



# Agenda

## Greenville City Council

December 10, 2012  
6:00 PM  
City Council Chambers  
200 West Fifth Street

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**I. Call Meeting To Order**

**II. Invocation - Council Member Mercer**

**III. Pledge of Allegiance**

**IV. Roll Call**

**V. Approval of Agenda**

- **Public Comment Period**

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

**VI. Special Recognitions**

- Recognition of the C. Peter Magrath Award

**VII. Consent Agenda**

1. Minutes from the April 9, 2012 City Council meeting and the April 23, 2012 City Council budget work session
2. Minutes from Budget Committee meetings held on May 1, May 5, and May 30, 2012

3. Withdrawal request for the Greenville Community Life Center, Inc. rezoning
4. Resolution accepting dedication of rights-of-way and easements for Langston West, Section 3
5. Resolution adopting and endorsing Pitt County's 2012 Ten-Year Comprehensive Solid Waste Management Plan
6. Contract award for the construction of the Emergency Operations Center (EOC)
7. Purchase of property located on Old Pictolus Road for parking purposes for the Bradford Creek Soccer Complex
8. Gas capital project budget ordinance and reimbursement resolution for the Greenville Utilities Commission-Piedmont Natural Gas Multiple Gas Facilities Upgrade Project
9. Report on contracts awarded

**VIII. New Business**

10. Presentations by Boards and Commissions
  - a. Greenville Bicycle and Pedestrian Commission
  - b. Investment Advisory Committee
11. Selection of a "locally preferred site" for the Greenville Transportation and Activity Center
12. Report on uptown parking deck feasibility
13. 2012-2013 Capital Reserve Fund calculation and designations
14. Budget ordinance amendment #4 to the 2012-2013 City of Greenville budget (Ordinance #12-027), amendment to the Emergency Operations Center Project fund budget (Ordinance #11.056.2) and request to redirect funding for Countryside Land Acquisition

**IX. Review of December 13, 2012 City Council Agenda**

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

**XI. City Manager's Report**

**XII. Adjournment**



# City of Greenville, North Carolina

**Meeting Date:**  
**12/10/2012**  
**Time: 6:00 PM**

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**Title of Item:** Minutes from the April 9, 2012 City Council meeting and the April 23, 2012 City Council budget work session

**Explanation:** **Abstract:** Proposed minutes from a regular City Council meeting held on April 9, 2012, and a City Council budget work session held on April 23, 2012, are presented for approval.

**Explanation:** Proposed minutes from a regular City Council meeting held on April 9, 2012, and from a City Council budget work session held on April 23, 2012, are presented for review and approval.

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

**Recommendation:** Review and approve proposed minutes from a regular City Council meeting held on April 9, 2012, and from a City Council budget work session held on April 23, 2012.

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**Attachments / click to download**

[Proposed Minutes of the April 9 2012 City Council Meeting\\_941706](#)

[Proposed Minutes of Budget Work Session held April 23 2012\\_920933](#)

PROPOSED MINUTES  
MEETING OF THE CITY COUNCIL  
CITY OF GREENVILLE, NORTH CAROLINA  
MONDAY, APRIL 9, 2012



The Greenville City Council met in a regular meeting on the above date at 6:00 p.m. 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 Council Member Max Joyner, Jr. 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, Jr., Interim City Manager; David A. Holec, City Attorney; Polly Jones, Deputy City Clerk; and Valerie Paul, Administrative Assistant

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**APPROVAL OF THE AGENDA**

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Motion was made by Council Member Joyner and seconded by Council Member Blackburn to approve the agenda. Motion carried unanimously.

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**PUBLIC COMMENT PERIOD**

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Jerry Weitz -100 Churchside Drive

Mr. Weitz spoke in favor of two items on the agenda relating to the sidewalk along Red Banks Road and the Intermodal Transportation Center. He stated that mobility and accessibility are reasons that the City Council should support these items. The Intermodal Transportation Center will be good for people without cars and those who cannot afford to buy them. In addition, studies show that increasing sidewalks and transit services have a benefit to public health. More people using alternate transportation benefits the environment, businesses, and economy.



Tim Butler -2702 Ramblewood Court

Mr. Butler spoke in favor of Amendment One, stating this marriage amendment is not about marginalizing any group of people. Essentially, this marriage amendment will legally protect the institution of marriage between one man and one woman. It would prevent courts or the General Assembly from defining marriage differently or legalizing marriage-like institutions such as civil unions or domestic partnerships. It has often been said, in his opinion, erroneously that this will impact North Carolina in a negative way. There has not been any credible study on the economic effect of the marriage amendment to prove that. Nine out of the top ten states with the American Legislative Exchange Council's highest economic outlook rankings in 2011 have marriage amendments and have not legalized same-sex marriage, domestic partnerships, or civil unions. Nine of the ten states with the poorest economic outlook have legalized one of these institutions. Private employers will still be able to provide benefits to whomever they chose, including domestic partners. However, the amendment would protect employers from being forced by the government to provide these benefits if they choose not to do so. Mr. Butler encouraged the City Council to join a host of counties that are supporting the marriage amendment.

Preston Mackey – 315 White Hall, East Carolina University

Mr. Mackey stated there is already a law that bans gay marriage in North Carolina. With the amendment in place, if a couple is in a civil union or domestic partnership, it will affect domestic violence protection and parental rights to children and the children's rights, if one spouse would become sick or incapacitated. Amendment One would do harm to the citizens—not necessarily to gay couples, but any citizen in this state. North Carolina House Speaker Thom Tillis predicted that if the marriage amendment passes, it would be repealed within 20 years. Mr. Mackey asked why would a person have to experience that misery for even one year compared to 20 years. Mr. Mackey asked the City Council to vote in opposition to the Amendment.

Aaron F. Lucier – 1516 Thrayer Drive

Mr. Lucier stated part of Greenville being a progressive city is making a statement against the North Carolina Marriage Amendment and joining the other cities in this state that are taking a strong stance. Cities across this state have made the statement that this is not good for business and will not change anything if the marriage amendment passes other than an addition to the Constitution that people would have to work hard to change later. Cities that have already domestic partners' benefits for their employees would lose the ability to offer those benefits. A lot of groups are opposing the Marriage Amendment because domestic violence protection and other benefits could be removed. Mr. Lucier encouraged the City Council to take a progressive stance by not adding discrimination in Greenville and by not adding anything to the Constitution that singles out one group of people.



Tucker Middleton – 2220 University Suites Drive

Ms. Middleton read the language of the amendment as follows: “Marriage between one man and one woman is the only domestic legal union that should be valid or recognized in this State.” She said that an amendment stating that gay marriage is illegal in North Carolina could have been passed, but Amendment One is worded in a way that will outlaw so many other types of relationships’ recognitions. The City Council could not provide domestic partnership benefits to Greenville citizens, if they ever choose to in the future. Nine municipalities in the State offer domestic partnership benefits because they feel it is positive for their cities and a great way to recruit city government workers. Children could lose their health care because their parents’ domestic partnerships benefits are no longer recognized. Domestic violence laws could be impacted because these unions are no longer recognized by the State. Amendment One is extremely discriminatory and she would like for citizens to vote against this amendment on May 8, 2012 and for the City Council to vote in favor of the resolution opposing Amendment One. Many people of North Carolina are confused and believe it is legalizing gay marriage. Gay marriage is already banned in North Carolina with two State statutes and on May 9, 2012, it will still be illegal, regardless of what happens.

Chris Womack – 3313 East Tenth Street

Mr. Womack stated the City Councils of Raleigh and Greensboro, along with multiple medical and religious organizations across North Carolina such as the North Carolina American Psychology Association and North Carolina Episcopal Diocese are opposing Amendment One. Students of East Carolina University are opposing this amendment, and its Student Government Association has passed a resolution opposing Amendment One stating that the students understand the harm that it places on citizens of North Carolina but also students who are mostly unmarried. The domestic violence protections that can be seen through Ohio’s 2004 amendment are detrimental to not only Greenville but to the students that this City hosts and to all of North Carolina.

Carroll Webber -610 South Elm Street

Mr. Webber commented that the Intermodal Transportation Center, in his opinion, is a good plan. The Federal grant will cover 80 percent of the costs.

Alex Anders - 3313 East Tenth Street

Mr. Anders stated Amendment One has so many far reaching affects beyond its intent. The intent of the legislation is vague, not clearly defined, and not consistently spoken on. Amendment One harms students, families and his friends, and it is extremely imperative that the City Council look at it with a clear lens, understanding all sides of the issue. This amendment only seeks to strip the rights of people and the Constitution expands, strives, and protects the rights of all citizens. Mr. Anders urged the City Council to oppose Amendment One.



Cathy McLean –No Address Given

Ms. McLean commented about curbside garbage pickup, stating that she encourages the City Council to vote for Option #1 which is the phased-in approach. The project will cost over \$1 million and with Option #1 a cost of \$75,000 will be expended the first year and more over for the rest of the years. The City is not committing to the entire \$1 million upfront unlike Option #2 which would require that the project be funded immediately in the first years. In addition, the rented containers would have to be purchased upfront in the first year. It is the City Council's responsibility to exercise due diligence and fiscal mindfulness when using her and other taxpayers' money.

Clottie Garrett – 1204 West Fifth Street

Ms. Garrett stated senior citizens cannot afford an increase in the garbage collection fee for backyard pickup. Some residents have someone to push out their garbage containers and pushing a container is too much for her to do. She lives in a commercial area and no one is living on the block of her residence.

Jay Kilico – No Address Given

Mr. Kilico stated Democracy North Carolina is opposing Amendment One because the organization is against adding discrimination in the Constitution and wedge issues to divide voters. If this amendment passes, it will have a lot of effects on his domestic partnership including whether his employer would be offering health insurance as an option to couples like him and his partner. In addition, if this amendment passes, many unmarried couples will face a lot of challenges. In the past, domestic violence protections have been questioned in other states regarding similar poorly worded amendments like in Ohio. He encouraged the City Council to oppose Amendment One.

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**CONSENT AGENDA**

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Assistant City Manager Moton introduced items on the Consent Agenda, reading out the title of each as follows:

- Minutes of the February 9, 2012 City Council meeting
- Amendment of the FY 2011-2012 budgeted position allocations for the Public Works Department, Sanitation Division, for a net reduction of one position allocation
- Resolution accepting dedication of rights-of-way and easements for Bernice Branch Division, revision of Lots 6, 7, and 8, Section 2, and for Melody Lane (Resolution No. 014-12)



- Supplemental agreement with the North Carolina Department of Transportation for construction of sidewalk along Red Banks Road from Charles Boulevard to Fourteenth Street
- Contract award for Lynndale Storm Drainage Improvements Phase 1A
- Contract with Greenville Public Access Television Corporation to continue operation of the Public Access Channel
- Approval of a purchase order for 19 Ford Interceptor police cars
- Capital project budget ordinance for Greenville Utilities Commission's Sanitary Sewer Outfall Rehabilitation Project - Phase III (Ordinance No. 12-013)

Motion was made by Council Member Joyner and seconded by Council Member Mercer to approve the Consent Agenda. Motion carried unanimously.

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**NEW BUSINESS**

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PRESENTATIONS BY BOARDS AND COMMISSIONS

Affordable Housing Loan Committee

Melissa Grimes, Co-Chairperson of the Affordable Housing Loan Committee, stated the Affordable Housing Loan Committee is comprised of Russell Hemby, Chairman; Lovella Perkins; Howard Conner; Alice Brewington; and herself.

Ms. Grimes stated that the primary functions of the Affordable Housing Loan Committee are as follows:

1. To approve loans made under the Affordable Housing Bond Programs for first time homebuyer downpayment assistance, home mortgages, and elderly homeowner rehabilitation loans.
2. To make recommendations to City Council regarding the purchase of land to be used for affordable housing developments, creation and set up of loan pool mortgage agreements with other financial institutions and making changes in funding allocations by funding category.
3. To review other housing related policies and activities as deemed appropriate by the Greenville City Council.





Ms. Grimes stated during the past twelve months, the Committee has been instrumental in assisting the City of Greenville Housing Division in its efforts to extend and strengthen partnerships among the public and private sector, to provide decent housing, establish and maintain a suitable living environments and expanding economic opportunities. The following are accomplishments of the committee from March 1, 2011 to March 31, 2012.

- I. Approved Down payment Assistance  
HOME Program DPA – five (5) families \$165,473
- II. Set Just Compensation for acquisition of properties in West Greenville 45 Block area  
Approved twelve (12) property acquisitions.
- III. Approved CDBG Public Service Category funding  
The following were awarded to local nonprofit organizations:

Fiscal Year 2010-2011

- Building Hope Community Life Center, Inc. - \$18,000 to support the ReCycle Workforce program and expand the 21<sup>st</sup> Century Leadership Academy (21LA), an entrepreneurial training and career development skills program for at-risk youth.
- Center for Family Violence Prevention (Family Center) - \$25,000 to continue the function of the center providing monitored exchanges and supervised visitations as well as operate the Systematic Training for Effective Parenting (STEP) program.
- Center for Family Violence Prevention (Safe House) - \$25,000 to provide supportive services to Safe House clients who are in the Transitional Housing Program.
- Boys and Girls Club of Pitt County, Inc. - \$12,250 to continue the Triple Play Program which helps youth to get fit and have healthy lifestyles.
- Literacy Volunteers – Pitt County - \$14,200 to provide Adult Education Classes to Pitt County adults.

- IV. Reviewed the following required federal and local documents  
Fiscal Year 2011-2012 Annual Action Plan  
Fiscal year 2011 Consolidated Annual Performance and Evaluation Report

Youth Council

LaQuon Rogers, a senior at Ayden Grifton High School and Chairperson of the Greenville Youth Council, stated the Youth Council was established on August 11, 2005 for high school students; and the Council consists of 25 members. The members of the Youth Council envision Greenville as a community where all youth have a voice, a community where all youth are successful in school, work, and life; a community that provides youth with access to services



and resources, and a community where all youth are provided with opportunities to participate in their community.

Mr. Rogers stated the Council participated in activities and community service projects from May 2011 through May 2012. Youth Council members and their friends volunteered and participated at the annual National Night Out Against Crime event, the Intergenerational Community Center Day, Inclusive Community events, and the members sponsored the Substance Abuse Town Hall meeting. The purpose of the Substance Abuse Town Hall meet was to build awareness and educate youth regarding the harmful effects of tobacco, alcohol and prescription drug uses. Dr. Brian McMillen, an East Carolina University Professor, Department of Pharmacology and Ajay Ajmera, Youth Council Member, served as moderators.

Mr. Rogers provided information regarding the Youth Council's upcoming event, stating on Saturday, April 21<sup>st</sup>, the Youth Council will volunteer to assist with the Lucille W. Gorham Intergenerational Community Center Day. The Greenville Youth Council in partnership with Special Olympics and will host an Inclusive Sporting Event on Saturday, May 19<sup>th</sup> from 11:00 a.m-2:00 p.m. at Jaycee Park. A main attraction will be the Project Unify Initiative where participants will be able to sign the pledge to help eliminate the usage of the "R" word "Retard or Retarded", and to replace it with "RESPECT". The Council recently met with Dr. David Holder of East Carolina University, Department of Pediatrics to discuss a community obesity event. Unhealthy weight is a global epidemic and the purpose would be to identify ways to work together to promote and maintain healthy weights for children and youth in the community. Members of the Youth Council are discussing ways to provide "Care Packages" to the Homeless Shelter. Care Packages will consist of blankets, wash clothes, toothbrushes, toothpaste and soap.

Council Member Blackburn stated there are nine positions open on the Youth Council. She is excited about the Obesity Project. Council Member Blackburn thanked the Youth Council for the efforts that they have taken about smoking and for their service.

Mr. Rogers invited the City Council to attend their meetings and stated that the Youth Council is always doing something positive and would like to get the City Council's input and would like to help them in any way possible.

Mayor Pro-Tem Glover asked for the contact person if citizens are interested in making donations for the Care Packages.

Mr. Rogers responded donors could contact Ms. Cassandra Daniels, Community Relations Officer and Youth Council Liaison, at 329-CITY.



Mayor Pro-Tem Glover asked if the Youth Council is planning any trips this year, for example the National League of Cities and/or North Carolina League of Municipalities conferences. She stated that it is really nice when the members of the Youth Council participate in the conferences because attending the conferences is an opportunity for them to meet other students from all over the United States.

Mr. Rogers responded the Youth Council did not attend the conference this year because the City does have a new travel policy. The members have been working to raise money and have already had their first fundraiser. Their second fundraiser will make it possible for members to attend the conference next year. His plans are to return to the Youth Council as a volunteer. If possible, the Youth Council would like to be assisted by the City.

Mayor Pro-Tem Glover stated the Youth Council is a very important part of our government. The Youth Council has done a wonderful job, and she is proud that the board was created and is continuing.

Mayor Thomas stated what the Youth Council has done requires commitment. He thanked the Youth Council for their leadership and stated the members have to create a legacy in this City. The City's youth will become the next leaders—maybe not in Greenville, but somewhere.

Interim City Manager Moton announced that the next presentations are expected to exceed the 10-minute limitation. The next agenda item will require approximately 18 minutes for presentation.

#### FINANCING OF THE GUARANTEED ENERGY SAVINGS PERFORMANCE CONTRACT

Interim Public Works Director Scott Godefroy stated representatives of Schneider Electric Buildings Americas, Inc. (Schneider Electric) are present to give the City Council an update on the Guaranteed Energy Savings Performance Contract process, to answer any questions, and to discuss the April 12, 2012 City Council meeting's public hearing and resolutions.

Account Executive Robert Williams of Schneider Electric Buildings Americas, Inc. stated this project began in May 2011 and there are two more steps which are the Local Government Commission's review and approval and the project installation. Mr. Williams updated the City Council on Schneider Electric's progress since their last visit in December 2011. When Schneider Electric started the Investment Grade Audit this year, the City's Public Works and Recreation and Parks Departments presented the following list of challenges and current needs.

- HVAC/Dehumidifying unit at the Aquatic Center
- Aging HVAC units at multiple facilities



- Comfort issues in multiple buildings
- Inefficient lighting, low light levels in areas
- Lack of centralized controls in the facilities

Mr. Williams stated during the Investment Grade Audit, Schneider Electric developed a turnkey project in the amount of \$2,495,944. That is a self-funding project which is paid for with a guaranteed energy savings in the amount of \$226,570 annually. Over the contract term the total calculated savings for the City is \$3,918,169. The proposed project by Schneider Electric will save 40% in annual utilities in the 20 buildings that were audited. Over the life of project, there are 49,245 tons of carbon emission savings which is equivalent to 1,969,830 trees planted and the removal of 6,354 cars from highways. Mr. Williams explained why some of the following items will be addressed.

- Installation of new HVAC/dehumidification System at the Aquatics Center
- Dedicated cooling HVAC unit for the communications room in City Hall
- Replacement of aging rooftop units the Public Works Building
- Replacement of HVAC unit for 3rd floor of the Municipal Building
- Upgrade/installation of control systems in multiple facilities
- Water conservation measures in nine city buildings
- Energy efficient lighting system throughout the city facilities

Mr. Williams stated this project will help the City to meet those needs without having to burden taxpayers because again, it is a self-funding project.

Senior Account Executive Alysa Walker of Schneider Electric Buildings Americas, Inc. stated the City is being a good steward of the taxpayers' money and making the City buildings more efficient. A public hearing is required for the third party financing entity to fund the contract. An advertisement was published in the newspaper on March 27, 2012 which is 15 days prior to the public hearing scheduled for April 12, 2012. The energy savings is a guarantee for the City payments. Basically, the City is using its energy savings as collateral. The City has received a 2.87 percent rate for the financing, and out of the 14 years she has been working, she has never known one to be under 3 percent. A finance resolution is needed, which is an acknowledgment by the City Council that the City intends to enter into an installment-based finance agreement in which all costs payable will be covered by the savings that result from the project. The City of Greenville will only be responsible for the application fee required by the Local Government Commission. Also, a governing body resolution is needed authorizing the City to apply for the mandatory approval of the Guaranteed Energy Savings Performance Contract by the North Carolina Local Government Commission. The completed Investment Grade Audit has been turned over to the City's third party engineer for review and changes will be returned to Schneider Electric on April 20, 2012. These three items are required on April 20, 2012 and



Schneider Electric will be submitting this information as a packet to the Local Government Commission by April 25, 2012. Typically, the Commission has 35-45 days for review and the Commission will vote in June 2012. The City will have the authority to enter into contracts after the Commission gives the City approval. Mrs. Walker provided the City Council with a schedule and stated that Schneider Electric is targeting the City's project to begin the week after July 4, 2012.

Council Member Joyner asked if the loan with the 2.87 rate is already approved.

Ms. Walker responded Schneider Electric met with the City of Greenville Financial Services Department and City Attorney's Office and discussed different entities that do performance contracting on a regular basis and local ones that would like to participate. Requests for proposals for financing were sent out to multiple financial institutions with the requirement being 3, but 6 or 8 were done to make sure that Schneider Electric was being a good steward for the City of Greenville. A rate of 2.87 was received from an entity and the bid results have been submitted to the Director of Financial Services Bernita Demery. The loan will be in the process of approval and the 2.87 rate can be locked in.

Council Member Joyner asked if the energy savings is being guaranteed at \$300,000 and only \$250,000 was saved, does Schneider Electric pay the City the difference of \$50,000.

Ms. Walker responded a check in the amount of \$50,000 would be written payable to the City of Greenville for that year. Every year the energy savings is missed, a check would be written. There would be remotely and onsite monitoring to make sure that the City is receiving that \$300,000 energy savings.

Council Member Joyner questioned what happens if Schneider Electric goes out of business in the next three years. Also, he asked if Schneider Electric is bonded, and who is guaranteed in the next 12 years.

Ms. Walker responded if someone would purchase the business that person would have to purchase the contracts and guarantees as well. Schneider Electric has been in business for 100 plus years and is bonded.

Council Member Joyner asked who tracks the savings and how often.

Ms. Walker responded the City has a third party engineer who is reviewing the savings presently. Schneider Electric follows an MVP (measurement and verification protocol) which is an international protocol.

Council Member Joyner asked how often is the tracking done.



Ms. Walker responded tracking can be reported monthly or quarterly, and it has been talked about doing the energy savings tracking at least quarterly.

Council Member Mercer questioned who would receive the energy savings tracking information.

Ms. Walker responded that typically, the Public Works Department would receive the information, as well as those who request the tracking information. The MVP would be actually on the City's utility billings, which is unique, to guarantee the savings.

Council Member Joyner requested staff to send copies of the energy savings tracking information to all of the City Council Members. Council Member Joyner asked how do Staff and the City Council know that the City is receiving a compatible price for the work done.

Ms. Walker responded that the City has a third party engineer who is used to doing performance contracting and checking Schneider Electric on pricing. Also, Schneider Electric tries to work with people who have already worked with the City. Their company has a lighting group to make sure of energy efficiency and high standard work. Schneider Electric is working with the City's third party engineer.

Council Member Joyner stated that anytime the City is spending \$30,000 or more it has to be put out there as a competitive bid.

Ms. Walker responded that Schneider Electric has the City's contract as a partner.

Council Member Joyner stated that he is concerned about the services contract amount. The City might be able to get someone to provide the same services for \$20,000.

Interim City Manager Moton stated one element that was alluded to earlier was the guarantee for the best or competitive price, but who is to get the price to do the work at a quality level. The other component is that staff is knowledgeable about the cost of construction. Another element is the third party engineer oversees the prices, but the City has its own engineering staff that understands the value of services. Simply because Schneider is doing the work does not mean that staff will stop looking and examining the costs of the project.

Council Member Joyner asked if Schneider Electric is going to do the work.

Ms. Walker stated that Schneider Electric will be doing part of the work and will be subcontracting other parts of the work.



Council Member Mercer asked how will local businesses be included in this project.

Ms. Walker stated that Schneider Electric has gone through that process with the City's engineering group and is trying to use local businesses that meet the qualifications for working with Schneider Electric. The local businesses would be required to meet bonds.

Council Member Joyner asked how will minorities be included in the process.

Ms. Walker responded that Schneider has received an award in Houston this past year for most minority participation in projects and always go above and beyond of having minorities involved in their projects. She is unsure of the percentage of minorities on this project.

Interim City Manager Moton stated that they could have Schneider to provide that information as a supplement before the Thursday, April 12, 2012 City Council meeting.

Council Member Blackburn asked if it is correct to assume that Schneider Electric acts as a contractor in this project.

Ms. Walker stated that to be correct.

Council Member Blackburn asked if the Schneider Electric's professional fees are included in those overall costs.

Ms. Walker stated that to be correct.

Council Member Blackburn asked if Schneider Electric did a RFQ (request for quotation) and it was approved and once that happened, was a competitive bid process no longer required for the contract.

Ms. Walker stated that Schneider Electric went through a proposal process which is required.

Mayor Pro-Tem Glover asked whether they have any African-Americans working with Schneider Electric.

Ms. Walker replied that they do. East Renewables, owned by Andrews East, is working with them on the renewable side.

Mayor Pro-Tem Glover stated that she would like for Schneider Electric to use as many subcontractors from Greenville as possible to work on this project. With the way the economy



is, Greenville does not need to be sending money out of Greenville. Schneider Electric could sublet some parts of their work out to local contractors.

Ms. Walker stated different parts would have to be sublet as they move forward. Schneider Electric will be looking at individual companies and what personnel can handle the work.

Mayor Pro-Tem Glover recommended that Schneider Electric contact the City's Minority and/or Women-Owned Business Enterprise (M/WBE) Program Division.

Ms. Walker stated during the Investment Grade Audit phase, Schneider Electric worked with the City's engineering group, which provided information related to all of the contractors that the City uses and have used.

Council Member Smith asked about the cost of the application fee to the Local Government Commission.

Ms. Walker responded the application fee was recently increased from \$250 to a \$500 replacement fee so the City will send the money to North Carolina United Treasury.

PREVIEW OF THE CITY'S PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2012-2013 AND FINANCIAL PLAN FOR FISCAL YEAR 2013-2014

Interim City Manager Moton informed the City Council that this item will exceed the 10-minute policy for presentations by staff. Staff anticipates the presentation to be approximately 35-40 minutes.

Interim City Manager Moton, along with Director of Financial Services Bernita Demery, presented the Budget Preview for Fiscal Year 2012-2013 Budget and the Fiscal Year 2013-2014 Plan

Interim City Manager Moton began the presentation with the following information:

The City of Greenville has had a long history of sound fiscal management. In the midst of the recession in 2011, Moody's reaffirmed the City's credit rating of Aa2 and Standard and Poor's also reaffirmed the City's credit rating as AA. These are both outstanding credit ratings for a municipality that does not actually own a utility enterprise. The City's Fund Balance percentage of expenditures as of June 30, 2011 was 29 percent. The City of Greenville has been recognized for 22 years for the quality and content of its Comprehensive Annual Financial Report (CAFR) by the Government Finance Officers Association.





### Economic Conditions

2008 was the start of the Great Recession. There is no debate that this has been the worst recession period in America's history. It has had an impact on individuals, families, businesses and communities. Individuals have suffered either the loss of fortunes or the security of employment. Lines of business that were very profitable were no longer profitable or non-existent. Communities went from providing high-level, quality services to eventual retrenching either laying off employees, cutting back benefits or, in some cases, closing 6-12 library branches just to make do.

In response to the recession nationally, the International City/County Managers Association Governmental Policy Affairs Committee wrote a white paper that analyzes the responses from local governments across the United States in terms of how local governments responded to the recession. It discusses measures taken to adapt and how local governments maintained sound fiscal policy. Because of careful forethought and sound processes already in place, Greenville has been able to weather the recession by responding with mild to moderate changes such as controlling expenses and reducing some discretionary spending.

Greenville uses a 2-year budget. By adopting a 2-year budget, it is necessary to look out far in advance and to be able to turn the ship before a crisis happens. The City uses a target-based budget meaning the revenues that are available are looked at and each department is given spending guidelines based on the funds that are available. High credit ratings are favorable for the City. Greenville has a strong fund balance and some measures in place to reduce spending. In 2009, 2010, and 2011, no merit raises were awarded. Staff recognized a need to delay capital investments. The City maintains a high quality service level that Greenville residents and businesses have been accustomed to for some time.

### Budget Process To Date

The City of Greenville uses a 2-Year Budget and the following is the Budget Process to Date:

- ✓ Revenue Projections (October/Ongoing)
- ✓ Capital Improvement Projects (CIP) Requests (November)
- ✓ Targets Established (December)
- ✓ Budget Requests (February)
- ✓ CIP Presentation (March)

The budget proposed for Fiscal Year 2012-2013 is balanced, meaning the revenues meet expenses. Also, the Financial Plan for Fiscal Year 2013-2014 is balanced using a revenue-neutral process.

At this point in time, the budget does not include a tax increase.



2012 marked the Pitt County Tax Assessor’s four-year assessment of all properties. The net result of the revaluation was a 3.95 percent reduction in the tax base of the City. For single-family homes, approximately 70 percent of the single-family home parcels declined in value, 26 per cent increased in value and 4 percent remained unchanged.

Four cities provided information regarding their 2012 property tax rates in comparison to Greenville’s tax rate (\$.52 per \$100 assessed value). These include Asheville (\$.42), Concord (\$.42), Gastonia (\$.52) and Jacksonville (\$.538).

These cities also provided information for the General Fund revenue-to-population comparison. In general, Greenville’s per capita is \$874 available. The higher the number the more resources are available to serve the community. Data for the other cities follows:

Asheville	\$1,044	Gastonia	\$824
Concord	\$809	Jacksonville	\$651

Asheville’s last reassessment was in 2006. Concord did its last revaluation in 2008. Gastonia’s revaluation was in 2007 before the recession era period began. Jacksonville’s was done in 2010.

One cent on the tax rate for Greenville generates approximately \$590,000. Comparably, a penny in Asheville generates \$1,090,000, \$1.6 million in Concord, \$514,000 in Gastonia and \$340,000 in Jacksonville.

At the City’s last revaluation in 2008, the City’s General Fund was \$65-\$66 million. Over the next few years, it increased to just slightly under \$68 million or 3 percent. In 2010, the budget remained constant even though operating expenses were increasing. This reflects staff’s response to a strained economy and the City Council’s direction to hold down expenses. In FY 2011, General Fund operating expenses increased slightly by 2 percent and are budgeted to increase by 2 percent in 2012. The originally approved budget for the current year was \$70,701,262. The proposed budget for the next fiscal year, which begins July 1, 2012, is \$70,698.875, which is a reduction from the current original budget. FY 2013-2014 proposed plan is \$71,930,133, reflecting an approximate 2 percent increase over the FY 2012-2013 projection.

#### Revenues

Revenues for FY 2013 are projected to be the same as this year:



<u>Revenue</u>	<u>Amount*</u>	<u>% Total Budget</u>
Property Tax	\$31.8	45%
Sales Tax	14.6	21%
Utilities Franchise Tax	5.5	8%
GUC Transfer	5.9	8%
Rescue Fees	2.9	4%
All Other Revenue	6.0	9%
User Fees	4.0	6%

\*Millions

The two major revenue sources for the City clearly are the property tax and sales tax. The utilities franchise tax is somewhat elastic in that it is impacted by weather. Greenville had a mild winter, which lessens the heat demand and therefore decreases revenue.

In looking at property tax, revenue-neutral always starts with the basic premise which came about as the result of states trying to constrain cities from growing and having a tax increase for citizens without changing the tax rate. Staff is projecting \$31.4 in this current fiscal year and that becomes the baseline for determining what is revenue-neutral. County estimates for the tax value of real property as of May 4, 2011 totaled \$5.2 billion. Following the revaluation, that same property was valued at an estimated \$4.8 billion, which reflects a \$341 million loss in value to the City. This is the equivalent of:

- 1,700 single family homes @ \$200,000 each
- 17 “The Province” type Developments @ \$19.7 million each
- 26 “Lynndale” type Shopping Centers @ \$13 million each
- 9 Greenville Malls @ \$38.8 million each

The following table has been used to demonstrate percentage changes in the property values for residential properties.

2012 Revaluation Results				
Result	#Parcels	% Parcels	Average Value	Average % Change
Decreased	16,909	70%	\$157,971	-11%
Unchanged	1,067	4%	\$24,763	0%
Increased	6,343	26%	\$117,929	9%

As early as FY 1988, the City’s tax rate was 63 cents per \$100. In FY 1989, the City’s tax rate declined to .5536 cents per \$100 and in 1996, the City’s tax rate increased to .5936. In FY 1997, which was a revaluation year, the tax rate was reduced to 52 cents. Historically, revaluation



years in the past have always resulted in a tax base growth. This is one of the first times that the City's tax base actually shrunk in value. Interim City Manager Moton summarized the Property Tax Rate History from FY 2004 to FY 2009.

Property Tax Rate History				
	FY 2004	FY 2005	FY 2008	FY 2009
Tax Rate	0.615	0.56	.056	0.52
\$ Change		(0.055)		(0.04)
Revenue Neutral		YES		YES

Interim City Manager Moton reiterated that sales tax is an excellent revenue source, but it is also one that is very elastic and changes rapidly. In FY 2008-2009, the City's actual revenue for sales tax was \$13.44 million and that amount in 2010 actually declined to \$13.29 million. The actual sales tax revenue for FY 2010-2011 increased to \$13.39 million and the estimate for the end of this fiscal year is \$14.17 million. Revenues are expected to grow in FY 2013. Staff feels that there may be issues with the Department of Revenue's accounting and the City may not realize the growth that is expected in FY 2014. That is the primary reason for showing sales tax as being flat in the next fiscal year.

Mayor Thomas asked Mr. Moton to elaborate on that issue.

Interim City Manager Moton stated he would supply more details to the City Council in a written communication at a later date, but essentially, the Department of Revenue periodically makes adjustments and discoveries such as the Department remitted too much money or remitted money to someone else.

Council Member Blackburn asked why is the City not doing a full revenue-neutral rate.

Interim City Manager Moton responded that even though the economy is recovering, individuals' finances have not fully recovered. Staff is trying to mitigate the amount of increase necessary to maintain a balanced budget and continue to deliver the services that are expected. Greenville's financial situation is such that it is coming out of the recession and can make adjustments looking this far ahead. If the City Council adopts the revenue-neutral tax, many residents whose property declined in value would still see an increase in the amount of tax paid. By adopting a tax rate of 54 cents, there the City will experience a slight reduction in revenue. If the City maintains its 52 cent tax rate, there will be a reduction in property tax revenues of approximately \$2 million. Difficult decisions would have to be made about how to compensate for that reduction.



Council Member Blackburn stated as a taxpayer she will be affected by this. There will not be another revaluation for 4 more years and the City Council can apparently change the rate. Her concern is that the City has infrastructural needs such as streets, buildings, recreation and parks but the City is cutting back on its ability to meet those needs. Council Member Blackburn asked if the City takes the risk of falling further behind at the current tax rate.

Interim City Manager Moton responded that overall revenues are better than last year and the goal is to balance the big picture. The costs of other services are going up and the City is not getting ahead on its significant capital improvement needs. A budget at less than the revenue-neutral rate will certainly be a maintenance budget. Cities across the country have had to make these kinds of decisions and have used a combination of reduced spending, fund balance, and other user fees in lieu of changing the tax rate. The City Council could perhaps look at a different tax rate or better reliance on user fees whereby those that benefit from a service pay some of the cost. There are a number of the examples where the City does not currently recover costs to the degree that it could.

Council Member Blackburn stated that she opposes user fees because they are a form of regressive taxation. User fees are not how she would like see the City recover revenue.

Interim City Manager Moton stated that one of the interesting points about user fees is that it is one of the mechanisms that prohibit people from over consuming. The City's property tax only provides 45 percent of the City's General Fund. That means that the remainder comes from somewhere else. In many cases, not every consumer is a user of every service that the City provides. In special cases, user fees are an appropriate mechanism to provide value and cover cost of services, i.e. recreational programs or a special field trip.

Mayor Thomas asked if Mr. Moton had information on how many of the parcels that experienced an increase in tax valuation were commercial versus private homes.

Interim City Manager Moton responded that data provided does not include commercial or service properties. It was focused solely on residential properties and the impact on homeowners. He stated staff may be able to get the commercial data.

Council Member Mitchell asked if Mr. Moton had information on property tax rates for surrounding communities.

Interim City Manager Moton responded that the State provides information regarding surrounding communities. Ayden's tax rate is currently is 50 cents. Farmville's tax rate is 49 cents. Winterville's tax rate is 45 cents. He cautioned that part of a tax rate reflects the services provided. Greenville is a provider of recreational and cultural resources, as well as



activities for the entire County. Certainly Winterville, Ayden, Farmville, Simpson and Bethel are fine communities, but they are not situated to provide the same level of amenities for Pitt County residents that Greenville does. The City provides services that benefit the whole County in many ways. Greenville's recreational facilities are not restricted to just Greenville residents. Sheppard Memorial Library system is a foundation for the countywide library network and without it, there would not be libraries in Winterville or Ayden. In Greenville, the tax rate is a little more, but the taxpayers receive substantially more in their level of service.

Council Member Mitchell asked about appeals to the revaluation, and whether those were significant enough to impact the City's numbers.

Interim City Manager Moton stated that staff will get an update for the City Council, but from information gained at a meeting with County Manager Scott Elliott and Tax Assessor Kathy Booker, he estimates about 5 percent of residents will appeal and could achieve a reduction.

Council Member Joyner expressed concern about receiving this information on the night of the meeting. He stated he would prefer receiving the information at least a day in advance to allow time to review, consider comments, and prepare questions. He stated he has made this same request for the past four years.

Interim City Manager Moton stated the information was finished around 5:00 p.m. today. Staff's pledge will be to work in a different way going forward.

Council Member Joyner stated this is the way it has been done for the past four years. In the future, he will make a motion to pull the preview of the budget off the agenda and place it on the next meeting agenda.

Interim City Manager Moton stated that staff wants to meet the City Council's expectations. A meeting is scheduled for Thursday. Staff can complete the presentation this evening, Council Members can review the material, then discussion can be added to the Thursday agenda. He suggested Council Members send their questions to staff prior to Thursday to insure responses are complete and efficiently delivered.

Director of Financial Services Demery summarized the expenses in the budget.

#### Expenses by Type

Personnel expenses remains at 67 percent and is the largest part of the budget. Operations & Capital Outlay is 21 percent. The capital improvements were presented to the City Council at the March 2012 meeting and the expense is 4 percent of next year's General Fund budget.



Contingency, Indirect Cost, OPEB, and Transfers is 8 percent. The largest transfer is the transfer to Debt Service and there is a transfer to Sheppard Memorial Library. For FY 2012, the budget with the FY 2013 expenses are about identical at \$70.7 million and that is what the revenue neutral tax rate and it does include the 1.2 percent growth. There are some revenues that went down and that is a larger picture.

#### *Personnel Adjustments*

Salary adjustments that are in the proposed 2013 and 2014 budget will be 2 percent for market. The only market increase in the last four years was in August 2011 at 1.2 percent and the City will also reinstate the 1.5 percent merit pool which has not been in the budget for the last four years.

#### *Health Insurance*

Health insurance increases for 2013 are estimated at 4 percent and for 2014 that would be 8 percent.

#### *Major Adjustments Since 2008*

The largest major personnel expenses change has been the Public Safety positions. The City has added 20 positions since 2008 in public safety including 12 firefighters through the SAFER (Staffing for Adequate Fire and Emergency Response) Grant, 8 police officers through the COPS (Community Oriented Policing Services Grant) and the General Fund funded 1 Information Technology position.

#### *Absorption of Grant Expenses*

The issue with the Grant Expenses and those 20 public safety positions would be that those grants will go away. An extension was received last week for the SAFER Grant and those funds would last until 2013 and the COPS Grant would last through 2014. The General Fund would have to pick up this close to \$1 million in costs after 2014.

#### *Position Request*

A total of 31 positions were requested, but speaking for all of the departments there is some pent up demand for positions.

#### *Operations*

Staff has proposed within 1 per cent next year for Operations based on those revenues. For FY 2014, the increase would be around 5 percent. There has been an average of 4 percent per year for major operations expense changes since 2008, i.e. fuel cost has gone up over the last 4 years, maintenance of buildings, additions of building causing increased maintenance and the older buildings are the higher the maintenance costs are.

#### *Increase to OPEB (Other Post-Employment Benefits)*

The OPEB Retiree Health amount will go up by \$50,000 each year over the next 2 years.



### *Transfers*

Expenses for Transit will go up substantially on 2014 because the City was able to use some of Transit's fund balance. The City's expenses for capital improvements will have decreased next year by 45 percent and only half is being done compared to what is normally done.

### *Unmet Capital Needs*

The plan for the first year is 43 percent less than the City's 5-Year Plan and in the second year it is 68 percent less.

### Other Funds

Transportation may go up by 22 percent in FY 2013 and there will be no change in FY 2014. Fleet maintenance continues to go up because vehicles are required for an additional 20 public safety employees. That cost will continue to increase. Sanitation costs will continue to go up. From the benchmark study and what was said previously, sanitation is an inefficient service when it comes to delivery to citizens but it is a decision that the City of Greenville has made. There are no proposed increases in next year's budget for Bradford Creek Golf Course and less than 1 percent in 2014. Stormwater is projected to go down and that is mainly because of the capital improvements that will be less next year and then may be proposing some fee changes and some additional capital improvements for 2014. In regard to housing, grant funding has gone down because of the federal budget cuts.

### *Financing Options*

Financing options are things that are in the Capital Improvement Program that could be considered for a long term financing. Each \$1 million will cost the City about \$80,000 annually for 20 years.

Overall, the expenses of the City

- Will Continue To Grow as the City Grows
- Employees remain the Greatest Expense and the Greatest Asset
- Operational Growth in expenses averages 4 percent per year including the expenses for 20 new public safety officers
- Total Capital Met Needs are at \$18.2 million with the bulk of that being Federal Funding and Unmet Needs at \$89 million
- New Capital Improvement Plan (CIP) Decreases Capital by 60 percent in the First Two Years.

Council Member Mercer asked with regard to departments being cut, he recalled that in the downturn in the economy that every department was charged with reducing expenses by 2





percent, and that was done with the City Council's approval. Council Member Mercer asked is that correct.

Director of Financial Services Demery responded that to be correct. That is how staff ended up with financial positions still being in this economic session. That is how we ended with not having to lay off people and not having to cut back any more than they did. There was 2 percent set aside by the departments and that ended up rolling into fund balance.

Council Member Mercer stated while it is not a cut in expenses in a technical financial accounting sense, this City Council took on a huge OPEB issue and that in a sense is a way of talking about cutting our expenses down the road.

Council Member Blackburn stated her question is probably as much of a philosophical and policy question. She really poses her question to staff and her peers on the City Council. The City's capital funding, which was already again barebones, is going down 60 percent. She cannot see how the City is going to avoid falling behind. Council Member Blackburn asked when is the City going to be able to do the capital work that is needed and they need to do and how will it be funded.

Council Member Mitchell stated that he is sure that when they go through this budget process, there are no departments saying that they want to reduce their staff costs by 2 or 3. It is like everyone is giving their wish list. Council Member Mitchell asked Is there a culture to look inward and say how the City be more efficient how can the City save a \$1 million this year as opposed to how much more can be gotten out of it.

Mayor Thomas asked how do you try to encourage that culture.

Director of Financial Services Demery responded departments receive the same money and their expenses have gone up. Fuel, maintenance and everything related to operating a business has gone up. The City is a large business, but the departments are getting the same money so the discretionary spending has be cut and the departments are making those cuts. That is more a management part of just cutting individual line items. That is the policy of how much capital is done, and how the City operates. For example, there is a vehicle idling policy for the Police Department due to fuel costs for how they implement that policy. There are several things that are going on with a larger budget department, and Staff probably could do a better job of updating the City Council of where those cuts are and defining them more.

Council Member Mitchell stated that in certain areas, the City competes with the private sector. The City might have had good ideas when starting them, but things have changed like Bradford Creek Golf Course. A study in the newspaper stated that a city of the size of Greenville should



have one and there are several golf courses in Greenville. When the Aquatics & Fitness Center was built, there was one other fitness center and currently, the fitness centers are located throughout the City. Those things are not likely touched because people become attached to them. Council Member Mitchell asked are there any areas that the City can probably save money by not competing with the private sector.

Interim City Manager Moton responded what is referred to as being competing; he perceives it to be what a full service high quality community offers. In many ways, we have aspirations as a community to be recognized as 10<sup>th</sup> in population in North Carolina. People look at high quality communities, what makes them unique and full services. Two benchmarks, Asheville and Concord are high quality communities that have the full gamut of municipal facilities, recreational facilities, etc. There are different market segments for every golf course and some people will go and some will not go to municipal golf courses no matter what. There is a number of those that are quite attractive, but it is also what makes Greenville become the jewel of the east. If Greenville is going to be a regional hub or jewel of the east, it does offer these high quality services. Greenville has a science museum that offers services to 26 counties in the eastern part of the State. Those counties do not pay to support the science museum, but it is a benefit for Greenville to have people to visit. Greenville hosts the Beast of the East Soccer Tournament which is at the Bradford Creek soccer facility. Sheppard Memorial Library is here, but the City is able to leverage those resources by working with other communities. Greenville's baseball and softball complexes are some of the best in the State. Greenville across-the-board has never been a second class place and what it provides in terms of services is first class. To answer the question, the City can cut them in certain areas.

Council Member Mitchell stated the golf course is well-rounded, but it is losing money. The Aquatics & Fitness Center is fallen apart, but citizens can go to Viquet or Fit for Life and watch television while exercising. Golfing at Bradford Creek is not free and the green fees might be \$5.00-\$10.00 cheaper than golfing somewhere else. Membership at the Aquatics & Fitness Center is not cheap compared to another fitness center's fee of \$9.00 monthly. While Greenville has these services, other entities provide the services probably at a much cheaper rate. Citizens should be aware that the City might have to raise the budget to continue to pay for these services. Different sports amenities that are free for citizens is one thing but others that are out of reach to the citizens because they have to pay money.

Interim City Manager Moton stated that is certainly something to consider and is undebatable. Bradford Creek Golf Course has a private sector component and a long history of making golf accessible for people with average and modest means. A country club historically has not been the place where that could be found. Municipal courses have really ushered in when the face of golf changed. The City can do without a golf course. There is probably not another facility like the Aquatics & Fitness Center that offers a full gamut of services including a heated indoor



pool and indoor gymnasium. Also, there are programs that are focused on seniors. One of things that happen when you have recreational facilities is those facilities generate their communities and when people go to these facilities that is their home. That feeling is not at the private sector facilities because it is a private component. There are long term customers at the Aquatics & Fitness Center and these customers will continue to go there even though there are other options. The condition of the Aquatics and Fitness Center obviously was exacerbated by delaying the decision to take ownership of the facility. For some time, the City was leasing the facility to Eastern Carolina Vocational Center, Inc. In 2007, the City began reinvesting in the Center with major updates. More maintenance is required but the Aquatics & Fitness Center is a high quality facility serving a population in Greenville where there are no fitness centers.

Council Member Joyner asked, how much is the City paying per year on debt.

Director of Financial Services Demery responded approximately \$3.9 million.

Council Member Joyner asked where is Staff getting the numbers from for health insurance.

Director of Financial Services Demery responded the renewal is January 1, 2013 so the City already has the increases that were effective 2012-2013. The only increase will be January 2013. It will only be 4 percent for next year over this year's budget.

Interim City Manager Moton responded the 8 percent is generally the medical trend, and staff has been out pacing doing better than the medical trend or medical inflation of 8 percent. For FY 2012-2013, that is the rate increase that only goes in effect in January 2013. The Health Insurance Program works from a calendar year and not a fiscal year. The cost of health is estimated so far out in order to hedge against unknown risk and part of the risk is time. That number is conservative and should be when looking that far out meaning staff is not going to minimize it and it may come in better.

Council Member Joyner stated that information that he has seen indicate that for 2012-2013 the medical trend is 7 percent and for 2013-2014, the medical trend is 13 percent.

Interim City Manager Moton stated that those numbers sort of parallels the City's numbers in terms of the first year is half of the second year. One of the benefits is Greenville has a strong Wellness Program and is self-insured so the City has minimized some of the cost. The City ensures its own health risk which is a tremendous saving. The City does not have the markup when you have private insurance. The other part is every month staff monitors the employees' medical and dental claims, employees are doing a better job of utilizing medical care and the City tries to make medical care more affordable. Last year, when the City Council approved that generic drugs for chronic illnesses could be free, that made it possible for employees not to



forego compliance with their pharmaceutical plan. That will lead to better health outcomes. Health risk assessments are done annually and biometric screenings give a better understanding of what the City employees' needs. The City began to program wellness of activities that address cost issues that employees confront which is hypertension, obesity and inactivity.

Council Member Joyner stated he agrees that the City needs more firefighters and police officers. Council Joyner asked are these the same type of grants that the City received years ago that covered the first year costs and the second and third year the City paid the costs.

Interim City Manager Moton responded that to be correct. Both of the grant programs have been beneficial for the City because the police officers and firefighters are hired at one time and the City gradually absorbs the costs.

Council Member Joyner asked how long are the grants for.

Director of Financial Services Demery responded some of the grants have been for five years and others have been for three years. The SAFER Grant, the City maintains the officers for one-year after the grant ends which is part of the grant contract.

Council Member Joyner asked how many of the 12 firefighters are paid for the second year.

Interim City Manager Moton responded that it is a gradual reduction.

Director of Financial Services Demery responded in 2010, the City received \$445,000 and then in 2011, the City received \$416,000 and \$260,000 is projected for 2013. The City's amount of that funding is decreasing.

Council Member Joyner asked are the City departments requesting 31 positions in this budget.

Director of Financial Services Demery responded that to be correct.

Council Member Joyner stated the original information that he received indicated that the cost to build the Intermodal Transportation Center is \$6 million. In the Budget Preview information, the cost is \$11 million and the City pays 10 percent. Council Member Joyner asked where is the extra \$400,000 shown in the Budget Preview information and is the cost for \$250,000 for operating the Center in the budget.

Interim City Manager Moton responded no and stated that these budgets reflect the costs that the City is expected to incur next fiscal year and then the second fiscal year. The costs of the



Intermodal Transportation Center would also be determined by the final site selection, purchase of the land and the design however the community deems fit. The additional programming depending upon on the facility there are federal grants that would pay 90 percent of it. The City Council has set aside \$635,000 some of which has been used, but whatever point of time that construction begins the City would have to program some additional funds should the amount exceed the City's 10 percent currently available.

Council Member Joyner asked did the City have a budget surplus last year and if so, how much.

Director of Financial Services Demery responded it was about \$1.5 million.

Council Member Joyner asked under the Unmet Capital Needs what percentage of that is a need and what percentage of that is a want.

Director of Financial Services Demery stated staff provided the City Council detailed sheets for each project defining what the specific project would be for the City of Greenville including when it would come to fruition, why the department needs it and what service it would fulfill.

Council Member Joyner asked so all of those are needs and none are wants.

Director of Financial Services Demery responded the software system is a dire need. The City has been 20 years without a new software system and the software that staff is currently using is archaic.

Council Member Joyner stated during the budget process, it is the City Council's job to bring up things and discuss them. Some of these items are easy to talk about and others are tough. He was informed that a new roof and new greens are needed at the Bradford Creek Golf Course. Greens are \$700,000. He does not see the new roof in the budget anywhere. Two or three years ago, the City paid off \$1 million out of the General Fund and that was the balance owed for Bradford Creek Golf Course. There are costs that are not showing in the budget and these are costs that the City will have to incur. Council Member Joyner asked staff to contact Greenville Country Club about the costs of new greens.

Interim City Manager Moton stated the amount of the debt actually that Bradford Creek Golf Course had to retire to the City Council was approximately \$340,000. The rest of it was accounting to recognize that the past year subsidy or the amount that was owed back to it so the debt service was not \$1.5 million. The balance was going to be paid off in about 2½ years.

Council Member Joyner asked what was total.



Interim City Manager Moton responded that number of the actual final payment was that it was going to be paid off in about 2012.

Council Member Joyner asked what was scheduled on the books because those were numbers that were carried over to previous losses. It was supposed to be an Enterprise Fund which pays for itself. He is not saying that the City have to close Bradford Creek Golf Course, but they have to determine if there is a better way to keep it out there.

Interim City Manager Moton stated staff has done a long term capital needs assessment of Bradford Creek Golf Course. Fortunately, the roof was repaired this year after Hurricane Irene While it is ideal to update and replace greens every 15 years, the City has done away with a lot of things. The City has tried to stretch resources and the life of many of the facilities well beyond what is recommended because the monies are not there.

Council Member Joyner asked how old are the greens at Bradford Creek Golf Course.

Interim City Manager Moton responded 9-10 years with the City having probably 6 years left to replace the greens.

Council Member Joyner stated in regards to the total capital needs met are at \$18.2 million and unmet needs \$89 million, some of them are not unmet needs and are unmet wants.

Director of Financial Services Director Demery stated that the remaining budget schedule is as follows:

Remaining Budget Schedule

Remaining Budget Schedule

- |                         |                                     |
|-------------------------|-------------------------------------|
| • May 5 <sup>th</sup>   | Budgets distributed to City Council |
| • May 10 <sup>th</sup>  | Budgets presented to City Council   |
| • May 24 <sup>th</sup>  | City Council budget review          |
| • June 7 <sup>th</sup>  | Public Hearing                      |
| • June 10 <sup>th</sup> | Consideration of Adoption of Budget |

Council Member Mercer stated that the City has a vehicle replacement fund that was put in place many years ago. Council Member Mercer asked is there a building maintenance fund in the budget.

Interim City Manager Moton responded stated it is not in the presentation. It is expected to happen this year. The vehicular fleet maintenance fund was created when the City was in a



growing economy, and surplus funds at the end of one fiscal year was used that as seed money. It was about \$2.5 million. The concept for the major buildings maintenance and renovation fund, it will not have seed money. Staff is using current revenue at least so that the City Council and community can see that these are the funds that were expended toward maintaining the City's facilities. While there is no seed money in the fund, at least at this point and time and unless staff receives direction from the City Council, the City will have a fund next year that will a few hundred thousand dollars in it each year. That will at least show the City Council where the investments are being made on the facilities, but over time, it is the intention to begin building that fund up.

Council Member Mercer stated this is an extraordinarily fiscal responsible way to go, and he would encourage staff to fund that more than just putting the category in there.

Council Member Joyner said he thought it was funded as they went along.

Council Member Mercer said go as you pay that is what the City is trying to get away from.

Interim City Manager stated the City is certainly doing pay as you go. The long term vision is to begin putting away money over time based on the expected end of life cycle for major systems, air conditioners, roofs, etc. In this particular economic climate, working with constrained revenues, the money could be taken out of some other areas, i.e. fund balance or capital reserve undesignated. Hopefully, in the next two-year budget cycle, the City will be in much better condition to have a system in place that will allow to allocate costs based upon users occupying facilities and space.

Motion made Council Member Joyner and seconded by Council Member Mercer to have Staff to show the City Council a budget without any tax increase, a budget with the \$.52 tax increase as well as one with the \$.53 tax increase that is going up to the proposed \$.54. Motion carried unanimously.



## NORTH CAROLINA CONSTITUTIONAL AMENDMENT ONE – APPROVED TO OPPOSE AMENDMENT ONE

Motion was made by Council Member Mitchell and seconded by Mayor Pro-Tem Glover to move this item next on the agenda. Motion carried unanimously.

Council Member Joyner stated this is a State issue and not a City Council issue. The people of Greenville and North Carolina will have the opportunity to vote on Amendment One. Motion was made by Council Member Joyner to encourage the people of North Carolina to vote any way that they want to vote on Amendment One.

Council Member Blackburn stated that customarily when a Council Member has requested an item to be added to the agenda that Council Member is invited and allowed to speak on that item before motions are made.

Motion was withdrawn by Council Member Joyner.

Council Member Blackburn stated in the strongest terms possible, Amendment One is a local issue. If approved, Amendment One will change everything about how business is conducted as a city from personnel decisions to police protection. It prohibits North Carolina from recognizing civil unions and domestic partnerships. It is between men and women. Even though many couples already rely on these protections, nine cities offer benefits to couples. These rights would create far reaching and long lasting harms for families of all kinds. Amendment One was proposed by State legislators who, instead of concerning themselves with the urgent issues of schools, jobs and economic development, decided to add amendments to the United States Constitution. Two state laws already prohibit so called gay marriage between two people of the same sex, so this amendment is not needed. Instead it is an attempt to heap yet more public shame on people who already deal with enough. Homosexuals, Gays, Lesbians, and Transgendered people must endure bullying when they are young and discrimination, hate and marginalization as adults. Teen suicides are linked to the feelings of isolation and disgrace felt by young gay people. Children of unmarried parents could lose healthcare benefits or worse could be removed from their homes whether their parents are gay or straight. It strengthens domestic violence laws protecting victims from harm from their partners and could be used as legal defense to shield the attackers from charges. It would mean less protection for children, women and the elderly, people who are already vulnerable. It would require senior couples to marry or lose their legal protection as couples. Council Member Blackburn urged her peers on the City Council to support a resolution opposing Amendment One so that as a City Council, they can preserve their ability as a government to recognize all partnerships. Most importantly to send a clear signal that the City Council does not endorse hatred. The legal recognition of partnership is vital to these individuals and affords them the dignity and





statutory protection to which they are entitled. Tonight, the City Council is discussing an amendment that does nothing to change the condition of our State laws, which already has two laws banning marriage between people of the same sex. Fallout from this amendment would be devastating for all. Amendment One is a human rights matter and the City cannot afford to be on the wrong side.

Motion was made by Council Member Blackburn and seconded by Council Member Mercer to adopt the resolution in opposition to North Carolina Constitutional Amendment One.

Council Member Mercer stated marriage is a religious sacrament, not a legal one, and laws pronouncing on the subject of who can be married are completely unnecessary. The First Amendment says that congress but extension of other jurisdictions shall make no law respecting the establishment of religion or prohibiting the free exercise thereof. There should be no law legalizing or for that matter illegalizing any kind of marriage. The concept of legal marriage is parasitic on the real concept i.e., a religious sacrament. In other words, the government should stay out of areas where it has no business being and a religious sacrament is one of those. Some people say that if the State acknowledges gay unions or marriages, it will somehow tarnish the sanctity of marriage. That logic, however, implies that the State can somehow bestow holiness to a union, and that is just fundamentally untrue. It is hard to find a more prominent conservative thinker in our State than John Hood, head of the John Locke Foundation. If he understands him correctly, Mr. Hood stands with him on this point of resisting inappropriate government interference in our lives. There is some good chance that possibility for economic development may be negatively impacted by this amendment. Experts in economic development know well the work of Richard Flaud on the created class and issues of competitiveness in the labor market. Council Member Mercer stated he has a concern on a somewhat narrow issue having to do with domestic violence and shared his experience many years ago in Johnston County. He teamed up with Church leaders and civic and mental health leaders to start the harbor rape and spouse abuse program in that County. In that community service work, he saw a big hole in the law made when a drunken husband threw his girlfriend into the wall. This amendment may invalidate domestic violence protections and to extend this family point, it may undercut child and visitation rights designed to protect the best interest of children. In order to protect marriage, which he believes in, and to protect the church and he is a churchman, he says that they keep the State out of his personal and religious life.

Council Member Mitchell stated North Carolina is the last state in the South to bring up this initiative, which is one of the reasons why North Carolina is one of the progressive states in the South. This is more of a partisan issue and the Greenville City Council is a nonpartisan governing body, but he feels personally, Amendment One sends North Carolina back to the stone ages and causes controversy. It is the same as having laws against interracial marriages, and it is archaic and has no place in society. He feels very strongly about not having this



initiative passed in the State. Gay people should have their own pursuit of happiness and others are trying to put this type of hatred in the State's Constitution.

Council Member Smith stated she dislikes the vagueness of Amendment One, some of the ramifications on women and the part about the discrimination. There is a lot of restricting that one cannot see because of its vagueness. Everybody should be treated equal as the Constitution says. Government is beginning to infringe and she is asking what will be next.

Mayor Pro-Tem Glover stated it is not local government's decision to judge what individuals choose to do in their lives nor should the North Carolina legislature be the ultimate judge. On Election Day, everyone should vote their own convictions and Amendment One makes North Carolina further away from being civilized. There are other rules on the book for North Carolina that have been there for years and the legislators should be looking at them that are basically unconstitutional and unfair to different races and sexes. She is surprised that the legislators would spend time to work on this issue.

Motion passed with 5:1 Vote. Council Members Blackburn, Smith, Mitchell and Mercer and Mayor Pro-Tem Glover voted in favor of the resolution to oppose Amendment One and Council Member Joyner voted against the resolution.

#### OPTIONS FOR REFUSE AND RECYCLING COLLECTION FOR THE PUBLIC WORKS DEPARTMENT, SANITATION DIVISION - APPROVED

Sanitation Superintendent Delbert Bryant stated Greenville is the only city among the ten largest cities in North Carolina offering a backyard service option. According to the University of North Carolina School of Government Benchmarking Project, Greenville has the highest cost per collection point and number of employees per 1,000 residents. From past history, the rate of conversion is impacted by the amount of the fee increase. Other cities have reported that the largest budgetary savings are achieved through reducing personnel as service converts to curbside. Operational efficiency improvements are limited until full conversion to curbside is completed.

Sanitation Superintendent Bryant summarized the past six years of the City's conversion from backyard service to curbside service stating in Fiscal Year 2008-2009, there were 1,125 conversions and that high number is associated with a fee increase that occurred that year. In Fiscal Year 2010-2011, there were 1,190 conversions when staff wrote letters to backyard customers explaining their options and customers took advantage of the curbside rate. Two hundred eighty-seven (287) is the amount of conversions that have taken place from July 2011 to December 2011. The overall average for the past six years is 638 conversions per year, and



this year, the Sanitation Division expects to reach that rate with 287 being at the midpoint so far.

Sanitation Superintendent Bryant stated there are two options:

1. Maintain Division's current structure and raise fees sufficient to cover expenses.
2. Immediate conversion to all curbside

Some of the challenges of the options are reduced revenues from the conversion from backyard to curbside. The first year impact in the complete conversion is that all of the revenue would be lost from the backyard service. There will be service and workforce adjustments. Personnel will face citizens' concerns about reduced service, having to roll a cart out for service, fee increases and how the program works. Code Enforcement will be involved with how garbage, refuse, and other items are placed out for pickup. In addition, under the current system, roll-out containers are owned by the citizens and not by the City.

Sanitation Superintendent Bryant stated that Option #1 is grandfathering the existing backyard customers. All new utility customers will receive curbside service and will not have the option to have backyard service. Customers will still purchase their own roll-out containers, if their decision is to convert to curbside. Currently, the City has 5,500 backyard customers. Full conversion to curbside will occur in 5-10 years. Option #1 is a gradual conversion to automated collection and a reduction in the workforce over 5 years. In the first year, net impact on the Sanitation Fund is \$75,000. The net impact is cumulative and revenue is affected by rate increases. An information packet will be mailed to existing backyard customers explaining their solid waste service options and current fees. The condition of acquisition of a roll out cart will be continued. Citizens could pay in full or make installment payments over a period of time. Staff will monitor the conversion from backyard collection and will adjust fees, personnel and trucks to accommodate growth.

Sanitation Superintendent Bryant stated that Option #2 is an immediate conversion to curbside collection. Backyard service customers must purchase a roll-out cart from the City of Greenville within a specific time period. Option #2 initially results in approximately a \$1.1 million loss of revenue due to the difference in backyard and curbside rates.

Motion was made Council Member Joyner and seconded by Mayor Pro-Tem Glover to approve Option #1 with the 5- year grandfathering.

Council Member Joyner asked if the City would change from a \$9 rate to a \$13.44 rate, what is the effective date, and if the route does not change, what happens.



Interim City Manager Moton responded on July 1, 2012, one way or another rates will have to change.

Council Member Joyner asked will the City Council vote tonight on changing the rate or will that be done during the budget year.

Interim City Manager Moton responded Sanitation Superintendent Bryant is presenting the options and what the proposed fees will be. When the City Council adopts the budget and sets the budget for the Sanitation Division, the City Council will also set the rates.

Mayor Thomas asked is the remainder of the citizens subsidizing that backyard service with the fees being paid for normal curbside service.

Sanitation Superintendent Delbert responded it is hard to define and say that to be correct. The City's fees were set years ago to take on the extra personnel required for the backyard service, but it is really a fine line on exactly what the backyard service costs. Staff knows that backyard service cost more than personnel and equipment to do it.

Interim City Manager Moton responded how precise staff could be in terms of the cost of backyard service is not available at this point and time. Staff knows that with curbside collection if a citizen does not roll the container out on the street, personnel passes the house. With backyard service, the Sanitation Division employees are required to walk in every backyard to check containers. Refuse rates actually include refuse, recycling, yard waste and vegetation, bulky items and collection of white goods. Backyard service is a separate line of business which could be packaged and a private contractor could provide service for those 5,500 accounts. In other communities that level of service is very expensive.

Council Member Mercer asked logistically what are the possibilities of getting the cost of backyard service in terms of Staff time, could it be done to address the subset of citizens who want this service and would that be a way of getting at the actual cost.

Interim City Manager Moton responded that would be a way to get the actual cost. The Sanitation Division has three lines of business, multi-family which is probably most efficient to collect; curbside being the second most efficient; and the backyard which is costly, but it is also a luxury level of service. The total package of service would be any of the refuse that is included in the monthly rate and refuse collection is more than the pickup of garbage. It includes unlimited leaf, branches, furniture, and white goods collections. Most cities have a defined unit of service for a basic fee. For instance, refuse collection includes two or three containers maximum and a maximum amount of 10 minutes are spent with yard waste collection. The Greenville vegetation driver and staff could spend 20 plus minutes to an hour at



a location. Other cities allow only one sofa per collection, but in Greenville residents put out multitudes of items for collection. It is not easy to say what is the basic rate to do backyard, but it is the total bundle of services. A firm could come in and give staff an estimate of what it cost to service those accounts in their entirety.

Mayor Pro-Tem Glover stated all of the cities that have contracted services are subsidized with general funds.

Interim City Manager Moton stated when thinking about user fees, very few of the public services are purely just for the benefit of the public. For instance, if there is litter in the street, the City workers will pick up the litter. The City has containers in public areas so the General Fund obviously subsidizes that. There is no account to charge for the refuse containers downtown so the expectation is the General Fund pays for garbage collection in all of those public common areas. It could be a subsidy from the General Fund, if a decision is made on how much.

Mayor Thomas stated Asheville, Cary, Concord, Durham, Greensboro, High Point, Raleigh, Rocky Mount, Wilmington, Winston-Salem and Wilson use curbside automated and Greenville does not. Mayor Thomas asked if curbside is a more efficient service.

Interim City Manager Moton responded that the curbside service is more efficient, progressive and modern. One of the complaints heard from the City Sanitation refuse workers during the issues relating to quality of work environment was the unsafe conditions in which they have to collect refuse. Part of it is the backyard and having to actually lift heavy items. Backyard is less efficient, more labor intensive and generates more physical demand on the Sanitation Division employees.

Mayor Thomas asked is the City's goal at some point to join these cities in converting from backyard service to curbside service.

Interim City Manager Moton responded that is the goal.

Mayor Pro-Tem Glover stated that converting to curbside service is in the recommendation. Option #1 is to phase into the curbside service within the next 5 years. The City cannot afford to purchase all of these one-hand bandits and a truck is \$300,000. She has followed the Sanitation workers in different areas and has never seen the workers take an hour to do one area unless it was a substantially large area. The Sanitation workers can collect refuse in her area in 35 minutes and most of the people in her area receive backyard service.



Council Member Joyner stated that Interim City Manager Moton is referring to collection of vegetation.

Mayor Pro-Tem Glover stated it should also be taken into consideration that when students leave the University, entire apartments and houses are cleared and furniture and other items are dumped for collection by Sanitation workers. If the renters are responsible for causing the heavy loads, landlords or renters should pay for the collection of the items cleared from the houses and apartments.

Council Member Mitchell stated that he is being forced to make an uninformed vote on this issue. Partly, there are services that the City should be thinking about getting out of the business but the City continues to offer those services. He feels that the City Council did not receive the information that he requested at the February 20, 2012 meeting. There was a part in the presentation about workers zigzagging across the street and having to come back and forth. His picture of the Sanitation driving down the street was that workers are working both sides of the streets simultaneously. He feels that it is inefficient to do Option #2 because the equipment is located in the back of the truck and the workers will walk to the back of the truck opposed to walking to the side of the truck. In his opinion, the people who carry the backyard carts walk up and down hills and around backyards is already inefficiency. He asked for the option of what would it look like reducing staff, and the proposal by staff is that the option would not work. Regardless if backyard pickup is eliminated, there would still be three-man crews. He does not see the logic in that and if the City did go to a two-man crew, how would the City still lose \$80,000 a year. It is so convoluted and seems intentionally made to be confusing. If the City gets rid of backyard service, the third worker on the truck is doing the backyard pickup while the other two workers are doing the street pickup. Staff does not want to submit a proposal because Staff feels it is hard to say that the City will eliminate staff positions. He feels that there is not enough information that he asked for to make an informed decision on this option.

Council Member Mitchell asked why the option that he asked for was not brought back to the City Council.

Interim City Manager Moton responded that Staff brought back an option showing the two-person crews, but Staff did not show workforce reduction happening immediately. Staff's understanding was personnel reduction would be through attrition. Over a period of time, staffing is expected to go down.

Council Member Mitchell stated that Staff brought back two grandfathering options. A reduction in the workforce is not grandfathering.



Interim City Manager Moton responded if the option is to use grandfathering, the three-person crew will be continuing. Over time with the changes in rates, eventually there will be more people changing over or the rate of conversion accelerating to some point of becoming too costly for the City to try to maintain a full apparatus for 2,000 households or 1,000 households. Staff will come back to City Council for further directions because something needs to be done. Staff views the two-person crews as using existing resources.

Sanitation Superintendent Bryant stated in the two-person crew option, personnel will be using the existing trucks until the first phase of everybody having a rollout cart and converting to curbside service. When the Sanitation Division receives the first trucks that are conducive to two-person crews, crews would be reduced.

Mayor Thomas asked if Staff is referring to an in-between solution of having two-person trucks instead of going to the automated trucks.

Sanitation Superintendent Bryant stated that to be correct. Staff did not see a way of effectively using the existing rear loader trucks with two people, one driver and one collector on the back of the truck to do curbside. The driver would tend to drive closer to the carts so the collector could pick up the carts on each side of the streets, and that is considered as the zigzag portion.

Mayor Thomas asked why the City would use two-person hybrid trucks instead of going to the automated trucks.

Sanitation Superintendent Bryant stated that option was requested and that is why Staff addressed the two-person crews.

After several requests for clarification regarding the \$1.00 rental fee for containers, efficiency study, and whether the City Council is voting on Option #1 and increasing the rates, the two-person hybrid trucks or the automated system, City Attorney Holec stated with this motion the City Council will be giving direction to staff of how to proceed and it would include the fee increases within the budget. Also, there will be an adoption of the Manual of Fees. The actual approval of the fee increases will occur when the City Council adopts the budget with the Manual of Fees.

Motion was re-started by Council Member Joyner and seconded by Mayor Pro-Tem Glover to recommend grandfathering backyard service (Option #1) for 5 years without committing to and voting on service fee increases at this time. Staff will bring those back to the City Council along with solutions to make the whole process efficient and information on what other cities are doing. Motion carried unanimously.



BUDGET ORDINANCE AMENDMENT #9 TO THE 2011-2012 CITY OF GREENVILLE BUDGET (ORDINANCE #11-038) AND AMENDMENT TO THE SPECIAL REVENUE GRANT FUND (ORDINANCE #11-003) – ADOPTED

Financial Services Manager Kimberly Branch stated staff is proposing to amend the General Fund this month by \$458,150. There is \$150,000 that is being appropriated from fund balance for the Green Mill Run Greenway project that was not completed last year due to timing. The project is based on the City Council's review of the Capital Improvement Plan and was in the City's plan for the next fiscal year. The money is being pulled forward so that the project can begin. There is an appropriation of Federal Forfeiture funds in the amount of \$58,150 for the contract with Developmental Services, LLC to enhance personnel selection and recruitment and community training for Police. Staff was asked in February to appropriate fund balance to allocate \$250,000 for Recreation and Parks projects.

Council Member Joyner asked if staff could spend that money without the City Council's approval.

Financial Services Manager Branch responded the money could not be spent because currently, staff is proposing that \$250,000 be moved into the Capital Reserve. When the City Council identifies projects, Financial Services will move the money out of Capital Reserve and actually appropriate it within the General Fund.

Council Member Joyner asked about the funding for the Green Mill Run Greenway. Council Member Joyner asked if that is grant money in the amount of \$150,000 for the Green Mill Run Greenway that the City has not spent or is the money coming out of the General Fund.

Financial Services Manager Branch stated the money is coming out of the General Fund. It was appropriated within last fiscal year budget and was not used because the project was not ready to move forward and the money fell back into fund balance.

Council Member Joyner asked about appropriating contingency funds to complete emergency repairs at the Greenville Aquatics and Fitness Center.

Interim City Manager Moton responded at last month's meeting, he reported to the City Council that emergency repairs would be made to the dehumidifier at the Greenville Aquatics and Fitness Center. Those repairs would need to be done, so the City would not be losing its investment in the Center. Doors will be installed and new duct work will be sufficient for the system.





Mayor Pro-Tem Glover asked what repairs were done to the pool last year at the Greenville Aquatics and Fitness Center because the pool was inoperable.

Recreation and Parks Superintendent Mark Gillespie responded he is aware of the problems with the dehumidifier, but he does not know about the pool being closed last year. He recalls that the pool was closed recently. Last year, there was an issue with the sanitation system for a period of time.

Mayor Pro-Tem Glover stated she is concerned about the continuous repair of the pool instead of considering at what point the City should build a new one.

Motion made by Council Member Joyner and seconded by Council Member Blackburn to adopt Budget Ordinance Amendment #9 to the 2011-2012 City of Greenville budget (Ordinance #11-038) and amendment to the Special Revenue Grant Fund (Ordinance #11-003). Motion carried unanimously. (Ordinance No. 12-014)

LEGISLATIVE INITIATIVES FOR THE 2012 SESSION OF THE NORTH CAROLINA GENERAL ASSEMBLY  
– TABLED FOR THURSDAY, APRIL 12, 2012 CITY COUNCIL

City Attorney David Holec stated the North Carolina General Assembly will reconvene at noon on May 16, 2012. Due to the 2012 Session being a “short session”, the matters which may be considered are limited. Discussion by City Council of issues and local acts which it desires to present to its local legislative delegation during this Session should occur at this time. As part of the normal process followed, this Monday is for the City Council’s discussion and reaching a consensus and then he will come back at the Thursday, April 12, 2012 meeting with resolutions for the City Council to formally adopt. As a reminder, the City is not alone in its efforts of addressing local issues in the General Assembly. The North Carolina League of Municipalities is representing its more than 530 member cities, towns, and villages and providing a tremendous amount of support for Greenville.

Mayor Thomas stated a month ago, a transportation summit was held in the City of Greenville including military leaders, Department of Transportation leaders, mayors, senators, and house representatives from Eastern North Carolina. There is a significant shift in the legislative leadership to some of the larger municipalities in the State. There has been a demographic and population shift as well. The Equity Formula has previously been important for spreading out the entire State. North Carolina is supposed to be known as a good road state with more paved and maintained roads than any place with the exception of Texas. The concern of the cities in the East is that with the new leadership the Equity Formula may be replaced by more of a formula focusing on the municipalities. He would like for Greenville to go on record with other



cities of supporting the Equity Formula to make sure that Eastern North Carolina's transportation needs are protected and maintained.

City Attorney Holec commented that is something that Senator Clark Jenkins being a former Transportation Board member has been vigilant about as those efforts have come forward. If the City Council wants the Equity Formula to be one of their legislative initiatives, he could bring that back on Thursday.

Council Member Blackburn stated Melvin McDermott, III, a Together NC Organizer, is asking the State rather than to make more cuts to try to restore some of the budget that has been taken away from municipalities. It is really support for full state funding. Mr. McDermott's email indicated that the budget shortfall should be closed with the combination of careful cuts and smart revenue solutions, but instead the budget gap was closed with a cuts only approach. Council Member Blackburn suggested adding this as an initiative to ask our State legislative representatives to make sure that they do not cut Greenville's money.

Council Member Joyner stated currently, the State splits the 14 regions and each region shares in the Equity Formula for transportation and receives the same dollar amount and they are trying to change the share to be based population.

Mayor Thomas stated in our economic development effort, transportation corridors are essential and to maintain that is essential.

City Attorney Holec stated the best way is to reach a consensus to add the one that the Mayor brought up and the other one raised by Council Blackburn, and he will bring their proposed legislative initiatives back on Thursday for City Council's consideration. Council Member Blackburn may want to share the email with the Mayor and other Council Members. In Mr. McDermott's email he refers to the cuts that were made in the State's budget and that it did involve some cutback of funds for certain programs such as educational, health care providers, etc. Also, the email stated that the budget shortfall could have been closed with a combination of careful cuts and smart revenue solutions. In closing, in the information that was provided, the request would be that when the legislators return to Raleigh to adjust and finalize their budget that they are urged to put all options on the table including revenue ideas such as reinstating temporarily the pennies sales tax, to restore deep budget cuts, education, healthcare, and infrastructure.

Council Member Joyner asked if Staff could double check Mr. McDermott's facts. Council Member Joyner asked Council Member Blackman to forward the email to him.



Council Member Blackburn stated she will forward the email to Council Member Joyner. Together NC is a broad coalition of educators and communities.

The consensus of the City Council was to pursue these proposed legislative initiatives.

City Attorney Holec stated the following are some potential legislative initiatives for the City Council to consider for the 2012 Session.

- Preservation of Municipal Revenue Sources – An initiative could be to support efforts to preserve the existing revenue sources of cities. One issue to be addressed during the 2012 Session will be adjusting the budget for the State. In past sessions, proposals were considered which involved transferring municipal revenue sources to State revenue sources. Cities are reliant upon these revenue sources in order to provide services to their citizens. Any transfer of municipal revenue sources from cities will result in passing the State's budget problems on to cities. Cities, in turn, would then be required to either reduce services provided to citizens or increase revenues. It is important that existing municipal revenue sources be preserved.

The consensus of the City Council was to pursue this legislative initiative.

- Enforcement of ABC Laws by Local Law Enforcement - At its September 8, 2011, meeting, City Council reviewed the recommendations of the Special Task Force on Public Safety and provided direction on those it desired to further pursue. One of the recommendations which Council determined to further pursue is "Pursue bill through NC legislature to allow Greenville Police to assist Pitt County ABC officers with enforcement of ABC laws. Continue multi-agency enforcement initiative with GPD, Pitt County ABC and Greenville Fire-Rescue fire marshal. Enforce underage alcohol violations on alcohol establishments as well as underage individuals."

Under the rules of the "short session", a bill on this topic is not likely to be considered. But there is a possibility that such a bill may be considered. An initiative could be to seek legislation to grant more flexible authority for local law enforcement officers to enforce ABC laws. There is a need to supplement and enhance the enforcement efforts of the ABC laws. There are a limited number of ABC officers and ALE officers. The limited number of ABC and ALE officers impacts the ability to enforce the ABC laws with the number of permitted establishments and the geographic area involved. Local law enforcement involvement would provide additional resources to enforce the ABC laws.

Compliance with the ABC laws by establishments would reduce the likelihood of illegal activities at the establishments and potential violence.



City Attorney Holec stated Council Member Joyner contacted and asked him to look at the September 8, 2011 vote. Council Member Joyner felt that the City Council had already taken that issue off the table as far as asking the local legislative delegation to pursue this bill. After listening to the September 8, 2011 meeting, the motion was made to adopt recommendation #5; however, the actual expression of the intent of the motion was to request the local ABC Board to enter into an agreement with the City for the City to have its local law enforcement officers help with the enforcement of the ABC laws. It was not to pursue the component of the Task Force's recommendation relating to legislation. Since this item was put on the agenda because of the thought that it was the City Council's direction to bring this as part of their initiatives and in consideration of the fact that this is a "short session" and it is likely that this initiative would not be considered. City Attorney Holec stated his recommendation to the City Council is not to bring this item back on Thursday.

Council Member Joyner stated the City Council has already voted down this initiative twice, and he recommends that the City Council does not bring it back up on Thursday.

City Attorney Holec stated if the consensus of the City Council is to not to bring it back, it will not be brought back for this legislative session. In the event, when the City Council develops future legislative initiatives, a Council Member always has the ability to bring up the item. Based upon the direction from the City Council, he or Staff would not initiate it at all.

Council Member Blackburn stated the bottom line is that every time the City Council sends this recommendation to the ABC officers, they do not want to do it.

Mayor Pro-Tem Glover stated that the State and local ABC Boards have not approved this recommendation.

It was the consensus of the City Council not to pursue this item.

- Local Act: Revenue Source from Establishments Having ABC Permits - At its September 8, 2011, meeting, City Council reviewed the recommendations of the Special Task Force on Public Safety and provided direction on those it desired to further pursue. One of the recommendations which Council determined to further pursue is "Seek legislation to provide the authority for the City of Greenville to levy a tax or fee on the sale of alcoholic beverages at all or a class of establishments having ABC permits with the proceeds being dedicated for law enforcement purposes."



Under the rules of the “short session”, a local bill is required to be certified as non-controversial. Because of this, such a local bill will not be eligible during this Session and will need to be addressed when Council considers its 2013 legislative initiatives.

An initiative could be to seek legislation to provide the authority for the City of Greenville to levy a tax or fee on the sale of alcoholic beverages at all or a class of establishments having ABC permits with the proceeds being dedicated for law enforcement purposes. The City of Greenville is required to expend significant resources to address the adverse impacts caused by certain establishments which have ABC permits. The City of Greenville incurs annual expense of approximately \$500,000 for law enforcement personnel in order to maintain public safety in the downtown area due to the concentration of private clubs in the downtown area. It is equitable to fairly apportion the expense borne by the City of Greenville to the establishments causing the need for the expenditure.

City Attorney Holec stated this is one that the local legislation delegation would not be able to certify. The recommendation to the City Council is not to bring this item back on Thursday night, but to address it when the City Council develops its 2013 legislative initiatives.

City Council Member Joyner stated grocery stores and gas and convenience stores are selling more beer than the ABC stores. The permits should be for any alcohol sales in the City that the tax is done.

It was the consensus of the City Council not to pursue this item during the 2012 Session.

- Authority To Regulate Concealed Handguns on Greenways and Campgrounds - During its review of the ordinance which amended provisions relating to carrying a concealed handgun in recreational facilities, the Recreation and Parks Commission discussed the need to have the authority to regulate concealed handguns on greenways and campgrounds. Council Member Blackburn has also expressed an interest in this authority at a Council meeting.

A bill on this topic may or may not be considered during the “short session”. There has been significant discussion on a statewide level since the General Assembly changed the law in 2011 relating to the authority of cities to regulate the carrying of concealed handguns. So, there is the possibility that an amendment to this law, applicable on a statewide basis, may occur.



An initiative would be to seek legislation to grant the authority for cities to prohibit the carrying of concealed handguns in greenways and campgrounds. During the 2011 Session of the North Carolina General Assembly, a law was enacted which limited the existing authority of cities to regulate the carrying of a concealed handgun by a person having a permit to carry a concealed handgun. The new law retained the authority for cities to prohibit, by the posting of signs, the carrying of a concealed handgun in a city building and its appurtenant premises. But, it changed the authority relating to parks so that a city cannot prohibit the carrying of a concealed handgun in "parks" but can prohibit the carrying of a concealed handgun in "recreational facilities" which is defined by statute as including only a playground, an athletic field, a swimming pool, and an athletic facility.

Mayor Thomas asked is this a local bill.

City Attorney Holec responded this would be something that would be statewide. If it was local, it would not be eligible for the "short session." There is information from the North Carolina League of Municipalities as there is a possibility that this whole issue of the concealed handgun prohibition may come up for discussion. So, this one has a little more likelihood to be brought up, but there is a possibility that it will not.

Mayor Thomas stated that the City tries to meet the mandate and try to protect what rights that they have.

Council Member Blackburn stated the Recreation and Parks Commission felt very strongly that although the State legislature was prohibiting cities from making laws regarding concealed weapons in parks, the City should be able to regulate concealed weapons on greenways and in campgrounds in the same way that they could regulate concealed weapons in stadiums, playgrounds, and gyms because these are areas where a lot of people could be expected to be congregating and there was a much greater danger from having the concealed weapons proliferating. Sandy Steele, Chairperson of the Recreation and Parks Commission, requested that this be included with the City Council legislative initiatives. Council Member Blackburn stated she has been asked to inform the City Council of the Commission's wishes.

Council Member Joyner asked did the Recreation and Parks Commission approve it.

City Attorney Holec responded no and stated there was discussion and making that as something that the Recreation and Parks Commission would like to have considered.



Council Member Joyner asked is this being recommended by the Greenville Police Department.

Interim Police Chief Bartlett responded the Police Department has not made a recommendation one way or the other.

Council Member Joyner stated that he is in opposition of this issue.

Council Member Mitchell asked whether handguns are unusual to have on campgrounds.

City Attorney Holec responded that the City has campground facilities. It would be granting the authority for the City Council to make the determination as to whether to include that within the prohibition.

The consensus of the City Council was to pursue this legislative initiative. Consensus passed with 4:2 vote. Council Members Blackburn, Mitchell, Smith, and Mercer voted in favor of the consensus and Mayor Pro-Tem Glover and Council Member Joyner voted in opposition.

- Preservation or Enhancement of Existing Authorities to Enter into Public-Private Partnerships – An initiative could be to support the preservation or enhancement of existing authorities to enter into public- private partnerships. North Carolina Speaker of the House Thom Tillis established the House Select Committee on Public-Private Partnerships and charged it with examining the appropriate authority for State, regional, and local governments to engage in public-private partnership methods through a regulatory framework. This examination is finding that government at all levels need to engage in a consistent, predictable process for public-private partnerships in order for the private sector to dedicate substantial time and resources to develop such projects. Public-private partnerships have been successfully used by cities in the State to facilitate development and create employment. An example in Greenville is the partnership which resulted in the Greenville Convention Center and the improvements to the Hilton Hotel. The existing authorities to enter into public-private partnerships should be preserved or enhanced to support the use of public private partnerships.

City Attorney Holec stated this particular proposal is being considered by the City of Charlotte as part of their legislative initiative. In addition, this is something that the League of Municipalities had also stated as something that Greenville should keep an eye out for.



The consensus of the City Council was to pursue this legislative initiative.

- Organizations Which Assist in Economic Development Efforts - An initiative could be to support State funding of statewide and regional organizations which assist in economic development. The North Carolina Rural Center has a focus on job creation programs and receives funding from the State. North Carolina's Eastern Region economic development partnership is one of seven State sanctioned regional economic development partnerships in North Carolina and it previously received State funding on a recurring basis as a component of the State budget. The City has received assistance from both organizations in funding. Additionally, the Eastern Region economic development partnership has served as a resource for the City for assistance in recruiting business and providing advice on structuring economic development initiatives. The Rural Center has provided a building re-use grant to the City which helped fund the architectural study on the Uptown Theater. The Eastern Regional economic development partnership acted as the primary sponsor for the BMX Showcase event in November, 2011, and has assisted financially in other Greenville based projects in which the City was not involved. Continued and possibly expanded State funding of these organizations will promote economic development. This is an initiative of the North Carolina Economic Developers Association.

It was the consensus of the City Council to pursue this item.

City Attorney Holec stated if there are no more proposed legislative initiatives he will bring those items discussed this evening back to the City Council on Thursday and the resolutions will be in Notes to Council on Wednesday, April 11, 2012.

CONTRACT AWARD FOR THE SECOND INTERMODAL TRANSPORTATION CENTER SITE SELECTION STUDY – APPROVED

Motion was made by Council Member Mercer and seconded by Council Member Mitchell to make this item the next item on the agenda. Motion carried unanimously.

Marsha Wyly, Chairperson of the Public Transportation and Parking Commission, stated there are 3.64 million transit rides in Pitt County annually and she provided a breakdown of the number of those rides as well as the number of vehicles provided for transit service.

Breakdown of the Number of Rides

- ECU – 2,500,000 rides
- GREAT – 543,236 rides,  
108,000 transfers





- PATS – 51,658 rides
- Vidant – 550,000 rides
- Total – 3,644,894 rides

#### Breakdown of Number of Vehicles

- ECU – 39 buses – 28 routes
- GREAT – 11 buses – 6 routes
- PATS – 20 – 23 vans, 1 fixed
- Vidant – 4 buses – 4 routes
- Taxies – 13 franchises, 24 cabs
- Greyhound – 2 stops in Greenville
- Amtrak – a bus or shuttle is part of ticket

Ms. Wyly stated the City could work with East Carolina University to make the transit system more efficient. There are many cities in this country where the university's system and the city's system work together. The City of Greenville is in competition with every city of its size across the State for jobs and corporations. Greenville will have no problem offering transit services to new businesses because the City already offers contractual transit services to existing businesses in Greenville. Greenville has a current transfer point for GREAT, PATS and ECU with benches, trashcans and shelters which is not much fun. Ms. Wyly presented a copy of a concept design as well as the 2008 projected costs for the Intermodal Transportation Center.

#### Past Projected Costs (2008\$)

\$11,051,811.50 to include construction, purchase of land, all consultant costs, demolition, furniture & equipment.

Paid as follows:

- Federal Government – 80% = \$8,841,449.20
- NCDOT – 10% = \$1,105,181.15
- City of Greenville – 10% = \$1,105,181.15

Ms. Wyly stated if these were the costs including the Federal Government paying the majority of the costs and the Department of Transportation (DOT) pitching in, the projected cost would be \$1 million. The projected cost for the building was approximately \$2 million, which is a bargain. The original 2006 maintenance cost estimate was \$433,000. Moser, Mayer, Phoenix looked at these projected costs and realized there were salaries that were not needed and costs could be cut backed to \$300,000. City Staff took a look at that and saw a variety of positions that could be managed in-house and the bottom line cost was \$148,250.

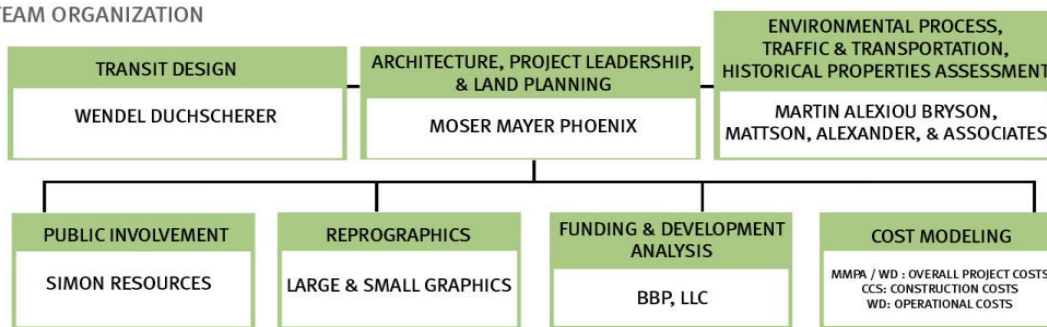
Ms. Wyly stated some of the reasons that Moser, Mayer, Phoenix should be awarded the contract are the following:

- Financial Bargain
- Aesthetically pleasing asset to the Downtown Fabric
- The next step needed to encourage public transportation in Greenville
- An asset to support corporate relocation
- Add jobs

Ms. Wyly stated there are great architects in Greenville and the concept design was created by The East Group which is located downtown. There are four wonderful firms in Greenville that could create this new facility. This is the next step to encourage public transportation in this city. Every time GREAT adds a new route and every time the gas prices increase, bus ridership increases in Greenville. This is the catalyst to change the bus system from an hour wait in between each route to a ½ hour and once that happens, Greenville will have a serious system. It is an asset to support corporate relocation which will add jobs. In regards to the concerns about safety, there will be police presence at night, bus service stops at 7:00 p.m., and the Center will be closed after the last bus is used. Ms. Wyly asked the City Council to award the contract to Moser, Mayer, Phoenix and get this project back on track.

Ken Mayer of Moser, Mayer, Phoenix stated a team was put together to respond to the City of Greenville’s December 2011 Request of Proposal.

PROJECT TEAM ORGANIZATION



Mr. Mayer stated it is a North Carolina based team having national expertise in the various areas that are shown on the matrix and that will be covered during this project.

TEAM RESPONSIBILITIES

■ LEAD ROLE

□ SUPPORT ROLE

	MMPA	M/A/B	WD	SIMON	BBP	CCS	LSG	MAA
PROJECT MANAGEMENT	■							
TRANSIT PROGRAMMING	□	□	■					
TRANSIT SITE & BUILDING PLANNING	□		■					
LOCATION / SITE EVALUATION	□	□	■		□			
TRAFFIC ANALYSIS		■						
ARCHITECTURE	■		■					
HISTORIC PROPERTIES ASSESSMENT	□	□						■
PUBLIC OUTREACH	□	□	□	■				
COST MODELING								
PROJECT BUDGET	■							
CONSTRUCTION BUDGET	□							
OPERATIONS MAINTENANCE BUDGET			■					
FUNDING AND DEVELOPMENT ANALYSIS		□	□		■			
ENVIRONMENTAL PROCESS	□	■						
DOCUMENTATION & DELIVERABLES	■	□	□	□	□	□		
REPROGRAPHICS							■	
WEB PAGE UPDATES				■				

Mr. Mayer stated it is a group that is very knowledgeable of the Federal Transit Administration (FTA) and its procedures which are as follows:

- Construction Project Management Handbook
- FTA and NCDOT Standards
- Best Practices Procurement
- TEAM Experience/Grant Application
- Environmental

Mr. Mayer stated that there will be an extensive environmental process on the selected site. The group, Martie/Nexiou/Bryson, has worked in Greenville and actually did the previous process and this group is very familiar with the community. Actually since 2006, various parts of the team have been involved in helping the City to move along with the project. Their experience covers all of North Carolina as well as 84 different places nationally. Their signature project to date is in Greensboro which combines a number of transportation elements into one facility. Most importantly, when they started the Greensboro project in 1996 and opened another phase two years ago, there was very little going on around the transit center. Since that time, the level of development has changed because people want to be near this kind of facility. One of their partners recently opened a new facility in Petersburg, Virginia. Moser, Mayer, Phoenix will be bidding on the facility in High Point next week. Concord opened two years ago, and Asheville’s center opened a number of years ago as well as the facility in

Spartanburg. All were designed by their firm or members of their team. Their work plan that responds to Greenville's Request for Proposal has 11 major tasks. Some of the tasks are sequential and some are parallel, and they work around five major work sessions that will be done in Greenville.

11 Major Tasks:

1. Confirm Work Plan, Schedule, and Public Involvement Process
2. Collect Data and Assess Needs
3. Define Conceptual Layout
4. Identify Candidate Sites
5. Analyze Candidate Locations
6. Develop Preferred Intermodal Transportation Center Site Plan
7. Develop Conceptual Construction Costs
8. Funding Analysis
9. Public Involvement Process
10. Environmental Process
11. Prepare Study Report & Documentation

Mr. Mayer stated that as they go through the process and look at sites, there will be extensive public involvement and getting the community's feel for a facility coverage development. They will talk to the riders of the transit system, and design a facility and develop a concept for a facility that best fit this community. Ultimately, they will go through the environmental process to get either categorical exclusion or find the most significant impact through an environmental assessment. At the end they will come back to the City Council and present their final finding which will include a construction cost estimate. The deliverables of their work are as follows:

- Site Plan of Preferred Site
- Conceptual Building Design
- Public Input Summary
- Conceptual Project Budget Estimate
- Funding Recommendation
- CE or EA/FONSI

Mr. Mayer stated that based on the work that they have done in Greenville before and in Eastern North Carolina, he feels that the community will be pleased with what they will do.

Mayor Thomas asked what is the goal of using this as a multi-use facility and what is being done in Concord, Spartanburg, Asheville and at other locations.

Mr. Mayer responded that in Spartanburg's facility, Greyhound and that city's bus system, Sparta, is located on the ground floor level and municipal offices of varying types are located upstairs. There is only a very simple central transit facility in Asheville. There are no offices and no other functions at that site. Greensboro's facility houses a downtown bicycle patrol, a coffee shop, several spaces that could be rented for functions, a local volunteer group that builds model trains, and Greyhound and Trailways regional bus lines. Greensboro also has rail. Petersburg has a visitors' center and actually they talked about that for Greenville in their first iteration of this project. They had conversations with the University about different things that could potentially be located in Greenville the last time as well.

Mayor Thomas asked, unlike the impression that was given in the newspaper that the City had already selected a transit system site, has the City narrowed in on a location for the Intermodal Transportation Center.

Mr. Mayer stated that the facility would be in the Center City area. There is a very specific process that will be done with the City including the features of the site, what it needs to be near to, what kind of development opportunities it would spire, the ability to assemble it, and develop a series of criteria and go through a rating process and a very objective matrix approach to ranking sites. It is a very FTA driven process that they would be following to actually narrow it down to a selected site.

Mayor Thomas asked if the firm is factoring the Tenth Street Connector project on how they are trying to space this facility and the rail component as well.

Mr. Mayer responded that both of those were key criteria in the previous process. Hopefully, further down the line, the Tenth Street Connector will be considered and Moser, Mayer, Phoenix will work with North Carolina Department of Transportation with the rail plans.

Mayor Thomas asked if the firm will reinstitute a committee of stakeholders, will the City Council be able to have rights on that.

Interim City Manager Moton responded it is envisioned to be a steering committee and then a technical steering committee which will be more of the professionals. Staff will ask the City Council to make appointments to that steering committee. Previously, the City Council approved other strategic partners including East Carolina University and downtown businesses. There will be a variety of individuals but, normally, there will be 12-15 individuals on the committee.

Mayor Thomas asked where is the limiting as far as downtown is concerned.

Mr. Mayer responded ultimately, that will be decided by the City Council. The steering committee will help Moser, Mayer, Phoenix to define what that might be and the firm will not be coming in with a precognition, but it should be typically located in the center of the City. The City Council will define the location.

Mayor Thomas asked will the facility be near rail and the University.

Mr. Mayer responded that to be correct.

Council Member Mitchell asked why the study is being done again.

Interim City Manager Moton stated that the City went through a thorough process that really began in 2003 with a study of transportation in Pitt County. Four partners participated in that study, Pitt Area Transit System (PATs), Greenville Area Transit (GREAT), East Carolina University Student Transit Authority (ECUSTA) and Pitt County Memorial Hospital (PCMH). Between 2004 and 2005, there was a subsequent study and that group determined that there was a need to improve transportation in Pitt County. When that group compared the City's transit system, they covered the City but there were a lot of gaps and holes in it. The recommendation from that study was that a feasibility study should be conducted to examine the likelihood of an intermodal transportation center being built. The City concluded that it was feasible and in 2007, Mr. Mayer was introduced to the proposal. The study went through a very methodical process. Staff worked closely with the University, Pitt County, Pitt Memorial Hospital and North Carolina Department of Transportation and stakeholders meetings were held. Through that long protracted process, a preferred site was identified and the direction of the City Council at that time was to slow down the process. Staff waited and solidified the site after the environmental assessment was completed in August 2008. Following the approval of August 2008 by the City Council, the City completed an earnest environmental review which took about 13 months. Once that was done, last year, two lines of activity occurred. East Carolina University started their master plan in 2009 or 2010 which was completed in 2011. There was a change of leadership of the chancellor at East Carolina University and others. In 2011, former Mayor Pro-Tem Bryant Kittrell expressed some concern about the location. Council Member Joyner expressed concern and reservation about the feasibility of being able to assemble the land. It was interesting that the City made it through those different elements without really any major protest. When the environmental clearance from FTA was received, there was always some underlining concern about the location. Factors culminated including the change of economic landscape, the City entering the recession, and changing of properties that were available for the City. The first iteration was it did not include an assessment of some properties. The most prudent matter was to start a new process. The other part was in as much as they attempted to engage all elements to the community, there were some elements of the community that really did not become engaged until the very end of the process.

Hopefully, this time around, there will be a benefit recognized by members of the community to be engaged from start to finish in this new process. At the final conclusion, everyone will feel they have had an opportunity to participate and that all voices and concerns have been heard. If the FTA's approval of this process is received, Staff believes that it is prudent to do this. It is common for a project of this magnitude to have false starts. At times, that is the nature of trying to get a transit facility done.

Council Member Mitchell asked at that time, was only one site identified for the location of the Intermodal Transportation Center.

Interim City Manager Moton stated that multiple sites were identified and the steering committee eventually ranked the sites. There was a matrix that evaluated the characteristics of each site. Based on those characteristics, each site was scored. One characteristic of the highest scoring site was based on the three nodes of activity in Greenville that were identified. The medical district, University area and downtown are major nodes of activity. That is the greatest concentration and where actual demand may be. That was the focus of looking at downtown. He reiterated all of the factors together including changing landscape, new opportunities, East Carolina University's master plan would give the City a chance to explore some unexplored areas.

Mayor Thomas asked if only one location was delivered and given to the City Council for consideration or will there be options.

Interim City Manager Moton stated that all options were evaluated and then the recommendation was delivered. At some point of time, there would have been a presentation to hear all of the options and what the Staff and/or steering committee recommended.

Mr. Mayer stated that their firm did a presentation on five sites and the three that seemed the most prudent and the one that scored the highest. Because of the FTA process, all of this is done in a matrix.

Council Member Mitchell asked is it required by the federal government that the City does the process again in order to move forward with the project.

Mr. Mayer responded that to be correct.

Council Member Mitchell stated that Staff and City Council had shown the site and it sounds as though powerful people did not want the previous site. They selected a site that somebody wanted to sell, and a study would be done to bring back the site that the City wants.

Interim City Manager Moton stated in all earnestness, the climate changed. In 2005-2006, the City supported multiple sites. For example, what was reported in the newspaper that the Reade-Dickinson site would be the location for the Intermodal Transportation Center and there has not been a site determination. That was never considered because Staff and the City supported the redevelopment of that site. Last summer, the principal in that development approached the City and said that is not going to happen and they would like you to look at it. In addition, some other areas that weren't considered because of potential private investments were advised that it is not going to happen. It would be inaccurate to say some powerful people do not like it or have something to sell. This reflects the natural process of a project like this where the users are not as visible as strong advocates of other city services. Unfortunately, the transit system presently is not running so transit riders are not going to be here this time of night but there is a population out there that are productive citizens that rely upon this service. This provides a platform to improve transit so the workforce can be productive and the elderly can be more independent.. The fact that they are going through this second process again is that it did not require special approval from FTA because they have experienced this before. This is not uncommon. Particularly, if you are not using the land of the governmental entity where you can pretty much bypass a lot of the other issues. When trying to identify private property assets, there is a long protracted process that must meet the approval of the FTA. That was done the first time and, for this process, the total costs for the City would be approximately \$15,900. The grants are paying 80 per cent from federal and 10 per cent from the State. Total amount of the contract which is a lump sum not to exceed is \$159,000 with the City paying 10 percent.

Council Member Blackburn made comments about renaming the proposed Intermodal Transportation Center. Council Member Blackburn stated, hopefully, the Center will be located at a central location of the City and alternative transportation such as bike rentals, hybrids, a tram system, and zip cars will be considered. Council Member Blackburn asked is it possible for East Carolina University and Greenville's buses to operate as one system similar to the way it is done in Chapel Hill which is very successful. Also, she asked if the public transportation center should be located near a parking deck for those who wish to park their cars there and use services offered by the center.

Interim City Manager Moton responded that input will be received from residents about the design and similar feedback is expected. There will be discussion about multi-purpose uses and needs which will be evaluated and then would become possibilities.

Motion was made by Council Member Mercer and seconded by Council Member Blackburn to award the contract to Moser, Mayer, Phoenix in the lump-sum amount of \$159,391.32 to perform the second site selection study and the required Federal Transit Administration environmental report for the Greenville Intermodal Transportation Center.



Council Member Joyner stated that a church is nearby the property that was noted in the newspaper. He received a call from the ladies of the church stating the Intermodal Transportation Center is not wanted at that location. Council Member Joyner requested information about the costs of other cities' intermodal buildings, operational costs and the services provided.

Council Member Mitchell asked has anyone from the City seriously approached Amtrak to bring rail in Greenville formerly.

Ms. Wylie responded former Public Works Director, Wes Anderson, talked to Amtrak many times according to the discussions of the Public Transportation Parking Commission. For the past year, as part of their customers' train tickets, Amtrak has provided a shuttle service between Greenville and Wilson. Presently, the Amtrak shuttle pickup location is at the nursing school's parking lot and she is unaware of what is done with their customers' vehicles. Amtrak has been asked and has denied requests to bring rail in Greenville.

Council Member Mitchell stated that there should be a future plan of what it looks like if a bus station is being built now, and then 10 years later there will be an opportunity to bring rail services but it is built ten miles from a railroad track. Council Member Mitchell asked is the proposal to have a bus station and a taxicab stand for \$10 million.

Mr. Mayer responded that Moser, Mayer, Phoenix worked with the NCDOT rail and future rail options were included in the study that preceded their firm's service. Moyer, Maser, Phoenix actually looked at sites that were within a reasonable distance of where rail could be in the future.

Council Member Mercer stated the passenger rail to Greenville has been in the planning phase forever.

Interim City Manager Moton stated there has been a request. With the City having the transit facility, Amtrak would add more time to their route understandably, collect the maximum number of people per stop and would have a high collection cost. At this point and time, the Amtrak shuttle service is what the City has until such demand justifies the train coming into the City. His understanding is adding rail into the City will happen in 30 or 45 years. It is not uncommon over a period of 40 years that a location may be more suitable and those adjustments have been done over time as Greenville has grown. That will not preclude the City from going through a process to make adjustments and taking advantage of those unknown opportunities at a particular time.

Motion passed with a unanimous vote.

EMERGENCY MEDICAL SERVICE UNIT AT FIRE/RESCUE STATION 4 - APPROVED

Mr. Eric Griffin, Deputy Fire/Rescue Chief, stated information regarding this item was presented at the February 20, 2012 City Council meeting. At that meeting, Staff was directed to present other options to the City Council for providing EMS (Emergency Medical Services) north of the Tar River. This evening staff is requesting the City Council to approve the appropriation of \$276,429 from a fund balance of the Vehicle Replacement Fund to purchase and equip an ambulance for Fire/Rescue Station 4. The cost to purchase the vehicle is \$194,429 and equipment costs are \$82,000 and maintenance and fuels costs are \$10,735 which will be absorbed in the existing Fire/Rescue Operating Budget. Staff's plan is to use current Fire/Rescue Station 4 personnel to staff both the current engine assigned to the Station and a new ambulance. Cross-staffing Engine 4 and EMS 4 personnel will be used because of the low volume of telephone calls received in the area. Deputy Fire/Rescue Chief stated this is a short-term plan and is not an optimal long-term solution. The long range plan is additional personnel will be added as the population grows in the district. By using this particular option, a large percentage of the time, an EMS Unit will be available in Fire/Rescue Station 4 district to respond to an EMS incident with an ambulance. This deployment plan is for that area only.

Council Member Smith asked about the anticipated growth in the area in order to add personnel since Staff feels that cross-staffing will not be needed for a lengthy period of time at Fire/Rescue Station 4.

Deputy Fire/Rescue Chief Griffin responded presently, an average of 470 EMS calls is received and approximately 79 fire responses are made at Fire/Rescue Station 4. That is really low in comparison to the remainder of the City. If an EMS call is received in the Station's district, personnel on the fire truck will take the fire truck out of service, put the EMS Unit in service to answer the call and basically, the other areas are not covered by a primary response. Staff has a backup plan where other units are available to answer those calls and that is done in all parts of the City. If there is a 25 per cent increase in the volume of calls, staffing will be placed in both units. It will take awhile for that growth to occur because development in that area is slower. If it grows in that district, Staff will return to the City Council and will request additional funding for staffing at Fire/Rescue Station 4.

Council Member Smith asked about staff's plan to eliminate or decrease the possibility of the ambulance being used, if a call is received from Bethel.

Deputy Fire Chief Griffin responded that staff will implement a deployment plan for that area. The EMS Unit will be out of service the majority of the time. Therefore, the Pitt County's

communication center will not dispatch that EMS Unit because it is not in service and the center's screen will indicate that Engine 4 is in service. When the call is received in Fire/Rescue Station 4's district, Engine 4 is taken out of service and personnel will move their gear to the EMS Unit. There will be no fire or EMS units in service, but there is still coverage in other stations in the City. That it is how the possibility of the use of the EMS Unit will be eliminated for that particular area, and there are challenges of not sending the EMS Unit to Bethel. This model only works for that particular area because of the low volume of calls and the limited personnel.

Council Member Smith asked are the City's EMS personnel being trained to drive and locate their destinations in this area. Council Member Smith stated that residents are concerned that EMS personnel are not familiar with this area because it is darker than other areas in the City. Deputy Fire Chief Griffin responded receiving incorrect addresses or same named streets present problems. GPS (Global Positioning System) units and modern CAD (Computer-Aided Design) systems are installed in the City's EMS Units in anticipation of Pitt County improving their communication system. It would be Fire/Rescue personnel's intent and practice that their unfamiliarity of this area is of limited occurrence. If this problem occurs, it will be addressed internally. Staff will make sure that personnel are trained monthly to have territorial familiarization and understand the vulnerabilities that they may face in that area.

Council Member Blackburn asked if those ambulance calls are presently being answered from Station 1.

Deputy Fire Chief Griffin responded primarily, the calls in District 1 are answered partly by Fire/Rescues Stations 1 and 2 depending upon the proximity of the call.

Motion was made by Council Member Smith and seconded by Council Member Mitchell to approve the appropriation of \$276,429 from the fund balance of the Vehicle Replacement Fund to purchase and equip an ambulance for Fire/Rescue Station 4. Motion carried unanimously.

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**REVIEW OF APRIL 12, 2012 CITY COUNCIL MEETING**

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The Mayor and Council reviewed the agenda for the April 12, 2012 City Council meeting.

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**COMMENTS FROM MAYOR AND COUNCIL**

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

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**CITY MANAGER'S REPORT**

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Interim City Manager Moton stated Josh Myer Kovic, President of the East Carolina University Student Government Association, (SGA), would like to make a ten-minute presentation and to introduce the new SGA officers at the Thursday, April 12, 2012 City Council Meeting.

Motion made by Council Member Joyner and seconded by Council Member Blackburn to add the Presentation by East Carolina University Student Government to the agenda for the April 12, 2012 City Council Meeting. Motion carried unanimously.

Interim City Manager Moton reminded everyone in the community that this week is Greenville's Community Development Block Grant Recognition Week. A number of activities are slated kicking off on Wednesday with a tour of the Housing Division's projects for elected officials and City board members. A Housing Fair is scheduled on Friday, April 13 and Homeowners Workshops are scheduled for Saturday, April 14.

**ADJOURNMENT**

Motion was made by Council Member Joyner and seconded by Council Member Blackburn to adjourn the meeting. Motion carried unanimously. Mayor Thomas declared the meeting adjourned at 11:38 p.m.

Respectfully submitted,



Polly Jones  
Deputy City Clerk



PROPOSED MINUTES  
BUDGET WORK SESSION OF THE CITY COUNCIL  
CITY OF GREENVILLE, NORTH CAROLINA  
MONDAY, APRIL 23, 2012

The Greenville City Council held a budget work session on Monday, April 23, 2012 in Conference Room 329, located on the third floor of the Municipal Building, with Mayor Allen M. Thomas presiding. Mayor Thomas called the meeting to order at 6:00 pm.

Those Present:

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

Those Absent:

None

Also Present:

Interim City Manager Thomas M. Moton, Jr., City Attorney David A. Holec, and City Clerk Carol L. Barwick

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**APPROVAL OF THE AGENDA**

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Council Member Mercer observed there were many citizens present who were interested in the Bradford Creek item, but noted there was no public comment period included on the agenda. He stated he would like to ask that a public comment period be added unless there was a consensus of the City Council that no decisions will be made at this meeting.

Following a brief discussion, it was the consensus of the City Council that the purpose of this meeting was discussion only; that no votes would be taken on any matter.

Council Member Joyner then moved to approve the agenda as presented. Council Member Smith seconded the motion, which passed by unanimous vote.



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## DISCUSSION OF FY 2012-2013 BUDGET AND FY 2013-2014 FINANCIAL PLAN

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Interim City Manager Thom Moton stated the focus of this meeting would be a preview of the General Fund, the Sanitation Fund, the Stormwater Fund and the Bradford Creek Golf Course Fund, with primary focus being on the General Fund as it makes up the largest percentage of the City's budget.

- General Fund

Mr. Moton stated that, as of March 31, 2012, year-to-date net results for the General Fund have improved by 2% over the prior year because revenues have increased more than expenses. Property taxes have shown the greatest improvement over the prior year as the City continues to receive a greater percentage of budgeted property tax revenue than it did in FY2011. Expenses have increased, but the increase is skewed by the timing of a third payroll in March. If that payroll had fallen in April as it did the prior year, expenses would have decreased approximately 1% compared to FY2011. As of the end of March 2012, revenues totaled \$59,577,639. expenditures totaled \$48,734,562.

In FY2012, Property Tax represents roughly 40% of General Fund revenues. Other significant revenues come from: Sales Tax at 19%, Intergovernmental at 17%, Licenses, Permits and Fees at 10%. Personnel costs represent the biggest expense to the General Fund at roughly 62%, while operating expenses and capital outlay consume another 30%.

The recent property tax revaluation, which will remain in effect for the coming four years, will potentially have a substantial impact on the City's budget. Estimated residential property value as of May 4, 2011 was \$5.2 billion. With the revaluation, that value will be reduced to \$4.8 billion for FY2013 which is a reduction of \$341 million or 6.5%. Commercial properties had a net decrease of about 5%.

Mr. Moton stated if the City Council adopts a revenue-neutral tax rate, the residents whose property either increased in value or remained unchanged would see an increase in the taxes paid. Those residents whose property decreased in value could see an increase or decrease in the amount of tax paid depending on the amount of their value decrease.

Council Member Mercer asked Mr. Moton to provide staff recommendations on how proposed tax rates would impact staffing, services and other City functions prior to the meeting at which the City Council would be asked to vote on the budget.



Mr. Moton then discussed a number of expenditure areas which could potentially be impacted by the loss in revenue from the revaluation, and touched on some potential means of addressing that impact, including:

- Operational Consolidation
- Contracted Services
- Non-core Service Reductions
- Capital Improvements Fund
- Vehicle Replacement Fund
- Position Freezes
- Longevity Program
- Pay for Performance
- Overtime Reductions
- Other Pay and Benefits (OPEB)
- Suspension of Non-Statutory 401K Contributions
- Pay Reductions
- Furloughs
- Reductions in Force

Council Member Mitchell asked for further explanation of longevity costs. Human Resources Director Gerry Case stated longevity ceased in 1993, but the program continues to pay 153 employees who were in the program at that time. It is paid annually in the fall at a cost of approximately \$390,000.

Council Member Joyner stated he would hate to see any changes made to the OPEB program because of the amount of time invested in setting up the current structure.

Council Member Mercer agreed, stating the previous City Council worked very hard on OPEB and he would resist any vote that would go backward on that. He further stated the vehicle replacement fund is a smart and prudent plan that he would hate to see reduced.

Council Member Mitchell suggested perhaps this is an opportunity for the City to transform itself, to look at things from a more global perspective, to reorganize and to improve on efficiency.

Council Member Joyner asked that the City Council be provided with a list of all employees assigned a City-owned vehicle and a list of all types of retirement programs offered by the City and their associated costs.

Council Member Mitchell asked for clarification on the City's role in State retirement and 401K.



Mr. Moton stated the City participates in the State retirement plan and makes a contribution for each employee. 401K is optional for most employees, but is mandatory for law enforcement personnel. The City voluntarily contributes \$40 per pay period to each employee's 401K, but is required to contribute 5% of each law enforcement employee's salary to his/her 401K account.

Council Member Blackburn observed that a major computer upgrade is currently in the works. She asked if that would have to be postponed.

Information Technology Director Rex Wilder stated the City is looking at replacing the components of a 20 year old system, but no resources have been allocated yet. Mr. Moton added that the Business Application Needs Assessment has just been completed and there is money in the Capital Improvement Program (CIP) going forward.

Council Member Smith asked if the City owns the Greenville Utilities Commission (GUC).

Mr. Moton said he would phrase it a bit differently, but essentially, yes. City Attorney Dave Holec added that GUC is separately chartered, but they operate the City's utility systems.

Council Member Smith asked if it would be possible to consolidate some services between the City and GUC, such as sharing a Human Resources Department.

Mr. Moton stated he and former City Manager Wayne Bowers had discussed this prior to his retirement and his understanding was that because GUC is chartered as a separate entity, the City couldn't mandate a consolidation. It could only be done if GUC agreed, which is not something feasible to do between now and approval of the annual budget.

Mr. Moton stated the proposed CIP for FY2013 is down 45% compared to the current year; \$880,000 compared to \$1,609,000 for FY2012. It will drop an additional 4.5% for FY2014 to \$884,000.

Council Member Blackburn expressed concern that the City has let capital improvements go, and needs to beef them up.

Council Member Mercer stated he'd like to make a pitch for keeping up the City's infrastructure, but acknowledged that many of the streets within Greenville are State-maintained.

Interim Public Works Director Scott Godefroy observed the State is not in any better position than the City in terms of maintaining infrastructure.





Council Member Joyner said the only way to bring Greenville's streets up to date would be through a bond referendum. He suggested that was perhaps something the City Council should consider if funding to repay could be worked out.

Council Member Mercer asked about the undesignated funding for Recreation and Parks.

Mr. Moton stated that was the excess funding set aside for the Dream Park in case the City does not get the grant, but it has to be undesignated in order to avoid a conflict with grant eligibility.

Mr. Moton then briefly addressed the following areas for potentially bridging the revenue gap:

- Indirect Cost Allocation
- Privilege Licensing
- Emergency Medical Services Recovery
- Police Special Event Service Fees
- Fire False Alarms
- Fire Protection Services
- Fund Balance

Mr. Moton then asked Financial Services Director Bernita Demery to further explain Indirect Cost Allocation.

Ms. Demery stated Indirect Cost Allocation is essentially an assignment of shared costs to various user departments. For example, the Human Resources Department provides services to internal customers, which are each of the City's departments. As such, a share of their departmental budget is "charged" to each department comparable to their use of Human Resources services.

Mr. Moton then discussed privilege license fees and the impact of a \$2,000 cap versus other cap amounts.

Council Member Blackburn stated she feels it is important to have a climate that encourages business development, but she is very interested in this. If there are small businesses paying similar fees to businesses the size of Walmart, the City needs to square up its rate structure.

Council Member Joyner stated he feels a change like this would be felt by more than just the big box businesses. Businesses are already paying property taxes based on their size and he feels increasing privilege license taxes in the current economy would be a mistake. He stated he does not feel a change like this would bring business to Greenville



and he would adamantly oppose it. He pointed out that businesses like Walmart pay more in things like stormwater fees, whereas the privilege license fee is merely a tax on their revenues.

Council Member Blackburn said if you compare a business that earns \$4 million annually to one that earns \$40 million annually, but both pay just \$2,000 in privilege license taxes, then the \$4 million earner is paying a much higher percentage of tax.

- Sanitation Fund

Council Member Joyner asked if staff would be recommending a fee increase related to Sanitation Services. Mr. Moton replied affirmatively. He stated if Sanitation continues operations as currently structured, \$7.1 million will be needed to operate in the coming year. That is an increase of roughly 15% from the current year's budget of \$6.2 million.

Mayor Pro-Tem Glover asked that a breakdown of revenues versus expenditures for both curbside and backyard services be included with the fee increase recommendation.

- Stormwater Fund

Mr. Moton stated the Stormwater Fund had a healthy fund balance of about \$4.1 million as of June 30, 2011. He said staff will recommend maintaining current stormwater rates for FY2013, and planning for increases for FY2014 and FY2016.

Council Member Joyner stressed he would like to insure stormwater monies are spent on stormwater projects and not diverted to other funds or purposes.

- Bradford Creek Golf Course Fund

Council Member Joyner apologized to the Bradford Creek staff for putting them in the spotlight, stating he feels they do a great job, but he said he asked for this discussion because he wants to see what the program there is really costing the City. He stressed that he does not endorse shutting down Bradford Creek, but he does want to see it run as efficiently and cost-effectively as possible.

Mr. Moton summarized the net result of operations at Bradford Creek over the past five years, stating that even though FY2011 was the first year of not making debt service payments, Bradford Creek still finished the year in negative numbers. He suggested revenue expectations should be adjusted if they fail to break even in FY2012. He stated that current indirect costs for Bradford Creek are \$192,774.



Council Member Mercer asked if the City Council could be provided with a list of services provided by Bradford Creek at no charge and an estimate of the value of those services if a charge were applied. He said he is not attached to the idea of Bradford Creek being an enterprise fund.

Council Member Blackburn stated she is a big supporter of Bradford Creek and would like to see it breaking even or even generating revenue, but suggested that other factors should be considered such as its economic development value, its impact on quality of life and its influence on home ownership in the area.

Mayor Thomas suggested it might be prudent to look at revenue that comes from City residents versus revenue collected from non-residents who play there.

Interim Assistant City Manager Chris Padgett suggested the City Council allow staff to provide more detailed operational data on Bradford Creek at their May 7<sup>th</sup> meeting.

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**ADJOURNMENT**

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Interim City Manager Moton stated that, based on feedback received at this meeting, staff should be able to put together a budget the City Council can live with.

Council Member Joyner moved to adjourn the meeting, seconded by Council Member Mercer. There being no discussion, the motion to adjourn passed by unanimous vote and Mayor Thomas adjourned the meeting at 8:52 pm.

Respectfully submitted,

Carol L. Barwick, CMC  
City Clerk



# City of Greenville, North Carolina

**Meeting Date:**  
**12/10/2012**  
**Time: 6:00 PM**

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**Title of Item:** Minutes from Budget Committee meetings held on May 1, May 5, and May 30, 2012

**Explanation:** **Abstract:** Proposed minutes from Budget Committee meetings held on May 1, May 5, and May 30, 2012

**Explanation:** Proposed minutes from Budget Committee meetings held on May 1, May 5, and May 30, 2012 are presented for review and approval

Ordinarily, these minutes would be presented to the Budget Committee for approval; however, no further meetings of this group are currently scheduled so approval by the City Council is deemed appropriate.

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

**Recommendation:** Review and approve proposed minutes from Budget Committee meetings held on May 1, May 5, and May 30, 2012.

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**Attachments / click to download**

- [City Council Budget Committee Minutes May 1 2012 928332](#)
- [City Council Budget Committee Minutes May 15 2012 930973](#)
- [CC Budget Committee Meeting May 30 2012 941724](#)

## **PROPOSED MINUTES FOR THE CITY COUNCIL BUDGET COMMITTEE**

The Greenville City Council Budget Committee met on Tuesday, May 1, 2012, at 2:00 p.m. in Conference Room 337 at City Hall, 200 West Fifth Street, Greenville, NC.

### **CITY COUNCIL MEMBERS PRESENT:**

Mayor Allen M. Thomas *	Council Member Kandie Smith
Mayor Pro-Tem Rose Glover*	Council Member Marion Blackburn
Council Member Max Joyner*	Council Member Dennis Mitchell

\* - indicates City Council Budget Committee Member

### **STAFF PRESENT:**

Thomas M. Moton, Jr, Interim City Manager  
Christopher Padgett, Interim Assistant City Manager  
Gerry Case, Human Resources Director  
Bernita Demery, Financial Services Director  
Ken Jackson, Public Works Operations Manager  
Angel Maldonado, Fleet Maintenance Superintendent  
Steven Hawley, Communications Manager  
Jonathan Edwards, Communications Technician  
Valerie Paul, Administrative Assistant

Mayor Thomas called the meeting to order.

Interim City Manager Thomas Moton gave a brief history on how the City Council Budget Committee was formed and he said that the purpose of this first meeting would be for staff to present the Committee with information. He listed the items on the agenda and asked the Committee if there was anything that they would like to add to the agenda.

Council Member Joyner shared his concern that the Committee did not have adequate time to review the information being presented and he requested that staff get the information to the Committee at least 24 hours in advance. He suggested that if there was not enough time to review the material, then they cancel the meeting. Council Member Joyner asked that they take "Employee Compensation" off of the agenda.

Council Member Blackburn said that she was comfortable having the materials presented at the meeting, but if it was a concern for a Council Member then she felt that it was important to address the issue.

Mayor Thomas agreed that receiving materials at least 24 hours in advance is necessary so that the Committee can be prepared to discuss the items at the meeting, but he did understand that staff had been compiling information up until the last minute. He asked that staff make the effort to get as much of the information to the Committee in advance and supplement as necessary.

Mr. Moton addressed item #4 “Employee Compensation” and said that it was not labeled accurately; he said that staff would be presenting information to them for that item. Mr. Moton said that a portion of the information that they compile is in response to questions from Council members that they receive in between meetings. He said that he understood Council Member Joyner’s concerns and he explained that there had not been any time built in for these meetings because staff had not been aware that they would be having these types of budget sessions. He reminded them that this is an inaugural Budget Committee so there is not a blueprint for the most efficient way to conduct these meetings, and he noted that much of the information that was being presented was information that they had already received, but in a different context.

Mayor Thomas requested that staff send out information as it is compiled.

Mr. Moton said that staff viewed this meeting as an exchange of information and that they anticipated that there would be more feedback at the May 7 meeting.

Mayor Pro-Tem Glover said that in the past, Council Members had received a budget book and as amendments were made, they would receive those amendments to update their book.

Financial Services Director Bernita Demery stated that City Council Members have historically received their budget books at the May meetings when the City Manager presents a balanced budget. Finance had not produced the books for this budget cycle because some decisions are pending on the outcome of these Committee meetings.

Mr. Moton followed up and said that the number questions that are left unanswered right now make it difficult to finalize the budget and he anticipates that it will take a few weeks worth of work before the books are finalized.

Mayor Thomas asked if it would be beneficial to wait until the next City Council meeting to give some direction on the tax rate amount.

Mr. Moton answered that it would be beneficial and they are preparing adjustments to the budget based on Council’s direction at their April 23 meeting using a tax rate of \$.52. He said that they would present revenue expense reductions and some revenue enhancements that could potentially balance the budget at next week’s City Council

meeting for feedback. He warned the Committee that it would be unlikely that staff would have the information before their next meeting on Monday.

Council Member Blackburn said that they had also requested to look at \$.56 and \$.58 tax rate options.

Mr. Moton answered that they had already seen the \$.56 option at their April 9 City Council Meeting. It was presented as a preview and it was a balanced budget.

Council Member Blackburn asked if that was considered revenue neutral.

Mr. Moton answered that it was. According to his understanding, staff was working at the request of the Council to develop a budget based on revenue neutral. He said that they would present \$.52 being the tax rate in terms of impact and spending in the various departments. He said that Greenville is a high quality community that services not only the city, but the county as well and he cautioned that there would be an impact on service levels if they were to reduce spending too much.

Council Member Blackburn said that this would be a good exercise to have that budget so that they would be able to compare that information to a \$.58 level and perhaps come up with a hybrid.

Mr. Moton affirmed that Council Member Smith had asked for a \$.58 option and at the work session he had projected that they would have generated approximately \$1.4 - \$1.5 million under that rate, so rather than preparing an additional budget using that option, he would say that there is a surplus and ask Council for direction on how it should be distributed.

Council Member Smith asked that staff be sure to include that information to acknowledge that her request had been addressed and so that the information would be available for Council to consider.

Interim Assistant City Manager Chris Padgett said that the information would be found under Agenda #5 in the packet, which is a list of items that City Council had requested.

Mr. Moton continued on and presented the diagrams and information in the packet.

Council Member Blackburn asked if Capital Outlay was different from Capital Improvement Plan (CIP) with Capital Outlay being of a more urgent nature.

Mr. Moton answered that Capital Outlay is more of a dollar threshold of maybe \$35,000 and is generally considered non-major purchases for a \$100 million budget and those items over \$35,000 would be put into the CIP.

Mr. Moton continued and noted that “Other” would include the transfer from the General Fund to the Sheppard Memorial Library, which is one of the largest transfers and he said that most communities would consider that to be cultural recreation.

Ms. Demery confirmed that he was correct and said that “Other” would also include debt services, which is the true largest one.

Council Member Joyner asked for the City’s debt services total.

Ms. Demery answered that it was a little over \$3 million for the General Fund.

Council Member Mitchell asked if they would present a full budget under the \$.52 rate or if they would bring back what would need to be cut.

Mr. Moton answered that each department was asked to prepare a target-based budget where they would not be able to spend more than what was available. By reducing the amount of funds by \$2.2 million, each department’s allocation of available funds had to be reset. Each department was free to decide what types of changes they wanted to make, but most of them decided to cut spending. He advised that it would take more time than just a few weeks to come up with transformative changes, such as contract for services, outsourcing and those types of options.

Council Member Mitchell said it seemed that City services would suffer under a \$.52 tax rate and he did not feel comfortable making a decision where City services would suffer.

Mr. Moton responded that staff has only 3-6 weeks to bring back a balanced budget and that there is no way to do that responsibly other than making cuts and reductions.

Mayor Thomas asked Mr. Moton to confirm that they were also looking into other ways to make up the shortfall like different funds and delaying certain expenditures.

Mr. Moton confirmed that he was correct. He said that the first step is to show what \$.52 looks like and other options that may make the reductions in other departments less severe and get feedback from the Council. He said that they had looked into the option of extending the life cycle of vehicles and it was about \$270,000 savings; he remarked that this is a short term solution.

Mayor Thomas said that they have also looked into vacant positions for non-essential personnel and it was a savings of about \$66,000 on average, per position.

Council Member Mitchell asked if they would be able to recover a significant amount from these measures.



Mr. Moton answered that there is still a good segment of the community that is recovering from the recession; having said that, the City can make up about half of that through reductions on a short term basis of about one or two years. He said that it would not be comfortable, but under priority-based budget principles, you would not make cuts to all departments by the same percentage; instead, cuts would be made in areas that the Council deemed to be less essential.

Council Member Mitchell asked if the \$2.2 million shortfall would be for just for the first year or for the whole two-year budget.

Mr. Moton answered that by going with the \$.56 balanced budget that was presented at the preview on April 9, as it was and adopting a \$.52 budget, there will be \$2.2 million less in property tax revenue annually.

Council Member Mitchell expressed his concern that if the City would only be able to recover half then there would still be a \$3 million shortfall.

Mr. Moton clarified that they would probably be able to make up half per year, meaning reduce expenses by about \$1 million per year.

Council Member Joyner asked what the budget surplus was last year.

Ms. Demery said it was \$1.5 million, but that was within 1% of budget for a \$70+ million budget.

Council Member Blackburn asked if they were required to have that surplus.

Mr. Moton answered that the City is required to have 8% by the Local Government Commission and 14% by the Council's policy. He said that they would be able to use fund balance in a judicious and responsible way to mitigate short-term gaps.

Council Member Blackburn asked if this was in addition to their required fund balance.

Ms. Demery answered that it was an increase in fund balance.

Mayor Thomas asked for the actual fund balance amount.

Council Member Joyner answered that he thought it was 27%.

Mr. Moton said that amount would have to be clarified.

Council Member Mitchell said that he had thought that staff would be able to bring back a \$.52 budget that would have more transformational changes rather than cuts and he questioned the point of preparing at \$.52 budget with options that the Council would not go for. He asked that staff be as straight forward as possible.

Mr. Moton said that in order to get to a \$.52 budget there will have to be expense reductions. He said that there are some changes that cannot be made by the June 30<sup>th</sup> deadline, so there are options such as responsibly using fund balance to close the gaps on some things, fund capital outlays that are currently in the operating budget with fund balance, and look at the savings from tweaking the vehicle replacement fund to generate some savings. He raised the point that the City will have to look at doing things differently such as taking on more partners. He said that Greenville cannot continue to maintain sustainable financial practices as a center of entertainment and recreation without greater participation from partners. He reminded the Council that although the tax rate may seem expensive, you also have to look at the level of service that the City provides.

Council Member Blackburn said that they have the opportunity to have a revenue-neutral tax rate. She said that they have a chance to operate without a sense of crisis where they would not have to make deep cuts, and she believes that they need to be looking into capital improvements such as parks and roads. She voiced her concern that they are focusing on cuts when they can retain services and their budget at a revenue-neutral level.

Mayor Thomas reminded them that Mr. Moton said that this is a bridge budget, where they would have to balance a de-valuation. He said that as a Council, they have agreed to protect core services and economic development. He said that he felt that they would not have to take any extremes and he felt confident that staff would be able to do it in a way that would not put the burden on the taxpayers. He said that he was aware that 2 months would not be enough time for transformational changes, but he felt it could be addressed in the next year.

Council Member Mitchell agreed with Mayor Thomas, but he expressed his concern that he had not heard that information from Interim City Manager Moton.

Mr. Moton said that target-based budgeting means that you make the spending fit what the revenue is and staff had not received any approval of what the revenue would be. He said that staff would present the Council with some options and if the Council agreed

with them, and then there would be fewer reductions on departments. He said that the biggest changes would have to be within personnel and he has heard each of the Council Members say that all employees are important and they do not want to lay them off, so the budget will have to be balanced in other areas and then positions that can be eliminated through attrition and vacancy will not be filled.

Mayor Thomas said that he thought that they would be able to give a cost of living raise while becoming more efficient with this budget.

Council Member Mitchell asked if the staff could bring back a \$.52 budget that is not revenue-neutral, that would not have a serious impact on city services, and that would also invest in economic development and take care of necessary capital improvement projects.

Mr. Moton answered that there is going to be some impact due to the fact that it will be difficult to make up \$2 million while also doing all that the City Council wants to do. He said that there will need to be some reductions to departments, less spending at \$.52, and use of fund balance and other savings in other areas to make it happen.

Council Member Smith asked if staff would be able to provide an approximate percentage that each department would have to cut back.

Mr. Moton answered that it would probably be about 4%-5%, but he would have to calculate that to be sure.

Ms. Demery said that it would be closer to 20% or 25%, looking primarily at operations.

Mr. Moton explained that every department's budget is based on three components: personnel, operations and capital outlay. He said that what he gave them was an average overall for the total budget, which would be 3%-4% because the biggest expenditure for all departments would be at the top, which is the cost of personnel. He said that the departments would not be asked to make cuts in personnel costs, which is about 63% of their budget, instead they would be looking at operations and capital outlay, which is about 21%, to be making their cuts; so from that perspective, it would be a higher percentage, but overall, in the total operating budget, there will not be a 20% cut from any department or division's budget.

Mayor Pro-Tem Glover observed that since they had saved more than what the Local Government Commission had required, they had come out of a lot of disasters that could have been potentially bad for the City. She said that when she worked for the

state, employees that were at least 61 years old were offered packages for early retirement and she feels that the City should look into those types of options. She said that she feels that the City should not reduce services to the citizens because Greenville is a service-oriented city and she is reluctant to consider layoffs and furloughs because it would affect services offered to the public. She stressed that the budget had to be in by June 30, and she felt that it should not all be on staff, but it should also be on the Council to make executive decisions in order to meet that deadline.

Mr. Moton said that staff feels that \$.545 is an easier number, however \$.52 can be done but he cautioned that it will be tough. He said that they will have to look at options such as taking money out of fund balance and taking merit raises out.

Council Member Joyner commented that economic times have forced everyone to cut back on their budgets and he felt that it was in the citizens' best interest for the City to tighten its belt and make some changes. He asked if growth was being factored in.

Mr. Moton answered that staff had factored growth into their numbers.

Ms. Demery noted that they could exclude "Bradford Creek Golf Course Debt" because it had been liquidated. She said that the answer to Council Member Joyner's question about the General Fund could also be found in the presentation; she said that they had budgeted \$4 million for debt services for 2012. She said that going by the information on the previous page, it is evident that the amount had been decreasing - anticipating that additional funds would be added when there was a need to finance additional items.

Council Member Joyner said that the information listed \$5.178 million.

Ms. Demery responded that there was a breakdown further down the page that listed the General Fund.

Mayor Thomas asked why the Sanitation Fund did not show any debt services in 2012-onward.

Ms. Demery answered that there had not been any decisions made yet.

Council Member Joyner asked if that meant that they did not owe any debt for sanitation equipment at the present time.

Ms. Demery answered that they would not after 2011.

Fleet Maintenance Superintendent Angel Maldonado presented them with the expected life cycle for all the vehicles for the city based on the industry standards, the criteria by which each vehicle is judged and scored to see if the vehicle needs replacement or if replacement can be deferred for another year, the rental list according to the adjustments that were requested, and the projected savings if this plan is adopted.

Mayor Thomas asked if the potential savings of \$270,000 was from all funds.

Mr. Maldonado answered that it was. He said that the General Funds did not cover transit or sanitation.

Council Member Joyner noted that according to the list, the City has 551 vehicles.

Mr. Maldonado answered that was correct and he elaborated that it would include anything that is within the replacement fund budget and it would include anything over \$5,000.

Council Member Joyner asked what type of criteria would need to be met in order to get a car.

Mr. Moton said that the focus of the list being presented was what the potential savings would be and ways to tweak the life cycle of vehicles, but staff was preparing a report that would list all the vehicles and who they are assigned to. He said that the decision of who gets a car is an operational decision made in conjunction with the supervisor of the employee, the director of the department, the City Manager, and sometimes the Human Resources Department.

Council Member Joyner asked if they had looked into paying the mileage rather than providing a vehicle. He said that according to the list, the City Manager's Office has two cars, so he assumed that the City Manager and the Assistant City Manager each had one.

Mr. Moton clarified and explained that there was a car by contract for the previous City Manager, but there is not a car for the Assistant City Manager. He said that the other vehicle assigned to the City Manager's Office is a van that the Public Information Office uses to transport things that are too large to fit into a sedan, such as tents and video equipment, to various sites. He reminded the Council that the cars belong to the City and not the employee and different departments have different policies.

Mr. Padgett noted that Council Member Joyner had requested a list of non-essential vehicles at the Budget Work Session and that list was included in the presentation.

Mayor Thomas said that he had noticed smaller cars around town that were being used by parking enforcement. He asked when they had been purchased.

Mr. Moton answered that the City has different parking standards for different parts of town and it was spread out in a way that would be too difficult for staff to take on by foot. He said that parking enforcement has always had vehicles; previously, they had really worn sedans and they have had these newer hybrids for about 2 years. He said that they also have the option of using the segways in the downtown area.

Council Member Joyner asked if the segways were still being used.

Mayor Thomas said that he had seen them being used at Piratefest.

Mr. Moton said that what the Council should take away from this is that looking at Option #2, extending the life of the vehicles by a year or two will not do a lot for the General Fund, but reducing the contribution by 20% will save the General Fund \$554,000. He said that if you wanted to mitigate the increase in Sanitation, then you could say across all funds.

Council Member Blackburn asked if this would include a 20% contribution of Sanitation vehicles or if this just applies to other vehicles.

Mr. Moton answered that it would reduce contribution by 20% to all funds, which would be a total amount, so it would apply to any vehicle that is contributing.

Council Member Blackburn said that would get them up to a \$718,000 reduction.

Mr. Moton said that the part that they would need to focus on when they are talking about a \$.52 tax rate is the General Fund because that is where you would have fewer options to tweak as far as tax.

Council Member Blackburn said that it could possibly help ease some of the issues that they are having with Sanitation.

Human Resources Director Gerry Case gave the presentation on Employee Compensation. She presented a packet which had a summary of plans for some local public and private sector companies. She said that most of the companies did not give their employees increases last year or the year before; if they did give out increases, they were smaller ones. She said that this year the majority of them are giving out increases

of about 2.5% on average; nationally the average is 3%. She explained the reasoning behind it is because the economy is starting back up and employers are worried that they are going to lose their employees if they do not keep up with their competitors. She said that some of the other organizations, such as Pitt County, have been giving merit increases to avoid compression. She said that it was split half and half between market increases and merit increases, depending on if the organizations chose to address the compression issue or if they chose to try and give everyone an increase. She provided them with a history of the wage and market adjustments and how the City has responded over the years; she explained that they are a little behind the general market because they have given less than the general market in both merit and market combined and she had combined both of those items.

Council Member Joyner said that they did give a 1.5% market increase in 2010 or 2011.

Ms. Case said that Greenville Utilities Commission (GUC) had prepared this list and looking at 2011, they had put in merit and the City had put in market so either way it would be 1.5% and it would come out the same.

Council Member Joyner requested that they bring back a corrected version that reflects the City's information.

Ms. Case said that they would prepare two separate lists, one for the City and one for GUC. She presented the Council with information that would give them an idea of what the total amount would be, including the FICA and retirement, if they were to give a market increase for 2012-2013 and 2013-2014.

Mr. Moton said that the Human Resources Department had been asked to give a 2.5% market adjustment and identify \$100,000 for merit or special pay adjustments because there are special issues that the market increase would not address, such as retroactive pay for employees who were reclassified and did not receive pay increases. He asked Council to view this as a starting-off point.

Mayor Pro-Tem Glover said that she would like to see the compression issue addressed. She asked for staff to give them a dollar amount of what it would cost and she noted that Mr. Wayne Bowers, former City Manager, had said that there are 100 employees affected by compression and a majority of the employees are in the Sanitation Division. She suggested that they look at what has been negotiated between the City and GUC to see if they need to make some changes in what GUC needs to give to the City. She feels that the citizens of Greenville end up paying more than the County citizens for recreational facilities that are used by both the city and the county and it makes it hard

to compare Greenville to other cities that are within counties that provide their own recreational facilities. She asked that they examine if they want to provide those facilities to the county at their current rate.

Mr. Moton said that there are a number of cities that share joint facilities with their county. He addressed Mayor Pro-Tem Glover's comments about compression and said that the \$100,000 should allow them to address those issues.

Mayor Thomas said that the Council would have to re-examine the system that the City has in place for merit increases.

Council Member Blackburn asked if merit increases would address compression issues.

Mr. Moton answered that merit increases would allow employers to give more consideration and move their employees along the way and market increases exacerbates compression because everyone gets the same increase and moves along at the same pace.

Council Member Blackburn asked if these corrections were in addition to the other changes that had been already made under the Classification/Pay Grade Study.

Mr. Moton answered that the amount that the experts recommended was more than what the city could afford at that time. They had also recommended that everyone that was reclassified receive a pay increase over a certain amount, and time and grade of 1% per year; the City gave .5%; as a result, employees that were moving into a new pay grade did not move much farther away than the employees who had just started. He said that this situation is not unique to just Greenville as these types of issues arise when merit increases are not given.

Council Member Glover said that she believed that the City's employees are paid very well except for those employees in the lowest positions. She advised the other Council Members to go and pull records to see the employees' evaluations; she believes that the merit system depends whether or not the supervisors like their employees and she will not support it until it has been fixed.

Mr. Moton directed the Council Members' attention back to the presentation. He said that based on the information on the revised sheet, by switching from a plan of 2% market and 1.5% merit to a plan of 2.5 % and \$100,000 for merit, there would be a saving of \$268,000 to the General Fund.



Council Member Mitchell requested that they be provided with a full comparison using the same public and private organizations that would not only show their merit/market increases, but also what types of retirement accounts they have, what they contribute to these accounts, and what they contribute to their employees' health plans.

Mr. Moton said that the City and GUC had hired a consultant two years ago to provide a comprehensive review of benefits, compensation, retirement options, insurance and how it compares to others. He advised Mayor Thomas and Council Member Mitchell that it would be beneficial for them to review the findings, the Total Compensation Report, with Ms. Case since they were not on the Council at the time that the survey was conducted.

Council Member Joyner requested to receive a copy of the report again.

Mr. Moton advised that generating the level of survey that had been requested would come at a cost and he presented them with the option of bringing back the Total Compensation Report for their review.

Council Member Joyner said that the true cost of an employee would include their salary as well as social security, health insurance and retirement and he requested that he be provided with that information annually.

Council Member Blackburn said that some of those programs are required by the state so she feels that the salaries are the most salient numbers.

Council Member Joyner said that it is important to see what each employee costs on an annual basis.

Mr. Moton said that acknowledged its importance and he reminded them that they had a time frame of 40-50 days, so it was important to get through all the information.

Mayor Thomas said that there were some issues that they would come back to.

Council Member Joyner said that he would like to have the information about total pay because he believes that it would be important to have that type of information before making a decision.

Mr. Moton said that the information that was requested at the April 23, City Council Budget Meeting could be found in the presentation. He said that the City pays 6.94% into the North Carolina State Retirement System for the employees that are non-police

and 7.05% for police; in addition, both police and non-police are required to pay 6% into their plan.

Council Member Joyner asked if the salary shown was before or after the employees' contribution of 6%.

Ms. Case answered that the salary shown is the gross total amount.

Mr. Moton said that the City is contributing \$2.8 million under this current plan. He said that the City also participates in the North Carolina Supplemental Program 401(k) at a rate of 5% for police and a fixed amount of \$40/pay period for non-police, which is considerably less than 5%. He presented them with information about other cities and what their contributions are to their employees' 401(k). He said that there are a couple of other programs, like the ICMA Retirement Corporation 457, that are strictly employee-funded where the City would not contribute on the behalf of the employees other than through a contractual relationship, like the previous City Manager.

Council Member Joyner said that they would need to examine the 401(k) option because the City is paying for two forms of retirement and he would rather increase their pay. He asked who is paying the fees on the employee-funded programs like the ICMA Retirement Corporation 457.

Mr. Moton addressed Council Member Joyner's concerns about the 401(k) option. He said that if you were to take out the amount that the City does not have to contribute, it would be \$600,000. He said that there are some cities that have temporarily reduced what they call the optional contribution of 401(k) during tight financial periods, so the Council could potentially look at reducing the 401(k) contributions on a short-term basis. He said that looking at the list of other cities, their government benefits are about the same, but most of the organizations are contributing considerably more to the 401(k) funds, even to the non-police personnel.

Council Member Joyner asked if these other organizations have another form of retirement.

Mr. Moton answered that they do; generally speaking, the North Carolina Retirement System is for all local governments and there are a handful that have their own city-sponsored plan, but most of them are members of the North Carolina Supplemental Program 401(k).

Council Member Joyner said that if he were to put the public and private sectors on the list, they would find that they are not doing that anymore.

Mr. Moton said that the document was prepared by the State.

Council Member Joyner said this would be a tough decision and he anticipates a lot of pushback on it, but he questioned if the City could afford to pay for two forms of retirement and he said that the average citizen only has one type of retirement plan. He asked who is paying the administrative costs on the employee-funded plans.

Ms. Case answered that the employees pay the cost.

Council Member Joyner said that some of the options offered, like the IRA and the Traditional IRA, can be purchased by the employees on their own.

Ms. Case answered that they could. She said that the funds are offered through ICMA and they are specifically for the public sector so there are some slightly different rules that are a little more lenient than the ones offered to the private sector, and there are some special life insurance provisions as well.

Council Member Joyner asked how much time it would take for an employee to sign up for these programs.

Ms. Case answered that it takes very little time because the company comes in and offers open enrollment in the Fall.

Council Member Joyner said that these services are provided at some cost to the City because employee time is being spent on administering these plans.

Ms. Case acknowledged that Finance and Human Resources have to get withholdings from the checks and balance them and it is sent in electronically.

Council Member Joyner said that they would be examining ways to do business more efficiently and this is something that he feels that the employees can do on their own.

Mr. Moton said that there is value in having an attractive comprehensive compensation program. He said that Greenville has aspirations to be the best in East and in order to do that they would have to be able to attract the best workforce. He advised that while they would not want to go too far ahead of other cities, they would not want to jeopardize the City's ability to recruit employees with experience by not offering a

compensation program that is in line with their peers. He voiced his concern that they would try to get it down to the bare bone because that is not the trend in North Carolina right now. He continued on with the presentation and gave information about employee participation in retirement programs and projected contributions from the City into these programs. He said that one of the benefits of a Supplemental Retirement System is that the state retirement system is based on income, so it provides a very good supplement for employees that are at the lower end of the wage scale. He concluded the staff presentation and asked if there were items of discussion that should be included on the next agenda.

Mayor Thomas said that there were a lot of questions about items on the present agenda that would need to be followed up on at the next meeting. He asked that they send out information as soon as possible so that they would be able to review it before the next meeting.

Council Member Joyner thanked the public and the media for coming out, and staff for their presentation. He felt that this type of meeting, with open and honest dialogue, has been needed to figure out what is best for the budget.

Mr. Moton presented a comparison of change in revenue from proposed revenue-neutral that was requested by Council Member Smith. He said that the top row, which shows a rate of \$.58, has additional \$1.5 million and the bottom row, which shows a rate of \$.52, projects \$2.1 million less in property taxes. The second document that he presented was a report which provided an inventory of non-essential City vehicles the departments that they are assigned to, the make, the model and when they were purchased. He said that most of the vehicles had a life cycle of 8 years and that has been extended. Finally, he presented a report on business licenses and billing caps from Financial Services. This report was generated at the Mayor's request for information about what Greenville's peer cities do as far as their privilege licenses. He reported that Asheville does not have a cap; Concord makes a distinction between types of services and they report retail at \$10,000, and service at \$3,000; Greenville is \$2,000; Gastonia reports at a flat rate only, no gross receipts.

Council Member Joyner asked what Gastonia's flat rate is.

Ms. Demery said that they did not have an exact number because they did not receive that schedule from them, but it depends on the type of business.

Council Member Joyner requested to see that information as well as the information for Wilson, Kinston and Rocky Mount since they charge the same way. He said that he is opposed to taxing property without taxing revenue.

Mr. Moton continued and reported that Jacksonville does not have a cap and he presented the supplemental report on other cities in North Carolina.

Council Member Blackburn said that they need to consider eliminating the City's cap and look at businesses that are not based in Greenville and extract money from the community; she believes that this will help support local businesses. She said that based on the information on the chart, Greenville has the lowest fee and it's not fair to local businesses to charge everyone the same amount.

Mayor Thomas clarified and said that Greenville does not have the lowest fee; it is just in comparison to the four or five other cities listed in the report, but he acknowledged Council Member Blackburn's point.

Council Member Joyner said that there is not really a way to make business owners who are from out of town pay a different rate. He said that just because a business is bringing in revenue does not mean that it is making money and he questioned when they would stop with the taxes.

With no further comments made by Council or staff, Mayor Thomas adjourned the meeting at 3:55 p.m.

Respectfully Submitted,

Valerie Paul  
City Clerk's Office



## **PROPOSED MINUTES FOR THE CITY COUNCIL BUDGET COMMITTEE**

The City Council Budget Committee met on Tuesday, May 15, 2012, at 2:00 p.m. in Conference Room 337 at City Hall, 200 West Fifth Street, Greenville, NC.

### **CITY COUNCIL MEMBERS PRESENT:**

Mayor Allen M. Thomas *	Council Member Marion Blackburn
Mayor Pro-Tem Rose Glover*	Council Member Calvin Mercer
Council Member Max Joyner*	Council Member Dennis Mitchell
Council Member Kandie Smith	

\* - indicates City Council Budget Committee Member

### **STAFF PRESENT:**

Thomas M. Moton, Jr, Interim City Manager  
Christopher Padgett, Interim Assistant City Manager  
Gerry Case, Human Resources Director  
Bernita Demery, Financial Services Director  
Scott Godefroy, Interim Public Works Operations Manager  
Delbert Bryant, Sanitation Superintendent  
Steven Hawley, Communications Manager  
Jonathan Edwards, Communications Technician  
Valerie Paul, Administrative Assistant

Mr. Christopher Padgett, Interim Assistant City Manager, said that Mr. Scott Godefroy, Interim Public Works Director, and Mr. Delbert Bryant, Sanitation Superintendent, would join him in presenting information related to the Sanitation Fund to the Committee. He said that because the City's practices have not changed with the times and the fees for sanitation services have not kept up with costs, the City has run into a deficit and will run into a larger deficit over time. He noted that out of the ten largest communities in the state, Greenville is the only one that provides backyard service. He said that the Council has adopted a policy that would grandfather in those citizens utilizing backyard services for a period up to five years; the task would be on staff to find the means to make funding sustainable within those parameters.

Council Member Blackburn asked if staff would be looking into ways to make the funds sustainable for the next five years.

Mr. Padgett answered that they would, however the present focus will be looking within the framework of the budget for the next two years.

Mayor Pro-Tem Glover asked for confirmation that the adopted policy would grandfather those who already had backyard services for a period up to five years and new customers would automatically receive curbside only service.

Mr. Padgett answered that she was correct.

Mr. Godefroy said that Public Works had gone for about four years without any type of increase.

Council Member Joyner said that they had recently changed the multi-family rate.

Mr. Moton said the multi-family rate had changed because the recycling fee had been added to it, so the increase would be considered a surcharge.

Mr. Godefroy said that staff numbers have remained consistent while other things have increased in cost such as fleet maintenance, fleet labor, diesel fuel, insurance rates and the fleet replacement fund. He said that a projected 18% conversion from backyard to curbside pickup this year shows a projected revenue loss of \$781,783.

Mr. Moton said that staff had anticipated this loss since the rate had not been increased during the last budget cycle. He said that at that time, Council had elected to use fund balance to maintain it rather than change the rates.

Mayor Thomas asked what the recommendation was two years ago.

Mr. Moton answered that staff had recommended a rate increase but the City Council's focus at that time was keeping the rates the same during a recession.

Mayor Thomas said that Sanitation had a fund balance at that time.

Mr. Moton said that they had built it up the first couple of years and they had drawn it down in 2009-2010. In 2010-2011 they had drawn down the remaining amount and were left with a slight deficit.

Mr. Padgett directed them to the Five-Year Sanitation fund spreadsheet. He said that the fund balance amount listed at the bottom of the sheet was the remaining fund balance. He made them aware that the fund balance amount was not associated with cash and the amount listed was just the required money offset by capital assets; effectively, in terms of cash on hand in fund balance to be used at the City Council's discretion, the amount was zero.

Mr. Bryant presented their proposed fee increases to the City Council: the curbside rate would increase from \$9.60 to \$12.65; the backyard rate would increase from \$26.00 to \$40.80; and the multi-family rate would increase from \$9.67 to \$12.65. He said that the



multi-family rate includes the \$.42 for recycling center construction and that amount would revert to \$.08 for maintenance fees in the fiscal year 2016-2017. He said that the proposed curbside fees and multi-family fees are close to the fees of those cities that are considered peer cities for Greenville. He said that the proposed backyard fee is less than what the larger cities in the state charge for that same service.

Mayor Thomas asked if the cities that offer backyard service use private services or public services.

Mr. Bryant answered that the cities that he had checked into used public services.

Mayor Pro-Tem Glover asked if he had that information.

Mr. Bryant answered that he did not have that information with him.

Council Member Blackburn recalled that Mr. Padgett had stated that Greenville is the only one of the top ten largest cities in the state that still provided backyard service, so she asked if the cities that Mr. Bryant had referenced were out of state.

Mr. Bryant answered they were.

Council Member Blackburn said that she did not feel that was a like comparison.

Council Member Joyner said that it was supposed to be an enterprise fund so it should reflect the true cost and not what peer cities are doing. He asked Mr. Bryant what the actual costs were for curbside service, backyard service and multi-family service.

Mr. Moton said that the purpose of making a comparison to peer cities is not to say that those are the actual costs, but to see if Greenville is in line with what others are charging and to use that information as a benchmark. He said that the costs were the budget, which is an estimate of \$7.2 million, to provide the same level of service next year.

Council Member Joyner asked if \$12.65 is the true cost to provide curbside service.

Mr. Moton answered that the Sanitation has three different businesses that need to be run. If it were handled by the private sector, it would be broken out and handled by three different units. The service that drives cost the most is backyard pickup. Staff obtained the real cost of backyard pickup by first figuring out how much would it would cost to have everyone under an automated curbside service, then subtract yard waste and vegetation, the final amount, which was about \$3 million, would be a barometer. Staff then divided the cost of vegetation and bulk junk collection and added that to each collection point.

Council Member Joyner asked if the cost of any one of the services would be subsidizing any of the others.

Mr. Moton answered that the method was not perfect and the only way to really gain the true cost would be to break out the division and have them serve each household.

Council Member Joyner asked if multi-family service would be subsidizing backyard service or curbside service.

Mr. Moton answered that staff felt that the costs listed would be what the services cost.

Council Member Joyner said that those costs would be the true cost.

Mayor Pro-Tem Glover said that she felt that more garbage is generated from multi-family collections than with backyard or curbside collections. She said that the dumpsters in her district are often overflowing and they have to be picked up off of the ground. She voiced her concern about increasing the backyard service fee from \$26.00 to \$40.80 because she felt that backyard service was being penalized and she felt that they needed to readjust the fees to make it more balanced.

Council Member Mitchell said that the Sanitation Fund was still considered an enterprise fund. He asked how they would define an enterprise fund for this purpose and he asked if the intent was to make the Sanitation Fund self-sustaining.

Mr. Moton answered that the argument could be made that Sanitation does not have to recover 100% of their costs because there are common areas where trash must be collected regardless of whether anyone pays for it; so it would be rational to say that the Sanitation Fund should recover 95% and the General Fund would subsidize the rest. He said that ideally, the fund would recover 100% of its cost, the City is not there yet because rates have not been set to cover the indirect costs which are part of the infrastructure that allows the Sanitation Fund to run. He said that it would also need to have Human Resources, Finance, Bookkeeping, and a General Manager and at present those costs have not been charged to it.

Council Member Mitchell said that he would be okay with covering the direct cost, but he felt that it would be beneficial to future City Councils if they were to come up with a policy of how to run this fund. He said that he felt that the present City Council is in a grey area where they do not have an understanding where they can say that they will have certain areas subsidized by the General Fund if need be, or if the true intent is to recover 100% of the direct cost.

Mr. Moton said that staff would recommend that the City Council set the rate to recover 100% of the direct cost and give some thought to what amount of indirect cost that they would consider appropriate.

Council Member Blackburn asked for clarification on whether or not indirect costs could not be recovered or if they would recover about a quarter of it.

Mr. Moton answered that they would recover \$340,000 of approximately \$1.4 million.

Council Member Blackburn said that the amount was not that much. She said that the backyard service fees would not apply to those that are disabled or sick, so the fee would apply to those that are able-bodied and choose to have the top-tier level of service. She said that it was her understanding that the City would need to be able to charge for that top-tier service while letting that top-tier service pay for itself. She asked if any of the fees that were recovered fees were related to Code Enforcement issues.

Mr. Moton answered that Code Enforcement fees go back into the General Fund.

Council Member Blackburn voiced her concern about the issues that Mayor Pro-Tem Glover had brought up about multi-family collections and she asked if the Sanitation workers were required to do extra work for the multi-family service.

Mr. Bryant answered there are some areas that have problems and others that do not. He said there is a staff member on each truck who is charged with picking up the extra bags and he was not aware of any major problems with multi-family collections.

Mr. Moton said that typically a contractor would not staff their operations to pick up trash outside of the dumpsters. He said that the commercial entities in the City are told to have trash in the dumpsters or it will not get picked up. He referenced the University of North Carolina (UNC) –Chapel Hill's MPA Report that said that the City of Greenville had the highest cost per collection of the cities that were compared. He said that issue is one of the inefficiencies that drive costs up. He said that the City should require that the Sanitation workers go to the dumpster, pick it up and set it back down. He suggested that they require locations that violate that rule to have a second container and pay more because what they are really trying to do is avoid the cost of paying for the additional service.

Council Member Joyner said that they were not enforcing the rules. He said that when he had first joined the City Council there were four, or five enterprise funds: Stormwater, Sanitation, Bradford Creek, The Aquatics & Fitness Center; now there are none and he did not remember voting that they not have the Sanitation Fund set up as an enterprise fund. He said that he believed that he had asked for the total direct and

indirect cost for all three services. He said that it appeared that  $\frac{3}{4}$  of the indirect costs were hidden. He asked staff if they had voted to not make this an enterprise fund.

Mr. Moton answered that it was still an enterprise fund.

Council Member Joyner asked for the definition of an enterprise fund.

Mr. Moton said that normally the transition from a service that is totally supported by the General Fund to an enterprise fund is one that is made over time. When the Sanitation Fund was a General Fund based operation there was not an incentive to be efficient in terms of how the service was consumed. The transition to an enterprise fund begins with a user fee where consumers understand that they are paying more because they are getting more service. He said that past City Councils did not want to shock citizens with significant changes in fees. Although it was recommended, the City Councils did not want to charge all of the indirect costs.

Council Member Joyner said that it was an enterprise fund and he asked why the City Council was not provided with the true costs.

Mr. Moton said he is confident that staff provided the indirect costs two years ago during the budget process and at that time, a member of the City Council had voiced his feelings that it could not be done.

Council Member Joyner recalled that he was that Council Member, but the costs were shown at that time and he asked why the costs were not being shown at the present. He said that he felt that it was important to see that information so that they could make their decision.

Mr. Moton responded that staff has been working to honor past preferences of the City Council. He said that to add in the missing amount of indirect costs, it's approximately \$2.48 per month for each line of service; that figure was obtained by taking \$1.4 million and dividing it by 37,000 accounts, and then dividing that number by 12.

Council Member Blackburn said that she feels that it is important for them as a City Council to understand the importance of having an account run like an enterprise fund. She feels that there are useful goals for having an enterprise fund, such as recouping costs. She said that in coming up with the definition of an enterprise fund, it would be important to keep the purposes and goals in mind and try to achieve those aims.

Mr. Moton agreed that it would be a good way to start. He said that one of the benefits of having an enterprise fund is addressing inefficiencies that had been putting pressure on the tax rate.

Mayor Thomas asked if the proposed rates for curbside service and multi-family service was in the average means of what peer cities were charging for those same services.

Mr. Moton answered that they were in the range.

Mayor Thomas said that he felt that they were being presented with such a change in rates because the issue had been passed down over the years, like the re-evaluation of property.

Council Member Joyner said that he felt that the \$2.48 fee was accurate and so the curbside rate would be \$15.13, the backyard rate would be \$43.28, and the multi-family rate would be \$15.13 a month. He said that it was his understanding that they had formed the rates to get away from backyard service. He said that according to information presented by Mr. Padgett, the City was not operating efficiently and he requested that staff present them with options towards becoming more efficient. He acknowledged that he had voted to keep the tax rate at \$.52 and one of the reasons that he had voted to do that was because he knew that some of these other costs were going to go up. He said that he felt if they had something that is supposed to be an enterprise fund then it should operate as an enterprise fund so that they can see if it is running efficiently or inefficiently. He said that they were going to lose \$781,000 and he asked which part of the budget would be impacted. He said that he felt that the cost should be passed down to the consumer since that was where it was coming from and he wanted to look at ways to be efficient.

Mr. Moton said that another benefit of recognizing an organization's enterprise funds is building the organization to support them. He said that if the City were to go ahead and add \$2.48 to the real rate to get the full cost recovery as Council Member Joyner had suggested, then that would equate to \$.02 on the tax rate and it adds \$1.1 million to the General Fund. He said that anytime that the General Fund is supporting a significant amount of an enterprise fund then the General Fund's ability to fund things such as parks and capital improvements is diminished.

Council Member Blackburn said that she felt like what the City was experiencing was growing pains from going from one form of doing business to the other, especially since they were trying to grandfather the backyard service in and trying to make a transition over the next five years. She said that she was concerned about increasing these fees any more than what they are already proposing because a service fee, which is the same for everybody, has the effect of being a flat tax, which burdens those of low-income. She said that she is disinclined to support fee increases especially when they are looking at changes that will make the City more effective in the long term.

Mayor Thomas said that backyard service is a choice so it would not be a flat tax. He said that it is a luxury that some can choose to have, and for those that are elderly, disabled or not able to handle curbside service, there are policies in place that would address those issues.

Mr. Moton said most people do not consider utilities such as telephone bills, cable bills, natural gas, sewer, or water to be a flat tax unlike city-delivered services which are often considered to be a flat tax. He suggested a way that the City Council could get to a point of managing costs, policy wise, would be to create options for those consumers who do not generate a lot of trash, such as smaller containers at a lower price. He said that the current definition of service that Greenville currently has is too generous. He gave an example where other cities would limit the quantity of what their citizens could put out and compared that to Greenville, where there were no limits.

Council Member Joyner asked if the other cities that Mr. Moton had compared Greenville to were college towns.

Mr. Moton answered that he had looked at some that were college towns and some that were not. He shared some of the policies that other cities have, such as Jacksonville. He said that the City of Jacksonville has a policy requiring residents who have large quantities of trash to contact the City to rent a dumpster or trailer which they could load for the City to haul away.

Council Member Blackburn said that for a person who makes \$20,000 a year, a fee of \$12.65 a month would be more difficult than for someone making \$200,000 a year. She said that it would hurt those with lower incomes more and this is what she meant by a "flat tax". She said that a tax rate would affect everyone proportionally, but in her opinion this would not be the same and it would affect those with lower incomes more.

Mayor Pro-Tem Glover said that citizens who are unable to pull their containers to the curb are required to have note from their doctor, but there are some citizens who are not disabled and cannot pull their trash cans either. She asked if they would be penalized. She also asked if they would have an age requirement.

Mr. Moton answered that they would not need to be disabled – they would just need to have a note from their physician saying that they are physically unable to pull the container to the curb. He said that it is a common practice of most communities as a way to be considerate to their older or less able population.

Mayor Pro-Tem Glover said that she agreed with Council Member Blackburn that the increase in rate would put a burden on those in the community of lower incomes or no incomes. She said that it should be done fairly so that the multi-family rate would bear some of the cost. She said that if the question is asked why they are being charged more,

then the response would be because workers have to clean up after the dumpsters have been lifted and emptied whereas they do not need to clean up behind those that have backyard service. She said there are citizens that are on fixed incomes and it would be unfair to ask them to pay \$40.80 for their garbage service.

Mayor Thomas asked that they proceed with Mr. Bryant's presentation.

Mr. Moton said that Mr. Bryant would proceed with his presentation and then he would go over the memorandum on the evaluation of the Sanitation Division's rate structure.

Mr. Bryant said that they have maintained about the same amount of employees even though the City has grown over the years. He gave the City Council a brief history of conversion rates and the amount of customers throughout the years who have chosen the backyard service option.

Mr. Moton asked Mr. Bryant how many customers had chosen the backyard service option in 2005-06.

Mr. Bryant answered that there were 9,406 customers and today there are 5,552 customers. He said that curbside service had doubled and multi-family service had gone from 17,570 customers to 20,436 customers during that same time frame. Looking at a compilation of single families, 32% of them are backyard customers and 68% are curbside.

Mr. Moton noted that this was a complete reversal from 2005-06.

Mr. Bryant said that they pulled out some costs but they did not touch vegetation and multi-family collections. They designed a system that would be specifically for backyard service so that they could compare that information to what it would take for automation. They took the cost-per employee amount which came to \$97,222, and used those figures to determine the costs of curbside/backyard service, which is currently provided, and curbside/automated. He presented that data which shows that curbside/backyard service uses more employees and more trucks.

Council Member Joyner asked Mr. Bryant to clarify that it costs \$97,222 for each Sanitation employee.

Mr. Bryant answered they came to that figure by taking the cost of operation, which is \$7 million, and dividing it by the 72 employees that they have.

Council Member Joyner asked if that figure includes fuel, maintenance of the trucks, tires and everything else.

Mr. Bryant said that he was correct; it is the actual cost per employee to operate. He went back to the comparison between curbside/backyard and curbside/automated, and said that the difference between the collection methods is \$2,236,106. The cost was calculated between the 5,400 residents, which was an additional \$34.50; he said that some cities charge that in addition to the curbside rate as a premium service, so they tack that fee on top of the curbside rate. Another method that they used to analyze the backyard service was to assume it as a separate service altogether provided by the Sanitation Division. This method would have its own trucks and its own collection at the same level of service. They used the same figure of \$97,222; this method came out to be \$40.50 a month.

Mr. Moton said that this method treats backyard service as a separate class of business and that would have to be the rate to continue providing that level of service.

Mayor Pro-Tem Glover asked why they could not use the same method with the multi-family collection.

Mr. Moton answered that the multi-family service is one of the most economical service levels that the City has even with some of the bad stops.

Mr. Bryant added that though there are a few bad stops, for the most part, most of the stops are very clean. He said that they have two people on the truck for anything that is outside of the dumpster which is above what most people provide.

Council Member Joyner said that he felt that the multi-family rate was inflated to subsidize either the backyard or curbside rate. He said that with curbside service you have to go to every house and with multi-family you might have 30 people using one trashcan so the City would profit at that rate.

Mr. Bryant said that if they were to pull out costs then they could estimate it; currently they operate as one big group and they do not track which driver is driving what even though the ranges may be a little different.

Mayor Thomas asked what kind of arrangements were made for seniors and disabled citizens that live in multi-family units.

Mr. Bryant answered that they could call the Sanitation Division and they would go and pick their garbage up from their unit.

Mayor Thomas asked if there was a lot of participation in that service.

Mr. Bryant answered that they did have some participation but not a lot. He turned their attention to things that have required them to charge more such as rising fuel costs, federal government mandates to reduce the trucks' emissions, the need for



different technology for the trucks, labor costs have increased for the Fleet Division, and the costs of repairing the trucks and the costs of the parts have gone up. He said that their proposed rates were in line with private contractors' rates for backyard service; the rates for curbside service and multi-family service were also in line with peer cities.

Mr. Moton said that it was a good policy to have this enterprise cover 100% of its cost and staff would recommend that at some point it would also cover 100% of its indirect costs as well. He said that staff had provided the Council with a rate that keeps indirect cost recovery of what it has cost for the past four years, and they have also been provided with a rate that would balance the Sanitation Fund and cover the operating costs. He expressed his hope that going forward the City would continue to isolate the costs of backyard out and update the curbside equipment for greater efficiency.

Council Member Blackburn asked if they were making motions at these meetings.

Mayor Thomas answered that they would not be making any motions at these meetings; the purpose of the meetings is to gather the facts and discuss them.

Mr. Moton said that staff tries to get a sense of whether or not the Council has reached a consensus on the issues.

Mayor Thomas said that he did not feel like there was a consensus on this issue.

Council Member Blackburn expressed her appreciation for the work that had been done to bring back different rates to propose to the City Council. While she did not feel that the rates make any of them happy, she did feel that they were necessary. She noted that the number of clients had doubled in the past 6-7 years but the number of workers had remained the same, and she felt that was very admirable.

Council Member Mitchell said that there has not been a rate increase in the past four years and if there is not a significant increase in the cost of backyard service, then the costs for curbside service would see a bigger increase and it would impact a larger portion of the population. He said that he was comfortable with the rates that were proposed.

Council Member Joyner said that he would like to keep this as an enterprise fund and show the true cost because this will make the City run more efficiently. He also feels that they should show all the costs for the Stormwater Fund. He realizes that they will have to raise the collection fees and this is why he did not want to raise the tax rate. He feels that this should be run as an enterprise fund if it is supposed to be an enterprise fund, and if it is not an enterprise fund then they would need to make some changes.

Council Member Mercer said that he was okay with the proposed rates based on the information available at the present time. He said that he would not likely support a sudden increase to full funding of operational and indirect costs because he would rather gradually move in that direction rather than having it come as a sudden shock; however, he did see this as a move in that direction.

Mr. Moton said that there were a few more items in their packets to present. He advised them that the information regarding Sanitation Division changes is available on the website and that information provides the standards for what is required. He informed them that Mr. Bryant would be working with two interns from the City Manager's Office to create a solid waste collection policy, similar to the one from the City of Jacksonville, which was also included in their packet. He said that the feedback and options defined by the City Council would address the inefficiencies in their current system, which he noted were not inefficiencies with the staff, but inefficiencies with the service itself.

Council Member Joyner asked for staff to provide them with input from another college town rather than use Jacksonville, which is a military town.

Mr. Moton said that they had used the City of Jacksonville merely as a reference point and he assured him that the Greenville policy would reflect the Greenville community. He gave examples of inefficiencies that he had witnessed and offered insight on how other communities addressed those same issues, such as limiting the amount of time spent at each house and having customers call to schedule the jobs that would exceed that time limit.

Council Member Joyner said that he did not agree with setting time limits on the service because he feels that the citizens' taxes pay for the service.

Mayor Thomas reminded him that customers would also have an option to call in and schedule a time for the larger jobs.

Council Member Joyner brought up an example of raking leaves and said that nearly everyone would be doing that at the same time so it might make it harder to schedule those types of jobs.

Council Member Mercer said that they were all aware that the largest inefficiency is the City's dual system. He said that other inefficiencies were alluded to – one being making an extra effort to pick up trash that had not been placed inside the containers at multi-family units. He feels that this extra step should be considered a "Cadillac" service and he feels that these customers, rather than the City, should be responsible.

Mr. Moton said that there may be special instances when this occurs, but if there is a general pattern then that would be cost-avoidance where they do not want to pay for an

extra container. If an entity cannot contain their garbage to one container over a period of time, then they should be required to obtain another one; this would be in line with what a private industry would tell them.

Council Member Mitchell said that his company is serviced by Waste Industries and they will tell you that you need to obtain another container; otherwise, they will take whatever is in the container that you already have and leave the rest that is outside of it.

Council Member Joyner said that they should have rules that cover these types of situations.

Mr. Moton said that Greenville is a service-oriented community that has for years provided a certain level of service, but had not adjusted based on its costs.

Mayor Thomas asked why the City had not committed to any of the best practices mentioned.

Mr. Moton answered that staff would have to explore all operations and they would bring back their suggestions to the City Council.

Council Member Joyner asked if the City uses front-end loaders or side loaders.

Mr. Bryant answered that the City uses both front-end loaders and side loaders.

Council Member Joyner said that at one time the City had used only side loaders so the apartment complexes had been required to build to accommodate those side loaders; now that the City is also using front-end loaders it is not the apartment complexes' fault if their containers are not compatible with the trucks because they had done what the City had required them to do.

Mr. Moton said that they are not blaming anyone but they are simply pointing out some of the factors that are driving the cost of operation.

Council Member Joyner said that he would like to come up with solutions to help those apartment complexes.

Council Member Blackburn said that although she does not like increases, she is in favor of the rates proposed at this meeting. She asked if that would be a decision that they would need to make at their next Monday night meeting.

Mr. Moton said that staff would bring back the rate of full recovery.

Mayor Thomas asked if they would need to vote on a direction for staff to take.

Mr. Moton answered that they would vote at the May 21 City Council Meeting so that the entire City Council could be present. He said that staff would present a recommendation to set a rate for full cost recovery, which is what an enterprise should do.

Council Member Blackburn said that she felt it would need to be voted on.

Mr. Moton said that staff would present it to the City Council.

Mayor Thomas said he thought that it would be done in the same manner that the rates were presented. He said that the City Council is there to hash out all the “what-ifs”, staff will present something based on that and the City Council would be free to suggest a different proposal that could be discussed and voted on.

Council Member Blackburn said that it sounded like staff would bring back an additional increased rate that will reflect indirect costs in addition to the increased rates already presented, which would create a burden on the City’s lowest income residents.

Mr. Moton answered that there are many ways of looking at it. By enacting the full cost recovery or an amount less than the indirect costs, you are going to add more to the General Fund Budget and that will allow the City Council to do more of what they would like to do. By not adopting the full cost including indirect costs, the General Fund is subsidizing the fees in the amount of \$.02 on the property tax.

Mayor Thomas said that would be about \$800,000.

Mr. Moton said that the City is getting about \$530,000 on the \$.01 tax rate so \$1.1 million is essentially \$.02. He said that if they were to adopt the rate of \$2.48 plus the other rates proposed, then they would be adding \$1 million to the General Fund every year, possibly take some of the burden off of the Fund Balance and potentially create revenue opportunities to issue debt; there is a lot that can be done by adjusting those rates.

Mayor Pro-Tem Glover asked if the Sanitation rates would still need to go up if they opted to increase the tax rate by 2%.

Mr. Moton answered that the City would have to increase its tax rate by \$.04 if they wanted to keep the Sanitation rate the same because \$.02 would be indirect and they would still need about \$1 million more.

Mayor Pro-Tem Glover said that she believes that it would be fair because she feels that those utilizing backyard service are bearing most of the burden under the current proposed plans.

Council Member Mitchell said that he feels that they are talking about policy rather than rates. Either it is an enterprise fund or they will subsidize it with the General Fund; if it is an enterprise fund, then the fees need to be increased so the revenue can pay for the services provided. He suggested that they take the numbers out of the situation and focus on the policy.

Mayor Thomas said that it is an enterprise fund so it would be appropriate to show that number.

Council Member Blackburn asked staff to clarify that a \$.02 tax increase would cover the subsidy with the additional \$.01 being the rate, which would essentially mean that they could raise rates to the proposed level and if there were a 2% tax rate increase then they would recover the General Fund cost of Sanitation services.

Mr. Moton said that 65%-66% of households are not owner-occupied so when you charge a user fee then the users begin to share the cost. A tax increase would hit the property owners greater than it would the renters. He said that he felt that charging the users a fee for services impacts those that are benefitting from the service.

Council Member Blackburn said that the City does not recover 100% indirect costs from storm water so she projects that they will have to have this discussion for storm water as well.

Mayor Thomas asked if there would be additional City business at the Joint City Council-GUC meeting on May 21<sup>st</sup>.

Mr. Moton answered that the focus of that meeting would be the recommendations of the Joint Pay & Benefits Committee and after that meeting the City Council would meet in the COMSTAT Room in the Municipal Building at 7 p.m.

Council Member Smith reminded staff that she would also be making her appointments to her boards and commissions.

Mr. Christopher Padgett, Interim Assistant City Manager, listed the topics that would be discussed during the stormwater presentation. He said that the key decision will be whether or not to increase the stormwater fee in order to keep capital its current rate that and as it is currently planned. He said that one option would be to possibly change the rate of projects that the City has been doing.

Ms. Lisa Kirby, Stormwater Engineer, said that the City had begun charging a stormwater fee in July 2003. The current rate structure is \$2.85/ERU and that rate has been maintained since the inception of the utility. Staff had committed to not raise the fee for the first five years at the fee's initial approval and that has been accomplished.

Mr. Padgett asked that she explain the term “ERU”.

Ms. Kirby said that an ERU stands for “Equivalent Rate Unit” which is a unit that measures the amount of built-upon area that somebody has on their property. The City’s current ERU is 2,000 sq. feet. She gave them a brief history of the stormwater fee; the revenues, expenditures, and fund balance of the utility; and potential operating expenses that staff foresees. She listed some of those potential operating expenses:

- An increase in ditch-line maintenance
- Watershed Master Plans
- Increased operating expense to maintain those Master Plans and that inventory
- Recommendations of future CIP Projects
- Long-term B&P maintenance for City projects – An example would be Thomas Langston Road or Regency Boulevard because there is a constructed wetland that the City will maintain as a result.

She said that staff recommends an increase of \$.50/ERU for next fiscal year, and an additional increase of \$.50/ERU for the fiscal year after that.

Council Member Joyner asked what the increase would equate to for an ERU of 2,000 sq. feet.

Ms. Kirby answered that the largest portion of the City’s single-family units pay for 2 ERU’s, which would equate to \$5.70 at the rate that they are currently paying. With the first proposed increase they would recognize an additional dollar per month and another additional dollar with the second increase.

Council Member Joyner asked what East Carolina University and the Pitt-Greenville Airport pay per month.

Ms. Kirby said that she did not have the information with her but she would provide it.

Council Member Joyner said that he would like that information. He said that he feels that this is a large increase percentage-wise.

Ms. Kirby said that she would bring back a list of the entities with the largest ERU’s to see what the increase would mean to their bottom lines.

Mr. Moton said that the fee has been the same for the past eight years, the rate of projects has accelerated and last year changes were made to the program. He said that Ms. Kirby had advised the City Council that if the changes were made then the resources would be depleted faster.

Council Member Joyner asked for clarification that there is \$5 million in Fund Balance.

Ms. Kirby answered that he was correct and it was her understanding that it also includes assets. She said that the cash on hand that they had been given to work with at the end of the last fiscal year was about \$2.7 - \$2.8 million.

Council Member Joyner asked how there could be a fund balance of \$5 million and \$2.7-\$2.8 million in cash.

Ms. Kirby said that she would have to defer to Finance.

Mr. Padgett said that it is capital assets, which is the same situation that they had discussed with Sanitation. In terms of available fund balance, the cash on hand is what you have to work with.

Mayor Thomas asked if that means the rest is spoken for.

Mr. Padgett said that he was correct.

Ms. Kirby clarified and said that the \$2.7 - \$2.8 million is what staff has to work with.

Council Member Joyner asked if that meant the funds were already committed to projects that are in the books.

Mr. Padgett said that he was correct.

Ms. Kirby said that if the City were to maintain its current level of projects and not increase the fees, then it would be in the red in 2013.

Mr. Moton asked for the projected cost of projects in 2012-2013.

Ms. Kirby answered that the projected cost is \$1.2 million.

Council Member Joyner said that if this is an enterprise fund then it should be treated as an enterprise fund and it should show all direct and indirect costs. He stated that the City Council would have to be more firm and run the fund as an enterprise fund if it is an enterprise fund.

Mr. Padgett said that according to their study, the actual cost is \$498,150, and indirect costs are about \$236,000.

Ms. Bernita Demery, Finance Director, pointed out that the study was conducted in 2009, so there would be some differences once the study is updated, which happens every 2-3 years.

Council Member Mercer said that the proposed fees are roughly half of the indirect costs.

Ms. Demery confirmed that he was correct.

Council Member Mitchell said that he understands that trying to associate indirect costs is a very difficult thing to do but there still needs to be a policy concerning enterprise funds. He said that although it's hard to truly define what an enterprise fund is and all of the costs may not be totally recovered, it is still important to show all of the costs.

Mr. Moton said that one of the advantages when discussing stormwater is the amount of entities that generate a demand for stormwater systems that are tax-exempt. With an enterprise fund for stormwater, even non-profits have to contribute to maintain it. He pointed out that a lot of the City's property and tax base is tax-exempt so it would be prudent to consider having an enterprise fund where you can charge a user fee.

Council Member Joyner said that he is the liaison to the Pitt-Greenville Airport Authority and he knows that they are charged \$70,000 - \$80,000 a year even though they do not discharge any water. He said that they would like to be granted immunity from paying this fee and he asked if there are any exemptions.

Mr. Moton said that there are no exemptions. He said that the Pitt-Greenville Airport situation is interesting because there is a lot of impervious cover out there and it is hard to believe that they are not displacing any water because anything with a hard surface will generate run-off.

Council Member Joyner said that he was just reiterating what he had been told and he asked if anyone from the airport had ever inquired about an exemption.

Ms. Kirby said that she had spoken with Mr. Jim Turcotte, former Executive Director of the Pitt-Greenville Airport, and she had informed him that at that point there were no exemptions in the program.

Mr. Moton said that creating an exemption would be a policy decision for City Council and staff would not advise it because everyone would have a reason to be exempt. He noted that even City property is billed and that amount is paid to the stormwater fund just as the City's sanitation fees are paid to the sanitation fund.

Council member Joyner asked how much the City currently pays for stormwater fees and what the amount would be with the proposed increases.

Mayor Thomas suggested that Ms. Kirby prepare the information and send it to them since she did not have it on hand.

Mr. Moton asked if he would like to see the largest stormwater charges or just those particular two.



Council Member Joyner said that he would like to see the airport's fee as well. He said that he would like to get the other Council Members on board with making this a 100% enterprise fund.

Council Member Blackburn said that she feels that it is important to figure out what the goals are for these two separate funds and not to get bogged down with the language. She said that she agreed with Council Member Mitchell that they would need to be looked at, but the City Council should not make policies in a rigid way because their duty is to serve the public.

Mayor Thomas said that was a good point and he asked staff what the goals are for these enterprise funds.

Mr. Moton said that some of these changes were new in terms of financial management but the reevaluation has shown that the General Fund is supporting other entities that could be contributing their fair share. Generally speaking, user fees are fair because you pay for what you get and it is would be staff's recommendation to work toward having both of these contributing their full cost as well as their fair share of the General Fund support that they receive.

Ms. Kirby said that staff has projected that if the current level of projects is maintained then the budget will drop below zero Fund Balance in 2014 without the first increase.

Council Member Joyner asked to see a list of the projects and their costs.

Ms. Kirby said that the information is in their packet, but it does not include a timeline.

Council Member Joyner asked if the City's drainage system is behind or getting better.

Ms. Kirby answered that it depends on what section of the City you are in.

Council Member Joyner asked where they are at with the drainage system.

Mr. Scott Godefroy, Interim Public Works Director, said that there are quite a few neighborhoods with aging culverts that need to be replaced. He said that Ms. Kirby had identified special projects that are replacing some of the older infrastructure; he said that it will take time and there has to be funds available in the stormwater fund for these repairs.

Council Member Joyner asked that staff produce information on personnel costs associated with the stormwater fund.

Mr. Godefroy agreed and said that they have the closed-drainage crews and the ditch crews; he noted that there are miles of ditches to maintain.

Council Member Joyner asked that staff also provide the mission statement for what the stormwater system is supposed to do.

Council Member Mitchell asked if the Dickinson-Chestnut Project was funded by the bonds fund.

Ms. Kirby answered that she had not marked them on the list, but both Skinner-Howell and Dickinsono-Chestnut were bond projects.

Council Member Mitchell asked if there is a reason why these projects are taking longer to complete.

Ms. Kirby answered that those projects were dependent on other projects being done downstream.

Council Member Joyner asked for staff recommendation.

Mr. Godefroy said that staff recommends increasing the fee by \$.50 for fiscal year 2012-2013 and increasing again by \$.50 in fiscal year 2014-2015.

Mr. Moton said that the alternative would be to slow down on the rate of capital improvements and not increase as much during the second fiscal year.

Council Member Blackburn voiced her concern that the City would fall behind if the capital improvement projects are cut back.

Ms. Demery clarified that when Ms. Kirby says “next fiscal year” she is referring to fiscal year 2013-2014.

Mr. Godefroy said that there is a proposed \$4 million revenue bond to pay for a sizable project.

Ms. Demery said that they would be able to continue to the capital projects.

Council Member Joyner asked for details about the revenue bond.

Ms. Kirby answered that it would begin in 2014-2015 and it would go towards two projects – the Town Creek Culvert, which drains a majority of the downtown region and has to be in place before the 10<sup>th</sup> Street Connector comes on line, and also Haw Drive out by the airport.

Mayor Pro-Tem Glover asked if the City is still eligible for the stormwater money that comes from the state.

Ms. Kirby said that she is not familiar with that fund.

Mayor Pro-Tem Glover clarified and said that the money actually comes down from the federal government.

Ms. Kirby asked if she was referring to the Stormwater Management Trust Fund Grant.

Mayor Pro-Tem Glover said that was the fund that she was referring to.

Ms. Kirby said that the funds run yearly and you would have to apply for specific projects; she noted that those funds had been significantly cut.

Mayor Pro-Tem Glover asked when the City had last received those funds.

Ms. Kirby said that she had been there since 2003 and, to her knowledge, the City has never received those funds.

Mayor Pro-Tem Glover said that the City had lost out on \$1 million during the last application cycle because of personnel. She said that staff should still be going after those funds if they are available whether the City is awarded or not.

Mr. Moton said that Ms. Kirby presented the City Council with the option of applying for the grant when she presented the Stream Bank Stabilization & Restoration Program, but the City Council preferred to go ahead and get the citizens some relief rather wait through the grant application award process.

Mayor Pro-Tem Glover said that they directed staff to not wait on the grant for that particular project but they had not instructed staff to not apply for the grant.

Mr. Moton said that the grant had been brought up and staff would find other projects that might qualify for the grant.

Council Member Joyner asked for a status update on the Hucks' situation. He asked if they had artisan wells in their backyard now and he noted that they have additional problems.

Ms. Kirby said staff went back a couple of weeks ago and installed a French drain along the bank because they could not get the bank stabilized. She recalled that the last rain had washed the seed and straw that had been placed there, but it seems to be working and that should have addressed any additional problems.

Council Member Joyner asked if contact had been made with them to get their feedback and he said that he would not mind doing it himself if staff had not done it yet.

Ms. Kirby said that they do keep in contact with them, but Council Member Joyner was certainly welcome to get in contact with them as well.

Mr. Moton said that concluded staff presentations and he said that the next item was Items of Discussion for Next Meeting.

Council Member Joyner expressed his concern that when Greenville businesses go to other cities such as Raleigh and Wilmington to conduct their business they have to rent office space there, yet Greenville does not have a similar rule for outside businesses coming into Greenville. He said that he would like to make that an item that they could put on a future agenda so that they can discuss it.

Mayor Thomas agreed that Greenville needs to look at measures and best practices to help local businesses.

Mr. Moton said the City does a number of projects locally. He said Council had asked staff to see if local preference could be considered for bids. City Attorney David Holec investigated that and found that the City would not be able to give preference to a local bidder if their bid was not the lowest bid. Ms. Demery was asked to contact Raleigh last Fall to see if they had a local preference ordinance.

Ms. Demery said that she could not recall the particulars of the report but at that time, the City of Raleigh did not have such an ordinance in place, but staff would be willing to look at it again.

Council Member Joyner said that it is in place in Raleigh and not only are outside businesses required to have an office, but the office also has to be a certain number of sq. feet.

Mayor Thomas said it was a point well made and he asked if there were any further items that would need to be added to the next agenda for the budget process.

With no further discussion, Council Member Blackburn made a motion to adjourn which was seconded by Council Member Smith. The motion carried unanimously and Mayor Thomas adjourned at 3:45 p.m.

Respectfully Submitted,

Valerie Paul  
City Clerk's Office

## **PROPOSED MINUTES FOR THE CITY COUNCIL BUDGET COMMITTEE**

The Greenville City Council Budget Committee met on Wednesday, May 30, 2012, at 2:00 p.m. in Conference Room 337 at City Hall, 200 West Fifth Street, Greenville, NC.

### **CITY COUNCIL MEMBERS PRESENT:**

Mayor Allen M. Thomas *	Council Member Kandie Smith
Mayor Pro-Tem Rose Glover*	Council Member Marion Blackburn
Council Member Max Joyner*	Council Member Dennis Mitchell

\* - indicates City Council Budget Committee Member

### **STAFF PRESENT:**

Thomas M. Moton, Jr, Interim City Manager  
Christopher Padgett, Interim Assistant City Manager  
Bernita Demery, Financial Services Director  
Scott Godefroy, Interim Public Works Director  
Joe Bartlett, Interim Police Chief  
Bill Ale, Fire-Rescue Chief  
Kimberly Branch, Financial Services Manager  
Delbert Bryant, Sanitation Manager  
Steven Hawley, Communications Manager  
Jonathan Edwards, Communications Technician  
Valerie Paul, Administrative Assistant

Mr. Thomas Moton, Interim City Manager, gave an overview of the presentation. He reminded the staff that the Budget Committee would not vote on any of the items.

Mr. Christopher Padgett, Interim Assistant City Manager, said that the City has an AA Bond Rating which allows the City to borrow money at a competitive interest rate. One component in determining a city's Bond Rating is fund balance, which is effectively the city's savings account. Fund Balance percentage is calculated by dividing a city's fund balance by its annual expenditures; as of June 30, 2011, the City of Greenville's fund balance percentage is 29%.

Mayor Thomas asked for the current state of the City's Fund Balance percentage.

Mr. Padgett acknowledged that the budget has grown somewhat over time and he cannot say for sure what the percentage was for previous years, but he would address that in further detail later in the presentation. Of the total Fund Balance, \$10.8 million is identified as restricted and \$18.3 million is identified as available. Included in the restricted category is Stabilization by State statute, which is about \$7.3 million; that state-mandated amount is set aside in the event that receivables are not collected as

anticipated. Also included in that category are funds that are restricted for obligations which total to about \$3.3 million. The second category is available; included in that category is \$2.7 million for Insurance and Loss Reserves, \$120,000 for the League of Municipalities Conference, a little over \$2 million for expenditures in subsequent years. Mr. Padgett explained that the three amounts that he listed under the available category are available but they are already committed or assigned because the City Council has a purpose for it. He said that the last item is designated as unassigned and it totals to \$13,380,913. This is the amount that is truly available to the City Council, subject to some parameters that will be discussed further in the presentation. The Local Government Commission (LGC) recommends that municipalities maintain a minimum of 8% of their annual expenditures as available fund balance. Based on the City's proposed 2013 Budget, that amount would be about \$5.8 million. He explained that 8% is the very minimum and the City can easily cover that amount in both the available amount and in the unassigned amount. He went on to say that the City had adopted a policy to maintain 14% of expenditures as unassigned fund balance; based on the proposed 2013 budget, that amount would be \$10.2 million. Looking at the current unassigned fund balance, the City is about \$3.2 million above policy. He said that based on the proposed budget, the City is planning to use about \$1.4 million of fund balance over the next two years, which would still leave the City about \$1.8 million above policy. He pointed out that the numbers do fluctuate because fund balance is not a stagnant issue and staff had recommended using a small portion of fund balance for both fiscal years 2013 and 2014, recognizing that this is a gap-budget process.

Mayor Thomas asked if the 14% is definitively set as available fund balance.

Mr. Padgett answered that according to the City Policy, it is unassigned.

Council Member Mitchell asked if the 2.2 months worth of unassigned expenditures is part of the \$13 million.

Mr. Padgett answered that the City has 2.2 months of unassigned expenditures which means that if the City were to stop collecting revenues today and run solely on its fund balance, then the City could operate for 2.2 months.

Council Member Mitchell asked if that is a portion that is set aside in the unassigned balance.

Mayor Thomas said that it is the ability to be able to do that.

Council Member Mitchell asked for clarification that staff meant that the unassigned balance could last 2.2 months.

Mr. Padgett answered that his understanding was correct; with a \$72 million budget, the City is spending roughly \$6.1 million a month.

Council Member Joyner asked if the City has a borrowing capability of \$300 million.

Mr. Padgett said that the City does have borrowing ability and he advised that Ms. Bernita Demery, Finance Director, would be able to provide the City Council with more details.

Council Member Joyner said that if an emergency were to arise then the City would be able to borrow up to \$300 - \$400 million.

Mr. Moton said that although the City would be able to borrow that money, it would not be received right away and the City would have to have the ability to pay it back in a timely manner; the key question is how much extra revenue is available to make those monthly payments. He said that \$321 million is the debt ceiling but he advised against operating that way.

Ms. Demery said that it also includes the fact that the City owns Greenville Utilities so their debt is City debt.

Council Member Joyner said that he did not want to give the public the impression that the City did not have any other options in an emergency situation beyond running the City for 2.2 months on fund balance.

Mr. Padgett said that staff had looked at the twenty largest cities in the state and their available fund balance. The average of those cities is 34.63%; he pointed out that the average was somewhat skewed by the percentages of the top four cities:

- Burlington – 98.06%
- Huntersville – 97.5%
- Cary – 86.85%
- Concord – 56.03%

He said that if you were to take the list of cities and drop the top five and the bottom five, then the range would be between 17% - 33%; Greenville, at 29%, is comfortably within that range.

Council Member Joyner asked if it were possible to obtain the unassigned fund balance for each of those cities. He said that although Burlington has \$46 million set aside, if some of it is already assigned then it is not an accurate figure.

Mr. Padgett said that it would take a bit of effort because staff would have to go and look into those cities' Comprehensive Annual Financial Reports (CAFR).

Council Member Joyner said that it was important to know if the amounts were assigned or unassigned because it makes a big difference.

Mr. Padgett said that staff could possibly do that.

Council Member Blackburn asked why Burlington or any city would choose to keep such a high percentage of fund balance available.

Ms. Demery said that it could possibly be because cities with smaller populations need more fund balance to qualify for an AA rating. Another possibility could be that they generate more money per penny on the tax rate because of their growth rate.

Council Member Blackburn noticed that Asheville, which is a city that seems to be pretty healthy, has a only has an available fund balance of 14%. She asked if the state requires cities to hold 14%.

Ms. Demery answered that the state requires that cities hold 8% and Asheville generates \$1 million on every penny where Greenville generates \$560,000 on every penny.

Council Member Blackburn concluded that Asheville would not need as much in that case and that the percentage that the cities retain would depend on their own individual micro-economy.

Mr. Moton said that staff's intent was to provide the City Council with the context of where the City is at and so the information that was prepared did not list all the nuances. He advised that the next part of the presentation would provide benchmarks, but they are not absolutes; the point that should be taken away is that the City's fund balance is healthy.

Council Member Joyner said that he still feels that it is important to know if the figures for those other cities include committed amounts. He feels that the key is knowing how much of those amounts are unassigned.

Mr. Moton said that although he is not sure what the value is, staff can prepare that information.

Mayor Thomas said that the point was taken and it could be discussed later.

Mr. Moton said that there has been a lot of discussion about sanitation services, rates and what is being proposed. He informed the City Council that information from the North Carolina Local Government Performance Measurement Project would be referenced throughout the presentation. He asked the Council to note that the information for Winston – Salem had changed since the project had been conducted and they now offer curbside collection only; Greenville is the only city that offers both



curbside and backyard service. The City's tonnage, compared to other cities of the same size, is relatively high.

Mayor Thomas asked what that would be attributed to.

Mr. Moton answered other cities restrict and limit what their citizens can put out for collection. Greenville, on the other hand, offers unlimited services.

Mayor Thomas said that the other cities encourage conformity for recycling and for keeping refuse in their containers.

Mr. Moton said that he was correct. He said that having refuse confined to a container and not overflowing is very important and he noted that Winston-Salem will only allow three containers on the curb.

Mayor Thomas asked if any other city has an open-ended policy like Greenville.

Mr. Moton said there were not any in the places that staff has researched. He said that Greenville's sanitation services are the best and the most open-ended across the board, but as such, it costs more to operate.

Council Member Blackburn said that the City is faced with a system that needs to do better at recuperating its cost. She asked if it would be useful to consider limiting what can be taken to the landfill, limiting the number of containers and having unlimited recycling.

Mr. Moton said that it would be helpful. He offered another suggestion to let the citizens have as many containers as they wanted, but have them pay a fee for them.

Mayor Thomas asked if comparable cities charge for a second container.

Mr. Moton answered that they do.

Mayor Thomas said that Winterville also charges for a second container.

Mr. Moton said that Winterville charges the full rate for a subsequent container, so if the charge is \$11.50 a month, then the second container will also be \$11.50 a month; in comparison, you can put out an additional container in Greenville and the rate will remain the same.

Council Member Joyner said that he was concerned that there will be a problem with citizens dumping their garbage in vacant lots like there was when the City stopped picking up construction debris. He asked what Chapel Hill has trash-wise since they are about the same size as the City of Greenville.

Mr. Moton answered that they were not a participant in this project.

Council Member Joyner said that Chapel Hill is more in line with Greenville because it is about the same size and it is a college town.

Mayor Pro-Tem Glover asked if Winston-Salem had gone completely automated.

Mr. Moton said that some of the information had to be updated because staff had pulled it from a 2011 report. He said that he had pulled updated information from Winston-Salem's website which reflects that their city currently offers curbside service only.

Mayor Thomas agreed with Mr. Moton that although the report was a little dated, it still proved to be a valuable snapshot.

Mr. Moton said that very few cities have 3-person crews going across the board like Greenville does.

Mayor Thomas said that a category that is not included in the report is which cities have switched to privatized services rather than trying to run it internally.

Mr. Moton said that the report was published independently.

Council Member Joyner said that the City had ordered three new trucks and he asked if any of those trucks are automated.

Mr. Moton answered that one of the trucks is automated. He said that sanitation trucks are custom made so the order must be placed 6 months in advance. Staff had placed an order for three trucks last November or December – before the City Council had made the decision to eliminate backyard service. Staff was able to catch one of those trucks as it was in the manufacturing process so it could be upgraded to an automated truck.

Council Member Joyner asked what the cost associated with that change was.

Mr. Moton answered that the exact figure was sent in a memo in Notes to Council, but he believed that it was about \$40,000.

Council Member Joyner said that the City needed to do whatever is necessary to avoid purchasing the two other trucks.

Mr. Moton said that staff is investigating all of the options for what can be done to cancel an order for trucks that are no longer needed; the City's legal office will be pulled in and staff will do whatever is possible to avoid delivery of the trucks.

Council Member Blackburn said that it was her understanding that the trucks would have had to have been ordered regardless for the backyard service.

Mayor Thomas asked for the running life of these trucks.

Mr. Delbert Bryant, Sanitation Manager, said that it is about 8-10 years.

Council Member Blackburn asked there is a way that we can still use these trucks.

Mr. Moton said that these were scheduled replacements based on the age, condition and wear of the vehicle.

Mayor Thomas asked if the decision had been today, would the City have ordered those trucks or would the City have ordered automated trucks.

Mr. Moton said that he did not believe that they would have been ordered and he asked for Mr. Bryant's opinion.

Mr. Bryant said that they would not have been ordered.

Council Member Blackburn said that it was her understanding that the City would continue providing backyard service for the next five years and that is why she thought that they could still be used.

Mr. Bryant said that they are planning to continue the backyard service but the conversion rate will allow the City to use some of the newer trucks for a longer period of time.

Mayor Pro-Tem Glover asked for the cost of the trucks.

Mr. Bryant answered that they are about \$130,000 each.

Mayor Pro-Tem Glover asked how much it would be to equip them.

Mr. Bryant answered that the cost is included.

Mayor Pro-Tem Glover asked if they are like the ones that we currently have.

Mr. Bryant answered that they are.

Council Member Joyner asked when the trucks are supposed to be delivered and he asked when the Council would be notified of the options that are available to avoid taking them.

Mr. Moton answered that staff is working closely with the manufacturer to explore all possibilities; since there is a contract involved, staff will have to investigate all the legal remedies. He said that he hoped to have an answer in the next couple of weeks.

Council Member Joyner asked for a follow-up in two weeks and he said that he felt that staff should do whatever is necessary to get out of paying for those trucks.

Mr. Moton gave a report on recycling in the City of Greenville and how the service compares to other cities.

Council Member Joyner said that it seems that there is not a lot of recycling done in Greenville.

Mr. Moton said that it goes back to Council Member Blackburn's point – when the citizens are allowed to put out all of their trash, there is not an incentive to do more; it's more convenient to just throw it all in the trash.

Council Member Blackburn said that it seems that the places that have contracted services for recycling have low percentages and that is a concern for her. She asked why there is not a community set-out rate for Greenville like there are for the other cities in the report.

Mr. Moton said that at the time that Greenville became involved in this project, some of the data was not available and sometimes it is more costly to compute that data than the actual value of the data.

Mr. Bryant said that in order to get that data the driver would have to keep up with the workers that are going in, the number of backyards that are serviced, and who is participating in the recycling program.

Mr. Moton said that it would be much simpler to calculate curbside collection. He said that there are three main components of a single-family sanitation bill: unlimited recycling and household refuse, unlimited yard waste and leaf collection, and white good collection; the City of Greenville includes all of these services in one bill. He said that the City will provide leaf collection once a week between the months of November – February, while other cities will do a sweep 2-4 times during the season.

Mayor Thomas asked if the leaves get picked up once a week for the entire year.

Mr. Moton answered that the leaves get picked up once a week during the leaf season, which runs from November – February.

Council Member Blackburn asked about brush collection.

Mr. Moton said that brush collection is also covered in the presentation. He said that leaf season is 14-15 weeks, so the City does about 14-15 weeks during the year.

Council Member Blackburn observed that bigger cities such as Greensboro have more pavement and buildings, but Greenville is still a very leafy community so she asked if it is an area where they should really trim costs and she asked if cutting back in that area would lead to more problems.

Mr. Moton said that most of these cities are fairly green. He noted that most of Greenville is fairly new with new subdivisions and young trees so to have this level of service is pretty extraordinary.

Council Member Joyner said that he likes the current leaf collection. He is not in favor of leaving the leaves in the yard because they will get blown everywhere and a lot of these neighborhoods work hard to look nice.

Mayor Thomas asked if most of these communities have an option to make a phone call to have the debris hauled off.

Mr. Moton said that some do.

Council Member Joyner said that he would like for all the Council Members to be present to see who would be in favor of changing the service and who would be in favor of keeping it the same.

Council Member Mitchell said that he would be in favor of a change because the City provides so many services, but no one wants to pay what these services actually cost so if the sanitation fees are not extremely high then the City will have to make some concessions on the amount of services that it provides. He said that he is not saying that there should be dramatic changes to the leaf collection, but there needs to be some changes. He asked if the employees listed in the report are devoted solely to leaf collection.

Mr. Bryant answered that contracted services are used for leaf collection.

Council Member Mitchell said that comparisons are being made between Greenville and other cities as far as fees, but the services are not being compared. He said that Winterville may only pay \$11 per month for service, but their service is very basic, whereas Greenville offers an enhanced service but it is not reflected in the cost. He believes that it is a good idea to try to make the Sanitation Fund pay for itself because if it does not then it will continue to lean on the General Fund in the years to come. He suggested that the City Council and staff come up with a rate that the public can handle and then figure out what services should be offered accordingly.

Council Member Blackburn said that she agreed with Council Member Mitchell that rates would have to be raised until the fund starts breaking even and inefficiencies

would have to be addressed. She went back to the issue of leaf collection and suggested that most of the leaves would be gone by December so staff should look at inefficiencies there.

Mayor Thomas said that there is no question that the City should provide these services but the question is how to provide them in an efficient manner. He acknowledged that the price of maintenance, trucks and personnel has gone up while the cost of these services has not kept up. He said that the enterprise fund is now bankrupt and now decisions must be made.

Mr. Moton said that other cities put parameters on their service level. He suggested that the City provide a fee service where someone can call and have their garbage hauled off for a fee. He said that the rates have been driven artificially high to cover a benefit that a small percentage of the population uses extensively.

Mayor Pro-Tem Glover asked why there was not any information on what the City collects as far as the loose leaf collection and yard waste. It is difficult to make an accurate comparison to the other cities without that information.

Mr. Bryant answered that the current disposal site for the City is the landfill on Highway 33 and there is not a scale available for weighing the trucks.

Mayor Thomas said that many municipalities have a landfill fee that is passed down to every user. He asked if Pitt County had such a fee as well.

Mr. Moton said that it is \$68-\$69 on Pitt County residents' annual tax bill.

Mayor Thomas said that some roll it into their sanitation budget where Greenville's is rolled into the tax bill.

Mr. Moton said that he was not sure if it was a local ordinance that has it set it up like that, but he understood it to be the preference. He said that generally there is a tipping fee which is one of the reasons why there is an issue with dumping; if someone is driving across the county to dump their debris when access to the dump is free, then there may be something else going on. He presented data on neighboring towns within Pitt County and other cities in Eastern North Carolina as the Council had requested.

Council Member Blackburn asked if a recycling fee is imposed along with the garbage fee in Rocky Mount.

Mr. Bryant said that it is not an option – it is included in what they are charged.

Mr. Moton said that staff had indicated that it would take \$.91 per class of customer to recover indirect costs. He said that there would be an opportunity in the first year to

adjust the rates and still recover the costs but it could not be sustained the second year. He advised that if there will not be a rate increase the second year then there would have to be significant adjustments to the service level.

Council Member Blackburn asked if the increase should be broken up and implemented in two separate years to lessen the impact.

Mr. Moton said that if she is suggesting that the increase be split between two years then he would not recommend that.

Council Member Blackburn said that she was suggesting that the Council go ahead with the \$.91 increase.

Mr. Moton said that would be manageable. He said that after discussions at the May 21 Budget Workshop, he was in agreement that there should be more done to recover more of the indirect cost and he made the decision to recover at least 50% of indirect costs. He said that the original rate that was proposed was \$13.15 and \$41.30; he said that a number of City Council members had asked if it was possible to tighten it the first year and reform and modernize the service so that it does not have to be as much the second year.

Council Member Blackburn asked if some adjustments could be planned into the next budget year so that there would not be a need to go through this process again.

Mayor Thomas asked if she was referring some of the practices that other cities are doing that Greenville is not.

Council Member Blackburn said that they could do both rate and efficiencies, but the rate should definitely be addressed.

Mr. Moton brought up the idea of a volume-based structure where customers can choose the size of the container so that their rate would reflect their volume of refuse.

Mayor Thomas said that customers would not be allowed to purchase a smaller container and still have additional bags beside the container – they would need to purchase the larger container.

Mr. Moton said that the most interesting trend out there is Winston-Salem where customers are given their first container for free, subsequent containers are \$40 and there is a maximum of three curbside containers; if the customers want yard service, then a sticker is purchased for yard waste at a rate of \$60/year.

Council Member Smith asked if the maximum of three containers includes the container for the yard waste.

Mr. Moton said that there is a separate container for yard waste.

Mayor Thomas cautioned against getting too wrapped up in mass customization because it would become more of a burden on staff.

Mr. Moton agreed and said that he was just pointing out what the trends are.

Council Member Joyner requested that an Request for Proposal (RFP) be put out in June for outside contractors and he asked that Sanitation make a proposal of what can be charged so that the City Council can review all of the options. He voiced his concern about the employees if an outside contractor is utilized and he said that he wants to be sure that they will be taken care of as far as early buyouts or other options like that.

Council Member Blackburn said it is a matter that would require discussion and she is not in favor of privatizing the service.

Mayor Thomas said that the process now is committing to a budget and afterwards taking a methodical process to examine best practices and other options.

Council Member Mitchell asked for the price of the automated trucks.

Mr. Bryant said they are about \$250,000.

Council Member Mitchell said that the savings between personnel costs is \$2.2 million and buying the trucks to go automated would be a little over \$1 million, so theoretically it would be possible to go automated in a year and then have \$2 million of savings in future years, so the sanitation rate may become lower than what it is now if the Council can go ahead and make a hard decision.

Mayor Thomas said that it is time to look into those scenarios, see what staff recommends, and explore all options.

Mr. Moton said that the sheer fact that the services are unlimited is what is driving the costs up. He said that the Council would have to decide what a basic level of service is.

Mayor Thomas said that he believes that everyone on the Council understands that there are going to have to be some adjustments in what is offered.

Council Member Smith said that she wants to be sure that the City provides the services that the citizens are willing to pay for. She asked to see all options to be better informed when making decisions for her constituents.

Mayor Thomas said that he wanted to emphasize that the sick, disabled and elderly population would be taken care of during this process.



Council Member Mitchell said that price to continue these services has increased since the last time that there was a rate increase. He feels that City Council has not done an adequate job of stressing that the backyard service will no longer be offered in five years. He said that customers are going to have to decide if they are willing to pay for the luxury of having backyard service.

Mr. Moton said that Winston-Salem made the switch from backyard to curbside voluntary over a five-year period and the method that was used to have the customers switch over was making the service free of charge.

Mayor Thomas said that would a great point of discussion after the City Council commits to a budget.

Mr. Moton said that he will work on getting the City Council an update on the status of the trucks and if there is not any information to report in two weeks then he will send out an email. He said that there is a possibility of tightening the first-year's rate up and he cautioned that if the service were to stay the same then there would have to be a rate increase during the second year just to keep up with costs.

Council Member Blackburn asked to address the possibility of incorporating a new floor at Jaycee Park for the dancers into the budget.

Mr. Moton said that the budget for Recreation & Parks is \$6.3 million. He recommends that the department determine its priorities and then make the adjustment within the budget.

Mayor Pro-Tem Glover said that there is a dance class at Eppes every Thursday night so if there is a possibility to change floors then other facilities that offer dance classes should be examined as well.

Council Member Blackburn said that the reason this has been an interest is because the tap shoes slide against the tile floor and it could be a liability for the City. She expressed her thoughts that it may be difficult to enjoy a dance class if the floors are not conducive and she supports examining other facilities as well.

Council Member Mitchell said that it is important for Mr. Gary Fenton, Recreation & Parks Director, and his department to look at all of their needs to determine what the next Capital Improvement Projects will be.

Council Member Joyner said that he felt that there are many areas that need work so Mr. Fenton needs to prioritize and work within the Recreation & Parks Budget.

Mr. Moton said that this is part of the "new normal" where the budget is smaller and expectations are still high. He agreed with Council Member Joyner that if there is not

an adequate facility to offer a program, then the program should not be offered. He said that there is a wooden stage at Jaycee Park – it's small, but it can be used. Going forward, new opportunities will be limited unless more revenue is added into the mix.

Mayor Pro-Tem Glover said that things that need to be looked at are how often the class is offered, fees charged for the class and how many citizens are taking the class so that staff can determine if the class will pay for its improvements.

Council Member Blackburn said that these classes are very popular and they do bring in revenue. She said that she is glad to know that there are also dance classes at Eppes because the dance is something that people are interested in. She addressed the stage and said that it was not adequate because it was too elevated and the dancers would fall off because they use the whole floor. She feels that their duty as Council Members is to advocate for programs that are important to them and that is why she is bringing it forth to the City Council.

Council Member Joyner said that he feels that the stage would be adequate, but it is really Mr. Fenton's issue to consider.

Ms. Kimberly Branch, Financial Services Manager, said that this a 12-month snapshot beginning from July 1, 2011, including all of the budget amendments up to this point, so it's this current fiscal year.

Council Member Joyner asked if this is the budget going forward.

Mr. Moton answered that it is up to June 30. He referred back to Council Member Joyner's question and said that the anticipated budget for fiscal year 2013 is about \$1.2 million less so that sends the message that the City is operating on less revenue.

Mayor Thomas said he asked that staff take a look at the Economic Development fund to be sure that it would be funded to do the things that need to be done to set up economic development framework, the City Council Discretionary fund to see where it is needed, vacant positions, and ways to have county residents share the cost for some of the services that they utilize.

Council Member Mitchell listed some points that he wanted to emphasize: coming up with benchmarks for how departments prioritize their capital improvement needs, revenue-percentage recovery from programs offered by the City, and how enterprise funds are defined.

Mayor Pro-Tem Glover said that she agreed with Council Member Mitchell and she believes that the Council will operate better with a budget philosophy.

Council Member Joyner said that he thinks that these Budget Meetings are great and this is the most active City Council that he had been on during his four years on City Council. He thinks that staff did a great job and there are only three areas that concern him: he believes that the Economic Development fund had been cut in half; there was money the first year for technology and in the second year it has gone down to zero and he feels that there will need to be \$100,000 every year in the budget for at least five years in order to provide cameras to make the City safer and more secure; and he believes that the 401(k) may be unnecessary since the City already provides a form of retirement of employees.

With no further discussion, motion to adjourn was made by Council Member Blackburn, seconded by Council Member Mitchell. The motion carried unanimously and Mayor Thomas adjourned at 3:44 p.m.

Respectfully Submitted,

Valerie Paul  
City Clerk's Office



# City of Greenville, North Carolina

**Meeting Date:**  
**12/10/2012**  
**Time: 6:00 PM**

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**Title of Item:** Withdrawal request for the Greenville Community Life Center, Inc. rezoning

**Explanation:** On August 6, 2012, the City Council approved a request from the applicant to continue the Greenville Community Life Center, Inc. rezoning until its December 13, 2012, meeting. The applicant wanted to pursue a text amendment prior to Council consideration of the rezoning that might eliminate the need for the rezoning. At its November 8, 2012, meeting, Council approved the applicant's text amendment, and the applicant has since officially requested that their rezoning application be withdrawn.

Staff mailed official notice to adjoining property owners. If the withdrawal request is approved, notice will be mailed to property owners that their presence is not necessary at the December 13, 2012, meeting.

**Fiscal Note:** N/A

**Recommendation:** Approve the withdrawal request for the Greenville Community Life Center, Inc. rezoning

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**Attachments / click to download**

- [Request to continue rezoning request](#)
- [Withdrawal Request](#)

## Chantae Gooby

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**From:** Merrill Flood  
**Sent:** Tuesday, August 07, 2012 11:10 AM  
**To:** Chantae Gooby  
**Subject:** FW: Request to Continue Rezoning Request for Greenville Community Shelter Property  
**Importance:** High

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**From:** L James [mailto:[ljames@greenvillecommunityshelter.org](mailto:ljames@greenvillecommunityshelter.org)]  
**Sent:** Monday, August 06, 2012 4:38 PM  
**To:** Thom Moton; Donna Raynor; Merrill Flood  
**Cc:** Durk Tyson; 'Charles Young'  
**Subject:** Request to Continue Rezoning Request for Greenville Community Shelter Property  
**Importance:** High

Mr. Moton,

Good afternoon. I am writing to request that the rezoning proposal for Greenville Community Life Center (dba Greenville Community Shelters) scheduled for the August 9<sup>th</sup> City Council meeting be continued through December 2012. At this time Greenville Community Shelters staff is working with staff of the City Planning and Development Department to offer an alternate proposal. In the meantime, we want to protect the original rezoning request from becoming invalid should the alternate proposal not be successful. We request this because time is of the essence as we are working with a professional team of planners and architects, which requires us to adhere to a schedule that would be significantly disrupted if we had to re-file the rezoning request at a later date. Thank you for your prompt attention to this matter.

Sincerely yours,

Lynne James  
Executive Director  
Greenville Community Shelters, Inc.  
252-752-0829 phone  
252-752-8766 fax  
[ljames@greenvillecommunityshelter.org](mailto:ljames@greenvillecommunityshelter.org)  
[www.greenvillecommunityshelter.org](http://www.greenvillecommunityshelter.org)

**Chantae Gooby**

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**From:** Durk Tyson [dtyson@riversandassociates.com]  
**Sent:** Tuesday, November 13, 2012 10:16 AM  
**To:** Chantae Gooby  
**Cc:** bwilliams@greenvillecommunityshelter.org; amclawhorn@Mhaworks.com; MJohnson@Mhaworks.com  
**Subject:** Greenville Community Shelters / Rezoning Request

Chantae,

As we discussed this morning, Greenville Community Shelters would like to formally withdraw their rezoning petition scheduled to be heard at the December meeting of the Greenville City Council. Since the Council approved the text amendment adding "shelter for the homeless or abused" as a Special Use in the OR zoning district, the rezoning is no longer required.

Thank you for your assistance with this project.

Please do not hesitate to contact me if you have any questions.

With best regards,  
Durk

F. Durward Tyson, Jr., P.E.  
Rivers and Associates, Inc.  
107 East Second Street  
Greenville, NC 27858  
(252) 752-4135

email: [dtyson@riversandassociates.com](mailto:dtyson@riversandassociates.com)  
Visit our website: [www.riversandassociates.com](http://www.riversandassociates.com)



# City of Greenville, North Carolina

Meeting Date:  
12/10/2012  
Time: 6:00 PM

**Title of Item:** Resolution accepting dedication of rights-of-way and easements for Langston West, Section 3

**Explanation:** **Abstract:** This item proposes a resolution to accept dedication of rights-of-way and easements for Langston West, Section 3. Funds for the maintenance of these rights-of-way and easements are included within the fiscal year 2012-2013 budget.

**Explanation:** In accordance with the City's Subdivision regulations, right-of-ways and easements have been dedicated for Langston West, Section 3 (Map Book 76 at Page 33). A resolution accepting the dedication of the aforementioned rights-of-way and easements is attached for City Council consideration. The final plat showing the rights-of-way and easements is also attached.

**Fiscal Note:** Funds for the maintenance of these rights-of-way and easements are included within the fiscal year 2012-2013 budget.

**Recommendation:** Adopt the attached resolution accepting dedication of rights-of-way and easements for Langston West, Section 3.

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Attachments / click to download

[Langston West Section 3](#)

[December 2012 Right of Way Resolution 941063](#)





RESOLUTION NO.

A RESOLUTION ACCEPTING DEDICATION TO THE PUBLIC OF  
RIGHTS-OF-WAY AND EASEMENTS ON SUBDIVISION PLATS

WHEREAS, G.S. 160A-374 authorizes any City Council to accept by resolution any dedication made to the public of land or facilities for streets, parks, public utility lines, or other public purposes, when the lands or facilities are located within its subdivision-regulation jurisdiction; and

WHEREAS, the Subdivision Review Board of the City of Greenville has acted to approve the final plats named in this resolution, or the plats or maps that predate the Subdivision Review Process; and

WHEREAS, the final plats named in this resolution contain dedication to the public of lands or facilities for streets, parks, public utility lines, or other public purposes; and

WHEREAS, the Greenville City Council finds that it is in the best interest of the public health, safety, and general welfare of the citizens of the City of Greenville to accept the offered dedication on the plats named in this resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Greenville, North Carolina:

Section 1. The City of Greenville accepts the dedication made to the public of lands or facilities for streets, parks, public utility lines, or other public purposes offered by, shown on, or implied in the following approved subdivision plats:

Langston West Section 3

Map Book 76

Page 66

Section 2. Acceptance of dedication of lands or facilities shall not place on the City any duty to open, operate, repair, or maintain any street, utility line, or other land or facility except as provided by the ordinances, regulations or specific acts of the City, or as provided by the laws of the State of North Carolina.

Section 3. Acceptance of the dedications named in this resolution shall be effective upon adoption of this resolution.

Adopted the 10<sup>th</sup> day of December, 2012.

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

ATTEST:

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

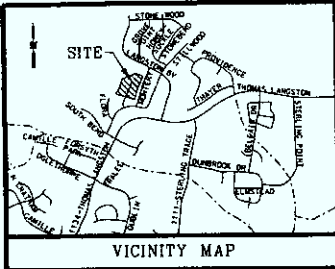
NORTH CAROLINA  
PITT COUNTY

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

WITNESS my hand and official seal this the 10<sup>th</sup> day of December, 2012.

\_\_\_\_\_  
Notary Public

My Commission Expires:



SITE DATA	
NUMBER OF LOTS CREATED.....	9
TOTAL AREA IN TRACT.....	3.5221 AC
AREA IN COMMON AREA.....	0
AREA IN PARKS, RECREATION AREAS AND THE LAKE.....	0

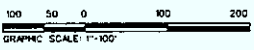
Doc ID: 01169810001 Type: C/P  
 Recorded: 10/01/2012 at 04:28:05 PM  
 Fee Amt: \$21.00 Prop 5 of 1  
 Pitt County, NC  
 Deed # 1 BARRINGTON REG OF DEEDS  
 BK 76 PG 33



- NOTES:**
- THE DESIGNATION NOTED OVER WATER, SANITARY SEWER, GAS OR ELECTRIC LINES IS FOR THE PURPOSE OF ESTABLISHING THE WIDTH OF SAID EASEMENT. THE EASEMENTS SHOWN ARE NOT EXCLUSIVE AND WILL PERMIT THE FUTURE INSTALLATION OF WATER, SANITARY SEWER, GAS AND ELECTRIC LINES WITHIN THEIR DESIGNATED WIDTHS.
  - ALL AREAS CALCULATED BY COORDINATE GEOMETRY.
  - THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY THE NATIONAL FLOOD INSURANCE PROGRAM. REFERENCE: FIRM PANEL NUMBER 37046600J. PRELIMINARY DATE JUNE 8, 2011.
  - IRON STAKES SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED.
  - NO PERMANENT STRUCTURES, INCLUDING BUT NOT LIMITED TO SUBDIVISION STORM, FENCES OR STORAGE BUILDINGS, SHALL BE CONSTRUCTED OR LOCATED IN ANY DRAINAGE EASEMENT SHOWN ON THIS PLAT WITHOUT PRIOR APPROVAL FROM THE CITY OF GREENVILLE PUBLIC WORKS DEPARTMENT.
  - NO BUILDINGS, STRUCTURES, OR OTHER IMPROVEMENTS, MATERIALS AND SURFACES, INCLUDING BUT NOT LIMITED TO PRINCIPAL AND ACCESSORY STRUCTURES AND ADDITIONS OF APPLIANCES THERE TO, SIGNAGE, FENCES, WALLS, MECHANICAL EQUIPMENT, CANOPIES, ANTENNAS, MASTS, AERIALS, MONUMENTS, LANDSCAPE PLANTINGS, FILL MATERIALS, DEBRIS, SOLID WASTE COLLECTION CONTAINERS, MAIL RECEPTACLES AND IMPERVIOUS SURFACES, SHALL ENROACH WITHIN ANY DEDICATED EASEMENT WITHOUT PRIOR WRITTEN APPROVAL OF THE CITY OF GREENVILLE.
  - THERE IS A NEW SIDEWALK EASEMENT TO RUN PARALLEL TO THE WESTERN RIGHT-OF-WAY OF ROUNDING BEND ROAD. THE EASEMENT IS TO EXTEND FROM THE WESTERN RIGHT-OF-WAY TO 1' INSIDE LOTS 288, 289, 290 AND 291.

**CURVE TABLE**

S1	S2	S3
R=200.00'	R=200.00'	R=150.00'
Δ=28°18'52"	Δ=27°18'52"	Δ=17°11'50"
L=51.40'	L=84.27'	L=99.93'
Ch=402°11'11"E	Ch=402°31'31"E	Ch=510°13'49"W
51.36'	83.84'	98.09'



A PORTION OF PARCEL NUMBER 69714  
 REFERENCE: DEED BOOK 1859, PAGE 119 AND  
 MAP BOOK 62, PAGE 181

**MAP FOR RECORD**  
**LANGSTON WEST**  
 SECTION 3

GREENVILLE, WINTERTVILLE TWP., PITT COUNTY, NORTH CAROLINA

<b>OWNER: BILL CLARK HOMES OF GREENVILLE, LLC</b> 200 E. ARLINGTON BLVD. GREENVILLE, NC 27658 12521 355-5805							
<b>STRoud ENGINEERING, P.A.</b> 107-B COMMERCE STREET GREENVILLE, NC 27658 (252)756-9352 LICENSE #C-0647	<table border="1"> <tr> <td>SURVEYED: HOB</td> <td>APPROVED: HOB</td> </tr> <tr> <td>DRAWN: W/LHJ</td> <td>DATE: 7-26-2012</td> </tr> <tr> <td>CHECKED: HOB</td> <td>SCALE: 1"=100'</td> </tr> </table>	SURVEYED: HOB	APPROVED: HOB	DRAWN: W/LHJ	DATE: 7-26-2012	CHECKED: HOB	SCALE: 1"=100'
SURVEYED: HOB	APPROVED: HOB						
DRAWN: W/LHJ	DATE: 7-26-2012						
CHECKED: HOB	SCALE: 1"=100'						

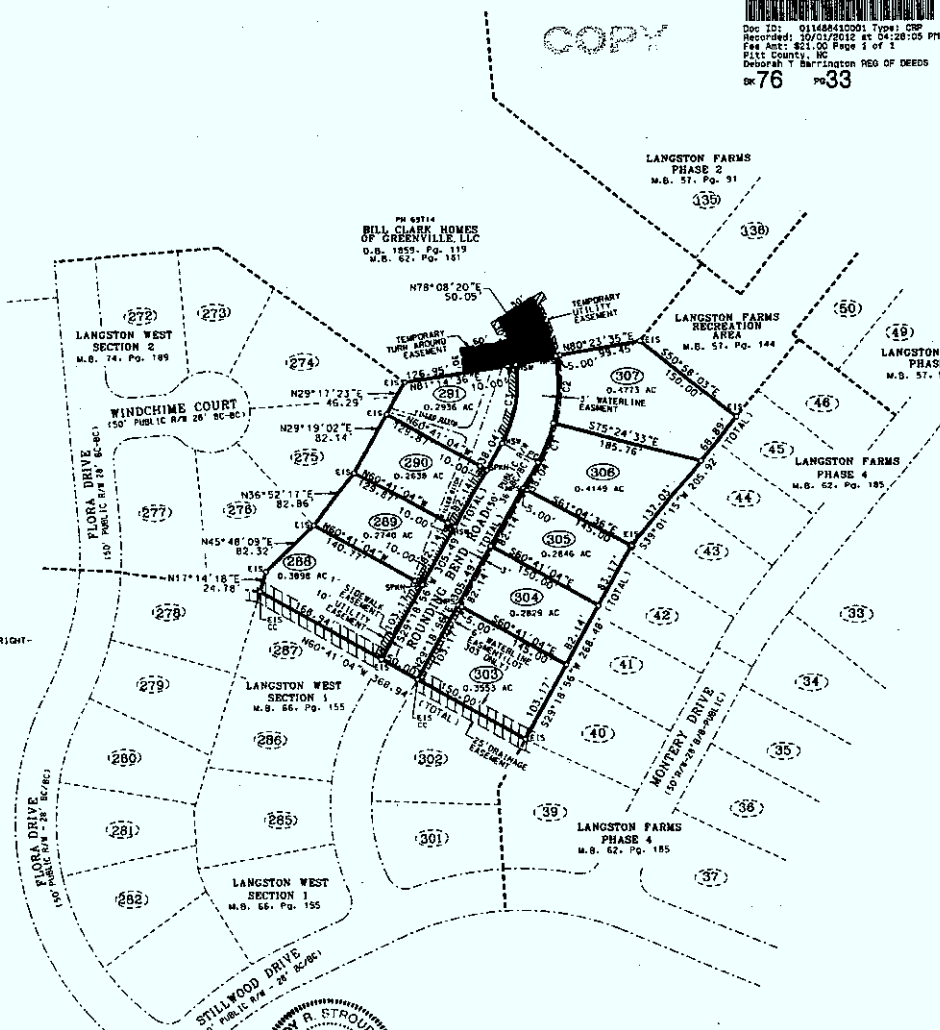
<b>SOURCE OF TITLE</b> THIS IS TO CERTIFY THAT THE LAST INSTRUMENT(S) IN THE CHAIN OF TITLE(S) OF THIS PROPERTY AS RECORDED IN THE PITT COUNTY REGISTRY AT GREENVILLE NORTH CAROLINA IS: DEED BOOK _____ PAGE _____ DEED BOOK _____ PAGE _____ DEED BOOK _____ PAGE _____ N.C. REG. NO. L-3634
---

<b>OWNERS STATEMENT</b> THIS IS EVIDENCE THAT THIS SUB-DIVISION IS MADE AT THE REQUEST OF <u>SEE ABOVE SIGNATURES</u> OWNER SWORN AND SUBSCRIBED TO BEFORE ME THIS 27th DAY of Sept, 2012 NOTARY PUBLIC, MY COMMISSION EXPIRES ON _____
--

<b>APPROVAL</b> THIS FINAL PLAT, <u>233</u> WAS APPROVED BY THE SUBDIVISION REVIEW BOARD IN ACCORDANCE WITH TITLE 9, CHAPTER 5 OF THE GREENVILLE CITY CODE THE 27th DAY OF <u>SEPTEMBER</u> , 2012. SIGNED: <u>Andrew Johnson</u> CITY PLANNER
---

<b>DEDICATION</b> THE UNDERSIGNED HEREBY ACKNOWLEDGE(S) THIS PLAT AND ALLOTMENT TO BE FREE, FREE ACT AND DEED, AND HEREBY DEDICATES TO PUBLIC USE AS STREETS, PARKS, PLAY-GROUNDS, OPEN SPACES AND EASEMENTS FOREVER, ALL AREAS AS SHOWN OR AS INDICATED ON SAID PLAT. SIGNED: <u>SEE ABOVE SIGNATURES</u> ATTEST: <u>Andy R. Stroud</u>
---

<b>REVIEW OFFICER'S CERTIFICATE</b> I, <u>Howard O. Barnum</u> , REVIEW OFFICER OF PITT COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS REFERRED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING. REVIEW OFFICER DATE: <u>10/1/2012</u>
---



**SURVEYOR'S CERTIFICATION**  
 HOWARD O. BARNUM, SURVEYOR, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM THE FIELD NOTES AND FIELD BOOKS OF THE SURVEYOR, AND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.  
 I FURTHER CERTIFY THAT I HAVE A SOUND KNOWLEDGE OF THE LOCAL LAWS AND ORDINANCES THAT APPLY TO THIS PLAT AND THAT I HAVE COMPLIED WITH ALL STATUTORY REQUIREMENTS FOR RECORDING.  
 WITNESS MY ORIGINAL SIGNATURE AND SEAL THIS 27th DAY OF SEPTEMBER, 2012.  
 SIGNED: Howard O. Barnum  
 PROFESSIONAL LAND SURVEYOR L-3634



# City of Greenville, North Carolina

Meeting Date:  
12/10/2012  
Time: 6:00 PM

**Title of Item:** Resolution adopting and endorsing Pitt County's 2012 Ten-Year Comprehensive Solid Waste Management Plan

**Explanation:** **Abstract:** This item provides a resolution to adopt and endorse Pitt County's 2012 Ten-Year Comprehensive Solid Waste Management Plan. The plan describes to the State how the County proposes to manage solid waste generated in the County. In lieu of developing a plan of their own, nine municipalities, including the City of Greenville, have historically participated in the County's plan. There is no direct fiscal impact associated with this item.

**Explanation:** Every three years, Pitt County is required to update its Comprehensive Solid Waste Management Plan. This plan describes to the State how the County proposes to manage solid waste generated in the County.

The City of Greenville, along with nine other municipalities in Pitt County, has historically participated in the County's plan in lieu of developing its own. The County plan addresses how it proposes to dispose of all solid waste and recyclables collected within the County. The municipalities are responsible for developing means of collecting solid waste and recyclables, and transporting them to locations identified by the County for ultimate processing or disposal.

Based on a review of the 2012 update to their plan, Pitt County proposes no changes to its disposal or processing operations. Pitt County will continue to receive solid waste at the main transfer station off Allen Road and transport the solid waste by private hauler to a regional landfill in Bertie County. Recyclables will continue to be processed by Eastern Carolina Vocational Center through the Materials Recovery Facility. Construction and demolition debris is also taken to the Pitt County Allen Road Transfer Station.

Pitt County has asked all municipalities planning to continue participating in the Pitt County Solid Waste Management Plan to indicate so by having their governing board adopt a resolution accepting and endorsing their plan. Attached

for City Council's consideration is the proposed resolution. The final "draft" of the 2012 update of Pitt County's Ten-Year Comprehensive Plan is available upon request.

**Fiscal Note:** There is no direct fiscal impact associated with this item.

**Recommendation:** Adopt the attached resolution accepting and endorsing the 2012 Update of Pitt County's Ten-Year Comprehensive Solid Waste Management Plan.

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

Attachments / click to download

 [2012\\_Solid\\_Waste\\_Management\\_Plan\\_for\\_Pitt\\_County\\_Resolution\\_941739](#)

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RESOLUTION NO.  
RESOLUTION BY THE GREENVILLE CITY COUNCIL ACCEPTING AND ENDORSING  
PITT COUNTY'S 2012 TEN-YEAR SOLID WASTE MANAGEMENT PLAN

WHEREAS, it is a priority of this community to protect human health and the environment through safe and effective management of municipal solid waste;

WHEREAS, the reduction of the amount and toxicity of the local waste stream is a goal of this community;

WHEREAS, equitable and efficient delivery of solid waste management services is an essential characteristic of the local solid waste management system;

WHEREAS, it is the goal of the community to maintain and improve its physical appearance and to reduce the adverse effects of illegal disposal and littering;

WHEREAS, the City of Greenville recognizes its role in the encouragement of recycling markets by purchasing recycled products;

WHEREAS, involvement and education of the citizenry is critical to the establishment of an effective local solid waste program;

WHEREAS, the State of North Carolina has placed planning responsibility on local government for the management of solid waste;

WHEREAS, NC General Statute 130A-309.09A(b) requires each unit of local government, either individually or in cooperation with other units of local government, to update the Ten-Year Comprehensive Solid Waste Management Plan at least every three years;

WHEREAS, the Pitt County Solid Waste Department has undertaken and completed a long-range planning effort to evaluate the appropriate technologies and strategies available to manage solid waste effectively;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENVILLE:

That Pitt County's 2012 Ten-Year Comprehensive Solid Waste Management Plan is accepted and endorsed by this governing body and placed on file with the Clerk to the Board on this day, December 10, 2012.

---

Allen M. Thomas, Mayor  
City of Greenville

ATTEST:

---

Carol L. Barwick, City Clerk



# City of Greenville, North Carolina

Meeting Date:  
12/10/2012  
Time: 6:00 PM

**Title of Item:** Contract award for the construction of the Emergency Operations Center (EOC)

**Explanation:** **Abstract:** Construction of an Emergency Operations Center (EOC) will ensure that the personnel operating the EOC will be protected from severe weather conditions and potential malevolent incidents that may occur during periods of civil unrest or acts of violence. When not used as an EOC, the facility will be used as a classroom in support of the Fire/Rescue Department's training center which is also on the property. The approved project budget is \$1,000,000 for both design and construction, funded partially by a federal grant. Design costs are approximately \$123,500 (previously awarded), and award of this contract will result in construction costs of \$830,117.

**Explanation:** The City's current EOC is located in the Police and Fire/Rescue Headquarters building. This facility is not rated to withstand the hurricane level winds that Coastal North Carolina may experience. This project will ensure that the personnel operating the EOC will be protected from severe weather conditions and potential malevolent incidents that may occur during periods of civil unrest or acts of violence. The new facility is to be located at Fire/Rescue Station No. 6. When not used as an emergency operations center, it will be used as a classroom in support of the Fire/Rescue Department's training center which is also on the property.

City Council approved the design contract in December 2011, and construction documents were completed in October 2012. The Public Works Department advertised for construction in October 2012 and received bids November 15 (see attached Bid Tabulation). A.R. Chesson Construction Co., Inc. of Williamston, NC, submitted the lowest responsive, responsible bid in the amount of \$936,272.

The Engineer's estimate for construction of the project was \$832,200 with a 5% contingency (\$41,610) for a total project cost of \$873,810. This estimate included \$10,000 for special inspection but did not include the vault required by GUC and additional wiring requested by IT which was identified during the review process. In an effort to bring the project within budget, Oakley Collier Architects initiated conversations with A.R. Chesson on the City's behalf with

regards to value engineering. As a result, several items were deleted or modified (see attached Value Engineered Savings) to a less expensive option without sacrificing the quality of the product. These efforts reduced the contract amount to \$830,117. The contract and recommendation from Oakley Collier are attached for review.

**Fiscal Note:**

The approved project budget is \$1,000,000 for both design and construction. The design cost is \$123,500, leaving \$876,500 for construction of the EOC. Including the modifications as a result of value engineering, the proposed budget for construction, including a 4% contingency is \$863,322. In order to maintain the approved budget, the original 5% contingency was reduced to 4%. Staff will continue to look for opportunities to value engineer as the project progresses in an effort to recoup some of the contingency sacrificed.

**Recommendation:**

Approve the proposed budget and award a construction contract to A.R. Chesson Construction Co., Inc., of Williamston, NC, in the amount of \$830,117 for construction of the Emergency Operations Center.

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

**Attachments / click to download**

- [Bid Tabulation Sheet](#)
- [Recommendation Letter](#)
- [EOC Construction Contract](#)



## BID TABULATION

New Facility for  
Greenville Fire/Rescue Training Center


Oakley Collier Architects, PA-Project No. 11031  
Thursday, November 15, 2012 at 3:00pm

Page 1 of 1

CONTRACTOR	LIC #	Bonds	Addenda	MBE	Base Bid	Site Subcontractor	Plumbing Subcontractor	Mechanical Subcontractor	Electrical Subcontractor	ALTERNATES	
										Alternate G-1: 150 MPH Generator	Alternate G-2: Mech. Unit Screen
<b>*A R Chesson Construction Co., Inc.</b>	<b>13540</b>	X	X	X	<b>\$936,272</b>	<b>E R Lewis</b>	<b>Britt Plumbing</b>	<b>Baker</b>	<b>Coastline</b>	<b>No Change</b>	<b>\$14,000</b>
Blue Ridge Enterprises	3491	X	X	X	\$1,098,000	E R Lewis	Steve Tate & Son	Stanley Heat & Air	Sammy Phillips	\$6,000	\$9,000
Burney & Burney Const. Co., Inc.	30238	X	X	X	\$1,100,000	JMD Grading	Southern Piping	Southern Piping	Watson Elect.	\$5,000	\$26,500
Farrior & Sons, Inc.	3934	X	X	X	\$1,010,000	E R Lewis	Britt Plumbing	Performance	Coastline	\$1,000	\$18,000
Group III MGT, Inc.	22369	X	X	X	\$1,057,000	Ready Contractors	Baker	Baker	Coastline	No Change	\$23,000
Hudson Bros. Construction	34590	X	X	X	\$998,900	E R Lewis	Climate East	Baker	Watson Elect.	\$4,150	\$20,900
Kenbridge Construction	4512	X	X	X	\$1,107,000	Kenbridge	BMI	BMI	Coastline	\$10,000	\$19,500
Norstate Contracting	46409	X	X	X	\$1,020,000	E R Lewis	Climate East	Southern Piping	Watson Elect.	\$4,900	\$22,000
Stocks & Taylor Construction, Inc.	69066	X	X	X	\$955,000	Carolina Earth Movers	Baker	Baker	Thomas	\$9,500	\$22,500
WECC, Inc.	41383	X	X	X	\$1,104,267	WECC	Climate East	Climate East	Coastline	\$8,381	\$22,344
Welch Const. Inc.	64923	X	X	X	\$1,229,700	Ernie Everett	Reed's	Performance	Watson Elect.	\$10,530	\$20,530

**\* Apparent Low Bidder**

I hereby certify the above information to be correct and true to the best of my knowledge.

Signed:  Date: Nov. 16, 2012  
Tim Oakley, AIA, LEED ® AP



November 28, 2012

Lisa Kirby, PE  
Public Works Department/Engineering  
City of Greenville  
1500 Beatty Street  
Greenville, NC 27835

Reference: Greenville Fire/Rescue Training Center  
Architect's Project Number 11031

Dear Mrs. Kirby:

Please find included with this letter the proposed Value Engineering list from A. R. Chesson Construction Company. We propose accepting all listed VE items, 1-14.

The total value engineering for the building is \$106,110. In addition to the listed items we asked A. R. Chesson to identify two items of scope increase that occurred late in the project. The first is the repairs to the existing backflow preventer for the existing fire station as required by Greenville Utilities Commission. The cost of these repairs was identified as \$15,000 by the Contractor. The second item was the inclusion of IT wiring and equipment that was originally proposed to be self-performed by Greenville IT department. The contractor identified this cost as \$15,000. These two items were not included in our previous budget estimates.

The total bid submitted by A. R. Chesson Construction was \$936,272. With the acceptance of the above proposed VE items, I recommend that the City of Greenville award the project to A. R. Chesson Construction Company for a contract sum of \$830,162.

Please call if you have questions. We are looking forward to working with you on this project.

Sincerely,

A handwritten signature in black ink that reads 'Timothy D. Oakley'.

Timothy D. Oakley, AIA, LEED® AP

Enclosure



**A.R.CHESSON**  
CONSTRUCTION CO., INC.

PO Box 1147  
Williamston, NC 27892  
252-792-4486 Fax 252-792-9090

November 28, 2012

Attention: Nicholas Wade, Associate AIA  
Oakley Collier Architects

New Facility for Greenville Fire / Rescue Training Center

Please accept the following Value Engineered savings in attempt to bring the project within the budgeted amount. A. R. Chesson in using the following items offer to make the total contract amount for this project \$830,162.00.

1. Delete all Unit prices quantities for bad soils (\$11,950)
2. Delete landscape allowance (\$10,000)
3. Reduce brick allowance to \$275/1000 (\$8,500)
4. Change folding panel partitions to 4'x4' marker boards and vinyl above and below (\$2,670)
5. Delete parking spaces and sidewalks immediately adjacent to the north and east of parking spaces, stripe (1) H/C space on existing F/R training pad near front door. (\$4,650)
6. Delete the purchase and installation of generator, provide temporary connection and manual transfer switch in lieu of what is shown in plans (\$45,000)
7. Substitute alternate finishes for carpet/base/ceiling tile/ceramic tile (\$5,037)
8. Substitute T8 fixtures for LED fixtures shown in plans (\$5,000)
9. Delete exterior storm shutters (\$1,201)
10. Substitute standard mortar for colored mortar (\$2,000)
11. Delete Wood Blinds (\$2,100)
12. Delete Cable tray (\$3,079)
13. Delete metal lockers (\$923)
14. Possible deletion of conduit from building to street (\$4,000)

Total Estimated VE - \$106,110

Thanks

Steve Walters

# AIA<sup>®</sup> Document A101<sup>™</sup> – 2007

## **Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum**

**AGREEMENT** made as of the Twenty-eighth day of November in the year Two Thousand Twelve  
*(In words, indicate day, month and year.)*

**BETWEEN** the Owner:  
*(Name, legal status, address and other information)*

City of Greenville  
Public Works Department  
1500 Beatty Street / PO Box 7207  
Greenville, NC 27834  
Telephone Number: 252-329-4522  
Fax Number: 252-329-3545

and the Contractor:  
*(Name, legal status, address and other information)*

A.R. Chesson Construction Co., Inc.  
315 West Main Street  
Williamston, NC 27892  
Telephone Number: 252.792.4486  
Fax Number: 252.792.9090

for the following Project:  
*(Name, location and detailed description)*

A new facility for the City of Greenville Emergency Operations Center to be located at 3375 East Tenth Street in Greenville, North Carolina. The project consists of the construction of a 4,111 square foot single story masonry structure. Construction includes a slab on grade, load bearing masonry, hollow core concrete plank roof, brick veneer and modified bitumen roofing.

The Architect:  
*(Name, legal status, address and other information)*

Oakley Collier Architects, PA  
109 Candlewood Road  
Rocky Mount, North Carolina 27804  
Telephone Number: 252.937.2500  
Fax Number: 252.937.2525

The Owner and Contractor agree as follows.

### **ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201<sup>™</sup>-2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

**TABLE OF ARTICLES**

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS
- 10 INSURANCE AND BONDS

**ARTICLE 1 THE CONTRACT DOCUMENTS**

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

**ARTICLE 2 THE WORK OF THIS CONTRACT**

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

**ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**

§ 3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

*(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)*

| The commencement date will be fixed in a notice to proceed.

If, prior to the commencement of the Work, the Owner requires time to file mortgages and other security interests, the Owner's time requirement shall be as follows:

| N/A

§ 3.2 The Contract Time shall be measured from the date of commencement.

§ 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than ( ) days from the date of commencement, or as follows:

*(Insert number of calendar days. Alternatively, a calendar date may be used when coordinated with the date of commencement. If appropriate, insert requirements for earlier Substantial Completion of certain portions of the Work.)*

| The Contractor shall achieve Substantial Completion of the entire Work not later than July 15, 2013.

Init.

(Table deleted)

, subject to adjustments of this Contract Time as provided in the Contract Documents.

*(Insert provisions, if any, for liquidated damages relating to failure to achieve Substantial Completion on time or for bonus payments for early completion of the Work.)*

Time extensions for weather delays do not entitle the Contractor to extended overhead recovery. For each day after July 15, 2013, the Contractor will pay the Owner, the sum of \$500.00 per day as liquidated damages reasonably estimated in advance to cover the losses to be incurred by the Owner by reason of failure of the Contractor to complete the work within the time specified. Such time is of essence to the Contract and a material consideration thereof.

**ARTICLE 4 CONTRACT SUM**

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor’s performance of the Contract. The Contract Sum shall be Eight Hundred Thirty Thousand One Hundred Sixty-two Dollars and Zero Cents (\$ 830,162.00 ), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 The Contract Sum is based upon the following alternates and Value Engineering, which are described in the Contract Documents and are hereby accepted by the Owner:

*(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)*

No alternates were accepted.

Value Engineering Items were accepted in the amount of \$106,110.00. Contractor’s Statement of Value Engineered Savings is attached.

§ 4.3 Unit prices, if any:

*(Identify and state the unit price; state quantity limitations, if any, to which the unit price will be applicable.)*

Item	Units and Limitations	Price Per Unit (\$0.00)
Rocky Excavation	Cu yd	\$0.00
Undercut/Fill in Trench Excavations	Cu yd	\$44.50
Undercut/Fill in Open Excavations	Cu yd	\$15.00

§ 4.4 Allowances included in the Contract Sum, if any:

*(Identify allowance and state exclusions, if any, from the allowance price.)*

Item	Price
Unit Masonry	\$275 per 1000 brick for purchase and delivery of Face Brick

**ARTICLE 5 PAYMENTS**

**§ 5.1 PROGRESS PAYMENTS**

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the Twenty-fifth day of a month, the Owner shall make payment of the certified amount to the Contractor not later than the Fifteenth day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment shall be made by the Owner not later than Thirty ( 30 ) days after the Architect receives the Application for Payment.

*(Federal, state or local laws may require payment within a certain period of time.)*

Init.

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

- .1 Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of Five percent ( 5.00 %). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201™–2007, General Conditions of the Contract for Construction;
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of Five percent ( 5.00 %);
- .3 Subtract the aggregate of previous payments made by the Owner; and
- .4 Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment as provided in Section 9.5 of AIA Document A201–2007.

§ 5.1.7 The progress payment amount determined in accordance with Section 5.1.6 shall be further modified under the following circumstances:

- .1 Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the full amount of the Contract Sum, less such amounts as the Architect shall determine for incomplete Work, retainage applicable to such work and unsettled claims; and  
*(Section 9.8.5 of AIA Document A201–2007 requires release of applicable retainage upon Substantial Completion of Work with consent of surety, if any.)*
- .2 Add, if final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Section 9.10.3 of AIA Document A201–2007.

§ 5.1.8 Reduction or limitation of retainage, if any, shall be as follows:

*(If it is intended, prior to Substantial Completion of the entire Work, to reduce or limit the retainage resulting from the percentages inserted in Sections 5.1.6.1 and 5.1.6.2 above, and this is not explained elsewhere in the Contract Documents, insert here provisions for such reduction or limitation.)*

N/A

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

## § 5.2 FINAL PAYMENT

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Section 12.2.2 of AIA Document A201–2007, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

Init.

Until final payment or as otherwise agreed upon in the Owner-Contractor Contract, the Owner will pay ninety-five (95%) percent of the amount due the Contractor on account of progress payments. Retainage will be released upon final completion and acceptance of the project, upon satisfaction of the provisions of Section 12.2 of the Agreement, and upon receipt of the Certificate of Occupancy with the building inspection authority having jurisdiction over the project. The General Contractor shall be responsible for securing such certifications.

**ARTICLE 6 DISPUTE RESOLUTION**

**§ 6.1 INITIAL DECISION MAKER**

The Architect will serve as Initial Decision Maker pursuant to Section 15.2 of AIA Document A201–2007, unless the parties appoint below another individual, not a party to this Agreement, to serve as Initial Decision Maker.

*(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)*

**§ 6.2 BINDING DISPUTE RESOLUTION**

For any Claim subject to, but not resolved by, mediation pursuant to Section 15.3 of AIA Document A201–2007, the method of binding dispute resolution shall be as follows:

*(Check the appropriate box. If the Owner and Contractor do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.)*

Arbitration pursuant to Section 15.4 of AIA Document A201–2007

Litigation in a court of competent jurisdiction

Other *(Specify)*

**ARTICLE 7 TERMINATION OR SUSPENSION**

**§ 7.1** The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2007.

**§ 7.2** The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2007.

**ARTICLE 8 MISCELLANEOUS PROVISIONS**

**§ 8.1** Where reference is made in this Agreement to a provision of AIA Document A201–2007 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

**§ 8.2** Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

*(Insert rate of interest agreed upon, if any.)*

1.50 % monthly

**§ 8.3** The Owner’s representative:

*(Name, address and other information)*

Wesley B Anderson, PE  
Public Works Department  
1500 Beatty Street / PO Box 7207  
Greenville, NC 27834



Telephone Number: 252-329-4522  
 Fax Number: 252-329-3545  
 Email Address: wbanderson@greenvillenc.gov

**§ 8.4** The Contractor's representative:  
*(Name, address and other information)*

Al R. Chesson, President  
 A R Chesson Construction Company, Inc  
 315 W Main Street / PO Box 1147.  
 Williamston, NC 27892  
 Telephone Number: 252-792-4486  
 Fax Number: 252-792-9090  
 Email Address: al@archesson.com

**§ 8.5** Neither the Owner's nor the Contractor's representative shall be changed without ten days written notice to the other party.

**§ 8.6** Other provisions:

N/A

**ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS**

**§ 9.1** The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated in the sections below.

**§ 9.1.1** The Agreement is this executed AIA Document A101–2007, Standard Form of Agreement Between Owner and Contractor.

**§ 9.1.2** The General Conditions are AIA Document A201–2007, General Conditions of the Contract for Construction.

**§ 9.1.3** The Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Supplementary Instruction to Bidders	Included in Project Manual		
Supplementary General Conditions	Included in Project Manual		

**§ 9.1.4** The Specifications:  
*(Either list the Specifications here or refer to an exhibit attached to this Agreement.)*

Project Specifications are included in the Project Manual: See attached Table of Contents  
*(Table deleted)*

**§ 9.1.5** The Drawings:  
*(Either list the Drawings here or refer to an exhibit attached to this Agreement.)*

Project Drawings: See attached Index of Drawings  
*(Table deleted)*

**§ 9.1.6** The Addenda, if any:

Number	Date	Pages
Addendum Number One	November 8, 2012	19
Addendum Number Two	November 12, 2012	3

Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 9.

**§ 9.1.7** Additional documents, if any, forming part of the Contract Documents:

**Init.** AIA Document A101™ – 2007. Copyright © 1915, 1918, 1925, 1937, 1951, 1958, 1961, 1963, 1967, 1974, 1977, 1987, 1991, 1997 and 2007 by The American Institute of Architects. **All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.** This document was produced by AIA software at 15:47:41 on 11/28/2012 under Order No.671064. **Item #6** expires on 04/01/2013, and is not for resale.  
**User Notes:** (946758265)

(Paragraph deleted)

- .2 Other documents, if any, listed below:  
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201-2007 provides that bidding requirements such as advertisement or invitation to bid, Instructions to Bidders, sample forms and the Contractor's bid are not part of the Contract Documents unless enumerated in this Agreement. They should be listed here only if intended to be part of the Contract Documents.)

Project Manual: See attached Table of Contents  
 Project Drawings: See attached Index of Drawings  
 Advertisement for Bids  
 Instructions to Bidders, included in the Project Manual  
 Addendum Number One  
 Addendum Number Two  
 Bid Tabulation  
 Form of Single Prime General Contractor Proposal  
 Bid Bond  
 Performance Bond  
 Payment Bond  
 Contractor's Statement of Value Engineered Items, dated November 28, 2012  
 Certificates of Insurance

**ARTICLE 10 INSURANCE AND BONDS**

The Contractor shall purchase and maintain insurance and provide bonds as set forth in Article 11 of AIA Document A201-2007.

(State bonding requirements, if any, and limits of liability for insurance required in Article 11 of AIA Document A201-2007.)

Type of insurance or bond	Limit of liability or bond amount (\$0.00)
See Article 11.1 of the Supplementary	
General Conditions included in the Project	
Manual	

This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
**OWNER (Signature)**  
 Allen M. Thomas, Mayor  
 \_\_\_\_\_  
 (Printed name and title)

\_\_\_\_\_  
**CONTRACTOR (Signature)**  
 Al R. Chesson, President  
 \_\_\_\_\_  
 (Printed name and title)



# City of Greenville, North Carolina

Meeting Date:  
12/10/2012  
Time: 6:00 PM

**Title of Item:** Purchase of property located on Old Pactolus Road for parking purposes for the Bradford Creek Soccer Complex

**Explanation:** **Abstract:** Additional parking is needed for the Bradford Creek Soccer Complex for the safety of the persons using this recreation facility. An agreement to purchase property with the owner of a 10.58 acre tract adjacent to the facility has been negotiated. The purchase price is \$95,220 while the fair market value of the property as determined by an appraisal is \$127,000. City Council approval to purchase the property is required.

**Explanation:** The Bradford Creek Soccer Complex is an extremely popular recreation facility that attracts large crowds of visitors. While a significant parking lot was developed when the facility was constructed, it is of insufficient size to accommodate all the vehicles of facility users. Previously, this resulted in the very dangerous practice of patrons parking on both sides of Old Pactolus Road, with families crossing the road to reach the complex. Old Pactolus Road has a 55 MPH speed limit.

In an effort to improve safety, the City has leased an area for parking purposes from the adjacent property owner. However, the adjacent property owner desires to sell this land and has placed it for sale on the market. Negotiations with the owner have resulted in an agreement to sell the property with the purchase being subject to the approval of City Council.

For the purpose of proceeding with the acquisition of a site for additional parking at the Bradford Creek Soccer Complex, the attached Offer to Purchase and Contract for a tract of land located on Old Pactolus Road has been executed on behalf of the City. The property consists of 10.58 acres. The City had an appraisal conducted on this property, with the appraisal determining that the property had a fair market value of \$127,000. The owner of the property, Vandemere Partnership, has agreed to sell it to the City for \$95,220, in accordance with the terms of the Offer to Purchase and Contract. This contract provides that the difference between the fair market value and the purchase price

is being considered as a donation. The agreement to purchase is conditioned upon City Council approval, which must occur no later than December 14, 2012.

At the June 13, 2012, meeting of the Greenville Recreation and Parks Commission, Commission members unanimously recommended that City Council approve the use of Capital Reserve Land Banking funds to purchase the 10.58 acres adjacent to the Bradford Creek Soccer Complex for less than the appraised amount.

**Fiscal Note:**

The funds to finance this acquisition, including survey and legal expenses, involve an estimated expense of \$98,000 with funds being available in the Capital Reserve Fund (land banking).

**Recommendation:**

Approve the purchase of the 10.58 acre tract from the Vandemere Partnership in accordance with the attached offer to purchase and contract.

---

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**Attachments / click to download**

 [Offer to Purchase and Contract](#)

 [Map](#)

**NORTH CAROLINA  
PITT COUNTY**

**OFFER TO  
PURCHASE AND CONTRACT**

2<sup>nd</sup> **THIS OFFER TO PURCHASE AND CONTRACT**, made and entered into as of the day of November, 2012 by and between Vandemere, LLC, a North Carolina limited liability company formerly known as Vandemere Partnership, a North Carolina general partnership, Party of the First Part and hereinafter referred to as the "Seller", and the City of Greenville, a body corporate and politic, organized and existing under the laws of the State of North Carolina, Party of the Second Part and hereinafter referred to as the "City".

**WITNESSETH:**

For and in consideration of the mutual covenants and agreements herein set forth, the City hereby offers to purchase and Seller, upon acceptance of said offer, agrees to sell to the City all that certain real property being more particularly described on Exhibit "A" attached hereto and incorporated herein by reference, said real property being hereinafter referred to as the "Property".

**THE TERMS AND CONDITIONS OF THIS OFFER TO PURCHASE AND CONTRACT ARE AS FOLLOWS:**

**1. PURCHASE PRICE.** The purchase price of the Property is Ninety Five Thousand Two Hundred Twenty and no/100ths Dollars (\$95,220.00). The foregoing purchase price, subject to adjustments and prorations in accordance with paragraphs 2, 4, and 5, shall be paid to Seller at closing. The Seller understands that the foregoing purchase price subject to the aforementioned adjustments and prorations shall be the entire amount which the Seller will receive from the City for the sale of the Property.

**2. EARNEST MONEY.** The City shall deposit One Thousand and no/100ths Dollars (\$1,000.00), in earnest money, within ten (10) days of the Seller's acceptance of the offer, with James A. Nelson, Jr., Greenville, North Carolina, as agent, who shall hold such amount in escrow. In the event that any of the conditions of this contract are not satisfied or waived by the City prior to closing, in the event City Council approval does not occur as required by paragraph 11, or in the event of a breach of this contract by Seller, then the earnest money shall be returned to the City, but such return shall not affect any other remedies available to the City. In the event the City breaches this contract, then the earnest money shall be forfeited to Seller, and the escrow agent shall pay over to Seller said earnest money, but such forfeiture shall not affect any other remedies available to Seller as a result thereof. Otherwise, the earnest money shall be paid to Seller at the closing and applied against the purchase price.

**3. CLOSING.** Closing is defined as the date and time of the recordation of the deed. Closing of the purchase of the Property hereunder shall take place at 10 a.m. on December 21, 2012, or at such time prior thereto as Seller and the City shall agree mutually in writing, at the law office of James A. Nelson, Jr., Greenville, North Carolina at which time the purchase price shall be paid as herein provided, and possession of the Property shall be delivered to the City. The Seller is under the

protection of Chapter 11 of the United States Bankruptcy Code. Closing on the sale of any property owned by Seller is subject to the approval of the Bankruptcy Court of the Eastern District of North Carolina. Seller is taking necessary steps in an effort to obtain such approvals.

**4. ADJUSTMENTS.** The following items shall be prorated and either adjusted between the parties or paid at closing:

- a. Ad valorem taxes on real property shall be prorated on a calendar year basis through the date of closing;
- b. Ad valorem taxes on personal property for the entire year shall be paid by the Seller unless the personal property is conveyed to the City, in which case, the personal property taxes shall be prorated on a calendar year basis through the date of closing;
- c. All late listing penalties, if any, shall be paid by Seller;
- d. Rents, if any, for the Property shall be prorated through the date of closing; and
- e. Utilities, if any, for the Property shall be prorated through the date of the closing.

**5. CLOSING COSTS.** Seller and the City acknowledge and agree that the City shall be responsible for the cost of its own title examination and title insurance premiums, any escrow fees or charges, the cost of its survey, and any recording charges on the deed and that the Seller shall be responsible for the cost of the preparation of the deed and all other documents necessary to perform Seller's obligations pursuant to this contract and any and all excise tax (revenue stamps) required by law on the transaction. Each party shall be responsible for the cost of its own attorneys.

**6. CONVEYANCE OF TITLE.** Seller shall make, execute and deliver to the City at closing a good and sufficient deed for the Property in fee simple with general warranty conveying good and marketable title to the Property, free of all liens, encumbrances, restrictions, covenants, rights of way and easements of any kind except ad valorem taxes for the current year (prorated through the date of closing); utility easements and unviolated restrictive covenants that do not materially affect the value or use and occupancy of the Property; and such other encumbrances as may be specifically approved by the City.

In addition, Seller shall furnish to the title company at closing a standard form affidavit and indemnification agreement showing that all labor and/or materials, if any, furnished to the property within one hundred twenty (120) days prior to the date of closing have been paid and by which Seller agrees to indemnify a title insurance company pursuant to a standard form ALTA title affidavit against all loss, cost, claim and expense arising therefrom, including reasonable attorney's fees.

**7. EVIDENCE OF TITLE.** Seller agrees to use diligent efforts to deliver to the City as soon as reasonably possible after the date of this contract, copies of all title information in possession of Seller, including, but not limited to, title insurance policies, attorney's opinions on title, surveys, covenants, deeds, notes and deeds of trust and easements relating to the property.

**8. CONDITIONS.** Notwithstanding anything to the contrary contained herein, the City's obligations pursuant to this contract are expressly conditioned upon the following conditions:

- a. The Property must be substantially the same or in better condition at closing as on the date of this offer, reasonable wear and tear excepted.
- b. All deeds of trust, liens and other charges against the Property must be paid and satisfied by Seller prior to or at closing such that cancellation may be promptly obtained following closing. Seller shall remain obligated to obtain any such cancellations following closing.

Failure of the foregoing condition (a) or (b) of this paragraph shall be evidenced by written notice to Seller from the City or the attorney for the City which shall be given at or prior to the closing. Upon provision of notice of failure, all sums paid by the City hereunder shall be returned forthwith to the City, and thereafter neither Seller nor the City shall have any rights or liabilities hereunder.

## **9. ENVIRONMENTAL WARRANTIES AND INDEMNIFICATIONS.**

(i) To the best of Seller's knowledge, the Property is not in direct or indirect violation of any local, state or federal law, rule or regulation pertaining to environmental regulation, contamination or clean-up (collectively, "Environmental Laws"), including, without limitation, the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (42 U.S.C. §9601 et seq. And 40 CFR §302.1 et seq.), the Federal Water Pollution Control Act (33 U.S.C. §1251 et seq. And 40 CFR §116.1 et seq.), and the Hazardous Materials Transportation Act (49 U.S.C. § 1801 et seq.), and the regulations promulgated pursuant to said laws, all as amended;

(ii) To the best of Seller's knowledge, neither the Seller nor any of its agents or employees directly or indirectly have stored, processed, or disposed of on or released or discharged from or on to the Property (including underground contamination) any hazardous, toxic or harmful substances, wastes, materials, pollutants or contaminants (including, without limitation, asbestos, polychlorinated biphenyls, flammable explosives, radioactive materials, infectious substances or raw materials which are included, indexed or regulated by Environmental Laws (collectively, "Hazardous Substances") and, to the knowledge of Seller (after diligent inquiry), no other person directly or indirectly have stored, processed or disposed of on or released or discarded from or onto the Property (including underground contamination) any Hazardous Substances;

(iii) To the best of Seller's knowledge, the Property is not subject to any private or governmental lien or judicial or administrative notice or action relating to Hazardous Substances;

(iv) To the best of Seller's knowledge, the Property has never been used as a landfill or waste dump;

(v) The Seller shall indemnify and hold harmless the City from any claim, expense, or cost (including court costs and attorneys fees whether suit be brought or not) resulting from any and all remediation, clean-up, and related costs actually incurred by the City within five (5) years of the closing as a result of (a) any underground storage tanks or underground storage system located upon the Property, (b) any environmental contamination of the Property, or (c) any contamination,

hazardous substance or petroleum which has migrated or migrates off of the Property; and

(vi) The Seller warrants that there are no underground storage tanks currently located upon the Property, that underground storage tanks are not a part of the acquisition, sale, or transfer of the Property to the City, and that any unidentified underground storage tanks which are discovered on the Property remain the property of the Seller and shall be removed within thirty (30) days of discovery at the Seller's sole expense including remediation, clean-up, and related costs.

**10. LEASE.** The Seller and the City understand that the City is currently leasing the Property. This lease shall terminate when the deed is recorded on the date of the Closing.

**11. CITY COUNCIL APPROVAL REQUIRED.** This Offer to Purchase and Contract shall be null and void in the event the City Council of the City of Greenville does not approve the purchase of the Property on or before December 14, 2012.

**12. DONATION.** It is understood and agreed that, if the Seller accepts the offer of the City to purchase the Property, the Seller is selling the property to the City for less than its fair market value with the difference between the fair market value and the Purchase Price being considered as a donation. The City shall execute any documents reasonably requested by the Seller and required by the Internal Revenue Service for the Seller to receive the appropriate tax deduction, if any, for the donation.

**13. EXPIRATION OF OFFER.** The offer of the City shall expire unless acceptance is delivered to the City on or before 5 o'clock p.m. on November 28, 2012, or until withdrawn by the City, whichever occurs first. In the event of such expiration, this Offer to Purchase and Contract shall be null and void.

**14. REASONABLE ACCESS.** Seller shall allow the City's agents, employees, and designees full and complete access to the property for the purpose of surveying and physically inspecting and investigating the property. All such surveys, inspections and investigations shall be conducted in such manner as to avoid unreasonable interference with Seller's present use, operation, and occupation of the Property.

**15. FIRE AND OTHER CASUALTY.** The risk of loss or damage by fire or other casualty prior to closing shall be upon Seller. In the event that the Property is materially damaged by fire or other casualty between the date of this Agreement and the date of closing, this Agreement may, at City's sole election and discretion, (i) be declared void, or (ii) accept title to the Property without any abatement in the Purchase Price, in which event, on the date of closing, all insurance proceeds shall be assigned to the City, and Seller shall pay to City an amount equal to the deductible portion of the insurance award along with any funds theretofore received by Seller in connection with such casualty. The City shall give Seller written notice of City's election on or before twenty (20) days after the occurrence of such casualty.

**16. BROKERS.** The City warrants, represents and certifies to the Seller that it has not engaged or utilized the services of a broker in connection with this transaction. The Seller shall be



solely responsible for any broker's or finder's fees or commissions for any broker or realtor which it has utilized with this transaction. Each party agrees to defend, indemnify and hold harmless the other from and against any claim for broker's or finder's fees or commissions made by any party claiming to have dealt with them.

**17. REPRESENTATIONS.** Seller and the City acknowledge and agree that, except as otherwise specifically set forth in this contract, Seller has made no representations, warranties or statements to the City as to any matter relating to or concerning the Property, the use thereof or the suitability of the City's intended use thereof. Seller hereby represents and warrants to the City that, to the best of Seller's knowledge the property is not now in violation of any regulation, law, rule or order relating to hazardous substances or wastes and has not been used, and is not being used, as a sanitary landfill.

**18. NOTICE.** All notices required by this contract shall be in writing and shall be given by either hand delivery to the parties hereto or by placement in the United States Mail, postage prepaid, addressed as follows:

To City  
Barbara Lipscomb  
City Manager  
City of Greenville  
P.O. Box 7207  
Greenville, NC 27835-7207

To Seller  
Joseph D. Briley, Sr., Member Manager  
Vandemere, LLC  
4747 US 264 East  
Greenville, NC 27834

**19. SEVERABILITY.** In the event that any term or condition of this contract or the application thereof to any circumstance or situation shall be invalid or unenforceable in whole or in part, the remainder hereof and the application of said term or condition to any other circumstance or situation shall not be affected thereby, and each term and condition of this contract shall be valid and enforceable to the full extent permitted by law.

**20. PARAGRAPH HEADINGS.** The paragraph headings used in this contract are for convenience of reference only and shall not be considered terms of this contract.

**21. GOVERNING LAW.** The Seller and the City agree, that the laws of the State of North Carolina shall govern and control the validity, interpretation, performance and enforcement of this contract.

**22. ENTIRE AGREEMENT.** This contract contains the entire agreement and understanding between Seller and the City. There are no oral understandings, terms or conditions, and neither Seller nor the City has relied upon any representation, express or implied, not contained herein. All prior negotiations, understandings, terms and conditions are merged in this contract.

**23. MODIFICATION.** This contract may not be changed or modified orally, but only by an agreement in writing signed by the party against whom enforcement or waiver, change, modification or discharge is sought.

**24. DUPLICATE ORIGINALS.** This contract is executed in duplicate originals; and both Seller and the City acknowledge receipt of one such original, agree that the duplicate originals hereof are identical, and further agree that either original shall be admissible in any proceeding, legal, or otherwise, without the production of the other such original.

**25. EXECUTION.** This offer shall become a binding contract when signed by both the City and Seller.

**26. SURVIVAL.** The terms and provisions of this Contract shall survive Closing.

**IN TESTIMONY WHEREOF,** the Seller has caused this instrument to be executed under seal, and the City has caused this instrument to be executed in its corporate name by Barbara Lipscomb, City Manager of the City of Greenville.

**VANDEMERE, LLC**

By: Joseph D. Briley Sr. (SEAL)  
Joseph D. Briley, Sr., Member Manager

By: Glenda G. Briley (SEAL)  
Glenda G. Briley, Member Manager

**VANDEMERE PARTNERSHIP**

By: Joseph D. Briley Sr. (SEAL)  
Joseph D. Briley, Sr., Partner

By: Glenda G. Briley (SEAL)  
Glenda G. Briley, Partner

**CITY OF GREENVILLE**

By: Barbara Lipscomb (SEAL)  
Barbara Lipscomb, City Manager

**NORTH CAROLINA  
PITT COUNTY**

I, Rhonda B. Wilkerson, Notary Public in and for the aforesaid County and State, do hereby certify that Joseph D. Briley, Sr., Member Manager of Vandemere, LLC, a limited liability company, personally appeared before me this day and acknowledged the due execution of the foregoing instrument on behalf of the limited liability company.

WITNESS my hand and official seal, this the 27<sup>th</sup> day of November, 2012.

Rhonda B. Wilkerson  
Rhonda B. Wilkerson Notary Public

My Commission Expires: 5/21/17

**NORTH CAROLINA  
PITT COUNTY**

I, Rhonda B. Wilkerson, Notary Public in and for the aforesaid County and State, do hereby certify that Glenda G. Briley, Member Manager of Vandemere, LLC, a limited liability company, personally appeared before me this day and acknowledged the due execution of the foregoing instrument on behalf of the limited liability company.

WITNESS my hand and official seal, this the 27<sup>th</sup> day of November, 2012.

Rhonda B. Wilkerson  
Rhonda B. Wilkerson Notary Public

My Commission Expires: 5/21/17

**NORTH CAROLINA  
PITT COUNTY**

I, Rhonda B. Wilkerson, Notary Public in and for the aforesaid County and State, do hereby certify that Joseph D. Briley, Sr., a partner in Vandemere Partnership, personally appeared before me on this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

WITNESS my hand and official seal, this the 27<sup>th</sup> day of November, 2012.

Rhonda B. Wilkerson  
Rhonda B. Wilkerson Notary Public

My Commission Expires: 5/21/17

**NORTH CAROLINA  
PITT COUNTY**

I, Rhonda B. Wilkerson, Notary Public in and for the aforesaid County and State, do hereby certify that Glenda G. Briley, a partner in Vandemere Partnership, personally appeared before me on this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

WITNESS my hand and official seal, this the 27<sup>th</sup> day of November, 2012.

Rhonda B. Wilkerson  
Rhonda B. Wilkerson Notary Public

My Commission Expires: 5/21/17

**NORTH CAROLINA  
PITT COUNTY**

I, Rhonda B. Wilkerson, Notary Public in and for the aforesaid County and State, do hereby certify that Barbara Lipscomb, City Manager for the City of Greenville, personally appeared before me on this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

WITNESS my hand and official seal, this the 27<sup>th</sup> day of November, 2012.

Rhonda B. Wilkerson  
Rhonda B. Wilkerson, Notary Public

My Commission Expires: 5/21/17

## **EXHIBIT A**

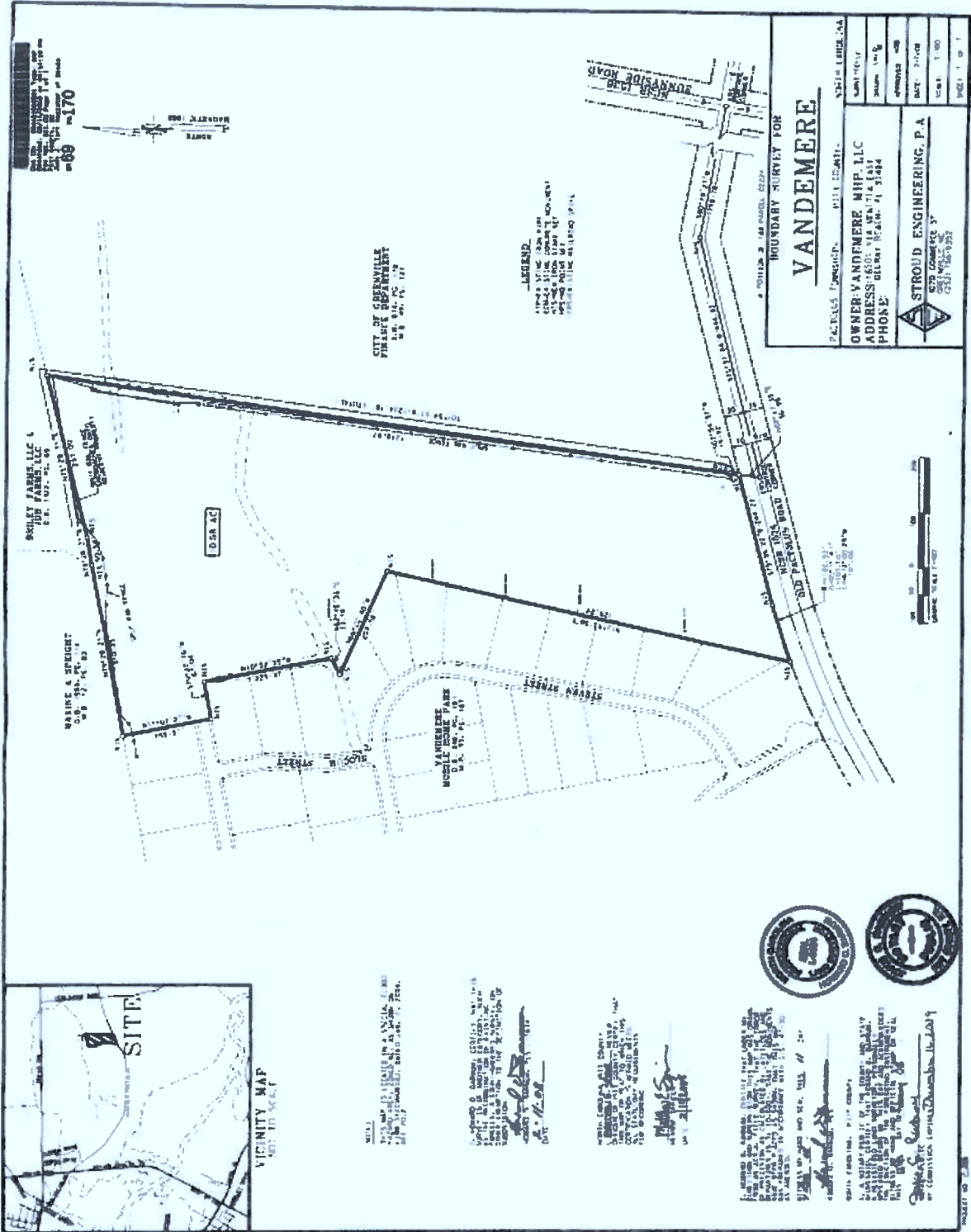
### **Description of Property**

Property consisting of approximately 10.58 acres located on Old Pactolus Road within Pitt County, North Carolina, described in the deed recorded in Deed Book 2478, Page 201, Pitt County Registry, and being Tax Parcel No. 077037.

### Pitt County GIS Aerial



# Survey







# City of Greenville, North Carolina

Meeting Date:  
12/10/2012  
Time: 6:00 PM

---

**Title of Item:** Gas capital project budget ordinance and reimbursement resolution for the Greenville Utilities Commission-Piedmont Natural Gas Multiple Gas Facilities Upgrade Project

**Explanation:** The proposed GUC-Piedmont Natural Gas (PNG) Multiple Gas Facilities Upgrade Project is for the purposes of replacing and relocating aging infrastructure, incorporating an additional gas feed into the GUC gas distribution system, and enhancing overall gas system capacity. PNG's scheduled replacement of their gas transmission line 43 is being leveraged to aggregate several GUC gas system enhancements listed in the Gas Department's 5-Year Capital Improvement Plan into a single project. Enhancements included in the project scope are relocating Gate Stations 2 and 3, construction of new Gate Station 5, and incorporating additional capacity into PNG's Line 43 gas transmission main. The GUC Board of Commissioners approved the project budget at its November 15, 2012, regular Board meeting and recommends similar action by City Council.

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

**Recommendation:** Adopt the attached ordinance and reimbursement resolution

---

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

**Attachments / click to download**

- [City Ordinance GUC-PNG Natural Gas Multiple Gas Facilities Upgrade Project](#)
- [City Resolutions GUC-PNG Natural Gas Multiple Gas Facilities Upgrade Project](#)



ORDINANCE NO. 12- \_\_\_\_\_

FOR GAS CAPITAL PROJECT BUDGET  
GUC-PNG MULTIPLE GAS FACILITIES UPGRADE PROJECT

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

Section 1. Revenues. Revenues of Gas Capital Project Budget,  
GUC-PNG Multiple Gas Facilities Upgrade Project, is hereby established to read as follows:

Revenue:

Long Term Financing	<u>\$2,650,000</u>	<u>\$2,650,000</u>
---------------------	--------------------	--------------------

Section 2. Expenditures. Expenditures of the Gas Capital Project Budget,  
GUC-PNG Multiple Gas Facilities Upgrade Project, is hereby established to read as follows:

Expenditures:

Project Cost	<u>\$2,650,000</u>	
Total Project Expenditures		<u>\$2,650,000</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 determined to pay certain expenditures (the "Expenditures") incurred no more than 60 days prior to the date hereof and thereafter relating to the the acquisition and construction of certain improvements (collectively, the "Project") more fully described in Exhibit A attached hereto, consisting of improvements to its electric, gas, sanitary sewer and water systems (collectively, the "System"); and

WHEREAS, the City Council of the City (the "City Council") has determined that those moneys previously advanced no more than 60 days prior to the date hereof to pay such Expenditures are available only on a temporary period and that it is necessary to reimburse the City for the Expenditures from the proceeds of one or more issues of tax-exempt obligations (the "Debt");

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL as follows:

Section 1. The City Council hereby declares its intent to reimburse the City from the proceeds of the Debt for the Expenditures made with respect to the Project no more than 60 days prior to the date hereof and thereafter. The City Council reasonably expects on the date hereof that it will reimburse the 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 maximum principal amount of the Debt estimated to be issued for the Project is estimated to be \$2,650,000.

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 Project is e 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 PROJECT**

The Project referenced in the resolution include, but are not limited to, all design, engineering, replacement and relocation cost of aging infrastructure and other costs associated with the GCP-88 GUC-PNG Multiple Gas Facilities Upgrade Project.



# City of Greenville, North Carolina

**Meeting Date:**  
12/10/2012  
**Time: 6:00 PM**

**Title of Item:** Report on contracts awarded

**Explanation:** **Abstract:** The City Council has delegated the authority to award contracts for purchases of goods, services, and construction/repair projects under \$300,000 to the City Manager and Purchasing Manager. At the time of their delegation, it was mandated that contracts in the amount of \$50,000 and up awarded under this delegation be reported to the City Council monthly and recorded in the minutes.

**Explanation:** The Director of Financial Services reports that the following contracts for purchases of equipment were awarded during the month of November 2012.

Date Awarded	Description	Vendor	Amount	M/WBE Yes/No
11/5/12	2013 John Deere Backhoe State Contract Purchase	R.W. Moore	\$100,621.88	No
11/5/12	Transit Tour Bus State Contract Purchase	Palmetto Bus Sales	\$105,419.00	No
11/8/12	Elgin Street Sweeper NJPA Cooperative Purchasing Contract	Public Works Equipment & Supply	\$183,545.55	No

**Fiscal Note:** Funds totaling \$405,000 for the purchase of these vehicles were approved in the Vehicle Replacement Fund Budget for 2012-2013.

**Recommendation:** That the contract award information be reflected in the City Council minutes.

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# City of Greenville, North Carolina

**Meeting Date:**  
**12/10/2012**  
**Time: 6:00 PM**

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**Title of Item:** Presentations by Boards and Commissions

- a. Greenville Bicycle and Pedestrian Commission
- b. Investment Advisory Committee

**Explanation:** The Greenville Bicycle and Pedestrian Commission and the Investment Advisory Committee are scheduled to make their annual presentations to City Council at the December 10, 2012 meeting.

**Fiscal Note:** N/A

**Recommendation:** Hear the presentations from the Bicycle and Pedestrian Commission and the Investment Advisory Committee

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# City of Greenville, North Carolina

**Meeting Date:**  
**12/10/2012**  
**Time: 6:00 PM**

**Title of Item:** Selection of a "locally preferred site" for the Greenville Transportation and Activity Center

**Explanation:** **Abstract:** The Greenville Transportation and Activity Center (GTAC), formerly called the Greenville Intermodal Transportation Center (ITC), is a planned transportation transfer facility where all local and regional transportation services will connect. The process to make this facility a reality began 12 years ago and has led to two steering committees recommending two potential sites for the facility to City Council.

### **Description of Project**

The Greenville Transportation and Activity Center (GTAC), formerly called the Greenville Intermodal Transportation Center (ITC), is a planned facility that will encourage and facilitate the use of multiple modes of transportation within the City, provide a central access point where people can transfer from one mode to another, and create a hub of activity not just for transportation, but also for revitalization and economic development.

The GTAC will serve as a transfer facility where all local and regional transportation services will connect. The Greenville Area Transit System (GREAT), Pitt Area Transit System (PATS), ECU Transit, and Greyhound will all utilize the facility for connections along with taxi service, the new Amtrack Connector, bicyclists, and pedestrians. The facility may accommodate airport, medical district, and hotel shuttles with future passenger rail service also a possibility.

This new facility is intended to replace the current transfer point located on Reade Street between Third and Fourth Streets. The current transfer point has only two shelters with benches, lacks restroom facilities or any other rider amenities, and is generally considered inadequate. The new center, as proposed, will provide a modern transfer facility in a temperature-controlled environment, with seating, restrooms, vending, and other amenities that will meet the needs of both current transit riders, future transit riders, and others that will utilize the

center such as taxi riders, bicyclists, pedestrians, and various shuttle riders. It could also become an anchor for revitalization as it has been in other communities such as Greensboro, North Carolina, and Spartanburg, South Carolina.

## **Background Information**

- **December 2000** - Mayor Nancy Jenkins commented on the 2002-2008 NCDOT TIP that transit was expected to become more important in eastern North Carolina in the next few years and that the City should progress with the planning for the construction of an intermodal center in Greenville.
- **2003** - A Regional Transit Feasibility Study was conducted by Wilbur Smith and Associates. The study concluded that a coordinated, regional transportation service would provide the best service to area residents.
- **2006** - The Greenville Intermodal Transportation Center Feasibility Study Final Report was prepared by Martin, Alexiou and Bryson. The consultant concluded that a Greenville Transportation Center is feasible and recommended that the City move forward.
- **May 2007** - The City contracted with Moser, Mayer, Phoenix & Associates (MMP) to complete planning and design activities. An Intermodal Transportation Center (ITC) Steering Committee was formed.
- **July 2007** - Community meetings were conducted to gather input on facility programming needs.
- **September 2007** - The ITC Steering Committee met to review findings from July 2007 community meetings and preliminary reports.
- **October 2007** - MMP submitted programming options and site selection for City review.
- **March 2008** - The ITC Steering Committee recommended a preferred site.
- **May 2008** - City Council approved the site recommended by the ITC Steering Committee. The selected site is located on the two blocks bounded by Evans, Cotanche, 8th and 9th Streets.
- **Summer 2008** - Completion of Phase 1 ESA.
- **October 2008** - City Council authorized staff to begin property acquisition.
- **Spring 2009** - Property appraisals underway.
- **April 2009** - Preparation of Environmental Assessment Report.
- **May 7 & 14, 2009** - Public Hearings - Environmental Assessment Draft.
- **June 2011** - Federal Transit Administration gave final environmental clearance to the site.
- **July - September 2011** - Staff and City Council members received comments from multiple stakeholders questioning whether the selected site is the appropriate location for the facility. During the same period, property at the intersection of Reade Circle and Dickinson Avenue, which had previously been slated for private development, was confirmed to be available as a potential site.
- **October 2011** - City Council adopted Resolution Determining to Consider Alternative Intermodal Transportation Center Sites. Acquisition activities for the selected site were suspended, and staff began to plan for a second

site selection process.

### **Description of Current Site Selection Process**

- **April 2012** - City Council approved a contract with MMP to lead the site selection / preliminary design / environmental review process.
- **May 2012** - Two committees were selected to lead the site selection process. The Stakeholders Steering Committee includes over 40 individuals and the Technical Steering Committee over 30. The committees consist of individuals representing a broad range of entities, perspectives, and backgrounds. A full roster for each committee is attached.
- **July - November 2012** - A detailed public involvement process was coordinated by the consultant. Public involvement efforts have included community rider surveys, one-on-one surveys, general public surveys, an open house, and eight total committee meetings. A detailed summary of all public involvement activities is attached.
- **July - November 2012** - The two steering committees have had four meetings each (July 10-11; August 27-28; October 2; November 5). They considered numerous locations as potential GTAC sites, evaluated each site based on objective criteria established by the committees, and ultimately determined that two sites (Sites 5 and 7) are acceptable and appropriate locations for the proposed facility. A detailed comparison of Sites 5 and 7 is attached.

### **Next Steps**

Complete the current study with MMP. This includes:

- Select a "locally preferred site";
- Complete Phase 1 and II environmental;
- Complete Categorical Exclusion (CE) or Environmental Impact Study (EIS);
- Develop project budget

Move forward with next phase of work:

- FTA approvals (including additional grant funding);
- Land acquisition;
- Final design (architectural and engineering)
- Construction

### **Fiscal Note:**

#### **Facility Development / Construction Costs**

The source of funds to complete the site selection process, environmental investigation and permitting, land acquisition, and construction of the proposed transportation center are based on a cost share formula wherein 80% is federal, 10% is state, and 10% is local. To date, the City has received a grant for

\$2,867,722, of which approximately \$230,000 has already been spent on previous activities or is dedicated to the current contract with Moser, Mayer, Phoenix & Associates. The City has requested that an additional grant of \$848,041 be redirected to this project, but a decision on that request will likely not be made until the City moves forwards with site selection.

A detailed project cost estimate will be developed in a later phase of the project, and the final cost will be determined by many factors (i.e. land acquisition cost, size and scope of facility, infrastructure improvement needs, construction costs, etc.). The detailed project cost estimate for the initial locally preferred site was \$11,051,812 in 2008 (approximately \$12,446,135 after adjusting for inflation through 2014). Using the cost share formula described above, the local contribution for a \$12,446,135 project would be \$1,244,613. The City currently has \$652,835 in a capital account for this project. As such, an additional \$591,778 in local match would be required for such a project. It should be noted that Site 5 contains multiple parcels already owned by the City of Greenville. If Site 5 is the locally preferred site, the value of those parcels could be used as all or a portion of the additional local match.

#### **Facility Operational Costs**

It is recognized that any new City building or facility will include operational costs. Staffing, security, custodial services, building maintenance, supplies, and utilities are some of the expected costs to operate a transportation center. While a final annual operations cost estimate will not be developed until the facility's final design and layout are determined, staff did develop a preliminary estimate based on the facility being staffed with a supervisor and customer service representative at all hours of operation (71 hours a week) and utilizing contract security, custodial and maintenance services. The total estimated annual operating cost is \$307,052, with federal cost share contributing \$175,471. As such, the local portion of annual operating costs are estimated at \$131,581. A detailed breakdown of these estimated costs are attached.

**Recommendation:** Accept the consultant presentation and consider selecting one of the two alternative sites as the locally preferred site for the Greenville Transportation and Activity Center.

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

#### **Attachments / click to download**

- [Operating Cost](#)
- [Site Alternatives Map](#)
- [Comparison of Sites 5 and 7](#)
- [Examples of Other Transportation Centers](#)
- [Summary of Public Involvement Activities](#)



## Stakeholder Steering Committee

<b>Terri Williams</b> Mayor Appointee	<b>William Koch</b> ECU – Exec. Admin. Rep.
<b>Troy Dreyfus</b> City Council Member District 1 Appointee	<b>Debra Garfi</b> ECU Parking and Transportation
<b>Wayland Moore</b> City Council Member District 2 Appointee	<b>Dr. Jerry Weitz</b> ECU – Urban Planning Rep.
<b>Inez Fridley</b> City Council Member District 3 Appointee	<b>Don Edwards</b> Downtown Business Owner
<b>Rose Gilbert</b> City Council Member District 4 Appointee	<b>Albi McLawhorn</b> Uptown Greenville
<b>Charles Farley</b> City Council Member District 5 Appointee	<b>Dave Carpenter</b> Uptown Greenville Business
<b>Howard Stearn</b> City Council Member At-Large Appointee	<b>Bob Thompson</b> Disability Advocate & Resource Center
<b>Chris Padgett</b> Interim Assistant City Manager/Chief Planner	<b>Ben Johnson</b> North of the River Focus Group
<b>Merrill Flood</b> Community Development Director	<b>Van Smith</b> Sr. VP of Hospital Operations - Vidant Health
<b>Scott Godefroy</b> Interim Public Works Director	<b>Jason Carter</b> Asst. VP of Emergency Services - Vidant Health
<b>Stephen Mancuso</b> GREAT Transit Director	<b>Steve Hawley</b> PIO – COG
<b>Ted D. Sauls</b> Greenville Police Department	<b>Jan Fisher</b> PCC/ESL
<b>Chris Sutton</b> ECU Police	<b>Don Cavellini</b> Pitt County Coalition Against Racism
<b>Brock Davenport</b> Greenville Fire Rescue	<b>Juencio Rocha Peralta</b> Executive Director, AMEXCAN
<b>Harry Stubbs</b> Greenville Bicycle and Pedestrian Commission	<b>Ken Mayer</b> Moser, Mayer, Phoenix
<b>Marsha Wyly</b> Public Transportation and Parking Commission	<b>Karen Simon</b> Simon Resources
<b>Ronald Dunbar</b> Public Transportation and Parking Commission	<b>Stephanie Goris</b> Wendel
<b>Mark Woodson</b> Greenville Redevelopment Commission	<b>Ron Reekes</b> Wendel
<b>Ryan Webb</b> Historic Preservation Commission	<b>Keith Lewis</b> Martin, Alexiou, Bryson, PC
<b>Rebecca Clayton</b> Pitt Area Transit System (PATS)	<b>Lauren Triebert</b> Martin, Alexiou, Bryson, PC
<b>Michael Aichinger</b> Pitt County Council on Aging	

## Technical Steering Committee

<b>Chris Padgett</b> Interim Assistant City Manager/Chief Planner	<b>William Koch</b> ECU Administration
<b>Scott Godefroy</b> Interim Public Works Director	<b>Debra Garfi</b> ECU Parking and Transportation
<b>Rik DiCesare</b> Public Works Department - Traffic Engineer	<b>Dr. Jerry Weitz</b> ECU Urban Planning
<b>Stephen Mancuso</b> GREAT Transit Director	<b>Bob Thompson</b> Disability Advocates & Resource Center
<b>Michael Roach</b> GREAT Transit Driver	<b>Helen Pase</b> Disability Advocates & Resource Center
<b>Merrill Flood</b> Community Development Director	<b>Jo Penrose</b> GUAMPO Coordinator, City Transportation Planner
<b>Carl Rees</b> Economic Development Officer	<b>Neil Lassiter</b> NCDOT
<b>Rebecca Clayton</b> Pitt Area Transit System (PATS)	<b>Dwayne Alligood</b> NCDOT
<b>Wanda Yuhas</b> Pitt County Development Commission	<b>Steve Hawley</b> PIO – COG
<b>Scott Poag</b> Pitt County Development Commission	<b>Ken Mayer</b> Moser, Mayer, Phoenix
<b>Marsha Wylly</b> Public Transportation and Parking Commission	<b>Karen Simon</b> Simon Resources
<b>Ronald Dunbar</b> Public Transportation and Parking Commission	<b>Stephanie Goris</b> Wendel
<b>Harry Stubbs</b> Greenville Bicycle and Pedestrian Commission	<b>Ron Reekes</b> Wendel
<b>Terri Williams</b> Greenville Redevelopment Commission	<b>Keith Lewis</b> Martin, Alexiou, Bryson, PC
<b>Mark Woodson</b> Greenville Redevelopment Commission	<b>Lauren Triebert</b> Martin, Alexiou, Bryson, PC
<b>Wood Davidson</b> Director - ECUSTA	



**GREENVILLE TRANSPORTATION ACTIVITY CENTER (GTAC)**

**PROJECT ON-GOING OPERATING COST AND FUNDING**

	<u>Federal</u>	<u>State</u>	<u>City</u>	<u>Total</u>
Facility Supervisor (2 FTEs) Customer Service Representative (1.8 FTEs)	\$32,302	\$0	\$32,302	\$64,605
Facility Supervisor Fringe (30%)	18,423	0	18,423	36,846
Contract Security	9,691	0	9,691	19,381
Contract Custodial	41,535	0	41,535	83,070
Contract Maintenance	36,920	0	9,230	46,150
Facility Materials and Supplies	12,000	0	3,000	15,000
Utilities	9,600	0	2,400	12,000
	15,000	0	15,000	30,000
<b>Totals</b>	<u><u>\$175,471</u></u>	<u><u>\$0</u></u>	<u><u>\$131,581</u></u>	<u><u>\$307,052</u></u>

Notes: At a minimum, GTAC will be open:

12.5 Hours per day Monday through Friday

8.5 Hours per day Saturday

Equating 71.0 Hours per week or 3,692.0 Hours per year

Facility Supervisor (FT) \$15.53 per hour

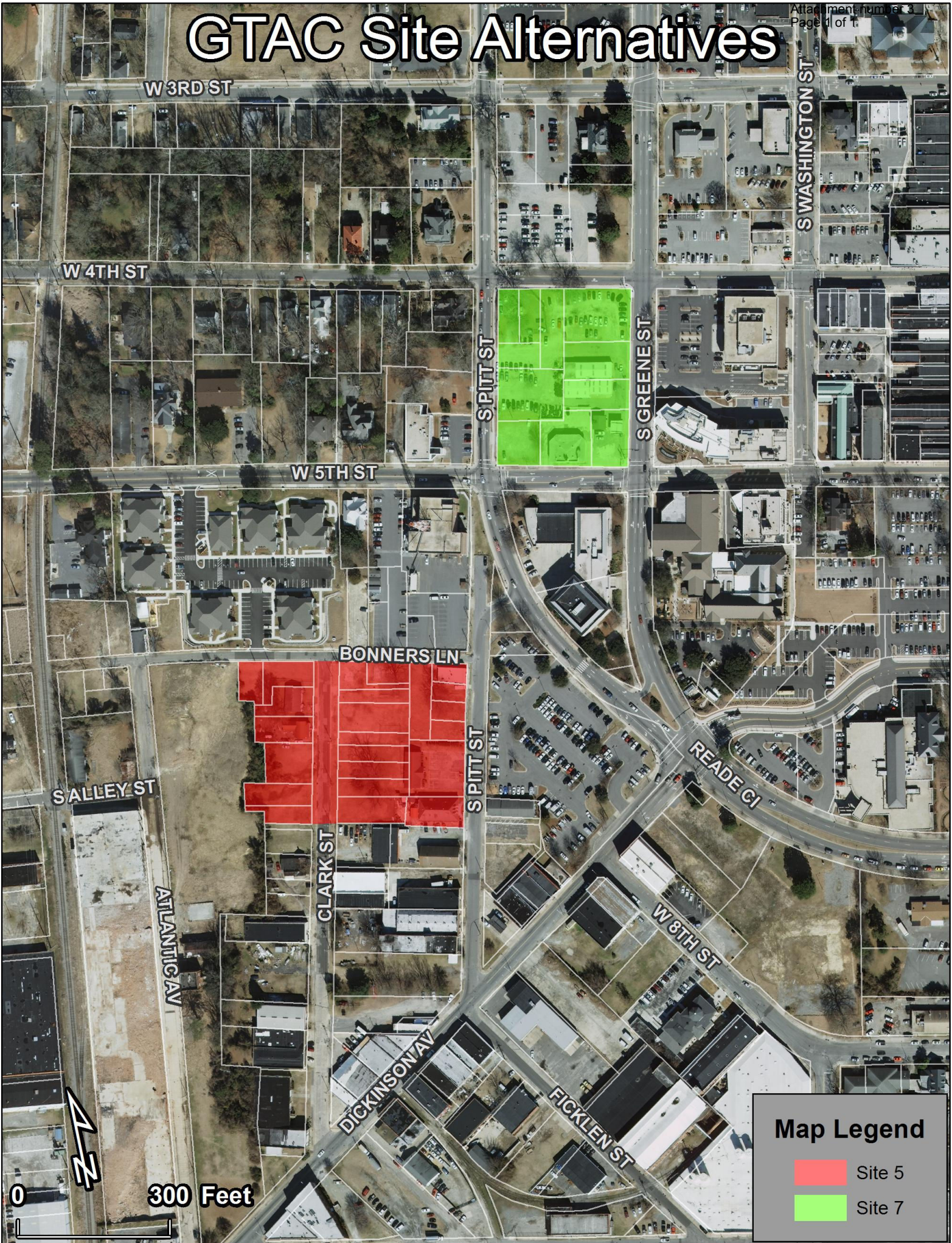
Customer Service

Representative (PT) \$9.98 per hour

Contract Security \$22.50 per hour

Contract Custodial \$12.50 per hour

# GTAC Site Alternatives

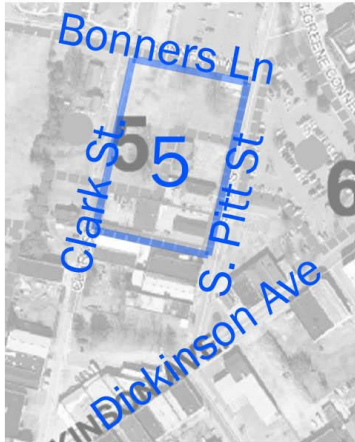


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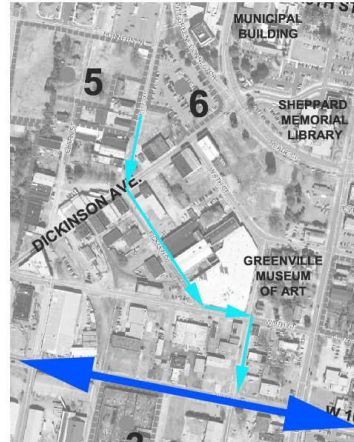
- Site 5
- Site 7

# Comparison of Site 5 to Site 7

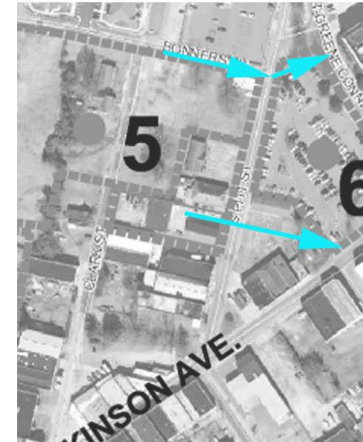
# Site 5



surrounding streets



connection to 10th



create connections  
to Dickinson & Reade



bus circulation

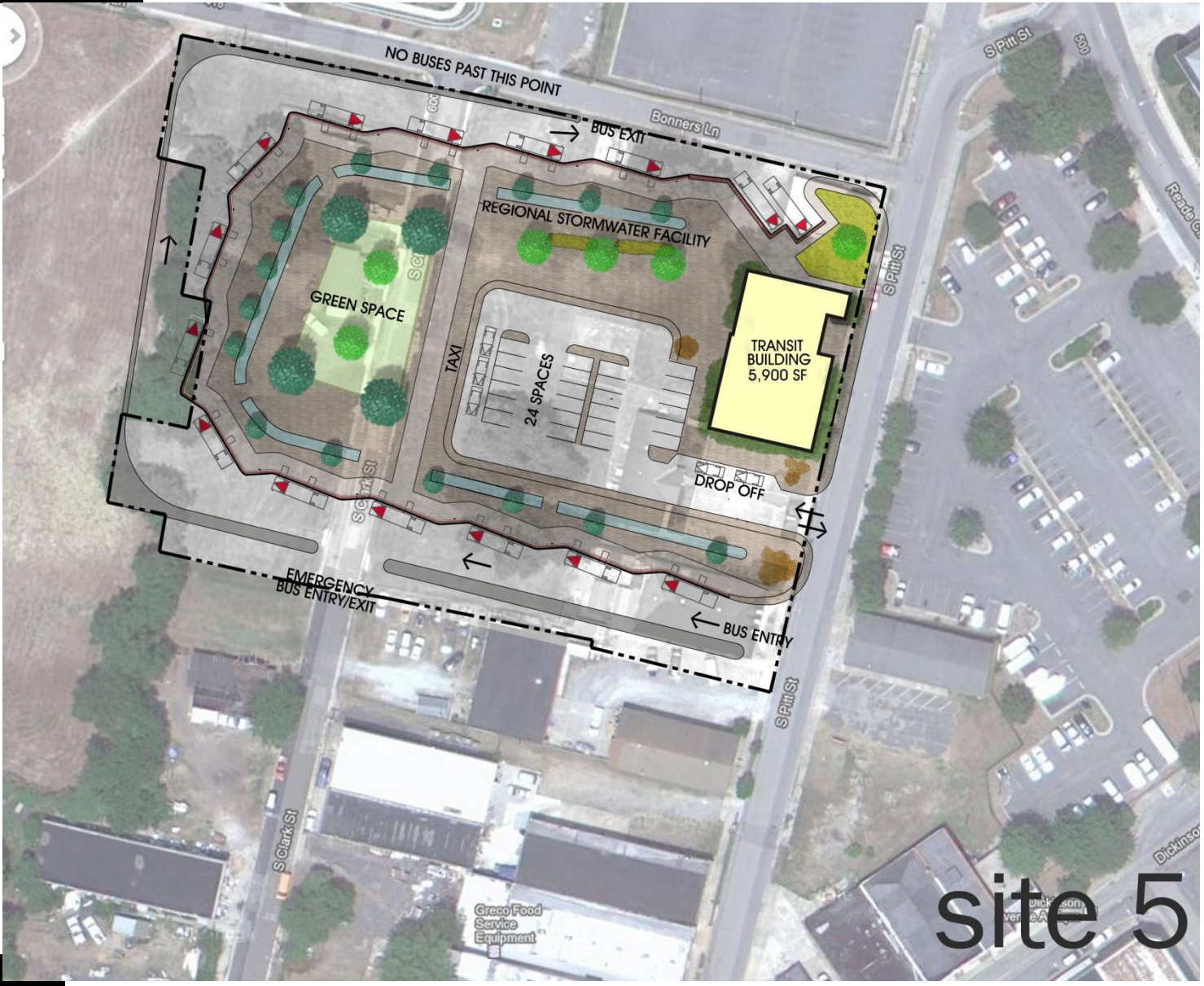


strong corner

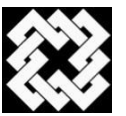


expansion  
opportunity





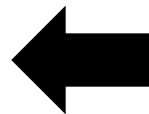
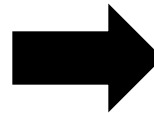
site 5



# Site 5

## Pros

- Access is along low volume roadways
- Indirect access to main transit roadways
  - Reade Circle, Evans Street, 5<sup>th</sup> Street



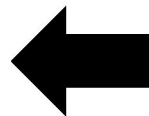
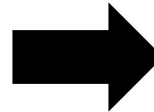
## Cons

- Infrastructure improvements/options:
  - Bonners Lane widening
  - Pitt Street surface improvements
  - Access to main transit roadways=extra driving
  - Reopening the closed Pitt Street extension
  - New connection to Reade Circle
  - Transit signals
  - Safe pedestrian connection
  - Perpendicular intersections with Dickinson

# Site 5

## Pros

- No known environmental concerns
- No hydrologic or other natural environment features



## Cons

- Overlaps historic district adverse impact
- Kearney House adverse impact
- Relocations
  - 5 businesses
  - 1 church
- Located in Brownfield Redevelopment District
- Phase I Environmental Site Assessment needed

## Site 5:

### ***Pros:***

- WITHIN "WEST GREENVILLE CERTIFIED REDEVELOPMENT AREA"
- SITE PARTIALLY OWNED BY CITY
- NO CITY PARKING THAT NEEDS TO BE RELOCATED
- SITE ALLOWS FOR EXPANDABILITY
- BUS CIRCULATION WORKS WELL
- POSSIBLE BROWNFIELD REDEVELOPMENT FUNDING

### ***Cons:***

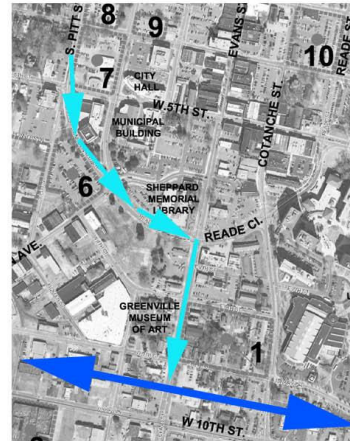
- NOT ALL PARCELS CITY OWNED
- STREET IMPROVEMENTS NECESSARY FOR BUS TRAFFIC
- ACCESS TO 10TH ST CONNECTOR IS NOT DIRECT



# Site 7



surrounding streets



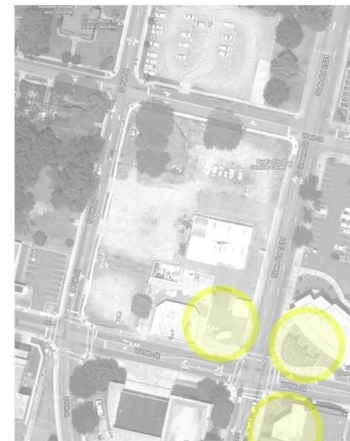
connection to 10th



preserve green area



bus circulation

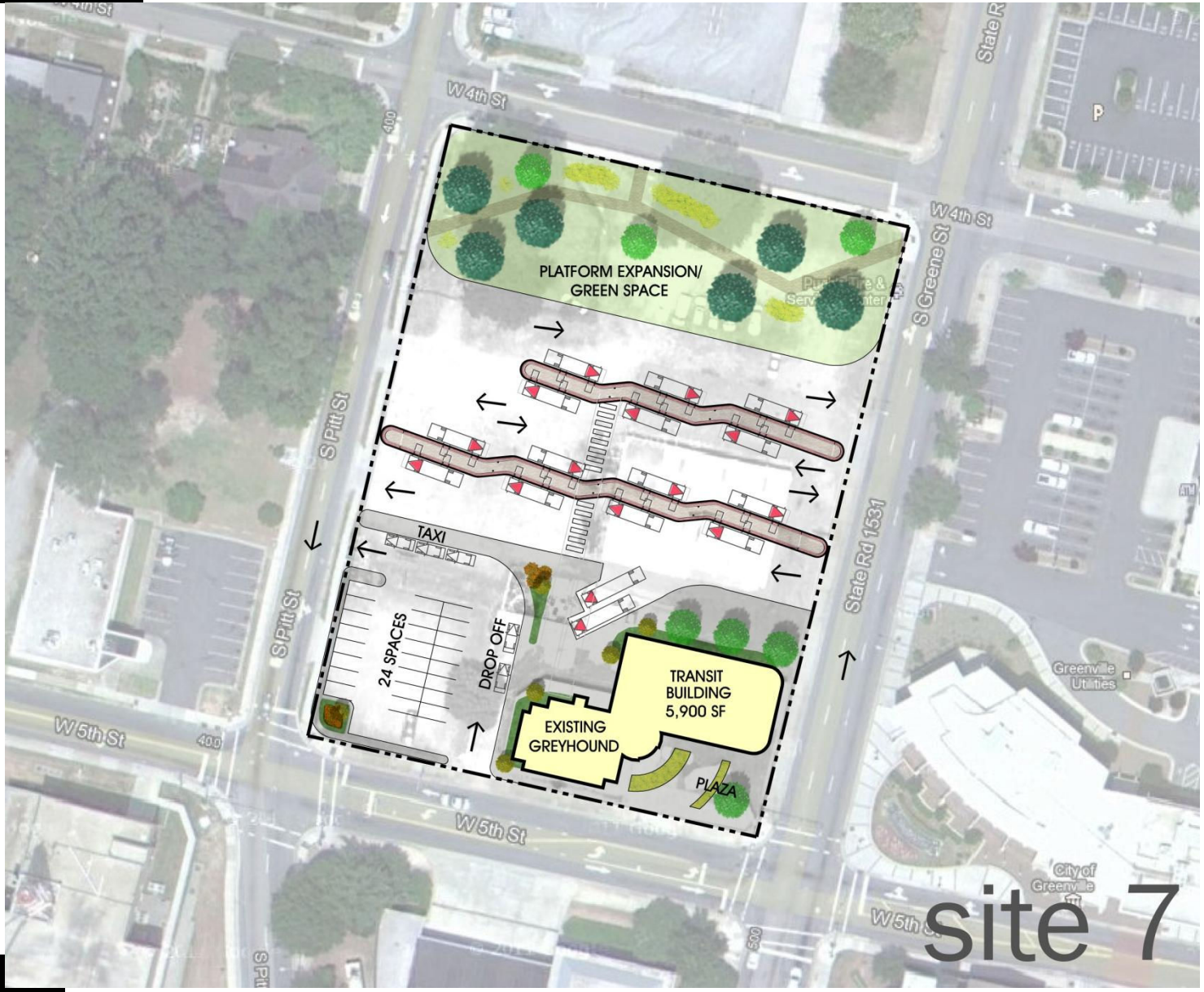


public corner

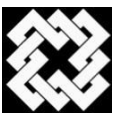


bike integration

# Site 7



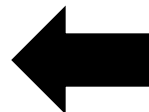
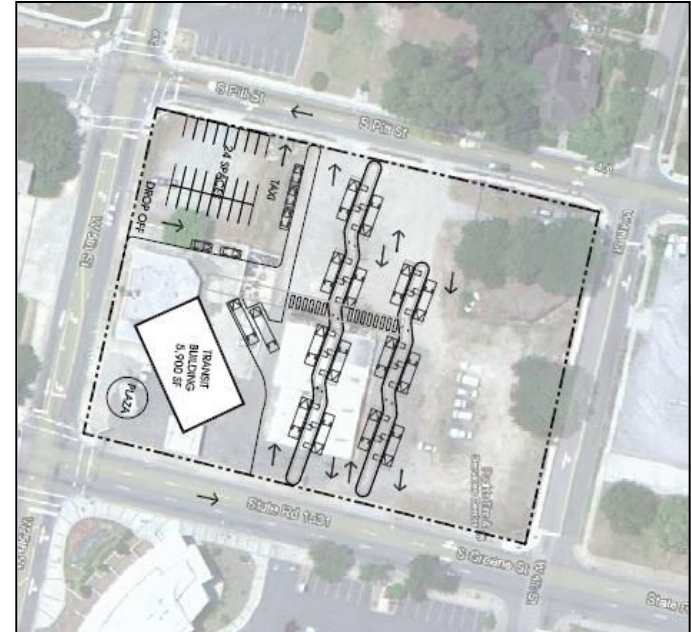
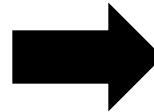
site 7



# Site 7

## Pros

- Well positioned within grid street system
- Access to multiple streets
- Allows for open space/future expansion space



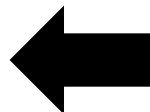
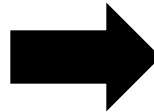
## Cons

- Numerous or very wide curb cuts may be confusing, but not uncommon layout
- Extended pedestrian conflict area at bus entrances/exits and platforms
- Lack of accel/decel lanes

# Site 7

## Pros

- No known environmental concerns
  - NCDENR verifies the closing of the USTs at old gas station
- No hydrologic or other natural environment features
- Integrated into Uptown Greenville



## Cons

- Private owner; acquisition negotiation needed
- Phase I ESA needed
- Previous bus station adverse impact/no demolition preferred
- Possible historic district adverse impact (Skinnersville—Greenville Heights)

## Site 7:

### ***Pros:***

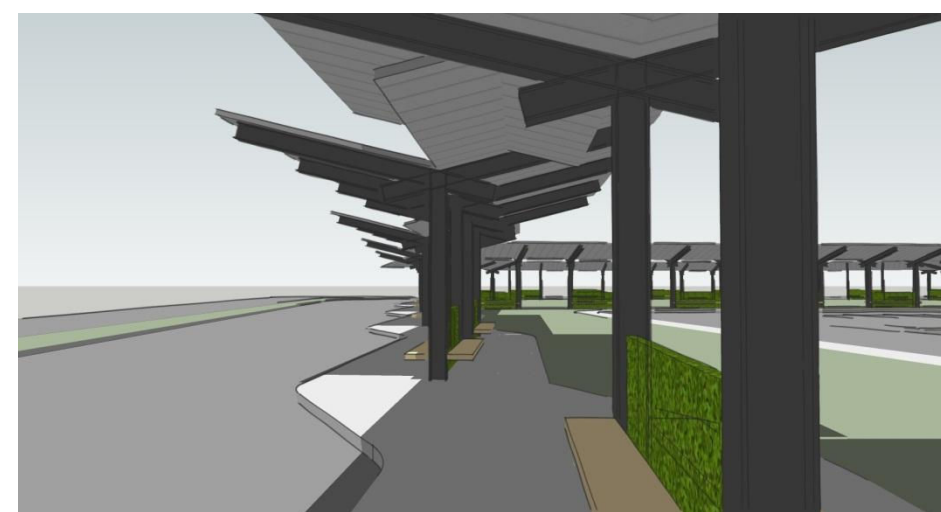
- WITHIN "CENTER CITY REVITALIZATION AREA"
- LOCATED IN CENTRAL BUSINESS DISTRICT
- DIRECTLY ADJACENT TO FIRE HEADQUARTERS
- CLOSE PROXIMITY TO CITY OFFICES
- WIDE ACCESS LANES
- NO CITY PARKING THAT NEEDS TO BE RELOCATED
- GOOD ACCESS TO 10TH ST. CONNECTOR DOWN PITT TO EVANS
- W. 5TH DESIGNATED BIKE FRIENDLY ROAD

### ***Cons:***

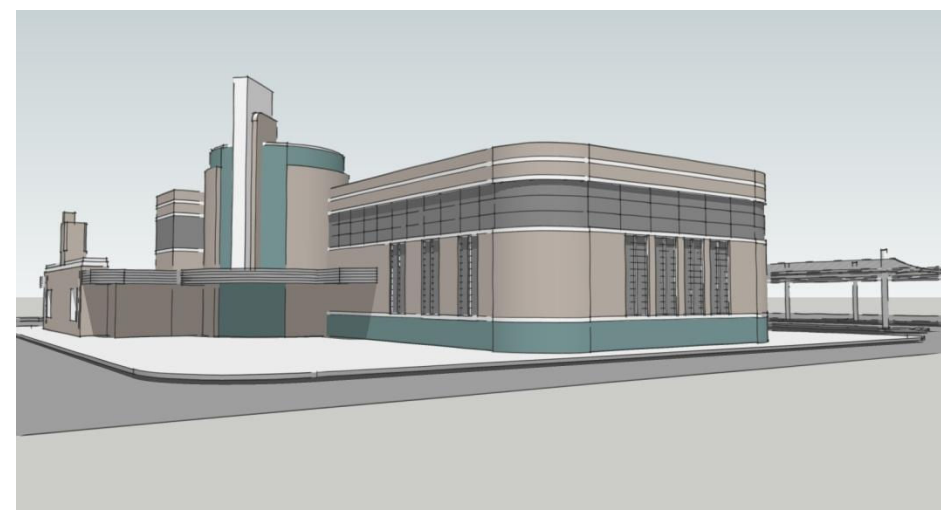
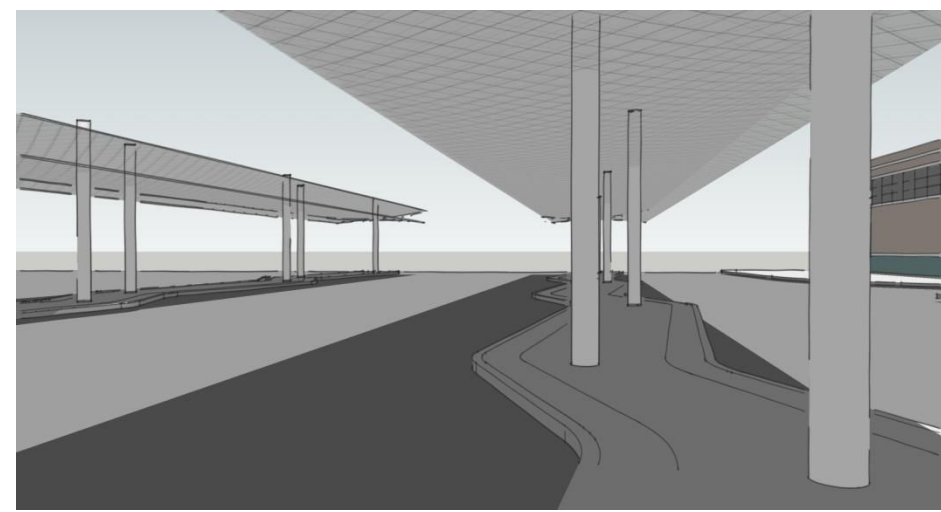
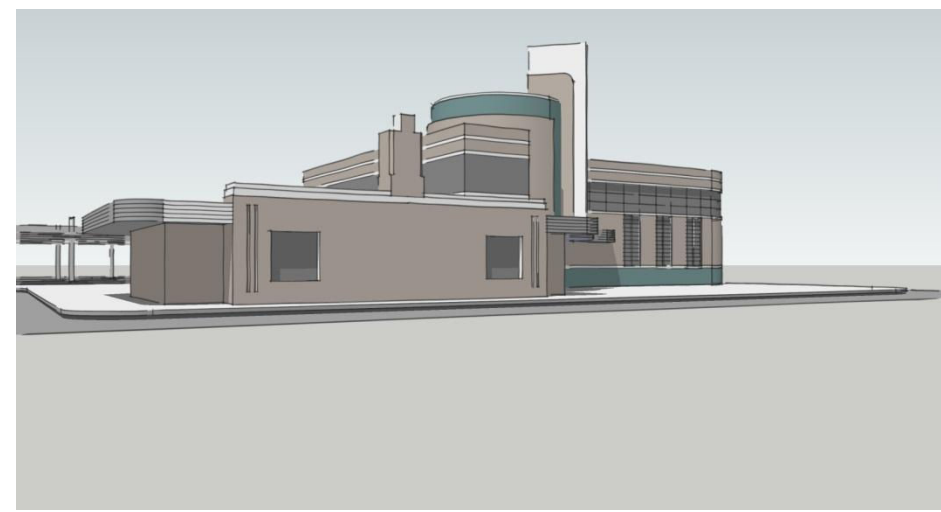
- NOT CURRENTLY CITY OWNED
- NO SURROUNDING AREA TO EXPAND
- PRIME REDEVELOPMENT SITE
- TIRE STORAGE ON SITE - POTENTIAL CLEANUP?
- CIRCULATION ON-SITE AWKWARD
- LEFT TURNS ONTO AND OFF OF SITE FOR BUSES

# Architectural Concepts

# Site 5 Conceptual Rendering



# Site 7 Conceptual Rendering

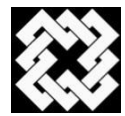




# Examples of Transportation Centers in Other Communities

# Transportation Centers

Asheville, NC  
Architect: MMPA, Wendel  
Modes: Intercity Bus, Taxi, Rail



# Transportation Centers

Spartanburg, SC  
Architect: MMPA, Wendel  
Modes: Intracity Bus, Bike, Taxi



# Transportation Centers

Concord, NC  
Architect: MMPA, Wendel  
Modes: Intercity Bus, Taxi, Bike



# Transportation Centers

Burlington, NC  
Architect: MMPA  
Modes: Rail, Taxi, Bike

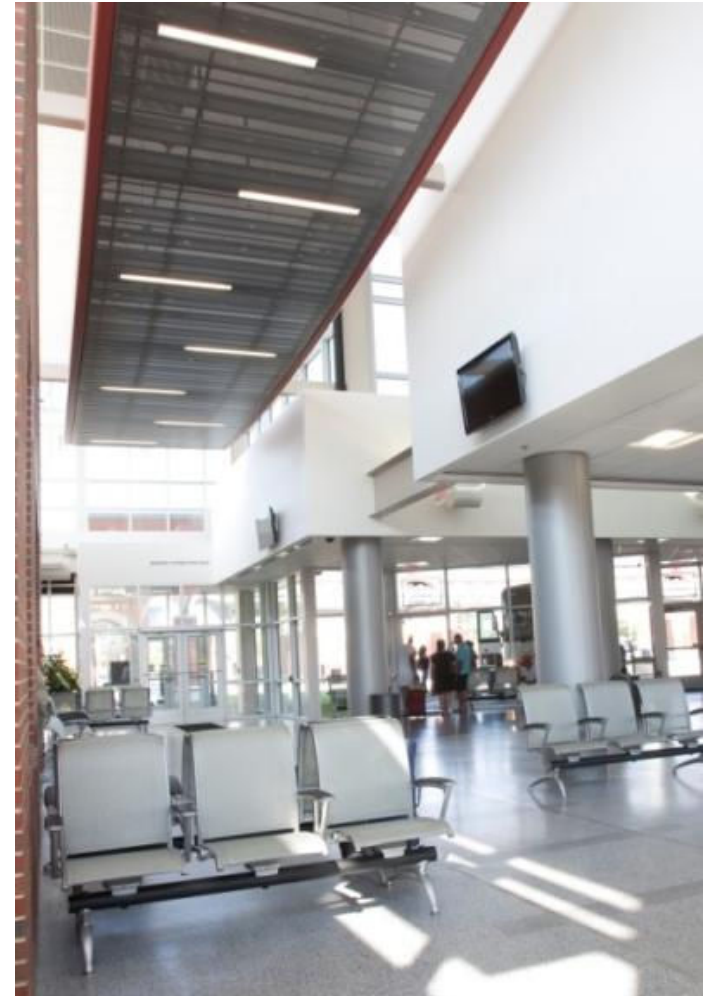


# Transportation Centers

Petersburg, VA

Architect: Wendel

Modes: Intercity Bus, Intracity Bus, Taxi



# Transportation Centers

Fredericksburg, VA

Architect: Wendel

Modes: Intercity Bus, Intracity Bus



# Transportation Centers

Savannah, GA

Architect: Wendel

Modes: Intercity Bus, Intracity Bus, Taxi, Bike Storage, Bike Share





# Transportation Centers

Binghamton, NY

Architect: Wendel

Modes: Intracity Bus, Intercity Bus, Taxi

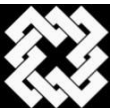


# Transportation Centers

Racine, WI

Architect: Wendel

Modes: Intracity Bus, Taxi, Kiss-n-ride, Bike



# Transportation Centers

Kalamazoo, MI  
Wendel

Modes: Intercity Bus, Intracity Bus, Taxi, Passenger Rail, Bike



# Transportation Centers

Lynchburg, VA

Wendel

Modes: Intracity Bus, Taxi, Commuter Rail, Bike

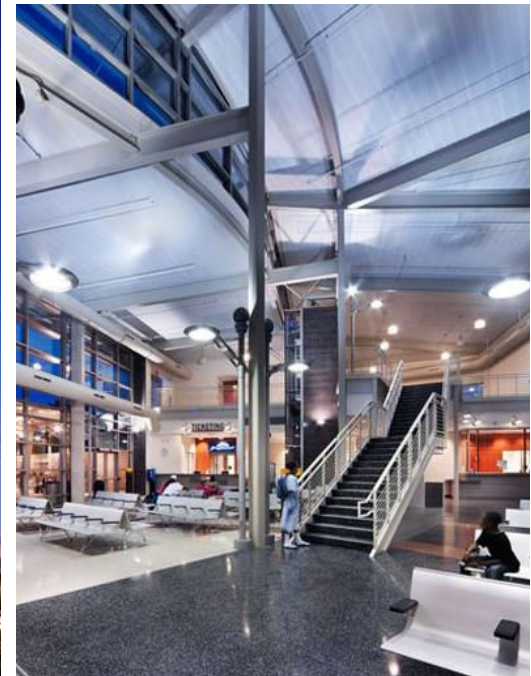


# Transportation Centers

Worcester Intermodal- WRTA  
Architect: Wendel



Durham Station Transportation Center-  
Durham, NC  
Architect: The Freelon Group



Grand River Station- LSA  
Architect: Rolansky Architecture



Music City Central  
Nashville, TN  
Architect: EOA Architects





Queen Street Station- RRTA  
Architect: BDP



Tempe Transportation Center- Tempe,  
AZ  
Architect: **Architekton**



Southwest Station  
Eden Prairie, MN  
Architect: not known



# **Greenville Intermodal Center Summary of Survey Results and Open House**

## **Introduction**

To gauge the interest and opinions of the public about existing bus service and the proposed development of a Greenville Transportation and Activity Center (GTAC), several public involvement activities were conducted. These included a survey, "sidewalk" interviews and Public Workshop. The following provides more detailed information on each activity.

## **Survey**

To initiate the survey, meetings were held with the project's Stakeholder and Technical committee members to discuss the contents of the survey, as well as the type of information needed to guide the project. It was decided that two surveys would be developed, one for Greenville Area Transit (GREAT) and another for East Carolina Transit.

The purpose of the survey was to obtain information on why people do/do not ride the bus, as well as gauge their support/non-support of the proposed GTAC. The survey was developed in conjunction with a Fact Sheet that described the GTAC, the services provided and visuals of other Transportation Centers. The Fact Sheet provided enough information for people to answer the survey. A copy of the Fact Sheet is provided in **Appendix A** (both English and Spanish versions). GREAT and ECU surveys included nine questions, as shown in **Appendix B**.

The survey was for administered via Survey Monkey and placed on the City's website and Facebook page, as well as distributed to the following venues for distribution among members, employees and associates.

- Uptown Greenville
- Greenville Visitors & Convention Bureau
- Chamber of Commerce
- Greenville Area Transit (GREAT)
- Pitt Area Transit Service (PATS)
- Greenville Urban Area Metropolitan Planning Organization (GUAMPO)
- Bicycle and Pedestrian Commission
- Vidant
- Libraries – Sheppard Memorial, ...
- Pitt County
- Pitt Coalition Against Racism
- AMEXCAN
- Board of Realtors

The fact sheet and survey were also translated into Spanish and provided to AMEXCAN for distribution (hard copies only), with a deadline to complete the survey by October 12, 2012. No completed surveys were submitted. Those responding to the English version of the

survey were given a deadline of October 5, 2012 to complete the survey.

As shown, approximately 30% ride the GREAT bus, while 65% do not currently ride the bus and 5% were not aware of bus service. Of those who ride the bus, most ride between 4+ times/week, followed by 1-2 times/week. The most common reasons cited for riding the bus included not owning/driving a car and its cheaper to ride the bus, while the most common purposes were for work, school and shopping, respectively. In regards to the GTAC, nearly 80% supported such a facility, preferring services such as well-lit interior/exterior waiting areas, police offices and central ticket counter. All survey results are provided in **Appendix C**.

The ECU transit survey, which was centered towards the students, was provided to the agency; however, due to a heavy workload, ECU will have to administer this at a later date.

### **Rider and Non-Rider Interviews**

In addition to the surveys, one-on-one interviews were conducted along the Evans Street bus stops with both riders and non-riders. The five questions asked were more simplified, asking whether they rode the GREAT bus and why, and if they would support a GTAC. Most of those who responded rode the bus 1-2 times/week, or did not ride the bus. For those who rode the bus, the most common reasons were no car available and don't have to park; purposes of trip were social, school and work. More than 80% also supported a GTAC, with Police Offices, vending/food and a central ticket office as most appealing services. The summary of responses is presented in **Appendix D**.

### **Public Open House – October 2, 2012**

To gather the community together in an effort to present the GTAC and engage them in discussion, an open house was held at Sheppard Memorial Library on October 2, 2012 from 3:00 – 7:00 PM. An invitation and press release (**see Appendix E**) were prepared and provided to the City and committee members for distribution. The City also sent the press release to the media and other organizations/agencies and interested parties in the area, as well as noticed the Open House on the City's website. The objectives of the open house were the following:

- Educate the public on the value of this type of project for Greenville;
- Gather input from the public on the functions/amenities within and the architectural character of the building;
- Educate the public on the economic development opportunities to determine whether they consider this beneficial to the City's future growth;
- Get participants excited about the project and ask them to come up with a name for the project; and
- Ask people which site they prefer of the three sites being considered.

A total of 67 people attended and participated in the workshop. The format of the open house was informal, with three "stations" set up within the room. The first station was the "Naming Station", where participants were asked to name the project. Examples of names included Transportation Village, The Hub, Transportation Activity Center, Transportation Station, Bus Depot and The Depot.

The second station showed various site plans of the three sites for the proposed Intermodal Center, which were labeled as Sites 5, 6 and 7. This station also identified the various environmental issues (pros and cons) with each site. Staff was available to talk one-on-one with participants about the proposed sites, access in/out of the site, location of bus bays and facility, etc. participants were also asked to place a dot on their preferred site. The favorites were sites 5 and 7, almost evenly split.

The third station showed pictures of various architectural treatments where participants were asked to place a dot by a design feature(s) that they preferred. Participants preferred a design that was sustainable, landscaped, a combination of art deco and traditional, and one that provided open and well-lit areas. Photos showing some of the more popular preferences are shown in **Appendix F**.

### **Summary**

Based on the results and information gathered as part of the public involvement activities, the majority of those who were engaged in the project are supportive of an Intermodal Center in downtown Greenville. Most preferred Sites 5 and 7, as well as design that was sustainable, landscaped, a combination of art deco and traditional, and one that provided open and well-lit areas. The two sites will be submitted to City Council in December 2012, at which time council members will either select one of the sites to advance, or direct City of Greenville staff on further action.

## **APPENDIX A – FACT SHEETS**

# Transportation and Activity Center

City of Greenville

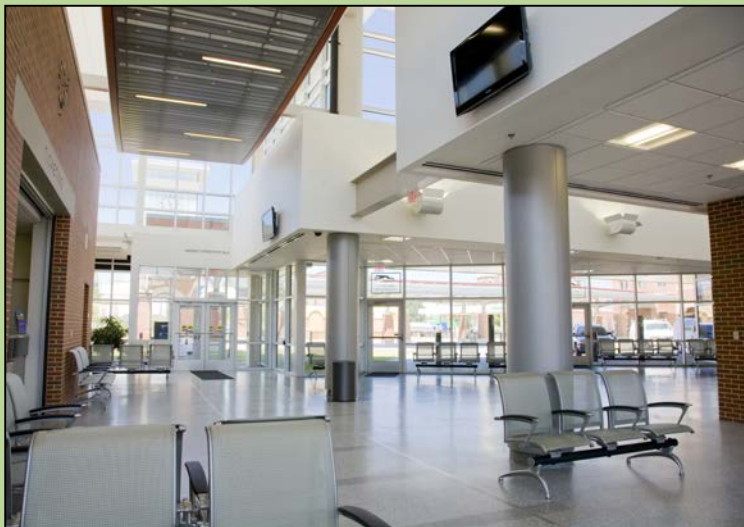
The City of Greenville is looking for potential sites to build the Greenville Transportation and Activity Center (GTAC) in the downtown area. The GTAC would be a central place where all local and regional transportation services are located. For our city, this would include GREAT (City), Pitt Area Transit (PATS) and ECU Transit buses, Amtrak Connector and Greyhound buses, taxis, airport, medical and/or hotel shuttles and even future rail. Below are some quick facts and photos that will give you an idea of the benefits of developing such a facility, what it could look like and other amenities and services that it would provide.

## Benefits of the GTAC

- Will provide a central location for all transportation services
- Will provide a covered transfer facility with sufficient seating, restrooms and more
- Will give people a “choice” of transportation options to fit their needs
- Will accommodate the needs of our growing population over the next 20-30 years [150,000-170,000 in City; 40,000 ECU community]

## What Would It Look Like?

- Sustainable, state-of-the-art building that is designed within historic context of area
- Bus bays for all local and regional buses
- Sufficient space for taxi stands, hotel and medical shuttles, airport shuttle
- Well-lit interior and exterior waiting areas



Spacious and well-lit waiting area  
Petersburg, VA

## Do You Know...

...that the annual number of *bus rides* for each bus system is:

◆ GREAT	543,000
◆ PATS	52,000
◆ ECU Transit	2,500,000
<b>TOTAL</b>	<b>3,095,000</b>

Source: Each agency provided figures,  
March 2012



## Types of Services and Amenities

- Restroom facilities
- City's Development Services Office
- Potential for nearby restaurants, retail shops, bank and other services
- Community Meeting Room
- Satellite offices for police
- Ticket counter for all types of passes
- Vending and food services
- Visitors Information kiosk



**Well-lit at night time  
Kalamazoo, MI**



**Visible activity  
Durham, NC**

**Modern and beautifully landscaped  
Lansing, MI**



**Mixed-uses in building; development near Center  
La Crosse, WI**



**Similar size building as GTAC  
Spartanburg, SC**



# Centro de Transporte y Actividad de la Ciudad de Greenville

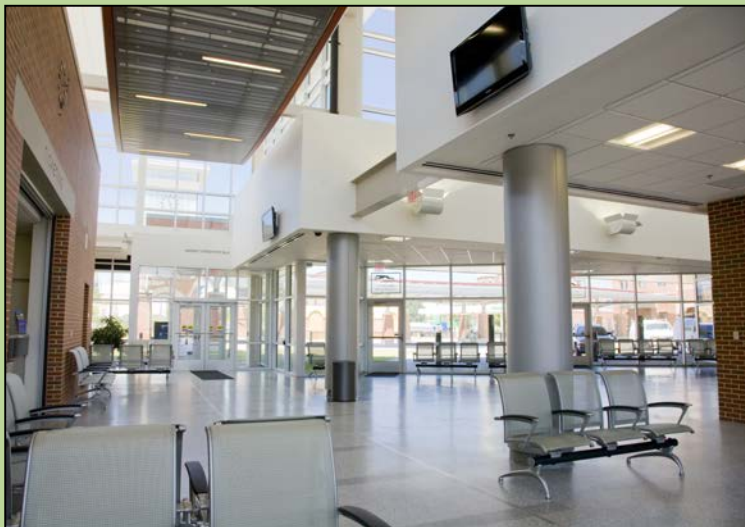
La ciudad de Greenville está buscando sitios posibles para construir el Centro de Transporte y Actividad (CTAG) en el centro de la ciudad. El (CTAG) sería un lugar central donde todos los servicios locales y regionales de transporte están ubicados. Para nuestra ciudad, esto incluiría GREAT(ciudad), tránsito de área Pitt (PATS) y ECU autobuses de tránsito. Conector con Amtrak y los autobuses de Greyhound, los taxis, el aeropuerto, traslado de hotel y/o al médico, e incluso una futuro tren. Aquí están algunos hechos y las fotos que darán una idea de los beneficios de desarrollar tal facilidad, como se vería y otros servicios que proporcionaría.

## Beneficios del CTAG

- Proveerá una ubicación central para todos los servicios de transportación
- Proporcionará un lugar cubierto con suficientes asientos, baños y más
- Dará a la gente diferente tipo de opciones de trasportación que sirvan con sus necesidades
- Serviría las necesidades de nuestra creciente población durante los próximos 20-30 años [150.000-170.000 en la Ciudad; 40.00 en la comunidad ECU]

## Como se seria?

- Moderno edificio sostenible con un diseño dentro del contexto histórico
- Estacionamiento para todos los autobuses locales y regionales
- Suficiente espacio para paradas de taxis, transporte para hoteles y aeropuertos
- Suficiente iluminación interior y exterior y en zonas de espera



Espacioso y áreas de espera muy bien iluminadas  
Petersburg, VA

## Sabía usted...

...Que el número anual de viajes en autobús para cada sistema de autobuses es:

◆ GREAT	543,000
◆ PATS	52,000
◆ ECU Transit	2,500,000

---

<b>TOTAL</b>	<b>3,095,000</b>
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Fuente: Cada agencia siempre cifras, 2012 Marzo

## Tipos de Servicios

- Baños
- Oficina de servicio de desarrollo de la ciudad
- Potencial para restaurantes cercanos, tiendas de venta al por menor, Bancos y otros servicios
- Salón de reuniones para la comunidad
- Las oficinas del satélite para la policía
- Boletería para todo tipo de boletos
- Tiendas y venta de comida
- Kiosco para información de viajeros



Noche bien iluminada  
Kalamazoo, MI



Actividad visible  
Durham, NC

Mezcla de usos en el edificio;  
Desarrollo cerca del centro  
La Crosse, WI



Hermosa arquitectura moderna  
Lansing, MI



El edificio semejante del tamaño a CTAG  
Spartanburg, SC



## **APPENDIX 6 – SI FJ 9MG**

**PLEASE FILL OUT THE ATTACHED SURVEY REGARDING A  
TRANSPORTATION AND ACTIVITY CENTER IN DOWNTOWN  
GREENVILLE**

**PLEASE COMPLETE AND RETURN SURVEY BY OCTOBER 5, 2012**

1. Do you ride the GREAT bus?

a.  YES

b.  NO, and why? \_\_\_\_\_

c.  I did not realize the City provided bus service.

If you answered yes, please go to **Question 2**.

If you answered b. or c., please go to **Question 7**.

2. How often do you ride the bus?

a.  1-2 times/week

b.  3-4 times/week

c.  More than 4 times/week

3. Why do you ride the bus?

a.  I do not own/drive a car

b.  I do not always have a car available

c.  It is cheaper to ride the bus

d.  It is just as convenient to ride the bus

e.  Other, please explain \_\_\_\_\_

4. For what purpose do you ride the bus most often?

a.  Work

b.  School

c.  Grocery or other shopping

d.  Medical appointments

e.  Social Activities or visits

f.  Other, please explain \_\_\_\_\_

5. Do you transfer from one bus to another?

a.  Yes

b.  No

6. Is English your first language?

a.  Yes

b.  No, my first language is \_\_\_\_\_

7. After reading the attached information on the Greenville Transportation and Activity Center, and seeing photos of what it could look like, how supportive are you of such a facility in downtown?

a.  Very supportive

- b.  Somewhat supportive  
c.  Not supportive, and why? \_\_\_\_\_
- 

If you answered a or b, what 3 services do you like the best (check all three that apply)?

- Vending and food services  
 Visitors Information Kiosk  
 Community meeting room  
 Central ticket counter  
 Police offices  
 Well-lit interior and exterior waiting areas  
 Sustainable building  
 Other, please explain \_\_\_\_\_
- 

## PLEASE CONTINUE TO QUESTIONS 8 & 9.



**FOR THOSE WHO ANSWERED, "YES" TO QUESTION 1,  
PLEASE STOP HERE.**

8. Would you ride the GREAT bus if...(check all that apply)

- a.  ...the route/stop was closer to your home?  
b.  ...you could transfer from one bus to another very easily?  
c.  ...buses ran more often than once per hour?  
d.  ...free wi-fi was provided?  
e.  ...it expanded its service to more destinations?  
f.  ...you could ride your bike to the Center, safely store it and then take bus?  
g.  ...there were more covered shelters, benches and accessible sidewalks?  
h.  ...the City provided travel training (i.e., how to read schedule & ride the bus)?  
i. Any other reason, please explain \_\_\_\_\_
- 

9. Did you know that the GREAT buses have the following:

Bike racks, updated and comfortable interiors, surveillance cameras, sustainable and environmentally friendly vehicles, audio and video announcements (for visually and hearing impaired).

- a.  Yes  
b.  No

# COMPLETE Y ENTREGUE ESTA ENCUESTA ACERCA DEL CENTRO DE TRANSPORTE Y ACTIVIDAD EN LA CIUDAD DE GREENVILLE

Fecha de entrega de la encuesta el 12 de Octubre del 2012

1. Ha viajado en el autobús GREAT?
  - a.  Si
  - b.  NO, y porque?
  - c.  No me di cuenta que la ciudad proporcionara servicio de autobuses. Si contestó SI, vaya por favor a la **Pregunta 2**.  
Si contesto b. o c., vaya por favor a la **Pregunta 7**.
  
2. Con qué frecuencia viaja en el autobús?
  - a.  1-2 veces/semana
  - b.  3-4 veces/semana
  - c.  Más de 4 veces /semana
  
3. Porque utiliza el autobús?
  - a.  No poseo carro/no manejo carro
  - b.  No siempre tengo carro disponible
  - c.  Es más económico viajar en el autobús
  - d.  Es igual de conveniente que viajar en autobús
  - e.  Otro, explique por favor
  
4. Con que propósito viaja a menudo en el autobús?
  - a.  Trabajo
  - b.  Escuela
  - c.  Tiendas de comestibles u otras compras
  - d.  Citas medicas
  - e.  Las actividades sociales o visitas
  - f.  Otros, explique por favor
  
5. Se transporta de un autobús a otro?
  - a.  Si
  - b.  No
  
6. Es el Ingles su primer idioma?
  - a.  Si
  - b.  No, mi primer idioma es
  
7. Después de leer la información adjunta sobre el Centro de Transporte y Actividad de Greenville, y de ver las fotos de lo que podría llegar a convertirse, como usted se siente en cuanto a esta facilidad en el centro de la ciudad.
  - a.  Muy de acuerdo

- b.  poco de acuerdo
- c.  No estoy de acuerdo, y porque?

Si contestó a o b, cuál de estos 3 servicios le gusta más (marque los tres que aplican)?

- Venta de comida y tiendas
- Kiosco de información para los Viajeros
- Salón de reuniones para la Comunidad
- Boletería central
- Oficinas para la Policía
- Buena iluminación en el interior, exterior y en las áreas de espera
- Edificio sostenible
- Otro, explique por favor

## **POR FAVOR CONTINUE CON LAS PREGUNTAS 8 & 9.**

### **PARA AQUELLOS QUE CONTESTARON, "SI" A LA PREGUNTA 1, DETENGASE AQUI POR FAVOR.**

8. Viajaría en el autobús GREAT si... (Marque el que aplica)

- a.  ...La ruta/paradas más cercanas a su domicilio?
- b.  ...poder transferirse de un autobús a otro con mucha facilidad?
- c.  ...los autobuses que pasan a menudo más de una vez por hora?
- d.  ...Gratis wi-fi ?
- e.  ...expandir los servicio a más destinos?
- f.  ...poder ir en bicicleta al Centro, y almacenarla sin peligro y luego tomar el autobús?
- g.  ...habría más lugares cubiertos, con bancos y aceras accesibles?
- h.  ...la Ciudad proporciona instrucciones de viaje (como leer los horarios & viajar en el autobús)?
- i.  Alguna otra razón, explique por favor

9. Sabía que GREAT autobuses tienen lo siguiente:

Portabicicletas, interiores actualizados y cómodos, cámaras de vigilancia, vehículos ambientalmente amistosos, anuncios en audio y video (para personas con problemas visuales y aditivos).

- a.  Si
- b.  No



**PLEASE FILL OUT THE ATTACHED SURVEY REGARDING A  
TRANSPORTATION AND ACTIVITY CENTER IN DOWNTOWN  
GREENVILLE**

**PLEASE COMPLETE AND RETURN SURVEY BY OCTOBER 5, 2012**

1. Do you ride the ECU Transit bus?

a.  YES

b.  NO

If you answered yes, please go to **Question 2**.

If you answered no, please provide a brief reason below and go to **Question 3**.

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2. How often do you ride the bus?

a.  1-2 times/week

b.  3-4 times/week

c.  More than 4 times/week

3. After reading the attached information on the Greenville Transportation and Activity Center, and seeing photos of what it could look like, how supportive are you of such a facility in downtown?

a.  Very supportive

b.  Somewhat supportive

c.  Not supportive, and why?

---

---

If you answered yes, what 3 services do you like the best (check all three that apply)?

Vending and food services

Visitors Information Kiosk

Community meeting room

Central ticket counter

Police offices

Well-lit interior and exterior waiting areas

Sustainable building

Other, please explain

---

---

4. Do you ride the GREAT (City) bus?

- a.  Yes
- b.  No

If you answered yes, please go to **Question 6.**

If you answered no, please provide a brief reason below and continue to **Questions 5 and 6.**

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5. Would you ride the GREAT bus if...(check all that apply)

- a.  ...the route/stop was closer to your home?
- b.  ...you could transfer from one bus to another very easily?
- c.  ...buses ran more often than once per hour?
- d.  ...free wi-fi was provided?
- e.  ...it expanded its service to more destinations?
- f.  ...you could ride your bike to the Center, safely store it and then take bus?
- g.  ...there were more covered shelters, benches and accessible sidewalks?
- h.  ...the City provided travel training (i.e., how to read schedule & ride the bus)?
- i. Any other reason, please explain \_\_\_\_\_

---

6. If you could easily transfer from the ECU Transit bus to another and use the services within the Greenville Transportation and Activity Center, would that encourage you to ride the GREAT bus?

- a.  Yes
- b.  No

If you answered no, why? \_\_\_\_\_

---

**APPENDIX 7 – SI FJ 9MF 9G @HG**

## SURVEY REPOSSES REGARDING A TRANSPORTATION & ACTIVITY CENTER IN DOWNTOWN GREENVILLE SUMMARY



1. Do you ride the GREAT bus?

DO YOU RIDE THE GREAT BUS?		
Answers	Responses	Percentages
Yes	82	30%
No	175	65%
Didn't realize bus	12	5%
<b>Totals</b>	<b>269</b>	<b>100%</b>

2. How often do you ride the bus?

HOW OFTEN DO YOU RIDE THE BUS?		
Answers	Responses	Percentages
1-2 times/week	24	20%
3-4 times/week	21	18%
4+ times/week	37	31%
Does not ride	36	31%
<b>Totals</b>	<b>118</b>	<b>100%</b>

3. Why do you ride the bus? *These responses primarily answered by participants that stated in question 1 that they rode the bus.*

WHY DO YOU RIDE THE BUS?		
Answers	Responses	Percentages
I do not own/drive a car	46	50%
I do not always have a car available	10	11%
It is cheaper to ride the bus	19	21%
It is just as convenient to ride the bus	10	11%
Other	7	7%
<b>Totals</b>	<b>92</b>	<b>100%</b>

4. For what purpose do you ride the bus most often? *Some participants responded with multiple responses.*

PURPOSE DO YOU RIDE MOST OFTEN?		
Answers	Responses	Percentages
Work	34	25%
School	29	22%
Grocery/Shopping	22	16%
Medical appointments	20	15%
Social activities/visit	14	11%
Other	14	11%
<b>Totals</b>	<b>133</b>	<b>100%</b>



5. Do you transfer from one bus to another?

DO YOU TRANSFER FROM ONE BUS TO ANOTHER?		
Answers	Responses	Percentages
Yes	73	87%
No	11	13%
<b>Totals</b>	<b>84</b>	<b>100%</b>

6. WRITTEN SURVEY ONLY: Is English your first language? *There was one participant that stated Spanish was their first language. The no responses could be English is the participants first language, but there is no written data to support that.*

IS ENGLISH YOUR FIRST LANGUAGE?		
Answers	Responses	Percentages
Yes	64	99%
No	1	1%
<b>Totals</b>	<b>65</b>	<b>100%</b>

7. After reading the attached information on the Greenville Transportation and Activity Center, and seeing photos of what it could look like, how supportive are you of such a facility in downtown?

HOW SUPPORTIVE OF A FACILITY?		
Answers	Responses	Percentages
Very supportive	207	79%
Somewhat supportive	38	15%
Not supportive	16	6%
<b>Totals</b>	<b>261</b>	<b>100%</b>

If you answered “very supportive” or “somewhat supportive”, what 3 services do you like best? *The participants were allowed to give more than one response.*

WHAT 3 SERVICES YOU LIKE BEST		
Answers	Responses	Percentages
Vending & food services	101	12%
Visitors Info Kiosk	109	13%
Community meeting room	55	7%
Central ticket counter	118	15%
Police offices	120	15%
Well-lit in/ext. waiting area	173	21%
Sustainable building	104	13%
Other	28	3%
<b>Totals</b>	<b>808</b>	<b>100%</b>



8. Would you ride the GREAT bus if...?

WOULD YOU RIDE THE GREAT BUS IF?		
Answers	Responses	Percentages
Route/stop was closer to home	70	15%
You could transfer easily	53	11%
Buses ran more than once per hour	108	23%
Free wi-fi was provided	37	8%
It expanded service to more destinations	77	16%
You could ride your bike to the center	35	7%
There were more covered shelters	50	10%
The city provided travel training	21	4%
Any other reason	30	6%
<b>Totals</b>	<b>481</b>	<b>100%</b>

9. Did you know that the GREAT buses have the following: Bike racks, updated and comfortable interiors, surveillance cameras, sustainable and environmentally friendly vehicles, audio and video announcements (for visually and hearing impaired)? *These responses were not specific in which services participants knew GREAT buses provided, only that the services and/or amenities were provided.*

DID YOU KNOW GREAT BUSES HAD?		
Answers	Responses	Percentages
Yes	113	58%
No	81	42%
<b>Totals</b>	<b>194</b>	<b>100%</b>

**APPENDIX 8 – =BH9F J =9K 'F 9G @HS**

Transit Stop Rider Survey – for City of Greenville Transportation Center  
Summary of Interview Questions  
(in order of most popular response)

1. How often do you ride?
  - 1-2 time/wk
  - never
  - 3-4 times/wk
  
2. Why do you ride the bus?
  - No car available
  - Don't have to park
  - Don't own a car
  
3. For what purpose do you ride the bus most often?
  - Social
  - School
  - Work
  
4. If the city built a transportation center, would you be supportive of the facility downtown?
  - Very supportive (more than 80%)
  - Somewhat supportive
  
5. What services are most appealing to you?
  - Police offices
  - Vending/food
  - Central ticket office & Visitors Kiosk
  - Well-lit areas and Community Meeting Room



**APPENDIX E – INVITATION AND PRESS  
RELEASE**

# Please join the City of Greenville at a



**COMMUNITY OPEN HOUSE • OCTOBER 2, 2012**  
**3:00 – 7:00 PM • Sheppard Memorial Library**  
**530 S. Evans Street**

Join the City of Greenville at an Open House and give us your feedback about the proposed **Greenville Transportation and Activity Center** in downtown. The "GTAC" would be a central place where all local and regional transportation services are located, including our local and regional bus systems (GREAT, ECU Transit, PATS, Greyhound, Amtrak Connector), shuttles and taxis. The City has several maps and visuals on the project that they would like to share with you and hear your thoughts on the project.

**NAMING CONTEST!!** We need your help in coming up with a new name for the project. Think outside the box, we want this to be a gathering place for everyone and a community project.

Please drop in **at any time** during the 4-hour period to view maps of the 3 sites, look at photos of other Centers and talk with City staff and Project Team members.

**For more information contact:**

**Thom Moton**  
**City of Greenville**  
**252.329.4432**  
[tmoton@greenvillenc.gov](mailto:tmoton@greenvillenc.gov)





# News Release

## *City of Greenville, NC*

**DATE:** *September 25, 2012*  
**SUBJECT:** *Community Open House For Transportation Center*  
**CONTACT:** *Assistant City Manager Thomas Moton, 329-4432*

People who want to have a voice in the future of Greenville and Pitt County's transportation options are invited to join us at a Community Open House on Tuesday, October 2 from 3:00 – 7:00 p.m. at Sheppard Memorial Library in downtown Greenville. City of Greenville transportation planners have identified three sites in the city's uptown district to build the proposed Greenville Transportation and Activity Center (GTAC). The GTAC would be a centrally located transfer facility where all local and regional transportation services could connect.

The Greenville Area Transit system (GREAT bus system), Pitt Area Transit (PATS), ECU Transit, and Greyhound buses would be located there along with taxis and the new Amtrak Connector. Airport, medical, and hotel shuttles could be located there with future rail service also a possibility.

The Center would provide a covered transfer facility with seating, restrooms and more, giving people a choice of transportation options to fit their needs and meet the needs of our growing population for the next 20-30 years. It could also become an anchor for economic revitalization as it has been in other communities such as Greensboro and Durham, NC and Spartanburg, SC.

We encourage your participation and even invite you to "Name the GTAC". We want you to help the City come up with a different name for the Center, so we'd like to hear your ideas!

For more information, please contact Thom Moton at 329-4432 or [tmoton@greenvillenc.gov](mailto:tmoton@greenvillenc.gov).

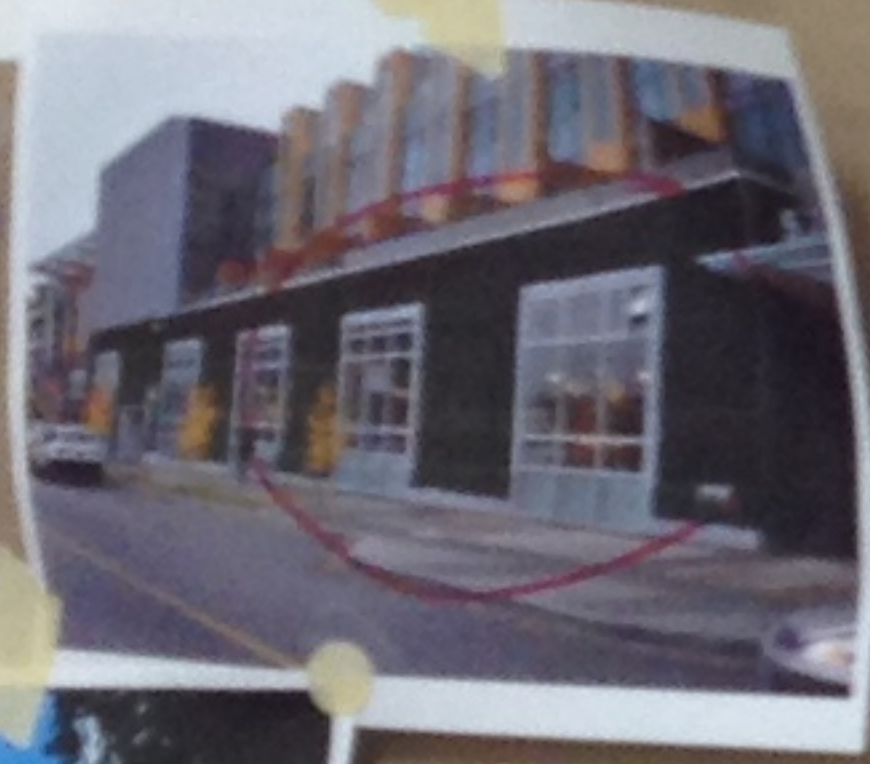
### COG ###

**APPENDIX : – DF 9: 9F F 98`89G=, BG**

INVITING

WELCOMING

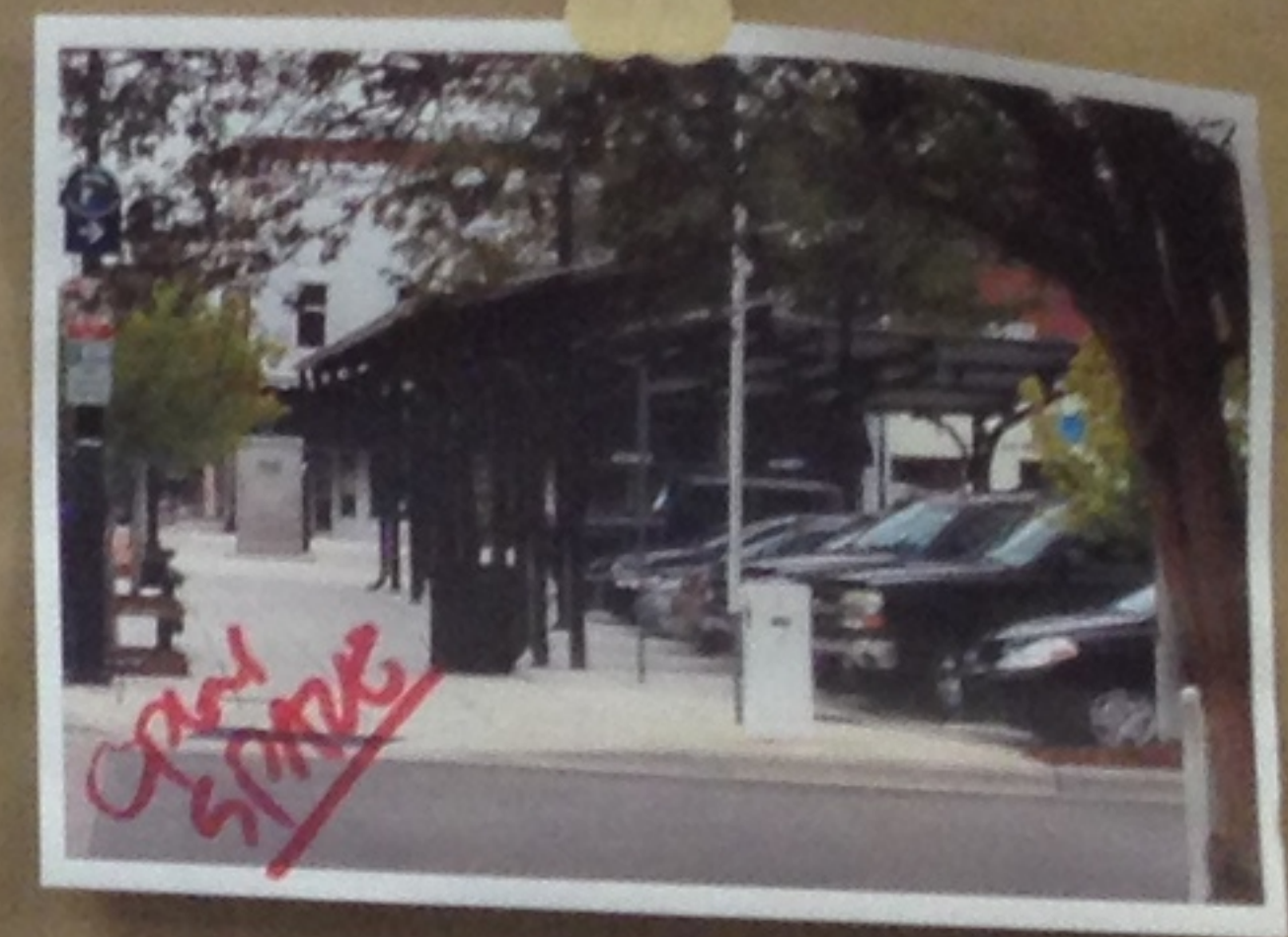
WARM



SECURE  
SAFE

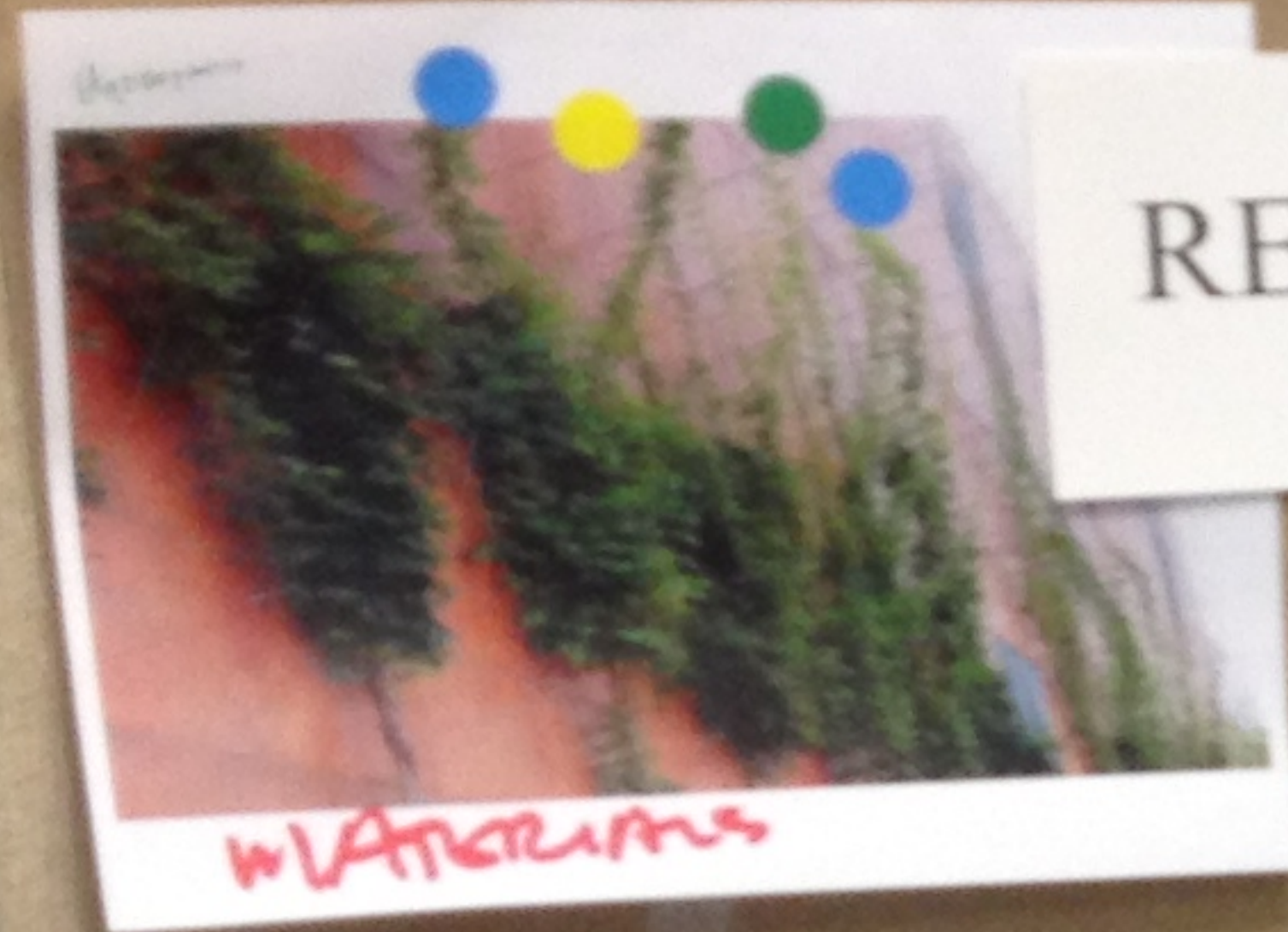


COMMUNITY  
INTEGRATED





SUSTAINABLE



RESPONSIBLE



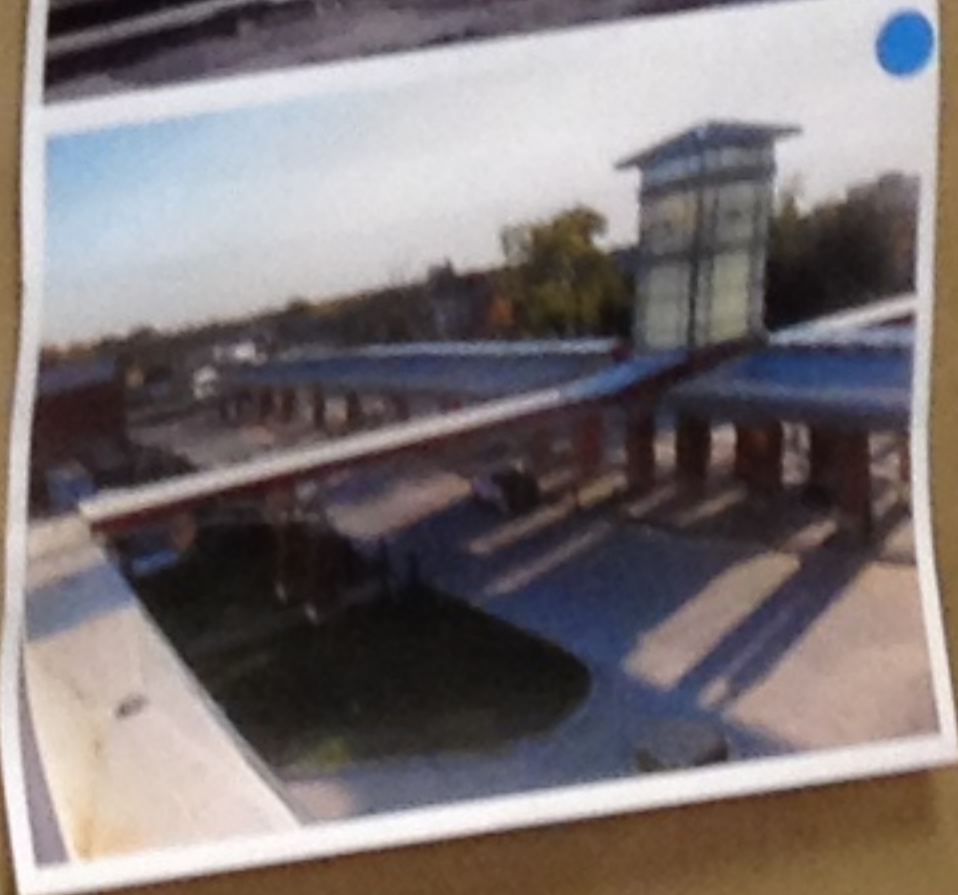
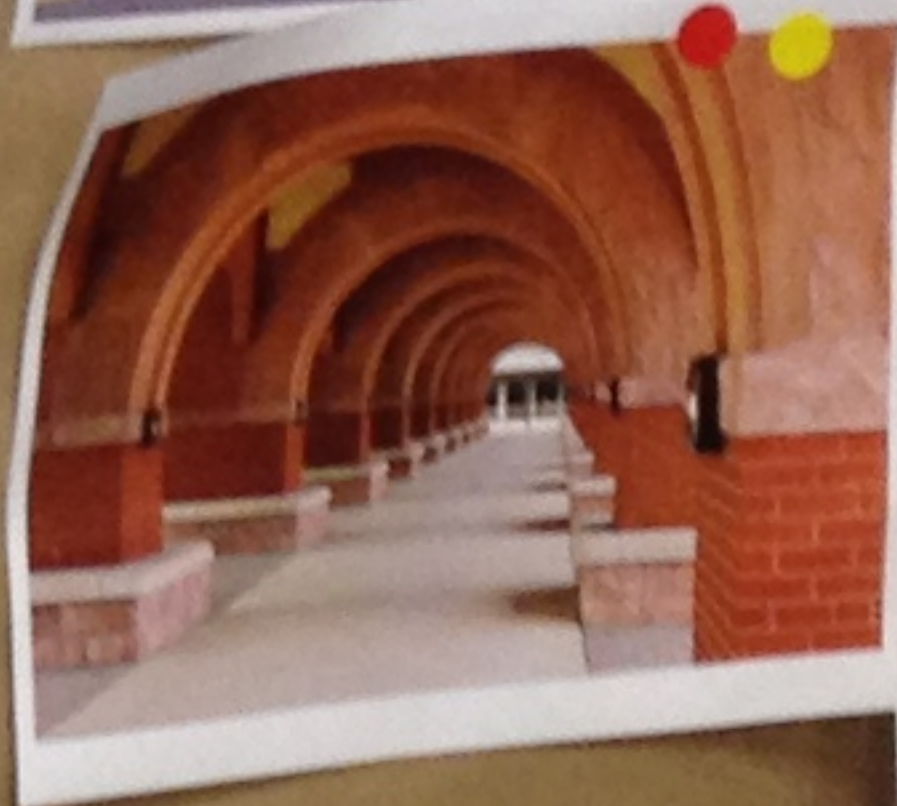
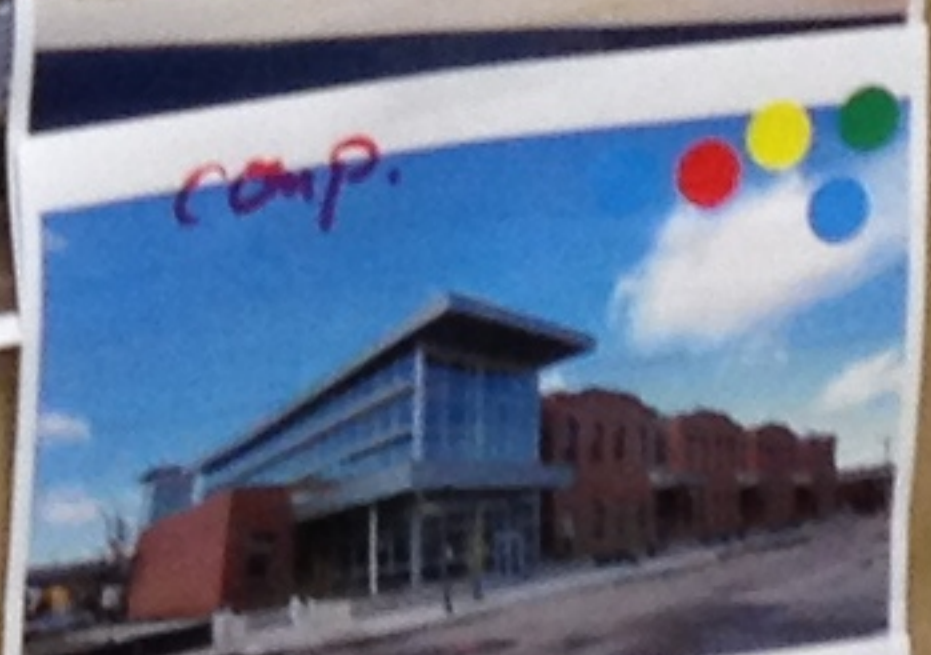
MODERN streamlined

COMPLEMENTARY TRANSFORMATION

IMAGINATIVE

FLEXIBLE

STATEMENT





# City of Greenville, North Carolina

Meeting Date:  
12/10/2012  
Time: 6:00 PM

**Title of Item:** Report on uptown parking deck feasibility

**Explanation:** **Abstract:** Review of opportunities for construction of a parking deck in Greenville's Uptown Commercial District was identified as a goal by the City Council for the current year. Based on cost estimates and revenue projections for a 256-space parking deck, staff is of the opinion that the structure could be financed, constructed, and maintained with an annual additional budget impact of \$29,232.

**Explanation:** Review of opportunities for construction of a parking deck in Greenville's Uptown Commercial District was identified as a goal by the City Council for the current year. As requested by the Greenville City Council and Redevelopment Commission, the attached report provides detailed information regarding the feasibility of constructing a 256-space parking deck on a City-owned parking lot located at the corner of Fourth and Cotanche Streets.

**Fiscal Note:** Staff estimates the cost for construction of a parking deck at approximately \$3,810,400. The City currently has reserves earmarked for construction of a parking deck in the amount of \$1,779,565, thus creating the need to borrow an additional amount of \$2,364,191 in order to construct the parking deck. This figure includes interest and other fees associated with the debt issuance. Based on revenue projections for the parking deck, staff is of the opinion that the parking deck could be financed, constructed, and maintained with an annual additional budget impact of \$29,232.

**Recommendation:** City Council authorize a competitive procurement process for construction of a parking deck that will result in an alignment of the construction processes for the public/private office project at 423 Evans Street and the proposed parking deck that is immediately behind that site.

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

Attachments / click to download

 [Parking Deck](#)

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GREENVILLE, NC



ECONOMIC  
DEVELOPMENT

MEMO

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To: Barbara Lipscomb, City Manager  
From: Carl Rees, Economic Development Manager  
Date: November 28, 2012  
SUBJECT: Uptown Parking Deck Feasibility Report

As requested by the Greenville City Council and Redevelopment Commission, this memorandum provides detailed information regarding the feasibility of constructing a parking deck in the City's Uptown Commercial District.

Background:

Review of opportunities for construction of a parking deck in Greenville's Uptown Commercial District was identified as a goal by the City Council for the current year. Based on this goal, City staff completed due diligence work on a total of six (6) potential sites, then delivered a report to City Council in August of 2012. The site research included evaluations of surrounding traffic patterns, density analysis of existing business activity, identification of issues that might impact development costs and rankings of the ability of a potential site location to influence new development. The report is attached and marked as "Appendix A".

Based on the findings in the report, City Council directed staff to further evaluate two (2) sites, a City-owned parking lot at the corner of Fourth and Cotanche Streets, as well as a property across the same intersection owned by East Carolina University (ECU). City Council gave preference to the City-owned site but directed staff to investigate the willingness of the administration at ECU to collaborate with the City on a parking deck on the ECU property. Based on discussions with several members of the ECU administration, it appears that the university is not interested in partnering on a parking deck at their Fourth and Cotanche Street property. University administration members did voice support however for the City's downtown revitalization efforts and noted that further conversations should not be ruled out about other collaborations in the Uptown District including for parking. With the understanding that the ECU site was not available, this review is entirely focused on the City-owned property at Fourth and Cotanche Streets.

Site Considerations:

The site is currently used as a municipal parking lot with a total parking capacity of 77 spaces. There is a common-use refuse facility in the central portion of the parking lot. The dimensions of the site are approximately 200 feet along Cotanche Street and 120 feet along Fourth Street. A survey of the property is included and marked as "Appendix B". The site is served by one-way south traffic on

Cotanche Street and two-way traffic along Fourth Street. Removal of nine (9) angled parking spaces along Cotanche Street will be required in order to appropriately site the parking deck. There are currently two (2) service alleys that border the parking lot, one on the back side of businesses fronting on Fifth Street and one on the back side of businesses fronting on Evans Street. Although design work for the parking deck has not been completed, it is expected that these two pedestrian access areas will be maintained and that an additional pedestrian access will be created that will tie the parking deck site to Evans Street.

There are two (2) municipal parking lots across Fourth Street from the proposed deck site. The Harris Lot has 32 spaces with a mix of lease and 2-Hour time limited parking while the Roses Lot has a total of 24, 2-Hour parking spaces. With construction of a parking deck across Fourth Street, it is recommended that both the Harris and Roses Lots be classified as entirely 2-Hour time limited parking with all lease spaces moved to the parking deck. The City may consider metering these parking lots in the future as parking demand increases in the Uptown District.

In order to assess the geological capacity of the site to host a heavy structure such as a parking deck, the local office of Terracon was engaged to complete soil borings and analysis that included encountered soil conditions, seismic site classification, design values for deep foundation systems and earthwork recommendations. The geotechnical analysis completed by Terracon indicates that the soil conditions at the site are not substantially different than most other sites in Greenville's Uptown Commercial District and thus foundation enhancements and/or a pier system will be required for a structure of the magnitude of a parking deck. A copy of the report from Terracon is included and marked as "Appendix C".

#### Construction Considerations:

There are two primary options for construction of parking decks which include poured in place and pre-cast. The first method is the oldest and is often used in sites with limited access as well as in sites where the parking deck is an integral part of a larger, complex construction project. Pre-cast parking decks are a great option for sites such as Fourth and Cotanche where there is adequate room for a crane to erect structural members and panels that have been transported to the site. Pre-cast construction is often a less expensive option and can match the durability of poured in place structures provided that routine maintenance tasks are completed by the owner. Pre cast decks can usually be erected much more quickly as all the pieces of the parking deck have been formed off-site in factory conditions and are transported to the construction site on a "just in time" basis.

For the Fourth and Cotanche street site, it appears that a four level parking deck could be erected that would provide vehicular access from both Fourth and Cotanche Streets. The height of such a structure would be approximately 36' feet above grade. This height would be similar to several adjacent buildings. A two-bay deck on this site would allow for approximately 64 parking spaces on each level with a total parking space yield of some 256 spaces. A model lay-out of a parking deck configured for the selected site is provided as "Appendix D". It is expected that the parking deck would include required handicap accessibility features, stair and elevator access, energy efficient lighting, emergency call stations and security cameras wired into the existing City of Greenville network. Although attended parking might not be offered initially, staff recommends that the parking deck be constructed in such a manner that an attendant booth could be added at a later date. A variety of exterior up-fit options can be considered during the design phase but it is expected that the exterior would be treated in such a manner that the parking deck is compatible with the surrounding structures. Based on consultations with a regional pre-cast parking deck construction firm it appears that a parking deck could be erected and finished within a six-month window.

## Construction Cost

Construction costs for parking structures can range from close to \$10,000 per space for a precast parking deck with no exterior architectural finish to close to \$20,000 for a poured in place parking deck with high end architectural features. Parking decks at the extreme low end of the range are typically those that are wrapped entirely by a primary structure. For the 256 space parking deck under consideration for the Fourth and Cotanche Street site, staff has secured preliminary estimates prepared by a regional contractor and pre-cast parking deck construction firm that place the cost at \$13,500 per parking space. This per space construction cost would equate to a total of \$3,464,000 for the finished four level parking structure. This preliminary estimate may be adjusted up or down based on the final design process to include variations in finish levels desired by the City. In order to provide a level of flexibility in the cost estimate as well as to account for any unknown variables that might emerge during the design process, a 10% contingency is recommended for the project resulting in a final construction estimate of \$3,810,400.

## Operating and Maintenance Cost

Industry estimates place operating costs in a range of \$250 to \$500 per space per year. Some factors that drive up operating costs include parking management that relies on human resources as well as environmental factors such as snow and ice removal and/or frequent cleaning related to the removal of road or sea salt. Typical operating expenses include utilities, elevator service contracts, routine cleaning, communication fees, and insurance premiums. For a parking deck in Uptown Greenville, it is expected that annual maintenance costs would likely fall in a range between \$300 per space for an unattended parking deck to \$350 per space for a deck that employs part-time parking attendants. It is recommended that approximately \$50 per space per year be reserved for significant maintenance of the parking deck that must take place every 10 years.

## Revenue Estimates

While there are many parking revenue models that might be developed for a 256 space parking deck in Uptown Greenville, staff is recommending a simple parking management and revenue plan for initial implementation. With additional office projects expected to come on-line in the next 12-18 months in the blocks surrounding the Fourth and Cotanche Street site, the demand for daytime lease parking will continue to grow. A common strategy for management of parking spaces in a parking deck is to make lower floor spaces available for lease patrons who pay a higher rate than those parking patrons utilizing spaces on an hourly basis. It is recommended that an initial lease/hourly split of the 256 available spaces include the lower three floors of lease parking with the top floor made available for hourly parking patrons. Lease spaces would be reserved for patrons Monday Through Friday from 7:00 a.m. until 5:00 p.m. but would convert to free parking during evening and weekend hours. The metered spaces on the top level would also convert to free parking during evening and weekend hours. Staff recommends that management of the hourly spaces be conducted via the Duncan parking pay stations that have been successfully deployed in other Uptown District locations with existing municipal parking enforcement resources utilized to enforce hourly limits.

The table below depicts a preliminary revenue forecast for the parking management strategy described above. It should be noted that parking management strategies for the deck can be adjusted over time to include parking fees for evening parking. It is important to note that should such a strategy be implemented, other parking lots within the Uptown District would need to be

converted to evening fee parking as well. Although a full study of such a strategy has not been conducted, staff estimates that a three (3) evening per week parking program management by an outside vendor could generate revenues of approximately \$90,000 per year after expenses.

Parking Type	Total Spaces	Monthly/Hourly Fee	Notes	Annual Revenue
Monthly lease	192	\$52 per month	Escalates \$2 annually and assumes 80% occupancy	\$119,808
Unlimited hourly	64	\$.75 per hour	Current rate and assumes 60% occupancy	\$48,000
<b>First year revenue total:</b>				<b>\$167,808</b>
<b>Average 20-year revenue:</b>				<b>\$177,360</b>

### Financial Summary

The construction cost and revenue estimates described in previous sections of this memorandum are intended to represent an approximate, but not final projection of revenues and expenses required to construct a 256 space parking deck at the City-owned site at the corner of Reade and Cotanche Streets. Final projections can only be completed once a construction contract is in hand and debt agreements have been structured and approved by the Local Government Commission. Construction of a parking deck in Uptown Greenville has been under consideration since as early as 2003 with previous City Councils even taking the proactive step to set aside funds in reserve for construction of a parking deck in the Uptown District. While that reserve fund has previously reached levels of as much as \$3.8 million, the fund currently stands at \$1,779,565. Previous expenditures from the account have been utilized to increase parking at Shepard Library and in the Five Points area. None-the-less, the availability of this reserve fund makes construction of the City's first parking deck much more attainable.

The table at right depicts sources and uses of funds required to construct the parking deck described in this memorandum. With interest rates at or near historic lows, it is expected that the City could realize rates of as little as 3% on twenty-year debt for this project. While a variety of debt instruments may be considered, an installment purchase agreement securitized by the parking deck is the most probable financing method. This method of financing does not require voter approval.

#### Procurement Considerations

While construction of parking decks in downtown settings is quite common in urban areas across the United States, this will be the first municipal parking deck constructed in Greenville. Consequently it is

Parking Deck Budget	
Total Revenue	\$177,360
Operating Costs/yr. w/o attendant	\$76,800
Avail. for debt serv.	\$100,560
Available Bond Debt	\$1,446,209
<b>Total Deck Cost</b>	<b>\$3,810,400</b>
GAP	\$2,364,191
Deck reserve fund:	\$1,779,565
GAP less reserves:	\$584,626
Annual budget impact:	\$29,232

important to recognize that construction of the parking deck will have ramifications throughout Greenville's urban core to include impacts on current parking policy, citizen perspectives regarding the Uptown District, and most importantly on businesses throughout the Uptown District.

Perhaps the project that will be most immediately impacted is the planned four-story office building slated for construction at 423 Evans Street. The office building will be home to the City's visitor center, and will also host three floors of class "A" office space above that use. The building is being constructed on property owned by the Redevelopment Commission and will be procured as a public/public/private partnership between the Redevelopment Commission, East Carolina University and a private developer. Office tenants within the building will create demand for as many as 40 parking spaces during daytime hours. Due to site constraints associated with adjacent buildings, it is expected that portions of the City's parking lot at the corner of Fourth and Cotanche Street would be used as a staging and construction equipment access area during the majority of the construction project. As such alignment of construction schedules and mobilization for the office project and the parking deck project will be critical. Staff also believes that there could be considerable economies of scale created by linking the office building and parking deck projects.

With a goal of aligning the 423 Evans office project and the parking deck project, staff is exploring a blended procurement process in which a "call for developers" is issued concurrently with a "request for qualifications". The blended process will seek to deliver a development team that will build and own a portion of the office building at 423 Evans Street with the City able to select that project's contractor to serve as a "construction manager at risk" (CM) for the parking deck project. The City would also have the ability to select the same design team being used for the office project to provide design services for the parking deck. The CM process was recently used by the City for construction of the Drew Steele Center and provides a streamlined process for completing construction projects while still maintaining the competitive nature of a public procurement process.

Should the City choose not to align the parking deck and office building project, other traditional methods of procurement could be considered. These include requesting the General Assembly to reinstate the City's ability to utilize a design/build process for construction of a parking deck. This authority was granted to the City in 2003 but expired in 2008. The design/build process allows a single procurement process to take place where the design and construction costs are bundled into one price to the project owner. Alternatively, the City could pursue the longer and more cumbersome process where a designer is competitively procured to complete construction plans and specifications. Once the plans are prepared, the City would utilize a formal bidding process to bid the project, and then select the lowest, qualified responding company to construct the parking deck. Due to time constraints this would be the least preferable of the procurement methods for construction of a parking deck.

CC: Chris Padgett – Interim Assistant City Manager  
Merrill Flood, Community Development Director

# APPENDIX “A”

**SITE ANALYSIS – UPTOWN PARKING DECK**

**I. How well does the site serve existing businesses?**

Description	Rank
<p><b>Site 5: Corner of Cotanche &amp; 4<sup>th</sup> (Moseley Lot)</b></p> <p>A parking deck on this site would accommodate a relatively high number of existing businesses within a 1,000 foot buffer, compared to other prospective sites. In the immediate vicinity of Site 5 is Uptown’s primary retail/restaurant/bar cluster on east Fifth and Cotanche streets; a deck here would also conveniently serve historic Evans Street as well as the cluster of legal/professional services around the courthouse.</p>	<p><b>H I G H</b></p>
<p><b>Site 6: Corner of Cotanche &amp; 4<sup>th</sup> (NE corner lot)</b></p> <p>Similar to site 5, a parking deck on this site would accommodate a high number of existing businesses within a 1,000 feet buffer, compared to other prospective sites. In the immediate vicinity of Site 6 is Uptown’s primary retail/restaurant/bar cluster on east Fifth and Cotanche streets; a deck here would also conveniently serve historic Evans Street as well as the cluster of legal/professional services around the courthouse.</p>	<p><b>H I G H</b></p>
<p><b>Site 4: East of Reade, between 4<sup>th</sup> and 5<sup>th</sup> Streets</b></p> <p>This site has many of the same strengths and weaknesses in terms of serving existing businesses as Sites 5 &amp; 6, but it is a little less favorable on all counts: good, not great, access to the primary Uptown retail/restaurant/bar cluster; fair access to historic Evans Street and the legal/professional services node, respectively.</p>	<p><b>M E D</b></p>
<p><b>Site 3: Corner of Pitt, Reade, and Dickinson Avenue</b></p> <p>This site has the highest number of businesses within the planning industry standard ¼ mile buffer; however, it has the lowest number of businesses within 1,000 feet. In the immediate vicinity are several small-scale existing businesses on or adjacent to Dickinson Avenue – barber shop, antiques, dance studio, auto repair. The site is almost 1,000 feet from the corner of Evans and Fifth Street (entry to historic Evans Street). A deck here would not be especially convenient to Uptown’s primary retail/restaurant/bar cluster and it would not adequately serve the legal/professional services cluster.</p>	<p><b>M E D</b></p>

**SITE ANALYSIS – UPTOWN PARKING DECK**

<b>Description</b>	<b>Rank</b>
<p><b>Site 2: Corner of Pitt, 5<sup>th</sup>, and Greene Streets</b></p> <p>There are a significant number of businesses within the ¼ mile or 1,000 feet buffers; however, relatively few businesses are within the immediate vicinity except for Wells Fargo and a few non-profits or home-based businesses (site borders West Greenville residential neighborhood). A deck here would provide excellent access to the few businesses on W. Fifth Street (e.g. Winslow’s, Starlight Café); good access to historic Evans Street and the legal/professional services cluster; but only fair access to Dickinson Avenue as well as Uptown’s primary retail/restaurant/bar cluster.</p>	<p><b>M E D</b></p>
<p><b>Site 1: Corner of Pitt, 4<sup>th</sup>, and Greene Streets</b></p> <p>There are a significant number of businesses within the ¼ mile or 1,000 feet buffers; however, relatively few businesses are within the immediate vicinity except for Wells Fargo and a few non-profits or home-based businesses (site borders West Greenville residential neighborhood). A deck here would provide excellent access to the few businesses on W. Fifth Street (e.g. Winslow’s, Starlight Café); good access to historic Evans Street and the legal/professional services cluster; but only fair access to Dickinson Avenue as well as Uptown’s primary retail/restaurant/bar cluster.</p>	<p><b>M E D</b></p>



**SITE ANALYSIS – UPTOWN PARKING DECK**

**II. How well does the site leverage new development?**

Description	Rank
<p><b>Site 3: Corner of Pitt, Reade, and Dickinson Avenue</b></p> <p>This site is located across Dickinson Avenue from the site selected by the General Services Administration for the new bankruptcy court project. There is little public parking near the proposed site to serve visitors to the courthouse. There are as many as three additional land assemblages in the vicinity that could host a range of private sector projects including office, multi-family residential and potentially a hotel project. Each of these projects would benefit from the proximate location of additional municipal parking. The City is also considering at least one nearby site for the intermodal transit center project. A deck at this location might also help to support small business development on Dickinson Avenue.</p>	<p><b>H I G H</b></p>
<p><b>Site 2: Corner of Pitt, 5<sup>th</sup>, and Greene streets</b></p> <p>Most of the land in the immediate vicinity of this site has been developed, including entire blocks to the south and east devoted to municipal government uses. The block is large enough however to host both a parking deck and additional development thus providing a significant development opportunity. A parking deck located on this site might also leverage development on the City-owned property identified as “Site 1” in this report.</p>	<p><b>H I G H</b></p>
<p><b>Site 4: East of Reade, between 4<sup>th</sup> and 5<sup>th</sup> streets</b></p> <p>This site is owned by East Carolina University and is identified by their master plan as an appropriate location for a parking deck and “general purpose” building. City planners have identified the site as a prime location for a hotel project which would be a heavy parking demand generator. In addition, the block immediately across Reade Street is currently being considered by several development interests for potential redevelopment and reuse.</p>	<p><b>M E D</b></p>
<p><b>Site 5: Corner of Cotanche &amp; 4<sup>th</sup> (Moseley Lot)</b></p> <p>Most of the land in the immediate vicinity of this site has been developed and is currently in use. The block immediately across Cotanche Street is currently being considered by several development interests for potential redevelopment and reuse. It is worth noting that a parking deck in this location would be beneficial to the Visitor’s Center project that is slated for an adjacent property that fronts on Evans Street.</p>	<p><b>M E D</b></p>

**SITE ANALYSIS – UPTOWN PARKING DECK**

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<b>Description</b>	<b>Rank</b>
<p><b>Site 6: Corner of Cotanche &amp; 4<sup>th</sup> (NE corner lot)</b></p> <p>Most of the land in the immediate vicinity of this site has been developed or is owned by East Carolina University (ECU) and slated for university related uses. City planners have identified the ECU owned site across Reade Street as a prime location for a hotel project, which would be a heavy parking demand generator. The block immediately across 4<sup>th</sup> Street is being considered by several development interests for potential development and reuse.</p>	<p><b>M E D</b></p>
<p><b>Site 1: Corner of Pitt, 4<sup>th</sup>, and Greene streets</b></p> <p>Although most of the land in the immediate vicinity of this site has been developed, a parking deck in this location might leverage redevelopment of the block identified in this report as “Site 2”. It is also possible that a deck in this location could spur redevelopment of existing businesses in the block immediately across Greene Street.</p>	<p><b>L O W</b></p>

**SITE ANALYSIS – UPTOWN PARKING DECK**

**III. How well will the site accommodate appropriate traffic patterns?**

Description	Rank
<p><b>Site 1: Corner of Pitt, 4<sup>th</sup>, and Greene Streets</b></p> <p>The current volumes of traffic on S. Greene Street, W. 4<sup>th</sup> Street, and S. Pitt Street are modest; however, these streets do have relatively high street capacities compared to other prospective sites (S. Greene Street is 40 feet wide, with a street capacity of 28,290 average daily trips (ADT). Also, the street segments are relatively free of other constraints and/or negative factors, such as roadway sections with existing parking or nearby signalized intersections.</p> <p>The Greene Street (three lanes) and Pitt Street (two lanes) segments are both one-way streets, which have less overall capacity than two-way streets, but greater directional capacity.</p>	<p><b>H I G H</b></p>
<p><b>Site 3: Corner of Pitt, Reade, and Dickinson Avenue</b></p> <p>The current volumes of traffic on Dickinson Avenue and Pitt Street around the site are low-to-moderate. The street capacity of these segments is moderate. Accessing points to a deck from these street segments could not be within the functional boundary of the Dickinson/Pitt intersection, which requires special consideration and might limit access potentials along the roadway frontage of the site.</p> <p>Dickinson Avenue is a 52-foot wide, two-way street, yet which has a relatively low capacity for a commercial corridor (14,900 ADT), while Pitt Street is a medium capacity (19,140 ADT) one-way street.</p>	<p><b>M E D</b></p>
<p><b>Site 6: Corner of Cotanche &amp; 4<sup>th</sup> (NE corner lot)</b></p> <p>Along with Site 5, this site has the lowest existing traffic volumes, among prospective sites, on its servicing street segments – E. 4<sup>th</sup> Street (2,300 ADT) and Cotanche Street (4,100). However, the street capacity of E. 4<sup>th</sup> Street (14,900 ADT) and Cotanche Street (19,140) is on par with sites 1 and 3.</p> <p>Likewise, this site has seven angled parking spaces and a loading zone on its west side, which will require special consideration and which might cause conflicts with ingress/egress access points to a parking deck; however, the site is not as constrained as Site 5.</p> <p>The two-lane E. 4<sup>th</sup> Street is relatively narrow for a two-way street (31 feet), while the Cotanche segment is 3-lane (32 feet wide)/2-lane (24 feet wide).</p>	<p><b>M E D</b></p>

**SITE ANALYSIS – UPTOWN PARKING DECK**

Description	Rank
<p><b>Site 4: East of Reade, between 4<sup>th</sup> and 5<sup>th</sup> streets</b></p> <p>This site has moderate-to-high existing traffic volumes compared to other prospective sites. Specifically, E. 5<sup>th</sup> Street (13,000 ADT) has the highest existing volume of any street segments in this survey. On the other hand, the street capacity of E. 5<sup>th</sup> Street is relatively low (14,900), so there is not much capacity for additional traffic volume along that street.</p> <p>As a result, this site remains on par with sites 3 and 6 (above). Like Site 6, a deck here would be served by a segment of E. 4<sup>th</sup> Street, which has relatively low current traffic volumes and only moderate capacity. Overall, the street segments serving the site have modest street capacity.</p> <p>Both E. 5<sup>th</sup> and E. 4<sup>th</sup> streets two-way streets; however, the high-volume E. 5<sup>th</sup> Street segment is only 31 feet wide. Also, traffic operations at Reade/5<sup>th</sup> Street may create conflicts with parking deck access.</p>	<p><b>M E D</b></p>
<p><b>Site 2: Corner of Pitt, 5<sup>th</sup>, and Greene Streets</b></p> <p>The current volumes of traffic on S. Greene Street and S. Pitt Street are modest; however, these streets do have relatively high street capacities compared to other prospective sites (S. Greene Street is 40 feet wide, with a street capacity of 28,290 ADT). Also, the street segments are relatively free of other constraints and/or negative factors, such as roadway sections with existing parking or nearby signalized intersections. The Greene Street (three lanes) and Pitt Street (two lanes) segments are both one-way streets, which have less overall capacity than two-way streets, but greater directional capacity.</p> <p>East 5<sup>th</sup> Street (13,000 ADT) has the highest existing volume of any street segments in this survey. On the other hand, the street capacity of E. 5<sup>th</sup> Street is relatively low (14,900), so there is not much capacity for additional traffic volume along that street.</p>	<p><b>M E D</b></p>
<p><b>Site 5: Corner of Cotanche &amp; 4<sup>th</sup> (Moseley Lot)</b></p> <p>This site has several drawbacks in terms of accommodating appropriate traffic patterns. Along with Site 6, which is also served by E. 4<sup>th</sup> and Cotanche streets, the existing traffic volumes here are tied for the lowest among prospective sites. And, like for Site 6, these segments offer only modest street capacities (14,900 ADT and 19,140, respectively). Again, these two segments are also relatively narrow (31 and 32/24 feet, respectively).</p> <p>In addition, this site has more added constraints than Site 6: the access point on E. 4<sup>th</sup> Street is expected to be difficult given auxiliary turn lanes on 4<sup>th</sup> at Cotanche and Reade. Also, a road section of Cotanche has nine angled parking spaces on the west side, which must be removed in order to accommodate a two-bay parking deck.</p>	<p><b>L O W</b></p>

**SITE ANALYSIS – UPTOWN PARKING DECK**

**IV. How conducive is the site for minimizing development costs?**

Description	Rank
<p><b>Site 4: Corner of Pitt, Reade, and Dickinson Avenue</b></p> <p>This site scores “high” in terms of projected development costs in that development costs are expected to be manageable (or “lower”) here compared to some other possible sites.</p> <p>This site has a relatively flat grade and minimal underground stormwater infrastructure. Construction of parking deck on this site might require minimal signal improvements depending upon the traffic patterns assessment. The site is City-owned and has been certified as having no known environmental concerns.</p>	<p><b>H I G H</b></p>
<p><b>Site 1: Corner of Pitt, 4<sup>th</sup>, and Greene streets</b></p> <p>This site has a relatively flat grade and no known underground stormwater infrastructure onsite. A deck at this location would likely have little impact on the surrounding street network.</p> <p>The site is City-owned. The City recently completed a surfacing project of the parking lot.</p>	<p><b>H I G H</b></p>
<p><b>Site 6: ECU lot on Cotanche &amp; 4<sup>th</sup> (NE corner lot)</b></p> <p>This site has a relatively flat grade; however, a deck on this site would require demolition of existing building onsite. It may require minimal signal improvements depending upon traffic patterns assessment.</p> <p>This property is owned by ECU. The university would likely require a land swap or other financial arrangement to offset the land value.</p>	<p><b>M E D</b></p>
<p><b>Sites 5: Moseley Lot</b></p> <p>This site scores “medium” in terms of likely development costs because it has several factors that might complicate construction. It has significant grade changes across property toward southern end and along Cotanche. Construction of a deck against adjacent buildings/businesses, and protection of same, will be a consideration as well as loss of public parking during construction.</p> <p>The relatively small size of the site may potentially drive up the construction cost in order to accommodate steeper ramping.</p>	<p><b>M E D</b></p>

## SITE ANALYSIS – UPTOWN PARKING DECK

Description	Rank
<b>Site 4: East of Reade, between 4<sup>th</sup> and 5<sup>th</sup> Streets</b>	LOW
<p>This site scores “low” in this category because development costs are projected to be highest at this location compared to other possible sites. The site has significant grade challenges that will either need fill or retaining walls, although it might present a good opportunity for below-grade level parking. In addition, a parking deck project on this site would have to deal with stormwater and sanitary sewer infrastructure.</p>	
<p>This property is owned by ECU. The university would likely require a land swap or other financial arrangement to offset the land value.</p>	
<b>Site 2: Corner of Pitt, 5<sup>th</sup>, and Greene Streets</b>	LOW
<p>This site has a relatively flat grade and no known underground storm water infrastructure onsite. A deck at this location would likely have little impact on the surrounding street network. The site is in private ownership and would likely have a high acquisition cost.</p>	
<p>The site has been used as a gas station and automotive repair facility for at least 50 years raising concerns over potential environmental contamination on the site. If underground fuel tanks remain on-site, there would be significant costs to remove the tanks.</p>	

# Uptown Parking Deck: Site Analysis

Tar River

## Map Legend

- Major\_Roads
- Parking Deck Sites

Pitt St

Greene St

1st St

Reade St

1

2

5

6

4

Evans St

5th St

3

Dickinson Ave

Cotanche St

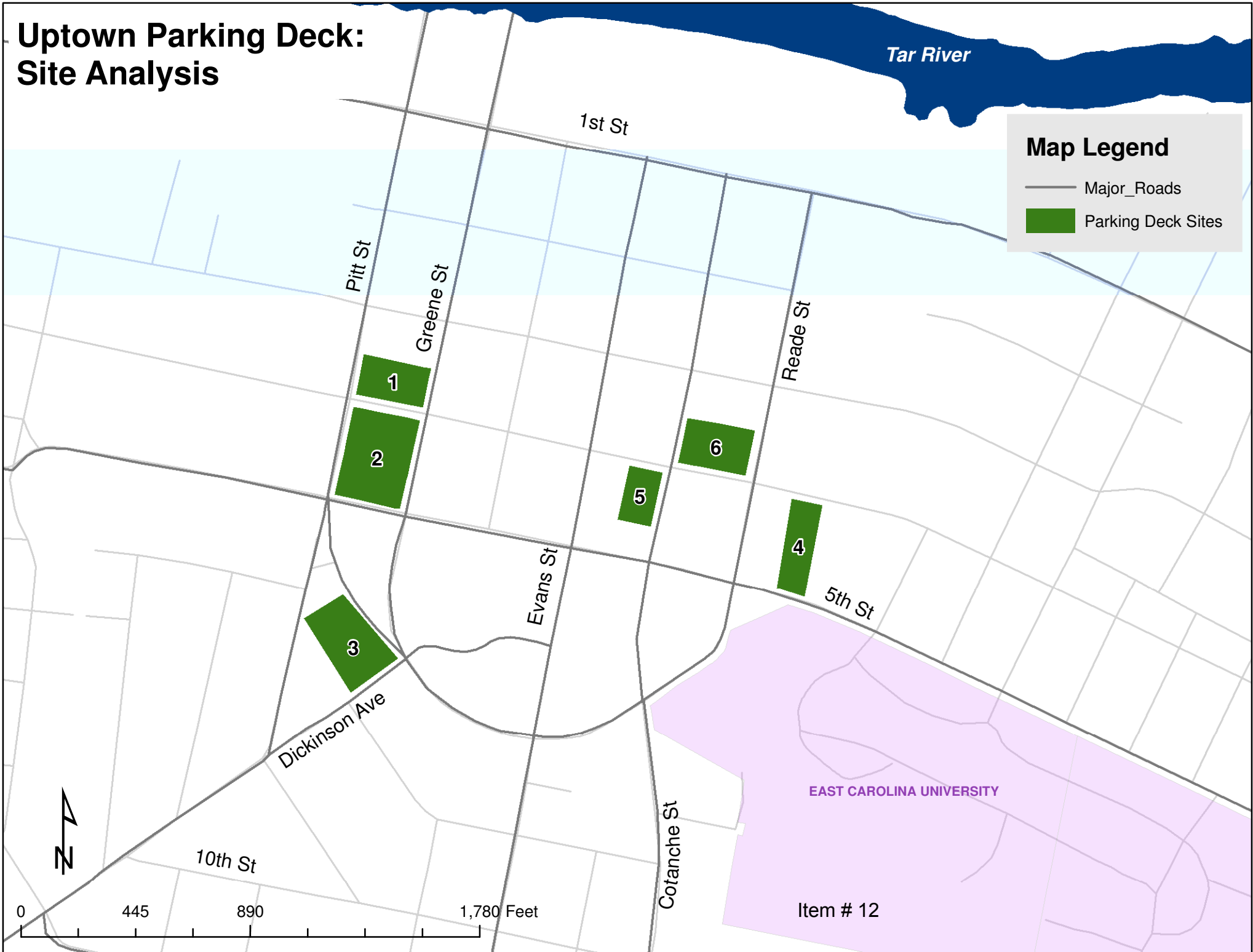
EAST CAROLINA UNIVERSITY

10th St

Item # 12



0 445 890 1,780 Feet



Summary Table: How each site ranked in all four categories

(A "high" ranking represents favorable conditions; a "low" rankings represents less favorable conditions)

Site	Location	Existing businesses	Leverage development	Traffic patterns	Development costs
1	Corner of Pitt, 4 <sup>th</sup> , and Greene streets	Med	Low	High	High
2	Corner of Pitt, 5 <sup>th</sup> , and Greene streets	Med	High	High	Low
3	Corner of Pitt, Reade, and Dickinson Avenue	Med	High	Med	Low
4	East of Reade, between 4 <sup>th</sup> and 5 <sup>th</sup> streets	Med	Med	Med	High
5	Corner of Cotanche & 4 <sup>th</sup> (Moseley Lot)	High	Med	Low	Med
6	Corner of Cotanche & 4 <sup>th</sup> (NE corner lot)	High	Med	Med	Med



# APPENDIX “B”



# APPENDIX “C”

# Geotechnical Engineering Report

**Proposed Parking Deck  
Cotanche Street and Fourth Street – Moseley Lot  
Greenville, North Carolina**

November 27, 2012  
Project No. 72125054

**Prepared for:**

City of Greenville  
Economic Development  
Greenville, North Carolina

**Prepared by:**

Terracon Consultants, Inc.  
Greenville, North Carolina

Offices Nationwide  
Employee-Owned

Established in 1965  
[terracon.com](http://terracon.com)

**Terracon**

November 27, 2012



City of Greenville  
Economic Development  
PO Box 7207  
Greenville, North Carolina 27835

Attention: Mr. Carl J. Rees  
Economic Development Officer

Subject: Geotechnical Engineering Report  
Proposed Parking Deck  
Cotanche and Fourth Streets – Moseley Lot  
Greenville, NC  
Terracon Project No. 72125054


Dear Mr. Rees:

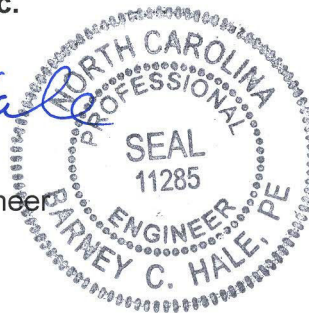
Terracon Consultants, Inc. (Terracon) has completed the geotechnical engineering services for the above referenced project. This study was performed in accordance with our proposal dated October 16, 2012. This report presents the findings of the subsurface exploration at the proposed site and provides geotechnical recommendations concerning the design and construction of earthwork, foundations and pavements for the proposed parking deck.


We appreciate the opportunity to be of service to you on this project. If you have any questions concerning this report, or if we may be of further service, please contact us.

Sincerely,

**Terracon Consultants, Inc.**

  
Barney C. Hale, PE  
Senior Geotechnical Engineer  
Registered, NC 11285



  
Raymond L. (Levi) Denton, II, PE  
Geotechnical Department Manager

Enclosures

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### **APPENDIX A – FIELD EXPLORATION**

Exhibit A-1	Site Location Plan
Exhibit A-2	Boring Location Plan
Exhibit A-3	Field Exploration Description
	Laboratory Testing Description
Boring Logs	B-1 through B-7

### **APPENDIX B – SUPPORTING DOCUMENTS**

Exhibit B-1	General Notes
Exhibit B-2	Unified Soil Classification

## EXECUTIVE SUMMARY

The following items represent a brief summary of the findings of our subsurface exploration, our conclusions and recommendations for the proposed parking deck to be located at Cotanche Street and Fourth Street in Greenville, North Carolina. This summary should be reviewed in conjunction with the complete report. Please refer to the report for a detailed discussion.

1. The proposed structure will be a three-story concrete parking deck.
2. Currently, the project site is developed as a paved parking lot. Native deposits of loose to dense sands with interbedded layers of clay are present. Loose to medium dense sands generally occur within 32 feet of the ground surface. Soils between depths of about 20 feet and 32 feet were very loose or very soft. Medium dense to dense sand is typically present below a depth of about 35 feet.
3. We recommend that the parking deck be pile supported. Augured, cast-in-place displacement piles extending to a depth of 60 feet are expected to develop a design compressive capacity of approximately 85 tons per pile, an uplift capacity of 60 tons per pile, and a lateral capacity of 10 tons per pile. Precast concrete piles, 12 inches square, driven to a depth of 50 to 55 feet would be expected to develop a design compressive capacity of approximately 70 tons per pile, an uplift capacity of 50 tons per pile, and a lateral capacity of 8 tons per pile.
4. Support of the proposed parking deck on conventional shallow foundations in conjunction with ground improvement can be considered if the structure can tolerate settlement on the order of 2 inches. Ground improvement should consist of rammed aggregate piers or stone columns installed to a depth of 18 to 20 feet. With ground improvement and the acceptance of the higher settlement potential, shallow foundations could be designed using a maximum net allowable soil bearing pressure of 1500 psf.
5. It is the opinion of Terracon that field monitoring of the pile installation or ground improvement is a direct extension of the design process. Therefore, the preceding foundation recommendations should be considered valid only if the piles, aggregate piers or stone columns are installed, tested and monitored by a qualified geotechnical engineer as stated in this report.
6. Existing subgrade soils should be observed and tested by proofrolling to evaluate the suitability of this material for support of the ground level pavement of the parking deck and corrected if necessary, as described in the following report. We recommend an experienced geotechnical engineer be retained to observe and test the foundation bearing materials and as well as other construction materials at the site.

This summary should be used in conjunction with the entire report for design purposes. It should be recognized that details were not included or fully developed in this section, and the report must be read in its entirety for a comprehensive understanding of the items contained herein. The section titled **GENERAL COMMENTS** should be read for an understanding of the report limitations.

**GEOTECHNICAL ENGINEERING REPORT  
PROPOSED PARKING DECK  
COTANCHE STREE AND FOURTH STREET – MOSELEY LOT  
GREENVILLE, NORTH CAROLINA**

**Project No. 72125054  
November 26, 2012**

## **1.0 INTRODUCTION**

A geotechnical engineering report has been completed for the proposed parking deck to be located at the intersection of Cotanche Street and Fourth Street in Greenville, North Carolina. Seven borings were performed to depths of approximately 60 to 85 feet below the existing ground surface. Logs of the borings along with a site vicinity map and a boring location diagram are included in Appendix A of this report.

The purpose of these services is to provide information and geotechnical engineering recommendations relative to:

■ subsurface soil conditions	■ foundation design and construction
■ groundwater conditions	■ seismic considerations
■ earthwork	■ pavement thickness design

## **2.0 PROJECT INFORMATION**

### **2.1 Project Description**

<b>ITEM</b>	<b>DESCRIPTION</b>
<b>Structure</b>	A three level parking deck. See Exhibit A-2 of Appendix A for the approximate building layout.
<b>Building construction</b>	Assumed to be a combination cast-in-place and precast concrete.
<b>Finished Grades</b>	Not provided. Proposed grades are expected to closely match existing site grades.
<b>Maximum loads</b>	Column Loads: 400 kips (assumed, to be verified by structural engineer) Floor: 300 psf (assumed, to be verified by structural engineer)
<b>Maximum allowable settlement</b>	Settlement tolerance not specified



## 2.2. Site Location and Description

ITEM	DESCRIPTION
<b>Location</b>	The proposed parking deck will be located in the southwest quadrant of Cotanche Street and Fourth Street in Greenville, NC. See Exhibit A-1 of Appendix A.
<b>Existing improvements</b>	The site is currently developed with an existing asphalt parking lot.
<b>Current ground cover</b>	Asphalt
<b>Existing topography</b>	Slopes gently towards the south

Should any of the above information or assumptions be inconsistent with the planned construction, please let us know so that we may make any necessary modifications to this proposal

## 3.0 SUBSURFACE CONDITIONS

### 3.1 Typical Profile

Based on the site information and results of the borings, subsurface conditions on the project site can be generalized as follows:

Description	Approximate Depth to Bottom of Stratum (feet)	Material Encountered	Consistency/Density
Surface	0.4 to 2	Asphalt, Concrete, Stone Base Course	N/A
Stratum 1	20	Silty Sand, Clayey Sand, Occasional Clay Layers	Very Loose to Medium Dense (Sand) Medium Stiff (Clay)
Stratum 2	33	Silty Sand, Clayey Sand, Occasional Clay Layers	Very Loose to Loose (Sand) Very Soft (Clay)
Stratum 3	60	Silty Sand and Clayey Sand	Loose to Dense
Stratum 4	Boring Termination Depth 85 Feet	Silty Sand and Clayey Sand	Dense to Very Dense



Conditions encountered at the boring locations are indicated on the boring logs. Stratification boundaries on the boring logs represent the approximate location of changes in soil types; in-situ, the transition between materials may be gradual and indistinct. Further details of the borings can be found on the boring logs in Appendix A of this report.

### 3.2 Groundwater

A mixture of water and “drilling mud” was used to advance the borings. The fluid used in this process can obscure the measurements of groundwater levels. At the completion of drilling, the fluid level typically drops to a level close to the groundwater level. The fluid level was observed at a depth of approximately 19 to 24 feet in the borings during drilling. The moisture condition of the soil samples supported an approximate groundwater level at these depths.

Groundwater level fluctuations can occur due to seasonal variations in the amount of rainfall, runoff and other factors not evident at the time the borings were performed. There is also a potential for perched water conditions to develop following periods of wet weather and water infiltrating the surface sand becomes trapped above an underlying clay layer. Therefore, groundwater levels during construction or at other times in the life of the structure may be higher or lower than the levels indicated on the boring logs. The possibility of groundwater level fluctuations should be considered when developing the design and construction plans for the project.

### 3.3 Site Geology

The project site is located in the Coastal Plain physiographic province. The Coastal Plain soils consist mainly of marine sediments that were deposited during successive periods of fluctuating sea level and moving shoreline. The marine sediments are typical of those laid down in a shallow sloping sea bottom; sands, silts, and clays with irregular deposits of shells. According to the *1985 Geologic Map of North Carolina*, the site is mapped within the Yorktown Formation.

### 3.4 Seismic Considerations

Code Used	Site Classification
North Carolina / International Building Code	D

The seismic site classification is based on subsurface information to a depth of 85 feet. Based on the soft/loose soils encountered in the upper 85 feet of the soil profile, it is our opinion that the subsurface conditions at the project site correspond most closely with those of Site Class D as described in Section 1615.1.1 of the 2006 North Carolina State Building Code. The seismic

site classification can be further evaluated by developing the shear wave profile to a depth of 100 feet.

## **4.0 RECOMMENDATIONS**

### **4.1 Geotechnical Considerations**

Based on the estimated column loads of a parking deck and the soft/loose soils in the upper 32 feet of the subsurface profile, support of the structure on a shallow foundation system without additional ground improvement is expected to result in excessive settlement. We recommend that a deep foundation system of augured, cast-in-place concrete piles or driven pre-cast concrete piles extending into the medium dense sand at a depth of 50 to 60 feet be used to support the structure. Shallow foundations in conjunction with rammed aggregated piers or stone columns (stone piers) may be considered as an alternative if building settlement on the order of 2 inches can be tolerated.

Sixteen-inch augured, cast-in-place displacement piles or 12-inch pre-cast concrete piles are expected to develop a design axial compressive capacity of 85 tons and 70 tons, respectively, per pile. The use of un-grouted, rammed aggregate piers or stone columns (stone piers) installed to a depth of 20 feet will allow shallow foundations sized for an allowable bearing pressure of 3,000 pounds per square foot.

The near surface soils, after demolition of existing pavements and vibratory rolling, generally appear suitable for pavement support. Some localized over-excavation and replacement may be required during site preparation and earthwork.

It is the opinion of Terracon that field monitoring of the pile installation or stone piers is a direct extension of the design process. Pile installation techniques must be observed, weighed against the pile design capacity and evaluated to determine the acceptance of each pile. Stone pier installation should be observed for depth, spacing, and compaction of the stone. Understanding the subsurface conditions and design requirements is necessary to make the routine engineering judgments required during installation. Therefore, the preceding foundation recommendations should be considered valid only if the piles/piers are installed and monitored by a qualified geotechnical engineer as stated in this report.

A more complete discussion of these points and additional information is included in the following sections.



**4.2 Earthwork**

Site preparation should begin with the complete removal of the existing asphalt and concrete paving materials. The stone base beneath the asphalt surface can be left in place. The asphalt surface is generally 2 to 4 inches thick and increases to 8 inches in thickness in some locations. Concrete pavement 8 to 16 inches thick is indicated in the vicinity of Borings B-1 and B-3. Stripped asphalt should be disposed off-site. The concrete pavement should either be disposed off-site or pulverized on-site and incorporated into the stone base course of the new pavement.

After site stripping, the exposed subgrade soils in areas to receive fill and at the design subgrade elevation in cut areas should be rolled with a medium to heavy-weight, smooth drum vibratory roller to compact the loose, near surface sand. The vibratory roller should make six passes with the second set of three passes perpendicular to the first set of three passes.

Upon completion of the vibratory rolling operations, the subgrade soils should be proof-rolled with a moderately loaded tandem-axle dump truck. The proof-rolling operations should be observed by a qualified engineering technician or geotechnical engineer. Subgrade soils that appear to be excessively loose or unstable should be over-excavated as directed by the technician/engineer and replaced with properly compacted fill.

Engineered fill should meet the following material property requirements:

Fill Type <sup>1</sup>	USCS Classification	Acceptable Location for Placement
Imported sand with >20% fines	SC or SM with (LL < 50 & PI < 30)	All locations and elevations
<p>1. Controlled, compacted fill should consist of approved materials that are free of organic matter and debris. A sample of each material type should be submitted to the geotechnical engineer for evaluation.</p>		

### 4.2.1 Compaction Requirements

ITEM	DESCRIPTION
<b>Fill Lift Thickness</b>	9-inches or less in loose thickness (4" to 6" lifts when hand-operated equipment is used)
<b>Compaction Requirements</b> <sup>1</sup>	95% of the materials maximum Standard Proctor dry density (ASTM D698)
<b>Moisture Content – Structural Fill</b>	Within the range of -2% to +2% of optimum moisture content as determined by the standard Proctor test at the time of placement and compaction
<p>1. Engineered fill should be tested for moisture content and compaction during placement. If in-place density tests indicate the specified moisture or compaction limits have not been met, the area represented by the tests should be reworked and retested as required until the specified moisture and compaction requirements are achieved. Moisture conditioning may be required on the on-site soils.</p>	

### 4.2.2 Grading and Drainage

During construction, grades should be sloped to promote runoff away from the construction area. Final surrounding grades should be sloped away from the structure to prevent ponding of water.

### 4.2.3 Construction Considerations

The site should be kept sloped during construction to reduce ponding of surface water runoff. The subgrade soils should be protected from becoming frozen, excessively wet or excessively disturbed.

Temporary excavations should be sloped or braced as required by Occupational Health and Safety Administration (OSHA) regulations to provide stability and safe working conditions. Temporary excavations will most likely be required during grading operations. The grading contractor, by his contract, is usually responsible for designing and constructing stable, temporary excavations and should shore, slope or bench the sides of the excavations as required, to maintain stability of both the excavation sides and bottom. All excavations should comply with applicable local, state and federal safety regulations, including the current OSHA Excavation and Trench Safety Standards.

The geotechnical engineer should be retained during the construction phase of the project to observe earthwork and to perform necessary tests and observations during subgrade preparation, subgrade evaluation, placement and compaction of controlled compacted fills, and backfilling of excavations.

## **4.3 Foundation Recommendations**

### **4.3.1 Augured, Cast-in-Place Displacement Piles**

Augured, cast-in-place piles offer some lower construction costs compared to driven piles due to reduced installation time and the elimination of pile hauling and handling costs. The installation of augured piles produces less noise and vibrations than pile driving. In addition, augured piles have an advantage over driven piles in the ability to penetrate intermediate layers of medium dense sand that may produce driving difficulties for pre-cast concrete piles.

Augured, cast-in-place piles can be installed using non-displacement or displacement drilling methods. Non-displacement piles are installed by drilling a hole with a hollow stem auger system with the auger cuttings raised to the ground surface. The hole is grouted full with concrete grout as the auger is extracted. While this method can be cost-effective, the successful performance of the installed piles is highly dependent on the quality of installation. In very soft/loose ground conditions, there is a risk of soil inclusions or “necking” of the grout column that can significantly reduce the structural capacity of the grout column. Very soft/loose ground conditions exist at the proposed parking deck site between depths of about 20 and 32 feet.

Augured, cast-in-place piles installed using a displacement method mitigates the risk of drilling through very soft/loose soils. In the displacement method, the drilling tool resembles steel pipe or casing with auger flights and an enlarged bulb at the tip of the tool. The upper half of the auger flights are reversed in direction from the lower half. During drilling, the soil cuttings are forced into the sidewall of the hole by the reverse auger flights and the enlarged bulb. This process eliminates soil cuttings at the surface, acts to compact the soil along the sidewall of the drilled hole and helps to stabilize soft/loose soils. As the drilling tool is withdrawn, the enlarged bulb pushes upward and outward loose soil above the tip. As with the non-displacement piles, the hole is grouted full with concrete grout as the drilling tool is removed.

The displacement piles generally offer a greater axial design capacity than the non-displacement since the soil around the pile is compacted during drilling. On sites where the soils may require special handling and disposal, the absence of cuttings at the ground surface is also a benefit. For the proposed parking deck site, the most significant benefit of the displacement piles over the non-displacement piles is the reduced risk of grout column/structural pile deficiencies. For the proposed parking deck, we recommend the displacement type pile if augured, cast-in-place piles are selected.

Sixteen-inch diameter, augured, cast-in-place displacement piles installed to a depth of 60 feet below current grades are expected to develop a design axial capacity of 85 tons and a design uplift capacity of 60 tons. These design values are based on static analysis procedures, assumed installation techniques, and our experience with the general soil conditions of the area. The capacities embody a factor of safety of at least two and should result in deflection values

## Geotechnical Engineering Report

Proposed Parking Deck ■ Greenville, North Carolina  
November 27, 2012 ■ Terracon Project No. 72125054



consistent with the planned structure. A minimum center-to-center spacing of three pile diameters should be maintained to limit the possibility of damage to adjacent piles during installation.

The noted capacities are for individual piles. Organization of the piles in the pile group, the pile group efficiency, will determine the actual load carrying capacity of the pile cap. Depending on the spacing of the piles, this value can be substantially less than the sum total of the individual pile capacities. Once the pile groups and pile dimensions are determined, Terracon can perform the calculations to determine the efficiency of the various pile groups and aid the designers in maximizing the group support, if requested. For preliminary planning, we recommend an efficiency of 0.75 be used when estimating the group compressive capacity for pile caps.

The allowable group uplift capacity of piles should be limited to the least of the following loading conditions:

1. The individual pile uplift capacity times the number of piles in the group,
2.  $2/3$  of the effective weight of the pile-soil mass defined by the perimeter of the pile group and the length of the piles. In this case, the soil unit weight should be estimated as 115 pounds per cubic foot above the water table and as 52 pounds per cubic foot below the water table. The concrete unit weight should be estimated as 145 pounds per cubic foot above the water table and as 82 pounds per cubic foot below the water table.

The LPILE software program was used to estimate the lateral capacity of a 16-inch diameter pile installed to 55 feet. Based on the analysis, a design lateral capacity of 10 tons per pile can be used to resist lateral forces. The lateral capacity assumes an allowable lateral deflection of  $1/2$  inch. When piles are used in groups, the lateral capacities of the piles in the second and third rows of the group should be reduced to 50% of the capacity of a single, independent pile.

The pile capacity estimates do not necessarily reflect the structural capacity of the pile. The compressive strength ( $f'_c$ ) of the grout and steel reinforcement should be as required by the governing building codes.

We recommend a test pile be installed at the site at the start of pile construction to evaluate the piling contractor's installation methods and to determine the axial compressive capacity of an installed pile. The test pile should be installed in a location clear of proposed production pile locations. The load test for compression capacity should be conducted in accordance with ASTM Standard D-1143, "*Standard Method of Testing Piles under Axial Compressive Load*". The reaction frame and hydraulic jack by which a compressive load will be applied to the pile should have a capacity equivalent to 2.5 times the design compressive capacity of the piles. We recommend a Terracon representative monitor the installation of the test and reaction piles, the load test program, and evaluate the load test data.

During production installation of the piles, acceptance of the individual pilings is dependent on a number of criteria, including installation time, refusal of the piling equipment, withdrawal rate

## Geotechnical Engineering Report

Proposed Parking Deck ■ Greenville, North Carolina  
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during pumping, grout take, tested compressive strength of the grout, etc. Each pile should contain at least the theoretical “neat-line” volume of grout for its individual length. Therefore, each pile must be evaluated separately.

The quality of the contractor’s equipment and the expertise of his personnel are critical to successful installation of the piling system. We recommend that as a minimum the contractor’s personnel have at least 5 years of total experience in the piling industry. All personnel and equipment should be subject to the review of the geotechnical engineer.

The project documents should address the procedures that should be followed in the event of a questionable pile. The bid documents should provide for line items for the addition/subtraction of pile length and addition of extra piles. Typically, a minimum set time of 18 hours should be provided between installation of adjacent piles.

Comprehensive testing of the pile grout should be performed for this project. Qualified personnel should be on-site throughout the pile installation process to perform quality control testing including recording the grout age, temperature, flow rate, location of placement and prepare grout cube specimens for compressive strength testing for compliance with the project specifications.

Field monitoring of the pile installation is a direct extension of the design process. Pile installation techniques must be observed, weighed against load test data, and evaluated to determine the acceptance of each pile. Understanding of the subsurface conditions and pile design requirements are necessary to make the routine engineering judgments required during installation. Therefore, the preceding foundation recommendations should be considered valid only if we are given the opportunity to monitor the pile installation.

### 4.3.2 Pre-Cast Concrete Piles

Pre-cast concrete piles can also be used to support the parking deck. The primary advantage of pre-cast concrete piles over augured piles is that the structural condition of the pile can be assessed prior to installation, the driving behavior can be compared to the anticipated subsurface conditions, and pile compressive can be evaluated by using the Pile Driving Analyzer at a lower cost than static load testing.

The parking deck can be supported on 12-inch square precast, pre-stressed concrete piles driven into the medium dense sand at a depth of approximately 50 to 55 feet below the existing ground surface. Precast concrete piles, 12 inches square and driven to a depth of 50 to 55 feet would be expected to develop a design compressive capacity of approximately 70 tons per pile and an uplift capacity of 50 tons per pile.

The LPILE software program was used to estimate the lateral capacity of a 12-inch square pile installed to 55 feet. Based on the analysis, a design lateral capacity of 8 tons per pile can be used to resist lateral forces. The lateral capacity assumes an allowable lateral deflection of ½



## Geotechnical Engineering Report

Proposed Parking Deck ■ Greenville, North Carolina  
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inch. When piles are used in groups, the lateral capacities of the piles in the second and third rows of the group should be reduced to 50% of the capacity of a single, independent pile.

We recommend that piles be spaced on-center no closer than the three times the pile width; a center-to-center spacing of approximately 3.5 feet. The minimum spacing should be maintained to prevent the pile group compressive and uplift capacities from being significantly less than the summation of individual pile capacities. This spacing restriction also serves to limit surface heave and to reduce the possibility of damaging previously installed piles.

A minimum of two indicator piles should be driven across the parking deck footprint prior to ordering production piles. Indicator pile installation should be observed by the Geotechnical Engineer. The results of the indicator pile driving can be used to evaluate driving resistance, termination criteria and production pile length. The indicator piles are expected to be part of the design pile layout. We recommend that 65-foot-long indicator piles be used.

We recommend that driving stresses and strains of the indicator piles be monitored during driving by using a Pile Driving Analyzer (PDA). The data from the dynamic strain testing should be used in conjunction with computer software such as CAPWAP to determine ultimate capacity of the driven piles and to determine that the driving stresses are within the structural limits of the piles. The observed driving behavior, PDA data and CAPWAP analysis should then be used to establish the driving criteria for the remaining production piles. The pile driving hammer that is used for driving the indicator piles should be used for the production piles as well.

The installation of a pile foundation system should be in accordance with the local and state building code requirements. In addition, the installation of all piles should be monitored by the geotechnical engineer's representative. In general, the representative should:

1. Confirm installation is in accordance with driving criteria.
2. Be present continuously during driving.
3. Record the dimensions of each pile and report any obvious defects.
4. Count and record the blows for each foot of driving.
5. Record energy rating of hammer and adjust where appropriate for chamber pressure, such as in the case of a diesel hammer.
6. Have knowledge of soil conditions at the site and the minimum required penetration of each pile.
7. Be cognizant of intended support mechanisms of piles on which to base acceptance or rejection or pre-drilling, etc.

### 4.3.1 Shallow Foundations

Shallow foundations in conjunction with ground improvement can be considered if the proposed parking deck can tolerate settlement on the order of 2 inches. Either rammed aggregate piers or stone columns will serve to stiffen the soils within 18 to 20 feet of the ground surface, thereby reducing the compressibility of these materials. Foundation stresses will still be applied to soils below a depth of 20 feet. Although the applied stresses will be relatively low, the soils below a depth of 20 feet at the parking deck site are very loose and very soft. Because of the potential for consolidation settlement in these deeper soils, even with the upper ground improvement, the structure must be able to tolerate a higher magnitude of total settlement.

Stone elements are created by using an auger or vibrating probe to reach the planned termination depth. The resulting void is then backfilled with compacted, crushed stone. The diameter of the stone elements is generally on the order of 30 inches. Elements are spaced on a grid that extends beyond the edges of a planned footing. The actual layout, spacing, and depth of the stone elements is typically determined by the specialty contractor with allowable settlement and bearing pressure being the defining design criteria.

With ground improvement, the proposed control building structure can be supported by a shallow, spread footing foundation system. Design recommendations for a shallow foundation system are presented in the following table and paragraphs.

<b>DESCRIPTION</b>	<b>VALUE</b>
<b>Maximum Net allowable bearing pressure<sup>1</sup></b>	3,000 psf
<b>Minimum embedment below lowest adjacent finished grade for frost protection and protective embedment<sup>2</sup></b>	18 inches
<b>Minimum width for continuous wall footings</b>	16 inches
<b>Minimum width for isolated column footings</b>	24 inches
<b>Approximate total settlement<sup>3</sup></b>	Up to 2 inches
<b>Estimated differential settlement<sup>3</sup></b>	Up to 1 inch differential
<b>Coefficient of Friction for Lateral Resistance<sup>4</sup></b>	0.4

1. The recommended net allowable bearing pressure is the pressure in excess of the minimum surrounding overburden pressure at the footing base elevation.
2. For perimeter footings and footings beneath unheated areas.
3. The actual magnitude of settlement that will occur beneath the foundations would depend upon the variations within the subsurface soil profile, the structural loading conditions and the quality of the foundation excavation. The estimated total and differential settlements listed assume that the foundation related earthwork and the foundation design are completed in accordance with our recommendations.
4. The value given does not include a factor of safety.

### **4.3.2 Construction Considerations**

A representative of Terracon should monitor the ground improvement process by observing the location, depth, and installation of the stone elements. At the time of foundation construction, the footing excavation should be visually examined to determine that the bearing surface incorporates the stone elements as designed. The base of all foundation excavations should be free of water and loose soil prior to placing concrete. Concrete should be placed soon after excavating to reduce bearing soil disturbance. Should the soils at bearing level become excessively disturbed or saturated, the affected soil should be removed prior to placing concrete and replaced with washed, crushed stone (NCDOT No. 57).

## **4.4 Pavements**

The ground floor level of the parking deck will function as a pavement. The pavement subgrade should be vibratory rolled and then proof-rolled as outlined in section **4.2 Earthwork** of this report. Loose or excessively wet soils delineated by the proof-rolling operations should be undercut and backfilled as directed by the geotechnical engineer. The use of a geotechnical fabric and crushed stone is also a potential option for subgrade improvement. Upon completion of any necessary remediation, the subgrade should be adequate for support of the pavement sections recommended below.

Pavement thickness design is dependent upon:

- the anticipated traffic conditions during the life of the pavement;
- subgrade and paving material characteristics;
- climatic conditions of the region

Based on the height restrictions and general use associated with parking decks, we do not envision the ground level pavement being used by heavy trucks. As a result, our pavement thickness recommendations are based on automobile and light truck traffic only.

Climatic conditions are considered in the design subgrade support value listed above and in the paving material characteristics. Recommended paving material characteristics, taken from the North Carolina Department of Transportation (NCDOT) Standard Specifications for Roads and Structures, are included with each pavement design recommendation listed below.

Recommended Pavement Sections		
	Material	Layer Thickness (inches)
<b>Pavement Type (Flexible)</b>	Asphalt Surface (NCDOT SF-9.5A)	1.5
	Asphalt Intermediate Course (NCDOT I-19.0A)	2.5
	Crushed Stone (NCDOT ABC, Type A or B)	6
	Material	Layer Thickness (inches)
<b>Pavement Type (Rigid)</b>	Portland Cement Concrete 28-day compressive strength of 4000psi	6
	Crushed Stone (NCDOT ABC, Type A or B)	4

The placement of a partial pavement thickness for use during construction is not suggested without a detailed pavement analysis incorporating construction traffic.

Recommendations for pavement construction presented depend upon compliance with recommended material specifications. To assess compliance, observation and testing should be performed under the direction of the geotechnical engineer. Pavements and bases should be constructed in accordance with the guidelines of the North Carolina Department of Transportation "Standard Specifications for Roads and Structures". The 2006 publication addresses the use of the "Superpave" mixes (SF-9.5A and I-19.0B). Materials, weather limitations, placement, and compaction are specified under appropriate sections of these publications. Concrete pavement should be air-entrained and have a minimum compressive strength of 4,000 psi after 28 days of laboratory curing per ASTM C-31.

The performance of all pavements can be enhanced by minimizing excess moisture which can reach the subgrade soils. The following recommendations should be considered a minimum:

- site grading at a minimum 2 percent grade away from the pavements;
- the subgrade and the pavement surface have a minimum 1/4 inch per foot slope to promote proper surface drainage;
- install joint sealant and seal cracks immediately;

## Geotechnical Engineering Report

Proposed Parking Deck ■ Greenville, North Carolina  
November 27, 2012 ■ Terracon Project No. 72125054



- place curb, gutter and/or sidewalk directly on subgrade soils without the use of base course materials.

Prevention of infiltration of water into the subgrade is essential for the successful performance of any pavement. Both the subgrade and the pavement surface should be sloped to promote surface drainage away from the pavement structure.

Preventive maintenance should be planned and provided for an on-going pavement management program in order to enhance future pavement performance. Preventive maintenance activities are intended to slow the rate of pavement deterioration, and to preserve the pavement investment. Preventive maintenance of asphalt pavement typically consists of filling cracks that develop and application of a seal coat as the surface oxidizes. Preventive maintenance is usually the first priority when implementing a planned pavement maintenance program and provides the highest return on investment for pavements. Prior to implementing any maintenance, additional engineering observation is recommended to determine the type and extent of preventive maintenance most applicable to the proposed project.

## 5.0 GENERAL COMMENTS

Terracon should be retained to review the final design plans and specifications so comments can be made regarding interpretation and implementation of our geotechnical recommendations in the design and specifications. Terracon also should be retained to provide observation and testing services during grading, excavation, foundation construction and other earth-related construction phases of the project.

The analysis and recommendations presented in this report are based upon the data obtained from the borings performed at the indicated locations and from other information discussed in this report. This report does not reflect variations that may occur across the site, or due to the modifying effects of weather. The nature and extent of such variations may not become evident until during or after construction. If variations appear, we should be immediately notified so that further evaluation and supplemental recommendations can be provided.

The scope of services for this project does not include either specifically or by implication any environmental or biological (e.g., mold, fungi, bacteria) assessment of the site or identification or prevention of pollutants, hazardous materials or conditions. If the owner is concerned about the potential for such contamination or pollution, other studies should be undertaken.

This report has been prepared for the exclusive use of our client for specific application to the project discussed and has been prepared in accordance with generally accepted geotechnical engineering practices. No warranties, either expressed or implied, are intended or made. Site safety, excavation support, and dewatering requirements are the responsibility of others. In the

**Geotechnical Engineering Report**

Proposed Parking Deck ■ Greenville, North Carolina  
November 27, 2012 ■ Terracon Project No. 72125054

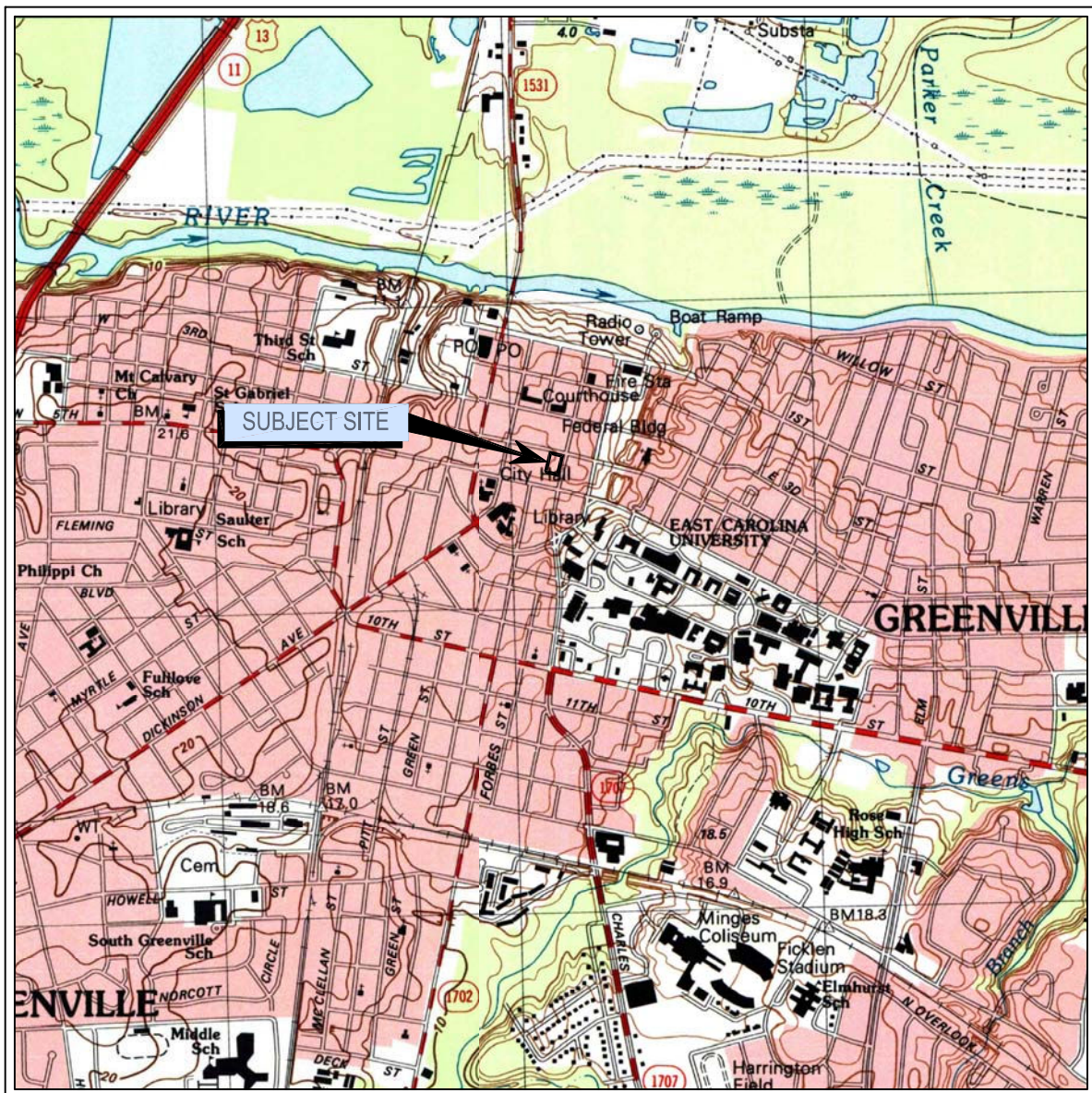


event that changes in the nature, design, or location of the project as outlined in this report are planned, the conclusions and recommendations contained in this report shall not be considered valid unless Terracon reviews the changes and either verifies or modifies the conclusions of this report in writing.

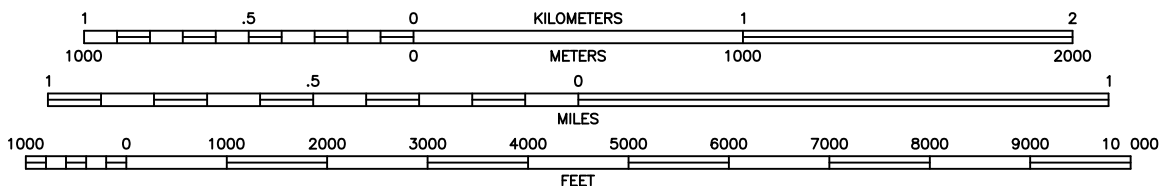
# **APPENDIX A**

## **FIELD EXPLORATION**

UNITED STATES – DEPARTMENT OF THE INTERIOR – GEOLOGICAL SURVEY



SCALE 1:24 000



CONTOUR INTERVAL 2 METERS  
NATIONAL GEODETIC VERTICAL DATUM OF 1929

QUADRANGLE  
GREENVILLE SW, NC & GREENVILLE SE, NC  
1998  
7.5 MINUTE SERIES (TOPOGRAPHIC)



Project Mng:	CB	Project No.	72125054
Drawn By:	DWD	Scale:	AS SHOWN
Checked By:	CB/MRF	File No.	GEO72125054-1
Approved By:	CB	Date:	NOV. 2012

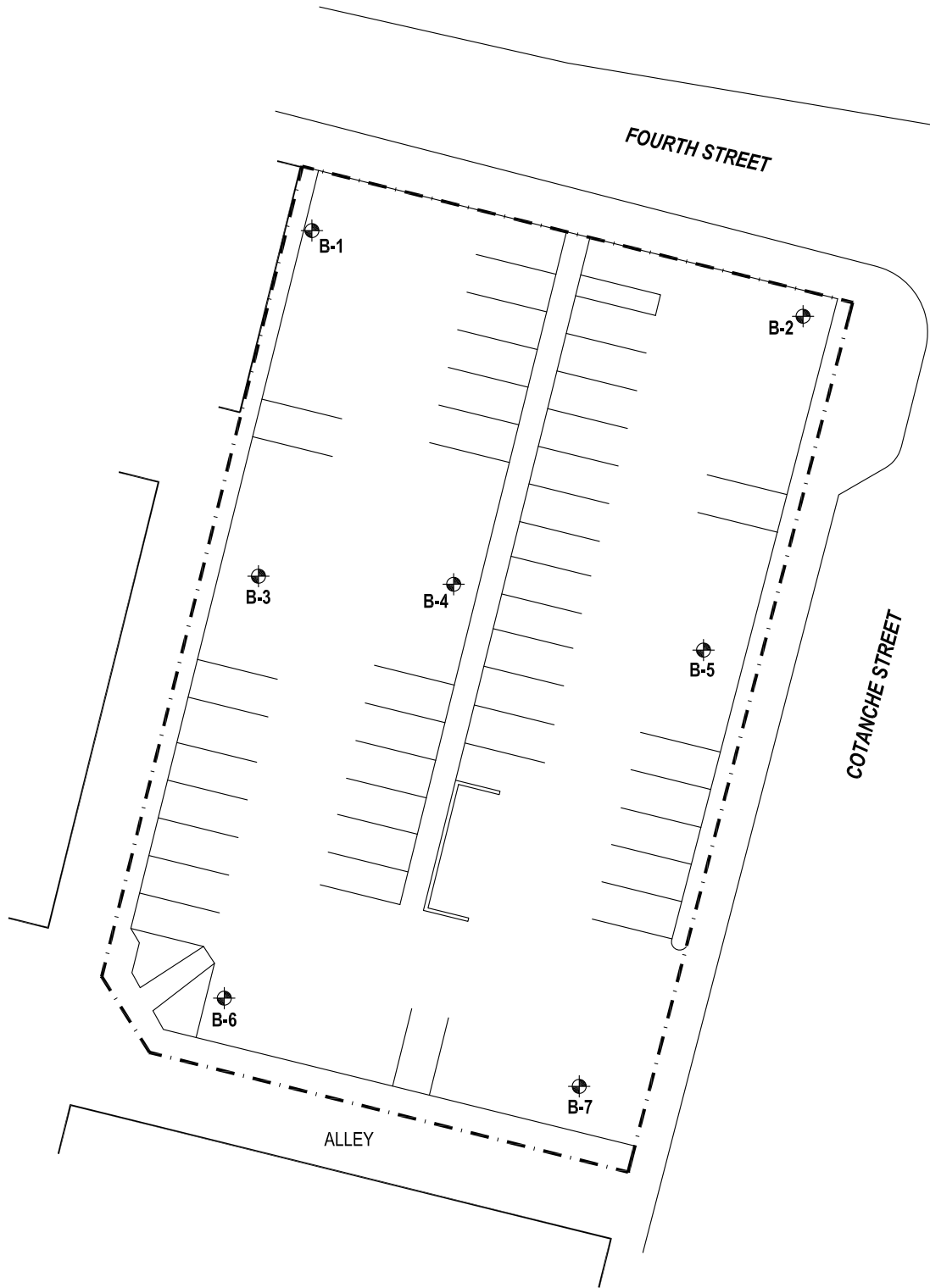
**Terracon**  
Consulting Engineers and Scientists

314 Beacon Drive Winterville, NC 28590  
(252) 353-1600 (252) 353-0002

**SITE LOCATION PLAN**  
GEOTECHNICAL ENGINEERING REPORT  
PROPOSED PARKING DECK **Item # 12**  
COTANCHE STREET AND FOURTH STREET  
GREENVILLE, NC

**EXHIBIT**  
**A-1**

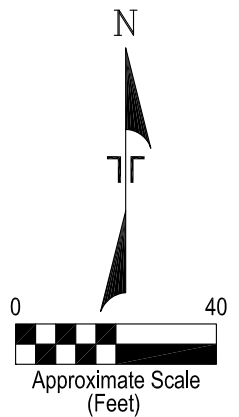




**LEGEND**



SUBJECT SITE  
APPROXIMATE BORING LOCATION



THIS DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

Project Mngr:	CB	Project No.	72125054
Drawn By:	DWD	Scale:	AS SHOWN
Checked By:	CB/MRF	File No.	GEO72125054-2
Approved By:	CB	Date:	NOV. 2012

**Terracon**  
Consulting Engineers and Scientists

314 Beacon Drive Winterville, NC 28590  
(252) 353-1600 (252) 353-0002

**BORING LOCATION PLAN**  
GEOTECHNICAL ENGINEERING REPORT  
PROPOSED PARKING DECK **Item # 12**  
COTANCHE STREET AND FOURTH STREET  
GREENVILLE, NC

**EXHIBIT**  
  
**A-2**

## Geotechnical Engineering Report

Proposed Parking Deck ■ Greenville, North Carolina  
November 27, 2012 ■ Terracon Project No. 72125054



### Field Exploration Description

The soil test borings was performed by a truck-mounted power drilling rig utilizing mud rotary drilling procedures to advance the boreholes. Representative soil samples were obtained at 2.5 to 5 foot intervals using split-barrel sampling procedures. To follow the split-barrel sampling procedure, a standard 2-inch outer diameter split-barrel sampling spoon was driven into the ground with a 140-pound hammer falling a distance of 30 inches. After seating the sampler 6 inches at the bottom of the borehole to penetrate any loose cuttings, the sampler was driven an additional 12 inches. The number of blows required to advance the sampling spoon the last 12 inches was recorded as the standard penetration resistance value (N-value). These N-values are indicated on the boring logs at the depths of occurrence.

An automatic SPT hammer was used to advance the split-barrel sampler in the borings performed on this site. A greater efficiency is typically achieved with the automatic hammer compared to the conventional safety hammer operated with a cathead and rope. Published correlations between the SPT values and soil properties are based on the lower efficiency cathead and rope method. This higher efficiency affects the standard penetration resistance blow count (N) value by increasing the penetration per hammer blow over what would be obtained using the cathead and rope method. The effect of the automatic hammer's efficiency has been considered in the interpretation and analysis of the subsurface information for this report.

The samples were tagged for identification, sealed to reduce moisture loss, and taken to our laboratory for further examination, testing, and classification. Information provided on the boring logs attached to this report includes soil descriptions, consistency evaluations, boring depths, sampling intervals, and groundwater conditions in accordance with the attached General Notes. The borings were backfilled with auger cuttings prior to the drill crew leaving the site.

A field log of each boring was prepared by the drill crew. These logs included visual classifications of the materials encountered during drilling as well as the driller's interpretation of the subsurface conditions between samples. Final boring logs included with this report represent the engineer's interpretation of the field logs and estimated Unified Soil Classification Symbols based on visual manual procedures. A brief description of this classification system is attached to this report.












### Laboratory Testing

Descriptive classifications of the soils indicated on the boring logs are in accordance with the enclosed General Notes and the Unified Soil Classification System. Also shown are estimated Unified Soil Classification Symbols. A brief description of this classification system is attached to this report. All classification was by visual manual procedures.

**APPENDIX B**  
**SUPPORTING DOCUMENTS**

# GENERAL NOTES

## DESCRIPTION OF SYMBOLS AND ABBREVIATIONS

<b>SAMPLING</b>			<b>WATER LEVEL</b>		Water Initially Encountered	<b>FIELD TESTS</b>	(HP) Hand Penetrometer	
	<b>Auger</b>	<b>Split Spoon</b>			Water Level After a Specified Period of Time		(T) Torvane	
					Water Level After a Specified Period of Time		(b/f) Standard Penetration Test (blows per foot)	
	<b>Shelby Tube</b>	<b>Macro Core</b>		Water levels indicated on the soil boring logs are the levels measured in the borehole at the times indicated. Groundwater level variations will occur over time. In low permeability soils, accurate determination of groundwater levels is not possible with short term water level observations.			(PID) Photo-Ionization Detector	
							(OVA) Organic Vapor Analyzer	
<b>Ring Sampler</b>	<b>Rock Core</b>							
								
<b>Grab Sample</b>	<b>No Recovery</b>							

## DESCRIPTIVE SOIL CLASSIFICATION

Soil classification is based on the Unified Soil Classification System. Coarse Grained Soils have more than 50% of their dry weight retained on a #200 sieve; their principal descriptors are: boulders, cobbles, gravel or sand. Fine Grained Soils have less than 50% of their dry weight retained on a #200 sieve; they are principally described as clays if they are plastic, and silts if they are slightly plastic or non-plastic. Major constituents may be added as modifiers and minor constituents may be added according to the relative proportions based on grain size. In addition to gradation, coarse-grained soils are defined on the basis of their in-place relative density and fine-grained soils on the basis of their consistency.

## LOCATION AND ELEVATION NOTES

Unless otherwise noted, Latitude and Longitude are approximately determined using a hand-held GPS device. The accuracy of such devices is variable. Surface elevation data annotated with +/- indicates that no actual topographical survey was conducted to confirm the surface elevation. Instead, the surface elevation was approximately determined from topographic maps of the area.

<b>STRENGTH TERMS</b>	<b>RELATIVE DENSITY OF COARSE-GRAINED SOILS</b> (More than 50% retained on No. 200 sieve.) Density determined by Standard Penetration Resistance Includes gravels, sands and silts.			<b>CONSISTENCY OF FINE-GRAINED SOILS</b> (50% or more passing the No. 200 sieve.) Consistency determined by laboratory shear strength testing, field visual-manual procedures or standard penetration resistance		
	Descriptive Term (Density)	Standard Penetration or N-Value Blows/Ft.	Ring Sampler Blows/Ft.	Descriptive Term (Consistency)	Unconfined Compressive Strength, Qu, psf	Standard Penetration or N-Value Blows/Ft.
Very Loose	0 - 3	0 - 6	Very Soft	less than 500	0 - 1	< 3
Loose	4 - 9	7 - 18	Soft	500 to 1,000	2 - 4	3 - 4
Medium Dense	10 - 29	19 - 58	Medium-Stiff	1,000 to 2,000	4 - 8	5 - 9
Dense	30 - 50	59 - 98	Stiff	2,000 to 4,000	8 - 15	10 - 18
Very Dense	> 50	≥ 99	Very Stiff	4,000 to 8,000	15 - 30	19 - 42
			Hard	> 8,000	> 30	> 42

## RELATIVE PROPORTIONS OF SAND AND GRAVEL

Descriptive Term(s) of other constituents	Percent of Dry Weight
Trace	< 15
With	15 - 29
Modifier	> 30

## GRAIN SIZE TERMINOLOGY

Major Component of Sample	Particle Size
Boulders	Over 12 in. (300 mm)
Cobbles	12 in. to 3 in. (300mm to 75mm)
Gravel	3 in. to #4 sieve (75mm to 4.75 mm)
Sand	#4 to #200 sieve (4.75mm to 0.075mm)
Silt or Clay	Passing #200 sieve (0.075mm)

## RELATIVE PROPORTIONS OF FINES

Descriptive Term(s) of other constituents	Percent of Dry Weight
Trace	< 5
With	5 - 12
Modifier	> 12

## PLASTICITY DESCRIPTION

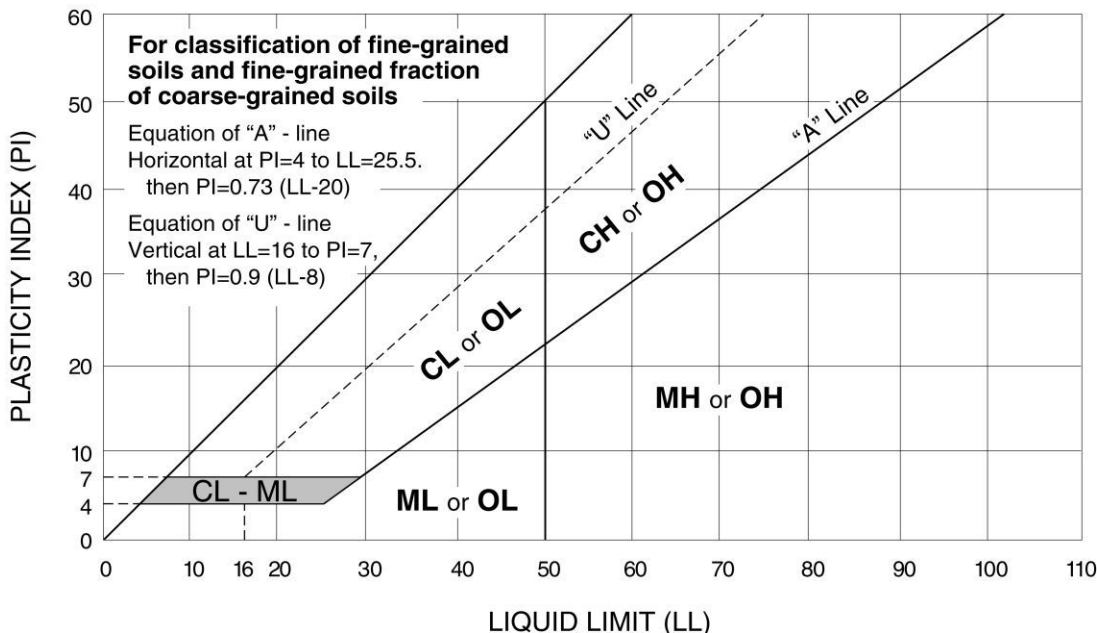
Term	Plasticity Index
Non-plastic	0
Low	1 - 10
Medium	11 - 30
High	> 30

# UNIFIED SOIL CLASSIFICATION SYSTEM

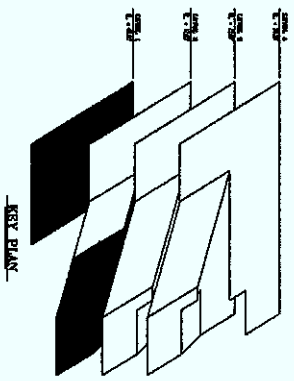
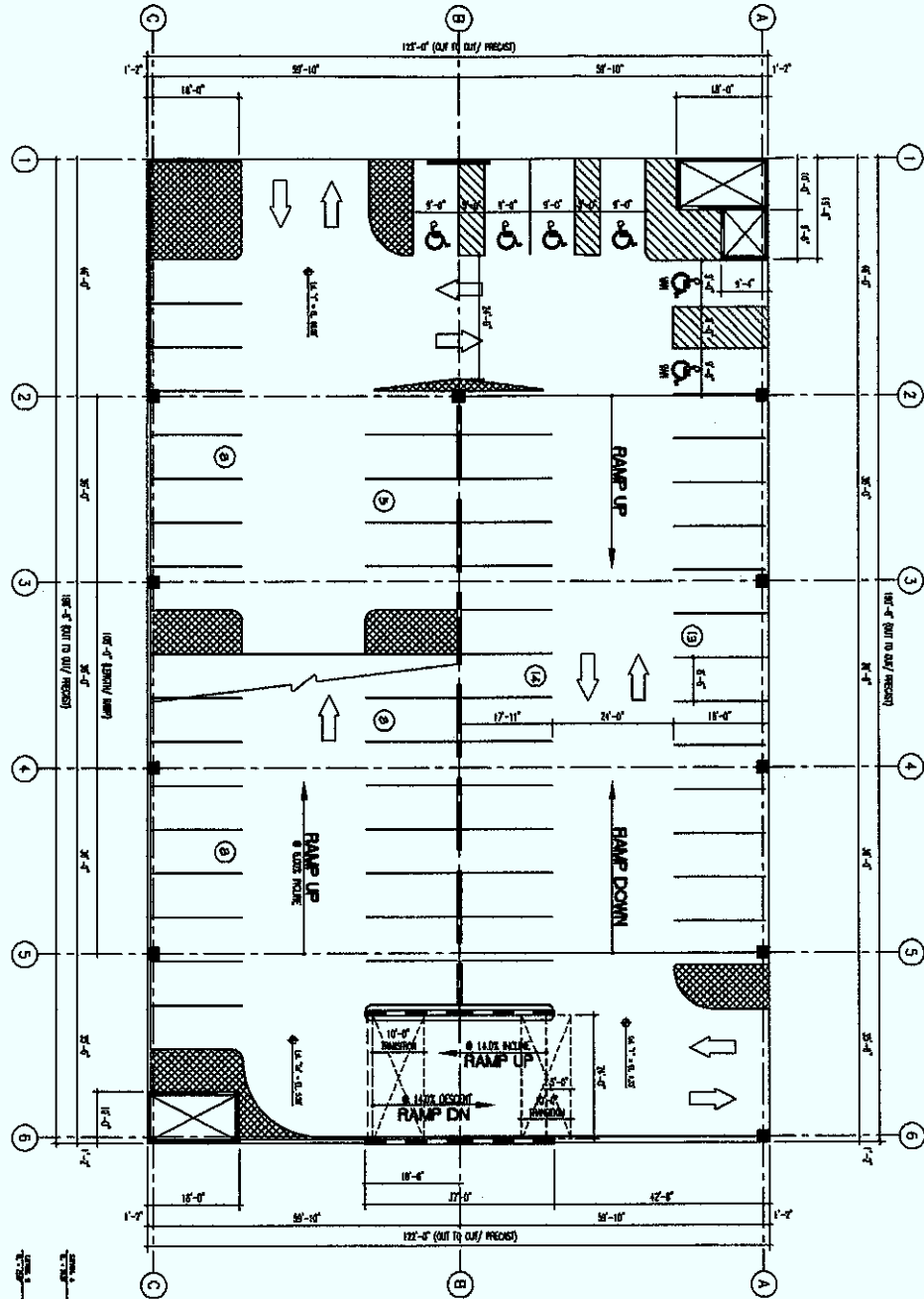
Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests <sup>A</sup>				Soil Classification		
				Group Symbol	Group Name <sup>B</sup>	
<b>Coarse Grained Soils:</b> More than 50% retained on No. 200 sieve	<b>Gravels:</b> More than 50% of coarse fraction retained on No. 4 sieve	<b>Clean Gravels:</b> Less than 5% fines <sup>C</sup>	$Cu \geq 4$ and $1 \leq Cc \leq 3$ <sup>E</sup>	GW	Well-graded gravel <sup>F</sup>	
		<b>Gravels with Fines:</b> More than 12% fines <sup>C</sup>	Fines classify as ML or MH	GP	Poorly graded gravel <sup>F</sup>	
			Fines classify as CL or CH	GM	Silty gravel <sup>F,G,H</sup>	
		<b>Sands:</b> 50% or more of coarse fraction passes No. 4 sieve	<b>Clean Sands:</b> Less than 5% fines <sup>D</sup>	$Cu \geq 6$ and $1 \leq Cc \leq 3$ <sup>E</sup>	GC	Clayey gravel <sup>F,G,H</sup>
	<b>Sands with Fines:</b> More than 12% fines <sup>D</sup>		Fines classify as ML or MH	SW	Well-graded sand <sup>I</sup>	
			Fines Classify as CL or CH	SP	Poorly graded sand <sup>I</sup>	
	<b>Fine-Grained Soils:</b> 50% or more passes the No. 200 sieve		<b>Silts and Clays:</b> Liquid limit less than 50	<b>Inorganic:</b>	$PI > 7$ and plots on or above "A" line <sup>J</sup>	SM
		$PI < 4$ or plots below "A" line <sup>J</sup>			SC	Clayey sand <sup>G,H,I</sup>
<b>Organic:</b>		Liquid limit - oven dried		< 0.75	CL	Lean clay <sup>K,L,M</sup>
		Liquid limit - not dried			ML	Silt <sup>K,L,M</sup>
<b>Silts and Clays:</b> Liquid limit 50 or more		<b>Inorganic:</b>	$PI$ plots on or above "A" line	OL	Organic clay <sup>K,L,M,N</sup>	
			$PI$ plots below "A" line	OH	Organic silt <sup>K,L,M,O</sup>	
		<b>Organic:</b>	Liquid limit - oven dried	< 0.75	CH	Fat clay <sup>K,L,M</sup>
			Liquid limit - not dried		MH	Elastic Silt <sup>K,L,M</sup>
<b>Highly organic soils:</b>	Primarily organic matter, dark in color, and organic odor			PT	Peat	

- <sup>A</sup> Based on the material passing the 3-in. (75-mm) sieve
- <sup>B</sup> If field sample contained cobbles or boulders, or both, add "with cobbles or boulders, or both" to group name.
- <sup>C</sup> Gravels with 5 to 12% fines require dual symbols: GW-GM well-graded gravel with silt, GW-GC well-graded gravel with clay, GP-GM poorly graded gravel with silt, GP-GC poorly graded gravel with clay.
- <sup>D</sup> Sands with 5 to 12% fines require dual symbols: SW-SM well-graded sand with silt, SW-SC well-graded sand with clay, SP-SM poorly graded sand with silt, SP-SC poorly graded sand with clay
- <sup>E</sup>  $Cu = D_{60}/D_{10}$      $Cc = \frac{(D_{30})^2}{D_{10} \times D_{60}}$
- <sup>F</sup> If soil contains  $\geq 15\%$  sand, add "with sand" to group name.
- <sup>G</sup> If fines classify as CL-ML, use dual symbol GC-GM, or SC-SM.

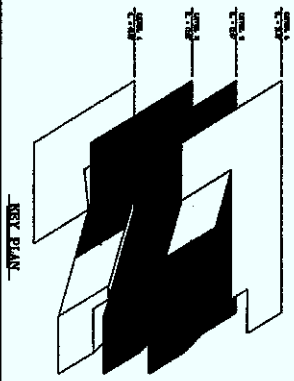
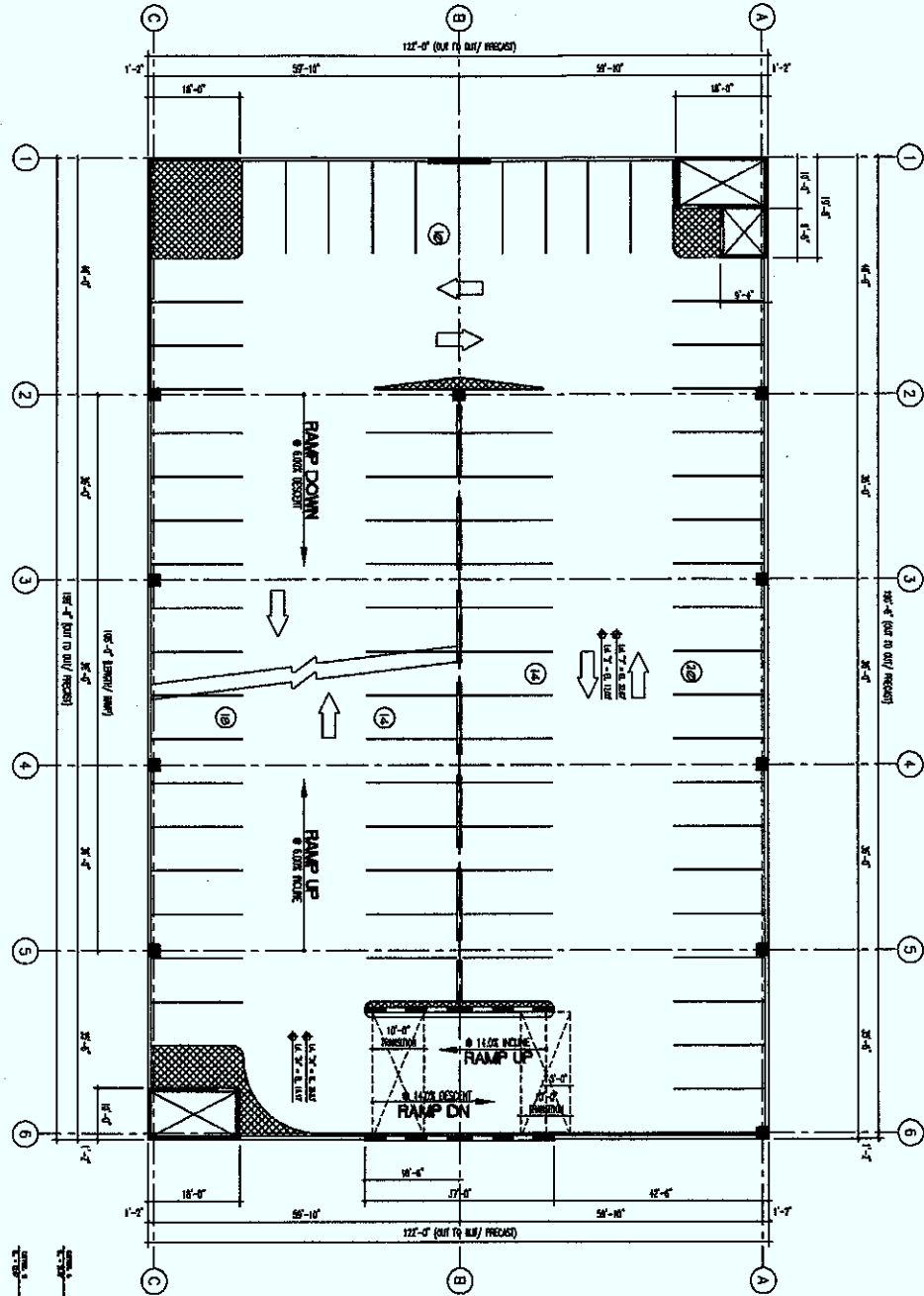
- <sup>H</sup> If fines are organic, add "with organic fines" to group name.
- <sup>I</sup> If soil contains  $\geq 15\%$  gravel, add "with gravel" to group name.
- <sup>J</sup> If Atterberg limits plot in shaded area, soil is a CL-ML, silty clay.
- <sup>K</sup> If soil contains 15 to 29% plus No. 200, add "with sand" or "with gravel," whichever is predominant.
- <sup>L</sup> If soil contains  $\geq 30\%$  plus No. 200 predominantly sand, add "sandy" to group name.
- <sup>M</sup> If soil contains  $\geq 30\%$  plus No. 200, predominantly gravel, add "gravelly" to group name.
- <sup>N</sup>  $PI \geq 4$  and plots on or above "A" line.
- <sup>O</sup>  $PI < 4$  or plots below "A" line.
- <sup>P</sup>  $PI$  plots on or above "A" line.
- <sup>Q</sup>  $PI$  plots below "A" line.



# APPENDIX “D”

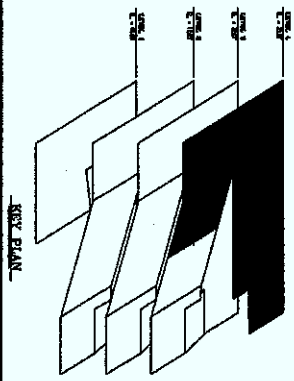
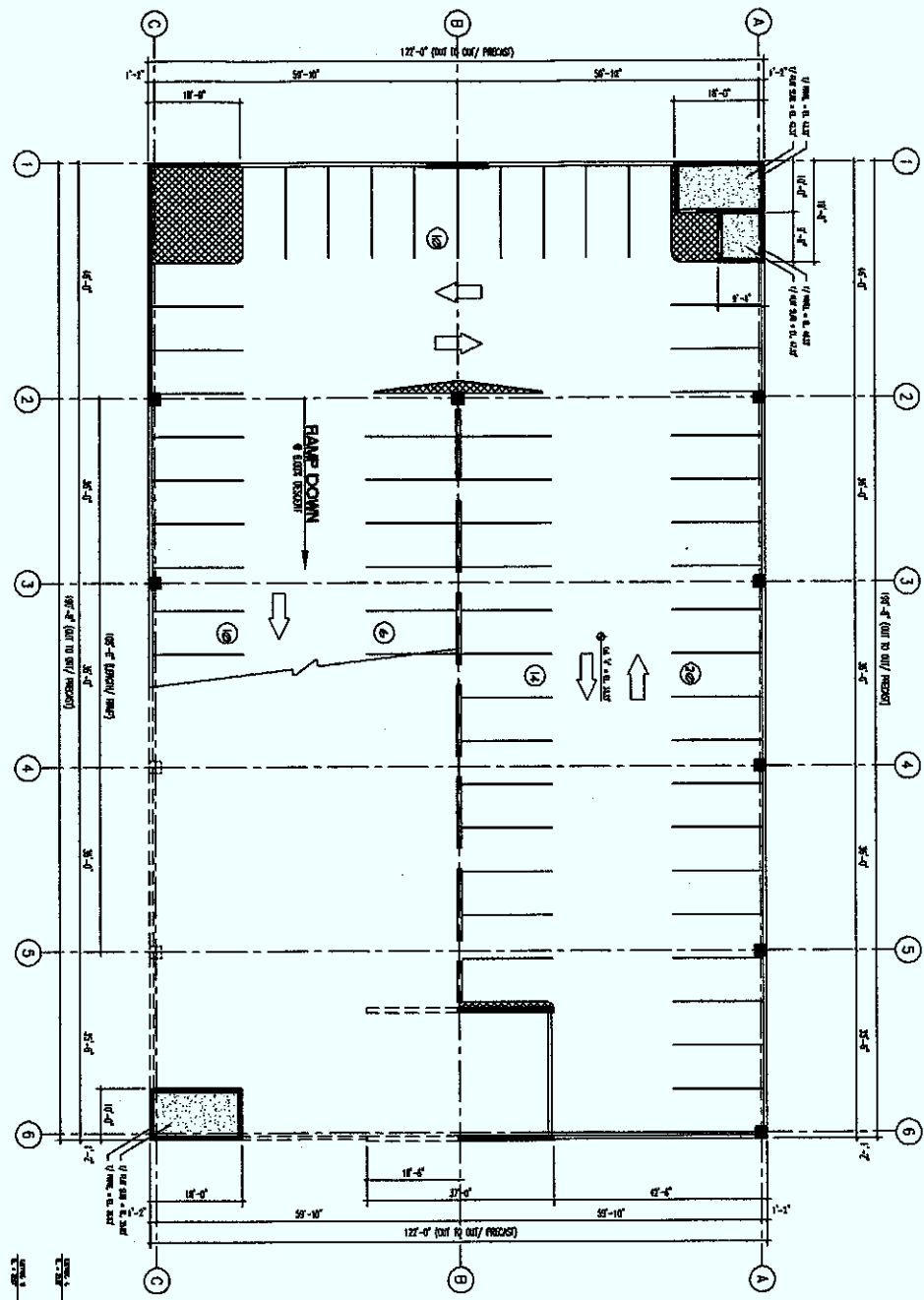


<b>Moseley Lot PD</b> Slab-on-Grade Level Greenville, N. Carolina		 <b>TINDALL CORPORATION</b> SOUTH CAROLINA DIVISION <small>P.O. BOX 1726, GREENVILLE, SOUTH CAROLINA 29616          803.733.7000, FAX: 803.733.7001          WWW.TINDALL.COM</small>		<b>REVISIONS</b> <table border="1"> <tr><th>NO.</th><th>DATE</th><th>DESCRIPTION</th></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>	NO.	DATE	DESCRIPTION										<small>Proprietary Data is included in the information disclosed herein and in the sale process of Tindall Corporation. This information is submitted in confidence and neither this document nor the information disclosed herein shall be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without the prior written permission of Tindall Corporation.</small>
NO.	DATE	DESCRIPTION															
DRAWING SCALE: 3/8" = 1'-0" DATE: 09/27/07 SHEET NO.: 5/01	CONTRACTOR:  ARCHITECT:  ENGINEER:  DESIGNER:  CHECKER:  APPROVED:  DATE:  FOR REVIEW & PRIOR ONLY - NOT FOR CONSTRUCTION																



<p><b>Moseley Lot PD</b> 2nd &amp; 3rd Level Parking Greenville, N. Carolina</p>		<p><b>Tindall</b> TINDALL CORPORATION SOUTH CAROLINA, GEORGIA</p>		<p><b>REVISIONS</b></p> <table border="1"> <thead> <tr> <th>NO.</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		NO.	DATE	DESCRIPTION													<p>Proprietary Data is included in the information contained herein and is the sole property of Tindall Corporation. This information is submitted in confidence and neither this document nor the information contained herein shall be released or transmitted to other documents or used as evidence in other proceedings or for any other purpose except as specifically authorized in writing by Tindall Corporation. Date:</p>	
NO.	DATE	DESCRIPTION																				
<p>DATE: 09/22/07 DRAWN BY: PJC CHECKED BY: PJC</p>	<p>CONTRACTOR:</p>	<p>PROJECT:</p>	<p>P.A. 801 57th WYOMING, SUITE 200A, GREENVILLE, SOUTH CAROLINA 29615 803-733-3333 For GREENVILLE office</p>	<p>For Review &amp; Plans Only - Not for Construction</p>	<p>DESCRIPTION</p>																	





<b>Moseley Lot PD</b> 4th Level Parking Greenville, N. Carolina		 <b>TINDALL CORPORATION</b> SOUTH CAROLINA DIVISION <small>P.O. BOX 1706, SPARTANBURG, SOUTH CAROLINA 29301          TEL: 803.582.1000 FAX: 803.582.1001          WWW.TINDALLCORP.COM</small>		REVISIONS <table border="1"> <tr><th>NO.</th><th>DATE</th><th>DESCRIPTION</th></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>	NO.	DATE	DESCRIPTION										PROPRIETARY DATA IS INCLUDED IN THE INFORMATION CONTAINED HEREIN AND IS THE SOLE PROPERTY OF TINDALL CORPORATION. THIS INFORMATION IS INTENDED TO BE USED FOR THE PROJECT SPECIFICALLY IDENTIFIED HEREIN AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF TINDALL CORPORATION.
NO.	DATE	DESCRIPTION															
DRAWN BY: JAC CHECKED BY: JAC DATE: 09/27/07 PROJECT NO: PD05	CONTRACTOR:	ARCHITECT:	For Walker & Price City - Not for Construction	DESCRIPTION:													



# City of Greenville, North Carolina

Meeting Date:  
12/10/2012  
Time: 6:00 PM

**Title of Item:** 2012-2013 Capital Reserve Fund calculation and designations

**Explanation:** **Abstract:** This item is to update the City Council on the calculation for the potential transfer to the Capital Reserve from the General Fund based on audited year-end results for the fiscal year ended June 30, 2012. Additionally, attached is the updated designations and ordinance of the projects as identified within the Capital Reserve Fund.

**Explanation:** Attached is a computation illustrating the portion of General Fund available for the annual capital reserve transfer. Historically, following completion of the annual audit, the City Council considers a staff recommendation to transfer unassigned General Fund balance monies along with recommended capital improvement designations. Because of fund balance already appropriated and the impact the 2012 real estate property revaluation may have on the City's budget, staff recommends City Council delay consideration of making additional capital reserve designations at this time.

Using the June 30, 2012, audit results, the attached report shows an amount of unassigned General Fund balance of \$4,227,766 that could be used for operating expenses and/or capital improvement needs. Additionally, there is unappropriated Capital Reserve Fund interest income of \$53,232.

The following documents are attached:

1. Computation of General Fund Monies Available for Transfer to Capital Reserve – This report is based on the unassigned General Fund balance in excess of the 14% reserve requirement established by City Council policy and the approved 2012-2013 General Fund budget expenditures, excluding Powell Bill (gas tax) funds. This amount is the starting point for calculating the available General Fund that can be used for operating and/or capital improvement needs. Under normal economic conditions, staff recommends transferring the adjusted amount of available funds to the Capital Reserve Fund. Finally, the amount of General Fund available for transfer to the Capital Reserve Fund

is reduced by the fiscal year 2011/2012 General Fund budget amendments approved and presented through December 2012.

2. Capital Reserve Fund - Detail of Changes in Designations – This report shows the Capital Reserve Fund with the capital project designations the City Council approved on November 14, 2011, and the project budget changes over the past 12 months. Staff is not currently proposing the addition of any capital projects. Therefore, there is a total of \$4,227,766 and another \$53,232 from Capital Reserve interest income that is available for operating and/or capital reserve needs or to address potential 2012-2013 budget shortfalls and/or other capital projects identified during the 2013-2014 budget process.

3. Proposed ordinance amending the Capital Reserve Fund.

**Fiscal Note:**

The calculated transfer according to policy from the General Fund into the Capital Reserve Fund is \$4,227,766, and the unallocated Capital Reserve interest income is \$53,232 (Total = \$4,280,998).

**Recommendation:**

Approve the attached ordinance amending the Capital Reserve Fund designations for 2012-2013 that include no new designations.

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

**Attachments / click to download**

- [Capital Reserve Update Calculation 652347](#)
  - [Capital Reserve Designations 606168](#)
  - [Update to Capital Reserve Fund Ordinance 612543](#)
-

**Computation of General Fund Monies Available for Transfer to Capital Reserve  
Fiscal Year 2012-2013**

2012-2013** General Fund Budget	Percent	Total Balance Required	Unassigned* Fund Balance	Amount Available For Transfer
72,100,231	14%	10,094,032	14,683,133	4,589,101
		\$ 4,589,101		Amount Available for Transfer to Capital Reserve Fund
		(361,335)		Budget Ordinance Amendments (FY 2012/2013), through December
		<u>\$ 4,227,766</u>		Amount Available for Operating and Capital Improvement Needs
		53,232		Capital Reserve Interest (Unallocated)
		<u><u>\$ 4,280,998</u></u>		Total Unallocated Funds Historically Used for CIP

\* 2012-2013 Audit, Exhibit C - Updated subsequent to Audit Committee Meeting 10.2.12  
 \*\* Excluding Powell Bill (gas tax) funds

Capital Reserve Fund - Detail of Changes in Designations - December 10, 2012

Purpose	Designations March 5, 2012	Increase	Decrease	Proposed Designations December 10, 2012
Parking Deck	\$ 1,779,565	\$ -	\$ -	\$ 1,779,565
Transportation				
Sidewalk Construction - DOT projects	\$ 122,059	-	(70,000)	\$ 52,059
Subtotal Transportation	\$ 122,059	-		\$ 52,059
Parking Station Reserves	\$ -	12,591	-	\$ 12,591
Recreation and Parks				
Dream Park	\$ -	250,000	(250,000)	\$ -
Open Space for Land Banking	\$ 122,153	-	(98,000)	\$ 24,153
Subtotal Recreation and Parks	\$ 122,153			\$ 24,153
<b>Total</b>	<b>\$ 2,023,777</b>	<b>\$ 262,591</b>	<b>\$ (418,000)</b>	<b>\$ 1,868,368</b>

Internal Note: There is approximately \$53,232 from interest that can be designated within the Capital Reserve Fund as of December 10, 2012

- A** August Budget Amendment to move the \$250,000 into the Dream Park Capital Project fund
- B** November Budget Amendment to complete the Dickinson Bridge painting project
- C** December Budget Amendment to purchase property for parking at the Bradford Creek Soccer Complex

#606168 v12

ORDINANCE NO. 12-  
AN ORDINANCE AMENDING THE CAPITAL RESERVE FUND  
FOR THE CITY OF GREENVILLE

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

Section I. The Capital Reserve Fund is amended as follows:

<u>Amount</u>	<u>Sources of Monies</u>	<u>Purpose</u>	<u>Accumulation Period</u>
\$ 1,779,565	General Fund	Parking Deck	5 years
12,591	General Fund	Parking Station Reserves	5 years
52,059	General Fund	Transportation	10 years
24,153	General Fund	Open Space for Land Banking	5 years
<u>\$1,868,368</u>			

Section II. All ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed.

Section III. This ordinance will become effective upon its adoption.

Adopted this 10th day of December, 2012.

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

ATTEST:

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



# City of Greenville, North Carolina

**Meeting Date:**  
**12/10/2012**  
**Time: 6:00 PM**

**Title of Item:** Budget ordinance amendment #4 to the 2012-2013 City of Greenville budget (Ordinance #12-027), amendment to the Emergency Operations Center Project fund budget (Ordinance #11.056.2) and request to redirect funding for Countryside Land Acquisition

**Explanation:** **Abstract:** The budget amendment is for City Council to review and approve proposed changes to the adopted 2012-2013 budget that have been submitted by Department Heads.

**Explanation:**

**1)** Attached is an amendment to the 2012-2013 budget ordinance for consideration at the December 10, 2012, City Council meeting. For ease of reference, a footnote has been added to each line item of the budget ordinance amendment, which corresponds to the explanation below:

**A** To carry over unused funds donated to the Recreation and Parks, Fire/Rescue, Police, Financial Services and Community Development Departments. Carry-over amounts are reviewed and calculated annually at the conclusion of the annual audit (\$144,086).

**B** To reappropriate unused ADA Improvement funds that were appropriated in prior year for improvements at Eppes Recreation Center. A contractor has been identified this fiscal year (\$32,581).

**C** To appropriate fund balance for insurance receipts from prior year that will be used to make repairs at Greenwood Cemetery (\$8,864).

**D** Allocate Capital Reserve funds to purchase property for parking purposes at the Bradford Creek Soccer Complex (\$98,000).

**E** Appropriate Contingency funds to purchase an emergency generator and cable tray for the Emergency Operations Center (EOC) (\$48,700).

2) The Recreation and Parks department has requested funds initially approved for Countryside Land Acquisition be redirected to Aquatics and Fitness Center roof repairs for approximately \$65,000 and to complete improvements for Guy Smith Stadium roof decking for \$35,000. Since this budget activity would occur within the Capital Improvements, no amendment is legally required (\$100,000).

**Fiscal Note:**

The budget ordinance amendment affects the following funds: increase General Fund by \$283,531, increase the Capital Reserve Fund by \$98,000; and increase the Emergency Operations Center by \$48,700.

<u>Fund Name</u>	<u>Original /Amended Budget</u>	<u>Proposed Amendment</u>	<u>Amended Budget 12/10/2012</u>
General	\$ 77,654,777	\$ 283,531	\$ 77,938,308
Capital Reserve	\$ 332,591	\$ 98,000	\$ 430,591
Emergency Operations Center	\$ 1,000,000	\$ 48,700	\$ 1,048,700

**Recommendation:**

Approve budget ordinance amendment #4 to the 2012-2013 City of Greenville budget (Ordinance #12-027) amendment to the Emergency Operations Center Project fund budget (Ordinance #11.056.2) and the request to redirect funding for Countryside Land Acquisition

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

**Attachments / click to download**

[Budget Amendment FY 2012 2013 932360](#)

[Capital Budget change Council Brief 942353](#)



ORDINANCE NO. -  
CITY OF GREENVILLE, NORTH CAROLINA  
Ordinance (#4) Amending the 2012-2013 Budget (Ordinance No. 12-027) and  
amendment to the Emergency Operations Center Project Budget (Ordinance No. 11.056.2)

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

Section I: Estimated Revenues and Appropriations. **General Fund**, of Ordinance 12-027, is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	ORIGINAL 2012-2013 BUDGET	#4 Amended 12/10/12	Total Amendments	Amended 2012-2013 Budget
<b>ESTIMATED REVENUES</b>				
Property Tax	\$ 29,312,043	\$ -	\$ -	\$ 29,312,043
Sales Tax	14,611,439	-	-	14,611,439
Utilities Franchise Tax	5,540,166	-	-	5,540,166
Other Unrestricted Intergov't Revenue	2,739,598	-	-	2,739,598
Powell Bill	2,157,640	-	-	2,157,640
Restricted Intergov't Revenues	1,006,337	-	306,932	1,313,269
Privilege License	627,800	-	-	627,800
Other Licenses, Permits and Fees	4,118,755	-	-	4,118,755
Rescue Service Transport	3,062,835	-	-	3,062,835
Other Sales & Services	921,707	-	-	921,707
Other Revenues	397,449	-	-	397,449
Interest on Investments	1,768,922	-	-	1,768,922
Transfers In GUC	5,952,192	-	-	5,952,192
Other Financing Sources	404,920	D 98,000	168,000	572,920
Appropriated Fund Balance	4,480,238	A,B,C 185,531	361,335	4,841,573
<b>TOTAL REVENUES</b>	<b>\$ 77,102,041</b>	<b>\$ 283,531</b>	<b>\$ 836,267</b>	<b>\$ 77,938,308</b>

<b>APPROPRIATIONS</b>				
Mayor/City Council	\$ 308,647	\$ -	\$ -	\$ 308,647
City Manager	1,210,711	-	80,307	1,291,018
City Clerk	271,798	-	-	271,798
City Attorney	446,673	-	-	446,673
Human Resources	2,512,101	-	-	2,512,101
Information Technology	2,965,501	-	-	2,965,501
Fire/Rescue	13,364,981	A 20,611	68,194	13,433,175
Financial Services	2,352,946	A 1,396	1,396	2,354,342
Recreation & Parks	7,264,287	A,B 126,985	148,485	7,412,772
Police	22,675,599	A 25,661	185,234	22,860,833
Public Works	10,276,600	C 8,864	43,864	10,320,464
Community Development	1,698,394	A 2,014	46,790	1,745,184
OPEB	300,000	-	-	300,000
Contingency	181,871	E (48,700)	44,373	226,244
Indirect Cost Reimbursement	(1,014,572)	-	-	(1,014,572)
Capital Improvements	6,293,123	D 98,000	(405,631)	5,887,492
Total Appropriations	\$ 71,108,660	\$ 234,831	\$ 213,012	\$ 71,321,672

<b>OTHER FINANCING SOURCES</b>				
Debt Service	\$ 4,041,455	\$ -	\$ -	\$ 4,041,455
Transfers to Other Funds	1,951,926	E 48,700	623,255	2,575,181
	\$ 5,993,381	\$ 48,700	\$ 623,255	\$ 6,616,636
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 77,102,041</b>	<b>\$ 283,531</b>	<b>\$ 836,267</b>	<b>\$ 77,938,308</b>

Section II: Estimated Revenues and Appropriations. **Capital Reserve Fund**, of Ordinance 12-027, is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	ORIGINAL 2012-2013 BUDGET	Amended 12/10/12	Total Amendments	Amended 2012-2013 Budget
<b>ESTIMATED REVENUES</b>				
Appropriated Fund Balance	\$ -	D \$ 98,000	\$ 418,000	\$ 418,000
Transfer from General Fund	-	-	12,591	12,591
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 98,000</b>	<b>\$ 430,591</b>	<b>\$ 430,591</b>
<b>APPROPRIATIONS</b>				
Transfer to Other Funds	\$ -	D \$ 98,000	\$ 418,000	\$ 418,000
Increase in Reserve	-	-	12,591	12,591
Total Expenditures	\$ -	\$ 98,000	\$ 430,591	\$ 430,591
<b>TOTAL APPROPRIATIONS</b>	<b>\$ -</b>	<b>\$ 98,000</b>	<b>\$ 430,591</b>	<b>\$ 430,591</b>

Section III: Estimated Revenues and Appropriations. **Emergency Operations Center Project Fund**, of Ordinance 11-056.2, is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	ORIGINAL BUDGET	Amended 12/10/12	Total Amendments	Amended Budget
<b>ESTIMATED REVENUES</b>				
Fed/State/Loc Grant	\$ 600,000	\$ -	\$ -	\$ 600,000
Transfer from General Fund	400,000	E 48,700	48,700	448,700
<b>TOTAL REVENUES</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 48,700</b>	<b>\$ 1,048,700</b>
<b>APPROPRIATIONS</b>				
Capital Improvements	\$ 1,000,000	E \$ 48,700	\$ 48,700	\$ 1,048,700
Total Expenditures	\$ 1,000,000	\$ 48,700	\$ 48,700	\$ 1,048,700
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,000,000</b>	<b>\$ 48,700</b>	<b>\$ 48,700</b>	<b>\$ 1,048,700</b>

Section IV: All ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed.

Section V: This ordinance will become effective upon its adoption.

Adopted this 10th day of December, 2012.

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

ATTEST:

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

To address the need for a park in the Countryside Estates area, in far north Greenville, \$100,000 was set aside and placed in the capital budget for land acquisition. Though the need for a park in this area remains, we wish to use these funds for two more pressing needs:

(1) Greenville Aquatics and Fitness Center — Deterioration of the sub roof on a section of the Aquatics and Fitness Center is causing interior building damage during rain events.

A consultant report indicates we need to replace this section along with remedial repair to the remainder of the roof (flashing work, etc.). Estimated cost is \$65,000, though there is a potential for hidden conditions.

This need was first identified in 2009.



2) Guy Smith Stadium; preservation/renovations efforts:

Work accomplished in the first phase of renovations included:

- Steel panels welded in place to repair rust holes and weak points. This applied to both steel decking and structural steel components. All applied metal was painted.
- Unstable brick was removed/replaced, and/or re-pointed as needed to ensure the brick façade is stable.
- Replaced failed sewer line from the building to the GUC main line.

Phase II renovations, will include replacement of rotted roof decking, which is evident as spot locations but not throughout. Estimated cost is \$35,000,



Example: Guy Smith Stadium Roof decking needing replacement

