



# Agenda

## Greenville City Council

June 8, 2017  
6:00 PM  
City Council Chambers  
200 West Fifth Street

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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.

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**I. Call Meeting To Order**

**II. Invocation - Mayor Pro-Tem Smith**

**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**

- Recycling Art Contest Winners
- Life-Saving Actions of Public Works Employees
- Graduates of 2016-2017 Chamber of Commerce Leadership Institute - Bryant Beddard, Leah Futrell, and Don Octigan
- Michael Dail, Graduate of UNC School of Government's Municipal Administration Course

## **VII. Appointments**

1. Appointment to the Mid-East Commission
2. Appointments to Boards and Commissions

## **VIII. New Business**

### **Public Hearings**

3. Ordinance requested by RT Development, Incorporated to rezone 24.035 acres located west of Frog Level Road and adjacent to Taberna Subdivision from RA20 (Residential-Agricultural) to R9S (Residential-Single-family [Medium Density])
4. Second public hearing for the 2017-18 Annual Action Plan for CDBG and HOME funds

### **Other Items of Business**

5. Presentation by DFI on Imperial Site Design and Financial Analysis
6. Presentation by the North Carolina Department of Transportation on Project U-5917 14th Street Widening Project
7. Ordinances adopting the Fiscal Year 2017-18 Budget for:
  - a) City of Greenville including Sheppard Memorial Library and Pitt-Greenville Convention & Visitors Authority
  - b) Greenville Utilities Commission including Reimbursement Resolutions associated with Budget
8. Youth Council Discussion

## **IX. City Manager's Report**

9. Recycling Update

## **X. Comments from Mayor and City Council**

## **XI. Adjournment**



# City of Greenville, North Carolina

Meeting Date: 6/8/2017  
Time: 6:00 PM

**Title of Item:** Appointment to the Mid-East Commission

**Explanation:** **Abstract:** In accordance with the Mid-East Commission's Bylaws, the City Council has a regular member and an alternate member on the Mid-East Commission. The members are appointed to serve a term of two calendar years. Appointment is being made to fill the regular member seat.

**Explanation:** Historically, the appointment has been the Director of Community Development with an alternate, however, the Community Development Director's position was in the process of being filled at the time of the last appointment. Assistant City Manager Merrill Flood had been appointed to serve as the regular member on December 10, 2015 for a term that would commence on January 1, 2016, and expire on December 31, 2017, or until a new Community Development Director was named.

Since then, the City has named Ben Griffith as the Community Development Director. Director Griffith is prepared to step in as the City Council's regular member.

**Fiscal Note:** No direct fiscal impact.

**Recommendation:** Appoint Community Development Director Ben Griffith as a regular member of the Mid-East Commission effective immediately and expiring December 31, 2017.



# City of Greenville, North Carolina

Meeting Date: 6/8/2017  
Time: 6:00 PM

**Title of Item:** Appointments to Boards and Commissions

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

**Explanation:** City Council appointments need to be made to the Board of Adjustment, Community Appearance Commission, Environmental Advisory Commission, Greenville Utilities Commission, Historic Preservation Commission, Housing Authority, Human Relations Council, Pitt-Greenville Convention & Visitors Authority, Police Community Relations Committee, Recreation & Parks Commission, and the Youth Council.

The City's Board and Commission Policy on the Pitt-Greenville Convention & Visitors Authority states that the City Council shall make the nomination to the County on five of the members, and appointment of County members shall be made by the Pitt County Commissioners based on the nominations of City Council. The County seats for Beatrice Henderson, Christopher Jenkins, and Monta Stegall are up for nomination.

The City Council updated the Board and Commission Policy on August 15, 2016. A provision for extended vacancies was included:

*Nominations for Extended Vacancies*

*In the event there is a vacancy on a City board or commission which has been on the City Council agenda for appointment by City Council for more than three (3) calendar months in which a regular City Council meeting has been held, then any Council Member may make a nomination to fill the vacancy without regard to any other provision relating to who has the authority to make the nomination. If there is more than one nomination, the appointment shall be conducted in accordance with the procedure for nominations and elections in Robert's Rules of Order.*

Under this provision, the following seats are open to nominations from the City Council:

- Jon Weaver, Environmental Advisory Commission - Building Contractor/Developer/one familiar with construction techniques
- Kathy Moore, Human Relations Council, Shaw University Seat
- Maurice Whitehurst - Human Relations Council, Pitt Community College Seat
- Ron Feeney - Pitt-Greenville Convention & Visitors Authority, City - Owner/Operator of hotel/motel
- Beatrice Henderson - Pitt-Greenville Convention & Visitors Authority, County - Resident not involved in tourist or convention-related business
- Christopher Jenkins - Pitt-Greenville Convention & Visitors Authority, County - Resident not involved in tourist or convention-related business
- 11 vacant seats - Youth Council, Pitt County High Schools

**Fiscal Note:** No direct fiscal impact.

**Recommendation:** Make appointments to the Board of Adjustment, Community Appearance Commission, Environmental Advisory Commission, Greenville Utilities Commission, Historic Preservation Commission, Housing Authority, Human Relations Council, Pitt-Greenville Convention & Visitors Authority, Police Community Relations Committee, Recreation & Parks Commission, and the Youth Council.

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Attachments / click to download

 [Muni\\_Report\\_Appointments\\_to\\_Boards\\_and\\_Commissions\\_998631](#)

# Appointments to Boards and Commissions

June/July 2017

## Board of Adjustment

**Council Liaison:** Council Member PJ Connelly

Name	District #	Current Term	Reappointment Status	Expiration Date
Nathan Frank <i>(Council Member Calvin Mercer)</i>	5	Second term	Ineligible	June 2017
William Johnson <i>(Mayor Pro-Tem Kandie Smith)</i>	4	First term	Eligible	June 2017
Justin Mullarkey <i>(Council Member Rick Smiley)</i>	4	Second term	Ineligible	June 2017

## Community Appearance Commission

**Council Liaison:** Council Member McLean Godley

Name	District #	Current Term	Reappointment Status	Expiration Date
Ryan Beeson	1	Filling unexpired term	Not Seeking a additional term	April 2017
Kellie Gonzalez		Filling unexpired term	Eligible	July 2017
Jonathan Taft	5	Filling unexpired term	Eligible	July 2017

## Environmental Advisory Commission

**Council Liaison:** Council Member McLean Godley

Name	District #	Current Term	Reappointment Status	Expiration Date
Jon Weaver <i>(Building contactor/land developer/one familiar with construction techniques)</i>	3	First term	Resigned	April 2018

## Greenville Utilities Commission

**Council Liaison:** Mayor Pro-Tem Kandie Smith

Name	District #	Current Term	Reappointment Status	Expiration Date
Toya Jacobs <i>(Automatic Reappointment)</i>	2	First term	Eligible	May 2017

### Historic Preservation Commission

**Council Liaison:** Mayor Pro-Tem Kandie Smith

Name	District #	Current Term	Reappointment Status	Expiration Date
Shelva Davis	5	Filling unexpired term	Resigned	January 2019
Tyrone Walston	2	First term	Resigned	January 2019

Chris Nunnally

### Housing Authority

**Council Liaison:** Mayor Pro-Tem Kandie Smith

Name	District #	Current Term	Reappointment Status	Expiration Date
Donald Cavellini <i>(Mayor Pro-Tem Kandie Smith)</i>	2	First term	Eligible	May 2017

Reappoint

### Human Relations Council

**Council Liaison:** Council Member Rose Glover

Name	District #	Current Term	Reappointment Status	Expiration Date
Kathy Moore <i>(Shaw University)</i>	3	First term	Eligible	October 2016
Maurice Whitehurst <i>(Pitt Community College)</i>	2	Second term	Did not meet attendance requirement	Oct. 2015

### Pitt-Greenville Convention & Visitors Authority

**Council Liaison:** Council Member Rose Glover

<b>Name</b>	<b>District #</b>	<b>Current Term</b>	<b>Reappointment Status</b>	<b>Expiration Date</b>
Dede Carney	5	First term	Eligible	July 2017
<b>Reappoint</b>				
Ron Feeney <i>(Owner/Operator of Hotel/Motel)</i>	City	First term	Resigned	July 2017
Beatrice Henderson <i>(Resident not involved in tourist or convention related business)</i>	County	First term	Eligible	July 2016
Christopher Jenkins <i>(Resident not involved in tourist or convention related business)</i>	County		Resigned	July 2017
Monta Stegall <i>(Owner/Operator of hotel/motel)</i>	County	First term	Resigned	July 2019

### **Police Community Relations Committee**

**Council Liaison:** Council Member Rose Glover

<b>Name</b>	<b>District #</b>	<b>Current Term</b>	<b>Reappointment Status</b>	<b>Expiration Date</b>
Timothy Webster <i>(Council Member PJ Connelly)</i>	5	First term	Resigned	Oct 2017

### **Planning & Zoning Commission**

**Council Liaison:** Council Member PJ Connelly

<b>Name</b>	<b>District #</b>	<b>Current Term</b>	<b>Reappointment Status</b>	<b>Expiration Date</b>
Hap Maxwell <i>(Council Member Rick Smiley)</i>	3	Filling unexpired term	Eligible	June 2017

### **Recreation & Parks Commission**

**Council Liaison:** Council Member McLean Godley

<b>Name</b>	<b>District #</b>	<b>Current Term</b>	<b>Reappointment Status</b>	<b>Expiration Date</b>
Darin White <i>(Council Member Rose Glover)</i>	4	Second term	Ineligible	May 2017



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## Youth Council

**Council Liaison:** Council Member Calvin Mercer

<b>Name</b>	<b>Current Term</b>	<b>Reappointment Status</b>	<b>Expiration Date</b>
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11 spots open to the City Council

\*Seats that are open to nomination from the City Council are highlighted.

## Applicants for Board of Adjustment

Byron Aynes  
1903 Brook Road  
Greenville, NC 27858

**Application Date:** 9/17/2016

**District #:** 4

**Home Phone:** (252) 414-1710  
**Business Phone:**  
**Email:** byron.rha@gmail.com

Alan Brock  
1403 Kaley Ct. B  
Greenville, NC 27858

**Application Date:**

**District #:** 4

**Home Phone:** (252) 367-7599  
**Business Phone:** (252) 215-5599  
**Email:** alanbrock@kw.com

Dillon Godley  
1560 Wimbledon Dr. Apt. 107  
Greenville, NC 27858

**Application Date:** 5/05/2017

**District #:** 5

**Home Phone:** (252) 341-2961  
**Business Phone:** (252) 321-1101  
**Email:** Dillon.godley@gmail.com

Robert Kevin Howard  
2745 North Chatham Court  
Winterville, NC 28590

**Application Date:** 5/29/2014

**District #:** 2

**Home Phone:** (252) 258-7900  
**Business Phone:** (252) 227-4313  
**Email:** gvegasmagazine@hotmail.com

Lettie Micheletto  
929 Bremerton Drive  
Greenville, NC 27858

**Application Date:** 7/13/2016

**District #:** 5

**Home Phone:** (252) 355-8991  
**Business Phone:** (252) 321-3640  
**Email:** mitchell@pitt.k12.nc.us

Billy Parker  
305 Woodspring Ln  
Greenville, NC 27834

**Application Date:** 5/20/2017

**District #:** 1

Uriah Ward  
106 Osceola Drive  
Greenville, NC 27858

**Application Date:** 5/7/2013

**District #:** 3

**Home Phone:** (252) 714-4111  
**Business Phone:** (252) 756-2388  
**Email:** parkersbarbecue@gmail.com

**Home Phone:** (252) 565-2038  
**Business Phone:**  
**Email:** uriahward@yahoo.com

## Applicants for Community Appearance Commission

Lettie Micheletto  
929 Bremerton Drive  
Greenville, NC 27858

**Application Date:** 7/13/2016

**District #:** 5

Christopher Powell  
108 B Chandler Drive  
Greenville, NC 27834

**Home Phone:** (252) 355-8991  
**Business Phone:** (252) 321-3640  
**Email:** mitchell@pitt.k12.nc.us

**Application Date:** 6/24/2016

**Home Phone:** (252) 714-0286  
**Business Phone:**

## Applicants for Environmental Advisory Commission

Orrin Allen Beasley  
3601 Live Oak Lane  
Greenville, NC 27858

**Application Date:** 12/8/2015

**District #:** 5

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

Elaine U. Brestel  
106 Christenbury Drive  
Greenville, NC 27858

**Application Date:** 1/21/2014

**District #:** 4

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

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

**Application Date:** 2/3/2014

**District #:**

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

Daniel Hemme  
3921 Nantucket Road #B  
Greenville, NC 27858

**Application Date:** 1/12/2017

**District #:** 1

**Home Phone:** (252) 752-2255  
**Business Phone:**  
**Email:** hemmed@gmail.com

Eric Hogue  
2911 Tripp Lane  
Greenville, NC 27834

**Application Date:**

**District #:** 1

**Home Phone:** (252) 373-1445  
**Business Phone:**  
**Email:** erichogue@gmail.com

Wendy Klein  
318 Rutledge Road  
Greenville, NC 27858

**District #:** 4

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

**District #:** 1

**Application Date:** 2/10/2014

**Home Phone:** (252) 329-7005

**Business Phone:** (252) 902-9005

**Email:** wakspg1@suddenlink.net

**Application Date:** 3/6/2014

**Home Phone:** (252) 702-3429

**Business Phone:** (252) 752-5938

**Email:** mellism@pitt.k12.nc.us

## Applicants for Greenville Utilities Commission

Robert Scott Barker  
2212 Lexington Farms  
Greenville, NC 27834

**District #:**

Yifan Guo  
3420 Briarcliff Dr. Apt. X  
Greenville, NC 27834

**District #:** 1

Jim Hooker  
3605 Bayley Lane  
Greenville, NC 27858

**District #:**

Billy Parker  
305 Woodspring Ln  
Greenville, NC 27834

**District #:** 1

David M. White  
410 Crestline Blvd.  
Greenville, NC 27834

**District #:** 5

**Application Date:** 4/18/2016

**Home Phone:** (252) 689-3596

**Business Phone:** (252) 757-3787

**Email:** scott.barker@suddenlink.net

**Application Date:** 9/10/2016

**Home Phone:** (215) 756-4710

**Business Phone:**

**Email:** guoyifan82@gmail.com

**Application Date:** 4/7/2016

**Home Phone:** (703) 994-5001

**Business Phone:**

**Email:** jameshooker@cox.net

**Application Date:** 5/20/2017

**Home Phone:** (252) 714-4111

**Business Phone:** (252) 756-2388

**Email:** parkersbarbecue@gmail.com

**Application Date:** 5/12/2014

**Home Phone:** (252) 413-8120

**Business Phone:** (252) 328-9604

**Email:** whited@ecu.edu

# Applicants for Historic Preservation Commission

Eric Hogue  
2911 Tripp Lane  
Greenville, NC 27834

**Application Date:**

**Home Phone:** (252) 373-1445

**Business Phone:**

**Email:** erichogue@gmail.com

**District #:** 1

## Applicants for Housing Authority

Robert Scott Barker  
2212 Lexington Farms  
Greenville, NC 27834

**Application Date:** 4/18/2016

**District #:**

**Home Phone:** (252) 689-3596  
**Business Phone:** (252) 757-3787  
**Email:** scott.barker@suddenlink.net

Jamitress Bowden  
111 Brownlea Drive Apt. O  
Greenville, NC 27858

**Application Date:** 8/8/2014

**District #:** 3

**Home Phone:**  
**Business Phone:**  
**Email:** jamitressbowden@gmail.com

Karen Brookins  
4102 River Chase Drive  
Greenville, NC 27858

**Application Date:**

**District #:** 3

**Home Phone:** (252) 327-5880  
**Business Phone:** (252) 752-6101  
**Email:** karenbrookins@earthlinl.net

Bridget Moore  
4128A Bridge Court  
Winterville, NC 28590

**Application Date:** 8/28/2014

**District #:** 5

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

## Applicants for Human Relations Council

Eric Hogue  
2911 Tripp Lane  
Greenville, NC 27834

**District #:** 1

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

**District #:** 1

Bridget Moore  
4128A Bridge Court  
Winterville, NC 28590

**District #:** 5

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

**District #:** 5

**Application Date:**

**Home Phone:** (252) 373-1445

**Business Phone:**

**Email:** erichogue@gmail.com

**Application Date:** 1/15/2015

**Home Phone:** (252) 714-0969

**Business Phone:**

**Email:** debj.monroe@gmail.com

**Application Date:** 8/28/2014

**Home Phone:** (252) 355-7377

**Business Phone:** (252) 355-0000

**Email:** bmoore2004@netzero.com

**Application Date:**

**Home Phone:** (252) 412-4584

**Business Phone:**

**Email:**



## Applicants for Pitt-Greenville Convention and Visitors Authority (City)

Robert Scott Barker  
2212 Lexington Farms  
Greenville, NC 27834

**District #:**

Gloria Brewington-Person  
1005 Cortland Road  
Greenville, NC 27834

**District #:** 2

Eric Hogue  
2911 Tripp Lane  
Greenville, NC 27834

**District #:** 1

Robert Kevin Howard  
2745 North Chatham Court  
Winterville, NC 28590

**District #:** 2

Lettie Micheletto  
929 Bremerton Drive  
Greenville, NC 27858

**District #:** 5

Terri Williams  
300 Oxford Road  
Greenville, NC 27858

**District #:** 4

**Application Date:** 4/18/2016

**Home Phone:** (252) 689-3596

**Business Phone:** (252) 757-3787

**Email:** scott.barker@suddenlink.net

**Application Date:** 3/9/2017

**Home Phone:** (252) 321-3227

**Business Phone:** (252) 495-2674

**Email:** personakiem@aol.com

**Application Date:**

**Home Phone:**

**Business Phone:** (252) 375-1445

**Email:** ericdhogue@gmail.com

**Application Date:** 5/29/2014

**Home Phone:** (252) 258-7900

**Business Phone:** (252) 227-4313

**Email:** gvegasmagazine@hotmail.com

**Application Date:** 7/13/2016

**Home Phone:** (252) 355-8991

**Business Phone:** (252) 321-3640

**Email:** mitchell@pitt.k12.nc.us

**Application Date:** 5/2/2017

**Home Phone:** (252) 714-2597

**Business Phone:** (252) 375-8620

**Email:** terriw@terriwilliamsrealtor.com



## *Applicant Interest Listing*

VolAg Northwest  
North of the River  
District 2

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	Organization	Description	Date(s)
Education	ECPI University	AAS	
Education	Eastern High School		
Experience	Community Non-profits & Farms	Medical Asst, Customer Service, & Pt	
Experience	Department of Veteran Affairs	MSA	
Volunteer/Prof. Associations	Alliance Medical Ministry		
Volunteer/Prof. Associations	Veteran Affairs		

<u>Boards Assigned To</u>	
Home and Community Care Block Grant Committee Person over 60 years of age	10/3/2016 to 10/3/2019

**Robert Corbett**  
3879 Bell Road  
P.O. Box 61  
Fountain NC 27829

Day Phone: (252) 749-4421  
Evening Phone:  
Fax:  
E-mail: rcorbett27829@gmail.com

Gender: M  
Race: White  
District: 4  
Priority:

Applied for this board on: 1/29/2016

Application received/updated: 01/29/2016

Applicant's Attributes: Fountain ETJ  
South of the River  
VolAg Southwest

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	Organization	Description	Date(s)
Education	Farville High School		
Experience	Tobacco Processing		40+ yrs

## *Applicant Interest Listing*

Experience	Standard Commerical Tobacco	22+ yrs
Experience	Imperial Tobacco	18+ yrs
Experience	NC National Guard	
Volunteer/Prof. Associations	Fountain Wellness Ctr Board	
Volunteer/Prof. Associations	Rural Fire Board	
Volunteer/Prof. Associations	Meals on Wheels	
Volunteer/Prof. Associations	Past Fireman	

<u>Boards Assigned To</u>		
Fire District Commission		2/15/2016 to 12/31/2015
Fountain FD		

**Brad Guth**  
113 Loran Circle  
Greenville NC 27858

Day Phone: (704) 240-1095  
Evening Phone: (252) 689-4323  
Fax:  
E-mail: bradjguth@bellsouth.net

Gender: M  
Race: White  
District: 6  
Priority:

Applied for this board on: 4/22/2016

Application received/updated: 04/22/2016

Applicant's Attributes: Greenville ETJ  
VolAg Southeast  
South of the River

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	<u>Organization</u>	<u>Description</u>	<u>Date(s)</u>
Education	University of Tenn Knoxville TN	MS	
Education	Furman U. Greenville SC	BA	
Education	Travelers Rest High School, SC		
Experience	Gaffney Main Street Program, G	Executive Director	
Experience	Pride of Kinston, Kinston NC	Executive Director	
Experience	City of Lincolnton, NC	Business & Community Development	

## *Applicant Interest Listing*

Experience	Craven County Schools	Teacher
Volunteer/Prof. Associations	Lincoln County Apple Festival	
Volunteer/Prof. Associations	Habitat For Humanity	
Volunteer/Prof. Associations	Rotary	
Volunteer/Prof. Associations	Gaston-Lincoln Comm Action/H	
Volunteer/Prof. Associations	Lincolnton-Lincoln Co. Chamber	
Volunteer/Prof. Associations	Lincolnton-Lincoln Co. Historic	
Volunteer/Prof. Associations	United Way of Lincoln County	

<u>Boards Assigned To</u>		
Greenville Board Of Adjustment Greenville ETJ	12/19/2016 to	12/19/2019
Pitt County Planning Board District 6	9/12/2016 to	9/30/2019

**Ralph Hall Jr**  
111 Hardee Street  
Greenville NC 27858

Day Phone:  
Evening Phone: (252) 756-0262  
Fax:  
E-mail: bajhall@aol.com

Gender: M  
Race: White  
District: 6  
Priority: 0

Applied for this board on: 2/26/2003

Application received/updated: 02/26/2003

Applicant's Attributes: District 6  
Greenville ETJ  
VolAg Southeast

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	<u>Organization</u>	<u>Description</u>	<u>Date(s)</u>
Education	University of South Carolina	Civil Engineering	1955-1957
Education	Edenton High		

## *Applicant Interest Listing*

Experience	Phillippines Construction	Project Manager	1962-1966
Experience	Foreign Service Staff Officer	Civil Engineer	1966-1969
Experience	Odell Associates	Hospital Construction Engineer	1969-1973
Experience	PCMH	Vice-President of Facilities	1973-2001
Volunteer/Prof. Associations	N.C. Bio-Medical Association		
Volunteer/Prof. Associations	N.C. Association of Health Care		
Volunteer/Prof. Associations	American Society of Health Care		
Volunteer/Prof. Associations	American Cancer Society		
Volunteer/Prof. Associations	State Board of Directors		

<u>Boards Assigned To</u>		
Industrial Revenue & Pollution Control Authority		3/15/2004 to 3/15/2007

**Ernis Lee**  
834 Aspen Lane  
Greenville NC 27834

Day Phone: (252) 341-5696  
Evening Phone: (252) 689-2381  
Fax: (252) 321-4626  
E-mail: elee@email.pittcc.edu

Gender: M  
Race: African  
District: 2  
Priority:

Applied for this board on: 2/10/2015

Application received/updated: 02/06/2015

Applicant's Attributes: District 2  
County Planning Jurisdiction  
North of the River  
VolAg Northeast

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	Elizabeth City State University	B.A.	
Education	Roanoke High		
Experience	PCC Putreach w/ Ernis Lee	Radio Broadcaster	

## *Applicant Interest Listing*

Experience	Pitt Community College	Director of College Outreach
Experience	United States Army	2nd Lieutenant
Volunteer/Prof. Associations	Mentor	
Volunteer/Prof. Associations	West Greenville Community Dev	Board Member
Volunteer/Prof. Associations	Eastern Carolina Counseling Cen	Former Board Member

<u>Boards Assigned To</u>		
Development Commission		6/6/2016 to 12/31/2018
P.C. Nursing Home/Adult Care Community Advisory		3/7/2016 to 3/17/2019

**Ashley Moore**  
4695 Old Tar Road  
Winterville NC 28590

Day Phone: (252) 321-6700      Gender: M  
Evening Phone: (252) 341-8223      Race: White  
Fax:      District: 5  
E-mail: atmoore75@gmail.com      Priority:

Applied for this board on: 3/23/2017      Application received/updated: 03/23/2017

Applicant's Attributes: Winterville City Limits  
South of the River  
VolAg Southeast

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	<u>Organization</u>	<u>Description</u>	<u>Date(s)</u>
Education	East Carolina University		
Education	DH Conley	High School	
Experience	Stormwater Advisory Board		
Volunteer/Prof. Associations	Winterville Historical Society		

**Donald Rhodes**  
4785 US 258

Day Phone: (252) 753-4609      Gender: M  
Evening Phone: (252) 916-5566      Race: White

Convention & Visitors Authority  
Thursday, April 27, 2017

Page 6 of 11

## *Applicant Interest Listing*

Farmville NC 27828

Fax:  
E-mail: drhodes@centurylink.net

District: 4  
Priority:

Applied for this board on: 1/29/2016

Application received/updated: 01/29/2016

Applicant's Attributes:

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>		
Organization	Description	Date(s)
Education	East Carolina University	B'S, MAED
Education	West Edgecombe High School	
Experience	Self employed - Mosquito Auth	Co-owner & operator
Experience	Pitt County Schools	
Experience	Edgecombe County Public Schoo	
Volunteer/Prof. Associations	Fountain Fire Rural Board	
Volunteer/Prof. Associations	SECU Board	

<u>Boards Assigned To</u>		
Animal Services Advisory Board		2/6/2017 to 2/6/2020
At large		
Fire District Commission		2/15/2016 to 12/31/2015
Fountain FD		

**Karen Thigpen**  
1221 Benjamin Dr  
Greenville NC 27834

Day Phone: (252) 328-5664  
Evening Phone: (252) 481-2991  
Fax: (252) 328-4219  
E-mail: thigpenk@ecu.edu

Gender: F  
Race: African  
District: 2  
Priority:

Applied for this board on: 8/4/2015

Application received/updated: 08/04/2015

Applicant's Attributes: Greenville ETJ  
North of the River  
VolAg Northwest

*Convention & Visitors Authority*  
Thursday, April 27, 2017

Page 7 of 11



## *Applicant Interest Listing*

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	University of NC at Chapel Hill		
Education	North Pitt High School		
Experience	Literacy of Orange County		
Experience	LMC Case Management		
Experience	Height Home, LLC		
Experience	East Carolina University	Administrative Associate	
Volunteer/Prof. Associations	Love Ministries Inc		
Volunteer/Prof. Associations	LMC Case Management		
Volunteer/Prof. Associations	ECU Brody School of Med Celeb		

**Guilford Whitfield**  
3478 Hwy 258  
P.O. Box 496  
Fountain NC 27829

Day Phone: (252) 749-3425  
Evening Phone: (252) 749-6201  
Fax:  
E-mail:

Gender: M  
Race: African  
District: 4  
Priority:

Applied for this board on: 1/29/2016

Application received/updated: 01/29/2016

Applicant's Attributes: Fountain ETJ  
South of the River  
VolAg Southwest

Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)			
	Organization	Description	Date(s)
Education	2 years of College	Commercial Artist	
Education	High School - yes		
Experience	Retired CIA		20+ years
Volunteer/Prof. Associations	Town of Fountain		



## *Applicant Interest Listing*

Education	East Carolina University	
Education	J.H. Rose High	
Experience	East Carolina University	Helpdesk Tech. Spec.
Experience	NC National Guard Army	

<u>Boards Assigned To</u>		
P.C. Nursing Home/Adult Care Community Advisory	3/7/2016	to 3/17/2019

**IL Yoon**  
102 Bishop Dr.  
Winterville NC 28590

Day Phone: (252) 367-9836  
Evening Phone: (804) 447-4655  
Fax:  
E-mail: neilyoon1@gmail.com

Gender: M  
Race: Asian  
District:  
Priority:

Applied for this board on: 12/13/2016                      Application received/updated: 12/13/2016

Applicant's Attributes: Greenville ETJ  
South of the River  
VolAg Southeast

<u>Experience (Educ./Vol./Prof. Assoc./Military/Other Appointed Positions, etc.)</u>			
	<u>Organization</u>	<u>Description</u>	<u>Date(s)</u>
	Republic of Korean Army		
Education	Korea University	Bachelors degree	
Education	Kyung-Moon High School	Seoul, Korea	
Experience	Finix-One Corporation	President	Dec. 13-present
Experience	Adam's Auto Wash	Vice-President	Aug.08-Aug. 2013
Experience	Deok-u Co., LTD	Overseas Marketing Manager	Jan.05-July 08
Experience	Carrefour S.A. France	Marketing Manager	July 99- Dec. 03
Volunteer/Prof. Associations	Seoul Olympic Volunteer		1988
Volunteer/Prof. Associations	Korean Association of Greenville	President	

## *Applicant Interest Listing*

## Applicants for Police Community Relations Committee

Yifan Guo  
3420 Briarcliff Dr. Apt. X  
Greenville, NC 27834

**District #:** 1

Whitley Taylor Pollard  
609 Elm Street  
Greenville, NC 27858

**District #:** 3

**Application Date:** 9/10/2016

**Home Phone:** (215) 756-4710

**Business Phone:**

**Email:** guoyifan82@gmail.com

**Application Date:** 7/14/2016

**Home Phone:** (252) 717-6764

**Business Phone:**

**Email:** pollardwhitely@gmail.com

## Applicants for Recreation and Parks Commission

Byron Aynes  
1903 Brook Road  
Greenville, NC 27858

**District #:** 4

Alan Brock  
1403 Kaley Ct, B  
Greenville, NC 27858

**District #:** 4

M. Justin Davis  
3002 Maryland Drive  
Greenville, NC 27858

**District #:** 3

Henry Harvey  
2043 A Quail Ridge Road  
Greenville, NC 27858

**District #:** 4

Daniel Hemme  
3921 Nantucket Road #B  
Greenville, NC 27834

**District #:** 1

Anthony Mizzelle  
1988-B Hyde Drive  
Greenville, NC 27858

**District #:** 4

Bridget Moore  
4128A Bridge Court  
Winterville, NC 28590

**District #:** 5

Christopher Powell  
108 B Chandler Drive  
Greenville, NC 27834

**District #:** 1

**Application Date:** 9/17/2016

**Home Phone:** (252) 414-1710

**Business Phone:**

**Email:** byron.rha@gmail.com

**Application Date:**

**Home Phone:** (252) 367-7599

**Business Phone:**

**Email:** mjustindavis@gmail.com

**Application Date:**

**Home Phone:** (252) 756-5820

**Business Phone:**

**Email:** mjustindavis@gmail.com

**Application Date:** 5/12/2014

**Home Phone:** (252) 321-1080

**Business Phone:**

**Email:** hankandk@suddenlink.net

**Application Date:** 2/12/2017

**Home Phone:** (919) 698-0792

**Business Phone:** (252) 327-6729

**Email:** hemmedp@gmail.com

**Application Date:** 5/28/2016

**Home Phone:** (252) 215-9245

**Business Phone:** (252) 290-5515

**Email:** anthonymizzelle.am@gmail.com

**Application Date:** 8/28/2014

**Home Phone:** (252) 355-7377

**Business Phone:** (252) 355-0000

**Email:** bmoore2004@netzero.com

**Application Date:** 6/24/2016

**Home Phone:** (252) 714-0286

**Business Phone:**

**Email:** christopherpowell@yahoo.com

# Applicants for Youth Council



# City of Greenville, North Carolina

Meeting Date: 6/8/2017  
Time: 6:00 PM

**Title of Item:** Ordinance requested by RT Development, Incorporated to rezone 24.035 acres located west of Frog Level Road and adjacent to Taberna Subdivision from RA20 (Residential-Agricultural) to R9S (Residential-Single-family [Medium Density])

**Explanation:** **Abstract:** The City has received a request from RT Development, Incorporated to rezone 24.035 acres located west of Frog Level Road and adjacent to Taberna Subdivision from RA20 (Residential-Agricultural) to R9S (Residential-Single-family [Medium Density]).

### **Required Notices:**

Planning and Zoning meeting notice (property owner and adjoining property owner letter) mailed on May 2, 2017.

On-site sign(s) posted on May 2, 2017.

City Council public hearing notice (property owner and adjoining property owner letter) mailed on May 23, 2017.

Public hearing legal advertisement published on May 29, 2017 and June 5, 2017.

### **Comprehensive Plan:**

The Future Land Use and Character Map recommends traditional neighborhood, medium-high density (TNMH) at the northwestern corner of the intersection of Davenport Farm Road and Frog Level Road transitioning to residential, low-medium density (LMDR) to the north and west.

#### Traditional Neighborhood, Medium-High Density:

Primarily residential area featuring a mix of higher density housing types ranging from multifamily, townhomes, and small-lot single-family detached. They are typically located within a walkable distance to a neighborhood activity center. Traditional neighborhoods should have a walkable street network of small blocks, a defined center and edges, and connections to surrounding development.



Intent:

- Provide street scape features such as sidewalks, street trees and lighting
- Allow neighborhood-scale commercial and mixed use centers at key intersections within neighborhoods

Primary Uses:

Multifamily residential

Single-family residential attached (townhomes) and detached (small-lot)

Secondary uses:

Institutional (neighborhood scale)

Residential, Low-Medium Density:

Primarily single-family developments arranged along wide, curvilinear streets with few intersections. Building and lot size range in size and density but tend to be highly consistent within a development with limited connectivity between different residential types and non-residential uses.

Intent

- Provide better pedestrian and vehicular connectivity between residential developments
- Improve streetscape features such as consistent sidewalks, lighting, and street trees

Primary Uses:

Single-family detached residential

Secondary Uses:

Two-family residential

Institutional/Civic (neighborhood scale)

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

Since this property is included in the approved preliminary plat for Barrington Fields and staff does not anticipate a change in use, a traffic volume report was not generated.

**History/Background:**

In 1998, the property was incorporated into the City's extra-territorial jurisdiction (ETJ) and was zoned to its current zoning. This rezoning is included in the approved preliminary plat for Barrington Fields Subdivision (single-family) in 2004. However, Phase II of the subdivision is no longer vested and will require that that portion of the subdivision go through the preliminary plat process again.

**Present Land Use:**

Undeveloped lots in the Barrington Fields Subdivision

**Water/Sewer:**

Water and sanitary sewer are available.

**Historic Sites:**

There are no known effects on designated sites.

**Environmental Conditions/Constraints:**

There are no known environmental conditions/constraints.

**Surrounding Land Uses and Zoning:**

North: RA20 - Farmland

South: R9S - Taberna Subdivision

East: RA20 - Colony Woods and Forest Pines Subdivisions and scattered rural residential sites

West: RR (Pitt County zoning) - Vacant

**Additional Staff Comments:**

Staff has a concern that this rezoning could potentially be considered "spot-zoning" in that the request consists of multiple scattered lots under ownership of one property owner. The burden is on the local government to establish reasonableness for approving the request.

Factors for determining reasonableness include:

1. Size of area and its particular characteristics
2. Relation to comprehensive plan
3. Degree of change in uses between the current zoning and proposed zoning
4. Relative harm and/or benefit to the owner(s), neighborhood and community.

With respect to this request, the proposed zoning is in compliance with the Horizons 2026: Greenville's Community Plan and the Future Land Use and Character Plan Map.

**Fiscal Note:** No cost to the City.

**Recommendation:** In staff's opinion, the request is in compliance with Horizons 2026: Greenville's Community Plan and the Future Land Use and Character Plan Map.

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

The Planning and Zoning Commission voted unanimously to approve the request at its May 16, 2017 meeting.

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

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

Motion to deny the request to rezone and to make a finding and determination that although the proposed amendment is in compliance with the adopted comprehensive plan, in this instance the denial of the rezoning request is reasonable and in the public interest due to the rezoning creates a difference from the surrounding area without a reasonable basis.

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

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

**Attachments / click to download**

- [Attachments](#)
- [Ordinance RT Development 1049790](#)
- [Minutes RT Development 1052131](#)
- [List of Uses RA20 to R9S 1049433](#)

ORDINANCE NO. 17-  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GREENVILLE  
REZONING TERRITORY LOCATED WITHIN THE PLANNING AND ZONING  
JURISDICTION OF THE CITY OF GREENVILLE, NORTH CAROLINA

WHEREAS, the City Council of the City of Greenville, North Carolina, in accordance with Article 19, Chapter 160A, of the General Statutes of North Carolina, caused a public notice to be given and published once a week for two successive weeks in The Daily Reflector setting forth that the City Council would, on the 8<sup>th</sup> day of June, 2017, at 6:00 p.m., in the Council Chambers of City Hall in the City of Greenville, NC, conduct a public hearing on the adoption of an ordinance rezoning the following described territory;

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

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

WHEREAS, as a further description as to why the action taken is consistent with the comprehensive plan and other officially adopted plans that are applicable in compliance with the provisions of North Carolina General Statute 160A-383, the City Council of the City of Greenville does hereby find and determine that the adoption of this ordinance is consistent with provisions of the comprehensive plan including, but not limited to, Policy 1.1.1 guide development with the Future Land Use and Character Map and Policy 1.1.6 guide development using the Tiered Growth Approach; and

WHEREAS, as a further explanation as to why the action taken is reasonable and in the public interest in compliance with the provisions of North Carolina General Statute 160A-383, the City Council of the City of Greenville does hereby find and determine that the adoption of this ordinance will, in addition to the furtherance of other goals and objectives, promote the safety and general welfare of the community because the requested zoning is consistent with the recommended Future Land Use and Character designation and is located in a Preferred Growth Area;

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

Section 1. That the following described territory is rezoned from RA20 (Residential-Agricultural) to R9S (Residential-Single-family).

TO WIT: RT Development, Incorporated, Tract 1

LOCATION: Located west of Frog Level Road and adjacent to Taberna Subdivision, in the Barrington Fields Subdivision.

DESCRIPTION: Beginning at an existing iron pipe on the western right-of-way of NCSR 1127 (Frog Level Road), said iron pipe being the northeastern corner of the Maria Navarro Property as described in Deed Book U-50, Page 435 of the Pitt County Register of Deeds. From the above described beginning, so located, running thence as follows:

Leaving the western right-of-way of NCSR 1127 (Frog Level Road), N 82°20'24" W 214.32' to an iron pipe, thence S 11°33'53" E 113.24' to an iron pipe, thence N 82°12'56" W 184.57' to an iron pipe, thence S 07°47'04" W 185.36' to an iron pipe, thence N 82°12'56" W 30.44' to an iron pipe, thence S 07°39'29" W 248.61' to an iron pipe, thence N 82°13'22" W 796.19' to an iron stake, thence N 08°35'00" W 1,142.85' to an iron stake, thence N 02°11'58" W 210.00' to an iron pipe, thence N 78°17'18" E 530.00' to a point at the northwestern terminus of Lenton Drive, thence with the western right-of-way of Lenton Drive, S 11°42'42" E 115.00' to the point of curvature where the western right-of-way of Lenton Drive intersects the northern right-of-way of Barrington Drive, thence with a curve to the right an arc distance of 39.27' having a radius of 25.00' and a chord bearing S 33°17'18" W 35.36' to the point of tangency, thence S 78°17'18" W 253.80' to the point of curvature, thence with a curve to the left an arc distance of 227.43' having a radius of 150.00' and a chord bearing S 34°51'09" W 206.26' to the point of tangency, thence S 08°35'00" E 24.69' to a point at the southwestern terminus of Barrington Drive, thence with the southern terminus of Barrington Drive, N 81°25'00" E 50.00', thence with the eastern right-of-way of Barrington Drive, N 08°35'00" W 24.69' to the point of curvature, thence with a curve to the right an arc distance of 151.62' having a radius of 100.00' and a chord bearing N 34°51'09" E 137.51' to the point of tangency, thence N 78°17'18" E 33.24' to a point, thence leaving the southern right-of-way of Barrington Drive, S 33°09'22" E 488.67' to an iron pipe on the northern right-of-way of Abby Drive, thence with the northern right-of-way of Abby Drive, N 82°13'22" W 189.13' to an iron pipe, thence S 07°46'38" W 190.00' to an iron pipe, thence S 82°13'22" E 780.16' to an iron pipe, thence S 64°21'27" E 50.67' to an existing iron pipe at the southeasternmost terminus of Barrington Drive, thence with the curved eastern right-of-way of Barrington Drive a curve to the left an arc distance of 73.23' having a radius of 210.00' and a chord bearing N 07°31'53" E 72.86' to the point of tangency, thence N 02°27'32" W 32.48', thence S 81°27'23" E 190.86' to an iron pipe on the western right-of-way of NCSR 1127 (Frog Level Road), thence with the western right-of-way of NCSR 1127 (Frog Level Road), S 04°04'29" E 23.90', S 09°31'20" E 70.27', S 85°25'41" E 5.15', S 09°31'20" E 36.72' and S 11°36'54" E 85.07' to the point of beginning containing 22.071 acres and being all of the property described in Deed Book 1785, Page 185, Deed Book 1785, Page 195 and Deed Book 2170, Page 423 all of the Pitt County Register of Deeds.

Section 2. That the following described territory is rezoned from RA20 (Residential-Agricultural) to R9S (Residential-Single-family).

TO WIT: RT Development, Incorporated, Tract 2

LOCATION: Located at the northeastern corner of the intersection of Cady Drive and Abby Drive, Barrington Fields Subdivision, Lot 79.

DESCRIPTION: Beginning at an iron pipe on the northern right-of-way of Abby Drive, said iron pipe being the southwestern corner of Lot 91, Barrington Fields, Section 1 as recorded in Map Book 65, Page 134 of the Pitt County Register of Deeds. From the above described beginning, so located, running thence as follows:

With the northern right-of-way of Abby Drive, N 82°13'22" W 213.80' to the point of curvature where the northern right-of-way of Abby Drive intersects the curved eastern right-of-way of Cady Drive, thence with a curve to the right an arc distance of 29.69' having a radius of 25.00' and a chord bearing N 48°12'17" W 27.97', thence leaving the curved eastern right-of-way of Cady Drive N 56°50'38" E 168.78' to a point, thence S 33°09'22" E 167.09' to the point of beginning containing 0.364 acre and being a portion of the property recorded in Map Book 65, Page 134 of the Pitt County Register of Deeds.

Section 3. That the following described territory is rezoned from RA20 (Residential-Agricultural) to R9S (Residential-Single-family).

TO WIT: RT Development, Incorporated, Tract 3

LOCATION: Located at the southeastern corner of the intersection of Gibbs Drive and Barrington Drive, Barrington Fields Subdivision, Lot 1.

DESCRIPTION: Beginning at an iron pipe on the western right-of-way of NCSR 1127 (Frog Level Road), said iron pipe being the northeastern corner of Lot 2, Barrington Fields, Section 1 as recorded in Map Book 65, Page 134 of the Pitt County Register of Deeds. From the above described beginning, so located, running thence as follows:

Leaving the western right-of-way of NCSR 1127 (Frog Level Road) and with the northern line of referenced Lot 2, Barrington Fields, Section 1, N 81°27'23" W 189.81' to a point on the eastern right-of-way of Barrington Drive, thence with the eastern right-of-way of Barrington Drive, N 02°27'32" W 36.46' to the point of curvature, thence with a curve to the left an arc distance of 41.18' having a radius of 250.00' and a chord bearing N 07°10'39" W 41.13' to the point of reverse curvature where the western right-of-way of Barrington Drive intersects the southern right-of-way of Gibbs Drive, thence with the curved right-of-way of Gibbs Drive a curve to the right an arc distance of 48.19' having a radius of 25.00' and a chord bearing N 43°19'26" E 41.07' to the point of tangency, thence S 81°27'23" E 142.89' to the point of curvature where the southern right-of-way of Gibbs Drive intersects the western right-of-way of NCSR 1127 (Frog Level Road), thence with a curve to the right an arc distance of 44.16' having a radius of 30.00' and a chord bearing S 39°16'55" E 40.28' to the point of tangency, thence S 00°24'10" W 82.90' to the point of beginning containing 0.478 acre and being a portion of the property recorded in Map Book 65, Page 134 of the Pitt County Register of Deeds.

Section 4. That the following described territory is rezoned from RA20 (Residential-Agricultural) to R9S (Residential-Single-family).

TO WIT: RT Development, Incorporated, Tract 4

LOCATION: Located along the southern right-of-way of Barrington Drive and 120+/- feet east of Cady Drive, Barrington Fields Subdivision, Lot 85.

DESCRIPTION: Beginning at an iron pipe on the western right-of-way of Barrington Drive, said iron pipe being the northeastern corner of Lot 86, Barrington Fields, Section 1 as recorded in Map Book 65, Page 134 of the Pitt County Register of Deeds. From the above described beginning, so located, running thence as follows:

Leaving the western right-of-way of Barrington Drive S 56°50'38" W 164.99' to a point, thence N 33°09'22" W 130.00' to a point on the southern right-of-way of Barrington Drive, thence with the southern right-of-way of Barrington Drive N 78°17'18" E 80.59' to the point of curvature, thence with a curve to the right an arc distance of 139.94' having a radius of 150.00' and a chord bearing S 74°59'04" E 134.92' to the point of beginning containing 0.336 acre and being a portion of the property recorded in Map Book 65, Page 134 of the Pitt County Register of Deeds.

Section 5. That the following described territory is rezoned from RA20 (Residential-Agricultural) to R9S (Residential-Single-family).

TO WIT: RT Development, Incorporated, Tract 5

LOCATION: Located at the southeastern corner of the intersection of Barrington Drive and Barr Court, Barrington Fields Subdivision, Lot 37.

DESCRIPTION: Beginning at an iron pipe on the eastern right-of-way of Barrington Drive, said iron pipe being the northwestern corner of Lot 38, Barrington Fields, Section 1 as recorded in Map Book 65, Page 134 of the Pitt County Register of Deeds. From the above described beginning, so located, running thence as follows:

With the eastern right-of-way of Barrington Fields N 33°09'22" W 63.78' to the point of curvature where the eastern right-of-way of Barrington Drive intersects the curved southern right-of-way of Barr Court, thence with a curve to the right an arc distance of 45.40' having a radius of 25.00' and a chord bearing N 18°52'24" E 39.42' to the point of reverse curvature, thence with a curve to the left an arc distance of 54.66' having a radius of 50.00' and a chord bearing N 39°35'13" E 51.98', thence leaving the eastern right-of-way of Barrington Drive, S 81°43'44" E 133.76' to a point, thence S 07°49'28" W 74.69' to a point, thence S 74°16'19" W 138.37' to the point of beginning containing 0.377 acre and being a portion of the property recorded in Map Book 65, Page 134 of the Pitt County Register of Deeds.

Section 6. That the following described territory is rezoned from RA20 (Residential-Agricultural) to R9S (Residential-Single-family).

TO WIT: RT Development, Incorporated, Tract 6

LOCATION: Located at the northeastern corner of the intersection of Barrington Drive and Barr Court, Barrington Fields Subdivision, Lot 34.

DESCRIPTION: Beginning at an iron pipe on the northern right-of-way of Barrington Drive, said iron pipe being the southeastern corner of Lot 33, Barrington Fields, Section 1 as recorded in Map Book 65, Page 134 of the Pitt County Register of Deeds. From the above described beginning, so located, running thence as follows:

Leaving the northern right-of-way of Barrington Drive and with the eastern line of referenced Lot 33, Barrington Fields, Section 1, N 12°13'03" E 171.97', thence N 78°17'18" E 80.00', thence S 04°18'23" E 148.91' to a point on the curved northern right-of-way of Barr Court, thence with a curve to the left an arc distance of 61.12' having a radius of 50.00' and a chord bearing S 50°40'19" W 57.39' to the point of reverse curvature, thence with a curve to the right an arc distance of 43.93' having a radius of 25.00' and a chord bearing S 65°59'12" W 38.49' to the point of reverse curvature, thence with a curve to the left an arc distance of 49.24' having a radius of 200.00' and a chord bearing N 70°43'48" W 49.11' to the point of beginning containing 0.409 acre and being a portion of the property recorded in Map Book 65, Page 134 of the Pitt County Register of Deeds.

Section 7. That the Director of Community Development is directed to amend the zoning map of the City of Greenville in accordance with this ordinance.

Section 8. That all ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed.

Section 9. That this ordinance shall become effective upon its adoption.

ADOPTED this 8<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
Allen M. Thomas, Mayor

ATTEST:

\_\_\_\_\_  
Carol L. Barwick, City Clerk

Doc. # 1049790



**Excerpt from the DRAFT Planning & Zoning Commission Minutes (5/16/2017)**

ORDINANCE REQUESTED BY RT DEVELOPMENT, INCORPORATED TO REZONE 24.035 ACRES LOCATED WEST OF FROG LEVEL ROAD AND ADJACENT TO TABERNA SUBDIVISION FROM RA20 (RESIDENTIAL-AGRICULTURAL) TO R9S (RESIDENTIAL-SINGLE-FAMILY [MEDIUM DENSITY]) - APPROVED

Ms. Gooby delineated the property. The rezoning is located along Frog Level Road and adjacent to Taberna Subdivision. This rezoning is for a portion of the Barrington Fields Subdivision, which was approved in 2004. In 2005, there was a minor alternation to the plat where phase lines were added. Phase I is currently under construction. Construction of Phase II has not commenced. This is important because once an approval of subdivision is granted and construction begins, these plats are vested for a certain number of years. In this case, this rezoning includes portions of Phase I and all of Phase II. Phase I can continued to be built, but Phase II will have to be re-platted under current regulations. This rezoning contains scattered lots in Phase I that have not been developed but are situated adjacent to developed lots. The general area mainly consists of vacant and single-family development. Since there no change in density anticipated, a traffic report was not prepared. The property is currently zoned RA20, which has a minimum lot size of 10,000 square feet. The proposed zoning is R9S, which has a minimum of 9,000 square feet. There are two other differences, which are reduced setbacks for the public street and rear yard setbacks. Both of these setbacks in the R9S district are reduced by five feet as compared to the current RA20 district. The City's Future Land Use and Character Map recommends traditional neighborhood, medium-high density transitioning to residential, low-medium density. The requested R9S district is in compliance with the Horizons 2026: Greenville's Community Plan and the Future Land Use and Character Plan Map. There is contiguous R9S district. With this rezoning request, staff is concerned about potential "spot zoning". Spot zoning can be illegal if it is determined by the court that a rezoning is arbitrary. The burden is on the local government and the applicant to determine reasonableness. If there is a reasonable basis, then the rezoning is legal and valid. Reasonableness is determined based on several factors. The first consideration is the size and ownership of the tract(s). In this case, there are several scattered, small tracts all under one owner. The second consideration is compatibility with the land use plan map. In this case, the proposed zoning in compliance with the Horizons 2026: Greenville's Community Plan and the Future Land Use and Character Plan Map. The third consideration is to the degree of difference/similarity in the current and proposed zoning districts. There is a degree of difference in the setbacks. What this means is that a new house could be situated closer to the street or to the rear yard, which could affect the symmetry of the subdivision. The last consideration is the harm or benefit to the owner and/or neighbors with respect to the rezoning. Could this rezoning result in a change that is different to a degree to the anticipated use that was approved under the preliminary plat when property owners bought in the subdivision. The onus is on the applicant to give reasonableness for the rezoning basis. As stated previously, in staff's opinion, the request is in compliance with Horizons 2026: Greenville's Community Plan and the Future Land Use and Character Plan Map.

Chairman King opened the public hearing.

Mike Baldwin, representative of the applicant, spoke in favor of the request. Mr. Rocky Russell is the developer and owner of the property. Some of these lots are not the most desirable. This

rezoning will not change the restrictive covenants on the property. This rezoning is to use the reduced setbacks of the proposed zoning. The reduced setbacks would not be discernable to most passers-by. In 2004/2005, it would have made more sense to have rezoned to R9S. The scattered lots of this rezoning are corner lots. The adjoining subdivision is Taberna, which has R9S zoning. As to the four factors, these lots are small, the request is in compliance with the land use plan, and the difference between the current and proposed zoning is the reduced setbacks and minimum lot size. He does not think there will be any harm to the subdivision.

Mark Whichard, spoke in opposition of the request, who lives in Taberna Subdivision. He is concerned about the amount of traffic already on Frog Level Road.

Mr. Baldwin, spoke in rebuttal in favor, no increase in traffic is anticipated.

Mr. Overton asked Mr. Baldwin if the specific purpose of the rezoning was for reduced setbacks and if there was any anticipated increase in density.

Mr. Baldwin stated that because the lots are corners the reduced setback would be helpful. An increase in density is not anticipated.

Mr. Whichard, spoke in rebuttal in opposition, requested to deny the rezoning because of the traffic impacts.

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

Mr. Schrade is of the opinion that the rezoning would not harm the neighborhoods and would not increase traffic. He stated that no one from the neighborhood attended the meeting. The lots are weird shapes and difficult to build on. The lots are on corners and will not look different than any of the other lots.

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

## **EXISTING ZONING**

### **RA20 (Residential-Agricultural)**

#### ***Permitted Uses***

*(1) General:*

- a. Accessory use or building
- c. On-premise signs per Article N

*(2) Residential:*

- a. Single-family dwelling
- f. Residential cluster development per Article M
- k. Family care home (see also section 9-4-103)
- q. Room renting

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

*(4) Governmental:*

- b. City of Greenville municipal government building or use (see also section 9-4-103)

*(5) Agricultural/ Mining:*

- a. Farming; agriculture, horticulture, forestry (see also section 9-4-103)
- c. Wayside market for farm products produced on site
- e. Kennel (see also section 9-4-103)
- f. Stable; horse only (see also section 9-4-103)
- g. Stable; per definition (see also section 9-4-103)
- h. Animal boarding not otherwise listed; outside facility, as an accessory or principal use

*(6) Recreational/ Entertainment:*

- f. Public park or recreational facility
- g. Private noncommercial park or recreational facility

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

*(8) Services:*

- o. Church or place of worship (see also section 9-4-103)

*(9) Repair:\* None*

*(10) Retail Trade:\* None*

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

*(12) Construction:*

- c. Construction office; temporary, including modular office (see also section 9-4-103)

*(13) Transportation:\* None*

*(14) Manufacturing/ Warehousing: \* None*

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

**RA20 (Residential-Agricultural)**  
***Special Uses***

(1) *General*:\* None

(2) *Residential*:

- b. Two-family attached dwelling (duplex)
- g. Mobile Home
- n. Retirement center or home
- o. Nursing, convalescent center or maternity home; major care facility

(3) *Home Occupations (see all categories)*:

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

(4) *Governmental*:

- a. Public utility building or use

(5) *Agricultural/ Mining*:

- b. Greenhouse or plant nursery; including accessory sales

(6) *Recreational/ Entertainment*:

- a. Golf course; regulation
- c.(1). Tennis club; indoor and outdoor facilities

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

(8) *Services*:

- a. Child day care facilities
- b. Adult day care facilities
- d. Cemetery
- g. School; junior and senior high (see also section 9-4-103)
- h. School; elementary (see also section 9-4-103)
- i. School; kindergarten or nursery (see also section 9-4-103)

(9) *Repair*:\* None

(10) *Retail Trade*:\* None

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

(12) *Construction*:\* None

(13) *Transportation*:\* None

(14) *Manufacturing/ Warehousing*: \* None

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

## **PROPOSED ZONING**

### **R9S (Residential-Single-Family)**

#### ***Permitted Uses***

*(1) General:*

- a. Accessory use or building
- c. On-premise signs per Article N

*(2) Residential:*

- a. Single-family dwelling
- f. Residential cluster development per Article M
- k. Family care home (see also section 9-4-103)
- q. Room renting

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

*(4) Governmental:*

- b. City of Greenville municipal government building or use (see also section 9-4-103)

*(5) Agricultural/ Mining:*

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

*(6) Recreational/ Entertainment:*

- f. Public park or recreational facility
- g. Private noncommercial park or recreational facility

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

*(8) Services:*

- o. Church or place of worship (see also section 9-4-103)

*(9) Repair:\* None*

*(10) Retail Trade:\* None*

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

*(12) Construction:*

- c. Construction office; temporary, including modular office (see also section 9-4-103)

*(13) Transportation:\* None*

*(14) Manufacturing/ Warehousing: \* None*

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

### **R9S (Residential-Single-Family)**

#### ***Special Uses***

*(1) General:\* None*

(2) *Residential*:\* None

(3) *Home Occupations (see all categories)*:

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

(4) *Governmental*:

- a. Public utility building or use

(5) *Agricultural/ Mining*:\* None

(6) *Recreational/ Entertainment*:

- a. Golf course; regulation
- c.(1). Tennis club; indoor and outdoor facilities

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

(8) *Services*:

- d. Cemetery
- g. School; junior and senior high (see also section 9-4-103)
- h. School; elementary (see also section 9-4-103)
- i. School; kindergarten or nursery (see also section 9-4-103)

(9) *Repair*:\* None

(10) *Retail Trade*:\* None

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

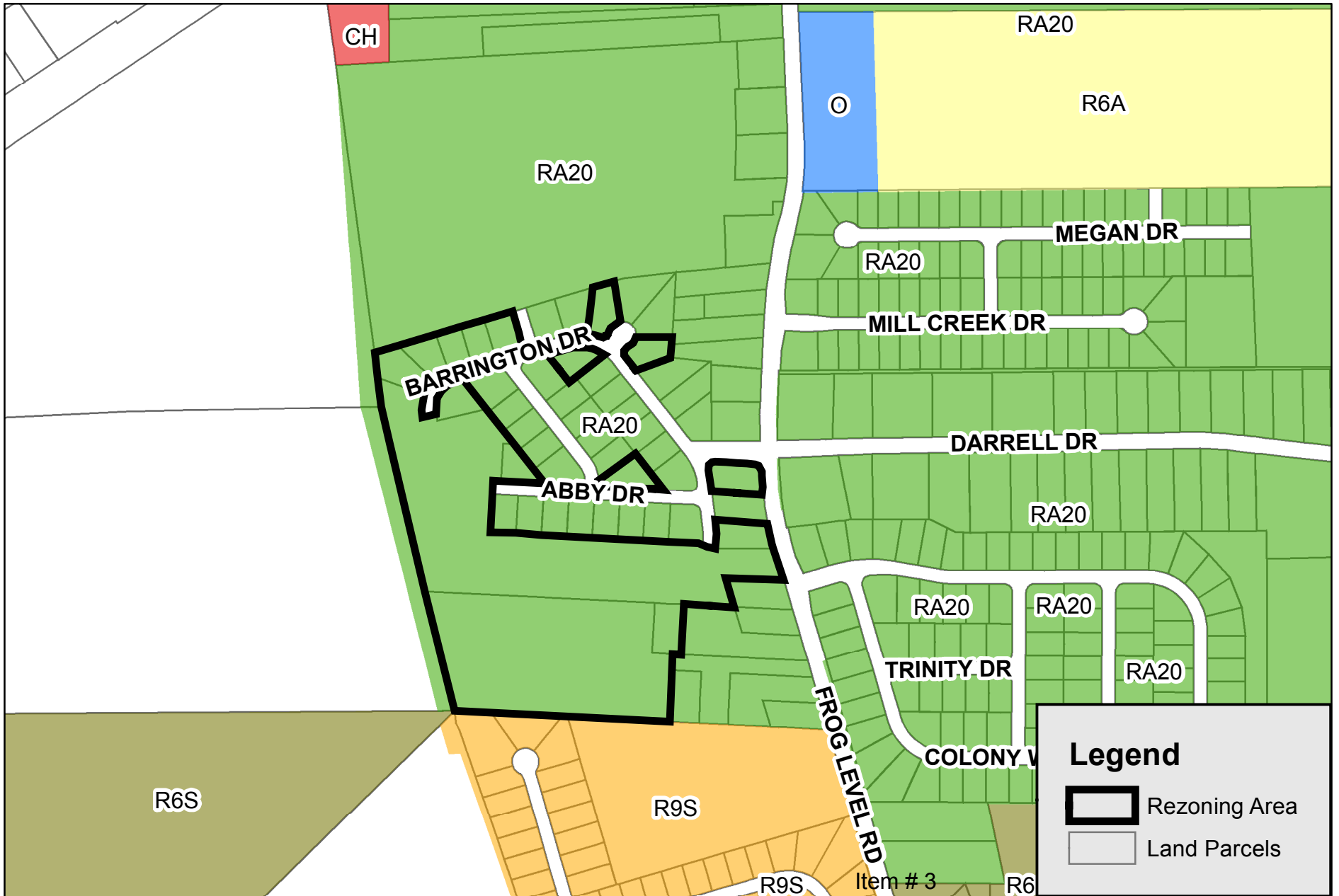
(12) *Construction*:\* None

(13) *Transportation*:\* None

(14) *Manufacturing/ Warehousing*: \* None

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



RT Development, Incorporated  
From: RA20 To: R9S  
Total: 24.035 acres  
April 4, 2017



RT Development, Incorporated  
From: RA20 To: R9S  
April 4, 2017

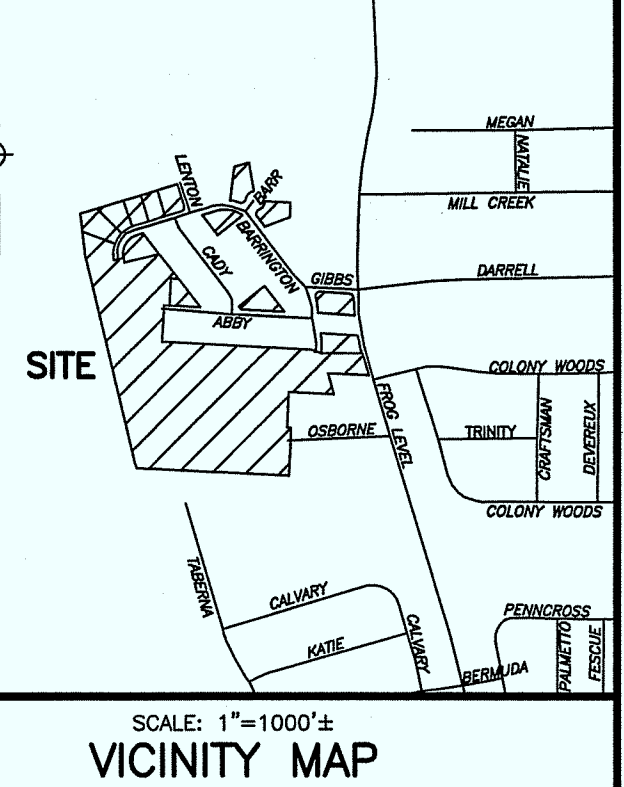


**Legend**

-  Rezoning Area
-  Land Parcels

Item # 3





**LEGEND**  
 R/W = RIGHT-OF-WAY  
 CL = CENTERLINE  
 EIP = EXISTING IRON PIPE  
 EIS = EXISTING IRON STAKE  
 EPKN = EXISTING PARKER KALON NAIL  
 SIP = SET IRON PIPE  
 B/B = BACK OF CURB  
 TO BACK OF CURB  
 ETJ = EXTRATERRITORIAL JURISDICTION

**LINE TABLE**

COURSE	BEARING	DISTANCE
L1	S 04°04'29" E	23.90'
L2	S 09°31'20" E	36.72'
L3	N 08°35'00" W	24.69'
L4	N 78°17'18" E	33.24'
L5	N 02°27'32" W	32.48'
L6	N 02°27'32" W	36.46'

**CURVE TABLE**

CURVE	BEARING	CHORD	RADIUS	LENGTH
C1	S 39°16'55" E	40.28'	30.00'	44.16'
C2	N 43°19'26" E	41.07'	25.00'	48.19'
C3	N 07°10'39" W	41.13'	250.00'	41.18'
C4	N 07°31'53" E	72.86'	210.00'	73.23'
C5	N 48°12'17" W	27.97'	25.00'	29.69'
C6	S 33°17'18" W	35.36'	25.00'	39.27'
C7	N 70°43'48" W	49.11'	200.00'	49.24'
C8	S 65°59'12" W	38.49'	25.00'	43.93'
C9	S 50°40'19" W	57.39'	50.00'	61.12'
C10	N 39°35'13" E	51.98'	50.00'	54.66'
C11	N 18°52'24" E	39.42'	25.00'	45.40'
C12	S 74°59'04" E	134.92'	150.00'	139.94'

△ REVISED: 3-29-17 (CITY OF GREENVILLE COMMENTS) (NRW)  
 REVISED TO SHOW MULTIPLE TRACTS  
 SHOWED ETJ

TOTAL AREA TO BE REZONED: 24.035 ACRES  
 △ CURRENT ZONING: RA-20  
 PROPOSED ZONING: R-9S

GRAPHIC SCALE: 1" = 100'  
 SHEET 1 OF 1  
 REZONING MAP

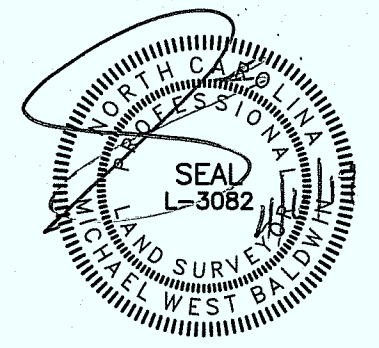
**RT DEVELOPMENT, INC.**

REFERENCE: MAP BOOK 65, PAGE 134 AND MAP BOOK 61, PAGE 191 OF THE PITT COUNTY REGISTER OF DEEDS  
 GREENVILLE, ARTHUR TOWNSHIP, PITT COUNTY, N.C.

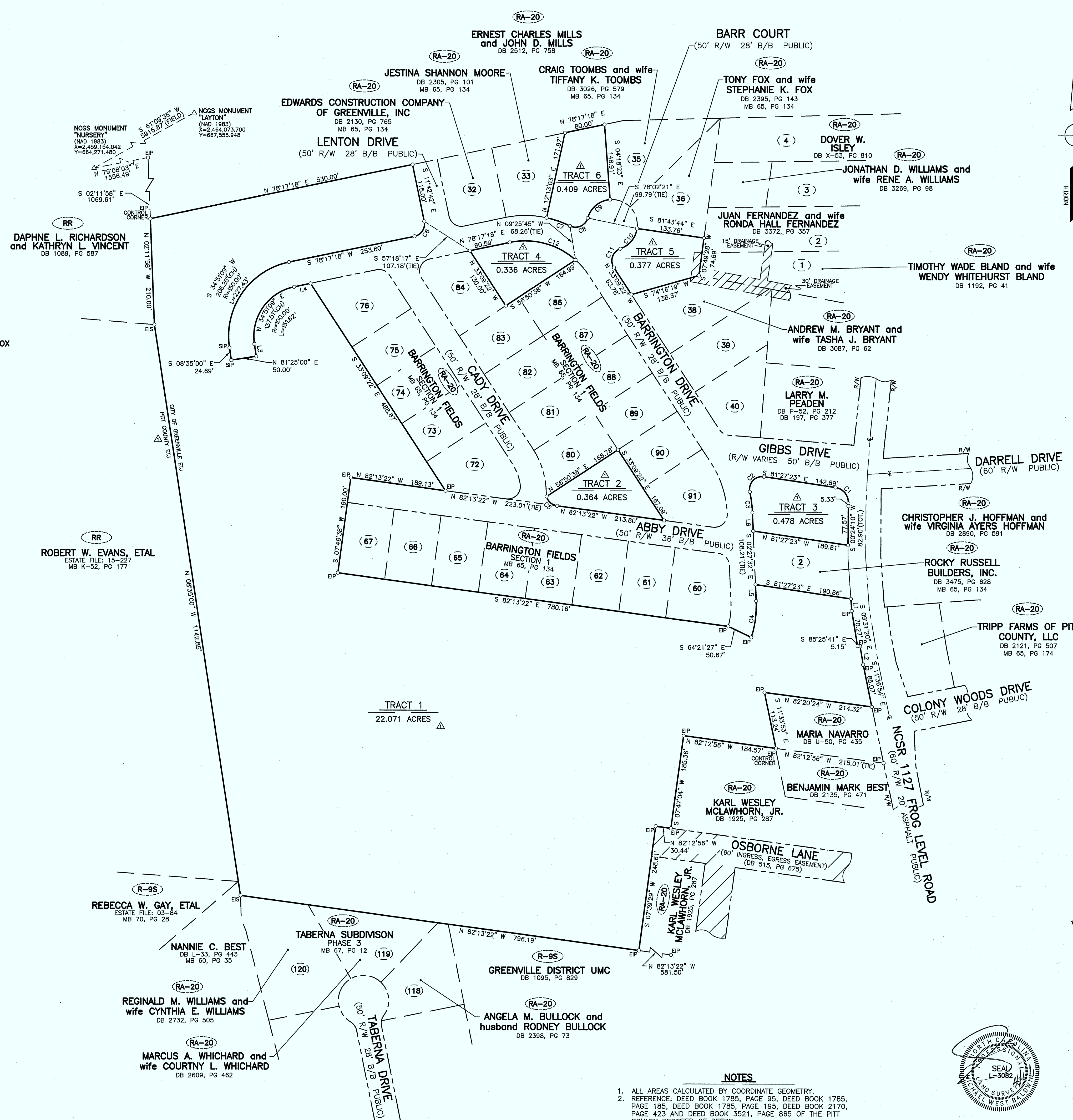
OWNER: RT DEVELOPMENT, INC.  
 ADDRESS: 106 REGENCY BOULEVARD  
 GREENVILLE, NC 27834  
 PHONE: (252) 355-7812

<b>Baldwin Design Consultants, PA</b> ENGINEERING - SURVEYING - PLANNING 1700-D EAST ARLINGTON BOULEVARD GREENVILLE, NC 27858 252.756.1390	SURVEYED: N/A DRAWN: NRW CHECKED: MWB	APPROVED: MWB DATE: 03/02/17 SCALE: 1" = 100'
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CLOSURE CHECK BOUNDARY  
 CHECKED: NRW DATE: 03/02/17



- NOTES**
- ALL AREAS CALCULATED BY COORDINATE GEOMETRY.
  - REFERENCE: DEED BOOK 1785, PAGE 95, DEED BOOK 1785, PAGE 185, DEED BOOK 1785, PAGE 195, DEED BOOK 2170, PAGE 423 AND DEED BOOK 3521, PAGE 865 OF THE PITT COUNTY REGISTER OF DEEDS.



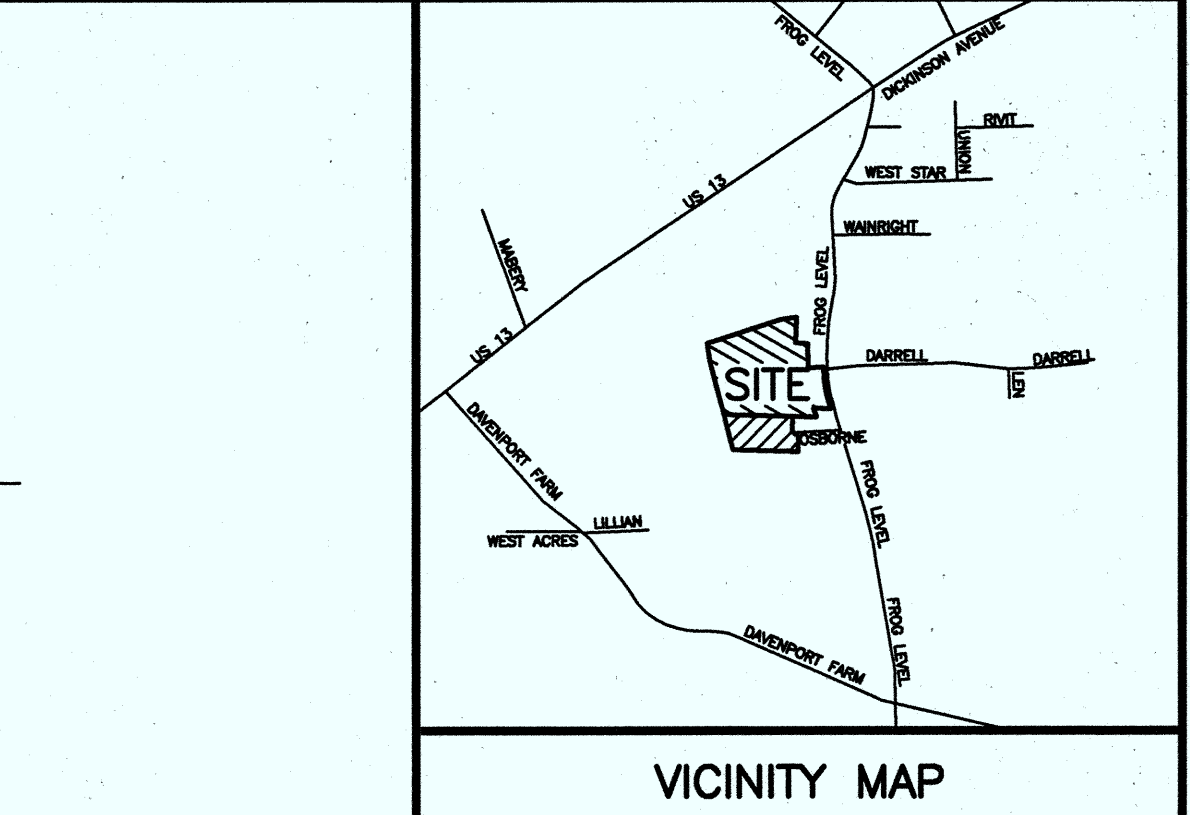
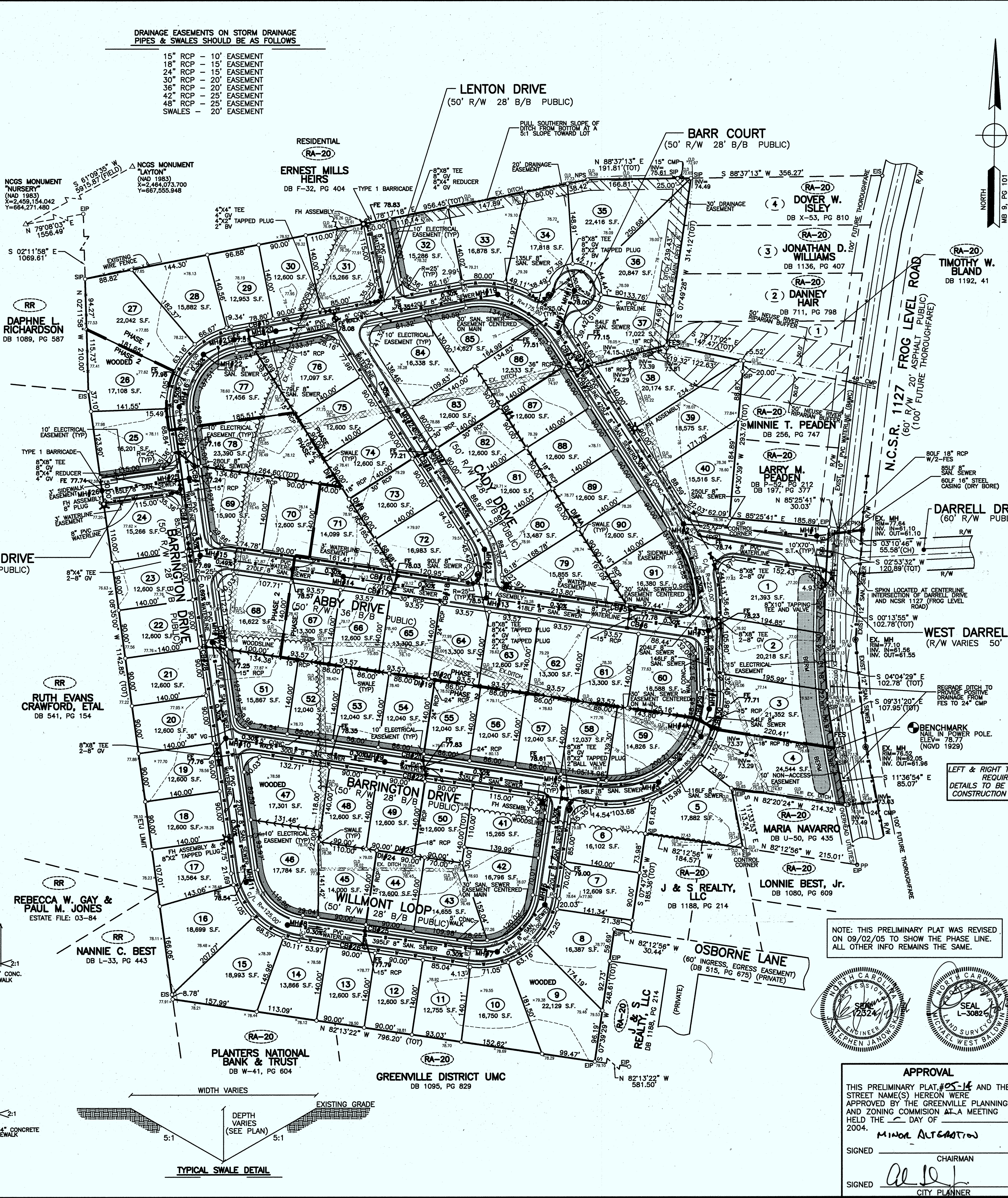
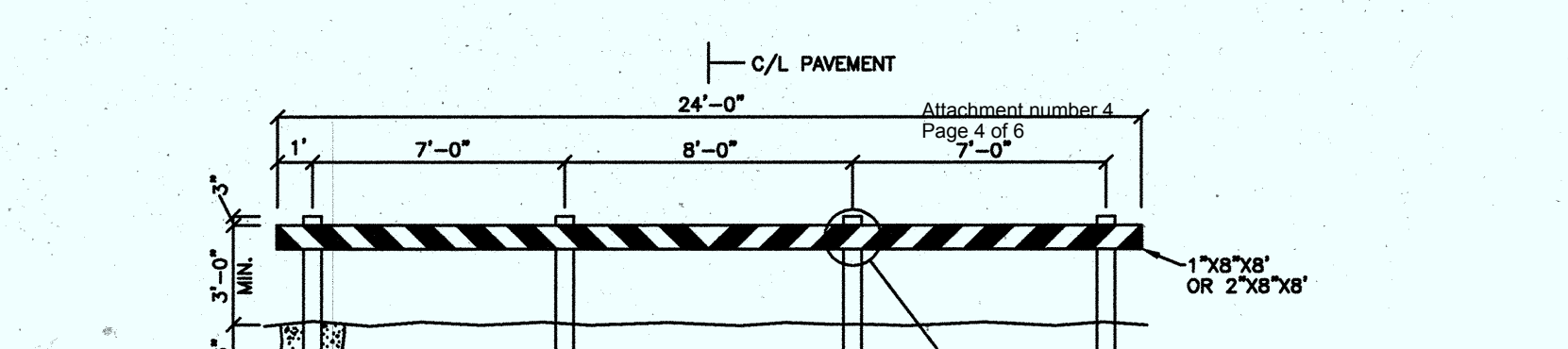
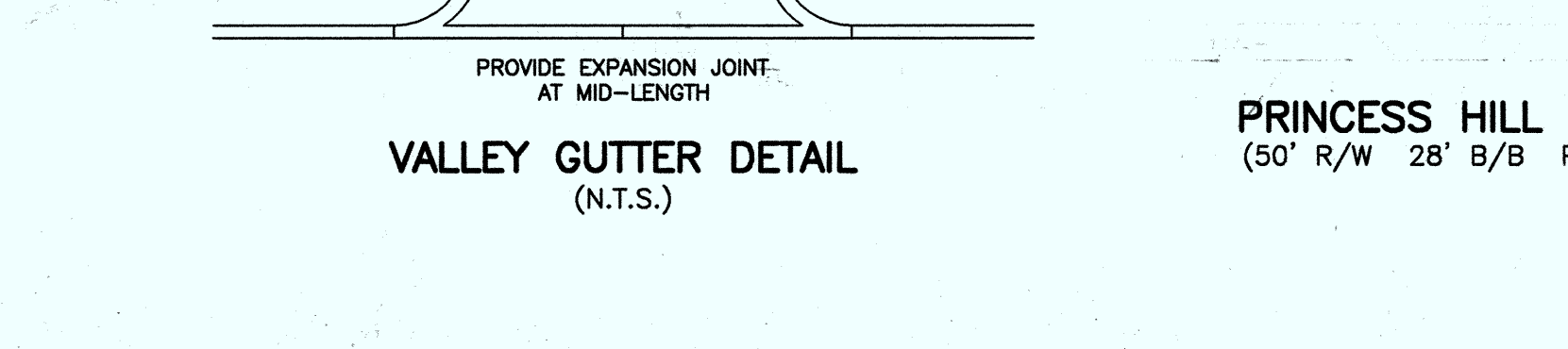
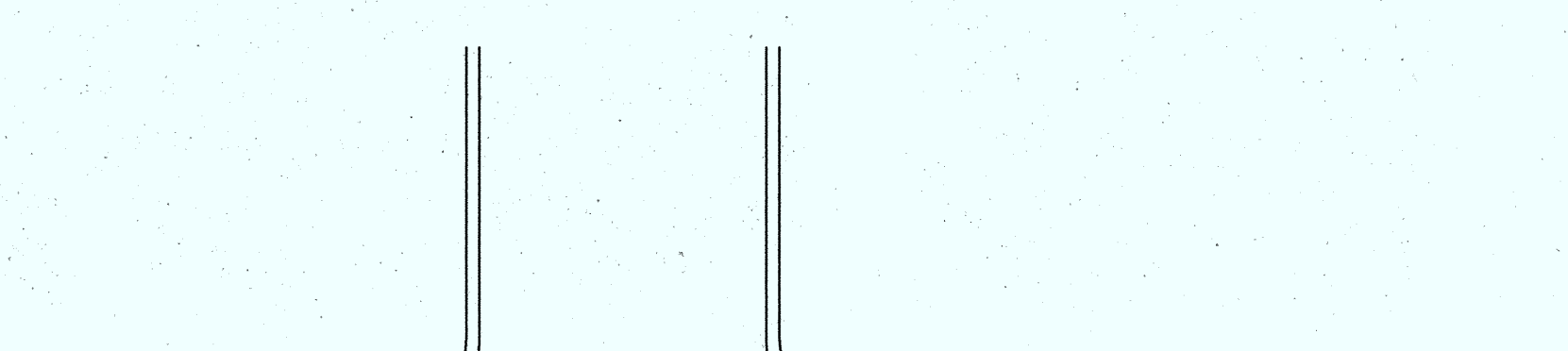
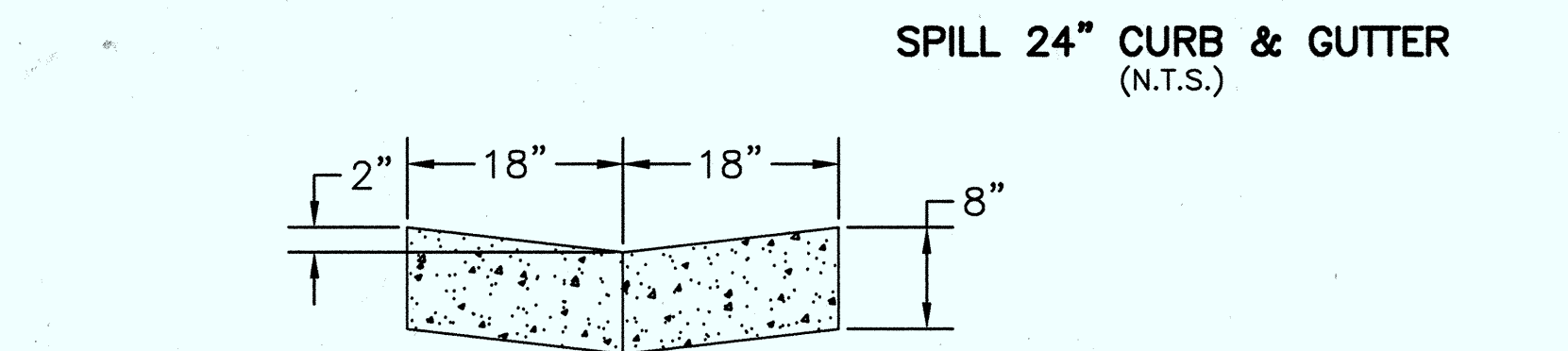
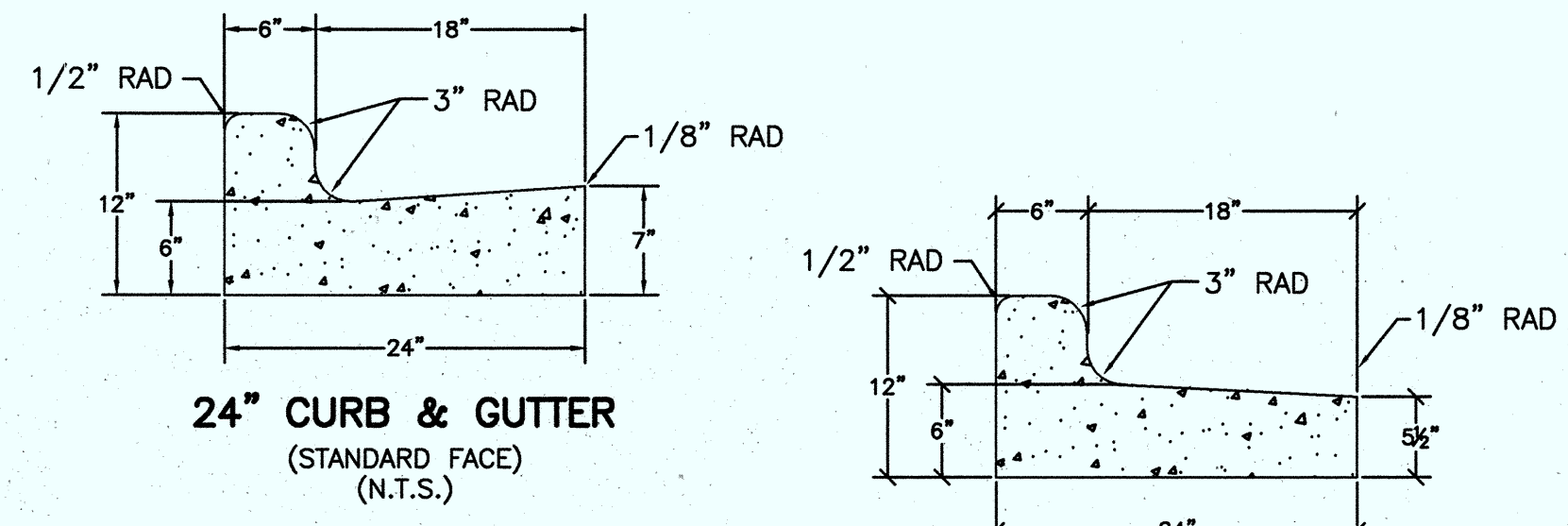
**PROPERTY OWNERS ADDRESSES WITHIN 100 FEET OF PROPERTY**

- |   |   |
|---|---|
| MARIA NAVARRO<br>3542 FROG LEVEL ROAD<br>GREENVILLE, NC 27834                                     | CHRISTOPHER J. HOFFMAN and wife VIRGINIA AYERS HOFFMAN<br>3513 FROG LEVEL ROAD<br>GREENVILLE, NC 27834                |
| BENJAMIN MARK BEST<br>3552 FROG LEVEL ROAD<br>GREENVILLE, NC 27834                                | TRIPP FARMS OF PITT COUNTY, LLC<br>7706 SIX FORKS ROAD SUITE 202<br>RALEIGH, NC 27615                                 |
| KARL WESLEY MCLAWHORN, JR.<br>5111 OLD TAR ROAD<br>WINTERVILLE, NC 28590                          | CARL M. PERUSICH and wife BARBARA A. PERUSICH<br>1101 ABBY DRIVE<br>GREENVILLE, NC 27834                              |
| RT DEVELOPMENT, INC.<br>106 REGENCY BOULEVARD<br>GREENVILLE, NC 27834                             | TARRICK COX and wife NICOLE COX<br>1105 ABBY DRIVE<br>GREENVILLE, NC 27834  |
| GREENVILLE DISTRICT UMC<br>700 WATERFIELD RIDGE PLACE<br>GARNER, NC 27529                         | MICHAEL R. GODA and wife TAMARA S. GODA<br>1109 ABBY DRIVE<br>GREENVILLE, NC 27834                                    |
| ANGELA M. BULLOCK and husband RODNEY BULLOCK<br>3004 TABERNA DRIVE<br>GREENVILLE, NC 27834        | YI YONG YANG and wife JU XIANG HUANG and JING YANG<br>1113 ABBY DRIVE<br>GREENVILLE, NC 27834                         |
| MARCUS A. WHICHARD and wife COURTNY L. WHICHARD<br>3000 TABERNA DRIVE<br>GREENVILLE, NC 27834     | KAREN E. JOYCE<br>1201 ABBY DRIVE<br>GREENVILLE, NC 27834   |
| REGINALD M. WILLIAMS and wife CYNTHIA E. WILLIAMS<br>3001 TABERNA DRIVE<br>GREENVILLE, NC 27834   | JOSEPH W. MAGANGA and wife JILLIAN MAGANGA<br>1205 ABBY DRIVE<br>GREENVILLE, NC 27834                                 |
| NANNIE C. BEST<br>3871 DICKINSON AVENUE EXT.<br>GREENVILLE, NC 27834                              | ROCKY RUSSELL BUILDERS, INC.<br>106 REGENCY BOULEVARD<br>GREENVILLE, NC 27834   |
| REBECCA W. GAY, ETAL<br>1214 KINGSWOOD ROAD<br>WILSON, NC 27896                                   | ROCKY RUSSELL BUILDERS, INC.<br>106 REGENCY BOULEVARD<br>GREENVILLE, NC 27834   |
| ROBERT W. EVANS, ETAL<br>201 HILLTOP LANE<br>WASHINGTON, NC 27889                                 | WAYLAND MOORE and wife CHANDRA MOORE<br>4217 CADY DRIVE<br>GREENVILLE, NC 27834                                       |
| DAPHNE L. RICHARDSON and KATHRYN L. VINCENT<br>232 WINDSOR ROAD<br>GREENVILLE, NC 27858           | JAMES B. TILLEY, III and wife COURTNEY B. TILLY<br>4213 CADY DRIVE Attachment number 4<br>GREENVILLE, NC 27806 3 of 6 |
| ERNEST CHARLES MILLS and JOHN D. MILLS<br>914 SPRUCE PINE TRAIL<br>DURHAM, NC 27705               | JAMES MERKEL and wife ELZBIETA MERKEL<br>4209 CADY DRIVE<br>GREENVILLE, NC 27834                                      |
| EDWARDS CONSTRUCTION COMPANY OF GREENVILLE, INC<br>707 KENSINGTON DRIVE<br>GREENVILLE, NC 27858   | HUABIN LUO and wife SHAOLAN CHEN<br>4205 CADY DRIVE<br>GREENVILLE, NC 27834   |
| JESTINA SHANNON MOORE<br>4109 BARRINGTON DRIVE<br>GREENVILLE, NC 27834                            | JOHN D. WILLSON and wife KATE F. WILLSON<br>4217 CADY DRIVE<br>GREENVILLE, NC 27834                                   |
| CRAIG TOOMBS and wife TIFFANY K. TOOMBS<br>1000 BARR COURT<br>GREENVILLE, NC 27834                | MILTON FIELDS and wife CYNTHIA D. FIELDS<br>4100 BARRINGTON DRIVE<br>GREENVILLE, NC 27834                             |
| TONY FOX and wife STEPHANIE K. FOX<br>1001 BARR COURT<br>GREENVILLE, NC 27834                     | FREDRICO B. ANTHONY and wife TAMEKA S. ANTHONY<br>4208 CADY DRIVE<br>GREENVILLE, NC 27858                             |
| DOVER W. ISLEY<br>3450 FROG LEVEL ROAD<br>GREENVILLE, NC 27834                                    | MATTHEW JOSEPH LEE and wife SUSAN TAYLOR LEE<br>4220 CADY DRIVE<br>GREENVILLE, NC 27858                               |
| JONATHAN D. WILLIAMS and wife RENE A. WILLIAMS<br>3460 FROG LEVEL ROAD<br>GREENVILLE, NC 27834    | JEFFREY FAIRCLOTH<br>3500 BARRINGTON DRIVE<br>GREENVILLE, NC 27834  |
| JUAN FERNANDEZ and wife RONDA HALL FERNANDEZ<br>3464 FROG LEVEL ROAD<br>GREENVILLE, NC 27834      | HECTOR M. MOLINA and wife CRYSTAL V. MOLINA<br>4216 BARRINGTON DRIVE<br>GREENVILLE, NC 27834                          |
| TIMOTHY WADE BLAND and wife WENDY WHITEHURST BLAND<br>109 BERSHIRE DRIVE<br>WINTERVILLE, NC 28590 | CHADWICK MICHAEL TINNEY and wife KAREN MICHELLE TINNEY<br>4212 BARRINGTON DRIVE<br>GREENVILLE, NC 27834               |
| ANDREW M. BRYANT and wife TASHA J. BRYANT<br>4109 BARRINGTON DRIVE<br>GREENVILLE, NC 27834        | HARVEY M. BYRNES and wife DENISE E. BYRNES<br>4200 BARRINGTON DRIVE<br>GREENVILLE, NC 27834                           |
| LARRY M. PEADEN<br>3490 FROG LEVEL ROAD<br>GREENVILLE, NC 27834                                   |   |

Y:\DRAWINGS\Barrington Fields\REZONING MAP.dwg Wed, Mar 29, 2017 - 5:46pm RWELLS

SITE DATA	
TOTAL AREA IN TRACT	39.257 ACRES
NUMBER OF LOTS CREATED (TOTAL)	91
AREA IN COMMON AREA	0.45
AREA IN PARKS, RECREATION AREA AND THE LIKE	0
ZONING CLASSIFICATION	RA-20
LINEAR FEET IN STREETS	6,296 S.F.

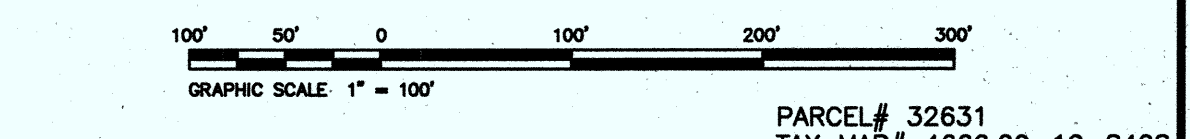
DRAINAGE EASEMENTS ON STORM DRAINAGE PIPES & SWALES SHOULD BE AS FOLLOWS	
15" RCP	10' EASEMENT
18" RCP	15' EASEMENT
24" RCP	15' EASEMENT
30" RCP	20' EASEMENT
36" RCP	20' EASEMENT
42" RCP	25' EASEMENT
48" RCP	25' EASEMENT
SWALES	20' EASEMENT



- ### GENERAL NOTES
1. WATER SUPPLIED BY BELL ARTHUR WATER CORP.
  2. SEWAGE DISPOSAL TO BE PROVIDED BY GREENVILLE UTILITIES COMMISSION.
  3. ALL UTILITIES ARE TO BE UNDERGROUND.
  4. EROSION CONTROL PLAN WILL BE REQUIRED.
  5. CONSTRUCTION PLAN APPROVAL FROM GREENVILLE UTILITIES COMMISSION AND THE CITY OF GREENVILLE SHALL BE OBTAINED PRIOR TO CONSTRUCTION OF ANY STREET, WATER AND/OR SANITARY SEWER AND STORM DRAINAGE SYSTEM.
  6. ALL LOTS SHOWN ON THIS PLAT SHALL EQUAL OR EXCEED THE MINIMUM DEVELOPMENT STANDARDS OF THE CITY OF GREENVILLE, NORTH CAROLINA ZONING ORDINANCE.
  7. ALL REQUIRED IMPROVEMENTS SHALL CONFORM TO THE CITY OF GREENVILLE MANUAL OF STANDARD DESIGN AND DETAILS AND TO THE MANUAL FOR THE DESIGN AND CONSTRUCTION OF WATER AND WASTE-WATER SYSTEM EXTENSIONS FOR GREENVILLE UTILITIES COMMISSION, EXCEPT AS OTHERWISE NOTED.
  8. HYDRAULIC ANALYSIS REQUIRED.
  9. THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARDOUS AREA AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. REF: FIRM 3720456600, DATED JANUARY 2, 2004.
  10. ANNOXATION IS REQUIRED PRIOR TO FINAL PLATTING.
  11. SEWER MAIN AND OUTFALL ACRES FEES ARE DUE.
  12. PIPE SIZES ARE PRELIMINARY. FINAL PIPE SIZES AND SUPPORTING CALCULATIONS WILL BE PROVIDED WITH CONSTRUCTION PLANS. ANY OPEN DITCHES WHICH REQUIRE LESS THAN A 48" PIPE SHALL BE PIPED.
  13. ALL ELEVATIONS SHOWN ARE BASED ON NATIONAL GEODETIC VERTICAL DATUM, (1929).
  14. NCDOT DRIVEWAY PERMIT IS REQUIRED.
  15. NCDOT ENCROACHMENT AGREEMENT IS REQUIRED.
  16. 25'X25' SIGHT TRIANGLE IS REQUIRED AT ALL STREET INTERSECTIONS UNLESS OTHERWISE NOTED.
  17. DEPRESS CURB FOR HC RAMP AT ALL STREET INTERSECTIONS THAT HAVE SIDEWALKS.
  18. GUC/GUC UTILITY EASEMENT IS 10' IN WIDTH AND CENTERED OVER GAS LINES AS INSTALLED.
  19. LANDSCAPED MEDIANS TO BE MAINTAINED BY A HOMEOWNERS ASSOCIATION.
  20. LANE WIDENING REQUIREMENTS TO BE DETERMINED BY NCDOT.
  21. ALL LOTS SHALL BE ACCESSED INTERNALLY, LOTS 1 THRU 4 SHALL NOT HAVE DRIVEWAY ACCESS TO NCSR 1127.

### LEGEND

R/W	= RIGHT-OF-WAY
MBL	= MINIMUM BUILDING LINE
B/B	= BACK OF CURB TO BACK OF CURB
EIP	= EXISTING IRON PIPE
SIP	= SET IRON PIPE
ERRS	= EXISTING RAILROAD SPIKE
EPKN	= EXISTING PARKER KALON NAIL
NPS	= NO POINT SET
R	= RADIUS
SF	= SQUARE FEET
PC	= POINT OF CURVATURE
PT	= POINT OF TANGENCY
PP	= POWER POLE
MH	= MANHOLE
INV	= INVERT
ELEV	= ELEVATION
C/L	= CENTERLINE
C/L R	= CENTERLINE OF RADIUS
CLD	= CENTERLINE OF DITCH
EP	= EDGE OF PAVEMENT
BC	= BACK OF CURB
FH	= FIRE HYDRANT
WV	= WATER VALVE
CMP	= CORRUGATED METAL PIPE
RC	= REINFORCED CONCRETE PIPE
PVC	= POLYVINYL CHLORIDE
BV	= BALL VALVE
GV	= GATE VALVE
VG	= VALLEY GUTTER



NOTE: THIS PRELIMINARY PLAT WAS REVISED ON 09/02/05 TO SHOW THE PHASE LINE. ALL OTHER INFO REMAINS THE SAME.

SHEET 1 OF 1  
**PRELIMINARY PLAT**  
 MINOR ALTERATION  
**BARRINGTON FIELDS**  
 NCSR 1127, FROG LEVEL ROAD  
 REFERENCE: DEED BOOK D-24, PAGE 680 (TRACT 1), DEED BOOK P-43, PAGE 94 (TRACT 2) & DEED BOOK I-45, PAGE 539 (TRACT 3) OF THE PITT COUNTY REGISTRY  
 ARTHUR TOWNSHIP, PITT COUNTY, NORTH CAROLINA

OWNER: JOSEPHINE TRIPP HEIRS  
 C/O LOUIS BLOODWORTH  
 ADDRESS: 3513 FROG LEVEL ROAD  
 GREENVILLE, NC 27834  
 PHONE: (252) 756-0330

OWNER/DEVELOPER: RT DEVELOPMENT INC.  
 ADDRESS: 3902 BACH CIRCLE  
 GREENVILLE, NC 27858  
 PHONE: (252) 355-7812

	DESIGNED: MJB	APPROVED: JSJ
	DRAWN: CLW/JWB/DWL	DATE: 09/02/05
	CHECKED: MJB	SCALE: 1" = 100'

04/30/07

## BUFFERYARD SETBACK AND VEGETATION SCREENING CHART

For Illustrative Purposes Only

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

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

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

Street trees may count toward the minimum acreage.

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

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

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

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

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

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

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

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

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

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

<b>RESIDENTIAL DENSITY CHART</b>			
<b>Density Level</b>	<b>Future Land Use and Character Type</b>	<b>Applicable Zoning District(s)</b>	<b>Units per Acre***</b>
High	Uptown Edge (UE)	CDF	17 units per acre
	Mixed Use, High Intensity (MUHI)	OR	17 units per acre
		R6	17 units per acre
	Residential, High Density (HDR)	R6	17 units per acre
		R6MH	17 units per acre
Medical-Transition (MT)	MR	17 units per acre	
High to Medium	Mixed Use (MU)	OR	17 units per acre
		R6	17 units per acre
		R6A	9 units per acre
	Uptown Neighborhood (UN)	R6S	7 units per acre
	Traditional Neighborhood, Medium-High Density (TNMH)	R6	17 units per acre
		R6A	9 units per acre
		R6S	7 units per acre
Medium to Low	Traditional Neighborhood, Low-Medium Density (TNLM)	R9	6 units per acre
		R9S	5 units per acre
		R15S	3 units per acre
	Residential, Low-Medium Density (LMHR)	R9S	5 units per acre
		R15S	3 units per acre
		RA20	4 units per acre
		MRS	4 units per acre

\*\*\* Maximim allowable density in the respective zoning district.



# City of Greenville, North Carolina

Meeting Date: 6/8/2017  
Time: 6:00 PM

**Title of Item:** Second public hearing for the 2017-18 Annual Action Plan for CDBG and HOME funds

**Explanation:** **Abstract:** This action involves adoption of the Annual Action Plan for activities proposed for the Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) formula grant program activities for the 2017-18 Annual Action Plan following a public hearing.

**Explanation:** As a requirement of receiving CDBG and HOME funds, the City of Greenville conducts two public hearings in the development of the Annual Action Plan. The first public hearing was held by City Council on January 12, 2017, and direction was given by City Council at that time. The Plan was developed following this initial public hearing.

The City of Greenville is an entitlement community and receives an annual formula allocation of CDBG and HOME grant funds from the US Department of Housing & Urban Development (HUD). As of this date, the City has not been notified of the allocation amounts for CDBG and HOME funds. This is expected in the coming weeks as budget issues are decided by Congress.

The 2017-18 Annual Action Plan has been developed in accordance with the findings of the adopted 2013-18 Consolidated Plan. Following the January public hearing, Housing Division staff and the City's Affordable Housing Loan Committee (AHLC) developed the Annual Action Plan. Area non-profit organizations presented applications requesting public service funding to the AHLC on February 8, 2017, and the Committee made a final determination on funding those applications at their March 8, 2017 meeting. The draft Annual Action Plan was presented to the AHLC at a special meeting held on May 24, 2017, with Housing Division staff seeking additional input and a recommendation for approval of the Plan to City Council.

Based upon all input received, the following activities are recommended for the 2017-18 program year for the CDBG and HOME grant program activities:

<b>Proposed 2017-18 CDBG/HOME Funding Chart</b>		
<b>Activity</b>	<b>HOME</b>	<b>CDBG</b>
Administration	32,700	151,000
Rehabilitation/Urgent Repair/Housing	0	352,496
Public Facilities	0	155,000
Public Services	0	100,000
Clearance/Demolitions	0	37,800
CHDO Reserve	50,000	0
Down Payment Assistance	40,000	0
New Construction/Housing	204,347	0
<b>Totals</b>	<b>\$327,047</b>	<b>\$796,296</b>

<b>Non-Profit Public Service CDBG</b>	
<b>Funding Recommendations</b>	
<b>Activity</b>	<b>Amount</b>
Lucille Gorham Intergenerational Center	15,039
Boys & Girls Clubs	16,000
Literacy Volunteers	13,000
Center for Family Violence Prevention	20,000
Pitt County Council on Aging	11,000
Community Crossroads Center	8,961
L.I. F. E. of NC, Inc.	16,000
<b>Total</b>	<b>\$100,000</b>

**Fiscal Note:** HUD program resources of \$1,123,343 in CDBG and HOME grant funds are estimates.

**Recommendation:** Following the public hearing, Housing Division staff recommends that Council adopt the 2017-18 Annual Action Plan and grant authority for the City Manager and/or her designee to execute all documents for the Plan's submission to the US Department of Housing & Urban Development, upon receipt of the final allocation amount.

---

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**Greenville**  
NORTH CAROLINA

*Find yourself in good company*

## **2017 – 2018 DRAFT #4 Annual Action Plan**

**Public comment period May 8 – June 8, 2017**

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



## Table of Contents

<b>I. EXECUTIVE SUMMARY</b> .....	4
<b>A. Purpose</b> .....	4
<b>B. Background</b> .....	4
<b>C. Geographic Area</b> .....	5
<b>D. Geographic Allocation of Investment</b> .....	5
<b>E. Strategies to Meeting the Underserved Needs</b> .....	6
<b>II. SOURCES OF FUNDS</b> .....	12
<b>A. CDBG Program</b> .....	12
<b>B. HOME Investment Partnerships Program</b> .....	13
<b>C. Affordable Housing Bond Program</b> .....	13
<b>D. Funding Summary Chart</b> .....	14
<b>III. CITIZEN PARTICIPATION PLAN</b> .....	16
<b>IV. CURRENT YEAR ACTION PLAN</b> .....	18
<b>A. Introduction</b> .....	18
<b>B. Performance Measurement</b> .....	19
<b>C. 2017-2018 Action Plan Projects:</b> .....	20
<b>D. CDBG/HOME Funding Chart</b> .....	24
<b>V. OTHER ACTIONS</b> .....	27
<b>A. Affirmatively Furthering Fair Housing</b> .....	27
<b>B. Analysis of Impediments to Fair Housing Choice</b> .....	27
<b>C. Affirmative Marketing Policy</b> .....	31
<b>D. Minority/Women Business Outreach</b> .....	32
<b>E. Evaluation and Reduction of Lead-Based Paint Hazards</b> .....	32
<b>F. Anti-Poverty Strategy</b> .....	33

<b>G. Developing Institutional Structures</b> .....	33
<b>H. Public Housing</b> .....	34
<b>I. Recapture Provisions</b> .....	34
<b>J. Section 3 Requirements</b> .....	35
<b>VI. MONITORING PLAN</b> .....	38
<b>VII. STRATEGIES TO ELIMINATE HOMELESSNESS</b> .....	41
<b>A. Continuum of Care</b> .....	41
<b>B. Ten-Year Plan to End Homelessness</b> .....	41
<b>VIII. APPENDICES</b>	

Draft 4

## **I. EXECUTIVE SUMMARY**

### **A. Purpose**

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

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

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

### **B. Background**

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

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

### C. **Geographic Area**

Greenville, North Carolina is situated in the eastern portion of the state. Greenville, North Carolina is the county seat of Pitt County. Not only is Pitt County one of the largest counties in North Carolina, but Pitt County has 646 square miles of agricultural land. The county has an estimated population of 175,354, with the City of Greenville having an estimated population of 89,852 according to the American Community Survey census data. This makes Greenville the tenth largest city in the State of North Carolina. Greenville covers 36 square miles within Pitt County, and its extra-territorial jurisdiction extends one (1) mile or more in areas outside the city limits.

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

### D. **Geographic Allocation of Investment**

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

The West Greenville 45-Block Revitalization Area lies within the overall Redevelopment Area. The “45-Block” is a very specific strategy that has been implemented since 2003. This area can be defined as bounded to the north by Fifth Street, to the west by Bancroft Avenue, to the east by Albemarle Avenue, and to the south by Fleming Street. These areas have been community development target areas for the City of Greenville for more than eleven (11) years. Another location mentioned above is the area north of the Tar River. Since the flood of 1999, there has been a significant lack of investment within this zone of the city.

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

## **E. Strategies to Meeting the Underserved Needs**

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

### **1. Housing Strategies**

#### **a. Down Payment Assistance**

The City of Greenville continually seeks methods for fostering and maintaining affordable housing. There are funds set aside for the 2017-2018 Program Year to be used for down payment assistance for low-moderate income homebuyers within the City of Greenville. These funds will be used to address goals for increasing homeownership throughout the city. Funding from previous years has also been made available to homebuyers as down payment assistance.

Down payment assistance decreases the amount of financing and/or funding a homebuyer needs in order to purchase a home. To date, we have assisted fifty-three (53) families with funding from the North Carolina Housing Finance Agency totaling \$825,555 and sixty-seven (67) families under the HOME Program totaling \$800,699. The City also provides assistance with local bond funds to aide with down payment or closing costs. Bond funds are awarded to qualifying applicants as a no-interest loan up to 10 percent (10%) of the purchase price of the home and amortized over ten (10) years. Thirty-three (33) families have received assistance totaling \$76,659.

#### **b. Development of Affordable Housing**

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

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

#### **c. Owner-Occupied Home Rehabilitation**

The City offers grants/loans that assist and encourage preservation of its older housing stock. Home rehabilitation supports homeowners who strive to bring their

properties up to today's building standards, and ensures the health, safety, and general welfare of the community. The grant/loans are based on income limits that are provided by the U.S. Department of Housing and Urban Development (**Appendix C**). A percentage of the total cost of the work applied can either be forgiven or decreased based upon an applicant's gross income and family size.

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

**d. Partnerships**

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

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

Staff partnered with the Metropolitan Housing and Community Development Corporation to construct a new single-family home within the target area. The home is near completion and is currently on the market for sale for a low to moderate income homebuyer.

There are eleven (11) single family lots available for construction of affordable housing located within the targeted area. The lots will be made available to non-profits for affordable housing development.

**2. Community Development Strategies**

**a. Revitalization**

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

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

**b. Multi-family Development**

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

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

In 2014, the City of Greenville also provided HOME Investment Partnership funds to multi-family developers as gap funding. There was only one (1) interested developer in the 2014-2015 fiscal year. The developer proposed a low-income senior housing development which is located within the Medical District; therefore, the site is within close proximity to shopping, medical care, public transportation and other services.

The aforementioned development is named Parkside Commons. This project was granted \$150,000 of HOME funds from the City, and they were also a recipient of

the 2014 Low Income Housing Tax Credits provided by NCHFA. Construction began in the spring of 2015 and opened in June of 2016. The project has ninety-eight (98) affordable senior units.

### **c. Infrastructure Improvements**

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

Lincoln Park is an older neighborhood within the urban core. This portion of the city is very old and many infrastructure improvements are necessary. The City owns eleven (11) lots within the neighborhood and will help facilitate the construction of new, affordable, single-family homes. These homes will be occupied by low-moderate income homeowners, renters, and those who are eligible for the lease-purchase option.

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

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

## **3. Economic Development Strategies**

The West Greenville Redevelopment Area lies within a U.S. Department of Agriculture designated food desert, according to the Food Access Research Atlas. Consequently, the City has made it a top priority to recruit, facilitate, and potentially incentivize a project that would bring a grocery store/commercial center to the area.



Over the past couple of years, staff has partnered with other organizations to develop a feasible business plan for the incubator. As a result, staff has determined that a multi-use commercial center would better suit the needs of the community and small business.

Recently, the City has developed a partnership with a non-profit to develop a commercial center that will include a grocery store focusing on fresh fruits and vegetables, a laundromat and office space.

#### **4. Environmental Obstacles**

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

##### **a. Lead**

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

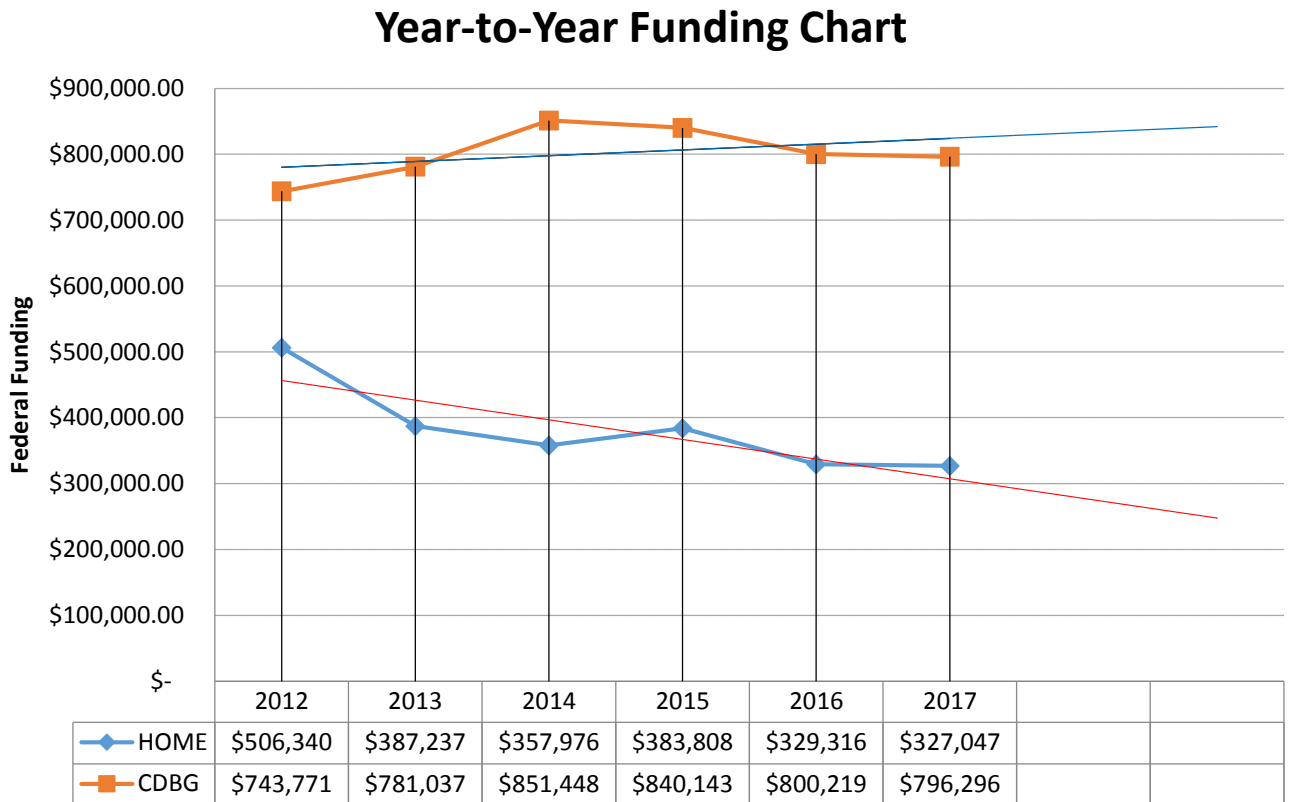
##### **b. Brownfield Development**

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

# Sources of Funds

## II. SOURCES OF FUNDS

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



### A. CDBG Program

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

Those objectives are:

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

## **B. HOME Investment Partnerships Program**

The HOME Investment Partnerships program was created by the National Affordable Housing Act of 1990 to create local partnerships for providing decent affordable housing to lower income households. This program seeks to encourage local jurisdictions to work with non-profit organizations and the private investment community to achieve this goal. Cities receiving HOME funds must reserve fifteen percent (15%) of their HOME funds to Community Housing Development Organizations (CHDOs) for affordable housing development.

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

In January 2008, the City Council of Greenville approved disbanding the Consortium partnership and submitted application to become a “Participating Jurisdiction” for HOME funding. This Action Plan represents Greenville’s seventh (7<sup>th</sup>) year as a HOME Participating Jurisdiction.

The local match requirement for the 2017-2018 HOME Program is approximately \$81,761. The City of Greenville will utilize funds from local funds earmarked for Affordable Housing which serve low-income families and individuals for meeting match requirements. The funds will be used to augment HOME-funded projects. The Greenville HOME program currently has a match credit of \$963,272.78, which will be carried over to the following year. Despite the match credit, the City continues to identify a match with all projects, evidence of which is detailed on the match log.

## **C. Affordable Housing Bond Program**

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

recycled since 1992 and are available for the West Greenville 45-Block Revitalization program and other affordable housing initiatives of the City of Greenville.

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

**D. Funding Summary Chart\***

<b>Source</b>	<b>Amount</b>	<b>Description</b>
Community Development Block Grant (CDBG)	\$796,296	Funds will be used for administration, housing rehabilitation, public services, public facility improvements, and clearance/ demolition.
HOME Investment Partnership	\$327,047	Funds will be used for administrative cost, new construction, down payment assistance, and CHDOs.
General Revenue	\$300,806	Funds to leverage administrative/operating costs for staff and other local municipal appropriations to support programs.
Program Income	\$60,000	HOME/CDBG Program Income
*Estimated-No final allocations from HUD to date		
<b>Total All Sources</b>	<b>\$1,484,149</b>	<b>Approximate total of all sources</b>

# Citizen Participation Plan

### III. CITIZEN PARTICIPATION PLAN

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

The City also encouraged public participation in developing the 2017-2018 Annual Action Plan by making a copy of the DRAFT plan available to the Affordable Housing Loan Committee members, Redevelopment Commission, Continuum of Care; and a copy accessible at all City Community Recreational Centers, Libraries, and Housing Division Office for the general public, non-profits and other interested parties to review and submit comments from May 8, 2017 through June 8, 2017. In addition, a community meeting was held at Sheppard Memorial Library on Tuesday, May 23, 2017 to get community input on the Plan. A second community meeting was held on Thursday, May 25, 2017 at the George Washington Carver Library. The following comments were received:

- No comments as of 5/30/17

There are two (2) Public Hearings held for citizens to provide input. The first public hearing was held on January 12, 2017 during the City Council meeting. The final public hearing will be held on June 8, 2017 during the City Council meeting.

# Current Year Action Plan



**IV. CURRENT YEAR ACTION PLAN**

**A. Introduction**

The 2017-2018 Annual Action Plan describes the CDBG and HOME activities proposed for the 2017-18 fiscal year. The Five (5) Year Consolidated Plan guides development of each annual action plan and serves as a roadmap for the activities to be undertaken. The plan also includes the resources available to perform the activities, a detailed description of the activities, and maps depicting the areas in which the activities will occur.

The activities to be undertaken by the City of Greenville for the 2017-2018 fiscal year will include Program Administration, Owner-Occupied Housing Rehabilitation, New Construction, Public Service and Public Facility Improvement, New Affordable Housing Construction by Community Housing Development Organizations and Non-Profits, Multi-Family Construction, and Demolition and Clearance of Substandard properties. Staff anticipates that a majority of the proposed activities will be completed within the program year with a few activities extending into future years.

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

<b>New Single-Family Units</b>	<b>Total Units</b>
Singletree	24
Carolina Heights	15
Red Oak	2
Countryside Estates	105
West Greenville	24
Lincoln Park Redevelopment	3
<b>Total</b>	<b>173</b>

## **B. Performance Measurement**

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

### **1. Objectives:**

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

#### **a. Creating Suitable Living Environments**

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

#### **b. Providing Decent Housing**

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

#### **c. Creating Economic Opportunities**

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

### **2. Outcomes:**

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

#### **a. Availability/Accessibility**

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

**b. Affordability**

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

**c. Sustainability**

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

**3. Indicators:**

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

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

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

**C. 2017-2018 Action Plan Projects:**

**1. Program Administration**

**Activity 2017/18-1**

**Regulatory Citations:** 24 CFR Parts 92.207, and 570.206

**Description:** Staff salary, planning, and administrative service delivery costs for implementing the Community Development Block Grant and HOME Programs, will be funded through CDBG and HOME awards, as well as local general revenue support.

<b>Funding Amount:</b>	\$ 32,700	HOME
	\$151,000	CDBG
	\$300,806	General Fund

**2. Rehabilitation/Urgent Repair-Housing**

**Activity 2017/18-2**

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

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

<b>Funding Amount:</b>	\$352,496	CDBG
	\$ 30,000	CDBG Program Income
	\$ 50,000	Urgent Repair-NCHFA
	\$150,000	Disaster Recovery-NCHFA

**Performance Measurement**

<b>Objective:</b>	Providing Decent Housing	
<b>Outcome:</b>	Affordability	
<b>Output Indicators:</b>	Number of units rehabilitated	<b>Goal: 6</b>

**3. Public Facilities**

**Activity 2017/18-3**

**Regulatory Citations:** 24 CFR Part 570.201 (c)

**Description:** Efforts will continue to improve public facilities including infrastructure, streetscape, sidewalks, public parks, drainage, etc.

**Funding Amount:** \$155,000 CDBG

**Performance Measurement of Acquisition Activities**

<b>Objective:</b>	Creating Suitable Living Environments	
<b>Outcome:</b>	Availability/Accessibility	
<b>Output Indicators:</b>	Number of LMI Persons	<b>Goal: 50</b>

**4. Public Services**

**Activity 2017/18-4**

**Regulatory Citations:** 24 CFR Part 570.201(e)

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

<b>Activity</b>	<b>Amount</b>
Lucille Gorham Intergenerational Center	\$ 15,039
Boys and Girls Club	\$ 16,000
Literacy Volunteers	\$ 13,000
Center for Family Violence Prevention	\$ 20,000
Pitt County Council on Aging	\$ 11,000
Community Crossroads Center	\$ 8,961
L.I.F.E of NC, Inc.	\$ 16,000
<b>Total</b>	<b>\$100,000</b>

**Funding Amount:** \$100,000 CDBG

**Performance Measurement of Public Service Activities**

Objective: Creating Suitable Living Environment

Outcome: Sustainability

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

**5. Clearance/Demolition**

**Activities 2017/18-5**

**Regulatory Citation** 24 CFR Part 570.201(d)

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

**Funding Amount:** \$37,800 CDBG

**Performance Measurement**

**Objective:** Creating Suitable Living Environment

**Outcome:** Affordability, Availability/Accessibility

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

**6. Community Housing Development Organization (CHDO) Reserve Activities**

**Activity 2017/18-6**

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

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

**Funding Amount:** \$50,000 HOME

**Performance Measurement**

**Objective:** Decent Affordable Housing

**Outcome:** Affordability

**Output Indicators:** Number of new single family units **Goal: 1**

**7. Down Payment Assistance Program**

**Activity 2017/18-7**

**Regulatory Citations:** 24 CFR Part 902.207

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

**Funding Amount:** \$40,000 HOME

**Performance Measurement**

**Objective:** Decent Affordable Housing

**Outcome:** Affordability

**Output Indicators:** Number of new homeowners **Goal: 2**

**8. New Construction/Housing**

**Activity 2017/18-8**

**Regulatory Citations:** 24 CFR Part 92.205 (a)

**Description:** This activity will provide funding for the development of new affordable housing via partnerships with non-profits on property previously acquired by the City through HUD and bond funding. These homes will be made available to homebuyers or renters who are low-moderate income (LMI).

**Funding Amount:** \$204,347 HOME  
\$ 30,000 HOME Program Income

**Performance Measurement**

**Objective:** Decent Affordable Housing

**Outcome:** Affordability  
**Output Indicators:** Number of new single family units **Goal:** 5

**D. CDBG/HOME Funding Chart**

<b>Activity</b>	<b>HOME</b>	<b>CDBG</b>
Administration	32,700	151,000
Rehabilitation/UR/Housing	0	352,496
Public Facilities	0	155,000
Public Services	0	100,000
Clearance/Demolition	0	37,800
CHDO Reserve	50,000	0
Down Payment Assistance	40,000	0
New Construction/Housing	204,347	0
<b>Total</b>	<b>\$327,047</b>	<b>\$796,296</b>

**D. Contingency Provisions**

All funding amounts in this draft plan are estimates. As HUD has not yet released final allocation amounts for CDBG and HOME, it is required that the Annual Action Plan has funding contingency provisions. The following provisions will be utilized in the following order upon any changes from the estimated funding amounts listed in this plan.

**Step 1: Administration**

Administration amounts for CDBG and HOME will be recalculated to ensure that the allowable caps are not exceeded, namely, 20% and 10%, respectively. If funding increases for either category, the administration amount will increase in accordance with that percentage. If there is a decrease in either category that causes the cap to be exceeded, the administration amount will be reduced to comply with percentage caps exactly so that the administration amounts are 20% and/or 10% of allocations, respectively.

**Step 2: Public Services**

If there is a CDBG funding decrease, staff will ensure that the 15% cap is not exceeded. If it is exceeded, all activities will be reduced by the same percentage in order to meet the 15% limit.

**Step 3: HOME Increase or Decrease - New Construction/Housing**

Any additional increase or decrease will be absorbed by the New Construction/Housing Activity. All additional monies or necessary reductions will be reflected in this activity.

**Step 4: CDBG Increase or Decrease – Rehabilitation/Housing**

Any additional increase or decrease will be absorbed by the Rehabilitation/Housing Activity. All additional monies or necessary reductions will be reflected in this activity.

Draft 4



# Other Actions

## V. OTHER ACTIONS

### A. Affirmatively Furthering Fair Housing

The City continues to fund affirmatively Fair Housing marketing actions. These actions are inherent to each of the housing activities provided through the Community Development Department. Staff Training of Fair Housing rules and tools as well as public Education of the Fair Housing Laws will occur throughout the year and most specifically during the month of April, which is designated as “Fair Housing Month”. The annual Fair Housing Month activities will also include an educational seminar/forum and quarterly landlord/tenant workshops. “National Community Development Week” also occurs in the month of April. As part of a weeklong celebration of CD Week, the city typically has a tour for elected officials and hosts a public education forum, Fair Housing seminar, Financial Literacy workshop, Contractors workshop, and a Housing Partners Reception.

### B. Analysis of Impediments to Fair Housing Choice

An update to the Analysis of Impediments to Fair Housing Choice was completed by the City of Greenville in December 2013. This section presents the Fair Housing Analysis Update for the 2013-2018 Five (5) Year Consolidated Plan. It primarily includes existing impediments to Fair Housing choice currently being addressed and the actions to remedy them. The update relies on public/private information regarding the real estate and banking industries, Greenville housing and community development activities, North Carolina and Greenville Human Relations Agencies, and the Greensboro and Atlanta HUD Offices of Fair Housing and Equal Opportunity.

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

#### Impediment 1

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

#### Plan

The financing industry may have the best strategy for this impediment. While it appears to be true that there are insufficient affordable housing units available for housing choice in Greenville, the fact is that a surplus of moderately priced housing is available. Lower income home seekers may attempt to follow financing recommendations such as using the City’s down payment assistance programs.

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

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

Furthermore, the City intends to continue its support of affordable housing tax credit developments outside of the low-income census tracts.

## **Impediment 2**

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

## **Plan**

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

Secondly, providing public education that produces an employable workforce with higher earning potential will help improve creditworthiness of future homebuyers. The onus falls to the public school system to ensure that tomorrow's residents have the skills they need to be

competitive in the job marketplace, as well as to be educated consumers armed with the skills to make informed decisions.

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

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

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

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

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

### **Impediment 3**

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

### **Plan**

The City will consider several activities to increase the availability of affordable housing opportunities and programs to preserve existing rental housing stock throughout the city

including a program to assist homeowners in rehabilitating substandard housing stock in an effort to keep those units affordable once renovations have been completed.

#### **Impediment 4**

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

#### **Plan**

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

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

#### **Impediment 5**

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

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

An analysis of the HMDA data in this document reveals, for example, that while black residents comprise thirty seven percent (37%) of the population, eighteen percent (18%) of all home purchase mortgage applications come from black families/individuals. As a result, it appears that black applicants may be underrepresented with the problem worsening over recent years. Hispanics and Asians are also underrepresented in loan applications as compared to their share of the population. City programs targeted to assist low-moderate income protected classes should focus more closely on educating the population on the importance of homeownership and how to access local lending resources.

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

## **Plan**

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

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

Again, the solution lies in educating consumers, although it is difficult to reach them when they will not avail themselves of the opportunities. The City continues to address Impediment #1 (affordable housing) and Impediment #2 (education) during the program year 2016-2017 with education. The City will review future request for funding for the construction of quality affordable rental housing for lower income families. Also, the City's Fair Housing Officer intends to continue educating the community about Fair Housing law and concerns. The City will continue to provide CDBG funding for eligible Fair Housing activities. For example, staff plans to visit several apartment communities and public housing communities to provide education days. These days will include topics such as tenant and landlord rights, and legal updates from our partners at Legal Aid of NC.

### **C. Affirmative Marketing Policy**

In accordance with the regulations of the HOME Program and in furtherance of the City of Greenville's commitment to Fair Housing and Equal Opportunity, this Policy

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

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

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

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

#### **D. Minority/Women Business Outreach**

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

#### **E. Evaluation and Reduction of Lead-Based Paint Hazards**

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

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

An important initiative emanating from HUD in the last decade is the reduction of lead-based paint hazards, and many jurisdictions around the country have made a concerted

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

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

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

**F. Anti-Poverty Strategy**

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

**G. Developing Institutional Structures**

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

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

In addition, each year efforts are made to work with local institutions to provide housing and economic opportunities for low income persons through public service activities and participation in the Pitt County Continuum of Care. The Pitt County Continuum of Care began in 2001 and has successfully grown into a well-balanced organization made up of local government agencies, housing providers, service providers, and other interested groups. The development of the Continuum and participation by the City of Greenville



will greatly enhance coordination between these agencies. The Public Housing Authority has also joined the Continuum of Care and has begun working in concert with the City of Greenville and our revitalization efforts in the West Greenville Redevelopment Area.

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

## **H. Public Housing**

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

In addition, the City of Greenville Community Development Department Housing Division has formed a partnership with the Greenville Housing Authority to offer bimonthly Homeownership and Financial Literacy classes to public housing residents and other citizens. So far, five (5) former residents utilizing the Housing Choice Voucher program and City of Greenville HOME down payment assistance program have purchased a new home, developed by a local Community Housing Development Organization.

## **I. Recapture Provisions**

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

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

Net sales proceeds are the funds remaining from the sale of the property by the original homebuyer less the repayment of the outstanding balance on any superior mortgage, sales

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

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

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

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

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

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

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

**J. Section 3 Requirements**

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

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

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# Monitoring Plan

## **VI. MONITORING PLAN**

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

### **Monitoring Objective**

*Primary* - To ensure that subrecipients are:

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

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

### **Monitoring Procedure**

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

### **On-Site Visits**

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

### **Long-Term Compliance**

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

**Rental Housing Monitoring**

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

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

Draft 4

# Homelessness

## VII. STRATEGIES TO ELIMINATE HOMELESSNESS

### A. Continuum of Care

Since 2001, the City of Greenville has actively assisted with the creation and development of a Continuum of Care for Pitt County. The group, known as the Pitt County Continuum of Care, is devised of City and County staff, as well as non-profit and for-profit representatives. The group meets monthly to discuss the ever-growing homeless population in our community. Efforts to end homelessness and to coordinate supportive services to homeless persons are top priorities for the community. The January 2015 Homeless Population Point in Time Survey revealed that there are Eighty-Three (83) homeless persons in Pitt County. Currently, Pitt County has one hundred (100) emergency beds and twenty-eight (28) transitional housing units available to serve them.

For the purpose of implementing Pitt County's "Our Journey Home: Plan to End Chronic Homelessness", Pitt County has joined a 79-county entity known as the Balance of State (BoS) Continuum of Care (CoC). The BoS CoC is managed by the North Carolina Coalition to End Homelessness (NCCEH). Within the BoS there are Regional Committees that encompass the participating counties. Pitt County is now a multi-county Regional Committee.

During the upcoming 2017-2018 fiscal year, the group will continue to administer programs and funds received by the Continuum and prepare various grant applications for submission to the NC Balance of State. To date, the Pitt County Balance of State, Continuum of Care has received funding every year since the 2003 funding cycle. Funding received under the 2004 and 2005 award was allocated to implement a Homeless Management Information System (HMIS) which is in full operation now. All actions by the Pitt County Balance of State, Continuum of Care will address obstacles to meet the underserved needs in the community, assist with the reduction of poverty level families, assist with the development of "institutional structures", and enhance coordination between public and private housing and social service providers. Other actions will include marketing of the continuum to reach out to surrounding communities in an endeavor to promote regional participation.

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

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



## **GOAL 1**

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

### **■ Outcome 1-A**

Increased access to services provided to the homeless population.

### **■ Outcome 1-B**

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

### **■ Outcome 1-C**

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

### **■ Outcome 1-D**

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

## **GOAL 2**

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

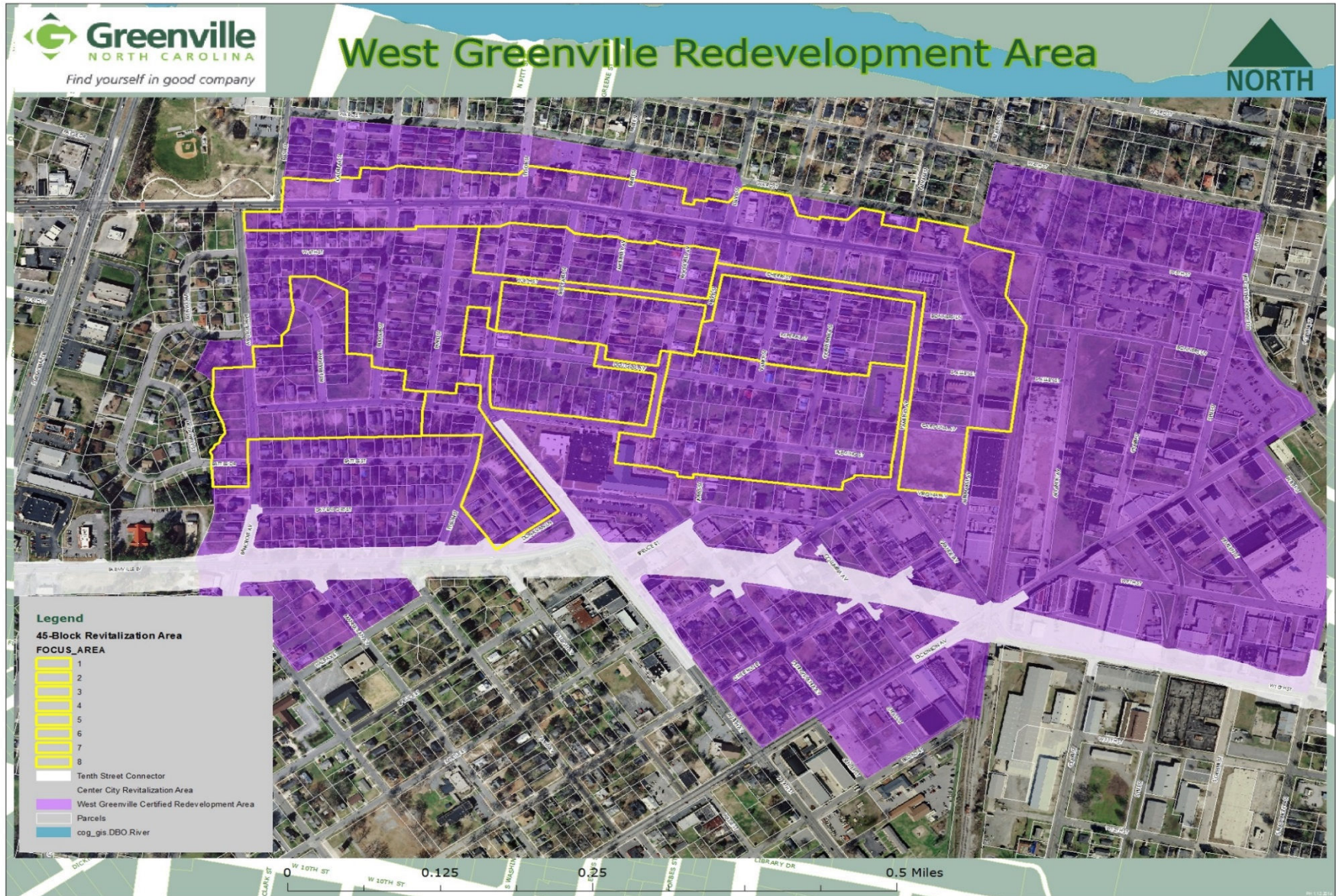
### **■ Outcome 1-A:**

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

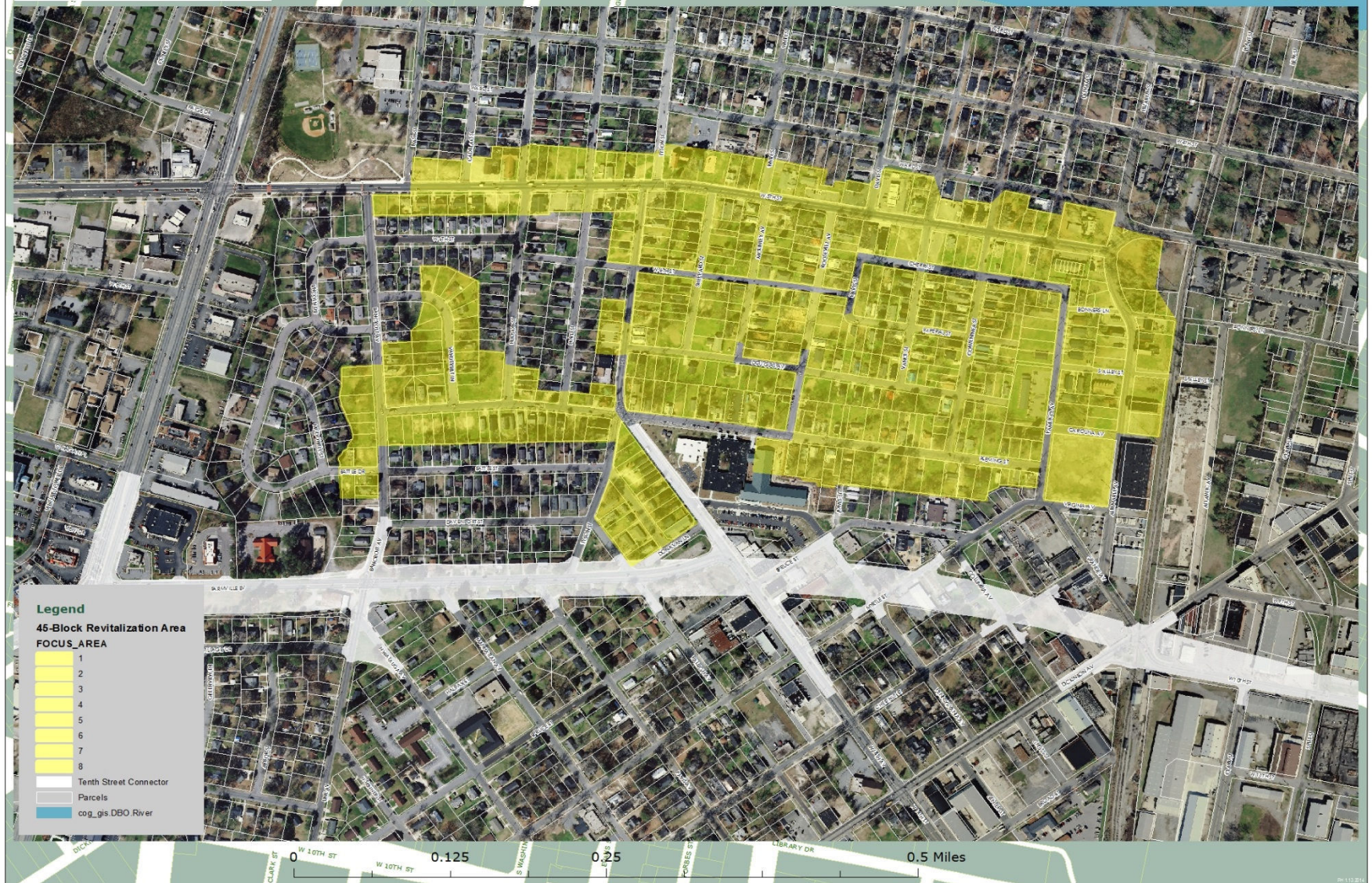
Both local governments and non-profit agencies are now in the process of implementation. The City Council approved in September 2008 a two (2) year contribution of CDBG funds in the amount of \$30,000 per year to fund implementation activities. During fiscal year 2012, the CDBG program funded SSI/SSDI Outreach, Access, and Recovery (SOAR) Training, which strived to increase disability benefits for homeless people and those at risk of homelessness who are living with disabilities. In fiscal year 2017-2018, the City will seek to assist those agencies who provide the homeless with housing, economic opportunities, and education opportunities.

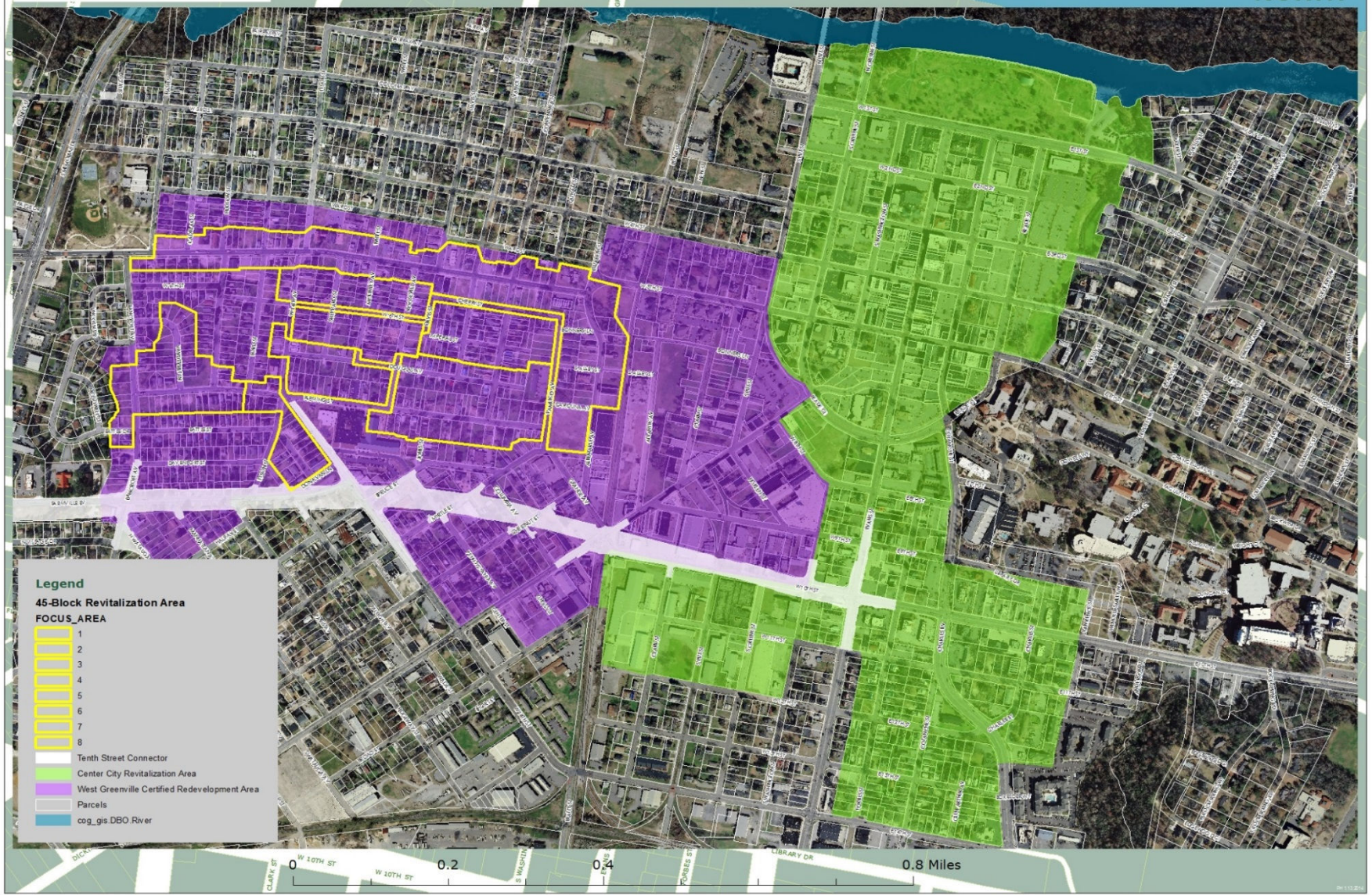
# Appendices

Appendix A: West Greenville Redevelopment Area, 45 Block Revitalization Area, and Redevelopment Area Maps



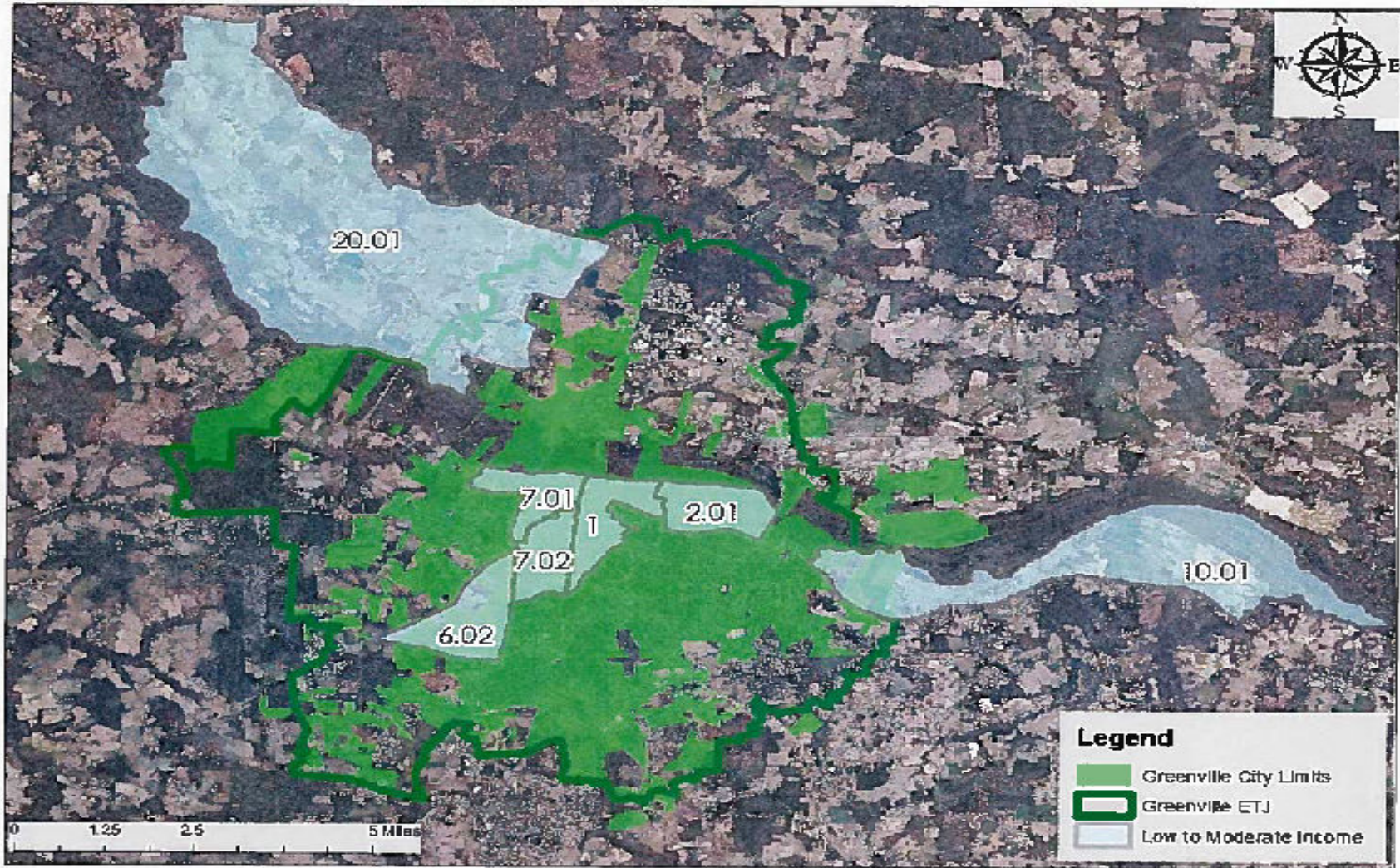
# 45-Block Revitalization Area





Appendix B: Census Tract of Low-income Concentration

Draft 4



**CITY OF GREENVILLE/PITT COUNTY  
HOME INCOME LIMITS 2016**

		Max Income				Max Income		Median	Max
		Grant				CDBG	Income		Income
		CDBG				/HOME			COG DP
		/HOME				/NCHFA DP			
		/URP							
Household	30%	50%	60%	70%	80%	90%	100%	120%	
Size									
1	11,700	19,500	23,400	29,100	31,150	37,400	41,550	49,900	
2	13,400	22,250	26,700	33,250	35,600	42,750	47,450	56,950	
3	15,050	25,050	30,060	37,400	40,050	48,100	53,400	64,100	
4	16,700	27,800	33,360	41,550	44,500	53,400	59,300	71,200	
5	18,050	30,050	36,060	44,850	48,100	57,650	64,050	76,900	
6	19,400	32,250	38,700	48,200	51,650	61,950	68,800	82,600	
7	20,750	34,500	41,400	51,500	55,200	66,200	73,550	88,300	
8	22,505	36,700	44,040	54,850	58,750	70,500	78,300	94,000	
9	23,380	38,920	46,704	58,170	62,300	74,760	83,020	99,680	
10	24,716	41,144	49,373	61,494	65,860	79,032	87,764	105,376	

**NOTE: HUD Part 5 Definition of Income**



**Effective  
06/06/16**



**CITY OF GREENVILLE  
COMMUNITY DEVELOPMENT DEPARTMENT  
CITIZEN PARTICIPATION PLAN**

**INTRODUCTION:**

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

**Encouraging Public Participation:**

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

**The Role of Low Income People:**

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

**The Various Stages of the Consolidated Plan Process:**

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

1. Identification of housing and community development needs.
2. Preparation of a draft use of funds for the upcoming year called the proposed Annual Action Plan. Every 5 years this process will include the preparation of a new proposed Consolidated Plan.

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

### **The Program Year**

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

### **PUBLIC NOTICE**

#### **Items Covered by the Public Notice Requirements:**

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

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

#### **“Adequate” Public Notice**

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

### **Forms of Public Notice**

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

### **PUBLIC ACCESS TO INFORMATION**

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

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

□ **Standard Documents.**

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

□ **Availability of Standard Documents.**

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

□ **Places Where Standard Documents are Available.**

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

**PUBLIC HEARINGS:**

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

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

**Access to Public Hearings:**

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

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

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

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

□ **The Conduct of Public Hearings.**

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

**THE STAGES IN THE PROCESS:**

**A. IDENTIFYING NEEDS.**

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

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

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

**B. THE "PROPOSED" ANNUAL ACTION PLAN and/or CONSOLIDATED PLAN.**

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

□ **General Information.**

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

public will be given an estimate of the amount of these funds, which will be used in ways that will benefit low and moderate-income people.

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

□ **Technical Assistance.**

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

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

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

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

□ **Public Hearing and Further Action.**

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

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

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

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

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

□ **“Substantial” Amendments.**

The following will be considered “substantial” amendments:

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

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

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

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

**E. THE ANNUAL PERFORMANCE REPORT:**

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

- Public Notice for Annual Performance Report.  
There must be reasonable notice that an Annual Performance Report is available so that residents will have an opportunity to review and comment. Notice will be made according to the procedures described earlier in this Citizen Participation Plan, with the addition of the following procedures specifically for Annual Performance Reports:
  1. There will be 30 days advance notice of the availability of an Annual Performance Report before the report is submitted to HUD.
  2. A complete copy of the Annual Performance Report will be made available to the public.
  3. In preparing an Annual Performance Report for submission to HUD, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony or submitted in writing. The Annual Performance Report sent to HUD will have a section that presents all comments and explanations why any comments were not accepted.

**COMPLAINT PROCEDURES:**

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

**CHANGING THE CITIZEN PARTICIPATION PLAN:**

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

Adopted this 8<sup>th</sup> day of May 2008.

Signature on File  
Patricia C. Dunn, Mayor

Attest:

Signature on File  
Wanda Elks, City Clerk

Draft 4



Appendix E: Affirmative Marketing Policy

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

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

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

**STATEMENT**

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

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

**PURPOSE**

In accordance with the regulations of the HOME Program and in furtherance of the City of Greenville's commitment to Fair Housing and equal housing opportunity, this Policy establishes procedures to affirmatively market rental or residential units constructed or rehabilitated under

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

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

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

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

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

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

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

- 3) Post and/or distribute information on the project to any such special needs groups that are being targeted for residence in the units.
4. RECORDS THAT WILL BE KEPT DESCRIBING ACTIONS TAKEN BY THE CITY AND BENEFICIARIES TO AFFIRMATIVELY MARKET UNITS AND RECORDS TO ASSESS ACTIONS.
  - A. The City of Greenville will keep the following records:
    - 1) Copies of all meeting agendas and related materials of the City's Affordable Housing Loan Committee pertaining to this Policy, and all agendas and training materials of any HOME/CHDO training workshop pertaining to this Policy.
    - 2) Copies of all press releases, advertisements and other written and electronic materials that pertain to this Policy
  - B. The City shall also require all Beneficiaries assisted with HOME funds to maintain records of how vacancies were advertised. All Beneficiaries shall maintain a record of classified advertisements, flyers, electronic media spots, or other marketing materials used to affirmative market HOME assisted units for two years.
  - C. The Beneficiary of a project that has five (5) or more HOME assisted units shall also maintain a record of applicants for vacant units with a general profile of the applicant and shall denote the following:
    - 1) How the applicant learned of the vacancy;
    - 2) Outcome (acceptance or rejection) of the applicant; and
    - 3) If rejected, why.
  - D. Each Beneficiary shall submit to the City annual reports through June 30<sup>th</sup>, as established by the HOME or HOME/CHDO Agreement, identifying those served.
5. DESCRIPTION OF HOW THE CITY OF GREENVILLE WILL ASSESS THE SUCCESS OF AFFIRMATIVE MARKETING ACTIONS, AND WHAT CORRECTIVE ACTIONS WILL BE TAKEN.

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

Adopted this \_\_\_\_ day of June, 2009.

Signature on File

Patricia C. Dunn, Mayor

Attest:

Signature on File

Wanda Elks, City Clerk

Appendix F: Section 3 Plan

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

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

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

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

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

Adopted this 8<sup>th</sup> day of March, 2012.

Signature on File  
Allen M. Thomas, Mayor

ATTEST:

Signature on File  
Carol L. Barwick, City Clerk

<b>City of Greenville</b> <b>Section 3 Plan</b>	<b>2012</b>
--	-------------

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

Draft 4

## Table of Contents

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



## **I. General Policy Statement**

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

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

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

## **II. Section 3 Purpose**

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

## **III. Section 3 Contracting Policy and Procedure**

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

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

## **IV. Section 3 Plan**

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

## **V. Section 3 Employment & Training Goals**

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

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

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

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

## **VI. Section 3 Program Participant Certification Procedure**

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

## **VII. Preference for Contracting With Section 3 Business Concerns**

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

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

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

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

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

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

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

## **IX. Section 3 Business Certification Procedure**

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

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

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

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

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

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

### **Section 3 Preference Policy**

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

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

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

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

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

## **XII. Employment of Section 3 Program Participants**

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

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

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

### **XIII. Contractor's Requirements in Employing Section 3 Participants**

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

- Provide employment opportunities to Section 3 residents/participants in the priority order listed below:
  - a) Category 1 – Section 3 Resident**  
Residents of the housing development or developments for which the contract shall be expended.
  - b) Category 2 – Section 3 Resident**  
Residents of other housing developments managed by the Greenville Housing Authority.
  - c) Category 3 – Section 3 Resident**  
Participants in HUD Youthbuild program being carried out in the project boundary area.

**d) Category 4 – Section 3 Resident**

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

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

**XIV. Internal Section 3 Complaint Procedure**

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

- Complaints of non-compliance should be filed in writing and must contain the name of the complainant and brief description of the alleged violation of 24 CFR 135.
- Complaints must be filed within thirty (30) calendar days after the complainant becomes aware of the alleged violation.
- An investigation will be conducted if complaint is found to be valid. The Section 3 Coordinator will conduct an informal, but thorough investigation affording all interested parties, if any, an opportunity to submit testimony and/or evidence pertinent to the complaint.
- The Section 3 Coordinator will provide written documentation detailing the findings of the investigation. The Community Development Director will review the findings for

accuracy and completeness before it is released to complainants. The findings will be made available no later than thirty (30) days after the filing of complaint.

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

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

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

## **XV. Definitions**

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

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

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

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

**Employment Opportunities Generated by Section 3 Covered Assistance** – all employment opportunities generated by the expenditure of Section 3 covered public assistance (i.e., operating assistance, development assistance and modernization assistance, (as described in Section 135.3 (a) (1)). With respect to Section 3 covered housing and community development assistance, this term means all employment opportunities arising in connection with Section 3 covered projects (as described in Section 135.3 (a) (2)), including management and administrative jobs. Management and administrative jobs include architectural, engineering or related professional services required to prepare plans, drawings, specifications, or work write-ups; and jobs directly related to administrative support of these activities, e.g., construction manager, relocation specialist, payroll clerk, etc.

**Housing Authority (HA)** – Public Housing Agency.



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

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

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

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

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

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

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

**Recipient** – any entity which receives Section 3 covered assistance, directly from HUD or from another recipient and includes, but is not limited to, any State unit of local government, PHA, or other public body, public or private non-profit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council, or cooperative association. Recipient also includes any successor, assignee or transferee of any such entity, but does not include any ultimate beneficiary under the HUD program to which Section 3 applies and does not include contractors.

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

**Section 3 Business Concern** – a business concern,

- 1) That is 51 percent or more owned by Section 3 resident: or

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

**Section 3 Covered Assistance**

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

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

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

**Section 3 Covered Project** - the construction, reconstruction, conversion or rehabilitation of housing (including reduction and abatement of lead-based paint hazards), other public construction which includes buildings or improvements (regardless of ownership) assisted with housing or community development assistance.

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

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

**Very low-income person** – families (including single persons) whose income do not exceed 50 percent of the median family income for the area, as determined by the Secretary with

adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 percent of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

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## **Exhibit 1 - Section 3 Clause**

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

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

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

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## **Exhibit 2 - Section 3 Contracting Policy and Procedure**

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

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

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

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

## **Exhibit 3 – Business Certification and Resident Application**

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### **SECTION 3 CERTIFICATION PROGRAM ELIGIBILITY CRITERIA**

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

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

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

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

*Section 3 covered assistance* means

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

Draft 4



## Application Checklist for Completeness

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

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

# Application

## Part 1. Company Information

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

### Legal Structure:

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

## Part 2. Select Section 3 Certification Type

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

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

First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_

Title: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Phone: \_\_\_\_\_

Residence Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

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

% of Ownership: \_\_\_\_\_ Owner Since (mm/yyyy): \_\_\_\_\_

Hours Devoted to Business per Week: \_\_\_\_\_

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

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

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

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

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

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

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

Indicate the total dollar amount to be subcontracted:

\_\_\_\_\_

Indicate the dollar amount awarded to Section 3 businesses:

\_\_\_\_\_

**Attestation**

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

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_ **I have attached the documents on the Checklist for Completion**

### Section 3 Resident Application

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

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

#### INCOME SOURCES

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

- Wages, salaries, overtime pay, commissions, fees, tips, bonuses, or other compensation
- Income or gain from CD's, money market accounts, brokerage accounts, stocks, bonds, or Treasury Bills
- Periodic payments from Social Security, disability/death benefits, pensions, retirement funds, annuities, insurance policies, or similar types of periodic benefits payments
- Payments in lieu of earnings, such as unemployment and disability compensation, workers compensation or severance pay
- Welfare assistance or TANF benefits
- Child support, spousal support/alimony, or regular contribution or gifts from persons not residing in the household including scholarships, parental gifts for tuition, etc.

- Revocable trust
- Lump sum payment or receipt of inheritances, capital gains, lottery winnings, victims' restitution or insurance settlements
- Real estate other than the primary residence or other capital investments
  
- Yes**    **No** Do you receive housing assistance (Section 8, Subsidized)?  
\$ \_\_\_\_\_ (amount)

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

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

\_\_\_\_\_  
Print Name of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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

### Section 3 Acknowledgement

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

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

Signature on File

Signature of Authorized Official

\_\_\_\_\_  
Name of Authorized Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Draft 4

Appendix G: Application for Federal Assistance SF-424

Draft 4

Draft 4





# City of Greenville, North Carolina

Meeting Date: 6/8/2017  
Time: 6:00 PM

---

**Title of Item:** Presentation by DFI on Imperial Site Design and Financial Analysis

**Explanation:** **Abstract:** Development Finance Initiative (DFI) will present to City Council the conceptual site design and financial models for development of the Imperial Site.

**Explanation:** Development Finance Initiative (DFI) of the UNC School of Government will present to City Council the conceptual site design and financial analysis for the Imperial Site. The presentation will include a review of the projected mix of uses, infrastructure costs (including parking), public-private partnership strategies, and the solicitation process/timeline.

DFI is seeking acceptance of the conceptual site design and financial analysis as well as permission to proceed with the solicitation to developers (RFP) to build the recommended program.

**Fiscal Note:** Financial implications will be discussed during the presentation to City Council. Fiscal impact will be determined based on City Council direction on the program elements to be included.

**Recommendation:** Staff recommends that City Council accept the recommended conceptual site design and financial analysis, and proceed with the solicitation of developers.

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Attachments / click to download



# City of Greenville, North Carolina

Meeting Date: 6/8/2017  
Time: 6:00 PM

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**Title of Item:** Presentation by the North Carolina Department of Transportation on Project U-5917 14th Street Widening Project

**Explanation:** **Abstract:** The North Carolina Department of Transportation (NCDOT) will make a presentation regarding a new project to widen 14th Street to a 4-lane divided facility. The project limits are from Greenville Boulevard to Firetower Road.

**Explanation:** The project is included in NCDOT's 2018-2027 Strategic Transportation Improvement Program. The schedule for the project is right-of-way in FY 2020 and construction in FY 2022. The typical section that was entered by the Greenville Urban Area MPO included a 23-foot median, bike lanes, and sidewalks. NCDOT will use these project characteristics as a guide to begin project development. The median width in this urban setting will be reduced as much as feasible to lessen the impacts to property owners.

**Fiscal Note:** There will be a required municipal match for the cost of the sidewalks. Additionally, any streetlights installed as part of this project will be the responsibility of the City.

**Recommendation:** City Council receive the presentation on the development of this project.

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Attachments / [click to download](#)



# City of Greenville, North Carolina

Meeting Date: 6/8/2017  
Time: 6:00 PM

- Title of Item:** Ordinances adopting the Fiscal Year 2017-18 Budget for:
- a) City of Greenville including Sheppard Memorial Library and Pitt-Greenville Convention & Visitors Authority
  - b) Greenville Utilities Commission including Reimbursement Resolutions associated with Budget

**Explanation:** **Abstract:** This item is for adoption of the fiscal year 2017-18 City of Greenville budget.

**Explanation:** Attached are the fiscal year 2017-18 budget ordinances for the City of Greenville (including Sheppard Memorial Library and Pitt-Greenville Convention & Visitors Authority) and Greenville Utilities Commission (including reimbursement resolutions associated with the budget). The ordinances establish the fiscal year 2017-18 budgets.

Also attached is the updated Manual of Fees, which includes fee changes for Sanitation and Stormwater for your consideration. The reimbursement resolutions associated with the Greenville Utilities Commission Budget are also attached for approval.

**Fiscal Note:** The fiscal year 2017-18 budget ordinances provide revenues and appropriations for the following funds:

General	\$82,013,799
Debt Service	5,448,934
Public Transportation – Transit	2,858,391
Fleet Maintenance	4,337,071
Sanitation	7,619,286
Stormwater	5,928,998

Housing	1,424,149
Health Insurance	13,135,690
Vehicle Replacement	4,934,770
Facilities Improvement	1,542,000
Capital Reserve	-
Greenville Utilities Commission	250,541,773
Convention & Visitors Authority	1,228,484
Sheppard Memorial Library	2,432,280

**Recommendation:** Approval of budget ordinances for the Fiscal Year 2017-18 inclusive of reimbursement resolutions associated with budget ordinances.

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**Attachments / click to download**

- [Managers Proposed Budget](#)
  - [Budget Ordinance 2017 18 COG 1052227](#)
  - [Budget Ordinance 2017 18 GUC 1052225](#)
  - [Reimbursement Resolution Heavy Equipment and Vehicle Purchases FY2018 1052581](#)
  - [Reimbursement Resolution for Capital Projects in FY2017 18 Annual Budget 1052583](#)
  - [New Manual of Fees Document 1052874](#)
-

## ORDINANCE NO. 17-

CITY OF GREENVILLE, NORTH CAROLINA  
2017-2018 BUDGET ORDINANCE

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

Section I: Estimated Revenue. It is estimated that the following revenues will be available for the City of Greenville during the fiscal year beginning July 1, 2017 and ending June 30, 2018:

## GENERAL FUND

## Unrestricted Intergovernmental Revenues:

Ad Valorem Taxes;			
Current Year Taxes - Operations	\$	32,413,458	
Prior Year's Taxes and Penalties		<u>336,542</u>	
Subtotal			\$ 32,750,000
Sales Tax	\$	18,823,000	
Video Programming & Telecommunication Services Tax		923,767	
Rental Vehicle Gross Receipts		133,378	
Utilities Franchise Tax		7,102,077	
Motor Vehicle Tax		1,503,457	
Other Unrestricted Intergovernmental Revenues		<u>878,341</u>	
Subtotal			\$ 29,364,020
Restricted Intergovernmental Revenues:			
Restricted Intergovernmental Revenues	\$	420,501	
Powell Bill - State allocation payment		<u>2,220,065</u>	
Subtotal			\$ 2,640,566
Licenses, Permits, & Fees:			
Other Licenses, Permits & Fees	\$	<u>4,512,792</u>	
Subtotal			\$ 4,512,792
Sales and Services:			
Rescue Service Transport	\$	3,127,484	
Parking Violation Penalties, Leases, and Meters		216,363	
Other Sales and Services		<u>178,386</u>	
Subtotal			\$ 3,522,233
Other Revenues:			
Other Revenue Sources	\$	<u>793,925</u>	
Subtotal			\$ 793,925
Investment Earnings:			
Interest on Investments	\$	<u>500,000</u>	
Subtotal			\$ 500,000
Other Financing Sources:			
Transfer from Greenville Utilities Commission	\$	6,651,919	
Appropriated Fund Balance		1,178,344	
Other Transfers		<u>100,000</u>	
Subtotal			\$ 7,930,263
TOTAL GENERAL FUND REVENUES			<u>\$ 82,013,799</u>

DEBT SERVICE FUND

Powell Bill Fund	\$	73,299	
Occupancy Tax		711,932	
Transfer from General Fund		<u>4,663,703</u>	
TOTAL DEBT SERVICE FUND			<u>\$ 5,448,934</u>

PUBLIC TRANSPORTATION FUND

Operating Grant 2017-2018	\$	1,434,397	
Planning Grant 2017-2018		37,800	
State Maintenance Assistant Program		285,000	
Hammock Source		974	
Convergys		979	
Pitt Community College Bus Fare		9,744	
Bus Fares		255,297	
Bus Ticket Sales		108,149	
Pitt County Bus Service		4,871	
Transfer from General Fund		603,781	
Appropriated Fund Balance		<u>117,399</u>	
TOTAL TRANSPORTATION FUND			<u>\$ 2,858,391</u>

FLEET MAINTENANCE FUND

Fuel Markup	\$	1,222,336	
Labor Fees		1,136,773	
Parts Markup		1,471,233	
Commercial Labor Markup		496,796	
Other Revenue Sources		<u>9,933</u>	
TOTAL FLEET MAINTENANCE FUND			<u>\$ 4,337,071</u>

SANITATION FUND

Refuse Fees	\$	7,449,600	
Extra Pickup		5,400	
Recycling Revenue		10,552	
Cart and Dumpster		94,880	
Solid Waste Tax		<u>58,854</u>	
TOTAL SANITATION FUND			<u>\$ 7,619,286</u>

STORMWATER MANAGEMENT UTILITY FUND

Utility Fee	\$	<u>5,928,998</u>	
TOTAL STORMWATER MANAGEMENT UTILITY FUND			<u>\$ 5,928,998</u>

COMMUNITY DEVELOPMENT HOUSING FUND

Annual CDBG Grant Funding	\$	796,296	
HUD City of Greenville		327,047	
Transfer from General Fund		<u>300,806</u>	
TOTAL COMMUNITY DEVELOPMENT HOUSING FUND			<u>\$ 1,424,149</u>

HEALTH FUND

Employer Contributions - City of Greenville	\$	9,197,718	
Employee Contributions - City of Greenville		991,464	
Retiree Contributions - City of Greenville		1,349,309	
Other Health Sources		1,251,447	
Appropriated Fund Balance		<u>345,752</u>	
TOTAL HEALTH FUND			<u>\$ 13,135,690</u>

FACILITY IMPROVEMENT FUND

Transfer from General Fund	\$	<u>1,542,000</u>	
TOTAL FACILITY IMPROVEMENT FUND			<u>\$ 1,542,000</u>

VEHICLE REPLACEMENT FUND

Sale of Property	\$	227,460	
Transfer from Sanitation Fund		250,000	
Transfer from Other Funds		3,328,636	
Other Revenues		51,000	
Appropriated Fund Balance		<u>1,077,674</u>	
TOTAL VEHICLE REPLACEMENT FUND			<u>\$ 4,934,770</u>

TOTAL ESTIMATED CITY OF GREENVILLE REVENUES			<u>\$ 129,243,088</u>
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SHEPPARD MEMORIAL LIBRARY FUND

City of Greenville	\$	1,232,969	
Pitt County		598,529	
Pitt County-Bethel/Winterville		12,000	
Town of Bethel		30,315	
Town of Winterville		167,780	
State Aid		191,774	
Desk/Copier Receipts		128,775	
Interest		1,000	
Other Revenues		31,500	
Greenville Housing Authority		10,692	
Appropriated Fund Balance		<u>26,946</u>	
TOTAL SHEPPARD MEMORIAL LIBRARY FUND			<u>\$ 2,432,280</u>

PITT-GREENVILLE CONVENTION AND VISITORS AUTHORITY FUND

Occupancy Tax (2%)	\$	1,061,783	
Miscellaneous Revenue		60	
Appropriated Fund Balance		<u>166,641</u>	
TOTAL PITT-GREENVILLE CONVENTION AND VISITORS AUTHORITY FUND			<u>\$ 1,228,484</u>

Section II: Appropriations. The following amounts are hereby appropriated for the operation of the City of Greenville and its activities for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

GENERAL FUND	
Mayor & City Council	\$ 457,998
City Manager	2,077,618
City Clerk	265,083
City Attorney	460,767
Human Resources	2,790,698
Information Technology	2,993,452
Fire/Rescue	14,023,486
Financial Services	2,428,481
Contingency	200,000
Other Post Employment Benefits	500,000
Police	24,750,354
Recreation & Parks	7,573,949
Public Works	9,671,950
Community Development	2,562,292
Capital Improvement	2,100,631
Transfers to Other Funds	10,616,558
Indirect Cost Reimbursement	(1,459,519)
TOTAL GENERAL FUND	<u>\$ 82,013,799</u>
DEBT SERVICE FUND	
Debt Service	\$ 5,448,934
PUBLIC TRANSPORTATION FUND	
Public Transportation	\$ 2,858,391
FLEET MAINTENANCE FUND	
Fleet Maintenance	\$ 4,337,071
SANITATION FUND	
Sanitation Service	\$ 7,619,286
STORMWATER MANAGEMENT UTILITY FUND	
Stormwater Management Utility Fund	\$ 5,928,998



COMMUNITY DEVELOPMENT HOUSING FUND

Community Development Housing/CDBG \$ 1,424,149

HEALTH FUND

Health Fund \$ 13,135,690

FACILITY IMPROVEMENT FUND

Facility Improvement Fund \$ 1,542,000

VEHICLE REPLACEMENT FUND

Vehicle Replacement Fund \$ 4,934,770

TOTAL CITY OF GREENVILLE APPROPRIATIONS \$ 129,243,088

SHEPPARD MEMORIAL LIBRARY FUND

Sheppard Memorial Library \$ 2,432,280

PITT-GREENVILLE CONVENTION AND VISITORS AUTHORITY

Pitt-Greenville Convention and Visitors Authority \$ 1,228,484

Section III: Encumbrances. Appropriations herein authorized and made shall have the amount of outstanding purchase orders as of June 30, 2017, added to each appropriation as it appears in order to account for the expenditures in the fiscal year in which it was paid.

Section IV: Taxes Levied. There is hereby levied a tax rate of 52 cents per one hundred dollars (\$100) valuation of taxable properties, as listed for taxes as of January 1, 2017, for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimates of revenue, and in order to finance the foregoing appropriations.

Section V: Salaries.

(a) Salaries of Elected Officials. The annual salaries of the Mayor, Mayor Pro-Tem, and other members of the City Council shall be as follows:

Mayor	\$ 13,900
Mayor Pro-Tem	\$ 9,600
Council Members	\$ 8,700

(b) Salary Cap of Greenville Utilities Commission Members. Pursuant to Section 4 of the Charter of the Greenville Utilities Commission of the City of Greenville, the monthly salaries of members of the Greenville Utilities Commission shall not exceed the following caps:

Chair	\$ 350
Member	\$ 200

Section VI: Amendments.

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

(b) Notwithstanding Subsection (a) above, the City Manager is authorized to transfer funds from one appropriation to another within the same fund in an amount not to exceed \$10,000. Any such transfers shall be reported to the City Council at its regular meeting and shall be entered in the minutes.

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

Section VII: The Manual of Fees, dated July 1, 2017, is adopted herein by reference.

Section VIII: Motor Vehicle Tax.

(a) Pursuant to the provisions of General Statute 20-97 (b1) and Section 10-3-1 of the Code of Ordinances, City of Greenville, an annual motor vehicle tax in the amount of thirty dollars (\$30) is hereby levied upon any vehicle resident in the city.

Section IX: Community Development. The City Council does hereby authorize grant project funds for the operation of FY 2016-2017 CDBG Entitlement and Community Development Home Consortium programs under the Community Development Block Grant Program and Home Consortium Program for the primary purpose of housing rehabilitation and other stated expenditures.

Section X: Greenville Utilities Commission. The City Council adopts a separate ordinance for the budget of the Greenville Utilities Commission.

Section XI: Distribution. Copies of this ordinance shall be furnished to the City Manager and the Director of Financial Services of the City of Greenville to be kept on file by them for their direction in the disbursement of funds.

ADOPTED this the 8th day of June, 2017.

\_\_\_\_\_  
Allen M. Thomas, Mayor

ATTEST:

\_\_\_\_\_  
Carol L. Barwick, City Clerk

ORDINANCE NO. \_\_\_\_\_  
CITY OF GREENVILLE, NORTH CAROLINA  
2017-18 GREENVILLE UTILITIES COMMISSION BUDGET ORDINANCE

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

Section I. Estimated Net Revenues and Fund Balances. It is estimated that the following non-tax revenues and fund balances will be available during the fiscal year beginning July 1, 2017 and ending June 30, 2018 to meet the subsequent expenditures, according to the following schedules:

	<u>Revenues</u>		<u>Budget</u>
A.	<u>Electric Fund</u>		
	Rates & Charges	\$169,026,175	
	Fees & Charges	1,777,452	
	Miscellaneous	2,295,301	
	Interest on Investments	204,000	
	Total Electric Fund Revenue		\$173,302,928
B.	<u>Water Fund</u>		
	Rates & Charges	\$19,010,430	
	Fees & Charges	359,787	
	Miscellaneous	246,053	
	Interest on Investments	45,000	
	Total Water Fund Revenue		\$19,661,270
C.	<u>Sewer Fund</u>		
	Rates & Charges	\$22,065,490	
	Fees & Charges	304,686	
	Miscellaneous	145,866	
	Interest on Investments	27,000	
	Total Sewer Fund Revenue		\$22,543,042
D.	<u>Gas Fund</u>		
	Rates & Charges	\$33,683,200	
	Fees & Charges	135,176	
	Miscellaneous	156,157	
	Interest on Investments	60,000	
	Appropriated Fund Balance	1,000,000	
	Total Gas Fund Revenue		\$35,034,533
	Total Revenues		\$250,541,773

Section II. Expenditures. The following amounts are hereby estimated for the Greenville Utilities Commission to be expended for managing, operating, improving, maintaining, and extending electric, water, sewer and gas utilities during the fiscal year beginning July 1, 2017 and ending on June 30, 2018, according to the following schedules:

<u>Expenditures</u>		<u>Budget</u>
Electric Fund	\$173,302,928	
Water Fund	19,661,270	
Sewer Fund	22,543,042	
Gas Fund	35,034,533	
Total Expenditures		\$250,541,773

Section III: Capital Improvements. The following Capital Improvements anticipated revenues and project appropriations as listed below in this section are hereby adopted in the fiscal year beginning July 1, 2017.

(a) It is estimated that the following non-tax revenues and long term debt proceeds will be available to fund capital project expenditures that will begin in the fiscal year beginning July 1, 2017.

<u>Capital Projects Revenues</u>	<u>Budget</u>
Electric Fund - Long Term Debt Proceeds	\$2,500,000
Sewer Fund - Long Term Debt Proceeds	6,780,000
Gas Fund - Long Term Debt Proceeds	<u>12,300,000</u>
 Total Revenues	 <u><u>\$21,580,000</u></u>

(b) The following amounts are hereby appropriated for capital projects that will begin during the fiscal year beginning July 1, 2017.

<u>Capital Projects Expenditures</u>	<u>Budget</u>
Electric System Expansion Project	\$2,500,000
Southeast Area Sewer Extensions Project	2,500,000
Sewer Outfall Rehabilitation Phase 4 Project	2,480,000
Regional Pump Station Upgrades Project	1,800,000
High-Pressure Multiple Gas Facilities Relocation Project	9,500,000
NCDOT Southwest Bypass Relocations Project	1,500,000
Firetower Road Widening Project	<u>1,300,000</u>
 Total Capital Projects Expenditures	 <u><u>\$21,580,000</u></u>

Section IV: Amendments.

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

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

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

(d) Capital Projects listed in section III may be amended on an individual project basis.

Section V: Appropriation. The capital project revenue and expenditure authorizations shall extend from year to year until each project is completed.

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

Adopted this the 8th day of June, 2017.

---

Allen M. Thomas, Mayor

Attest:

---

Carol L. Barwick, City Clerk

**RESOLUTION NO. 17-\_\_**  
**RESOLUTION DECLARING THE INTENTION OF THE**  
**CITY COUNCIL OF THE CITY OF GREENVILLE TO REIMBURSE THE**  
**GREENVILLE UTILITIES COMMISSION, OF THE CITY OF GREENVILLE, NORTH**  
**CAROLINA, A BODY POLITIC DULY CHARTERED BY THE STATE OF NORTH**  
**CAROLINA, FROM THE PROCEEDS OF ONE OR MORE TAX EXEMPT**  
**FINANCING FOR CERTAIN EXPENDITURES MADE AND TO BE MADE IN**  
**CONNECTION WITH THE ACQUISITION AND CONSTRUCTION OF CERTAIN**  
**CAPITAL IMPROVEMENTS**

WHEREAS, the Greenville Utilities Commission of the City of Greenville, North Carolina, a body politic duly chartered by the State of North Carolina, (the Commission) has determined to pay certain expenditures (the “Expenditures”) incurred no more than 60 days prior to the date hereof and thereafter relating to the acquisition and construction of certain improvements (collectively, the “Project”) more fully described in Exhibit A attached hereto, consisting of improvements to its electric, gas, sanitary sewer and water systems (collectively, the “System”); and

WHEREAS, the City Council of the City of Greenville, North Carolina (the “City Council”) has determined that those moneys previously advanced by the Commission no more than 60 days prior to the date hereof to pay such Expenditures are available only on a temporary period and that it is necessary to reimburse the Commission for the Expenditures from the proceeds of one or more issues of tax-exempt obligations (the “Debt”);

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL as follows:

Section 1. The City Council hereby declares concurrence with the Commission’s intent to reimburse the Commission from the proceeds of the Debt for the Expenditures made with respect to the Project no more than 60 days prior to the date hereof and thereafter. The City Council reasonably expects on the date hereof that it will reimburse the Commission for the Expenditures from the proceeds of a like amount of the Debt.

Section 2. Each Expenditure was or will be either (a) of a type chargeable to capital account under general federal income tax principles (determined as of the date of the Expenditures), (b) the cost of issuance with respect to the Debt, (c) a non-recurring item that is not customarily payable from current revenues of the System, or (d) a grant to a party that is not related to or an agent of the Commission or City of Greenville, North Carolina (the “City”) so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Commission or City.

Section 3. The principal amount of the Tax Exempt Financing estimated to be issued to reimburse the Commission for Expenditures for the Improvements is estimated to be not more than \$1,854,000.

Section 4. The Commission and the City will make a reimbursement allocation, which is a written allocation by the Commission and the City that evidences the Commission’s

use of proceeds of the Debt to reimburse an Expenditure no later than 18 months after the later of the date on which such Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The City Council recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, certain de minimis amounts, (expenditures by "small issuers" based on the year of issuance and not the year of expenditure), and expenditures for construction projects of at least 5 years.

Section 5. The resolution shall take effect immediately upon its passage.

Adopted this the 8<sup>th</sup> day of June, 2017.

---

Allen M. Thomas, Mayor

ATTEST:

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Carol L. Barwick, City Clerk

**EXHIBIT A****THE IMPROVEMENTS**

The Improvements referenced in the resolution include, but are not limited to, all operating and capital expenditures associated with the purchase of:

2 – ½ ton 4 wheel drive extended cab truck	\$70,000
1 – mini van	32,000
1 – utility terrain vehicle	11,000
1 – ¾ ton 4 wheel drive truck	40,000
7 – compact extended cab	210,000
1 – ½ ton extended cab truck	40,000
2 – ½ ton extended cab CNG truck	94,000
1 – 1 ton dual wheel valve truck	70,000
1 – ½ ton extended cab truck	55,000
2 – electric bucket truck	470,000
1 – digger derick	240,000
1 – forklift	125,000
1 – puller tensioner	175,000
1 – backhoe	120,000
1 – compact excavator	55,000
1 – tractor	47,000
<b><u>Total</u></b>	<b><u>\$1,854,000</u></b>



**RESOLUTION NO. 17-\_\_**  
**RESOLUTION DECLARING THE INTENTION OF THE**  
**CITY COUNCIL OF THE CITY OF GREENVILLE TO REIMBURSE THE**  
**GREENVILLE UTILITIES COMMISSION, OF THE CITY OF GREENVILLE, NORTH**  
**CAROLINA, A BODY POLITIC DULY CHARTERED BY THE STATE OF NORTH**  
**CAROLINA, FROM THE PROCEEDS OF ONE OR MORE TAX EXEMPT**  
**FINANCING FOR CERTAIN EXPENDITURES MADE AND TO BE MADE IN**  
**CONNECTION WITH THE ACQUISITION AND CONSTRUCTION OF CERTAIN**  
**CAPITAL IMPROVEMENTS**

WHEREAS, the Greenville Utilities Commission of the City of Greenville, North Carolina, a body politic duly chartered by the State of North Carolina, (the Commission) has determined to pay certain expenditures (the “Expenditures”) incurred no more than 60 days prior to the date hereof and thereafter relating to the acquisition and construction of certain improvements (collectively, the “Project”) more fully described in Exhibit A attached hereto, consisting of improvements to its electric, gas, sanitary sewer and water systems (collectively, the “System”); and

WHEREAS, the City Council of the City of Greenville, North Carolina (the “City Council”) has determined that those moneys previously advanced by the Commission no more than 60 days prior to the date hereof to pay such Expenditures are available only on a temporary period and that it is necessary to reimburse the Commission for the Expenditures from the proceeds of one or more issues of tax-exempt obligations (the “Debt”);

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL as follows:

Section 1. The City Council hereby declares concurrence with the Commission’s intent to reimburse the Commission from the proceeds of the Debt for the Expenditures made with respect to the Project no more than 60 days prior to the date hereof and thereafter. The City Council reasonably expects on the date hereof that it will reimburse the Commission for the Expenditures from the proceeds of a like amount of the Debt.

Section 2. Each Expenditure was or will be either (a) of a type chargeable to capital account under general federal income tax principles (determined as of the date of the Expenditures), (b) the cost of issuance with respect to the Debt, (c) a non-recurring item that is not customarily payable from current revenues of the System, or (d) a grant to a party that is not related to or an agent of the Commission or City of Greenville, North Carolina (the “City”) so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Commission or City.

Section 3. The principal amount of the Tax Exempt Financing estimated to be issued to reimburse the Commission for Expenditures for the Improvements is estimated to be not more than \$21,580,000.

Section 4. The Commission and the City will make a reimbursement allocation, which is a written allocation by the Commission and the City that evidences the Commission’s

use of proceeds of the Debt to reimburse an Expenditure no later than 18 months after the later of the date on which such Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The City Council recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, certain de minimis amounts, (expenditures by "small issuers" based on the year of issuance and not the year of expenditure), and expenditures for construction projects of at least 5 years.

Section 5. The resolution shall take effect immediately upon its passage.

Adopted this the 8<sup>th</sup> day of June, 2017.

---

Allen M. Thomas, Mayor

ATTEST:

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Carol L. Barwick, City Clerk

**EXHIBIT A**

**THE IMPROVEMENTS**

The Improvements referenced in the resolution include, but are not limited to, all operating and capital expenditures associated with the purchase, design and construction of:

Electric System Expansion	\$2,500,000
Sewer Outfall Rehabilitation Phase 4	2,480,000
Regional Pump Station Upgrades	1,800,000
Southeast Area Sewer Extensions	2,500,000
NCDOT Southwest Bypass Relocations	1,500,000
Firetower Road Widening	1,300,000
High-Pressure Multiple Gas Facilities Relocation	9,500,000
	<u>\$21,580,000</u>



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# ***CITY OF GREENVILLE MANUAL OF FEES***

**JULY 1, 2017**

**Document Number 1052874-v1**

## **TABLE OF CONTENTS**

	<b>Page Number(s)</b>
<b>Introduction</b>	<b>1</b>
<b>Administrative Fees</b>	<b>2</b>
<b>Animal Protective Services Fees</b>	<b>3</b>
<b>Cemetery Fees</b>	<b>4</b>
<b>Code Enforcement Fees</b>	<b>5</b>
<b>Equipment Rental Rates</b>	<b>6</b>
<b>Engineering Fees</b>	<b>7-8</b>
<b>Fire/Rescue Fees</b>	<b>9-10</b>
<b>Information Technology Fees</b>	<b>11</b>
<b>Inspections Fees</b>	<b>12-14</b>
<b>Parking Fees</b>	<b>15</b>
<b>Parking Penalties</b>	<b>16-17</b>
<b>Planning Fees</b>	<b>18-19</b>
<b>Police Fees</b>	<b>20-21</b>
<b>Public Transportation Fees</b>	<b>22</b>
<b>Publications Fees</b>	<b>23</b>
<b>Recreation &amp; Parks Fees</b>	<b>24-31</b>
<b>Bradford Creek Public Golf Course</b>	<b>32</b>
<b>Greenville Aquatics &amp; Fitness Center (GAFC)</b>	<b>33</b>
<b>Sanitation Fees</b>	<b>34</b>
<b>Stormwater Fees</b>	<b>34</b>
<b>Streets Fees</b>	<b>35</b>
<b>Taxicab Fares</b>	<b>36</b>
<b>Taxicab Zone Fares</b>	<b>37-38</b>

## **INTRODUCTION**

The Manual of Fees represents the compilation into one document of the fees and charges established by the City Council. Revisions may be made in this Manual as fees and charges are subsequently amended, established, or altered BY City Council.

The Manual of Fees was first printed on March 12, 1981. The Manual of Fees was repealed by the City Council and a new Manual of Fees was adopted on June 9, 1983 by Ordinance 1280. Annually, the Manual of Fees is amended by the ordinance for that year.

The Manual of Fees was amended by the City Council on June 8, 2017 by Ordinance 17-

## **ADMINISTRATIVE FEES**

Service	Fee
Beer & Wine License	
On-premises License	\$30.00
Off-premises License	\$15.00
Copies	
Any Information Not Specifically Listed	\$0.25/page for each page over 7 pages
Requiring Research of Council, Board, or Commission Minutes 20 Years and Older	\$2.00/page for each page over 7 pages
Video Copy Fee	\$15.00
Video Mailing Fee (to Cover Postage & Envelope)	\$3.00
Flag Sales	Varies: Cost plus 10% plus tax
Motor Vehicle Fee	\$30.00
Notary Service	
1 Signature	\$3.00
2 Signatures	\$4.00
3 Signatures	\$5.00
Rental of Council Chambers (3-hour minimum)	Actual Staff Cost (\$150.00 Minimum)
Returned Check Fee	\$25.00

## ANIMAL PROTECTIVE SERVICES FEES

Service	Fee
<b>Animal Protective Services Civil Penalties</b>	
Animal Noise	\$100.00
Public Nuisance	\$25.00
Cruelty to Animals	\$50.00/1st Offense \$100.00/2nd Offense \$150.00/3rd Offense
Failure to Acquire Rabies Vaccination	\$50.00/1st Offense \$100.00/2nd Offense \$150.00/3rd Offense
Lack of Restraint by Chain or Leash (Leash Law Violation)	\$50.00/1st Offense \$100.00/2nd Offense \$150.00/3rd Offense
Unkept Kennels or Pens	\$25.00/1st Offense \$50.00/2nd Offense \$75.00/3rd Offense
All Other Sections	\$15.00
<b>Exotic Animal Fees</b>	
Circus, Exhibitions, Shows	\$250.00
Pet Store Permit	\$150.00
Individual Permit	\$75.00



## **CEMETERY FEES**

<b>Service</b>	<b>Fee</b>
Grave/Crypt Opening & Closing	\$450.00
Cremation Niche Opening & Closing	\$150.00
Wait Time Per Hour	\$50.00
Tree Removal	\$50.00
Shrubbery Removal Per Lot	\$50.00
Crypt/Mausoleum Installation Permit	\$100.00
Monument Permit **	\$40.00
Certification of Cemetery Lot	\$10.00
Trading or Resale of Cemetery Lot	\$25.00
Copy of Lot Ownership When Original Deed Is Lost	\$10.00

\*\*A permit for a government-issued Veteran's flush-mounted foot marker is required, but the permit fee will be waived for the foot marker. (Foot marker only; the fee will apply to government-issued headstones.) Prices are for Monday through Friday, 8 AM - 5 PM. For grave opening/closing before 8 AM and after 5 PM Monday through Friday, holidays, Saturdays, and Sundays, add \$50 per grave. Wait time will be billed at the rate of \$50 per hour when the funeral director does not comply with the scheduled closing time as indicated on the "Request for Opening/Closing Grave".

<b>Sale of Cemetery Spaces</b>	<b>City Resident</b>	<b>Non Resident</b>
Single Grave Lot	\$550.00	\$750.00
Four Grave Lot	\$2,200.00	\$3,000.00
Eight Grave Lot	\$4,400.00	\$6,000.00
Inside Mausoleum Space	\$5,000.00	\$5,200.00
Outside Mausoleum Space	\$2,500.00	\$2,700.00
Outside Cremation Niche Space	\$1,750.00	\$1,950.00
Hillside West Mausoleum Space	\$2,000.00	\$2,200.00

Grave lots are no longer available in Cherry Hill and Brownhill Cemeteries.

**CODE ENFORCEMENT FEES**

Specific Offenses	Fee
<b>Closing or Securing Vacated and Closed Buildings</b>	
Each Day Violation Continues	\$50.00 civil citation
<b>Minimum Housing Code</b>	
1st Offense	\$50.00
2nd Offense in Calendar Year	\$100.00
3rd Offense in Calendar Year	\$250.00
Each Subsequent Offense After the Third Offense	\$250.00
<b>Parking on Unimproved Surfaces</b>	
	\$25.00 per day
<b>Signs, Banners, Occupancy Violations</b>	
1st Offense	\$50.00
2nd Offense in Calendar Year	\$100.00
3rd Offense in Calendar Year	\$250.00
3rd and Subsequent Offenses within 12-Month Period	\$250.00
<b>Weeds, Vegetation and Other Public Health Nuisances</b>	
1st Offense	\$50.00 + Administrative Fee
2nd Offense in Calendar Year	\$100.00 + Administrative Fee
3rd Offense in Calendar Year	\$250.00 + Administrative Fee
Administrative Fee	\$50.00
Administrative Filing Fee for Grass Liens	\$10.00

**EQUIPMENT RENTAL RATES**

VARIOUS DESCRIPTION	RENTALS (HOURLY)		
	NCDOT	FEMA	CITY
Truck, Pickup	10.18	14.00	12.22
Sport Utility Vehicle	4.06	14.00	9.86
Truck, 10,000 GVW Utility Body	10.06	20.00	12.07
Truck, 10,000 GVW w/Crew Cab	8.60	20.00	17.01
Truck, 24,000 GVW, SWB, Dump	14.40	25.00	25.25
Truck, 50,000 GVW, Tandem	25.25	60.00	61.54
Tractor, Wheel 30 to 40 DBHP	28.75	39.00	52.88
Tractor, Backhoe & Loader	18.31	23.50	43.75
Tractor, Crawler	44.69	65.00	53.63
Grader, Motorized 25,000 lb & up	30.45	58.00	36.54
Street Sweeper, Dual Vacuum	69.00	59.00	125.00
Air Compressor 750 CFM	9.27	20.00	11.12
Bucket Truck, 36 Feet	19.30	15.35	61.53
Bucket Truck, 47 Feet	19.30	15.35	61.53
Bucket Truck, 65 Feet	35.63	15.35	72.25
Excavator HYD Backhoe	40.85	65.00	80.27
Loader, Wheel	28.38	40.00	34.06
Mixer, Concrete	3.00	3.00	3.60
Mower, Rotary Flail	23.00	26.40	27.60
Mower, Flail Boom	23.00	27.71	27.60
Mower, Riding	13.54	13.54	16.24
Trailer 15 Ton Low Bed	9.75	10.25	11.70
Pump, Water 3" Centrifugal	4.88	4.10	5.86
Brush Chipper	20.38	16.00	24.46
Sprayer, 3PT Hitch	19.10	4.00	22.92
Stump Cutter	10.75	11.82	12.90
Welder	4.88	5.00	5.86
Spreader Body 5 CY	6.45	5.50	11.86
Snow Plow	32.75	38.00	39.30
Concrete Saw	6.00	6.00	7.20
Fork Lift	21.63	23.00	25.96
Soil Compactor Hand Held	3.00	11.00	3.60
Chain Saw w/12" to 16" Bar	1.50	1.75	1.80
Chain Saw w/17" to 26" Bar	3.00	3.20	3.60
Cutoff Saw	1.50	2.87	1.80
Brush Cutter, Hand Held	1.60	3.30	1.92
Sand Blaster	15.10	22.00	18.12
Traffic Line Striper	29.50	37.00	35.40
Striper	10.10	3.35	12.12
Line Grinder	8.40	9.00	10.08

## ENGINEERING FEES

Service	Fee
Grading Permit	\$100.00 per acre of land disturbing activity
Street Closings (Right of Way Abandonments)	\$600.00 per street plus \$100/each additional street or portion thereof
Right of Way Encroachment Agreements	\$500.00*

\*No fee when the City of Greenville provides funding for either wholesale or partial improvements that require an encroachment agreement through the Neighborhood Grant Program.

Driveway (Single-Family and Duplex)	\$30.00
Driveway (Multi-Family and Commercial)	\$45.00 for 1st + \$20.00 each additional
Re-Inspection	\$75.00 for 1st + \$125.00 each additional
After Hours Inspection Fee	\$100.00 per hr with 2 hr minimum

### **Traffic Engineering**

Handicapped Signs	\$18.00
Maximum Penalty Signs	\$8.00
Maximum Penalty Stickers	\$3.00
Van Accessible Signs	\$8.00
Barricade Delineator (Left or Right)	\$13.00

### **2-Way Street Name Signs**

	For 9"	For 6"
(Under 36")	\$58.00	\$50.00
(36" - 48")	\$74.00	\$60.00
(49" - 60")	\$90.00	\$75.00

### **4-Way Street Name Signs**

	For 9"	For 6"
(Under 36")	\$91.00	\$75.00
(36" - 48")	\$123.00	\$99.00
(49" - 60")	\$156.00	\$118.00
Over 60"	\$188.00	\$132.00

No Parking-Fire Lane Sign	\$18.00
Community Watch Sign	\$20.00

**ENGINEERING FEES**

<b>Service</b>	<b>Fee</b>
11' Channel Post	\$23.00
12' Channel Post	\$26.00
14' Channel Post	\$38.00
10' Aluminum Pole	\$36.00
Hardware (1 set)	\$2.00
<b>Color CAD/GIS Maps</b>	
City Map (1" = 1000')	\$30.00
City Map (1" = 1500')	\$25.00
City Map (1" = 2000')	\$20.00
GIS (8 1/2" x 11")	\$5.00
GIS (11" x 17")	\$17.00
GIS (30" x 42")	\$30.00
Special Map Requests	\$20.00
<b>Blueprint/Photocopy</b>	
Planimetric (1" = 100')	\$10.00
Topos (1" = 100')	\$10.00
Topos (1" = 200')	\$15.00
City Map (1' - 1000')	\$10.00
City Map (1' - 2000')	\$5.00
<b>Printing/Miscellaneous Photocopies</b>	
Bond (20" x 24") Small	\$3.00
Vellum (20" x 24") Small	\$4.00
Film mylar (20" x 24") Small	\$8.00
Bond (24" x 36") Medium	\$4.00
Vellum (24" x 36") Medium	\$5.00
Film mylar (24" x 36") Medium	\$10.00
Bond (30" x 42") Large	\$5.00
Vellum (30" x 42") Large	\$8.00
Film mylar (30" x 42") Large	\$15.00
Small Photocopies (8 1/2" x 11", 8 1/2" x 14")	\$0.25/page over 7 pages; \$2.00 minimum
Photocopies (11" x 17")	\$1.00
Shipping	\$3.00

## **FIRE/RESCUE FEES**

<b>Service</b>	<b>Fee</b>
Extraction Tank Permit	\$125.00/tank
Installation Tank Permit	\$150.00/tank
Re-piping Permit	\$50.00
Tank Abandonment	\$50.00/tank
Follow-up Tank Inspection	\$50.00
Burn Permit: Open Burning except that there shall be no fee for flag retirement ceremony when conducted by a nonprofit veterans organization	\$50.00
Permits: Fair/Carnival, Tents, Explosives, Pyrotechnics, Fumigate/Fogging, Exhibits, Trade Shows	\$50.00
Permits: Mall Displays, Private Fire Hydrant	\$50.00
<b>EMS Basic Transport Fee:</b>	
BLS	\$0.00
BLS - Emergency	\$375.00
ALS	\$0.00
ALS - Emergency	\$475.00
ALS 2	\$0.00
Oxygen Delivery	\$30.00
No Transport/Treatment Fee	\$100.00
No Transport/Treatment Fee (ALS)	\$200.00
Head Immobilization	\$30.00
Ground Mileage, Per Statute Mile	\$9.00
<b>EMS Dedicated Standby</b>	
Unit & Crew	\$100.00/hr.
Crew Only	\$35.00/hr.
<b>ETJ Business Inspections (Except for Those Under Fire Protection Contracts (Initial Inspection):</b>	
Minimum	\$60.00
Hourly	\$30.00

## **FIRE/RESCUE FEES**

Service	Fee
<b>State-Required Inspection for Licenses:</b>	
In City Limits	\$50.00/per building
In ETJ	\$80.00/per building
<b>Special Requested Business Inspection:</b>	
In City Limits	\$50.00
In ETJ	\$80.00
<b>Special Requested Business Inspection with plan reviews</b>	
In City Limits	\$60.00/per system
In ETJ	\$90.00/per system
<b>Sprinkler Review and Field Test</b>	
In City Limits	\$100.00/per system
In ETJ	\$130.00/per system
<b>Sprinkler Review and Field Test Follow up (Re-inspection)</b>	
In City Limits	\$50.00
In ETJ	\$65.00
<b>City Code Violation</b>	\$50.00
<b>Life Safety Violation</b>	
1st Offense	\$100.00
2nd Offense	\$250.00
3rd Offense	\$500.00
Hazardous Materials Spills	\$30.00 per man-hour
Fire Inspection Follow-Up (Re-Inspections)	\$50.00
Extrication/Disentanglement Fee	\$250.00
<b><i>Fire Protection Service: The following formula is hereby established for determining the extraterritorial fire protection fee each fiscal year: Total property value divided by 100 multiplied by 10% equals the billed amount. In no event shall the annual cost of service under this agreement exceed the sum of \$50,000.</i></b>	

## INFORMATION TECHNOLOGY FEES

Service	Fee
<b>Provide Existing Database Information</b>	
8.5" x 11" Computer Paper	\$0.25/page for each page over seven pages
<b>Digital GIS - Non-Profit/Public User</b>	
Per Layer (CDROM)	\$25.00
Citywide Layers (CDROM)	\$25.00
<b>Digital GIS - Commercial User</b>	
Per Layer (CDROM)	\$100.00
Citywide Layers (CDROM)	\$500.00
AS400 Magstar Tape Cartridge	\$80.00
Service Charge for Research Labor	\$75.00
<i>No charge if less than one hour of research</i>	



## INSPECTIONS FEES

Service	Fee
---------	-----

<b>Square Footage Costs of Construction</b>	
<b>Type Construction</b>	Rate: \$/Sq. Ft.
<b>Commercial</b>	\$100.00
<i>General</i>	
Multi-Family (Apartments, Townhouses, Condos)	\$80.00
Shell (Exterior Walls, Roof, Floor Slab or Some Combination Thereof)	\$50.00
<b>Residential</b>	
Single-Family and/or Duplex	\$75.00
Addition (Commercial or Residential)	\$55.00
Storage Building	\$30.00

Example: (Actual Square Footage) x (Square Footage Cost) = Computed Construction Cost; 1970 square feet x \$50.00 per square foot = \$98,500

### **Building Permit Fees**

**Service:** Single-family, multi-family, multi-family additions, multi-family alterations, commercial, commercial additions, commercial alterations, industry, industry additions, industry alterations, church, hotel/motel and roofing.

**Service:** New duplex, duplex additions, duplex alterations, residential additional, residential alterations, new storage additions, storage alterations, new garage/carports, garage/carport additions, garage/carport alterations, swimming pools and signs.

<b>Computed Costs of Construction</b>	
100 to 5,000	\$50.00
5,001 to 15,000	\$75.00
15,001 to 30,000	\$100.00
30,001 to 50,000	\$140.00
50,001 to 75,000	\$180.00
75,001 to 100,000	\$250.00
100,001 & over	250.00 + \$3.00/\$1,000 over \$100,000

Example: Computed Cost = \$120,000; Permit Fee = \$250 plus \$3 x 20 = \$310.00

## INSPECTIONS FEES

Service	Fee
<b>Other Permit Fees</b>	
Sewer, Septic Tank, Gas and Water	\$50.00
Insulation (Insulation Work Only)	\$50.00
Demolition	\$100.00
Driveway (Single-Family and Duplex)	\$30.00
Driveway (Multi-Family and Commercial)	\$45.00
Plumbing (Per Fixture)	For 1st, plus \$20.00 each additional \$7.00 each w/minimum of \$50.00
Lawn Irrigation w/ New Construction (Considered a Per Fixture)	\$6.00
Lawn Irrigation Existing Property	\$25.00
Mechanical (per unit) up to 5 Tons	\$100.00
Mechanical (per unit) Over 5 Tons	\$200.00
Mobile Home	\$50.00
Day Care Inspection	\$100.00/unit
Group Home Inspection	\$100.00/unit
Change of Occupancy Review	\$50.00/unit
Occupant Load Card	\$50.00 to calculate \$20.00 for card replacement
Off Six Months Minimum Housing	\$35.00
House Moving	\$125.00
Tent	\$40.00
Sprinkler Systems (1 & 2 Family Structures)	\$100.00
Refrigeration, Installation & Repair	\$50.00/unit
Off Six Months Gas	\$35.00
<b>Electrical Permits</b>	
<b>Commercial</b>	
<i>General</i>	\$.08/sq. ft. for 1st 6,000 sq. ft. plus \$.04/sq. ft. over 6,000 sq. ft. each floor
Hospitals, Hotel/Motel, Business Occupancies, Industrial, & Manufacturing (Service Equipment Included)	
Commercial Storage and Warehouse, Farm Buildings (Up to 75 outlets) (Service Equipment Included)	\$65.00/Flat Fee

## INSPECTIONS FEES

Service	Fee
<b>Residential</b>	
<i>General</i>	
Single-Family, Duplex, Multi-Family (Apts., Townhomes, and Condominiums) (Service Equipment Included)	\$.08/sq. ft. each floor
Example: (Actual Square Footage) x (Square Footage Cost) = Permit Fee; 1970 Square Feet x \$ .06 Square Feet = \$118.20 Actual Permit Cost	
Mobile Homes/Office Trailer Services	\$50.00
Change of Electrical Service	\$50.00
Temporary Construction Service	\$50.00
Signs (electrical)	\$50.00
Pole Service	\$50.00
Swimming Pool	\$50.00
Mobile Home Park Pedestal	\$50.00
Minimum: Up to 20 Outlets (Storage Buildings, Additions, Additional Circuits, Dryers, HVAC, etc.)	\$50.00
<b>NOTE: Over 20 outlets use appropriate square footage rate.</b>	
<b>NOTE: Service Fees below apply to all Inspections Division Fee areas:</b>	
Re-inspection	\$75.00 for 1st time, \$125.00 each time after
After Hours Inspection Fee	\$100.00 per hr. w/ 2 hr. minimum
Temporary Utility Permit	\$75.00
Penalty Fee (Minimum)	\$100.00
Technology Fee (per permit)	\$10.00

## **PARKING FEES**

Service	Fee
<b>Leased Parking</b>	
Monthly Rates:	
Single Space in Paved Lot	According to Lease Agreement
Single Space in Unpaved Lot	According to Lease Agreement
Contractor (Maximum 4 Spaces/Month)	According to Lease Agreement
E-Tag Limited Time Zone Parking	\$75 per year
Merchant Lot # 1*	\$52.00 per month/per space
Harris Lot # 10*	\$52.00 per month/per space
Courthouse Lot # 4*	\$52.00 per month/per space
Crepe Myrtle Lot # 5	N/A
Blount Harvey Lot # 6*	\$52.00 per month/per space
Edwards Lot # 7*	\$52.00 per month/per space
Holiday Lot # 8	N/A
Hooker Lot # 9	Operated by Evans Street Property
Greene Street Lot	City of Greenville Employee Only Parking
Parking Deck	Metered Parking - \$0.75 per hour / \$6 per day

\*Each Space Increases by \$2.00 Per Year

### USE OF FIVE POINTS PLAZA PARKING LOT - UPTOWN GREENVILLE

The City of Greenville welcomes persons, organizations or groups to use the Five Points Plaza for various purposes provided that the proposed use enhances the vibrancy of the Uptown District and generates increased patronage of the Uptown businesses and venues. The nature and scheduling of all activities must be approved by the *Five Points Plaza Activities Committee*. A "Special Event Permit Application" must be completed and signed by the applicant. Applications may be submitted online through the City's website by visiting [www.greenvillenc.gov/fivepoints](http://www.greenvillenc.gov/fivepoints) or a hardcopy may be picked up at Greenville City Hall, 200 West Fifth Street.

The application packet contains "*Rules for Use of the Five Points Plaza*", a listing of other information and documents required as a part of the application process, and the fees associated with the use of Five Points Plaza. Applications must be submitted a maximum of 10 months prior to the event and a minimum of 4 months (120 days) prior to the event. Please allow fourteen days from the submission date of the application packet for review and approval processes by the committee. All fees are due at the time application is made and are refundable should the request be denied, less a \$25 non-refundable processing fee.

**PARKING PENALTIES**

Service	Fee
<b>Overtime Parking Downtown</b>	
If Paid Within 10 Calendar Days - First Offense	\$5.00
If Paid Within 10 Calendar Days - Second Offense	\$10.00
If Paid Within 10 Calendar Days - Third Offense (and thereafter)	\$20.00
If Paid Between the 11th Calendar Day After Issuance and the 30th Day	\$10.00
If Paid After 30 Days	\$15.00
<b>Overtime Parking Residential &amp; All Areas Not Otherwise Designated</b>	
If Paid Within 10 Calendar Days	\$20.00
If Paid Between the 11th Calendar Day After Issuance and the 30th Day	\$35.00
If Paid After 30 Days	\$50.00
<b>Illegal Parking Downtown</b>	
If Paid Within 10 Calendar Days	\$15.00
If Paid Between the 11th Calendar Day After Issuance and the 30th Day	\$20.00
If Paid After 30 Days	\$25.00
<b>Illegal Parking Residential &amp; All Areas Not Otherwise Designated</b>	
If Paid Within 10 Calendar Days	\$20.00
If Paid Between the 11th Calendar Day After Issuance and the 30th Day	\$35.00
If Paid After 30 Days	\$50.00
Residential Parking Permit Decals	\$5.00 per decal/per year
Duplicate Residential Parking Permit Decals	\$5.00
<b>Parking in a Fire Lane</b>	
If Paid Within 10 Calendar Days	\$50.00
If Paid Between the 11th Calendar Day After Issuance and the 30th Day	\$65.00
If Paid After 30 Days	\$80.00

## **PARKING PENALTIES**

Service	Fee
<b>Designated Handicap Spaces</b>	
If Paid Within 10 Calendar Days	\$100.00
If Paid Between the 11th Calendar Day After Issuance and the 30th Day	\$150.00
If Paid After 30 Days	\$200.00
If Paid After 60 Days	\$250.00
Parking on Unimproved Surface	\$25.00 per occurrence
<b>Penalties for Violation of Traffic Regulations</b>	
All Violations of Articles D through K of Title 10, Chapter 2 of Ordinance #00-111, Unless Otherwise Specified	\$50.00
<b>Parking Fees Meters</b>	
City Meters - Single Post	\$0.25
Multi-Space	
1-Hour Limit	\$0.75
2-Hour Maximum	\$1.50

## PLANNING FEES

Service	Fee
Preliminary Plat	\$550 base fee \$50 per acre or additional major fraction thereof <b>Min \$600</b>
Final Plat (Including Minor Subdivisions)	\$440 base fee plus \$50 per acre or additional major fraction thereof <b>Min \$490</b>
Rezoning	\$550 base fee plus \$50 per acre or additional major fraction thereof <b>Min \$600</b>
Board of Adjustment Case	\$385 flat fee for residential related special use permits included under Sec 9-4-78 (f)(2) & (3); \$50 flat fee for an appeal of an administrative decision to issue a citation for parking on an unimproved surface as a violation of a parking area surface material requirement as set forth in Section 9-4-248 (a): All other cases <b>\$500 flat fee</b> ; refund of Appeals of Administrative Decisions or Interpretation case fee where the Board of Adjustment finds in favor of the applicant
Board of Adjustment Renewal Case	\$275.00
Special Use Permit Renewals for Public or Private Clubs and Billiard Parlors or Pool Halls in any Zoning District	
Site Plan	\$495 base fee plus \$50 per acre or additional major fraction thereof <b>Min \$545</b>
Landscape Plan	1st Inspection: \$110 base fee plus \$25 per acre or additional major fraction thereof ( <b>\$150 minimum</b> ) not to exceed \$500; Each additional inspection, \$75 flat fee
<b>NOTE: Planning fees are based on the minimum charge</b>	

## **PLANNING FEES**

Service	Fee
Preliminary Plat - Minor Alterations	\$330.00 Flat Fee
Final Plat - Minor Alterations	\$330.00 plus 30/sheet
Site Plan - Minor Alterations	\$330.00 Flat Fee
Landscape Plan - Minor Alterations	\$165.00 Flat Fee
Landscape Plan Inspection	\$210.00
Street Name Change	\$440.00 Base Fee + \$10.00/certified notice
Amendments (Zoning/Subdivision Text, Comprehensive Plan)	\$495.00 Flat Fee
Annexation; Petition (voluntary)	\$440.00 Flat Fee
Planning & Zoning Commission Special Use Permit (Planned Unit Development-PUD; Land Use Intensity-LUI)	\$880.00 Flat Fee
Zoning Certificate Letter	\$25.00 Flat Fee
Certificate of Appropriateness (COA) Major Works	\$20.00 Flat Fee
Certificate of Appropriateness (COA) Major Works - After the Fact	\$75.00
<b><u>Maps from the Planning Department:</u></b>	
Small	\$20.00
Medium	\$25.00
Large	\$35.00
Special Request (May Require Multiple Data Layers) If the time exceeds 30 minutes in designing a special request map, then a programming fee of \$25.00 per hour will be applied and \$25.00 for each subsequent hour.	



**POLICE FEES**

Service	Fee
Accident Report	
First Copy Only for Driver/Individual Involved	No Charge
Additional Accident Copies and all Incident Copies	\$5.00
Mail Order Requests (Fee to Cover Postage, Envelope, Stationery and Storage)	Additional \$5.00
Alarm Permit	
First Year	\$15.00
Subsequent Years	\$5.00 per year
Crosswalk Enforcement Zone Violation	
If Paid Within 10 Calendar Days	\$20.00
If Paid Between the 11th Calendar Day After Issuance and the 30th day	\$35.00
If Paid After 30 Days	\$50.00
Demolition Security	\$50.00
Fingerprinting	\$15.00
House Moving	\$50.00
Outdoor Amplified Sound (Noise) Permit	\$50.00
Parade Permit	\$50.00
Parade Staffing*	\$37.75/per hour per Officer Minimum of 3 hours per parade
*There shall be no fee for parade staffing and off-duty officers for the Christmas Parade, ECU Homecoming Parade, C.M. Eppes Alumni Parade, Martin Luther King, Jr., Day March, and PirateFest.	\$25.00/per vehicle per parade
Solicitation Permit	\$30.00
Street Blocking Application	\$25.00
Taxicab Annual Inspection	\$20.00
Taxi License Initial Application	\$30.00
Taxi License Renewal Application	\$19.00

## POLICE FEES

Service	Fee		
Peddler's License Application Fee	\$60.00 + \$14.00 money order		
Itinerant Merchant License	\$374.00		
Itinerant Merchant License Renewal	\$219.00		
Towing Administrative Fee	\$30.00		
Towing Operator Inspection Fee	\$25.00		
Wrecker	\$20.00		
<b>Off-Duty Fee</b>	<b>Officer</b>	<b>Supervisor</b>	<b>Premium</b>
Rate Paid to Employee by City	\$32.00	\$37.00	\$42.00
Administrative Fee	\$3.00	\$3.00	\$3.00
Extra Duty Solution (EDS)	\$2.75	\$3.15	\$3.53
Total	\$37.75	\$43.54	\$48.53
<b>Police Athletic League (PAL) After-School Program</b>			
One Semester			\$50.00
Two Semesters			\$80.00
Summer Camp			\$50.00
Spring Break			\$25.00
Late Pick-up Fee			\$5.00 - \$10.00
<b>Precious Metals Dealer</b>			
Dealer Fee			\$180.00
Background Fee			\$38.00
<b>Precious Metal Dealer - Co-owner Supplement</b>			
Background Fee			\$38.00
<b>Precious Metal Dealer - Employee Registration Form</b>			
Background Fee			\$38.00
Each Subsequent Year			\$10.00
			\$38.00 + \$3.00

## PUBLIC TRANSPORTATION FEES

Service	Fee
<b>Bus Fares</b>	
Elderly & Handicap	\$0.50
Regular	\$1.00
Transfers	Free
Bus Passes/Ticket Book Transfers	Free
<b>Bus Passes</b>	
44 Rides (Elderly & Handicap)	\$20.00
22 Rides (Elderly & Handicap)	\$10.00
44 Rides (Regular)	\$40.00
22 Rides (Regular)	\$20.00
Day Pass (Regular)	\$2.00
Day Pass (Elderly & Handicap)	\$1.00
<b>Kid's Summer Pass (Ages 6 to 16)</b>	\$15.00
<b>*Paratransit Per Trip</b>	\$2.00
* These riders must be unable to access the GREAT Bus due to disability.	

**PUBLICATIONS FEES**

Service	Fee
Audit	\$25.00
Budget	\$25.00
Capital Improvement Program	\$15.00
City Code	\$125.00
City Code Supplement	\$30.00
Comprehensive Plan (on disk)	\$40.00
Driveway Ordinance	\$3.00
Economic Base Report	\$15.00
Erosion Control Ordinance	\$3.00
Flood Damage Prevention Ordinance	\$3.00
Landscape Ordinance	\$5.00
Land Development Ordinance (on disk)	\$10.00
Manual of Fees	\$10.00
Manual of Standard Designs and Details (MSDD)	\$15.00
MSDD Shipping Fee	\$3.00
Minority/Women Business Enterprise (MWBE) Directory	\$25.00
Noise Ordinance	\$5.00
Parking Ordinance	\$5.00
Pay Plan	\$5.00
Personnel Policies Manual	\$10.00
Purchasing Procedures Manual	\$10.00
Reports, manuals, and other official documents not listed	\$10.00
Schedule of Traffic Regulations	\$30.00
Special District Report	\$5.00
Storm Drainage Ordinance	\$1.50
Street List	\$3.00
Subdivision List	\$3.00
Subdivision Ordinance	\$10.00
Zoning Ordinance	\$40.00
Zoning Ordinance Supplements	\$10.00
MSDD (shipping)	

## **RECREATION & PARKS FEES**

<b>Service</b>	<b>Fee</b>
<b>River Park North</b>	
Pedal Boat Rental Individual	\$4 / 30 minutes
Group Pedal Boat Rental	\$35 - hour R / \$50 - hour NR
Science & Nature Center Admission	\$10 / \$3 NR Under 12 / \$2 / \$3 NR 12 & Over
Boat Launch Fees	\$2 R / \$4 NR
Camping Fee	\$4 R / \$8 NR plus \$10 per campsite
Jon Boat Rental	\$7 - 3 hours R / \$10 - 3 hours NR
Fishing Permit	
Annual	\$12 R / \$20 NR
Daily	\$1.50 R / \$3 NR
Lifetime Senior Fishing Pass	\$15
Permanently Disabled Public or Veteran Lifetime License	\$10 / lifetime
Large Shelter Reservation	Half Day \$30 R; \$45 NR Full Day \$60 R; \$90 NR
Small Shelter Reservation	Half Day \$20 R; \$30 NR Full Day \$40 R; \$60 NR
Cleanup Fee	\$50.00
Kayak Rental Individual	\$9 - 3 hours R / \$12 - 3 hours NR
Group Kayak Rental	\$35 - hour R / \$50 - hour NR
RPN Enclosed Camping Platform	\$20 - night R / \$30 - night NR
RPN Platform Gear Transport Fee	\$10
<b>Adult Recreation and Fitness</b>	
Karate/Self Defense	\$0 - \$200 R / \$0 - \$300 NR
Weightlifting	
Ladies Exercise	
Adult Dance	
<b>Riverbirch Tennis Center</b>	
Adult Tennis Lessons	\$0 - \$200 R / \$0 - \$300 NR
Youth Tennis Lessons	\$0 - \$50 R / \$0 - \$75 NR

## **RECREATION & PARKS FEES**

<b>Service</b>	<b>Fee</b>
<b>Sports Connection</b>	
Entrance (Walk-Ins)	\$1 - \$150 R / \$1 - \$225 NR
Individual Gym Fee	
Entire Gym	\$50 - 1.5 hours R / \$75 - 1.5 hours
Court Rental	\$10/hour for half court R / \$15/hour for half court NR
Tokens for Batting Cage (1-12 rounds)	\$.50 - \$2.00 each
Pitching / Hitting Lessons Packages	\$20 - half hour R / \$30 - half hour NR
Concessions/Birthday Parties	\$100 - \$300 R / \$150 - \$450 NR
Basketball Clinics	\$1 - \$150 R / \$1 - \$225 NR
Soccer Clinics	\$1 - \$150 R / \$1 - \$225 NR
Teen Programs	\$1 - \$150 R / \$1 - \$225 NR
<b>Art Classes</b>	
	\$20 - \$250 R / \$30 - \$375 NR
Youth Arts & Crafts	
Ceramics Classes	
Potters Club	
Drawing & Painting	
Decorative Arts	
Fiber Arts	
Dance	
<b>Public Outdoor Pool (Community Pool) Admission</b>	
	\$1.50-\$2.50 Daily R / \$10-\$50 Season Pass R
	\$2.25-\$3.25 Daily NR / \$15-\$55 Season Pass NR
Swimming Lessons	\$20 - \$100 R / \$30 - \$150 NR
Instructor Training Life Guarding	\$100 - \$300
<b>Youth Sports</b>	
	\$0 - \$90 R / \$0 - \$130 NR
Greenville Jr. Champ	
Youth Basketball	
Running/Track and Field Programs	
Youth Indoor Soccer	
Future Stars Soccer	
Youth Flag Football	
Small Fry/Big Fry Baseball	
Mini Fry Baseball	

## RECREATION & PARKS FEES

Service	Fee
<b>Summer Programs</b>	\$0 - \$400 R / \$0 - \$600 NR
Drew Steele Center	
Boyd Lee Park	
Eppes Rec Center	
Jaycee Park	
South Greenville	
<b>Adult Sports</b>	\$75 - \$550 Team Fee
	\$10 - \$50 R / \$15 - \$75 NR Individual Participation Fee
Adult Basketball Leagues	
Adult Whiffle Ball Leagues	
Adult Softball Leagues	
Adult Summer Basketball	
Indoor Soccer	
Kickball Leagues	
Running Programs	
Flag Football Leagues	
Adult Tennis Programs	
Men's Exercise/Adult	
Basketball Program	
Parking	\$5 - \$35 per vehicle / Season pass \$150 - \$225 per vehicle
PirateFest Town Common Vendor Fees	\$0 - \$300

## **RECREATION & PARKS FEES**

<b>Service</b>	<b>Fee</b>
<b>Summer Camps</b>	\$0 - \$150 / per week R / \$0 - \$225 / per week NR
Camp Escape	
Extended Care Tot Lot	
Outdoor Living Skills / Nature	
Sports Camps	
Day Camps	
Creative Writing	
Sports Mini Camp	
CIT / Jr. Leadership	
<b>Senior Recreational Programs</b>	\$0 - \$4,000 R / \$0 - \$6,000 NR
Bridge Classes	
Senior Olympics	
Senior Clubs	
Gone Fishing	
<b>CLASS DEFINITIONS FOR RENTAL RATES BELOW</b>	
<b>Class I</b> - Any event for which admission is charged or any other type of compensation is realized including donations. This class does not include non-profit organizations. All Class I rentals must receive administrative approval.	
<b>Class II</b> - Any event where no admission is charged nor any other type of compensation is realized.	
<b>Class III</b> - Any event hosted by an organization which can provide proof of non-profit/federal tax exempt status.	
<b>Town Common Amphitheater</b>	
Call 329-4567	Class I - \$600 / day R
	Class I - \$900 / day NR
	Class II - \$300 / day R
	Class II - \$450 / day NR
	Class III - \$100 / day R
	Class III - \$150 / day NR
	\$20 Hour Staff Fee
<b>Barnes-Ebron-Taft Building at Greenfield Terrace</b>	
	Class I - \$65 / hr R
	Class I - \$98 / hr NR
	Class II - \$35 / hr R
	Class II - \$53 / hr NR
	Class III - \$25 / hr R
	Class III - \$38 / hr NR



## RECREATION & PARKS FEES

Service	Fee
<b>Meeting Rooms</b>	Class I - \$60 / hr R
Multipurpose Rooms	Class I - \$90 / hr NR
Jaycee Auditorium	Class II - \$30 / hr R
Elm Street Center	Class II - \$45 / hr NR
	Class III - \$15 / hr R
	Class III - \$23 / hr NR
<b>Bradford Creek Golf Course Clubhouse</b>	\$100 - \$200 / hr; \$100 Deposit
Call 329-GOLF	
<b>Community Pool</b>	Class I - \$40 / hr R
Call 329-4041	Class I - \$60 / hr NR
	Class II - \$20 / hr R
	Class II - \$30 / hr NR
	Class III - \$12 / hr R
	Class III - \$18 / hr NR
<b>Elm Street Lawn Games Area</b>	\$50 / hr; Staff may be required
Call 329-4550	
<b>Greenville Aquatics &amp; Fitness Center</b>	Varies
(Gym, Gym & Pool, Pool, Entire Facility)	
Call 329-4041 for details	
<b>Guy Smith Stadium</b>	Class I - \$300 / day R
Call 329-4550	Class I - \$450 / day NR
	Class II - \$200 / day R
	Class II - \$300 / day NR
	Class III - \$100 / day R
	Class III - \$150 / day NR
	All Classes - \$30 / hr light fee; \$30/marketing fee
<b>Sarah Vaughn Field of Dreams</b>	Class I - \$60 / hr R
	Class I - \$90 / hr NR
	Class II - \$30 / hr R
	Class II - \$45 / hr NR
	Class III - \$15 / hr R
	Class III - \$23 / hr NR

## RECREATION & PARKS FEES

Service	Fee
<b>Softball / Baseball / Cricket Field Rentals</b>	Class I - \$30 / hr R
Call 329-4550	Class I - \$45 / hr NR
	Class II - \$20 / hr R
	Class II - \$30 / hr NR
	Class III - \$10 / hr R
	Class III - \$15 / hr NR
	All Classes - \$30 / hr light fee
<b>Soccer / Lacrosse / Football Multipurpose Fields</b>	Class I - \$30 / hr R
	Class I - \$45 / hr NR
	Class II - \$20 / hr R
	Class II - \$30 / hr NR
	Class III - \$10 / hr R
	Class III - \$15 / hr NR
	All Classes - \$35 / hr light fee; \$100 / marking fee
<b>Gymnasiums</b>	Class I - \$100 / hr R
Drew Steele	Class I - \$150 / hr NR
Eppes	Class II - \$50 / hr R
H. Boyd Lee	Class II - \$75 / hr NR
South Greenville	Class III - \$25 / hr R
	Class III - \$38 / hr NR
<b>Skate Park / Roller Hockey Rink at Jaycee Park</b>	Class I - \$100 / hr R
	Class I - \$150 / hr NR
	Class II - \$50 / hr R
	Class II - \$75 / hr NR
	Class III - \$25 / hr R
	Class III - \$38 / hr NR
<b>Tennis Courts</b>	Class I - \$10 / hr R
Call 329-4559	Class I - \$15 / hr NR
	Class II - \$3 / hr R
	Class II - \$5 / hr NR
	Class III - \$2 / hr R
	Class III - \$4 / hr NR

## RECREATION & PARKS FEES

Service	Fee
Family Rental for Athletic Tournaments Call 329-4550	Tournament Rates
<b>Science &amp; Nature Center Facility</b>	
Deck & Surrounding	\$25/hr R / \$37/hr NR
Classroom	\$50/hr R / \$75/hr NR
Theater	\$75/hr R / \$112/hr
Entire Facility (6) Tables, (50) Chairs	\$375/8 hrs R / \$563/8 hr NR
	\$290/3 hrs R / \$435/3 hrs NR
	\$50 per event
<b>CLASS DEFINITIONS</b>	
<b>Class I</b> - Any event for which admission is charged or any other type of compensation is realized including donations. This class does not include non-profit organizations. All Class I rentals must receive administrative approval.	
<b>Class II</b> - Any event where no admission is charged nor any other type of compensation is realized.	
<b>Class III</b> - Any event hosted by an organization which can provide proof of non-profit/federal tax exempt status.	
<b>River Park North Large Picnic Shelter</b>	
Call 329-4562	Half Day Rentals: \$30 R / \$45 NR
	Full Day Rentals: \$60 R / \$90 NR
	1/2 day is 4 hours maximum
	250 maximum capacity
	groups of 75 or more pay \$50 clean up fee
<b>Matthew Lewis Shelter</b>	
Boyd Lee Park Shelter	Half Day Rentals: \$30 R / \$45 NR
	Full Day Rentals: \$60 R / \$90 NR
	1/2 day is 4 hours maximum
	250 maximum capacity
	groups of 75 or more pay \$50 clean up fee
<b>All Other Shelters</b>	
Call 329-4567	Half Day Rentals: \$30 R / \$40 NR
	Full Day Rentals: \$60 R / \$90 NR
	1/2 day is 4 hours maximum
	250 maximum capacity
	groups of 75 or more pay \$50 clean up fee

## RECREATION & PARKS FEES

Service	Fee
<b>Extras:</b>	
Key Fobs for Recreation Centers South Greenville Recreation Center	First Replacement is free, \$1 for 2nd
Press Box; Scoreboard / Panel Box Call 329-4550	\$50 (up to 4 hours); \$10 per hour staff fee
Staging Call 329-4539	\$35 for 4x8 section
Application for service and sale of malt beverages and unfortified wine pursuant to the Policy and Procedures for the Conditional Service, Sale and Consumption of Alcoholic Beverages within Greenville Recreation and Parks Facilities	\$50
<p><b>NOTE: As a result of the diversity of programs, programs may be added or dropped at any time and, therefore, the fees are subject to change as approved by the Recreations &amp; Parks Commission. Additionally, the Recreation &amp; Parks Commission may waive, in whole or in part, fees which are related to programs conducted in cooperation with another organization or individual which is assuming all or a portion of the expense of the program. NR means Non-City Resident, NCR means Non-County Resident and NM means Non-Members. Non Resident Fees equal 150% of Resident Fees unless otherwise indicated. All Recreation &amp; Parks programs listed are examples and may not be inclusive of all offerings at all times. Similar programs may be offered or substituted at staff discretion.</b></p>	

## **BRADFORD CREEK PUBLIC GOLF COURSE**

Service	Fee
Golf Green and Ball Fees	\$5 to \$45
All Range Ball and Range Fees	
Various Play Offerings	
Golf Clinics	
Summer Youth Golf Camp	
Spring Youth Camp	
Junior Golf Team	
Coastal Plains Tournament	
Clubhouse Rental	\$100 - \$200 / hr; \$100 Deposit
Call 329-GOLF	

## GREENVILLE AQUATICS & FITNESS CENTER (GAFC)

Service	Fee
Family Membership (City Employee)	\$13/Mthly
Family Membership (GUC Employee)	\$12/Mthly
GAFC Recreational Programming	\$0 - \$150/Members \$0 - \$200/ Non-members
	\$0 - \$400 / Non-member/ Resident (Effective 9/1/12)

Membership Type for Residents	Yearly Fees	Quarterly Fees	Monthly Draft Fee
Family Individual Young Adult Senior Corporate	\$220 - \$515	\$60 - 238	\$19 - \$185
Membership Type for Non-Residents	Yearly Fees	Quarterly Fees	Monthly Draft Fee
Family Individual Young Adult  Senior Corporate	\$275 - \$643.75	\$75 - \$272.50	\$23.75 - \$218.75

Non-Resident Rates Effective September 1, 2013

***Quarterly Memberships - application fee included in first three months; Bank Draft Memberships pay 3 months in advance plus application fee.***

## SANITATION FEES

Service	Fee
Refuse Fee-Backyard Pickup (Premium)	Eliminated - 7/1/2017
Refuse Fee-Curbside Pickup (Basic)	\$16.00/per month
Multi-Family Containers	\$16.00/per month
Containers 6 or 8 Yards	\$100.00 over cost Rounded to nearest dollar
Roll Out Carts	\$65.00
Each Additional Curbside Container	\$5.00/per month
Yard Waste over 4 Cubic Yards	\$25.00/per collection
Sanitation Nuisance Abatement Fee	\$150.00 for the first hour and \$125.00 each additional hour

## STORMWATER FEES

Service	Fee
<b>Stormwater Utility Fees*</b>	\$5.35/per unit/per month

\*For each equivalent rate unit, as defined by section 8-3-2 of the Greenville City Code, there shall be a service charge per month for the purposes of supporting stormwater management programs and structural and natural stormwater and drainage systems, said charge to be effective on and after July 1, 2003. One unit equals 2,000 square feet.

## **STREETS FEES**

<b>Service</b>	<b>Fee</b>
Application Fee for a Right-of-Way Excavation and Restoration Permit	\$250.00
Utility Cuts	See Below
Other Cuts	See Below
<b>Asphalt Cuts</b>	
1 - 25 Square Feet (Minimum)	\$275.00
26 - 50 Square Feet (Per Square Ft)	\$10.68
51 - 100 Square Feet (Per Square Ft)	\$7.22
101 - 200 Square Feet (Per Square Ft)	\$6.80
200+ (Per Square Ft)	\$4.38
<b>Curb &amp; Gutter Cuts</b>	
1 - 10 (Per Linear Ft)	\$488.00
11 - 50 (Per Linear Ft)	\$39.00
51 - 100 (Per Linear Ft)	\$38.82
101 - 200 (Per Linear Ft)	\$29.79
200+ (Per Linear Ft)	\$25.28
<b>Concrete Cuts</b>	
1 - 25 Square Feet (Per Square Ft)	\$355.00
26 - 50 Square Feet (Per Square Ft)	\$12.47
51 - 100 Square Feet (Per Square Ft)	\$7.15
101 - 200 Square Feet (Per Square Ft)	\$5.28
200+ (Per Square Ft)	\$4.21
<p>Note: The above table is based on 4 inch thickness of cement. The fees will be increased 20% per 2 inches of additional thickness.</p>	
<p>Note: For repair work outside of the City limits, there is a \$5.00 per mile additional charge.</p>	



## **TAXICAB FARES**

**Taxicabs operating within the jurisdictional city limits may elect to charge fares and fees by the installation and use of a taximeter or by use of the approved zone map and the fares and fees provided herein. The election decision is made by the franchise holder and will apply to all taxicabs operating under the particular franchise.**

### **Taximeter Rates and Fees:**

Drop Fee	\$2.75
Per 1/6th of Mile	\$0.25
Surcharge Night Time from 11 PM to 6 AM per Person	\$0.50
Per Minute Wait Time at Fare's Request	\$0.30
Per Luggage Bag Over Two	\$1.25
Per Person Over First Two	\$2.00
Per Trunk or Large Suitcase	\$0.10

### **Pedi-cab Rates and Fees:**

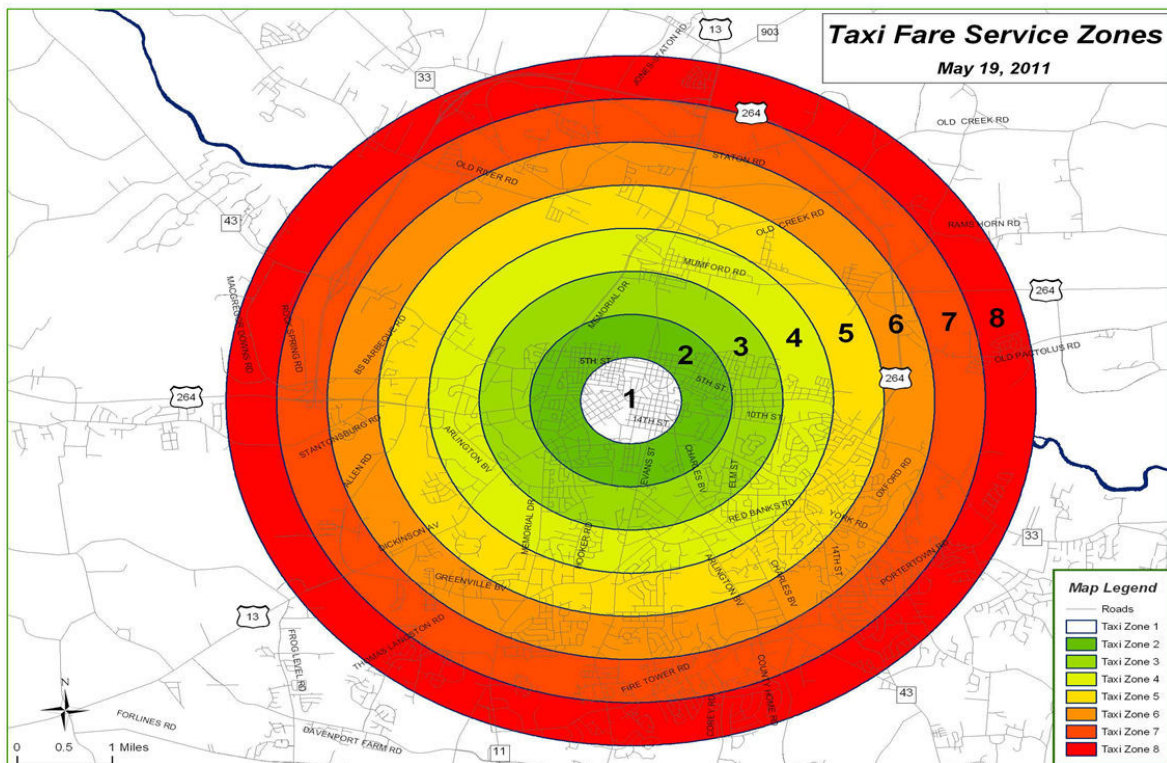
Per Person per 1/2 mile or Fraction Thereof	\$1.50
Per Minute Wait Time at Fares Request	\$0.30
Per Luggage Bag Over Two	\$1.25
Per Person Over First Two	\$2.00
Per Trunk or Large Suitcase	\$2.00
Per Grocery Bag Over 3	\$0.10

# TAXICAB ZONE FARES

The following rates shall be applicable for each standard zone fare:

ZONES	1	2	3	4	5	6	7	8
1	6.00	6.35	6.70	7.05	7.40	7.75	8.10	8.50
2	6.35	6.35	6.70	7.05	7.40	7.75	8.10	8.50
3	6.70	6.70	6.70	7.05	7.40	7.75	8.10	8.50
4	7.05	7.05	7.05	7.05	7.40	7.75	8.10	8.50
5	7.40	7.40	7.40	7.40	7.40	7.75	8.10	8.50
6	7.75	7.75	7.75	7.75	7.75	7.75	8.10	8.50
7	8.10	8.10	8.10	8.10	8.10	8.10	8.10	8.50
8	8.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50

The fare charged shall be the amount of the highest zone which is traveled through. Only one fare shall be charged for one or two persons traveling from the same point of origin to the same point of destination.



## TAXICAB ZONE FARES

The following rates are for fares across town:

ZONES	1	2	3	4	5	6	7	8
1	6.00	6.60	7.20	7.80	8.40	9.00	10.60	10.20
2	6.60	7.20	7.80	8.40	9.00	9.60	11.20	10.80
3	7.20	7.80	8.40	9.00	9.60	10.20	11.80	11.40
4	7.80	8.40	9.00	9.60	10.20	10.80	11.40	12.00
5	8.40	9.00	9.60	10.20	10.80	11.40	12.00	12.60
6	9.00	9.60	10.20	10.80	11.40	12.00	12.60	13.20
7	9.60	10.20	10.80	12.40	12.00	12.60	13.20	13.80
8	10.20	10.80	11.40	12.00	12.60	12.20	13.80	14.50

Ironwood/Bradford Creek	Standard Fare	\$9.50
	Across Town	\$14.50
Over two persons (per person extra)		
Waiting time (per hour)		\$18.00
Trunks or footlockers (each)		\$2.00
Baggage (each)		\$1.50
Grocery bags (each bag over 3)		\$0.10
Rates outside zones unless previously specified (per mile)		\$2.75
<b>Pedi-cab rates:</b>		\$1.50 per person per 1/2 mile or fraction
Waiting time (per hour)		\$18.00
Trunks or footlockers (each)		\$2.50
Baggage (each)		\$1.50
Grocery bags (each bag over 3)		\$0.10

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# FY 2017-18 Proposed Budget

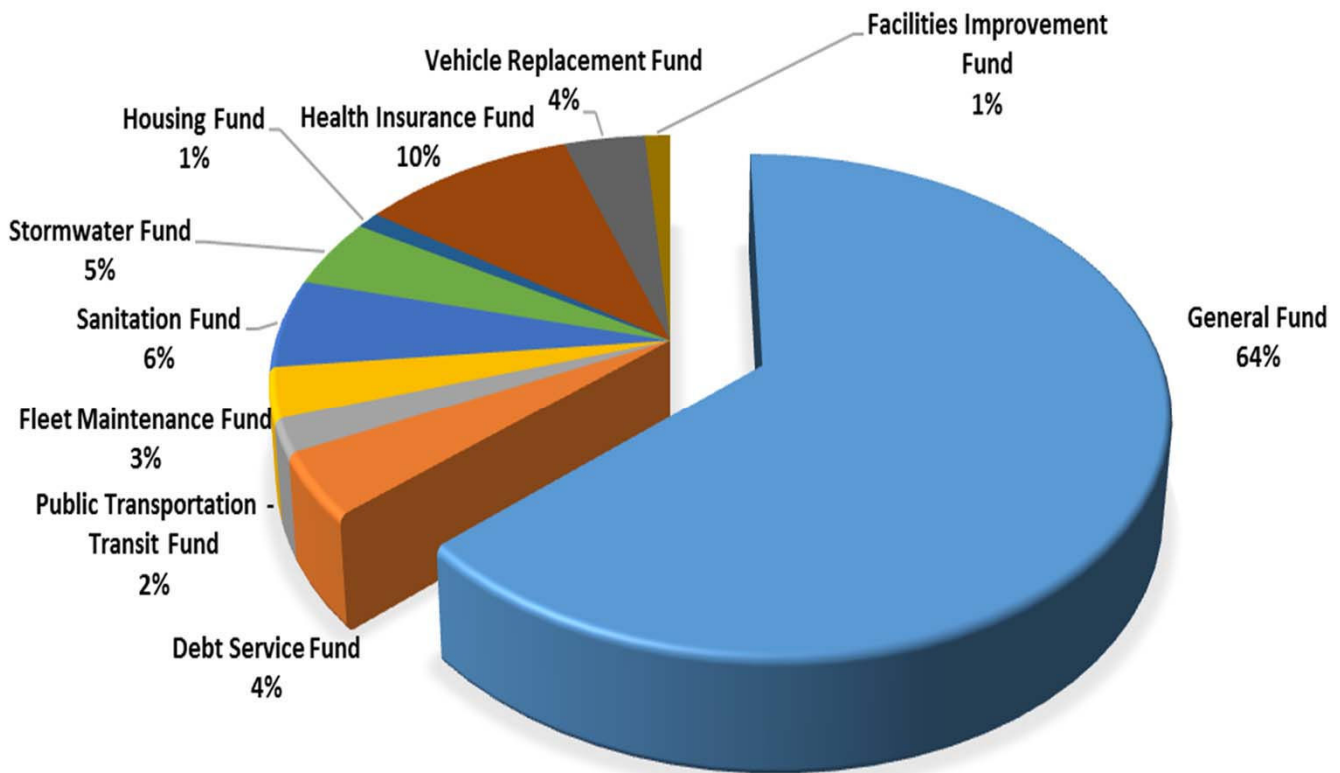


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## Budget Comparison City Managed Funds

**CITY OF GREENVILLE**  
**BUDGET COMPARISON OF CITY MANAGED FUNDS**  
**FOR FISCAL YEAR 2018**

Fund	2015 Actual	2016 Actual	2017 Budget	2018 Proposed	% Change
General Fund	\$ 77,407,669	\$ 78,092,981	\$ 82,640,550	\$ 82,013,799	-0.8%
Debt Service Fund	4,749,894	10,991,661	5,433,438	5,448,934	0.3%
Public Transportation - Transit Fund	4,157,308	2,638,981	2,530,012	2,858,391	13.0%
Fleet Maintenance Fund	3,575,629	4,058,800	4,240,378	4,337,071	2.3%
Sanitation Fund	7,571,736	7,460,008	7,647,951	7,619,286	-0.4%
Stormwater Fund	4,522,239	4,905,213	5,850,219	5,928,998	1.3%
Housing Fund	1,690,458	1,251,636	1,416,027	1,424,149	0.6%
Health Insurance Fund	12,336,663	12,233,779	12,785,572	13,135,690	2.7%
Vehicle Replacement Fund	2,854,810	2,161,930	5,066,743	4,934,770	-2.6%
Facilities Improvement Fund	1,545,434	1,579,180	1,590,000	1,542,000	-3.0%
Capital Reserve Fund	43,370	1,447,851	2,083,419	-	-100.0%
<b>Total</b>	<b>\$ 120,455,210</b>	<b>\$ 126,822,020</b>	<b>\$ 131,284,309</b>	<b>\$ 129,243,088</b>	<b>-1.6%</b>



# FY 2017-18 Proposed Budget



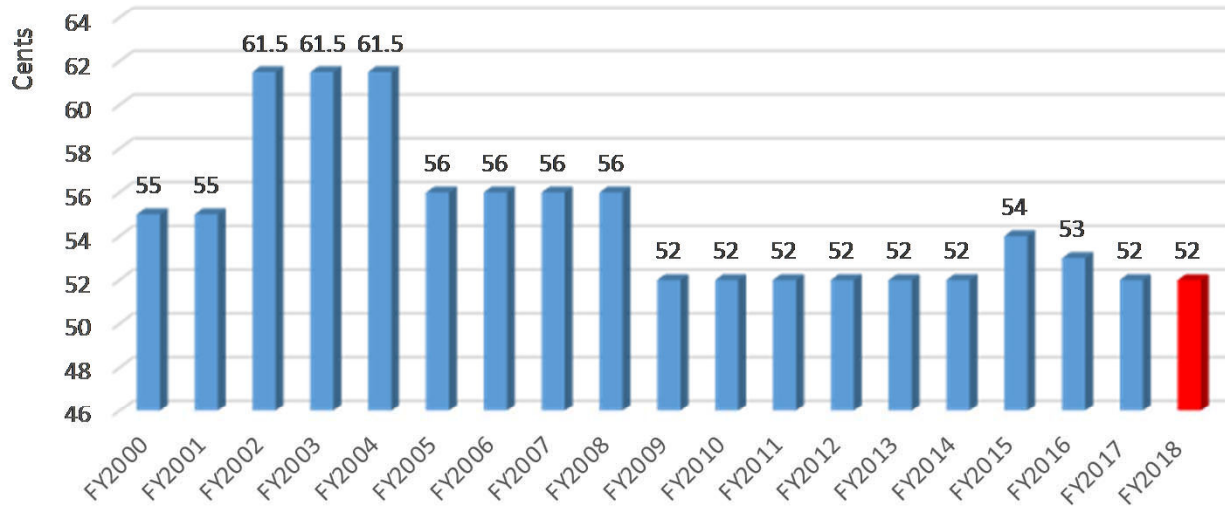
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## General Fund Budget Summary

## General Fund

The General Fund is established to account for the revenues and expenditures in operating the general functions of a non-proprietary nature. This fund receives ad valorem tax revenues, state shared revenues, licenses, permits, and fees. The major operating activities include general government, police, fire, public works, recreation and parks, and other governmental service functions.

**CITY OF GREENVILLE  
AD VALOREM PROPERTY TAX RATE  
FOR FISCAL YEAR 2018**

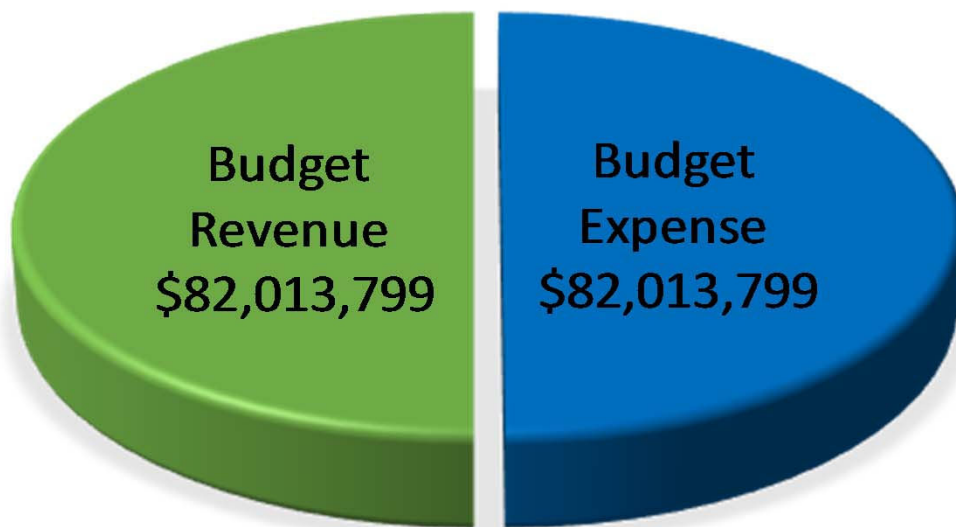




**CITY OF GREENVILLE**  
**SUMMARY OF BUDGET PROPOSAL FOR GENERAL FUND**  
**FOR FISCAL YEAR 2018**

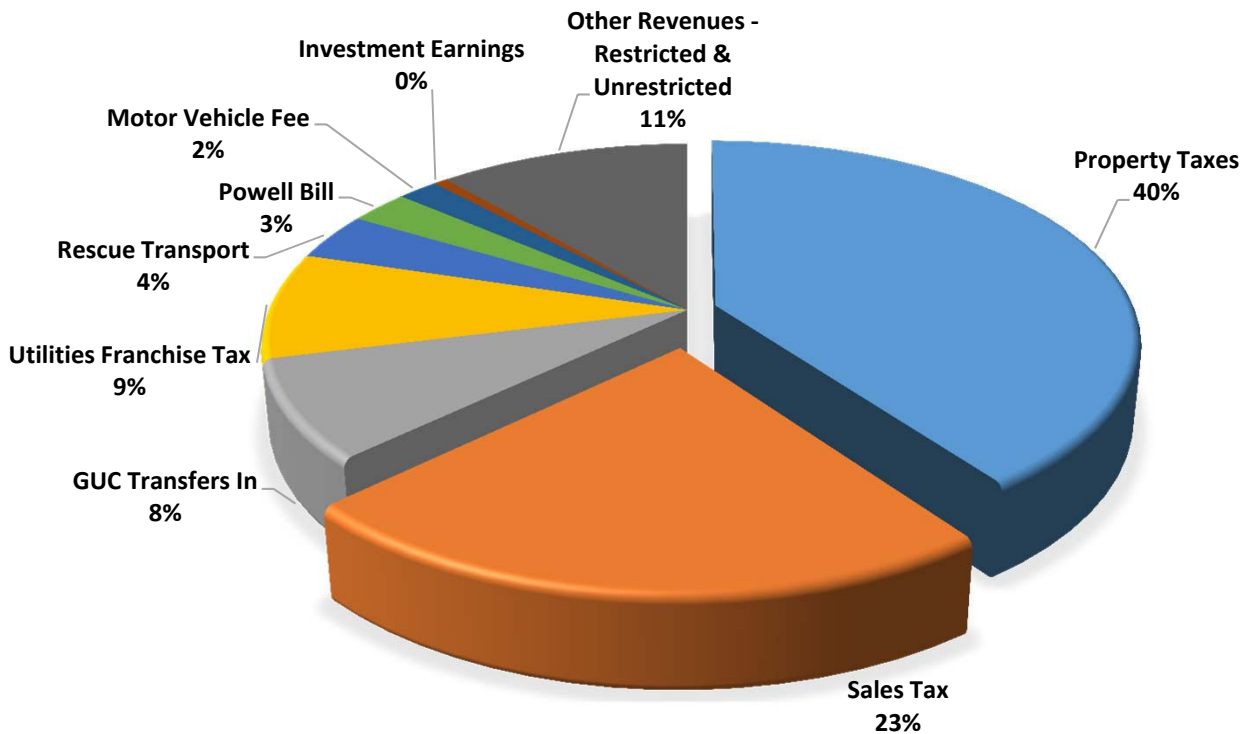
2017-18 Budget Plan	\$81,950,799
Budget Adjustment	<u>63,000</u>
2017-18 Proposed Budget	\$82,013,799

**% Increase** **0.08%**



**CITY OF GREENVILLE**  
**BUDGET PROPOSAL FOR GENERAL FUND REVENUES**  
**FOR FISCAL YEAR 2018**

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed
Property Taxes	\$ 31,860,174	\$ 31,760,125	\$ 32,444,935	\$ 32,750,000
Sales Tax	16,588,706	17,289,708	17,831,023	18,823,000
GUC Transfers In	6,505,044	7,383,935	6,459,112	6,651,919
Utilities Franchise Tax	6,282,750	6,949,180	7,158,899	7,102,077
Rescue Transport	3,499,651	3,033,907	3,096,519	3,127,484
Powell Bill	2,235,741	2,220,065	2,220,065	2,220,065
Motor Vehicle Fee	1,096,015	1,015,680	1,383,674	1,503,457
Inspections	1,084,774	658,573	916,402	950,000
Recreation	2,007,186	1,864,639	1,979,690	1,999,487
Investment Earnings	363,857	683,778	500,000	500,000
Other Revenues - Restricted & Unrestricted	5,883,771	5,233,391	6,854,237	5,207,966
Appropriated Fund Balance				
General Fund	-	-	1,078,808	465,766
Powell Bill	-	-	717,186	712,578
<b>Subtotal</b>	<b>\$ 77,407,669</b>	<b>\$ 78,092,981</b>	<b>\$ 82,640,550</b>	<b>\$ 82,013,799</b>

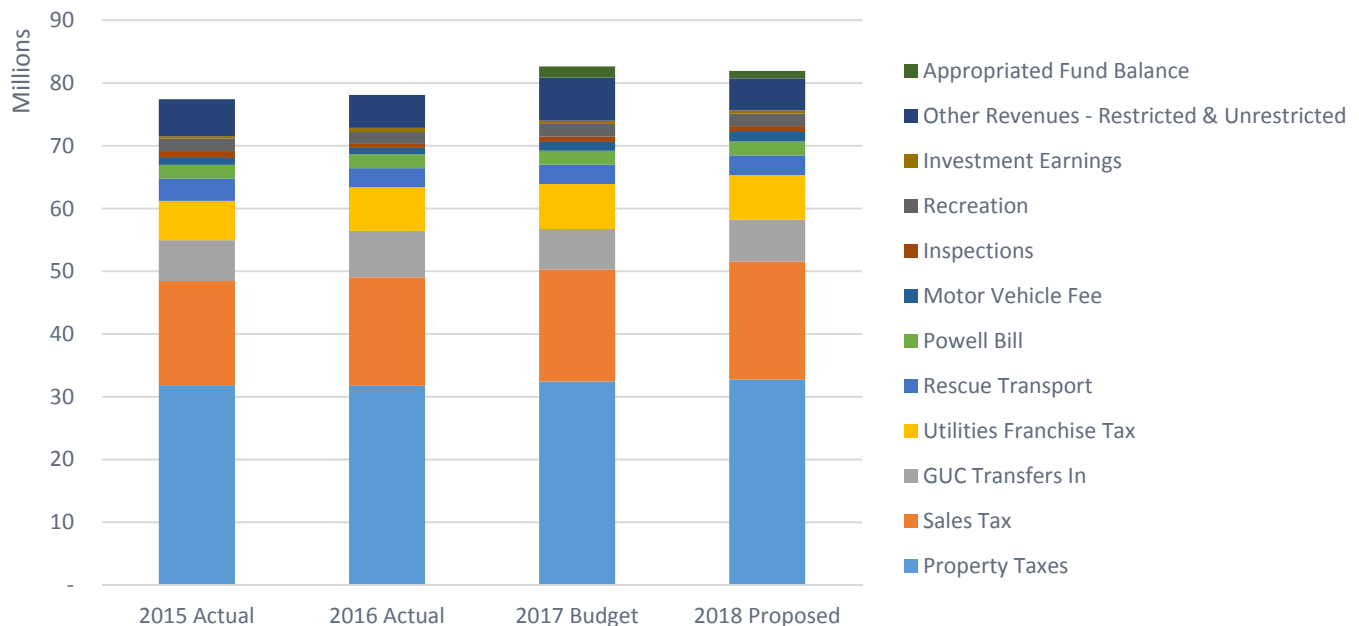


**CITY OF GREENVILLE**  
**BUDGET PROPOSAL FOR GENERAL FUND REVENUES**  
**FOR FISCAL YEAR 2018**

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed
<b>Unrestricted Intergovernmental</b>				
<b>Property Taxes</b>				
Current Year Taxes	\$ 28,938,765	\$ 28,842,926	\$ 29,694,435	\$ 29,944,490
Motor Vehicle Taxes	2,884,760	2,994,670	2,907,541	2,965,692
Prior Years Taxes	281,964	204,359	146,159	149,082
Tax Penalties & Interest	220,768	172,176	183,784	187,460
Tax Discounts	(316,067)	(409,232)	(404,197)	(412,281)
Tax Refunds	(150,016)	(44,774)	(82,787)	(84,443)
<b>Subtotal</b>	<b>\$ 31,860,174</b>	<b>\$ 31,760,125</b>	<b>\$ 32,444,935</b>	<b>\$ 32,750,000</b>
<b>Other Unrestricted Intergovernmental</b>				
Sales Taxes	16,588,706	17,289,708	17,831,023	18,823,000
Rental Vehicle - Gross Receipts	127,304	142,723	130,763	133,378
Video Program & Supplemental PEG	908,091	871,962	914,621	923,767
Motor Vehicle Fee	1,096,015	1,015,680	1,383,674	1,503,457
Payment in Lieu of Taxes	51,075	46,584	51,075	51,075
State Fire Protection	380,431	386,926	390,000	390,000
Utilities Franchise Tax	6,282,750	6,949,180	7,158,899	7,102,077
Wine & Beer	416,085	390,180	432,937	437,266
<b>Subtotal</b>	<b>\$ 25,850,457</b>	<b>\$ 27,092,943</b>	<b>\$ 28,292,992</b>	<b>\$ 29,364,020</b>
<b>Restricted Intergovernmental</b>				
Traffic Control Lights Maintenance	290,776	(78,869)	157,000	157,000
Street Sweeper Agreement	50,070	25,035	25,035	25,035
Reimbursable Agreements	-	-	503,000	-
Federal Forfeiture Money	69,237	-	-	-
Powell Bill State Allocation	2,235,741	2,220,065	2,220,065	2,220,065
Special State/Federal/Local Grants	32,698	-	13,186	13,186
Controlled Substance Tax	30,744	34,173	-	-
Police Department Grants	313	-	-	-
Task Force Overtime Reimbursement	25,044	-	-	-
Section 104 F Planning Grant MPO	160,358	91,763	225,280	225,280
Recreation & Parks Donations - Restricted	90,703	72,837	-	-
<b>Subtotal</b>	<b>\$ 2,985,684</b>	<b>\$ 2,365,004</b>	<b>\$ 3,143,566</b>	<b>\$ 2,640,566</b>
<b>Licenses, Permits &amp; Fees</b>				
Privilege Licenses	724,810	23	-	-
Inspection Division Permits	1,084,774	658,573	916,402	950,000
Planning Fees	102,943	135,975	109,625	110,721
Recreation Department Activity Fees	2,007,186	1,864,639	1,979,690	1,999,487
Police Fees	1,243,985	1,344,499	1,205,625	1,229,621
Engineering Fees	14,973	29,981	14,386	14,508
Fire / Rescue Fees	229,511	202,061	207,955	208,455
<b>Subtotal</b>	<b>\$ 5,408,182</b>	<b>\$ 4,235,751</b>	<b>\$ 4,433,683</b>	<b>\$ 4,512,792</b>

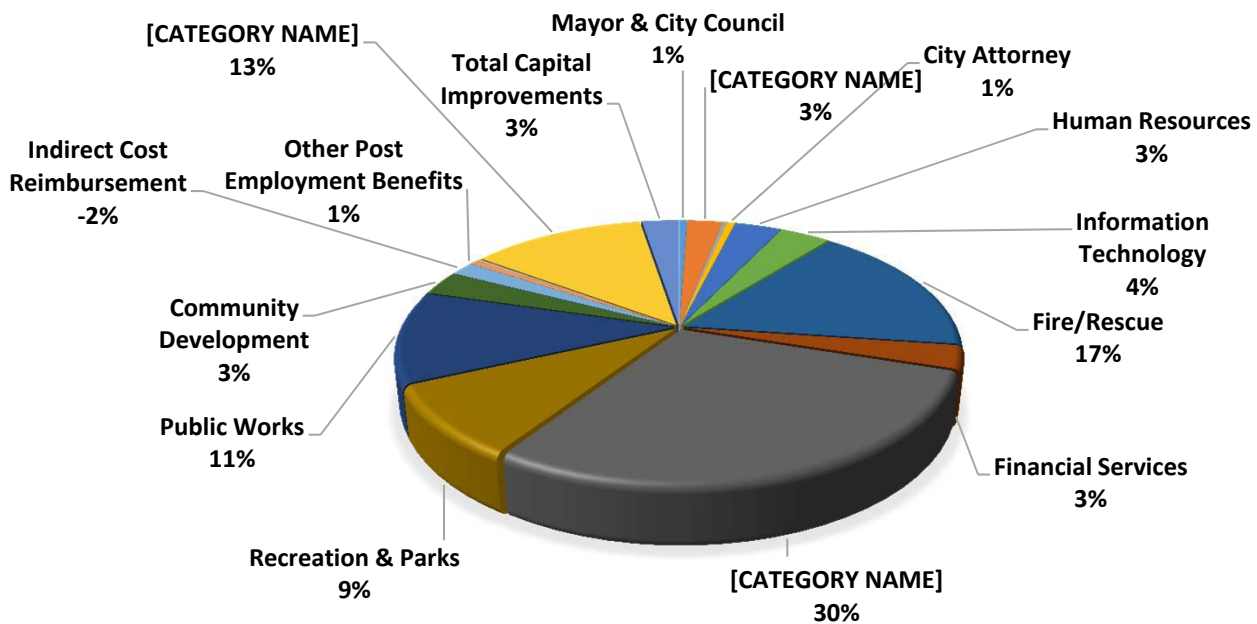
**CITY OF GREENVILLE**  
**BUDGET PROPOSAL FOR GENERAL FUND REVENUES**  
**FOR FISCAL YEAR 2018**

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed
<b>Sales &amp; Services</b>				
Rescue Service Transport	3,499,651	3,033,907	3,096,519	3,127,484
Leased Parking & Meters	171,459	186,697	178,386	178,386
Parking Violations	188,324	297,783	200,000	216,363
Other Sales & Services	482,884	361,545	343,328	-
<b>Subtotal</b>	<b>\$ 4,342,318</b>	<b>\$ 3,879,932</b>	<b>\$ 3,818,233</b>	<b>\$ 3,522,233</b>
<b>Other Revenues</b>				
Donations	8,121	-	-	-
Sale of Property	7,139	70,435	1,525,758	26,016
Other Revenue	18,822	179,279	226,277	767,909
<b>Subtotal</b>	<b>\$ 34,082</b>	<b>\$ 249,714</b>	<b>\$ 1,752,035</b>	<b>\$ 793,925</b>
<b>Investment Earnings</b>				
Investment Earnings	\$ 363,857	\$ 683,778	\$ 500,000	\$ 500,000
<b>Other Financing Sources</b>				
Transfer in GUC	6,505,044	7,383,935	6,459,112	6,651,919
Transfer from Capital Reserve	-	50,000	-	-
Transfer from Housing	-	-	-	100,000
Transfer from Sanitation	-	58,942	-	-
Other Transfers	57,871	332,857	-	-
Appropriated Fund Balance - General Fund	-	-	1,078,808	465,766
Appropriated Fund Balance - Powell Bill	-	-	717,186	712,578
<b>Subtotal</b>	<b>\$ 6,562,915</b>	<b>\$ 7,825,734</b>	<b>\$ 8,255,106</b>	<b>\$ 7,930,263</b>
<b>Total Revenues not including Other Financing Sources</b>	<b>70,844,754</b>	<b>70,267,247</b>	<b>74,385,444</b>	<b>74,083,536</b>
<b>Total Revenues including Other Financing Sources</b>	<b>\$ 77,407,669</b>	<b>\$ 78,092,981</b>	<b>\$ 82,640,550</b>	<b>\$ 82,013,799</b>



**CITY OF GREENVILLE**  
**BUDGET PROPOSAL FOR GENERAL FUND EXPENDITURES**  
**FOR FISCAL YEAR 2018**

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed
Mayor & City Council	\$ 363,076	\$ 399,017	\$ 378,265	\$ 457,998
City Manager	1,060,062	1,257,272	2,181,371	2,077,618
City Clerk	261,408	232,546	244,879	265,083
City Attorney	456,107	468,044	455,059	460,767
Human Resources	2,412,518	3,607,855	2,796,037	2,790,698
Information Technology	2,909,254	3,263,760	2,963,382	2,993,452
Fire/Rescue	12,839,310	13,630,366	13,568,513	14,023,486
Financial Services	2,454,669	2,490,011	2,487,958	2,428,481
Police	22,575,236	23,551,071	23,087,392	24,750,354
Recreation & Parks	7,400,170	7,644,946	7,572,763	7,573,949
Public Works	7,924,225	8,471,925	9,470,961	9,671,950
Community Development	2,466,066	2,624,262	2,661,558	2,562,292
<b>Total by Department</b>	<b>\$ 63,122,101</b>	<b>\$ 67,641,075</b>	<b>\$ 67,868,138</b>	<b>\$ 70,056,129</b>
Indirect Cost Reimbursement	\$ (1,284,768)	\$ (1,390,869)	\$ (1,432,859)	\$ (1,459,519)
Other Post Employment Benefits	400,000	450,000	500,000	500,000
Contingency	-	-	150,000	200,000
<b>Total Expenses by Department</b>	<b>\$ 62,237,333</b>	<b>\$ 66,700,205</b>	<b>\$ 67,085,279</b>	<b>\$ 69,296,610</b>
Transfers to Other Funds	\$ 11,408,692	\$ 11,116,896	\$ 11,582,013	\$ 10,616,558
Total Capital Improvements	2,596,181	78,419	3,973,258	2,100,631
<b>Total General Fund</b>	<b>\$ 76,242,206</b>	<b>\$ 77,895,520</b>	<b>\$ 82,640,550</b>	<b>\$ 82,013,799</b>

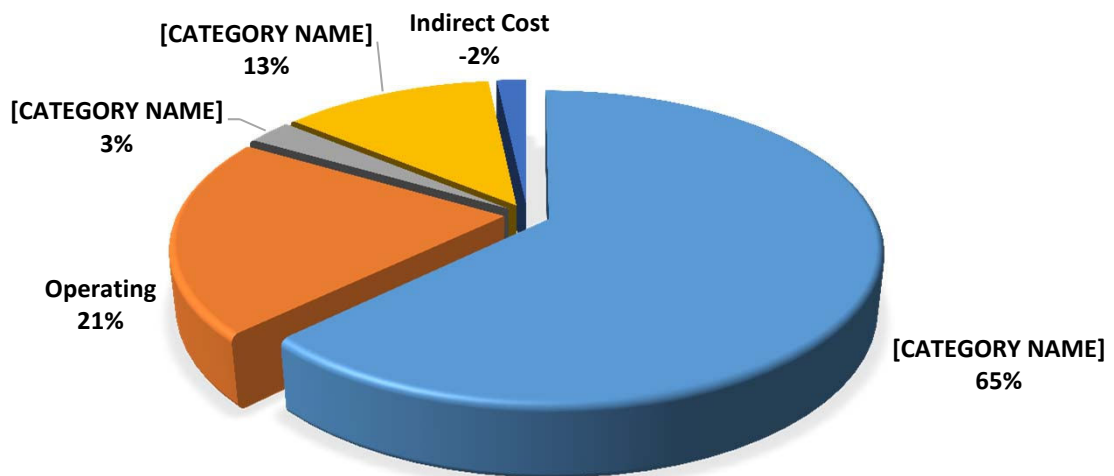


**CITY OF GREENVILLE**  
**BUDGET PROPOSAL FOR GENERAL FUND EXPENDITURES**  
**FOR FISCAL YEAR 2018**

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed
<b>Personnel</b>				
Regular Salaries	31,341,269	32,322,096	33,699,614	35,258,772
Overtime Salaries	1,000,421	1,229,450	1,165,338	1,456,762
Off-Duty	413,046	369,374	237,838	237,838
Allowances	459,223	366,982	467,940	459,540
FICA	2,419,415	2,500,280	2,355,312	2,703,818
Retirement	2,235,190	2,229,691	2,243,874	2,732,279
Health Insurance	7,940,242	8,113,249	8,946,371	8,691,174
Group Life Insurance	72,915	93,162	116,118	140,398
Workers Compensation	663,609	630,099	656,068	559,512
Education/Training Assistance	28,087	52,549	17,100	30,000
401K Program	817,076	837,572	811,488	903,386
Other Personnel Expense	128,210	102,344	179,895	92,209
<b>Total Personnel</b>	<b>\$ 47,518,703</b>	<b>\$ 48,846,846</b>	<b>\$ 50,896,956</b>	<b>\$ 53,265,688</b>
<b>Operating</b>				
Contracted Services	3,168,977	3,661,916	3,787,361	3,760,647
Supplies & Equipment	3,838,932	4,137,821	3,417,302	3,314,310
Utilities/Fuel	3,103,161	2,984,295	3,351,600	3,285,729
Maintenance	1,263,631	1,247,705	1,451,609	1,493,001
Fleet Expense	1,539,797	1,688,938	1,966,140	1,960,170
Technology	913,622	1,181,658	1,265,057	1,271,348
Liability Insurance	1,025,774	1,533,970	811,000	811,000
Other Post-Employment Benefits	400,000	450,000	500,000	500,000
Travel & Training	338,264	318,879	386,034	378,245
Contingency	-	-	150,000	200,000
Elections	-	63,362	-	-
Other Expense	411,240	300,172	497,061	515,991
<b>Total Operating</b>	<b>\$ 16,003,398</b>	<b>\$ 17,568,717</b>	<b>\$ 17,583,164</b>	<b>\$ 17,490,441</b>
Capital Outlay / Capital Improvements	2,596,181	1,753,930	4,011,276	2,100,631
<b>Total Capital</b>	<b>\$ 2,596,181</b>	<b>\$ 1,753,930</b>	<b>\$ 4,011,276</b>	<b>\$ 2,100,631</b>

**CITY OF GREENVILLE  
BUDGET PROPOSAL FOR GENERAL FUND EXPENDITURES  
FOR FISCAL YEAR 2018**

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed
<b>Transfers</b>				
Facilities Improvement Fund	1,545,434	1,579,180	1,590,000	1,542,000
Street Improvement Program	2,650,000	1,138,000	1,700,000	2,200,000
Debt Service Fund	4,113,477	4,281,286	4,737,002	4,737,002
Sheppard Memorial Library	1,248,774	1,162,192	1,197,058	1,232,969
Housing Division	211,327	235,561	292,684	300,806
Transit Fund	711,443	712,963	565,269	603,781
Capital Reserve Fund	43,369	1,447,301	460,000	-
Imperial Site Project Fund	-	-	1,040,000	-
South Greenville Project	200,000	81,000	-	-
FEMA - Hurricane Irene	180,592	-	-	-
COPS Law Enforcement	262,968	-	-	-
Other Transfers	241,308	479,412	-	-
<b>Total Transfers</b>	<b>\$ 11,408,692</b>	<b>\$ 11,116,896</b>	<b>\$ 11,582,013</b>	<b>\$ 10,616,558</b>
Indirect Cost Reimbursement	(1,284,768)	(1,390,869)	(1,432,859)	(1,459,519)
<b>Total Expenditures</b>	<b>\$ 76,242,206</b>	<b>\$ 77,895,520</b>	<b>\$ 82,640,550</b>	<b>\$ 82,013,799</b>



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# FY 2017-18 Proposed Budget



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## Other Fund Budget Summaries



## Other Funds

This section will include the revenues and expenses for the following funds:

- Debt Service Fund
- Public Transportation
- Fleet Maintenance
- Sanitation
- Stormwater
- Housing
- Health Insurance
- Vehicle Replacement
- Facilities Improvement
- Capital Reserve

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# FY 2017-18 Proposed Budget



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## Debt Service Fund Budget Summary

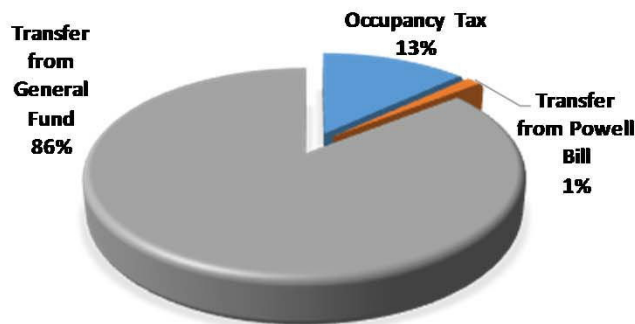
## Debt Service Fund

The Debt Service Fund accounts for the payment of the City's debt. When payments are due, the General Fund transfers the needed funds into this fund for payment.

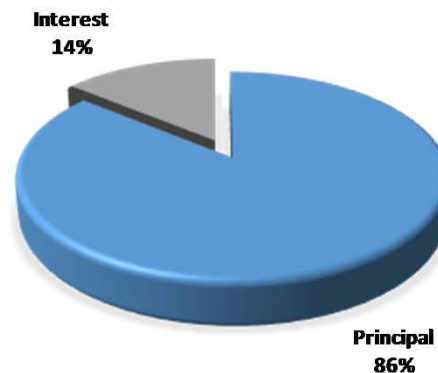
**CITY OF GREENVILLE  
DEBT SERVICE FUND  
FOR FISCAL YEAR 2018**

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed
<b>Revenues:</b>				
Occupancy Tax	\$ 636,088	\$ 520,822	\$ 696,436	\$ 711,932
Transfer from Powell Bill	66,107	49,845	68,677	73,299
Transfer from General Fund	4,047,370	4,231,441	4,668,325	4,663,703
Bond Proceeds	-	6,185,392	-	-
Investment Earnings	329	4,161	-	-
<b>Total</b>	<b>\$ 4,749,894</b>	<b>\$ 10,991,661</b>	<b>\$ 5,433,438</b>	<b>\$ 5,448,934</b>
<b>Expenses:</b>				
Principal	\$ 3,766,065	\$ 3,808,442	\$ 4,606,181	\$ 4,682,088
Interest	1,024,261	815,107	827,257	766,846
Closing Costs	-	6,248,200	-	-
Transfer to South Greenville Center	-	102,500	-	-
Other	9,671	56,050	-	-
<b>Total</b>	<b>\$ 4,799,997</b>	<b>\$ 11,030,298</b>	<b>\$ 5,433,438</b>	<b>\$ 5,448,934</b>

**DEBT SERVICE REVENUES**



**DEBT SERVICE EXPENSES**



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# FY 2017-18 Proposed Budget



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## Public Transportation Budget Summary

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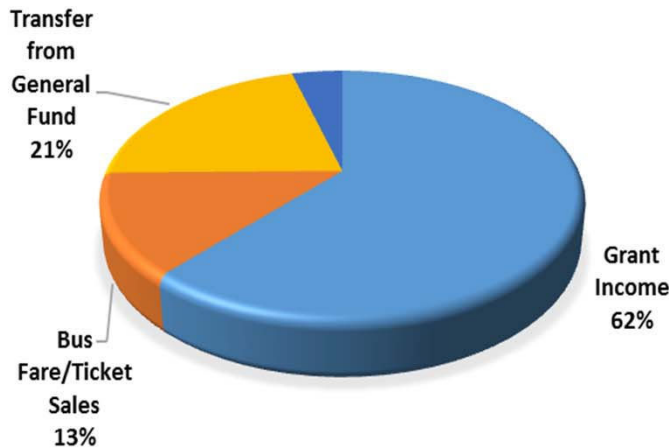
# Public Transportation Fund

Planning activities remain approximately the same and are reimbursed at 80% from Federal funds. Federal operating funding remains at 50% of the total. Capital items and ADA service and preventative maintenance items requested are reimbursable at 80% Federal share.

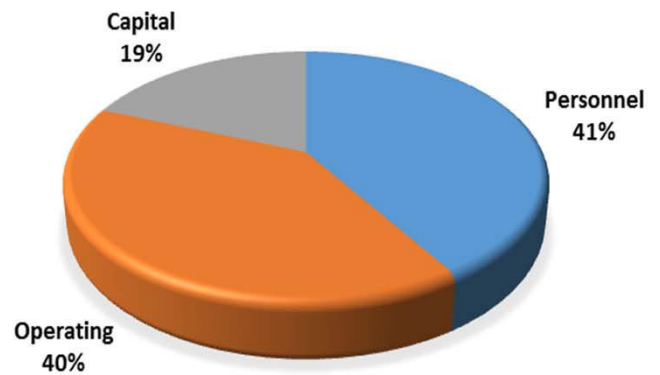
**CITY OF GREENVILLE  
PUBLIC TRANSPORTATION FUND  
FOR FISCAL YEAR 2018**

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed
<b>Revenues:</b>				
Grant Income	\$ 3,043,669	\$ 1,642,200	\$ 1,584,729	\$ 1,757,197
Bus Fare/Ticket Sales	319,129	281,058	380,014	380,014
Other Revenues	83,067	2,759	-	-
Transfer from General Fund	711,443	712,963	565,269	603,781
Appropriated Fund Balance	-	-	-	117,399
<b>Total</b>	<b><u>\$ 4,157,308</u></b>	<b><u>\$ 2,638,981</u></b>	<b><u>\$ 2,530,012</u></b>	<b><u>\$ 2,858,391</u></b>
<b>Expenses:</b>				
Personnel	\$ 1,114,361	\$ 1,114,245	\$ 1,099,591	\$ 1,177,241
Operating	797,856	1,087,378	1,013,309	1,141,561
Capital	2,071,804	347,945	417,112	539,589
Other	-	(419,782)	-	-
<b>Total</b>	<b><u>\$ 3,984,021</u></b>	<b><u>\$ 2,129,787</u></b>	<b><u>\$ 2,530,012</u></b>	<b><u>\$ 2,858,391</u></b>

**TRANSIT REVENUES**



**TRANSIT EXPENSES**



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# FY 2017-18 Proposed Budget



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## Fleet Maintenance Budget Summary



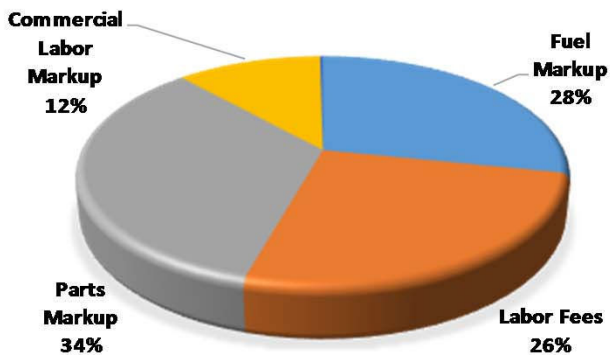
## Fleet Maintenance

The Fleet Maintenance Fund has been established as an internal service fund to account for charge-backs to the respective departments of the City for labor, fuel, and parts for items needed to maintain City vehicles. The creation of this fund will assist the City in more accurately reflecting the true costs of the vehicle maintenance by department.

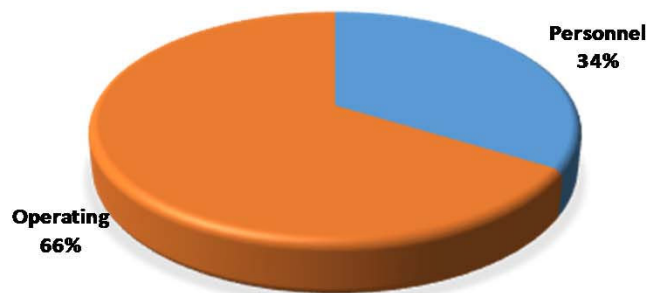
**CITY OF GREENVILLE  
FLEET MAINTENANCE FUND  
FOR FISCAL YEAR 2018**

	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Proposed</u>
<b>Revenues:</b>				
Fuel Markup	\$ 1,095,091	\$ 935,828	\$ 1,169,099	\$ 1,222,336
Labor Fees	939,388	1,261,071	1,142,540	1,136,773
Parts Markup	1,093,418	1,208,087	1,434,129	1,471,233
Commercial Labor Markup	438,418	613,651	484,925	496,796
Other	9,314	40,163	9,685	9,933
<b>Total</b>	<b><u>\$ 3,575,629</u></b>	<b><u>\$ 4,058,800</u></b>	<b><u>\$ 4,240,378</u></b>	<b><u>\$ 4,337,071</u></b>
<b>Expenses:</b>				
Personnel	\$ 1,397,377	\$ 1,364,193	\$ 1,408,128	\$ 1,466,383
Operating	2,677,115	2,585,079	2,832,250	2,870,688
Capital	-	-	-	-
Transfer to General Fund	-	8,487	-	-
Other	-	(19,344)	-	-
<b>Total</b>	<b><u>\$ 4,074,492</u></b>	<b><u>\$ 3,938,415</u></b>	<b><u>\$ 4,240,378</u></b>	<b><u>\$ 4,337,071</u></b>

**FLEET MAINTENANCE REVENUES**



**FLEET MAINTENANCE EXPENSES**



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# FY 2017-18 Proposed Budget



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## Sanitation Fund Budget Summary

# Sanitation Fund

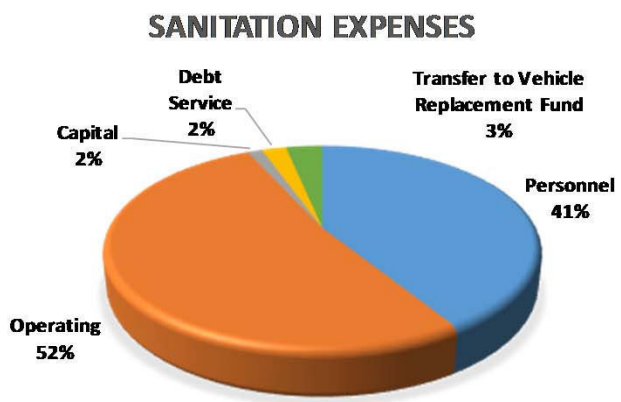
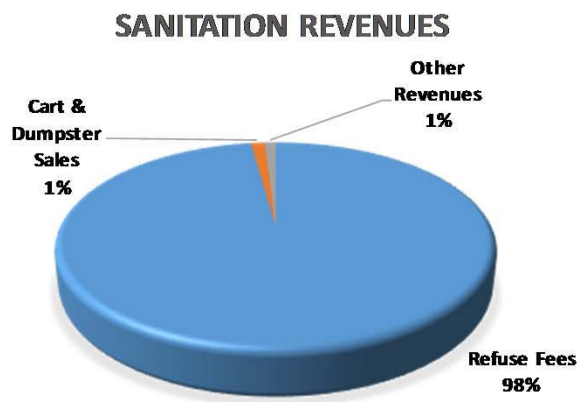
The Sanitation Fund is established to account for the user charges, fees, and all operating costs associated with the operation of the Sanitation Division operated through the Public Works Department of the City. The Sanitation Division offers comprehensive solid waste services such as garbage, recyclable, bulky trash, leaf collection, as well as mosquito and rodent control. A rate increase of \$0.25/per month is proposed for the next year as to move forward with the elimination of backyard service and to make the service self-supporting.

## Scheduled Changes in Monthly Rates

	Back Yard Rates		Curbside Rates	
	Monthly Rate	Change	Monthly Rate	Change
2015 Actual	\$ 43.55	\$ 1.25	\$ 14.50	\$ 1.25
2016 Actual	44.30	0.75	15.25	0.75
2017 Actual	44.30	-	15.75	0.50
2018 Projected	-	-	16.00	0.25
2019 Projected	-	-	16.25	0.25
2020 Projected	-	-	16.50	0.25

**CITY OF GREENVILLE  
SANITATION FUND  
FOR FISCAL YEAR 2018**

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed
<b>Revenues:</b>				
Refuse Fees	\$ 7,015,305	\$ 7,307,613	\$ 7,481,586	\$ 7,449,600
Cart & Dumpster Sales	91,196	66,866	93,020	94,880
Other Revenues	105,235	85,529	73,345	74,806
Transfer from General Fund	-	-	-	-
Bond Proceeds	360,000	-	-	-
<b>Total</b>	<b>\$ 7,571,736</b>	<b>\$ 7,460,008</b>	<b>\$ 7,647,951</b>	<b>\$ 7,619,286</b>
<b>Expenses:</b>				
Personnel	\$ 3,178,689	\$ 2,951,139	\$ 2,950,369	\$ 3,135,859
Operating	3,239,932	2,885,696	4,076,855	3,963,668
Capital	608,034	326,401	200,000	101,606
Debt Service	57,991	58,942	170,727	168,153
Contra Expense	-	(48,359)	-	-
Transfer to Vehicle Replacement Fund	-	-	250,000	250,000
<b>Total</b>	<b>\$ 7,084,646</b>	<b>\$ 6,173,819</b>	<b>\$ 7,647,951</b>	<b>\$ 7,619,286</b>



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# FY 2017-18 Proposed Budget



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## Stormwater Fund Budget Summary

## Stormwater Fund

The Stormwater Utility Fund is an enterprise fund established to implement the City's Stormwater Management Program. Revenue for this program is generated through a Stormwater fee paid by citizens owning improved property with buildings, parking lots, driveways, etc. The Stormwater Management Program is implemented through the Public Works Department's Engineering and Street Maintenance Divisions. It is directed at compliance with Federal and State environmental regulations through the implementation of local development regulations, capital improvements, and storm drain maintenance. A fee increase of \$0.50/ERU is proposed for the next year so as to move forward with the Watershed Master Plan and complete various other projects of high priority.

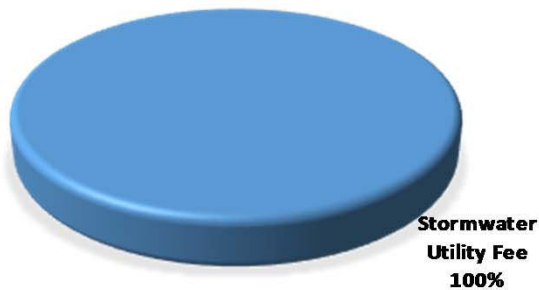
### Scheduled Changes in Monthly Rates

	Monthly Rate	Change
2015 Actual	\$ 3.85	\$ 0.50
2016 Actual	4.35	0.50
2017 Actual	4.85	0.50
2018 Projected	5.35	0.50
2019 Projected	5.35	-
2020 Projected	5.35	-

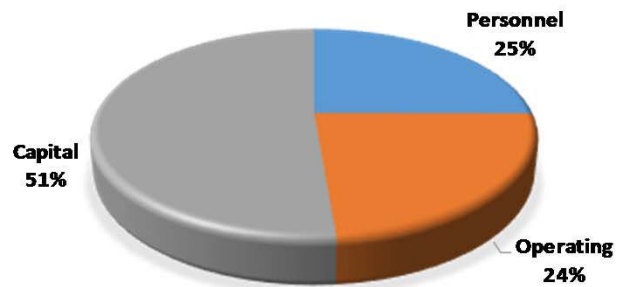
**CITY OF GREENVILLE  
STORMWATER FUND  
FOR FISCAL YEAR 2018**

	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Proposed</u>
<b>Revenues:</b>				
Stormwater Utility Fee	\$ 4,354,309	\$ 4,932,955	\$ 5,374,886	\$ 5,928,998
Other Revenues	167,930	(28,221)	-	-
Transfer from Other Funds	-	479	-	-
Appropriated Fund Balance	-	-	475,333	-
<b>Total</b>	<b><u>\$ 4,522,239</u></b>	<b><u>\$ 4,905,213</u></b>	<b><u>\$ 5,850,219</u></b>	<b><u>\$ 5,928,998</u></b>
<b>Expenses:</b>				
Personnel	\$ 1,261,563	\$ 1,268,564	\$ 1,427,041	\$ 1,487,637
Operating	1,333,290	757,434	1,423,178	1,398,361
Capital	3,112,364	209,153	3,000,000	3,043,000
Other Expenses	-	(115,352)	-	-
Transfer Out	257,515	406,056	-	-
<b>Total</b>	<b><u>\$ 5,964,732</u></b>	<b><u>\$ 2,525,855</u></b>	<b><u>\$ 5,850,219</u></b>	<b><u>\$ 5,928,998</u></b>

**STORMWATER REVENUES**



**STORMWATER EXPENSES**





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# FY 2017-18 Proposed Budget



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## Housing Fund Budget Summary

## Housing Fund

The Housing Division administers US Department of Housing and Urban Development Community Development Block Grant Funds and Local Bond Funds. The funds are used to develop programs to serve low and moderate-income households. To this end, this fund is responsible for monitoring programs for compliance with local, state, and federal program standards. This fund also provides housing rehabilitation assistance to owner occupants, assistance to nonprofit agencies, down-payment assistance to homebuyers, acquisition and demolition of substandard structures, and program administrative funding.

**CITY OF GREENVILLE  
HOUSING FUND  
FOR FISCAL YEAR 2018**

	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Proposed</u>
<b>Revenues:</b>				
CDBG Grant Income	\$ 1,006,478	\$ 684,002	\$ 796,296	\$ 796,296
HOME Grant Income	446,867	332,073	327,047	327,047
Program Income	25,786	-	-	-
Transfer from General Fund	211,327	235,561	292,684	300,806
<b>Total</b>	<b><u>\$ 1,690,458</u></b>	<b><u>\$ 1,251,636</u></b>	<b><u>\$ 1,416,027</u></b>	<b><u>\$ 1,424,149</u></b>
<b>Expenses:</b>				
Personnel	\$ 285,248	\$ 261,773	\$ 463,182	\$ 485,655
Operating	1,383,869	957,880	952,845	938,494
Capital	-	29,987	-	-
Transfer Out	-	9,960	-	-
<b>Total</b>	<b><u>\$ 1,669,117</u></b>	<b><u>\$ 1,259,601</u></b>	<b><u>\$ 1,416,027</u></b>	<b><u>\$ 1,424,149</u></b>



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# FY 2017-18 Proposed Budget



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## Health Fund Budget Summary

# Health Fund

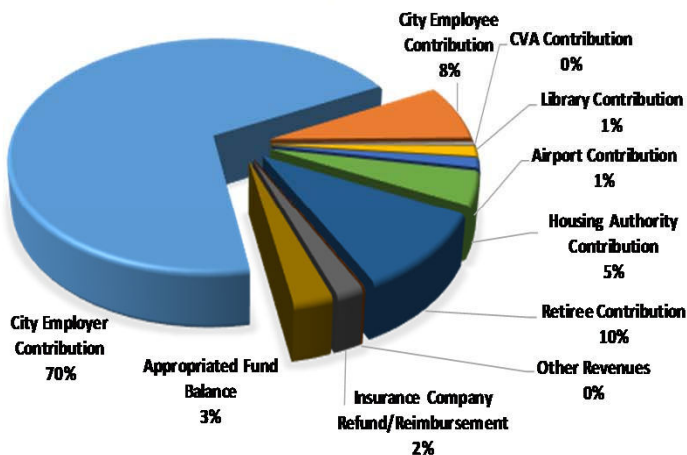
The Health Fund is used to account for the administration of the City's health insurance program.

**CITY OF GREENVILLE  
HEALTH FUND  
FOR FISCAL YEAR 2018**

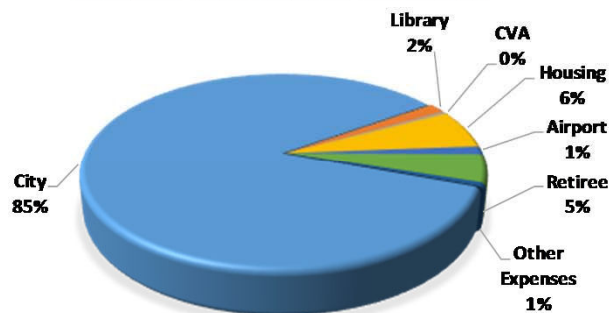
	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Proposed</u>
<b>Revenues:</b>				
City Employer Contribution	\$ 8,394,660	\$ 7,878,601	\$ 8,837,053	\$ 9,197,718
City Employee Contribution	1,624,498	1,619,812	1,245,311	991,464
CVA Contribution	45,988	47,936	48,670	51,713
Library Contribution	177,134	166,147	176,895	182,536
Airport Contribution	158,947	157,489	168,179	173,411
Housing Authority Contribution	597,920	581,240	581,284	599,541
Retiree Contribution	1,094,678	1,401,474	1,311,058	1,349,309
Other Revenues	86	94	4,246	4,246
Insurance Company Refund/Reimbursement	242,752	380,987	240,000	240,000
Appropriated Fund Balance	-	-	172,876	345,752
<b>Total</b>	<b><u>\$ 12,336,663</u></b>	<b><u>\$ 12,233,779</u></b>	<b><u>\$ 12,785,572</u></b>	<b><u>\$ 13,135,690</u></b>

<b>Expenses:</b>				
City	\$ 9,854,263	\$ 10,548,236	\$ 10,851,187	\$ 11,137,330
Library	186,670	184,658	209,203	216,313
CVA	38,511	49,495	52,814	54,611
Housing	782,673	804,968	812,915	841,305
Airport	156,146	159,164	177,167	183,234
Retiree	563,766	426,888	592,286	612,897
Other Expenses	56,819	-	90,000	90,000
<b>Total</b>	<b><u>\$ 11,638,848</u></b>	<b><u>\$ 12,173,410</u></b>	<b><u>\$ 12,785,572</u></b>	<b><u>\$ 13,135,690</u></b>

**HEALTH INSURANCE REVENUES**



**HEALTH INSURANCE EXPENSES**



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# FY 2017-18 Proposed Budget



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## Vehicle Replacement Fund Budget Summary

# Vehicle Replacement Fund

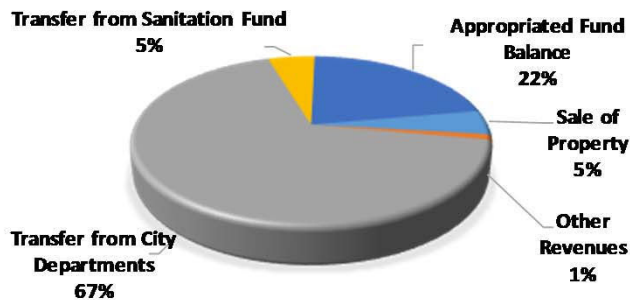
The Vehicle Replacement Fund accounts for monies to fund the City's capital budget, for the replacement of vehicles. All vehicles/equipment maintained by the Fleet Maintenance Division of the Public Works Department are considered under this fund. This fund minimizes fluctuations in the annual budget for vehicle expenditures and establishes a manageable replacement cycle.



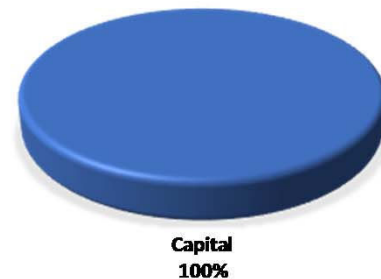
**CITY OF GREENVILLE  
VEHICLE REPLACEMENT FUND  
FOR FISCAL YEAR 2018**

	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Proposed</u>
<b>Revenues:</b>				
Sale of Property	\$ 219,488	\$ 63,819	\$ 223,000	\$ 227,460
Other Revenues	-	-	50,000	51,000
Transfer from City Departments	2,635,322	2,098,112	3,176,826	3,328,636
Transfer from Sanitation Fund	-	-	250,000	250,000
Appropriated Fund Balance	-	-	1,366,917	1,077,674
<b>Total</b>	<b><u>\$ 2,854,810</u></b>	<b><u>\$ 2,161,930</u></b>	<b><u>\$ 5,066,743</u></b>	<b><u>\$ 4,934,770</u></b>
<b>Expenses:</b>				
Operating	\$ -	\$ 1,782,721	\$ -	\$ -
Capital	3,334,759	4,320,146	5,066,743	4,934,770
Contra Expense	-	(3,483,687)	-	-
<b>Total</b>	<b><u>\$ 3,334,759</u></b>	<b><u>\$ 2,619,180</u></b>	<b><u>\$ 5,066,743</u></b>	<b><u>\$ 4,934,770</u></b>

**VEHICLE REPLACEMENT REVENUES**



**VEHICLE REPLACEMENT EXPENSES**



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# FY 2017-18 Proposed Budget



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## Facilities Improvement Fund Budget Summary

## Facilities Improvement Fund

The Facilities Improvement Fund accounts for monies to fund deferred maintenance projects as outlined in the City's 10 Year Facilities Improvement Plan. The projects funded include facility operations projects that are overseen by the Public Works department as well as Parks and Recreation improvement projects that are overseen by the Parks and Recreation department. The fund was created back in fiscal year 2014-15 through a \$0.01 increase in the ad valorem property tax rate. The fund receives funding through transfers from the General Fund in an amount needed to fund the annual budgeted projects.

**CITY OF GREENVILLE  
FACILITIES IMPROVEMENT FUND  
FOR FISCAL YEAR 2018**

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed
<b>Revenues:</b>				
Transfer from General Fund	\$ 1,545,434	\$ 1,579,180	\$ 1,590,000	\$ 1,542,000
<b>Total</b>	<b><u>\$ 1,545,434</u></b>	<b><u>\$ 1,579,180</u></b>	<b><u>\$ 1,590,000</u></b>	<b><u>\$ 1,542,000</u></b>
<b>Expenses:</b>				
Depreciation	\$ -	\$ 40,734	\$ -	\$ -
Capital/Capital Improvements	752,770	577,498	1,590,000	1,542,000
Contra Expense	-	(441,254)	-	-
<b>Total</b>	<b><u>\$ 752,770</u></b>	<b><u>\$ 176,979</u></b>	<b><u>\$ 1,590,000</u></b>	<b><u>\$ 1,542,000</u></b>

**FACILITIES IMPROVEMENT  
REVENUES**



**FACILITIES IMPROVEMENT  
EXPENSES**



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# FY 2017-18 Proposed Budget



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## Capital Reserve Fund Budget Summary

## Capital Reserve Fund

Capital Reserve Fund is a fund established to set aside and appropriate current funding to future capital projects. Routinely, the Council has transferred unassigned fund balance from the General Fund above the 14% Fund Balance policy into the Capital Reserve Fund to fund specifically identified projects as approved by Council. Currently, the Capital Reserve Fund contains funding appropriated to land banking for future park sites as well as funding for the Dickinson Sidewalk Project.

**CITY OF GREENVILLE  
CAPITAL RESERVE FUND  
FOR FISCAL YEAR 2018**

	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Proposed</u>
<b>Revenues:</b>				
Investment Earnings	\$ -	\$ 550	\$ -	\$ -
Transfers from General Fund	43,370	1,447,301	460,000	-
Transfers from Convention Center	-	-	-	-
Appropriated Fund Balance	-	-	1,623,419	-
<b>Total</b>	<b><u>\$ 43,370</u></b>	<b><u>\$ 1,447,851</u></b>	<b><u>\$ 2,083,419</u></b>	<b><u>\$ -</u></b>
<b>Expenses:</b>				
Increase in Reserve	\$ 43,370	\$ -	\$ -	\$ -
Transfer to Capital Project Fund	-	-	2,083,419	-
Transfer to General Fund	-	50,000	-	-
<b>Total</b>	<b><u>\$ 43,370</u></b>	<b><u>\$ 50,000</u></b>	<b><u>\$ 2,083,419</u></b>	<b><u>\$ -</u></b>



# City of Greenville, North Carolina

Meeting Date: 6/8/2017  
Time: 6:00 PM

**Title of Item:** Youth Council Discussion

**Explanation:** **Abstract:** Staff will present an update on discussions with the Pitt County Board of Education to develop a curriculum centered around municipal government as part of the school system's civics course.

**Explanation:** City staff has been in discussion with representatives of the Pitt County Board of Education to develop a curriculum centered around municipal government as part of the school system's civics course. The curriculum will include a series of presentations and projects pertaining to municipal government that will provide students with a better understanding of how local government works to improve and impact their lives and community.

Periodically throughout the semester, City staff will make presentations to the students that center around the various operational areas of the city. Such instruction will allow students to gain a higher level of knowledge concerning local government operations. The curriculum will be integrated into the 10th grade civics class taught at J.H. Rose High School and South Central High School, which are public schools that serve students residing within the City of Greenville. Discussions are under way with the school system to implement this curriculum as part of the 2017-18 school year.

Staff will provide an overview of this program and how it relates the Youth Council.

**Fiscal Note:** No fiscal impacts are associated with this presentation and discussion.

**Recommendation:** City Council receive the presentation and provide further input and direction for staff.



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# City of Greenville, North Carolina

Meeting Date: 6/8/2017  
Time: 6:00 PM

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**Title of Item:** Recycling Update

**Explanation:** **Abstract:** This update is to inform the City Council about recycling programs offered to the citizens of Greenville.

**Explanation:** This presentation will update City Council about recycling programs and initiatives that have been implemented within the City over the past five years. The City's residential recycling program plays a significant role in diverting items from the landfill and continues to improve with the ongoing distribution of curbside recycling carts as well as our public education and public art programs.

**Fiscal Note:** There are no fiscal impacts associated with this presentation.

**Recommendation:** City Council continue to support the recycling program as part of the City's sustainability and environmental stewardship programs.

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