



# Agenda

## Greenville City Council

April 5, 2010  
6:00 PM  
City Council Chambers  
200 West Fifth Street

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

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**I. Call Meeting To Order**

**II. Invocation - Council Member Glover**

**III. Pledge of Allegiance**

**IV. Roll Call**

**V. Approval of Agenda**

**VI. Consent Agenda**

1. Minutes of the February 22, March 1, March 4, and March 22, 2010 City Council meetings
2. Agreements with East Carolina University to provide funding for construction of an elevator and fire escape at the Lessie Bass Building located at 1100 Ward Street
3. Contract award to install a dedicated heating, ventilation, and air-conditioning system for the City Hall computer server room
4. Renewal of Microsoft Enterprise Agreement
5. Resolution authorizing the disposition of one surplus 1999 Ford Crown Victoria to the Town of Fountain
6. Budget ordinance amendment #7 to the 2009-2010 City of Greenville General Fund and ordinances establishing Special Revenue Funds for the Arlington Boulevard Turn Lane Improvements Project, Arlington Boulevard Sidewalk Construction Project, and Charles Boulevard Sidewalk Construction Project

7. Various tax refunds
8. Report on bids awarded

**VII. New Business**

9. Presentations by Boards and Commissions
  - a. Affordable Housing Loan Committee
  - b. Youth Council
10. Fire department rating system
11. Funding request from Redevelopment Commission to purchase property for a science museum and education center
12. Dickinson Avenue Corridor Pilot Grant Program
13. Contract award for auditing services
14. Resolution accepting dedication of rights-of-way and easements for Allen Ridge, Revision of Section 1
15. Ordinance amending Section 12-1-18 of the Greenville City Code relating to obstruction of sidewalks
16. Ordinance amending Chapter 1 of Title 1 of the Greenville City Code which states the appeal process for civil citations unless an appeal process is otherwise specified
17. Legislative Initiatives for the 2010 Session of the North Carolina General Assembly
18. Preview of the City's proposed operating budget for fiscal year 2010-2011 and financial plan for fiscal year 2011-2012

**VIII. Review of April 8, 2010 City Council agenda**

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

**X. City Manager's Report**

**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, said law rendering the information as privileged or confidential being the Open Meetings Law

- To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee

## **XII. Adjournment**



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

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**Title of Item:** Minutes of the February 22, March 1, March 4, and March 22, 2010 City Council meetings

**Explanation:** Drafts of the February 22, March 1, March 4, and March 22, 2010 City Council meeting minutes have been prepared and are ready for City Council consideration.

**Fiscal Note:** No direct cost.

**Recommendation:** Approval of the February 22, March 1, March 4, and March 22, 2010 City Council meeting minutes.

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

**Attachments / click to download**

- [February 22 2010 City Council Minutes 858148](#)
- [March 1 2010 City Council Minutes 858371](#)
- [MINUTES PROPOSED FOR ADOPTION BY CITY COUNCIL 859945](#)
- [March 22 2010 City Council Minutes 861323](#)

## MINUTES PROPOSED FOR ADOPTION BY CITY COUNCIL

Greenville, NC  
February 22, 2010

The Greenville City Council met in a regular meeting on the above date at 6:00 PM in Room 337 of City Hall, with Mayor Patricia C. Dunn presiding. The meeting was called to order, followed by the invocation by Council Member Joyner and the pledge of allegiance to the flag. The following were present.

Mayor Patricia C. Dunn  
Mayor Pro-Tem Bryant Kittrell  
Council Member Marion Blackburn  
Council Member Rose H. Glover  
Council Member Max R. Joyner, Jr.  
Council Member Calvin Mercer  
Council Member Kandie Smith  
Wayne Bowers, City Manager  
Wanda T. Elks, City Clerk  
David A. Holec, City Attorney

### APPROVAL OF AGENDA

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

### CONTINUATION OF 2010-2011 GOALS SETTING PROCESS

Facilitator Tim Ware explained that this is a continuation of the 2010-2011 goals setting process started at the January 29, 2010 meeting, where the Council voted to continue Goal #8—Enhance Diversity—to this meeting.

Council Member Glover stated that the Council needs to shift gears and be more involved in diversity, as the Council will be making decisions about it. Inclusiveness needs to be a priority. She referenced three booklets from the National League of Cities and distributed them to the Council Members. She stated that the Council doesn't need to rely just on the Human Relations Council; it needs to be more involved since it is the group making policy.

Council Member Smith expressed how people from across the City don't feel that the City is inclusive, and that is something that needs to be worked on. She wants to see change and make sure they are working together. There has been some improvement, but they need to continue to work on that. Also, the citizens north of the river have the perception that they are not treated like the rest of the citizens.

Discussion occurred about diversity.

The items asked to be added to the goals and objectives established on January 29, 2010 included:

- Under Goal #2--Promote/Strengthen Economic Development Opportunities, Objective C, change “Work with others as the hub for servicing eco-tourism in Eastern North Carolina” to “Develop strategies to make Greenville a gateway city for the emerging ecotourism industry from I-95 to the coast”.
- Under Goal #2—Promote/ Strengthen Economic Development Opportunities, add two objectives—“Promote a green economy” and Explore additional ways to use our river”.
- Under Goal #3--Promote Sustainability and Livability of Both Old and New Neighborhoods, add an objective, “Consider a rental advisory board (may be Neighborhood Advisory Board); Include renters in Neighborhood Advisory Board”).
- To elevate Goal #8—“Enhance Diversity” to Goal #5-“Enhance Diversity and Promote Inclusiveness”, with the addition of “and Promote Inclusiveness” at the end of “Enhance Diversity”.
- Under new Goal #5—Enhance Diversity and Promote Inclusiveness, keep Objective A (Enhance Relations).
- Under new Goal #5—Enhance Diversity and Promote Inclusiveness, change Objective B from “Promote inclusive community” to “Promote inclusive communities”.
- Under new Goal #5—Enhance Diversity and Promote Inclusiveness, change Objective C from “ Increase the awareness of the wide range of diversity in the city/our community and the contributions to our city” to Increase the awareness of the wide range of diversity in the city/our community and the participation and contributions to our city”
- Under new Goal #5—Enhance Diversity and Promote Inclusiveness, add new objectives— “Report on affirmative action efforts from City departments”, “Hold a citywide town hall meeting”, “Hold another inclusive event (not breakfast) with all facets, “Promote items in inclusive community booklets”, “Have dollar days at the GAFC and other Recreation and Parks facilities”, “Explore free ride days to facilities”, and “Take stakeholders on a bus tour of recreation and parks facilities”.
- Move the previous Goal #5 to #6--Keep Planning Ahead of Anticipated Growth.
- Move the previous Goal #6 to #7--Enhance Cultural and Recreational Opportunities.
- Under Goal #7--Enhance Cultural and Recreational Opportunities, change Action Item #6 under Objective A from “Renovate playground, install walking trail, and provide parking control at Greenfield Terrace Park” to “Meet with north of the river area residents as part of the process for the development of a master plan for Greenfield Terrace Park”.

- Move the previous Goal #7 to #8—Enhance Understanding and Increase Broader Citizen Participation in City Government.
- Under Goal #8--Enhance Understanding and Increase Broader Citizen Participation in City Government, add an objective to read, “Increase awareness of animal cruelty”.

### ALTERNATIVE METHODS TO FUND COMPLETION OF UNACCEPTED PUBLIC STREETS

Engineer Tim Corley explained that over the years, some public streets intended to be accepted for City maintenance were not satisfactorily completed. Thus the streets were never accepted. Many of the streets are in need of repairs. Residents often call regarding the problems with the road. Currently, adjacent property owners are responsible for any maintenance. Mr. Corley reviewed the surety/street acceptance process and discussed special assessments that can be made in accordance with the City Charter, which allows special assessments to properties adjacent to public rights-of-way. He explained the difference in special assessments using the cost/lot option and the linear foot option. Problems sometimes arise with special assessments on corner lots and when there is a single owner of multiple properties. Mr. Corley informed the Council that possible actions are: (1) do nothing and the adjacent property owners be responsible for maintenance, (2) accept streets as-is and the City perform all the necessary repairs, and (3) have special assessments where the City accepts the streets and funds the repairs with special assessments. Staff also asked for guidance on how residents of the street would be charged, whether it would be a full or partial funding through a special assessment. The unaccepted streets currently include Allen Ridge Drive, Ashley Place, Bostic Drive, Brighton Park Drive, Burns Drive, Chestnut Ridge Court, Egan Court, Ellery Drive, Emerald Drive, Jade Lane, Lendire Way, Melrose Drive, Oak Ridge Court, Park West Drive, Parkway Court, Rhinestone Drive, Rockport Drive, South Square Drive, University Suites Drive, Westridge Court, and Whitley Drive.

Discussion occurred about asking property owners to pay for streets that should have been taken care of in the beginning. Council was informed that if Council approves option two, which is to accept streets as-is and the City perform all the necessary repairs, they would be in the regular rotation with street lights, street maintenance, etc.

Motion was made by Council Member Kittrell and seconded by Council Member Blackburn to incorporate the City’s acceptance of streets for Allen Ridge Drive, Ashley Place, Bostic Drive, Brighton Park Drive, Burns Drive, Chestnut Ridge Court, Egan Court, Ellery Drive, Emerald Drive, Jade Lane, Lendire Way, Melrose Drive, Oak Ridge Court, Park West Drive, Parkway Court, Rhinestone Drive, Rockport Drive, South Square Drive, University Suites Drive, Westridge Court, and Whitley Drive with the caveat that staff go back to all developers and try to persuade them to get them up to standards. Motion carried unanimously.

City Attorney Holec stated that the resolution for acceptance of the streets would be prepared for consideration by City Council at the April meeting.

Staff was asked to do the following:

- Get with developers to see if they will get streets up to par
- Provide a report on streets without proper lighting

POLICE DEPARTMENT UPDATE ON CRIME

Chief of Police William Anderson provided the following information from the UCR Crime Report to the City Council.



**UCR Crime Report**

	<u>2008</u>	<u>2009</u>	<u>% Change</u>
Murder	6	8	33%
Rape	13	16	23%
Robbery	243	219	-10%
Agg. Assault	370	370	N/C
Auto Theft	264	164	-38%
Larceny	3293	3149	-5%
Burglary	1538	1794	17%
<b>Total Part I</b>	<b>5,727</b>	<b>5,720</b>	<b>&lt;1%</b>

*Please note the 2009 figures are not yet verified by the North Carolina State Bureau of Investigation and are subject to change upon final validation .*

In 2009, robberies decreased 10%, property increased 17%, and the total crime index changed less than one percent. Arrests over the last three years have been as follows:

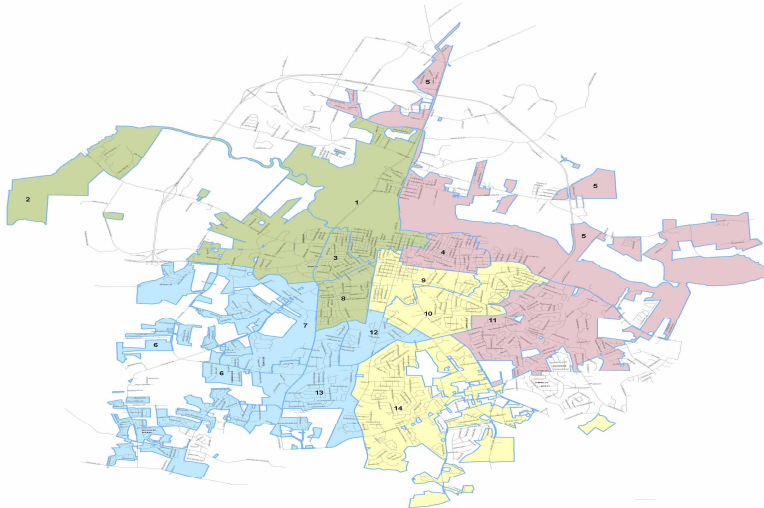


**Arrest**

	<u>2009</u>	<u>2008</u>	<u>2007</u>
<b>Total Arrests</b>	<b>4,870</b>	<b>4,724</b>	<b>4,556</b>
<b>Robbery Arrests</b>	<b>92</b>	<b>90</b>	<b>86</b>
<b>Drug Arrests</b>	<b>544</b>	<b>566</b>	<b>625</b>

In 2009, there were 60,771 calls for service; in 2008, 62,209; and in 2007, 64,323. There were 3,430 false alarms in 2008 and 2,946 in 2009, and it is felt that the false alarm ordinance has contributed to the decrease. A map of the areas of the City was shown, with green being Area A, pink being Area B, yellow being Area C, and blue being Area D.





The crimes for each of the areas was provided to Council.



<b>Area A</b>	<b>2008</b>	<b>2009</b>	<b>% change</b>
Aggravated Assaults	123	108	-13%
Armed Robbery	44	38	-14%
Auto Larceny	69	50	-28%
Breaking/Entering	355	318	-11%
Homicide	3	4	+34%
Larceny from Vehicle	190	173	-9%
Strong Arm Robbery	39	30	-23%
<b>Total Part I: (Includes larcenies)</b>	<b>1,169</b>	<b>1,061</b>	<b>-10%</b>



<b>Area B</b>	<b>2008</b>	<b>2009</b>	<b>% change</b>
Aggravated Assaults	111	55	-51%
Armed Robbery	25	24	-4%
Auto Larceny	63	35	-45%
Breaking/Entering	429	400	-7%
Homicide	1	0	-100%
Larceny from Vehicle	335	291	-14%
Strong Arm Robbery	14	13	-8%
<b>Total Part I: (Includes larcenies)</b>	<b>1,224</b>	<b>1,190</b>	<b>-3%</b>



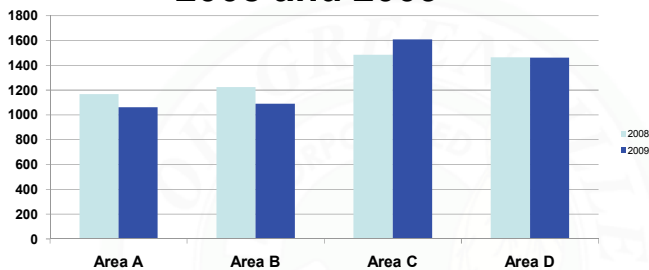
<b>Area C</b>	<b>2008</b>	<b>2009</b>	<b>%age Change</b>
Aggravated Assaults	44	52	+19%
Armed Robbery	43	24	-45%
Auto Larceny	72	45	-38%
Breaking/Entering	367	551	+51%
Homicide	1	2	+100%
Larceny from Vehicle	575	671	+17%
Strong Arm Robbery	11	15	+18%
<b>Total Part I: (Includes larcenies)</b>	<b>1,485</b>	<b>1,609</b>	<b>+9%</b>



<b>Area D</b>	<b>2008</b>	<b>2009</b>	<b>%age Change</b>
Aggravated Assaults	47	55	+17%
Armed Robbery	42	42	N/C
Auto Larceny	50	27	-46%
Breaking/Entering	311	376	+21%
Homicide	1	2	+100%
Larceny from Vehicle	326	343	+6%
Strong Arm Robbery	15	15	N/C
<b>Total Part I: (Includes larcenies)</b>	<b>1,463</b>	<b>1,461</b>	<b>-1%</b>



### Total Crimes by Area 2008 and 2009





### Property Crimes By Area 2008 and 2009

	2008	2009	% Change
Area A	970	853	-12%
Area B	1120	1065	-5%
Area C	1382	1518	+10%
Area D	1358	1347	-1%



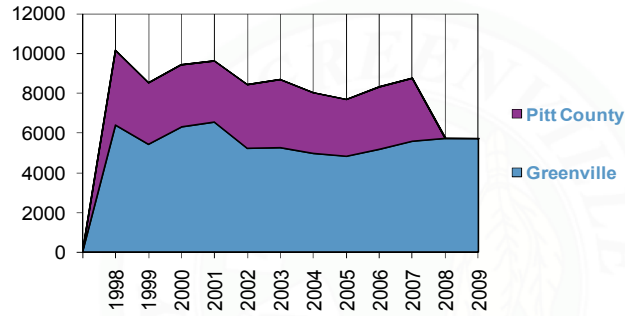
### Violent Crimes By Area 2008 and 2009

	2008	2009	% Change
Area A	209	180	-14%
Area B	151	92	-39%
Area C	99	93	-6%
Area D	105	114	+9%

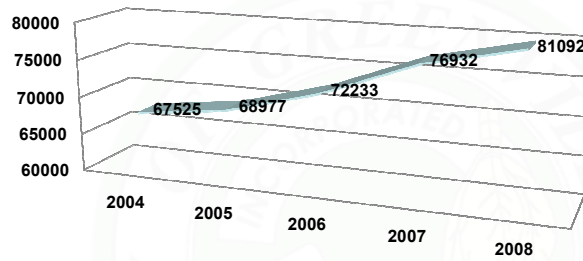


### Crime 2007-2009

- 2007                    8% Increase
  - 2008                    3% Increase
  - 2009                    -<1%
- Crime has steadily decreased over the past 3 years.**



### City of Greenville Population



### POPULATION vs. CRIMES

Year	Population	Crimes
• 2004	67525	4970
• 2005	68977	4830
• 2006	72233	5177
• 2007	76932	5591
• 2008	79629	5727
• 2009	81092	5720

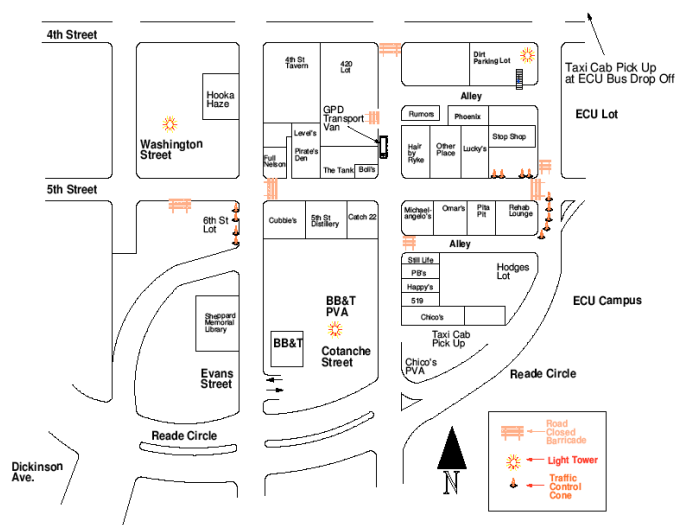
2004 to 2008, the city's population increased some 12,104 persons or by 18%

2004 to 2008, the city's incidence of reported crime per 100 persons dropped from 7.36 to 7.20 or -2.15%

Chief Anderson informed the Council that there have been 425 gang members validated and 151 members arrested in 2009. Two or more identifiers have to be present to be classified as a gang member.

Chief Anderson then presented information on code enforcement. He stated that in 2009, there were 3,519 new cases initiated with total inspections for all violations. Also, \$113,837.56 was billed for emergency board up, trash/debris removal, or asbestos inspections. There was \$25,550 in fines for civil citation violations. Forty-one properties were demolished. There were 262 junk vehicle cases and 179 minimum housing complaints investigated. There were 73 abandoned structure cases and 1,288 public nuisance cases, not including weeded lots. There were 390 six-month safety reviews conducted, 16 investigations of three or more unrelated persons, 204 cases involving the proper numbering of structures, 180 complaints of parking on unimproved surfaces, and 927 cases for overgrown/weeded lots.

Chief Anderson stated that downtown police deployment includes 20 to 25 officers Thursday through Saturday, with additional officers Sunday through Tuesday. Other agencies involved include ECU, NCSHP, ALE, ABC, Pitt County and Greenville Fire/Rescue. Methods used to deter crime downtown have included cameras; increased lighting; high visibility of law enforcement; meetings with bar/club/business owners, uptown lighting committee, and a downtown traffic diversion plan. The downtown diversion plan redirects the flow of traffic downtown during nightlife activities, removes the threat of weapons in vehicles from the core area, and increases enforcement efforts.



Chief Anderson concluded by stating that the highlights of 2009 included:

- Eight murders occurred in 2009, including the June 30th double murder outside a downtown Greenville nightclub. All eight have been cleared by arrest.
- Operation Inconvenience: An operation initiated by the Greenville Police Gang Unit led to the closing of 4 convenient stores in west Greenville.
- In October 2009, the Greenville Police Department, Pitt County District Attorney's Office, and US DEA announced the culmination of Project Coronado, a nationwide investigation into the Mexican drug cartel "La Familia."

- In July 2009, Greenville Police Property Crimes Unit detectives charged Travis Montrice Payton with over 124 charges relating to 61 incidents of breaking into vehicles that occurred at various locations throughout Greenville between January and July 2009.
- In August 2009, Greenville Police Property Crimes Unit detectives charged Willie James Lloyd with charges relating to over 50 residential burglaries in various neighborhoods throughout Greenville. Lloyd is currently in the Pitt County Detention Center awaiting trial.
- In January 2009, Greenville Police Property Crimes Unit detectives charged Eric Deshawn Little with over 20 charges relating to 13 residential and commercial burglaries occurring along the Greenville Boulevard corridor.
- During 2009 the Greenville Police Special Investigations Unit, Greenville Drug Task Force, and Raleigh HIDTA DEA Task Force seized a cumulative 102 kilograms of powder cocaine valued over \$482,000, and quantities of crack cocaine, heroin, mushrooms, LSD, and other narcotics in or destined for Greenville and Pitt County.
- During 2009, 11 individuals charged by the Greenville Police Special Investigations Unit and Greenville Drug Task Force received federal prison sentences ranging from 8 years to 30 years.
- During 2009 the Career Criminal Investigator assigned to the Gang Unit traced 266 of the 284 firearms seized by the Greenville Police Department. Twelve firearms cases were presented to the U.S. Attorney for consideration for prosecution.
- Crime Summit held September 23, 2009
- 800 MHZ Radio System establishes Interoperability County-Wide
- New World System CAD/RMS System Implemented June 2009
- Citizens on Patrol Volunteer Program Established
- \$3 Million in Grants and Stimulus Funds
- Greenville Police Department receives re-accreditation from CALEA for the 5<sup>th</sup> time

Staff was asked to provide the following information.

- Crime per capita instead of raw numbers. (The Chief will do this after the numbers come out in April.)
- Information on which business has the most false alarms. (The Chief will add this to the monthly reports.)
- Figures in Code Enforcement of violations billed and how much received
- Procedure for trying to recoup funds for Code Enforcement fees
- Printed copy of the power point presentation (used by the Chief)

#### CRIME-FREE RENTAL HOUSING PROGRAM

City Manager Wayne Bowers stated that on November 9, 2009, Kathy Harrington made a presentation to the City Council on the crime-free rental housing program. Staff has asked to investigate and has been unable to find any North Carolina Cities with the program, even though there are some in the country.

Council Member Blackburn stated that she would like for the City to take a look at achievable steps and incorporate them into the program, looking at single-family homes as a starting point.

Some Council Members expressed that they didn't mind the voluntary part. Chapel Hill had the program and did away with it. They expressed that they would rather spend the resources on something that does work, which is code enforcement officers. Staff was asked for an opinion on whether the money would be better spent on code enforcement and where the City would get the most bang for its buck.

Suggestions were made by Council Members, such as designating a local representative for the rental properties and having a lease addendum for landlords to use if they wish to.

City Manager Bowers stated that staff can look at it and come up with what resources would be needed for voluntary program.

Upon being asked if the Chief of Police can identify where the problems are coming from, he replied that he could.

Motion was made by Council Member Glover and seconded by Council Member Joyner to recommend to the City Manager and Chief of Police that they look at finding the money to hire more code enforcement officers, as there aren't enough per capita. Motion carried unanimously.

The Mayor asked the Council what instruction it wanted to give staff regarding the rental housing program.

Ms. Kathy Harrington informed the Council that the type of situation that is difficult for the Police Department to deal with is in the place of two blocks, there are five people dealing drugs. When she calls the Police Department to give them information and give where they are living and what they look like, it is difficult for the Police Department to go to a landlord and let them know their tenant is dealing drugs. If the program was in place, the landlords would have to do a background check.

Upon being asked if the City could shut them down, the Chief explained that the Police Department would have to establish probable cause and that could take time. It depends on the investigation itself. A registry could make it easier to get into the property.

Upon being asked which would help more, more code enforcement or the rental registry, the Chief of Police responded, "both".

Motion was made by Council Member Joyner and seconded by Council Member Glover to call the question. Motion carried with a 4:2 vote. Those voting in favor of the motion included Council Member Joyner, Glover, Kittrell, and Mercer. Council Members Blackburn and Smith voted in opposition.

Motion was made by Council Member Joyner and seconded by Council Member Glover to not pursue the rental housing registry.

After discussion about whether it would be beneficial to spend the money on code enforcement of the rental housing registration, motion was made by Council Member Joyner and seconded by Council Member Glover to call the question. Motion carried unanimously.

The motion originally made by Council Member Joyner and seconded by Council Member Glover to not pursue the rental housing registry was then voted on and carried unanimously.

Staff was asked to provide the following information.

- Resources on what will be needed for a voluntary rental housing program
- Opinion on whether money would be better spent on code enforcement or the rental housing program

#### UPDATE ON CITY FINANCES

Director of Financial Services Bernita Demery provided a report on the General Fund revenues.

	Year To Date		\$	%
	2009	2008 Total	Change	Change
Property Tax	\$29,715,154	\$26,295,736	\$3,419,418	13%
Sales Tax	13,552,576	14,321,873	(769,297)	-5%
Utilities Franchise	5,206,917	4,579,617	627,300	14%
GUC Turnover	4,658,824	4,444,417	214,407	5%
Rescue	2,877,205	2,529,460	347,745	14%
Other Revenue	14,416,230	13,987,453	428,777	3%
Grant Total	\$70,426,906	\$66,158,556	\$4,268,350	6%

Property tax as a percent of total revenues was 40% in FY 2008 and 42% in FY 2009. Sales tax revenue as a percent of total revenues was 22% in FY 2008 and 19% in FY 2009. Expenditures for FY 2008 and 2009 are as follows:

	Year To Date		\$	%
	2009 Total	2008 Total	Change	Change
Personnel	\$44,170,850	\$41,329,551	\$2,841,299	7%
Operations	13,192,230	12,141,306	1,050,924	9%
Capital Outlay	532,173	714,022	(181,849)	-25%
Capital Improvement	2,529,023	2,708,575	(179,552)	-7%
Transfers	15,997,090	10,224,151	5,772,939	56%
Grand Total	\$76,421,366	\$67,117,605	\$9,303,761	14%

Department expenses as a percentage of total expenses are as follows:

FY 2009

FY 2008



Police	30%	28%
Transfers	13%	15%
Fire/Rescue	18%	16%
Public Works	13%	13%
Recreation and Parks	8%	8%

\*2008 balance has been adjusted for sanitation fees

The expense categories as a percentage of total expenses are as follows:

	<u>FY 2009</u>	<u>FY 2008</u>
Personnel	64%	62%
Operations	19%	18%
Capital Outlay	1%	1%
Capital Improvement	4%	4%
Transfers	13%	15%

The General Fund net results are:

Type	2005	2006	2007	2008	2009
Revenues	\$59,094,815	\$64,841,241	\$66,234,266	\$70,792,517	\$77,516,906
Expenses	56,211,118	62,684,632	67,453,964	71,279,241	76,421,366
Net	\$2,833,697	\$2,156,609	\$(1,219,698)	\$(486,724)	\$1,095,540

The FY 2009 Enterprise Fund results are as follows:

Type	Transit	Sanitation	Bradford Creek	Stormwater
Revenues	\$2,188,165	\$5,445,068	\$807,947	\$2,990,841
Expenses	1,955,329	5,309,532	1,002,260	2,847,965
Net	\$2,232,836	\$135,536	\$(194,313)	\$142,876

Director of Financial Services Demery concluded by stating that the State has indicated that they may hold some sales tax and give it back to the City in May.

Staff was asked to provide the following information.

- Information on the balance owed at Bradford Creek
- List of transfers
- Number of inspections done as compared to last year
- Industry standards
- Copy of e-mails and other information when staff gets information about something that will affect the City in a negative way

### OTHER POST-EMPLOYMENT BENEFITS (OPEB)

Director of Financial Services Bernita Demery informed the Council that the Governmental Accounting Standards Board (GASB) issued Statement 45 regarding the accounting and reporting requirements for Other Post-Employment Benefits (OPEB) to establish the accounting and reporting requirements for an employer's expenses and liabilities related to its post-employment benefits plan regardless of funding. For the City of Greenville, that would relate to health insurance for retirees. Beginning with the fiscal year ending June 30, 2008, the City was required to report the unfunded annual required contribution (ARC) as a liability within the Comprehensive Annual Financial Report. The City contracted with Cavanaugh Macdonald Consulting, LLC, to perform an actuarial study to determine the unfunded OPEB obligation for the City. As of the December 31, 2008 valuation, the City recognized approximately \$3.7 million for retiree health insurance as the ARC amount. As the City continues to operate, hiring new employees and planning for the retirement of others, this obligation will continue to increase. Staff has initiated, beginning in FY 2009, annual contributions of \$250,000 into the State Treasurer's Local Government OPEB fund to assist with future payouts of this obligation. The annual contributions plus the amounts included in the City's annual budget can be used to fund a portion of its annually required contribution (ARC) for OPEB.

City Attorney Holec informed the Council that an employee has a vested enforceable contract right in the terms of the insurance benefit offered by the City to retirees at the time the employee works the minimum number of years to qualify for the benefit. Employees with twenty or more years of service have a vested enforceable contract right in the benefit offered by the City to retirees of being able to receive continued health insurance with the City contributing 95% of the expense. The benefit cannot be modified by the City for those employees. Employees with fewer than twenty years of service do not have a vested enforceable contract right, meaning that the City could modify the benefit offered to retirees for those employees, including eliminating it completely.

Director of Financial Services Demery informed the Council that every three years, an actuarial study will be done.

City Manager Bowers stated that there are potential benefit adjustments that will need to be done, and that benefits will have to be lowered at some point. Actuarials are needed to see what impact they would have.

Staff was asked to provide the following information.

- Numbers for the cost of retiree insurance for 20, 25 and 30 years with a minimum age of 55 and 60
- Numbers on tying the retiree health insurance to when Medicare takes over

### CITY CLERK HIRING PROCESS

Director of Human Resources Gerry Case explained a typical hiring process and asked the Council how it would like to proceed with the replacement of Wanda Elks, City Clerk.

The Council decided that the entire Council should be involved in the process and that there should be an initial screening done based on qualifications.

The Council was presented with two job descriptions for the position—one that was in place when the current City Clerk was hired in 1991 and one that had been updated by the current City Clerk. Motion was made by Council Member Kittrell and seconded by Council Member Mercer to accept the more current job description prepared by the City Clerk.

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RECOMMENDED UPDATED JOB DESCRIPTION  
BY WANDA ELKS—FEBRUARY 16, 2010

CLASS CODE: CC10004

SERIES: Administrative

CLASS TITLE: City Clerk

PURPOSE OF CLASS: The position of City Clerk is mandated by the North Carolina General Statutes and the City Charter. The City Clerk, appointed by the Mayor and City Council, provides a direct link between the citizens and their government.

EXAMPLES OF TASKS PERFORMED WITHIN CLASS

Primary Tasks:

- Plans, organizes and directs the activities of the City Clerk’s Office
- Maintains and preserves official records of actions and legislation adopted by the City Council and other official public records and documents
- Attends meetings of the City Council and prepares full and accurate minutes in accordance with legal requirements; notifies interested parties, the public and City staff of decisions and meetings
- Manages public notice requirements which include publication of legal notices of matters under consideration by the City Council and notification to citizens by mail or as otherwise required
- Coordinates with the City Attorney for compliance with the Open Meetings Law for City Council; coordinates regular, special, and closed session meetings of the City Council
- Ensures compliance with the Public Records Law; provides records management for official documents of the City Council and assists departments in complying with law and State Records Retention and Disposition Schedule
- Writes resolutions and ordinances in accordance with State and City laws as required in connection with enactment of City laws and policies
- Manages the execution, indexing and storage of contracts, ordinances, resolutions, deeds, and other legal documents and coordinates distribution

- Attests execution of legal documents and is custodian of the City seal
- Directs and coordinates responses to inquiries and requests received on behalf of the Mayor and Council
- Monitors board and commission appointments, vacancies and terms; coordinates appointment process and filling vacancies
- Coordinates research and retrieval of information requested by staff, Council and the public
- Manages information on the Mayor/City Council and City Clerk's Office portion of the website; ensures that all Council meetings and information from the meeting are made available via the website
- Oversees the preparation and processing of proclamations and commendations
- Provides administrative and clerical support to the Mayor and City Council
- Processes Going Out of Business Sale Permits (NC State Law)
- Prepares and administers departmental budget
- Administers oaths to board and commission members and to certain staff members

Equipment Operated: Personal computer, recorder, copier, scanner, calculator, timer, and other assigned equipment.

Working Conditions: This is sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects; work requires reaching, fingering, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for preparing and analyzing written or computer data, operation of machines, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is not subject to adverse environmental conditions.

#### QUALIFICATIONS OF CLASS

Education: Graduation from a recognized college or university with a bachelor's degree in business, English, political science, or related field, supplemented with advanced courses and seminars from the Institute of Government related to City Clerk functions and activities

Experience: Five years of responsible experience in municipal government; good working knowledge of all facets of City government; and progressively responsible administrative support experience, including considerable (3-5 years) experience supervising administrative support personnel.

Knowledge, Skills, and Abilities: Considerable knowledge of the Charter, governing ordinances, structure and organization of the City; good knowledge of the City's general policies and procedures; good knowledge of English, composition and report writing; ability to interpret North Carolina General Statutes as they relate to the City Clerk's functions; ability to effectively maintain public records and documents; ability to establish and maintain effective working relationships with City officials, employees and the general public; ability to prioritize tasks to

ensure that all deadlines are met; knowledge of office management methods, procedures, and computerized equipment and programs pertinent to the City Clerk's Office; ability to communicate effectively, both orally and in writing, with diverse audiences; and a good working knowledge of Microsoft Office products. Good working knowledge of Granicus is a plus.

Special Requirements: Notary Public; Certified Municipal Clerk (CMC) certification from the International Institute of Municipal Clerks or the ability to obtain such certification within two years.

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The Council asked that the position be advertised statewide and that the initial screening for meeting the criteria for the position be done by the Human Resources Department. The Council would like to look at all applications that meet the criteria, narrowing it down to a few to interview, and for all applicants to provide two letters of recommendation.

Motion was made by Council Member Joyner and seconded by Council Member Blackburn to advertise statewide for the position. Motion carried unanimously.

Motion was made by Council Member Joyner and seconded by Council Member Blackburn for the salary range to be \$60,000 to \$75,000. Motion carried unanimously.

The Council asked that the notary portion be left in and that there be a recruitment period of four weeks. Human Resources Director Gerry Case informed the council that the job description will be on the City's website and at the Employment Security Commission tomorrow. The deadline for the North Carolina League of Municipalities newsletter was today; however, that can probably be called in tomorrow morning. Human Resources Director Gerry Case stated that she would send out a rating chart to be used by the Council and that the applications would be narrowed down to only those that meet the requirements prior to being given to the Council.

ADJOURN

Motion was made by Council Member Kittrell and seconded by Council Member Joyner to adjourn the meeting at 11:30 p.m. Motion carried unanimously.

Respectfully submitted,

Wanda T. Elks, MMC  
City Clerk

MINUTES PROPOSED FOR ADOPTION BY CITY COUNCIL

Greenville, NC  
March 1, 2010

The Greenville City Council met in a regular meeting on the above date at 6:00 PM in the City Council Chambers, third floor of the Municipal Building, with Mayor Patricia C. Dunn presiding. The meeting was called to order, followed by the invocation by Girl Scout Troop 125, who also led in the pledge of allegiance to the flag. The following were present.

Mayor Patricia C. Dunn  
Mayor Pro-Tem J. Bryant Kittrell III  
Council Member Rose H. Glover  
Council Member Max R. Joyner, Jr.  
Council Member Kandie Smith  
Council Member Calvin R. Mercer  
Council Member Marion Blackburn  
Wayne Bowers, City Manager  
Wanda T. Elks, City Clerk  
David A. Holec, City Attorney

APPROVAL OF AGENDA

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

CONSENT AGENDA

City Manager Wayne Bowers introduced the following items under the consent agenda.

1. Minutes of the January 14, 2010 Joint City Council/Greenville Utilities Commission meeting and the January 14, January 29, and February 11, 2010 City Council meetings
2. Support of Pitt County's hosting of the 2010 North Carolina Association of County Commissioners Conference
3. Resolution to protect the hotel room occupancy tax (Resolution No. 10-11)
4. Municipal agreement with the North Carolina Department of Transportation (NCDOT) for the construction of roadway improvements on Persimmon Place between Winding Branches Drive and Pine Branches Circle (Contract No. 1846)
5. West Greenville Brownfields Petroleum Assessment Project Agreement with Concurrent Technologies Corporation (Contract No. 1847)

6. Resolution authorizing the disposal of surplus computer equipment to Pitt Community College (Resolution No. 10-12)
7. Resolution declaring Police canine Sandor as surplus property and authorizing his disposition to Officer Michael Broadwell (Resolution No. 10-13)
8. Resolution abandoning a utilities easement in Windsor Downs Subdivision (Resolution No. 10-14)
9. Reimbursement resolution for Greenville Utilities Commission's Wastewater Treatment Plant Headworks Improvement Project (Resolution No. 10-15)
10. Series resolution authorizing the incurrence of additional indebtedness evidenced by a State Revolving Loan Fund Program note of up to \$2,942,152 pursuant to the provisions of Section 216 of the bond order adopted by the City Council on August 11, 1994, amended and restated as of April 13, 2000 and series resolution authorizing the incurrence of additional indebtedness evidenced by a State Revolving Loan Fund Program note of up to \$460,425 pursuant to the provisions of Section 216 of the bond order adopted by the City Council on August 11, 1994, amended and restated as of April 13, 2000 (Resolution Nos. 10-16 and 10-17)
11. Ordinance amending the sewer capital project budget for Greenville Utilities Commission's Sanitary Sewer Outfall Rehabilitation Phase II-B Project (Ordinance No. 10-16)
12. Budget ordinance amendment #6 to the 2009-2010 City of Greenville General Fund and an ordinance establishing the Health Insurance Fund (Ordinance Nos. 10-17 and 10-18)
13. Various tax refunds

Payee	Description	Amount
Mercedes Benz Financial	Refund of City Taxes Paid	\$459.60
Pitt County Tax Collector	Refund of City Taxes Paid	\$211.75

Motion was made by Council Member Joyner and seconded by Council Member Mercer to approve the items under consent agenda. Motion carried unanimously.

## PRESENTATION BY BOARDS AND COMMISSIONS

### Board of Adjustment

Dr. Mulatu Wubneh reminded the Council of the role of the Board of Adjustment and stated that in 2009 the Board considered 23 requests for new special use permits and held 2 reviews of active special use permits (Club Gas and Faces Lounge, both of which were revoked). Typical special use permit applications include child daycare facilities, public and private clubs, gasoline sales, home occupations, fast food restaurants, and auto repair. There are 96 different use options requiring special use approval and those cases naturally take up the bulk of the board's

agenda. Dr. Wubneh concluded by stating that Board of Adjustment meetings are telecast live on GTV-9. Agendas and minutes are posted on the City's website.

### Human Relations Council

Mr. Isaac Blount, Chairman, informed the Council that in 2009, the Human Relations Office responded to a total of 420 requests. One hundred and fifteen (115) were fair housing complaints, one hundred and twenty-three (123) were from citizens seeking assistance for housing, and one hundred and twenty (120) were from citizens requesting help with their utilities. The nature of the housing complaints varied. Complaints related to security deposit refunds, no heat during the winter months, no hot water, and bathroom facilities not working. Some of the complaints were resolved by providing assistance through mediation, correspondence, and telephone calls. Complainants were referred to Legal Aid of North Carolina, North Carolina Department of Justice and North Carolina Human Relations Commission. Citizens requesting assistance with utilities were referred to the proper agencies for assistance (Salvation Army, Emergency Assistance, Department of Social Services, etc). In March and April of 2009, Fair Housing Seminars were sponsored by the City of Greenville and the Greenville Area Property Managers Association. On September 24 and 26, of 2009, the Inclusive Community Breakfast and the Inclusive Community Walk were held. The Human Relations Officer and the Council are preparing for the following events, which are part of the Council's work plan:

- Observance of Fair Housing Month. The Fair Housing Seminar will take place on Wednesday, September 21, 2010.
- The Human Relations Council will invite members of City Council to join them for the first "Community Cafe" featuring the documentary "Trouble the Water" later this month. After the documentary is viewed, date(s) and time(s) will be scheduled for a public showing. It is hoped that this will be the beginning of a series of community dialogues throughout the community. This documentary is about America...how America treats the poor and dispossessed.
- The Inclusive Community Breakfast will take place on Thursday, September 22, 2010 and the Inclusive Community Walk will take place on September 24, 2010. An addition to the walk will be a celebratory event to celebrate the City's diversity and the inclusive community initiative.
- In addition, the Human Relations Council has partnered with the Neighbor Advisory Commission to host the City's first Leadership Symposium in 2011.

Mr. Blount concluded by stating that the Greenville Human Relations Council continues to welcome its many challenges. As Greenville continues to grow more diverse, its role must also grow more diverse. As it advocates for civil rights and human relations protections, it is important that it build its future from the foundation of its past by continuing to promote tolerance, diversity, inclusiveness and equal opportunity for all of Greenville.

### Neighborhood Advisory Board

Mr. Rick Smiley, Chairman, informed the Council that the Neighborhood Advisory Board works to preserve and strengthen neighborhoods in the City of Greenville by increasing citizen



participation; supporting the formation of new neighborhood associations; creating and maintaining working relationships among neighborhoods and with the City of Greenville; disseminating information important to sustaining secure, healthy, and vibrant neighborhoods; and serving as a liaison between neighborhoods and the City of Greenville. The group has approved its first annual work plan, which lists its goals, objectives, and action items. It is an attempt to make Greenville a place with safe, healthy, and vibrant neighborhoods; focuses on increasing effectiveness and sustainability of the neighborhood associations; and takes a multi-faceted approach to educating citizens by holding classes, distributing informational brochures, and speaking with neighborhood associations. The work plan components include:

- Capacity to increase the effectiveness of existing neighborhood associations to preserve and enhance the quality of life, build capacity where none exists by starting four neighborhood associations (Drexelbrook, Brookgreen, Hillsdale, Skinnerville, and completing work in the Oaks) and providing opportunities for peer-to-peer learning with case studies and information guides
- Training by sponsoring four training sessions for neighborhood leaders (Understanding covenants, Block captain, Understanding the land use process, Crime prevention through environmental design, and Learning organizations)
- Advocacy whereby they will support ideas, initiatives, and proposals design to improve the wellbeing on neighborhoods
- A neighborhood symposium to bring Neighborhood leaders from all parts of the City together to discuss ways to enhance the quality of life in the neighborhoods, partner with Human Relations Council to promote the inclusive community initiative, and to recognize Neighborhood Leaders and encourage others to get involved.

A State of the Neighborhoods Report will be prepared that will be modeled after the City of Charlotte's Quality of Life Report. Four dimensions will be included when measuring the impact of the Neighborhood Advisory Board—social, crime, physical and environmental, and each dimension has a series of variables. The Board plans to track the movement bi-yearly with the goal being to have positive impacts. As a part of the Neighborhood Advisory Board, which meets the third Thursday of the month at 5:30, there are several committees that meet—Public Safety on the first Monday of the month at 5:30, Land Use on the first Thursday of the month at 5:30, Community Building on the second Monday of the month at 5:30, and Municipal Services as needed.

Upon being asked what percentage of neighborhoods are organized or what percentage of people are in a neighborhood that is organized, Mr. Cori Hines, Neighborhood Ombudsman, informed the Council that he does not know the absolute numbers; however, there are slightly more than 1/3 that are organized. The goal is to have 10 to 20 percent of the residents attending the meetings so that they can spread the information to the rest of the neighbors.

Council Member Blackburn stated that she hopes the Board can look at rental properties and work the landlords and neighborhoods to see how they can make a difference.

Council Member Glover suggested that the Board get information from other Police Departments.

RESOLUTION RELATING TO THE "HONOR AND REMEMBER" FLAG – ADOPTED

City Attorney Dave Holec reminded the Council that at its February 11, 2010, meeting, a presentation was made to City Council by Kathy Moore, Gold Star Mother of CPL Ryan Russell and N.C. State Chapter Director of "Honor and Remember". Ms. Moore requested that City Council adopt both a resolution supporting HR 1034 (a bill introduced in the United States Congress) which would establish the "Honor and Remember" Flag as a national symbol and the flag itself. City Council directed that this matter be scheduled for consideration at its March 1, 2010, meeting.

Motion was made by Council Member Glover and seconded by Council Member Joyner to adopt the resolution seeking support of the national legislation and the resolution adopting the flag as a symbol. Motion carried unanimously. (Resolution Nos. 10-19 and 10-20)

SEWER SERVICE FOR THE VILLAGE OF SIMPSON – PRELIMINARILY APPROVED

City Manager Bowers informed the Council that the Greenville Utilities Commission Charter provides that extension of sewer beyond the City's extraterritorial jurisdiction is subject to approval by the City Council. The Village of Simpson has requested that the City Council approve Greenville Utilities Commission providing wastewater treatment services to Simpson. This item has been discussed at Greenville Utilities' Board meetings. City staff has raised the following questions concerning the proposed service. What are the anticipated total costs of providing sewer service to Simpson? Who will pay for these costs? What will be the on-going rate charged to Simpson for treatment services? How does this rate compare to rates charged to other customers? What will be the procedure for adjusting this rate? What will be the term of the commitment to provide service? Will there be a maximum amount of flow that GUC will accept? Does GUC have available treatment capacity for the entire term of the commitment? Will the provision of service in any way impact GUC's ability to serve current or future customers in the City of Greenville? Before beginning to gather the data needed to answer these questions, GUC staff requests a preliminary indication that the City Council will consider approving this request for sewer service. Simpson's Mayor and other Council Members are present to provide support and answer any questions of Council.

Council Members concurred with obtaining the answers to the questions prior to giving final approval to the request.

Motion was made by Mayor Pro-Tem Kittrell and seconded by Council Member Joyner to provide preliminary approval of the request to provide wastewater treatment to Simpson with consideration of final approval to be scheduled after Greenville Utilities Commission provides responses to the questions submitted by City staff. Motion carried unanimously.

RESOLUTION AUTHORIZING DISPOSITION OF PROPERTY AT 1003 W. FIFTH STREET TO KINSTON CHARTER ACADEMY – WITHDRAWN BY KINSTON CHARTER ACADEMY AND RETURNED TO REDEVELOPMENT COMMISSION

Director of Community Development Merrill Flood informed the Council that the Redevelopment Commission recommended disposal of real property located at 1003 W. Fifth

Street to the Kinston Charter Academy for the sum of one dollar. The property includes tax parcel number 16938, a 0.12 acre lot containing a 2,600 square foot structure, and tax parcel number 16939, which consists of a 0.13 acre vacant lot. The properties were purchased by the City of Greenville in 2006 for a combined price of \$19,000 using Community Development Block Grant (CDBG) funds. The current tax value is \$40,097 for parcel number 16938 and \$6,110 for tax parcel 16939. The Kinston Charter Academy was one of two organizations who appeared before the Redevelopment Commission requesting that the subject property be donated for their use. A third non-profit organization withdrew its proposal and plans to lease space in the building from the successful non-profit. Kinston Charter Academy is a 501(c)(3) organization operating a charter school in Kinston. The organization had desired to use the property to provide afterschool services to both Kinston Charter Academy students and other students attending various Greenville schools. On Friday, an e-mail was received from Mr. Ozie Hall of Kinston Charter Academy asking that this request be withdrawn and that this item be removed from the agenda for consideration. Staff recommends that in honoring the request that the item go back to the Redevelopment Commission since there are two other interested parties so they can reconsider the other requests.

Council Member Glover stated that she talked with Mr. Hall this afternoon, and the reason for withdrawing the request was the amount of money that would be required to renovate the building.

Upon being asked how much the potential lease for this property had been advertised, Mr. Flood stated that it had been advertised two or three times over the course of a month.

Council Member Glover suggested that the City Council might want to look at taking the vacant lot next to this property and building a house there or taking the property down.

Council Member Joyner asked that Code Enforcement look at the property and price what needs to be done.

Mr. Flood stated that the Redevelopment Commission looked at this, and it is felt that other groups may be able to come up with other resources. There was interest by three different entities and there may be others out there.

Motion was made by Mayor Pro-Tem Kittrell and seconded by Council Member Joyner to send this back to the Redevelopment Commission, who can flesh out Council Member Glover's concerns and decide whether it can be saved.

Council Member Glover offered an amendment to the motion, which Mayor Pro-Tem Kittrell and Council Member Joyner agreed to, which was to instruct staff that, that prior to it going back to the Redevelopment Commission, City staff look at the house and give some appraised cost on what it thinks will take to bring the house up to code.

Mr. Flood stated that there is a list and it can be refreshed by staff.

The Council asked that the information be sent to the Redevelopment Commission and the City Council.

City Manager Bowers stated that staff will provide the information. The Redevelopment Commission has worked up to this point, and it might be that they would like to see this again since they don't have the new information from Mr. Hall. Staff can do the cost estimate and get it back to the Redevelopment Commission and City Council at the same time.

Discussion occurred about the financial capability of a facility being able to carry out business and pay for the renovations on the building.

The motion was then restated to return this to the Redevelopment Commission and instruct staff to come up with the cost to fix the property up and to find out the financial capability of supporting the facility should the Redevelopment Commission choose to award it to an agency. Motion carried unanimously.

#### APPROVAL OF METROPOLITAN HOUSING AND CDC AFFORDABLE HOUSING PROJECT CHDO AGREEMENT – APPROVED

Director of Community Development Merrill Flood informed the Council that this is a request to approve a Community Housing Development Organization (CHDO) agreement with Metropolitan Housing & CDC in the amount of \$55,000 to carry out an affordable housing program for low to moderate income individuals or families in the West Greenville 45-Block Revitalization Area. The program includes the following activities:

- Implement a housing assistance program for eight City-owned properties located in the West Greenville 45-Block Revitalization area—905 Douglas Avenue, 907 Douglas Avenue, 909 Douglas Avenue, 604 Ford Street, 600 Ford Street, 410 Cadillac Street, 414 Cadillac Street, and 605 Hudson Street
- Qualify low income persons or families to occupy said properties in accordance with 24 CFR Part 92.203 Income Determination
- Provide homebuyer education and counseling services for potential homebuyers as needed
- Provide or enter into a contract with a real estate agent to market the eight City-owned identified properties

The agreement would be for a period of six months. The City has a similar contract with Farmville. The agreement involves taking unused nonprofit money from the HOME program. There have been 148 viewings of the eight properties in West Greenville.

Discussion occurred among the Council Members about the reasoning behind spending \$55,000 to sell the houses when the City had been having seminars, homebuyers' training, etc. for two years. Council was informed that the funding would be for the Metropolitan Housing & CDC to hold classes, bring people in for counseling, go to the banks with the potential buyers, etc. The group would get a dollar amount for each person counseled.

Council Member Glover explained that the \$55,000 is money set aside for homebuyers' education. The population that is targeted for these houses has credit issues. The nonprofits have to have a CHDO; they are not the real estate people. They get the people ready to buy the

home, help them find a lender, help them with credit issues, and that is how all properties are sold. There are not enough nonprofits in the City with a CHDO. Reverend Moore with the Metropolitan Housing & CDC has been doing this a long time and has done tremendous projects in Washington and Grifton. His nonprofit is well recognized across the State. That is the part that has failed--not having someone with a lot of experience to work with clients and making sure potential buyers are being gotten credit-ready. Reverend Moore has done six other houses for the City.

Mr. Flood informed the Council that staff has used a variety of efforts to sell the houses; and because of the economic conditions, it has become necessary to go ahead and get the properties sold. The city has to spend the statutorily required nonprofit money.

City Manager Bowers stated that under this contract, \$2500 will be paid at closing to the nonprofit.

Housing Administrator Sandra Anderson explained that the four percent commission to the realtor will be paid at closing. This is typical for a housing development corporation, and the City is required to set aside a percentage for the nonprofit. She reviewed the budget:

Activity	Unit Price	Amount Allocated
Housing counseling workshops	\$150 per successful completion	\$15,000
Class materials	Inclusive	\$5,000
Follow-up sessions	\$100 per follow-up session	\$10,000
Marketing and outreach	Inclusive	\$5,000
Administration/Capacity building	\$2,500 per house at closing	\$20,000
<b>Total</b>		<b>\$55,000</b>

Staff discussed the cost of the houses. Upon being asked if it would be more cost effective to reduce the price of the houses instead of spending the \$55,000, Director of Community Development Flood stated that fair market value on the appraised value has to be established. The appraisal is about 1.5 year old. About \$3800 from the State and Federal government for eligible buyers is available. A qualified buyer would be in line to receive up to \$40,000 down payment assistance on a \$100,000 house. This is similar to a project approved in Farmville for the very same reason. Whoever purchases a house has to go through the program.

Motion was made by Council Member Glover and seconded by Council Member Joyner to approve the CHDO agreement with Metropolitan Housing & CDC in the amount of \$55,000 to implement an affordable housing program to market and sell the eight City-owned new construction properties in the West Greenville 45-Block Revitalization Area that are currently for sale to a low to moderate income individual of family and to authorize the City Manager to sign the agreement. Motion carried unanimously. (Contract No. 1848)

FUNDING FOR WALKING TRAIL AT GREENFIELD TERRACE PARK – APPROVED

City Manager Bowers stated that since mid-2009, members of the "North of the River Focus Group" have been expressing a desire for a walking path at Greenfield Terrace Park, located at 120 Park Access Road within the Greenfield Terrace Neighborhood. The park includes a

playground, picnic shelter, basketball court, and the Barnes-Ebron-Taft Building. Though the park is 27 acres, only a portion (4-5 acres) is currently functioning as park land. A park master plan is anticipated to be completed in 2011 and will guide future development of this recreational resource. The installation of walking paths in City parks is certainly a desirable step and one that encourages a healthy lifestyle through exercise. Other asphalt trails exist at Andrew Best Freedom Park, Paramore Park, and the Town Common. Though the park does not yet have a master plan, possible future development could be considered when selecting a path for the trail, which would be about 1400 feet long and 8 feet wide. Recreation and Parks Department staff estimates that the cost to construct the trail, taking into consideration the anticipated donation of certain site work services by a local contractor, is \$35,000. Funding for this project has been included in the draft Capital Improvement Program for 2010-2011. During the February 11, 2010 City Council meeting, at the request of Council Member Smith, the City Council approved adding to the March 1, 2010 agenda consideration of appropriating General Fund contingency account funding for the walking trail at Greenfield Terrace Park.

Mayor Dunn explained that the issue is whether to fund this now or wait to fund it with Capital Improvement Program money in FY 2010-2011 along with the other parts of the project for Greenfield Terrace. The Council will be asked to approve \$120,000 in Capital Improvement Program funds for Greenfield Terrace and included in that is a walking trail.

City Manager Bowers stated that he was informed that the Focus Group made contact with Mr. Owen Burney, who indicated to staff that he would donate the site work, which lowers the cost. The \$35,000 being requested takes into consideration mainly site work that would not be charged to the City. It would, however, have to go through the bidding process.

Council Member Mercer stated that even though he did not consider this an emergency, it makes sense to consider it because of the donation by Mr. Burney. If the City waits, the economy may change and the donation may not be there.

Council Member Glover stated that Reverends Turnage and Battle and Mr. Johnson have worked hard to get this walking trail. Since Mr. Burney has agreed to do the site work, they need to go ahead with the walking trail. The Council passed going ahead and doing the skatepark, and the City should make the same effort it did with that. If the community says it is needed, it is an emergency. The City should do this for the community.

Mayor Dunn stated that it is a question of whether to do this now or later. She asked how long the bidding process would take, and City Manager Bowers responded that it would take about 30 days. Because of the amount of money involved, it would not have to come back to City Council. Director of Recreation and Parks Gary Fenton stated that it could probably be ready by summer.

Concern was expressed by Mayor Pro-Tem Kittrell about starting a precedent of funding unbudgeted things that are not emergencies. The only reason he will consider it is because Mr. Burney has volunteered to donate the funds. Money from the contingency fund is needed for emergencies.

City Manager Bowers agreed that this is not an emergency. There is a lot of precedence for the City retaining a contingency account for emergencies. As they get further in the year, there is time to use the contingency. Mr. Burney has been gracious and has given the incentive to move forward. Staff would understand moving forward because of that.

Staff was asked if it would be disruptive to the rest of the project in the Capital Improvement Program if the walking trail was completed first. Mr. Fenton explained that could be considered ahead of time.

Mayor Dunn explained that the amount in the Capital Improvement Program for the Greenville Terrace Park (Item #14) is \$120,000. If the \$35,000 project is funded in the current budget year, which would mean that only \$85,000 would need to be included in the Capital Improvement Program for the rest of the project.

Mr. Fenton stated that they would hope there would be some money for parking control, which would allow them to leave the gate open.

Motion was made by Council Member Mercer and seconded by Council Member Blackburn to approve the funding for a walking trail at Greenfield Terrace Park and reduce the Capital Improvement Program for 2010-2011 by the amount needed to construct the walking trail. Motion carried unanimously.

#### CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2011 THROUGH 2015 – APPROVED

Director of Financial Services Bernita Demery informed the Council that items that cost less than or equal to \$5,000 are operational costs and items costing between \$5,000 and \$35,000 and all new vehicles are considered capital outlay. Both operational and capital outlay items are handled within the departmental targets. Equipment costing more than \$35,000 and having a useful life of at least five years is handled within the Capital Improvement Program. Funding sources for items in the Capital Improvement Program (Document No. 10-1) include the General Fund (\$1.6 million), Powell Bill (\$2.5 million), Sanitation (\$425,000), Stormwater Utility Fund (\$2.4 million), Vehicle Replacement Fund (\$1.6 million), Bonds (\$3.8 million), Capital Reserve (\$400,000), and Grants/Other Sources (\$3.8 million). Funds in the amount of \$2,476,295 are available to transfer to Capital Reserve. Capital Reserve interest earnings are \$36,939, making \$2,513,234 available for potential new Capital Reserve balance. Capital spending was \$10.3 million in FY 2005, \$14.2 million in FY 2006, \$8.6 million in FY 2007, \$9.1 million in FY 2008, and \$13.4 million in FY 2009. The total requests in the current plan are \$23.1 million in FY 2011 (\$16.6 million met; \$6.5 million unmet), \$47 million in FY 2012 (\$26.1 million met; \$20.9 million unmet), \$31.2 million in FY 2013 (\$15.9 million met; \$15.3 million unmet), \$37.6 million in FY 2014 (\$12.4 million met; \$25.2 million unmet), and \$28.3 million in FY 2015 (\$14.9 million met; \$13.4 million unmet). The five-year proposed plan does show that the City is trying to meet the future needs of the City.

Ms. Demery informed the Council that the City's statutory debt limit is \$423 million, and it currently has \$40 million debt, which does not include the debt of Greenville Utilities Commission. If Greenville Utilities could not meet its debt, the City would be required to pay its

General Obligation bonds. The estimated annual debt service cost is \$79,572 per \$1 million assuming 5% interest rate. One cent of property tax collection means \$566,164 of revenue for the City. The City is in a low interest rate environment and has refinanced debt. A list of proposed bond and other long-term financing projects was distributed to Council.

DEPARTMENT/PROJECT	AMOUNT	ANNUAL DEBT SERVICE YIELD
<b>Public Works Department</b>		
Citywide Street Lighting Improvements --Memorial Drive --Stantonsburg Road towards 264 --Older established neighborhoods (i.e., W. Greenville, TRUNA, Coghill)	\$1,000,000	\$80,000
Citywide Crosswalks pedestrian Safety Improvements --Greenville Blvd./10 <sup>th</sup> Street --Greenville Blvd./Charles Boulevard --Greenville Blvd./Arlington Boulevard --Greenville Blvd./Evan Street --Greenville Blvd./14 <sup>th</sup> Street --NC43/Arlington Boulevard --NC43/Moye Boulevard --14 <sup>th</sup> Street/Dickinson Avenue --14 <sup>th</sup> Street/Evans Boulevard --10 <sup>th</sup> Street/Elm Street	\$500,000	\$40,000
Street & Drainage Improvements --Arlington Boulevard --River Hills	\$3,000,000	\$240,000
<b>TOTAL</b>	<b>\$4,500,000</b>	<b>\$360,000</b>
<b>Recreation and Parks Department</b>		
South Greenville Center Reconstruction	\$4,200,000	\$336,000
Countryside Park Facility	\$328,000	\$26,240
TRUNA Park Facility	\$228,000	\$18,240
Lake Ellsworth Park Facility	\$228,000	\$18,240
South Greenville & Boyd Lee Park	\$600,000	\$48,000
Kristin Drive Recreation Learning Center	\$850,000	\$68,000
Elm Street/Drew Streele Center	\$965,000	\$77,200
Hwy. 33 Regional Park	\$2,000,000	\$160,000
Greenfield Terrace	\$1,000,000	\$80,000
Town Common Phase I Redevelopment	\$1,250,000	\$100,000
Open Space Land Acquisition	\$250,000	\$20,000
<b>TOTAL</b>	<b>\$11,899,000</b>	<b>\$951,920</b>
<b>Fire/Rescue Department</b>		
New Station (#7)	\$3,574,000	\$285,920
<b>TOTAL</b>	<b>\$3,574,000</b>	<b>\$285,920</b>
<b>Police Department</b>		
Public Safety 4 <sup>th</sup> Floor	\$3,000,000	\$240,000
New Police Substation & Training Center	\$2,000,000	\$160,000
<b>TOTAL</b>	<b>\$5,000,000</b>	<b>\$400,000</b>
<b>Community Development Department</b>		
Economic Development-Historic Third Street School—Incubator	\$4,250,000	\$340,000
Infrastructure—Evans Streetscape	\$1,650,000	\$132,000
Infrastructure—West Fifth Streetscape	\$2,700,000	\$216,000



Affordable Housing—West Greenville Revitalization	\$1,500,000	\$120,000
<b>TOTAL</b>	<b>\$10,100,000</b>	<b>\$808,000</b>
<b>TOTAL BOND PROJECT COST</b>	<b>\$35,073,000</b>	<b>\$2,805,840</b>
*Excludes total final recommendations for the Capital Improvement Program		
*Assumes 5% interest rate		

Staff was asked to provide information on what the debt would be next year if the City didn't borrow any money this year.

Ms. Demery further informed the Council that this is based on the current Capital Improvement Program requests from the departments.

City Manager Bowers stated that there is not current funding in the Capital Improvement Program for the projects, so bonds are an option. That will have to be considered at some time in the future.

Mayor Pro-Tem Kittrell stated that before the City does a bond issue, he would like for staff to show how much more money the City has because bonds have been paid off. He asked if that is practical to look at without hurting the cash flow.

Ms. Demery stated that the capital needs are going to be ongoing. The City is not paying off debt to the extent that it can pay for all the items in the CIP without some debt. There is a good amount of debt for the City to have and not pay it all off and use cash. Each year when the budget is done, there is a transfer to Debt Service from the General Fund. When the targets are done, money is set aside for the debt first before giving the departments the amount they have available.

After discussion, Council Members expressed that they would like to discuss these items more at a workshop meeting. City Manager Bowers explained that the budget schedule has Monday, May 24, as a date to discuss the budget.

Mayor Dunn explained that the budget process used now is much more streamlined in the past, when each department gave a review of the individual departmental budgets over a course of a couple of days. Now the Council hears an orderly presentation, and Council can choose to change anything they want to. The met items in the CIP are what staff feels can be done without raising taxes.

Ms. Demery informed the Council that staff is proposing certificates of participation be considered to pay for some of the items in the CIP.

City Manager Bowers explained that when the budget is presented in May, it will be a balanced budget and everything that is in the met column of the CIP will be included.

EROSION OF STREAM BANKS LOCATED ON PRIVATE PROPERTIES

Stormwater Manager Lisa Kirby informed the Council that the mission statement of the Stormwater Management Program is “Stormwater management will comprehensively address surface water within the city through public leadership to protect and preserve the environment

and the quality of life in Greenville. Design, construction, maintenance, and management of the physical structures and water courses will be performed in partnership with the community to meet community goals of reducing the risk of flooding and of protecting surface water quality.” The issue is that erosion on stream banks carrying city water located on private property are resulting in the need for bank stabilization or stream restoration. Should the City assume responsibility for these situations and, if so, develop a program to address them. The proposed program does not address localized flooding or drainage problems on private property. Bank stabilization is the method of securing stream banks with natural or structural supports to prevent bank slumping and undercutting of trees. These projects usually involve reducing the angle of the bank, placing/securing biodegradable matting, replanting the slope, and structural techniques. Staff does not recommend participating in certain structural activities due to design requirements and liability. A stream restoration project is a holistic process that returns the stream and its surrounding ecosystem to its condition prior to development. The objective of stream restoration is to create a more natural stream system that is integrated within the watershed and the community. Stream restoration projects are usually characterized by stream relocation, re-established riparian buffer, controls to reduce velocity and energy, and water quality components. There are 185 miles of potential jurisdictional streams within the City limits. The North Carolina Department of Environmental and Natural Resources, Division of Water Quality, regulates activities in the streams and riparian buffer. As far as bank stabilization, staff estimates that 15% of the stream miles within the city limits are in need of bank stabilization projects, meaning approximately 28 miles at a cost of \$396,000 per mile for a total cost of \$11,088,000. As far as stream restoration, staff estimates that five percent of stream miles within the City limits are in need of stream restoration projects, meaning approximately 9.5 miles at a cost of \$1,082,400 per mile for a total cost of \$10,282,800. It will take 20 years to complete the work identified above. The options before the Council are for the City to not adopt a program and leave the responsibility with the property owner, for the City to adopt a full program funding all the work, and for the City to adopt a hybrid approach to address both bank stabilization and stream restoration. Ms. Kirby explained the pros and cons of each. The staff recommendation is for the City to adopt a hybrid approach, which meets the intent of the Stormwater Management Program, which will result in a need for additional funding, which means an increase in the utility fee. For conceptual implementation of the bank stabilization program, staff will have to identify available resources, develop a method to prioritize projects, and contract services to do the design and construction. For conceptual implementation of stream restoration, staff will need to have contracted services for grant application, the City will be responsible for a cost share (33%), and projects will only be completed upon successful award of a grant. The estimated cost of the recommended bank stabilization program for 28 miles completed over 20 years would be \$745,335 per year. The estimated cost of the recommended stream restoration program would be \$188,596 per year. The total annual increase to the program would be \$933,931, which is an average of \$1.70 per household per month.

Upon being asked what prompted this, Ms. Kirby explained that staff has received complaints from citizens about completing projects and asking that the City help with erosion on private property. The proposed program does not address flooding; it addresses erosion.

Upon being asked what is being done to keep the erosion from happening in the future, Mr. David Brown stated that the City can't prevent nature. The stream is going to seek its own path. The erosion can only be controlled by such methods as controlling the amount of stream runoff,

reducing the amount of impervious surfaces, etc.; however, degradation of the stream bank is due to nature. There has to be a means to try to address this as a municipality, to look at what can be done. That is why staff is asking for clarification from City Council.

Staff was asked what the average cost to a business would be, and concern was expressed about businesses/people not being able to deduct fees from income taxes. Concern was expressed by Council Member Joyner about salaries being used for the stormwater program.

Mr. Brown stated that the staff is recommending contracted services for the program. As far as the stormwater fee, the City has to meet State and Federal mandates. That work is in relation to a fee. Part of the salaries of persons involved with the stormwater utility go to that, such as the crews that go out and maintain the work.

Upon being asked how many complaints the City has received, Ms. Kirby responded the majority of phone calls she gets are for bank stabilization projects. The people she speaks with are not pleased with the current service. Even though the City is removing things from the stream, the property owners are losing their property. The program does not include any repairs. Thus far, there have only been a few people; however, the potential is that there will be more.

Staff was asked to provide the complaints that have been received and some examples of the fee for three or four businesses in town.

Council Member Glover stated that this has not been addressed in all areas. She stated that they need to get pictures of the river on a back street, Colonial, which is right on the Tar River. Those property owners have lost a lot of land.

City Manager Bowers stated that this topic was originally planned for the planning session. Staff will provide the number of complaints, problem areas, cost impact with the hybrid program, and what other cities are doing.

Staff was also asked to provide information on the city that has been doing this the longest and what its experience has been.

RESOLUTION SEEKING LEGISLATION TO AUTHORIZE MUNICIPALITIES, AT THEIR OPTION, TO SPONSOR A PUBLIC FINANCING PROGRAM FOR LOCAL ELECTIONS – ADOPTED

City Attorney Holec stated that at its February 11, 2010 meeting, City Council approved scheduling for consideration at the March 1, 2010 meeting a resolution which seeks legislation from the North Carolina General Assembly to allow municipalities, at their option, to sponsor a public financing program for their elections. The City of Raleigh has recently approved such a resolution. The Town of Chapel Hill implemented a public financing pilot program for its 2009 municipal elections with two candidates participating in the program and with the expense incurred by the town for funding the campaign amounting to \$15,507.90. During the 2009 Session of the North Carolina General Assembly, House Bill 120 passed the House and is eligible for consideration during the 2010 short session. The bill allows cities with a population

greater than 50,000 to conduct a public campaign financing program at their option and with the approval of the State Board of Elections.

Mayor Pro-Tem Kittrell expressed concern about having this fund in a city that has districts because one is paying for someone's campaign that he/she opposes in the district system.

Council Member Joyner stated that he is opposed to the City funding campaigns.

Mayor Dunn asked if this is for Greenville only or all cities, City Attorney Holec responded that it would be for any cities having a population greater than 50,000 and would be done at the option of each city.

Council Member Mercer stated that he felt that when voters understand this, they will support it, because to have good government, there needs to be a broad array of society represented.

Motion was made by Council Member Mercer and seconded by Council Member Smith to adopt the resolution seeking legislation to authorize municipalities, at their option, to sponsor a public financing program for local elections.

Council Member Glover stated that she has concerns that this is in addition to what the cities already pay for elections every two years. She suggested looking at extending the terms of office for Council Members to four years. The proposal was written in 2007 and only one city has done it. She would like to sit down with someone who can tell her what they are talking about.

Mayor Pro-Tem Kittrell agreed with the staggered terms. This pilot program was a pool of money that anybody could get money from. It could be funding all district candidates and they have no choice or view. He stated that he could support a check off system if candidates want to fund it themselves. If a citizen wants to contribute, that is fine.

Council Member Mercer stated that the City needs to do both, four-year terms and voter-owned elections.

Motion was made by Mayor Pro-Tem Kittrell and seconded by Council Member Blackburn to call the question. Motion carried unanimously.

The motion made by Council Member Mercer and seconded by Council Member Smith to adopt the resolution seeking legislation to authorize municipalities, at their option, to sponsor a public financing program for local elections was then voted on and carried with a 4:3 vote. Council Members Smith, Joyner and Mercer voted in favor of the motion. Mayor Pro-Tem Kittrell and Council Members Blackburn and Glover voted in opposition. Mayor Dunn broke the tie by voting in favor of the motion. (Resolution No. 10-18)

## REVIEW OF AGENDA

The Council did a cursory review of the March 4, 2010 City Council agenda.

COMMENTS FROM MAYOR AND CITY COUNCIL

The Mayor and City Council made general comments.

CITY MANAGER'S REPORT

City Manager Bowers stated that staff is working on the action items for the goals and objectives established by City Council, and they will be placed on the March 22 agenda.

City Manager Bowers stated that the Council had requested additional information on the fire rating system. He has contacted the State Fire Marshall's Office, who has agreed to make a presentation to Council, and he will try to schedule that for April. The person from the State Fire Marshall's Office has requested that questions from the Council be limited to questions on how to do insurance ratings but not about the City's rating and how to improve them. He will do that in a smaller group setting; however, he doesn't like to talk about the specifics of any rating system. That is the standard practice of the State Fire Marshall's Office. The Council Members agreed to that as a ground rule, and the City Manager stated that he will invite someone to come in April.

City Manager Bowers stated that the Mayor, Council Member Glover, the City Attorney, and he will be in Washington, DC on the 2<sup>nd</sup> and 3<sup>rd</sup> meeting with the Congressional delegation regarding the City's legislative initiatives.

ADJOURN

Motion was made by Council Member Mercer and seconded by Council Member Smith to adjourn the meeting at 9:30 p.m. Motion carried unanimously.

Respectfully submitted,

Wanda T. Elks, MMC  
City Clerk

## MINUTES PROPOSED FOR ADOPTION BY CITY COUNCIL

Greenville, NC  
March 4, 2010

The Greenville City Council met in a regular meeting on the above date at 7:00 PM in the City Council Chambers, third floor of City Hall, with Mayor Patricia C. Dunn presiding. The meeting was called to order, followed by a moment of silence led by Council Member Kittrell and the pledge of allegiance to the flag. The following were present.

Mayor Patricia C. Dunn  
Mayor Pro-Tem J. Bryant Kittrell III  
Council Member Max Joyner, Jr.  
Council Member Marion Blackburn  
Council Member Rose Glover  
Council Member Calvin R. Mercer  
Council Member Kandie Smith  
Wayne Bowers, City Manager  
Wanda T. Elks, City Clerk  
David A. Holec, City Attorney

### APPROVAL OF AGENDA

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

### APPOINTMENTS TO BOARDS AND COMMISSIONS

#### Environmental Advisory Commission

Motion was made by Council Member Blackburn and seconded by Council Member Kittrell to appoint Scott Anderson to fill an unexpired term that expires April 2012, replacing Stephen Janowski, who has resigned. Motion carried unanimously.

#### Human Relations Council

Council Member Joyner requested to postpone the appointments.

#### Youth Council

Council Member Glover requested to continue the appointments for the Youth Council.

### ORDINANCE REQUESTED BY EDWARDS COMMUNITY GROUP TO AMEND THE ZONING ORDINANCE TO ESTABLISH A NEW OVERLAY DISTRICT ENTITLED

“URBAN CORE (UC) OVERLAY” AND STANDARDS APPLICABLE WITHIN THE AREA BOUND BY 10<sup>TH</sup> STREET, THE CSXT RAILROAD, 14<sup>TH</sup> STREET, AND GREEN MILL RUN/ECU EASEMENT – ADOPTED

City Manager Wayne Bowers stated that the ordinance requested by Edwards Community Group is to amend the zoning ordinance to establish a new overlay district entitled “Urban Core (UC) Overlay” and standards applicable within the area bounded by 10<sup>th</sup> Street, the CSXT Railroad, 14<sup>th</sup> Street, and Green Mill Run/ECU easement.

Mr. Harry Hamilton, Chief Planner, informed the Council that the purpose of the UC core overlay district and requirements is to allow modification of site specific development standards of the underlying zoning district, which are designed to facilitate development and redevelopment of in-fill sites in a designated area in proximity to the Urban Core. A UC overlay district is defined as an overlay district adopted in conjunction with a CDF, and/or OR underlying general purpose district; wherein, the zoning rights, standards, restrictions and requirements as set forth for the common general purpose district shall extend to the UC overlay. All UC overlay districts shall be restricted to the land area located within the following boundary: south of 10th Street, east of the CSXT Railroad, north of 14th Street, west of the Green Mill Run and the ECU Easement as existing on the date of adoption of the ordinance. No UC overlay district shall be located outside of the designated area.

Chief Planner Hamilton delineated the property of the downtown area zoned CD and explained that within the CD area a variety of residential uses can be developed with limited development standards. Outside the CD areas the only regulations for multi-family development are the suburban residential standards, and those types of standards are designed for green site development only.

The UC boundary area consists of 10<sup>th</sup> Street, the railroad, 14<sup>th</sup> Street and Green Mill Run. Within this area, any property owner could petition for the UC overlay and take advantage of the modified development standards. The future land use plan map, which is a part of the Comprehensive Plan, does not recommend the expansion of the CD districts south of the area. According to this plan, no one would be able to take advantage of modified development standards. The only way to do that is to create a district like the UC overlay and apply the standards in the Code to the specific area.

A UC overlay district shall be established within the designated area upon City Council’s adoption of an individual zoning ordinance, which defines the boundary of the specific UC district. The item would have to go through the Planning and Zoning Commission. If the UC overlay zoning is approved for a specific site, high-density residential development including standard multi-family housing and land use intensity, the residential development located on the site may be subject to the following:

- Reduced street setback (25 feet to 5 feet.)
- Reduced street buffer yard (6 feet or 10 feet to 5 feet)
- Reduced parking space to dwelling separation setback (15 ft to 5 ft.)

All the reductions are done at the option of the property owners and all other zoning and site development requirements will continue to apply as follows:

- No increase in maximum residential density allowed.
- No change in allowable uses for the underlying district.
- No reduction in site, street or screening vegetation.
- No reduction in on-site parking (# spaces).
- No reduction in side or rear setbacks or buffer yards that apply to a site.

The area that is west of Charles Street is within the Center City Planning area and redevelopment sites are encouraged within that area. The area to the east is outside of that area. This proposal does not conflict with any policy or objection of the Center City Revitalization Plan.

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

Mr. Phil Dixon informed the Council that he was representing Edwards Communities Development Company. Mr. Dixon stated that the project that City Council will be considering next occupies less than 10% of the area and will encourage redevelopment and revitalization in this particular area. The site being discussed is the overlay area which is bound by Tenth Street, the CSXT Railroad, 14<sup>th</sup> Street and Green Mill Run/ECU easement. There is a need for more student housing on campus, but because of money restraints, it is not possible.

Mr. Dixon stated that no one envisioned over a hundred years ago that the City of Greenville would have this kind of growth. There are 28 thousand students to date at East Carolina University, and the ideal place to put the students is within the proximity of the University. By amending the zoning ordinance it will allow the developer to redevelop space near the urban core of downtown. One of the nicest things that can be done is to tear the existing building down and come back with something much better. The proposed development will involve 3 tracts of land. This project is a 34 to 40 million dollar investment and it is an ideal area for student housing.

There were 319 police calls in the last 4 months. There have been gun shots, armed robbery, one rape and one murder in this area. The Green Mill Run apartments and Kings Arms Apartments have a total of 215 units plus 4 houses will be included in the area where this project will be developed.

The Edwards Community Group will replace the 215 apartments and 4 houses with 252 units. There have been discussions with the neighborhood and Edwards Community Group has tried to address the neighborhoods' concerns. The Comprehensive Plan for the City of Greenville recommends that CD zoning extend only as far as 10<sup>th</sup> Street, which is a setback. The project will involve 8 buildings with 7 different styles.

Mr. James Robinson a resident of Rocksprings spoke on behalf of the residents and stated that the residents have never been against this concept. Everyone understands that it is best use for the land. It is great for the University and the tax base for Greenville but the project needs to be



done in a way that takes into consideration the concerns of the neighbors. Mr. Robinson stated that the Edwards Group has been very open, and they have answered all of the neighbors' questions satisfactorily and the Edwards Group is willing to take care of the wet lands as they have committed to do.

Melisa Tilley, a resident in the Glen Arthur neighborhood stated that she lived on 13<sup>th</sup> Street and the neighborhood has been dealing with repercussions at Kings Arms for some time. No one can imagine how much impact this has had on the neighborhood and the quality of life in the neighborhood. The neighborhood is very excited about this project and hopes the City will get behind the project.

Mr. Steve Simonetti introduced himself as the project manager and was very excited about the opportunity to do business with Greenville and ECU.

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

Motion was made by Council Member Mercer and seconded by Council Member Glover to approve the UC overlay and standards applicable within the area bound by 10<sup>th</sup> Street, the CSXT Railroad, 14<sup>th</sup> Street, and Greenville Mill Run/ECU easement. Motion carried unanimously.

ORDINANCE REQUESTED BY EDWARDS COMMUNITIES DEVELOPMENT COMPANY TO REZONE 16.14 ACRES LOCATED ALONG THE EASTERN RIGHT-OF-WAY OF CHARLES BOULEVARD, BETWEEN TENTH AND FOURTEENTH STREETS, AND WEST OF ROCK SPRING SUBDIVISION, FROM OR TO OR-UC OFFICE RESIDENTIAL WITH A UC OVERLAY – ADOPTED

City Manager Bowers reported that a notice of public hearing was published in The Daily Reflector on February 22 and March 1, 2010 setting this time, date and place for a public hearing to consider a request by the Edwards Communities Development Company to rezone 16.14 acres located along the eastern right-of-way of Charles Boulevard, between 10<sup>th</sup> and 14<sup>th</sup> streets, and west of Rock Springs Subdivision, from OR to OR-UC with a UC overlay.

Planner Chantae Gooby stated that the rezoning request was to add an UC overlay to the existing zoning. The overlay reduces setbacks, but does not affect the density. The property is centrally located in the City along Charles Boulevard, between 10<sup>th</sup> and 14<sup>th</sup> Streets and west of Rock Springs Subdivision. Currently, the subject property contains King's Arms Apartments, Green Mill Run Apartments, the Masonic Lodge and four single-family homes. Planner Gooby further stated that the area contains a variety of uses. There is a commercial node at the intersection of Charles Boulevard and 14<sup>th</sup> Street. No traffic report was generated because the overlay does not affect the density. Staff anticipates the site will be cleared of the current buildings and be redeveloped. The Future Land Use Plan Map recommends commercial at the northeast corner of the intersection of Charles Boulevard and East 14<sup>th</sup> Street with office/institutional/multi-family in the interior areas. The Future Land Use Plan Map also recommends conservation/open space along Green Mill Run. In staff's opinion, this request is in compliance with Horizon's: Greenville's Community Plan and the Future Land Use Plan Map.

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

Mr. Phil Dixon shared positive letters from the neighborhoods and stated that the proposed project will be very nice. The area by the Masonic Temple will be made more accessible and there is a riparian buffer that is regulated by the state.

Mr. Mathew Shullman of Rockspring Subdivision stated that his home is the closest to the proposed project and that there were many issues raised regarding the development. Mr. Shullman said he was ready to jump through the hoops and hopes it is a good project. There have been some issues along the way that have been troublesome to a number of the residents in the Rock Spring area, but as a group, the subdivision has met together and have spoken with Mr. Simonetti and are looking forward to dealing with some of the issues in a constructive way through conclusion.

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

Motion was made by Council Member Mercer and seconded by Council Member Blackburn to adopt the ordinance to rezone 16.14 acres located along the eastern right of way of Charles Boulevard, between 10<sup>th</sup> and 14<sup>th</sup> Streets, and west of Rock Spring Subdivision, from OR to OR-UC with a UC overlay. Motion carried unanimously. (Ordinance No. 10-20)

ORDINANCE REQUESTED BY DONNIE EAKES TO REZONE 0.6466 ACRES LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF AIRPORT ROAD AND OLD RIVER ROAD FROM IU TO CH – ADOPTED

City Manager Bowers reported that a notice of public hearing was published in The Daily Reflector on February 22 and March 1, 2010 setting this time, date and place for a public hearing to consider a request by Donnie Eakes to rezone 0.6466 acres located at the southeast corner of the intersection of Airport Road and Old River Road from IU to CH.

Planner Chantae Gooby stated the rezoning is centrally located in the City to the east of Pitt Greenville Airport and south of Airport Road. The property is currently zoned IU and the requested rezoning is for CH. Planner Gooby further stated that the property contains two lots consisting of a building with associated parking on one lot and the other being vacant. The area contains a variety of uses. Most of the property is commercial and there are a couple of vacant lots. The property is located in the 100-year flood plain associated with the Tar River. This property is located in the vicinity of a commercial node and this is where staff would expect commercial property to be located. There is an intermediate focus area located south of Airport Road between Memorial Drive and Greene Street. Due to the size of the property, no traffic report was generated. The property is currently zoned un-offensive industry and the request is for heavy commercial. Ms. Gooby said there is similar zoning in the area. Planner Gooby stated that it was in staff's opinion that this request is in compliance with Horizon's: Greenville's Community Plan and the Future Land Use Plan Map.

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

Motion was made by Council Member Glover and seconded by Council Member Blackburn to approve the ordinance to rezone the southeast corner of the intersection of Airport Road and Old River Road from IU to CH. Motion carried unanimously. (Ordinance No. 10-21)

ORDINANCE REQUESTED BY THOMAS F. TAFT, JR., TO AMEND THE ZONING REGULATIONS TO INCLUDE THE USE ENTITLED "HOTEL, MOTEL, BED AND BREAFAST INN; EXTENDED STAY LODGING" AS A SPEPCIAL USE IN THE CG DISTRICT TABLE OF USES – ADOPTED

Chief Planner Hamilton stated that currently the City has two different types of Hotel/Motel setups. One is limited stay lodging and the other being extended stay lodging. Limited stay lodging is for weekly or daily periods not to exceed thirty continuous days and housekeeping services are provided on a daily basis. Not more than 25% of the units can have a kitchen or cooking facility and they are allowed in a variety of districts. This is a typical hotel/motel type use. There are various districts that allow limited stay lodging, basically in all the commercial and industrial and office areas. Extended stay is weekly or monthly periods not to exceed 90 continuous days. Housekeeping services must be provided on a daily or weekly basis. All units may have kitchen and cooking facilities that is limited to a special use in three of the medical areas and also the industrial districts. It is not a permitted use in any district. A special use permit from the Board of Adjustment is required for extended stay lodging. There have been three extended stay lodging establishments built in the medical area in the last several years. If proposed districts CG are added in, then you can see it does expand the areas within which extended stay which would likely occur mainly along Greenville Boulevard and to the south on Fire Tower Road.

Chief Planner Hamilton informed the Council that staff had no objections and that Debbie Vargas with the Convention and Visitors Bureau has been contacted and she had no objections. Chief Planner Hamilton informed the Council that extended stay lodging is a good option especially where there is a lot of construction. There are a lot of people in Greenville who are associated in construction, especially in the medical area, and they need to have a place to stay for several months at a time, and this is a good option opposed to a standard hotel room. There are also people who have fellowships with the university and the medical campus that need a place to stay, and this request provides such a use.

Council Member Kittrell stated that he had a conflict and needed to be excused from voting.

Motion was made by Council Member Joyner and seconded by Council Member Blackburn to excuse Council Member Kittrell from voting. Motion carried unanimously.

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

Brian Fagundus stated that he was available to answer questions on behalf of the petitioner.

Motion was made by Council Member Joyner and seconded by Council Member Glover to amend the zoning regulations to include the use entitled "Hotel, Motel, Bed and Breakfast Inn; extended stay lodging as a special use in the CG district table of uses. (Ordinance No. 10-22)

ORDINANCE DIRECTING THE ENFORCEMENT OFFICER TO REMOVE OR DEMOLISH THE NONRESIDENTIAL BUILDING OR STRUCTURE LOCATED AT 1901 CHESTNUT STREET

Public Works Director Wes Anderson stated that the nonresidential building at 1901 Chestnut Street was found to be out of compliance with the non-residential Building or Structure Code for the City of Greenville. The initial Notice of Violation and hearing was sent by certified mail on April 14, 2009 to the property owner informing the owner of the non-residential structure violations cited by the Enforcement Officer. A hearing was held, and Mr. Jesus Gonzales was notified of the violations and of the remedies necessary to bring the structure into compliance. Since that time, the owner has had an architectural/engineering firm evaluate the structure and provide engineered data for the existing structural components. A building permit to install a new roof, repair block walls, and install windows has been issued; however, no inspections have been requested since the permit was obtained. The owner has not performed all measures needed to repair or demolish the structure located at 1901 Chestnut Street within the time established by the enforcement officer pursuant to the enforcement action of the non-residential Building or Structure Code for the City of Greenville.

The current tax value on the property is \$31,514 (the building value is \$19,484; and land value is \$10, 850; and other notables are \$1,180). The City estimated that the cost to repair the property is in excess of \$30,000. Since the estimated cost of repairs is over 50% of the value of the building, the appropriate action by the City is to demolish the property.

Public Works Director Anderson further stated that there had been three weeded lot nuisance violations occurring once each year in 2007, 2008 and 2009. The owners' actions to date are as follows:

- Owner has obtained repair to permit to:
  - Repair metal trusses and install roof
  - complete enclosure of block work
  - Paint Structure
- Work done to date
  - Hired architect and engineer to evaluate
  - Trusses have been modified per evaluation

The estimated cost of repair is more than 50% of the tax value therefore:

- Abate by demolition
- Estimated demolition cost \$15,000

(includes asbestos testing)

Staff recommended that Council continue the matter for 60 days and staff will monitor the progress.

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

Carlos Gonzales stated that he and his father, Jesus Gonzales have been working hard to make the changes to the building and have received permits to complete the work.

Public Works Director Anderson informed the Council that the Gonzales have been given a copy of the City's intentions today, and if they follow the engineer's recommendation, they will be fine. Based on their plan they should have all the block work done and the major exterior work done with the rest of the work remaining after that will be the roof. Public Works Director Anderson stated that their intentions are doable and after the 60 days staff will monitor the building making sure they meet the milestone.

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

Motion was made by Mayor Pro-Tem Kittrell and seconded by Council Member Joyner to continue the recommendation for 60 days. Motion carried unanimously.

#### PUBLIC COMMENT PERIOD

Mr. Scott Hucks of 103 Nichols Drive in Eastwood Subdivision stated that they have a tremendous problem regarding erosion of a ditch or stream that has been caused by stormwater drainage and runoff coming from the Eastwood Subdivision. Mr. Hucks stated that he is concerned about the erosion because there is a small pipe coming from the street where water from the whole Eastwood Subdivision is coming into a ditch area and it is not able to hold all the stormwater drainage. The drainage has caused their neighbor to have to spend thousands of dollars to get their house jacked up and then anchored down. There is a safety concern regarding a tree in the neighbor's yard that is leaning way over and when the tree falls it will take down power lines. There is also a storage shed in the Huck's yard and at one time it was 10 feet away from the ditch and now it is cutting underneath the edge of the barn and Mr. Hucks is afraid that the barn is going to collapse into the ditch. Mr. Hucks stated that he hopes the Council will look at their problems and see if anything can be done because he is concerned about the land values going down.

#### RESOLUTION APPROVING A LEASE AGREEMENT WITH VIETNAM VETERANS OF AMERICA, GEORGE R. SEMICK CHAPTER #272, FOR PROPERTY LOCATED AT 2805 EAST SECOND STREET KNOWN AS THE OLD POLICE HUT – ADOPTED

City Attorney Holec stated that the Vietnam Veterans of America have been leasing the Old Police Hut at 2805 East Second Street since 1991. The Veterans use the building for its meetings and activities, and also allows other groups to use it for meetings and functions. Annual lease

payment is \$1.00. The Veterans are responsible for all repairs and maintenance and utility expense. The Veterans have requested that the lease be extended. The proposed lease is for a five year period, basically with the same terms as the previous lease option for the Veterans to continue to lease for another five years. This has been considered as a good use of the building which provides the site for community meetings and functions. Required notice of the intent to authorize a lease has been published. There is a resolution included with the agenda materials which would approve the lease agreement. Staff's recommendation to Council is to adopt the resolution which approves the Lease.

Motion was made by Council Member Blackburn and seconded by Council Member Glover to adopt the resolution approving a lease agreement with Vietnam Veterans of America, George F. Semick chapter #272, for property located at 2805 East Second Street known as the Old Police Hut. Motion carried unanimously. (Resolution No. 10-21)

#### COMMENTS FROM MAYOR AND CITY COUNCIL

The Council Members made general comments about upcoming and past events.

#### CITY MANAGER'S REPORT

Council Member Mercer asked if staff would go out and look at the area in Eastwood Subdivision which was addressed during the Public Comment period to make sure there is not any danger to anyone.

City Manager Bowers stated that someone would go out and take a look immediately, and a written report will be provided to the City Council. Council Member Joyner asked if the problem is from water run-off and if it is the City's responsibility. City Manager Bowers replied that it probably fitted in the category of the streams that were discussed at the last meeting. Stream restoration would not be the City's responsibility. City Attorney Holec stated that unless the Council accepts the stream as part of the City's system and accepts the additional responsibilities, it would not be the City's responsibility.

City Manager Bowers informed the Council that because there is City water involved in this particular stream, the City would take limited action. That is why we are taking a look at the stream and giving a report. Mayor Pro-Tem Kittrell stated that one key component is that whether it is a stream or a ditch, which would be a huge difference. The City manages ditches all over the City that were designed to drain subdivisions. Public Works Director Anderson informed the Council that in this particular case, based on the maps, it is a jurisdictional stream.

Council Member Glover stated that the Council needs to look at where the City has stormwater management because the citizens are being taxed for stormwater drain-off.

Council Member Mercer stated that he would like for this Council to look at the option of four year terms for the City Council Members. He stated that historically, it has been a decade since

this question has been looked into. The length of the terms are not related to redistricting, but it looks like a good time to discuss some of the issues. There are a lot of possibilities to consider.

Motion was made by Council Member Mercer and seconded by Council Member Glover for staff to give a report on the process and the options with regards to the length of terms and a report on what other cities are doing and options regarding staggered terms. Motion carried unanimously.

City Manager Bowers stated that the next meeting would be March 22, 2010 at 6:00 p.m. and will provide the goals and objectives and action items for Council's consideration.

ADJOURNMENT

Motion was made by Council Member Mercer and seconded by Council Member Glover to adjourn the meeting at 8:30 p.m. Motion carried unanimously.

Respectfully submitted,

Patricia A. Sugg, CMC  
Deputy City Clerk

## MINUTES PROPOSED FOR ADOPTION BY CITY COUNCIL

Greenville, NC  
March 22, 2010

The Greenville City Council met in a regular meeting on the above date at 6:00 PM in the City Council Chambers, third floor of City Hall, with Mayor Patricia C. Dunn presiding. The meeting was called to order, followed by the invocation by Council Member Smith, and the pledge of allegiance to the flag led by Boy Scout Troop #9 from Covenant Church. The following were present.

Mayor Patricia C. Dunn  
Mayor Pro-Tem Bryant Kittrell  
Council Member Marion Blackburn  
Council Member Rose H. Glover  
Council Member Max R. Joyner, Jr.  
Council Member Calvin Mercer  
Council Member Kandie Smith  
Wayne Bowers, City Manager  
Wanda T. Elks, City Clerk  
David A. Holec, City Attorney

### APPROVAL OF AGENDA

City Manager Wayne Bowers announced that the series resolution for the Greenville Utilities Commission's solar powered mixing system for the Eastside Water Tank Rehabilitation Project needed to be removed from the consent agenda and placed under New Business because of a requirement that the title of the ordinance be read.

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

### CONSENT AGENDA

The items listed under the consent agenda included:

1. Acceptance of property located at 1509 A and B Fleming Street
2. Contract award and appropriation of contingency funds for emergency repairs at Fire/Rescue Station 4 (Contract No. 1847)
3. Lease agreement for parking spaces adjacent to GUC Express on Greenville Boulevard (Contract No. 1848)
4. Resolution abandoning a Greenville Utilities Commission sewer easement at the Courtyard by Marriott on Stantonsburg Road (Resolution No. 10-22)
5. Ordinance establishing a water capital project budget for Greenville Utilities Commission's Water Distribution System Master Plan (Ordinance No. 10-23)



Motion was made by Council Member Kittrell and seconded by Council Member Joyner to approve the items under the consent agenda. Motion carried unanimously.

SERIES RESOLUTION FOR GREENVILLE UTILITIES COMMISSION'S SOLAR POWERED MIXING SYSTEM FOR THE EASTSIDE WATER TANK REHABILITATION PROJECT - ADOPTED

City Manager Wayne Bowers introduced the series resolution authorizing the incurrence of additional indebtedness evidenced by a State revolving loan fund program note of up to \$48,982 pursuant to the provisions of Section 216 of the bond order adopted by the City Council on August 11, 1994, amended and restated as of April 13, 2000, a copy of which had been provided to each Council Member, and which was read by its title.

Motion was made by Council Member Joyner and seconded by Council Member Blackburn to adopt the series resolution authorizing the incurrence of additional indebtedness evidenced by a State revolving loan fund program note of up to \$48,982 pursuant to the provisions of Section 216 of the bond order adopted by the City Council on August 11, 1994, amended and restated as of April 13, 2000. Motion carried unanimously. (Resolution No. 10-23)

MAINTENANCE RESPONSIBILITIES FOR COMMON STORMWATER FACILITIES

City Manager Bowers reminded the Council that this item was originally scheduled for the January 29, 2010 planning session; however, because of the snowstorm, it was postponed until tonight's meeting. Background information is being provided to Council in order for policy guidance to be provided by the Council.

Director of Public Works Wes Anderson introduced the subject, informing the Council that the current stormwater regulations meet all state and federal regulations; however, there have been some issues regarding stormwater management and best management practices (BMPs) facilities owned by homeowners associations.

City Engineer David Brown reminded the Council that runoff from city-owned streets is termed "city water". He stated that the issue is that the maintenance responsibilities on BMPs that carry city water are located on a common lot and serve multiple properties. This does not address stormwater detention facilities constructed before September 2004 or BMPs on private property. The State rule identifies the requirement that all local governments in the Tar-Pamlico River Basin develop a program to ensure maintenance of BMPs. Greenville's current Stormwater Management Control Ordinance and Stormwater Management Program identify the following maintenance components:

- BMP Operation and Maintenance Agreement
- Approved maintenance plan
- Maintenance performed as identified in plan and as needed
- Maintenance includes maintaining access at inlet/outlet, BMP itself and access to BMP
- Annual report be submitted by the owner and prepared by a "qualified professional"
- Inspected annually by the City

The BMP operation and maintenance agreement must be signed by the property owner before the first certificate of occupancy is issued. It must be recorded at the Pitt County Register of Deeds office, and it automatically transfers to the property owner's successors and assigns Homeowners Association (HOAs). Typical maintenance plans for BMPs include emergency maintenance, debris and litter removal, sediment removal and disposal, stability and erosion control, maintenance of outlet structures, vegetation maintenance, maintenance of ecosystem, and insect control. For educational purposes, "A Citizen's Guide to Maintaining Stormwater Best Management Practices" is mailed out to the responsible party signing the BMP Operation and Maintenance Agreement with a copy of the recorded agreement. It is mailed again 30 days before the annual inspection. The booklet highlights types of BMPs and general maintenance activities, inspections, estimated maintenance costs, and pollution prevention. Workshops are conducted where local engineers and developers are presented with statistics on development trends and enforcement actions. In addition, they are invited to discuss design and process updates and present staff with any concerns or issues. Staff will meet on site to discuss concerns related to specific projects as requested. The enforcement procedures per the ordinance include having a letter mailed to the property owner giving 90 days to make corrections. At the owner's request or when the 90 days expires, the BMP is re-inspected. If the corrections have not been made, the Public Works Director may direct City employees or contractors to perform necessary maintenance. The property owner has 30 days to remit payment for the work performed. With the civil penalty, the City has the authority to charge a civil penalty of up to \$250 per violation per day. Under the criminal penalty, it is a misdemeanor, with a fine not to exceed \$500 or imprisonment for not longer than 30 days. Communities with long established stormwater programs have experienced maintenance issues. Those communities include Durham, Charlotte, Fayetteville, and Winston-Salem.

City Engineer Brown informed the Council that all BMPs require routine and non-routine functional maintenance. Routine maintenance includes mowing, weed control, debris removal, etc. Non-routine/functional maintenance is sediment removal, repair or replace outlet, etc. There are currently 156 neighborhood associations, of which 60 are active. Based on historical data, the City will approve final construction of seven BMPs annually that meet the criteria. There are currently 30 constructed BMPs that meet the criteria. The City will be modifying the BMP operations and maintenance agreement eliminating the automatic transfer. In coming up with the options, staff assumes that State and Federal regulations will remain consistent. Routine maintenance should be performed every year. Non-routine maintenance should be performed every other year. Non-routine/functional maintenance should be performed every 10 years. Options determined to not be viable include doing nothing (there is no mechanism to collect the expended funds); have the developer maintain the BMP (bankruptcy, disbanding of LLC, and cost would keep this from being a viable option); the HOA maintaining the BMP (the possibility of the HOA maintaining the BMP becoming defunct and the cost would keep this from being a viable option); and the City maintaining the BMP (the liability and cost would keep this from being a viable option). Options include:

Shared Responsibility. The Homeowners Association would provide routine maintenance such as mowing, weed control, debris removal, and small erosion problems. The City would provide non-routine/functional maintenance such as sediment removal, filtration soil replacement, repair or replace outlet, and complete replanting.

Current Program with Modifications to the Ordinance. Staff would modify the ordinance to allow the City to place a lien on all properties that are party to the BMP agreement in cases where the expended funds are not paid back. The pros to this would be that there are no cost increases because the developer and HOA would pay, and there is no liability for the City. The cons would be the staff time involved in the process, the City potentially having to front the cost of maintenance, the City not being able to make improvements to the BMP, and there being no assurance that the BMP gets established.

Requiring a maintenance bond. The maintenance bond would be established by the developer, who would maintain the BMPs for the life of the bond. When the bond expires, the BMPs would be transferred and either the HOA, City, or both would take over maintenance. The pros are the assurance that the BMP gets established, improvements could be made to the BMP, and it would remove some of the conflict. The cons would be the costs (developer, HOA, and City), some amount of liability, and staff time required to manage contracts.

Escrow account and HOA takes responsibility. When the HOA is created, the BMP would be transferred and an escrow account would be initiated by the developer. The HOA would contribute annually and utilize the account for maintaining the BMP. The pros are that there would be no cost or liability to the City and it would remove some of the conflict. The cons are the costs (developer, HOA), no assurance that the BMP gets established, and if the HOA stops contributing it would be back to the existing program.

Hybrid approach. The hybrid approach would require a modification of the ordinance. The developer would maintain the BMPs and establish a maintenance bond for a specified amount of time. When the bond expires, the developer would establish and initially fund an escrow account and the HOA would contribute annually. The BMP would be transferred and the HOA would perform the maintenance utilizing the escrow account. The pros to this are that there would be no cost or liability to the City, it would remove some of the conflict, and the assurance that the BMP gets established. The cons would be the cost (developer, HOA), improvements could not be made to the BMP, the staff time involved in the process, and the City would potentially front the cost of maintenance.

City Engineer Brown stated that the staff recommendation is for the City to adopt a hybrid approach, which would allow three things to be accomplished—not increasing the utility fee, acceptance of no liability for the BMP, and removing some of the conflict by ensuring the BMP is established and by inspecting the BMP and educating the HOA before the BMP is transferred.

Mayor Dunn summarized Mr. Brown's comments by stating that in 2004, in response to State and Federal Mandates, the City put in place a mechanism for handling stormwater, with the idea being that the earth becomes a filtering system. If it is slow, it reduces the amount of pollutants going into the surface water. Staff is saying that some cities with comparable policies are encountering difficulty if the HOA goes bankrupt or something else. This is a water quality issue, and the Council had to pass a policy in 2004 to reduce pollutants. The current policy is the one that was developed. What the City adopted is working now but other cities may be encountering problems. Staff is suggesting to the Council options for what to do if the current stormwater policy does not suffice in the future.

City Engineer Brown informed the Council that staff wants direction on how the Council wants to proceed on this matter. The cities with policies older than Greenville's have been the guinea pigs and have had to make adjustments. Not all cities are doing the same thing. The options provided contain bits and pieces of what staff pooled from the policies of other cities to put together what staff thinks will work. The suggestions only address residential properties, because there are typically more property owners for residential properties in a certain area than there are for commercial properties.

Concern was expressed by some Council Members about this only involving residential property. It was expressed that commercial properties need to be included as well.

Concern was expressed about the approximately \$2.8 million per year that is currently being collected for stormwater fees not being sufficient to pay for the service and developers and residents possibly being asked to pay more in addition to losing their land. Staff was asked what the money is currently paying for, and Mr. Brown informed them that funds received are distributed in different ways, one being for operational costs (personnel and equipment used for maintenance of ditches, etc. that the City maintains). The frequency of the work has increased since the stormwater fee has been implemented. Various repairs are now done on infrastructure. Also, there are four additional personnel in the Street Division that do stormwater utility work. Additional costs that may be required would be dependent on what option the Council chooses to go with. If the City undertakes the responsibility, it will be looking at an increase in manpower, vehicles, labor, etc., which the City doesn't currently have the resources to undertake.

Staff was asked to provide information on what the four cities mentioned by Mr. Brown are doing, which city is doing it best, how long the developers are setting the bond up for, and the cost.

Concern was expressed by the Council about neighborhood associations and/or homeowners associations being required to assume responsibilities for the stormwater.

City Engineer Brown was asked if this would be retroactive to 2004, and he indicated that it would not be. Many developments are already in place with a BMP, and it would not be possible to go back to those to make them retroactive. The stormwater fee was implemented on July 1, 2003, when the City started the collection based on the utility.

Discussion occurred about the fact that an engineer having to sign off on the inspection process increases the cost. Staff was informed that NC State University has a course that certifies people to do the inspections. This could dramatically reduce the cost. Mr. Brown stated that course is not recognized by the State, and it is not State certified. Staff was asked to check to see if the use of an engineer was a State requirement.

Staff was asked to check with the City of Wilmington to see how it handles the situation and with Heather Deck with the Pamlico-Tar River Foundation to get her feelings on this issue.

Mayor Dunn stated that Greenville is a low area, with streams changing, widening and going in different directions. The City has challenges to meet, including meeting federal and state guidelines. It will continue to be a challenge. Stormwater is being managed better today than it

was when she came to Greenville. She summarized the requests of Council by asking that the staff provide additional information from the five cities (Durham, Charlotte, Fayetteville, Winston-Salem, and Wilmington) and report the kinds of things they do to manage the stormwater.

Staff was further asked to provide a breakdown on how stormwater fees were spent in 2009, money spent for management that didn't have anything to do with stormwater, etc. and provide it to Council.

City Manager Bowers stated that staff will prepare a report that includes all that information to the Council in April.

#### CITY OF GREENVILLE 2010-2011 GOALS – APPROVED

City Manager Bowers stated that since February 22, 2010, staff has taken the goals and objectives suggested by staff and produced a document containing 69 objectives and 185 action items. The process will be that once Council approves them, they will become the goals as opposed to the proposed goals. Council will later be provided six month and twelve month status reports. Staff is open to questions and comments.

Council thanked the staff for the work put into putting together the document.

The following changes were made to the document that was provided to Council.

Motion was made by Council Member Blackburn and seconded by Council Member Joyner to move Goal #10 (Promote Sound Environmental Policies) to Goal #8 and to move the original Goal #8 (Enhance Cultural and Recreational Opportunities) to Goal #9 and the original Goal #9 (Enhance Understanding and Increase Broader Citizen Participation in City Government) to Goal #10. Motion carried unanimously.

Motion was made by Council Member Joyner and seconded by Council Member Glover to add as Goal #8, Objective J, "All residential projects in which the City participates will as a minimum meet E-300 program energy standards" and to add as an action item, "insure that any residential project built by the City or in which the City participates in any manner as a minimum meets GUC's E-300 standards". Motion carried unanimously.

Motion was made by Council Member Mercer and seconded by Council Member Joyner to change Goal #6 to read, "Plan for high quality, sustainable growth". Motion carried unanimously.

Motion was made by Council Member Mercer and seconded by Council Member Joyner to change Goal #2, Objective C, to "Develop strategies to make Greenville a gateway city for the emerging ecotourism and other sustainable tourism from I-95 to the coast." And to change the word ecotourism in all action items under the objective to "ecotourism and other sustainable tourism", meaning that Action Item #1 would be "Invite an expert on ecotourism and other sustainable tourism to make a presentation to the City Council", Action Item #2 would be "Coordinate with the East Carolina University Sustainable Tourism Program, North Carolina's

Eastern Region, North Carolina's Northeast Commission, and other partners to develop ecotourism and other sustainable tourism in the region", Action Item #3 would be "Coordinate with the Convention and Visitors Bureau to include ecotourism and other sustainable tourism in marketing campaigns", Action Item #4 would be "Seek grant funding for any ecotourism and other sustainable tourism infrastructure needs", and Action Item #5 would be "Consider incorporating ecotourism and other sustainable tourism references and practices in the Town Common Master Plan and the Redevelopment Commission's 2010-2011 Annual Work Plan". Motion carried unanimously.

Motion was made by Council Member Joyner and seconded by Council Member Glover to eliminate Goal 1, Objective D, Action Item #1, "Examine the possibility of establishing additional police substations", to move Action Item #2, "Evaluate the temporary use of apartments or houses made available by landlords in high crime areas", to Action item #1, and to move the original Action Item #3, Complete acquisition of Mobile Command/Community Policing Unit", to Action Item #2. Motion carried unanimously.

Motion was made by Council Member Kittrell and seconded by Council Member Joyner to approve the goals as modified. Motion carried unanimously. Those goals, objectives and action items read as follows:

"COPY"

NOTE: Due to current economic conditions, the City Council indicates an awareness of budgetary constraints that impact all goals and is prepared to make adjustments as necessary based on financial impacts.

1. Goal: Promote a Safe Community

A. Objective: Continue to support community policing

Action Item #1: Continue support of Police Community Relations Committee meetings to be held throughout the five City Council districts  
Responsibility: Police Department  
Timeframe: December 2010  
Fiscal Note: No direct cost

Action Item #2: Expand the Citizens on Patrol Program  
Responsibility: Police Department  
Timeframe: June 2010  
Fiscal Note: \$2,000

Action Item #3: Continue support of Citizens United Against Violence (CUAV)  
Responsibility: Police Department  
Timeframe: Ongoing  
Fiscal Note: Grant and other funds included in Police Department budget

Action Item #4: Provide staff support for the Special Task Force on Public Safety  
Responsibility: Police Department  
Timeframe: March 2011  
Fiscal Note: No direct cost

Action Item #5: Evaluate and develop an implementation strategy for the recommendations of the Special Task Force on Public Safety  
Responsibility: Police Department  
Timeframe: June 2011  
Fiscal Note: To be determined

B. Objective: Continue and expand crime prevention activities for youth

Action Item #1: Research possibility of establishing a site for a facility to expand current enrollment and activities/programs of the Greenville Police Athletic League (PAL)  
Responsibility: Police Department  
Timeframe: September 2010  
Fiscal Note: No direct cost to conduct research

Action Item #2: Insure that the existing PAL after-school, summer, and spring break programs have maximum enrollment  
Responsibility: Recreation and Parks, and Police Departments  
Timeframe: Ongoing  
Fiscal note: PAL funding of \$105,000 contained in Police Department operating budget

Action Item #3: Through aggressive recruitment, increase the number of youth participating in the Police Explorer (Boy Scouts) Program  
Responsibility: Police Department  
Timeframe: September 2010  
Fiscal Note: Funds available in Police Department operating budget

Action Item #4: Partner with the Public Works Department and the Police Athletic League's After-school Program to promote environmental education as part of a "green city" initiative  
Responsibility: Police Department  
Timeframe: September 2010  
Fiscal Note: Limited direct costs

Action Item #5: Develop an after-school program that promotes parent and child development as one  
Responsibility: Police Department  
Timeframe: September 2010  
Fiscal Note: To be determined

C. Objective: Continue to strengthen partnerships between the Police Department and the Pitt County School System

Action Item #1: Continue partnerships with Pitt County Schools truancy prevention programs

Responsibility: Police Department

Timeframe: September 2010

Fiscal Note: Funds included in Police Department budget

Action Item #2: Continue support of the Student Success Academy with the United Way of Pitt County, Pitt County School System, Greenville Police Department, and other partners

Responsibility: Police Department

Timeframe: August 2010

Fiscal Note: Minimal direct cost

Action Item #3: Continue the highly successful drop-out prevention program Turning Around for Success that is grant funded by the North Carolina General Assembly Committee on Dropout Prevention

Responsibility: Police Department

Timeframe: October 2010

Fiscal Note: Grant funded

D. Objective: Explore police substations in high crime areas

Action Item #1: Evaluate the temporary use of apartments or houses made available by landlords in high crime areas

Responsibility: Police Department

Timeframe: Ongoing

Fiscal Note: To be determined on a case by case basis

Action Item #2: Complete acquisition of Mobile Command/Community Policing Unit

Responsibility: Police Department

Timeframe: July 2010

Fiscal Note: \$165,000

E. Objective: Create jobs and housing opportunities for adult/youth re-entering the community from the correctional system

Action Item #1: Through the activities of the Pitt County Re-Entry Program coordinate efforts with activities at the Lucille W. Gorham Intergenerational Center

Responsibility: Police Department

Timeframe: August 2010

Fiscal Note: Grant Funded



Action Item #2: Continue partnership with the Public Works Department, Recreation and Parks Department, Pitt County, non-profit agencies, and Probation and Parole to identify entry-level job opportunities for non-violent offenders who are re-entering the community from the correctional system  
Responsibility: Police Department  
Timeframe: August 2010  
Fiscal Note: Grant funded

Action Item #3: Partner with the Community Development Department, Department of Social Services, Greenville Housing Authority, and non-profit agencies to explore transitional housing opportunities for non-violent offenders who are re-entering the community from the correctional system  
Responsibility: Police and Community Development Departments  
Timeframe: October 2010  
Fiscal Note: Grant funded

F. Objective: Address problems created by gang activity

Action Item #1: Continue to partner with federal, state, and local law enforcement agencies to target gang activity  
Responsibility: Police Department  
Timeframe: Ongoing  
Fiscal Note: Funds included in Police Department budget

Action Item #2: Continue support of the Police Department Gang Unit financially and educationally through training, equipment, and other resources as determined necessary  
Responsibility: Police Department  
Timeframe: Ongoing  
Fiscal Note: Current operation included in Police Department budget

G. Objective: Provide effective service to our community in the event of a natural, man-made, or other type of disaster

Action Item #1: Conduct at least one activation of the City's Emergency Operations Center at a Level 2 status via an event or exercise  
Responsibility: Fire-Rescue Department  
Timeframe: June 2010  
Fiscal Note: \$500

Action Item #2: Search for funding avenues for improvements to or replacement of the City Emergency Operations Center through The Ferguson Group and other sources  
Responsibility: Fire-Rescue Department

Timeframe: Application for a \$600,000 earmark was submitted on February 14, 2010. Application for an additional \$750,000 earmark was submitted in January 2010

Fiscal Note: The \$600,000 earmark will require a \$200,000 City match and the \$750,000 earmark will require a 25% City match

H. Objective: Increase public education and awareness of ways to prevent crime; and work to eliminate crime by insuring accurate perception and making citizens aware of successes

Action Item #1: Develop strategies to improve public perception as it relates to crime and quality of life

Responsibility: Police Department

Timeframe: July 2010

Fiscal Note: To be determined

Action Item #2: Work with the City's Public Information Office to develop regular segments entitled "Police Beat" focused on providing citizens with important information as it relates to crime and prevention in their communities

Responsibility: Police Department and Public Information Office

Timeframe: December 2010

Fiscal Note: Limited direct costs

Action Item #3: Produce regular "cityscene" episodes focusing on crime prevention and other important issues as they relate to crime and quality of life issues

Responsibility: Police Department and Public Information Office

Timeframe: Ongoing

Fiscal Note: To be determined

Action Item #4: Explore the use of Twitter or other social networks by Area Commanders as tool to improve communications with citizens in their assigned areas

Responsibility: Police Department and Public Information Office

Timeframe: September 2010

Fiscal Note: To be determined

I. Objective: Aggressively expand neighborhood crime prevention programs

Action Item #1: Continue partnership with the Neighborhood Liaison in the Community Development Department to identify and develop neighborhood plans to improve the quality of life

Responsibility: Police and Community Development Departments

Timeframe: August 2010

Fiscal Note: No direct cost

Action Item #2: Increase the number of active neighborhood crime watch programs by 10%

Responsibility: Police Department

Timeframe: February 2011

Fiscal Note: No direct cost

Action Item #3: Develop Code Enforcement Demolition Guide that outlines procedures for the repair or demolition of properties that are not in compliance with the minimum housing standards

Responsibility: Police Department

Timeframe: May 2010

Fiscal Note: No direct cost

J. Objective: Participate in the Bright and Safe Initiative

Action Item #1: Research the Bright and Safe Initiative

Responsibility: Police and Public Works Departments

Timeframe: June 2010

Fiscal Note: No direct cost to conduct research

Action Item #2: Develop standards for street illumination levels along City and State streets in coordination with City's stakeholders

Responsibility: Public Works Department

Timeframe: July 2010

Fiscal Note: No direct cost

Action Item #3: Explore methods of implementing streetlight standards on existing streets approved by the City Council

Responsibility: Public Works Department

Timeframe: September 2010

Fiscal Note: No direct cost

2. Goal: Promote/Strengthen Economic Development Opportunities

A. Objective: Explore ways (including nontraditional approaches) the City can better accomplish/promote economic development

Action Item #1: Survey other cities' approach to economic development

Responsibility: Assistant City Manager

Timeframe: September 2010

Fiscal Note: No direct cost

Action Item #2: Consider new community marketing campaign

Responsibility: Assistant City Manager/Public Information Office

Timeframe: December 2010

Fiscal Note: \$10,000

Action Item #3: Research techniques and opportunities for placement of Greenville on “best of business”, “best small city”, and “best quality of life” lists published by national publications and organizations  
Responsibility: Community Development Department  
Timeframe: July 2010  
Fiscal Note: No direct cost

Action Item #4: Explore branding opportunities for Greenville’s Center City as part Of collaborative efforts with other City of Greenville agencies, the Convention and Visitors Authority, and Chamber of Commerce  
Responsibility: Community Development Department  
Timeframe: December 2010  
Fiscal Note: To be determined

B. Objective: Promote public/private partnerships and nonprofit partnerships for economic development

Action Item #1: Continue working with the Redevelopment Commission to implement the Center City Revitalization Plan including the attraction of businesses and institutions to the downtown area  
Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: Costs to be determined on a project by project basis

Action Item #2: Coordinate with East Carolina University, and local and national developers to bring high quality mixed-use development to the downtown area through the use of public/private partnerships  
Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: Costs to be determined on a project by project basis

Action Item #3: Participate in quarterly City and Town Managers of Pitt County meetings hosted by the Pitt County Development Commission  
Responsibility: City Manager and Assistant City Manager  
Timeframe: Ongoing  
Fiscal Note: No direct cost

C. Objective: Develop strategies to make Greenville a gateway city for the Emerging ecotourism and other sustainable tourism industry from I-95 to the coast

Action Item #1: Invite an expert on ecotourism and other sustainable tourism to make a presentation to the City Council  
Responsibility: City Manager  
Timeframe: June 2010

Fiscal Note: No direct cost

Action Item #2: Coordinate with the East Carolina University Sustainable Tourism Program, North Carolina's Eastern Region, North Carolina's Northeast Commission, and other partners to develop ecotourism and other sustainable tourism in the region

Responsibility: Assistant City Manager

Timeframe: Ongoing

Fiscal Note: No direct cost

Action Item #3: Coordinate with the Convention and Visitors Bureau to include ecotourism and other sustainable tourism in marketing campaigns

Responsibility: Assistant City Manager

Timeframe: Ongoing

Fiscal Note: No direct cost to City

Action Item #4: Seek grant funding for any ecotourism and other sustainable tourism infrastructure needs

Responsibility: City Manager

Timeframe: Ongoing

Fiscal Note: To be determined

Action Item #5: Consider incorporating ecotourism and other sustainable tourism references and practices in the Town Common Master Plan and the Redevelopment Commission's 2010-2011 Annual Work Plan

Responsibility: Assistant City Manager, Recreation and Parks Department, and Community Development Department

Timeframe: June 2010

Fiscal Note: No direct cost

D. Objective: Explore additional ways to use the Tar River

Action Item #1: Identify potential locations for canoe/kayak put-ins and take-outs at key river points

Responsibility: Recreation and Parks Department

Timeframe: November 2010

Fiscal Note: To be determined

Action Item #2: Identify and recommend improvements to provide formalized locations for fishing at the Town Common, along the South Tar River Greenway, and at the Highway 33 property

Responsibility: Recreation and Parks Department

Timeframe: November 2010

Fiscal Note: To be determined

Action Item #3: Identify locations for educational opportunities along the Tar River to interpret the adjacent wetlands and the river's ecosystem to park users  
Responsibility: Recreation and Parks Department  
Timeframe: November 2010  
Fiscal Note: No direct cost

Action Item #4: In collaboration with the East Carolina University Center for Sustainable Tourism; East Carolina University Office of Engagement, Innovation, and Economic Development Office; Pitt County Development Commission, and the Convention and Visitors Bureau study successful efforts of utilizing downtown rivers as an inducement for redevelopment and provide a report to the City Council  
Responsibility: Assistant City Manager  
Timeframe: November 2010  
Fiscal Note: No direct cost

E. Objective: Promote a green economy

Action Item #1: Research the green economy and consult with the Pitt County Development Commission, Pitt Community College Workforce Development, East Carolina University, and North Carolina's Eastern Region to gain a better understanding of what green business opportunities Greenville is situated to pursue  
Responsibility: Assistant City Manager  
Timeframe: August 2010  
Fiscal Note: No direct cost

Action Item #2: Provide a report to the City Council on the green economy along with recommended action steps  
Responsibility: Assistant City Manager  
Timeframe: October 2010  
Fiscal Note: No direct cost

3. Goal: Promote Sustainability and Livability of both Old and New Neighborhoods

A. Objective: Continue to create walkable/bikeable communities

Action Item #1: Develop a bicycle and pedestrian master plan for the Greenville Urban Area  
Responsibility: Public Works Department  
Timeframe: December 2010  
Fiscal Note: Estimated cost is \$150,000, of which the local share is \$25,000

Action Item #2: Provide support to the newly appointed Greenville Bicycle and Pedestrian Commission  
Responsibility: Public Works, and Recreation and Parks Departments  
Timeframe: Ongoing  
Fiscal Note: No direct costs

Action Item #3: Explore the requirements for becoming a recognized Bicycle Friendly Community in conjunction with the Bicycle Friendly Task Force  
Responsibility: Public Works Department  
Timeframe: December 2010  
Fiscal Note: No direct costs

B. Objective: Continue to expand the greenway system

Action Item #1: Consider new approaches to fund alternative methods of transportation (greenways)  
Responsibility: Public Works, and Recreation and Parks Departments  
Timeframe: Continuous  
Fiscal Note: No direct cost

Action Item #2: Complete construction of the South Tar River Greenway Phase 2 Project  
Responsibility: Public Works Department  
Timeframe: October 2010  
Fiscal Note: \$1,500,000 (federal grant)

Action Item #3: Complete redesign of the Green Mill Run Greenway Phase II Project from Charles Boulevard to Evans Park  
Responsibility: Public Works Department  
Timeframe: November 2010  
Fiscal Note: \$1,374,400 (federal grant – 80%); \$343,600 (City match – 20%)

Action Item #4: Determine if sufficient grant funds remain after completing the redesign of Green Mill Run Greenway Phase II Project to proceed with both the construction of this project and the design of the Parkers Creek Greenway Project  
Responsibility: Public Works Department  
Timeframe: December 2010  
Fiscal Note: No direct cost

Action Item #5: Meet regularly with representatives of the Friends of Greenville Greenways (FROGGS)

Responsibility: City Manager, and Community Development,  
Public Works, and Recreation and Parks  
Departments  
Timeframe: Ongoing  
Fiscal Note: No direct cost

C. Objective: Continue and enhance predatory lending programs

Action Item #1: Continue the citizen awareness predatory lending educational program developed in 2009

Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: Limited direct costs

Action Item #2: Organize a Fair Lending Practice Summit targeting first-time homebuyers, churches, nonprofits, neighborhood associations, lending institutions, and college students

Responsibility: Community Development Department  
Timeframe: December 2010  
Fiscal Note: \$1,500

Action Item #3: Contract with a Housing Counseling Agency to provide Financial Literacy workshops

Responsibility: Community Development Department  
Timeframe: October 2010  
Fiscal Note: \$15,000

D. Objective: Continue to promote community gardens

Action Item #1: Continue to solicit interest and participation in community gardens with neighborhood associations, citizens, and groups on City-owned property

Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: \$500

Action Item #2: Establish two community garden projects

Responsibility: Community Development Department  
Timeframe: December 2010  
Fiscal Note: \$3,000

Action Item #3: Update GIS data quarterly to determine which sites are available for lease and those most suitable for community gardening

Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: No direct cost



- Action Item #4: Develop additional marketing tools identifying the allowable uses on flood buyout property including community gardening  
Responsibility: Community Development Department  
Timeframe: October 2010  
Fiscal Note: \$250
- E. Objective: Continue to monitor the implementation of the 10-Year Plan to End Chronic Homelessness in Pitt County
- Action Item #1: Continue participation on the 10-Year Plan to End Chronic Homelessness Board and Management Advisory Team  
Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: No direct cost
- Action Item #2: Provide funding to assist with implementation of SOAR training (SSI/SSDI, Outreach, Access and Recover), a program that strives to access disability benefits for currently homeless people and those at risk of becoming homeless who are living with disabilities  
Responsibility: Community Development Department  
Timeframe: December 2010  
Fiscal Note: \$15,000
- Action Item #3: Provide funding to coordinate a “Project Homeless Connect”, which is a one-day event to connect homeless individuals and families with services and support  
Responsibility: Community Development Department  
Timeframe: October 2010  
Fiscal Note: \$15,000
- F. Objective: Review and re-evaluate garbage/trash collection
- Action Item #1: Evaluate additional methods of minimizing the number of residents placing trash items at curbside on other than their assigned day of garbage service  
Responsibility: Public Works Department  
Timeframe: August 2010  
Fiscal Note: No direct costs
- Action Item #2: Evaluate alternatives in conjunction with Code Enforcement to improve removal of trash from vacant and commercial property and Removal of material from residential property that the City does not collect  
Responsibility: Public Works Department  
Timeframe: August 2010  
Fiscal Note: No direct cost

G. Objective: Preserve historic homes and businesses

Action Item #1: Prepare a brochure on available resources to aid in the preservation of historic structures and disseminate to the public including placing on the City's website  
Responsibility: Community Development Department  
Timeframe: October 2010  
Fiscal Note: \$1,500

Action Item #2: Propose a program to provide low-interest loans and/or matching grants to assist property owners in preserving historic homes and businesses  
Responsibility: Community Development Department  
Timeframe: May 2010  
Fiscal Note: \$50,000

H. Objective: Explore ways to improve quality of rental properties in neighborhoods (rental task force)

Action Item #1: Work with East Carolina University in the development of a program to improve the quality of rental housing near the campus through improved code enforcement  
Responsibility: City Manager  
Timeframe: June 2010  
Fiscal Note: No direct costs

Action Item #2: Explore the feasibility of creating a citywide rental rehabilitation program for owners of rental property to improve the quality of rental housing in neighborhoods  
Responsibility: Community Development Department  
Timeframe: December 2010  
Fiscal Note: CDBG/HOME Funds

Action Item #3: Consider requiring a dumpster during rehab work on homes in neighborhoods  
Responsibility: Public Works Department  
Timeframe: June 2010  
Fiscal Note: No direct cost

I. Objective: Explore new strategies to sell homes in revitalization area

Action Item #1: Contract with a nonprofit to provide housing counseling and marketing services to potential homebuyers  
Responsibility: Community Development Department  
Timeframe: March 2010  
Fiscal Note: \$55,000

Action Item #2: Host monthly “Open House” events in West Greenville 45-Block Revitalization Area to showcase the available homes in the area  
Responsibility: Community Development Department  
Timeframe: Ongoing with start in March 2010  
Fiscal Note: \$500

Action Item #3: Continue to provide quarterly Homebuyer Education Academy classes for potential buyers  
Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: \$1,000

Action Item #4: If necessary, explore a new lease purchase program and partnership for homes in the West Greenville Revitalization Area  
Responsibility: Community Development Department  
Timeframe: October 2010  
Fiscal Note: To be determined

J. Objective: Promote new neighborhood associations

Action Item #1: Neighborhood Liaison/Ombudsman will continue existing quarterly outreach efforts in neighborhoods that do not have an association  
Responsibility: Community Development Department  
Timeframe: Ongoing on a quarterly basis  
Fiscal Note: No direct costs

K. Objective: Consider establishing a rental advisory board

Action Item #1: Develop a report detailing a planned approach, schedule, potential appointment list, and goals for a rental advisory board  
Responsibility: Community Development and Police Departments  
Timeframe: July 2010  
Fiscal Note: No direct costs

Action Item #2: After receiving staff report on proposed rental advisory board, consider an ordinance creating such a board  
Responsibility: City Council  
Timeframe: August 2010  
Fiscal Note: To be determined

4. Goal: Develop Progressive and Comprehensive Transportation Initiatives

A. Objective: Continue to upgrade Greenville Boulevard and other State-maintained streets within the City (safety and more attractive)

- Action Item #1: Submit a project to improve pedestrian crossing facilities on State-maintained roads for inclusion in the next State Transportation Improvement Program (STIP)  
Responsibility: Public Works Department  
Timeframe: December 2010  
Fiscal Note: No direct cost
- Action Item #2: Work with the North Carolina Department of Transportation to perform intersection improvements along Greenville Boulevard and on other State-maintained roads within the City  
Responsibility: Public Works Department  
Timeframe: Continuous  
Fiscal Note: No direct cost
- Action Item #3: Submit enhancement projects along State-maintained roads for inclusion in the Greenville Urban Area Metropolitan Planning Organization's next transportation improvement project submission to NCDOT  
Responsibility: Public Works Department  
Timeframe: December 2010  
Fiscal note: No direct cost
- Action Item #4: Work with the NCDOT's Division 2 office to complete design and construction of four landscape enhancement projects on State-maintained roads  
Responsibility: Public Works Department  
Timeframe: October 2010  
Fiscal Note: No direct cost; Federal stimulus dollars are funding construction costs
- Action Item #5: Complete the construction of the second left turning lane on the south leg of the intersection of Stantonsburg Road and Arlington Boulevard  
Responsibility: Public Works Department  
Timeframe: June 2010  
Fiscal Note: NCDOT is providing economic stimulus funds (\$225,000)
- Action Item #6: Obtain CSX approval to build the Thomas Langston Road Extension across the railroad tracks facilitating the completion of this new roadway to relieve congestion on Greenville Boulevard and Memorial Drive  
Responsibility: Public Works Department  
Timeframe: July 2010  
Fiscal Note: \$2,660,000 from 2004 Bonds

B. Objective: Accelerate the improvement of pedestrian mobility

- Action Item #1: Include the construction of sidewalks in all State and City street reconstruction and new construction projects  
Responsibility: Public Works Department  
Timeframe: Continuous  
Fiscal note: Cost determined for each project
- Action Item #2: Construct sidewalks in areas presently not serviced based on availability of right-of-way with priority to areas with larger amounts of traffic  
Responsibility: Public Works Department  
Timeframe: Continuous  
Fiscal note: Cost determined for each project
- Action Item #3: Complete the construction of the two sidewalks projects funded by the Federal stimulus program (Charles and Arlington Boulevards)  
Responsibility: Public Works Department  
Timeframe: June 2010  
Fiscal note: No direct cost; Federal stimulus dollars are funding construction costs in the combined amount of \$279,000
- Action Item #4: Construct any City sidewalk projects that may be funded by a second Federal stimulus program  
Responsibility: Public Works Department  
Timeframe: To be determined  
Fiscal note: No direct cost

C. Objective: Improve public transit

- Action Item #1: Continue to explore with East Carolina University the potential of coordinating and/or merging the local transit systems  
Responsibility: Public Works Department  
Timeframe: December 2010  
Fiscal Note: No direct cost
- Action Item #2: Begin acquiring the property necessary to construct the Intermodal (Bus) Transportation Center  
Responsibility: Public Works Department  
Timeframe: August 2010  
Fiscal Note: Actual costs subject to appraised value of properties; funding for acquisition is 80% Federal, 10% State, and 10% City
- Action Item #3: Plan the expansion of the GREAT bus system scheduled to begin after the arrival of two new buses in April 2011  
Responsibility: Public Works Department

Timeframe: February 2011  
Fiscal Note: Cost of two new bus drivers to be determined as part of the 2010-2011 budget process

- D. Objective: Explore ways to finance construction of new streets, sidewalks, crosswalks, and bikeways

Action Item #1: Research how other municipalities have financed street improvements and explore stimulus funds and grant availability  
Responsibility: Financial Services Department  
Timeframe: July 2010  
Fiscal Note: Amounts will be identified with finalized list

- E. Objective: Finalize the move of the railroad switching yard

Action Item #1: Assist the North Carolina Department of Transportation with completing construction of the new connector track on 14<sup>th</sup> Street north of the current CSX switching yard  
Responsibility: Public Works Department  
Timeframe: April 2010  
Fiscal note: City's contribution is right of way acquisition costs that will be determined by litigation

Action Item #2: Continue to assist the North Carolina Department of Transportation with completing the preparations necessary to move the CSX switching yard from the Howell Street area to north of the City within the vicinity of NC Highway 903  
Responsibility: Public Works Department  
Timeframe: October 2011  
Fiscal note: No cost to the City for this phase of the project

- F. Objective: Continue working with railroad companies to better maintain railroad properties and street crossings

Action Item #1: Submit the costs associated with maintaining vegetation and removing litter in the area outside of the flagman zone but within the right-of-way of the rail lines for inclusion in the FY 2010-11 and FY 2011-12 budgets  
Responsibility: Public Works Department  
Timeframe: May 2010  
Fiscal note: Estimated to cost \$32,400

Action Item #2: Work with railroad companies to develop beautification agreements allowing the City to maintain vegetation and remove litter within the right-of-way of the rail lines but outside of the flagman zone in those areas approved by the City Council  
Responsibility: Public Works Department

Timeframe: August 2010  
Fiscal Note: No direct cost

Action Item #3: Send a letter to the appropriate railroads and the North Carolina Department of Transportation requesting that all railroad crossings on state highways be properly maintained  
Responsibility: Public Works Department  
Timeframe: April 2010  
Fiscal Note: No direct cost

Action Item #4: Complete the agreement with the Norfolk/Southern Railroad to paint the exposed surfaces of the railroad bridge over Dickinson Avenue in FY 2011-12  
Responsibility: Public Works Department  
Timeframe: December 2010  
Fiscal Note: \$125,000

G. Objective: Initiate passenger rail service out of Greenville

Action Item #1: Work with NCDOT and AMTRAK to obtain bus or van shuttle service to the train stations in Rocky Mount and/or Wilson  
Responsibility: Public Works Department  
Timeframe: August 2010  
Fiscal note: City costs depend on option chosen by City Council

Action Item #2: Maintain contact with the NCDOT Rail Division to promote Greenville for future passenger rail service  
Responsibility: Public Works Department  
Timeframe: Continuous  
Fiscal note: No direct cost

H. Objective: Improve commercial air service at Pitt-Greenville Airport

Action Item #1: Provide funding for the airport economic stimulus program and allow flexibility to use these funds for commercial air service incentives  
Responsibility: City Council and City Manager  
Timeframe: When requested by Airport Authority  
Fiscal Note: \$150,000

5. Goal: Enhance Diversity and Promote Inclusiveness

A. Objective: Enhance race relations

Action Item #1: The Human Relations Council will hold a series of community forums on a quarterly basis entitled Community Café to promote conversations on diversity and these dialogues will be the basis to begin conversations to enhance efforts of inclusiveness

Responsibility: Community Development Department  
Timeframe: May, September, and December, 2010  
Fiscal Note: \$500

B. Objective: Promote inclusive community activities by increasing the awareness of the wide range of diversity in our city, and the participation and contributions of this diversity to our city

Action Item #1: Human Relations Council to identify the religious faiths present in Greenville and begin an ongoing dialogue with the various organizations

Responsibility: Community Development Department/Human Relations Council  
Timeframe: September 2010  
Fiscal Note: No direct cost

Action Item #2: The Human Relations Council will work with the City Council to establish the desired outcomes, meeting agenda, and meeting date for citywide town hall meeting and inclusive community event led by a professional facilitator with expertise in dealing with diversity

Responsibility: Community Development Department, Human Relations Council, and City Council  
Timeframe: November 2010  
Fiscal Note: \$2,500

Action Item #3: Community Development staff and the Human Relations Council will work with the Public Information Office to promote inclusive community programs and activities sponsored and undertaken by the Human Relations Council and as established in the work plan of the Human Relations Council

Responsibility: Community Development Department  
Timeframe: December 2010  
Fiscal Note: \$1,000

Action Item #4: Develop and host a “Community Celebration of Black History” to educate the community on the history, customs, and accomplishments of black citizens everywhere

Responsibility: Recreation and Parks Department  
Timeframe: March 2010  
Fiscal Note: \$2,000



- Action Item #5: Develop and oversee PirateFest’s International Port O’Call area at Town Common, to showcase ethnic arts, food, and entertainment for the Greenville community  
Responsibility: Recreation and Parks Department  
Timeframe: April 2010  
Fiscal Note: \$6,000
- Action Item #6: Explore free ride days to recreation facilities  
Responsibility: Recreation and Parks Department  
Timeframe: July 2010  
Fiscal Note: Potential lost revenue for GREAT bus
- Action Item #7: Develop free or reduced cost promotional events at the Greenville Aquatics and Fitness Center and other recreational facilities to introduce these City facilities to a diverse group of potential new users  
Responsibility: Recreation and Parks Department  
Timeframe: November 2010  
Fiscal Note: Potential lost revenue
- Action Item #8: Work with Pitt-Greenville Airport Authority to establish a “Welcome to Greenville” sign in different languages at the new Airport Terminal  
Responsibility: Community Development Department  
Timeframe: September 2010  
Fiscal Note: To be determined

C. Objective: Promote items in inclusive community booklets

- Action Item #1: City Council and the Human Relations Council will develop a joint statement on inclusiveness based upon models identified in the National League of Cities 2005 Futures Reports: “Inclusive Communities for All” and “Divided We Fall” using a professional facilitator possessing expertise in this field to provide structure for the discussion process  
Responsibility: Community Development Department/Human Relations Council/City Council  
Timeframe: September 2010  
Fiscal Note: \$2,500

D. Objective: Report on affirmative action efforts from City departments

- Action Item #1: Provide the Affirmative Action Program Annual Report for 2009 that details the status of the City’s efforts to recruit, hire, and retain a diverse workforce  
Responsibility: Human Resources Department  
Timeframe: March 2010

Fiscal Note: No direct cost

6. Goal: Plan for High Quality, Sustainable Growth

- A. Objective: Initiate, strategize, and encourage use of the planned unit development zoning classification

Action Item #1: Develop an information packet for prospective developers on the use of the Master Planned Community development option for eligible sites

Responsibility: Community Development Department

Timeframe: September 2010

Fiscal Note: No direct cost

- B. Objective: Have a public hearing and complete the update of the Manual of Standard Designs and Details

Action Item #1: Complete the comprehensive review of the Manual of Standard Designs and Details (MSDD) with input from citizens and developers; present the revised document to City Council for consideration

Responsibility: Public Works Department

Timeframe: April 2010

Fiscal Note: No direct cost

- C. Objective: Complete the five-year review of the Comprehensive Plan

Action Item #1: Complete review of the Comprehensive Plan and present it to City Council for adoption

Responsibility: Community Development Department

Timeframe: August 2010

Fiscal Note: \$5,000

- D. Objective: Enhance and review the net benefit of vegetation beautification around commercial areas

Action Item #1: Identify a management action and process as part of the Horizons update to review required vegetation standards for commercial development adjacent to neighborhoods

Responsibility: Community Development Department

Timeframe: September 2010

Fiscal Note: No direct cost

Action Item #2: Invite landscape professionals to comment on the vegetation requirements as part of the review process

Responsibility: Community Development Department

Timeframe: December 2010

Fiscal Note: No direct cost

E. Objective: Review the zoning categories as they relate to neighborhood preservation

Action Item #1: Review, update, and amend as necessary the Neighborhood Commercial zoning district table of uses and development standards for all commercial development adjacent to neighborhoods.  
Responsibility: Community Development Department  
Timeframe: January 2011  
Fiscal Note: No direct cost

7. Goal: Enhance Cultural and Recreational Opportunities

A. Objective: Provide better and improved park/recreation facilities in underserved neighborhoods

Action Item #1: Staff to conclude meetings with South Greenville area residents as part of the process for the development of a master plan for South Greenville Park and its Recreation Center  
Responsibility: Recreation and Parks Department  
Timeframe: January 2010  
Fiscal Note: No direct cost

Action Item #2: Investigate the potential for Pitt County Schools to partner with the City in upgrading the South Greenville recreation and park facilities  
Responsibility: Recreation and Parks Department  
Timeframe: April 2010  
Fiscal Note: No direct cost

Action Item #3: Prepare a report for City Council on potential upgrades to existing parks in underserved neighborhoods  
Responsibility: Recreation and Parks Department  
Timeframe: May 2010  
Fiscal Note: No direct cost

Action Item #4: Prepare a report for City Council on potential new parks in underserved neighborhoods  
Responsibility: Recreation and Parks Department  
Timeframe: May 2010  
Fiscal Note: No direct cost

Action Item #5: Investigate availability and estimated cost of land for a neighborhood park adjacent to and accessible from Countryside Estates  
Responsibility: Recreation and Parks Department  
Timeframe: December 2010  
Fiscal Note: No direct cost

Action Item #6: Renovate playground, install walking trail, and provide parking control at Greenfield Terrace Park  
Responsibility: Recreation and Parks Department  
Timeframe: November 2010  
Fiscal Note: \$120,000

Action Item #7: Replace playground unit at West Meadowbrook Park  
Responsibility: Recreation and Parks Department  
Timeframe: June 2010  
Fiscal Note: \$85,000

Action Item #8: Install air conditioning system in the gymnasium at the Eppes Recreation Center  
Responsibility: Recreation and Parks Department  
Timeframe: July 2010  
Fiscal Note: \$434,104

B. Objective: Consider a bond referendum for parks

Action Item #1: Work with Recreation and Parks Department to identify projects within the 2011-2015 Capital Improvement Program that can be included as part of a General Obligation Bond or Certificates of Participation package for City Council consideration  
Responsibility: Financial Services Department  
Timeframe: March 2010  
Fiscal Note: Amounts will be identified with finalized list

C. Objective: Develop strategies for ensuring more open space and neighborhood parks

Action Item #1: Propose format and members for study committee that will consider and recommend methods for land preservation, acquisition, and park and greenway development  
Responsibility: Recreation and Parks Department  
Timeframe: June 2010  
Fiscal Note: No direct cost

D. Objective: Establish a nonprofit to enhance recreation projects/parks

Action Item #1: Submit necessary paperwork for conversion of non-profit FROGGS into Partners for Greenville Parks  
Responsibility: Recreation and Parks Department  
Timeframe: March 2010  
Fiscal Note: \$200

Action Item #2: Initiate recruitment process for establishing “friends of the park” chapters within Partners for Greenville Parks

Responsibility: Recreation and Parks Department  
Timeframe: June 2010  
Fiscal Note: \$300

- E. Objective: Provide a series of citywide special events, alone or in partnership with an outside organization

Action Item #1: Plan and host all aspects of PirateFest's "Ports of Call" area at Town Common

Responsibility: Recreation and Parks Department  
Timeframe: April 2010  
Fiscal Note: \$6,000

Action Item #2: Coordinate all planning, operations, and fundraising for the new 5K Greenville Rec Run and the Greenville-Pitt County 8K Road Race

Responsibility: Recreation and Parks Department  
Timeframe: May/August 2010  
Fiscal Note: \$7,000

Action Item #3: Continue to provide or support a variety of citywide special events, including Sunday in the Park, Kidsfest, National Night Out, Cal Ripken Foundation Baseball Clinic, and the Splash and Dash Kids Triathlon

Responsibility: Recreation and Parks Department  
Timeframe: September 2010  
Fiscal Note: \$25,000

- F. Objective: Offer new or expanded recreational opportunities

Action Item #1: Offer new eight week summer camp targeted to teens

Responsibility: Recreation and Parks Department  
Timeframe: August 2010  
Fiscal Note: \$16,500

Action Item #2: Offer BMX beginners' clinic to PAL and other Eppes and South Greenville youngsters to allow them to sample the sport

Responsibility: Recreation and Parks Department  
Timeframe: September 2010  
Fiscal Note: \$500

Action Item #3: Consider expanding weekday open swim hours at the Greenville Community Pool by two per day

Responsibility: Recreation and Parks Department  
Timeframe: September 2010  
Fiscal Note: \$15,000

G. Objective: Encourage East Carolina University in its efforts to construct a performing arts center

Action Item #1: Continue dialogue with East Carolina University in support of the University's plan to construct a performing arts center  
Responsibility: City Manager  
Timeframe: Ongoing  
Fiscal Note: No direct cost in planning stage

Action Item #2: Insure that a performing arts center is included in the new ECU master plan  
Responsibility: City Manager  
Timeframe: September 2010  
Fiscal Note: No direct cost

H. Objective: Promote cultural entertainment in the downtown area

Action Item #1: Continue to identify cultural and entertainment amenities that will also serve as traffic generators in the Center City area as part of the revitalization program to include public art opportunities, festivals, and recreational programming  
Responsibility: Community Development Department  
Timeframe: December 2010  
Fiscal Note: No direct cost

Action Item #2: Complete the design process for the Uptown Community Theatre (former White's Theater) inclusive of construction estimates  
Responsibility: Community Development Department  
Timeframe: June 2010  
Fiscal Note: \$95,000 budgeted for design from a combination of Center City bond funds and grant funds from the State of North Carolina

Action Item #3: Create a steering committee charged with developing a fundraising plan for renovation of the former White's Theatre based on estimates developed through the design process  
Responsibility: Community Development Department  
Timeframe: December 2010  
Fiscal Note: No direct cost

Action Item #4: Attract a high-quality museum that will bring additional patrons to the downtown area by working with the Eastern North Carolina Regional Science Center to secure a location for a regional science museum and educational center  
Responsibility: Community Development Department  
Timeframe: December 2010  
Fiscal Note: \$378,000 in acquisition funds

8. Goal: Promote Sound Environmental Policies

A. Objective: Involve all citizens in recycling

Action Item #1: Implement a recycling marketing campaign and determine the level of success of the campaign by analyzing the increase in household recycling

Responsibility: Public Works Department

Timeframe: June 2010

Fiscal Note: \$40,000

Action Item #2: Develop strategies working with an ad-hoc recycling committee consisting of stakeholders to increase recycling in the City in coordination with the Environmental Advisory Commission and Keep Greenville Beautiful, Inc.

Responsibility: Public Works Department

Timeframe: December 2010

Fiscal Note: No direct cost

Action Item # 3: Explore alternatives to increase recycling in the commercial sector

Responsibility: Public Works Department

Timeframe: August 2010

Fiscal Note: No direct cost

B. Objective: Monitor air quality situation

Action Item #1: Monitor proposed developments in EPA's changes to air quality standards

Responsibility: Public Works Department

Timeframe: Ongoing

Fiscal Note: No direct cost

C. Objective: Continue to implement the US Mayors' Climate Protection Agreement

Action Item #1: Develop a strategy to include environmental and sustainability goals in the City's Horizons Plan

Responsibility: Public Works Department

Timeframe: June 2010

Fiscal Note: No direct cost

Action Item #2: Explore the options of developing a city tree master plan to increase shading and CO2 absorption

Responsibility: Public Works Department

Timeframe: November 2010

Fiscal Note: No direct cost

D. Objective: Work with East Carolina University to address environmental issues

Action Item #1: Explore methods of working with ECU to jointly address environmental issues (other than climate protection) in Greenville  
Responsibility: Public Works Department  
Timeframe: October 2010  
Fiscal Note: No direct cost

E. Objective: Enhance energy efficiency and reduce energy consumption

Action Item #1: Award an energy savings performance contract to improve the energy efficiency in buildings maintained by the City  
Responsibility: Public Works Department  
Timeframe: November 2010  
Fiscal Note: Costs funded by future energy savings

Action Item #2: Implement the City's Energy Conservation Strategy using the City Energy Efficiency and Conservation Block Grant funds  
Responsibility: Public Works Department  
Timeframe: December 2011  
Fiscal Note: Funding for approved program is Energy Efficiency and Conservation Block Grant program (\$777,600)

F. Objective: Further investigate Pitt-Greenville Airport noise, vibration, and fumes experienced by citizens in nearby neighborhoods and find solutions to the problem

Action Item #1: Coordinate with the Pitt-Greenville Airport Authority as it conducts an Environmental Assessment required in connection with possible runway safety improvements which may include an extension of Runway 2-20 with the scope of the Environmental Assessment to address the impact of the Airport on adjacent neighborhoods by possibly including an evaluation and recommendation on noise and air quality mitigation efforts and a National Ambient Air Quality Standards assessment  
Responsibility: City Attorney  
Timeframe: Environmental Assessment will be completed by September 2011  
Fiscal Note: No direct cost to coordinate with the Airport Authority; the expense for the Environmental Assessment will be borne by the Airport Authority and funded by a Federal Aviation Administration grant.

G. Objective: Create a community Climate Protection Plan that includes, but is not limited to, energy reduction goals for the community



Action Item #1: Explore options for development of an integrated City Climate Protection Plan in conjunction with exploring options for creating a citywide sustainability plan  
Responsibility: Public Works Department  
Timeframe: October 2010  
Fiscal Note: No direct cost

H. Objective: Proactively work with Greenville Utilities Commission and other agencies to educate the community about energy efficiency/weatherization

Action Item #1: Work with GUC and the Public Information Office to enhance public service announcements on the benefits and methods of improving energy efficiency of residences and businesses  
Responsibility: Public Works Department  
Timeframe: October 2010  
Fiscal Note: No direct cost

I. Objective: Explore how other cities are addressing sustainability

Action Item #1: Explore options for development of an integrated City Climate Protection Plan in conjunction with exploring options for creating a citywide sustainability plan  
Responsibility: Public Works Department  
Timeframe: October 2010  
Fiscal Note: No direct cost

Action Item #2: Explore the options that other similar cities in North Carolina use to create holistic sustainability plans  
Responsibility: Public Works Department  
Timeframe: November 2010  
Fiscal Note: No direct cost

J. Objective: All residential projects in which the City participates will as a minimum meet E-300 program energy standards

Action Item #1: Insure that any residential project built by the City or in which the City participates in any manner as a minimum meets GUC's E-300 standards  
Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: Cost to be determined for each project

9. Goal: Enhance Understanding and Increase Broader Citizen Participation in City Government

A. Objective: Continue to look at ways to improve communication with citizens through the media, primarily GTV-9 and the Internet

Action Item #1: Develop a social media policy and work with staff to implement social media tools as is prudent and in the best interests of the City  
Responsibility: Public Information Office  
Timeframe: April 2010  
Fiscal Note: No direct cost

Action Item #2: Research opportunities to implement emerging communications tools and how to best implement them  
Responsibility: Public Information Office  
Timeframe: August 2010  
Fiscal Note: \$1,500; funds included in current budget

B. Objective: Notify neighborhoods and stakeholders of issues that impact them

Action Item #1: Work with the Information Technology Department to provide an automated process over the Internet that will allow persons to subscribe and automatically receive notifications about land use and neighborhood issues  
Responsibility: Community Development Department  
Timeframe: December 2010  
Fiscal Note: \$1,000 if purchase of software module/upgrade is required

Action Item #2: Continue to provide required notice of land use issues to impacted parties as required by state law and City policies  
Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: Estimated \$30,000 in annual advertising costs depending on number of land use issues during the year

C. Objective: Keep promoting the Talent Bank (increase recruitment)

Action Item #1: Place an advertisement for upcoming board and commission appointments in The Daily Reflector as appointments come up and place an advertisement recruiting applications for all boards and commissions in The Daily Reflector and The M Voice on a quarterly basis  
Responsibility: City Clerk's Office  
Timeframe: Ongoing  
Fiscal Note: \$1,000

Action Item #2: Run an advertisement for upcoming board and commission appointments on GTV-9 and the City's website as appointments come up and run an advertisement recruiting applications for all boards and commissions on a weekly basis  
Responsibility: City Clerk's Office  
Timeframe: Ongoing  
Fiscal Note: No direct cost

Action Item #3: Promote the Talent Bank at least once quarterly on the City's website homepage  
Responsibility: City Clerk's Office  
Timeframe: Ongoing  
Fiscal Note: No direct cost

Action Item #4: Place an advertisement for board and commission members on the official bulletin board in City Hall and other City buildings  
Responsibility: City Clerk's Office  
Timeframe: Ongoing  
Fiscal Note: No direct cost

Action Item #5: Have boards and commissions brochures available for citizens to pick up in the lobby of City Hall and, upon request, for distribution at various meetings  
Responsibility: City Clerk's Office  
Timeframe: Ongoing  
Fiscal Note: \$350

Action Item #6: Do at least one cityscene segment on GTV-9 promoting all City boards and commissions  
Responsibility: City Clerk's Office  
Timeframe: August 2010  
Fiscal Note: No direct cost

D. Objective: Increase awareness of animal cruelty

Action Item #1: Conduct informational presentations, targeting various age groups, on how to recognize animal cruelty, the necessary steps to reduce the likelihood of occurrence, and how to report violators  
Responsibility: Police Department  
Timeframe: December 2010  
Fiscal Note: Minimal direct costs

Action Item #2: In partnership with the Humane Society of the United States, continue to promote "First Strike", a nationally recognized campaign to prevent animal cruelty that is considered a "neighborhood watch" for animals  
Responsibility: Police Department

Timeframe: Ongoing  
Fiscal Note: Minimal direct costs

Action Item #3: Conduct short public service announcements on GTV-9 concerning ways to prevent and report animal cruelty  
Responsibility: Police Department  
Timeframe: September 2010  
Fiscal Note: No direct cost

Action Item #4: In partnership with the City's Neighborhood Liaison office, staff an informational table for the various neighborhood events scheduled throughout the year  
Responsibility: Police Department  
Timeframe: Ongoing  
Fiscal Note: No direct cost

10. Goal: Promote Effective Partnerships

A. Objective: Stay engaged with student groups such as East Carolina University Student Government Association

Action Item #1: Continue periodic meetings with the president and other officers of the ECU Student Government Association  
Responsibility: Mayor and City Manager  
Timeframe: Ongoing  
Fiscal Note: No direct costs

Action Item #2: Continue internship programs for college students  
Responsibility: Human Resources Department through other departments  
Timeframe: Ongoing  
Fiscal Note: Funds included in departmental budgets

B. Objective: Address extraterritorial jurisdiction (ETJ) issues

Action Item #1: Revive ETJ extension discussions with other Pitt County municipalities, Greenville Utilities Commission, and Pitt County  
Responsibility: Community Development Department  
Timeframe: November 2010  
Fiscal Note: No direct cost

Action Item #2: Prepare for City Council consideration a comprehensive annexation plan to address areas in the ETJ that meet the legal requirements for annexation  
Responsibility: Assistant City Manager  
Timeframe: July 2010  
Fiscal Note: No direct cost

C. Objective: Encourage cooperation of fellow governmental agencies

Action Item #1: Update and clarify the 1993 intergovernmental agreement with Pitt County School System for use of recreation facilities, sports fields, and parks

Responsibility: Recreation and Parks Department

Timeframe: September 2010

Fiscal Note: Minimal cost

Action Item #2: Continue to develop effective working relationships with the Pitt County Commissioners and meet quarterly with the Commission Chair and County Manager

Responsibility: Mayor and City Manager

Timeframe: Ongoing

Fiscal Note: \$150

D. Objective: Continue contacts with the Pitt County Board of Education

Action Item #1: Meet with Superintendent of Pitt County Schools semi-annually to explore mutual opportunities and areas of need and to address other issues impacting overlapping constituencies

Responsibility: Assistant City Manager

Timeframe: December 2010

Fiscal Note: No direct cost

Action Item #2: Invite the Chair and/or Superintendent of Pitt County Schools to provide an annual update on issues and developments in the public schools

Responsibility: Assistant City Manager

Timeframe: December 2010

Fiscal Note: No direct cost

E. Objective: Explore stronger partnership with such agencies as the Pitt County Commission, University Health Systems, and East Carolina University

Action Item #1: Receive, at least annually, a report on medical center developments and issues

Responsibility: City Manager

Timeframe: December 2010

Fiscal Note: No direct cost

Action Item #2: Continue to participate in quarterly Town Gown Organization meetings that include representatives of the Pitt County Commission, University Health Systems, East Carolina University, Pitt Community College, and other agencies

Responsibility: Mayor, City Attorney, Assistant City Manager, and

City Manager  
Timeframe: Ongoing  
Fiscal Note: \$600

NOTE: Due to current economic conditions, the City Council indicates an awareness of budgetary constraints that impact all goals and is prepared to make adjustments as necessary based on financial impacts.

“COPY”

COMMENTS FROM MAYOR AND CITY COUNCIL

The Mayor and City Council made general comments. During the comment period, the Public Works Department was asked to work with Code Enforcement to ensure that people don't leave their trashcans at the street. Staff was also asked to check on two motorcycles on a front porch on Farmville Boulevard and to enforce the noise ordinance for loud music in all neighborhoods.

Motion was made by Council Member Glover and seconded by Council Member Blackburn for staff to review options and bring back information on people having dogs for fighting and that it be placed on an upcoming agenda. Motion carried unanimously.

Mayor Dunn informed the Council that she has asked the Human Resources Department to come up with a set of questions to be used for interviews for the City Clerk position. The Council can review the questions, decide on the ones they want to use and add new ones if needed. Council asked that the City Clerk be involved.

CITY MANAGER'S REPORT

City Manager Wayne Bowers informed the Council that the City Manager from 1972 to 1975, Bill Carstarphen, passed away.

City Manager Bowers reminded the Council that the Human Relations Council has extended an invitation to attend the documentary, "Trouble the Water", on March 24 at 6:30 in the Third Floor Gallery of City Hall.

ADJOURN

Motion was made by Council Member Joyner and seconded by Council Member Mercer to adjourn the meeting at 7:50 p.m. Motion carried unanimously.

Respectfully submitted,

Wanda T. Elks, MMC  
City Clerk



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

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**Title of Item:** Agreements with East Carolina University to provide funding for construction of an elevator and fire escape at the Lessie Bass Building located at 1100 Ward Street

**Explanation:** Since the City acquired the former St. Gabriel's Church property in 2006, use of the second floor of the former convent building (now the Lessie Bass Building) at 1100 Ward Street has been restricted due to certain code deficiencies. Full use of the second floor of the building is possible only if an elevator and fire escape are installed.






East Carolina University applied for and has received grants totaling \$170,000 from the Perkins, Wells, and West charitable foundations to construct the needed elevator and fire escape. Since the City owns the building, the City is proceeding with the design and installation of the elevator and fire escape. In order to transfer the funds from the foundations to the City, three separate agreements (one for the amount of each foundation grant) will be needed.

**Fiscal Note:** The grants in total equal \$170,000 broken down as follows: Perkins--\$100,000; Wells--\$35,000; and West--\$35,000. As reported to the City Council on February 11, 2010 when the contract for architect services was awarded for this project, the total preliminary estimate for the project is \$259,711 including design, construction, and contingency. If additional funds are needed after the construction bids are opened, a request will be made to the City Council to approve additional funding.

**Recommendation:** Approve the attached sponsored program agreements with ECU for grant funding to construct an elevator and fire escape at the Lessie Bass Building located at 1100 Ward Street.

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

**Attachments / click to download**

-  [Perkins, West, Wells Agreements](#)
  -  [Exhibit A](#)
  -  [Exhibit B](#)
  -  [Exhibit C](#)
  -  [Exhibit D](#)
-



Agreement #: CHE-OGC-2009-WELLS  
 New Agreement ; Modification   
 Modification #

## SPONSORED PROGRAM AGREEMENT

Between

Recipient Organization	Funding Institution
1. Name: City of Greenville Address: PO Box 7207 Greenville, NC 27835-7207 State of Incorporation: NC Fiscal Year: July 1 through June 30	2. Name: East Carolina University Address: East Fifth Street Greenville, NC 27858 State of Incorporation: NC Fiscal Year: July 1 through June 30
3. Proposal/Project Title: Human Ecology Elevator and Fire Escape Construction Project	4. Source of Funding: (Complete if applicable) Agency : The Mildred Sheffield Wells Charitable Trus Trust Distribution Committee  Award No.: N/A CFDA: N/A Title: N/A
5. PI/PD: Wayne Bowers Ph: 252-329-4432                      Fax: 252-329-4435 Email: WBowers@greenvillenc.gov Address: P. O. Box 7207 Greenville, NC 27835-7207	6. PI/PD: Dr. Judy Siguaw Ph: 252 328-1098                      Fax: Email: siguawj@ecu.edu Address: College of Human Ecology Rivers 246W Greenville, NC 27858
7. Description/Purpose of Action: This agreement awards funds in the amount of \$35,000 (thirty-five thousand dollars) to the Recipient Organization identified in Block 1 to accomplish the project as outlined in the Statement of Work at Exhibit A.	
8. Administrator Name: Wes Anderson Ph: 252-329-4522                      Fax: 252-329-4535 Email: wbanderson@greenvillenc.gov Address: 1500 Beatty Street Greenville, NC 27834	9. Administrator Name: Melody L. Bentz Ph: 252-328-9537                      Fax: 252-328-4363 Email: bentzm@ecu.edu Address: ECU OSP, Mail Stop 165 Greenville, NC 27858
10. Fiscal Officer Name: Bernita Demery Ph: 252-329-4444                      Fax: 252-329-4074 Email: bdemery@greenvillenc.gov Address: P. O. Box 7207 Greenville, NC 27835-7207	11. Fiscal Officer Name: Kathleen G. Hall Ph: 252-328-9530                      Fax: 252-328-0769 Email: grantsc@ecu.edu Address: ECU OGC, Mail Stop 211 Greenville, NC 27858
12. Remit payment to : <input checked="" type="checkbox"/> Same as #10 above <input type="checkbox"/> Other:	13. Send Invoices to: <input checked="" type="checkbox"/> Same as #11 above <input type="checkbox"/> Other:
14. Payment Method: <input type="checkbox"/> Cost Reimbursement: Payment under this Agreement requires periodic invoices to be submitted no more frequently than monthly and a final invoice to be submitted within 45 days of the termination date identified in Section 17.d of this Agreement and sent to the address identified in Section 13 of this Agreement.  <input type="checkbox"/> Fixed Price: Payment under this Agreement is defined and described as follows:  <input checked="" type="checkbox"/> Other: Payment under this Agreement is defined and described as follows: This is a cost reimbursement agreement. Recipient Organization will submit an itemized invoice to Funding Institution at the completion of the construction project for only those costs incurred and not to exceed the amount awarded in Block 18a.	

<p>15. Invoicing (Unless otherwise stated, invoices shall serve as financial reports): Recipient Institute agrees to submit invoices to the Funding Institution as follows (check all that apply):</p> <p><input type="checkbox"/> Monthly  <input type="checkbox"/> Quarterly  <input type="checkbox"/> Annually  <input checked="" type="checkbox"/> Project Conclusion  <input checked="" type="checkbox"/> Other: See Block 14</p>	<p>16. Progress Reporting: Recipient Institute agrees to provide progress reports to the individual named in Section 6 of this Agreement as follows (check all that apply):</p> <p><input type="checkbox"/> Monthly  <input type="checkbox"/> Quarterly  <input type="checkbox"/> Annually  <input checked="" type="checkbox"/> Project Conclusion  <input type="checkbox"/> Other:</p>
<p>17. Incorporation: The following documents are incorporated into this Agreement:</p> <p><input checked="" type="checkbox"/> Statement of Work (Exhibit A)  <input checked="" type="checkbox"/> Funding Source Award Letter (Exhibit B)  <input checked="" type="checkbox"/> Standard Terms &amp; Conditions (Exhibit C)  <input checked="" type="checkbox"/> Funding Institution Application (Exhibit D)</p>	<p>18. Funding Information:</p> <p>a. Amount Funded This Action: \$ 35,000  b. Amount Prior Funding: \$ 0  (Applies to agreement modifications only)  c. Total Sponsored Funds To Date: \$ 35,000  b. Cost Sharing Required: \$ 0  c. Budget Period Start Date: 12/01/2009  d. Budget Period End Date: 11/30/2010</p>
<p>19.</p> <p>a. Is Recipient Organization a non-state (NC) entity?  <input checked="" type="checkbox"/> Yes (continue to 19.b)  <input type="checkbox"/> No (continue to signature block below)</p> <p>b. Is the source of funds provided from N.C. state funds?  <input type="checkbox"/> Yes (continue to Section 20)  <input checked="" type="checkbox"/> No (continue to signature block below)</p>	<p>20. Incorporation: The following documents are incorporated into this Agreement (applies only if Section 19 a &amp; b are checked "yes"):</p> <p><input type="checkbox"/> Sample Invoice  <input type="checkbox"/> Certification &amp; Sworn Statement  <input type="checkbox"/> Schedule of Grantee Receipts &amp; Expenditures  <input type="checkbox"/> Supplementary Information  <input type="checkbox"/> Activities &amp; Accomplishments</p>

In witness whereof, the parties have caused the Agreement to be executed by their authorized representatives, effective the last date of signing by the authorized officials below.

<p>For: <b>RECIPIENT ORGANIZATION</b></p> <p>Signature: _____</p> <p>Name: Wayne Bowers  Title: City Manager</p> <p>Date: _____</p> <p>TIN/EIN: 56-6000229</p>	<p>For: <b>FUNDING INSTITUTION</b></p> <p>Signature: </p> <p>Name: Maryellen O'Brien  Title: Director, Office of Sponsored Programs</p> <p>Date: 03-24-10</p> <p>TIN:EIN: 56-6000403</p>
<p>Read and Understood (PI/PD):</p> <p>Signature: _____</p>	<p>Read and Understood (PI/PD):</p> <p>Signature: _____</p>

Agreement #: CHE-OGC-2009-WEST

New Agreement ; Modification

Modification #

## SPONSORED PROGRAM AGREEMENT

Between

Recipient Organization	Funding Institution
<p>1. Name: City of Greenville Address: PO Box 7207 Greenville, NC 27835-7207 State of Incorporation: NC Fiscal Year: July 1 through June 30</p>	<p>2. Name: East Carolina University Address: East Fifth Street Greenville, NC 27858 State of Incorporation: NC Fiscal Year: July 1 through June 30</p>
<p>3. Proposal/Project Title: Human Ecology Elevator and Fire Escape Construction Project</p>	<p>4. Source of Funding: (Complete if applicable) Agency : West Memorial Fund Trust Distribution Committee Award No.: N/A CFDA: N/A Title: N/A</p>
<p>5. PI/PD: Wayne Bowers Ph: 252-329-4432 Fax: 252-329-4435 Email: WBowers@greenvillenc.gov Address: P. O. Box 7207 Greenville, NC 27835-7207</p>	<p>6. PI/PD: Dr. Judy Siguaw Ph: 252 328-1098 Fax: Email: siguawj@ecu.edu Address: College of Human Ecology Rivers 246W Greenville, NC 27858</p>
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<p>Read and Understood (PI/PD):</p> <p>Signature: _____</p>	<p>Read and Understood (PI/PD):</p> <p>Signature: _____</p>

Agreement #: CHE-OGC-2009-PERKINS  
 New Agreement ; Modification   
 Modification #


## SPONSORED PROGRAM AGREEMENT

Between

Recipient Organization	Funding Institution
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3. Proposal/Project Title: Human Ecology Elevator and Fire Escape Construction Project	4. Source of Funding: (Complete if applicable) Agency : James J. And Mamie Richardson Perkins Trust Distribution Committee Award No.: N/A CFDA: N/A Title: N/A
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<p>19.</p> <p>a. Is Recipient Organization a non-state (NC) entity?  <input checked="" type="checkbox"/> Yes (continue to 19.b)  <input type="checkbox"/> No (continue to signature block below)</p> <p>b. Is the source of funds provided from N.C. state funds?  <input type="checkbox"/> Yes (continue to Section 20)  <input checked="" type="checkbox"/> No (continue to signature block below)</p>	<p>20. Incorporation: The following documents are incorporated into this Agreement (applies only if Section 19 a &amp; b are checked "yes"):</p> <p><input type="checkbox"/> Sample Invoice  <input type="checkbox"/> Certification &amp; Sworn Statement  <input type="checkbox"/> Schedule of Grantee Receipts &amp; Expenditures  <input type="checkbox"/> Supplementary Information  <input type="checkbox"/> Activities &amp; Accomplishments</p>

In witness whereof, the parties have caused the Agreement to be executed by their authorized representatives, effective the last date of signing by the authorized officials below.

<p>For: <b>RECIPIENT ORGANIZATION</b></p> <p>Signature: _____</p> <p>Name: Wayne Bowers  Title: City Manager</p> <p>Date: _____</p> <p>TIN/EIN: 56-6000229</p>	<p>For: <b>FUNDING INSTITUTION</b></p> <p>Signature: </p> <p>Name: Maryellen O'Brien  Title: Director, Office of Sponsored Programs</p> <p>Date: 03-24-10</p> <p>TIN/EIN: 56-6000403</p>
<p>Read and Understood (PI/PD):</p> <p>Signature: _____</p>	<p>Read and Understood (PI/PD):</p> <p>Signature: _____</p>

**Exhibit A**  
**SCOPE OF WORK**

Submitted by  
The City of Greenville  
Mr. Wayne Bowers  
for

**Human Ecology Elevator and Fire Escape Construction Project  
Intergenerational Center Building**

**1) Scope of the Work:**

a) Add a 2-stop elevator to the existing Intergenerational Center Building to serve the first and second floors. A new exterior shaft will be required, final location determined by the Architect and Owner, and generally in accordance with preliminary feasibility design prepared by JKF Architecture in 2007

b) Elevator for the building will tie into the existing fire alarm system. The building is fully protected with a sprinkler system. The new elevator shaft and machine room shall have new mechanical (stand-alone) HVAC system, possibly new electrical service, power, and lighting, and necessary life-safety features.

c) Add an exterior steel stair to the west side of the building for egress or provide a stair tower adjacent to the proposed elevator. The latter will be executed provided Building Official concurs with proposed design.

d) Minimal renovations shall be required to the interior layout as necessary to facilitate access to the new elevator.

**2) Scope of Professional Services:**

a) Field measure the existing two-story building with partial basement, and update CADD floor plans and exterior elevations to be used in the development of the design. Initial plans and elevations were previously prepared by JKF Architecture in 2007.

b) Perform Building Code Analysis to determine life safety parameters.

c) The proposed design will be in accordance with Feasibility Plans Prepared by JKF Architecture in 2007. JKF Architecture will confirm the scope requirements via an initial scope confirmation meeting with City staff and users. Minor alterations and variations may be considered.

d) JKF Architecture shall facilitate a design review meeting at approximately 35% completion of the design and construction document process to review details and design with City staff/users. Comments shall be incorporated into the final construction documents.

e) Prepare construction documents for Informal Bidding utilizing shortened format for

CHE-OGC-2009-PERKINS/WELLS/WEST

general conditions. All technical specifications will be placed on the drawings except a determined by the Architect. Elevator specifications will be based on NC Department of Labor standard specifications for elevators.

f) JKF Architecture shall facilitate a final construction document review meeting with City staff/users. Any comments shall be incorporated into the final documents.

g) A list of activities and anticipated architectural drawings is attached. Structural and PME consultants have also been included and shall follow the Architect's drawing format as required.

h) Provide Informal Bid Documents to qualified bidders. Our effort does not include advertising for bids. Invitations will be sent to at least three local bidders. Owner will meet MBE requirements. JKF Architecture will facilitate receipt of Informal Bid Documents, evaluate and recommend approval of the lowest bidder. Bid Form will be formatted so the Owner can execute the Bid Form as an agreement by signing the Bid Form. We will solicit other required documents for the contract including Certificates of Insurance. Performance and Payment Bonds are not normally required for projects under \$300,000 unless requested by the Owner.

i) Issue a notice to proceed to the contractor and conduct pre-construction conference, review shop drawings, review and approve pay applications, respond to RFI's and field conditions. Provide administration of the construction contract including up to 6 site visits by architect, 3 by structural engineer, and 3 by PME engineer.

j) Perform a final inspection for acceptance of the work.



Exhibit B

**JAMES J. AND MAMIE RICHARDSON PERKINS**

TRUST DISTRIBUTION COMMITTEE  
GREENVILLE, NORTH CAROLINA

JAMES G. SULLIVAN, CHAIRMAN  
ROBERT HUDAK  
DANNY D. MCNALLY

BANK OF AMERICA, TRUSTEE

November 17, 2009

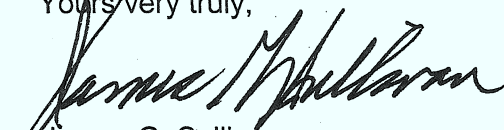
Judy Siguaw, Dean, College of Human Ecology  
East Carolina University Foundation, Inc.  
Greenville Centre, Suite 1100  
East Carolina University  
2200 South Charles Blvd.  
Greenville, NC 27858-4353

Dear Ms. Siguaw:

I am pleased to inform you that your request was approved in the amount of \$100,000. Bank of America will forward a check to you on or before December 15, 2009.

This grant has been approved subject to the money being used, within the time period indicated on your application, for the fire escape and elevator. Please confirm to us when the project has been completed.

Yours very truly,



James G. Sullivan  
Chairman

Copy: Mr. Danny McNally  
Reverend Robert Hudak  
Mr. David R. Emswiler

Exhibit B

**THE MILDRED SHEFFIELD WELLS CHARITABLE TRUST**  
TRUST DISTRIBUTION COMMITTEE  
GREENVILLE, NORTH CAROLINA

JAMES G. SULLIVAN, CHAIRMAN  
ROBERT HUDAK  
DANNY D. MCNALLY

BANK OF AMERICA, TRUSTEE

November 17, 2009

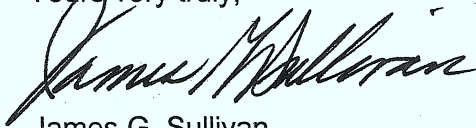
Judy Siguaw, Dean, College of Human Ecology  
East Carolina University Foundation, Inc.  
Greenville Centre, Suite 1100  
East Carolina University

Dear Ms. Siguaw:

I am pleased to inform you that your request was approved in the amount of \$35,000. Bank of America will forward a check to you on or before December 15, 2009.

This grant has been approved subject to the money being used, within the time period indicated on your application, for the fire escape and elevator. Please confirm to us when the project has been completed.

Yours very truly,



James G. Sullivan  
Chairman

Copy: Mr. Danny McNally  
Reverend Robert Hudak  
Mr. David R. Emswiler

Item # 2

Exhibit B

**WEST MEMORIAL FUND**  
(IN MEMORY OF S. EUGENE AND VIVIAN S. WEST)  
TRUST DISTRIBUTION COMMITTEE  
GREENVILLE, NORTH CAROLINA

JAMES G. SULLIVAN, CHAIRMAN  
DANNY D. MCNALLY, DIRECTOR  
DAVID R. EMSWILER, SECRETARY

BANK OF AMERICA, TRUSTEE

November 17, 2009

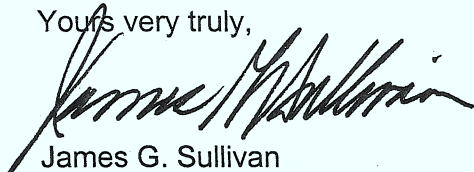
Judy Siguaw, Dean, College of Human Ecology  
East Carolina University Foundation, Inc.  
Greenville Centre, Suite 1100  
East Carolina University

Dear Ms. Siguaw:

I am pleased to inform you that your request was approved in the amount of \$35,000. Bank of America will forward a check to you on or before December 15, 2009.

This grant has been approved subject to the money being used, within the time period indicated on your application, for the fire escape and elevator. Please confirm to us when the project has been completed.

Yours very truly,



James G. Sullivan  
Chairman

Copy: Mr. Danny McNally  
Mr. David R. Emswiler

Item # 2

**Exhibit C**

**STANDARD TERMS AND CONDITIONS**

This Sponsored Program Agreement Standard Terms and Conditions is entered into this the 24<sup>th</sup> day of March, 2010, by and between East Carolina University, a constituent institution of the University of North Carolina pursuant to N.C. Gen. Stat. § 116-1, et seq. (the “ECU”), and the City of Greenville, a municipal corporation organized and existing pursuant to the laws of the State of North Carolina (the “CITY”).

WHEREAS, ECU and the CITY are engaged in a cooperative effort for the operation of the Lucille W. Gorham Intergenerational Center (the “Center”) in order to provide a multidisciplinary community center in an attempt to meet the needs that exist in West Greenville;

WHEREAS, extensive use of the Center by community members has put a strain on the Center’s facilities generating a need for increased space;

WHEREAS, the second floor of the Lessie Bass Building at the Center may not be utilized by ECU or the CITY because it does not have a functioning fire escape as required by the fire code and because it fails to meet the accessibility requirements of the American with Disabilities Act;

WHEREAS, ECU submitted proposals and was awarded grant funds totaling one-hundred seventy thousand and No/100 dollars (\$170,000) for the installation of a fire escape and elevator at the Lessie Bass Building from the James J. and Mamie Richardson Perkins Trust (\$100,000), the Mildred Sheffield Wells Charitable Trust (\$35,000), and the West Memorial Fund (\$35,000), respectively;

WHEREAS the CITY, as owner of the Center, wishes to use these funds to install a fire escape and elevator in the Lessie Bass Building at the Center;

NOW, THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, ECU and the CITY agree as follows:

1. The CITY agrees to use its best efforts to perform the work described in the Statement of Work (attached as EXHIBIT A) (the “WORK”).

**2. FUNDING AND INVOICES**

- a. ECU agrees to obligate funds for the WORK in the amount identified in Section 18 of this Agreement as the “Amount Funded this Action.” The CITY shall provide a detailed invoice to ECU denoting expenses incurred for each project as noted in Block 14 of this Agreement. Invoices submitted and payments rendered shall be directed in accordance with this Agreement. Payment(s) shall be made to the CITY within thirty (30) days of invoice receipt. Any deviations from the approved budget

shall be provided in writing to the authorized representative identified in Section 11 for prior approval and administered in accordance with the terms as appended to this Agreement.

### **3. KEY PERSONNEL**

- a. The work to be performed hereunder shall be under the direction of the individual identified in Sections 5 of this Agreement (the “KEY PERSONNEL”). The CITY agrees that no changes will be made to the KEY PERSONNEL without prior written consent of ECU, provided however, that such consent shall not be unreasonably withheld. ECU may meet with the KEY PERSONNEL at reasonable and mutually agreeable times and places in order to discuss the progress of this project.

### **4. REPORTS**

- a. The CITY shall provide financial reports in accordance with Section 15 of this Agreement and progress reports in accordance with Section 16 of this Agreement.
5. The CITY shall make available to ECU upon request all plans, drawings, and specifications relating to the WORK. ECU does not have the right to require changes to these documents, but may offer suggestions to the CITY. All drawings and specifications shall remain the property of the CITY.
6. The CITY shall make available to ECU upon request a list of all designers (architect(s) and/or engineer(s)), contractor(s), general contractor(s), and subcontractor(s)) that are retained by the CITY to perform the WORK (the “CONTRACTOR”). ECU does not have the right to select, control, hire, or fire the CONTRACTOR, but may make recommendations to the CITY.

### **7. TERMINATION**

- a. This Agreement may be terminated by either party upon thirty (30) days written notice to the parties identified in Sections 8 and 9 of this Agreement. All non-cancelable commitments incurred by the CITY but not yet invoiced to ECU shall be billed by the CITY as soon as practicable and paid in accordance with Section 14 of this Agreement.
- b. This Agreement may be terminated upon any breach of or default by either party by providing written notice of such breach or default to the authorized representatives identified in Sections 8 and 9 of this Agreement. Such termination shall become

effective at the end of ninety (90) days of such notice, unless during said ninety (90) day period an acceptable cure for such breach or default is provided.

- c. Termination of this Agreement by either party shall not affect the rights and obligations of the parties accrued prior to the effective date of the termination. The rights and duties under Section 18 of the Agreement and Sections 8 and 9 of these Standard Terms and Conditions shall survive termination or expiration of this Agreement.

## **8. MISCELLANEOUS**

- a. The terms of this Agreement may not be assigned to any third party without the prior written consent of the parties.
- b. This Agreement is made under, and shall be interpreted and construed pursuant to, the Laws of the State of North Carolina.
- c. This Agreement constitutes the entire agreement for the purpose stated herein between the parties and all prior negotiations, representations, understandings and agreements are superseded herein. This Agreement may be amended, waived, assigned or delegated in whole or in part only by means of a written document signed by duly authorized representatives of the parties.
- d. The provisions of this Agreement are severable, and in the event that any provisions are determined to be invalid or unenforceable under any controlling body of law, such invalidity or unenforceability shall not in any way affect the validity or enforceability of the remaining provisions herein.
- e. The failure of either party to assert a right herein or to insist upon compliance with any term or condition of this Agreement shall not constitute a waiver of that right or excuse a similar subsequent failure to perform any such term or condition by the other party.
- f. For the purposes of this Agreement the parties shall be deemed to be independent contractors and not agents or employees of the other party.
- g. Nothing contained herein shall allow either party to use the names or registered trademarks of the other party for any purpose without prior written consent by an authorized official of the applicable organization, provided however that organizational names may be used in statements of fact insofar as such statements are not, nor can be considered, an endorsement of a project, product or service.

- h.** Any delays in or failures of performance under this Agreement shall not be considered a breach of this Agreement if and to the extent such delays are caused by occurrences beyond reasonable control of the party, including but not limited to Acts of God; acts, regulations or laws of any government; strikes or other concerted acts of workers; fires; floods; explosions; riots; wars; rebellions; and sabotage. Any time for performance hereunder shall be extended, to the extent permitted by the Source of Funding identified in Section 4 of this Agreement, by the actual time of delay caused by such occurrence.
- i.** Any and all equipment and materials purchased by the CITY with funds provided pursuant to this Agreement shall become the property of the CITY, except as otherwise described in Application or Budget. The CITY shall be solely responsible for the proper protection, housing, care, and maintenance of all such equipment and materials.
- j.** All exhibits to this Agreement are hereby incorporated into and made a part of this Agreement.
- k.** Nothing contained herein shall limit the statutory authority of the North Carolina Attorney General to represent, investigate, defend or settle any claims filed against ECU.
- l.** In the event that financial resources provided herein are flowed down from the State of North Carolina, then the following shall apply:

  - i.** Any contractor receiving at least \$15,000 but less than \$300,000 in State funds from the State of North Carolina within any fiscal year is required to file with each funding State agency a sworn accounting of receipts and expenditures of State funds in the format approved by the State Auditor. This accounting must be attested to by the Recipient Organization's fiscal officer and one other authorizing officer of the Recipient Organization. This accounting must be filed with each funding State agency within six months after the end of the Recipient Organization's fiscal year. If the Recipient Organization receives State funds of \$300,000 or more during its fiscal year, it must file with the State Auditor and each State funding agency its audited financial statements in accordance with the standards and formats prescribed by the State Auditor in Memorandum NGO-2 "Grantee Audit Reports". If the Recipient Organization receives \$300,000 or more in Federal awards during its fiscal year from any source, including federal funds passed through the State or other grantors, it must obtain a single audit or program-specific audit conducted in accordance with the Federal Office of Management and

Budget's Circular A-133 "Audits of States, Local Government and Non-Profit Organizations". If the above amounts are not met by one single funding agency, but rather any combination of funding agencies, then the appropriate reports shall be sent to the Office of the State Auditor. Also, a corrective action plan for any audit findings and recommendations must be submitted along with the audit report within the period specified by the applicable OMB Circular or Memorandum.

9. The CITY shall perform the WORK consistent with the following requirements and shall ensure that these terms shall apply equally to each CONTRACTOR who performs the WORK and shall take such action as may be necessary to bind each CONTRACTOR to these terms:

- a. **COMPLIANCE WITH LAW**

- i. The CITY and the CONTRACTOR, respectively, represent and warrant that it shall comply with all laws, regulations, and policies, applicable to the performance of the WORK.

- b. **MATERIALS, EQUIPMENT, AND EMPLOYEES**

- i. Unless otherwise specified herein, the CITY and the CONTRACTOR shall supply and pay for all labor, transportation, materials, tools, apparatus, lights, power, heat, sanitary facilities, water, scaffolding and incidentals necessary for completion of the WORK, and shall install, maintain, and remove all equipment of the construction, other utensils or things, and be responsible for the safe, proper and lawful construction, maintenance and use of the same, and shall construct in the best and most workmanlike manner, a complete job and everything incidental thereto, all in accordance with the Statement of Work.
      - ii. All materials used by the CITY and the CONTRACTOR shall be new and of quality specified, except where reclaimed material is authorized herein and approved for use. Workmanship shall at all times be of a grade accepted as the best practice of the particular trade involved, and as stipulated in written standards or recognized organizations or institutes of the respective trades except as exceeded or qualified by specifications.
      - iii. If at any time during the construction and completion of the work covered by this Agreement the conduct of any workman is deemed to be a nuisance to ECU or detrimental to the performance of the WORK, the CITY and



CONTRACTOR shall order such parties removed immediately from the grounds.

**c. PERMITS, INSPECTIONS, FEES, REGULATIONS**

- i. The CITY and the CONTRACTOR shall give all notices and comply with all laws, ordinances, codes, rules and regulations bearing on the performance of the WORK. If the CITY and the CONTRACTOR performs any work knowing it to be contrary to such laws, ordinances, codes, rules and regulations, the CITY and the CONTRACTOR shall bear all cost arising therefrom.
- ii. The WORK shall conform to the North Carolina State Building Code and other state, local and national codes as are applicable. The cost of all required inspections and permits shall be the responsibility of the CITY and of the CONTRACTOR.
- iii. The CITY and the CONTRACTOR shall obtain and bear the cost for all building permits and inspections.

**d. PROTECTION OF WORK, PROPERTY, AND THE PUBLIC**

- i. The CITY and the CONTRACTOR shall be jointly responsible for the entire site and the building or construction of the same and provide all the necessary protections, as required by laws or ordinances governing such conditions. They shall be responsible for any damage to the property, or of that of others on the job, by them, their personnel, or their subcontractors, and shall make good such damages. They shall be responsible for and pay for any damages caused to ECU.
- ii. The CITY and the CONTRACTOR shall provide cover and protect all portions of the structure when the work is not in progress, provide and set all temporary roofs, covers for doorways, sash and windows, and all other materials necessary to protect all the work on the building, whether set by him, or any of the subcontractors. Any work damaged through the lack of proper protection or from any other cause, shall be repaired or replaced without cost to ECU.
- iii. The CITY and the CONTRACTOR shall protect all trees and shrubs designated to remain in the vicinity of the operations by building substantial boxes around same. They shall barricade all walks, roads, etc., as necessary to keep the public away from the construction. All trenches, excavations or

other hazards in the vicinity of the work shall be well barricaded and properly lighted at night.

- iv. The CITY and the CONTRACTOR shall provide all necessary safety measures for the protection of all persons on the job, and shall fully comply with all state laws or regulations and North Carolina State Building Code requirements to prevent accident or injury to persons on or about the location of the work. They shall clearly mark or post signs warning of hazards existing, and shall barricade excavations, elevator shafts, stairwells and similar hazards. They shall protect against damage or injury resulting from falling materials and they shall maintain all protective devices and signs throughout the progress of the work.
- v. The CITY and the CONTRACTOR shall adhere to the rules, regulations and interpretations of the North Carolina Department of Labor relating to Occupational Safety and Health Standards for the Construction Industry (Title 29, Code of Federal Regulations, Part 1926, published in Volume 39, Number 122, Part II, June 24, 1974, *Federal Register*), and revisions thereto as adopted by General Statutes of North Carolina 95-126 through 155.
- vi. The CITY and the CONTRACTOR shall designate a responsible employee as safety inspector, whose duties shall include accident prevention on the work project.

**e. INSPECTION OF WORK AND CONSTRUCTION SUPERVISION**

- i. It is a condition of this agreement that the work shall be subject to inspection during normal working hours by those persons required by state law to test special work for official approval. The CITY and CONTRACTOR shall therefore provide safe access to the work at all times for such inspections.
- ii. Throughout the progress of the work, the CONTRACTOR shall keep at the job site a competent superintendent or supervisory staff satisfactory to the CITY.
- iii. Each CONTRACTOR is required to cooperate and consult with each other CONTRACTOR during the performance of the Work. Each CONTRACTOR shall be financially responsible for any damage to other CONTRACTOR's work and for undue delay caused to other CONTRACTOR on the project.

**f. CITY and CONTRACTOR RELATIONSHIPS**

- i. The CITY and the CONTRACTOR shall cooperate with each other in the execution of their work, and shall plan their work in such manner as to avoid conflicting schedules or delay of the work.
- ii. The CITY shall settle all disputes between CONTRACTORS.
- iii. The CONTRACTOR is and remains fully responsible for its own act(s) or omission(s) as well as those of any of its subcontractors and employees.
- iv. The CITY and CONTRACTOR agree that no contractual relationship exists between the CONTRACTOR and ECU in regard to the performance of the WORK, and that neither the CITY nor the CONTRACTOR is an agent or employee of ECU.
- v. The CITY is solely responsible for payments to CONTRACTOR. ECU is not responsible for *any* payments to the CONTRACTOR. The CITY shall ensure that all payments to the CONTRACTOR are made in accordance with law and any applicable contract. The CITY shall settle all disputes with the CONTRACTOR relating to claims for payment or for extra compensation.

**g. TIME OF COMPLETION, DELAYS, EXTENSION OF TIME**

- i. The time of completion for the WORK is identified in Section 18 of this Agreement as the “Budget Period Start Date” and the “Budget Period End Date.” The CITY and the CONTRACTOR shall prepare a construction schedule to complete the WORK within the time of completion. The CONTRACTOR shall be responsible to the CITY for an amount of liquidated damages agreed upon between the CONTRACTOR and the CITY for each day in excess of the time of completion for the WORK to cover losses to the CITY and ECU by reason of failure of said CONTRACTOR to complete the work within the time specified, such time being in the essence of this contract and material
- ii. If CITY is delayed at any time in the progress of their work by any act or negligence of the CONTRACTOR, or by any employee of same; by any separate CONTRACTOR employed by the CITY; by changes ordered in the work; by labor disputes at the project site; by abnormal weather conditions not reasonably anticipated for the locality where the work is performed; by unavoidable casualties; by any causes beyond the CITY's control; or by any

other causes which ECU determines may justify the delay, then the contract time may be extended for the time which ECU may determine is reasonable. Requests for extension of time shall be made to ECU in writing twenty (20) days following the cause of delay. The CONTRACTOR shall notify its surety in writing of extension of time granted.

#### **h. FINAL INSPECTION**

- i. Upon notification from the CONTRACTOR(s) that work is complete and ready for inspection, the CITY shall make a preliminary final inspection to verify that the project is complete and ready for final inspection. At final inspection the CITY shall, if job conditions warrant, record a list of items that are found to be incomplete or not in accordance with the Statement of Work. At the conclusion of the final inspection, the CITY shall make the following determinations:
  1. That the project is complete and accepted.
  2. That the project is accepted and subject to a list of discrepancies. All discrepancies must be completed within thirty (30) days of acceptance.
  3. That the project is not complete and another date for a final inspection will be established.

#### **i. MINIMUM INSURANCE REQUIREMENTS**

- i. Work under this agreement shall not commence until the CONTRACTOR has obtained all required insurance and verifying certificates of insurance have been approved in writing by the CITY. These certificates shall contain a provision that coverages afforded under the policies will not be cancelled, reduced in amount or coverages eliminated until at least thirty (30) days after mailing written notice, by certified mail, return receipt requested, to the insured and the CITY of such alteration or cancellation.
- ii. **Worker's Compensation and Employer's Liability.** The CONTRACTOR shall provide and maintain, during the life of this agreement, workmen's compensation insurance, as required by law, as well as employer's liability coverage with minimum limits of \$100,000.
- iii. **Public Liability and Property Damage.** The CONTRACTOR shall provide and maintain, during the life of this agreement, comprehensive general liability insurance, including coverage for premises operations, independent contractors, completed operations, products and contractual

ix

exposures, as shall protect such contractors from claims arising out of any bodily injury, including accidental death, as well as from claims for property damages which may arise from operations pursuant to this agreement, whether such operations be by the CONTRACTOR or by any subcontractor, or by anyone directly or indirectly employed by either of them and the minimum limits of such insurance shall be as follows:

Bodily Injury: \$500,000 per occurrence

Property Damage: \$100,000 per occurrence / \$300,000 aggregate

In lieu of limits listed above, a \$500,000 combined single limit shall satisfy both conditions.

Such coverage for completed operations must be maintained for at least two (2) years following the CITY's final acceptance of the work performed under the contract.

- iv. **Property Insurance (Builder's Risk/ Installation Floater).** The CONTRACTOR shall purchase and maintain property insurance during the life of this agreement, upon the entire work at the site to the full insurable value thereof. This insurance shall include the interests of the CITY, the contractor, the subcontractors and subcontractors in the work and shall insure against the perils of fire, extended coverage, and vandalism and malicious mischief. If ECU or the CITY is damaged by failure of the CONTRACTOR to purchase or maintain such insurance, then the CONTRACTOR shall bear all reasonable costs properly attributable thereto; the CONTRACTOR shall effect and maintain similar property insurance on portions of the work stored off the site.
- v. **Deductible.** Any deductible, if applicable to loss covered by insurance provided, is to be borne by the CONTRACTOR.
- vi. **Other Insurance.** The CONTRACTOR shall obtain such additional insurance as may be required by the CITY or by the General Statutes of North Carolina including motor vehicle insurance, in amounts not less than the statutory limits.
- vii. **Proof of Carriage.** The CONTRACTOR shall furnish the CITY with satisfactory proof of carriage of the insurance required before written approval is granted by the CITY. The CITY shall provide such proof of carriage of insurance to ECU upon request.

**j. PERFORMANCE BOND AND PAYMENT BOND**

- i. Each CONTRACTOR shall furnish a performance bond and payment bond executed by a surety company authorized to do business in North Carolina. The bonds shall be in the full contract amount.
- ii. All bonds shall be countersigned by an authorized agent of the bonding company who is licensed to do business in North Carolina.

**k. CONTRACTOR'S AFFIDAVIT**

The final payment of retained amount due the CONTRACTOR from the CITY on account of the contract shall not become due until the CONTRACTOR has furnished to the CITY an affidavit signed, sworn and notarized to the effect that all payments for materials, services or subcontracted work in connection with his contract have been satisfied, and that no claims or liens exist against the CONTRACTOR in connection with this contract. In the event that the CONTRACTOR cannot obtain similar affidavits from subcontractors to protect the CONTRACTOR and the CITY from possible liens or claims against the subcontractor, the CONTRACTOR shall state in his affidavit that no claims or liens exist against any subcontractor to the best of its (the CONTRACTOR's) knowledge, and if any appear afterward, the CONTRACTOR shall indemnify, release, and save the CITY and ECU harmless.

**l. USE OF PREMISES**

- i. The CONTRACTOR shall confine its apparatus, the storage of materials and the operations of its workmen to limits indicated by law, ordinances, permits or directions of the CITY and shall not exceed those established limits in its operations.
- ii. The CONTRACTOR shall not load or permit any part of the structure to be loaded with a weight that will endanger its safety.
- iii. The CONTRACTOR shall enforce the CITY's instructions regarding signs, advertisements, fires and smoking.
- iv. No firearms, any type of alcoholic beverages, or drugs (other than those prescribed by a physician) will be permitted at the job site.

**m. UTILITIES, STRUCTURES, SIGNS**

- i. The CITY shall provide necessary and adequate facilities for water, electricity, gas, oil, sewer and utility services which may be necessary and required for completion of the WORK.

- ii. The CITY shall provide, if required and where directed, a shed for toilet facilities and shall furnish and install in this shed all water closets required for a complete and adequate sanitary arrangement. These facilities shall be available to the CONTRACTOR on the job and shall be kept in a neat and sanitary condition at all times.
- iii. The CITY will erect one sign on the project if required. The sign shall be of sound construction, and shall be neatly lettered with black letters on white background. The sign shall bear the name of the project, and the names of prime contractors on the project, and the name of the designer and consultants.

**n. CLEANING UP**

- i. The CONTRACTOR shall keep the building and surrounding area reasonably free from rubbish at all times, and shall remove debris from the site on a timely basis or when directed to do so by the CITY. ECU may request the CITY to remove debris from building and surrounding area if ECU determines the debris interferes with its use of the building and surrounding area. The CITY shall provide an on site refuse container(s) for the use of all CONTRACTORS. Each CONTRACTOR shall remove their rubbish and debris from the building on a daily basis. The CONTRACTOR shall broom clean the building as required to minimize dust and dirt accumulation.
- ii. The CITY shall provide and maintain suitable all-weather access to the building.
- iii. Before final inspection and acceptance of the building by the CITY, each CONTRACTOR shall clean his portion of the work, including glass, hardware, fixtures, masonry, tile and marble (using no acid), clean and wax all floors as specified, and completely prepare the building for use by the CITY and, with no cleaning required by the CITY or ECU.

**o. GUARANTEE**

- i. The CONTRACTOR shall unconditionally guarantee materials and workmanship against patent defects arising from faulty materials, faulty workmanship or negligence for a period of twelve (12) months following the date of final acceptance of the work by the CITY or beneficial occupancy; and shall replace such defective materials or workmanship without cost to the CITY or ECU.

- ii. Where items of equipment or material carry a manufacturer's warranty for any period in excess of twelve (12) months, then the manufacturer's warranty shall apply for that particular piece of equipment or material. The CONTRACTOR shall replace such defective equipment or materials, without cost to the CITY or ECU, within the manufacturer's warranty period.

**p. INDEMNIFICATION**

- i. To the extent permitted and limited by the laws of North Carolina, the CITY and the CONTRACTOR will indemnify and hold ECU harmless from and against all claims, damages, losses and expenses, including, but not limited to, attorneys' fees, arising out of or resulting from the performance or failure of performance of the WORK, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission or the willful misconduct of the CITY and/or the CONTRACTOR, or the agents of either the CITY or the CONTRACTOR. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this article.

**q. TAXES**

- i. The CITY and the CONTRACTOR are responsible for the payment of all taxes relating to this agreement or the WORK

**r. CONFIDENTIALITY**

- i. In the event that confidential information is provided for the purposes of conducting the WORK described herein then the organization receiving such confidential information (hereafter "Recipient") agrees not to disclose or to use for any purposes other than for performance of this Agreement any and all privileged records or other confidential information appropriately marked as "Confidential" that is provided by the providing institution (hereafter "Provider"). The obligation of non-disclosure shall not apply to the following:
  - 1. Information which, at the time of disclosure is in the public knowledge or becomes part of public knowledge, except by breach of this Agreement, information required to be produced by a court or



law, or information which constitutes a “public record” for which Recipient Organization is obligated to disclose pursuant to N.C.G.S. 132-1 *et seq.*;

2. Information which was in Recipient’s possession at the time of disclosure by Provider, and which was not acquired, directly or indirectly, from Provider;
3. Information which results from research and development by Recipient, independent of disclosure from Provider;
4. Information, which Recipient receives from third parties, provided Information was not obtained with the knowledge of Recipient by said third parties, directly or indirectly from Provider on a confidential basis.

s. **INTELLECTUAL PROPERTY RIGHTS**

- i. It is expressly agreed that neither ECU nor the CITY transfers by operation of this Agreement any patent right, copyright right, or other proprietary right either party owns prior to the effective date of this Agreement.
- ii. Nothing contained herein shall be construed as granting either expressly or by implication, estoppel or otherwise to either party any right or license to reproduce, sell, have sold, or make derivative works, copyrightable materials or any other intellectual property rights of either party.
- iii. It is further agreed that any inventions, discoveries or improvements arising out of the study performed shall be promptly disclosed to ECU in writing and ECU shall have the option to negotiate an exclusive or non-exclusive, worldwide license to make, have made, use and sell products incorporating such inventions under reasonable terms. This option may be exercised by ECU by written notice to the CITY at any time during a period of one hundred eighty (180) days after disclosure is made to ECU. In the event that ECU does not exercise its option within the specified period, the CITY shall be free to license to third parties.

Exhibit D

MILDRED SHEFFIELD WELLS CHARITABLE TRUST  
TRUST DISTRIBUTION COMMITTEE  
P.O. DRAWER 20067  
GREENVILLE, NORTH CAROLINA

JAMES G. SULLIVAN, CHAIR (reiteration of proposal to Perkins & West Foundations)  
THE REVEREND ROBERT HUDAK  
DANNY MCNALLY

BANK OF AMERICA, TRUSTEE

**APPLICATION**

Established for the benefit of its citizens, organizations, and projects in Pitt County, North Carolina, The Mildred Sheffield Wells Trust was created for tax-exempt and charitable non-profit purposes in order to assist educational, charitable or benevolent institutions, whether supported wholly or in part by private donations or by public taxation; to provide for the care of the sick, aged, helpless, and needy men, women, and children; to provide facilities for public recreation; to aid and assist churches, religious institutions and spiritual causes; to aid and assist worthy and needy students through the means of granting scholarship(s), tuition grants, etc., and to provide for such other worthy purposes as the DISTRIBUTION COMMITTEE deems to be in keeping with the best interest of Pitt County, North Carolina, and its citizens. In addition, The Mildred Sheffield Wells Trust was established to provide assistance to any individual or institution, "wherever located, engaged in cancer and arthritic research is done and performed under such conditions and cost effectiveness that the DISTRIBUTION COMMITTEE, in its sole and absolute discretion, is reasonably certain and satisfied regarding the manner in which the funds so distributed for cancer and arthritic research are being used."

**I Applicant Information**

Name of organization or agency: East Carolina University Foundation, Inc.

Address: East Carolina University  
Greenville Centre, Ste. 1100  
2200 South Charles Blvd.  
Greenville, NC 27858

Contact Person: Judy Siquaw, Dean, College of Human Ecology  
Telephone: (252) 328-1098

**II Fiscal Information**

Period for which funds are requested: December 1, 2009 to November 30, 2010

Funding base:

Amount requested from the Wells Trust	<u>\$220,000</u>
Amount of funds to be contributed by your organization	<u>\$110,000</u>
Total Cost of the project/program	<u>\$330,000</u>
Amount requested from other organizations	

(Please name each such organization and if amounts have been granted and/or pending)

James J. and Mamie Richardson Perkins Trust \$ 220,000 (pending)

West Memorial Fund \$ 220,000 (pending)

We have submitted program-specific grant proposals to the Bank of America Foundation and the Pitt Memorial Hospital Foundation. We also have written a letter of inquiry to the Kresge Foundation.

How will your organization fund the project if the West Memorial Fund Trust is not provided?

We will continue to seek private support from individual donors, charitable corporations, and foundations.

### III Proposal

A two hundred word synopsis of the project/program to be funded is requested. A full description of the project may be attached to the end of the application. **See attached.**

The Lucille W. Gorham Intergenerational Community Center is a unique collaboration among the City of Greenville, East Carolina University, and the West Greenville community. The objective is to improve the neighborhood of West Greenville by working with the community to define and address the needs of this underserved population. The activities at the Center are putting a strain on the facilities. Last year, more than 10,000 individual visits were made to the Center, and 19 separate programs were offered. This year, we expect to top 15,000 visits and offer 20 programs. Currently, we are able to use only 1,800 square feet on the building's first floor, because we do not meet fire codes for a functioning fire escape, and we are not in compliance with the Americans with Disabilities Act, because we do not have an elevator. Use of the second floor would double our space. The Center also needs new floor coverings and furniture. We need to renovate the kitchen to meet standards for meal preparation. Implementation of this project would take approximately one year, since we must run our programs while renovations are underway. Upgrades will increase the Center's ability to obtain external funding for our programs and to reach more residents.

### IV Project Effectiveness

Give three ways that your project will change and enrich the lives of the citizens of Pitt County. However, grant requests in the field of cancer and arthritic research conducted outside Pitt County may disregard this requirement.

These funds will allow the Lucille W. Gorham Intergenerational Community Center to have room to expand its outreach and collaboration with the West Greenville Community. Three ways in which we expect to do this are:

1. The *Youth Apprentice Program*, which places troubled youth with an employer partner and assists the young people in getting back into high school or in getting a GED while also teaching life skills such as conflict management, parenting, and coping. This program is aimed at increasing high school graduation rates and employment in the community. We want to expand this program to include more young people.
2. The *YES! 21<sup>st</sup> Century* project, which was designed to improve reading and math skills for third through fifth graders. This program is conducted year-round and includes enrichment programs such as chess lessons and field trips to art museums. This program also is aimed at reducing drop-out rates and improving success of these students.
3. The *Community Partners for Health Program* (funding pending) is an in-community continuing care program for treatment of chronic disease. At least 1/3 of the adult population of the community has a chronic disease or condition such as diabetes, obesity, high blood pressure, or heart disease.

### V Historical Data

Give a description of your organization/agency and its past accomplishments. Also, include an estimated duration of the project and a method and criteria to evaluate the success of the project, if funded.

Through grants and a private donation acquired by city planners, the City of Greenville purchased the buildings of the former St. Gabriel's Church and school in the heart of West Greenville and leased the property at 1100 Ward Street to ECU for the establishment of the Center. The ECU College of Human Ecology is the site manager for the property. The Center also serves as a field placement site for ECU students and provides opportunities for faculty research. The late Dr. Lessie Bass, who was a professor of Social Work, was appointed by the dean of the College of Human Ecology as the founding director of the Center. Dr. Bass received the University of North Carolina System Award for Public Service for her work at the Center and in West Greenville. East Carolina has supported the Center by providing staff, operating budget, and rent annually since its inception.

The Center is a unique collaboration among the City of Greenville, East Carolina University, and the West Greenville community. The objective of this initiative is to improve the neighborhood of West Greenville by working within the community to define and address the needs of this underserved population. <sup>Item # 2</sup> The West Greenville community has a population of 1,300 and includes several historically black neighborhoods with a

rich cultural history. Today, the neighborhood is comprised mainly of single parents with limited resources (404 single-family households) along with a number of elderly residents. It faces many challenges:

- home ownership is 20%
- unemployment is 23.1%
- median household income is \$9,986
- a high crime rate
- while data on the high school dropout rate for West Greenville cannot be extrapolated from the Department of Public Instruction data, 61.6% of the 482 high school dropouts in Pitt County in 2007-2008, or 297, were African-American
- at least 94% of the children enrolled at the local elementary school are on the free or reduced-fee lunch program.

**VI Budget – See attached.**

- A Submit a one-page line item budget of the project which includes both anticipated income and expenditures.
- B Submit a current fiscal year budget for your organization.
- C Are your funds audited? Yes
- D If your funds are audited, submit a copy and/or verification of the audit report.

**VII Board of Directors**

Provide a list of the members of the petitioning organization’s governing board and a brief explanation of how members are selected. **See attached.**

Each year, the ECU Foundation Engagement Committee submits a list of proposed directors to the Executive Committee for its review and approval. The Executive Committee then submits this list of approved directors to the full Board of Directors for election at the annual meeting of the Board of Directors. In addition to this proposed slate of nominees, nominations also are made from the floor at the annual meeting.


Additionally, members of the current board of directors for the Lucille W. Gorham Intergenerational Center are: Tom Irons, Don Edwards, Rose Glover, Mildred Council, P. Milliard, Debbie Moody, Gracie Vines, and Merrill Flood. Members are appointed by the director of the Center with the approval of East Carolina University, the City of Greenville, and the Center’s community advisory board.

**VIII Tax-Exempt Status – See attached.**

Provide a copy of the petitioning organization’s federal tax-exempt certification under Section 501(c)(3) of the Internal Revenue Code, including a determination as to your status as a publicly supported organization.

**IX Signatures**

Authorized Applicant  
Project Supervisor  
Address

  
\_\_\_\_\_  
Judy Siquaw  
East Carolina University  
Greenville Centre, Ste. 1100  
2200 South Charles Blvd.  
Greenville, NC 27858  
(252) 328-9594

Phone

Date of Signing

\_\_\_\_\_  
10/12/09

MAIL OR DELIVER FOUR (4) APPLICATIONS TO:

James G. Sullivan, Chairman  
Wells Distribution Committee  
P. O. Drawer 20067  
1100 Conference Drive  
Greenville, NC 27858

## Lucille W. Gorham Intergenerational Community Center

### III. Full Proposal

#### **Total funds required for the project and specific amount requested from the Mildred Sheffield Wells Charitable Trust**

East Carolina University shares the Wells Trust's interest in providing for the care of needy men, women, and children in Pitt County. We seek your investment of \$220,000 in the Lucille W. Gorham Intergenerational Community Center (Center)—a community engagement effort of the College of Human Ecology, which was opened in 2007. Its mission is to provide a comprehensive community-based system of service and care, and provide a facility for educational and enrichment programs, services, community meetings, strategic planning, and community-based research for some of Pitt County's most at-risk residents. We are seeking funds to perform critical renovations that will allow us to utilize the second floor of the Center and to bring the Center into compliance with Americans with Disabilities Act regulations. Last year alone, the Center had more than 10,000 visits.

Through grants and a private donation acquired by city planners, the City of Greenville purchased the buildings of the former St. Gabriel's Church and school in the heart of West Greenville and leased the property at 1100 Ward Street to ECU for the establishment of the Center. The ECU College of Human Ecology is the site manager for the property. The Center also serves as a field placement site for ECU students and provides opportunities for faculty research. The late Dr. Lessie Bass, who was a professor of Social Work, was appointed by the dean of the College of Human Ecology as the founding director of the Center. Dr. Bass received the University of North Carolina System Award for Public Service for her work at the Center and in West Greenville. East Carolina has supported the Center by providing staff, operating budget, and rent annually since its inception.

#### **Description of the organization and past accomplishments**

The Center is a unique collaboration among the City of Greenville, East Carolina University, and the West Greenville community. The objective of this initiative is to improve the neighborhood of West Greenville by working within the community to define and address the needs of this underserved population. The West Greenville community has a population of 1,300 and includes several historically black neighborhoods with a rich cultural history. Today, the neighborhood is comprised mainly of single parents with limited resources (404 single-family households) along with a number of elderly residents. It faces many challenges:

- home ownership is 20%
- unemployment is 23.1%
- median household income is \$9,986
- a high crime rate
- while data on the high school dropout rate for West Greenville cannot be extrapolated from the Department of Public Instruction data, 61.6% of the 482 high school dropouts in Pitt County in 2007-2008, or 297, were African-American
- at least 94% of the children enrolled at the local elementary school are on the free or reduced-fee lunch program.

The Center has received approximately \$640,000 in external funding for programming at the Center since 2007. The Center is the site of multiple projects addressing issues identified by the community across many age groups. Among the most significant programs is the *Youth Apprenticeship Program*, which places troubled youth with an employer partner and assists the young people in getting back into high school or in getting a GED. It also teaches life skills such as conflict management, parenting, and coping.

Another program in its third year is the *Summer Significance Academy*, a six-week program for rising 5th graders who are about to enter middle school. This program seeks to enhance math and science skills, as well as to reinforce good study habits in the summer, and then tracks youngsters in their sixth grade year and provides tutoring as necessary. The program is significant since studies show that youth who drop out in high school actually made the decision in middle school.

A new program, which started in July 2009, is the *YES! 21<sup>st</sup> Century* project which was designed to improve reading and math skills for third through fifth graders. This program is conducted year-round and includes enrichment programs such as chess lessons and field trips to art museums.

The Center has just completed a demonstration community gardening project funded by a W. K. Kellogg grant. This grant established a demonstration community garden and sent community members to the county extension offices' Master Gardener program. Other projects include: health mini-seminars for our quilting group comprised mostly of older women, an after-school program serving neighborhood children who attend a magnet school in Kinston, and a behavioral health program (funded by Eastern Carolina Behavioral Health) aimed at preventing substance abuse. The Center also has facilitated tax assistance programs through the Volunteer Income Tax Assistance Program, and financial planning and home ownership, through the HUD-sponsored Progressive Action and Debt Restoration program. Other programs on debt management, home buying, energy saving and self-help workshops have been delivered. In addition, local lenders and real estate agents provided pre-qualification services. The services were provided one week per month for one year with an average of 10 individuals attending per session. The choir from a neighborhood-built high school back in the early 1950s has reassembled. Mr. Wooten, who was the senior musical director and still lives in West Greenville conducted an end-of-the-year community celebration in 2007.

#### **Description and estimated duration of this project**

All of the activities and programs offered by the Center are putting a considerable strain on the facilities. Last year, more than 10,000 individual visits were made to the Center. In the current year, we expect to reach 15,000 visits. Currently, we are able to use only 1,800 square feet on the first floor of the building, because fire code and lack of compliance with the ADA prohibit us from using the second floor. The majority of the funds requested from the Wells Trust are for installation of an elevator and repair of the non-functional fire escape. Use of the second floor would double our space and allow us to have adequate room for permanent areas for selected programs. The Center needs new floor covering and new furniture, especially for children. We also need to renovate the kitchen to meet standards for the preparation of meals. We believe that complete implementation of renovations and purchases would take approximately one year, since we must operate our programs while renovations are underway.

#### **Method and criteria for evaluating success of the project**

The successful opening of the upper floor of the Center, the purchase of new furniture, and a renovated kitchen will increase the Center's ability to obtain external funding for our many programs. We will measure our success by our ability to expand and stabilize funding for the delivery of high-quality programs and student experiences for the West Greenville community and East Carolina students.

## L. W. Gorham Intergenerational Community Center

### VI. Budget

ITEM	REQUESTED FUNDING	ECU CONTRIBUTION	TOTAL PROJECT COST
Kitchen renovation	\$45,000		\$45,000
Floor coverings	\$5,000		\$5,000
Furniture		\$10,000	\$10,000
Fire escape and elevator	\$170,000		\$170,000
Staff, rent, operations		\$100,000	\$100,000
<b>TOTAL</b>	<b>\$220,000</b>	<b>\$110,000</b>	<b>\$330,000</b>



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

**Title of Item:** Contract award to install a dedicated heating, ventilation, and air-conditioning system for the City Hall computer server room

**Explanation:** City Hall was constructed such that the City's computer server room was cooled by the heating, ventilation and air-conditioning system (HVAC) that supports the employees working in the "old" section of City Hall. The layout of the server room in combination with the installation of additional computer and server equipment has resulted in this system being insufficient to meet the cooling needs of the room. The layout and additional equipment have caused the server room's back-up cartridge type cooling systems to run constantly in an attempt to keep the equipment cooled and operational. Thus, if there was a failure of the primary cooling system, the backups would not be able to keep the server room cool enough to ensure the equipment will remain in operation. Additionally, Public Works must operate the HVAC system for the "old" part of the building based on the needs of the server room and not the needs of the employees who work in that part of the building. Thus, on many occasions, the employee-occupied spaces are too cold.

Public Works conducted a study to determine the appropriate means of rectifying the problem. The study determined that installing a separate cooling system on the roof would provide the necessary cooling power.

Public Works pre-qualified three contractors to bid on the contract for installing the HVAC system for the City Hall Server Room Project. The request for proposals to the three contractors was issued on January 6, 2010, with a bid opening date of January 22, 2010. All three contractors provided bids. The lowest bidder was American Builders, Inc. of Greenville with a bid of \$491,500. Two of the three contractors provided incomplete bids; only the highest bidder (\$543,340) provided a complete bid. Based on these results, the Department recommended that City Council reject all bids and re-advertise the project. City Council rejected the bids on February 11, 2010.

The Department re-advertised the project to all bidders on February 18, 2010 and accepted bids on March 17, 2010. Three bids were received. The difference



between the lowest bidder and the highest bidder was \$6,500. All bidders submitted the required Minority/Women Business Enterprise (MWBE) forms; however, there were problems with all three bidders' Minority/Women Business Enterprise (MWBE) submissions. Public Works reviewed all bids in coordination with the MWBE Coordinator. The two lowest bidders were determined to be non-responsive for failure to satisfactorily meet the City's MWBE requirements. The low bidder, American Builders, was determined to be non-responsive as their proposed MWBE subcontractor was not HUB certified as required and the only supporting documentation they provided to show for their good faith effort was a copy of their newspaper advertisement. The next lowest bidder, Southern Piping Company, was determined to be non-responsive as they did not list any MWBE participation and did not provide any supporting documentation for their good faith effort. The last and highest bidder, Hudson Brothers Inc., only failed to fill out the total MWBE participation blanks in the form, which was determined to be an administrative error. Thus, Hudson Brothers of Greenville, NC, with a bid of \$487,000 was determined to be the lowest responsive bidder. Staff recommends that City Council award a construction contract to Hudson Brothers, Inc. of Greenville, NC, in the sum of \$487,000.

**Fiscal Note:**

Cost to construct the project is:

Construction Contract	\$487,000
Contingency (10%)	\$ 48,000
The East Group Fee	<u>\$ 14,020</u>
Total	\$549,020

The City Hall construction project only has \$300,412 to complete this final phase of construction. The City Council on November 9, 2009 designated \$2,513,234 as undesignated capital reserve for 2009-2010. These undesignated funds remain available and can be used to complete this project.

**Recommendation:**

Award a contract to Hudson Brothers, Inc. in the sum of \$487,000 for the project to install an HVAC system for the City Hall computer server room and authorize the transfer of \$248,608 from undesignated capital reserve to fund the remaining cost of the project.

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

Attachments / click to download


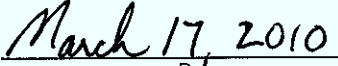
 [HVAC Bid Tab Sheet](#)

## HVAC System for Greenville City Hall IT Server Room Project

### BID TABULATION SHEET City of Greenville, North Carolina Engineering Division

Bid Opening: March 17, 2010 2:00 p.m.

Contractor	5% Bid Bond		Received Addendum		M/WBE Submitted		NCA Form Submitted		Total Base Bid
	Yes	No	Yes	No	Yes	No	Yes	No	
American Builders, Inc	X		X		X		X		\$480,500.00
Southern Piping Company	X		X		X		X		\$486,000.00
Hudson Brothers Construction Company	X		X		X		X		\$487,000.00

  
 David T. Brown, PE, City Engineer  
  
 Date



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

---

**Title of Item:** Renewal of Microsoft Enterprise Agreement

**Explanation:** The three (3) year Microsoft Enterprise Agreement offers significant cost savings over the City purchasing individual software unit licenses as is the practice of home computer users and small business owners. Renewal of this license will allow the City to remain current with product updates--Windows 7, Microsoft Office, Microsoft Outlook/Exchange, SharePoint--and receive highly discounted Information Technology Department staff Microsoft training. Further information on this agreement can be found in the attached memorandum from the Information Technology Director.

**Fiscal Note:** License renewal costs:


FY 09/10 (Year 1)	-	\$135,996.24	630 units @ \$215.87 each
FY 10/11 (Year 2)	-	\$123,148.14	630 units @ \$195.47 each
FY 11/12 (Year 3)	-	\$123,148.14	630 units @ \$195.47 each

Funds are available in the 2009/2010 budget and are proposed in the 2010/2011 and 2011/2012 budgets. The contract does contain a non- appropriation clause if budget dollars are not available.

**Recommendation:** Authorize renewal of the attached Microsoft Enterprise Agreement.

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**Attachments / click to download**

 [Enterprise Agreement Documents](#)

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MEMORANDUM

TO: Thom Moton, Assistant City Manager  
FROM: Rex Wilder, Director of Information Technology *SRW*  
DATE: March 31, 2010  
SUBJECT: Renewal of Microsoft Enterprise Agreement

In November of 2006 the City entered into a Microsoft Enterprise Agreement. This agreement allowed the City to upgrade Microsoft software products that the City has purchased over time. Rather than paying the market upgrade price, we paid a reduced yearly fee for the right to upgrade any Microsoft products at any time during the 3 year term. The average cost per PC per year was \$241.47. This agreement expired in November of 2009.

We have been working with Microsoft to renew the agreement for another 3 years. This agreement is on the State of NC Procurement Contract. We have received competitive pricing that is below the state contract price. We will continue to save dollars under the agreement by not having to pay upgrade pricing for our existing Microsoft products like Office, Exchange, SharePoint, etc. As an example, the upgrade price for Microsoft office is \$329.95 (plus tax) compared to the agreement price of \$179.55. Upgrading 565 users to Office 2007 will save \$84,439.25 by being under the agreement. We will be able to upgrade all Microsoft products to any new software release that occurs within the time period of the 3 year agreement.

We would like to award the bid to Dell. Their total cost for 3 years will be \$382,292.52. The average cost per PC the first year will be \$215.87. Dollars are available in the 2009/2010 budget and are proposed in the 2010/2011 and 2011/2012 budgets. The contract does contain a non-appropriation clause if budget dollars are not available.

We will also recognize savings where we can replace existing security, antivirus, spam, and other software with Microsoft products that are part of the agreement and get these products at a cheaper price through the agreement. We will also be able to take advantage of new products like "single sign on" with user password reset; a product bundled within the products that are under the agreement.

Included in the agreement were incentives for 30 hours of free training, roughly \$14,500 of consulting time, and allowing us to move software into the agreement that normally would not be eligible for the agreement, based on when it was purchased, for a savings of over \$24,000. There are other benefits that are available to us through the agreement that we will be taking advantage of, not only for IT, but for the users as well – online training, Microsoft web tutorials, employee purchase program, etc.

Renewing this agreement will allow us to stay current with all the enhancements Microsoft makes to their products in the next 3 years, as well as benefiting from the cost savings that is available.

Attachments  
#856844

Attachment number 1  
 02  
 This Quote Prepared for: NC City of Greenville  
 Renewal of EA 7256345  
 Requires Renewal Documents

**Microsoft Enterprise Pricing**  
**Microsoft Products per State of NC STC 208C**

Product Description	Price	Part #	Quantity	Total
Office All Ling SA MVL Platform	\$75.01	021-09429	565	\$42,380.65
Windows Vista Business All Ling Uprg/SA Pack MVL Platform w/VisEnterprise	\$39.41	661-00577	141	\$5,556.81
Windows Vista Business All Ling SA MVL Platform w/VisEnterprise	\$29.12	661-00580	424	\$12,346.88
Exchange Standard CAL All Ling Lic/SA Pack MVL Platform User CAL	\$16.05	381-03055	141	\$2,263.05
Exchange Standard CAL All Ling SA MVL Platform User CAL	\$8.64	381-03063	424	\$3,663.36
Office SharePoint CAL All Ling Lic/SA Pack MVL Platform User CAL	\$17.09	76M-01006	141	\$2,409.69
Office SharePoint CAL All Ling SA MVL Platform User CAL	\$9.19	76M-01012	424	\$3,896.56
Sys Ctr ConfigMgRCH ML All Ling Lic/SA Pack MVL Platform Per User	\$9.85	J5A-00467	141	\$1,388.85
Sys Ctr ConfigMgRCH ML All Ling SA MVL Platform Per User	\$5.31	J5A-00465	424	\$2,251.44
Windows Server CAL All Ling Lic/SA Pack MVL Platform User CAL	\$6.93	R18-02384	141	\$977.13
Windows Server CAL All Ling SA MVL Platform User CAL	\$3.70	R18-02392	424	\$1,568.80
Exchange Ent CAL w Svc All Ling Lic/SA Pack MVL Platform User CAL	\$7.17	76N-03167	208	\$1,491.36
SharePoint Enterprise CAL All Ling Lic/SA Pack MVL Platform User CAL	\$4.09	9MB-01518	565	\$4,469.15
SharePoint Enterprise CAL All Ling SA MVL Platform User CAL	\$2.94	76N-03166	357	\$1,460.13
Office Comm Svr Std CAL All Ling Lic/SA Pack MVL Platform User CAL	\$13.30	KMA-00788	565	\$7,514.50
Office Comm Svr Std CAL All Ling SA MVL Platform User CAL	\$2.91	KMA-00788	565	\$1,661.10
Sys Ctr Ops Mgr Cit ML All Ling Lic/SA Pack MVL Platform Per User	\$3.60	9TX-00452	565	\$2,034.00
Win Rights Mgr Svc CAL All Ling Lic/SA Pack MVL Platform Per User	\$13.27	T98-02195	565	\$7,497.55
Forefront Sec Suite All Ling Monthly Subscription MVL Platform Per User	\$105.41	9SE-00144	6	\$632.46
Exchange Svr All Languages SA MVL	\$854.80	312-02257	9	\$7,693.20
SQL Svr Standard Edm All Ling SA MVL 1 Processor License	\$603.56	228-03148	2	\$1,207.12
Exchange Svr Ent All Languages SA MVL	\$195.32	395-02504	1	\$195.32
ISA Server Std Ed All Languages SA MVL 1 Processor License	\$201.30	E84-00320	1	\$201.30
Sys Ctr Config Mgr Svr All Ling Lic/SA Pack MVL	\$598.03	F1P-00637	9	\$5,382.27
VStudio Pro w/MSDN Prem All Ling Lic/SA Pack MVL Promo	\$108.07	P73-00226	63	\$6,808.41
Windows Svr Std All Ling SA MVL	\$300.84	R39-00396	1	\$300.84
Windows Svr ExtnConn All Languages SA MVL	\$11.96	TJA-00525	331	\$3,958.76
Win Trml Svc CAL All Ling SA MVL User CAL	\$5.56	WSB-00068	565	\$3,141.40
Dsktp Optimization Pck SA All Ling MonthSub MVL PerDevice for WinSA				\$135,996.24
Annual Payment 1				\$9,179.75
x6/75% tax				\$145,175.99
<b>Total plus Tax, First Year</b>				
Office All Ling SA MVL Platform	\$52.27	021-09429	565	\$29,532.55
Windows Vista Business All Ling Uprg/SA Pack MVL Platform w/VisEnterprise	\$39.41	661-00577	141	\$5,556.81
Windows Vista Business All Ling SA MVL Platform w/VisEnterprise	\$29.12	661-00580	424	\$12,346.88
Exchange Standard CAL All Ling Lic/SA Pack MVL Platform User CAL	\$16.05	381-03055	141	\$2,263.05
Exchange Standard CAL All Ling SA MVL Platform User CAL	\$8.64	381-03063	424	\$3,663.36
Office SharePoint CAL All Ling Lic/SA Pack MVL Platform User CAL	\$17.09	76M-01006	141	\$2,409.69
Office SharePoint CAL All Ling SA MVL Platform User CAL	\$9.19	76M-01012	424	\$3,896.56
Sys Ctr ConfigMgRCH ML All Ling Lic/SA Pack MVL Platform Per User	\$9.85	J5A-00467	141	\$1,388.85
Sys Ctr ConfigMgRCH ML All Ling SA MVL Platform Per User	\$5.31	J5A-00465	424	\$2,251.44
Windows Server CAL All Ling Lic/SA Pack MVL Platform User CAL	\$6.93	R18-02384	141	\$977.13
Windows Server CAL All Ling SA MVL Platform User CAL	\$3.70	R18-02392	424	\$1,568.80
Exchange Ent CAL w Svc All Ling Lic/SA Pack MVL Platform User CAL	\$7.17	76N-03167	208	\$1,491.36
SharePoint Enterprise CAL All Ling Lic/SA Pack MVL Platform User CAL	\$4.09	9MB-01518	565	\$4,469.15
SharePoint Enterprise CAL All Ling SA MVL Platform User CAL	\$2.94	76N-03166	357	\$1,460.13
Office Comm Svr Std CAL All Ling Lic/SA Pack MVL Platform User CAL	\$13.30	KMA-00788	565	\$7,514.50
Office Comm Svr Std CAL All Ling SA MVL Platform User CAL	\$2.91	KMA-00788	565	\$1,661.10
Sys Ctr Ops Mgr Cit ML All Ling Lic/SA Pack MVL Platform Per User	\$3.60	9TX-00452	565	\$2,034.00
Win Rights Mgr Svc CAL All Ling Lic/SA Pack MVL Platform Per User	\$13.27	T98-02195	565	\$7,497.55
Forefront Sec Suite All Ling Monthly Subscription MVL Platform Per User	\$105.41	9SE-00144	6	\$632.46
Exchange Svr All Languages SA MVL	\$854.80	312-02257	9	\$7,693.20
SQL Svr Standard Edm All Ling SA MVL 1 Processor License	\$603.56	228-03148	2	\$1,207.12
Exchange Svr Ent All Languages SA MVL	\$195.32	395-02504	1	\$195.32
ISA Server Std Ed All Languages SA MVL 1 Processor License	\$201.30	E84-00320	1	\$201.30
Sys Ctr Config Mgr Svr All Ling Lic/SA Pack MVL	\$598.03	F1P-00637	9	\$5,382.27
VStudio Pro w/MSDN Prem All Ling Lic/SA Pack MVL Promo	\$108.07	P73-00226	63	\$6,808.41
Windows Svr Std All Ling SA MVL	\$300.84	R39-00396	1	\$300.84
Windows Svr ExtnConn All Languages SA MVL	\$11.96	TJA-00525	331	\$3,958.76
Win Trml Svc CAL All Ling SA MVL User CAL	\$5.56	WSB-00068	565	\$3,141.40
Dsktp Optimization Pck SA All Ling MonthSub MVL PerDevice for WinSA				\$135,996.24
Annual Payment 1				\$9,179.75
x6/75% tax				\$145,175.99

Quote Prepared for: NC City of Greenville

Renewal of EA 7256345

Exchange Svr All Languages SA MVL	\$105.41	312-02257	6	\$632.46
SQL Svr Standard Edn All Lang SA MVL 1 Processor License	\$854.80	228-03148	9	\$7,693.20
Exchange Svr Ent All Languages SA MVL	\$603.56	395-02504	2	\$1,207.12
ISA Server Std Ed All Languages SA MVL 1 Processor License	\$195.32	E84-00320	1	\$195.32
Sys Ctr Config Mgr Svr All Lang Lic/SA Pack MVL	\$201.30	J3A-00167	1	\$201.30
VStudio Pro w/MSDN Prem All Lang Lic/SA Pack MVL Promo	\$598.03	F1P-00637	9	\$5,382.27
Windows Svr Std All Lang SA MVL	\$108.07	P73-00226	63	\$6,808.41
Windows Svr ExtnConn All Languages SA MVL	\$300.84	R39-00396	1	\$300.84
Win Trnml Svcs CAL All Lang SA MVL User CAL	\$11.96	TJA-00525	331	\$3,958.76
Dsktp Optimization Pck SA All Lang MonSub MVL PerDevice for WinSA	\$5.56	WSB-00068	565	\$3,141.40
<b>Annual Payment 2</b>				<b>\$123,148.14</b>
<b>x6.75% tax</b>				<b>\$8,312.50</b>
<b>Total plus Tax, Second Year</b>				<b>\$131,460.64</b>
Office All Lang SA MVL Platform	\$52.27	021-09429	565	\$29,532.55
Windows Vista Business All Lang Upg/SA Pack MVL Platform w/VisEnterprise	\$39.41	661-00577	141	\$5,556.81
Windows Vista Business All Lang SA MVL Platform w/VisEnterprise	\$29.12	661-00580	424	\$12,346.88
Exchange Standard CAL All Lang Lic/SA Pack MVL Platform User CAL	\$16.05	381-03055	141	\$2,263.05
Exchange Standard CAL All Lang SA MVL Platform User CAL	\$8.64	381-03063	424	\$3,663.36
Office SharePoint CAL All Lang Lic/SA Pack MVL Platform User CAL	\$17.09	76M-01006	141	\$2,409.69
Office SharePoint CAL All Lang SA MVL Platform User CAL	\$9.19	76M-01012	424	\$3,896.56
Sys Ctr ConfigMgrCH MVL All Lang Lic/SA Pack MVL Platform Per User	\$9.85	J5A-00467	141	\$1,388.85
Sys Ctr ConfigMgrCH MVL All Lang SA MVL Platform Per User	\$5.31	J5A-00465	424	\$2,251.44
Windows Server CAL All Lang Lic/SA Pack MVL Platform User CAL	\$6.93	R1-8-02384	141	\$977.13
Windows Server CAL All Lang SA MVL Platform User CAL	\$3.70	R1-8-02392	424	\$1,568.80
Exchange Ent CAL w Svc All Lang Lic/SA Pack MVL Platform User CAL	\$7.91	9MB-01518	565	\$4,469.15
SharePoint Enterprise CAL All Lang Lic/SA Pack MVL Platform User CAL	\$7.17	76N-03167	208	\$1,491.36
SharePoint Enterprise CAL All Lang SA MVL Platform User CAL	\$4.09	76N-03166	357	\$1,460.13
Office Comm Svr Ent CAL All Lang Lic/SA Pack MVL Platform User CAL	\$2.94	KLA-00788	565	\$1,661.10
Office Comm Svr Ent CAL All Lang SA MVL Platform User CAL	\$13.30	KMA-00788	565	\$7,514.50
Sys Ctr Ops Mgr Ctr MVL All Lang Lic/SA Pack MVL Platform Per User	\$2.91	9TX-00452	565	\$1,644.15
Win Rghts Mgr Svc CAL All Lang Lic/SA Pack MVL Platform User CAL	\$3.60	T98-02195	565	\$2,034.00
Win Rghts Mgr Svc CAL All Lang SA MVL Platform Per User	\$13.27	9SE-00144	565	\$7,497.55
Forefront Sec Suite All Lang Monthly Subscription MVL Platform Per User	\$105.41	312-02257	6	\$632.46
Exchange Svr All Languages SA MVL	\$854.80	228-03148	9	\$7,693.20
SQL Svr Standard Edn All Lang SA MVL 1 Processor License	\$603.56	395-02504	2	\$1,207.12
ISA Server Std Ed All Languages SA MVL 1 Processor License	\$195.32	E84-00320	1	\$195.32
Sys Ctr Config Mgr Svr All Lang Lic/SA Pack MVL	\$201.30	J3A-00167	1	\$201.30
VStudio Pro w/MSDN Prem All Lang Lic/SA Pack MVL Promo	\$598.03	F1P-00637	9	\$5,382.27
Windows Svr Std All Lang SA MVL	\$108.07	P73-00226	63	\$6,808.41
Windows Svr ExtnConn All Languages SA MVL	\$300.84	R39-00396	1	\$300.84
Win Trnml Svcs CAL All Lang SA MVL User CAL	\$11.96	TJA-00525	331	\$3,958.76
Dsktp Optimization Pck SA All Lang MonSub MVL PerDevice for WinSA	\$5.56	WSB-00068	565	\$3,141.40
<b>Annual Payment 3</b>				<b>\$123,148.14</b>
<b>x6.75% tax</b>				<b>\$8,312.50</b>
<b>Total plus Tax, Third Year</b>				<b>\$131,460.64</b>
<b>Grand Total for 3 Years</b>				<b>\$408,097.27</b>

**Enterprise Enrollment (indirect)**

**State and Local**

Microsoft Business Agreement number (if applicable) <i>Reseller or Microsoft affiliate to complete</i>		Framework ID	N36
Enterprise Agreement number <i>Reseller or Microsoft affiliate to complete</i>	01E61226	Reseller purchase order number <i>Reseller to complete</i>	
Enrollment number <i>Microsoft affiliate to complete</i>		Previous Qualifying Enrollment number <i>Reseller to complete</i>	7256345
		Previous Qualifying Enrollment end date <i>Reseller to complete</i>	11/1/2009

This Microsoft Enterprise Enrollment is entered into between the following entities signing, as of the effective date identified below.

**Definitions.** When used in this enrollment, "you" refers to the entity that signs this enrollment with us, and "we" or "us" refers to the Microsoft entity that signs this enrollment.

"Qualifying Enrollment," means (i) an enterprise enrollment under a separate Microsoft Select Master Agreement or Microsoft Enterprise Agreement; (ii) any enterprise subscription enrollment entered into under a separate Microsoft Enterprise Subscription Agreement; or (iii) any other enrollment submitted under the Microsoft Enterprise Agreement identified on the cover page.

All other definitions in the Microsoft Enterprise Agreement identified above apply here.

**Effective date.** If you are renewing Software Assurance from one or more previous "Qualifying Enrollments" then the effective date will be the day after the first Enrollment expires.

Otherwise the effective date will be the date this enrollment is signed by us. Where a previous Qualifying Enrollment is being used, your reseller will require that enrollment number and end date to complete the applicable boxes above.

**Term.** This enrollment will expire 36 full calendar months from the effective date. It could be terminated earlier or renewed as provided in the Microsoft Enterprise Agreement. We will advise you of your renewal options before it expires.

**Representations and warranties.** By signing this enrollment, the parties agree to be bound by the terms of this enrollment, and you represent and warrant that: (i) you have read and understand the Microsoft Business Agreement identified above (if any) and the Microsoft Enterprise Agreement, including all documents it incorporates by reference and any amendments to those documents, and agree to be bound by those terms; and (ii) you are either the entity that signed the Microsoft Enterprise Agreement or its affiliate.

**Non-exclusivity.** This enrollment is non-exclusive. Nothing contained in it requires you to license, use or promote Microsoft software or services exclusively. You may, if you choose, enter into agreements with other parties to license, use or promote non-Microsoft software or services.



This enrollment consists of (1) this cover page, (2) the Contact Information Page(s), (3) the Enterprise order information, (4) the Reseller Information Form, (5) the Media Order Form, and (6) the Core User CAL Terms and Conditions (if applicable).

<b>Customer</b>	<b>Contracting Microsoft Affiliate</b>
Name of entity * City of Greenville	Microsoft Licensing, GP
Signature *	Signature
Printed name *	Printed name
Printed title *	Printed title
Signature date *	Signature date (date Microsoft affiliate countersigns)
* indicates required fields	Effective date (may be different than our signature date)

<b>Microsoft Volume Licensing web sites</b>	
(Note: We will advise you of any changes to these URLs.)	
Product use rights	<a href="http://microsoft.com/licensing">http://microsoft.com/licensing</a>
Product List	<a href="http://microsoft.com/licensing">http://microsoft.com/licensing</a>
Microsoft Volume Licensing Services (MVLS) (password protected site to view orders under this enrollment)	<a href="https://licensing.microsoft.com/">https://licensing.microsoft.com/</a>
Customer guide	<a href="http://microsoft.com/licensing/programs/">http://microsoft.com/licensing/programs/</a>

<b>Notices to Microsoft should be sent to:</b>	<b>Copies should be sent to:</b>
MSLI, GP 6100 Neil Road, Suite 210 Reno, Nevada USA 89511-1137 Dept. 551, Volume Licensing	Microsoft Law and Corporate Affairs One Microsoft Way Redmond, WA 98052 USA Volume Licensing Group (425) 936-7329 fax

Attachments:

<input checked="" type="checkbox"/>	<b>Media Order Form (required)</b>
<input checked="" type="checkbox"/>	<b>Core User CAL Terms and Conditions, if applicable</b>
<input type="checkbox"/>	<b>MS Capital Form, if applicable</b>

**Customer.** Please remit to your reseller.

**Reseller.** Please remit to Microsoft.

**1. Contact information.** Each party will notify the other in writing if any of the information in the following contact information page(s) change. The \* indicates required fields. By providing contact information, you consent to its use for purposes of administering this enrollment by us, our affiliates, and other parties that help us administer this enrollment.

**Primary contact information:** The customer signing on the cover page must identify an individual from inside its organization to serve as the primary contact. This contact is the default online administrator for this enrollment and receives all notices unless you provide us written notice of a change. The online administrator may appoint others as administrators and grant others access to online information.

<b>Customer</b>		
Name of entity *		Contact name *
City of Greenville		Last Cregger First Peter
Street address *		Contact email address (required for online access) *
200 West 5 <sup>th</sup> Street		pcregger@greenvillenc.gov
City *	State/Province *	Phone
Greenville	NC	252-329-4575
Country *	Postal code *	Fax
USA	27858	252-329-4875

**Notices and online access contact information:** Complete this only if you want to designate a notices and online access contact different than the primary contact. This contact will become the default online administrator for this enrollment and receive all notices. This contact may appoint other administrators and grant others access to online information.

<b>Notices and online access contact</b>		
<input checked="" type="checkbox"/> Same as primary contact		
Name of entity		Contact name
		Last
		First
Street address		Contact email address (required for online access)
City	State/Province	Phone
Country	Postal code	Fax

**Language preference:** This section designates the language in which you prefer to receive notices.

English
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**Additional electronic contractual notices contact information:** This contact will receive electronic contractual notices in addition to the notices contact. This contact is not required if you do not want an additional set of notices issued.

<b>Electronic contractual notices contact</b>		
Name of entity		Contact name Last First
Street address		Contact email address (required for electronic notices)
City	State/Province	Phone
Country	Postal code	Fax

**Software Assurance benefits contact:** This contact will receive communications concerning Software Assurance benefits, and any additional TechNet subscriptions that have been ordered separately from Software Assurance under this enrollment. This contact is optional. If this contact is not completed, any notices for Software Assurance benefits will default to the notices and online contact.

<b>Software Assurance benefits contact</b>		
Name of entity		Contact name Last First
Street address		Contact email address (required for electronic notices)
City	State/Province	Phone
Country	Postal code	Fax

**MSDN contact:** This contact will receive communications concerning registration for MSDN products ordered under this enrollment. This contact is optional. If this contact is not completed, any notices for MSDN will default to the notices and online contact.

<b>MSDN contact</b>		
Name of entity		Contact name Last First
Street address		Contact email address (required for electronic notices)
City	State/Province	Phone
Country	Postal code	Fax

**Microsoft account manager:** This section designates your Microsoft account manager contact.

Microsoft account manager name Jon Hepner	Microsoft account manager email address jonhe@microsoft.com
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**2. Defining your enterprise.**

Use this section to identify which affiliates will be included in your enterprise. Your enterprise must consist of entire government agencies, departments or legal jurisdictions, not partial government agencies, departments, or legal jurisdictions. Each affiliate must be entirely "in" or entirely "out." All affiliates acquired after the effective date of this enrollment that are not party to a Qualifying Enrollment of their own will automatically be included unless you fill in part b below.

<b>a. Use this part (a) to determine which current affiliates will be included in your enterprise. Check only one of the boxes in part (a).</b>	
<input checked="" type="checkbox"/>	Only you (and no other affiliates) will be participating
<input type="checkbox"/>	You and the following affiliates will be participating (attach a list of names on a separate piece of paper if more than 10 affiliates are being included):
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
<b>b. Use this part (b) to indicate whether affiliates with which you consolidate after the enrollment effective date will be included. Unless you check the box below, all affiliates you consolidate with after the enrollment effective date that are not party to a Qualifying Enrollment of their own will automatically be included.</b>	
<input type="checkbox"/>	Exclude all affiliates consolidated with after the enrollment effective date that are not party to a Qualifying Enrollment of their own.

### 3. Selecting your language option.

Select the option for the languages in which you will run the products licensed under this enrollment. The options and their corresponding languages are identified here.

All Languages		
"Listed Languages"	"Restricted Languages"	"Extended Languages"
Arabic	Danish	Czech
Bulgarian	Dutch	Estonian
Chinese Simplified	English <sup>1</sup>	Hungarian
Chinese Traditional	Finnish	Latvian
Croatian	French <sup>3</sup>	Lithuanian
English <sup>1</sup> Hebrew	German	Polish
Indic	Greek	Slovenian
Japanese	Italian	Slovak
Korean	Norwegian	
Portuguese (Brazil)	Portuguese (Portugal)	
Romanian	Spanish <sup>2</sup>	
Russian	Swedish	
Serbian		
Spanish <sup>2</sup>		
Thai		
Turkish		
Ukrainian		

<sup>1</sup> English is a Listed Language if this enrollment is signed outside of the following countries and a Restricted Language if this enrollment is signed inside these countries: Austria, Belgium, Cyprus, Czech Republic, Denmark, Estonia, France, Finland, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, United Kingdom, Switzerland, Sweden, or Spain. English is a "Listed Language", except when restricted as described in the "Restricted Languages" list (see footnote 3)

<sup>2</sup> Spanish is a Listed Language only if this enrollment is signed in Latin America and is otherwise Restricted Language.

<sup>3</sup> French is a "Listed Language," if signed in Canada

- Select All Languages to run your products in any of the Listed, Extended or Restricted Languages. This option also allows you to run Multi-Language packs for your products.
- Select Listed Languages to run your products in those languages.
- Select Extended Languages to run your products in those languages.
- If you select the Listed or Extended Languages option you may run up to 10% of the copies of each of your products in All Languages.

**Check one box**

- Listed Languages**
- All Languages**
- Extended Languages**

**4. Language allocation.**

Provide us with your good faith estimate of the specific languages in which you will run all copies of all products and the approximate percentage of those copies you will run in each language. Information that you provide here does not limit your future use of products under this enrollment in any permitted language within the language group you select above. Attach a separate sheet if more space is needed.

Language	Percentages
English	100%%
	%
	%
	%

**5. Applicable currency.**

Payments made in connection with this enrollment must be in U.S. Dollars

**6. Establishing your price level.**

The price level for enterprise products is determined by the terms and conditions of the enterprise agreement. Your price level for additional products will be level "D".

<p><b>Qualified desktops:</b> You represent that the total number of qualified desktops in your enterprise is, or will be increased to, this number during the initial term of this enrollment (This number must be equal to at least 250 desktops).</p>	<p style="text-align: center;"><b>565</b></p>
<p><b>Qualified users:</b> You represent that the total number of qualified users in your enterprise is, or will be increased to, this number during the initial term of this enrollment (This number must be equal to at least 250 users).</p>	<p style="text-align: center;"><b>565</b></p>

**7. Enterprise product orders.**

Your reseller will provide you with your product pricing and order. Your prices and payment terms for all products ordered will be determined by agreement between you and your reseller. Your reseller will provide us with your order separately from this enrollment.

We will invoice your reseller in three equal annual installments for the enterprise products covered by your initial order. The first installment will be invoiced to your reseller upon our acceptance of this enrollment; the remaining installments will be invoiced at the next two anniversaries of the enrollment effective date. We will invoice your reseller for the enterprise products covered by any true up orders in total upon our acceptance of each true up order.

Select the enterprise products to be covered by your initial order. If you select the Core CAL, you must select either *desktop* or *user* licenses.

Enterprise Products	Desktop Licenses	User Licenses
Windows Desktop Operating System Upgrade	<input checked="" type="checkbox"/>	
Office Professional Plus <sup>1</sup>	<input checked="" type="checkbox"/>	
Office Enterprise	<input type="checkbox"/>	
Office Enterprise SA Step-Up from Office Professional Plus <sup>1</sup>	<input type="checkbox"/>	
Office Standard <sup>1</sup>	<input type="checkbox"/>	
Core Client Access License <sup>1,2</sup>	<input type="checkbox"/>	<input type="checkbox"/>
Enterprise Client Access License Suite <sup>1,2</sup>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Enterprise Client Access License Suite SA Step-Up from Core CAL <sup>1,2</sup>	<input type="checkbox"/>	<input type="checkbox"/>
Exchange Server Client Access License Standard <sup>2</sup>	<input type="checkbox"/>	<input type="checkbox"/>
Exchange Server Client Access License Enterprise <sup>2</sup>	<input type="checkbox"/>	<input type="checkbox"/>
Office SharePoint Server Client Access License Standard <sup>2</sup>	<input type="checkbox"/>	<input type="checkbox"/>
Office SharePoint Server Client Access License Enterprise <sup>2</sup>	<input type="checkbox"/>	<input type="checkbox"/>
Windows Server Client Access License <sup>2</sup>	<input type="checkbox"/>	<input type="checkbox"/>



<b>Systems Management Server Configuration Management License</b>	<input type="checkbox"/>	
<b>Systems Center Operations Manager Client Operations Management License</b>	<input type="checkbox"/>	
<b>Windows Terminal Services Client Access License <sup>2</sup></b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Office Communication Server Client Access License Standard <sup>2</sup></b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Office Communication Server Client Access License Enterprise <sup>2</sup></b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>SQL Server Client Access License <sup>2</sup></b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Microsoft Rights Management Services</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Microsoft Forefront Security Suite</b>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>1</sup> The components of the current versions of Office Professional, Office Standard and the current versions of the components that make up the Core CAL, are identified in the Product List.

<sup>2</sup> If you select a User CAL and the agreement identified on the cover page is version 6.1 or earlier, the User CAL Terms and Conditions apply.

## **8. Additional Products**

We will invoice your reseller for each additional product covered by your initial order in three equal annual installments. The first installment will be invoiced to your reseller upon our acceptance of this enrollment; the remaining installments will be invoiced at the next two anniversaries of the enrollment effective date. We will invoice your reseller for any new additional product not initially included in your enrollment in total upon our acceptance of your order. We will invoice your reseller for additional products initially included in your enrollment and covered by any true up order submitted during the initial term in total upon our acceptance of your true up order.

## **9. Qualifying systems licenses.**

All desktop operating system licenses provided under this program are upgrade Licenses. **No full operating system licenses are available under this program.** Therefore, if you select the Windows Desktop Operating System Upgrade & Software Assurance, all qualified desktops on which you will run the Windows Desktop Operating System Upgrade must be licensed to run one of the qualifying operating systems identified in the Product List at <http://www.microsoft.com/licensing>. Note that the list of operating systems that qualify for the Windows Desktop Operating System Upgrade varies with the circumstances of your order. That list is more extensive at the time of your initial order than it is for some subsequent true ups and system refreshes during the term of your enrollment.

## **10. Renewal orders.**

For any 36-month renewal, your renewal order will be invoiced to your reseller in three annual installments. The first installment will be invoiced upon our acceptance of the renewal order; the remaining installments will be invoiced at the next two anniversaries of the effective date of that renewal term. For any 12-month renewal and for any true up orders, we will invoice your reseller in total upon our acceptance of your order.

Your reseller should complete the following sections and sign this form where indicated.

**General information**

Reseller company name: SHI International Corp
Street address: (PO boxes will not be accepted) 33 Knightsbridge Road
City and State / Province and postal code: Piscataway, NJ 08854
Country: USA
Contact name:
Phone number: 888-764-8888
Fax number:
Email address: msteam@shi.com

The undersigned confirms that the reseller information is correct.

Name of reseller
Signature
Printed name
Printed title
Date

# Microsoft | Volume Licensing

## Microsoft Enterprise Enrollment – State and Local Amendment

Enrollment number <i>Microsoft to complete</i>	<input type="text"/>	Amendment ID	CTX-	000-shancock-s-602
				ID Number <i>Microsoft to complete</i>

This amendment is entered into between the customer and Microsoft affiliate signing, as of the effective date identified below. All terms used but not defined will have the same meanings as in the Microsoft Enterprise Enrollment identified above "the enrollment." The following terms and conditions amend the terms and conditions of the enrollment identified above, but only with respect to the customer identified below and only for purposes of this enrollment.

1. On page 2 (two) of the enrollment, the paragraph entitled "Effective Date" is hereby amended and restated in its entirety as follows:

**Effective Date.** *The effective date of this enrollment is November, 1, 2009.*

2. The parties acknowledge that the reference prices for Software Assurance ordered hereunder take into account the purchases of Licenses shown in the following table, which such Licenses were purchased without Software Assurance pursuant to one or more other agreements on or about the date shown in the table (collectively, the "License-Only Purchases"):

Prior License-Only Purchases	Original Purchase
	6/1/2008
Office Standard	141

You acknowledge and agree that, in addition to the normal amount that would otherwise apply to a Software Assurance renewal, the Software Assurance reference prices applicable to the License-Only Purchases include an additional amount covering the period between the date of the License-Only Purchases and the effective date of this enrollment. You agree that no further refund or credit shall be due pursuant to such License-Only Purchases, and that you shall pay all remaining amounts (if any) for such License-Only Purchases pursuant to the agreement(s) under which they were ordered. You agree that you will not transfer the License-Only Purchases, which serve as underlying licenses with respect to the Software Assurance ordered hereunder, to any party during the term of this enrollment.

**Remainder of Page intentionally Left Blank**

**Microsoft** | Volume Licensing

3. Notwithstanding anything to the contrary in this enrollment, or in the Enterprise Agreement associated herewith, we will invoice your reseller for the 3-year cost of the enterprise products (and, if applicable, the additional products) licensed pursuant to your initial order under this enrollment in 3 *unequal* installments, as follows:

Product	Part #	Qty	Reference Price Payment 1 Due Upon Signing		Reference Price Payment 2 Due Upon 1st Anniversary of Effective Date		Reference Price Payment 3 Due Upon 2nd Anniversary of Effective Date	
			Unit \$	Extended \$	Unit \$	Extended \$	Unit \$	Extended \$
Office All Lng SA MVL Platform	021-09429	565	96.42	54,477.30	67.19	37,962.35	67.19	37,962.35
Windows Vista Business All Lng Upg/SA Pack MVL Platform w/VisEnterprise	66J-00577	141	50.66	7,143.06	50.66	7,143.06	50.66	7,143.06
Windows Vista Business All Lng SA MVL Platform w/VisEnterprise	66J-00580	424	37.44	15,874.56	37.44	15,874.56	37.44	15,874.56
Exchange Standard CAL All Lng Lic/SA Pack MVL Platform User CAL	381-03055	141	20.64	2,910.24	20.64	2,910.24	20.64	2,910.24
Exchange Standard CAL All Lng SA MVL Platform User CAL	381-03063	424	11.11	4,710.64	11.11	4,710.64	11.11	4,710.64
Office SharePoint CAL All Lng Lic/SA Pack MVL Platform User CAL	76M-01006	141	21.97	3,097.77	21.97	3,097.77	21.97	3,097.77
Office SharePoint CAL All Lng SA MVL Platform User CAL	76M-01012	424	11.82	5,011.68	11.82	5,011.68	11.82	5,011.68
Sys Ctr ConfigMgrClt ML All Lng Lic/SA Pack MVL Platform Per User	J5A-00467	141	12.67	1,786.47	12.67	1,786.47	12.67	1,786.47
Sys Ctr ConfigMgrClt ML All Lng SA MVL Platform Per User	J5A-00465	424	6.83	2,895.92	6.83	2,895.92	6.83	2,895.92
Windows Server CAL All Lng Lic/SA Pack MVL Platform User CAL	R18-02384	141	8.91	1,256.31	8.91	1,256.31	8.91	1,256.31
Windows Server CAL All Lng SA MVL Platform User CAL	R18-02392	424	4.76	2,018.24	4.76	2,018.24	4.76	2,018.24
Exchange Ent CAL w Svc All Lng Lic/SA Pack MVL Platform User CAL	9MB-01518	565	10.18	5,751.70	10.18	5,751.70	10.18	5,751.70
SharePoint Enterprise CAL All Lng Lic/SA Pack MVL Platform User CAL	76N-03167	208	9.23	1,919.84	9.23	1,919.84	9.23	1,919.84
SharePoint Enterprise CAL All Lng SA MVL Platform User CAL	76N-03166	357	5.27	1,881.39	5.27	1,881.39	5.27	1,881.39
Office Comm Svr Std CAL All Lng Lic/SA Pack MVL Platform User CAL	KLA-00788	565	3.78	2,135.70	3.78	2,135.70	3.78	2,135.70
Office Comm Svr Ent CAL All Lng Lic/SA Pack MVL Platform User CAL	KMA-00788	565	17.10	9,661.50	17.10	9,661.50	17.10	9,661.50
Sys Ctr Ops Mgr Clt ML All Lng Lic/SA Pack MVL Platform Per User	9TX-00452	565	3.75	2,118.75	3.75	2,118.75	3.75	2,118.75
Win Rgts Mgt Svc CAL All Lng Lic/SA Pack MVL Platform User CAL	T98-02195	565	4.63	2,615.95	4.63	2,615.95	4.63	2,615.95
Forefront Sec Suite All Lng Monthly Subscription MVL Platform Per User	9SE-00144	565	17.06	9,638.90	17.06	9,638.90	17.06	9,638.90

## Microsoft | Volume Licensing

Exchange Svr All Languages SA MVL	312-02257	6	135.50	813.00	135.50	813.00	135.50	813.00
SQL Svr Standard Edtn All Lng SA MVL 1 Processor License	228-03148	9	1,098.74	9,888.66	1,098.74	9,888.66	1,098.74	9,888.66
Exchange Svr Ent All Languages SA MVL	395-02504	2	775.81	1,551.62	775.81	1,551.62	775.81	1,551.62
ISA Server Std Ed All Languages SA MVL 1 Processor License	E84-00320	1	251.06	251.06	251.06	251.06	251.06	251.06
Sys Ctr Config Mgr Svr All Lng Lic/SA Pack MVL	J3A-00167	1	258.75	258.75	258.75	258.75	258.75	258.75
VStudio Pro w/MSDN Prem All Lng Lic/SA Pack MVL Promo	F1P-00637	9	768.69	6,918.21	768.69	6,918.21	768.69	6,918.21
Windows Svr Std All Lng SA MVL	P73-00226	63	138.91	8,751.33	138.91	8,751.33	138.91	8,751.33
Windows Svr ExtnConn All Languages SA MVL	R39-00396	1	386.70	386.70	386.70	386.70	386.70	386.70
Win Tmnl Svcs CAL All Lng SA MVL User CAL	TJA-00525	331	15.38	5,090.78	15.38	5,090.78	15.38	5,090.78
Dsktp Optimization Pck SA All Lng MonSub MVL PerDevice for WinSA	WSB-00068	565	7.15	4,039.75	7.15	4,039.75	7.15	4,039.75

**Note that the above prices are provided for reference only. Your actual price and payment terms will be determined by separate agreement between you and your reseller.**

Except for changes made by this amendment, all terms of this enrollment remain unchanged. By signing below, the parties agree to be bound by the terms of this amendment.

<i>Customer</i>	<i>Contracting Microsoft Affiliate</i>
Name of Entity *	<b>Microsoft Licensing, GP</b>
City of Greenville	
Signature *	Signature
Printed Name *	Printed Name
Printed Title *	Printed Title
Signature Date *	Signature Date <small>(date Microsoft affiliate countersigns)</small>
<i>* indicates required field</i>	Effective Date <small>(may be different than our signature date)</small>

Please sign this amendment and send it with your enrollment to your reseller. Your reseller must submit it to the following address. When the amendment is fully signed, you will receive a confirming copy.

**Microsoft Licensing, GP**  
Dept. 551, Volume Licensing  
6100 Neil Road, Suite 210  
Reno, Nevada USA 89511-1137

Prepared By: Steve Hancock Licensing Specialist on behalf of David Mills

## SLG Enterprise and Enterprise Subscription Media Order Form

### Media shipping information form - starter CD kit

Enrollment information		Reseller contact	
Agreement number (Reseller or Microsoft affiliate to complete)	01E61226	Company name:	
Enrollment number (Microsoft affiliate to complete)		Contact name:	
Customer contact Name:	Peter Cregger	Contact email:	
		Contact phone:	

**THIS FORM MUST BE ATTACHED TO AN ENROLLMENT.**

At your option, starter CD kits and CD-ROM subscriptions relating to your enrollment that you choose to receive will be shipped to the address below. Terms used but not defined in this form have the meanings given to them in your enrollment identified in this form.

The starter CD kit ship to information identifies the delivery location. If you do not elect physical media, and intend to download copies of software instead, please provide the download delivery location as the starter CD kit ship to information.

Starter CD kit ship to information (* indicates required information)	
<input checked="" type="checkbox"/> <b>Same as notices contact in the enrollment</b>	
Customer name *	Contact name *
Street address * (no PO boxes accepted)	Contact email address *
City and State / Province *	Contact phone number *
Country and postal code *	Contact fax number

If you choose below to receive media, then upon our acceptance of your enrollment, we will send you your starter CD kit in the language(s) you select. This starter CD kit will be provided at no additional charge, in order to permit you to exercise the license rights granted under your enrollment and related Enterprise Agreement. You may also subscribe to updates in the form of CDs, or upon reasonable notice, electronic download or similar other means. If you need additional starter CD kits and updates, you may order these through your reseller for a fee. For a complete list of the contents of any kit, visit the web site at <http://selectug.mslicense.com/>.

- |   |  |
|---|--|
| <input type="checkbox"/> Yes, I want to receive a starter CD kit (media)                  | <input checked="" type="checkbox"/> Yes, I want to subscribe to receive CD kit updates |
| <input checked="" type="checkbox"/> No, I do not want to receive a starter CD kit (media) | <input type="checkbox"/> No, I do not want to subscribe to receive CD kit updates      |

## SLG Enterprise and Enterprise Subscription Media Order Form

### Media shipping information form – starter CD kit (continued)

*For each language and group you wish to receive, mark the corresponding box with an X*

Language	Enterprise Kit	Mapping Kit*
English	<input checked="" type="checkbox"/>	<input type="checkbox"/>
English/Multi-Language**	<input type="checkbox"/>	<input type="checkbox"/>
Arabic	<input type="checkbox"/>	<input type="checkbox"/>
Brazilian Portuguese	<input type="checkbox"/>	<input type="checkbox"/>
Bulgarian	<input type="checkbox"/>	<input type="checkbox"/>
Chinese Simplified ***	<input type="checkbox"/>	<input type="checkbox"/>
Chinese Traditional	<input type="checkbox"/>	<input type="checkbox"/>
Chinese Traditional Hong Kong/Pan-Chinese	<input type="checkbox"/>	<input type="checkbox"/>
Croatian	<input type="checkbox"/>	<input type="checkbox"/>
Czech	<input type="checkbox"/>	<input type="checkbox"/>
Danish	<input type="checkbox"/>	<input type="checkbox"/>
Dutch	<input type="checkbox"/>	<input type="checkbox"/>
Estonian	<input type="checkbox"/>	<input type="checkbox"/>
Finnish	<input type="checkbox"/>	<input type="checkbox"/>
French	<input type="checkbox"/>	<input type="checkbox"/>
German	<input type="checkbox"/>	<input type="checkbox"/>
Greek	<input type="checkbox"/>	<input type="checkbox"/>
Hebrew	<input type="checkbox"/>	<input type="checkbox"/>
Hungarian	<input type="checkbox"/>	<input type="checkbox"/>
Italian	<input type="checkbox"/>	<input type="checkbox"/>
Japanese	<input type="checkbox"/>	<input type="checkbox"/>
Korean	<input type="checkbox"/>	<input type="checkbox"/>
Latvian	<input type="checkbox"/>	<input type="checkbox"/>
Lithuanian	<input type="checkbox"/>	<input type="checkbox"/>
Norwegian	<input type="checkbox"/>	<input type="checkbox"/>
Polish	<input type="checkbox"/>	<input type="checkbox"/>
Portuguese	<input type="checkbox"/>	<input type="checkbox"/>
Romanian	<input type="checkbox"/>	<input type="checkbox"/>
Russian	<input type="checkbox"/>	<input type="checkbox"/>
Serbian	<input type="checkbox"/>	<input type="checkbox"/>
Slovak	<input type="checkbox"/>	<input type="checkbox"/>
Slovenian	<input type="checkbox"/>	<input type="checkbox"/>
Spanish	<input type="checkbox"/>	<input type="checkbox"/>
Swedish	<input type="checkbox"/>	<input type="checkbox"/>
Thai	<input type="checkbox"/>	<input type="checkbox"/>
Turkish	<input type="checkbox"/>	<input type="checkbox"/>
Ukrainian	<input type="checkbox"/>	<input type="checkbox"/>

\* Mapping Kit is not available for use in or shipment to India, Hong Kong SAR, Macau SAR, China, Morocco Pakistan, and Turkey.

\*\* Before installing any of the Multilanguage Packs, the English version of the product must first be installed. If you order English/Multilanguage, you must also order English.

\*\*\* Chinese Simplified Windows XP Professional is not available in the Enterprise Chinese Simplified Kit and is only available in certain countries. Contact your reseller for availability in your region.

= Not Available



## Enterprise Enrollment – State and Local Core User CAL Terms and Conditions (indirect)

These terms and conditions supplement the terms and conditions of the Enterprise Agreement version 6.1 or earlier. In the case of any conflict between these terms and conditions and the terms and conditions of that agreement, these terms control solely with respect to your acquisition of Core User CALs.

### 1. **Definitions.**

**“Qualified user”** means a person who accesses any Core CAL server software licensed within your enterprise. It does not include a person who accesses the software under an External Connector License. It also does not include a person who accesses the software in some other way that does not require a CAL.

### 2. **Establishing a price level for the server product pool.** If you elect to license the Enterprise Desktop Professional Platform, the price level for the server product pool will be determined as provided in the Enterprise Agreement. If you elect to license only a subset of such enterprise products, then the price level for the server product pool will be determined as follows:

**a. Initial Price Level.** The price level for the server product pool throughout the initial term of this enrollment (for the Core User CAL or any additional products ordered from that pool) will be the price level for which you qualify based on your initial number of qualified users.

**b. Renewal Price Level.** The price level for the servers product pool will be reset for each renewal term based upon your total number of qualified users or desktops as of the date of the renewal order for that renewal term.

### 3. **Reporting country of use.** In addition to the reporting requirements described in the Enterprise Agreement, on each Core User CAL order (initial, true up or renewal), you must report to us the countries where your qualified users covered by that order are located and the approximate number of such qualified users in each of those countries. This information is for our internal use only and does not change the reference prices we provide for the Core User CALs licensed under this enrollment.

### 4. **How to order Core User CALs.**

**When are you eligible to order only Software Assurance for the Core User CAL?** You may order Software Assurance for the Core User CAL without the need to simultaneously order a License if you or any of the affiliates in your enterprise have obtained perpetual licenses for the Core CAL on an enterprise-wide basis under a previous “Enterprise Enrollment,” and this enrollment becomes effective no later than the day following the date of expiration of that “Enterprise Enrollment.” The Software Assurance order must be for a number of qualified users equal to the number of qualified desktops or users covered as of the expiration of that “Enterprise Enrollment.” For all other qualified users included in this enrollment, you must order L&SA.

5. **Placing annual "true up" orders to account for additional users.** In addition to any "true up" order requirement described in the Enterprise Agreement, you must determine the current number of qualified users in your enterprise: (i) at each anniversary of the effective date of this enrollment (including anniversaries during any renewal); and, (ii) at its expiration or early termination.
- **If the user count has increased.** If the number of qualified users has increased, you must submit an order for L&SA covering those additional users. You must place the order within 15 days following the anniversary of the enrollment effective date, expiration or termination.
  - **If the user count has not increased.** If the number has not increased, you must submit an update statement confirming this fact on the form we provide within that 15-day period.
6. **Reorganizations, Consolidations, and Privatizations.** If the number of qualified desktops or qualified users covered by an enrollment changes by more than ten percent as a result of a reorganization, consolidation, or privatization of an enrolled affiliate, we will work with the enrolled affiliate in good faith to determine how to accommodate its changed circumstances in the context of this agreement.
7. **Core User CAL License Grant - what you are licensed to run.** These terms supersede the corresponding license grant in the Enterprise Agreement (temporary and perpetual), solely with respect to the Core User CAL. Upon our acceptance of this enrollment, you have the following right during the term of this enrollment:

The enrolled affiliate may allow each qualified user to access server software as specified by the Core User CAL. By including affiliates in your enterprise, you sublicense Core User CALs to each of them subject to the terms of this enrollment and the Enterprise Agreement.

Notwithstanding anything to the contrary in such Enterprise Agreement, upon satisfaction of the obligations identified in section 6 of the Enterprise Agreement (License Grant – what your enrolled affiliates are licensed to run), you will have perpetual licenses for the latest version (or any prior version) of the Core User CAL available as of the date of expiration, renewal or termination of this enrollment in a number equal to the total number of qualified users covered by this enrollment. For purposes of this provision, the Core CAL will be deemed to have with respect to each Core CAL server software product the same version number as the latest version of that software product that is made available during the term of this enrollment.

8. **Placing renewal orders.** Any renewal order you submit with respect to this enrollment must include Software Assurance (or L&SA, as noted in the following sentence) for the Core CAL for either all of the qualified desktops or all of the qualified users in your enterprise as of the date of that renewal order. If you choose to transition to the Core Device CAL, your renewal order must include L&SA for any number of qualified desktops in excess of your current qualified user count. For any renewal term for which you have transitioned to the Core Device CAL, (i) the requirement to true up qualified users of these terms and conditions, is waived; and (ii) your right (temporary and perpetual) to permit qualified users to access server software under the Core User CAL is superseded by your right to permit qualified desktops to access server software under the Core Device CAL, as provided in the Enterprise Agreement.

**All Entities ordering on this contract will be required to complete a Microsoft Enterprise Agreement.**

**The completion of a Microsoft Enterprise Agreement is a mandatory requirement. The contract Vendor will assist all Entities with the enrollment process.**

**208C – Microsoft Software Enterprise Agreement**

Contract Number: **208C**  
 Effective Date: June 1, 2006 through May 31, 2010  
 Administrator: **Debbie Patterson**  
 Phone/Fax: 919-754-6619  
 Fax: 919-715-8549

**Scope**

This contract is for the use of Executive Branch Agencies.

This is a **MANDATORY Statewide Term Contract** for the use of **State Governmental Agencies** and is a **Convenience Contract**, not mandatory, for the use of **non-Educational Entities and Local (Municipal and County) Governments**.

This contract does **NOT INCLUDE** the **North Carolina University System** and its member campuses, **Instructional components of the Department of Public Instruction, Instructional components of the Department of Community Colleges.**

State Agencies with the need to acquire Microsoft Software not covered by this contract are required to comply with IT Procurement Rules, Policies and Procedures.

**Manufacturer Pricing**

To obtain pricing, contact the Vendor(s) listed in the Ordering and Vendor Contact Information section.

**Ordering and Vendor Contact Information**

Vendor	
Dell Marketing L.P	Send Orders To: <b>Dell Marketing L.P.</b> (State Contract 208C) One Dell Way, RR8 MS-8706 Round Rock, TX 78682 Fed ID: 74-2616805 Fax: 800-433-9527  (continued next page)

Vendor	
Dell Marketing L.P	<p data-bbox="531 246 916 273"><u>Local Primary Representatives</u></p> <p data-bbox="531 277 997 401">Tracy Shatto (Inside Sales) Tracy_Shatto@Dell.com Phone: 800-289-3355, Ext. 724-9164 Fax: 512-283-0916</p> <p data-bbox="531 439 924 563">David Corcoran (Outside Sales) David_Corcoran@Dell.com Phone: 919-552-9939 Fax: 512-283-5883</p> <p data-bbox="531 600 1139 692">Anthony Jenkins (Local Alternate Representative) Anthony_Jenkins@Dell.com Phone: 919-264-9235</p> <p data-bbox="531 729 1023 917"><u>Local Accounts Payable Representative</u> For Invoicing and Payment Questions Jeremy Merz Jeremy_Merz@Dell.com Phone: 800-981-3355, Ext. 726-7559 Fax: 877-246-7720</p>

**Abnormal Quantity**

There is no Abnormal Quantity provision for this contract.

**Transportation Charges**

FOB – Destination  
Freight, handling and distribution charges shall be included in the total price of each item listed.

**Delivery**

The Vendor(s) will complete physical delivery within fourteen (14) consecutive calendar days after receipt of a Purchase Order.  
As an alternative, if the end user wants the product delivered online, the Vendor(s) will complete online delivery within two (2) consecutive calendar days after receipt of a Purchase Order.

**Return of Merchandise**

Merchandise may be returned within ninety (90) days from date of delivery without penalty.  
After ninety (90) days from date of delivery no returns are allowed.

**Warranty**

The Warranty provisions of the State of North Carolina and the Microsoft Enterprise Agreement apply.

### **Taxes**

Prices do not include North Carolina sales or use taxes.

### **Value Added Services**

Contract related value added services may be provided by the Vendor(s). These additional services will be negotiated by the Agency with the contract holder in accordance with IT Policies and Procedures. The Agency is responsible for reviewing and amending if necessary the scope of work, lease agreement, etc. prior to order placement.

### **Amendments:**

September 6, 2006 – Changed Contract Administrator

May 8, 2009 – Updated the contract term

**Rex Wilder**

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**From:** Jon Hepner [jonhe@microsoft.com]  
**Sent:** Friday, February 19, 2010 4:45 PM  
**To:** Rex Wilder; Peter Cregger; Wayne Nicholson  
**Cc:** Christine Weiner; Lue Ann Ray  
**Subject:** RE: EA Proposal & Investment Dollars

Good Afternoon Rex,

I wanted to follow up on the voicemail that I just left for you. I spoke with Christine a bit earlier today and she indicated that you were waiting on an amendment that would detail the investment dollars that Microsoft has committed to.

My understanding is that part of the agreement package the SHI went over today was an Amendment to the Enterprise Enrollment that detailed specific changes that needed to be captured outside the normal terms and conditions in the EA Enrollment. This is completely by design and was produced by our licensing specialist, Steve Hancock. The amendment will become part of the agreement.

With regards to the investment dollars: Once the agreement is processed Microsoft will provide a letter that details the terms by which Microsoft will basically allow City of Greenville to obtain services from Microsoft or a Microsoft certified Partner in an amount not to exceed X amount. This X amount as described below would be 10% of the first year invoice for the Enterprise Agreement. Once we get to this point, we should talk about how that amount needs to be allocated....is that with one source or potentially split up between multiple partners.

I hope this provides some clarity around the Business Investment Funds for the EA Renewal. Have a great weekend everyone !!

Regards, Jon Hepner

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**From:** Jon Hepner  
**Sent:** Thursday, February 04, 2010 4:01 PM  
**To:** 'Rex Wilder'; 'Peter Cregger'; 'Wayne Nicholson'  
**Cc:** Lue Ann Ray; Steven Halliwell; Rachel Pizarro; Steve Hancock  
**Subject:** EA Proposal & Investment Dollars

Greetings Rex, Peter and Wayne,

Below you will find detail regarding the concessions and associated value in the Enterprise Agreement Proposal as well as detail regarding the amount of the additional investment dollars that Microsoft can provide in recognition of the City of Greenville's commitment.

As we talked about on the phone earlier today, along with the business investment dollars there is an expectation that the EA Renewal can be processed in the next 3 weeks with Purchase Orders generated, Documents Signed by the City of Greenville and sent back to your designated Large Account Reseller with enough time to be processed by MSLI in Reno during the week of 2/22.

I greatly appreciate the ongoing open and honest discussions that we've had over the past few weeks and look forward to continuing our good work helping the City of Greenville be very successful using Microsoft Technology.

Thank you and best regards, Jon Hepner

Below is the more formal outline of the Microsoft Business Investment Fund Offer. Word Document Attached:

Dear Rex, Peter and Wayne,

Thank you for the opportunity to demonstrate our commitment as a strategic business partner by delivering an Enterprise Agreement proposal that clearly responds to your business requirements. We thank you for your past business with Microsoft and look forward to expanding our business relationship through the agreement.

Over the past number of weeks we have gone through a process to determine the mix of Microsoft Products to be included in the Enterprise Agreement. During this process Microsoft has worked with the City of Greenville's best interest in mind to provide a structure that provides excellent value. The City of Greenville currently has final pricing from prospective Large Account Resellers. The current structure of the Enterprise Agreement includes concessions/offers from Microsoft that have approximate dollar value as follows:

Concession/Offer	City of Greenville Receives	Value of Concession/Offer	Total 3 year Value
Allow Office Licenses on Police Laptops to come in to EA at SA only	Ability to pay for reduced retroactive Software Assurance	The value of this concession is an approximate 2.5% Discount on the total 3 year value of the EA	~\$10, 528.00
Office Standard Promo Price	10% Discount on the SA Cost of Office Standard	575 licenses at a savings of ~\$6.13 per PC/year	~\$10,575.00
Visual Studio Professional Promo Price	New Licenses for the SA only Price	8 Licenses at ~400.00 savings over 3 year term	~\$3,200.00
		<b>Sub-Total of 3 year Value</b>	<b>\$24,303.00</b>

In recognition of the commitment that the City of Greenville is making to Microsoft technology through the Enterprise Agreement, and provided that the Enterprise Agreement is processed at MSLI in Reno, NV on or prior to **February 26, 2010**, Microsoft will provide the following additional investment as incentive that will enable the City of Greenville to be successful implementing and supporting Microsoft Technology:

- Investment dollars equal to 10% of the first year annual payment to be used with a partner of the City of Greenville's choosing. Considering the current Enterprise Agreement with one Enrollment where all 151 of the Police Laptops are added into the Enrollment with the Enterprise CAL Suite on all desktops (the "all in" proposal) the investment funds would be approximately **\$14,600.00**.

**Total incentive to conclude the Enterprise Agreement in February > \$38,000.00**

**Yearly Value of Software Assurance Benefits as a result of the Enterprise Agreement = at least \$70,000.00**

Again, thank you for the opportunity to present this proposal. Knowing that the Enterprise Agreement proposal provides strategic value to the City of Greenville, this offer should be considered as Microsoft's best effort and final offer. We sincerely look forward to working with the City of Greenville as we move forward and strengthen our business relationship.

Best Regards,

Jon Hepner  
Account Manager  
Microsoft

MEMORANDUM

TO: Angelene Brinkley, Purchasing Manager  
FROM: Rex Wilder, Director of Information Technology *RW*  
DATE: March 31, 2010  
SUBJECT: Microsoft Software Enterprise Agreement 3 Year Renewal

In November of 2006 we entered into a Microsoft Software Enterprise Agreement for Microsoft software with Dell as the vendor. The agreement expired in 2009. Dell is the current vendor that holds the North Carolina statewide term contract for the Microsoft Software Enterprise Agreement (208C). We need to renew this agreement for another 3 year term.

The agreement is for 565 licenses of various Microsoft software components to include the Windows Operating system, Microsoft office, Exchange, SharePoint, etc. We will also renew license for 65 servers to use the Microsoft server software.

With your help a bid was advertised for the renewal of the Microsoft Software Enterprise Agreement. There were 5 respondents to the bid. Carolinas IT was determined to be an invalid bidder. Dell was the low bidder. We are selecting Dell to award the bid to.

The request to approve this purchase will be placed on the April 5, 2010 City Council Agenda.

Let me know if you have any questions.

Attachment

cc: Thom Moton, Assistant City Manager

#859747



**Bid Respondents to the Microsoft Software Enterprise Agreement 3 Year Renewal**

	Carolinas IT	Dell	SHI	NWN	SoftMart
Year 1	135,996.24	135,996.24	136,477.08	145,313.45	148,918.60
Year 2	123,148.14	123,148.14	126,223.07	131,578.30	134,844.45
Year 3	123,148.14	123,148.14	126,223.07	131,578.30	134,884.45
Total	\$382,292.52	\$382,292.52	\$388,923.22	\$408,470.05	\$418,647.50

It has been determined that Carolinas IT is an invalid bidder.

26-Mar-10

#862347



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

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**Title of Item:** Resolution authorizing the disposition of one surplus 1999 Ford Crown Victoria to the Town of Fountain

**Explanation:** As part of its regular fleet maintenance, the City Of Greenville is surplusng a number of police vehicles. The Fountain Police Department has made a written request to the City of Greenville to obtain a 1999 Ford Crown Victoria.

**Fiscal Note:** The surplused vehicle would have been sold at auction. Based on past sales of similar vehicles, if sold at auction, the City could expect to receive \$1,900. If surplused to the Town of Fountain rather than auctioned, the City will not receive any funds.

**Recommendation:** Approve the attached resolution authorizing the sale of one 1999 Ford Crown Victoria Police vehicle to the Town of Fountain for \$1.00.

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

Attachments / click to download

 [Fountain\\_Vehicle\\_Surplus\\_861719](#)

RESOLUTION NO. 10-\_\_\_\_\_  
RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING  
ITS DISPOSITION TO THE TOWN OF FOUNTAIN

WHEREAS, the Greenville Police Department has determined that certain property is surplus to the needs of the City;

WHEREAS, the Town of Fountain can put this property to use; and

WHEREAS, North Carolina General Statute 160A-274 permits City Council to authorize the disposition, upon such terms and conditions it deems wise, with or without consideration, of real or personal property to another governmental unit;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Greenville that the hereinafter described property is declared as surplus to the needs of the City of Greenville and that said property shall be conveyed to the Town of Fountain for one dollar (\$1.00), said property being described as follows:

One 1999 Ford Crown Victoria

This the 5<sup>th</sup> day of April, 2010.

\_\_\_\_\_  
Patricia C. Dunn, Mayor

ATTEST:

\_\_\_\_\_  
Wanda T. Elks, City Clerk



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

**Title of Item:** Budget ordinance amendment #7 to the 2009-2010 City of Greenville General Fund and ordinances establishing Special Revenue Funds for the Arlington Boulevard Turn Lane Improvements Project, Arlington Boulevard Sidewalk Construction Project, and Charles Boulevard Sidewalk Construction Project

**Explanation:**

1) Attached is an amendment to the 2009-2010 budget ordinance for consideration at the April 5, 2010, City Council meeting. For ease of reference, a footnote has been added to each line item of the budget ordinance amendment, which corresponds to the below explanation:

**A** To allocate Federal Forfeiture funds to assist with the purchase of a mobile command unit. Total selling price for the unit is estimated to be \$165,000. federal Justice Assistance Grant funds will pay \$100,000 for the purchase of this unit. (Total - \$65,000).

**B** To appropriate General Fund Contingency monies to construct a walking trail at Greenfield Terrace Park. These funds were approved for appropriation during the March 1, 2010 City Council meeting (Total - \$35,000).

**C** To appropriate General Fund Contingency monies to repair the Fire/Rescue Station #4 walls because of extensive termite damage. These funds were approved for appropriation during the March 22, 2010 City Council meeting (Total - \$10,875).

2) Attached are Special Revenue budget ordinances to establish funds for the Arlington Boulevard Turn Lane Improvements Project, the Arlington Boulevard Sidewalk Construction Project and the Charles Boulevard Sidewalk Construction Project. These three projects are administered through the North Carolina Department of Transportation (NCDOT). The City will be responsible for the construction administration of these projects in accordance with federal and state requirements. Funding for these projects will be from the Federal American Recovery and Reinvestment Act of 2009. The municipal agreements with NCDOT provided the monies to carry out these project and were approved during the November 9, 2009, City Council meeting.

**Fiscal Note:**

The budget ordinance amendment affects the following funds: increase General Fund by \$65,000, increase the Arlington Boulevard (Blvd.) Turn Lane Improvements Project Fund by \$91,227, increase the Arlington Blvd. Sidewalk Construction Project Fund by \$108,897, and increase the Charles Blvd. Sidewalk Construction Project by \$60,090.

<b><u>Fund Name</u></b>	<b><u>Adjusted Budget</u></b>	<b><u>Proposed Amendment</u></b>	<b><u>Adjusted Budget</u></b>
General Fund	\$ 74,344,818	\$ 65,000	\$74,409,818
Arlington Blvd. Turn Lane Improvements Project Fund (ARRA)	-	91,227	91,227
Arlington Blvd. Sidewalk Construction Project Fund (ARRA)	-	108,897	108,897
Charles Blvd. Sidewalk Construction Project Fund (ARRA)	-	60 090	60,090

**Recommendation:**

Approve ordinance amendment #7 to the 2009-2010 City of Greenville Budget and ordinances establishing Special Revenue Funds for the Arlington Boulevard Turn Lane Improvements Project, Arlington Boulevard Sidewalk Construction Project, and Charles Boulevard Sidewalk Construction Project.

---

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

**Attachments / click to download**

- [Budget Amendments FY 2009 2010 838154](#)
- [Arlington Boulevard Turn Lane Improvements Project ARRA 860031](#)
- [Arlington Boulevard Sidewalk Construction Project 860032](#)
- [Charles Boulevard Sidewalk Construction Project ARRA 860033](#)

ORDINANCE NO. 10-\_\_\_\_\_  
CITY OF GREENVILLE, NORTH CAROLINA  
ORDINANCE (#7) AMENDING ORDINANCE NO. 09-53

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

Section I: Estimated Revenues and Appropriations. General Fund, of Ordinance 09-53, is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	<b>ORIGINAL 2009-2010 BUDGET</b>		<b>#7 Amended 4/5/10</b>	<b>Total Amendments</b>	<b>Amended 2009-2010 Budget</b>
<b><u>ESTIMATED REVENUES</u></b>					
Property Tax	\$ 29,641,438			\$ -	\$ 29,641,438
Sales Tax	13,736,686			-	13,736,686
Utilities Franchise Tax	5,338,099			-	5,338,099
Other Unrestricted Intergov't Revenue	2,634,640			(223,205)	2,411,435
Powell Bill	1,901,793			-	1,901,793
Restricted Intergov't Revenues	847,977	<b>A</b>	65,000	1,160,435	2,008,412
Building Permits	730,735			-	730,735
Other Licenses, Permits and Fees	2,269,768			-	2,269,768
Rescue Service Transport	2,409,670			-	2,409,670
Other Sales & Services	1,738,944			(262,313)	1,476,631
Other Revenues	287,502			2,900	290,402
Interest on Investments	1,464,348			-	1,464,348
Transfers In GUC	5,250,135			1,606	5,251,741
Other Financing Sources	805,041			1,363,847	2,168,888
Appropriated Fund Balance	2,076,906			1,232,867	3,309,773
<b>TOTAL REVENUES</b>	<b>\$ 71,133,682</b>		<b>\$ 65,000</b>	<b>\$ 3,276,136</b>	<b>\$ 74,409,818</b>
<b><u>APPROPRIATIONS</u></b>					
Mayor/City Council	\$ 428,288			\$ (25,000)	\$ 403,288
City Manager	1,086,153			51,461	1,137,614
City Clerk	275,445			-	275,445
City Attorney	435,459			-	435,459
Human Resources	2,101,831			-	2,101,831
Information Technology	2,907,322			-	2,907,322
Fire/Rescue	12,127,343	<b>C</b>	10,875	209,177	12,336,520
Financial Services	2,218,950			2,900	2,221,850
Recreation & Parks	6,197,166	<b>B</b>	35,000	150,293	6,347,459
Police	20,677,674	<b>A</b>	65,000	651,823	21,329,497
Public Works	9,653,824			203,021	9,856,845
Community Development	1,628,898			374,843	2,003,741
Contingency	828,687	<b>B.C</b>	(45,875)	(328,999)	499,688
Capital Improvements	4,099,961			1,627,716	5,727,677
Total Appropriations	<b>\$ 64,667,001</b>		<b>\$ 65,000</b>	<b>\$ 2,917,235</b>	<b>\$ 67,584,236</b>
<b><u>OTHER FINANCING SOURCES</u></b>					
Debt Service	\$ 4,270,892			\$ -	\$ 4,270,892
Transfers to Other Funds	2,195,789			358,901	2,554,690
	<b>\$ 6,466,681</b>		<b>\$ -</b>	<b>\$ 358,901</b>	<b>\$ 6,825,582</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 71,133,682</b>		<b>\$ 65,000</b>	<b>\$ 3,276,136</b>	<b>\$ 74,409,818</b>

ORDINANCE NO. 10-\_\_\_\_\_  
CITY OF GREENVILLE, NORTH CAROLINA  
ORDINANCE (#7) AMENDING ORDINANCE NO. 09-53

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 5th day of April, 2010.

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Patricia C. Dunn, Mayor

ATTEST:

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Wanda T. Elks, City Clerk

ORDINANCE NO. 10-\_\_\_\_  
CITY OF GREENVILLE, NC  
ARLINGTON BOULEVARD TURN LANE IMPROVEMENTS PROJECT (ARRA)  
BUDGET ORDINANCE

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

Section I: Estimated Revenues. It is estimated that the following revenues will be available for the Arlington Boulevard Turn Lane Improvements Fund:

	<b>ORIGINAL 2009-2010 BUDGET</b>
<b><u>ESTIMATED REVENUES</u></b>	
Spec Loc/ Fed / State	\$ 91,227
<b>TOTAL REVENUES</b>	<b>\$ 91,227</b>

Section II: Appropriations. The following amounts are hereby appropriated for the Arlington Boulevard Turn Lane Improvements Fund:

<b><u>APPROPRIATIONS</u></b>	
Construction	79,327
Constingency	11,900
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 91,227</b>

Section III: All ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed.

Section IV: This ordinance will become effective upon its adoption.

Adopted this 5th day of April, 2010.

\_\_\_\_\_  
Patricia C. Dunn, Mayor

ATTEST:

\_\_\_\_\_  
Wanda T. Elks, City Clerk



ORDINANCE NO. 10-\_\_\_\_  
CITY OF GREENVILLE, NC  
ARLINGTON BOULEVARD SIDEWALK CONSTRUCTION PROJECT (ARRA)  
BUDGET ORDINANCE

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

Section I: Estimated Revenues. It is estimated that the following revenues will be available for the Arlington Boulevard Sidewalk Construction Fund:

	<b>ORIGINAL 2009-2010 BUDGET</b>
<b><u>ESTIMATED REVENUES</u></b>	
Spec Loc/ Fed / State	\$ 108,897
<b>TOTAL REVENUES</b>	<b>\$ 108,897</b>

Section II: Appropriations. The following amounts are hereby appropriated for the Arlington Boulevard Sidewalk Construction Fund:

<b><u>APPROPRIATIONS</u></b>	
Construction	94,693
Constingency	14,204
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 108,897</b>

Section III: All ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed.

Section IV: This ordinance will become effective upon its adoption.

Adopted this 5th day of April, 2010.

\_\_\_\_\_  
Patricia C. Dunn, Mayor

ATTEST:

\_\_\_\_\_  
Wanda T. Elks, City Clerk

ORDINANCE NO. 10-\_\_\_\_  
CITY OF GREENVILLE, NC  
CHARLES BOULEVARD SIDEWALK CONSTRUCTION PROJECT (ARRA)  
BUDGET ORDINANCE

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

Section I: Estimated Revenues. It is estimated that the following revenues will be available for the Charles Boulevard Sidewalk Construction Fund:

	<b>ORIGINAL 2009-2010 BUDGET</b>
<b><u>ESTIMATED REVENUES</u></b>	
Spec Loc/ Fed / State	\$ 60,090
<b>TOTAL REVENUES</b>	<b>\$ 60,090</b>

Section II: Appropriations. The following amounts are hereby appropriated for the Charles Boulevard Sidewalk Construction Fund:

<b><u>APPROPRIATIONS</u></b>	
Construction	52,252
Constingency	7,838
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 60,090</b>

Section III: All ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed.

Section IV: This ordinance will become effective upon its adoption.

Adopted this 5th day of April, 2010.

\_\_\_\_\_  
Patricia C. Dunn, Mayor

ATTEST:

\_\_\_\_\_  
Wanda T. Elks, City Clerk



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

**Title of Item:** Various tax refunds

**Explanation:** The Director of Financial Services reports the refund of the following taxes:

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Gavin Vaughn	Refund of City Taxes Paid	\$101.56
Pitt County Tax Collector	Refund of City Taxes Paid	\$163.04
S G Wilkerson & Sons Funeral Home	Refund of City Taxes Paid	\$120.98

**Fiscal Note:** The total amount to be refunded is \$385.58.

**Recommendation:** Approval of tax refunds.

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# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

**Title of Item:** Report on bids awarded

**Explanation:** The Director of Financial Services reports that the following bids were awarded during the months of January and February 2010.

Date Awarded	Description	Vendor	Amount	M/WBE Yes/No
1/4/10	One Hybrid Bucket Truck with Forestry Package with Extended Warranty and Optional Stow Pkg.	*Altec Industries, Inc.	\$180,062	No
2/3/10	One 2011 40 CY Front Loading Refuse Truck with Extended Warranty and Optional 80 Gallon Fuel Tank	Tran Source	\$191,558	No

\*The lowest bidder did not meet the rear wheel specifications.

**Fiscal Note:** An expenditure of \$371,620 was appropriated in the fiscal year 2009-2010 Vehicle Replacement Fund budget.

**Recommendation:** That the bid award information be reflected in the City Council minutes.

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[Bid Tab Hybrid Bucket Truck 2009 851306](#)





**CITY OF GREENVILLE, NORTH CAROLINA  
FINANCIAL SERVICES/PURCHASING  
BID TABULATION**

**DESCRIPTION:**

One (1) ea.40 CY Front Loading Refuse Truck  
Per Owner's Specifications  
Formal Bid# 2009/10-04

January 7, 2010 @ 10:00 AM.

\*\*\*This bidder received award

**BID OPENING DATE & TIME**

COMPANY	BASE BID	ALTERNATE BID	DELIVERY DATE	COMMENTS
Triple T-Mack 2715 Hwy. 421 N Wilmington, NC 28402	<b>\$185,428.26</b> 2011 Mack w/ New Way Mammoth	<b>\$193,802.26-</b> 2011 Mack w/ McNeilus 485 <b>\$193,884.26-</b> 2011 Mack w/ E-Z Pack <b>\$186,353.26-</b> 2011 Mack w/ Lodal	December 15, 2010	Exceptions: Rear wheels have (2) hand holes.
Transouce, Inc. Rocky Mount, NC	*** <b>\$189,506</b> Mack w/ New Way FEL from Nu Life	<b>\$195,076-</b> Mack w/ Kann Route King 41 YD <b>\$195,748-</b> Mack w/ Heil Dura Pack <b>\$197,962-</b> Mack w/ E-Z Pack	December 15, 2010	No Exceptions
Volvo and GMC Truck Center 3880 Jeff Adams Dr. Charlotte, NC 28206	<b>\$204,398.60</b> 2011 Autocar w/ New Way Body	<b>\$212,541.60-</b> 2011 Autocar w/ McNeilus Body <b>\$212,854.60-</b> 2011 Autocar w/ E- Z Pack Body <b>\$213,831.60-</b> 2011 Autocar w/ LaBrie/Wittke Body	December 15, 2010	No Exceptions taken, however, Bidder added comment regarding specifications.
Lodal South 22017 Fayetteville Rd. Rockingham, NC	NO BID			

Doc#853151 Note: The lowest bidder did not meet the rear wheel specifications.

**Purchasing Manager**  
Item # 8



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

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**Title of Item:** Presentations by Boards and Commissions

- a. Affordable Housing Loan Committee
- b. Youth Council

**Explanation:** The Affordable Housing Loan Committee and the Youth Council will make their annual presentations to City Council at the April 5, 2010 City Council meeting.

**Fiscal Note:** N/A

**Recommendation:** For information only; no action recommended

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# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

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**Title of Item:** Fire department rating system

**Explanation:** During the Annual Planning Session on January 29, 2010, City Council requested that staff provide a copy of the most recent fire insurance rating report for the City. This report was provided to the City Council on February 10, 2010. During the February 11, 2010 City Council meeting, the City Council requested that a representative from the Insurance Services Office be invited to explain the fire department rating system.

In North Carolina the Office of the State Fire Marshal has taken over the fire department rating responsibilities from the Insurance Services Office. A presentation will be made by Bryant Waters of the N.C. Office of the State Fire Marshal on the fire department rating system. As previously agreed to by the City Council, Mr. Waters will explain the process currently utilized by his agency, but will not present a detailed review of the City's most recent rating report.

**Fiscal Note:** No expenses are associated with this item.

**Recommendation:** Receive the requested presentation from Bryant Waters of the North Carolina Office of the State Fire Marshal.

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# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

**Title of Item:** Funding request from Redevelopment Commission to purchase property for a science museum and education center

**Explanation:** The Redevelopment Commission is requesting funding in the amount of \$378,000 to purchase the former Pugh's Tire site located at 729 Dickinson Avenue for the purpose of facilitating the conversion of the vacant property to a science museum and education center. The Redevelopment Commission has been engaged for the last several years with the Eastern North Carolina Science Center (Go-Science) in an effort to recruit the organization's proposed science museum and education center to downtown. The Commission's current Annual Work Plan (attached) reflects this priority, as does Section H of Greenville's Comprehensive Plan (attached) which calls for the Center City to be a hub of attractions and cultural resources for the City. The City Council endorsed the establishment of a science center by way of a resolution of support adopted in May of 2007 (attached).

Go-Science, which is the operating name of the Eastern North Carolina Regional Science Center, is a 501(C) (3) nonprofit focused on enhancing the level of science and math literacy for the people of Greenville and eastern North Carolina. Go-Science requested that consideration of this item be held at the April 5, 2010, City Council meeting. Additional information provided by Go-Science about its mission and programming, as well as letters of support, are attached.

The Pugh's Tire site is located within the West Greenville Certified Redevelopment Area, in close proximity to both the historic neighborhoods of West Greenville as well as new and existing residential and commercial development in the Uptown Commercial district. The site is approximately 275 feet from the boundary of the Center City Revitalization Area. Activities proposed for the science museum and education center include a Challenger Space Flight Simulator, small planetarium, earth-science and weather related exhibits, developmentally appropriate science activities for toddlers, and Science Cafe' activities for science enthusiasts of all ages. This type of attraction is a key goal of the adopted Center City-West Greenville Revitalization Plan (2006)--

calling for the "development of an arts, science and cultural entertainment district in the area bounded by Dickinson Avenue, Reade Circle, Evans Street, and Tenth Street" on page 3-16. With the proposed Go Science location at 729 Dickinson Avenue, the science center and educational center will be located exactly as prescribed by Greenville's adopted Revitalization Plan.

The Pugh's Tire property sales price of \$378,000 is equal to the appraised value of the property (\$315,000) plus 20%, a figure that is within the Redevelopment Commission's purchase policy. As part of the Redevelopment Commission's policy, a review appraisal along with other due diligence investigation of the property will also be conducted. An Option to Purchase the property was executed on January 21, 2010, by Go-Science. In order to purchase the property, the Redevelopment Commission would purchase the option from Go-Science for \$10,000, then pay the remaining \$368,000 to the property owners. Copies of the contract for purchase, option memo, and appraisal are attached as part of this agenda package.

If the Pugh's Tire property acquisition is completed, the Redevelopment Commission proposes to negotiate a lease-to-own agreement with the Go-Science organization that would allow that organization to purchase the property once they have stabilized their operations at the 729 Dickinson Avenue location.

**Fiscal Note:**

Option 1.

The Redevelopment Commission is unable to complete the purchase through the use of redevelopment West Greenville revitalization area bond funds due to the fact that all acquisition funds earmarked for the West Greenville Redevelopment Area from the 2006 General Obligation Bond issuance have been expended. Should City Council choose to fund this request, staff recommends utilizing funds set aside by the City Council in the Capital Reserve fund designated for a parking deck. Should the construction of a parking deck come to fruition in the near future, those funds could be made up from Center City redevelopment funds that remain available from that same 2006 General Obligation Bond issuance.

Option 2.

During the week of March 22, 2010, the City's Bond Counsel, Sidley-Austin LLP, advised City staff that the Center City Revitalization Bonds proceeds can be used for purposes outside of the Center City revitalization area so long as City Council makes a finding that using the proceeds of the bond funds for a particular purpose will promote the Center City revitalization efforts (see attached letter.) Thus, Center City Revitalization Bonds proceeds can be used to purchase the Pugh's Tire property for the development of a science museum and education center provided that City Council makes such a finding. City Council could authorize the purchase utilizing Center City Revitalization Bonds proceeds based on bond counsel's advice that Center City Revitalization Bonds proceeds can be used outside of the City Center revitalization area for purposes that promote the Center City revitalization efforts, as determined by City Council. Therefore, if the City Council determines to utilize the Center City Revitalization Bonds proceeds to fund the purchase of the property for the development of a science museum and education center at 729 Dickinson Avenue, staff is of the

opinion that City Council could make the determination that the development of the science museum and education center at that location will promote the Center City revitalization efforts. Since the Redevelopment Commission is the purchaser of the property, staff would add that this option be pursued contingent upon the Redevelopment Commission's concurrence that the Center City Revitalization Bonds proceeds should be used for the purchase of this property.

**Recommendation:**

At their February 2, 2010, meeting the Redevelopment Commission unanimously recommended the purchase of the former Pugh's Tire location for the purpose of developing a science museum and education center in partnership with the Go-Science organization. A copy of the pertinent section from those minutes is attached to this agenda package.

Staff recommends City Council approval of the purchase by one of the two methods identified in the fiscal note above.

For Option 1 the motion would be to approve the funding to the Redevelopment Commission in the amount of \$378,000 from the Capital Reserve Fund designated for a parking deck for the purpose of purchasing the property located at 729 Dickinson Ave. to be made into a science museum and education center.

For Option 2 the motion would be (1) to make a finding that using the Center City Revitalization Bonds proceeds to purchase the property located 729 Dickinson Ave. for the development of a science museum and education center will promote the Center City revitalization efforts, (2) to approve the utilization by the Redevelopment Commission of \$378,000 from the Center City Revitalization Bonds proceeds for the purpose of purchasing the property located at 729 Dickinson Ave. for the development of a science museum and education center, and (3) to request that the Redevelopment Commission concur that the Center City Revitalization Bonds proceeds should be used for the purchase of this property.


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**Attachments / click to download**

- [Pughs Property Document](#)
- [Go Science Document](#)
- [Taff Support Letter](#)
- [Uptown Support Letter](#)
- [Go Science Resolution](#)
- [2009-2010 RDC Work Plan](#)
- [Vision Area H PDF](#)
- [Redevelopment Commission Minutes](#)

 [bond counsel letter](#)

 [Support Letter from Chancellor Ballard](#)

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RESOLUTION NO. 07-34

RESOLUTION OF SUPPORT FOR THE EASTERN NORTH CAROLINA REGIONAL  
SCIENCE CENTER

WHEREAS, the City of Greenville desires to improve the quality of life for all of its residents and supports the Eastern North Carolina Regional Science Center's goal of providing educational and cultural enrichment opportunities for all citizens of the region;

WHEREAS, a dedicated body of individuals have worked for years to develop a regional science center;

WHEREAS, this body has adopted by-laws and has been incorporated;

WHEREAS, a United States NASA Challenger Learning Center equipment was acquired by the group;

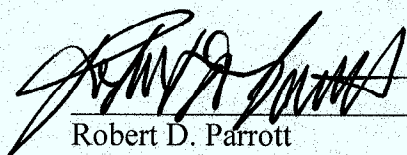
WHEREAS, a Challenger Learning Center and full Science Center will enhance the educational and cultural learning opportunities for Eastern North Carolina residents and visitors;

WHEREAS, a development of the Challenger Learning Center and the full Science Center will function as a premier educational center to motivate and inspire students of all ages and walks of life to pursue higher levels of scientific and math literacy; and

WHEREAS, the Eastern North Carolina Regional Science Center continues to implement its strategic plan and seeks capital and operating funds in the form of a \$1 million federal government earmark;

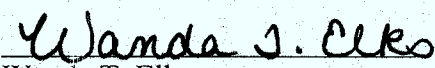
NOW, THEREFORE, BE IT RESOLVED that the City Council of Greenville does hereby support the Eastern North Carolina Regional Science Center's efforts to establish and operate a Challenger Learning Center and full Science Center to meet the enrichment needs for Eastern North Carolina residents and visitors.

Adopted this the 10<sup>th</sup> day of May, 2007.



Robert D. Parrott  
Mayor

Attest:

  
Wanda T. Elks  
City Clerk



## **THE GO-SCIENCE CENTER**

### **Business and Strategic Plan**



**GO-Science**  
**319 S. Cotanche St.**  
**Greenville, NC 27858**

**1-800-919-0824**  
**[www.GO-Science.org](http://www.GO-Science.org)**

## Confidentiality Agreement

The undersigned reader acknowledges that the information provided by GO-Science in this business plan is confidential; therefore, reader agrees not to disclose it without the express written permission of GO-Science.

It is acknowledged by reader that information to be furnished in this business plan is in all respects confidential in nature, other than information which is in the public domain through other means and that any disclosure or use of same by reader may cause serious harm or damage to GO-Science.

Upon request, this document is to be immediately returned to GO-Science.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (typed or printed)

\_\_\_\_\_  
Date

*This is a business plan. It does not imply an offering of securities.*



1.0 Executive Summary ..... 1

    1.1 Organization Summary ..... 3

    1.2 Implementation and Phasing ..... 4

2.0 Services ..... 5

3.0 Market Analysis Summary ..... 6

4.0 Strategy and Implementation Summary ..... 7

    4.1 Competitive Edge ..... 8

    4.2 Marketing Strategy ..... 8

    4.3 Fundraising Strategy ..... 9

5.0 Management Summary ..... 10

6.0 Financial Plan ..... 10

## 1.0 Executive Summary

### Introduction

*GO-Science* is a not-for-profit 501(c)(3) organization that is establishing a science center in Greenville, NC. *GO-Science* is being formed to provide unique and meaningful science programming for all children and adults, to educate children in the sciences, and to build a STEM pipeline to create a scientifically literate workforce. We plan to offer a dynamic and constantly-evolving program. Although we will incorporate all of the sciences into our programs, our focus is on living, earth, and space sciences. Most activities will be highly interactive and enjoyed on a walk-in basis. The Museum will be staffed by educational professionals, and all structured activities will be led by master teachers or subject matter experts.

### The Organization

*GO-Science* was founded around four core values. 1) **Service and Community Relevance** - *GO-Science* will serve the community and region by offering outstanding and unique science experiences. 2) **Transformation and Personal Relevance** - *GO-Science* will directly change the lives of its visitors by creating an overall appreciation of the role of science and discovery in their daily lives and their unfolding future. 3) **Science and Math Literacy** - *GO-Science* is committed to building excellence in science and math in the community in partnership with the schools, government, and private sector. 4) **Engagement and Discovery** - *GO-Science* will meet its goals for science and science literacy through a program of exciting and stimulating science experiences.

Our management team consists of the board of directors and officers of *GO-Science* working closely with the executive director. In addition, a professional public relations firm is employed to handle identity, graphic design, web, and PR. At this time work is divided among committees and the executive director who will need to add staff to the *GO-Science* team once the facility is open.

### Services

*GO-Science* will house six key service delivery components that include both on-site and off-site services. These science services will be both open to the public and available for classroom customization for public school visits or outreach.

The service delivery components are grouped into four core service delivery modules.

- 1) **Exhibits** - Permanent and Temporary Exhibit Space
- 2) **Outreach** - Planetarium and Off-site Educational Programs
- 3) **On-Site** - Special Programs and Classes Offered On-Site.
- 4) **Challenger Learning Center** - Programs Centered Around the Challenger Learning Center Experience.

## **The Market**

Research shows that the science center industry has been growing for the past several years with many museums and science centers in development or undergoing renovations and/or expansions. According to the ASTC 2007 Statistical Sourcebook in 2007, 10.1% of respondents to ASTC's annual survey reported plans to begin new buildings beginning in 2008-2010 while 15.6% reported plans to begin significant expansions during the same period in order to meet increasing demand.

An environmental scan of the region shows an identified need for a science center in Greenville. The nearest museums that are science based are located in Wilson, Kinston, and Rocky Mount. These existing museums would all be classified as children's museums and serve a narrow segment of the child population without addressing older children or even adults. The science center in Greenville would fill a void in the region for a center designed not only for children but the lifelong learner along a continuum of experiences.

Our market analysis has identified 6 primary segments within our market with different identified needs and expectations as we plan to adapt communication and programming effectively to ensure that all of our segments are served appropriately.

## **Financial Considerations**

We are seeking funding for initial start-up costs to be used for legal costs, leasehold improvements, rent and related expenses, office equipment, furniture, starting inventory, and initial cash to handle the first few months of expenses.

We estimate that approximately 60% of *GO-Science's* annual revenue will be generated by a combination of membership, admissions, programming, retail sales, and related activities. The remainder of our funding will be generated by:

The writing of proposals to secure grants from foundations.

The solicitation of individuals, corporations, and small businesses.

An annual large-scale benefit concert, family benefits, and special events.

A variety of small scale fundraising activities.

## 1.1 Organization Summary

*GO-Science* is a not-for-profit organization formed to provide a place where children and adults of all ages and abilities are encouraged to develop their full potential through interactive informal science activities. We plan to offer a dynamic, unique, and constantly evolving program. Most activities will be enjoyed on a walk-in basis. The Museum will be staffed by educational professionals and volunteers. *GO-Science* will offer a science experience to children and adults that cannot be duplicated or found anywhere else in eastern North Carolina.

The informal science learning center will house four thematic areas centered on the theme of "**Science Visions**." The four thematic areas are as follows:

- **"Edge" Science** - an active temporary exhibition program that will feature leading edge discoveries and the best traveling displays from other science centers and museums. To create a sense of uniqueness to this center the edge gallery could have a centerpiece presentation with the NOAA system. This would create a direct link to North Carolina through weather, establish enhanced programming in partnership with WNCT Channel 9, and maintain the strategy for relevant and changing science features.
- **Sciences Alive** - the permanent galleries will be a unique treatment of the life and physical sciences and the dynamic processes within us and around us. Exhibits will be further grouped into the following:
  - **You and Me** - genetics, health science, medicine, and an exploration of the living world of the human body. Links to local college, university and corporate health-related projects can be a prominent component here.
  - **The Processes of Life** - exhibits and activities that will illustrate ecological events and connections with bio-diversity in a range of different environments, living structures, and species.
  - **Our Living Planet** – depicts the dynamic processes of the living earth in the context of the physical sciences. Aligned with the NC Standard Course of Study, this exhibit explores core themes and concepts relative to the processes of earth. In addition, context is given for the dynamic interaction between humans and our environment including both positive and negative impacts over time.
- **Earth and Space Science**
  - **Science Universe** – is a major "wow" attraction for the center including the portable planetarium as well as a NOAA Sphere where weather patterns and climate change can be uniquely viewed.
  - **Team Science** - this theme gives the opportunity to extend the Challenger Learning Center experience, once open, to an experience where young people work together to solve complex and relevant scientific and technological problems. This essentially models contemporary scientific research and applications.
- **Science in Action** - refers to *GO-Science*'s public programming outreach initiatives. It is likely that given the current restrictions on public school travel, the center will be expected to take on a prominent educational role throughout the region and throughout North Carolina and therefore programming must reach out to a wide range of people wherever they are.

- Key programs could include:
  - **Science Online** - an on-line multimedia and interactive experience utilizing GO-Science's current online technologies to deliver interactive informal educational activities over the internet.
  - **Portable Planetarium** - on-site planetarium programs delivered using a portable planetarium that can be transported into school classrooms.
  - **Science Cafes/Meet the Scientist** - interactive on- and off-site activities and events that encourage the public to interact with scientists in a comfortable setting and encourage inquiry-based learning and exploration.
  - **Science in Motion** - a sponsored outreach vehicle capable of taking science discovery experiences wherever it is needed.

## 1.2 Implementation and Phasing

- *GO-Science is using a multi-phase approach in the development of the proposed Dickinson Avenue site.*
  - **Phase I**



- Using currently available 2800 sq ft. of space.
- Our Living Planet / Tornado Exhibit
- Planetarium
- Hands-on Programming

○ **Phase II**



What is **Addiction?**  
This interactive station can provide graphics and video to teach students about the effects of drug use on the human body.

- Use of service bay area and warehouse initiated.
- Health Exhibit
- Developmental Learning Area (ComfyLand)
- Traveling Exhibits

○ **Phase III**



- Capital addition and reorganization of exhibit space.
- Introduction of Challenger Learning Center Simulator
- Expanded Permanent and Temporary Exhibit Space

GO-Science plans to locate in an easily accessible and community friendly part of Greenville, NC. It was decided to locate the center near Greenville in order to foster synergy with East Carolina University, Pitt Memorial Hospital, Pitt Community College, and local biotechnology and pharmaceutical industries. The former Pugh's Tire Store on Dickinson Ave. has been identified as the ideal site for the development of the Science Center. This site is strategically situated to provide accessibility for the entire community and work synergistically with current and future developments on the Dickinson Avenue corridor and in the city center.

**2.0 Services**

## **Science Service Delivery**

*GO-Science* will house six key service delivery components that include both on-site and off-site services. These science services will be both open to the public and available for classroom customization for public school visits or outreach.

1. **Temporary Exhibit Space.** This is a thematic area within the center that will feature some of the world's best traveling exhibits. The exhibits will be family-friendly and open to the public on a walk-in, tour, and scheduled basis.
2. **Permanent Exhibit Space.** This space will contain *GO-Science's* permanent exhibits, interactive modules, and displays that will be unique to the center and focus around the thematic core of the living, earth, and space sciences. This area will be available for walk-in viewing, scheduled school groups, and special guided tours.
3. **Outreach Programs.** Outreach programs designed around the North Carolina Standard Course of Study will be available for service delivery to public schools within the *GO-Science* service area.
4. **On-Site Special Programs.** Special group and individualized programs will be available and centered around specially selected thematic areas and consistent with the identified needs in eastern North Carolina.
5. **Planetarium.** Portable planetarium programs will be offered within the center on a walk-in, special event, and group-scheduled basis.
6. **Challenger Learning Center Experience.** The Challenger Learning Center experience will be offered as three discrete services. (1) Simulations for Public Schools (2) Professional Development for Corporations (3) Walk-in Public Simulations.

## **3.0 Market Analysis Summary**

*GO-Science* will have diverse market segmentation; the key focus, however, will be on families seeking to nurture their children through informal, interactive, enjoyable, and educational science activities. Currently, *GO-Science* has segmented and profiled the current marketplace as follows:

- **Kid and Cul-de-Sacs**  
A noisy medley of bikes, dogs, carpools, pop music, and kids with packed schedules characterize this segment. Parents are heavily involved in their child's development and seek activities that enhance their educational experience. Time, ease, and accessibility are important for these parents who never seem to have enough time to shuttle the kids everywhere they need to be.
- **Professionals' Circle**  
Professional executives, lawyers, professors, and doctors with packed schedules, outsourced activities, and work and life balance struggles define this segment. Education is a top priority for this group. They have a high propensity to send their children to private school and seek whatever the "best" opportunities are for their children, and they will spend the money to make that happen. Efficiency, professionalism, stature, and value to them and their children are very important to members of the professionals' circle.
- **Country Squires**  
Grandchildren running around the house with an active senior trailing behind, community responsibility, and quality of life are important to this segment. They hold a key concern for the well being of their grandchildren or children in the community in general. This segment

has a high propensity to volunteer, donate, and align community resources to make positive things happen. They are concerned for the next generation and they value stewardship of resources, outcomes of programs, and thoughtful planning.

- **Motivated Educator**

Teachers in elementary, middle, or high schools that are motivated, active, and high achievers in the teaching profession comprise this segment. They are continually seeking to involve school children in reputable educational programs. Cost, ease of access, and flexibility are important to the motivated educator.

- **Laissez-faire Families**

Autonomy and self-direction define laissez-faire families. Families in this segment do not strongly direct the activities of children and believe in child self-direction while looking to the public school system to provide educational opportunities. Families are not likely to seek out extended educational opportunities unless directed by the interest of the children. Cost, ease of access, and interest of child are important factors for the laissez-faire family. The group can be best reached in established community venues like churches and schools.

- **Bootstrapping Families**

Families in this segment strongly direct the educational activities of their children. Their guiding mantra is "I want a better life for my children than I had for myself." This segment will creatively align resources to provide learning opportunities for their children including scholarships and needs-based support programs to give their children educational advantages. This segment values accessibility, opportunity, and educational value.

*GO-Science* strives, through innovative informal education, to create a unique environment in which children of all ages, ability, and experience can feel free to imagine, engage, and welcome the sciences into their lives. This environment will appeal to a broad cross-section of all families, without regard to racial, educational, or economic background. However, *GO-Science* is aware of the different expectations of our market segments and will work to meet the unique needs and challenges that are specific to each segment.

## 4.0 Strategy and Implementation Summary

Through our strong focus on developing enjoyable and educational experiences targeted to children and adults, we are positioned as a premier source of education, enrichment, and enjoyment for Greenville and its environs. Our offerings include a diverse range of programs and activities on a rotating calendar basis, ensuring a fresh experience for even the most frequent visitors.

A key strategy for *GO-Science* is membership growth as a mechanism to drive recurring revenue. By extending a value proposition to our target market in the form of comprehensive membership benefits, we expect to quickly expand our membership. Our diverse and calendar of programs and events, coupled with the quality of the *GO-Science* experience, will deliver high member-retention rates.

Closely related to membership, but anticipated to be a larger source of revenue, are fees from general and special exhibit admissions. Through a grassroots approach, we will communicate the compelling influence and value that attendance at *GO-Science* will deliver to children and their families. Once inside, we will rely upon the dynamic environment and our staff to spark interest in our programs and workshops.



The Greenville area has highly active community groups who provide a proven communication network throughout the area. These civic organizations coupled with specific child-oriented groups have shown to be receptive to similar messages in the past and directly reach our initial target market.

On-site marketing for workshops and special events represents an economical and effective way to generate revenue. By reaching attendees, people who have already made the initial step to engage in our experience, we anticipate a high degree of interest and participation in revenue producing activities such as workshops and special events.

We recognize that a strong Internet presence is an opportunity to extend our market reach in a manner consistent with our mission. The goal of our site is to create interest, inform and entertain visitors, facilitate requests for membership, renewals and registrations, and generate additional revenue.

Building and maintaining a solid database of potential customers will be critical to the success of our outreach programs. *GO-Science* has a sophisticated CRM system to keep track of all interactions with our current, future, and potential clients.

*GO-Science* has begun an extensive fundraising campaign to provide our initial start-up costs. Our current work includes the development of prospect lists of persons who may be interested in providing a financial donation, the solicitation of support from corporations and the local business community, the writing of grant proposals soliciting funds from foundations, and the implementation of recommendations from a recently completed fundraising feasibility study.

Approximately 50-60% of *GO-Science's* annual revenue will be generated by a combination of membership, admissions, programming, retail sales, and related activities. The remainder of our funding will be generated by:

- The writing of proposals to secure grants from foundations.
- The solicitation of individuals, corporations, and small businesses.
- An annual large scale benefit concert, family benefits, and special events.
- A variety of small scale fundraising activities.

We anticipate that we will be able to manage our consumable expenses through the pursuit of in-kind donations from businesses and individuals, the creative use of found objects, and inexpensive means of purchasing bulk items.

#### **4.1 Competitive Edge**

We start with a critical competitive edge: there is no local competitor we know of that can offer the educational experience for children provided by *GO-Science*. Through our strong focus on developing enjoyable and educational experiences targeted to children, we are positioned as a premier source of education, enrichment, and enjoyment for the entire Pitt County Area. Our offerings include a diverse range of programs and activities on a rotating calendar basis, ensuring a fresh experience for even the most frequent visitors.

#### **4.2 Marketing Strategy**

A key strategy for *GO-Science* is membership growth as a mechanism to drive recurring revenue. By extending a value proposition to our target market in the form of comprehensive

membership benefits, we expect to quickly expand our membership. Our membership plan is structured to allow members to determine the frequency of visits to the museum and the degree of participation in special programming. *GO-Science* will offer varying membership levels at key price points each with their own exclusive benefits package. All members will receive a ten percent discount on retail purchases, special programming, and events. Our quarterly newsletter will keep members informed and involved. Our diverse and calendar of programs and events, coupled with the uniqueness of the *GO-Science* experience, will deliver high member retention rates.

Closely related to membership, but anticipated to be a larger source of revenue, are fees from general and special exhibit admissions. Through a grassroots approach, we will continually communicate the compelling influence and value that attendance at *GO-Science* will deliver to children and their families. Targeted advertising and networking throughout a very active local community will allow us to focus on bringing first time attendees to the museum. Once inside, we will rely upon the dynamic environment and our staff to spark interest in our programs and workshops. We will also employ PSA's on radio stations and television as well as well timed press releases as effective and affordable vehicles to deliver our message.

Print advertising during our first year will be limited and placed in the less expensive local media. We plan to distribute flyers through local community groups. The Greenville area has highly active community groups who provide a proven communication network throughout the area. These civic organizations coupled with specific child-oriented groups have shown to be receptive to similar messages in the past and directly reach our initial target market. As we expand our presence throughout the region, we will scale our advertising accordingly.

On-site marketing for workshops and special events represents an economical and effective way to generate revenue. By reaching attendees, people who have already made the initial step to engage in our experience, we anticipate a high degree of interest and participation in revenue producing activities such as workshops and special events.

We recognize that a strong Internet presence is an opportunity to extend our market reach in a manner consistent with our mission. Initially, our direct marketing efforts will be locally focused, but we will rely upon a dynamic and informative website to support our efforts, while broadcasting our message to a much larger audience. The goal of our site is to create interest, inform and entertain visitors, facilitate requests for membership, renewals and registrations, and generate additional revenue. We will direct visitors to our site through consistent references in all of our marketing materials and the strategic placement of links to our site from other related websites.

Building and maintaining a solid database of potential customers will be critical to the success of our outreach programs. *GO-Science* has a sophisticated CRM system to keep track of all interactions with our current, future, and potential clients. We are in the process of engaging various community groups in the mission of *GO-Science* recognizing that their involvement will be a key to our success. Additionally, we are developing a prospect database of persons who may be interested in making a financial contribution and/or giving their time as volunteers.

### **4.3 Fundraising Strategy**

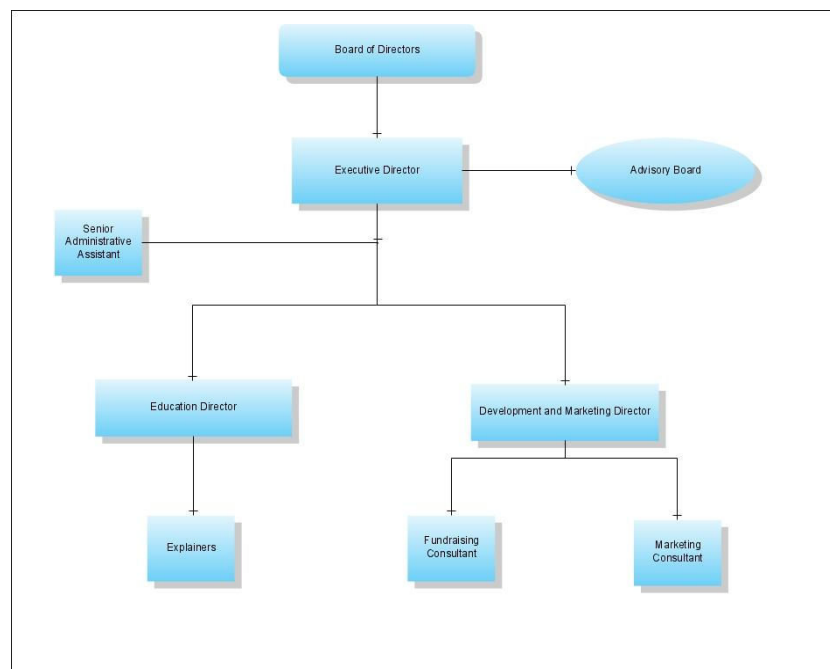
*GO-Science* is committed to balancing its operating budget and operating on a solid financial foundation. These efforts are based on a mixture of revenues from earned income activities, science center admission, special exhibit admission, fundraising, partnerships with

local businesses and charitable gifting. Just as revenues are tracked, internal expenses will be closely monitored.

GO-Science is intentionally emphasizing the need to reduce reliance on donation-based revenues and looks toward revenues from earned income activities to support our programs. Indeed, our goal is to become self-sustaining, involving our community in the process of maintaining a profitable and competitive entrepreneurial venture that benefits our community.

## 5.0 Management Summary

### Organizational Chart



The initial management team consists of the board of directors and officers of *GO-Science* working closely with the executive director. Currently, work is divided among committees and the executive director. Once the center is open, there will be a need to add a development/marketing director, education director, part-time floor staff (explainers), and an administrative assistant to the organization's team.

## 6.0 Financial Plan

The basis for our financial planning has been looking forward with conservative estimates for revenue and expenses. We are committed to consistent growth of our cash balances through prudent management of our expenses. Our focus will be on remaining profitable year to year, while also building adequate cash reserves.

**Table: Financials**

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
<b><u>Income</u></b>			
CLC Capital Account	1,100.00	1,540.00	2,156.00
Go-Science Membership	19,000.00	38,000.00	51,300.00
General Admission	70,000.00	65,000.00	60,000.00
Planetarium Programs	9,600.00	19,200.00	17,280.00
Outreach Activities	5,000.00	7,500.00	11,250.00
On-site Special Activities	6,000.00	8,700.00	10,875.00
GSMC Funding	46,000.00	48,000.00	48,000.00
Funding (Annual and Donations)	120,000.00	130,000.00	140,000.00
<b>Total Income</b>	<b>276,700.00</b>	<b>317,940.00</b>	<b>340,861.00</b>
<b><u>Expenses</u></b>			
Payroll and payroll taxes, benefits	130,000.00	175,000.00	200,000.00
Utilities	12,000.00	12,600.00	13,230.00
Marketing Expenses	10,000.00	12,000.00	14,400.00
Planetarium costs	1,200.00	1,320.00	1,452.00
Office expenses	3,000.00	4,050.00	5,467.00
Printing and graphics	3,000.00	4,000.00	5,000.00
Telephone/internet	4,000.00	4,000.00	4,000.00
Accounting Fees	1,800.00	2,000.00	2,400.00
Advertising	27,000.00	19,000.00	19,000.00
Dues & Subscriptions	2,673.00	2,673.00	2,673.00
Promotional Meals & Entertainment	2,000.00	2,400.00	2,640.00
Building maintenance, HVAC contract, repairs	2,400.00	3,000.00	3,600.00
Auditing Fees	2,750.00	3,000.00	3,500.00
Insurance	2,400.00	2,520.00	2,646.00
Directors and Offices Insurance	750.00	750.00	750.00
Travel	4,000.00	5,000.00	6,000.00
Furniture/Exhibits Purchase	8,000.00	10,000.00	10,000.00
Supplies office and programs	500.00	500.00	500.00
Miscellaneous	4,000.00	4,400.00	4,840.00
<b>Total Expenses</b>	<b>221,473.00</b>	<b>268,213.00</b>	<b>302,098.00</b>
<b>Net Income</b>	<b>55,227.00</b>	<b>49,727.00</b>	<b>38,763.00</b>



## **Eastern North Carolina Regional Science Center**

### **DBA Go-Science**

Greenville, North Carolina

The Eastern North Carolina Regional Science Center (DBA Go-Science) is a 501(c)3 nonprofit, regional science center being developed in Greenville, North Carolina. The Center will focus on enhancing the level of science and math literacy for all the people of eastern North Carolina. It will serve a population of over 600,000 people in 19 eastern North Carolina counties, many of which are economically distressed. Open to the general public as a regional resource, the Center will offer programs for schools (kindergarten through twelfth grade), undergraduate and graduate studies, and for the independent adult learner.

The Center will be a key component in the cultural and economic development in Pitt County, North Carolina and will enrich the community as well as the region through its on-site and outreach programs. Eastern North Carolina's economy is gradually evolving due to the medical, pharmaceutical, and biotech industries that have developed in the area. The region's workforce has struggled to keep pace with the technological and educational demands of these businesses and this has formed a barrier to this sector's continued growth. Therefore, there is a critical need to develop a mathematical and scientific literate workforce to fill current positions and to entice similar industries to relocate to eastern North Carolina. A high-quality science center will play an important role in meeting these objectives.

#### **Go-Science's Goals:**

- Assist in the development of a math- and science- literate workforce;
- Demonstrate the relevance of science and technology in everyday living;
- Motivate and inspire students of all ages and all walks of life to pursue higher levels of scientific literacy;
- Educate teachers in science content, processes, and teaching technologies;
- Provide schools with exciting, hands-on, innovative, and relevant curriculum-based science programs; and
- Offer unique learning and entertainment opportunities to excite and stimulate students and other visitors.

The Center will include a planetarium, temporary and permanent exhibit spaces, a Challenger Learning Center (CLC, see reverse side), the East Carolina University Center for Science, Technology, and Math Education, advanced life-sciences and physics-chemistry classrooms, a local television station weather department and studio, along with a gift shop and café.



# Challenger

## LEARNING CENTER

### Challenger Learning Center

Greenville, North Carolina

The Challenger Learning Center (CLC) is an international, not-for-profit education organization that was founded by the families of the astronauts from Challenger Space Shuttle mission 51-L.

The CLC, which provides realistic mock-ups of Mission Control and an orbiting space station, encourages students to pursue further study in mathematics, science, and technology. Using their imaginations, students work together to meet the simulated mission's goal, such as launching a probe or the interception of a comet. Each mission provides the children with numerous opportunities to apply the skills they have learned in the classroom. Students use principles of science and mathematics, as well as reading and communication skills to complete their missions. Teachers receive training and materials in advance of the mission to incorporate it into their curriculum at school.

#### Challenger Learning Center of Greenville, NC:

- The newest member in a network of over 50 proven and successful Challenge Centers in the United States;
- First step in the development of the Eastern North Carolina Regional Science Center (DBA Go-Science, see reverse side);
- It will serve more than 12,000 elementary and middle school students in eastern North Carolina;
- The CLC offers missions to middle school children as well as ARIES (a new science program for 3<sup>rd</sup> and 9<sup>th</sup> graders), and professional development for educators and corporate groups; and
- The primary goal of the CLC is to facilitate enhanced educational services and opportunities within the regional school districts, East Carolina University and Pitt Community College.

#### Additionally, the CLC will provide:

- Affordable teacher development programs that range from offering college credit toward a Masters degree or National Board Certification to continuing education credits;
- Affordable facilities for teacher training programs;
- Access to more sophisticated lab equipment and subject matter experts than is currently available in schools;
- Access to science and math programs that enhance current curriculum as well as stimulate and excite students; and
- Summer camps for children who wish to experience a complete, week-long immersion in the CLC environment.

Eastern North Carolina Regional Science Center, Inc.  
Greenville, North Carolina

REPORT ON AUDIT  
December 31, 2008

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INDEPENDENT AUDITORS' REPORT

Board of Directors  
Eastern North Carolina Regional Science Center, Inc.  
Greenville, North Carolina

We have audited the accompanying statement of financial position of Eastern North Carolina Regional Science Center, Inc., (a nonprofit organization) as of December 31, 2008, and the related statements of activities, functional expenses, and cash flows for the year then ended. These financial statements are the responsibility of the organization's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Eastern North Carolina Regional Science Center, Inc., as of December 31, 2008 the changes in its net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.



Certified Public Accountants

July 31, 2009

Eastern North Carolina Regional Science Center, Inc.  
Greenville, North Carolina

Statement of Financial Position  
December 31, 2008

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<u>ASSETS</u>	<u>2008</u>
<u>Current Assets</u>	
Cash and Cash Equivalents	\$ 99,076
Grant Receivable	5,000
Prepaid Expenses	300
Pledge Receivable	<u>1,300</u>
Total Current Assets	<u>\$ 105,676</u>
<u>Other Assets</u>	
Equipment	\$ 287,950
Organizational Cost	2,947
Amortization	<u>(2,947)</u>
Total Other Assets	<u>\$ 287,950</u>
TOTAL ASSETS	<u><u>\$ 393,626</u></u>
 <u>LIABILITIES AND NET ASSETS</u>	
<u>Net Assets</u>	
Unrestricted	\$ 350,076
Temporarily Restricted	<u>43,550</u>
Total Net Assets	<u>\$ 393,626</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 393,626</u></u>

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THESE FINANCIAL STATEMENTS.

Eastern North Carolina Regional Science Center, Inc.  
Greenville, North Carolina

Statement of Activities  
December 31, 2008

	2008
<u>UNRESTRICTED NET ASSETS</u>	
Unrestricted revenues and expenses	
Contributions	\$ 5,211
Interest Income	835
In-Kind Contributions	15,250
TOTAL UNRESTRICTED REVENUES	\$ 21,296
Net assets released from restrictions	
Restrictions satisfied by payments	430,690
TOTAL UNRESTRICTED REVENUES	\$ 451,986
Expenses	
Program Services	71,270
Supporting Services	
Management and general	15,640
Fundraising	15,000
TOTAL EXPENSES	\$ 101,910
INCREASE IN UNRESTRICTED NET ASSETS	\$ 350,076
<u>TEMPORARILY RESTRICTED NET ASSETS</u>	
Contributions	
State Department of Environment and Natural Resources	\$ 50,000
Matching Grant; Capital Designation	25,500
Pitt-Greenville Convention & Visitor Authority	5,000
Net assets released from restrictions	
Restrictions satisfied by payments	(430,690)
INCREASE (DECREASE) IN TEMPORARILY RESTRICTED NET ASSETS	\$ (350,190)
INCREASE (DECREASE) IN NET ASSETS	(114)
NET ASSETS AT BEGINNING OF YEAR	393,740
NET ASSETS AT END OF YEAR	\$ 393,626

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THESE FINANCIAL STATEMENTS.

Eastern North Carolina Regional Science Center, Inc.  
Greenville, North Carolina

Statement of Functional Expenses  
December 31, 2008

2008				
	Total Program	Supporting Services		Total
		Management and General	Fundraising	
Bank Charges		\$ 100		\$ 100
Consulting Services/Marketing			18,639	18,639
Dues/Membership	1,450			1,450
Postage	505			505
Legal & Accounting	5,372	3,500		8,872
Insurance	720	1,500		2,220
Travel	4,288			4,288
Supplies	1,347	150		1,497
Contract Services	36,863	9,216		46,079
Meetings & Events		1,174		1,174
Taxes & Licenses	50			50
Advertising	2,036			2,036
Software			15,000	15,000
Total Expenses	<u>\$ 52,631</u>	<u>\$ 15,640</u>	<u>\$ 33,639</u>	<u>\$ 101,910</u>

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THESE FINANCIAL STATEMENTS.

Eastern North Carolina Regional Science Center, Inc.  
Greenville, North Carolina

Statement of Cash Flows  
December 31, 2008

---

	2008
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>	
Increase (Decrease) in net assets	\$ (114)
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Noncash contribution of asset	(250)
(Increase) decrease in assets:	
Grant Receivable	170,000
Increase (decrease) in liabilities:	
Accounts payable	(140,000)
Net Cash Provided by Operating Activities	\$ 29,636
Net Increase in Cash and Cash Equivalents	\$ 29,636
Cash and Cash Equivalents at Beginning of Year	69,440
Cash and Cash Equivalents at End of Year	\$ 99,076

Noncash Transactions

During 2008, the Organization had the following noncash transactions that were excluded from the statement of cash flows:

Noncash Contributions	\$ 15,000
-----------------------	-----------

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THESE FINANCIAL STATEMENTS.

EASTERN NORTH CAROLINA REGIONAL SCIENCE CENTER, INC.

NOTES TO FINANCIAL STATEMENTS

December 31, 2008

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

Eastern North Carolina Regional Science Center, Inc. (ENCRSC) is a program designed to improve science literacy throughout Eastern North Carolina in order to support the growing demand for workers in healthcare, pharmaceutical, and other science related occupations.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles.

Financial Statement Presentation

In order to ensure observance of limitations and restrictions placed by donors on the use of resources available to ENCRSC, its accounts are separated into two classes of net assets: unrestricted net assets and temporarily restricted net assets.

Unrestricted net assets represent resources the use of which is not limited or restricted by donors. These resources generally arise as a result of exchange transactions, unrestricted contributions, or restricted contributions with expired restrictions.

Temporarily restricted net assets represent resources the use of which is limited by donors for the purpose and/or time in which the resources may be expended. Temporarily restricted net assets are reclassified to unrestricted as the time and purpose requirements are met.

ENCRSC has no permanently restricted net assets.

Support and Revenue

In 2008, ENCRSC received grant support from the NC State Department of Environment and Natural Resources and from The Pitt-Greenville Convention and Visitors Authority comprising of roughly 65% of total revenue. Support received from the grant is recognized as services are delivered and reimbursable costs are incurred.

Contribution Revenue Recognition

Gifts of cash and other assets that are restricted by the donor are reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets depending on the nature of the restriction. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Roughly 30% of revenue was from one board member for 2008.

Cash and Cash Equivalents

For the purposes of the statements of cash flows, the Organization considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Functional Expenses

ENCRSC allocates its expenses on a functional basis among its various programs and support services. Expenses that can be identified with a specific program and support service are allocated directly according to the nature and expenditure classification. Other expenses that are common to several functions are allocated based on estimates by management.

EASTERN NORTH CAROLINA REGIONAL SCIENCE CENTER, INC.

NOTES TO FINANCIAL STATEMENTS

December 31, 2008

Income Taxes

ENCRSC operates as a nonprofit entity and is exempt from federal and state income taxes under Section 501(c)(3) of the Internal Revenue Code and Sections 120-125 and 105-130.11(c)(3) of the General Statutes of North Carolina. In addition, ENCRSC has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a) of the Internal Revenue Code. There was no unrelated business income for 2008.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and support and expenses during the reporting period. Actual results could differ from the estimates.

2. SUMMARY OF GRANTS/CONTRACTS FUNDING

ENCRSC was primarily funded through the following grants for the year ended December 31, 2008.

FUNDING SOURCE	TOTAL GRANT	RECOGNIZED SUPPORT 2008
State Department Of Environment and Natural Resources – Grassroots Grant	\$ 50,000	\$ 50,000
Pitt-Greenville Convention and Visitors Authority	\$ 5,000	\$ 5,000

3. GRANTS RECEIVABLE

Grants receivable are deemed to be fully collectible by ENCRSC and are composed of the following amounts due at December 31, 2008.

	<u>2008</u>
Pitt Greenville Convention & Visitors Authority	<u>\$5,000</u>
	<u>\$5,000</u>

EASTERN NORTH CAROLINA REGIONAL SCIENCE CENTER, INC.NOTES TO FINANCIAL STATEMENTS

December 31, 2008

## 4. EQUIPMENT

Equipment is made up of costs associated with the relocation and purchase of a Challenger Learning Center Simulator that was obtained from Discovery Place in Charlotte, NC. Restrictions on the transfer of ownership of the Simulator depend on ENCRSC having the unit in service; therefore, the value will not be recognized until that time. ENCRSC fully expects to have the Simulator operating before the time line expires.

## 5. DONATED PROPERTY AND SERVICES

The value of donated property and services included in the financial statements and the corresponding expenditures for the year ended December 31, 2008, are as follows:

Public support (general donations)	\$ 15,250
Expensed to:	
Software	\$ 15,000
Capitalized as an asset	<u>\$ 250</u>
	<u>\$ 15,250</u>

## 6. CONCENTRATIONS OF CREDIT RISK

The corporation maintains its cash and cash equivalents in one financial institution located in Greenville, North Carolina. The balance is insured by the Federal Deposit Insurance Corporation up to \$250,000. At December 31, 2008, the Corporation's cash balance totaling \$99,076.

## 7. TEMPORARILY RESTRICTED NET ASSETS

Temporary restrictions on assets at December 31, 2008 consist of funds received by ENCRSC and board contributions designated to capital.





**2009 Attendance Summary Output**

<i># of Sessions/Events</i>	<i># of Teachers</i>	<i># of Attendees</i>	<i># of Miles Traveled</i>	<i># of Volunteer Hours</i>
328	937	10252	3317	2376.50



East Carolina University

1907-2007  
CENTENNIAL

**Office of the Dean**

Brody School of Medicine

AD-52 Brody Medical  
Sciences Building

600 Moye Boulevard

East Carolina University **March 4, 2010**

Greenville, NC 27834

252-744-2201 office

252-744-9003 fax

Mayor Pat Dunn and the Greenville City Council Members  
200 West 5th Street  
Greenville, NC 27834

Dear Mayor Dunn and Greenville City Council Members:

I am writing to express my full support for the pending council decision regarding the acquisition of the former Pugh's tire location as the site for the development of the GO-Science Regional Science Center.

GO-Science has over 2 Million dollars worth of interactive science and technology exhibits in storage in Greenville, NC that they will make available to our community at this location. In addition, they have the only full-dome digital planetarium in Eastern, NC that will also be available on-site.

The development of a Science Center in Greenville will help our city not only educationally but economically. A recent study by the North Carolina Grassroots Science Museum Collaborative indicated that for every \$1 of public funds invested in Science Museums in North Carolina another \$14.80 is generated in economic flow-on return. This is not an expense of public funds but rather an investment of public funds both economically and educationally.

Our medical school depends on the educational capacity of the schools in our region. Their students finally matriculate into our graduates. Mentoring and the ability to inspire and interest in higher education is a part of the successful formula that guides students in our direction. This Science Center should add value to this overall strategy.

A study of Science Center developments in NC revealed that 83.7% of successful science center developments were founded by facility collaboration between the host city and the museum. This study revealed that this type of arrangement is the best practice for developing a Science Center and we should adhere to this established best practice.

Any activity that enhances the environment of our city and region adds value in a manner that makes our community more competitive for the types of individuals who would like to settle here. Our faculty are often recruited from "elsewhere" and in many larger cities, there are far more community resources available than we have become accustomed to seeing here.

GO-Science has the experience, leadership, and strategic plan to develop a regional science center that will help to transform Greenville and provide unprecedented inclusiveness and access to the great diversity that exists in our community. I urge you to vote in support of the development of the GO-Science Center on April 5<sup>th</sup>.

Sincerely,

A handwritten signature in black ink that reads "Paul R. G. Cunningham".

Paul R. G. Cunningham, MD, FACS

Dean and Senior Associate Vice Chancellor for Medical Affairs



**North  
Carolina  
Biotechnology  
Center**

**EASTERN OFFICE**

Greenville Centre

Suite 1400

2200 South Charles Boulevard

Greenville, NC 27858-5235

USA

252-328-9981

fax 252-328-9984

March 17, 2010

Mayor Pat Dunn and the Greenville City Council Members  
200 West 5th Street  
Greenville, NC 27834

Re: GO-Science Regional Science Center Site

Dear Mayor Dunn and Greenville City Council Members:

It is my pleasure to provide this letter of support for the GO-Science Regional Science Center. If approved, I believe the former Pugh's Tire location will be well received by the community of Greenville, as well as the eastern region of North Carolina.

The students and schools of Pitt County, as well as the communities throughout the region, will certainly benefit from the many programs offered by the GO-Science Regional Science Center. The investment could prove beneficial, both educationally and economically, for the City of Greenville.

The Eastern Office of the North Carolina Biotechnology Center wholeheartedly supports this proposal, and I hope you vote in support of the property acquisition for the GO-Science Center.

Sincerely,

A handwritten signature in black ink that reads "Mark A. Phillips".

Mark A. Phillips  
Director, Eastern Office

ASHEVILLE

GREENVILLE

RESEARCH TRIANGLE PARK

WILMINGTON

WINSTON-SALEM



**Office of the President**

Telephone 252.493.7220  
Fax Number 252.321.4558  
Courier Number 01-45-28

[www.pittcc.edu](http://www.pittcc.edu)

March 17, 2010

Mayor Pat Dunn and Members of the Greenville City Council  
200 West 5th Street  
Greenville, NC 27834

Dear Mayor Dunn:

I have been a member of the GO-Science Board since I arrived at Pitt Community College almost seven years ago. I strongly recommend that you and the City Council approve the proposal for acquisition of the former Pugh's Tire location to provide a location for this important organization, which has tremendous potential to benefit many members of Greenville, Pitt County, and eastern North Carolina.

GO-Science has over 2 Million dollars worth of interactive science and technology exhibits in storage in Greenville which will become available to our community at this location. In addition, the Center has the only full-dome digital planetarium in this area, which will also be available on-site.

The development of a Science Center in Greenville will help our city not only educationally but economically. A recent study by the North Carolina Grassroots Science Museum Collaborative indicated that for every \$1 of public funds invested in Science Museums in North Carolina another \$14.80 is generated in economic flow-on return. This is not an expense of public funds but rather an investment of public funds both economically and educationally.

Pitt Community College has already benefited from the activities stimulated through GO-Science through development of telescope-building classes and expansion of the astronomy curriculum. We are hoping to further expand our physical and life sciences programs as our enrollment increases. GO-Science will be an important resource for our students and faculty.

A study of Science Center developments in NC revealed that 83.7% of successful science center developments were founded by collaboration between the host city and the museum in providing a facility. This study revealed that this type of arrangement is the best practice for developing a Science Center and we should adhere to this established best practice.

Page 2

GO-Science has the experience, leadership, and strategic plan to develop a regional science center that will help to transform Greenville and provide unprecedented inclusiveness and access for the great diversity that exists in our community. I urge you to vote in support of the property acquisition for the GO-Science Center on April 5<sup>th</sup>.

Sincerely,

A handwritten signature in black ink on a light blue rectangular background. The signature reads "G. Dennis Massey" in a cursive script.

G. Dennis Massey, President

STATE OF NORTH CAROLINA  
COUNTY OF PITT

OPTION TO PURCHASE

THIS OPTION TO PURCHASE ("Option"), made and entered into this the 21<sup>st</sup> day of January, 2010 by and between SAMUEL STACEY PUGH and wife, DANETTE B. PUGH, CHRISTOPHER SCOTT STOKES and wife, STEPHANIE B. STOKES, and FRANKLIN DAVIS PUGH and wife, JANNA POTTER PUGH (hereinafter collective referred to as the "Owner"); and EASTERN NORTH CAROLINA REGIONAL SCIENCE CENTER, INC., a North Carolina nonprofit corporation (hereinafter referred to as the "Optionee");

WITNESSETH:

That for and in consideration of the sum of Ten Thousand and No/100 Dollars (\$10,000.00) to Owner paid by Optionee, the receipt of which hereby is acknowledged, Owner gives and grants unto Optionee, Optionee's successors and assigns, the exclusive right and option to purchase from Owner all that certain real property, together with any improvements located thereon, (hereinafter referred to as the "Property"), being more particularly described on Exhibit A attached hereto and incorporated herein by reference.

THE TERMS AND CONDITIONS OF THIS OPTION ARE AS FOLLOWS:

1. TERM. The period during which this Option may be exercised shall commence on the date of this Option and shall continue up to and including 11:59 p.m. on the 30th day of June, 2010.
2. PURCHASE PRICE. In the event that Optionee elects to purchase the Property pursuant to this Option, the purchase price therefor shall be Three Hundred Seventy-Eight Thousand and No/100 Dollars (\$378,000.00).

The foregoing purchase price shall be paid at closing in cash or by certified funds, bank check or bank money order, except that the \$10,000.00 option fee referenced above shall be credited to Optionee as a part of the Purchase Price at Closing.

3. ADJUSTMENTS. The following items shall be prorated and either adjusted between the parties or paid at Closing:

a. Ad valorem taxes on real property shall be prorated on a calendar year basis through the date of closing;

b. Ad valorem taxes on personal property for the entire year shall be paid by the Owner unless such personal property is conveyed to Optionee, in which case, the personal property taxes shall be prorated on a calendar year basis through the date of Closing;

c. All late listing penalties, if any, shall be paid by Owner;

d. Rents, if any, for the Property shall be prorated through the date of Closing; and

e. Utilities, if any, for the Property shall be prorated through the date of Closing.

4. CLOSING. Closing of the purchase of the Property hereunder shall take place within forty-five (45) days following exercise of this Option, at which time the purchase price shall be paid as herein provided and delivery of the Property shall be completed. Closing shall take place at 120 West Fire Tower Road, Greenville, North Carolina, or at such other location as designated by Optionee, at a time to be specified by Optionee.

Owner and Optionee acknowledge and agree that Optionee shall be responsible for the cost of its own title examination and title insurance premiums, any escrow fees or charges, the cost of its survey, if any, and any recording charges on the deed and that Owner shall be responsible for the cost of the preparation of the deed and all of the documents necessary to perform Owner's obligations pursuant to this agreement and any and all excise taxes (revenue stamps) required by law on the transaction. Each party shall be responsible for the cost of its own attorney's fees.

5. CONVEYANCE OF TITLE. Owner shall make, execute and deliver to Optionee at closing a good and sufficient deed for the Property in fee simple with general

warranty conveying good and marketable title to the Property, free of all liens, encumbrances, restrictions, covenants, rights of way and easements of any kind. Owner hereby represents and warrants that it currently has, and will have at the time of Closing, good and marketable fee simple title to the Property, free of all liens, encumbrances, restrictions, covenants, rights of way and easements.

6. EXAMINATION OF TITLE. If examination of title to the Property by the attorney for Optionee discloses any matter which such attorney, in his sole discretion, deems to constitute an objection to or a defect in the title and which objection or defect cannot be cured to the satisfaction of said attorney within a reasonable time, Optionee shall have the right to terminate this option; and upon any such termination, Owner forthwith shall return to Optionee all sums paid to Owner hereunder and thereafter neither Owner nor Optionee shall have any rights or liabilities hereunder.

Owner agrees to take such action as may be requested by Optionee to satisfy objections to or defects in the title complained of by the attorney for Optionee and which said attorney determines may be cured within a reasonable period of time; and in such case, time for closing hereunder shall be extended accordingly.

The provisions of this paragraph shall apply both before and after any exercise of this Option.

7. CONDEMNATION. In the event that condemnation by governmental authority of all or any portion of the Property shall be instituted or threatened prior to closing hereunder, Optionee shall have the right to terminate this Option, whether or not exercised; and upon any such termination, Owner shall return forthwith to Optionee all sums paid to Owner hereunder and thereafter neither Owner nor Optionee shall have any rights or liabilities hereunder.

8. RISK OF LOSS. Prior to Closing, the risk of loss from fire or other casualty or condemnation of the Property shall be upon Owner. In the event the Property is damaged or destroyed by fire or other casualty or taken or threatened by condemnation prior Closing, Optionee shall have the option to terminate this Option and receive a refund of all deposits and payments made pursuant to the provisions of this Option or to proceed to Closing



and receive from Owner, in addition to the Property, an assignment from Owner of all of Owner's right, title and interest in all amounts due to Owner or collected by Owner as insurance proceeds or condemnation awards.

9. SURVEY. Optionee shall have the right prior to closing hereunder to have the Property surveyed by a Registered Land Surveyor licensed by the State of North Carolina; and, in such event, Optionee shall have the further right to require that the Property be described according to the plat of such survey in the conveyance hereunder.

10. INSPECTION. During the period of this Option and during the period between exercise of same and closing as herein provided, Optionee, Optionee's agents, servants and employees shall have the right to enter upon the Property and improvements thereon and to make such appraisals, inspections, analysis and tests, including soil boring, as may be deemed necessary or desirable, including but not limited to a Phase I, Phase II, and Phase III ESA environmental inspection as required or warranted by the results of the prior inspection reports; provided, however, that such entry and tests shall not be made in a manner so as to damage materially the Property.

Optionee shall hold harmless and indemnify Owner from and against any and all loss, cost, damage or expense of any kind, including attorneys' fees, threatened against or incurred by Owner as a result of any activity upon the Property by or on behalf of Optionee pursuant to this paragraph.

Any inspections or tests made by or on behalf of Optionee and any knowledge or information obtained by Optionee pursuant thereto shall not be deemed in any way in derogation or limitation of any warranties made by Owner pursuant to this Option, and the consummation by Optionee of the purchase of the Property shall be deemed conclusively to have been in reliance upon such warranties.

11. CONDITIONS. Notwithstanding anything to the contrary contained herein, Optionee shall have the right to terminate this Option upon failure of any of the following conditions at any time prior to closing hereunder:

a.

i. The Property and its use shall comply fully with all federal, state and local laws, rules, regulations, orders and requirements relating to health, safety and the environment, including without limitation those relating to ambient air, surface and ground water, surface and subsurface soils and other natural resources and those relating to the manufacture, processing, distribution, use, treatment, storage, handling, transportation, release, disposal or importing and exporting of hazardous substances, hazardous wastes, pollutants, contaminants, toxic substances, asbestos, oil, other petroleum or chemical, biological or radioactive substances; the Property and its use shall not previously have been in violation of any such law, rule, regulation, order or requirement; and there shall not exist on the Property any hazardous substance, hazardous waste, pollutant, contaminant, toxic substance, asbestos, oil, other petroleum or chemical, biological or radioactive substance which is subject to regulation under any such law, rule, regulation, order or requirement or storage tank now or previously used for the storage thereof, whether above-ground or underground, except such as may be consented to in writing by Optionee prior to closing hereunder.

b.

i. The Property and its use shall comply fully with all Environmental and Safety Requirements. "Environmental and Safety Requirements" shall mean all federal, state and local statutes, regulations, ordinances and similar provisions having the force or effect of law, all contractual obligations and all common law concerning public health and safety, worker health and safety, and pollution or protection of the environment, including without limitation all standards of conduct and bases of obligations relating to the presence, use, production, generation, handling, transportation, treatment, storage, disposal, distribution, labeling, testing, processing, discharge, release, threatened release, control or cleanup of any hazardous or otherwise regulated materials, substances or wastes, chemical substances or mixtures, pesticides, pollutants, contaminants, toxic chemicals, petroleum products or byproducts, asbestos, polychlorinated biphenyls, noise or radiation.

ii. No portion of the Property shall be or shall have been used as a sanitary landfill, whether permitted or unpermitted, and no activity shall be or shall have

been conducted thereon which is subject to regulation under the North Carolina Solid Waste Management Act.

- c. No portion of the Property shall consist of filled land.
- d. No portion of the Property shall be located in a special flood hazardous area as such term is used in Flood Disaster Protection Act of 1973 or in a floodway as such term is used in the North Carolina Water and Air Resources Act.
- e. All applicable federal, state and local governmental zoning, land use, environmental and other requirements, together with any private covenants, controls or restrictions, shall permit the development and use of the Property for a museum, educational and meeting facility, including displays of scientific equipment and demonstrations.
- f. Public water and sanitary sewer service at standard use and connection rates and charges available for connection and adequate for the development and use of the Property for the purpose or purposes stated above shall be located at the Property.
- g. Public electric power service at standard use and connection rates and charges available for connection and adequate for the development and use of the Property for the purpose or purposes stated above shall be located at the Property.
- h. Natural gas service at standard use and connection rates and charges available for connection and adequate for the development and use of the Property for the purpose or purposes stated above shall be located at the Property.
- i. Unrestricted record access to and from the Property directly from Dickinson Avenue shall be available at no cost.
- j. All environmental inspections shall be reasonably satisfactory to Optionee.
- k. The Property shall appraise for a sum not less than the Purchase Price described in this Option.
- l. Owner shall have abated and remediated any hazardous waste, hazardous substance, pollutant, contaminant, toxic substance, asbestos, oil, other petroleum or chemical, biological or radioactive substance which is subject to regulation under any law, rule

or regulation, order or requirement which may have been identified as affecting or emanating from the Property.

m. At the time of Closing, Owner shall have good, marketable, insurable (at standard rates), fee simple title to the Property described herein, free of any and all liens, encumbrances, restrictions, covenants, rights of way and easements other than those accepted by Optionee in writing.

n. Optionee must have been able to obtain financing in the full amount of the Purchase Price, at an interest rate reasonably acceptable to Optionee, prior to the date of Closing, after having made a good faith effort to obtain such financing.

Failure of any of the foregoing conditions of this paragraph and termination of this Option shall be evidenced and determined by written notice to Owner from Optionee or the attorney for Optionee, which notice shall be given prior to closing hereunder in the same manner provided for notice of exercise hereunder. Upon such notice of failure and the election by Optionee to terminate this Option as herein provided, Owner shall return forthwith to Optionee all sums paid to Owner hereunder, and thereafter neither Owner nor Optionee shall have any rights or liabilities hereunder.

12. COOPERATION. Owner agrees to cooperate with Optionee in connection with the filing of applications and the securing of permits and authorizations necessary or desirable to Optionee with regard to the Property, both before and after exercise hereof, and Owner shall execute such instruments as reasonably may be requested by Optionee in connection therewith; provided, however, that Optionee shall be responsible for all costs and fees incurred with regard to any filings for or the obtaining of any such permits or authorizations.

13. EXERCISE. The exercise of this Option shall be by written notice from Optionee to Owner, which notice shall be effective upon hand-delivery or when placed in the United States mail, registered or certified, return receipt requested, with postage prepaid and addressed to Owner as follows:

Mr. and Mrs. Samuel Stacey Pugh  
Mr. and Mrs. Christopher Scott Stokes  
Mr. and Mrs. Franklin Davis Pugh  
c/o SCF Properties, LLC

726 SE Greenville Boulevard  
Greenville, NC 27834

Each of the individual parties comprising the Owner hereunder (Owner-parties) hereby does appoint each other Owner- party individually as attorney-in-fact for the purpose of receipt of any notice given pursuant to this Option, and any notice to any one Owner-party shall be deemed notice to all such Owner-parties.

14. ASSIGNMENT. This Option, together with all rights hereunder, is fully assignable by Optionee either prior or subsequent to any exercise of same, and any assignee of Optionee shall acquire all right, title and interest of Optionee hereunder.

Notwithstanding the foregoing, Optionee agrees not to assign this Option to any person or entity engaged in the business of tire sales or automotive servicing in competition with Pugh Service Centers of Greenville, North Carolina.

This Option shall be binding upon any heirs, successors, assigns or successors in title to Owner, or any of them. In the event of any such assignment, transfer or conveyance of the Property by any Owner, such Owner shall not be released, but shall continue to be obligated and liable with regard to all of the terms and provisions of this Option.

15. MEMORANDUM OF OPTION. Owner agrees to execute a memorandum or short form of this Option in proper form for recordation in the office of the Register of Deeds of Pitt County, North Carolina.

16. MEMORANDUM OF TERMINATION. In the event that this Option shall not be exercised by Optionee, shall terminate for any reason, or otherwise shall not result in the conveyance of the Property hereunder, Optionee, by acceptance hereof, agrees to make, execute and deliver to Owner immediately upon request therefor an instrument in proper form for recordation in the office of the Register of Deeds of Pitt County, North Carolina evidencing the expiration, termination, or invalidity on any other basis of this Option.

17. SURVIVAL OF AGREEMENT. The terms and provisions of this Option shall survive the closing and purchase of the Property hereunder.

18. SEVERABILITY. In the event that any term or condition of this Option or the application thereof to any circumstance or situation shall be invalid or unenforceable in

whole or in part, the remainder hereof and the application of said term or condition to any other circumstance or situation shall not be affected thereby, and each term and condition of this Option shall be valid and enforceable to the full extent permitted by law.

19. PARAGRAPH HEADINGS. The paragraph headings used in this Option are for convenience of reference only and shall not be considered terms of this Option.

20. GOVERNING LAW. This Option shall be performed in the State of North Carolina and Owner and Optionee agree, notwithstanding the principles of conflicts of law, that the internal laws of the State of North Carolina shall govern and control the validity, interpretation, performance and enforcement of this Option. Further, Owner and Optionee agree that any action relating to this Option shall be instituted and prosecuted in the courts of the County of Pitt, State of North Carolina, and Owner and Optionee each consent to the jurisdiction of said courts and waive any right or defense relating to such jurisdiction and venue.

21. ENTIRE AGREEMENT. This Option contains the entire agreement and understanding between Owner and Optionee with regard to the Property. There are no oral understandings, terms or conditions with regard to same; and neither Owner nor Optionee has relied upon any representation with regard to the Property, express or implied, not contained herein. All prior negotiations, understandings, terms and conditions with regard to the Property are merged in this Option.

22. MODIFICATION. This Option may not be changed or modified orally, but only by an agreement in writing signed by the party against whom enforcement or waiver, change, modification or discharge is sought.

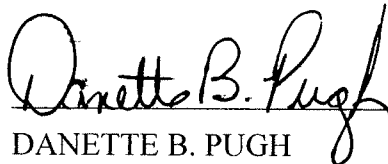
23. DUPLICATE ORIGINALS. This Option is executed in duplicate originals; and both Owner and Optionee acknowledge receipt of one such original, agree that the duplicate originals hereof are identical, and further agree that either original shall be admissible in any proceeding, legal or otherwise, without the production of the other such original.

24. DOCUMENTATION OF BARGAIN SALE. Optionee or its designee shall cooperate in executing any documents reasonably requested by Owner and required by the Internal Revenue Service for the Owner to receive appropriate tax deductions, if any, for the partial donation of the Property, with the proof of value for any such contribution or donation to

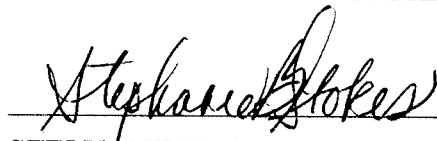
be documented and provided by the Owner to the Internal Revenue Service. Optionee has made no representations regarding value or the availability of any tax benefits, all of which are to be independently determined by Owner.

IN TESTIMONY WHEREOF, the individual parties hereto have hereunto set their hands and adopted as their seals the typewritten word "SEAL" appearing beside their names, and, the corporate party hereto has executed this instrument in such form as to be binding, as its duly authorized act, this the day and year first above written.


 (SEAL)  
SAMUEL STACEY PUGH

 (SEAL)  
DANETTE B. PUGH

 (SEAL)  
CHRISTOPHER SCOTT STOKES

 (SEAL)  
STEPHANIE B. STOKES

 (SEAL)  
FRANKLIN DAVIS PUGH

 (SEAL)  
JANNA POTTER PUGH

EASTERN NORTH CAROLINA REGIONAL  
SCIENCE CENTER, INC.

By: John T. Meredith  
Name: John T. Meredith  
Title: Chair Board of Directors

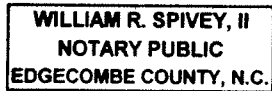


STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: Samuel Stacey Pugh.

Date 01/21/2010

(Official Seal)



William R. Spivey II  
Notary Public

My commission expires:

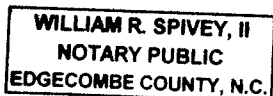
06/19/2012

STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: Danette B. Pugh

Date 01/21/2010

(Official Seal)



William R. Spivey II  
Notary Public

My commission expires:

06/19/2012

STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: Christopher Scott Stokes.

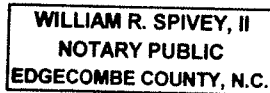
Date 01/21/2010

(Official Seal)

William R. Spivey, II  
Notary Public

My commission expires:

06/19/2012



STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: Stephanie B. Stokes.

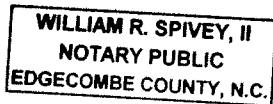
Date 01/21/2010

(Official Seal)

William R. Spivey, II  
Notary Public

My commission expires:

06/19/2012



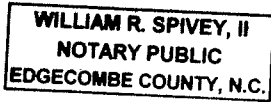
STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: Franklin Davis Pugh.

Date 01/21/2010

(Official Seal)

William R Spivey II  
Notary Public



My commission expires:

06/19/2012

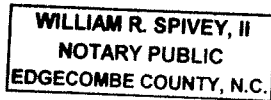
STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: Janna Potter Pugh.

Date 01/21/2010

(Official Seal)

William R Spivey II  
Notary Public



My commission expires:

06/19/2012

STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

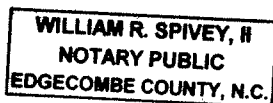
I, William R Spivey II, a Notary Public in and for said County and State, do hereby certify that John T. Meredith personally came before me this day and acknowledged that he is Chairman of the Board of Directors of EASTERN NORTH CAROLINA REGIONAL SCIENCE CENTER, INC., a corporation, and that he, as Chairman of the Board of Directors, being authorized to do so, executed the foregoing on behalf of the corporation.

Date 01/21/2010

William R Spivey II  
Signature of Notary Public

(Official Seal)

My commission expires: 06/19/2012



031382-00001-001  
ND: 4831-2874-5220, v. 1

## OPTION TO PURCHASE

### Exhibit A

Lying and being situated in the City of Greenville, Pitt County, North Carolina, and being a part of the old W. Z. Morton Warehouse Property, being bounded on the North by Dickinson Avenue and on the West by Ficklen Street, and BEGINNING at a point in the Southeast intersection of Dickinson Avenue and Ficklen Street, and running thence with the Southern property line of Dickinson Avenue North 59-31 East, 100 feet, to a corner; thence South 29-29 East 285.14 feet to a corner; thence South 60-40 West 100 feet to a point in the Eastern property line of Ficklen Street, a corner; thence with the Eastern property line of Ficklen Street North 29-29 West 282.7 feet to the point of BEGINNING, as shown on map made by Joe M. Dresback, R.S., dated August 9, 1967, and recorded in Map Book 16, at Page 37 of the Pitt County Registry, to which map reference is hereby made for a more accurate and perfect description.

STATE OF NORTH CAROLINA  
COUNTY OF PITT

MEMORANDUM OF  
OPTION TO PURCHASE

In consideration of Ten Thousand and No/100 Dollars (\$10,000.00) and other valuable consideration, the receipt of which is hereby acknowledged, SAMUEL STACEY PUGH and wife, DANETTE B. PUGH, CHRISTOPHER SCOTT STOKES and wife, STEPHANIE B. STOKES, and FRANKLIN DAVIS PUGH and wife, JANNA POTTER PUGH (hereinafter collectively referred to as "Owner"), hereby give and grant to EASTERN NORTH CAROLINA REGIONAL SCIENCE CENTER, INC., a North Carolina non-profit corporation (hereinafter referred to as "Optionee"), the right and option to purchase the following property:

All of that property described on Exhibit A which is attached hereto and incorporated herein by reference.

The period during which this option may be exercised shall commence on the date of this option and shall continue up to and including 11:59 p.m. on the 30th day of June, 2010, and closing of the purchase of the property hereunder shall take place within forty-five (45) days following exercise of this option.

The provisions set forth in a written Option to Purchase between Owner and Optionee dated the 21<sup>st</sup> day of January, 2010, are hereby incorporated in this Memorandum.

IN TESTIMONY WHEREOF, Owner and Optionee have caused this instrument to be executed under seal and in such form as to be binding, this the day and year first above written.

[Signature Pages Follow]

Samuel Stacey Pugh (SEAL)  
Samuel Stacey Pugh

Danette B. Pugh (SEAL)  
Danette B. Pugh

Christopher Scott Stokes (SEAL)  
Christopher Scott Stokes

Stephanie B. Stokes (SEAL)  
Stephanie B. Stokes

Franklin Davis Pugh (SEAL)  
Franklin Davis Pugh

Janna Potter Pugh (SEAL)  
Janna Potter Pugh

EASTERN NORTH CAROLINA REGIONAL  
SCIENCE CENTER, INC.

By: John T. Meredith III  
John T. Meredith III  
President Chair, Board of Directors

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_, Secretary

[CORPORATE SEAL]

STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: SAMUEL STACEY PUGH.

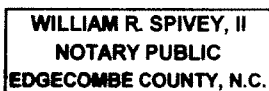
Date 01/21/2010

(Official Seal)

William R Spivey II  
Notary Public

My commission expires:

06/19/2012



STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: DANETTE B. PUGH

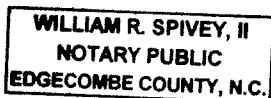
Date 01/21/2010

(Official Seal)

William R Spivey II  
Notary Public

My commission expires:

06/19/2012





STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: CHRISTOPHER SCOTT STOKES.

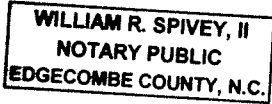
Date 01/21/2010

(Official Seal)

William R Spivey II  
Notary Public

My commission expires:

06/19/2012



STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: STEPHANIE B. STOKES.

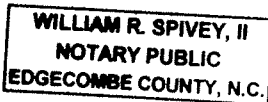
Date 01/21/2010

(Official Seal)

William R Spivey II  
Notary Public

My commission expires:

06/19/2012



STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: FRANKLIN DAVIS PUGH.

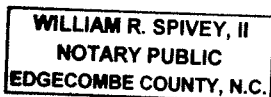
Date 01/21/2010

(Official Seal)

William R Spivey II  
Notary Public

My commission expires:

06/19/2012



STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: JANNA POTTER PUGH.

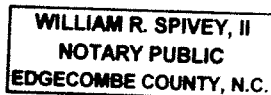
Date 01/21/2010

(Official Seal)

William R Spivey II  
Notary Public

My commission expires:

06/19/2012



STATE OF NORTH CAROLINA  
COUNTY OF Edgecombe

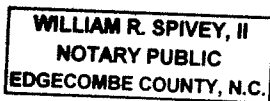
I, William R Spivey II, a Notary Public in and for said County and State, do hereby certify that John T. Meredith personally came before me this day and acknowledged that he is Chairman of the Board of Directors of EASTERN NORTH CAROLINA REGIONAL SCIENCE CENTER, INC., a corporation, and that he, as Chairman of the Board of Directors, being authorized to do so, executed the foregoing on behalf of the corporation.

Date 01/21/2010

William R Spivey II  
Signature of Notary Public

(Official Seal)

My commission expires: 06/19/2012



031382-00001-001  
ND: 4843-8747-5717, v. 2

## MEMORANDUM OF OPTION TO PURCHASE

### Exhibit A

Lying and being situated in the City of Greenville, Pitt County, North Carolina, and being a part of the old W. Z. Morton Warehouse Property, being bounded on the North by Dickinson Avenue and on the West by Ficklen Street, and BEGINNING at a point in the Southeast intersection of Dickinson Avenue and Ficklen Street, and running thence with the Southern property line of Dickinson Avenue North 59-31 East, 100 feet, to a corner; thence South 29-29 East 285.14 feet to a corner; thence South 60-40 West 100 feet to a point in the Eastern property line of Ficklen Street, a corner; thence with the Eastern property line of Ficklen Street North 29-29 West 282.7 feet to the point of BEGINNING, as shown on map made by Joe M. Dresback, R.S., dated August 9, 1967, and recorded in Map Book 16, at Page 37 of the Pitt County Registry, to which map reference is hereby made for a more accurate and perfect description.

**A COMMERCIAL APPRAISAL ● SUMMARY REPORT**

**OF**

Former Pugh's Tire Service Building

An Automotive Facility

729 Dickinson Avenue  
Greenville, NC



**AS OF**

10/10/2009

**PREPARED FOR**

North Carolina Regional Science Center

**PREPARED BY**

Rasberry Shackelford & Associates

111 W. Fire Tower Road, Ste. D

Winterville, NC 28590

Joseph C Rasberry III, MAI

Certified General Real Estate Appraiser

FILE #: JCR00100

10/10/2009

North Carolina Regional Science Center

Re: Former Pugh's Tire Service Building  
729 Dickinson Avenue  
Greenville, NC

Dear Mr. Roger Conner:

At your request, we have prepared an appraisal for the above referenced property. The purpose of this appraisal is to estimate the market value of the subject property's fee simple interest for potential purchase. This appraisal is intended for the use of the client only.

The accompanying summary report of a commercial appraisal has been completed in accordance with the Uniform Standards of Professional Appraisal Practice (USPAP) and applicable Federal regulations.

The attached report details the scope of the appraisal, level of reporting, definition of value, valuation methodology, and pertinent data researched and analyzed in the development of this appraisal.

We certify that we have no present or contemplated future interest in the property beyond this estimate of value. Your attention is directed to the Limiting Conditions and Assumptions, located on page 10. Acceptance of this report constitutes an agreement with these conditions and assumptions.

Page 2

In my opinion, the value of the subject property, as of 10/10/2009, was as follows:

<b>Value Conclusion</b> _____ <b>\$315,000</b>
--

Respectfully submitted,



A handwritten signature in black ink, appearing to be "JR", written in a cursive style.

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## Summary of Salient Facts

<b>Subject Property:</b>	729 Dickinson Avenue
<b>Property Overview:</b>	Site Size: .77 acres, Building Size: 8352 sf Property Type: Automotive Facility
<b>Interest Appraised:</b>	This appraisal considers the subject's fee simple interest.
<b>Highest and Best Use Land As Vacant:</b>	Commercial
<b>Highest and Best Use As Improved:</b>	Commercial
<b>Zoning:</b>	Commercial
<b>Assessment, Ratio and Equalized Assessment:</b>	The subject's tax identification is 20038. The total assessed value of the subject is \$123,509; the annual tax bill is \$1,800 - m est..
<b>Land Value:</b>	\$151,000
<b>Cost Approach:</b>	\$317,000
<b>Sales Comparison Approach:</b>	\$292,000
<b>Income Approach</b>	\$315,000
<b>Direct Capitalization:</b>	
<b>Reconciled Value:</b>	\$315,000

### ***Appraisal Specifics***

#### **Appraisal Purpose**

The purpose of this appraisal is to estimate the market value of the subject property.

#### **Intended Use**

The intended use of this appraisal is for potential purchase.

#### **Intended User(s)**

This appraisal is intended for the use of client only.

#### **Market Value Definition**

The definition of "Market Value", as defined by the Office of the Comptroller of Currency (OCC) under 12 CFR, Part 34, Subpart C-Appraisals, 34.42 Definitions, the

Board of Governors of the Federal Reserve System (FRS) and the Federal Deposit Insurance Corporation in compliance with Title XI of FIRREA, as well as by the Uniform Standards of Appraisal Practice as promulgated by the Appraisal Foundation, is as follows.

Market value means the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby,

1. Buyer and seller are typically motivated;
2. Both parties are will informed or well advised, and acting in what they consider their own best interest;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

### **Three-Year Sale History**

The subject has not sold in the last three years.

### **Current Listing/Pending Contracts**

No known listings or contracts.

## Appraisal Scope

According to the Uniform Standards of Professional Appraisal Practice, it is the appraisers responsibility to determine the appropriate scope of work. USPAP defines the scope of work as:

The amount and type of information researched and the analysis applied in an assignment. Scope of work includes, but is not limited to, the following:

- the degree to which the property is inspected or identified;
- the extent of research into physical or economic factors that could affect the property;
- the extent of data research; and
- the type and extent of analysis applied to arrive at opinions or conclusions.

### SCOPE OF WORK

<b>Appraisal &amp; Report Type:</b>	This is a commercial real estate appraisal, summary report.
<b>Property Identification and Inspection:</b>	The subject has been identified and inspected by the appraiser(s) as follows: A complete interior and exterior inspection of the subject was made, and photographs were taken. 0/10/2009 - Joe Rasberry – Inspection
<b>Analysis of Physical Factors:</b>	All pertinent physical factors were analyzed.
<b>Analysis of Economic Factors:</b>	All pertinent economic factors were analyzed.
<b>The Extent of Data Research:</b>	The appraiser(s) maintain a current and comprehensive database of automotive facilities sales and listings for the regional market area. In addition to market data developed in the course of previous appraisal work and retained in the appraiser(s) work files, other sources of information include: <ul style="list-style-type: none"> <li>• Pitt MLS</li> <li>• Pitt County Tax Office</li> <li>• Pitt County Register of Deeds</li> <li>• Appraisal files</li> </ul> <p>Where warranted, market data has been confirmed by a party to the transaction, or other reliable source.</p>

**The Type and Extent of Analysis:** Cost Approach: This approach is applicable, necessary and has been fully developed.

Sales Comparison Approach: This approach is applicable, necessary and has been fully developed.

Income Approach: This approach is applicable, necessary and has been fully developed.

---

## Limiting Conditions and Assumptions

Acceptance of and/or use of this report constitutes acceptance of the following limiting conditions and assumptions; these can only be modified by written documents executed by both parties.

This appraisal is to be used only for the purpose stated herein. While distribution of this appraisal in its entirety is at the discretion of the client, individual sections shall not be distributed; this report is intended to be used in whole and not in part.

No part of this appraisal, its value estimates or the identity of the firm or the appraiser(s) may be communicated to the public through advertising, public relations, media sales, or other media.

All files, work papers and documents developed in connection with this assignment are the property of Rasberry Shackelford & Associates. Information, estimates and opinions are verified where possible, but cannot be guaranteed. Plans provided are intended to assist the client in visualizing the property; no other use of these plans is intended or permitted.

No hidden or unapparent conditions of the property, subsoil or structure, which would make the property more or less valuable, were discovered by the appraiser(s) or made known to the appraiser(s). No responsibility is assumed for such conditions or engineering necessary to discover them. Unless otherwise stated, this appraisal assumes there is no existence of hazardous materials or conditions, in any form, on or near the subject property.

Unless stated herein, the property is assumed to be outside of areas where flood hazard insurance is mandatory. Maps used by public and private agencies to determine these areas are limited with respect to accuracy. Due diligence has been exercised in interpreting these maps, but no responsibility is assumed for misinterpretation.

Good title, free of liens, encumbrances and special assessments is assumed. No responsibility is assumed for matters of a legal nature.

Necessary licenses, permits, consents, legislative or administrative authority from any local, state or Federal government or private entity are assumed to be in place or reasonably obtainable.

It is assumed there are no zoning violations, encroachments, easements or other restrictions which would affect the subject property, unless otherwise stated.

The appraiser(s) are not required to give testimony in Court in connection with this appraisal. If the appraisers are subpoenaed pursuant to a court order, the client agrees to pay the appraiser(s) our regular per diem rate plus expenses.

Appraisals are based on the data available at the time the assignment is completed. Amendments/modifications to appraisals based on new information made available after the appraisal was completed will be made, as soon as reasonably possible, for an additional fee.

# Area Analysis

## Pitt County (NC) 4th Quarter 2007



County Profile Contact (919) 715-6374

Commerce Economic Development Contact (919) 733-4977

### Demographics

#### Population & Growth

	Population	Annual Growth Rate
2012 Total Population	165,179	1.8%
2007 Total Population	151,342	1.7%
2000 Total Population	133,798	
2006 Certified Population Estimate	146,398	
2006 Certified Population Growth	5,968	
2006 Certified Net Migration	6,711	

#### Urban/Rural Representation

	Population	Urban/Rural Percent
2000 Total Population: Urban - inside Urbanized Area	83,646	62.5%
2000 Total Population: Urban - inside Urbanized Clusters	3,847	2.9%
2000 Total Population: Rural - Farm	931	0.7%
2000 Total Population: Rural - Nonfarm	45,374	33.9%

#### Estimated Population by Age

	Population	Pop by Age, % Est.
2012 Median Age	33	
2007 Median Age	32	
2000 Median Age	30	
2007 Total Pop 0-19	40,600	26.8%
2007 Total Pop 20-29	30,516	20.2%
2007 Total Pop 30-39	20,984	13.9%
2007 Total Pop 40-49	20,625	13.6%
2007 Total Pop 50-59	17,965	11.9%
2007 Total Pop 60+	20,652	13.6%

### Working Commuters, 2000 Census

#### Workers, Travel Time

Avg Travel Time, Not at Home	21
Workers Not Working at Home	61,946
Travel Time to Work: < 5 minutes	2,200
Travel Time to Work: 5-9 minutes	8,199
Travel Time to Work: 10-14 minutes	13,069
Travel Time to Work: 15-19 minutes	13,195
Travel Time to Work: 20-24 minutes	9,445
Travel Time to Work: 25-29 minutes	3,088
Travel Time to Work: 30-34 minutes	5,936
Travel Time to Work: 35-39 minutes	812
Travel Time to Work: 40-44 minutes	860
Travel Time to Work: 45-59 minutes	2,091
Travel Time to Work: 60-89 minutes	1,764
Travel Time to Work: 90+ minutes	1,287

#### Workers, By Transportation

Worker Mode, Base	63,307
Work at Home	1,361
Drove Car/Truck/Van Alone	50,975
Carpooled Car/Truck/Van	8,111
Bus/Trolley Bus	314
Streetcar/Trolley Car	7
Subway/Elevated	0
Railroad	4
Ferryboat	16
Taxicab	173
Motorcycle	62
Bicycle	262
Walked	1,512
Other Means	510

<b>Travel to Work</b>	<b>Commuters</b>	<b>Percent by Residence</b>
Worked in State/County of Residence	54,411	85.9%
Worked in State/Outside County of Residence	8,493	13.4%
Worked Outside State of Residence	403	0.6%

<b>Education</b>		
		<b>Pop Age 25+, %</b>
2007 Average SAT score	1,460	
2007 Percent of Graduates taking SAT	58	
2005 Higher Education Completions	2,672	
2000 Education Attainment - At Least High School Graduate	63,185	79.9%
2000 Education Attainment - At Least Bachelor's Degree	20,866	26.4%

<b>Housing</b>		
		<b>Growth / Appreciation Est</b>
2012 Total Housing	78,208	11.8%
2007 Total Housing	69,960	
2012 Median Value of Owner Occupied Housing	125,537	15.4%
2007 Median Value of Owner Occupied Housing	108,802	
2007 Owner Occupied Housing	36,397	
2007 Renter Occupied Housing	25,007	
2000 Total Households	52,539	
2000 Median Year Housing Structure Built	1,982	

<b>Income</b>		
		<b>Growth Estimated</b>
2012 Median Family Income	\$64,251	16.4%
2007 Median Family Income	\$55,216	25.5%
2000 Median Family Income	\$43,992	
2012 Median Household Income	\$48,473	15.8%
2007 Median Household Income	\$41,872	25.9%
2000 Median Household Income	\$33,263	
2007 Median Disposable Income	\$33,854	
2007-2012 Per Capita Income: Annual Compound Growth Rate %		3.5
2012 Per Capita Income	\$27,697	18.9%
2007 Per Capita Income	\$23,285	27.6%
2000 Per Capita Income	\$18,243	
2000 Total Pop with Income Below Poverty Level	26,001	
2000 Percent of Pop with Income Below Poverty Level	20.3%	

<b>Employment / Unemployment</b>		
	<b>Year to Date</b>	<b>2006 Annual</b>
Employment	75,327	72,628
Unemployment	3,759	4,043
Unemployment Rate	4.8%	5.3%
Announced Job Creation	165	195
Total Announced Investments	7,500,000	29,320,000
Lost Jobs, Closings & Layoffs	24	647
Affected Establishments, Closings & Layoffs	7	15



<b>Employment / Wages by Industry</b>	<b>2007 1st Qtr Employment</b>	<b>2006 Annual Employment</b>	<b>2007 1st Qtr Avg Weekly Wage</b>	<b>2006 Avg Weekly Wage</b>
Total All Industries	53,839	121,409	\$571	\$631
Total Government	3,703	23,296	\$785	\$829
Total Private Industry	50,136	98,113	\$555	\$550
Agriculture Forestry Fishing & Hunting	0	0	.	.
Mining	0	0	.	.
Utilities	499	490	\$843	\$891
Construction	3,846	3,908	\$600	\$614
Manufacturing	7,572	6,964	\$859	\$801
Wholesale Trade	1,718	1,679	\$725	\$698
Retail Trade	8,488	8,416	\$427	\$430
Transportation and Warehousing	983	885	\$663	\$649
Information	1,094	1,113	\$845	\$772
Finance and Insurance	1,676	1,685	\$993	\$891
Real Estate and Rental and Leasing	639	668	\$450	\$484
Professional and Technical Services	1,606	1,649	\$712	\$831
Management of Companies and Enterprises	778	752	\$1,360	\$1,137
Administrative and Waste Services	4,437	4,153	\$313	\$318
Educational Services	537	464	\$249	\$287
Health Care and Social Assistance	8,047	7,457	\$617	\$693
Arts, Entertainment and Recreation	588	636	\$299	\$278
Accommodation and Food Services	7,148	6,996	\$210	\$200
Other Services Ex. Public Admin	1,184	1,200	\$376	\$364
Public Administration	2,998	3,009	\$767	\$753
Unclassified	.	189	.	\$350

### Quality of Life

#### Taxes

2007 Property Tax Rate per \$100 Value	\$0.70
FY 06-07 Annual Taxable Retail Sales (\$mil)	\$1,478.6
2008 Tier designation	2

#### Childcare

Sept 2007 Licensed Child Care Facilities	191
Sept 2007 Licensed Child Care Slots	8,489

#### Weather

Annual Rainfall	52
Annual Snowfall	5
Average Annual Temperature	58
Average Annual High Temperature	73
Average Annual Low Temperature	47

#### Healthcare Providers

2006 Number of Physicians	655
2006 Physicians per 10,000 population	45
2006 RNs per 10,000 population	193
2006 Dentists per 10,000 population	4

#### Commercial/Retail/Industrial

2008 Available Industrial Buildings	22
2006 Establishments: Total Private Industry	6,966
2006 Establishments: Manufacturing	93

#### Local Retail Business - Supply

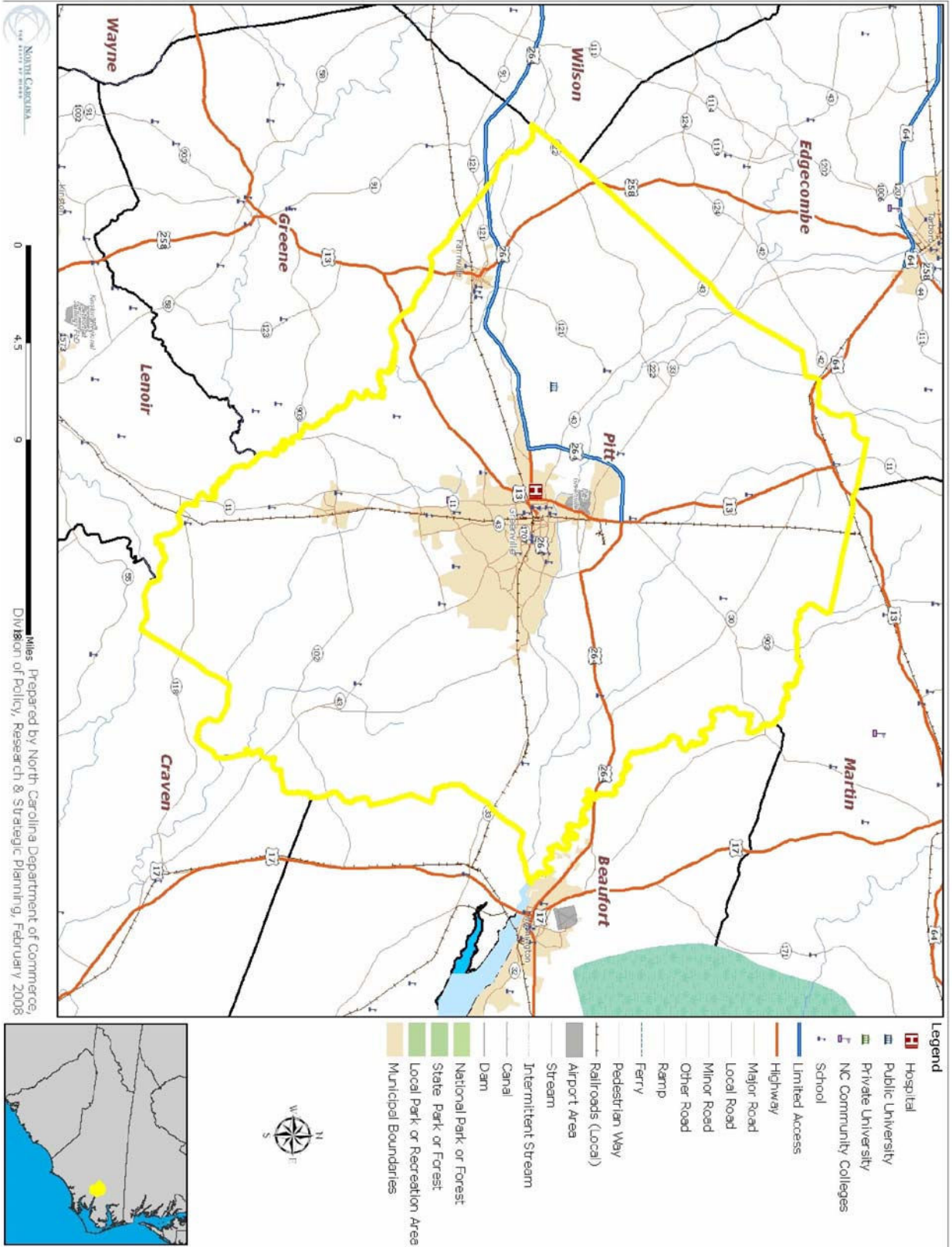
2007 Total Retail Sales (With Food/Drink) (\$mil)	\$1,839.4
2007 Total Retail Businesses (With Food/Drink)	1,250
2007 Avg Household Retail Demand (Food/Drink) (\$)	\$23,012

#### Sources:

ESRI for demographics, working population, educational attainment, housing, income, crime, weather, and retail data. <http://www.esri.com>  
 NC Dept. of Education and various state education departments for SAT data by county system. <http://www.ncpublicschools.org>  
 US Dept. of Education, National Center for Education Statistics for higher education data. <http://nces.ed.gov/ipeds/>  
 NC Commerce for announced new jobs and investment, NC tiers, and number of industrial buildings. <http://www.nccommerce.com/en>  
 NC Employment Security Commission for lost jobs and affected establishments data. <http://www.ncese.com>  
 NC Dept. of Health & Human Services for childcare data. <http://www.ncdhs.gov/>  
 UNC Sheps Center for healthcare provider statistics. <http://www.shepscenter.unc.edu/>  
 US Bureau of Labor Statistics for employment and unemployment, wages and establishments by industry. <http://www.bls.gov>

#### Notes:

Data are the latest available at the date the profile was prepared. SAT scores use the new scoring system including a writing test for a perfect score of 2400 and represent county systems. ESRI 2007/2012 data are projections. Some data may be available only for North Carolina. For further details or questions, please check the EDIS Bibliography site.



## Property Description

### SITE

**Information Sources:** Tax records, appraisal files, realtors

**Total Site Size:** .77 acres

**Usable Site Size:** .77 acres

**Site Shape:** Basically rectangular

**Road Frontage/Access:** 100 feet Dickinson Ave. / 282.7 feet Ficklen St

**Site Topography:** Basically level

**Utilities:** City water and sewer

**Site Improvements:** Asphalt drive and parking

**Flood Zone:** Please refer to a professional survey to provide accurate and detailed information on this data. This beyond the appraiser's expertise and is not warranted as to prevent erroneous data being provided to the client.

**Easements/  
Encroachments:** None noted with the exception of an easement recorded in Deed Book N. 37 at Page 521

**Zoning:** Commercial

**Site Comments:** The subject site is competitive and appropriate for this market area.

### IMPROVEMENTS

**Property Type:** Automotive

**Construction:** Class C

**Year Built:** 1969

**Condition:** Good

**Size:** Gross Building Area: 8352 sf  
Net Leasable Area: 8352 sf

### FOUNDATION, FRAME & EXTERIOR

**Foundation/Basement:** Slab on grade

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**Exterior:** Brick and Block

**Roof:** Metal

**Service Access/** 8 roll up service doors

**Loading Docks:**

**Other:** Large – 2,564 sf office / retail area

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#### INTERIOR

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**Interior Finish:** Typical

**Ceilings & Ceiling Height:** 10 fee tin office / retail area – estimated to be 15 feet in service area and 25 feet in warehouse area.

**Partitions/Interior Framing:** Wooden partitioning walls between warehouse and retail and block between service and retail area

**Floor Cover:** Concrete and linoleum

**Restrooms:** One private restroom

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#### MECHANICAL SYSTEMS

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**Heating/HVAC:** Central heat and ac in retail / office area / suspended gad heaters in warehouse and service areas.

**Electrical:** Adequate

**Plumbing:** Adequate

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#### SITE IMPROVEMENTS

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**Parking:** Asphalt paved parking and drives

**Lighting:** Exterior security lighting - recessed interior fluorescent and strip fluorescent in warehouse and service areas

**Drainage:** Appears to be adequate

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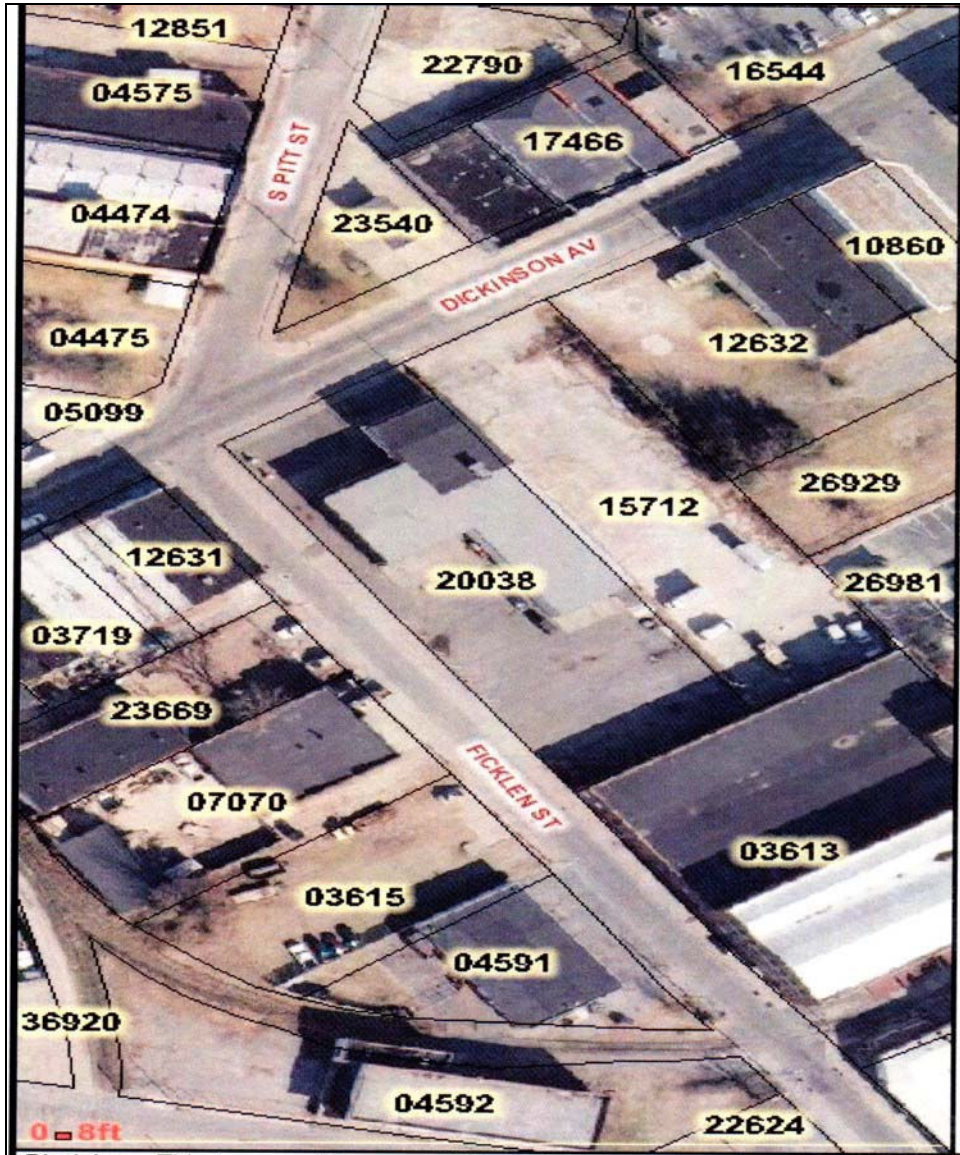
#### PROPERTY ANALYSIS

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**Functional Utility:** The property is a functional and competitive design for this type property.

**Highest and Best Use:** Commercial

### Site Plan



# Improvements Plan

IDENTIFICATION INFORMATION										OWNER OF RECORD AND PROPERTY DESCRIPTION										BUILDING INFORMATION									
ID	0020038	TWSP	40	CORP	C	VCS	0004150	NAME	PUGH, SAMUEL STACEY and STOKES, CHRISTOPHER SCOTT and PUGH, ...	LOC	729 DICKINSON AV	DES	STORE DICKINSON AVE. BM16-37	DATE	12/01/1999	STAMP		USE	AUTOSALES/REP	CD	001	YR	1969						
M		FIRE DIST	55	SUBMARKET	3	REVAL YR	2008	LOC	4688 20 4316	PG	00841	CG	00987	DATE	12/01/1999	STAMP		GR	C*	CD	001	YR	1969						
SP DIST	1 85		2		3			FIN	4688 20 4316	CG	00841	CG	00987	DATE	12/01/1999	STAMP		PER	216 BR	CD	001	YR	1969						
LAND CLASS	COM	A	0.77	ACREAGE	0.77	BLOG PROPERTY NAME												FOODED TOT.	9.29	CD	001	YR	1969						
BILLING CLASS	BUSINESS PROP	STATUS	ACTIVE															NOTES/ABSTRACTS											

ADDITION INFORMATION AND SKECH/VECTORS									
ST	1	2	3	4	5	6	7	8	9
HT	1	2	3	4	5	6	7	8	9
HT	1	2	3	4	5	6	7	8	9

MAIN BUILDING INFORMATION AND SKECH/VECTORS									
ST	1	2	3	4	5	6	7	8	9
HT	1	2	3	4	5	6	7	8	9
HT	1	2	3	4	5	6	7	8	9

OUTBUILDINGS									
AREA	1	2	3	4	5	6	7	8	9
QUAN	13000	10000							
PRICE	1.28	1969	10						
DEPR									
ACOR	10	100							
TOTAL ASSD.	1,240								1,240

MARKET INFORMATION AND SKECH/VECTORS									
MARKET ASSESSED VALUE	46,585								
BUILDING	75,384								
OUTLDOG	1,540								
TOTAL	123,509								

**Subject Photographs**







## **Assessment & Taxes**

<b>Tax Parcel ID#</b>	<b>20038</b>
<b>Tax Year:</b>	2009
<b>Assessed Value Land</b>	\$46,585
<b>Assessed Value Improvements:</b>	\$76,924
<b>Total Assessed Value:</b>	\$123,509
<b>Tax Rate:</b>	\$1.44
<b>Real Estate Taxes:</b>	\$1,800 - m est.

## Zoning Analysis

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<b>District:</b>	Commercial
<b>Conforming:</b>	The subject property is a conforming use.
<b>Applicable Permitted Uses:</b>	<ul style="list-style-type: none"><li>▶ Placeholder ◀</li><li>▶ Placeholder ◀</li><li>▶ Placeholder ◀</li></ul>
<b>Minimum Standards:</b>	
Maximum Floor Area	▶▶Dbl-Click To Delete Row
Ratio:	
Size:	▶ # ◀
Road Frontage:	▶ # ◀ feet
Front Setback:	▶ # ◀ feet.
Side Setback:	▶ # ◀ feet
Rear Setback:	▶ # ◀ feet
Building Height:	▶ # ◀ feet
Parking:	▶▶Dbl-Click To Delete Row

## Highest and Best Use

Highest and best use may be defined as

the reasonably probable and legal use of vacant land or improved property, which is physically possible, appropriately supported, financially feasible, and that results in the highest value.<sup>1</sup>

- **Permissible Use.** What uses are permitted by zoning and other legal restrictions?
- **Possible Use.** To what use is the site physically adaptable?
- **Feasible Use.** Which possible and permissible use will produce any net return to the owner of the site?
- **Maximally Productive.** Among the feasible uses which use will produce the highest net return, (i.e., the highest present worth)?

### Highest and Best Use As Vacant

The subject site is located in a downtown commercial district surrounded by commercial uses. It is zoned for commercial uses and would thus be a conforming use and permissible use. The site is physically sized and shaped for a commercial use and meets the criteria. A commercial use would be economically feasible and would provide the maximum return to the owner / investor. Thus the use of the site “as vacant” is commercial.

### Highest and Best Use As Improved

The current use carries all the above criteria and demolition of the current structure would create a subsequent land value in excess of the current market rates and would not be a feasible use. The current use is the highest and best use of the site.

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<sup>1</sup> *The Appraisal of Real Estate* 11<sup>th</sup> Edition, Page 297, Appraisal Institute

## Valuation Methodology

Three basic approaches may be used to arrive at an estimate of market value. They are:

- The Cost Approach
- The Income Approach
- The Sales Comparison Approach

The **Cost Approach** is summarized as follows:

$$\begin{array}{r} \text{Cost New} \\ - \text{ Depreciation} \\ + \text{ Land Value} \\ \hline = \text{ Value} \end{array}$$

The **Income Approach** converts the anticipated flow of future benefits (income) to a present value estimate through a capitalization and or a discounted process.

The **Sales Comparison Approach** compares sales of similar properties with the subject property. Each comparable sale is adjusted for its inferior or superior characteristics. The values derived from the adjusted comparable sales form a range of value for the subject. By process of correlation and analysis, a final indicated value is derived.

The appraisal process concludes with the **Final Reconciliation** of the values derived from the approaches applied for a single estimate of market value. Different properties require different means of analysis and lend themselves to one approach over the others. This appraisal includes the following:

- Cost Approach: This approach is applicable, necessary and has been fully developed.
- Sales Comparison Approach: This approach is applicable, necessary and has been fully developed.
- Income Approach: This approach is applicable, necessary and has been fully developed.

## Cost Approach

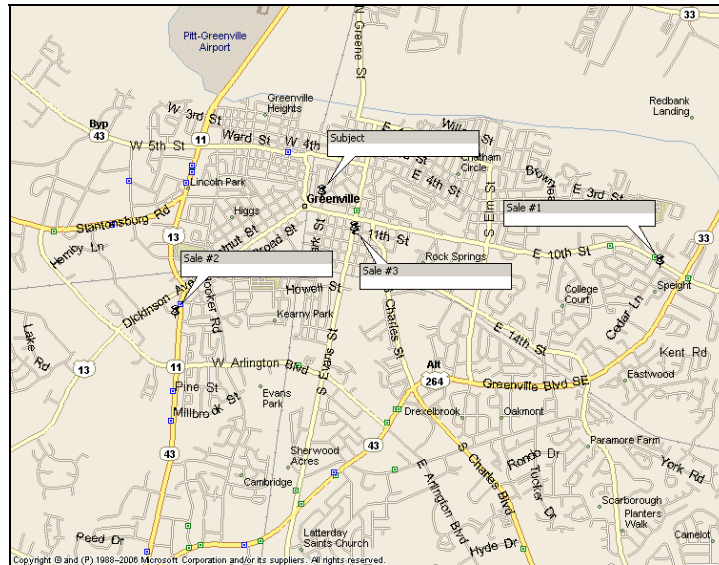
The Cost Approach is based on the principle of substitution - that a prudent and rational person would pay no more for a property than the cost to construct a similar and competitive property, assuming no undue delay in the process. The applied process is as follows:

- Estimate the land value
- Estimate the replacement cost of the building and site improvements
- Estimate the physical, functional and/or external depreciation accrued to the improvements
- Sum the depreciated value of the improvements with the value of the land for an indication of value

## Land Value

The subject's land value has been developed via the sales comparison approach. We have researched and analyzed three comparables for this analysis.

### Comparables Map



### SUMMARY SALES CHART

Sale#	Date of Sale	Location	Size	Price	Price / Unit
1	10/2008	10 <sup>th</sup> Street	.908 ac.	\$359,000	\$9.08 / sf
2	11/2008	Memorial Dr	2.99 ac.	\$550,000	\$4.21 / SF.
3	09/2007	Evans St.	.16 ac.	\$40,000	\$5.74 / sf.

## Analysis Grid

The above sales have been analyzed and compared with the subject property. We have considered adjustments in the areas of:

- Property Rights Sold
- Financing
- Conditions of Sale
- Economic Trends (time)
- Location
- Physical Characteristics

On the following page is a sales comparison grid displaying the subject property, the comparables and the adjustments applied.

	Subject	1	2	3
Address	729 Dickinson	E. 10th Street	S. Memorial Dr	Evans St
Township	Greenville	Greenville	Greenville	Greenville
Sales Price	NA	\$359,000	\$550,000	\$40,000
Date of Sale	NA	Oct-08	Nov-08	Sep-07
Acres	33,541.00	39,639.00	130,563.00	6,970.00
Prices per sf		\$9.06	\$4.21	\$5.74
<b>Adjustments</b>				
<b>Buyer Expenditures</b>				
Demolition	Vacant	Vacant	Vacant	Vacant
		\$0	\$0	\$0
Legal/Zoning	None	None	None	None
		\$0	\$0	\$0
Property Rights	Fee Simple	Fee Simple	Fee Simple	Fee Simple
		\$0	\$0	\$0
Financing	Market	Market	Market	Market
		\$0	\$0	\$0
Conditions of Sale	Arm's-length	Arm's-length	Assemblage	Arm's-length
		\$0	\$0	\$0
Adjusted Prices		\$359,000	\$550,000	\$40,000
Market Conditions	Current	12 months	8 months	24 Months
		\$0	\$0	\$0
Adjusted Prices		\$359,000	\$550,000	\$40,000
Adjusted Sale Price per Unit		\$9.06	\$4.21	\$5.74
Location	Greenville	Greenville	Greenville	Greenville
		-\$2.26	-\$0.63	\$0.00
Size	33,5451 sf	39,639 sf	130563 sf	6970 sf
		Similar	\$1.36	-\$1.43
Utilities	Available	Available	Available	Available
		Similar	Similar	Similar
Cleared Percentage	100%	100%	100%	100%
		Similar	Similar	Similar
Overall Comparison		Similar	Similar	Similar
Final Adjusted Prices		\$6.79	\$4.94	\$4.30
Low Value	\$4.30			
High Value	\$6.79			
Average	\$5.35			
Indicated Value/ Unit	\$4.50			
Number of Units	33,541			
Total Estimated Value	\$150,934.50			
Rounded	\$151,000.00			

### ***Adjustment Notes***

The comparables have received adjustments for various characteristics that influence value. Downward, or negative adjustments have been made when a comparable possesses a superior characteristic, while upward, or positive adjustments have been for inferior characteristics. The intent of this process is to bring the comparables to approximate parity with the subject. Sale #1 and #2 were let to be slightly superior in location and downward adjustments were applied. Sales #2 was a larger property and upward adjustments were applied. Sale #3 was a smaller property and a downward adjustment was applied. Typically smaller properties sell for a higher price per unit.

### ***Land Value Conclusion***

Based on the above analysis, we have reconciled to a site value of \$151,000, as of 10/10/2009, and subject to the Limiting Conditions and Assumptions of this appraisal.



## ***Cost Analysis***

The next step in the Cost Approach is to estimate the replacement cost of the buildings and site improvements. The replacement cost of the subject site and building improvements are based on Marshall and Swift Valuation Service, a nationally recognized cost service. Construction costs are compiled on a national basis and adjusted for time and location through use of multipliers. Where appropriate, we have used local cost data to supplement the Marshall and Swift data.

Where appropriate, we have included the following additional costs:

- Engineering
- Architectural
- Permits and Legal
- Marketing & Leasing Commissions
- Contingency
- Developer's Profit

## ***Depreciation Analysis***

Depreciation may be defined as any loss of value from any cause. There are three general areas of depreciation: physical deterioration, functional obsolescence and external obsolescence. Depreciation may be curable or incurable, the test being that money spent to cure the depreciation be gained in value. If the depreciation costs more to fix than will be gained in value, then the depreciation is considered incurable.

## ***Depreciation Accrued To The Subject***

The modified age life method was applied to the subject. Based upon depreciation tables in Marshall Valuation Cost Service, a 65% depreciation factor was applied to the subject.

## ***Cost Approach Conclusion***

Based on the analysis detailed on the following page, we have reconciled to a cost approach value of \$317,000, as of 10/10/2009, subject to the Limiting Conditions and Assumptions of this appraisal.

COMMERCIAL COST APPROACH										
Component	No. #	Units	Base Cost	Area	Local	Multipliers			Unit Cost	Cost
						Current Cost	Story Height	Other		
Office /Whs.	1	8,352							\$45.00	\$ 375,840.00
	2								\$0.00	\$ -
	3								\$0.00	\$ -
	4									\$ -
	5									\$ -
	*									\$ -
Replacement Cost New of Improvements										\$ 375,840.00
Plus: Entrepreneurial Profit and Soft Costs									15.0%	\$ 56,376
Total Cost New										\$ 432,216.00
Less: Depreciation/Obsolescence #1									65.0%	280,940.40
Less: Depreciation/Obsolescence #2									0.0%	-
Less: Depreciation/Obsolescence #3									0.0%	-
Less: Depreciation/Obsolescence #4										-
Necessary Repairs										-
Total Accrued Depreciation (Deterioration &Obsolescence)										\$ 280,940
Depreciated Value of Building(s)										\$ 151,276
Plus: Contributing Value of Site Improvements										\$ 15,000
Depreciated Value of Improvements										\$ 166,276
Estimated Site Value										\$ 151,000
Plus: Estimated Excess Land Value										\$ -
Value Indication - Cost Approach										\$ 317,276
Rounded										\$ 317,000

## Sales Comparison Approach

The following steps describe the applied process of the Sales Comparison Approach.

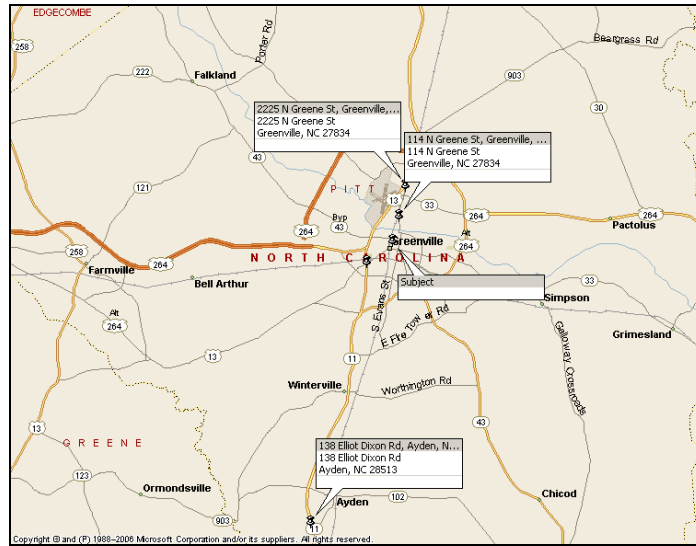
1. The market in which the subject property competes is investigated; comparable sales, contracts for sale and current offerings are reviewed.
2. The most pertinent data is further analyzed and the quality of the transaction is determined.
3. The most meaningful unit of value for the subject property is determined.
4. Each comparable sale is analyzed and where appropriate, adjusted to equate with the subject property.
5. The value indication of each comparable sale is analyzed and the data reconciled for a final indication of value via the Sales Comparison Approach.

We have researched and analyzed three comparables for this analysis, detailed on the following analysis grid.

### SUMMARY SALES CHART

Sale#	Date of Sale	Location	Size	Price	Price / Unit
1	03/2009	Greene St.	15,860 sf	\$385,000	\$24.27 / sf
2	04/2008	Green St	4,303 sf	\$180,000	\$44.67 / sf.
3	03/2007	Elliot Dixon.	11,975 sf	\$400,000	\$33.40 / sf.

## Comparables Map



### Analysis Grid

The above sales have been analyzed and compared with the subject property. We have considered adjustments in the areas of:

- Property Rights Sold
- Financing
- Conditions of Sale
- Economic Trends (time)
- Location
- Physical Characteristics

On the following page is a sales comparison grid displaying the subject property, the comparables and the adjustments applied.

	Subject	1	2	3
Address	729 Dickinson Ave.	114 N. Greene St	2225 N. Greene St	138 Elliot Dixon
City	Greenville	Greenville	Greenville	Greenville
Sales Price	NA	\$385,000	\$180,000	\$400,000
Date of Sale	NA	Feb-09	Apr-08	Mar-07
Square footage of Imps.	8352 sf	15,860	4,030	11,975
Price per sf		\$24.27	\$44.67	\$33.40
<b>Adjustments</b>				
Excess Land		None \$0	None \$0	None \$0
Deferred Maintenance		None \$0	None \$0	None \$0
Property Rights	Fee Simple	Fee Simple \$0	Fee Simple \$0	Fee Simple \$0
Financing	Market	Market \$0	Market \$0	Cash \$0
Conditions of Sale	Arm's Length	Arm's Length \$0	Arm's Length \$0	Arm's Length \$0
Adjusted Prices		\$385,000	\$180,000	\$400,000
Market Conditions	Current	Current \$0	1 year ago \$0	2 years ago \$0
Adjusted Prices		\$385,000	\$180,000	\$400,000
Adjusted Sales Price / Unit		\$24.27	\$44.67	\$33.40
Size	8352 sf	11,860 \$2.43	4,030 \$0.00	11,975 \$6.68
Location	Greenville	Greenville \$6.07	Greenville \$11.17	Greenville Similar
Quality of Construction	Average	Similar \$0.00	Similar \$0.00	Similar \$0.00
Age/Condition	40 / Avg	38 / Avg \$0.00	39 / Avg \$0.00	15 / Avg. -\$4.01
Land/Sf. Ratio	4.01	2.55 Similar	14.16 Superior	5.23 Similar
Overall Comparison		Similar	Slightly Superior	Inferior
Final Adjusted Prices		\$32.77	\$44.67	\$36.08
Low Value	\$32.77			
High Value	\$44.67			
Average	\$37.84			
Indicated Value/ Bed	\$35.00			
Square Feet	8,352			
Total Est. Value	\$292,320			
Final Value	\$292,000			

### ***Adjustment Notes***

The comparables have received adjustments for various characteristics that influence value. Downward, or negative adjustments have been made when a comparable possesses a superior characteristic, while upward, or positive adjustments have been for inferior characteristics. The intent of this process is to bring the comparables to approximate parity with the subject. Sale #1 and #2 were let to be slightly inferior in location and upward adjustments were applied. Sale #3 was a much newer facility and a downward adjustment was applied. Sales #1 and #3 were larger properties and upward adjustments were applied. Typically smaller properties sell for a higher price per unit.

### ***Sales Comparison Approach Conclusion***

Based on the above analysis, we have reconciled to a value of \$292,000, as of 10/10/2009, and subject to the Limiting Conditions and Assumptions of this appraisal.

## Income Approach

The Income Approach to value is based on the present worth of the future rights to income. This type of analysis considers the property from an investor's point of view, the basic premise being that the amount and quality of the income stream are the basis for value of the property.

### *Direct Capitalization Analysis*

The steps involved in capitalizing the subject's net operating income are as follows:

1. Develop the subject's Potential Gross Income (PGI) through analysis of the subject's actual historic income and an analysis of competitive current market income rates.
2. Estimate and deduct vacancy and collection losses to develop the Effective Gross Income (EGI).
3. Develop and subtract operating expenses to derive the Net Operating Income (NOI).
4. Develop the appropriate capitalization rate ( $R_o$ ).
5. Divide the net operating income by the capitalization rate for an estimate of value through the income approach.

### *Potential Gross Income (PGI)*

#### Market Rent

In order to determine if the subject's rent is at, above or below market levels, we have researched the following rental data. Due to the fact that lease information is private information, and most of the investors willing to share this information with our firm wish for their information to remain confidential, the exact locations and photographs of the rental comps are not included in this report.

Comparable	Rent	Notes/Description
<b>Comparable Rent 1:</b>	\$4.29 / sf.	<ul style="list-style-type: none"> <li>• 217 Elliot Dixon Road, Greenville, NC</li> <li>• 21,000 sf.</li> <li>• Street – NNN – 15% Office – Built in 1990</li> </ul>
<b>Comparable Rent 2:</b>	\$7.00 / sf.	<ul style="list-style-type: none"> <li>• 306 Forlines Rd., Winterville, NC</li> <li>• 11,900 sf.</li> <li>• Street – NNN – Proposed</li> </ul>
<b>Comparable Rent 3:</b>	\$5.95 / sf.	<ul style="list-style-type: none"> <li>• 2561 Mills St., Winterville</li> <li>• 28,758 sf</li> <li>• Street – NNN – Actual</li> </ul>

### **Analysis of Comparable Rents**

Based upon the above rental rates, an anticipated rental rate for the subject would be \$5.00 / sf. or \$41,760 / year, \$3,480 / month.

### ***Effective Gross Income (EGI)***

The Effective Gross Income (EGI) is the PGI less any vacancy and collection loss. A survey of property management firms, commercial brokers, and local property owners reveals a vacancy collection loss of 15%. Taking this vacancy and collection loss from the PGI leaves an EGI of \$35,496 for year one.

### ***Net Operating Income***

The net operating income, which is capitalized to estimate a value using the Income Approach, is the effective gross income less any expenses related to the operating of real property.

### **Expenses Analysis and Projection**

The subject property has fixed expenses of 7.8% and variable expenses of 15%. These expenses appear to be typical of the type of property, however, market data was used for the following income statements.

Below are the income statements for the typical five - year holding period plus the first year after a theoretical sale (sixth year). The sixth year income is needed to calculate the reversion, or sale, of the subject property needed in the discounted cash flow analysis shown later in the report. The income is escalated at 3% per year and the expenses are escalated at 4% per year. The income increases are derived from market data and are typically what investors expect to receive in today's market. Typically, leases have a CPI escalation clause that increases annual rent according to the Consumer Price Index. Expense increases are also derived from market data. As improvements age, the maintenance and repair costs rise.



**Years 1-6 Income Statements**

<b>Annual Income Statement over the Holding Period - Years 1-3</b>						
	<b>Year One</b>		<b>Year Two</b>		<b>Year Three</b>	
Potential Gross Income	\$41,760		\$43,013		\$44,303	
Vacancy And Collection	\$6,264	15%	\$6,452	15%	\$6,645	15%
Effective Gross Income	\$35,496		\$36,561		\$37,658	
<b>Fixed Expenses</b>	<b>Amount</b>	<b>% of EGI</b>	<b>Amount</b>	<b>% of EGI</b>	<b>Amount</b>	<b>% of EGI</b>
Property Taxes	\$1,778.53	5.01%	\$1,849.67	5.06%	\$1,923.66	5.11%
Insurance	\$1,000.00	2.82%	\$1,040.00	2.84%	\$1,081.60	2.87%
Total Fixed Expenses	\$2,778.53	7.83%	\$2,889.67	7.90%	\$3,005.26	7.98%
<b>Variable Expenses</b>						
Management	\$1,774.80	5.00%	\$1,845.79	5.05%	\$1,919.62	5.10%
Miscellaneous	\$1,774.80	5.00%	\$1,845.79	5.05%	\$1,919.62	5.10%
Maintenance	\$1,774.80	5.00%	\$1,845.79	5.05%	\$1,919.62	5.10%
Extra Expense Slot	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Extra Expense Slot	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Extra Expense Slot	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Total Variable Expenses	\$5,324.40	15.00%	\$5,537.38	15.15%	\$5,758.87	15.29%
Reserves	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Total Operating Expenses	\$8,102.93	22.83%	\$8,427.05	23.05%	\$8,764.13	23.27%
Net Operating Income	\$27,393.07	77.17%	\$28,133.83	76.95%	\$28,893.58	76.73%

<b>Annual Income Statement over the Holding Period - Years 4-6</b>						
	<b>Year Four</b>		<b>Year Five</b>		<b>Year Six</b>	
Potential Gross Income	\$45,632		\$47,001		\$48,411	
Vacancy And Collection	\$6,845	15%	\$7,050	15%	\$7,262	15%
Effective Gross Income	\$38,787		\$39,951		\$41,150	
<b>Fixed Expenses</b>	<b>Amount</b>	<b>% of EGI</b>	<b>Amount</b>	<b>% of EGI</b>	<b>Amount</b>	<b>% of EGI</b>
Property Taxes	\$2,000.60	5.16%	\$2,080.63	5.21%	\$2,163.85	5.26%
Insurance	\$1,124.86	2.90%	\$1,169.86	2.93%	\$1,216.65	2.96%
Total Fixed Expenses	\$3,125.47	8.06%	\$3,250.49	8.14%	\$3,380.51	8.22%
<b>Variable Expenses</b>						
Management	\$1,996.41	5.15%	\$2,076.26	5.20%	\$2,159.32	5.25%
Miscellaneous	\$1,996.41	5.15%	\$2,076.26	5.20%	\$2,159.32	5.25%
Maintenance	\$1,996.41	5.15%	\$2,076.26	5.20%	\$2,159.32	5.25%
Extra Expense Slot	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Extra Expense Slot	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Extra Expense Slot	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Total Variable Expenses	\$5,989.23	15.44%	\$6,228.79	15.59%	\$6,477.95	15.74%
Reserves	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Total Operating Expenses	\$9,114.69	23.50%	\$9,479.28	23.73%	\$9,858.45	23.96%
Net Operating Income	\$29,672.74	76.50%	\$30,471.78	76.27%	\$31,291.14	76.04%

### ***Capitalization Rate***

The capitalization rate is the factor that converts the stabilized net operating income (NOI) to a present value. It is the ratio of net income to value or sale price.

$$\text{NOI} \div \text{Sale Price} = \text{Capitalization Rate}$$

For example, if a property sells for \$500,000, and has a stabilized NOI of \$50,000, the indicated capitalization rate is 10%.

Overall Cap rates can be estimated with various techniques; the techniques used depend on the quantity and quality of data available as well as the type of property being appraised.

### **Derivation from Comparable Sales**

Deriving capitalization rates from comparable sales is the preferred technique when sufficient data of similar, competitive properties are available. There are several limitations to this technique. One limitation is lack of recent sales of similar, competitive properties in a particular market, especially in a non-metropolitan area. Another limitation is lease information may not be available for a particular property that has recently sold, either due to the property being owner-occupied or because the parties involved consider the information to be confidential and are unwilling to share the lease information with outside parties. Further, cap rates derived from sales occurring several months prior are limited in relevance to an analysis of a similar property today as capitalization rates change over time based on both local and national influences in the marketplace.

In this analysis we were unable to locate lease information with a few sales of similar properties. Therefore this method is not available in this analysis.

### Mortgage-Equity Techniques

These techniques utilize lender and real estate investor investment criteria to develop, or synthesize a capitalization rate. These methods are applicable only for investments, which are typically leveraged. A primary benefit of this type of analysis is that in leveraged investments, lenders typically make up 70% to 80% or more of the total investment requirements and current information on these requirements is readily available.

For these techniques, investment requirements of both the equity investor and the lender are necessary. The best method for determining these requirements is through surveys. The table below represents the surveyed requirements for a property similar to the subject.

The mortgage-equity techniques for calculating an overall capitalization rate involve the implicit assumption that both annual mortgage payments and annual equity dividends are at level (stabilized) amounts. Consistent with these assumptions, any income capitalization analysis using an overall rate calculated by this formula, must use Stabilized NOI to obtain an accurate value indication. We will stabilize NOI for use with the mortgage-equity technique later in this section.

Mortgage and Equity Requirements	
Loan to Value Ratio	80.00% = <b>M</b>
Equity Ratio	20.00% = <b>E</b>
Equity Dividend Rate	10.000% = <b>Re</b>
Interest Rate	5.750%
Amortization (Yrs)	20
Monthly Constant	0.702%
Annual Mortgage Constant	8.425% = <b>Rm</b>
DCR	1.400 = <b>DCR</b>

## Band of Investment

There are four key inputs necessary for this method:

1. The loan-to-value ratio (M)
2. The mortgage interest rate (i)
3. The loan term (n)
4. The equity cap rate or equity dividend rate (R<sub>E</sub>)

The mortgage variables are used to build the mortgage constant (R<sub>M</sub>), which is the total amount of the payments made in one year, expressed as a percentage of the original loan amount.

$$\text{Payments} \times 12 / \text{Original Loan Amount} = \text{Mortgage Constant (R}_M\text{)}$$

The equity cap rate is the annual return to the investor, expressed as a percent of the original amount invested. The annual return to the investor is also known as the equity dividend rate; it is the profit remaining after debt service and all other expenses.

$$\text{After Debt Service Profit} / \text{Equity Investment} = \text{Equity Cap Rate (R}_E\text{)}$$

Note that the equity cap rate is not the same (usually, that is) as the equity yield rate. The equity yield rate reflects the total return to the investor over the life of the investment. Factors such as appreciation and mortgage pay down affect and usually increase this return to a point higher than the equity dividend rate. In markets where substantial appreciation is expected, investors will often accept a low or even negative equity dividend rate, anticipating a compensating payoff when the property is eventually sold. In markets where little appreciation is expected, much more weight is given to the annual equity dividend.

<b>Band of Investment Method</b>			
	<b>Ratios</b>	<b>Rate</b>	<b>Value</b>
<b>Mortgage Constant (R<sub>m</sub>)</b>	80%	8.425%	6.740%
<b>Equity Divided Rate (R<sub>e</sub>)</b>	20%	10.000%	2.000%
<b>Capitalization Rate (R<sub>o</sub>)</b>	100%		8.740%

### Debt Coverage Ratio Analysis

This technique develops a capitalization rate based on typical mortgage terms. There are four variables necessary for this method:

1. The loan-to-value ratio (M)
2. The mortgage interest rate (i)
3. The loan term (n)
4. The debt coverage ratio (DCR)

Items 1 through 3 are discussed above under the Band of Investment section. In this method it is also used to develop the mortgage constant ( $R_M$ ). The debt coverage ratio is the factor by which income exceeds debt on an annual basis.

**Formula:**

$$\text{Debt Coverage Ratio} \times \text{Loan to Value Ratio} \times \text{Mortgage Constant} = R_o$$

or

$$\text{DCR} \times M \times R_M = R_o$$

Debt Coverage Ratio Method		
		Notes
<b>Debt Coverage Ratio (DCR)</b>	1.400	From Lending Institution
<b>Loan to Value (M)</b>	80%	From Lending Institution
<b>Mortgage Constant (R<sub>M</sub>)</b>	8.425%	From Market Terms
<b>Cap Rate (R<sub>o</sub>)</b>	9.436%	R <sub>o</sub> = DCR*M*R <sub>M</sub>

Using the methods illustrated above and weighing each based on its significance to the subject property and its accuracy of data, we have developed a capitalization rate of 9%. This rate will be used to capitalize the stabilized, or level, income into a value.

### Stabilization of Income

As mentioned previously, the cap rate derived from comparable sales must be applied to Year 1 NOI, while NOI must be stabilized, or leveled for the mortgage-equity techniques. Stabilized Net Operating Income (NOI) is a stream of level income amounts that has a present value equal to the present value of a series of uneven income amounts when both income streams are discounted at the same rate over the same period of time. In order to stabilize a series of uneven incomes, we simply discount each year's NOI to a present value with the Overall Yield Rate. After the present value of the incomes has been calculated, the level payment associated with that present value and overall yield rate over the holding period is calculated. The table below illustrates this process.

<b>Stabilization of Income Stream</b>						
<b>Discount or Yield Rate</b>						<b>10.00%</b>
<b>Yr</b>	<b>Net</b>	<b>Income</b>	<b>x</b>	<b>Present Worth Factor</b>	<b>=</b>	<b>Present Worth Dollars</b>
1	\$27,393.07		x	0.90909	=	\$24,903
2	\$28,133.83		x	0.82645	=	\$23,251
3	\$28,893.58		x	0.75131	=	\$21,708
4	\$29,672.74		x	0.68301	=	\$20,267
5	\$30,471.78		x	0.62092	=	\$18,921
5	<hr/>					
	\$144,565			<b>&lt;= Total =&gt;</b>		\$109,050
<b>Stabilized Net Operating Income</b>						<b>= \$28,767</b>

### Direct Capitalization Summary

The Market Derivation Method of obtaining a capitalization rate is based on one year's net operating income at the time of sale and so a value is calculated using this capitalization rate and the estimated first year's net operating income. The Band of Investment and Debt Coverage Ratio methods utilize income streams for the loan period and are capitalized using the stabilized income stream. This is summarized in a chart at the end of the Income Approach section.

### Discounted Cash Flow Analysis

The discounted cash flow analysis is the procedure in which a discount rate is applied to a set of projected income streams and a reversion. In this case, the income streams will be the net operating incomes over the holding period and the discount rate will be the overall yield rate. This rate is taken from surveys and we will analyze the incomes at different overall yield rates to indicate how values will change based on slight overall yield requirement differences.

Discounted Cash Flow Analysis						
Analysis Period	NOI	PV @	PV @	PV @	PV @	PV @
Year		9.0%	9.50%	10.0%	10.5%	11.0%
1	\$27,393.07	\$25,131	\$25,017	\$24,903	\$24,790	\$24,678
2	\$28,133.83	\$23,680	\$23,464	\$23,251	\$23,041	\$22,834
3	\$28,893.58	\$22,311	\$22,007	\$21,708	\$21,415	\$21,127
4	\$29,672.74	\$21,021	\$20,640	\$20,267	\$19,903	\$19,546
5	\$30,471.78	\$19,805	\$19,357	\$18,921	\$18,496	\$18,084
6	\$31,291.14					
Reversion	\$320,934.77	\$208,586	\$203,867	\$199,275	\$194,807	\$190,459
Terminal Cap Rate (Rt)	9.75%					
Property Value @ Discount Rate		\$320,533	\$314,350	\$308,325	\$302,452	\$296,728

For the subject property, the discount rate that was felt to be most representative based on the age of the subject property, its current occupancy, and its relevant risk is 10%. The value of the subject property using discounted cash flow analysis with this rate is \$308,325, rounded to \$309,000.

### Income Approach Summary

The analysis in the previous sections can be used to determine a range of value based on the net operating income of the subject property. As stated previously, the capitalization rate found through the Market Derivation Method is based on the net operating income at the time of sale and is used with the subject property's first year net operating income to calculate a value. The Band of Investment and Debt Coverage Ratio methods are used with the stabilized, or level, net operating income. These two values and the value extracted using the discounted cash flow analysis are summarized in the table below.

Summary of Values	
Direct Capitalization Using Market Cap Rate and 1st Year NOI	\$296,141
Direct Capitalization Using Band of Investment and Stabilized NOI	\$329,142
Direct Capitalization Using Debt Coverage Ratio Technique and Stabilized NOI	\$304,864
Discounted Cash Flow Analysis	\$308,325
Reconciled Value of Income Approach	\$313,532
Rounded	\$315,000



Each method used to form the values in the table above was given a weight based on the accuracy and relevance of the input used to compute said values. Based on the analysis detailed in the preceding sections, we have reconciled to an income approach value of **\$315,000**, as of 10/10/2009, subject to the Limiting Conditions and Assumptions of this appraisal.

## **Final Reconciliation**

The process of reconciliation involves the analysis of each approach to value. The quality of data applied, the significance of each approach as it relates to market behavior and defensibility of each approach are considered and weighed.

### ***Value Indications***

Cost Approach .....	\$317,000
Sales Comparison Approach .....	\$292,000
Income Approach .....	\$315,000

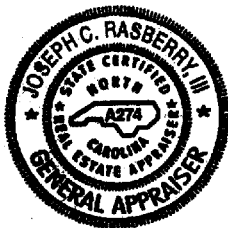
### ***Value Conclusion***

Based on the data and analyses developed in this appraisal, we have reconciled to a value estimate of \$315,000, as of 10/10/2009, subject to the Limiting Conditions and Assumptions of this appraisal.

## Certification Statement

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions and conclusions are limited only by the reported assumptions and limiting conditions, and is my personal, unbiased professional analyses, opinions and conclusions.
- I have no present or contemplated future interest in the property that is the subject of this report, and I have no personal interest or bias with respect to the parties involved.
- My compensation is not contingent upon the reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value estimate, the attainment of a stipulated result, or the occurrence of a subsequent event.
- My analyses, opinions, and conclusions were developed and this report has been prepared in conformity with the Uniform Standards of Professional Appraisal Practice (USPAP).
- I have made a personal inspection of the property that is the subject of this report.
- No one provided significant professional assistance to me in the development of the conclusions contained in this report.
- The Appraiser has established sufficient competence to appraise this property through education and experience, in addition to the internal resources of the appraisal firm.
- My value conclusion and other opinions expressed herein are not based on a requested minimum value, a specific value or approval of a loan.



A handwritten signature in black ink, appearing to be "JR", written over a horizontal line.

## JOSEPH C. RASBERRY III

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<b>Objective</b>	PROVIDE PROFESSIONAL APPRAISAL, CONSULTING SERVICES		
<b>Experience</b>	1989–1991	Joseph A. Robb & Associates	Wilmington, NC
	Associate and Partner		
	<ul style="list-style-type: none"> <li>▪ Performed complex commercial appraisals for numerous individuals, corporations and lending institutions.</li> </ul>		
	1991–1993	Higgins & Rasberry	Greenville, NC
	Partner/Owner		
	<ul style="list-style-type: none"> <li>▪ Provided commercial and residential appraisals for various lenders in the area. Also, provided consultation services and well as litigation work during this time period.</li> </ul>		
	1993–June 2005	Rasberry & Associates, Inc.	Kinston, NC
	Owner		
	<ul style="list-style-type: none"> <li>▪ Provide commercial and residential appraisal services throughout Eastern North Carolina</li> <li>▪ Expanded from a one – appraiser, one - office operation to a multi-office, multi- appraiser company. Offices are currently located in Greenville, Kinston, Jacksonville and Atlantic Beach, NC.</li> </ul>		
	June 2005 – Present	Shackelford & Associates, LLC	Kinston, NC
	<ul style="list-style-type: none"> <li>▪ Provide commercial and residential appraisal services throughout Eastern North Carolina</li> </ul>		
<b>Education</b>	1971–1976	NC State University	Raleigh, NC
	B.S. Degree		
	1991	Appraisal Institute	Chicago, IL MAI (#8996)
	<ul style="list-style-type: none"> <li>▪ Continuing Education: Currently completed all State of North Carolina Continuing education requirements, Currently completed all Appraisal Institute required continuing education</li> </ul>		
<b>Memberships</b>	Pitt County Board of Realtors, North Carolina Board of Realtors, NC Chapter of the Appraisal Institute.		
<b>References</b>	Scott Newton, The Little Bank, Kinston, NC (252) 939-3900 Bill Whaley, First Citizens Bank, Kinston, NC (252) 939-3000 Joseph Bower, Attorney, White & Allen, Kinston, NC (252) 527-8000		

# Addenda

Phone Fax  
Federal ID# ▶ ID # ◀

10/10/2009

Invoice No. JCR00100

**Customer**

North Carolina Regional Science Center

Description	Total
▶ Placeholder ◀	▶ \$# ◀
<b>Total</b>	<b>▶ \$# ◀</b>

**Notes**

Thank you for your business. If you have any questions concerning this invoice, please contact us at your earliest convenience.

**Terms: Net  #  Days**



Mr. Rees: Staff recommends that the Redevelopment Commission initiate the rezoning petition with recommendation to the Planning and Zoning Commission to rezone all properties in the block bounded by West Fifth Street, Ward Street, Vance Street and Contentnea Street from current R-6 and CDF zoning to OR.

Motion was made by Mr. Chris Mansfield and seconded by Ms. Melissa Hill to approve Staff's recommendation. Motion carried unanimously.

### **UPDATE ON GO-SCIENCE PROJECT**

Mr. Connor: Working with city staff, we have identified a site that is currently for sale that will meet the current, near-term, and future needs of the Science Center. The site is located within the redevelopment district of Greenville and is easily accessible to both the Center City/Downtown and the West Greenville community. The site is the former Pugh's Tire Site. The site has approximately 8,000 square feet of space with dedicated parking available in front and in back with city street parking available. The front façade enables the facility to be expanded to 10-12K square feet over time. The site has high ceilings of 15 – 20 feet and lift gate doors in back for installation of current and future exhibits. Go-Science is using a multi-phase approach towards the use and development of the facility. Phase I will use the current available 2,800 square feet for our living planet/tornado exhibit, the planetarium and hands on programming. Phase II will use the service bay area and warehouse activated for a health exhibit, developmental learning area (ComfyLand) and traveling exhibits. Phase III will use the capital addition and reorganization of exhibit space, the Challenger Learning Center Simulator and the expanded permanent and temporary exhibit space. Go-Science is pleased to report that we have successfully negotiated an option to purchase the Pugh Property acting in accordance with the guidelines and intent set forth by the Redevelopment Commission in closed session.

Mr. Rees: Staff recommends to the Redevelopment Commission separate motions.

Mr. Rees: The first motion is to recommend acquisition of the property to the City Council and request funding for purchase of the property at a price of \$378,000 plus closing costs.

Motion was made by Ms. Melissa Hill and seconded by Mr. Chris Mansfield to approve Staff's recommendation. Motion carried unanimously.

Mr. Rees: The second motion is to authorize staff to proceed with due diligence on property following authorization for purchase by the City Council.

Motion was made by Mr. Evan Lewis and seconded by Ms. Melissa Hill to approve Staff's recommendation. Motion carried unanimously.



# REDEVELOPMENT COMMISSION OF GREENVILLE

## 2009 – 2010 ANNUAL WORK PLAN



**Construction of First Street Place Lofts (L) and Nathaniel Village (R) will be completed in the coming year bringing hundreds of new residents to Greenville's Center City.**



## **A. Introduction**

Since adoption of the *Center City – West Greenville Revitalization Plan* in March of 2006 the Redevelopment Commission of Greenville has engaged in an ambitious program of work. Much of the work during the last 36 months has been low visibility, with a primary focus on planning, design and property acquisition. The 2009 – 2010 Redevelopment Commission Work Plan will see a shift, with many of the projects moving from the drawing board to construction. Of the fifteen total items in the current work plan, all but two are carry-over items from the previous annual program of work. This work plan will guide City of Greenville staff and private contractors who will carry out a defined set of activities listed herein and timed to coincide with the City's fiscal year running from July 1, 2009 through June 30, 2010.

Activities related to the West Greenville 45-Block CDBG project, as listed in the current CDBG Annual Plan, are incorporated into this document by reference.

## **B. 2009 – 2010 Work Plan Items**

### 1. Center City Design Standards \*\*

As specified in the Revitalization Plan, City staff has been leading a group of design professionals and other interested citizens in a process to develop and recommend a set of guidelines to address the design quality of public and private development projects within a defined section of the center city. To date, the group has developed a draft version of the guidelines and has held multiple public meetings, including an open house, stakeholder workshops, and focus group meetings.

Now nearing completion, the new design standards will compliment existing architectural styles, while serving to address the form, scale and visual character of preservation, renovation and new construction projects. It is hoped that such design standards will help to make the center city area a safe, accessible and inviting place to live, work and recreate.

*Fiscal Note: Use of previously budgeted general funds for preparation and printing of guidelines document*

## 2. Adaptive Re-use Projects for Historic Structures \*\*

The Redevelopment Commission will solicit input and receive inquiries from interested parties including architectural and development firms intent on finding new uses for unoccupied and underutilized historic structures within the Center City – West Greenville Revitalization Project area. The Redevelopment Commission will review any proposals, and where appropriate, may take action to partner with an interested developer and/or facilitate the redevelopment of these structures.

*Fiscal Note: Potential use of West Greenville & Center City bond funds for activities including land acquisition, clearance, and infrastructure*

## 3. West Greenville Building Block Grants\*\*

To facilitate small business growth in appropriate locations within the West Greenville Redevelopment Project area, the Redevelopment Commission introduced the Building Blocks façade grant program during the 2006 - 2007 fiscal year. The Building Blocks program is intended to support and compliment other business and employment-creation programs that aim to maximize the potential for expansion or creation of business ventures in West Greenville. Under guidelines adopted by the Redevelopment Commission, the program directly grants funds of up to \$2,500 and provides a dollar for dollar match of up to an additional \$7,500 for eligible improvements projects.

*Fiscal Note: Use of West Greenville bond funds for capitalization of grant program*

## 4. Small Business Plan Competition\*\*

To facilitate the expansion of small business in appropriate locations within the Center City - West Greenville Redevelopment Project area, the Redevelopment Commission has developed and adopted a business plan competition program. The program has been developed in conjunction with the local office of the North Carolina Small Business Technology Development Center, EXCEED and the Pitt Community College Small Business Center and will utilize those training and assistance programs to help participants develop their plans. The program provides grants in the amount of between \$15,000 and \$30,000 to as many as eight competition winners per year.

*Fiscal Note: Use of West Greenville bond funds for capitalization of grant program*

## 5. Streetscape Pilot Projects\*\*

As part of its 2005 – 2006 Annual Work Plan, the Redevelopment Commission selected a consultant to develop a set of design guidelines for future streetscape improvement projects undertaken within the Revitalization Project area. The goal of the design process was to create a unique and distinctive vision for public spaces within the project area. Key factors considered in the process included, vehicular/pedestrian/bicycle access, public utility location and improvements, street and gateway character, and wayfinding.

Based on cost estimates and prioritization developed as part of the master planning process, the Redevelopment Commission and Greenville City Council have selected the Cotanche Street – Reade Circle and West Fifth Street Gateway as pilot projects. Construction of the Cotanche and Reade Project is scheduled for completion in the fall of 2009, while the West 5<sup>th</sup> Street Gateway project is scheduled for completion in the spring of 2010.

*Fiscal Note: Potential use of Center City, and West Greenville bond funds for construction*

## 6. Comprehensive Wayfinding Project \*\*

The design and installation of a comprehensive citywide wayfinding system will have an immediate positive impact on Greenville's urban core. Such a system was recommended as part of the Center City – West Greenville Streetscape Master Plan and has been given a high priority by both the Redevelopment Commission and the Greenville City Council. Once implemented, the wayfinding system will help visitors and residents to navigate throughout the city using all modes of transportation. Upon completion, the sign system will also help to "brand" Greenville's distinctive urban core and promote key civic, educational, commercial and transportation facilities. During the 2007 – 2008 fiscal year, both the Redevelopment Commission and the Greenville City Council signed off on the design for the system. Bidding and construction phases for part or all of the system will take place during the 2009 – 2010 fiscal year.

*Fiscal Note: Potential use of Center City and West Greenville bond funds for project construction*

## 7. Five Points Plaza Project

At the Request of the Uptown Greenville organization, the Redevelopment Commission has undertaken a planning process for improvements to the existing Evans Street parking lot at the corner of 5<sup>th</sup> and Evans Streets. This parking lot has become the home to the popular Freeboot Friday events as well as the bi-weekly Umbrella Market. Likely improvements to the parking lot include a new

surface that will better suit shared parking and event needs, hardening of the edges to create a more intimate gathering space, along with lighting, vegetation and public art. Design of the project will be complete by the end of 2009 with construction slated to be complete prior to the first Freeboot Friday event in September of 2010.

*Fiscal Note: Potential use of Center City bond funds for  
Project design and construction*

#### 8. Revitalization Area TIF District\*\*

Project development financing was recently authorized in North Carolina. Also known as Tax increment financing (TIF), it allows cities to establish special districts and to leverage public improvements within those districts that are expected to generate private-sector investment. N.C. law requires collaboration with county government, the N.C. Local Government Commission, and equity investors; therefore planning is vital to establishing an effective TIF District. The location and size, and quality of development within the district can determine whether the project will be successful.

During the 2006-07 Fiscal Year, City staff dedicated considerable time and effort to investigating the suitability of creating a TIF district to assist with the financing of public projects. As TIF financing remains new to the State of North Carolina, implementation of a district will depend on the strength of the private development projects that are proposed for the district. Several private sector development projects may be nearing the stage in their planning processes that would make the creation of a TIF district feasible.

During the 2009-10 fiscal year, the Redevelopment Commission and City staff in consultation with the Greenville City Council will begin a process that could potentially lead to the creation of a TIF district. By performing fiscal due diligence and market analysis on all proposals and alternatives, the Redevelopment Commission will ensure that any new TIF District is viable.

*Fiscal Note: Potential use of general funds for professional services and plan  
preparation*

#### 9. Residential & Mixed Use Project Development\*\*

The Center City – West Greenville Revitalization Plan calls for mixed use office, residential and retail development in the Uptown Central Business District. Toward this end, the Redevelopment Commission will explore redevelopment options for key business corridors. Redevelopment of important but underutilized

corridors has the potential to jumpstart downtown office, residential, and retail sectors while creating a vital node for cultural activity. By introducing mixed-use office/residential development around relatively underutilized public and semi-public open spaces such as the Town Common, larger scale mixed-use redevelopment has the potential to energize the overlapping pedestrian, business, and entertainment zones while “pulling” commercial activity down the length of key commercial corridors. Recently, the Redevelopment Commission received a market study that confirmed the latent demand within the Uptown Commercial District for mixed use development inclusive of residential, office and commercial uses.

*Fiscal Note: Potential use of Center City bond funds for activities including land acquisition, clearance, development financing and infrastructure*

#### 10. West Greenville Business Incubator\*\*

Development of a business incubator in West Greenville would support the creation and development of small, creative businesses in diverse industries by providing office space/amenities and technical assistance to fledgling companies and entrepreneurs. Amenities might include furnished office space; conference and training rooms; computer lab with high-speed Internet connection or wireless technology; office equipment; and reception services. Technical Assistance allows entrepreneurs to consult with business experts; to collaborate with other tenants on problem solving, lead generation, and new ideas; and to get referrals on training programs, workshops, and financing. Incubator participants also reach new clients through onsite networking resources.

In recent years, the Redevelopment Commission visited successful small business incubators in Durham, Raleigh, Chapel Hill, and Siler City, as part of its effort to complete a preliminary feasibility study of the project. During the past fiscal year, an 11 member steering committee developed a model for the incubator, and presented this information to the Redevelopment Commission. Over the next year, consultants and staff working on behalf of the Redevelopment Commission will complete a feasibility study which will determine the viability of an incubator in the West Greenville Redevelopment Area.

*Fiscal Note: Potential use of West Greenville or center City bond funds for activities including land acquisition, clearance, design and construction; use of general funds to commission consulting work associated with completion of the feasibility study.*

#### 11. Civic Art Initiative \*\*

One of the key recommendations of the 2006 Streetscape Master Plan was the creation of a civic art program. The Center City – West Greenville Revitalization

Plan likewise calls for “creating and expanding cultural resources” within the Revitalization Project Area. Across the nation, some 350 jurisdictions have established civic art programs, including cities in North Carolina such as Cary, Chapel Hill and Raleigh (Americans for the Arts, 2003). Upcoming construction projects associated with two streetscape pilot projects provide opportunities to incorporate civic art into the public realm. In West Greenville, design is underway for a civic art site that will honor the late Dr. Eppes as well as the alumni and faculty associated with the school that once stood near the intersection of Memorial Drive and West Fifth Street. In the Uptown Commercial District, a civic art venue has been designed at the intersection of Cotanche and Reade Streets that will host sculptural works by ECU students and faculty. ECU graduate students are slated to fabricate benches and trash receptacles that will be placed along Reade and Cotanche Streets. It is hoped that such pilot projects may serve as a catalyst for implementing broader, city-wide approaches to civic art.

*Fiscal Note: Potential use of West Greenville and Center City bond funds for design, construction and purchase of civic art pieces*

## 12. Revitalization Area Marketing Program \*\*

City Council called for more extensive marketing programs to promote Center City revitalization as part of recent annual goals statements. The Revitalization Area Marketing Program aims to provide media services, property investors, business interests, and the public with timely revitalization events and stories as well as relevant statistics and background information. The marketing program utilizes a variety of media - including but not limited to press releases & feature articles; brochures/handbooks; targeted marketing pieces – to promote positive Center City revitalization stories and accomplishments. During the 2009 – 2010 fiscal year, the Redevelopment Commission will continue to market the assets of Greenville’s center city via the means described above.

*Fiscal Note: Potential use of general and Center City bond funds for marketing activities*

## 13. Town Common Area Improvement Study\*\*

The Center City - West Greenville Revitalization Plan calls for “Improvement of the open space in the Town Common to leverage other adjacent residential and commercial projects”. In a similar manner as Central Park in New York City serves as a major attraction to commercial development around its boundaries, the Town Common can serve to attract development to Greenville’s center city, although at a much smaller scale than that of the Central Park example. Toward that end, the Redevelopment Commission along with the Recreation and Parks

Department has completed a public visioning process that has culminated in a list of public priorities for programming and improvements to the Town Common. These elements will be incorporated into a master plan that will guide improvements to the park and surrounding areas in the years ahead.

*Fiscal Note: Potential use of general and Center City bond funds for planning and design activities*

#### 14. Establishment of a Center City Science Center\*\*

The Eastern North Carolina Science Center (Go-Science) is a 501C3 nonprofit, focused on enhancing the level of science and math literacy for the people of Greenville and eastern North Carolina. Envisioned as a teaching, learning and research center, the science center will ultimately offer programs from kindergarten through twelfth grade as well as undergraduate and graduate-level programs for the independent adult learner. Proposed components to be phased in over a number of years include a planetarium, exhibit space capable of hosting a wide range of life and physical science displays, a Challenger Space Shuttle learning center, as well as a gift shop and café. The center would be open to the general public as a regional resource. The location of such a resource in Greenville's Center City would provide an important entertainment and cultural resource and would also serve to draw in numerous visitors to the Center City.

*Fiscal Note: Potential use of Center City bond funds for land acquisition, business assistance or infrastructure*

\*\*Denotes carryover item

#### 15. State Theatre Restoration Project

In December of 2008, the Redevelopment Commission completed the acquisition of the historic State Theatre. The theatre, originally known as White's Theatre and later as the Park, has been shuttered for more than a decade, and has fallen into disrepair over that time. Working through a partnership with the Magnolia Arts Center, the Redevelopment Commission will develop a plan that will lead to design for improvements to the theatre along with required fundraising to complete the renovation.

*Fiscal Note: Potential use of general and Center City bond funds for planning and design activities*



## C. Budget

<u>Center City Bond Funds</u>		<u>Carryover from 08' - 09' Budget</u>	<u>2009 - 2010 Budget</u>
Acquisition: 114-4666-452.50-00@	Per acquisition list in RDC Annual Work Plan	\$447,222.13	\$447,222.13
Demolition: 114-4666-452.55-00(R)	Demolition of structures acquired by RDC; right-of-way clearance for streetscapes	\$150,000.00	\$150,000.00
Infrastructure: 114-4666-452.63-00@	<b>Design and construction projects:</b>  Reade and Cotanche Project - \$1,000,000 Wayfinding Project - \$450,000 Five Points Plaza - \$350,000 Town Common - \$50,000	\$1,582,220.88	\$1,850,000.00
Development Financing: 114-4666-452.72-00@	Business start-up grants, business retention, expansion and attraction incentives	\$135,000.00	\$135,000.00
<b>Totals:</b>		<b>\$2,314,443.01</b>	<b>\$2,582,222.13</b>
<u>West Greenville Bond Funds</u>			
Acquisition: 113-4665-452.50-00@	Per acquisition list in RDC Annual Work Plan	\$0.00	\$0.00
Business Relocation: 113-4665-452.70-00@	Business relocation payments in accordance with adopted relocation plan	\$0.00	\$0.00
Demolition: 113-4665-452.55-00@	Demolition of structures acquired by RDC; right-of-way clearance	\$0.00	\$0.00
Infrastructure: 113-4665-452.63-00@	Design & construction of streetscape & civic art improvements (W. 5th St. Gateway)	\$1,181,740.95	\$1,225,000.00
Construction: 113-4665-452.03-00@	Predevelopment financing for "big house", assisted living & incubator projects	\$0.00	\$0.00
Development Financing: 113-4665-452.72-00@	Business plan competition & building blocks grant	\$200,289.34	\$200,289.34
<b>Totals:</b>		<b>\$1,382,030.29</b>	<b>\$1,425,289.34</b>

\*\*\* Carryover funds are associated with ongoing projects and programs

## D. Property Acquisition

In furtherance of the projects outlined above, and in conjunction with the ongoing West Greenville 45-Block CDBG Project, City of Greenville staff will utilize General Obligation Bond, CDBG and City of Greenville general funds to implement a property acquisition program that will focus on the acquisition of blighted properties as well as other properties where current uses do not conform to the intent of the Center City – West Greenville Revitalization Plan. It is expected that the Affordable Housing Loan Committee will continue to provide guidance throughout the acquisition process for purchases within the CDBG project area. The following real properties may be acquired during the current program year based on their compliance with the Center City – West Greenville Revitalization Plan, availability of funding, the willingness of property owners to sell their property, and staff capacity to implement the acquisition.

000109	BROWN, JAMES	609 CLARK ST	\$3,400	0.08
000124	VILLANUEVA, HATTIE FRANCES	207 COLUMBIA AV	\$43,242	0.19
000280	JAMES, ROBERT L JR	208 COLUMBIA AV	\$26,312	0.47
000327	HARDY, BOBBY HOWARD II	1210 CHESTNUT ST	\$28,660	0.18
000383	BEST, ARTHUR D	1013 CHESTNUT ST	\$7,280	0.26
000540	HUGHES, JIMMY A	1113 MYRTLE ST	\$8,505	0.27
000620	RHEM, RITA NOBLES	0 W FIFTH ST	\$4,230	0.09
000621	RHEM, RITA NOBLES	1205 W FIFTH ST	\$22,110	0.09
000668	HAFIZ ENTERPRISES INC	1310 W FIFTH ST	\$6,580	0.14
000677	HAFIZ ENTERPRISES INC	1306 W FIFTH ST	\$13,160	0.28
000700	HIGGS, FELICIA	917 W FIFTH ST	\$85,292	0.23
000809	BAINES, CLAUDIUS E	1006 BANCROFT AV	\$63,936	0.37
001015	HOUSE OF PRAYER OF HEART TO GIVE	306 PENNSYLVANIA AV	\$23,353	0.08
001063	BARNHILL, LONNIE HEIRS	1009 W FIFTH ST	\$32,867	0.21
001134	HAFIZ ENTERPRISES INC	1300 W FIFTH ST	\$15,429	0.12
001319	NOLAND PROPERTIES INC	1004 CHESTNUT ST	\$7,350	0.21
001395	BATTLE, IRADELL BELL	1104 W FIFTH ST	\$33,139	0.17
001396	HEALING THE HURT DELIVERANCE	604 ALBEMARLE AV	\$25,365	0.15
001398	LONG, CHARLIE MACK	602 ALBEMARLE AV	\$21,881	0.14
001400	FREEMAN, IRVIN THOMAS HEIRS	618 ALBEMARLE AV	\$7,500	0.15
001517	TAYLOR, T DONALD	1013 DICKINSON AV	\$193,984	1.03
001518	TAYLOR, T. DONALD	1015 DICKINSON AVENUE EX	\$10,179	0.24
001634	HANNAN, JAMES E	1008 DICKINSON AVENUE EX	\$83,031	0.46
001635	PUGHS TIRE & SERVICE CENTER INC	0 CHESTNUT ST	\$4,815	0.11
001705	TAYLOR, WILLIAM RONALD	107 B CROSS ST	\$7,700	0.11
001706	COUNTRY FARMS LLC	1025 DICKINSON AVENUE EX	\$41,569	0.30
001760	PURVIS, DELORIS COREY	606 CLARK ST	\$23,288	0.14
001987	CAROLINA TEL. AND TEL.	404 BONNERS LN	\$18,295	0.14
002144	CERTAIN HOPE MINISTRIES	1017 CHESTNUT ST	\$33,255	0.13
002145	GOODSON, CORD	106 COLUMBIA AV	\$17,510	0.14
002146	HATCH, JOSEPH EUGENE	1101 CHESTNUT ST	\$24,129	0.11
002280	TYSON, DOUGLAS	1107 W FIFTH ST	\$23,620	0.10
002759	BROWN, KENNETH WALKER JR	905 DICKINSON AVENUE EX	\$135,253	0.34
002811	BROWN, JAMES A	0 CLARK ST	\$3,251	0.09

002946	NOLAND PROPERTIES INC	201 GRANDE AV	\$167,251	1.27
003007	PETERSON, ALFRED	1210 W FIFTH ST	\$28,421	0.14
003292	SUTTON, JONATHAN	0 PENNSYLVANIA AV	\$57,898	0.19
003293	SUTTON, JONATHAN	1308 W FOURTEENTH AV	\$68,657	0.17
003294	SUTTON, JONATHAN	0 VANCE ST	\$14,720	0.16
003613	UNX CHEMICAL INC	0 FICKLEN ST	\$421,320	0.97
003614	UNX CHEMICAL INC	0 W EIGHTH ST	\$117,505	0.23
003615	UNX CHEMICAL INC	0 FICKLEN ST	\$32,000	0.32
003719	ELCKO INC	811 DICKINSON AVENUE EX	\$85,307	0.16
003720	SUMMRELL, JULIUS	205 PENNSYLVANIA AV	\$27,283	0.31
003721	SETH HATTERAS LLC	1114 CHESTNUT ST	\$30,164	0.18
003730	LONG, CHARLES M	107 COLUMBIA AV	\$29,293	0.07
003731	LONG, CHARLES M	109 COLUMBIA AV	\$29,643	0.08
003995	SALLEY, GLORIA L. BROWN	1208 W FIFTH ST	\$16,481	0.07
004278	GRATZ NORCOTT JR LIVING TRUST	1206 DICKINSON AV	\$162,731	0.55
004318	ROUNDTREE, BENNIE ROBERT	620 CLARK ST	\$23,780	0.10
004324	ROUNDTREE, BENNIE ROBERT	607 ALBEMARLE AV	\$59,432	0.57
004404	BROWN, WILLIE JR	921 DICKINSON AV	\$50,629	0.06
004434	WOOTEN, ADRIAN	915 DICKINSON AVENUE EX	\$42,454	0.06
004474	TZURIDIS, GEORGE	630 S PITT ST	\$172,200	0.50
004475	TZURIDIS, GEORGE	0 S PITT ST	\$24,945	0.49
004540	COREY, HERBERT S	0 CHESTNUT ST	\$33,492	0.20
004541	COREY, HERBERT S	0 GRANDE AV	\$23,683	0.10
004542	PUGHS TIRE & SERVICE CENTER INC	0 CHESTNUT ST	\$68,998	0.17
004543	COREY, HERBERT S	0 DICKINSON AVENUE EX	\$43,403	0.37
004544	COREY, HERBERT S	0 GRANDE AV	\$4,105	0.07
004545	COREY, HERBERT S	0 DICKINSON AVENUE EX	\$2,880	0.07
004562	HOLLOMAN, OSCAR L	209 W NINTH ST	\$35,227	0.22
004575	MONNEY, EKOW	628 S PITT ST	\$58,092	0.27
004583	MONNEY, EKOW	625 CLARK ST	\$26,461	0.12
004591	UPTOWN PROPERTIES LLC	120 FICKLEN ST	\$95,815	0.23
004592	ROVER INVESTMENTS LLC	310 W NINTH ST	\$86,939	0.42
004966	COX, LIAM P	420 LINE AV	\$74,467	0.33
005099	TARHEEL HOLDING LLC	715 CLARK ST	\$26,720	0.30
005104	TARHEEL HOLDINGS LLC	808 DICKINSON AV	\$122,010	0.17
005105	TARHEEL HOLDINGS LLC	814 DICKINSON AVENUE EX	\$95,973	0.13
005237	GARRIS, BARBARA ANNE CREECH	710 DICKINSON AV	\$22,532	0.04
005426	V A D INC	1000 W FIFTH ST	\$69,239	0.26
005448	DANIELS, ELLA J HEIRS	1101 W FIFTH ST	\$36,326	0.10
005473	JONES, DANIEL A	1209 . MYRTLE ST	\$12,180	0.29
006016	WILLIAMS, WALTER L	309 W NINTH ST	\$152,960	0.48
006312	FREEMAN, IRVIN HEIRS	622 ALBEMARLE AV	\$5,000	0.10
006331	FREEMAN, IRVIN HEIRS	1105 CHESTNUT ST	\$26,838	0.28
006332	GROOME, MARY ANN DUNCAN	1106 DICKINSON AV	\$18,948	0.29
006333	DUNCAN, LOUISE FINK	720 ATLANTIC AV	\$17,006	0.18
006334	MCLAWHORN, MELVIN M	0 SPRUCE ST	\$3,680	0.16
006350	DUNCAN, LOUISE FINK	918 DICKINSON AVENUE EX	\$117,278	0.36
006420	NATION OF ISLAM MOHAMMED MOSQUE #79	907 W FIFTH ST	\$70,998	0.15
006553	GLISSON, NELLIE S	0 ALBEMARLE AV	\$19,000	0.40
006588	BEST, ANNIE H	601 ALBEMARLE AV	\$19,163	0.23
006646	VICTORY DELIVERANCE CENTER	913 DICKINSON AVENUE EX	\$53,303	0.09
006651	S D HARRIS PROPERTIES LLC	911 DICKINSON AV	\$85,221	0.17
006652	S D HARRIS PROPERTIES LLC	504 W TENTH ST	\$19,590	0.15
006716	UPTOWN PROPERTIES LLC	213 W NINTH ST	\$377,478	0.48
006717	UPTOWN PROPERTIES LLC	211 W NINTH ST	\$96,557	0.21

007070	PASCASIO, HARRELL C	106 FICKLEN ST	\$119,338	0.36
007520	ZETA TAU ALPHA FRATERNITY-	508 W FIFTH ST	\$190,052	1.12
007585	WHITLOW & SON	104 COLUMBIA AV	\$4,655	0.07
007586	WHITLOW & SON	1012 DICKINSON AVENUE EX	\$94,739	0.30
007642	MAYO, ESTHER LYNETTE HAMMOND	1026 W FIFTH ST	\$76,419	0.35
007690	BUCK, DENNIS J	1001 DICKINSON AV	\$79,899	0.24
007936	BOWEN, BOBBY R	0 SPRUCE ST	\$6,300	0.18
007939	BOWEN, BOBBY R	1310 W FOURTEENTH AV	\$51,965	0.18
007998	FRANKLIN BAKING COMPANY	1107 MYRTLE ST	\$65,116	0.49
008276	HOLLOMAN, OSCAR	627 CLARK ST	\$21,112	0.07
008287	GARRETT, DENISON D JR	1204 W FIFTH ST	\$43,275	0.12
008288	GARRETT, DENISON D JR	606 ALBEMARLE AV	\$21,852	0.15
008297	GARRETT, LUDLOW JR	423 CADILLAC ST	\$45,009	0.10
008340	BENNETT, PAUL E	718 DICKINSON AVENUE EX	\$91,110	0.07
008786	DEWY LLC	1102 DICKINSON AVENUE EX	\$38,531	0.20
008789	MCLAWHORN, MELVIN M	0 SPRUCE ST	\$3,910	0.17
008792	EVANS, RENALYSIS	1109 CHESTNUT ST	\$29,987	0.27
008795	GOODSON, JOSEPH HIGGS	1013 MYRTLE ST	\$1,750	0.07
008807	ALI, SAMIR M	514 N WATAUGA AV	\$63,787	0.36
008815	NICHOLLS, PAULA FOSTER	908 S WASHINGTON ST	\$40,563	0.14
008871	WILKES, MARION GORHAM	1108 W FIFTH ST	\$20,071	0.17
008989	COOPER, ANGELA W	1125 W FIFTH ST	\$3,290	0.07
009117	PHILLIPS, KEVIN	618 S PITT ST	\$32,404	0.16
009136	PETERSON, ESSIE F TRUSTEE	205 COLUMBIA AV	\$14,286	0.11
009290	4TH STREET LLC	411 W FOURTH ST	\$82,341	0.17
009297	HOLLOMAN, OSCAR L	1415 W FOURTEENTH ST	\$6,773	0.43
009302	SANTUCCI, ROBERT	407 W FOURTH ST	\$81,261	0.17
009463	EL SHADDAI LLC	1110 CHESTNUT ST	\$31,457	0.29
009517	BRADLEY, CRUDIE O	0 SPRUCE ST	\$1,273	0.10
009518	BRADLEY, CRUDIE O	1102 JONES ST	\$10,612	0.23
009551	ROUNTREE, BENNIE	1025 W FIFTH ST	\$36,905	0.15
009591	LEVONE'S DAY CARE INC	616 S PITT ST	\$111,911	0.28
009657	LUDLOW MANAGEMENT LLC	101 COLUMBIA AV	\$19,166	0.20
009948	GLISSON, NELLIE S	208 GRANDE AV	\$19,794	0.05
010788	GATLIN, WILTON LEE	1006 DICKINSON AV	\$26,587	0.09
010825	LEARY, ELMER L JR	1006 MYRTLE ST	\$1,692	0.07
010826	LEARY, ELMER L JR	0 MYRTLE ST	\$1,692	0.07
010827	STREETER, JULIUS EDWARD	800 PAMLICO AV	\$58,893	0.11
010852	BOWEN, BOBBY R	0 PENNSYLVANIA AV	\$8,050	0.23
010858	HARTSFIELD, BISHOP ARIZONA H	1112 DICKINSON AV	\$86,512	0.83
010860	THOMPSON, ALISON NICOLE	701 DICKINSON AV	\$109,070	0.15
010861	SUMMRELL, JULIUS STEWART	1200 DICKINSON AVENUE EX	\$69,258	0.46
010863	SUTTON, JONATHAN	0 PENNSYLVANIA AV	\$6,500	0.13
010876	JOYNER, MICHAEL V	1103 MYRTLE ST	\$39,414	0.24
011253	WILLIAMS, WALTER L	0 W NINTH ST	\$31,500	0.35
011317	HOPKINS, NELSON HEIRS	0 S PITT ST	\$4,845	0.06
011435	HUDSON, JAMES ROY JR	1105 MYRTLE ST	\$26,570	0.20
011458	UPTON, HILDA HUDSON	600 S PITT ST	\$19,780	0.06
011483	SUMMRELL, JULIUS	1108 CHESTNUT ST	\$17,824	0.24
011656	SANTUCCI, NICHOLAS W	413 W FOURTH ST	\$69,067	0.22
011698	WILSON, EARL C	710 ATLANTIC AV	\$48,125	2.75
011750	DAVIS, FLONIE C	1112 MYRTLE ST	\$25,707	0.13
011901	PLATER, CHARLES SEVELLE	0 ATLANTIC AV	\$4,750	0.10

012195	STREETER, JULIUS EDWARD	1318 W FIFTH ST	\$31,506	0.14
012631	JOYNER, JANE LONG	801 DICKINSON AV	\$55,058	0.10
012632	JOYNER, JANE LONG	703 DICKINSON AVENUE EX	\$96,095	0.44
012838	WHITLOW & SONS	1009 DICKINSON AVENUE EX	\$110,520	0.74
012851	GIANINO, PETER T	622 S PITT ST	\$75,248	0.28
013070	BROWN, JAMES A	1108 DICKINSON AV	\$38,162	0.26
013071	COOKE, RONNIE JR	1103 CHESTNUT ST	\$21,562	0.20
013074	LEARY, ELMER L JR	0 MYRTLE ST	\$1,782	0.07
013075	LEARY, ELMER L JR	1008 MYRTLE ST	\$13,263	0.16
013077	SWAIN, PERRY LEE	0 MYRTLE ST	\$3,465	0.10
013140	WILLIAMS, DERRICK	816 DICKINSON AVENUE EX	\$159,909	0.36
013314	PLATER, CHARLES SEVELLE	431 BONNERS LN	\$3,250	0.05
013395	BLACKBURN, EVA J	302 SPRUCE ST	\$113,290	0.75
013420	FAITH WORSHIP CHRISTIAN CENTER TRUSTEES	629 ALBEMARLE AV	\$114,497	0.15
013546	DARDEN PROPERTIES LLC	604 CLARK ST	\$52,541	0.13
013568	LEE, MILDRED MAYO LIFE ESTATE	1206 W FIFTH ST	\$4,700	0.10
013741	HUGGINS, JERRY WAYNE	306 W TENTH ST	\$83,431	0.48
013742	HUGGINS, JERRY WAYNE	0 W TENTH ST	\$35,350	0.20
013847	SAAD, GEORGE JR	1011 CHESTNUT ST	\$20,285	0.15
013908	THOMPSON, DONALD A	1211 MYRTLE ST	\$30,085	0.19
013961	ROUNTREE, BENNIE ROBERT	1102 CHESTNUT ST	\$12,250	0.35
013962	ROUNTREE, BENNIE ROBERT	1106 CHESTNUT ST	\$28,119	0.19
013964	TARHEEL HOLDINGS LLC	802 DICKINSON AV	\$28,381	0.02
014149	AYERS, TERESA MANNING	610 S PITT ST	\$4,463	0.06
014506	WELMONT	0 ALBEMARLE AV	\$6,500	0.13
014508	WELMONT	715 ALBEMARLE AV	\$121,247	0.17
014522	WELMONT	803 ALBEMARLE AV	\$6,000	0.12
014525	WELMONT	805 ALBEMARLE AV	\$6,000	0.12
015539	MOORE, WILLIAM PHILIP JR	500 W TENTH ST	\$159,625	0.94
015712	CITY CENTER LLC	0 DICKINSON AVENUE EX	\$49,090	0.53
015719	GIBBS, DAVID F	418 W FIFTH ST	\$206,649	0.65
015728	COUNCIL, WALTER B TRUSTEE	414 W FIFTH ST	\$12,900	0.40
015729	HANSLEY, BRIAN	426 W FIFTH ST	\$134,197	0.39
015739	SAAD, GEORGE S	903 DICKINSON AVENUE EX	\$41,618	0.08
015782	SUTTON, JONATHAN	1200 MYRTLE ST	\$3,150	0.09
015830	COSTANZO, CHRISTOPHER	428 BONNERS LN	\$4,200	0.13
015840	MOYE, ROBERT S HEIRS	1103 DICKINSON AV	\$61,390	0.42
015841	MOYE, ROBERT S. (HEIRS)	1100 BROAD ST	\$31,210	0.60
015842	MOYE, ROBERT S HEIRS	0 DICKINSON AVENUE EX	\$18,513	0.25
015921	FOREST GLEN HOLDINGS INC	616 ALBEMARLE AV	\$19,741	0.15
015957	MOORE, WILLIE LEE	1402 W FOURTEENTH AV	\$49,326	0.12
015958	MOORE, WILLIE LEE	0 SPRUCE ST	\$5,040	0.06
015968	BAGWELL REALTY PITT LLC	700 CLARK ST	\$41,765	0.20
016122	HOPE OF GLORY LLC	402 W TENTH ST	\$394,087	1.05
016468	HANSLEY, BRIAN CURTIS	0 W FOURTH ST	\$8,100	0.27
016530	WILLIAMS, DORSEY SHELTON III	427 W FOURTH ST	\$95,789	0.28
016533	RAJU, VEGESENA PRUDHVI	0 W FIFTH ST	\$3,300	0.11
016548	WILSON, EARL C	0 DICKINSON AVENUE EX	\$15,840	0.08
016971	RAJU, VEGESENA PRUDHVI	404 S PITT ST	\$31,145	0.22
017031	WELLS CHAPEL CHURCH TRUSTEES	0 W FIFTH ST	\$4,700	0.10
017033	THOMAS, JAMES	1311 W FIFTH ST	\$94,342	0.17
017034	THOMAS, JAMES	0 W FIFTH ST	\$8,740	0.13
017052	ALAKWA, ALI	902 W FIFTH ST	\$43,782	0.22
017466	RAYN ENTERPRISES LLC	714 DICKINSON AVENUE EX	\$67,547	0.11

017518	PAIGE, JAMES CLIFTON JR	0 DICKINSON AVENUE EX	\$14,638	0.02
017520	PAIGE, JOHN HEIRS	0 MCKINLEY AV	\$4,136	0.11
017975	BROWN, JAMES A	1127 W FIFTH ST	\$18,937	0.13
018003	SANTUCCI, NICHOLAS	409 W FOURTH ST	\$63,309	0.16
018343	POLLARD AND SON PLUMB & AC INC	400 W TENTH ST	\$179,429	0.58
018436	LEARY, PATTIE L	807 W FIFTH ST	\$35,097	0.16
018969	RIDDLE, ROBERT GREGORY	450 SPRUCE ST	\$13,973	0.20
018970	RIDDLE, ROBERT GREGORY	1404 W FOURTEENTH AV	\$39,075	0.11
019388	HOLLOMAN, OSCAR L	0 PENNSYLVANIA AV	\$3,613	0.17
019448	CARRAWAY, JAMES ANTHONY	821 A DICKINSON AVENUE EX	\$70,413	0.21
019449	HOPE OF GLORY LLC	0 DICKINSON AVENUE EX	\$50,265	0.57
019517	SAAD, JOSEPHINE	1006 CHESTNUT ST	\$23,421	0.27
019528	NORTON, D RAND TRUSTEE	417 W FOURTH ST	\$60,369	0.18
019608	EVANS, DAVID ARNOLD JR	1206 CHESTNUT ST	\$5,250	0.21
019845	SHERROD, BEN JR. HEIRS	613 CLARK ST	\$4,675	0.11
019862	HAFIZ ENTERPRISES INC	1305 W FIFTH ST	\$7,050	0.15
019879	LEARY, ELMER L	411 BONNERS LN	\$3,400	0.08
019992	MCLAWHORN, MELVIN C	307 SPRUCE ST	\$48,964	0.44
019995	HOLLOMAN, OSCAR L	308 SPRUCE ST	\$40,465	0.35
019996	ANDERSON, JAMES ARTHUR JR	1104 MYRTLE ST	\$34,672	0.22
020000	SWAIN, PERRY LEE	1016 MYRTLE ST	\$44,867	0.18
020038	PUGH, SAMUEL STACEY	729 DICKINSON AV	\$123,509	0.67
020202	WILLIAMS, WALTER L	204 W TENTH ST	\$128,768	0.47
020204	CARLIN, KERRY DREW	400 S PITT ST	\$69,206	0.16
020317	COUNCIL, WALTER B TRUSTEE	409 W FIFTH ST	\$50,205	0.20
020318	COUNCIL, WALTER B TRUSTEE	408 BONNERS LN	\$5,360	0.15
020348	BROWN, JAMES	607 CLARK ST	\$8,075	0.19
020548	HUDSON, JAMES ROY JR	209 PENNSYLVANIA AV	\$80,142	0.37
020549	HUDSON, JAMES R	1110 MYRTLE ST	\$24,468	0.24
020550	HUDSON, JAMES R	1203 MYRTLE ST	\$34,368	0.18
020552	KELLER, NORMAN B	802 CLARK ST	\$28,615	0.20
020703	CARLIN, KERRY DREW	405 W FOURTH ST	\$2,400	0.08
020727	WELMONT	0 ALBEMARLE AV	\$297,016	0.72
020728	WELMONT	0 ALBEMARLE AV	\$14,000	0.28
021141	WILLIAMSON, JAMES M	621 CLARK ST	\$20,636	0.21
021343	THOMAS, JAMES	1309 W FIFTH ST	\$9,560	0.13
021347	HUDSON, JAMES R	1108 MYRTLE ST	\$24,436	0.20
021492	STREETER, JULIUS EDWARD	1404 W FIFTH ST	\$68,372	0.35
021548	COREY, HERBERT S	0 GRANDE AV	\$38,658	0.09
021549	COUNCIL, WALTER B TRUSTEE	410 W FIFTH ST	\$118,553	0.24
021572	UNX CHEMICAL INC	200 W NINTH ST	\$671,242	1.68
021822	LUDLOW MANAGEMENT LLC	0 BROAD ST	\$11,900	0.17
021823	LUDLOW MANAGEMENT LLC	0 DICKINSON AVENUE EX	\$32,097	0.49
021896	NOBLES, STEVEN M	1209 W FIFTH ST	\$35,210	0.10
021971	TAFT, JOSEPH MARVIN JR	624 CLARK ST	\$2,550	0.06
021972	TAFT, JOSEPH MARVIN JR	0 CLARK ST	\$3,400	0.08
022175	WILSON, EARL C	0 CLARK ST	\$18,680	0.48
022418	PLATER, CHARLES SEVELLE	650 ATLANTIC AV	\$61,338	0.47
022552	PEREZ, MARIO E	806 CLARK ST	\$115,810	0.31
022624	ROVER INVESTMENTS LLC	0 FICKLEN ST	\$5,600	0.08
022790	RAYN ENTERPRISES LLC	0 S PITT ST	\$11,326	0.16
022969	WELMONT LLC	104 GRANDE AV	\$342,781	0.57
023190	SANTUCCI, NICHOLAS W	415 W FOURTH ST	\$88,143	0.21
023340	MERRITT RENTALS LLC	822 DICKINSON AV	\$34,226	0.06

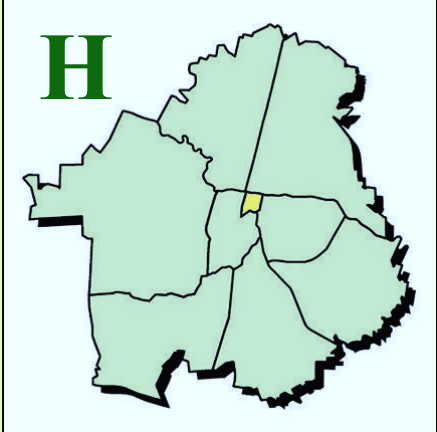
023345	HUDSON, JAMES ROY JR	1011 A&B MYRTLE ST	\$57,203	0.24
023347	NELSON, DAX R	1008 CHESTNUT ST	\$45,258	0.27
023425	JESUS IS ALIVE	202 PENNSYLVANIA AV	\$12,301	0.09
023540	BENNETT, PAUL	720 DICKINSON AV	\$31,600	0.13
023586	NICHOLLS, PAULA FOSTER	906 S WASHINGTON ST	\$20,433	0.03
023594	DUNCAN, LOUISE FINK	0 DICKINSON AVENUE EX	\$62,267	0.05
023595	SANDERSON, DEREK A	530 DICKINSON AV	\$165,243	0.33
023598	SUMMRELL, JULIUS STEWART	1204 CHESTNUT ST	\$18,035	0.21
023619	WILLIAMS, WALTER L	210 W TENTH ST	\$178,921	0.45
023620	WILLIAMS, WALTER L	210 - W TENTH ST	\$66,533	0.26
023669	JARRELL, GREGORY W	0 DICKINSON AVENUE EX	\$38,099	0.24
023670	BROWN, JAMES A	613 ALBEMARLE AV	\$17,500	0.35
023671	JARRELL, GREGORY W	815 DICKINSON AVENUE EX	\$149,269	0.11
023859	SUMMRELL, JULIUS STEWART	1202 CHESTNUT ST	\$23,280	0.22
023975	SUMMRELL, JULIUS STEWART	1205 CHESTNUT ST	\$206,245	0.82
024047	SANTUCCI, NICHOLAS	419 W FOURTH ST	\$68,721	0.17
024048	ROUSE, JAMES JR	421 W FOURTH ST	\$68,963	0.18
024195	HOLLOMAN, OSCAR L	310 PENNSYLVANIA AV	\$56,491	0.29
024474	WARD, VYDIE	1208 CHESTNUT ST	\$25,968	0.20
024960	HANSLEY, BRIAN CURTIS	422 W FIFTH ST	\$73,978	0.39
024979	INDY II LLC	1208 MYRTLE ST	\$12,570	0.14
024980	INDY II LLC	1210 MYRTLE ST	\$6,300	0.18
024981	INDY II LLC	1206 MYRTLE ST	\$14,795	0.21
024982	INDY II LLC	1204 MYRTLE ST	\$13,530	0.13
024983	INDY II LLC	1202 MYRTLE ST	\$5,661	0.09
025063	WILLIAMS, J T	1408 W FOURTEENTH AV	\$74,641	0.27
025140	WILLIAMS, EDWARD SUTHERLIN JR	1104 JONES ST	\$17,175	0.10
025141	WILLIAMS, EDWARD SUTHERLIN JR	1106 JONES ST	\$17,430	0.11
025142	OBRIEN, JOHN BIBBY	408 W FIFTH ST	\$209,090	0.40
025394	WILSON, MARTHA ELIZABETH HEIRS	430 W FIFTH ST	\$25,800	0.86
026913	RAJU, VEGESENA PRUDHVI	400 W FIFTH ST	\$356,843	0.31
026929	CITY CENTER LLC	202 W EIGHTH ST	\$36,250	0.27
026951	MOUNT CALVERY MASONIC LODGE	0 ALBEMARLE AV	\$7,500	0.15
026981	EIGHTH STREET INVESTMENTS LLC	226 W EIGHTH ST	\$928,426	0.69
026987	WELLS CHAPEL CHURCH OF GOD	1400 W FIFTH ST	\$450,614	0.24
026990	JESUS OTHER & YOU INC	700 ALBEMARLE AV	\$311,218	0.34
027050	MIRACLE DELIVERANCE CHURCH	430 BONNERS LN	\$2,867	0.04
028197	KNIGHTS OF PYTHIAN	0 ALBEMARLE AV	\$6,500	0.13
028838	CAROLINA TEL AND TEL	0 W FIFTH ST	\$8,540	0.24
028839	CAROLINA TEL AND TEL	0 BONNER LN	\$4,250	0.06
028843	CAROLINA TELEPHONE AND TELEGRAPH CO	401 W FIFTH ST	\$2,477,731	0.63
028847	CAROLINA TEL. AND TEL.	0 S PITT ST	\$31,363	0.23
028848	CAROLINA TEL. AND TEL.	402 BONNER LN	\$11,761	0.08
028899	V. P. RAJU DR.	408 S PITT ST	\$37,136	0.31
029046	MASONIC LODGE	0 W FIFTH ST	\$117,600	0.09
029047	MASONIC LODGE	0 W FIFTH ST	\$4,230	0.09
029065	SAAD, JOSEPHINE	1005 MYRTLE ST	\$17,392	0.19
029123	NORFOLK SOUTHERN RR CO	0 BONNER LN	\$1,200	0.04
029124	NORFOLK SOUTHERN R. R. CO.	0 W NINTH ST	\$22,000	0.22
030710	CHAPMAN, CLAUDE HEIRS	0 W FIFTH ST	\$1,880	0.04
030774	JOYNER, JANE LONG	805 DICKINSON AVENUE EX	\$35,734	0.05
031463	CAROLINA TEL AND TEL	406 BONNERS LN	\$11,870	0.08
033738	MOORE, WILLIAM PHILIP JR	510 W TENTH ST	\$154,553	0.37
033806	JONES, DANIEL A	1209 MYRTLE ST	\$57,393	0.14
034561	WILSON, EARL C	711 ATLANTIC AV	\$186,270	3.74

036920	CARRAWAY, JAMES ANTHONY	821 C DICKINSON AVENUE EX	\$57,097	0.33
038319	WELMONT	0 ALBEMARLE AV	\$5,500	0.11
038658	WILLIAMS, WALTER L	0 W TENTH ST	\$35,210	0.36
038982	WELMONT	807 ALBEMARLE AV	\$7,000	0.14
051944	LAWRENCE, CHARLES A	919 DICKINSON AVENUE EX	\$32,922	0.06
054459	BREAKTHROUGH REVIVAL CENTER CHURCH INC	917 DICKINSON AVENUE EX	\$34,405	0.05
054915	NICHOLLS, KIMBERLY MORRIS	201 W NINTH ST	\$31,028	0.14
057138	HOLLOMAN, OSCAR L	0 GRANDE AV	\$28,178	0.08
060257	BOWEN, BOBBY R SR	0 W FOURTEENTH AV	\$29,471	0.18
062397	MASSEY, CAROLYN ANN	1209 CHESTNUT ST	\$19,494	0.09
067546	KING CONVEN ENTERPRISES INC	912 W FIFTH ST	\$100,485	0.55
<b>TOTALS</b>			<b>\$20,674,519</b>	<b>82.75</b>



## Horizons

<b>Central</b>	<p>Acreage: 125      Developed Area: 62%</p> <p>Boundaries: Area H is the central focus area and includes Downtown Greenville. The area is bounded by the Tar River to the north; Reade Street to the east; Dickinson Avenue to the south; and the Seaboard Coastline railroad to the west.</p> <p>Intensive and mixed land uses characterize this area. Major features include: City of Greenville offices, the Pitt County Courthouse, Greenville Utilities Headquarters, City Hall, Town Commons, Central Business Area (Uptown Greenville), Cherry Hill Cemetery, Sheppard Memorial Library, Chamber of Commerce, Main Post Office, Bonners Lane, Greenville Police and Fire/Rescue Headquarters, Federal Courthouse, Downtown National Register Historic District, Pitt County Offices, Green Street and Pitt Street Bridges, Tar River south bank, and Town Creek.</p>
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### Management Actions:

- |  |  |
|--|--|
| <p><b>H1.</b> Expand office uses.</p> <p><b>H2.</b> Encourage consolidated parking and study feasibility of building a parking garage. Consider opportunities near the Town Commons.</p> <p><b>H3.</b> Develop more recreational opportunities at the Town Common; consider a pedestrian bridge to River Park North.</p> <p><b>H4.</b> Develop additional residential opportunities downtown.</p> <p><b>H5.</b> Develop the downtown as the cultural, recreational, and entertainment center of the City.</p> <p><b>H6.</b> Preserve Cherry Hill Cemetery as an historical landmark.</p> <p><b>H7.</b> Develop a streetscape project along Martin Luther King, Jr., Drive/5<sup>th</sup> Street.</p> <p><b>H8.</b> Plan for the development of an urban strollway connecting downtown to the Tar River.</p> <p><b>H9.</b> Protect the scenic viewscape on north bank of the Tar River across from the Town Common.</p> <p><b>H10.</b> Improve streetscape in downtown.</p> | <p><b>H11.</b> Provide additional parking in the downtown area and publicize the availability of parking.</p> <p><b>H12.</b> Increase the security downtown.</p> <p><b>H13.</b> Strengthen the link between downtown and major activity nodes in the area.</p> <p><b>H14.</b> Restore the historic character of appropriate downtown buildings.</p> <p><b>H15.</b> Expand the Town Commons' role as an activity center within the Greenville area.</p> <p><b>H16.</b> Develop a landscape/urban design plan for the downtown area.</p> <p><b>H17.</b> Develop downtown into a center for cultural activities and events.</p> <p><b>H18.</b> Increase the attractiveness of public and private parking lots in downtown.</p> <p><b>H19.</b> Continue the facade grant program.</p> <p><b>H20.</b> Enhance street lighting. The design of new street lights and the location of new lights, should be done according to downtown urban design plan.</p> <p><b>H21.</b> Consider creating a multi-module transportation center.</p> |
|--|--|

## Horizons

**H22.** Continue strict enforcement of downtown parking regulations.

**H23.** Consider assigning a “beat cop” to downtown.

**H24.** Consider establishing a National Register Historic District in the downtown area.

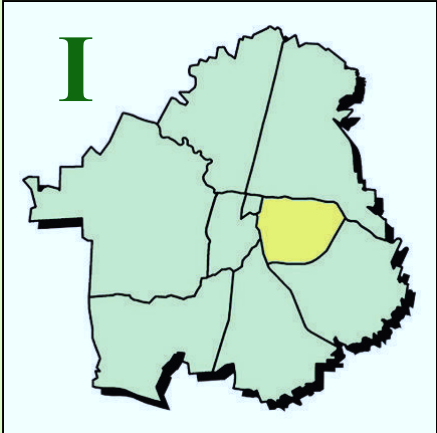
**H25.** Make downtown the focus of special events in the City; includes festivals, parades, and appropriate sporting events.

**H26.** Encourage development on edge of Town Commons.

**H27.** Encourage ECU to build residential or other buildings on land currently used for parking along Reade Street.

**H28.** Look for opportunities to renovate a historic building in the downtown core or the downtown fringe for use as a theater.

**H29.** Prohibit “public and/or private clubs” within the downtown subdistricts overlay.

<p><b>East Central</b></p>  <p style="text-align: center;">Acreage: 1,838 Developed Area: 80%</p>	<p>Boundaries: Tar River to the north; Greenville Boulevard to the east and south; Charles Boulevard and Reade Street to the west.</p> <p>The area includes: East Carolina University (main) Campus, On-Campus Housing, Dowdy Ficklin Stadium, Minges Coliseum (athletic fields), Green Springs Park, Jaycee Park, Greenwood Cemetery, abandoned City landfill, State Highway Patrol Headquarters, Peppermint Park, Woodlawn Park, Green Mill Run and Greenway Trail, and Tar River south bank. Neighborhoods include: Tar River Neighborhood, Wilson Acres, College View, Elmhurst, Green Springs, Rocksprings, Brookgreen, Forest Hills, East Haven, Englewood, Loghill, Colonial Heights, Speight, Twin Oaks, Kings Row Apartments, College Court, Cypress Glen, River Walk, Forbes and Gilbert, Wesley Commons residential area, Tar River Apartments, Dogwood Hollow Apartments, Beverly Manor Apartments, Village Green Apartments, Woodcliff Apartments, Waldrop and Wilson, Dunn, Kingsbrook, Village East, University Condominiums, Kingston Place Apartments, Cedar Pointe, and College View Apartments.</p>
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### Management Actions:

**I 1.** Expand after-school recreational and educational opportunities at Elm Street and Jaycee Parks.

**I 2.** Preserve the historical, architectural, and single-family character of the College View and University neighborhood.

**I 3.** Investigate alternative uses for the old City landfill.

**I 4.** Widen 14<sup>th</sup> Street from Charles Boulevard to Greenville Boulevard.

**I 5.** Develop and implement a tree planting plan – College View neighborhood, 10<sup>th</sup> Street, and Charles Boulevard.

**I 6.** Extend Brownlea Drive to connect with 14<sup>th</sup> Street.

**I 7.** Investigate mechanisms for addressing parking problems in the Tar River neighborhood.

**I 8.** Extend Green Mill Run greenway improvements to Tar River.

**I 9.** Preserve tree canopy appearance of Fifth Street.



SIDLEY AUSTIN LLP  
787 SEVENTH AVENUE  
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(212) 839 5300  
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FOUNDED 1866

March 29, 2010

Mr. David Holec  
City Attorney  
City of Greenville  
200 West Fifth Street  
Greenville, NC 27858

Re: Use of Center City Revitalization Bonds proceeds

Dear Mr. Holec:

This letter is a follow up to our March 25, 2010 conversation relating to the use of unspent Center City Revitalization Bonds proceeds ("Center City Unspent Proceeds") from the City of Greenville's (the "City") November 14, 2006 General Obligation Public Improvement Bonds, Series 2006 issuance. Specifically, the City is considering using Center City Unspent Proceeds to finance the purchase of a building to be made into a Science Center (the "Science Center") outside of the Center City revitalization area ("Center City"). The Science Center is located in close proximity Center City, and it is anticipated that the Science Center would contribute to the Center City revitalization.

You requested advice as to whether the proposed use of Center City Unspent Proceeds to finance the Science Center would comply with the intent of the approved bond order and voter approved bond referendum question (collectively, the "Authorization").

On November 2, 2004 a majority of the voters approved the issuance of Center City Revitalization Bonds described in the bond referendum question set forth below:

Center City Revitalization Bonds

Shall the order adopted on August 23, 2004, authorizing not exceeding \$5,000,000 Center City Revitalization Bonds of the City of Greenville, North Carolina, for the purpose of providing funds,



Mr. David Holec, City Attorney

March 29, 2010

Page 2

together with any other available funds, *for acquiring and improving land in the Center City revitalization area including downtown and other revitalization areas within the City*, including the acquisition, demolition, rehabilitation and construction of structures, housing facilities, streets, sidewalks and public utilities; and authorizing the provision of loans, grants and other programs of financial assistance to persons of low or moderate income and small businesses in such areas; and authorizing the levy of taxes in an amount sufficient to pay the principal of and the interest on the bonds, be approved?

A reasonable interpretation of the italicized language above is that Center City Revitalization Bond proceeds can be spent in "*other revitalization areas within the City*" and do not have to be spent solely in the land area designated by the City as Center City. We feel that should City Council make a finding that using Center City Unspent Proceeds to finance the Science Center will promote the Center City revitalization efforts, such use of Center City Unspent Proceeds will be in compliance with and be consistent with the intent of the Authorization of the Center City Revitalization Bonds.<sup>1</sup>

If you have any questions or need an additional information relating to this topic, please do not hesitate to contact me.

Best regards,

A handwritten signature in black ink that reads "Eric Hebert".

Eric Hebert

cc: A. Francis Robinson, Esq.

---

<sup>1</sup> See *Coggins v. City of Asheville*, 278 N.C. 428 (1971). The City of Asheville, North Carolina financing a single joint facility (including the renovation of an existing facility) from the proceeds of voter approved bonds did not deviate from the general purpose for which the bonds were to be issued despite the contemplation in the voter approved bond ordinances that two separate facilities would be constructed.

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Mayor Pat Dunn and the Greenville City Council Members  
200 West 5th Street  
Greenville, NC 27834

Dear Mayor Dunn and Greenville City Council Members:

I am writing to express Taff Office Equipment Co.'s full support for the pending council decision regarding the acquisition of the former Pugh's tire location as the site for the development of the GO-Science Regional Science Center.

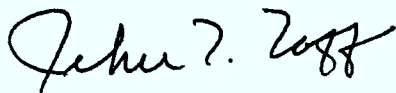
GO-Science has over 2 Million dollars worth of interactive science and technology exhibits in storage in Greenville, NC that they will make available to our community at this location. In addition, they have the only full-dome digital planetarium in Eastern, NC that will also be available on-site.

The development of a Science Center in Greenville will help our city not only educationally but economically. A recent study by the North Carolina Grassroots Science Museum Collaborative indicated that for every \$1 of public funds invested in Science Museums in North Carolina another \$14.80 is generated in economic flow-on return. This is not an expense of public funds but rather an investment of public funds both economically and educationally.

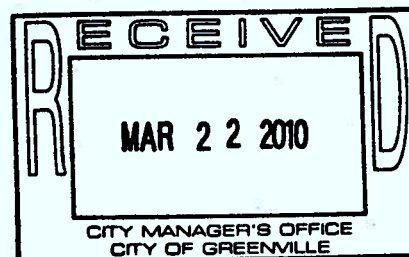
The study of Science Center developments in NC revealed that 83.7% of successful science center developments were founded by a facility collaboration between the host city and the museum. This study revealed that this type of arrangement is the best practice for developing a Science Center and we should adhere to this established best practice.

Go-Science has the experience, leadership, and strategic plan to develop a regional science center that will help to transform Greenville and provide unprecedented inclusiveness and access for the great diversity that exists in our community. I urge you to vote in support of the property acquisition for the Go- Science Center on April 5<sup>th</sup>.

Sincerely,



Jehu Taff  
President  
Taff Office Equipment Co., Inc





March 24, 2010

Mayor Pat Dunn and the Greenville City Council Members  
200 West 5th Street  
Greenville, NC 27834

Dear Mayor Dunn and Greenville City Council Members:

We are writing to you to express Uptown Greenville's support for the pending council decision regarding the acquisition of the former Pugh's tire location as the site for the development of the GO-Science Regional Science Center. The site would offer a historic setting for GO-Science and position the center as one of the main cultural anchors for Greenville's Center City.

GO-Science has over 2 Million dollars worth of interactive science and technology exhibits in storage in Greenville, NC that they will make available to our community at this location. In addition, they have the only full-dome digital planetarium in Eastern, NC that will also be available on-site.

The development of a Science Center in Greenville will help our city not only educationally but economically. A recent study by the North Carolina Grassroots Science Museum Collaborative indicated that for every \$1 of public funds invested in Science Museums in North Carolina another \$14.80 is generated in economic flow-on return. This is not an expense of public funds but rather an investment of public funds both economically and educationally.

The Uptown District is a perfect location for GO-Science and Uptown Greenville believes that locating the science center in the heart of the Center City District will further revitalization efforts for our community. Locating GO-Science in the district will provide easy access for neighboring families to walk to the center, and will serve as an attraction to draw visitors to our community.

A study of Science Center developments in NC revealed that 83.7% of successful science center developments were founded by facility collaboration between the host city and the museum. This study revealed that this type of arrangement is the best practice for developing a Science Center and we should adhere to this established best practice.

Some of the most well-loved science centers are located within active downtown business districts. Uptown Greenville is rapidly becoming a beautiful and vibrant arts district. We hope that you will support GO-Science as we believe the center will lead to continued success for both the Uptown district and our community.

GO-Science has the experience, leadership, and strategic plan to develop a regional science center that will help to transform Greenville and provide unprecedented inclusiveness and access for the great diversity that exists in our community. I urge you to vote in support of the property acquisition for the GO-Science Center on April 5<sup>th</sup>.

Sincerely,

Handwritten signatures of Denise Walsh and Eric Clark. Denise Walsh's signature is on the left and Eric Clark's is on the right.

Denise Walsh  
Executive Director

Eric Clark  
Board President

look. play. eat. shop. relax.

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Item # 11



Office of the Chancellor

East Carolina University  
105 Spilman Building • Greenville, NC 27858-4353  
252-328-6212 office • 252-328-4155 fax  
www.ecu.edu

March 16, 2010

Mayor Pat Dunn and the Greenville City Council Members  
200 West 5th Street  
Greenville, NC 27834

Dear Mayor Dunn and Greenville City Council Members:

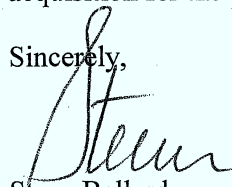
We write to express our full support for the pending council decision regarding the acquisition of the former Pugh's tire location as the site for the development of the GO-Science Regional Science Center.

The development of a science center in Greenville will help our city not only educationally but also economically. A recent study by the North Carolina Grassroots Science Museum Collaborative indicated that for every \$1 of public funds invested in science museums in North Carolina, another \$14.80 is generated. This is not an expense of public funds but rather an investment both economically and educationally.


We expect that the center will serve the students at East Carolina University well, and we look forward to its establishment.

GO-Science has the experience, leadership, and strategic plan to develop a regional science center that will help to transform Greenville and provide unprecedented inclusiveness and access for the diversity that exists in our community. I urge you to support the property acquisition for the GO-Science Center on April 5<sup>th</sup>.

Sincerely,



Steve Ballard  
Chancellor



Marilyn Sheerer  
Provost



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

**Title of Item:** Dickinson Avenue Corridor Pilot Grant Program

**Explanation:** In response to input from businesses along the Dickinson Avenue corridor and at the request of City staff, the Redevelopment Commission developed and approved a grant program intended to provide funds to commercial building and business owners along Dickinson Avenue for exterior repairs and site renovations. The grant would be available to business and building owners along Dickinson Avenue from 14th Street to Memorial Drive, an area not currently included in either the Façade Improvement Grant program administered by the Historic Preservation Commission or the Building Blocks Grant program administered by the Redevelopment Commission. A map depicting eligible properties in the grant area is attached. Although the area of eligibility for this grant program is proposed to be outside of the recognized redevelopment areas, the City Council can authorize the Redevelopment Commission to administer the program without amending the Redevelopment Plan. The new grant program would provide funds to commercial business and building owners for exterior repairs and improvements such as painting, replacing doors and windows, new signs, landscaping, and even repairs to parking lots associated with the business.

The grant program provides a direct grant of \$2,500 for eligible repairs and a dollar-for-dollar match of an additional \$7,500 for eligible repairs. A copy of the draft grant program guidelines is attached. Similar grant programs such as those referenced earlier have been used with great success both in Greenville and in other cities as a way to catalyze revitalization and leverage investment from the private sector.

At the Greenville Redevelopment Commission's February 2, 2010, meeting, Commissioners unanimously recommended adoption of the Dickinson Avenue Corridor Pilot Grant Program. Dickinson Avenue is a visible corridor in West Greenville and a key artery into Greenville's central business district. Improvements to commercial buildings in the corridor spurred by this program will improve the image of the area and may lead to even greater investment by the private sector.



**Fiscal Note:**

The Redevelopment Commission is not permitted to fund this program using 2004 General Obligation Bond monies since the area of eligibility is located outside of the Center City–West Greenville Revitalization area. City staff has identified \$10,000 within the Community Development Department's 2009-2010 fiscal year budget that may be used for a pilot grant cycle this spring.

The Community Development Department is also requesting funds in the draft fiscal year 2010-2011 and 2011-2012 plan budgets to continue the pilot program on a limited scale. It is possible staff will be able to use funds from the City's Community Development Block Grant program in future years to support the program on a larger scale.

**Recommendation:**

Approve the Redevelopment Commission's Dickinson Avenue Corridor Pilot Grant Program.

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

**Attachments / click to download**

- [Dickinson Ave. Corridor Project Map](#)
- [Redevelopment Commission Minutes](#)
- [Draft\\_dickinson\\_avenue\\_corridor\\_program\\_862351](#)

## Dickinson Avenue Corridor Grant Guidelines

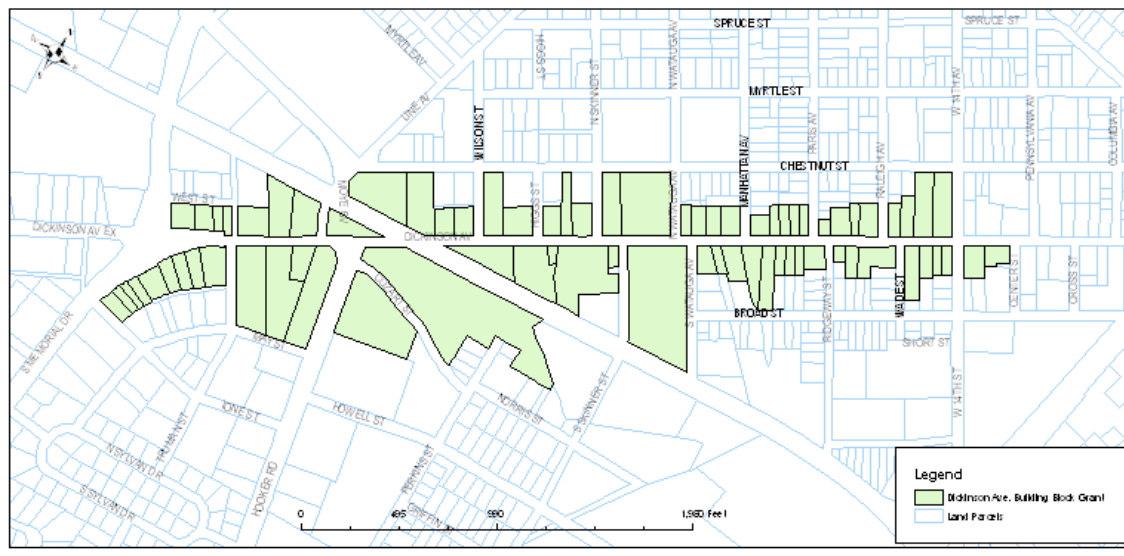
SPRING - 2010

### 1.0 INTRODUCTION:

Maintaining the architectural quality and aesthetic appeal of commercial and office structures along the Dickinson Avenue Corridor is an important part of the overall strategy to restore the economic vitality of West Greenville. Proper improvements to the exterior of individual buildings will help to develop an image that will invite additional investment into the area.

The Greenville Redevelopment Commission has developed this program in order to provide an incentive to property and business owners to make improvements to their properties. These guidelines should be followed by property owners, tenants, architects, and contractors involved in exterior improvements or rehabilitations to buildings along the Dickinson Avenue Corridor. (See Map 1 below.) These guidelines will be used by the Greenville Redevelopment Commission and associated staff in evaluating applications for Building Block grants.

The Dickinson Avenue Corridor Grant Program is an opportunity for both commercial and non-profit entities to obtain grant funds. Applications will be considered on the basis of available funds, and compliance with these guidelines.



Map 1

Applications will be accepted during two cycles. The fall application cycle will begin during September, with a spring application cycle slated to begin in March. Applications will receive consideration as long as funds are available.

## **2.0 PURPOSE**

The purpose of the Dickinson Avenue Grant Program is to provide an economic incentive to:

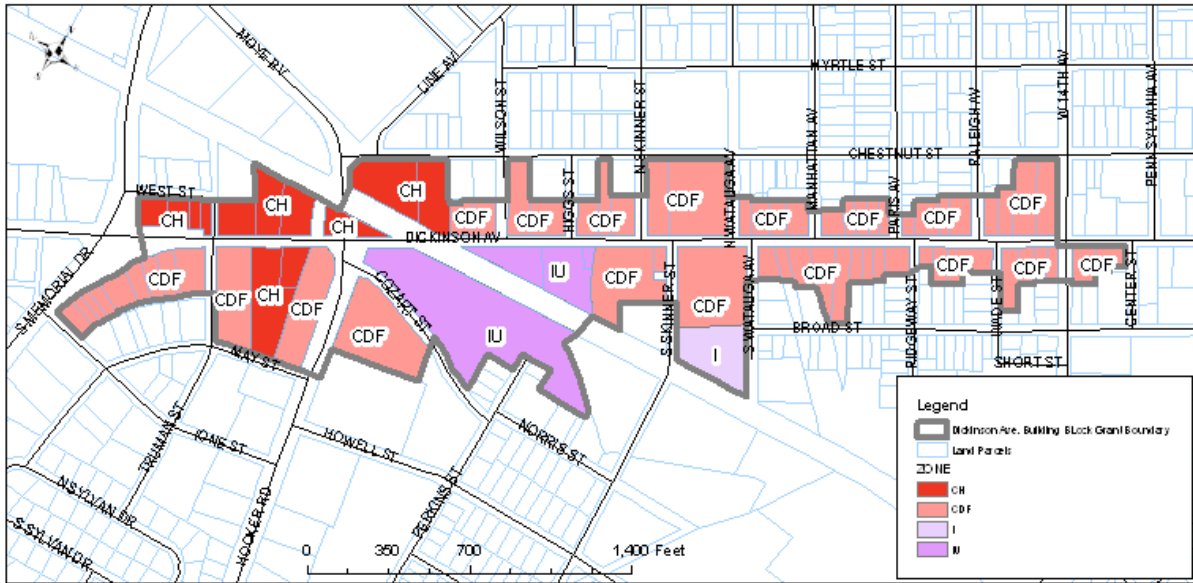
- ✧ Renovate and construct new building facades and adjoining common areas within the Dickinson Avenue Corridor Area (“Facade” is defined as the face of a building; that is, the front, side or rear elevation of a building)
- ✧ Encourage good design projects that capitalize on rehabilitation of the original fabric or design of existing properties.
- ✧ Preserve and enhance structures within the qualified area where the principal use is non-residential.

## **3.0 ELIGIBILITY**

- 3.1 Any owner or tenant of a building within the Dickinson Avenue Corridor Area is eligible to apply for the Building Blocks grant to complete a new project. The program will not provide reimbursements for work completed prior to application. Buildings that are solely used as a private dwelling are not eligible unless the structure is being converted to a conforming, non-residential use.
- 3.2 Owners and tenants may request incentive grants separately; however, any tenant must have the owner’s written permission attached to the application, and only one application per building is eligible for approval (subdivided buildings will be reviewed according to building code specifications).
- 3.3 All proposals must meet State building code requirements as well as City of Greenville code requirements; meet construction and material design guidelines as established herein; and adhere to the U.S. Secretary of the Interior’s Standards for Rehabilitation if applicable. (See below for eligible and ineligible activities; design guidelines can be found at the end of this program description).
- 3.4 Any exterior renovation proposals, be they entire facade rehabilitations, minor maintenance items such as repainting, or the replacement of building parts, is eligible for funding. It should be noted however that priority would be given to projects that make a highly visible contribution to the

enhancement of the Dickinson Avenue Corridor Area.

- 3.5 To be eligible for funding, proposed projects must be located within non-residentially zoned areas, and must be associated with land uses that are in compliance with the Dickinson Avenue Corridor Current Zoning Map, depicted in Map 2 below.



- 3.6 City/County taxes for a building where grant funds are requested cannot be delinquent. For any building with delinquent city/county taxes, the owner(s) must attach a receipt to show ad valorem taxes are current or must attach a copy of the work-out agreement with the Pitt County Tax Collector's Office.
- 3.7 The building or real property on which the building is located may not be condemned or in receivership.
- 3.8 Any exterior building or nuisance code violations must be remedied as part of the project.
- 3.9 Examples of projects eligible for funding include:
- ✧ cleaning of brick store fronts (chemical stripping, water wash, scraping);
  - ✧ painting;
  - ✧ repair/replacement of non-historic doors and/or windows;
  - ✧ installation of approved awnings;
  - ✧ repointing of brick;

- ✧ structural repairs;
- ✧ installation of appropriate signs as part of an overall project;
- ✧ authentic reconstruction and replacement of original architectural details
- ✧ removal of false fronts.
- ✧ landscape improvements
- ✧ walkways

3.10 Examples of projects that cannot be funded, either in whole or part by the grant program:

- ✧ sandblasting of exterior bricks;
- ✧ work that alters the historic significance of a structure
- ✧ roof repairs
- ✧ plumbing, sewer or drainage work
- ✧ interior items
- ✧ security systems

#### **4.0 FUNDING**

The grants are made as funding is available with the first \$2,500 made as a direct grant, followed by a dollar for dollar match of up to an additional \$7,500. Grant funds may be reimbursed upon presentation of receipt for services and materials, or by prior agreement, direct payments may be made to contractors based on work completion.

#### **5.0 APPLICATION AND SELECTION**

- 5.1 Applicants must complete an application inclusive of the property owner's signature (consent of mortgage holder or lien holder may be required) and return it to the grant coordinator.
- 5.2 Each application must be accompanied by two cost estimates from appropriate professional trades people, a picture of the façade or work area, construction plans or a diagram illustrating the proposed work, and a written description of the proposed work inclusive of an overall project budget.
- 5.3 Applications will be reviewed by the grant coordinator to ensure completeness. Fully completed applications turned in by the applicable deadline will be reviewed and scored by the Greenville Redevelopment Commission, with funds allocated as available to the highest scoring applications.
- 5.4 All applicants will receive notification via U.S. Mail as to the status of their grant application. A contract form will be included for those applications that

received funding. Contracts must be signed **BEFORE** any grant payable work begins. Applicants have thirty days from the date of the contract to start work, apply for a building permit, or to submit a plan into the Site Plan Review process as applicable.

- 5.5 Grant applications for work on Locally Designated Landmarks must include an application for a Certificate of Appropriateness (COA) or a Minor Work Certificate of Appropriateness (MWCOA). COA's and MWCOA's are required for any type of exterior work on Locally Designated Landmarks.

## **6.0 DISBURSEMENT OF GRANT FUNDS**

- 6.1 All approved work must be completed within nine months of the date on the contract. Failure to meet this requirement may result in the loss of the grant. Extensions may be granted at the sole option of the Redevelopment Commission provided that a written extension request is received by the Grant Coordinator at least 30 days prior to expiration of the original nine-month contract period.
- 6.2 Upon project completion, evidence of payment such as copies of paid invoices and canceled checks must be submitted to the grant coordinator in order to claim reimbursement. As an alternative, and with prior agreement, direct payments may be made to contractors based on work completion.
- 6.3 Upon notice from the applicant, the grant coordinator will inspect completed work and will request checks to be issued for the amount of the grant as per the terms of the contract and per this program description.
- 6.4 A building may not receive more than one grant in any twelve month period.

## **7.0 SCORING**

7.1 All completed applications submitted prior to the expiration of any applicable deadline will be considered for funding. All applications will be scored based on the following general and special criteria, with the highest scoring applications receiving grants as funding is available.

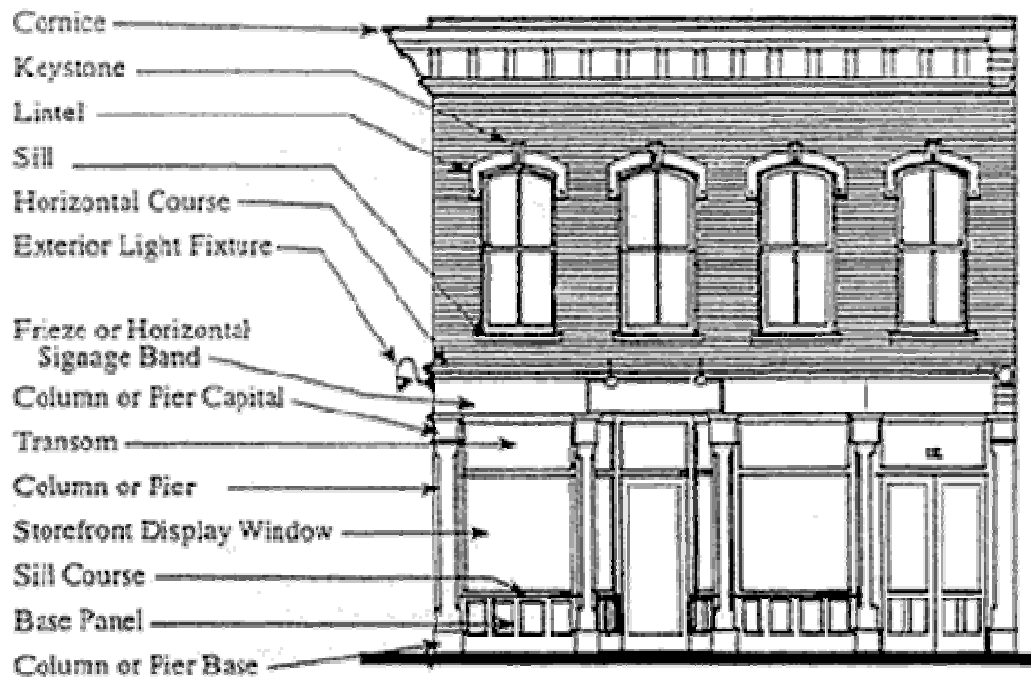
### **7.2 General Criteria**

- ✧ Economic Impact (0-10 Points) - Will the planned improvements provide an economic benefit to the Dickinson Avenue Corridor Area through the provision of expanded or new services or through the creation of jobs?
- ✧ Visual Impact (0-10 Points) – Are the proposed improvements visible from an adjoining street or public parking area; do they add to the aesthetic quality of the Dickinson Avenue Corridor Area; and will they help to remove a blighting influence?
- ✧ Architectural Impact (0-10 Points) – Do the proposed improvements conform to the spirit and intent of the Construction & Material Design Guidelines as well as to any applicable historic design standards?
- ✧ Project Design (0-10 Points) - Does the project appear to be well thought out, and, is the project description clear and concise inclusive of diagrams and photos?
- ✧ Project Budget (0-10 Points) – Does the applicant provide an accurate budget that realistically details the expenses of the project and includes a minimum of two contractor estimates?

## **8.0 BUILDING BLOCKS CONSTRUCTION & MATERIAL DESIGN GUIDELINES**

8.1 The following standards are to be applied to projects in a reasonable manner, taking into consideration economic and technical feasibility. Applicants should be aware that compliance with the guidelines is one of several scoring criteria for grant applications.

The diagram below is provided to illustrate various features of a building façade.



## 8.2 Structure

- ✧ Improvements should be designed to reveal a building's original style, form, and materials whenever possible.
- ✧ New construction, additions, and remodeling of existing buildings should relate to their surroundings and provide a sense of cohesiveness without strict uniformity.
- ✧ It should be noted that the quality of building materials varies widely, and that it is the quality of the finish materials and their application that determines compatibility. Applicants are strongly encouraged to use the highest quality facing materials possible along with materials that are compatible in quality, color, texture, finish, and dimension to those existing in the project area.
- ✧ Color should coordinate with neighboring buildings. The more intense hues of a color are discouraged. The use of more than one vivid color per building is discouraged. The use of colors that are disharmonious with other colors used on the building or found on the adjacent buildings is discouraged. Contrasting colors that accent architectural details and entrances encouraged.
- ✧ When using new brick, care should be taken to match the color and type of original brickwork.



- ✧ Use of decorative concrete block, applied false brick-veneer, vinyl or aluminum siding is strongly discouraged.
- ✧ The retention and repair of existing cornices is strongly encouraged whenever possible. The re-creation of missing cornices should be done with care, using historic photographs as a guide.
- ✧ Individual storefronts should be clearly defined by architectural elements such as pillars, piers or separations of glass.
- ✧ Use of roll down, or roll back security grates is strongly discouraged.
- ✧ Primary entrances should be clearly marked and provide a sense of welcome and easy passage from exterior to interior.
- ✧ Loading and service entrances should be located on the side or rear of buildings. They should be screened from public ways and adjacent properties to the greatest extent possible.

### 8.3 Windows

- ✧ Whenever possible, a building's original window pattern should be retained.
- ✧ Windows should be used to display products and services, and to maximize visibility in storefronts.
- ✧ Broken or boarded up windows should be repaired immediately as they can have a negative impact on the individual business and on the district.

### 8.4 Signs

- ✧ All signs must be in conformance with the City of Greenville's sign ordinance.
- ✧ Good signs have the following characteristics: legibility, clarity, attractiveness, durability, and good placement.
- ✧ Most buildings are designed with a defined sign space. The location of signs of appropriate size in these spaces is strongly encouraged.
- ✧ Plastic, illuminated signs are strongly discouraged. Consider attached, flat, or hanging signs lit with outside direct lighting.

- ✧ Signage can employ colors and typefaces that are designed to complement the unique character of a building façade, or they can be used creatively to add visual interest without altering a building's primary architectural style.

## 8.5 Awnings

- ✧ Awnings should be related to the shape and color of the building.
- ✧ First floor awnings should terminate no higher than one (1) foot below the second floor windows.
- ✧ Metal canopies are strongly discouraged, and their removal and replacement with fabric awnings are strongly encouraged. If installed or retained, they should be designed or treated in a manner that adds to the visual quality of the building.
- ✧ All awnings must meet code requirements for size, materials, projection, etc.

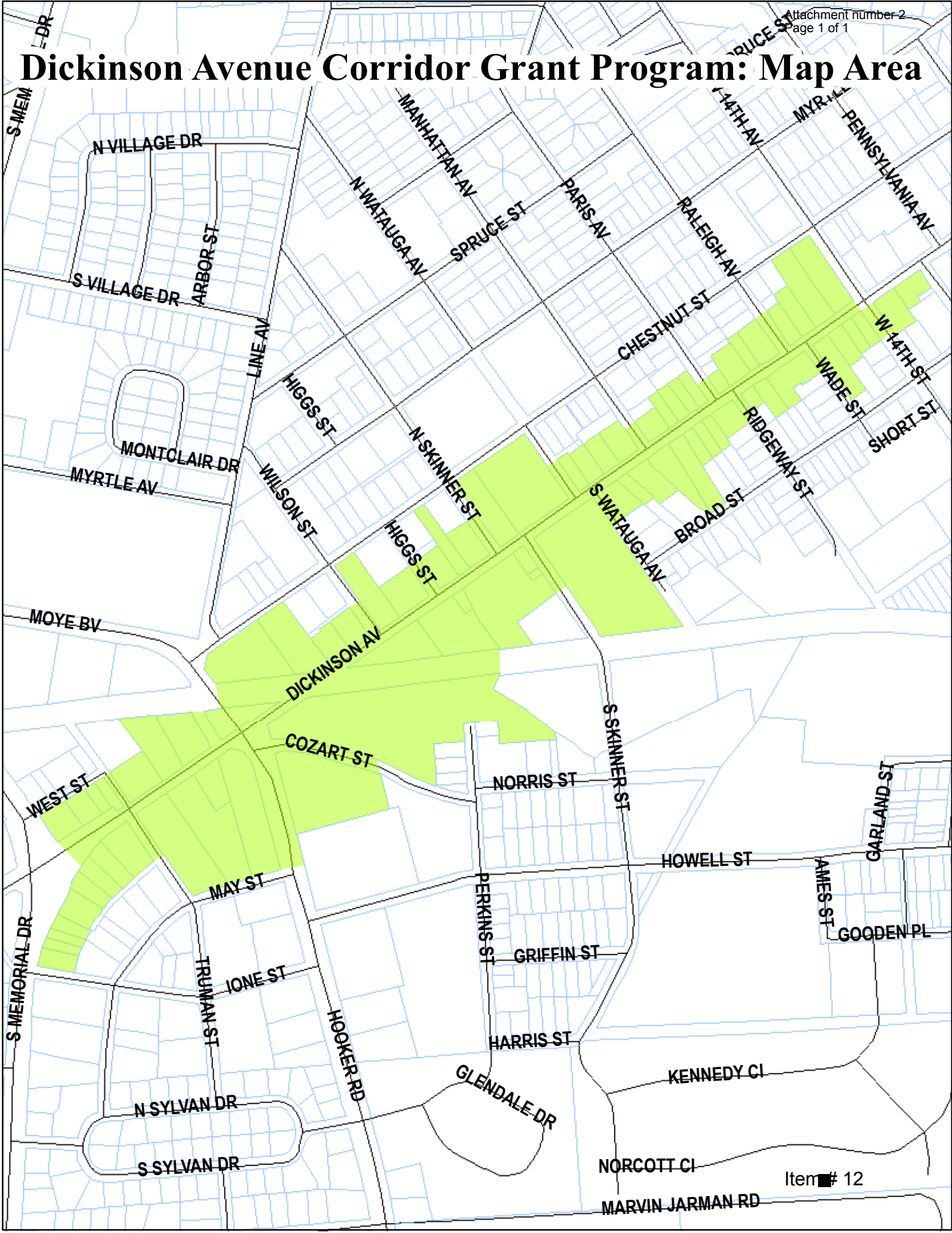
## 8.6 Lighting

- ✧ Exterior lighting should highlight building elements, signs, or other distinctive features rather than attract attention to the light fixture itself.
- ✧ Building lighting should provide an even illumination level. Flashing or pulsating lighting that can pose a hazard to passing motorists are prohibited by Greenville's codes.
- ✧ Lights that glare onto streets, public ways, or onto adjacent properties should be avoided as these are prohibited by Greenville's codes.

## 8.7 Electrical & Mechanical Equipment

- ✧ A building's mechanical, electrical and plumbing systems should be concealed completely from view from the street or sidewalk. If such equipment cannot be concealed, efforts should be taken to minimize their visual impact on building facades.
- ✧ Avoid placing air-conditioning units in windows or openings facing the street.

# Dickinson Avenue Corridor Grant Program: Map Area



Mr. Lewis: What is MSD?

Mr. Rees: MSD is a Municipal Services District that allows for public improvements and promotions.

Motion was made by Mr. Robert Thompson and seconded by Ms. Melissa Hill to endorse the Uptown Greenville contract for \$25,000 to be paid by the City of Greenville. Motion carried unanimously.

### **CONSIDERATION OF CENTER CITY DESIGN GUIDELINES**

Mr. Rees: Center City Design Guideline Committee members were Ms. Betsy Daniels, Ms. Inez Fridley, Mr. Albi McLawhorn, Mr. Justin Moore, Ms. Yaprak Savut, Ms. Myriah Shewchuk, and Mr. Tom Wisemiller. The goals of the Committee were to create an economically and culturally vibrant downtown; promote safety; reinforce public nature of downtown; and encourage quality design and building practices. According to the Center City – West Greenville Revitalization Plan (2006), “Design guidelines can be used to control the quality of future investment and to protect the values of existing properties and buildings.” A draft copy was brought before the Commission in December, so this is the second hearing on the guidelines. The Commission is being asked to adopt the Design Guidelines as an advisory document applicable to all development within the Center City Revitalization area.

Motion was made by Ms. Melissa Hill and seconded by Mr. Evan Lewis to adopt the Design Guidelines as an advisory document applicable to all development within the Center City Revitalization Area. Motion carried unanimously.

### **CONSIDERATION OF DICKINSON AVENUE CORRIDOR GRANT PROGRAM**

Mr. Jones: The proposed Dickinson Avenue Corridor Grant Program is being presented to the Commission tonight. The program is for up to \$10,000.00 to complete exterior improvements to buildings and grounds within the Dickinson Avenue Corridor Area with a \$2,500.00 direct grant and up to \$7,500.00 matching grant. It is an economic incentive to renovate and construct new facades and common areas, encourage good design and renovation projects, preserve and enhance buildings. Owners or tenants are eligible to apply for Building Blocks grants. There are two (2) grant cycles per year in March and September. Funding for the program comes from current adopted budget with City Council needing to approve future funding. The Redevelopment Commission is authorized by charter to operate the Dickinson Avenue area. The proposed program boundary is from South Memorial Drive to West 14<sup>th</sup> Street. No comments were received by Commission members on the program. Staff recommends adoption of the Dickinson Avenue Corridor Building Blocks Grant Program.

Motion was made by Mr. Robert Thompson and seconded by Ms. Melissa Hill to approve the Dickinson Avenue Corridor Grant Program. Motion carried unanimously.



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

**Title of Item:** Contract award for auditing services

**Explanation:** The City and Greenville Utilities Commission (GUC) have engaged the services of Martin Starnes & Associates, CPAs, P.A. since 2003. This firm was initially awarded the audit services contract in 2003 through a competitive procurement process for five years. The City's five-year contract with Martin Starnes & Associates expired with the completion of the 2006-2007 audit. Subsequently, the engagement contract was extended for two additional years. The Sheppard Memorial Library (SML), and the Greenville-Pitt Convention and Visitors Authority (CVA) are included in City and GUC's audit engagement contract.

Staff from the City, GUC, SML and CVA have been pleased with the services provided and the working relationship maintained with Martin Starnes & Associates; however, the City and GUC's management decided to issue "Requests for Proposals (RFP)" to audit firms since the original contract had expired. That process allowed the City and GUC to obtain competitive pricing as well as confirm the actual work quality and municipal/utility auditing experience that are expected to be provided during an audit engagement.

The City in conjunction with GUC, SML, and the CVA mailed twenty-four requests for proposals for auditing services on February 8, 2010. On Monday, February 22, 2010, the proposal responses were opened. Proposal responses were received from five firms:

- Clifton Gunderson, LLP
- McGladrey & Pullen, LLP
- Martin Starnes & Associates, CPAs, P.A.
- Dixon Hughes, PLLC
- Thompson, Price Scott, Adams & Co.

Auditing Services Selection Committee members included:

Thom Moton – Assistant City Manager, City of Greenville  
Tony Cannon – Assistant General Manager/COO, Greenville Utilities  
Commission  
Bernita Demery – Director of Financial Services, City of Greenville  
Jeff McCauley – Chief Financial Officer, Greenville Utilities Commission  
Kimberly Branch – Financial Services Manager, City of Greenville  
Keith Jones – Director of Financial Services and Accounting, Greenville Utilities  
Commission

The main criteria considered in the evaluation of the firms in order of importance were:

1. Municipal and utility audit experience,
2. Audit cost,
3. Firm references, and
4. Minority and women recruitment/participation.

After reviewing the proposals and contacting firm references, the Auditing Services Selection Committee interviewed McGladrey & Pullen, LLP; Martin Starnes & Associates, CPAs, P.A.; and Dixon Hughes, PLLC. After carefully reviewing all responses, verifying references, and conducting interviews, the Committee rated Martin Starnes and Associates as first and McGladrey & Pullen second.

The Audit Selection Committee recommends Martin Starnes & Associates be retained as auditors for the City, GUC, SML, and CVA and be awarded a five-year contract with the option to extend for two additional years.

Martin Starnes & Associates' capabilities are not limited to day to day audits, but expand to maintaining specialized skills, continuing education, and staff development. The firm's auditing experience and background includes:

- Ninety-five percent (95%) of their audit practice is dedicated to serving local governments within North Carolina---auditing 32 counties and 40 municipalities and other governmental agencies.
- Independence is maintained through the firm's policy of ensuring that all firm employees adhere to the independence rules, regulations, interpretations, and rulings of the American Institute of Certified Public Accountants (AICPA) and the NC State Board of CPA Examiners and that staff is routinely rotated on audit engagements.
- The founding partner and fifty percent (50%) owner of the firm is a minority and the firm actively recruits at African-American institutions of higher learning and firmly expressed its willingness to utilize the talents of local interns from ECU's College of Business.
- Served as reviewers for the Government Finance Officers Association (GFOA) Certificate of Excellence Program.
- Participates in the American Institute of Certified Public Accountants (AICPA) Quality Review Program.
- Charter member of the AICPA Governmental Audit Quality Center.

- Guest lecturer for continuing professional education seminars such as “ethics training” for UNC-CH School of Government, North Carolina Government Finance Officers Association (NCGFOA) and the North Carolina Association of Certified Public Accountants (NCACPA).

**Fiscal Note:**

	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
City of Greenville	\$ 41,000	\$40,000	\$ 39,000	\$ 38,000	\$ 38,000
Greenville Utilities Commission	28,000	28,000	28,000	28,000	28,000
Sheppard Memorial Library	4,500	5,000	5,500	6,000	6,000
Convention and Visitors Authority	4,500	5,000	5,500	6,000	6,000
Total	\$ 78,000	\$ 78,000	\$ 78,000	\$ 78,000	\$ 78,000

**Recommendation:**

The Auditing Services Selection Committee recommends Martin Starnes & Associates continue as auditors for the City, GUC, SML and CVA and be awarded a five-year contract, beginning with the fiscal year 2009-2010 audit with an option to extend services for two additional years.

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

Attachments / click to download



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

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**Title of Item:** Resolution accepting dedication of rights-of-way and easements for Allen Ridge, Revision of Section 1

**Explanation:** In accordance with the City's Subdivision regulations, rights-of-way and easements have been dedicated for Allen Ridge, Revision of Section 1 (Map Book 63 at Pages 196-197). A resolution accepting the dedication of aforementioned rights-of-way and easements is attached for City Council consideration. The final plats showing the rights-of-way and easements are also attached.

In follow-up to the information presented to the City Council on February 22, 2010, the attached spreadsheet provides the status for the remaining unaccepted public streets within the City of Greenville. Allen Ridge is proposed for acceptance. Staff is working with GUC to address items they may have regarding Park West. It was determined that Ashley Place was intended to be accepted as an NCDOT street and has been removed from the list of unaccepted streets. The developer of Brighton Place is completing the necessary repairs per a final inspection. Letters will be sent to each of the developers of Carrington Square, Firetower Commercial Park, North Campus Crossing, University Suites, and Westpointe with a list of items that need to be completed for acceptance.

Staff is identifying and preparing the lists. The unaccepted portions of streets within the Emerald Park subdivision currently do not have any residents on them and will be accepted upon completion of improvements.


**Fiscal Note:** Funds for the maintenance of these rights-of-way and easements are included within the FY 2009-2010 budget.

**Recommendation:** Adopt the attached resolution accepting dedication of rights-of-way and easements for Allen Ridge, Revision of Section 1.



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**Attachments / click to download**

 [Allen Ridge Revision of Section 1 Map](#)

 [April Right of Way Resolution 860128](#)

 [Unaccepted Public Streets 856905](#)

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RESOLUTION NO.  
A RESOLUTION ACCEPTING DEDICATION TO THE PUBLIC OF  
RIGHTS-OF-WAY AND EASEMENTS ON SUBDIVISION PLATS

WHEREAS, G.S. 160A-374 authorizes any city council to accept by resolution any dedication made to the public of land or facilities for streets, parks, public utility lines, or other public purposes, when the lands or facilities are located within its subdivision-regulation jurisdiction; and

WHEREAS, the Subdivision Review Board of the City of Greenville has acted to approve the final plats named in this resolution, or the plats or maps that predate the Subdivision Review Process; and

Attachment number 1  
Page 1 of 1

WHEREAS, the final plats named in this resolution contain dedication to the public of lands or facilities for streets, parks, public utility lines, or other public purposes; and

WHEREAS, the Greenville City Council finds that it is in the best interest of the public health, safety, and general welfare of the citizens of the City of Greenville to accept the offered dedication on the plats named in this resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Greenville, North Carolina:

Section 1. The City of Greenville accepts the dedication made to the public of lands or facilities for streets, parks, public utility lines, or other public purposes offered by, shown on, or implied in the following approved subdivision plats:

Allen Ridge, Revision of Section 1                      Map Book 63                      Pages 196-197

Section 2. Acceptance of dedication of lands or facilities shall not place on the City any duty to open, operate, repair, or maintain any street, utility line, or other land or facility except as provided by the ordinances, regulations or specific acts of the City, or as provided by the laws of the State of North Carolina.

Section 3. Acceptance of the dedications named in this resolution shall be effective upon adoption of this resolution.

Adopted the 5<sup>th</sup> day of April, 2010.

\_\_\_\_\_  
Patricia C. Dunn, Mayor

ATTEST:

\_\_\_\_\_  
Wanda T. Elks, City Clerk

## Unaccepted Public Streets/Rights-of Way within the City of Greenville

<u>Development</u>	<u>Developer</u>	<u>Street</u>	<u>Last Action/Date</u>	<u>Improvements needed</u>	<u>Status</u>
Allen Ridge (*)	Hodge & Morris, LLC	Allen Ridge Dr. Chestnut Ridge Ct. Egan Ct. Ellery Dr. Oak Ridge Ct.	Surety Expired 2-28-05	Turn Lane Right of Way	Pending City Council Acceptance
Ashley Place	Steve Krapata	Ashley Pl.	Surety Expired 2005	BMP	Pending NCDOT acceptance
Brighton Place	Brighton Park Apts, LLC	Brighton Park Dr. Melrose Dr.	Surety Expired 11-1-02	Asphalt Repair Storm Drainage	Developer completing repairs
Carrington Square	Russell Fleming	Lendire Way Rockport Dr.	Surety Expired 6-13-01	Curb Repair Asphalt Repair	Letter to developer in process Catch Basin Repair
Emerald Park	Columbia Rim Construction, Inc.	Emerald Dr. Jade Ln. Rhinstone Dr.	Surety Expired 2008	BMP Curb Repair	Awaiting completion (no residents)
Firetower Commercial Park (**)	Shenandoah Investment Group, LLC	Whitley Dr. South Square Dr	No Surety Issued	Curb Repair Asphalt Repair	Letter to developer in process
North Campus Crossing	Phillip Carroll	Bostic Dr. Burns Dr.	Surety Expired 10-21-06	Curb Repair Asphalt Repair	Letter to developer in process

\* Right-of-Way and Turn Lane was NCDOT requirement. NCDOT committed to complete improvements; therefore, a surety was not required for NCDOT required improvements.  
 \*\* The final plat was for the roads only. The road improvements were in place and the final acceptance was in process but had not been completed by the developer.

**Unaccepted Public Streets/Rights-of Way within the City of Greenville (continued)**

<u>Development</u>	<u>Developer</u>	<u>Street</u>	<u>Last Action/Date</u>	<u>Improvements needed</u>	<u>Current Status</u>
Park West	D.C. Development Co.	Park West Dr.	Surety Expired 10-18-97 Parkway Ct.	Curb Repair Asphalt Repair	Processing items with GUC
University Suites	Arthur Living Trust C/O Lois C. Arthur	University Suites Dr.	Surety Expired 12-10-04	Asphalt Repair	Letter to developer in process
Westpointe	White Oak Creek Condos, LLC	Westridge Ct.	Surety Expired 3-15-02	Curb Repair Asphalt Repair Storm Drainage	Letter to developer in process

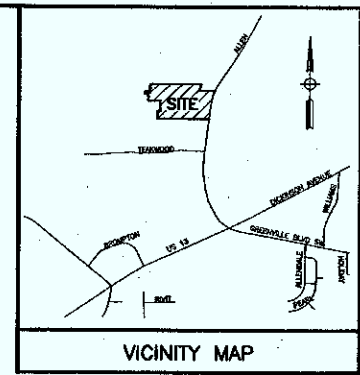
Doc ID: 303088002 Type: PDF  
 Recorded: 09/10/2008 at 04:14:40 PM  
 Fee Amt: \$42.00 Page 1 of 2  
 Pitt County, NC  
 July 4, 2011 Register of Deeds  
**63** **196-197**

**C/L CURVE DATA**

CURVE "A"	CURVE "B"	CURVE "C"	CURVE "D"
R= 230.00' Δ = 80°26'58" L= 322.95' T= 194.54' CH= N 61°43'28" W 297.05'	R= 1,000.00' Δ = 17°33'06" L= 308.34' T= 154.35' CH= N 85°49'36" W 305.14'	R= 1,000.00' Δ = 15°04'39" L= 263.15' T= 132.34' CH= N 83°03'49" W 262.40'	R= 1,000.00' Δ = 04°49'39" L= 84.28' T= 42.15' CH= N 82°56'19" W 84.23'
CURVE "E"	CURVE "F"	CURVE "G"	CURVE "H"
R= 235.00' Δ = 41°32'02" L= 170.35' T= 63.11' CH= N 57°35'55" W 166.65'	R= 230.00' Δ = 50°51'23" L= 204.15' T= 109.35' CH= N 62°15'35" W 197.52'	R= 1,000.00' Δ = 07°04'59" L= 123.62' T= 61.69' CH= N 85°08'47" W 123.54'	R= 1,000.00' Δ = 15°14'45" L= 266.09' T= 133.84' CH= N 83°13'40" W 265.31'
CURVE "I"	CURVE "K"		
R= 1,000.00' Δ = 6°09'46" L= 142.47' T= 71.36' CH= S 86°13'50" W 142.35'	R= 160.00' Δ = 19°05'12" L= 53.30' T= 26.90' CH= N 1°51'20" E 53.05'		

**LEGEND**

- R/W = RIGHT-OF-WAY
- B/B = BACK OF CURB TO BACK OF CURB
- EP = EXISTING IRON PIPE
- SIP = SET IRON PIPE
- ECM = EXISTING CONCRETE MONUMENT
- EPKM = EXISTING PARKER KALON NAIL
- SRKM = SET PARKER KALON NAIL
- R = RADIUS
- CH = CHORD
- PC = POINT OF CURVATURE
- PT = POINT OF TANGENCY
- LCC = POINT OF COMPOUND CURVATURE
- PRC = POINT OF REVERSE CURVATURE
- NPS = NO POINT SET
- PP = POWER POLE
- C/L = CENTERLINE
- SRRS = SET RAILROAD SPIKE



FINAL PLAT  
 SHEET 1 OF 2

# ALLEN RIDGE

## REVISION OF SECTION 1 GREENVILLE, ARTHUR TOWNSHIP, PITT CO., N.C.

**CURVE DATA**

CURVE	RADIUS	TANGENT	LENGTH	DELTA	DEGREE	CHORD	CHLEARING	CURVE	RADIUS	TANGENT	LENGTH	DELTA	DEGREE	CHORD	CHLEARING
C-1	190.00'	56.15'	109.19'	32°56'34"	307°0'20"	107.55'	N 61°54'09" W								
C-2	205.00'	4.67'	9.33'	2°36'28"	27°56'57"	9.33'	N 36°05'07" W								
C-3	283.00'	43.48'	86.95'	16°08'18"	22°02'13"	85.77'	N 46°19'31" W								
C-4	262.00'	33.52'	66.68'	14°41'25"	22°02'13"	66.45'	N 63°06'52" W								
C-5	39.00'	23.77'	40.21'	76°47'24"	190°59'09"	37.26'	N 32°06'54" W								
C-6	25.00'	11.18'	21.93'	46°11'23"	229°10'06"	20.41'	N 30°22'30" W								
C-7	50.00'	38.01'	65.60'	74°23'11"	114°35'30"	60.53'	N 17°13'37" E								
C-8	50.00'	23.65'	44.19'	90°36'02"	114°35'30"	42.76'	N 45°19'26" W								
C-9	60.00'	22.85'	45.29'	46°34'45"	114°35'30"	41.13'	S 89°03'40" W								
C-10	50.00'	23.78'	44.40'	50°32'40"	114°35'30"	43.85'	S 35°19'58" W								
C-11	50.00'	24.28'	46.21'	11°48'13"	114°35'30"	43.69'	S 16°04'25" E								
C-12	25.00'	11.18'	21.93'	46°11'23"	229°10'06"	20.41'	N 30°22'30" W								
C-13	30.00'	27.89'	45.06'	80°01'50"	180°59'19"	40.93'	S 49°17'47" W								
C-14	870.00'	3.22'	6.44'	02°24'46"	89°42'44"	6.44'	N 87°50'10" W								
C-15	870.00'	40.04'	80.04'	4°43'41"	89°42'44"	80.02'	N 84°56'37" W								
C-16	870.00'	16.72'	33.43'	1°58'29"	5°04'24"	33.43'	N 81°30'28" W								
C-17	870.00'	18.04'	36.08'	2°02'28"	1°58'29"	36.08'	N 81°30'28" W								
C-18	30.00'	31.85'	48.63'	92°52'41"	190°59'09"	43.46'	N 36°10'24" W								
C-19	35.00'	5.73'	11.28'	23°47'49"	229°10'06"	11.28'	N 33°09'51" E								
C-20	1030.00'	18.04'	36.08'	2°02'28"	114°35'30"	36.08'	N 81°30'28" W								
C-21	25.00'	10.29'	18.52'	44°43'55"	229°10'06"	19.03'	S 28°25'43" E								
C-22	50.00'	57.59'	96.80'	96°00'18"	114°35'30"	75.47'	N 31°47'31" E								
C-23	50.00'	23.72'	44.30'	56°46'01"	114°35'30"	42.61'	N 42°35'41" W								
C-24	50.00'	21.82'	41.15'	47°09'23"	114°35'30"	40.00'	S 88°28'34" W								
C-25	50.00'	25.11'	47.65'	54°35'56"	114°35'30"	45.88'	S 37°33'56" W								
C-26	30.00'	28.59'	42.49'	81°09'32"	180°59'09"	38.02'	S 50°50'13" W								
C-27	1030.00'	65.35'	130.48'	7°15'32"	5°33'45"	130.41'	S 87°45'45" W								
C-28	870.00'	7.81'	15.61'	0°52'26"	8°45'24"	15.61'	S 84°56'37" W								
C-29	870.00'	86.48'	173.22'	9°06'29"	8°45'24"	86.48'	S 87°37'28" W								
C-30	35.00'	42.73'	57.57'	102°51'40"	190°59'09"	48.11'	N 34°53'25" W								
C-31	136.00'	1.50'	3.02'	1°21'30"	42°28'29"	3.02'	N 20°43'11" E								
C-32	50.00'	4.04'	8.07'	4°53'30"	114°35'30"	8.04'	N 10°47'04" E								
C-33	50.00'	4.76'	9.51'	5°43'26"	114°35'30"	9.51'	N 14°11'26" W								
C-34	50.00'	21.82'	41.15'	47°09'23"	114°35'30"	40.00'	S 84°07'48" W								
C-35	50.00'	21.82'	41.15'	47°09'23"	114°35'30"	40.00'	S 89°42'48" W								
C-36	50.00'	21.82'	41.15'	47°09'23"	114°35'30"	40.00'	S 21°33'25" W								
C-37	50.00'	21.82'	41.15'	47°09'23"	114°35'30"	39.89'	S 25°34'32" E								
C-38	25.00'	17.65'	30.77'	70°31'44"	229°10'06"	28.97'	S 12°51'30" E								
C-39	185.00'	17.34'	34.58'	35°58'14"	35°58'14"	34.53'	S 16°02'38" W								
C-40	30.00'	25.30'	42.74'	81°32'24"	180°59'09"	39.21'	S 81°30'09" W								
C-41	1030.00'	33.89'	67.38'	7°44'50"	8°33'45"	67.38'	S 89°43'42" W								
C-42	1030.00'	39.71'	79.38'	2°46'56"	8°33'45"	79.38'	N 82°21'26" E								
C-43	870.00'	15.66'	31.32'	1°30'39"	8°45'24"	31.32'	S 84°24'44" W								
C-44	870.00'	45.14'	90.21'	5°19'43"	8°45'24"	90.21'	S 87°50'07" W								
C-45	870.00'	48.39'	96.77'	5°52'33"	8°45'24"	96.77'	S 87°50'07" W								
C-46	870.00'	23.21'	46.42'	2°39'20"	8°45'24"	46.42'	S 87°50'07" W								
C-47	870.00'	48.39'	96.77'	5°52'33"	8°45'24"	96.77'	S 87°50'07" W								
C-48	870.00'	45.14'	90.21'	5°19'43"	8°45'24"	90.21'	S 87°50'07" W								
C-49	870.00'	48.39'	96.77'	5°52'33"	8°45'24"	96.77'	S 87°50'07" W								
C-50	870.00'	48.39'	96.77'	5°52'33"	8°45'24"	96.77'	S 87°50'07" W								
C-51	1030.00'	33.89'	67.38'	7°44'50"	8°33'45"	67.38'	S 89°43'42" W								
C-52	1030.00'	39.71'	79.38'	2°46'56"	8°33'45"	79.38'	N 82°21'26" E								
C-53	870.00'	15.66'	31.32'	1°30'39"	8°45'24"	31.32'	S 84°24'44" W								
C-54	870.00'	45.14'	90.21'	5°19'43"	8°45'24"	90.21'	S 87°50'07" W								
C-55	870.00'	48.39'	96.77'	5°52'33"	8°45'24"	96.77'	S 87°50'07" W								
C-56	1030.00'	33.89'	67.38'	7°44'50"	8°33'45"	67.38'	S 89°43'42" W								
C-57	268.00'	6.97'	17.72'	0°04'24"	84°45'53"	17.72'	S 28°38'52" W								
C-58	870.00'	84.45'	169.81'	45°45'53"	28°38'52"	169.81'	S 55°45'53" W								
C-59	265.00'	6.03'	12.06'	0°03'00"	21°37'16"	12.06'	S 85°03'00" E								
C-60	265.00'	6.03'	12.06'	0°03'00"	21°37'16"	12.06'	S 85°03'00" E								
C-61	265.00'	44.14'	87.48'	16°44'47"	190°59'09"	87.48'	S 48°43'45" E								
C-62	30.00'	35.19'	51.89'	89°06'57"	190°59'09"	45.88'	S 06°46'10" E								
C-63	200.00'	71.27'	138.63'	39°13'27"	28°38'52"	134.27'	S 60°21'37" W								
C-64	300.00'	38.83'	76.71'	21°58'32"	28°38'52"	76.24'	N 69°02'19" W								
C-65	1030.00'	12.03'	24.06'	1°20'19"	5°33'46"	24.06'	N 78°43'17" W								
C-66	1030.00'	11.18'	21.93'	0°53'46"	5°33'46"	21.93'	N 81°50'43" W								
C-67	1030.00'	44.14'	87.48'	16°44'47"	190°59'09"	87.48'	S 48°43'45" E								
C-68	1030.00'	44.01'	87.96'	4°33'36"	5°33'46"	87.96'	S 87°50'07" W								
C-69	1030.00'	13.89'	27.38'	1°31'23"	5°33'46"	27.38'	S 85°03'00" E								
C-70	870.00'	30.46'	60.90'	3°35'50"	5°42'24"	60.89'	S 88°11'48" W								
C-71	870.00'	43.94'	87.82'	5°11'18"	5°42'24"	87.79'	N 80°24'42" W								
C-72	870.00'	45.14'	90.21'	5°19'43"	5°42'24"	90.21'	N 84°09'10" W								
C-73	870.00'	45.14'	90.21'	5°19'43"	5°42'24"	90.21'	N 81°00'23" W								
C-74	1030.00'	37.10'	74.18'	4°07'34"	5°33'46"	74.18'	N 82°35'17" W								
C-75	1030.00'	9.01'	18.02'	0°46'47"	5°33'46"	18.02'	S 82°53'49" E								
C-76	870.00'	40.18'	80.31'	4°44'30"	5°44'53"	80.29'	S 82°53'49" E								
C-77	1030.00'	40.22'	80.40'	4°28'20"	5°33'46"	80.37'	S 82°45'39" E								
C-78	1030.00'	45.26'	90.50'	5°35'45"	5°33'46"	90.00'	S 87°30'04" E								
C-79	1030.00'	45.26'	90.50'	5°35'45"	5°33'46"	90.00'	S 87°30'04" E								
C-80	1030.00'	41.15'	82.30'	0°27'43"	5°33'46"	82.30'	S 84°37'42" E								
C-81	870.00'	36.07'	72.11'	4°15'33"	5°33'46"	72.05'	S 85°15'37" E								
C-82	870.00'	4.04'	8.07'	0°43'29"	5°33'46"	8.01'	S 85°55'42" E								
C-83	870.00'	40.12'	80.20'	4°44'14"	5°33'46"	80.18'	S 84°57'42" E								
C-84	870.00'	35.42'	70.81'	3°40'41"	5°33'46"	70.81'	S 84°57'42" E								
C-85	265.00'	8.01'	16.02'	0°20'13"	18°01'	16.01'	S 78°48'58" W								
C-86	265.00'	40.48'	80.92'	17°41'59"	22°02'13"	80.00'	N 89°34'12" W								
C-87	280.00'	40.19'	78.78'	17°34'54"	22°02'13"	78.48'	N 71°50'53" E								
C-88	280.00'	64.81'	127.21'	28°02'03"	22°02'13"	125.95'	N 69°47'37" E								
C-89	30.00'	19.66'	39.33'	66°31'29"	180°59'09"	32.91'	N 89°22'02" E								

**GENERAL NOTES**

- ALL AREAS CALCULATED BY COORDINATE GEOMETRY.
- THIS MAP IS OF A SURVEY THAT CREATES A SUBDIVISION OF LAND WITHIN A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.
- IRON PIPES TO BE SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED.
- THE DESIGNATION NOTED OVER WATER, SANITARY SEWER, GAS OR ELECTRIC LINES IS FOR THE PURPOSE OF ESTABLISHING THE WIDTH OF SAID EASEMENT. THE EASEMENTS ARE NOT EXCLUSIVE AND WILL PERMIT THE INSTALLATION OF WATER, SANITARY SEWER, GAS AND ELECTRIC LINES WITHIN THOSE DESIGNATED WIDTHS.
- THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARDOUS AREA AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. REF: FIRM 3720486700 J, DATED 01/02/04.
- MAINTENANCE OF ISLANDS AND MEDIANS IN THE RIGHT-OF-WAY IS THE RESPONSIBILITY OF THE PROPERTY OWNERS ASSOCIATION.
- THIS MAP WAS REVISED IN ORDER TO REMOVE A PORTION OF ALLEN RIDGE DRIVE AND TO UPDATE ADJOINERS AND OWNER, ALL OTHER INFORMATION REMAINS THE SAME AS RECORDED IN MAP BOOK 62, PAGES 102-102A OF THE PITT COUNTY REGISTRY.
- NO PERMANENT STRUCTURE(S), INCLUDING BUT NOT LIMITED TO SUBDIVISION SIGNAGE, FENCES OR STORAGE BUILDINGS, SHALL BE CONSTRUCTED OR LOCATED IN ANY DRAINAGE EASEMENT SHOWN ON THIS PLAT WITHOUT PRIOR APPROVAL FROM THE CITY OF GREENVILLE PUBLIC WORKS DEPARTMENT.

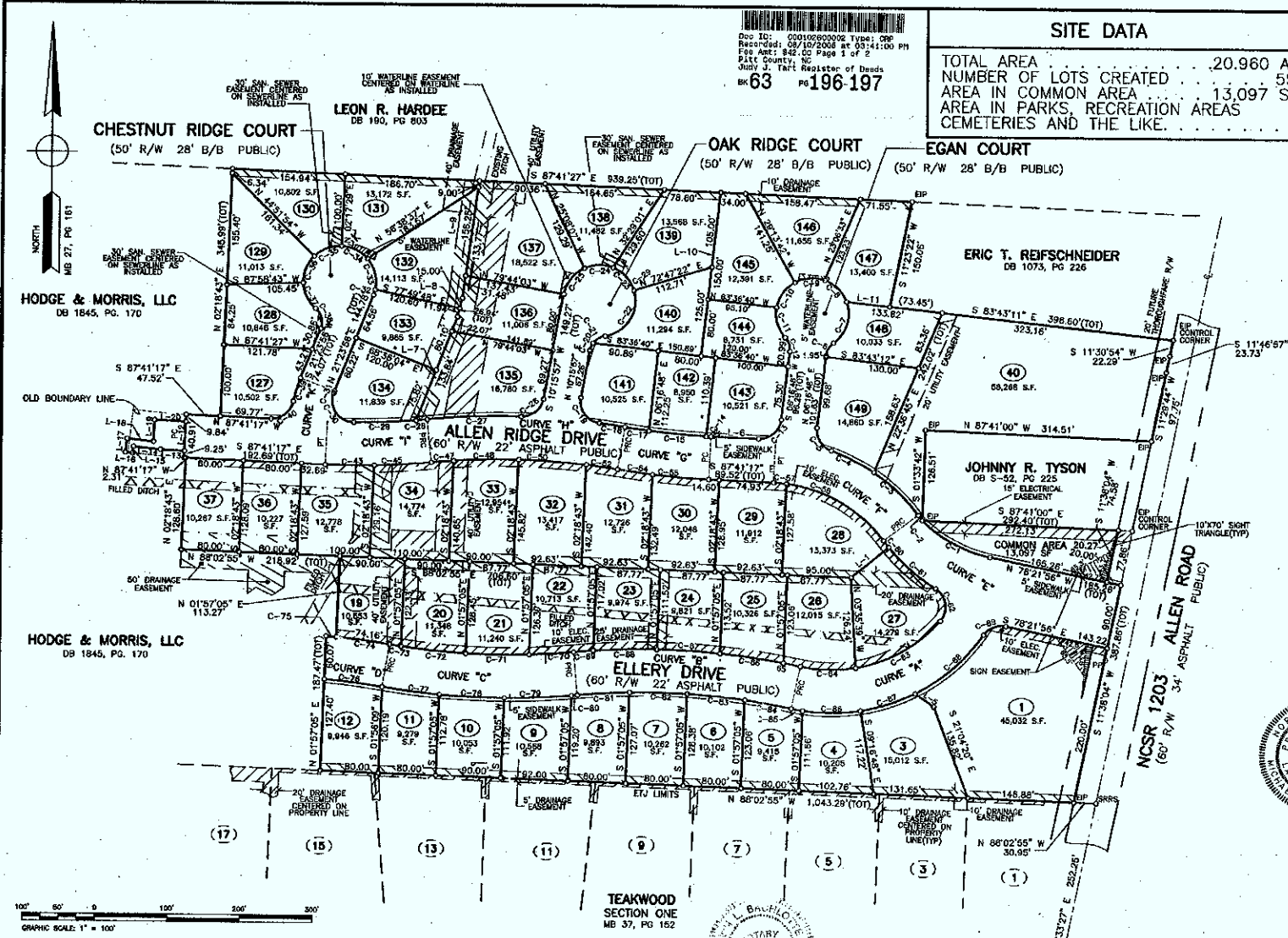
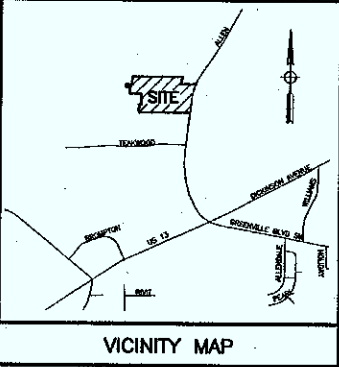
**Baldwin and ASSOCIATES**  
 ENGINEERING, LAND SURVEYING  
 AND PLANNING  
 1015 CONFERENCE DRIVE  
 GREENVILLE, NC 27658  
 (252) 756-1380



Doc ID: 000102603002 Title: 63  
 Recorded: 08/10/2008 at 03:41:00 PM  
 File Amt: \$42.02 Page 1 of 2  
 Pitt County, NC  
 Unit: 1 Tax Register of Deeds  
 Br 63 Pg 196-197

**SITE DATA**

TOTAL AREA . . . . . 20.960 AC.  
 NUMBER OF LOTS CREATED . . . . . 55  
 AREA IN COMMON AREA . . . . . 13.097 SF  
 AREA IN PARKS, RECREATION AREAS  
 CEMETERIES AND THE LIKE . . . . . 0



**CALL TABLE**

L-1	S 60°33'39" W	67.35'
L-2	S 12°27'07" W	39.88'
L-3	S 18°08'13" W	36.53'
L-4	S 22°48'26" W	37.37'
L-5	S 55°18'51" E	31.76'
L-6	N 87°41'17" W	65.81'
L-7	S 21°23'56" W	155.92' (TOT)
L-8	S 13°39'50" W	26.94' (TOT)
L-9	S 07°43'30" W	165.25' (TOT)
L-10	S 09°18'49" W	230.00' (TOT)
L-11	N 83°43'11" W	60.17'
L-12	N 02°18'43" E	60.00' (TOT)
L-13	N 86°53'38" W	33.01'
L-14	N 84°11'40" W	37.48'
L-15	S 08°34'35" W	9.10'
L-16	N 82°54'17" W	10.00'
L-17	N 07°05'43" W	18.87'
L-18	S 84°11'40" E	36.40'
L-19	N 82°42'31" E	30.10'
L-20	S 87°12'29" E	43.27'



**CERTIFICATION**  
 I, MICHAEL L. BALDWIN CERTIFY THAT UNDER MY DIRECT SUPERVISION FROM AN ACTUAL FIELD SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK PAGE ETC (OTHER) THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK PAGE. THAT THE RATIO OF PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES IS IN ACCORDANCE WITH 26-47-33 AS AMENDED. WITNESS MY HAND AND SEAL THIS 10th DAY OF FEBRUARY, AD 2008.

SIGNED: *[Signature]*  
 REGISTRATION NO. L-3082

**REVIEW OFFICER'S CERTIFICATE**  
 REVIEW OFFICER OF PITT COUNTY, CERTIFY THAT THE MAP OR PLAN TO WHICH THIS CERTIFICATION IS APPLIED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER: *[Signature]* DATE: *[Date]*

NORTH CAROLINA - PITT COUNTY  
 FILED FOR REGISTRATION THIS 10th DAY OF FEBRUARY, AD 2008, AT O'CLOCK P.M.  
 BY: DEPUTY REGISTER OF DEEDS

**FINAL PLAT** SHEET 2 OF 2

**ALLEN RIDGE**  
 REVISION OF SECTION ONE  
 REFERENCE: DEED BOOK 1820, PAGE 550, AND BEING A PORTION OF THE PROPERTY DESCRIBED IN DEED BOOK 1845, PAGE 170, DEED BOOK 1280, PAGE 111, DEED BOOK 1099, PAGE 645, DEED BOOK 1061, PAGE 575, AND DEED BOOK 908, PAGE 647 OF THE PITT COUNTY REGISTRY.

GREENVILLE, ARTHUR TOWNSHIP, PITT COUNTY, N.C.

OWNER: DARE VENTURES, LTD. 3115 CLEERE CT. GREENVILLE, NC 27658 (252) 355-1422	HODGE & MORRIS, LLC 1708 TRAWICK RD., SUITE 209 RALEIGH, NC 27604 (919) 250-6000
--	---

**OWNER'S STATEMENT**  
 THIS IS EVIDENCE THAT THIS SUBDIVISION IS MADE AT THE REQUEST OF  
 (SEE ABOVE SIGNATURES)  
 SWORN AND SUBSCRIBED BEFORE ME THIS 10th DAY OF Feb, 2008.  
*[Signature]*  
 NOTARY PUBLIC  
 MY COMMISSION EXPIRES: 03/26/09

**APPROVAL**  
 THIS FINAL PLAT NO. 05-18 WAS APPROVED BY THE SUBDIVISION REVIEW BOARD IN ACCORDANCE WITH TITLE 9, CHAPTER 5 OF THE GREENVILLE CITY CODE THE 10th DAY OF FEBRUARY, 2008.  
 MINOR ALTERATION  
 SIGNED: *[Signature]*  
 CITY PLANNING DEPT # 14

**DEDICATION**  
 THE UNDERSIGNED HEREBY ACKNOWLEDGES THIS PLAY AND ALLOTMENT TO BE THEIR FREE ACT AND DEED, AND HEREBY DEDICATES TO PUBLIC USE AS STREETS, PARKS, PLAYGROUNDS, OPEN SPACES AND EASEMENTS FOREVER ALL AREAS AS SHOWN OR SO INDICATED ON SAID PLAT.

SIGNED: (SEE ABOVE SIGNATURES)  
 ATTEST: *[Signature]*

**SOURCE OF TITLE**  
 THIS IS TO CERTIFY THAT THE LAST INSTRUMENT(S) IN THE CHAIN OF TITLE(S) OF THIS PROPERTY AS RECORDED IN THE PITT COUNTY REGISTRY AT GREENVILLE, NORTH CAROLINA IS:  
 DEED BOOK 1820 PAGE 550  
 DEED BOOK 1845 PAGE 170  
 DEED BOOK 1280 PAGE 111  
 DEED BOOK 1099 PAGE 645  
 DEED BOOK 1061 PAGE 575  
 DEED BOOK 908 PAGE 647

**OWNER'S STATEMENT**  
 THIS IS TO CERTIFY THAT THE LAST INSTRUMENT(S) IN THE CHAIN OF TITLE(S) OF THIS PROPERTY AS RECORDED IN THE PITT COUNTY REGISTRY AT GREENVILLE, NORTH CAROLINA IS:  
 DEED BOOK 1820 PAGE 550  
 DEED BOOK 1845 PAGE 170  
 DEED BOOK 1280 PAGE 111  
 DEED BOOK 1099 PAGE 645  
 DEED BOOK 1061 PAGE 575  
 DEED BOOK 908 PAGE 647

NC REGISTRATION NO. L-3082



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

**Title of Item:** Ordinance amending Section 12-1-18 of the Greenville City Code relating to obstruction of sidewalks

**Explanation:** Section 12-1-18 makes it unlawful for a person to obstruct any sidewalk owned or operated by the city. Obstruct is defined as "blocking, narrowing or otherwise impeding or in any manner contributing to the blocking, narrowing or impeding of the safe flow of pedestrian travel". A review of this ordinance indicates that two changes are recommended to be made. First, the ordinance's coverage should include sidewalks on all public streets not just city owned and operated sidewalks. Second, the penalty for a violation should be a civil violation rather than a criminal violation. Although the ordinance provides that a violation of the section is a criminal misdemeanor, this violation has traditionally not been processed criminally and, therefore, a civil violation is appropriate. In order to accomplish these changes, an amendment to the ordinance is necessary.

**Fiscal Note:** There is no significant fiscal impact relating to this ordinance.

**Recommendation:** Approve the attached ordinance which provides for a violation when obstruction occurs on any sidewalk within a public street and for a civil penalty for the violation of the city ordinance which makes it unlawful to obstruct a sidewalk.

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Attachments / click to download

[An Ordinance Amending Section 18 of Chapter 1 of Title 12 of the Greenville City Code 861352](#)

ORDINANCE NO. 10 –

AN ORDINANCE AMENDING SECTION 12-1-18  
OF THE GREENVILLE CITY CODE RELATING TO OBSTRUCTION OF SIDEWALKS

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

Section 1: That Section 12-1-18 of the Code of Ordinances, City of Greenville, is hereby amended by rewriting said section so that it shall read as follows:

**SEC. 12-1-18 OBSTRUCTION OF SIDEWALKS PROHIBITED.**

(A) *Definitions.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

*Obstruct/obstruction.* Blocking, narrowing or otherwise impeding or in any manner contributing to the blocking, narrowing or impeding of the safe flow of pedestrian travel.

*Sidewalk.* That portion of a public street between the curblines, or the lateral lines of a roadway, and the adjacent property lines intended for the use of pedestrians.

(B) *Prohibited acts.* It shall be unlawful for any person to obstruct any sidewalk.

(C) *Penalties.* Any violation of the provisions of this section shall subject the offender to a civil penalty in the amount of \$50. Violators shall be issued a written citation, which must be paid within 72 hours. If the person fails to pay the civil penalty within 72 hours, the city may recover the penalty including all costs and attorneys' fees by filing a civil action in the general court of justice in the nature of a suit to collect a debt.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3. Any part or provision of this ordinance found by a court of competent jurisdiction to be in violation of the Constitution or laws of the United States or North Carolina is hereby deemed severable and shall not affect the validity of the remaining provisions of the ordinance.

Section 4. This ordinance shall become effective upon its adoption.

This the 5th day of April, 2010.

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Patricia C. Dunn, Mayor



ATTEST:

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Wanda T. Elks, City Clerk



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

**Title of Item:** Ordinance amending Chapter 1 of Title 1 of the Greenville City Code which states the appeal process for civil citations unless an appeal process is otherwise specified

**Explanation:** The City currently has methods to allow a person who is cited with a civil citation to appeal or dispute the issuance of the civil citation. Depending on the ordinance being violated, the methods range from the ability to appeal to a board consisting of citizen appointees (such as when a zoning violation citation is appealed to the Board of Adjustment) to an informal appeal to the City employee who issued the citation and the City employee's supervisor when the ordinance being violated does not specify an appeal process. It is necessary that there be an appeal process available in order to comply with due process requirements.

Although the City does provide an available opportunity to appeal or dispute the issuance of civil citations, a review of these available appeal opportunities indicated the need to provide clarity that there is such an opportunity when the opportunity involves the informal method. Because of this, the attached ordinance has been developed to provide this clarity. The ordinance states the practice which currently exists that the informal process is available for violators of ordinances which are enforced by civil fines and for which another appeal process is not specified.

**Fiscal Note:** There is no fiscal impact relating to this ordinance which states the appeal process which currently exists.

**Recommendation:** Approve the attached ordinance which states the appeal process for civil citations unless an appeal process is otherwise provided.

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 [AN ORDINANCE AMENDING CHAPTER 1 OF TITLE 1 OF THE GREENVILLE CITY CODE BY ESTABLISHING AN APPEAL PROCES](#)

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ORDINANCE NO. 10 –

AN ORDINANCE AMENDING CHAPTER 1 OF TITLE 1 OF THE GREENVILLE CITY CODE WHICH STATES THE APPEAL PROCESS FOR CIVIL CITATIONS UNLESS AN APPEAL PROCESS IS OTHERWISE SPECIFIED

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

Section 1: That Chapter 1 of Title 1 of the Code of Ordinances, City of Greenville be and is hereby amended by adding a section to be numbered 1-1-20, which section reads as follows:

**SEC. 1-1-20 APPEAL PROCESS FOR CIVIL CITATIONS UNLESS OTHERWISE SPECIFIED.**

(A) The appeal process set forth in this section shall apply to the issuance of a citation as a result of a determination that a person has violated any provision of this Code of Ordinances which is enforced by the imposition of a civil fine unless this Code of Ordinances otherwise provides an appeal process which applies to the provision of the Code of Ordinances violated.

(B) Whenever a citation has been issued for a violation of a provision of this Code of Ordinances which is subject to the provisions of this section, the person who has been issued the citation may appeal the citation to the department head of the department which has issued the citation or the designee of the department head. The appeal shall be in writing, shall state the reason for the appeal, and shall be filed with the office of the department head within five (5) calendar days of the issuance of the citation. The department head or designee shall conduct an informal hearing with the person appealing the citation and consider matters presented by the person appealing the citation. The department head or designee shall provide a written decision on the appeal to the person appealing the citation.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3. Any part or provision of this ordinance found by a court of competent jurisdiction to be in violation of the Constitution or laws of the United States or North Carolina is hereby deemed severable and shall not affect the validity of the remaining provisions of the ordinance.

Section 4. This ordinance shall become effective upon its adoption.

This the 5th day of April, 2010.

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Patricia C. Dunn, Mayor

ATTEST:

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Wanda T. Elks, City Clerk



# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

**Title of Item:** Legislative Initiatives for the 2010 Session of the North Carolina General Assembly

**Explanation:** The North Carolina General Assembly will reconvene at noon on May 12, 2010. The 2010 Session is the "short" session, and the matters that may be considered are limited. In accordance with the Adjournment Resolution approved by the General Assembly, the following may be considered in the 2010 Session: bills directly and primarily affecting the state budget; constitutional amendments; bills introduced in 2009 that passed one chamber and were received in the other chamber in accordance with the rules; recommendations of study commissions and certain other named committees; certified non-controversial local bills submitted by established deadlines; appointments to state boards and commissions; matters authorized by joint resolution passed by a two-thirds majority of the members present and voting in each chamber; bills primarily affecting any state or local pension or retirement system; and bills to disapprove administrative rules.

Discussion by Council of issues and local acts which it desires to pursue with our local legislative delegation during this Session should occur at this time so that the City's legislative initiatives can be developed and identified. Upon Council reaching a consensus, resolutions for Council's consideration will be presented at its Thursday, April 8, 2010, meeting which will request the City's local legislative delegation to seek enactment of identified initiatives during the Session.

At its March 1, 2010, meeting, City Council approved a resolution which established one initiative to be included in the City's legislative initiatives. This resolution seeks enactment of legislation authorizing municipalities, at their option, to sponsor a public financing program for local elections. No further action on this initiative is required.

The City is not alone in its efforts to secure legislation which will assist it in

providing services to its citizens. The North Carolina League of Municipalities, in representing its more than 530 member cities, towns, and villages, promotes the common interests of municipalities in the General Assembly. Attached is a copy of the NCLM Advocacy Agenda 2009-2010 and the NCLM Core Municipal Principles 2009-1010.

Some potential legislative initiatives for Council to consider for this session or future sessions have been developed and are as follows:

### **Preservation of Municipal Revenue Sources**

Support efforts to preserve the existing revenue sources of cities. The primary focus of the 2010 Session will be adjusting the budget for the State. It is expected that there will be a significant revenue shortfall for the State which will need to be addressed. This will result in either a reduction of State expenditures or an increase in State revenues. In past sessions, proposals were considered which involved transferring municipal revenue sources to State revenue sources. Cities are reliant upon these revenue sources in order to provide services to their citizens. Any transfer of municipal revenue sources from cities will result in passing the State's budget problems onto cities. Cities, in turn, would then be required to either reduce services provided to citizens or increase revenues. It is important that existing municipal revenue sources be preserved.

### **Update of Current Law on City-Initiated Annexation**

Support the enactment of reasonable adjustments to the current law on City initiated annexation while retaining the general framework and principles of the current law. North Carolina's annexation laws have helped keep tax rates low for city residents and businesses, attract new jobs, and protect property values, the environment and bond and credit ratings. Cities provide services and amenities such as transportation, public safety, recreation, economic development, shopping and jobs which benefit not only city residents, but also those living outside the city. The current law is based upon the principle that urban areas near a city which benefit from city services and amenities should become a part of the city and help pay for the cost of the benefits which they are enjoying. The North Carolina League of Municipalities has pledged to work with legislators to develop reasonable amendments to the law. However, opponents to City-initiated annexations are seeking more extensive amendments which would result in many appropriate annexations not being accomplished. It is important that cities maintain the ability to annex on their own initiative when the area is developed to specified urban standards and the city is committed to providing municipal services. During the 2009 Session, the North Carolina League of Municipalities worked with legislators and developed reasonable amendments to the law which were included in House Bill 524. However, the bill was amended to include a provision which permitted a referendum on City-initiated annexations. The referendum is triggered by a petition from 15% of the registered voters in the combined area of the annexing city and the proposed annexation area. The referendum itself is also in the combined area, and there is a single count of votes (not separate votes in the city and in the annexation area). If

the referendum goes against the city, the city is not permitted to begin annexation proceedings for the affected area for at least five years. This referendum provision caused the League of Municipalities to change its position from supporting the bill to opposing the bill. The referendum provision is not considered as a reasonable adjustment which retains the general framework and principles of the current annexation law. The bill was approved by the House but was not acted upon by the Senate.

### **East Carolina University Capital and Operating Priorities**

Support East Carolina University in its efforts to receive its capital and operating priorities for Fiscal Year 2010-2011. Funding of these priorities will have a significant economic impact on the City of Greenville and, for some of the priorities, provide medical or dental service to under served populations of North Carolina. The capital priority is a request for \$15 million in planning funds for the design and construction of a new life science and biotechnology building which will involve a total cost of \$151.6 million. The operating priorities include (1) a request for an additional \$3 million for FY 2010-2011 (\$2 million has already been allocated for FY 2010 - 2011) for the Brody School of Medicine to provide indigent care; and (2) a request of \$11 million to assist in the implementation of the new School of Dentistry. The information sheets for ECU's capital and operating priorities for the 2010 North Carolina General Assembly are attached.

**Fiscal Note:** The development of the Legislative Initiatives will not have a fiscal impact.

**Recommendation:** Identify the initiatives which Council desires to include in its Legislative Initiatives so that resolutions for Council action at the April 8, 2010, meeting can be developed.

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

#### **Attachments / click to download**

- [NCLM Core Municipal Principles 2009-2010](#)
- [NCLM Advocacy Agenda 2009-2010](#)
- [East Carolina University Capital Projects](#)



# NCLM Core Municipal Principles 2009–2010

*The following principles provide a foundation for advocacy and strategic planning to ensure excellence in municipal government as our North Carolina cities and towns serve their citizens and promote a “hometown” quality of life unique to North Carolina communities:*

## **Adequate Municipal Authority**

*Municipalities need a broad grant of authority and flexibility to allow elected officials to make decisions that effectively and efficiently meet the ever-expanding needs of their citizens.*

Voters elect municipal officials to decide significant issues in the public interest, which varies within the unique context of each municipality. Accordingly, the League stands opposed to legislation preempting municipal authority and to measures designed to otherwise erode local control of significant municipal issues. Municipal grants of authority should be broadly construed to include supplemental powers reasonably necessary to carry out the functions.

## **Municipal Revenues**

*Sound municipal government requires preservation and enhancement of the existing tax and revenue structure.*

The property tax, state-collected local taxes and revenues, and various local option revenue sources are all integral components of a stable, reliable and balanced revenue stream for municipalities. State-collected revenues should be distributed reasonably and equitably, providing local elected officials autonomy to best determine their use. New revenues, including those that may be obtained through local option revenue sources, are essential to meet the future needs of municipal citizens, to provide the infrastructure necessary for vital public services, and to fairly apportion the costs of growth. It is also imperative that any lost or repealed revenues be replaced, retroactively if necessary.

## **Municipal Expenditures**

*Fiscal integrity and sound financial management require flexibility to borrow, invest and expend funds for public purposes.*

Cities are challenged to use the funds entrusted to them in the most efficient and responsible manner possible. Flexibility in financing options and expansion of municipal investment authority provide basic tools to help meet that challenge. The capacity to determine the nature and amount of an expenditure, based upon the totality of factors involved within the unique context of each city, is essential to economic efficiency and management. Cities need discretion to fund investments in infrastructure and local improvements such as affordable housing, redevelopment projects, and business and economic incentives.

## **Mandates**

*The state and federal governments should not enact burdensome and expensive mandates without adequate local authority, flexibility and additional financial resources for implementation and continuation.*

Mandates to perform functions or activities placed upon cities by the state or federal governments, either directly or through agency or administrative action, should be accompanied by funds for their implementation and continuation. Cities should not be required to appropriate funds for particular programs or functions, or to contract with private companies for public services. Management and human resources decisions must remain in the sound discretion of the municipal governing body.

MORE

## Open Government and Ethical Conduct

*All levels of government should adhere to principles of responsible open government and ethical conduct.*

The League supports the principle of openness in government and endorses the concept that meetings of governmental bodies should be open to the public. There are reasonable exceptions that should permit closed sessions when such limitations are in the public interest. Public records should also be available to the public with reasonable exceptions for protection of confidentiality that are in the public interest. Elected and appointed officials should adhere to standards of conduct that promote public confidence in our system of governance. Requirements regarding openness, access to records, conflict of interest and ethical conduct should apply across all levels of government to include state, county, and municipal bodies.

## Municipal Liability

*Fundamental rules pertaining to the liability of governmental entities should apply across all levels of government.*

Municipalities continually seek to provide a wide range of services to meet the needs of their citizens in furtherance of the public health, safety, and welfare. Accordingly, the League stands opposed to proposals placing burdensome liability upon municipalities, including measures that seek to erode well-established principles of immunity or other defenses, and to proposals unfairly imposing cost-shifting upon municipal taxpayers.

## Municipal Growth

*Healthy municipal centers are essential to the economic viability of the state. Municipalities must maintain the ability to expand and provide the higher level of services demanded by the citizens.*

Cities and towns are the economic engines of the state and must be permitted to grow in an orderly and reasonable manner that supports the continued economic development of the state. New growth in and around existing municipalities should utilize existing infrastructure for the most efficient use of public revenue. Annexation ensures that all those who benefit from a municipality through use of the infrastructure, municipal amenities, proximity to jobs, commerce, and cultural resources, bear a fair share of the cost of providing those services. The legislature should not permit a new incorporation whose primary purpose is to prevent a proposed annexation without evidence of its ability to provide the necessary services. Municipalities are encouraged to enter into agreements to foster inter-local cooperation and long-range planning.

## Municipal Services

*Municipalities require adequate authority and flexibility to finance, operate and manage essential services to protect public safety, promote sanitation, health and welfare, and improve the quality of life.*

In order to serve growing urban populations with water, sewer, transportation, police protection, fire protection, solid waste, stormwater, electricity, parks and recreation, public housing, and other services, municipalities need the autonomy to make appropriate management, human resources, financial, and operational decisions. With regard to enterprise services, municipalities must be free to determine appropriate rates and service areas, and free to determine when it is appropriate to enter into regional or multi-jurisdictional arrangements. State taxes or fees should not be imposed on municipal enterprise services. Furthermore, the power of eminent domain must be preserved as a means of acquiring property to provide municipal infrastructure, facilities, and services for the public benefit.

MORE

## Planning and Land Use

*Municipal planning authority must be maintained for sound growth, long-range planning and growth management.*

Long range municipal planning is an essential aspect of municipal health and economic viability. Vibrant, well-planned cities are the economic engines of the state, attracting new businesses and industries, while providing the quality of life expected by residents in and around municipalities. Public participation and private property rights are key elements of growth management. For this reason, the government closest to the people is the best venue for making land use decisions. Municipal authority must be maintained and enhanced to allow for more flexibility and options. Necessary tools for planning include the ability to zone, to review and approve buildings and new development, exercise extraterritorial jurisdiction, urban redevelopment, and economic development strategies. Municipalities must have the capability to protect and plan for infrastructure, as well as ensure that the public health, safety and welfare of the citizens are preserved.

## Environmental Protection

*For municipalities to be successful partners in environmental protection, environmental laws, practices and regulations must be science-based, feasible, and equitable, with flexibility to comply in the most cost-effective manner.*

Local governments are partners with state and federal agencies in protecting the environment and quality of life for our citizens, serving as both regulators and members of the regulated community. As regulators, municipalities need adequate authority to set standards, enforce requirements, and perform inspections. The discretion to impose more stringent requirements than the state when necessary to protect public health or the environment must not be impaired, and delegation of any state regulatory programs must be voluntary. The state should continue to provide technical assistance to local governments as well as its share of financial resources for the implementation of environmental programs. In supporting environmental programs, local governments as well as the state should maintain the ability to make reasonable, equitable, and justifiable adjustments in permitting and compliance fees to help recover the costs of regulatory programs.

As members of the regulated community, municipalities must be allowed full participation in the development of new environmental laws and regulations. Environmental laws, practices and regulations should be based on sound science, be technologically and economically feasible, apply equitably to all contributors of pollution, allow the flexibility to attain standards using those practices best suited to the topographical, hydrological, atmospheric, and other characteristics of the jurisdiction and provide incentives that recognize existing environmental programs. The state and federal governments should fully analyze costs associated with environmental requirements before adopting them.

# **NCLM Advocacy Agenda 2009–2010**

UPDATED FALL 2009

## **Advancement and Protection of Core Municipal Principles**

The League will advance and protect core municipal principles. These include ensuring a stable, reliable municipal revenue stream; maintaining the flexibility needed for sound fiscal management; advocating against unfunded, burdensome mandates; preserving local authority and decision-making; adhering to standards of ethical conduct and open government; providing wide-ranging services without overly burdensome liability; and ensuring citizens are well served through cost-effective, environmentally responsible operations, planning and land management.

## **Annexation for Fair, Managed Growth**

The League continues to support careful change to the long-standing municipal annexation laws in a way that provides for fair and equitable consideration of all citizens' needs and concerns and allows cities and towns to grow in an orderly manner.

## **Air Quality**

The League will seek legislation and administrative action to obtain technical assistance and to authorize the use of tools such as early action compacts to promote regional cooperation and assist nonattainment areas in complying with new ozone regulations.

## **Water Resources**

The League will seek legislation to provide for the gathering of data for all water withdrawals sufficient for basin-wide modeling and future allocation decisions. The League will seek amendments to water allocation legislation to provide for the appropriate duration of permits, protection of existing municipal withdrawals, autonomy in determining rate structure, and simplifying and integrating the state water and sewer funding process. The League will seek legislation or administrative changes to promote water reuse, including a redefinition of reclaimed treated water as a resource for non-potable purposes. The League will seek further study of water storage needs and methods, including surface and aquifer conservation and storage.

## **Municipal Incorporation Reform**

The League will seek legislation imposing more stringent requirements on new municipal incorporations and requiring an incorporation proposal to receive a positive recommendation from the Joint Legislative Commission on Municipal Incorporations in order to be considered by the General Assembly.

## **Infrastructure Financing**

The League will work to ensure that both short- and long-term solutions are developed and implemented to address critical infrastructure needs for roads, bridges, transportation systems, high speed broadband communications, water, sewer, stormwater systems, and affordable housing, without unwisely preempting local authority. These are the foundation for the high quality of life our citizens deserve and the future we wish to build in North Carolina. The League also will seek legislation to provide additional funds for key municipal infrastructure, including long term permanent sources of dedicated revenue, additional local option revenue sources, and state bond packages for infrastructure needs.

### **Energy/Sustainability**

The League will seek legislation to enhance the ability of municipalities to implement sustainable, energy-efficient practices and programs, and to remove obstacles to doing so, through incentives, funding and research. The League will further seek to clarify local government land use authority related to renewable energy facilities.

### **Alcoholic Beverage Control**

The League will seek further legislation to strengthen municipalities' ability to regulate inappropriate location of licensed alcohol establishments. Significant secondary effects have arisen from the inappropriate location of alcohol establishments. (Partially addressed by passage of HB 186, 2009)

### **Sanitary Sewer Overflows**

The League will seek legislation or administrative changes to address inequities and inconsistencies in the issuance of notices of violation and civil penalties for sanitary sewer overflows.

### **Stormwater Fees**

The League will seek legislation to codify the obligation of governmental agencies with regard to payment of local government stormwater utility fees for agency facilities.

### **Electronic Notices**

The League will seek legislation to authorize municipalities to use the option of electronic means to provide public notice for certain public hearings. Providing internet notice for select public hearings is today a more effective and efficient method for reaching interested citizens in many communities.

# East Carolina University... Tomorrow starts here.

## 2010 North Carolina General Assembly

### **ISSUE: START-UP OPERATING FUNDS – ECU SCHOOL OF DENTISTRY**

**REQUIRED OUTCOME:** The new School of Dentistry at ECU must have \$11 million of recurring operating funds in FY 2011 in order to open the school and begin admitting students in the fall of 2011.

**OUR CHALLENGE:** The new dental school's primary mission is to prepare the next generation of dentists to serve in the rural and underserved areas of North Carolina. To accomplish this mission, the new dental school will do the following:

- Recruit students from rural and underserved communities in our state;
- Provide an innovative curriculum that gives them special knowledge and experience needed to deliver care in underserved communities;
- Create community service learning centers to both educate the dental students and deliver much needed dental and oral health services in dentally underserved communities across North Carolina;
- Employ about 67 faculty + over 200 staff members in Greenville and in rural communities across North Carolina;
- Purchase services and supplies needed to operate our dental clinics from North Carolina companies.

**FACING THE FACTS:** In the midst of a difficult economic time, the school of dentistry was fortunate to receive \$3 million in recurring funding last year to keep the school on track for another year. Thus, in FY2011 a total of **\$11 million is required** to complete the remaining funding request of the UNC Board of Governors.

In order for the dental school to be granted initial accreditation it must be able to show accreditors that it has the operating funds to support the first two years of the dental program. Without these operating funds we will be unable to hire the faculty needed to create the curriculum and obtain initial accreditation, and open our doors to students. In addition, the employees needed to support the faculty and help run the community service learning centers cannot be hired without the requested funds.

**THE BOTTOM LINE:** In spite of being one of the most populated yet rural states, North Carolina ranks 47<sup>th</sup> in the US in dentists per capita. The diversity of NC dentists is also low. 32 out of 100 NC counties have 2 or fewer dentists per 10,000 people, and most dentists in rural communities are near or at retirement age. Dental disease (pain) is the leading cause of kids missing school. Dental disease is the most common health problem in the U.S. North Carolina must have the new ECU dental school up and running as soon as possible to fix these problems and serve the unmet dental needs of our State. Without required operating funds, it will not happen.

# East Carolina University... Tomorrow starts here.

## 2010 North Carolina General Assembly

### **ISSUE: INDIGENT CARE CHALLENGE – ECU BRODY SCHOOL OF MEDICINE**

**DESIRED OUTCOME:** East Carolina University (ECU) requests an additional \$3 million of recurring funding in FY 2011 to reimburse the Brody School of Medicine (BSOM) for direct costs incurred for providing medical care to indigent patients in eastern North Carolina.

**OUR CHALLENGE:** The school's tri-partite mission from the N.C. General Assembly includes access to health care for all people of eastern North Carolina, a 'social contract' that is the foundation of the school.

- Indigent patients of eastern North Carolina are increasingly dependent on the medical school's clinics for their care. Indigent patients are those that have no health insurance or have no way to pay for medical care.
- Despite continuing progress in operations improvement, cost containment, and pursuit of new sources of clinical income, the medical school is unable to **absorb the cost** of caring for these patients without recurring state funding.
- With significant cuts in reimbursement from government payors (amounting to nearly \$4.5 million in annual revenues), local and national physician shortages, and mounting capital needs, the medical school cannot remain fiscally viable and continue to provide **"free care"**.
- During times of economic recession, safety net services like the medical school see an ever-increasing proportion of indigent patients. Many of the indigent wait longer to seek medical care, therefore arriving with more severe illness that requires more resources. The safety net of patient care provided by the medical school for eastern N.C. is unable to keep pace with the demand.

BSOM sees nearly 20,000 individual indigent patients per year. Despite the financial challenges, it has never turned away a patient for inability to pay or for any other financial reasons.

**FACING THE FACTS:** While BSOM has excelled at its mission for over 30 years, the current model is not sustainable given the marketplace today. Providing a full range of health care services to indigent patients poses insurmountable financial challenges.

- Indigent patients have a higher proportion of chronic and complex medical conditions that consume medical resources at a **higher rate** than the population at large.
- Of all patients seen at BSOM:
  - 1 of every 7 patients has **no insurance**.
  - 1 of every 3 has no means of payment or is only covered by Medicaid.
- ECU's percentage of uninsured patients is **nearly double** that of the average private physician practice.
- The majority of indigent patients **fall below the federal poverty level** of \$17,600 (family of three).

**THE BOTTOM LINE:** The net losses incurred by ECU's BSOM in providing care for indigent patients throughout eastern North Carolina hinder the opportunities for the school to reinvest funds in education, patient care, research, and economic development in rural and underserved areas. A additional annual investment now by the state to support this underprivileged population will produce an immediate return on investment and avoid a greater burden in the future for taxpayers. Providing \$3 million in recurring funding in FY 2011 (in addition to the \$2 million appropriated in last year) for indigent care will enhance the school's ability to continue to sustain service, grow, and develop additional vital medical services for North Carolina. Without the requested appropriations for indigent care, erosion of the quality of the Brody School of Medicine may be inevitable.

**East Carolina University...Tomorrow starts here**  
*2010 ECU Capital Priority*  
*Life Sciences and Biotech Building*

**PURPOSE**

Construct a new **LIFE SCIENCES** and **BIOTECH BUILDING** to strengthen ECU's contributions to regional innovation, as well as job and investment creation. This facility will provide much needed space for training, discovery, industry/university partnerships, and innovation and commercialization. Specifically, it will:

- Address the State's critical STEM (Science, Technology, Engineering and Mathematics) workforce needs
- Strengthen recruitment and retention of higher-skilled, higher-paying jobs throughout the region
- Align ECU's research strengths with federal and private funding priorities
- Enable collocation and collaboration of university, industry and government partners within targeted clusters
- Catalyze development of ECU's Millennial Campus
- Contribute to the North Carolina Biotechnology Center's agriculture and life-sciences strategy for eastern N.C.

Taken together, these benefits will help to extend the state's spine of prosperity eastward to Greenville and all of eastern North Carolina.

**REQUEST**

East Carolina University requests \$151.6 Million in state appropriated funds to construct a life sciences and biotechnology building that is critical to the future success of the region (BOG approved project).

**ANTICIPATED FACILITY SPECIFICATIONS**

- Cost: \$151.6 Million
- Estimated Size: Approximately 200,000 sq. ft. of research, innovation and training space
- Planned university occupants: Biology, Microbiology, Biochemistry, Nutrition/Food Science, Physics, and Bioengineering departments
- Other Occupants: Industry and government partners from industry clusters targeted for job and investment creation

**DESIRED OUTCOMES**

Just as in the 1950's when Research Triangle Park was established, North Carolina must continue to invest in a diversified, competitive economy fueled by knowledge-driven industries that provide higher-skilled, higher-paying jobs. Additionally, the direct correlation between successful economic regions and the presence of vibrant research universities is well documented. Prior strategic investments at NC State, Duke and UNC-Chapel Hill have fueled growth of diverse academic/industrial clusters in the Triangle, so too will similar investments at ECU drive growth in clusters targeted by economic developers throughout the east.

**ECU's RESEARCH ENGINE**

- ECU's external funding awards have increased 23.2% from 2004-05 to 2008-09 to \$40,760,962. More recently, for the six-month period of July 2009 to January 2010 external funding awards are up 75.2% (from \$18,515,703 to \$32,434,769) over the same period the prior year.
- From 2004-05 to 2009-10, ECU's combined external funding awards from the Department of Defense, the National Aeronautics and Space Administration, the National Institutes of Health, the National Science Foundation, and a \$2.5M Department of Defense earmark for Operation Re-Entry totals \$60,456,088.

**MEASURABLE RETURNS**

The Life Sciences and Biotech Building will:

- Improve graduate starting salaries within the region
- Enable recruitment of industrial partners to be on or near the campus
- Strengthen recruitment and retention of jobs and investment for the region
- Increase the flow of federal research and development funding into eastern North Carolina
- Improve recruitment and retention of innovative researchers and students to the region
- Increase production of needed STEM graduates





# City of Greenville, North Carolina

Meeting Date: 4/5/2010  
Time: 6:00 PM

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**Title of Item:** Preview of the City's proposed operating budget for fiscal year 2010-2011 and financial plan for fiscal year 2011-2012

**Explanation:** As provided in the approved budget schedule, City staff will present a preview of the proposed operating budget for fiscal year 2010-2011 and financial plan for fiscal year 2011-2012. The presentation will highlight budgetary issues such as major revenue sources, major expenditure items, and the impact of economic conditions on City finances.

The proposed budget and financial plan will be distributed to the City Council on May 5, 2010 and presented at the May 10, 2010 City Council meeting. Section 160A-148(5) of the North Carolina General Statutes requires the City Council to adopt a budget ordinance before July 1. The 2010-2011 budget will be presented to the City Council at the June 10, 2010 City Council meeting for consideration and approval.

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

**Recommendation:** The City Council receive a staff preview on the operating budget for fiscal year 2010-2011 and financial plan for fiscal year 2011-2012.

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