



Agenda

Greenville City Council

October 8, 2012
6:00 PM
City Council Chambers
200 West Fifth Street

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

I. Call Meeting To Order

II. Invocation - Council Member Mitchell

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. Consent Agenda

1. Minutes from the August 9, 2012 City Council meeting
2. Guaranteed Energy Savings Performance Contract Agreement with Schneider Electric
3. Electric Capital Projects Budget Ordinance and reimbursement resolution for Greenville Utilities Commission's South Point of Delivery Substation

VII. New Business

4. Presentations by Boards and Commissions
 - a. Historic Preservation Commission
 - b. Recreation and Parks Commission
5. Financial audit for the fiscal year ended June 30, 2012
6. Performance Management and NC Benchmarking Project Update
7. Special pay adjustments for FY 2012-2013 and ordinance amending the Assignment of Classes to Pay Grades and Ranges
8. Resolution amending the City of Greenville Personnel Policies for Pay of Reclassified Employee/Pay for Employee Affected by Reorganization or Restructuring
9. Report on standards for internet sweepstakes businesses
10. Presentation on tree preservation recommendations
11. Council-Staff Communications Guidelines
12. Sun glare issue in City Hall atrium

VIII. Review of October 11, 2012 City Council Agenda

IX. Comments from Mayor and City Council

X. City Manager's Report

XI. Adjournment



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

-
- Title of Item:** Minutes from the August 9, 2012 City Council meeting
- Explanation:** Proposed minutes from the regular City Council meeting held on August 9, 2012, are presented for review and approval
- Fiscal Note:** There is no direct cost to the City
- Recommendation:** Review and approve the proposed minutes from the regular City Council meeting held on August 9, 2012.
-

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

Attachments / click to download

[Proposed Minutes of August 9 2012 City Council Meeting_934045](#)

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, AUGUST 9, 2012



The Greenville City Council met in a regular meeting on the above date at 7:00 PM in the City Council Chambers, third floor of City Hall, with Mayor Allen M. Thomas presiding. The meeting was called to order, followed by the invocation by Mayor Pro-Tem Rose H. Glover and the pledge of allegiance to the flag. The following were present.

Those Present:

Mayor Allen M. Thomas; Mayor Pro-Tem Rose H. Glover; Council Member Kandie D. Smith; Council Member Marion Blackburn; Council Member Calvin R. Mercer; Council Member Max R. Joyner, Jr.; and Council Member Dennis J. Mitchell

Those Absent:

None

Also Present:

Thomas Moton, Interim City Manager; David A. Holec, City Attorney; Carol L. Barwick, City Clerk and Polly Jones, Deputy City Clerk

APPROVAL OF THE AGENDA

Motion was made by Council Member Mitchell and seconded by Council Member Joyner to modify and extend the public comment period allowing a 30-minute regular public comment period for issues not related to the "Three Unrelated Rule" and an additional 40-minute comment period for citizens to speak fully about the "Three Unrelated Rule". During the 40-minute comment period, citizens will be able to speak in favor of this issue for 20 minutes and other citizens will speak in opposition for 20 minutes with each citizen speaking for a limit of 3 minutes.

Council Member Mercer stated that he will be voting in favor of this request because it extends the opportunity for people to weigh-in on this issue. To divide up the additional comment period equally may suggest to some people that there are equal sides here. From all of the evidence and in terms of the people who have weighed-in on this, there is overwhelming opposition to making a change. This is a fine structure but he would not want to give that impression about the sides, even though he does not interpret it that way.

Council Member Smith stated that she is concerned that each side's period to speak is even, and stated it does not matter how many people are on one side versus the other. The additional comment period will allow people of both sides the opportunity to speak. There is not enough time allotted to hear comments from each of the sides during the regular public comment period. There are a number of citizens here, and it is critical to allow them

to speak. It is not for the City Council to weigh how many are for and against this issue. It is up to the citizens to speak for themselves.

Motion was carried with a unanimous vote.

Interim City Manager Moton reminded the City Council of their vote on Monday to continue Items #4 and #6 until September.

Motion was made by Council Member Joyner and seconded by Council Member Blackburn to make the changes stated by Council Member Mitchell and Interim City Manager Moton and to approve the agenda. Motion carried unanimously.

SPECIAL RECOGNITION

- Interim City Manager Moton presented a retirement plaque to Mr. Scotty Dixon for his 21 years and 2 months of outstanding service in the Public Works Department. Mr. Scott Godefroy, Interim Public Works Director, commended Mr. Dixon for being a great asset and providing a great service as Paint-Body Technician to the Fleet Maintenance Division. Mayor Thomas and Mr. Ken Jackson, Operations Manager of the Public Works Department, congratulated Mr. Dixon on his retirement.
- Interim City Manager Moton presented a retirement plaque to Mr. William A. Futrell for his 24 years of outstanding service as Street Supervisor in the Public Works Department. Mr. Godefroy extended his appreciation of Mr. Futrell's service to the Street Division. Mayor Thomas and Mr. Ronnie Dobson, Street Superintendent of the Public Works Department, congratulated and extended their appreciation for his service to the citizens.
- Mayor Thomas presented an outstanding service plaque to Interim City Manager Thomas Moton, Jr. and commended him for his service as Interim City Manager from March 1 to August 12, 2012. He commended him for guiding the City through the budget process and through the significant changes in the City for the past six months. Mayor Thomas stated that Interim City Manager Moton tells him what he needs to know, and he likes and appreciates him for that. He is a consummate professional and a competent city manager period.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Affordable Housing Loan Committee

Council Member Kandie Smith continued the replacement of Gregory James until September.

Board of Adjustment

Council Member Kandie Smith continued the Board of Adjustment appointment until September.

Community Appearance Commission

Motion was made by Council Member Mercer and seconded by Council Member Joyner to reappoint Brenda Diggs for a second three-term to expire July 2015. Motion carried unanimously.

Greenville Bicycle and Pedestrian Commission

Motion was made by Council Member Mercer and seconded by Council Member Joyner to appoint Henry Robbins to fill an unexpired term to expire January 2013, replacing Christopher Davis, who resigned. Motion carried unanimously.

Greenville Utilities Commission

Motion was made by Council Member Joyner and seconded by Council Member Mitchell to reappoint Virginia Hardy to serve a second three-year term to expire July 2015. Motion carried unanimously.

Human Relations Council

Mayor Pro-Tem Glover continued the two student representative appointments until September.

Pitt Greenville Convention and Visitors Authority

Mayor Pro-Tem Glover continued the recommendation to the Pitt County Board of Commissions for the replacement of Ivory Mewborn, who resigned. She also continued the replacement of Joseph Fridgen, who is ineligible for reappointment.

Motion was made by Mayor Pro-Tem Glover and seconded by Council Member Joyner to recommend the reappointment of Robert Sheck for a second three-year to expire July 2015. Motion carried unanimously.

Police Community Relations Committee – No action taken

Youth Council

Motion was made by Council Member Blackburn and seconded by Council Member Joyner to appoint Ashish Khanchandani for a first one-year term to expire October 2013. Motion carried unanimously.

Appointments to Cable Television Government Access Channel Ad Hoc Advisory Committee

Interim City Manager Moton reminded the Mayor and City Council of their appointments to be made to this committee.

Motion was made by Council Member Mercer and seconded by Council Member Joyner to appoint Cherie Speller as a member of the Cable Television Government Access Channel Ad Hoc Advisory Committee. Motion carried unanimously.

Mayor Thomas stated that he would like to appoint Jonathan Ellerbee.

Motion made by Council Member Joyner and seconded by Council Member Smith to appoint Jonathan Ellerbee as a member of the Cable Television Government Access Channel Ad Hoc Advisory Committee. Motion carried unanimously.

•—————•
NEW BUSINESS
•—————•

PUBLIC HEARINGS

ORDINANCE REQUESTED BY BRIGHTON PARK APARTMENTS, LLC TO REZONE 0.63 ACRES LOCATED ON THE WESTERN RIGHT-OF-WAY OF BRIGHTON PARK DRIVE

APPROXIMATELY 50 FEET SOUTH OF ITS INTERSECTION WITH MELROSE DRIVE FROM MO (MEDICAL-OFFICE) TO MR (MEDICAL-RESIDENTIAL) - DENIED

Interim City Manager Moton reminded the City Council that a valid protest petition has been submitted for this request.

Planner Gooby delineated the property on the map, stating that this rezoning is located in the northern quadrant of the City. The property is vacant, and there is multi-family to the north and office/institutional along Fifth Street. A traffic report was not generated due to the actual decrease in traffic. There was a decrease in traffic between the existing and proposed zoning. The current zoning could yield 6,028+/- square feet of medical-office space and under the proposed zoning it would be 8 multi-family units. In this particular section of West Fifth Street, there is mainly multi-family to the north and medical offices along the highway. The line of MO (Medical-Office) and MR (Medical-Residential) was basically an arbitrary line at the time this was brought into the City jurisdiction. This line was drawn to show a demarcation between office and multi-family. At that time, most of these lots were not even in existence. This is a very long piece of the property. The Future Land Use Plan Map does recommend office\institutional\multi-family along Fifth Street, and it does transition into the high density or multi-family to the north. Again, the office\institutional\ multi-family district contains an office or a multi-family option. In staff's opinion, the request is in compliance with Horizons: Greenville's Community Plan, the Future Land Use Plan Map and the Medical District Land Use Plan Update (2007). There is a valid protest petition. The requested zoning is MR (Medical-Residential). Medical-Residential is already adjacent to the property as well. Planner Gooby delineated the two lots for rezoning on the map. The Planning and Zoning Commission voted to recommend denial of the request at its March 20, 2012, meeting.

Council Member Blackburn asked if there is more than one property owner around the rezoning request parcel.

Planner Gooby responded that to be correct and delineated the properties on the map.

Council Member Blackburn asked approximately how many properties are there.

Planner Gooby responded six and some of the property is owned by the petitioner.

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

Carl Tyndall – No address given

Mr. Tyndall, owner of Carolina Ortho Prosthetics and protest petitioner of the rezoning request, spoke in opposition to the request stating there have been problems including animal traffic, people traffic, and an increase in crime at Brighton Park. People from the apartments are walking their dogs and the dogs are using their properties improperly. There is a lot of foot traffic through the parking lots and people arriving and leaving work are feeling unsafe. There has been an increase in the crime rate. There has been theft at their office and in employees’ vehicles. Property owners in the area feel that the rezoning will decrease property values of the medical-office area. Mr. Tyndall referred to his handout to the City Council stating that the signage of Fifth Street shows the area as being a Medical district. Mr. Tyndall summarized his information regarding the MO (Medical-Office)/MI (Medical-Industrial) property depths.

MO/MI Property From:

Fifth Street Right-Of-Way

- Carolina Ortho Prosthetics.....650 ft.

Going West

- Nursing Home.....480 ft.
- Dialysis Center.....480 ft.

Going East

- Brighton Park MO Lots, West of Brighton Park Drive (4 lots combined) total.....445 ft.
- Brighton Park MO Lots, East of Brighton Park Drive.....457 ft.
- Phillip Carrol West side Arlington.....460 ft.
- Phillip Carrol East side Arlington.....487 ft.

Mr. Tyndall concluded stating that, regarding adequate housing in the area, in addition to Brighton Park, The Heritage at Arlington, east of Brighton Park, is being built with a planned number of 372 units of 1, 2, and 3 bedrooms. The initial rezoning request was for .43 acres and currently, they are asking for .63 acres to be rezoned. Residents are asking that the property in question not be rezoned as high density residential or medical residential in that area and to keep the zoning as medical-office or medical-institutional.

Barbara Tyndall – No address given

Mrs. Tyndall, wife of Mr. Carl Tyndall and protest petitioner of the rezoning request, spoke in opposition to the request reiterating the problems in the area. She stated that a number of people are loitering on the sidewalks, and they are concerned about the safety of their

handicapped patients. Their ortho prosthetic patients enter and exit vehicles more slowly than other people. Mrs. Tyndall recalled when she was leaving from work one evening that two cars were in their parking lot, which is not a drive-thru parking lot. She drove her car to investigate and the drivers sped off. Obviously, the individuals in the vehicles were up to business that should not be conducted in that area. She has been an employee of Vidant Medical Center for twelve years. Vidant Medical Center, Brody School of Medicine, and East Carolina University operate during very unusual hours. Employees who work, people who visit the hospital and students who study at the lab feel that due to the increase of foot traffic, it is no longer safe anymore. There are also problems at the hospital. Walking paths are around the hospital to promote health in the City of Greenville, but they are not safe at certain times of the day and at night. The zoning request gets approval and the units are promoted to be for professionals, gated, and safe. She is aware that they cannot govern what type of people to whom landlords rent or to what size unit and how many people are going to rent the unit. Mrs. Tyndall presented a graph indicating the crime statistics that had occurred between 2002 and March 12, 2012 at Brighton Park, Paladin Park and Treybrooke and stated these are the calls to the Police Department. Based on the number of units in Brighton Park, every unit has had a police call at least once and 80 percent of the units have had a second police call in the last couple of years. Mrs. Tyndall stated that she opposes the request and would like to keep the zoning as medical-office/medical-industrial so that when people come into the neighborhood, they can easily locate and do not wind around through apartment complexes.

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

Council Member Blackburn stated that she would be making a motion and voting to deny this request because she feels that there is considerable value in retaining current zoning. One of the principles in zoning is to keep like with like, especially in a medical setting where you want patients to feel that they are in a medical setting and not a residential setting.

City Attorney Holec reminded the City Council that statutes require when the City Council makes a motion to either approve or to deny, that City Council makes a comment as to how the request complies with the Comprehensive Plan. There is a suggested motion in the agenda sheet, if City Council determines to deny the rezoning request that reads as follows:

Motion to deny the proposed amendment and to make a finding and determination that, although the rezoning request is consistent with the Comprehensive Plan, there is a more appropriate zoning classification and, therefore, denial is reasonable and in the public interest.

Council Member Joyner asked is this request in compliance with the Comprehensive Plan and what should happen in that area for the City's future plans.

Planner Gooby responded that it is essentially the pattern you would see, and there is not a wrong or right rezoning in this particular area because it is in compliance. It is a matter of opinion of how far the City wants to have the MO and the MR, and that is the choice tonight.

Council Member Joyner stated that if crime is increasing in this area, he would love to meet with some of the property owners and with other Council Members to determine if there is a solution. Police staff could walk the area with them and see whether they have recommendations regarding how to make the area safer, what the property owners could do, or what the City could do. The trend on this based on the reports given by Mrs. Tyndall is crime is up, and the City needs to be proactive and look at it and see what can be done. Council Member Joyner asked that the citizens leave a telephone number where they could be contacted or the citizens should call him.

Council Member Mitchell stated that he had rented the facility behind Carolina Ortho Prosthetics and they are actually correct about the foot traffic and the residents walking their animals. He recalls that when they were coming out of their office, they could not leave the area because it seemed as though every police officer in Greenville had an apartment complex surrounded. There are some serious issues in the area.

Motion was made Council Member Blackburn and seconded by Council Member Joyner to deny the proposed amendment and to make a finding and determination that, although the rezoning request is consistent with the Comprehensive Plan, there is a more appropriate zoning classification and, therefore, denial is reasonable and in the public interest. Motion carried unanimously.

ORDINANCE REQUESTED BY GREENVILLE COMMUNITY LIFE CENTER, INC. TO REZONE 2.27 ACRES LOCATED AT THE NORTHWEST CORNER OF THE INTERSECTION OF MANHATTAN AVENUE AND CHESTNUT STREET FROM OR (OFFICE-RESIDENTIAL [HIGH DENSITY MULTI-FAMILY]) TO CDF OWNTOWN COMMERCIAL FRINGE) - CONTINUED

ORDINANCE REQUESTED BY STORAGE KINGS, LLC TO REZONE 0.174 ACRES (7,579 SQUARE FEET) LOCATED ALONG THE SOUTHERN RIGHT-OF-WAY OF DECK STREET AND 115+/- FEET EAST OF THE INTERSECTION OF DECK STREET AND SOUTH GREENE STREET FROM R6 (RESIDENTIAL [HIGH DENSITY MULTI-FAMILY]) TO CH (HEAVY COMMERCIAL) - ADOPTED

Planner Chantae Goody delineated the property on the map, stating that the rezoning is centrally located in the City. The rezoning is located along the southern right-of-way of

Deck Street and 115+/- feet east of the intersection of Deck Street and South Greene Street. It is almost 2/10th of an acre which is approximately 7,600 square feet. The property is vacant as well as most of the other properties around it. There are residential and duplexes around the area as well. This property is impacted by the 100-year floodplain associated with Green Mill Run. A traffic report was not generated. The requested zoning would actually generate less traffic than the current zoning. The property is currently zoned for multi-family and under that requested zoning, it could accommodate one duplex building and yield 1,677 square feet of mini-storage space or commercial space. The Future Land Use Plan does recommend commercial and that would be coming off of the intersection of Evans and Deck Streets. In Staff's opinion, the request is in compliance with the Horizons: Greenville's Community Plan and the Future Land Use Plan Map. The Planning and Zoning Commission voted to approve the request at its June 19, 2012, meeting.

Council Member Mercer asked how is this request consistent with the concern about building in the floodplain that is addressed in the Horizons Plan.

Planner Gooby responded that the City has a damage prevention ordinance that states that when building in the floodplain, there are elevation standards but there is a preference. When building in the floodplain, a commercial property would be the preference rather than a residential property. Someone could lose their house. If the owner is going to develop the property, there would be elevation standards to this property.

Council Member Mercer asked if there is a flaw in the Horizons Plan in terms of how it handles the floodplain issue.

Merrill Flood, Director of Community Development, responded that the Horizons Plan is, obviously, the long range planning vision to solve the City's policy directives that would further be developed to reflect sort of the character of what the Horizons is intended to do. Planner Gooby mentioned that although there is floodplain in conservation areas, building in the floodplain is not prohibited. It means that the City has certain environmental areas where we know there are actually streams that we want to keep developing, but we also want to keep density out as well. Also, Planner Gooby mentioned having a commercial use in an area within the floodplain is perfectly allowable; it just has to meet current development standards which are found in the Zoning Ordinance under the damage prevention ordinance.

Council Member Mercer stated that during the Planning and Zoning Commission discussions of this rezoning request, he noticed that one of the members questioned that this rezoning did not protect neighborhood livability. He asked for Staff's opinion on the member's concern.

Planner Gooby responded that Dr. White's concerns were that it was heavy commercial, near residential and the possible conflicting uses between the commercial and residential adjacent to one another. In this particular situation, a) it is less than 2/10th of an acre b) the remaining portion of the property is CH (Heavy Commercial) and property has been zoned this way since 1969. In essence, this particular rezoning is very insignificant in comparison to what is already there and what is there has been there since 1969.

Council Member Mercer asked was a mistake made in the past to rezone the property commercial.

Planner Gooby stated that she is not saying that rezoning the property commercial was a mistake. In 1969, there were very general districts meaning there was commercial and anything could have been placed there. There was residential and anything could have been placed there. Decades after that, they started fine tuning where the commercial should be. It ended up that they had the R6 (Residential [High Density Multi-family]) beside the CH (Heavy Commercial), but decided on the CH. The zoning is not perfect or preferable but, in this instance, it is very insignificant compared to what they have.

Council Member Mitchell stated that the area already floods very badly when it rains. Legally, it is unknown what the property owner will build there and City Council is looking at the zoning request by the name of storage. If a storage business was built on the property with the impervious surface, he could only imagine what it would add to the flooding problem in the area already.

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

Mike Baldwin – No address given

Mr. Baldwin, representative of Storage Kings, LLC, spoke in favor of the rezoning request, stating that the request is in compliance and it is customary to have heavy commercial alongside residential. Mr. Baldwin named some of the locations where heavy commercial and residential already exist. He feels that it is better to have commercial property in floodplains rather than residential property in floodplains. The lot is at the high end of the floodplain and one corner of the lot is out of the floodplain. The City has a stringent damage prevention ordinance to protect properties for them to follow as well as a stormwater ordinance. If the storage units were built there, the City has two safeguards in place.

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

Motion made by Council Member Joyner and seconded by Council Member Blackburn to adopt the ordinance rezoning 0.174 acres (7,579 square feet) located along the southern

right-of-way of Deck Street and 115+/- feet east of the intersection of Deck Street and South Greene Street from R6 (Residential [High Density Multi-family]) to CH (Heavy Commercial). 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. Motion carried unanimously. (Ordinance No. 12-032)

ORDINANCE REQUESTED BY THE EAST CAROLINA BANK TO REZONE 41.616 ACRES LOCATED ALONG THE SOUTHERN RIGHT-OF-WAY OF REGENCY BOULEVARD BETWEEN SOUTH POINTE DUPLEXES AND THE CSX RAILROAD FROM R6S (RESIDENTIAL-SINGLE-FAMILY [MEDIUM DENSITY]) TO R6A (RESIDENTIAL [MEDIUM DENSITY MULTI-FAMILY])- CONTINUED

ORDINANCE REQUESTED BY PARADIGM, INC. TO AMEND THE ZONING ORDINANCE TO PROVIDE A PROCESS THAT ALLOWS THE BOARD OF ADJUSTMENT TO APPROVE REASONABLE ACCOMMODATIONS RELATED TO THE CITY'S 1/4 MILE SEPARATION STANDARD FOR FAMILY CARE HOMES SUBJECT TO SPECIFIED FINDINGS

Interim Assistant City Manager Chris Padgett stated that the applicant, Paradigm, Inc., is a local mental and behavioral health care provider that operates care homes in the City of Greenville. Staff has been working with the applicant over the past nine months regarding their desire to allow limited and appropriate exceptions to the City's 1/4 mile separation requirement for family care homes. That has resulted in the text amendment that City Council will be reviewing this evening. This is a relatively complicated issue involving not just local land use authority and zoning, but also State requirements as well as Federal law.

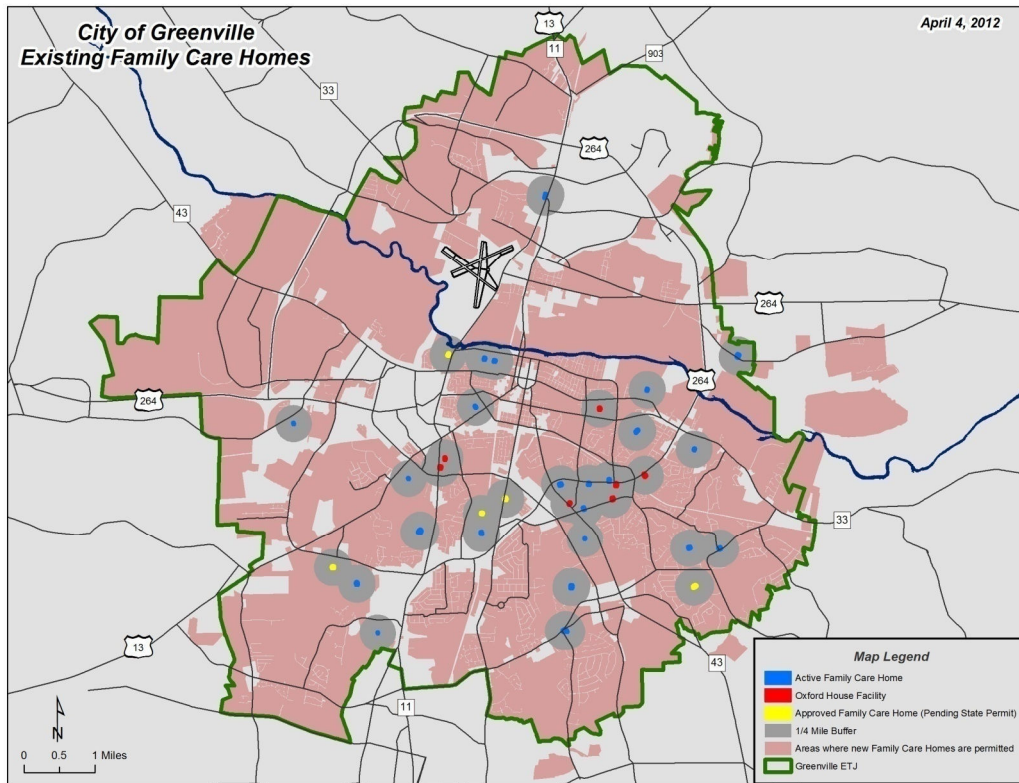
Interim Assistant City Manager Padgett stated that the State of North Carolina first created standards for family care homes in 1981. The City of Greenville followed suit that same year modeling the City's standards after the enabling legislation that the State had adopted. The State defines a family care home as a home with support and supervisory personnel that provides room and board, personal care and rehabilitation services in a family environment for not more than six resident persons with disabilities. The term, person with disabilities, is relatively broadly defined. It includes persons with mental retardation, cerebral palsy, epilepsy, autism, hearing and sight impairments, emotional disturbance and orthopedic impairments, persons suffering from Alzheimer's, senile dementia, or organic brain syndrome; persons with human immunodeficiency virus (HIV) and/or acquired immune deficiency syndrome (AIDS) who is in ambulatory condition, and recovering alcoholics or drug addicts who are not currently using an illegal controlled substance. The definition does not include individuals that are considered to be dangerous to others and included in the report, there is a detailed definition of that as well.

Interim Assistant City Manager Padgett stated that State law provides limits on how municipalities can regulate family care homes. They require that municipalities view family care homes as residential land uses for zoning purposes and shall allow them as a permitted use in our residential zoning districts. Municipalities cannot make them subject to the issuance of a Special Use Permit or a variance. The one ability that the State does give municipalities is the right to prohibit a family care home from being located within a 1/2 mile radius of an existing family care home. One factor that has to be discussed and considered by municipalities when regulating family care homes is the Federal Fair Housing Act. The Act makes it unlawful to make a dwelling unavailable to a person because of race, color, national origin, religion, sex or handicapped condition. The Act applies to local governments including the requirement that local governments make a reasonable accommodation in rules and policies when it is necessary to afford a protected person equal opportunity to use and enjoy a dwelling. The courts in some states have invalidated separation requirements completely, while they have been upheld in other states. A case has not yet been through the court system in North Carolina so we do not know what the standard is currently in the State.

Interim Assistant City Manager Padgett stated that the City's current standards are:

- Family Care Homes are permitted by-right in all residential zoning districts (RA-20, R-15S, R-9S, R-6S, R-6N, R-9, R-6, R-6A, R-6MH, MR, MRS, OR, and CDF).
- They are not subject to the issuance of a Special Use Permit.
- They are subject to a ¼ mile separation requirement (a proposed Family Care Home must be located at least ¼ mile from an existing Family Care Home).

From a historical perspective, the City's original requirement adopted in 1981 included a 1/2 mile separation requirement for family care homes. In 1991, the Pitt County Group Home Board petitioned the City to eliminate that spacing requirement and in lieu of eliminating it all together, the City Council reduced it to a ¼ mile separation requirement, which is the City's current standard today. As a result of the current standards, the City does have twenty-nine approved family care homes in its jurisdiction. Twenty-four of those are active and five are approved by the City but pending State permitting. In addition, there are eight Oxford House facilities, which were created by Federal legislation; therefore, they are not subject to local zoning authority. The map depicts the location of all of these facilities. The areas shown in pink are the areas where new facilities would be permitted today meaning that they are appropriately zoned and are outside of a 1/4 mile radius of any of the existing facilities. Approximately 60 percent of the City's overall jurisdiction is available for new family care homes under the current rules.



Interim Assistant City Manager Padgett stated that the application submitted proposes to empower the Board of Adjustment to grant a reasonable accommodation to the 1/4 mile separation standard applicable to family care homes subject to specified findings. Procedurally, any request for a reasonable accommodation would be processed exactly like a Special Use Permit, except with different findings. The approval of a reasonable accommodation is limited to the spacing requirement for a family care homes only so it would not apply to other land uses or other standards. The Board of Adjustment as they do in other cases may prescribe appropriate conditions and safeguards to any such approval.

Interim Assistant City Manager Padgett stated that again, special findings would be required to be made by the Board of Adjustment to grant a reasonable accommodation. The proposed findings were developed based on the most recent case law and they include finding that granting an accommodation would be reasonable and necessary. Some of the factors that may be considered in finding that a reasonable accommodation is reasonable include but are not limited to the following:

- a. The legitimate purposes and effects of existing zoning regulations are not undermined by the accommodation;
- b. The benefits that the accommodation provides to individuals with disabilities;
- c. Alternatives to the accommodation do not exist which accomplish the benefits more efficiently; and
- d. A significant financial and administrative burden is not imposed by the accommodation upon the city.

Factors that may be considered in finding that a reasonable accommodation is necessary include but are not limited to the following:

- a. A direct or meaningful amelioration of the effects of the particular disability or handicap is provided by the accommodation; and
- b. Individuals with disabilities are afforded by the accommodation equal opportunity to enjoy and use housing in residential neighborhoods.

Interim Assistant City Manager Padgett stated that whenever Staff reviews a proposed text amendment they have to determine whether it is in compliance with the Comprehensive Plan. The Comprehensive Plan does not address specifically separation standards related to family care homes or for that matter providing a reasonable accommodation. There are some objectives that could be viewed as supporting the request and there are some others that can be viewed as opposing the request. Those that may be interpreted as supporting the basis of the requested text amendment include:

- Objective H15: To partnership with others to provide affordable housing for special needs populations.
- Objective UF2: To encourage a mixing of land uses.
- Objective UF3: To encourage a diversity of housing options.

Those that could be viewed as being adverse or detrimental to the basis of requested text amendment include:

- Objective H6: To improve and revitalize existing neighborhoods.
- Objective UF6: To preserve neighborhood livability.

In Staff's opinion, the proposed text amendment is in compliance with Horizons: Greenville's Comprehensive Plan. The proposed text amendment provides the opportunity for an individual to seek a reasonable accommodation under the Federal Fair Housing Act. The process proposed affords protection to neighborhoods by (1) including the opportunity for public notice and a public hearing; (2) requiring that the application meet required findings; and (3) providing the opportunity for the Board of Adjustment to impose

appropriate conditions and safeguards to ensure compatibility with adjacent nearby properties.

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

Bob Thompson – No address given

Mr. Thompson of the Disability Advocates and Resource Center, a center of independent living, spoke in favor of the request stating that he is the advocacy coordinator for three counties. Mr. Thompson summarized the history of this request stating that in May, he was approached by the owner of Paradigm, Inc. and a parent of John Martin Bradley who is in the audience tonight as a person with disabilities. Due to illness and the aging of his parents, the family realized that after 28 years of taking care of him that there are accommodations that need to be provided for the rest of his life. This young man has such extended abilities and a high functioning IQ that he has two part-time jobs. An attorney was hired and wanted to change the entire ordinance and the Planning and Zoning Commission denied the request. With the advice of Staff, they went back before the Planning and Zoning Commission to explain a complex situation of such a degree. Not knowing where the State is in the process with this ordinance for the entire State, they approached them asking for a modification of the ordinance to allow a reasonable accommodation. At that point, there was discussion and the Planning and Zoning Commission did support what they asked them to do for this one situation. This will give this family an opportunity to keep this young man in close proximity to them. Also, it will give this young man a right to be able to do like everybody else, to be able to maintain his employment, to be able to be a functioning young man as he is and, with the aid and assistance of Paradigm, Inc., to be able to be in a high functioning situation. The young man is also a customer of ours at the Disability Advocates and Resource Center where this is not the end but a beginning for him as far as they are concerned. They will be helping him to live as independently as he chooses and not being dictated by an ordinance. Mr. Thompson asked for the City Council's consideration of approval of this zoning ordinance amendment.

Ann Maxwell – 1506 East Fifth Street

Ms. Maxwell spoke in opposition of the request stating that this is rather awkward because she certainly does not want to speak against this person in question and would like for everybody to live in a place where they could be productive. She is merely speaking as the Chairperson of the Neighborhood Advisory Board. The Board had not met before this item was placed on the agenda for tonight. In the past in discussing this issue, they felt that their mission in preserving neighborhoods is that the ¼ mile separation made it so that when people lived in neighborhoods, they truly were in neighborhoods. They do see the value of integrating everyone into the neighborhoods and all neighborhoods need to take part in that. The Neighborhood Advisory Board thought that if the City changed the ¼ mile

separation radius that the City Council could end up with a campus situation which would totally change the whole reason for having family care homes integrated into the neighborhoods. When the Neighborhood Advisory Board discussed this issue, there was a unanimous vote to support no change in the $\frac{1}{4}$ mile separation.

Council Member Joyner asked how many people were voting in the Neighborhood Advisory Board's unanimous vote to support no change in the $\frac{1}{4}$ mile separation.

Ms. Maxwell responded that they had a quorum and the representatives from every district were present. The group is very concerned and wants to embrace family care homes. They thought it would be in the best interest of anyone in a family care home in addition to the neighborhoods, if the homes were spread out more in the City.

Council Member Joyner asked if these were personal feelings of the individual members of the Neighborhood Advisory Board or did the members contact their neighborhood associations.

Ms. Maxwell responded that all of us discuss things with our neighborhood associations.

Council Member Joyner asked if it was a vote of the homeowners associations and then the Advisory Board members voted based on what the homeowners associations said.

Ms. Maxwell responded that she cannot guarantee that everybody brought it up with their groups, but she feels that no one is saying this out of any malice or ugliness about anything. She knows the person in question, and she wants him to receive everything that he needs.

Mayor Thomas asked if she had a chance to speak to Mr. Thompson since the Neighborhood Advisory Board voted on this issue.

Ms. Maxwell responded that she had not and she saw the item on the agenda tonight and realized that this is an issue that the Neighborhood Advisory Board had discussed. In all fairness to the Board, she is making comments on their behalf. She is not questioning this particular case. Ms. Maxwell asked does this mean that the City Council wants to change the way that this kind of petition is handled for all future cases or for just this case.

Interim Assistant City Manager Padgett responded that to clarify the application that is before the City Council, the application is requesting that there be a procedure put in place where somebody who feels that they are entitled by the Federal law to a reasonable accommodation could apply through the Board of Adjustment to receive that reasonable accommodation. The City's current $\frac{1}{4}$ mile separation requirement applicable to family care homes remains in place, but there is an avenue for somebody to request a deviation

from that where they feel that they are entitled to do so. That specific application is reviewed based on its merits and based on the information provided to see that the required findings can or cannot be made. It is very site specific and provides neighborhoods an opportunity to come to the Board of Adjustment meetings to let it be known that they are in favor or in opposition of applications. It is not a blanket change to the standard or a blanket variance. It is a procedure that is currently unavailable and Staff feels that there is a need to have it based on a case law.

Ms. Maxwell asked will citizens be allowed to weigh-in.

Interim Assistant City Manager Padgett stated that to be correct.

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

Council Member Blackburn requested Staff to briefly tell her about the federally protected Oxford Houses because they are not subject to this separation and is that true.

City Attorney Holec stated that they were authorized by the Federal government and through a contract with the State and with that they are not subject to the zoning regulations.

Council Member Blackburn stated that if she filed a certain kind of paperwork and get a certain kind of certification, she is not subject to the separation requirement.

City Attorney Holec stated that to be correct.

Council Member Mitchell stated that this is a very good text amendment. The thing about family care homes is the comprehensive State rules governing them.

Mayor Pro-Tem Glover asked about the State limits on local land use and control and stated that the statute indicates that a family care home cannot be made subject to the insurance of a Special Use Permit.

City Attorney Holec stated that to be correct.

Mayor Pro-Tem Glover further asked about the Fair Housing Act that makes it unlawful to make a dwelling unavailable to a person because of race, color, national origin, religion, sex or handicapped condition.

City Attorney Holec stated that to be correct.

Council Member Blackburn stated that this is a gut wrenching decision for her because she fully supports the young man and his family and, of course, you will hardly find someone who is more persuasive than Bob Thompson. She is also concerned about changing ordinances that are designed to protect and preserve our neighborhood and quality of life.

Mayor Pro-Tem Glover stated that this issue has come before the City Council previously and Mr. Thompson was present at that meeting. She would hate for a family to be unable to have their child at a home near them. Also, she has handicapped persons in her family and would like for them to live in a home setting environment in the community.

Motion was made by Mayor Pro-Tem Glover and seconded by Council Member Joyner to adopt the ordinance requested by Paradigm, Inc. amending the Zoning Ordinance to provide a process that allows the Board of Adjustment to approve reasonable accommodations related to the City's 1/4 mile separation standard for family care homes subject to specified findings. Motion passed with a 5:1 vote. Mayor Pro-Tem Glover and Council Members Joyner, Mercer, Smith and Mitchell voted in favor of the motion and Council Members Blackburn voted in opposition. (Ordinance No. 12-033)

ORDINANCE IMPOSING A TEMPORARY DEVELOPMENT MORATORIUM ON INTERNET SWEEPSTAKES BUSINESSES

City Attorney David Holec stated that the proposed moratorium on internet sweepstakes businesses would terminate on January 11, 2013 and that is a six-month period. It is the day after City Council's Thursday meeting in January. The purpose of the moratorium is to allow them to develop regulations customized to this use. In the event the regulations are not developed, City Council has the authority to extend the moratorium. The duration of the moratorium should be of a reasonable length of time for the purpose of the development of the regulations and the six months period is appropriate. This matter requires a public hearing and, after it is conducted, City Council has the authority to adopt an ordinance imposing the moratorium.

City Attorney Holec advised that there two pending applications for a special use permit for internet sweepstakes businesses which would not be subject to the moratorium, if Council adopts the ordinance which imposes the moratorium.

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

Council Member Joyner stated that he asked that this item be placed on the agenda because he has received so many citizens' complaints and these businesses were popping up everywhere. The City needs some rules and regulations for them. Council Member Joyner

Dru York – 2001 East Fifth Street

Ms. York stated that she has been a resident of Greenville since 1984. Once again, the work of Greenville City Council sadly fails to reflect good planning and the expectations of Greenville citizenry. For instance, plans are now being made to welcome the new federal bankruptcy courthouse in the downtown area near the corner of Reade Circle and Dickinson Avenue. Just six months ago, an effort by certain Council Members to move a long planned Intermodal Transportation Center from Eighth Street between Evans and Cotanche Streets to the same site of the now proposed courthouse building almost threatened funding for the Intermodal Transportation Center. This week, the limited availability of parking in the downtown area once again rose to the forefront extensively because of current courthouse parking demands. In recent years, the City has carefully accrued \$1.7 million to build a parking deck in the downtown area. At the Monday, August 6, 2012 City Council meeting, the majority of Council Members chose to narrow the study of six proposed sites to two and neither will relieve either the new or old courthouse parking and only exacerbate other parking issues. These two locations will mostly serve food and drinking establishments concentrated in the three-block area of Fifth Street at the cost of approximately \$4.5 million. Also, the planning for these two sites does not appear to be linked to the proposed Intermodal Transportation Center which could ultimately reduce costs. Today, they learned that the City has not stepped in concerning the sale of Third Street School. A 14.3 acre riverfront property in Skinnerville near the Tar River was once owned by Greenville and the City schools and following the consolidation of City-County schools managed by Pitt County Schools. However, the property is still listed today as being owned by the Greenville Board of Education. Greenville's ongoing plans for a greenway extension, between downtown and East Carolina Medical School, perfectly complement the retention of this property in public hands for a park and/or a science museum with room to grow and a beautiful natural site. Apparently, a lack of vision limits these possibilities while City Council chooses to spend an additional \$250,000 on the new Dream Park instead of waiting two months to find out about available grant funding to cover this funding shortfall. The price for 14.3 acres of prime public riverfront real estate in Greenville is \$290,000. Ms. York concluded asking why isn't the public being better served.

Ann Eleanor – No address given

Ms. Eleanor stated that she recently had some interaction with Code Enforcement Officer Cory Barrett, and it has been a very positive experience. The mere spectre of code enforcement caused the owner of the rental property next to her property to make necessary repairs caused by Hurricane Irene. The management company had one tenant moving out and a new one moving in within five days. Major repairs were done including a new roof, but do not let this go to Cory's head.

20-Minute Public Comment Period For Citizens In Favor Of Modifying The “No More Than Three Unrelated” Occupancy Standard

David Carpenter – 127 King George Road

Mr. Carpenter stated that he is an owner of property downtown and adjacent to the University. None of his properties have more than three bedrooms, and he has no desire to buy properties with more than three bedrooms. He is here to speak more out of a general concern for the health and welfare of the University neighborhood. In the early 1980's, the ordinance that is currently in place was enacted to create stability for the neighborhood and to create a balance between rental property and owner occupied family houses. In the interim, additional financial incentives have been created to encourage families to buy properties in the University neighborhood. In the 1980's, 40 percent of properties were unoccupied compared to 17 percent in present day. There has been a decline in the owner occupied properties in the University neighborhood. In his opinion, this is not healthy. He is in favor of increasing owner occupied properties in that neighborhood. He is concerned about the ordinance in its current state and families not buying houses that have more than three bedrooms. Potential investors who have the wherewithal to rehab these properties that are in disrepair are choosing not to buy these houses. He feels that is a problem and it needs to be addressed. Also, he is concerned about current landlords. In an effort to increase rental property, the landlords are choosing to rent to larger families with seemingly unlimited numbers of extended family members. He feels that what this does is instead of landlords renting to a finite number of students these properties are rented to much larger groups of people. He feels that it is contributing to the vehicular congestion which is already a problem in the University area. Property values in the University area have dropped over the last few years.

Terri Williams, 226 Commerce Street

Ms. Williams stated that she was discouraged this morning when she read the front page of the *Daily Reflector* that used City Housing Debate Rages On as the title of an article. This should be more of a compromise. We all have the same goal—solid, crime-free, marketable, and livable neighborhoods. We need to encourage private investment in our neighborhoods which could mean two things. Some will buy and rehab these homes for rentals but some will do the same to be purchased by owner occupants. A home that has been updated or rebuilt makes it much easier for potential homeowners to obtain reasonable financing from a lender. The homes would appraise for more at the time of the purchase, which is good for neighborhood home values and the City's tax base. She encouraged investigating a more reasonable occupancy requirement based on factors such as number and size of sleeping areas and the overall size of the dwelling unit. The key word in this statement is reasonable. This might incur parking issues and those can be dealt with. Everyone who lives in the University area neighborhoods has a genuine

concern for what happens around them in rental homes, and even in some owner occupied homes where there are concerns about upkeep, noise and the number of related people living in the same dwelling. This issue seems to require more investment of the City's time to come to a compromise that can benefit a larger majority of the citizens affected. Homeowners and landlords have made investments of lifetime earnings and savings in the homes in this area. Homeowners have made a huge investment in their lives and their homes. These homes are located in the University area, and there will be issues that need to be worked out. She would like to see both groups come to an agreement that will consider the feelings of all.

Mike Saad – Wilson Acres

Mr. Saad stated that he represents Pitt Property Management which has approximately 200 units next door to the College View area and approximately 300-400 students live in their communities. Arguably, they are probably the largest landlord in the college area. They have invested \$7 million in that area. Their potential customers are concerned about living there because it is dangerous at times. They do not have any single-family houses in the area. They have all multi-family houses. Prior to ten years ago, students lived in that area. Students are not perfect and do have their problems including loud parties, parking on the grass, and trash in the yards. Having police officers showing up at the students' late night parties ended that, code enforcement handled the illegal parking, trash, et cetera and helped to eradicate four people in houses. The result was the students moved out and property owners gradually accepted the students and love renting to students. Presently, minor crimes have been replaced with violent crimes such as rape, robbery and murder. He grew up in Greenville and never heard of these crimes in the College View area. It is a new problem. The three person rule applies to students only and does not apply to families. In reality, this is a vote for or against students. He estimates that there are 50-100 four-bedroom houses that this rule would actually apply to in the College View area, suggesting there are another 50-100 people who are probably already there illegally living in the fourth bedroom. The questions are which is preferred: students with wild parties or rape, parking on grass or robbery, or trash in the yards or murder. They are left with choosing from the lesser of the two evils. He suggested inviting the students back into the College View area and creating a better business environment and help investors.

Matt Paske – 1602 South Elm Street

Mr. Paske, Student Vice-President of East Carolina University (ECU), thanked the Mayor and City Council for taking their comments. He stated he hopes that everyone present can appreciate that no matter which side the issue he or she supports, everyone wants the same, a brighter future for the City of Greenville's current and future residents. In his capacity, his job is to represent the students' voice—28,000 strong. However, as a fifth year senior, he can appreciate the young professional's point of view. It should be understood that this is a student's issue and a citizen's issue. Greenville has become his

primary address and both the City and the University have given him a lot to be thankful for along with his fellow Pirates. It is apparent that the City is being noted for its ability to change lives, having recently been named one of the top 100 best communities for young people. Providing adequate residences for those who are moving into the City has become a key issue to continue this growth and prosperity. However, in today's economy, many recent graduates are beginning to live with other young adults because they want affordable and quality housing. This ordinance limits the ability of these young professionals, talented people to take advantage of what Greenville has to offer and thus limits Greenville's ability to maintain that ranking. As students of higher education, Pirates find themselves in a weakened class. Only 40 percent of Americans attend college and only 29 percent obtained a degree. Students are driven individuals striving to obtain an education, to change the world, and to provide for themselves and a future family. Networking is a key component, although stereotypically students are seen as party animals who disrupt peace. In reality, students work hard to obtain grades for Graduate School, doctoral programs, and occupations. They are also working towards East Carolina University's motto, "Servire" ("To Serve."). ECU boasts for outstanding students and citizens, most of whom who are not responsible for crime in the City. As students move into the University area the community will begin to experience a decrease in crime in the area because now you have motivated individuals living there. We will begin to see less available parking for commuting students in the area because people actually reside there. We will begin to see homes filled to capacity. Landlords are investing in homes from the new commitments from students who rent. Mr. Paske concluded urging City Council to vote to continue the positive relationship between the University, City, and young professionals. He stated that many ECU graduates work in Greenville and many more young and talented individuals will continue to be attracted to Greenville with an increased cap of unrelated students. Mr. Paske encouraged the City Council to foster these relationships through ordinances friendly to students and young professionals. The prosperity of the City of Greenville will be enhanced 100-fold.

Chuck Harley - No Address Given

Mr. Harley stated that he is speaking on behalf of the small contractors who subcontract from owners of rental properties. If these people cannot increase their rooming business, small contactors will not have any work. He moved here ten years ago because his son attended East Carolina University through obtaining a football scholarship. When they moved here from the New Jersey and New York area, finding work was hard and it is hard no matter where you come from. Property owners buying more property and having a chance to fix them up gives small business people a chance to work. If they are unable to invest and buy more property, subcontractors are at risk of not being able to feed their families or to support other businesses such as Wal-Mart because there is no income coming in. Most people have said that the best kept secret in the country is Greenville. This is what is helping this city to grow is the small people who buy these places and put others

to work. The purchase of new housing has slowed down but renovating houses has picked up, which keeps the small contractors in business. The property owners are not putting bandages on these rental properties. Spending money at Lowes and Garris Evans Lumber Co. is keeping the circle of money going around so that all of us can do other things in Greenville.

James Robbins – East Rock Springs Road

Mr. Robbins stated that he lives two blocks from the East Carolina University campus and has been a resident for 14 years. He is a professional manager by trade and a dues paying member of TRUNA (Tar River/University Neighborhood Association). He and his wife have rental properties in the University area and are very concerned about the decline of profits and property values and about crime in the surrounding University area. He has worked hard at the ground level with Police, Code Enforcement, and City Staff to better their community. Changing the “Three Unrelated Rule”, properly done with the right controls in place, can play a big role in mitigating the opportunity for these elements to reside in our community. Duplexes could be unduplexed to one large single-family unit with four bedrooms. The City Council has competent City Staff and should rely on their input, recommendations and data over motions to do the right thing. Council Member Dennis Mitchell’s response to this issue has all the elements stated as to a sensible well-thought approach and recognizing not changing the strategies and staying with what we have is not working. It also recognizes that it does not have to be city-wide. They have special situations in this area.

Wiley Price – 1206 Evans Street

Mr. Price stated that he moved into the Tar River University neighborhood in 1982, rented an apartment on Stancil Drive, left there in 1985 and rented a duplex on Willow Street. In February 1987, he bought his first house on First and North Elm Streets. The house was sold because of the decline in property value and different elements moving into the neighborhood including rapists, murderers, robbers, drug dealers, and other people that are not desired in a neighborhood. He has a problem with people who keep pushing things that do not work. This is his favorite neighborhood and he has a lot invested emotionally and personally. He is a zealot for promoting property value and would fight for the property value for everybody in this room. He attended the first town hall meeting which was held in West Greenville for this item, and the President of TRUNA made a statement that he would like to see homes devalued in the University neighborhood. Also, he said that homes should be more affordable for professors. Mr. Price stated that homes should be affordable for everybody, but value should be preserved.

Individuals who registered to speak but were unable to do so due to the ending of the 20-minute comment period designated for persons to speak in favor of the “Three Unrelated Rule are listed below:

Edger Wall, 140 River Road
Jim Calhoun, 123 N. Woodlawn Avenue
Frank Cassiano, Fifth Street
Sandra Harrison, Greenville Boulevard
Martin Tanski, 1000 East Third Street

20-Minute Public Comment Period For Citizens In Opposition Of Modifying The “No More Than Three Unrelated” Occupancy Standard

Andrew Morehead – 409 South Harding Street

Mr. Morehead stated that he would comment first on something said by the previous speaker. It would have been difficult for him, as President of TRUNA, to have made that comment since he was not at that meeting. He is unsure who made that comment but he can surely say “untrue” and he did not say that. To the accusation that TRUNA residents are hostile to students, he would like someone to ask the thousands of students that he has taught, advised, and helped put forward in their careers over the past 21 years if they feel he dislikes students. Mr. Morehead stated that he loves the students and the University. Mr. Morehead said he would not rehash the research demonstrating the negative effects of increased rentals in the TRUNA neighborhood, but instead would suggest some positive actions that the City Council could undertake which would benefit all stakeholders in this community:

- Institute active code enforcement so that the problem tenants, landlords and homeowners are forced to provide a safe and attractive neighborhood
- Continue economic development efforts that provide a wider downtown area that residents can walk to
- Add jobs city-wide so that working people and young families will be attracted to Greenville to rent and purchase homes in the TRUNA and elsewhere.

Mr. Morehead further stated that the neighborhood plan was passed by the City Council providing us the parks, sidewalks for easy access to shops, restaurants and the University, and clean well-lit streets that provide a high-quality and safe place to live; and the wide diversity of people so that we have to be proud to call the Tar River Neighborhood home. Making this neighborhood a more attractive place to rent or buy a home is going to increase the property values. It is going to raise the rental rates there to make it more attractive to rent in the neighborhood, and to benefit all of the stakeholders in this area. In the end, adding more interest to a single-family home will adversely affect an already too high vacancy rate across our city where increased crime rates, trash and parking problems

are going to reduce the attractiveness in neighborhoods of hardworking people and families.

Chris Mansfield – 408 South Harding Street

Mr. Mansfield stated that he served previously on the Horizons Plan Committee and currently serves on the Redevelopment Commission. In addition, he is a teacher of college students, and a father of a college student, and a resident of the University neighborhood. He has good neighbors. His neighbor on one side is East Carolina University, his employer, and on the other side there is a rental property owned for the last 15 years by a gentleman who lives in Fayetteville. The property owner rented the property this year to three male students. It has never been rented to more than three and most of them have been good neighbors and friends. Some of them are still good friends. His immediate neighbors are homeowners, six college professors, two with young children, two physicians and one who grew up in the neighborhood and chose to move back. It is a wonderful neighborhood and he is asking the City Council to keep it so. Mr. Mansfield stated he would like to make two points and one suggestion about fiscal impact, a point about the rule itself, and a suggestion about how to proceed. The Staff report states that no fiscal impact anticipated. This is just not possible. Each should be evaluated and considered. There will be additional working costs to the City for police, code enforcement, parking enforcement, exceptional amounts of bulky waste at the end of every semester, and legal services. These will be direct fiscal costs to the City and the taxpayer. The declining property values decrease the tax revenues. He asked about indirect costs to our local economy. Homeowners are more likely to spend money on home repairs and more money on landscaping and renovations than rental property owners. The point about the rule is that it is a blunt instrument that ought to be kept as is. There are certainly fiscal impacts and sharper instruments are possible. His suggestion is do not rush into this, keep the rule unless the City Council can come up with something better. To address this realistically and rationally, he suggested a task force on neighborhood preservation and economic development. Four people appointed by City Council; four appointed by the Neighborhood Advisory Board, and four from East Carolina University (faculty, administrator, trustee and a student).

Michael McDonald – 1601 East Fifth Street

Mr. McDonald asked people in the audience from the TRUNA neighborhood who are in opposition to modifying the current ordinance to stand. He stated there is history that goes along with the “Three Unrelated Rule”. Five years ago, before the stock market crashed and banks stopped lending at the rate that they did, he lived through those go-go times in Greenville on Fifth Street and he watched what happened. In those periods, they had one or two particular unscrupulous landlords that purchased every single house in sight. Landlords added bedrooms, wooden fire escapes tacked onto the side of the houses, external HVAC systems so that they would not have the expense of running extra stuff on the inside of the homes, and put as many students as they could in these homes. To the

professional City Staff's credit, they came out to our neighborhood, began to watch what was happening, and saw what TRUNA told them. Within a couple of months, the problem was eradicated and then the stock market crashed and nobody had any money to do those crazy things to housing anymore anyway. That same group of landlords is back, perhaps with something different this time, and has asked to increase the economic return they get on buying homes. What has happened is a couple of landlords have purchased big houses with four or five bedrooms. These are not great investment properties because the City of Greenville has a law stating there can be only three unrelated people living in a home. The landlords have taken a risk by buying houses with four or five bedrooms and know that they cannot get the houses to cash flow. With three students in those houses, they cannot meet the mortgage payments and make their business work. The people who have made these risky investments have come to the City Council asking for a bailout and help to change the laws so that they can finally cashflow by putting three, four or five people in the homes. It is unfair to all the people who did not get the chance to buy those houses at that price, knowing that the law was going to be changed. The latest thing is that there will be an overlay over the TRUNA neighborhood so this will not affect the entire City of Greenville and just his neighborhood. From the parameters that he has heard, it is unfair to everybody, including the landlords outside of their neighborhood, the people who live in the neighborhood, and the people who purchased the houses and are asking the City Council to change the rules.

Brenda Ernest – 108 North Harding Street

Ms. Ernest, retired Pitt Community College teacher, stated that she has been a resident of the Tar River Neighborhood since 1973. As a teacher and citizen of Greenville, she has seen basically two types of relationships that evolve in their community and the kinds of people who are attracted to living in her neighborhood. One group of people are students, young professionals, and some people are saving to move somewhere else. Others have made this neighborhood their permanent home. What she loves about those people is they are attracted to the same things that she is, including houses with character. There are no two houses or two people alike in their neighborhood. Diversity is in their neighborhood as well with all races, ages, and shapes and sizes of people and economic conditions in their neighborhood. People choose to invest in their neighborhood. They know what the people are like and those relationships are important. The permanent residents provide a kind of structure for them. Another class of people who are attracted to their neighborhood wants to make a buck and do not care how they do it. Other people are attracted to our neighborhood because of the apartment complexes where resident apartment management enforces the parking, trash, and etcetera. There are people who want to get housing near the University, pay their rent and feel that they are free to do whatever they desire. These are the people who will deteriorate their neighborhood and are not wanted because that is where the crime comes in. The "Three Unrelated Rule" has not created crime. Some statistics about the murders, rapes and robberies in their neighborhood might

surprise people. Ms. Ernest urged the City Council to hold off on changing the ordinance and do not change the ordinance for the sake of preservation.

Ann Maxwell – 1506 East Fifth Street

Ms. Maxwell, Chairperson of the Neighborhood Advisory Board (NAB), stated that the NAB discussed this issue at several of their meetings. In March, Chris Padgett presented information to the NAB regarding exactly what the ordinance meant so that everybody would understand. In June and July, the NAB discussed this ordinance and gave people ample time to discuss it with their boards. The people who attend their meetings are also liaisons from neighborhood associations. In June, several board members wanted to make sure they had even broader representation so they sent emails asking all of the liaisons from every homeowners association to be present at the July meeting when they were going to discuss the issue again. They discovered that the issue is not only related to rental property in the University neighborhood but all over our city. People who bought their homes to live and retire in them suddenly are faced with rental property next door. Things that people value about their homes are being able to go home in the evenings and rest, and that is suddenly changed. The Neighborhood Advisory Board voted unanimously to support continuance of the three unrelated occupancy standard as it is currently written. Additionally, a part of the NAB's 2012-2013 Visions is to create safer more attractive neighborhoods and to build more cooperative relationships between neighbors and among neighborhoods. The Neighborhood Advisory Board recognizes the need to broadly consider the quality of life considerations raised by residents throughout the input gathering process. Occupancy standards alone cannot address these concerns, which include:

- Increase likelihood of trash, noise, crime that is attracted from neighborhood appearance.
- Maintenance of housing and yard conditions that suggest neighborhood decline and ill will toward renters, landlords, and homeowners, who threaten cooperative relationships.

Donald Higley - 1718 Forest Hill

Mr. Higley stated that the people who spoke before him did such a great job informing the City Council what is good about the "Three Unrelated Rule". He actually read the report and all the good men and one woman of the City Council back then got together, discussed this issue and unanimously passed this ordinance. It has been in place while Greenville has grown into a tremendous hub in Eastern North Carolina. He feels that anybody here could possibly argue that somehow the rule of three has gotten away from Greenville's developing during that period of time. What he is afraid of is that the people feel that something has changed when it has not. Greenville, North Carolina is still a growing place. There is a blip currently in the grand scheme of things but Greenville, North Carolina is

going to be okay. There is no reason to believe the outrageous assertion that adding another person to a particular home will prevent a rape or to allow that to cause the City Council to change this ordinance that has been in place for all of these years. If it is not broken, don't fix it. He cannot believe that no one else used that before he got up to speak. Seventy-nine percent, a huge and enormous majority, supports keeping this rule in place, and that is the will of the people. One can sometimes, in compelling circumstances, ignore the will of the people when being elected. This is not one of those circumstances.

Richard Crisp – 1701 West Overlook Drive

Mr. Crisp, President of the Elmhurst-Englewood Neighborhood Association, stated that he is speaking for 250 people because the Association has pretty much polled everybody in their neighborhood. Basically, tonight the consideration before the City Council is whether is in the best interest of the City of Greenville to potentially compromise the quality of life for residents living in the single-family neighborhood to accommodate the wishes of a very few rental property owners.

Individuals who were registered to speak, but were unable to do so due to the ending of the 20-minute comment period designated for persons to speak in opposition to modifying the “Three Unrelated Rule” are listed below.

Ann Eleanor, 102 Lindenwood Drive
Greg Rubel, 1511 East Fifth Street
Betty Speir, 100 Hickory Street, 405W
Laurie H. Stallings, 100 Hickory Street
Scott Hucks, 103 Nichols Drive
Donna Whitley, 1800 Forest Hill Drive

OTHER ITEMS OF BUSINESS

REPORT ON ALTERNATIVES FOR MODIFYING THE “NO MORE THAN THREE UNRELATED”
OCCUPANCY STANDARD - APPROVED

Merrill Flood, Director of Community Development, stated when the City Council adopted their 2012-2013 strategic goals on March 8, 2012, one of the action items included the preparation of a report on the “no more than three unrelated” residential occupancy standards and present to City Council code amendment alternatives to permit more than three unrelated person occupancy in residential structures. In April, Staff provided the City Council a schedule outlining what actions would be taken to this end.

Mr. Flood gave a brief background and summary of the existing residential occupancy standards.

- City Council first incorporated the definition of “Family” into the Greenville Zoning Ordinance on August 13, 1981, (Ordinance Number 1124).
- This definition established the occupancy standard in residential dwellings by not more than 3 unrelated persons.
- The definition was modified on March 12, 1992 defining family relationships, but the “not more than 3 unrelated provision” was not changed. (Ordinance Number 2435)
- There is no limitation on the number of related individuals that are defined as a family
- Occupancy by up to 4 unrelated individuals is allowed for Multi-Family Dwellings approved as Land Use Intensity projects with the issuance of a Special Use permit.
- Occupancy by the owner occupant and up to 4 unrelated individuals is allowed for Boarding or Rooming Houses that have been granted a Special Use Permit.

Mr. Flood provided the definition of family as it is defined in the Zoning Ordinance:

1. One individual living alone;
2. Up to three unrelated individuals;
3. Two or more individuals related by blood, adoption or marriage (i.e., family);
4. One family (i.e., two or more individuals related by blood, adoption or marriage) and up to two unrelated individuals (i.e., room renting); or
5. One family (i.e., two or more individuals related by blood, adoption or marriage) and up to two related individuals (i.e., room renting).

Mr. Flood stated that Staff provided the City Council with a schedule for conducting public input sessions. These sessions were designed to provide the public with information about the City Council goal. They talked about the existing code requirements, when the rule was established, and how it is applied. All three public input meetings were well attended. Council Member Blackburn also conducted a town hall meeting prior to those meetings in which this was the primary topic of discussion.

Mr. Flood provided an overview of the three public input meetings conducted in June 2012.

Overview of Public Input

Three Public Input Meetings Conducted

- June 18, 2012, Epps Center
- June 20, 2012, Jaycee Park
- June 27, 2012, City Hall, Council Chambers
- 236 persons attended the Public Input Meetings
- 275 total responses received (116 meeting surveys and 159 online comments/surveys)
- 79.3% of respondents did not support changing the existing standard
- 20.4% of respondents did support a change

Mr. Flood stated that Staff provided citizens with the opportunity to provide feedback in a written form by completing a survey including six questions about changing the current standard. Staff received responses via email and online comments as well as those returned at the meetings. For those who thought there should be a change, they thought it was important that additional standards needed to be put in place and additional safeguards to protect neighborhoods and communities. Some of the comments that were received from those who thought that the change is not necessary were concerns that a change would lead to a reduction in owner occupancy rates in neighborhoods, quality of life, and might increase criminal activity, among other concerns.

Mr. Flood concluded stating that page 10 of the report outlines in detail the concerns of the persons responding to the survey. Those that did support a change felt like if a change is not made, it will further slow reinvestment in the neighborhoods. It may not allow them to remain competitive with the existing rental housing markets that are currently in place and would foster a sense of decline in the neighborhood. The City Council did receive comments from the Historic Preservation Commission and the Neighborhood Advisory Board. The two boards presented either statements and/or resolutions supporting keeping the existing standard in place.

Interim Assistant City Manager Chris Padgett stated that when the City is considering modifications to a community standard, it is common practice for Staff to research the standards of other communities. That was done for a couple of reasons. Staff wants to see where the City falls in relation to its peers to verify whether there is a best practice, a universally accepted standard out there that Staff should look at and consider. Staff surveyed 12 North Carolina communities and all of these communities do have universities. Mr. Padgett summarized the results as follows:

Survey of Other Communities

- 12 North Carolina cities surveyed. Of these 12 communities, for single family dwellings:

- 3 allow unrelated occupancy of 3 or less
- 9 allow unrelated occupancy of 4 or more
- 3 cities located in other States were surveyed. Of these 3 communities, for single family dwellings:
 - 1 allows unrelated occupancy of 3
 - 1 allows unrelated occupancy of 3, but additional occupancy is subject to meeting additional standards
 - 1 allows unrelated occupancy of 4

Mr. Padgett summarized the information displayed in the following table and stated that each community is unique. Staff was not able to establish one single best practice or standard and each community established their own community standard. Each community has to determine what their vision is and based on their character and values, what the right standard is for them.

Survey of Other Communities

| Municipality | #of Unrelated Persons Permitted to Reside in a Dwelling | How is the Limit Set |
|-------------------|---|---------------------------------|
| Asheville | 5 | Interpretation of Building Code |
| Boone | 2 (4 in multi-family districts) | Specific Regulation |
| Chapel Hill | 4 (no limit in multi-family districts) | Definition of Family |
| Charlotte | 6 | Definition of Family |
| Durham | 3 | Definition of Family |
| Elizabeth City | No Limit | No Regulation |
| Fayetteville | 5 | Definition of Family |
| Greenville | 3 | Definition of Family |
| Greensboro | 4 | Definition of Family |

| | | |
|---------------|---|-----------------------------------|
| Raleigh | 4 | Definition of Family / Dwell.Unit |
| Rocky Mount | 5 | Definition of Family |
| Wilmington | 3 | Definition of Family |
| Winston-Salem | 4 | Definition of Family |

Mr. Padgett stated that lastly, Staff surveyed three communities that are outside of the State of North Carolina.

Survey of Other Communities

| Municipality | #of Unrelated Persons Permitted to Reside in a Dwelling | How is the Limit Set |
|------------------|---|--|
| Fort Collins, CO | 3 (2+You) Additional occupancy subject to meeting standards. | Specific Regulation and Definition of Family |
| Gainesville, FL | 3 | Definition of Family |
| New Haven, CT | 4 | Definition of Family |

Mr. Padgett further stated that City Council suggested that Staff should survey Fort Collins, Colorado. The other two, Gainesville, Florida and New Haven Connecticut, are college communities and Staff was told that these two might have some interesting standards. When we look at standards in other communities, we often hesitate to look out-of-state because enabling legislation varies greatly from state to state. While Staff might find some great ideas in other states, sometimes those ideas are very difficult or impossible to apply in North Carolina. Staff did find a truly unique example in Fort Collins, Colorado. Some of the people in the audience have studied that model extensively. In 2010, Fort Collins adopted a “Two Plus You” occupancy standard which limits the occupancy in dwelling units. Fort Collins is the community in which Colorado State University is located. A person could have no more than three unrelated occupancy, but could apply to have more than three residents. The ability to have more than three is not a by-right process, it is an administrative process handled through the city staff and there are some minimum standards that have to be met in order to qualify. The minimum standards that would have to be met include being located in a specially zoned area and at least 350 square feet of habitable floor area per resident. There is an additional parking requirement of .75 onsite parking spaces per resident.

Mr. Padgett stated that Fort Collins also used an occupancy disclosure form. They not only get the rental information, they get information on any property that is sold or conveyed. The most unique part about this is the relationship and the sense of collaboration that takes place between the Colorado State University and the City of Fort Collins. They are constantly working together.

Mr. Padgett stated that the process of determining whether a text amendment is in compliance with the Comprehensive Plan and other adopted plans occurs when a specific text amendment is being considered. However, in this case, there is no specific text amendment before the City Council this evening. What Staff has is a very broad directive from City Council to develop a report and look at occupancy and alternatives for moving that forward. Staff cannot fully evaluate compliance with the Comprehensive Plan, but did provide the City Council with a number of objectives from the Comprehensive Plan which could be considered.

Council Member Mercer asked Mr. Padgett did he mean to leave it out or is he going to cover the Table 2 Other Data From Surveyed Communities which was part of the backup material for the agenda item.

Mr. Padgett responded that Table 1 is an expanded version of what he showed the City Council earlier. That table includes the municipalities and their standards for unrelated occupancy. Table 2 provides some context related to the communities that were surveyed. It is the same communities' information related to the city population, student population, and owner occupied versus rental occupied dwelling units. There is a big range there for these communities. For example, Boone, North Carolina where Appalachian State is located has 24% owner occupied residences and 76% rental occupancy. The flipside of that is Winston-Salem which has 58% owner occupied residences and 42% rental occupied. This is to show the range and Greenville's data based on the last census was 38% owner occupancy and 62 percent rental occupancy.

Council Member Mercer stated in the range of the cities that were given by Mr. Padgett, he is profoundly shocked that Greenville has 38% owner occupied. He asked where that number is in the range and if there are other cities lower than Greenville in terms of owner occupied.

Mr. Padgett responded that there are thirteen communities including Greenville and Boone would be highest rental occupancy of those thirteen communities, and Greenville would be second.

Council Member Mercer asked why that number is so low in Greenville.

Mr. Padgett responded that in the last column of Table 2 shows that the % Housing Stock that is multi-family, you could assume that most multi-family housing is rental. As you can see from that column, 59 percent of the housing stock or dwelling units within the City of Greenville are multi-family and are not single-family homes. The 59 percent really explains why the number is

low and the conclusion that there is a high proportion of individuals in our community who are transient. A lot of people may think that the multi-family and the rentals are only because of East Carolina University students, but there are other individuals using that form of housing as well.

Council Member Mercer asked how the 38 percent impacts the kinds of services that the City is able to provide the citizens and the drain on our resources. Council Member Mercer stated that this is a huge question that this City Council needs to address long term.

Mr. Padgett summarized the alternatives for modifying the current standard stating that there are several decisions that will help shape what position, if any, the City Council wants to take on this topic. The first is geographic application. Some of the speakers commented on a city-wide context and others made comments about a specific geographic area. In a city-wide application, the City Council could simply change the definition of family. Currently, the definition is no more than three unrelated and that could be changed to some other number. Another option is to create a new land use category, allow more than three unrelated occupancy and then specify which zoning district that new land use would be permitted. If a specified geographic area is the approach that City Council chooses then an overlay district would be created and applied. That overlay district would have additional standards above and beyond what is in the base zoning in that area. The next alternative for modifying the current standard is the permitting mechanism. Allowing them by-right requires no discretionary review. Requiring a Special Use Permit involves a case by case review of applications by the Board of Adjustment, a public notice and public hearing. The Board of Adjustment could impose restrictions based on what they heard at their meeting. The number of unrelated individuals who should be permitted to reside within a dwelling unit is clearly open to debate and interpretation and based on the input received at the public input sessions, surveys, and speaking with people; if a change is made, it should be incremental. City Council may also consider should this standard apply to all dwellings or should there be thresholds or qualifications for the increased occupancy. This is asking should increased occupancy be limited or tied to one of the following examples of qualifications:

- Size of the Structure
- Number of Bedrooms
- Number of Bathrooms
- Lot Size
- Availability of On-Site Parking

In addition to those qualifications, a toolbox of additional measures would be put in place to support neighborhood quality of life. Mr. Padgett summarized the following additional requirements that the City Council might consider with this type of change.

- Increase minimum on-site parking requirements for increased occupancy;

- Limit the % of backyard area that can be improved for parking;
- Require screening of rear yard parking areas;
- Increase resources for Code Enforcement efforts;
- Automatic review of Special Use Permit (SUP) by Board of Adjustment upon third code violation within any 12-month period (only available if SUP is required)
- Increased collaboration with East Carolina University related to promoting the City's occupancy standard to students living off-campus.

Mr. Padgett stated that municipalities in North Carolina have the right to govern their people within the context of what the State Statutes tell municipalities they can do. There have been some laws based in the last couple of years really limited the City's ability to use certain programs or policies that were suggested by the public throughout this process.

These include:

- Minimum Housing Inspections for rental properties
- Crime Free Rental Housing Program
- Rental Registry Program
- Increase Code Enforcement Fines

Council Member Mitchell stated that it is his understanding that a municipality could have a Rental Registry Program but would be unable to charge citizens a fee.

City Attorney Holec responded that to be correct. The City could do that but cannot charge a fee.

Council Member Mitchell asked if there are aspects of the Crime Free Rental Housing Program that the City could require or is it strictly that the City could not make it mandatory.

City Attorney Holec responded that certain provisions of the Crime Free Rental Housing Program can only be voluntary but the City could require a Crime Free Rental Housing addendum to be included in leases as a standard related to a use requiring permission or approval.

Mr. Padgett stated that when you consider all of the decisions that were just talked about, there are literally hundreds of variations depending upon which direction City Council would like to proceed. Staff is providing nine generic alternatives for the City Council to consider.

Mr. Padgett concluded his presentation of Staff's report by summarizing nine alternatives for modifying the City's current unrelated occupancy standard and for the City Council's consideration. He stated that Alternate 1 changes the definition of family to allow 4 unrelated individuals to occupy a dwelling unit. It would be going from 3 to 4 or some other number of unrelated individuals to occupy a structure and would have city-wide application. Alternates 2, 3

and 4 involve creating a new land use that allows more than three unrelated occupancy within specified zoning districts. A land use is created and it will be added under the table of uses in specific districts. Alternate 2 allows the extra occupancy by-right; Alternate 3 allows it by-right but there are certain standards that are required to be met; and Alternate 4 allows it with a Special Use Permit subject to subject to certain standards being met. There is differentiation, but the approach is the same. Alternates 5, 6 and 7 involve creating an Overlay District for a specific geographic area. Alternate 5 will allow up to four unrelated occupancy by-right within that Overlay District. Alternate 6 will allow it by-right subject to standards to be met within a specified Overlay District. Alternate 7 requires a Special Use Permit subject to those standards within the Overlay District. Anytime there are alternatives, there is always a do nothing alternative. To leave the existing standard unchanged is Alternative 8. Alternate 9 would be to establish a work group or committee to further discuss this topic, and then have them to report back to the City Council with any additional thoughts or recommendations.

Council Member Joyner stated that he will be making comments before he makes a motion.

Council Member Mercer asked whether City Council is in the question and answer period for Staff or are they in the motion period.

City Attorney Holec responded that City Council always allows questions. If City Council wants to have any questions to Staff, City Council Members could do that.

Council Member Smith asked if Alternatives 6 and 7 are identical.

Mr. Padgett responded that they are slightly different. The difference would be the requirement of the Special Use Permit.

Council Member Smith stated that Alternate 6 states with certain standards being met and Alternate 7 states with Special Use Permit subject to certain standards being met. She asked does that mean anything could be added.

Mr. Padgett stated that some of the additional standards could be that you might have some qualifications meaning that every house does not qualify for the increased occupancy because of the size of the dwelling, number of bedrooms and bathrooms; lot size; and availability of on-site parking. The difference between Alternates 6 and 7 is the process.

Council Member Mercer asked what specific goal this action item is under.

Mr. Padgett responded that it is one of the 13 action items related to the goal of the Neighborhood Preservation.

Council Member Mercer stated that out of the thirteen cities surveyed, Greenville is the second lowest in terms of owner occupancy. He asked Mr. Padgett if he or another Staff Member has a sense that this 38 percent owner occupancy across the City is a typical compared nationwide.

Mr. Padgett responded that his information would be limited to the cities in North Carolina that Staff surveyed. Also, Staff surveyed three out-of-state cities where owner occupancy is greatly including Forts Collins, Colorado (56 percent), Gainesville, Florida (40 percent), and New Haven, Connecticut (32 percent).

Council Member Mercer responded that New Haven has had big problems with the same kind of issues that City Council is struggling with tonight.

Mr. Flood responded that looking across the spectrum, communities that have more transient populations tend to have lower owner-occupancy rates.

Council Member Mercer stated that however, the communities in North Carolina that were surveyed are mostly university communities, but they are not down to 38 percent owner occupied.

Mr. Flood responded that all of them are university communities.

Council Member Blackburn stated that given the number of people who are in the audience tonight and are in opposition to changing the ordinance, she understands that Mayor Thomas is ready to recognize Council Member Joyner with a motion. Council Member Blackburn stated that she also has a motion. Out of decorum, she is not going to put it on the table for seconding as she certainly could because she has the floor.

A copy of Council Member Joyner's motion was placed on the overhead for viewing.

Motion was made by Council Member Joyner and seconded by Council Member Mitchell to initiate an amendment that includes the following:

- Creation of a zoning overlay district that would apply to all properties located between East Fifth Street, Reade Street, the Tar River and Elm Street connecting back into East Fifth Street. The district shall be referred to as the University Neighborhood Revitalization Initiative. This motion is to apply the overlay district specific to this area.
- Within this overlay district, up to four (4) unrelated individuals are permitted to reside within single family units, duplex units, two-family attached dwelling units, i.e. all city recognized dwellings with four or more bedrooms subject to the following standards:

- a. The dwelling unit must contain at least 1,500 square feet of heated floor area.
- b. At least three (3) off-street parking spaces must be provided on-site.
- c. A Zoning Compliance letter shall be obtained prior to occupancy by four (4) unrelated individuals. The issuance of the Zoning Compliance Letter shall be by-right and is intended to ensure the requirements provided herein are met upon city inspection.
- d. A crime free rental addendum as permitted by state law and in the form approved by the city attorney will be required to be included in all rental agreements going forward by renters in the overlay district.

Staff will also:

- a. Establish a temporary citizen working group for a period of up to twelve (12) months, composed of two (2) appointees each by city officials elected by the district (district council person, at-large council person, mayor) to assist in implementation of items described below and further define and execute additional revitalization efforts in the overlay district.
- b. Pursue funding sources to establish favorable terms and low interest loans and grants for revitalization of properties for citizens in the overlay district with the goal of encouraging transition/up fit over a period to owner occupied homes.
- c. Pursue a parking permit plan for the overlay district which includes permits by-right to all legal residents and/or employees in the overlay district with valid driver's licenses as well as a set number of available permits for purchase to East Carolina University students, staff and faculty. Funds generated will be dedicated to increased code enforcement, trash collection, lighting, security and marketing of best practices for the overlay district.
- d. Launch an active community watch program joining together residents, law enforcement, neighborhood and university groups in the overlay district.
- e. Attach unpaid code violation fees to property fees to property tax bills of property owners.

City Attorney Holec clarified that the crime free rental addendum requirement could only be required in rental agreements for those dwellings which are leasing to four (4) unrelated persons pursuant to this provision.

Council Member Blackburn stated that she is perplexed as the District 3 representative that a plan has been proposed that would apply to her district. The folks who are here this evening have said that they opposed the change and she has not been involved in the planning or the discussion of this motion. In fact, it was made by the District 5 City Council representative. Having said that as an introduction, she stated that there are new things here that are good and her curiosity is why we are saying that we are going to do this change to add more unrelated people to a dwelling which has very negative consequences. At the same time, we are going to do some really good productive things that probably should have been done years ago. She is confused that they would put a very bad change with some potential very good actions. If indeed, City Council is willing to adopt the bottom part of this motion without the changes at the top, the City has a real possibility for improving our University community. It is already a great place, and she is proud to represent it, and proud of the great folks who came here tonight and TRUNA, a great neighborhood association. She is curious why City Council is going to do something that they know has negative consequences. Why are they going to increase rental density and create a path of less resistance for rental housing? Indeed, if it is pleasing to other members of the City Council, they should do the bottom part of these changes and she will be all for that. There are problems in the University community because of such a high percentage of rental property, the City's transient population, and not having enough stability. She is confused about why the City Council is going to change the standard when they already had 2,400 code calls in one in year in the TRUNA area. Why are they going to do the very thing that is going to increase code calls? City Council is asking the community to pay for our code enforcement officers to support problems at rental housing. Why are they asking the taxpayers of Greenville to support their actions? She feels to add more unrelated people to rental housing is a bad idea. If City Council is serious about addressing issues in the University community, we take what is good in this motion and throw out the bad. If City Council adopts the bad, the good is not going to make any difference.

Council Member Joyner stated that earlier tonight, a speaker asked if it is not broken then why are we trying to fix it. The main parts in this neighborhood are broken. The Pitt County Tax Collector's Office showed him figures where in the last four years it lost \$6 million in value on tax records. From Fifth Street to the river and from Elm Street to Reade Circle, crime is up 25 percent all over the City, and in this same area, it is up 35 percent. It is broken, but do they have to wait until the area is completely broken down before they first start to fix it. Things are not working as well as they could be in this neighborhood, and they need to make changes to help the neighborhood. This past week he walked around this neighborhood and looked at the houses for three hours on Friday and three hours on

Sunday. He realizes that for the people who live there six hours is not a lot of time. He did his homework and looked in some owner occupied houses as well as rental houses. Some of the rental houses look better than the owner occupied houses. There are problems in that area including vacant homes and homes in disrepair. The rental homes are being repaired to have college students live there because no one else wants to live there. Eventually, they want to bring single-family homes back in the neighborhood. The City of Greenville offers and promotes three special programs in this area, there is special parking over there, and two code enforcement officers are assigned to that one small area. In his district, there is one code enforcement officer. Greenville has a program that they will loan residents up to \$10,000 to buy a single-family home in this area and will reduce 10% of it annually as long as homebuyer is still living there. They put \$30,000 per year in that program and have \$85,000 in that program. That means the funds in the program are not being used and for some reason, the single-families do not want to live in that neighborhood. This is going to be their next redevelopment project especially from First Street to the river. He has lived in Greenville all of his life and is trying to do what is best for this neighborhood. He is happy that Council Member Blackburn feels that some of the changes are positive. He has not contacted Council Member Blackburn on this agenda item and she has not contacted him either. The phone works both ways. He thanked everyone in the audience for coming to the meeting and stated that he wished that all of the City Council meetings were as well attended as it is tonight.

Council Member Smith stated regarding the zoning compliance letter to be obtained prior to permitting the four unrelated individuals, it states that the letter should be by-right. She asked does this mean that they automatically receive this letter.

Council Member Joyner responded that to be correct. If they meet the requirements, they get the zoning compliance letter.

Council Member Smith responded that is what she is trying to understand because it indicates by-right, but then it says upon inspection. It is unclear because if it is upon inspection then, in her opinion, it would not be by-right.

Mr. Padgett responded that the ability to have up to four unrelated people in a house or dwelling unit has specific conditions in place. The dwelling unit would be 1,500 square feet of heated floor area, at least three off-street parking spaces would have to be provided onsite, and four bedrooms are required. The zoning compliance letter is required to ensure that these standards are met.

Council Member Smith asked it matters if they pass the City inspection or not.

Mr. Padgett responded that the inspection would effectively be somebody going to the residence to ensure that they have four bedrooms because there is no City record of exactly how many bedrooms are in the houses. Also, the square footage requirement would be verified using tax records. For the off-street parking requirement, Staff would have to be able to verify that they could legally provide the area to have a third vehicle there.

Mr. Flood stated effectively, the zoning compliance letter would be the certification that the conditions have been met.

Council Member Smith stated the reason for her question is she would like to ensure that if tenants are having problems with a landlord not doing what they need to do in a home with the four bedrooms and three parking spaces, is everything else where it should be. Her concern about inspections is that if they are going to be allowed to have four unrelated occupants, she wants to make sure that the rental is livable and up to standards. All of the other things can be there without a home being up to standards. If people do not believe this, call and drive with her through West Greenville and she will show them many.

Interim City Manager Thomas Moton responded that zoning compliance is strictly focused on the ability to meet zoning requirements. The issues that Council Member Smith is discussing really relate to more minimum housing, and this element does not include any inspection of a housing unit to ensure that it meets the City's minimum housing requirements.

Council Member Joyner asked does the City inspect all rental properties in the City and are there enough enforcement officers to do that.

Interim City Manager Moton responded that the City does not inspect all rental properties and that the costs to do so would be significant.

Council Member Joyner stated there is a provision in the motion that for twelve months there will be six people who will be working on additional ideas like this. This is not perfect, but it is a start. He hopes that there are positive changes made to it and that this is a blueprint that helps to revitalize this area.

Council Member Mitchell asked when the City Staff does the investigation of the four bedrooms in a house, if visually seeing a minimum code violation would be grounds for an inspection.

City Attorney Holec stated that to be correct.

Council Member Mitchell thanked everyone for attending this meeting and stated that this has been the most consuming topics that he has had to deal with while on the City Council. He met with several groups of people from both sides, attended several stakeholders meetings, and tried to understand what is the drive behind this issue. He did a lot of research and while these are not the exact things that he proposed, because state law prohibits a lot of the things that he proposed. He talked about focusing on the actual problems that are happening in the area. A lot was lost in the debate because they were focusing so much on the occupancy standard that they were not focusing on crime, neighborhood deterioration, and parking. That is where this discussion has to go because there is a lot of statistical factors such as why is the housing occupancy gone down from 30 something percent to 13 percent, and that did happen while this rule was in place. There is something going on wrong in this neighborhood and they were not concentrating on fixing it because of being so "riled up" about two sides arguing about a rule. They should be focusing on the true problems in this district and put those incentives in place. Once they start having the committee meetings, they could talk about other things such as more parks and neighborhood grocery stores in that area and making it a more walkable community. One thing that they are not talking about yet, which they need to and figure out how they can do it, is to legally hold landlords and property managers accountable. Until that is done, none of these ideas are going to be possible. This may be an item to add to our legislative items to have changed. He dislikes the fact that the City cannot have a rental registry and inspect houses for a minimum code inspection outright. In his opinion, if you want to rent a property that is a business and landlords should be there to make sure that your customers' needs are taken care of. A lot of the things that the State put in place have tied our hands. Those are the things that they should concentrate on. He does not feel that an occupancy change to four people in a four bedroom house is a problem, and we should focus on those other problems.

Council Member Mercer stated that they have limited debate rules so he will just summarize a few points because it is easy to get side-tracked and miss the main points. This motion has language of pursued, launched, established, temporary, and so on. In his view, if you drill down to what this is all about, it is about changing the "Three Unrelated Rule". More rental properties in single-family neighborhoods reduce property values and contribute to neighborhood decline regardless of whether the landlords are absentee or not. This is an issue for the entire city regardless of what this motion says and for every neighborhood in the City. Even if the current change is limited to the University neighborhood, a rule that he feels will be strongly opposed in the courts that it sets precedence for other neighborhoods later. This movie will very possibly be coming to your neighborhood in time. Revitalization is very expensive and they do it and he supports it. The City has an economic incentive policy to increase homeownership in the University neighborhood, and this proposed change is in direct conflict with this economic incentive policy. Council Member Mercer stated further that

- Changing the “Three Unrelated Rule” is opposed by the Historic Preservation Commission; Neighborhood Advisory Board, Daily Reflector editorial, and 79% of citizens who weighed-in on public input sessions.
- There is certainly not wide-spread support to changing the “Three Unrelated Rule”. None of us on this City Council want a legacy of putting a policy in place that contributes to the deterioration of neighborhoods. He encourages his fellow citizens to think very carefully about the long term impact of what this motion would do.
- Recent headlines at UNC Chapel Hill, and they certainly do not have as low as 38% owner occupied, is UNC Chapel Hill will spend \$2.1 million to help protect the historical black community from too many students moving in. The University announced Thursday that it will seek ways to promote affordable single-family housing and save the history of the Westside neighborhood. Preserving the historical character of this neighborhood and promoting the homeownership benefits is what both the City and the University said in this excerpt.
- Someone emailed that he is a retired firefighter of 31 years. It is hard enough to rescue one person let alone three additional persons in one structure and because building codes changes over the years construction does not stand up to the impact to fire as in the old days.

Mayor Pro-Tem Glover stated that she shares some of the same sentiments as Council Member Smith does about not requiring that landlords’ property be inspected. She agrees that maybe City Council should get the State to change some of the rules. At one time, houses could be boarded for a year and currently, houses can be boarded only for six months. That helped tremendously in our area, but it did not eliminate the crime, foot traffic, and a lot of ills that are in our community. Someone from the audience said that there were murders in the TRUNA neighborhood and asked are they referring to the murders in the downtown area.

Mayor Pro-Tem Glover asked how many murders have occurred in the past year in the University area excluding the downtown area.

Interim Police Chief Bartlett responded in the last three years there has not been any from Reade Street to the Cemetery Road.

Mayor Pro-Tem Glover responded that she wanted verification because she does not remember hearing about a murder. City Council would have had many meetings about it if there had been a murder in those areas.

Mayor Pro-Tem Glover asked how many murders have they had in District 1, District 2 and in other areas of the City.

Interim Chief Bartlett responded that he would have to go back and do research, but there have been several.

Mayor Pro-Tem Glover asked have the majority of those several murders been in District 2.

Interim Chief Bartlett responded that to be probably correct.

Mayor Thomas stated that he has been struck by the feedback that has been received. He has spoken to so many people across the City and full disclosure on his end is that he is one of four siblings that lived in that neighborhood, and he is an East Carolina University graduate. That neighborhood has changed a lot. East Carolina University is absolutely vital to the future of this city and the future vitality of this area. Mayor Thomas stated that he has also lived in Chapel Hill where four unrelated people was the rule. The difference in Greenville is enforcement and investment in the neighborhood and the feeling of inclusion across the city are extremely important. Those are going to turn this neighborhood around as well as getting rid of the old police system and come forward to possibly find ways to work together on this. This is not an accident that there are certified gang members four blocks from the campus. It is horrible to hear the stories from graduate students and their parents are calling trembling in their voices stating they have to move out their families in that area and cannot afford to have their children living in this type of environment. That is across this City, and if it starts, it will spread and nothing can be done about it. Last November, a couple of blocks from the University, people were gunned down in a drive-by shooting and not in some place where they stereotypically have things like that happening, but on Rotary Street which is a couple of blocks from the University area. Things are changing and he does not just look at that subjectively. He has talked to the SBI, Greenville Police Department and the property tax offices and real numbers mean something and they are city-wide. Accordingly to the statistics from the Greenville Police Department in the past three or four years, crime has gone down almost 30 percent in Part 1 crimes which is rape, murder, assault, and items that have been discussed. In this particular footprint, the most serious crimes have gone up to 34 percent and at that same time, there is an exit of a lot of students who are being pushed out. There is a vacuum from the housing market in that area. Mayor Thomas praised Council Member Mitchell for making it possible to give everybody a chance to speak and the smallest voices need to be heard. The goals are so much alike for everybody here. He happens to know that a lot of people have tried to talk together and were ostracized for doing so. We have to get over these old ways of thinking. If we are going to try this out in a certain area and let this be a model, maybe we can take the trial to another neighborhood. Solving the problems starts here at the doorstep of our

University. It is time for us to work together with this City Council, the citizens, East Carolina University and wherever they can try to find creative ways to make our neighborhoods safer.

Council Member Blackburn commented that she has represented District 3 for three years and knows almost everybody in her district by name. This is something that after Mayor Thomas' election, he was interested in looking at it. She affirmed that she is willing to look at it and did for about a month. At the City Council's Planning Session in January 2012, she was firmly convinced that to change the occupancy limits in the University community or in the City was a bad idea. She reiterated why is the City Council doing some really good things and adding a very bad thing to it. They act as if nobody ever recognized these problems before. The TRUNA Association has been talking about these things for years and tried to get things done for years. At every turn, there has been resistance. They put more rental property into neighborhoods and more tenants into single family homes where it is not intended. Council Member Blackburn asked that photos of trash in the University area be shown that were sent to her from Mr. Jake Postma. She stated that Council Member Joyner served in 2004 on the Task Force on Neighborhood Preservation and provided a list and stated nowhere on that that list does it indicate that the Task Force suggested to change the ordinance allowing more unrelated people to live in single-family homes. Again, they have heard from the people who live in this area and herself as the representative for this area although Council Member Mitchell is the At-large representative. Of all the people that should be integrally involved in this decision and integrally embraced by whatever they do here, we are the people who are being excluded and we are the people over whose objections this motion has been made. Council Member Blackburn concluded stating that the University community has retained legal counsel so this could be a messy legal battle for the City as well and she does not think that the City Council would want to do that.

Council Member Mercer stated that there are problems in the neighborhood; therefore, the rule is not working and we should change it without making that case is a flawed logic of the highest order. There have been many meetings and he has spent a lot of time on this item. He is sorry that the citizens have spent so much time and energy. Those of us who followed the municipal campaign last fall knew this was coming and here we are. The reason for making the change could be effectively addressed if they had time, but on the merits of the case, this is not even a close call. If it were a close call, all you have to do is turn to the citizens and the overwhelming number of Greenville citizens from all over the City do not want this. It is being supported by what seems to be a fairly narrow interest group and the Mayor. This is a simple meeting, a simple matter, a simple choice, and doing what is good policy for the City and what the vast majority of the citizens want or not doing that. Those who support a change will have to live with the problems in the City that result and the City Council would have to ultimately answer to the citizens.

Council Member Mitchell stated that he would like for everybody to refocus on what the purpose here is. This is probably a testament of what they have seen during this whole period of time when they discussed this and this is why it was so difficult for him to try to come up with a decision. There is a lot of rhetoric that has been thrown around constantly and it is clouding his judgment between having a proper debate on this issue. He asked Mr. Flood to place the photo of the trash on the overhead. The photos of the trash does not identify whether the properties are owner occupied or not. There is a flaw, and this happened with the current rule that is presently in place. The debate is not about what can they do to stop this, it is about the rule that they have in place. There are things that can be done to stop this immediately. They have already started to talk about it including citing landlords and making them responsible for the trash. This is the kind of constructive dialogue that is needed but instead they are still harping on the election because our candidate did not win. There are really good things that they could do here. He has already talked to City Attorney Holec about Charlotte's Rental Registry Program. They do not evict people but they give them a Class B Misdemeanor if you do not show up to meet with the police, landlords and do not handle their citations like they are supposed to do. There are lot of different things can be done. Let us start focusing on what is going on in the University neighborhood.

Council Member Joyner stated that someone called City Hall this week and said that he owned property in that neighborhood and should not be able to vote. About five or six years ago, he owned a house over there, but he sold it. For the record, he does not own property in the TRUNA area and nor does his family.

Mayor Thomas stated that these are some very good things that Council Member Joyner is throwing out here and Council Member Blackburn had some good things to say as well. This is not perfect by any means and nobody is saying that it is, but they need to get some dialogue. After they look into the Charlotte and Fort Collins' type program and all of these different elements of people being inclusive in the process then we will ultimately end up with something that is unique in Greenville. The City Council has been chirping on this term after term and nothing has been done. At least they are making some type of move and trying to do a number of things to improve this area. Five out of the nine communities shown in the survey had four or more unrelated occupancy standards. The best thing that they can do is to work together to make this neighborhood as safe as possible.

Upon the conclusion of the discussion, the initial motion passed with a 4:2 vote. Mayor Pro-Tem Glover and Council Members Joyner, Smith and Mitchell voted in favor of the motion and Council Members Mercer and Blackburn voted in opposition.

REPORT ON STANDARDS FOR INTERNET SWEEPSTAKES BUSINESSES –
CONTINUED UNTIL SEPTEMBER

COMMENTS BY MAYOR AND CITY COUNCIL

Council Member Smith stated that working with Thom Moton as Interim City Manager has been a pleasure and an opportunity to get to know him better. Considering that this is her third year, she did not talk much and it opened up a lot of dialogue and allowed her a chance to learn more about him and working with the Staff and how the City operates. She feels that Interim City Manager Moton has done an excellent job, and she is looking forward to continuing to work with him as the Assistant City Manager because she will still have questions about City matters that might require his input. Council Member Smith thanked Mr. Moton for his service as Interim City Manager and stated that he has done a wonderful job.

Council Member Mercer commented on the federal bankruptcy court announcement in *The Daily Reflector*. Council Member Mercer stated this is a positive move for the City and it has been in the works since at least 2010. City officials met with Federal officials and expressed a willingness to work with them and to help in any way possible. He has known about this for some time, but was asked not to announce this because the Federal officials wanted to make their own announcement. He is very pleased that this has come to fruition. It will give a boost to the Uptown and provide employees and foot traffic, and so on. It is an example of persistence and cooperation to bring big projects to the City.

Council Member Mercer stated that his second comment is regarding Thom Moton. It is no secret that he was extraordinarily disappointed when Mr. Wayne Bowers felt that he needed to retire and leave from city management of this city. Mr. Bowers is a fine manager. That left a big hole in the City, and Thom stepped into an extremely difficult situation in the middle of the budget process and in the middle of a city council that had been embroiled in very heated discussions and controversies. Thom Moton is a professional in every sense of the word. He has extensive experience in our city and that has been so very valuable through these past few months. There is no question in his mind that Mr. Moton has the abilities and skills to be a very fine city manager wherever his career takes him in Greenville or somewhere else and he wishes him the best. He would not normally say this about an administrator or a city manager because it is their professional work that is appreciated, but Thom Moton has a deep love and commitment for the City of Greenville, and it is not because of his employment with this city. Greenville is better for having him to work here up to this point and for as long as he remains here, the City will be enormously grateful. He has the highest respect for Mr. Moton and is appreciative for all he

has done for this city. Council Member Mercer thanked Interim City Manager Moton and stated it is a pleasure and privilege to work with him.

Council Member Blackburn stated that she is still puzzled and perplexed about the City Council proceeding with a proposed plan on the three unrelated issue over the objections of the representative and residents of District 3. A plan has been proposed and voted on by members of the City Council. She hopes that they will take some time to reflect on that discussion and try to stop what could be bad policy moving forward at a time when it could be very contentious and potentially draw legal action.

Council Member Blackburn announced that a very popular event, the Doggie Pool Party, is scheduled for August 18 from 10:00 a.m. to 2:00 p.m. at our City pool on Myrtle Avenue. The Greenville-Pitt County 8K Road Race will be on August 25, and the Fifth Year Anniversary of Friends of the Off-leash Dog is scheduled for August 20 at the Dog Park at 6:00 p.m.

Council Member Mitchell stated that he is also perplexed that a City Council Member would threaten legal action against the Greenville City Council. He is quite tired of the innuendo. He is trying to keep decorum, and people should stop making comments and insinuating about what he is doing and why.

Council Member Mitchell stated that Thom Moton has always been extremely professional towards him. He has given him plenty of opportunities to talk about the Mayor and the other City Council Members, and Thom never does it and that is appreciated. It is a weird working relationship because he is Mr. Moton's boss and is younger than Mr. Moton who is his mentor. Also, he feels that he will be an excellent city manager anywhere, but he does not want Mr. Moton to leave the City. A lot of positive things that have taken place recently are a part of his legacy in Greenville. Interim City Manager Moton has been here for several years, started projects and his legacy has not ended in this City. Council Member Mitchell concluded stating that he hopes that Mr. Moton will continue his employment with the City for many years to come, and he is appreciative of everything that is done by him.

Council Member Joyner stated that he agrees with what everyone said about Thom Moton. They have worked together for five years and he did not really know that Thom has such a good sense of humor. Council Member Joyner commended Mr. Moton for doing a great job as Interim City Manager and stated whatever his choice will be in the future; he hopes that it is in Greenville.

Council Member Joyner mentioned that at the last meeting, the City Council received and had questions about a report from Gary Fenton, Recreation and Parks Director. After talking with people, he feels that proper protocol was not followed when the decision was

made to close the Teen Center or to cut operating hours of some of the City facilities without receiving input from the Recreation and Parks Commission. If Staff makes these big decisions, they should first consult with the Commission. He is aware that the Recreation and Parks Commission did not meet in July and August. Every day that he reads the newspaper or watches television, he sees so many of Greenville's young citizens being arrested. When discussing the closing of some of the City facilities, they should consider that parks and facilities might be the only places that young people can go and feel that they are in a positive safe environment. The Recreation and Parks Commission's input was given when there was discussion about Greenville's Bradford Creek Golf Course and about other issues. Council Member Joyner asked for the City Council Members' comments and asked if the closing of the Teen Center should be placed on hold until there is another City Council meeting and the Commission could present their comments to the City Council.

Interim City Manager Moton stated that the temporary closing of the Teen Center is scheduled for September 1, 2012. Staff could administratively delay changing the hours of operation for a short period of time to allow the City Council to contemplate different options with respect to the facility that is slated to be temporarily closed. There is a change in climate here, levels of involvement and different decisions are involved. The manner that the Department Head developed a budget based on the policy decisions of the City Council was consistent with what he has observed in other communities. It can be done differently, but the key issue throughout the budget process was a strong emphasis that closure was pending, there were fewer resources and the Teen Center has a significant impact on the operations of the Department. Department heads were cutting back revenues and really lobbied strenuously, and they are strong advocates for the community. He will direct Mr. Fenton to delay the closing of the Teen Center for at least 30 days which will provide an opportunity for the City Council to have some discussion at a future City Council meeting.

Council Member Joyner stated that he is not asking for the City Council's involvement in the process, but he is asking for the Recreation and Parks Commission's involvement.

Council Member Mercer stated that the Recreation and Parks Commission can take this up if they want to with or without the City Council's referral.

Interim City Manager Moton stated that he is proposing to advise Staff to delay the closing for 30 days and Staff will place the item on the September agenda, if Council Member Joyner submits a request.

Council Member Joyner stated that is fine with him.

Mayor Pro-Tem Glover stated that it has been a pleasure working with Thom Moton on the level of Interim City Manager. She probably calls him more than any other City Council Member because she is always trying to make sure that citizens are satisfied and that things are done right. She appreciates his moving the City forward with the budget after Mr. Bowers' retirement. Mayor Pro-Tem Glover thanked Chris Padgett for filling the Interim Assistant City Manager position and stated that she has enjoyed working with him.

Mayor Pro-Tem Glover commented about receiving a telephone call from a citizen stating that there is a problem with the men on the City Council and invited Council Members to spend a day with her to talk. In addition, she receives telephone calls from citizens who live in other districts and she would like to meet with them. The City Council Members could have a little continuity when working together instead of grandstanding. She was on the City Council for ten years and could not get anything passed favorably. During the Dream Park discussion, some Council Members made comments and considered that it would be a disaster to put a park in West Greenville. Also, the newspaper blogs about the Dream Park were negative. West Greenville is growing and getting better, and while others may not feel so, the majority of the crime in West Greenville is not committed by the residents who live there. Gangs are located throughout the City, and no neighborhood is immune from gangs which include Asians, Hispanics, African-Americans, and other races. Also, regardless of their nationality, some children wear "hoodies" and sagging pants. The City Council should adopt an ordinance for youth to wear their pants up because wearing their pants down below their waistline, in her opinion, is indecent exposure. We should make positive decisions that can make this City better.

Mayor Pro-Tem Glover stated that if you are planning to run for Mayor, stop tugging constantly at the present Mayor attempting to make him and Council Members look bad. One of the City Council Members stated that the changing of the three-unrelated occupancy standard was pre-set during the election and at that time, she does not remember hearing about the three unrelated occupancy standard. Her concerns were crime and jobs. Businesses are considering locating in Greenville creating 750 jobs and you talk about not wanting it in your backyard and then vote against it. People need to work and when they do, crime will decrease.

Mayor Thomas stated that a meeting is planned for Monday in Raleigh with the executive staff of the Department of Transportation (DOT) and Ayden to talk about the Southwest Bypass project, which is an enormous deal for this community. They met with the person who runs the Metropolitan Planning Organization (MPO) and all the communities were working together and there are some exciting ideas for this community to strengthen the Southwest Bypass. Mayor Thomas commended the athletes in our community and stated every year Greenville sends quality young people to compete on a national level. The trophies are wonderful but they will take those lessons of participation in these events with

them for the rest of their lives. Hats off to the Little League Baseball because the League has played on so many levels in the State championship games, and it is wonderful that they will be playing in the Little League World Series on national television this week. Lauren Perdue, a gold medal worldwide swimming winner, is from this city. Hopefully, there will be something done to recognize all of these athletes and so many others.

Council Member Joyner stated that a 13-year old Babe Ruth Bear is playing in the championship.

Mayor Thomas stated the 13-year old Babe Ruth continued their mission onto the championship. Greenville is known as Sportstown USA for a reason. He looks forward to the continued championships and at least 8-9 football wins by ECU this fall.

Mayor Pro-Tem Glover stated that she received a copy of the Lucille W. Gorham Intergenerational Center's annual report for 2011. The City's partnership with Pitt Community College, East Carolina University, and a host of nonprofits on that campus is doing very well. Over 16,000 people visited the Center in 2011 for assistance including children who attended school, and 200 kids attended camp. A great job is being done and all of them need a pat on the back because it was said that this program was not going to work, but it is working. We should create activities to get the children off the street and not push them out on the street. If parents do not know how to take care of their children, we can teach them how to do that. The Mayor and other City Council Members should visit the facility and staff. Also, the children are gardening. The Center is a good fit for a community that was on the respirator and is now on the step down unit. Mayor Pro-Tem Glover concluded stating the Lucille W. Gorham Intergenerational Center also accepts donations.

Council Member Blackburn stated that she would be really remiss without telling Thom Moton how awesome he has been as the Interim City Manager. Council Member Blackburn thanked him for all he has done for the City.

CITY MANAGER'S REPORT

Interim City Manager Moton thanked the Mayor and City Council for their kind comments. He stated that he would like to share them with Staff, citizens and everyone who pitched in during his period as Interim City Manager. It certainly has been a memorable experience and one that enriched his experience in Greenville. He feels that each one got to know each other in a different way. It really has been fun. There is a need to keep things in perspective and if he heard anything today, that is one thing that should be remembered as

a council. There is a big picture out there and by keeping their perspective on what they really want to achieve ultimately things will really work better.

Interim City Manager Moton reminded the City Council that August 20, 2012 is the next regularly scheduled City Council meeting. He stated that there being no urgent business or matter requiring immediate attention, he is recommending that the City Council cancel the August 20, 2012 meeting.

Motion made by Council Member Joyner and Council Member Smith to cancel the August 20, 2012 City Council meeting. Motion carried unanimously.

Interim City Manager Moton concluded by following up on Mayor Thomas' suggestion of a reception for the new City Manager, Barbara Lipscomb. Staff is recommending that a committee including representatives from the City Council, City Manager's Office, and City Clerk's Office work together to plan and ensure a successful event. Mayor Pro-Tem Glover volunteered to represent the City Council on the committee. He further stated that Staff would like to do adequate planning and notices to everyone. Initially, Staff had scheduled the reception for September 6. However, City Manager Lipscomb will be a part of the Inter-City visit. Therefore, the reception is scheduled for the second week of September. Staff is excited about City Manager Lipscomb coming onboard.

ADJOURNMENT

Motion was made by Council Member Joyner and seconded by Council Member Mitchell to adjourn the meeting. Motion carried unanimously. Mayor Thomas declared the meeting adjourned at 11:16 p.m.

Respectfully Submitted



Polly Jones
Deputy City Clerk



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

Title of Item: Guaranteed Energy Savings Performance Contract Agreement with Schneider Electric

Explanation: **Abstract:** The Guaranteed Energy Savings Performance Contract is a way for the City to realize energy savings without finding extra money to pay for equipment upgrades necessary to make those savings happen. Schneider Electric recommended and will implement upgrades to things such as HVAC, lighting systems, and building automation. The City will pay for those items over 16 years using the energy savings which are promised in the contract. If the savings are not what Schneider promises, Schneider has to pay.

Explanation: This agenda item seeks approval for Schneider Electric to implement the Guaranteed Energy Savings Performance Contract authorized by North Carolina General Statute 143-64.17B, which will be financed by an installment contract authorized by North Carolina General Statute 160A-20. The purpose of this project is to install energy conservation measures in the City of Greenville buildings using utility cost savings to fund the improvements. With energy costs climbing, buildings aging, and the upkeep of the City's facilities becoming a growing concern, this project allows the City to address much-needed facility issues without burdening the citizens with a tax increase. The scope of work in this contract focuses on conservation measures that include lighting upgrades, water conservation, building automation systems, HVAC improvements/replacements, and renewable energy systems in 19 of the City's largest facilities.

The following parties have approved/signed off on this performance contract:
Bernita Demery – Director of Financial Services, City of Greenville
David Holec - City Attorney, City of Greenville
Celtic Energy – Greenville's third party engineer
Department of State Treasurer – Local Government Commission
Joint Legislative Committee on Local Government
The North Carolina State Energy Office

Fiscal Note:


The debt requirements for this project include a principal amount of \$2,591,372. The City of Greenville will utilize an installment contract with JPMorgan Chase Bank, NA to finance this project at an interest rate of 2.42%. This project will be repaid by the City of Greenville using the guaranteed utility savings that the facility improvements generate over the term of the contract. The source of repayment will be the operational budget of the City of Greenville.

Recommendation:

Approve the Guaranteed Energy Savings Performance Contract Agreement with Schneider Electric.

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

Attachments / click to download

 [Schneider Agreement](#)



ENERGY SERVICES AGREEMENT

Guaranteed Energy Performance Contracting Program

This is an Energy Services Contract (this "Contract") by and between Schneider Electric Buildings Americas, Inc. ("ESCO") and the City of Greenville ("Customer"), dated _____, 20__ (the "Date of Commencement") whereby ESCO agrees to provide and perform the energy conservation measures ("ECMs") set forth in the attached schedules and exhibit(s) which are listed below and incorporated fully herein, subject to the terms and conditions set forth herein:

Schedule A: Scope of Work

Schedule C: Performance Guarantee

Schedule D: Measurement & Verification ("M&V") Plan

Schedule E: Customer Responsibilities for Performance Guarantee

Exhibit A: Performance Assurance Support Services

DEFINITIONS

1. "Actual Savings" is defined as the sum of the total Energy Savings realized using the procedures defined in Schedule D plus all adjustments.
2. "Annual Savings Guarantee" is the amount of Energy Savings guaranteed by ESCO for a twelve (12) month period beginning on the Savings Guarantee Commencement Date and any subsequent twelve (12) month anniversary thereafter.
3. "Change Order" is defined as a written change in the Project executed by both parties.
4. "Contract Documents" consist of this Contract with the terms and conditions set forth herein, the Schedules identified above, other documents listed in the Contract and any mutually agreed upon written modification issued after execution of this Contract. The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by ESCO. The Contract Documents are correlative and complimentary, and ESCO'S performance shall be required only to the extent consistent with the Contract Documents.
5. "Date of Commencement" is the date provided above.
6. "Day" as used herein shall mean calendar day unless otherwise specifically designated.
- 6a. "Energy Savings" is defined as a measured reduction in fuel costs, energy costs, water costs, stormwater fees, other utility costs, or operating costs, including environmental discharge fees, water and sewer maintenance fees, and increased meter accuracy, created from the implementation of the energy conservation measures when compared with an established baseline of previous costs, including captured lost revenues.
7. "Excess Savings" is the amount of Actual Savings in excess of the Performance Guarantee.
8. "Financing Agreement" means the financing arrangement that Customer will utilize to provide the funds to pay the Contract Sum. (See Article 2)
9. "Guarantee Year" is the twelve (12) month period beginning on the Savings Guarantee Commencement Date and each subsequent twelve (12) month anniversary thereafter.
10. "Implementation Contract" means those portions of this Contract that refer to the Project.

11. "Performance Guarantee" is the sum of the Annual Savings Guarantee for each year of the guarantee term as set forth in Schedule C or unless terminated earlier in accordance with the Contract Documents.
12. "Performance Period" is defined as the period beginning on the Savings Guarantee Commencement Date and extending through the time period as defined in the Performance Guarantee.
13. "Project" refers to scope of work, as set forth in Schedule A: Scope of Work, made to facilities of Customer.
14. "Savings Guarantee Commencement Date" means the first day of the first utility billing period following the month in which ESCO has delivered a written Notice to the Customer that it has completed the installation and commissioning and commenced operation of all of the energy conservation measures specified in Schedule A, and the Customer has inspected and accepted said installation and operations as evidenced by a Certificate of Acceptance provided by the Customer.
15. "Acceptance of the Work" Acceptance of the Work shall occur when the ESCO's performance of the entire scope of the Work is complete, in accordance with the Contract Documents so that the Customer can utilize all the installed ECMs for their intended usage and the Energy Savings Guaranty provided by the ESCO becomes effective and the Customer has inspected and accepted said installation and operation as evidenced by a Certificate of Acceptance provided by the Customer which signifies the Customer's acceptance on the Customer's letterhead.
16. "Warranty Period" is as defined in Article 4.3.
17. "Work" means the services required by the Contract Documents, whether completed or partially completed and, includes all labor, materials, equipment and services provided or to be provided by ESCO to fulfill ESCO'S obligations. The Work may constitute the whole or a part of the Project.

TERMS AND CONDITIONS OF IMPLEMENTATION PORTION OF CONTRACT

ARTICLE 1 – DATE OF COMPLETION

1.1 ESCO will complete the Work within 365 days from Date of Commencement (the “Contract Time”), subject to adjustments of this Contract Time as provided in the Contract Documents.

1.2 ESCO will develop and provide to the Customer at the beginning of project implementation a schedule for completion of each energy conservation measure specified in Schedule A.

ARTICLE 2 – CONTRACT SUM AND PAYMENTS

2.1 The total of all implementation contract payments shall be \$2,591,372 (the “Contract Sum”). Construction progress payments shall be made to ESCO monthly based on the percentage completion of items delineated on a “Schedule of Values” completed during the prior month. The Schedule of Values will be developed by ESCO and provided to Customer at the beginning of project implementation. The Schedule of Values will be based upon the project cost less the project mobilization payment.

2.2 The payments shall be taken from an escrow account set up in accordance with Customer’s project financing agreement. ESCO may submit “Payment Request Forms” and payments shall be made to ESCO on a monthly basis during construction. Customer shall promptly forward Payment Request Form to the escrow agent requesting payment to ESCO in an amount equal to the value of services rendered since the last interim payment as shown on the Schedule of Values provided during installation. Unless withheld in accordance with Article 2.4, if any payment is over ten (10) days late from the due date stated on the invoice, Customer shall pay to ESCO a 1% late penalty per month and ESCO reserves the right to suspend the Work until payment is made upon seven (7) days prior written notice to Customer and if the Customer does not make the payment within such notice period. The due date stated on the invoice shall be no sooner than thirty (30) days after the Payment Request Form is submitted to the Customer.

2.3 Within ten (10) days of the Date of Commencement, Customer shall make payment to ESCO for expenses incurred to date and project mobilization expenses (“Project Mobilization Payment”) in the amount of 10% of the implementation contract payment total of the Contract Sum.

2.4 Payments may be withheld on account of (1) Defective Work not remedied, (2) claims filed by third parties, (3) failure of ESCO to make payments properly to the “Subcontractor(s)” or for labor, materials or equipment, or (4) repeated failure to carry out the Work in accordance with the Contract Documents.

2.5 Construction final payment shall not become due until ESCO has delivered to Customer a complete release of all liens arising out of this Contract covering all labor, materials, and equipment for which a lien could be filed, or a bond satisfactory to Customer to indemnify Customer against such lien.

2.6 Notwithstanding any other provision of this Contract, the Savings Guarantee Commencement Date shall be the earlier of (i) the date of the Acceptance of the Work as evidenced by a Certificate of Acceptance provided by the Customer which signifies the Customer’s acceptance on the Customer’s letterhead, or (ii) the date which is 365 days after the date of the Date of Commencement so long as (i) ESCO has not breached a material provision of this Contract and, (ii) the Energy Savings Guaranty set forth in Schedule C is in full force and effect. Any compensation payments due to ESCO for project monitoring, energy savings measurement and verification, reporting and maintenance services under this Contract shall begin no earlier than fourteen (14) days after the date of the Savings Guarantee Commencement Date as established herein.

ARTICLE 3 – CUSTOMER

3.1 Except for permits and fees, which are the responsibility of ESCO under the Contract Documents, Customer shall secure and pay for necessary approvals, easements, assessments and charges required for the use or occupancy of permanent structures or permanent changes in facilities.

3.2 If ESCO fails to correct Work that is not in material accordance with the requirements of the Contract Documents (“Defective Work”) or repeatedly fails to carry out the Work in accordance with the Contract Documents, Customer, upon seven (7) days prior written notice to ESCO, and if ESCO does not correct or diligently commence to correct such failure within such notice period, may order ESCO to stop the Work, or any portion thereof, until the cause for such order has been eliminated. However, the right of Customer to stop the Work shall not give rise to a duty on the part of Customer to exercise this right for the benefit of ESCO or any other person or entity.

3.3 Customer agrees to repair or replace as necessary any defective existing equipment that is intended to be reused unless such repair or replacement is Work to be performed by ESCO pursuant to this Contract.

3.4 Information under Customer’s control shall be furnished by Customer with reasonable promptness as requested by ESCO.

3.5. In addition to other times when Energy Savings accrue pursuant to any other provision of this Contract, Energy Savings will accrue as the Work progresses during the implementation period until the Savings Guarantee Commencement Date. The ESCO will document the completed installation of each ECM by building and/or area and in accordance with Schedule A: Scope of Work. Once that portion of the ECM has been installed, ESCO will provide notification of completion to the Customer. Energy Savings for completed building and/or area will be quantified per appropriate section of Schedule C. The Customer will have access to inspect all construction related activities, equipment, and documentation and witness measurement and verification activities. The ESCO will use the date when Customer receives the notification of completion to calculate the savings that are being achieved from that portion of the ECM (“Interim Period Energy Use Savings”).

The Customer agrees that Interim Period Energy Use Savings will be held in reserve and if the date of the Acceptance of the Work is after the date of the Projected Completion Date then the Customer will use those interim savings to pay any project financing debt service then due and payable. In the event Interim Period Energy Use Savings are insufficient to pay the debt service of project financing prior to the date of the Acceptance of the Work, and the delay is attributable to the ESCO, then the ESCO shall provide for the shortfall in funds within 15 days from written notice from the Customer of the amount of shortfall. If completion passes the Projected Acceptance Date, the Projected Acceptance Date shall become the Savings Guarantee Commencement Date. For the purpose of this section 3.5, the Projected Acceptance Date shall be the date which is 365 days after the Commencement Date.

3.6 Customer shall notify ESCO in writing of any or all uses or restrictions in usage of all areas of Customer’s facility.

3.7 The foregoing are in addition to any other duties and responsibilities of Customer set forth herein or in any other Contract Documents, including but not limited to those duties and responsibilities set forth in Schedule E.

ARTICLE 4 – ESCO

4.1 ESCO shall supervise and direct the Work, using ESCO’S skill and attention. ESCO shall be solely responsible for and have control over means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract, unless Contract Documents give other specific instructions concerning these matters.

4.2 Unless otherwise provided in the Contract Documents, ESCO shall provide and pay for labor, materials, tools, equipment and machinery necessary for the proper execution and completion of the Work.

4.3 ESCO warrants to Customer for a period of one (1) year from the date of Acceptance of the Work that the materials and equipment manufactured by ESCO will be of good quality and new unless the Contract Documents require or permit otherwise, and further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects. Work, materials, or equipment not conforming to these requirements may be considered defective by the Customer. ESCO'S warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by or for ESCO, improper or insufficient maintenance, improper operation, or normal wear and tear. ESCO shall repair or replace defective material or equipment and re-perform Work to correct any defect within the Warranty Period at no cost to the Customer. ESCO does not warrant products not manufactured by ESCO, but it will pass on to Customer any manufacturer's warranty to the extent permitted. THE FOREGOING WARRANTIES AND REMEDIES ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES AND REMEDIES WHETHER STATUTORY, EXPRESS OR IMPLIED (INCLUDING ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE AND ALL WARRANTIES ARISING FROM COURSE OF DEALING OR USAGE OR TRADE), AND ESCO WILL NOT BE RESPONSIBLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES OF CUSTOMER. ESCO'S RESPONSIBILITY IN WARRANTY OR CONTRACT SHALL NOT EXCEED THE CONTRACT PRICE PAID FOR THE SPECIFIC PRODUCT OR SERVICE THAT GIVES RISE TO THE CLAIM EXCLUDING THIRD PARTY CLAIMS FOR PERSONAL INJURY, DEATH OR PROPERTY DAMAGE OR AS MAY BE REQUIRED BY LAW.

4.4 Unless otherwise provided in the Contract Documents, ESCO shall pay sales, consumer, use, and other similar taxes which are legally enacted when bids are received or negotiations concluded, whether or not effective or merely scheduled to go into effect, and shall secure and pay for the building permit and other permits, licenses and inspections necessary for proper execution and completion of the Work.

4.5 ESCO shall comply with and give notices required by laws, ordinances, rules, regulations, and lawful orders of public authorities bearing on performance of the Work.

4.6 ESCO shall keep the premises and surrounding areas free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, ESCO shall remove from and about Project waste materials, rubbish, ESCO'S tools, equipment, machinery and surplus material.

4.7 ESCO shall provide Customer access to the Work in preparation and progress wherever located.

4.8 ESCO shall pay all royalties and license fees, shall defend suits or claims for infringement or patent rights, and shall hold Customer harmless from loss on account thereof.

4.9 Except to the extent of the negligence or willful misconduct of Customer, or its agents, representatives, employees, officers, directors or assigns, ESCO shall indemnify and hold harmless Customer, and agents and employees thereof from and against all third party claims, damages, losses and expenses, including, but not limited to, reasonable attorney's fees, arising out of or resulting from performance of the Work provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused in whole or in part by negligent acts or omissions of ESCO, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable.

4.10 NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED HEREIN, ESCO SHALL NOT BE LIABLE IN CONTRACT, IN TORT (INCLUDING NEGLIGENCE OR STRICT LIABILITY) OR OTHERWISE FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES WHATSOEVER. The remedies of Customer set forth herein are exclusive where so stated and the total cumulative liability of ESCO with respect to this Contract or anything done in connection therewith, such

as the use of any product covered by or furnished under the Contract, whether in contract, in tort (including negligence or strict liability) or otherwise, shall not exceed the contract price for the specific product, equipment, material or service work performed that gives rise to the claim, excluding third party claims for personal injury, death or property damage or as may be required by law.

4.11 ESCO shall comply with the requirements of North Carolina General Statute 143-128.2.

ARTICLE 5 – SUBCONTRACTS

5.1 A Subcontractor is a person or entity who has a direct contract with ESCO to perform a portion of the Work at the site.

5.2 Unless otherwise stated in the Contract Documents or the bidding requirements ESCO, if requested in writing by Customer, shall furnish in writing to Customer the names of the Subcontractors to whom ESCO plans to award Work. Contracts between ESCO and Subcontractors shall (1) require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to ESCO by the terms of the Contract Documents, and to assume all the obligations and responsibilities which ESCO, by the Contract Documents, assumes toward Customer, and (2) allow to the Subcontractor the benefit of all rights, remedies and redress afforded to ESCO by these Contract Documents.

ARTICLE 6 – CHANGES IN THE WORK

6.1 Customer may request order changes in Work consisting of additions, deletions or modifications, whereby, the Contract Sum and Contract Time shall be adjusted accordingly. Such changes in the Work shall be authorized by written Change Order that shall be mutually agreed to and signed by Customer and ESCO. The parties shall negotiate in good faith and use their best efforts to execute any Change Order, and any Change Order must be fully executed in writing by Customer and ESCO prior to any actual changes being implemented.

6.2 Notwithstanding anything to the contrary contained in the Contract Documents, changes to the Contract Sum and Contract Time shall be changed only by Change Order.

6.3 The cost or credit to Customer from a change in the Work shall be determined by mutual agreement.

6.4 In the event of any suspension or delay due to the acts or omissions of Customer or Customer directives to stop Work for any reason, through no fault of ESCO, the Contract Time for Completion of the Work shall be extended to reflect such period of interruption and the Contract Sum shall be equitably adjusted to recover ESCO'S costs of demobilization, delay and remobilization related to such suspension or delay. ESCO agrees it will cooperate with Customer and mitigate such costs to the extent and efforts commercially reasonable.

ARTICLE 7 – TIME

7.1 The date of completion of the Work is the date the Customer provides the Certificate of Acceptance after the entire scope of Work is complete, in accordance with the Contract Documents.

7.2 If ESCO is delayed at any time in progress of the Work by changes ordered in the Work, by labor disputes, fire, unusual delay in deliveries, abnormal adverse weather conditions not reasonably anticipatable, unavoidable casualties or any other causes which are beyond the control of ESCO, then the parties hereto agree to execute a Change Order allowing for a mutually agreeable extension of time for performance of ESCO'S Work to cover such delay.

ARTICLE 8 – PAYMENTS AND COMPLETION

8.1 Payments shall be made as provided in Article 2 of the Contract.

8.2 As required by North Carolina General Statute 143-64.17D, it is understood and agreed that this Contract does not constitute a direct or indirect pledge of the taxing power or full faith and credit of the Customer.

ARTICLE 9 – PROTECTION OF PERSONS AND PROPERTY

9.1 ESCO shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract. ESCO shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury or loss to (1) employees on the Work and other persons who may be affected thereby, (2) the Work and materials and equipment to be incorporated therein, and (3) other property at the site or adjacent thereto.

9.2 ESCO shall give notices and comply with applicable laws, ordinances, rules, regulations and lawful orders of public authorities bearing on safety of persons and property and their protection from damage, injury or loss.

9.3 The scope of work or service to be performed by ESCO pursuant to this Contract, and the compensation to be paid to ESCO hereunder for Work or services performed, expressly exclude any Work or service of any nature associated or connected with the identification, abatement, cleanup, control or removal of environmentally hazardous materials beyond what is specifically defined and identified in Schedule A of this Contract. "Hazardous Materials" to include, but not be limited to, asbestos and PCBs discovered in or on the premises. Customer agrees that all duties and obligations in connection with any hazardous materials located in or on the premises, other than those defined in Schedule A, are strictly the responsibility of Customer. Customer warrants and represents to the best of Customer's knowledge there are no hazardous materials in or on the premises which will affect, be affected by, come in contact with, or otherwise impact upon or interfere with the Work to be performed by ESCO pursuant to this Contract.

9.4 Should ESCO become aware or suspect the presence of hazardous materials beyond those to be addressed in Schedule A during performance of its Work under this Contract, ESCO will be authorized to cease Work in the affected area immediately, and will promptly notify Customer of the conditions discovered. Should ESCO stop Work because of the discovery or suspicion of hazardous materials, the time for performance of ESCO'S Work or service will be extended to cover the period required for abatement, cleanup, or removal of the hazardous materials. ESCO will not be held responsible for any claims, damages, costs, or expenses of any kind associated with the period during which ESCO has stopped Work as a result of hazardous materials. If appropriate, ESCO will be entitled to an equitable adjustment of the Contract Sum for any increased costs or other charges incurred by ESCO in connection with the existence of its rights under this paragraph.

9.5 Customer will be responsible for taking all necessary steps to correct, abate, clean up, or control hazardous materials not addressed by ESCO in Schedule A in accordance with all applicable statutes and regulations. Customer specifically agrees, to the extent allowed by state law, to indemnify and to hold ESCO, its officers, agents and employees harmless from and against any and all claims, demands, damages, or causes of action in any way arising out of the release of hazardous materials into the air, soil, or any water system or water course, or any actions taken in connection with same, or any failure to act.

ARTICLE 10 – INSURANCE AND BONDS

10.1 ESCO shall maintain adequate levels and types of insurance coverage appropriate to its business and profession and as may be required by applicable law and the Contract Documents. Such insurance shall be in companies authorized to do business in the jurisdiction in which the Project is located with an A.M. Best's rating of at least A- VII and as a minimum shall include Workers' Compensation and Employer's Liability at statutory limits, Automobile Liability covering all owned, hired and other non-owned vehicles and Commercial General Liability covering public liability, property damage and completed

operations with limits not less than \$2,000,000 per occurrence. Certificates of such insurance shall be provided to Customer prior to commencement of the Work.

10.2 ESCO shall provide payment and performance bonds for 100% of the Contract Sum to secure the faithful performance of the Work, compliance with the terms of this Contract and to insure ESCO'S payment obligations to its Subcontractors and suppliers related to the Work. Said bonds shall be subject to the provisions of Article 3 of Chapter 44A of the North Carolina Statutes and shall be in a form acceptable to the Office of the State Treasurer. Notwithstanding any provision to the contrary herein, any payment and performance bonds associated with this Contract guarantee only the performance of the installation portion of the Contract, and shall not be construed to guarantee the performance of: (1) any efficiency or energy savings guarantees, (2) any support or maintenance service agreement, or (3) any other guarantees or warranties with terms beyond one (1) year in duration from the completion of the installation portion of the Contract.

ARTICLE 11 – SUSPENSION OF WORK OR TERMINATION OF THE CONTRACT

11.1 If Customer fails to make payments to ESCO as required in this Contract, unless withheld in accordance with Article 2.4, ESCO may, upon seven (7) days written notice to Customer and if the Customer does not make the payment within such notice period, suspend the Work until payment is made and recover from Customer payment for all Work executed and for any costs incurred to restart the Work.

11.2 If ESCO breaches a material provision of this Contract, Customer, after delivery of written notice and providing ESCO seven (7) days to cure such breach, may make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due ESCO.

11.3 Any remedies provided for in this Article 11 shall not be exclusive of any additional remedies available to a party pursuant to this Contract, in equity or in the law.

ARTICLE 12 – OTHER CONDITIONS OR PROVISIONS

12.1 If any provision of this Contract shall be held to be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected or impaired thereby.

12.2 Nothing herein shall be deemed to establish a relationship of principal and agent between ESCO and Customer, or any of their respective agents or employees, and this Contract and the Contract Documents may not be construed as creating any form of legal association or arrangement that would impose liability upon one party for the act or failure to act of the other party.

12.3 This Contract shall be governed by the laws of the state where the Project is located.

12.4 As between Customer and ESCO, any applicable statute of limitation shall commence to run and any alleged cause of action shall be deemed to have accrued (1) not later than the date of Acceptance of the Work for acts or failures to act occurring prior to the relevant date of Acceptance of the Work, or (2) not later than the date of the relevant act or failure to act by either party for acts or failures to act occurring after the date of Acceptance of the Work.

12.5 This Contract sets forth the entire understanding between the parties and supersedes all prior oral or written understandings relating to the subject matter herein. This Contract may not be altered or modified except by a written instrument signed by a duly authorized representative of each party.

IN WITNESS WHEREOF, the Customer and ESCO have executed this Contract, in duplicate originals, as of the day and year first above written.

City of Greenville

**Schneider Electric Buildings
Americas, Inc.**

By _____
(Signature)

By _____
(Signature)

Print Name Allen M. Thomas

Print Name _____

Title Mayor

Title _____

APPROVED AS TO FORM:

BY: _____
David A. Holec, City Attorney

PRE-AUDIT CERTIFICATION:

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

BY: _____
Bernita W. Demery, CPA, Director of Financial Services

SCHEDULE A: SCOPE OF WORK

The following ECM matrix is representative of the Schneider Electric proposed Energy Savings Performance Contract. Appendices of the Investment Grade Audit include more detailed information where noted.

| City of Greenville - ECM Matrix | | | | | | | | |
|---|--------------------|--------------------|----------------------------|---------------------------------|--------------------------------|---------------------------------|------------------------------|-------------|
| Building Name | ECM #1 Lighting | ECM #2 Controls | ECM #3 HVAC Upgrades | ECM #4 Water Conservation | ECM #5 Building Envelope | ECM #6 Chlorine Generator | ECM #8 Solar Renewable | ECM #10 TAB |
| City Hall | Y | Y | Y | Y | N | NC | Y | Y |
| Municiple Building | N | Y | Y | NC | N | NC | NC | Y |
| Police-Fire Rescue | Y | Y | NC | Y | N | NC | Y | NC |
| Parks Maintenance Center | Y | NC | NC | Y | N | NC | NC | NC |
| 5th Street Police Substation | Y | N | NC | N | N | NC | NC | NC |
| Epps Recreation Center/Thomas Foreman Park | Y | Y | NC | N | N | NC | NC | NC |
| Guy Smith Stadium | N | NC | NC | Y | NC | NC | NC | NC |
| Public Works Complex | Y | Y | Y | N | N | NC | NC | Y |
| South Greenville Recreation Center Building | Y | Y | NC | Y | N | NC | NC | NC |
| Evans Park Building | Y | N | N | Y | N | NC | NC | NC |
| Elm Street Recreation Center | Y | Y | NC | Y | N | NC | NC | NC |
| Jaycee Park Building | Y | Y | N | N | N | NC | NC | Y |
| Sports Connection | Y | Y | NC | Y | N | NC | NC | NC |
| Gardner Training Center | Y | N | NC | N | N | NC | NC | NC |
| H. Boyd Lee Park | Y | Y | NC | NC | N | NC | NC | NC |
| River Park North | N | Y | NC | NC | NC | NC | NC | NC |
| Greenfield Terrace | N | Y | NC | NC | NC | NC | NC | NC |
| Greenville Aquatics and Fitness Center | Y | Y | Y | Y | N | Y | N | Y |
| Bradford Creek Golf Course | Y | N | NC | NC | N | NC | NC | NC |

Legend: Y = Included N = Considered, but Not Included NC = Not Considered

General ECM Descriptions

General descriptions and design intent are provided in this section only for ECM 1 – Lighting and ECM 4 – Water Conservation Measures due to similar application of these ECMs across the City of Greenville’s facilities.

ECM 1 – Lighting

When developing a lighting retrofit strategy for customers, Schneider Electric considered several important factors: energy consumption, functionality, the cost of various technology options, potential energy and cost savings, and the ongoing maintenance costs. Schneider Electric also considers City of Greenville’s operating hours, the tasks being performed and the lighting levels required to support those tasks (as recommended by the Illuminating Engineering Society of North America), along with all applicable Federal and State Energy code requirements.

After taking all of these factors into consideration, Schneider Electric develops a preliminary retrofit strategy. Schneider Electric then compares the energy consumption and costs of the proposed lighting system with the existing system to confirm that the retrofit strategy will produce the desired results. This is done by using information provided (existing electric rates and hours of operation) in calculations to confirm that objectives are met. Schneider Electric’s primary goal is to design a retrofit strategy that:

- Significantly reduces City of Greenville’s energy consumption and costs
- Provides energy consumption and cost savings without compromising lighting quality, performance, functionality, safety, or occupant comfort
- Standardizes products wherever possible in order to reduce inventory and ongoing maintenance costs
- Complies with all Federal and State regulations and codes prescribing the use of energy-efficient lamps and ballasts
- Guarantees environmentally safe recycling or disposal of all items that are removed

The hours of operation for this project are based on observations during the survey process and data collected by loggers. A description of how the logger data was incorporated into the energy model is provided in the Lighting appendix. Additionally, the baseline electrical demand data was referenced to the historical usage data to fine tune hours of operation. This was a team effort, spanning multiple disciplines.

Lighting Design Strategy

Fluorescent

Schneider Electric’s design strategy is to standardize on the same type of fluorescent lamp type throughout the buildings included in this project. A proven non-proprietary proven lamp and ballast combination that will provide the greatest performance and energy savings of any of the lighting systems considered was selected. The premium grade electronic ballasts Schneider Electric proposes are of a high-efficiency design, which is a step above the standard grade electronic ballasts more commonly found in low bid construction projects. These ballasts provide a greater level of efficiency over the standard ballast and also incorporate an intelligent voltage capability allowing the ballast to be used on both 120v and 277v applications. The proposed T8 lamps are a premium high lumen, extended life type that again yields better results than the standard grade.

For this project Schneider Electric has selected a **25 -watt** energy saving lamp. The proposed lamp and ballast system will provide the greatest energy savings of the various lamp/ballast options explored, and will additionally allow for improved efficiency on some existing T8 linear fluorescent fixtures with instant start ballasts by relamping them with the latest in T8 technology. This T8 retrofit strategy will allow us to maintain recommended light levels while still providing a reduction in energy usage in all T8 fixtures and still standardize lamp types in City of Greenville’s facilities. Fluorescent fixtures with broken lamp

tombstones will have the tombstones replaced at no additional cost. All fixtures retrofitted will be dry wiped to remove dust and particulate matter to improve fixture lumen efficiency.

In several gymnasiums, Interior HID fixtures have already been replaced with fluorescent high-bay fixtures utilizing energy efficient T5HO fluorescent technology. The advancements in fluorescent technology make these fixtures good alternatives to HID and provide light levels comparable to the existing fixtures with the added benefit of instant on capability.

Incandescent

Schneider Electric's design strategy for the use of incandescent lamps is to eliminate wherever possible. In applications where it is used as a primary source of illumination and sufficient operating hours are present, Schneider Electric will try to replace the existing incandescent fixtures with new fixtures utilizing linear fluorescent or plug-in compact fluorescent lamp fixtures. In areas where incandescent fixtures are the primary light source but have limited operating hours Schneider Electric will replace the incandescent lamps with a self-ballasted screw-in compact fluorescent lamp. Screw-in compact fluorescent lamps not only offer a tremendous energy savings potential when compared with their incandescent counterparts, but also have a significantly longer operating life. In spaces where aesthetics might be compromised or payback criteria prohibits the installation of a new fixture, a screw-in compact fluorescent lamp has been specified as an alternative. Areas where incandescent fixtures are connected to dimmers are assessed on a case-by-case basis.

High Intensity Discharge

Schneider Electric's design strategy for HID (high intensity discharge), including metal halide or high-pressure sodium varies due to the variety of applications. In the case of this project, many exterior HID luminaires were excluded, based their type and application. High-mast sports lighting was excluded, as the detailed analysis required to determine if lower light levels are appropriate falls outside the scope of the current IGA. HID fixtures recessed in grade, bollard lights, recessed step lights, high wattage metal halide floods, low wattage canopy lights, post top lanterns, and most of the tennis court HID lighting were also excluded because it was determined the cost outweighed the savings potential based on the project goals. Induction strategies were also evaluated and deemed inappropriate when considering output requirements, cost, and efficiency. Many building mounted wallpacks and wall mounted HID luminaires in the 100W to 250W range have been proposed to be replaced with LED wallpacks.

Lighting Occupancy Sensors

Occupancy sensors have been proposed in most large group areas or work spaces such as, gymnasiums, cafeterias, multipurpose rooms, classrooms and designated offices. In areas such as gymnasiums that have gone from HID fixtures to fluorescent, fixture-mounted occupancy sensors will be installed where warranted by occupancy data and can be adjusted to provide a shut off delay of up to twenty minutes to eliminate rapid or excessive cycling of lamps. Below is a chart of the different types of sensors used in the design.

| Sensor Code Reference | |
|-----------------------|--|
| SENSOR CODE | SENSOR DESCRIPTION |
| OCC IR-W | Add Low Voltage PIR Occupancy Sensor Wall/Ceiling Mount |
| OCC IR-HC-F | Add Line Voltage PIR Occupancy Sensor Fixture Mount |
| PC-C | Add Low Voltage On/Off Surface Mount with Photo Control |
| OCC WSIR | Add PIR Occupancy Sensor Wall Switch Mount |
| OCC WSDT | Add Dual Tech Occupancy Sensor Wall Switch Mount |
| OCC IR-C | Add Low Voltage PIR Occupancy Sensor Ceiling Mount |
| OCC DT-C | Add Low Voltage Dual Tech Occupancy Sensor Ceiling Mount |
| OCC HAL-W | Add Low Voltage PIR Occupancy Sensor Wall/Ceiling Mount in Hallway |
| OCC DT-W | Add Low Voltage Dual Tech Occupancy Sensor Wall/Ceiling Mount |
| TIMER-WS | ADD TIMER SWITCH, WALL SWITCH MOUNT |

Spaces that are proposed to receive occupancy sensors are listed in under the lighting ECM description for each building. Sensor quantities and types are subject to change during the construction phase. Changes in existing conditions, such as space usage or change in occupant behavior, may occur between the investment grade audit and construction phases and may alter the sensor type selection and quantities. It is understood that if occupancy sensors are installed in these proposed spaces that any changes in sensor type or quantity are the responsibility of Schneider Electric and will not result in any additional cost to the project.

Daylight Harvesting

The use of photocells has also been proposed in designated areas at H. Boyd Lee Park where existing ambient light levels provide an opportunity for additional savings.

Gymnasium Lighting

Per the City of Greenville’s request, proposed gymnasium lighting retrofits are designed to meet light levels of 50-60 foot-candles.

Other Lighting Considerations

Recycling / Hazardous Waste Disposal

Schneider Electric will provide disposal through a certified and approved hazardous waste recycler for all lamp and ballast waste both hazardous and non-hazardous that is associated with the energy efficient lighting upgrade in the facility. This will eliminate any need for City of Greenville to seek outside lamp/ballast disposal methods for this material. This service is comprehensive and includes the containment drums, lamp shipping packing cartons, waste receptacles, transportation, labor and all on and off site handling to complete the process. A completed document/certificate showing proof of total destruction of all lamp and hazardous ballast waste will be provided back to the City for their records. This total destruction method removes City of Greenville from any potential future liability that could possibly result from improper land filling this type of waste.

Warranty Guarantee

Every lighting system comes with Schneider Electric's personal guarantee of satisfaction. This means that if Schneider Electric has fallen short of achieving City of Greenville's specific request through design or product selection, then Schneider Electric will make it right. Schneider Electric warrants all workmanship for a period of one year from project completion date.

All materials used are from name brand manufacturers and come with a full manufacturer's warranty. These warranties will be transferred to City Of Greenville for their convenience in servicing their facility in the future. Typical manufacturer's warranty periods on equipment are listed below. The "Operation and Maintenance Manual" which is provided to City of Greenville at project completion contains specific warranty information for the materials used on the project.

| | |
|------------------------------------|--|
| Linear Fluorescent Lamps | 3 years |
| Linear Fluorescent Ballasts | 5 Years |
| Screw in Compact Fluorescent Lamps | 15 months |
| Retrofitted HID Lamps | 6 – 24 Months based on lamp |
| Retrofitted HID Ballasts | 24 Months |
| LED Exit Signs | 5 Years |
| Light Fixtures | Varies by Manufacturer (Typically 1 year) |
| Sensors | Varies by Manufacturer (Typically 5 years) |

Spare Lamp, Ballast and Sensor Materials

As part of the lighting scope proposal, Schneider Electric will furnish, at no additional cost to City of Greenville, 2% of the total number of installed lamps for shelf stock. Ballast shelf stock will also be furnished for a total of 1% of the total installed number of ballasts on the project. When sensors are part of the design and included in the installation Schneider Electric will also provide shelf stock for a 1% of the total installed number of sensors on the project. Future replacement lamps and ballasts can be purchased at most electrical distributors.

ECM 4 – Water Conservation Measures

Bathroom Fixture Retrofits

Bathroom fixtures offer good water saving opportunities because many of these fixtures can be retrofitted to reduce the amount of water consumed per flush (toilets and urinals) or per minute of use (sinks and showers). Reducing sink and shower water usage also saves the thermal energy used to make hot water.

Savings Estimate

Domestic water savings depend on the volume of water used per toilet, shower, or sink use, the number of people using the bathrooms, and the frequency of use. Existing and proposed domestic water consumption has been calculated based on data provided by Greenville, NC, Schneider Electric, and the occupancy assumptions listed in the Appendix.

Thermal energy savings for sink usage is based on the following assumptions: the ratio of hot-to-cold water use, average hot and cold water temperatures, and the domestic hot water heater efficiency.

Water Conservation Design Strategy

Toilet Replacements

Existing high flow toilets will be replaced with new 1.28 gpf toilets. New 1.28 gpf china will be installed where appropriate and existing flushometers will be replaced or retrofitted with 1.28 gpf flush valves.

A typical toilet replacement with flush valve upgrade includes the following major components:

- 1.28 gpf in kind china replacement (Zurn or equal)
- New outlet seals and Jonny-bolts, if applicable
- New toilet seats with stainless steel hardware
- New (Zurn or equal) 1.28 gpf flush valve, if applicable
- 10% Stop valve replacement or angle stop repair is anticipated and is included in this scope, based on the types and ages of fixtures noted in the audit. Should a significant amount of stop valves need to be replaced or repaired it will be considered an extra cost.
- 10% flange repair for floor mount toilets is anticipated and is included in this scope. Should a significant amount of flange repair work be required, it will be considered an extra cost.
- Caulking of new china fixtures and any carrier bolt work is excluded.

Toilet Flush Valve Retrofit

Existing 1.6 gpf compatible toilets will have valves retrofitted to 1.6 gpf. Toilet china and valve body will remain in place.

A typical toilet flush valve retrofit and maintenance upgrade includes the following major components:

- New 1.6 gpf retrofit kit
- Carrier work, new china, and new valve body are excluded.

Bathroom Sinks

Existing high flow bathroom sink faucets will be retrofitted with new, tamper resistant, 0.5 gpm faucet flow restrictors.

Showerheads

Existing high flow showerheads will be replaced with new, tamper resistant, 1.5 gpm showerheads.

Accessibility and ADA Code

Like-for-like fixture upgrades are included in this proposal: existing high-flow, ADA-height toilets will be replaced with low-flow, ADA height-toilets; existing high-flow, standard height toilets will be replaced with low-flow, standard height toilets. Any and all ADA bathroom partitions, grab bars, extensions, sink faucet actuators, piping insulation, or other ADA requirements are hereby excluded from this proposal. H2O

does not take responsibility for any existing or future ADA compliance issues and if required to modify bathrooms or fixtures to meet an ADA code this will be completed for an additional cost.

City Hall

ECM 1 – Lighting Occupancy Sensors

68 lighting occupancy sensors are proposed as part of this ECM.

| Lighting Sensors - City Hall | | | | | |
|------------------------------|-------------|-------------------|-------------------|--------------------|-------------|
| Reference Number | Room Number | Space | Number of Sensors | Sensor Reduction % | Sensor Type |
| 2 | 303 | OFFICE | 1 | 15% | OCC WSIR |
| 3 | 307 | OFFICE | 1 | 15% | OCC IR-W |
| 10 | N/A | BOOTH | 1 | 30% | OCC WSIR |
| 13 | N/A | MENS TOILET | 1 | 30% | OCC WSIR |
| 14 | N/A | WOMENS TOILET | 1 | 30% | OCC WSIR |
| 15 | 313 | OFFICE | 1 | 15% | OCC IR-W |
| 18 | N/A | UPPER LOBBY | 1 | 70% | PC-C |
| 21 | N/A | MENS TOILET | 1 | 50% | OCC WSDT |
| 22 | N/A | WOMENS TOILET | 1 | 50% | OCC WSDT |
| 24 | 328 | OFFICE | 1 | 15% | OCC IR-W |
| 25 | 330 | OFFICE | 1 | 15% | OCC WSIR |
| 26 | 329 | OFFICE | 1 | 15% | OCC IR-W |
| 27 | 308 | BREAK ROOM OFFICE | 1 | 15% | OCC IR-W |
| 31 | N/A | WOMENS TOILET | 1 | 30% | OCC WSDT |
| 32 | N/A | MENS TOILET | 1 | 30% | OCC WSDT |
| 36 | 337 | CONFERENCE | 1 | 20% | OCC IR-W |
| 47 | 247 | OFFICE | 1 | 15% | OCC WSIR |
| 48 | 248 | OFFICE | 1 | 15% | OCC WSIR |
| 50 | 249 | OFFICE | 1 | 15% | OCC WSIR |
| 51 | 250 | OFFICE | 1 | 15% | OCC WSIR |
| 52 | 251 | OFFICE | 1 | 15% | OCC WSIR |
| 54 | 252 | OFFICE | 1 | 15% | OCC WSIR |
| 56 | 233 | CONFERENCE | 1 | 15% | OCC WSIR |
| 57 | 234 | OFFICE | 1 | 15% | OCC WSIR |
| 58 | 255 | OFFICE | 1 | 15% | OCC WSIR |
| 59 | 254 | OFFICE | 1 | 15% | OCC WSIR |
| 60 | 235 | OFFICE | 1 | 15% | OCC WSIR |
| 61 | 236 | OFFICE | 1 | 15% | OCC WSIR |
| 62 | 237 | OFFICE | 1 | 15% | OCC WSIR |
| 63 | N/A | MENS TOILET | 1 | 50% | OCC WSDT |
| 64 | N/A | WOMENS TOILET | 1 | 50% | OCC WSDT |
| 66 | 203 | OFFICE | 1 | 15% | OCC IR-W |
| 68 | 205 | OFFICE | 1 | 15% | OCC IR-W |
| 69 | 206 | OFFICE | 1 | 15% | OCC WSIR |
| 70 | 209 | OFFICE | 1 | 15% | OCC WSIR |
| 73 | 211 | OFFICE | 1 | 15% | OCC WSIR |
| 75 | 212 | OFFICE | 1 | 15% | OCC WSIR |
| 76 | 213 | OFFICE | 1 | 15% | OCC IR-W |
| 79 | 214 | OFFICE | 1 | 15% | OCC WSIR |
| 86 | 222 | CONFERENCE | 1 | 15% | OCC WSIR |
| 87 | 223 | CONFERENCE | 1 | 15% | OCC WSIR |
| 90 | 125 | CONFERENCE | 1 | 15% | OCC WSIR |
| 91 | 126 | CONFERENCE | 1 | 15% | OCC WSIR |
| 92 | 124 | OFFICE | 1 | 15% | OCC WSIR |
| 94 | 123 | OFFICE | 1 | 15% | OCC WSIR |
| 95 | 121 | OFFICE | 1 | 15% | OCC WSIR |
| 96 | 119 | OFFICE | 1 | 15% | OCC WSIR |
| 98 | 118 | OFFICE | 1 | 15% | OCC WSIR |
| 101 | 114 | OFFICE | 1 | 15% | OCC WSIR |
| 102 | 115 | OFFICE | 1 | 15% | OCC WSIR |
| 103 | 112 | OFFICE | 1 | 15% | OCC WSIR |
| 104 | 111 | OFFICE | 1 | 15% | OCC WSIR |
| 105 | 110 | OFFICE | 1 | 15% | OCC WSIR |
| 106 | 109 | OFFICE | 1 | 15% | OCC WSIR |
| 108 | 108 | OFFICE | 1 | 15% | OCC WSIR |
| 109 | 107 | OFFICE | 1 | 15% | OCC WSIR |
| 110 | 106 | OFFICE | 1 | 15% | OCC WSIR |
| 111 | 105 | OFFICE | 1 | 15% | OCC WSIR |
| 112 | N/A | MENS TOILET | 1 | 50% | OCC WSDT |
| 113 | N/A | WOMENS TOILET | 1 | 50% | OCC WSDT |
| 115 | 135 | OFFICE | 1 | 15% | OCC WSIR |
| 120 | 142 | OFFICE | 1 | 15% | OCC IR-W |
| 121 | N/A | MENS TOILET | 1 | 30% | OCC WSIR |
| 122 | N/A | WOMENS TOILET | 1 | 30% | OCC WSIR |
| 124 | 150 | KITCHEN | 1 | 25% | OCC IR-W |
| 126 | 151 | OFFICE | 1 | 15% | OCC WSIR |
| 128 | 154 | OFFICE | 1 | 15% | OCC IR-W |
| 129 | 155 | OFFICE | 1 | 15% | OCC WSIR |
| 68 Total Sensors | | | | | |

Refer to General ECM Descriptions for details about each sensor code.

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. The existing systems and issues with the systems are described in detail in Section 3 – Existing Conditions. The intent of the recommendations will allow the city to mandate the removal of the majority of portable heaters in the building.

This project includes:

- The installation of Electrical/Mechanical Scope to add Heating capability into the air handlers. This scope is required and will allow the controls of the building to operate properly.
- The upgrading of the existing controls system, re-commissioning of the building controls, rebalancing of systems and building pressurization - as required, and additional points and programming.

Adding Heating Capability in the three main air handling units:

The installation of heating capability in the air handlers is the most cost effective and practical solution to augmenting the heating capability of the building. Presently the air handlers don't have any means to heat supply air. This means that during the coldest periods of the year the mixture of return air and outside air would drop the supply air temperature lower than what the reheat coils can effectively heat in all circumstances. The result is a limitation of the heating supply air temperature to satisfy comfort.

The existing air handlers have sections that will allow for the installation of electric heating. The requirements are the addition of 30 kW in each of the three main AHUs. (The similarity of the heating requirements is close because the outside air flow requirements for all three are close.)

The scope of work includes the sourcing of the power requirement for the new heaters from the main distribution panel, all wiring and OEM heaters or equivalent, specified to operate at all flow operational points. The heaters should be SCR controlled to provide linear or acceptable stepped control to avoid excessive demand and cycling operation.

This part of the recommendation also includes all controllers, points and programming required to accomplish supply air temperature reset to as high as 65 degrees F. The programming should include all means to accommodate the lowest temperature requirement of the system so all spaces will be satisfied.

Controls Upgrades:

Controls upgrades, re-commissioning, and balancing efforts for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Fan scheduling for AHU 1 and AHU 2. (AHU 3 Scheduling is part of ECM 3)
- Optimum Start Stop for AHU 1 and AHU2 (AHU 3 Scheduling is part of ECM 3)
- Temperature Setback control for AHU 1 and AHU 2 during unoccupied periods.
- Control of system ventilation optimization including scheduling and programmed building pressurization from ventilation-exhaust sequences.
- Scheduling of VAV box minimum settings for occupied and unoccupied periods.
- Control/scheduling of all exhaust fans in the building
- Proper air side economizer control for free cooling
- Humidity control and supply air reset based on humidity and heating requirements for the building.

Controls Scope of Work

- Niagara AX (G3) Framework Upgrade –Implement a full upgrade of the facility’s DDC software from the R2 framework to the current version AX framework including providing a one for one replacement of the existing UNC supervisory controller with a current model ENC controller. All programming and graphics work required to facilitate the upgrade shall be included and the user interface shall be upgraded to the most current and advanced offering from the BAS contractor as part of this scope.
- VAV Air Handling Units – Under this scope of work the BAS contractor shall modify the existing programming to include the following control algorithms for the three existing VAV rooftop air handling units: optimum start/stop, supply air CO₂ based demand controlled ventilation (include sensor hardware for AHU-1 and AHU-3 only – DCV is existing on AHU-2), and dynamic load-based supply air temperature reset (in place of outdoor air reset).
- Improved Trending Interface – The BAS contractor shall provide a simplified trending utility through the web based interface for each physical I/O point on the system permitting rapid access to the most relevant trends for a unit directly from its graphics page. In addition, an advanced trending and reporting utility shall be provided via the operator workstation providing the ability to execute a number or pre-made reports, create new custom reports, and create tailored queries of both long-term and short-term trend data.

ECM 3 – HVAC Upgrade

Room 303 is a communications control room located on the third floor. The room is includes electronics equipment that requires sensible cooling 24/7. The room is presently served by RTU – 3, which serves the new addition portion of the building. Because of this one critical room, the RTU needs to operate 24/7. If the room had a small dedicated cooling system the larger RTU could be scheduled, savings substantial energy.

Schneider Electric recommends the installation of a dedicated cooling only system for room 303. The system would operate 24/7 and be capable of satisfying the cooling needs of the room and the electronic systems inside the room. The system would be a min-split system with the condensing unit installed on the roof and the terminal unit/AHU and temperature control installed in the room.

The following is a table with conceptual design information for the new unit:

| Air Handling Units - City Hall | | | | | | | | | |
|--------------------------------|-------------|-------------|---------------------|-----|------------|-----|--------|--------------|------------------------|
| Mark | Area Served | System Type | Economizer / Relief | DCV | Supply CFM | TSP | OA CFM | Nominal Tons | Heating Capacity (MBH) |
| EMI-1 | Room 303 | Mini Split | No | No | 750 | 0.5 | 0.0 | 2 | 0 |

Installation would include power distribution wiring to support the installation of the new unit.

Controls Upgrades:

Controls upgrades, re-commissioning, and balancing efforts for this Building will allow for proper operation of the following:

- Status of new mini split system, temperature and operation
- Fan scheduling for AHU 3
- Optimum Start Stop for AHU 3
- Temperature Setback control for AHU 3

In addition, as part of ECM 3 – HVAC Upgrades, a complete air-side test and balance will be performed at City Hall.

ECM 4 – Water Conservation Measures

Existing urinals will remain in place. Existing 2.2 gpm bathroom sink faucets will be retrofit to 0.5 gpm. Existing 2.5 gpm showerheads will be replaced with new, 1.5 gpm showerheads; Existing 1.5 gpm showerheads will remain in place. Refer to the table below for retrofit fixture quantities.

| Water - Retrofit Fixture Quantities - City Hall | | | | |
|---|----------|---------|----------------|-------------|
| Existing | Toilets | | Bathroom Sinks | Showerheads |
| | 3.5 gpf | 3.5 gpf | 2.2 gpm | 2.5 gpm |
| Qty | - | - | 4 | 4 |
| Proposed | 1.28 gpf | 1.6 gpf | 0.5 gpm | 1.5 gpm |

ECM 8 – Solar Photovoltaic Array

A 4.8kW grid tied system will be comprised of Twenty (20) Helios 6T solar modules. The modules will be mounted on a ballasted aluminum frame with an Azimuth of 170 degrees (10 degrees from due south) and tilted at an angle of 36 degrees. Enphase M215 micro inverters will be attached to the modules to convert the DC current to AC. An Envoy Communications Gateway will be installed. This device will connect each module to the internet so that system owners can easily check the status of their solar system using the Envoy’s LCD display, or get more detailed information through the Enlighten website. The Helios 6T modules are guaranteed for 25 years to deliver at least 80% power STC. The Enphase M215 inverter carries a full 25 year warranty,

ECM 10 – Airside Test and Balance

A complete airside test and balance will be performed on the air distribution system for City Hall. Available construction documents will be used to balance airflows to each space and to the units. Supply airflow and return airflows will be balanced to each space. Supply, return, and outside airflows to the units will be balanced per the existing construction documents.

Municipal Building

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. The existing systems and issues with the systems are described in detail in Section 3 – Existing Conditions.

It is important to note that this project scope is interactive with ECM 3 – HVAC Upgrade. If ECM 3 is chosen in the final project, controls for the existing third floor units will be deleted, and the controls scope listed as part of ECM 3 will be installed.

This project includes:

- The upgrading of the existing controls system, re-commissioning of the building controls, rebalancing of systems and building pressurization - as required, and additional points and programming.

Controls Upgrades:

Controls upgrades, re-commissioning, and balancing efforts for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Fan scheduling for all HVAC systems
- Optimum Start Stop for all HVAC systems
- Temperature Setback control for all HVAC systems during unoccupied periods.
- Control of system ventilation optimization including scheduling and programmed building pressurization from ventilation-exhaust sequences for AHU 1, first and second floor.
- AHU 1, Scheduling of VAV box minimum settings for occupied and unoccupied periods.
- Control/scheduling of all exhaust fans in the building
- AHU 1, Proper air side economizer control for free cooling
- Humidity control and supply air reset based on humidity and heating requirements for the building.

Controls Scope of Work

- Niagara AX (G3) Framework Upgrade – Implement a full upgrade of the facility's DDC software from the R2 framework to the current version AX framework including providing a one for one replacement of the existing UNC supervisory controller with a current model ENC controller. All programming and graphics work required to facilitate the upgrade shall be included and the user interface shall be upgraded to the most current and advanced offering from the BAS contractor as part of this scope.
- VAV Air Handling Unit – Under this scope of work the BAS contractor shall modify the existing programming to include the following control algorithms for the existing VAV air handling unit: optimum start/stop, supply air CO₂ based demand controlled ventilation (include sensor hardware), and dynamic load-based supply air temperature reset (in place of outdoor air reset).
- Improved Trending Interface – The BAS contractor shall provide a simplified trending utility through the web based interface for each physical I/O point on the system permitting rapid access to the most relevant trends for a unit directly from its graphics page. In addition, an advanced trending and reporting utility shall be provided via the operator workstation providing the ability to execute a number or pre-made reports, create new custom reports, and create tailored queries of both long-term and short-term trend data.

ECM 3 – HVAC Upgrade

The purpose of this project is to replace the existing systems on the third floor. Work as part of this ECM is based on drawings dated 06/30/2004 that includes the alternate work for the third floor that was not completed as part of the previous building renovation.

This project scope is interactive with ECM 2 – Controls Upgrade. If ECM 3 is chosen in the final project, controls for the existing third floor units will be deleted, and the controls scope listed as part of ECM 3 will be installed.

The municipal building includes three occupied floors. A recent renovation in 2004 remodeled the first and second floors of the building and upgraded the HVAC in those areas. The third floor still has older systems including 4 split systems with electric heat. The systems themselves have no outside air capability and rely on ventilation louvers located on the side of the building and feeding small amounts of outside air into the plenum. This method is almost completely ineffective and adds to the load of the building and comfort issues.

These systems are older and are at the end of their economic life. Schneider Electric recommends the replacement of these systems with a single air handler serving these areas. The new system would be a central packaged VAV air handler with dx cooling and full outside air capability including economizer and relief. The air side of the system would include installation of new duct work to serve 6 zones from the air handler and with a plenum return. The system will be a Variable Air Volume System with electric Reheat. Improvements in the new system include improved air quality for the occupants, better temperature control, reduced maintenance costs and more efficient operation.

Additionally as part of this project the air vents in the side of the building and feeding into the plenum will be sealed and insulated.

The following is a table defining the design concept for the replacement:

| New Third Floor System Air Handler - Municipal Building | | | | | | | | | | | | |
|---|-------------|------------------------|----------------|------------------------------|---------------|-----------------|-----------------|---------------|---------|------------|----------------------------|--|
| Mark | Area Served | Cooling Capacity (MBH) | Location | System Type | Airsides | | | | | | | |
| | | | | | Total Air CFM | Outdoor Air CFM | Total Supply SP | Supply Fan HP | Control | Economizer | Return/Relief Fan Motor HP | |
| AHU-2 | 3rd Floor | 280 | Roof Mech Room | Split DX, VAV w/Elec Re-heat | 7,525 | 1,500 | 2.00 | 10.0 | DDC | Yes | TBD | |

| VAV Boxes - Municipal Building | | | |
|--------------------------------|---------|------------------|--------------|
| Mark | Max CFM | Occupied Min CFM | Elec Heat kW |
| VAV 3-1 | 860 | 310 | 4 |
| VAV 3-2 | 1,300 | 460 | 6 |
| VAV 3-3 | 975 | 350 | 4 |
| VAV 3-4 | 2,500 | 880 | 12 |
| VAV 3-5 | 1,190 | 420 | 5 |
| VAV 3-6 | 700 | 250 | 3 |

Controls Upgrades:

Controls upgrades, re-commissioning, and balancing efforts for this Building will allow for proper operation of the following:

- Fan scheduling for new system

- Optimum Start Stop for new HVAC system
- Temperature Setback control for new HVAC systems during unoccupied periods.
- Control of system ventilation optimization including scheduling and programmed building pressurization from ventilation-exhaust sequences.
- Scheduling of VAV box minimum settings for occupied and unoccupied periods.
- Proper air side economizer control for free cooling
- Humidity control and supply air reset based on humidity and heating requirements for the building.

In addition, as part of ECM 3 – HVAC Upgrades, a complete air-side test and balance will be performed at the Municipal Building.

ECM 10 – Airside Test and Balance

A complete airside test and balance will be performed on the air distribution system for the Municipal Building. Available construction documents will be used to balance airflows to each space and to the units. Supply airflow and return airflows will be balanced to each space. Supply, return, and outside airflows to the units will be balanced per the existing construction documents.

Police-Fire Rescue

ECM 1 – Lighting

A total of 517 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - Police-Fire Rescue | | | |
|--|---|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| Police-Fire Rescue | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed (CFL downlights, exterior HID bollards and step lights) | 78 | 0 |
| Police-Fire Rescue | Existing Exit Sign - Retrofit New LED Fixture | 3 | 3 |
| Police-Fire Rescue | Truck Bays: Existing High Intensity Discharge - Retrofit New Linear Fluorescent Fixture T5 High-Bay With Sensor | 11 | 11 |
| Police-Fire Rescue | Existing Incandescent track heads - Retrofit Relamp LED Dimmable | 15 | 15 |
| Police-Fire Rescue | Cove, stairs, toilet rooms, lobbies, mechanical: Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 63 | 63 |
| Police-Fire Rescue | Offices, corridors, lobbies, meeting rooms, etc: Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 387 | 387 |
| Police-Fire Rescue | Existing 8', 2-lamp T12 fluorescent – Retrofit relamp reballast linear fluorescent T8 with strip kit. | 20 | 20 |
| Police-Fire Rescue | Existing T12 Fluorescent U Tube - Retrofit Relamp Reballast Linear Fluorescent T8 With Reflector kit | 16 | 16 |
| Police-Fire Rescue | Existing T8 Fluorescent U Tube - Retrofit Relamp Reballast Linear Fluorescent T8 With Reflector kit | 2 | 2 |
| TOTALS: | | 595 | 517 |

In addition, 98 lighting occupancy sensors, which are not an integral part of the lighting fixture, are proposed as part of the lighting system upgrade.

| Lighting Sensors – Police-Fire Rescue | | | | | |
|---------------------------------------|-------------|------------------|-------------------|--------------------|-------------|
| Reference Number | Room Number | Space | Number of Sensors | Sensor Reduction % | Sensor Type |
| 222 | N/A | MENS TOILET | 1 | 30% | OCC WSDT |
| 223 | N/A | WOMENS TOILET | 1 | 30% | OCC WSDT |
| 224 | N/A | VENDING LOBBY | 1 | 30% | OCC WSIR |
| 226 | N/A | MEETING ROOM "A" | 1 | 50% | OCC IR-W |
| 230 | N/A | CONFERENCE | 1 | 50% | OCC IR-W |
| 232 | N/A | OPEN OFFICE | 1 | 5% | OCC DT-C |
| 233 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 234 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 235 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 236 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 237 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 238 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 239 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 240 | N/A | OFFICE | 1 | 15% | OCC WSIR |

| | | | | | |
|-----|-----|---------------|---|-----|-----------|
| 241 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 242 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 244 | N/A | CORRIDOR | 1 | 25% | OCC HAL-W |
| 246 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 248 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 249 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 254 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 256 | N/A | CORRIDOR | 1 | 25% | OCC HAL-W |
| 262 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 263 | N/A | DAY ROOM | 1 | 20% | OCC IR-W |
| 265 | N/A | BREAK ROOM 1 | 1 | 50% | OCC DT-W |
| 267 | N/A | BREAK ROOM 2 | 1 | 50% | OCC DT-W |
| 269 | N/A | BREAK ROOM 3 | 1 | 50% | OCC DT-W |
| 270 | N/A | BREAK ROOM 4 | 1 | 50% | OCC DT-W |
| 271 | N/A | BREAK ROOM 5 | 1 | 50% | OCC DT-W |
| 272 | N/A | BREAK ROOM 6 | 1 | 50% | OCC DT-W |
| 274 | N/A | TOILET | 1 | 40% | OCC DT-C |
| 276 | N/A | BREAK ROOM 7 | 1 | 50% | OCC DT-W |
| 277 | N/A | BREAK ROOM 8 | 1 | 50% | OCC DT-W |
| 278 | N/A | BREAK ROOM 9 | 1 | 50% | OCC DT-W |
| 279 | N/A | EXERCISE ROOM | 1 | 20% | OCC IR-W |
| 281 | N/A | TOILET | 1 | 40% | OCC DT-C |
| 285 | N/A | TOILET | 1 | 40% | OCC DT-C |
| 290 | N/A | LAUNDRY AREA | 1 | 20% | TIMER-WS |
| 291 | N/A | BOAT ROOM | 1 | 20% | TIMER-WS |
| 295 | N/A | BREAK ROOM | 1 | 20% | OCC IR-W |
| 299 | N/A | TOILET | 1 | 40% | OCC WSDT |
| 301 | N/A | TOILET | 1 | 40% | OCC WSDT |
| 304 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 305 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 306 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 307 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 308 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 309 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 310 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 311 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 312 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 313 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 314 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 315 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 316 | N/A | CORRIDOR | 2 | 15% | OCC HAL-W |
| 318 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 319 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 320 | N/A | CONFERENCE | 1 | 20% | OCC IR-W |
| 322 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 323 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 324 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 325 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 326 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 327 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 328 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 330 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 331 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 334 | N/A | OFFICE | 1 | 15% | OCC IR-W |

| | | | | | |
|-------------------------|-----|------------------|---|-----|-----------|
| 335 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 336 | N/A | OFFICE | 1 | 15% | OCC IR-W |
| 337 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 339 | N/A | OPEN OFFICE | 2 | 10% | OCC IR-C |
| 340 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 341 | N/A | BREAK ROOM | 1 | 15% | OCC IR-W |
| 343 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 344 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 345 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 346 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 347 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 348 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 349 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 350 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 351 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 352 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 353 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 354 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 355 | N/A | OFFICE AREA | 2 | 10% | OCC IR-C |
| 364 | N/A | OFFICE | 1 | 15% | OCC IR-W |
| 365 | N/A | C PLATOON OFFICE | 1 | 15% | OCC WSIR |
| 366 | N/A | SARGEANT OFFICE | 1 | 15% | OCC WSIR |
| 369 | N/A | CORRIDOR | 1 | 15% | OCC HAL-W |
| 374 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 375 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 376 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 377 | N/A | OFFICE | 1 | 15% | OCC WSIR |
| 98 Total Sensors | | | | | |

Refer to General ECM Descriptions for details about each sensor code.

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. The existing systems and issues with the systems are described above in detail in the facility HVAC description.

This project includes:

- The comprehensive installation of a new building wide controls system and upgrading of the existing controls system, re-commissioning of the building controls, rebalancing of systems and building pressurization - as required, and additional points and programming.

Controls Upgrades:

Controls upgrades, re-commissioning, and balancing efforts for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Fan scheduling for all HVAC systems – (Capability)
- Optimum Start Stop for all HVAC systems – (Capability)

- Installation of DDC controllers and programming for all VAV boxes.
- Temperature Setback control for all applicable areas during unoccupied periods.
- Control of system ventilation optimization including scheduling and programmed building pressurization from ventilation-exhaust sequences.
- Scheduling of VAV box minimum settings for occupied and unoccupied periods.
- Control/scheduling of all exhaust fans in the building
- Proper air side economizer control for free cooling
- Humidity control and supply air reset based on humidity and heating requirements for the building.
- Supervisory control of building boiler systems and pumping
- Control of hot water unit heaters

Controls Scope of Work

Hot Water Plant – Two Weil McLain 88 series cast iron boilers with dedicated circulation (primary) pumps and gas-fired, modulating Cyclonetic burners provide heating and domestic hot water to both the fire and police sections of the facility with a single secondary pump (no redundancy) dedicated to each service. A stand-alone (capillary operated) three-way valve controls temperature to the domestic hot water heat exchanger downstream from the DHW pump. A Trane digital controls package operates the other equipment in the system at present. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement ES provided sequences of operation. The intent is to affect a “brain-swap” of the Trane equipment, reusing wiring and end-devices where possible but replacing control panels, communications wiring, sensing elements, etc. as required.

VAV Air Handling Units – Two DX VAV Air Handling Units (similar to the other downtown municipal building units) serve the facility – one for the Police section and one for Fire. These systems are operated by the rudimentary Trane controls package at present. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement ES provided sequences of operation. The intent is to affect a “brain-swap” of the Trane equipment, reusing wiring and end-devices where possible but replacing control panels, communications wiring, sensing elements, etc. as required. The existing ABB supply air fan VFDs are to remain and shall be directly incorporated (via hard-wired interface) to the new BAS.

Fan Powered Terminal Boxes (75) – The aforementioned VAV air handling units serve a total of 75 parallel fan powered VAV boxes with hot water reheats (2-way control valves). Provide, install, program, validate and commission new application specific controllers, sensors, and other end devices (as outlined in the I-O summary) to implement ES provided sequences of operation. Existing pop-top hot water valve-actuator assemblies are to remain (valves determined to be non-functional at the time of commissioning shall be addressed within an equipment deficiency report).

Call Center Rooftop Unit – A packaged rooftop unit serves the call center independent of the VAV air handling systems and is operated by a conventional bimetallic thermostat at present. Provide, install, program, validate and commission a Viconics VT7600 communicating thermostat (or an equivalent product) to provide unit control with a means of interface to the BAS. No ancillary or monitoring points (supply air fan status, supply air temperature, etc.) are to be included under this scope item at this phase of development.

Enable/Disable System – Provide, install, program, validate and commission new controls to implement a three zone enable/disable (red-wire) system for 13 unit heaters in the facility. Relays shall be installed and wired to break power to the conventional thermostats operating the equipment during unoccupied hours with space temperature sensors installed so that the zone may be re-enabled to maintain a setback temperature as necessary.

Exhaust Air Fans – All non-process related fans (including restroom fans) that exhaust air from the building envelope shall be enabled and disabled according to the occupancy of their associated air handling units. Exhaust fans and/or transfer fans that do not move air outside of the building envelope and process fans are excluded from the scope of work. Provide, install, program, validate and

commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement enable / disable control of these exhaust fans. For purposes of this proposal, include 4 exhaust fans grouped into 2 control zones.

ECM 4 – Water Conservation Measures

Toilets which are 1.6 gpf capable and are currently equipped with 3.5 gpf valves will have the valves retrofit to 1.6 gpf. Existing urinals will remain in place. Existing 2.2 gpm bathroom sink faucets will be retrofit to 0.5 gpm. Existing 2.5 gpm showerheads will be replaced with new, 1.5 gpm showerheads; Existing 1.5 gpm showerheads will remain in place. Refer to the following table for fixture retrofit quantities.

| Water - Retrofit Fixture Quantities - Police-Fire Rescue | | | | |
|--|----------|---------|----------------|-------------|
| Existing | Toilets | | Bathroom Sinks | Showerheads |
| | 3.5 gpf | 3.5 gpf | 2.2 gpm | 2.5 gpm |
| Qty | - | 22 | 30 | 15 |
| Proposed | 1.28 gpf | 1.6 gpf | 0.5 gpm | 1.5 gpm |

ECM 8 – Solar Thermal Hot Water System

A solar thermal domestic hot water system was designed for the Police-Fire Rescue facility. This system will augment part of the energy required to create hot water for the building. The system will be comprised of (8) AE-32 collector panels manufactured by Alternate Energy Technologies, a 340 gallon solar preheating tank, and a 250 gallon hot water tank with gas boiler. The solar collectors will have a combined surface area of approximately 255 sq. ft. and an estimated installed collector power of up to 56.556 kBtu/hr. Refer to the Proposed Solar Thermal System Appendix for more system details and collector cut sheets.

Park Maintenance Center

ECM 1 – Lighting

A total of 56 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - Park Maintenance Center | | | |
|---|---|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| Park Maintenance Center | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed (2-lamp 8' T8 fixtures) | 3 | 0 |
| Park Maintenance Center | Workshops/sheds: Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 10 | 10 |
| Park Maintenance Center | Pump room/vacuum room: Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 3 | 3 |
| Park Maintenance Center | Workshop/ Sheds – strip fixtures: Existing 8' T12 Fluorescent – Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 11 | 11 |
| Park Maintenance Center | Recycle Shed/Ladder room – industrial strips: Existing 8' T12 Fluorescent – Replace with new industrial strips T8 | 4 | 4 |
| Park Maintenance Center | Existing incandescent - Relamp with CFL screw-in | 7 | 7 |
| Park Maintenance Center | Office/welding shop: Existing T8 Fluorescent wraps - Retrofit Relamp Reballast Linear Fluorescent T8 | 12 | 12 |
| Park Maintenance Center | Storage: Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 2 | 2 |
| Park Maintenance Center | Exterior yard lighting: Existing High Pressure Sodium HID floods – Retrofit relamp reballast Metal Halide | 7 | 7 |
| TOTALS: | | 59 | 56 |

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 4 – Water Conservation Measures

Existing high flow toilets will be replaced with 1.28 gpf fixtures and existing 1.6 gpf toilets will remain in place. Existing urinals will remain in place. Existing 2.2 gpm bathroom sink faucets will be retrofit to 0.5 gpm. Existing 2.5 gpm showerheads will be replaced with new, 1.5 gpm showerheads; Existing 1.5 gpm showerheads will remain in place. The following table contains water fixture retrofit quantities.

| Water - Retrofit Fixture Quantities - Park Maintenance Center | | | | |
|---|----------|---------|----------------|-------------|
| Existing | Toilets | | Bathroom Sinks | Showerheads |
| | 3.5 gpf | 3.5 gpf | 2.2 gpm | 2.5 gpm |
| Qty | 2 | - | 3 | 1 |
| Proposed | 1.28 gpf | 1.6 gpf | 0.5 gpm | 1.5 gpm |

5th Street Police Substation

ECM 1 – Lighting

A total of 21 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - 5th Street Police Substation | | | |
|--|---|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| 5th Street Police Substation | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed (T8 surface wraps, existing CFL drums, exterior lighting) | 22 | 0 |
| 5th Street Police Substation | Toilet rooms/Locker: Existing Incandescent - Retrofit Relamp Compact Fluorescent | 17 | 17 |
| 5th Street Police Substation | Storage shed: Existing 8' T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 4 | 4 |
| TOTALS: | | 43 | 21 |

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

Eppes Recreation Center / Thomas Foreman Park

ECM 1 – Lighting

A total of 115 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - Eppes Recreation Center / Thomas Foreman Park | | | |
|---|---|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| Eppes Recreation Center / Thomas Foreman Park | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed (CFL downlights, T5HO highbays) | 41 | 0 |
| Eppes Recreation Center / Thomas Foreman Park | Existing Incandescent - Retrofit Relamp Compact Fluorescent | 3 | 3 |
| Eppes Recreation Center / Thomas Foreman Park | Multiple space types, wrap fixtures: Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 65 | 65 |
| Eppes Recreation Center / Thomas Foreman Park | Office/Kitchen: Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 4 | 4 |
| Eppes Recreation Center / Thomas Foreman Park | Multipurpose room: Existing T12 Fluorescent HO industrials - Retrofit New Linear Fluorescent Fixture T8 (classroom wrap) | 12 | 12 |
| Eppes Recreation Center / Thomas Foreman Park | Toilet rooms/classroom surface mounted fixtures: Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 21 | 21 |
| Eppes Recreation Center / Thomas Foreman Park | Corridor/Toilet room troffers: Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 10 | 10 |
| TOTALS: | | 156 | 115 |

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. Additionally, installation of this ECM will allow for consistency in building comfort conditions settings and allow for some remote status and troubleshooting capabilities.

This project includes:

- The comprehensive installation of a new set of controls to automate the operation of the building HVAC systems.

Controls Upgrades:

Controls upgrades for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Remote temperature setback control for all applicable areas during unoccupied periods.
- Setting and balancing of ventilation damper operation
- Setting operation and setback of building exhaust systems.
- Programming and balancing for controlling and optimizing building pressurization, using existing systems and planned controls, during all modes of operation.

- Supervisory control of building temperature and operational status, on/off.
- Installation of Demand Control Ventilation programming on the gym and multi purpose room systems.

Controls Scope of Work

Gymnasium Roof Top Units – Two DX-cooling, gas-heating packaged roof-top units, outfitted with Trane controls serve the main gymnasium. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement ES provided sequences of operation. The intent is to affect a “brain-swap” of the Trane equipment, reusing wiring and end-devices where possible but replacing control panels, communications wiring, sensing elements, etc. as required. Demand Control Ventilation will be installed on these units.

Multi-Purpose Room Roof Top Unit – A single DX-cooling, gas-heating packaged roof-top unit, outfitted with Trane controls serve the main gymnasium. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement ES provided sequences of operation. The intent is to affect a “brain-swap” of the Trane equipment, reusing wiring and end-devices where possible but replacing control panels, communications wiring, sensing elements, etc. as required. Demand Ventilation will be installed on this unit.

Forced Air Furnaces – The classrooms and concession stand / lobby office are served by 3 single zone forced air gas-fired furnaces operated by a conventional bimetallic thermostats at present. The recreation room and weight room are served by a twinned forced air gas furnace for heating while the recreation room has a separate split system (DX) cooling only unit. These units are operated by independent thermostats today. Provide, install, program, validate and commission a Viconics VT7600 communicating thermostat (or an equivalent product) to provide control of each unit with a means of interface to the BAS. The recreation center / weight room units shall be operated off of a single thermostat. No ancillary or monitoring points (supply air fan status, supply air temperature, etc.) are to be included under this scope item at this phase of development.

Exhaust Air Fans – All non-process related fans (including restroom fans) that exhaust air from the building envelope shall be enabled and disabled according to the occupancy of their associated air handling units. Exhaust fans and/or transfer fans that do not move air outside of the building envelope and process fans are excluded from the scope of work. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement enable / disable control of these exhaust fans. For purposes of this proposal, include 5 exhaust fans grouped into 2 control zones.

PTAC and window air conditioners are excluded from this scope of work.

Guy Smith Stadium

ECM 4 – Water Conservation Measures

Existing 3.5 gpf high flow toilets will be replaced with 1.28 gpf fixtures. Toilets which are 1.6 gpf capable and are currently equipped with 3.5 gpf valves will have the valves retrofit to 1.6 gpf. Existing urinals will remain in place. Existing 2.2 gpm bathroom sink faucets will be retrofit to 0.5 gpm. Existing 2.5 gpm showerheads will be replaced with new, 1.5 gpm showerheads; existing 1.5 gpm showerheads will remain in place. The following table contains water fixture retrofit quantities.

| Water - Retrofit Fixture Quantities - Guy Smith Stadium | | | | |
|---|----------|---------|----------------|-------------|
| Existing | Toilets | | Bathroom Sinks | Showerheads |
| | 3.5 gpf | 3.5 gpf | 2.2 gpm | 2.5 gpm |
| Qty | 10 | 4 | 16 | 4 |
| Proposed | 1.28 gpf | 1.6 gpf | 0.5 gpm | 1.5 gpm |

Public Works Complex

ECM 1 –Lighting

A total of 315 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Lighting - Public Works Complex | | | |
|---------------------------------|---|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| Public Works - SHOPS | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed | 98 | 0 |
| Public Works - SHOPS | Existing High Intensity Discharge - Retrofit New Linear Fluorescent Fixture T5 High-Bay | 46 | 46 |
| Public Works - SHOPS | Existing High Intensity Discharge - Retrofit New Linear Fluorescent Fixture T5 High-Bay With Sensor | 6 | 6 |
| Public Works - SHOPS | Existing Incandescent - Retrofit Relamp Compact Fluorescent | 2 | 2 |
| Public Works - SHOPS | Existing T12 Fluorescent - Retrofit New Linear Fluorescent Fixture T8 | 30 | 30 |
| Public Works - SHOPS | Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 37 | 37 |
| Public Works - SHOPS | Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 49 | 49 |
| Public Works - SHOPS | Existing T12 Fluorescent U Tube - Retrofit Relamp Reballast Linear Fluorescent T8 With Reflector kit | 1 | 1 |
| PUBLIC WORKS - ADMIN BUILDING | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed | 19 | 0 |
| PUBLIC WORKS - ADMIN BUILDING | Existing High Intensity Discharge - Retrofit New Linear Fluorescent Fixture T8 | 20 | 20 |
| PUBLIC WORKS - ADMIN BUILDING | Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 8 | 8 |
| PUBLIC WORKS - ADMIN BUILDING | Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 8 | 8 |

| | | | |
|-------------------------------|--|------------|------------|
| PUBLIC WORKS - ADMIN BUILDING | Existing T12 Fluorescent U Tube - Retrofit Relamp Reballast Linear Fluorescent T8 With Reflector kit | 4 | 4 |
| PUBLIC WORKS - ADMIN BUILDING | Existing T8 Fluorescent - Retrofit Relamp Linear Fluorescent T8 | 38 | 38 |
| PUBLIC WORKS - ADMIN BUILDING | Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 66 | 66 |
| Totals: | | 432 | 315 |

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. Additionally, installation of this ECM will allow for consistency in building comfort conditions settings and allow for some remote status and troubleshooting capabilities.

This ECM is interactive with ECM 3 – HVAC Upgrades. The following scope is applicable for both existing and proposed equipment identified in ECM 3. If ECM 3 is chosen for the final project, coordinate control efforts with the installation of replacement units. The unit counts and types, control strategies will remain the same.

This ECM scope includes control measures for all buildings at the Public Works Complex. Control of all non-process air handling units will be provided by Viconics VT7600 communicating thermostats. Unit heaters and electrical baseboard heaters will be controlled by enable/disable (red-wire) systems. Additionally, non-process exhaust fans will be controlled for enable/disable in conjunction with the air handlers serving the same space.

This project includes:

- The installation of a new set of controls to automate the operation of the building HVAC systems.

Controls Upgrades:

Controls upgrades for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Remote temperature setback control for all applicable areas during unoccupied periods.
- Setting and balancing of ventilation damper operation
- Review and balance/reset of problem area zones in offices in the rear of the building and IT room. (qty 5- areas)
- Setting operation and setback of building exhaust systems.
- Programming and balancing for controlling and optimizing building pressurization, using existing systems and planned controls, during all modes of operation.
- Supervisory control of building temperature and operational status, on/off.
- Installation of Demand Control Ventilation programming in the assembly area.

Controls Scope of Work

A point of access from the local field controller network to the broader BAS shall be required for each building.

Air Handling Units – A combination of packaged pad mounted units, rooftop units, and split systems serve the various facilities. These are operated by conventional thermostats (primarily bi-metallic, digital non-programmable or programmable) at present. Provide, install, program, validate and commission Viconics VT7600 communicating thermostats (or an equivalent product) to provide unit control with a means of interface to the BAS. No ancillary or monitoring points (supply air fan status, supply air temperature, etc.) are to be included under this scope item at this phase of development. For purposes of this proposal, include 18 units of this type.

Enable/Disable System – Provide, install, program, validate and commission new controls to implement a 4 zone enable/disable (red-wire) system for the 10 unit heaters and the electrical baseboard heaters (typical of 2) in the facility. Relays shall be installed and wired to break power to the conventional thermostats operating the equipment during unoccupied hours with space temperature sensors installed so that the zone may be re-enabled to maintain a setback temperature as necessary.

Exhaust Air Fans – All non-process related fans (including restroom fans) that exhaust air from the building envelope shall be enabled and disabled according to the occupancy of their associated air handling units. Exhaust fans and/or transfer fans that do not move air outside of the building envelope and process fans are excluded from the scope of work. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement enable / disable control of these exhaust fans. For purposes of this proposal, include 7 exhaust fans grouped into 4 control zones.

PTAC units are excluded from scope of work.

ECM 3 – HVAC Upgrade

This ECM is interactive with ECM 2 – Control Upgrades. Use controls systems scope from ECM 2 for new equipment identified in this ECM. If ECM 3 is chosen for the final project, coordinate control efforts with the installation of replacement units. The unit counts and types, control strategies will remain the same.

Public Works Building A

There are ten Rooftop units, “gas packs” installed at Public Works Building A. The four units serving the assembly area are older units the end of their economic lifetimes and the customer has requested the replacement of the units for maintenance reasons.

Schneider Electric recommends the installation of new units for these areas. All units are to be replaced with dx rooftop units with gas heat. Improvements in efficiency include increased efficiency for cooling and heating energy. Improvements to these units will include economizer and demand control ventilation.

The following is a table which shows the conceptual design for the new units:

| Rooftop Units - Public Works Complex | | | | | | | | | |
|--------------------------------------|----------------------------------|-------------|--------------------|-----|---------------|-----------------|-----------------|--------------|------------|
| Mark | Area Served | System Type | Economizer/ Relief | DCV | Total Air CFM | Outdoor Air CFM | Total Supply SP | Nominal Tons | MBH Output |
| GPU-7 | Building A - Assembly Area | DX Gas Pack | Yes | Yes | 4,500 | 1,125 | 1.50 | 10.0 | 59 |
| GPU-8 | Building A - Assembly Area | DX Gas Pack | Yes | Yes | 3,000 | 750 | 1.50 | 7.5 | 59 |
| GPU-9 | Building A - Assembly Area | DX Gas Pack | Yes | Yes | 4,500 | 1,125 | 1.50 | 10.0 | 59 |
| GPU-10 | Building A-Assembly, RR, Offices | DX Gas Pack | Yes | Yes | 1,575 | 394 | 1.50 | 3.5 | 59 |

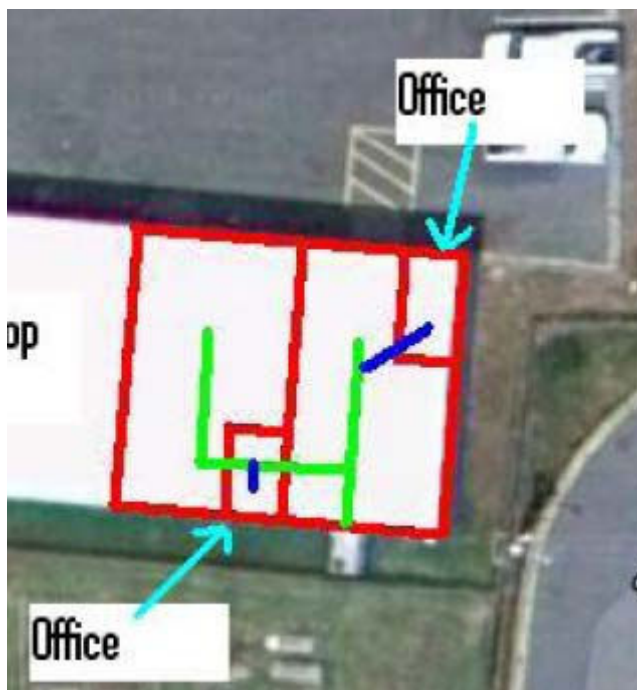
Controls Scope of Work

See ECM 2 – Controls Upgrade. Controls scope of work and intent is identical for the new units.

In addition, as part of ECM 3 – HVAC Upgrades, a complete air-side test and balance will be performed at Public Works, Building A.

Traffic Services

The Traffic Services building is served by a slab mounted packaged gas/electric unit. The unit sits on a concrete pad just outside of the building and has exposed duct that runs vertically up the exterior wall before turning into the space it serves. The unit serves two offices and two storage rooms as indicated in the sketch below.



The office on the south wall of the buildings is also served by a PTAC unit which is currently not working. It is our assumption that the PTAC unit was added to provide additional cooling for the server equipment in this office.

The duct is mounted fairly high in the space and the mounting height exceeds the throw of the diffusers. Because of the layout of the existing ductwork and air distribution system there are comfort issues.

There are future plans to add a mezzanine in the storage rooms of the Traffic Services building.

Schneider Electric recommends replacing the existing packaged gas/electric unit and installing a system to meet the future needs of this building once the mezzanine is added. The existing PTAC unit in the south office will be removed and a new 1 ton PTAC will be added to each of the offices. To eliminate duct losses the existing exterior duct will be removed and the wall will be patched to match existing. A new 2.5 ton split system heat pump will be installed for each of the storage room (typical of 2) and the ductwork will be modified to provide proper air distribution for the mezzanine and existing storage areas. New diffusers will be selected to provide the proper throw and air distribution. A full airside test and balance will be performed on each of the new systems.

South Greenville Recreation Center

ECM 1 – Lighting

A total of 98 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - South Greenville Rec Center Building | | | |
|--|--|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| South Greenville Rec Center Building | Existing Exit Sign - Retrofit New LED Fixture | 8 | 8 |
| South Greenville Rec Center Building | Gymnasium: Existing High Intensity Discharge - Retrofit New Linear Fluorescent Fixture T5 High-Bay With Sensor | 24 | 24 |
| South Greenville Rec Center Building | Multiple space types (surface fixtures)/ Weight room (8' strips): Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 36 | 36 |
| South Greenville Rec Center Building | Corridor/Office/Toilet rooms (troffers): Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 20 | 20 |
| South Greenville Rec Center Building | Toilet rooms/Kitchen: Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 4 | 4 |
| South Greenville Rec Center Building | Exterior soffit: Existing HID surface canopy – Replace with new vandal resistant CFL fixture | 6 | 6 |
| TOTALS: | | 98 | 98 |

In addition, 8 lighting occupancy sensors, which are not an integral part of the lighting fixture, are proposed as part of the lighting system upgrade.

| Lighting Sensors - South Greenville Rec Center Building | | | | | |
|---|-------------|---------------|-------------------|--------------------|-------------|
| Reference Number | Room Number | Floor Number | Number of Sensors | Sensor Reduction % | Sensor Type |
| 598 | N/A | DAY ROOM | 2 | 20% | OCC IR-C |
| 599 | N/A | OFFICE | 1 | 30% | OCC WSIR |
| 600 | N/A | CLASSROOM | 1 | 20% | OCC IR-W |
| 605 | N/A | OFFICE | 1 | 30% | OCC WSIR |
| 606 | N/A | WEIGHT ROOM | 1 | 20% | OCC IR-W |
| 607 | N/A | MENS TOILET | 1 | 35% | OCC DT-C |
| 612 | N/A | WOMENS TOILET | 1 | 35% | OCC DT-C |
| 8 Total Sensors | | | | | |

Refer to General ECM Descriptions for details about each sensor code.

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. Additionally, installation of this ECM will allow for consistency in building comfort

conditions settings and allow for some remote status and troubleshooting capabilities.

This project includes:

- The installation of a new set of communicating programmable thermostats and communications capabilities.

Controls Upgrades:

Controls upgrades for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Remote temperature setback control for all applicable areas during unoccupied periods.
- Supervisory control of building temperature and operational status, on/off.

Controls Scope of Work

Air Handling Units – A single split system (DX-cooling, gas-heating) serves the front offices and recreation center. The BAS contractor is to provide, install, program, validate and commission Viconics VT7600 communicating thermostats (or an equivalent product) to provide unit control with a means of interface to the BAS. No ancillary or monitoring points (supply air fan status, supply air temperature, etc.) are to be included under this scope item at this phase of development.

Enable/Disable System – Provide, install, program, validate and commission new controls to implement a 2 zone enable/disable (red-wire) system for the gym 2 unit heaters and the electrical baseboard heaters (typical of 2) in the facility. Relays shall be installed and wired to break power to the conventional thermostats operating the equipment during unoccupied hours with space temperature sensors installed so that the zone may be re-enabled to maintain a setback temperature as necessary.

Exhaust Air Fans – All non-process related fans (including restroom fans) that exhaust air from the building envelope shall be enabled and disabled according to the occupancy of their associated air handling units. Exhaust fans and/or transfer fans that do not move air outside of the building envelope and process fans are excluded from the scope of work. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement enable / disable control of these exhaust fans. For purposes of this proposal, include 4 exhaust fans grouped into 2 control zones.

Gym Office PTAC and Weight Room PTAC units are excluded from scope of work.

ECM 4 – Water Conservation Measures

Existing 3.5 gpf high flow toilets will be replaced with 1.28 gpf fixtures and existing 1.6 gpf toilets will remain in place. Toilets which are 1.6 gpf capable and are currently equipped with 3.5 gpf valves will have the valves retrofit to 1.6 gpf. Existing urinals will remain in place. Existing 2.2 gpm bathroom sink faucets will be retrofit to 0.5 gpm. The following table contains the quantities of water fixtures to be retrofitted or replaced as part of this ECM.

| Water - Retrofit Fixture Quantities - S Greenville Rec Center | | | | |
|---|----------|---------|----------------|-------------|
| | Toilets | | Bathroom Sinks | Showerheads |
| Existing | 3.5 gpf | 3.5 gpf | 2.2 gpm | 2.5 gpm |
| Qty | 3 | 2 | 5 | - |
| Proposed | 1.28 gpf | 1.6 gpf | 0.5 gpm | 1.5 gpm |

Evans Park Building

ECM 1 – Lighting

A total of 40 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - Evans Park Building | | | |
|---|--|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| Evans Park Building | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed (exterior CFL, exterior landscape, CFL pendants) | 58 | 0 |
| Evans Park Building | Toilet rooms/Lobby (cove): Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 15 | 15 |
| Evans Park Building | Storage/Toilet rooms (surface wraps): Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 7 | 7 |
| Evans Park Building | Toilet room troffers: Existing T8 Fluorescent U Tube - Retrofit Relamp Reballast Linear Fluorescent T8 With Reflector kit | 18 | 18 |
| TOTALS: | | 98 | 40 |

In addition, 5 lighting occupancy sensors, which are not an integral part of the lighting fixture, are proposed as part of the lighting system upgrade.

| Lighting Sensors - Evans Park Building | | | | | |
|--|-------------|---------------|-------------------|--------------------|-------------|
| Reference Number | Room Number | Floor Number | Number of Sensors | Sensor Reduction % | Sensor Type |
| 618 | N/A | LOBBY | 1 | 60% | OCC IR-W |
| 620 | N/A | MENS TOILET | 1 | 50% | OCC DT-C |
| 623 | N/A | WOMENS TOILET | 1 | 50% | OCC DT-C |
| 629 | N/A | STORAGE | 1 | 40% | OCC WSIR |
| 633 | N/A | STORAGE | 1 | 40% | OCC WSIR |
| 5 Total Sensors | | | | | |

Refer to General ECM Descriptions for details about each sensor code.

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 4 – Water Conservation Measures

Existing 2.2 gpm bathroom sink faucets will be retrofit to 0.5 gpm. Existing 2.5 gpm showerheads will be replaced with new, 1.5 gpm showerheads; Existing 1.5 gpm showerheads will remain in place. The table below shows the quantities of water fixtures to be retrofitted.

| Water - Retrofit Fixture Quantities - Evans Park | | | | |
|---|-----------------|----------------|-----------------------|--------------------|
| Existing | Toilets | | Bathroom Sinks | Showerheads |
| | 3.5 gpf | 3.5 gpf | 2.2 gpm | 2.5 gpm |
| Qty | - | - | 8 | 2 |
| Proposed | 1.28 gpf | 1.6 gpf | 0.5 gpm | 1.5 gpm |

Elm Street Recreation Center

ECM 1 – Lighting

A total of 41 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - Elm Street Recreation Center | | | |
|--|--|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| Elm Street Recreation Center | Existing Exit Sign - Retrofit New LED Fixture | 3 | 3 |
| Elm Street Recreation Center | All areas (troffers): Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 26 | 26 |
| Elm Street Recreation Center | Corridor (troffer): Existing T12 Fluorescent U Tube - Retrofit Relamp Reballast Linear Fluorescent T8 With Reflector kit | 2 | 2 |
| Elm Street Recreation Center | Toilet rooms/Snack bar/Storage (wraps): Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 10 | 10 |
| TOTALS: | | 41 | 41 |

In addition, 4 lighting occupancy sensors, which are not an integral part of the lighting fixture, are proposed as part of the lighting system upgrade.

| Lighting Sensors - Elm Street Recreation Center | | | | | |
|---|-------------|---------------|-------------------|--------------------|-------------|
| Reference Number | Room Number | Floor Number | Number of Sensors | Sensor Reduction % | Sensor Type |
| 634 | N/A | OPEN ROOM | 2 | 10% | OCC IR-W |
| 636 | N/A | MENS TOILET | 1 | 50% | OCC DT-C |
| 638 | N/A | WOMENS TOILET | 1 | 50% | OCC DT-C |
| 4 Total Sensors | | | | | |

Refer to General ECM Descriptions for details about each sensor code.

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. Additionally, installation of this ECM will allow for consistency in building comfort conditions settings and allow for some remote status and troubleshooting capabilities.

This project includes:

- The installation of a new set of communicating programmable thermostats and communications capabilities.

Controls Upgrades:

Controls upgrades for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Remote temperature setback control for all applicable areas during unoccupied periods.
- Supervisory control of building temperature and operational status, on/off.

Controls Scope of Work

Air Handling Unit – A DX-cooling split system unit with twinned furnaces serves the offices and community area of the Elm Street Center. Provide, install, program, validate and commission Viconics VT7600 communicating thermostats (or an equivalent product) to provide unit control with a means of interface to the BAS. No ancillary or monitoring points (supply air fan status, supply air temperature, etc.) are to be included under this scope item at this phase of development.

Exhaust Air Fans – All non-process related fans (including restroom fans) that exhaust air from the building envelope shall be enabled and disabled according to the occupancy of their associated air handling units. Exhaust fans and/or transfer fans that do not move air outside of the building envelope and process fans are excluded from the scope of work. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement enable / disable control of these exhaust fans. For purposes of this proposal, include 2 exhaust fans grouped into 1 control zones.

ECM 4 – Water Conservation Measures

Existing 2.2 gpm bathroom sink faucets will be retrofit to 0.5 gpm. The table below contains the quantities of water fixtures to be retrofitted.

| Water - Retrofit Fixture Quantities - Elm Street Rec Center | | | | |
|--|-----------------|----------------|-----------------------|--------------------|
| | Toilets | | Bathroom Sinks | Showerheads |
| Existing | 3.5 gpf | 3.5 gpf | 2.2 gpm | 2.5 gpm |
| Qty | - | - | 3 | - |
| Proposed | 1.28 gpf | 1.6 gpf | 0.5 gpm | 1.5 gpm |

Jaycee Park Building

ECM 1 – Lighting

A total of 156 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - Jaycee Park Building | | | |
|--|--|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| Jaycee Park Building | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed (CFL downlights) | 2 | 0 |
| Jaycee Park Building | Existing Exit Sign - Retrofit New LED Fixture | 12 | 12 |
| Jaycee Park Building | Stage downlights: Existing Incandescent - Retrofit Relamp Compact Fluorescent Dimmable | 8 | 8 |
| Jaycee Park Building | Showcase (3' strips) Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 6 | 6 |
| Jaycee Park Building | Multiple space types (4-lamp Iyin troffers) Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 79 | 79 |
| Jaycee Park Building | Classrooms (8' T12 industrials) Existing T12 Fluorescent HO - Retrofit New Linear Fluorescent Fixture T8 | 19 | 19 |
| Jaycee Park Building | Storage/offices/classroom (3-lamp troffer): Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 12 | 12 |
| Jaycee Park Building | Lobby/Toilet rooms (3-lamp troffers): Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 15 | 15 |
| Jaycee Park Building | Toilet rooms/corridors (troffers): Existing T8 Fluorescent U Tube - Retrofit Relamp Reballast Linear Fluorescent T8 With Reflector kit | 5 | 5 |
| TOTALS: | | 158 | 156 |

In addition, 13 lighting occupancy sensors, which are not an integral part of the lighting fixture, are proposed as part of the lighting system upgrade.

| Lighting Sensors - Jaycee Park Building | | | | | |
|---|-------------|--------------|-------------------|--------------------|-------------|
| Reference Number | Room Number | Floor Number | Number of Sensors | Sensor Reduction % | Sensor Type |
| 650 | 201 | OFFICE | 1 | 20% | OCC WSIR |
| 651 | 202 | OFFICE | 1 | 20% | OCC WSIR |
| 658 | N/A | GIRLS TOILET | 1 | 50% | OCC DT-C |
| 659 | N/A | MENS TOILET | 1 | 50% | OCC DT-C |
| 663 | 120C | OFFICE | 1 | 10% | OCC IR-W |
| 664 | N/A | OFFICE | 1 | 20% | OCC WSIR |
| 665 | N/A | OFFICE | 1 | 20% | OCC WSIR |
| 666 | N/A | OFFICE | 1 | 20% | OCC WSIR |
| 667 | N/A | OFFICE | 1 | 20% | OCC WSIR |
| 668 | N/A | OFFICE | 1 | 20% | OCC WSIR |
| 681 | N/A | OFFICE | 1 | 20% | OCC WSIR |
| 682 | N/A | WAR ROOM | 1 | 20% | OCC IR-W |
| 12 Total Sensors | | | | | |

Refer to General ECM Descriptions for details about each sensor code.

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. Additionally, installation of this ECM will allow for consistency in building comfort conditions settings and allow for some remote status and troubleshooting capabilities.

This ECM is interactive with ECM 3 – HVAC Upgrades. The following scope is applicable for both existing and proposed equipment identified in ECM 3. If ECM 3 is chosen for the final project, coordinate control efforts with the installation of replacement units. The unit counts and types, control strategies will remain the same.

This project includes:

- The installation of a new set of controls to automate the operation of the building HVAC systems.

Controls Upgrades:

Controls upgrades for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Remote temperature setback control for all applicable areas during unoccupied periods.
- Setting and balancing of ventilation damper operation
- Setting operation and setback of building exhaust systems.
- Programming and balancing for controlling and optimizing building pressurization, using existing systems and planned controls, during all modes of operation.
- Supervisory control of building temperature and operational status, on/off.
- Installation of Demand Control Ventilation programming in the multi-purpose room.

Controls Scope of Work

Air Handling Units –Existing Trane controls for current roof-tops shall be demolished under this scope of work. Provide, install, program, validate and commission Viconics VT7600 communicating thermostats (or an equivalent product) to provide unit control with a means of interface to the BAS. No ancillary or monitoring points (supply air fan status, supply air temperature, etc.) are to be included under this scope item at this phase of development.

Exhaust Air Fans – All non-process related fans (including restroom fans) that exhaust air from the building envelope shall be enabled and disabled according to the occupancy of their associated air handling units. Exhaust fans and/or transfer fans that do not move air outside of the building envelope and process fans are excluded from the scope of work. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement enable / disable control of these exhaust fans. For purposes of this proposal, include 2 exhaust fans grouped into 1 control zones.

ECM 10 – Airside Test and Balance

A complete airside test and balance will be performed on the air distribution system for Jaycee Park. Available construction documents will be used to balance airflows to each space and to the units. Supply airflow and return airflows will be balanced to each space. Supply, return, and outside airflows to the units will be balanced per the existing construction documents.

Sports Connection

ECM 1 – Lighting

A total of 76 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - Sports Connection | | | |
|---------------------------------------|---|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| Sports Connection | Gym/batting cages: Existing High Intensity Discharge - Retrofit New Linear Fluorescent Fixture T5 High-Bay With Sensor (increased light levels) | 21 | 21 |
| Sports Connection | Storage: Existing Incandescent - Retrofit Relamp Compact Fluorescent | 1 | 1 |
| Sports Connection | Mechanical room/Stairs: Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 3 | 3 |
| Sports Connection | Multiple space types (4-lam proffers): Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 36 | 36 |
| Sports Connection | Janitor's closet/mechanical: Existing T12 Fluorescent U Tube - Retrofit Relamp Reballast Linear Fluorescent T8 With Reflector kit | 2 | 2 |
| Sports Connection | Upstairs meeting room (low usage): Existing T8 Fluorescent - Retrofit Relamp Linear Fluorescent T8 | 13 | 13 |
| TOTALS: | | 76 | 76 |

In addition, 3 lighting occupancy sensors, which are not an integral part of the lighting fixture, are proposed as part of the lighting system upgrade.

| Lighting Sensors - Sports Connection | | | | | |
|--------------------------------------|-------------|---------------|-------------------|--------------------|-------------|
| Reference Number | Room Number | Floor Number | Number of Sensors | Sensor Reduction % | Sensor Type |
| 692 | N/A | STORAGE | 1 | 50% | OCC IR-W |
| 700.1 | N/A | MEN'S | 1 | 40% | OCC DT-C |
| 700.11 | N/A | WOMENS TOILET | 1 | 40% | OCC DT-C |
| 3 Total Sensors | | | | | |

Refer to General ECM Descriptions for details about each sensor code.

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. Additionally, installation of this ECM will allow for consistency in building comfort conditions settings and allow for some remote status and troubleshooting capabilities.

This project includes:

- The installation of a new set of communicating programmable thermostats and communications capabilities.

Controls Upgrades:

Controls upgrades for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Remote temperature setback control for all applicable areas during unoccupied periods.
- Setting and balancing of ventilation damper operation
- Setting operation and setback of building exhaust systems.
- Programming and balancing for controlling and optimizing building pressurization, using existing systems and planned controls, during all modes of operation.
- Disable Gym/Batting Cages Exhaust fans during heating.
- Supervisory control of building temperature and operational status, on/off.

Controls Scope of Work

Air Handling Units – Three split system (DX-cooling, gas-fired heat) units serve the front offices, indoor restrooms and community / meeting areas of Sport Connection. Provide, install, program, validate and commission Viconics VT7600 communicating thermostats (or an equivalent product) to provide unit control with a means of interface to the BAS. No ancillary or monitoring points (supply air fan status, supply air temperature, etc.) are to be included under this scope item at this phase of development.

Enable/Disable System – Provide, install, program, validate and commission new controls to implement a 2 zone enable/disable (red-wire) system for the 4 unit heaters serving the batting area and gymnasium in the facility. Relays shall be installed and wired to break power to the conventional thermostats operating the equipment during unoccupied hours with space temperature sensors installed so that the zone may be re-enabled to maintain a setback temperature as necessary.

Exhaust Air Fans – All non-process related fans (including restroom fans) that exhaust air from the building envelope shall be enabled and disabled according to the occupancy of their associated air handling units. Exhaust fans and/or transfer fans that do not move air outside of the building envelope and process fans are excluded from the scope of work. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement enable / disable control of these exhaust fans. For purposes of this proposal, include 3 exhaust fans grouped into 3 control zones.

ECM 4 – Water Conservation Measures

Existing 2.2 gpm bathroom sink faucets will be retrofit to 0.5 gpm. The following table contains the quantities of water fixtures to be retrofitted as part of this ECM.

| Water - Retrofit Fixture Quantities - Sports Connection | | | | |
|---|----------|---------|----------------|-------------|
| | Toilets | | Bathroom Sinks | Showerheads |
| Existing | 3.5 gpf | 3.5 gpf | 2.2 gpm | 2.5 gpm |
| Qty | - | - | 4 | - |
| Proposed | 1.28 gpf | 1.6 gpf | 0.5 gpm | 1.5 gpm |

Gardner Training Center

ECM 1 – Lighting

A total of 46 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - Gardner Training Center | | | |
|---|--|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| Gardner Training Center | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed (exterior HID) | 2 | 0 |
| Gardner Training Center | Toilet rooms/corridor/exterior (non-dimmed): Existing Incandescent Retrofit Relamp Compact Fluorescent | 11 | 11 |
| Gardner Training Center | Meeting room (dimmed): Existing Incandescent - Retrofit Relamp Compact Fluorescent Dimmable | 10 | 10 |
| Gardner Training Center | Meeting room/offices (4-lamp troffers): Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 25 | 25 |
| TOTALS: | | 48 | 46 |

In addition, 4 lighting occupancy sensors, which are not an integral part of the lighting fixture, are proposed as part of the lighting system upgrade.

| Lighting Sensors - Gardner Training Center | | | | | |
|--|-------------|--------------|--------------------|-----|-------------|
| Reference Number | Room Number | Floor Number | Sensor Reduction % | | Sensor Type |
| 701 | N/A | OPEN ROOM | 2 | 30% | OCC IR-W |
| 704 | N/A | OFFICE | 1 | 20% | OCC WSIR |
| 705 | N/A | OFFICE | 1 | 20% | OCC WSIR |
| 4 Total Sensors | | | | | |

Refer to General ECM Descriptions for details about each sensor code.

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

H. Boyd Lee Park Buildings

ECM 1 – Lighting

A total of 89 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - H. Boyd Lee Park Buildings | | | |
|--|--|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| H. Boyd Lee Park Buildings | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed (CFL downlights and surface fixtures, Gym fluorescent highbays, Unused halogen uplights, exterior landscape HID uplights in lobby) | 102 | 0 |
| H. Boyd Lee Park Buildings | Artium (pendant cylinders): Existing Incandescent - Retrofit Relamp Compact Fluorescent | 4 | 4 |
| H. Boyd Lee Park Buildings | Private offices/storage (low use): Existing T8 Fluorescent - Retrofit Relamp Linear Fluorescent T8 | 30 | 30 |
| H. Boyd Lee Park Buildings | Toilet rooms/public lobbies and corridors: Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 55 | 55 |
| TOTALS: | | 191 | 89 |

In addition, 46 lighting occupancy sensors, which are not an integral part of the lighting fixture, are proposed as part of the lighting system upgrade. A daylight harvesting photocell is also proposed for the control of the lights in the all glass tower at H. Boyd Lee Park.

| Lighting Sensors - H. Boyd Lee Park Buildings | | | | | |
|---|-------------|----------------------|-------------------|--------------------|-------------|
| Reference Number | Room Number | Floor Number | Number of Sensors | Sensor Reduction % | Sensor Type |
| 718 | N/A | GYM | 32 | 10% | OCC IR-HC-F |
| 727 | N/A | BOYS TOILET | 1 | 20% | OCC DT-C |
| 730 | N/A | GIRLS TOILET | 1 | 20% | OCC DT-C |
| 732 | N/A | CORRIDOR | 1 | 30% | OCC HAL-W |
| 733 | N/A | OFFICE | 1 | 10% | OCC WSIR |
| 734 | N/A | MECH | 1 | 10% | OCC WSIR |
| 735 | N/A | OFFICE | 1 | 10% | OCC WSIR |
| 738 | N/A | OFFICE | 1 | 10% | OCC WSIR |
| 739 | N/A | OFFICE | 1 | 10% | OCC WSIR |
| 740 | N/A | OFFICE | 1 | 10% | OCC WSIR |
| 744 | N/A | BAY WINDOW AREA | 1 | 40% | PC-C |
| 745 | N/A | OUTSIDE TOILET GIRLS | 1 | 20% | OCC DT-C |
| 746 | N/A | OUTSIDE TOILET BOYS | 1 | 20% | OCC DT-C |
| 44 Total Sensors | | | | | |

Refer to General ECM Descriptions for details about each sensor code.

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and

to save energy. Additionally, installation of this ECM will allow for consistency in building comfort conditions settings and allow for some remote status and troubleshooting capabilities.

This project includes:

- The comprehensive installation of a new set of controls to automate the operation of the building HVAC systems.

Controls Upgrades:

Controls upgrades for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Remote temperature setback control for all applicable areas during unoccupied periods.
- Setting and balancing of ventilation damper operation
- Setting operation and setback of building exhaust systems.
- Programming and balancing for controlling and optimizing building pressurization, using existing systems and planned controls, during all modes of operation.
- Supervisory control of building temperature and operational status, on/off.
- Ensure operation of Demand Control Ventilation programming on the gym systems.

Controls Scope of Work

VVT Air Handling System – A packaged VVT roof-top unit serves, outfitted with Trane controls serves the office and most communal areas of the main facility through 9 VVT zones. The BAS contractor shall provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement ES provided sequences of operation. The intent is to affect a “brain-swap” of the Trane equipment, reusing wiring and end-devices where possible but replacing control panels, communications wiring, sensing elements, etc. as required.

Gymnasium Air Handling Unit – A gas-fired heating and ventilation unit, outfitted with Trane controls serves gymnasium at present. The BAS contractor shall provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement ES provided sequences of operation. The intent is to affect a “brain-swap” of the Trane equipment, reusing wiring and end-devices (including the existing space Carbon Dioxide sensor) where possible but replacing control panels, communications wiring, sensing elements, etc. as required.

Atrium Air Handling Unit – A packaged roof-top unit (DX-cooling, gas-fired heating) serves the atrium and is operated by a digital programmable Trane thermostat. The BAS contractor is to provide, install, program, validate and commission Viconics VT7600 communicating thermostats (or an equivalent product) to provide unit control with a means of interface to the BAS. No ancillary or monitoring points (supply air fan status, supply air temperature, etc.) are to be included under this scope item at this phase of development.

Exhaust Air Fans – All non-process related fans (including restroom fans) that exhaust air from the building envelope shall be enabled and disabled according to the occupancy of their associated air handling units. Exhaust fans and/or transfer fans that do not move air outside of the building envelope and process fans are excluded from the scope of work. The BAS contractor is to provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement enable / disable control of these exhaust fans. For purposes of this proposal, include 6 exhaust fans grouped into 3 control zones.

River Park North Building

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. Additionally, installation of this ECM will allow for consistency in building comfort conditions settings and allow for some remote status and troubleshooting capabilities.

This project includes:

- The installation of a new set of communicating programmable thermostats and communications capabilities.

Controls Upgrades:

Controls upgrades for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Remote temperature setback control for all applicable areas during unoccupied periods.
- Supervisory control of building temperature and operational status, on/off.

Controls Scope of Work

Air Handling Units – 5 split system (DX-cooling, electric heating heat pumps) units serve the front offices, auditorium, exhibit spaces and back workroom. The BAS contractor is to provide, install, program, validate and commission Viconics VT7600 communicating thermostats (or an equivalent product) to provide unit control with a means of interface to the BAS. No ancillary or monitoring points (supply air fan status, supply air temperature, etc.) are to be included under this scope item at this phase of development.

Infrared Heating in Men's and Woman's restrooms located outside the main building are to have scheduling and set back implemented.

Greenfield Terrace Building

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. Additionally, installation of this ECM will allow for consistency in building comfort conditions settings and allow for some remote status and troubleshooting capabilities.

This project includes:

- The installation of a new set of communicating programmable thermostats and communications capabilities.

Controls Upgrades:

Controls upgrades for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Remote temperature setback control for all applicable areas during unoccupied periods.
- Supervisory control of building temperature and operational status, on/off.

Controls Scope of Work

Air Handling Units – Two packaged units (DX-cooling, gas-fired heating) serve the park facility. Provide, install, program, validate and commission Viconics VT7600 communicating thermostats (or an equivalent product) to provide unit control with a means of interface to the BAS. No ancillary or monitoring points (supply air fan status, supply air temperature, etc.) are to be included under this scope item at this phase of development.

Greenville Aquatics and Fitness Center

ECM 1 – Lighting

A total of 224 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - Greenville Aquatics and Fitness Center | | | |
|--|--|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| Greenville Aquatics and Fitness Center | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed (8' T8 enclosed and gasketed, Gym T5HO highbays) | 42 | 42 |
| Greenville Aquatics and Fitness Center | Fitness area/Pool: Existing High Intensity Discharge - Retrofit New Linear Fluorescent Fixture T5 High-Bay | 22 | 24 |
| Greenville Aquatics and Fitness Center | Showers/Toilet rooms/Corridor: Existing Incandescent - Retrofit Relamp Compact Fluorescent | 18 | 18 |
| Greenville Aquatics and Fitness Center | Storage/Stage/Locker rooms(1 and 2 lamp fixtures): Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 39 | 39 |
| Greenville Aquatics and Fitness Center | Multiple space types (4-lamp troffers): Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 32 | 32 |
| Greenville Aquatics and Fitness Center | Corridors/Open area(troffers): Existing T12 Fluorescent U Tube - Retrofit Relamp Reballast Linear Fluorescent T8 With Reflector kit | 25 | 25 |
| Greenville Aquatics and Fitness Center | Multiple space types (2 and 4 lamp fixtures): Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 39 | 39 |
| Greenville Aquatics and Fitness Center | Pump room: Existing T8 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 5 | 5 |
| TOTALS: | | 222 | 224 |

In addition, 9 lighting occupancy sensors, which are not an integral part of the lighting fixture, are proposed as part of the lighting system upgrade.

| Lighting Sensors - Greenville Aquatics and Fitness Center | | | | | |
|---|-------------|--------------|-------------------|--------------------|-------------|
| Reference Number | Room Number | Floor Number | Number of Sensors | Sensor Reduction % | Sensor Type |
| 790 | N/A | OFFICE | 1 | 20 | OCC WSIR |
| 791 | N/A | OFFICE | 1 | 20 | OCC WSIR |
| 792 | N/A | OFFICE | 1 | 20 | OCC WSIR |
| 793 | N/A | OFFICE | 1 | 20 | OCC WSIR |
| 798 | N/A | FITNESS ROOM | 2 | 15% | OCC IR-W |
| 808 | N/A | OFFICE | 1 | 20% | OCC IR-W |
| 809 | N/A | WEIGHT ROOM | 1 | 15% | OCC IR-W |
| 828 | N/A | PUMP ROOM | 1 | 50% | TIMER-WS |
| 9 Total Sensors | | | | | |

Refer to General ECM Descriptions for details about each sensor code.

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

ECM 2 – Controls Upgrade

The purpose of this ECM is to improve the environmental and comfort issues in the existing building and to save energy. The existing systems and issues with the systems are described above in detail in the facility HVAC description.

This project scope is interactive with ECM 3 – HVAC Upgrade. If ECM 3 is chosen in the final project, controls for the existing third floor units will be deleted, and the controls scope listed as part of ECM 3 will be installed.

This project includes:

- The upgrading of the existing controls system, re-commissioning of the building controls, rebalancing of systems and building pressurization - as required, and additional points and programming.

Controls Upgrades:

Controls upgrades, re-commissioning, and balancing efforts for this Building will allow for proper operation of the following:

- Standard Temperature Settings: 70/74, (Heating/Cooling) Degrees F
- Standardized Set Back Temperatures: 64/80, (Heating/Cooling) Degrees F
- Fan scheduling for all HVAC systems
- Optimum Start Stop for all HVAC systems
- Temperature Setback control for all HVAC systems during unoccupied periods.
- Control of system ventilation optimization including scheduling and programmed building pressurization from ventilation-exhaust sequences.
- Control/scheduling of all exhaust fans in the building
- Full Economizer for the Gym Unit
- Demand Control Ventilation for the Gym

Controls Scope of Work

Gymnasium Air Handling Unit – A built-up air handling unit with hydronic heating, DX cooling, and full economizer with motorized relief dampers, outfitted with Delta controls serves the gymnasium at present. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement ES provided sequences of operation, including the implementation of Demand Controlled Ventilation (new Carbon Dioxide sensor required). The intent is to affect a “brain-swap” of the Delta equipment, reusing wiring and end-devices where possible but replacing control panels, communications wiring, sensing elements, etc. as required.

Natorium Air Handling Unit – A new air handling unit is to be installed under the mechanical scope of work. This system is likely to include air-to-air heat recovery (flat plate) with economizer, a heat pump to simultaneously dehumidify the supply air stream and temper the pool water, and hot water heating. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement ES provided sequences of operation.

Air Handling Units – Four packaged roof-top units, operated by conventional bimetallic thermostats, serve the auxiliary rooms of the facility. Provide, install, program, validate and commission Viconics VT7600 communicating thermostats (or an equivalent product) to provide unit control with a means of interface to the BAS. No ancillary or monitoring points (supply air fan status, supply air temperature, etc.) are to be included under this scope item at this phase of development.

Exhaust Air Fans – All non-process related fans (including restroom fans) that exhaust air from the building envelope shall be enabled and disabled according to the occupancy of their associated air handling units. Exhaust fans and/or transfer fans that do not move air outside of the building envelope

and process fans are excluded from the scope of work. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement enable / disable control of these exhaust fans. For purposes of this proposal, include 6 exhaust fans grouped into 3 control zones.

ECM 3 – HVAC Upgrade

The dehumidification system serving the pool is an older unit and is beyond its economic lifetime. Replacing the unit will provide a better environment for the pool area and occupants. Additionally, the measure will save heating energy for heating the pool.

The installation of this project includes a replacement of the existing dehumidification unit with two new Desert Aire ND-18 dehumidifiers, installation of heat recovery for heating the pool, and the installation of a pool cover.

The features of the units shall include:

- Integral compressor heat – reheat
- 100% outside Air economizer and relief/exhaust fan
- Remove the duct-mounted reheat coil and provide reheat coils in the new units
- Hot Water Heating for the Pool.
 - Provide Compressor Waste Heat Recovery for heating the pool water.
- Install Pool Cover for use during unoccupied Hours.
- Controls communication to the BAS

The following is the conceptual design for the replacement unit:

| Replacement Dehumidification Unit - Greenville Aquatics and Fitness Center | | | | | | | | | |
|--|-------------|-----------------|--------------------|-------------------|---------------|------------|----------------|--------------|---------------------------|
| Mark | Area Served | System Type | Economizer/ Relief | Manuf. and Model | Supply Fan HP | Supply CFM | Minimum OA CFM | Nominal Tons | Moisture Removal (lbs/hr) |
| Pool-1 | Pool Area | Constant Volume | Yes | Desert Aire ND-18 | 7.5 | 8,200 | 1,900 | 18 | 108 |
| Pool-2 | Pool Area | Constant Volume | Yes | Desert Aire ND-18 | 7.5 | 8,200 | 1,900 | 18 | 108 |

Controls Scope of Work

Natatorium Air Handling Unit – Two new air handling units are to be installed under the mechanical scope of work. Provide, install, program, validate and commission new controllers, sensors, and other end devices (as outlined in the I-O summary) to implement ES provided sequences of operation.

In addition, as part of ECM 3 – HVAC Upgrades, an air-side test and balance will be performed on the new dehumidification system serving the pool area.

As part of this ECM Schneider Electric also proposes to replace the existing pool pump motor with a premium efficiency motor.

ECM 4 – Water Conservation Measures

Existing 3.5 gpf high flow toilets will be replaced with 1.28 gpf fixtures and existing 1.6 gpf toilets will remain in place. Toilets which are 1.6 gpf capable and are currently equipped with 3.5 gpf valves will have the valves retrofit to 1.6 gpf. Existing urinals will remain in place. Existing 2.2 gpm bathroom sink faucets will be retrofit to 0.5 gpm. Existing 1.5 gpm showerheads will remain in place. The table below contains the quantities of water fixtures to be retrofitted or replaced as part of this ECM.

| Water - Retrofit Fixture Quantities - Greenville Aquatics and Fitness | | | | |
|---|----------|---------|----------------|-------------|
| Existing | Toilets | | Bathroom Sinks | Showerheads |
| | 3.5 gpf | 3.5 gpf | 2.2 gpm | 2.5 gpm |
| Qty | 5 | 3 | 9 | - |
| Proposed | 1.28 gpf | 1.6 gpf | 0.5 gpm | 1.5 gpm |

ECM 6 – Chlorine Generator

It is recommended as part of this project to install a chlorine generator water treatment system at the Aquatics Center pool. A chlorine generator produces the chlorine necessary to maintain a clean and safe pool by utilizing salt water in place of the traditional chlorine chemical additives. Chlorine generators provide the chlorine so that you don't have to purchase, store, or handle chlorine pool treatment chemicals. While you must still maintain proper water balance and pool chemistry properly, the amount of pool treatment chemicals needed is greatly reduced and savings can be realized by the lower chemical costs required when using a chlorine generator system. Chlorine generators not only reduce the amount of chemicals required for pool treatment, they also provide a better and healthier swimming experience for the pool users.

ECM 10 – Airside Test and Balance

A complete airside test and balance will be performed on the air distribution systems for the Aquatic Center. Available construction documents will be used to balance airflows to each space and to the units. Supply airflow and return airflows will be balanced to each space. Supply, return, and outside airflows to the units will be balanced per the existing construction documents.

Bradford Creek Golf Course

ECM 1 – Lighting

A total of 170 lighting fixtures are to be retrofitted as part of this project. Refer to the table below for the proposed lighting retrofits and quantities:

| Proposed Lighting - Bradford Creek Golf Course | | | |
|--|---|--------------|--------------|
| Building Name | Existing Legend Descriptions | Existing Qty | Retrofit Qty |
| Bradford Creek Golf Course | Existing Excluded due to lack of cost effective replacement or more efficient option - No Retrofit Proposed (flame tip sconces & chandeliers, CFL vanity, security lts) | 36 | 0 |
| Bradford Creek Golf Course | Warehouse: Existing High Intensity Discharge - Retrofit New Linear Fluorescent Fixture T5 High-Bay With Sensor | 6 | 6 |
| Bradford Creek Golf Course | Recessed downlights throughout, non-dimmed: Existing Incandescent - Retrofit Relamp Compact Fluorescent | 111 | 111 |
| Bradford Creek Golf Course | Men's vanity light: Existing incandescent – retrofit relamp with CFL screw-in | 6 | 6 |
| Bradford Creek Golf Course | Whole building (troffers/strips): Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 | 36 | 36 |
| Bradford Creek Golf Course | Kitchen/Storage/Office (4-lamp troffers): Existing T12 Fluorescent - Retrofit Relamp Reballast Linear Fluorescent T8 Reduce Lamp Qty | 11 | 11 |
| TOTALS: | | 206 | 170 |

In addition, 9 lighting occupancy sensors, which are not an integral part of the lighting fixture, are proposed as part of the lighting system upgrade.

| Lighting Sensors - Grenville Aquatics and Fitness Center | | | | | |
|--|-------------|--------------|--------------------|-----|-------------|
| Reference Number | Room Number | Floor Number | Sensor Reduction % | | Sensor Type |
| 835 | N/A | KITCHEN | 1 | 40% | OCC IR-W |
| 846 | N/A | STORAGE | 1 | 40% | OCC IR-W |
| 851 | N/A | OFFICE | 1 | 30% | OCC WSIR |
| 857 | N/A | OFFICE | 1 | 30% | OCC WSDT |
| 858 | N/A | BREAK ROOM | 1 | 30% | OCC WSDT |
| 860 | N/A | OFFICE | 1 | 30% | OCC WSIR |
| 863 | N/A | MOWER SHED | 3 | 30% | OCC IR-HC-F |
| 9 Total Sensors | | | | | |

Refer to General ECM Descriptions for details about each sensor code.

The Lighting Appendix contains more detailed information regarding annual operating hours, fixture counts, and assumptions.

See the appendix of the Investment Grade Audit Report for system information and calculations.

SCHEDULE C: PERFORMANCE GUARANTEE

The Performance Guarantee provided by ESCO will be as follows:

| Year | Total Annual Guaranteed Savings | Cumulative Guaranteed Savings |
|-------|---------------------------------|-------------------------------|
| 1 | \$204,836 | \$204,836 |
| 2 | \$208,933 | \$413,769 |
| 3 | \$213,111 | \$626,880 |
| 4 | \$217,374 | \$844,254 |
| 5 | \$221,721 | \$1,065,975 |
| 6 | \$226,156 | \$1,292,131 |
| 7 | \$230,679 | \$1,522,810 |
| 8 | \$235,292 | \$1,758,102 |
| 9 | \$239,998 | \$1,998,100 |
| 10 | \$244,798 | \$2,242,898 |
| 11 | \$249,694 | \$2,492,592 |
| 12 | \$254,688 | \$2,747,280 |
| 13 | \$259,782 | \$3,007,062 |
| 14 | \$264,977 | \$3,272,039 |
| 15 | \$270,277 | \$3,542,316 |
| Total | \$3,542,318 | \$3,542,316 |

The procedure used to calculate savings is described in Schedule D M&V Plan.

Guaranteed savings are based on an escalation rate of 2%.

GUARANTEED SAVINGS RECONCILIATION

In the event the Actual Savings are less than the Guaranteed Savings for the corresponding twelve (12) months, ESCO will pay Customer the difference between the Annual Savings Guarantee and the Actual Savings for the corresponding twelve (12) months. ESCO will make payments for any savings shortfall to Customer within thirty (30) days of that year's Savings Reconciliation.

SCHEDULE D: MEASUREMENT AND VERIFICATION PLAN

Service Scope and Payment

ESCO shall provide the Measurement and Verification Services (the “Services”) to Customer as set forth in Exhibit A as described below.

Remote Energy Management, Training & Technical Support

Schneider Electric will provide the number of hours of remote energy management support as reflected in Exhibit A, Sections 1 & 2. This time can be used for any of the following activities including scheduling, system adjustment, on demand remote energy management system training or technical support. All Remote Support is client initiated and it is the expectation of Schneider Electric that if a client does not remain on the phone for the duration of the time required to accomplish the task, the customer will accept the time, up to the limit of the hours not used, that the Schneider Electric representative documents as used for that task. If all of the hours are exhausted additional hours can be purchased in ten (10) hour blocks. If additional hours are purchased in any year beyond Year 2 and are not exhausted, those hours will remain available for use until the end of the next project year.

Remote ECM Monitoring

Schneider Electric will remotely access your energy management system on a monthly basis. During each session, the system will be inspected and variables integral to ECM performance will be compared to the contractual agreement. Additionally, Schneider Electric will inspect the system for other areas of malfunction or energy waste and report those findings for Customer review. All findings will be reported and that report delivered to customer electronically. Schneider Electric will notify Customer if remote access is not available. Customer is responsible for restoring remote access and notifying Schneider Electric. Schneider Electric is not responsible for providing the planned service session if remote access is unavailable.

All buildings with remotely accessible controls will be included with Remote Energy Management, Training and Technical Support and Remote ECM Monitoring. Those buildings are listed below.

City Hall
Municipal Building
Police-Fire Rescue
Epps Recreation Center
Public Works Complex
South Greenville Recreation Center
Elm Street Recreation Center
Jaycee Park Building
Sports Connection
H. Boyd Lee Park Building
River Park North
Greenfield Terrace
Greenville Aquatics and Fitness Center

On-Site Visits

Schneider Electric will provide On-Site Energy Consulting consisting of the number of site visits per year as reflected in Exhibit A, Sections 1 and 2. This service will include a site assessment to determine current conditions and identify areas of improvement with ECMs and other areas such as maintenance. Each site visit will be documented in a report indicating the findings and outlining a plan for further improvement. Site visit hours will vary depending upon the needs of that particular visit. Customer is responsible for providing access to all mechanical and electrical equipment and any supervision required by Customer. If customer requests a site visit, site visits must be requested fourteen (14) days or more prior to the requested date. Schneider Electric and Customer will work to schedule a mutually acceptable date for each visit.

All buildings where Option C is applied will be the primary focus of this service with at least an annual assessment of Energy Conservation Measures where Option A and Commissioned and Verified approaches are applied.

Measurement and Verification Reporting

Schneider Electric will perform the measurement & verification as outlined in the M&V plan and will update the Energy Savings and Performance report on a quarterly basis. This can only be completed if utility bills and other necessary information is made available per the contract. Notification of report updates will be sent via email with a link back to the Schneider Electric reporting dashboard to the contacts specified by the Customer. Changes to that contact list can be made at any time. Customer will need to contact Schneider Electric with the new contact list and changes will be made before sending the next email update. If bills and other necessary information are not provided, per the Contract, Schneider Electric will follow the procedure as defined in Schedule E: Customer Responsibilities for Performance Guarantee.

Training

Schneider Electric will provide the number of hours as reflected in Exhibit A, Sections 1 of on-site training and will be conducted during On-Site visits. Schneider Electric and Customer will work to schedule a mutually acceptable date for each visit. Customer will be responsible for providing access to the training location and paying for any fees associated with that location. The training location must include internet and Customer EMS access. Schneider Electric does not impose any restrictions on the number of Customer employees attending training sessions so long as the location will accommodate that number.

Measurement and Verification Reporting and Training will reflect all buildings included in this project.

Annual Reconciliation

The Measurement and Verification team will provide an annual presentation of the performance for the prior year. The presentation will include a review of the savings performance and targets, operational parameters and areas for improvement for the following year. A written report will be provided. Additional presentations will be available as an added service.

Payment

After the end of Year 2 and each subsequent Year thereafter, Customer may either (1) continue with the same level of Services as set forth in Year 3 or (2) change the Services level by selecting one or more of the options as set forth in Exhibit A, Section 2 of this M&V Agreement.

The available Services options may be amended from time to time at the sole discretion of ESCO.

1. The price set forth for Year 1 shall be adjusted upwards annually at a rate of 2% as reflected in Exhibit A and the project cash flow.
2. Payment for each year's M&V Services is due within thirty (30) days of the end of that year's term. ESCO reserves the right to add 1.5% per month to any balance due beyond thirty (30) days of invoice date. Customer acknowledges and understands that all charges are exclusive of any applicable federal, state, or local use, excise, sales taxes or similar fees whether charged to or against ESCO or Customer for the Services. Customer may utilize purchase orders for ease of administration and ordering purposes in implementation of this M&V Agreement (to include: specific products or services, scope of work, quantities, price and delivery terms only), however, no pre-printed, additional, inconsistent or different terms contained or referenced in such purchase order shall have any force or effect, it being the intent of the parties that the terms of this M&V Agreement shall apply.

Access

Services provided under this M&V Agreement will be performed during normal working hours (normal working hours shall mean 8:00 a.m. to 5:00 p.m., local time, Monday through Friday, excluding ESCO holidays) unless specifically stated otherwise in the M&V Agreement. However, ESCO may have the need to access Customer facilities during non- normal working hours and on holidays in order to identify and troubleshoot energy savings issues. Therefore, Customer will provide and permit ESCO reasonable access to Customer's facility and equipment to the extent necessary for ESCO'S personnel to perform the Services. Customer shall also provide access to key personnel to discuss facility operating requirements. ESCO will use commercially reasonable efforts to minimize any disturbance with Customer's operations while providing the Services.

PROJECTED ANNUAL SAVINGS

The Performance Guarantee as established in Schedule C shall consist of savings from multiple scopes of work. The projected savings from each scope of work is presented in the table below.

Option C – Whole Facility

| | Electric | | | Gas | |
|-----------------------|----------|------|----------|--------|---------|
| | kWh | kW | \$ | Therms | \$ |
| City Hall | 588,430 | -615 | \$51,766 | - | - |
| Municipal Building | 235,261 | 221 | \$22,906 | - | - |
| Police, Fire & Rescue | 283,651 | -64 | \$25,947 | 3,976 | \$3,617 |
| Public Works Complex | 108,054 | 125 | \$11,542 | 7,602 | \$6,835 |
| Jaycee Park | 100,241 | 155 | \$12,330 | 3,730 | \$3,498 |

Option A – Key Parameter Measurement

| | Electric | | | Gas | | Propane | | Water | |
|--------------------------------------|----------|-----|---------|--------|---------|---------|---------|-------|---------|
| | kWh | kW | \$ | Therms | \$ | gal | \$ | kgal | \$ |
| 5th St. Police Substation | 2,502 | 0 | \$314 | - | - | - | - | - | - |
| Bradford Creek Golf Course | 39,252 | 149 | \$5,118 | - | - | -221 | (\$289) | - | - |
| City Hall | - | - | - | - | - | - | - | 12 | \$90 |
| Elm Street Recreation Center | 9,686 | 33 | \$1,187 | 117 | \$8 | - | - | 58 | \$423 |
| Eppes Recreation Center | 21,419 | 77 | \$2,463 | -301 | (\$287) | - | - | - | - |
| Evans Park | 4,076 | 4 | \$505 | -39 | (\$39) | - | - | 9 | \$69 |
| Gardener Training | 5,713 | 0 | \$734 | -75 | (\$80) | - | - | - | - |
| Greenville Aquatics & Fitness Center | 57,788 | 105 | \$5,774 | -1,086 | (\$965) | - | - | 545 | \$3,990 |
| Guy Smith Stadium | 24,348 | 0 | 3,066 | - | - | - | - | 626 | \$4,583 |
| H. Boyd Lee Park Building | 13,807 | 35 | \$1,549 | -122 | (\$106) | - | - | - | - |
| Park Maintenance Center | 10,920 | 44 | \$1,352 | -88 | (\$58) | - | - | 36 | \$216 |
| Police, Fire & Rescue | - | - | - | - | - | - | - | 122 | \$891 |
| Public Works | 35,416 | 129 | \$3,806 | - | - | - | - | - | - |
| South Greenville Recreation Center | 30,456 | 103 | \$3,707 | -244 | (\$200) | - | - | 67 | \$492 |
| Sports Connection | 9,505 | 30 | \$1,065 | -3 | (\$1) | - | - | 9 | \$63 |

Commissioned and Verified Savings

| | Electric | | | Gas | |
|--------------------------------------|----------|-----|---------|--------|----------|
| | kWh | kW | \$ | Therms | \$ |
| City Hall | 5,965 | 0 | \$551 | - | - |
| Elm Street Recreation Center | 776 | 7 | \$98 | 77 | \$82 |
| Eppes Recreation Center | 41,939 | -28 | \$4,229 | 2,829 | \$2,796 |
| Greenfield Terrace | 5,836 | 0 | \$722 | - | - |
| Greenville Aquatics & Fitness Center | 63,605 | 62 | \$6,132 | 11,263 | \$11,082 |
| H. Boyd Lee Park Building | 16,404 | -20 | \$1,572 | 3,208 | \$2,733 |
| Police, Fire & Rescue | - | - | - | 1,183 | \$1,088 |
| Public Works | 36,496 | -62 | \$3,112 | - | - |
| River Park North | 34,107 | -3 | \$3,337 | - | - |
| South Greenville Recreation Center | 5,192 | -12 | \$640 | 1,220 | \$979 |
| Sports Connection | 14,491 | 2 | \$1,699 | 977 | \$970 |

Operation and Maintenance Savings

| | | |
|--------------------------------------|---------|---|
| Greenville Aquatics & Fitness Center | \$3,000 | Chlorine Generator Maintenance Savings |
| Multiple Buildings | \$4,677 | Lighting Material and Maintenance Savings |

The projected savings in the table above are provided for reference only and are not intended to construe a savings guarantee by meter, facility, or energy unit. The savings guarantee is fully defined in Schedule C.

ENERGY, WATER, AND OPERATIONS & MAINTENANCE (O&M) RATE DATA

The cost of energy in any period will be determined by applying the utility provider's rate for that guarantee period to the energy units saved for each fuel type. Should the results of this calculation be less than the amount guaranteed in the table on page 60 a shortfall will be deemed to exist. "Baseline Energy Rates" are shown in the table below. An escalation factor of 2% per year was used to escalate both costs and guaranteed savings from baseline amounts.

Electric Rates

| Name of Utility: Rate Schedule: | GUC ECMG | | |
|------------------------------------|-------------|---------|------------------|
| | Charge | Unit | Comments |
| Base Charge | \$13.33 | | per Month |
| Consumption | | | |
| Tier 1 | \$0.12323 | per kWh | First 12,500 kWh |
| Tier 2 | \$0.09233 | per kWh | >12,500 kWh |
| Demand | | | |
| Tier 1 | \$0.00 | per kW | First 35 kW |
| Tier 2 | \$4.17 | per kW | >35 kW |

| Name of Utility: Rate Schedule: | GUC ECSG | | |
|------------------------------------|-------------|---------|-----------------|
| | Charge | Unit | Comments |
| Base Charge | \$12.89 | | per Month |
| Consumption | | | |
| Tier 1 | \$0.13177 | per kWh | First 1,000 kWh |
| Tier 2 | \$0.12558 | per kWh | Next 5,000 kWh |
| Tier 3 | \$0.10700 | per kWh | >6,000 kWh |

Gas Rate

| Name of Utility: Rate Schedule: | GUC GCCF | | |
|------------------------------------|-------------|---------|--------------|
| | Charge | Unit | Comments |
| Base Charge | \$22.00 | | per Month |
| Consumption | | | |
| Tier 1 | \$1.18130 | per CCF | First 50 CCF |
| Tier 2 | \$1.10760 | per CCF | Next 250 CCF |
| Tier 3 | \$1.05760 | per CCF | Next 200 CCF |
| Tier 4 | \$0.90710 | per CCF | >500 CCF |

Propane Rate

| Name of Utility: Rate Schedule: | Propane | | |
|------------------------------------|---------|---------|----------|
| | Charge | Unit | Comments |
| Consumption | \$1.86 | per Gal | |

Water & Sewer Rates

| | | | |
|--|----------------------|-------------|-----------------|
| Name of Utility: Rate Schedule: | GUC Water | | |
| | Charge | Unit | Comments |
| Consumption | \$2.71 | Per kgal | |

| | | | |
|---|----------------------|-------------|-----------------|
| Name of Utility: Rate Schedule: | GUC Sewer | | |
| | Charge | Unit | Comments |
| Consumption | \$4.93* | Per kgal | |
| *Volume charge for commercial customers based on 93.5% of monthly water usage | | | |

COMMON ECM ASSUMPTIONS

WEATHER DATA SOURCE

Data for weather compensation adjustments will be actual climate data obtained from the National Weather Service Station at Greenville, NC (PVG). In the event the specified weather station is deactivated, weather data will be collected from the nearest weather station with suitable observations. If the data source becomes unavailable or a superior source is identified, ESCO may select an alternative data source with Customer’s approval.

ANNUAL CALENDAR OF EVENTS

Provided below is a table summarizing the annual calendar of events that will be used as a basis in calculations, unless otherwise specified. In the event that there are any changes or deviations to this annual calendar, an appropriate adjustment will be made in accordance with the “Adjustment Schedule” set forth in Schedule E.

| Days | Event |
|------------|----------------------------|
| 1 Day / Yr | New Year’s |
| 1 Day / Yr | Martin Luther King Jr. Day |
| 1 Day / Yr | Good Friday |
| 1 Day / Yr | Memorial Day |
| 1 Day / Yr | Independence Day |
| 1 Day / Yr | Labor Day |
| 1 Day / Yr | Veterans Day |

| Date(s) | Event |
|-------------|--------------|
| 2 Days / Yr | Thanksgiving |
| 2 Days / Yr | Christmas |
| | |
| | |
| | |
| | |

BUILDING OCCUPANCY SCHEDULES

Provided below is a table summarizing the building occupancy schedules used within the calculations, unless otherwise specified. In the event that there are any changes or deviations to this occupancy schedule, an appropriate adjustment will be made in accordance with the Adjustment Schedule set forth in Schedule E.

| City Hall Primary Hours of Operation/ Building Occupancy Schedule | | | | | | |
|--|---------|-----------|----------|--------|----------|--------|
| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| | | | | | | |

| | | | | | | | | | | | | | |
|------|--------|------|--------|------|--------|------|--------|------|--------|--------|--------|--------|--------|
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 8 AM | 8 PM | 8 AM | 8 PM | 8 AM | 8 PM | 8 AM | 8 PM | 8 AM | 6 PM | Closed | Closed | Closed | Closed |

| Municipal Building | | | | | | | | | | | | | |
|--|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Primary Hours of Operation/ Building Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | Closed | Closed | Closed | Closed |

| Police-Fire Rescue | | | | | | | | | | | | | |
|--|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Primary Hours of Operation/ Building Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | Closed | Closed | Closed | Closed |

Note: Communications Center on 3rd Floor of Police Wing is open 24/7.

| Park Maintenance Center | | | | | | | | | | | | | |
|--|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Primary Hours of Operation/ Building Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 7 AM | 4 PM | 7 AM | 4 PM | 7 AM | 4 PM | 7 AM | 4 PM | 7 AM | 4 PM | Closed | Closed | Closed | Closed |

| 5th Street Police Substation | | | | | | | | | | | | | |
|--|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Primary Hours of Operation/ Building Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | Closed | Closed | Closed | Closed |

| Eppes Recreation Center/Thomas Foreman Park | | | | | | | | | | | | | |
|--|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Primary Hours of Operation/ Building Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 11 AM | 9 PM | 11 AM | 9 PM | 11 AM | 9 PM | 11 AM | 9 PM | 11 AM | 7 PM | 12 PM | 4 PM | Closed | Closed |

| Guy Smith Stadium | | | | | | | | | | | | | |
|--|--|---------|--|-----------|--|----------|--|--------|--|----------|--|--------|--|
| Primary Hours of Operation/ Building Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| | | | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|-------|--------|-------|--------|-------|--------|-------|--------|-------|--------|-------|--------|------|--------|
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 12 PM | 9 PM | 12 PM | 9 PM | 12 PM | 9 PM | 12 PM | 9 PM | 12 PM | 9 PM | 10 AM | 5 PM | 1 PM | 5 PM |

Note: Guy Smith Stadium is an outdoor stadium with interior offices. This schedule reflects the approximate time the stadium is open for sporting events when they are scheduled. The stadium is not used December, January, or February.

| City Warehouse Primary Hours of Operation/ Building Occupancy Schedule | | | | | | | | | | | | | |
|---|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | Closed | Closed | Closed | Closed |

| Public Works Complex: Administrative Building Primary Hours of Operation/ Building Occupancy Schedule | | | | | | | | | | | | | |
|--|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 6 AM | 6 PM | 6 AM | 6 PM | 6 AM | 6 PM | 6 AM | 6 PM | 6 AM | 6 PM | Closed | Closed | Closed | Closed |

| Public Works Complex: Fleet Maintenance Primary Hours of Operation/ Building Occupancy Schedule | | | | | | | | | | | | | |
|--|---------|---------|---------|-----------|---------|----------|---------|--------|---------|----------|--------|--------|--------|
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 7 AM | 7:30 PM | 7 AM | 7:30 PM | 7 AM | 7:30 PM | 7 AM | 7:30 PM | 7 AM | 7:30 PM | 8AM | 5PM | Closed | Closed |

| Public Works Complex: Traffic Services Primary Hours of Operation/ Building Occupancy Schedule | | | | | | | | | | | | | |
|---|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 7 AM | 5 PM | 7 AM | 5 PM | 7 AM | 5 PM | 7 AM | 5 PM | 7 AM | 5 PM | Closed | Closed | Closed | Closed |

| Public Works Complex: Streets Division Building and Grounds Primary Hours of Operation/ Building Occupancy Schedule | | | | | | | | | | | | | |
|--|--------|---------|--------|-----------|--------|----------|--------|---------|--------|----------|--------|--------|--------|
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 6:30 AM | 5 PM | 6:30 AM | 5 PM | 6:30 AM | 5 PM | 6:30 AM | 5 PM | 6:30 AM | 5 PM | Closed | Closed | Closed | Closed |

| South Greenville Rec Building | | | | | | | | | | | | | |
|---|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Primary Building Hours of Operation/Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 11 AM | 7 PM | 11 AM | 7 PM | 11 AM | 7 PM | 11 AM | 7 PM | 11 AM | 7 PM | 12 PM | 4 PM | Closed | Closed |

| Evans Park Building | | | | | | | | | | | | | |
|---|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Primary Building Hours of Operation/Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 9 AM | 7 PM | 9 AM | 7 PM | 9 AM | 7 PM | 9 AM | 7 PM | 9 AM | 4 PM | Closed | Closed | Closed | Closed |

| Elm Street Rec Center | | | | | | | | | | | | | |
|---|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Primary Building Hours of Operation/Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 8 AM | 10 PM | 8 AM | 10 PM | 8 AM | 10 PM | 8 AM | 10 PM | 8 AM | 10 PM | 8 AM | 10 PM | 8 AM | 10 PM |

| Jaycee Park Building | | | | | | | | | | | | | |
|---|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Primary Building Hours of Operation/Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 8 AM | 8 PM | 8 AM | 8 PM | 8 AM | 8 PM | 8 AM | 8 PM | 8 AM | 5 PM | 12 PM | 4 PM | Closed | Closed |

| Sports Connection | | | | | | | | | | | | | |
|---|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Primary Building Hours of Operation/Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 2 PM | 9 PM | 2 PM | 9 PM | 2 PM | 9 PM | 2 PM | 9 PM | 2 PM | 9 PM | 2 PM | 5 PM | 2 PM | 5 PM |

| Gardner Training Center | | | | | | | | | | | | | |
|---|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Primary Building Hours of Operation/Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | Closed | Closed | Closed | Closed |

| H. Boyd Lee Park Buildings | | | | | | | | | | | | | |
|---|--|---------|--|-----------|--|----------|--|--------|--|----------|--|--------|--|
| Primary Building Hours of Operation/Occupancy Schedule | | | | | | | | | | | | | |
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| | | | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|-------|--------|-------|--------|-------|--------|-------|--------|-------|--------|-------|--------|--------|--------|
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 12 PM | 7 PM | 12 PM | 7 PM | 12 PM | 7 PM | 12 PM | 7 PM | 12 PM | 7 PM | 10 AM | 2 PM | Closed | Closed |

| River Park North Buildings Primary Building Hours of Operation/Occupancy Schedule | | | | | | | | | | | | | |
|--|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| Closed | Closed | 9 AM | 5 PM | 9 AM | 5 PM | 9 AM | 5 PM | 9 AM | 5 PM | 9 AM | 5 PM | 1 PM | 5 PM |

| Greenfield Terrace Building Primary Building Hours of Operation/Occupancy Schedule | | | | | | | | | | | | | |
|---|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | 8 AM | 5 PM | Closed | Closed | Closed | Closed |

| Greenville Aquatics Center Primary Building Hours of Operation/Occupancy Schedule | | | | | | | | | | | | | |
|--|--------|---------|--------|-----------|--------|----------|--------|---------|--------|----------|--------|--------|--------|
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 5:30 AM | 9 PM | 5:30 AM | 9 PM | 5:30 AM | 9 PM | 5:30 AM | 9 PM | 5:30 AM | 8 PM | 8 AM | 4 PM | 1 PM | 6 PM |

Note: The Greenville Fitness and Aquatics Center building was simulated in building models as being occupied starting at 5:00 AM M-F because simulation software schedules by whole hour increments only. This is more conservative and has little, if any, negative effect on the simulation.

| Bradford Creek Golf Course Primary Building Hours of Operation/Occupancy Schedule | | | | | | | | | | | | | |
|--|--------|---------|--------|-----------|--------|----------|--------|--------|--------|----------|--------|--------|--------|
| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | | Saturday | | Sunday | |
| Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed | Open | Closed |
| 7 AM | 10 PM | 7 AM | 10 PM | 7 AM | 10 PM | 7 AM | 10 PM | 7 AM | 10 PM | 7 AM | 10 PM | 7 AM | 10 PM |

Note: Bradford Creek Golf Course is used according to a seasonal schedule.

STANDARDS OF SERVICE AND COMFORT

Provided below is a table summarizing the temperature setpoints used within the calculations, unless otherwise specified. Customer agrees to operate the conditioned spaces in the facilities within the temperature ranges scheduled in the table below. In the event that there are any changes or deviations to these standards of service and comfort, an appropriate adjustment will be made in accordance with the Adjustment Schedule set forth in Schedule E.

| | | | |
|--|---------|--|---------|
| | Heating | | Cooling |
|--|---------|--|---------|

| | | |
|------------|------|------|
| Occupied | 70°F | 74°F |
| Unoccupied | 64°F | 79°F |

BUILDING OCCUPANCY

Provided below is a table summarizing the building occupancy used within the calculations. In the event that there are any changes or deviations to this occupancy, an appropriate adjustment will be made in accordance with the Adjustment Schedule set forth in Schedule E.

| Building | Number of Occupants | |
|---|---------------------|-------------|
| 5th Street Police Substation | 3 | Average |
| Bradford Creek Golf Course | 5 | Average |
| City Hall | 200 | Average |
| City Warehouse | 1 | Peak |
| Elm Street Recreation Center | 35 | Peak |
| Eppes Recreation Center/Thomas Foreman Park | 100 | Average |
| Evans Park Building | 25 | Peak |
| Gardner Training Center | 5 | Average |
| Greenfield Terrace Building | 50 | Peak |
| Greenville Aquatics and Fitness Center | 100 | Average |
| Guy Smith Stadium | 10 | Peak |
| H. Boyd Lee Park Buildings | 100 | Average |
| Jaycee Park Building | 100 | Sqft/Person |
| Municipal Building | 45 | Average |
| Park Maintenance Center | 3 | Average |
| Police Fire/Rescue | 200 | Average |
| Public Works Complex | 75 | Peak |
| River Park North Building | 30 | Average |
| South Greenville Recreation Center Building | 100 | Average |
| Sports Connection | 100 | Average |

OPTION C – WHOLE FACILITY

- A. Overview of M&V Plan, and Savings Calculation**
- B. Energy Savings Calculations**
- C. Key Parameters Measurement Strategy**
- D. Parameter Estimates**
- E. Cost Savings Calculations**
- F. Performance Period Validation Activities**

A. Overview of M&V Plan, and Savings Calculation

The method of determining energy savings described in this section uses “Option C – Whole Facility (Main Meter Measurement)” as described in the International Measurement and Verification Protocol (IPMVP Volume I, EVO 10000-1:2010). The remainder of this section provides the energy savings calculations, the key parameter measurements that will be conducted, the parameters that will be estimated and those values, and how cost savings will be calculated.

Guaranteed Meters

The following meters will be used to measure actual energy consumption for both the base year and performance periods.

Electric Meters

| Meter Name | Account Number | Meter Number | Utility Co. | Rate | Units |
|---------------------------------------|-----------------------|---------------------|--------------------|-------------|--------------|
| City Hall | 7503902 | 116734 | GUC | ECMG | kWh, kW |
| Municipal Building | 7519947 | 119703 | GUC | ECMG | kWh, kW |
| Police-Fire Rescue | 5427910 | 69877 | GUC | ECMG | kWh, kW |
| Public Works Complex (Admin Building) | 1425300 | 120791 | GUC | ECMG | kWh, kW |
| Jaycee Park Building | 2499100 | 42823 | GUC | ECMG | kWh, kW |

Gas Meters

| Meter Name | Customer Number | | Utility Co. | Rate | Units |
|----------------------|------------------------|-------|--------------------|-------------|--------------|
| Police-Fire Rescue | 5427910 | 29080 | GUC | GCCF | Therms |
| Public Works Complex | 1425900 | 13909 | GUC | GCCF | Therms |
| Jaycee Park Building | 6634701 | 3021 | GUC | GCCF | Therms |

Building Summary

The following table lists the buildings that were served by guarantee meters during the base year period.

| Bldg No. | Building Name | Net Area (ft²) | Comments |
|-----------------|----------------------|----------------------------------|-------------------------|
| 1 | City Hall | 46,847 | |
| 2 | Municipal Building | 27,207 | |
| 3 | Police-Fire Rescue | 31,313 | |
| 4 | Public Works Complex | 54,399 | Admin Building – 14,854 |
| 5 | Jaycee Park Building | 17,327 | |

B. Energy Savings Calculations

Provided within this section is an explanation of the calculations that will be used to perform energy savings calculations for this particular ECM.

Overview of Savings Methodology

Energy savings will be measured by comparing the Performance Period's total energy consumption and demand to the total energy consumption and demand for the same area in the base year period by utilizing energy meter data. Base year energy and demand will be adjusted for differences in weather, facility operation and facility modifications to estimate how much energy would have been used in the performance period if the energy conservation measures had not been implemented. The energy saved is the difference between the adjusted base year consumption and the Performance Period consumption. The demand saved is the difference between the adjusted base year demand and the Performance Period demand. This process will be followed for each fuel type involved in the guarantee.

Equations and Analysis of Energy Savings

Savings are calculated as the difference in energy usage from the baseline conditions after adjusting for all necessary changes, and the Performance Period conditions. This is shown in Equation 1 below:

Equation 1 – Energy Consumption Savings

$$E_{save} = E_{Baseline} - E_{Performance}$$

Where,

E_{save} = Energy savings

$E_{Baseline}$ = Adjusted energy usage of facility equipment pre-implementation

$E_{Performance}$ = Energy usage of facility equipment post-implementation

The baseline is that set of parameters that describes both the energy consumed in the base year and the conditions that caused that consumption to occur. This set of parameters includes utility consumption, facility use information, weather data and other information as may be necessary to describe the base year conditions. In addition, the baseline includes certain mathematical values, calculated by a model, that are used to correlate the base year energy consumption with the factors that caused that consumption and is defined by Equation 2 below:

Equation 2 – Baseline Energy Use

$$E_{Baseline} = \sum_{i=1}^n C_D \times T_i + C_H \times HDD_i + C_c \times CDD_i + CO_i + CM_i$$

Where,

n = Number of billing periods in year.

$E_{Baseline}$ = Adjusted baseline period consumption

C_D = A constant representing units of consumption per billing period day

T_i = Number of days in billing period

C_H = A constant representing units of consumption per heating degree day

HDD_i = Heating degree days in the current billing period

C_c = A constant representing units of consumption per cooling degree day

CDD_i = Cooling degree days in the current billing period

CO_i = Offset for the current billing period

CM_i = Other adjustments for the current billing period

Customer agrees to accept modifications to this baseline that are necessary to account for changes in the facilities and their use which may have occurred prior to the execution of this agreement but come to the attention of ESCO after the execution of this agreement. Typical adjustments are provided in detail in Schedule E.

Demand savings are computed similarly to the consumption savings, as shown by Equation 3 below:

Equation 3 – Peak Demand Savings

$$D_{save} = D_{Baseline} - D_{Performance}$$

Where,

D_{save} = Demand savings

$D_{Baseline}$ = Adjusted energy demand of facility equipment pre-implementation

$D_{Performance}$ = Energy demand of facility equipment post-implementation

Adjusted base year demand is calculated as demonstrated in Equation 4 below:

Equation 4 – Baseline Peak Demand

$$D_{Baseline} = \sum_{i=1}^n D_D + D_H \times \frac{HDD_i}{T_i} + D_C \times \frac{CDD_i}{T_i} + DO_i + DM_i$$

Where,

D_D = A constant representing units of demand per billing period

D_H = A constant representing units of demand per heating degree day per day

D_C = A constant representing units of demand per cooling degree day per day

DO_i = Offset for the current billing period

DM_i = Other adjustments for the current billing period

C. Key Parameters Measurement Strategy

Measurement and documentation strategies for each project phase are outline below.

Pre-Implementation Measurements and Documentation

Customer provided ESCO with monthly utility bills and all delivery invoices for the accounts included in Paragraph A for a minimum of twenty-four (24) months worth of historical utility data that is to represent a complete span of two years worth of energy usage. Customer will also provide ESCO with monthly utility bills and all delivery invoices for the accounts included in Paragraph A from the end of that twenty-four (24) month data set through the Savings Guarantee Commencement Date within the timelines specified in Schedule E.

ESCO will collect daily high and low temperature data from the weather station defined in Schedule D, Common ECM Assumptions.

Post-Implementation Measurements and Documentation

No short term verification is performed using this method. All post-implementation measurements are conducting during the Performance Period.

Performance Period Measurements and Documentation

Throughout the Performance Period, Customer will provide ESCO with the monthly utility bills and all delivery invoices for the accounts included in Paragraph A within the timelines specified in Schedule E.

ESCO will collect daily high and low temperature data from the weather station defined in Schedule D, Common ECM Assumptions.

D. Parameter Estimates

The parameters defined in the equations outlined in Paragraph B that are estimated are determined through engineering analysis of at least twelve (12) months worth of the pre-implementation measured utility data. This is done to establish the relationship between the weather, billing period length, any other independent factors, and the consumption and demand associated with a particular account. The end result of this analysis is the set of coefficients used in the equations defined in Paragraph B to fully define the baseline for each account. The values are presented below in the Meter Tuning Summary.

Below are definitions of each of the estimated parameters included in Paragraph B;

- The values of C_D and D_D represent the base load consumption and demand of the utility usage of a particular meter and are equivalent to the weather independent energy usage and demand.
- The values of C_H and D_H represent the heating consumption and demand of the utility usage of a particular meter and are equivalent to the weather dependent energy usage and demand. They are associated with a consumption and demand heating balance point specific to that account.
- The values of C_C and D_C represent the cooling consumption and demand of the utility usage of a particular meter and are equivalent to the weather dependent energy usage and demand. They are associated with a consumption and demand cooling balance point specific to that account.
- The billing period values of CO_i and DO_i represent the portion of the energy consumption and demand that cannot be accounted for with the weather independent and weather dependent consumption.

Each of these parameters was determined based on the relationship of the baseline period energy and demand and the independent factors. During the Performance Period they will be used to estimate the energy use and demand that would have occurred if the project had not been performed. To accomplish this, CO_i and DO_i will be pro-rated to the Performance Period billing periods for each account.

The terms CM_i and DM_i are included in the equations in Paragraph B to account for changes in the Performance Period energy use and demand from the baseline Period energy use and demand on the accounts in Paragraph A for any causes unrelated to the project as defined in Schedule E. The procedures for developing these estimates vary with the specific causes for the adjustments. The requirements for determining these values and any measurements necessary to support these estimates are defined in Schedule E.

Meter Tuning Summary

Project :City of Greenville

Site :City Hall

Area: City Hall

Meter: City Hall Electric

Unit: Qty On-pk (kWh)

Account: 7503902

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|------------------|--------------------------|--------------|--------------|------------|---------------|------------------|--------------------|
| 5/29/2010 | 6/30/2010 | 33 | 123,840 | <input type="checkbox"/> | 0 | 676 | 1 | -1,229 | 123,840 | 0.0% |
| 7/1/2010 | 7/29/2010 | 29 | 114,240 | <input type="checkbox"/> | 0 | 596 | 1 | 4,253 | 114,240 | 0.0% |
| 7/30/2010 | 8/27/2010 | 29 | 111,168 | <input type="checkbox"/> | 0 | 559 | 1 | 2,718 | 111,168 | 0.0% |
| 8/28/2010 | 9/30/2010 | 34 | 108,096 | <input type="checkbox"/> | 0 | 483 | 1 | 11,918 | 108,096 | 0.0% |
| 10/1/2010 | 10/29/201 | 29 | 100,800 | <input type="checkbox"/> | 41 | 126 | 1 | 7,435 | 100,800 | 0.0% |
| 10/30/201 | 11/30/201 | 32 | 109,440 | <input type="checkbox"/> | 310 | 10 | 1 | -7,173 | 109,440 | 0.0% |
| 12/1/2010 | 12/30/201 | 30 | 154,752 | <input type="checkbox"/> | 809 | 0 | 1 | 8,710 | 154,752 | 0.0% |
| 12/31/201 | 1/28/2011 | 29 | 129,024 | <input type="checkbox"/> | 690 | 0 | 1 | -5,564 | 129,024 | 0.0% |
| 1/29/2011 | 2/25/2011 | 28 | 107,520 | <input type="checkbox"/> | 422 | 12 | 1 | -5,487 | 107,520 | 0.0% |
| 2/26/2011 | 3/28/2011 | 31 | 111,744 | <input type="checkbox"/> | 279 | 33 | 1 | -667 | 111,744 | 0.0% |
| 3/29/2011 | 4/29/2011 | 32 | 123,840 | <input type="checkbox"/> | 117 | 139 | 1 | 15,622 | 123,840 | 0.0% |
| 4/30/2011 | 5/31/2011 | 32 | 97,920 | <input type="checkbox"/> | 12 | 269 | 1 | -8,128 | 97,920 | 0.0% |
| Total or Average | | 368 | 1,392,384 | | 2,680 | 2,903 | 1 | -1,428 | 1,392,384 | 0.0% ± 0.0% |

City Hall Electric (Account # 7503902): Tuning Period is 368 days from 5/29/2010 until 5/31/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (kWh)} = 2,939.82 \times \text{\#Days} + 71.5490 \times \text{HtgDD} + 41.5320 \times \text{ClgDD} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.791

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

(empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression.

HtgDD=Heating Degree-Days calculated for GREENVILLE, NC for a 60.0°F balance point.

ClgDD=Cooling Degree-Days calculated for GREENVILLE, NC for a 60.0°F balance point.

Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville

Site :City Hall

Area: City Hall

Meter: City Hall Electric

Unit: Dmd On-pk (kW)

Account:
7503902

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|--------------|--------------------------|-----------|-----------|------------|------------|--------------|--------------------|
| 5/29/2010 | 6/30/2010 | 33 | 223 | <input type="checkbox"/> | 0 | 20 | 1 | -6 | 223 | 0.0% |
| 7/1/2010 | 7/29/2010 | 29 | 240 | <input type="checkbox"/> | 0 | 21 | 1 | 11 | 240 | 0.0% |
| 7/30/2010 | 8/27/2010 | 29 | 225 | <input type="checkbox"/> | 0 | 19 | 1 | -4 | 225 | 0.0% |
| 8/28/2010 | 9/30/2010 | 34 | 227 | <input type="checkbox"/> | 0 | 14 | 1 | -2 | 227 | 0.0% |
| 10/1/2010 | 10/29/201 | 29 | 219 | <input type="checkbox"/> | 0 | 4 | 1 | -11 | 219 | 0.0% |
| 10/30/201 | 11/30/201 | 32 | 217 | <input type="checkbox"/> | 5 | 0 | 1 | -24 | 217 | 0.0% |
| 12/1/2010 | 12/30/201 | 30 | 275 | <input type="checkbox"/> | 22 | 0 | 1 | -4 | 275 | 0.0% |
| 12/31/201 | 1/28/2011 | 29 | 269 | <input type="checkbox"/> | 19 | 0 | 1 | -3 | 269 | 0.0% |
| 1/29/2011 | 2/25/2011 | 28 | 263 | <input type="checkbox"/> | 11 | 0 | 1 | 9 | 263 | 0.0% |
| 2/26/2011 | 3/28/2011 | 31 | 246 | <input type="checkbox"/> | 6 | 1 | 1 | 4 | 246 | 0.0% |
| 3/29/2011 | 4/29/2011 | 32 | 244 | <input type="checkbox"/> | 2 | 4 | 1 | 11 | 244 | 0.0% |
| 4/30/2011 | 5/31/2011 | 32 | 225 | <input type="checkbox"/> | 0 | 8 | 1 | -4 | 225 | 0.0% |
| Total or Average | | 368 | 2,873 | | 65 | 91 | 1 | -23 | 2,873 | 0.0% ± 0.0% |

City Hall Electric (Account # 7503902): Tuning Period is 368 days from 5/29/2010 until 5/31/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (kW)} = 229.23 + 2.2578 \times \text{HDD/day} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.864

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

(empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression.
HDD/day=Heating Degree-Days per day calculated for GREENVILLE, NC for a 55.0°F balance point.
CDD/day=Cooling Degree-Days per day calculated for GREENVILLE, NC for a 60.0°F balance point.
Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville

Site :Municipal Building

Area: Municipal Building

Meter: Municipal Blg Electric

Unit: Qty On-pk (kWh)

Account:
7519947

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|----------------|--------------------------|--------------|--------------|------------|--------------|----------------|---------------|
| 5/29/2010 | 6/30/2010 | 33 | 31,440 | <input type="checkbox"/> | 0 | 511 | 1 | 769 | 31,440 | 0.0% |
| 7/1/2010 | 7/29/2010 | 29 | 29,280 | <input type="checkbox"/> | 0 | 451 | 1 | 2,327 | 29,280 | 0.0% |
| 7/30/2010 | 8/27/2010 | 29 | 30,240 | <input type="checkbox"/> | 0 | 414 | 1 | 3,287 | 30,240 | 0.0% |
| 8/28/2010 | 9/30/2010 | 34 | 30,720 | <input type="checkbox"/> | 0 | 314 | 1 | -880 | 30,720 | 0.0% |
| | | | | | | | | - | | |
| 10/1/2010 | 10/29/201 | 29 | 25,200 | <input type="checkbox"/> | 41 | 53 | 1 | 3,192 | 25,200 | 0.0% |
| | | | | | | | | - | | |
| 10/30/201 | 11/30/201 | 32 | 32,320 | <input type="checkbox"/> | 310 | 0 | 1 | 8,419 | 32,320 | 0.0% |
| 12/1/2010 | 12/30/201 | 30 | 55,760 | <input type="checkbox"/> | 809 | 0 | 1 | -851 | 55,760 | 0.0% |
| 12/31/201 | 1/28/2011 | 29 | 50,640 | <input type="checkbox"/> | 690 | 0 | 1 | -813 | 50,640 | 0.0% |
| 1/29/2011 | 2/25/2011 | 28 | 46,800 | <input type="checkbox"/> | 422 | 1 | 1 | 5,782 | 46,800 | 0.0% |
| 2/26/2011 | 3/28/2011 | 31 | 41,840 | <input type="checkbox"/> | 279 | 11 | 1 | 3,132 | 41,840 | 0.0% |
| 3/29/2011 | 4/29/2011 | 32 | 35,200 | <input type="checkbox"/> | 117 | 66 | 1 | 1,301 | 35,200 | 0.0% |
| | | | | | | | | - | | |
| 4/30/2011 | 5/31/2011 | 32 | 26,640 | <input type="checkbox"/> | 12 | 154 | 1 | 3,510 | 26,640 | 0.0% |
| | | | | | | | | - | | |
| Total or Average | | 368 | 436,080 | | 2,680 | 1,975 | 1 | 1,067 | 436,080 | 0.0% ± |

Municipal Blg Electric (Account # 7519947): Tuning Period is 368 days from 5/29/2010 until 5/31/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (kWh)} = 929.41 \times \text{\#Days} + 35.5331 \times \text{HtgDD} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.885

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

- (empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression.
- HtgDD=Heating Degree-Days calculated for GREENVILLE, NC for a 60.0°F balance point. Periods under 0.0°F-days/day are excluded from regression, but are still used in applying the Baseline Equation.
- ClgDD=Cooling Degree-Days calculated for GREENVILLE, NC for a 65.0°F balance point.
- Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville

Site :Municipal Building

Area: Municipal Building

Meter: Municipal Blg Electric

Unit: Dmd On-pk (kW)

Account:
7519947

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|--------------|--------------------------|-----------|-----------|------------|----------|--------------|--------------------|
| 5/29/2010 | 6/30/2010 | 33 | 99 | <input type="checkbox"/> | 0 | 15 | 1 | 4 | 99 | 0.0% |
| 7/1/2010 | 7/29/2010 | 29 | 101 | <input type="checkbox"/> | 0 | 16 | 1 | 5 | 101 | 0.0% |
| 7/30/2010 | 8/27/2010 | 29 | 94 | <input type="checkbox"/> | 0 | 14 | 1 | -2 | 94 | 0.0% |
| 8/28/2010 | 9/30/2010 | 34 | 91 | <input type="checkbox"/> | 0 | 9 | 1 | -4 | 91 | 0.0% |
| 10/1/2010 | 10/29/201 | 29 | 92 | <input type="checkbox"/> | 0 | 2 | 1 | -4 | 92 | 0.0% |
| 10/30/201 | 11/30/201 | 32 | 99 | <input type="checkbox"/> | 6 | 0 | 1 | -4 | 99 | 0.0% |
| 12/1/2010 | 12/30/201 | 30 | 106 | <input type="checkbox"/> | 23 | 0 | 1 | -16 | 106 | 0.0% |
| 12/31/201 | 1/28/2011 | 29 | 116 | <input type="checkbox"/> | 20 | 0 | 1 | -3 | 116 | 0.0% |
| 1/29/2011 | 2/25/2011 | 28 | 115 | <input type="checkbox"/> | 12 | 0 | 1 | 6 | 115 | 0.0% |
| 2/26/2011 | 3/28/2011 | 31 | 106 | <input type="checkbox"/> | 6 | 0 | 1 | 3 | 106 | 0.0% |
| 3/29/2011 | 4/29/2011 | 32 | 112 | <input type="checkbox"/> | 2 | 2 | 1 | 14 | 112 | 0.0% |
| 4/30/2011 | 5/31/2011 | 32 | 102 | <input type="checkbox"/> | 0 | 5 | 1 | 6 | 102 | 0.0% |
| Total or Average | | 368 | 1,233 | | 69 | 63 | 1 | 5 | 1,233 | 0.0% ± 0.0% |

Municipal Blg Electric (Account # 7519947): Tuning Period is 368 days from 5/29/2010 until 5/31/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (kW)} = 95.69 + 1.1787 \times \text{HDD/day} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.788

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

(empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression.
HDD/day=Heating Degree-Days per day calculated for GREENVILLE, NC for a 55.0°F balance point.
Periods under 0.0°F-days/day are excluded from regression, but are still used in applying the Baseline Equation.
CDD/day=Cooling Degree-Days per day calculated for GREENVILLE, NC for a 65.0°F balance point.
Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville

Site :Police Fire Rescue

Area: Police Fire
Rescue

Meter: PFR Electric

Unit: Qty On-pk (kWh)

Account: 5427910e

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|------------------|--------------------------|--------------|--------------|------------|-----------|------------------|------------------------|
| | | | | | | | | - | | |
| 5/29/2010 | 6/30/2010 | 33 | 109,728 | <input type="checkbox"/> | 0 | 676 | 1 | 8,556 | 109,728 | 0.0% |
| 7/1/2010 | 7/29/2010 | 29 | 103,392 | <input type="checkbox"/> | 0 | 596 | 1 | -679 | 103,392 | 0.0% |
| 7/30/2010 | 8/27/2010 | 29 | 105,408 | <input type="checkbox"/> | 0 | 559 | 1 | 3,803 | 105,408 | 0.0% |
| 8/28/2010 | 9/30/2010 | 34 | 116,352 | <input type="checkbox"/> | 1 | 483 | 1 | 8,679 | 116,352 | 0.0% |
| 10/1/2010 | 10/29/201 | 29 | 76,320 | <input type="checkbox"/> | 113 | 126 | 1 | 3,575 | 76,320 | 0.0% |
| | | | | | | | | - | | |
| 10/30/201 | 11/30/201 | 32 | 65,664 | <input type="checkbox"/> | 460 | 10 | 1 | 6,010 | 65,664 | 0.0% |
| 12/1/2010 | 12/30/201 | 30 | 72,000 | <input type="checkbox"/> | 959 | 0 | 1 | 5,399 | 72,000 | 0.0% |
| | | | | | | | | - | | |
| 12/31/201 | 1/28/2011 | 29 | 60,192 | <input type="checkbox"/> | 835 | 0 | 1 | 4,189 | 60,192 | 0.0% |
| | | | | | | | | - | | |
| 1/29/2011 | 2/25/2011 | 28 | 59,328 | <input type="checkbox"/> | 551 | 12 | 1 | 3,632 | 59,328 | 0.0% |
| 2/26/2011 | 3/28/2011 | 31 | 73,152 | <input type="checkbox"/> | 412 | 33 | 1 | 2,165 | 73,152 | 0.0% |
| 3/29/2011 | 4/29/2011 | 32 | 86,112 | <input type="checkbox"/> | 204 | 139 | 1 | 5,807 | 86,112 | 0.0% |
| | | | | | | | | - | | |
| 4/30/2011 | 5/31/2011 | 32 | 82,656 | <input type="checkbox"/> | 57 | 269 | 1 | 6,281 | 82,656 | 0.0% |
| Total or Average | | 368 | 1,010,304 | | 3,592 | 2,903 | 1 | 81 | 1,010,304 | 0.0% ± 0.0% |

PFR Electric (Account # 5427910e): Tuning Period is 368 days from 5/29/2010 until 5/31/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (kWh)} = 2,220.02 \times \text{\#Days} + 66.6513 \times \text{ClgDD} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.911

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

(empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression.
HtgDD=Heating Degree-Days calculated for GREENVILLE, NC for a 65.0°F balance point.
ClgDD=Cooling Degree-Days calculated for GREENVILLE, NC for a 60.0°F balance point. Periods under 0.0°F-days/day are excluded from regression, but are still used in applying the Baseline Equation.
Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville

Site :Police Fire Rescue

Area: Police Fire
Rescue

Meter: PFR Electric

Unit: Dmd On-pk (kW)

Account: 5427910e

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|--------------|--------------------------|------------|-----------|------------|-------------|--------------|--------------------|
| 5/29/2010 | 6/30/2010 | 33 | 217 | <input type="checkbox"/> | 0 | 10 | 1 | -8 | 217 | 0.0% |
| 7/1/2010 | 7/29/2010 | 29 | 223 | <input type="checkbox"/> | 0 | 11 | 1 | -3 | 223 | 0.0% |
| 7/30/2010 | 8/27/2010 | 29 | 237 | <input type="checkbox"/> | 0 | 9 | 1 | 17 | 237 | 0.0% |
| 8/28/2010 | 9/30/2010 | 34 | 179 | <input type="checkbox"/> | 0 | 5 | 1 | -14 | 179 | 0.0% |
| 10/1/2010 | 10/29/201 | 29 | 18 | <input type="checkbox"/> | 4 | 1 | 1 | -153 | 18 | 0.0% |
| 10/30/201 | 11/30/201 | 32 | 185 | <input type="checkbox"/> | 14 | 0 | 1 | 19 | 185 | 0.0% |
| 12/1/2010 | 12/30/201 | 30 | 150 | <input type="checkbox"/> | 32 | 0 | 1 | -17 | 150 | 0.0% |
| 12/31/201 | 1/28/2011 | 29 | 12 | <input type="checkbox"/> | 29 | 0 | 1 | -155 | 12 | 0.0% |
| 1/29/2011 | 2/25/2011 | 28 | 157 | <input type="checkbox"/> | 20 | 0 | 1 | -10 | 157 | 0.0% |
| 2/26/2011 | 3/28/2011 | 31 | 179 | <input type="checkbox"/> | 13 | 0 | 1 | 11 | 179 | 0.0% |
| 3/29/2011 | 4/29/2011 | 32 | 174 | <input type="checkbox"/> | 6 | 1 | 1 | 3 | 174 | 0.0% |
| 4/30/2011 | 5/31/2011 | 32 | 202 | <input type="checkbox"/> | 2 | 2 | 1 | 22 | 202 | 0.0% |
| Total or Average | | 368 | 1,933 | | 120 | 39 | 1 | -288 | 1,933 | 0.0% ± 0.0% |

PFR Electric (Account # 5427910e): Tuning Period is 368 days from 5/29/2010 until 5/31/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (kW)} = 166.93 + 5.5051 \times \text{CDD/day} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.793

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

(empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression.
HDD/day=Heating Degree-Days per day calculated for GREENVILLE, NC for a 65.0°F balance point.
CDD/day=Cooling Degree-Days per day calculated for GREENVILLE, NC for a 70.0°F balance point.
Periods under 0.0°F-days/day are excluded from regression, but are still used in applying the Baseline Equation.
Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville

Site :Police Fire Rescue

Area: Police Fire
Rescue

Meter: PFR
Gas

Unit: Qty On-pk (CCF)

Account: 5427910g

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|---------------|--------------------------|--------------|--------------|------------|-----------|---------------|--------------------|
| 5/29/2010 | 6/30/2010 | 33 | 1,263 | <input type="checkbox"/> | 0 | 511 | 1 | 174 | 1,263 | 0.0% |
| 7/1/2010 | 7/29/2010 | 29 | 1,071 | <input type="checkbox"/> | 0 | 451 | 1 | 114 | 1,071 | 0.0% |
| 7/30/2010 | 8/27/2010 | 29 | 967 | <input type="checkbox"/> | 0 | 414 | 1 | 10 | 967 | 0.0% |
| 8/28/2010 | 9/30/2010 | 34 | 1,192 | <input type="checkbox"/> | 0 | 314 | 1 | 70 | 1,192 | 0.0% |
| 10/1/2010 | 10/29/201 | 29 | 1,031 | <input type="checkbox"/> | 41 | 53 | 1 | -6 | 1,031 | 0.0% |
| 10/30/201 | 11/30/201 | 32 | 1,197 | <input type="checkbox"/> | 310 | 0 | 1 | -466 | 1,197 | 0.0% |
| 12/1/2010 | 12/30/201 | 30 | 2,753 | <input type="checkbox"/> | 809 | 0 | 1 | 177 | 2,753 | 0.0% |
| 12/31/201 | 1/28/2011 | 29 | 2,358 | <input type="checkbox"/> | 690 | 0 | 1 | 48 | 2,358 | 0.0% |
| 1/29/2011 | 2/25/2011 | 28 | 1,704 | <input type="checkbox"/> | 422 | 1 | 1 | -48 | 1,704 | 0.0% |
| 2/26/2011 | 3/28/2011 | 31 | 1,393 | <input type="checkbox"/> | 279 | 11 | 1 | -177 | 1,393 | 0.0% |
| 3/29/2011 | 4/29/2011 | 32 | 1,464 | <input type="checkbox"/> | 117 | 66 | 1 | 178 | 1,464 | 0.0% |
| 4/30/2011 | 5/31/2011 | 32 | 999 | <input type="checkbox"/> | 12 | 154 | 1 | -80 | 999 | 0.0% |
| Total or Average | | 368 | 17,392 | | 2,680 | 1,975 | 1 | -6 | 17,392 | 0.0% ± 0.0% |

PFR Gas (Account # 5427910g): Tuning Period is 368 days from 5/29/2010 until 5/31/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (CCF)} = 33.01 \times \text{\#Days} + 1.9610 \times \text{HtgDD} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.915

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

(empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression. HtgDD=Heating Degree-Days calculated for GREENVILLE, NC for a 60.0°F balance point. Periods under 0.0°F-days/day are excluded from regression, but are still used in applying the Baseline Equation. ClgDD=Cooling Degree-Days calculated for GREENVILLE, NC for a 65.0°F balance point. Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville

Site :Public Works Complex

Area: Public Works Complex

Meter: Public Works Electric

Unit: Qty On-pk (kWh)

Account:
1425300

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|----------------|--------------------------|--------------|--------------|------------|-------------|----------------|--------------------|
| 6/10/2010 | 7/9/2010 | 30 | 28,080 | <input type="checkbox"/> | 0 | 618 | 1 | 1,507 | 28,080 | 0.0% |
| 7/10/2010 | 8/9/2010 | 31 | 29,360 | <input type="checkbox"/> | 0 | 653 | 1 | 1,617 | 29,360 | 0.0% |
| 8/10/2010 | 9/9/2010 | 31 | 30,840 | <input type="checkbox"/> | 0 | 551 | 1 | 2,724 | 30,840 | 0.0% |
| 9/10/2010 | 10/8/2010 | 29 | 21,560 | <input type="checkbox"/> | 44 | 296 | 1 | 1,400 | 21,560 | 0.0% |
| 10/9/2010 | 11/8/2010 | 31 | 16,320 | <input type="checkbox"/> | 219 | 117 | 1 | 364 | 16,320 | 0.0% |
| 11/9/2010 | 12/9/2010 | 31 | 12,720 | <input type="checkbox"/> | 587 | 8 | 1 | -179 | 12,720 | 0.0% |
| 12/10/201 | 1/10/2011 | 32 | 11,840 | <input type="checkbox"/> | 981 | 0 | 1 | 1,243 | 11,840 | 0.0% |
| 1/11/2011 | 2/8/2011 | 29 | 11,720 | <input type="checkbox"/> | 774 | 3 | 1 | -207 | 11,720 | 0.0% |
| 2/9/2011 | 3/9/2011 | 29 | 13,040 | <input type="checkbox"/> | 501 | 19 | 1 | 651 | 13,040 | 0.0% |
| 3/10/2011 | 4/8/2011 | 30 | 13,040 | <input type="checkbox"/> | 363 | 35 | 1 | -207 | 13,040 | 0.0% |
| 4/9/2011 | 5/9/2011 | 31 | 16,200 | <input type="checkbox"/> | 114 | 146 | 1 | -570 | 16,200 | 0.0% |
| 5/10/2011 | 6/9/2011 | 31 | 24,120 | <input type="checkbox"/> | 10 | 398 | 1 | 282 | 24,120 | 0.0% |
| Total or Average | | 365 | 228,840 | | 3,593 | 2,844 | 1 | -109 | 228,840 | 0.0% ± 0.0% |

Public Works Electric (Account # 1425300): Tuning Period is 365 days from 6/10/2010 until 6/9/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (kWh)} = 408.84 \times \text{\#Days} + 28.0511 \times \text{ClgDD} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.971

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

(empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression.
HtgDD=Heating Degree-Days calculated for GREENVILLE, NC for a 65.0°F balance point.
ClgDD=Cooling Degree-Days calculated for GREENVILLE, NC for a 60.0°F balance point. Periods under 0.0°F-days/day are excluded from regression, but are still used in applying the Baseline Equation.
Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville

Site :Public Works Complex

Area: Public Works Complex

Meter: Public Works Electric

Unit: Dmd On-pk (kW)

Account:
1425300

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|------------|--------------------------|------------|-----------|------------|----------|------------|--------------------|
| 6/10/2010 | 7/9/2010 | 30 | 95 | <input type="checkbox"/> | 0 | 21 | 1 | -5 | 95 | 0.0% |
| 7/10/2010 | 8/9/2010 | 31 | 94 | <input type="checkbox"/> | 0 | 21 | 1 | -6 | 94 | 0.0% |
| 8/10/2010 | 9/9/2010 | 31 | 99 | <input type="checkbox"/> | 0 | 18 | 1 | 6 | 99 | 0.0% |
| 9/10/2010 | 10/8/2010 | 29 | 88 | <input type="checkbox"/> | 2 | 10 | 1 | 11 | 88 | 0.0% |
| 10/9/2010 | 11/8/2010 | 31 | 83 | <input type="checkbox"/> | 7 | 4 | 1 | 20 | 83 | 0.0% |
| 11/9/2010 | 12/9/2010 | 31 | 56 | <input type="checkbox"/> | 19 | 0 | 1 | 0 | 56 | 0.0% |
| 12/10/201 | 1/10/2011 | 32 | 42 | <input type="checkbox"/> | 31 | 0 | 1 | -12 | 42 | 0.0% |
| 1/11/2011 | 2/8/2011 | 29 | 42 | <input type="checkbox"/> | 27 | 0 | 1 | -13 | 42 | 0.0% |
| 2/9/2011 | 3/9/2011 | 29 | 54 | <input type="checkbox"/> | 17 | 1 | 1 | -2 | 54 | 0.0% |
| 3/10/2011 | 4/8/2011 | 30 | 62 | <input type="checkbox"/> | 12 | 1 | 1 | 4 | 62 | 0.0% |
| 4/9/2011 | 5/9/2011 | 31 | 69 | <input type="checkbox"/> | 4 | 5 | 1 | 4 | 69 | 0.0% |
| 5/10/2011 | 6/9/2011 | 31 | 76 | <input type="checkbox"/> | 0 | 13 | 1 | -7 | 76 | 0.0% |
| Total or Average | | 365 | 860 | | 119 | 94 | 1 | 0 | 860 | 0.0% ± 0.0% |

Public Works Electric (Account # 1425300): Tuning Period is 365 days from 6/10/2010 until 6/9/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (kW)} = 54.88 + 2.1601 \times \text{CDD/day} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.779

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

(empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression.
HDD/day=Heating Degree-Days per day calculated for GREENVILLE, NC for a 65.0°F balance point.
CDD/day=Cooling Degree-Days per day calculated for GREENVILLE, NC for a 60.0°F balance point.
Periods under 0.0°F-days/day are excluded from regression, but are still used in applying the Baseline Equation.
Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville

Site :Public Works Complex

Area: Public Works Complex

Meter: Public Works Gas

Unit: Qty On-pk (CCF)

Account:
1425900

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|---------------|--------------------------|--------------|--------------|------------|-------------|---------------|---------------|
| 6/10/2010 | 7/9/2010 | 30 | 30 | <input type="checkbox"/> | 0 | 468 | 1 | 74 | 30 | 0.0% |
| 7/10/2010 | 8/9/2010 | 31 | 30 | <input type="checkbox"/> | 0 | 498 | 1 | 75 | 30 | 0.0% |
| 8/10/2010 | 9/9/2010 | 31 | 10 | <input type="checkbox"/> | 0 | 396 | 1 | 55 | 10 | 0.0% |
| 9/10/2010 | 10/8/2010 | 29 | 149 | <input type="checkbox"/> | 13 | 182 | 1 | 37 | 149 | 0.0% |
| 10/9/2010 | 11/8/2010 | 31 | 537 | <input type="checkbox"/> | 128 | 53 | 1 | 1,000 | 537 | 0.0% |
| 11/9/2010 | 12/9/2010 | 31 | 3,964 | <input type="checkbox"/> | 440 | 0 | 1 | 1,430 | 3,964 | 0.0% |
| 12/10/2010 | 1/10/2011 | 32 | 9,418 | <input type="checkbox"/> | 821 | 0 | 1 | -679 | 9,418 | 0.0% |
| 1/11/2011 | 2/8/2011 | 29 | 8,585 | <input type="checkbox"/> | 631 | 0 | 1 | 826 | 8,585 | 0.0% |
| 2/9/2011 | 3/9/2011 | 29 | 5,803 | <input type="checkbox"/> | 370 | 5 | 1 | 1,271 | 5,803 | 0.0% |
| 3/10/2011 | 4/8/2011 | 30 | 3,490 | <input type="checkbox"/> | 238 | 10 | 1 | 592 | 3,490 | 0.0% |
| 4/9/2011 | 5/9/2011 | 31 | 303 | <input type="checkbox"/> | 37 | 68 | 1 | -109 | 303 | 0.0% |
| 5/10/2011 | 6/9/2011 | 31 | 51 | <input type="checkbox"/> | 0 | 253 | 1 | 96 | 51 | 0.0% |
| Total or Average | | 365 | 32,370 | | 2,678 | 1,933 | 1 | -192 | 32,370 | 0.0% ± |

Public Works Gas (Account # 1425900): Tuning Period is 365 days from 6/10/2010 until 6/9/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (CCF)} = -1.47 \times \text{\#Days} + 12.3631 \times \text{HtgDD} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.955

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

- (empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression.
- HtgDD=Heating Degree-Days calculated for GREENVILLE, NC for a 60.0°F balance point. Periods under 0.0°F-days/day are excluded from regression, but are still used in applying the Baseline Equation.
- ClgDD=Cooling Degree-Days calculated for GREENVILLE, NC for a 65.0°F balance point.
- Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville
 Meter: Jaycee Park Electric
 Site :Jaycee Park Building
 Area: Jaycee Park Building
 Account: 2499100
 Unit: Qty On-pk (kWh)

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|----------------|--------------------------|--------------|--------------|------------|-------------|----------------|---------------|
| 5/25/2010 | 6/24/2010 | 31 | 19,080 | <input type="checkbox"/> | 0 | 432 | 1 | -324 | 19,080 | 0.0% |
| 6/25/2010 | 7/23/2010 | 29 | 19,280 | <input type="checkbox"/> | 0 | 451 | 1 | -58 | 19,280 | 0.0% |
| 7/24/2010 | 8/23/2010 | 31 | 20,960 | <input type="checkbox"/> | 0 | 483 | 1 | 265 | 20,960 | 0.0% |
| 8/24/2010 | 9/24/2010 | 32 | 17,000 | <input type="checkbox"/> | 1 | 304 | 1 | 563 | 17,000 | 0.0% |
| 9/25/2010 | 10/25/201 | 31 | 10,040 | <input type="checkbox"/> | 106 | 71 | 1 | -237 | 10,040 | 0.0% |
| 10/26/201 | 11/23/201 | 29 | 8,440 | <input type="checkbox"/> | 356 | 32 | 1 | -290 | 8,440 | 0.0% |
| 11/24/201 | 12/22/201 | 29 | 9,560 | <input type="checkbox"/> | 805 | 0 | 1 | 1,627 | 9,560 | 0.0% |
| 12/23/201 | 1/25/2011 | 34 | 8,400 | <input type="checkbox"/> | 1,023 | 0 | 1 | -900 | 8,400 | 0.0% |
| 1/26/2011 | 2/22/2011 | 28 | 8,680 | <input type="checkbox"/> | 578 | 1 | 1 | 996 | 8,680 | 0.0% |
| 2/23/2011 | 3/23/2011 | 29 | 8,160 | <input type="checkbox"/> | 366 | 11 | 1 | -39 | 8,160 | 0.0% |
| | | | | | | | | - | | |
| 3/24/2011 | 4/26/2011 | 34 | 8,680 | <input type="checkbox"/> | 296 | 51 | 1 | 1,899 | 8,680 | 0.0% |
| 4/27/2011 | 5/25/2011 | 29 | 10,120 | <input type="checkbox"/> | 60 | 91 | 1 | -117 | 10,120 | 0.0% |
| Total or Average | | 366 | 148,400 | | 3,591 | 1,927 | 1 | -413 | 148,400 | 0.0% ± |

Jaycee Park Electric (Account # 2499100): Tuning Period is 366 days from 5/25/2010 until 5/25/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (kWh)} = 273.54 \times \text{\#Days} + 25.3170 \times \text{ClgDD} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.970

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

- (empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression.
- HtgDD=Heating Degree-Days calculated for GREENVILLE, NC for a 65.0°F balance point.
- ClgDD=Cooling Degree-Days calculated for GREENVILLE, NC for a 65.0°F balance point. Periods under 0.0°F-days/day are excluded from regression, but are still used in applying the Baseline Equation.
- Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville

Site :Jaycee Park
Building

Area: Jaycee Park Building

Meter: Jaycee Park
Electric

Unit: Dmd On-pk (kW)

Account:
2499100

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|------------|--------------------------|------------|-----------|------------|-----------|------------|--------------------|
| 5/25/2010 | 6/24/2010 | 31 | 71 | <input type="checkbox"/> | 0 | 14 | 1 | -4 | 71 | 0.0% |
| 6/25/2010 | 7/23/2010 | 29 | 79 | <input type="checkbox"/> | 0 | 16 | 1 | 0 | 79 | 0.0% |
| 7/24/2010 | 8/23/2010 | 31 | 81 | <input type="checkbox"/> | 0 | 16 | 1 | 2 | 81 | 0.0% |
| 8/24/2010 | 9/24/2010 | 32 | 63 | <input type="checkbox"/> | 0 | 9 | 1 | 0 | 63 | 0.0% |
| 9/25/2010 | 10/25/201 | 31 | 55 | <input type="checkbox"/> | 3 | 2 | 1 | 12 | 55 | 0.0% |
| 10/26/201 | 11/23/201 | 29 | 48 | <input type="checkbox"/> | 12 | 1 | 1 | 8 | 48 | 0.0% |
| 11/24/201 | 12/22/201 | 29 | 34 | <input type="checkbox"/> | 28 | 0 | 1 | -3 | 34 | 0.0% |
| 12/23/201 | 1/25/2011 | 34 | 35 | <input type="checkbox"/> | 30 | 0 | 1 | -2 | 35 | 0.0% |
| 1/26/2011 | 2/22/2011 | 28 | 31 | <input type="checkbox"/> | 21 | 0 | 1 | -6 | 31 | 0.0% |
| 2/23/2011 | 3/23/2011 | 29 | 32 | <input type="checkbox"/> | 13 | 0 | 1 | -6 | 32 | 0.0% |
| 3/24/2011 | 4/26/2011 | 34 | 40 | <input type="checkbox"/> | 9 | 1 | 1 | -1 | 40 | 0.0% |
| 4/27/2011 | 5/25/2011 | 29 | 44 | <input type="checkbox"/> | 2 | 3 | 1 | -1 | 44 | 0.0% |
| Total or Average | | 366 | 613 | | 118 | 62 | 1 | -1 | 613 | 0.0% ± 0.0% |

Jaycee Park Electric (Account # 2499100): Tuning Period is 366 days from 5/25/2010 until 5/25/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (kW)} = 36.61 + 2.7321 \times \text{CDD/day} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.917

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

(empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression.
HDD/day=Heating Degree-Days per day calculated for GREENVILLE, NC for a 65.0°F balance point.
CDD/day=Cooling Degree-Days per day calculated for GREENVILLE, NC for a 65.0°F balance point.
Periods under 0.0°F-days/day are excluded from regression, but are still used in applying the Baseline Equation.
Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

Meter Tuning Summary

Project :City of Greenville

Site :Jaycee Park
Building

Area: Jaycee Park Building

Meter: Jaycee Park Gas

Unit: Qty On-pk (CCF)

Account:
6634701

| From | To | # Days | Reading | Incl? | HtgDD | ClgDD | Multiplier | Offset | Baseline | Deviation |
|-------------------------|-----------|------------|--------------|--------------------------|--------------|--------------|------------|------------|--------------|--------------------|
| 5/25/2010 | 6/24/2010 | 31 | 0 | <input type="checkbox"/> | 0 | 432 | 1 | 62 | 0 | 0.0% |
| 6/25/2010 | 7/23/2010 | 29 | 0 | <input type="checkbox"/> | 0 | 451 | 1 | 58 | 0 | 0.0% |
| 7/24/2010 | 8/23/2010 | 31 | 0 | <input type="checkbox"/> | 0 | 483 | 1 | 62 | 0 | 0.0% |
| 8/24/2010 | 9/24/2010 | 32 | 1 | <input type="checkbox"/> | 1 | 304 | 1 | 64 | 1 | 0.0% |
| 9/25/2010 | 10/25/201 | 31 | 61 | <input type="checkbox"/> | 106 | 71 | 1 | -70 | 61 | 0.0% |
| 10/26/201 | 11/23/201 | 29 | 356 | <input type="checkbox"/> | 356 | 32 | 1 | -237 | 356 | 0.0% |
| 11/24/201 | 12/22/201 | 29 | 1,379 | <input type="checkbox"/> | 805 | 0 | 1 | -35 | 1,379 | 0.0% |
| 12/23/201 | 1/25/2011 | 34 | 1,767 | <input type="checkbox"/> | 1,023 | 0 | 1 | -35 | 1,767 | 0.0% |
| 1/26/2011 | 2/22/2011 | 28 | 1,325 | <input type="checkbox"/> | 578 | 1 | 1 | 324 | 1,325 | 0.0% |
| 2/23/2011 | 3/23/2011 | 29 | 524 | <input type="checkbox"/> | 366 | 11 | 1 | -86 | 524 | 0.0% |
| 3/24/2011 | 4/26/2011 | 34 | 371 | <input type="checkbox"/> | 296 | 51 | 1 | -102 | 371 | 0.0% |
| 4/27/2011 | 5/25/2011 | 29 | 25 | <input type="checkbox"/> | 60 | 91 | 1 | -26 | 25 | 0.0% |
| Total or Average | | 366 | 5,809 | | 3,591 | 1,927 | 1 | -21 | 5,809 | 0.0% ± 0.0% |

Jaycee Park Gas (Account # 6634701): Tuning Period is 366 days from 5/25/2010 until 5/25/2011

Below is the equation used to calculate the Baseline values for the tuning period and all future periods:

$$\text{Baseline (CCF)} = -2.01 \times \text{\#Days} + 1.8295 \times \text{HtgDD} + \text{Offset}$$

This Baseline Equation has a Net Mean Bias of 0.0% and a Monthly Mean Error of ±0.0%. The underlying regression has a R²=0.949

Baseline Costs are calculated using Rate Tariff documented in separate attachment

Explanations and Assumptions:

(empty checkbox) under 'Incl?' indicates that the bill is excluded from the regression. However the Baseline Equation is always applied for all billing periods, even those excluded from the regression. HtgDD=Heating Degree-Days calculated for GREENVILLE, NC for a 65.0°F balance point. Periods under 0.0°F-days/day are excluded from regression, but are still used in applying the Baseline Equation. ClgDD=Cooling Degree-Days calculated for GREENVILLE, NC for a 65.0°F balance point. Offset is derived from Modification(s) in effect during the tuning period and is replicated annually for all future periods.

E. Cost Savings Calculations

Provided below are the methods and equations used to determine the cost savings associated with this particular methodology.

Cost Savings are calculated as the difference between the baseline and Performance Period energy costs using the utility rates as defined in Schedule D, Energy, Water, and O&M Rate Data. The applicable utility rates will be applied to the baseline and Performance Period energy use for the accounts in Paragraph A. Equation 5 will be used to compute the total cost savings for each Guarantee Year.

Equation 5 – Total Cost Savings

$$\$_{save} = \sum_{i=1}^n \left[\sum_{k=1}^q (\$_{Baseline} - \$_{Performance})_k \right]_i$$

Where,

$\$_{save}$ = Guarantee year cost savings

$\$_{Baseline}$ = Billing period k baseline utility cost for account i

$\$_{Performance}$ = Billing period k performance period utility cost for account i

n = Total number of accounts

q = Total number of billing periods for account i

OPTION A – LIGHTING EFFICIENCY AND CONTROLS

A. Overview of M&V Plan, and Savings Calculation

B. Energy Savings Calculations

C. Key Parameter Measurement Strategy

D. Parameter Estimates

E. Cost Savings Calculations

F. Performance Period Validation Activities

A. Overview of M&V Plan, and Savings Calculation

Savings in this section are determined by using an “Option A: Retrofit Isolation – Key Parameter Measurement” approach as described in the International Performance Measurement & Verification Protocol (IPMVP Volume I, EVO 10000-1:2010). The remainder of this section describes the energy savings calculations, key parameter measurements that will be conducted, parameters that will be estimated and those values, and how cost savings will be calculated. The energy and cost savings that are determined using this approach will be the annual savings values used for each year of the Performance Period.

B. Energy Savings Calculations

Provided within this section is an explanation of the calculations that will be used to perform energy savings calculations for this verification method.

Equations and Analysis of Energy Savings

Lighting Energy Savings

The lighting electrical consumption saved for each retrofit is the difference of the pre-retrofit electrical consumption and the post-retrofit electrical consumption. For both the pre-retrofit and post-retrofit lighting configurations, the electrical consumption is the product of the quantity of fixtures, the measured power for that fixture type, the percent of lamps that aren’t burned out, and the measured burn hours for that lighting use type. The equation below will be used to determine the lighting electrical consumption savings.

$$A = \sum_{i=1}^n [(B_i \times C_i \times D_i \times (100\% - N_i)) - (B_i \times F_i \times G_i)]$$

Where:

A = Total lighting consumption savings (kWh)

B_i = Quantity of fixtures for retrofit i

C_i = Pre-retrofit power for fixture type i (kW)

D_i = Pre-retrofit runtime for retrofit i (hours)

F_i = Post-retrofit power for fixture type i (kW)

G_i = Post-retrofit runtime for retrofit i (hours)

N_i = Pre-retrofit percent of lamps that are burned out for retrofit i

Peak Demand Savings

The lighting peak demand saved each month for each retrofit is the difference of the pre-retrofit and post-retrofit power. For both the pre-retrofit and post-retrofit lighting configurations, the peak electrical demand is the product of the quantity of fixtures, the measured power for that fixture type, the percent of lamps that aren’t burned out, and the stipulated demand diversity factor for those fixtures. The equation below

will be used to determine the lighting peak demand savings.

$$H = \sum_{i=1}^n [(B_i \times C_i \times J_i \times (100\% - N_i)) - (B_i \times F_i \times K_i)]$$

Where:

- H = Total lighting peak demand savings (kW)
- B_i = Quantity of fixtures for retrofit i
- C_i = Pre-retrofit power for fixture type i (kW)
- J_i = Pre-retrofit demand diversity factor for retrofit i
- F_i = Post-retrofit power for fixture type i (kW)
- K_i = Post-retrofit demand diversity factor for retrofit i
- N_i = Pre-retrofit percent of lamps that are burned out for retrofit i

Electrical and Natural Gas HVAC Impact

The electrical and natural gas savings (or losses) caused by the changing heat load in the buildings is computed as the product of the applicable kWh/kWh, kW/kW, Therms/kWh, or Gal/kWh factor for each retrofit and the lighting energy/demand savings computed above.

The natural gas losses for the Public Works lighting ECM at buildings B – F will be captured by the Option C gas meter and thus will not be calculated separately.

C. Key Parameter Measurement Strategy

This section outlines the measurements that will be conducted to determine the measured values in the equations provided above in Paragraph B. For this lighting project, the key parameters that will be measured are the power consumption of each fixture type and the burn hours for each occupancy type. Measurement and documentation strategies for each project phase are outlined below.

Pre-Implementation Measurements and Documentation

Power measurements (C_i) will be taken on a sample set of each baseline fixture type in those buildings utilizing Option A for the lighting ECM to determine the average power use for each fixture type. At least eight (8) measurements will be taken for each fixture type (unless fewer exist). Measurements will continue to be taken for a given fixture type until the 90% confidence interval for the true population mean spans no more than 10% above and below the mean of the sample (or until all fixtures have been measured). The mean of this sample set will be treated as the power consumption for that fixture type for all savings calculations. The table below lists each fixture type to be measured, the total quantity of that fixture type, and the minimum amount to be measured prior to removing the fixtures to implement the retrofit.

| Fixture Code | Fixture Quantity | Minimum Sample | Connected Load | |
|--------------|------------------|----------------|----------------|------------|
| | | | KW | % total KW |
| 1500MH | 26 | 8 | 42.1 | 16% |
| 400MH | 85 | 8 | 38.9 | 15% |
| 44EE | 215 | 8 | 31.0 | 12% |
| 44T5HO | 97 | 8 | 23.4 | 9% |
| 250MH | 50 | 8 | 14.8 | 6% |
| 24EE | 198 | 8 | 14.3 | 5% |
| 250S | 44 | 8 | 13.0 | 5% |
| 24T8 | 159 | 8 | 9.4 | 4% |

| | | | | |
|----|------------|-----------|--------------|------------|
| 65 | 125 | 8 | 8.1 | 3% |
| | 999 | 72 | 194.9 | 75% |

The ratio of measured power consumption to estimated will be calculated for the sum of all measured fixture types and that ratio applied to the estimated power consumption for non-measured fixture types. This will be used as the actual pre-retrofit power consumption for that fixture type for all savings calculations.

Lighting loggers and occupancy sensors were utilized to determine the baseline and Performance Period burn hours. The lighting loggers were used to calculate the preliminary baseline burn hours that were used as inputs to the building models. The model results were then extrapolated to determine final baseline hours (D_i). The occupancy sensors determine the necessary operation of the lighting fixtures to meet the lighting needs. Those annual hours are the Performance Period burn hours (G_i). The table in paragraph D below contains the annual baseline and Performance Period burn hours. No additional measurements of burn hours or occupancy will be taken during the Performance Period.

Post-Implementation Measurements and Documentation

Power measurements (F_i) will be taken on a sample set of each Performance Period fixture type to determine the average power use for each fixture type. At least eight (8) measurements will be taken for each fixture type (unless fewer exist). Measurements will continue to be taken for a given fixture type until the 90% confidence interval for the true population mean spans no more than 10% above and below the mean of the sample (or until all fixtures have been measured). The mean of this sample set will be treated as the power consumption for that fixture type for all savings calculations. The preferred locations for measurements for the new retrofit types will be locations where some previous measurement was taken. The number of post-retrofit samples measured is independent from the number of pre-retrofit samples taken. These measurements are taken to determine the average power use of each fixture type, not the reduction of power use in any specific locations. All measurements will be taken using the same equipment and will be calibrated. The table below lists each fixture type to be measured, the total quantity of that fixture type, and the minimum amount to be measured during the post-implementation period.

| Fixture Code | Fixture Quantity | Minimum Sample | Connected Load | |
|--------------------|------------------|----------------|----------------|------------|
| | | | KW | % total KW |
| L44T5HO | 97 | 8 | 23.4 | 22% |
| LB24HPDL | 220 | 8 | 13.2 | 12% |
| NF29-43HO | 64 | 8 | 11.6 | 11% |
| LB24LP | 275 | 8 | 10.7 | 10% |
| NF28-46HO-OS | 27 | 8 | 9.8 | 9% |
| NF28-44HO-OS | 26 | 8 | 6.3 | 6% |
| SP-LED SHOEBOX-400 | 38 | 8 | 5.5 | 5% |
| NF30-44HO | 12 | 8 | 2.9 | 3% |
| | 759 | 64 | 83.43 | 77% |

The ratio of measured power consumption to estimated will be calculated for the sum of all measured fixture types and that ratio applied to the estimated power consumption for non-measured fixture types. This will be used as the actual post-retrofit power consumption for that fixture type for all savings calculations.

Performance Period Measurements and Documentation

No additional measurements will be taken during the Performance Period of this M&V strategy. Periodic surveys of replacement supplies will be performed.

D. Parameter Estimates

Of the parameters identified under the equations for energy savings in Section B, several of the parameters are estimates, and will not be measured during any period of the project. Of the variables identified, the parameters that will be estimated for this particular ECM and M&V strategy include: burn hours (for fixtures without occupancy sensors), demand diversity factors, burnout rates, and electrical and natural gas HVAC impact. All estimated parameters are listed below.

| Building | Area Description | Fixture Type | | Quantity (B _i) | | Burn Hours | | Demand % | | Burnout % (N _i) | KWH/ KWH | KW/ KW | Therms/ KWH | Gal/ KWH |
|-------------------|--------------------------------------|--------------|---------------------|----------------------------|------|-----------------------|------------------------|-----------------------|------------------------|-----------------------------|----------|--------|-------------|----------|
| | | Pre | Post | Pre | Post | Pre (D _i) | Post (G _i) | Pre (J _i) | Post (K _i) | | | | | |
| 5th Street Police | CORRIDOR | 60X2 | CF13X2 | 2 | 2 | 3,956 | 3,956 | 100% | 100% | 0% | -0.0197 | N/A | N/A | N/A |
| 5th Street Police | GARAGE | 28SLSE | LB24HP-STP | 4 | 4 | 1,507 | 1,507 | 100% | 100% | 0% | -0.0197 | N/A | N/A | N/A |
| 5th Street Police | LOCKER AREA | 60X2 | CF13X2 | 1 | 1 | 3,956 | 3,956 | 100% | 100% | 0% | -0.0197 | N/A | N/A | N/A |
| 5th Street Police | TOILET | 40X4 | CF9G25X4 | 1 | 1 | 2,822 | 2,822 | 100% | 100% | 0% | -0.0197 | N/A | N/A | N/A |
| 5th Street Police | TOILET | 65 | CF18R30 | 1 | 1 | 2,822 | 2,822 | 100% | 100% | 0% | -0.0197 | N/A | N/A | N/A |
| 5th Street Police | TOILET #2 | 40X6 | CF9G25X6 | 1 | 1 | 2,822 | 2,822 | 100% | 100% | 0% | -0.0197 | N/A | N/A | N/A |
| Bradford Creek | BREAK ROOM | 28SLSE | LB24HP-STP | 2 | 2 | 1,815 | 1,271 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | CARD ROOM | 65 | CF18R30 | 12 | 12 | 339 | 339 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | COPY ROOM | 24EE | LB24LP | 1 | 1 | 837 | 837 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | CORRIDOR | 65 | CF18R30 | 3 | 3 | 339 | 339 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | CORRIDOR | 65 | CF18R30 | 3 | 3 | 1,359 | 1,359 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | CORRIDOR | 65 | CF18R30 | 3 | 3 | 1,359 | 1,359 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | DINING ROOM | 65 | CF18R30 | 22 | 22 | 339 | 339 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | EXTERIOR - BUILDING MOUNTED | 250MH | SP-LED WALLPACK-250 | 7 | 7 | 2,091 | 2,091 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | EXTERIOR - BUILDING MOUNTED LANTERNS | 40X4 | LED3WX4 | 6 | 6 | 2,091 | 2,091 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | EXTERIOR - RECESSED IN CANOPY | 65 | CF18R30 | 40 | 40 | 2,091 | 2,091 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | KITCHEN | 44EE | LB24HPDL | 4 | 4 | 1,884 | 1,131 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | MAINT SHED | 400MH | NF29-44HO-OS | 6 | 6 | 1,114 | 947 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | MECH | 24EE | LB24LP | 1 | 1 | 1,114 | 1,114 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | MENS TOILET | 24EE | LB24LP | 2 | 2 | 4,077 | 4,077 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | MENS TOILET | 60X6 | CF13X6 | 1 | 1 | 4,077 | 4,077 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | MOWER SHED | 28SLSE | LB24HP-STP | 15 | 15 | 1,114 | 780 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | OFFICE | 24EE | LB24LP | 1 | 1 | 339 | 339 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | OFFICE | 44EE | LB24LP | 2 | 2 | 339 | 237 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | OFFICE | 65 | CF18R30 | 5 | 5 | 1,815 | 1,815 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | OFFICE | 28SLSE | LB24HP-STP | 2 | 2 | 1,815 | 1,271 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | OFFICE | 44EE | LB24HPDL | 4 | 4 | 1,114 | 780 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | SNACK BAR | 65 | CF18R30 | 4 | 4 | 1,815 | 1,815 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |

| | | | | | | | | | | | | | | |
|-----------------|----------------------------|-------------|-----------------------|----|----|-------|-------|------|------|----|--------|--------|---------|---------|
| Bradford Creek | STORAGE | 44EE | LB24HPDL | 2 | 2 | 2,363 | 1,418 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | STORAGE | 44EE | LB24HPDL | 1 | 1 | 2,363 | 2,363 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | STORAGE | 100 | CF23 | 1 | 1 | 523 | 523 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | STORE | 65 | CF18R30 | 17 | 17 | 1,815 | 1,815 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | TOILET | 24EE | LB24LP | 1 | 1 | 1,359 | 1,359 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | TOILET | 24EE | LB24LP | 1 | 1 | 1,359 | 1,359 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | Unnamed Area | 28SLSE | LB24HP-STP | 5 | 5 | 1,114 | 1,114 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Bradford Creek | WOMENS TOILET | 24EE | LB24LP | 3 | 3 | 4,077 | 4,077 | 100% | 100% | 0% | 0.1160 | 0.2149 | N/A | -0.0111 |
| Elm St Rec Cntr | BOILER ROOM | 44EE | LB24HPDL | 1 | 1 | 810 | 810 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | CONCESSION STAND | 44EE | LB24HPDL | 3 | 3 | 1,012 | 1,012 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | CORRIDOR | 24UEE | LB22REF | 1 | 1 | 877 | 877 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | CORRIDOR | 24UEE | LB22REF | 1 | 1 | 877 | 877 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | EXTERIOR - PARKING/ROADWAY | 250S | SP-LED SHOEBOX-250 | 7 | 7 | 1,350 | 1,350 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | EXTERIOR - TENNIS | 400MH | SP-LED SHOEBOX-400 | 38 | 38 | 304 | 304 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | MENS TOILET | 44EE | LB24HPDL | 2 | 2 | 1,117 | 559 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | MENS TOILET | 24T8 | LB24 | 2 | 2 | 1,117 | 1,117 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | OFFICE | 44EE | LB24HPDL | 2 | 2 | 1,012 | 1,012 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | OPEN ROOM | 44EE | LB24HPDL | 15 | 15 | 1,012 | 911 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | SNACK BAR | 24T8 | LB24 | 3 | 3 | 1,012 | 1,012 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | STORAGE | 44EE | LB24HPDL | 1 | 1 | 337 | 337 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | STORAGE | 24T8 | LB24 | 3 | 3 | 337 | 337 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | WOMENS TOILET | 44EE | LB24HPDL | 2 | 2 | 1,117 | 559 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | WOMENS TOILET | 24T8 | LB24 | 2 | 2 | 1,117 | 1,117 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Elm St Rec Cntr | | EXIT PL7 | NF1-BATT | 3 | 3 | 2,956 | 2,956 | 100% | 100% | 0% | 0.1612 | 0.2000 | -0.0154 | N/A |
| Epps Rec Cntr | BOILER ROOM | 24T8 | LB24LP | 2 | 2 | 2,383 | 2,383 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | BOYS TOILET | 24T8 | LB24LP | 1 | 1 | 3,597 | 3,597 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | BOYS TOILET | 34T8 | LB24LPDL | 2 | 2 | 3,597 | 3,597 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | BOYS TOILET | PL32X2 | L2X26TRT | 1 | 1 | 3,597 | 3,597 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | CLASSROOM | 24EE | LB24LP | 3 | 3 | 516 | 516 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | CLASSROOM | 24EE | LB24LP | 6 | 6 | 516 | 516 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | CLASSROOM | 24EE | LB24LP | 4 | 4 | 516 | 516 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |

| | | | | | | | | | | | | | | |
|---------------|-----------------------------|--------|----------------------------|----|----|-------|-------|------|------|----|--------|--------|---------|-----|
| Epps Rec Cntr | CONCESSION | 24EE | LB24LP | 12 | 12 | 1,533 | 1,533 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | CONCESSION (OUTSIDE) | 24EE | LB24LP | 8 | 8 | 1,533 | 1,533 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | CORRIDOR | 24EE | LB24LP | 5 | 5 | 2,581 | 2,581 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | CORRIDOR | 24EE | LB24LP | 1 | 1 | 2,581 | 2,581 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | CORRIDOR | 24EE | LB24LP | 1 | 1 | 2,581 | 2,581 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | EXTERIOR - BUILDING MOUNTED | 100 | CF23 | 2 | 2 | 3,971 | 3,971 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | EXTERIOR - BUILDING MOUNTED | 100MH | SP-LED WALLPACK- 100 | 9 | 9 | 3,971 | 3,971 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | GIRLS TOILET | 24T8 | LB24LP | 1 | 1 | 3,597 | 3,597 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | GIRLS TOILET | 34T8 | LB24LPDL | 3 | 3 | 3,597 | 3,597 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | GIRLS TOILET | PL32X2 | L2X26TRT | 1 | 1 | 3,597 | 3,597 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | GYM | 44T5HO | L44T5HO | 35 | 35 | 3,273 | 3,273 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | HIGH SCHOOL ROOM | 24T8 | LB24LP | 5 | 5 | 1,533 | 1,533 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | HIGH SCHOOL ROOM | 24T8 | LB24LP | 3 | 3 | 1,533 | 1,533 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | HIGH SCHOOL ROOM | 24T8 | LB24LP | 4 | 4 | 1,533 | 1,533 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | JANITOR CLOSET | 24T8 | LB24LP | 1 | 1 | 298 | 298 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | KITCHEN | 44EE | LB24HPDL | 2 | 2 | 1,787 | 1,787 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | LOBBY | PL32X2 | L2X26TRT | 4 | 4 | 2,581 | 2,581 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | MECH | 34T8 | LB34LP | 1 | 1 | 2,383 | 2,383 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | MENS TOILET | 24EE | LB24LP | 1 | 1 | 3,597 | 3,597 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | MULTIPURPOSE ROOM | 38HOSE | CR84 | 12 | 12 | 2,658 | 2,658 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | OFFICE | 34T8 | LB34LP | 2 | 2 | 310 | 310 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | OFFICE | 44EE | LB24HPDL | 2 | 2 | 1,533 | 1,533 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | REC ROOM | 24EE | LB24LP | 11 | 11 | 1,533 | 1,533 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | SNACK BAR | 24EE | LB24LP | 2 | 2 | 1,533 | 1,533 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | STORAGE | 34T8 | LB34LP | 1 | 1 | 993 | 993 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | STORAGE | 24EE | LB24LP | 1 | 1 | 993 | 993 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | STORAGE | 60 | CF13 | 1 | 1 | 496 | 496 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | STORAGE | 24EE | LB24LP | 1 | 1 | 993 | 993 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | WEIGHT ROOM | 24EE | LB24LP | 7 | 7 | 1,533 | 1,533 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Epps Rec Cntr | WOMENS TOILET | 24EE | LB24LP | 2 | 2 | 3,597 | 3,597 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |

| | | | | | | | | | | | | | | |
|-----------------------|-----------------------------|-------------|----------------------------|----|----|-------|-------|------|------|----|--------|---------|---------|-----|
| Epps Rec Cntr | | 34T8 | LB24LPDL | 5 | 5 | 2,581 | 2,581 | 100% | 100% | 0% | 0.1421 | 0.1752 | -0.0164 | N/A |
| Evans Park | ABOVE COUNTER | 14T8 | LB14 | 3 | 3 | 374 | 374 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | MENS TOILET | 24UT8 | LB22REF | 5 | 5 | 1,813 | 906 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | MENS TOILET | 14T8 | LB14 | 2 | 2 | 1,813 | 1,813 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | MENS TOILET | 24T8 | LB24LP | 2 | 2 | 1,813 | 906 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | MENS TOILET | 44T8 | LB24HPDL | 2 | 2 | 1,813 | 1,813 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | STAFF | 24T8 | LB24 | 4 | 4 | 375 | 375 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | STORAGE | 44T8 | LB24DL | 2 | 2 | 3,740 | 2,244 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | STORAGE | 44T8 | LB24DL | 1 | 1 | 3,740 | 2,244 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | TOILET | 24UT8 | LB22REF | 2 | 2 | 1,813 | 1,813 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | TOILET | 24UT8 | LB22REF | 2 | 2 | 1,813 | 1,813 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | WOMENS TOILET | 24UT8 | LB22REF | 5 | 5 | 1,813 | 906 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | WOMENS TOILET | 14T8 | LB14 | 2 | 2 | 1,813 | 1,813 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | WOMENS TOILET | 24T8 | LB24LP | 2 | 2 | 1,813 | 906 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | WOMENS TOILET | 44T8 | LB24HPDL | 2 | 2 | 1,813 | 1,813 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Evans Park | | 24UT8 | LB22REF | 4 | 4 | 374 | 374 | 100% | 100% | 0% | 0.1115 | 3.7323 | -0.0221 | N/A |
| Gardner Trn Cntr | CORRIDOR | 60 | CF13 | 2 | 2 | 2,261 | 2,261 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Gardner Trn Cntr | EXTERIOR - BUILDING MOUNTED | 100MH | SP-LED WALLPACK- 100 | 2 | 2 | 3,478 | 3,478 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Gardner Trn Cntr | EXTERIOR - BUILDING MOUNTED | 100 | CF23 | 2 | 2 | 3,478 | 3,478 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Gardner Trn Cntr | OFFICE | 44EE | LB24HPDL | 4 | 4 | 870 | 696 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Gardner Trn Cntr | OFFICE | 44EE | LB24HPDL | 6 | 6 | 870 | 696 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Gardner Trn Cntr | OPEN ROOM | 44EE | LB24HPDL | 15 | 15 | 870 | 609 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Gardner Trn Cntr | STORAGE | 100 | CF23 | 1 | 1 | 870 | 870 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Gardner Trn Cntr | TOILET | 100X2 | CF23X2 | 1 | 1 | 2,261 | 2,261 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Gardner Trn Cntr | TOILET | 100 | CF23 | 1 | 1 | 2,261 | 2,261 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Gardner Trn Cntr | TOILET | 100 | CF23 | 1 | 1 | 2,261 | 2,261 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Gardner Trn Cntr | TOILET | 100 | CF23 | 2 | 2 | 2,261 | 2,261 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Gardner Trn Cntr | | 65 | CF23-DIMR40 | 10 | 10 | 870 | 609 | 100% | 100% | 0% | 0.1320 | 0.1304 | -0.0152 | N/A |
| Grenville Aquatics | AEROBICS B | 24UEE | LB32REF | 12 | 12 | 1,196 | 1,196 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | AEROBICS ROOM | 44EE I/O | LB24HPDL | 9 | 9 | 1,196 | 1,196 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |

| | | | | | | | | | | | | | | |
|--------------------|-----------------------------|----------|---------------------|----|----|-------|---------|------|------|----|--------|---------|---------|-----|
| Grenville Aquatics | CORRIDOR | 24UEE | LB22REF | 12 | 12 | 2,361 | 2,361 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | CORRIDOR | 75 | CF18 | 6 | 6 | 2,361 | 2,361 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | CORRIDOR | 24UEE | LB22REF | 1 | 1 | 2,361 | 2,361 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | CORRIDOR | 24T8 | LB24LP | 6 | 6 | 2,361 | 2,361 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | CORRIDOR AT LOOKERS | 24EE | LB24LP | 5 | 5 | 2,361 | 2,361 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | DAY CARE | 44T8 | LB44 | 6 | 6 | 2,172 | 2,172 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | DAY CARE | 44T8 | LB44 | 2 | 2 | 2,172 | 2,172 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | EXTERIOR - BUILDING MOUNTED | 175MH | SP-LED WALLPACK-100 | 1 | 1 | 3,633 | 3,633 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | FITNESS ROOM | 250MH | NF29-43HO-ARCH | 12 | 12 | 4,250 | 3,613 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | GIRLS LOCKER ROOM | 24T8 | LB24LP | 5 | 5 | 4,409 | 4,409 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | GIRLS LOCKER ROOM | 44EE | LB24HPDL | 2 | 2 | 4,409 | 4,409 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | GIRLS LOCKER ROOM | 24EE | LB24LP | 4 | 4 | 4,409 | 4,409 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | GYM | 44T5HO | L44T5HO | 30 | 30 | 4,250 | 4,250 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | LAUNDRY ROOM | 24EE | LB24LP | 2 | 2 | 3,039 | 3,039 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | MECH | 24EE | LB24LP | 11 | 11 | 2,180 | 2,180 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | MECH | 24T8 | LB24LP | 9 | 9 | 2,180 | 2,180 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | MENS LOCKER ROOM | 24T8 | LB24LP | 3 | 3 | 4,409 | 4,409 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | MENS LOCKER ROOM | 24EE | LB24LP | 1 | 1 | 4,409 | 4,409 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | MENS LOCKER ROOM | 24T8 | LB24LP | 3 | 3 | 4,409 | 4,409 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | OFFICE | 44EE | LB24HPDL | 2 | 2 | 3,039 | 3,039 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | OFFICE | 44EE I/O | LB24HPDL | 1 | 1 | 3,039 | -57,734 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | OFFICE | 44EE I/O | LB24HPDL | 2 | 2 | 3,039 | -57,734 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | OFFICE | 44EE I/O | LB24HPDL | 1 | 1 | 3,039 | -57,734 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | OFFICE | 44EE | LB24HPDL | 1 | 1 | 3,039 | -57,734 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | OFFICE | 44EE | LB24HPDL | 5 | 5 | 3,039 | 2,431 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |

| | | | | | | | | | | | | | | | | |
|--------------------|-----|--|----------------------|----------|------------|----|----|-------|-------|------|------|----|--------|---------|---------|-----|
| Grenville Aquatics | | | POOL | 400MH | NF30-44HO | 10 | 12 | 4,251 | 4,251 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | POOL | 24T8 | LB24LP | 3 | 3 | 4,251 | 4,251 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | PUMP ROOM | 44T8 | LB24HPDL | 5 | 5 | 3,745 | 1,873 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | SHOWERS BOYS & GIRLS | 60 | CF13 | 10 | 10 | 4,409 | 4,409 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | STAGE | 28SLSE | LB24HP-STP | 4 | 4 | 3,231 | 3,231 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | STAGE | 24EE | LB24LP | 7 | 7 | 3,231 | 3,231 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | STORAGE | 14EE | LB14LP | 1 | 1 | 908 | 908 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | STORAGE | 14EE | LB14LP | 1 | 1 | 908 | 908 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | STORAGE | 14EE | LB14LP | 1 | 1 | 908 | 908 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | STORAGE | 24EE | LB24LP | 2 | 2 | 908 | 908 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | STORAGE | 24T8 | LB24LP | 1 | 1 | 3,745 | 3,745 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | TOILET | 60X2 | CF13X2 | 1 | 1 | 2,361 | 2,361 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | TOILET | 24T8 | LB24LP | 1 | 1 | 3,745 | 3,745 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| Grenville Aquatics | | | WEIGHT ROOM | 44EE | LB24HPDL | 9 | 9 | 4,250 | 3,613 | 100% | 100% | 0% | 0.0590 | -0.0354 | -0.0312 | N/A |
| H. Boyd Park | Lee | | BAY WINDOW AREA | 65 | CF18R30 | 4 | 4 | 3,958 | 2,375 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | | BOYS TOILET | 24T8 | LB24LP | 1 | 1 | 3,351 | 2,681 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | | BOYS TOILET | 24T8 | LB24LP | 2 | 2 | 3,351 | 2,681 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | | BOYS TOILET | 24T8 | LB24LP | 3 | 3 | 3,351 | 2,681 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | | CONFERENCE A | 34T8 I/O | L34 | 16 | 16 | 3,866 | 3,866 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | | CORRIDOR | 24T8 | LB24LP | 3 | 3 | 3,958 | 3,958 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | | CORRIDOR | 24T8 | LB24LP | 7 | 7 | 3,958 | 2,771 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | | CORRIDOR AT GYM | 24T8 | LB24LP | 9 | 9 | 3,958 | 3,958 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | | GIRLS TOILET | 24T8 | LB24LP | 1 | 1 | 3,351 | 2,681 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | | GIRLS TOILET | 24T8 | LB24LP | 2 | 2 | 3,351 | 2,681 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | | GIRLS TOILET | 24T8 | LB24LP | 4 | 4 | 3,351 | 2,681 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |

| | | | | | | | | | | | | | | | |
|--------------|-----|------------------------------------|----------|---------------------|----|----|-------|-------|------|------|----|--------|--------|---------|-----|
| H. Boyd Park | Lee | GIRLS TOILET | 24T8 | LB24LP | 5 | 5 | 3,351 | 3,351 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | GYM | 44T5HO | L44T5HO | 32 | 32 | 5,098 | 4,589 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | LOBBY | 24T8 | LB24LP | 6 | 6 | 4,455 | 4,455 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | MECH | 34T8 I/O | L34 | 2 | 2 | 3,093 | 2,784 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | OFFICE | 34T8 I/O | L34 | 2 | 2 | 3,866 | 3,480 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | OFFICE | 34T8 I/O | L34 | 2 | 2 | 3,866 | 3,480 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | OFFICE | 34T8 I/O | L34 | 2 | 2 | 3,866 | 3,480 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | OFFICE | 34T8 I/O | L34 | 2 | 2 | 3,866 | 3,480 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | OFFICE | 34T8 I/O | L34 | 4 | 4 | 3,866 | 3,480 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | OUTSIDE TOILET BOYS | 24T8 | LB24LP | 4 | 4 | 3,351 | 2,681 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | OUTSIDE TOILET GIRLS | 24T8 | LB24LP | 4 | 4 | 3,351 | 2,681 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| H. Boyd Park | Lee | STORAGE | 24T8 | LB24LP | 4 | 4 | 671 | 671 | 100% | 100% | 0% | 0.1043 | 0.2032 | -0.0099 | N/A |
| Park Maint. | | BREAK BUILDING | 28T8 | LB44LP-STP | 2 | 2 | 780 | 780 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | BREAK BUILDING | 28SLSE | LB24HP-STP | 2 | 2 | 780 | 780 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | CHAIN SAW SHED | 28T8 | LB44LP-STP | 1 | 1 | 1,041 | 1,041 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | EXTERIOR - BUILDING MOUNTED FLOODS | 500 | REMOVE | 2 | 2 | 1,734 | 1,734 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | EXTERIOR - BUILDING MOUNTED | 250M | SP-LED WALLPACK-250 | 4 | 4 | 1,734 | 1,734 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | EXTERIOR - POLE MOUNTED FLOODS | 400S | HLB320PS | 6 | 6 | 1,734 | 1,734 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | LADDER ROOM | 28SLSE | NF8-42HP-32 | 2 | 2 | 1,041 | 1,041 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | LAWN SHED | 44EE | LB24HPDL-32 | 4 | 4 | 1,041 | 1,041 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | LUMBER SHED | 28SLSE | LB24HP-STP-32 | 2 | 2 | 1,041 | 1,041 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | LUMBER SHED | 44EE | LB24HPDL-32 | 1 | 1 | 1,041 | 1,041 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | OFFICE | 44T8 | LB44LP | 4 | 4 | 1,100 | 1,100 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | OFFICE | 44T8 | LB44LP | 1 | 1 | 1,100 | 1,100 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | PLUMBING ROOM | 24EE | LB24LP | 2 | 2 | 1,041 | 1,041 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | RECYCLE SHED | 28SLSE | NF8-42HP-32 | 2 | 2 | 1,041 | 1,041 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | STORAGE | 44T8 | LB24DL | 2 | 2 | 434 | 434 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | | TOILET | 60X3 | CF13X3 | 1 | 1 | 1,127 | 1,127 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |

| | | | | | | | | | | | | | | |
|------------------|----------------------------|--------|---------------|----|----|-------|-------|------|------|----|---------|---------|---------|-----|
| Park Maint. | TOILET | 60X2 | CF13X2 | 1 | 1 | 1,127 | 1,127 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | UNDO CANOPY | 28SLSE | LB24HP-STP-32 | 1 | 1 | 1,041 | 1,041 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | VACUUM ROOM | 24EE | LB24LP | 1 | 1 | 1,041 | 1,041 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | WELDING SHOP | 44T8 | LB44LP | 7 | 7 | 1,301 | 1,301 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | WORK SHOP | 28SLEE | LB24HP-STP | 6 | 6 | 1,301 | 1,301 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | WORK SHOP | 44EE | LB24HPDL | 5 | 5 | 1,301 | 1,301 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Park Maint. | WORK SHOP | 150 | CF42 | 2 | 2 | 1,301 | 1,301 | 100% | 100% | 0% | 0.0556 | 0.0235 | -0.0222 | N/A |
| Public Works B-F | B & G MENS TOILET | 44EE | LB24HPDL | 1 | 1 | 2,075 | 2,075 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | B&G OFFICE | 44EE | LB24HPDL | 2 | 2 | 2,615 | 2,615 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | B&G OFFICE | 44EE | LB24HPDL | 2 | 2 | 2,615 | 2,615 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | B&G WOMENS TOILET | 44EE | LB24HPDL | 1 | 1 | 2,075 | 2,075 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | BUILDING & GROUNDS | 44EE | LB24HPDL | 3 | 3 | 2,153 | 2,153 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | BUILDING & GROUNDS STORAGE | 44EE | LB24HPDL | 2 | 2 | 2,571 | 2,571 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | CARPENTER SHOP | 250MH | NF29-43HO | 3 | 3 | 3,199 | 3,199 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | CONCRETE ROOM | 44EE | LB24HPDL | 2 | 2 | 2,571 | 2,571 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | ENTIRE GARAGE | 250S | NF29-43HO | 37 | 37 | 3,199 | 3,199 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | FLEET SUPERVISOR OFFICE | 44EE | LB24HPDL | 2 | 2 | 2,615 | 2,615 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | MAINTENANCE CREW | 44EE | LB24HPDL | 2 | 2 | 2,571 | 2,571 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | MENS TOILET | 24EE | LB24LP | 2 | 2 | 3,090 | 3,090 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | MENS TOILET | 44EE | LB24HPDL | 3 | 3 | 3,090 | 3,090 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | MOWER SHED | 24EE | NF9-42LP-32 | 22 | 22 | 1,996 | 1,996 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | NO SMOKING | 44EE | LB24HPDL | 2 | 2 | 2,571 | 2,571 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | OFFICE | 44EE | LB24HPDL | 3 | 3 | 1,204 | 1,204 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | PAINT SHED | 24EE | LB24LP-32 | 2 | 2 | 2,571 | 2,571 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | PAINT SHED | 250MH | NF29-43HO | 1 | 1 | 2,571 | 2,571 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | PESTICIDE STORAGE | 24EE | LB24LP | 3 | 3 | 2,571 | 2,571 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | PURCHASING | 44EE | LB24HPDL | 2 | 2 | 2,615 | 2,615 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | PURCHASING | 44EE | LB24HPDL | 5 | 5 | 2,615 | 2,615 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | PURCHASING KITCHEN | 44EE | LB24HPDL | 2 | 2 | 1,801 | 1,801 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | PURCHASING OFFICE | 24EE | LB24LP | 8 | 8 | 2,615 | 2,615 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | PURCHASING OFFICE | 44EE | LB24HPDL | 4 | 4 | 2,615 | 2,615 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |

| | | | | | | | | | | | | | | |
|------------------|-----------------------------|-------------|-----------------------|----|----|-------|-------|------|------|----|---------|---------|---------|-----|
| Public Works B-F | PURCHASING STORAGE | 250MH | NF29-43HO-OS | 6 | 6 | 3,199 | 2,239 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | PURCHASING TOILET | 40X4 | CF9G25X4 | 1 | 1 | 2,075 | 2,075 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | PURCHASING TOILET | 24UEE | LB22REF | 1 | 1 | 2,075 | 2,075 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | ROAD CREW SHED | 28SLSE | NF11-82-32 | 8 | 8 | 1,996 | 1,996 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | SIGN ROOM | 24EE | LB24LP | 10 | 10 | 3,199 | 3,199 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | STORM ROOM | 44EE | LB24HPDL | 2 | 2 | 1,916 | 1,916 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | TIRE SHOP | 24EE | LB24LP-32 | 9 | 9 | 3,199 | 3,199 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | TOILET | 40X2 | CF9G25X2 | 1 | 1 | 2,075 | 2,075 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | TOILET | 44EE | LB24HPDL | 1 | 1 | 2,075 | 2,075 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | TRAFFIC LITE ROOM | 250MH | NF29-43HO | 5 | 5 | 3,199 | 3,199 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | TRAFFIC LITE ROOM | 44EE | LB24HPDL | 2 | 2 | 1,204 | 1,204 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | TRUCK MAINT SHOP | 44EE | LB24HPDL | 6 | 6 | 3,199 | 3,199 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | WATER PUMP ROOM | 24EE | LB24LP | 2 | 2 | 3,199 | 3,199 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| Public Works B-F | WOMENS TOILET | 22SS | LB22LP | 1 | 1 | 3,090 | 3,090 | 100% | 100% | 0% | -0.0161 | -0.3604 | -0.0128 | N/A |
| South Greenville | CLASSROOM | 24EE | LB24LP | 8 | 8 | 1,006 | 805 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | CORRIDOR | 44EE | LB24HPDL | 6 | 6 | 4,243 | 4,243 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | DAY ROOM | 24EE | LB24LP | 16 | 16 | 3,094 | 2,475 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | EXTERIOR - BUILDING MOUNTED | EXIT PL7 | NF1-BATT | 8 | 8 | 4,333 | 4,333 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | EXTERIOR - POLE MOUNTED | 250M | SP-LED SHOEBOX-250 | 3 | 3 | 4,333 | 4,333 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | GYM | 400MH | NF28-44HO-OS | 10 | 10 | 3,972 | 3,574 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | GYM | 250MH | NF28-44HO-OS | 16 | 16 | 3,972 | 3,574 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | KITCHEN | 44T8 | LB24HPDL | 2 | 2 | 1,950 | 1,950 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | MENS TOILET | 44EE | LB24HPDL | 6 | 6 | 4,298 | 2,793 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | OFFICE | 24EE | LB24LP | 2 | 2 | 3,250 | 2,275 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | OFFICE | 44EE | LB24HPDL | 3 | 3 | 3,250 | 2,275 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | POLICE ROOM | 24EE | LB24LP | 2 | 2 | 3,250 | 3,250 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | STORAGE | 24EE | LB24LP | 2 | 2 | 1,083 | 1,083 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | STORAGE | 24T8 | LB24LP | 1 | 1 | 1,083 | 1,083 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | TOILET | 44T8 | LB24HPDL | 1 | 1 | 4,298 | 4,298 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | WEIGHT ROOM | 28SLSE | LB24HP-STP | 6 | 6 | 3,094 | 2,475 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |
| South Greenville | WOMENS TOILET | 44EE | LB24HPDL | 5 | 5 | 4,298 | 2,793 | 100% | 100% | 0% | -0.0003 | 0.0723 | -0.0102 | N/A |

| | | | | | | | | | | | | | | |
|-------------------|-----------------------|--------|--------------|----|----|-------|-------|------|------|----|--------|--------|---------|-----|
| Sports Connection | BASEBALL HITTING AREA | 400MH | NF28-46HO-OS | 12 | 15 | 1,420 | 1,136 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | CORRIDOR | 44EE | LB24HPDL | 15 | 15 | 1,765 | 1,765 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | GYM | 400MH | NF28-46HO-OS | 9 | 12 | 1,420 | 1,136 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | JANITOR CLOSET | 24UEE | LB22REF | 1 | 1 | 508 | 508 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | MECH | 24UEE | LB22REF | 1 | 1 | 1,218 | 1,218 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | MECH | 28SLSE | LB24HP-STP | 1 | 1 | 1,218 | 1,218 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | MECH | 28SLSE | LB24HP-STP | 1 | 1 | 1,218 | 1,218 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | MEN'S | 44EE | LB24HPDL | 2 | 2 | 1,733 | 1,040 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | OFFICE | 44EE | LB24HPDL | 6 | 6 | 1,523 | 1,523 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | OPEN ROOM | 44T8 | L44 | 13 | 13 | 277 | 277 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | STAIRS | 14EE | LB14 | 1 | 1 | 277 | 277 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | STORAGE | 44EE | LB24HPDL | 5 | 5 | 588 | 294 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | STORAGE | 65 | CF18 | 1 | 1 | 588 | 588 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | TABLE TENNIS | 44EE | LB24HPDL | 6 | 6 | 1,420 | 1,420 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |
| Sports Connection | WOMENS TOILET | 44EE | LB24HPDL | 2 | 2 | 1,733 | 1,040 | 100% | 100% | 0% | 0.1879 | 0.1748 | -0.0051 | N/A |

E. Cost Savings Calculations

Provided below are the methods and equations used to determine the cost savings associated with this particular methodology.

Cost Savings are calculated as the difference between the baseline and Performance Period energy costs using the utility rates as defined in Schedule D, Energy, Water, and O&M Rate Data. The applicable marginal utility rates will be applied to the baseline and Performance Period energy use as determined in Paragraph B.

Total Cost Savings

$$P = \sum_{i=1}^n (Q_i - R_i)$$

Where,

P = Energy Dollars Saved

Q_i = Baseline cost of retrofit i

R_i = Performance period cost of retrofit i

n = Total number of retrofits

OPTION A – WATER

A. Overview of M&V Plan, and Savings Calculation

B. Water Savings Calculations

C. Key Parameter Measurement Strategy

D. Parameter Estimates

E. Cost Savings Calculations

C. Performance Period Validation Activities

A. Overview of M&V Plan, and Savings Calculation

Savings in this section are determined by using an “Option A: Retrofit Isolation – Key Parameter Measurement” approach as described in the International Performance Measurement & Verification Protocol (IPMVP Volume I, EVO 10000-1:2010). The remainder of this section describes the water savings calculations, key parameter measurements that will be conducted, parameters that will be estimated and those values, and how cost savings will be calculated. The water and cost savings that are determined using this approach will be the annual savings values used for each year of the Performance Period.

B. Water Savings Calculations

Provided within this section is an explanation of the calculations that will be used to perform the water savings calculations for this verification method.

Equations and Analysis of Water Savings

Savings are calculated as the difference in water usage from the baseline conditions, and the Performance Period conditions.

For water consumption, the water savings will be determined for each fixture and summed for all fixtures that will be retrofitted using the following formula:

Water Consumption Savings

$$W = \sum_{i=1}^n [(A_i - B_i) \times D_i \times C_i]$$

Where,

W = Water savings (gal)

A_i = Pre-implementation direct water usage of fixture (gal)

B_i = Post-implementation direct water usage of fixture (gal)

C_i = Average use rate per fixture (count (toilets) or minutes (sinks/showers))

D_i = Retrofit quantity

i = Retrofit

Domestic Water Heating Savings

Applicable to sinks and showers only.

$$F = \sum_{i=1}^n [W_i \times (G_i - H_i) \times J_i]$$

Where,

- F = Water Heating Energy Savings Due Reduced Flow (Therms or kWh)
- J_i = Heating Energy Conversion Factor of Fixture (Therms/gal or kWh/gal)
- G_i = Hot Water Temperature for Fixture
- H_i = Cold Water Temperature for Fixture

Note: Electric Domestic Water Heating Savings (kWh) will be calculated for the following sites: Guy Smith Stadium. All other sites will include Natural Gas Domestic Water Heating Savings (Therms).

C. Key Parameter Measurement Strategy

This section outlines the measurements that will be conducted to determine the measured values in the equations provided above in Paragraph B. For this water project, the key parameter that will be measured is the water consumption of each fixture type. Measurement and documentation strategies for each project phase are outlined below.

Pre-Implementation Measurements and Documentation

Water consumption measurements will be taken on a sample set of each baseline fixture type to determine the average water use for each fixture type (A_i). At least eight (8) measurements will be taken for each fixture type (unless fewer exist). Measurements will continue to be taken for a given fixture type until the 80% confidence interval for the true population mean spans no more than 20% above and below the mean of the sample (or until all fixtures have been measured). The mean of this sample set will be treated as the water consumption for that fixture type for all savings calculations. The table below lists each fixture type to be measured, the total quantity of that fixture type, and the minimum amount to be measured prior to removing the fixtures to implement the retrofit.

| Fixture Code | Total Fixtures | Minimum Sample |
|----------------------------------|----------------|----------------|
| 2.2 GPM High Flow Sink | 82 | 8 |
| 2.5 GPM High Flow Shower | 26 | 8 |
| 3.5 GPF High Flow Toilet | 42 | 8 |
| 3.5 GPF Intermediate Flow Toilet | 6 | 6 |

Post-Implementation Measurements and Documentation

Water consumption measurements will be taken on a sample set of each Performance Period fixture type to determine the average water use for each fixture type (B_i). At least eight (8) measurements will be taken for each fixture type (unless fewer exist). Measurements will continue to be taken for a given fixture type until the 80% confidence interval for the true population mean spans no more than 20% above and below the mean of the sample (or until all fixtures have been measured). The mean of this sample set will be treated as the water consumption for that fixture type for all savings calculations. The preferred locations for measurements for the new retrofit types will be locations where some previous measurement was taken. The number of post-retrofit samples measured is independent from the number of pre-retrofit samples taken. These measurements are taken to determine the average water use of each fixture type, not the reduction of water use in any specific locations. All measurements will be taken using the same equipment and will be calibrated. The table below lists each fixture type to be measured, the total quantity of that fixture type, and the minimum amount to be measured during the post-implementation period.

| Fixture Code | Total Fixtures | Minimum Sample |
|------------------------|----------------|----------------|
| 0.5 GPM High Flow Sink | 82 | 8 |

| | | |
|----------------------------------|----|---|
| 1.5 GPM High Flow Shower | 26 | 8 |
| 1.6 GPF High Flow Toilet | 42 | 8 |
| 1.6 GPF Intermediate Flow Toilet | 6 | 6 |

Performance Period Measurements and Documentation

No additional measurements will be taken during the Performance Period of this M&V strategy.

D. Parameter Estimates

Of the parameters identified under the equations for water savings in Section B, several of the parameters are estimates, and will not be measured during any period of the project. Of the variables identified, the parameters that will be estimated for this particular ECM and M&V strategy include: Flushes (toilets, urinals, etc.) per year, minutes (faucets, etc.) per year, and heating energy conversion factor. All estimated parameters are listed below.

| Site | Fixture Type | Quantity (D _i) | Annual Uses (C _i) | Pre-Retrofit Fixture | Post-Retrofit Fixture | Heating Energy Conversion Factor (J _i) | | Hot Water Temp (G _i) | Cold Water Temp (H _i) |
|------------------------------|--------------|----------------------------|-------------------------------|----------------------------------|----------------------------------|--|-------------|----------------------------------|-----------------------------------|
| | | | | | | kWh/kgal | Therms/kgal | | |
| City Hall | Sink | 4 | 6,505 | 2.2 GPM High Flow Sink | 0.5 GPM High Flow Sink | N/A | 0.093212 | 105 | 60 |
| City Hall | Shower | 4 | 1,213 | 2.5 GPM High Flow Shower | 1.5 GPM High Flow Shower | N/A | 0.098118 | 110 | 60 |
| Police-Fire Rescue | Toilet | 22 | 39,270 | 3.5 GPF High Flow Toilet | 1.6 GPF High Flow Toilet | N/A | N/A | N/A | N/A |
| Police-Fire Rescue | Sink | 30 | 23,925 | 2.2 GPM High Flow Sink | 0.5 GPM High Flow Sink | N/A | 0.093212 | 105 | 60 |
| Police-Fire Rescue | Shower | 15 | 6,388 | 2.5 GPM High Flow Shower | 1.5 GPM High Flow Shower | N/A | 0.098118 | 110 | 60 |
| Park Maintenance Center | Toilet | 2 | 13,442 | 3.5 GPF High Flow Toilet | 1.6 GPF High Flow Toilet | N/A | N/A | N/A | N/A |
| Park Maintenance Center | Sink | 3 | 3,413 | 2.2 GPM High Flow Sink | 0.5 GPM High Flow Sink | N/A | 0.093212 | 105 | 60 |
| Park Maintenance Center | Shower | 1 | 0 | 2.5 GPM High Flow Shower | 1.5 GPM High Flow Shower | N/A | 0.098118 | 110 | 60 |
| Guy Smith Stadium | Toilet | 10 | 143,783 | 3.5 GPF High Flow Toilet | 1.6 GPF High Flow Toilet | N/A | N/A | N/A | N/A |
| Guy Smith Stadium | Toilet | 4 | 57,513 | 3.5 GPF Intermediate Flow Toilet | 1.6 GPF Intermediate Flow Toilet | N/A | N/A | N/A | N/A |
| Guy Smith Stadium | Sink | 16 | 115,027 | 2.2 GPM High Flow Sink | 0.5 GPM High Flow Sink | 2.731881 | N/A | 105 | 60 |
| Guy Smith Stadium | Shower | 4 | 2,113 | 2.5 GPM High Flow Shower | 1.5 GPM High Flow Shower | 2.875664 | N/A | 110 | 60 |
| South Greenville Rec Cntr | Toilet | 3 | 14,711 | 3.5 GPF High Flow Toilet | 1.6 GPF High Flow Toilet | N/A | N/A | N/A | N/A |
| South Greenville Rec Cntr | Toilet | 2 | 9,807 | 3.5 GPF Intermediate Flow Toilet | 1.6 GPF Intermediate Flow Toilet | N/A | N/A | N/A | N/A |
| South Greenville Rec Cntr | Sink | 5 | 9,357 | 2.2 GPM High Flow Sink | 0.5 GPM High Flow Sink | N/A | 0.093212 | 105 | 60 |
| Elm Street Recreation Center | Sink | 3 | 33,998 | 2.2 GPM High Flow Sink | 0.5 GPM High Flow Sink | N/A | 0.093212 | 105 | 60 |
| Evans Park Building | Sink | 8 | 5,145 | 2.2 GPM High Flow Sink | 0.5 GPM High Flow Sink | N/A | 0.093212 | 105 | 60 |
| Evans Park Building | Shower | 2 | 732 | 2.5 GPM High Flow Shower | 1.5 GPM High Flow Shower | N/A | 0.098118 | 110 | 60 |
| Sports Connection | Sink | 4 | 5,097 | 2.2 GPM High Flow Sink | 0.5 GPM High Flow Sink | N/A | 0.093212 | 105 | 60 |
| Greenville Aquatics | Toilet | 5 | 125,794 | 3.5 GPF High Flow Toilet | 1.6 GPF High Flow Toilet | N/A | N/A | N/A | N/A |
| Greenville Aquatics | Sink | 9 | 85,316 | 2.2 GPM High Flow Sink | 0.5 GPM High Flow Sink | N/A | 0.093212 | 105 | 60 |

E. Cost Savings Calculations

Provided below are the methods and equations used to determine the cost savings associated with this particular methodology.

Cost Savings are calculated as the difference between the baseline and Performance Period energy costs using the utility rates as defined in Schedule D, Energy, Water, and O&M Rate Data. The applicable marginal utility rates will be applied to the baseline and Performance Period energy use as determined in Paragraph B.

Total Cost Savings

$$P = \sum_{i=1}^n (Q_i - R_i)$$

Where,

P = Energy Dollars Saved

Q_i = Baseline cost of retrofit i

R_i = Performance period cost of retrofit i

n = Total number of retrofits

COMMISSIONED AND VERIFIED SAVINGS

- A. Overview of M&V Plan, and Savings Calculation
- B. Annual Commissioned and Verified Savings
- C. Performance Period Validation Activities

A. Overview of M&V Plan, and Savings Calculation

The process of using measurement to reliably determine actual savings is an integral part of an on-going energy management program. The expense of performing these measurements to more certainly know the savings must be balance with the gain in savings certainty to avoid negating the financial benefit from the savings. Where there is little doubt about the magnitude of the savings, verification of the potential to achieve savings will be performed. The Section C outlines the verification and confirmation of steps of the energy and operational savings included in Section B. The savings capacity has been calculated during the project development phase. The steps in Section C will be used to confirm the savings capacity exists post-construction. Customer will perform the necessary actions to maintain the ECMs and savings as detailed in Schedule E

B. Annual Commissioned and Verified Savings

Utility Cost Savings

Savings values below are based on energy simulation as detailed in the Utility Baseline Analysis (Section 4) and Energy Conservation Measures (Section 5). Savings capacity will be verified by documentation in O&M Manual (including Warranty documentation) and the Project Commissioning Plan (Section 7). Once successfully commissioned the associated annual savings in the table below for each measure will be claimed as achieved. If all or part of the ECM cannot be implemented and successfully commissioned, the savings associated with the missing portion will be calculated as an Adjustment (per Schedule E) and removed from the claimed savings. After successful commissioning and/or any adjustment to savings due to actual ECM non-performance, any variation between actual and expected performance of the completed ECM will be considered to be caused by variables outside the control of ESCO and Customer and/or non-compliance with Schedule E Customer Responsibilities. Performance Period Validation will be conducted in an effort to help ensure continued performance as per ECM intent. Performance Period Validation will be conducted as an M&V service included in Remote ECM Monitoring and On-site visits, as elected by the client. Savings for each Guarantee Year after the Savings Guarantee Commencement Date will be escalated at a rate of 2% per year. .

| | Solar PV | Solar Thermal | Controls | Mechanical |
|--------------------------------------|----------|---------------|----------|------------|
| | \$ | \$ | \$ | \$ |
| City Hall | \$551 | - | - | - |
| Police, Fire & Rescue | - | \$1,088 | - | - |
| Epps Recreation Center | - | - | \$7,025 | - |
| South Greenville Recreation Center | - | - | \$1,619 | - |
| Elm Street Recreation Center | - | - | \$180 | - |
| Sports Connection | - | - | \$2,669 | - |
| H. Boyd Lee Park Building | - | - | \$4,305 | - |
| River Park North | - | - | \$3,337 | - |
| Greenville Aquatics & Fitness Center | - | - | \$6,618 | \$10,596 |
| Public Works | - | - | \$3,113 | - |
| Greenfield Terrace | - | - | \$722 | - |

Operation and Maintenance Savings

| | | |
|--------------------------------------|---------|---|
| Greenville Aquatics & Fitness Center | \$3,000 | Chlorine Generator Maintenance Savings |
| Multiple Buildings | \$4,677 | Lighting Material and Maintenance Savings |

C. Performance Period Validation Activities

Controls

The activities in this section apply to the following locations - Epps Recreation Center/Thomas Foreman Park, Public Works Complex, South Greenville Recreation Center, Elm Street Recreation Center, Sports Connection, H. Boyd Lee Parks Building, Greenville Aquatics and Fitness Center.

Key ECM Objectives – HVAC and Ex Fan runtime reduction, improved temperature control for Standard Temperature Settings, Ventilation reduction through DCV for specific units, Ventilation reduction through improved Ex Fan control

Primary Variables Involved – Actual vs. Contract schedules and Standard Temperature Setpoints, OA volume or CO2 vs. design at varying demands, OA damper operations vs. control variable at varying demands, Actual vs. Occupied Ex fan operations

Performance Period Validation – Remote monitoring and reporting of trend data & observed operations, on-site review where necessary based on remote observations and related customer feedback.

These activities are intended to reflect specific actions related to Remote ECM Monitoring service, under M&V Service Scope and Payment, for this particular ECM at the listed buildings.

The activities in this section apply to the following locations – River Park North, Greenfield Terrace Building.

Key ECM Objectives – HVAC runtime reduction, improved temperature control for standard temperature settings

Primary Variables Involved – Actual vs. Contract Schedules and standard temperature setpoints

Performance Period Validation – Remote monitoring and reporting of trend data and observed operations, on-site review where necessary based on remote observations and related customer feedback

These activities are intended to reflect specific actions related to Remote ECM Monitoring service, under M&V Service Scope and Payment, for this particular ECM at the listed buildings.

HVAC Upgrade

The activities in this section apply to the following locations – Greenville Aquatics and Fitness Center

Key ECM Objectives – Improved pool area environment, improved supplemental pool heating efficiency

Primary Variables Involved – Pool water temperature setpoint, space temperature setpoint, space

relative humidity setpoint

Performance Period Validation – Remote monitoring and reporting of trend data and observed operations, on-site review where necessary based on remote observations and related customer feedback

These activities are intended to reflect specific actions related to Remote ECM Monitoring service, under M&V Service Scope and Payment, for this particular ECM at the listed buildings.

Solar PV

The activities in this section apply to the following locations – City Hall

Key ECM Objectives – Provide supplemental electrical power to existing building electrical service

Primary Variables Involved – Actual vs Standard Test Conditions, solar energy available

Performance Period Validation – Actual metered production reporting

Solar Thermal

The activities in this section apply to the following locations – Police-Fire Rescue

Key ECM Objectives – Provide supplemental heating to existing domestic hw system

Primary Variables Involved – Actual vs Standard Test Conditions, solar energy available

Performance Period Validation – Remote monitoring & reporting of trend data

These activities are intended to reflect specific actions related to Remote ECM Monitoring service, under M&V Service Scope and Payment, for this particular ECM at the listed buildings.

Operation and Maintenance Savings

Chlorine Generator Maintenance Savings is based on Customer reported Chlorine Generator Maintenance costs. Savings capacity will be verified by documentation in O&M Manual (including Warranty documentation) and the Project Commissioning Plan (Section 7). Once ECM is confirmed fully functional post-construction as per design intent, the annual savings in Section B will be achieved and continue to be achieved each year given compliance with Schedule E Customer Responsibilities.

Lighting Material and Maintenance Savings is based on details include in Operational Savings (Section 6). Savings capacity will be verified by documentation in O&M Manual (including Warranty documentation). Once the ECM is confirmed fully functional post-construction as per design intent, the annual savings in Section B will be achieved and continue to be achieved each year given compliance with Schedule E Customer Responsibilities.

Schedule E: Customer Responsibilities For performance guarantee

General Responsibilities

Customer acknowledges and agrees that proper maintenance is essential to any energy conservation program. Therefore, Customer agrees to undertake the following responsibilities:

Customer agrees to: (1) provide, or cause its suppliers to provide, periodic utility invoices to ESCO within ten (10) days of receipt, (2) execute all Customer responsibilities as outlined herein, and (3) provide to ESCO reasonable access to all Customer facilities and information necessary for ESCO to perform its responsibilities. Access will include, but is not limited to, the following items:

- All buildings listed within this Contract
- All buildings served by the meters listed within this Contract
- All mechanical equipment rooms in the buildings listed within this Contract
- All temperature control and energy management systems which control part or all of any of the buildings listed within this Contract
- Personnel with responsibility for operating and/or managing any of the buildings listed within this Contract
- Monthly utility invoices and billing history for all of the meters listed within this Contract
- Construction documents, equipment inventories, and other documents that may be helpful in evaluating a cause for adjustment as listed within this Contract
- Any data from meters or sub-meters relevant to M&V associated with this Contract

Customer will solely be responsible for providing communications and/or network interface to all buildings for operation and PASS support.

Customer will perform daily facilities monitoring and promptly review any alarm summaries.

Customer will designate a "Primary Operator" of the system. The Primary Operator is defined as the individual who will be trained by ESCO during the installation period and will be responsible for daily operation and maintenance of the equipment and systems necessary to achieve the Performance Guarantee. Customer will notify ESCO within five (5) days after the departure or termination of the Primary Operator. Within ten (10) days of the departure of the current Primary Operator, Customer will designate a new Primary Operator and shall provide ESCO access to train the new Primary Operator. ESCO shall train a new Primary Operator at the sole expense of Customer on a time and materials basis.

Maintenance Responsibilities

Customer agrees to use its best efforts to maintain the ECMs in original operating condition ("Original Operating Condition") with allowance for normal wear and tear. If an ECM is operating at any state other than the Original Operating Condition as defined above ("Failed ECM"), Customer agrees to (1) repair or replace the ECM immediately, and (2) contact a PASS representative at 1-800-274-5551 option 4, within 24 hours of such event. ESCO reserves the right to adjust the amount of Performance Guarantee associated with the Failed ECM for the duration of the failure in the Annual Savings Guarantee.

Customer will agree to maintain all parts of the Project site(s) where the ECM(s) reside including but not limited to components, equipment, machinery, energy management systems, structure of the facility(s), computer hardware, network and IT systems, either existing or newly installed. Customer must comply with the general maintenance requirements specified by equipment manufacturers and the maintenance

tasking guidelines included in the operating and maintenance manual. Customer will be responsible to provide to ESCO documentation that proper maintenance has been performed at ESCO'S request within fifteen (15) days of written request.

Notwithstanding anything to the contrary contained herein, all ECM(s) must be maintained in proper working condition in all cases where the performance of said ECM(s) affects or could affect the ability to achieve, measure or verify the Annual Savings Guarantee. Should Customer refuse to perform the required maintenance as required in this Contract, ESCO and Customer shall agree to one of the following means of recourse: (1) ESCO will adjust the Performance Guarantee associated with that ECM pursuant to Schedule E, or (2) ESCO may terminate this Performance Guarantee and any and all obligations and liabilities of ESCO associated therewith upon fifteen (15) days written notice.

Adjustment Responsibilities

In addition to the responsibilities of Customer set forth in this Schedule, Customer also agrees to undertake the responsibilities set forth in the Adjustment Schedule as necessary. Changes to Customer's facilities which interfere with the ability to achieve, measure, or verify the savings performance of the installed ECMs must be accounted for in the determination of savings. Customer is responsible for communicating these changes and taking the lead in evaluating their impact. ESCO is a partner in the impact evaluation process, but may require additional fees to evaluate the impact of significant changes which are above the threshold limits defined in the Adjustment Schedule below.

Adjustment Schedule

Below is the procedure for accounting for non-routine adjustments for any of the utility meters included in Schedule D. A non-routine adjustment is required for any change outside of those explicitly defined in Schedule D that will impact the energy use or the verified savings under this Contract. It is Customer's responsibility to notify ESCO of any changes that may necessitate a non-routine baseline adjustment and to perform the required non-routine baseline adjustment steps identified below at Customer's sole expense.

Assumed Savings Procedure Adjustment

The savings guarantee for all affected meters is void until the condition which necessitated using the Assumed Savings Procedure has been remedied. This may be remedied either by removing the change which did not get evaluated in accordance with the non-routine baseline adjustment responsibilities, or by fulfilling the requirements of the non-routine baseline adjustment responsibilities.

Estimated Savings Procedure Adjustment

At ESCO'S sole discretion, ESCO will estimate the impact of the change using computerized building simulations, manual calculations, or other generally accepted estimating procedures and may ignore any changes which fall below the threshold limit.

Customer Required Non-Routine Baseline Adjustment Responsibilities

If the required non-routine baseline adjustment steps are not performed, and the change is greater than the threshold limit, savings will be determined with the Assumed Savings Procedure Adjustment, as defined below. Actual Savings will be determined using the Assumed Savings Procedure Adjustment for all billing periods until the required non-routine baseline adjustment steps have been completed, or until the change which necessitated the non-routine baseline adjustment is no longer in place. If Customer fails to notify ESCO of a change necessitating a non-routine baseline adjustment or fails to provide details of the change, savings will be determined with the Assumed Savings Procedure Adjustment.

If the required non-routine baseline adjustment steps are not performed, and the change is less than the threshold limit, savings will be determined with the “Estimated Savings Procedure Adjustment”. Actual Savings will be determined using the Estimated Savings Procedure Adjustment for all billing periods until the required non-routine baseline adjustment steps have been completed, or until the change which necessitated the non-routine baseline adjustment is no longer in place.

Adjustments 5 – 8 in the list below require the use of a calibrated computer simulation. As part of the investment grade audit, ESCO created computer simulations of the facilities for use in estimating the achievable energy savings. ESCO will retain these simulations to assist Customer in fulfilling the adjustment responsibilities. Once informed of the necessity to use the computer simulations, ESCO will provide Customer an estimated cost for this service. The complexity of the simulation activity will be used to determine this cost, which may be \$0 for very simple simulation modifications. Customer is not required to use ESCO’s services related to the computer simulations. If Customer elects to perform simulations on their own or hires a third party to perform those simulations, ESCO will provide the output and assumptions of the model but not the modeling software itself. If the customer is to be responsible for determining what effect a change has on consumption they need to be able to refer back to the initial baseline determination.

1. Addition of New Building or New Energy User

- All utility services to the building or new energy user (which may include items such as decorative fountains, exterior lighting, parking decks, outdoor pools, electric vehicle charging stations, etc.) which affect the energy use of any meter included in Schedule D must be sub-metered at Customer’s expense.
- Threshold limit: the smallest of 2% of the connected load on any affected meter, 10% of the area served by any affected meter as defined in Schedule D, or 20,000 ft².

2. Addition to Existing Building

- All utility services to the addition which affect the energy use of any meter included in Schedule D must be sub-metered at Customer’s expense.
- Threshold limit: the lesser of 10% of the area served by any affected meter, as defined in Schedule D or 20,000 ft².

3. Renovation / Modification to Existing Building or Utility Service

- All utility services for the affected portion of the building must be sub-metered before and after the change until the effect on the energy consumption has been determined at Customer’s expense.
- Threshold limit: the lesser of 10% of the area served by any affected meter, as defined in Schedule D or 20,000 ft².

4. Demolition / Abandonment of Existing Building or Utility Service

- All utility services for the affected buildings must be sub-metered before and after the change until the effect on the energy consumption has been determined at Customer’s expense.
- Threshold limit: the lesser of 10% of the area served by any affected meter, as defined in Schedule D or 20,000 ft².

5. Change in Occupancy

- Customer must perform, or cause to be performed, at Customer’s expense, a calibrated computer simulation to account for the change. If the impact computed by the simulation is greater than 20% of the projected savings on the meter, the “Assumed Savings Procedure” listed above will be followed. In no event will the adjusted savings be reported as less than the savings achieved in the preceding project year.
- Threshold limit: 5% of the total occupant count in the base year.

6. Change in Schedule

- Customer must perform, or cause to be performed, at Customer's expense, a calibrated computer simulation to account for the change. If the impact computed by the simulation is greater than 20% of the projected savings on the meter, the Assumed Savings Procedure will be followed. In no event will the adjusted savings be reported as less than the savings achieved in the preceding project year.
- Threshold limit: 5% of the total scheduled hours for the meter as defined in Schedule D.

7. Change in Set-points

- Customer must perform, or cause to be performed, at Customer's expense, a calibrated computer simulation to account for the change. If the impact computed by the simulation is greater than 20% of the projected savings on the meter, the Assumed Savings Procedure will be followed. In no event will the adjusted savings be reported as less than the savings achieved in the preceding project year.
- Threshold limit: An average of 0.5° from the set-points defined in Schedule D.

8. Change in Operational Calendar

- Customer must perform, or cause to be performed, at Customer's expense, a calibrated computer simulation to account for the change. If the impact computed by the simulation is greater than 20% of the projected savings on the meter, the Assumed Savings Procedure will be followed. In no event will the adjusted savings be reported as less than the savings achieved in the preceding project year.
- Threshold limit: 5% of the total scheduled hours for the meter as defined in Schedule D.

9. Change in Plug Load

- Customer must perform, or cause to be performed, at Customer's expense, a simulation of energy impact to account for the change. If the computed impact is greater than 20% of the projected savings on the meter, the Assumed Savings Procedure will be followed. In no event will the adjusted savings be reported as less than the savings achieved in the preceding project year.
- Threshold limit: 1% of the base year peak 15-minute average kW for the affected meter.

10. Customer Initiated ECMs

- Customer must develop and execute an M&V plan at Customer's expense, which has been reviewed and approved by ESCO, to evaluate the impact of the change. If the impact determined by the M&V plan is greater than 20% of the projected savings on the meter, the Assumed Savings Procedure will be followed. In no event will the adjusted savings be reported as less than the savings achieved in the preceding project year.
- Threshold limit: 2% of the projected savings on any affected meter.

11. Missing Bills

- Customer is required to provide ESCO with utility bills for meters defined in Schedule D within ten (10) days of receipt of each bill or provide ESCO direct access to retrieve the utility bills electronically. If utility bills are not received by ESCO within sixty (60) days of the end of the service date, the Assumed Savings Procedure will be used.

12. Failure to Operate ECMs According to Operational and Design Intent

- Customer agrees to operate the ECMs according to the Operational and Design Intent of the ECMs. Failure to do so will necessitate a baseline adjustment using the Assumed Savings Procedure.

13. Failure to Perform Project Specific Customer Responsibilities

- Customer agrees to perform the project specific Customer responsibilities as defined in Schedule E. Failure to do so will necessitate a baseline adjustment using the Assumed Savings Procedure.

14. Other Causes

- Any change that impacts the energy use on the meters defined in Schedule D that does not fit into any of the other categories may still require a non-routine baseline adjustment. Customer will notify ESCO before any change is made so that an agreeable adjustment strategy can be determined. If no agreeable adjustment method can be reached, the Assumed Savings Procedure will be used.

15. Ventilation Air Adjustment

- An adjustment for the added ventilation air will be included. The values in the table below will be modified for weather impact and used with the baseline equations specified in the Meter Tuning in Schedule D to calculate the adjusted baseline period consumption and demand.

| Ventilation Air Adjustment | | | | | | | | | | |
|----------------------------|--------------------|----|--------------------|----|-----------------------------------|----|--------|-------------------------------------|----|--------|
| | City Hall Electric | | Municipal Building | | Public Works Admin Electric & Gas | | | Jaycee Park Building Electric & Gas | | |
| | KWH | KW | KWH | kW | KWH | KW | Therms | KWH | KW | Therms |
| Jan | 6,024 | 3 | 5,772 | 13 | 1,863 | 4 | 232 | 5,762 | 5 | 972 |
| Feb | 4,528 | 4 | 4,591 | 18 | 1,702 | 4 | 179 | 5,210 | 5 | 793 |
| Mar | 2,455 | 7 | 4,574 | 20 | 1,867 | 4 | 218 | 5,954 | 5 | 787 |
| Apr | 1,386 | 2 | 904 | 20 | 2,037 | 3 | 69 | 5,625 | 4 | 279 |
| May | 1,257 | 3 | 207 | 1 | 2,435 | 3 | 27 | 4,900 | 1 | 141 |
| Jun | 3,534 | 9 | 211 | 2 | 2,624 | 3 | 1 | 9,857 | 16 | 0 |
| Jul | 4,769 | 8 | 660 | 0 | 3,135 | 1 | 0 | 12,823 | 19 | 0 |
| Aug | 5,191 | 13 | 329 | 1 | 2,768 | 1 | 2 | 10,883 | 15 | 0 |
| Sep | 2,158 | 4 | 60 | 3 | 2,341 | 4 | 9 | 7,836 | 18 | 1 |
| Oct | 1,045 | 2 | 690 | 1 | 2,220 | 2 | 56 | 4,923 | 2 | 236 |
| Nov | 2,074 | 2 | 1,514 | 28 | 2,106 | 4 | 103 | 5,669 | 2 | 350 |
| Dec | 5,395 | 5 | 4,138 | 23 | 1,954 | 4 | 195 | 6,034 | 5 | 718 |

EXHIBIT A: MEASUREMENT AND VERIFICATION SUPPORT SERVICES

Section 1 – Services during Year 1 and 2

ESCO shall provide the Measurement and Verification Services (the “Services”) defined below to Customer during the Yr 1 and Yr 2 as defined in Schedule D.

| | Year 1 | Year 2 |
|---|-----------|-----------|
| Remote Energy Management, Training & Technical Support | | |
| Hours | 20 | 20 |
| Remote ECM Monitoring and Reporting | | |
| Reporting Frequency | Monthly | Monthly |
| Measurement and Verification Reporting | | |
| Reporting Frequency | Quarterly | Quarterly |
| On-Site Visits | | |
| # of projected visits included | 4 | 2 |
| Training | | |
| Training Total Hrs | 24 | 16 |
| Training Hr Blocks (Sessions/Hrs) | 4/6 | 4/4 |

Section 2 – Services After year 2

| | Year 3 |
|---|------------------------------|
| Remote Energy Management, Training & Technical Support | |
| Hours | Not Included / Client Option |
| Remote ECM Monitoring and Reporting | |
| Reporting Frequency | Not Included / Client Option |
| Measurement and Verification Reporting | |
| Reporting Frequency | Quarterly |
| On-Site Visits | |
| # of projected visits included | 1 |
| Training | |
| Training Total Hrs | Not Included / Client Option |
| Training Hr Blocks (Sessions/Hrs) | Not Included / Client Option |

The service options made available by ESCO in Yr 3 through Yr 15 shall be dictated by the ESCO.

The annual cost of Measurement and Verification Services for the term of the contract are defined below:

| Year | Cost |
|------|----------|
| 1 | \$13,272 |
| 2 | \$13,537 |
| 3 | \$13,808 |
| 4 | \$14,084 |
| 5 | \$14,366 |
| 6 | \$14,653 |
| 7 | \$14,946 |
| 8 | \$15,245 |
| 9 | \$15,550 |
| 10 | \$15,861 |
| 11 | \$16,178 |
| 12 | \$16,502 |
| 13 | \$16,832 |
| 14 | \$17,169 |
| 15 | \$17,512 |



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

Title of Item: Electric Capital Projects Budget Ordinance and reimbursement resolution for Greenville Utilities Commission's South Point of Delivery Substation

Explanation: Greenville Utilities takes delivery of its electric service from Progress Energy Carolinas (PEC) 230 kV transmission lines that enter into its service area and currently operates two Point of Delivery (POD) substations for this purpose. These existing POD substations are located on Mumford Road and on McGregor Downs Road.

GUC's long-range planning has for a number of years recognized the need for additional POD capacity to enhance reliability of delivery and support long-term system growth. The construction of this new POD facility has been targeted to take advantage of a planned new PEC Greenville-Kinston-Dupont 230 kV transmission line. Initially, this new PEC transmission line was to be constructed with a 2017 in-service date. With the recently completed merger of Duke Energy and Progress Energy, the in-service date for this new line has now been accelerated to 2014.

The new POD Substation would be initially constructed with a single 120 MVA, 230 kV-115 kV step down power transformer, with provisions for a future second transformer and multiple 115 kV transmission lines interconnecting other GUC 115 kV transmission facilities and substations.

At its regular meeting on September 20, 2012, the GUC Board of Commissioners adopted the budget for the Greenville 230kV South POD Substation for \$300,000 and recommends similar action by City Council.

Fiscal Note: No costs to the City.

Recommendation: Adopt attached reimbursement resolution and electric capital projects budget ordinance

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

Attachments / click to download

 [Ordinance Greenville 230kV South POD Substation](#)

 [Resolution Greenville 230kV South POD Substation](#)

ORDINANCE NO. 12-_____

FOR ELECTRIC CAPITAL PROJECTS BUDGET
GREENVILLE 230KV SOUTH POD SUBSTATION

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

Section 1. Revenues. Revenues of the Electric Capital Projects Budget, Greenville 230kV South POD Substation, is hereby established to read as follows:

Revenue

| | | |
|----------------|------------------|-------------------------|
| Long Term Debt | <u>\$300,000</u> | <u><u>\$300,000</u></u> |
|----------------|------------------|-------------------------|

Section 2. Expenditures. Expenditures of the Electric Capital Projects Budget, Greenville 230kV South POD Substation, is hereby established to read as follows:

Expenditures

| | | |
|----------------------------|------------------|-------------------------|
| Project Costs | <u>\$300,000</u> | |
| Total Project Expenditures | | <u><u>\$300,000</u></u> |

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

Section 4. This ordinance shall become effective upon its adoption.

Adopted this the _____ day of _____, 2012.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

RESOLUTION NO. 12-__
RESOLUTION DECLARING THE INTENTION OF THE
CITY COUNCIL OF THE CITY OF GREENVILLE
TO REIMBURSE THE CITY FROM THE PROCEEDS
OF A DEBT FINANCING FOR CERTAIN EXPENDITURES
MADE AND TO BE MADE IN CONNECTION WITH THE ACQUISITION
AND CONSTRUCTION OF CERTAIN CAPITAL IMPROVEMENTS

WHEREAS, the City of Greenville, North Carolina (the "City") has paid, beginning, September 20, 2012, which date is no more than 60 days prior to the date hereof, certain expenditures in connection with the acquisition and construction of certain improvements (the "Improvements") 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 (the "City Council") has determined that those moneys previously advanced no more than 60 days prior to the date hereof to pay such expenditures in connection with the acquisition and construction of the Improvements (the "Expenditures") are available only on a temporary period and that it is necessary to reimburse the City for the Expenditures from the proceeds of an issue of debt (the "Debt");

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL as follows:

Section 1. The City Council hereby declares its intent to reimburse the City from the proceeds of the Debt for the Expenditures made on and after September 20, 2012, which date is no more than 60 days prior to the date hereof. The City Council reasonably expects on the date hereof that it will reimburse the City 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 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 City.

Section 3. The principal amount of the Bonds estimated to be issued to reimburse the City for Expenditures for the Improvements is estimated to be \$300,000.

Section 4. The City will make a reimbursement allocation, which is a written allocation by the City that evidences the City'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 Improvements are placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The City 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 ____ day of _____, 2012.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

EXHIBIT A

THE IMPROVEMENTS

The Improvements referenced in the resolution include, but are not limited to, land, equipment, materials, construction, and related expenditures, associated with ECP-138 Greenville 230kV South POD Substation for establishment of the point of delivery substation.



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

Title of Item: Presentations by Boards and Commissions

- a. Historic Preservation Commission
- b. Recreation and Parks Commission

Explanation: The Historic Preservation Commission and the Recreation and Parks Commission are scheduled to make their annual presentations to City Council at the October 8, 2012, City Council meeting.

Fiscal Note: N/A

Recommendation: Hear the presentations by the Historic Preservation Commission and the Recreation and Parks Commission.

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

Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

Title of Item: Financial audit for the fiscal year ended June 30, 2012

Explanation: **ABSTRACT:** City staff and McGladrey and Pullen will present the audit results for the City of Greenville as of June 30, 2012, which entails receipt of a unqualified opinion.

The City's independent auditor, McGladrey and Pullen, will present the firm's unqualified opinion on the financial statements for the fiscal year ended June 30, 2012, for the governmental and business-type activities, each major fund, and the remaining fund information. Additionally, the Financial Services Director will present the financial position of the City for fiscal year 2011-2012 along with other comparative financial information.

On October 3, 2012, the City's Audit Committee received a draft of the financial statements for the fiscal year ending June 30, 2012. The presentation to City Council will include the auditor's unqualified opinion for the year ended June 30, 2012, which disclosed no material internal control weaknesses or material violations of laws and regulations relative to the City's major federal programs. Additionally, the auditors will discuss the new Governmental Accounting Statement #54 for interpreting the General Fund's fund balance.

The final phase of the annual audit cycle includes submission of financial statements to the Local Government Commission (LGC) for review. That process must be completed by October 31, 2012. Following LGC review and final revisions, the Comprehensive Annual Financial Report (CAFR) will be finalized and submitted to the Mayor and City Council Members.

Fiscal Note: Detailed fiscal information is contained in the audit report.

Recommendation: Accept the audit report as presented by McGladrey and Pullen and receive the

information on the results of operations for the fiscal year ended June 30, 2012,
presented by the Financial Services Director.

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

Attachments / click to download

 [Draft CAFR](#)

DRAFT

**Comprehensive Annual Financial Report (CAFR)
(Exerpts)**

Fiscal Year Ended June 30, 2012



Mission Statement

The City of Greenville is dedicated to providing all citizens with quality services in an open, ethical manner, insuring a community of distinction for the future.

This Page Intentionally Left Blank

McGladrey & Pullen

Certified Public Accountants

City of Greenville, North Carolina

Comprehensive Annual Financial Report
For the Fiscal Year Ended June 30, 2012

This Page Intentionally Left Blank

City of Greenville, North Carolina

Exhibit A

Statement of Net Assets
June 30, 2012

| | Governmental Activities | Business-Type Activities | Total |
|--|----------------------------|-----------------------------|-----------------------|
| Assets | | | |
| Cash and investments | \$ 46,444,911 | \$ 84,985,302 | \$ 131,430,213 |
| Taxes and licenses receivable, net | 1,064,760 | - | 1,064,760 |
| Accounts receivable, net | 4,089,099 | 26,644,048 | 30,733,143 |
| Notes/Loans receivable | | 505,348 | 505,348 |
| Due from other governments | 2,851,360 | 1,325,141 | 4,176,501 |
| Inventories | 161,634 | 6,825,769 | 6,987,403 |
| Prepaid items and deposits | 177,265 | 62,932 | 240,197 |
| Internal balances | 897,867 | (857,867) | - |
| Total current assets | 56,446,892 | 119,490,673 | 175,137,565 |
| Cash and investments, restricted | 8,016,260 | 4,328,105 | 8,244,365 |
| Land, improvements and construction in progress | 70,472,939 | 46,204,577 | 116,677,516 |
| Other capital assets, net of depreciation | 100,859,223 | 307,544,534 | 408,403,757 |
| Total noncurrent assets | 175,248,422 | 358,077,216 | 533,325,638 |
| Total assets | 230,895,314 | 477,567,889 | 708,463,203 |
| Liabilities | | | |
| Accounts payable and accrued liabilities | 5,695,116 | 21,450,981 | 27,146,097 |
| Customer deposits | - | 3,402,117 | 3,402,117 |
| Accrued interest payable | 155,735 | 808,894 | 964,629 |
| Other liabilities | 9,854 | - | 9,854 |
| Unearned revenue | - | 557,404 | 557,404 |
| Current portion of compensated absences | 2,020,957 | 1,618,170 | 3,639,127 |
| Current portion of long-term debt | 3,159,916 | 9,358,708 | 12,518,624 |
| Total current liabilities | 11,041,578 | 37,196,274 | 48,237,852 |
| Long-Term Liabilities: | | | |
| Noncurrent portion of long-term liabilities | 47,715,621 | 116,646,237 | 164,361,858 |
| Total liabilities | 58,757,199 | 153,842,511 | 212,599,710 |
| Net Assets | | | |
| Investments in capital assets, net of related debt | 139,391,425 | 242,315,517 | 381,706,942 |
| Restricted | | | |
| Stabilization by State Statute | 13,047,796 | - | 13,047,796 |
| Transportation | 1,837,757 | - | 1,837,757 |
| Other | 6,369,084 | - | 6,369,084 |
| Unrestricted | 11,492,053 | 81,409,861 | 92,901,914 |
| Total net assets | \$ 172,138,115 | \$ 323,725,378 | \$ 495,863,493 |

See Notes to the Financial Statements.

City of Greenville, North Carolina

Statement of Activities
For the Year Ended June 30, 2012

| Functions/Programs | Expenses | Program Revenues | | |
|---------------------------------------|-----------------------|-----------------------|------------------------------------|----------------------------------|
| | | Charges for Services | Operating Grants and Contributions | Capital Grants and Contributions |
| Primary government: | | | | |
| Governmental activities: | | | | |
| General government | \$ 11,026,397 | \$ 2,867,036 | \$ 1,961,039 | \$ - |
| Public safety | 39,172,639 | 5,545,407 | 1,507,874 | - |
| Transportation | 10,229,839 | 27,402 | 2,678,659 | 3,234,475 |
| Cultural and recreational | 11,225,442 | 1,353,840 | 1,063,349 | 565,669 |
| Economic and physical development | 6,016,905 | - | 2,606,715 | 290,981 |
| Interest and fees | 1,604,817 | - | - | - |
| Total governmental activities | 79,276,039 | 10,013,685 | 9,819,636 | 4,091,125 |
| Business-type activities: | | | | |
| Electric | 191,268,637 | 196,531,321 | - | - |
| Water | 16,402,889 | 16,462,559 | - | - |
| Sewer | 16,008,921 | 17,970,921 | - | - |
| Gas | 24,903,617 | 30,440,274 | - | - |
| Public transportation | 2,178,077 | 314,560 | 1,009,120 | - |
| Bradford Creek Golf Course | 930,162 | 859,829 | - | - |
| Stormwater utility | 3,285,132 | 2,961,631 | - | - |
| Sanitation fund | 6,000,000 | 5,407,569 | - | 4,911 |
| Total business-type activities | 261,862,687 | 270,948,664 | 1,009,120 | 4,911 |
| Total primary government | \$ 341,138,726 | \$ 280,962,349 | \$ 10,828,756 | \$ 4,096,036 |

General revenues:

- Ad valorem taxes
- Sales and use taxes
- Cable TV franchise tax
- Medicaid Hold Harmless payment
- Rental vehicle, gross receipts
- Utilities franchise tax
- Beer and wine tax
- Other taxes & licenses
- Investment earnings
- Loss on disposal of assets
- Subtotal general revenue

Transfers

Total general revenues and transfers

- Change in net assets
- Net assets, beginning of year:
- Net assets, ending

See Notes to the Financial Statements.

Exhibit B

**Net (Expense) Revenue and
Changes in Net Assets**

| Governmental Activities | Business-Type Activities | Total |
|------------------------------------|-------------------------------------|-----------------------|
| \$ (6,198,322) | \$ - | \$ (6,198,322) |
| (32,119,358) | - | (32,119,358) |
| (4,069,303) | - | (4,069,303) |
| (8,242,584) | - | (8,242,584) |
| (3,117,209) | - | (3,117,209) |
| (1,604,817) | - | (1,604,817) |
| <u>(55,351,593)</u> | <u>-</u> | <u>(55,351,593)</u> |
| - | 5,262,684 | 5,262,684 |
| - | 59,670 | 59,670 |
| - | 1,762,587 | 1,762,587 |
| - | 5,493,657 | 5,493,657 |
| - | (854,337) | (854,337) |
| - | (70,353) | (70,353) |
| - | (323,481) | (323,481) |
| - | (1,230,419) | (1,230,419) |
| - | <u>10,100,008</u> | <u>10,100,008</u> |
| <u>(55,351,593)</u> | <u>10,100,008</u> | <u>(45,251,585)</u> |
| 31,487,007 | - | 31,487,007 |
| 11,935,555 | - | 11,935,555 |
| 953,187 | - | 953,187 |
| 2,758,919 | - | 2,758,919 |
| 121,759 | - | 121,759 |
| 5,488,817 | - | 5,488,817 |
| 368,940 | - | 368,940 |
| 844,992 | - | 844,992 |
| 970,036 | 336,577 | 1,306,613 |
| (330,203) | - | (330,203) |
| <u>54,599,009</u> | <u>336,577</u> | <u>54,935,586</u> |
| 5,554,528 | (5,554,528) | - |
| <u>60,153,537</u> | <u>(5,217,951)</u> | <u>54,935,586</u> |
| 4,801,944 | 4,882,057 | 9,684,001 |
| 167,336,171 | 318,843,321 | 486,179,492 |
| <u>\$ 172,138,115</u> | <u>\$ 323,725,378</u> | <u>\$ 495,863,493</u> |

DRAFT

City of Greenville, North Carolina

Exhibit C

Balance Sheet - Governmental Funds
June 30, 2012

| | General | Non-Major Governmental Funds | Total Governmental Funds |
|--|----------------------|------------------------------------|--------------------------------|
| Assets | | | |
| Cash and investments | \$ 28,316,943 | \$ 7,780,700 | \$ 36,097,643 |
| Taxes receivable, net | 1,057,465 | - | 1,057,465 |
| Accounts receivable, net | 2,893,604 | 1,112,154 | 4,005,758 |
| Loans receivable | - | - | - |
| Due from other funds | 3,138,355 | - | 3,138,355 |
| Due from other governments | 2,802,480 | 248,880 | 2,851,360 |
| Inventories | 17,361 | - | 17,361 |
| Prepaid items and deposits | 133,399 | 43,685 | 177,083 |
| Restricted cash and investments | 514,218 | 3,402,042 | 3,916,260 |
| Total assets | \$ 38,673,824 | \$ 12,587,461 | \$ 51,261,285 |
| Liabilities and Fund Balances | | | |
| Liabilities: | | | |
| Accounts payable and accrued liabilities | \$ 2,934,493 | \$ 660,918 | \$ 3,595,451 |
| Due to other funds | - | 1,588,826 | 1,588,826 |
| Other liabilities | 23,214 | - | 23,214 |
| Deferred/Unearned revenue | 3,481,110 | 455,225 | 3,936,335 |
| Total liabilities | 6,709,817 | 2,704,969 | 9,413,826 |
| Fund Balances | | | |
| Nonspendable | | | |
| Prepaid items and inventories | 150,759 | 43,685 | 194,444 |
| Spendable | | | |
| Restricted | | | |
| Stabilization by State Statute | 11,686,714 | 1,361,062 | 13,047,796 |
| Restricted for general government | 1,251,192 | - | 1,251,192 |
| Restricted for streets | 1,837,757 | - | 1,837,757 |
| Restricted for public safety | 405,763 | 16,946 | 422,709 |
| Restricted for public works | - | 606,102 | 606,102 |
| Restricted for economic development | - | 2,655,837 | 2,655,837 |
| Restricted for culture and recreation | - | 1,433,244 | 1,433,244 |
| Committed | | | |
| Committed for catastrophic losses | 2,729,453 | - | 2,729,453 |
| Committed for League of Municipalities | 145,606 | - | 145,606 |
| Committed for capital projects | - | 4,893,493 | 4,893,493 |
| Committed for debt service | 184,581 | 979,357 | 1,163,938 |
| Assigned | | | |
| Assigned for subsequent years expenditures | 2,489,798 | - | 2,489,798 |
| Unassigned | 11,083,344 | (2,107,254) | 8,976,090 |
| Total fund balance | 31,964,967 | 9,882,492 | 41,847,459 |
| Total liabilities and fund balances | \$ 38,673,824 | \$ 12,587,461 | \$ 51,261,285 |

(Continued)

City of Greenville, North Carolina

Exhibit D

Statement of Revenues, Expenditures and Changes in Fund Balance
Governmental Funds
For the Year Ended June 30, 2012

| | General | Nonmajor Governmental Funds | Total Governmental Funds |
|--|-------------------|-----------------------------------|--------------------------------|
| Revenues: | | | |
| Ad valorem taxes | \$ 31,567,341 | \$ - | \$ 31,567,341 |
| Other taxes | 15,769,420 | 844,992 | 16,614,412 |
| Unrestricted intergovernmental | 5,857,757 | - | 5,857,757 |
| Restricted intergovernmental | 4,287,027 | 7,878,138 | 12,165,165 |
| Licenses, permits and fees | 2,632,194 | - | 2,632,194 |
| Sales and services | 5,117,437 | - | 5,117,437 |
| Investment earnings | 951,911 | 16,857 | 968,768 |
| Other revenues | 501,427 | 858,937 | 1,360,364 |
| Total revenues | 66,690,514 | 9,598,924 | 76,289,438 |
| Expenditures: | | | |
| Current: | | | |
| General government | 9,128,205 | - | 9,128,205 |
| Public safety | 24,441,277 | 659,246 | 25,100,523 |
| Public works | 9,562,137 | 1,275,514 | 10,837,651 |
| Cultural and recreational | 6,572,708 | 2,199,544 | 8,772,252 |
| Economic and physical development | 1,668,323 | 3,271,153 | 4,939,476 |
| Capital outlay | 3,626,076 | 7,020,792 | 10,646,868 |
| Reimbursement of indirect cost | (601,354) | - | (601,354) |
| Contribution to OPEB Trust | 250,000 | - | 250,000 |
| Debt service: | | | |
| Principal retirement | - | 3,016,695 | 3,016,695 |
| Interest and fees | - | 1,714,758 | 1,714,758 |
| Total expenditures | 63,647,372 | 19,157,702 | 82,805,074 |
| Excess (deficiency) of revenues over (under) expenditures | 3,043,142 | (9,558,778) | (6,515,636) |
| Other financing sources (uses): | | | |
| Debt issued | - | 4,292,944 | 4,292,944 |
| Payments to escrow agents | - | (4,207,672) | (4,207,672) |
| Transfers from other funds | 7,138,403 | 7,056,938 | 14,195,341 |
| Transfers to other funds | (7,364,789) | (1,644,537) | (9,009,326) |
| Total other financing sources | (226,386) | 5,497,673 | 5,271,287 |
| Net change in fund balances | 2,816,756 | (4,061,105) | (1,244,349) |
| Fund balance: | | | |
| Beginning | 29,154,211 | 13,943,597 | 43,097,808 |
| Ending | \$ 31,964,967 | \$ 9,882,492 | \$ 41,847,459 |

See Notes to the Financial Statements.

City of Greenville, North Carolina

Exhibit F

General Fund Annually Budgeted Major Fund
Statement of Revenues, Expenditures and Changes in Fund Balance -
Budget and Actual
For the Year Ended June 30, 2012

| | General Fund | | | |
|---|--------------------|--------------------|----------------------|--|
| | Budget | | Actual Amounts | Variance With Final Budget - Positive (Negative) |
| | Original | Final | | |
| Revenues: | | | | |
| Ad valorem taxes | \$ 29,813,308 | \$ 30,596,014 | \$ 31,567,341 | \$ 971,327 |
| Other taxes | 14,350,430 | 15,262,169 | 15,769,420 | 507,251 |
| Unrestricted intergovernmental | 8,449,831 | 6,334,590 | 5,857,757 | (476,923) |
| Restricted intergovernmental | 4,181,705 | 4,591,804 | 4,287,027 | (234,867) |
| Licenses, permits and fees | 3,591,789 | 2,385,165 | 2,632,194 | 247,029 |
| Sales and services | 3,694,443 | 4,855,385 | 5,117,437 | 262,072 |
| Investment earnings | 1,884,450 | 1,884,450 | 951,911 | (932,539) |
| Other revenues | 295,641 | 319,712 | 501,427 | (118,285) |
| Total revenues | 66,261,597 | 66,459,449 | 66,684,514 | 225,065 |
| Expenditures: | | | | |
| Current: | | | | |
| General government | 10,263,056 | 10,644,926 | 9,128,205 | 1,516,721 |
| Public safety | 35,373,003 | 36,188,853 | 34,441,277 | 1,747,576 |
| Public works | 9,042,700 | 9,499,135 | 8,562,137 | 936,998 |
| Economic development | 1,725,349 | 1,986,404 | 1,868,323 | 298,081 |
| Cultural and recreational | 6,305,388 | 6,714,756 | 6,572,708 | 142,048 |
| Capital outlay | 5,901,383 | 7,832,461 | 3,626,076 | 4,206,385 |
| Reimbursement of indirect cost | (601,354) | (601,354) | (601,354) | - |
| Contribution to OPEB Trust | 250,000 | 250,000 | 250,000 | - |
| Contingency | 150,000 | - | - | - |
| Total expenditures | 68,430,353 | 72,495,181 | 63,647,372 | 8,847,809 |
| Revenues under expenditures | (2,168,756) | (6,035,732) | 3,037,142 | 9,072,874 |
| Other financing sources (uses): | | | | |
| Transfers from other funds | 6,048,622 | 7,118,476 | 7,138,403 | 19,927 |
| Transfers to other funds | (5,970,451) | (7,557,406) | (7,364,789) | 192,617 |
| Appropriated fund balance | 2,090,585 | 6,474,662 | - | (6,474,662) |
| Total other financing sources (uses) | 2,168,756 | 6,035,732 | (226,386) | (6,262,118) |
| Revenues and other sources over | | | | |
| (under) expenditures and other uses | \$ - | \$ - | 2,810,756 | \$ 2,810,756 |
| Fund balance, beginning of year | | | 29,154,211 | |
| Fund balance, end of year | | | <u>\$ 31,964,967</u> | |

See Notes to the Financial Statements.

This Page Intentionally Left Blank

City of Greenville, North Carolina

Statement of Fund Net Assets
Proprietary Funds
June 30, 2012

| | Major Enterprise Funds | | | |
|--|------------------------|----------------------|----------------------|----------------------|
| | Electric Fund | Water Fund | Sewer Fund | Gas Fund |
| Assets | | | | |
| Current Assets | | | | |
| Cash and cash equivalents | \$ 39,446,938 | \$ 4,304,153 | \$ 5,294,991 | \$ 21,385,252 |
| Investments | 5,540,971 | 650,637 | 822,022 | 2,986,370 |
| Accounts receivable, net | 20,701,978 | 1,745,224 | 1,626,289 | 1,650,769 |
| Notes receivable | - | 505,348 | - | - |
| Due from other governments | 944,264 | 65,326 | 271,783 | 17,241 |
| Due from other funds | 121,203 | - | - | - |
| Inventories | 5,572,407 | 625,633 | 103,655 | 510,257 |
| Prepaid items and deposits | 47,480 | 490 | 13,327 | 979 |
| Total current assets | 72,375,221 | 7,898,831 | 8,331,867 | 26,550,868 |
| Noncurrent Assets | | | | |
| Cash and cash equivalents, restricted | 738,374 | 1,600,500 | 1,498,222 | 489,302 |
| Land improvements and construction in progress | 3,723,327 | 7,700,882 | 28,017,713 | 381,694 |
| Other capital assets, net | 85,080,406 | 22,614,957 | 106,006,424 | 27,932,607 |
| Total noncurrent assets | 89,542,107 | 31,916,339 | 135,522,359 | 28,803,603 |
| Total assets | 161,915,328 | 104,041,116 | 143,854,026 | 55,354,471 |
| Liabilities and Net Assets | | | | |
| Current Liabilities | | | | |
| Accounts payable and accrued | 1,052,143 | 1,210,885 | 1,978,025 | 1,219,387 |
| Customer deposits | 2,600,181 | 471,650 | 775 | 328,511 |
| Accrued interest payable | 195,699 | 247,222 | 284,535 | 81,438 |
| Due to other funds | 814,082 | - | - | - |
| Unearned revenue | - | 190,801 | 365,283 | - |
| Current portion of compensated | 618,094 | 274,697 | 257,179 | 199,338 |
| Current maturities of long-term debt | 2,215,522 | 2,652,095 | 3,297,344 | 1,027,290 |
| Total current liabilities | 22,796,721 | 5,047,350 | 6,183,141 | 2,855,964 |
| Noncurrent Liabilities | | | | |
| Compensated absences payable | 123,528 | 83,194 | 104,015 | 83,237 |
| Noncurrent portion of other | 21,739,829 | 30,344,359 | 40,395,903 | 8,172,547 |
| Noncurrent portion of long-term debt | 4,279,018 | 1,876,735 | 1,515,104 | 1,382,884 |
| Total noncurrent liabilities | 26,142,375 | 32,304,288 | 42,015,022 | 9,638,668 |
| Total liabilities | 48,939,096 | 37,351,638 | 48,198,163 | 12,494,632 |
| Net Assets | | | | |
| Investment in capital assets, net of | 65,584,758 | 62,559,784 | 91,237,321 | 19,603,766 |
| Unrestricted net assets | 47,391,476 | 4,129,694 | 4,418,542 | 23,256,073 |
| Total net assets | \$ 112,976,234 | \$ 66,689,478 | \$ 95,655,863 | \$ 42,859,839 |

See Notes to the Financial Statements.

Exhibit G

| Nonmajor Enterprise Funds | Total Enterprise Funds | Internal Service Funds |
|---------------------------------|------------------------------|------------------------------|
| \$ 4,553,968 | \$ 74,985,302 | \$ 10,347,268 |
| - | 10,000,000 | - |
| 719,788 | 26,644,048 | 95,455 |
| - | 505,348 | - |
| 26,527 | 1,325,141 | 117,888 |
| 816,121 | 937,324 | - |
| 14,197 | 6,825,769 | 144,273 |
| 676 | 62,932 | 182 |
| <u>6,131,277</u> | <u>121,285,864</u> | <u>10,705,066</u> |
| 3,701 | 4,328,105 | - |
| 6,153,021 | 46,204,577 | - |
| <u>1,910,138</u> | <u>307,544,534</u> | <u>7,352,172</u> |
| <u>8,066,860</u> | <u>358,077,216</u> | <u>7,352,172</u> |
| <u>14,198,137</u> | <u>479,363,080</u> | <u>18,407,238</u> |
| 690,541 | 21,450,981 | 1,776,180 |
| - | 3,402,117 | - |
| - | 808,694 | - |
| 981,109 | 1,795,710 | 315,762 |
| 1,320 | 557,404 | 1,854 |
| 268,862 | 1,618,170 | - |
| 166,457 | 9,358,708 | - |
| <u>2,108,289</u> | <u>38,991,465</u> | <u>2,105,066</u> |
| - | 393,974 | - |
| 1,975,369 | 102,628,007 | - |
| <u>4,570,515</u> | <u>13,624,256</u> | - |
| <u>6,545,884</u> | <u>116,646,237</u> | - |
| <u>8,654,173</u> | <u>155,637,702</u> | <u>2,105,066</u> |
| 3,329,888 | 242,315,517 | 7,352,172 |
| 2,214,076 | 81,409,861 | 8,600,000 |
| <u>\$ 5,543,964</u> | <u>\$ 323,725,378</u> | <u>\$ 15,952,172</u> |

DRAFT

City of Greenville, North Carolina

Statement of Revenues, Expenses, and Changes in Fund Net Assets
Proprietary Funds
For the Year Ended June 30, 2012

| | Major Enterprise Funds | | |
|---|------------------------|----------------------|----------------------|
| | Electric Fund | Water Fund | Sewer Fund |
| Operating revenues: | | | |
| Charges for services | \$ 192,141,546 | \$ 16,011,867 | \$ 17,511,313 |
| Other operating revenues | 494,829 | 106,365 | 90,269 |
| Total operating revenues | 192,636,375 | 16,118,232 | 17,601,582 |
| Operating expenses: | | | |
| Administrative and general | 7,714,251 | 2,422,931 | 2,638,001 |
| Operations and maintenance | 14,888,745 | 8,950,875 | 8,041,571 |
| Purchased power and gas | 160,322,489 | - | - |
| Depreciation and amortization | 7,327,825 | 3,700,586 | 4,265,475 |
| Claims and payments to third party administrators | | | |
| Total operating expenses | 190,253,310 | 15,083,392 | 14,945,047 |
| Operating income (loss) | 2,383,065 | 1,034,840 | 2,656,535 |
| Nonoperating revenues (expenses): | | | |
| Investment earnings | 173,237 | 46,380 | 35,430 |
| Restricted intergovernmental revenues | - | - | - |
| Other revenue | 3,891,846 | 344,327 | 369,339 |
| Interest expense | (1,115,327) | (1,319,497) | (1,263,287) |
| Total nonoperating revenue (expenses) | 3,929,756 | (972,790) | (858,518) |
| Income (loss) before transfers and contributions | 6,312,821 | 106,050 | 1,798,017 |
| Transfers in (out) and capital contributions: | | | |
| Capital contributions | - | - | - |
| Transfers from other funds | - | - | - |
| Transfers to other funds | (4,594,622) | - | - |
| Total transfers in (out) and capital contributions | (4,594,622) | - | - |
| Change in net assets | 841,299 | 106,050 | 1,798,017 |
| Net assets: | | | |
| Beginning of year, July 1st | 112,134,935 | 66,583,428 | 93,857,846 |
| End of year, June 30th | \$ 112,976,234 | \$ 66,689,478 | \$ 95,655,863 |

See Notes to the Financial Statements.

Exhibit H

| Gas Fund | Nonmajor Enterprise Funds | Total Enterprise Funds | Internal Service Funds |
|----------------------|---------------------------|------------------------|------------------------|
| \$ 30,278,070 | \$ 9,485,993 | \$ 265,408,789 | \$ 32,529,652 |
| 94,038 | 77,596 | 863,095 | 212,112 |
| <u>30,372,106</u> | <u>9,543,589</u> | <u>266,271,884</u> | <u>32,741,764</u> |
| 2,680,392 | 31,868 | 15,487,443 | 2,284,557 |
| 4,551,607 | 12,322,065 | 48,754,863 | 4,375,917 |
| 15,669,233 | - | 175,991,722 | - |
| 1,659,075 | 475,217 | 17,437,178 | 895,968 |
| - | - | - | 2,418,574 |
| <u>24,560,307</u> | <u>12,829,150</u> | <u>257,671,206</u> | <u>29,975,046</u> |
| <u>5,811,799</u> | <u>(3,285,561)</u> | <u>8,600,678</u> | <u>2,766,718</u> |
| 79,827 | 1,703 | 336,877 | 1,268 |
| - | 1,014,031 | 1,014,031 | - |
| 68,168 | - | 4,676,780 | - |
| (386,310) | (207,060) | (4,191,481) | - |
| <u>(238,315)</u> | <u>808,674</u> | <u>1,825,907</u> | <u>1,268</u> |
| <u>5,573,484</u> | <u>(2,476,887)</u> | <u>10,426,585</u> | <u>2,767,986</u> |
| - | - | - | - |
| - | 87,705 | 487,705 | 196,766 |
| <u>(1,140,755)</u> | <u>(306,856)</u> | <u>(6,042,233)</u> | <u>-</u> |
| <u>(1,140,755)</u> | <u>180,849</u> | <u>(5,554,528)</u> | <u>196,766</u> |
| <u>4,432,729</u> | <u>(2,296,036)</u> | <u>4,882,057</u> | <u>2,964,752</u> |
| <u>38,427,110</u> | <u>7,840,002</u> | <u>318,843,321</u> | <u>12,987,419</u> |
| <u>\$ 42,859,839</u> | <u>\$ 5,543,964</u> | <u>\$ 323,725,378</u> | <u>\$ 15,952,171</u> |

City of Greenville, North Carolina

Statement of Cash Flows
Proprietary Funds
For the Year Ended June 30, 2012

| | Major Enterprise Funds | | | |
|---|------------------------|--------------------|---------------------|--------------------|
| | Electric Fund | Water Fund | Sewer Fund | Gas Fund |
| Cash Flows From Operating Activities | | | | |
| Cash received from customers | \$ 194,661,786 | \$ 16,416,867 | \$ 17,668,816 | \$ 31,041,492 |
| Other operating receipts | 3,814,718 | 298,249 | (120,149) | 97,177 |
| Cash paid to vendors | (174,475,500) | (6,545,492) | (5,908,799) | (19,794,979) |
| Cash paid to employees | (9,967,701) | (4,477,746) | (4,450,557) | (3,504,142) |
| Loans made | | 29,017 | | |
| Net cash provided by (used in) operating activities | 14,033,303 | 5,720,895 | 7,189,312 | 7,839,548 |
| Cash Flows From Noncapital Financing Activities | | | | |
| Transfer from (to) other funds | | | | |
| Restricted governmental operating grants | (4,591,785) | | - | (1,140,755) |
| Net cash provided by (used in) noncapital financing activities | (4,591,785) | - | - | (1,140,755) |
| Cash Flows From Capital and Related Financing Activities | | | | |
| Acquisition and construction of capital assets | (6,321,109) | (2,116,671) | (8,501,988) | (824,381) |
| Capital grants | | 213,797 | - | - |
| Capital related receipts from customers | | 124,248 | 269,039 | |
| Interfund transfers on capital assets | | | | |
| Proceeds from issuance of long-term debt | 134,844 | 548,872 | 2,037,546 | 22,028 |
| Principal repayments of long-term debt | (1,980,077) | (2,510,825) | (3,418,886) | (980,324) |
| Interest and other debt related expenses | (1,004,215) | (1,307,705) | (1,566,649) | (375,400) |
| Net cash used in capital and related financing activities | (8,471,147) | (5,048,084) | (11,180,938) | (2,158,079) |
| Cash Flows From Investing Activities | | | | |
| Purchase of investments | (885,412) | (264,902) | - | (911,471) |
| Proceed from sale and maturity of investments | - | - | 61,785 | - |
| Interest received on investments | 225,229 | 52,131 | 45,762 | 101,962 |
| Net cash provided by (used in) investing activities | (660,183) | (212,771) | 107,547 | (809,509) |
| Net increase (decrease) in cash and cash equivalents | 310,188 | 459,840 | (3,884,079) | 3,731,205 |
| Cash and cash equivalents | | | | |
| Beginning | 39,873,124 | 5,444,819 | 10,677,292 | 18,143,349 |
| Ending | \$ 40,183,312 | \$ 5,904,659 | \$ 6,793,213 | \$ 21,874,554 |

See Notes to the Financial Statements.

Exhibit I

| Nonmajor Enterprise Funds | Total Enterprise Funds | Internal Service Funds |
|---------------------------------|------------------------------|------------------------------|
| \$ 9,478,845 | \$ 289,267,606 | \$ 32,459,315 |
| - | 4,089,995 | - |
| (4,705,131) | (211,429,900) | (27,078,003) |
| (6,812,117) | (29,212,283) | (1,174,993) |
| - | 29,017 | - |
| (2,038,403) | 32,744,455 | 4,206,319 |
| 302,615 | 302,615 | 75,000 |
| 1,014,031 | (4,716,509) | - |
| 1,316,646 | (4,415,894) | 75,000 |
| (1,588,176) | (19,332,415) | (2,144,448) |
| - | 213,797 | - |
| - | 393,287 | - |
| - | - | - |
| - | 3,442,788 | - |
| (166,457) | (9,056,369) | - |
| (207,060) | (4,461,029) | - |
| (1,941,693) | (28,799,941) | (2,144,448) |
| - | (2,061,785) | - |
| - | 61,785 | - |
| 1,703 | 426,787 | 1,268 |
| 1,703 | (1,573,213) | 1,268 |
| (2,661,747) | (2,044,593) | 2,138,139 |
| 7,219,416 | 81,358,000 | 8,209,129 |
| \$ 4,557,669 | \$ 79,313,407 | \$ 10,347,268 |

(Continued)

City of Greenville, North Carolina

Statement of Cash Flows (Continued)
Proprietary Funds
For the Year Ended June 30, 2012

| | Major Enterprise Funds | | | |
|--|------------------------|------------------|------------------|------------------|
| | Electric Fund | Water Fund | Sewer Fund | Gas Fund |
| Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities | | | | |
| Operating income (loss) | \$ 2,383,065 | \$ 1,034,840 | \$ 2,656,535 | \$ 5,811,799 |
| Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities: | | | | |
| Depreciation | 7,327,825 | 3,709,586 | 4,265,475 | 1,659,075 |
| Miscellaneous income (expense) adjustments | 3,894,946 | 220,475 | 100,300 | 68,168 |
| Net change in assets and liabilities: | | | | |
| Accounts receivable | 2,125,724 | 278,575 | 100,383 | 645,614 |
| Notes receivable | - | 29,017 | - | - |
| Due from other governments | (267,541) | 81,794 | (213,798) | 28,776 |
| Due from other funds | 22,615 | - | - | - |
| Inventories | (1,745,333) | (1,841) | (374) | (31,434) |
| Prepaid expense and deposits | 2,108 | 12,668 | (3,410) | 6,355 |
| Accounts payable and accrued expenses | (338,311) | 102,495 | 47,219 | (595,477) |
| Customer deposits | 64,385 | 46,706 | 275 | 24,005 |
| Due to other funds | (58,694) | - | - | - |
| Compensated absences | 18,314 | (17,970) | 33,192 | 17,840 |
| Other postemployment benefits accrual | 603,364 | 244,875 | 243,590 | 204,827 |
| Unearned revenue | - | (30,470) | (103,075) | - |
| Net cash provided by (used in) operating activities | 14,033,303 | 5,720,695 | 7,189,312 | 7,839,548 |
| Other disclosures: | | | | |
| Interest incurred | \$ 981,020 | \$ 1,302,843 | \$ 1,545,984 | \$ 359,258 |
| Interest paid | \$ 997,190 | \$ 1,302,048 | \$ 1,561,156 | \$ 370,073 |
| Interest capitalized | \$ - | \$ 17,119 | \$ 336,727 | \$ - |
| Noncash Capital and Related Financing Activities | | | | |
| Contributions of capital assets | \$ - | \$ - | \$ - | \$ - |
| Long-term debt assumed by governmental activities | \$ - | \$ - | \$ - | \$ - |
| Capital assets transferred to governmental activities | \$ - | \$ - | \$ - | \$ - |

See Notes to the Financial Statements.

Exhibit I
(continued)

| Nonmajor Enterprise Funds | Total Enterprise Funds | Internal Service Funds |
|---------------------------------|------------------------------|------------------------------|
| \$ (3,285,561) | \$ 8,600,678 | \$ 2,766,718 |
| 475,217 | 17,437,178 | 895,968 |
| - | 4,283,493 | - |
| 43,964 | 3,257,280 | (67,967) |
| - | 28,017 | - |
| 21 | (370,748) | - |
| (116,197) | (93,582) | - |
| - | (1,778,496) | (33,815) |
| (676) | 17,536 | (182) |
| 341,707 | (432,367) | 538,202 |
| - | 135,371 | - |
| 172,073 | 113,379 | 11,167 |
| (17,935) | 33,441 | - |
| 341,516 | 1,638,372 | - |
| (4,537) | (138,082) | (4,537) |
| (2,050,408) | 32,732,400 | 4,200,819 |
| \$ - | \$ 4,189,105 | \$ - |
| \$ - | \$ 4,230,467 | \$ - |
| \$ - | \$ 353,848 | \$ - |
| \$ 154,848 | \$ 154,848 | \$ 121,766 |
| \$ - | \$ - | \$ - |
| \$ 121,766 | \$ 121,766 | \$ - |

DRAFT

City of Greenville, North Carolina

Exhibit J

Statement of Fiduciary Net Assets
Fiduciary Funds
June 30, 2011

| | OPEB Trust Funds |
|--------------------------------------|----------------------------|
| Assets | |
| Restricted cash and cash equivalents | \$ 1,327,790 |
| Accounts Receivable | 51 |
| Investments at fair value | <u>368,059</u> |
| Total assets | <u><u>1,695,900</u></u> |
| Liabilities | |
| Accounts payable | <u><u>1,043</u></u> |
| Net Assets | |
| Net assets | <u><u>\$ 1,694,857</u></u> |

See Notes to Financial Statements.

DRAFT

City of Greenville, North Carolina

Exhibit K

**Statement of Changes in Fiduciary Net Assets
Fiduciary Funds
For the Year Ended June 30, 2011**

| | OPEB Trust Funds |
|--|------------------------|
| <hr/> | |
| Additions: | |
| Employer contributions | \$ 2,299,783 |
| Investment earnings | 72,035 |
| Total additions | <u>2,371,818</u> |
| | |
| Deductions: | |
| Benefits | <u>1,801,162</u> |
| | |
| Change in net assets | 570,656 |
| | |
| Net assets reserved for employees' other post-employment benefits | |
| Beginning | 1,124,201 |
| Ending | <u>\$ 1,694,857</u> |

See Notes to Financial Statements.

DRAFT

General Fund

The General Fund accounts for the revenues and expenditures in operating the general government 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, parks and recreation, as well as other governmental service functions.

City of Greenville, North Carolina

Schedule A-6
Page 1 of 3

General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | | Variance Positive (Negative) | 2011 |
|---|----------------------|-------------------|------------------------------------|-------------------|
| | Final Budget | Actual | | Actual |
| Revenues: | | | | |
| Ad valorem taxes: | | | | |
| Current year operations | | \$ 31,235,385 | | \$ 30,586,450 |
| Prior year | | 652,403 | | 492,978 |
| Interest and penalties | | 185,311 | | 183,813 |
| Tax discounts | | (382,012) | | (361,192) |
| Tax refunds | | (123,776) | | (153,402) |
| Total ad valorem taxes | \$ 30,596,014 | 31,567,341 | 971,327 | 30,748,647 |
| Other taxes: | | | | |
| Local options sales tax | | 5,881,683 | | 5,288,127 |
| Cable TV franchise tax | | 95,187 | | 912,877 |
| One-half percent sales tax | | 6,033,872 | | 5,436,147 |
| Medicaid Hold Harmless payment | | 2,758,919 | | 2,668,764 |
| Rental vehicle, gross receipts | | 12,759 | | 108,065 |
| Total other taxes | 15,261,169 | 15,769,420 | 507,251 | 14,413,980 |
| Unrestricted intergovernmental: | | | | |
| Other unrestricted revenues | | - | | 24,673 |
| Utilities franchise tax | | 5,488,817 | | 5,575,851 |
| Beer and wine tax | | 368,940 | | 363,923 |
| Total unrestricted intergovernmental | 6,334,680 | 5,857,757 | (476,923) | 5,964,447 |
| Restricted intergovernmental: | | | | |
| NC DOT traffic control lights | | 223,752 | | 85,553 |
| Housing Authority Drug Grant | | 127,952 | | 136,461 |
| Special Federal, State and Local Grants | | 636,875 | | 862,688 |
| Section 104F Planning Grant | | 121,333 | | 173,930 |
| Law enforcement block grant | | 432,363 | | 551,237 |
| Fire and rescue SAFER grant | | 268,794 | | 447,169 |
| Other restricted intergovernmental revenue | | 278,844 | | 166,237 |
| Powell Bill, State allocation payment | | 2,197,114 | | 2,022,578 |
| Total restricted intergovernmental | 4,521,894 | 4,287,027 | (234,867) | 4,445,853 |
| Licenses, permits and fees: | | | | |
| Privilege licenses | | 551,249 | | 615,943 |
| Inspection fees | | 983,102 | | 800,481 |
| State fire protection | | 395,352 | | 356,706 |
| Planning department fees | | 111,002 | | 78,694 |
| Police department fees | | 329,423 | | 238,022 |
| Fire and rescue department fees | | 173,377 | | 176,755 |
| Other permits and fees | | 88,689 | | 98,821 |
| Total licenses, permits and fees | 2,385,165 | 2,632,194 | 247,029 | 2,365,422 |

(Continued)

City of Greenville, North Carolina

Schedule A-6
Page 2 of 3

General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | | Variance Positive (Negative) | 2011 |
|---|---------------------|-------------------|------------------------------------|-------------------|
| | Final Budget | Actual | | Actual |
| Sales and services: | | | | |
| Rescue fees | | \$ 2,886,731 | | \$ 3,069,058 |
| Recreation department programs and fees | | 1,090,434 | | 1,089,988 |
| Utilities street cuts | | 238,407 | | 335,344 |
| Rents and concessions | | 208,257 | | 158,546 |
| Other sales and services | | 693,608 | | 637,162 |
| Total sales and services | \$ 4,855,365 | 5,117,437 | \$ 262,072 | 5,290,098 |
| Investment earnings | 1,884,450 | 957,911 | (932,539) | 897,136 |
| Other revenues: | | | | |
| Parking violation penalty | | 174,679 | | 197,435 |
| Other revenues | | 378,448 | | 113,716 |
| Total other revenues | 619,712 | 553,127 | (118,285) | 311,151 |
| Total revenues | 66,459,449 | 68,284,514 | 225,065 | 64,436,734 |
| Expenditures: | | | | |
| General government: | | | | |
| Mayor and City Council | 431,559 | 356,777 | 64,852 | 355,104 |
| City Manager | 1,183,845 | 1,004,025 | 179,862 | 964,054 |
| City Clerk | 308,883 | 230,830 | 78,053 | 244,254 |
| City Attorney | 455,445 | 431,887 | 23,758 | 418,229 |
| Human Resources | 2,762,905 | 2,153,506 | 609,399 | 2,153,306 |
| Financial Services | 2,292,054 | 2,154,877 | 137,177 | 2,189,029 |
| Information Technology | 3,210,123 | 2,788,503 | 423,620 | 2,402,788 |
| Total general government | 10,644,926 | 9,128,205 | 1,516,721 | 8,726,764 |
| Public safety: | | | | |
| Fire and Rescue | 13,009,737 | 12,791,728 | 218,009 | 12,549,309 |
| Police | 23,179,116 | 21,649,549 | 1,529,567 | 22,160,843 |
| Total public safety | 36,188,853 | 34,441,277 | 1,747,576 | 34,710,152 |
| Public works: | | | | |
| Other public works | 8,217,694 | 7,428,461 | 789,233 | 7,066,170 |
| Streets | 1,281,441 | 1,133,676 | 147,765 | 991,116 |
| Total public works | 9,499,135 | 8,562,137 | 936,998 | 8,057,286 |

(Continued)

City of Greenville, North Carolina

Schedule A-6
Page 3 of 3

General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | | Variance Positive (Negative) | 2011 |
|---|-----------------|---------------|------------------------------------|---------------|
| | Final Budget | Actual | | Actual |
| Economic and physical development: | | | | |
| Community Development | \$ 1,966,404 | \$ 1,668,323 | \$ 298,081 | \$ 1,573,707 |
| Cultural and Recreational: | | | | |
| Recreation | 6,714,756 | 6,572,708 | 142,048 | 6,156,439 |
| Capital outlay | 7,832,461 | 3,628,076 | 4,206,385 | 3,646,896 |
| Reimbursement of indirect cost | (601,354) | (601,354) | - | (373,081) |
| Contribution to OPEB trust | 250,000 | 250,000 | - | 250,000 |
| Contingency | | | | |
| Total expenditures | 72,466,161 | 63,648,372 | 8,847,809 | 62,748,163 |
| Revenues over (under) expenditures | (6,035,732) | 8,037,142 | 9,072,874 | 1,688,571 |
| Other Financing Sources (Uses): | | | | |
| Transfers in: | | | | |
| Greenville Utilities Commission turnover | 5,015,940 | 5,073,485 | 57,542 | 4,764,858 |
| Greenville Utilities Commission, lighting | 667,759 | 690,144 | (37,615) | 677,932 |
| Other funds | 1,374,774 | 1,374,774 | - | 976,223 |
| Transfers out | (7,557,406) | (7,364,789) | 192,617 | (6,560,717) |
| Appropriated fund balance | 8,474,662 | - | (8,474,662) | - |
| Total other financing sources (uses) | 6,035,732 | (226,366) | (6,262,118) | (141,704) |
| Excess of revenues and other financing over (under) expenditures and other financing uses | \$ - | 2,810,756 | 2,810,756 | \$ 1,546,867 |
| Fund balance, beginning of year, July 1st | | 29,154,211 | | 27,607,344 |
| Fund balance, end of year, June 30th | | \$ 31,964,967 | | \$ 29,154,211 |

Non-Major Governmental Funds

This Page Intentionally Left Blank

City of Greenville, North Carolina

Schedule B-1

Nonmajor Governmental Funds
Combining Balance Sheet
June 30, 2012

| | Special Revenue Funds | Debt Service Fund | Capital Project Funds | Total |
|--|-----------------------------|-------------------------|-----------------------------|----------------------|
| Assets | | | | |
| Assets | | | | |
| Cash and cash equivalents | \$ 1,365,320 | \$ 979,357 | \$ 5,436,023 | \$ 7,780,700 |
| Accounts receivable, net | 720,017 | - | 384,842 | 1,104,859 |
| Interest receivable | 7,295 | - | - | 7,295 |
| Loans receivable | - | - | - | - |
| Due from other governments | 148,440 | - | 100,440 | 248,880 |
| Prepaid items and deposits | 43,685 | - | - | 43,685 |
| Restricted cash and investments | 338,243 | - | 663,799 | 3,402,042 |
| Total assets | \$ 2,623,000 | 979,357 | \$ 8,985,104 | \$ 12,587,461 |
| Liabilities and Fund Balances | | | | |
| Liabilities: | | | | |
| Accounts payable and accrued liabilities | \$ 390,256 | \$ - | \$ 270,662 | \$ 660,918 |
| Due to other funds | 75,789 | - | 863,363 | 1,588,826 |
| Deferred revenue | 38,928 | - | 123,297 | 455,225 |
| Total liabilities | 1,445,973 | - | 1,257,322 | 2,704,969 |
| Fund balances: | | | | |
| Nonspendable | | | | |
| Prepaid items | 43,685 | - | - | 43,685 |
| Spendable | | | | |
| Restricted | | | | |
| Stabilization by State Statute | 875,800 | - | 485,282 | 1,361,082 |
| Restricted for public safety | 16,946 | - | - | 16,946 |
| Restricted for public works | 61,572 | - | 544,530 | 606,102 |
| Restricted for economic development | 149,634 | - | 2,506,203 | 2,655,837 |
| Restricted for culture and recreation | 791,284 | - | 641,980 | 1,433,244 |
| Committed | | | | |
| Committed for capital projects | - | - | 4,893,493 | 4,893,493 |
| Committed for debt service | - | 979,357 | - | 979,357 |
| Unassigned | (763,568) | - | (1,343,686) | (2,107,254) |
| Total fund balances | 1,175,353 | 979,357 | 7,727,782 | 9,882,492 |
| Total liabilities and fund balances | \$ 2,623,000 | \$ 979,357 | \$ 8,985,104 | \$ 12,587,461 |

This Page Intentionally Left Blank

City of Greenville, North Carolina

Schedule B-2

**Nonmajor Governmental Funds
Combining Statement of Revenues, Expenditures,
and Changes in Fund Balances
Year Ended June 30, 2012**

| | Special Revenue Funds | Debt Service Fund | Capital Project Funds | Total |
|--|-----------------------------|-------------------------|-----------------------------|---------------------|
| Revenues: | | | | |
| Other taxes | \$ - | \$ 550,372 | \$ 294,620 | \$ 844,992 |
| Restricted intergovernmental | 5,632,647 | - | 2,245,491 | 7,878,138 |
| Investment earnings | 9,535 | 534 | 6,788 | 16,857 |
| Other revenues | 500,818 | - | 358,119 | 858,937 |
| Total revenues | 6,143,000 | 550,906 | 2,905,018 | 9,598,924 |
| Expenditures: | | | | |
| Current: | | | | |
| Cultural and recreational | 2,199,544 | - | - | 2,199,544 |
| Public safety | 659,246 | - | - | 659,246 |
| Public works | 1,275,514 | - | - | 1,275,514 |
| Economic and physical development | 3,271,153 | - | - | 3,271,153 |
| Capital outlay | - | - | 7,020,792 | 7,020,792 |
| Principal retirement | - | 3,016,695 | - | 3,016,695 |
| Interest and fees | - | 1,714,758 | - | 1,714,758 |
| Total expenditures | 7,405,457 | 4,731,453 | 7,020,792 | 19,157,702 |
| Deficiency of revenues under expenditures | 1,262,457 | (4,180,547) | (4,115,774) | (9,558,778) |
| Other financing sources (uses): | | | | |
| Debt issued | - | 4,292,944 | - | 4,292,944 |
| Payments to escrow agents | - | (4,207,672) | - | (4,207,672) |
| Transfers in | 1,356,812 | 4,131,344 | 1,608,782 | 7,096,938 |
| Transfers out | (582,411) | - | (1,102,126) | (1,684,537) |
| Total other financing sources (uses) | 774,401 | 4,216,616 | 506,656 | 5,497,673 |
| Net change in fund balances | (488,056) | 36,069 | (3,609,118) | (4,061,105) |
| Fund balances: | | | | |
| Fund balances, beginning of year | 1,663,409 | 943,288 | 11,336,900 | 13,943,597 |
| Fund balances, end of year, June 30th | \$ 1,175,353 | \$ 979,357 | \$ 7,727,782 | \$ 9,882,492 |

DRAFT

This Page Intentionally Left Blank

Non- Major Special Revenue Funds

Community Development and Home Program Fund

The Community Development and Home Program Fund is established to account for United States Department of Housing and Urban Development (HUD) block grant and home program grant proceeds allocated to the City for community development programs.

Sheppard Memorial Library

The Sheppard Memorial Library Fund is used to account for funds to provide the residents of the City of Greenville and Pitt County with a free library.

Housing Trust Fund

The Housing Trust Fund is established to account for Department of Housing and Urban Development (HUD) grant proceeds allocated to the City for distribution as home buyer assistance loans to first time home purchasers.

Small Business Loan Program

The Small Business Loan Program is established to account for proceeds from area banks for distribution as loans to small businesses meeting criteria established by the loan committee.

League of Municipalities Conference Fund

The League of Municipalities Conference Fund is established to account for donations, from partners and sponsors, and expenditures to fund Conference Activity. October 2009 marked the first occasion that the City of Greenville will host the North Carolina League of Municipalities Conference.

Lead Based Paint Hazard Grant

The Lead Based Paint Hazard Grant is used to remove lead paint from dwellings purchased by CDBG for resale.

Community Development Block Grant (CDBG) Recovery Grant Project.

The CDBG Recover Grant is established to account for Department of Housing and Urban Development grant proceeds allocated to the City for costs associated with infrastructure activities that provide basic services to residents or activities that promote energy efficiency and conservation through rehabilitation or retrofitting of existing buildings.

Public Transit Capital Assistance Recovery Grant

The Public Transit Capital Assistance Recovery Grant is established to account for Department of Transportation and Federal Transit Administration grant proceeds allocated to the City to expand transit services, install an oil/water separator to keep petroleum, oils, and lubricants out of the stormwater system, and reduce pollutants escaping into the environment.

Byrne-JAG Grant Recovery Grant

The Byrne-JAG Grant is established to account for Department of Justice grant proceeds allocated to the City to improve police services and reduce crime through the purchase of updated technology and to enhance community oriented policing services.

Non-Major Special Revenue Funds (continued)

Energy Efficient Recovery Grant

The Energy Efficiency Recovery Grant is established to account for Department of Energy grant proceeds allocated to the City to reduce the City's carbon footprint through energy efficiency and conservation.

Community Oriented Policing Services (COPS) Hiring Recover Grant

The COPS Hiring Recovery Grant is established to account for Department of Justice grant proceeds allocated to the City to hire or rehire police officers.

Centralized Grant

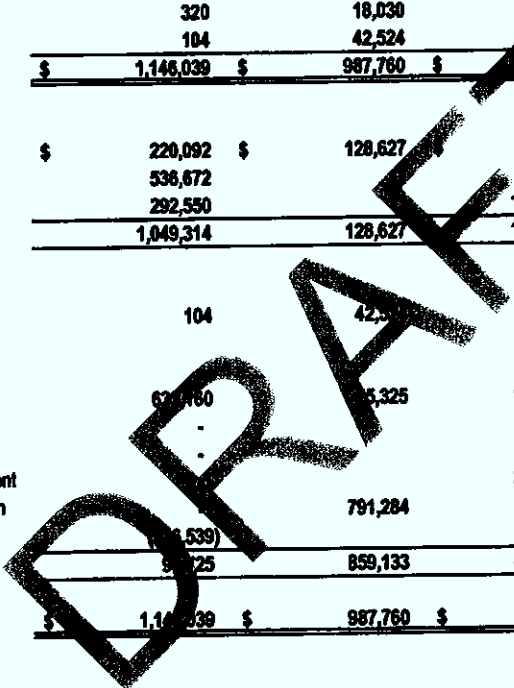
The Centralized Grant is established to account for Department of Crime Control and Public Safety grant proceeds allocated to the City for costs associated with neighborhood policing initiatives as well as other grants which may be awarded to the City.

This Page Intentionally Left Blank

City of Greenville, North Carolina

Nonmajor Special Revenue Funds
Combining Balance Sheet
June 30, 2012

| | Community Development Fund | Sheppard Memorial Library | Housing Trust Fund | Small Business Loan Program | League of Municipalities Conference | Lead Based Paint Hazard Grant |
|--|----------------------------------|---------------------------------|--------------------------|--------------------------------------|---|-------------------------------------|
| Assets | | | | | | |
| Assets: | | | | | | |
| Cash and cash equivalents | \$ 512,775 | \$ 919,911 | \$ 48,121 | \$ 138,677 | \$ - | \$ 4,764 |
| Accounts receivable, net | 632,840 | - | 10,342 | 26,738 | - | - |
| Interest receivable | - | 7,295 | - | - | - | - |
| Loans receivable | - | - | - | - | - | - |
| Due from other governments | 320 | 18,030 | 128 | - | - | - |
| Prepaid items and deposits | 104 | 42,524 | - | 1,057 | - | - |
| Total assets | \$ 1,146,039 | \$ 987,760 | \$ 58,591 | \$ 166,472 | \$ - | \$ 4,764 |
| Liabilities and Fund Balances | | | | | | |
| Liabilities: | | | | | | |
| Accounts payable and accrued liabilities | \$ 220,092 | \$ 128,627 | \$ - | \$ 328 | \$ - | \$ 2,174 |
| Due to other funds | 536,672 | - | - | - | 7,664 | - |
| Deferred revenue | 292,550 | - | 10,090 | 29,268 | - | - |
| Total liabilities | 1,049,314 | 128,627 | 10,090 | 29,816 | 7,664 | 2,174 |
| Fund balances: | | | | | | |
| Nonspendable | | | | | | |
| Prepaid items | 104 | 42,524 | - | 1,057 | - | - |
| Spendable | | | | | | |
| Restricted | | | | | | |
| Stabilization by State Statute | 632,760 | 5,325 | 10,472 | 26,784 | - | - |
| Restricted for public safety | - | - | - | - | - | - |
| Restricted for public works | - | - | - | - | - | - |
| Restricted for economic development | - | - | 38,029 | 109,015 | - | 2,590 |
| Restricted for culture and recreation | - | 791,284 | - | - | (7,664) | - |
| Unassigned | (1,539) | - | - | - | (7,664) | - |
| Total fund balance | 9,225 | 859,133 | 48,501 | 136,856 | (7,664) | 2,590 |
| Total liabilities and fund balances | \$ 1,146,039 | \$ 987,760 | \$ 58,591 | \$ 166,472 | \$ - | \$ 4,764 |



Schedule C-1

| CDBG Recovery Grant Project | Public Transit Capital Assistance Recovery Grant | Byrne-JAG Grant Recovery Fund | Energy Efficiency Recovery Grant | COPS Hiring Recovery Grant | Arlington Sidewalk Grant | Charles Sidewalk Grant | Centralized Grant | Hurricane Irene FEMA Grant | Total |
|-----------------------------------|---|-------------------------------------|--|----------------------------------|--------------------------------|------------------------------|----------------------|----------------------------------|--------------|
| \$ - | \$ - | \$ 16,946 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 62,369 | \$ 1,703,563 |
| . | . | . | 3,000 | . | . | . | 47,097 | - | 720,017 |
| . | . | . | . | . | . | . | . | . | 7,295 |
| . | . | . | . | 128,876 | . | . | . | 1,066 | 148,440 |
| . | . | . | . | . | . | . | . | . | 43,685 |
| \$ - | \$ - | \$ 16,946 | \$ 3,000 | \$ 128,876 | \$ - | \$ - | \$ 47,097 | \$ 63,455 | \$ 2,623,000 |
| \$ - | \$ - | \$ - | \$ 3,000 | \$ 18,502 | \$ - | \$ - | \$ 16,736 | \$ 797 | 390,256 |
| 288 | . | . | 3,000 | 169,397 | . | . | 8,442 | . | 725,463 |
| . | . | . | . | . | . | . | . | . | 331,928 |
| 288 | . | . | 6,000 | 187,899 | . | . | 25,178 | 797 | 1,447,647 |
| . | . | . | . | . | . | . | . | . | 43,685 |
| . | . | . | . | . | . | . | . | . | - |
| . | . | . | 3,000 | 128,876 | . | . | 47,097 | 1,066 | 875,800 |
| . | . | 16,946 | . | . | . | . | . | . | 16,946 |
| . | . | . | . | . | . | . | . | 61,572 | 61,572 |
| . | . | . | . | . | . | . | . | . | 149,634 |
| . | . | . | . | . | . | . | . | . | 791,284 |
| (288) | . | . | (6,000) | (187,899) | . | . | (25,178) | . | (763,568) |
| (288) | . | 946 | (3,000) | (59,023) | . | . | 21,919 | 62,658 | 1,175,353 |
| \$ - | \$ - | \$ 16,946 | \$ 3,000 | \$ 128,876 | \$ - | \$ - | \$ 47,097 | \$ 63,455 | \$ 2,623,000 |

DRAFT

City of Greenville, North Carolina

Nonmajor Special Revenue Funds
Combining Statement of Revenues, Expenditures,
and Changes in Fund Balances
Year Ended June 30, 2012

| | Community Development Fund | Sheppard Memorial Library | Housing Trust Fund | Small Business Loan Program | League of Municipalities Conference | Lead Based Paint Hazard Grant |
|--|----------------------------------|---------------------------------|--------------------------|--------------------------------------|---|-------------------------------------|
| Revenues: | | | | | | |
| Restricted intergovernmental | \$ 2,307,939 | \$ 1,009,882 | \$ 1,000 | \$ - | \$ - | \$ 402,698 |
| Investment earnings | 25 | 9,503 | 4 | - | - | - |
| Other revenues | 108,399 | 112,465 | 500 | 12,266 | - | - |
| Total revenues | 2,416,363 | 1,131,850 | 1,504 | 12,266 | - | 402,698 |
| Expenditures: | | | | | | |
| Current: | | | | | | |
| Cultural and recreational | - | 2,199,544 | - | - | - | - |
| Public safety | - | - | - | - | - | - |
| Public works | - | - | - | - | - | - |
| Economic and physical development | 2,707,814 | - | 4,420 | 14,480 | - | 415,798 |
| Total expenditures | 2,707,814 | 2,199,544 | 4,420 | 14,480 | - | 415,798 |
| Excess (deficiency) of revenues over (under) expenditures | (291,451) | (1,067,694) | (2,916) | (2,194) | - | (13,100) |
| Other financing sources (uses): | | | | | | |
| Transfers from other funds | 168,590 | 1,067,696 | - | - | - | - |
| Transfers to other funds | - | - | - | - | - | - |
| Total other financing sources (uses) | 168,590 | 1,067,696 | - | - | - | - |
| Net change in fund balances | (122,861) | (992) | (2,916) | (2,194) | - | (13,100) |
| Fund balances: | | | | | | |
| Fund balances, beginning of year | 2,539 | 2,141 | 51,417 | 139,050 | (7,664) | 15,690 |
| Fund balances, end of year | \$ 2,416,363 | \$ 1,131,850 | \$ 48,501 | \$ 136,856 | \$ (7,664) | \$ 2,590 |

DRAFT

Schedule C-2

| CDBG Recovery Grant Project | Public Transit Capital Assistance Recovery Fund | Byrne-JAG Grant Recovery Fund | Energy Efficiency Recovery Grant | COPS Hiring Recovery Grant | Arlington Sidewalk Grant | Charles Sidewalk Grant | Centralized Grant | Hurricane Irene FEMA Grant | Total |
|-----------------------------------|--|-------------------------------------|--|----------------------------------|--------------------------------|------------------------------|----------------------|----------------------------------|---------------------|
| \$ 1,116 | \$ 5,122 | \$ - | \$ (4,000) | \$ 478,423 | \$ (1,392) | \$ (915) | \$ 108,610 | \$ 1,324,164 | \$ 5,632,647 |
| - | - | 2 | - | - | - | - | 1 | - | 9,535 |
| - | - | - | - | - | - | - | - | 267,188 | 500,818 |
| 1,116 | 5,122 | 2 | (4,000) | 478,423 | (1,392) | (915) | 108,611 | 1,591,352 | 6,143,000 |
| - | - | - | - | - | - | - | - | - | 2,199,544 |
| - | - | 155,346 | - | 503,900 | - | - | - | - | 659,246 |
| - | 5,091 | - | - | - | - | - | - | 1,270,423 | 1,275,514 |
| - | - | - | (17,417) | - | 16 | (8,306) | 154,368 | - | 3,271,153 |
| - | 5,091 | 155,346 | (17,417) | 503,900 | 16 | (8,306) | 154,368 | 1,270,423 | 7,405,457 |
| 1,116 | 31 | (155,344) | 13,417 | (25,477) | (408) | 7,391 | (45,757) | 320,929 | (1,262,457) |
| - | - | - | - | - | - | - | 50,536 | - | 1,356,812 |
| - | (48,593) | - | (275,000) | - | (547) | - | - | (258,271) | (582,411) |
| - | (48,593) | - | (275,000) | - | (547) | - | 50,536 | (258,271) | 774,401 |
| 1,116 | (48,562) | (155,344) | (275,583) | (25,477) | (1,955) | 7,391 | 4,779 | 62,658 | (488,056) |
| (1,404) | 48,562 | 172,290 | 48,583 | 172,290 | 1,955 | (7,391) | 17,140 | - | 1,863,499 |
| \$ (268) | \$ - | \$ 16,946 | \$ (226,400) | \$ (59,023) | \$ - | \$ - | \$ 21,919 | \$ 62,658 | \$ 1,175,353 |

DRAFT

This Page Intentionally Left Blank

City of Greenville, North Carolina

Schedule C-3

Community Development and Home Fund
Schedule of Revenues and Expenditures -
Budget and Actual
Year Ended June 30, 2012

| | Budget | Actual | Variance Positive (Negative) |
|--|------------------|---------------------|------------------------------------|
| Revenues: | | | |
| CDBG and Home Entitlement Program: | | | |
| CDBG Grant Funding | \$ 800,000 | \$ 1,162,929 | \$ 362,929 |
| HUD HOME Funding | 800,000 | 1,145,010 | 345,010 |
| Loan payments | 5,000 | 108,069 | 103,069 |
| Sale of acquired property | 11,000 | - | (11,000) |
| Interest income | - | 25 | 25 |
| Other Income | - | 30 | 30 |
| Total CDBG entitlement program | 1,616,000 | 2,416,363 | 800,363 |
| Expenditures: | | | |
| CDBG and Home Entitlement Program: | | | |
| Administration | | 523,904 | (523,904) |
| Rehab, third party owned dwellings | | 649,451 | (649,451) |
| Rehab, rental | | 342,278 | (342,278) |
| Acquisition dilapidated | | 102,077 | (102,077) |
| Code enforcement | | 500 | (500) |
| Secondary mortgage | | 5,072 | (5,072) |
| Ec. Dev. Study, West Gm./Meadowbrook | | 178,424 | (178,424) |
| Relocation | | 21,162 | (21,162) |
| Contribution to other consortium members | | 884,946 | (884,946) |
| Capital outlay | | - | - |
| Total CDBG entitlement program | 1,942,648 | 2,707,814 | (2,707,814) |
| Excess (deficiency) of revenues over (under) expenditures | (326,648) | (291,451) | 3,508,177 |
| Other financing sources (uses): | | | |
| Transfers in (out): | | | |
| Transfers in | 326,648 | 168,590 | (158,058) |
| Total other financing sources (uses) | 326,648 | 168,590 | (158,058) |
| Revenues and other financing sources over (under) expenditures and other financing uses | \$ - | \$ (122,861) | \$ 3,350,119 |

City of Greenville, North Carolina

Schedule C-4

Sheppard Memorial Library
Schedule of Revenues and Expenditures -
Budget and Actual
Year Ended June 30, 2012

| | Budget | Actual | Variance Positive (Negative) |
|--|--------------------|--------------------|------------------------------------|
| Revenues: | | | |
| Restricted intergovernmental: | | | |
| County of Pitt | \$ 543,682 | \$ 543,683 | \$ - |
| Town of Bethel | 27,000 | 28,520 | 536 |
| Town of Winterville | 139,437 | 139,437 | - |
| State aid | 192,156 | 192,156 | - |
| Housing Authority | 10,692 | 10,692 | - |
| Other miscellaneous grants | 143,480 | 95,394 | (47,086) |
| Total restricted intergovernmental revenue | 1,008,432 | 1,009,882 | (46,550) |
| Other revenues: | | | |
| Fines and fees | 114,495 | 112,465 | (2,030) |
| Interest earnings | 1,000 | 9,503 | 4,503 |
| Total other revenues | 115,495 | 121,968 | 2,473 |
| Total revenues | 1,175,927 | 1,131,850 | (44,077) |
| Expenditures: | | | |
| Cultural and recreational: | | | |
| Salaries and benefits | | 1,417,397 | |
| Capital outlay | | - | |
| Grant Expenditures | | 25,000 | |
| Other operating expenditures | | 757,147 | |
| Total expenditures | 2,355,005 | 2,199,544 | 155,461 |
| Excess (deficiency) of revenues over (under) expenditures | (1,179,078) | (1,067,694) | 111,384 |
| Other financing sources (uses): | | | |
| Transfers from other funds | 1,087,366 | 1,137,686 | 50,320 |
| Appropriated fund balance | 91,712 | - | (91,712) |
| Total other financing sources (uses) | 1,179,078 | 1,137,686 | (41,392) |
| Revenues and other financing sources over (under) expenditures and other financing uses | \$ - | \$ 69,992 | \$ 69,992 |

City of Greenville, North Carolina

Schedule C-5

Housing Trust Fund
 Schedule of Revenues and Expenditures -
 Budget and Actual
 From Inception and For the Year Ended June 30, 2012

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|------------------|-------------------|------------------|
| Revenues: | | | | |
| Restricted Intergovernmental: | | | | |
| Grants | \$ 170,500 | \$ 177,576 | \$ 1,000 | \$ 178,576 |
| Other revenues: | | | | |
| Investment earnings | 4,265 | 12,469 | 4 | 12,473 |
| Loan payments | 7,210 | 26,533 | 500 | 26,233 |
| Total other revenues | 11,475 | 202 | 504 | 38,706 |
| Total revenues | 181,975 | 213,568 | 1,504 | 217,282 |
| Expenditures: | | | | |
| Small area revitalization | | 19,978 | - | 19,978 |
| Rehabilitation | | 215,374 | - | 215,374 |
| Loans made | | 50,009 | 4,420 | 54,429 |
| Total expenditures | 302,975 | 285,361 | 4,420 | 289,781 |
| Revenues under expenditures | (121,000) | (69,583) | (2,916) | (72,499) |
| Other financing sources: | | | | |
| Transfers from: | | | | |
| Community Development Fund | 121,000 | 121,000 | - | 121,000 |
| Revenues and other financing sources over expenditures | - | \$ 51,417 | \$ (2,916) | \$ 48,501 |

DRAFT

City of Greenville, North Carolina

Schedule C-6

**Small Business Loan Program
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|-------------------|-------------------|-------------------|
| Revenues: | | | | |
| Other revenues: | | | | |
| Bank contribution | \$ 475,000 | \$ 448,243 | \$ - | \$ 448,243 |
| Loan payments | 253,552 | 465,110 | 12,266 | 477,376 |
| Application fees | 2,000 | 1,550 | - | 1,550 |
| Investment earnings | 1,706 | 5,817 | - | 5,817 |
| Total revenues | 732,258 | 920,720 | 12,266 | 932,986 |
| Expenditures: | | | | |
| Administration | | | 651 | 658 |
| Payments to banks | | 469,712 | 13,809 | 483,521 |
| Loans made | | 448,242 | - | 448,242 |
| Loan loss reserve | | 6,209 | - | 6,209 |
| Total expenditures | 874,758 | 924,170 | 14,460 | 938,630 |
| Revenues under expenditures | (142,500) | (3,450) | (2,194) | (5,644) |
| Other financing sources (uses): | | | | |
| Transfers from: | | | | |
| Community Development Fund | 142,500 | 142,500 | - | 142,500 |
| Revenues and other financing sources over (under) expenditures | - | \$ 139,050 | \$ (2,194) | \$ 136,856 |

DRAFT

City of Greenville, North Carolina

Schedule C-7

League of Municipalities Conference
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|-------------------|-----------------|-------------------|
| Revenues: | | | | |
| Other revenues: | | | | |
| Other, donations | \$ 150,000 | \$ 85,970 | \$ - | \$ 85,970 |
| Total revenues | | | | |
| Expenditures: | | | | |
| Administration | 30,000 | 9,085 | - | 9,085 |
| Contracted services | 80,000 | 74,018 | - | 74,018 |
| Supplies and materials | 69,394 | 39,925 | - | 39,925 |
| Total expenditures | 179,394 | 123,028 | - | 123,028 |
| Revenues under expenditures | (29,394) | (37,058) | - | (37,058) |
| Other financing sources (uses): | | | | |
| Transfers from: | | | | |
| General Fund | 29,394 | 29,394 | - | 29,394 |
| Revenues and other financing sources under expenditures | \$ (7,664) | \$ (7,664) | \$ - | \$ (7,664) |

DRAFT

City of Greenville, North Carolina

Schedule C-8

**Lead Based Paint Hazard Grant
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|------------------|-----------------|------------------|
| Revenues: | | | | |
| Restricted Intergovernmental: Recovery lead-based paint grant | \$ 1,922,370 | \$ 1,247,882 | \$ 402,698 | \$ 1,650,580 |
| Expenditures: | | | | |
| Administration | 216,894 | 11,971 | 51,885 | 193,856 |
| Operations | 1,705,476 | 1,090,221 | 363,913 | 1,454,134 |
| Total expenditures | 1,922,370 | 1,232,192 | 415,798 | 1,647,990 |
| Revenue under expenditures | \$ | \$ 15,690 | (13,100) | \$ 2,590 |

DRAFT

City of Greenville, North Carolina

Schedule C-9

**CDBG Recovery Grant Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|-------------------|-----------------|-----------------|
| Revenues: | | | | |
| Restricted Intergovernmental: | | | | |
| CDBG recovery grant | \$ 216,580 | \$ 215,484 | \$ 1,116 | \$ 216,580 |
| Expenditures: | | | | |
| Administration | | 21,386 | - | 21,386 |
| Public service | | 29,302 | - | 29,302 |
| Operations | | 166,180 | - | 166,180 |
| Total expenditures | 216,580 | 216,868 | - | 216,868 |
| Revenues over (under) expenditures | \$ - | \$ (1,404) | 1,116 | \$ (288) |

DRAFT

City of Greenville, North Carolina

Schedule C -10

**Public Transit Capital Assistance Recovery Grant
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|------------------|--------------------|------------------|
| Revenues: | | | | |
| Restricted Intergovernmental: | | | | |
| Public transit recovery grant | \$ 1,577,464 | \$ 1,426,576 | \$ 5,092 | \$ 1,431,688 |
| Investment earnings | - | 4 | 30 | 34 |
| Other revenue | - | 50 | - | 50 |
| Total revenues | 1,577,464 | 1,426,630 | 5,122 | 1,431,752 |
| Expenditures | | | | |
| Capital outlay | 1,528,871 | 1,378,068 | 5,091 | 1,383,159 |
| Total expenditures | 1,528,871 | 1,378,068 | 5,091 | 1,383,159 |
| Revenues over (under) expenditures | \$ 48,593 | \$ 48,562 | \$ 31 | \$ 48,593 |
| Other financing sources (uses): | | | | |
| Transfers out | (48,593) | - | (48,593) | (48,593) |
| Revenues and other financing sources under expenditures | - | \$ 48,562 | \$ (48,562) | - |

DRAFT

City of Greenville, North Carolina

Schedule C-11

Byrne-JAG Grant Recovery
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|-------------------|---------------------|------------------|
| Revenues: | | | | |
| Restricted Intergovernmental: | | | | |
| Byrne-JAG recovery grant | \$ 490,323 | \$ 490,323 | \$ - | \$ 490,323 |
| Investment earnings | - | 31 | 2 | 33 |
| Total revenues | 490,323 | 490,354 | 2 | 490,356 |
| Expenditures: | | | | |
| Operating | 63,193 | 16,491 | 3,991 | 50,482 |
| Capital outlay | 427,130 | 271,873 | 151,355 | 422,928 |
| Total expenditures | 490,323 | 318,064 | 155,346 | 473,410 |
| Revenues over (under) expenditures | \$ - | \$ 172,290 | \$ (155,344) | \$ 16,946 |

DRAFT

City of Greenville, North Carolina

Schedule C-12

**Energy Efficiency Recovery Grant
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|-------------------|---------------------|-------------------|
| Revenues: | | | | |
| Restricted Intergovernmental: | | | | |
| Energy efficiency recovery grant | \$ 777,600 | \$ 358,683 | \$ (4,000) | \$ 354,693 |
| Investment income | - | 17 | - | 17 |
| Total revenues | 777,600 | 358,710 | (4,000) | 354,710 |
| Expenditures: | | | | |
| Administration | | 1,797 | (1,797) | - |
| Operations | | 98,530 | (15,620) | 82,710 |
| Total expenditures | 502,600 | 100,127 | (17,417) | 82,710 |
| Revenues over (under) expenditures | \$ 275,000 | \$ 258,583 | \$ 13,417 | \$ 272,000 |
| Other financing sources (uses): | | | | |
| Transfers out | (275,000) | - | (275,000) | (275,000) |
| Revenues and other financing sources under expenditures | - | \$ 258,583 | \$ (261,583) | (3,000) |

DRAFT

City of Greenville, North Carolina

Schedule C-13

**COPS Hiring Recovery Program Grant
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|-----------------|-----------------|------------------|
| Revenues: | | | | |
| Restricted Intergovernmental: | | | | |
| COPS hiring recovery grant | \$ 1,211,803 | \$ 600,071 | \$ 478,423 | \$ 1,078,494 |
| Investment income | - | - | 1 | 1 |
| Total revenues | 1,211,803 | 600,071 | 478,424 | 1,078,495 |
| Expenditures: | | | | |
| Operations | 1,621,180 | 633,617 | 503,900 | 1,137,517 |
| Total expenditures | 1,621,180 | 633,617 | 503,900 | 1,137,517 |
| Revenues under expenditures | (409,377) | (33,546) | (25,477) | (59,023) |
| Other financing sources: | | | | |
| Transfers from: | | | | |
| General Fund | 409,377 | - | - | - |
| Revenues and other financing sources under expenditures | - | (33,546) | (25,477) | (59,023) |

DRAFT

City of Greenville, North Carolina

Schedule C-14

**Arlington Sidewalk Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|-----------------|-------------------|---------------|
| Revenues: | | | | |
| Restricted Intergovernmental: | | | | |
| Arlington sidewalk recovery grant | \$ 108,897 | \$ 75,923 | \$ (1,392) | \$ 74,531 |
| Expenditures: | | | | |
| Construction | 108,334 | 73,968 | 16 | 73,984 |
| Total expenditures | 108,334 | 73,968 | 16 | 73,984 |
| Revenues over expenditures | \$ 563 | \$ 1,955 | \$ (1,408) | \$ 547 |
| Other financing sources: | | | | |
| Transfers out | (547) | - | (547) | (547) |
| Revenues and other financing sources under expenditures | \$ - | \$ 1,955 | \$ (1,955) | \$ - |

DRAFT

City of Greenville, North Carolina

Schedule C-15

**Charles Sidewalk Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---------------------------------|--------------------------|----------------|-----------------|-----------|
| Revenues: | | | | |
| Restricted Intergovernmental: | | | | |
| Charles sidewalk recovery grant | \$ 60,090 | \$ 47,993 | \$ (915) | \$ 47,078 |
| Expenditures: | | | | |
| Construction | 60,090 | 55,384 | (8,306) | 47,078 |
| Total expenditures | 60,090 | 55,384 | (8,306) | 47,078 |
| Revenues under expenditures | \$ - | \$ (7,391) | \$ 7,391 | \$ - |

DRAFT

City of Greenville, North Carolina

Schedule C-16

**Centralized Grant Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|------------------|--------------------|--------------------|
| Revenues: | | | | |
| Restricted Intergovernmental: | | | | |
| EQUAL project grant | \$ 608,501 | \$ 86,942 | \$ 108,610 | \$ 195,552 |
| Investment Income | | - | 1 | 1 |
| Total revenues | 608,501 | 86,942 | 108,611 | 195,553 |
| Expenditures: | | | | |
| Operating | 391,580 | 69,802 | 146,693 | 216,495 |
| Capital outlay | 267,457 | - | 7,675 | 7,675 |
| Total expenditures | 659,037 | 69,802 | 154,368 | 224,170 |
| Revenues over expenditures | \$ (50,536) | \$ 17,140 | \$ (45,757) | \$ (28,617) |
| Other financing sources (uses): | | | | |
| Transfers in | 50,536 | - | 50,536 | 50,536 |
| Revenues and other financing sources under expenditures | \$ - | \$ 17,140 | \$ 4,779 | \$ 21,919 |

DRAFT

City of Greenville, North Carolina

Schedule C-17

**Hurricane Irene FEMA Grant
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|----------------|-------------------|-------------------|
| Revenues: | | | | |
| Restricted intergovernmental: | | | | |
| FEMA grant funds | \$ 1,264,112 | \$ - | \$ 985,775 | \$ 985,775 |
| NCEM grant funds | 538,688 | - | 338,389 | 338,389 |
| Other revenues | | - | 267,188 | 267,188 |
| Total revenues | 1,802,800 | - | 1,591,352 | 1,591,352 |
| Expenditures: | | | | |
| Debris removal | 1,044,544 | - | 1,053,634 | 1,053,634 |
| Property & casualty loss | 500,000 | - | 216,789 | 216,789 |
| Total expenditures | 1,544,544 | - | 1,270,423 | 1,270,423 |
| Revenues over expenditures | \$ 258,256 | \$ - | \$ 320,929 | \$ 320,929 |
| Other financing sources (uses): | | | | |
| Transfers out | (258,256) | - | (258,271) | (258,271) |
| Revenues and other financing sources under expenditures | - \$ | - \$ | 62,658 | \$ 62,658 |

DRAFT

This Page Intentionally Left Blank

Non-Major Capital Projects Funds

The purpose of the Capital Projects Funds is to account for the financial resources related to the acquisition of capital assets. The budget shown in the accompanying supplementary information is adopted for the life of the project. Proprietary fund capital projects are not reflected in the Capital Projects Funds, but in the respective enterprise funds. During June 30, 2011, the City had the following projects, showing activity, in the Capital Projects Funds:

Cemetery Development Project

The Cemetery Development Project is established to account for funds to be used for the purchase and renovation of land for cemetery use.

Affordable Housing Project

The Affordable Housing Project is established to account for the funds that will increase opportunities for working families to become homeowners.

City Hall Facility

The City Hall Facility fund is established to account for funds to be used for the renovation of a facility to which the existing City Hall Offices and services will be relocated.

West Greenville Revitalization

This project involves revitalization of the West Greenville Neighborhood. The City has undertaken an aggressive neighborhood revitalization project, committing all of its entitled Community Development Block Grant (CDBG) and HOME Funds for the next eight years.

Center City Revitalization

The Center City Revitalization Project funds potential projects under discussion include a Performing Arts Center, a hotel/alumni center, land acquisitions for joint university/city projects, infrastructure improvements and joint use parking structures.

Stantonsburg Road / 10th Street Connector

The Stantonsburg Road / 10th Street Connector Project involves the extension of Tenth Street on new locations to Stantonsburg Road at Memorial Drive with a grade separation at the CSX Railroad near Dickinson Avenue.

South Tar River Greenway

The South Tar River Greenway Project involves the planning, design, and construction of a joint use bikeway / greenway along the south side of the Tar River.

Wayfinding Community Development Project

The Wayfinding Community Development Project is used around the City for purchase and creation of city signage within city limits.

Thomas Langston Road Extension Project

The Thomas Langston Road Extension Project is established as part of the 2004 bond referendum for transportation improvements.

Non-Major Capital Projects Funds

Intermodal Transportation Center Project

The Intermodal Transportation Center Project is established to account for funds used to provide for feasibility study, design, and construction of an Intermodal Transportation Center serving all transportation needs..

Employee Parking Lot Expansion Project

The Employee Parking Lot Expansion Project is established to account for funds used to expand and improve the employee park lot located south of the Police-Fire/Rescue Headquarters building on the Pitt Street-Green Street Connector.

Convention Center Expansion / Streetscape Project

The Convention Center Expansion Project is established to account for funds used to construct the addition of 150 parking spaces along with other improvements.

Community Oriented Policing Service Project

The Community Oriented Policing Services Project is established to account for funds used to purchase a radio system that supports interoperability among Greenville Police, Pitt County Sheriff's Office, and other public safety agencies in Pitt County.

New Technology for Public Safety Project

The New Technology for Public Safety Project is established to account for funds used to purchase a public safety software system.

Public Works Yard / Beatty Street Project

The Public Works Yard / Beatty Street Project is established to account for funds used to replace a storm drainage pipe located on the Public Works yard.

Drew Steele Center

The Drew Steele Center Project is established to account for funds to renovate the Elm Street Gym and create the Drew Steele Center which will be a modern, accessible, multi-use recreation facility open to all, which will serve as the focal point for the development of City services and programs for those with special needs.

Capital Reserve Fund

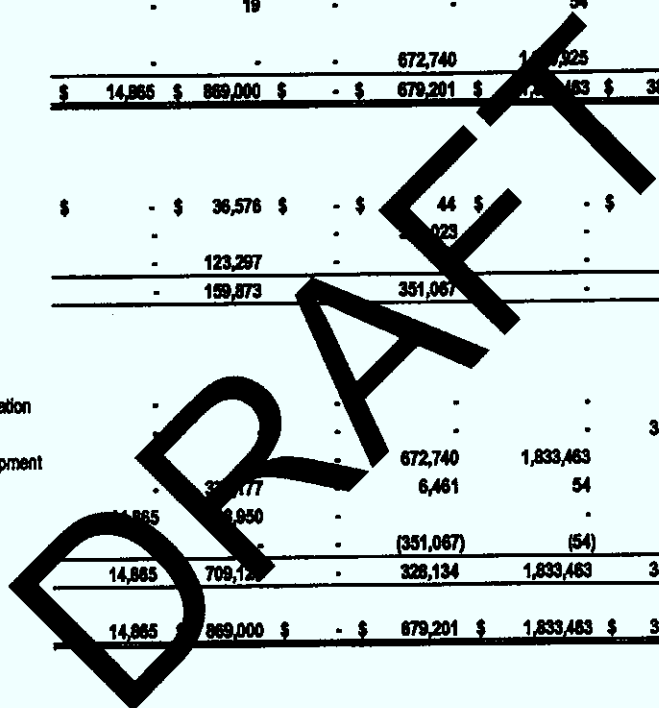
The Capital Reserve Fund is used to accumulate funds to be used for future capital improvements. These improvements consist of construction and other capital projects.

This Page Intentionally Left Blank

City of Greenville, North Carolina

Nonmajor Capital Projects Funds
Combining Balance Sheet
June 30, 2012

| | Cemetary Development Fund | Affordable Housing Project | City Hall Facility | West Greenville Revitalization | Center City Revitalization | Stantonsburg Road/ 10th Street Connector | South Tar River Greenway | Way Finding Community Development | Thomas Langston Road Extension Project |
|--|---------------------------------|----------------------------------|-----------------------|--------------------------------------|----------------------------------|---|--------------------------------|---|--|
| Assets: | | | | | | | | | |
| Cash and cash equivalents | \$ 14,865 | \$ 498,823 | \$ - | \$ - | \$ 22,484 | \$ 378,667 | \$ 6,176 | \$ 12,933 | \$ - |
| Accounts receivable | - | 370,158 | - | 6,461 | - | - | 7,883 | - | - |
| Loans receivable | - | - | - | - | - | - | - | - | - |
| Due from other governments | - | 19 | - | - | 54 | - | - | - | 65,744 |
| Restricted cash and investments | - | - | - | 672,740 | 1,833,463 | 1,381 | - | - | - |
| Total assets | \$ 14,865 | \$ 869,000 | \$ - | \$ 679,201 | \$ 1,833,463 | \$ 380,248 | \$ 14,069 | \$ 12,933 | \$ 65,744 |
| Liabilities and Fund Balances | | | | | | | | | |
| Liabilities: | | | | | | | | | |
| Accounts payable and accrued liabilities | \$ - | \$ 36,576 | \$ - | \$ 44 | \$ - | \$ - | \$ - | \$ - | \$ 148,522 |
| Due to other funds | - | - | - | 223 | - | - | - | - | 117,060 |
| Deferred revenue | - | 123,297 | - | - | - | - | - | - | - |
| Total liabilities | - | 159,873 | - | 351,067 | - | - | - | - | 265,582 |
| Fund balances: | | | | | | | | | |
| Spendable | | | | | | | | | |
| Restricted | | | | | | | | | |
| Restricted for culture and recreation | - | - | - | - | - | - | 14,069 | - | - |
| Restricted for public works | - | - | - | - | - | 380,248 | - | - | - |
| Restricted for economic development | - | - | - | 672,740 | 1,833,463 | - | - | - | - |
| Stabilization by State Statute | - | 370,177 | - | 6,461 | 54 | - | 7,883 | - | 65,744 |
| Committed | 14,865 | 6,950 | - | (351,067) | (54) | - | (7,883) | 12,933 | 292,938 |
| Unassigned | - | - | - | - | - | - | - | - | (568,520) |
| Total fund balance | 14,865 | 709,127 | - | 328,134 | 1,833,463 | 380,248 | 14,069 | 12,933 | (199,838) |
| Total liabilities and fund balances | 14,865 | \$ 869,000 | \$ - | \$ 679,201 | \$ 1,833,463 | \$ 380,248 | \$ 14,069 | \$ 12,933 | \$ 65,744 |



Schedule D-1

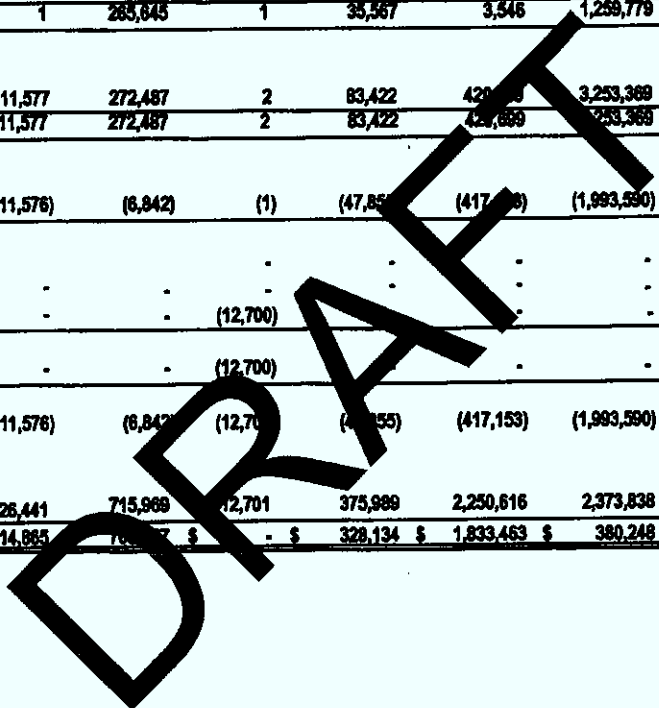
| Intermodal Transportation Center Project | Employee Parking Lot Expansion Project | Convention Center Expansion Project | Community Oriented Policing Service Project | Technology for Public Safety Project | Emergency Operations Center Project | Drew Steele Center | Capital Reserve Fund | King George Bridget Capital Project | Green MW Greenway Project | Public Works Beauty Street Project | Total |
|--|--|-------------------------------------|---|--------------------------------------|-------------------------------------|--------------------|----------------------|-------------------------------------|---------------------------|------------------------------------|---------------------|
| \$ 623,392 | \$ 19,247 | \$ - | \$ - | \$ 340,149 | \$ 321,720 | \$ 117,429 | \$ 2,327,009 | \$ 133,289 | \$ 619,640 | \$ - | \$ 5,436,023 |
| 330 | - | - | - | - | - | - | - | - | - | - | 384,842 |
| - | 121 | - | 1,829 | - | - | 1,801 | - | 30,872 | - | - | 100,440 |
| - | - | 578,753 | - | - | - | - | - | - | - | - | 3,063,799 |
| \$ 623,722 | \$ 19,368 | \$ 578,753 | \$ 1,829 | \$ 340,149 | \$ 321,720 | \$ 119,230 | \$ 2,327,009 | \$ 164,161 | \$ 619,640 | \$ - | \$ 8,985,104 |
| \$ - | \$ 11,561 | \$ - | \$ - | \$ 13,017 | \$ 3,768 | \$ 57,174 | \$ - | \$ - | \$ - | \$ - | \$ 270,662 |
| - | - | 130,483 | 264,797 | - | - | - | - | - | - | - | 683,363 |
| - | - | - | - | - | - | - | - | - | - | - | 123,297 |
| - | 11,561 | 130,483 | 264,797 | 13,017 | 3,768 | 57,174 | - | - | - | - | 1,257,322 |
| - | - | 578,753 | - | - | - | - | - | - | 49,138 | - | 641,960 |
| - | 121 | - | - | - | - | - | - | 164,161 | - | - | 544,530 |
| - | - | - | - | - | - | - | - | - | - | - | 2,506,203 |
| 330 | 121 | - | 1,829 | - | - | 1,801 | - | 30,872 | - | - | 485,282 |
| 623,392 | 7,565 | - | - | 327,132 | 317,952 | 60,255 | 2,327,009 | - | 570,502 | - | 4,893,493 |
| - | - | (130,483) | (264,797) | - | - | - | - | (30,872) | - | - | (1,343,686) |
| 623,722 | 7,807 | 448,270 | (262,968) | 327,132 | 317,952 | 62,056 | 2,327,009 | 164,161 | 619,640 | - | 7,727,782 |
| \$ 623,722 | \$ 19,368 | \$ 578,753 | \$ 1,829 | \$ 340,149 | \$ 321,720 | \$ 119,230 | \$ 2,327,009 | \$ 164,161 | \$ 619,640 | \$ - | \$ 8,985,104 |

DRAFT

City of Greenville, North Carolina

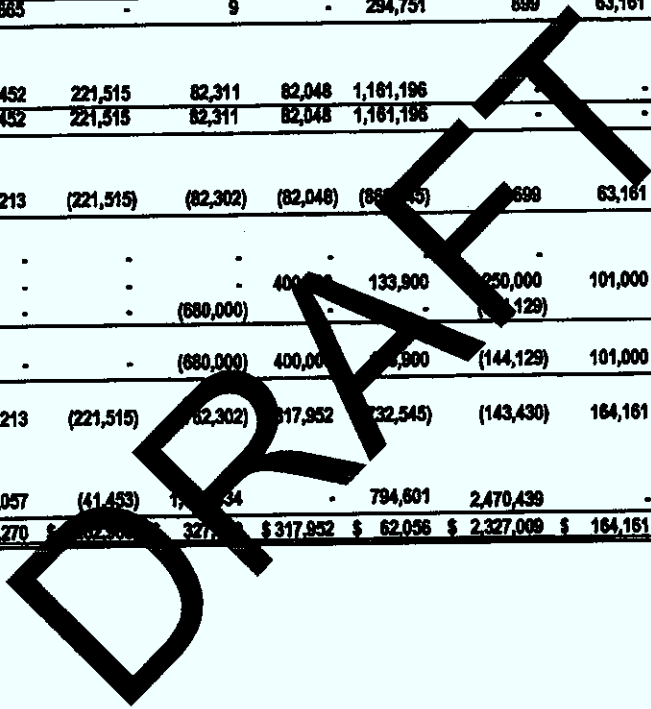
Nonmajor Capital Projects Funds
Combining Statement of Revenues, Expenditures and
Changes in Fund Balances
Year Ended June 30, 2012

| | Cemetery Development Fund | Affordable Housing Project | City Hall Facility | West Greenville Revitalization | Center City Revitalization | Stantonsburg Road/ 10th Street Connector | South Tar River Greenway | Way Finding Community Development | Thomas Langston Road Extension Project |
|---|---------------------------------|----------------------------------|-----------------------|--------------------------------------|----------------------------------|---|--------------------------------|---|--|
| Revenues: | | | | | | | | | |
| Restricted | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,259,759 | \$ 565,669 | \$ - | \$ 52,867 |
| Other taxes and licenses | - | - | - | - | - | - | - | - | - |
| Investment earnings | 1 | 6 | 1 | 1,851 | 3,546 | 20 | - | 1 | 597 |
| Other revenues | - | 265,639 | - | 33,716 | - | - | - | - | - |
| Total revenues | 1 | 265,645 | 1 | 35,567 | 3,546 | 1,259,779 | 565,669 | 1 | 53,264 |
| Expenditures: | | | | | | | | | |
| Current | | | | | | | | | |
| Capital outlay | 11,577 | 272,487 | 2 | 83,422 | 420,000 | 3,253,369 | 148,066 | 175,226 | 925,686 |
| Total expenditures | 11,577 | 272,487 | 2 | 83,422 | 420,000 | 3,253,369 | 148,066 | 175,226 | 925,686 |
| Excess (deficiency) of revenues over (under) expenditures | (11,576) | (6,842) | (1) | (47,855) | (417,153) | (1,993,590) | 417,603 | (175,225) | (872,422) |
| Other financing sources (uses): | | | | | | | | | |
| Bonds issued | - | - | - | - | - | - | - | - | - |
| Transfers in | - | - | - | - | - | - | - | - | 80,170 |
| Transfers out | - | - | (12,700) | - | - | - | - | - | - |
| Total other financing sources (uses) | - | - | (12,700) | - | - | - | - | - | 80,170 |
| Net change in fund balances | (11,576) | (6,842) | (12,700) | (47,855) | (417,153) | (1,993,590) | 417,603 | (175,225) | (792,252) |
| Fund balances: | | | | | | | | | |
| Fund balances, beginning of year | 26,441 | 715,969 | 12,701 | 375,989 | 2,250,616 | 2,373,838 | (403,534) | 188,158 | 592,414 |
| Fund balances, end of year | \$ 14,865 | \$ 709,127 | \$ - | \$ 328,134 | \$ 1,833,463 | \$ 380,248 | \$ 14,069 | \$ 12,933 | \$ (199,838) |



Schedule D-2

| Intermodal Transportation Center Project | Employee Parking Lot Expansion Project | Convention Center Expansion Project | Community Oriented Policing Service Project | Technology for Public Safety Project | Emergency Operations Center Project | Drew Steele Center | Capital Reserve Fund | King George Bridget Capital Project | Green Mill Greenway Project | Public Works Beatty Street Project | Total |
|--|--|-------------------------------------|---|--------------------------------------|-------------------------------------|--------------------|----------------------|-------------------------------------|-----------------------------|------------------------------------|--------------|
| \$ 13,254 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 290,981 | \$ - | \$ 63,161 | \$ - | \$ - | \$ 2,245,491 |
| - | - | 294,620 | - | - | - | - | - | - | - | - | 294,620.00 |
| 5 | 1 | 45 | - | 9 | - | 6 | 699 | - | - | - | 6,788.00 |
| - | - | 5,000 | - | - | - | 3,784 | - | - | 50,000 | - | 358,119.00 |
| 13,259 | 1 | 299,665 | - | 9 | - | 294,751 | 699 | 63,161 | 50,000 | - | 2,905,018 |
| 14,567 | 160,735 | 6,452 | 221,515 | 82,311 | 82,048 | 1,181,196 | - | - | 662 | 572 | 7,020,792 |
| 14,567 | 160,735 | 6,452 | 221,515 | 82,311 | 82,048 | 1,181,196 | - | - | 662 | 572 | 7,020,792 |
| (1,308) | (160,734) | 293,213 | (221,515) | (82,302) | (82,048) | (86,435) | 699 | 63,161 | 49,138 | (572) | (4,115,774) |
| - | - | - | - | - | - | - | - | - | - | - | - |
| - | 73,210 | - | - | - | 400,000 | 133,900 | 250,000 | 101,000 | 570,502 | - | 1,608,782 |
| - | - | - | - | (680,000) | - | - | (144,129) | - | - | (15,297) | (1,102,126) |
| - | 73,210 | - | - | (680,000) | 400,000 | 133,900 | (144,129) | 101,000 | 570,502 | (15,297) | 521,953 |
| (1,308) | (87,524) | 293,213 | (221,515) | (82,302) | 17,952 | (32,545) | (143,430) | 164,161 | 619,640 | (15,868) | (3,583,821) |
| 625,030 | 95,331 | 155,057 | (41,453) | 1,794,334 | - | 794,601 | 2,470,439 | - | - | 15,869 | 11,338,900 |
| \$ 623,722 | \$ 7,807 | \$ 448,270 | \$ (42,906) | \$ 327,032 | \$ 317,952 | \$ 62,056 | \$ 2,327,009 | \$ 164,161 | \$ 619,640 | \$ - | \$ 7,727,782 |



This Page Intentionally Left Blank

City of Greenville, North Carolina

Schedule D-3

**Cemetery Development
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|----------------------|------------------------|----------------------|
| Revenues: | | | | |
| Special Federal/State/Local grants | \$ 105,000 | \$ 107,521 | \$ - | \$ 107,521 |
| Interest earnings | - | 12,343 | 1 | 12,344 |
| Total revenues | 105,000 | 119,864 | 1 | 119,865 |
| Expenditures: | | | | |
| Capital improvements | 390,000 | 378,223 | 11,577 | 390,000 |
| Excess (deficiency) of revenues over (under) expenditures | (285,000) | 258,591 | (11,576) | (270,135) |
| Other financing sources (uses): | | | | |
| Bonds issued | 75,000 | 75,000 | - | 75,000 |
| Transfer to General Fund | (10,000) | (10,000) | - | (10,000) |
| Transfer from General Fund | 220,000 | 220,000 | - | 220,000 |
| Total other financing sources (uses) | 285,000 | 285,000 | - | 285,000 |
| Revenues and other financing sources over (under) expenditures and other financing uses | \$ - | \$ 26,441 | \$ (11,576) | \$ 14,865 |

DRAFT

City of Greenville, North Carolina

Schedule D-4

**Affordable Housing Capital Project Fund
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|-------------------|-------------------|-------------------|
| Revenues: | | | | |
| Interest earnings | \$ 160,500 | \$ 190,924 | \$ 6 | \$ 190,930 |
| Loan payments | 142,100 | 223,612 | 265,639 | 489,251 |
| Sale of property | 1,176,000 | 1,714,049 | - | 1,714,049 |
| Total revenues | 1,478,600 | 2,128,585 | 265,645 | 2,394,230 |
| Expenditures: | | | | |
| Bond administration cost | | 6,349 | - | 6,349 |
| Home ownership | | 344,327 | 272,487 | 2,117,366 |
| Land banking | | 831,327 | - | 831,327 |
| Rehabilitation | | 255,536 | - | 255,536 |
| Total expenditures | 3,003,600 | 2,638,091 | 272,487 | 3,210,578 |
| Deficiency of revenues over (under) expenditures | (1,525,000) | (609,506) | (6,842) | (816,348) |
| Other financing sources: | | | | |
| Bonds issued | 1,000,000 | 900,475 | - | 1,000,475 |
| Transfer from General Fund | 525,000 | 525,000 | - | 525,000 |
| Total other financing sources | 1,525,000 | 1,525,475 | - | 1,525,475 |
| Revenues and other financing sources over expenditures | - | \$ 715,969 | \$ (6,842) | \$ 709,127 |

DRAFT

City of Greenville, North Carolina

Schedule D-5

City Hall Facility
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|---------------------|--------------------|---------------------|
| Revenues: | | | | |
| Federal and State grants | \$ 121,028 | \$ 121,028 | \$ - | \$ 121,028 |
| Other income | 32,216 | 32,216 | - | 32,216 |
| Interest earnings | 850,841 | 850,840 | 1 | 850,841 |
| Total revenues | 1,004,085 | 1,004,084 | 1 | 1,004,085 |
| Expenditures: | | | | |
| Construction | | 10,416,372 | 2 | 10,416,374 |
| Capital outlay | | 1,248,010 | - | 1,248,010 |
| Acquisition | | 950,000 | - | 950,000 |
| Bond administration cost | | 102,049 | - | 102,049 |
| Design | | 771,445 | - | 771,445 |
| Total expenditures | 13,500,571 | 13,487,876 | 2 | 13,487,878 |
| Deficiency of revenues under expenditures | (12,496,494) | (12,483,792) | (1) | (12,483,793) |
| Other financing sources (uses): | | | | |
| Appropriated fund balance | 12,701 | | | |
| Bonds issued | 425,000 | 425,000 | - | 425,000 |
| Certificate of participation issued | 10,889,747 | 10,889,747 | - | 10,889,747 |
| Transfer out | (49,562) | (36,862) | (12,700) | (49,562) |
| Transfers in | 1,218,608 | 1,218,608 | - | 1,218,608 |
| Total other financing sources (uses) | 12,496,494 | 12,496,493 | (12,700) | 12,483,793 |
| Revenues and other financing sources over (under) expenditures | \$ - | \$ 12,701 | \$ (12,701) | \$ - |

City of Greenville, North Carolina

Schedule D-6

**West Greenville Revitalization
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|--------------------|--------------------|--------------------|
| Revenues: | | | | |
| Other income | \$ 439,817 | \$ 429,812 | \$ 250 | \$ 430,062 |
| Sales and services | 382,020 | 414,694 | 33,466 | 448,180 |
| Interest earnings | 203,058 | 121,336 | 1,851 | 123,187 |
| Total revenues | 1,024,895 | 965,842 | 35,567 | 1,001,409 |
| Expenditures: | | | | |
| Acquisition | | 2,625,107 | - | 2,625,107 |
| Demolition | | 404,280 | - | 404,280 |
| Construction | | 580,175 | - | 580,175 |
| Infrastructure | | 1,263,193 | 43,821 | 1,307,014 |
| Development financing | | 170,811 | 22,850 | 193,661 |
| Relocation assistance | | 269,149 | (631) | 268,518 |
| Owner occupied rehabilitation | | 212,595 | 529 | 213,124 |
| Furnishings | | 44,968 | - | 44,968 |
| Bond administration | | 43,418 | 16,853 | 60,271 |
| Total expenditures | | 5,613,696 | 83,422 | 5,697,118 |
| Deficiency of revenues under expenditures | 1,024,895 | (4,647,854) | (47,855) | (4,669,709) |
| Other financing sources: | | | | |
| Premium received on debt issue | | 23,843 | - | 23,843 |
| Bonds issued | 5,000,000 | 5,000,000 | - | 5,000,000 |
| Total other financing sources | 5,000,000 | 5,023,843 | - | 5,023,843 |
| Revenues and other financing sources over expenditures | \$ 6,024,895 | \$ 375,989 | \$ (47,855) | \$ 328,134 |

DRAFT

City of Greenville, North Carolina

Schedule D-7

**Center City Revitalization
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|---------------------|---------------------|---------------------|
| Revenues: | | | | |
| Restricted intergovernmental | \$ 25,000 | \$ 25,250 | \$ - | \$ 25,250 |
| Interest earnings | 273,013 | 269,885 | 3,546 | 273,431 |
| Total revenues | 298,013 | 295,135 | 3,546 | 296,681 |
| Expenditures: | | | | |
| Acquisition | | 682,221 | 2,378 | 684,999 |
| Demolition | | - | - | - |
| Infrastructure | | 1,077,008 | 360,796 | 2,438,764 |
| Construction | | 86,707 | - | 86,707 |
| Development financing | | 179,895 | 30,000 | 209,895 |
| Bond administration | | 42,232 | 27,525 | 69,757 |
| Business retention | | - | - | - |
| Total expenditures | 5,298,013 | 3,068,423 | 420,699 | 3,490,122 |
| Deficiency of revenues under expenditures | (5,000,000) | (774,288) | (417,153) | (3,191,441) |
| Other Financing Sources: | | | | |
| Premium received on debt issue | | 24,904 | - | 24,904 |
| Bonds issued | 5,000,000 | 5,000,000 | - | 5,000,000 |
| Total other financing sources | 5,000,000 | 5,024,904 | - | 5,024,904 |
| Revenues and other financing sources over expenditures | \$ - | \$ 2,250,616 | \$ (417,153) | \$ 1,833,463 |

DRAFT

City of Greenville, North Carolina

Schedule D-8

**Stantonsburg Road / 10th Street Connector
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|---------------------|-----------------------|--------------------|
| Revenues: | | | | |
| Restricted intergovernmental revenue | \$ 4,000,000 | \$ 1,790,243 | \$ 1,259,759 | \$ 3,050,002 |
| Interest earnings | 22,000 | 2,205 | 20 | 2,225 |
| Total revenues | 4,022,000 | 1,792,448 | 1,259,779 | 3,052,227 |
| Expenditures: | | | | |
| Bond administration cost | | 55,610 | - | 55,610 |
| Engineering | | 2,387,737 | 3,253,369 | 5,585,106 |
| Total expenditures | 6,022,000 | 2,387,737 | 3,253,369 | 5,640,716 |
| Excess (deficiency) of revenues over (under) expenditures | (2,000,000) | (594,889) | (1,993,590) | (2,588,489) |
| Other financing sources: | | | | |
| Transfers in | | 943,000 | - | 943,000 |
| Bonds issued | 2,000,000 | 2,025,737 | - | 2,025,737 |
| Total other financing sources | 2,000,000 | 2,968,737 | - | 2,968,737 |
| Revenues and other financing sources over (under) expenditures | \$ - | \$ 2,373,838 | \$ (1,993,590) | \$ 380,248 |

DRAFT

City of Greenville, North Carolina

Schedule D-9

**South Tar River Greenway Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|---------------------|-------------------|------------------|
| Revenues: | | | | |
| Federal and State grants | \$ 1,480,000 | \$ 879,216 | \$ 565,669 | \$ 1,444,885 |
| | - | 3,700 | - | 3,700 |
| Total revenues | 1,480,000 | 882,916 | 565,669 | 1,448,585 |
| Expenditures: | | | | |
| Construction | | 1,117,218 | 148,066 | 1,265,284 |
| Engineering | | 113 | - | 171,113 |
| Right of way | | (31) | - | (881) |
| Total expenditures | 1,481,000 | 1,287,458 | 148,066 | 1,435,516 |
| Deficiency of revenues under expenditures | (1,000) | (404,534) | 417,603 | 13,069 |
| Other financing sources: | | | | |
| Transfers in | 1,000 | 1,000 | - | 1,000 |
| Total other financing sources | 1,000 | 1,000 | - | 1,000 |
| Revenues and other financing sources under expenditures | \$ - | \$ (403,534) | \$ 417,603 | \$ 14,069 |

DRAFT

City of Greenville, North Carolina

Schedule D-10

**Way Finding Community Development
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|-------------------|---------------------|------------------|
| Revenues: | | | | |
| Interest earnings | \$ - | \$ 2,536 | \$ 1 | \$ 2,537 |
| Expenditures: | | | | |
| Construction | 215,700 | 30,078 | 175,226 | 205,304 |
| Excess (deficiency) of revenues over (under) expenditures | (215,700) | (27,542) | (175,225) | (202,767) |
| Other financing sources (uses): | | | | |
| Transfers out | (40,000) | (40,000) | - | (40,000) |
| Transfers in | 255,700 | 255,700 | - | 255,700 |
| Total other financing sources | 215,700 | 215,700 | - | 215,700 |
| Revenues and other financing sources over (under) expenditures | \$ - | \$ 188,158 | \$ (175,225) | \$ 12,933 |

DRAFT

City of Greenville, North Carolina

Schedule D-11

**Thomas Langston Road Extension Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|--------------------|---------------------|---------------------|
| Revenues: | | | | |
| Federal and State grants | \$ 705,988 | \$ - | \$ 52,667 | \$ 52,667 |
| Interest earnings | 11,440 | 5,004 | 597 | 5,601 |
| Other income | - | 104,167 | - | 104,167 |
| Total revenues | 717,408 | 109,171 | 53,264 | 162,435 |
| Expenditures: | | | | |
| Engineering | - | 908 | 1,250 | 670,158 |
| Bond administration expense | - | 38,886 | - | 38,886 |
| Construction | - | 1,993,615 | 924,436 | 2,918,047 |
| Total expenditures | 3,980,847 | 2,701,405 | 925,686 | 3,627,091 |
| Deficiency of revenues under expenditures | (3,263,439) | (2,592,234) | (872,422) | (3,464,656) |
| Other financing sources: | | | | |
| Bonds issued | 2,896,803 | 2,896,803 | - | 2,896,803 |
| Transfers in | 388,015 | 287,845 | 80,170 | 388,015 |
| Total other financing sources | 263,418 | 3,184,648 | 80,170 | 3,264,818 |
| Revenues and other financing sources over (under) expenditures | - | \$ 592,414 | \$ (792,252) | \$ (199,838) |

DRAFT

City of Greenville, North Carolina

Schedule D-12

**Intermodal Transportation Center Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|-------------------|-------------------|-------------------|
| Revenues: | | | | |
| Federal and State grants | \$ 950,500 | \$ 192,772 | \$ 13,254 | \$ 206,026 |
| Interest earnings | - | 108 | 5 | 113 |
| Total revenues | 950,500 | 192,880 | 13,259 | 206,139 |
| Expenditures: | | | | |
| Construction | 1,885,818 | 227,835 | 14,567 | 235,252 |
| Deficiency of revenues under expenditures | (735,118) | (27,855) | (1,308) | (29,113) |
| Other financing sources: | | | | |
| Transfers in | 735,118 | 652,835 | - | 652,835 |
| Total other financing sources | 735,118 | 652,835 | - | 652,835 |
| Revenues and other financing sources over expenditures | \$ | \$ 625,030 | \$ (1,308) | \$ 623,722 |

DRAFT

City of Greenville, North Carolina

Schedule D-13

**Employee Parking Lot Expansion Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|----------------|--------------------|------------------|
| Revenues: | | | | |
| Interest earnings | \$ 1,486 | \$ 1,486 | \$ 1 | \$ 1,487 |
| Total revenues | 1,486 | 1,486 | 1 | 1,487 |
| Expenditures: | | | | |
| Renovations | | 338 | 160,735 | 161,073 |
| Total expenditures | 168,880 | 338 | 160,735 | 161,073 |
| Excess (deficiency) of revenues over (under) expenditures | (167,394) | 1,148 | (160,734) | (159,580) |
| Other financing sources (uses): | | | | |
| Sale of property | 175,500 | 175,500 | - | 175,500 |
| Transfers in | 266,893 | 193,683 | 73,210 | 266,893 |
| Transfers Out | (275,000) | (275,000) | - | (275,000) |
| Total other financing sources | 167,394 | 94,183 | 73,210 | 167,393 |
| Revenues and other financing sources over (under) expenditures and other financing uses | \$ | 95,331 | \$ (87,524) | \$ 7,807 |

DRAFT

City of Greenville, North Carolina

Schedule D-14

**Convention Center Expansion/Streetscape Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|--------------------|-------------------|--------------------|
| Revenues: | | | | |
| Federal and state grants | \$ 30,000 | \$ 30,000 | \$ - | \$ 30,000 |
| Occupancy taxes | 1,062,202 | 1,104,865 | 294,620 | 1,399,485 |
| Interest earnings | - | 1,025 | 45 | 1,070 |
| Other revenue | - | 35,342 | 5,000 | 40,342 |
| Total revenues | 1,092,202 | 1,171,232 | 299,665 | 1,470,897 |
| Expenditures: | | | | |
| Allocation to Convention and Visitor Authority | | 223,566 | - | 223,566 |
| Construction | | 2,561,866 | 6,452 | 2,568,332 |
| Total expenditures | 2,861,473 | 2,785,446 | 6,452 | 2,791,898 |
| Revenues over (under) expenditures | (1,769,271) | (1,614,214) | 293,213 | (1,321,001) |
| Other financing sources: | | | | |
| Transfers in | 1,769,271 | 1,769,271 | - | 1,769,271 |
| Total other financing sources | 1,769,271 | 1,769,271 | - | 1,769,271 |
| Revenues and other financing sources over expenditures | - | \$ 155,057 | \$ 293,213 | \$ 448,270 |

DRAFT

City of Greenville, North Carolina

Schedule D-15

**Community Oriented Policing Services (COPS) Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|--------------------|---------------------|---------------------|
| Revenues: | | | | |
| Federal and State grants | \$ 3,308,159 | \$ 3,033,284 | \$ - | \$ 3,033,284 |
| Interest earnings | - | 1,862 | - | 1,862 |
| Total revenues | 3,308,159 | 3,035,146 | - | 3,035,146 |
| Expenditures: | | | | |
| Administration | | 2,289,964 | - | 2,289,964 |
| Capital outlay | | 1,739,900 | 221,515 | 1,678,781 |
| Total expenditures | 3,969,790 | 2,739,900 | 221,515 | 3,958,745 |
| Deficiency of revenues under expenditures | (661,631) | (703,084) | (221,515) | (924,509) |
| Other financing sources: | | | | |
| Transfers in | 661,631 | 661,631 | - | 661,631 |
| Total other financing sources | 661,631 | 661,631 | - | 661,631 |
| Revenues and other financing sources under expenditures | \$ (41,453) | \$ (41,453) | \$ (221,515) | \$ (262,968) |

DRAFT

City of Greenville, North Carolina

Schedule D-16

**New Technology for Public Safety Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|---------------------|---------------------|--------------------|
| Revenues: | | | | |
| Interest earnings | \$ - | \$ 6,175 | \$ 9 | \$ 6,184 |
| Other revenue | - | 120 | - | 120 |
| Total revenues | - | 6,295 | 9 | 6,304 |
| Expenditures: | | | | |
| Testing | | 1,842,440 | 41,672 | 1,885,212 |
| Capital outlay | | 391 | 40,639 | 516,030 |
| Total expenditures | 2,804,000 | 2,316,741 | 82,311 | 2,401,242 |
| Deficiency of revenues under expenditures | (2,804,000) | (2,312,636) | (82,302) | (2,394,938) |
| Other financing sources: | | | | |
| Transfers out | (680,000) | (81,930) | (680,000) | (761,930) |
| Transfers in | 3,484,000 | 3,484,000 | - | 3,484,000 |
| Total other financing sources | 2,804,000 | 3,402,070 | (680,000) | 2,722,070 |
| Revenues and other financing sources over (under) expenditures | \$ - | \$ 1,089,434 | \$ (762,302) | \$ 327,132 |

DRAFT

City of Greenville, North Carolina

Schedule D-17

**Emergency Operations Center
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|----------------|-------------------|-------------------|
| Revenues: | | | | |
| Federal and State grants | \$ 600,000 | \$ - | \$ - | \$ - |
| Interest earnings | - | - | 1 | 1 |
| Total revenues | 600,000 | - | - | - |
| Expenditures: | | | | |
| Construction | 1,000,000 | - | 82,048 | 82,048 |
| Deficiency of revenues under expenditures | (400,000) | - | (82,048) | (82,048) |
| Other financing sources: | | | | |
| Transfers in | 400,000 | - | 400,000 | 400,000 |
| Total other financing sources | 400,000 | - | 400,000 | 400,000 |
| Revenues and other financing sources over expenditures | \$ - | \$ - | \$ 317,952 | \$ 317,952 |

DRAFT

City of Greenville, North Carolina

Schedule D-18

Draw Steele Center
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|----------------|---------------------|---------------------|
| Revenues: | | | | |
| Federal and State grants | \$ 500,000 | \$ - | \$ 290,981 | \$ 290,981 |
| Investment earnings | - | 54 | 6 | 60 |
| Other revenue - donations | 500,000 | 463,783 | 3,764 | 467,547 |
| Total revenues | 1,000,000 | 463,837 | 294,745 | 758,588 |
| Expenditures: | | | | |
| Construction | 1,467,349 | 2,885 | 1,161,196 | 1,163,881 |
| Revenue over (under) expenditures | \$ (467,349) | 461,152 | (866,451) | \$ (405,293) |
| Other financing sources: | | | | |
| Transfers in | 467,349 | 333,449 | 133,900 | 467,349 |
| Total other financing sources | 467,349 | 333,449 | 133,900 | 467,349 |
| Revenues and other financing sources over expenditures | \$ | 794,601 | \$ (732,551) | \$ 62,056 |

DRAFT

City of Greenville, North Carolina

Schedule D - 19

**Capital Reserve Fund
Schedule of Revenues and Expenditures -
Budget and Actual
Year Ended June 30, 2012**

| | Budget | Actual | Variance Positive (Negative) |
|--|----------|------------------|------------------------------------|
| Revenues: | | | |
| Investment earnings | \$ - | \$ 699 | \$ 699 |
| Other financing sources (uses): | | | |
| Appropriated fund balance | 394,129 | - | (394,129) |
| Transfers in | 250,000 | 250,000 | - |
| Transfers to other funds | (64,129) | (394,129) | 250,000 |
| Total other financing sources (uses) | - | (144,129) | (144,129) |
| Total revenues and other financing under other financing uses | - | (143,430) | \$ (143,430) |

DRAFT

City of Greenville, North Carolina

Schedule D-20

**King George - Bridget Capital
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|----------------|-------------------|-------------------|
| Revenues: | | | | |
| Federal and State grants | \$ 403,999 | | \$ 63,161 | \$ 63,161 |
| Total revenues | 403,999 | - | 63,161 | 63,161 |
| Expenditures: | | | | |
| Construction | 504,999 | - | - | |
| Revenue over (under) expenditures | \$ (101,000) | \$ - | \$ 63,161 | \$ 63,161 |
| Other financing sources: | | | | |
| Transfers in | 101,000 | - | 101,000 | 101,000 |
| Total other financing sources | 101,000 | - | 101,000 | 101,000 |
| Revenues and other financing sources over expenditures | \$ - | \$ - | \$ 164,161 | \$ 164,161 |

DRAFT

City of Greenville, North Carolina

Schedule D-21

**Green Mill Greenway
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|----------------|-------------------|-------------------|
| Revenues: | | | | |
| Federal and State grants | \$ 2,332,009 | \$ - | \$ - | \$ - |
| Other revenue - donations | | | 50,000 | 50,000 |
| Total revenues | 2,332,009 | - | 50,000 | 50,000 |
| Expenditures: | | | | |
| Construction | 2,902,511 | - | 862 | 862 |
| Revenue over (under) expenditures | \$ (570,502) | \$ - | \$ 49,138 | \$ 49,138 |
| Other financing sources: | | | | |
| Transfers in | 570,502 | - | 570,502 | 570,502 |
| Total other financing sources | 570,502 | - | 570,502 | 570,502 |
| Revenues and other financing sources over expenditures | \$ - | \$ - | \$ 619,640 | \$ 619,640 |

DRAFT

City of Greenville, North Carolina

Schedule D-22

**Public Works Yard, Beatty Street Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|---------------------|--------------------|---------------------|
| Revenues: | | | | |
| Interest Earnings | \$ 252 | \$ 252 | \$ - | \$ 252 |
| Total revenues | 252 | 252 | - | 252 |
| Expenditures: | | | | |
| Construction | 486,505 | 486,933 | 572 | 486,505 |
| Revenue over (under) expenditures | \$ (486,253) | \$ (486,681) | \$ (572) | \$ (486,253) |
| Other financing sources: | | | | |
| Transfers in | 501,550 | 501,550 | - | 501,550 |
| Transfers out | (15,297) | - | (15,297) | (15,297) |
| Total other financing sources | 486,253 | 501,550 | (15,297) | 486,253 |
| Revenues and other financing sources over expenditures | \$ - | \$ 15,869 | \$ (15,869) | \$ - |

DRAFT

Debt Service Fund

The Debt Service Fund accounts for the payment of the City's debt.

This Page Intentionally Left Blank

City of Greenville, North Carolina

Schedule G-1

Nonmajor Debt Service Fund
Schedule of Revenues, Expenditures and
Changes in Fund Balance - Budget and Actual
Year Ended June 30, 2012

| | 2012 | | Variance Positive (Negative) |
|--|--------------------|--------------------|------------------------------------|
| | Budget | Actual | |
| Revenues: | | | |
| Other taxes | \$ 536,466 | \$ 550,372 | \$ 13,906 |
| Investment earnings | - | 534 | 534 |
| Total revenues | 536,466 | 550,906 | 14,440 |
| Expenditures: | | | |
| Current: | | | |
| Principal retirement | 3,013,870 | 3,016,695 | 97,175 |
| Interest and fees | 1,692,083 | 1,714,758 | (82,675) |
| Total expenditures | 4,745,953 | 4,731,453 | 14,500 |
| Deficiency of revenues under expenditures | (4,209,487) | (4,180,547) | 28,940 |
| Other financing sources (uses): | | | |
| Transfers in | 4,209,487 | 4,131,344 | (78,143) |
| Bond Proceeds | - | 4,292,944 | 4,292,944 |
| Payments to escrow agent | - | (4,207,672) | (4,207,672) |
| Total other financing sources (uses) | | 4,216,616 | 7,129 |
| | | | |
| Revenue and other financing sources over expenditures | \$ - | \$ 36,069 | \$ 36,069 |

DRAFT

This Page Intentionally Left Blank

Enterprise Funds

Enterprise Funds are established to account for enterprise operations that are financed and operated in a manner similar to private business. The intent is that the cost of providing goods and services to the general public will be recovered primarily through user charges.

Major Funds

Electric Fund

The Electric Fund is established to account for the enterprise operation of providing power to the residents of the City.

Water Fund

The Water Fund is established to account for the enterprise operation of providing water to the residents of the City.

Sewer Fund

The Sewer Fund is established to account for the enterprise operation of providing sewer services to the residents of the City.

Gas Fund

The Gas Fund is established to account for the enterprise operation of providing natural gas to the residents of the City.

Non-Major Funds

Public Transportation

The Public Transportation Fund is established to account for the user charges, fees, federal contributions, and all operating costs associated with the operation of the transit system of the City.

Bradford Creek Golf Course Fund

The Bradford Creek Golf Course Fund is established to account for the operations of the golf course located on Old Pac-tolus Road.

Stormwater Utility Fund

The Stormwater Utility Fund is established to account for the operations of the Stormwater Utility operated through the Public Works Department of the City. This fund has an affiliated capital project fund.

Stormwater Drainage Project

The Stormwater Drainage Project is established to account for funds used in correcting drainage problems throughout the City. This is considered an enterprise fund capital project.

Sanitation

The Sanitation Fund is established to account for the user charges, fees, and all operating costs associated with sanitation collection and maintenance operation of the City.

This Page Intentionally Left Blank

City of Greenville, North Carolina

Schedule E-1
Page 1 of 2

Schedule of Revenues and Expenditures, Budget and Actual (Non-GAAP) -
 Electric Operating Fund - Major Enterprise Fund
 Year Ended June 30, 2012
 With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | | Variance Positive (Negative) | 2011 |
|--|--------------------|---------------------|------------------------------------|---------------------|
| | Budget | Actual | | Actual |
| Revenues: | | | | |
| Operating revenues: | | | | |
| Rates and charges | \$ 193,719,448 | \$ 191,029,354 | \$ (2,690,094) | \$ 200,357,626 |
| Fees and charges | 983,872 | 1,016,062 | 32,190 | 1,054,095 |
| U.G. temp service charges | 90,275 | 96,130 | 5,855 | 111,168 |
| Miscellaneous | 499,903 | 494,889 | (5,014) | 536,485 |
| Total operating revenues | 195,293,498 | 192,636,435 | (2,657,063) | 202,059,374 |
| Nonoperating revenues: | | | | |
| Interest on investments | 173,489 | 174,055 | 1,136 | 382,884 |
| FEMA/Insurance reimbursements | 2,450,000 | 2,417,060 | (32,940) | - |
| Miscellaneous | 1,020,284 | 1,746,056 | 725,772 | 1,626,104 |
| Total nonoperating revenues | 3,643,773 | 4,337,171 | 693,398 | 2,008,988 |
| Total revenues | 198,937,271 | 196,974,116 | (1,963,155) | 204,068,362 |
| Expenditures: | | | | |
| Electric Fund | | | | |
| Maintenance and repairs | | 3,587,679 | | 3,401,238 |
| Other operating expenses | | 183,597,193 | | 187,610,148 |
| Capital Outlay | | 5,500,564 | | 5,103,069 |
| Debt Service | | 2,984,292 | | 3,079,015 |
| Total expenditures | 199,770,748 | 195,669,728 | 4,102,020 | 199,193,470 |
| Excess of revenues over expenditures | (834,477) | 1,304,388 | 2,138,865 | 4,874,892 |
| Other financing sources (uses): | | | | |
| Installment debt issued | 834,477 | 834,344 | (133) | 848,231 |
| Intra-fund transfers out | - | (500,000) | (500,000) | (1,500,000) |
| Total other financing sources (uses) | 834,477 | 334,344 | (500,133) | (651,769) |
| Revenues and other financing sources over expenditures and other financing uses | \$ - | \$ 1,638,732 | \$ 1,638,732 | \$ 4,223,123 |

(Continued)

City of Greenville, North Carolina

Schedule E-1
Page 2 of 2

**Schedule of Revenues and Expenditures, Budget and Actual (Non-GAAP) -
Electric Operating Fund - Major Enterprise Fund (Continued)
Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011**

| | 2012 | 2011 |
|---|----------------------------|----------------------------|
| Reconciliation to Full Accrual Basis | | |
| From Modified Accrual Basis: | | |
| Revenues over expenditures | \$ 369,430 | \$ 4,223,123 |
| Budgetary appropriations, capital | 5,500,564 | 5,103,069 |
| Budgetary appropriations, debt principal | 1,980,087 | 1,910,579 |
| Depreciation | (7,320,825) | (7,257,515) |
| Debt issued | (53,944) | (848,231) |
| Amortization of bond premium/discount/issue costs | (27,250) | (22,764) |
| Changes in accrued interest payable | 16,170 | 55,184 |
| Intra-fund transfers | 500,000 | 1,500,000 |
| Changes in OPEB liability | (603,564) | (477,633) |
| Revenue recognized in Capital Projects | (1,229) | (1,378) |
| Net income | <u>\$ (428,003)</u> | <u>\$ 4,184,434</u> |

DRAFT

City of Greenville, North Carolina

Schedule E-2
Page 1 of 2

Schedule of Revenues and Expenditures, Budget and Actual (Non-GAAP) -
Water Operating Fund - Major Enterprise Fund
Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | | Variance Positive (Negative) | 2011 |
|---|-------------------|-------------------|------------------------------------|-------------------|
| | Budget | Actual | | Actual |
| Revenues: | | | | |
| Operating revenues: | | | | |
| Rates and charges | \$ 15,643,302 | \$ 15,719,715 | \$ 76,413 | \$ 14,568,726 |
| Fees and charges | 238,097 | 292,152 | 54,055 | 321,294 |
| Miscellaneous | 90,048 | 106,365 | 16,317 | 85,994 |
| Total operating revenues | 15,971,447 | 16,118,232 | 146,785 | 14,976,014 |
| Nonoperating revenues: | | | | |
| Interest on investments | 44,698 | 47,463 | 2,765 | 63,086 |
| Capacity fees | - | 2,976 | 2,976 | - |
| Miscellaneous | 75,826 | 217,103 | 141,277 | 135,400 |
| Total nonoperating revenues | 120,524 | 267,542 | 147,018 | 198,486 |
| Total revenues | 16,091,971 | 16,385,774 | 293,803 | 15,174,500 |
| Expenditures: | | | | |
| Water Fund | | | | |
| Maintenance and repairs | | 995,645 | | 1,123,229 |
| Other operating expenses | | 10,133,286 | | 8,790,980 |
| Capital outlay | | 948,658 | | 1,221,658 |
| Debt Service | | 3,818,330 | | 4,097,058 |
| Total expenditures | 16,091,971 | 15,895,919 | 125,616 | 15,232,925 |
| Deficiency of revenues under expenditures | 70,436 | 489,855 | 419,419 | (58,425) |
| Other financing sources (uses): | | | | |
| Capital contributed | 179,564 | 179,575 | 11 | 225,313 |
| Installment Purchase | - | - | - | 98,022 |
| Intrafund transfers in(out) | (250,000) | (300,000) | (50,000) | 504,000 |
| Total other financing sources | (70,436) | (120,425) | (49,889) | 827,335 |
| Revenues and other financing sources over expenditures | \$ - | \$ 369,430 | \$ 369,430 | \$ 768,910 |

(Continued)

City of Greenville, North Carolina

Schedule E-2
Page 2 of 2

Schedule of Revenues and Expenditures, Budget and Actual (Non-GAAP) -
Water Operating Fund - Major Enterprise Fund (Continued)
Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | 2011 |
|---|----------------|-------------------|
| Reconciliation to Full Accrual Basis | | |
| From Modified Accrual Basis: | | |
| Revenues over expenditures | \$ 369,430 | \$ 768,910 |
| Budgetary appropriations, capital | 948,658 | 1,221,657 |
| Budgetary appropriations, debt principal | 2,510,625 | 2,400,987 |
| Depreciation | (3,709,866) | (3,616,980) |
| Debt proceeds | (1,100,575) | (98,022) |
| Amortization of bond premium/discount/issue costs | (26,116) | (26,633) |
| Capitalization of bond interest | 17,119 | 71,691 |
| Intra-fund transfers | (795) | (504,000) |
| Changes in accrued interest payable | 300,000 | 325,640 |
| Changes in OPEB liability | (244,875) | (187,193) |
| Revenue recognized in Capital Projects | 123,165 | 436,721 |
| | <u>106,050</u> | <u>\$ 792,778</u> |
| Net income | | |

DRAFT

City of Greenville, North Carolina

Schedule E-3
Page 1 of 2

**Schedule of Revenues and Expenditures, Budget and Actual (Non-GAAP) -
Sewer Operating Fund - Major Enterprise Fund
Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011**

| | 2012 | | Variance Positive (Negative) | 2011 |
|--|-------------------|-------------------|------------------------------------|---------------------|
| | Budget | Actual | | Actual |
| Revenues: | | | | |
| Operating revenues: | | | | |
| Rates and charges | \$ 16,902,041 | \$ 17,247,740 | \$ 345,699 | \$ 16,251,177 |
| Fees and charges | 247,930 | 263,573 | 15,643 | 319,025 |
| Miscellaneous | 86,313 | 90,269 | 3,956 | 85,329 |
| Total operating revenues | 17,236,284 | 17,601,582 | 365,298 | 16,655,531 |
| Nonoperating revenues: | | | | |
| Interest on investments | 28,907 | 32,679 | 3,972 | 65,280 |
| Acreage fees | - | - | - | - |
| Pitt County | - | 49,522 | 49,522 | 65,219 |
| Miscellaneous | 29,850 | 50,778 | 20,928 | 51,807 |
| Total nonoperating revenues | 58,757 | 133,179 | 74,422 | 182,306 |
| Total revenues | 17,295,041 | 17,734,761 | 439,720 | 16,837,837 |
| Expenditures: | | | | |
| Sewer Fund | | | | |
| Maintenance and repairs | | 896,019 | | 953,425 |
| Other operating expenses | | 9,539,963 | | 8,849,873 |
| Capital outlay | | 938,615 | | 657,923 |
| Debt Service | | 4,985,535 | | 5,907,094 |
| Total expenditures | 16,894,138 | 16,360,132 | 536,006 | 16,368,315 |
| Excess (deficiency) of revenues over (under) expenditures | 398,903 | 1,374,629 | 975,726 | 469,522 |
| Other financing sources (uses): | | | | |
| Capital contributed | | | - | 364,279 |
| Debt issued | 101,097 | 101,055 | (42) | 180,653 |
| Intrafund transfers in (out) | (500,000) | (1,000,000) | (500,000) | - |
| Total other financing sources (uses) | (398,903) | (898,945) | (500,042) | 544,932 |
| Revenues and other financing sources over expenditures and other financing uses | \$ - | \$ 475,684 | \$ 475,684 | \$ 1,014,454 |

(Continued)

City of Greenville, North Carolina

Schedule E-3
Page 2 of 2

**Schedule of Revenues and Expenditures, Budget and Actual (Non-GAAP) -
Sewer Operating Fund - Major Enterprise Fund (Continued)
Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011**

| | 2012 | 2011 |
|---|----------------------------|----------------------------|
| Reconciliation to Full Accrual Basis | | |
| Accrual Basis: | | |
| Revenues over (under) expenditures | \$ 475,684 | \$ 1,014,454 |
| Budgetary appropriations, capital | 938,615 | 657,923 |
| Budgetary appropriations, debt principal | 3,418,886 | 4,224,190 |
| Depreciation | (4,265,136) | (4,245,776) |
| Debt proceeds | (100,055) | (180,653) |
| Amortization of bond premium/discount/issue costs | (1,637) | (30,717) |
| Capitalization of bond interest | 336,747 | 188,734 |
| Changes in accrued interest payable | 15,172 | 98,987 |
| Intra-fund transfers | 1,000,000 | - |
| Changes in OPEB liability | (243,590) | (198,164) |
| Revenue recognized in Capital Projects | 271,590 | 476,080 |
| Net Income | <u>\$ 1,798,017</u> | <u>\$ 2,005,058</u> |

DRAFT

City of Greenville, North Carolina

Schedule E-4
Page 1 of 2

Schedule of Revenues and Expenditures, Budget and Actual (Non-GAAP) -
Gas Operating Fund - Major Enterprise Fund
Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | | Variance Positive (Negative) | 2011 |
|--|-------------------|---------------------|------------------------------------|---------------------|
| | Budget | Actual | | Actual |
| Revenues: | | | | |
| Operating revenues: | | | | |
| Rates and charges | \$ 32,785,690 | \$ 30,150,678 | \$ (2,635,012) | \$ 37,440,128 |
| Fees and charges | 139,500 | 127,392 | (12,108) | 149,616 |
| Miscellaneous | 95,150 | 94,036 | (1,114) | 92,378 |
| Total operating revenues | 33,020,340 | 30,372,106 | (2,648,234) | 37,682,120 |
| Nonoperating revenues: | | | | |
| Interest on investments | 69,339 | 79,761 | 10,422 | 132,716 |
| FEMA/insurance reimbursements | - | 6,968 | 6,968 | - |
| Miscellaneous | 42,756 | 61,200 | 18,444 | 56,464 |
| Total nonoperating revenues | 112,095 | 147,929 | 35,834 | 189,180 |
| Total revenues | 33,132,435 | 30,520,035 | (2,612,400) | 37,871,300 |
| Expenditures: | | | | |
| Gas Fund | | | | |
| Maintenance and repairs | | 903,354 | | 387,100 |
| Other operating expenses | | 22,933,806 | | 30,428,653 |
| Capital outlay | | 747,097 | | 1,027,593 |
| Debt Service | | 1,355,724 | | 1,348,518 |
| Total expenditures | 33,101,497 | 25,939,981 | 7,214,516 | 33,191,864 |
| Excess (deficiency) of revenues over (under) expenditures | (22,062) | 4,580,054 | 4,602,116 | 4,679,436 |
| Other financing sources (uses): | | | | |
| Debt issued | 22,062 | 22,026 | (36) | 180,474 |
| Intrafund transfers in (out) | | (3,500,000) | (3,500,000) | - |
| Total other financing sources | 22,062 | (3,477,974) | (3,500,036) | 180,474 |
| Revenues and other financing sources over expenditures | \$ - | \$ 1,102,080 | \$ 1,102,080 | \$ 4,859,910 |

(Continued)

City of Greenville, North Carolina

Schedule E-4
Page 2 of 2

Schedule of Revenues and Expenditures, Budget and Actual (Non-GAAP) -
Gas Operating Fund - Major Enterprise Fund (Continued)
Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | 2011 |
|---|------------------|---------------------|
| Reconciliation to Full Accrual Basis | | |
| From Modified Accrual Basis: | | |
| Revenues over expenditures | \$ 1,102,080 | \$ 4,859,910 |
| Budgetary appropriations, capital | 747,097 | 1,027,593 |
| Budgetary appropriations, debt principal | 980,324 | 882,066 |
| Depreciation | (1,659,075) | (1,624,142) |
| Bond proceeds | (20,026) | (180,474) |
| Amortization of bond premium/discount/issue costs | (20,725) | (14,882) |
| Capitalization of bond interest | 10,500 | - |
| Changes in accrued interest payable | 3,500,000 | 38,815 |
| Changes in OPEB liability | (204,827) | (159,812) |
| Revenue recognized in Capital Projects | 66 | 949 |
| | <u>4,432,729</u> | <u>\$ 4,830,023</u> |
| Net income | | |

DRAFT

City of Greenville, North Carolina

Schedule E-5

Nonmajor Enterprise Funds
Combining Statement of Net Assets
June 30, 2012

| | Public Transportation Fund | Bradford Creek Golf Course Fund | Stormwater Utility Fund | Sanitation Fund | Total |
|--|----------------------------------|---------------------------------------|-------------------------------|---------------------|---------------------|
| Assets | | | | | |
| Current Assets: | | | | | |
| Cash and cash equivalents | \$ 702,416 | \$ - | \$ 3,851,552 | \$ - | \$ 4,553,968 |
| Accounts receivable, net | 279,583 | | 439,905 | 300 | 719,788 |
| Due from other governments | 1,269 | 11,056 | 8,632 | 5,570 | 26,527 |
| Due from other funds | | | | 816,121 | 816,121 |
| Inventories | | 14,197 | - | | 14,197 |
| Prepaid items and deposits | 124 | - | - | 552 | 676 |
| Total current assets | 983,392 | 25,253 | 4,300,089 | 822,543 | 6,131,277 |
| Noncurrent Assets: | | | | | |
| Restricted cash and investments | | | 701 | | 3,701 |
| Land and construction in progress | | | 6,153,021 | | 6,153,021 |
| Other capital assets, net of depreciation | 1,389,303 | 78,978 | 273,130 | 168,727 | 1,910,138 |
| Total noncurrent assets | 1,389,303 | 78,978 | 6,429,852 | 168,727 | 8,066,860 |
| Total assets | 2,372,695 | 104,231 | 10,729,941 | 991,270 | 14,198,137 |
| Liabilities | | | | | |
| Current Liabilities: | | | | | |
| Accounts payable and accrued liabilities | 1,442 | 44,510 | 340,478 | 255,111 | 690,541 |
| Due to other funds | | 766,587 | | 214,522 | 981,109 |
| Unearned revenue | 1,320 | | | | 1,320 |
| Compensated absences payable | 33,413 | 22,851 | - | 131,940 | 188,204 |
| Current maturities of long-term debt | - | - | 166,457 | - | 166,457 |
| Total current liabilities | 55,175 | 833,948 | 506,935 | 601,573 | 2,027,631 |
| Noncurrent Liabilities | | | | | |
| Noncurrent portion of compensated absences | 14,320 | 9,793 | - | 56,545 | 80,658 |
| Noncurrent portion of other post employment benefits | 216,745 | 228,584 | 465,031 | 1,065,009 | 1,975,369 |
| Noncurrent portion of long-term debt | - | - | 4,570,515 | - | 4,570,515 |
| Total noncurrent liabilities | 231,065 | 238,377 | 5,035,546 | 1,121,554 | 6,628,542 |
| Total liabilities | 316,240 | 1,072,325 | 5,542,481 | 1,723,127 | 8,654,173 |
| Net Assets | | | | | |
| Investment in capital assets, net of related debt | 1,389,303 | 78,978 | 1,692,880 | 168,727 | 3,329,888 |
| Unrestricted net assets | 667,152 | (1,047,072) | 3,494,580 | (900,584) | 2,214,076 |
| Total net assets | \$ 2,056,455 | \$ (968,094) | \$ 5,187,460 | \$ (731,857) | \$ 5,543,984 |

City of Greenville, North Carolina

Schedule E-6

Nonmajor Enterprise Funds
Combining Statement of Revenues, Expenses, and Changes in Net Assets
Year Ended June 30, 2012

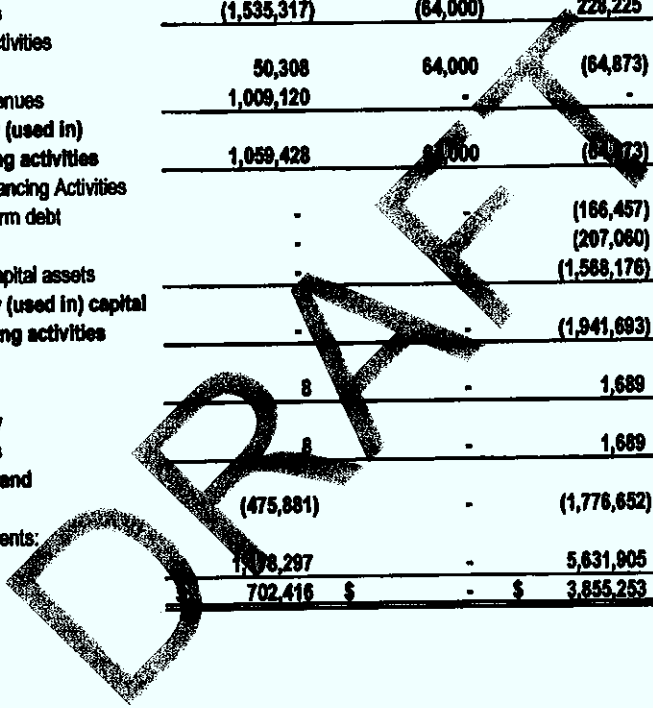
| | Transportation Fund | Bradford Creek Golf Course Fund | Stormwater Utility Fund | Sanitation Fund | Total |
|---|------------------------|---------------------------------------|-------------------------------|--------------------|--------------------|
| Operating revenues: | | | | | |
| Charges for services | \$ 313,643 | \$ 859,829 | \$ 2,961,631 | \$ 5,330,890 | \$ 9,465,993 |
| Other operating revenues | 917 | - | - | 76,679 | 77,596 |
| Total operating revenue | 314,560 | 859,829 | 2,961,631 | 5,407,569 | 9,543,589 |
| Operating expenses: | | | | | |
| Administrative and general | 31,868 | - | - | - | 31,868 |
| Operations and maintenance | 1,753,651 | 930,182 | 707,479 | 6,566,753 | 12,322,065 |
| Depreciation and amortization | 392,498 | - | 6,573 | 76,148 | 475,217 |
| Total operating expenses | 2,178,017 | 930,182 | 3,074,052 | 6,642,899 | 12,829,150 |
| Operating income (loss) | (1,863,457) | (70,353) | (116,421) | (1,235,330) | (3,285,561) |
| Nonoperating revenues (expenses): | | | | | |
| Investment earnings | 8 | - | 1,689 | 6 | 1,703 |
| Restricted intergovernmental revenues | 1,009,120 | - | - | 4,911 | 1,014,031 |
| Interest expense | - | - | (207,060) | - | (207,060) |
| Total nonoperating revenues (expense) | 1,009,128 | - | (205,371) | 4,917 | 808,674 |
| Income (loss) before transfers and contributions | (854,329) | (70,353) | (321,792) | (1,230,413) | (2,476,887) |
| Transfer to other funds | - | - | (80,170) | (226,686) | (306,856) |
| Transfers from other funds | 50,308 | 64,000 | 15,297 | 358,100 | 487,705 |
| Capital contributions - governmental activities | - | - | - | - | - |
| Change in net assets | (84,021) | (6,353) | (386,665) | (1,098,999) | (2,296,038) |
| Net assets, beginning of year | 2,860,478 | (961,741) | 5,574,125 | 367,142 | 7,840,002 |
| Net assets, end of year | \$ 2,058,455 | \$ (968,094) | \$ 5,187,460 | \$ (731,857) | \$ 5,543,964 |

City of Greenville, North Carolina

Schedule E-7
Page 1 of 2

Nonmajor Enterprise Funds
Combining Statement of Cash Flows
Year Ended June 30, 2012

| | Public Transportation Fund | Bradford Creek Golf Course Fund | Stormwater Utility Fund | Sanitation Fund | Total |
|--|----------------------------------|---------------------------------------|-------------------------------|--------------------|--------------------|
| Cash Flows From Operating Activities | | | | | |
| Cash received from customers | \$ 213,437 | \$ 859,350 | \$ 2,976,726 | \$ 5,427,332 | \$ 9,478,845 |
| Cash paid to vendors | (814,916) | (505,058) | (1,010,860) | (2,374,297) | (4,705,131) |
| Cash paid to employees | (933,838) | (418,292) | (1,739,641) | (3,720,346) | (6,812,117) |
| Net cash provided by (used in) operating activities | (1,535,317) | (64,000) | 228,225 | (667,311) | (2,038,403) |
| Cash From Noncapital Financing Activities | | | | | |
| Transfer (to)/from other funds | 50,308 | 64,000 | (64,873) | 253,180 | 302,615 |
| Restricted intergovernmental revenues | 1,009,120 | - | - | 4,911 | 1,014,031 |
| Net cash provided by (used in) noncapital financing activities | 1,059,428 | 64,000 | (64,873) | 258,091 | 1,316,646 |
| Cash From Capital and Related Financing Activities | | | | | |
| Repayment of principal of long-term debt | - | - | (166,457) | - | (166,457) |
| Interest paid | - | - | (207,060) | - | (207,060) |
| Acquisition and construction of capital assets | - | - | (1,568,176) | - | (1,568,176) |
| Net cash provided by (used in) capital and related financing activities | - | - | (1,941,693) | - | (1,941,693) |
| Cash From Investing Activities | | | | | |
| Interest received on investments | 8 | - | 1,689 | 6 | 1,703 |
| Net cash provided by investing activities | 8 | - | 1,689 | 6 | 1,703 |
| Net increase in cash and cash equivalents | (475,881) | - | (1,776,652) | (409,214) | (2,661,747) |
| Cash and cash equivalents/investments: | | | | | |
| Beginning of year | 1,978,297 | - | 5,631,905 | 409,214 | 7,219,416 |
| End of year | 702,416 | \$ - | \$ 3,855,253 | \$ - | \$ 4,557,669 |

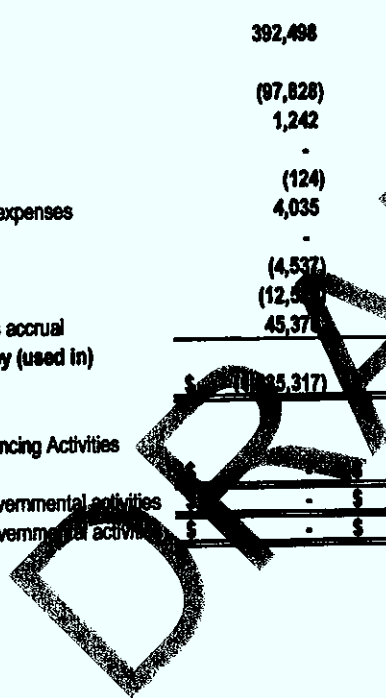


City of Greenville, North Carolina

Schedule E-7
Page 2 of 2

Nonmajor Enterprise Funds
Combining Statement of Cash Flows
Year Ended June 30, 2012

| | Public Transportation Fund | Bradford Creek Golf Course Fund | Stormwater Utility Fund | Sanitation Fund | Total |
|---|----------------------------------|---------------------------------------|-------------------------------|---------------------|-----------------------|
| Reconciliation of Operating Income (loss) to Net Cash Provided by (used in) Operating Activities | | | | | |
| Operating income (loss) | \$ (1,863,457) | \$ (70,353) | \$ (116,421) | \$ (1,235,330) | \$ (3,285,561) |
| Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities: | | | | | |
| Depreciation | 392,498 | - | 6,573 | 76,146 | 475,217 |
| Change in assets and liabilities: | | | | | |
| Accounts receivable | (97,828) | - | (229,245) | 371,037 | 43,964 |
| Due from other governments | 1,242 | (479) | (1,107) | 385 | 21 |
| Due from other funds | - | - | 247,947 | (363,644) | (116,197) |
| Prepays | (124) | - | - | (652) | (676) |
| Accounts payable and accrued expenses | 4,035 | (7,953) | 246,943 | 98,682 | 341,707 |
| Due to other funds | - | (10,400) | - | 214,522 | 172,073 |
| Unearned revenue | (4,537) | - | - | - | (4,537) |
| Compensated absences | (12,500) | 2,300 | - | (7,718) | (17,935) |
| Other post employment benefits accrual | 45,370 | 54,929 | 74,035 | 167,176 | 341,516 |
| Net cash provided by (used in) operating activities | \$ (1,085,317) | (64,000) | \$ 228,225 | \$ (679,316) | \$ (2,050,408) |
| Noncash Capital and Related Financing Activities | | | | | |
| Contributions of capital assets | - | - | 154,848 | - | 154,848 |
| Long-term debt assumed by governmental activities | - | - | - | - | - |
| Capital assets transferred to governmental activities | - | - | - | 121,766 | 121,766 |



City of Greenville, North Carolina

Schedule E-8

Public Transportation Enterprise Fund
Schedule of Revenues and Expenditures, Budget and Actual (Non-GAAP)
Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | | Variance Positive (Negative) | 2011 |
|--|------------------|---------------------|------------------------------------|-------------------|
| | Budget | Actual | | Actual |
| Revenues: | | | | |
| Charges for services | \$ 218,803 | \$ 313,643 | \$ 94,840 | \$ 274,137 |
| Public transportation planning and operating grants | 1,044,094 | 1,009,120 | (34,974) | 830,129 |
| Investment earnings | | 8 | 8 | 104 |
| Other operating revenues | 198 | 917 | 719 | 258 |
| Total operating revenue | 1,263,095 | 1,323,688 | 60,593 | 1,104,628 |
| Expenditures: | | | | |
| Administrative and general | 40,611 | 48,868 | 8,743 | 27,832 |
| Operations and maintenance | 560,013 | 493,400 | 66,522 | 377,386 |
| Salaries and benefits | 906,363 | 934,824 | (28,461) | 766,800 |
| Capital outlay | 385,248 | 287,945 | 97,301 | 265,221 |
| Total operating expenses | 1,892,235 | 1,748,128 | 144,105 | 1,437,239 |
| Revenues over (under) expenditures | (629,139) | (424,440) | 204,698 | (332,611) |
| Other financing sources (uses): | | | | |
| Appropriated fund balance | 578,830 | - | (578,830) | - |
| Transfers from General Fund | 50,308 | 50,308 | - | - |
| Total other financing sources (uses) | 629,138 | 50,308 | (578,830) | - |
| Revenues and other financing sources over (under) expenditures and other financing uses | \$ - | (374,132) | \$ (374,132) | (332,611) |
| Reconciliation from budgetary basis to full accrual basis: | | | | |
| Depreciation | | (392,498) | | (375,473) |
| Donated assets - governmental activities | | - | | 1,302,261 |
| Deferred Revenue | | (4,537) | | |
| Change in OPEB liability | | (45,376) | | (40,670) |
| Change in accrued compensated absences | | 12,522 | | 16,477 |
| Net income - full accrual basis | | \$ (804,021) | | \$ 589,984 |

DRAFT

City of Greenville, North Carolina

Schedule E-9

Bradford Creek Golf Course Enterprise Fund
Schedule of Revenues and Expenditures, Budget and Actual (Non-GAAP)
Year Ended June 30, 2012
With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | | Variance Positive (Negative) | 2011 |
|---|-------------------|-------------------|------------------------------------|-----------------------|
| | Budget | Actual | | Actual |
| Revenues: | | | | |
| Charges for services | \$ 845,714 | \$ 859,829 | \$ 14,115 | \$ 750,095 |
| Total operating revenue | 845,714 | 859,829 | 14,115 | 750,095 |
| Expenditures: | | | | |
| Operations and maintenance | 451,806 | 397,492 | 54,384 | 387,917 |
| Salaries and benefits | 400,408 | 478,526 | (15,118) | 449,002 |
| Capital outlay | - | - | - | - |
| Retirement of long-term debt | - | - | - | - |
| Interest expense | - | - | - | - |
| Total operating expenses | 912,214 | 872,948 | 39,266 | 836,919 |
| Revenues under expenditures | (66,400) | (13,119) | 53,381 | (86,824) |
| Other financing sources: | | | | |
| Transfer from General Fund | 64,000 | 64,000 | - | - |
| Grant funds | 2,500 | - | (2,500) | - |
| Total other financing sources | 66,500 | 64,000 | (2,500) | - |
| Revenues and other financing sources under expenditures | \$ - | \$ 50,881 | \$ 50,881 | (86,824) |
| Reconciliation from budgetary basis to full accrual basis: | | | | |
| Depreciation | - | - | - | (10,005) |
| Capital outlay | - | - | - | - |
| Capital contributed - governmental activities | - | - | - | 435,879 |
| Transfer to governmental activities | - | - | - | (3,032,731) |
| Change in accrued compensated absences | - | (2,305) | - | 2,332 |
| Change in OPEB liability | - | (54,929) | - | (69,378) |
| Retirement of long-term debt | - | - | - | - |
| Net Income - full accrual basis | \$ (6,353) | \$ (6,353) | \$ (6,353) | \$ (2,760,727) |

City of Greenville, North Carolina

Schedule E-10

Stormwater Utility Fund
 Schedule of Revenues and Expenditures, Budget and Actual (Non-GAAP)
 Year Ended June 30, 2012
 With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | | Variance Positive (Negative) | 2011 |
|--|--------------------|---------------------|------------------------------------|-------------------|
| | Budget | Actual | | Actual |
| Revenues: | | | | |
| Charges for services | \$ 2,951,000 | \$ 2,972,053 | \$ 21,053 | \$ 3,058,151 |
| Investment earnings | 60,616 | 23 | (60,593) | 852 |
| Total operating revenues | 3,011,616 | 2,972,076 | (39,540) | 3,059,003 |
| Expenditures: | | | | |
| Operations and maintenance | 863,532 | 710,820 | 152,712 | 544,216 |
| Salaries and benefits | 1,867,666 | 1,811,676 | 53,990 | 1,671,909 |
| Capital outlay | 1,230,128 | 771,334 | 858,794 | 407,247 |
| Retirement of long-term debt | 166,457 | 166,457 | - | 92,283 |
| Interest paid | 207,060 | 207,060 | - | 245,809 |
| Indirect cost reimbursement | - | - | - | 262,902 |
| Total operating expenses | 4,334,843 | 3,269,347 | 1,065,496 | 3,224,366 |
| Revenues over (under) expenditures | (1,323,227) | (297,271) | (1,105,036) | (165,363) |
| Other financing sources (uses): | | | | |
| Transfer to other funds | (808,170) | (808,170) | - | 808,170 |
| Transfers in | 15,297 | 15,297 | - | - |
| Appropriated fund balance | 116,100 | - | (2,116,100) | - |
| Total other financing sources (uses) | (676,873) | (792,873) | (2,116,100) | - |
| Revenues and other financing sources over (under) expenditures and other financing uses | - | (1,090,144) | \$ (1,090,144) | (165,363) |
| Reconciliation from budgetary basis to full accrual basis: | | | | |
| Depreciation | | (6,573) | | (11,609) |
| Transfer to capital projects | | 728,000 | | - |
| Transfer to other funds | | - | | (97,850) |
| Capital contributed - governmental activity | | - | | 42,550 |
| Capital project interest earnings | | 1,666 | | 1,666 |
| Deferred revenue | | (10,422) | | 7,739 |
| Other capital project activity | | (204,664) | | (29,004) |
| Capital asset additions | | 103,050 | | 347,109 |
| Change in OPEB liability | | (74,035) | | (74,163) |
| Retirement of long-term debt | | 166,457 | | 92,283 |
| Net Income - full accrual basis | | \$ (386,665) | | \$ 113,358 |

City of Greenville, North Carolina

Schedule E-11

**Stormwater Drainage Capital Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|--|--------------------------|---------------------|-----------------------|---------------------|
| Revenues: | | | | |
| Interest earnings | \$ 204,000 | \$ 306,993 | \$ 1,658 | \$ 308,651 |
| Restricted intergovernmental | 400,000 | - | - | - |
| Other revenue | | | 600 | \$ 600 |
| Total revenues | 604,000 | 306,993 | 1,658 | 308,651 |
| Expenditures: | | | | |
| Stormwater drainage projects | 6,476,232 | 3,620,285 | 1,794,563 | 5,424,848 |
| Excess (deficiency) of revenues over (under) expenditures | (5,872,232) | (5,323,290) | (1,792,905) | (5,116,197) |
| Other financing sources (uses): | | | | |
| Premium received on debt issue | | 22,607 | - | 22,607 |
| Bonds issued | 5,100,000 | 1,100,000 | - | 5,100,000 |
| Transfers in | 772,232 | - | 692,000 | 692,000 |
| Total other financing sources (uses) | 5,872,232 | 5,122,607 | 692,000 | 5,814,607 |
| Revenues and other financing sources over (under) expenditures and other financing uses | \$ - | \$ 1,799,315 | \$ (2,484,905) | \$ (685,590) |

DRAFT

City of Greenville, North Carolina

Schedule E-12

**SW Drainage Maintenance Improvement Capital Project
Schedule of Revenues and Expenditures -
Budget and Actual
From Inception and For the Year Ended June 30, 2012**

| | Project Authorization | Prior Years | Current Year | Total |
|---|--------------------------|------------------|-----------------|---------------------|
| Revenues: | | | | |
| Interest earnings | \$ - | \$ 148 | \$ 8 | \$ 156 |
| Total revenues | - | 148 | 8 | 156 |
| Expenditures: | | | | |
| Stormwater drainage projects | 1,133,150 | 31,351 | 30,875 | 62,026 |
| Deficiency of revenues over (under) expenditures | (1,133,150) | (31,203) | (30,867) | (61,870) |
| Other financing sources: | | | | |
| Transfers out | (97,850) | (97,850) | - | (97,850) |
| Transfers in | 1,231,000 | 1,195,000 | 38,000 | 1,231,000 |
| Total other financing sources | 1,133,150 | 1,097,150 | 38,000 | 1,133,150 |
| Revenues and other financing sources over (under) expenditures | \$ - | 1,065,947 | \$ 5,333 | \$ 1,071,280 |

DRAFT

City of Greenville, North Carolina

Schedule E-13

Sanitation Fund
 Schedule of Revenues and Expenditures and Changes in
 Fund Balance - Budget and Actual (Non-GAAP)
 Year Ended June 30, 2012
 With Comparative Actual Amounts for Year Ended June 30, 2011

| | 2012 | | Variance Positive (Negative) | 2011 |
|--|------------------|-----------------------|------------------------------------|---------------------|
| | Budget | Actual | | Actual |
| Revenues: | | | | |
| Charges for services | \$ 5,464,366 | \$ 5,349,902 | \$ (114,464) | \$ 5,372,101 |
| Grant revenue | | 4,911 | 4,911 | - |
| Investment earnings | | 6 | 6 | 1,389 |
| Other revenue | 60,000 | 76,089 | 16,079 | 59,667 |
| Total operating revenues | 5,524,366 | 5,426,998 | (97,368) | 5,433,157 |
| Expenditures: | | | | |
| Operations and maintenance | 2,353,463 | 2,334,870 | 18,565 | 1,830,077 |
| Salaries and benefits | 3,740,982 | 3,879,804 | (138,822) | 3,575,542 |
| Capital outlay | 268,484 | 192,593 | 75,891 | 64,751 |
| Retirement of long-term debt | | - | - | 24,285 |
| Interest paid | | - | - | 318 |
| Indirect cost reimbursement | | - | - | 110,179 |
| Total operating expenses | 6,362,929 | 6,407,295 | (44,366) | 5,605,152 |
| Revenues over (under) expenditures | (838,563) | (975,797) | (137,234) | (171,995) |
| Other financing sources (uses): | | | | |
| Appropriated fund balance | 56,383 | - | (56,383) | - |
| Transfers from General Fund | 358,100 | 358,100 | - | 190,000 |
| Transfers to Vehicle Replacement Fund | | (121,766) | (121,766) | |
| Transfers to General Fund | (104,920) | (104,920) | - | (104,920) |
| Total other financing sources (uses) | 838,563 | 131,414 | (707,149) | 85,080 |
| Revenues and other financing sources over (under) expenditures and other financing uses | \$ - | (844,383) | \$ (844,383) | (86,915) |
| Reconciliation from budgetary basis to full accrual basis: | | | | |
| Depreciation | | (76,146) | | (206,166) |
| Contributed Capital | | - | | 45,846 |
| Deferred revenue | | (19,012) | | - |
| Change in accrued compensation absences | | 7,718 | | 2,756 |
| Change in OPEB liability | | (167,176) | | (177,034) |
| Retirement of long-term debt | | - | | 24,285 |
| Net Income - full accrual basis | | \$ (1,089,999) | | \$ (397,228) |

Internal Service Funds

Internal Service Funds account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost-reimbursement basis.

Vehicle Replacement Fund

The Vehicle Replacement Fund is established to account for financing the City's replacement vehicles and certain capital equipment greater than or equal to \$5,000.

Health Insurance Fund

The Health Insurance Fund is established to account for the self-insured financing of the City's health insurance program.

Fleet Maintenance Fund

The Fleet Maintenance Fund is established to account for financing the City's fleet maintenance costs.

This Page Intentionally Left Blank

City of Greenville, North Carolina

Schedule F-1

Internal Service Funds
Combining Balance Sheet
June 30, 2012

| | Dental Fund | Vehicle Replacement Fund | Health Insurance Fund | Fleet Maintenance Fund | Total |
|---|----------------|--------------------------------|-----------------------------|------------------------------|----------------------|
| Assets | | | | | |
| Current Assets | | | | | |
| Cash, cash equivalents, and investments | \$ - | \$ 7,195,405 | \$ 3,151,863 | \$ - | \$ 10,347,268 |
| Receivables | - | - | 90,250 | 5,205 | 95,455 |
| Prepaid expenses | - | 14,578 | 17,883 | 182 | 182 |
| Due from other governments | - | - | - | 85,427 | 117,888 |
| Inventory | - | - | - | 144,273 | 144,273 |
| Total current assets | - | 7,209,983 | 3,259,996 | 235,087 | 10,705,066 |
| Noncurrent Assets | | | | | |
| Other capital assets, net | - | 7,352,172 | - | - | 7,352,172 |
| Total assets | - | 14,562,155 | 3,259,996 | 235,087 | 18,057,238 |
| Liabilities and Net Assets | | | | | |
| Current Liabilities | | | | | |
| Accounts payable | - | 126,863 | 1,192,840 | 156,747 | 1,776,450 |
| Due to other funds | - | - | 59,793 | 258,969 | 318,762 |
| Unearned revenue | - | - | 9,854 | - | 9,854 |
| Total current liabilities | - | 126,863 | 1,262,487 | 415,716 | 2,105,066 |
| Net Assets | | | | | |
| Investment in capital assets | - | 7,352,172 | - | - | 7,352,172 |
| Unrestricted net assets | - | 6,783,120 | 1,997,509 | (180,629) | 8,800,000 |
| Total net assets | \$ - | \$ 14,135,292 | \$ 1,997,509 | \$ (180,629) | \$ 15,952,172 |

DRAFT

City of Greenville, North Carolina

Schedule F-2

**Internal Service Funds
Combining Statement of Revenues, Expenses, and Changes in Net Assets
Year Ended June 30, 2012**

| | Dental Fund | Vehicle Replacement Fund | Health Insurance Fund | Fleet Maintenance Fund | Total |
|---|----------------|--------------------------|-----------------------|------------------------|-------------------|
| Operating revenues: | | | | | |
| Charges for services | \$ 798,882 | \$ 3,088,027 | \$ 24,936,172 | \$ 3,706,571 | \$ 32,529,652 |
| Other operating revenues | - | 212,112 | - | - | 212,112 |
| Total operating revenues | 798,882 | 3,300,139 | 24,936,172 | 3,706,571 | 32,741,764 |
| Operating expenses: | | | | | |
| Administration | - | - | 2,284,557 | - | 2,284,557 |
| Operations and maintenance | - | 495,372 | - | 3,880,575 | 4,375,947 |
| Depreciation | - | 895,965 | - | - | 895,968 |
| Claims and payments to third party administrators | 723,012 | - | 21,695,562 | - | 22,418,574 |
| Total operating expenses | 723,012 | 1,391,340 | 23,980,119 | 3,880,575 | 29,975,046 |
| Operating income (loss) | 75,870 | 908,799 | 1,056,053 | (174,004) | 2,766,718 |
| Nonoperating revenues: | | | | | |
| Investment earnings | 12 | 51 | 1,205 | - | 1,268 |
| Total nonoperating revenue | 12 | 51 | 1,205 | - | 1,268 |
| Income (loss) before transfers | 75,882 | 908,850 | 957,258 | (174,004) | 2,767,986 |
| Transfers in | - | 1,766 | 75,000 | - | 196,766 |
| Net Income (Loss) | 75,882 | 2,036,916 | 1,032,258 | (174,004) | 2,964,752 |
| Net assets: | | | | | |
| Beginning of year, July 1st | (75,882) | 12,104,675 | 965,251 | (6,625) | 12,987,419 |
| End of year, June 30th | \$ - | \$ 14,135,291 | \$ 1,997,509 | \$ (180,629) | \$ 15,952,171 |

DRAFT

City of Greenville, North Carolina

Schedule F-3

Internal Service Funds
Combining Statement of Cash Flows
Year Ended June 30, 2012

| | Dental Fund | Vehicle Replacement Fund | Health Insurance Fund | Fleet Maintenance Fund | Total |
|--|----------------|--------------------------|-----------------------|------------------------|---------------------|
| Cash Flows From Operating Activities: | | | | | |
| Cash received from customers | \$ 800,843 | \$ 3,287,079 | \$ 24,872,315 | \$ 3,699,078 | \$ 32,459,315 |
| Cash paid to vendors and employees | (800,855) | (68,509) | (23,684,554) | (3,699,078) | (28,252,996) |
| Net cash provided by (used in) operating activities | (12) | 3,218,570 | 987,761 | - | 4,206,319 |
| Cash Flows From Noncapital Financing Activities | | | | | |
| Transfers in | - | - | 75,000 | - | 75,000 |
| Net cash provided by capital and related financing activities | - | - | 75,000 | - | 75,000 |
| Cash Flows From Capital and Related Financing Activities | | | | | |
| Acquisition and construction of capital assets | - | (2,144,448) | - | - | (2,144,448) |
| Cash Flows From Investing Activities | | | | | |
| Interest received on investments | 12 | 51 | 1,205 | - | 1,268 |
| Net cash provided by (used in) investing activities | 12 | 51 | 1,205 | - | 1,268 |
| Net increase (decrease) in cash and cash equivalents/investments | - | 6,121,232 | 2,087,897 | - | 8,209,129 |
| Cash and cash equivalents/investments: | | | | | |
| Beginning of year, July 1st | \$ - | \$ 7,195,405 | \$ 3,151,863 | \$ - | \$ 10,347,268 |
| End of year, June 30th | \$ - | \$ 7,195,405 | \$ 3,151,863 | \$ - | \$ 10,347,268 |
| Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities | | | | | |
| Operating income (loss) | \$ 75,870 | \$ 1,908,799 | \$ 956,053 | \$ (174,004) | \$ 2,766,718 |
| Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities | | | | | |
| Depreciation | - | 895,968 | - | - | 895,968 |
| Change in assets and liabilities: | | | | | |
| (Increase) decrease in accounts receivable | 1,961 | (13,060) | (49,375) | (7,493) | (67,967) |
| (Increase) decrease in inventories | - | - | - | (33,815) | (33,815) |
| (Increase) decrease in prepaids | - | - | - | (182) | (182) |
| Increase (decrease) in due to other funds | (77,843) | - | 59,793 | 129,927 | 111,877 |
| Increase (decrease) in unearned revenue | - | - | (4,482) | - | (4,482) |
| Increase (decrease) in accounts payable | - | 426,863 | 25,772 | 85,567 | 538,202 |
| Net cash provided by (used in) operating activities | \$ (12) | \$ 3,218,570 | \$ 987,761 | \$ - | \$ 4,206,319 |

City of Greenville, North Carolina

Schedule F-4

Dental Internal Service Fund
Schedule of Revenues and Expenditures -
Budget and Actual (Non-GAAP)
Year Ended June 30, 2012

| | 2012 | | Variance Positive (Negative) |
|---|----------------|------------------|------------------------------------|
| | Budget | Actual | |
| Revenues: | | | |
| Charges for services | \$ 263,481 | \$ 798,892 | \$ 535,401 |
| Investment earnings | - | 12 | 12 |
| Total revenue | <u>263,481</u> | <u>798,894</u> | <u>535,413</u> |
| Expenditures: | | | |
| Claims | 263,481 | 723,012 | (459,531) |
| Total operating expenses | <u>263,481</u> | <u>723,012</u> | <u>(459,531)</u> |
| Revenues under expenditures | <u>\$ -</u> | <u>75,882</u> | <u>\$ 75,882</u> |
| Reconciliation from budgetary basis to full accrual basis: | | | |
| Deferred revenue | | - | |
| Net income - full accrual basis | | <u>\$ 75,882</u> | |

DRAFT

City of Greenville, North Carolina

Schedule F-5

Vehicle Replacement Internal Service Fund
Schedule of Revenues and Expenditures -
Budget and Actual (Non-GAAP)
Year Ended June 30, 2012

| | 2012 | | Variance Positive (Negative) |
|---|--------------------|---------------------|------------------------------------|
| | Budget | Actual | |
| Revenues: | | | |
| Charges for services | \$ 3,082,860 | \$ 3,088,027 | \$ 5,167 |
| Investment earnings | - | 51 | 51 |
| Other operating revenues | 15,000 | 212,112 | 197,112 |
| Total revenue | 3,097,860 | 3,300,190 | 202,330 |
| Expenditures: | | | |
| Capital outlay | 2,639,191 | 2,639,820 | 1,648,371 |
| Revenues over (under) expenditures | (1,190,331) | 660,370 | 1,850,701 |
| Other financing sources (uses): | | | |
| Transfers in | - | 121,766 | 121,766 |
| Fund balance appropriated | 1,190,331 | - | (1,190,331) |
| Other financing sources over | 1,190,331 | 121,766 | (1,068,565) |
| Revenues and other financing sources over expenditures | \$ - | 782,136 | \$ 782,136 |
| Reconciliation from budgetary basis to full accrual basis: | | | |
| Depreciation | | (895,968) | |
| Capital asset purchased | | 2,144,448 | |
| Net Income - full accrual basis | | \$ 2,030,616 | |

DRAFT

City of Greenville, North Carolina

Schedule F-6

Health Insurance Internal Service Fund
Schedule of Revenues and Expenditures -
Budget and Actual (Non-GAAP)
Year Ended June 30, 2012

| | 2012 | | Variance Positive (Negative) |
|--|-------------------|-------------------|------------------------------------|
| | Budget | Actual | |
| Revenues: | | | |
| Charges for services | \$ 23,795,966 | \$ 24,726,172 | \$ 930,206 |
| Investment earnings | - | 1,205 | 1,205 |
| Total revenue | 23,795,966 | 24,727,377 | 931,411 |
| Expenditures: | | | |
| Administration | | 2,284,557 | |
| Payment to third party administrator | | 21,485,562 | |
| Total expenditures | 23,980,486 | 23,770,119 | 213,347 |
| Revenue over (under) expenditures | (187,500) | 957,258 | 1,144,758 |
| Other financing sources (uses): | | | |
| Transfers in | 187,500 | 75,000 | (112,500) |
| Revenues and other financing sources over over expenditures | \$ - | 1,032,258 | \$ 1,032,258 |
| Reconciliation from budgetary basis to full accrual basis: | | | |
| Change in Deferred revenue | | (4,482) | |
| Change in IBNR | | (210,000) | |
| Net income - full accrual basis | | \$ 817,776 | |

DRAFT

City of Greenville, North Carolina

Schedule F-7

**Fleet Maintenance Internal Service Fund
Schedule of Revenues and Expenditures -
Budget and Actual (Non-GAAP)
Year Ended June 30, 2012**

| | 2012 | | Variance Positive (Negative) |
|--|------------------|---------------------|------------------------------------|
| | Budget | Actual | |
| Revenues: | | | |
| Charges for services | \$ 3,896,856 | \$ 3,706,571 | \$ (190,285) |
| Total revenue | <u>3,896,856</u> | <u>3,706,571</u> | <u>(190,285)</u> |
| Expenditures: | | | |
| Salaries and benefits | | 1,174,993 | |
| Operating and maintenance | | 2,688,382 | |
| Capital outlay | | 17,200 | |
| Total expenditures | <u>3,896,856</u> | <u>3,880,575</u> | <u>16,281</u> |
| Other financing sources (uses): | | | |
| Appropriated Fund Balance | 2,067 | | |
| Revenues and other financing sources over over expenditures | <u>\$ -</u> | <u>\$ (174,004)</u> | <u>\$ (171,937)</u> |

DRAFT

This Page Intentionally Left Blank



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

Title of Item: Performance Management and NC Benchmarking Project Update

Explanation: **ABSTRACT:** Staff will introduce and summarize the municipal comparative service data from the City of Greenville based on the North Carolina Benchmarking Program for the year ending June 30, 2011.

This presentation will serve as an update on the City of Greenville's participation and results, as of FY 2010-2011, in the North Carolina Benchmarking Program administered by the UNC School of Government. Fiscal year 2009 marked the first year that the City of Greenville became a participant. This project collects and compares four types of performance measures: (1) workload, (2) efficiency, (3) effectiveness, and (4) cost data. The City's service delivery areas that are reviewed and compared to other cities in an effort to improve operations include:

- residential refuse collection
- household recycling, yard waste/leaf collection
- police services
- emergency communications
- asphalt maintenance and repair
- fire services
- building inspections
- fleet maintenance
- human resources

Other program participants include Apex, Asheville, Burlington, Cary, Charlotte, Concord, Greensboro, Hickory, High Point, Salisbury, Wilmington, Wilson, and Winston-Salem.

The goal of the project is to develop/expand the use of performance measurements in local government, produce reliable performance and cost data for comparison, and facilitate the use of performance and cost data to improve

efficiencies in services and processes. Results from the fiscal year 2010-2011 NC Benchmarking Project are on the City of Greenville's Financial Services Department website.

Fiscal Note:

The Financial Services Department's budget includes the annual program fee of \$10,000.

Recommendation:

Receive the 2010-2011 report on the NC Local Government Performance Measurement Project.

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

Attachments / [click to download](#)



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

Title of Item: Special pay adjustments for FY 2012-2013 and ordinance amending the Assignment of Classes to Pay Grades and Ranges

Explanation: **Abstract**
City Council approved a \$100,000 allocation for special pay adjustments during FY 2012-2013 to equitably address several compensation issues. Staff's proposal is a three-part approach: (a) limited pay adjustments to those incumbent employees at the lowest end of the pay scales to ease their compressed salaries in comparison with newly hired employees; reclassifications and titles changes for 13 of the positions recommended by departments during the budget preparation process; and (c) authorization to change the status on 13 part-time position from temporary part-time to designated part-time and qualify for partial fringe benefits.

City Council approved a \$100,000 allocation for special pay adjustments during FY 2012-2013 for the purpose of equitably addressing compensation issues within our workforce. Following Council direction given during budget discussions, staff focused on the areas of salary compression and reclassification. The proposal prepared by staff is attached. Also included in the proposal is the listing of part-time positions eligible for designated part-time status with partial benefits. Council approval is required to implement the designation for these individuals.

Fiscal Note: City Council approved \$100,000 in the FY 2012-2013 for the special pay adjustments. The breakdown is as follows:

1. Salary Compression \$61,181
2. Position Reclassification \$22,483
3. Designated Part-time Status \$16,336

Recommendation: Approve the recommended proposal for special pay adjustments for FY 2012-2013, and approve the ordinance amendment to the "Assignment of Classes to Pay Grades and Ranges" (Pay Plan) to incorporate the classification changes.

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

Attachments / click to download

- [Special Pay Adjustments proposal FY 2012 2013 937422](#)
 - [Special Pay Adjustments Pay Compression 934675](#)
 - [FY 12 13 Compression Data 933742](#)
 - [Proposal Reclassification Chart FY 2012 2013 937477](#)
 - [Executive Summary Reclassifications FY 12 13 FY 13 14 932085](#)
 - [Recommendations for designated part time status 935050](#)
 - [FY 12 13 special pay adjustment pool allocation 933907](#)
 - [amendment to payplan June 30 2012 937423](#)
-

MEMORANDUM

TO: Barbara Lipscomb, City Manager
Thom Moton, Assistant City Manager

FROM: Gerry Case, Director of Human Resources

DATE: September 26, 2012

SUBJECT: Proposal for Special Pay Adjustments FY 2012-2013

City Council approved \$100,000 in funding in the FY 2012-2013 budget for special pay adjustments to equitably address compensation issues within our workforce. General direction by City Council during budget deliberations indicated the primary interest was in the areas of salary compression and reclassifications. To that end, the following proposal is recommended.

Pay Compression

The initial focus area is to renew our efforts in resolving the pay compression issue. In the implementation of the new salary structure July 1, 2011, pay adjustments were made for those employees whose pay rate was below the new minimum. In addition, limited time in position (TIP) adjustments were given in an effort to reduce compression at the lower end of the pay range.

Although the TIP adjustments helped, the limited funding did not resolve the compression issue. The adjustments were not enough to bring each non-probationary employee's pay to at least 5% above the minimum of the pay grade. Therefore, a new employee can receive his/her initial probationary pay increase, and the salary rate will exceed the rate of many incumbent, non-probationary employees. As we hire new employees, this situation will continue to worsen the compression problem until the pay rate for all the non-probationary employees is increased to at least 5% above the minimum of the pay grade. For more details, please see Attachment 2, Special Pay Adjustments Recommendations: Pay Compression, dated August 21, 2012, from Human Resources Manager Leah Futrell.

The proposal recommends that each non-probationary employee receive an increase to the 5% above minimum rate. This move is the most effective method of relieving a clear pay inequity for those at the lowest end of the pay ranges, and it is as much as the current budget can afford. The projected fiscal year cost in the General Fund for 2012-2013 is \$61,181 and in all other funds is \$7,089 (total cost \$68,270).

It is important to note that the cost for this special pay adjustment for compression affected 162 employees at a cost of \$213,995 prior to the 2.5% pay increase June 30, 2012. Because of the

Attachment 1

June increase, the cost dropped to \$68,270 and affects 124 employees. Attachment 3, FY 12/13 Compression Data shows the positions affected and the amount of the pay increases.

In future budget years, an approach should be developed and implemented to relieve the compounding effect of large numbers of employees who earn the same pay rate at the bottom of the pay grade regardless of varying lengths of service and performance levels. Of particular importance are those longer-service employees whose pay is less than 10% above the entry rate.

It is recommended that the special pay adjustments for compression purposes be effective retroactive to the pay period of June 30, 2012.

Reclassifications

Each year, as part of the regular budget process, departments submit a list of classifications (or individual positions within a classification) for evaluation and consideration of reclassification to a higher or lower pay grade or for a title change. The employee(s) completes the Job Description Questionnaire (JEM) on the duties and responsibilities of her/her position, and the supervisor completes the Job Evaluation Manual (JEM) on the minimum requirements for the position. The Department Head reviews both, and adds comments and a recommendation on the last page of the JEM. These documents are reviewed by Human Resources and the City Manager's Office. Follow-up consultation with the employee(s) and supervisors is common, sometimes requiring desk audits or other on-site observations to clarify and verify the information. Recommendations from the Human Resources staff are forwarded to Greenville Utilities Commission for comparison with similar classifications at that organization, and then sent to Waters Consulting for a final confirmation of our findings.

Several requests involve proposed departmental restructuring or reorganizations. These requests are recommended for a deferral until FY 13/14. Due to the vacancy of two key department heads and to the upcoming efficiency study, these requests may be incompatible with future needs.

The listing of classifications (or an individual position within a classification), the proposed recommendations, and the fiscal year costs are shown on Attachment 4, Proposal Reclassification Chart FY 12/13 & FY 13/14. Attachment 5, Executive Summary of Reclassification Requests FY 12/13 FY 13/14, cites the primary factors supporting the recommendations.

The projected fiscal year cost in the General Fund for 2012-2013 is \$22,483 and in all other funds is \$9,393 (total cost \$31,876).

Designated Part-Time Positions

The City of Greenville and Greenville Utilities Commission have special provisions in our Personnel Policies to identify and compensate certain part-time positions with limited benefits of regular full-time employees. These year around part-time positions must work an average of at least 20 hours weekly, but no more than 39 hours weekly, in order to meet the minimum criteria for eligibility. Once certified as eligible, the City Council must make the designation.

Attachment 1

Several eligible positions have not been included in budget proposals in the last two or three years, so these employees have not received the benefits for which they are qualified. In addition, the NC Retirement System has issued a reminder to all participating employers that any employees working 1,000 hours or more during a rolling one-year period must be enrolled in the Retirement System. Therefore, whether or not the City has the designated part-time position category, part-time employees who reach 1,000 working hours during a rolling one-year period must be enrolled immediately in the Retirement System.

Attachment 6, Recommendations for Designated Part-Time Status, is attached. We currently have thirteen positions that are recommended for approval as designated part-time:

- Recreation & Parks: 6 positions
- Police: 2 positions
- IT: 3 positions
- Financial Services: 1 position
- Transit: 1 position

The total benefits cost to the General Fund including retirement is \$48,725 for the full fiscal year. This amount also includes the employer contribution for health insurance for the two positions with 30+ hours. The balance in the \$100,000 pay adjustment pool allocation, after deducting the costs for compression and reclassifications adjustment, is \$16,335.88. It is assumed the departments' personnel budgets can absorb the extra costs through lapse money and attrition for this fiscal year. In the Transit fund, \$1,300 in benefits cost was approved in the budget for a designated part-time position and is excluded from the costs listed above. With the funding in place, Council approval for the designated part-time status of this Transit Coordinator is now requested.

Summary

A chart displaying the \$100,000 Pay Adjustment Pool Allocation is included as Attachment 7. The budget ordinance amendment to modify the Assignment of Classes to Pay Grades and Ranges (pay plan) is in Attachment 8.

Attachment 2, Special Pay Adjustments Recommendations: Pay Compression (#934675)

Attachment 3, FY 12/13 Compression Data (#937496)

Attachment 4, Proposal Reclassification Chart FY 12/13 & FY 13/14 (#937477)

Attachment 5, Executive Summary of Reclassification Requests FY 12/13 FY 13/14 (#932085)

Attachment 6, Recommendations for Designated Part-Time Status (#935050)

Attachment 7, \$100,000 Pay Adjustment Pool Allocation (#933907)

Attachment 8, Assignment of Classes to Pay Grades and Ranges (#937423)

#937422

MEMORANDUM

TO: Gerry Case, Director of Human Resources

FROM: Leah B. Futrell, Human Resources Manager

DATE: August 21, 2012

SUBJECT: Special Pay Adjustments Recommendations: Pay Compression

The 2010-2011 Classification and Compensation Study for the City of Greenville and Greenville Utilities Commission recommended new salary ranges and some adjustments to employees' pay, with the City and GUC implementing the recommendations effective at the beginning of fiscal year 2011-2012. Pay adjustments were made for employees whose salaries fell below the entry of the new pay ranges to bring their pay up to the minimum of the pay grade designated for their job. In order to minimize pay compression and spread employees' pay throughout their respective pay grade, the study recommended time in position (TIP) adjustments based upon time served in a position. Because the TIP adjustment was limited to .5% for each full year an employee had been in his or her current position and was capped at the midpoint of the range, the adjustment was not enough to bring each employee's pay to at least 5% above the minimum of the pay grade. The TIP adjustment minimized pay compression but did not solve it. Additionally, some positions experienced significant increases in their pay ranges which exacerbated pay compression.

Based on the recommendations of the Joint City-GUC Pay and Benefits Committee, the City Council approved in May 2012 a pool of \$100,000 to make special pay adjustments and to continue addressing compression issues. A portion of the pool is recommended for position reclassifications. The reclassifications requested and recommended for fiscal year 2012-2013 total \$31,876 for all funds, accounting for approximately 30% of the \$100,000 allocation.

Approximately 16% of full-time employees have current salaries that are less than 105% of the entry rate for their position. To avoid the pay rate of new hires being greater than the pay rates of incumbents, it is recommended that the pay rates of incumbents whose pay is less than 105% of the entry rate be raised to 5% above the minimum of their pay grade. The cost to address this pay compression issue totals \$68,269.76, accounting for 68% of the \$100,000 allocation.

It is important to note that although bringing incumbents' pay to 5% above the minimum of their pay grade further minimizes pay compression for the City, some pay compression will continue to exist. In some cases, new and long-tenured employees in the same position will have the same rate of pay or there will be little difference in their pay. Compression issues such as these will be identified over the next several months and resolved over time, provided available funding.

Page 2

The issue of pay compression is a long-standing one that developed gradually and will not be resolved immediately. However, following are some items to consider as practical solutions to prevent and address pay compression:

- evaluating employees' time in position and performance in relation to their pay (for employees doing the same job);
- reinstating the performance based pay system (merit program) to ensure that future movement through the pay grade is based on performance;
- monitoring merit raises, when the merit program is reinstated, to ensure that all employees have the same opportunity for pay increases and that performance is evaluated consistently across the City;
- considering focal point performance reviews to ensure consistency and budget adherence;
- conducting market analyses and recommending related pay range adjustments;
- considering equity adjustments when there are clear pay inequities (pay adjustments for incumbents so that the pay of a new hire does not exceed that of high-performing incumbents);
- developing a systematic procedure for evaluating jobs when significant changes in job responsibilities occur; and
- evaluating the feasibility of a step pay plan or skill-based pay plan where an employee, in order to qualify for advancement to the next higher step, must demonstrate work at an acceptable level of competence.

These special pay adjustments recommendations seek to appropriately align employees' salaries to their job responsibilities and alleviate significant salary compression. Please let me know if you have any questions or require additional information.

#934675

PAY COMPRESSION ISSUES (CURRENT SALARY IS LESS THAN 105% OF THE ENTRY RATE)

Multi-incumbent positions

(as of 9/26/12)

| Title | PG | Current hourly rate | 5% above minimum | Hourly Difference | Annual Difference |
|------------------------------|-----|---------------------|------------------|-------------------|---------------------|
| Parking Control Officer | 106 | 13.62 | 13.95 | 0.33 | 686.40 |
| Parks Maintenance Tech II | 107 | 14.52 | 14.66 | 0.14 | 291.20 |
| Recreation Assistant | 108 | 15.17 | 15.38 | 0.21 | 436.80 |
| Recreation Assistant | 108 | 15.17 | 15.38 | 0.21 | 436.80 |
| Recreation Assistant | 108 | 15.09 | 15.38 | 0.29 | 603.20 |
| Recreation Assistant | 108 | 15.12 | 15.38 | 0.26 | 540.80 |
| Sanitation Crew Leader I | 108 | 15.09 | 15.38 | 0.29 | 603.20 |
| Sanitation Crew Leader I | 108 | 15.09 | 15.38 | 0.29 | 603.20 |
| Sanitation Crew Leader I | 108 | 15.09 | 15.38 | 0.29 | 603.20 |
| Sanitation Crew Leader I | 108 | 15.17 | 15.38 | 0.21 | 436.80 |
| Sanitation Crew Leader I | 108 | 15.17 | 15.38 | 0.21 | 436.80 |
| Sanitation Crew Leader I | 108 | 15.24 | 15.38 | 0.14 | 291.20 |
| Sanitation Crew Leader I | 108 | 15.02 | 15.38 | 0.36 | 748.80 |
| Sanitation Crew Leader I | 108 | 15.28 | 15.38 | 0.10 | 208.00 |
| Sanitation Crew Leader I | 108 | 15.09 | 15.38 | 0.29 | 603.20 |
| Staff Support Specialist III | 108 | 15.09 | 15.38 | 0.29 | 603.20 |
| Telecommunicator | 109 | 16.08 | 16.31 | 0.23 | 478.40 |
| Telecommunicator | 109 | 16.08 | 16.31 | 0.23 | 478.40 |
| Telecommunicator | 109 | 16.08 | 16.31 | 0.23 | 478.40 |
| Telecommunicator | 109 | 16.01 | 16.31 | 0.30 | 624.00 |
| Telecommunicator | 109 | 16.08 | 16.31 | 0.23 | 478.40 |
| Telecommunicator | 109 | 16.01 | 16.31 | 0.30 | 624.00 |
| Telecommunicator | 109 | 16.08 | 16.31 | 0.23 | 478.40 |
| Traffic Control Worker | 109 | 16.08 | 16.31 | 0.23 | 478.40 |
| Administrative Assistant | 111 | 18.25 | 18.32 | 0.07 | 145.60 |
| Engineering Assistant II | 114 | 22.45 | 22.66 | 0.21 | 436.80 |
| Civil Engineer I | 116 | 26.31 | 26.43 | 0.12 | 249.60 |
| Recreation Manager | 117 | 28.14 | 28.54 | 0.40 | 832.00 |
| Recreation Manager | 117 | 28.28 | 28.54 | 0.26 | 540.80 |
| | | | | | \$ 14,456.00 |
| | | | | | |
| F/R Officer I | 310 | 12.55 | 12.78 | 0.23 | 669.76 |
| F/R Officer I | 310 | 12.54 | 12.78 | 0.24 | 698.88 |
| F/R Officer I | 310 | 12.60 | 12.78 | 0.18 | 524.16 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.60 | 12.78 | 0.18 | 524.16 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.60 | 12.78 | 0.18 | 524.16 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |

| | | | | | |
|----------------|-----|-------|-------|------|--------|
| F/R Officer I | 310 | 12.66 | 12.78 | 0.12 | 349.44 |
| F/R Officer I | 310 | 12.54 | 12.78 | 0.24 | 698.88 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.60 | 12.78 | 0.18 | 524.16 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.67 | 12.78 | 0.11 | 320.32 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.60 | 12.78 | 0.18 | 524.16 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.60 | 12.78 | 0.18 | 524.16 |
| F/R Officer I | 310 | 12.66 | 12.78 | 0.12 | 349.44 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.60 | 12.78 | 0.18 | 524.16 |
| F/R Officer I | 310 | 12.60 | 12.78 | 0.18 | 524.16 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.66 | 12.78 | 0.12 | 349.44 |
| F/R Officer I | 310 | 12.66 | 12.78 | 0.12 | 349.44 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.66 | 12.78 | 0.12 | 349.44 |
| F/R Officer I | 310 | 12.60 | 12.78 | 0.18 | 524.16 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer I | 310 | 12.47 | 12.78 | 0.31 | 902.72 |
| F/R Officer II | 320 | 15.33 | 15.35 | 0.02 | 58.24 |
| F/R Officer II | 320 | 15.33 | 15.35 | 0.02 | 58.24 |
| F/R Officer II | 320 | 15.33 | 15.35 | 0.02 | 58.24 |
| F/R Officer II | 320 | 15.33 | 15.35 | 0.02 | 58.24 |
| F/R Officer II | 320 | 15.33 | 15.35 | 0.02 | 58.24 |
| F/R Officer II | 320 | 15.33 | 15.35 | 0.02 | 58.24 |
| EMS Specialist | 330 | 16.63 | 16.95 | 0.32 | 931.84 |
| EMS Specialist | 330 | 16.91 | 16.95 | 0.04 | 116.48 |
| EMS Specialist | 330 | 16.71 | 16.95 | 0.24 | 698.88 |
| EMS Specialist | 330 | 16.63 | 16.95 | 0.32 | 931.84 |
| EMS Specialist | 330 | 16.63 | 16.95 | 0.32 | 931.84 |
| EMS Specialist | 330 | 16.90 | 16.95 | 0.05 | 145.60 |
| EMS Specialist | 330 | 16.63 | 16.95 | 0.32 | 931.84 |

| | | | | | |
|----------------|-----|-------|-------|------|---------------------|
| | | | | | \$ 37,360.96 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.14 | 20.63 | 0.49 | 1,019.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.14 | 20.63 | 0.49 | 1,019.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| Police Officer | 510 | 20.44 | 20.63 | 0.19 | 395.20 |
| | | | | | \$ 13,104.00 |
| | | | | | |
| | | | | | \$ 64,920.96 |

#933742

PAY COMPRESSION ISSUES (CURRENT SALARY IS LESS THAN 105% OF THE ENTRY RATE)

Single incumbent positions

(as of 9/26/12)

| Title | PG | Current hourly rate | 5% above minimum | Hourly Difference | Annual Difference |
|-------------------------------|-----|---------------------|------------------|-------------------|--------------------|
| Asst. Greens Supervisor | 111 | 18.25 | 18.32 | 0.07 | 145.60 |
| F/R Grounds Maint. Worker | 104 | 12.48 | 12.66 | 0.18 | 374.40 |
| Greens Supervisor | 115 | 24.37 | 24.48 | 0.11 | 228.80 |
| Property & Evidence Custodian | 112 | 19.39 | 19.60 | 0.21 | 436.80 |
| Safety Specialist | 114 | 22.35 | 22.66 | 0.31 | 644.80 |
| Sanitation Route Supervisor | 116 | 26.06 | 26.43 | 0.37 | 769.60 |
| Traffic Control Crew Leader | 111 | 18.15 | 18.32 | 0.17 | 353.60 |
| Welder | 113 | 20.79 | 20.98 | 0.19 | 395.20 |
| | | | | | |
| | | | | | \$ 3,348.80 |

#933742

PROPOSAL RECLASSIFICATION CHART FY 12/13 & FY 13/14

Last Revised 9/26/12

| Department | Current Title | Position Title Requested | Position Title Recommended | Number Positions | Pay Grade | FY 12/13 Cost | FY 13/14 Cost |
|---------------------------|---------------------------|---|---|------------------|-----------|------------------|------------------|
| Financial Serv | Collections Tech | Collections Officer | Collections Technician II-EMS | 2 | 110 | 1,664 | 1,664 |
| | Collections Tech | Collections Technician | Collections Technician I * | 1 | 108 | 0 | 0 |
| IT | Systems Analyst II | Network Analyst II | Network Analyst II * | 1 | 116 | 0 | 0 |
| Comm Devel | Senior Planner | Economic Development & Revitalization Manager | Economic Development & Revitalization Manager | 1 | 119 | 3,723 | 3,723 |
| | F/R Officer I | F/R Lieutenant | F/R Lieutenant | 4 | 340 | 16,921 | 16,575 |
| Police | PAL/Off-Duty Coord | Recreation Supv (PAL) | PAL/Off-Duty Coordinator | 1 | 111 | 4,660 | 4,660 |
| Public Works | Code Enforcement Officer | Code Enforcement Supervisor | <i>No change</i> | 1 | 110 | 0 | 0 |
| | Building Inspector | Building Inspector | <i>No change</i> | 6 | 113 | 0 | 0 |
| | Transit Driver | Lead Transit/Supv | Lead Transit Driver | 2 | 109 | 3,245 | 3,245 |
| | Streets Supervisor | Quality Control Technician | Quality Control Technician | 1 | 114 | 3,494 | 3,494 |
| | Streets Supervisor | Streets Coordinator | Streets Coordinator | 1 | 111 | (5,533) | (5,533) |
| | Concrete Technician | Sr Construction Worker | Senior Construction Worker * | 2 | 110 | 0 | 0 |
| Sanitation Superintendent | Sanitation Superintendent | Sanitation Superintendent | Sanitation Manager | 1 | 120 | 3,702 | 3,702 |
| | PW Operations Manager | PW Operations Manager | PW Operations Manager | 1 | 120 | 0 | 0 |
| Traffic Engineer | City Traffic Engineer | City Traffic Engineer | <i>No change</i> | 1 | 121 | 0 | 0 |
| SUBTOTAL | | | | 26 | | \$ 31,876 | \$ 31,530 |

Item # 7

Attachment 4

| Department | Current Title | Position Title Requested | Position Title Recommended | Number Positions | Pay Grade | FY 12/13 Cost | FY 13/14 Cost |
|------------------|-------------------------|--------------------------|----------------------------|------------------|-----------|---------------|---------------|
| Financial Serv** | Financial Serv Director | Chief Financial Officer | No change | 1 | 124 | 0 | 0 |
| TOTAL | | | | 27 | | \$ 31,876 | \$ 31,530 |

* title change only

**submitted after budget adoption

#937477

#937477

EXECUTIVE SUMMARY: RECLASSIFICATIONS FY 12/13 & FY 13/14

Financial Services

The classifications in the Collections work unit are as follows:

- Collections Clerk (PG 105) 1 position
- Collections Technician (PG 108) 2 positions
- Collections Officer (PG 111) 2 positions
- Collections Supervisor (PG 115) 1 position

The request is to reclassify one Collections Technician (EMS) position to a Collections Officer (EMS) classification on the basis that the EMS Collections Technician position performs the same duties, at the same level, as the EMS Collections Officer. An analysis was conducted based upon an evaluation of the JEMs/JDQs, a desk audit, and interviews with other staff members.

Findings: The EMS Collections Technician and Collections Officer positions in question have both changed since originally established and evaluated. The Officer level was created as the lead worker/supervisor at the advanced level in terms of handling the more complex and difficult assignments. The two EMS positions are now interchangeable, and both perform the difficult and routine aspects of the job. However, neither position has any lead or supervisory functions—which was an important factor in the rating of the Officer level.

Recommendation:

1. *Amend the classification title of the non-EMS Collections Technician to Collections Technician I (no change in PG 108)*
2. *Create a new classification of Collections Technician II-EMS (PG 110)*
3. *Reclassify the EMS Collections Technician position (PG 108) to Collections Technician II-EMS*
4. *Reclassify the EMS Collections Officer position to Collections Technician II-EMS*

Information Technology

The department shifted duties and responsibilities of several positions in April. The Systems Analyst I position in technical support was moved to applications support, and the Systems Analyst II position moved from applications to technical support. The positions were filled through internal promotions. The request is the conversion of the Systems Analyst II position (PG 116) to that of Network Analyst II (PG 116).

Findings: With the shift in work focus and assignments, the Systems Analyst II position in the technical support group best fits the criteria and job description for a Network Analyst II.

Recommendation: *Revise the Systems Analyst II position in technical support to a Network Analyst II (both in PG 116).*

Community Development

The City Council adopted economic development as one of its six strategic goals at the March 8, 2012 meeting. The personnel change to redirect existing resources to economic development was the reclassification of one of the two Senior Planners to the new classification of Economic Development and Revitalization Manager.

Findings: The Waters Consulting Group conducted an analysis of the new classification of Economic Development Manager to determine the placement in the pay structure. The consultant recommended PG 119.

Recommendation: Reclassify one Senior Planner (PG 117) to Economic Development Manager (PG 119).

Fire/Rescue

The department conducted an assessment of manpower allocations and work assignments for better efficiency and productivity. A serious concern was insufficient first line supervision in normal day-to-day activities. On average, each shift was short 1.4 fulltime equivalent officers' positions in 2010 and 2011. The request is to reclassify 4 F/R Officer I positions to the rank of F/R Lieutenant.

Findings: The absence of a company officer (vacation, sick, training, etc) required a lower level officer to temporarily step up to fill the void. As a result of this "bumping up", sometimes shifts do not have an officer to fill the first line Lieutenant positions. EMS Specialists and F/R Officer IIs frequently work out of class to serve as company officers.

Recommendation:

- 1. Reclassify 4 F/R Officer I positions to the rank of F/R Lieutenant*
- 2. Conduct a competitive promotional process to fill the new Lieutenant positions*

Police

The department has a PAL/Off-Duty Coordinator position in PG 109. Part of the workload involves scheduling and coordination of after-school programs, summer camps, and other activities throughout the year for youth. The other duties include payroll entry for off-duty police officers. The department requests that the classification be upgraded to PG 114, the same as the Recreation Supervisor.

Findings: The PAL/Off-Duty Coordinator position appears to have some expanded duties with regard to the creation and planning of activities but not to the level of that of Recreation Supervisor. In the originally submitted JDQ and JEM, the PAL duties were more related to "scheduling" of activities whereas the recently submitted JDQ and JEM detail more planning, coordination, creation, and evaluation of programs/activities duties. Examples include curriculum creation, creating games and arts and crafts activities, and coordinating with Pitt County Schools on academic and athletic projects.

Attachment 5

Additionally, the management and supervision compensable factor for the position is currently rated as occasional direction of helpers, assistants, seasonal employees, interns, or temporary employees. Per the unit captain, the position currently supervises 23 part-time staff and 2 site supervisors year-round (and full-time during the summer months) and is responsible for minor disciplinary actions, recommending major disciplinary action, recommending new hires, and evaluating personnel.

Recommendation: Reclassify the classification of PAL/Off-Duty Coordinator from PG 109 to PG 111.

Police

The department's code enforcement unit consists of 7 Code Enforcement Officers (PG 110) that are supervised by a Police Corporal. The request is to create a civilian Code Enforcement Supervisor position to serve as the senior or lead officer. The position would continue regular inspections and other day-to-day activities of the unit, but would also serve as the point person for City Council agenda items, hearings, oversight of the rehab and demolition processes, and other routine duties currently performed by the Police Corporal.

Findings: Discussions are ongoing about the organizational structure, service delivery, and supervising department for code enforcement services.

Recommendation: It is recommended that a decision be postponed until the issue is reviewed by the new City Manager and future Police Chief.

Public Works

The Waters Consulting Group evaluated the classification of Building Inspector in the compensation study and in a follow-up second review requested by the incumbents. The department requests a third review based upon the increasing complexity and responsibility of enforcing the building codes. The department states that a minimum of an associates' degree or 6-8 years of experience in a related field is required. In addition, the Inspections Division is in the process of converting to a multi-trade system which would require that all inspectors be certified in all trades.

Based on pay survey data provided by the consultants, the pay grade for Building Inspector is above the average of other cities and would not change if only the highest reported responses were used as the job rate. No critical data was provided to support the higher level of education and experience. No strategic plan with timetables has been developed and approved to convert to a multi-trade system.

Findings: Discussions are ongoing about the organizational structure, service delivery, and supervising department for inspections services. Should any changes be made that significantly modify the various job factors, a new request can be submitted.

Recommendation: No change at this time based upon current factors.

Attachment 5

Public Works

The department requests the reclassification of two Transit Driver positions (PG 108) to Lead Transit Driver/Supervisor (PG 109). The current organizational structure has the Transit Manager handling daily supervision of 14 full-time and 7 part-time employees as well as administration and grants. The proposal is to elevate a Transit Driver for each of the two shifts to Lead Transit Driver to prepare work schedules, train new drivers or route modifications, work with Fleet on maintenance issues, coordinate safety program, and other basic supervisory tasks to assist the division's Transit Manager.

Findings: The department has requested this reclassification for a number of years. With expanding routes and more employees, the need is immediate. The additional Lead Drivers, with basic supervisory support, will provide better management and operational efficiency.

Recommendation:

- 1. Reclassify 2 Transit Driver positions in PG 108 to Lead Transit Driver in PG 109*
- 2. Conduct a competitive promotional process to fill the new Lead positions*
- 3. Because the expanded duties have not yet been assigned to any of the drivers, a reclassification can be postponed if financially unfeasible at this time. However, it is recommended that serious consideration be given to this request as soon as practical.*

Public Works

The department requests a title change for Concrete Technician in the Street Maintenance Division. The position works with concrete, asphalt, and other materials and is not confined to just concrete. The title of Senior Construction Worker is proposed with no change in pay grade.

Findings: The proposed title change is appropriate for the work duties.

Recommendation: Amend the classification title of Concrete Technician to Senior Construction Worker at the same pay grade (PG 110).

Public Works

The Streets Division is in the process of restructuring the division to better align the responsibilities and the number of employees supervised by any one supervisor on a daily basis. The primary focus is on the 5 positions in the Streets Supervisor classification in PG 113. By increasing the supervisory span from 5-6 employees to 7-8 employees, two Streets Supervisor positions can be realigned to better serve the division.

One position will become more of a Quality Control Technician, a very technical responsibility overseeing compliance with NCDOT standards in inspections and maintenance, testing materials used and interpreting the results, and providing classroom and field training. The technical knowledge and skills approximate that of an Engineering Assistant II; therefore, PG 114 is recommended.

Attachment 5

The second Streets Supervisor will be converted to a Streets Coordinator, with 70% of the job in administration support tasks such as work order system, maintaining account expenditures, ordering supplies, assisting with contract compliance and payment, and similar clerical accounting tasks. Field work (driving and manual labor) is estimated to consume 20% of the job, and the remaining 10% is for training activities—including CDL. The job rating is a PG 111, similar to that of an Administrative Assistant and Accounting Technician II.

Findings: The proposed reorganization restructures two positions and addresses gaps in necessary functions and services of the division.

Recommendation: Reclassify one Streets Supervisor position to Quality Control Technician at PG 114; reclassify one Streets Supervisor position to Streets Coordinator at PG 111.

Public Works

The department has reorganized the Sanitation Division to better align responsibilities. As a result of the reorganization, the Sanitation Superintendent classification reports directly to the Director of Public Works instead of the Public Works Operations Manager. The change in reporting relationship requires the Sanitation Superintendent to manage the Sanitation Division's day-to-day responsibilities and special projects with little oversight, requesting assistance from the Director only when necessary.

Findings: The reorganization addresses gaps in necessary functions and services of the division. A review of the job evaluation ratings for the Sanitation Superintendent classification indicates that higher levels of freedom to act and fiscal responsibility are required for this position as a result of the reorganization.

Recommendation: Reclassify the classification of Sanitation Superintendent from PG 119 to PG 120 and change title to Sanitation Manager.

Public Works

With the Sanitation Superintendent classification no longer reporting to the Public Works Operations Manager, approximately one-third of the responsibilities of the Public Works Operations Manager classification have been removed (the responsibilities related to operations of the Sanitation Division). Although some new duties have been added to the Public Works Operations Manager classification, the new duties are not equivalent in terms of the levels of skills and responsibilities as those removed. Therefore, the experience needed for entry into the Public Works Operations Manager classification is lower, resulting in a lowered grade assignment.

Findings: The experience needed for entry into the Public Works Operations Manager classification should be adjusted given the changes in skill sets and responsibilities.

Recommendation: Reclassify the classification of Public Works Operations Manager from PG 121 to PG 120.

Public Works

The Traffic Engineer classification is a division head position that previously reported directly to the City Engineer. Currently, the position reports directly to the Director of Public Works. A request was made to re-evaluate the classification due to the change in reporting relationship and additional responsibilities.

Findings: Most of the significant duties and responsibilities emphasized were already evaluated and ranked in the original compensation study. For a few other changes referenced by the incumbent, we are unable to determine if these changes are of a permanent nature or temporary pending the hire of a new director.

Recommendation: It is recommended that a decision be postponed until the issue is reviewed by the new City Manager and future Director of Public Works.

Financial Services

The Director of Financial Services classification is a department head position that reports to the Assistant City Manager. During the Waters Consulting pay study, a request was considered to reclassify this classification to Chief Financial Officer, from PG 124 to PG 125. The request was not recommended, and a request for a second review from the incumbent was not submitted. A special request was submitted to Interim Assistant City Manager Chris Padgett at the conclusion of the FY 2012-2013 budget. The request was referred to Waters Consulting for a second analysis and review.

Findings: The consultant analyzed the three classifications of the City's Director of Financial Services, GUC's Chief Financial Officer, and GUC's Financial Services and Accounting Director. The conclusion is that the City's Director of Financial Services is properly assigned to PG 124 based upon a clear distinction in the duties and responsibilities, in the roles each play in their respective organizations, and in the market data (both salaries and titles).

Recommendation: No change at this time based upon current factors.

#932085

Positions recommended for designated part-time status
(effective 7/1/12)

| Position title (location) | Department | # positions | Comments | Recommended status | Annual Cost Difference (from regular part-time to designated part-time status) |
|--------------------------------------|--------------------|-------------|---|--------------------|--|
| Collections Clerk | Financial Services | 1 | works 4 hours/day, M-F (20 hrs./week) | 1/2 time | \$ 3,422.00 |
| Help Desk Technician* | IT | 3 | works approximately 20-25 hrs./week | 1/2 time | \$ 8,436.00 |
| PAL Supervisor | Police | 2 | works 4 hours/day, M-F (20 hrs./week); FT hrs in summer | 1/2 time | \$ 6,406.00 |
| Transit Coordinator** | Public Works | 1 | works approx. 30 hours/week | 3/4 time | \$ 1,300.00 |
| Receptionist (GAFC) | Rec. & Parks | 1 | works approx. 30 hours/week | 3/4 time | \$ 9,108.00 |
| Pool Manager (GAFC) | Rec. & Parks | 1 | works approx. 30 hours/week | 3/4 time | \$ 9,580.80 |
| Specialized Recreation Asst. | Rec. & Parks | 1 | works approx. 25 hours/week | 1/2 time | \$ 3,455.00 |
| Tennis Instructor/Facility Attendant | Rec. & Parks | 1 | works approximately 20-25 hrs./week | 1/2 time | \$ 2,812.00 |
| Facility Attendant (Eppes) | Rec. & Parks | 1 | works approximately 20-25 hrs./week | 1/2 time | \$ 2,693.00 |
| Custodian (Eppes) | Rec. & Parks | 1 | works approximately 25 hrs./week | 1/2 time | \$ 2,812.00 |
| Totals | | 13 | | | \$ 50,024.80 |

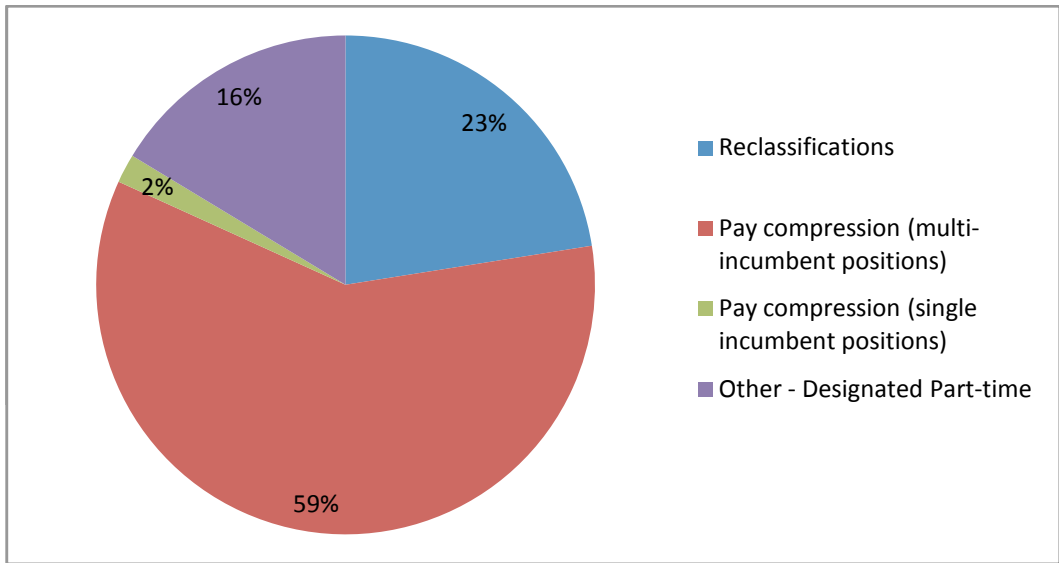
*current title: IT Support Team Intern

**cost included in approved Transit Fund FY 2012-2013

#935050

FY 12/13
\$100,000 Special Pay Adjustment Pool Allocation in General Fund

| Allocation | Amount | % |
|--|----------------------|-------------|
| Reclassifications | \$ 22,483.00 | 23% |
| Pay compression (multi-incumbent positions) | \$ 59,297.68 | 59% |
| Pay compression (single incumbent positions) | \$ 1,883.44 | 2% |
| Other - Designated Part-time | \$ 16,335.88 | 16% |
| Total | \$ 100,000.00 | 100% |



Note:
Cost to bring employees' rate to 5% above minimum prior to 2.5% increase effective 6/30/12 totaled \$213,994.56 (multi-incumbent and single incumbent positions) for 162 employees

#933907

Attachment 8

ORDINANCE NO.
AN ORDINANCE AMENDING THE CITY OF GREENVILLE
ASSIGNMENT OF CLASSES TO SALARY GRADES AND RANGES

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

Section 1. The City of Greenville “Assignment of Classes to Salary Grades and Ranges” is amended by adding the following classification titles:

| <u>Classification Title</u> | <u>Grade</u> |
|---|--------------|
| Collections Technician I | 108 |
| Lead Transit Driver | 109 |
| Collections Technician II-EMS | 110 |
| Streets Coordinator | 111 |
| PAL/Off-Duty Coordinator | 111 |
| Quality Control Technician | 114 |
| Network Analyst II | 116 |
| Economic Development and Revitalization Manager | 119 |
| Sanitation Manager | 120 |
| Public Works Operations Manager | 120 |

The “Assignment of Classes to Salary Grades and Ranges” is amended by deleting the following classification titles:

| <u>Classification Title</u> | <u>Grade</u> |
|---------------------------------|--------------|
| Collections Technician | 108 |
| PAL/Off-Duty Coordinator | 109 |
| Sanitation Superintendent | 119 |
| Public Works Operations Manager | 121 |

The “Assignment of Classes to Salary Grades and Ranges” is amended by revising the following classification titles:

| <u>Existing Position Title</u> | <u>New Position Title</u> |
|--------------------------------|----------------------------|
| Concrete Technician | Senior Construction Worker |

Section 2. All inconsistent provisions of former resolutions, ordinances, or policies are hereby appealed.

Attachment 8

Section 3. This resolution shall be effective June 30, 2012.

ADOPTED this the 8th day of October, 2012.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

937423



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

Title of Item: Resolution amending the City of Greenville Personnel Policies for Pay of Reclassified Employee/Pay for Employee Affected by Reorganization or Restructuring

Explanation: **Abstract**
This is a proposed amendment to the City of Greenville Personnel Policy regarding Pay of Reclassified Employee/Pay for Employee Affected by Reorganization or Restructuring. This item was considered at the September 10, 2012, City Council meeting and continued to October.

The proposed amendment changes the pay provision of the existing policy in Article III, Section 10.0 of the City of Greenville Personnel Policies. The current policy does not provide the City Manager with the authority to grant a pay increase to employees whose positions move to a higher pay grade classification. City Council Members will recall that this issue was presented to Council for consideration following Council's decision to expand the Community Development Department Urban Planning Division's focus to include economic development as a core division function of the newly created Office of Economic Development and Revitalization at the January 12, 2012, City Council meeting.

The proposed amendment allows for up to a 5% salary increase for those employees moving to a higher classification and resets the performance evaluation review date to one year from the date of the reclassification. If the employee's position is reclassified to the same or a lower pay grade, no salary change occurs.

This pay practice was recommended by the Waters Consulting Group in 2011, and the former Interim City Manager recommended the policy change during this year's budget process. This amendment is considered by the Human Resources Department and City Manager's Office as an equitable approach in dealing with reclassified positions. The amendment involves the revision of Section 10.0 in Article III of the Personnel Policies to authorize a salary increase for reclassifications when the stipulated conditions exist.

Fiscal Note: No immediate costs to the City.

Recommendation: Adopt the attached resolution amending the City of Greenville Personnel Policies retroactive to June 30, 2012.

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

Attachments / click to download

 [Resolution amending Personnel Policies re reclassification 935414](#)

RESOLUTION NO.
A RESOLUTION AMENDING THE CITY OF GREENVILLE
PERSONNEL POLICIES

THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA, RESOLVES:

Section 1. The City of Greenville Personnel Policies is hereby amended by deleting in its entirety Article III, Section 10.0 Pay of Reclassified Employee/Pay for Employee Affected by Reorganization or Restructuring, and substituting the following Section 10.0 in lieu thereof:

Section 10.0 Pay of Reclassified Employee/Pay for Employee Affected by Reorganization or Restructuring. The salary and annual performance review date of an employee whose position is reclassified to a lower or lateral classification shall not be affected by the change. The employee whose position is reclassified to a higher pay grade will receive up to a 5% salary increase or be increased to the minimum of the new pay grade, whichever is higher. The annual performance review date will be changed to one year from the date of the reclassification. However, if the employee's current pay rate is below the minimum of the new pay grade, the employee's pay rate will be increased to the new minimum, a performance review will be conducted at the end of six months, and the employee will be eligible for a salary increase of an amount not to exceed 5%. If an employee's current pay rate is above the maximum of the new pay grade, the pay shall remain unchanged until the rate falls within the established range.

A reclassification occurs as a result of a review of job content and is based upon job duties and labor market salary information rather than individual performance. A reorganization or job restructuring occurs in response to organizational, operational, and/or technological needs. In both situations, an entire class of positions or only one or more individual positions within a class may be affected.

Section 2. All inconsistent provisions of former resolutions, ordinances, or policies are hereby repealed.

Section 3. This resolution shall be effective June 30, 2012.

ADOPTED this the 11th day of October, 2012.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

Title of Item: Report on standards for internet sweepstakes businesses

Explanation: **Abstract:** The number of internet sweepstakes businesses operating within the City's jurisdiction has increased significantly in recent years. Recognizing that the City's zoning ordinance lacks specific standards to provide for the appropriate location of these facilities, City Council adopted a moratorium on the establishment of new facilities to allow the City the opportunity to develop and adopt such standards. This report includes potential standards developed by staff. City Council will consider initiating a Zoning Ordinance text amendment, which is the first step in a process that will lead to the adoption of standards.

Background

At the June 11, 2012, meeting, City Council voted to direct staff to develop a report on the City's standards for internet sweepstakes businesses. This request was initiated by Council Member Smith, who stated that she was interested in refining the standards to ensure appropriate separation from residential areas. This item was continued by City Council on August 9, 2012, to the September City Council agenda.

Staff presented the report to City Council at the September 10, 2012, City Council meeting. The report presented potential standards that included separation requirements from existing internet sweepstakes businesses, single-family residential districts and uses, and schools. City Council directed staff to revise the draft to include additional separation requirements including multi-family developments, churches and playgrounds, among other suggestions.

Staff has revised the proposed standards report based on City Council feedback and direction. The report includes sections addressing the following:

- Description of Internet Sweepstakes Businesses;
- Legal Authority for Local Land Use Regulation;
- Background and Summary of Existing Standards;
- Identification of Existing and Approved Internet Sweepstakes Businesses;

- Survey of Other Communities;
- Potential Standards; and
- Analysis of Potential Standards.

For ease of reference, revisions and updates to the report are highlighted.

Fiscal Note: No fiscal impact anticipated with this action.

Recommendation: Accept report provided by staff and consider initiating a Zoning Ordinance text amendment defining and creating standards for internet sweepstakes businesses.

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

Attachments / click to download

 [Report on Standards for Internet Sweepstakes Businesses 931958](#)

Report on Standards for Internet Sweepstakes Businesses

Contents:

- Section I. City Council Directive – Page 1
- Section II. Description of Internet Sweepstakes Businesses – Page 1
- Section III. Legal Authority for Local Land Use Regulation – Page 4
- Section IV. Background and Summary of Existing Standards – Page 5
- Section V. Identification of Existing and Approved Internet Sweepstakes
Businesses – Page 6
- Section VI. Survey of Other Communities – Page 8
- Section VII. Potential Standards – Page 10
- Section VIII. Analysis of Potential Standards – Page 11



**Report Developed by the City of Greenville
Community Development Department - Planning Division
Originally Created July 20, 2012
Updated August 24, 2012 and September 21, 2012**

SECTION I – City Council Directive

City Council voted to direct staff to develop a report on the City's standards for internet sweepstakes businesses at their June 11, 2012, meeting. This request was initiated by Council Member Smith, who stated that she was interested in refining the standards to ensure appropriate separation from residential areas. Council Member Joyner added that the City of Rocky Mount had developed standards to address these land uses and that staff should review these standards as part of the proposed report. Council Member Mitchell stated that he had never visited this type of business and was not familiar with how they operate. As such, he requested that the report include a general description of how these establishments operate.

Staff presented the report to City Council at their September 10, 2012, meeting. The report presented included potential standards that included separation requirements from existing internet sweepstakes businesses, single family districts and uses, and schools. City Council directed staff to revise the draft to include additional separation requirements including multi-family developments, churches and playgrounds, among other suggestions.

SECTION II – Description of Internet Sweepstakes Businesses

Planning Division staff visited five of the 15 local internet sweepstakes businesses in an effort to better understand how they operate. The following facility descriptions are based upon information provided by business employees and staff's observations during the site visits.

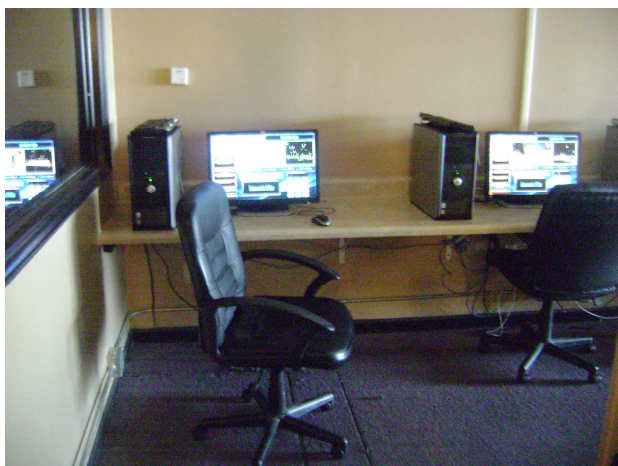
Internet sweepstakes operations contain computer/gaming terminals where customers pay for internet time. While regular internet service and some limited programs are generally available on these terminals, most use them to play a sweepstakes (estimated between 70% - 90%). Sweepstakes come in the form of traditional "Las Vegas style" gambling games, but winning is not based on random chance or skill, it is based on predetermined odds.

When customers enter these facilities, they have to see an attendant located behind a counter or in a booth. They pay the attendant for "internet time", with a typical rate being \$.20 per minute. The attendant gives the customer a log-in number, and the customer chooses which terminal to use and logs in. At this point the customer can begin playing the sweepstakes games or using the

terminal for other purposes. If a customer wins, they can receive their cash prize from the attendant. At least one establishment allowed cash pay-outs up to \$600 at one time.

Other characteristics of these facilities include:

- Most offer refreshments (water, soft drinks, coffee, chips, candy, etc.). Some of these refreshments are complimentary as long as you are “playing”, while others are sold.
- Some are open 24 hours a day, while others do close in the early morning hours (i.e. closed between 2:00 a.m. and 9:00 a.m.).
- Some limit entrance to those 18 years of age or older. Others allow minors, but prohibit them from playing sweepstakes games.
- All of the facilities visited provided smoking and non-smoking areas. Several provided a small area designated non-smoking, while the vast majority of the facility allowed smoking.
- Many offer ancillary office services such as access to fax machines, copiers, and ATM’s. Some also have limited inventories of basic office supplies available for sale.
- Based upon police records, these establishments generate few calls for service.



Example of Terminal



Lounge Area within Establishment



Example of Layout

| Services we offer: | |
|---|---|
| ❖ Full Internet Access | ❖ Internet Phone Use (select locations) |
| ❖ Google docs (similar to Microsoft Word & Excel) | ❖ E-mail |
| ❖ On-line Fun Games | ❖ IIT Home Dial-up Internet |

| Pricing | |
|--|--------------------------|
| ❖ Prepaid Internet & Computer usage | \$ 0.20 / min |
| ❖ Printing | \$ 0.08 / page |
| ❖ Copying | \$ 0.08 / page |
| ❖ Faxing | \$ 1.00 / page |
| ❖ IIT Home Dial-Up Internet | \$5.00 unlimited 1 month |
| (Must ask attendant for installation CD) | |

Example of Services / Pricing

SECTION III – Legal Authority for Local Land Use Regulationⁱ

Gaming machines have a colorful and largely illegal history in North Carolina. Most forms of gambling have been illegal since the Depression era. In the 1990's, the question arose as to whether video game technology could be adapted to avoid the criminal ban. Initial video gaming restrictions were created by S.L. 2000-151. That law was enacted after South Carolina outlawed video poker gambling, prompting concern by North Carolina officials that this might result in an influx of video gaming machines in North Carolina. In 2001, the General Assembly adopted G.S. 14-306.1 which banned all video gaming machines except those lawfully in operation within the state at that time. This State law provided restrictions on the location, age of players, hours of operation, and advertisement.

In 2006, the General Assembly shifted from regulation to an attempt to ban video gambling. S.L. 2006-6 repealed the limits on video poker and banned them effective July 1, 2007. The industry responded to the ban with a shift from video poker machines to video sweepstakes machines. As a result, the General Assembly expanded the prohibition in 2010 (S.L. 2010-103) to include video sweepstakes and similar devices. The ban includes any use of electronic machines for real or simulated video poker, bingo, craps, keno, lotto, pot-of-gold, eight liner, and similar video games.

This 2010 law is the subject of a recent North Carolina court opinion. On March 6, 2012, the State Court of Appeals held that the ban was unconstitutional in *Hest Technologies, Inc. v. North Carolina* and *Sandhill Amusements v. North Carolina*. More specifically, the court held that the restriction on displaying sweepstakes results through an “entertaining display” was an overly broad restriction of free speech. Further appeals of the case have been filed, but the result is that internet sweepstakes businesses are currently legal in North Carolina.

It should be noted that the State law that was invalidated only addresses a narrow issue and does not preclude local land use regulation. G.S. 160A-381 grants to cities zoning authority. This authority authorizes cities to regulate and restrict the location and use of buildings, structures, and land for trade, industry, residence, or other purposes. This authority may be exercised in connection with internet sweepstakes businesses.

SECTION IV – Background and Summary of Existing Standards

Internet sweepstakes businesses were first established in Greenville in 2008. These first establishments presented themselves as “business centers” because they offered computers with internet access, fax machines and similar business support services. These facilities were originally classified as “Miscellaneous Retail” which is permitted by right in six commercial zoning districts (MCH, MCG, CH, CG, CDF and CD).

In the fall of 2011, after developing a better understanding of what these businesses were and how they operate, it was determined that they should be classified as “Game Centers”. Game Centers are permitted in fewer commercial districts and require a special use permit from the Board of Adjustment; thus, this change in classification yielded greater restrictions. Since that change in classification, the City has received six special use permit applications related to these land uses. Four of these applications were approved, one was denied and the other was withdrawn.

The standards applicable to “Game Centers” are as follows:

Definition.

Any establishment that has more than five coin/token operated or other amusement devices or whose principal purpose is the operation of a “game center” regardless of the total number of amusement devices. For purposes of this definition, the term “amusement devices” shall include electronic games and similar machines, and any other game table or device. Bingo parlors shall be considered as “game centers” regardless of the number of participants. See also definition of billiard parlor; pool room.

Table of Uses

Game Centers are permitted with a special use permit in the following zoning districts:

- CH (Heavy Commercial)
- CG (General Commercial)
- CDF (Downtown Commercial Fringe)
- CD (Downtown Commercial)

Parking Requirements

The parking requirement for Game Centers is one space per 200 square feet of activity area. This is the standard for Indoor Commercial Recreation.

There are no additional standards specifically developed for, or applicable to, these facilities.

SECTION V. Identification of Existing and Approved
Internet Sweepstakes Businesses

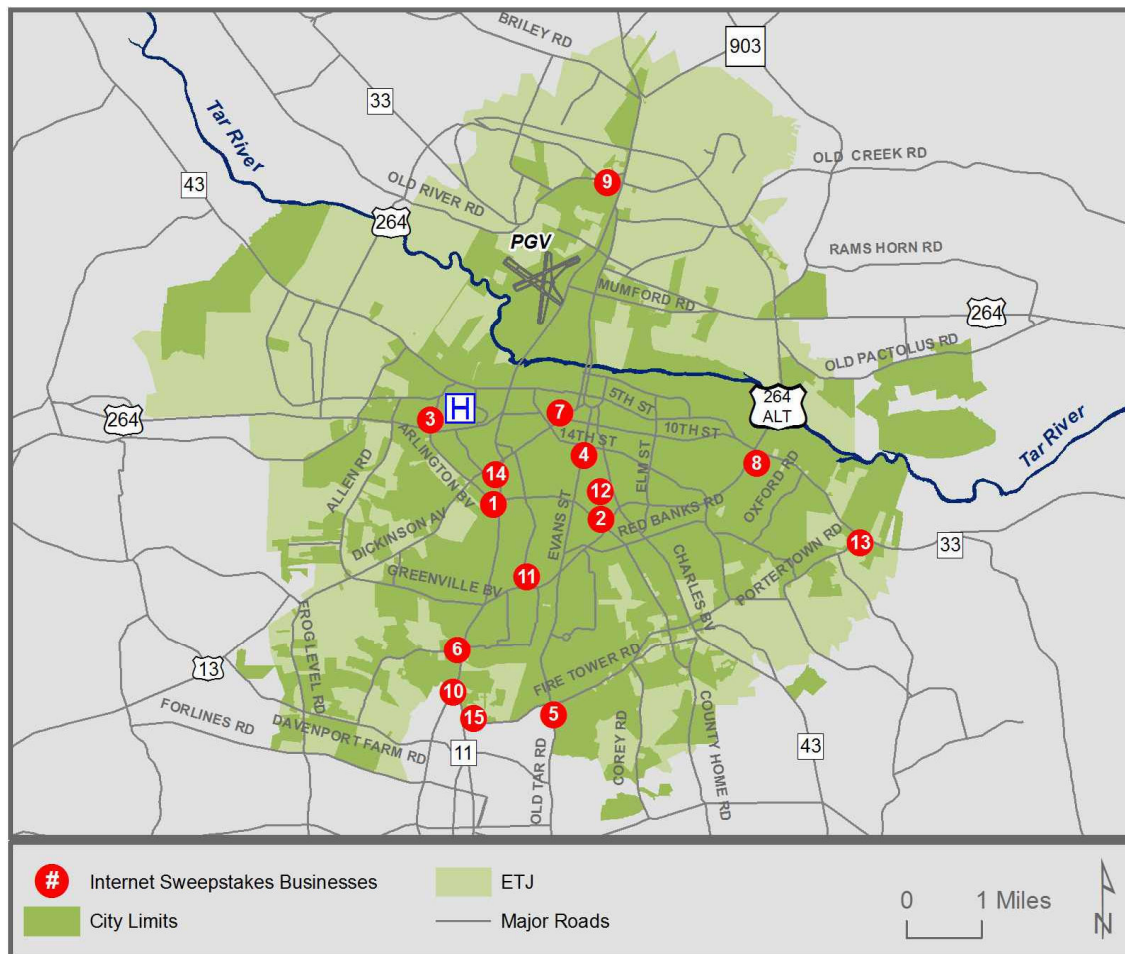
Table 1, below, identifies all of the internet sweepstakes businesses operating within the City's planning and zoning jurisdiction, or approved to do so, as of August 23, 2012. The Map I.D. Number provided for each establishment corresponds to the establishment's location on the Map 1 that follows.

**Table 1: Inventory of Internet Sweepstakes Businesses Located
Within the City of Greenville**

| Map I.D. Number | Name | Address | Parcel Number | Zoning | Type |
|-----------------|-----------------------------------|--------------------------------------|---------------|--------|---------------------------|
| 1 | Express of NC | 1311 W. Arlington Blvd., Ste. 102 | 14287 | CH | Existing Nonconforming |
| 2 | Emerald City Business Center | 703 SE Greenville Blvd. | 31669 | CG | Existing Nonconforming |
| 3 | Sweepstakes Internet Cafe | 2462 Stantonsburg Road | 32243 | MCG | Existing Nonconforming |
| 4 | H&L Enterprises, Inc. | 1501-B Evans Street | 17909 | CH | Existing Nonconforming |
| 5 | Carolina Cyber Center | 4125-D Old Tar Road | 31595 | CG | Existing Nonconforming |
| 6 | Black Beards Treasure | 3700 S. Memorial Drive | 06399 | CG | Existing Nonconforming |
| 7 | RLC Business Center | 1012-B Dickinson Ave. | 07586 | CDF | Existing Nonconforming |
| 8 | Purple and Gold Sweepstakes | 3140-G Moseley Drive | 41837 | CG | Existing Nonconforming |
| 9 | Emerald City Business Services II | 250-E Easy Street | 60440 | CH | Existing Nonconforming |
| 10 | Pirate's Loot | 4052-B S. Memorial Drive | 62278 | CG | Special Use Permit |
| 11 | Sweepstakes & GVL Business Center | 240-B SW Greenville Blvd. | 63737 | CG | Special Use Permit |

| Map I.D. Number | Name | Address | Parcel Number | Zoning | Type |
|-----------------|--|-----------------------------------|---------------|--------|--------------------|
| 12 | Stephen Kozikowski (Unnamed) | 703-D SE Greenville Blvd. | 32694 | CG | Special Use Permit |
| 13 | Cory Scott (Unnamed) | 4320-J E. Tenth Street | 60442 | CG | Special Use Permit |
| 14 | Tim Hogge and Duke Davenport (Unnamed) | 2400 S. Memorial Drive, Unit 14 | 70163 | CG | Special Use Permit |
| 15 | H&L Enterprises, Inc. | 740 W. Fire Tower Road, Suite 115 | 80764 | CG | Special Use Permit |

Map 1: Location of Internet Sweepstakes Businesses



SECTION VI – Survey of Other Communities

Staff contacted numerous other communities to obtain information regarding how they classify and regulate internet sweepstakes businesses. Table 2, below, summarizes the findings of these inquiries.

**Table 2: Survey Results - Internet Sweepstakes Business Standards
From Other Communities**

| City | Land Use Category | Permitted Zoning Districts | Permitted By Right or SUP/CUP | Separation Standards | Special Standards |
|-------------|-------------------------------------|---|--------------------------------------|--|--------------------------|
| Asheville | Electronic Gaming Operation | Commercial Districts | By Right | None | None |
| Concord | Electronic Gaming Operation | General Commercial only | By right | 1650' from other gaming centers, 500' from residential, 1000' from gateway corridors, daycares, schools. | None |
| Durham | Retail | Industrial, Light and Heavy Commercial, Downtown | By right | None | None |
| Gastonia | Electronic Gaming Operation | Heavy Commercial only | By right | 1000' from other gaming centers. 500' from residential, parks, churches, schools, historic districts, day cares, libraries. | None |
| Goldsboro | Place of entertainment having games | Industrial, Commercial: similar to retail uses. Not permitted | CUP | 200' from: Residential, church, school, other gaming centers. | None |

| City | Land Use Category | Permitted Zoning Districts | Permitted By Right or SUP/CUP | Separation Standards | Special Standards |
|-------------|-----------------------------------|--|-------------------------------|--|---|
| | | downtown. | | | |
| Greenville | Game Centers | All commercial districts except Neighborhood Commercial. | SUP | None | None |
| High Point | Use Bingo classification | Commercial | By right | None | None |
| Mooreville | Electronic gaming establishments. | Commercial/ mixed use/ neighborhood commercial | By right | 1,600 feet from any residential use. | No more than 5 machines per establishment. Restrict hours of operation to between 9:00 am and 6:00 pm. |
| Monroe | Electronic gaming establishments. | General business/ commercial only. | By right, principal use only. | 400' from: residential, churches, schools, other gaming centers. | None |
| Rocky Mount | Internet Cafe | Commercial only | By right | 500' from: residential, church, school, other gaming centers. | Not permitted in locally designated Historic District. Not more than one facility per building. |

SECTION VII – Potential Standards

It is the intent of these standards is to establish reasonable regulations to protect the health, safety and general welfare of the public by preventing the concentration of internet sweepstakes businesses within the City’s planning and zoning jurisdiction; by providing a separation between said land uses and other specified land uses; and by providing operational requirements that will ensure compatibility with adjacent and nearby land uses.

Potential standards include the following:

1. Create and define a new land use titled Internet Sweepstakes Business as follows:

Internet Sweepstakes Business. Any business enterprise, whether as a principal or an accessory use, where persons utilize electronic machines, including but not limited to computers and gaming terminals, to conduct games, including but not limited to sweepstakes and video poker, and where cash, merchandise or other items of value are redeemed or otherwise distributed, whether or not the value of such distribution is determined by electronic games played or by predetermined odds. This use does not include any lottery approved by the State of North Carolina.

2. Allow internet sweepstakes businesses, subject to the issuance of a Special Use Permit, within the Heavy Commercial (CH) and General Commercial (CG) zoning districts.

3. Specific Criteria.

- ¼ mile separation of a proposed internet sweepstakes business from an existing or approved internet sweepstakes business;
- 500-foot separation of a proposed internet sweepstakes business from (i) a conforming use single-family dwelling located in any district, (ii) any single-family residential zoning district;
- Not permitted within any certified redevelopment area (i.e. West Greenville, Center City and 45-Block redevelopment areas);
- Use shall be conducted within a completely enclosed building, and no outside congregation of customers is permitted for any purpose;
- 500-foot separation of a proposed internet sweepstakes business from an existing or approved school, church, park, or multi-family use;

4. Parking Requirement.

One parking space per computer / gaming terminal plus one parking space per employee on largest shift.

5. Other Standards that May be Considered:

A. Limitations on hours of operation.

B. Limitation on the number of computer / gaming terminals.

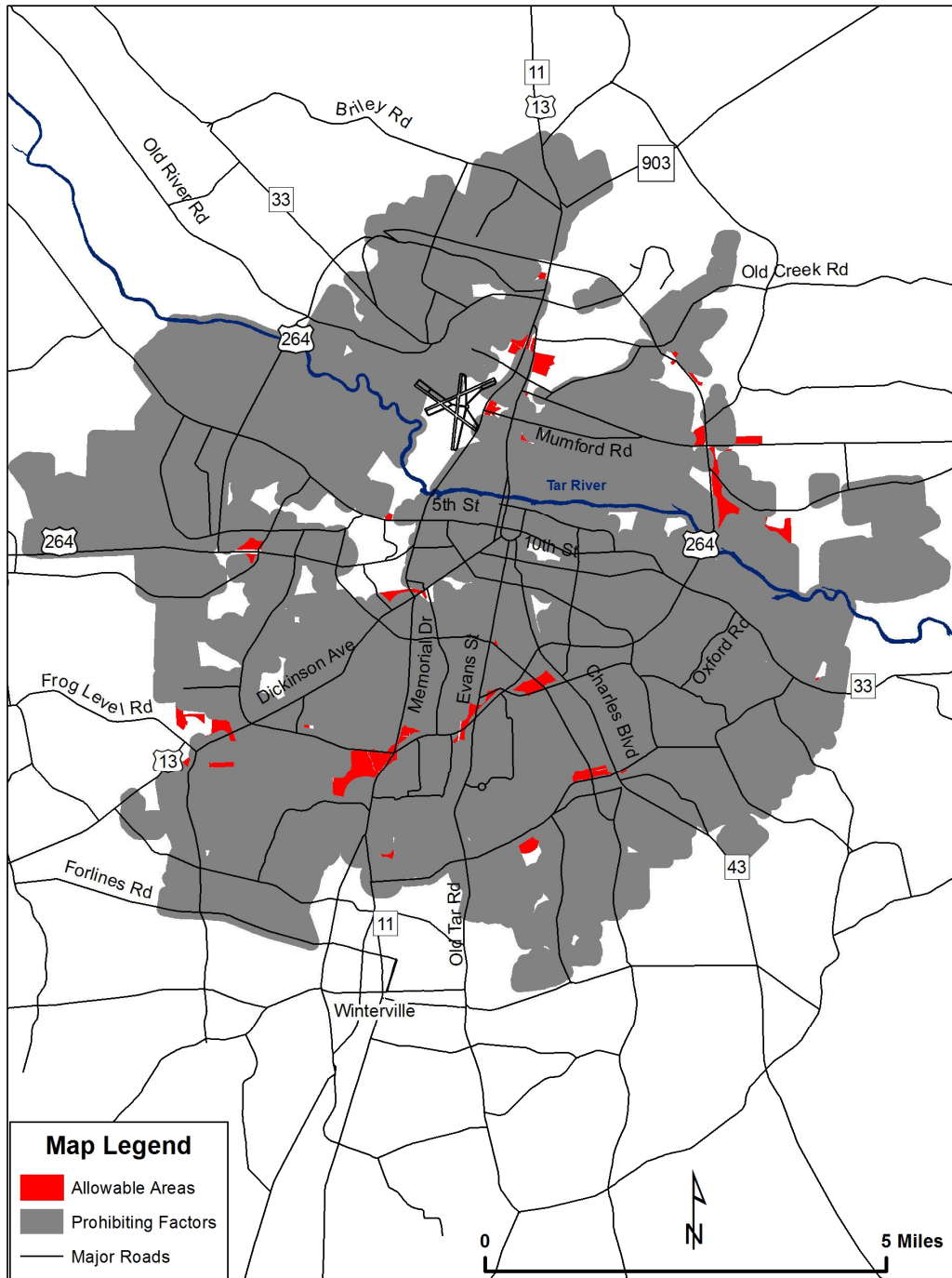
It should be noted that one of the potential standards requested by a member of City Council was to prohibit minors from patronizing internet sweepstakes businesses. There are Court decisions on both the federal and the state level which have determined that video games and internet sweepstakes displays are a form of speech which have First Amendment constitutional protection. This means that a complete prohibition would not be legally permissible. With that said, there is the possibility of a time, place and manner restriction provided that there is a rational relationship to promoting the safety and general welfare of the community. The City's Youth Protection ordinance addresses this issue by establishing a curfew for minors (under the age of 16) so that they cannot be in a public place (including business establishments) during curfew hours (12:01 a.m. to 6:00 a.m. on Friday and Saturday and 11:00 p.m. until 6 a.m. on other days).

SECTION VIII – Analysis of Potential Standards

An analysis of the potential standards prescribed in Section VII, subsections 2 and 3, of this report results in:

587 acres (1.4%) of the property located within the City's planning and zoning jurisdiction would be available for the establishment of a new internet sweepstakes business. Map 2, below, depicts the locations of these acceptable areas. These areas are primarily located along the community's primary corridors (Greenville Boulevard / HWY 264, Memorial Drive / NC 11, Fire Tower Road and Dickinson Avenue).

**Map 2: Acceptable Locations for Internet Sweepstakes Businesses
Based on Potential Standards (see Section VII)**



ⁱ Owens, D. (2012, April 17). *Land Use Regulation of Internet Sweepstakes Cafes*.

Retrieved from NC Local Government Law Blog: <http://canons.sog.unc.edu/?p=6577>



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

Title of Item: Presentation on tree preservation recommendations

Explanation: **Abstract:** At the November 2010 meeting, the City Council directed staff to evaluate the City's current tree preservation policies with input from stakeholders and prepare a report to bring back to City Council. The report to City Council will seek input and further direction on the Tree Preservation Discussion Group recommendations that include additional tree preservation education, additional incentives for preserving trees during development, improving protection of preserved trees during construction, and reforestation.

Explanation: City Council directed staff at their November 2010 City Council meeting to bring back a report to City Council regarding tree preservation in the City of Greenville. The report was to include the following components:

- Input from the local development community, the Environmental Advisory Commission (EAC), the Community Appearance Commission (CAC), ReLeaf of Greenville, and any other organization of stakeholders that staff deems appropriate regarding tree preservation within the city;
- A list of recommendations regarding the City of Greenville's tree preservation policies;
- A list of stakeholder suggestions not included in the presented recommendations covered by the report (list attached).

As a result of this direction, staff formed a stakeholder discussion group. This group included a representative from the EAC, CAC, Sierra Club, ReLeaf of Greenville, residential developers, commercial developers, Home Builders Association, and the engineering community. This discussion group had a total of seven (7) meetings beginning in March 2011 and ending in February 2012 with approval of the proposed recommendations to improve tree preservation in the City of Greenville.

Additionally, a public forum was held in January 2012 and a public information meeting was held in May 2012 to gain input from our citizens. The recommendations

have been presented to CAC, EAC, ReLeaf of Greenville Board of Directors, Neighborhood Advisory Board, and Greenville Planning and Zoning Commission. The recommendations have been e-mailed to all local engineering firms, the Home Builders Association, and local developers for comments. The CAC, EAC, ReLeaf of Greenville, and Sierra Club have all expressed support during their recent respective meetings. A resolution in support of these recommendations from the CAC is attached.

The Tree Preservation Discussion Group has developed, through listening to input of stakeholders and citizens and group discussions, a list of proposed recommendations. The attached report contains detailed descriptions of each recommendation listed below:

Educational Recommendations:

E-1- Hold educational seminars for developers, landscape companies, architects, engineers, and the general public. The additional cost associated with this recommendation is estimated at \$2,000 per year.

E-2- Develop educational brochures for developers, landscapers, engineers, architects, and the general public. The total additional cost associated with this recommendation is estimated at \$1,500 per year.

E-3- Develop promotional campaign to advocate for preservation and planting of trees in the city. The total cost associated with this recommendation is estimated at \$5,000.

E-4 – Place a tree preservation and planting educational insert in the Greenville Utilities bill on a once per year basis. The total associated with this recommendation is estimated at \$2,000 per year.

Incentives Recommendations:

I-1- Increase credits on required planting of new trees within City's vegetation requirements if existing trees are preserved. No additional budgetary impact will occur as a result of this recommendation.

I-2 - Develop Tree Preservation Incentives for Residential Development. This recommendation would be considered when the City's Horizons plan is updated. No additional budgetary impact will occur as a result of this recommendation.

I-3- Develop incentives or recognitions for preserving champion, heritage, or significant trees. No additional budgetary cost is expected if this recommendation is approved.

Regulation Recommendations:

R-1- Maintain existing level of tree preservation regulation for development. No action or budgetary cost is associated with this recommendation.

R-2- Recommend review and improvement of existing tree protection standards. No budgetary cost associated with this recommendation.

R-3- Enforce existing maintenance requirements of the City's Vegetation Requirements on a complaint basis. No action or budgetary cost is associated with this recommendation.

R-4-Recommend review of vegetation plans by a staff position that has the credentials of Certified Arborist or Landscape Architect when a position becomes open in the Community Development Department.

R-5-Revisit the exemption of Uptown from vegetation requirements. No budgetary cost associated with this recommendation.

Other Recommendations:

O-1 - Recommend reforestation of some City-owned flood properties and vacant land that cannot be developed. The budgetary cost impact associated with this recommendation is an estimated one-time cost of \$140 per acre reforested. Savings by reforestation will be \$20 per acre reforested per mowing cycle with an average of six (6) mowing cycles per year. The total savings per acre per year is an estimated \$120. Therefore, the payback period is a little over one (1) year.

O-2 - Create Urban Forestry Specification and Standard Manual. This recommendation is in progress as a result of obtaining a State grant for Urban Forestry.

O-3 - City of Greenville should purchase land for forest conservation. The cost associated with this recommendation has not been determined. This recommendation could also be pursued as a program to accept donation of land for forest conservation in exchange for some type of credit.

O-4 - Develop program to obtain planting easements for trees where adequate rights-of-way do not exist. The cost associated with this recommendation has not been determined. An option is for the City to only pursue those easements that are donated.

These recommendations were the consensus of the group after the series of meetings and much discussion. City staff is supportive of these recommendations.

Fiscal Note:

The fiscal impact of the proposed tree preservation recommendations is as follows:

| <u>Recommendations</u> | <u>Total Budget Cost Per Year</u> |
|--|--|
| <u>Education Recommendations</u> | |
| <u>E-1</u> - Education Seminars on Trees and Urban Forest | \$2,000 |

| | |
|---|---|
| E-2- Educational Brochures for Developers and General Public | \$1,500 |
| E-3- Promotional Campaign | \$5,000 |
| E-4- Insert in Greenville Utilities Billing | \$2,000 |
| <u>Incentive Recommendations:</u> | |
| I-1- Increase credits | No additional budgetary cost |
| I-2- Develop incentives for residential development | No additional budgetary cost |
| I-3- Incentives for Champion, Heritage, or Significant Trees | No additional budgetary cost |
| <u>Regulation Recommendations:</u> | |
| R-1- Maintain existing level of Tree Preservation Regulation | No additional budgetary cost |
| R-2 - Improve Tree Protection Standards | No additional budgetary cost |
| R-3- Enforce existing Maintenance requirements for trees required by Vegetation Ordinance by complaint basis | No additional budgetary cost |
| R-4- Review of Vegetation Plans by Certified Arborist or Landscape Architect | To be determined |
| R-5 - Revisit exemption of Uptown from vegetation requirements | No additional budgetary cost |
| <u>Other Recommendations:</u> | |
| | Estimated cost at \$140 per acre - One time cost |
| O-1- Reforestation of some flood lots and City owned vacant lots | Savings of \$20 per acre each time the lot would have been mowed (Average six times per year = \$120 savings per year per acre) |

| | |
|--|-----------------------------------|
| O-2- Urban Forest Specification and Standard Manual | No additional cost - Grant Funded |
| O-3- City of Greenville purchase land for forest conservation | To be determined |
| O-4- Develop program for obtaining planting easements along roadways where adequate room for tree planting does not exist | To be determined |

Recommendation: Staff requests input and direction from City Council on the proposed recommendations, or any additional recommendations, for further development. Based upon City Council input, future agenda items will be developed and brought back to Council for further action.

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

Attachments / click to download

- [CAC Resolution of Support](#)
- [Tree Preservation Final 934852](#)
- [Tree Preservation Comments and Suggestions 2011 2012 934994](#)

TREE PRESERVATION DISCUSSION GROUP RECOMMENDATIONS

The Tree Preservation Discussion Group was established as a result of the City Council request that staff get input from the local development community, the Environmental Advisory Commission (EAC), Community Appearance Commission (CAC), ReLeaf of Greenville, and any other organizations of stakeholders regarding our present tree preservation policies. The Discussion Group has met seven (7) times since March of 2011 to discuss ideas and thoughts regarding tree preservation within the City of Greenville. The Discussion Group established the following objectives for their group.

1. Explore what the City can do to be cohesive among departments and processes to support the preservation of trees.
2. What incentives can be put into place to encourage tree preservation?
3. What can we do to reduce attrition of trees within the City anywhere?

Utilizing these objectives during meeting discussion, the Discussion Group has established the following proposed recommendations:

Increase Education:

Education Recommendation # 1- Hold Educational Seminars on Trees

Details: Educational Seminars or Workshops will be held each calendar year with each session focused on education in the following areas:

- **Session 1- Urban Forestry/ Vegetation Regulation education and updates for developers, landscape companies, architects, engineers, and others in project design or build industry. The session would be scheduled at night or weekend and recommendation is for the proposed workshop to last for a period of 2-4 hours every two years.**
- **Session 2- Urban Forestry Education for General Public- This session would be established during a spring or fall month each year. The session will be for a period of one to two hours session with timely interesting topics related to our Urban Forest presented.**

Fiscal Note: Estimated cost of Recommendation # 1 is \$ 2,000 per year

Education Recommendation # 2- Develop educational brochures for Developers and the General Public

Details: This proposed recommendation would be to create the following educational publications:

- **Pocket Guide for Landscapers, Engineer/Architectural firms, Developers, or Property Owners to provide information displayed in pictures and user friendly language regarding the vegetation and tree ordinances of the City of Greenville. Also provide this information on the City's website.**

- **Brochure for general citizenry to promote the importance of trees to our environment, information about proper planting and tree care, and to promote planting of trees.**
- **Develop a Standard Presentation for Tree Preservation and Planting for volunteers to present to Civic Clubs, Schools, or other groups.**

Fiscal Note: Estimated cost of Recommendation # 2 is \$ 1,500 per year

Education Recommendation # 3- Budget for Tree Preservation and Planting promotional media campaign for the City of Greenville. Additionally, venues of advertising that will be at no cost will be utilized.

Details: This would include paid advertisements in local newspapers, radio, and television. Staff would also utilize avenues such as the City website, G-TV, and other means that would not have any cost.

The promotion would provide specific information on the following:

- **The importance and benefits of Trees**
- **What trees to plant?**
- **Where to plant trees?**
- **Proper techniques for planting trees**
- **How to evaluate existing trees for insects and diseases?**
- **How to care for trees?**

Fiscal Note: Estimated cost would be \$ 5,000 per year

Education Recommendation # 4- Place a Tree Preservation and Planting educational insert in the Greenville Utilities Bill on a once per year basis.

Fiscal Note: Estimated cost would be \$ 2,000 per year

INCENTIVES:

Incentives Recommendation # 1- Increase credits for preserving trees

Details: The recommendation is to increase credits for preserving existing trees toward vegetation requirements each by 50% or the closest higher whole number for trees. The number of shrubs credited would not change. The chart below illustrates the existing and proposed credits for preserving existing trees.

| <u>Size Tree Preserved</u> | <u>Existing Tree Credit</u> | <u>Proposed Tree Credit</u> |
|-----------------------------------|------------------------------------|------------------------------------|
| 2"- 6" caliper tree | 1 large or 2 small | 2 large or 3 small |
| 6"-10" caliper | 1.5 large or 3 small | 3 large or 5 small |
| 10" – 24" caliper | 2 large or 4 small | 3 large or 6 small |
| 24" and above | 3 large or 5 small | 5 large or 8 small |

Addition to this recommendation is as follows:

- **Community Development Department study and consider means and methods for adding flexibility to the Vegetation, Parking, and Buffer Yard standards.**
- **Community Development Department to consider adding language to Vegetation Ordinances to proportionately reduce required tree spacing when saving existing trees.**
- **Community Development Department to consider reduction of parking spaces for commercial development when saving trees.**

Fiscal Note: No additional budget costs associated with implementation of this proposed recommendation.

Incentives Recommendation # 2- Develop Tree Preservation Incentives for Residential Development

Details: The Discussion Group recommends consideration and inclusion of incentives for Tree Preservation and Planting for residential development in the next process of updating the City's Horizon Plan. The purpose would be to preserve or plant trees during residential development, or redevelopment.

Fiscal Note: No additional budget costs associated with implementation of this proposed recommendation.

Incentives Recommendation # 3- Develop incentives or recognitions for Champion, Heritage, or Significant Trees.

Details: The Discussion Group's recommendation is to develop incentives or recognition for preserving a tree on a property that is considered to be a champion, heritage or significant tree. Additional incentives could be developed within the zoning regulations to add a greater incentive for preserving these trees. A program for recognition could be developed for properties being developed,

redeveloped, demolished, or for residential communities. The recognition program for preserving significant trees could be managed by the Urban Forester, ReLeaf, Community Appearance Commission, or Keep Greenville Beautiful, Inc.

Fiscal Note: No additional budgetary costs associated with this recommendation.

REGULATION/ORDINANCE CHANGES

Regulations Recommendation 1- Maintain Existing Level of Tree Preservation Regulation for Development

Details: This recommendation does not require any additional action

Regulations Recommendation 2- Recommend review and Improvement of existing Tree Protection Standards

Details: This recommendation would improve the tree protection standards within the City's Vegetation ordinance. The following are recommendation for amendments to the Ordinance:

Existing Standard 9-4-265 (G)(1) with proposed changes

*Existing substitute material shall be protected from site development activities. Specifically, there shall be no change of grade (cut or fill), compaction of soils, storage of construction material, debris, chemicals and/or machinery or other activities which otherwise inhibits the percolation of surface water within the "Area of Minimum Protection" as described under subsection (G) (2) below. **Do not trench for any purpose within the "area of minimum protection". Any cutting of roots in the area just outside of tree protection area must be completed by utilizing proper arboricultural techniques. No nails, ropes, signs, fencing shall be attached to any part of a tree that is being preserved.***

Existing Standard 9-4-265 (G) (2) with proposed changes

Area of minimum protection (by plant material type)

- (a) Large Tree: Eight-foot radius or drip **line of tree zone**, whichever is ~~less~~ **more**.*
- (b) Small Tree: Six-foot radius or drip **line of tree zone**, whichever is ~~less~~ **more**.*
- (c) Evergreen shrub: Four foot radius or drip zone, whichever is ~~less~~ **more**.*

Existing Standard 9-4-265 (G) (3) with proposed changes

Barrier required. Existing substitute material shall be screened by means of visible barrier which identifies the limits of the area of minimum protection. *This barrier must be installed prior to beginning any demolition, grading, or construction begins, and shall not be removed until final inspection.*

Existing Standard 9-4-265 (G) (4)

Qualifying the location and material type; site identification

- (a) Prior to site plan approval the existing substitute material shall be identified upon the preliminary vegetation plan in sufficient detail to ensure compliance with this section trees subject to this section shall be individually flagged or paint marked at the time of submission of the preliminary and final vegetation plan, except as further provided**
- (b) Where there are ~~10~~ 20 or more qualified large and/or small trees located within a continuous stand the boundary of the tree line may be indicated on the preliminary and final vegetation plan in lieu of individual marking. For purposes of this section, the term continuous stand shall be construed as a unified and closely spaced group of trees which is void of impervious encroachments. Scattered individual or groups of trees which do not, or will not upon maturity, share common canopy space and/or a narrow linear row(s) of trees shall not be construed as continuous stand.**

Fiscal Note: No additional cost associated with implementation of this proposed recommendation.

Regulations Recommendation 3- Enforce existing Maintenance Requirements for trees in Commercial development on a complaint basis.

Details: The Tree Preservation Discussion Group recommends enforcement of the maintenance requirements for trees only on a complaint basis.

Fiscal Note: Undetermined cost

Existing Zoning Ordinance regulations:

9-4-270- Maintenance of required vegetation

The property owner shall be responsible for maintaining all vegetation required by this article in a healthy condition. Any dead, unhealthy, damaged, or missing vegetation shall be replaced. Replacement shall occur at the earliest suitable planting season.

Fiscal Note: No additional budgetary funds required for implementation of this proposed recommendation.

Regulations Recommendation 4- Recommend review of vegetation plans by a staff position that has the credentials of a Certified Arborist or Landscape Architect

Details: This recommendation of the Tree Preservation Discussion Group is related to need for City Staff to have a person that is either a Certified Arborist or Landscape Architect to review vegetation and tree preservation plans. This will help ensure proper selection/ planting of required vegetation and the preservation of existing trees is strongly encouraged. Also, a staff position with knowledge in these fields can ensure proper protection of trees occurs during construction, proper maintenance of required plantings after construction, and future required replacements are properly completed.

Note: Tree Preservation Discussion Group recommends this occurs when an existing planner position becomes available in Community Development Department. The Group unanimously approved this recommendation.

Fiscal Note: This is recommended to occur when an existing position becomes available and thus would not be an additional expense.

Regulations Recommendation 5- Revisit the exemption of Uptown from Vegetation Requirements

Details: This recommendation is for Community Development Department staff to consider modifying the exemption of the Uptown section of the City from the Vegetation requirements, for parking lots and those properties within this zone that elect to build off the property line.

Fiscal Note: No additional budgetary funds required for implementation of this proposed recommendation.

Other Recommendations:

Other Recommendations 1- Reforestation of some flood properties or Vacant Land that is owned by the City of Greenville and cannot be developed.

Details: The City owns approximately 140 acres of land that cannot be built on due to FEMA regulations placed on the property during the flood buyout after Hurricane Floyd. The Tree Preservation Discussion Group recommends that a portion of this property be reforested. Additionally, the recommendation is to evaluate other City owned vacant properties for the possibility of reforestation. This will help develop additional tree canopy within our City. City Staff will develop a reforestation plan outlining the specifics of this plan.

Fiscal Note: Cost is estimated at \$ 140.00 per acre reforested. However, this will save \$ 20.00 per acre each time the lot is mowed.

Other Recommendations 2- Create Urban Forest Specification and Standard Manual

Details: The recommendation of the Tree Preservation Discussion Group is for the City to create a manual that provides standard specifications and procedures for tree planting, trimming, removal, and maintenance. This would be utilized for rights-of-way urban forestry activities but would also be a good resource for our citizens.

Fiscal Note: City of Greenville received a grant from NC Urban Forestry Council and this recommendation is already in progress.

Other Recommendations 3- City of Greenville purchase land for forest conservation

Details: The Tree Preservation Discussion Group recommends that the City identify land within the City to attempt to acquire or purchase for the purpose of forest conservation per an approved Urban Forest Master Plan.

Fiscal Note: Undetermined cost

Other Recommendations 4- Develop Program to obtain Planting easements for trees at locations that sufficient rights-of-way does not exist.

Details: This recommendation of the Tree Preservation Discussion Group is to develop a program for obtaining planting easements along roadways where adequate room for tree planting does not exist.

Fiscal Note: Undetermined cost

Members of the Tree Preservation Discussion Group are as follows:

| | |
|--------------------------|----------------------------------|
| Don Edmonson | Home Builders Association |
| Alicia Hawk | Residential Development |
| Charles Lewis | Commercial Development |
| Scott Anderson | EAC |
| Myron Caspar | CAC |
| Michelle Clements | Engineering |
| Vince Bellis | Sierra Club |
| Marsha Wylly | ReLeaf of Greenville |

**LIST of TREE PRESERVATION
COMMENTS and SUGGESTIONS
NOT INCLUDED IN THE PRESERVATION DISCUSSION GROUP
RECOMMENDATIONS
2011-2012**

| <u>Comment Categories</u> | | | | <u>Total # of Citizen Comments</u> | | |
|---|--|--|--|------------------------------------|---|--|
| Proper tree planning needed on commercial sites | | | | | 4 | |
| Dissapointed with current commercial development efforts in tree preservation | | | | | 6 | |
| Concerns with tree safety and care | | | | | 3 | |
| Desires a citizens commission on urban forestry activities with COG | | | | | 1 | |
| Wants more trees planted in neighborhoods and certain areas | | | | | 3 | |
| Complaints on GUC trimming practices | | | | | 3 | |
| Wants more effort in having a tree inventory on all COG properties | | | | | 3 | |
| Consider establishing tax credits for preserving trees | | | | | 1 | |
| Proposed recommendations are not strong enough | | | | | 6 | |
| More inspections of bufferyard plantings are needed | | | | | 2 | |
| Develop regulations for tree conservation areas (micro- forest) | | | | | 2 | |
| Mitigation options for developers | | | | | 1 | |
| Funding for developers to save trees | | | | | 1 | |

Resolution No. 2012-01 - CAC

RESOLUTION OF THE GREENVILLE COMMUNITY APPEARANCE COMMISSION ENDORSING THE EFFORTS OF
THE CITY OF GREENVILLE'S TREE PRESERVATION POLICIES

WHEREAS, trees offer significant aesthetic appeal to individual residential and commercial lots, and thus to the community at-large, which was recognized by Greenville Citizens in the 2002 Long-Range Planning Survey, when Greenville Citizens listed three (3) times (among their top 20 priorities) desire to protect the City's Green Spaces, and to protect existing trees and plant even more trees; and

WHEREAS, trees bring significant economic benefits not only through enhancing property values as part of appealing landscaping, but also they provide shade and serve as wind-breaks. They thus directly reduce heating and cooling costs of nearby structures, and indirectly reduce the demand for energy production, which caused air-polluting emissions at power plants; and

WHEREAS, trees not only contribute to reduced energy demands and decrease air pollution, they also filter unhealthy particulate matter out of the air and reduce the greenhouse-effect contributing CO2 levels; and

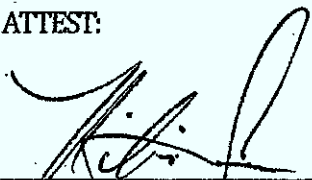
WHEREAS, parallel with increasing urban air pollution, over the decade airway disease has become an increasing contributor to mortality and morbidity, particularly among the young and elderly, and especially has become the leading cause for illness-related school absenteeism, and because of trees abilities to reduce air pollution, the preservation of trees is an important public health issue.

NOW, THEREFORE, BE IT RESOLVED, that we, the members of the Community Appearance Commission of the City of Greenville, do hereby fully endorse the efforts and recommendations of the Tree Preservation Discussion Group to preserve trees by encouraging cooperation among departments, offering incentives to developers, and formulating strategies to reduce attrition of trees.

BE IT FURTHER RESOLVED, that a suitable copy of this resolution be presented to the Public Works Department with this action.

This the 7th day of September, 2012

ATTEST:



Niki Jones, Economic Developer



Bill Whisnant, Chairperson

Doc. #700251



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

Title of Item: Council-Staff Communications Guidelines

Explanation: At the September 13, 2012, City Council meeting, Council requested that I provide suggested communications guidelines as well as examples of policies by other communities. Attached is a draft of my recommended Council-Staff Communications Guidelines for your review and consideration. Also attached are six examples from other municipalities.

Fiscal Note: There are no direct costs associated with implementation of the communications guidelines.

Recommendation: Approve the Council-Staff Communications Guidelines.

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

Attachments / click to download

 [Communications Guidelines](#)

Council-Staff Communications Guidelines

Governance of a City relies on the cooperative efforts of elected officials, who set policy (goals and priorities, and City staff, who analyze problems and issues, make recommendations, and implement and administer the Council's policies (means and methods). The following are general guidelines for your consideration to help facilitate effective communications between the City Council and City staff.

- **The City Council sets the direction and policy – City staff is responsible for administrative functions and City operations.**

The role of the Council is the legislative body. The Council is responsible for approving the budget, setting policy goals, and adopting strategic plans. The primary functions of staff are to execute Council policy and actions taken by the Council and to keep the Council informed. Employees of the City (staff) take guidance and direction only from the City Manager and/or Department Directors through the chain of command.

- **Channel communications through the appropriate City staff.**

1. The City Manager is the primary information liaison between the Council and City staff. Council Members will direct questions of City staff to the City Manager, Assistant City Manager, or City Manager's Office administrative staff. Council Members' requests for reports should be directed to the City Manager.

If fulfilling a request reaches a certain degree in terms of either workload, policy, or funding/financial resources, it may be more appropriate to make the assignment through the direction of the full City Council. If this should occur, the City Manager will notify the Council Member(s) informing them of such situation. It would be the individual Council Member's prerogative to discuss the request at an upcoming Council meeting and to seek approval by the full Council. This procedure helps to ensure that staff resources are allocated in accordance with overall Council goals and priorities, and if deviations occur, the Council is aware.

2. Department Directors are available to answer Council Member questions about existing policies, operations, programs, and projects. Requests for information that is already in a prepared format may be directed to Department Directors. The Department Director shall inform the City Manager so that the City Manager is aware of Council Member's requests and needs.
3. Routine requests for service (i.e. reporting a Code violation) can be made to the Department Director responsible for that service, or via the Citizen Action Line (as described below).

- **All Council Members shall have the same information with which to make decisions.**

When one Council Member has an information request, the response will be shared with all members of the Council so that each member may be equally informed.

- **Depend on the staff to respond to citizen concerns and complaints as fully and as expeditiously as practical.**

A key value in the City's organizational culture is providing quality customer service. As a first response to solving customer problems, the Citizen Action Line is available 24 hours a day on the City's website – www.greenvillenc.gov (look for the **24/7 Help** graphic). During regular business hours Monday through Friday, citizens (and Council Members) can also call (252) 329-CITY (2489) to have a staff member put the information into the system. All Council Members are encouraged to use this system to help solve a citizen's problem or to encourage the citizen to use this system directly. This system enables everyone to see details of the issue and what steps have been taken to resolve it. It also enables the City Manager and Department Directors to monitor requests to ensure fulfillment as well as evaluate the frequency of said requests to determine if further management action is warranted.

- **In order to provide the Council with timely information, please strive to submit questions on Council agenda items ahead of the meeting.**

Council Members are encouraged to submit their questions on agenda items to the City Manager as far in advance of the meeting as possible, and no less than 24 hours prior to the meeting, so that staff can be prepared to respond at the Council meeting. Having a practice of "no surprises" between the Council and City staff and vice versa fosters a productive working relationship.

In accordance with the Council policy adopted on March 3, 2011, requests from Council Members to place an item on the Council agenda are to be made in writing to the City Manager no later than noon on the Friday prior to the Wednesday when agenda material is scheduled to be distributed to the Mayor and Council Members for the meeting which the item is to be on the agenda. The written request, which may be in the form of an email sent to the City Manager, will contain sufficient information to ensure that the request is accurately reflected in the agenda material.

An item will also be added to an agenda of a City Council meeting at the request of the Mayor or a City Council Member when City Council votes at a City Council meeting to have the item added to the agenda. Unless the item requires action prior to the date of the next scheduled meeting, the item will be added to an agenda for a future meeting rather than the same meeting at which the request to have the item added to the agenda is made. A majority vote of the members present and not excused from voting shall be required to add the item to the agenda for a future meeting. A two-thirds vote of the members present and not excused from voting shall be required to add the item to the agenda at the same meeting.

- **Respect the will of the City Council as a governing body.**

City staff will make every effort to respond in a timely and professional manner to requests for information or assistance made by individual Council Members. However, the focus of the work program will conform to those initiatives approved by the majority vote of the Council.

- **Depend on the staff to make independent and objective recommendations.**

Staff is expected to provide its best professional recommendations on issues, providing information about alternatives to staff recommendations as appropriate, as well as pros and cons for recommendations and alternatives. Sometimes staff may make recommendations that may be unpopular with the public and Council Members. Staff respects the role of Council as policy makers for the City and understands that Council must consider a variety of opinions and community values in their decision-making in addition to staff recommendations.

- **The City Manager and staff are supporters and advocates for adopted Council policy.**

Regardless of whether it was staff's preferred recommendation or not, staff will strongly support and advocate the adopted Council policy and direction. Such support will include promotion of Council initiatives via written and broadcast media and other means to advance Council policy.

- **Personnel issues**

As the head of the City's administrative staff, the City Manager hires professionals who know and understand the complexities of employment policies and law. Council Members should not be involved with any personnel matters other than those which deal with the employees that Council appoints (City Attorney, City Clerk, and City Manager).

Council Members shall refrain from publicly criticizing an individual employee. Criticism is differentiated from questioning facts or the opinion of staff. All critical comments about staff performance shall be made only to the City Manager through private correspondence or conversation. Further, Council Members shall refrain from becoming involved in matters of employee discipline or grievances. Such involvement may give the employee(s) a false "sense of protection", and in some cases, could lead to adverse consideration should legal action or appeals to other agencies occur. The City has specific policies and procedures that govern disciplinary actions and practices as well as appeals processes that provide "due process" for matters of discipline.

If a Council Member desires to meet with a staff member, they shall schedule that meeting through the City Manager's Office. Any significant operational information discussed shall be reported by staff to all members of the City Council via the City Manager.

City of [REDACTED]

City Clerk

Action of The [REDACTED] City Council
In Regular Session
Wednesday, November 5, 2008

During a regular meeting of the [REDACTED] City Council, the minutes of the Special Retreat Workshop Meeting held Friday, October 10, 2008 at the [REDACTED] were unanimously approved. Council agreed on the following procedures when communicating with staff.

- 1) Informal contact between staff and Council is fine, and if a Councilperson receives significant operational information then the Councilperson should provide a report to the Mayor, other Councilpersons and the Manager. Staff should be instructed to ask a Councilperson to schedule a meeting if "informal" visits or interactions become disruptive to operations or would be better addressed through a dedicated session.
- 2) Additionally Council agreed not to tell staff how to do their job, that no personnel issues would be raised or discussed by Councilpersons with staff and that Council will not call staff with complaints, but will direct any complaints to the Manager. Council members may, however, contact the appropriate City division office directly to make *referrals for routine service* or to alert them of routine matters that they have observed or heard from others.
- 3) If a Councilmember desires to meet with a staff member, then they will schedule that meeting through the Manager's office and report any significant operational information back to the Mayor, Council, and Manager. Council expects, however, that the employee feel free to be honest about their availability and to factor the Council's request into their normal work day and flow without giving special deference to the Council member's request.
- 4) Staff is directed by the Council that if they receive a request from a Councilperson that they believe alters current operations, requires the expenditure or reallocation of operational resources, or otherwise should be approved by a superior, then the staff member will inform the Councilperson of this and consult their supervisor prior to responding to the request. In this case, Council members expect an employee to respond by saying, "I'll get back to you once I check with my supervisor (for authorization or direction or permission)."
- 5) Councilpersons will direct operational concerns, requests for research, or other organizational issues to the Manager. Councilpersons will direct operational or organizational inquiries that may have broader interest to the Council to the Manager for discussion during Council Work Shop meetings.
- 6) That staff will be made aware of these rules that will govern contact between Council and staff.

[REDACTED] City Clerk

Certified November 20, 2008

APPROVED

Board of Commissioners

Proposed Guidelines for Commissioner Requests for Information from County Staff

Purpose: To establish guidelines for Commissioners and staff for addressing individual Commissioner's requests for information, reports, memoranda, or similar information from County staff. The Board of Commissioners' interests in establishing these guidelines are as follows:

- To clarify for Commissioners and staff when requests should be addressed to the Manager or department head or when the request may require the full Board's consideration.
- On behalf of the full Board, to assure there is an opportunity to consider as a Board, Commissioner requests that will involve significant staff time and impact existing goals and priorities.
- While acknowledging the Manager and staff's willingness to respond to Commissioners requests, to assure that there is opportunity in the process for appropriate consideration - by the Manager or, as necessary, by the Board - of priorities and any need for re-prioritization.

Note: In the instance of Commissioners' requests to the Clerk to the Board, the Board has in place protocols for working with the Clerk. This procedure does not apply to requests to the Clerk to the Board except as such requests involve the Clerk obtaining information from County departments. In such case the Clerk addresses the request to the Manager.

Guidelines

A. Requests Outside of Board of Commissioners' Meetings

1. Copies of Existing Information

If a County Commissioner wants copies of existing information, reports, agenda abstract or similar information, the Commissioner may request the information from the Manager or directly from the department head involved. The Manager or department head involved responds directly to the request as soon as possible. In this instance, it is not necessary to provide the information to any Commissioner other than the requesting Commissioner.

2. **Additional Information Requiring Limited Staff Work (Less than Two Hours)**

When a County Commissioner requests additional information that may require limited additional work such as two hours or less, the Commissioner may direct the request to the department head or the Manager. The Manager or department head involved responds directly to the request as soon as possible. If the department head is contacted directly he or she advises the Manager of the request. In this instance, the additional information generated is provided to all Commissioners.

3. Additional Information Requiring Significant Staff Work (More than Two Hours)

When a County Commissioner requests additional information that may require significant additional staff work such as a new report or amendments to an existing report, the Commissioner makes the request to the Manager. If a department head receives such a request directly and, after examining it, determines the request will require significant additional staff work, he or she refers the request to the Manager for the Manager's review.

If in the Manager's opinion the request will require significant work, the Manager reviews the request with the Board Chair. The Manager and the Board Chair discuss how the request relates to the Board's goals and priorities. As necessary, the Board Chair discusses the request with the involved County Commissioner or all Commissioners to reach a decision on whether to have staff provide the requested information.

B. Requests During Board of Commissioners' Meetings (Follow Up Items)

During Commissioners' comments or in the course of discussion of a particular Board meeting item, a Commissioner may make a request for additional information.

1. If based on the experience of the Board Chair, another Commissioner who has knowledge of the subject, or the Manager such request would seem to involve significant time (more than several hours), it is the responsibility of the Board Chair, other Commissioner or Manager to bring this to the attention of the Board.

In this way, the Board may decide whether it wishes to pursue the staff time investment required by the request. Also in this way the Board will understand that the request will require more time, that it may not be possible to bring the information back by the next meeting agenda and that it may impact other work priorities.

For example, the Public Safety Study arose as a follow up item to the Board's Comments. The decision was to pursue the study as an important objective for the Board. This did require significant additional time and did impact other work priorities.

2. If, as in most cases, the item does not require the above level of consideration, the Manager will address the request and report back to the Board.

Approved by the Board of County Commissioners on March 6, 2002

Council-Staff Communications Guidelines

Governance of a City relies on the cooperative efforts of elected officials, who set policy and priorities, and City staff, which analyze problems and issues, make recommendations, and implement and administer the Council's policies. The following are general guidelines to help facilitate effective communications between the City Council and City staff.

- Channel communications through the appropriate City staff.

While any staff member is available to answer Council questions and requests for information, the City Manager is the primary information liaison between the Council and City staff as outlined in RCW 35A.13. Please direct questions of City staff to the City Manager, Deputy City Manager, Assistant City Manager, or Department Heads. When a Councilmember makes an information request to a particular staff member, the practice is for staff to inform the City Manager so that he is aware of Council's requests and needs.

- All Councilmembers should have the same information with which to make decisions.

When one Councilmember has an information request, the response will be shared with all members of the Council so that each member may be equally informed.

- Depend upon the staff to respond to citizen concerns and complaints as fully and as expeditiously as practical.

A key value in the City's organizational culture is providing quality customer service. As a first response to solving customer problems the Customer Response Team (CRT) is available 24 hours a day by calling (206) 546-1700. All Councilmembers are encouraged to contact CRT to help solve a citizen's problem. There will be follow-through with the Councilmember as to the outcome of the problem or concern.

Likewise, the City Council will receive customer letters or emails directly. Due to limited staff resources to handle the amount of correspondence, these are disseminated to the appropriate department to prepare a formal response. The Assistant City Manager oversees the process and ensures a uniform standard. The Mayor signs the response on behalf of the City Council. On occasion, a letter or email is directed specifically to a Councilmember. The Assistant City Manager will work directly with the Councilmember to provide a response. All correspondence is copied to all members of Council, regardless of whom it was addressed to.

- The City Council sets the direction and policy – City staff is responsible for administrative functions and City operations.

The role of the Council is as the legislative body. The Council is responsible for approving the budget, setting policy goals, and adopting strategic plans. The primary functions of staff are to execute Council policy and actions taken by the Council and in keeping the Council informed. Staff is obligated to take guidance and direction only from the City Manager or Department Head.

- In order to provide the Council with timely information, please strive to submit questions on Council agenda items ahead of the meeting.

Councilmembers are encouraged to submit their questions on agenda items to the City Manager as far in advance of the meeting as possible so that staff can be prepared to respond at the Council meeting. Having a practice of “no surprises” between the Council and City staff and vice versa fosters a productive working relationship.

- Respect the will of the “full” City Council.

City staff will make every effort to respond in a timely and professional manner to all requests for information or assistance made by individual Councilmembers. However, if a request reaches a certain degree in either terms of workload or policy, it may be more appropriate to make the assignment through the direction of the full City Council. If this should occur, the City Manager will prepare a memorandum to the City Council informing them of such situation. It would be the individual Councilmember’s prerogative to discuss the request at an upcoming Council meeting and to seek approval by the “full” Council. This procedure helps to ensure that staff resources are allocated in accordance with overall Council goals and priorities.

- Depend upon the staff to make independent and objective recommendations.

Staff is expected to provide its best professional recommendations on issues, providing information about alternatives to staff recommendations as appropriate, as well as pros and cons for recommendations and alternatives. Sometimes staff may make recommendations that we know will be unpopular with the public and Councilmembers. Staff respects the role of Council as policy makers for the City and understands that Council must consider a variety of opinions and community values in their decision-making in addition to staff recommendations.

- The City Manager and staff are supporters and advocates for adopted Council policy.

Regardless of whether it was staff’s preferred recommendation or not, staff will strongly support and advocate the adopted Council policy and direction. This may cause concern by the Council minority on controversial issues.

- Refrain from publicly criticizing an individual employee. Criticism is differentiated from questioning facts or the opinion of staff.

All critical comments about staff performance should only be made to the City Manager through private correspondence or conversation.

- Seeking political support from staff is not appropriate.

The City is a non-partisan local government. Neither the City Manager nor any other person in the employ of the City shall take part in securing or contributing any money toward the nomination or election of any candidate for a municipal office. In addition, some professionals (e.g., City Manager, Deputy City Manager, and the Assistant City Manager) have professional codes of ethics, which preclude politically partisan activities or activities that give the appearance of political partisanship.

(01/14/04)

Attachment D

MEMORANDUM

TO: Assistant City Managers; All Dept. Heads

FROM: [REDACTED], City Manager

DATE: January 20, 2004

RE: Staff Communications

Recently there have been questions regarding the current policy pertaining to contacts with our elected officials established by a memorandum dated May 21, 1993. This memorandum supersedes the May 21, 1993 memorandum and should be used now as guidance for all employees.

First and foremost, our City's elected officials, the Mayor and City Council, are the elected representatives of the citizens of [REDACTED]. They are our board of directors.

It has always been the policy of the City of [REDACTED] to encourage our City Council members and Mayor to meet and talk with any and all City employees as they have opportunity and need to do so within the confines of state laws governing personnel privacy and open meetings. There can be civil and criminal penalties associated with violation of those statutes.

Now, to the specific question regarding when an employee ought to advise his/her supervisor, either in writing or verbally, about conversations with our elected officials. The answer to this question can be simply put as follows: All city employees should keep their supervisors and coworkers informed about important matters pertaining to City business. A mere conversation with an elected official is **not** sufficient reason to inform anyone of such a contact. Rather, any matter that is important to our operations as a City should be shared with your supervisor whether it involves an elected official, an employee or a citizen.

Responsibility for determining what is or is not "important" enough to be relayed on to me obviously begins with each individual employee. Any employee who has a question about the necessity of conveying the details of a particular conversation on to the City Manager should consult with his or her supervisor, Department Head, the Human Resources Director, the Assistant Human Resources Director, the City Attorney, the Assistant City Attorney or an Assistant City Manager.

Constructive communication and positive dialogue between our elected officials and city staff should be a hallmark of our city government. Throughout my tenure with the City of [REDACTED], I have endeavored to foster an atmosphere where such is the case. I am confident that if each of you takes the time to explain the purpose and intent of this policy to your subordinates that we can continue to work harmoniously toward our common goal of providing the best city services possible to the residents of the City of [REDACTED].

pc: Mayor & Council

Attachment E

Policy Statement 143
Rules of Procedure for the [REDACTED] Council

Prepared By: [REDACTED], Town Clerk
Adopted by Council: 9/6/2012
Supersedes: 3/27/2008
Effective: 9/6/2012

Purpose: The purpose of this policy statement is to develop favored procedures for council to look to and follow. It is hoped that these procedures will facilitate communications between and among council members and staff, provide efficient and equitable procedures to follow in and out of public meetings, and provide general information and recommendations about how the council conducts Town business. This policy is based in large part on N.C. law, but the policy is not designed to create any additional rights or obligations and does not provide any procedural rights to any person. The failure of council or any other person to adhere to the recommended procedures described herein shall not affect the validity of any meeting or action taken by council. To the extent there is conflict or any discrepancy between these procedures and the N.C. General Statutes, case law, or Town ordinances (collectively "law"), the law shall prevail.

...

Rule 9. Council Direction to Staff

If during a meeting an individual member of the council gives direction to staff, the presider will immediately ascertain if that direction is approved by the council (either by unanimous consensus or by motion, second and vote). This will ensure that council as a group is clearly articulating direction to staff.

...

Attachment F

CHARTER § 4.3 (cut and pasted from a scanned image)
ARTICLE IV. ORGANIZATION AND ADMINISTRATION; CITY MANAGER

Section 4.1. Form of Government.

The City operates under the council-manager form of government, in accordance with Part 2 of Article 7 of Chapter 160A of the General Statutes.

Section 4.2. City Manager.

The Council appoints a City Manager who is responsible for the administration of all departments of the City government. The City Manager has all the powers and duties conferred by general law, except as expressly limited by the provisions of this Charter, and the additional powers and duties conferred by the Council, so far as authorized by general law.

The Council shall hold the City Manager responsible for the proper management of the affairs of the City and the City Manager shall keep the Council informed of the needs and conditions of the City and shall make such reports and recommendations as may be requested by the Council or as the City Manager deems necessary. Neither the Mayor, the City Council, or any member of the City Council shall publicly or privately direct the conduct or activities of any City employee, either directly or indirectly, except through the City Manager.
Code reference-City manager, § 3-1.

Section 4.3. Approval and Execution of Contracts.

The Council may adopt an ordinance that delegates to the City Manager the authority to award, approve, and execute certain contracts on behalf of the City. This authority of the City Manager to award, approve, and execute certain contracts shall be subject to the terms, conditions, and limitations as set forth by the Council in the ordinance, and the ordinance shall require that all contracts awarded, approved, and executed pursuant to that authority be reported by the City Manager to the Council in a timely manner.

Supp. No. 48 CHT:7



City of Greenville, North Carolina

Meeting Date: 10/8/2012
Time: 6:00 PM

Title of Item: Sun glare issue in City Hall atrium

Explanation: Council Member Calvin Mercer requested that an item be placed on the agenda to discuss the sun glare issue in the City Hall atrium. Assistant City Manager Thom Moton provided information to City Council on September 7, 2012. A copy of that memo is attached for your review.

Fiscal Note: No direct cost to discuss the proposal.

Recommendation: Discuss sun glare issue in City Hall atrium

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

Attachments / click to download

 [Memos](#)

Memorandum

To: Honorable Mayor and City Council Members
From: Thomas M. Moton, Jr., Assistant City Manager
Date: September 7, 2012
Subject: City Hall Atrium

Attached you will find a memo from Chris Padgett, Chief Planner, regarding a sun glare issue in the City Hall atrium. After discussing this issue with staff, it is my recommendation that we move forward with this project as indicated in Mr. Padgett's memo.

Please let me know of any questions by September 14, 2012. After that time, I will direct staff to proceed with the project.

Respectfully submitted,



Thomas M. Moton, Jr.

als

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

Memorandum

To: Thomas Moton, Jr., Assistant City Manager
From: Christopher N. Padgett, Chief Planner *C.N.P.*
Date: September 7, 2012
Subject: City Hall Atrium Sun Glare Issue

In May, 2012, while I was serving as Interim Assistant City Manager, it was brought to my attention by Mayor Thomas and Council Member Joyner that the Fifth Street entrance to City Hall has a problem with bright sun glare. The Fifth Street entrance faces south and leads to the atrium which is three stories in height and constructed primarily of glass. The atrium is the primary entrance into the City Hall facility and is heavily traveled by City residents, visitors and employees. It also includes a receptionist desk that is typically staffed by one employee during normal business hours.

Upon receiving this information, I visited the atrium on multiple occasions to observe the perceived problem first hand. In my opinion, during the times of peak sun glare, certain portions of the atrium can be uncomfortable for those standing or walking through the area. I also observed that the sun glare impacted the receptionist desk, making for a non-optimal work environment.

Based upon these observations, I asked the City's Buildings and Grounds Superintendent Kenneth Jackson to investigate alternatives to address the identified problem in a manner that would not detract from the aesthetic integrity of the facility. Mr. Jackson and his staff have investigated several options and have reported that, in their opinion, the best approach to address the problem is to install six fabric motor operated blinds on the inside of the Fifth Street atrium windows. This solution will allow the blinds to be remotely lowered during the times that sun glare is a problem and retracted when it is not. The fabric blinds will be attractive and they offer the opportunity to have a logo or message printed on them. Based on several informal quotes, staff estimates that the project can be completed for under \$15,000.

Recognizing the regular use of City Hall by the public and the overall visibility of the facility, I would recommend moving forward with this project using funds currently budgeted for City Hall improvements. I would further recommend that the top three blinds be installed immediately and that the remaining three be installed in the early Spring 2014, following the conclusion of the City's Branding Initiative. This will allow the opportunity for the City to use the lower blinds to display elements of the new brand (i.e. logo, tagline, etc.).

Please feel free to contact me should you have any questions.

als

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