



Agenda

Greenville City Council

April 9, 2018
6:00 PM

City Council Chambers
200 West Fifth Street

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

I. Call Meeting To Order

II. Invocation - Council Member Litchfield

III. Pledge of Allegiance

IV. Roll Call

V. Approval of Agenda

- **Public Comment Period**

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

VI. Consent Agenda

1. Minutes from the February 8 and March 8, 2018 City Council meetings
2. Contract with Cherry Bekaert, LLP for auditing services for Fiscal Year 2017-2018
3. Various tax refunds greater than \$100

4. Letter of endorsement for NC Arts Council SmART Initiatives Grant

VII. New Business

5. Presentations by Boards and Commissions:
 - a. Recreation and Parks Commission
 - b. Bicycle and Pedestrian Commission
6. Resolution authorizing the conveyance of City-owned property at 801 Vanderbilt Lane to Habitat for Humanity of Pitt County
7. Contract Award for Town Common Restroom Construction
8. Ordinance Approving 2017-2018 Capital Reserve Fund Designations
9. Budget Ordinance Amendment #8 to the 2017-2018 City of Greenville Budget (Ordinance #17-040) and Capital Projects Fund (Ordinance #17-024)
10. Preview of the City's proposed operating budget for Fiscal Year 2018-2019 and financial plan for Fiscal Year 2019-2020

VIII. Review of April 12, 2018 City Council Agenda

IX. City Manager's Report

X. Comments from Mayor and City Council

XI. Closed Session

- To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes
- To consult with an attorney employed by or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body

XII. Adjournment



City of Greenville, North Carolina

Meeting Date: 4/9/2018
Time: 6:00 PM

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- Title of Item:** Minutes from the February 8 and March 8, 2018 City Council meetings
- Explanation:** Proposed minutes from City Council meetings held on February 8 and March 8, 2018 are presented for review and approval
- Fiscal Note:** There is no direct cost to the City.
- Recommendation:** Review and approve proposed minutes from City Council meetings held on February 8 and March 8, 2018
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Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

- [Proposed Minutes of the February 8, 2018 City Council Meeting 1074429](#)
 - [Proposed Minutes of the March 8, 2018 City Council Meeting 1077305](#)
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PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, FEBRUARY 8, 2018



A regular meeting of the Greenville City Council was held on Thursday, February 8, 2018 in the Council Chambers, located on the third floor at City Hall, with Mayor P. J. Connelly presiding. Mayor Connelly called the meeting to order at 6:00 pm. Council Member Kandie Smith gave the invocation, followed by the Pledge of Allegiance.

Those Present:

Mayor P. J. Connelly, Mayor Pro-Tem Rose H. Glover and Council Members Kandie D. Smith, Will Bell, Rick Smiley, William F. Litchfield, Jr. and Brian V. Meyerhoeffer, Jr.

Those Absent:

None

Also Present:

City Manager Ann E. Wall, City Attorney Emanuel D. McGirt, City Clerk Carol L. Barwick and Deputy City Clerk Polly W. Jones

APPROVAL OF THE AGENDA

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

PUBLIC COMMENT PERIOD

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

Landon Weaver – No Address Given

Mr. Weaver stated he represents Bill Clark Homes and would like to address the voluntary annexation request scheduled for discussion on this meeting's agenda. He thanked the City Manager, City Staff and GUC for getting this item on the agenda. He said that since this was not a public hearing item, he wanted the City Council to be aware that he was in the audience should they have any questions when this item is discussed. He stated he feels this will be a successful project for Greenville, Pitt County and Bill Clark Homes if the City Council approves this item.



Jim Blount – 300 Crown Point

Mr. Blount stated he was speaking in regard to the Imperial Tobacco Site item and noted he is a member of the development team for the Hallmark-Seacoast Communities Group. He stated they wish to thank DFI for inviting them to submit a proposal for the Imperial Site. He has met with his development team and, if they are lucky enough to be selected as the master developer, they would like to offer the flexibility in phasing the first phase for a commercial office component by partnering with another company – The Keith Corporation – who has been vetted by the City. The Keith Corporation, which is out of Charlotte, has a lot of experience on the commercial office component side and Hallmark-Seacoast would defer to them for all the work. Mr. Blount stated they feel it is important to push out a jobs-first initiative for this proposal as they have seen over the past 30-45 days a significant amount of new projects discussed and come online with requests to develop student housing. Hallmark-Seacoast is fully invested in the Dickinson Avenue corridor. They understand the area, support the City's vision and they want to participate. But, if the City is looking for a company that will come in, ramp up and develop in 5-7 years according to the plans that are there, Hallmark-Seacoast is the wrong group. They would not be able to participate in that. They have seen housing teed up in the last six months and in talking to their lease offices, it is very competitive right now in both student housing and market-rate housing. This is why they feel pushing the jobs-first piece would be the way to go if they are selected.

Mr. Blount said as a quick update on the University Edge/Dickinson Lofts, the project is on time and within budget. Things are going well. But the lease-up component is absolutely brutal with three student housing projects coming online right now.

Dillon Godley – Wimbledon Drive

Mr. Godley stated that in pre-election conversations with some of the current City Council, he expressed apprehension about the City's decision to play an active development role in the Imperial Warehouse Site's future rather than sell the land outright to private interests. Core concerns included setting the precedent for blatant municipal land speculation, the myriad opportunities for City staff and politicians to run afoul of procedural and ethical regulations and the potential for the site to become a political football for both the City and special interests. Based on the intense lobbying of City Hall by the main master developers /competitors, the lack of transparency in releasing the proposals for the public's review and the dismissive condescension of an ex-councilman's mayoral campaign toward these real dangers to City involvement, his fears have merit. The attention dedicated to this political hobby is shameful in view of the real issues such as infrastructure, emergency first response and economic development that must be addressed. Now this is an inherited issue and this Council is tasked with what will amount unfortunately to a political resolution. Two master developers have presented proposals after the City partnered with DFI for solicitations. They offer mixes of commercial office, market-rate and affordable housing, retail and open space. One developer, Armada Hoffler, intends to develop the entire site after finalizing civil plans. Hallmark-Seacoast has signaled a willingness to phase



their development of the site, with an initial focus on office and retail space. Mr. Godley stated he has two grave concerns:

- Michael Lemanski is an ex-director at DFI that has closely worked with Imperial through DFI and Armada Hoffler. To have jumped from the soliciting agency to a master developer competitor is suspicious. He is currently off the project, according to Mr. Godley's sources, but there are no guarantees he will not receive a finder's fee or be incorporated in future phases of Imperial Warehouse work.
- Jordan Jones is, to Mr. Godley's understanding, the prior DFI consultant on this project, but he is a business partner of Mr. Lemanski in enterprises such as Watershed Ventures. There is no guarantee his close relationship to Mr. Lemanski did not taint the integrity of this process.

Mr. Godley asked what ethical safeguards exist to prevent undue interference. Word leaked that staff recommended awarding the project to Armada Hoffler, then pulled that recommendation. If that is true, good. The relationships he has outlined deserve even greater scrutiny. Considering political sensitivity to housing and Armada Hoffler's desire to develop the Imperial Site at once, Mr. Godley stated he harbors qualms about their flexibility in terms of phasing and direction. He appreciates that Hallmark-Seacoast has an established local partner, a desire to arrange phasing to meet City direction and, to his knowledge, no conflicts of interest with the soliciting agency, the City and DFI. Regardless of the final choice, he hopes the Council makes its decision after rigorously vetting all site proposals and developer relationships. If Greenville means business, backroom politicking between staff, consultants and politicians must cease so that this City may lead rather than discredit the East.

Anthony Rathsco – No Address Given

Mr. Rathsco stated he had not planned to speak, but he is speaking on behalf of himself, fellow ECU students and students at Pitt Community College and all surrounding areas. He is a behavioral specialist at South Greenville Elementary and works with kids from ages 6 to 12, and he is also a deejay in Greenville. He is only 23, but has spent the last 6 years in Greenville, having relocated from Washington, DC. He loves Greenville, but feels it isn't where it could be as a community. It is Black History month and there are a lot of strong Black leaders that have come before him to stand for one thing, and that is unity. As a deejay, Mr. Rathsco stated he does his best to bring people together through music. At his parties, he wants people to come together and socialize, unified, and express with each other and show love, all in peace. While he does the best he can at this, he is faced with discrimination, harassment sometimes and funny looks by people that have been sworn to protect the people of this community. He has had parties where owners have agreed to do a card check with him, then cheated him out of his money. They have tricked him into returning the keys to their buildings, hung up on him, and have even gone as far as saying "we don't want your kind here." They try to intimidate him with officers. He asked why people still have to deal with this in 2018. He is very peaceful, but wonders why people of color who come to be peaceful are not allowed to unify without being under the microscope, while others are allowed to walk the streets of Greenville being rabble rousers



and breaking many laws without consequence. It is very frustrating to see this country still in this state where people choose to hate rather than to love. He spoke to a council woman yesterday about his frustration over being discriminated against and having to cancel a party because someone didn't like the color of his skin. Many people of his color don't have places to go to express themselves and have a good time. Venues around here make it clear they don't really want them around. He respects Greenville, but thinks it can do better.

Hearing no one else who wished to address the City Council and Mayor Connelly closed the public comment period at 6:18 pm.

APPOINTMENTS

APPOINTMENTS TO BOARDS AND COMMISSIONS

Affordable Housing Loan Committee

Council Member Smith made a motion to appoint Jack Brock to fill an unexpired term that will expire February 2020 in replacement of Melinda Dixon, who had resigned. Council Member Smiley seconded the motion and it carried unanimously. Council Member Smith continued all remaining appointments.

Community Appearance Commission

Council Member Smiley continued all appointments.

Greenville Bicycle & Pedestrian Commission

Council Member Bell made a motion to reappoint Roy Ennis to a first three-year term that will expire January 2021 and to appoint Connor Tanferno to a first three-year term that will expire January 2021 in replacement of Robert Turner, who did not seek an additional term. Council Member Smiley seconded the motion and it carried unanimously.

Historic Preservation Commission

Council Member Litchfield continued all appointments.

Human Relations Council

Mayor Pro-Tem Glover made a motion to appoint Todd Fraley to fill an unexpired term that will expire September 2020 in replacement of William Neely, who had resigned, and to appoint Antoinette Litz to fill an unexpired term that will expire September 2020 in replacement of Rajesh Verma, who had resigned. Council Member Smiley seconded the motion and it carried unanimously. Mayor Pro-Tem Glover continued all remaining appointments.



Pitt-Greenville Convention & Visitors Authority

Council Member Meyerhoeffer made a motion to recommend to the Pitt County Board of Commissioners that Eric Vibbert be appointed to replace Christopher Jenkins, who had resigned. Council Smiley seconded the motion and it passed unanimously. Council Member Meyerhoeffer continued all remaining recommendations.

Police Community Relations Committee

Mayor Pro-Tem Glover continued the appointment of Leonard Naipaul’s seat.

Public Transportation & Parking Commission

Mayor Pro-Tem Glover made a motion to reappoint Dee Dinsdale, Warren Daniels and Andrew Denton, each to first three-year terms that will expire January 2021, and to reappoint Charles Moore to a second three-year term that will expire January 2021. Council Member Litchfield seconded the motion and it carried unanimously.

Redevelopment Commission

Council Member Litchfield made a motion to appoint Alan Brock to a first and final five-year term that will expire November 14, 2022 in replacement of Jeremy King, who was no longer eligible to serve. Council Member Meyerhoeffer seconded the motion and it carried unanimously

Youth Council

Mayor Pro-Tem Glover continued all appointments.

NEW BUSINESS

PUBLIC HEARINGS

ORDINANCE TO ANNEX PARKSIDE BLUFFS, SECTION 2, PHASE 1A, LOT 4 INVOLVING 3.329 ACRES LOCATED AT THE CURRENT TERMINUS OF PARKSIDE DRIVE – (Ordinance No. 18-007)

Planner Chantae Gooby showed a map depicting the proposed annexation area, which is located within Grimesland Township in voting district #3. The property is currently vacant with no population, and no population is expected at full development. Current zoning is CG (General Commercial), with the proposed use being 26,100 square feet of commercial space. Present tax value is \$179,657, with tax value at full development estimated at \$2,789,657.

Mayor Connelly declared the public hearing for the proposed annexation open at 6:23 pm and invited anyone wishing to speak in favor to come forward.



Hearing no one, Mayor Connelly invited comment in opposition. Also hearing none, Mayor Connelly closed the public hearing at 6:24 pm.

Mayor Pro-Tem Glover moved to adopt the ordinance to annex Parkside Bluffs, Section 2, Phase 1A, Lot 4. Council Member Meyerhoeffer seconded the motion, which passed by unanimous vote.

ORDINANCE REQUESTED BY H. E. WHICHARD, JR. TO REZONE 0.738 ACRES LOCATED AT THE SOUTHWESTERN CORNER OF THE INTERSECTION OF EAST ARLINGTON BOULEVARD AND RED BANKS ROAD FROM OR (OFFICE-RESIDENTIAL [HIGH DENSITY MULTI-FAMILY]) TO CG (GENERAL COMMERCIAL) – (Ordinance No. 18-008)

Planner Chantae Gooby stated Amanda M. Garris and Karl B. Manning et. al. have requested to rezone 0.738 acres located at the southwestern corner of the intersection of East Arlington Boulevard and Red Banks Road from OR (Office-Residential [High Density Multi-Family]) to CG (General Commercial).

Based on the possible uses permitted by the requested rezoning, the proposed rezoning classification could generate 477 trips to and from the site on East Arlington Boulevard, which is a net increase of 314 additional trips per day. During the review process, measures to mitigate the traffic will be determined.

In 1976, the property was incorporated into the City's extra-territorial jurisdiction (ETJ) and zoned to its current zoning as part of a large-scale ETJ extension. Water and Sanitary Sewer are available. There are no known historical conditions/constraints on this property, nor are there any known environmental conditions/constraints.

Under the current zoning, Ms. Gooby stated the property was formerly BB&T Bank. Under the proposed zoning, staff would anticipate the current building (or new construction of similar size) being used as a fast food restaurant. The anticipated build-out time is within one year.

Surrounding land uses and zoning are as follows:

North: CG – Arlington Village

South: OR – Vacant (owned by Wells Fargo Bank)

East: OR - Vacant

West: CG – Wells Fargo Bank

Ms. Gooby stated that, in staff's opinion, the request is in compliance with Horizons 2026: Greenville's Community Plan and the Future Land Use Plan and Character Map. "In compliance with the comprehensive plan" should be construed as meaning the requested zoning is (i) either specifically recommended in the text of the Horizons Plan (or addendum to the plan) or is predominantly or completely surrounded by the same or compatible and desirable zoning and (ii) promotes the desired urban form. The requested district is



considered desirable and in the public interest, and staff recommends approval of the requested rezoning.

Ms. Gooby stated the Planning and Zoning Commission voted unanimously to recommend approval of the request at its January 16, 2018 meeting.

Mayor Connelly declared the public hearing for the proposed rezoning open at 6:31 pm and invited anyone wishing to speak in favor to come forward.

Mike Baldwin – No Address Given

Mr. Baldwin, representing the applicant, stated he is available to answer any questions the Council may have. He noted the property is across the street from La Ribera and they will work to better the current situation at that intersection.

Hearing no one else wishing to speak in favor of the proposed rezoning, Mayor Connelly invited comment in opposition. Also hearing none, Mayor Connelly closed the public hearing at 6:35 pm.

Mayor Pro-Tem Glover moved to adopt the ordinance to rezone 0.738 acres located at the southwestern corner of the intersection of East Arlington Boulevard and Red Banks Road from OR (Office-Residential [High Density Multi-Family]) to CG (General Commercial). Council Member Bell seconded the motion, which passed by unanimous vote.

ORDINANCE REQUESTED BY PORTERS CROSSING RESIDENTIAL, LLC TO REZONE 1.416 ACRES LOCATED AT THE NORTHEASTERN CORNER OF THE INTERSECTION OF COUNTY HOME ROAD AND OLD FIRE TOWER ROAD FROM OR (OFFICE-RESIDENTIAL [HIGH DENSITY MULTI-FAMILY]) TO CG (GENERAL COMMERCIAL) – (Ordinance No. 18-009)

Planner Chantae Gooby stated Amanda M. Garris and Karl B. Manning et. al. have requested to rezone 1.416 acres located at the northeastern corner of the intersection of County Home Road and Old Fire Tower Road from OR (Office-Residential [High Density Multi-Family]) to CG (General Commercial).

Based on the possible uses permitted by the requested rezoning, the proposed rezoning classification could generate 2,164 trips to and from the site on County Home Road, which is a net increase of 2,064 additional trips per day. During the review process, measures to mitigate the traffic will be determined. A traffic assessment may be required.

In 1976, the property was incorporated into the City's extra-territorial jurisdiction (ETJ) and zoned RA20 as part of a large-scale ETJ extension. In 1989, the property was rezoned to its current zoning. Water and Sanitary Sewer are available in the rights-of-way of County Home Road and Old Fire Tower Road. There are no known historical conditions or



constraints on this property, nor are there any known environmental conditions or constraints.

Under the current zoning, Ms. Gooby stated the site could accommodate 15+/- multi-family units (1, 2 and 3 bedroom). Under the proposed zoning, the site could accommodate a mixed retail/service development with one (1) conventional restaurant (5,600 square feet), personal service (2,000 square feet) and one (1) fast food restaurant (2,000 square feet, with no drive-thru). The anticipated build-out time is within 1-2 years.

Surrounding land uses and zoning are as follows:

North: OR – Arlington Park (detached multi-family)

South: IU – Plaza Service Center and Factory Mattress and Bedrooms Warehouse

East: RA20 – One (1) duplex building

West: CG – One (1) vacant lot

Ms. Gooby stated that Staff has a concern that this rezoning could potentially be considered "spot zoning" in that the request is not in compliance with the Future Land Use and Character Map. This section of Old Fire Tower Road, in the last several years, has had a trend of properties being rezoned to OR, which is the current zoning of the subject property. The current zoning is in compliance with the Future Land Use and Character Map. The burden is on the local government to establish reasonableness for approving the request. Factors for determining reasonableness include:

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

Ms. Gooby stated that, in staff's opinion, the request is not in compliance with Horizons 2026: Greenville's Community Plan and the Future Land Use Plan and Character Map. "Not in compliance with the comprehensive plan" should be construed as meaning the requested zoning (i) is specifically noncompliant with plan objectives and recommendations including the range of allowable uses in the proposed zone, etc. and/or is of a scale, dimension, configuration or location that is not objectively in keeping with plan intent and (ii) does not promote or preserve the desired urban form. The requested zoning is considered undesirable and not in the public interest, and staff recommends denial of the requested rezoning.

Ms. Gooby stated the Planning and Zoning Commission voted 6 to 1 to deny the request at its January 16, 2018 meeting.

Council Member Smiley asked to clarify that, even though there is language in the ordinance which provides that this might be reasonable, staff is recommending that the request be denied, feeling that it is not compliant with the Comprehensive Plan.



Ms. Gooby stated that is correct.

Council Member Meyerhoeffer stated that is a very busy road and intersection. He asked if City staff believe this property or area would be used for residential in the future.

Ms. Gooby stated the current OR zoning, which is in compliance with the Comprehensive Plan, allows for a choice. It can be developed as office or as residential – most likely residential multi-family.

Mayor Connelly declared the public hearing for the proposed rezoning open at 6:46 pm and invited anyone wishing to speak in favor to come forward.

Mike Baldwin – No Address Given

Mr. Baldwin, who indicated he is representing the applicant, stated that Plaza Service Center, which is the existing commercial development that is immediately to the South of this project, works on vehicles and has associated noise. A repair shop is a special use in this zoning district. In addition, they rent storage trucks at that location. On another corner, there are a number of buildings that have served several different uses over the past 15 years. From Rosemont Drive to Old Fire Tower Road, there is nothing but commercial property on both sides of the road. The Comprehensive Plan and the Future Land Use Plan and Character Map are not perfect. There is already commercial on 3 corners of this property. One thing discussed at the Planning and Zoning meeting was traffic impact. This property will not be allowed a driveway out on County Home Road based on the current driveway ordinance due to overlapping conflicts.

Hearing no one else wishing to speak in favor of the proposed rezoning, Mayor Connelly invited comment in opposition. Also hearing none, Mayor Connelly closed the public hearing at 7:05 pm.

Council Member Smiley asked what watershed this property is located within and whether it flooded during recent storm conditions, particularly Hurricane Matthew

Ms. Gooby stated she was sure there was some pooling at the strongest extent of the storm, but she was not aware of any genuine flooding issues.

Public Works Director stated that the watershed master plan lists the property as requiring 25 year detention.

Council Member Smiley said he thought he recalled the road being closed there for several hours.

Mr. Mulligan stated that many roads in Greenville were closed for a period of time following the storm, but as far as long term repetitive flooding, this watershed is identified for 25 year detention.



Council Member Bell asked Ms. Gooby and Council Member Litchfield if they had received any phone calls in opposition to the proposed rezoning.

Ms. Gooby stated she had not received any calls.

Council Member Litchfield stated he had received no calls, and noted that no one came tonight to speak in opposition.

Following additional discussion on zoning classifications and potential uses within those classifications, Council Member Smiley moved to deny the request to rezone and to make a finding and determination that the rezoning request is inconsistent with the adopted comprehensive plan including, but not limited to, Policy 1.1.1 guide development with the Future Land Use and Character Map and Policy 1.1.6 guide development using the Tiered Growth Approach, and further that the denial of the rezoning request is reasonable and in the public interest due to the rezoning request does not promote, in addition to the furtherance of other goals and objectives, the safety and general welfare of the community because the requested zoning is not consistent with the recommended Future Land Use and Character designation. Council Member Smith seconded the motion.

Council Member Bell asked about notification to surrounding property owners.

Ms. Gooby stated the City goes a bit above and beyond the General Statute requirement to mail letters to adjoining property owners by mailing to those within 300 feet. General Statutes also require that an ad be posted in the newspaper and the City runs the ad twice. There is also a sign posted on the subject property.

Council Member Smiley stated he recognizes that this area does not conform particularly well to the Comprehensive Plan, but that is not an argument for making it conform less well. The Plan is designed to nudge development in the desired direction. The Plan was approved unanimously by the Horizons Committee, Planning and Zoning and this Council.

There being no further discussion, the motion offered by Council Member Smiley failed by a vote of 2 to 4 with Council Members Smith and Smiley casting the only affirmative votes.

Mayor Pro-Tem Glover moved to adopt the ordinance rezoning 1.416 acres located at the northeastern corner of the intersection of County Home Road and Old Fire Tower Road from OR (Office-Residential [High Density Multi-Family]) to CG (General Commercial) and amending the Future Land Use and Character Map by designating the "Traditional Neighborhood, Medium-High Density" category to the "Commercial" category for the area being rezoned. Council Member Glover further moved to adopt a consistency statement pursuant to G.S. §160A-383, showing that the above referenced ordinance amends the comprehensive plan because there is an existing nearby parcel of land already zoned General Commercial, and therefore approval of the map change is reasonable and in the



public interest. Council Member Litchfield seconded the motion, which passed by a vote of 4 to 2, with Council Members Smith and Smiley casting the dissenting votes.

ORDINANCE REQUESTED BY SOUTH CREEK DEVELOPMENT, LLC TO REZONE 5.727 ACRES LOCATED ALONG THE NORTHERN RIGHT-OF-WAY OF OLD FIRE TOWER ROAD AND 225+/- FEET WEST OF COUNTY HOME ROAD FROM CG (GENERAL COMMERCIAL) TO OR (OFFICE-RESIDENTIAL [HIGH DENSITY MULTI-FAMILY]) – (Ordinance No. 18-010)

Planner Chantae Gooby stated South Creek Development, LLC has requested to rezone 5.727 acres located along the northern right-of-way of Old Fire Tower Road and 225+/- feet west of County Home Road from CG (General Commercial) to OR (Office-Residential [High Density Multi-family]).

Based on the possible uses permitted by the requested rezoning, the proposed rezoning classification could generate 479 trips to and from the site on Old Fire Tower Road, which is a net decrease of 3,167 trips per day. Since the traffic analysis for the requested rezoning indicates that the proposal would generate less traffic than the existing zoning, a traffic volume report was not generated.

In 1976, the property was incorporated into the City's extra-territorial jurisdiction (ETJ) and zoned RA20 as part of a large-scale ETJ extension. In 2004, the property was rezoned to its current zoning. Water and Sanitary Sewer are available in the right-of-way of Old Fire Tower Road. There are no known historical conditions or constraints on this property, nor are there any known environmental conditions or constraints.

Under the current zoning, the site could accommodate a mixed retail/restaurant/service development: one (1) conventional restaurant (5,600 square feet), personal services (3,000 square feet), miscellaneous retail (20,000 square feet), office (4,000 square feet), and two (2) fast food restaurants - no drive-thru (4,000 square feet). The retail portion would most likely be users that don't rely on drive-by traffic. Under the proposed zoning, the site could accommodate 62-72 multi-family units (1, 2 and 3 bedrooms). The anticipated build-out time is within 2-5 years.

Surrounding land uses and zoning are as follows:

North: CG – Arby's Restaurant and one (1) vacant lot

South: IU - Rose's Gymnastics and one (1) institutional building

East: CG – One (1) vacant lot

West: RA20 – One (1) single-family residence; OR – one (1) vacant lot

Ms. Gooby stated that, in staff's opinion, the request is in compliance with Horizons 2026: Greenville's Community Plan and the Future Land Use Plan and Character Map. "Not in compliance with the comprehensive plan" should be construed as meaning the requested zoning (i) is specifically noncompliant with plan objectives and recommendations including



the range of allowable uses in the proposed zone, etc. and/or is of a scale, dimension, configuration or location that is not objectively in keeping with plan intent and (ii) does not promote or preserve the desired urban form. The requested zoning is considered undesirable and not in the public interest, and staff recommends denial of the requested rezoning.

Ms. Gooby stated the Planning and Zoning Commission voted unanimously to approve the request at its January 16, 2018 meeting.

Mayor Connelly declared the public hearing for the proposed rezoning open at 7:20 pm and invited anyone wishing to speak in favor to come forward.

Mike Baldwin – No Address Given

Mr. Baldwin, representing the applicant, stated he is available to answer any questions the Council may have.

Hearing no one else wishing to speak in favor of the proposed rezoning, Mayor Connelly invited comment in opposition. Also hearing none, Mayor Connelly closed the public hearing at 7:22 pm.

Mayor Pro-Tem Glover moved to adopt the ordinance to rezone 5.727 acres located along the northern right-of-way of Old Fire Tower Road and 225+/- feet west of County Home Road from CG (General Commercial) to OR (Office-Residential [High Density Multi-family]). Council Member Bell seconded the motion, which passed by unanimous vote.

ORDINANCE REQUESTED BY TRACEY M. MASON TO REZONE 0.3566 ACRES LOCATED ALONG THE NORTHERN RIGHT-OF WAY OF EAST 10TH STREET AND ADJACENT TO THE DAVIS APARTMENTS FROM RA20 (RESIDENTIAL-AGRICULTURAL) TO CG (GENERAL COMMERCIAL) – (Ordinance No. 18-011)

Planner Chantae Gooby stated South Creek Development, LLC has requested to rezone 0.3566 acres located along the northern right-of way of East 10th Street and adjacent to The Davis Apartments from RA20 (Residential-Agricultural) to CG (General Commercial).

Since there is similarity in size and use between the current and proposed zoning, a traffic volume report was not generated.

In 1976, the property was incorporated into the City's extra-territorial jurisdiction (ETJ) and zoned RA20 as part of a large-scale ETJ extension. Water and Sanitary Sewer are available in the right-of-way of Old Fire Tower Road. There are no known historical conditions or constraints on this property, nor are there any known environmental conditions or constraints.



Under the current zoning, there is a single-family dwelling (1,025 square feet) on the property. Under the proposed zoning, staff would anticipate the current building being used for personal services. The anticipated build-out time is within one year.

Surrounding land uses and zoning are as follows:

North: RA20 – One (1) single-family residence and multi-family units

South: CH – Vocational Rehabilitation and Independent Living Services and one (1) office building

East: RA20 – One (1) single-family residence

West: RA6 – The Davis Apartments

Ms. Gooby stated that, in staff's opinion, the request is in compliance with Horizons 2026: Greenville's Community Plan and the Future Land Use Plan and Character Map. "Not in compliance with the comprehensive plan" should be construed as meaning the requested zoning (i) is specifically noncompliant with plan objectives and recommendations including the range of allowable uses in the proposed zone, etc. and/or is of a scale, dimension, configuration or location that is not objectively in keeping with plan intent and (ii) does not promote or preserve the desired urban form. The requested zoning is considered undesirable and not in the public interest, and staff recommends denial of the requested rezoning.

Ms. Gooby stated the Planning and Zoning Commission voted unanimously to approve the request at its January 16, 2018 meeting.

Mayor Connelly declared the public hearing for the proposed rezoning open at 7:25 pm and invited anyone wishing to speak in favor to come forward.

Blake Bjerkeset – No Address Given

Mr. Bjerkeset, representing the applicant, stated he is available to answer any questions the Council may have.

Hearing no one else wishing to speak in favor of the proposed rezoning, Mayor Connelly invited comment in opposition. Also hearing none, Mayor Connelly closed the public hearing at 7:26 pm.

Council Member Smith moved to adopt the ordinance to rezone 0.3566 acres located along the northern right-of way of East 10th Street and adjacent to The Davis Apartments from RA20 (Residential-Agricultural) to CG (General Commercial). Council Member Bell seconded the motion, which passed by unanimous vote.



OTHER ITEMS OF BUSINESS

REQUEST BY UMBERTO G. AND ANGELA D. FONTANA FOR A VOLUNTARY ANNEXATION AGREEMENT WITH THE CITY OF GREENVILLE FOR THE PURPOSE OF OBTAINING SANITARY SEWER FROM GREENVILLE UTILITIES COMMISSION FOR PROPERTY LOCATED BETWEEN HIGHWAY 33 EAST AND THE TAR RIVER AND ADJACENT TO MOSS BEND SUBDIVISION

Planner Chantae Gooby stated that property owners, Umberto G. and Angela D. Fontana, are requesting an annexation agreement to obtain sanitary sewer service from Greenville Utilities Commission. The subject properties are located between Highway 33 East and the Tar River and adjacent to Moss Bend Subdivision. The properties are further identified as Parcels # 17729 and 36305.

According to Ms. Gooby, said parcels are approximately 0.81+/- miles east of Greenville's City Limits and are located in Pitt County's Jurisdiction and are zoned RR (Rural Residential). Currently, there is a single-family residence and an associated outbuilding on the property.

Per their letter, the property owners have entered into an offer to purchase with Bill Clark Homes and, if the annexation agreement is approved, the properties will be developed under Pitt County's Development Standards. If approved, the property will be served via sanitary sewer force main located between Greenville and Grimesland.

In lieu of a petition for voluntary satellite annexation, required as a prerequisite to receiving sanitary sewer service of the Commission, Ms. Gooby stated the property owner has submitted a request to the City requesting that annexation be waived until such time as the City determines it feasible to annex the subject property. This temporary waiver of annexation can be accomplished by the standard annexation agreement currently employed for this purpose. Greenville Utilities Commission has reviewed this request for sanitary sewer extension and has determined that the Fontana property can be served upon approval of the City of Greenville, which is required for sanitary sewer service outside of the City's extra-territorial jurisdiction.

Ms. Gooby said staff has no objection to the request for sanitary sewer service as proposed, contingent upon an annexation agreement for future voluntary annexation, due to (i) the availability and capacity of Greenville Utilities Commission facilities in the immediate area, (ii) proximity of other sites currently receiving GUC sanitary sewer service, (iii) the site's current distance from municipal service delivery points and anticipated cost of providing such services if annexation is required at this time, and (iv) the petitioner's willingness to participate in a standard annexation agreement authorizing the City to execute a petition of voluntary annexation at any future date determined appropriate by the City.



Upon motion by Council Member Litchfield and second by Mayor Pro-Tem Glover, the City Council voted unanimously to approve a voluntary annexation agreement with Umberto G. and Angela D. Fontana, and after execution of said agreement, authorize that sewer service be provided to the subject property by GUC.

DISCUSSION OF IMPERIAL TOBACCO SITE DEVELOPMENT PROPOSALS

Economic Development and Revitalization Manager Roger Johnson stated the City partnered with Development Finance Initiative (DFI) to redevelop the Imperial Tobacco Company site, which is an 8.52 acre site in the downtown commercial corridor, by soliciting proposals from private developers. Development proposals were received from Armada Hoffler, Hallmark/Seacoast and Keith Corporation.

Mr. Johnson stated the project site was initially a warehouse for the Imperial Tobacco Company until 1977. Following the decline of the tobacco industry, the site was utilized as a general goods and materials warehouse until being abandoned around 2000. Sitting along the edge of the City's downtown corridor, the abandoned structure was a symbol of decay and negative imagery of Greenville's downtown. Around 2006, the warehouse attracted developers who viewed the site as a potential mixed-use property that would attract tenants to a rejuvenating and growing city. The City also identified the site as a key gateway to its commercial corridor. However, a fire in 2008 rendered the structure unsalvageable and undevelopable.

Mr. Johnson stated the owner of the site was cited for multiple code violations as a result of the fire, and was unable to conduct a clean-up. The City purchased the property for \$1 in 2012, which qualified it for \$400,000 of EPA brownfield grants for site remediation in order to clean up the contamination and position it for redevelopment. As part of the \$1 purchase agreement, the site would revert back to the original owner or could be purchased by the City for \$1.04 million, which ultimately occurred in 2016. Concurrently, during the clean-up period, the City purchased adjacent properties for \$360,000 to increase the City's potential site ownership to more than 8 acres, creating a more developable site.

After commercially listing the property and realizing the only potential interest was from student housing developers, Mr. Johnston stated the City hired DFI to undertake pre-development work of the site and create a solicitation for potential developers. DFI contacted over 50 developers, and eight firms showed active interest in the project. Three developers responded to the solicitation document: Armada Hoffler, Hallmark/Seacoast Communities and the Keith Corporation.

1. Armada Hoffler has completed 26 public-private partnerships throughout its development history, including a \$600 million, 3 million square feet, mixed-use, 17-year development of Virginia Beach's downtown district. Armada Hoffler would serve as its own general contractor and, as a publicly traded company, has access to the capital



markets to fund debt and equity needs of the development opportunity. Armada Hoffler proposes to purchase the entire site upfront from the City.

2. Hallmark/Seacoast is a joint venture, and this project would be the second project of their partnership. Hallmark/Seacoast is experienced in residential and retail development and has limited experience with office development. As for financing, this team has existing relationships with regional banks, would solicit potential private equity investors, and would contribute their own capital to finance the project. Hallmark/Seacoast would purchase the site in a phased approach when specific development pads are ready for development as determined by the venture.
3. Keith Corporation, an office real-estate developer, is only interested in developing the potential office component of the project. The firm has developed built-to-suit, corporate offices and headquarters for regional and national companies. Although they have limited experience in public-private partnerships, the design and contractor partners listed in their proposal have previously completed public-private partnership projects. The firm has strong regional lending relationships and would solicit private capital for the development.

Mr. Johnson noted that all three developers were vetted and are deemed well-qualified. The evaluation of the developers included proposal follow-up questions, interviews, field visits, reference checks, and preliminary background investigations. The fiscal impact cannot yet be quantified, as terms for this anticipated multi-million dollar project have not been negotiated. He stated no action is necessary tonight and the information is being presented for informational purposes only; however, he welcomes feedback from the City Council as a guide for the next steps in the project.

Council Member Smith stated in looking at materials provided, she noted at all three of the developers indicated they have minorities on staff. She asked if that includes women.

Mr. Johnson stated that it does.

Council Member Litchfield asked for some background on the relationship with DFI and how the process began with 50 developers and was whittled to three, or perhaps only three found this to be a viable investment for their firm.

Mr. Johnson stated when the City partnered with DFI, part of the contractual obligation was for DFI to recruit developers on behalf of the City. They reached out to about 50 developers by sharing the solicitation through a public process to make sure those developers with experience similar to what the City was asking for knew about the opportunity. As a result of that, 15 firms made an inquiry for further information. From that, 7 or 8 indicated a more concerted interest, and out of those, there were 3 respondents.



Council Member Litchfield asked if Mr. Johnson could share more about DFI's sources of revenue based on a complete development.

Mr. Johnson stated that DFI charges a fee for service and a fee-at-risk, which is 1.5% of the total cost of the development. In this particular scenario, they charged the City a flat fee of \$94,000 for their services and expenses such as architectural, engineering, etc. This was funded by a combination of a brownfield grant and a downtown revitalization grant. No local funds have been used to pay for that particular fee. The 1.5% fee-at-risk is off the total cost of development and is paid by the developer that builds the site.

Mayor Connelly asked about the parking component.

Mr. Johnson stated the proposals from both master developers came back requesting that the City assume responsibility for structured parking.

Mayor Connelly asked how the hotel component came about.

Mr. Johnston stated this comes from a local broker who contacted DFI directly, after the deadline, to express interest in putting a hotel component on the site. There was not a spot dedicated to a hotel on the conceptual plan, but it is something staff would support providing it doesn't require significant public investment.

Council Member Litchfield asked if DFI is a private company.

Mr. Johnson stated they are a subsidiary of the School of Government.

Matt Crook, Project Manager with DFI, stated they are an extension of the UNC School of Government, which makes them a public institution. They are funded through grant funds, in addition to fees received for development services.

Council Member Litchfield asked Mr. Crook to comment on the suggestion that a former executive of DFI was a partner on the Armada Hoffer bid.

Mr. Crook stated when proposals were received, Armanda Hoffer indicated that a company called Rivermont Advisors was involved in a capacity in line with a design team or engineering advisor. They recognized Rivermont was founded by Michael Lemanski, an ex-executive director of DFI. He left DFI in May 2017 and formed his own company. Because of this, DFI ran an internal conflict of interest review. Mr. Crook stated he was not involved in the and as such, is unable to share particulars, but he can report it was determined there was no actual conflict. If there are specific questions about the review, he would direct those to DFI Founder Tyler Mulligan.

Council Member Litchfield referenced the desire of both master developers to have the City provide structured parking. He asked if that is something the City is willing to do –



stressing that he is not saying the City will do it – should the package be presented back to the original 50 developers with that possibility included.

Mr. Johnson stated he was reluctant to speak to something hypothetical, but said that is just the initial offering from those that responded. The general idea is that the City Council would identify a developer with which staff would negotiate. They would then determine if the structured parking is a criteria that can or cannot be changed, and bring it back to the Council with a proceed/no proceed recommendation. There is no commitment at this juncture in terms of finance.

Mayor Connelly expressed concern that when the City first began talking about the Imperial Site, discussion was centered on a \$1 million investment. Now, with the talk about structured parking, there is a potential for a \$15-\$16 million investment. He is not convinced that this is the best use of this amount of money. He asked about the parking commitment for Sidewalk Development, the space for which appears to be utilized in this development plan.

Public Works Director Kevin Mulligan stated that contract is out for bid and bids are expected next week. It will be a 200-space lot per the contract with Sidewalk Development and the cost is anticipated to be about \$1 million. This item should be before Council in March and has a 90-day construction window.

Council Member Litchfield asked if that means the City spends \$1 million plus now to meet the Sidewalk Development obligation, then the master developer will bulldoze over it to construct their project.

Mr. Mulligan stated he wasn't sure about that – it could be a year or it could be 20 years. The City's agreement with Sidewalk Development states the City will provide 200 spaces for their students to park, but the agreement also states the City has the right to build a parking deck on that site. The parking deck is, at this point, a starting point for negotiation with a master developer and not something the City has signed off on.

Council Member Smiley said it was important to focus on the bigger picture of the task at hand. There are two master developers willing to spend \$70 million on a project on a property that is currently a ruin in our downtown area. They've expressed a desire for the City to provide a parking component, but that is still a point of negotiation. He feels the Council should choose a developer and move forward.

Council Member Litchfield said he was nowhere close to being ready to recommend a developer because of the uncertainty associated with the project. He does not feel adding more housing is economic development.

City Manager Ann Wall stated staff is not asking the City Council to agree to spend \$15 million on a parking structure or to sign a development agreement for what will be on the



site. The question tonight is for the Council to say they want staff to pursue a development plan with a specific developer.

Council Member Smiley moved to pursue negotiation with Armada Hoffler and stated he feels they are the strongest of the applicants listed. The motion died for lack of a second.

Council Member Litchfield expressed a need for additional information before making a decision. He said he was under the impression staff had gone back to Armada Hoffler to ask if they would be willing to lead with office first. He asked about their response.

Ms. Wall stated their response was that if the scope or timing is changed, Armada Hoffler is not interested. They are only interested in building what was identified in the conceptual plan. Parking was not discussed.

Council Member Litchfield asked if The Keith Corporation's response asked that the City build 600 parking spots.

Ms. Wall stated The Keith Corporation said they would build an office building with a surface lot. Staff asked if they were interested in doing this if the City did not move forward with a residential right-of-way and they said they would, however, they believe a residential component would assist with an office component. She reiterated that the number of parking spaces needed will be dependent upon the type of development on the site.

Council Member Litchfield asked if The Keith Corporation proposal poses the least financial risk to the City.

Ms. Wall stated that potentially, that is correct.

Council Member Litchfield asked if The Keith Corporation would be utilizing a smaller footprint at a higher cost per acre, leaving the City with a part of the property to be developed for future economic development needs.

Ms. Wall said she believes The Keith Corporation proposal uses about a third of the property.

Council Member Meyerhoeffer stated that Armada Hoffler has expressed a somewhat rigid view of the project. He asked if they'd been made aware that a local broker had expressed interest in a hotel on the site.

Mr. Johnson stated he had not made them aware.



Council Member Meyerhoeffer stated he is more comfortable with Hallmark-Seacoast or The Keith Corporation and that he wants the office portion to come first. He also noted the idea of a hotel is appealing.

Council Member Litchfield stated that in light of the new information regarding a hotel, the uncertainty of cost regarding a parking deck, the information from Hallmark-Seacoast to suggest partnering with someone like The Keith Corporation, he feels the City Council needs additional time to digest and request additional information from Armada Hoffler and these others to suggest what co-partnership would look like instead of making a decision today. He said he would like to make that motion.

Council Member Bell referred to Armada Hoffler's statement related to changes in scope or timing. He asked if that was concerning the Memorandum of Understanding or the actual project.

Mr. Johnson stated it was his understanding that their concern was doing this as one total project holistically with live, work and play components all at once, rather than doing in phases.

Council Member Bell asked if a delay in this decision today would cause a problem for Armada Hoffler.

Ms. Wall stated it would not.

Council Member Smiley asked what the timeline would be if Council is seriously considering a delay in order to pursue additional information. If Council is serious about creating a delay, he would encourage that Council be very specific on what staff needs to find out and when a decision will be made.

Mayor Connelly expressed significant concern about the potential for spending \$15.3 million in association with a project that may or may not be successful, particularly considering all the other needs of the City. Further, there are three new members on the City Council who have not been on board for this full process and he feels it would be prudent to take time for their questions to be answered.

Council Member Meyerhoeffer stated he is in favor of developing an office complex on the site first, which based on the presentation, eliminates one of the potential developers if Armada Hoffler is unwilling to accept the City's input on how they are going to develop. Hallmark-Seacoast and The Keith Corporation would both satisfy that aspect. He would like to go back to Hallmark-Seacoast and see what the City would need to obligate to related to a parking deck.



There being no further discussion, Council Member Litchfield moved to direct staff to do additional research on a potential partnership between Hallmark-Seacoast and The Keith Corporation, the cost of a parking deck and the potential for a hotel property, then bring that information to Council in March or April. Council Member Meyerhoeffer seconded the motion, which was unanimously approved.

PRESENTATION OF COMPREHENSIVE PARKING STUDY FINAL REPORT

City Manager Ann Wall introduced Michael Connor, Consultant with Walker Engineering, Inc. of NC, stating he will give a short presentation on the Parking Study. She noted that no action is requested at the present time. The report and consultant recommendations are being presented to City Council for informational purposes only.

Mr. Connor stated this has been a ten-month effort with six different public outreach sessions, dozens of interviews, lots of talking and lots of data. He gave a brief overview of what was learned from that process, along with a review the City's current parking assets and challenges. He acknowledged the work of the Comprehensive Parking Plan Committee (Roger Johnson, Kevin Mulligan, Rik DiCesare, Stacy Pigford, Tronette Green, Bianca Shoneman, Corey Barrett) in providing information and insight, as well as reviewing the consultant's recommendations along with the Public Transportation and Parking Commission (PTPC) and the ECU Parking and Transportation Services.

Mr. Connor next presented Walker Engineering's recommendations for 2018-2020:

- Hire a Parking Manager
- Create/Maintain a Parking Enterprise Fund
- Parking Manager provide monthly report to Public Transportation and Parking Commission
- Use License Plate Recognition Technology for Parking Enforcement
- Hire full-time people to enforce parking
- Dissolve E-tag Program
- Install gates in 4th Street Parking Garage
- Reduce/eliminate Leased Spaces in Core Parking Lots
- Install Meters
- Extend Hours of Parking Operations to 8 PM

Mr. Connor stated their recommendations beyond 2020 include:

- Install Gates in Greene Street Lot (& others)
- Expand On-Street Metering
- Partner with Developer for Managing Parking on the Imperial Site

Mr. Conner then summarized other points that the study deemed worth noting:

- Future amphitheater does not require structured parking to satisfy crowds
- ECU-owned parking may offset the need for additional supply of public parking
- City-owned parking may offset the need for additional ECU parking supply



- ECU and City should work together on parking solutions
- Parking projected on the Imperial Site satisfies demand for development on the site, as well as growth in Dickinson Avenue area
- City should improve parking signage
- No need to paint on-street parking spaces, simply allow people to park
- During a public input session, recommendation made to implement “complete streets” to increase on-street parking
- Parking demand reduction strategies (i.e. bike racks, walkability) are practical (Walker defers judgment on safety facets to appropriate professionals)
- City is experiencing unprecedented growth and should start planning for additional parking structures in the not-so-distant future.

REPORT ON PLANS FOR ALLOWING ALCOHOL ON THE TOWN COMMON

Economic Development and Revitalization Manager Roger Johnson stated that, under direction of the City Council, the Office of Economic Development (OED) will simplify the process for the customer from City Hall if someone wants to reserve the Town Common. They can walk across the hall to pay at the Collections window and walk across the street to submit the noise permit.

Mr. Johnson stated that one of the things that happened as a result of the sunset provision being removed on the alcohol policy for the Town Common is that they pulled together a working group to determine if they could leverage that particular change to activate the Town Common. This working group – which included representatives from Uptown Greenville, the Convention and Visitors Bureau, the Chamber of Commerce, the Young Professionals, NC Civil and private enterprise – felt this was an opportunity to expand the use of Town Common to include things like outdoor weddings, meetings, dinners, movies and concerts.

Mr. Johnson stated the current policy allows for the scheduling of non-profit events that include the sale of alcohol. That does not change.

The proposal is to allow consumption of alcohol for private uses of the Town Common, if served. This does not allow for the sale of alcohol or “bring your own” alcohol. Serving alcohol would require trained servers, meeting all ABC requirements and some other criteria, but will allow for expanding use to Town Common to include weddings, meetings, dinners, etc.

Mr. Johnson stated they also plan to explore private entertainment uses to promote venues, schedule performances and further activate the Town Common.

Does this will require some changes, such as amendment to the noise ordinance 12-5 which limits to two permits per month at a single location and no consecutive weekends, and it



will require updates to policies and procedures. Staff plans to bring recommended changes to Council in March.

RESOLUTION OF SUPPORT FOR MODIFICATIONS ON GREENVILLE BOULEVARD NEAR PEOPLES BAPTIST CHURCH AND GREENVILLE CHRISTIAN ACADEMY – (Resolution No. 006-18)

Council Member Litchfield stated this resolution was sent to him by someone at Greenville Christian Academy because they are having challenges with entering and exiting their facility. The road is controlled by NC Department of Transportation, so there would be no direct cost to the City. They are hoping to get State level funding which will create a safer environment for students, teachers and parents picking up their children.

Upon motion by Council Member Litchfield and second by Council Member Bell, the City Council voted unanimously to adopt the resolution supporting a right-turn lane and exit lane widening for the Peoples Baptist Church and Greenville Christian Academy on US 264A (Greenville Boulevard).

CITY MANAGER’S REPORT

City Manager Ann Wall stated she had three items she’d like to recognize tonight.

- In 2017, the City had 171 employees with perfect attendance.
- The City observed a Day of Service on Dr. Martin Luther King, Jr.’s birthday. As part of that, there were 28 volunteers who picked up trash and debris along Stantonsburg Road and Greenville Boulevard, 125 volunteers who removed vegetation, picked up trash and did work at the STEAM lab at River Park North and five Police Department employees who assisted a specific senior citizen on Myrtle Avenue to do work in her yard. A majority of the volunteers were City employees, but there were also citizens who came out and just wanted to help do good things.
- A lady in the community named Maggie Yankoff sent a wonderful note about assistance given to her by four Fire Department employees (Donald Hardy, Jason Edwards, Shannon Williams and Tyler Williams). She credits them with being the reason she is still around and thanks them for doing their job every day.

COMMENTS FROM THE MAYOR AND CITY COUNCIL

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



ADJOURNMENT

Council Member Smith moved to adjourn the meeting, seconded by Council Member Smiley. There being no further discussion, the motion passed by unanimous vote and Mayor Connelly adjourned the meeting at 9:58 pm.

Respectfully submitted,

Carol L. Barwick

Carol L. Barwick, CMC
City Clerk

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, MARCH 8, 2018



A regular meeting of the Greenville City Council was held on Thursday, March 8, 2018 in the Council Chambers, located on the third floor at City Hall, with Mayor P. J. Connelly presiding. Mayor Connelly called the meeting to order at 6:00 pm. Council Member Will Bell gave the invocation, followed by the Pledge of Allegiance.

Those Present:

Mayor P. J. Connelly, Mayor Pro-Tem Rose H. Glover and Council Members Kandie D. Smith, Will Bell, Rick Smiley, William F. Litchfield, Jr. and Brian V. Meyerhoeffer, Jr.

Those Absent:

None

Also Present:

City Manager Ann E. Wall, City Attorney Emanuel D. McGirt, City Clerk Carol L. Barwick and Deputy City Clerk Polly W. Jones

APPROVAL OF THE AGENDA

Manager Ann Wall stated that the applicant for the Arlington Crossing rezoning item has asked to postpone that item until April 12th and noted the need to add authorization to apply for the Shot Spotter grant.

Council Member Bell stated he would like to add a discussion about potholes.

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

Council Member Meyerhoeffer recognized Boy Scouts Will Mullen, Ben Arriagada, Brenton Timothy and Kevin Timothy who were in attendance working toward badge requirements.

PUBLIC COMMENT PERIOD

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

Dedon Waciuri – No Address Given

Mr. Waciuri stated the Coalition Against Racism (CAR) is calling for the formation of a Civilian Complaint Review Board elected by the people and fully independent of law enforcement because the relationship between law enforcement and black people here in Pitt County has been one of mistrust and aggression. Many people do not trust the police and have every right to feel that way when they are constantly patrolling Black communities like a military force. He cited a number of examples to illustrate how they repeatedly show a lack of regard for not only constitutional rights, but for human rights as well. City Council has been aware of this since 2007, yet they have done nothing. CAR is asking for transparency and accountability. The Police Community Relations Committee is simply a public relations campaign and that is not what is needed. When Chief Holtzman asks for funding for an armored vehicle and assault rifles, it shows that the City Council has learned nothing from Charlotte and Ferguson and supports the need for a review board. Further, Mr. Waciuri stated that CAR demands Officer Tim Greene be terminated from the force immediately for his history of violence – brutally beating Gerald Harvey in January 2015, beating Ricky Jones in 2017 and taking the life of David Melton in January 2018. Despite attempts of the media, the people who live in these areas know that police are not the best means of fighting crime. Jobs, better education, a family supporting wage and economic justice are the real supporting factors in lowering crime.

Carlos Romero – 101 David Drive, Apartment B12

Mr. Romero stated he is Chief Technical Officer of CPirate Network. Many on the Council may remember him from the final Uptown Revitalization Transportation meeting. He was the one who pushed for the 10th Street Bridge to be included on the plan to Raleigh, in spite of the opposition, and the results can be seen of State and Federal funds for future-facing innovation. CPirate Entertainment has identified the main challenges to the arts in Greenville. There are too few entertainment establishments in Uptown for working adults. There is no access to quality, stimulating entertainment and arts for 26-60 year old professionals and retirees after finishing a hard day at work. Most establishments are content to shift this to out of town establishments in Wilmington, Wilson and Raleigh. Disengagement from mainstream society and a lack of acknowledgement of the working class – White, Black and Brown – is causing illness, and even a climbing death rate in middle-aged Whites. The solution is CPirate Network. CPirate Network solves the ho-hum by creating world class music – feel-good Southern Soul and Blues, psydeco and arts, both live and streamed. They include local artists with both regionally and nationally known talent. Mr. Romero stated they have tested their format by playing it live on Facebook. There are plenty of venues in Greenville necessary for profit and to stimulate business and sustainable tourism, but they need an out-of-the-box concept to utilize their maximum potential. He announced an event on April 14th that he is hosting in Washington, NC which showcases a variety of talent.

Zach Robinson – 925 Megan Drive

Mr. Robinson expressed his support of the proposal made by Dedon Waciuri for a Civilian Complaint Review Board. He teaches at East Carolina University and stated the teaching



profession has been targeted for quite a lot of accountability measures. It is not always comfortable, but they have accommodated it. When the City passes such a proposal, it will be joining hundreds of other municipalities that have civilian oversight. There are quite a lot of resources available to support these things. There is a group called the National Association for Civilian Oversight of Law Enforcement and they provide training to civilian board members to ensure civilian oversight is done within professional norms.

John Joseph Laffiteau – Rodeway Inn

Mr. Laffiteau expressed concern about a personnel matter that arose at Shepherd Memorial Library in which he feels the staff misinterpreted his behavior. There is a term for it – apophenia – which refers to the human tendency to see connections and patterns that are not really there and, as such, can give rise to conspiracy theories. Mr. Laffiteau requested that a voluntary lie detector test be administered to both himself and library staff to clear up the matter and stated he would cover the cost to do so.

Dr. Yoshi Newman – 214 Quail Hollow Road

Dr. Newman stated she would like to address some of the goals and priorities that are on the current agenda. One of the goals listed is to build a high-performing organization and govern with transparency and fiscal responsibility. It is her understanding that City staff was charged with developing actionable steps by which these goals and priorities would be attended to. As a citizen, these action steps will be known to her by the decisions made by Council and their reasons for those decisions. She watches Council meetings on television for those reasons. She was very concerned at a recent meeting about the decision on an ordinance related to zoning and a developer's request. It had previously been identified that the proposal was not compliant with the Future Land Use and Character Map or the Horizons Plan. The Planning and Zoning Commission voted to deny the request, but in very short order, all of the City Council approved it. Council Member Smiley pointed out that night that if Council is going to vote for something that has been recommended otherwise, Council must have a reason. From her observation, that came as a surprise to the City Council. There did not appear to be a readily available reason. The City Attorney provided a statement that would suffice from a legal standpoint, but it was not a reason she understood and she wondered if it was understood by the people who agreed to it. She looks back at information provided since the election about the Greenville Jobs Now PAC and the obvious nature of where that money came from and whose interests were represented. She then looks at the decisions made, particularly relevant to those donors, and it does not look to her about the kind of transparency, integrity and accountability in City government that she wants to have representing her. She came tonight specifically to address the proposal being put forward by Arlington Crossings, which would have been a relevant point to tonight's agenda.

Indigo O'Pharrow – 3900 Fernwood Lane

Miss O'Pharrow (elementary school-aged) stated she wished to discuss how the City's Animal Control can do better. Her dog, Jack, got lost over the weekend and they called both the Police and City Animal Control. They got a recording that said to call back on Monday.



That was upsetting because it did not help them know what happened to Jack. She asked the City Council to help with this situation.

Kevin Faison – 2203 Old Courthouse Drive/Brian Pace – No Address Given

Mr. Faison introduced his partner, Brian Pace, and stated they came to discuss the lack of minority entertainment establishments and some of the reasons they feel may be borders to facilitating these ideas. There is a systematic disenfranchisement of minority night clubs, along with dining and entertainment establishments. Ownership of venues is not equally represented with the population of the City. There are only two venues that embrace the hip hop culture and encourage minority patrons. There are some venues that do allow minorities to come in, but they do not embrace the hip hop culture, music or the consumer's style of dress. Law enforcement agencies should be encouraged to treat minorities, minority patrons and establishments fairly. It appears that sometimes minority-owned businesses are targeted unfairly through different agencies. It is a systematic disenfranchisement where someone from the community is calling in, or there is a personal disagreement against an owner and some of these facilities are being targeted and not given the same leniencies that other businesses receive. As an example, he cited two businesses that are no longer in Greenville - Montego Bay, which was a Jamaican restaurant that opened and closed within a few months because they didn't reach their criteria for staying open, but another establishment that opened downtown was open for 18 months without reaching their criteria. The first was minority owned and the other was owned by a non-minority.

Brian Pace, who indicated he runs a radio station called Fresh 97.9, said at the end of the day, all of Greenville needs to work together. This market is 33% African American, which is 33% more money that could be spent to make Greenville grow and do business better.

Mr. Faison added that the Horizons Committee, of which he was a member, agreed there needs to be more entertainment for young people and that the lack of entertainment for people from 25-40 is one of the reasons Greenville is not growing.

Victoria Bridgers – 101 Canterbury Court

Ms. Bridgers stated she is a Civics teacher at South Central High School. She was challenged this past year to open up Civics and make it a better, more engaging process. She encouraged her students to come to local government meetings and journal about them for class discussion. She reached out to local politicians and groups to come and speak with students. She hopes to continue that relationship. She also gave them a passion project, which she asked students to explain to the Council:

- Cindy McDuffly, along with partner Kennedy, who could not be here, focused on sex-trafficking in eastern North Carolina
- Annica Evans and Arianna Bullock focused on human trafficking
- Ashley Phillips and Grayson Smith focused on the Boys and Girls Club and Dental Hygiene



Tonya Jefferson Lynch – No Address Given

Ms. Lynch, who noted being on the heels of Black History Month and just beginning Women’s History Month, stated she is the founder of the Black Light Project which is a non-profit geared toward helping to shape the media. She feels Greenville is missing out on multi-cultural competency. The City is failing to realize beyond diversity, which is simply placing brown faces in a crowd of white faces. It must actually understand the needs, wants, desires of those areas. She is in Greenville by having received her degree at ECU and now working at ECU, but she doesn’t live in West Greenville, so she is equally responsible for having multi-cultural competency. There are desires and things that come out of West Greenville that she is not aware of. As a plan is developed for what Greenville should be, she feels Greenville can be a beacon of light, hope, change and growth that includes everyone.

Hearing no one else who wished to address the City Council and Mayor Connelly closed the public comment period at 6:32 pm.

APPOINTMENTS

APPOINTMENTS TO BOARDS AND COMMISSIONS

Affordable Housing Loan Committee

Council Member Smith made a motion to appoint Debora Spencer to a first three-year term in replacement of Matt Smith, who did not seek a second term and to reappoint William Kitchin and Kevin Fuell to second three-year terms that will expire February 2021. Council Member Bell seconded the motion and it carried unanimously.

Community Appearance Commission

Council Member Smiley continued all appointments.

Historic Preservation Commission

Council Member Litchfield made a motion to appoint T. Blake Belch to a first three-year term that will expire January 2021 in replacement of William Gee, who did not seek a second term. Council Member Bell seconded the motion and it carried unanimously.

Human Relations Council

Mayor Pro-Tem Glover continued all appointments.

Pitt-Greenville Airport Authority

Mayor Connelly recommended that Dan Mayo be appointed to fill an unexpired term that will expire June 30, 2019, to replace Julia Carlson, who had resigned. Council Member Smiley made a motion to that effect, which was seconded by Council Member Bell and carried unanimously.



Pitt-Greenville Convention & Visitors Authority

Council Member Meyerhoeffer made a motion to appoint Austin Hill to fill an unexpired term that will expire July 2019, in replacement of Hanna Magnusson, who had resigned. Council Member Smiley seconded the motion and it carried unanimously. Council Member Meyerhoeffer continued all remaining recommendations.

Police Community Relations Committee

Mayor Pro-Tem Glover continued the appointment of Leonard Naipaul's seat. Council Member Smith stated that Gregory Barrett had rescinded his resignation and would continue to serve.

Youth Council

Mayor Pro-Tem Glover made a motion to appoint Jantrell McNair and Ekta Shah to fill unexpired terms that will expire September 2018. Council Member Meyerhoeffer seconded the motion and it carried unanimously. Mayor Pro-Tem Glover continued all remaining appointments.

CONSENT AGENDA

City Manager Ann Wall introduced the following items on the Consent Agenda:

MINUTES FROM THE FEBRUARY 5, 2018 CITY COUNCIL MEETING

RESOLUTION AND DEED OF RELEASE FOR THE ABANDONMENT OF A UTILITY EASEMENT AND A PORTION OF A SANITARY SEWER EASEMENT AT COLLEGE VIEW APARTMENTS AKA EASTERN ON TENTH - (RESOLUTION NO. 007-18)

ACCEPTANCE OF GRANT FUNDS FROM THE NC GOVERNOR'S CRIME COMMISSION FOR THE PURCHASE OF VIDEO RECORDING EQUIPMENT - (PULLED FOR SEPARATE DISCUSSION)

RESOLUTION AUTHORIZING CERTAIN SIGNATURES ON CITY OF GREENVILLE PURCHASE ORDERS, CONTRACTS, AGREEMENTS, AND CASH DISBURSEMENTS - (RESOLUTION NO. 008-18)

GREENVILLE URBAN AREA METROPOLITAN PLANNING ORGANIZATION'S (MPO) PROFESSIONAL SERVICES CONSULTANT RECOMMENDATION FOR DEVELOPMENT OF THE 2045 METROPOLITAN TRANSPORTATION PLAN

CONTRACT AWARD FOR THE ATLANTIC AVENUE PARKING LOT IMPROVEMENTS - (PULLED FOR SEPARATE DISCUSSION)



REPORT ON BIDS AND CONTRACTS AWARDED

NAMING OF THE GREENVILLE TRANSPORTATION ACTIVITY CENTER AS THE G. K. BUTTERFIELD TRANSPORTATION CENTER - (PULLED FOR SEPARATE DISCUSSION)

Council Member Smith stated she would like to pull the purchase of video recording equipment, the contract for Atlantic Avenue Parking Lot improvements and naming of the Greenville Transportation Activity Center to discuss separately.

Upon motion by Council Member Smiley and second by Council Member Bell, the City Council voted unanimously to approve remaining items on the Consent Agenda.

**ITEMS REMOVED FROM CONSENT AGENDA
(for separate discussion)**

ACCEPTANCE OF GRANT FUNDS FROM THE NC GOVERNOR'S CRIME COMMISSION FOR THE PURCHASE OF VIDEO RECORDING EQUIPMENT

Council Member Smith asked if it has been determined where the cameras will be placed.

Chief of Police Mark Holtzman stated these are actually in-car dash cameras for police cars.

Council Member Smith asked if remaining needs could be met through forfeiture funds.

Chief Holtzman stated this is a forfeiture fund-eligible item.

Council Member Smith stated she would like to see those funds used to satisfy the need.

Mayor Connelly asked that staff send a memo to the Council to advise on the balance of forfeiture funds.

Upon motion by Council Member Smith and second by Council Member Bell, the City Council voted unanimously to approve acceptance of the grant and dedication of funds from the appropriate expenditure account as determined by the City's Chief Financial Officer.

CONTRACT AWARD FOR THE ATLANTIC AVENUE PARKING LOT IMPROVEMENTS

Council Member Smith noted the amount of the bid for this item and asked what measures are in place to prevent change orders. She is aware that a different amount was set aside



and this is quite a good deal, but she wants to be sure it is not something being low-balled with cost escalating through change orders.

Public Works Director Kevin Mulligan stated there are contract specifications related to the construction of the parking lot. This is a familiar and vetted contractor who has done great work around the City. Mr. Mulligan stated staff is comfortable he can do the work at the price submitted. There could be change orders with certain field conditions, but they do not anticipate anything of significance.

Upon motion by Council Member Smiley and second by Council Member Bell, the City Council voted unanimously to award a contract for the construction of the Atlantic Avenue Parking Lot Improvements to E. R. Lewis Construction of Greenville, NC, in the amount of \$695,934.75 for the Base Bid and the Add Alternate.

NAMING OF THE GREENVILLE TRANSPORTATION ACTIVITY CENTER AS THE G. K. BUTTERFIELD TRANSPORTATION CENTER

Council Member Smith stated she asked to pull this item because it is a wonderful opportunity to say “thank you” to Congressman Butterfield for his tireless effort and being persistent to ensure Greenville received Federal funds for this transportation center. There is currently no building and people are waiting in the open in all kinds of weather. This facility will serve as a hub for City buses, Greyhound and other areas to have a central location to meet. It is over halfway build and looks very nice, but it would not have been possible without the hard work of Congressman Butterfield.

Upon motion by Council Member Smiley and second by Council Member Bell, the City Council voted unanimously to name the City's Transportation facility, located between Clark and Pitt Streets just south of Bonners Lane the "G. K. Butterfield Transportation Center."

NEW BUSINESS

PUBLIC HEARINGS

ORDINANCE TO ANNEX BROOK HOLLOW, SECTION 4, PHASE 3 INVOLVING 5.4420 ACRES LOCATED AT THE CURRENT TERMINUS OF CAMBRIA DRIVE - (ORDINANCE NO. 18-012)

Planner Chantae Gooby showed a map depicting the proposed annexation area, which is located within Greenville Township in voting district #2. The property is currently vacant with no population, and a population of 87 is expected at full development. Current zoning is R6A (Residential [Medium Density Multi-Family]), with the proposed use being 20



duplex buildings (40 units). Present tax value is \$81,359, with tax value at full development estimated at \$6,936,680.

Mayor Connelly declared the public hearing for the proposed annexation open at 6:57 pm and invited anyone wishing to speak in favor to come forward.

Steve Spruill – No Address Given

Mr. Spruill, who stated he is representing the petitioner, said he was available to answer any questions the Council might have.

Hearing no one else wishing to comment in favor, Mayor Connelly invited comment in opposition. Hearing none, Mayor Connelly closed the public hearing at 6:58 pm.

Council Member Smiley moved to adopt the ordinance to annex Brook Hollow, Section 4, Phase 3 involving 5.4420 acres located at the current terminus of Cambria Drive. Mayor Pro-Tem Glover seconded the motion, which passed by unanimous vote.

ORDINANCE REQUESTED BY KATE VINCENT KITTRELL TO REZONE 12.048 ACRES LOCATED ALONG THE EASTERN RIGHT-OF-WAY OF DICKINSON AVENUE AND ADJACENT TO CROSS CREEK APARTMENTS AND TOWNHOMES FROM RA20 (RESIDENTIAL-AGRICULTURAL) TO OR (OFFICE-RESIDENTIAL) - (ORDINANCE NO. 18-013)

Planner Chantae Gooby stated Kate Vincent Kittrell has requested to rezone 12.048 acres located along the eastern right-of-way of Dickinson Avenue and adjacent to Cross Creek Apartments and Townhomes from RA20 (Residential-Agricultural) to OR (Office-Residential).

Based on the possible uses permitted by the requested rezoning, the proposed rezoning classification could generate 998 trips to and from the site on Dickinson, which is a net increase of 567 additional trips per day. During the review process, measures to mitigate the traffic will be determined.

In 1972, the property was incorporated into the City's extra-territorial jurisdiction (ETJ) and zoned to its current zoning as part of a large-scale ETJ extension. Water and Sanitary Sewer are available. There are no known historical conditions/constraints on this property, nor are there any known environmental conditions/constraints.

Under the current zoning, Ms. Gooby stated the property the site could accommodate 40-45 single-family lots. Under the proposed zoning, the site could accommodate 150 multi-family units (1, 2 and 3 bedroom) based on similar site comparison of Cross Creek Townhomes. The anticipated build-out time is within 2-5 years.

Surrounding land uses and zoning are as follows:



North: OR – Brookdale Senior Living and Barrett Place Apartments
South: OR – Cross Creek Apartments and Townhomes
East: OR – Meridian Park Apartments
West: RA20 – Two (2) Single-Family Residences

Ms. Gooby stated that, in staff's opinion, the request is in compliance with Horizons 2026: Greenville's Community Plan and the Future Land Use Plan and Character Map. "In compliance with the comprehensive plan" should be construed as meaning the requested zoning is (i) either specifically recommended in the text of the Horizons Plan (or addendum to the plan) or is predominantly or completely surrounded by the same or compatible and desirable zoning and (ii) promotes the desired urban form. The requested district is considered desirable and in the public interest, and staff recommends approval of the requested rezoning.

Ms. Gooby stated the Planning and Zoning Commission voted unanimously to recommend approval of the request at its February 20, 2018 meeting.

Mayor Connelly declared the public hearing for the proposed rezoning open at 7:02 pm and invited anyone wishing to speak in favor to come forward.

Scott Anderson – No Address Given

Mr. Anderson, representing the consulting group, stated he is available to answer any questions the Council may have.

Hearing no one else wishing to speak in favor of the proposed rezoning, Mayor Connelly invited comment in opposition. Also hearing none, Mayor Connelly closed the public hearing at 7:01 pm.

Council Member Bell moved to adopt the ordinance to rezone 12.048 acres located along the eastern right-of-way of Dickinson Avenue and adjacent to Cross Creek Apartments and Townhomes from RA20 (Residential-Agricultural) to OR (Office-Residential). Council Member Smith seconded the motion, which passed by unanimous vote.

ORDINANCE REQUESTED BY ARLINGTON CROSSING, LLC TO REZONE 5.498 ACRES LOCATED ALONG THE NORTHERN RIGHT-OF-WAY OF WEST ARLINGTON BOULEVARD AND ADJACENT TO THE NORFOLK SOUTHERN RAILROAD FROM MO (MEDICAL-OFFICE) TO MCG (MEDICAL-GENERAL COMMERCIAL)

This item was continued by request of the applicant to April 12th.

OTHER ITEMS OF BUSINESS



REVISED POLICY AND PROCEDURES FOR THE CONDITIONAL SERVICE, SALE, POSSESSION, AND CONSUMPTION OF MALT BEVERAGES AND UNFORTIFIED WINE AT THE TOWN COMMON

Economic Development and Revitalization Manager Roger Johnson presented a revised “Policy and Procedures for the Conditional Service, Sale, and Consumption of Alcoholic Beverages” (Policy) which speaks clearly to the lawful sale, service, and consumption of unfortified wine and/or malt beverages on the Town Common.

Previous language in the Policy stated that only the City or a non-profit organization sponsoring an event was allowed to serve and/or sell malt beverages or unfortified wine at the Town Common upon obtaining all ABC permits issued by the N.C. ABC Commission. Revised language in the Policy states that the City, a non-profit organization, a political organization or any other ABC permittee may serve and/or sell malt beverages and/or unfortified wine at the Town Common upon obtaining all ABC permits issued by the N.C. ABC Commission.

The revised Policy also contains various changes in wording so as to be consistent with North Carolina state law and City of Greenville Code. Such changes do not impact the substance of the original Policy.

Following a brief discussion, Council Member moved to adopt the revised policy and procedures for the conditional service, sale, possession and consumption of malt beverages and unfortified wine at the Town Common. Council Member Smiley seconded the motion, which passed by unanimous vote.

ORDINANCE AMENDING THE NOISE ORDINANCE WITH REGARD TO EVENTS AT THE TOWN COMMON - (ORDINANCE NO. 18-014)

Economic Development and Revitalization Manager Roger Johnson state there are a couple of existing codes that limit the Chief of Police’s ability to provide permits that relate to the noise ordinance. Under the current City Code, events that are conducted, sponsored or sanctioned by the City at Town Common are not exempt from the maximum permitted sound level restrictions. The proposed update to City Code Section 12-5-6 will exempt Town Common from these restrictions. Also, City Code Section 12-5-8(C) states the Chief of Police shall not issue more than two permits (outdoor amplified sound permits or permits to exceed) per month within a 1,000 foot radius of each other, or issue permits for events on consecutive weekends (Friday and Saturday) within a 1,000 foot radius of each other. The proposed change to Section 12-5-8(C) will clarify and exempt Town Common from this restriction.

Upon motion by Council Member Smith and second by Council Member Bell, the City Council voted unanimously to adopt the ordinance amending the noise ordinance with regard to events at the Town Common.



2018-2020 CITY COUNCIL GOALS AND PRIORITIES

City Manager Ann Wall reviewed the list of goals and priorities established by the City Council at their recent Planning Session, and discussed some of the action steps identified by staff that have been associated with each priority.

Goals

- Be a safe community
- Build great places that thrive by creating and sustaining complete neighborhoods, growing a green, resilient, healthy, and vibrant city on both sides of the river
- Grow the economic hub of eastern North Carolina through the proactive recruitment of businesses
- Enhance accessible transportation networks, public building and public infrastructure development
- Build a high performing organization and govern with transparency and fiscal responsibility

Priorities

- Develop a proactive economic development program.
- Continue to maintain and construct core infrastructure in the city.
- Partner with area groups to build a thriving arts and entertainment scene.
- Ensure the cleanliness of the city and beautify entrances to our community.
- Develop and implement a comprehensive approach to storm water management
- Continue to implement the Town Common Master Plan
- Continue to implement the Tar River Legacy Plan including river access and Tar River vantage points
- Enhance public safety through street lighting and cameras
- Build a high performing organization

Upon approval by Council, Ms. Wall stated staff would identify timelines, performance measures and report to Council quarterly on the progress related to these items.

With regard to the Priority to “enhance public safety through street lighting and cameras.” Council Member Smith asked if that can be expanded. It is important for everyone in the community to feel safe and cameras and lighting are good, but they are not always enough. She wants to continue the focus on police community relations.

Ms. Wall suggested approving the item and directing staff to add some additional action steps which address police community relations.

Upon motion by Council Member Smith and second by Mayor Pro-Tem Glover, the City Council voted unanimously to approve the priorities set by the City Council and to allow staff flexibility to add wording related to Police Community Relations.

BUDGET ORDINANCE AMENDMENT #7 TO THE 2017-2018 CITY OF GREENVILLE BUDGET (ORDINANCE #17-040), THE SPECIAL REVENUE GRANTS FUND (ORDINANCE #11-003) AND CAPITAL PROJECTS FUND (ORDINANCE #17-024) - (ORDINANCE NO. 18-015)

Assistant City Manager Michael Cowin stated that Budget Ordinance Amendment #7 includes amendments to the General Fund, Special Revenue Grants Fund, Stormwater Utility Fund and Capital Projects Fund and incorporates approximately five adjustments, which are as follows:



CITY OF GREENVILLE BUDGET ORDINANCE AMENDMENT #7

Description	Funds Impacted	Amount
- Recognize funds received from the U.S. Department of Justice for the COPS 2017 Hiring Program grant award <i>(Local Match Included in FY2017-18 General Fund Budget)</i>	Special Revenue General Fund	\$ 748,284
- Recognize funds received from Governor's Crime Commission for the Transparency and Trust grant award. <i>(Agenda Item #4)</i>	Special Revenue General Fund	\$ 196,710
- Utilization of Federal & State forfeiture funds to purchase various equipment for the Police Dept. <i>(Council approved at 12/14/17 meeting)</i>	General Fund	\$ 69,706
- Transfer funds appropriated for Watershed Master Plan projects from the Stormwater Fund to Enterprise Capital Project Fund	Enterprise Capital Stormwater Fund	\$1,000,000
- Recognize funding to set up utility and water/sewer connection at Westpointe Village park	Capital Projects Funds	\$ 25,000

Upon Council Member Smiley and second by Council Member Bell, the City Council voted unanimously to adopt Budget Ordinance Amendment #7.

DISCUSSION OF VEGETATION REQUIREMENTS FOR BUSINESS EXPANSION

Chief Planner Tom Weitnauer explained the purpose and intent of the Landscape Ordinance:

- To create a better quality of living for the community by encouraging the preservation of
- existing vegetation and to stabilize the environment's ecological balance
- To help reduce the negative impact of glare, noise, trash mitigation, odors, air pollution,
- excessive heat, overcrowding, lack of privacy and visual disorders when incompatible land
- uses adjoin one another
- To promote and preserve the public health, safety and welfare

Mr. Weitnauer stated the 1969 zoning ordinance was the first time landscape was required. At that time, landscape buffers were required when commercial or industrial uses were constructed adjacent to residential uses. The 1991 zoning ordinance was expanded to add compliance with the landscape buffers when buildings and/or parking expanded by 20% or more. A subsequent zoning ordinance added interior landscape requirements and continued the 20% rule for buffers as well as interior landscaping.



Currently, Mr. Weitnauer stated the Landscape Ordinance requires installation of landscaping when:

- Land Uses Change to More Intensive Uses
- Building and/or Parking Expands Lot Coverage by 20% or More
- Value of Proposed Construction/Repairs Exceeds 50% of Current Tax Valuation

When a threshold is crossed, Mr. Weitnauer stated a developer must bring the entire site up to compliance for perimeter landscape buffers, landscape islands in parking lots and street trees. There are, however, circumstances in which the Community Development Director may permit deviations:

- Due to unique physical conditions of the property
- Due to hardship to comply with requirements, not related to expense
- The deviation represents the least possible deviation that will allow reasonable use of property
- Deviation is in harmony with the general purpose of requirements

Mr. Weitnauer reviewed practices of some peer cities and suggested possible amendments to Greenville's ordinance to respond to recent concerns:

- Set requirement for the size of the addition
- Raise % of additions threshold
- Increase % of valuation threshold
- Exempt industrial non-conforming projects
- Revise parking island requirement
- Add more options for deviation review

Mayor Connelly thanked Mr. Weitnauer for his presentation and stated the reason he'd asked that this discussion be included in the agenda was that there have been a couple businesses north of the river looking to expand. One of their issues has been vegetation. He stated he is not looking to lower requirements, but to make it so that they are not intrusive to a business moving forward on an expansion.

City Manager Ann Wall said she senses that the Council is suggesting at looking at flexibility in requirements to assist expanding industry with landscaping requirements.

Council Member Litchfield stated the City needs a common sense approach for other businesses as well.

(ADDED) **DISCUSSION OF POTHOLES**

Council Member Bell stated he had requested an update on the "current state of the roads" in Greenville.



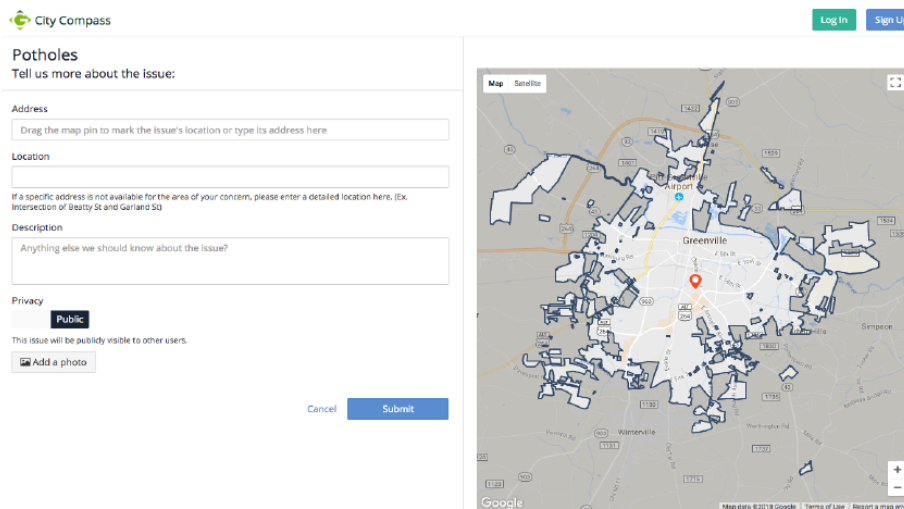
Public Works Director Kevin Mulligan stated that, during a typical year, there are several freeze and thaw events that allow water to get into the cracks in the City's roads and are detrimental to the condition of those roads. January 3rd-9th saw unprecedented cold weather with snow and ice. City crews applied salt to melt the ice, which then refroze overnight. From January to March, City crews have repaired approximately 1,000 potholes. Mr. Mulligan stated he spoke with the NC Department of Transportation (DOT) today and they did not have specific data available, but indicated that within the next month, they expect to put a thin overlay on Dickinson Avenue between Hooker and 14th. He asked them to extend that to Reade.

Mr. Mulligan stated it is the goal that potholes will be filled within 48 hours of the City or DOT being alerted. He reviewed both the City Compass process for reporting potholes and a similar online tool used by DOT for reporting potholes.

Process for Reporting Potholes to City of Greenville

City Compass

- App available for iPhone or Android
- Available online via link on City Website home page
- Call Public Works at 329-4522





Process for Reporting Potholes to NC Department of Transportation

Online Reporting Tool

- Available at www.ncdot.gov/contact/report/pothole

(ADDED) AUTHORIZATION TO APPLY FOR A GRANT FROM THE VIDANT HEALTH FOUNDATION FOR THE SHOT SPOTTER GRANT

Chief of Police Mark Holtzman thanked the City Council for adding this item to the agenda because they are until a timeline to get this application to Vidant tomorrow. Shot Spotter is a tool that can be used to reduce gun violence in the City. It is expensive so he reached out and has received support from East Carolina University, the Housing Authority and the Pitt County Sheriff’s Office to pull some money together to make this happen.

Chief Holtzman stated he would come back with more in-depth information on the program if the grant is awarded. The Vidant grant is a \$180,000 grant awarded as \$60,000 annually over three years.

Chief Holtzman reviewed the long-term goals of the program:



Greenville's Goals:

- Long-Term Goals:
 - More accurate reporting
 - Include shots fired that are never called in
 - Victims can be uncooperative and/or provide inaccurate locations of the incident
 - Build community trust and cooperation
 - 30% decrease in shots fired calls for service
 - Enables better allocation of manpower and proactive patrolling
 - 30% decrease in injuries and death from gunshots
 - 30% decrease in gun related crimes
 - Overall reduction in violent crime in the city

Chief Holtzman reported Shot Spotter cities around the country have experienced an average 35% DECREASE in gunfire incident volume in the first two years of use according to the 2015 National Gunfire Index report. Shot Spotter is already in North Carolina in Wilmington and Rocky Mount, so he went to Wilmington to discuss their implementation and results.

Example: Wilmington, NC

- Implementation:
 - Phase 1 (2011) 3 square miles
 - Phase 2 (2014) expanded to 6 square miles
- Partnerships:
 - Housing Authority
 - Businesses in their downtown area
- Progress:
 - 30% decrease in violent crime
 - Some crime displacement was noted by Wilmington
 - Connect multiple shots fired to one offender/incident
 - Get more guns off the street

Chief Holtzman cited a number of potential partners for Greenville in implementing a Shot Spotter program:



Potential Greenville Partnerships:



- Vidant Medical Center
 - Reduce victims coming into emergency department



- East Carolina University
 - Main Campus and Health Science Campus
 - Upcoming Millennial Campus and Off-Campus Properties
 - Sorority/Fraternity Houses
 - Reduce fear in potential new students and their parents
- Housing Authority
 - Reduce violent crime and improve the image of public housing
- Pitt County Sheriff Department

Chief Holtzman concluded his presentation with a discussion of program costs and potential funding:

Funding:

	FY 2019	FY 2020	FY 2021	FY 2022*
ShotSpotter Service	\$ (225,000)	\$ (195,000)	\$ (195,000)	\$ (195,000)
Vidant	\$ 60,000	\$ 60,000	\$ 60,000	
ECU	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000
GPD – BJAG (Grant)	\$ 31,893	\$ 31,893	\$ 31,893	\$ 31,893
PCSO – BJAG (Grant)	\$ 15,000	**	**	**
Greenville Housing Authority	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Sub-Total Grant/Partner Funding	\$ 177,893	\$ 162,893	\$ 162,893	\$ 102,893
City of Greenville Funding	\$ 47,107	\$ 32,107	\$ 32,107	\$ 92,107



Upon motion by Council Member Smiley and second by Council Member Bell, the City Council voted unanimously to authorize the City to apply for a grant from the Vidant Health Foundation for the Shot Spotter Grant.

CITY MANAGER’S REPORT

City Manager Ann Wall recommended cancelling the March 19th regular 6:00 pm meeting. She stated this cancellation did not impact the 4:00 pm workshop, which will still be held.

Upon motion by Council Member Smith and second by Council Member Bell, the City Council voted unanimously to cancel the March 19th regular 6:00 pm meeting.

City Manager Wall recognized Rik Dicesare, who works in the Public Works Department. The City received a wonderful note from a gentleman from Wilson, who worked with Rik to resolve a pedestrian safety and ADA issue. Mr. Dave Felaphio stated that Mr. Dicesare’s response and follow-through indicated an expertise and true concern with public safety that are not only impressive, but also rare.

City Manager Wall recognized upcoming retirees: Wendy Ross - 30 years, Frank Salvato – 7 years, Celestine Smith – 14 years and Bernita Demery – 30 years.

City Attorney Emanuel McGirt reported that there was a settlement in the case of LCD Acquisitions v. City of Greenville et al. The case was settled via a Consent Order authorized by all the parties and entered by the Court. The trial court entered a Consent Order on February 9, 2018 directing the PZC to issue the Special Use Permit to LCD subject to the conditions in the Consent Order. One of the terms of the order including a provision that upon PZC’s issuance of the special use permit, LCD discharges any claims against the City and City officials including a petition for attorney’s fees.

Since the Council previously went into closed session pursuant to N.C. Gen. Stat. § 143-318.11(a)(3) to discuss this case, the settlement of this case is required to be reported to council and placed in council minutes.

COMMENTS FROM THE MAYOR AND CITY COUNCIL

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



ADJOURNMENT

Council Member Smiley moved to adjourn the meeting, seconded by Council Member Litchfield. There being no further discussion, the motion passed by unanimous vote and Mayor Connelly adjourned the meeting at 8:52 pm.

Respectfully submitted,

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

Carol L. Barwick, CMC
City Clerk



City of Greenville, North Carolina

Meeting Date: 4/9/2018
Time: 6:00 PM

Title of Item: Contract with Cherry Bekaert, LLP for auditing services for Fiscal Year 2017-2018

Explanation: **Abstract:** This item is to approve an audit contract for the fiscal year 2017-2018.

Explanation: On April 30, 2015, Cherry Bekaert, LLP was awarded a contract for auditing services for an intended agreement of five years beginning the fiscal year ending June 30, 2015, and continuing through the fiscal year ending June 30, 2019, subject to annual contract approval by City Council. This is the fourth year of the contract.


The annual contract is attached with the engagement letter describing the auditing services for the fiscal year ending June 30, 2018. The proposed fees for auditing services for the fiscal year ending June 30, 2018 total \$85,000. This is \$500 less than the audit fee for the prior fiscal year ending June 30, 2017, which totaled \$85,500. The annual contract will be authorized once audit fees are approved by City Council.

Fiscal Note: In accordance with the firm's proposal, the cost of the audit for the fiscal year ending June 30, 2018 will be \$85,000. Funds for this contract are available in the Financial Services Department's budget.

Recommendation: Approve the auditing contract with Cherry Bekaert, LLP for the fiscal year ending June 30, 2018.

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

Attachments / click to download

 [Engagement Letter](#)

 [Audit Contract](#)



February 26, 2018

Ms. Bernita Demery
Director of Financial Services
City of Greenville
P.O. Box 7207
Greenville, NC 27835-7207

Dear Ms. Demery:

This engagement letter between City of Greenville (hereinafter referred to as the "City" or "you" or "your" or "management") and Cherry Bekaert LLP (the "Firm" or "Cherry Bekaert" or "we" or "us" or "our") sets forth the nature and scope of the services we will provide, the City's required involvement and assistance in support of our services, the related fee arrangements and other Terms and Conditions, which are attached hereto and incorporated by reference, designed to facilitate the performance of our professional services and to achieve the mutually agreed upon objectives of the City.

SUMMARY OF SERVICES

We will provide the following services to the City as of and for the year ending June 30, 2018:

Audit and attestation services

1. We will audit the basic financial statements of the City as of and for the year ended June 30, 2018 including the governmental activities, the business type activities, each major fund and the remaining fund information.
2. The introductory section and statistical tables accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements and our auditor's report will not provide an opinion or any assurance on that information.
3. We will audit the supplementary information identified in the table of contents of the Comprehensive Annual Financial Report, such as the combining and individual fund statements and schedules and the Schedule of Expenditures of Federal and State Awards. As part of our engagement we will apply certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America.
4. We will apply limited procedures to the Management's Discussion and Analysis (MD&A); Law Enforcement Officers' Special Separation Allowance (LEOSSA) Schedules of Changes in Total Pension Liability and Total Pension Liability as a Percentage of Covered Payroll; Other Post-Employment Benefits (OPEB) Schedules of Funding Progress, Employer Contributions, Changes in the Net OPEB Liability and Related Ratios, Contributions, and Investment Returns; and the Local Governmental Employees' Retirement System Schedules of Proportionate Share of Net Pension Liability (Asset) and Contributions, which will consist of inquiries of City's management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the financial statements.

Item # 2

City of Greenville
February 26, 2018
Page 2

Nonattest accounting and other services

We will provide the following additional services:

1. Assist in the preparation of the financial statements and footnotes.
2. Complete the appropriate sections of and sign the Data Collection Form.
3. Propose year-end adjusting journal entries.

YOUR EXPECTATIONS

Our services plan, which includes our audit plan, is designed to provide a foundation for an effective, efficient, and quality-focused approach to accomplish the engagement objectives and meet or exceed the City's expectations. Our service plan will be reviewed with you periodically and will serve as a benchmark against which you will be able to measure our performance. Any additional services that you may request, and that we agree to provide, will be the subject of separate written arrangements.

The City recognizes that our professional standards require that we be independent from the City in our audit of the City's financial statements and our accompanying report in order to ensure that our objectivity and professional skepticism have not been compromised. As a result, we cannot enter into a fiduciary relationship with the City and the City should not expect that we will act only with due regard to the City's interest in the performance of this audit and the City should not impose on us special confidence that we will conduct this audit with only the City's interest in mind. Because of our obligation to be independent of the City, no fiduciary relationship will be created by this engagement or audit of the City's financial statements.

The engagement will be led by April Adams, who will be responsible for assuring the overall quality, value, and timeliness of the services provided to you.

AUDIT AND ATTESTATION SERVICES

The objective of our audit is the expression of opinions as to whether the City's basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles ("GAAP") and to report on the fairness of the additional information referred to in the Summary of Services section when considered in relation to the basic financial statements taken as a whole. The objective also includes reporting on:

- Internal control over financial reporting and compliance with the provisions of applicable laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance") and the State Single Audit Implementation Act.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control.

City of Greenville
February 26, 2018
Page 3

and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Each report will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the provisions of Uniform Guidance; the Single Audit Act Amendments of 1996; State Single Audit Implementation Act and OMB *Guidance for Grants and Agreements* (2 CFR 200), and will include tests of accounting records, a determination of major programs in accordance with Uniform Guidance, and other procedures as deemed necessary to enable us to express such opinions. We will also issue written reports upon completion of our Single Audit. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express opinions or issue reports, or may withdraw from this engagement.

NONATTEST ACCOUNTING AND OTHER SERVICES

The accounting and other services described in this section are nonaudit services, which do not constitute audit services under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming City's management responsibilities.

Accounting services

We will advise City's management about the application of appropriate accounting principles, and may propose adjusting journal entries to the City's financial statements. The City's management is responsible for reviewing the entries and understanding the nature of any proposed entries and the impact they have on the City's financial statements. If, while reviewing the journal entries, the City's management determines that a journal entry is inappropriate, it will be the City's management's responsibility to contact us to correct it.

Financial statement preparation

We will assist in the preparation of the City's financial statements and related notes, based on information provided by the City. However, the responsibility for the City's financial statements and notes remains with the City's management. This responsibility includes establishing and maintaining adequate records and effective internal controls over financial reporting, the selection and application of accounting principles, the safeguarding of assets, and adjusting the financial statements for any material misstatements as well as reviewing and approving for publication the draft financial statements prepared with our assistance.

Data Collection Form

We will complete the appropriate sections of and sign the Data Collection Form that summarizes our audit findings. We will provide copies of our reports to the City; however, it is the City's management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal and state awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the designated federal audit clearinghouse and, if appropriate, to pass-through

City of Greenville
February 26, 2018
Page 4

entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period.

City's management's responsibilities related to accounting and other services

For all nonattest services we perform in connection with the engagement, you are responsible for designating a competent employee to oversee the services, make any management decisions, perform any management functions related to the services, evaluate the adequacy of the services, and accept overall responsibility for the results of the services.

Prior to the release of the report, the City's management will need to sign a representation letter acknowledging its responsibility for the results of these services.

CITY'S MANAGEMENT'S RESPONSIBILITIES RELATED TO THE AUDIT

The City's management is responsible for (1) designing, implementing, and maintaining effective internal controls, including internal controls over federal and state awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that the City's management and financial information is reliable and properly reported. The City's management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal and state awards and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationship in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

The City's management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which it is aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) the City's management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or other. In addition, you are responsible

City of Greenville
February 26, 2018
Page 5

for identifying and ensuring that the government complies with applicable laws, regulations contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is the City's management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

The City's management is responsible for identifying all federal and state awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal and state awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal and state awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal and state awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal and state awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal and state awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal and state awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period or, if they have changed, the reasons for such changes); and (4) the City has disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal and state awards.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

The City's management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. The City's management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit and Attestation Services section on page 2 of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing City's management views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

City of Greenville
February 26, 2018
Page 6

The City's management agrees to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal and state awards, and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal and state awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal and state awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them. The Firm will rely on the City's management providing these representations to us, both in the planning and performance of the audit, and in considering the fees that we will charge to perform the audit.

FEES

As a result of our previous discussions, the City and Firm have agreed to a fee subject to the following conditions:

The estimated fee contemplates only the services described in the Summary of Services section of this letter. If the City's management requests additional services not listed above, we will provide an estimate of those fees prior to commencing additional work.

The following summarizes the fees for the services described above:

<u>Description of Services</u>	<u>Estimated Fee</u>
Audit services	
Audit of the financial statements	\$ 73,000
Accounting services	
Financial statement preparation	12,000
Total	\$ 85,000

The fees will be billed periodically. Invoices are due on presentation. A service charge will be added to past due accounts equal to 1½% per month (18% annually) on the previous month's balance less payments received during the month, with a minimum charge of \$2.00 per month.

If the foregoing is in accordance with your understanding, please sign a copy of this letter in the space provided and return it to us. If you have any questions, please call April Adams at (919) 782-1040.

Sincerely,

CHERRY BEKAERT LLP

Cherry Bekaert LLP

ATTACHMENT – Engagement Letter Terms and Conditions

CITY OF GREENVILLE

ACCEPTED BY: _____

TITLE: _____ DATE: _____ Item # 2

Cherry Bekaert LLP
Engagement Letter Terms and Conditions

The following terms and conditions are an integral part of the attached engagement letter and should be read in their entirety in conjunction with your review of the letter.

LIMITATIONS OF THE AUDIT REPORT

Should the City wish to include or incorporate by reference these financial statements and our report thereon into *any* other document at some future date, we will consider granting permission to include our report into another such document at the time of the request. However, we may be required by generally accepted auditing standards (“GAAS”) to perform certain procedures before we can give our permission to include our report in another document such as an annual report, private placement, regulator filing, official statement, offering of debt securities, etc. You agree that the City will not include or incorporate by reference these financial statements and our report thereon, or our report into any other document without our prior written permission. In addition, to avoid unnecessary delay or misunderstandings, it is important to provide us with timely notice of your intention to issue any such document.

LIMITATIONS OF THE AUDIT PROCESS

In conducting the audit, we will perform tests of the accounting records and such other procedures as we consider necessary in the circumstances to provide a reasonable basis for our opinion on the financial statements. We also will assess the accounting principles used and significant estimates made by the City’s management, as well as evaluate the overall financial statement presentation.

Our audit will include procedures designed to obtain reasonable assurance of detecting misstatements due to errors or fraud that are material to the financial statements. Absolute assurance is not attainable because of the nature of audit evidence and the characteristics of fraud. For example, audits performed in accordance with GAAS are based on the concept of selective testing of the data being examined and are, therefore, subject to the limitation that material misstatements due to errors or fraud, if they exist, may not be detected. Also, an audit is not designed to detect matters that are immaterial to the financial statements. In addition, an audit conducted in accordance with GAAS does not include procedures specifically designed to detect illegal acts having an indirect effect (e.g., violations of fraud and abuse statutes that result in fines or penalties being imposed on the City) on the financial statements.

Similarly, in performing our audit we will be aware of the possibility that illegal acts may have occurred. However, it should be recognized that our audit provides no assurance that illegal acts generally will be detected, and only reasonable assurance that illegal acts having a direct and material effect on the determination of financial statement amounts will be detected. We will inform you with respect to errors and fraud, or illegal acts that come to our attention during the course of our audit unless clearly inconsequential. In the event that we have to consult with the City’s counsel or counsel of our choosing regarding any illegal acts we identify, additional fees incurred may be billed to the City. You agree that the City will cooperate fully with any procedures we deem necessary to perform with respect to these matters.

We will issue a written report upon completion of our audit of the City’s consolidated financial statements. If, for any reason, we are unable to complete the audit, or are unable to form, or have not formed an opinion on the financial statements, we may decline to express an opinion or decline to issue a report as a result of the engagement. We will notify the appropriate party within your organization of our decision and discuss the reasons supporting our position.

AUDIT PROCEDURES – GENERAL

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve professional judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by the City's management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the City or to acts by the City's management or employees acting on behalf of the City. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of the City's management of any material errors and fraud, or illegal acts that come to our attention during the course of our audit. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditor is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditor.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal and state awards; federal and state award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

AUDIT PROCEDURES – INTERNAL CONTROLS

Our audit will include obtaining an understanding of the City and its environment, including internal controls, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to

Attachment - Page 3

preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to the City's management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

AUDIT PROCEDURES - COMPLIANCE

As part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the City's compliance with provisions of applicable laws and regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City's major programs. The purpose of these procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

NONATTEST SERVICES (IF APPLICABLE)

All nonattest services to be provided in the attached engagement letter (if applicable) shall be provided pursuant to the AICPA Code of Professional Conduct. The AICPA Code of Professional Conduct requires that we establish objectives of the engagement and the services to be performed, which are described under nonattest services in the attached letter.

You agree that the City's designated individual will assume all the City's management responsibilities for the nonattest services we provide; oversee the services by designating an individual, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them. In order to ensure we provide such services in compliance with all professional standards, the designated individual is responsible for-

- Making all financial records and related information available to us.
- Ensuring that all material information is disclosed to us.
- Granting unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- Identifying and ensuring that such nonattest complies with the laws and regulations.

The accuracy and appropriateness of such nonattest services shall be limited by the accuracy and sufficiency of the information provided by the City's designated individual. In the course of providing such nonattest services, we may provide professional advice and guidance based on knowledge of accounting, tax and other compliance, and of the facts and circumstances as provided by the City's designated individual. Such advice and guidance shall be limited as permitted under the Code of Professional Conduct.

COMMUNICATIONS

At the conclusion of the audit engagement, we may provide the City's management and those charged with governance a letter stating any significant deficiencies or material weaknesses which may have been identified by us during the audit and our recommendations designed to help the City make improvements in its internal control structure and operations related to the identified matters discovered in the financial statement audit. As part of this engagement we will ensure that certain additional matters are communicated to the appropriate members of the City. Such matters include (1) our responsibility under GAAS; (2) the initial selection of and changes in significant accounting policies and their application; (3) our independence with respect to the City; (4) the process used by City's management in formulating particularly sensitive accounting estimates and the basis for our conclusion regarding the reasonableness of those estimates; (5) audit adjustments, if any, that could, in our judgment, either individually or in the aggregate be significant to the financial statements or our report; (6) any disagreements with the City's management concerning a financial accounting, reporting or auditing matter that could be significant to the financial statements; (7) our views about matters that were the subject of the City's management's consultation with other accountants about auditing and accounting matters; (8) major issues that were discussed with the City's management in connection with the retention of our services, including, among other matters, any discussions regarding the application of accounting principles and auditing standards; and (9) serious difficulties that we encountered in dealing with the City's management related to the performance of the audit.

We have attached, as required by the North Carolina Local Government Commission, a copy of the report on our most recent peer review.

OTHER MATTERS

Access to working papers

The working papers and related documentation for the engagement are the property of the Firm and constitute confidential information. We have a responsibility to retain the documentation for a period of time to satisfy legal or regulatory requirements for records retention. It is our policy to retain all workpapers and client information for seven years from the date of issuance of the report. It is our policy to retain emails and attachments to emails for a period of 15 months, except as required by any governmental regulation. Except as discussed below, any requests for access to our working papers will be discussed with you prior to making them available to requesting parties. Any parties seeking access to our working papers must agree to sign our standard access letter.

We may be requested to make certain documentation available to regulators, governmental agencies (e.g., SEC, PCAOB, HUD, DOL, etc.) or their representatives ("Regulators") pursuant to law or regulations. If requested, access to the documentation will be provided to the Regulators. The Regulators may intend to distribute to others, including other governmental agencies, our working papers and related documentation without our knowledge or express permission. You hereby acknowledge and authorize us to allow Regulators access to and copies of documentation as requested. In addition, our Firm, as well as all other major accounting firms, participates in a "peer review" program covering our audit and accounting practices as required by the American Institute of Certified Public Accountants. This program requires that once every three years we subject our quality assurance practices to an examination by another accounting firm. As part of the process, the other firm will review a sample of our work. It is possible that the work we perform for the City may be selected by the other firm for their review. If it is, they are bound by professional standards to keep all information confidential. If you object to having the work we do for you reviewed by our peer reviewer, please notify us in writing.

Electronic transmittals

During the course of our engagement, we may need to electronically transmit confidential information to each other, within the Firm, and to other entities engaged by either party. Although email is an efficient way to communicate, it is not always a secure means of communication and thus, confidentiality may be compromised. As an alternative, we recommend using our Client Portal ("Portal") to transmit documents. Portal allows the City, us, and other involved entities to upload and download documents in a secure location. You agree to the use of email, Portal, and other electronic methods to transmit and receive information, including confidential information between the Firm, the City, and other third party providers utilized by either party in connection with the engagement.

Subpoenas

In the event we are requested or authorized by the City, or required by government regulation, subpoena, or other legal process to produce our working papers or our personnel as witnesses with respect to our engagement for the City, the City will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expense, as well as the fees and expenses of our counsel, incurred in responding to such a request at standard billing rates.

Dispute resolution procedures

If any dispute, controversy or claim arises in connection with the performance or breach of this agreement, either party may, on written notice to the other party, request that the matter be mediated. Such mediation would be conducted by a mediator acceptable to both parties. Both parties would exert their best efforts to discuss with each other in good faith their respective positions in an attempt to finally resolve such dispute, controversy, or claim.

Waiver of Trial by Jury

In the event the parties are unable to successfully mediate any dispute, controversy or claim, the parties agree to WAIVE TRIAL BY JURY and agree that the court will hear any matter without a jury.

TERMS AND CONDITIONS SUPPORTING FEE

The estimated fees set forth in the attached engagement letter are based on anticipated full cooperation from the City's personnel, timely delivery of requested audit schedules and supporting information, timely communication of all significant accounting and financial reporting matters, the assumption that unexpected circumstances will not be encountered during the audit, as well as working space and clerical assistance as mutually agreed upon and as is normal and reasonable in the circumstances. We strive to ensure that we have the right professionals scheduled on each engagement. As a result, sudden City requested scheduling changes or scheduling changes necessitated by the agreed information not being ready on the agreed upon dates can result in expensive downtime for our professionals. Any last minute schedule changes that result in downtime for our professionals could result in additional fees. Our estimated fee does not include assistance in bookkeeping or other accounting services not previously described. If for any reason the City is unable to provide such schedules, information and assistance, the Firm and the City will mutually revise the fee to reflect additional services, if any, required of us to achieve these objectives.

The estimated fees contemplate that the City will provide adequate documentation of its systems and controls related to significant transaction cycles and audit areas.

In providing our services, we will consult with the City with respect to matters of accounting, financial reporting or other significant business issues as permitted by professional standards. Accordingly, time necessary to effect a reasonable amount of such consultation is

Attachment - Page 6

reflected in our fee. However, should a matter require research, consultation or audit work beyond that amount, the Firm and the City will agree to an appropriate revision in our fee.

The estimated fees are based on auditing and accounting standards effective as of the date of this engagement letter and known to apply to the City at this time, but do not include any time related to the application of new auditing or accounting standards that impact the City for the first time. If new auditing or accounting standards are issued subsequent to the date of this letter and are effective for the period under audit, we will estimate the impact of any such standard on the nature, timing and extent of our planned audit procedures and will communicate with the City concerning the scope of the additional procedures and the estimated fees.

The City agrees to pay all costs of collection (including reasonable attorneys' fees) that the Firm may incur in connection with the collection of unpaid invoices. In the event of nonpayment of any invoice rendered by us, we retain the right to (a) suspend the performance of our services, (b) change the payment conditions under this engagement letter, or (c) terminate our services. If we elect to suspend our services, such services will not be resumed until your account is paid. If we elect to terminate our services for nonpayment, the City will be obligated to compensate us for all time expended and reimburse us for all expenses through the date of termination.

This engagement letter sets forth the entire understanding between the City and the Firm regarding the services described herein and supersedes any previous proposals, correspondence, and understandings whether written or oral. Any subsequent changes to the terms of this letter, other than additional billings, will be rendered in writing and shall be executed by both parties. Should any portion of this engagement letter be ruled invalid, it is agreed that such invalidity will not affect any of the remaining portions.



American Institute of CPAs
220 Leigh Farm Road
Durham, NC 27707-8110

January 13, 2017

Howard Joseph Kies
Cherry Bekaert LLP
200 S 10th St Ste 900
Richmond, VA 23219

Dear Mr. Kies:

It is my pleasure to notify you that on January 12, 2017 the National Peer Review Committee accepted the report on the most recent system peer review of your firm. The due date for your next review is October 31, 2019. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Sincerely,

A handwritten signature in black ink that reads "Michael Fawley". The signature is written in a cursive, flowing style.

Michael Fawley
Chair—National PRC
nprc@aicpa.org 919 4024502

cc: Marc T. Fogarty; Raymond R Quintin

Firm Number: 10011816

Review Number 451036

Letter ID: 1139057A



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www.eisneramper.com

System Review Report

January 10, 2017

To the Partners of Cherry Bekaert LLP
And the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Cherry Bekaert LLP (the firm), applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*; audits of employee benefit plans, audits performed under FDICIA, and examinations of service organizations [Service Organizations Control (SOC) 1 and SOC 2 engagements].

In our opinion, the system of quality control for the accounting and auditing practice of Cherry Bekaert LLP, applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Cherry Bekaert LLP has received a peer review rating of *pass*.

EisnerAmper LLP
EisnerAmper LLP
Iselin, NJ

CONTRACT TO AUDIT ACCOUNTS

Of City of Greenville
Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

On this 26th day of February, 2018,

Auditor: Cherry Bekaert LLP Auditor Mailing Address: 2626 Glenwood Avenue

Suite 200, Raleigh, NC 27608 Hereinafter referred to as The Auditor

and City Council (Governing Board(s)) of City of Greenville
(Primary Government)

and N/A: hereinafter referred to as the Governmental Unit(s), agree as follows:
(Discretely Presented Component Unit)

1. The Auditor shall audit all statements and disclosures required by accounting principles generally accepted in the United States of America (GAAP) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit (s) for the period beginning July 1, 2017, and ending June 30, 2018. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).
2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with auditing standards generally accepted in the United States of America. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board). **County and Multi-County Health Departments:** The Office of State Auditor (OSA) will require Auditors of these Governmental Units to perform agreed upon procedures (AUPs) on eligibility determination on certain programs. Both Auditor and Governmental Unit agree that Auditor shall complete and report on these AUPs on Eligibility Determination as required by OSA and in accordance with the instructions and timeline provided by OSA.
3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's Auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unqualified opinion being rendered. If during the process of conducting the audit the Auditor determines that it will not be possible to render an unqualified opinion on the financial statements of the unit, the Auditor shall contact the SLGFD staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

Contract to Audit Accounts (cont.) City of Greenville

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the LGC prior to the execution of the audit contract. **If the audit firm received a peer review rating other than pass**, the Auditor shall not contract with the Governmental Unit without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to Government Accounting Standards or if financial statements are not prepared in accordance with GAAP and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the SLGFD within four months of fiscal year end.
Audit report is due on October 31, 2018. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay shall be submitted to the Secretary of the LGC for approval.
7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.
8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. **Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the LGC.** (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoices shall be sent via upload through the current portal address: <http://nctreasurer.slgfd.leapfile.net>. Subject line should read "Invoice – [Unit Name]". The PDF invoice marked 'approved' with approval date shall be returned by email to the Auditor to present to the Governmental Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.
9. In consideration of the satisfactory performance of the provisions of this contract, the Primary Government shall pay to the Auditor, upon approval by the Secretary of the LGC, the fee, which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. (**Note: Fees listed on Fees page.**) This does not include fees for any Pre-Issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item #12).
10. If the Governmental Unit has outstanding revenue bonds, the Auditor shall submit to the SLGFD either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue

Item # 2

Contract to Audit Accounts (cont.) City of Greenville

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

bond rate covenant. Additionally, the Auditor shall submit to the SLGFD simultaneously with the Governmental Unit's audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the fiscal year end.
12. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit shall not be billed for the pre-issuance review. The pre-issuance review shall be performed **prior** to the completed audit being submitted to the SLGFD. The pre-issuance review report shall accompany the audit report upon submission to the SLGFD.
13. The Auditor shall electronically submit the report of audit to the SLGFD as a text-based PDF file when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the SLGFD by any interested parties. **Any subsequent revisions to these reports shall be sent to the Secretary of the LGC along with an Audit report Reissuance form.** These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings, by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit without subsequent consent of the Auditor. If the SLGFD determines that corrections need to be made to the Governmental Unit's financial statements, those corrections shall be provided within three days of notification unless another deadline is agreed to by the SLGFD.

If the OSA designates certain programs to be audited as major programs, as discussed in item #2, a turnaround document and a representation letter addressed to the OSA shall be submitted to the SLGFD.

The SLGFD's process for submitting contracts, audit reports and invoices is subject to change. Auditors shall use the submission process in effect at the time of submission. The most current instructions will be found on our website: <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be varied or changed to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.
15. If an approved contract needs to be amended for any reason, the change shall be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee. This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted through the audit contract portal to the Secretary of the LGC for approval. The portal address to upload the amended contract is <http://nctreasurer.slgfd.leapfile.net> No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

Item # 2

Contract to Audit Accounts (cont.) City of Greenville

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

- 16. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit shall be attached to the contract, and by reference here becomes part of the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item #23 of this contract. Engagement letters containing indemnification clauses shall not be accepted by the SLGFD.
- 17. Special provisions should be limited. Please list any special provisions in an attachment.
See engagement letter.
- 18. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the parent government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.
- 19. The contract shall be executed, pre-audited, physically signed by all parties including Governmental Unit and the Auditor and then submitted in PDF format to the Secretary of the LGC. The current portal address to upload the contractual documents is <http://nctreasurer.slgfd.leapfile.net>. Electronic signatures are not accepted at this time. Included with this contract are instructions to submit contracts and invoices for approval as of November 2017. These instructions are subject to change. Please check the NC Treasurer's web site at <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx> for the most recent instructions.
- 20. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. **The audit should not be started before the contract is approved.**
- 21. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.
- 22. **E-Verify.** Auditor **shall comply** with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor **shall require** such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.
- 23. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted: (See Item #16 for clarification). N/A

SIGNATURE PAGES FOLLOW FEES PAGE

Contract to Audit Accounts (cont.) City of Greenville
Primary Government Unit
N/A
Discretely Presented Component Unit (DPCU) if applicable

FEES – PRIMARY GOVERNMENT

AUDIT: \$ \$73,000

WRITING FINANCIAL STATEMENTS: \$ \$12,000

ALL OTHER NON-ATTEST SERVICES: \$ 0

For all non-attest services the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Governmental Auditing Standards* (as applicable). Bookkeeping and other non-attest services necessary to perform the audit shall be included under this contract. However, bookkeeping assistance shall be limited to the extent that the Auditor is not auditing his or her own work or making management decisions. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience necessary to oversee the services and accept responsibility for the results of the services. Financial statement preparation assistance shall be deemed a “significant threat” requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. The Auditor shall maintain written documentation of his or her compliance with these standards in the audit work papers.

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee.

The 75% cap for interim invoice approval for this audit contract is \$ \$63,750
** NA if there is to be no interim billing

FEES – DPCU (IF APPLICABLE)

AUDIT: \$ N/A

WRITING FINANCIAL STATEMENTS: \$ N/A

ALL OTHER NON-ATTEST SERVICES: \$ N/A

For all non-attest services the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Governmental Auditing Standards* (as applicable). Bookkeeping and other non-attest services necessary to perform the audit shall be included under this contract. However, bookkeeping assistance shall be limited to the extent that the Auditor is not auditing his or her own work or making management decisions. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience necessary to oversee the services and accept responsibility for the results of the services. Financial statement preparation assistance shall be deemed a “significant threat” requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. The Auditor shall maintain written documentation of his or her compliance with these standards in the audit work papers.

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee.

The 75% cap for interim invoice approval for this audit contract is \$ N/A
** NA if there is to be no interim billing

Contract to Audit Accounts (cont.) City of Greenville

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

Audit Firm Signature:

Cherry Bekaert LLP

Name of Audit Firm

By April Adams

Authorized Audit firm representative name: Type or print

April Adams

Signature of authorized audit firm representative

Date February 26, 2018

aadams@cbh.com

Email Address of Audit Firm

Governmental Unit Signatures:

City of Greenville

Name of Primary Government

By _____

Mayor / Chairperson: Type or print name and title

Signature of Mayor/Chairperson of governing board

Date _____

By _____

Chair of Audit Committee - Type or print name

Signature of Audit Committee Chairperson **

Signature of Audit Committee Chairperson

Date _____

*** If Governmental Unit has no audit committee, mark this section "N/A"*

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)

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

By _____

Primary Government Unit Finance Officer:

Type or print name

Primary Government Finance Officer Signature

Date _____

*(Pre-audit Certificate **must be dated.**)*

Email Address of Finance Officer

Date Primary Government Governing Body Approved Audit Contract - G.S. 159-34(a)

*****Please provide us the most current email addresses available as we use this information to update our contact database*****

Contract to Audit Accounts (cont.) City of Greenville

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

**** This page to only be completed by Discretely Presented Component Units If Applicable ****

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

DPCU Governmental Unit Signatures:

N/A

Name of Discretely Presented Component Unit

By _____

DPCU Board Chairperson: Type or print name and title

Signature of Chairperson of DPCU governing board

Date _____

By _____

Chair of Audit Committee - Type or print name

**

Signature of Audit Committee Chairperson

Date _____

*** If Governmental Unit has no audit committee, mark this section "N/A"*

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28

(a)

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

By _____

DPCU Finance Officer:

Type or print name

DPCU Finance Officer Signature

Date _____

*(Pre-audit Certificate **must be dated.**)*

Email Address of Finance Officer

Date DPCU Governing Body Approved Audit Contract - G.S. 159-34(a)

*****Please provide us the most current email addresses available as we use this information to update our contact database*****

Contract to Audit Accounts (cont.) City of Greenville

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

Steps to Completing the Audit Contract

1. Complete the header information – If a DPCU is subject to the audit requirements found in the Local Government Budget and Fiscal Control Act and a separate report is being issued for that DPCU, a separate audit contract for the DPCU is required. If a separate report is not being issued for the DPCU – it is being included in the Primary Government’s audit – the DPCU shall be named with the Primary Government on the audit contract for the Primary Government. The Board Chairperson of the DPCU shall sign the audit contract in addition to the elected leader of the Primary Government.
2. Item No. 1 – Complete the period covered by the audit
3. Item No. 6 – Fill in the audit due date. For Governmental Unit (s), the contract due date can be no later than 4 months after the end of the fiscal year, even though amended contracts may not be required until a later date.
4. Item No. 8 – If the process for invoice approval instructions changed, the Auditor should make sure he and his administrative staff are familiar with the current process. Instructions for each process can be found at the following link. <https://www.nctreasurer.com/sgl/Pages/Audit-Forms-and-Resources.aspx>
5. Item No. 9 –Please note that the new fee section has been moved to page 5.
6. Item No. 16 – Has the engagement letter been attached to the contract that is being submitted to SLGFD?
 - a. Do the terms and fees specified in the engagement letter agree with the Audit contract? *“In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence.”*
 - b. Does the engagement letter contain an indemnification clause? **The audit contract shall not be approved if there is an indemnification clause – refer to LGC Memo # 986.**
7. Complete the fee section for BOTH the Primary Government and the DPCU (if applicable) on the fees page; please note:
 - The cap on interim payments is 75% of the current audit fee for services rendered if the contracted fee amount is a fixed amount. If any part of the fee is variable, interim payments are limited to 75% of the prior year’s total audit fee. If the contract fee is partially variable, we shall compare the authorized interim payment on the contract to 75% of last year’s actual approved total audit fee amount according to our records. There is a report of audit fees paid by each governmental unit on our web site: https://www.nctreasurer.com/sgl/lfm/audit_acct/Pages/default.aspx select “audit fees”

Please call or email Lorna Hodge at 919-814-4299 lorna.hodge@nctreasurer.com if you have any questions about the fees on this list.

 - For variable fees for services, are the hourly rates or other rates clearly stated in detail? If issued separately in an addendum, has the separate page been acknowledged in writing by the Governmental Unit?

Contract to Audit Accounts (cont.) City of Greenville

Primary Government Unit

N/A

Discretely Presented Component Unit (DPCU) if applicable

- For fees for services that are a combination of fixed and variable fees, are the services to be provided for the fixed portion of the fee clearly stated? Are the hourly rates or other rates clearly stated for the variable portion of the fee? (Note: See previous bullet point regarding variable fees.)
 - If there is to be no interim billing, please indicate N/A instead of leaving the line blank.
8. Signature Area – There are now 2 Signature Pages: one for the Primary Government and one for the DPCU. Please only send the page(s) that are applicable to your Unit of Government and do not include the instructions pages. Make sure all signatures have been obtained, and properly dated. **The contract shall be approved by Governing Boards pursuant to G.S. 159-34(a).** If this contract includes the audit for a DPCU that is a Public Authority that falls under the Local Government Budget and Fiscal Control Act, it shall be named in this contract and the Board Chairperson of the DPCU also shall sign the contract in the area indicated. If the DPCU is filing a separate audit, a separate audit contract is required for that DPCU.
9. Please place the date the Primary Government’s Governing Board and the DPCU’s Governing Board (if applicable) approved the audit contract in the space provided.
- a. Please make sure that you provide email addresses for the audit firm and finance officer as these will be used to communicate official approval of the contract.
 - b. Has the pre-audit certificate for the Primary Government (and the DPCU if applicable) been signed and dated by the appropriate party?
 - c. Has the name and title of the Mayor or Chairperson of the Unit’s Governing Board and the DPCU’s Chairperson (if applicable) been typed or printed on the contract and has he/she signed in the correct area directly under the Auditor’s signature?
10. If the Auditor is performing an audit under the yellow book or single audit rules, has year-end bookkeeping assistance been limited to those areas permitted under the revised GAO Independence Standards? Although not required, we encourage Governmental Units and Auditors to disclose the nature of these services in the contract or an engagement letter. Fees for these services should be shown in the space indicated on the fees page.
11. Has the most recently issued peer review report for the audit firm been included with the contract? This is required if the audit firm has received a new peer review report that has not yet been forwarded to us. The audit firm is only required to send the most current Peer Review report to us once – not multiple times.
12. After all the signatures have been obtained and the contract is complete, please convert the contract and all other supporting documentation to PDF. **When submitting for approval combine and send the documents as one PDF file to include the Audit contract, any applicable addendums, the engagement letter and Peer Review Report.** Submit these documents using the most current submission process which can be obtained at the NC Treasurer’s web site
<https://www.nctreasurer.com/slg/Audit%20Forms%20and%20Resources/Instructions%20for%20Contract%20Submission.pdf>
13. If an audit cannot be completed by the due date, the Auditor or Governmental Unit shall file an Amended Contract form (Amended LGC-205). This form shall be signed by the Governmental Unit representative and the Auditor. The explanation for the delay in completing the audit is part of this contract amendment form and shall be provided. The parties that signed the original audit contract shall sign the amended contract form as well. If the signing representatives are unable to sign the amended contract, please include an explanation for this in the submitted amended contract form.

Item # 2



City of Greenville, North Carolina

Meeting Date: 4/9/2018
Time: 6:00 PM

Title of Item: Various tax refunds greater than \$100

Explanation: **Abstract:** Pursuant to North Carolina General Statute 105-381, refunds are being reported to City Council. These are refunds created by a change or release of value for City of Greenville taxes by the Pitt County Tax Assessor. Pitt County Commissioners have previously approved these refunds; they are before City Council for their approval as well. These refunds will be reported as they occur when they exceed \$100.

Explanation: The Director of Financial Services reports refunds of the following taxes:

<u>Payee</u>	<u>Adjustment Refunds</u>	<u>Amount</u>
Dail, Ronnie D.	Registered Property Taxes	\$174.07
Luna, Audencio	Registered Property Taxes	\$171.36
Nichols, Sandra H.	Registered Property Taxes	\$116.56
Sanchez, Ricardo	Registered Property Taxes	\$533.89
Garcia, Miquel	Registered Property Taxes	\$107.96
Greenville Utilities Commission (GUC)	Registered Motor Vehicle	\$426.05
Majette Family Limited Partnership	Registered Property Taxes	\$788.47
	REFUNDS TOTAL:	\$2,318.36

Fiscal Note: The total to be refunded is \$2,318.36.

Recommendation: Approval of tax refunds by City Council

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Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 4/9/2018
Time: 6:00 PM

Title of Item: Letter of endorsement for NC Arts Council SmART Initiatives Grant

Explanation: **Abstract:** The NC Arts Council has invited the Pitt County Arts Council, in partnership with the City of Greenville, to apply to become the next SmART City through the SmART Initiatives grant. The application for the grant must include a letter of endorsement from the Greenville City Council.

Explanation: The NC Arts Council SmART Initiative is a catalyst for arts-driven economic development projects across the state. Through this effort, the NC Arts Council works with arts groups, private developers, and local governments to develop creative place-making projects that reflect the unique character of the SmART community and demonstrate sustainable economic development. Burnsville, Durham, Wilson, and Kinston are also SmART communities.

The effort will include a planning phase as well as implementation phase.

A draft letter of endorsement is attached for Council's consideration.

Fiscal Note: The NC Arts Council, City, and private sector will share in the cost. The Pitt County Arts Council will request \$15,000 from the City of Greenville for the next two years. These funds will be matched with private sector dollars.

Recommendation: Approve the submission of the letter of endorsement for the Pitt County Arts Council's application for a SmART Initiatives grant through the NC Arts Council.

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Attachments / click to download

[Letter of Endorsement for SmART Grant](#)

April 9, 2018

Ms. Leigh Ann Wilder
North Carolina Arts Council
4632 Mail Service Center
Raleigh, NC 27699-4632

RE: Letter of Endorsement for SmART Initiatives Grant – Greenville, NC

Dear Ms. Wilder:

On behalf of the Greenville City Council, it is my pleasure to enthusiastically endorse this application to the North Carolina Arts Council SmART Initiatives grant program. The Pitt County Arts Council has been a long-standing City partner, and we are committed to assisting them on this grant application. This application follows through on public arts and arts district planning, as well as programmatic work that we have completed with the Pitt County Arts Council. At our recent Council planning session, the Council focused on economic development and quality of life issues; furthermore, the City Council identified Arts & Entertainment as a top priority.

The City of Greenville knows that creative placemaking, arts planning, and implementation can transform our Center City. We are committed to support this grant endeavor, as well as work together with the Pitt County Arts Council to create an incredible SmART plan.

On behalf of the Greenville City Council and the nearly 91,000 residents, I hope that the North Carolina Arts Council will look favorably on this application and choose to make an investment in the arts in our growing city.

We thank you for the opportunity to apply, and for considering our application. We look forward to becoming the next SmART City!

Sincerely,

PJ Connelly
Mayor



City of Greenville, North Carolina

Meeting Date: 4/9/2018
Time: 6:00 PM

Title of Item: Presentations by Boards and Commissions:

- a. Recreation and Parks Commission
- b. Bicycle and Pedestrian Commission

Explanation: The Recreation and Parks Commission and the Bicycle and Pedestrian Commission are scheduled to make their annual presentations to City Council at the April 9, 2018 meeting.

Fiscal Note: No direct cost.

Recommendation: Hear presentations from the Recreation and Parks Commission and the Bicycle and Pedestrian Commission.

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Attachments / click to download



City of Greenville, North Carolina

Meeting Date: 4/9/2018
Time: 6:00 PM

Title of Item: Resolution authorizing the conveyance of City-owned property at 801 Vanderbilt Lane to Habitat for Humanity of Pitt County

Explanation: **Abstract:** Habitat for Humanity of Pitt County would like to construct an affordable single-family home on a buildable City-owned parcel at 801 Vanderbilt Lane. The parcel is located within the West Greenville Certified Redevelopment Area. Staff recommends conveyance of the parcel by means of private sale to Habitat for Humanity of Pitt County in accordance with the provisions of North Carolina General Statutes 160A-456(b) and 157-9.

Explanation: Habitat for Humanity of Pitt County has requested that the City donate to them the City-owned property at 801 Vanderbilt Lane. Habitat for Humanity intends to construct a single-family home on the property for an approved low-income homebuyer. The terms of the sale would be to convey the lot to Habitat for Humanity of Pitt County in exchange for the construction of an affordable single-family home. The home must meet the City of Greenville's new home standards.

Since its inception in 1990, Habitat for Humanity of Pitt County has built 79 homes for low-moderate income families in Pitt County. Habitat for Humanity of Pitt County intends to use at minimum \$80,000 - \$90,000 dollars of its own resources and funding to construct the home.

Developing partnerships is a primary objective for the City's Housing Division, as noted in numerous planning studies and its HUD Consolidated Plan. Partnerships such as these allow the City to leverage additional funding dollars, share resources and expertise, and develop programs that will truly benefit the community. Habitat for Humanity of Pitt County will be carrying out a documented City of Greenville objective within the West Greenville Certified Redevelopment Area. Providing affordable homeownership opportunities to low-moderate income families in the West Greenville Certified Redevelopment Area has consistently been a top priority for the City of Greenville.

Fiscal Note: The appraised value of the lot is \$7,000.

Recommendation: Adopt the resolution authorizing the conveyance of 801 Vanderbilt Lane, Pitt County parcel number 10170, to Habitat for Humanity of Pitt County to develop one (1) affordable single-family home.

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

Attachments / click to download

- [801 Vanderbilt Lane](#)
 - [Resolution 801 Vanderbilt Lane 1077714](#)
-

RESOLUTION NO. ___-18

RESOLUTION AUTHORIZING THE CONVEYANCE OF PROPERTY LOCATED AT
801 VANDERBILT LANE TO HABITAT FOR HUMANITY OF PITT COUNTY

WHEREAS, the City of Greenville recognizes the importance of affordable housing for low to moderate income families;

WHEREAS, the City of Greenville is authorized pursuant to North Carolina General Statute 160A-279 to convey property to a non-profit entity for affordable housing purposes as permitted by North Carolina General Statutes 160A-456(b) and 157-9;

WHEREAS, the City of Greenville, during the April 9, 2018, meeting, heard a request to convey the property located at 801 Vanderbilt Lane to Habitat for Humanity of Pitt County for the purpose to build an affordable single-family home for a low-moderate income family;

WHEREAS, a condition of the conveyance will be that the home must remain affordable for a period of five (5) years and must be sold to a low to moderate income family; and

WHEREAS, North Carolina General Statute 160A-279 authorizes a conveyance of property to Habitat for Humanity of Pitt County for affordable housing purposes as permitted by North Carolina General Statutes 160A-456(b) and 157-9;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Greenville that it does hereby authorize the conveyance of property consisting of tax parcel #10170 located at 801 Vanderbilt Lane to Habitat for Humanity of Pitt County with the condition that the use of the property is limited to affordable housing for low-moderate income families.

BE IT FURTHER RESOLVED by the City Council of the City of Greenville that the said request by Habitat for Humanity of Pitt County to have property located at 801 Vanderbilt Lane be conveyed to them for the consideration of the use of the property which is consistent with the aforementioned conditions is to be accomplished by a deed executed by the Mayor and the Clerk.

This the 9th day of April, 2018

P.J. Connelly, Mayor

ATTEST:

Carol L. Barwick, City Clerk

RECEIVED



January 10, 2018

JAN 16 2018

Ann Wall, City Manager
City of Greenville
City Manager's Office
P.O. Box 7207
Greenville, NC 27835-7207

CITY MANAGER'S OFFICE

Dear Ms. Wall:

First and foremost, welcome to Greenville. I hope your transition to our city has been smooth and rewarding so far. Greenville has been my home for 53 years and in that time I have seen many positive changes in our community.

Currently I am serving in a meaningful role as the Executive Director for Habitat for Humanity of Pitt County. Habitat for Humanity is a non-profit organization that works in partnership with low income families currently living in substandard housing conditions. Habitat builds homes for these families, selling the structure at appraised value while providing modest, affordable mortgage payments with a zero interest loan. Partnering Habitat families work alongside volunteers in the actual homebuilding process, and complete in excess of 300 hours of "sweat equity". Budget counseling and home buyer education courses are required before receiving the keys to their Habitat home.

In order for our organization to continue to provide affordable homes with zero interest mortgage loans to low income families it is necessary to control costs and receive support from a variety of entities and partners. We rely heavily on monetary donations from individuals and foundations, building material donations from corporations, and land donations from either the public or private sector.

Currently, Habitat for Humanity has built and deeded 79 homes in Pitt County to low income families. This has allowed the opportunity for partnering families to move out of substandard living environments and into safe, decent, affordable energy efficient homes. Habitat for Humanity has built many homes in the Greenville area in efforts to better the community and help in the West Greenville Revitalization Project.

With this in mind, Habitat for Humanity would like to request a donation of a home site on Vanderbilt Lane for an approved low income family that would like to reside in this area. The parcel number is 10170. We would also hope to build homes in the near future on adjacent parcels (04320 and 04317) and would like to request a first right of refusal for these lots as well.

Habitat for Humanity greatly appreciates the donations the City of Greenville has provided in the past, and looks forward to future partnering opportunities. Together our efforts can provide deserving low income families a better place to live for many years to come.

Thank you for your kind consideration.

Sincerely yours,

A handwritten signature in black ink, appearing to read "J. Scott Johnson", is written over a horizontal line.

J. Scott Johnson
Executive Director

Cc: Ken Graves, Interim Director of Community Development

210 E. 14 Street, Suite D - Greenville, NC 27858 - 252.758.2947
scott.johnson@habitatpittco.org - www.habitatpittco.org



**801 Vanderbilt Lane
3 bed/1 bath example**



City of Greenville, North Carolina

Meeting Date: 4/9/2018
Time: 6:00 PM

Title of Item: Contract Award for Town Common Restroom Construction

Explanation: **Abstract:** The Greenville Recreation and Parks Department (GRPD) conducted an informal bid process and determined that Unshakable Builders LLC was the lowest responsible and responsive bidder for the Town Common Restroom project. GRPD is requesting that the construction contract for this project be awarded to Unshakable Builders LLC in the total amount of \$422,400.

Explanation: In September 2017, the City entered into a contract with BW Architecture, PLLC for architectural and engineering services related to the Town Common Restroom Project. BW Architecture completed the construction documents and specifications on January 10, 2018, and issued an advertisement for bids on January 22, 2018. On February 15, 2018, three bids were received and, following the City's evaluation of the proposals, all three were rejected. Justification for rejection was that the lowest bid was nonresponsive, and the two other proposals exceeded the project budget.

On February 19, 2018, staff met with BW Architecture and The East Group to discuss a value management plan in an effort to reduce the cost of the project. The design team incorporated the value management recommendations, and on March 5, 2018, resubmitted the plans and specifications for bidding. As part of the value management plan, GRPD opted to split the restroom building and the site work into two separate bid packages in hopes of fostering an increase in the number of prospective bidders and the probability of receiving bids which were more competitive.

On March 22, 2018, a total of three bids was received -- two for the restroom building and one for the site work. After careful evaluation of the bid results for the second bid opening, the City rejected the bids yet again because they exceeded the project budget. Additionally, it was discovered that two of the previous bidders chose not to submit a bid in response to the second advertisement. A phone debriefing with the referenced contractors revealed that splitting the project into separate bid packages made the project less profitable and less desirable to

those contractors.

On March 27, 2018, GRPD issued an advertisement for bids for a third time, again combining the restroom building and site work into a single bid package. On April 3, 2018, three bid proposals were received, and after evaluating each proposal, GRPD certified Unshakeable Builders LLC as the lowest responsible and responsive bidder at \$440,000. After additional conversation with Unshakeable Builders, an agreement was made to reduce the amount of the performance bond by 4% which reduced the overall contract amount to \$422,400. This reduction in the performance bond will not impact the scope or guarantees related to the project.

This bid represents \$120,000 in site work and utilities (subcontracted) and \$302,400 for the building itself.

Fiscal Note:

Within the FY 2016-17 budget, City Council approved Capital Improvement Plan (CIP) funding for improvements at the Town Common in the amount of \$851,663. Expenditures totaling \$323,796 have been encumbered for architectural and engineering design services for the Sycamore Hill Gateway Plaza. This leaves approximately \$527,867 available in the Town Common project. The City will enter into a contract with Unshakeable Builders LLC for a total of \$422,400.

Recommendation:

Approve the contract award to Unshakable Builders LLC for the construction of the restroom at the Town Common for a total amount of \$422,400 and authorize execution of the contract by the City Manager.

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

Attachments / click to download

 [Unskakeable](#)

FORM OF PROPOSAL

FORM OF PROPOSAL

From: Unshakable Builders LLC Contract: _____
 Address: 3107 S. Evans Blvd. Bidder: Dewitt Newbirk
 To: City of Greenville Date: 3/30/18

The undersigned, as bidder, hereby declares that the only person or persons interested in this proposal as principal or principals is or are named herein and that no other person than herein mentioned has any interest in this proposal or in the contract to be entered into; that this proposal is made without connection with any other person, company or parties making a bid or proposal; and that it is in all respects fair and in good faith without collusion or fraud. The bidder further declares that he has examined the site of the work and the contract documents relative thereto, and has read all special provisions furnished prior to the opening of bids; that he has satisfied himself relative to the work to be performed.

The Bidder proposes and agrees if this proposal is accepted to contract with the

City of Greenville

in the form of contract specified below, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary to complete the construction of

Town Common Restroom Building (Building only – excluding Sitework)

1st St. Greenville, NC

in full in complete accordance with the plans, specifications and contract documents, to the full and entire satisfaction of the Owner and/or Architect with a definite understanding that no money will be allowed for extra work except as set forth in the General Conditions and the contract documents, for the sum of:

SINGLE PRIME CONTRACT:

Base Bid:

four hundred & twenty thousand dollars _____ (\$)440,000
 Verbal amount Dollar Amount

Major Subcontractors:

Plumbing BA. Plumbing Lic 22125
 Mechanical Ben Beachum Lic 18827
 Electrical David Battic Lic 24481

NC GS143-128(d) requires all single prime bidders to identify their subcontractors for the above subdivisions of work. A contractor whose bid is accepted shall not substitute any person as subcontractor in the place of the subcontractor listed in the original bid, except (i) if the listed subcontractor's bid is later determined by the contractor to be non-responsible or non-responsive or the listed subcontractor refuses to enter into a contract for the complete performance of the bid work, or (ii) with the approval of the awarding authority for good cause shown by the contractor.

FORM OF PROPOSAL

ALTERNATES:

The Base Bid constitutes the primary choice of the Owner with respect to the pertinent specifications for construction, materials, equipment and supplies. The Owner reserves the right to accept or reject any or all Alternates, in any combination with the Base Bid, in accordance with the general provisions of the Form of Construction Contract. Should any of the alternates as described in the contract documents be accepted, the amount written below shall be the amount to be "added to" or "deducted from" the base bid. (Strike out "Add" or "Deduct" as appropriate.)

NO ALTERNATE BIDS REQUIRED.

UNIT PRICES

Unit prices quoted and accepted shall apply throughout the life of the contract, except as otherwise specifically noted. Unit prices shall be applied, as appropriate, to compute the total value of changes in the base bid quantity of the work all in accordance with the contract documents.

SINGLE PRIME CONTRACT:

No. 1 <u>Unclassified Excavation (Disposal off Site)</u> Earthwork excavation as defined and specified in 02200 Earthwork	<u>cubic yards</u>	Unit Price (\$) <u>25</u>
No. 2 <u>Off-Site Select Borrow Fill (installed)</u> Earthwork fill as defined and specified in 02200 Earthwork	<u>cubic yards</u>	Unit Price (\$) <u>22</u>
No. 3 <u>#57 or #67 Stone (installed)</u> Class 1, ASTM C33, coarse aggregate No. 57 stone backfill as directed by the Engineer	<u>ton</u>	Unit Price (\$) <u>60</u>

The bidder further proposes and agrees hereby to commence work under this contract on a date to be specified in a written order of the designer and shall fully complete all work thereunder within the time specified in the Supplementary General Conditions Article 23. Applicable liquidated damages amount is also stated in the Supplementary General Conditions Article 23.

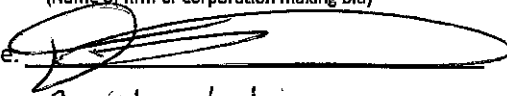
FORM OF PROPOSAL

Proposal Signature Page

The undersigned further agrees that in the case of failure on his part to execute the said contract and the bonds within ten (10) consecutive calendar days after being given written notice of the award of contract, the certified check, cash or bid bond accompanying this bid shall be paid into the funds of the owner's account set aside for the project, as liquidated damages for such failure; otherwise the certified check, cash or bid bond accompanying this proposal shall be returned to the undersigned.

Respectfully submitted this 30 day of March, 2018.

Submitted By: Unshakable Builders LLC
(Name of firm or corporation making bid)

Authorized Signature: 

Signed By: Dewitt Newkirk
Type or Print Name

Title: Owner
Owner/Partner/President/Vice President

Email Address: dnewkirk@unshakablebuilders.com

Address: 3107 S. Evans Blvd.

License #: 71924

(Affix Corporate Seal Here)

Federal ID #: 20-481020

WITNESS Signature: Ch Duncan

Signed By: Haylei Duncan
Type or Print Name

Title: Secretary
Corporate Secretary of Assistant Secretary

Acknowledgement of Addendum(s) received and used in preparation of this bid:

Add. No. 1

Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid

**City of Greenville/Greenville Utilities Commission
Minority and Women Business Enterprise (MWBE) Program**

**City of Greenville
Construction Guidelines and Affidavits
\$100,000 and above**

These instructions shall be included with each bid solicitation.

Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid

City of Greenville/Greenville Utilities Commission Minority and Women Business Enterprise Program

\$100,000 and Construction Guidelines for MWBE Participants

Policy Statement

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

Goals and Good Faith Efforts

Bidders responding to this solicitation shall comply with the MWBE program by making Good Faith Efforts to achieve the following aspiration goals for participation.

	CITY	
	MBE	WBE
Construction This goal includes Construction Manager at Risk.	10%	6%

Bidders shall submit MWBE information with their bids on the forms provided. This information will be subject to verification by the City prior to contract award. **As of July 1, 2009, contractors, subcontractors, suppliers, service providers, or MWBE members of joint ventures intended to satisfy City MWBE goals shall be certified by the NC Office of Historically Underutilized Businesses (NC HUB) only.** Firms qualifying as "WBE" for City's goals must be designated as a "women-owned business" by the HUB Office. Firms qualifying as "MBE" for the City's goals must be certified in one of the other categories (i.e.: Black, Hispanic, Asian American, American Indian, Disabled, or Socially and Economically Disadvantaged). Those firms who are certified as both a "WBE" and "MBE" may only satisfy the "MBE" requirement. **Each goal must be met separately. Exceeding one goal does not satisfy requirements for the other.** A complete database of NC HUB certified firms may be found at <http://www.doa.nc.gov/hub/>. An internal database of firms who have expressed interest to do business with the City and GUC is available at www.greenvillenc.gov. However, the HUB status of these firms must be verified by the HUB database. The City shall accept NCDOT certified firms on federally funded projects only. **Please note: A contractor may utilize any firm desired. However, for participation purposes, all MWBE vendors who wish to do business as a minority or female must be certified by NC HUB.**

The Bidder shall make good faith efforts to encourage participation of MWBEs prior to submission of bids in order to be considered as a responsive bidder. Bidders are cautioned that even though their submittal indicates they will meet the MWBE goal, they should document their good faith efforts and be prepared to submit this information, if requested.

The MWBE's listed by the Contractor on the **Identification of Minority/Women Business Participation** which are determined by the City to be certified shall perform the work and supply the materials for which they are listed unless the Contractors receive prior authorization from the City to perform the work with other forces or to obtain materials from other sources. If a contractor is proposing to perform all elements of the work with his own forces, he must be prepared to document evidence satisfactory to the owner of similar government contracts where he has self-performed.

Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid
The Contractor shall enter into and supply copies of fully executed subcontracts with each MWBE or supply signed Letter(s) of Intent to the Project Manager after award of contract and prior to Notice to Proceed. Any amendments to subcontracts shall be submitted to the Project Manager prior to execution.

Instructions

The Bidder shall provide with the bid the following documentation:

Identification of Minority/Women Business Participation
(if participation is zero, please mark zero—Blank forms will be considered nonresponsive)

Affidavit A (if subcontracting)

OR

Identification of Minority/Women Business Participation
(if participation is zero, please mark zero—Blank forms will be considered nonresponsive)

Affidavit B (if self-performing; must attest that bidder does not customarily subcontract work on this type of project—includes supplies and materials)

Within 72 hours or 3 business days after notification of being the apparent low bidder who is subcontracting anything must provide the following information:

Affidavit C (if aspirational goals are met or are exceeded)

OR

Affidavit D (if aspirational goals are not met)

After award of contract and prior to issuance of notice to proceed:

Letter(s) of Intent or Executed Contracts

****With each pay request, the prime contractors will submit the Proof of Payment Certification, listing payments made to MWBE subcontractors.**

*****If a change is needed in MWBE Participation, submit a Request to Change MWBE Participation Form. Good Faith Efforts to substitute with another MWBE contractor must be demonstrated.**

Minimum Compliance Requirements:

All written statements, affidavits, or intentions made by the Bidder shall become a part of the agreement between the Contractor and the City for performance of contracts. Failure to comply with any of these statements, affidavits or intentions or with the minority business guidelines shall constitute a breach of the contract. A finding by the City that any information submitted (either prior to award of the contract or during the performance of the contract) is inaccurate, false, or incomplete, shall also constitute a breach of the contract. Any such breach may result in termination of the contract in accordance with the termination provisions contained in the contract. It shall be solely at the option of the City whether to terminate the contract for breach or not. In determining whether a contractor has made Good Faith Efforts, the CITY will evaluate all efforts made by the Contractor and will determine compliance in regard to quantity, intensity, and results of these efforts.

MBForms 2002-
Revised July 2010
Updated 2015

Item # 7

DOC #586829

Identification of Minority/Women Business Participation

1. Unshakable Builders LLC

(Name of Bidder)

do hereby certify that on this project, we will use the following minority/women business enterprises as construction subcontractors, vendors, suppliers or providers of professional services.

Firm Name, Address and Phone #	Work type	*MWBE Category
Cromo Construction LLC	site work	MBE HUB (B)
Elite Supply Company LLC		
Elite Supply Company LLC	supply materials	WBE (F)(D)

*MWBE categories: Black, African American (B), Hispanic, Latino (L), Asian American (A) American Indian (I), Female (F) Socially and Economically Disadvantaged (S) Disabled (D)

If you will not be utilizing MWBE contractors, please certify by entering zero "0"

The total value of MBE business contracting will be (\$) 120,000.

The total value of WBE business contracting will be (\$) 50,000.

Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid Attach to Bid

City of Greenville AFFIDAVIT A – Listing of Good Faith Efforts

County of Pitt

(Name of Bidder)

Affidavit of Unshakable Builders LLC

I have made a good faith effort to comply under the following areas checked:

Bidders must earn at least 50 points from the good faith efforts listed for their bid to be considered responsive. (1 NC Administrative Code 30 I.0101)

- 1 – (10 pts) Contacted minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor, or available on State or local government maintained lists, at least 10 days before the bid date and notified them of the nature and scope of the work to be performed.
- 2 --(10 pts) Made the construction plans, specifications and requirements available for review by prospective minority businesses, or providing these documents to them at least 10 days before the bids are due.
- 3 – (15 pts) Broken down or combined elements of work into economically feasible units to facilitate minority participation.
- 4 – (10 pts) Worked with minority trade, community, or contractor organizations identified by the Office of Historically Underutilized Businesses and included in the bid documents that provide assistance in recruitment of minority businesses.
- 5 – (10 pts) Attended prebid meetings scheduled by the public owner.
- 6 – (20 pts) Provided assistance in getting required bonding or insurance or provided alternatives to bonding or insurance for subcontractors.
- 7 – (15 pts) Negotiated in good faith with interested minority businesses and did not reject them as unqualified without sound reasons based on their capabilities. Any rejection of a minority business based on lack of qualification should have the reasons documented in writing.
- 8 – (25 pts) Provided assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required. Assisted minority businesses in obtaining the same unit pricing with the bidder's suppliers in order to help minority businesses in establishing credit.
- 9 – (20 pts) Negotiated joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible.
- 10 - (20 pts) Provided quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands.

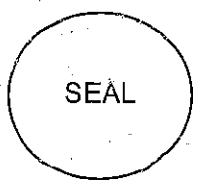
The undersigned, if apparent low bidder, will enter into a formal agreement with the firms listed in the Identification of Minority/Women Business Participation schedule conditional upon scope of contract to be executed with the Owner. Substitution of contractors must be in accordance with GS143-128.2(d) Failure to abide by this statutory provision will constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of the minority/women business commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: 4-3-2018 Name of Authorized Officer: Dewitt Newbirk

Signature: _____

Title: Member (owner)



State of North Carolina County of Pitt

Subscribed and sworn to before me this 3rd day of April 2018

Notary Public [Signature]

My commission expires December 15, 2018



City of Greenville, North Carolina

Meeting Date: 4/9/2018
Time: 6:00 PM

Title of Item: Ordinance Approving 2017-2018 Capital Reserve Fund Designations

Explanation: **Abstract:** An update on the Capital Reserve Fund will be provided, and Council is asked to consider an ordinance approving 2017-2018 Capital Reserve Fund designations based on budget ordinance amendment #8, which will also be considered at the April 9, 2018 City Council meeting.

Explanation: Attached for Council consideration is an ordinance approving the 2017-2018 Capital Reserve Fund designations as included in Budget Ordinance Amendment #8.

The following documents are attached:

1. Capital Reserve Fund - Detail of Designations –

- This report shows the Capital Reserve Fund balance that was approved by City Council on December 14, 2017, changes to those designations, and the proposed designations as of the April 9, 2018 City Council meeting.

2. Ordinance Amending the Fund -

- This document reflects the proposed projects that have been included in the Capital Reserve Fund at this time. The Local Budget and Fiscal Control Act requires that a transfer to the Capital Reserve Fund state (i) the approximate periods of time during which the monies are to be accumulated for each purpose, (ii) the approximate amounts to be accumulated for each purpose, and (iii) the sources from which monies for each purpose will be derived.

Fiscal Note: The Capital Reserve Fund balance stands at approximately \$6,725,245 and reflects the capital project priorities of the City Council as included in Budget Ordinance Amendment #8.

Recommendation: Approve 2017-2018 Capital Reserve Fund designations and adopt the Capital Reserve Fund ordinance.

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

Attachments / click to download

- 📎 [Update to Capital Reserve Fund Ordinance 612543](#)
 - 📎 [Capital Reserve Designations 606168](#)
-

ORDINANCE NO. 18-
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>
\$ 38,079	General Fund	Parking Station Reserves	10 years
52,059	General Fund	Transportation – Sidewalk Construction	5 years
187,480	General Fund	DOT - Firetower NC43 to 14th St	5 years
390,487	CVA Fund	Convention Center Project (s)	10 years
244,389	General Fund	DOT - Firetower 14th St to NC33	5 years
0	General Fund	DOT – Evans Street Widening	5 years
1,600,000	General Fund	Dickinson Avenue Streetscape	5 years
912,000	General Fund	Street Signal Conversion	10 years
2,000,000	General Fund	Town Common Gateway	2 years
<u>1,300,751</u>	General Fund	Dickinson Avenue Development Project(s)	2 years
<u>\$ 6,725,245</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 9th day of April, 2018.

P.J. Connelly, Mayor

ATTEST:

Carol L. Barwick, City Clerk

Capital Reserve Fund - Detail of Designations - April, 2018

Purpose	Approved Designations	Inc/(Dec)	Interest	Proposed Designations
	December 14, 2017			April 9, 2018
Convention Center Project(s)	\$ 390,487	\$ -	\$ -	\$ 390,487
Dickinson Avenue Project(s)				
Dickinson Parking	\$ 2,100,751	\$ (800,000)	\$ -	\$ 1,300,751
Dickinson Avenue Streetscape	1,600,000	-	-	1,600,000
Subtotal Dickinson Avenue Project(s)	\$ 3,700,751	\$ (800,000)	\$ -	\$ 2,900,751
Transportation				
Sidewalk Construction - DOT projects	\$ 52,059	\$ -	\$ -	\$ 52,059
DOT Project - Firetower NC43 to 14th Street	187,480	-	-	187,480
DOT Project - Firetower 14th Street to NC33	244,389	-	-	244,389
DOT Project - Evans Street Widening	-	-	-	-
DOT Project - 14 Street Widening	-	-	-	-
Street Signal Conversion	912,000	-	-	912,000
Subtotal Transportation	\$ 1,395,928	\$ -	\$ -	\$ 1,395,928
Community Development				
Parking Station Reserves	\$ 38,079	\$ -		\$ 38,079
Capital Investment Grant	-	-	-	-
Subtotal Community Development	\$ 38,079	\$ -	\$ -	\$ 38,079
Recreation and Parks				
Town Common Gateway	\$ 2,000,000	-	-	\$ 2,000,000
Open Space for Land Banking	-	-	-	-
Subtotal Recreation and Parks	\$ 2,000,000	\$ -	\$ -	\$ 2,000,000
Total	\$ 7,525,245	\$ (800,000)	\$ -	\$ 6,725,245

A Transfer to pay for the Atlantic Avenue Parking Lot project segment of the Dickinson Avenue Parking Projects



City of Greenville, North Carolina

Meeting Date: 4/9/2018
Time: 6:00 PM

Title of Item: Budget Ordinance Amendment #8 to the 2017-2018 City of Greenville Budget (Ordinance #17-040) and Capital Projects Fund (Ordinance #17-024)

Explanation: **Abstract:** This budget amendment is for City Council to review and approve proposed changes to the adopted 2017-2018 budget and other funds as identified.

Explanation: Attached for consideration at the April 9, 2018, City Council meeting is an ordinance amending the 2017-2018 City of Greenville budget (Ordinance #17-040) and Capital Projects Fund (Ordinance #17-024).

For ease of reference, a footnote has been added to each line item of the budget ordinance amendment, which corresponds to the explanation below:

<u>Item</u>	<u>Justification</u>	<u>Funds Amended</u>	<u>Net Adjustment</u>
A	Move contingency funds to Economic Development for the City's share in a joint venture of a feasibility study and strategic plan for a broad-based economic development initiative in Pitt County. The request for this money was approved by the City Council at the February 5th, 2018 meeting.	General Fund	\$ -
B	Recognize additional Inspections Fees received over budget to cover the costs associated with a new vehicle within the Inspections Division.	General Fund VRF	\$ 43,200
C	Reclassify various budgeted revenue line items to reflect projected actual for fiscal year 2017-18. This reclassification does not change overall budgeted revenue.	General Fund	\$ -
D	Transfer funding in Capital Reserve set aside	Capital Reserve	\$ 800,000

for the Sidewalk Dev. parking lot to the Public Works Capital Project Fund in order to move forward with the project. The bid for the parking lot was approved by Council in March, 2018.

Public Works Cap Proj

Fiscal Note: The budget ordinance amendment affects the following funds:

<u>Fund Name</u>	<u>2017-18 Budget per Amend #7</u>	<u>Amend #8</u>	<u>2017-18 Budget per Amend #8</u>
General	\$ 92,225,794	\$ 43,200	\$ 92,268,994
Public Transportation	\$ 4,746,577	\$ -	\$ 4,746,577
Facilities Improvement	\$ 3,042,730	\$ -	\$ 3,042,730
Vehicle Replacement	\$ 5,268,695	\$ 43,200	\$ 5,311,895
Sheppard Memorial Library	\$ 2,622,548	\$ -	\$ 2,622,548
Public Works Capital Projects	\$ 46,414,463	\$ -	\$ 46,414,463
Recreation and Parks Capital Projects	\$ 6,377,459	\$ -	\$ 6,377,459
Special Revenue Grants	\$ 6,668,862	\$ -	\$ 6,668,862
CD Capital Projects	\$ 18,399,815	\$ -	\$ 18,399,815
Stormwater Utility	\$ 8,185,766	\$ -	\$ 8,185,766
Police Capital Projects	\$ 5,541,814	\$ -	\$ 5,541,814
Enterprise Capital Projects	\$ 41,157,388	\$ -	\$ 41,157,388
Convention and Visitors Authority (CVA)	\$ 1,303,203	\$ -	\$ 1,303,203
Capital Reserve	\$ 7,525,245	\$ -	\$ 7,525,245
Housing	\$ 5,864,566	\$ -	\$ 5,864,566

Recommendation: Approve budget ordinance amendment #8 to the 2017-2018 City of Greenville budget (Ordinance #17-040) and Capital Projects Fund (Ordinance #17-024).

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

Attachments / click to download

- [Budget Amendment 8](#)
- [2017-18 Budget Ordinance Amend 8 1077089](#)

City of Greenville
Budget Amendment #8
Fiscal Year 2017-18

GENERAL FUND

Fund Balance Appropriated per Amendment #8

	General Fund	Powell Bill Fund	Total
2017-18 Adopted Budget Ordinance			
General Fund	\$ 465,766	\$ -	\$ 465,766
Powell Bill	-	712,578	712,578
Subtotal	\$ 465,766	\$ 712,578	\$ 1,178,344
Capital Project Carryover From FY2016-17			
Eastside Park Development	\$ 123,900	\$ -	\$ 123,900
Fire/Rescue Parking Lot #3	139,551	-	139,551
Fire Station #2	244,665	-	244,665
Fire/Rescue Defibrillators	35,500	-	35,500
City Hall Upgrades	13,519	-	13,519
Purchasing Expansion	187,270	-	187,270
Greenmill Run Greenway	11,323	-	11,323
Mast Arm Poles	100,000	-	100,000
Parking Lot Upkeep	81,903	-	81,903
Street Lighting	76,225	-	76,225
Cemetary Enhancements	30,000	-	30,000
Signal Progression	35,000	-	35,000
Sidewalk Construction Program	-	412,056	412,056
911 Communications Center Update	312,830	-	312,830
Public Safety Storage	225,500	-	225,500
COPS 2016 Grant Match	181,500	-	181,500
Bathroom Construction - Westpointe	65,300	-	65,300
Westpointe Land Acquisition & Dev	26,485	-	26,485
Building Reuse Grant City Match	7,500	-	7,500
Firetower - NC 43 to 14th	187,480	-	187,480
Firetower - 14th to NC 33	531,160	-	531,160
Street Signal Conversion	912,000	-	912,000
14th Street Widening	201,963	-	201,963
Street Lights & Cameras	1,000,000	-	1,000,000
Sidewalk Development Parking Lot	288,734	-	288,734
Town Common Gateway	2,000,000	-	2,000,000
Dickinson Avenue Streetscape	711,266	-	711,266
Subtotal	\$ 7,730,574	\$ 412,056	\$ 8,142,630

City of Greenville
Budget Amendment #8
Fiscal Year 2017-18

GENERAL FUND

Fund Balance Appropriated per Amendment #8

	General Fund	Powell Bill Fund	Total
Donation Carryover From 2016-17	205,109	-	205,109
Economic Development Carryover			
Revolving Loan Fund	\$ 266,585	\$ -	\$ 266,585
Subtotal	\$ 266,585	\$ -	\$ 266,585
Other Appropriations			
Façade Improvement Grant Funds	\$ 26,000	\$ -	\$ 26,000
	\$ 26,000	\$ -	\$ 26,000
Total Appropriated as of Amendment #8	<u>\$ 8,694,034</u>	<u>\$ 1,124,634</u>	<u>\$ 9,818,668</u>

City of Greenville
Budget Amendment #8
Fiscal Year 2017-18**Capital Project Carryover From FY2016-17**

Project	Amount	Status
- Eastside Park Development	\$ 123,900	No Activity year-to-date in fiscal year 2017-18
- Fire / Rescue Parking Lot #3	139,551	Currently in design and soil study with East Group
- Fire / Rescue #2 Extention	244,665	Project has been awarded. Project will start in April 2018
- Fire / Rescue Defibrillators	35,500	Equipment purchased in December 2017
- City Hall Upgrades	13,519	Council Chamber project completed in FY2018
- Purchasing Expansion	187,270	No Activity year-to-date in fiscal year 2017-18
- Greenmill Run Greenway	11,323	This will be added to South Tar Greenway Phase 3A project
- Mast Arm Poles	100,000	RFQ for design has been issued and is due April 13. Various replacements and removals are scheduled between May and Sept.
- Parking Lot Upkeep	81,903	No Activity year-to-date in fiscal year 2017-18
- Street Lighting	76,225	Dollars expended in the uptown area
- Cemetary Enhancements	30,000	Currently under contract with the East Group
- Signal Progression	35,000	Memorandum of Understanding with NCDOT is currently in development
- Sidewalk Construction Program	412,056	Design is in near completion for Safe Routes to Schools projects. Projects will be completed as part of the FY2018-19 budget.
- 911 Communications Center	312,830	Contract awarded by Council in February 2018
- Public Safety Storage Building	225,500	Currently in design discussions with Police and Public Works
- COPS 2016 Grant Match	181,500	Match has been made for the 2016-17 grant
- Bathroom Construction- Westpointe	65,300	Park scheduled to be completed in May 2018
- Westpointe Land Acquisition & Dev	26,485	Park scheduled to be completed in May 2018
- Building Reuse Grant City Match	7,500	Caremaster LLC city match for Building Reuse Grant
- Firetower: NC43 to 14th Street	187,480	Capital Reserve dollars set aside for future NCDOT projects
- Firetower: 14th to NC33	531,160	Capital Reserve dollars set aside for future NCDOT projects
- Street Signal Conversion	912,000	Capital Reserve dollars set aside for future NCDOT projects
- 14th Street Widening	201,963	Capital Reserve dollars set aside for future NCDOT projects
- Street Lights and Cameras	1,000,000	Phase Three implementation consists of: <ul style="list-style-type: none"> - 115 city-wide cameras - 70 lights along Stantonsburg Rd - 120 lights along Memorial Blvd: Greenville Blvd to Firetower - 120 lights along Memorial Blvd: Arlington to Greenville Blvd
- Sidewalk Development Parking Lot	288,734	Contract awarded in March 2018. Scheduled completion July 2018.
- Town Common Gateway	2,000,000	Project at 60% design stage. Scheduled completion June 2019
- Dickinson Avenue Streetscape	711,266	Capital Reserve dollars set aside for future NCDOT projects
Total	<u>\$ 8,142,630</u>	

City of Greenville
Budget Amendment #8
Fiscal Year 2017-18

GENERAL FUND

General Fund Contingency Available for Appropriation per Amendment #8:

2017-18 Contingency Fund Budget \$ 200,000

Appropriations As of Amendment #8:

North Carolina League of Municipalities Conference	\$ (50,000)	
Lawn Maintenance - Recreation and Parks	\$ (50,000)	
Community Development Housing Analysis	\$ (20,000)	
Uptown Greenville City Contribution	\$ (50,000)	
Economic Development Feasibility Study & Strategic Plan	\$ (10,000)	
		(180,000)

Contingency Available for Appropriation per Amend #8 \$ 20,000



City of Greenville, North Carolina

Meeting Date: 4/9/2018
Time: 6:00 PM

Title of Item: Preview of the City's proposed operating budget for Fiscal Year 2018-2019 and financial plan for Fiscal Year 2019-2020

Explanation: **Abstract:** Staff will provide a preview of the City's operating budget for the 2018-2019 Fiscal Year and the financial plan for the 2019-2020 Fiscal Year.

Explanation: As provided in the approved budget schedule, City staff will present a preview of the proposed operating budget for Fiscal Year 2018-2019 and financial plan for Fiscal Year 2019-2020. This presentation will highlight budgetary issues such as major revenue and expense items.

A balanced proposed budget and financial plan summary will be distributed to the City Council on May 2, 2018, and presented at the May 7, 2018, City Council meeting. Section 160A-148(5) of the North Carolina General Statutes requires the City Council to adopt a balanced budget before July 1. A public hearing on the proposed 2018-2019 budget will be held on June 11, 2018, with City Council adoption scheduled for the June 14, 2018, City Council meeting.

Fiscal Note: The amount of the budget will be determined by City Council action.

Recommendation: Receive the staff preview of the City's proposed operating budget for Fiscal Year 2018-2019 and financial plan for Fiscal Year 2019-2020

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Attachments / click to download

 [2018-2019 Budget Preview](#)



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GENERAL FUND BUDGET PREVIEW

**2018-19 PROPOSED BUDGET
& 2019-20 BUDGET PLAN**

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
TABLE OF CONTENTS

Section One: Budget Highlights	1.
Highlights by Category	2. - 9.
Balanced Budget Summary	10.
Section Two: Council Goals & Priorities Crosswalk	11. - 19.
Section Three: General Fund Revenues	20.
Revenues by Component- Summary	21.
Revenue Reconciliation	22.
Revenue Graphs	23. - 24.
Section Four: Property Tax Revenues	25.
Peer City Property Tax Rates	26.
Property Tax Revenue per Cent	27.
Property Tax Rate by Year	28.
Historical Property Tax Revenues	29.
Calculation of Budget Property Tax Revenue	30. - 31.
Section Five: Sales Tax Revenues	32.
Historical Sales Tax Revenues	33.
Calculation of Budget Sales Tax Revenue	34.
Combined Property & Sales Tax by Year	35.
Section Six: GUC Transfer In Revenue	36.
Transfer In Formula	37.
Calculation of GUC Transfer In Revenue	38.
GUC Transfer In Revenues by Year	39.
Section Seven: Other General Fund Revenues	40.
Utility Franchise Tax	41.
Motor Vehicle Fee	42.
Rescue Transport (EMS) Revenue	43.
Recreation & Parks Revenue	44.
Section Eight: General Fund Expense (Summary)	45.
Expense by Category	46.
Expense by Type	47.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
TABLE OF CONTENTS

Section Nine: Expense by Department	48. - 49.
Section Ten: Personnel Expense	50.
Expense by Component (Summary)	51.
Personnel Expense Budget Highlights	52.
City Positions per 1,000 Population	53.
Employee Wage Increase by Year	54.
Employee Wage Increase Comparison	55.
Salary Expense by Line Item	56.
Benefit Expense by Line Item	57.
Section Eleven: Operating Expense	58.
Expense by Component (Summary)	59.
Operating Expense Budget Highlights	60.
2018-19 Operating Expense Breakdown	61.
2018-19 Fixed Cost Expense Breakdown	62.
2018-19 Discretionary Expense Breakdown	63.
Discretionary Expense by Year	64.
Section Twelve: Other Expense Categories	65.
Transfers	66.
Capital Improvements	67.
Street Improvements / Street Lights by Year	68.
Section Thirteen: Fund Balance Appropriated	69.
Fund Balance by Component	70.
General Fund Balance	71.
City Funding for Future NCDOT Projects	72.
Prioritization of Fund Balance Items	73.
Section Fourteen: 2015 Transportation Bond	74.
Transportation Bond Projects	75.
Issuance of G.O. Bond Debt	76.
Phase One Spending to Date	76.
Remaining Street Improvements	77.



Greenville
NORTH CAROLINA

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SECTION ONE:

BUDGET HIGHLIGHTS

CITY OF GREENVILLE

2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN

The 2018-2020 City Council Goals and Priorities stand as the foundation for the budget objectives of the 2018-19 Proposed Budget and 2019-20 Financial Plan:



CITY OF GREENVILLE

2018-2020 CITY COUNCIL GOALS AND PRIORITIES

The following are the 2018-20 City Council Goals and Priorities as developed by Council at the January 2018 planning retreat and approved by Council in March 2018:

City Council Goals
1. Be a safe Community
2. Build great places that thrive by creating and sustaining complete neighborhoods, growing a green, resilient, healthy, and vibrant city on both sides of the river
3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of businesses
4. Enhance accessible transportation networks, public building and public infrastructure development
5. Build a high performing organization and govern with transparency and fiscal responsibility

City Council Priorities
1. Develop a proactive economic development program
2. Continue to maintain & construct core infrastructure in the City
3. Partner with area groups to build a thriving arts and entertainment scene
4. Ensure the cleanliness of the City and beautify entrances to our community
5. Develop and implement a comprehensive approach to stormwater management
6. Continue to implement the Town Common Master Plan
7. Continue to implement the Tar River Legacy Plan including river access and Tar River vantage points
8. Enhance public safety through street lighting, cameras, and community police relations
9. Building a high performing organization

CITY OF GREENVILLE

2018-20 BUDGET OBJECTIVES

The Budget Objectives for the 2018-19 Proposed Budget and 2019-20 Financial Plan center around establishing a framework for the City's future and a commitment to Eastern North Carolina that:

Greenville Means... a High Performing City

Greenville Means... a Great Workforce

Greenville Means... a Strong Economy

Greenville Means... a Safe Community

Greenville Means... a Sound Infrastructure

Greenville Means... a Vibrant Place to Live

Greenville Means... Business!

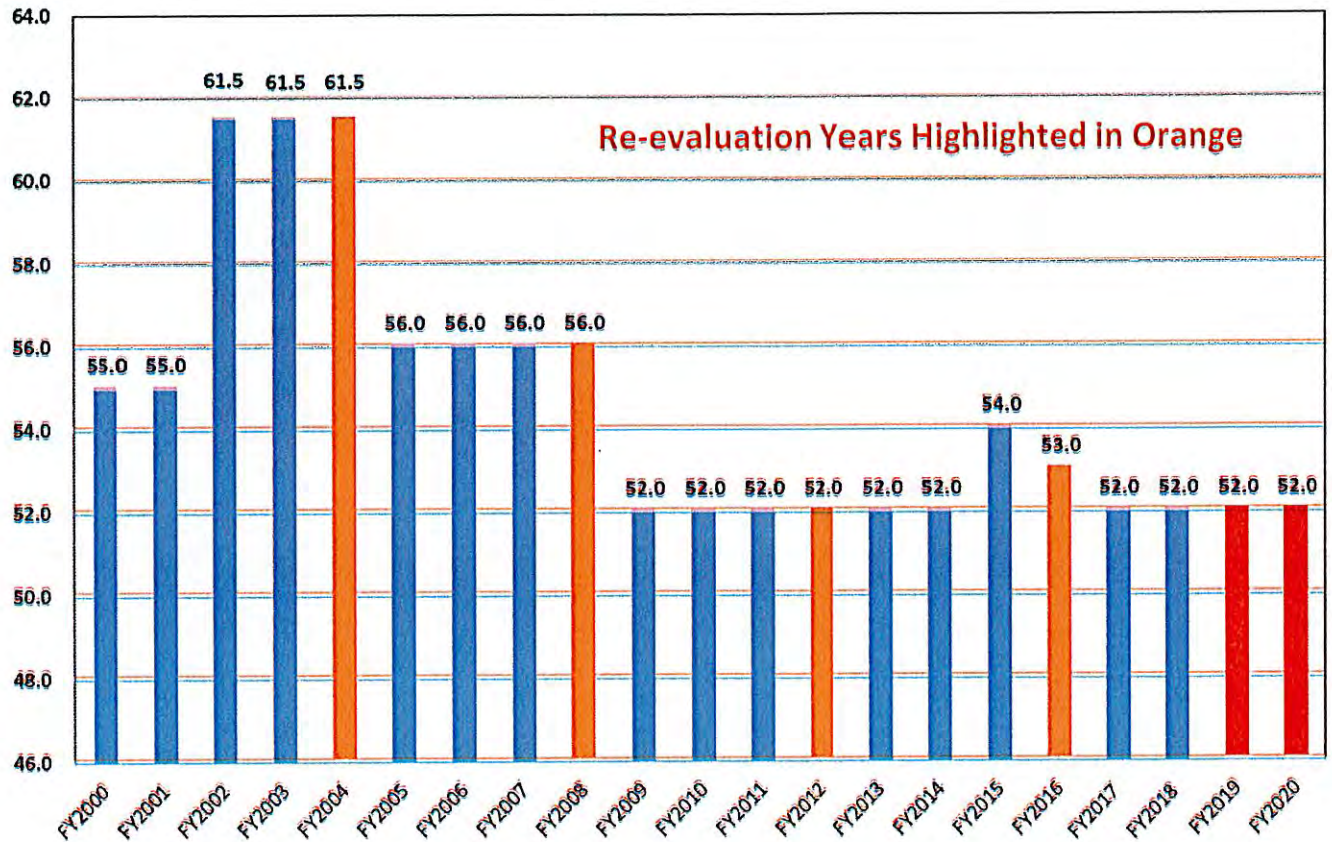
City Council Goals
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City Council Priorities
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5. Develop and implement a comprehensive approach to stormwater management
6. Continue to implement the Town Common Master Plan
7. Continue to implement the Tar River Legacy Plan including river access and Tar River vantage points
8. Enhance public safety through street lighting, cameras, and community police relations
9. Building a high performing organization

City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Budget Highlights by Objective

Greenville Means... a High Performing City

- Maintains current property tax rate at 52 ¢.



- Invests 85% (\$85 out of every \$100) of all General Fund revenues into the following core public service areas:
 - Public Safety (Police & Fire/Rescue)
 - Public Works
 - Recreation and Parks
 - Planning & Development
 - Economic Development
 - Capital Related Debt Service
 - Facilities Improvements Program
 - Capital Improvements Program
 - Street Improvements Program

City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Budget Highlights by Objective

- Provides a strong reflection of the City's mission to provide all citizens with high-quality services in an open, inclusive, professional manner, ensuring a community of excellence now and in the future.

Greenville Means... a Great Workforce

- Provides for the following average employee wage increases:
 - 2.9% average wage increase for FY2018-19
 - 2.5% average wage increase for FY2019-20
- Increases City's 401K contribution from \$30 per pay period to \$40 per pay period for general employees (recurring). This will put the City's contributions in line with that of Greenville Utilities Commission.
- Increases funding for City employee training and workforce development by \$20,000 (recurring).
- Increases Other Post-Employment Benefits contribution by \$100,000 each year (recurring & compounded).

Greenville Means... a Strong Economy

- Invests \$1 million over two years into commercial / industrial site development funded as follows:

	FY2018-19	FY2019-20	Total
General Fund	\$ 300,000	\$ 300,000	\$ 600,000
Capital Reserve Fund	400,000	-	400,000
Total	\$ 700,000	\$ 300,000	\$ 1,000,000

- Utilizes \$400,000 in Capital Reserve funding to address retail & commercial parking needs in the Dickinson Avenue corridor.

City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Budget Highlights by Objective

- Appropriates \$100,000 each year to fund Jobs Creation Grants (recurring).
- Increases funding for Small Business Competition Grants by \$20,000 from \$40,000 to \$60,000 (recurring).
- Includes \$10,000 in funding for skills training through the Pitt Community College jobs initiative program (recurring).
- Adds a 1.0 concierge position to implement a "one-stop" program to assist developers and the business community in addressing City ordinances, procedures, & permitting requirements, as well as any related State & County regulations (recurring).

Greenville Means... a Safe Community

- Adds approximately 4.0 positions to Fire / Rescue allocated as follows:
 - 3.0 Fire / Rescue positions in FY2018-19 and an additional 3.0 Fire / Rescue positions in FY2019-20 (both recurring) in preparation of the Southside Fire Station in FY2020-21. Overall 12.0 positions to be added in Fire / Rescue over a four year period in preparation of the new station.
 - 1.0 EMS Billing Technician in order to optimize the City's EMS reimbursement potential.

Greenville Means... a Sound Infrastructure

- Includes \$250,000 to fund street lights and cameras (recurring).
- Increases street improvements funding from \$2.2 million to \$2.5 million (recurring).
- Protects the future solvency of the Vehicle Replacement Fund by increasing funding levels by the following:
 - From 30% to 40% for FY2018-19
 - From 40% to 50% for FY2019-20

City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Budget Highlights by Objective

- Includes \$503,000 in funding for sidewalks through the Safe Routes to Schools program that will benefit the following streets:
 - Memorial Drive from Millbrook Street to Arlington Boulevard
 - East side of Skinner Street
 - North side of Norris Street
 - 5th Street from Greenmill Run to Beech Street
- Provides \$1.4 million each year (recurring) to support the City's deferred maintenance and infrastructure needs (i.e. Facilities Improvements Program).
- Invests \$33 million into the Town Creek Culvert stormwater project. This project will be financed through the State of North Carolina's revolving loan program and funded by revenues of the City's Stormwater Fund. FY2018-19 & FY2019-20 will mark the first two years of a three year project.
- Includes the financing of approximately \$7.8 million in FY2018-19 as Phase Two of the 2015 G.O. Bond referendum for the following projects:
 - Street improvements
 - West 5th Street streetscape
 - Sidewalks
 - Town Common to River Park North greenway
- Uses \$350,000 in projected excess fund balance to be put in capital reserve in order to fund the City's portion of the costs associated with various future NCDOT projects. Over the next 5 years, NCDOT will invest over \$400 million in street projects within and around the City of which the City will be responsible for approximately \$3.5 million in matching funds.

Greenville Means... a Vibrant Place to Live

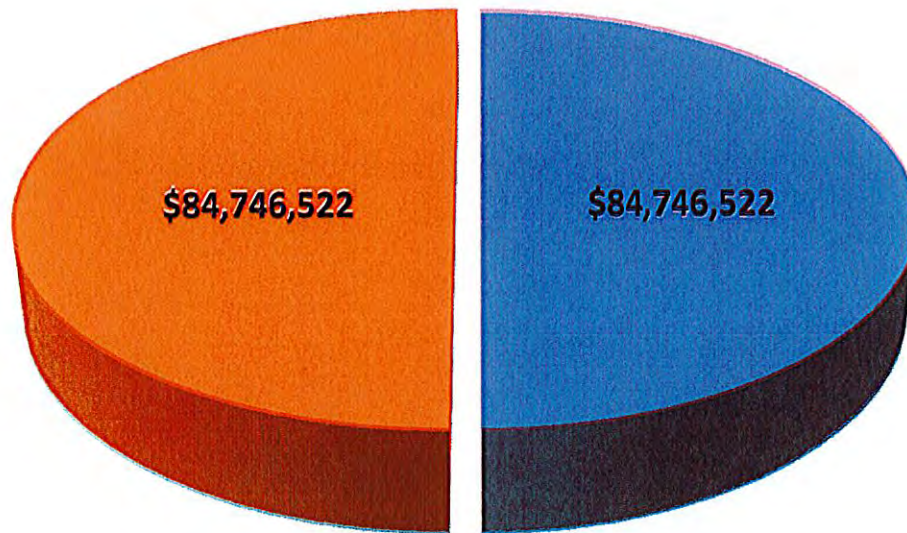
- Includes an additional \$100,000 to maintain the primary entrances into the City and to fund the adopt-a-street program.

City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Budget Highlights by Objective

- Includes an additional \$50,000 in funding to maintain the City's parks & greenways.
- Adds 2.0 Transit Supervisor positions to support the operations of the new G.K. Butterfield Transportation Center.
- Reclassifies a Transportation Planner position to a Lead Planner position that will be responsible for moving forward with the administrative procedures necessary to enforce demolitions of dilapidated and unsafe structures.
- Includes \$150,000 to partner with area groups to enhance the City's entertainment scene and support the arts community (recurring):
 - \$35,000 partnership with Pitt County Arts Council at Emerge
 - \$100,000 partnership with Uptown Greenville
 - \$5,000 partnership with the Pitt/Greenville Chamber of Commerce
 - \$10,000 for miscellaneous sponsorships, advertising, and marketing initiatives.
- Utilizes \$2 million in capital reserve funding to construct the Sycamore Hill Gateway at Town Common.
- Includes \$100,000 that will be used to match \$400,000 in grant funding in order to complete the South Tar River Greenway Phase 3 connecting the existing South Tar River Greenway at Town Common to East of Memorial Drive.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND REVENUES & EXPENDITURES

	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
Budget Revenues	\$ 82,013,799	\$ 84,746,522	\$ 2,732,723	\$ 85,641,000	\$ 894,478
Budget Expenses	82,013,799	84,746,522	2,732,723	85,641,000	894,478
Balance	<u>\$ -</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ (0)</u>	<u>\$ (0)</u>



■ Revenue ■ Expense



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SECTION TWO:

BUDGET OBJECTIVES ALIGNMENT TO COUNCIL GOALS AND PRIORITIES





City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Greenville Means... a High Performing City

Budget Highlight	Council Goal	Council Priority
<ul style="list-style-type: none"> Maintains current property tax rate at 52 ¢. 	<ul style="list-style-type: none"> #3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business #5. Building a high performing organization that governs with transparency & fiscal responsibility 	<ul style="list-style-type: none"> #1. Develop a proactive economic development program #9. Building a high performing organization
<ul style="list-style-type: none"> Invests 85% (\$85 out of every \$100) of all General Fund revenues into the following core public service areas: <ul style="list-style-type: none"> Public Safety (Police & Fire/Rescue) Public Works Recreation and Parks Planning & Development Economic Development Capital Related Debt Service Facilities Improvements Program Capital Improvements Program Street Improvements Program 	<ul style="list-style-type: none"> #1. Be a safe community #2. Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river #3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business #4. Enhance accessible transportation networks, public buildings & infrastructure development #5. Building a high performing organization that governs with transparency & fiscal responsibility 	<ul style="list-style-type: none"> #1. Develop a proactive economic development program #2. Continue to maintain & construct core infrastructure in the City #3. Partner with area groups to build a thriving arts and entertainment scene #4. Ensure the cleanliness of the City and beautify entrances to our community #7. Continue to implement the Tar River Legacy Plan including river access and Tar River vantage points #8. Enhance public safety through street lighting, cameras, and community police relations #9. Building a high performing organization
<ul style="list-style-type: none"> Provides a strong reflection of the City's mission to provide all citizens with high-quality services in an open, inclusive, professional manner, ensuring a community of excellence now and in the future. 	<ul style="list-style-type: none"> #1. Be a safe community #2. Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river #3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business #4. Enhance accessible transportation networks, public buildings & infrastructure development #5. Building a high performing organization that governs with transparency & fiscal responsibility 	<ul style="list-style-type: none"> #1. Develop a proactive economic development program #2. Continue to maintain & construct core infrastructure in the City #3. Partner with area groups to build a thriving arts and entertainment scene #4. Ensure the cleanliness of the City and beautify entrances to our community #5. Develop and implement a comprehensive approach to storm water management #6. Continues to implement the Town Common Master Plan #7. Continue to implement the Tar River Legacy Plan including river access and Tar River vantage points #8. Enhance public safety through street lighting, cameras, and community police relations #9. Building a high performing organization



City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Greenville Means... a Great Workforce

Budget Highlight	Council Goal	Council Priority
<ul style="list-style-type: none"> • Provides for the following average employee wage increases: <ul style="list-style-type: none"> - 2.9% average wage increase for FY2018-19 - 2.5% average wage increase for FY2019-20 	#5. Building a high performing organization that governs with transparency & fiscal responsibility	#9. Building a high performing organization
<ul style="list-style-type: none"> • Increases City's 401K contribution from \$30 to \$40 per pay period for general employees (recurring). This will put the City's contributions in line with that of Greenville Utilities Commission. 	#5. Building a high performing organization that governs with transparency & fiscal responsibility	#9. Building a high performing organization
<ul style="list-style-type: none"> • Increases funding for City employee training and workforce development by \$20,000 (recurring). 	#5. Building a high performing organization that governs with transparency & fiscal responsibility	#9. Building a high performing organization
<ul style="list-style-type: none"> • Increases Other Post-Employment Benefits contribution by \$100,000 each year (recurring & compounded). 	#5. Building a high performing organization that governs with transparency & fiscal responsibility	#9. Building a high performing organization



City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Greenville Means... a Strong Economy

Budget Highlight	Council Goal	Council Priority												
<ul style="list-style-type: none"> Invests \$1 million over two years into commercial / industrial site development funded as follows: <table border="0" style="margin-left: 20px;"> <tr> <td>General Fund</td> <td>\$ 300,000</td> <td>\$ 300,000</td> <td>\$ 600,000</td> </tr> <tr> <td>Cap Reserve</td> <td>400,000</td> <td>-</td> <td>400,000</td> </tr> <tr> <td>Total</td> <td>\$ 700,000</td> <td>\$ 300,000</td> <td>\$ 1,000,000</td> </tr> </table> 	General Fund	\$ 300,000	\$ 300,000	\$ 600,000	Cap Reserve	400,000	-	400,000	Total	\$ 700,000	\$ 300,000	\$ 1,000,000	<p>#3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business</p>	<p>#1. Develop a proactive economic development program #9. Building a high performing organization</p>
General Fund	\$ 300,000	\$ 300,000	\$ 600,000											
Cap Reserve	400,000	-	400,000											
Total	\$ 700,000	\$ 300,000	\$ 1,000,000											
<ul style="list-style-type: none"> Utilizes \$400,000 in Capital Reserve funding to address retail & commercial parking needs in the Dickinson Avenue corridor. 	<p>#3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business</p>	<p>#1. Develop a proactive economic development program #9. Building a high performing organization</p>												
<ul style="list-style-type: none"> Appropriates \$100,000 each year to fund Jobs Creation Grants (recurring). 	<p>#3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business</p>	<p>#1. Develop a proactive economic development program #9. Building a high performing organization</p>												
<ul style="list-style-type: none"> Increases funding for Small Business Competition Grants by \$20,000 from \$40,000 to \$60,000 (recurring). 	<p>#3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business</p>	<p>#1. Develop a proactive economic development program #9. Building a high performing organization</p>												
<ul style="list-style-type: none"> Includes \$10,000 in funding for skills training through the Pitt Community College jobs initiative program (recurring). 	<p>#3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business</p>	<p>#1. Develop a proactive economic development program #9. Building a high performing organization</p>												
<ul style="list-style-type: none"> Adds a 1.0 concierge position to implement a "one stop" program to assist developers and the business community in addressing City ordinances, procedures, & permitting requirements, as well as any related State & County regulations (recurring). 	<p>#3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business #5. Building a high performing organization that governs with transparency & fiscal responsibility</p>	<p>#1. Develop a proactive economic development program #3. Partner with area groups to build a thriving arts and entertainment scene #9. Building a high performing organization</p>												



City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Greenville Means... a Safe Community

Budget Highlight	Council Goal	Council Priority
<ul style="list-style-type: none"> • Adds approximately 4.0 positions to Fire / Rescue allocated as follows: <ul style="list-style-type: none"> - 3.0 Fire / Rescue positions in FY2018-19 and an additional 3.0 Fire / Rescue positions in FY2019-20 (both recurring) in preparation of the Southside Fire Station in FY2020-21. - Overall 12.0 positions to be added in Fire / Rescue over a 4 year period in preparation of the new station. - 1.0 EMS Billing Technician in order to maximize the City's EMS reimbursement potential. 	<ul style="list-style-type: none"> #1. Be a safe community #4. Enhance accessible transportation networks, public buildings & infrastructure development #5. Building a high performing organization that governs with transparency & fiscal responsibility 	<ul style="list-style-type: none"> #2. Continue to maintain & construct core infrastructure in the City #9. Building a high performing organization



City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Greenville Means... a Sound Infrastructure

Budget Highlight	Council Goal	Council Priority
<ul style="list-style-type: none"> Includes \$250,000 to fund street lights & cameras (recurring). 	<p>#1. Be a safe community</p> <p>#2. Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river</p> <p>#4. Enhance accessible transportation networks, public buildings & infrastructure development</p>	<p>#1. Develop a proactive economic development program</p> <p>#2. Continue to maintain & construct core infrastructure in the City</p> <p>#8. Enhance public safety through street lighting, cameras, and community police relations</p>
<ul style="list-style-type: none"> Increases street improvements funding from \$2.2 million to \$2.5 million (recurring). 	<p>#1. Be a safe community</p> <p>#2. Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river</p> <p>#4. Enhance accessible transportation networks, public buildings & infrastructure development</p>	<p>#1. Develop a proactive economic development program</p> <p>#2. Continue to maintain & construct core infrastructure in the City</p>
<ul style="list-style-type: none"> Includes \$503,000 in funding for sidewalks through the Safe Routes to Schools program that will benefit the following streets: <ul style="list-style-type: none"> - Memorial Dr: Millbrook St to Arlington Blvd - East side of Skinner Street - North side of Norris Street - 5th Street from Greenmill Run to Beech St. 	<p>#1. Be a safe community</p> <p>#2. Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river</p> <p>#4. Enhance accessible transportation networks, public buildings & infrastructure development</p>	<p>#2. Continue to maintain & construct core infrastructure in the City</p>
<ul style="list-style-type: none"> Provides \$1.4 million each year (recurring) to support the City's deferred maintenance and infrastructure needs (i.e. Facilities Improvements Program). 	<p>#2. Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river</p> <p>#3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business</p> <p>#4. Enhance accessible transportation networks, public buildings & infrastructure development</p> <p>#5. Building a high performing organization that governs with transparency & fiscal responsibility</p>	<p>#1. Develop a proactive economic development program</p> <p>#2. Continue to maintain & construct core infrastructure in the City</p> <p>#4. Ensure the cleanliness of the City and beautify entrances to our community</p> <p>#9. Building a high performing organization</p>



City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Greenville Means... a Sound Infrastructure

Budget Highlight	Council Goal	Council Priority
<ul style="list-style-type: none"> Protects the future solvency of the Vehicle Replacement Fund by increasing funding levels from 30% to 40% for FY2018-19 and from 40% to 50% for FY2019-20 (recurring). 	<p>#4. Enhance accessible transportation networks, public buildings & infrastructure development Building a high performing organization that governs with transparency & fiscal responsibility</p> <p>#5. Be a safe community Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river</p> <p>#3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business</p> <p>#4. Enhance accessible transportation networks, public buildings & infrastructure development</p> <p>#5. Building a high performing organization that governs with transparency & fiscal responsibility</p>	<p>#2. Continue to maintain & construct core infrastructure in the City Building a high performing organization</p> <p>#9. Develop a proactive economic development program Continue to maintain & construct core infrastructure in the City Ensure the cleanliness of the City and beautify entrances to our community</p> <p>#1. Develop and implement a comprehensive approach to storm water management Building a high performing organization</p>
<ul style="list-style-type: none"> Invests \$33 million into the Town Creek Culvert stormwater project. This project will be financed through the State of North Carolina's revolving loan program and funded by revenues of the City's Stormwater Fund. FY2018-19 & FY2019-20 will mark the first two years of a three year project. 	<p>#1. Be a safe community Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river</p> <p>#3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business</p> <p>#4. Enhance accessible transportation networks, public buildings & infrastructure development</p> <p>#5. Building a high performing organization that governs with transparency & fiscal responsibility</p>	<p>#1. Develop a proactive economic development program Continue to maintain & construct core infrastructure in the City Ensure the cleanliness of the City and beautify entrances to our community</p> <p>#2. Continue to implement the Tar River Legacy Plan including river access and Tar River vantage points</p>
<ul style="list-style-type: none"> Includes the financing of approximately \$7.8 million in FY2018-19 as Phase Two of the 2015 G.O. Bond referendum for the following projects: <ul style="list-style-type: none"> Street improvements West 5th Street streetscape Sidewalks Town Common to River Park North greenway 	<p>#1. Be a safe community Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river</p> <p>#3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business</p> <p>#4. Enhance accessible transportation networks, public buildings & infrastructure development</p>	<p>#1. Develop a proactive economic development program Continue to maintain & construct core infrastructure in the City Ensure the cleanliness of the City and beautify entrances to our community</p> <p>#7. Continue to implement the Tar River Legacy Plan including river access and Tar River vantage points</p>
<ul style="list-style-type: none"> Uses \$350,000 in projected excess fund balance to be put in capital reserve in order to fund the City's portion of the costs associated with various future NCDOT projects. 	<p>#1. Be a safe community Enhance accessible transportation networks, public buildings & infrastructure development</p>	<p>#2. Continue to maintain & construct core infrastructure in the City Ensure the cleanliness of the City and beautify entrances to our community</p> <p>#4. Ensure the cleanliness of the City and beautify entrances to our community</p>



City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Greenville Means... a Vibrant Place to Live

Budget Highlight	Council Goal	Council Priority
<ul style="list-style-type: none"> Includes \$100,000 to maintain the primary entrances into the City and to fund the adopt-a-street program . 	<ul style="list-style-type: none"> #2. Build great places that thrive #3. Grow the economic hub of Eastern N.C. #4. Enhance accessible transportation networks, public buildings & infrastructure development 	<ul style="list-style-type: none"> #1. Develop a proactive E.D. program #4. Ensure the cleanliness of the City and beautify entrances to our community
<ul style="list-style-type: none"> Includes additional \$50,000 in funding to maintain the City's parks and greenways. 	<ul style="list-style-type: none"> #2. Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river #3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business 	<ul style="list-style-type: none"> #1. Develop a proactive economic development program #3. Partner with area groups to build a thriving arts & entertainment scene
<ul style="list-style-type: none"> Includes \$150,000 to partner with area groups to enhance the City's entertainment scene and support the arts community (recurring): <ul style="list-style-type: none"> - \$35,000 partnership with Pitt County Arts Council at Emerge - \$100,000 partnership with Uptown Greenville - \$5,000 partnership with the Pitt/Greenville Chamber of Commerce - \$10,000 for miscellaneous sponsorships, advertisements, and marketing initiatives 	<ul style="list-style-type: none"> #2. Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river #3. Grow the economic hub of Eastern North Carolina through the proactive recruitment of business 	<ul style="list-style-type: none"> #1. Develop a proactive economic development program #3. Partner with area groups to build a thriving arts & entertainment scene
<ul style="list-style-type: none"> Utilizes \$2 million in capital reserve funding to construct the Sycamore Hill Gateway at Town Common. 	<ul style="list-style-type: none"> #2. Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river #4. Enhance accessible transportation networks, public buildings & infrastructure development #5. Building a high performing organization that governs with transparency & fiscal responsibility 	<ul style="list-style-type: none"> #2. Continue to maintain & construct core infrastructure in the City #3. Partner with area groups to build a thriving arts & entertainment scene #6. Continues to implement the Town Common Master Plan #7. Continue to implement the Tar River Legacy Plan including river access and Tar River vantage points #9. Building a high performing organization



City of Greenville
2018-19 Proposed Budget & 2019-20 Financial Plan
Greenville Means... a Vibrant Place to Live

Budget Highlight	Council Goal	Council Priority
<ul style="list-style-type: none"> Reclassifies a Transportation Planner position to a Lead Planner position that will be responsible for moving forward with the administrative procedures necessary to enforce demolitions of dilapidated and unsafe structures. Adds 2.0 Transit Supervisor positions to support the operations of the new G.K. Butterfield Transportation Center. Includes \$100,000 that will be used to match \$400,000 in grant funding in order to complete the South Tar River Greenway Phase 3 connecting the existing South Tar River Greenway at Town Common to East of Memorial Drive. 	<p>#2. Build great places that thrive</p> <p>#3. Grow the economic hub of Eastern N.C.</p> <p>#4. Enhance accessible transportation networks, public buildings & infrastructure development</p> <p>#1. Be a safe community</p> <p>#4. Enhance accessible transportation networks, public buildings & infrastructure development that governs with transparency & fiscal responsibility</p> <p>#2. Build great places that thrive by creating & sustaining complete neighborhoods, growing a green, resilient, healthy, & vibrant city on both sides of the river</p> <p>#4. Enhance accessible transportation networks, public buildings & infrastructure development</p>	<p>#1. Develop a proactive E.D. program</p> <p>#4. Ensure the cleanliness of the City and beautify entrances to our community</p> <p>#2. Continue to maintain & construct core infrastructure in the City</p> <p>#9. Building a high performing organization</p> <p>#2. Continue to maintain & construct core infrastructure in the City</p> <p>#7. Continue to implement the Tar River Legacy Plan including river access and Tar River vantage points</p>



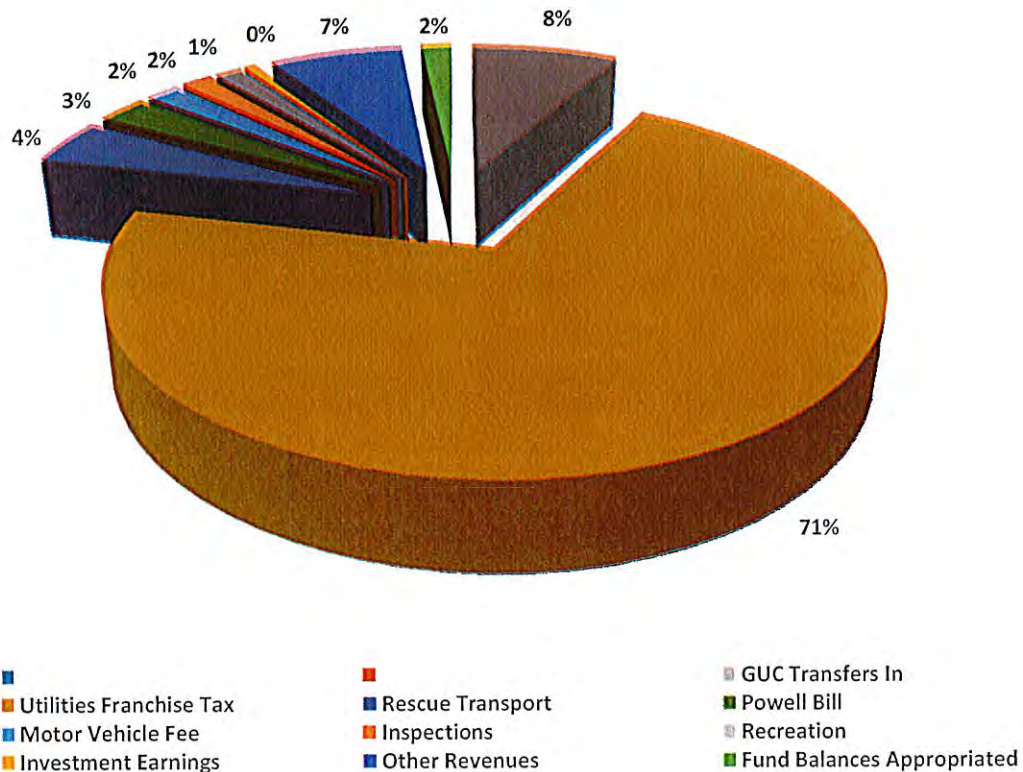
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SECTION THREE:

GENERAL FUND REVENUES

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND REVENUES

	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
Tax Revenue					
Property Taxes	\$ 32,750,000	\$ 33,722,500	\$ 972,500	\$ 34,786,629	\$ 1,064,129
Sales Taxes	18,823,000	19,338,690	515,690	19,925,411	586,721
Utilities Franchise Tax	7,102,077	7,000,000	(102,077)	7,100,000	100,000
GUC Transfers In	6,651,919	6,731,296	79,377	6,770,725	39,429
Rescue Transport	3,127,484	3,643,346	515,862	3,758,054	114,708
Powell Bill	2,220,065	2,220,065	-	2,220,065	-
Motor Vehicle Fee	1,503,457	1,508,522	5,065	1,538,693	30,171
Inspections	950,000	1,400,000	450,000	1,400,000	-
Recreation	1,999,487	1,200,260	(799,227)	1,212,310	12,050
Investment Earnings	500,000	500,000	-	500,000	-
Other Revenues	5,207,966	6,101,908	893,942	5,399,178	(702,730)
Fund Balances Appropriated					
General	465,766	1,000,000	534,234	650,000	(350,000)
Powell Bill	712,578	379,935	(332,643)	379,935	-
Total Revenues	\$ 82,013,799	\$ 84,746,522	\$ 2,732,723	\$ 85,641,000	\$ 894,478



Tax Revenues Make Up 71% of Total Revenues !

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND REVENUES

RECONCILE 2018-19 REVENUE BUDGET

2017-18 General Fund Revenue Budget \$ 82,013,799

2018-19 Revenue Adjustments

Increase in Property Tax Revenue (Section 4)	\$ 972,500	
Increase in Sales Tax Revenue (Section 5)	515,690	
Increase in GUC Transfer Revenue (Section 6)	79,377	
Reduction in Utility Franchise Tax (Section 7)	(102,077)	
Safe Routes to Schools Grant (NCDOT)	503,000	
Increase in EMS Billing Revenue (Section 7)	515,862	
Increase in Inspections Revenue	450,000	
Sidewalk Development Parking Lease	115,300	
Impact of Bradford Creek Contract (Section 7)	(799,227)	
Change in Fund Balance Appropriations	201,591	
Other Net Changes in Revenue	280,707	
		2,732,723

2018-19 General Fund Revenue Budget \$ 84,746,522

RECONCILE 2019-20 REVENUE BUDGET

2018-19 General Fund Revenue Budget \$ 84,746,522

2019-20 Revenue Adjustments

Increase in Property Tax Revenue (Section 4)	\$ 1,064,129	
Increase in Sales Tax Revenue (Section 5)	586,721	
Increase in Utility Franchise Tax (Section 7)	100,000	
Safe Routes to Schools Grant (NCDOT)	(503,000)	
Change in Fund Balance Appropriations	(350,000)	
Other Net Changes in Revenue	(3,372)	
		894,478

2019-20 General Fund Revenue Budget \$ 85,641,000

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND REVENUES

	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
UNRESTRICTED INTERGOVERNMENTAL PROPERTY TAXES					
Current Year Taxes	\$ 29,944,490	\$ 30,528,008	\$ 583,518	\$ 31,528,247	\$ 1,000,239
Motor Vehicle Taxes	2,965,692	3,166,299	200,607	3,229,625	63,326
Prior Year Taxes	149,082	359,618	210,536	366,810	7,192
Tax Penalties & Interest	187,460	185,367	(2,093)	189,075	3,708
Tax Discounts	(412,281)	(428,938)	(16,657)	(437,516)	(8,578)
Tax Refunds	(84,443)	(87,854)	(3,411)	(89,612)	(1,758)
Total Unrestricted Intergov Property Taxes	\$ 32,750,000	\$ 33,722,500	\$ 972,500	\$ 34,786,629	\$ 1,064,129

OTHER UNRESTRICTED INTERGOVERNMENTAL					
Sales Tax	18,823,000	\$ 19,338,690	\$ 515,690	\$ 19,925,411	\$ 586,721
Rental Vehicle- Gross Receipts	133,378	160,370	26,992	165,181	4,811
Video Program & Supplemental PEG	923,767	860,935	(62,832)	869,544	8,609
Motor Vehicle Fee	1,503,457	1,508,522	5,065	1,538,693	30,171
Payment in Lieu of Taxes	51,075	67,470	16,395	68,819	1,349
State Fire Protection	390,000	393,900	3,900	397,839	3,939
Utilities Franchise Tax	7,102,077	7,000,000	(102,077)	7,100,000	100,000
Wine & Beer	437,266	425,073	(12,193)	429,324	4,251
Total Other Unrestricted Intergov	\$ 29,364,020	\$ 29,754,960	\$ 390,940	\$ 30,494,811	\$ 739,851

RESTRICTED INTERGOVERNMENTAL					
Traffic Control Lights Maintenance	\$ 157,000	\$ 157,000	\$ -	\$ 157,000	\$ -
Street Sweeper Agreement	25,035	25,035	-	25,035	-
Reimbursable Agreements	-	-	-	-	-
Federal Forfeiture Money	-	-	-	-	-
Powell Bill State Allocation	2,220,065	2,220,065	-	2,220,065	-
Special State / Federal / Local Grants	13,186	503,000	489,814	-	(503,000)
Controlled Substance Tax	-	-	-	-	-
Police Department Grants	-	-	-	-	-
Task Force Overtime Reimbursement	-	-	-	-	-
Section 104 F Planning Grant MPO	225,280	605,647	380,367	332,618	(273,029)
Recreation & Parks Donations- Restricted	-	-	-	-	-
Total Restricted Intergovernmental	\$ 2,640,566	\$ 3,510,747	\$ 870,181	\$ 2,734,718	\$ (776,029)

LICENSES, PERMITS, & FEES					
Privilege Licenses	\$ -	\$ -	\$ -	\$ -	\$ -
Inspection Division Permits	950,000	1,400,000	450,000	1,400,000	-
Planning Fees	110,721	142,960	32,239	145,819	2,859
Recreation Department Activity Fees	1,999,487	1,200,260	(799,227)	1,212,310	12,050
Police Fees	1,229,621	1,136,903	(92,718)	1,170,110	33,207
Engineering Fees	14,508	33,527	19,019	33,862	335
Fire / Rescue Fees	208,455	214,500	6,045	214,500	-
Total Licenses, Permits, & Fees	\$ 4,512,792	\$ 4,128,150	\$ (384,642)	\$ 4,176,601	\$ 48,451

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND REVENUES

	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
SALES & SERVICES					
Rescue Service Transport	\$ 3,127,484	\$ 3,643,346	\$ 515,862	\$ 3,758,054	\$ 114,708
Leased Parking & Meters	178,386	270,995	92,609	279,125	8,130
Parking Violations	216,363	375,000	158,637	378,750	3,750
Total Sales & Services	\$ 3,522,233	\$ 4,289,341	\$ 767,108	\$ 4,415,929	\$ 126,588
OTHER REVENUES					
Donations	\$ -	\$ -	\$ -	\$ -	\$ -
Sale of Property	26,016	26,536	520	27,067	531
Other Revenue	767,909	703,057	(64,852)	704,585	1,528
Total Other Revenues	\$ 793,925	\$ 729,593	\$ (64,332)	\$ 731,652	\$ 2,059
INVESTMENT EARNINGS					
Investment Earnings	\$ 500,000	\$ 500,000	\$ -	\$ 500,000	\$ -
Total Investment Earnings	\$ 500,000	\$ 500,000	\$ -	\$ 500,000	\$ -
OTHER FINANCING SOURCES					
Transfer in GUC	\$ 6,651,919	\$ 6,731,296	\$ 79,377	\$ 6,770,725	\$ 39,429
Transfer from Capital Reserve	-	-	-	-	-
Transfer from Housing	100,000	-	(100,000)	-	-
Transfer from Sanitation	-	-	-	-	-
Other Transfers	-	-	-	-	-
Total Other Financing Sources	\$ 6,751,919	\$ 6,731,296	\$ (20,623)	\$ 6,770,725	\$ 39,429
FUND BALANCE APPROPRIATED					
Appropriated Fund Balance- General Fund	\$ 465,766	\$ 1,000,000	\$ 534,234	\$ 650,000	\$ (350,000)
Appropriated Fund Balance- Powell Bill	712,578	379,935	(332,643)	379,935	-
Total Fund Balance Appropriated	\$ 1,178,344	\$ 1,379,935	\$ 201,591	\$ 1,029,935	\$ (350,000)
Total Revenues	\$ 82,013,799	\$ 84,746,522	\$ 2,732,723	\$ 85,641,000	\$ 894,478



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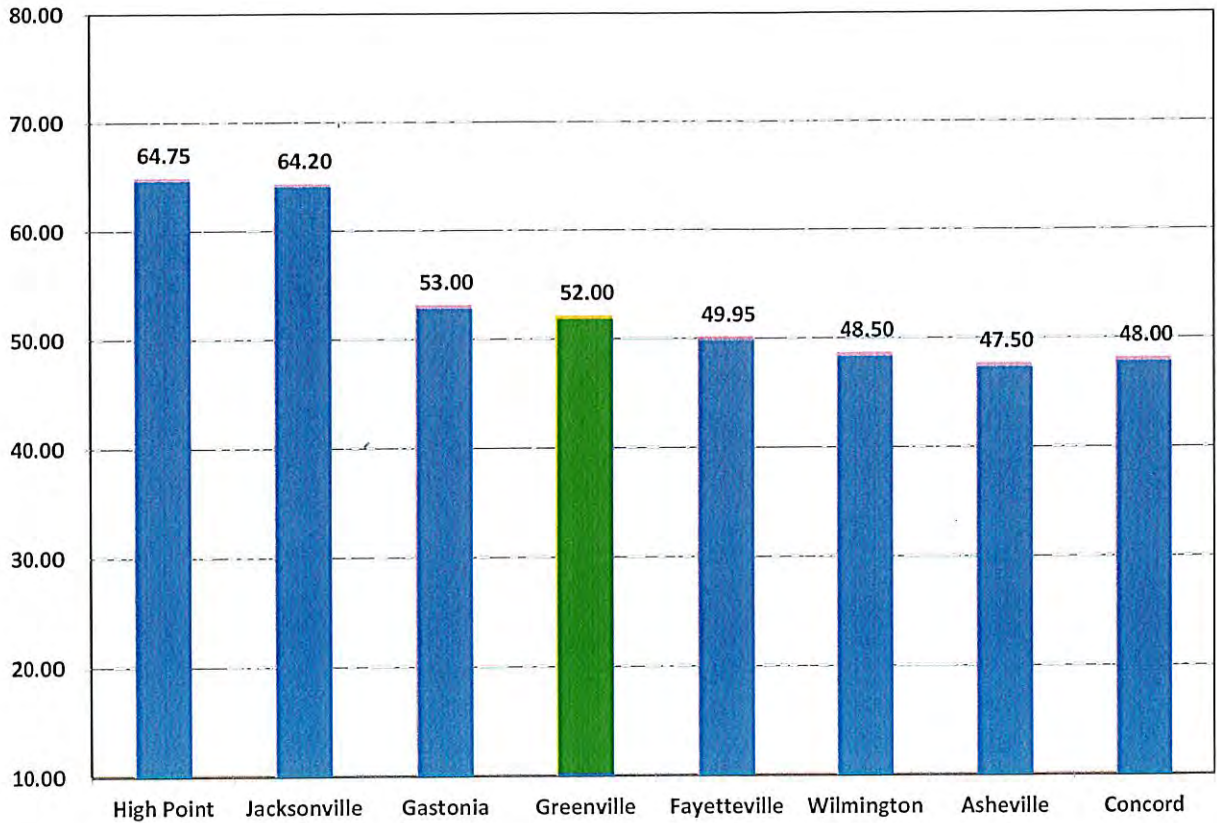
SECTION FOUR:

GENERAL FUND REVENUES

PROPERTY TAX REVENUE

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PROPERTY TAX REVENUES

PEER CITY PROPERTY TAX RATES (CENTS)

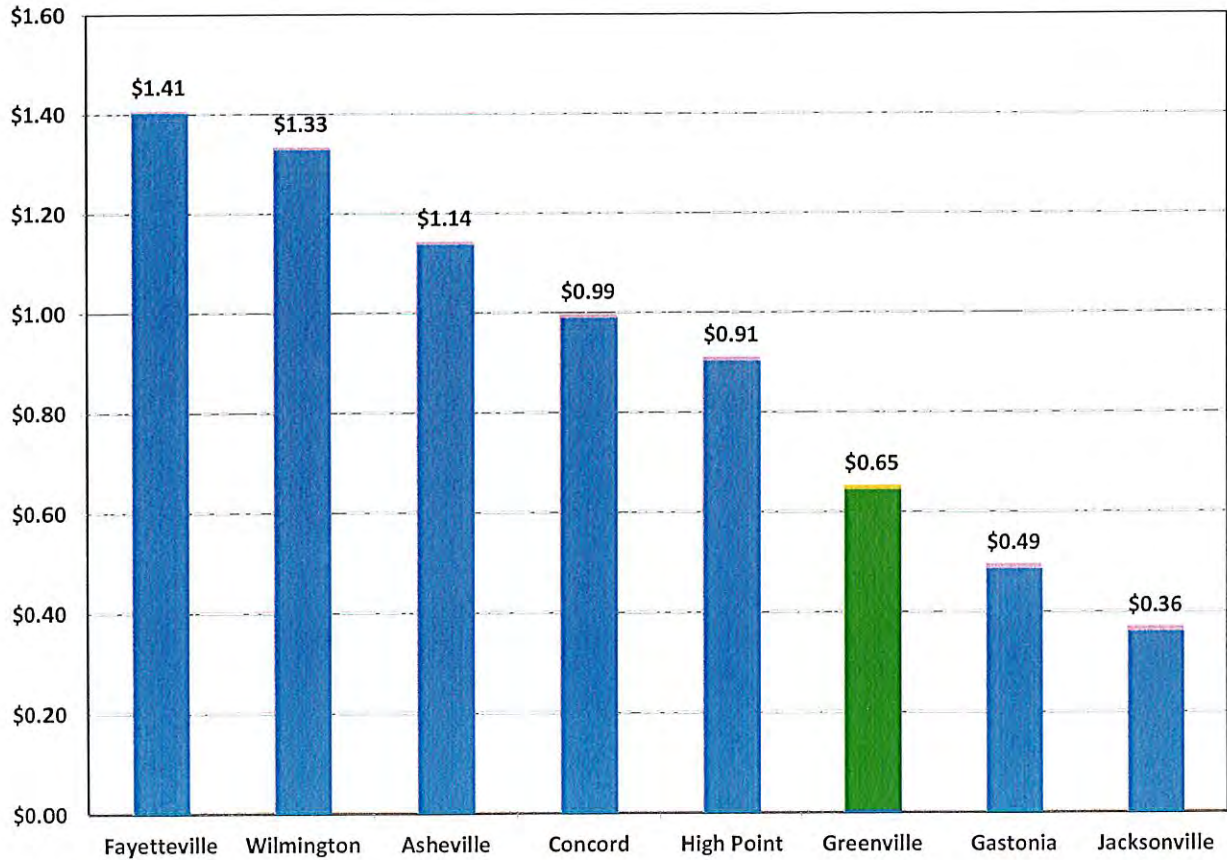


Notes:

- The City of Greenville's property tax rate ranks 4th highest of the peer group.
- The cities with the four highest property tax rates also have the four lowest property tax revenues per cent.
- The cities with the four lowest property tax rates also have the four highest property tax revenues per cent.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PROPERTY TAX REVENUES

PROPERTY TAX REVENUE GENERATED PER CENT (IN MILLIONS)

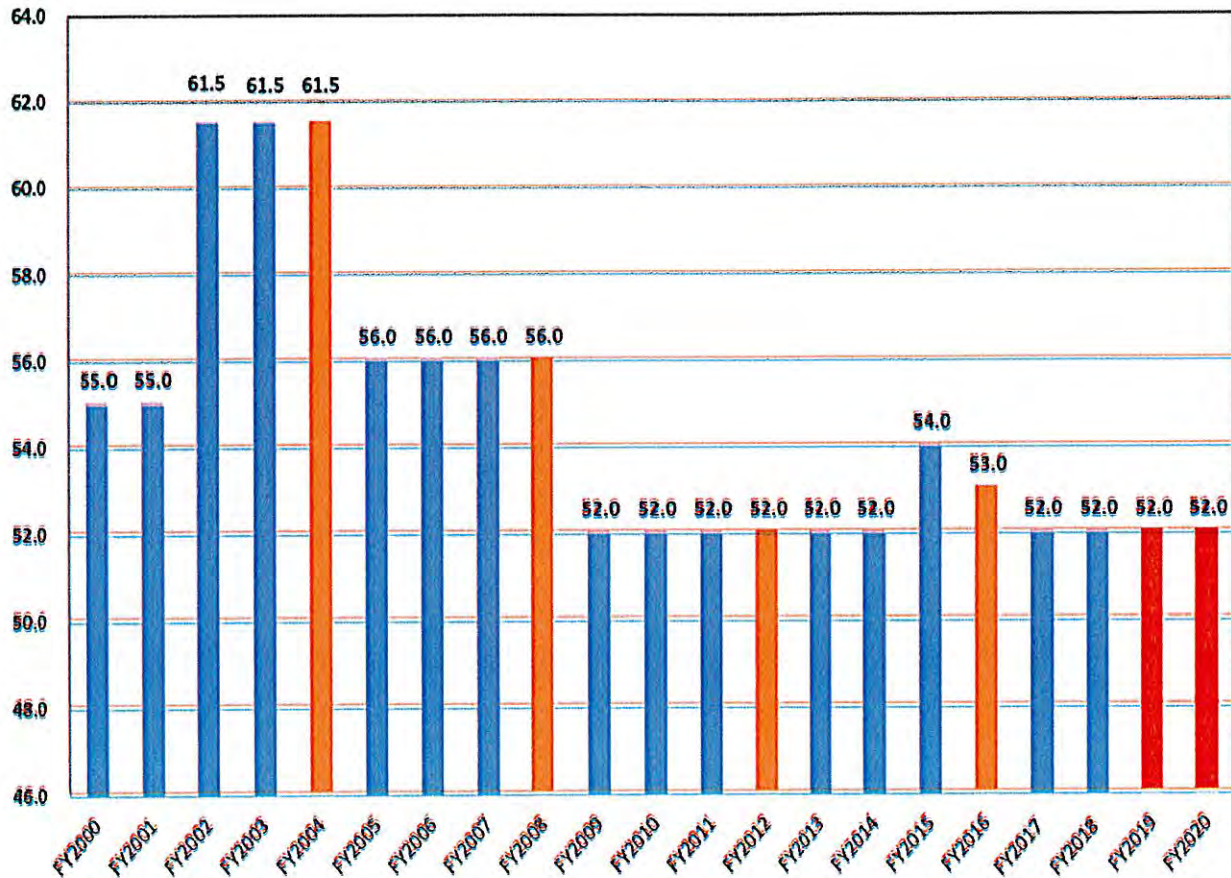


Notes:

- The City of Greenville's property tax rate ranks 4th highest of the peer group.
- The cities with the four highest property tax rates also have the four lowest property tax revenues per cent.
- The cities with the four lowest property tax rates also have the four highest property tax revenues per cent.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PROPERTY TAX REVENUES

PROPERTY TAX RATE BY YEAR

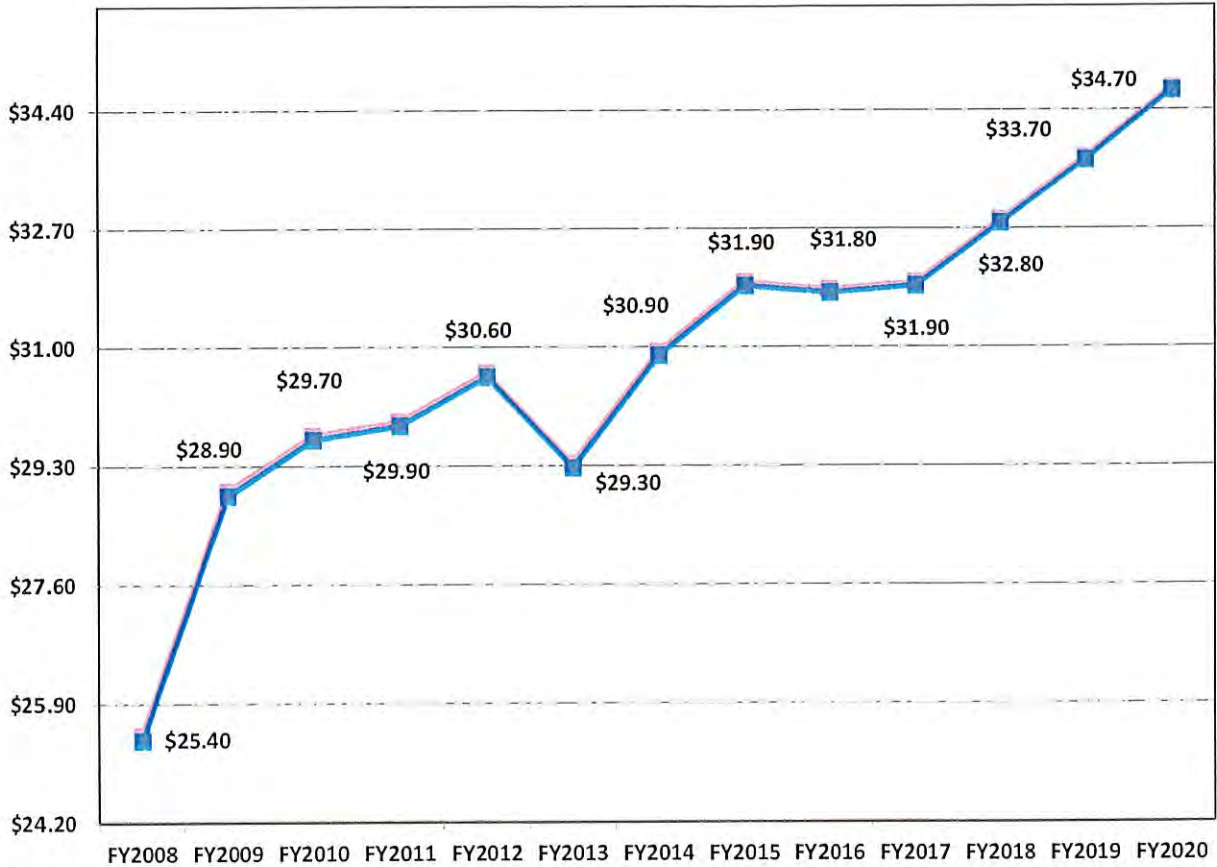


Notes:

- The City property tax rate has shown great stability over the last twenty years.
- Re-evaluation occurs every four years. The year of re-evaluation is highlighted in orange.
- Typically property tax rates have reduced the year following re-evaluation in times where the property tax values have increased. This is a reflection of prior City Council's efforts to go "revenue neutral" and reduce the property tax rate to offset all or a portion of the increase in property tax value and thereby the corresponding increase in property tax revenue.
- The property tax rate, however, was not increased in the year following re-evaluation when the property tax values reduced (FY2012 to FY2013). In other words, the City adjusted the budget to reflect a reduction in property tax revenues that resulted from a reduction in the property tax values rather than increase the property tax rate to offset the reduction in property tax revenues.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PROPERTY TAX REVENUES

PROPERTY TAX REVENUES BY YEAR (IN MILLIONS)



Notes:

- Over the past ten years the City's property tax rates have increased on average 2.5% each year.
- The reduction in property tax revenues from FY2012 to FY2013 is a reflection of the reduction in property tax values resulting from the FY2012 re-evaluation. The Council did not go revenue neutral and increase the property tax rate to offset the reduction in revenues created by the reduction in property tax values.
- Over the past five years the City's property tax rates have increased on average 2.3% each year.

CITY OF GREENVILLE
 2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PROPERTY TAX REVENUES

CALCULATION OF FY2018-19 & FY2019-20 PROPERTY TAX REVENUES

FY2018-19 Budget Property Tax Revenue

FY2017-18 Property Tax Revenue Budget	\$ 32,750,000	
Normal Growth Percentage	<u>2.15%</u>	
Normal Growth in Tax Revenue Budget		\$ 704,125
New Developments On-Line August 2017	\$ 87,000,000	
Property Tax Base Percentage	<u>75.00%</u>	
Projected Increase in Property Tax Based	\$ 65,250,000	
Property Tax Rate	<u>0.0052</u>	
Increase in Property Tax Revenue		\$ 339,300
Other Reconciling Adjustment		<u>\$ (70,925)</u>
Projected Increase in Property Tax Revenue		\$ 972,500
FY2017-18 Property Tax Revenue Budget		\$ 32,750,000
FY2018-19 Property Tax Revenue Budget		<u><u>\$ 33,722,500</u></u>

CITY OF GREENVILLE
 2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PROPERTY TAX REVENUES

CALCULATION OF FY2018-19 & FY2019-20 PROPERTY TAX REVENUES

FY2019-20 Budget Property Tax Revenue

FY2018-19 Property Tax Revenue Budget	\$ 33,722,500	
Normal Growth Percentage	<u>2.15%</u>	
Normal Growth in Tax Revenue Budget		\$ 725,034
New Developments On-Line August 2018	\$ 54,000,000	
Property Tax Base Percentage	<u>75.00%</u>	
Projected Increase in Property Tax Based	\$ 40,500,000	
Property Tax Rate	<u>0.0052</u>	
Increase in Property Tax Revenue		\$ 210,600
Other Reconciling Adjustment		<u>\$ 128,495</u>
Projected Increase in Property Tax Revenue		\$ 1,064,129
FY2018-19 Property Tax Revenue Budget		\$ 33,722,500
FY2019-20 Property Tax Revenue Budget		<u><u>\$ 34,786,629</u></u>



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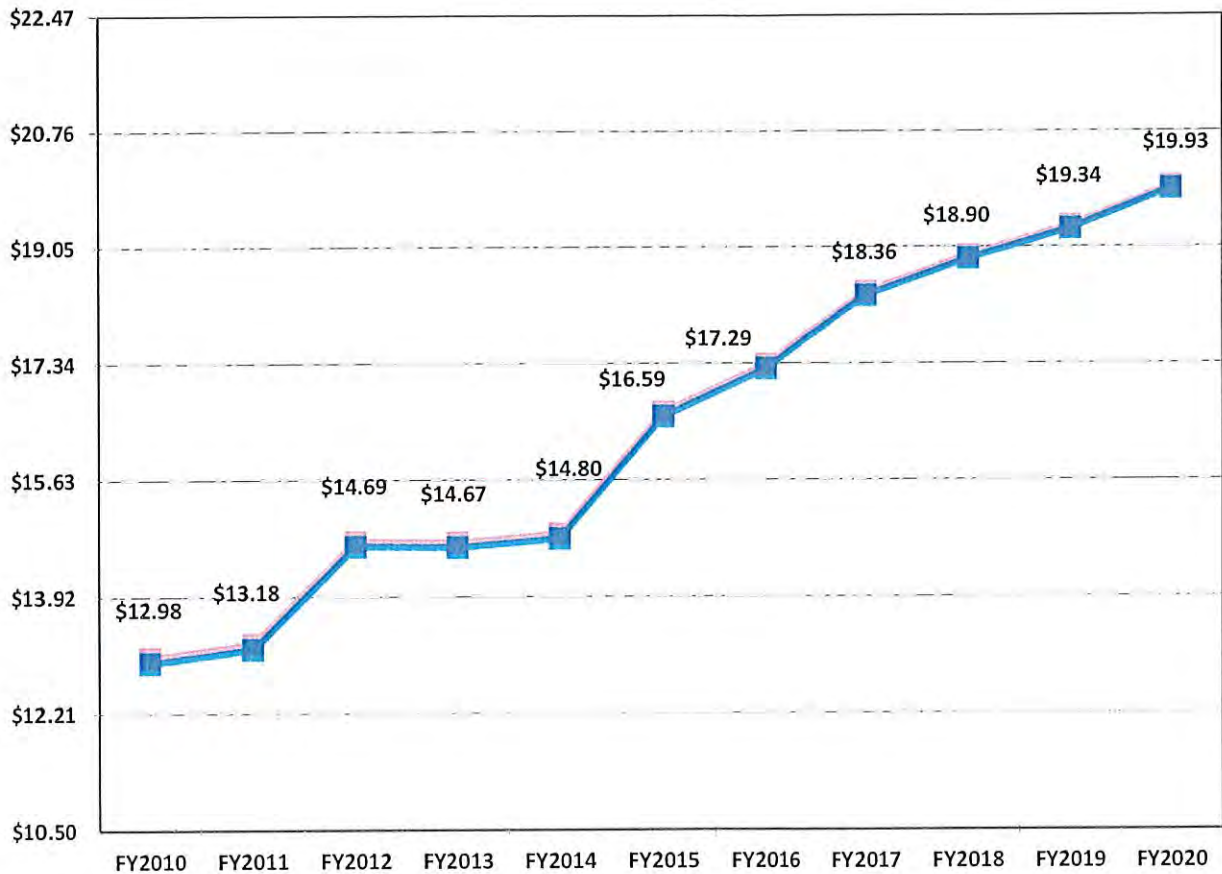
SECTION FIVE:

GENERAL FUND REVENUES

SALES TAX REVENUE

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND SALES TAX REVENUES

SALES TAX REVENUES BY YEAR (IN MILLIONS)



Notes:

- Over the past eight years the City's sales tax revenues have increased on average 4.8% each year.
- Over the past five years the City's sales tax revenues have increased on average 5.2% each year.
- For budgeting purposes, sales tax revenues have been projected to increase between 2.3% and 3.0% over the next two fiscal years.
- Sales Tax revenues can be volatile and are impacted by State legislation outside the control of the Council.

CITY OF GREENVILLE
 2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND SALES TAX REVENUES

CALCULATION OF FY2018-19 & FY2019-20 SALES TAX REVENUES

FY2018-19 Budget Sales Tax Revenue

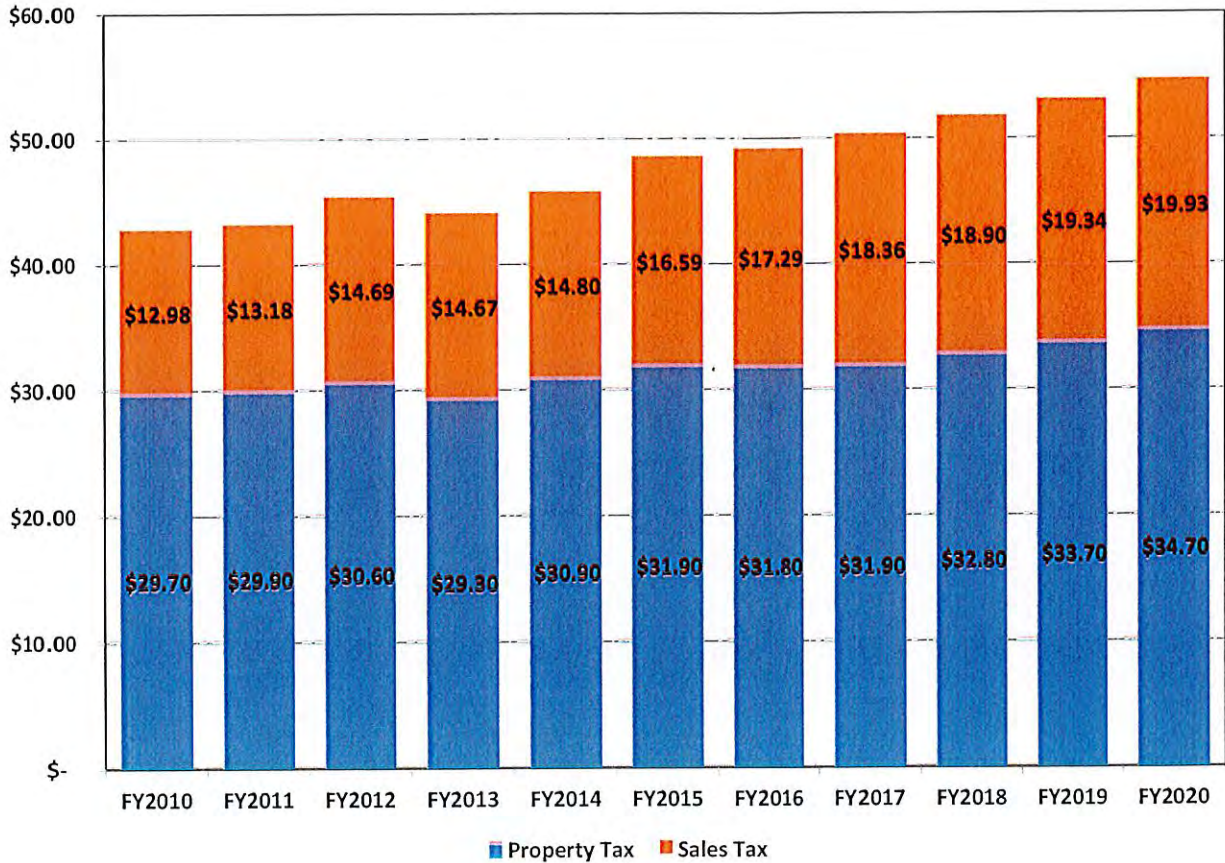
FY2017-18 Sales Tax Revenue Budget	\$	18,823,000
Projected Growth Percentage		<u>2.7%</u>
Projected Increase in Sales Tax Revenue	\$	515,690
FY2017-18 Sales Tax Revenue Budget		18,823,000
FY2018-19 Sales Tax Revenue Budget	\$	<u><u>19,338,690</u></u>

FY2019-20 Budget Sales Tax Revenue

FY2018-19 Sales Tax Revenue Budget	\$	19,338,690
Projected Growth Percentage		<u>3.0%</u>
Projected Increase in Sales Tax Revenue	\$	586,721
FY2018-19 Sales Tax Revenue Budget		19,338,690
FY2019-20 Sales Tax Revenue Budget	\$	<u><u>19,925,411</u></u>

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND SALES TAX REVENUES

COMBINED PROPERTY & SALES TAX REVENUES BY YEAR (IN MILLIONS)



Notes:

- In Fiscal Year 2009-10, Sales Tax comprised approximately 30% of the combined Property and Sales Tax revenues.
- For Fiscal Year 2017-18, it is projected that Sales Tax will comprise approximately 37% of the combined Property and Sales Tax revenues.
- The City's operations are thereby leveraged to a higher rate on Sales Tax revenues as compared to eight years ago.
- Sales Tax revenues can be volatile and are impacted by State legislation outside the control of the Council.



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SECTION SIX:

GENERAL FUND REVENUES

GUC TRANSFER IN

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND GUC TRANSFER IN REVENUES

The Following is the GUC Transfer Formula per the Charter:

General Transfer:

The following is the transfer for the Electric and Gas Fund:

+	Capital Assets, Net of Depreciation	(As Reported in Audit)
-	Long-Term Debt	(As Reported in Audit)
=	<u>Net Transfer Base</u>	
x	6.0% Transfer Rate	
=	<u>General Transfer to City</u>	

Street Light Reimbursement:

+	Street Light Revenue	(Based on Current Yr Rev,
x	50% Transfer Rate	Reimbursed Monthly)
=	<u>Street Light Reimbursement</u>	

Total Annual GUC Transfer

+	General Transfer to City	
+	Street Light Reimbursement	
=	<u>Total GUC Transfer</u>	

Note: The transfer calculations listed above are in accordance the requirements listed in the State Charter.

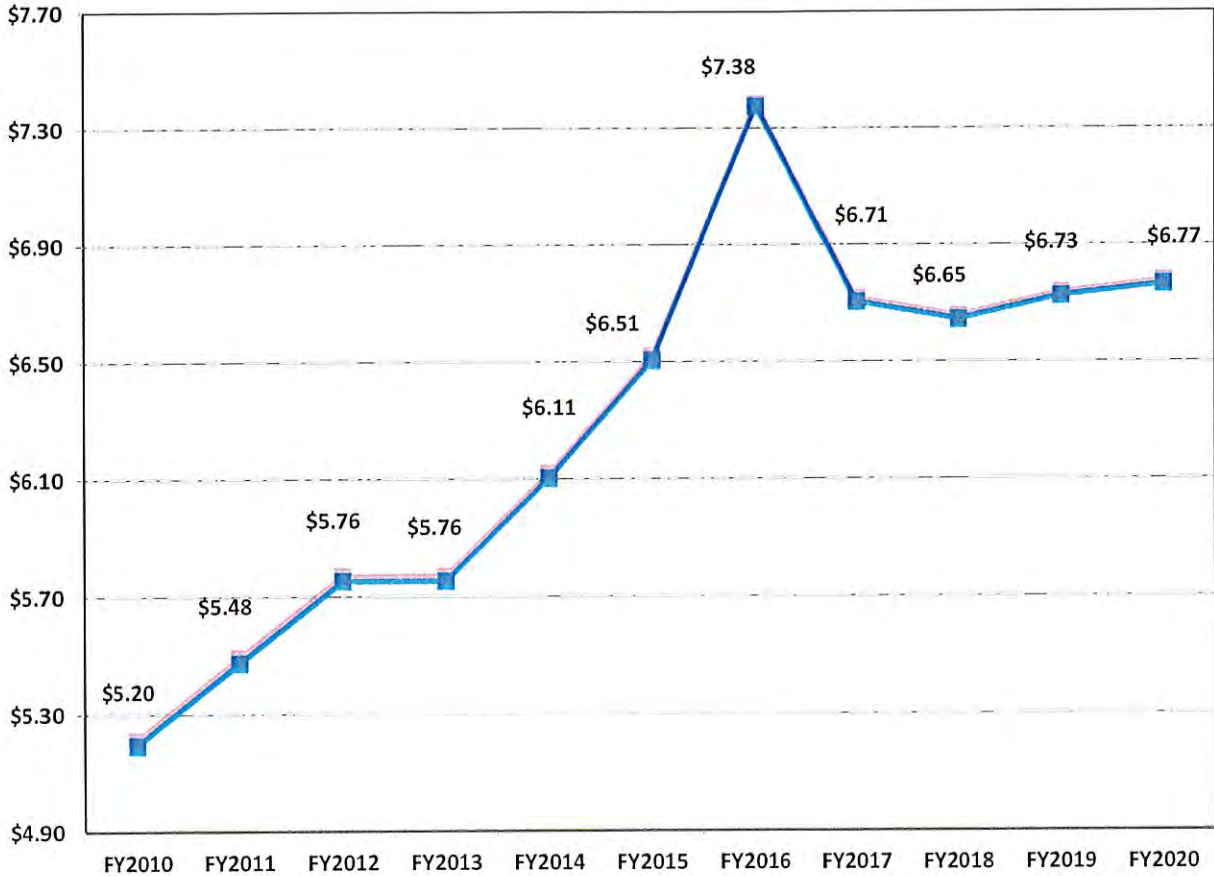
CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND GUC TRANSFER IN REVENUES

- The methodology used to administer the General Transfer is an average of the prior three year audits for the Electric Fund and the Gas Fund.
- The following is the calculation for FY2018-19:

	FY2015	FY2016	FY2017	3 Year Average
Electric Fund				
Capital Assets, Net of Depreciation				
Land Improvements and CIP	14,609,515	14,042,801	11,955,658	13,535,991
Other Capital Assets, Net	82,508,927	86,493,001	96,115,518	88,372,482
Unamortized Bond Refunding Charges	303,184	85,012	545,370	311,189
Net Capital Assets	97,421,626	100,620,814	108,616,546	102,219,662
Long-Term Debt				
Current Portion of Long-Term Debt	2,420,378	2,006,521	1,738,006	2,054,968
Non-Current Portion of Long-Term Debt	15,382,048	39,139,237	37,266,637	30,595,974
Total Long-Term Debt	17,802,426	41,145,758	39,004,643	32,650,942
Capital Assets Net of Long-Term Debt	79,619,200	59,475,056	69,611,903	69,568,720
Gas Fund				
Capital Assets, Net of Depreciation				
Land Improvements and CIP	9,936,192	15,842,270	3,509,437	9,762,633
Other Capital Assets, Net	26,453,454	27,667,632	40,864,111	31,661,732
Unamortized Bond Refunding Charges	172,110	179,710	146,510	166,110
Net Capital Assets	36,561,756	43,689,612	44,520,058	41,590,475
Long-Term Debt				
Current Portion of Long-Term Debt	1,127,174	1,079,872	846,665	1,017,904
Non-Current Portion of Long-Term Debt	5,179,746	15,617,666	14,718,752	11,838,721
Total Long-Term Debt	6,306,920	16,697,538	15,565,417	12,856,625
Capital Assets Net of Long-Term Debt	30,254,836	26,992,074	28,954,641	28,733,850
Summary				
Electric Fund Capital Net of Debt	79,619,200	59,475,056	69,611,903	69,568,720
Gas Fund Capital Net of Debt	30,254,836	26,992,074	28,954,641	28,733,850
Total	109,874,036	86,467,130	98,566,544	98,302,570
Transfer Rate	6.00%	6.00%	6.00%	6.00%
General Transfer	6,592,442	5,188,028	5,913,993	5,898,154
Projected Street Light Transfer				833,142
Total FY2018-19 GUC Transfer Budget				6,731,296

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND GUC TRANSFER IN REVENUES

GUC TRANSFER REVENUES BY YEAR (IN MILLIONS)



Notes:

- The General Transfer is equal to the three year average of audited numbers with the most recent fiscal year included in the average being 2 fiscal years in arrears.
- This methodology is indented to minimize swings in the budget from year to year and to create a greater level of certainty in the budgeting process.



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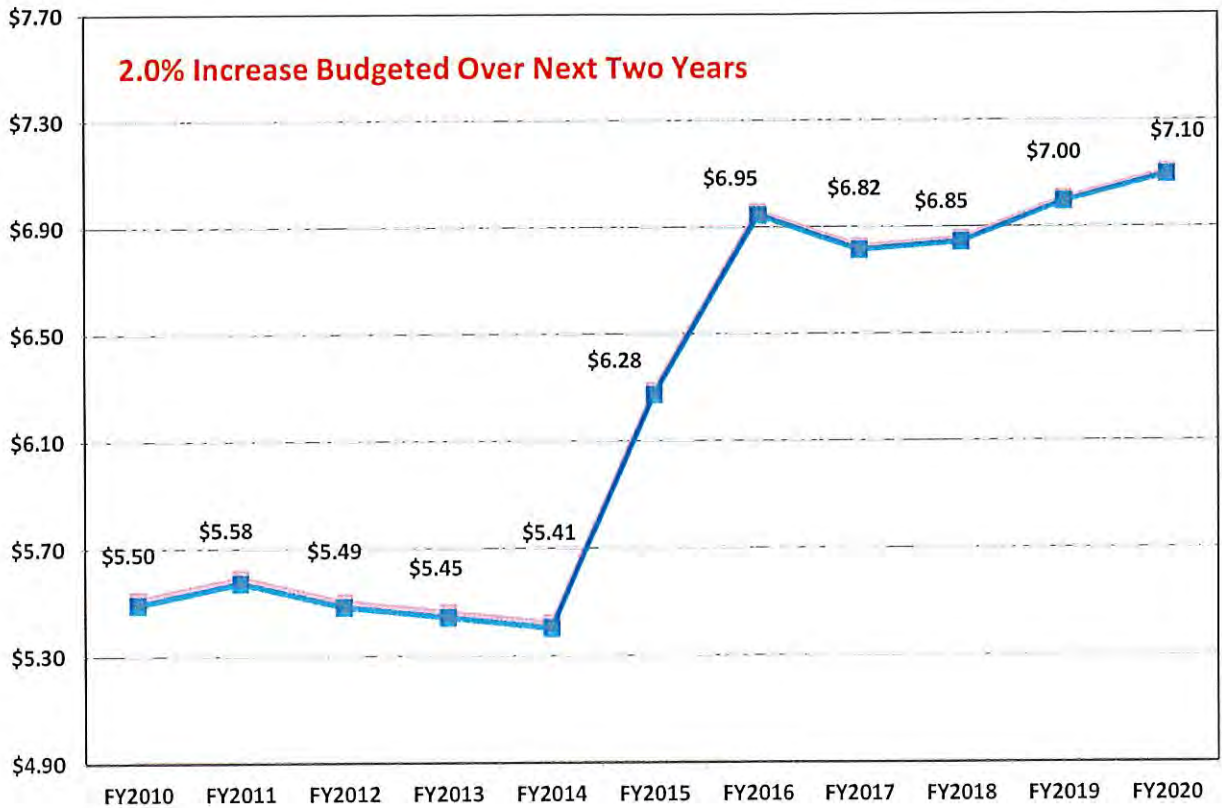
SECTION SEVEN:

GENERAL FUND REVENUES

OTHER GENERAL FUND REVENUES

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
OTHER SELECT GENERAL FUND REVENUES

UTILITY FRANCHISE TAX REVENUES BY YEAR (IN MILLIONS)

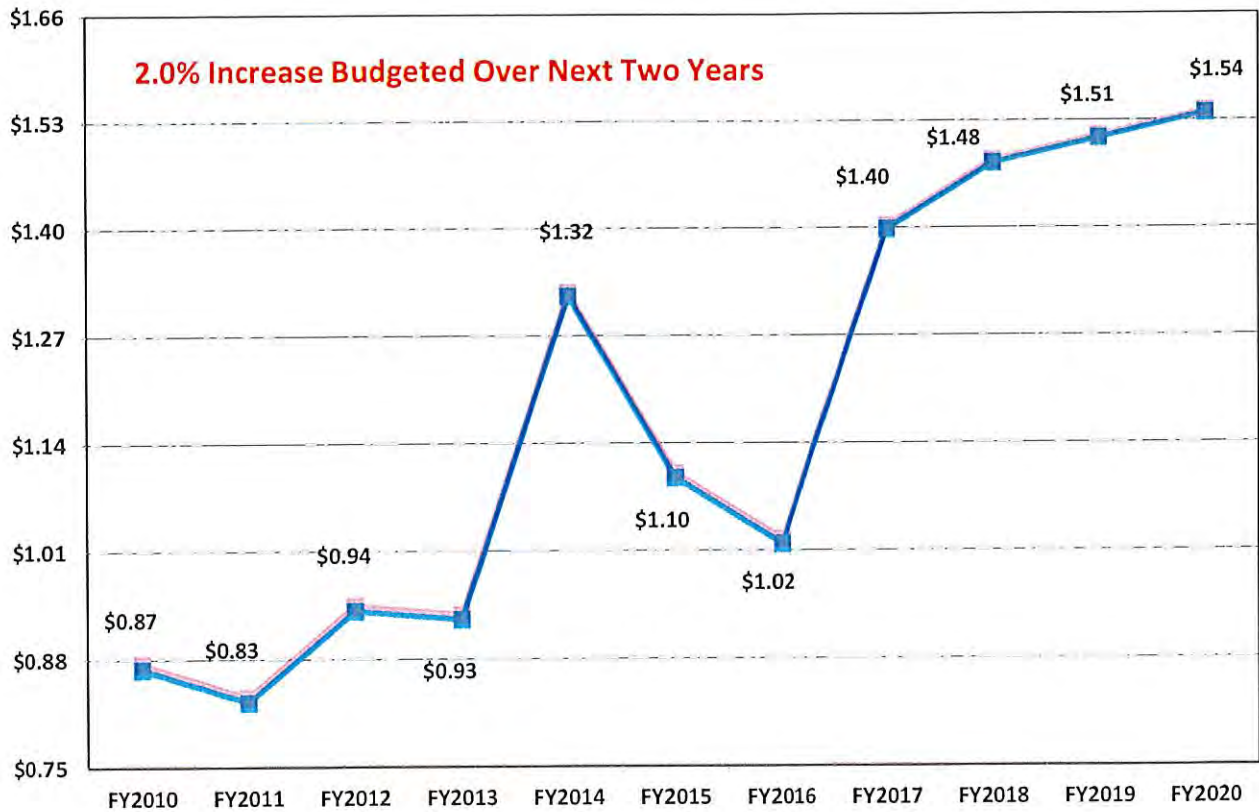


Notes:

- The Utility Franchise Tax represents the State tax on electricity and piped natural gas.
- The 2013 Tax Reform law eliminated the State and Local Franchise taxes on both electricity and natural gas and applied the combined general sales tax to both. The legislation provided municipalities with 44% of the State sales tax on electricity and 20% of the State sales tax on natural gas.
- The change in distribution formula resulted in an increase in revenues for the City between FY2013-14 and FY2015-16.
- The Utility Franchise tax revenues have stabilized over the last two fiscal years.
- A 2.0% increase is projected for FY2018-19 and FY2019-20.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
OTHER SELECT GENERAL FUND REVENUES

MOTOR VEHICLE FEE REVENUES BY YEAR (IN MILLIONS)

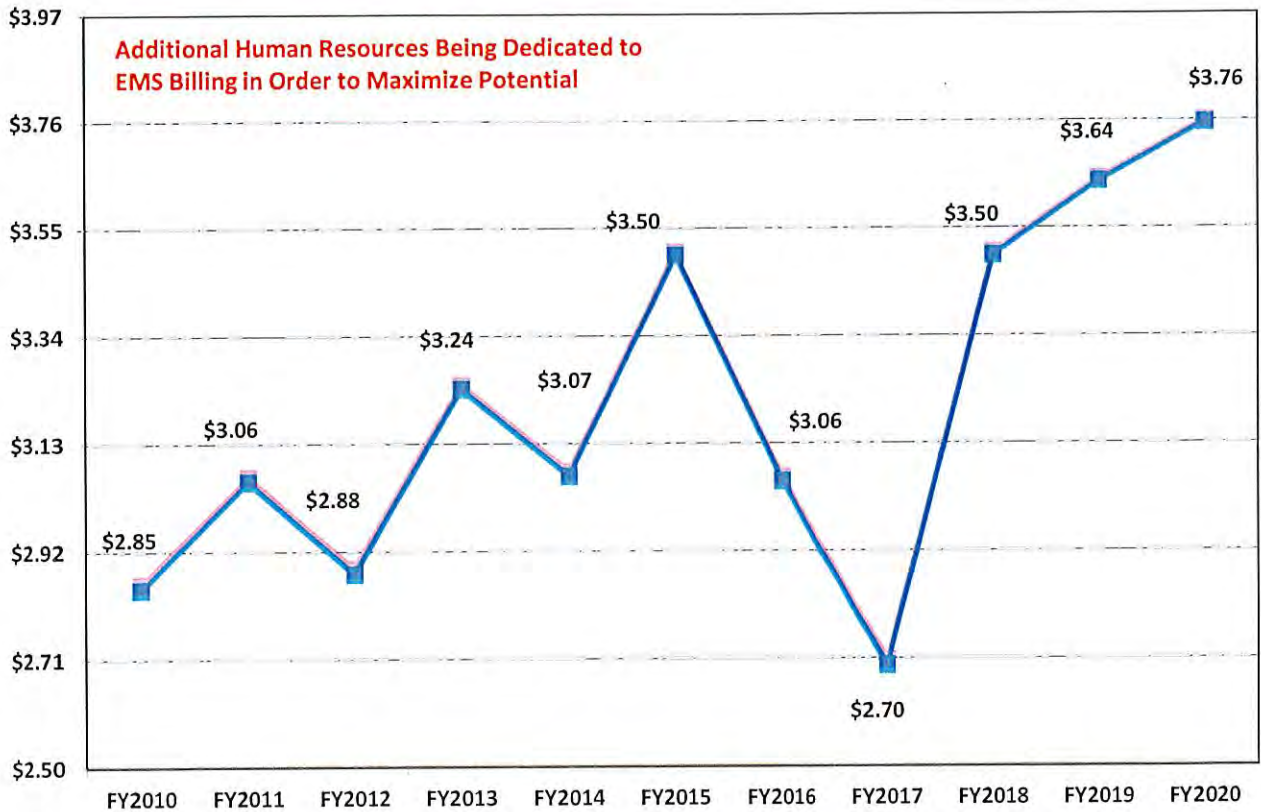


Notes:

- In FY2013-14 the State of North Carolina initiated the implementation of a new Tax and Tag System which was intended to improve the efficiency and collection of motor vehicle taxes state wide.
- The motor vehicle tax was increased from \$20 to \$30 in FY2016-17 as part of the budget process. This had the impact of increasing revenues approximately \$400,000.
- A 2.0% increase is projected for FY2018-19 and FY2019-20.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
OTHER SELECT GENERAL FUND REVENUES

RESCUE TRANSPORT REVENUES BY YEAR (IN MILLIONS)

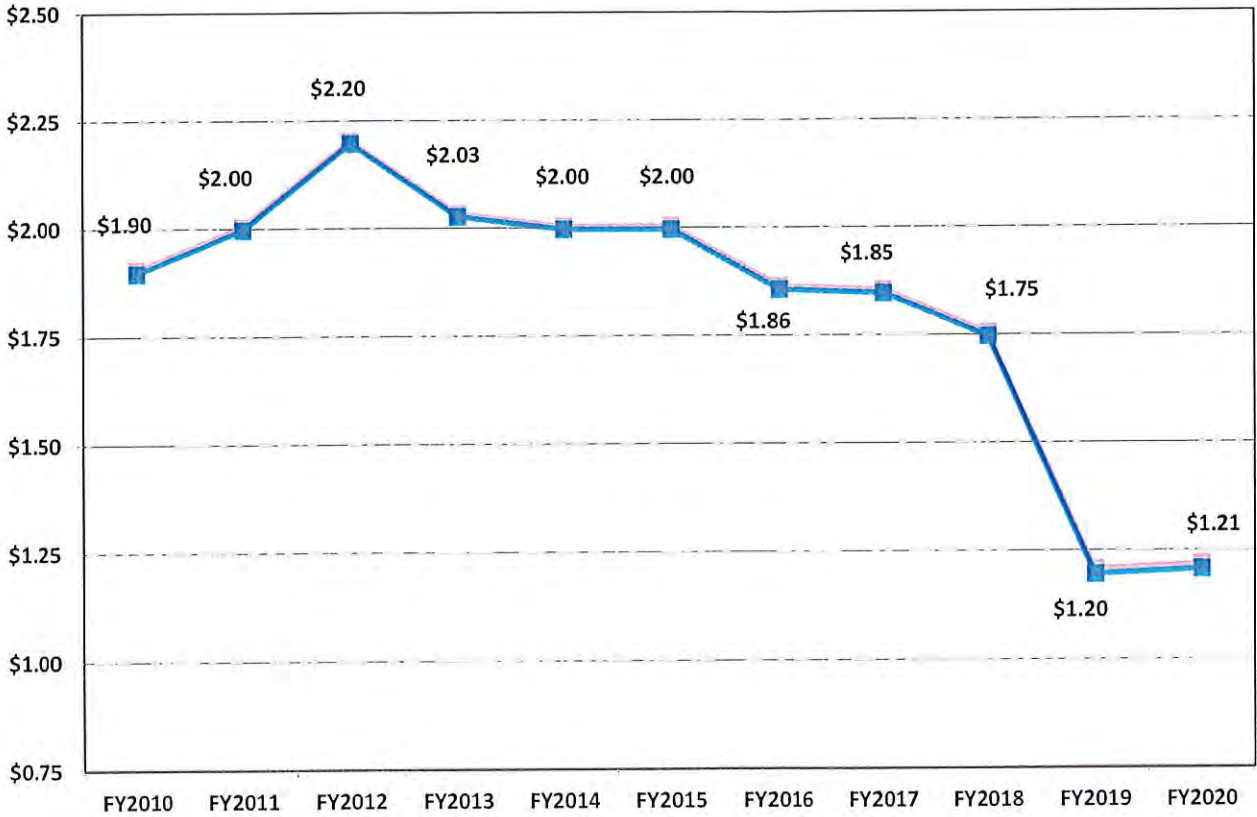


Notes:

- Over the last three fiscal years the number of Fire / EMS incidents have increased approximately 12%. The overall number of Fire / EMS runs have increased approximately 25%. Such increases have a direct effect on the level of EMS bills for services handled within Fire / Rescue and Financial Services.
- Rescue Transport revenues have increased approximately 3.3% over the last four years. Such increase is projected to continue as the number of calls and transports continues to increase.
- The proposed budget includes the addition of a Billing Technician so as to be able to optimize the City's revenue potential. The position will be funded through the additional revenues recovered.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
OTHER SELECT GENERAL FUND REVENUES

RECREATION & PARKS REVENUES BY YEAR (IN MILLIONS)



Notes:

- In January 2018, the City contracted out the management of Bradford Creek Golf Course to Billy Casper Golf. The City of Greenville remains the owner of Bradford Creek.
- All revenues and expenses related to the operation of the golf course run through a separate LLC operated by Billy Casper Golf. The City's total net expense for the operation of the golf course is capped at \$100,000 in the first year and reduces to \$25,000 by the fourth year per the contract.
- The reduction in projected Recreation & Parks revenues over the next two years represents the removal of Bradford Creek Golf Course.



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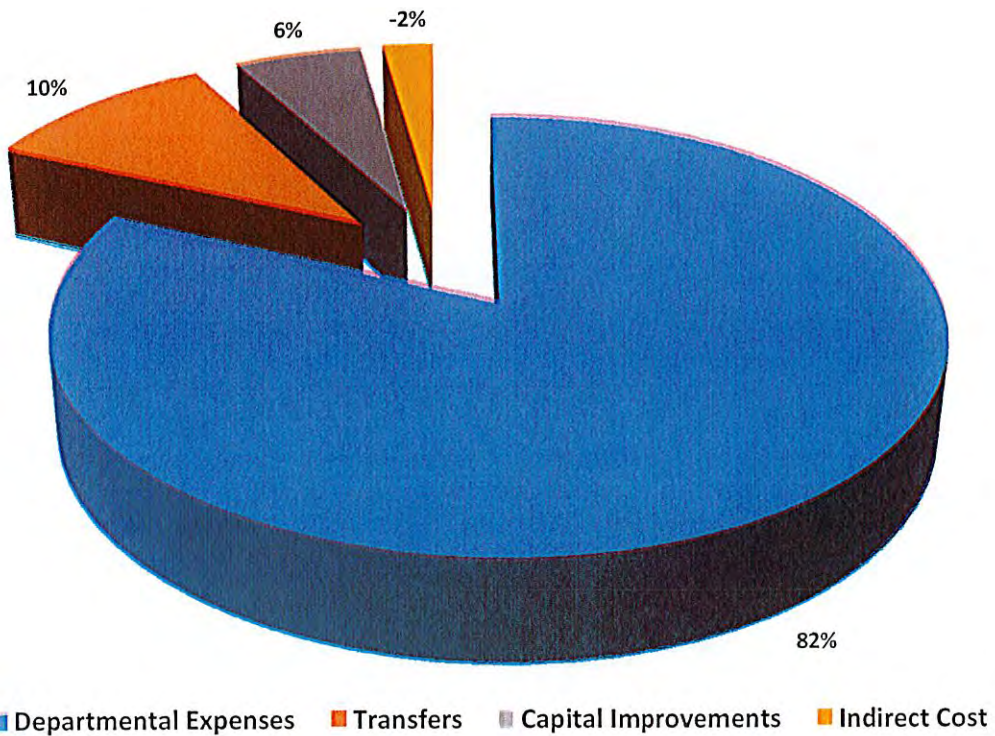
SECTION EIGHT:

GENERAL FUND EXPENSES

SUMMARY

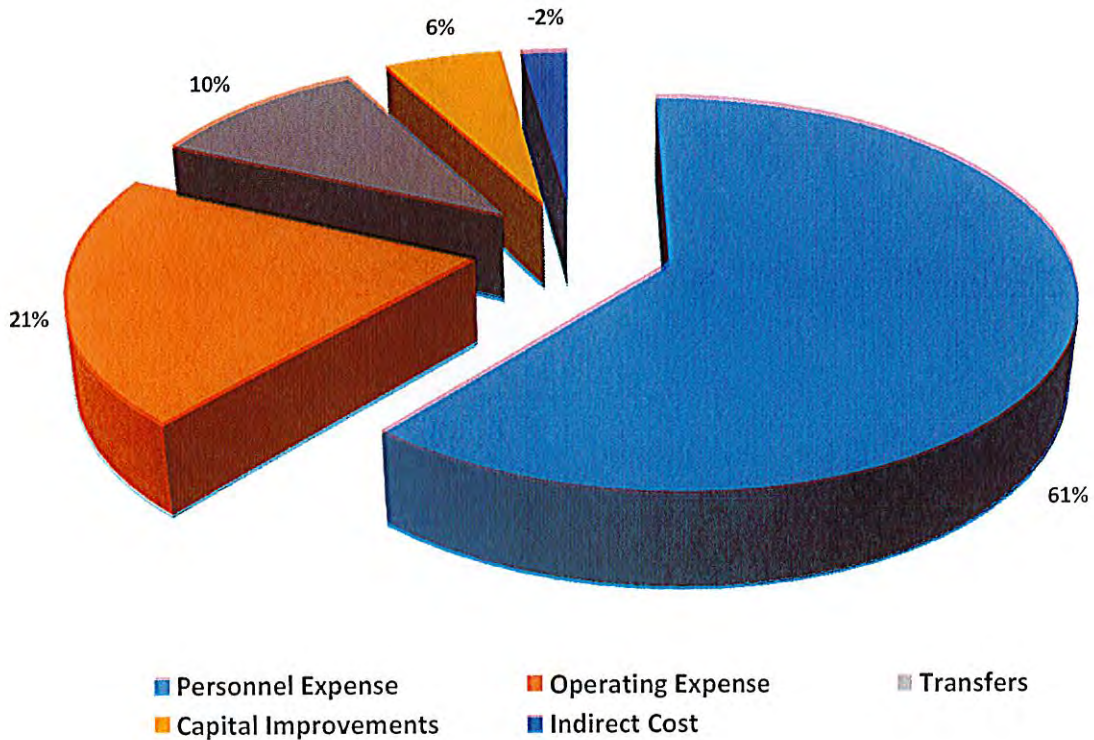
CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND EXPENSES BY CATEGORY

	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
Departmental Expenses	\$ 70,756,129	\$ 72,622,404	\$ 1,866,275	\$ 74,189,250	\$ 1,566,846
Transfers	8,416,558	9,138,684	722,126	8,854,735	(283,949)
Capital Improvements	4,300,631	4,936,321	635,690	4,547,902	(388,419)
Indirect Cost	(1,459,519)	(1,950,887)	(491,368)	(1,950,887)	-
Total Expense	\$ 82,013,799	\$ 84,746,522	\$ 2,732,723	\$ 85,641,000	\$ 894,478



CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND EXPENSES BY TYPE

	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
Personnel Expense	\$ 53,265,688	\$ 54,344,451	\$ 1,078,763	\$ 55,404,614	\$1,060,163
Operating Expense	17,490,441	18,277,953	787,512	18,784,636	506,683
Transfers	8,416,558	9,138,684	722,126	8,854,735	(283,949)
Capital Improvements	4,300,631	4,936,321	635,690	4,547,902	(388,419)
Indirect Cost	(1,459,519)	(1,950,887)	(491,368)	(1,950,887)	-
Total Expense	\$ 82,013,799	\$ 84,746,522	\$ 2,732,723	\$ 85,641,000	\$ 894,478



\$6 Out of Every \$10 Appropriated to Personnel !



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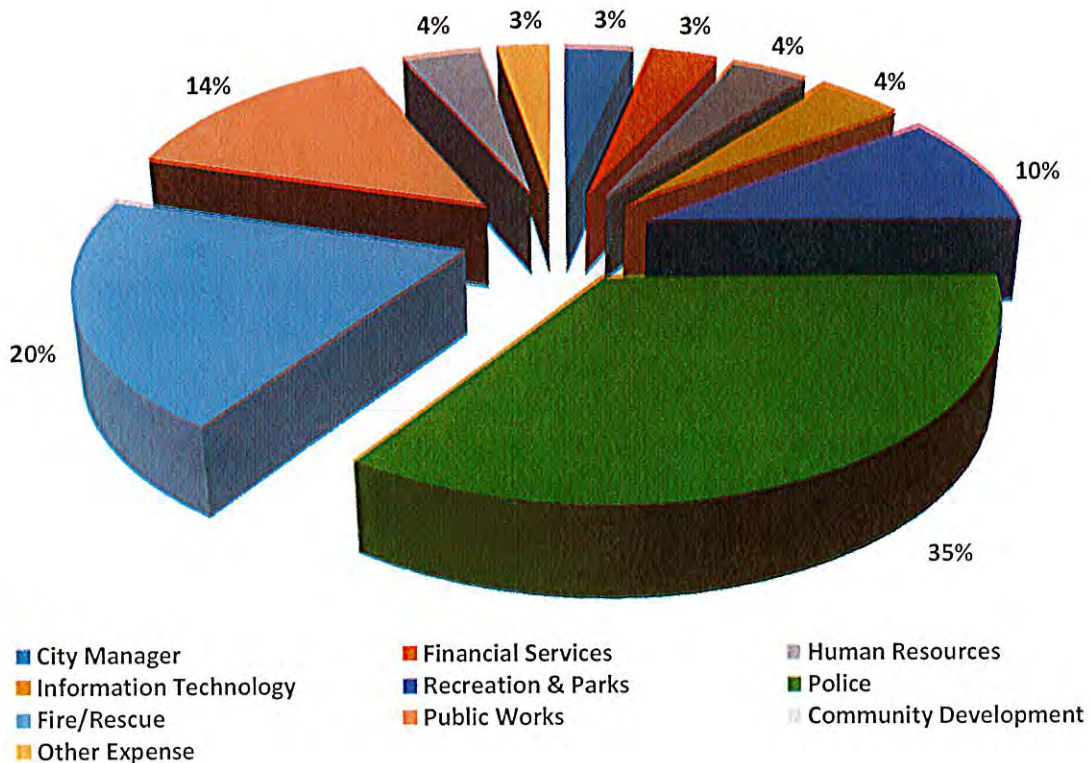
SECTION NINE:

GENERAL FUND EXPENSES

EXPENSE BY DEPARTMENT

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND EXPENSES BY DEPARTMENT

	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
Mayor/Council	\$ 457,998	\$ 430,586	\$ (27,412)	\$ 493,490	\$ 62,904
City Manager	2,070,618	2,494,458	423,840	2,558,326	63,867
City Clerk	265,083	276,017	10,934	282,064	6,046
City Attorney	460,767	510,014	49,247	529,134	19,120
Financial Services	2,428,481	2,483,086	54,605	2,505,315	22,230
Human Resources	2,790,698	2,827,658	36,960	2,840,214	12,556
Information Technology	2,993,452	3,154,865	161,413	3,273,997	119,131
Recreation & Parks	7,573,949	7,155,652	(418,297)	7,259,291	103,639
Police	24,757,355	25,116,934	359,579	25,531,404	414,470
Fire/Rescue	14,023,486	14,706,901	683,415	15,189,525	482,624
Public Works	9,671,950	9,919,516	247,566	10,045,336	125,820
Community Development	2,562,292	2,846,716	284,424	2,881,155	34,439
Contingency	200,000	100,000	(100,000)	100,000	-
OPEB	500,000	600,000	100,000	700,000	100,000
Total Departmental Expense	\$ 70,756,129	\$ 72,622,404	\$ 1,866,275	\$ 74,189,250	\$ 1,566,846



\$83 Out of Every \$100 Appropriated to the Following:

- Public Safety (Police, Fire / Rescue)
- Public Works
- Recreation & Parks
- Community Development



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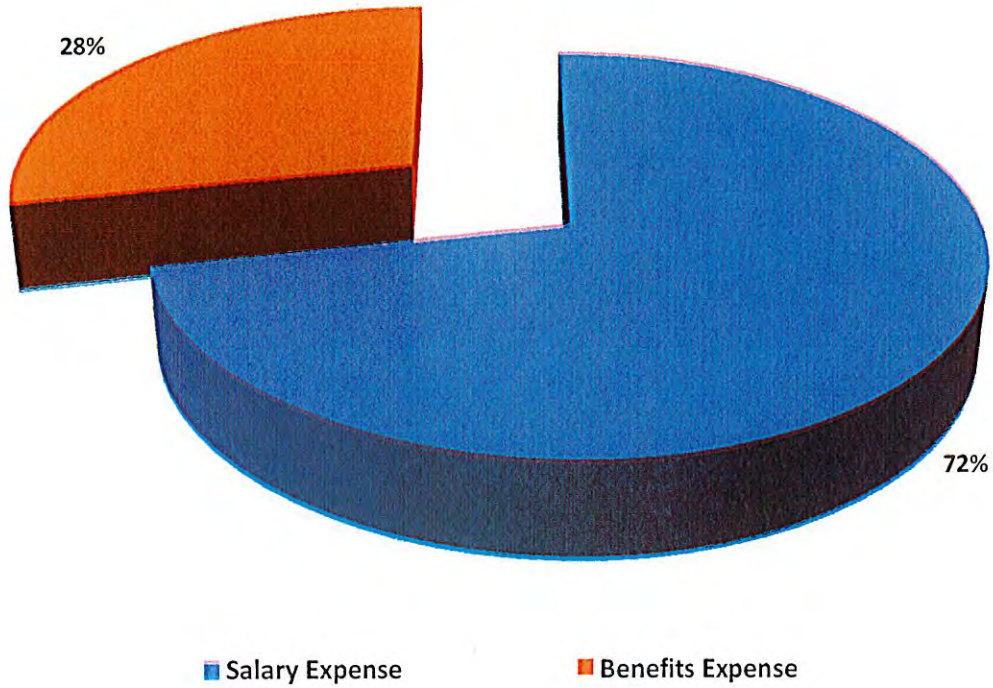
SECTION TEN:

GENERAL FUND EXPENSES

PERSONNEL EXPENSE

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PERSONNEL EXPENSE

	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
Salary Expense	\$ 37,505,121	\$ 39,030,457	\$ 1,525,336	\$ 39,809,638	\$ 779,181
Benefits Expense	15,760,567	15,313,994	(446,573)	15,594,976	280,982
Total Personnel Expense	\$ 53,265,688	\$ 54,344,451	\$ 1,078,763	\$ 55,404,614	\$1,060,163



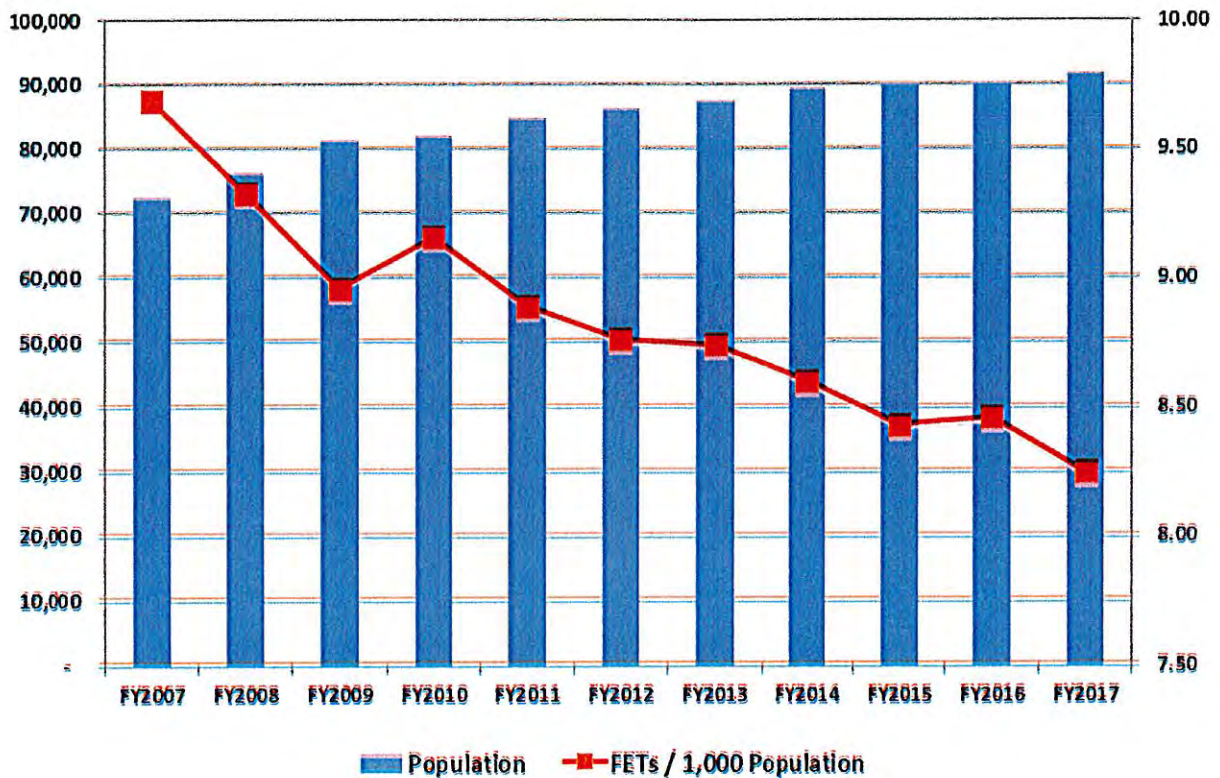
CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PERSONNEL EXPENSE

PERSONNEL EXPENSE HIGHLIGHTS

- Represents approximately 61% of total general fund expenses.
- Provides for the following average employee wage increases:
 - 2.9% average wage increase for FY2018-19
 - 2.5% average wage increase for FY2019-20
- Increases City's 401K contribution from \$30 to \$40 per pay period for general employees (recurring). This will put the City's contributions in line with that of GUC.
- Increases funding for City employee training and and workforce development by \$20,000
- Increases Other Post-Employment Benefits contribution by \$100,000 each year
- Includes a personnel vacancy factor of 4.0% (\$1.35 Million)
- Removes personnel expense budget for the Bradford Creek Golf Course (\$400 thousand)
- Adds the following positons:
 - 3.0 Fire / Rescue positons for future Southside fire station
 - 1.0 EMS Billing Technician in order to maximize EMS reimbursement potential. Position will be funded by increase in EMS billing revenues.
 - 1.0 Lead Code Enforcement Officer. This represents a reclassification of a currently budgetd Transportation Planner position. Therefore, the Lead Code Enforcement position is already included in the current fiscal year 2017-18 budget.
 - 1.0 Concierge positon to implement a "one stop" program. Position will be funded by increase in Inspection revenues.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PERSONNEL EXPENSE

CITY POSITIONS PER 1,000 POPULATION



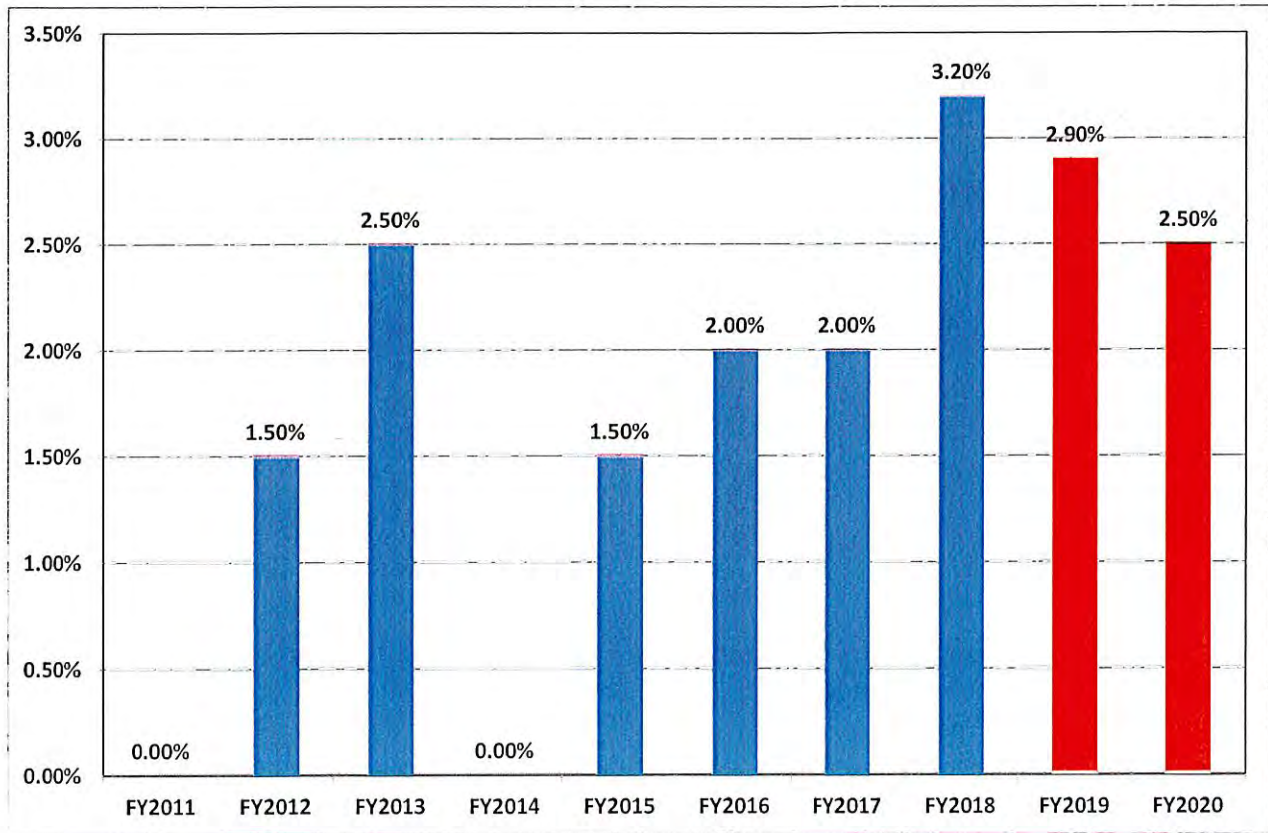
Year	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017
Population	72,333	76,058	81,092	81,747	84,554	86,017	87,242	89,130	89,852	90,000	91,495
FETs / 1,000 Population	9.68	9.32	8.95	9.15	8.88	8.75	8.73	8.59	8.42	8.45	8.24

Notes:

- The City of Greenville's population has grown approximately 6.37% since fiscal year 2012.
- The City of Greenville's number of employees has grown less than 1.0% over the last five fiscal year.
- As a result, the number of city employees per every 1,000 in population has continued to decrease over the past five years.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PERSONNEL EXPENSE

EMPLOYEE WAGE RATE INCREASE HISTORY



Notes:

- Employee salaries have averaged an increase of approximately 1.75% each year for the past five fiscal years.
- Employee salaries have averaged an increase of approximately 2.4% each year for the past three fiscal years.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PERSONNEL EXPENSE

EMPLOYEE WAGE RATE INCREASE COMPARISON

The following are the Projected Market Wage Increases for FY 2018-19 Based on Public and Private Employer Benchmark Surveys:

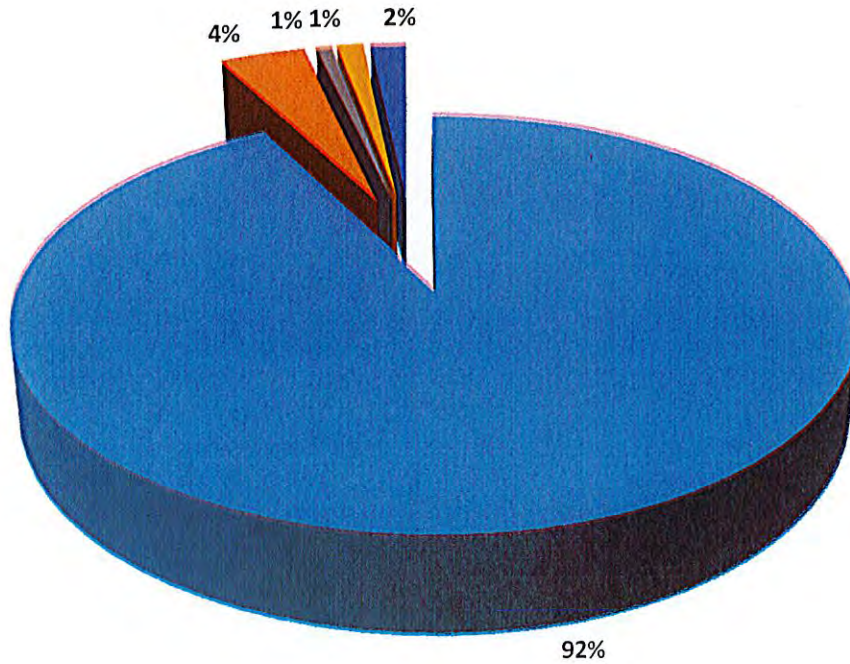
FY	CAI	Public Sector	Private Sector	City / GUC	Cumulative Difference (CAI)	Cumulative Difference (Public)	Cumulative Difference (Private)
15/16	3.0%	2.5%	2.0%	2.0%	-1.0%	-0.5%	0.0%
16/17	2.7%	3.2%	3.05%	2.0%	-1.7%	-1.7%	-1.05%
17/18	2.7%	2.9%	2.9%	3.2%	-1.2%	-1.4%	-0.75%
18/19	2.5%	2.9%	3.2%	TBD	TBD	TBD	TBD

Notes:

- The CAI index is the City of Greenville and GUCs primary benchmark.
- The last true-up salary adjustment was performed three years ago in FY2015.
- Since this time the total CAI increase has been 8.4%. The total City of Greenville increase has been 7.2% over this same time frame. This puts the City of Greenville 1.2% behind the CAI over the three year period.
- The proposed budget includes a salary increase of 2.9% for FY2018-19 as compared to the CAI index of 2.5%. This would close the gap between the City and the CAI to approximately 0.8%.

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PERSONNEL EXPENSE

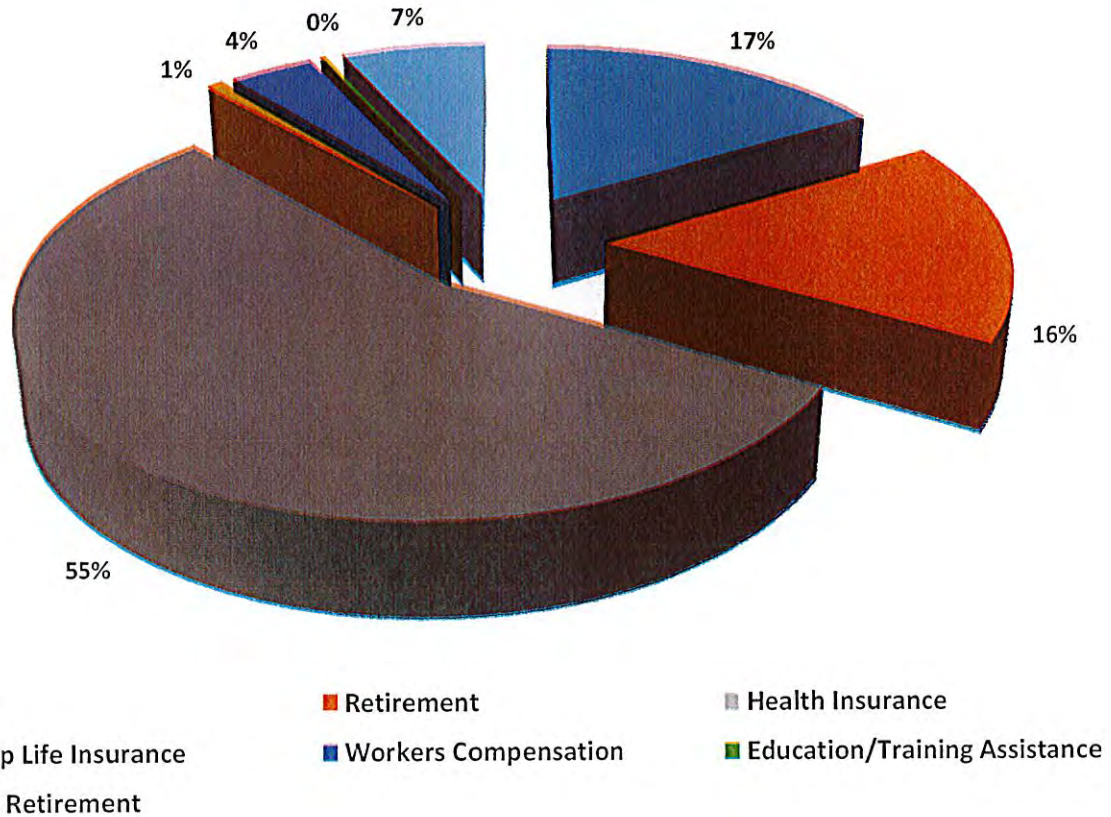
	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
SALARY EXPENSE					
Regular Salaries	\$ 35,258,772	\$ 36,069,432	\$ 810,660	\$ 36,848,613	\$ 779,181
Overtime Salaries	1,456,762	1,540,270	83,508	1,540,270	-
Off-Duty	237,838	295,000	57,162	295,000	-
Allowances	459,540	472,740	13,200	472,740	-
Other Personnel Expenses	92,209	653,015	560,806	653,015	-
Total Salary Expense	\$ 37,505,121	\$ 39,030,457	\$ 1,525,336	\$ 39,809,638	\$ 779,181



■ Regular Salaries ■ Overtime Salaries ■ Off-Duty ■ Allowances ■ Other Personnel Expenses

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND PERSONNEL EXPENSE

	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
BENEFITS EXPENSE					
FICA	\$ 2,703,818	\$ 2,566,717	\$ (137,101)	\$ 2,644,301	\$ 77,584
Retirement	2,732,279	2,521,584	(210,695)	2,610,776	89,192
Health Insurance	8,691,174	8,445,610	(245,564)	8,538,589	92,979
Group Life Insurance	140,398	110,698	(29,700)	112,301	1,603
Workers Compensation	559,512	610,000	50,488	610,000	-
Education/Training Assistance	30,000	33,026	3,026	33,026	-
401K Retirement	903,386	1,026,359	122,973	1,045,983	19,624
Total Benefits Expense	\$ 15,760,567	\$ 15,313,994	\$ (446,573)	\$ 15,594,976	\$ 280,982





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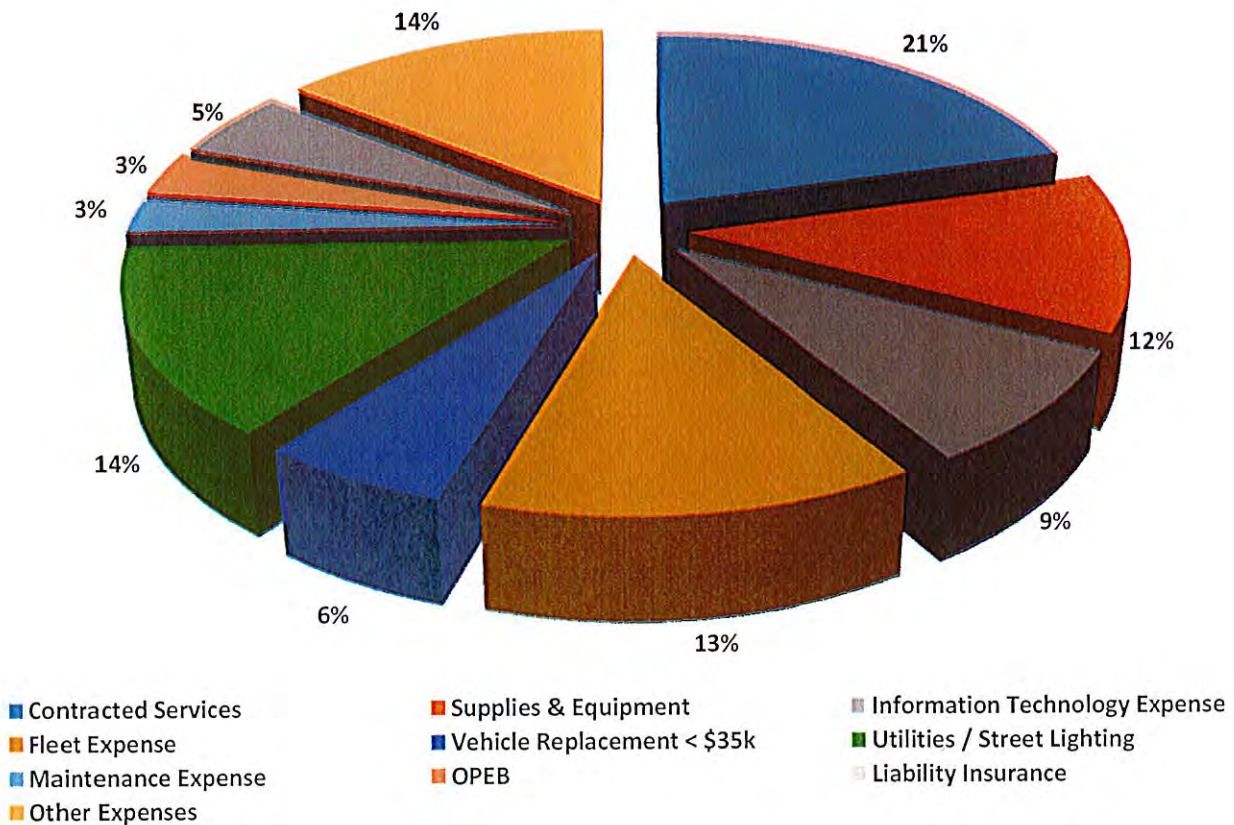
SECTION ELEVEN:

GENERAL FUND EXPENSES

OPERATING EXPENSE

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND OPERATING EXPENSE

	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
Contracted Services	\$ 3,862,652	\$ 3,822,591	\$ (40,061)	\$ 3,881,125	\$ 58,534
Supplies & Equipment	1,946,639	2,145,605	198,966	2,286,062	140,457
Information Technology Expense	1,466,796	1,581,325	114,529	1,634,907	53,582
Fleet Expense	2,349,611	2,451,888	102,277	2,519,926	68,038
Vehicle Replacement < \$35k	1,036,866	1,059,817	22,951	1,063,254	3,437
Utilities / Street Lighting	2,736,154	2,587,014	(149,140)	2,605,094	18,080
Maintenance Expense	454,297	490,300	36,003	498,768	8,468
OPEB	500,000	600,000	100,000	700,000	100,000
Contingency	200,000	100,000	(100,000)	100,000	-
Council Elections	75,000	-	(75,000)	75,000	75,000
Travel & Training	340,621	400,547	59,926	406,630	6,083
Liability Insurance	811,000	950,000	139,000	950,000	-
Uniforms	325,862	359,102	33,240	369,102	10,000
Other Expenses	1,384,943	1,729,764	344,821	1,694,768	(34,996)
Total Operating	\$ 17,490,441	\$ 18,277,953	\$ 787,512	\$ 18,784,636	\$ 506,683



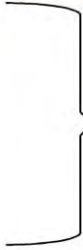
CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND OPERATING EXPENSE


2018-19 OPERATING EXPENSE HIGHLIGHTS

- Includes an additional \$100,000 to maintain the primary entrances into the City and to fund the adopt-a-street program.
- Provides an additional \$100,000 to fund a Jobs Grant program
- Increases funding for other Economic Development initiatives by \$65,000
- Includes an additional \$50,000 in funding to maintain the City's parks & greenways.
- Includes an additional \$115,000 to meet the cost of the City's information technology maintenance contract obligations.
- Increases Other Post-Employment Benefits contribution by \$100,000 each year.
- Includes an additional \$23,000 to fund the Vehicle Replacement fund for the scheduled replacement of vehicles and equipment costing less than \$35k.
- Increases funding to the Fleet Fund by an additional \$125,000.
- Increases funding for City employee training and workforce development by \$20,000.

CITY OF GREENVILLE
 2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND OPERATING EXPENSE

2018-19 OPERATING EXPENSE BREAKDOWN

Discretionary Expense	
- Repairs & Maintenance	
- Supplies & Materials	
- Advertising	
- Dues & Subscriptions	
- Printing	
More Discretion / Influence Over Use	

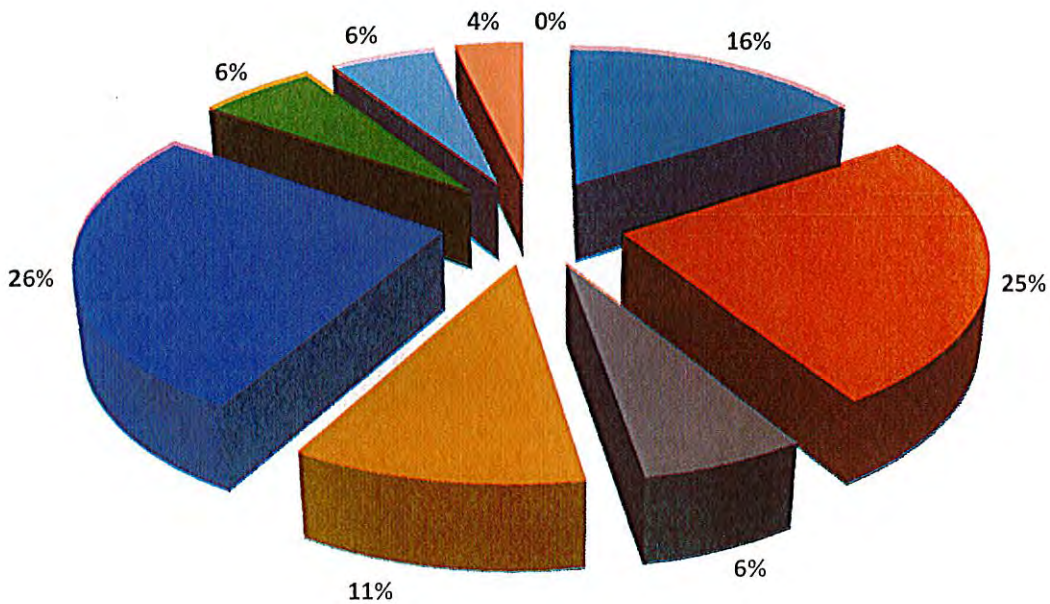
Fixed Cost Expense	
- Utilities & Fuel	
- Computer Hardware / Software	
- Telephone	
- Liability Insurance	
- Fleet & Vehicle Replacement	
Minimal Discretion / Influence Over Use	

Fixed Cost Expense Budget	\$ 9,791,698	53.6%
Discretionary Expense Budget	8,486,256	46.4%
Total Operating Expense Budget	\$ 18,277,954	100.0%

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND OPERATING EXPENSE

2018-19 FIXED COST EXPENSE BUDGET BREAKDOWN

Information Technology	\$	1,581,325
Fleet Expense		2,451,888
Pitt County Tax Collections Contract		610,000
Vehicle Replacement < \$35k		1,059,817
Utilities / Street Lighting		2,587,014
OPEB		600,000
General Liability Insurance		550,000
Property & Casulty Insurance		350,000
Other Expenses		1,654
Total	\$	9,791,698

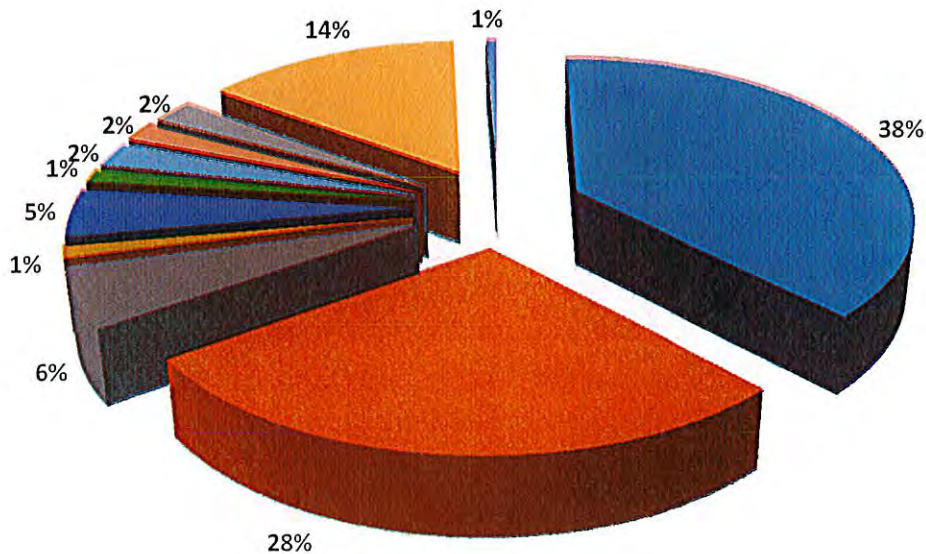


- Information Technology
- Fleet Expense
- Pitt County Tax Collections Contract
- Vehicle Replacement < \$35k
- Utilities / Street Lighting
- OPEB
- General Liability Insurance
- Property & Casulty Insurance
- Other Expenses

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND OPERATING EXPENSE

2018-19 DISCRETIONARY EXPENSE BREAKDOWN

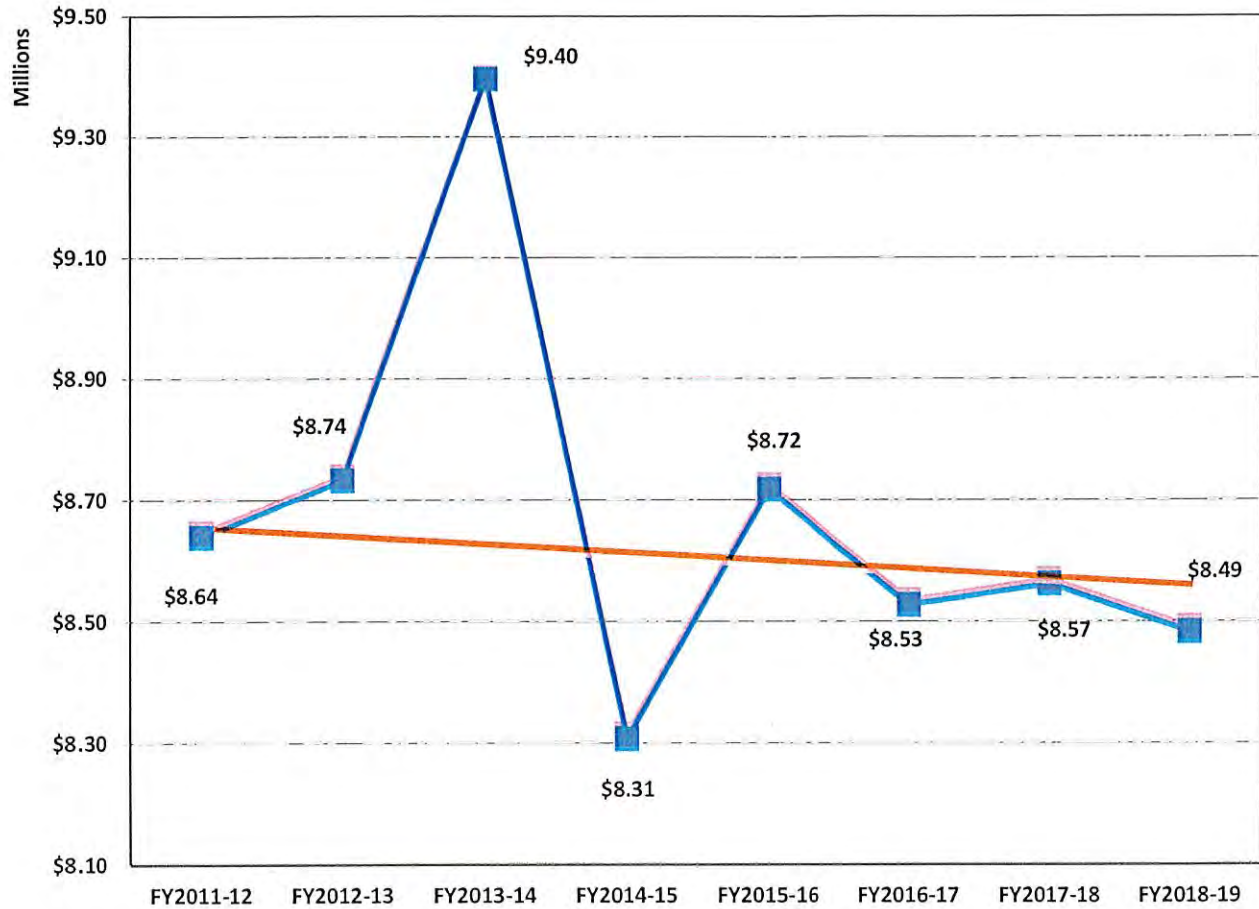
Contracted Services	\$	3,212,591
Supplies & Equipment		2,340,802
Maintenance Expense		490,300
Contingency		100,000
Travel & Training		400,547
Advertising		115,253
Dues & Subscriptions		209,152
Fire / Rescue General Expense		163,905
Grants/Donations		205,100
Other Expense		1,198,606
Property & Casualty		50,000
Total	\$	8,486,256



- Contracted Services
- Supplies & Equipment
- Maintenance Expense
- Contingency
- Travel & Training
- Advertising
- Dues & Subscriptions
- Fire / Rescue General Expense
- Grants/Donations
- Other Expense
- Property & Casualty

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND OPERATING EXPENSE

DISCRETIONARY EXPENSES BY YEAR



Notes

- Reduction in discretionary budget expense from FY2014 to FY2015 is the result of the redirection of funding to the Facility Improvement Fund for deferred maintenance projects.
- Over the past five fiscal years, discretionary expense has averaged approximately \$8.5 million with no significant increase or decrease in funding levels.



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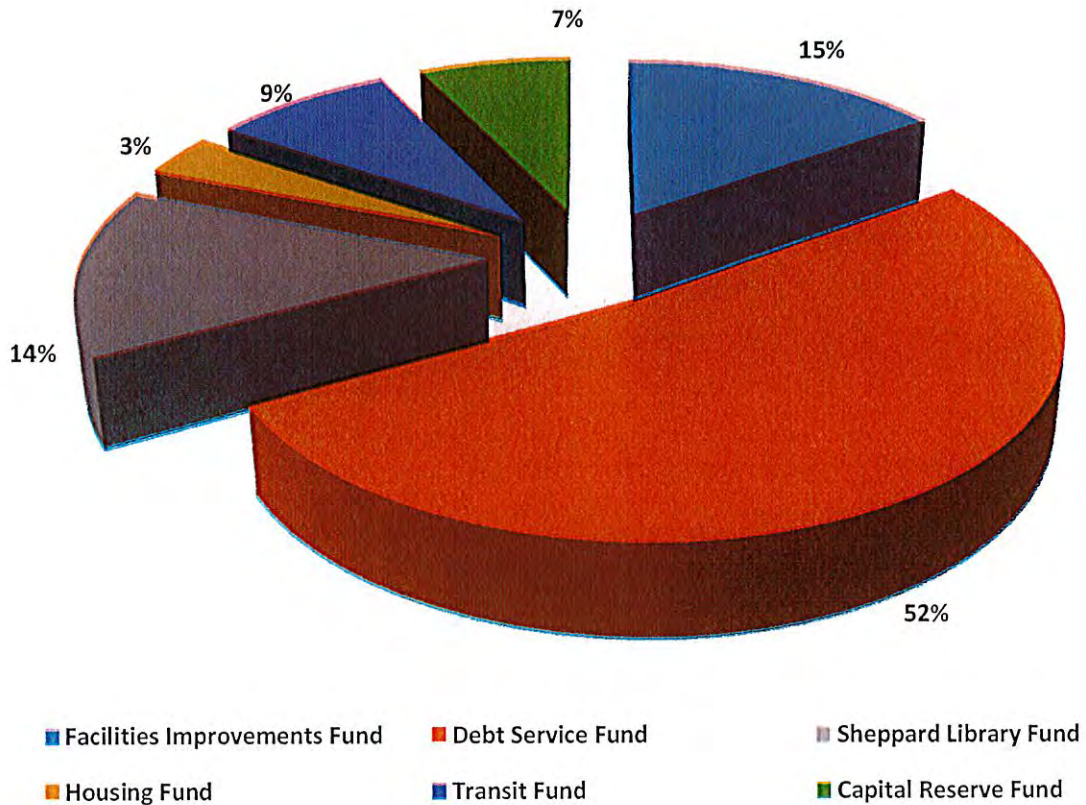
SECTION TWELVE:

GENERAL FUND EXPENSES

OTHER EXPENSE CATEGORIES

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND TRANSFERS

	FY2017-18	FY2018-19		FY2019-20	
	Budget	Budget	Change	Plan	Change
To Facilities Improvements Fund	\$ 1,542,000	\$ 1,400,000	\$ (142,000)	\$ 1,400,000	\$ -
To Debt Service Fund	4,737,002	4,737,002	-	4,737,002	-
To Sheppard Library Fund	1,232,969	1,269,958	36,989	1,308,057	38,099
To Housing Fund	300,806	309,830	9,024	319,125	9,295
To Transit Fund	603,781	771,894	168,113	790,551	18,657
To Capital Reserve Fund	-	650,000	650,000	300,000	(350,000)
Total Transfers	\$ 8,416,558	\$ 9,138,684	\$ 722,126	\$ 8,854,735	\$ (283,949)

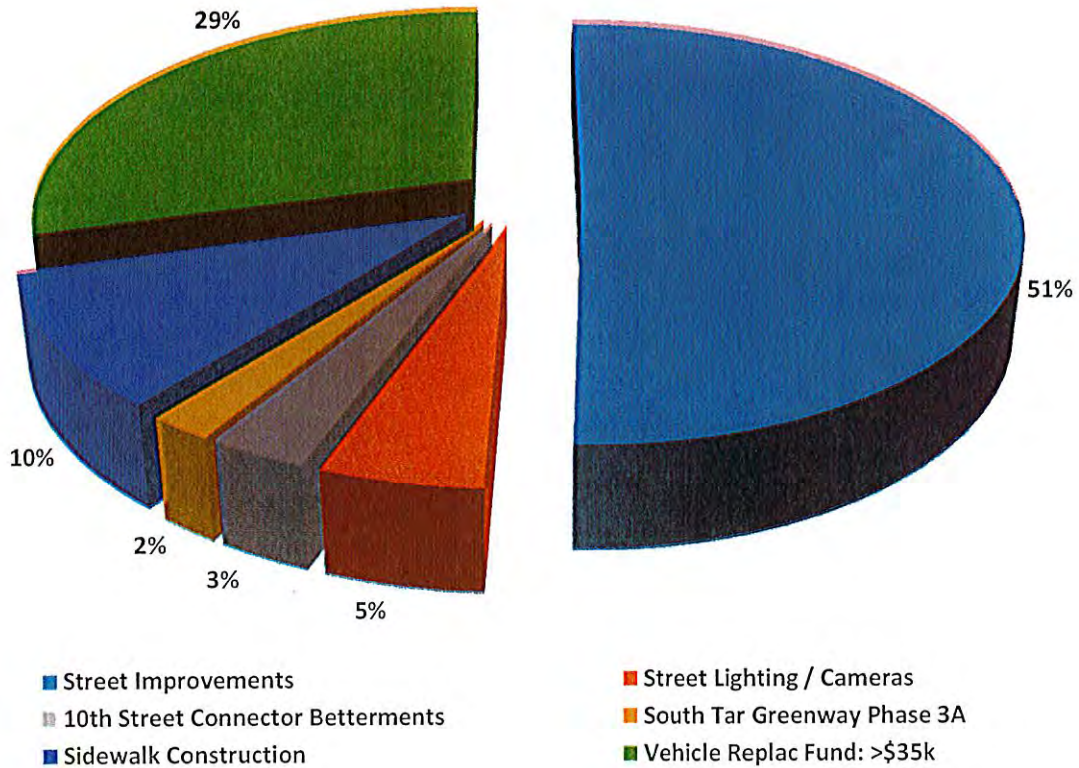


Transfers to Capital Reserve Include the Following:

- \$300,000 for Commercial / Industrial Site Development
- \$350,000 for Future NCDOT Projects

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND CAPITAL IMPROVEMENTS

	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
Street Improvements	\$ 2,200,000	\$ 2,500,000	\$ 300,000	\$ 2,500,000	\$ -
Street Lighting / Cameras	200,000	250,000	50,000	250,000	-
10th Street Connector Betterments	-	150,000	150,000	-	(150,000)
South Tar Greenway Phase 3A	-	100,000	100,000	-	(100,000)
Sidewalk Construction	-	503,000	503,000	-	(503,000)
Town Common Renovation	461,033	-	(461,033)	-	-
Westside Park Development	172,000	-	(172,000)	-	-
Tar River Legacy Plan	180,000	-	(180,000)	-	-
Mast Arm Pole Replacements	50,000	-	(50,000)	-	-
Traffic Calming & Progression	58,185	-	(58,185)	-	-
IT Infrastructure	61,967	-	(61,967)	-	-
Vehicle Replac Fund: >\$35k	859,844	1,433,321	573,477	1,797,902	364,581
Other Miscellaneous Capital	57,602	-	(57,602)	-	-
Total Capital Improvements	\$ 4,300,631	\$ 4,936,321	\$ 635,690	\$ 4,547,902	\$ (388,419)



CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND OTHER EXPENSE CATEGORIES

STREET IMPROVEMENT FUNDING BY FISCAL YEAR

FY2014-15	\$	2,650,000
FY201-16		1,000,000
FY2016-17		1,700,000
FY2017-18		2,200,000
FY2018-19		2,500,000
FY2019-20		2,500,000
2015 G.O. Bond		10,000,000
Total	\$	<u>22,550,000</u>

STREET LIGHT & CAMERA FUNDING BY FISCAL YEAR

FY2016-17		250,000
FY2017-18		200,000
FY2018-19		250,000
FY2019-20		250,000
Excess Fund Balance		750,000
Total	\$	<u>1,700,000</u>



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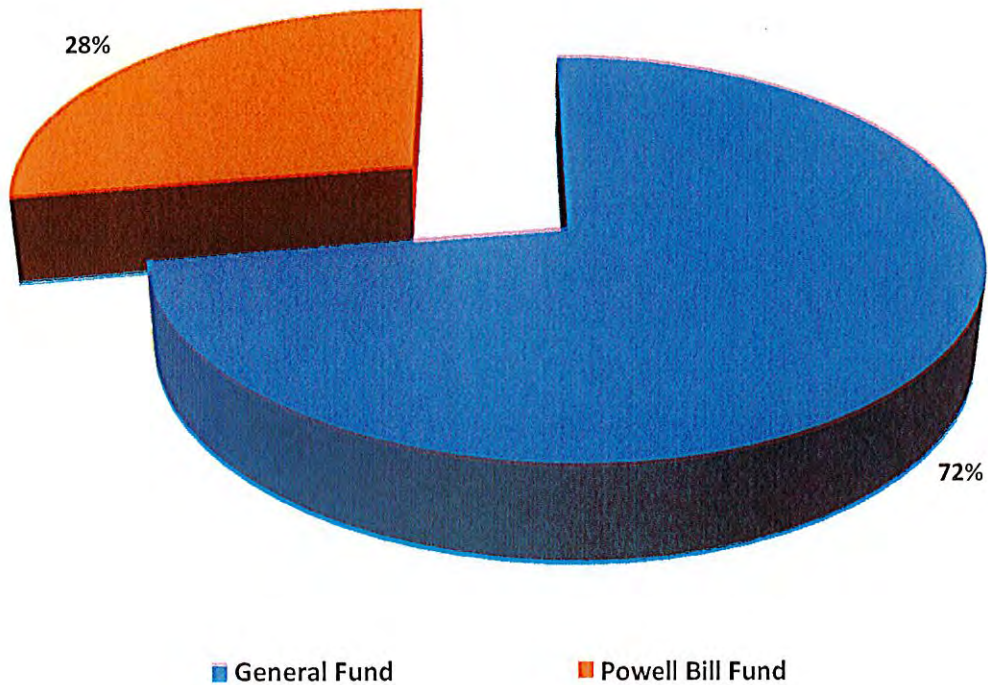
SECTION THIRTEEN:

GENERAL FUND

FUND BALANCE APPROPRIATED

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
FUND BALANCE APPROPRIATED

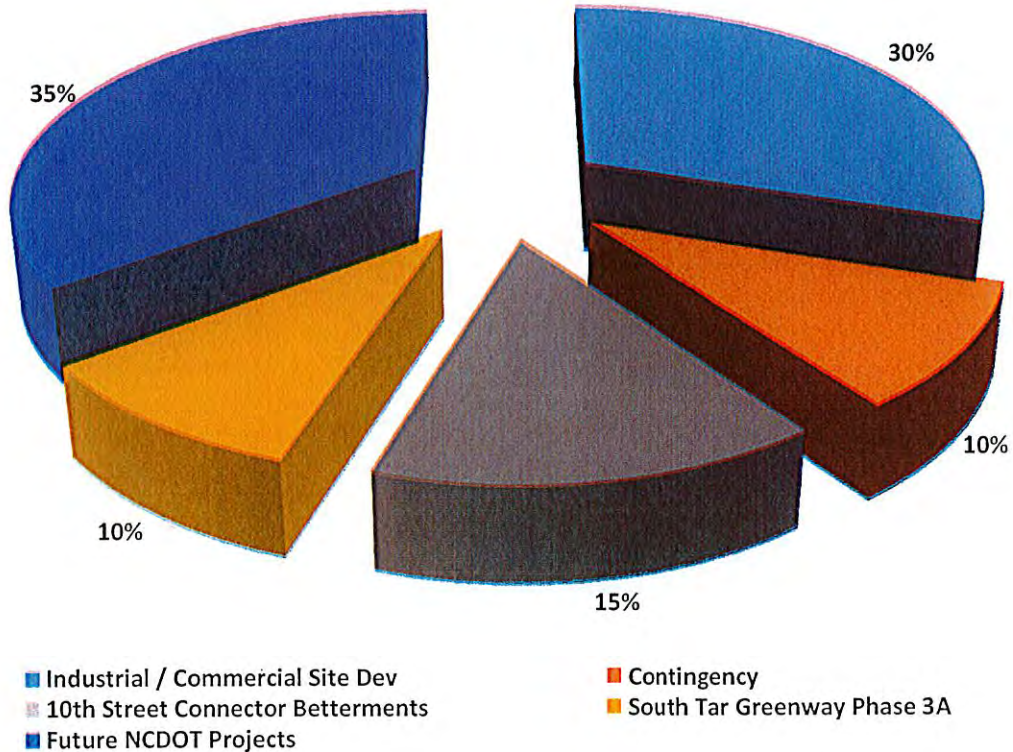
	FY2017-18 Budget	FY2018-19 Budget	Change	FY2019-20 Plan	Change
General Fund	\$ 465,766	\$ 1,000,000	\$ 534,234	\$ 650,000	\$ (350,000)
Powell Bill Fund	712,578	379,935	(332,643)	379,935	-
Total Fund Balance Appropriated	\$ 1,178,344	\$ 1,379,935	\$ 201,591	\$ 1,029,935	\$ (350,000)



General Fund Balance Appropriated is Reflective of Projected Excess Fund Balance

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
GENERAL FUND BALANCE APPROPRIATED

	FY2017-18	FY2018-19		FY2019-20	
	Budget	Budget	Change	Plan	Change
Industrial / Commercial Site Dev	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ (300,000)
Contingency	-	100,000	100,000	-	(100,000)
10th Street Connector Betterments	-	150,000	150,000	-	(150,000)
South Tar Greenway Phase 3A	-	100,000	100,000	-	(100,000)
Future NCDOT Projects	-	350,000	350,000	-	(350,000)
OPEB	-	-	-	100,000	100,000
Other Operating Programs	465,766	-	(465,766)	150,000	150,000
Total Fund Balance Appropriated	\$ 465,766	\$ 1,000,000	\$ 534,234	\$ 250,000	\$ (750,000)



General Fund Balance Appropriated is Reflective of Projected Excess Fund Balance

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
FUND BALANCE APPROPRIATION

CITY FUNDING FOR FUTURE NCDOT PROJECTS

	Required City Funding	Funding Currently Appropriated	Proposed Increase in Appropriation	Adjusted Funding Appropriated	Remaining Unfunded
Firetower- NC43 to 14th	\$ 187,480	\$ 187,480	\$ -	\$ 187,480	\$ -
Firetower- 14th to NC33	681,160	244,389	350,000	594,389	86,771
Street Signal Conversion	912,000	912,000	-	912,000	-
Evans Street Widening	525,000	-	-	-	525,000
14th Street Widening	270,122	-	-	-	270,122
Allen Road	938,045	-	-	-	938,045
Total	\$ 3,513,807	\$ 1,343,869	\$ 350,000	\$ 1,693,869	\$ 1,819,938

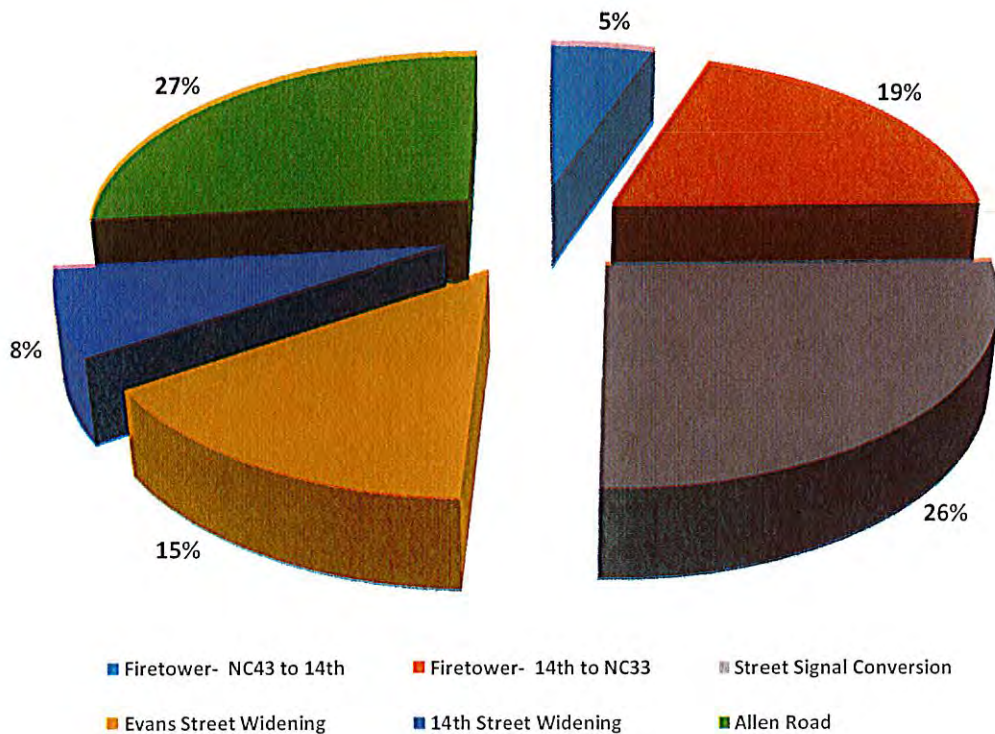
Percentage of Required Funding

38.2%

10.0%

48.2%

51.8%



CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 FINANCIAL PLAN
FUND BALANCE APPROPRIATION

- The following are the General Fund Balance Appropriations for Fiscal Year 2018-19:

Item	Amount
Industrial / Commercial Site Dev	\$ 300,000
Contingency	100,000
10th Street Connector Betterments	150,000
South Tar Greenway Phase 3A	100,000
Future NCDOT Projects	350,000
Total	<u><u>\$ 1,000,000</u></u>

- The items to be funded are one-time initiatives that do not create future year re-occurring expenses.
- The Fund Balance being appropriated is PROJECTED excess Fund Balance.
- ACTUAL excess Fund Balance may be higher or lower than that PROJECTED.
- In the case that ACTUAL excess Fund Balance is lower than PROJECTED, the following is the funding priority ranking (1=highest, 5=lowest) for each item:

Item	Priority
Industrial / Commercial Site Dev	1
10th Street Connector Betterments	2
Contingency	3
South Tar Greenway Phase 3A	4
Future NCDOT Projects	5



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SECTION FOURTEEN:

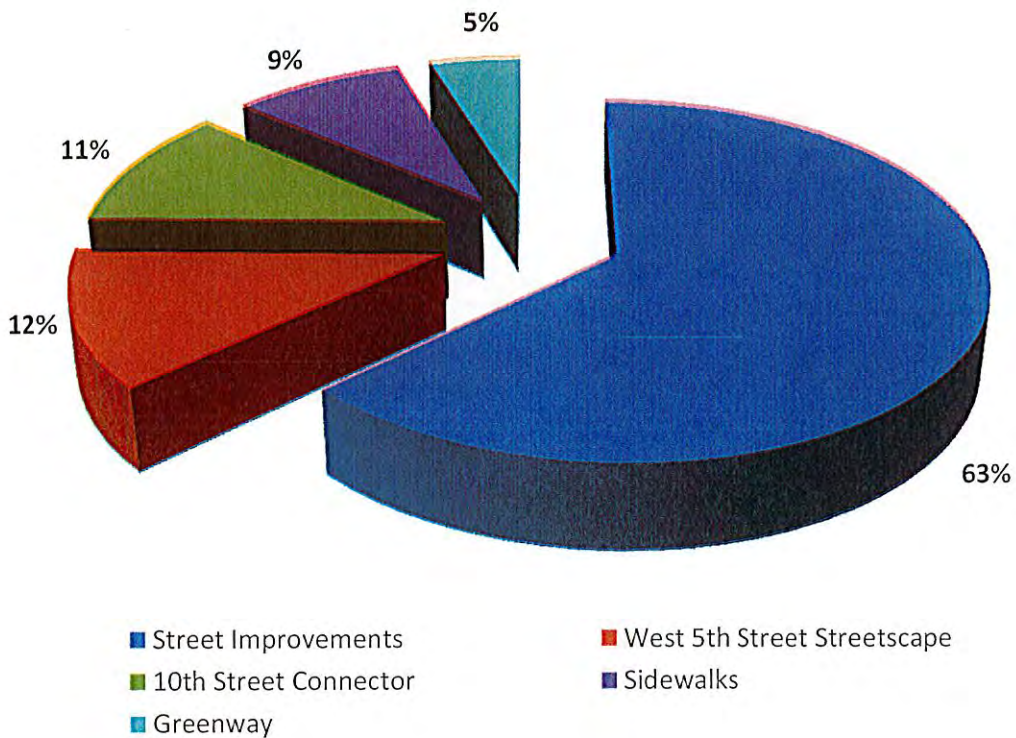
**2015 STREET & PEDESTRIAN
TRANSPORTATION BOND**

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 BUDGET PLAN
2015 STREET & PEDESTRIAN TRANSPORTATION BOND

TRANSPORTATION BOND PROJECTS

- In November of 2015 the citizens of Greenville approved a \$15.85 million G.O. bond to fund various street and pedestrian transportation improvement projects.
- The following is an allocation of the funding by projects:

Project	Amount
Street Improvements	\$ 10,000,000
West 5th Street Streetscape	1,950,000
10th Street Connector	1,750,000
Sidewalks	1,400,000
Greenway	750,000
Total	<u><u>\$ 15,850,000</u></u>



CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 BUDGET PLAN
2015 STREET & PEDESTRIAN TRANSPORTATION BOND

ISSUANCE OF G.O. BOND DEBT

- The City will issue the G.O. debt to complete the projects included in the Transportation Bond in two phases.
- Approximately \$8.5 million in debt was issued in December 2016 to fund Phase One projects:
- G.O. debt related to Phase Two is projected to be issued in November 2018.
- The following is a breakdown:

Project	Phase One	Phase Two	Total
	December 2016	November 2018	
Street Improvements	\$ 6,801,156	\$ 3,198,844	\$ 10,000,000
West 5th Street Streetscape	-	1,950,000	1,950,000
10th Street Connector	1,750,000	-	1,750,000
Sidewalks	-	1,400,000	1,400,000
Greenway	-	750,000	750,000
Total	\$ 8,551,156	\$ 7,298,844	\$ 15,850,000

PHASE ONE SPENDING TO DATE

- The following is a summary of the dollars spent to date on the projects in Phase One:

Project	Phase One	Amount	Balance
	December 2016	Spent to Date	
Street Improvements	\$ 6,801,156	\$ 5,188,215	\$ 1,612,941
10th Street Connector	1,750,000	1,500,000	250,000
Sidewalks	\$ 8,551,156	\$ 6,688,215	\$ 1,862,941

- The street improvement dollars spent to date represent the following 28 lane miles:

Road	To / From
West Arlington Blvd	Beasley / Hooker
East Arlington Blvd	Red Banks / Fire Tower
Red Banks Road	Greenville / East Arlington
Elm Street	14th / Willow
1st Street	Summit / Warren
Hooker Road	Greenville / Hourseshoe & Greenbrier / West Arlington
Oxford Road	10th / York

CITY OF GREENVILLE
2018-19 PROPOSED BUDGET & 2019-20 BUDGET PLAN
2015 STREET & PEDESTRIAN TRANSPORTATION BOND

REMAINING STREET IMPROVEMENTS

- The Street Improvement funding remaining in Phase One and the funding budgeted for Phase Two will be used to complete the following projects:

Road	To / From	Estimate
West Arlington Boulevard	Greenville / Hooker	In Design
East Arlington Boulevard	Greenville / Red Banks	\$ 3,250,000
East 5th Street	Holly / 10th Street	1,250,000
Hooker Road	Greenbrier / Horseshoe	125,000
Red Banks Road	East Arlington / Charles	175,000
Total		<u>\$ 4,800,000</u>