

Basic Motions

Motion
Calls for Action
Debatable
Simple Majority

Motion to Amend
Changes Original
Debatable
Simple Majority

Other Motions

Table
Postpone Vote
No Discussion
Simple Majority

Close Debate
End Debate & Vote
No Discussion
2/3 Majority

Reconsider
Change Prior Decision
Voted in Majority
Within One Meeting
Debatable
2/3 Majority

Recess
Take a Short Break
No Discussion
Simple Majority

Consensus Process
If 1-Vote Majority
Debatable
3 Votes to Pass

Adjourn
End the Meeting
No Discussion
Simple Majority

Actions and discussion are governed by motions. Only 3 motions on the table at once (a 4th would be out of order). Most recent motion is considered first.

Convene meeting + Reminder: Turn off Cell Phone

I. Roll Call/Quorum _____ Board Members (quorum = 4)

II. Pledge of Allegiance

III. Additions/Deletions/Approval of Agenda

IV. Approval of February 7, 2019 (Attachment A)

V. Announcements

VI. Public Comment Period

Public Comment Period is a period reserved for comments by the public. A total of 30 minutes is allocated with each individual being allowed no more than 3 minutes each. The Public Comment Period will be closed once the allocated time has been reached.

VII. Commission Reports

a. ECU Sustainability Report (10 mins) – C. Carwein

VIII. New Business

a. EAC Grant Application Review (Attachment B) (15 mins) – D. LLerena

IX. Old Business

a. Clean Water Act Discussion (15 mins) – D. Norris

b. Sierra Club Sustainability Resolution (15 mins) D. Ames

X. Other – FYI

None

XI. Proposed Agenda Items –May 2, 2019

a. UST Report

XII. Adjourn

Items for Future Consideration

_____	_____
_____	_____
_____	_____

Board Members

Chair

1. Diego LLerena

Commission Members

2. Emilie Kane (Vice-Chair)
3. David Ames
4. Drake Brinkley
5. Ann Maxwell
6. Derrick Smith
7. Vacant

Ex-officio

Kevin Mulligan
(Public Works)

Staff Liaison

Daryl Norris
(Public Works)

Staff Secretary

Amanda Braddy
(Public Works)

City Council Liaison

Brian Meyerhoeffer

Environmental Advisory Commission Mission:

The Environmental Advisory Commission is hereby created for the primary purpose of recommending matters of environmental concern and serve as technical advisory to the City Council.

Environmental Advisory Commission Purpose:

- Inventory and review, on a continuing basis, the condition of and threats to the environmental resources of the City; and as technical advisors, to report all needs for improvement and corrective actions to the City Council.
- To be advisory to the City Council. The commission will recommend to the City Council matters of city-wide environmental concern and shall serve as technical advisors to the City Council on environmental matters. In addition, it will review Environmental Impact Statements required by the City on major development projects.

ATTACHMENT A

(March 7, 2019 Minutes)

Action: For your review and approval.

**DRAFT OF MINUTES PROPOSED FOR ADOPTION BY THE
ENVIRONMENTAL ADVISORY COMMISSION
March 7, 2019**

CALL TO ORDER

Members of the Environmental Advisory Commission met on the above date at 5:30 p.m. in the City Council Chambers. Emilie Kane, Vice-Chairperson, called the meeting to order and welcomed all those present. The following attended the meeting:

1. ROLL CALL

MEMBERS:

David Ames	Drake Brinkley
Emilie Kane	Ann Maxwell
Derrick Smith	

OTHERS PRESENT:

Daryl Norris, City of Greenville
Amanda Braddy, City of Greenville
Chad Carwein, ECU

2. PLEDGE OF ALLEGIANCE

3. ADDITIONS/DELETIONS/APPROVAL OF AGENDA

A motion was made by Mrs. Maxwell to approve the agenda as presented. The motion was seconded by Dr. Ames and passed unanimously.

4. APPROVAL OF FEBRUARY 7, 2019 MINUTES

Mr. Brinkley asked the minutes to reflect a motion was approved to approve the Sustainability Resolution as amended and discussed. Dr. Kane asked the SWAC Report and Update discussion be corrected to remove the hanging sentence. A motion was made by Mr. Brinkley to approve the minutes as requested. The motion was seconded by Mrs. Maxwell and passed unanimously.

5. ANNOUNCEMENTS

Dr. Kane welcomed Derrick Smith as the newest member to the EAC. Mr. Smith will be replacing Durk Tyson in the Professional Engineer position. Dr. Kane also thanked Mr. Tyson for his service to the EAC.

6. PUBLIC COMMENT PERIOD

There were no public comments.

7. COMMISSION REPORTS

A. ECU Sustainability Report

Mr. Carwein announced the following:

- Sierra Club will be meeting on Monday at 7pm discussing the Clean Water Act;
- The first ECU Sustainability film feature titled “More Than Honey” will be on Tuesday March 12, 2019 at 6:30pm at the Student Center Ballroom B.
- The NCDEQ Secretary meeting with students and faculty was postponed for March. Mr. Carwein will inform EAC when the meeting occurs with further details.
- The month of May is Bike Month and the Bicycle and Pedestrian Commission will be putting together a flyer for events. Mr. Carwein will forward the flyers when available to EAC members.

8. NEW BUSINESS

NONE

9. OLD BUSINESS

A. Clean Water Rules Update

Dr. Kane stated the rule for the Clean Water Act has been published. Comment period will end April 15, 2019. Dr. Kane has revised the original resolution presented to EAC in February. The resolution was attached for review. Dr. Kane stated she would like the resolution be presented to City Council for submission as comments to the Clean Water Act. Mr. Norris stated there was no opposition from Staff in submitting the resolution as comments. Dr. Ames made a motion to approve the resolution for City Council review. The motion was seconded by Mrs. Maxwell and passed unanimously.

B. Sustainability Resolution

Dr. Ames presented the Sustainability Resolution drafted by the Sierra Club, Cypress Group. The Resolution would recommend options for the City to improve greenhouse gas emissions, incorporate a plan of action and develop a program to include responsibility, implementation and evaluation of the programs and activities. Dr. Ames made changes as discussed at the February 7, 2019 meeting and the updated resolution is attached in the agenda package for review. Dr. Ames made a motion to accept the updated resolution to be forwarded to City Council for review. The motion was seconded by Mrs. Maxwell. The motion passed unanimously.

10. OTHER– FYI

A. Keep Greenville Beautiful Update

B. Membership Roster

11. PROPOSED AGENDA ITEMS

The following items are proposed for the April 4, 2019 meeting:

A. EAC Grant – Review Applications

11. ADJOURNMENT

There being no further business to discuss, Mr. Brinkley made a motion to adjourn the meeting. The motion was seconded by Mrs. Maxwell and the meeting adjourned.

ATTACHMENT B

(EAC Grant Application)

Action: For your review and approval.

APPLICATION PACKAGE

APPLICANT FORM

Form must be typed using Time Roman 12 point font. Hand-written applications **will not be accepted**

Name of Organization Submitting Application	Wintergreen Primary School
Contact Information <ul style="list-style-type: none"> • Contact person • Address • Phone number • Email 	Amy Cooper Wintergreen Primary School 4710 County Home Road Greenville, NC 27858 252-353-5270 coopera@pitt.k12.nc.us
Contact Information of Grant Administrator (if different from above) <ul style="list-style-type: none"> • Contact person • Address • Phone number • Email 	Amy Cooper Wintergreen Primary School 4710 County Home Road Greenville, NC 27858 252-353-5270 coopera@pitt.k12.nc.us
Project Name	Using Resources in our Local Environment for a Sustainable Garden

Project Description (max. 500 words)

By the end of first grade, students in North Carolina are expected to know and understand that people need water, food, and air to support life in their local environment. Students must also know that humans depend on their natural and constructed environment in order to survive. Young children must also understand that water is an Earth material that is used to sustain plant and animal life. One of the most important objectives for students to understand is that humans can change their natural environment in ways that can benefit or harm humans or other living things. It is suggested that students have authentic hands on activities that help deepen their understanding of ways that they can help protect and improve environmental conditions.

In order to master these objectives and provide authentic experiences, we would like to build a garden, raised flower beds, and a rain barrel. Staff members will work to build the gardens, flower beds, and rain

barrel using a variety of materials, including pallets which will be an opportunity to teach students how things can be reused. Students will be in charge of planting, weeding, and caring for the plants in the gardens after they have had a presentation from a landscaper on proper plant care. The rain barrel will be used to collect rainfall that can be used on days that it has not rained. Students will use the rain collected in the barrel to water the plants in the garden as needed. One of the major benefits of these gardens is that they will not only benefit the current year's first grade students, but they will be used as ongoing project that each new group of first grade students can participate in throughout the years to come. The gardens will be a great hands on experience for the students to not only interact with their local environment by caring for plants, but it will also illustrate how we can positively sustain plant life using water which is an Earth Material.

Rationale for Project (max 250 words)

- Outline why this project should be funded, i.e. what will this project contribute to improving storm water management in Greenville?

This project allows for students to have a relevant hands-on experience with their local environment. It also allows students to see how making simple changes, such as collecting rain water, can be used in a way that protects the environment by conserving fresh water as well as reusing the water to meet the needs of the plants around them.

Public-Private Partnerships (max. 250 words)

- Describe the partnership(s) and how they will contribute to the project

Private Partnerships shall be the parents of the school, we have 866 students and parents will be requested to participate in the project. Parents shall be asked to contribute to build the garden, support shall be asked through painting of cinderblocks with children's art. Wintergreen Primary PTA with the help of Scouts shall source volunteers to construct the gardens. Speakers from Time for Science and ECU shall be sourced to discuss biodiversity and environmental aspects of plants and the environment. Kevin Leigh PLS has agreed to do a survey for the garden and Cathy Meyer PE has agreed to do any designs required for the gardens.

Partners or Groups Involved (max. 250 words)

- Describe the group(s) and how they will be involved in the project

The participants in this project will be Wintergreen Primary school's staff and students. Multiple staff members and students in the first grade will be responsible for maintaining and caring for both the garden and the water conservation project using the rain barrel. Staff members will be in charge of the initial construction of the garden structures as well as the rain collection barrel(s)/irrigation system. This will be an ongoing project based learning experience for the students, in which students will plant, weed, water, and prune the plants weekly or as needed. When the plants reach their maturity, students will replant with different plants. Another area that will be addressed is maintaining the landscape around the garden, keeping it trash and waste free so that it does not jeopardize the integrity of the plants and the environment surrounding.

<p>Risks and Responses</p> <ul style="list-style-type: none"> List any possible risks that may hinder the successful implementation of the project and note how these risks may be overcome <p>For example: --Risk: resistance from school group to take on new project. --Response: hold two informational meetings to present project; generate one page overview for students to take home to parents.</p>	<p>The only foreseen risks/responsibilities are that students, staff, and any parent volunteers will need instruction on proper plant care including, but not limited to education on the type of plant and their needs, watering vs. overwatering, and coping/adjusting for weather when needed. Thus if the season is especially dry, how are they going to account and adjust for the lack of rainfall. During the summer months and long breaks or even weekends, volunteer staff members will need to monitor the gardens to make sure they are not overgrown and being taken over by insects and animals.</p>
<p>Implementation Timeline</p> <ul style="list-style-type: none"> List key dates 	<ul style="list-style-type: none"> August 2019 - Garden structures and rain collection system built and established at the school September 2019-Guest speaker(s) come to speak with the students about the plants and caring for the plants and how to utilize the rain collection system Late September/Early October 2019 - Plants planted and student care will begin December 2019 Plants, raised flower beds, gardens, and Rain Collection System will be winterized if necessary January 2020 -Spring garden plans are made. Plans for improvement and expansion will be discussed at this time February 2020 - Materials for gardens and any improvements will be purchased March 2020-May 2020-Plants planted and student care will begin June 2020-Preparation for summer months and improvement/expansion plans will be discussed at this time. Possibly a "rain garden" will be discussed

Benchmarks (max. 500 words)

- Describe how the effect/impact of the project will be measured

While many areas of the project and the impact of this project based learning experience are immeasurable, the impact it will have on student's learning will be measured in multiple ways. Students will keep a journal with their observations and their work in the garden. Students will write multiple explanatory pieces that meet the NC English Language Arts 1st Grade Objective: *W1.2 Write informative/explanatory texts in which they name a topic, supply some facts about the topic and provide some sense of closure.* The pieces will include, but are not limited to the following: "How to Start a Garden," "How to Maintain a Garden," "How to Reuse Rain Water," etc. Students will also document the gardens and their experiences utilizing photographs and videos on tablets through an app called SeeSaw. These photo/video journals will be shared on the schools website for parents to see the impact of the project based learning experience.

<p>Post-project</p> <ul style="list-style-type: none">• Detail any anticipated work that will need to be done once the grant is completed e.g. if a wetland is put in place, what will be needed to keep this functioning over the next 5 years.	<p>After the initial build and establishment of the gardens and rain collection system, the project will be evaluated at the end of each school year to look at the effectiveness of the structures, and any improvements that can or should be made.</p>
<p>Signature of organization Authorized Representative</p>	
<p>Date</p>	

BUDGET FORM

If the line item is not relevant to your proposal simply leave the line blank.

Indicate in the *Group Match* column those areas where the group will contribute the required 25% match. This match may be in the form of material donations, volunteer hours or money but they must be represented as a monetary amount in the table below.

Indicate in the *Private Contribution* column those areas where the partnering organization will provide financial or in-kind support.

Budget Items		City of Greenville	Group Match	Private Contribution	Totals
Design	Financial contribution				
	In-kind contribution			\$420.00	\$420.00
Survey	Financial contribution				
	In-kind contribution			\$280.00	\$280.00
Education	Financial contribution		\$300.00		\$450.00
	In-kind contribution				
Construction	Financial contribution	\$1500.00	\$325.00		\$1825.00
	In-kind contribution				
Plantings	Financial contribution	\$450.00			\$450.00
	In-kind contribution				
Printing	Financial contribution	\$400			\$400.00
	In-kind contribution				

<p>Post-project</p> <ul style="list-style-type: none">• Detail any anticipated work that will need to be done once the grant is completed e.g. if a wetland is put in place, what will be needed to keep this functioning over the next 5 years.	<p>After the initial build and establishment of the gardens and rain collection system, the project will be evaluated at the end of each school year to look at the effectiveness of the structures, and any improvements that can or should be made.</p>
<p>Signature of organization Authorized Representative</p>	<p>Cathy Kukel</p>
<p>Date</p>	<p>3-20-19</p>

Final Checklist

- Application Form is completed, signed, and dated.
- Budget Form is completed and attached.
- Provided proof of location of proposing organization's project.
- Letter of support is attached. (optional)

Send complete application packet to:

Ms. Amanda Braddy
Public Works Department - Engineering Division
1500 Beatty Street
Greenville, NC 27834

DEADLINE: MARCH 22, 2019



WINTERGREEN PRIMARY 2017-2018

