion passed unanimously to move forward with to move forward with the recommendations of staff for this item and the previous item on the agenda.

CITY OF GREENVILLE'S FUNDING COMMITMENT FOR THE ARLINGTON BOULEVARD SAFETY AND IMPROVEMENTS PROJECT AND THE TOWN COMMON TO RIVER PARK NORTH GREENWAY CONNECTION PROJECT

Public Works Director Kevin Mulligan stated that the North Carolina Department of Transportation (NCDOT) is requesting a resolution indicating the City Council's support for the Town Common Pedestrian Bridge and the Arlington Boulevard Safety and Improvements projects. The resolution should further indicate that the City Council is committing to the City's share of funding for the following:

- River Park North to Town Common Greenway Connector Project. This project would construct a greenway trail over the Tar River. Estimated total project cost is \$2,830,000 with the City of Greenville's commitment being



\$566,000.

- Arlington Boulevard Safety and Improvements Project (from Old Firetower Road to West 5th Street/NC43). This project would widen the existing cross section, construct a median along Arlington Boulevard with dedicated left and right turn lanes in selected locations, provide dedicated bicycle lanes, construct sidewalks on both sides of the roadway, realign Red Banks Road intersection to facilitate a safer north-south movement along Arlington Boulevard, and incorporate bus pull-out bays at appropriate locations. Estimated cost is \$40M with the City of Greenville commitment being \$8M.
- Currently, these projects are unfunded. A critical part of the process to obtain the 80% funding is for the City to officially recognize its financial commitment by providing evidence in the form of a resolution of commitment to provide funds for the required 20% for greenway projects or other transportation projects that require a 20% local match.

Director Mulligan stated that before the City finalizes on the Arlington Boulevard improvement projects, there is another option. The City submitted a project description that is ranked very well in the Standard Transportation Improvement Program, but the City has not designed the project. So to commit \$8 million to an undesigned project is a challenge. As an alternative to providing a letter of commitment to NCDOT for funding 20% of the costs associated with the design, property acquisition, and construction of the Arlington Boulevard Safety and Improvements Project, a request to perform only a feasibility study could be submitted.

Director Mulligan stated that the City would be responsible for 20% or approximately \$40,000 of the cost of the feasibility study. Information was received today that the State is actually advancing and funding an express or pre-conceptual design for Arlington Boulevard. The City would take that design, but since it is a City road, the City would go to the public to get some feedback.

Council Member Connelly asked about the projected build-out for the Arlington Boulevard project.

Director Mulligan responded that the City is looking at a commitment for 10 years from now. The express design would probably get the City a better cost estimate. There are a couple of avenues that the City should further explore on Arlington Boulevard as the express design is being done. The recommendation is to let the NCDOT run with the express design.

Director Mulligan stated that regarding the Town Common Pedestrian Bridge, a commitment of \$566,000 toward the greenway project is being requested.



Motion was made by Council Member Smiley and seconded by Council Member Connelly to accept the Public Works Director's recommendation to refer Arlington Boulevard back to the North Carolina Department of Transportation's express design for reranking in the State Transportation Improvement Program at a later date. Motion carried unanimously.

Motion was made by Council Member Smiley and seconded by Council Member Godley to commit to a 20% match on the Town Common to River Park North Greenway Connection Project, if funded by the Federal government.

Mayor Thomas stated that now the City is going from committing \$5,000 to committing \$600,000. Mayor Thomas asked why the City is being required to do that.

Director Mulligan responded that this project appears very likely to be funded. The State does not want to assign points to a project that will get funded, but has no local support.

Mayor Thomas stated that the City Council walked through the progression that the only solid number is it will cost the City \$5,000 to get a study and anything beyond that is just guessing. But now, the City Council is being told that the City is the only one having to commit close to \$600,000 minimum. That does not go away and it is different.

Council Member Smiley stated that this is not a commitment to the larger bridge project, which is subject to a good deal of private fundraising. This is a commitment to accept 80% funding that the Federal government is offering for an addition to the greenway.

Council Member Connelly asked if the City makes this commitment, the NCDOT awards the funding and the City decides to make a different bridge and conceptual design and want to use those funds to build this \$8 million bridge, how long will be the funds be available to be used by the City.

Director Mulligan responded that if this project scores well, which is anticipated, and then it is ranked and funded, the City can then designate probably within a 5 to 7-year window how quickly it wants those funds or to push the project off.

Mayor Pro-Tem Smith stated that there are funds for greenways as part of the vote on the bond - \$750,000 is allocated to be used for future greenway projects. This is a future greenway project so those dollars could be used toward the bridge.

City Attorney David Holec stated that the vote on the bond was for greenways. Council Member Smiley stated that some of the advertisement referenced potential greenways to the East. But, it was clear that it was also marketed as local match for additional greenway funds that the City would hope to get in the future.

Mayor Thomas asked how long is that available indebtedness at that rate and is it logged in at this point.



City Attorney Holec responded the City has not proceeded with the sale of the bond. The City Council has the authority and there is a number of years that is available, which is seven years.

City Attorney Holec stated that NCDOT is looking for this particular resolution. For an amendment, the City Council would need to adopt the resolution related to the commitment for the greenway project and to include using the bond money committed for greenways as a potential funding source.

There being no further discussion, Council Member Smiley amended his original motion to add the use of bond money as a potential funding source and restated the fully amended motion as: Motion was made by Council Member Smiley and seconded by Council Member Godley to commit to a 20% match, potentially using recently passed bond funds, on the Town Common to River Park North Greenway Connection Project, if funded by the Federal government. Council Member Connelly accepted the amendment and the motion passed by unanimous vote.

DISCUSSION OF MODIFICATION TO THE UPTOWN GREENVILLE CONTRACT

This item is tabled for discussion at the Thursday night meeting.

PURCHASE OF REAL PROPERTY LOCATED AT THE SOUTHWEST CORNER OF THE INTERSECTION OF NC43 NORTH AND USS 264 BYPASS FOR THE DEVELOPMENT OF A NEW GREENVILLE UTILITIES COMMISSION OPERATIONS CENTER

City Manager Lipscomb stated that for some time now, the Greenville Utilities Commission has planned to move its operations center, which they could not operate out of during the recent hurricane. This item was moved from under the Consent Agenda for the October 20, 2016 City Council meeting for the City Council's consideration this evening.

Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Connelly to authorize the purchase of said real property including the execution of other related closing documentation. Motion carried unanimously.

ACQUISITION OF PROPERTY FOR THE GREENVILLE PUBLIC SAFETY ANNEX

City Manager Lipscomb stated that this item is related to the contract to purchase property located at 5300 Northland Drive for \$1.3 million, which will serve as an office and storage building for the Greenville Police and Fire/Rescue Departments. The purchase is to be financed by an installment purchase agreement. This item was moved from under the Consent Agenda for the October 20, 2016 City Council meeting for the City Council's consideration this evening.

Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Connelly to proceed with the property purchase. Motion carried unanimously.



APPROVAL OF RIVER PARK NORTH ENVIRONMENTAL EDUCATION SHELTER GRANT APPLICATION

City Manager Lipscomb explained that this item is time sensitive so it was moved from the agenda for the October 20, 2016 City Council meeting for discussion at tonight's meeting.

Director of Recreation and Parks Gary Fenton stated that recently, Love a Sea Turtle (L.A.S.T.) learned of an opportunity through the Smithfield Foundation to apply for a grant up to \$500,000 to build an environmental education shelter at River Park North. The shelter could be used by the Recreation and Parks Department as well as L.A.S.T. for its environmental education programs offered to area youth during the summer months. Since the facility would ultimately belong to the City of Greenville, staff is seeking the City Council's approval to submit an application for the grant.

Director Fenton stated that these projects must be environmentally oriented. Although the grant requires no local match, it does require that the project be completed and paid for by the grant recipient with reimbursement to follow. Since the grant could be as much as \$500,000, if received, the City would have to provide an upfront appropriation in the amount of \$500,000 for project expenses. A letter of intent had to be submitted by September 30, 2016. The actual application is not due until November 10, 2016. Staff is requesting the City Council's approval for staff, in conjunction with L.A.S.T., to apply for this grant and agree to appropriate up to \$500,000 reimbursable dollars from general revenues, if the City receives the grant.

Motion was made by Council Member Godley and seconded by Council Member Smiley to apply for a Smithfield Foundation grant for the construction of an outdoor environmental education shelter and agree to appropriate up to \$500,000 from general revenues, should the grant be received. Motion carried unanimously.

CITY MANAGER'S REPORT

City Manager Lipscomb stated that the City Council should formally schedule its meeting for Thursday, October 20, 2016, at 6:00 p.m. in the Council Chambers at City Hall to consider items, which were previously placed on the agenda for the postponed October 10, 2016 meeting and not acted upon this evening.

Motion was made by Council Member Smiley and seconded by Council Member Godley to formally schedule the October 20, 2016 City Council meeting to consider items, which were previously placed on the agenda for the postponed October 10, 2016 meeting and not acted upon at the October 17, 2016 meeting. Motion carried unanimously.

City Manager Lipscomb thanked everybody for their marvelous performance and support at the Emergency Operations Center (EOC). She stated it was a difficult time and staff was



unaware of what they would be facing, due to her request to open the EOC for the first time as a trial and having a real live situation instead.

COMMENTS BY MAYOR AND CITY COUNCIL

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

CLOSED SESSION

Council Member Godley 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)(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 Smiley seconded the motion, which passed by unanimous vote.

Mayor Thomas declared the City Council in closed session at 10:08 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 Council Member Godley and seconded by Council Member Glover to return to open session. Motion was approved unanimously, and Mayor Thomas returned the City Council to open session at 10:30 p.m.



ADJOURNMENT

There being no further business before the City Council, motion was made by Council Member Glover and seconded by Council Member Godley to adjourn the meeting. Motion carried unanimously, and Mayor Thomas declared the meeting adjourned at 10:31 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
THURSDAY, NOVEMBER 10, 2016



A regular meeting of the Greenville City Council was held on Thursday, November 10, 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 pm then 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 Lipscomb noted the need to add consideration of the authorization to sell 1203 Davenport Street, which was continued from Monday's meeting.

Upon motion by Mayor Pro-Tem Smith and second by Council Member Glover, the City Council voted unanimously to approve the agenda as amended.

PUBLIC COMMENT PERIOD

Mayor Thomas opened the public comment period at 6:04 pm, explaining procedures which should be followed by all speakers.

Corey Bennett – 3325 E. 10th Street, #103

Mr. Bennett stated he is a student at East Carolina University (ECU) and he loves Greenville. He was appalled at a recent presentation on fluoridated water. Scientists across the globe do not believe fluoride should be in drinking water. He presented the City Council with a



number of supporting documents identifying the various side effects of having fluoride in drinking water, along with a petition bearing 542 signatures requesting that fluoride be removed from Greenville's water.

Uriah Ward – 218 Stancil Drive, B12

Mr. Ward, Executive Director of New Greenville, spoke in support of the Environmental Advisory Commission's (EAC) resolution discouraging the use of single-use plastic bags.

Jae Yoon – 102 Bishop Drive – Winterville

Mr. Yoon, a 6th grade student at Hope Middle School, spoke in support of the Environmental Advisory Commission's (EAC) resolution discouraging the use of single-use plastic bags.

Daniel Hemme – 3921 Nantucket Road #B

Mr. Hemme, an attorney and President of Love a Sea Turtle, spoke in support of the Environmental Advisory Commission's (EAC) resolution discouraging the use of single-use plastic bags.

Ann Maxwell – 1506 E 5th Street

Ms. Maxwell spoke in support of the Environmental Advisory Commission's (EAC) resolution discouraging the use of single-use plastic bags.

Chad Carwein – 2817 Jefferson Drive

Mr. Carwein, Sustainability Manager for ECU, spoke in support of the Environmental Advisory Commission's (EAC) resolution discouraging the use of single-use plastic bags.

John Joseph Laffiteau – Rodeway Inn & Suites, Rm 253

Mr. Laffiteau addressed a personnel matter at Sheppard Memorial Library in which he feels his behavior was mischaracterized and requested that library staff voluntarily submit to a lie detector test, along with himself, so the matter might be resolved.

Dr. Yoshi Newman – 214 Quail Hollow Road

Dr. Newman spoke in support of the Environmental Advisory Commission's (EAC) resolution discouraging the use of single-use plastic bags.

Brenda Diggs – No Address Given

Ms. Diggs spoke in support of the Environmental Advisory Commission's (EAC) resolution discouraging the use of single-use plastic bags.

John Darrow – PO Box 328

Mr. Darrow spoke in support of the Environmental Advisory Commission's (EAC) resolution discouraging the use of single-use plastic bags.



Atilla Nemen – No Address Given

Mr. Nemen, President of Pamlico-Albemarle Wildlife Conservationist, spoke in support of the Environmental Advisory Commission's (EAC) resolution discouraging the use of single-use plastic bags.

Eva Woods – No Address Given

Ms. Woods spoke in support of the Environmental Advisory Commission's (EAC) resolution discouraging the use of single-use plastic bags.

Lee McLawhorn – No Address Given

Mr. McLawhorn spoke about the Environmental Advisory Commission's (EAC) resolution discouraging the use of single-use plastic bags, suggesting there are a number of ways to resolve the issue and perhaps another consideration might be on the supply side. He noted Aldi Stores as an example. They do not provide plastic bags and encourage shoppers to bring reusable bags by charging 10¢ each for paper bags.

There being no one else present who wished to address the City Council, Mayor Thomas closed the public comment period at 6:33 pm.

SPECIAL RECOGNITIONS

SUSAN BASS – POLICE DEPARTMENT RETIREE

City Manager Barbara Lipscomb, along with Mayor Thomas and Chief of Police Mark Holtzman, recognized Lieutenant Susan Bass of the Police Department on the occasion of her retirement from the City. She read and presented her with a plaque commemorating 29 years and 6 months service, noting that Ms. Bass will continue working as a Reserve Officer.

JOE FRIDAY, JR. – POLICE DEPARTMENT RETIREE

City Manager Barbara Lipscomb, along with Mayor Thomas and Chief of Police Mark Holtzman, recognized Sergeant Joe Friday, Jr. of the Police Department on the occasion of his retirement from the City. She read and presented him with a plaque commemorating 25 years and 7 months service.

GREENVILLE NORTH STATE 11-YEAR OLD ALL-STAR BASEBALL TEAM – STATE CHAMPIONS

Mayor Thomas recognized and congratulated the members of the North State State Champion 11-year old All-Star Baseball Team: Players Chase Anderson, Thomas Barrett,



Ashton Byars, Joseph Byrne, Will Casey, Cash Daniels Moye, Drew Fields, Cameron Greenway, Carson Hardee, Brice Jackson, Matthew Mathias, Daniel Paciullo and Daniel Winder, Manager Mike Vaughn and Coaches Jake Allen and Brian Fields.

APPOINTMENTS

APPOINTMENTS TO BOARDS AND COMMISSIONS

Historic Preservation Commission

Mayor Pro-Tem Smith continued the appointment for David Hursh's seat.

Human Relations Council

Council Member Glover made a motion to appoint Lomax Mizzelle to an unexpired term that will expire September 2017, in replacement of Inez Dudley, who had resigned; appoint Rod Debs to a first three-year term that will expire September 2019 in replacement of Lloyd Horton, who was no longer eligible to serve; appoint Seok Yoon to a first three-year term that will expire September 2019 in replacement of Byung Lee, who was no longer eligible to serve; appoint Antonio Milton to an unexpired term that will expire September 2018 in replacement of Jake Srednicki, who had resigned; appoint Jessica Stokes to a first three-year term that will expire September 2019 in replacement of Bonnie Snyder, whose term had expired; appoint Emmet Sarkorh to a first one-year term that will expire October 2017 in replacement of Ritvik Verma, who did not wish to seek an additional term and to continue all remaining appointments. Council Member Godley seconded the motion, which carried unanimously.

Investment Advisory Committee

Council Member Connelly continued the appointment for Cameron Evans' seat.

Pitt-Greenville Convention & Visitors Authority

Council Member Glover made a motion to appoint Tyler McDowell to an unexpired term that will expire July 2017 in replacement of Ron Feeney, who resigned. Council Member Smiley seconded the motion and it carried unanimously. Council Member Glover continued all remaining appointments.

Police Community Relations Committee

Council Member Smiley reappointed Greg Rubel to a first two-year term that will expire October 2018.

Council Member Mercer reappointed Diane Kulik to a second two-year term that will expire October 2018.



Mayor Thomas reappointed Jermaine McNair to a second two-year term that will expire October 2018.

Public Transportation & Parking Commission

Council Member Smiley continued the appointment for Will Russ' seat.

Redevelopment Commission

Mayor Pro-Tem Smith continued the appointment for Angela Marshall's seat.

Council Member Mercer made a motion to appoint Judy Wagner to a first and final five-year term that will expire November 2021 in replacement of Judy Siguaw, who was no longer eligible to serve. Council Member Godley seconded the motion and it carried unanimously.

Youth Council

Council Member Mercer continued all appointments.

RECOMMENDATION OF NAMES FOR CITY COUNCIL CONSIDERATION FOR APPOINTMENT TO AN AD HOC STORMWATER COMMITTEE

Upon recommendation by the Public Works Department, motion by Council Member Mercer and second by Council Member Smiley, the City Council voted unanimously to appoint Bill Clark, Jeff Aldridge, Donnie Brewer, Michelle Clements, Drake Brinkley, Beth Ward, Carolyn Glast, Joni Torres and Lisa Sasser to the Ad Hoc Stormwater Committee.

NEW BUSINESS

PUBLIC HEARINGS

CONTRACT FOR SERVICES WITH THE GREENVILLE-PITT COUNTY CHAMBER OF COMMERCE

Economic Development (ED) Manager Roger Johnson and Greenville-Pitt County Chamber of Commerce (Chamber) President Leo Corbin presented the annual program of activities which the City and the Chamber have agreed upon for the upcoming year. The Chamber will:

- Continue its partnership with the City and other partners with the Greenville SEED (Support Economic and Entrepreneurial Development) Program and help publicize and promote the City's other economic development initiatives and programs
- Coordinate the annual joint appreciation dinner for law enforcement and Greenville Fire-Rescue professionals



- Coordinate the annual Community Unity Breakfast
- Promote and expand the Youth@Work program into the business community
- Partner with the Office of Economic Development to conduct a benchmarking study for local economic development organizational models
- Communicate and support City of Greenville bond referendums

ED Manager Johnson stated this contract represents a continuation of the City's partnership with the Chamber, noting that \$10,000 was authorized for the contract by previous action of City Council in the 2016-2017 Fiscal Year budget.

Mayor Thomas declared the public hearing for the proposed contract open at 7:07 pm and invited anyone wishing to speak in favor to come forward.

Hearing no one wishing to comment in favor of the proposed contract, Mayor Thomas invited comment in opposition. Also hearing no one, Mayor Thomas closed the public hearing at 7:08 pm.

Council Member Godley moved to approve the contract for services with the Greenville-Pitt County Chamber of Commerce and authorize the City Manager to execute same. Council Member Mercer seconded the motion, which passed by unanimous vote.

CONTRACT FOR SERVICES WITH UPTOWN GREENVILLE

Economic Development (ED) Manager Roger Johnson and Uptown Greenville Executive Director Bianca Shoneman reviewed the previous contract between the City and Uptown Greenville and explained what is new in the proposed contract.

Since 2010, the City of Greenville and Uptown Greenville have agreed upon an annual program of activities to be carried out by the Uptown Greenville in an effort to market, support, retain and recruit businesses in the Uptown district. In connection with those services, previous City Councils have authorized funding for agreed-upon activities. In 2010 and 2011, the City authorized \$25,000 annually for the services. In 2012, the amount authorized by City Council was increased to \$50,000 annually, in concert with increased funding by East Carolina University and Vidant.

In the City's 2017-2018 fiscal year budget, \$50,000 was appropriated for Uptown Greenville following the development and execution of a contract for services including:

- Working with the City in areas of business recruitment and retention programs
- Assisting with Uptown beautification programs
- Event organization, promotion, and sponsorship, such as Pirate Fest, Freeboot Friday, Umbrella Market; and assisting the City with the Fall Festival and BMX festival
- Assisting with public input on public infrastructure projects



- Fundraising for specified public infrastructure projects and programs

This represents a continuation of the partnership between the City and the Uptown Greenville organization. Uptown Greenville provides a valuable service to the City and the district. A report will be provided by Uptown on the accomplishments under the contract during FY2016.

ED Manager Johnson noted that, during a City Council meeting held September 8, 2016, staff was directed to review and increase the contract amount with Uptown Greenville. Staff benchmarked other cities, met with Uptown Greenville representatives to negotiate an increased amount of funding and increased the scope of services Uptown Greenville provides.

The result of this process proposed to increase the funding amount by \$50,000 to a total of \$100,000 and increased the scope of work for Uptown Greenville. In effect and if approved, Uptown Greenville will receive an increase in funding of \$12,000 without any additional scope of work in recognition of the value of their existing services, and will receive additional funding of \$38,000 for providing additional services.

The additional services include:

- evaluating the practicality of a Municipal Service District(s) (\$30,000)
- creating (along with GPD) and overseeing a Halloween event in the Uptown area intended to control undesirable activities (\$4,000)
- providing administrative oversight and promoting Greenville Grooves (City will continue to fund entertainment) (\$4,000)

ED Manager Johnson stated \$50,000 was authorized by action of City Council in the FY17 budget. He recommended the City Council consider the proposed changes to the contract for services and direct the City Manager and staff to execute a contract based upon these increases and to explore additional efforts for contract funding with partners such as East Carolina University, Vidant and Pitt County.

Mayor Thomas declared the public hearing for the proposed contract open at 7:17 pm and invited anyone wishing to speak in favor to come forward.

Hearing no one wishing to comment in favor of the proposed contract, Mayor Thomas invited comment in opposition. Also hearing no one, Mayor Thomas closed the public hearing at 7:18 pm.

Council Member Connelly made a motion, seconded by Council Member Mercer, to approve the contract for services with Uptown Greenville for two years at \$100,000 annually, retroactive to September 8, 2016.



Council Member Smiley asked if there was an allocation in the Financial Plan to cover this cost.

Assistant City Manager Michael Cowin stated there is no specific allocation, but there is sufficient balance in the contingency plan to cover the additional \$50,000 for this year and an appropriate adjustment can be made in the upcoming budget process for the additional \$50,000 for next year.

There being no further discussion, the City Council voted unanimously to approve the contract for services with Uptown Greenville for two years at \$100,000 annually, retroactive to September 8, 2016.

OTHER ITEMS OF BUSINESS

(CONTINUED FROM 11/07/16) AUTHORIZATION TO SELL CITY-OWNED PROPERTY AT 1203 DAVENPORT STREET

Mayor Pro-Tem Smith moved to sell City-owned property at 1203 Davenport Street as allowed by North Carolina Session Law 2014-37/HB 1159. Council Member Mercer seconded the motion, which passed by unanimous vote.

FINANCIAL AUDIT FOR THE FISCAL YEAR ENDED JUNE 30, 2016

Michelle Thompson, a Partner with Cherry Bekaert, LLP, explained the role of an auditor and stated that the City of Greenville received an unmodified opinion, which is the highest level of assurance that an auditor can give an entity. The General Fund balance is recorded at \$32 million, which the Financial Services Director will explain in more detail. There is one adjustment in the financial statements, referred to as a Capital Asset Prior Period Adjustment. Last year there was a finding related to capital assets and the City was in the middle of a transition to a new accounting system. There was a tremendous amount of work by the City and they did all the things that were recommended to clean up those records. It resulted in an adjustment, but that was expected. Everything looked really good, and she commended the City for all the work they did to resolve the issue. Ms. Thompson stated the City will receive a letter stating there were no findings on internal controls.

In addition to the financial audit, Ms. Thompson stated they do an audit on the Federal and State Awards received. That audit also received an unmodified opinion with no findings. Major programs tested included:

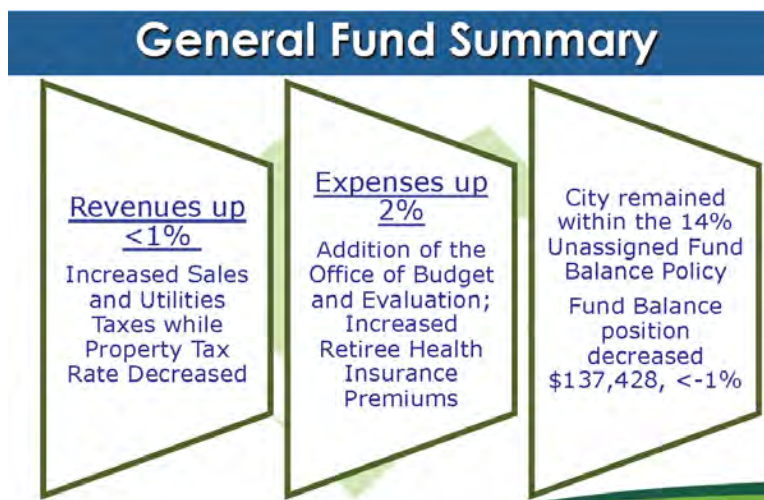


- Federal Transit Grants/Transit Development Program (State)
- Clean Water State Revolving Fund Cluster
- Powell Bill Grant

Ms. Thompson stated that available fund balance is defined by the Local Government Commission (LGC) as total fund balance, less non-spendable funds (funds not in cash form/unavailable), less stabilization by State statute (funds that are not available by State law). This is the calculation used for comparing one city to another and for calculating fund balance percentages. She is happy to report that Greenville had an increase in available fund balance this year of \$5.4 million.

Financial Services Director Bernita Demery noted that the City's unassigned fund balance remained above the City's 14% policy. The difference between revenues and expenses for the year was just slightly above \$137,000 for the year. The total revenue increase for the year was less than 1%, or about \$231,000, which is good considering the penny decrease in the tax rate. The top five General Fund revenues were Property Taxes at 42% (\$32.8 million), Sales Tax at 22% (\$17.3 million), GUC Transfer at 10% (\$7.4 million), Utilities at 9% (\$6.9 million) and Other Revenues at 13% (\$10.2 million).

For every revenue dollar spent, Director Demery stated that 48% goes to Public Safety, 15% to Administrative Departments, 11% to Public Works, 10% to Recreation and Parks, 3% to Community Development and the remaining 13% is used for various other expenses. Delayed expenses for the year include \$1.2 million in lapse salaries and \$1.4 million in unspent capital improvement monies. Director Demery concluded with the following summary information:



Council Member Smiley moved to accept the auditor's opinion, audited financial statements and presentation of the results of operations. Council Member Connelly seconded the motion, which passed by unanimous vote.



TOWN COMMON SCHEMATIC DESIGN AND MASTER PLAN UPDATE

Recreation and Parks Director Gary Fenton stated that earlier this year, the City Council authorized a contract with Rhodeside and Harwell, Inc. (RHI) for the provision of a schematic design and master plan update for renovations at the Town Common. In August, RHI presented various design alternatives during a series of focus group meetings that included members of the City Council and the Recreation and Parks Commission. Additionally, these design alternatives were presented at a public open house. Using input gathered at all of these meetings, RHI has completed a final schematic design and representatives are here tonight to present that design, along with a master plan update. He then introduced Elliott Rhodeside and Ron Sessoms of RHI.

Mr. Rhodeside stated RHI has been honored to work with the City on its Town Common Master Plan and previously on the Tar River Legacy Plan. He feels the work presented tonight will be inspirational and transformative, and serve as a jump starter for economic revitalization of the uptown area and for increased pride in the City.

Mr. Rhodeside reviewed the series of meetings held in August, which provided an opportunity to engage City staff, community stakeholders and the community at large in discussions intended to identify key issues, challenges and opportunities and to review initial design ideas and alternatives. Two concept alternatives were presented:



Community feedback focused on a number of desirable key elements that were present in both designs:



- Use of the Sycamore Hill Memorial Baptist Church (SHMBC) commemorative location as an entry point
- An active, living shoreline
- A programmatic gateway/front porch
- Games, activities and natural play areas
- Reduced impervious surfaces

Important aspects of the SHMBC Commemorative that were agreed upon included:

- Use of a tower form to best reflect historical importance
- Emphasis on the African American History in Greenville
- Use of stained glass to provide a strong, visual impact
- Use of interactive historical elements to best educate
- Garden spaces to create a reflective environment
- Proximity to the Civic Building would be an asset

Other desired features with differing views on location included a civic building, an amphitheater/entertainment area and activity/play zones.

City staff identified Concept A as the preferred alternative, with the following refinements:

- Relocate the Civil Building to a location near 1st and Washington Streets
- Include interpretive walls, sycamore tree groves and commemorative gardens at the SHMBC Commemorative area
- Relocate the amphitheater/event lawn to the west side of the park and incorporate a moveable stage
- Include a multi-purpose field/great lawn

Mr. Sessoms stated the Town Common will be a park that will attract all residents of the City and discussed various individual elements within the park:

- SHMBC Commemorative Tower and Plaza
- Civic Building and Event Lawn
- Flexible Plaza Space
- Interactive Water Feature and Skating Rink
- Gateway Feature
- Farmers Market/Food Truck Area
- Restrooms
- On-Street Parking (including ADA spaces)

Mr. Sessoms also talked about the various uses for different areas of the park and special features within those areas:

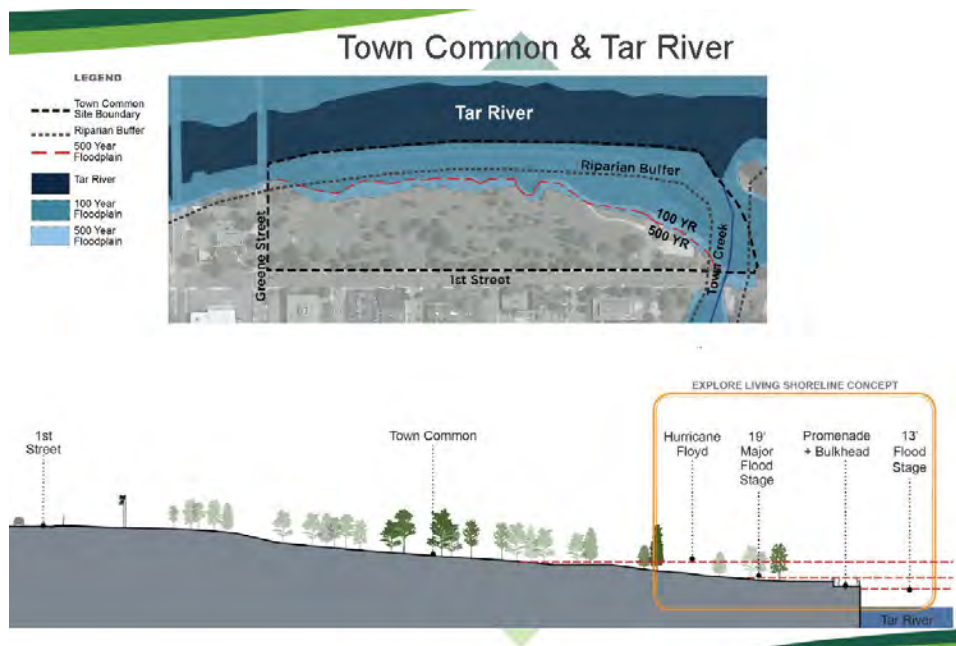
- A place for history, storytelling and commemoration
- A place for commerce, culture and play



- A place for entertainment, celebration and gathering
- A place for observation and individual pursuits
- A place for recreation, relaxation and informal events
- A place for environmental stewardship and river access
- A place to celebrate native plantings
- A place to celebrate history and the river

Mr. Sessoms stated they have made every effort to insure all programmatic elements are outside the 500 year flood plain with significant elements being located in the upland areas of the park. He then introduced Michelle Clements, of The East Group, to provide a more detailed discussion.

Ms. Clements discussed various environmental elements and their impact on park land, showing an illustration which depicted the 100 year and 500 year flood plains, and how the park was impacted by flooding following Hurricane Floyd in 1999. She noted this was a similar impact to the flooding which followed Hurricane Matthew just last month.



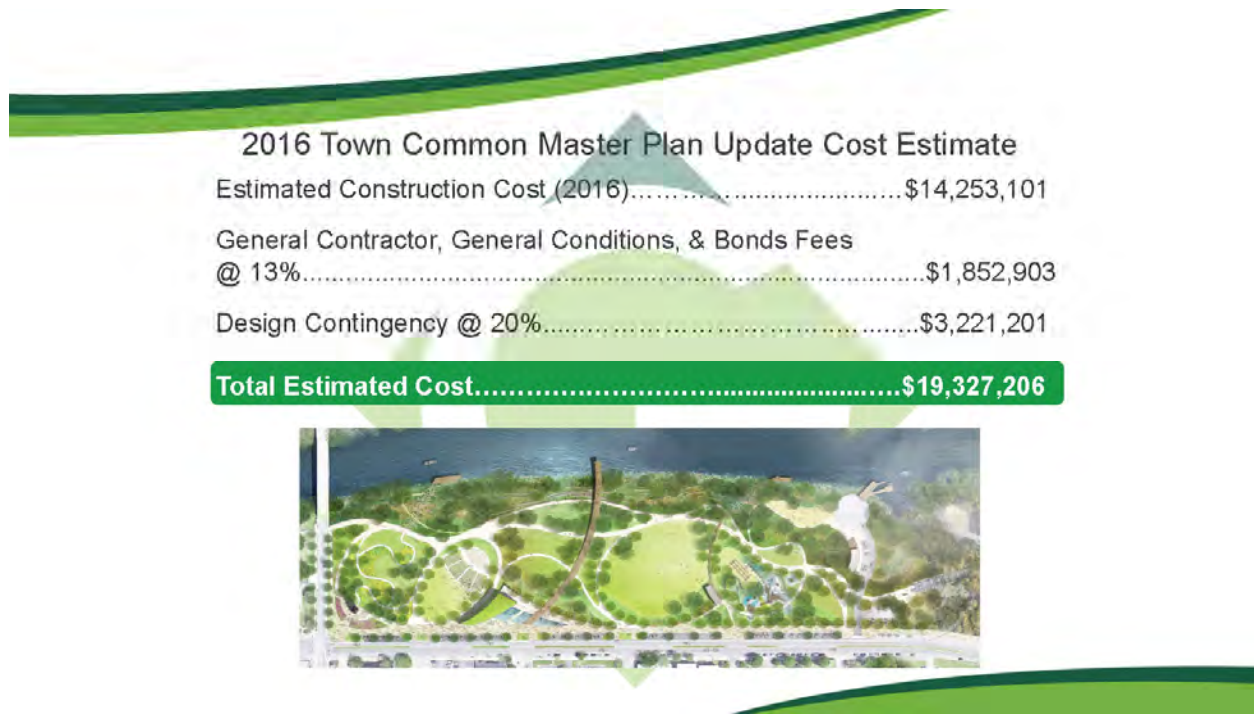
Ms. Clements cautioned that the Tar River is a dynamic river and there are some factors warranting consideration. It is moving and fluctuating on a daily basis, yet there are times in the summer when the flow stops. The velocity and flows can get high, so structural integrity of anything located next to the river is important. The team is designing so that anything located in this area can sustain being flooded.

Ms. Clements discussed the importance of having a Living Shoreline:



- Natural bank stabilization techniques to protect the shoreline and maintain habitat that uses a combination of structural and organic materials
- Incorporates wetland plants, submerged aquatic vegetation, fiber logs, sand fill and stones
- Creates a natural buffer
- Provides land to water access for people, animals and plants
- Normally more cost effective than structural stabilization

Mr. Sessoms then discussed the total cost estimate for the 2016 Town Common Master Plan update as shown below:



Mr. Harwell discussed possibilities for public-private partnerships and fundraising opportunities to cover all or part of the cost associated with various park features and described ways in which construction of various segments of the park could be phased in so that cost can be managed and spread over a period of time.

Mr. Harwell introduced Lee McLawhorn, who discussed plans for the SHMBC Commemorative Tower to be located in the southwestern corner of the park in the general area of the original church. From the public interest meetings, it was apparent that the commemorative tower must carry a level of familiarity to the original tower for those who can remember it. The team went through a number of design iterations before ultimately developing a model which generally seems to satisfy community needs. In addition to being a familiar form to recall the original structure, the design needed to incorporate



materials befitting a monument and a church. It needed to honor and memorialize a community. The design needed to integrate the memorial with the Town Common. Ultimately, this was the design selected:



Mayor Thomas thanked all involved in this process for an excellent presentation and stated he feels the SHMBC Commemorative Tower will become a catalyst corner of the park; however, he expressed concern about the safety of the living shoreline and removing the bulkhead due to children playing and exploring near the water's edge.

Council Member Godly stated that earlier this year, he'd asked Council Members to Google Greenville and noted the lack of a recognizable landmark. Search results yielded everything from a water tower to Petey the Pirate. He feels this commemorative tower is a fantastic place to start a new landmark for Greenville.

Council Member Mercer asked, with regard to the phasing in of various elements of the park, is the City married to doing those elements in a specific order.

Mr. Harwell stated the various phases could be constructed in whatever order the City Council deemed appropriate.

Director Fenton stated that adopting a master plan is a great help in the pursuit of grand funding, but doing so does not mean the plan is set in stone. It does not guarantee that all features of the plan will be built as shown. The City has the latitude to do some elements, but not others, or to do modified versions of what is shown in the plan.



Council Member Glover acknowledged the presence of representatives from Sycamore Hill Memorial Baptist Church and asked that they be allowed to comment.

Freddie Outterbridge complimented the men working on the plan, stating they are true professionals and have taken the needs of the community into account. The church is grateful to be able to work on this project with the City and hopes it will bring more visitors to the Town Common.

Lillian Outterbridge stated that while they are not 100% satisfied with every element of the illustration, they are willing to work with the design.

Council Member Smiley moved to adopt the Town Common Schematic Design and Master Plan Update and incorporate it by reference into the City of Greenville's Comprehensive Recreation and Parks Master Plan. Council Member Godley seconded the motion, which passed by unanimous vote.

Council Member Connelly noted that he hopes there will be some room for compromise on the shoreline.

- ❖ NOTE: City Manager Barbara Lipscomb departed and Assistant City Manager Merrill Food replaced her on the dais at the conclusion of discussion on this item.

REQUEST TO UTILIZE FEDERAL AND STATE ASSET FORFEITURE FUNDS TO PURCHASE VARIOUS EQUIPMENT FOR THE POLICE DEPARTMENT

Police Chief Mark Holtzman stated the Police Department is seeking approval to use both Federal and State Asset Forfeiture funds to purchase various equipment needed for uniform police officers.

Proposed expenditures requested from the Federal Asset Forfeiture account (Justice and Treasury) total \$138,352.54 and include:

- Ninety (90) Echo Body Cameras (\$48,571.31) - The Police Department set a goal to equip all personnel assigned the primary duty of uniform patrol with a body-worn camera. To date there are 58 body-worn cameras in use. Funding became available through a Justice Assistance Grant which allowed 34 additional cameras to be ordered. Delivery is anticipated for October/November 2016. The requested 90 additional cameras will complete the initial goal to outfit all patrol personnel with a body-worn camera. In addition, the request will provide a small cache that can be used in the event a camera breaks or is needed for a special event/assignment.
- One Hundred (100) Ballistic Helmets with Face Shields (\$8,824.00) - Currently, officers assigned to the Field Operations Bureau (uniform patrol-related duties) are not issued protective head gear. In the event of a riotous situation, officers would have no



protection from flying debris. Ballistic helmets would provide protection during such situations. The helmet will also afford protection from certain firearms in the event officers respond to active shooter situations or when entering a known threat situation where time affords its use. Face shields offer the same protection for the face/eyes as well as a drip guard that will prevent liquids thrown on officers from reaching sensitive areas.

- Twenty-two (22) Helmet Mounts for Hearing Protection (\$4,290.00) - The Emergency Response Team is utilized when officers encounter an armed subject who has barricaded themselves inside of a structure, when intelligence suggests there are weapons or people known to be violent inside of a structure, hostage situations, and other unusual occurrences outside the scope of what the average officer is equipped to address. Such an environment is often rapidly evolving and often requires stealth as a tactic. The Emergency Response Team is issued hearing protection that doubles as communications equipment when functioning in such high-threat situations. These devices will protect the officers' hearing while affording silent communication between one another. The hearing protection/ communication devices are already in use. The proposed mounts are needed to allow this equipment to work with the helmets used by the team members.
- Ballistic rifle plates and carriers (\$60,788.60) - Currently there are 24 sets of rifle plates with carriers available to officers assigned to the primary on-duty patrol shift. These plates are provided for extra protection for high-threat situations such as active shooters. The plates are also provided for situations where an offender is known to have a rifle available to them. This additional equipment will provide each officer the ability to put the plates on over the uniform when needed. This will allow for more efficient operations on a daily basis and allow a greater response to the most critical of incidents.
- Collapsible Ballistic Body Bunker (\$15,878.63) - Patrol officers do not have equipment that will stop the most basic rifle fire. Even assigned patrol vehicles will not stop the most basic rifle fire. The collapsible ballistic body bunker is designed for use when officers encounter an offender who is heavily armed or one who attacks versus retreats. This device is large enough to provide cover to multiple officers when they are forced to engage a heavily armed offender and required to advance on the threat. It is rated to stop rifle fire and will be utilized to address active shooters, to stage resources during a critical incident, and to provide the best chance of survival to officers when forced to respond to these incidents.

Proposed expenditures requested from the State Asset Forfeiture account (Controlled Substance) total \$64,174.58 and include:

- Forty (40) patrol rifles and accessories (\$64,174.58) - The patrol rifle has replaced the shotgun as the primary long-gun issued to police officers in the department. Standards require that officers qualify with the weapon they are going to carry. In addition, the nature of assignments within any police department creates a need for each officer to



have individually assigned equipment. This procurement will provide a long-gun to each officer, create a more efficient use of resources, and allow the department the ability to properly respond to the most critical of incidents.

Chief Holtzman stated the City received a letter from the U.S. Department of Justice on June 20, 2016 stating that the City could obligate, transfer, and commit equitable sharing funds in accordance with all applicable federal and local policies and procedures. The City's Federal Forfeiture (Justice and Treasury) cash account(s) currently have an available cash balance of \$323,274.31 as of November 2, 2016. The total proposed expenditures from the State Asset forfeiture account will be \$64,174.58. The City's State Controlled Substance account currently has an available balance of \$378,128.19 as of November 2, 2016.

Upon motion by Council Member Godley and second by Council Member Connelly, the City Council voted unanimously to approve the utilization of Federal and State Asset Forfeiture Funds for the purchase of the stated equipment needs.

DISCUSSION OF RESOLUTION OF THE ENVIRONMENTAL ADVISORY COMMISSION FOR CITY COUNCIL TO DISCOURAGE THE USE OF "SINGLE USE" PLASTIC (GROCERY/SHOPPING) BAGS

Council Member Smiley stated the City Council has discussed litter concerns on a number of occasions and how it might be eliminated. He recalled a resolution by the Environmental Advisory Commission (EAC) discouraging the use of single-use plastic bags and thought perhaps that was an idea that might assist in that goal. EAC Member Dr. David Eames is present and prepared to discuss the objectives of their resolution.

Mayor Thomas asked if anyone has discussed this matter with the City Attorney regarding the extent of City authority in this area.

City Attorney Dave Holec stated no one has spoken to him on this issue, but in short, the City does not have authority to impose a ban on plastic bags or to impose a fee. While there is a statute that grants some of this authority to the Outer Banks area, it is not applicable in Greenville. The City could still have discussion with the local retail industry to promote education.

Council Member Smiley recommended hearing Dr. Eames' presentation.

Dr. Eames stated the EAC has been working on this issue for a couple of years and their recommendation is that the City take action to reduce the use of single-use plastic bags. Plastic is the #1 consumer product in the world and plastics are a long-lived product. While a small percentage of plastic bags are reused for trash bags or other purposes, very few are recycled in this way and ultimately, most go into landfills where they remain for 500 years. Others become litter along roadways and in waterways and trees. They have a



negative impact on sea life and lead to groundwater contamination. The EAC recommends the City take action toward the reduction of single-use plastic bags through public education to encourage the use of reusable bags and market solutions such as charging fees for bags provided.

Council Member Mercer stated the City Council encourages residents to be good citizens and serve on its boards and commissions – to volunteer. He feels the EAC resolution is reasonable, although he understands some aspects are not allowed under state law. While these items may need to be revised, he thinks it would be responsible of the City Council to support this.

Council Member Connelly applauded the efforts of the EAC, but said he feels there are already enough regulations in place. The City is trying to create jobs and creating more regulation would hinder growth. Much of Pitt County is below the poverty level and this would cause them to incur more expense either by having to purchase reusable bags or pay a surcharge to get bags at the store. Council Member Connelly stated he hates seeing trash throughout the City, but feels this resolution would be detrimental to businesses throughout the City.

Mayor Thomas asked if the EAC spoke to retailers for their input prior to drafting their resolution.

Dr. Eames stated they did not.

Public Works Director Kevin Mulligan stated Greenville and Pitt County are ranked tops in the State for recycling. They have worked hard to increase education in that area, but can work more to educate people on recycling not only single-use plastic bags, but other plastics such as dry cleaning bags, toilet paper wrapping, etc.

Council Member Mercer stated he does not view this as passing a regulation, but rather as working with retail stores and engaging various stakeholders to emphasize the City's stance in this and work toward a solution.

Council Member Smiley stated there is no evidence to suggest this would be damaging to economic growth. In fact, evidence suggests the opposite is true in that reducing litter has a net economic benefit. Unattractive places do not attract businesses.

Council Member Connelly questioned the purpose of the resolution if all the Council is doing is staying they will explore this. Is the City looking at creating a regulation?

City Attorney Holec stated no resolution is proposed for City Council action tonight. The resolution was adopted by the EAC and they are offering it as a suggestion for City Council consideration.



Director Mulligan stated Public Works can work with the Public Information Office to promote reduction, reuse and recycling with no bans or fees.

Council Member Godley made a motion, seconded by Council Member Glover, to direct staff to investigate ways of becoming more of a Green City, to include enhancing the recycling program.

Council Member Mercer offered an amendment, which was accepted by Council Members Godley and Glover, to pay particular attention to concerns raised by the EAC about single use plastic bags.

There being no further discussion, the amended motion to direct staff to investigate ways of becoming more of a Green City, to include enhancing the recycling program and paying particular attention to concerns raised by the EAC about single use plastic bags passed by a vote of 5 to 1, with Council Member Connelly casting the dissenting vote.

DISCUSSION OF SISTER CITY PROGRAM

Public Information Officer (PIO) Brock Letchworth explained that a Sister City Partnership is a broad-based, long-term partnership between two communities in two countries. It is officially recognized after the highest elected or appointed official from both communities sign off on an agreement. Participants in a Sister City program can have any number of Sister Cities. Sister City relationships offer connections between communities that are mutually beneficial and address issues most relevant for participants.

PIO Letchworth stated a Sister City Organization is a volunteer group of ordinary citizens who, with the support of local elected officials, form long-term relationships with those abroad. Each Sister City Organization is independent and pursues activities/areas important to them including municipal, business, trade, educational and cultural exchanges. Sister City Organizations operate as non-profits. A number of Sister City groups already exist in North Carolina as illustrated below:

Sister Cities in North Carolina

- 22 members
- 63 partnerships

Asheville, Beaufort, Boone, Burlington-Alamance, Cary, Carrboro, Charlotte, Concord, Durham, Gastonia, Hendersonville, Laurinburg, Lenoir, Matthews, Mooresville-South Iredell, Oriental, Raleigh, Saluda, Southern Pines, Valdese, Wilmington, Winston-Salem



*Most of these cities participate in the Sister City program with a separate Sister City organization



The cost of Sister City Membership is \$780 annually and membership offers support and resources such as:

- Networking with experienced members for exchange of ideas
- Connection with Diplomatic Corps
- Annual membership directory
- Staff assistance in locating partner cities
- Governance and policy services
- Assistance with resources such as visas, background checks, grants, insurance and more

Human Relations Council Member Byung Lee discussed a potential Sister City relationship between Greenville and YeonSu-Gu District City of Korea:

Greenville
NORTH CAROLINA

YeonSu-Gu District City of Korea
Population: 334,098 (According to IPNEWS Paper, 2016)

City Hall

Office of Education

Education facilities

- 14 Colleges and universities, include SUNY Korea, George Mason Korea, University of Utah Asia
- 26 Elementary, 16 Middle, 16 High schools (Incheon E 378, M 277, H 288)

Hospitals: Over 10 major medical facilities

Industries

- IFEZ (International Free Economic Zone)

Find yourself in good company®

Mr. Lee also reviewed the schedule for the Korean Delegation’s upcoming visit to Greenville and invited City Council Members to join them for as many events as possible:

YeonSu District City Delegation Visitation Schedule

- Tuesday, November 15:
- 5:30 PM – Arrive at PGV
 - 6:00 PM – Hotel Check-In (Greenville Hilton)
 - 7:00 PM – Dinner/Welcome Reception (Sponsored by Human Relations Council)
- Wednesday, November 16:
- 10:00 AM – Visit City Hall
 - 12:00 PM – Lunch @ Greenville Hilton (Sponsored by Korean Delegation)
 - 2:00 PM – City Tour and ECU Visit, Medical District (**Need City’s Assistance with van and tour guide**)
 - 6:00 PM – Korean Dinner at Byung Lee’s (Sponsored by Mr. & Mrs. Byung Lee)
- Thursday, November 17:
- 10:00 AM – Visit Pitt Community College, meet with Dr. Massey
 - 12:30 PM – Departure from PGV



Council Member Glover noted she will be out of town next week and offered her regrets to the Korean Delegation that she would not be able to join them.

Upon motion by Council Member Connelly and second by Council Member Mercer, the City Council voted unanimously to pursue adoption of a Sister City.

CITY MANAGER'S REPORT

City Manager Lipscomb gave no report.

COMMENTS FROM THE MAYOR AND CITY COUNCIL

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

ADJOURNMENT

Council Member Smiley moved to adjourn the meeting, seconded by Council Member Mercer. There being no further discussion, the motion passed by unanimous vote and Mayor Thomas adjourned the meeting at 10:52 pm.

Respectfully submitted,

Carol L. Barwick, CMC
City Clerk

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, DECEMBER 5, 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. Mayor Thomas called the meeting to order. Council Member Rick Smiley 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 D. Smith;
Council Member Rose H. Glover; Council Member Rick Smiley;
Council Member P. J. Connelly; and Council Member Calvin R. Mercer

Those Absent:

Council Member McLean Godley

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

Mayor Thomas requested to add a special recognition item to the agenda.

Motion was made by Council Member Smiley and seconded by Council Member Mercer to add the special recognition item to the agenda. Motion carried unanimously.

Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Glover to approve the remaining items on the agenda. Motion carried unanimously.

PUBLIC COMMENT PERIOD

Marion Blackburn – 802 River Hill Drive

Ms. Blackburn read her comments about the City of Greenville's Trap-Neuter-Release Program as follows:



“COPY”

Good evening, members of Council. My name is Marion Blackburn, and I am a city resident. Tonight, you will consider changes to the current Trap-Neuter-Release program, known as TNR. What you are considering tonight falls short of the needed changes to city laws. It adds a burdensome testing requirement, that is not recommended by Allie Cat Allies, and other TNR programs. Moreover, it does not fully eliminate the feeding ban for cats that at present results in fines, citations, and even the threat of criminal charges for compassionate people.

Tonight we are asking you to end the ban on feeding cats throughout the city. We are also asking that the testing requirement for TNR cats be removed, and instead replaced with the flexibility for a veterinarian to make that decision. When a private individual is bearing all the costs, that means fewer cats can be sterilized. Tests are often inaccurate, and when kittens are sterilized at a young age, they will not engage in the behaviors that lead to infection by FIV or other viruses. Moreover, when cats are cared for, even those who carry that and other viruses do not show symptoms. Because they are not mating, they do not spread the disease. The cost of testing *every single cat* reduces the amount of genuine good that can be done – and is a costly requirement for people who are sterilizing cats *with their own money*.

The feeding ban means people face citations, fines, and the threat of criminal charges for a simple compassionate act. *Why are you using taxpayer dollars to stop them?* Moreover, cat lovers are being targeted by the animal services division for doing so.

Because of the restrictions, obstacles, and threats to program participants, at present this TNR program cannot be considered workable. Most initial volunteers have withdrawn: indeed, one volunteer has been repeatedly penalized for her compassionate actions; while others have withdrawn in frustration. The very people who could make this program a success are gone, chased away by its unworkable requirements. *ECU has a very successful program that could serve as a model.*

In closing, tonight we ask two things: 1) Eliminate the cat feeding ban throughout the city. *Compassion is not a crime* 2) Do not require testing of cats in the TNR program, but rather let veterinarians make that decision on a case by case basis. Thank you.

Dec. 5, 2016

“END COPY”

Ron Allison – Fifth Street

Dr. Allison requested that the City Council add testing at the veterinarian’s discretion as part of the ordinance for the City of Greenville’s Trap-Neuter-Release Program. Essentially, he is asking the City Council to let the veterinarian decide what animals are healthy or sick. The testing would cost about \$20 per animal. The testing of 100 cats would be \$2,000 and the City could have 150 cats spayed and neutered for that price. So, the City is really cutting down the number of animals when trying to control this population. That is a drawback and another one is that a lot of these animals will have a false positive test. In other words they are healthy, but their tests are wrong. So, the City will be putting to sleep



or killing a healthy animal. It does not appear that anybody in North Carolina and around the country is using the snap testing routinely.

John Joseph Laffiteau – Rodeway Inn and Suites, Room 253

Mr. Laffiteau made comments about accountability and transparency in municipal government. He also made comments about the incident that he was involved in at the Sheppard Memorial Library in March 2014, stating that the Library staff misinterpreted or mischaracterized his innocent behavior. The Library staff and he should mutually agree to take lie detector tests.

SPECIAL RECOGNITION

Mayor Thomas gave recognized and thanked the baseball community for holding a home run derby with 9, 10, and 11 year old baseball players. People had discussions with the entire business community and raised \$18,000 to help individual families, who were put in a bad situation due to Hurricane Matthew. On behalf of Greenville Baseball Gives, Messrs. Brian Fagundus and Norm Bryant made comments and presented a check in the amount of \$10,000 to the City of Greenville.

CONSENT AGENDA

City Manager Barbara Lipscomb introduced the following items on the Consent Agenda:

- Minutes from the August 15, August 18, and November 7, 2016 City Council meetings
- Resolution granting an easement for the use of Greenville Utilities Commission at South Greenville Recreation Center – (Resolution No. 064-16)
- *Removed* Connect NC Bond Grant Application for Pier at River Park North
- *Removed* Resolution Designating the City's Agents for FEMA Funds for Hurricane Matthew
- Various tax refunds greater than \$100
- Budget ordinance amendment #4 to the 2016-2017 City of Greenville budget (Ordinance #16-036) and Special Revenue Grants Fund (Ordinance #11-003) – (Ordinance No. 16-062)



Council Member Connelly requested to remove two items listed under the Consent Agenda for separate discussion, including the Connect NC Bond Grant Application for the pier at River Park North and the resolution designating the City's agents for FEMA funds for Hurricane Matthew.

Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Glover to approve the remaining items under the Consent Agenda. Motion carried unanimously.

CONSENT AGENDA ITEM FOR SEPARATE DISCUSSION

CONNECT NC BOND GRANT APPLICATION FOR PIER AT RIVER PARK NORTH

Council Member Connelly asked staff to give an explanation for this item not being presented in October or November for the City Council's consideration.

Director of Recreation and Parks Gary Fenton responded that it was a mistake and requesting the City Council's approval to submit the application earlier was neglected by staff. However, the Recreation and Parks Department is grateful that the City is able to apply for the grant. He noted that \$45,000 was already budgeted within the Facilities Improvement Program to cover the required match.

Motion was made by Council Member Connelly and seconded by Council Member Smiley to retroactively authorize the Mayor to sign the Connect NC Bond Grant application for a \$179,272 grant with a local match of \$44,818. Motion carried unanimously.

RESOLUTION DESIGNATING THE CITY'S AGENTS FOR FEMA FUNDS FOR HURRICANE MATTHEW - (Resolution No. 065-16)

Council Member Connelly asked whether staff has spoken to or met with FEMA representatives about potential buyouts and making a presentation before the City Council.

Assistant City Manager Merrill Flood stated that FEMA representatives have contacted staff. As reported in previous correspondence to the City Council, the model being used now by the State and FEMA is that all requests will go through the State. The State will go through each county's requests. The City has been collecting data on the number of structures damaged and the information was submitted to the Pitt County Office. The State will determine with FEMA whether the County has a buyout or elevation program or what recovery program will be available in Pitt County. Last week, staff attended the last rounds of meetings with the State. Some counties have already received notice, but, as of today, no final determination has been made for Pitt County.

Mayor Pro-Tem Smith asked if the recovery program will be for residential or commercial structures.



Assistant City Manager Flood responded that the City is including commercial structures as well.

Council Member Connelly asked for more information about the process.

Assistant City Manager Flood responded that the process thus far has been that if families or individuals suffered property damage, they met with FEMA representatives at the Disaster Recovery Center located in the Pitt County Office Complex. Their information was taken by FEMA, who issued a letter of determination indicating whether those persons who signed up were eligible or ineligible for disaster recovery assistance. FEMA is beginning to close down that center and will work via telephone or email with citizens or those who were affected by the storm. Local governments were required to get information on the number of damaged structures. Staff inspected approximately 1,300 structures and 45 structures had water in them. Those addresses were collected and that information was sent to the County so those are included in the total, which will be submitted to FEMA.

Mayor Pro-Tem Smith stated the only option that was given to citizens living across the river was they could apply for loans and nothing was shared with them about elevation or a possible buyout. That puts a lot of homeowners in bad situations. Mayor Pro-Tem Smith asked about the process for their properties to be considered for elevation or a possible buyout.

Assistant City Manager Flood responded that staff will send information to the City Council about the appeal process. There is a telephone number available and citizens are encouraged to file an appeal with FEMA, who will review their information and make a decision regarding their appeals.

Council Member Connelly asked is the City able to approach FEMA about multiple uninhabitable structures due to Hurricanes Matthew and Floyd as well those structures that may be affected by future flooding. Will staff be able to have FEMA give a presentation to the City Council in January 2017?

Assistant City Manager Flood responded that within the process being used, the City has access to FEMA and the Division of Emergency Management, and staff can pass those concerns onto them. Staff will do their best to get someone from FEMA to give a presentation to the City Council.

Motion was made by Council Member Connelly and seconded by Council Member Smiley to adopt the resolution designating Director of Financial Services Bernita Demery as Primary Agent and Fire/Rescue Eric Griffin as Secondary Agent to facilitate the application for FEMA funds. Motion carried unanimously.



NEW BUSINESS

ORDINANCE TO AMEND CITY CODE SECTION 12-2-37 TO ADD REQUIRED TESTING AND ALLOW FEEDING OF REGISTERED TRAP-NEUTER-RETURN (TNR) COLONY CATS – (Ordinance No. 16-063)

Captain Ken Laws stated that on October 5, 2015, the City Council amended this ordinance to include trapping of animals by the public. This engaged the City's Trap-Neuter-Release Program (TNR). On October 18, 2016, staff held a 6-month review of the program with stakeholders to allow input for possible changes. Local animal advocates, business owners, homeowners, and veterinarians attended the meeting. Two ideas resulted from that meeting 1) allowing the feeding of cats through the TNR, and 2) testing the TNR cats for Feline Leukemia and Feline Immunodeficiency Virus. Staff is making the following recommendations:

- Cats 12 months or older must be tested for feline leukemia and feline immunodeficiency virus. If positive, the cat will not be returned to any colony or outdoors in Greenville city limits. It may be rescued by a foster network sanctuary/program for specialized feline care, or humanely euthanized.
- Allowances will be granted for the feeding of registered TNR colony cats under the strict adherence of a maximum 30 minute feeding schedule and documented on the TNR Tracking Form. After the feeding of the colony, all food bowls will be removed. No food source shall remain after feeding of the colony.

Captain Laws stated that there will be no fiscal impact for the City to amend this ordinance.

Mayor Pro-Tem Smith asked about how staff would monitor the period of time for feeding a colony.

Animal Protective Services Control Officer Carmen Nichols responded that staff will work with the caretaker's schedule and a 30-minute program will be given about when it is feasible for them to feed the colony of cats.

City Manager Lipscomb asked about the number of colonies.

Officer Nichols responded that as of this point, there are seven existing registered TNR colonies, totaling 33 cats of which eight of them have been rehomed.

Mayor Pro-Tem Smith asked about the number of colonies in West Greenville.

Officer Nichols responded that it might be two or three colonies in West Greenville.



Council Member Smiley explained that the question is under what circumstances can someone feed cats that they do not own. The TNR ordinance allows people to set up a colony of feral cats who are trapped, neutered, and released back into the colony area. This ordinance is not related to city-wide feeding of cats – it only deals with the TNR process.

Council Member Smiley stated that currently, the ordinance does not allow people to feed cats. The suggestion was if the City is allowing people to manage cat colonies for the purpose of trapping and neutering them, those people should also be allowed to feed the cats.

Council Member Smiley stated that the second piece is the testing for the cats. Along with the trapping and neutering, a rabies vaccine is required and the cats are documented so that they can be identified by the colony owner. There is some debate over whether the cats should be tested for certain diseases during that process. Certainly, there is an argument to be made about getting the diseases out of the population and all cats should be tested. There was some argument that they should not be tested, but to immunize them, which is not feasible. To immunize them for some of these diseases requires them being captured multiple times. The other alternative was simply to test all of the ones that are neutered and released and then to euthanize the positive ones eventually getting that disease out of the population. That is expensive. Another alternative was rather than testing every cat, the City would allow the veterinarian to decide which cats should be tested.

Council Member Smiley stated the question is does the City Council want to require that every single cat be tested or to allow the veterinarian to decide which cats should be tested.

Motion was made by Mayor Pro-Tem Smith and seconded by Council Member Smiley to adopt the ordinance with the testing to be based on the discretion of a veterinarian.

Mayor Pro-Tem Smith amended her original motion to add that the testing is to be determined for that cat and restated the fully amended motion as: Motion was made by Mayor Pro-Tem Smith to adopt the ordinance with proposed testing requirement amended for each cat so that testing is to be determined for that cat based on the discretion of a veterinarian. Council Member Smiley accepted the amendment.

After a brief discussion, the motion passed unanimously.

CONSIDERATION OF PARKING TASK FORCE RECOMMENDATIONS

Economic Development Manager Roger Johnson summarized the following Parking Task Force recommendations to improve parking conditions in the Uptown Area:

- Standardization of signage, single point of contact for customers, update website, gate the parking deck, stripe-restripe all on-street parking spaces, require tow trucks to accept electronic payment or install ATM, standardize leasing, consolidate



expenses and revenues, create Request For Quotation/Request For Proposal for 3rd party parking contractor in 2017 for consideration in 2018 budget

- Post Request For Proposal for professional parking study for high impact (rates, meter locations), high cost (parking structure) and parking demand reduction strategies.

Economic Development Manager Johnson stated that a letter was received from the City of Greenville Public Transportation and Parking Commission as well as a verbal confirmation from Uptown Greenville indicating their support of these recommendations. If the City Council approves the Parking Task Force's recommendations, a public education strategy will be created and December 2016 and January 2017 will be spent educating the public on the impending changes.

Mayor Thomas stated he would like to see consistency and the same kind of ability to park that is seen in other major cities that are automated. He does not want to see a citizen paying for parking at a kiosk, then receive a ticket because a payment was processed incorrectly.

Council Member Connelly asked about the cost of the study.

Economic Development Manager Johnson responded that \$50,000 was budgeted for a parking study.

Council Member Connelly asked how many spaces are actually leased in the parking deck.

Economic Development Manager Johnson responded that the first floor is not leased as well as most of the second floor. 140 out of 240 spaces are leased on a monthly basis and used by an individual during the week.

Council Member Connelly asked about the amount of revenue that the City is producing because of the leased spaces and hourly rate spaces.

Economic Development Manager Johnson responded that is \$50 per leased space, totaling \$7,000 monthly. The actual turnover data as well as some of the costs are not currently consolidated. One of the recommendations included in this process is that the City can consolidate expenses and revenues so that it can be determined next fiscal year whether the City is operating in the black or red. Staff does not have some of those accurate numbers because of the way the money is comingled. There are striping, maintenance, and software costs over time. A team is already working on that particular project to separate the costs.

Council Member Connelly asked if the debt service is covered by the revenue produced by the parking deck.



Economic Development Manager Johnson responded no. That is not uncommon in terms of a parking ecosystem. Generally speaking, on-street parking has to subsidize the cost of debt service. The parking structure does not necessarily support itself in terms of paying off debt service. Once the revenues and expenses are consolidated, there will be a better understanding of whether staff can stand before the City Council and consider an Enterprise Fund, which means that the parking deck and other parking would operate under one umbrella and, much like a business, cost would have to pay for itself.

Council Member Connelly expressed his concern about the City having a problem eventually and when it will be addressed. Also, his concern is how much are the expenses annually for this parking deck and adding \$160,000-\$200,000 more into the investment, how much are each of those pay stations costing the City on a regular basis. Those are things that should be presented before the City Council considers approval of this item.

Council Member Connelly stated that the Parking Task Force is a great idea and the majority of the recommendations are fine, but he is concerned about requiring tow companies to not accept cash. There are certain reasons why people still do not want to accept credit card payments, including it cost them money.

Economic Development Manager Johnson stated that the tow companies can certainly accept cash. One of the recommendations was there would either be an electronic payment or an ATM on site so that customers can get cash. The problem is not that tow companies are accepting cash, the problem is customers have to go to three or four locations without a vehicle to get the cash. A customer was frustrated about that.

Council Member Connelly asked about making similar signage between the private and public enterprises. Is this going to be something mandatory to comply with and is the City paying for these signs?

Economic Development Manager Johnson responded that it is not mandatory based on feedback from the City Attorney. The City cannot legislate certain aspects of signage. It would be a voluntary guideline, but the City would seek third party funding to help the private sector pay for that transition from where they are today to compliance with the guidelines.

Council Member Connelly asked if the City leases and handles the day-to-day operations of any lots owned by the private sector.

Economic Development Manager Johnson responded yes, and an example would be the lot outside of Chico's. Cars not parking downtown is a real problem. It is an issue of supply and demand, trying to meet the parking demands for both the retail as well as other people who travel in town.

Council Member Connelly asked what would happen if the City turned the parking lot back over to the private sector.



Economic Development Manager Johnson responded that some cities have tried that to the detriment of the City. Often times, a private person is in it for capital reasons and wants to make as much money as possible. The City tries to balance a reasonable cost with a public good. Generally, it is not uncommon for cities to lease private lots for the purposes of being able to control costs as well as to provide a service.

Assistant City Manager Merrill Flood stated that the agreement with Chico's is an old one and as far as revenues, there was an agreement as to what the lease prices would be. It was felt that public parking was needed there. The owner of that piece of property was not interested in managing it.

Council Member Connelly asked about the number of lots that the City has in the uptown area. Are they hourly rate or leased for long periods of time?

Assistant City Manager Flood responded that there are approximately 2-3 lots. They are a combination or hourly and the others may be leased for a particular business, entity or enterprise.

Council Member Connelly requested staff to send him copies of the lease agreements.

Economic Development Manager Johnson asked for more City Council feedback regarding this item. He stated that so far, staff has heard that financials and the impact of the parking gate are needed.

Mayor Pro-Tem Smith stated that if the City decided to this, it would be financed and nothing is going to be an upfront cost.

Economic Development Manager Johnson stated there may be some in-kind costs. Certainly, anything that impacted any budget would come back before the City Council for consideration such as the parking gate, recommendation to lease any additional lots, or any other substantial cost.

Mayor Thomas stated that if the City ended up going to a third party service, would those types of services embed fiscal costs like that into the opportunity to actually manage a debt so that the City would not have to incur that.

Economic Development Manager Johnson responded absolutely, and he knows of a couple that will actually include in there the capital cost of transitioning from the current structure to a nonmanual process. It actually saves them labor cost over the long run instead of having people walk the deck, it is managed by automation.

Council Member Glover stated that adequate handicapped parking spaces should be considered because the unavailability of those spaces is a problem in the uptown area. On Monday morning at the courthouse, there are a lot people needing to park their vehicles.



Council Member Glover asked staff to provide the number of parking spaces that the City will be providing for the handicapped population, who cannot do extensive walking.

Economic Development Manager Johnson stated the City currently complies with all ADA laws, but it may not meet the customers' request. Staff will certainly take a look at how the City can better serve their handicapped needs and not just compliance.

2016-17 EMPLOYEE EVALUATION RATINGS AND MERIT PAY SYSTEM UPDATE

Director of Human Resources Leah Futrell gave background information and reported that the Human Resources Department audited the historical performance appraisal ratings in order to get an idea of the distribution of the prior ratings. That helped staff to project those ratings for the 2015-2016 performance review period.

Director Futrell explained the results of that background analysis, stating there are six different levels of an employee's evaluation.

Comparison of Actual Employee Evaluation Ratings As Compared To Projected 2016-2016 Review Period

Evaluation Rating	% of Employees Receiving Rating	
	Projected	Actual
Unsatisfactory	0.0%	0.0%
Needs Improvement	1.0%	0.2%
Sometimes Meets Expectations	4.0%	4.3%
Meets Expectations	50.0%	65.9%
Exceeds Expectations	35.0%	25.1%
Top Performer	10.0%	4.5%
Total	100.0%	100.0%

The first three actual ratings are close to the projected percentages, but there are higher actual ratings beginning with Meets Expectations. It was projected that 50% of the City's employees would be rated at that level, but the actual was 65.9%. Exceeds Expectations was projected at 35% and the actual was 25.1%, and Top Performer was projected at 10%, but the actual rating was 4.5%.

Director Futrell stated that the following matrices display what the salary increases would look like, if the City had a Pay for Performance system in place for this fiscal year:

Merit Pay Matrix For An Overall 1%-4% Salary Increase



	1%	2%	3%	4%
Employees Below Midpoint				
Unsatisfactory	0.0%	0.0%	0.0%	0.0%
Needs Improvement	0.0%	0.0%	0.0%	0.0%
Sometimes Meets Expectations	0.0%	1.5%	2.0%	3.0%
Meets Expectations	1.0%	2.0%	3.0%	4.0%
Exceeds Expectations	1.5%	2.8%	4.0%	5.0%
Top Performer	2.5%	3.5%	4.8%	6.0%

Merit Pay Matrix For An Overall 1%-4% Salary Increase

	1%	2%	3%	4%
Employees Above Midpoint				
Unsatisfactory	0.0%	0.0%	0.0%	0.0%
Needs Improvement	0.0%	0.0%	0.0%	0.0%
Sometimes Meets Expectations	0.0%	0.0%	0.0%	0.0%
Meets Expectations	.5%	1.5%	2.5%	3.0%
Exceeds Expectations	1.0%	2.0%	3.0%	3.5%
Top Performer	1.3%	2.5%	3.5%	4.0%

Director Futrell stated that Employees Below Midpoint are earning less than what is considered as market value for their positions. The percent increases for salaries falling under Employees Below Midpoint would be higher than those salaries under Employees Above Midpoint. If the 1% pool funding is used as an example, employees whose performance are rated Unsatisfactory, Needs Improvement, or Sometimes Meets Expectations would not qualify for any type of merit pay. It is not until an employee is rated Meets Expectations that he/she would be eligible for merit pay, assuming the 1% merit pool funding is used. That would be because of the limited dollars that the City would have available that is associated with the 1% merit pool funding. Ideally, the City would want there to be a significant difference between Meets Expectations and Top Performer so that the City can adequately reward its Top Performers. There is more funding to work with under the 2% column.

Mayor Pro-Tem Smith asked what is being done differently to prevent past issues from reoccurring, including evaluations were completed by supervisors and the pattern of the



same employees not being able to receive raises, not meeting expectations and remaining in the same job position.

Director Futrell responded that 1) training along with instructions and written guidelines were provided to make sure supervisors know how to rate employees' performance, and 2) staff met with employees to ensure that they understand the multiple levels of review. Several years ago, individual departments determined their rating systems making a rating system inconsistent across the City. With the new rating system, Exceeds Expectations in the Police Department means the same as it does in the Public Works Department.

Director Futrell explained that there are multiple levels of review. An employee's immediate supervisor is the individual who completes the review, obviously, because he/she is most familiar with the employee's work performance. The review level is the performance evaluation would be submitted to the division head, department head, Human Resources Department, and then to the City Manager's Office. It is not just taking the immediate supervisor's word about the rating for an employee's performance. The supervisor has to produce documentation to support extremely low or high ratings.

Director Futrell stated that for instance, if an employee's performance rating is Needs Improvement, a supervisor would have to provide written documentation to show when the employee received counselling previously. Perhaps, a supervisor has provided a performance improvement plan along the way. That would be attached to the evaluation. If the employee's evaluation is rated Exceeds Expectation, there should be some documentation that maybe an employee went above and beyond to complete a particular project.

Mayor Pro-Tem Smith expressed her concern that subjectivity was placed into the evaluations and trying to minimize that as much as possible. The human factor should be considered. An employee has been employed by the City for 15-20 years, has never received a merit increase and is still employed by the City. Seemingly, that employee would have been replaced, if his/her performance is rated extremely low. Hopefully, because of the multiple levels of review, the Human Resources Department and staff across-the-board are paying attention and the City is still dealing with that human factor.

Council Member Glover stated that this could be a fair process, but there still may be a problem with the supervisors' ratings. Having a supervisor's rating being approved by a department head, who might not like an employee, could contribute to that employee receiving a lower work performance rating. When doing these evaluations, a supervisor should be documenting things about an employee throughout the year. Sometimes, the person who had more problems on the job is the one who receives the rating of Exceeds Expectations. That was the reason for the City not using the merit pay system until it is proven to be a fair one.

Council Member Glover stated that if a supervisor is working with employees daily, the supervisor should know them. If an employee is having problems with punctuality and it is



overlooked by the department head or supervisor, that employee is not meeting expectations. If an individual is expected to report to work at 8:00 a.m. and is arriving at 10:00 a.m., then that is a problem.

Council Member Glover stated that ultimately, the City Council makes decisions on the pay plan and merit pay. She is willing to follow the process to see how it works and at the end of the first year of the merit pay, the City Council can determine how the new performance management and merit pay systems are working out for different departments.

Assistant City Manager Michael Cowin stated that the success of this program is built upon the feedback that is provided to an employee. Staff has stressed the importance of supervisors having continuous discussions with and providing an indication to their employees of what their performance is living up to as to compare to what the goals were set for them throughout the year. So, at the end of the year when doing the evaluations, there are no surprises.

Director Futrell stated that there is no such thing as a perfect performance evaluation system because human beings are the ones preparing them. But to the extent possible, the City has built in safeguards to ensure that the process works well and that it is for the benefit of the employees so that they are not being mistreated or treated unfairly.

Mayor Thomas asked whether staff has done benchmarking for the City's new performance evaluation and merit pay systems, for example, with the Greenville Utilities Commission (GUC) process and its success and concerned supervisory issues being subjective.

Director Futrell responded that if the GUC is willing to share its information with the City, the City is certainly willing to have that comparison.

Mayor Thomas recommended if the GUC has a system that seems to be fairly efficient, communication should take place.

Director Futrell stated that the City's system incorporates behavioral type of observations and those types of things. She feels that the City has a very good performance evaluation system in place.

Mayor Thomas stated that the City might learn something from them and vice-versus even though the City has different elements such as first responders.

Council Member Glover stated that GUC does not have as many personnel turnovers as the City in the upper management level. Their employees usually retire with the GUC's employment. She has only received one complaint from a GUC employee and after speaking with the General Manager, he agreed to take care of that situation. She is curious and would like to have information about how the GUC handles its employees' performance evaluations.



Director Futrell stated that the GUC has its merit pay system in place, which is helpful as well.

Director Futrell stated that employees whose salaries are already at midpoint means that their salaries are already at market. They will not be eligible for a pay increase, unless they have a Meets Expectation rating.

Director Futrell stated that the City Council decided to move slowly with the transition to a merit pay system due to a concern about a new evaluation system and staff needing time to acclimate to a new evaluation tool. Therefore, the 2016-2017 adopted budget included a 2% market adjustment for all employees. The 2017-2018 financial plan included a 1 % market adjustment and 1% to fund merit pay. With the plan, the City hopes to transition to a full merit pay system commencing in fiscal year 2018-2019.

Director Futrell stated that regarding the next steps, managers and supervisors will meet individually with employees this month to review their performances for 2015-2016. The City will continue to hold periodic refresher training with managers and supervisors to reinforce key concepts of effective performance management. Hopefully, the merit pool funding for fiscal year 2017-2018 will be revisited because that is a huge piece of being able to reward and retain good employees.

Council Member Smiley stated that one of the challenges is getting supervisors to differentiate among their employees, especially when money is involved. Everybody will receive a good solid “B” and fewer complaints will be received. The merit pay system looks as though the City has managed to come close to centering the pool near the average and obviously it is the result of training and effort. This is not what it looked like in the last 2-3 years. It is a job well done.

CONSIDERATION OF PARKING TASK FORCE RECOMMENDATIONS

City Manager Lipscomb stated that she wants to be clear of the City Council’s consensus to proceed with the Parking Task Force’s recommendations and whether any of the items do not require any additional funding.

Mayor Thomas stated that a budget amendment is associated with that agenda item and the City Council will receive feedback, unless there are any objections.

Motion was made by Council Member Smiley and seconded by Council Member Mercer to move forward on recommendations, which are funded under the current budget. Motion carried unanimously.

REVIEW OF DECEMBER 8, 2016 CITY COUNCIL MEETING



The Mayor and City Council reviewed the agenda for the December 8, 2016 City Council meeting.

CITY MANAGER'S REPORT

City Manager Lipscomb reminded the City Council that its workshop regarding a program for future fire stations is scheduled for Wednesday, December 7, 2016, at 6:00 p.m. in Conference Room 337 at City Hall.

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)(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 Mercer seconded the motion, which passed by unanimous vote.

Mayor Thomas declared the City Council in Closed Session at 8:12 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 Smiley to return to open session. Motion was approved unanimously, and Mayor Thomas returned the City Council to open session at 9:15 p.m.



ADJOURNMENT

There being no further business before the City Council, 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 9:16 p.m.

Respectfully Submitted

A handwritten signature in cursive script that reads "Polly Jones".

Polly Jones
Deputy City Clerk

PROPOSED MINUTES
ANNUAL PLANNING SESSION
GREENVILLE CITY COUNCIL
JANUARY 29-30, 2016



Having been properly advertised, the Annual Planning Session of the Greenville City Council was held on Friday and Saturday, January 29-30, 2016, in the Third Floor Gallery at City Hall with Mayor Allen Thomas presiding.

FRIDAY'S SESSION

Mayor Thomas called the meeting to order at 4:30 p.m. on Friday, January 29, 2016.

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, and City Clerk Carol L. Barwick

WELCOME AND INTRODUCTIONS

City Manager Barbara Lipscomb gave a brief welcome to participants and stated her goal for the Planning Session is to seek guidance and direction on key areas which will help staff prepare a budget. She then reviewed the agenda for this evening, beginning with a discussion of economic development activities. She stated what she hoped to accomplish with the hiring of a new Economic Development Manager was to have someone on board with actual economic development experience. She stated she has not been disappointed thus far. City Council input is needed so the City can move forward swiftly with putting programs into action. There will be a brief presentation on parking in the uptown area focused on the upcoming challenges of growing a parking system. The City needs to plan for parking needs that may not be apparent yet. Should the City take a direct role in this, or should the private sector take the lead?

Saturday will include a mid-year budget update and a comprehensive review of this year's budget. There will be a review of FY2015 and a General Fund forecast for FY17 and FY18. Pitt County is revaluating properties throughout Pitt County and specific information is not



anticipated before March. Only marginal growth is expected. The City's forecast will include a 2% growth factor, but can be adjusted later as needed. It may be time to consider adjustments to ad valorem taxes, as well as fees and other charges. There is also a component related to long term capital debt and options for bond funding every 5 years or every 10 years will be presented. It may be possible to do this without voter referendum.

There will also be a session on vision, goals and strategies, similar to regular strategic planning, wherein Council Members will be allowed to share their vision for the City. The existing goals format has been restructured to be more in line with those in the Horizon's Plan. Goals will be brought back in March or April for final approval. City Manager Lipscomb referred to the presentation in 2013 by former City Manager Ron Kimble on the importance of developing a shared vision and creating a financial structure to support and sustain that vision and reminded the City Council of the importance of celebrating successes.

INTRODUCTION OF FACILITATOR

City Manager Lipscomb then introduced Julie Brenman, a facilitator from FountainWorks, noting this is her third year of joining the City Council for the Planning Session.

Facilitator Brenman stated her main task, as told to her, is to keep the event on time. The City Council has asked for a lot of information from staff, so there is much material to cover. Everyone will need to be concise to get through everything in the allotted time. This session will be more informative than visionary or strategic, based on the requested topics, but it less formal than a regular City Council meeting and should be comfortable and conversational.

PRESENTATIONS

Economic Development Activities (Roger Johnson)

Economic Development (ED) Manager Roger Johnson introduced himself with the promise that he is invigorated and enthusiastic about what Greenville has to offer. He stated he comes to Greenville after having worked the previous five years in Economic Development for the City of Wilmington, and before that, with Progress Energy's Economic Development Office.

ED Manager Johnson described a project Wilmington involving an old parking deck in the center of town that needed to be torn down. The City engaged the services of the Development Finance Initiative (DFI) at the School of Government, which partners with



local governments in North Carolina to attract private investment for transformative projects by providing specialized finance and development expertise. DFI consulted with various City Boards and with City staff and discussed the future of economic development projects throughout the state. They then determined what the community wanted – a transformative project, with limited public investment, that would give the highest and best use. A total of 8 proposals were received from firms located from Virginia to Florida, and ultimately, the Wilmington City Council chose a \$60 million project with 505 parking spaces, 200 residential units and 20,000 square feet of retail space. The public interest was a wrapped parking deck, Bijou Park and a public gathering space. Bijou Park opens up directly to the river and the project fits with the historic character of the area. A parking deck alone is expensive, but when included with these public-private elements, it becomes much more affordable.

Through the creation of public-private partnerships, developments can be created that balance the public interest and private investor return on investment. This maximized the public interest while limiting public investment. Increased demand for parking can generate private interest. Third party involvement reduces mistrust. Sometimes it makes sense to use the cheapest money possible, but at other times, it makes more sense to use other funding sources.

Place making is important. Once people began investing in the park in Wilmington, investors came from everywhere to invest in the area. Collaboration is also important. The City and County formed a joint initiative to hire a consultant to do an economic development study and began having joint meetings to work on economic development together.

Council Member Glover asked about the shipyard project in Wilmington.

ED Manager Johnson stated that was done through a Brownfield process, which involved cleaning, refilling and getting rid of much contamination before the property could be redeveloped.

ED Manager Johnson introduced GIS Technician II Christian Lockamy, who stated he has worked for the City for nearly 14 years and has seen many people on staff come and go. He feels there is a chemistry among staff between City Manager Lipscomb, Assistant City Manager Merrill Flood and ED Manager Johnson that he has not seen before. Technician Lockamy stated it is important to answer three questions: (1) where are we now, (2) where do we want to be and (3) how do we get there?



Where are we now?

Technician Lockamy discussed current demographics for Greenville, touching on median and per capita income, the unemployment rate and population. Greenville has a healthy economy and the City is growing. Incomes are a little lower than state and national averages, but the growth rate exceeds state and national averages. The City is evolving from being a college town to being a diverse Uni-Med community. While unemployment reached about 10% during the recession, this area has recovered.

When the City Council established the Office of Economic Development, staff was charged with developing a strategic plan. They are currently actively recruiting a back office and data center, a digital media software provider and a number of capital projects in areas such as pharmaceuticals, medical manufacturing and advanced manufacturing. Some of these are pursuits for the County and Region as well.

Where do we want to be?

ED Manager Johnson stated the goal is to increase incomes, grow the tax base, increase the population, recruit outside capital investment, diversify jobs, retain existing jobs and expand existing businesses. All of this will enhance Greenville's national profile, give its citizens a better quality of life, reduce local crime rates, promote reinvestment in neighborhoods, increase property values and lead to more funding available for public services.

How do we get there?

In order to achieve its goals, Greenville must behave entrepreneurially. The City needs a virtual building. There is an abundance of available land that is appropriately zoned, although not necessarily site ready. Greenville has a deficiency of large vacant buildings. The North Carolina Eastern Alliance has 55 active projects to provide jobs for the community and two-thirds of those require 55,000 square feet of vacant building space. Greenville does not currently have a large enough building to compete for those projects.

—————
BREAK/DINNER
—————

At 5:15 pm, upon conclusion of the discussion on Economic Development Activities, Mayor Thomas called a brief recess for a dinner break.

Mayor Thomas reconvened the meeting at 5:30 pm.



PRESENTATIONS (CONTINUED)

UPDATE ON CURRENT ECONOMIC DEVELOPMENT PROJECTS

Planner Tom Wisemiller stated he has worked for the City for about 10 years and has spent the last 3 in Economic Development. He is very excited about the projects they have been working on over the past year.

The Small Business Plan Competition funds restaurants, software development, retail establishments, etc. with an 82% success rate for businesses funded in this way. During the past year, the summer cycle – which tends to be busiest - saw 3 projects funded for \$43,000. There were no projects funded in the winter cycle. One of the challenges of the program is finding somewhere to locate these new businesses due to the high occupancy in the Center City area.

Project Tool-Up, which is a partnership between the City and Pitt Community College, was launched in the second quarter of 2016 to help residents prepare for local manufacturing jobs. It is free, three-week training program which will give participants the opportunity to earn certification in several different areas of manufacturing.

The Uptown Theater was purchased by the Redevelopment Commission in 2008 and the City has been in negotiations with a developer since 2014. The current building condition is unstable and a remediation project is in the works.

Sidewalk Development is a \$32 million mixed-use development located at the intersection of Reade Circle and Dickinson Avenue that is currently working on parking questions.

A Market and Planning Study for the Dickinson Avenue project was completed in 2015.

The ECU Millennial Campus, which achieved its official designation in April 2015, will be located at the Haney Warehouse and represents a collaboration between ECU, private industry, and local government.

The Imperial Site Clean-Up has been made possible through a \$400,000 EPA Brownfield Cleanup Grant awarded in 2013. Staff is preparing to send out bid packages for the necessary work and hopes this may become a potential site for a virtual building project.

The City applied for a \$14 million Federal Transportation TIGER Grant in June 2015 focused on the Center City Multi-Modal Transportation Network. Although not funded in this round, the Federal Government has encouraged the City to reapply for 2016.



Land is currently under contract for an Uptown Hotel/Alumni Center Project estimated at \$17 million. It is currently in the due diligence phase, but there are parking issues that must be resolved.

Technician Lockamy showed a map which depicted locations of the various projects discussed by Planner Wisemiller, noting that all combined, these represent an increase of around \$500 million to the City's tax base if all are completed as planned. There are other projects planned north of the river that do not impact the City's tax base, but which will impact the City in other ways.

CITY COUNCIL DISCUSSION AND DIRECTION ON ECONOMIC DEVELOPMENT PROGRAM

City Manager Lipscomb asked the City Council for feedback on the direction of economic development in Greenville.

Mayor Thomas stated there should also be an analytical side to economic development. The City needs to collect measurable and determine how it is growing. What is the inventory within the City of needed types of commercial shopping? Is there a need to reach out more to the business community? How many people are actually spending their money in Greenville? How many people come from elsewhere to spend money in Greenville? This City is often dinged about its median income, but it is worth noting the City has a large student population. Mayor Thomas stated he loves all that is being done, but he feels the analytical side must be considered as well.

Mayor Pro-Tem Smith stated economic development north of the river has always been at the bottom of the priority list and she is not okay with that. The City needs to ensure that needed zoning is passed. She is constantly being asked what is happening with Walmart. They have recently added three neighborhood stores, but not necessarily where they are most needed. North of the river needs one, and they need a pharmacy. There is an older population in that area and they need easier access to their medications. There are many empty buildings on that side of town that are not being utilized and she does not understand why.

Mayor Thomas noted that there are many areas north of the river deemed less desirable because flooding is a consideration, but there are many other areas – such as where Patheon and the Business Park are located – that are adequately desirable.

Council Member Smiley stated the City needs to look at the flood threat and determine what may be misunderstood by potential clients, as well as what could be done about problem areas to make them more desirable. It is important to ensure people do not



perceive the flood threat as being greater than it is. It is imperative to allay the fears of developers.

Council Member Glover stated this area survived the 100 year flood with no problems, but the problem in 1999 was a 500 year flood. She doesn't see why this should be a problem for building north of the river. The real concern, in her view, is how people were cut off from the other side of town. She doesn't feel the flood threat itself is significant.

Mayor Pro-Tem Smith stated she heard from someone who expressed an interest in retail north of the river, but they heard the City didn't want it there. She said she is guessing that was prior to her time on the City Council. She would like more information on that and ideas to get it back on track.

Assistant City Manager Flood stated there is a substantial amount of property north of the river that is already zoned commercial, so that should not be a hindrance.

Technician Lockamy stated the retail analysis experienced some difficulty telling the story about north of the river because the dwindling population. It is important to also look at how many people are working in that area, particularly within the Industrial Park, as well as how much traffic is lost to people going out of town to shop and those coming from other areas to shop in Greenville.

Council Member Glover noted there is much building on the South side of town along Highway 11 in the general area around Farm Fresh, but something needs to be done to discourage people from leaving Greenville to shop. Students look for trendier places to shop, but Greenville has no Macy's or other popular stores that draw customers.

Mayor Thomas stated this is important because it represents tax base and jobs. Greenville is blessed with high volume traffic areas, but needs to emphasize those.

ED Manager Johnson stated it is important to get companies in Greenville that produce things locally, but it is equally important that they circulate them outside the municipal service area.

REQUESTED DISCUSSION

COMPETITIVE ANALYSIS REGARDING COMMERCIAL BUILDINGS (MAYOR THOMAS)

Assistant City Manager Flood stated he was asked to compare Greenville to other surrounding jurisdictions for permitting and review times. Pitt County does much of the



inspection work for the smaller local jurisdictions. Greenville is the lowest in fee structure with no cost increases since the 1990's. Initial review times vary, but Greenville is similar to Pitt County – about 14 days for commercial properties and 3-7 days for single-family residential. He noted that Greenville is extremely competitive with regard to fire/rescue inspection fees.

Council Member Mercer asked how the cost of service compares to fees collected.

Assistant City Manager Flood stated the City is just beginning to model that, but he feels Greenville is somewhat behind since there have been no fee increases in roughly twenty years. Some costs are recovered, of course, but not all.

Council Member Mercer stated he doesn't believe the City should try to catch up all at once, but that the City should begin an incremental increase moving toward catching up.

Mayor Thomas stated he feels the City should also address setbacks, signage, foliage and other things that impact construction.

Council Member Connelly stated there are contractors in the area that he knows are very happy with the turnaround time in permitting.

ECONOMIC DEVELOPMENT DISCUSSION (COUNCIL MEMBER CONNELLY)

Council Member Connelly stated ED Manager Johnson provided a good synopsis of current activities, but it appears the majority of investment is toward building ad valorem taxes. Economic Development should focus on quality of life as well. Jobs are needed. He asked what companies have come to Greenville in the past five years that brought 100 or more jobs.

City Manager Lipscomb stated that within the city limits, there is very little industrial land and commercial development is modest. She asked if he was asking about Greenville specifically or about Pitt County as a whole.

Council Member Connelly stated the land is available, particularly north of the river.

Assistant City Manager Flood stated that Patheon and Mayne Pharma were the most recent additions north of the river, but they are outside the city limits. Both were expansion projects. Greenville needs to work on job creation inside the city limits, but the focus should probably be data centers and back office development.

Council Member Connelly noted that people are getting laid off, possibly as many as 163 with Convergys in April. He asked how the City is recruiting new companies.



City Manager Lipscomb stated the City participates through a state system.

Mayor Thomas stated that having worked in this process, Greenville is often the last to know. There are advantages for recruiting industry, so it is to the City's advantage to work regionally. Growth opportunity is extremely important, and the true secrets for Greenville are Pitt Community College (PCC) and East Carolina University (ECU) – the STEM (science, technology, education and mathematics) programs and what is done to keep individuals in Greenville to start their companies. The millennial campus is extremely important. Greenville has to be in the business of innovation and must take advantage of the assets already here.

Council Member Connelly stated he hopes the City can get aggressive in going after companies to bring jobs to Greenville because ECU and PCC produce such bright students who go back to their home communities because there are no jobs here to keep them.

Mayor Thomas stated all these smart young minds should start their own companies. Sometimes the best way to get a job is to create one.

Council Member Godley noted that expansion of the Economic Development Incentive Program might prove beneficial. It seems Greenville has less than six programs, but Charlotte and Raleigh have page after page of them.

ED Manager Johnson stated some communities have a graduated scale incentive program that is based on wages paid. The common thread is that the recipient must produce a good or service locally and send it outside the community. It would not apply to retail.

Council Member Mercer said, to round out this discussion, many new jobs come from the expansion of existing businesses – from those people who've already invested in this community and are working here. There may not be as much for Economic Development to do in those cases, but an effort should be made to reach out to them and encourage that expansion.

ED Manager Johnson noted that incentives are an important part of the game, but investment and infrastructure is also important.

Council Member Mercer added that public support is important as well.

Council Member Smiley stated he doesn't want to overlook the long term piece. Part of what started this conversation is that there has not been a significant new business that located in the Industrial Park since the flood. It's not inside the city limits, but it is within the route of the new highway being built.



Mayor Thomas agreed, noting those areas will become extremely important over the next 25-30 years. He said he spoke to Jim Dillard with CSX Railroad this morning and he mentioned a desire to put an inland port in North Carolina, perhaps in Selma. While Greenville may not be the ideal site for that, there are communities nearby that may be. Greenville may be able to recruit satellite plants and industry. It is imperative to think regionally and develop Greenville as the pulse of the region.

UPTOWN PARKING STRATEGY (COUNCIL)

Public Works Director Kevin Mulligan stated the key question in formulating a parking strategy is how far should parkers have to walk. The general response to that question is two blocks, but a more specific rule of thumb is that retail patrons should be able to park within 300 to 1,000 feet of their destination and employees should be able to park within 1,200 to 1,500 feet of their place of employment. Urban parking has become a national challenge because there are 250 million registered cars in the United States, but these cars are in use 5% of the time and parked somewhere for 95% of the time.

Parking is not a static process. Parking in the uptown area of Greenville in 2004 was very different from parking in the same area in 2015. As soon as the City put the shovel to the ground on the parking deck, hotels began looking at locations in the area. It is important to address both temporary parking needs and permanent parking.

Spaces in the Police/Fire-Rescue lot are being displaced for the Sidewalk Development Project. There is no contract in place as yet, but CenturyLink has agreed to allow the City space for 30 cars. There is still a need for 50-70 spaces on a temporary basis.

Mayor Pro-Tem Smith expressed concern for the safety of female employees having to walk to and from parking on Bonners Lane, particularly at night. She stated she feels it is not safe and asked about the possibility of parking at the former Bank of America building, or perhaps leasing spaces from Jarvis Church.

City Manager Lipscomb stated the Bank of America building is already under contract.

Director Mulligan stated Jarvis Church is very protective of its spaces.

Council Member Glover asked if anyone had considered having Transit run through the various parking locations to shuttle employees to City Hall, the Municipal Building, etc. Parking is moving farther away, and not all employees are as mobile as some others, not to mention varying schedules and having to walk out alone after dark. Inclement weather and safety need to be considered.



Director Mulligan noted that the look and feel of Bonners Lane now is not what it will be like a year from now, when the Greenville Transportation and Activity Center is up and running.

Mayor Pro-Tem Smith stated until that comes to fruition, temporary measures should be considered. She does not want employees walking into dark areas.

City Manager Lipscomb noted there has been some consideration of allowing employees to use the parking garage in the interim.

Director Mulligan stated the hotel will need 80 spaces. Although the City has the Fourth Street deck, the City cannot lease on a long term basis to them. A potential option would be to reassign leased spots from the Roses Lot (24 spaces), Harris Lot (32 spaces) and Hodges Lot (40 spaces) into the parking deck at their current leased rate of \$48 per month per space. Another option would be to refinance the parking deck so that it could be covered with taxable bonds rather than tax free money.

City Manager Lipscomb noted the Imperial Lot, which is currently targeted as a surface lot. She feels there should be consideration given to hardening that lot so that it would have the potential to go up in the future with a parking deck.

Director Mulligan stated in the Dickinson corridor, a basic lot would cost about \$1.5 million. If hardened for future development, it would cost around \$2.5 million, and as a deck, about \$9 million.

Mayor Thomas pointed out if the hotel developers are unable to get the necessary spaces, they will not be able to get financing to build the hotel.

The City Council expressed a general consensus to relocate the leased surface spaces.

City Manager Lipscomb stated there is interest in a 300 space deck at the northwest corner of Pitt and 5th Streets for a joint lot for the City and Greenville Utilities at a shared cost of around \$6 million. She asked if that should be evaluated further.

The City Council consensus was to continue to evaluate this option.

Director Mulligan stated development in the Uptown area has increased dramatically and parking solutions are critical. He said staff recommends that a comprehensive parking plan be conducted for the Uptown area/Dickinson corridor and said hiring a parking consultant would be expected to cost between \$30,000 and \$50,000.

Mayor Thomas stated it is also important to address parking in retail areas.



Council Member Smiley noted that the Parking and Transportation Commission has pointed out that a person can park all day for a \$5.00 parking ticket, so there is no incentive to worry about meters and 2 hour limits.

Mayor Pro-Tem Smith said she had previously recommended a graduated structure for parking fines.

Assistant City Manager Flood stated that is under investigation, but no plan has been developed yet.

Mayor Thomas said he thought the eTag plan was for the people who lived in an area to have a pass, but that allows them to consume the 2-hour spaces.

Assistant City Manager Flood stated this program started with a \$100 rate, but it was lowered to \$75. This parking is in designated areas.

Mayor Pro-Tem Smith asked when parking meters will be removed.

Police Chief Mark Holtzman stated the work order in in and awaiting the vendor to remove.

Council Member Smiley suggested asking the Public Transportation and Parking Commission to begin a conversation about where parking should be located in the Uptown area. Outreach and information gathering is important.

Chief Holtzman stated the moratorium on parking fees continues on the street, but there is still a pay station in the parking deck. He asked if it was the City Council's desire to continue the use of those. If so, it drives people back to on-street parking.

RECESS

Facilitator Brenman recommended recessing for the evening, noting that much has been discussed tonight about Economic Development and Parking. She asked that the City Council think about goals and objectives overnight, and the specific projects staff should work on in the coming year.

Council Member Smiley moved to recess the current session and reconvene at 8:30 a.m. on Saturday in the Third Floor Gallery at City Hall. Council Member Glover seconded the motion which passed by unanimous vote. There being no discussion, Mayor Thomas declared the meeting recessed at 7:45 p.m.



SATURDAY'S SESSION

Mayor Thomas called the meeting to order at 8:30 a.m. on Saturday, January 30, 2016.

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, and City Clerk Carol L. Barwick

Facilitator Brenman welcomed those present to the second day of the Planning Session, asking if anyone had feedback or questions from Friday's session before getting started on the day's agenda.

PRESENTATIONS (CONTINUED)

MID-YEAR BUDGET UPDATE (MICHAEL COWIN AND BERNITA DEMERY)

Financial Services Director Bernita Demery briefly reviewed the year end budget for FY15 and presented an update on the Mid-Year budget status for FY16. In FY15, the City's net was \$1.7 million revenues over expenses. General Fund revenues as of June 30th showed revenues up 4% and expenses up 3%. As long as revenues exceed the growth of expenses, the City is in a better place. She noted that \$7.4 million of appropriated fund balance was budgeted last year because funding of roads was important.

At mid-year, expenses are exceeding revenues by about half a million dollars, but staff anticipates that will be made up by year end. The City is currently 5% above FY15 in revenues, which is fantastic since a penny was lost last year. The City is back to double digits in sales tax growth. The GUC transfer is projected to be over what was budgeted and the State has changed the way it charges Utility Franchise Taxes, so that is expected to be up as well. Rescue Service Transport revenues are down at mid-year as a result of challenges with Medicaid rules, but are expected to be on target at year end. The General



Fund Fund Balance is expected to remain within the 14% target. Capital expenses are in line with budget.

Personnel expenses are up 6% over the previous year as a result of a 2% market increase for FY16, the 5-year true-up, base pay adjustments to collapse certain pay grades and vacancies having gone from 7% to 8%. Fuel expenses are way down for operating expenses.

Director Demery stated the Transit Fund is expected to come in within budget and noted that what appears to be a large difference from the prior year was the encumbrance for the purchase of two new buses. The Sanitation Fund's net results at mid-year show some improvement based on their 7-year plan. The Stormwater Fund continues to improve and is just getting into some of the larger capital projects for Stormwater.

GENERAL FUND BUDGET FORECAST FOR FY2017-2018 (MICHAEL COWIN AND BERNITA DEMERY)

Assistant City Manager Michael Cowin presented the General Fund forecast for FY17 and FY18, noting the forecast is a planning tool to begin the budget process. The goal is to accurately reflect operations of the City. It contains no magic – there are no fee increases, no tax rate increases and only about two increases to expenses for salary adjustments and bond projects.

Based on FY15, actual expenses for FY16 are projected at about \$200,000 more. As for revenues, business licenses are gone, rescue transports are volatile and inspection division permits are down; however, ad valorem and sales taxes are up. The local option sales tax is projected to grow at about 3% annually, after flat-lining from 2012-2014. The Utility Franchise Tax was also flat for a number of years, but is expected to grow at around 2%, as is the GUC Transfer-In. There is a one-time increase of about \$500,000 expected this year due to the delayed issuance of debt and a capital project that was done with cash.

City Manager Lipscomb noted this year is the first time departments have been invited to request new positions they feel may be needed. While this is still in the “wish list” stage, there are some significant changes that are genuinely needed.

Assistant City Manager Cowin stated staff is beginning a line by line review of all revenue and expense lines. He then introduced Financial Analyst Shelley Leach, who comes to the City after 11 years with Pitt County. She has been on board for about a month.

Assistant City Manager Cowin stated budget meetings with department heads will begin in February. Budget projections will be updated monthly to clarify the City's financial position. Personnel expenses will be trued up based on the actual vacancy rate and the use



of fund balance within the budget will be analyzed. Projections will be updated for actual rate increases in health insurance and revaluation data should be available in March or April.

Council Member Smiley asked with the revaluation, will the City look at revenue neutral rates or cuts.

City Attorney Dave Holec stated that State statute requires that a revenue neutral rate be presented for consideration, but it does not have to be utilized.

Council Member Smiley asked about the approach to funding merit pay. He said he'd read a note about compression, but observed that if a person receives minimal raises because they've not scored well on evaluations and a new person comes in and does well, it can give the impression of compression, but it's really not.

Human Resources Manager Leah Futrell stated the 5-year true-up has eliminated some of that, but some compression still exists.

Council Member Smiley asked what is meant by the recommendation for a percentage to minimize compression.

City Manager Lipscomb stated there has to be enough of a range to pay the top performers more.

Council Member Glover stated there have always been issues with compression in certain departments and she expects this will always continue because merits have not been administered fairly. If someone has been working for 30 years and their merit raise is small, something is wrong. It goes back to the supervisors doing the evaluations.

Assistant City Manager Cowin agreed that the success of a merit plan is determined by how accurately supervisory feedback is provided.

City Manager Lipscomb stated the majority of evaluations are skewed high and an effort will be made to bring them back toward a more normal bell curve. Managers will be monitored to ensure they are applying ratings appropriately.

LONG-TERM CAPITAL DEBT PLANNING – DISCUSSION AND DIRECTION (MICHAEL COWIN)

Assistant City Manager Cowin stated he had enjoyed ED Manager Johnson's discussion of public-private partnerships the previous evening. Later today, council members will be asked to work on projects they want to plan for the City to move forward – projects which



will stimulate the local economy. As these projects are prioritized, how and when they will be funded must be a considered, along with how that will impact the City's financial operations.

The "how" for funding these projects is the long-range capital plan. It would be ideal if the City could go out and leverage \$10-\$15 million every 3-5 years to do projects within the confines of the General Fund budget. To make that happen, the length of debt issued must be considered, along with current debt service, projected interest rates, the years between future capital borrowings and projected future capital borrowings.

There are many debt instruments to fund capital obligations – general obligation bonds, revenue bonds, special obligation bonds and installment finance agreements. The type used depends on the project. Currently, the City has about \$31.5 million in debt, which is hardly anything at all for a city the size of Greenville. Greenville has considerably less debt dependency than its peer cities.

There is no crystal ball, but there are historical interest rates that allow a City to consider how rates have changed over time. Over the last 30 years, the rates have changed less than 8%. This information can be used to make estimations about future funding of capital and capital projects.

Assistant City Manager Cowin shared a vision, in which every five years, the City borrows an average of \$15.5 million for 20 years. Any reduction in annual debt expense is used to fund future capital borrowings and not redirected to fund other, non-capital budget needs. Interest rates start at 4% and increase to 7% over the next 15 years.

Council Member Smiley asked if he is assuming payments remain level.

Assistant City Manager Cowin said he is making that assumption. The purpose is to create a program of future sustaining debt cycles. If the Council wished to be more aggressive, the City could borrow \$30 million every 10 years. He asked if this was a process the City Council might wish to look at more closely.

City Manager Lipscomb stated the City has paid off debt issues and used the money to fund things like the Facilities Improvement Program. There may be some trade-off, but she feels it is prudent to consider the fact that there may not always be substantial growth through which to fund projects.

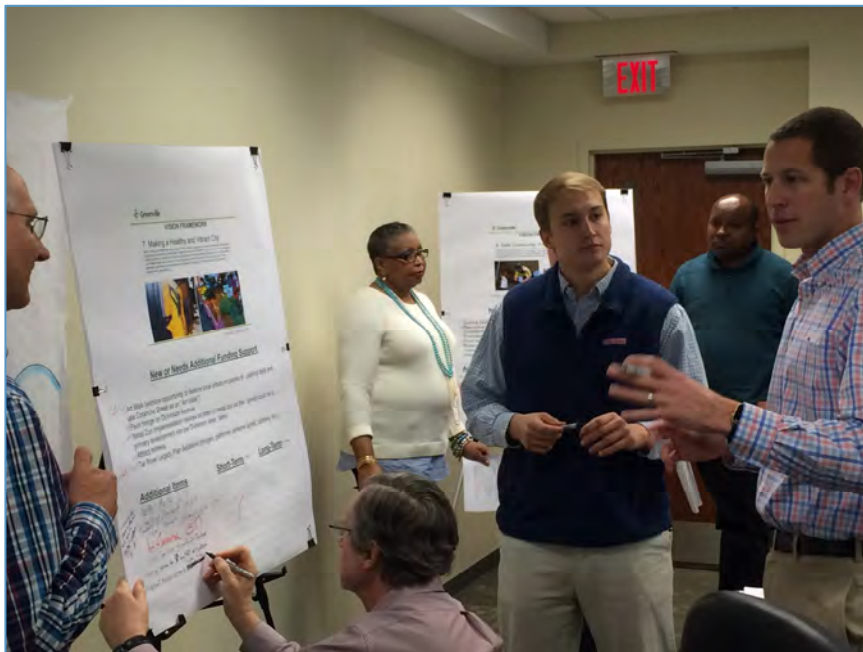
Council Member Mercer stated he would not want the City to be on the high side of this, but would prefer to stick more toward the incremental model. He feels if the City is going into debt to build a building, a park or an information technology system and it takes 20 years to pay it off, the City is asking the citizens who will use the service to pay for it.



Mayor Thomas expressed some concern about frequency because if debt is spread over 30 years, it is likely that council members involved from the start will be lost, whereas a 5-year cycle would provide for continuity.

VISION, GOALS AND OBJECTIVES – DISCUSSION AND DIRECTION (JULIE BRENMAN)

Facilitator Brenman stated that City Manager Lipscomb prepared a reorganization of current strategic plan goals into eight categories. This reorganization is based on input from citizens in the Horizons Plan update. During the Horizon plan process, seven clear vision statements for each goal area were developed. City Manager Lipscomb also added an eighth category for a “Safe City” that was not addressed in the Horizons plan. The City Council was then asked to move around the room to review posters for each of the eight goal areas.



Staff provided updates on completed activities in each goal area, as well as on-going or mandatory activities. The Council was asked to nominate potential new priority activities for each goal area. After reviewing the work of all Council Members across each goal area, the Council reconvened as a group and were asked to nominate their top priorities for the coming year. The Council used real-time electronic voting to prioritize their most important priorities. Lists were developed with the top two or three short-term priorities for the next two years. The remaining items would remain as longer-term priorities.

The highlights are summarized here, including the short and long-term priorities for each goal area.



1. Building Great Places that Thrive “Big Ideas”

“Goal 1: Dynamic and Inviting Community”

Short Term Priorities

- Fund Town Common – all of it
- Regional Sports Complex
- Gallery District

Longer Term Priorities

- Town Common/Tar River Bridge
- GO Science Partnership
- Performing Hall/Arts Center

2. Enhancing Accessible Transportation Networks and Public Building, Public Infrastructure Development

“Goal 1: Dynamic and Inviting Community”

“Goal 2: Economic Development”

“Goal 4: Infrastructure”

Short Term Priorities

- Red Light Cameras
- Pedestrian Safety Improvements
- Frontgate/Thomas Langston Road Connector

Longer Term Priorities

- Bus System Merger
- Complete Streets (NCDOT)
- Caution Sound Strips

3. Governing with Transparency and Fiscal Responsibility: Administrative, Financial Services, Information Technology, and Human Resources

“Goal 3: Well Managed and Fiscally Sustainable City Organization”

Short Term Priorities

- Long Term Debt Strategy
- Move Code Enforcement to Community Development

Longer Term Priorities

- Explore GUC-City Efficiencies

4. Growing the Economic Hub of Eastern North Carolina

“Goal 2: Economic Development”



Short Term Priorities

- Virtual Building
- Public-Private Partnerships – proactive recruitment
- Analytics with the Economic Development Plan

Longer Term Priorities

- Arts as an Economic Development Driver
- Review Incentives Program
- Economic Development strategy North of the River
- Industrial/Commercial Park
- Innovation/Entrepreneurship Ecosystem

5. Creating Complete Neighborhoods

“Goal 5: Quality Neighborhoods”

Short Term Priorities

- Lighting - LED
- Pedestrian Safety Enhancements (Older Neighborhoods)
- New Neighborhood Improvement Coordination Strategy

Longer Term Priorities

- Parks/Open Space required with new neighborhoods

6. Growing a Green and Resilient City

“Goal 1: Dynamic and Inviting Community”

“Goal 4: Infrastructure”

Short Term Priorities

- River Access Points to Tar River/Vantage Points
- Tar River Masterplan
- Complete South Greenville fields development

Longer Term Priorities

- Westside Park
- Countryside Estates Parkland

7. Making a Healthy and Vibrant City

“Goal 1: Dynamic and Inviting Community”

Short Term Priorities

- Arts Coalition
- Farmer’s/Organic Market
- Tar River Legacy Plan Additions



Longer Term Priorities

- Community Bike Share
- SmArt City Designation
- Art Incubator
- More Diversity on Arts Council
- Art Walk

**8. *Safe Community: Police and Fire/Rescue
(*Not prepared as part of the Horizon’s Comprehensive Plan)
“Goal 6: Safe Community”**

Short Term Priorities

- South Side Police Precinct
- Fund Operations for South Side Fire Station
- Explore Joint Communication with Pitt County

Longer Term Priorities

- Evaluate Fire/Rescue on South Side
- Blue Light Patrol

LUNCH BREAK

Mayor Thomas called a brief recess at 1:36 pm for a lunch break.

Mayor Thomas reconvened the meeting at 2:10 pm.

VISION, GOALS AND OBJECTIVES – DISCUSSION AND DIRECTION (CONTINUED)

Following the lunch break, the City Council was asked to rank their top priorities across all goal areas from amongst the top priorities within each goal area. These results are shown here:

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



City Attorney Holec noted this discussion was not on the original agenda and suggested a motion be made to add it.

Upon motion by Council Member Connelly and second by Council Member Godley, the City Council voted unanimously to add a discussion of 2016 City Calendars to the agenda.

City Manager Lipscomb stated calendars were not produced for 2016 as a result of staffing shortages and a perceived lack of interest. The City Council was asked earlier in 2015 to adopt a meeting schedule for 2016, but did not do so until nearly December. The purpose of the calendar was to insure citizens had needed data on meeting dates, but the information was not available.

Mayor Thomas stated that ceasing to do something that is traditional within the City and failing to inform the City Council in advance is unacceptable.

Upon motion by Council Member Smiley and second by Council Member Godley, the City Council voted unanimously to direct staff to develop, print and distribute the 2016 City calendar.

IMPLEMENTING THE TAR RIVER LEGACY PLAN (COUNCIL MEMBER GODLEY)

Council Member Godley asked that everyone present having a cell phone with a data plan go to Google Images and search for Greenville. The City needs to make more of an impression. It is important to market Greenville better and convey its greatness as a city.

The City has spent \$194,000 on developing the Tar River Legacy Plan, but much less on implementing that plan. The City Council should be developing ideas for implementing the plan at every Planning Session. There is a need for a pedestrian bridge, attention to Town Common and a sports park. Much of this was discussed today, along with a Tar River Legacy Plan bond. It is imperative to discuss how to transform the community for years to come.

Council Member Connelly agreed, starting the City has a great opportunity is a river that is under-utilized. The City needs reasons for people to go down to the river and enjoy it.

Council Member Godley stated the City lacks a signature landmark, but needs one that will allow the City and companies already within the City to sell it to others. It is important to tap into this resource, and to be bold, strong and to move forward.

Mayor Thomas said he appreciates the perspective of new council members as everyone on the Council comes from different backgrounds and brings different perspectives. Not a single member of the City Council grew up in Greenville. The City needs to take advantage of every opportunity to tell its story.



ADJOURNMENT

There being no further discussion, Council Member Connelly moved to adjourn the meeting. Council Member Godley seconded the motion, which was approved by unanimous vote. Mayor Thomas declared the meeting adjourned at 4:15 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Carol L. Barwick". The signature is written in a cursive style and is set against a light blue rectangular background.

Carol L. Barwick, CMC
City Clerk



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Resolution of Intent to Close Parkwood Drive

Explanation: **Abstract:** The City has received a request to close Parkwood Drive. In order to proceed with this request, City Council must first adopt a Resolution of Intent to Close Parkwood Drive.

Explanation: The City received a petition from Koinonia Christian Center Church Ministries, Inc. requesting the closure of Parkwood Drive from Pearl Drive to the terminus adjoining the property of the petitioner.

Parkwood Drive is a dedicated but unimproved/unopened street section beginning at Pearl Drive and running east for 170 feet to the terminus at the property of Koinonia Christian Church as shown on the attached map. Parkwood Drive was proposed to be extended through the property of Koinonia Church. The Church made a request to delete the extension of Parkwood Drive through its property because of future expansion plans. As a requirement of deleting the extension of Parkwood Drive, the unimproved section is required to be closed.

The petition has been reviewed by staff from the City and Greenville Utilities Commission (GUC). GUC has requested an easement over and upon the utilities that will remain in the closed street right-of-way.

The Planning and Zoning Commission gave a favorable recommendation to the petition for closure of Parkwood Drive during its December 20, 2016, meeting.

Fiscal Note: There will be no fiscal impact.

Recommendation: Approve the Resolution of Intent to Close Parkwood Drive, setting a public hearing on February 9, 2017.

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

Attachments / click to download

 [Parkwood Drive Map](#)

 [Resolution of Intent to Close Parkwood Drive 1042486](#)

RESOLUTION NO. _____
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENVILLE
DECLARING ITS INTENT TO CLOSE PARKWOOD DRIVE

WHEREAS, the City Council intends to close Parkwood Drive in accordance with the provisions of G.S. 160A-299;

THEREFORE, BE IT RESOLVED by the City Council of the City of Greenville, North Carolina, that it is the intent of the City Council to close said street right-of-way, more particularly described as follows:

- To Wit: Being the 50 foot wide right of way of Parkwood Drive as shown on that plat entitled "Street Closing Map For Parkwood Drive", prepared by Baldwin Design Consultants, PA., dated October 27, 2016.
- Location: Lying and being situated in the City of Greenville, Greenville Township, Pitt County, North Carolina, and being located on the east side of Pearl Drive running east 170 feet to the terminus at the property of Koinonia Christian Center Church Ministries, Inc.
- Description: Beginning at an existing iron pipe at the intersection of the eastern right-of-way of Pearl Drive with the northern right of way of Parkwood Drive with said iron pipe being the southwestern corner of the Douglas E. Allen and wife Patricia E. Allen property as described in Deed Book 899, Page 312 of the Pitt County Register of Deeds; thence from said located beginning point and running along the northern right of way line of Parkwood Drive, S 82°20'58" E - 170.00' to a point in the western line of the Koinonia Christian Center Church Ministries, Inc. property as described in Deed Book 1434, Page 369 of the Pitt County Register of Deeds; thence running with the western line of said Koinonia Christian Center Church Ministries, Inc. property, S 07°39'02" W - 50.00', to a point at the northeastern corner of the Caldwell Morrissette and wife Mary E. Morrissette property as described in Deed Book 181, Page 837 of the Pitt County Register of Deeds Office; thence with the northern line of the Morrissette property, being the southern right of way line of Parkwood Drive, N 82°20'58" W- 170.00' to a point on the eastern right-of-way of Pearl Drive; thence with the eastern right-of-way of Pearl Drive, N 07°39'02" E - 50.00' to the point of beginning containing 0.195 acre., and being all of Parkwood Drive recorded in Map Book 17, Page 17, and shown on a Street Closing Map for Parkwood Drive, prepared Baldwin Design Consultants, PA., dated October 27, 2016 and incorporated herein by reference.

BE IT FURTHER RESOLVED that a public hearing will be held in the Council Chamber, City Hall, Greenville, North Carolina, on the 9th day of February, 2017, at 6:00 p.m., to consider the advisability of closing the aforesaid street. At such public hearing, all objections and suggestions will be duly considered.

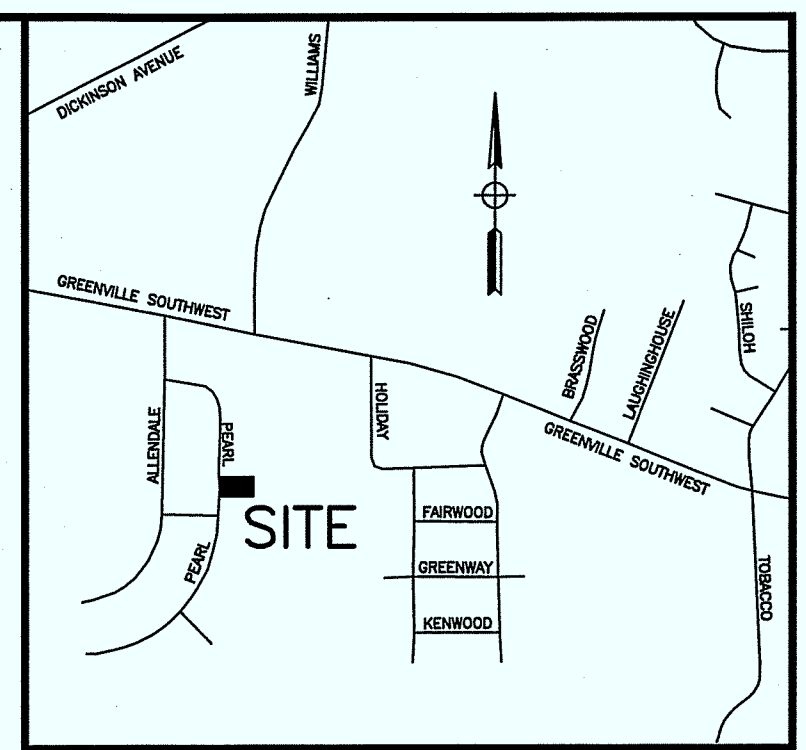
BE IT FURTHER RESOLVED that a copy of this resolution be published once a week for four (4) consecutive weeks in The Daily Reflector; that a copy of this resolution be sent by certified mail to the owners of property adjacent to the above described street, as shown on the County tax records, and that a copy of this resolution be posted in at least two (2) places along the portion of the street to be closed.

Duly adopted this the 9th day of January, 2017.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk



SCALE: 1"=1000'±
VICINITY MAP

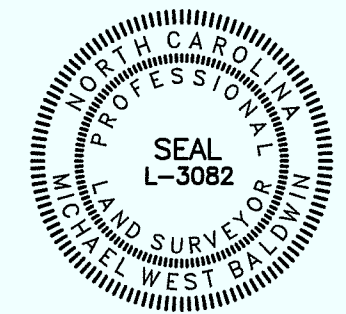
LEGEND

- R/W = RIGHT-OF-WAY
- ERRS = EXISTING RAILROAD SPIKE
- EIP = EXISTING IRON PIPE
- EIS = EXISTING IRON STAKE
- SIP = SET IRON PIPE
- PRC = POINT OF REVERSE CURVATURE
- PT = POINT OF TANGENCY
- PC = POINT OF CURVATURE
- CH = CHORD
- R = RADIUS
- EPKN = EXISTING PARKER KALON NAIL
- MH = MAN HOLE
- C/L = CENTERLINE
- = NOT TO SCALE

STATE OF NORTH CAROLINA
COUNTY OF PITT

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

DATE _____
REVIEW OFFICER _____



CERTIFICATION

I, MICHAEL W. BALDWIN CERTIFY THAT UNDER MY DIRECT SUPERVISION FROM AN ACTUAL FIELD SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK _____, PAGE _____, ETC.) (OTHER); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____, PAGE _____; THAT THE RATIO OF PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES IS 1:10,000; THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH GS 47-30 AS AMENDED. WITNESS MY HAND AND SEAL THIS 8th DAY OF NOVEMBER, 2016.

SIGNED _____
REGISTRATION NO. L-3082

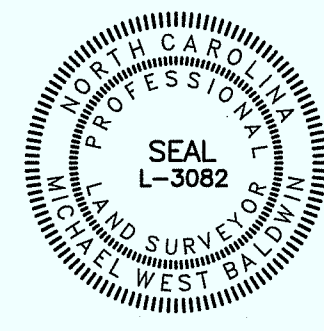
MAYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT THE CITY COUNCIL OF THE CITY OF GREENVILLE HAS PASSED A RESOLUTION TO CLOSE BEDFORD COURT.

RESOLUTION _____
SIGNED _____ MAYOR
SIGNED _____ TOWN CLERK

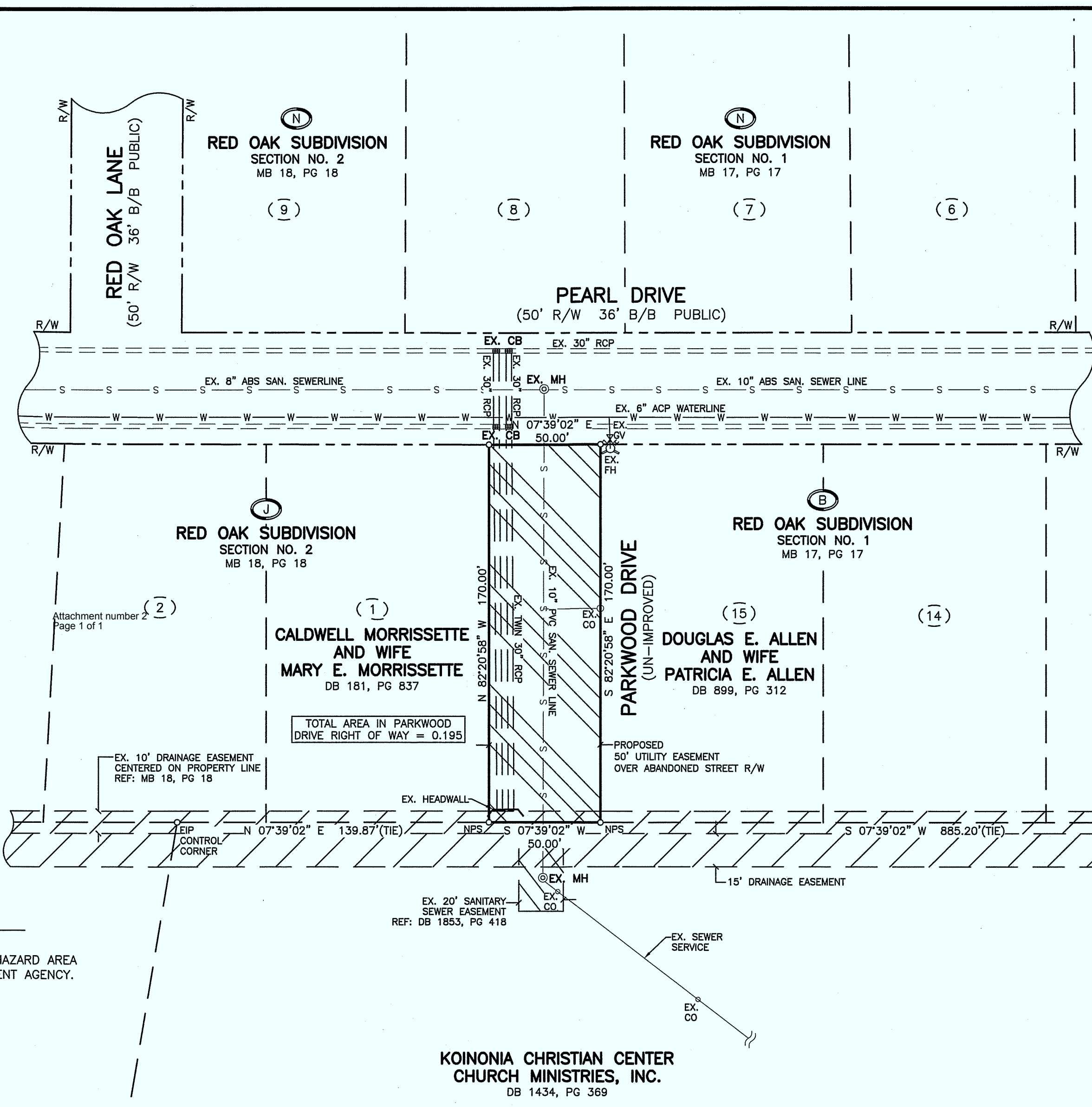
SOURCE OF TITLE

THIS IS TO CERTIFY THAT THE LAST INSTRUMENT(S) IN THE CHAIN OF TITLE(S) OF THIS PROPERTY AS RECORDED IN THE PITT COUNTY REGISTRY AT GREENVILLE, NORTH CAROLINA IS:
MAP BOOK 18 PAGE 18
MAP BOOK 17 PAGE 17
DEED BOOK _____ PAGE _____
NC REGISTRATION NO. L-3082



CLOSURE CHECK BOUNDARY

CHECKED: NRW DATE: 10/28/16



GENERAL NOTES

- ALL AREAS CALCULATED BY COORDINATE GEOMETRY.
- THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. REF: FIRM 3720466600J. DATED JULY 7, 2014.

STREET CLOSING MAP SHEET 1 OF 1

PARKWOOD DRIVE

REFERENCE: MAP BOOK 18, PAGE 18 AND MAP BOOK 17, PAGE 17 OF THE PITT COUNTY REGISTER OF DEEDS

GREENVILLE, GREENVILLE TOWNSHIP, PITT COUNTY, NORTH CAROLINA

OWNER: CITY OF GREENVILLE
ADDRESS: 201 WEST FIFTH STREET
GREENVILLE, NC 27834
PHONE: (252) 329-4504

Baldwin Design Consultants, PA
ENGINEERING - SURVEYING - PLANNING
1700-D EAST ARLINGTON BOULEVARD
GREENVILLE, NC 27858
LICENSE# C-3498
252.756.1390

SURVEYED: JP	APPROVED: MWB
DRAWN: NRW	DATE: 10/27/16
CHECKED: MWB	SCALE: 1" = 40'

Y:\DRAWINGS\02-204 Koinonia Church\Koinonia\DWG\ROAD CLOSURE MAP.dwg Tue, Nov 08, 2016-1:43pm RWELLS



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Authorization to apply for Lead-Based Paint Hazard Control Grant

Explanation: **Abstract:** The Community Development Department seeks authorization to apply for grant funds through HUD's 2017 Lead-Based Paint Abatement Program. The grant would provide funds for the abatement of lead-based paint hazards in residential structures built before 1978. The structures must be occupied by low to moderate-income households which have at least one child under the age of 6 that either resides in or visits the home an average of 10 hours per week.

Explanation: HUD's Office of Healthy Homes and Lead Hazard Control has issued a Notice of Funds Available for Lead-Based Paint Abatement for 2017. The nationally competitive grant is for a period of 36 months to provide for the abatement of lead-based paint hazards in residential structures built before 1978 when lead-based paint was outlawed in the United States. The structures must be occupied by low to moderate-income families or individuals and which have at least one child under the age of 6 that either resides or visits the home an average of 10 hours per week. These residential structures can be owner-occupied or rental properties. Long-term vacant residential units are not eligible.

The last lead grant the City received (2009-2012) was through the American Recovery and Reinvestment Act (ARRA) for \$1.9 million, and 105 pre-1978 owner-occupied and rental units were completed. The matching funds came from Community Development Block Grant (CDBG) funds.

The maximum grant amount is \$2.5 million for a period of 36 months. The grant amount covers hard and soft costs, salaries, and overhead. The grant will also give the city a chance to provide economic development opportunities in the form of lead worker and supervisor training. The grant application requires a minimum local match of 25%, which will come from CDBG funds for substandard housing rehabilitation. Federal regulations will not allow HOME Investment Partnership funds to be used as a match for other federally-funded programs. The grant application is due February 21, 2017.

Fiscal Note:

Housing Division staff is seeking \$1.5 million in grant funds, requiring a local match of 25% which will come from CDBG funds.

Recommendation:

City Council authorization of Housing Division staff to pursue the Lead-Based Paint Hazard Control Grant in the amount of \$1.5 million with a 25% local match.

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

Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Authorization to apply for the North Carolina Housing Finance Agency's 2017 Urgent Repair Program Grant

Explanation: **Abstract:** The North Carolina Housing Finance Agency is making a total of \$3.5 million available for the 2017 Urgent Repair Grant Program. Program funding enables recipient organizations to provide deferred, forgivable loans of up to \$8,000 for emergency home repairs and modifications to low and very low-income owner-occupied households.

Explanation: The North Carolina Housing Finance Agency (NCHFA) has issued a Notice of Funds Available for its Urgent Repair Grant Program for 2017. The competitive grant is intended to provide assistance to low and very low-income homeowners who have a household member that is elderly, disabled, or has a child under the age of 6 with elevated blood-lead levels. The maximum allowable household income is 50% of area median income (AMI), adjusted for household size.

The maximum grant is \$50,000 for Entitlement Communities and is for 18 months. The grant amount covers both hard and soft costs. The grant application does not specifically define a minimum match percentage; however, the match amount is for hard costs only.

The City is completing its first \$50,000 Urgent Repair Program Grant from the NCHFA, and the match funds came from the GUC Energy Efficiency Grant. This grant is an opportunity to help homeowners that are otherwise not eligible to utilize the City's other federally-funded grant programs. The grant application is due on January 23, 2017, and requires a \$75 non-refundable application fee.

Fiscal Note: Housing Division staff is seeking \$50,000 in grant funds, which requires a local match of 10% which will come from GUC Energy Efficiency Grant funds.

Recommendation: City Council authorization of Housing Division staff to pursue the Urgent Repair Program Grant in the amount of \$50,000 with a 10% local match, and including the \$75 non-refundable application fee.

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

Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Resolution supporting an application by Pitt Street Brewing Company for a Building Reuse Grant through the North Carolina Department of Commerce Rural Economic Development Division

Explanation: **Abstract:** The North Carolina Department of Commerce is considering a Greenville company, Pitt Street Brewing Company, to receive a grant from the Rural Economic Development Division Building Reuse Grant program in the amount of \$112,500. Pitt Street Brewing Company will be a 15-barrel system with a canning line for regional distribution. The project will be located at 630 South Pitt Street in the old Coca Cola Building currently undergoing renovation.

Explanation: The North Carolina Department of Commerce (NCDOC) may approve a Greenville company, Pitt Street Brewing Company, to receive a Building Reuse Grant from the NCDOC Rural Economic Development Division. Pitt Street Brewing Company will submit the full application contingent upon consent from the City Council. City staff is asking City Council to provide a resolution in support of the application. If the application is successful, a public hearing would be scheduled at a future meeting, when City Council would be asked to approve the local match requirement.

This new venture will create 9 new full-time jobs with health insurance, averaging \$32,000 in salary per year. This brewery is considered a “priority industry” under the grant provisions due to the manufacturing component. This priority classification, as well as the business' commitment to paying health insurance, qualifies them for the maximum grant award of \$12,500 per new job created.

The property owner and Pitt Street Brewing Company will invest over \$500,000 in landlord and tenant improvements to help transform a previously vacant building into an active place of business. This will further help the City’s goal of revitalizing the Dickinson Avenue Arts & Innovation District.

Fiscal Note: The Building Reuse Grant program administered through the NC Department of

Commerce will award Pitt Street Brewing Company a grant in the amount of \$112,500. The grant requires a 5% cash match from the City of Greenville which would be \$5,625, with the Department of Commerce paying the other 95%, or \$106,875. Funds to match the grant are included in the FY 2016-2017 budget in a line item designated for economic development matching funds.

Recommendation: Staff recommends that City Council adopt the attached resolution in support of the Pitt Street Brewing Company Building Reuse Grant application.

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

Attachments / click to download

 [Resolution supporting Pitt St Brewery Building Reuse Application 1042841](#)

RESOLUTION NO. __

RESOLUTION SUPPORTING AN APPLICATION ON BEHALF OF
PITT STREET BREWING COMPANY TO THE NORTH CAROLINA
DEPARTMENT OF COMMERCE RURAL ECONOMIC DEVELOPMENT
DIVISION BUILDING REUSE PROGRAM

WHEREAS, the City of Greenville is committed to advancing and promoting economic development in Greenville;

WHEREAS, the City of Greenville has adopted an Economic Development Strategic Plan for the purpose of enhancing the quality of life in Greenville by advancing economic opportunities for businesses and residents of the City of Greenville;

WHEREAS, North Carolina General Statute 158-7.1(a) authorizes the use of economic incentives for the purpose of private sector job creation;

WHEREAS, Pitt Street Brewing Company has pledged to create up to 9 new full-time jobs in the Greenville corporate limits, is eligible to apply for a Building Reuse Grant up to the amount of \$112,500 through the North Carolina Department of Commerce, and requires the sponsorship of the City of Greenville to make the application; and

WHEREAS, the City of Greenville acknowledges that, if the grant is awarded, it will be required to commit to a cash match of 5% of the grant amount toward the project for a total cash match of up to \$5,625;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Greenville that it does hereby support and endorse the application of Pitt Street Brewing Company to the North Carolina Department of Commerce's Building Reuse Grant Program for a grant up to the amount of \$112,500.

Adopted this 9th day of January, 2017.

Allen M. Thomas, Mayor

Attest:

Carol L. Barwick, City Clerk



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Resolution supporting an application by Luna Pizza Café for a Building Reuse Grant through the North Carolina Department of Commerce Rural Economic Development Division

Explanation: **Abstract:** The North Carolina Department of Commerce is considering a Greenville company, Luna Pizza Cafe, to receive a grant from the Rural Development Division Building Reuse Grant program. Luna Pizza Café will be a 49-seat upscale authentic craft pizza café located at 632 S. Pitt Street, Suite 100 in the old Coca Cola Building that is currently undergoing renovation. The projected grant amount will be between \$20,000 and \$35,000, depending on the final number of new jobs that will be created.

Explanation: The North Carolina Department of Commerce (NCDOC) may approve a Greenville company, Luna Pizza Café, to receive a Building Reuse Grant from the NCDOC Rural Development Division. Luna Pizza Café will submit the full application contingent upon consent from the City Council. City staff is asking City Council to provide a resolution in support of the application. If the application is successful, a public hearing would be scheduled at a future meeting, when City Council would be asked to approve the local match requirement.

This new venture will create between 4 and 7 new full-time jobs, averaging \$32,000 in salary per year. Under the grant provisions, a restaurant qualifies for the minimum grant award of \$5,000 per new job created.

The property owner and Luna Pizza Cafe will invest over \$500,000 in landlord and tenant improvements to help transform a previously vacant building into an active place of business. This will further help the City's goal of revitalizing the Dickinson Avenue Arts & Innovation District.


Fiscal Note: If the grant application is successful, the Department of Commerce will award Luna Pizza Café a grant between \$20,000 and \$35,000. The grant requires a 5% cash match from the City of Greenville, which would be between \$1,000 and

\$1,750, with the Department of Commerce paying 95% of the grant amount. Funds to match the grant are included in the FY 2016-2017 budget in a line item designated for economic development matching funds.

Recommendation: Staff recommends that City Council adopt the attached resolution in support of Luna Pizza Café's Building Reuse Grant application.

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

Attachments / click to download

 [Resolution supporting Luna Building Reuse Grant Application 1042843](#)

RESOLUTION NO. __

RESOLUTION SUPPORTING AN APPLICATION ON BEHALF OF
LUNA PIZZA CAFÉ TO THE NORTH CAROLINA DEPARTMENT OF
COMMERCE RURAL ECONOMIC DEVELOPMENT DIVISION BUILDING
REUSE PROGRAM

WHEREAS, the City of Greenville is committed to advancing and promoting economic development in Greenville;

WHEREAS, the City of Greenville has adopted an Economic Development Strategic Plan for the purpose of enhancing the quality of life in Greenville by advancing economic opportunities for businesses and residents of the City of Greenville;

WHEREAS, North Carolina General Statute 158-7.1(a) authorizes the use of economic incentives for the purpose of private sector job creation;

WHEREAS, Luna Pizza Café has pledged to create up to 7 new full-time jobs in the Greenville corporate limits, is eligible to apply for a Building Reuse Grant up to the amount of \$35,000 through the North Carolina Department of Commerce, and requires the sponsorship of the City of Greenville to make the application; and

WHEREAS, the City of Greenville acknowledges that, if the grant is awarded, it will be required to commit to a cash match of 5% of the grant amount toward the project for a total cash match of up to \$1,750;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Greenville that it does hereby support and endorse the application of Luna Pizza Café to the North Carolina Department of Commerce's Building Reuse Grant Program for a grant up to the amount of \$35,000.

Adopted this 9th day of January, 2017.

Allen M. Thomas, Mayor

Attest:

Carol L. Barwick, City Clerk



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Contract with East Carolina University to conduct a Biased Based Policing Study

Explanation: **Abstract:** The Greenville Police Department is seeking a partnership with East Carolina University (ECU) researchers in the development of a comprehensive Biased Based Policing Report. Collaboration with ECU will provide benchmarking areas for comparison, analysis of data, and interpretation of the results.

Explanation: In the past, the Greenville Police Department has captured and reported basic information regarding biased based policing for accreditation purposes. Following training that staff recently attended, there is a need to develop a more in-depth report for the department.

The proposed study will provide City decision makers with scientifically valid research results that measure several key benchmarking areas pertaining to biased based policing so as to guide crime control policies and practices. This study will go beyond the basic reporting in the past which had met the department's accreditation standards, and support the department's 21st Century Policing Initiative. The final report will be developed with the public and department staff in mind, and is intended to be both informational and actionable in terms of content.

A final report detailing the findings is anticipated to be provided to the Greenville Police Department by the end of June 2017. A proposed Statement of Work provided by ECU is attached.

Fiscal Note: The estimated cost of the study is \$9,900. The Police Department will use Federal Asset Forfeiture funds to pay for the study.

Recommendation: Approve the City contracting with East Carolina University for the provision of services as outlined in the Statement of Work for the payment of \$9,900.

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

Attachments / click to download

 [Statement of Work for Bias Based Policing Project](#)

East Carolina University SOW
ECU PI: Heidi S. Bonner, PhD

Statement of Work (SOW)

Proposed Project Period: January 15, 2017 through June 30, 2017

Greenville Police Department Biased Based Policing Study

Submitted to

Greenville Police Department

December 20, 2016

Principal Investigator:

*Heidi S. Bonner, Ph.D.
240 Rivers Building
Department of Criminal Justice
College of Arts & Sciences
252-328-4382
bonnerhe@ecu.edu*

East Carolina University SOW
ECU PI: Heidi S. Bonner, PhD

Greenville Police Department Biased Based Policing Study

Statement of Work

Project Goal:

The aim of the proposed study is to provide city decision makers with scientifically valid research results that measure several key benchmarking areas pertaining to biased based policing so as to guide crime control policies and practices.

Background:

In December 2016, the PI met with Chief Mark Holtzman and other representatives from the Greenville Police Department to discuss the development of a comprehensive Biased Based Policing report. While the department captures and reports basic information regarding biased based policing for accreditation purposes, there is interest in developing a more in-depth report.

Proposed Approach:

Data for the project will be provided by the Greenville Police Department. The PI and co-PI will review existing literature on biased based policing to inform discussions and decisions regarding appropriate benchmarking.

Objectives:

- I) Assist GPD in selecting individual benchmarks for comparison
- II) Collect data from GPD crime analyst and other sources as needed on GPD officer activity including traffic stops, person stops, arrests (traffic and criminal), searches, use of force, and asset forfeiture
- III) Process and analyze data
- IV) Interpret results and write a chapter for the final report

Expected Benefit/Outcomes:

The results of the proposed study will provide city decision makers with scientifically valid research results that measure several key benchmarking areas pertaining to biased based policing so as to guide crime control policies and practices. The final report will be developed with the public and departmental staff in mind, and is intended to be both informational and actionable in terms of content.

Responsibilities:

Heidi S. Bonner, PI, will oversee the project, will be responsible for communication with the IRB, and will coordinate the dissemination of funds as dictated by the contract. She will also have primary responsibility for planning meetings with GPD. She and the co-PI will bear equal responsibility for data analysis, interpretation and reporting.

Michele Stacey, Co-PI, will provide assistance with the development of benchmarks, analysis, interpretation and reporting.

Project Deliverables:

A final report detailing the findings from the analysis of the data collected will be provided to the Greenville Police Department.

East Carolina University SOW
ECU PI: Heidi S. Bonner, PhD

Budget:

Salaries & Fringe:

Bonner (PI) \$4,250

Stacey (co-PI) \$4,750

Indirect Costs @ 10% of

Total Direct Costs \$900

Total Request **\$9,900**

East Carolina University SOW
ECU PI: Heidi S. Bonner, PhD

ECU Contact Information

Project Dates: January 15, 2017 through June 30, 2017

PI Contact Information:

Name: Heidi Bonner, Ph.D.
Phone: 252-328-4382
Email: bonnerhe@ecu.edu
Address: 240 Rivers Building

Administrative Contact for ECU Office of Sponsored Programs (grants and contracts):

Name: Scott Jamieson
Phone: 252.328.9540
Fax: 252.328.4363
Email: osp@ecu.edu
Address: East Carolina University
Office of Sponsored Programs
2200 South Charles Blvd, Suite 2906
Greenville, NC 27858

Financial (fiscal) Contact:

Fiscal Officer Name: Steve Ayers
Ph: 252.328.9527
Email: grantsc@ecu.edu
Address: East Carolina University
Grants & Contracts Office
2200 South Charles Blvd, Suite 2906
Greenville, NC 27858

Institution's Signature Authority for Grants and Contracts:

Barbara H. Gray
Director, Office of Sponsored Programs
(Contact Information Same as Administrative Contact above)

ECU TIN #: 56-6000403



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Reports 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 bids and contracts were awarded during the months of November and December.

Date Awarded	Description	Vendor Purchase Order No.	Amount	MWBE Vendor Yes/No?	Does Local Preference Apply?
12/5/2016	2017 Autocar ACX64 Front Loader	Advantage Truck Center 17000188 Note: HGAC Cooperative Purchase	\$262,941.00	No	No
12/16/2016	Replace Rooftop Unit 1 HVAC System - Municipal Building	ENECO East 17000217	\$64,335.00	No	No

Fiscal Note: Funding for the bids and contracts awarded is included in the City of Greenville's 2016-2017 budget ordinance.

Recommendation: That the award information be reflected in the City Council minutes.

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 [HVAC Replacement](#)

BID TABULATION SHEET
 City of Greenville, North Carolina
 Public Works Department

Project Name:	RTU 1 Municipal Building	Project No.	BFC - 0177
Opening Location:	Facility Maintenance, 101 Hooker Road, Greenville, NC 27834	Bid Opening Date:	8-Dec-16

Contractor Name	Base Bid	Option 1 (Trane Startup)	Option 2 (5yr Compressor Warranty)	Option 3 (5yr Parts & Labor Warranty)	Total Bid	Chooosen Options 1 & 3 + Base Bid
Eneco East	\$52,785.00	\$2,915.00	\$1,105.00	\$8,635.00	\$65,440.00	\$64,335.00
Schneider Electric	\$53,692.00	\$3,830.00	\$1,451.00	\$8,616.00	\$67,589.00	\$66,138.00
Piedmont Service Group	\$60,587.00	Included in Base Bid	\$550.00	\$6,500.00	\$67,637.00	\$67,087.00

Certified by: 
 Ross Peterson, Building Facilities Coordinator

COG DOC# 978062-V98A



City of Greenville, North Carolina

Meeting Date: 1/9/2017
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>
Anointed Ones Church of Deliverance	Registered Property Tax	\$1,586.34
Barnes, Mattie	Registered Property Tax	383.75
Carteret County Tax Office (on behalf of: Nunn, Kenneth D.)	Registered Motor Vehicle	391.56
Cobb, James	Registered Property Tax	118.85
McDonald, Linda	Registered Property Tax	327.74
Nichols, Jimmy	Registered Property Tax	542.70
Nolan, Kerry	Registered Property Tax	367.39
Santaella, Maria C.	Registered Property Tax	453.33
Tillery, Leroy	Registered Property Tax	536.48

Fiscal Note: The total to be refunded is \$4,708.14.

Recommendation: Approval of tax refunds by City Council

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City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Budget ordinance amendment #5 to the 2016-2017 City of Greenville budget (Ordinance #16-036), Recreation & Parks Capital Projects Fund (Ordinance #15-053), Health Fund (Ordinance #16-036), Special Revenue Grants Fund (Ordinance #11-003) and an ordinance to establish a new project fund for FEMA-Hurricane Matthew

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 January 9, 2017 City Council meeting is an ordinance amending the 2016-2017 City of Greenville budget (Ordinance #16-036), Recreation & Parks Capital Projects Fund (Ordinance #15-053), Health Fund (Ordinance #16-036), Special Revenue Grants Fund (Ordinance #11-003) and an ordinance to establish a new project fund for FEMA-Hurricane Matthew.

For ease of reference, a footnote has been added to each line item of the budget ordinance amendment, which corresponds to the explanation below:

Item	Justification	Funds Amended	Net Adjustment
A	Funds that are donated each year to specific departments including Rec & Parks, Fire/Rescue, Police, MWBE, and CD are not always spent in the year received. Unspent funds are carried forward to the new year and used as needed.	-General Fund	\$189,354
B	Utilization of federal and state forfeiture funds to purchase various equipment for the Police Department. Board approved at	-General Fund	\$258,408

	the 11/10/2016 meeting.		
C	A total of \$365,000 was placed in the 2016-17 budget for South Greenville Athletic Field Renovations. To date, only a portion of the money has been moved out of the General Fund to the Rec & Parks Capital Fund budget. This moves the remaining \$103,500 so that the final invoices can be paid for that project and an additional \$45,000 from Contingency to cover costs associated with LEAD.	-General Fund -R&P Cap Proj	<\$148,500> \$148,500
D	To recognize money received from Pierce Insurance Agency in the amount of \$7,500 as a donation for the Employee Appreciation lunches.	-General Fund	\$7,500
E	To recognize donation money received specifically for the "Fund My Park" program in the current year. This money has been received in 2017 only and does not include any rollover donations from previous years.	-General Fund	\$7,449
F	This amendment recognizes additional monies received from Eastern North Carolina Brownfields Coalition (ENCBC) in the amount of \$56,425. This is a revolving loan fund sub-grant. The original grant was \$125,000.	-Special Rev Grant	\$56,425
G	Currently, the City is in a joint project with the North Carolina Department of Transportation for Pedestrian Improvements. The total amount of the funding is \$750,000 however, it is a shared project with NCDOT and they will spend portions of this money as well. For now, the City needs to appropriate what they currently have under contract and that includes a contract with Whitley Contracting for \$150,310 as well as some encumbrances totaling \$60,451.	-GF-Powell Bill	\$250,000
H	Adjust general fund revenues as projected	-General Fund	-
I	Appropriated additional funding from the Health Insurance Fund fund balance to cover the cost of the new health clinic.	-Health Ins	\$25,000
J	Attached is an ordinance to establish a Project Fund for FEMA – Hurricane Matthew activity. This fund will track activity for all expenses and reimbursements that relate to the capital activities for Hurricane Matthew.	-FEMA-Hurricane Matthew Project Fund	2,000,000

Fiscal Note:

The budget ordinance amendment affects the following funds:

Fund Name	2016-17 Budget per Amend #4	Amend #5	2016-17 Budget per Amend #5
General	\$84,176,693	\$712,711	\$84,889,404
Debt Service	\$5,505,438	-	\$5,505,438
Stormwater Utility	\$6,544,434	-	\$6,544,434
Facility Improvement	\$2,326,152	-	\$2,326,152
Vehicle Replacement	\$5,303,743	-	\$5,303,743
Special Revenue Grant	\$5,116,373	\$56,425	\$5,172,798
Public Works Capital Projects	\$34,447,251	-	\$34,447,251
Transportation	\$2,634,012	-	\$2,634,012
Health	\$12,860,572	\$25,000	\$12,885,572
Rec & Parks Capital Projects	\$5,524,848	\$148,500	\$5,673,348
Capital Reserve	\$2,083,419	-	\$2,083,419
Fleet Maintenance	\$4,240,378	-	\$4,240,378
Sanitation	\$7,647,951	-	\$7,647,951
CD – Housing	\$1,417,781	-	\$1,417,781
Sheppard Memorial Library	\$2,511,039	-	\$2,511,039
FEMA – Hurricane Matthew Project Fund	-	\$2,000,000	\$2,000,000

Recommendation:

Approve budget ordinance amendment #5 to the 2016-2017 City of Greenville budget (Ordinance #16-036), Recreation & Parks Capital Project Fund (#15-053), Health Fund (#16-036), and amendment to the Special Revenue Grant Fund (Ordinance #11-003) and an ordinance to establish a new project fund for FEMA-Hurricane Matthew.

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[BUD_AMEND_5_1042839](#)

[Hurricane_Matthew_1042825](#)

**ORDINANCE NO. 17-
CITY OF GREENVILLE, NORTH CAROLINA**

Ordinance (#5) Amending the 2016-2017 City of Greenville Budget (Ordinance #16-036), Recreation and Parks Capital Projects Fund (Ordinance #15-053) Health Fund (Ordinance #16-036), and Special Revenue Grants Fund (Ordinance #11-003)

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 revenue: and appropriations in the amount indicated:

	2016-17 Budget per Amend #4	Budget Amendment #5								2016-17 Budget per Amend #5
		A.	B.	C.	D.	E.	G.	H.	Total Amend #5	
ESTIMATED REVENUES										
Property Tax	\$ 32,744,935	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (300,000)	\$ (300,000)	\$ 32,444,935
Sales Tax	17,681,023	-	-	-	-	-	-	150,000	150,000	17,831,023
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	-	-	-	-	-	(100,000)	(100,000)	(100,000)	1,383,674
Other Unrestricted Intergov't	874,012	-	-	-	-	-	-	-	-	874,012
Powell Bill	2,220,065	-	-	-	-	-	-	-	-	2,220,065
Restricted Intergov't Revenues	1,043,650	166,233	258,408	-	-	7,449	250,000	-	682,090	1,725,740
Licenses, Permits and Fees	4,277,874	-	-	-	-	-	-	150,000	150,000	4,427,874
Rescue Service Transport	3,096,519	-	-	-	-	-	-	-	-	3,096,519
Parking Violation Penalties, Leases,	378,386	-	-	-	-	-	-	-	-	378,386
Other Sales & Services	343,328	-	-	-	-	-	-	-	-	343,328
Other Revenues	1,716,346	23,121	-	-	7,500	-	-	-	30,621	1,746,967
Interest on Investments	400,000	-	-	-	-	-	-	100,000	100,000	500,000
Transfers In GUC	6,498,420	-	-	-	-	-	-	-	-	6,498,420
Appropriated Fund Balance	3,214,178	-	-	-	-	-	-	-	-	3,214,178
Total Revenues	\$ 84,176,693	\$ 189,354	\$ 258,408	\$ -	\$ 7,500	\$ 7,449	\$ 250,000	\$ -	\$ 712,711	\$ 84,889,404
APPROPRIATIONS										
Mayor/City Council	\$ 733,265	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 733,265
City Manager	2,325,711	-	-	-	-	-	-	-	-	2,325,711
City Clerk	244,879	-	-	-	-	-	-	-	-	244,879
City Attorney	455,059	-	-	-	-	-	-	-	-	455,059
Human Resources	2,796,037	-	-	-	7,500	-	-	-	7,500	2,803,537
Information Technology	3,136,382	-	-	-	-	-	-	-	-	3,136,382
Fire/Rescue	14,323,031	16,727	-	-	-	-	-	-	16,727	14,339,758
Financial Services	2,491,577	232	-	-	-	-	-	-	232	2,491,809
Recreation & Parks	8,426,815	166,233	-	(103,500)	-	7,449	-	-	70,182	8,496,997
Police	23,168,881	4,266	258,408	-	-	-	-	-	262,674	23,431,555
Public Works	10,896,770	-	-	-	-	-	-	-	-	10,896,770
Community Development	2,664,929	1,896	-	-	-	-	-	-	1,896	2,666,825
OPEB	500,000	-	-	-	-	-	-	-	-	500,000
Contingency	51,275	-	-	(45,000)	-	-	-	-	(45,000)	6,275
Indirect Cost Reimbursement	(1,432,859)	-	-	-	-	-	-	-	-	(1,432,859)
Capital Improvements	-	-	-	-	-	-	250,000	-	250,000	250,000
Total Appropriations	\$ 70,781,752	\$ 189,354	\$ 258,408	\$ (148,500)	\$ 7,500	\$ 7,449	\$ 250,000	\$ -	\$ 564,211	\$ 71,345,963
OTHER FINANCING SOURCES										
Transfers to Other Funds	\$ 13,394,941	\$ -	\$ -	\$ 148,500	\$ -	\$ -	\$ -	\$ -	\$ 148,500	\$ 13,543,441
Total Other Financing Sources	\$ 13,394,941	\$ -	\$ -	\$ 148,500	\$ -	\$ -	\$ -	\$ -	\$ 148,500	\$ 13,543,441
Total Approp & Other Fin Sources	\$ 84,176,693	\$ 189,354	\$ 258,408	\$ -	\$ 7,500	\$ 7,449	\$ 250,000	\$ -	\$ 712,711	\$ 84,889,404

Section II: Estimated Revenues and Appropriations. Health Fund, of Ordinance #16-036 is hereby amended by increasing estimated revenue: and appropriations in the amount indicated:

	2016-17 Budget per Amend #4	Budget Amend #5		2016-17 Budget per Amend #5
		I.	Total Amend #5	
ESTIMATED REVENUES				
Employer Contributions - COG	\$ 8,837,053	\$ -	\$ -	\$ 8,837,053
Employee Contributions - COG	1,245,311	-	-	1,245,311
Retiree Contributions - COG	1,311,058	-	-	1,311,058
Other Health Sources	1,219,274	-	-	1,219,274
Appropriated Fund Balance	247,876	25,000	25,000	272,876
Total Revenues	\$ 12,860,572	\$ 25,000	\$ 25,000	\$ 12,885,572
APPROPRIATIONS				
City	\$ 10,851,187	\$ -	\$ -	\$ 10,851,187
Library	209,203	-	-	209,203
CVA	52,814	-	-	52,814
Housing	812,915	-	-	812,915
Airport	177,167	-	-	177,167
Retiree	592,286	-	-	592,286
Other Expense	90,000	-	-	90,000
Capital / Renovations	75,000	25,000	25,000	100,000
Total Appropriations	\$ 12,860,572	\$ 25,000	\$ 25,000	\$ 12,885,572

Section III: Estimated Revenues and Appropriations. Recreation and Parks Capital Projects Fund, of Ordinance #15-053 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	2016-17 Budget per Amend #4	Budget Amend #5		2016-17 Budget per Amend #5
		C.	Total Amend #5	
ESTIMATED REVENUES				
Restricted Intergovernmental	\$ 1,350,000	\$ -	\$ -	\$ 1,350,000
Transfer from General Fund	1,920,195	148,500	148,500	2,068,695
Transfer from Debt Service	32,500	-	-	32,500
Transfer from Capital Reserve	122,153	-	-	122,153
Bond Proceeds	2,100,000	-	-	2,100,000
Total Revenues	\$ 5,524,848	\$ 148,500	\$ 148,500	\$ 5,673,348
APPROPRIATIONS				
South Greenville Renovations & Add	\$ 3,089,500	\$ 148,500	\$ 148,500	\$ 3,238,000
Trillium Park Equipment Project	1,001,331	-	-	1,001,331
Town Common Renovations	985,932	-	-	985,932
Westside Park Acquisition & Dev	122,153	-	-	122,153
Tar River	325,932	-	-	325,932
Total Appropriations	\$ 5,524,848	\$ 148,500	\$ 148,500	\$ 5,673,348

Section IV: Estimated Revenues and Appropriations. Special Revenue Grant Fund, of Ordinance #11-003 is hereby amended by increasing estimated revenue: and appropriations in the amount indicated:

	2016-17 Budget per Amend #4	Budget Amend #5		2016-17 Budget per Amend #5
		F.	Total Amend #5	
ESTIMATED REVENUES				
Special Fed/State/Loc Grant	\$ 4,456,840	\$ 56,425	\$ 56,425	\$ 4,513,265
Transfer From General Fund	579,533	-	-	579,533
Transfer From Pre-1994 Entitlement	80,000	-	-	80,000
Total Revenues	\$ 5,116,373	\$ 56,425	\$ 56,425	\$ 5,172,798
APPROPRIATIONS				
Personnel	\$ 1,052,069	\$ -	\$ -	\$ 1,052,069
Operating	\$ 2,757,629	56,425	56,425	2,814,054
Capital Outlay	\$ 1,306,675	-	-	1,306,675
Total Appropriations	\$ 5,116,373	\$ 56,425	\$ 56,425	\$ 5,172,798

Section V: All ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed:

Adopted this 9th day of January, 2017

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

City of Greenville
Budget Amendment #5
Fiscal Year 2016-17

GENERAL FUND

Fund Balance Appropriated per Amendment #5

	General Fund	Powell Bill Fund	Total
2016-17 Adopted Budget Ordinance			
Purchase of Imperial Site	\$ 1,040,000	\$ -	\$ 1,040,000
Budget Contingency	38,808	-	38,808
Powell Bill Carryover	-	717,186	717,186
Subtotal	\$ 1,078,808	\$ 717,186	\$ 1,795,994
Capital Project Carryover From FY2015-16			
Fire/Rescue #3 Parking Lot Project	\$ 139,551	\$ -	\$ 139,551
Tar River Study	136,932	-	136,932
Public Works Dept Carryover	191,187	-	191,187
Town Common Improvements	260,534	-	260,534
Mast Arm Poles Project	100,000	-	100,000
City Hall Lobby Renovation Project	34,719	-	34,719
Fire/Rescue Defibrillators	35,500	-	35,500
Historical Loan Pilot Projects	70,000	-	70,000
Subtotal	\$ 968,423	\$ -	\$ 968,423
Economic Development Carryover			
Revolving Loan Fund	\$ 110,000	\$ -	\$ 110,000
The Boundary Property Tax Credit	175,000	-	175,000
Subtotal	\$ 285,000	\$ -	\$ 285,000
Other Appropriations			
King George Road Bridge Project	\$ -	\$ 164,761	\$ 164,761
Subtotal	\$ -	\$ 164,761	\$ 164,761
Total Appropriated as of Amendment #5	\$ 2,332,231	\$ 881,947	\$ 3,214,178

City of Greenville
Budget Amendment #5
Fiscal Year 2016-17

GENERAL FUND

General Fund Contingency Available for Appropriation per Amendment #5:

2016-17 Contingency Fund Budget \$ 150,000

Appropriations As of Amendment #4:

Pedestrian Bridge Study (20% Match)	\$ (5,000)	
Governor's Crime Commission Grant (20% Match)	(27,725)	
Recreation and Parks Credit Card Chip Readers	(7,000)	
Security Cameras at South Greenville Rec Center	(6,000)	
Uptown Greenville Contract	(50,000)	
Uptown Brewing Company (5% Match)	(3,000)	
South Greenville Rec Center LEAD	(45,000)	
		(143,725)

Contingency Available for Appropriation per Amend #5 \$ 6,275

ORDINANCE NO. 17-
CITY OF GREENVILLE, NORTH CAROLINA
FEMA -HURRICANE MATTHEW PROJECT FUND
BUDGET ORDINANCE

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

Section I: Estimated Revenues. It is estimated that the following revenues will be available for the FEMA-Hurricane Matthew Project Fund:

	ORIGINAL 2016-2017 BUDGET
<u>ESTIMATED REVENUES</u>	
Federal Emergency Management Agency	\$ 1,600,000
North Carolina Division of Emergency Management	400,000
TOTAL REVENUES	<u><u>\$ 2,000,000</u></u>

Section II: Appropriations. The following amounts are hereby appropriated for the FEMA-Hurricane Matthew Project Fund:

<u>APPROPRIATIONS</u>	
City Property	\$ 400,000
Debris Removal	1,600,000
TOTAL APPROPRIATIONS	<u><u>\$ 2,000,000</u></u>

Section III: All ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed.

Section IV: This ordinance will become effective upon its adoption.

Adopted this 9th day of January, 2017.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Discussion of a Resolution on Hate Crime Reporting

Explanation: **Abstract:** At the December 8, 2016, City Council meeting, there was discussion concerning a resolution on hate crime reporting. City Council tabled the matter for further discussion, and the discussion is scheduled to occur at the January 9, 2017, meeting.

Explanation: At its December 8, 2016, meeting, City Council discussed a resolution on hate crime reporting. The issue was placed on the agenda at the request of Mayor Pro Tem Smith. During the discussion, the possibility of the City seeking, as a component of its 2017 Legislative Initiatives with the North Carolina General Assembly, a revision of the State's ethnic intimidation law (generally referred to as hate crimes law) was noted. As a result, a motion was made to amend the list of the categories of bias which should be reported to the Federal Bureau of Investigation (FBI) to include all of the categories in the potential Legislative Initiative on hate crimes was made and seconded. After discussion, Council approved a motion to table the matter for further discussion.

On December 15, 2016, City Manager Lipscomb, Chief of Police Holtzman, Assistant City Attorney Phillips, and Mayor Pro Tem Smith met to discuss the resolution. As a result of the meeting, it was determined to propose a version of the resolution which accomplishes the following:

(1) Follows exactly the definition of hate crime, for the purpose of collecting statistics, which the FBI instructs Police Departments to use in its reporting. In the event the definition is amended in the future to include other types of bias, this amendment of the types of bias to be reported to the FBI will be automatically incorporated into the definition of hate crime for actions required by the resolution. See the first "Whereas" of the Proposed Resolution and Section 1 of the Proposed Resolution.

(2) Deletes the requirement that the Police Department identify victims of hate crimes committed within the corporate limits of the City of Greenville. This was

considered to not be necessary since the reporting of the statistical information to the FBI is what is required – not the identity of specific individuals who are victims. See Section 2(e)(2) of the Proposed Resolution.

The definition of hate crimes to be reported to the FBI, as mandated by the Hate Crime Statistics Act and its amendments, is a committed criminal offense that is motivated, in whole or in part, by the offender's bias(es) against a race, religion, disability, sexual orientation, ethnicity, gender, or gender identity. The Hate Crime summary report provided by the SBI for the purpose of reporting statistics lists only these categories of bias. The SBI then reports the statistics to the FBI.

The FBI instruction manual to assist Police Departments in reporting these statistics states that the types of bias to be reported to the FBI Uniform Crime Reporting (UCR) Program are limited to these categories (those mandated by the Hate Crime Statistics Act and its subsequent amendments).

Attached is the following:

- 1) ORIGINAL VERSION of the Resolution which was included with the agenda material for the December 8, 2016, meeting.
- 2) AMENDED VERSION of the Resolution which is the amendment made by motion at the December 8, 2016, meeting and included the categories of bias included in the potential Legislative Initiative on hate crimes.
- 3) PROPOSED VERSION of the Resolution which tracks the definition utilized by the FBI of hate crimes for the purpose of collecting statistics.

The issue of a potential Legislative Initiative on hate crimes is a subject of discussion later in the meeting on the agenda item relating to the 2017 Legislative Initiatives for the North Carolina General Assembly.

Fiscal Note:

There is expense associated with compiling the statistics, reporting the statistics, and possibly training if not done in-house.

Recommendation:

If Council determines to adopt a resolution on hate crime reporting, it is recommended that the attached Proposed Version of the resolution be approved.

Attachments / click to download

- [Original Version RESOLUTION HATE CRIME REPORTING 1042663](#)
 - [Amended Version RESOLUTION HATE CRIME REPORTING 1042664](#)
 - [Proposed Version RESOLUTION HATE CRIME REPORTING 1042665](#)
-

ORIGINAL VERSION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA RELATING TO HATE CRIME REPORTING BY THE POLICE DEPARTMENT OF THE CITY OF GREENVILLE, NORTH CAROLINA

WHEREAS, hate crimes inflicted because of a person or group's real or perceived race, color, ethnicity, gender, sexual orientation, religion, disability, age, or national origin are particularly malicious and evil acts which threaten the integrity of our state and nation as a whole;

WHEREAS, the history of hate crimes contains some of the most alarming and brutal racially-motivated crimes, including the torture and murder of individuals, and the assassination of others;

WHEREAS, accurate and detailed reporting is essential in identifying, predicting, and hopefully eradicating the occurrence of hate crimes; and

WHEREAS, an adequate, well-known system to report hate crimes is necessary to encourage victims of hate crimes to also report these vicious acts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA THAT:

SECTION 1. Definition of Hate Crime.

Any crime committed because of the actual or perceived race, color, religion, ethnicity, national origin, gender, sexual orientation, age, or disability of the victim.

SECTION 2. Responsibilities Relating to Hate Crime Reporting.

- (a) The Police Department of the City of Greenville, North Carolina shall develop guidelines for the collection and documentation of hate crimes committed within the corporate limits of the City of Greenville, North Carolina.
- (b) The Police Department of the City of Greenville, North Carolina shall provide training to its law enforcement personnel on criminal laws involving hate crimes as well as departmental policies on proper reporting of hate crimes.
- (c) The City Council of the City of Greenville, North Carolina shall ensure that sufficient resources are made available to the Police Department of the City of Greenville, North Carolina to develop and implement a standardized system for collecting and analyzing hate crimes committed within the corporate limits of the City of Greenville, North Carolina.
- (d) The Police Department of the City of Greenville, North Carolina shall provide annual statistical data regarding the occurrence of hate crimes and the groups or individuals targeted to the Federal Bureau of Investigation, pursuant to 28 U.S.C. 534, for entry into the national crime information databases.
- (e) The Police Department of the City of Greenville, North Carolina shall:

ORIGINAL VERSION

- (1) Complete training on the nature of hate crimes, the victim(s), the perpetrator(s), and the procedures for recording hate crimes statistics.
- (2) Identify victims of hate crimes committed within the corporate limits of the City of Greenville.
- (3) Prepare an annual report of the occurrence of hate crimes committed within the corporate limits of the City of Greenville, North Carolina for the previous year.

SECTION 3. Severability Clause.

Should any sentence, paragraph, subdivision, clause, phrase, or section of this Resolution be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Resolution as a whole, or any part or provision thereof other than the part declared to be invalid, illegal, or unconstitutional.

SECTION 4. Effective Date.

This Resolution shall be effective upon its adoption.

This the 8th day of December, 2016.

Allen M. Thomas, Mayor

Carol L. Barwick, City Clerk

AMENDED VERSION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA RELATING TO HATE CRIME REPORTING BY THE POLICE DEPARTMENT OF THE CITY OF GREENVILLE, NORTH CAROLINA

WHEREAS, hate crimes inflicted because of a person or group's real or perceived race, color, ethnicity, gender, sexual orientation, religion, disability, age, ~~or~~ national origin, **genetic information, gender identity, gender reassignment, or gender expression, military or veteran status, marital status, employment status or position, socio-economic status, political affiliation, or association with a person or group with one or more of these actual or perceived characteristics** are particularly malicious and evil acts which threaten the integrity of our state and nation as a whole;

WHEREAS, the history of hate crimes contains some of the most alarming and brutal racially-motivated crimes, including the torture and murder of individuals, and the assassination of others;

WHEREAS, accurate and detailed reporting is essential in identifying, predicting, and hopefully eradicating the occurrence of hate crimes; and

WHEREAS, an adequate, well-known system to report hate crimes is necessary to encourage victims of hate crimes to also report these vicious acts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA THAT:

SECTION 1. Definition of Hate Crime.

Any crime committed because of the actual or perceived race, color, religion, ethnicity, national origin, gender, sexual orientation, age, ~~or~~ disability, **genetic information, gender identity, gender reassignment, or gender expression, military or veteran status, marital status, employment status or position, socio-economic status, political affiliation, or association with a person or group with one or more of these actual or perceived characteristics** of the victim.

SECTION 2. Responsibilities Relating to Hate Crime Reporting.

- (a) The Police Department of the City of Greenville, North Carolina shall develop guidelines for the collection and documentation of hate crimes committed within the corporate limits of the City of Greenville, North Carolina.
- (b) The Police Department of the City of Greenville, North Carolina shall provide training to its law enforcement personnel on criminal laws involving hate crimes as well as departmental policies on proper reporting of hate crimes.
- (c) The City Council of the City of Greenville, North Carolina shall ensure that sufficient resources are made available to the Police Department of the City of Greenville, North

AMENDED VERSION

Carolina to develop and implement a standardized system for collecting and analyzing hate crimes committed within the corporate limits of the City of Greenville, North Carolina.

- (d) The Police Department of the City of Greenville, North Carolina shall provide annual statistical data regarding the occurrence of hate crimes and the groups or individuals targeted to the Federal Bureau of Investigation, pursuant to 28 U.S.C. 534, for entry into the national crime information databases.
- (e) The Police Department of the City of Greenville, North Carolina shall:
 - (1) Complete training on the nature of hate crimes, the victim(s), the perpetrator(s), and the procedures for recording hate crimes statistics.
 - (2) Identify victims of hate crimes committed within the corporate limits of the City of Greenville.
 - (3) Prepare an annual report of the occurrence of hate crimes committed within the corporate limits of the City of Greenville, North Carolina for the previous year.

SECTION 3. Severability Clause.

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SECTION 4. Effective Date.

This Resolution shall be effective upon its adoption.

This the 9th day of January, 2017.

Allen M. Thomas, Mayor

Carol L. Barwick, City Clerk

PROPOSED VERSION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA RELATING TO HATE CRIME REPORTING BY THE POLICE DEPARTMENT OF THE CITY OF GREENVILLE, NORTH CAROLINA

WHEREAS, hate crimes inflicted because of a person or group's real or perceived race, ~~color~~, ethnicity, gender, sexual orientation, religion, disability, ~~age, or national origin or gender identity~~ are particularly malicious and evil acts which threaten the integrity of our state and nation as a whole;

WHEREAS, the history of hate crimes contains some of the most alarming and brutal racially-motivated crimes, including the torture and murder of individuals, and the assassination of others;

WHEREAS, accurate and detailed reporting is essential in identifying, predicting, and hopefully eradicating the occurrence of hate crimes; and

WHEREAS, an adequate, well-known system to report hate crimes is necessary to encourage victims of hate crimes to also report these vicious acts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA THAT:

SECTION 1. Definition of Hate Crime.

~~Any crime committed because of the actual or perceived race, color, religion, ethnicity, national origin, gender, sexual orientation, age, or disability, of the victim.~~

~~A hate crime means a committed criminal offense that is motivated, in whole or in part, by the offender's bias(es) against a race, religion, disability, sexual orientation, ethnicity, gender, or gender identity or any other type of bias to be reported to the Federal Bureau of Investigation pursuant to subsequent amendments to the Hate Crime Statistics Act.~~

SECTION 2. Responsibilities Relating to Hate Crime Reporting.

- (a) The Police Department of the City of Greenville, North Carolina shall develop guidelines for the collection and documentation of hate crimes committed within the corporate limits of the City of Greenville, North Carolina.
- (b) The Police Department of the City of Greenville, North Carolina shall provide training to its law enforcement personnel on criminal laws involving hate crimes as well as departmental policies on proper reporting of hate crimes.
- (c) The City Council of the City of Greenville, North Carolina shall ensure that sufficient resources are made available to the Police Department of the City of Greenville, North Carolina to develop and implement a standardized system for collecting and analyzing hate crimes committed within the corporate limits of the City of Greenville, North Carolina.

PROPOSED VERSION

- (d) The Police Department of the City of Greenville, North Carolina shall provide annual statistical data regarding the occurrence of hate crimes and the groups or individuals targeted to the Federal Bureau of Investigation, pursuant to 28 U.S.C. 534, for entry into the national crime information databases.
- (e) The Police Department of the City of Greenville, North Carolina shall:
 - (1) Complete training on the nature of hate crimes, the victim(s), the perpetrator(s), and the procedures for recording hate crimes statistics.
 - (2) ~~Identify victims of hate crimes committed within the corporate limits of the City of Greenville.~~
 - (3) Prepare an annual report of the occurrence of hate crimes committed within the corporate limits of the City of Greenville, North Carolina for the previous year.

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SECTION 4. Effective Date.

This Resolution shall be effective upon its adoption.

This the 9th day of January, 2017.

Allen M. Thomas, Mayor

Carol L. Barwick, City Clerk



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Presentations by Boards and Commissions

- a. Environmental Advisory Commission
- b. Affordable Housing Loan Committee

Explanation: The Environmental Advisory Commission and Affordable Housing Loan Committee are scheduled to make their annual presentations to City Council at the January 9, 2017 meeting.

Fiscal Note: No direct cost

Recommendation: Hear the presentations from the Environmental Advisory Commission and Affordable Housing Loan Committee.

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

Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Greenville-Pitt County Convention & Visitors Bureau Sports Study Conclusions and Recommendations as presented by CSL International

Explanation: The Greenville-Pitt County Convention & Visitors Bureau retained CSL International to conduct a needs assessment and feasibility study on the possible addition of a sports-related facility for the Greenville community with the goal of increasing both local user access and economic impact by attracting additional statewide and regional events. CSL will offer their assessments and conclusions to City Council members for informational purposes.

Fiscal Note: No direct cost to hear the presentation. Future considerations for any expenditures would take place at a later time.

Recommendation: No current action is required. The presentation is for information purposes only and for future consideration.

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City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Presentation on costs to construct Sycamore Hill Commemorative Tower and Plaza and associated improvements at the Town Common

Explanation: **Abstract:** On November 10, 2016, City Council adopted the Town Common schematic design and master plan update. Recreation and Parks staff will provide a presentation on the implementation and costs associated with the proposed Sycamore Hill Missionary Baptist Church Memorial Tower and commemorative plaza, restroom facilities, and parking improvements.

Explanation: On November 10, 2016, Rhodeside and Harwell, Inc. (RHI) presented the the schematic design and master plan update for improvements at the Town Common. During the presentation, RHI offered its recommendation on the next phase of improvements to be implemented, along with a probable cost statement. The recommended park elements included the Sycamore Hill Missionary Baptist Church (SHMBC) Memorial Tower and commemorative plaza, restroom facilities, and parking improvements. Current estimates for these items total \$2,941,169 as advised by Bree & Associates.

As part of the FY16-17 budget, City Council approved CIP funding in the amount of \$985,882 for the implementation of improvements at the Town Common, specifically related to the Sycamore Hill Missionary Baptist Church Memorial Tower, restroom facilities, and parking. Preliminary cost estimates by RHI for these improvements is near \$3 million. The next step in implementing the recommended park elements is to solicit a design firm through the RFQ process to complete construction documents.

Construction documents include architectural and engineering drawings, specifications, and contract documents that will be used to bid the project for construction.

Recreation and Parks staff will be in attendance to discuss the construction documents process and provide information on implementation and the costs associated with these park improvements.

Fiscal Note:

A detailed cost estimate for the implementation of the Town Common Schematic Plan in its entirety was included in the updated master plan (attached; printed copy provided to Council previously).

City Council previously approved CIP funding totaling \$985,882 for Town Common improvements as part of the FY16-17 budget. A portion of these funds will be used to complete construction and bid documents for the SHMBC Memorial Tower, restroom facility, and parking improvements. Remaining funds will be retained for later use towards actual construction costs. Based upon preliminary estimates, there appears to be a shortfall of approximately \$2.5 million to complete Phase I of the project.

Recommendation:

Authorize the City Manager to proceed with the RFQ process for the construction documents related to the SHMBC Memorial Tower, restroom facilities, and parking improvements.

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Attachments / click to download



Greenville
NORTH CAROLINA

RHODESIDE & HARWELL

GREENVILLE | TOWN COMMON

SCHEMATIC DESIGN

December 2016

Project for:



Project by:



In collaboration with:

The East Group
Moffatt & Nichol
MHA Works
BREE & Associates

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4	COST ESTIMATE.....	35

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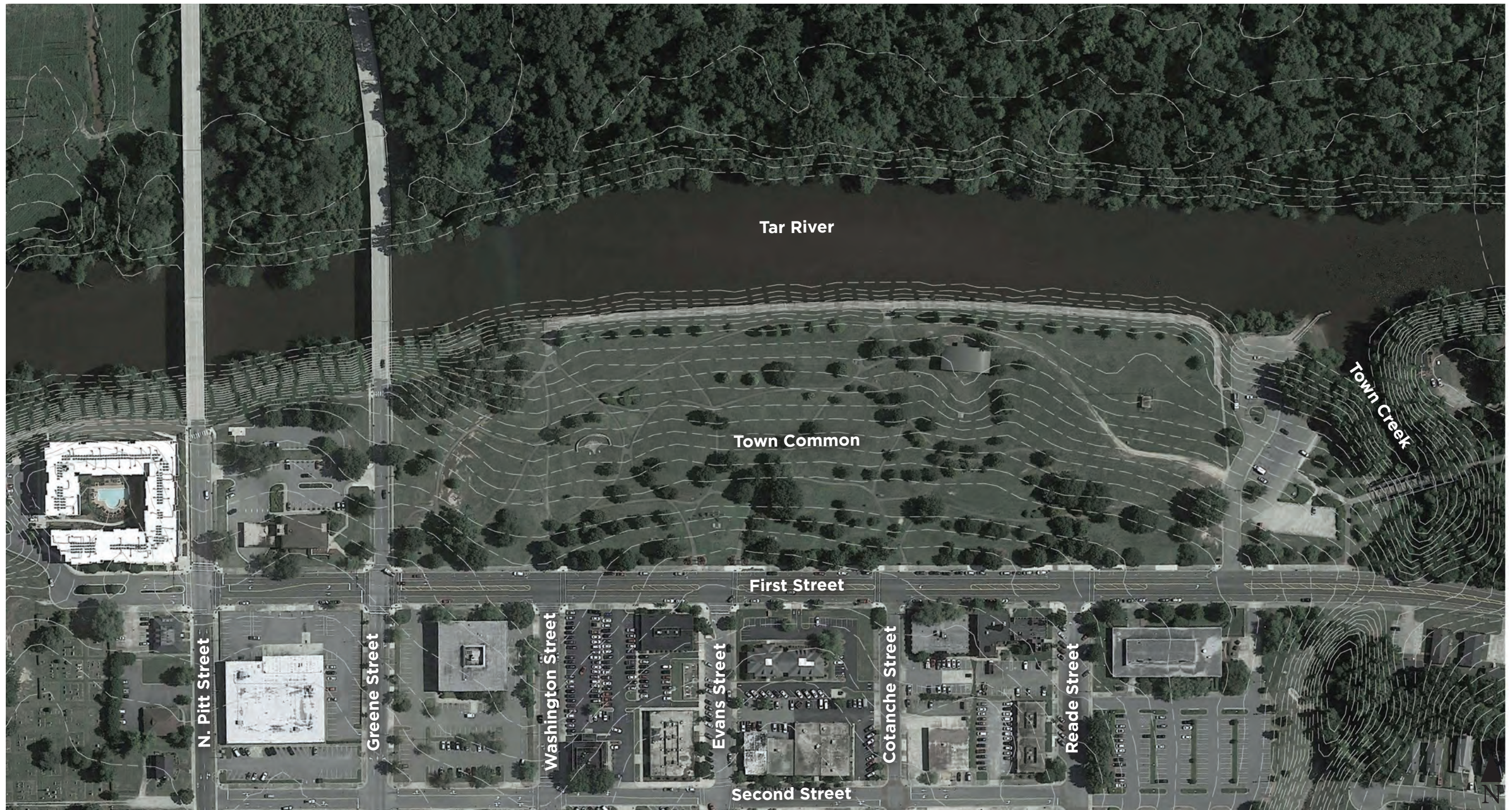
1 EXISTING CONDITIONS

Regional Context



In its totality, Greenville's riverfront can be characterized as a dynamic "outdoor room" defined by a variety of natural resources, built environments and significant cultural assets. At the core of the City's seven-mile riverfront is Town Common. Town Common is an important point of Uptown-River convergence and can best be described as Greenville's "central park".

Aerial Photo



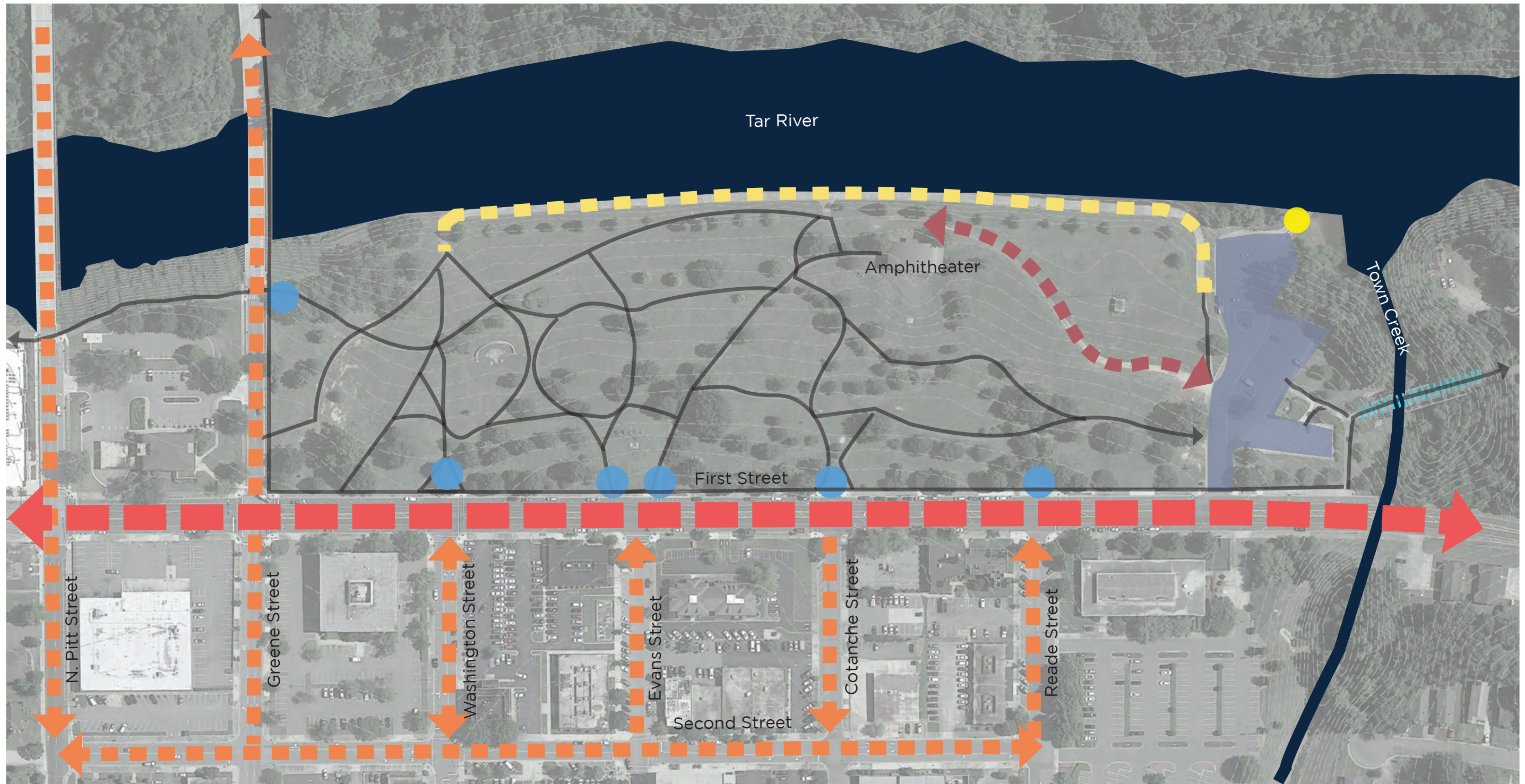
Town Common is located on the northern edge of the City's Uptown district. The park is bound by the Tar River to the north, Town Creek to the east, and various commercial and institutional developments to the south and west.

Site Features



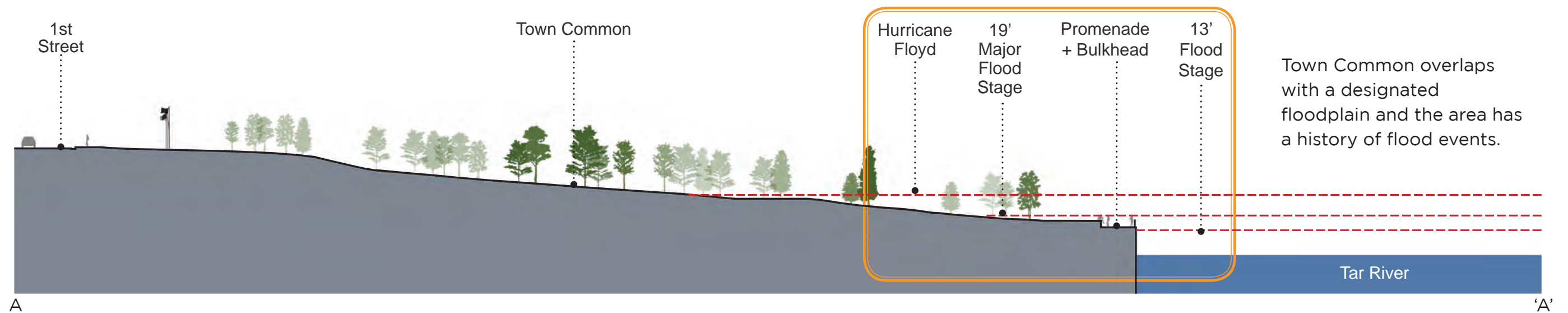
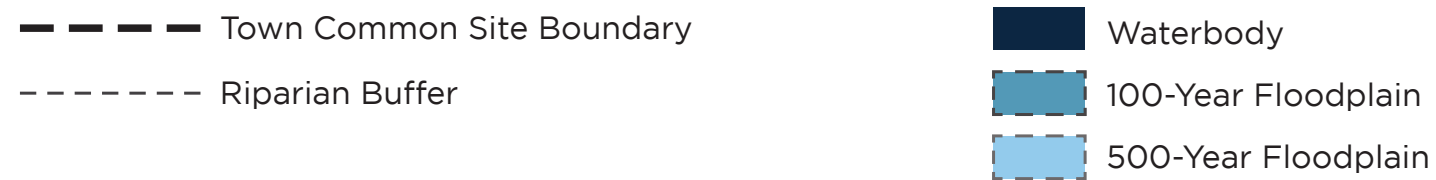
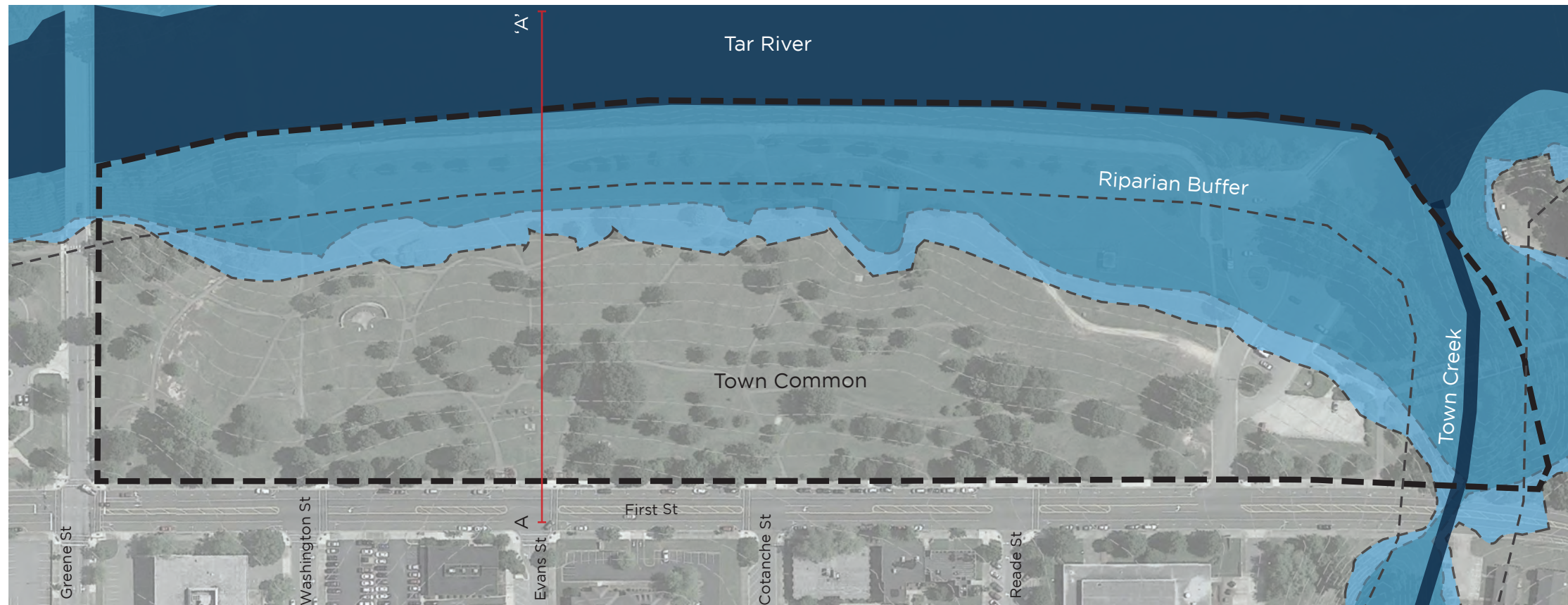
Town Common is an 20-acre open space that is currently comprised of several significant site features including an amphitheater, riverfront esplanade, Veterans War Memorial, a pedestrian bridge linking the park to the South Tar River Greenway, and river boat access.

Site Features

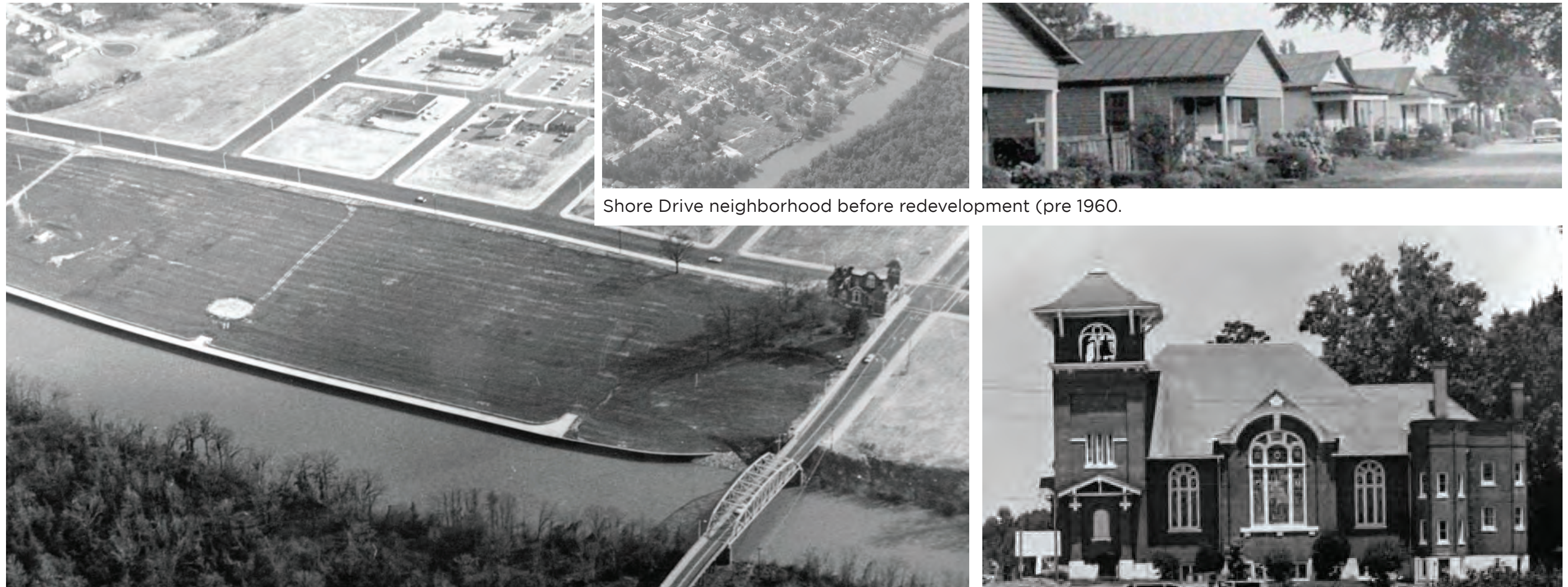


- | | | | | | |
|--|--------------------------------------|--|----------------------|--|--------------------------------|
| | Major Roadway | | Portals | | Existing Waterfront Promenade |
| | Traffic Direction | | Existing Parking Lot | | Existing Park Trails/Sidewalks |
| | Service Vehicular Access in the Park | | Pedestrian Bridge | | Boat Ramp / Fishing Pier |

Environmental Conditions



Historical Photos



Shore Drive neighborhood before redevelopment (pre 1960).

Town Common aster site after clearing. Sycamore Hill Baptist Church was the only structure remaining (post 1960).



Historically, Greenville has looked to the River as a major trade route for rice and tobacco, and an affective transportation alternative to roadways.

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2 COMMUNITY VISIONING

Project Process

An all-inclusive engagement process enfoldng stakeholders and citizens alike was essential to the development the Town Common Schematic Design. Throughout the design process, several community engagement sessions were conducted to obtain feedback from the community.



Focus group session (January 12th)



Public meeting (August 29th)



January 11-13, 2016

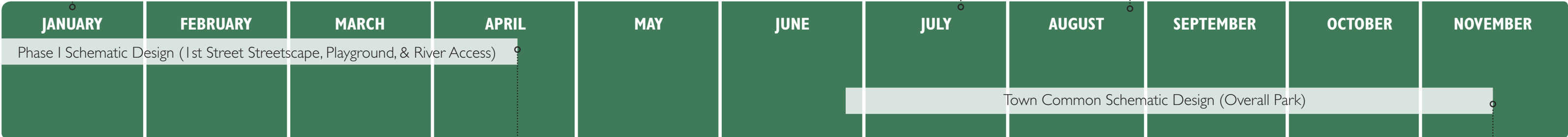
- Three-day series of meetings:
 - Five (5) focus group sessions (with Sycamore Hill Missionary Baptist Church, Uptown Greenville, Trillium, & City staff)
 - One (1) public open house
- Provided an opportunity to engage City staff, community stakeholders, and the Greenville community at-large. Items discussed included:
 - The identification of key issues, challenges, and opportunities.
 - Review of the 2009 Town Common Master Plan.

July 20, 2016

- Meeting with Sycamore Hill Missionary Baptist Church to discuss commemorative visions and opportunities

August 29-30, 2016

- Two-day series of meetings:
 - Five (5) focus group sessions (with City Council members and Sycamore Hill Missionary Baptist Church)
 - One (1) public open house
- Provided an opportunity to engage City staff, community stakeholders, and the Greenville community at-large. Items discussed included:
 - The identification of key issues, challenges, and opportunities.
 - Review of initial design ideas and alternatives



2016

Project Process Timeline

April 14th, 2016

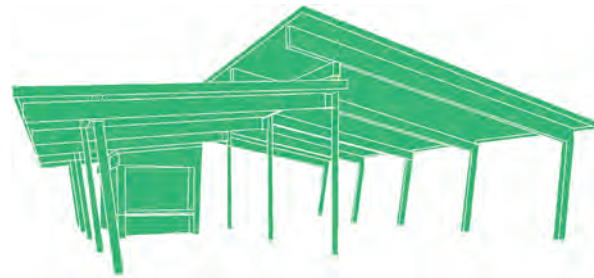
- Phase I Schematic Design Approved by City Council

November 10th, 2016

- Town Common Schematic Design Approved by City Council

What We Learned

The following is a summary of information obtained as part of initial focus group sessions and the community Open House held in January 2016. The information below was obtained as part of an interactive session to gain feedback related to the following five park elements:



1 ARCHITECTURE

NEGATIVE REACTIONS	ATTRIBUTE	POSITIVE REACTIONS
X X X X X X X X X X	Contemporary and angular	X
X X X X	Tobacco farming inspired forms	X X X
X	Green roof/utilized roof space	X X
	Prominent windows and strong views	X X



2 PLANT CHARACTER

NEGATIVE REACTIONS	ATTRIBUTE	POSITIVE REACTIONS
X X X X X X X X	Open lawn space	X X X X X X X X X X X X X X X X X X X X
	Native wetland planting	X X X X X X X X X X
X X X X X X X X X X	Formal and structured landscape	X
X X	Manipulated topography	X X
	Layered plant texture	X X X X X X X X X X X X X X X X X



3 RECREATION AND PROGRAM

NEGATIVE REACTIONS	ATTRIBUTE	POSITIVE REACTIONS
X X X X X X X X	Passive lawn area	X X X X X X X X X X X X X X X X X X X X
X X	Outdoor seating and dining	X X
	Exercise groups and classes (Yoga)	X X X X X X X X X X X X
	Farmer's Markets	X X X X
X	Games	X X X X
X X X X X X X X X X	Concerts and performances	X X X X X X X X X X X X X X X



4 WATER FRONT ACCESS

NEGATIVE REACTIONS	ATTRIBUTE	POSITIVE REACTIONS
	Native wetland species	X X X X X X X X X X
	Boardwalk	X X X X X X X X X X
X X X X X X X X	Access through stairs	X X X X
X X X X X X	Waterfront hardscape	X X
	Created natural river edge	
	Water sports (fishing, kayaking, etc...)	X X X X X X X X X X X X X



5 HARDSCAPE AND FURNISHING

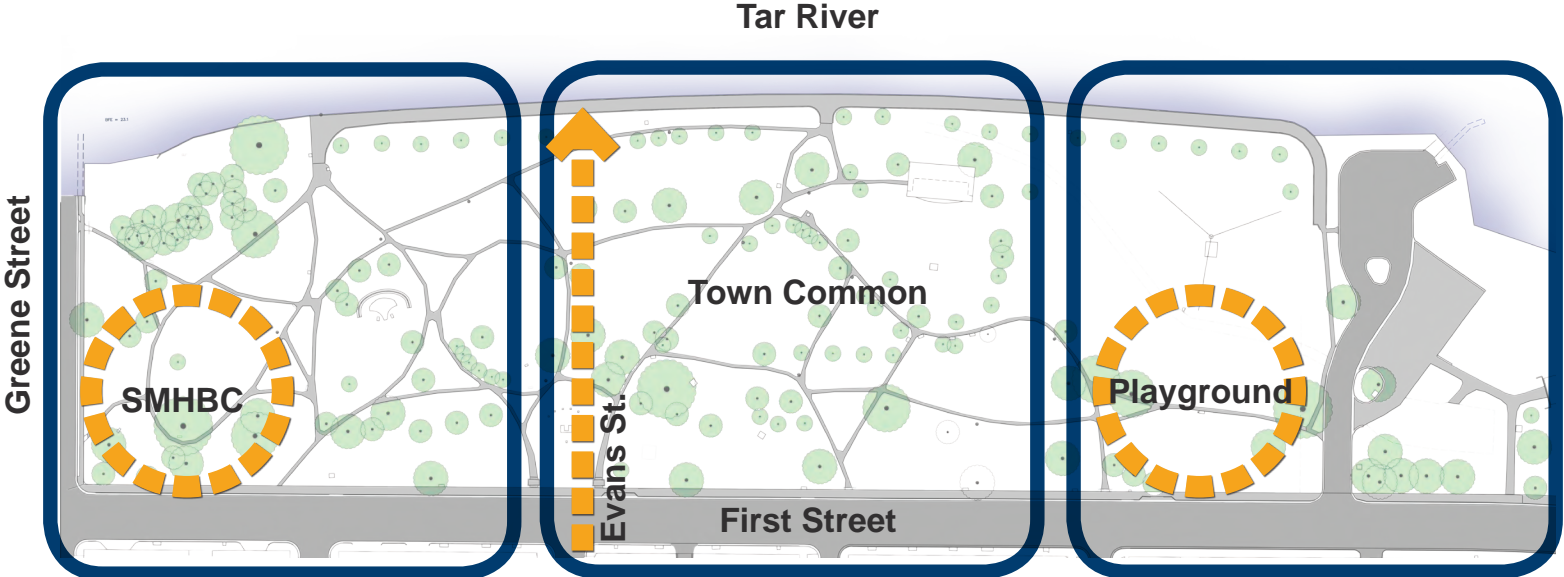
NEGATIVE REACTIONS	ATTRIBUTE	POSITIVE REACTIONS
X X X X X X X X X X	Wide walkways	X X X X
	Seating integrated with planting	X X X X X
X	Traditional streetscape furnishings	X X X X X X X X
	Shade structures	X X

KEY TAKE-AWAY POINTS

- 1 **SHADE** is crucial
- 2 Minimize **HARD SURFACE AREA**
- 3 Utilize a broad **NATIVE PLANT PALETTE** and **DENSE PLANTING**
- 4 Program should include both **ACTIVE AND PASSIVE RECREATION**
- 5 The preferred **ACCESS TO WATER** is through **RECREATION**

Design Framework

Thematic zones were established within the park to designate program and activity opportunity areas including both east-west and north-south orientation.



Thematic Zones:

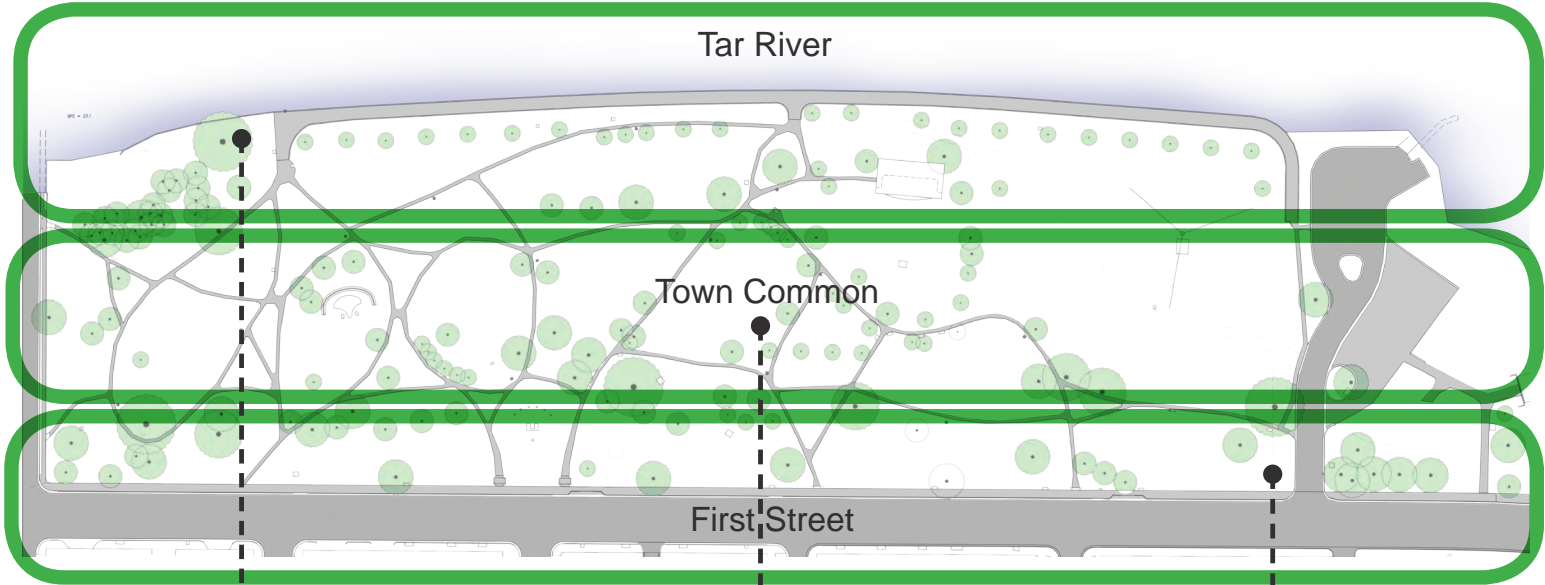
- CIVIC**
- ENTERTAINMENT**
- PLAY**

- Anchored by the Sycamore Hill Baptist Church Commemorative site

- Extends the pedestrian activity of Evans Street into the park

- Builds upon construction of new playground

EAST-WEST



Thematic Zones:

- RIPARIAN**
- ACTIVE GREEN SPACE**
- 1ST STREET PROMENADE**

- Living Shoreline

- Extends the activity of both Evans Street and the playground into the park

- Creates a new front door to Town Common

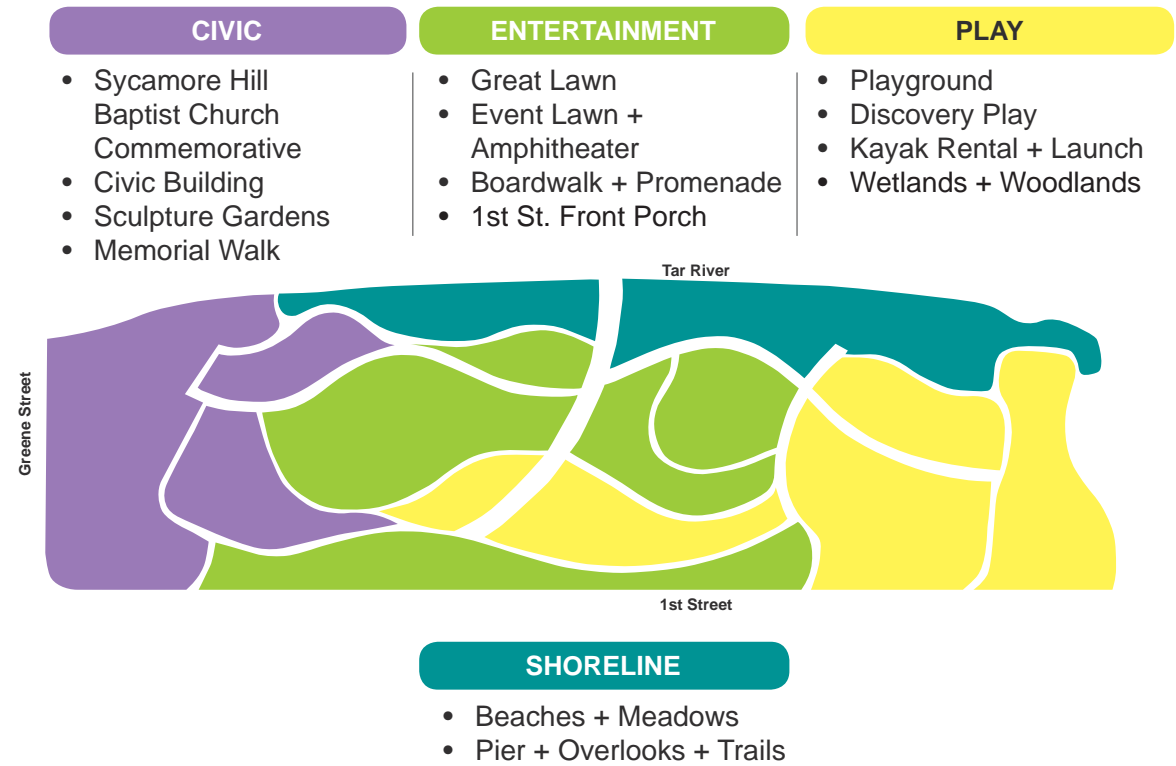
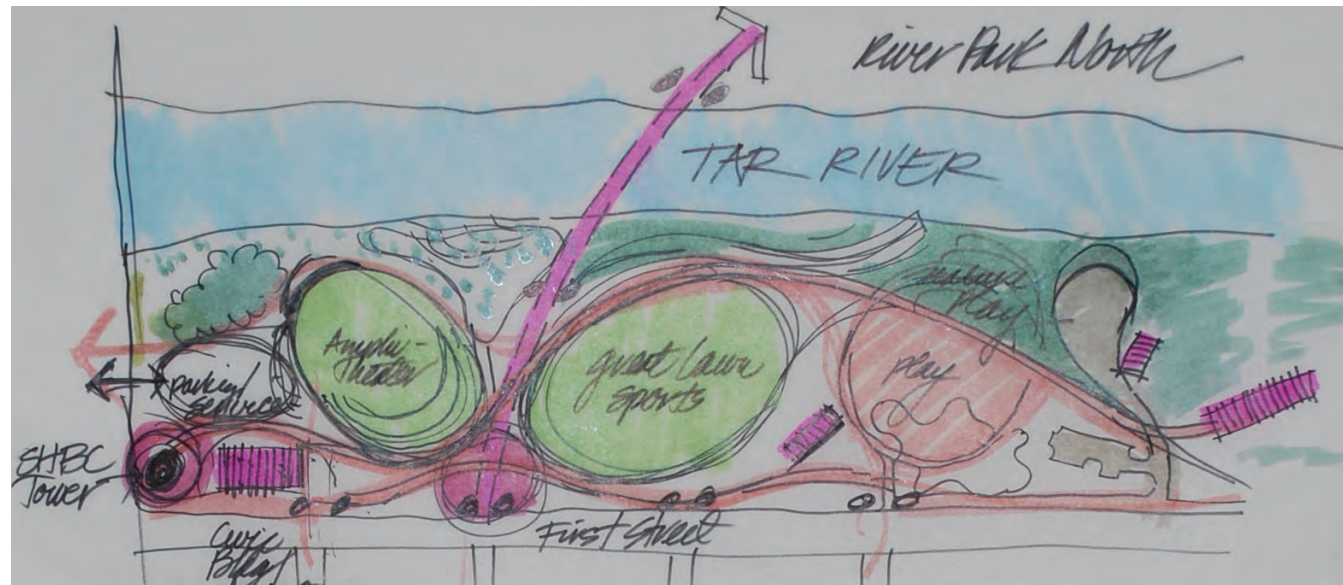
NORTH-SOUTH

Greenville Town Common

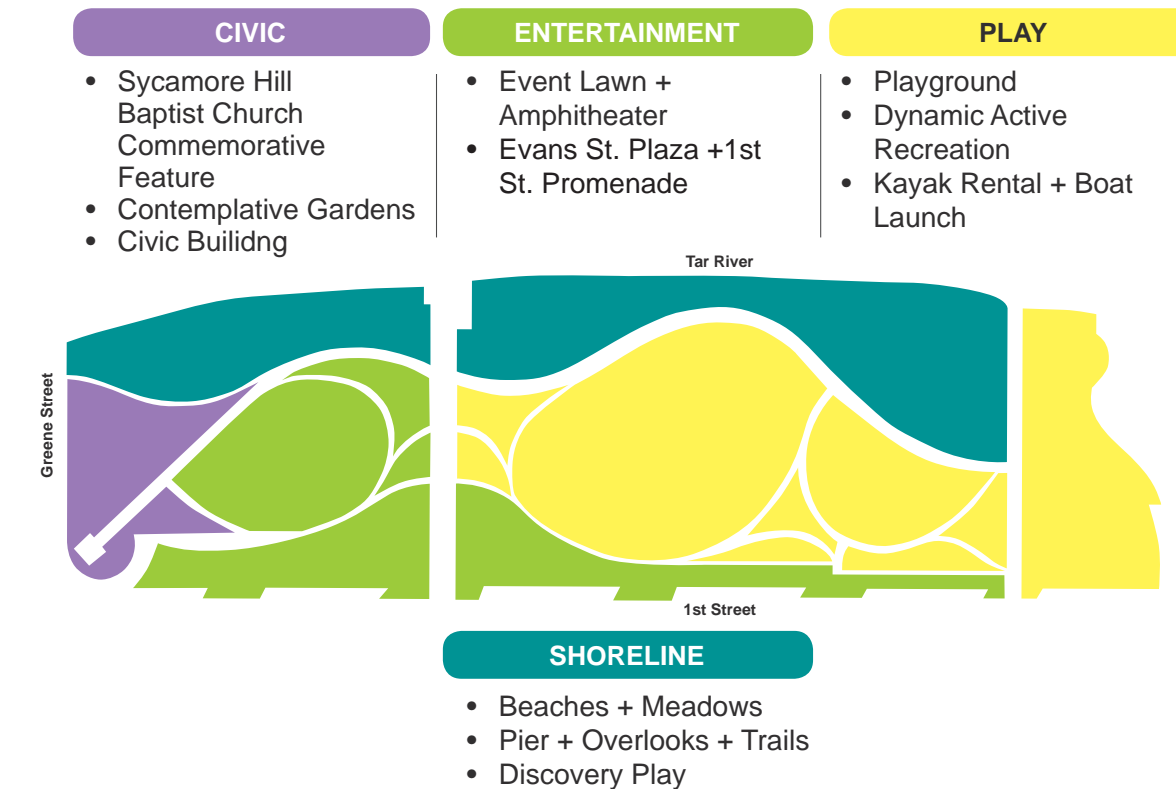
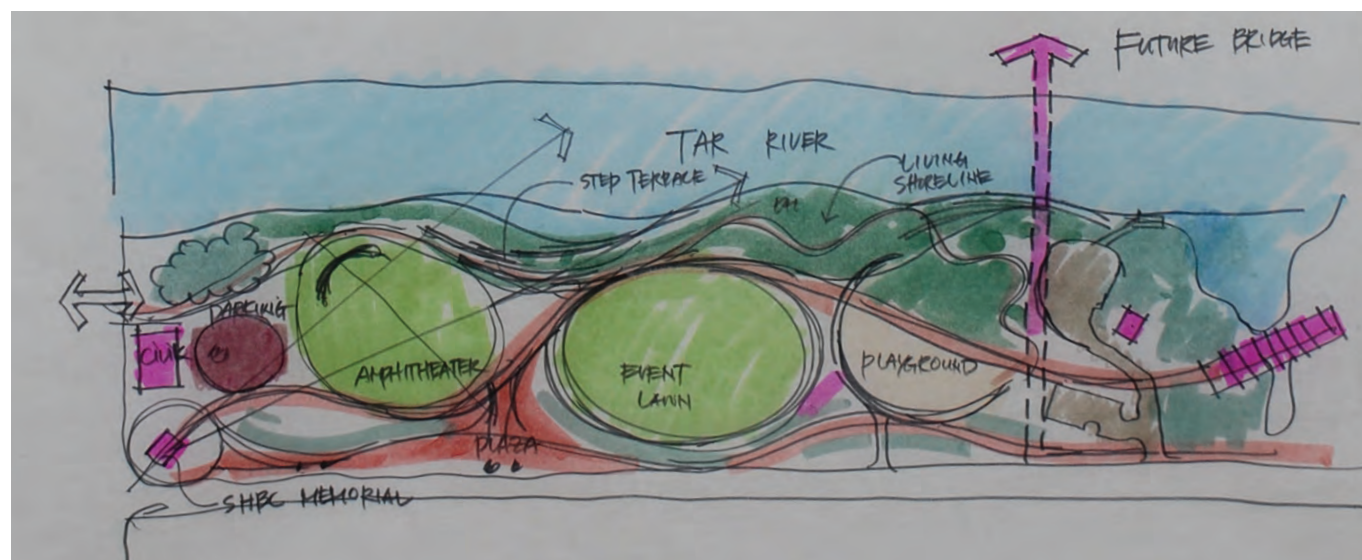
Concept Alternatives

Based on initial community feedback and analysis of existing conditions, the design team prepared two concept plans for Town Common:

CONCEPT 'A' DESIGN FRAMEWORK



CONCEPT 'B' DESIGN FRAMEWORK



Concept Alternatives

CONCEPT 'A': DYNAMIC ROLLING MEADOWS



Key features:

- Living Shoreline
- Dynamic, flexible open spaces
- Nature-based adventure play
- Pastoral rolling landscape
- Riverine Inspired forms

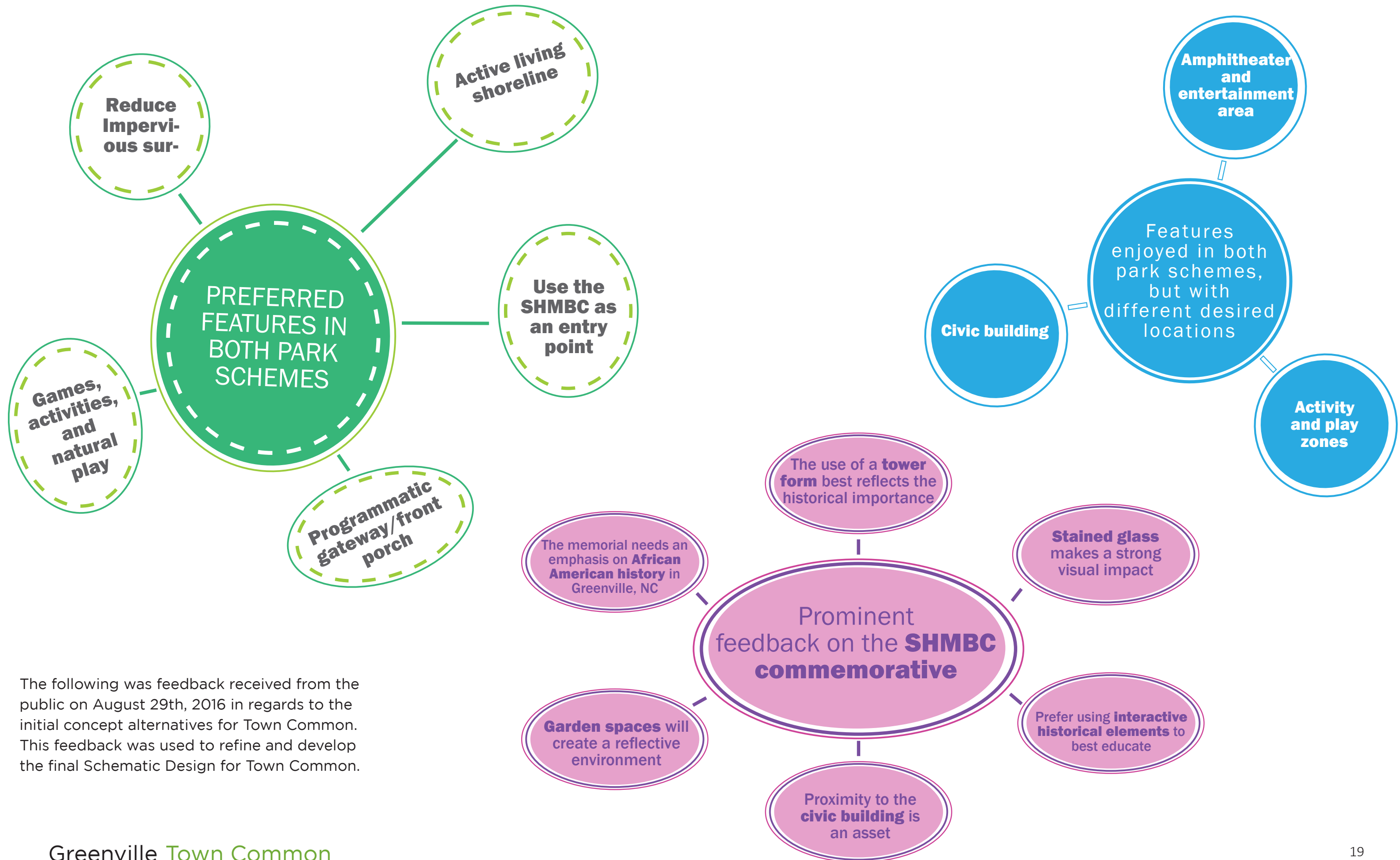
CONCEPT 'B': 'URBANE' ADVENTURE PARK



Key features:

- Living Shoreline
- An 'urban adventure park experience'
- Dynamic sports-based recreation
- Interpretation of 'Downtown' street extensions as inspired form

What We Learned



The following was feedback received from the public on August 29th, 2016 in regards to the initial concept alternatives for Town Common. This feedback was used to refine and develop the final Schematic Design for Town Common.

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3 SCHEMATIC DESIGN

Schematic Design: Illustrative Plan



- | | | | |
|--|---|---------------------------------|---|
| 1. Sycamore Hill Missionary Baptist Church Commemorative Tower + Plaza | 5. 1st Street Promenade | 11. Multi-Purpose Field | 18. Kayak + Canoe Rental |
| 2. Sycamore Tree Grove + Commemorative Gardens | 6. Interactive Water Feature / Ice Skating Rink | 12. Playground | 19. Town Creek Wetland Restoration Area |
| 3. Relocated Veterans Memorial | 7. Farmers Market Plaza | 13. Future Playground Expansion | 20. Parking + Access Drive |
| 4. Relocated Sundial | 8. Civic Building | 14. Active Living Shoreline | 21. South Tar River Greenway |
| | 9. Amphitheater + Event Lawn | 15. Beach | 22. Restrooms |
| | 10. Boardwalk | 16. Kayak Launch + Fishing Pier | 23. On-Street Parking |
| | | 17. Dock + Viewing Platform | 24. Planted Median |

A Place for History, Storytelling, & Commemoration...



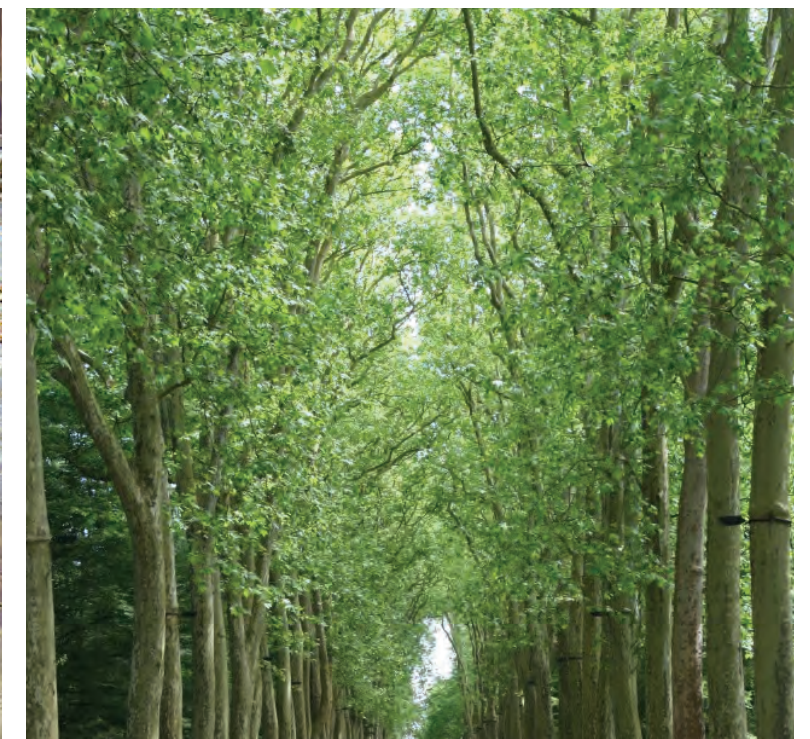
1. Sycamore Hill Missionary Baptist Church Commemorative Tower
2. Memorial Plaza
3. Interpretive Signage Walls + Seating
4. Sycamore Tree Grove
5. Memorial Garden Walk
6. Relocated Veterans Memorial
7. Relocated Sundial
8. 1st Street Promenade
9. Civic Building + Restrooms
10. On-Street Parking (Including ADA Spaces)



Gardens, seating, and shade will provide comfortable amenities to accommodate personal and group reflection and interpretation.



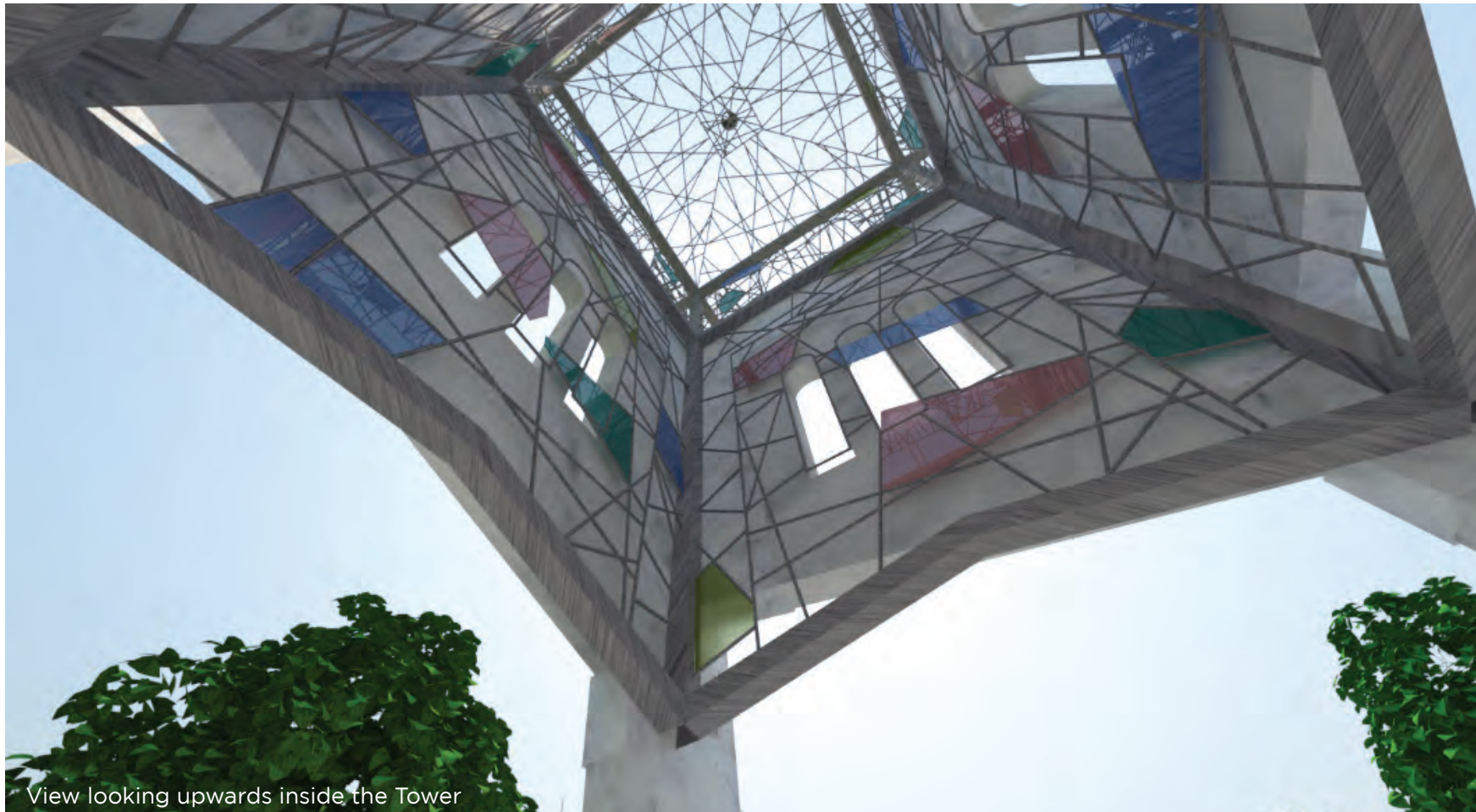
Interpretive, storytelling features will communicate the history of the Sycamore Hill Baptist Church and the Downtown community



A grove of sycamore trees will serve as a backdrop for the Commemorative Tower and as an interpretation of the sycamore tree grove once located on-site.



The Sycamore Hill Missionary Baptist Church Commemorative Tower is envisioned to be a two-toned, precast structure with a sculptural glass and steel belfry, The tower will be stepped and angled to match the architectural features of the historic bell tower. The Commemorative Tower will become a centerpiece for the park that will attract wide range residents and visitors.

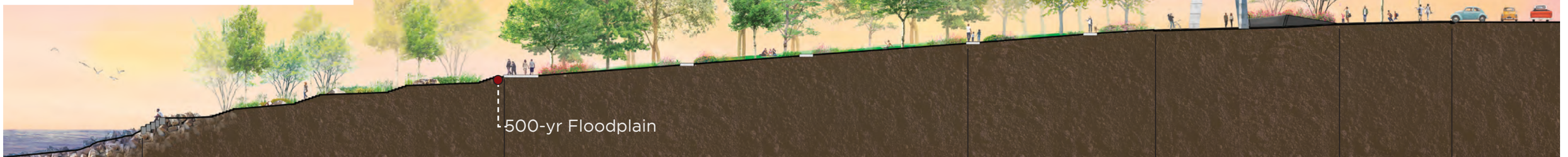


View looking upwards inside the Tower



Tower height: 63'-0"
Footprint: 21'-0" x 21'-0"

A stained glass and steel wire mesh skin will extend from the belfry into the interior shell of the Tower. This design will create visual interest in the Tower's interior.



A Tar River | Active Living Shoreline | Commemorative Gardens + Walk | Sycamore Grove | Sycamore Hill Baptist Church Commemorative Tower + Plaza | 1st Street Promenade | 1st Street 'A'

The Commemorative Tower and associated landscape features will be located above the 500-year floodplain.

A Place for Entertainment, Celebration, & Gathering...



A event lawn and amphitheater located in the western portion of the park will function as the park's major event space, while also accommodating a variety of other activities on a daily basis. The amphitheater is sized to accommodate crowds of 5,000 people and includes an area for a temporary stage and screen.

An 11,000 sq. ft. event center (civic building) will become a major civic anchor for the park and will include a large flexible meeting space, cafe, restrooms, office space, storage space, and expansive views out into the park.

- 1. Amphitheater + Event Lawn
- 2. Movable Stage
- 3. Civic Building
- 4. 1st Street Promenade
- 5. On-Street Parking (Including ADA Spaces)



Amphitheater



Civic Building



A Place for Commerce, Culture, & Play...

Celebrate Greenville's "central park" by creating special places and activities that will attract and retain residents and visitors. These places will serve as a foundation upon which to continue the City's growth and make it a more exciting place to live, work, and play.



Shade + Seating



Mobile Commerce



Farmers Market



Gateways + Art



1. Sycamore Hill Missionary Baptist Church Commemorative Tower + Plaza
2. Civic Building + Event Lawn
3. Flexible Plaza Space
4. Interactive Water Feature + Skating Rink
5. Gateway Feature
6. Farmers Market / Food Truck Area
7. Restrooms
8. On-Street Parking (Including ADA Spaces)



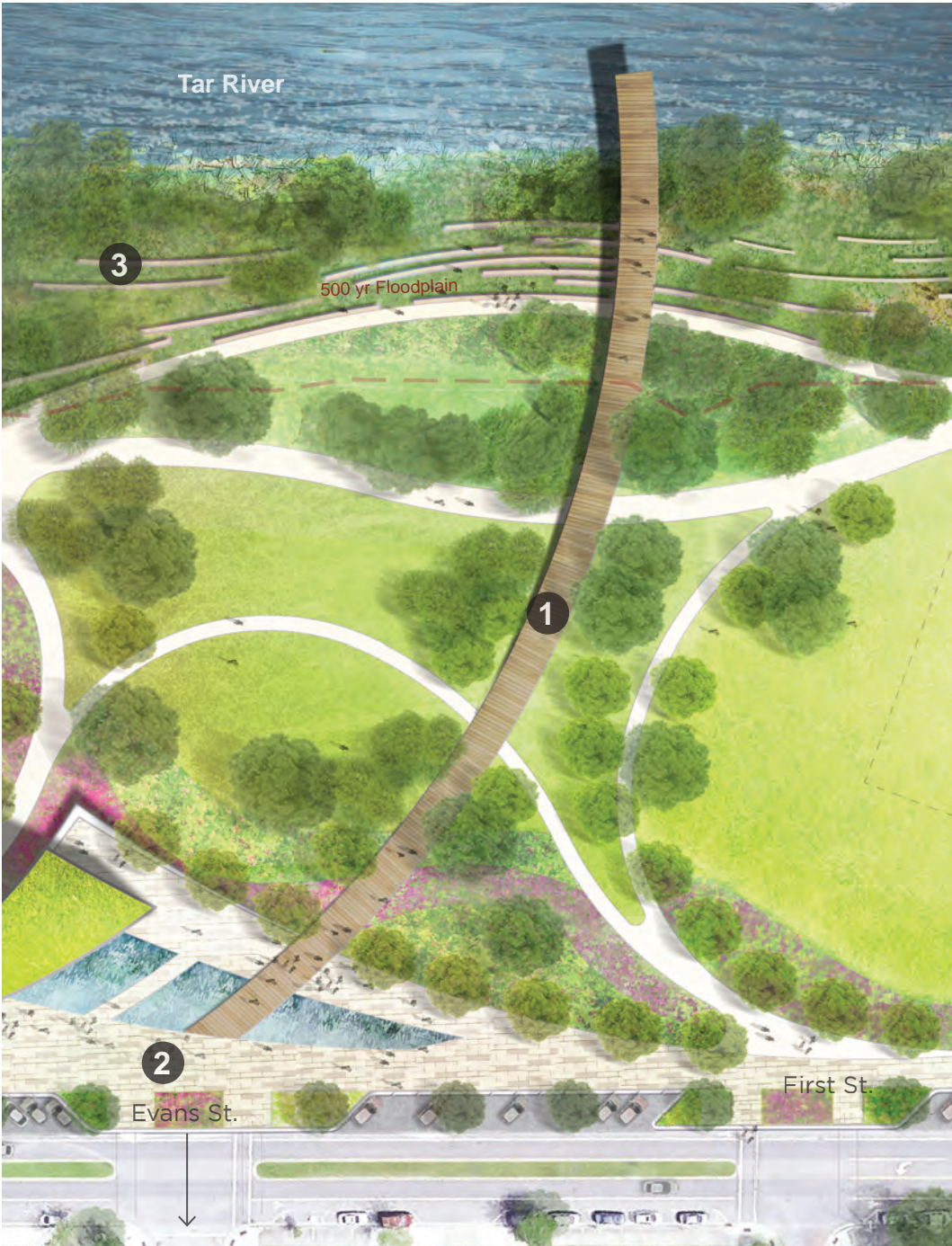
Ice Skating



Interactive Water

A Place for Entertainment, Celebration, & Gathering...

A large boardwalk extends from the axes of Evans Street through the site, providing views and access to the riverfront as well as dramatic overlooks at the river's edge. The boardwalks will be integrated with the park's main entrance and 1st Street promenade as a signature destination.



- 1. The Boardwalk
- 2. 1st Street Promenade
- 3. Active Living Shoreline



Art + Play



Recreation



Observation

A Place for Recreation, Informal Events, & Relaxation...

A 'great lawn' will be established at the center of Town Common. This open space will be flexible to accommodate a wide range of activities from sporting events, festivals, to sunbathing in the summer months. Located adjacent to the playground, the great lawn will function as spillover play space for park users.



1. Great Lawn
2. Playground
3. 1st Street Promenade
4. Active Living Shoreline



Arts + Festivals



Games + Sports



Relaxation

A Place for Play...

Town Common is a place for families. A large playground has been constructed on the eastern edge of the park and will serve as a major activity center for the park.



- | | |
|---|-------------------------|
| 1. Town Common Playground | 6. Access Drive |
| 2. Restrooms | 7. Parking Lot |
| 3. 1st Street Promenade | 8. Water Access |
| 4. On-Street Parking (Including ADA Spaces) | 9. Kayak + Canoe Rental |
| 5. Active Living Shoreline | |



Rendering



Town Common Playground Grand Opening

Greenville Town Common

A Place for Environmental Stewardship & River Access...

Today, river access is incumbered by a large bulkhead that is a legacy of the Urban Renewal project of the 1960's. This plan proposes a transformation of the existing riverfront to incorporate a living shoreline. The living shoreline will remove the existing bulkhead which is approaching the end of its useful life while increasing the number of activities within the park.



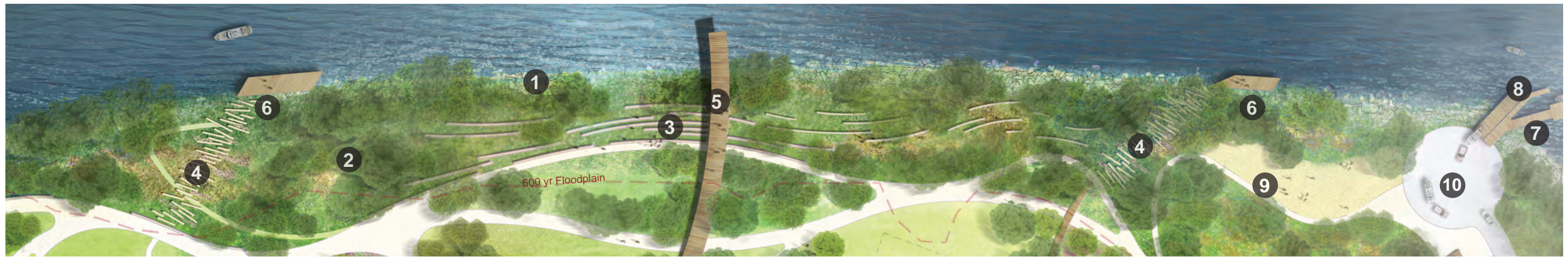
Passive Meadows



Pier + Overlook + Shade



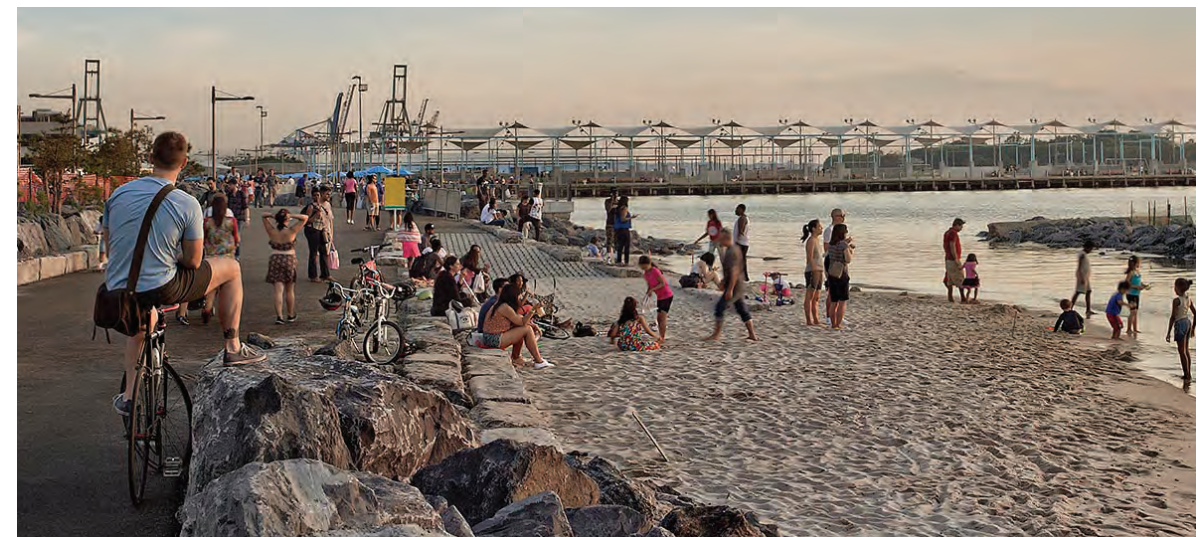
Water Access



1. Shoreline Armor
2. Riparian Planting Zone
3. Seat walls
4. Stone Steps
5. Boardwalk + Overlook
6. Boat Dock
7. Kayak + Canoe Launch
8. Fishing Pier + Boat Launch
9. Beach
10. Access Drive



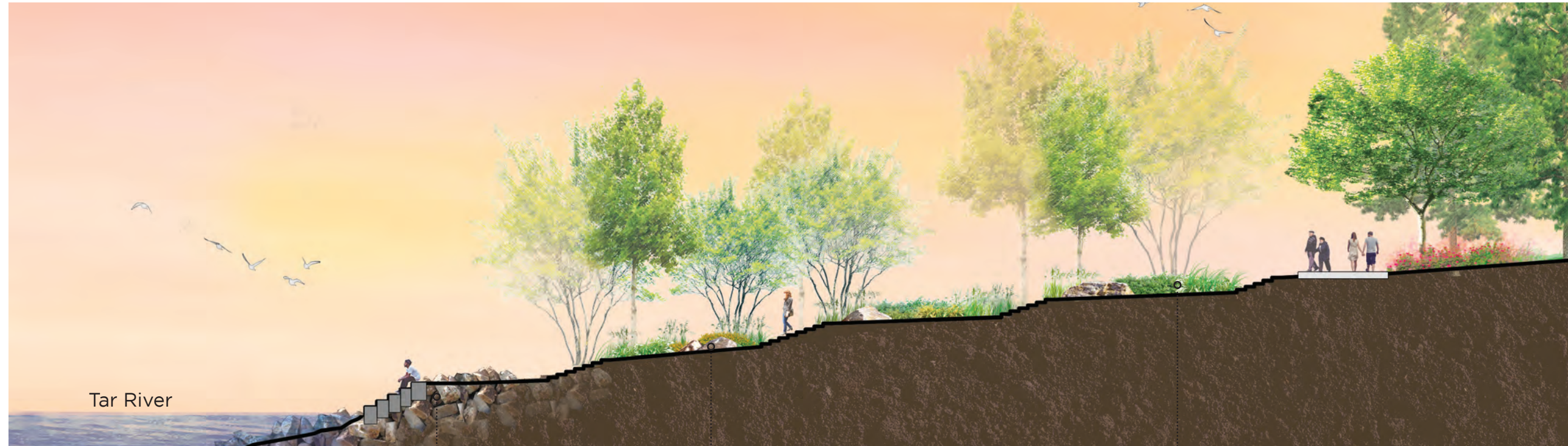
Meandering Trails



Riverfront Beach

Living Shoreline & Stabilization Techniques

Along the living shoreline, banks are stabilized with native vegetation, rip-rap, terraces, and steps. Clusters of trees are planted within the shoreline area, providing both bank stabilization near the river's edge and shade for park visitors. The park's tree canopy and understory vegetation are designed to maintain views of the river while stabilizing the river bank and providing areas of shade throughout the park.



Rip-Rap Armor



Boulders, Steps, & Terraces



Dense Planting



A Place to Celebrate Native Plantings...

The park will be comprised of three primary planting zones- riparian, garden, and lawn. These planting zones will create a sustaining landscape, that responds to the ecological characteristics of the park as well as activities and program recommended as part of this plan.



Riparian Zone



Garden Zone



Lawn Zone



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4 COST ESTIMATE

Preliminary Cost Estimate

SUMMARY

ITEM #	SCOPE DESCRIPTION	BREE BUDGET \$
1	Sitework - General	\$ 7,757,604
2	Commemorative Tower, 20x20x60' Ht & Interpretive Wall	\$ 586,906
3	Civic Building	\$ 2,695,300
4	Interactive Dry Deck Water Feature & Reflective Pool	\$ 608,617
5	Amphitheater	\$ 875,998
6	Restroom Building	\$ 397,389
7	First St. Parking Realignment	\$ 647,417
8	Reconfigured Driveway & Parking Area	\$ 316,934
9	Veteran's Memorial & Sundial Relocation	\$ 32,150
10	Kayak & Canoe Rental Kiosk	\$ 334,787
SUBTOTAL #1 =		\$ 14,253,101
GC/CMAR Fee, General Conditions & Bonds- 13% =		\$ 1,852,903
SUBTOTAL #2 =		\$ 16,106,005
Contingency - 20% =		\$ 3,221,201
TOTAL ESTIMATED COSTS =		\$ 19,327,206

SCOPES NOT INCLUDED

1. Fishing Pier
2. Playground
3. Engineering
4. Inflation

BASE BID - DETAILED COST ESTIMATE

Item #	Floor(s) #	Item Description	Quantity	Unit	Unit \$	Total \$	Assumptions
1 Sitework - General						\$ 7,757,603.75	
Demolition:							
		Demo existing amphitheater	3,456	SF	\$ 8.00	\$ 27,648.00	
		Demo Concrete Bulkhead	24,900	SF	\$ 15.00	\$ 373,500.00	Assume avg 20' depth
		Misc. Site Demolition incl. Furnishings, Walls, Benches, Retaining Walls, Lighting, Antenna, etc.	755	MSF	\$ 100.00	\$ 75,500.90	
		Demo Site Pedestrian Concrete Paving	24,756	SF	\$ 1.82	\$ 44,973.40	
		Demo Site Pedestrian Asphalt Paving	31,969	SF	\$ 1.10	\$ 35,165.90	
Grading & Erosion Control:							
		Remove existing Grass, Trees, Plantings	695	MSF	\$ 75.00	\$ 52,111.43	
		Remove topsoil and stockpile on site	695	MSF	\$ 150.00	\$ 104,222.85	
		Grading - Cut & Fill	1	LS	\$ 226,508.89	\$ 226,508.89	
		Rough Grading	695	MSF	\$ 125.00	\$ 86,852.38	
		Erosion Control & Dewatering Allowance	1	LS	\$ 85,000.00	\$ 85,000.00	
		Rip-Rap Stabilized Shoreline	3,362	SY	\$ 108.00	\$ 363,120.00	Assumed machine placed, min. 18" th.
Utilities							
		Allowance For Storm Water Adjustments	1	LS	\$ 130,000.00	\$ 130,000.00	Parking Lot, 1st Parking, Site
Decks & Docks							
		Floating Wood Dock - West	992	SF	\$ 84.00	\$ 83,328.00	
		Floating Wood Dock - East	950	SF	\$ 84.00	\$ 79,800.00	
		Wood Deck/Boardwalk - West	11,543	SF	\$ 50.00	\$ 577,150.00	Assume 50% elevated
		Shade Structure - West Boardwalk	1	LS	\$ 500,000.00	\$ 500,000.00	
		Wood Deck/Boardwalk - East	2,375	SF	\$ 25.00	\$ 59,375.00	
		Wood Deck - Outdoor Café	790	SF	\$ 25.00	\$ 19,750.00	
Paving:							
		Concrete Unit Pavers	63,628	SF	\$ 14.50	\$ 922,606.00	

Preliminary Cost Estimate

BASE BID - DETAILED COST ESTIMATE

Item #	Floor(s) #	Item Description	Quantity	Unit	Unit \$	Total \$	Assumptions
		Handicap Curb Cuts	18	EA	\$ 500.00	\$ 9,000.00	
		Vehicular Concrete Paving	14,618	SF	\$ 7.15	\$ 104,518.70	Assumed 6" on 4" stone base
		Pedestrian Concrete Paving	71,342	SF	\$ 5.15	\$ 367,411.30	4" on 4" stone base
		Concrete Steps	370	LFRiser	\$ 38.00	\$ 14,060.00	Assume avg. 1' Wide x 1' Ht.
Site Walls:							
		Retaining Wall	1,200	SF	\$ 28.00	\$ 33,600.00	8' Ht. Max, N/W corner of site
		Concrete Wall	590	LF	\$ 88.89	\$ 52,444.44	Assume avg. 2' Wide x 2' Ht. +1' Below Grade
		Concrete Seatwall	1,352	LF	\$ 136.11	\$ 184,022.22	Assume avg. 3.5' Wide x 2' Ht. +1' Below Grade
Landscaping:							
		Seeded Lawns Incl. Amended Topsoil - Lime Green areas	253	MSF	\$ 110.00	\$ 27,796.34	
		Pink & Orange Areas - 1/3 Ornamental Grass - 1/3 Perennial Flowers - 1/3 Shrubs with in each planting bed	110,094	SF	\$ 6.00	\$ 660,564.00	Incl. mulch & bed prep
		Dark Green Area @ Shoreline - Riparian Plantings - Ornamental Grass	251,811	SF	\$ 2.00	\$ 503,622.00	Incl bed prep
		Canopy Tree, small	137	EA	\$ 400.00	\$ 54,800.00	
		Canopy Tree, large	204	EA	\$ 600.00	\$ 122,400.00	
Site Lighting:							
		Pedestrian Lighting Allowance	100	EA	\$ 5,000.00	\$ 500,000.00	Assumed 1 every 3000 SF of pedestrian paving
		Boardwalk, Deck & Dock Lighting Allowance	34	EA	\$ 4,000.00	\$ 136,000.00	Assumed 1 every 500 SF
Site Furnishings:							
		Benches	30	EA	\$ 2,000.00	\$ 60,000.00	
		Stone Seatwall w/ Wood Slat Top	200	LF	\$ 75.00	\$ 15,000.00	

BASE BID - DETAILED COST ESTIMATE

Item #	Floor(s) #	Item Description	Quantity	Unit	Unit \$	Total \$	Assumptions
		Gateway Structure	1	LS	\$ 200,000.00	\$ 200,000.00	
		Recycling Receptacle	20	EA	\$ 750.00	\$ 15,000.00	
		Trash Receptacle	20	EA	\$ 800.00	\$ 16,000.00	
		Decorative Bike Rack	30	EA	\$ 600.00	\$ 18,000.00	
		Wayfinding & Interpretation Signage Allowance	1	LS	\$ 750,000.00	\$ 750,000.00	
		Natural Boulders	11,920	CF	\$ 5.60	\$ 66,752.00	Assume avg. 4' Wide x 2' Ht. @ 150#/CF & \$50/Ton
2 Commemorative Tower, 20x20x60' Ht & Interpretive Wall						\$ 586,905.82	
		New Commemorative Tower	1	LS	\$ 550,000.00	\$ 550,000.00	
	Tower	Interpretive Sign Wall	753	SF	\$ 49.00	\$ 36,905.82	Signage allowance incl. elsewhere
3 Civic Building						\$ 2,695,300.34	
		Civic Building	10,000	SF	\$ 248.41	\$ 2,484,052.19	Contemporary, 2 Story Building w/ glass curtain wall
		Add for Green Roof	5,000	SF	\$ 25.00	\$ 125,000.00	
		Grading	2,130	CY	\$ 5.00	\$ 10,648.15	
		Site Sanitary Sewer Line	200	LF	\$ 72.00	\$ 14,400.00	
		Site Water Line	200	LF	\$ 60.00	\$ 12,000.00	
	Civic Building	Retaining Wall	1,640	SF	\$ 30.00	\$ 49,200.00	10' Ht. Max.
4 Interactive Dry Deck Water Feature & Reflective Pool						\$ 608,616.83	
		Pumps, Controls, Spray Nozzles, Lighting, Filtration	1	EA	\$ 232,620.00	\$ 232,620.00	
		Fountain Structure & Waterproofing	4,803	SF	\$ 75.00	\$ 360,225.00	
		4" Aggregate Base	4,803	SF	\$ 1.50	\$ 7,204.50	
		Site Water Supply Line	100	LF	\$ 75.00	\$ 7,500.00	
		Grading	534	SY	\$ 2.00	\$ 1,067.33	

Preliminary Cost Estimate

BASE BID - DETAILED COST ESTIMATE

Item #	Floor(s) #	Item Description	Quantity	Unit	Unit \$	Total \$	Assumptions
						\$ 875,998.45	
5 Amphitheater							
	Amphitheater	Pedestrian Concrete Paving	3,846	SF	\$ 5.95	\$ 22,883.70	4" on 4" stone base
		Concrete Paving @ Fixed Seating	6,944	SF	\$ 8.00	\$ 55,552.00	Assumed stepped
	Amphitheater	3' Raised Concrete Performance Stage	2,778	SF	\$ 18.00	\$ 50,004.00	
		Moveable Stage, pre-shaped	2,500	SF	\$ 115.00	\$ 287,500.00	Does not incl rigging, lighting & controls
		Fixed Seating	1,000	Seats	\$ 150.00	\$ 150,000.00	
		Misc. Amphitheater Furnishings	1	LS	\$ 275,000.00	\$ 275,000.00	Railings, hardscape detailing, lighting, etc.
		Sod - Amphitheater area (large oval)	28,047	SF	\$ 1.25	\$ 35,058.75	Incl. area behind stage
						\$ 397,388.89	
6 Restroom Building							
		New Restroom Building	1,300	SF	\$ 275.00	\$ 357,500.00	
		Grading	144	SY	\$ 2.00	\$ 288.89	
		Site Sanitary Sewer Line	300	LF	\$ 72.00	\$ 21,600.00	
		Site Water Line	300	LF	\$ 60.00	\$ 18,000.00	
						\$ 647,417.00	
7 First St. Parking Realignment							
		Demo Existing Curb & Paving	3,990	SY	\$ 22.00	\$ 87,780.00	1st St Parking
		30" Curb & Gutter	1,198	LF	\$ 38.00	\$ 45,505.00	1st St Parking
		Asphalt Pavement	2,104	SY	\$ 48.00	\$ 101,000.00	1st St Parking
		Parking Striping	1	LS	\$ 1,840.00	\$ 1,840.00	1st St Parking
		Landscape Beds/Grass	6,823	SF	\$ 4.00	\$ 27,292.00	1st St Parking
		Decorative Street Lighting Allowance	48	EA	\$ 8,000.00	\$ 384,000.00	Both sides of First St.
						\$ 316,933.70	
8 Reconfigured Driveway & Parking Area							
		Demo Existing Parking Lot	4,798	SY	\$ 13.50	\$ 64,771.50	
		Grading	2,844	SY	\$ 2.00	\$ 5,687.33	Parking Lot
		Asphalt Paving incl. stone base	2,844	SY	\$ 31.60	\$ 89,859.87	Parking Lot

BASE BID - DETAILED COST ESTIMATE

Item #	Floor(s) #	Item Description	Quantity	Unit	Unit \$	Total \$	Assumptions
		24" Curb & Gutter	1,378	LF	\$ 30.00	\$ 41,340.00	Parking Lot
		Parking Lot Striping	1	LS	\$ 5,400.00	\$ 5,400.00	Parking Lot
		Parking Lot Lighting Allowance	15	EA	\$ 7,325.00	\$ 109,875.00	Incl. LED light, 30' pole, concrete base & feeder
						\$ 32,150.00	
9 Veteran's Memorial & Sundial Relocation							
		Remove and reinstall flagpoles	6	EA	\$ 1,700.00	\$ 10,200.00	
		Remove and reinstall granite monuments	1	LS	\$ 12,000.00	\$ 12,000.00	
		Relocate Sundial including 13 posts and New Pavement	1	LS	\$ 9,950.00	\$ 9,950.00	
						\$ 334,786.67	
10 Kayak & Canoe Rental Kiosk							
		Sitework:					
		Kayak/Canoe Rental Shell Building incl. 1 Unisex Bathroom	1,965	SF	\$ 150.00	\$ 294,750.00	
		Grading	218	SY	\$ 2.00	\$ 436.67	
		Site Sanitary Sewer Line	300	LF	\$ 72.00	\$ 21,600.00	
		Site Water Line	300	LF	\$ 60.00	\$ 18,000.00	



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: 2017 State Legislative Initiatives

Explanation: **Abstract:** City Council will identify potential legislative initiatives to pursue with the local legislative delegation during the 2017 Session of the North Carolina General Assembly. After the initiatives have been identified, resolutions relating to the identified legislative initiatives will be prepared and scheduled to be acted upon by City Council at the Thursday, January 12, 2017, meeting.

Explanation: The North Carolina General Assembly will reconvene at noon on January 11, 2017. Discussion by City Council of issues and local acts which it desires to pursue with our local legislative delegation during this Session should occur at this time so that the City's legislative initiatives can be developed and identified. Upon Council reaching a consensus, resolutions for Council's consideration will be presented at its Thursday, January 12, 2017, meeting which will request the City's local legislative delegation support of identified initiatives during the Session.

The City is not alone in its efforts to secure legislation which will assist it in providing services to its citizens. The North Carolina League of Municipalities, in representing its more than 540 member cities, towns, and villages, promotes the common interests of municipalities in the General Assembly. Attached is a copy of the NCLM Core Municipal Principles 2017-2018.

Some potential legislative initiatives for Council to consider for this session are as follows:

1. **Preservation and Enhancement of Municipal Revenue Sources**

Support efforts to preserve the existing revenue sources of cities and to enhance the revenue sources which cities have the authority to implement. Cities are reliant upon municipal revenue sources in order to provide services to their citizens. The available revenue sources for cities are limited. Any reduction of municipal revenue sources will result in budget problems for cities. Cities would

then be required to either reduce services provided to citizens or increase revenues from other sources. It is important that existing municipal revenue sources be preserved. An example which is extremely important to the City of Greenville is that the current formula for the distribution of sales tax should be retained. In recent sessions, there has been discussion of reform of the sales tax including alteration of the distribution formula which would not be beneficial to the City of Greenville by transferring money primarily to rural and suburban counties and cities. Sales tax is a significant revenue source for the City of Greenville. The sales tax should continue to be a reliable and growing source of revenue for cities. Additionally, the North Carolina League of Municipalities continues to work on legislation that would provide cities with additional locally controlled revenue options. An enhancement of revenue sources would assist the City of Greenville in providing services to its citizens.

2. Economic Development

Support legislation which promotes economic development. The existing economic development funds and programs have allowed cities to be competitive when seeking businesses and industries that grow jobs and the local economy. Existing programs include the Job Development Investment Grant (JDIG) program (a state level discretionary program that provides grants to businesses that create new jobs and make a capital investment), the Building Reuse Grant (a program that provides grants to local governments for the renovation of vacant buildings and job creation), the OneNC program (a program that allows the Governor to respond quickly to competitive job creation projects), and the Workforce Development program (a program that allows community colleges to train local citizens to fill job vacancies and provide a skilled workforce for an incoming or expanding company). The continuation of state historic tax credits facilitates development. For all of these, legislation which provides sufficient funding is necessary. Additionally, legislation which encourages a regional development approach that benefits eastern North Carolina will also benefit Greenville.

3. Hate Crime Law

Seek legislation which will establish a hate crime as a felony and broaden the definition to include additional types of bias. North General Statute 14-401.14 establishes ethnic intimidation as a criminal offense punishable as a misdemeanor when a person assaults another person or damages or defaces the property of another person because of race, color, religion, nationality, or country of origin. North Carolina General Statute 14-4 provides for the enhancement of the punishment of a misdemeanor if it is committed because of the victim's race, color, religion, nationality or country of origin. An update of the current North Carolina law to reinforce the seriousness of hate crimes is sought. This would include updating the language from ethnic intimidation to hate crime, making a violation a felony instead of a misdemeanor, providing for the potential of a civil penalty, and broadening the definition of the types of bias which would establish a violation. A proposed revision to North Carolina General Statute 14-401.14 is attached.

4. Revision of Building Code in 2017

Seek legislation to require the North Carolina Building Code Council to revise the North Carolina State Building Code in 2017. The Insurance Services Office, Inc. (ISO) is a private organization which rates county and municipal building inspection programs on a scale of 1 to 10 with 1 being the best rating and 10 being the worst. ISO ratings are used by homeowners insurance companies as an advisory insurance underwriting and rating tool. The ISO rating for the City of Greenville is being downgraded from a 4 to a 9, which may result in higher insurance premiums for new construction projects. The ISO rating for Pitt County has also been downgraded to a 9, and it is expected that other jurisdictions in North Carolina will also experience downgraded ISO ratings as surveys for their jurisdictions are completed. The downgraded rating is based primarily upon the North Carolina State Building Code not expected to be updated every 5 years. The last Building Code update was in 2012, and the next update is scheduled for 2018. In order to maintain a more favorable ISO rating, the Building Code must be updated in 2017. The North Carolina State Building Code Council is in compliance with the review cycle of six years which was established by Session Law 2013-118 that amended the previous 3-year cycle stated in North Carolina General Statute 143-138(d). Legislation will be required in order to mandate the earlier update.

5. Parks and Recreation Trust Fund

Seek an additional \$10 million in recurring funding for the Parks and Recreation Trust Fund. An additional \$10 million in recurring funding will keep the Trust Fund at the same level of funding it received in FY 2016-17 (\$10 million of non-recurring funding was allocated). The Parks and Recreation Trust Fund provides funding for land acquisition and development of municipal recreation facilities. The City of Greenville has benefited from this Trust Fund in the Drew Steele Center and the Aquatics and Fitness Center. The provision of recurring funding will maintain and preserve the significant benefits of this Trust Fund.

Fiscal Note: The development of the Legislative Initiatives will not have a fiscal impact.

Recommendation: Identify the initiatives which Council desires to include in its Legislative Initiatives so that resolutions for Council action at the January 12, 2017, meeting can be developed.

Attachments / click to download

 [NCLM Core Municipal Principles 2017-2018](#)

 [Hate Crime Law NCGS 14 401.14 Revised 1041187](#)

N.C.G.S. § 14-401.14. Hate Crime; Teaching any technique to be used for Hate Crime.

(a) A person shall be guilty of a Hate Crime if that person, whether in whole or in part, (1) assaults another person, or (2) damages, destroys, or defaces any real or personal property of another person, or (3) threatens to do any such act described in subsections (1) or (2), because of one or more of the following actual or perceived characteristics of the victim:

- a. Race.
- b. Color.
- c. Religion.
- d. Age.
- e. Nationality, national origin, or country of origin.
- f. Gender.
- g. Disability.
- h. Genetic information.
- i. Sexual orientation.
- j. Gender identity, gender reassignment, or gender expression.
- k. Military or veteran status.
- l. Marital status.
- m. Employment status or position, including law enforcement, fire, and emergency medical services.
- n. Socio-Economic status.
- o. Political affiliation.
- p. Association with a person or group with one or more of these actual or perceived characteristics.

(b) A person who assembles with one or more persons to teach any technique or means to be used to commit any act in violation of subsection (a) of this section is guilty of a Hate Crime.

(c) Any person who violates this section is guilty of a Class H felony and shall pay a minimum fine of five thousand dollars (\$5,000). For each subsequent violation, a person is guilty of a Class G felony and shall pay a minimum fine of ten thousand dollars (\$10,000).

(d) Regardless of the existence or outcome of any criminal prosecution, a person who suffers injury to his or her person or damage to his or her property as a result of a Hate Crime pursuant to this section may bring a civil cause of action against the person who commits the offense for actual damages, including damages for emotional distress, or other appropriate relief. An injured party who prevails in a civil action brought pursuant to this section may recover both of the following:

- (a) Damages in the amount of three times the actual damages described in this subsection or \$10,000.00, whichever is greater.
- (b) Reasonable attorney fees and costs.

(e) No person may be convicted of violating subdivision (a) based upon speech alone, except upon a showing that the speech itself threatened violence against a specific person or group of persons and that the violator had the apparent ability to carry out the threat.



NCLM CORE MUNICIPAL PRINCIPLES 2017-2018

The following principles provide a foundation to advocate for excellence in N.C. municipal government, with the objective of giving elected officials the ability to create a high quality of life for hometowns to provide economic opportunity, and to attract businesses, residents, and visitors.

Authority

Preserve municipal authority

The League supports a broad construction of municipal powers and applications thereof, and therefore stands opposed to legislation preempting municipal authority and to measures designed to otherwise erode local control of significant municipal issues.

Revenues

Protect local revenue streams

The League supports measures to ensure the fiscal stability of cities, including the preservation of existing local revenue sources. In addition, the League supports the equitable distribution of state-collected revenues, the autonomy of local elected officials to determine the best use of their revenues, and the authorization of replacement revenues for repealed fiscal authorities.

Mandates

Minimize state and federal mandates

The League opposes requirements by the state and federal governments to appropriate funds for particular programs or functions, or to make specific management decisions, that were not voluntarily agreed to by the local elected body. The League only supports mandates to expend monies if the directive is accompanied by implementation funds.

Open Government and Ethical Conduct

Promote open government and ethical conduct

The League supports the principle of openness in government, with reasonable exceptions when such limitations are in the public interest, for all levels of government. Further, the League supports adherence to the highest standards of ethical conduct by elected and appointed officials at all levels of government.

Liability

Limit imposition of liability

The League opposes proposals placing inequitable and burdensome liability upon municipalities, including measures that seek to erode well-established principles of immunity or other defenses.

Growth

Support responsible growth and economic development policies

The League supports the ability of local officials to target their resources toward the specific investments needed in their communities to grow and attract jobs. To that end, the League supports initiatives and policies that contribute to making N.C. hometowns more attractive places to live, work, and visit, while respecting the rights of current residents.

Regulation

Support fact-based, equitable, cost-effective, flexible, achievable regulatory solutions.

The League supports providing regulatory agencies sufficient funding and flexibility for program implementation. Further, the League supports an inclusive process for developing regulations that apply to municipalities. This process should prioritize the most critical concerns, allow localized solutions, account for compliance costs, eliminate duplicative regulations, apply proportionally to all contributors of pollution, and avoid layering with safety factors and conservative assumptions that are not based on a reasonable risk management approach.



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Adoption of the 2017 City of Greenville Federal Agenda

Explanation: **Abstract:** The Ferguson Group has been retained to represent the City of Greenville's interests by assisting with the identification of federal funding opportunities that further the strategic plans of the City of Greenville. Each year it is customary for the City Council and City staff to identify priority projects that will be pursued by The Ferguson Group in Congress on behalf of the City. A proposed 2017 Federal Agenda is attached for consideration and adoption.

Explanation: On November 30, 2016 and December 1, 2016, Jennifer Imo of The Ferguson Group visited Greenville and met with available City Councilmembers and staff. Projects, programs, and legislative initiatives were identified for consideration in the development of a 2017 Federal Agenda for the City of Greenville. The attached document represents the favorable items that The Ferguson Group will seek for funding and legislative actions and that are determined to be beneficial to the City of Greenville. The items presented represent projects and programs that will be matched to upcoming federal grant programs and anticipated legislative focus initiatives.

The 2016 Federal Agenda as adopted by City Council on February 8, 2016 has been aggressively pursued by The Ferguson Group and is attached for reference.

The Ferguson Group has been instrumental in securing funds for police officers, designation of US 264 as a future interstate, and sought funding for the City of Greenville's TIGER and Lead-Based Paint grant applications.


Fiscal Note: There is no impact to the current budget with the adoption of the proposed 2017 City of Greenville Federal Agenda.

Recommendation: Approval of the proposed 2017 City of Greenville Federal Agenda.

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

Attachments / click to download

 [2016 Federal Agenda and Agenda Abstract](#)

 [Draft 2017 Federal Agenda 1043151](#)



Find yourself in good company

**DRAFT CITY OF GREENVILLE, NORTH CAROLINA
2017 FEDERAL AGENDA**

PROJECT/ISSUE	ACTION ITEM
PUBLIC SAFETY	
Police Department	<p>Pursue assistance for technology needs and specialized personnel for community policing.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • DOJ’s Edward Byrne JAG (formula and competitive grant). • DOJ’s Smart Policing Initiative to address gun violence (gunshot detection and predictive policing). • NIJ’s Paul Coverdell Grant for a latent print examiner to reduce backlog of weapons processing, and digital scanner to efficiently processing crime scenes. • COPS Hiring to expand the Neighborhood Police Officer Program. • BJA’s Training and Technical Assistance to provide de-escalation training to police officers. • Firehouse Subs for small equipment grants (applications due quarterly). <p>In 2016, Greenville PD received a \$500,000 COPS Hiring Grant to hire four officers. Secured Congressional support letters from Reps. Butterfield and Jones & Sens. Burr and Tillis.</p>
Fire-Rescue Department	<p>Pursue assistance for various equipment needs.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • FEMA’s Assistance to Firefighters Grant Program for rescue pumper truck (check Piers pumper truck eligibility). • Firehouse Subs for smoke alarms (applications due quarterly).
Hate Crimes	<p>Monitor and report on relevant legislation.</p>

COMMUNITY AND ECONOMIC DEVELOPMENT	
West Greenville Neighborhood Revitalization Strategy Area	<p>Support efforts to advance the West Greenville Neighborhood Revitalization Strategy Area.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • HUD’s Office of Healthy Homes and Lead Hazard Control for lead-based paint abatement and education. • HUD CDBG and HOME Programs. • DOT’s Safe Routes to School Program (through NCDOT) for sidewalks. • Private/foundation grant opportunities.
Industrial/Office Park Development	<p>Explore funding opportunities to fund infrastructure and (or property purchase) to develop an Industrial/Office Park.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • Economic Development Administration’s Economic Adjustment Assistance Program/Public Works Program
Go Science Center	<p>Explore funding opportunities for programs and exhibits at the Science Center.</p> <p>Potential funding opportunities: Institute of Museum and Library Sciences</p>
Antenna Replacement	<p>Support efforts to relocate the radio antenna in Town Common Park that services minority-owned and operated local radio station, WOW.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • Small Business Administration’s 8(a) Business Development Program • Corporation for Public Broadcasting • Federal Communications Commission
LABOR AND WORKFORCE DEVELOPMENT	
Workforce Development Initiative	<p>Greenville is working with Pharma / Life Sciences and Pitt Community College. The City also wants to expand to medical patenting.</p> <p>Explore funding options with U.S. Departments of Labor and Health and Human Services.</p>
Small Business Development	<p>The City will continue to fund upstarts with seed money using HUD CDBG funds, but would like to expand its offerings to both retail (current focus) and restaurants.</p> <p>Explore funding options with the Small Business Administration.</p>

ENERGY AND ENVIRONMENT	
Tar River Legacy Plan	<p>Work with the U.S. Army Corps of Engineers to identify funding opportunities to address various aspects of the Plan, including bulk head replacement, stream restoration, living shoreline, and dredging.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> Corps of Engineers Sections 107, 204, 206
Watershed Master Plan	<p>Identify funding opportunities for implementation of the Greenville Watershed Master Plan.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> Corps of Engineers Section 205 WIFIA
Town Creek Culvert	<p>Support efforts to change the existing \$13M State Revolving Loan Fund's 0% interest loan to one with negative interest or principal forgiveness.</p>
Flood-Prone Properties	<p>Secure federal assistance to acquire properties subject to recurring flooding (repetitive loss properties).</p> <p>Potential funding opportunities: FEMA's Hazard Mitigation Program, Pre-Disaster Mitigation Program, and Flood Mitigation Assistance Program.</p>
TRANSPORTATION AND INFRASTRUCTURE	
Pitt - Greenville Airport	<p>Support efforts to expand flight options at Pitt-Greenville Airport.</p>
Pedestrian Bridge	<p>Explore funding opportunities to construct a pedestrian bridge from Town Common Park to the River Park North Boardwalk.</p>
RECREATION AND PARKS	
Historic Drill Tower Preservation Project (in Dream Park)	<p>Explore funding opportunities for tower preservation project.</p>
Public Art Projects	<p>Working with the local arts council, support efforts to secure assistance for public arts projects.</p> <p>Potential funding opportunities: National Endowment for the Arts (NEA) Our Town and Art Works Grant Programs.</p>
	<p>Monitor funding opportunities within the U.S. Department of</p>

STE(A)M Initiatives at Youth Facilities	Education and NEA.
Conservation Initiatives	<p>Support efforts to reintroduce the following legislation in the 115th Congress:</p> <p><i>No Child Left Inside (H.R. 882/S. 492)</i>, which would amend “No Child Left Behind” to strengthen and expand environmental education in classrooms by providing funds to encourage partnerships between school districts and parks, as well as with other community-based organizations</p> <p><i>Healthy Kids Outdoors Act (H.R. 2014/S.1078)</i>, which would provide funding to states for development of comprehensive strategies to expand environmental education through the school system and finding other means of getting kids and families more physically active in the outdoors.</p>
Health and Wellness	<p>Support reauthorization of the <i>Child Nutrition Act</i>, which funds the USDA’s Summer Food Service Program and the Child and Adult Care Food Program; the current program expired September 30, 2015.</p> <p>Support reintroduction of the <i>Personal Health Investment Today Act (H.R.1218/S.2218)</i>, which would expand the IRS definition of medical expenditures to include physical activity as preventative medicine, and allow individuals to use the pre-tax dollars in Flexible Spending Accounts and Health Savings Accounts on expenditures such as gym memberships, sports league fees, exercise classes, and other physical activities.</p>
Social Equity	<p>Support reintroduction of the <i>Community Parks Revitalization Act (H.R.201)</i>, which would provide matching federal grants for park and recreation infrastructure in metropolitan areas. The bill would authorize HUD to provide funding to local park and recreation agencies, through three grant programs: <i>Rehabilitation and Construction</i>, the <i>Innovation and Recreation Program</i> and the <i>Recovery Action Program</i>. The bill also includes innovative financing for park infrastructure (“PIFIA”).</p>
OTHER PRIORITIES	
Federal Disaster Funding	<p>Support efforts to access federal disaster funding related to Hurricane Matthew; programs funded in the FY 2017 Continuing Resolution include:</p> <ul style="list-style-type: none"> • USDA’s Emergency Watershed and Emergency Conservation Programs • Corps of Engineers’ Construction and Operations and Maintenance • DOT’s Emergency Relief Highways • HUD’s CDBG
Financing	Support preservation of tax-exempt municipal bonds in

	<p>comprehensive tax reform and support the marketability of municipal bonds.</p> <ul style="list-style-type: none"> • Support reintroduction H.R. 2209/S. 3404, which would classify municipal securities as high quality liquid assets.
Online Sales Tax Legislation	Support passage of legislation that would grant state and local governments the authority to collect taxes on Internet and mail-order sales.
FY 2018 Budget and Appropriations	<p>Support full funding for the federal programs included on the City's Federal Agenda, such as:</p> <ul style="list-style-type: none"> • HUD CDBG Program • HUD HOME Investment Partnership Program • DOJ Byrne Justice Assistance Grants • DOJ COPS Hiring • FEMA Grants • Land and Water Conservation Fund – Stateside Assistance Program • HHS Prevention and Public Health Grants (incl. CDC Arthritis Program)
Grants	Pursue relevant federal, state and foundation grant opportunities and secure congressional support for same.



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**CITY OF GREENVILLE, NORTH CAROLINA
2016 FEDERAL AGENDA**

PROJECT/ISSUE	ACTION ITEM
PUBLIC SAFETY	
Police Department	<p>Pursue assistance for various technology needs, including additional body cameras.</p> <p>Support Greenville Officer Watch (GROW) efforts - Focused Deterrence Program.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • DOJ's Edward Byrne JAG • Smart Policing Initiative • Body-Worn Camera (BWC) Pilot Partnership Program • Firehouse Subs for equipment (applications due March 4, June 3, September 2, December 2, 2016) <p>Greenville PD received a \$500,000 COPS Hiring Grant to hire four officers. Secured Congressional support letters from Reps. Butterfield and Jones & Sens. Burr and Tillis.</p>
Fire-Rescue Department	<p>Pursue assistance for various equipment needs.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • FEMA's Assistance to Firefighters Grant Program (applications due January 15, 2016) • Firehouse Subs for smoke alarms
Firefighter Health, Wellness and Safety	<p>Pursue assistance for CPAC equipment and maintenance (\$200,000) and other firefighter needs.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • FEMA's Fire Prevention and Safety Grant Program (applications due April 2016) • Firehouse Subs

ECONOMIC DEVELOPMENT	
Lead-Based Paint Abatement	<p>Pursue federal assistance for lead-based paint abatement and education.</p> <p>Potential funding opportunities: HUD's Office of Healthy Homes and Lead Hazard Control; secure debrief from 2015 application</p>
Urban Farm Network	<p>Pursue assistance for the City of Greenville and Greenville Harvest to provide access to healthy food sources for federally-designated food desert in West Greenville.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • USDA's Local Foods Promotion Program Implementation Grant; secure debrief from 2015 application • EPA's Local Food Local Places
West Greenville - Neighborhood Revitalization Strategy Area	<p>Support efforts to further develop the Neighborhood Revitalization Strategy Area.</p>
Go Science Center	<p>Pursue assistance for exhibit space and programming at the Science Center (Challenger exhibit).</p> <p>Potential funding opportunities: Institute of Museum and Library Sciences</p>
Improved Internet Access	<p>Pursue assistance to provide high-speed Internet access to certain areas in Greenville.</p>
Antenna Replacement	<p>Explore funding opportunities to replace and relocate radio antenna in Town Common Park that services minority-owned and operated local radio station.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • Small Business Administration's 8(a) Business Development Program • Corporation for Public Broadcasting • Federal Communications Commission
Capacity Building for Non-Profits	<p>The City of Greenville receives HOME funds from HUD; 15% of its allocation must go to a Community Housing Development Organization (CHDO); Greenville's CHDO needs assistance with capacity building; assistance could come from:</p> <ul style="list-style-type: none"> • National Community Development Association • National Association of Housing and Redevelopment Officials (NAHRO) • HUD Training and Technical Assistance

LABOR AND WORKFORCE DEVELOPMENT	
Workforce Development Initiative	<p>Greenville is working with Pharma / Life Sciences and Pitt Community College. The City also wants to expand to medical patenting.</p> <p>Explore funding options with U.S. Departments of Labor and Health and Human Services.</p>
Small Business Development	<p>The City will continue to fund upstarts with seed money using HUD CDBG funds, but would like to expand its offerings to both retail (current focus) and restaurants.</p> <p>Explore funding options with the Small Business Administration.</p>
ENERGY AND ENVIRONMENT	
Tar River Legacy Plan	<p>Work with the U.S. Army Corps of Engineers to identify funding opportunities to address various aspects of the Plan, including bulk head replacement, stream restoration and other Plan elements.</p>
Town Creek Culvert	<p>Work with the NCDEQ to request a change from the existing \$13M State Revolving Loan Fund's 0% interest loan to one with negative interest or principal forgiveness.</p>
Watershed Master Plan	<p>Identify funding opportunities for implementation of the Greenville Watershed Master Plan.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • Corps of Engineers Section 205 Program • EPA
Flood-Prone Properties	<p>Secure federal assistance to acquire properties subject to recurring flooding.</p> <p>Potential funding opportunities: FEMA's Hazard Mitigation Program, Pre-Disaster Mitigation Program, and Flood Mitigation Assistance Program.</p>

TRANSPORTATION AND INFRASTRUCTURE	
Pitt - Greenville Airport	<p>Pursue assistance to expand flight options at Pitt-Greenville Airport.</p> <p>Potential funding opportunities: DOT's Small Community Air Service Development Program Grant (secured Congressional support in 2015 from Reps. Butterfield and Jones & Sens. Burr and Tillis, but application was not successful).</p>
Tar River	<p>Pursue federal assistance for dredging and to provide navigation improvements.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • Corps of Engineers Section 107 • Corps of Engineers Section 204
Greenville Transportation Activity Center	<p>Pursue federal assistance for infrastructure development around GTAC, including 8th Street between Pitt and Dickinson Roads.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • DOT's Transportation Alternatives Program (TAP) • DOT's Congestion Mitigation and Air Quality (CMAQ) Program • Economic Development Administration (EDA) • Federal Transit Administration
8th Street	<p>Pursue federal assistance to extend 8th Street by GTAC.</p> <p>Potential funding opportunities:</p> <ul style="list-style-type: none"> • DOT's TAP • DOT's CMAQ • EDA
Parking Lot	<p>Pursue assistance to build a parking lot north of 8th Street.</p> <p>Potential funding opportunities: Economic Development Assistance</p>
264 Interstate Designation	<p>The FAST Act designated the Raleigh-Norfolk Corridor as a "High Priority Corridor" on the National Highway System. Work with Greenville's Congressional delegation, DOT and NCDOT to include as part of that designation US264 from I-795 in Wilson to the Southwest Bypass in Greenville (~35 miles).</p>

RECREATION AND PARKS	
Pedestrian Bridge	Explore funding opportunities to construct a pedestrian bridge from Town Common Park to the River Park North Boardwalk.
Historic Drill Tower Preservation Project (in Dream Park)	Explore funding opportunities for tower preservation project.
Public Art Projects	Secure assistance for public arts projects. Potential funding opportunities: National Endowment for the Arts (NEA) Our Town Grant Program; secure debrief for previously unfunded Our Town application.
STE(A)M Initiatives at Youth Facilities	Explore funding opportunities with the U.S. Department of Education and NEA.
OTHER PRIORITIES	
Animal Welfare	Explore funding opportunities to address animal welfare needs throughout the City with a focus on underserved residents and addressing their animals' needs.
Financing	Support tax-exempt municipal bonds and marketability of municipal bonds. <ul style="list-style-type: none"> Support H.R. 2209, a bill to classify municipal securities as high quality liquid assets.
Online Sales Tax Legislation	Support passage of legislation that would grant state and local governments the authority to collect taxes on Internet and mail-order sales.
FY 2017 Budget and Appropriations	Support full funding for the federal programs included on the City's Federal Agenda, such as: <ul style="list-style-type: none"> HUD Community Development Block Grant HUD HOME Investment Partnership Program DOJ Byrne Justice Assistance Grants DOJ COPS Hiring
Grants	Pursue relevant federal, state and foundation grant opportunities and secure congressional support for same.



City of Greenville, North Carolina

Meeting Date: 1/9/2017
Time: 6:00 PM

Title of Item: Clarification on Policy for Public Comment

Explanation: **Abstract:** The Greenville City Council Policy for Public Comment provides that the public comment period be included as an agenda item at each regular City Council meeting and each joint meeting of City Council and the Greenville Utilities Commission. For other meetings, the policy does not provide having a public comment period on the agenda, but there has been a recent practice of having it on the agenda. Clarification from Council is requested.

Explanation: The Greenville City Council Policy for Public Comment provides that the public comment period be included as an agenda item at each regular City Council meeting and each joint meeting of City Council and the Greenville Utilities Commission. Attached is a copy of the Greenville City Council Policy for Public Comment.

For meetings other than regular Council meetings and joint meetings with the Greenville Utilities Commission, the policy does not provide having a public comment period on the agenda, but there has been a recent practice of having it on the agenda. This practice arose as a result of a Public Comment Period being added to the agenda of a Budget Workshop meeting on March 25, 2013.

(Attached is an excerpt from the minutes of this meeting). The practice has been to have on the agenda a Public Comment Period whenever Council has a meeting which is not a regular meeting, including special meetings such as workshop meetings. This included the recent special meeting on future fire stations held on December 7, 2016. The exception is Council's Annual Planning Session for which a public comment period has not been on the agenda.

State law requires that City Council provide at least one period for public comment per month at a regular meeting of the Council. There is no requirement that there be a public comment period for more than once a month when regular meetings are held, and there is no requirement that a Public Comment Period be added for additional meetings.

Clarification from City Council is sought. If Council wants to have a Public Comment Period at additional meetings, then an amendment to the Policy should occur. Possible exclusions would be the Annual Planning Session and emergency meetings.

Fiscal Note: No expense associated with amending the Policy for Public Comment.

Recommendation: Clarification from Council is sought on whether Council wants to amend its Policy for Public Comment to have Public Comment Periods at additional meetings.

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Attachments / click to download

 [CITY COUNCIL POLICY FOR PUBLIC COMMENT 894577](#)

 [Excerpt from March 25 2013 Minutes 1042767](#)

GREENVILLE CITY COUNCIL POLICY FOR PUBLIC COMMENT

In accordance with the provisions of North Carolina General Statute 160A-81.1, the following policy is hereby established for a Public Comment Period during meetings of City Council.

1. A period reserved for comments from the public will be included as an item of business on the agenda as Public Comment Period for each regular City Council meeting and each joint meeting of City Council and the Greenville Utilities Commission.
2. The Public Comment Period will be placed on the agenda as the next item after the approval of the agenda for the meeting.
3. The Public Comment Period shall not exceed a total of thirty minutes, unless the City Council, by a majority vote, extends this limit.
4. Each individual will be allowed no more than three minutes for comments, unless the City Council, by a majority vote, extends this limit.
5. An individual wishing to address the Council during the Public Comment Period shall register with the City Clerk prior to the opening of the meeting by signing his or her name, address and a short description of his or her topic on a sign-up sheet stationed on the podium at the entrance to the Council Chambers.
6. If the thirty minutes allocated to the Public Comment Period has not expired after the individuals who have registered have spoken, individuals who fail to register before the meeting may speak during the Public Comment Period. These individuals will speak following those who registered in advance. If time remains, the Mayor will ask if any other individual wishes to address the Council during the Public Comment Period. An individual wishing to speak should raise his or her hand and ask to be recognized by the Mayor. After being recognized by the Mayor, the individual should state his or her name, address and the topic to be addressed.
7. 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 during the Public Comment Period. At a joint meeting of City Council and Greenville Utilities Commission, items that are not germane to both the City Council and the Greenville Utilities Commission shall not be discussed during the Public Comment Period.
8. Action on items brought up during the Public Comment Period will be at the discretion of the City Council. If the City Council deems that the comment requires action, rarely will action be taken at the meeting when it is presented. It will likely be referred to staff for review and recommendation.

This policy was adopted on April 14, 2011, and was amended on August 13, 2015.

OFFICIAL MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, MARCH 25, 2013



Having been properly advertised, the Greenville City Council met on Monday, March 25, 2013 for a Budget Workshop 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 p.m.

Those Present:

Mayor Allen M. Thomas, Mayor Pro-Tem Rose H. Glover, Council Member Kandie Smith, Council Member Marion Blackburn, Council Member Calvin R. Mercer, Council Member Max R. Joyner, Jr. and Council Member Dennis J. Mitchell

Those Absent:

None

Also Present:

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

APPROVAL OF THE AGENDA

Council Member Blackburn moved to approve the agenda with the following changes: add a public comment period after the grant discussion and move discussion of Bradford Creek Golf Course ahead of the budget kick-off. Mayor Pro-Tem Glover seconded the motion.

Council Member Joyner said if the City Council added a public comment period to this workshop, all future workshops should have one as well. He pointed out that, at the Sanitation Workshop, the City Council did not have a public comment period per its current policy and denied Mr. Don Cavellini the opportunity to speak. Council Member Joyner wished to apologize to him and suggested setting a time limit for public comment.

Mayor Thomas pointed out the policy to not add agenda items on the night of a meeting, but he understood that the City Council had citizens at the meeting who may want to comment.

Council Member Mercer said although he has long supported not adding agenda items that could be delayed to a future meeting, a public comment period related to items for discussion tonight cannot be delayed.

Council Member Mitchell said that adding a public comment period to this workshop would be a dangerous precedent since Mr. Cavellini was denied the opportunity to speak based on the current policy to not have a public comment period at workshops.

City Attorney Dave Holec said Mayor Thomas told Mr. Cavellini that it was City Council's policy to not have a public comment period during special meetings. Mr. Holec said the City Council had the ability, by vote, to add agenda items on the night of a workshop, if the item was time sensitive in nature. To do so, the City Council must have a two-thirds vote, meaning four "yes" votes.

Council Member Blackburn said she was not against including a public comment period in all City Council workshops with a 10 to 15 minute time limit. She added that it may be useful to revisit this policy in the future.

Council Member Mitchell stated that he had concerns about the City Council revising its policy without informing citizens of the change.

Council Member Smith stated the policy should not be changed unless the City Council apologized to Mr. Cavellini. Mayor Thomas said an apology would be issued.

Council Member Blackburn said she would like to amend her motion to add a 12-minute time limit to the public comment period. Mayor Pro-Tem Glover accepted the amendment.

On Council Member Blackburn's motion, as amended, the City Council voted unanimously to approve the agenda with the following changes: add a public comment period, with a 12-minute time limit, after grant discussion and move discussion of Bradford Creek Golf Course ahead of the budget kick-off.

