



Agenda

Greenville City Council

August 19, 2019

6:00 PM

City Hall Council Chambers

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

- I. Call Meeting To Order**
- II. Invocation - Council Member Litchfield**
- III. Pledge of Allegiance**
- IV. Roll Call**
- V. Approval of Agenda**
- VI. Public Comment Period**

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

VII. Special Recognitions

1. Greenville Tar Heel 8-10 Year Old All-Star Baseball Team - Regional Champions
2. Community Development Department's Housing Division -- John A. Sasso Award from the National Community Development Association
3. Les Everett - Distinguished Service Award from the North Carolina Building Inspectors Association

VIII. Consent Agenda

4. Minutes from the January 25-26, 2019 City Council Planning Session; City Council meetings held on April 11, May 9, May 20, June 10, and June 13, 2019; and City Council workshops held on November 5, 2018 and February 11, March 25, April 8, May 20, and June 10, 2019

IX. New Business

Public Hearings

5. Application to receive funds from the Edward Byrne Memorial Justice Assistance Grant Program

Other Items of Business

6. West Greenville Community and Energy Efficiency Grants
7. Budget ordinance amendment #1 to the 2019-2020 City of Greenville budget (Ordinance #19-031), Capital Projects Funds (Ordinance #17-024), Greenways Capital Project Fund (Ordinance #12-007), Red Light Camera Program Fund (Ordinance #18-058), and Donations Fund (Ordinance #18-062)

X. City Manager's Report

XI. Comments from Mayor and City Council

XII. Closed Session

- To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes
- To consider the performance of individual public officers or employees

XIII. Adjournment



City of Greenville, North Carolina

Meeting Date: 8/19/2019
Time: 6:00 PM

Title of Item: Minutes from the January 25-26, 2019 City Council Planning Session; City Council meetings held on April 11, May 9, May 20, June 10, and June 13, 2019; and City Council workshops held on November 5, 2018 and February 11, March 25, April 8, May 20, and June 10, 2019

Explanation: Proposed minutes from the 2019 Planning Session; regular City Council meetings held on April 11, May 9, May 20, June 10, and June 13, 2019; and City Council workshops held on November 5, 2018 and February 11, March 25, April 8, May 20 and June 10, 2019 are presented for review and approval

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

Recommendation: Review and approve minutes from the 2019 Planning Session; regular City Council meetings held on April 11, May 9, May 20, June 10, and June 13, 2019, and City Council workshops held on November 5, 2018 and February 11, March 25, April 8, May 20 and June 10, 2019

ATTACHMENTS:

- ❑ [Proposed_Minutes_of_the_January_2019_Planning_Session_1109106](#)
- ❑ [Proposed_Minutes_of_the_April_11,_2019_City_Council_Meeting_1107820](#)
- ❑ [Proposed_Minutes_of_the_May_9,_2019_City_Council_Meeting_1112291](#)

- ▣ **Final_Proposed_Minutes_for_May_20,_2019_City_Council_Meeting_1112012**
- ▣ **Final_Proposed_Minutes_for_June_10_2019_City_Council_Meeting_1112020**
- ▣ **Proposed_Minutes_of_the_June_13,_2019_City_Council_Meeting_1111845**
- ▣ **Proposed_November_2018_City_Council_Workshop_Minutes_1112896**
- ▣ **Draft_Minutes_of_the_February_2019_City_Council_Workshop_1112852**
- ▣ **Proposed_March_2019_Workshop_Minutes_1112762**
- ▣ **Proposed_April_2019_City_Council_Workshop_Minutes_1112897**
- ▣ **Proposed_May_2019_City_Council_Workshop_Minutes_1112901**
- ▣ **Proposed_June_2019_City_Council_Workshop_Minutes_1112761**

OFFICIAL MINUTES
ANNUAL PLANNING SESSION
GREENVILLE CITY COUNCIL
JANUARY 25-26, 2019

Having been properly advertised, the Annual Planning Session of the Greenville City Council was held on Friday and Saturday, January 25-26, 2019, in the Third Floor Gallery at City Hall with Mayor P. J. Connelly presiding.

FRIDAY'S SESSION

Mayor Connelly called the meeting to order at 4:45 p.m. on Friday, January 25, 2019 and welcomed those present to the 2019 Planning Session. He extended a special welcome to recently appointed Council Member Monica Daniels, who took the seat previously held by Kandie D. Smith, following her election to the North Carolina House of Representatives.

Those Present:

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

Those Absent:

None

Also Present:

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

PUBLIC COMMENT PERIOD

Mayor Connelly opened the Public Comment period at 4:47 pm, explaining procedures which should be followed by all speakers.

There being no one present who wished to address the City Council, Mayor Connelly closed the public comment period at 4:48 pm.

THE TEN TRAITS OF WINNING CITIES OF TOMORROW

City Manager Ann Wall introduced John Martin and Cliff Fleet of SIR Institute for Tomorrow, who will be speakers for this session. Mr. Fleet and Mr. Martin are the leaders of SIR, a 55 year old national market research and strategic planning firm headquartered in



Richmond, Virginia. SIR helps corporations, government agencies, universities, nonprofits and communities understand what tomorrow will bring and what to do about it today. SIR has orchestrated more than 15,000 research studies and strategic initiatives designed to help clients identify and advance their unique brand positions, create new products and services, manage business challenges and opportunities, assess the overall effectiveness of programs and initiatives, and formulate long-range strategic plans. Mr. Fleet and Mr. Martin are also part of the Institute for Tomorrow (IFT), which is a national, researched-based futures think tank that identifies and reports on major demographic and cultural trends shaping America's future.

Mr. Martin stated people are change agents and must be viewed in generations, or age cohorts that span 18-20 years. Big cultural shifts and events are what creates the bookends of each generation and those who are born on either the trailing or leading edges of a generation are known as "Cuspers." Current generations include:

- The Greatest Generation was born between 1909 and 1928.
- Traditionalists, or the Silent Generation, were born from 1929 to 1945
- Baby Boomers were born from 1946 to 1964
- Generation X was born between 1965 and 1982
- Millennials, sometimes referred to as Generation Y, were born from 1983 to 2001
- Centennials, or Generation Z, were born starting in 2002 and the close of that generation has yet to be determined

The population size for each generation is different, and each generation has different views of work, money, duty and responsibility. The dominant generation over the next 20 years will be the Millennials and it is estimated that by 2025, they will make up half the workforce. Millennials, still in the first half of their lives, are driven by their social needs.

Mr. Martin and Mr. Fleet discussed in some detail how time periods impact a person's point of view, as highlighted in the following charts:

Commented [CB1]:

Generational Mindsets

	BOOMERS	GEN X	MILLENNIALS	GENERATION 'Z'
OUTLOOK	Optimistic	Skeptical	Confident	Protective
WORK ETHIC	Diverse	Free Agents	Goals	Self-taught
VIEW OF MONEY	Spenders	Debtors	Savers	Frugal
VIEW OF LEADERSHIP	Play your cards	Competence	Egalitarian	Pluralistic
WORK-LIFE BALANCE	Work is Life	Work is Life	Integrated	TBD
VISION	TV	Computer	Mobile	VR?
ORIENTATION	Self-centered	Self-reliant	Collective Self	Self-aware

Generational Profiles

GENERATION	Population	Formative Years	Age in 2018	Key Characteristics
BOOMERS	73 million	Born 1946 to 1964 Formative years: 1959 to 1979 Age in 2018: 54 to 72		The post-World War II economy fostered the notion that all things were possible, and a majority of Boomers grew up in middle class affluence with a sense of personal opportunity and national pride.
GENERATION X	75 million	Born 1965-1982 Formative years: 1976 to 1993 Age in 2018: 36 to 53		In the 1970s, America's established institutions were looking towards America's global economic primary market, and the emphasis/energy changed of race and levels of education. The parents were disappointed by Vietnam and Watergate, Reagan's "meat and potatoes" approach.
MILLENNIALS	80 million	Born 1983-2001 Formative years: 1996-2014 Age in 2018: 17 to 35		Raised by doting parents and awarded praise and trophies just for showing up, the Millennials suffer from no sense of self-worth. Coming of age during the Great Recession has left a lasting impact on their sense of money, company loyalty and planning.
GENERATION 'Z'	70 million	Born 2002-2010 (est.) Formative years: 2015-2025 Age in 2018: 12 to 18		While not yet fully formed, early signs point to a generation raised by overprotective parents in a world growing more dependent on the work. Equal opportunity to the future of lower status and job volatility. The need to copy safely and secure to maximize their generation right now.



Mr. Fleet discussed a number of key points to consider, as outlined below.

10 traits of winning cities tomorrow

Millennials are hyper connected. A shared story has 2 parts – unified imagery and a unified message. Most communities present themselves as a house of brands.

The crown is owned by the City of Charlotte, but only 2% of people associate it with municipal government. They are now moving to get everyone in the area to use it.

Norfolk creates place maps about what makes them unique. They began using their waterfront not as a tag line, but as the essence of their story. What is Greenville?

He asked Council to consider the question “what is Greenville?” Does the municipality have a shared narrative? Are all of the lead organizations united and using the same iconology and messaging? It is imperative to fuel the positive buzz.

Leaders must be cheerleaders for the community. They must embrace social media and technology and be transparent.

Mr. Fleet stated Disney is one of the most admired companies in the world. They make sure all new hires go through extensive communications training so when they use social media, they are consistent.

Nashville has a “sound check” where the companies send people in to be trained on how to promote Nashville.

It is important to a City to get its message down and start training people. Look at the people who are already sharing on social media and get them to help. One in three residents want to serve as ambassadors. Does Greenville have a culture of sharing and celebrating success?

Livable Places

Mr. Fleet stated winning places of tomorrow will offer a wide variety of 15-minute livable communities. 2015 is the first year a preference for walkable communities overtook a preference for conventional communities. People want to live within 15 minutes of restaurants, stores and services. Most cities and towns can identify activity centers as those will be the concentration of populations.



- Boomers want to grow old in communities, but planners have to start thinking about how to help them stay in place.
- Gen Xers are self-reliant. Their management style is no longer tied to place. Telework and freelance are booming.
- Millennials want to be freelancers. They don't want to need to use a car very often. Companies are putting satellite offices downtown. Cities have to think about how they position themselves.

Mr. Martin added that the Division of Motor Vehicles has reported that young people are not getting their driver's licenses at the same rate as in the past. Vehicle production rates are dropping and ride-share is growing. 75% of Centennials believe they will live in a place that does not need a car.

Affordable Spaces

Mr. Fleet stated the average college debt is approximately \$30, 000, and the wealth gap is increasing. Cities must keep up with the demand for affordable housing because that demand will continue to grow.

Hyper-connected

Mr. Fleet stated Activity Centers need to be within 15 minutes of residential neighborhoods. Uber-like flexible micro-buses (Driver-less) are on the way. They will follow a route but will deviate to pick up passengers wherever needed.

Autonomous vehicles are really coming. They will be like a ubiquitous fleet of taxis. A patron will call one and it will show up with from one of three technology companies, but the software people will be the real winners. It will be much cheaper than owning a car.

Millennial Magnet

The winning cities of tomorrow will be hot-spots. Birth rates are shifting, with five generations alive now. There will be fewer young people and a greater number of older people than in the past. This has implications for housing, transportation and the workforce. This isn't news. People are writing books about it. People are not moving around like they used to. Those who move are right out of college. Companies have read the books. Corporate movers are chasing the talent. There will be a battle for younger workers.

What do Millennials want? Raleigh, Charlotte, Norfolk and Richmond are the hot spots. Millennials tend toward coastal states. They want a city that is safe, has a variety of employment options and has both quality and affordable housing options.



Placemaking

Food is not so much about the food itself, but the community it brings. Richmond invested in culinary schools. Cities must invest in things that are millennial-friendly but have broad-based appeal. Avoid chasing fads. Virginia built a bike trail from Williamsburg to Richmond, but now they are extending it. Everyone uses it. Exercise and outdoor activity have broad-based appeal.

Mayor Connelly voiced his concern about assuming “if you build it, they will come”.

Mr. Martin said cities can do lots of things that don’t take much investment.

Mr. Fleet encouraged leaders to figure out how to leverage the assets already in Greenville. There are some amazing ones. Build upon what already exists. Inventory your Greenville’s strengths as a community. The Tar River is an untapped resource. Greenville is graduating a large number of well-trained workers. Focus on how to keep them in Greenville.

Educational Village

Winning places of tomorrow will invest in their winning educational system. Does a community already have workers in place? Can they be hired? If the answers are “yes,” that attracts companies. Middle-skilled jobs are in high demand. They don’t require a four-year degree, but pay very well. As an example, think of an HVAC technician. Focus on intentional development of the educational ecosystem.

Dynamic Workforce

The world may be entering a time where computers will develop and fix themselves. Machine intelligence outstrips human intelligence and leads to changes in the kinds of jobs available. Automation may eliminate 20-25% of current jobs which can lead to economic disruption. 47% of US jobs have a high probability of being automated away over the next 20 years. Mr. Fleet suggesting visiting www.replacedbyrobot.info to determine the probability a specific job will be lost to automation.

Beyond Borders

It is becoming increasingly more important to embrace regionalism by cultivating “win-win” partnerships with surrounding jurisdictions. Think of areas already succeeding in that approach as much as 40 years ago such as Research Triangle Park and the Silicon Valley.



Big Tents

Winning cities of tomorrow will be pluralistic communities where everyone feels like they belong. Minorities will become the majority by 2044. Many families are already biracial. It will be important to think about binary choices. Previously people used to be men or women, but now gender fluidity is common. Sexual orientation is fluid. What is the most important trait? The answer may be different from one community to another.

Mr. Fleet closed with a summary of how Greenville should construct its story:

- Project team to get organized
- Broad stakeholder event – 100+ people from all groups/organizations
- Social media sentiment audit (certain voices count more than others)
- Resident survey
- Conduct external audience perception study
- Hold a second stakeholder meeting
- Finalize Greenville's story advancement plan

City Manager Wall stated this will help define the image of Greenville. It helps to understand who can communicate the story and decide what people inside and outside the community should know about Greenville. She noted that the recent Citizen Survey results will be presented tomorrow.

RECESS/BREAK

Mayor Connelly called for a brief recess at 7:15 pm and reconvened the meeting at 7:30 pm.

MID-YEAR BUDGET UPDATE

Financial Services Director Byron Hayes reported that the General Fund has seen steady growth in property tax revenues and while sales tax revenue has begun to level off, it is expected to exceed the budget. Revenues currently are greater than expenses and are projected to exceed expenses by approximately \$1.1 million.

Mr. Hayes stated there has been much volatility in the GUC Transfer but methods have been revised and are anticipated to meet budget.

Other revenue funds (Rescue Service Transport, Utility Franchise Tax) are relatively flat.



With regard to expenses, Personnel has the largest increase due to increased hiring, the 2.7% merit/market adjustment, declared emergency pay and overtime related to Hurricanes Matthew and Florence and the return of 401k contributions to \$40 per pay period. Personnel costs should remain under budget by \$1.3 million. Operational expenses are projected to be slightly under projected budget.

As for the Enterprise Funds, expenses exceed revenues slightly in both the Transportation Fund and the Sanitation Fund at present. This is largely a timing issue because MTA money which would go into the revenue fund is not received at the beginning of the fiscal year. The deficit in the Sanitation fund was anticipated based on the approved seven-year plan related to vehicle acquisition. The Stormwater fund continues to increase with revenues being higher than expenses, but there has been a drop in fund balance due to the number of stormwater emergency repairs that have been necessary.

Mr. Hayes closed with a review of the upcoming budget schedule.



2020 Budget Schedule

April 8, 2019	City Council Budget Preview
April 11, 2019	City Council discussion of Proposed City budget (optional)
May 1, 2019	Proposed City, GUC, SML and CVA budgets distributed to City Council
May 9, 2019	Proposed City budget presented to Council Proposed GUC, SML and CVA budget presented to City Council
June 10, 2019	Public Hearing-Fiscal Year 2019-20 Budget
June 13, 2019	Adoption of the Fiscal Year 2019-20 Budget

Find yourself in good company



WRAP-UP/RECESS

There being no further presentation for the evening, Mayor Connelly noted Chancellor Cecil Staton from East Carolina University (ECU) would be at tomorrow's session to make a short presentation. He then declared the meeting in recess until 8:30 am on January 26, 2019 in the current location.

SATURDAY'S SESSION

Mayor Connelly reconvened the meeting to order at 8:43 a.m. on Saturday, January 26, 20189

Those Present:

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

Those Absent:

None

Also Present:

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

WELCOME

Mayor Connelly welcomed everyone to the second day of the annual Planning Session and introduced East Carolina University (ECU) Chancellor Cecil Station.

UNIVERSITY UPDATE

Dr. Cecil Staton thanked the City Council for allowing him to speak and said he appreciates the City's service and the sacrifices elected officials make for their communities. If you look



around the country at what are considered great cities, one thing they all have in common is that great cities typically have great universities.

ECU is continuing its modern building boom, having just opened a \$122 million student center. It is a game-changer in terms of student recruitment. The year before, ECU opened a new student center on its science campus. Dormitory renovations are continuing. The University is looking forward to an uptown office for research and engagement, a one-stop shop and hopes to break ground of a \$95 million life sciences building later this year, which will take a couple of years to complete.

Dr. Staton said while there are many successes to celebrate, there are also challenges. Higher education is part of the economy today that is in the midst of disruption. There are many demographic changes – the number of traditional-age college students is flat or declining, making it a challenge to meet enrollment targets. Distance education has been a disrupter as well, but ECU decided early-on to embrace online classes and they do it very well, with about 6,000 students doing their course work strictly online in the past year.

North Carolina has done some things with unintended consequences for ECU. It decided to focus all sixteen universities on low income students and rural enrollment, but that demographic has been ECU's bread and butter since it started, so now all these other schools are pursuing the same student base. To complicate matters further, the state selected three schools (of which ECU is not one) to charge \$500 tuition. Naturally, their enrollment has skyrocketed.

ECU was down this fall by about 194 students, mostly full-time, first-time freshmen who have been drawn to areas of rapid urbanization. Dr. Staton said ECU has raised money this year to be able to offer a thousand \$1,000 scholarships this fall.

Dr. Staton said a big frustration for him has been that ECU is not widely recognized west of I-95. He has seen a couple of editorials recently speculating on why NC has to keep bailing out the Brody School of Medicine, but those comments result from an incredible lack of information. Brody belongs to the State, so it is not a bail-out. If the school had not been established more than 50 years ago, Vidant would not be what it is today and 1,500 doctors serving across Eastern NC would not be here. Brody has provided an incredible return on investment. Every student at Brody is from North Carolina – a requirement – and every effort is made to get them to commit to practice in an underserved area of NC. Tuition at Brody is the second lowest in the country and is not being increased because saddling a new doctor with \$250,000 in debt is not the way to get them to remain in rural areas.

Dr. Staton said research activity is increasing and bring many dollars into the community. Efforts toward internationalization brings students and professors from other countries.



There is a fund-raising campaign underway for a performing arts center. He said he believes the best days for the university and the City are yet to come.

REVIEW OF CITIZEN SURVEY RESULTS

Communications Manager/Public Information Officer Brock Letchworth stated the ETC Institute conducted a Citizen Survey on behalf of the City during the fall of 2018. The purpose of the survey was to gather information about City priorities and the quality of City programs and services. The survey was designed to obtain statistically valid results from households throughout Greenville. The survey was administered by a combination of mail and online.

ETC Institute worked extensively with City officials in the development of the survey questionnaire. The work allowed the survey to be tailored to issues of strategic importance to effectively every part of your organization. The seven-page survey was mailed to a sample of random households with the goal being a minimum of 800 completed surveys. The goal was accomplished with 818 respondents and a confidence factor of 95% with a +/- 3.4% Margin of error.

Mr. Letchworth played a stated most results were better than the 2016 survey, when most cities typically experience a decrease in results from the first survey to the next.

Greenville's most significant increases from 2016 to 2018 include:

- Availability of job opportunities (+12%)
- As a place to raise children (+10%)
- As a place to work and build a business (+10%)
- Feeling of safety in neighborhoods at night (+9%)
- Appearance of the City (+9%)
- Greenville as a place to visit (+8%)
- Greenville as a place to live (+7%)
- Overall quality of life (+7%)

Conversely, the most significant decreases include:

- Adequacy of public parking in Uptown (-11%)
- Accuracy of info given by City employees (-8%)
- How quickly City staff responds to requests (-8%)
- City Golf Course (-8%)
- Frequency Police patrol neighborhoods (-7%)
- How quickly Police respond to emergencies (-6%)



- Overall quality of Fire/EMS services (-6%)
- Overall quality of Police services (-6%)

LUNCH RECESS

Mayor Connelly called a recess at 12:33 pm and reconvened at 12:55 pm.

UPDATE ON GOALS & OBJECTIVES

City Manager Ann Wall reviewed the list of the Council's nine priorities, noting that progress is being made on every single one. She stated staff will provide brief updates on those in their area:

Priority 1 - Proactive economic development (Assistant City Manager Ken Graves)

Action Step 1: Explore a formal economic development partnership.

- A study conducted by Convergent Nonprofit Solutions revealed support for a collaborative approach to economic development in Pitt County.
- An economic development working committee was formed, and an organizational structure and bylaws were established.
- During its February 11 meeting, the City Council will receive a presentation on the endorsed governance structure.

Action Step 2: Explore creating "shovel-ready" industrial sites and/or shell buildings.

- Creative Consulting identified 15 potential locations in the City and County.
- City narrowed down the list to 4 potential sites for further exploration.
- The City is having ongoing discussions with two property owners about the potential of obtaining a site for certification.

Action Step 3: Revise and expand the outdoor dining policy.

- Recommendations approved by staff and the City Council included a geographic boundary, enforcing a 3-foot minimum clearance, a standardized fee of \$150, and a standardized closing time of 1 a.m. for Uptown and the parking garage plaza.
- Demarcation emblems for the boundaries were also approved.
- City staff has obtained a quote from a third-party vendor and is processing the changes to the City ordinance.



Action Step 4: Consider parking study recommendations.

- Walker Parking Consultants conducted a study of parking in the Uptown District in 2017.
- Results of the parking study were presented to the City Council in February of 2018.
- Staff continues to evaluate recommendations and options for implementation.
- Plans are in place to add parking on Dickinson Avenue and Clark Street. A City employee parking lot is also in design.

Action Step 5: Develop programs to support small businesses.

- The Office of Economic Development revamped the Small Business Competition and launched a new application period in January of 2019.
- The City also created a “Greenville Means Business” web page designated for entrepreneurs and small business owners. Page guides users through the small business start-up process by addressing a variety of needs including grants, permitting, and taxes.
- OED also held an entrepreneur’s workshop in 2018 to discuss the small business start-up process and incentives available to local small businesses.

Action Step 6: Modernize the permitting and plan review process.

- City has focused efforts on updating software functionality. Energov goes live on Feb. 11, 2019.
- Energov will add more management functionality for contractors along with more data and tracking abilities for inspectors and the public.
- Inspections Division is modifying the front office to help customers feel more welcome and separate permitting and money transactions from welcoming area.
- Hiring a Development Services liaison to engage directly with the development community and help citizens to guide them through development review process.

Action Step 7: Consider the job creation grant.

- City Council approved a job creation grant in August of 2018.
- Grant provides funding to businesses based on new fulltime jobs created and an increase in the tax base.
- Options include a full-time job creation option, a property tax investment and full-time job creation option, and an economic development zone option.
- Businesses that are not eligible include hotels, food service establishments, and retail.

Priority 2 - Infrastructure (roads and sidewalks) (Public Works Director Kevin Mulligan)

Action Step 1: Complete the G.K. Butterfield Transportation Center.

- Complete; Operations began on Aug. 9, 2018.



Action Step 2: Continue with the final year of the 5-year roadway resurfacing plan. Begin the development of the next 5- year roadway resurfacing plan.

- Staff awarded the contract for the 2018 Street Resurfacing Plan to Rose Brothers Construction. Work began in July of 2018 and ended in December of 2018.
- 27.1 lane miles of City streets were resurfaced in 2018.
- Staff has generated list of preliminary roads for 2019, and the 2019 road resurfacing contract will be advertised within the next 8 weeks.
- In the past 5 years, the City has paved 100 lane miles at a cost of \$14.3 million.

Action Step 3: Design and construct the final phase of Arlington Boulevard between Red Banks Road and Hooker Road.

- Arlington Boulevard between Red Banks Road and Greenville Boulevard is complete.
- Final design of the reconstruction of remaining portion of Arlington Boulevard and the upgrade of the storm sewer system is underway with the City's consultant.
- Subsurface testing is complete.
- Final design will be complete by February of 2019 with bidding and the award expected by April/May of 2019.
- Construction is expected to begin in summer of 2019.

Action Step 4: Initiation of construction of the Safe Routes to Schools sidewalk construction project

- City staff requested additional funding from NCDOT to bridge a shortfall and received approval.
- City Council approved a supplemental agreement with NCDOT on January 7, 2019 along with the contract to Lanier Construction Company, Inc.
- The agreement and contract has been forwarded to NCDOT for final approval.
- Construction expected to begin in April of 2019.

Action Step 5: Initiate design for Fire Station #7

- City contracted an engineering/geotechnical firm to perform a Phase 1 site assessment as well as a geotechnical investigation into two possible sites
- The City has received the results and will begin site selection as well as advertise for a design services consultant.
- Optional design features include room for backup Police Communications Center and IT infrastructure space

Action Step 6: Begin construction of the South Tar Greenway between Pitt Street and Nash Street

- City awarded project on June 25, 2018.



- Due to contracting issues, City staff will need to discuss the future of the contract with the City Council in a future session.

Action Step 7: Coordinate with the NCDOT to initiate the next phase of the signal timing optimization project.

- NCDOT and City staff have been coordinating the preparation of a Letter of Understanding for the optimization of the signal timing on Memorial Drive similar to the current agreement for Greenville Boulevard.
- NCDOT recently provided the City with the Letter of Understanding and related scope of work for City review.
- Work is scheduled to begin in early 2019 upon execution of the agreement.

Action Step 8: Coordinate with the NCDOT on roadway projects

- Public Works staff continues to work with NCDOT on all projects under development and construction.
- Projects currently in development/design include:
 - Dickinson Avenue
 - Allen Road
 - Fire Tower/Portertown Road
 - Evans Street/Old Tar Road
 - 14th Street
 - NC 43 South
 - Memorial Drive/Fifth Street intersection
 - Memorial Drive bridge replacement
 - Greenville signal system
 - 10th Street Connector scheduled to open in spring of 2019.
 - Southwest Bypass scheduled to open in fall of 2019.
 - Dickinson Avenue construction scheduled for 2019-2021.
 - Allen Road construction scheduled for 2021-2023.
 - Fire Tower/Portertown construction in 2020-2022.
 - Evans/Old Tar construction scheduled for 2021-2024.
 - 14th Street construction scheduled for 2021-2023.
 - NC 43 South construction scheduled for 2023-2025.
 - Memorial/Fifth intersection construction in 2019.
 - Memorial Drive bridge replacement in 2020.
 - City signal system upgrade scheduled for 2020-2022.
 - City has received notice of which projects are funded in 2020-2029 State Transportation Improvement Plan.



Priority 3 - Arts and entertainment (Recreation & Parks Director Gary Fenton)

Action Step 1: Convene local arts groups to partner on visual as well as performing arts events

- City partnered for 3 Concert on the Common events.
- City partnered with Noon Rotary for Field of Honor flag display (May 26-July 7).
- GRPD hosted the Community Youth Arts Festival in collaboration with ECU and Emerge Art Gallery.
- City welcomed a record crowd for Greenville Gives, an event for which the City partnered with Uptown and local nonprofits.
- Upcoming partnership events include 5Ks, charity walks, line dancing, and a new pet adoption event.

Action Step 2: Continue efforts to activate the Town Common with concerts, activities, and programs.

- The City hosted 64 events at the Town Common in 2018.
- 45th season of Sunday in the Park included highest amount of corporate support ever and 2 concerts have been added for the upcoming 46th season.
- First ever Movie in the Park events were held in 2018, and spring and summer dates have been set for 2019.
- There was only one weekend in the summer and fall of 2018 that did not include an event at the Town Common.

Action Step 3: Work with partners to establish a single, annual directory of all local arts organizations and the arts and events opportunities they provide for residents and visitors.

- City Arts Supervisor continues to attend joint meetings of local arts organizations.
- Parks Planner represents City on Pitt County Arts Council.
- Pitt County Arts Council maintains an online community arts calendar and directory of local artists and arts organizations, along with a quarterly brochure (ArtZine)

Action Step 4: Meet with leadership of the recently renovated State Theater regarding possible partnerships and promotional initiatives.

- Theater scheduled to open January 26.
- City staff will arrange for a meeting with the appropriate representatives to investigate partnership opportunities in the near future.

Action Step 5: Explore the development of an Arts District.

- Greenville has been designated a "smART City" by the N.C. Arts Council.
- Council approved designation and grant match of \$15,000.
- The Pitt County Arts Council is working on an Arts District research plan and hopes to have recommendations to the City Council by the end of 2019.



- N.C. Arts Council met with smART City Resource Team to discuss next steps. At that time, the development of a designated arts circuit (Emerald Loop) in the uptown area was discussed.

Action Step 6: Develop opportunities for visual arts classes to be hosted outside at the Town Common.

- Investigation continues into ways to create arts opportunities at the Town Common and other venues.
- Staff continues to work with the Arts Council to identify partners for a “Day of Painting” on the Town Common in the fall.
- Currently researching equipment, supplies, and financial and staffing resources needed to initiate additional arts services at the Town Common.

Action Step 7: Investigate partnering with others to establish an annual food truck rodeo with music, contests, games, and entertainment at the Town Common.

- A food truck rodeo is already part of PirateFest in April, the Fourth of July celebration, and the National Night Out held in the Uptown District in August.
- Staff will continue to look at upcoming community events at the Town Common to determine if the addition of a food truck component is feasible.

Priority 4 - Cleanliness and beautification (Assistant City Manager Ken Graves)

Action Step 1: Develop a plan to enhance city entrances and gateways including litter removal, mowing, and additional landscaping.

- Currently utilizing community service personnel to focus on weekly litter removal
- Replacing trees and landscaping on all corridor areas is a primary winter focus for the Public Works Buildings and Grounds Division with assistance from ReLeaf, Inc.

Action Step 2: Work with NCDOT to implement the gateway program.

- Bi-weekly mowing and litter patrol started and continue at the following locations:
- Stantonsburg Road from Arlington Boulevard to the Highway 264 interchange along with the Highway 264 alternate from East 10th Street to Whichard Road. (August)
- McGregor Downs Road from Arlington Boulevard to B’s Barbecue Road along with Allen Road from Stantonsburg Road to Greenville Boulevard (September)
- Memorial Drive from Airport Road to NC 903 along with the Highway 264 interchange area on West Stantonsburg Road
- Contracts for mowing litter collections will be re-advertised for bids in January/February of 2019 along with other mowing contracts managed by City.
- Once contracts are in place, the City will seek reimbursement from NCDOT for the number of cycles they would have performed on these roadways – 5 mowing cycles and 7 litter cycles.



Action Step 3: Market and attract additional partners to adopt city streets through the Adopt-a-City Street program.

- Public Works revamped the Adopt-a-City Street program and recruiting efforts are ongoing.
- Adopt-a-City Street has been re-branded, and new signage has been placed in the city.
- 53 organizations now participate in the Adopt-a-City Street program
- 38 clean-ups performed between June and December of 2018.
- A new Adopt-a-City Street brochure was created, and City website was updated to reflect the new program details.
- A PSA was produced and is running on GTV-9. PSA was also distributed via social media and has been shared with local TV stations.
- Program will be advertised on exterior of GREAT buses.
- Local group coordinated with Council Member Will Bell for Sanitary Sunday events that included the cleaning of the Uptown District and neighboring areas.

Action Step 4: Conduct a public information campaign to encourage a clean city and litter removal in neighborhoods and near businesses.

- Public Works and the Public Information Office have proactively been educating citizens about solid waste collection practices using a variety of methods including curbside cart stickers, social media, and public art.
- City has had a PSA on littering running since fall of 2017.
- City staff has also participated in interviews for local newspaper and TV stories about litter prevention efforts.

Priority 5 - Develop and implement a comprehensive approach to stormwater management (Public Works Director Kevin Mulligan)

Action Step 1: Continue to support the work of the Stormwater Advisory Committee (SWAC) through their review of ordinances, levels of service, revenues, and capital projects.

- SWAC met 14 times and recommended a rate and capital spending plan.
- The final report and recommendation was submitted to the City Council during its workshop in November of 2018.

Action Step 2: Once the SWAC makes recommendations, provide a presentation to the City Council for final deliberations.

- The SWAC developed a report and recommendations that included the extent of service, level of service, and a rate and capital spending plan.
- The report was presented to the City Council during its workshop on November 5, 2018.



Action Step 3: Begin the construction of the Town Creek Culvert.

- City broke ground on the project in March of 2018.
- Work continues in the Fourth Street location.
- Third Street reopened in late 2018.
- Contractor is completing utility work near Fifth Street in preparation for culvert installation there.
- Second phase of construction has started with excavation and culvert installation taking place between the Tastee Thai and the Randy Doub Federal Courthouse.
- Contractor will continue to move south along the property line ultimately crossing 8th Street and moving up Washington Street.
- Contractor will continue to work in two locations in an effort to maintain the original contract schedule.

Action Step 4: Complete the FY18 Stormwater Repair Project

- Trader Construction was issued a Notice to Proceed on March 15, 2018.
- To date, Greenfield Blvd., Brookgreen Rd., Glasgow Ln., York Rd., First St., Fifth St., and Rock Springs Rd. are complete.
- Staff is currently working on task orders for Hooker Rd. and Ravenwood Dr.
- Work to be completed by March 15, 2019.

Action Step 5: Initiate design for one or more of the following: St. Andrews Stabilization Project; Elm Street between Fourth and Tar River outfall; Arlington Boulevard crossings between Evans and Hooker; Harding Street and First Street systems.

- Task order issued for design of the Arlington road system in conjunction with design for pavement improvements.
- All other projects presented to the SWAC for prioritization.

Priority 6 - Continue to implement the Town Common Master Plan (Recreation & Parks Director Gary Fenton)

Action Step 1: Complete and dedicate the Sycamore Hill Gateway project at the Town Common.

- Rhodeside and Harwell submitted 100% construction documents, and the site plans have been approved.
- Only 1 bid was received initially, requiring the City to rebid the project. No bids were received during the rebidding process.
- Exploring options for re-bidding.
- A fundraising initiative is associated with this project with the Sycamore Hill Missionary Baptist Church is among those supporting the effort.



- Donations will be accepted online at www.sycamorehillplaza.com

Action Step 2: Continue efforts to have a watercraft rental company available on site at the Town Common.

- Accessible canoe/kayak launch completed in November.
- East Group is working with City staff to finalize the details of a RFP to establish a public-private partnership at the Town Common.

Action Step 3: Develop a plan for more programming and activities at the Town Common.

- The second year of the Greenville Noon Rotary's Field of Honor at the Town Common will be on display from 5/25 to 7/6.
- Inner Banks Media will increase the number of mid-week concerts at the Town Common from three to five, with performances tentatively set for 4/24, 5/8, 5/22, 6/5 and 6/19.
- Fourteen Sunday in the Park Concerts have been scheduled this year, two more than in 2018.
- The Nulook Steppaz and NC Civil will host a line dancing event at Town Common on Saturday, May 4.
- Free weekly Zumba and yoga sessions will be held again at the Town Common beginning the week of April 2.
- Movie in the Park will include at least six movies in 2019, up from three last year.
- The PIO office has a one-stop web page that highlights scheduled events at the Town Common to raise awareness.

Action Step 4: Create and issue an RFP for a restaurant/event space to be developed in the 1.46 acres of Town Common that has no Land and Water Conservation Fund (LWCF) development restrictions.

- The East Group is creating an RFP for a public-private partnership related to the development of a restaurant/event space on the eastern end of the Town Common.
- The RFP is nearing completion, and staff expects to issue the RFP by spring of 2019.

Priority 7 - Tar River access and vantage points/Tar River Legacy Plan (Recreation & Parks Director Gary Fenton)

Action Step 1: Explore the acquisition of riverside lake lands as recommended in the Tar River Legacy Plan.

- Staff identified available land along the Tar River that would provide tremendous opportunities for the development of facilities for a variety of recreational pursuits.
- Some funding toward the purchase is identified in the GRPD capital budget.
- Initial meetings held with PARTF about grant assistance.



- City contracted with Stewart Engineering to complete a conceptual park master plan for an Adventure Park.

Action Step 2: Develop mountain bike trails connecting to the greenway and river overlook.

- The NC Dept. of Natural Resources is currently completing its environmental assessment of the property near the old landfill.
- Currently working through issues regarding capping the landfill.

Action Step 3: Investigate the creation of a gravel trail around the Beech Street connector pond along with fishing access.

- Preliminary evaluation of the half-mile gravel trail around the Beech Street Connector pond has been completed.
- Estimated cost for the project is \$20,000.
- Exploring opportunities for funding.

Action Step 4: Identify a site for establishing an additional overlook or river access along the Tar River, design overlook and seek no rise certification from NC Dept. of Environment and Natural Resources and the U.S. Army Corps of Engineers.

- Potential overlook site was previously identified at the intersection of South Tar Greenway and Green Mill Run Greenway.
- The East Group is developing concepts for a boat dock at the Town Common and will seek no rise certification.

Action Step 5: Seek grant opportunities to expand trails and greenways along the river.

- The project to extend the South Tar River Greenway westward from Town Common to Nash Street along the Tar River has been funded, and the City is working through contracting issues.
- Funding request for the Tar River Greenway has been submitted.

Priority 8 - Enhance public Safety through street lights, cameras and community police relations (Public Works Director Kevin Mulligan, Chief of Police Mark Holtzman)

Action Step 1: Establish 5-year street lighting plan with GUC to include expectations, priorities, responsibilities, and costs regarding the scope of the citywide lighting project.

- A 4-year conversion plan was established with GUC to convert street lights to LED. The first year included areas north of the river before moving into the Grid and beyond.
- There were 620 street lights converted to LED in 2018.
- An additional 460 fixtures are pending.



Action Step 2: Assess and implement the installation of new poles/lights in areas where the LED lighting conversion has been completed with the goal of eliminating any remaining areas that are underserved with light.

- GUC completed the installation of new poles and lights throughout the area of West Greenville.
- Additionally, flood lighting was installed in the intersection of Fifth and Reade Streets.
- Additional assessments will be completed and work orders generated as needed.

Action Step 3: Leverage technology to (remotely) adapt the lighting level for public safety needs on an ongoing/recurring basis.

- Adaptive lighting controls have been purchased and installed on sidewalks and parking lot lights in the Uptown District.

Action Step 4: Public safety cameras: Continue the expansion of the public safety camera network to include the exploration of a neighborhood partnership program.

- There was \$1 million allocated in the 2017-18 budget for lights and cameras.
- There have been 142 of 144 cameras installed at 68 of 70 locations.
- Exploring options for 39 additional cameras at 22 locations.
- There are currently 486 cameras throughout the city.

Action Step 5: Police community stakeholders meeting

- First event was held on June 21, 2018 at First Presbyterian Church and included Police Community Relations Committee, Neighborhood Advisory Board, civic liaison partners, Interfaith Clergy members, Citizens Police Academy alumni, and special interest groups such as the NAACP, SCLC, LGBT, AMERICAN and others.
- A second meeting is anticipated for April of 2019.

Action Step 6: Police community fair – annual event designed to invite the general public for engagement and education on police functions and initiatives in a relaxed fair-like setting.

- First event planned for October 4, 2018 was postponed due to Hurricane Florence.
- Police plan to incorporate the community fair into the annual stakeholders meeting that will be held in April of 2019.

Action Step 7: Safe police encounters – ongoing education initiative to improve public safety when stopped by the police and the complaint process.

- Presented at Interfaith Clergy in May of 2018, and presentation made at 6/11/18 Council meeting.
- Outreach events reached estimated 300,000 people.



- Safe encounters materials discussed and made available at Cops & Barbers locations and events, Police Department lobby, public libraries, GPD radio show, website, GPD Vimeo page and You Tube, Driver's Ed, and National Night Out.
- GPD participated in GAME P.L.A.Y. event at S. Greenville.

Action Step 8: PAL and Police Explorers – continued support for the PAL afterschool programs, youth camps, sports programs, and police explorers program.

- Summer programs included 3 PAL camps, 2 police academies, 3 football teams, and 1 cheerleading squad.
- PAL sponsored 2 Jackie Robinson League teams.
- Greenville Police Explorers assisted with parking at the Officer Down Memorial ride in May of 2018.
- Explorer meetings are held monthly at the South Greenville Recreation Center.

Action Step 9: Diversity recruiting – improve diversity in the department through focused outreach.

- Center City officers strived to share info during events such as Umbrella Market, Concert on the Common, etc.
- Recruiting efforts made during BLET graduations at PCC, ECC, and WCC.
- Department continues to target and attend career fairs at minority-based universities.
- Created an updated recruiting brochure for distribution at various community events/ career fairs.

Priority 9 - High performing organization (Human Resources Director Leah Futrell)

Action Step 1: Provide “at market” pay and benefits to attract and retain top talent by allowing funds in budget to provide for market-based increases in pay and benefits.

- City Council approved an average employee wage increase of 2.7% in 2018-19 budget and 2019-20 financial plan and a 2.1% adjustment of salary ranges to maintain market competitiveness.
- Budget also increased City's contribution to employee 401(k) plans by \$10 per pay period.

Action Step 2: Offer internal and external opportunities for professional growth and development through training, education, and mentoring.

- During FY17-18, City also offered customer service, social media, safety, and a variety of other training.
- City hired a Training and Development Specialist.
- All employees (new and current) will be participating in Public Sector Excellence, Customer Experience Owners, and Defeating Unconscious Bias training.



- B.R.I.D.G.E. training continues for new employees along with S.T.A.R. for new managers and supervisors.
- Also implementing new L.E.A.D. training program for experienced managers and supervisors.

Action Step 3: Expand efforts to make City government reflect the diversity of Greenville to effectively meet the needs of all citizens, by having diverse panels for every new hire or promotional process.

- To the extent possible, each interview panel includes diverse representation of perspectives and backgrounds with regard to gender, race, and other characteristics.
- When feasible, an HR employee serves as a member of the interview panel for new hires and promotions.

Action Step 4: Expand the City's Wellness program to enhance and maintain the optimal health of employees and retirees by increasing incentives.

- Employees and retirees are eligible to earn up to \$300 in benefits by participating in well-being activities such as biometric and preventative care screenings and health coaching.
- Incentive was doubled from \$150 to \$300 in 2018.

Action Step 5: Expand the scope of services of the employee health clinic to enhance the health and well-being of employees and retirees on the plan.

- On May 1, 2018, pharmacy services were added to provide onsite dispensing of commonly prescribed medications.
- Effective July 1, 2018, the number of provider hours increased to 12 hours per week.
- Covered spouses and dependent children at least 13 years old are now eligible to utilize the clinic.

Action Step 6: Provide employees with access to information regarding upcoming City initiatives and events.

- Wellness coordinators provide regular updates to employees regarding activities, programs, events, and healthy tips.
- The City's PIO provides information to all City employees about various news and events.
- The HR team provides resources for professional development and training initiatives.

Action Step 7: Sponsor annual teambuilding exercises for each work group including the department heads and City Council.

- The Training and Development Specialist is developing a variety of training programs for employees including teambuilding exercises.



OPEN DISCUSSION

Mayor Connelly opened the floor for general discussion and comments.

Mayor Pro-Tem Glover asked when work will begin on the 5th Street Roundabouts.

Public Works Director Kevin Mulligan stated they do not want that project ongoing in conjunction with work on the 10th Street Connector, plus there are some heir issues which must be addressed before he can provide a firm answer. He said he will provide an update to Council once a more direct answer is available.

Council Member Daniels asked about the Airport corridor, entryways and beautification.

City Manager Wall stated street light work, which was discussed previously at this meeting, has already been done north of the river.

Police Chief Mark Holtzman stated he would like to meet with Council Member Daniels to hear more about her perceptions of what is needed in her district.

Mayor Connelly asked how many cameras have been installed in that area.

Information Technology Director Rex Wilder said he thinks there are just under a dozen, but more are remaining to be installed.

CLOSED SESSION (ADDED)

Mayor Pro-Tem Glover moved to add a closed session to the agenda and enter same in accordance with G.S. §143-318.11 (a)(1) 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; G.S. §143-318.11(a)(3) to consult with the attorney in order to preserve the attorney/client privilege regarding settlement or handling of a claim; G.S. §143-318.11(a)(4) to discuss the location or expansion of industries or businesses within the City or areas served by the City; and G.S. §143-318.11 (a)(5) to provide instruction to the public body's staff in negotiating the purchase price and other material terms of a contract for the purchase of the following properties for possible economic development or other public purposes: (1) Property owned by Miracle Deliverance Church, 430 Bonners Lane and (2) Property owned by Hopf/Wells Co-Trustees, Rosa B. Wilson Heirs and Earl Rayfield Heirs on Old Pactolus and



NE Greenville Boulevard, Blue Heron Drive and Betsy Ross Road. Council Member Meyerhoeffer seconded the motion, which passed by unanimous vote.

Mayor Connelly declared the City Council in Closed Session at 1:02 pm and called a brief recess to allow Council Members to relocate to Conference Room 337.

Upon conclusion of the closed session discussion, motion was made by Council Member Smiley and seconded by Council Member Bell to return to open session. Motion was approved unanimously, and Mayor Connelly returned the City Council to open session at 2:30 pm.

ADJOURNMENT

There being no further discussion, Council Member Smiley moved to adjourn the meeting. Council Member Bell seconded the motion, which was approved by unanimous vote. Mayor Connelly declared the meeting adjourned at 2:31 pm.

Respectfully submitted,

Carol L. Barwick, CMC
City Clerk

OFFICIAL MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, APRIL 11, 2019



A regular meeting of the Greenville City Council was held on Thursday, April 11, 2019 in the Council Chambers, located on the third floor at City Hall, with Mayor P. J. Connelly presiding. Mayor Connelly called the meeting to order at 6:00 pm. Council Member Litchfield gave the invocation, followed by the Pledge of Allegiance.

Those Present:

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

Those Absent:

None

Also Present:

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

APPROVAL OF THE AGENDA

Council Member Smiley moved that the agenda be approved as presented. Council Member Meyerhoeffer seconded the motion, which passed by unanimous vote.

PUBLIC COMMENT PERIOD

Mayor Connelly opened the public comment period at 6:06 pm, explaining procedures which should be followed by all speakers.

Amanda Mann – 717 Hillsford Lane – Apex, NC

Ms. Mann stated she is here to address the Joyner rezoning item under Old Business and knows there are people from that neighborhood here to speak as well. They have had a good bit of dialogue over the past few weeks and have met a couple of times, including one meeting to go through ordinance items and DOT items with the engineer. They have also had phone and electronic contact with people, trying to work through issues the best way they could. They looked at deed restrictions or covenants that could potentially restrict the density if it was to become a multi-family project in the future. Some neighbors were in favor of that, but they didn't reach quite the consensus that they'd wanted.



APPOINTMENTS

APPOINTMENTS TO BOARDS AND COMMISSIONS

Community Appearance Commission

Council Member Smiley made a motion to reappoint Diane Kulik to a first three-year term that will expire April 2022. Council Member Bell seconded the motion and it carried unanimously.

Council Member Smiley made a motion to reappoint William Wooten to a second three-year term that will expire April 2022. Council Member Bell seconded the motion and it carried unanimously.

Council Member Smiley continued all remaining appointments.

Environmental Advisory Commission

Council Member Meyerhoeffer continued all appointments to the next meeting.

Greenville Bicycle & Pedestrian Commission

Council Member Bell continued all appointments to the next meeting.

Human Relations Council

Mayor Pro-Tem Glover continued all appointments.

Recreation & Parks Commission

Mayor Pro-Tem Glover appointments to the next meeting.

Youth Council

Mayor Pro-Tem Glover continued all remaining appointments to the next meeting.

OLD BUSINESS

ORDINANCE REQUESTED BY BOBBY W. JOYNER TO REZONE 12.943 ACRES LOCATED ALONG THE NORTHERN RIGHT-OF-WAY OF EAST FIRE TOWER ROAD AND ADJACENT TO MEETING PLACE SUBDIVISION FROM RA20 (RESIDENTIAL-AGRICULTURAL) TO OR (OFFICE-RESIDENTIAL [HIGH DENSITY MULTI-FAMILY]) – Ordinance No. 19-021

Having been heard at the March 11, 2019 City Council meeting, no formal presentation was made.



Council Member Smiley stated he would like the City Council to reconsider the vote taken at the last meeting. Traffic is getting worse in this area. Neighbors have tried to communicate with the applicant, but no consensus has been reached. This property is located in District 4 – his district – and in the past, Council Members have asked that others take their word for things within their district. This land will likely be rezoned and used at some point, but now is not the right time.

Council Member Smiley made a motion to deny the rezoning request, seconded by Council Member Meyerhoeffer. Motion failed by a vote of 2 to 4, with Council Members Smiley and Meyerhoeffer casting the only affirmative votes.

Mayor Pro-Tem Glover made a motion to approve the rezoning request, seconded by Council Member Bell. Motion passed by a vote of 4 to 2, with Council Members Smiley and Meyerhoeffer casting the only dissenting votes.

NEW BUSINESS

PUBLIC HEARINGS

ORDINANCE TO ANNEX BLACKWOOD RIDGE, PHASE 3 INVOLVING 3.6167 ACRES LOCATED BETWEEN COREY ROAD AND COUNTY HOME ROAD AND ADJACENT TO BLACKWOOD RIDGE SUBDIVISION – Ordinance No. 19-022

Chief Planner Chantae Gooby showed a map depicting the proposed annexation area, which is located within Winterville Township in voting district #5. The property is currently vacant with no population. A population of seven (7) is expected at full development. Current zoning is R9S (Residential-Single Family), with the proposed use being three (3) single-family lots. Present tax value is \$70,000, with tax value at full development estimated at \$1,333,747.

Mayor Connelly declared the public hearing for the proposed annexation open at 6:34 pm and invited anyone wishing to speak in favor to come forward.

Hearing no one, Mayor Connelly invited comment in opposition. Also hearing none, Mayor Connelly closed the public hearing at 6:35 pm.

Council Member Bell moved to adopt the ordinance to annex Blackwood Ridge, Phase 3, involving 3.6167 acres located between Corey Road and County Home Road and adjacent to Blackwood Ridge Subdivision. Council Member Litchfield seconded the motion, which passed by unanimous vote.



ORDINANCE REQUESTED BY BLACKWOOD, PARROTT & ROBERSON, LLC TO REZONE 3.6167 ACRES LOCATED EAST OF COREY ROAD AND ADJACENT TO BLACKWOOD RIDGE SUBDIVISION FROM RR (RURAL RESIDENTIAL – PITT COUNTY'S JURISDICTION) TO R9S (RESIDENTIAL-SINGLE-FAMILY) – Ordinance No. 19-023

Chief Planner Chantae Gooby stated Blackwood, Parrott and Roberson, LLC has requested to rezone 3.6167 acres located east of Corey Road and adjacent to Blackwood Ridge Subdivision from RR (Rural Residential – Pitt County's Jurisdiction) to R9S (Residential-Single-family).

Since the current zoning and proposed zoning will accommodate the same use and density, a traffic volume report was not generated.

This property was annexed into the City with the previous item based on a voluntary annexation request and as such, it is appropriate to apply City zoning. There are no known historic effects on the site and both water and sanitary sewer are available. There is a blue line stream along the northern property line, which will require a 50-foot riparian buffer along the bank. There is not a mapped flood plain along the stream. Hydric soils may be present requiring a wetland delineation and possible permits before approval of a development plan. The property is located in the Fork Swamp Tributary 1 Watershed. If stormwater rules apply, it would require 25-year detention and nitrogen reduction.

Under the current and proposed zoning, Ms. Gooby stated the site could accommodate three (3) single-family lots. The anticipated build-out time is within 2-3 years.

Surrounding land uses and zoning are as follows:

North: RR - Farmland

South: RR - Farmland

East: RR - Woodland and farmland

West: R9S - Blackwood Ridge Subdivision

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

Ms. Gooby stated the Planning and Zoning Commission voted unanimously to recommend approval of the request at its March 19, 2019 meeting.

Mayor Connelly declared the public hearing for the proposed rezoning open at 6:34 pm



and invited anyone wishing to speak in favor to come forward.

Ken Malpass – No Address Given

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

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

Council Member Meyerhoeffer moved to adopt the ordinance to rezone 3.6167 acres located east of Corey Road and adjacent to Blackwood Ridge Subdivision from RR (Rural Residential – Pitt County’s Jurisdiction) to R9S (Residential-Single-family). Council Member Daniels seconded the motion, which passed by unanimous vote.

ORDINANCE REQUESTED BY OCEAN REEF INVESTMENTS, LLC TO AMEND THE FUTURE LAND USE AND CHARACTER MAP FOR 3.058 ACRES FROM THE RESIDENTIAL, HIGH DENSITY (HDR) LAND USE CHARACTER TO THE COMMERCIAL (C) LAND USE CHARACTER FOR THE PROPERTY LOCATED ON THE SOUTHEASTERN CORNER OF THE INTERSECTION OF MACGREGOR DOWNS ROAD AND B’S BARBEQUE ROAD– Ordinance No. 19-024

Chief Planner Chantae Gooby stated the City received a request from Ocean Reef Investments, LLC to amend the Future Land Use and Character Map for 3.058 acres from the Residential, High Density (HDR) land use character to the Commercial (C) land use character for the property located on the southeastern corner of the intersection of MacGregor Downs Road and B’s Barbeque Road.

Ms. Gooby explained that the current use has residential areas composed primarily of multi-family housing in various forms. It is defined by existing development patterns where building size and style tend to be consistent within a development, with large blocks, and limited connectivity between different building types and uses. Future development should take a more traditional neighborhood pattern where different residential types are connected in a walkable pattern. High density residential is typically appropriate near activity centers and corridors.

The proposed land use is primarily community and regional-scale commercial development situated near and along major roadway corridors. Existing development is characterized by buildings set back from streets behind surface parking. That existing pattern should evolve to become more walkable with shorter blocks, buildings near streets, shared parking and connections to surrounding development.

Based on the analysis comparing the existing land use category (384 daily trips) and requested land use category, the proposed land use category could generate approximately



274 trips to and from the site on B's BBQ Road, which is a net decrease of 110 trips per day. Since the traffic analysis indicates that the proposal would generate less traffic than the existing land use category, a traffic volume report was not generated. During the review process, measures to mitigate the traffic will be determined.

Ms. Gooby stated that in staff's opinion, the current Future Land Use and Character Map recommendations for this area still fulfill the principles that guided the Comprehensive Plan Committee. There have been no unexpected changes in development patterns that would warrant an amendment to the Future Land Use and Character Map since its adoption; therefore, staff recommends denial. The Planning and Zoning Commission voted to unanimously to approve the request at its March 19, 2019 meeting.

Mayor Connelly declared the public hearing for the proposed amendment open at 6:40 pm and invited anyone wishing to speak in favor to come forward.

Mike Baldwin – No Address Given

Mr. Baldwin stated having gone through foreclosure, this property has been continually marketed for office and multi-family with no success. Commercial use adjacent to High-Density Residential has come to be considered as transitional zoning. He offered to answer any questions the Council may have.

Council Member Smiley commented on how frequently Mr. Baldwin asks the Council to consider changes to the land use plan and encouraged them to deny the request.

Council Member Litchfield stated there are many thousands of parcels within the City and no all will make sense. He said he feels change is warranted in this case.

Council Member Smiley said he feels other groups are taking their queues from Council and are no longer defending the land use plan.

Council Member Meyerhoeffer feels the public has spoken on this in that the property has sat idle for five years in spite of attempts to make it marketable.

Mayor Pro-Tem Glover noted Mr. Baldwin is not the applicant in this case, but merely someone hired to do a job, which includes representing the applicant.

Hearing no one else wishing to speak in favor, Mayor Connelly invited comment in opposition. Hearing none, Mayor Connelly closed the public hearing at 6:45 pm.

Council Member Litchfield moved to adopt the ordinance to amend the Future Land Use and Character Map for 3.058 acres from the Residential, High Density (HDR) land use character to the Commercial (C) land use character for the property located on the southeastern corner of the intersection of MacGregor Downs Road and B's Barbeque Road.



Council Member Meyerhoeffer seconded the motion, which passed by a vote of 5 to 1, with Council Member Smiley casting the dissenting vote.

ORDINANCE REQUESTED BY THE COMMUNITY DEVELOPMENT DEPARTMENT TO AMEND TITLE 9, CHAPTER 4, ARTICLE U, TABLE OF USES (C) (3) TO ALLOW BARBER AND BEAUTY SHOPS AS A HOME OCCUPATION WITH A SPECIAL USE PERMIT IN THE R9S AND R15S ZONING DISTRICTS– Ordinance No. 19-025

Chief Planner Chantae Gooby stated the City received a text amendment application from Sharnisha Little to amend the table of uses that would allow a barber and beauty shop as a home occupation. The applicant's property was zoned R9S, or single-family. After researching the proposed text amendment, staff determined that the text amendment should be more broad and include other zoning districts to meet the intent and definition of a home occupation. Therefore, staff refunded the applicant's fee and determined this should be a staff-initiated request in order to meet the intent of home occupations.

Ms. Gooby stated that in staff's opinion, the request is in compliance with Horizons 2026: Greenville's Community Plan. Many entrepreneurs begin working out of their own home before committing to designated office space. Support infrastructure necessary for telecommuting, which can provide flexibility for workers and businesses to expand. Therefore, staff recommends approval. The Planning and Zoning Commission voted to unanimously to approve the request at its March 19, 2019 meeting.

Mayor Connelly declared the public hearing for the proposed text amendment open at 6:59 pm and invited anyone wishing to speak in favor to come forward.

Sharnisha Little – No Address Given

Ms. Little stated as a single mother with four daughters, this will impact her significantly. Not only will this allow her to work close to home so she can be there for the girls, having to work away from home essentially requires her to pay two mortgages. She stated she already has blueprints drawn for a shop at her home and has the neighbors' blessings

Hearing no one else wishing to speak in favor, Mayor Connelly invited comment in opposition. Hearing none, Mayor Connelly closed the public hearing at 7:02 pm.

Mayor Pro-Tem Glover wished Ms. Little much success with her shop and moved to adopt the ordinance to amend the table of uses that would allow a barber and beauty shop as a home occupation. Council Member Litchfield seconded the motion, which passed by unanimous vote.

RESOLUTION APPROVING A JOB CREATION GRANT AND ECONOMIC DEVELOPMENT AGREEMENT WITH TAFT FAMILY VENTURES – Resolution No. 019-19



Assistant City Manager Ken Graves stated that Taft Family Ventures is redeveloping a vacant building at 631 Dickinson Avenue for their new corporate headquarters. The relocation and expansion of their corporate headquarters will assist in the revitalization of the Dickinson Avenue Corridor and West Greenville Area. The project is expected to increase the taxable property base, stimulate the local economy, promote business, and provide employment opportunities. The anticipated headquarters will require roughly \$3.5 million in acquisition and renovation costs and locate 38 full-time jobs, 15 of which are new, to the Uptown area.

If the City does not issue this grant, Mr. Graves stated Taft Family Ventures could relocate its headquarters to another city in North Carolina. In addition, the proposed vacant building to be renovated is in an Economic Development Investment (EDI) Zone that is a priority area established for economic development.

Job Creation Grant funding is based on an increase in property tax generated from the investment, with up to 75% of the increase being returned to the business as an incentive. Grants may be awarded in annual installments with a grant period ranging from 3 to 5 years, but up to 7 years for transformative projects. Mr. Graves said the Job Creation Grant request for Taft Family Ventures was approved by the City Council Economic Development Committee on February 13, 2019. At its March 14, 2019 City Council meeting, staff recommended approval of the grant request.

Based on Office of Economic Development estimates, Mr. Graves stated a 7-year grant period for Taft Family Ventures will result in an incentive totaling approximately \$69,560.40. Due to the incentive being generated through a property tax offset, the incentive will have a net-neutral budget impact.

Mayor Connelly declared the public hearing for the proposed job creation grant open at 7:06 pm and invited anyone wishing to speak in favor to come forward.

Hearing none, Mayor Connelly invited comment in opposition. Also hearing none, Mayor Connelly closed the public hearing at 7:07 pm.

Mayor Pro-Tem Glover moved to authorize the execution of an economic development agreement with Taft Family Ventures, awarding the Job Creation Grant in an amount not to exceed \$69,560.40. Council Member Bell seconded the motion, which passed by unanimous vote.

OTHER ITEMS OF BUSINESS

STORMWATER UTILITY FEE ALTERNATIVES



Assistant City Manager Michael Cowin stated in August 2016, after presentation of the Watershed Master Plans to City Council, Public Works was directed to assemble a stakeholders group to complete a utility rate study linking maintenance, capital improvement needs, financing, and policy.

The Stormwater Advisory Committee (SWAC) met 14 times over the last two years and presented recommended changes to the extent and level of service, capital project implementation, and impacts to utility rate. City staff provided additional information on the SWAC recommendation and other alternatives for a sustainable Stormwater Management Program at the February 11, 2019 City Council Workshop. These alternatives detailed levels of service and capital project implementation for various utility rates.

Council provided input at the February workshop, which staff utilized to develop two additional alternatives. Staff presented an overview of the two alternatives at the March 25, 2019 City Council Workshop. Following some additional guidance, Council directed staff to present the two alternatives for stormwater fees at tonight’s meeting. In short, the two alternatives, A and B, increase the ERU rate over a five year period by \$2.00 and \$4.00 per month over a five-year period.

Mr. Cowin stated both alternatives were evaluated based on funding parameters, preventive maintenance levels, preventive maintenance levels and projects funded.

Public Works Director Kevin Mulligan discussed work that could be done under the two alternatives, which can be summarized as follows:

Parameter	Alt. A	Alt. B
Increase in Rater per ERU Over 5 Years	\$2.00	\$4.00
Monthly Administrative Charge per Account	\$0.00	
Minimum Charge of 1 ERU per Account	No	
Pay-As-You-Go Funding of Projects	Yes	
Debt Financing Used to Fund Projects	Yes	
Long Range Debt Plan Methodology Used	Yes	
Fund Balance Used to Manage Projects	Yes	
Inspections of New Infrastructure	50.0%	
Public Channels Cleaned	Every Year	
Catch Basins Cleaned/Inspected	Every 2.5 Years	
All Pipes Cleaned/Inspected	Every 7 Years	
Utility Bill Audits	Yes	
Condition Assessment	20 Yr Full Review	
Annual Funding for Preventive Maintenance	\$1,500,000	
Total Projects Over 5 Years	\$ 15,200,000	\$ 25,500,000



Council Member Smiley moved that the Council select Alternative B, which includes a \$4.00 increase in the ERU rate over a five year period. Council Member Litchfield seconded the motion.

Mayor Pro-Tem Glover stated she knows it takes money to do the jobs that need to be done, but her constituents find \$0.50 to \$1.00 to be a lot of money. There are many elderly residents who are on fixed incomes and she does not want to see the citizens of Districts 1 and 2 burdened with another tax for stormwater.

Council Member Meyerhoeffer said he heard the word “capacity” quite a few times and that is key in completion of projects. He favors Alternative A, which will still increase the amount of work that can be done to address stormwater, but will be more manageable.

Mayor Connelly stated he also favors Alternative A. There are many needs in the community and stormwater is a big priority, but there is only limited funding to do them all. The road still isn’t complete in front of J. H. Rose from the bond adopted a few years ago. He feels Alternative B is setting the City up for failure.

There being no further discussion, the City Council voted 4 to 2 in favor of Alternative B, with Mayor Pro-Tem Glover and Council Member Meyerhoeffer casting the dissenting votes.

**RECOMMENDATIONS FROM THE ENVIRONMENTAL ADVISORY COMMISSION
REGARDING GREENHOUSE GAS EMISSIONS AND PROPOSED REVISIONS TO THE
FEDERAL DEFINITION OF “WATERS OF THE US” IN THE FEDERAL CLEAN WATER ACT**

City Manager Ann Wall stated the Environmental Advisory Commission (EAC) adopted resolutions at their meeting on March 7, 2019 meeting pertaining to (1) greenhouse gas emissions and (2) the Environmental Protection Agency (EPA)-proposed revisions to the federal definition of "Waters of the US" in the Federal Clean Water Act. Further, the EAC recommended that the resolutions be forwarded to City Council for their consideration. Council Member Smiley asked that it be added to the agenda.

Public Works Director Kevin Mulligan stated EAC has made recommendations related to climate change and the Waters of the US. He said he will address the latter first.

To provide some history, in 1988, the definition of the Waters of the US claim navigable waters, tributaries and adjacent wetlands. In 2015, the rule expanded jurisdictional claim to include ephemeral streams (something like a stormwater ditch) and concentrated flows or point source outfalls. Comments are due next week on the 2017 rule, which retracts the jurisdictional claim to ephemeral streams and concentrated flows, and defines adjacent to



mean surface water connection only. Basically, it moves back some of the past restrictions. The EAC crafted a resolution they would like to submit as their public comment to the EPA.

Council Member Smiley said basically the EPA has asked for public comment, the EAC has drafted its comments and are asking the Council to approve sending them to the EPA.

Mr. Mulligan stated that was correct.

Council member Meyerhoeffer asked if expert opinions were heard on this matter. He stated he would like to hear those opinions on why the City should or should not support these changes. He said he didn't feel comfortable sending a recommendation without that.

Mr. Mulligan stated there are some very well-qualified people on the EAC who put this together. The impact of sending this to the EPA is certainly no harm, and the impact to the City is minimal because of the Waters of the State.

Mayor Connelly asked when the City last sent a recommendation to the Federal Government on a policy.

City Manager Ann Wall stated it has not been done within her tenure with the City. It does not appear to be standard practice.

Council Member Smiley stated this is why the EAC was established. They are engineers and scientists and they've taken it upon themselves to research this and find out what would be in the City's best interest. He feels the City Council should forward the recommendation on their behalf and moved to do so.

Mayor Pro-Tem Glover seconded the motion, which resulted in a 3 to 3 tie with Mayor Pro-Tem Glover and Council Members Daniels and Smiley in favor. Council Members Bell, Litchfield and Meyerhoeffer were opposed. Mayor Connelly also voted in opposition to break the tie, causing the motion to fail.

Mr. Mulligan stated the second part of EAC's recommendation is to hire additional staff to implement further efforts to reduce greenhouse gas emissions. He then provided a quick summary of what the City has done over the past ten years to reduce greenhouse gas emissions.

- Evaluated and changed purchasing policies so that the City purchases appliances and equipment that are all Energy Star rated
- Implemented an environmental purchasing policy, monitored by the Finance Department and Purchasing Division
- Transmitted Agendas and minutes for Council and Commission meetings electronically
- Provided recycling containers for all city offices and facilities
- Contracted with Snyder Consulting for guaranteed energy savings
- Conducted energy audits of all City facilities



- Required LEED Certification for buildings of certain sizes
- Implemented a Vehicle and Equipment Idle Reduction Policy
- Adopted Street Lighting Standards
- Expanded multi-modal transportation
- Adopted a Complete Streets Policy
- Converted traffic signals to LED
- Replaced selected vehicles with alternative fuel vehicles
- Continued development of Urban Forestry Master Plan

Council Member Smiley asked if there is any way of putting a number to how effective these efforts have been.

Mr. Mulligan stated with some of these initiatives, it is certain possible to estimate what the impact has been. Certain aspects of the energy savings contract are measurable.

Council Member Meyerhoeffer feels Council should all be in favor of this. It is a sustainable energy promise. The goals are to

- Recommit to a goal of reducing greenhouse gas emissions.
- Require that a plan of action to achieve this objective be incorporated in the work of all departments of city government and its adoption be promoted among all organizations and residents of the city.
- Direct the creation within city government of an entity, to include staff and relevant stakeholders, which will be responsible for this program, to include responsibility for measuring greenhouse gas emissions, setting baseline, short- and long-term emission objectives consistent with scientifically established norms; development, implementation and evaluation of programs and activities that will achieve a transition to renewable energy.

Council Member Smiley moved that City Council support portions of the EAC resolution to (1) recommit to the goal of reducing greenhouse gas emissions, (2) continue actions within the City where feasible to build efficient and sustainable processes into daily operations and construction and (3) ask the EAC, with support of staff, to work with experts on the EAC or in the community to find a way of evaluating how successful the City has been at controlling and reducing its carbon footprint. Council Member Bell seconded the motion.

Following a general discussion on how various impacts can be measured and clarification that hiring a dedicated staff person for this is not part of the motion, the City Council voted unanimously to approve the motion on the floor.

Mayor Connelly asked who are the community experts to which Council Member Smiley referred.

Council Member Smiley stated he was referring to EAC members and to published researchers at ECU.



CITY MANAGER'S REPORT

City Manager Wall stated several Public Information staff members are attending the 3C Conference, which is the association for Communications professionals throughout North Carolina. At that event today, Greenville received 5 first place and 1 second place award, including Social Media Use, Printed Publication Use, Annual Reports, Most Creative with Least Dollars Spent and Still Photography.

City Manager Wall stated the City has also been awarded an NC Department of Transportation Mobi Award, which recognizes efforts in multi-modal transportation. Greenville won the Tourism category for the G. K. Butterfield Transportation Center.

On a more serious note, City Manager Wall stated the City's computer system has been impacted by ransomware in recent days, with over 130 systems and over 800 work stations that must be addressed. The IT staff is working diligently to restore the City's computer network, while other staff continues to provide services to the City's residents. It has been necessary to revert to old methods for some things, but the City has not missed a beat in providing for the needs of its citizens. She thanked the City's staff for the hard work and the citizens for their patience while the City is in recovery mode.

COMMENTS FROM THE MAYOR AND CITY COUNCIL

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

ADJOURNMENT

Council Member Bell moved to adjourn the meeting, seconded by Mayor Pro-Tem Glover. There being no further discussion, the motion passed by unanimous vote and Mayor Connelly adjourned the meeting at 8:35 pm.

Respectfully submitted,

Carol L. Barwick, CMC
City Clerk

OFFICIAL MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, MAY 9, 2019



A regular meeting of the Greenville City Council was held on Thursday, May 9, 2019 in the Council Chambers, located on the third floor at City Hall, with Mayor P. J. Connelly presiding. Mayor Connelly called the meeting to order at 6:00 pm. Mayor Connelly gave the invocation, followed by the Pledge of Allegiance.

Those Present:

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

Those Absent:

None

Also Present:

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

APPROVAL OF THE AGENDA

City Manager Ann Wall asked that the NC3C Award recognition be postponed to the May 20th meeting.

Council Member Bell moved that the agenda be approved with the change noted by the City Manager. Mayor Pro-Tem Glover seconded the motion, which passed by unanimous vote.

PUBLIC COMMENT PERIOD

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

Steven Hardy-Braz – N. Greene Street

Mr. Hardy-Braz invited those in attendance and people listening at home to take part in the 2019 Ride of Silence, which honors bicyclists killed by motorists, promotes sharing the road and provides awareness of bicycling safety. This year's event will be held Wednesday, May 15th beginning at 6:00 pm on Reade Circle, and will be followed by a social at Pitt Street Brewery.



Hearing no one else who wished to speak during the Public Comment period, Mayor Connelly recognized Alan Hutchinson, Boy Scout Troup 30, who was present in the audience, and closed the public comment period at 6:10 pm.

SPECIAL RECOGNITIONS

City Manager Ann Wall introduced four interns from East Carolina University who will be working with the City in various capacities over the next few months: Ashley Gaskins, Chris Kelly, Dennis Wandu and J'amir Douglas (not present).

CHARLIE JOHNSON – NC SCHOLASTIC CHESS CHAMPIONSHIP – 2ND PLACE IN HIGH SCHOOL U 1500 DIVISION

Mayor Connelly and Council Member Smiley recognized Charlie Johnson, son of Dr. Patrick and Kelly Johnson of Greenville, for having scored 4.5 out of a possible 5.0 to earn 2nd place in the High School U 1500 Division of the 2019 NC Scholastic Chess Championship in Charlotte. There were 593 competitors. Charlie, who is a Junior at Arendell Parrott Academy, won rounds 1, 3, 4 and 5, while taking a draw in round 2.

UNC SCHOOL OF GOVERNMENT 2018-2019 MUNICIPAL ADMINISTRATION COURSE GRADUATES – EMANUEL MCGIRT AND ALISHA MCNEIL

City Manager Ann Wall and Mayor Connelly recognized City Attorney Emanuel McGirt and Internal Auditor Alisha McNeil who recently completed the School of Government's Municipal Administration program. The program required them to attend classes for about a year covering the different aspects of municipal administration.

2019 NORTH CAROLINA CITY AND COUNTY COMMUNICATORS (NC3C) EXCELLENCE IN COMMUNICATIONS AWARDS

Postponed to May 20th.

NEW BUSINESS

PUBLIC HEARINGS

ORDINANCE TO ANNEX THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION PROPERTY INVOLVING 26.22 ACRES LOCATED AT THE NORTHWESTERN CORNER OF THE INTERSECTION OF NORTH MEMORIAL DRIVE AND WEST BELVOIR ROAD

– (Ordinance No. 19-026)



Chief Planner Chantae Gooby showed a map depicting the proposed annexation area, which is located within Belvoir Township in voting district #1. The property is currently vacant with no population, and no population is expected at full development. Current zoning is CH (Heavy Commercial), with the proposed use being a 37,000+/- square foot equipment repair shop. The property is, and will remain, tax exempt.

Mayor Connelly declared the public hearing for the proposed annexation open at 6:15 pm and invited anyone wishing to speak in favor to come forward.

Dwight Vernelson – No Address Given

Mr. Vernelson, of Rivers & Associates, stated he is present on behalf of the applicant and available to answer any questions the Council might have.

Hearing no one else wishing to speak in favor, Mayor Connelly invited comment in opposition. Hearing none, Mayor Connelly closed the public hearing at 6:16 pm.

Mayor Pro-Tem Glover moved to adopt the ordinance to annex the NC Department of Transportation property involving 26.22 acres located at the northwestern corner of the intersection of North Memorial Drive and West Belvoir Road. Council Member Meyerhoeffer seconded the motion, which passed by unanimous vote.

PUBLIC HEARING FOR THE 2019-2020 ANNUAL ACTION PLAN FOR CDBG AND HOME PROGRAMS

Senior Planner Tiana Berryman stated it is once again time to take a look at the annual action plan which details funding and projects related to Community Development. For the sake of those viewing at home, the Consolidated Plan looks at 5-year funding, activities and need. The Annual Action Plan looks at 1-year funding and activities. The CAPER reports on accomplishments and investments during the prior fiscal year.

The bread and butter of the Housing Division is the production of Affordable Housing, but they are also engaged in a number of auxiliary activities such as down payment assistance, owner-occupied rehabilitation, support grants, economic empowerment and neighborhood revitalization.

Ms. Berryman stated priorities for the 2019-2020 program year include:

- Affordable Housing Preservation and Development
- Reduction of Slum and Blight
- Addressing Homelessness
- Improvements to Public Facilities and Infrastructure
- Expansion of Available Public Services

She then discussed anticipated funding for the development year.



2019-2020 Funding

Funding Source	Anticipated Amount
Community Development Block Grant	\$918,753
HOME Investment Partnership	\$495,622
Greenville Utilities	\$150,000
Local Match Funding	\$309,830
Total	\$1,874,205

Ms. Berryman said program income is received and reinvested into the program.

	Expected Amount Available Year 2			Total: \$
	Annual Allocation	Program Income	Prior Year Resources	
CDBG	\$918,753	\$30,000	\$789,123	\$1,737,876
HOME	\$495,622	\$30,000	\$1,259,300	\$1,784,922

Ms. Berryman explained programs and funding for CDBG and HOME, noting applicable caps and typical uses. She stated the Rehab and Urgent Repair program is probably the most sought-after program and is currently capped at \$60,000 for a full rehab.

Activity	CDBG	HOME
Program Admin	\$183,750	\$49,562
Rehabilitation/UR	\$650,000	\$315,360
Public Facilities	\$200,000	
Public Services	\$100,000	
Acquisition	\$100,000	
Clearance/Demolition	\$50,000	
CHDO Reserve		\$300,000
Down Payment Assistance		\$120,000
New Construction	\$454,126	\$1,000,000
Total	\$1,737,876	\$1,784,922

Programs & Funding



Ms. Berryman closed with an explanation of the recommendation of the Affordable Housing Loan Committee for public service funding.

Public Service Funding	Agency	Program Title	Purpose	Recommended Award
	Center for Family Violence	Crisis Recovery Services	Homeless Needs	\$19,995.00
	Martin Pitt Partnership for Children	Parents as Teachers	Youth Development	\$19,995.00
	Boys & Girls Club of the Coastal Plain	Club Academy	Youth Development	\$18,993.00
	ECU Family Therapy Clinic	Hope & Strength After Trauma (HASTA)	Mental Health	\$18,978.00
	Pitt County Council of Aging	Fall Prevention	LMI Seniors	\$9,000.00
	Community Crossroads Center	Vi-SPDAT Assessments	Homeless Needs	\$8,640.00
	Literacy Volunteers of America	Welcome to Econoville	Financial Literacy	\$4,399.00

Council Member Litchfield asked if all the public service funding dollars remain in the local area.

Ms. Berryman stated the funding remains local and documentation is required to insure all requirements are met.

Council Member Daniels asked about community interaction during CDBG Week.

Ms. Berryman stated there was a bus tour that was well-attended to show dollars at work in the community and how people could get involved. There was training available for contractors and a CHDO interest meeting with non-profit developers. The Annual Action Plan was presented at a public meeting and there was a Rock-the-Block Party with plenty of food for kids and parents to promote available programs. There was also a homeowners' workshop.

Mayor Pro-Tem Glover asked about plans for Lincoln Park.

Ms. Berryman stated the development is new single-family housing and there are 11 lots remaining.

Mayor Connelly declared the public hearing for the proposed action plan open at 6:39 pm and invited anyone wishing to speak in favor to come forward.



Hearing none, Mayor Connelly invited comment in opposition. Also hearing none, Mayor Connelly closed the public hearing at 6:40 pm.

Mayor Pro-Tem Glover moved to approve the 2019-2020 Annual Action Plan for the CDBG and HOME programs for implementation and authorize the Mayor and/or City Manager, as appropriate, to sign required documents. Council Member Daniels seconded the motion, which passed by unanimous vote.

SERIES RESOLUTION FOR GREENVILLE UTILITIES COMMISSION 2019 REVENUE BONDS ISSUANCE – (Resolution No. 020-19)

Greenville Utilities Commission (GUC) Chief Financial Officer Chris Padgett stated in March 2019, he presented and Council approved a findings resolution for the financing team in connection with the issuance and sale of the Series 2019 Bonds, making the findings and determinations required by the North Carolina Local Government Commission (LGC) with respect to the issuance of up to \$58,000,000 Combined Enterprise System Revenue Bonds, Series 2019. Tonight, GUC is asking City Council to consider the adoption of a series resolution relating to the Series 2019 Bonds and agreeing to:

- Authorize the issuance of revenue bonds of the City, designated “Greenville Utilities Commission Combined Enterprise System Revenue Bonds, Series 2019” (Series 2019 Bonds) in the aggregate principal amount not to exceed \$58,000,000
- Authorize the use and distribution of the Preliminary Official Statement by J.P. Morgan Securities LLC and First Tennessee Bank National Association as the Underwriters of the Series 2019 Bonds
- Authorize and direct the City Manager (or in her absence, the Director of Financial Services) and the General Manager (or in his absence, the Chief Financial Officer) to execute and deliver the Final Official Statement on behalf of the City and GUC
- Authorize the LGC to award the Series 2019 Bonds at negotiated sale without advertisement to the Underwriters in accordance with the provisions in the bond purchase agreement
- Authorize the City Manager and the Director of Financial Services to execute the bond purchase agreement
- Make annual continuing disclosure filings and event notice filings described in Section 14 of the Series Resolution
- Authorize officers, agents and employees of the City and GUC and the officers and agents of the Trustee and Bond Registrar to do all acts and things required of them by the provisions of the Series Resolution
- Authorize, approve, and ratify any and all actions heretofore taken by the City and officers, agents and employees of the City in connection with the transactions
- Approve the 2019 additional improvements as described in the Series Resolution

Mr. Padgett the City Council to hold a public hearing on the issuance of the Series 2019 Bonds and the use of the proceeds for electric generating facilities in order to qualify the \$6,000,000 portion of the Series 2019 Bonds that will finance certain electric generating



facilities on the campus of Vidant Medical Center as tax-exempt bonds in compliance with federal tax laws. He further asked that the Council, following the public hearing, adopt the Series Resolution and noted there is no cost to the City. The GUC Board of Commissioners adopted a similar resolution at their April 18, 2019 regular board meeting.

Mayor Connelly declared the public hearing for the proposed revenue bonds issuance open at 6:44 pm and invited anyone wishing to speak in favor to come forward.

Hearing none, Mayor Connelly invited comment in opposition. Also hearing none, Mayor Connelly closed the public hearing at 6:45 pm.

Council Member Smiley moved to adopt the Series Resolution and approve the subsequent execution of all collateral documentation necessary to consummate the closing of this bond transaction. Council Member Bell seconded the motion, which passed by unanimous vote.

OTHER ITEMS OF BUSINESS

PRESENTATION OF THE CITY'S PROPOSED FISCAL YEAR 2019-20 OPERATING BUDGET

Assistant City Manager Michael Cowin stated the budget is balanced and constitutes the City's revenue and expense authorization for FY2020 as required by North Carolina law. The proposed budget continues the trend of increasing investment the City's buildings, infrastructure and its employees, focusing on driving community revitalization and improving the quality of life for Greenville's citizens. Such investments will continue to support and enhance economic development, centered on growing a sustainable tax base and providing new employment opportunities. The FY2020 proposed budget includes all City operating funds as well as separate budgets for the Greenville Utilities Commission, Pitt-Greenville Convention and Visitors Authority and Shepard Memorial Library.

Mr. Cowin stated the City's FY2020 total operating budget is \$136,468,370, which represents an increase of 2.23% across all funds as compared to the FY2019 adopted budget. The FY2020 proposed budget for all funds, inclusive of independent commissions and authorities, is \$401,140,206, which represents an increase of 2.67% compared to FY2019.

FUND	2016 ACTUAL	2017 ACTUAL	2018 ORIGINAL BUDGET	2019 ORIGINAL BUDGET	INC/ (DEC)	2020 PROPOSED BUDGET	INC/ (DEC)
General	\$ 77,638,278	\$ 80,855,039	\$ 82,013,799	\$ 84,993,936	3.63%	\$ 85,687,681	0.82%
Debt Service	10,991,661	5,626,726	5,448,934	5,463,492	0.27%	5,559,881	1.76%
Public Transportation	2,638,980	2,269,117	2,858,391	3,249,922	13.70%	3,288,032	1.17%
Fleet Maintenance	4,058,800	4,288,034	4,337,071	4,431,156	2.17%	4,561,394	2.94%
Sanitation	7,460,008	7,701,930	7,619,286	7,843,096	2.94%	7,895,860	0.67%
Stormwater	4,905,213	5,462,158	5,928,998	5,882,000	-0.79%	7,368,459	25.27%
Housing	1,251,636	1,520,001	1,424,149	1,597,179	12.15%	1,733,500	8.54%
Health Insurance	12,233,780	12,924,677	13,135,690	13,562,600	3.25%	14,003,384	3.25%
Vehicle Replacement	2,161,931	3,638,255	4,934,770	4,332,161	-12.21%	4,700,179	8.50%
Facilities Improvement	1,579,180	1,590,000	1,542,000	1,400,000	-9.21%	1,280,000	-8.57%
Capital Reserve	1,447,851	467,842	-	740,000	0.00%	390,000	-47.30%
TOTAL CITY MANAGED FUNDS	\$ 126,367,318	\$ 125,843,779	\$ 129,243,088	\$ 133,495,542	3.29%	\$ 136,468,370	2.23%
Greenville Utilities Commission	\$ 250,509,023	\$ 251,913,068	\$ 250,541,773	\$ 253,310,658	0.00%	\$ 260,518,135	2.85%
Convention & Visitors Authority	1,099,168	1,291,124	1,228,484	1,396,501	13.68%	1,599,082	14.51%
Sheppard Memorial Library	2,308,937	2,528,942	2,432,280	2,489,281	2.34%	2,554,619	2.62%
TOTAL INDEPENDENT AGENCIES	\$ 253,917,128	\$ 255,733,134	\$ 254,202,537	\$ 257,196,440	1.18%	\$ 264,671,836	2.91%
TOTAL ALL FUNDS	\$ 380,284,446	\$ 381,576,913	\$ 383,445,625	\$ 390,691,982	1.89%	\$ 401,140,206	2.67%



Mr. Cowin provided a general summary of budget highlights for the proposed FY2020 General Fund (GF) in relation to the City Council's budget objectives:

- **A HIGH PERFORMING CITY**
 - Maintains current property tax rate at 52¢
 - Invests 85% of all GF Revenues into Core Public Service areas
- **A GREAT WORKFORCE**
 - Provides for a 2.7% average wage increase for employees
 - Increases employer share of the retirement contribution rate by 15.5% as required by the North Carolina Local Government Retirement System
 - Increases Other Post-Employment Benefits contribution by \$100,000 to a total annual contribution of \$700,000
 - Adds a Human Resources Staff Support Specialist position to focus on the recruitment and retention process
 - Adds a Recreation & Parks Outreach Coordinator to serve South & West Greenville, special populations, youth outreach, and other community-based initiatives
 - Adds three Fire/Rescue positions in preparation for the Soutside fire station in FY2021
 - Provides for Public Safety compensation incentives within the Police and Fire/Rescue Departments in order to enhance the recruitment and retention of Public Safety Officers
 - Provides for the following pay reclassifications in order to align with current operations:
 - ❖ Reclassifies Grant Coordinator Position to Data Analyst
 - ❖ Reclassifies two EMS Specialist positions to one Fire/Rescue Deputy Chief
 - ❖ Reclassifies Chief Building Inspector to Assistant Director of Planning & Development
 - ❖ Reclassifies Recreation Superintended to Assistant Director of Recreation & Parks
- **A STRONG ECONOMY**
 - Invests an additional \$300,000 into commercial/industrial site development for a total funding of \$1 million over two years
 - Invests up to \$200,000 into job creation grants
 - Provides \$20,000 to fund small business competition grants
 - Provides \$25,000 in funding for skills training through Pitt Community College Jobs Initiative Program
 - Provides \$25,000 for small business support
 - Invests \$500,000 as a sustaining member in the newly formed Public-Private Economic Development Organization
- **A SOUND INFRASTRUCTURE**
 - Invests \$2.5 million into street improvements funding
 - Provides \$250,000 in public safety funding for street lights, cameras and other pedestrian safety enhancements

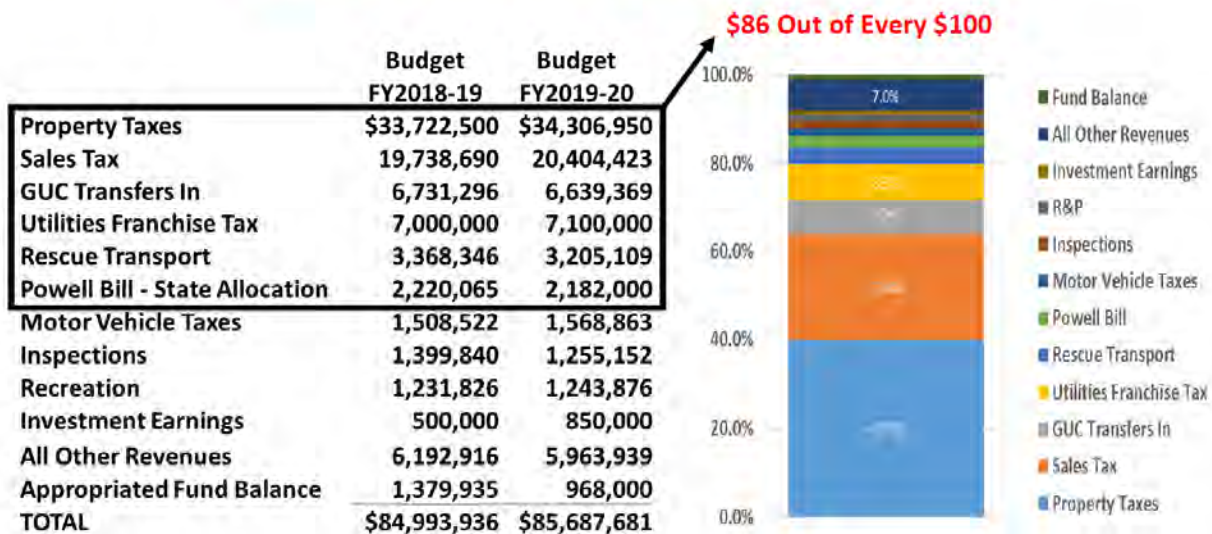


- Protects future solvency of the Vehicle Replacement Fund by increasing funding levels from 40% to 50%
- Provides \$1.2 million to support the City’s deferred maintenance and infrastructure needs (Facilities Improvements Program)
- Includes the financing of approximately \$7.8 million as Phase II of the Pedestrian Improvements Bond Referendum
- A VIBRANT PLACE TO LIVE
 - Includes \$100,000 to fund cleanliness and beautification of major thoroughfares
 - Includes \$50,000 in funding to maintain the City’s Parks and Greenways
 - Provides \$120,000 in new funding for a Beach Volleyball Complex
 - Includes \$165,000 to partner with area groups to enhance the City’s entertainment scene and support the arts community as follows:
 - ❖ \$35,000 in partnership with the Arts Council at Emerge
 - ❖ \$15,000 to fund the Greenway Art Program
 - ❖ \$100,000 partnership with Uptown Greenville
 - ❖ \$5,000 sponsorship of Greenville Pitt County Chamber of Commerce Events

In summary, Mr. Cowin stated the proposed FY2020 GF Budget is a reflection of the City’s mission and sends a strong message that GREENVILLE MEANS BUSINESS. He then provided a general overview of revenues and expenses:

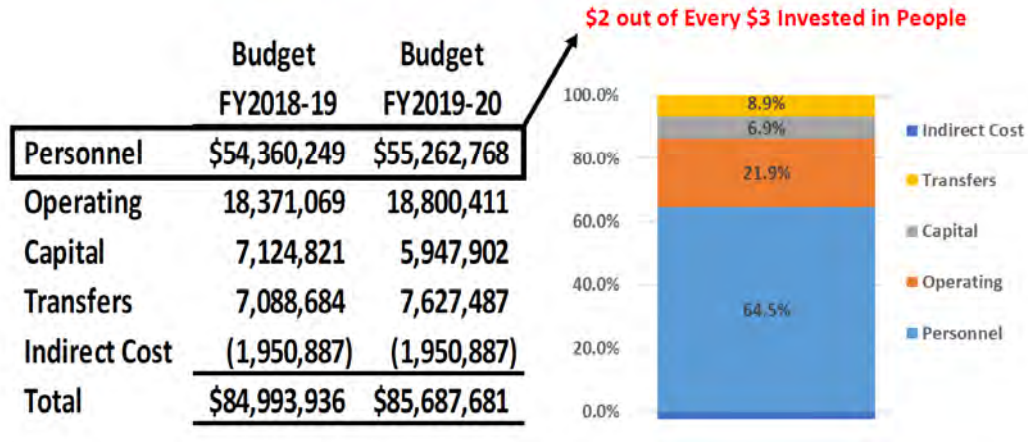


2019-20 GENERAL FUND BUDGET REVENUES





2019-20 GENERAL FUND BUDGET EXPENSE



Financial Services Director Byron Hayes provided an overview and insight on the City's other funds.

Mr. Hayes noted the majority of revenues for the **Transit Fund** are generated by Federal grant income, with \$2.1 million projected for FY2020. The total amount budgeted for the fund is \$3.29 million.

The **Debt Service Fund** accounts for payments of the City's obligated debt as financed by GF revenue and the occupancy tax. Mr. Hayes stated transfers are made throughout the fiscal year from the GF, as well as the Stormwater and Sanitation Funds, to cover the principal and interest payments. The total debt service amount in the FY2020 proposed budget is \$5.6 million, which is an increase of \$1.76 million over the current year.

The **Sanitation Fund** is an enterprise fund and collects fees for services provided, which include weekly garbage, recycling and yard waste collection. Fees remain consistent with the prior fiscal year and the budget for FY2020 remains fairly constant at \$7.9 million.

The **Stormwater Fund** is an enterprise fund established to implement the City's Stormwater Management Program. Revenues are generated through a stormwater fee to support the program's efforts. FY2020 will see the initial implementation of increase preventative maintenance of stormwater infrastructure, with future years seeing increased capital project and infrastructure spending. A one-time fund balance appropriation will be made in the amount of \$1.43 million for new staffing and equipment, with rate increases planned for recurring capital and infrastructure spending.

Mr. Hayes stated the **Housing Fund** derives its revenue from the US Department of Housing and Urban Development in the form of a Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) to support the effort of



providing decent, affordable housing within the community. The current budget for the fund is \$1.733 million, including \$1.414 million in reimbursable grant funding. The City's CDBG and HOME allocations have increased roughly 10% compared to the previous year's allocations.

Mr. Hayes stated the **Fleet Maintenance Fund** provides assistance and maintenance to the City's entire fleet. Maintenance includes, but is not limited to, auto body repair, welding, small equipment repair, and tire repair, as well as fuel. The budgeted amount FY2020 for the Fleet Fund is \$4,561,394.

The **Health Fund**, according to Mr. Hayes, is an Internal Service Fund used to account for revenues and expenses associated with the provision of health and dental insurance for employees and retirees of the City and other participating entities. The FY2020 budget for this fund is \$14 million, which is a 3% increase compared to the current year.

Mr. Hayes stated the **Vehicle Replacement Fund** is another Internal Service Fund and it is used to account for revenues and expenditures associated with vehicles and other capital equipment. The FY2020 budget for this fund totals \$4.7 million and it will receive the last installment of \$250,000 from the Sanitation Fund as repayment for a \$750,000 loan made in FY2016.

The **Facilities Improvement Fund** is budgeted at \$1.28 million for FY2020 and will be focused on improvements for Public Works and Recreation and Parks.

Mr. Cowin closed by presenting an updated version of the budget calendar, which he indicated has had minor changes since provided in its original form.



**PROPOSED 2019-20 BUDGET
BUDGET CALENDAR**

- April 8, 2019 City Council Budget Preview
- April 22, 2019 Joint City Council-Greenville Utilities Commission Meeting
- May 1, 2019 Proposed City, GUC, SML, and CVA Budgets Distributed to City Council
- May 6, 2019 Proposed City Budget Presented to Council
- May 9, 2019 Proposed GUC,SML,& CVA Presented to Council
- May 17, 2019 Public Display of Balanced Budgets
- June 10, 2019 Public Hearing- Fiscal Year 2017-18 Budget
- June 13, 2019 Adoption of Fiscal Year 2017-18 Budget

CONTRACT AWARD FOR THE CONSTRUCTION OF THE ARLINGTON BOULEVARD IMPROVEMENTS PROJECT – (Contract No. 2285)

Public Works Director Kevin Mulligan stated that Arlington Boulevard, between Hooker Road and Greenville Boulevard, is Phase 3 and the last remaining section of Arlington Boulevard to be improved. This section of Arlington Boulevard is deteriorated, including



poor subsurface conditions and drainage infrastructure. The nature of this section requires more extensive repairs than were required on other sections. Rehabilitation work will include removal of the existing asphalt and stone base, replacement of failing drainage infrastructure, and construction of new pavement structure.

The Arlington Boulevard Improvements Project was advertised for bids on March 17, 2019 with bid opening scheduled for April 16, 2019. Only two bids were received. Per state statute, staff re-advertised the project with a new bid opening date of April 25, 2019. Two bids were received with the lowest responsible, responsive bid submitted by Fred Smith Company of Raleigh, NC, in the amount of \$4,487,484. The bid also included an alternate to construct a new 10' asphalt greenway on the north side of Arlington Boulevard between Hooker Road and Evans Street.

Mr. Mulligan stated the proposed budget for this project is the low bid plus alternate in the amount of \$4,487,484 and a 10% contingency for a total of \$4,940,000. Funding for this project will be provided by the 2015 General Obligation Bond funds (\$3,512,000), road resurfacing funds (\$765,000), and the Stormwater Utility Fund (\$663,000).

Upon motion by Council Member Smiley and second by Council Member Meyerhoeffer, the City Council voted unanimously to award the contract for the Arlington Boulevard Improvements Project to Fred Smith Company of Raleigh, NC in the amount of \$4,487,484.

CONTRACT AWARD FOR THE FY 2019 STORMWATER PIPE REPAIR PROJECT

Public Works Director Kevin Mulligan stated this is an on-call contract for stormwater pipe repair, replacement, and/or relocation services. The following projects have been identified as priority pipe replacement projects:

- 200 West Fifth Street
- 540B Lake Road
- 312 Stanwood Drive
- 1502 SE Greenville Boulevard
- 4002 Wyneston Road
- 2400 Jefferson Drive
- 902 West Third Street
- 1700 Cedar Lane
- 801 East Fifth Street

Mr. Mulligan said stormwater projects have been prioritized through a combination of investigations performed during the watershed master plan project, road resurfacing, or daily inspection of stormwater infrastructure. The projects included in this phase have been prioritized and identified as those in most immediate need of repair and replacement. The on-call contract will be used to address these issues as well as other priority projects that may arise throughout the contract period.



The Public Works Department initially solicited bids on February 26, 2019. Four bids were received and after review, staff noticed a disparity in the bids. All bids were rejected because they differed significantly from the engineer's estimate. As a result, Public Works reevaluated the scope of work outlined in the contract and clarified contract specifications. Bids were solicited a second time on March 26, 2019. The City received four bids with NC Earthworks, Inc. of Greenville, NC, submitting the lowest responsible, responsive bid in the amount of \$698,681.29. Mr. Mulligan stated funding for this project will be provided by the Stormwater Utility Fund.

Upon motion by Council Member Bell and second by Council Member Daniels, the City Council voted unanimously to award a construction contract for the FY 2019 Stormwater Pipe Repair Project to NC Earthworks, Inc. of Greenville, NC in the amount of \$698,681.29 and a 15% contingency of \$104,802 for a total of \$803,483.29.

CITY MANAGER'S REPORT

City Manager Wall recommended adding a 4:00 pm workshop in Conference Room 337 to the schedule for May 20, 2019


Upon motion by Council Member Smiley and second by Council Member Daniels, the City Council voted unanimously to add the recommended workshop to their meeting schedule.

COMMENTS FROM THE MAYOR AND CITY COUNCIL

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

ADJOURNMENT

Council Member Bell moved to adjourn the meeting, seconded by Council Member Smiley. There being no further discussion, the motion passed by unanimous vote and Mayor Connelly adjourned the meeting at 7:47 pm.

Respectfully submitted,

Carol L. Barwick, CMC
City Clerk

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, MAY 20, 2019



A regular meeting of the Greenville City Council was held at 6:00 pm, on Monday, May 20, 2019 in the Council Chambers, located on the third floor at City Hall, with Mayor P. J. Connelly presiding. Mayor Connelly called the meeting to order. Council Member Brian V. Meyerhoeffer gave the invocation, asking those present to observe a moment of silence, followed by the Pledge of Allegiance.

Those Present:

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

Those Absent:

None

Also Present:

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

APPROVAL OF THE AGENDA

Motion was made by Council Member Bell and seconded by Mayor Pro-Tem Glover to approve the agenda. Motion carried unanimously.

PUBLIC COMMENT PERIOD

No comments were made by the public during this period.

SPECIAL RECOGNITION

Latricia Clark – Alerted Neighbors to Escape Burning Home

Mayor Connelly recognized Ms. Latricia Clark for her quick thinking and actions made on May 3, 2019 when a fire occurred on Paige Drive. After witnessing flames at the back door, Ms. Clark bravely alerted her neighbor of the emergency, which assisted in their safe



escape from the fire. On behalf of the City of Greenville, Mayor Connelly thanked Ms. Clark for her heroism and presented her with a certificate of gratitude.

Council Member Daniels commended Ms. Clark for assisting her neighbors during an emergency.

2019 North Carolina City and County Communicators (NC3C) Excellence in Communication Awards

City Manager Ann Wall congratulated Communications Manager Brock Letchworth, Communication Specialists Aaron Hines and Kelvin Thomas, and Police Public Information Officer Kristin Hunter for receiving awards at the 12th Annual North Carolina City/County Communicator (NC3C) Excellence and Communication Ceremony. The purpose of NC3C is to encourage professional development and networking among local governmental communications professionals. The City of Greenville won six awards including five first place awards and one second place award at the ceremony, which was held April 11, 2019 in Durham, North Carolina:

- **First Place** for Best General Use of Social Media for a Program, Activity, or Campaign for its 2018 Year in Review series.
- **First Place** in Still Photography for a photo of the Fireworks over the Town Common taken by Communications Specialist Aaron Hines.
- **First Place** for Printed Publications (Program or Activity Catalog) for the City's Recreation and Parks Department Program Guide.
- **First Place** for Printed Publications (Annual Report) for the City's Popular Annual Financial Report (PAFR).
- **First Place** for Most Creative with Least Dollars Spent for the Greenville Police Department K9 for a Day initiative.
- **Second Place** for Still Photography for a photo of the G.K. Butterfield Transportation Center taken by Communications Specialist Aaron Hines.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Community Appearance Commission

Council Member Smiley continued all appointments to the June 2019 meeting.

Environmental Advisory Commission

Council Member Meyerhoeffer continued all appointments to the June 2019 meeting.

Greenville Bicycle & Pedestrian Commission

Council Member Bell continued all appointments to the June 2019 meeting.



Housing Authority

Mayor Connelly continued his appointment to the June 2019 meeting.

Human Relations Council

Mayor Pro-Tem Glover made a motion to appoint Mark Rasdorf to fill an unexpired term that will expire September 2019 in replacement of Isaac Chemmanam who had resigned. Council Member Bell seconded the motion and it carried unanimously.

Mayor Pro-Tem Glover continued all remaining appointments.

Planning & Zoning Commission

Mayor Connelly recommended that Billy Parker be appointed to a first three-year term that will expire June 2022 in replacement of Terry King, who was no longer eligible to serve. Council Member Bell made a motion to that effect. Council Member Smiley seconded the motion and it carried unanimously.

Council Member Litchfield and Council Member Meyerhoeffer continued their appointments to the June 2019 meeting.

Recreation & Parks Commission

Mayor Connelly recommended that:

- Byron Aynes be reappointed to a first three-year term that will expire May 31, 2022
- Hassan Hilliard be reappointed to a second three-year term that will expire May 31, 2022

Council Member Smiley made a motion to that effect. Council Member Bell seconded the motion and it carried unanimously.

Council Member Litchfield made a motion to reappoint Michael Saad to a first three-year term that will expire May 31, 2019. Council Member Bell seconded the motion and it carried unanimously.

Mayor Pro-Tem Glover and Council Member Meyerhoeffer continued their appointments to the June 2019 meeting.

Youth Council

Mayor Pro-Tem Glover continued all appointments to the June 2019 meeting.

CONSENT AGENDA

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

- Minutes from the March 14, 2019 and March 25, 2019 City Council meetings



- Resolution and Deed of Release to abandon a 5” electrical easement located on Tax Parcel No. 83972 – (Resolution No. 021-19)
- Resolution and Deed of Release to abandon a 70’ utility easement on Tax Parcel Nos. 83972 and 15578 – (Resolution No. 022-19)
- Resolution requesting permission to locate public art within North Carolina Department of Transportation right-of-way along 10th Street – (Resolution No. 023-19)
- Authorization to submit the Greenville Transportation Accessibility, Safety and Connectivity (TASC) Investment for the 2019 Better Utilizing Investment to Leverage Development (BUILD) Grant Opportunity
- Approval of Task Order #1 for the Construction Engineering and Inspection (CEI) and Construction Materials Testing (CMT) On-Call Contract
- Approval of Task Order #2 for the Construction Engineering and Inspection (CEI) and Construction Materials Testing (CMT) On-Call Contract
- *Removed for Separate Discussion* - Contract award for the 2019 Street Resurfacing Project
- Contract Award for the Pavement Condition Survey

Mayor Connelly requested that one item be removed from the Consent Agenda for separate discussion, specifically, the contract award for the 2019 Street Resurfacing Project.

Motion was made by Council Member Litchfield and seconded by Mayor Pro-Tem Glover to approve the remaining items under the Consent Agenda. Motion carried unanimously.

CONSENT AGENDA ITEMS FOR SEPARATE DISCUSSION

CONTRACT AWARD FOR THE 2019 STREET RESURFACING PROJECT – (Contract No. 2291)

Mayor Connelly asked staff to give a brief synopsis of the streets that are scheduled for repaving under the contract.

Public Works Director Kelvin Mulligan said that the 2019 street resurfacing projects include 13.27 lane miles to be resurfaced. The lowest bidder, S. T. Wooten Corporation, is currently completing the 10th Street Connector. The following roads are scheduled for resurfacing this year:



2019 Street Resurfacing List

Street Name	From	To	Lane Miles
Bowman Gray Dr.	Johns Hopkins Dr	Bethesda Dr	0.57
E Catawba Rd.	Haw Dr	Haw Dr	0.72
Scales Pl.	Street End	Johns Hopkins Dr	0.09
Bancroft Ave.	West 5th St	Farmville BV	0.9
Chestnut St.	Columbia Ave	Moye BV	1.54
Myrtle St.	Pamlico Ave	Wilson St	1.32
N Skinner St.	Dickinson Ave	Chestnut St	0.17
Pinehurst Dr.	St Andrews Dr	Cul-De-Sac	0.18
S Village Dr.	Line Av	S Memorial Dr	0.56
Vanderbilt Ln.	Bancroft Ave	Fleming St	0.38
W 14th St.	Chestnut St	Evans St	2.28
Brownlea Dr.	N Warren St	E 5th St	1.8
Cedar Ln.	S Wright Rd	Street End	0.71
Jackson Dr.	Jefferson Dr	Jefferson Dr	0.77
Jefferson Dr.	S Wright Rd	Polk Ave	0.3
Summerhaven Dr.	Holden Dr	E Fire Tower Rd	0.98
Total:			13.27

Mayor Thomas asked whether other roads will be resurfaced as well.

Director Mulligan responded that Arlington Boulevard certainly will be resurfaced and other roads will be done, if the City has funding available.

Director Mulligan displayed a list of the City's expenditures history for resurfacing and stated the expenditures have increased quite dramatically since 2013:

Resurfacing History Since 2013

YEAR	LANE MILES	TOTAL COST
2013	10.4	\$ 700,000
2013	7.1	\$ 190,000
2014	21.0	\$ 2,830,000
2015	6.5	\$ 906,000
2016	10.4	\$ 2,200,000
2016	6.3	\$ 1,420,000
2017	28.2	\$ 4,200,000
2018	<u>27.1</u>	<u>\$ 5,192,620</u>
TOTALS	117.0	\$ 17,638,620

Mayor Connelly asked from a generalized standpoint, what is the average life of a road.



Director Mulligan responded that the life of a road similar to Arlington Boulevard would probably be 15 years and the life of a neighborhood road would be maybe 20-25 years. A road's condition and type of traffic determine the life of a road.

Motion was made by Council Member Smiley and seconded by Council Member Bell to award the contract. Motion carried unanimously.

NEW BUSINESS

PRESENTATION OF THE PROPOSED FISCAL YEAR 2019-20 OPERATING BUDGET

Pitt-Greenville Convention & Visitors Authority

Executive Director Andrew Schmidt gave an overview of the Pitt-Greenville Convention & Visitors Authority's (CVA) proposed fiscal year (FY) 2019-2020 Operating Budget. The CVA's mission is *to foster an environment of superior travel and tourism experiences*. Regardless, if visitors are in Greenville or Pitt County for a convention, meeting, family reunion, sports tournament, or leisure travel, the CVA wants to make sure that they have a positive experience. That is done in two ways: 1) the CVA continues to develop different hospitality infrastructure that visitors can enjoy and 2) the CVA tries to ensure that the hospitality infrastructure that exists, such as the restaurants, hotels, and other venues are giving the visitors a good time. Once they have that superior travel experience, it will be shared on social media and that positive exposure through Twitter, Instagram, Facebook, and other social media is wanted by the CVA.

Director Schmidt stated that goals were set by the Authority and its staff in March 2019 to support a larger marketing plan and the funds will be used to achieve these goals:

CVA Strategic Goals

- Goal 1:** Increase convention sales/citywide conferences and events achieving both micro and macro goals
- Goal 2:** Grow the number of sports tournaments per year and encourage economic development of sporting facilities
- Goal 3:** Promote Greenville and Pitt County as an arts and entertainment destination while encouraging and working with partners to increase arts related infrastructure and venues
- Goal 4:** Assist in the activation of both the Town Common and Tar River for leisure-related travel to Greenville and Pitt County
- Goal 5:** Launch an African-American Cultural Trail using the Gateway as a launching point

Director Schmidt summarized the Greenville-Pitt County tourism expenditures for 2013-2017, stating that in 2013, \$206 million was spent by people visiting Greenville and Pitt



County through travel. In five short years, that is up to \$246.5 million. The CVA is incrementally increasing the dollars that come in the community through travel and tourism. That helps the economy. In 2017, the CVA had the fourth highest growth increment out of the 100 counties.

Director Schmidt explained the four-step CVA budget approval process, involving the CVA Executive Committee, CVA Board of Directors, Greenville City Council, and Pitt County Board of Commissioners, and stated that the CVA does not receive any City or County supplement and no membership revenue. All the revenues are received from the occupancy tax, the 6% that people pay to stay at the hotels and motels. That 6% is divided and 3% goes to the CVA's debt and the second 3% goes to the CVA and that is divided by 1/3 and given to the Convention Center for marketing. The CVA operates on two-thirds of that budget. The AirBnBs are contributing to the occupancy tax and there are currently 190 AirBnBs in Pitt County. They provide about 1.86% of the CVA's budget, but the numbers continue to grow as well.

Director Schmidt explained that the current occupancy tax revenues are up 7% over last year's collections due to more conventions, sport tournaments, and leisure travel in Greenville and Pitt County. As the infrastructure grows, more people are visiting, and the growth would be huge if the City had an Uptown District hotel. The proposed FY 2019-2020 budget is calculated with an estimated 5% growth and currently the occupancy tax revenues are at 7%. So, the CVA is 2% ahead of what is being projected for next year's budget.

Director Schmidt explained that CVA's FY 2019-2020 proposed budget is set under \$1.6 million.

FY CVA 2019-2020 BUDGET

Fiscal year budget for 2019-2020 is set at:	\$1,599,081.61
Occupancy Tax Collections:	\$1,222,020.08
Capital Reserve:	\$275,000.00
Miscellaneous Revenue:	\$481.59
*Fund Balance:	\$99,579.22

Director Schmidt stated that the occupancy tax collections from the general 6% divided by that 3% and half is the \$1.2 million. The Capital Reserve is set at \$275,000 and is also made up of occupancy tax, which will help with the CVA's sports marketing. The miscellaneous revenue is interest from the CVA's CD, which is \$481.59. The CVA intends to use some fund balance for the next fiscal year. This should be the last year that the CVA must use fund balance, which is at a 5% growth rate. The \$99,579.22 will be used for a complete revamp



of the CVA’s website and a few other projects. The CVA will not need to use nearly this amount of fund balance that is being estimated for next year.

Director Schmidt stated that the following are the CVA’s FY 2019-2020 proposed budget highlights:

FY CVA 2019-2020 BUDGET HIGHLIGHTS

- Increase in Marketing
- Increase in Advertising
- Budget includes receipts from one cent of the occupancy tax collections for marketing of the Greenville Convention Center
2019-2020 Projection: \$408,006.90
- Branding of Sports
- Investment in CRM Resources
- Website
- Funds allocated on a monthly basis

Director Schmidt explained that the CVA should use every penny on these items against Greenville’s and Pitt County’s competitors, including Asheville, Charlotte, Wilmington, Raleigh, Winston-Salem, Greensboro and other places that have a higher budget than the CVA’s budget because they are bigger cities. The trends for marketing are a lot more digital rather than printed advertisement. The CVA is looking at branding the sports commission and revamping its website as a tourism-based website, allowing people to do more and certain things.

Director Schmidt explained that the CVA should take steps differentiating itself from Greenville, South Carolina. Recently, the name of its convention center was changed to the Greenville Convention Center, which is the same as the City’s convention center. The CVA should invest in some Customer Relationships Management (CRM) resources because as Greenville grows, the CVA would require more databases in order to manage clients correctly and to work smarter with the CVA’s staff of seven.

Director Schmidt explained that this proposed budget does include receipts from 1¢ of the occupancy tax collections for marketing the Greenville Convention Center, which is by law through the interlocal agreement. The Center receives 1% out of the 3% that the CVA receives to operate and at 5% growth, the 2019-2020 projection is \$408,006.90. The Center will submit its request on a monthly basis.

Sheppard Memorial Library

Chairperson Mark Sanders of the Sheppard Memorial Library Board reported that the Sheppard Memorial Library (Library) is working to ensure that every child becomes a reader and lifelong learner and to expand the reader center programming for children from birth and onward. The Library use is growing. Last year, there were 500,000 book checkouts and that is 20,000 more than the previous year.

Chairperson Sanders reported that the Library continues to form its partnership and collaborations across the community, resulting in an increase of access and expanded



services for the public. The free classes at the Library for basic and job-related computer skills are taught by the Literacy Volunteers of Pitt County, and they continue to have an impact. Also, the Board and staff are working to expand access to the Library's resources for all students in the Pitt County public schools so students can get registered for an online bar or card and access the Library's e-resources.

Chairperson Sanders reported that the Library is at the heart of its Read ENC: Community Literacy Coalition, which was formed in 2014, and is achieving some spectacular results. An example of the Coalition's efforts is nearly 60% of the eligible children in Pitt County from birth to age five are now receiving free, age appropriate library books delivered to their homes every month. This is funded first by local donations and now also by the North Carolina General Assembly. This number is constantly growing and the Library is determined to reach a 100% of children. The more children who are raised as readers, the more adults will be readers and lifelong learners. The Sheppard Memorial Library Trustees are proud of the work that is being done by staff.

Libraries Director Greg Needham reported that the North Carolina Public Library Directors Association met in March this year in Greenville instead of annually meeting in Wilmington. This association had met in Greenville in the mid-90s, returned this year for the first time in 25 years, and wants to come back next year. Marketing is helping to spread the good news about Greenville and Pitt County.

Director Needham reported that the Library has teamed up with the Health Sciences Library at East Carolina University to get people into the National Library of Medicine to develop their health literacy. The Library has a lot of other partnerships that are making the difference.

Director Needham reported that the Imagination Library registration in Greenville and Pitt County is 60% and the average statewide registration, now that the General Assembly is supporting that project, is 35%. So, the registration in Greenville and Pitt County is almost doubled. The Baby and Me Program registration is at three locations plus at the main library on Saturday.

Director Needham reported that the proposed revenue target of \$1,308,057, which is provided by the City, will cover a 2.7% market/merit adjustment, a 3.625% increase in health insurance costs, and a 2.125% increase in dental insurance costs. Currently, the Sheppard Memorial Library has 13 full-time and 64 part-time employees. The following is a breakdown of the revenues:



REVENUES	2019-2020 Budget
City of Greenville	\$1,308,057
County of Pitt	\$654,028
County: Bethel/W'ville	\$12,000
Town of Bethel	\$21,108
Town of Winterville	\$165,300
State Aid	\$197,262
Greenville Housing Authority	\$10,692
Interest Income	\$1,500
Library Generated	\$112,500
Miscellaneous Income	\$32,000
Fund Balance	\$40,172
TOTAL	\$2,554,619

Director Needham reported that the Library always asked for half as much of the City's share from the County. That has been the guide as long as the mid-60s. Also, the County gives an additional \$10,000 to the library in Winterville and \$2,000 to the library in Bethel. The State Aid is usually under \$200,000, which is about the amount of the Library's total book budget. It is essential that the Library must qualify for this funding each year.

Director Needham reported that the Greenville Housing Authority passed through federal funding that supports the Resource Room and Afterschool Program in the Moyewood neighborhood. The Library Generated (\$112,500) is fines and fees. Miscellaneous Income (\$32,000) is donations from the Friends of the Library, which holds book sales. Some people donate in memory of loved ones or in honor of someone. \$40,172 is allocated for the fund balance.

Director Needham summarized the Library's proposed expenditures, stating that many of the Library employees do not have benefits and they are part-time. Some of them are retirees and students, who are paid by the Pitt Community College and East Carolina University federal work study program. The Capital Expense is allocated to replace the virtual servers and there are no grants for the proposed 2019-2020 Sheppard Memorial Library budget.

EXPENDITURES	2019-2020 SML Budget
Personnel	\$1,710,960
Operations	\$820,967
Housing Authority	\$10,692
Capital Expense	\$12,000
Grant Project	\$0
TOTAL	\$2,554,619



Greenville Utilities Commission

General Manager Tony Cannon gave a detailed report about the Greenville Utilities Commission's (GUC) proposed budget for fiscal year (FY) 2019-2020, capital spending, and long-term financial forecast.

Highlights of the GUC FY 2019-2020 Operating Budget

- Expenditures budgeted for FY 2019-20 have increased by 2%, or \$5.5M, when compared to the FY 2018-19 budget. Key points are:
 - \$3.4M increase in purchased power
 - \$2.7M decrease in purchased gas
 - \$1.7M decrease in debt service
 - \$250K increase in transfers to rate stabilization
 - \$3.7M increase in transfers to capital projects
 - \$2.0M increase in operations
- No rate adjustment for the Electric Fund
- A 7.0% rate increase for the Water Fund, 0.6% less than projected last year
- No rate adjustment for the Sewer Fund, 3% less than projected last year
- No rate adjustment for the Gas Fund
- Funding for salary market/merit adjustments at 2.7%
- Continuation of a self-insured health insurance plan which includes a high-deductible Health Savings Account option
- Continuation of self-insured dental insurance plan
- Funding to hire replacements prior to the retirement of key personnel to facilitate succession planning, leverage the knowledge and experience of long-term employees for training on critical issues, and ensure smooth transitions
- Existing positions have been reallocated and six permanent positions have been added to appropriately respond to needs within the combined enterprise operation
- Transfer of \$500K to Other Post-Employment Benefits (OPEB) Trust
- Funding for increase in LGERS employer contribution from 7.75% to 8.95% - \$350K
- Transfer of \$150K to City's housing energy conservation program
- Commitment of \$500,000 to participate as a sustaining member in the public-private economic development partnership
- Investment of \$11.4M for capital outlay to maintain system reliability and comply with regulatory requirements
- Annual turnover or transfer of \$6.6M to the City of Greenville, in accordance with the Charter issued by the North Carolina General Assembly
- GUC continues to make investments in capital projects to maintain reliability, meet ongoing regulatory requirements, and remain strategically positioned to facilitate growth. To that end, GUC will be establishing capital projects totaling \$10.65M.



General Manager Cannon reported that the key drivers in a GUC’s budget are always: 1) Infrastructure Repair and Replacement, 2) Purchased Commodities, 3) Debt Service, 4) Regulatory Compliance, 5) Chemicals and Fuel, and 6) Plant Expansion. The GUC’s budget goals are equally important.

Budget Goals

- ❖ Safely providing reliable utility solutions, at the lowest reasonable cost
- ❖ Exceptional customer service in an environmentally responsible manner
- ❖ Position GUC to achieve greater efficiencies
- ❖ Continue to meet regulatory requirements
- ❖ Minimize rate increases
- ❖ Avoid future rate shock
- ❖ Maintain key performance indicators for each fund
- ❖ Be operationally and financially prepared for emergency situations
- ❖ Be prepared for growth and expansion opportunities
- ❖ Preserve and/or improve bond ratings

General Manager Cannon reported that recently, staff and Commissioners of the Board travelled to New York to meet with the rating agencies on the upcoming bond issue. Fitch Ratings, Inc. affirmed the GUC’s AA- bond rating with stable outlook, and Moody’s upgraded the rating from Aa2 to Aa1, which is the highest AA bond rating there is. That means that the GUC is doing things correctly and its financial forecasts are reasonable.

General Manager Cannon reported that when looking at the revenues and expenditures, the charges for services are the GUC’s main source of revenues at \$251,308,163. There are other money sources, including some Bond Proceeds (\$359,813), Miscellaneous Revenue & Interest Earnings (\$3,364,433), Transfers from Capital Projects (\$3,245,539), and Rate Stabilization (\$2,600,000). The revenues total is \$260,877,948. The proposed expenditures are outlined in the following table along with the revenues:

FY 2019-2020 Budget Revenues & Expenditures

Combined Funds	2019-20
Charges for Service	\$251,308,163
Miscellaneous Revenue & Interest Earnings	3,364,433
Bond Proceeds	359,813
Transfer from Capital Projects	3,245,539
Transfer from Rate Stabilization	2,600,000
Total Revenues	\$260,877,948
Operations	\$69,883,841
Purchased Power/Gas	148,441,100
Capital Outlay	11,408,801
Debt Service	12,338,160
City Turnover	6,639,369
Transfer to OPEB Trust	500,000
Transfer to Rate Stabilization	250,000
Transfer to Capital Projects	8,250,000
Total Expenditures	\$257,711,271
Fund Equity/(Deficit)	\$3,166,677



General Manager Cannon reported that the drivers on the expense side of the operations are \$69,883,841. Purchased Power/Gas is always a big driver. Capital Outlay is capital projects that will be completed within the budget year. \$6,639,369 will be transferred to the City's General Fund and that transfer is a formula in the GUC's charter. It is 6% of the net fixed assets of the electric and gas systems less the bonded indebtedness of those systems plus a 50% rebate on street, recreation, parks, and other public lighting.

General Manager Cannon reported that the \$500,000 Transfer to OPEB Trust is a multi-year plan to reduce that liability, and this transfer is working for the GUC at this point. The \$250,000 Transfer to Rate Stabilization is the transfer amount to the Natural Gas Rate Stabilization Fund. The GUC will cover how the Transfer to Capital Projects money will be used once they get into the long-term forecast.

General Manager Cannon reported that regarding the long-term financial forecast, the Electric Fund is consistent. The GUC is able to maintain balanced budgets throughout the five-year planning period. That is done through the good use of funds that are on hand, including the Capital Projects and Rate Stabilization Funds.

General Manager Cannon reported that on April 1, 2019, the GUC received a 1.2% rate increase in its wholesale power cost. Also, the GUC had some adjustments with Duke Energy, including a mid-year true-up on the previous year's projections and Duke Energy is forecasting a rate increase for January 1, 2020. That is likely going to change.

General Manager Cannon reported that the GUC will continue to use the Rate Stabilization Fund throughout the period. The end of the ten-year defeasance of the additional debt that was taken on for the sale of the asset will occur in 2025. The GUC had to issue a little over \$485 million to defease the outstanding bonds that were not covered in the sale of the asset. That rolls off in 2025 and is the equivalent of about 8.4% on the rate. As the GUC is drawing down the Rate Stabilization Fund, the date is certain and it is known there will be a decrease in the GUC's overall cost of power.

General Manager Cannon reported going forward beyond 2025, the GUC still wants to have funds in the Rate Stabilization Fund to handle the inner year fluctuation on the true-up. But, the GUC will start using the Purchased Power adjustment that the Board approved, which is similar to how the Purchased Gas adjustment is used.

General Manager Cannon reported that the water rate increases will help to pay cash and issue debt for the Water Treatment Plant expansion and all of the system improvements, including the substantial work in the area by the North Carolina Department of Transportation.

General Manager Cannon reported that the Sewer Fund is in a healthy condition and remains that way throughout the forecasted period with minimum rate increases in the out years mainly to deal with inflationary costs. A lot of the initiatives that were undertaken at the Wastewater Treatment Plant right now are minimum in cost. The GUC is avoiding a



little over \$20 million in cost that it was anticipating at the Wastewater Treatment Plant with some of these initiatives.

General Manager Cannon reported that the Gas Fund remains strong throughout the period as well. There are some inflationary increases in the out years but very competitive on the typical residential bill as well.

General Manager Cannon reported that regarding the combined funds, the GUC remains strong on its debt service coverage ratio, fund balance, based cash on hand, and the equity capitalization. The GUC wants to maintain 70-75% equity in the system, making sure that today's customers are not paying an unproportioned share for infrastructural improvements made throughout the period. The best practices for a utility are for that to be between 65% and 80%, and the GUC is at 70% throughout the period. There is a slight dip down in 2023, which is going to issue some additional debt. There will be dips in those years and it will come back up as the GUC start bringing assets on line.

General Manager Cannon reported that, regarding the capital spending plan, the GUC is anticipating \$229 million worth of projects over the next five years. The GUC intends to fund those projects with \$118 million worth of debt or about 51% of the total project cost and the cash funding remainder of that at 48.6% or \$111 million dollars. That allows the GUC to maintain that fund equity capitalization ratio. The large projects are shown in the table as follows:

Capital Improvements Funding Plan – Large Projects

Capital Improvements Funding Plan - Large Projects

Line #	Project	Prior to 2020	2020-2024		Beyond 2024		Total
			Cash *	Debt	Cash *	Debt	
1	New Operations Center	\$16,178,249	\$0	\$41,221,751	\$0	\$0	\$57,400,000
2	Water Treatment Plant Upgrade Phase 1	\$4,250,000	\$18,500,000	\$24,750,000	\$0	\$0	\$47,500,000
3	Distribution System Improvements - 2MG SE Tank and Pipelines	\$100,000	\$8,400,000	\$0	\$21,000,000	\$0	\$29,500,000
4	NOC - Fleet Maintenance Building	\$0	\$0	\$7,000,000	\$0	\$0	\$7,000,000
5	High-Pressure Multiple Gas Facilities Relocation Project	\$100,000	\$0	\$5,100,000	\$0	\$0	\$5,200,000
6	Downtown Office Efficiency and Enhancement	\$2,100,000	\$400,000	\$1,575,000	\$0	\$0	\$4,075,000
7	Sugg Parkway Substation	\$15,049	\$0	\$3,384,951	\$0	\$0	\$3,400,000
8	Total	\$22,743,298	\$27,300,000	\$83,031,702	\$21,000,000	\$0	\$154,075,000

* Includes cash on hand and future capital project transfers

General Manager Cannon reported that in its budget amendment, the GUC is asking for the ability to refund itself up to 100% of the Operations Center. Even though the GUC does not anticipate using that, new rules with financing require that the resolution should be in place. If a big project would require the GUC to spend \$8-\$10 million, reimbursement could be made through a future bond issue on the Operations Center.

General Manager Cannon reported that the following are capital improvement projects scheduled to be adopted with the FY 2019-2020 proposed budget:



Capital Improvement Projects Scheduled to be Adopted with FY 2019-2020 Budget

Line #	Project Type	Project Description	Project Amount
1	Electric	Battery Storage Pilot Project 1MW	\$ 1,600,000
2		Subtotal Electric	1,600,000
3	Water	Water Main Rehabilitation Program Phase 2	1,000,000
4		Subtotal Water	1,000,000
5	Sewer	Green Mill Run Tributary - 18-21 inch section	1,800,000
6	Sewer	WWTP Headworks Improvements	2,500,000
7	Sewer	Duplex Pump Station Improvements	500,000
8	Sewer	Harris Mill Run Outfall	500,000
9		Subtotal Sewer	5,300,000
10	Gas	Integrity Management Replacement Project	1,750,000
11	Gas	Allen Rd Widening (NCDOT U-5875)	1,000,000
12		Subtotal Gas	2,750,000
13		Total	\$ 10,650,000

General Manager Cannon reported that it is important that the GUC reduces its peak. The cost is starting to decrease on battery storage. A \$125,000 grant was received from the American Public Power Association to be used for the Battery Storage Pilot Project, which was reflected in the financing plan.

General Manager Cannon reported that the GUC has been able to do the things necessary to achieve its mission and to be prepared for future economic growth and opportunities. Additionally, the GUC is prepared to handle emergencies. All the funds are balanced with a rate adjustment in the Water Fund at 7%, which is less than what was projected last year.

CONTRACT AWARD FOR CONSTRUCTION OF THE SYCAMORE HILL GATEWAY PLAZA

Recreation and Parks Director Gary Fenton reported that the Sycamore Hill Gateway Plaza project represents a vital component of the Town Common Master Plan. It will assist in giving the face of this park a welcoming and dynamic image. To date, most of the Town Common improvements have been focused on the eastern half of the park, but this one encompasses the southwestern corner of the park. Unlike the previous Town Common improvements, the Sycamore Hill Gateway Plaza will be visible for not only those passing on First Street, but also for those who will be travelling north on Greene Street.

Director Fenton reported that, most importantly, the Sycamore Hill Gateway Plaza will relate to the dynamic history of this important piece of real estate and share the story of the church and community that occupied this site for decades, prior to becoming the Town



Common. The construction will begin in late June 2019 and will take 10-12 months, resulting in the dedication during late spring or early summer of 2020.

Director Fenton reported that on December 14, 2017, the City Council approved Ordinance No. 17-064 to allocate \$2 million for the construction of the Sycamore Hill Gateway Plaza. Of that \$2 million, there is a balance of \$1,980,000 remaining to fund the construction contract. Staff is requesting approval of the contract award to the Berry Building Group in the total amount of \$1,920,000, which will leave \$60,000 for contingency purposes.

Director Fenton reported that some minor contract modifications might be needed to assure compliance with State Statutes, but these will not impact the audit award amount of \$1,920,000.

City Manager Wall stated that the revised motion was provided to the City Council for consideration:

To approve contract award to Berry Building Group, Inc. for construction of the Sycamore Hill Gateway Plaza Project for a total amount of \$1.92 million and to authorize the City Manager to amend or modify the attached contract and the Mayor to sign the revised contract as long as the total amount of the contract is unchanged.

Motion was made by Council Member Smiley and seconded by Council Member Daniels to award the contract. Motion carried unanimously.

RESOLUTION TO CONVEY THE CITY-OWNED LOT (PIN 26957), WHICH IS SITUATED ADJACENT TO 302 SOUTH GREENE STREET (CHAMBER OF COMMERCE), BY PRIVATE SALE TO THE HISTORIC PRESERVATION FOUNDATION OF NC, INC., TO BE THE FUTURE SITE OF THE HISTORIC JONES-LEE HOUSE – (Resolution No. 021-19)

Director of Community Development Thomas Barnett reported that this resolution before the City Council would authorize the transfer of the lot to become the new home of the Jones-Lee House. This is the lot in question and, essentially, staff has been working hand in hand with Don Edwards and the Preservation of North Carolina to put this deal together. There are some time issues with trying to get the house removed from the site by July 15, 2019 so that site work could begin.

Director Barnett reported that if the transfer is approved by the City Council, staff will forward it to the Preservation of North Carolina as soon as possible, potentially this week. In turn, they will turn around and provide the lot to Don Edwards for the project.

Council Member Meyerhoeffer asked in terms of locating the Jones-Lee House on the actual piece of property next to the Fleming House, are the exact locations of where the house is going to sit a fluid situation or does staff know the exact placement of the house. He has received an inquiry from a citizen.



Director Barnett responded that the lot size is essentially 9 ½ feet wider than the house so they could have as much as five-foot setbacks. However, in that zoning, there are no setback requirements so they can set it anywhere on the lot. Some trees will be saved to the best of their ability. They are working on the site plan which will show staff exactly where the house will be placed and based on the zoning, they have the ability to place the house anywhere that makes the best sense on that particular lot.

Council Member Meyerhoeffer asked if the Chamber of Commerce wanted the house to be placed three feet more to the south, is that something that could be negotiated.

Director Barnett responded that it certainly could be negotiated and they are amendable to anything in writing.

Motion was made by Council Member Smiley and seconded by Council Member Bell to approve the private sale. Motion carried unanimously.

ACCEPTANCE OF CONVEYANCE OF PROPERTY FROM REDEVELOPMENT COMMISSION TO CITY OF GREENVILLE – (Resolution No. 024-19)

Assistant City Manager Kenneth Graves reported that a resolution was adopted at the last Redevelopment Commission to sell or convey two parcels to the City of Greenville. The property is known as the Evans Street Lot. Staff has entertained some preliminary discussions on possible development for the location. Staff would want to move forward fluently in case the City Council entertains those economic development opportunities. Staff recommends accepting the conveyance of this property in accordance with Statutes 160A-274(b).

Motion was made by Council Member Smiley and seconded by Council Member Litchfield to accept the conveyance of the properties from the Redevelopment Commission. Motion carried unanimously.

CITY MANAGER’S REPORT

No report was given by City Manager Wall.

(ADDED) REQUEST FOR CLOSED SESSION

City Attorney Emanuel McGirt requested that a closed session be added to the agenda before adjournment of the meeting. He recommended that the City Council adopt the following motion for holding a closed session:



To enter closed session in accordance with G.S. §143-318.11 (a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body including consultation relating to the lawsuits entitled 1) William Scott Kozel (Plaintiff) versus the City of Greenville, Pitt County Board of Education, Josh Stein in his capacity as Attorney General of the State of North Carolina, Phil Burger in his capacity as President Pro-Tempore of the Senate, and Tim Moore in his capacity as Speaker of the House of Representatives (Defendants), and 2) Eric Steven Fearington and Craig D. Malmrose (Plaintiffs) vs. the City of Greenville and Pitt County Board of Education vs. the City of Greenville and Pitt County Board of Education .

Motion was made by Council Member Smiley and seconded by Council Member Meyerhoeffer to approve the addition of a closed session to the agenda. Motion carried unanimously.

COMMENTS FROM MAYOR AND CITY COUNCIL

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

CLOSED SESSION

Council Member Bell moved to enter closed session in accordance with G.S. § 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body including consultation related to the lawsuits entitled 1) William Scott Kozel (Plaintiff) versus the City of Greenville, Pitt County Board of Education, Josh Stein in his capacity as Attorney General of the State of North Carolina, Phil Burger in his capacity as President Pro-Tempore of the Senate, and Tim Moore in his capacity as Speaker of the House of Representatives (Defendants) and 2) Eric Steven Fearington and Craig D. Malmrose (Plaintiffs) vs. the City of Greenville and Pitt County Board of Education. Council Member Daniels seconded the motion, which passed by unanimous vote.

Mayor Connelly declared the City Council in Closed Session at 7:21 p.m. and called a brief recess to allow Council Members to relocate to Conference Room 337.

Upon conclusion of the closed session discussion, motion was made by Council Member Bell and seconded by Council Member Smiley to return to open session. Motion was approved unanimously, and Mayor Connelly returned the City Council to open session at 7:56 p.m.



ADJOURNMENT

There being no further business before the City Council, motion was made by Council Member Bell and seconded by Council Member Smiley to adjourn the meeting. Motion carried unanimously, and Mayor Connelly declared the meeting adjourned at 7:57 p.m.

Respectfully Submitted

A handwritten signature in cursive script that reads "Polly Jones".

Polly Jones
Deputy City Clerk

PROPOSED MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, JUNE 10, 2019



A regular meeting of the Greenville City Council was held at 6:00 p.m., on Monday, June 10, 2019 in the Council Chambers, located on the third floor at City Hall, with Mayor P. J. Connelly presiding. Mayor Connelly called the meeting to order, followed by the invocation by Lead Pastor Chris Hopkins of Reimage Church and the Pledge of Allegiance to the flag led by Council Member Monica Daniels.

Those Present:

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

Those Absent:

None

Also Present:

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

APPROVAL OF THE AGENDA

Motion was made by Council Member Bell and seconded by Council Member Daniels to approve the agenda. Motion carried unanimously.

PUBLIC COMMENT PERIOD

Robert O'Neal – 1900 Allen Road

Mr. O'Neal stated that his concerns about the disturbing noise levels at the landfill have been reported to the City Council on several occasions and, as of to date, they have not been addressed properly by City staff. Today, his 10-year old granddaughter was frightened by what she thought were sounds from stormy weather, but the noise was created by the machinery used at the landfill. City staff has informed him that this is a County issue. However, the County's response is this nuisance falls under the Greenville Code of Ordinances as a violation.



Mr. O’Neal stated that something should be done about his complaint. The City would not allow him to make such noises on his property.

Mayor Connelly gave directions to City Manager Ann Wall to follow up on Mr. O’Neal’s complaints.

CONSENT AGENDA

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

- Minutes from the April 8, 2019 City Council meeting
- Special Events Policy and Procedures
- Resolution Accepting Dedication of Rights-of-Way and Easements for Sagewood Phase 1 and Meadow Woods Subdivision Section 2, Phase 2 – (Resolution No. 025-19)
- Amendment for Final Design and Construction Administration of the Arlington Boulevard Improvements Project
- Contract with The Ferguson Group for FY 2019-2020 – (Contract No. 2273)
- Selection of Stewart-Cooper-Newell Architects to Design Fire/Rescue Station 7
- Ordinance and Reimbursement Resolution Amending Greenville Utilities Commission’s FY 2018-19 Budget and various capital projects budgets – (Ordinance No. 19-027 and Resolution No. 026-19)
- Various tax refunds greater than \$100

Motion was made by Council Member Smiley and seconded by Council Member Bell to approve the items under the Consent Agenda. Motion carried unanimously.

NEW BUSINESS

PUBLIC HEARING ON PROPOSED FISCAL YEAR 2019-2020 BUDGETS

City of Greenville, including Sheppard Memorial Library and Pitt-Greenville Convention & Visitors Authority, and Greenville Utilities Commission



Assistant City Manager Michael Cowin explained that fiscal year (FY) 2019-2020 is the second year of the City Council’s current two-year budget cycle. The proposed budget for all funds represents \$401,500,019 for FY 2019-2020 with the City’s Operating Funds representing 34% of that total:

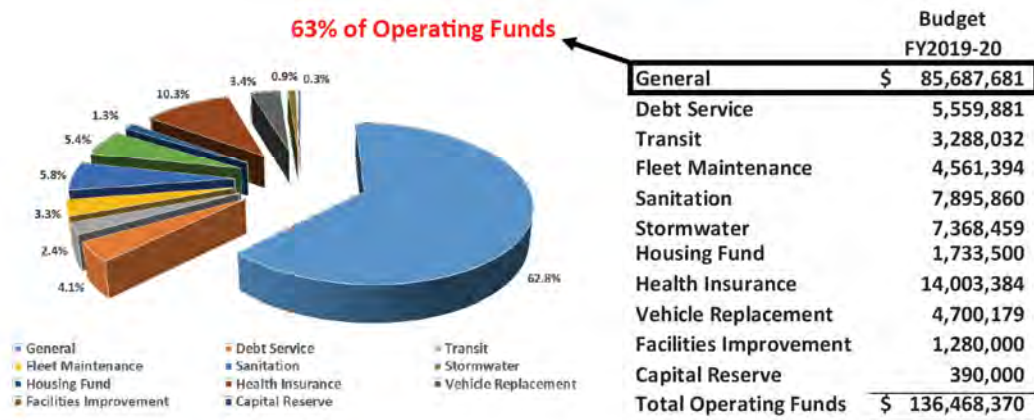
2019-20 PROPOSED BUDGET
ALL FUNDS

	Budget	
	FY2019-20	%
City Operating Funds	\$ 136,468,370	34.0%
Greenville Utilities Commission	260,877,948	65.0%
Convention & Visitors Authority	1,599,082	0.4%
Sheppard Memorial Library	2,554,619	0.6%
Total All Funds	\$ 401,500,019	100.0%

Assistant City Manager Cowin stated that the City’s Operating Funds Budget was presented in draft on April 8, 2019 and then the Proposed FY 2019-2020 Budget was presented to the City Council on May 8, 2019. The proposed budgets for the other three entities were presented to the City Council on May 20, 2019.

Assistant City Manager Cowin reported that the General Fund (\$85.7million) is almost two-thirds of the overall City Operating Funds total. The funds including Debt Service (\$5.6 million), Sanitation (\$7.9 million), Stormwater (\$7.4 million) and Health Insurance (\$14 million) make up approximately 90% of the overall City’s Operating Funds for FY 2019-2020:

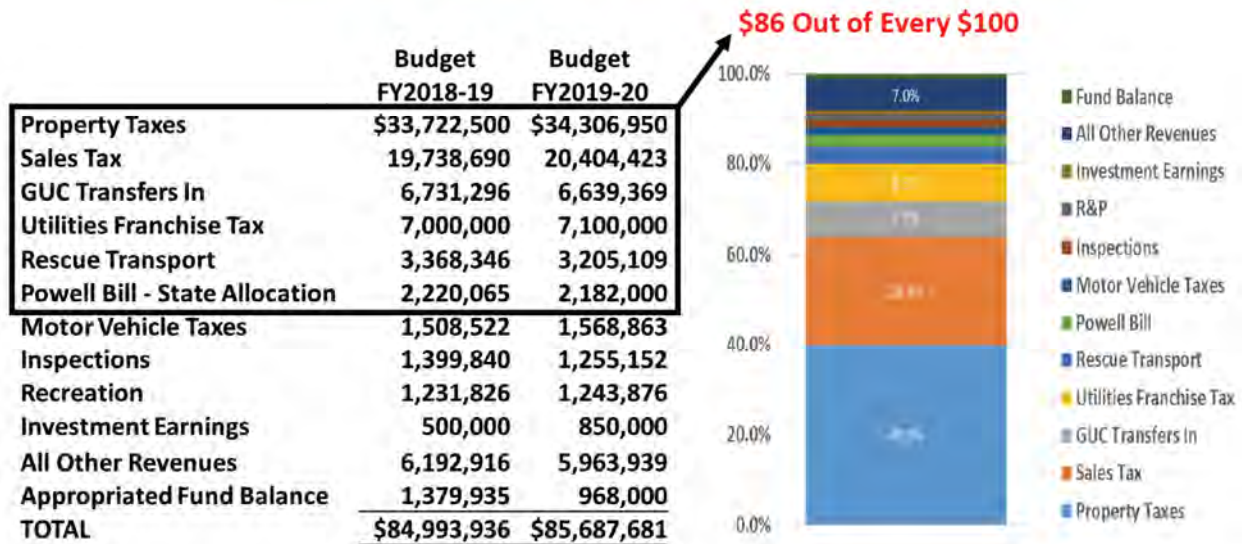
2019-20 PROPOSED BUDGET
CITY OPERATING FUNDS





Assistant City Manager Cowin reported there are six line items that comprise 86% of the total General Fund Budget Revenues. Those are Property Taxes, Sales Tax, GUC Transfers In, Utilities Franchise Tax, Rescue Transport, and the Powell Bill - State Allocation:

2019-20 GENERAL FUND BUDGET REVENUES



Assistant City Manager Cowin reported that when looking at the City’s overall property tax base, it stands at approximately \$6.75 billion and represents an average 2% increase for each of the last five years. Fifty-two cents represent a very stable property tax rate not only for that period but also significantly over the last 20 plus years for the City. This City Council as well as previous city councils should be proud of that.

Assistant City Manager Cowin reported that approximately two dollars out of every three dollars are invested in personnel. The Personnel Expense is coming in at approximately \$55.3 million. An average 2.7% increase in employees’ wages is included in the proposed budget. That is comprised of a 1.5% merit increase and a 1.2% market increase.

Assistant City Manager Cowin reported that the City has invested approximately \$6 million in its Capital Fund Budget. Street Improvements are coming in at \$2.5 million, Facility Improvements at approximately \$1.3 million, Vehicular Replacement Fund is being funded at approximately \$1.8 million, Public Safety Improvements for street light cameras and other public safety enhancements at \$250,000, and approximately \$120,000 is allocated to a beach and volleyball court for next fiscal year.

Assistant City Manager Cowin reported that the proposed FY 2019-2020 Budget represents a strong budget that this community can be proud of and it represents the strategic goals and priorities of the City Council for the two-year budget period.



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

BUDGET ORDINANCE AMENDMENT #10 TO THE 2018-2019 CITY OF GREENVILLE BUDGET (ORDINANCE #18-038), FEMA-HURRICANE PROJECT FUNDS (ORDINANCE #17-002), AND THE CAPITAL PROJECTS FUNDS (ORDINANCE #17-024) – Ordinance No. 19-028

Director of Financial Services Byron Hayes explained that adjustments to the Operating Fund, Capital Projects Fund, and the FEMA-Hurricane Project Fund were done for the following purposes:

- To reallocate insurance premiums paid from the Human Resources Department
- To adjust General Fund departmental budgets to projected actual for FY 2018-19 year-end
- Reduce funding within the General Fund for Safe Routes which is already appropriated in the Public Works Capital Project Fund
- Appropriate fund balance with the Pitt-Greenville Convention and Visitors Authority for costs associated with a new marquee
- To recognize funds received within the Housing Fund for Program Income
- To reconcile FEMA Hurricane Project Funds, and to fund demolitions/recreation projects within Capital Project Funds
- To recognize funding from the Rural Demolition Grant from the North Carolina Department of Commerce for demolitions near the Imperial Site

Director Hayes explained that as a result of these amendments, the Operating Fund budget is increased to approximately \$138 million and the Capital Projects Fund ordinance amount is increased to about \$152 million.

Motion was made by Council Member Bell and seconded by Council Smiley to adopt the ordinance. Motion carried unanimously.

REVIEW OF JUNE 13, 2019 CITY COUNCIL MEETING

During this review, City Manager Wall identified several amendments to the agenda for the June 13, 2019 City Council meeting. City Manager Wall requested that the City Council consider approving the agenda with the following changes:

Agenda Items to Be Withdrawn:

- Ordinance to annex Carolina Eastern Homes, LLC involving 85.1325 acres located near the intersection of Mills Road and Hudson’s Crossroad Road



- Ordinance to annex RDP Management Consulting, LLC involving 52.6770 acres (including right-of-way) located near the intersection of Mills Road and Hudson’s Crossroad Road

Agenda Items to Be Tabled Until August 8, 2019:

- Ordinance requested by the Carolina Eastern Homes, LLC to rezone 85.1325 acres located near the intersection of Mills Road and Hudson’s Crossroads Road from RA (Rural Agricultural – Pitt County’s Jurisdiction) to R9S (Residential-Single-family)
- Ordinance requested by RDP Management Consulting, LLC to rezone 50.1649 acres (excluding right-of-way) located near the intersection of Mills Road and Hudson’s Crossroad Road from RA (Rural Agricultural – Pitt County’s Jurisdiction) to R9S (Residential-Single-family)

Motion was made by Council Member Smiley and seconded by Council Member Bell to approve the agenda with the recommended changes. Motion carried unanimously.

CITY MANAGER’S REPORT

No report was given by City Manager Wall.

COMMENTS FROM MAYOR AND CITY COUNCIL

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

ADJOURNMENT

There being no further business before the City Council, motion was made by Council Member Smiley and seconded by Council Member Daniels to adjourn the meeting. Motion carried unanimously, and Mayor Connelly declared the meeting adjourned at 6:33 p.m.

Respectfully Submitted

Polly Jones
Deputy City Clerk

OFFICIAL MINUTES
MEETING OF THE CITY COUNCIL
CITY OF GREENVILLE, NORTH CAROLINA
THURSDAY, JUNE 13, 2019



A regular meeting of the Greenville City Council was held on Thursday, June 13, 2019 in the Council Chambers, located on the third floor at City Hall, with Mayor P. J. Connelly presiding. Mayor Connelly called the meeting to order at 6:00 pm. Mayor Pro-Tem Glover gave the invocation, followed by the Pledge of Allegiance.

Those Present:

Mayor P. J. Connelly, Mayor Pro-Tem Rose H. Glover and Council Members Monica Daniels, Will Bell, William F. Litchfield, Jr. and Brian V. Meyerhoeffer, Jr.

Those Absent:

Council Member Rick Smiley

Also Present:

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

APPROVAL OF THE AGENDA

City Manager Ann Wall stated Carolina Eastern Homes, LLC has requested to withdraw their annexation request and to continue their rezoning request to the August 8, 2019 City Council meeting. Additionally, RDP Management Consulting, LLC has requested to withdraw their annexation request and to continue their rezoning request to the August 8, 2019 City Council meeting.

Council Member Bell moved that the agenda be approved with changes as noted by the City Manager. Council Member Meyerhoeffer seconded the motion, which passed by unanimous vote.

PUBLIC COMMENT PERIOD

Mayor Connelly opened the public comment period at 6:09 pm, explaining procedures which should be followed by all speakers.

Darsen Sowers – 394 Claredon Drive

Mr. Sowers stated this is his first year associated with Greenville Little Leagues and they are amazing. He had the opportunity to work with the Commissioner and talk with the



umpires, and he is very impressed with what a great value Greenville provides to the citizens and feels those individuals, in particular, are deserving of recognition.

Hearing no one else who wished to speak during the Public Comment period, Mayor Connelly recognized Alan Hutchinson, Boy Scout Troup 30, who was present in the audience, and closed the public comment period at 6:10 pm.

SPECIAL RECOGNITIONS

DISTINGUISHED BUDGET PRESENTATION AWARD FROM THE GOVERNMENT FINANCE OFFICERS ASSOCIATION

City Manager Ann Wall recognized Assistant City Manager Michael Cowin, Financial Services Director Byron Hayes, Financial Services Manager Ramona Bowser and Financial Analyst Shelley Leach for the 14th consecutive year the City has received the Government Finance Officers Association Distinguished Budget Presentation Award. The award recognizes the commitment by the City and its staff for reflecting the highest principles of governmental budgeting. In order to receive this award, the City had to meet nationally recognized guidelines for effective budget presentations.

Mayor Connelly noted the City Manager was included in this recognition as well, but neglected to acknowledge her own efforts.

2018-2019 CHAMBER LEADERSHIP INSTITUTE GRADUATES - JESSE HARRIS, JR. AND JUSTIN WOOTEN

City Manager Ann Wall recognized Fire/Rescue Captain Jesse Harris, Jr. and Police Sergeant Justin Wooten for dedicating much of their time and effort over the past eight months toward completion of the Chamber's Leadership Institute.

JASON EDWARDS - FIRE/RESCUE DEPARTMENT RETIREE

Mr. Edwards was unable to attend.

APPOINTMENTS

APPOINTMENTS TO BOARDS AND COMMISSIONS



Board of Adjustment

Mayor Pro-Tem Glover made a motion to reappoint Rodney Bullock to a second three-year term that will expire June 2022. Council Member Bell seconded the motion and it carried unanimously.

Council Member Bell made a motion to reappoint Michael Glenn to a second three-year term that will expire June 2022. Council Member Daniels seconded the motion and it carried unanimously.

Environmental Advisory Commission

Council Member Meyerhoeffer continued all appointments to the next meeting.

Greenville Bicycle & Pedestrian Commission

Council Member Bell continued all appointments to the next meeting.

Greenville Utilities Commission

Council Member Litchfield made a motion to appoint Lindsey Griffin to a first three-year term that will commence July 1, 2019 and expire June 30, 2022. Council Member Bell seconded the motion and it carried unanimously.

Commissioner Minnie Anderson was automatically reappointed to a second three-year term that will commence July 1, 2019 and expire June 30, 2022.

Housing Authority

Mayor Connelly recommended that Garrett Taylor be appointed to a first five-year term that will expire May 2024. Council Member Daniels made a motion to that effect. The motion was seconded by Council Member Bell and carried unanimously.

Human Relations Council

Mayor Pro-Tem Glover continued all appointments.

Pitt-Greenville Airport Authority

Mayor Connelly recommended that Dan Mayo be reappointed to serve a first four-year term that will expire June 30, 2022. Council Member Bell made a motion to that effect. The motion was seconded by Council Member Daniels and carried unanimously.

Pitt-Greenville Convention & Visitors Authority

Council Member Meyerhoeffer continued all appointments.

Planning & Zoning Commission

Council Member Litchfield made a motion to appoint Alan Brock to a first three-year term that will expire June 2022. Council Member Meyerhoeffer seconded the motion and the motion carried unanimously.



Council Member Meyerhoeffer reappointed Michael Overton to a second three-year term that will expire June 2022. Council Member Litchfield seconded the motion and it carried unanimously.

Recreation & Parks Commission

Mayor Pro-Tem Glover and Council Member Meyerhoeffer continued their appointments to the next meeting.

Youth Council

Mayor Pro-Tem Glover made a motion to appoint Olivia Thorn to an unexpired term that will expire September 2019. The motion was seconded by Council Member Bell and carried unanimously.

Mayor Pro-Tem Glover continued all remaining appointments to the next meeting.

NEW BUSINESS

PUBLIC HEARINGS

ORDINANCE TO ANNEX CAROLINA EASTERN HOMES, LLC INVOLVING 85.1325 ACRES LOCATED NEAR THE INTERSECTION OF MILLS ROAD AND HUDSON'S CROSSROAD ROAD

Withdrawn by applicant.

ORDINANCE TO ANNEX RDP MANAGEMENT CONSULTING, LLC INVOLVING 52.6770 ACRES (INCLUDING RIGHT-OF-WAY) LOCATED NEAR THE INTERSECTION OF MILLS ROAD AND HUDSON'S CROSSROAD ROAD

Withdrawn by applicant.

ORDINANCE REQUESTED BY THE CAROLINA EASTERN HOMES, LLC TO REZONE 85.1325 ACRES LOCATED NEAR THE INTERSECTION OF MILLS ROAD AND HUDSON'S CROSSROADS ROAD FROM RA (RURAL AGRICULTURAL - PITT COUNTY'S JURISDICTION) TO R9S (RESIDENTIAL-SINGLE-FAMILY)

Continued to August 8, 2019 per applicant's request.

ORDINANCE REQUESTED BY RDP MANAGEMENT CONSULTING, LLC TO REZONE 50.1649 ACRES (EXCLUDING RIGHT-OF-WAY) LOCATED NEAR THE INTERSECTION OF



MILLS ROAD AND HUDSON'S CROSSROAD ROAD FROM RA (RURAL AGRICULTURAL – PITT COUNTY'S JURISDICTION) TO R9S (RESIDENTIAL-SINGLE-FAMILY)

Continued to August 8, 2019 per applicant's request.

ORDINANCE REQUESTED BY HOME BUILDERS AND SUPPLY COMPANY TO REZONE 0.28 ACRES LOCATED SOUTH OF THE INTERSECTION OF LINE AVENUE AND WILSON STREET FROM R6 (RESIDENTIAL) TO CH (HEAVY COMMERCIAL) – (Ordinance No. 19-029

Chief Planner Chantae Gooby stated Home Builders and Supply Company has requested to rezone 0.28 acres located south of Line Avenue and Wilson Street from R6 (Residential) to CH (Heavy Commercial).

Due to the size of the tract, it is undevelopable, therefore, a traffic volume report was not generated. During the review process, measures to mitigate the traffic will be determined.

In 1969, the property was zoned to its current zoning. Water and Sanitary Sewer are available. There are no known historical conditions/constraints on this property. The property is located in the Harris Mill Run/Schoolhouse Branch Watershed. Since the property is less than a half-acre, stormwater rules will not apply. If stormwater rules did apply, a 10-year detention would be required.

Under the current zoning, Ms. Gooby stated the property is being used for parking. Under the proposed zoning, staff would anticipate the tract to be incorporated into the adjoining CH-zoned tracts to the south that are under common ownership. The anticipated build-out time is within one year.

Surrounding land uses and zoning are as follows:

South: CH (Home Builders and Supply Company)

East: R6 – One (1) single-family residence and one (1) vacant lot

West: R6S - One (1) single-family residence and one (1) apartment complex (6 units)

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

Ms. Gooby stated the Planning and Zoning Commission voted unanimously to recommend approval of the request at its May 21, 2018 meeting.



Mayor Connelly declared the public hearing for the proposed rezoning open at 6:24 pm and invited anyone wishing to speak in favor to come forward.

Darsen Sowers – 394 Claredon Drive

Mr. Sowers, representing the applicant, stated one resident contacted him and expressed concern about traffic. He read a response from Home Builders and Supply's general manager, adding that the area in question will be used for storage of stackable lumber and building materials. This will not change existing routes for their trucks and delivery drivers will be instructed to go around the Higgs neighborhood rather than through it. He said he is available to answer any questions the Council may have.

Hearing no one else wishing to speak in favor of the proposed rezoning, Mayor Connelly invited comment in opposition.

Rosemary Anderson – 301 Line Avenue

Ms. Anderson stated she wrote the letter previously referenced as she lives directly across the street from the area that has been fenced off. Initially, she thought this was done as parking for Guy Smith Stadium, but she lives there and the traffic is different. There is noise from dropping wood pallets and she is often held up going to work by large trucks at the stop sign for an extended period as they attempt to make the turn. She is not comfortable living across the street from this type of commercial trucking and is often disturbed at 5:30-6:00 am by trucks changing gears. She stated she has seen logging trucks in the neighborhood and recommended installation of speed bumps.

Also hearing no one else wishing to speak in opposition, Mayor Connelly closed the public hearing at 6:29 pm.

Mayor Pro-Tem Glover stated she has spoken previously with Mr. Sowers and Mr. Tew from Home Builders and they have assured her they will not have heavy truck traffic in the neighborhood. Home Builders is not engaged in logging, so those types of trucks are a separate issue. She asked Ms. Anderson to call her if she continues to experience problems. She asked the City Manager to set up a meeting for her, the Police Chief, representatives of Home Builders and Ms. Anderson.

There being no further discussion, Council Member Litchfield moved to adopt the ordinance to rezone 0.28 acres located south of Line Avenue and Wilson Street from R6 (Residential) to CH (Heavy Commercial). Council Member Meyerhoeffer seconded the motion, which passed by unanimous vote.

ORDINANCE REQUESTED BY OCEAN REEF INVESTMENTS, LLC TO REZONE 4.061 ACRES LOCATED AT THE SOUTHEASTERN CORNER OF THE INTERSECTION OF MACGREGOR DOWNS ROAD AND B'S BBQ ROAD FROM MO (MEDICAL-OFFICE) TO CG (GENERAL COMMERCIAL) – (Ordinance No. 19-030)



Chief Planner Chantae Gooby stated Ocean Reef Investments, LLC has requested to rezone 4.061 acres located at the southeastern corner of the intersection of MacGregor Downs Road and B's BBQ Road from MO (Medical-Office) to CG (General Commercial).

Based on the analysis comparing the existing zoning (384 daily trips) and requested rezoning, the proposed rezoning classification could generate approximately 274 trips to and from the site on B's BBQ Road, which is a net decrease of 110 trips per day. Since the traffic analysis for the requested rezoning indicates that the proposal would generate less traffic than the existing zoning, a traffic volume report was not generated. During the review process, measures to mitigate the traffic will be determined.

In 1976, the property was incorporated into the City's extra-territorial jurisdiction (ETJ) and zoned RA20 as part of a large-scale ETJ extension. In 1985, the Medical District was adopted by City Council. The subject site was included as part of the Medical District and rezoned to MR (Medical-Residential). In 2005, the property was rezoned to its current zoning. On March 19, 2019, the Planning and Zoning Commission unanimously recommended approval of a Future Land Use and Character Map amendment for the subject property. On April 11, 2019, City Council approved the request by a vote of 5 to 1.

There are no known historical conditions/constraints on this property. Water and Sanitary Sewer are available.

The property is located in the Harris Mill Run/Schoolhouse Branch Watershed. If stormwater rules apply, it would require 10-year detention and nitrogen and phosphorous reduction. There is a small portion of the property (0.18 acres) located in the northwestern corner that is located in the 100-year floodplain. Development within this area would have to comply with the Flood Damage Prevention Ordinance.

Under the current zoning, Ms. Gooby stated the property is being used for parking. Under the proposed zoning, staff would anticipate the tract to be incorporated into the adjoining CH-zoned tracts to the south that are under common ownership. The anticipated build-out time is within one year.

Surrounding land uses and zoning are as follows:

North: RA20 - one (1) mobile home park and MR - Wyngate Subdivision (single-family)

South: CG - One (1) single-family residence and MR - One (1) single-family residence and Waterford Place Apartments

East: MR - Cascade Apartments

West: CG - One (1) vacant lot

Ms. Gooby stated that, in staff's opinion, the request is in compliance with Horizons 2026: Greenville's Community Plan and the Future Land Use Plan and Character Map. "In compliance with the comprehensive plan" should be construed as meaning the requested



CITY MANAGER'S REPORT

City Manager Wall recommended cancellation of the June 24, 2019 City Council meeting.

Upon motion by Council Member Daniels and second by Mayor Pro-Tem Glover, the City Council voted unanimously to cancel their June 24, 2019 meeting.

COMMENTS FROM THE MAYOR AND CITY COUNCIL

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

ADJOURNMENT

Council Member Daniels moved to adjourn the meeting, seconded by Council Member Meyerhoeffer. There being no further discussion, the motion passed by unanimous vote and Mayor Connelly adjourned the meeting at 6:50 pm.

Respectfully submitted,

Carol L. Barwick, CMC
City Clerk

PROPOSED MINUTES
CITY COUNCIL WORKSHOP
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, NOVEMBER 8, 2018



A workshop of the Greenville City Council was held on Monday, November 8, 2018, in Conference Room 337, located on the third floor at City Hall, with Mayor P.J. Connelly presiding. Mayor Connelly called the meeting to order at 4:13 p.m.

Those Present:

Mayor P.J. Connelly, Mayor Pro-Tem Rose Glover, Council Member Kandie Smith (arrived at 4:33 p.m.), Council Member Will Bell, Council Member Rick Smiley, Council Member William Litchfield, Jr., and Council Member Brian Meyerhoeffer, Jr.

Those Absent:

None.

Also Present:

City Manager Ann E. Wall, City Attorney Emanuel McGirt, Assistant City Manager Michael Cowin, Assistant City Manager Ken Graves, Administrative Assistant Valerie Shiuwegar

APPROVAL OF THE AGENDA

Council Member Smiley made a motion to approve the agenda as presented. Council Member Bell seconded the motion and it passed unanimously.

DISCUSSION OF TOBACCO-FREE PARKS

Dr. John Morrow, Pitt County Health Director, spoke about the importance of tobacco-free parks in Greenville and Pitt County. He stated that tobacco holds a strong tradition in Pitt County, but it is the #1 cause of preventable death in Greenville and Pitt County. He stated that the Health Department had taken a resolution for a Board of Health rule to all ten municipalities in Pitt County and each municipality had approved. Preemptive rules of the General Assembly required that the Health Department also gain approval from the Pitt County Board of Commissioners. The resolution failed 5-4, requiring each municipality to form their individual regulations. He stated that Commissioner Beth Ward was present in



support of a tobacco-free ordinance.

Dr. Morrow stated that Ayden, Bethel, Grifton, and Winterville had each passed their own regulations, along with East Carolina University (ECU) and Pitt Community College (PCC). He stated that Allison Moser, Regional Tobacco-Prevention Specialist, would be available to assist with drafting policy and promoting the information.

After a general discussion, the City Council expressed their support of going tobacco-free in government buildings, vehicles, and public spaces. They requested further discussion on going tobacco-free in private businesses.

**PRESENTATION OF THE STORMWATER ADVISORY COMMITTEE’S (SWAC) FINAL REPORT TO INCLUDE
THE STORMWATER UTILITY RATE STUDY**

City Manager Ann Wall stated that the City Council had received a full presentation on Stormwater at the October City Council Workshop and Public Works Director Kevin Mulligan and staff would be giving a presentation on the Stormwater Advisory Committee’s (SWAC) final report.

Director Mulligan stated that the committee has met for the past 15-16 months. He stated that the City employed the WK Dixon consulting firm for this process to examine stormwater program needs, develop funding options for consideration, and prepare a report summarizing the outcome. Major SWAC topics included: extent of service, level of service, capital project prioritization, financial analysis, and ordinance and policy recommendations.

Greenville is unique in that it possesses a complete inventory of the stormwater system and Watershed Master Plans identifying system needs that enables a fuller understanding of needs and associated costs. The current drainage system includes:

- 237 miles of storm drainage pipes
- 17,000 structures
- 97 culverts (typically under roadways)
- 2,913 outfalls (where pipes discharge)
- 95 miles of City-maintained open drainage

Under the current policy, the City maintains all infrastructure within the City right-of-way and public property. The City provides limited maintenance for areas outside the right-of-way as well as assistance through the Drainage Assistance Program and Ditch and Stream Stabilization Program, but these areas must convey public runoff.



Evaluating the extent of service, the Committee weighed the desired extent of service against what is financially sustainable. Different factors were identified: public versus private property, geographical boundaries (City, ETJ, and beyond), and components of the system such as streams, pipes, lakes, and stormwater control measures (best management practices (BMP) and stormwater control measures (SCM)). The SWAC recommended that the City maintain the drainage system that conveys public water. The committee defined “public” water as stormwater runoff from improved, publicly owned rights-of-way.

Looking at geographical boundaries, the Committee examined areas outside of the City limits where limited City maintenance may be appropriate, such as North Carolina Department of Transportation (NCDOT) roadways where City interests are impacted and where drainage crosses the ETJ back into the City limits. The SWAC recommended that the City provide limited maintenance in the ETJ: “The City may, at its own discretion, accept responsibility for or assist in the repair or improvement of storm drainage infrastructure located outside of the City’s corporate limits where the City Engineer has determined that there is a direct benefit to the City and its residents.”

Looking at private BMP and SCM maintenance, the SWAC recommended that City not maintain private BMP’s at this time, but consider at a later date.

Evaluating the level of service, the Committee broke the current stormwater program into three major components:

- Program Management
 - Administration – billing, finance, auditing, citizen concerns
 - Engineering operations – strategic and master planning, design, project management, steambank stabilization, asset management, and system inventory
 - Regulatory compliance – development review, inspection, permit programs, floodplain regulation
 - Proactive versus reactive management
 - Upfront investment will save on Capital Expenditures (CIP)
- Operation and Maintenance
 - Front cost for proactive maintenance for staff and equipment
 - Proactive maintenance provides for long term cost savings
 - Reduction in damages during storm events
 - Rehabilitation and maintenance costs are less than replacement
- Capital Improvement
 - Capital Projects
 - Major improvements (Town Creek Culvert)



- Reduce Flooding & Improve Water Quality
- Watershed Master Plan
- Capital Replacement
 - Replace infrastructure at the end of useful life (forecasted 40-year life)
 - Proactively manage aging assets and develop a sustainable stormwater program similar to water/sewer and electric utilities
 - Most stormwater utilities that are deferred but must be paid for eventually

The SWAC recommended service level B for program management, recommending regular master plan updates, inspection of 50% of new infrastructure, routine condition assessment of infrastructure on a 20 year cycle, staff for inspections, asset management, and utility billing and revenue management.

Level of Service Grade	Program Management and Regulatory Compliance
A	Comprehensive program planning, aggressive state and federal regulatory compliance that exceeds minimum requirements in all cases, state of the art practices, full program implementation
B	Basin master planning, above average state and federal regulatory compliance that exceeds minimum requirements in most cases, systematic program implementation
C	Limited planning, average state and federal regulatory compliance that exceeds minimum requirements in some cases, priority program implementation
D	Minimal planning, minimum required state and federal compliance, partial program implementation
E	No planning, minimum required state and federal compliance, minimal program implementation

The SWAC recommended service level B for operations and management, recommending that culverts be cleaned and inspected twice a year, channels be cleaned and inspected annually, inlets be cleaned and inspected every 2.5 years, and that the necessary staff, vehicles, equipment and materials be added.

Mayor Connelly asked for the City’s current level on the maintenance grading scale. He further inquired why the SWAC did not recommend an A level of service grade.

Mr. Mark Senior, Engineer and Consultant with W.K. Dickson, stated that the City is at level D and advised that it would be very costly and a big jump to move to an A level from the



current service grade.

Level of Service Grade	Operations and Maintenance
A	Fully preventative and proactive maintenance, state of the art practices
B	Fully routine and partially inspections based maintenance
C	Limited routine maintenance, limited inspection based maintenance, partially reactive maintenance
D	No routine or inspection based maintenance, reactive maintenance only
E	Limited reactive maintenance

Assessing capital improvement needs, capital projects costs total approximately \$150-170 million with approximately \$80-95 million for flood control primary, approximately \$40 million for flood control secondary, approximately \$12.5 million for streambank stabilization, and \$20.5 million for water quality. Replacement costs of pipes and structures based on a 40-year cycle approximated to \$5.75 million annually for a total cost of \$230 million. The SWAC did not have a specific recommendation for the CIP component. They had examined service grade level B, but deemed it to be too costly. The Committee opted to look at the program budget as a whole and compare it to system needs to see what impact it could have before coming back with a full recommendation.

Level of Service Grade	Capital Improvement (CIP)
A	All known CIP needs completed in 10 years
B	All known CIP needs completed in 20 years
C	All known CIP needs completed in 30 years
D	All known CIP needs completed in 40 years
E	All known CIP needs completed in 50 years

Mr. Keith Reatling, Consultant with Raftaelis, outlined the projected revenue requirements through fiscal year (FY) 2024, reflecting a progression of costs with requirements reaching



\$16.649 million by FY 2024. SWAC recommended including a fixed administrative charge to all rate payers of \$1.20 per month, and policy changes that would implement a 1 ERU minimum charge per unit for multi-unit buildings, collaboration with Greenville Utilities Commission (GUC) to identify strategies and billing practices for stormwater only rate payers, and the development of a reserve fund for emergencies. The Committee recommended increasing rates over a 6-year period to reach \$14.00/ERU with an administrative fee of \$1.20 for a total rate of \$15.20/ERU.

Council Member Smiley asked if this would address flooding events.

Mr. Reatling stated that these changes would not impact major events such as Hurricane Floyd, but would address minor flooding.

Council Member Meyerhoeffer asked if there is a sliding scale that would compare service levels to investment levels.

Mr. Reatling stated that there is a scale included in the report.

Mr. Senior stated that the Committee had analyzed projects and created a prioritized list:

- St. Andrews Drive streambank stabilization - \$3.430 million
- Elm Street secondary system - \$3.310 million
- Arlington Boulevard secondary system - \$1.540 million
- Green Mills Run primary system - \$6.560 million
- Swift Creek UT1 primary system - \$8.050 million
- Greenbriar Drive secondary system - \$770 thousand
- Forest Hill Drive stream stabilization - \$820 thousand

They also recommended \$200 thousand a year for the Streambank Stabilization Assistance Program and \$1.5 million a year for on-call repairs.

Mayor Connelly requested that another presentation be presented live to provide the opportunity for more citizens to understand the process before a final decision is made.

Council Member Meyerhoeffer requested that the visuals presented at the workshop be included in that presentation. He asked if there are other cities that have had to triple their stormwater rates.

Mr. Reatling stated that this situation would not be unique to Greenville. He advised that everyone's rates are going up.

Council Member Litchfield asked if the proposed administrative costs are comparable to



administrative costs in other cities.

Mr. Reatling that these costs are not out of line for a city of this size.

Council Member Meyerhoeffer asked if additional staff would need to be hired.

City Manager Wall stated that the program would require additional staff. She stated that more details would be available and shared with staff further into the process.

ADJOURNMENT

There being no further business before the City Council, motion was made by Council Member Bell and seconded by Council Member Smiley to adjourn the meeting. Motion carried unanimously. Mayor Connelly adjourned the meeting at 5:55 p.m.

Prepared by:
Valerie P. Shiuwegar
Administrative Assistant

Respectfully submitted,

Carol Barwick, CMC
City Clerk

OFFICIAL MINUTES
CITY COUNCIL WORKSHOP
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, FEBRUARY 11, 2019



A workshop of the Greenville City Council was held on Monday, February 11, 2019, in Conference Room 337, located on the third floor at City Hall, with Mayor P.J. Connelly presiding. Mayor Connelly called the meeting to order at 4:00 p.m.

Those Present:

Mayor P.J. Connelly, Mayor Pro-Tem Rose Glover (joined at 4:15 p.m.), Council Member Monica Daniels (joined at 4:15 p.m.), Member Will Bell, Council Member Rick Smiley, Council Member William Litchfield, Jr., and Council Member Brian Meyerhoeffer, Jr.

Those Absent:

None

Also Present:

City Manager Ann E. Wall, City Attorney Emanuel McGirt, Assistant City Manager Michael Cowin, Assistant City Manager Ken Graves, Administrative Assistant Valerie Shiuwegar

APPROVAL OF THE AGENDA

Council Member Smiley made a motion to approve the agenda as presented. Council Member Bell seconded the motion and it passed unanimously.

PRESENTATION OF ECONOMIC DEVELOPMENT COLLOBORATIVE

Ms. Crystal Morphis, Consultant with Creative Economic Development Consulting, presented an overview of the Economic Development Working Committee. She stated that there has been a long interest in creating a collaborative effort for economic development in the area. She stated that the timing is ideal because the interests of the public sector and private sector have aligned, there is financial support, and there are staffing opportunities in the public sector that can be directed to this initiative.

She stated that a lot of the work that has been done is based on the findings that came out of the Feasibility Study conducted by Convergent in September 2018. Takeaways from the study indicated an overall belief that economic growth could be stronger in the community, current efforts are fractionalized, and collaboration would lead to more success. As a result, Convergent



drafted a five-year plan and an outline for a public-private partnership. They highlighted the most critical factors, recommending that funding should be public and private and board governance should represent all of Pitt County, both public and private.

She stated that Pitt County met on September 27 and appointed a Working Committee to discuss and develop a public-private partnership.



Represents	Member
Pitt County	Beth Ward, Tom Coulson
City of Greenville	PJ Connelly, Will Litchfield
Comm of 100	Drake Brinkley, Tom Kulikowski
PCDC	Michael Harris, Randy Walters
Private Sector	Chuck Pascarelli, Ben Dixon, Michael Overton
PCC	Lawrence Rouse
ECU	Ron Mitchelson
Vidant Health	Michael Waldrum
Municipalities	Gloristine Brown
Ex-Officio	Municipal Managers, Comm 100, PCDC Director, Chamber, GUC, Pitt County Schools

The Committee had their first meeting on November 7, 2018 to discuss collaboration, inclusivity, communications, and transparency. She stated the December 5, 2018 meeting focused on funding, representation, public leadership, the staffing model, and the transition. She stated that the Committee endorsed the concept, program of work, governance model, staff model, and funding sources at the December 19, 2018 meeting. She stated that the County formally withdrew their support at the Committee’s January 14, 2019 meeting, but the municipalities moved to go forward with the initiative. She stated that at that same meeting, the Committee endorsed a collaborative economic development organization that represents Pitt County, municipalities, private sector, and economic development ally organizations; a program of work; an inclusive governance model; staffing model; and a funding model of public and private funding.

She stated that under the drafted bylaws, the Executive Committee would be a mix of public and private partners with Officers, a Pitt County appointee, City of Greenville appointee, Municipal Member appointee, and the Managers serving as ex-officio members along with another Municipal Member. She stressed it is important that the partnership be inclusive and it was recommended that the Chair and Vice-Chair of the Executive Committee come from the private sector to ensure a non-political status and to give the organization the ability to strongly advocate for different initiatives.



Going over the proposed staffing model, Ms. Morphis stressed the importance of the VP/Manager of Community Development Strategies and the Retail and Commercial Developer. She stated that these positions would especially benefit smaller communities and their community development efforts and which would be an overall benefit to the Pitt County area.

Ms. Morphis stated that the next steps are gaining approvals and a transition process. She stated that it was recommended that the Working Committee serve as a Transition Board since it is made up of a mix of public and private community leaders. She outlined the recommended work for the Transition Board as well as specific steps for Pitt County, the City of Greenville, and the Committee of 100.

Request for Local Government Support

- Accept the working committee's endorsement and materials
- 1. Approve a transition process that leads to standing up the new organization:
 - Re-appoint the working committee and its representatives to oversee transition.
 - Recommend an interim director (see below)
 - Confirm mission and vision statements
 - Update the strategic plan
 - Oversee the fundraising campaign (see below)
 - Recommend a 2019-2020 budget
 - Secure office space
 - Develop MOUs between local governments and the new organization.
 - Put a place holder in budget for new organization with a budget request to come from the transition board by end of April
- Step specific for Pitt County:
 - Empower the working committee to vet and recommend an interim director to begin April 1 to transition one month with Wanda Yuhas.
- Step specific for City of Greenville, Pitt County, and Committee of 100:
 - Initiate the private sector fundraising campaign

Council Member Meyerhoeffer asked if the partnership would be viable without the County's participation.

Ms. Morphis noted that the County's participation would be ideal to promote cohesion and provide a one-stop process, but it is possible. She stated that there are other models throughout the state of cities and communities moving forward.

Mayor Connelly asked how other organizations had received this same presentation.

Ms. Morphis stated that the Greenville Utilities Commission had heard the presentation but did not take a vote.

Mr. Spence Crosby, Chairman of the Committee of 100, spoke on behalf of the Committee of 100, stating that they had voted unanimously in favor of the presentation. He stated that they are committed and can bring resources to the table.



Council Member Litchfield stated that he had the chance to connect with a number of members from other municipalities and private industries while serving on the Work Committee. He stated that he was encouraged by the level of support and optimism creating a collaborative effort. He stated that smaller municipalities see this as a valuable opportunity and are committed to moving forward.

The City Council expressed their appreciation to Ms. Morphis for her efforts.

Council Member Rick Smiley made a motion to endorse the presented plan. Council Member Litchfield seconded the motion and it passed unanimously.

UPDATE ON TOWN CREEK CULVERT PROJECT

Public Works Director Kevin Mulligan provided an update on the Town Creek Culvert Project to the City Council. He stated that the project had begun in March 2018 and is projected to be completed in the Summer 2020.

Mayor Connelly asked for the economic life of the project.

Director Mulligan stated that it is 100 years.

Director Mulligan stated that staff is working with East Carolina University on warnings and signage as the City moves into different phases of the project. He stated that there will be less vehicle detours in Phase III of the project and noted that pedestrians will be able to use 5th & Cotanche. He stated that business owners in the area appreciate the updates and information on the project. He stated that he will work with potentially impacted organizations in the area to address potential issues.

Mayor Connelly expressed their concerns with flooding in that area.

Director Mulligan stated that there is a potential until the project is done, but conditions will not be any worse than they were prior to the project. He stated that there are measures in place to address it. He stated that there are no scheduled outages, no anticipated decrease in water pressure, and fibers will be supported or relocated in advance.

Director Mulligan stated that the Public Information Office has been assisting with publicizing the project on social media and assisting with meetings with business owners in the area.

City Manager Wall asked that the City Council forward anyone with questions about the project to the Public Works Department.

UPDATE ON STORMWATER ADVISORY COMMITTEE’S FEE RECOMMENDATION

Engineer Lisa Kirby stated that the City Council received a presentation on the Stormwater Advisory Committee’s (SWAC) recommendations at the November 2018 City Council Workshop.



She stated that the presentation today breaks down the proposal under \$0 (no change) plan, \$1 plan, \$2 plan, and \$3 plan. She stated that the SWAC had recommended the \$2 plan.

Engineer Kirby stated that the current utility rate is billed through GUC, accounting for approximately 40,400 accounts which translates into approximately 103,000 ERUs at a rate of \$5.35/ ERU. The projected revenue for the current rate is \$6.1 million for FY 2019 at a 92% collection rate.

She stated the current operational services include:

- Permit requirements*
- Floodplain management*
- Sedimentation and Erosion Control Program*
- Capital Improvement Program
- Design
- Contract Management (Design & Construction)
- Setup of new utility bill accounts
- Inspect 10% of new public infrastructure
- All public open channels cleaned/inspected every 2 years
- All catch basins cleaned/inspected every 5 years
- All pipes cleaned/inspected as needed
- NOTE: no utility bill audits, no condition assessment, no asset management

*Required by federal regulations

Engineer Kirby stated that that under the current plan there is \$2.8 million in capital available for projects and repairs. She stated that the most current project was approximately \$2 million and there is another project ready to go out that will cost approximately \$1 million. She provided the different scenarios under the \$0, \$1, \$2, and \$3 plans as well as a summary of typical monthly property fees for each plan. Council Member Meyerhoeffer asked how much is spent on emergencies.

Engineer Kirby stated that the current contract is \$2.5 million and the new contract is anticipated to be over \$2 million.

Mayor Connelly asked why there is a significant increase for apartments.

Engineer Kirby stated that it is because of the minimum ERU. She stated that the property managers do have the option to handle those fees and it will drop the administrative fee. She stated that the administrative fee would be the same across the board whether it is a big box store or a residential home.

Mayor Connelly requested that staff look into the current billing process to see how the stormwater fees are collected.



City Manager Wall stated that it is important to point out that the funds needed to maintain and address stormwater will exceed what is currently available. She stated that staff has brought the stormwater issue before the City Council over several months to provide adequate information about system needs for the Council's analysis so that it can be funneled down into options that will fit for Greenville.

Engineer Kirby stated that staff recommends examining the \$1 and \$2 plans. She stated that going with the \$0 (no change) plan will result in a drop in service and the \$3 plan is cost prohibitive.

The City Council acknowledged the need to address stormwater needs and expressed concerns with potential financial impacts. They thanked the SWAC for their work and praised them for finding middle ground. They requested that staff bring back information on stormwater billing.

ADJOURNMENT

There being no further business before the City Council, motion was made by Council Member Smiley and seconded by Council Member Bell to adjourn the meeting. Motion carried unanimously. Mayor Connelly adjourned the meeting at 5:50 p.m.

Prepared by:
Valerie P. Shiuwegar
Administrative Assistant

Respectfully submitted,

Carol Barwick, CMC
City Clerk

OFFICIAL MINUTES
CITY COUNCIL WORKSHOP
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, MARCH 25, 2019



A workshop of the Greenville City Council was held on Monday, March 25, 2019, in Conference Room 337, located on the third floor at City Hall, with Mayor P.J. Connelly presiding. Mayor Connelly called the meeting to order at 4:00 p.m.

Those Present:

Mayor P.J. Connelly, Mayor Pro-Tem Rose Glover, Council Member Daniels (arrived 4:15 p.m.), Council Member Will Bell, Council Member Rick Smiley, Council Member William Litchfield, Jr., and Council Member Brian Meyerhoeffer, Jr.

Those Absent:

None

Also Present:

City Manager Ann E. Wall, City Attorney Emanuel McGirt, Assistant City Manager Michael Cowin, Assistant City Manager Ken Graves, Administrative Assistant Valerie Shiuwegar

APPROVAL OF THE AGENDA

Manager Wall recommended moving the Sports Council item to Item #1. Council Member Smiley made a motion to amend the agenda as recommended. Council Member Bell seconded and the motion carried unanimously.

ESTABLISHMENT OF SPORTS COUNCIL

Convention and Visitors Bureau Director Andrew Schmidt presented information to the City Council on sports tourism. He stated that it is the fastest growing market segment, proving to be a safe bet with research showing that a majority of families will budget for travel sports over vacations. He stated that this market sees “support travelers”, travelers that will come to the area to support and also explore the area and contribute to the economy. He stated that also helps realize a macro-goal of increasing exposure to the area.

Director Schmidt stated that the Greenville community officially kicked off its first year of sports tourism in 2016 with a dedicated staff focusing on increasing the market and bringing in revenue to the community. He stated that a Sports Council would be beneficial to the City in their ability to focus on branding and to participate in bid fees. He stated that bid fees include typical needs of



tournament organizers, such as refreshments, marketing, and use of facilities. He stated that these fees on the front end have the ability to bring in greater returns. He stated that it will take a year or two to see results from adding a Sports Council because tournaments are typically organized three years prior to the tournament date. He stated that the Sports Council would be a division of the Convention & Visitors Bureau with its own marketing plan, separate budget accounts, and its own advisory board.

Assistant City Manager Michael Cowin stated that the proposed Sports Council would be funded through the 6% occupancy tax that is collected on all overnight stays at hotels and motels in the City. He stated that the tax is allocated with 1.0% going towards marketing, 2.0% going towards CVB operations, and 3.0% to capital reserve. He stated that the recommendation is to fund the Sports Council at \$275k per year from the Capital Reserve, aiming to maintain approximately \$1 million in fund balance. Revenues are projected to increase at a rate of 2% on average annually. He stated that the Sports Council has been approved by the CVA's Executive board as well as by the full board. The proposal would be brought back before the City Council as part of the CVB's annual budget presentation with funding for the Sports Council at the May 9th City Council meeting. A public hearing for the City budget would be held at the June 10th City Council meeting, and the Council would adopt the budget at their June 13th meeting.

Council Member Rick Smiley asked for information on the most previous capital investment at the Convention & Visitors Center.

Staff stated that the renovations in 2014 amounted to approximately \$4.5 million funded with debt to update aesthetics and increase the break out space to accommodate larger conventions. Staff stated that maintenance is scheduled on a 5-10 year cycle and is anticipated to be much less than the costs in 2014 because it will be routine maintenance and not a renovation of that scale.

Mayor Connelly voiced his support of the CVB stating that they have done a good job of bringing new groups to the area who have never been to Greenville before.

Council Member Litchfield spoke in support of the CVB's efforts. He asked how the performance of the Sports Council would be measured.

Director Schmidt stated that the CVB will look at future tournaments that are brought into the area as well as the new relationships that are formed through the Sports Council.

Council Member Smiley requested that the CVB submit a report through Notes to Council explaining the impact on the existing budget.

Council Member Meyerhoeffer asked that staff speak on the disadvantages that the CVB faces.

Director Schmidt stated that the CVB has a limited staff because a majority of funding is committed towards paying off the debt on the Convention Center. He stated that Greenville is competing against cities like Wilmington, Asheville, Raleigh, Goldsboro, Durham, and Winston-Salem. He stated that the City requires resources such as facilities with numerous fields in one place, fields with night time lights, and other resources that could accommodate sports such as



beach volleyball, longboard skating, etc. in order to become more competitive. He stated that there is not a shortage of sports and opportunities for tournaments.

STORMWATER UTILITY FEE ALTERNATIVES

City Manager Wall stated that the presentation is a follow-up to the discussion at the February City Council Workshop. She stated that following this presentation and with the consensus of the City Council, the Stormwater Proposal would be formally brought before the City Council at the April meeting and then incorporated into the budget.

Assistant City Manager Cowin stated staff has drafted two alternative plans in addition to the three plans that were brought before the City Council at the February Workshop:

- Presented at February 11 Workshop
 - \$1.00 plan - \$4.65 increase in ERU over 5 years
 - \$2.00 plan - \$8.65 increase in ERU over 5 years
 - \$3.00 plan - \$14.65 increase in ERU over 5 years
- Alternative Plans
 - Alternative A - \$2.00 increase over 5 years
 - Alternative B - \$4.00 increase over 5 years

Assistant Manager Cowin stated that the discussion would be limited to the \$1, \$2, and Alternative plans. He stated that all four plans are funded as pay-as-you-go projects, but the biggest difference is in the use of debt service. He stated that there is an administrative cost of \$1.20 and minimum charge or 1 ERU per account factored into the \$1 and \$2 plans, but not the alternatives. He stated the biggest difference would be in the use of debt financing to fund projects.



UTILITY FEE ALTERNATIVES FUNDING PARAMETERS

Parameter	Current Plan	Feb 11, 2019 Workshop		Alternate Plans	
		\$1 Plan	\$2 Plan	Alt. A	Alt. B
Increase in Rate per ERU Over 5 Years	\$0.00	\$4.65	\$8.65	\$2.00	\$4.00
Monthly Administrative Charge per Account	\$0.00	\$1.20		\$0.00	
Minimum Charge of 1 ERU per Account	No	Yes		No	
Pay-As-You-Go Funding of Projects	Yes	Yes		Yes	
Debt Financing Used to Fund Projects	No	No		Yes	
Long Range Debt Plan Methodology Used	No	No		Yes	
Fund Balance Used to Manage Projects	No	Yes		Yes	

Assistant Manager Cowin stated that rate increases for Alternatives A & B would not be reflected until fiscal year (FY) 2021 to allow time to build up operations to take on that level of service. He provided a visual of projected monthly fees at the 5th year:



UTILITY FEE ALTERNATIVES FUNDING PARAMETERS

Fee Type	Current Plan	February 11, 2019 Workshop		Alternate Plans	
		\$1 Plan	\$2 Plan	Alt. A	Alt. B
Projected Monthly Fees at 5th Year:					
Box Store	\$ 866.70	\$ 1,621.20	\$ 2,269.20	\$ 1,190.70	\$ 1,514.70
Fast Food Restaurant	107.00	201.20	281.20	147.00	187.00
Residential (Tier II)	10.70	21.20	29.20	14.70	18.70
Apartment (Multi-Story)	1.76	11.20	15.20	2.42	3.08

He provided a comparison of preventative maintenance levels under the proposed options compared to the existing stormwater plan:



UTILITY FEE ALTERNATIVES PREVENTIVE MAINTENANCE LEVELS

Levels	Current Plan	Feb 11, 2019 Workshop		Alternate Plans	
		\$1 Plan	\$2 Plan	Alt. A	Alt. B
Inspections of New Infrastructure	10.0%	50.0%	50.0%	50.0%	50.0%
Public Channels Cleaned	Every 2 Years	Every Year	Every Year	Every Year	Every Year
Catch Basins Cleaned/Inspected	Every 5 Years	Every 2.5 Years	Every 2.5 Years	Every 2.5 Years	Every 2.5 Years
All Pipes Cleaned/Inspected	As Needed	Every 7 Years	Every 7 Years	Every 7 Years	Every 7 Years
Utility Bill Audits	None	Yes	Yes	Yes	Yes
Condition Assessment	None	20 Yr Full Review	20 Yr Full Review	20 Yr Full Review	20 Yr Full Review
Annual Funding for Preventive Maintenance	\$0.00	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000

Assistant Manager Cowin stated that an additional staff member would be hired to conduct audits and count impermeable surfaces. He stated that the City would also work with Greenville Utilities Commission to capture all revenue possible. He stated that the annual funding of \$1.5 million will help fund an additional 16 staffing positions needed for the program as well as equipment requirements. He stated that preventative maintenance staffing would be phased in over the next two fiscal years.

Assistant Manager Cowin gave a comparison of projects to be funded over the next five years under the proposed rates:

- Current plan - \$5 million
- \$1.00 plan – \$19.9 million
- \$2.00 plan - \$32.1 million
- Alternative A - \$15.2 million
- Alternative B - \$25.5 million

He noted that the biggest difference in the options are the debt funded levels.



UTILITY FEE ALTERNATIVES PROJECT FUNDING LEVELS

	Pay-As-You-Go	Debt Funded	Total
Current Plan	\$ 5,000,000	\$ -	\$ 5,000,000
\$1.00 Plan	\$ 19,900,000	\$ -	\$ 19,900,000
\$2.00 Plan	\$ 32,100,000	\$ -	\$ 32,100,000
Alternate A	\$ 9,200,000	\$ 6,000,000	\$ 15,200,000
Alternate B	\$ 10,500,000	\$ 15,000,000	\$ 25,500,000

Assistant Manager Cowin stated that the goal is to increase every 4-5 years to maintain projects, keep up with inflation, and leverage debt in the future. He stated that key to keeping up is funding projects. He provided an analysis of rate increases under the alternative options to projects funded over a 25-year period:

STORMWATER ANALYSIS LOOKING FORWARD...

Years	Rate Increases		Projects Funded	
	Alt. A	Alt. B	Alt. A	Alt. B
Years 1 - 5	\$ 2.00	\$ 4.00	\$ 15,000,814	\$ 25,567,254
Years 6 - 10	1.50	1.50	20,847,590	28,230,502
Years 11 - 15	1.00	1.00	23,741,926	31,946,649
Years 16 - 20	1.00	1.00	27,927,407	33,927,407
Years 21 - 25	1.00	1.00	38,545,679	45,345,679
Total	\$ 6.50	\$ 8.50	\$ 126,063,416	\$ 165,017,491



He noted the difference of approximately \$40 million in funding between option Alternative A and Alternative B. At the City Council's request, Assistant Manager Cowin stated that the analysis for the \$1 and \$2 option would be provided.

He provided an overall summary of all four options, noting that all four would have the same levels of service. He further noted that all four options have 3% inflationary increases built in for ongoing operations and preventative maintenance expenditures on an annual basis.

Mayor Connelly asked how these plans would extend the life of the drainage systems.

Staff stated that the proposed options would allow the City to take measures such as adding slip-lining to the fixtures which can extend the life of the systems up to 20 years depending on the materials used. The options would also allow increased maintenance that will add significantly to the life of the systems. Staff stated that prioritized projects are based on the Stormwater Master Plan. Projects will be brought before the City Council for approval and can change if opportunities such as grants become available, or if events such as system failures occur.

Council Member Litchfield voiced concerns with the residential area behind the Hilton hotel. He stated that the area experiences flooding in hard rain.

Engineer Kirby stated that the area was not identified in the Master Plan, but is on-call as needed.

Council Member Smiley expressed his appreciation that the rate structures had been reconfigured to take the pressure off of multi-family dwellings. He stated his support of Alternative B.

Council Member Litchfield stated that it would be beneficial to explore the option of rerouting water from one basin to another.

Staff stated that all of the options are transformational in the sense of increasing maintenance and providing for a utility audit. Capital projects will still be a challenge with 230 miles of pipe at an approximate cost of over \$500 million over 60 years. Staff asked for the Council's preference to be more or less aggressive on capital projects. Under the options presented, the City will be locked into what has been leveraged and will be financing for a fixed amount over a five-year period. The decisions made will lay the path for future plans.

Mayor Connelly and Council Member Meyerhoeffler stated their preference for Alternative A.

Council Members Smiley, Litchfield and Daniels stated their preference for Alternative B.

Council Member Bell asked if staff had received community input.

Manager Wall stated that the Stormwater Advisory Committee (SWAC) had recommended the \$2 plan.

Council Member Bell stated that he would like to receive more community input on these options.

Manager Wall stated that staff would eliminate the \$1 and \$2 options and bring back a full presentation on Alternatives A and B in April. She stated that they will go ahead and prepare the



job descriptions and ads to begin advertising for vacancies as soon as the City Council votes on an option.

ADJOURNMENT

There being no further business before the City Council, motion was made by Council Member Bell and seconded by Council Member Smiley to adjourn the meeting. Motion carried unanimously. Mayor Connelly adjourned the meeting at 5:40 p.m.

Prepared by:
Valerie P. Shiuwegar
Administrative Assistant

Respectfully submitted,

Carol Barwick, CMC
City Clerk

With no further business, Council Member Bell made a motion to adjourn. It was seconded by Council Member Smiley and carried unanimously.

PROPOSED MINUTES
CITY COUNCIL WORKSHOP
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, APRIL 8, 2019



A workshop of the Greenville City Council was held on Monday, April 8, 2019, in Conference Room 337, located on the third floor at City Hall, with Mayor P.J. Connelly presiding. Mayor Connelly called the meeting to order at 4:00 p.m.

Those Present:

Mayor P.J. Connelly, Mayor Pro-Tem Rose Glover, Council Member Monica Daniels, Council Member Will Bell, Council Member Rick Smiley, Council Member William Litchfield, Jr., and Council Member Brian Meyerhoeffer, Jr.

Those Absent:

None.

Also Present:

City Manager Ann E. Wall, City Attorney Emanuel McGirt, Assistant City Manager Michael Cowin, Assistant City Manager Ken Graves, Administrative Assistant Valerie Shiuwegar

APPROVAL OF THE AGENDA

Council Member Smiley made a motion to move the Jones-Lee House item to Item #1 on the agenda. Council Member Meyerhoeffer seconded the motion and it passed unanimously.

PRESENTATION OF ALTERNATIVE LOCATIONS FOR THE JONES-LEE HOUSE

City Manager Ann Wall stated that the City was brought in to help find a solution for a private-sector issue concerning the historic Jones-Lee House. She stated that the City does not own the house or the property and does not have a developmental interest in the matter. She stated that the City is pursuing the demolition of this property.

Community Development Director Tom Barnett stated that there are two potential sites for the property's location:



- 302 S. Green Street –lot adjacent to the Fleming House
- 442 W. Third Street

Council Member Litchfield asked if there are parking options for the Green Street option.

City Manager Wall stated that there is a possibility of on-street parking.

Council Member Meyerhoeffer asked if they would need to take down any trees at the Green Street lot.

Director Barnett stated that option would require trees to be removed.

Director Barnett noted that the Jones-Lee House is listed on the National Register (NR) of Historic Places and is a Greenville Landmark. He stated that if a NR property is to be moved and maintain its NR designation, it would need to be reviewed by the State Historic Preservation Office and the Keeper of the National Register prior to its relocation, which is typically a 6-month process. He stated that relocating a landmark would require a Certificate of Appropriateness (COA) from the Historical Preservation Commission (HPC). He noted that the HPC had approved a 365-day delay of demolition for the Jones-Lee House on April 24, 2018, that expires on Wednesday, April 24, 2019. He stated that according to the State's Building Code regarding historic properties, renovation plans will be reviewed by the City's Chief Building Inspector and as long as the Jones-Lee House does not constitute a distinct life safety hazard, a change of occupancy would not apply, allowing ordinary renovation techniques.

Director Barnett stated that another option would be to declare the property as surplus and donate it to Preservation North Carolina. Preservation North Carolina would be able to place a restrictive covenant on the property.

Director Barnett stated that costs of moving the property are estimated to be \$50-55K, with the potential of other costs, such as utilities, adding an additional \$20-60K. He stated that there are two proposals for the City Council to consider:

- Proposal 1 – Uptown Properties, LLC
 - Relocate the Jones-Lee House to 302 S. Greene Street
 - Cost to the City – Proposer would pay for the physical move at no cost to the City. The City has the option to transfer ownership of the lot or agree to a long-term lease for \$1 per year.
- Proposal 2 – Carolina Penn Investment Group, LLC



- Relocate the Jones-Lee House to a privately owned lot at 442 W. Third Street
- Cost to the City – Costs would be based on the actual cost of the move less contributions from interested parties, including \$20K from Carolina Penn Investment Group, LLC and \$10K from Ward & Taft.

Council Member Smiley stated his support of Proposal 1 and the transfer approach.

Staff stated that time is a constraint. The property owner indicated that plans would be delayed only if there was a solid plan to remove the property. Addressing parking under Proposal 1, staff stated that options for shared parking with the Chamber and on-street parking would be explored.

Council Member Bell made a motion in favor of Option 1 with Uptown Properties. Council Member Smiley seconded his motion.

Council Member Litchfield stated his preference to explore more leasing options to maximize value for taxpayers. He requested that staff reach out to Uptown Properties and Carolina Penn Investment Group, LLC to see if there are different financial options.

Staff stated that substantial renovations will be required for the property once it is moved and those costs would be handled by the proposer.

Council Member Meyerhoeffer stated his support of Proposal 1 because it will be more visible than the Third Street option.

Mayor Connelly requested a letter of agreement, memo of understanding, or contract be put in place for the Jones-Lee House property owners.

Mayor Connelly called for a vote and the motion passed unanimously.

CITY’S OBSERVANCE OF FINANCIAL LITERACY MONTH

Human Resources Director Leah Futrell stated that April is Financial Literacy Month. She stated that a national survey found that on average, 47% of employees find themselves living paycheck-to-paycheck, 44% plan to retire later, and 4/10 say that financial stress affects their productivity at work.

Director Futrell stated that the City will offer opportunities such as a Lunch & Learn workshop with certified financial planners to hear about topics such as budgeting, good



credit, and savings. There is also a scheduled financial panel where employees will be able to speak privately to vendors about college and retirement savings. She stated that the City has partnered with BB&T to provide City employees with the opportunity to receive a free credit report.

The City Council expressed their support of these programs and suggested that staff consider measures such as automatic increases into 401(k) retirement plans.

PRESENTATION ON SCOOTERS

Engineer Ryan Purtle state that bike sharing programs have encouraged companies to pursue other means of transportation, such as scooters. He stated that there has been some confusion in other communities due to companies bringing in shared scooters without providing local authorities with prior notice.

Engineer Purtle stated that East Carolina University currently has an agreement with Lime Bike sharing, but since Lime Bike is converting to scooters shortly, their contract with Lime Bike will be ending soon. He stated that Greenville had the highest rides per day in the world, comparing to other locations such as Melbourne, Australia and Seattle, Washington.

Engineer Purtle gave a summary of the City of Raleigh, City of Durham, and Town of Chapel Hill’s experiences with ride-sharing services. He stated that the City of Raleigh had a market of 1500 scooters before they were fully prepared and has since retroactively enacted regulations and put out an RFP for four providers. Requirements include measures that cap scooters at 500 per company, requires different methods of payment, and enforces parking regulations. Engineer Purtle stated that the City of Durham has an ordinance in place for “Shared Use Active Transportation” which has allowed a few companies to operate shared bicycle programs and prevented launches of shared scooter programs. He stated that Durham is waiting on state regulations before entering into agreements with shared scooter programs. Engineer Purtle stated the Town of Chapel Hill has taken a similar approach to bike sharing as Greenville, with the University of North Carolina – Chapel Hill operating the system while benefits and risks are evaluated. He stated that shared scooter programs were launched on the UNC-CH campus without prior knowledge. He stated that scooters were impounded and company owners were advised to retrieve their vehicles. The Town is considering regulations and waiting for definitive direction from State legislation.

Engineer Purtle stated the State is considering House Bill 77 which would define e-scooters and establish a requirement that local policies must comply with State statutes. Currently, the City of Greenville’s City Code prohibits riding bicycles on public sidewalks. Other



concerns identified across communities in the state include clutter on sidewalks, operational areas of use, safety of pedestrians, associated fees, access, and the use of safety apparatuses such as helmets and side mirrors. He stated that potential benefits include alternative transportation opportunities, equitable and cheaper means of mobility, ability to scale programs to suit community needs, reduction of congestion and parking needs, supports community place making and urban development and mobility, and creates economic opportunities.

The City Council requested information on House Bill 77 and its potential impact on local policies.

CLOSED SESSION

Council Member Bell moved to enter closed session in accordance with G.S. §143-318.11 (a)(1) 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 and G.S. §143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. Mayor Pro-Tem Glover seconded the motion, which passed by unanimous vote.

Mayor Connelly declared the City Council in Closed Session at 5:29 pm and called a brief recess to allow persons not involved in the closed session to depart.

Upon conclusion of the closed session discussion, motion was made by Council Member Smiley and seconded by Council Member Bell to return to open session. Motion was approved unanimously, and Mayor Smith returned the City Council to open session at 5:59 pm.

ADJOURNMENT



There being no further business before the City Council, motion was made by Council Member Bell and seconded by Council Member Smiley to adjourn the meeting. Motion carried unanimously. Mayor Connelly adjourned the meeting at 6:00 p.m.

Prepared by:
Valerie P. Shiuwegar
Administrative Assistant

Respectfully submitted,

A handwritten signature in cursive script that reads "Carol L Barwick".

Carol Barwick, CMC
City Clerk

PROPOSED MINUTES
CITY COUNCIL WORKSHOP
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, MAY 20, 2019



A workshop of the Greenville City Council was held on Monday, May 20, 2019, in Conference Room 337, located on the third floor at City Hall, with Mayor P.J. Connelly presiding. Mayor Connelly called the meeting to order at 4:00 p.m.

Those Present:

Mayor P.J. Connelly, Mayor Pro-Tem Rose Glover, Council Member Monica Daniels, Council Member Will Bell, Council Member Rick Smiley, Council Member William Litchfield, Jr., and Council Member Brian Meyerhoeffer, Jr.

Those Absent:

None.

Also Present:

City Manager Ann E. Wall, City Attorney Emanuel McGirt, Assistant City Manager Michael Cowin, Assistant City Manager Ken Graves, Administrative Assistant Valerie Shiuwegar

APPROVAL OF THE AGENDA

City Manager Wall stated that staff would like to present a brief video on the Arlington Boulevard Resurfacing Project if time allows at the end of the workshop. Council Member Bell made a motion to approve the agenda with the recommended addition. Council Member Daniels seconded the motion and it passed unanimously.

PITT-GREENVILLE AIRPORT UPDATE

Pitt-Greenville Airport (PGV) Director Bill Hopper provided an update on the PGV to the City Council. He stated that the Airport has gone through a rebranding process and is pursuing a small community development federal grant, noting that local community involvement is a key component of that grant. He stated that the PGV is actively working on securing a second airline and he would provide more details as they become available.

Touching on additional developments, Director Hopper stated that there is demand for the airport's hangar service and he noted that there is land north of the airport that they would like to develop. He stated that the PGV will be coordinating with Elizabeth State University (ESU) to host an event



to raise awareness and interest in training programs offered at ESU for pilots and aircraft mechanics.

The City Council expressed concerns with the reliability of the current air service. Director Hopper stated that some concerns would be alleviated with the addition of a second airline. He stated that he would seek additional methods to address reliability with the PGV's existing airline and address minor interior upgrades to the facility.

PRESENTATION ON UPTOWN DISTRICT SAFETY RECOMMENDATIONS

City Manager Ann Wall stated that the Uptown Safety Taskforce Committee had been formed in response to recent safety concerns in the Uptown area. The Committee members include: Assistant City Manager Ken Graves, Police Chief Mark Holtzman, Fire Marshall Bryant Beddard, Lead Planner Elizabeth Blount, Chief Building Inspector Les Everett, Community Development Director Thomas Barnett, Fire/Rescue Chief Eric Griffin, Code Enforcement Supervisor Carlton Dawson, Chief Planner Chantae Gooby, and Assistant Public Works Director Kevin Heifferon.

Assistant Manager Graves listed identified concerns:

- Disturbances at entertainment establishments
- Crowd management and loitering
- Queue lines
- Issues in parking lots/parking decks with assaults, weapons violations, fights, drinking, urination, and trash

The Committee suggests addressing concerns through various strategies including zoning techniques, partnerships with business owners and East Carolina University, policy reviews, fee assessments, and ordinance modifications. They provided the following recommendations to the City Council:

- Implement a charge for late-night parking
- Initiate an ambassador program
- Crowd management
- Partner with bar operators
- Modify the amplified sound ordinance
- Establish sidewalk encroachment agreements
- Provide additional bathroom services

Police Chief Mark Holtzman addressed parking changes. He stated that the downtown area is generally policed by a few officers until 11 p.m. He stated that the activity in the downtown area increases later in the evening, receiving thousands of visitors each night, requiring approximately



20 officers and additional City resources to adequately patrol the area. The Committee recommends implementing a parking fee beginning at 10 p.m. He stated that a parking fee would help recoup some of the costs associated with nighttime operations and create accountability, allowing authorities a method of tracking who is in the area. Patrons would have the option of paying through an app or parking station and would be required to enter their license plate numbers. He stated that the Committee further suggests a 2-hour parking limit for street parking and extending parking in lots and in the parking deck.

Chief Holtzman next addressed initiating an ambassador program. He stated that current patrols drive by parking lots consistently recognizing the potential for fights and other harmful activities in those areas. He stated that contracting security services for this proposed program would help support roaming patrols and increase visibility and security. He stated that in addition to a security presence, the ambassadors would be able to provide way-finding assistance, dining recommendations, and information about the area. He stated that the ambassadors would not be armed but would be provided with a means to stay in regular contact with the Police Department. The City can decide other details such as their work uniform and their work schedule.

Looking at crowd management, Chief Holtzman stated that the Committee recommends moving the ECU bus station from Reade Street to the Mendenhall bus stop. He stated that there are about 3,000 students that utilize the student transit system on the weekends. He stated that moving the bus stop from Reade Street would alleviate congestion at Reade & 5th and improve student safety. This would also allow a more efficient exit during downtown's closing time. He stated that the ECU Police Chief was also agreeable to moving the bus stop to Mendenhall.

Chief Holtzman discussed partnerships with bar and nightclub owners in the downtown area. He stated that there have been regular meetings with the owners to get feedback and listen to concerns. He stated that waiting lines for establishments are a cause of concern and there have been discussions regarding the possibility of sharing the costs of off-duty officers.

Presenting the proposal to modify the City's existing sound ordinance, Chief Holtzman stated that he recognized the increasing interest in large outdoor events for crowds numbering 500+. Currently the City's ordinance states that the City may mandate 1 security personnel per 50 people, but 1 per 100 has worked well. The Committee does not propose including a decibel rating, but does recommend focusing on working with event coordinators regarding the positioning of speakers and other similar details to ensure that the events are not a nuisance to neighborhoods. He stated that the Committee further recommends implementing an indoor amplified permit that would provide the City with notice about events and would require the same ratio of 1:100 of security that is required for outdoor events. He stated that this would help the City take a proactive approach to events that are held in recreational venues and other rented spaces.

Chief Holtzman listed the cost of Uptown Operations:

- \$50k+ in direct overtime for extra police



- Reassignment of 10+ officers from other duties to the Uptown area
- Additional parking enforcement staffing costs
- Lighting upgrades and controls
- Public safety cameras
- Public Works cleaning staff for streets, sidewalks, parking areas, and parking deck

Future costs include:

- Ambassadors for increased security and visibility at parking lots
- Police Substation near 5th & Cotanche
- Leasing additional pay stations for parking management

Chief Planner Chantae Gooby presented information about sidewalk encroachments to the City Council. She stated that encroachments allow business owners and property owners to upgrade and improve the exterior appearance on city-owned property. This private use of public spaces promotes an inviting and attractive downtown and allows for establishments to promote safety by giving them the authority to regulate loitering, giving them more control of queues and litter at entrances. She stated that staff would still be able to review these uses on a case-by-case basis like the outdoor dining process. She stated that ADA regulations require 4 ft. of unobstructed pathways for mobility. She stated that some areas present a challenge, such as Cotanche Street, with limited space.

Community Development Director Thomas Barnett spoke to the City Council about the possible creation of an overlay district in the downtown area. He stated that the creation of an overlay district would allow the City to make periodic inspections of different businesses in the district to seek greater compliance with regulations. He stated it would be an opportunity to look at various zoning changes to attract the desired development and businesses that the community would like to see in that area.

Assistant Public Works Director Kevin Heifferon stated that there is a need to provide temporary restroom facilities during peak times in the Uptown area. He stated the Committee has looked into providing trailers in the Hodges lot. Staff stated that there is a problem with club and bar patrons utilizing public spaces to relieve themselves. They stated that this is not a problem that is unique to the City of Greenville. The crowds have increased beyond what the original buildings were constructed to accommodate but there is not a way to make those buildings upgrade to today's standards.

Council Member Litchfield asked about steps to address loitering.

Staff stated that loitering regulations must be crafted very carefully because they can be contested. Staff will continue looking into options to curb loitering.



Assistant Manager Graves stated that staff is engaging with ECU, issuing an RFP for the Uptown Master Plan, and assessing the Uptown nighttime environment by CRI-TAC. He stated that the City will also be examining a study conducted by the University about bars in the downtown area. He stated that the next steps are to vet the legal ramifications of the recommendations and conduct public engagement meetings. He stated that two of those meetings are tentatively set for June 5th and June 20th.

City Manager Wall stated that Arlington Boulevard is set to undergo a major resurfacing that will temporarily impact traffic. The Public Information Office shared a video that outlined the project with a projected timeline and point of contact.

Public Information Officer Brock Letchworth stated that handouts would be delivered and the video would be shared and made available to the City Council to share as well.


Public Works Director Kevin Mulligan stated that NCDOT confirmed that the resurfacing project will begin next Tuesday, May 28.

The City Council requested that staff ensure that the project is well publicized to give citizens advance warning of the potential impact on traffic.

ADJOURNMENT

There being no further business before the City Council, motion was made by Council Member Bell and seconded by Council Member Glover to adjourn the meeting. Motion carried unanimously. Mayor Connolly adjourned the meeting at 5:40 p.m.

Prepared by:
Valerie P. Shiuwegar
Administrative Assistant

Respectfully submitted,

Carol Barwick, CMC
City Clerk

PROPOSED MINUTES
CITY COUNCIL WORKSHOP
CITY OF GREENVILLE, NORTH CAROLINA
MONDAY, JUNE 10, 2019



A workshop of the Greenville City Council was held on Monday, June 10, 2019, in Conference Room 337, located on the third floor at City Hall, with Mayor P.J. Connelly presiding. Mayor Connelly called the meeting to order at 4:00 p.m.

Those Present:

Mayor P.J. Connelly, Mayor Pro-Tem Rose Glover, Council Member Monica Daniels, Council Member Will Bell, Council Member Rick Smiley, Council Member William Litchfield, Jr., and Council Member Brian Meyerhoeffer, Jr.

Those Absent:

None.

Also Present:

City Manager Ann E. Wall, City Attorney Emanuel McGirt, Assistant City Manager Michael Cowin, Assistant City Manager Ken Graves, Administrative Assistant Valerie Shiuwegar

APPROVAL OF THE AGENDA

Council Member Smiley made a motion to approve the agenda as presented. Council Member Meyerhoeffer seconded the motion and it passed unanimously.

PITT COUNTY FARM AND FOOD COUNCIL PRESENTATION

Ms. Doris Connell, Coordinator of Pitt County Farm and Food Council, and Ms. Corina Rochere, Board Chair, presented information to the City Council about the Farm and Food Council. It was established in 2017 to address health and food insecurity issues in Pitt County as well as provide education and support farming agriculture. Based off of community feedback, the Board identified the ability to locate resources such as food pantries, hot meals, community gardens, and summer feeding programs as a key need. The Board worked to create a food finder app that will connect Pitt County residents to these food resources. The Council has been visiting municipalities in Pitt County to increase awareness of the app. They have also published the information on the County's website and pushed the information out to other agencies such as Pitt County Schools, the Department of Social Services, and the Pitt County Commissioners.



PRESENTATION ON PITT COUNTY PROPERTY REVALUATION

Mr. Sam Croom, Pitt County Tax Administrator, presented information to the City Council on the Pitt County Property Revaluation. He stated that the state mandates a property reappraisal at least every 8 years. Pitt County is on a four-year cycle. The updated values will take effect in January 2020. He stated that the aim of the process is to maintain a fair assessment, but the market transition can be a challenge. He stated that the appraisal is done in-house in Pitt County by staff certified by the State with years of experience. He stated that all real properties will be reappraised but this does not include personal property such as vehicles and boats, which are done on an annual basis. If an owner disagrees with their reappraisal, they can challenge the findings, but must bring documents and information for the appraisal office to consider. The matter may be escalated to the Property Tax Commission and Court of Appeals. Taxes will be due September 1, 2020 with new bills going out July 2020. An updated tax base will be available to municipalities February 2020 – April 2020. He noted that the value of the previous revaluation is typically included, and owners can request a history of their values from the Tax Office.

PRESENTATION ON PROPOSED MODIFICATION OF THE CITY'S AMPLIFIED SOUND ORDINANCE

Police Chief Mark Holtzman presented a follow-up on the proposed modifications to the amplified sound ordinance that was presented to the City Council at the May 2019 Workshop. Major changes to the current ordinance include:

- Removing the sound limit for large to events which will allow larger events with permit approval
- Requiring permits for establishments providing amplified entertainment
- Implementing security requirements if the location experiences certain criminal activity

Chief Holtzman stated that the current sound limits for residential and businesses will remain 60dB from 11 p.m. – 7 a.m. He stated that the current outdoor amplified sound limits with a permit to exceed will remain at 80 dB. He stated that the security ratio requirement for outdoor amplified permits would be adjusted from 1:50 to 1:100. He stated that staff recommends adding an amplified sound permit for large outdoor events with 500+ people. He stated that although there is not a decibel limit included, regulations would be approached through a health and safety standpoint to make sure that it is not a public nuisance. He stated that staff recommends adding a permit requirement for indoor amplified sound and requiring a ratio of licensed security or police officers at 1:100. He stated that this proposed provision would allow advance notice of events to the police department. He noted that the current ordinance does not have a security officer requirement. He stated that staff is recommending adding an additional security “if/then” requirement mandating establishments to maintain a security ratio of 1: 100 if those locations experience certain criminal



activity. He stated that the City would be able to define the criminal activity, the “if” factor, and determine the necessary security ratio.

The City Council stated that they would like to see the City elevate its current security training program to meet the required standard or opt out of the training altogether. They requested that staff consider whether this would be a broad standard for the City or if there would be different criteria for different districts.

Chief Holtzman stated that staff would draft language and bring it to the City Council for their consideration at the August 2019 meeting.

PRESENTATION ON PROPOSED REVISIONS TO ORDINANCE ENTITLED “SMOKING REGULATED IN MUNICIPAL BUILDINGS AND FACILITIES”, CITY CODE SECTION 12-1-13

City Attorney McGirt stated that the proposed revisions would prohibit smoking and e-cigarettes in City buildings and City vehicles, like buses and parks. It would also ban smoking on sidewalks in the Uptown area. He stated that the proposed revisions would require proper signage and would be enforced by oral and written notice. Fines could be issued up to \$50.00. He stated that staff recommends:

- Expand the City Code to ban smoking and e-cigarettes on City property including City parks and City vehicles.
- Consider banning smoking in all public places within the city (policy call)
- Find out if the Public Health Director will inquire into a County-wide rule banning smoking on all or certain public sidewalks and state why that addresses a health concern.

The City Council expressed support of banning smoking and e-cigarettes in City parks and in City vehicles. They requested additional information defining City property.

City Council Member Smiley made a motion to amend the agenda to add a presentation on the 2020 Census. Council Member Meyerhoeffer seconded the motion and it carried unanimously.

PRESENTATION ON THE 2020 UNITED STATES CENSUS

Chief Planner Chantae Gooby stated that the Census is an important process because of the impact that it has on local economics, representation, and planning. She stated that Greenville had a population of 93,137 for the 12th most populated city in North Carolina in 2018. She stated that a study conducted in 2015 reflected an economic impact in the State of \$1,623.00/person and the average person per household in Greenville was 2.3, totaling up to a gain of \$1 million per 267.9 households annually. She stated that the State demographer anticipates \$200 per person in State



funding annually. She stated that the State had gained 1 seat in the House of Representatives, increasing representation. She stated that the information gained from the Census is also valuable for development. She stated that census forms will go out on April 1, 2020 and Census workers will begin going out into the community starting May 2020 to catch any responses that were not received to present a final report to the President in December 2020.

Staff stated that the Census counts everyone that is a resident in the City as of April 1, including university students living in the city. Staff asked that the City Council help the City encourage the community to participate in the upcoming Census.

ADJOURNMENT

There being no further business before the City Council, motion was made by Council Member Bell and seconded by Council Member Daniels to adjourn the meeting. Motion carried unanimously. Mayor Connelly adjourned the meeting at 5:15 p.m.

Prepared by:
Valerie P. Shiuwegar
Administrative Assistant

Respectfully submitted,

Carol Barwick, CMC
City Clerk



City of Greenville, North Carolina

Meeting Date: 8/19/2019
Time: 6:00 PM

Title of Item: Application to receive funds from the Edward Byrne Memorial Justice Assistance Grant Program

Explanation: **Abstract:** The Greenville Police Department (GPD) has received notice that it is eligible to receive funds from the Edward Byrne Memorial Justice Assistance Grant Program. If approved, funds can be used to purchase equipment and supplement programming needs.

Explanation: The Bureau of Justice Assistance (BJA) annually awards agencies grant money for various needs. The BJA designates grants based on the size of a jurisdiction and crime rate. GPD has received notification that it is eligible to receive funds from the Edward Byrne Memorial Justice Assistance Grant program in the amount of \$30,956. GPD intends to utilize the funds as the City's portion of funding for the ShotSpotter program.

The grant requires a public hearing be held before the final application can be approved and funds distributed. It should be noted that this grant is being jointly awarded to the Pitt County Sheriff's Office; they will receive \$30,955. An interlocal agreement has been prepared between the City and County for distribution of these funds.

Fiscal Note: GPD has the potential to receive grant funding in the amount of \$30,956, with no City match required.

Recommendation: Staff recommends that City Council hold the required public hearing and authorize GPD to complete the application process for the Edward Byrne Memorial Justice Assistance Grant.



City of Greenville, North Carolina

Meeting Date: 8/19/2019
Time: 6:00 PM

Title of Item: West Greenville Community and Energy Efficiency Grants

Explanation: **Abstract:** City Council directed staff to design a process for a \$100,000 investment into West Greenville that will support youth development programs and energy efficiency for homeowners. The funding would be divided equally among the two programs, making \$50,000 available for each grant.

Explanation: City staff is proposing two grant program policies making available \$100,000 for West Greenville investment. The West Greenville Community Grant would afford up to \$5,000 to nonprofit and other civic organizations located within or benefiting youth residing in the West Greenville Redevelopment Area. Qualifying agencies would be eligible once per year as long as funding is available.

The West Greenville Energy Efficiency Program will make available up to \$10,000 for energy efficiency improvements for homeowners within the West Greenville Redevelopment Area that are up to 120% area median income (AMI). Existing energy efficiency funding is capped at 100% AMI and provided by GUC for homeowners citywide.

Fiscal Note: The West Greenville Community and Energy Efficiency Grants will make available a combined \$100,000. Youth development programs will be eligible for up to \$5,000 annually of the budgeted \$50,000. Energy efficiency improvements for homeowners up to 120% AMI can receive \$10,000 for repairs until the \$50,000 has been expended.

Recommendation: Staff recommends City Council approving the West Greenville Community and Energy Efficiency Programs.

ATTACHMENTS:

- ☐ West_Greenville_Community_Grant_111838**
- ☐ West_Greenville_Energy_Efficiency_Policy_1112171**



West Greenville Community Grant Guidelines

1.0 INTRODUCTION

Top priorities for the West Greenville Redevelopment Area include supporting nonprofits that provide housing assistance to special needs populations, provide youth services, and encourage entrepreneurship.

As such, the Greenville City Council has authorized the West Greenville Community Grant Program in order to support programs serving West Greenville youth. Awards up to \$5,000 will be available for eligible programs on a competitive basis.

Submissions will be accepted twice a year with due dates of **September 15** and **March 15**. Each agency is eligible for funding only once per year. Awards will typically be made within 90 days of submission. The availability of grant funds from year to year is based on continued authorization of the program by the Greenville City Council.

2.0 ELIGIBILITY

- 2.1 Applications are limited to existing or start-up nonprofits that are primarily located within, or serve residents of the West Greenville Redevelopment Area.
- 2.2 Submitting entities must be a non-profit agency registered with the North Carolina Secretary of State's Office or registered with another entity for regulatory oversight.

3.0 FUNDING

All or any portion of requested funding up to \$5,000 may be awarded to eligible applicants at the sole discretion of City Council in each grant cycle. West Greenville Community Grant funds are distributed as a one-time total sum of the award amount.

4.0 APPLICATION AND SELECTION

- 4.1 If a submitting application is found to be incomplete, the applicant will have 1 week to turn in all missing information. If all information is received, the applicant can proceed with the process. If information remains missing, the application will be rejected, and the applicant may resubmit during the next grant cycle.
- 4.2 Nonprofits will be required to submit three (3) letters of support/reference as part of the

application package.

- 4.3 Fully completed submissions turned in by the applicable deadline will receive an interview by a selection subcommittee made up of City staff. An interview with the selection committee is scheduled after the application has been submitted, and all criteria have been met. The interview is the final step in the application process. During this interview, selection committee members will share general comments about the application with the applicant.
- 4.4 Following the interview, a funding decision will be made by the subcommittee based on the application, interviews, and provided information.
- 4.5 All submitting entities will receive notification as to their status. If an applicant is missing information and does not receive an interview, they can reapply during the next cycle. Applicants that are selected for funding are unable to receive an award in two consecutive cycles.

5.0 DISBURSEMENT OF GRANT FUNDS

- 5.1 Those applicants selected for the West Greenville Community Grant award will be required to provide vendor information for the awarded agency within thirty (30) days.

EXAMPLE GRANT TIMELINE

TIME	ACTIVITY	NOTES
September 15	Due Date	Complete application due.
September 23-27	Interviews	Comments returned to applicant.
October 4	Award Announcement	Selection committee awards announced
November 4	Vendor information deadline	Applicant has 30 days to complete vendor registration for the awarded agency.

- 5.2 Applicants who are awarded the grant are asked to attend a City Council meeting within six (6) months to present their project accomplishments. Housing Division staff will assist with scheduling.

6.0 SCORING

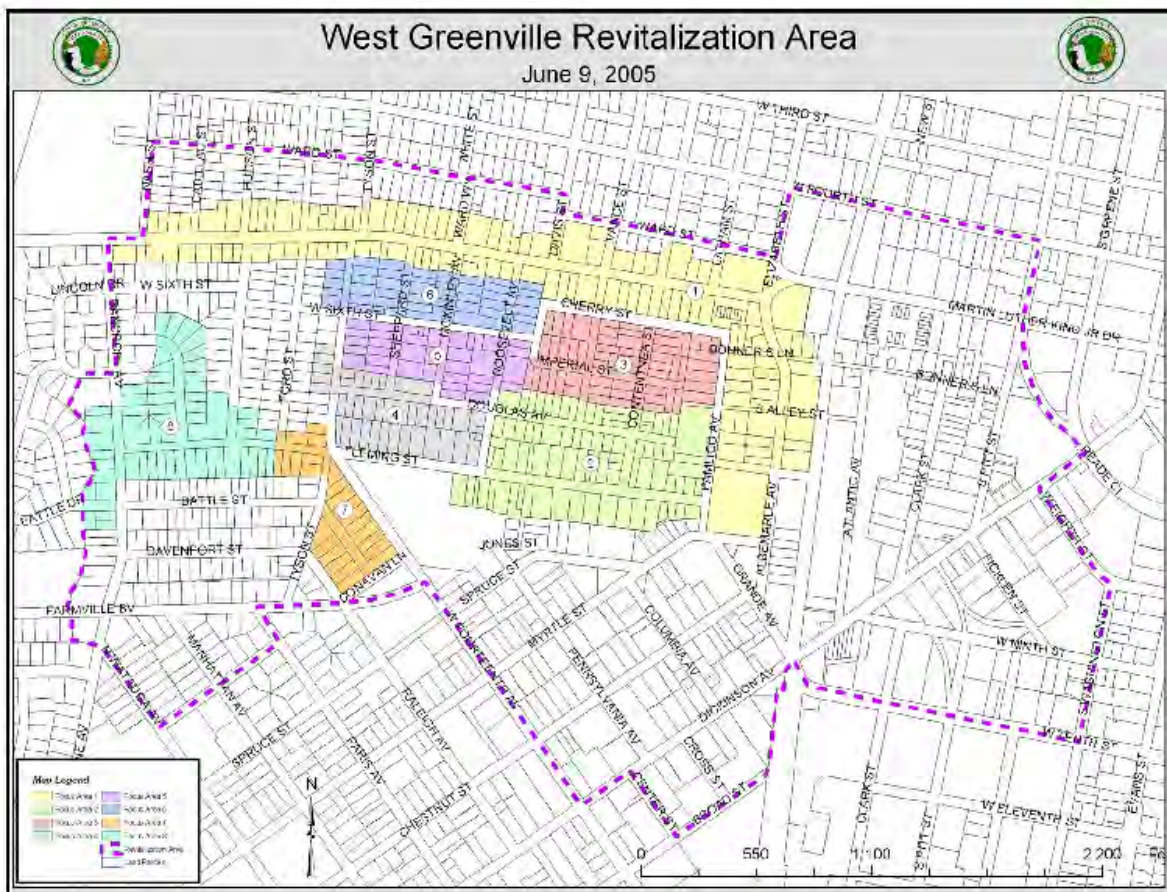
- 6.1 Scoring factors that will be taken into consideration by the subcommittee include:
 - **Program Objective** – Description of the target group to be served and program purpose
 - **Program Need** – Justification of the need for the services being provided
 - **Intended Outcome** – Quantified benefit to community, unit of service, total number to be served, etc.

- **Experience** - Applicant's level of experience with the specific program or service type as well as capacity of agency.
- **Community Support** - Three (3) letters of support or recommendation for the program.

For more information, please contact:

Tiana Berryman
 Housing Administrator
 252.329.4518
 P.O. Box 7207
 201 W. 5th Street
 Greenville, NC 27858
tberryman@greenvillenc.gov

Map of Approved Location:



West Greenville Community Grant Application

Please include a cover page identifying:

- A. Name of agency
- B. Agency address
- C. Contact phone numbers and email

Please clearly answer each item in detail:

- 1. Describe the specific activities/services that will be provided by the program.
- 2. Describe the program goals to be achieved and project the number of people that will benefit from those achievements.
- 3. Describe the need for funding for the program and how it would be utilized.
- 4. Describe the current and proposed beneficiaries of the program.
- 5. Describe the history of the program and experience of the staff.

Attachments

Please include:

- 1. Proof of legal structure or affiliation with a regulatory body
- 2. Annual budget
- 3. Three (3) letters of community support
- 4. Proof of location or beneficiaries within approved area

City of Greenville

Community Development Department,
Housing Division

Policy and Procedure Manual West Greenville Energy Efficiency Program



COMMUNITY DEVELOPMENT

Find yourself in good company

August 28, 2015
Doc # 1010838



TABLE OF CONTENTS

Introduction.....	3
General Program Policy	4
Greenville Utilities Energy Efficient Program	4
Glossary	15
Appendix	17

DRAFT

Introduction:

The City of Greenville Housing Division administers and monitors all projects funded by the Department of Housing and Urban Development using Community Development Block Grant (CDBG) and the Home Investment Partnership (HOME) Program. The Division also administers and monitors projects funded by the City developed to assist low-moderate income citizens. All programs offered have specific guidelines for their implementation as defined by the funding source.

Policy:

The purpose of this policy is to establish eligibility requirements necessary to qualify for the City of Greenville Energy Efficiency Program.

The City of Greenville will provide energy efficiency repair assistance to income eligible homeowners located within the corporate limits that meet the eligibility requirements set forth by this policy. Homes receiving assistance using these funds must meet minimum housing standards, and have an energy audit.

The City of Greenville provides assistance to homeowners without regard to race, color, national origin, religion, sex, familial status and disability (Title VIII of the Civil Rights Act of 1968-Fair Housing Act – 42 USC § 2000d) and age (Age Discrimination Act of 1975 – 42 USC § 6101).

Below is a list of some items that will be considered under the Energy Efficiency Program based on the energy audit:

- Insulate attic, exterior walls and crawl space
- Replace HVAC
- Replace exterior doors
- Install or replace storm doors
- Replace windows or install storm windows
- Replace water heater

Marketing of the WG-EE Program:

The WG-EEP will be marketed to West Greenville homeowners not exceeding 120% total annual median income, the Daily Reflector newspaper, cable access program and/or local radio.

West Greenville Energy Efficiency Program Procedures:

The purpose of this document is to discuss the guidelines and establish the necessary steps of the program as related to the West Greenville Energy Efficiency Program. Applications are reviewed on a first come first served basis. The City of Greenville cannot reserve funds for an applicant that delays the completion of the full application.

The City of Greenville has set aside \$50,000.00 to make energy efficiency repairs to owner occupied homes with a maximum household income of 120% of annual median income for the applicable household size under current HUD Income Limits. The program will have an emphasis on homeowners in West Greenville. The maximum eligible one-time cost is \$10,000.00 per unit. A glossary is provided to better explain certain terms and abbreviations.

Eligible Applicants:

To be eligible for WG-EEP assistance:

1. An applicant must hold **clear title** to the property. Heir properties with non-resident owners and Life Estates will be reviewed on a case-by-case basis.
2. An applicant must occupy the property as their primary residence.
3. An applicant must be current with the mortgage (if applicable), homeowners insurance, flood insurance (if applicable) and taxes.
4. An applicant must have no credit issues that will encumber the property.
5. An applicant must meet annual area median income requirements based on the current HUD income chart.

*Income as defined by HUD CDBG Regulations, Annual income as reported under the Part 5 (24 CFR 5.609.)

6. The property must not have any outstanding liens, judgments, encumbrances, taxes, or pending litigation involving the applicant.

Eligible Properties:

To be eligible for assistance, the property must meet the following conditions:

1. The property (single-family home, duplex, condominium or townhome) must be located within the West Greenville 45-Block Revitalization area.

2. The property must be inspected by City of Greenville Rehabilitation Specialist in conjunction with GUC Energy Services staff and determined to be suitable for energy efficiency. A property is considered unsuitable for energy efficiency if it is dilapidated or deteriorated beyond feasible economic repair or requires repairs that cannot be covered by one of the owner occupied rehabilitation programs.
3. The property must not be located within the right-of-way of any future street or highway, or other public improvements anticipated within the near future, as determined by the Department of Public Works.
4. The property must not be located within a flood hazard area as determined by the City Engineering Division without the presence of flood insurance.
5. The property must not be in violation of the adopted standards for land use and building density, as determined by the City of Greenville Zoning Administrator.
6. The property must not have any outstanding liens, judgments, encumbrances, taxes, or pending litigations involving the structure.
7. Must meet minimum property standards after rehabilitation.

Application Requirements:

1. Identification of all household members.
 - Picture identification for all members over the age of 18 and emancipated minors
 - Copy of Social Security Cards for all household members
 - If student, verification of attendance
2. Verification of income/assets - all household income must be verified. Submission of one or more of the following will be required for all members of the household:
 - IRS 1040 tax forms from previous three years for self employed
 - W-2 from previous year
 - Income statement from retirement, pension and social security
 - Income verification form from employer and copies of last three pay stubs
3. Credit Report - by signing homeowner's requirement form, the property owner(s) has/have given the City of Greenville the right to request a credit report from the Credit Bureau.
4. Verification of ownership to include the following:
 - Copy of deed
 - Verification of current city/county tax payment
 - Verification of mortgage being current
5. Copy of current homeowner's insurance policy.
6. Name and address of all heirs if heir property to discuss options. Life Estates will be considered on a case-by-case basis.

Application Process:

The applicant is referred to the Project Manager who conducts the following activities.

1. Provides program information to the applicant and discusses processing.

2. Prescreens applicant to determine eligibility including:
 - a. Location of property – is it within the West Greenville target area
 - b. Determination that household income does not exceed program limits (i.e. 120% of total annual median income for Greenville/Pitt County)
 - c. Screens for ownership, outstanding judgments, liens, current taxes, current mortgage, and sign a deed of trust, rehabilitation agreement, and promissory note
3. Complete program application.
4. Request supporting documentation from the applicant:
 - a. Third-party verification of household income for all adult members (household members over 18 years of age and emancipated minors)
 - b. Credit information including the request of a credit report.
 - c. Copy of deed or deed of trust to the property
 - d. Copy of a current city/county tax statement
 - e. Copy of current property/hazard insurance
 - f. Information on mortgage or other liens against the property
 - g. Copy of picture ID and Social Security card for all household members
5. Project Manager will authorize the conduction of a title search on the property by an attorney that has been procured by the Housing Division.
6. Project Manager will arrange for the Housing Rehabilitation Specialist along with GUC Energy Services to conduct an energy efficiency assessment and work write-up. The work write-up will estimate the cost of the needed energy efficiency improvements and shall constitute the basis for cost estimates, bids, and the determination of completion of the urgent repairs.
7. The Rehabilitation Specialist, prior to accepting bids, will prepare a cost estimate. The work write-up may be revised prior to bids by mutual consent of the property owner and the Housing Administrator or Project Manager or after the solicitation of bids by mutual consent of the property owner, contractor and the Housing Administrator or Project Manager. The Project Manager will prepare a budget for the home. The Housing Administrator and the Director of Community Development must approve the application and the budget prior to requesting bids from the contractors.

Housing Division Contractors that are interested in bidding must attend the scheduled pre-bid meeting. All non-housing division contractors must become eligible to place a bid prior to the bid opening date. No bids will be accepted from ineligible contractors or contractors not in attendance at the pre-bid. A project checklist will cover the following topics:

- a. Work write-up
- b. Access to the project site
- c. Special conditions or needs of the owner or contractor

- d. Contractor and owner responsibilities
- e. Community development rehabilitation handbook, a copy of which will be given to each eligible contractor

Bid Procedures - Procurement:

The City of Greenville is an equal opportunity employer. The City will use a competitive bid process for all work to be performed using these funds. Only contractors on the Housing Divisions approved list will be invited to the pre-bid meeting. Women and Minority owner firms are encouraged to apply to be on our approved contractors list. See Eligible Contracts section below for more details.

A pre-bid meeting will be held for contractors to see the project site and the work to be performed in person. The bid packages are only available at the pre-bid meeting. The contractors will be given 3-7 days to submit their sealed bids to the Loan Administrator or Housing Division Secretary by the designated date and time. Bids submitted late will not be opened. At the designated date and time, the Loan Administrator will open the sealed bids in front of witnesses; contractors are encouraged to be present. The bids are reviewed by the Rehabilitation Specialist with a recommendation to the Housing Administrator. The Housing Administrator will determine what contractor will be awarded the bid.

The cost estimate shall be used in determining whether the bids received are fair and reasonable. The lowest acceptable bid must be within 15% (high or low) of the Housing Rehabilitation Specialist's cost estimate. To prevent the potential of a conflict of interest contractors are not allowed to bid on the homes of family members. The Housing Division staff and the homeowner must approve the bid as part of the pre-construction conference. All bidders will be notified of the bid award.

Bids will be obtained only through a formal, competitive process with awards going to the lowest, most responsible and available bidder. However, if the lowest qualified bidder has the maximum number of jobs allowed, which is two (2), then the next lowest bidder may be considered and awarded the job(s) in order to facilitate timeliness in the program. The City of Greenville reserves the right to limit the number of contracts awarded to any contractor based on past performance. A \$1,500.00 bond will be held for contractors participating in the Housing Division housing rehabilitation programs. Liquidated damages in the amount of \$100.00 per day will be assessed on jobs that exceed the permitted time as specified within the contract and change orders.

Eligible Contractors:

Only contractors approved by the Housing Division of the Community Development Department shall perform work under this Program.

The Rehabilitation Specialist shall maintain a list of contractors for rehabilitation work. They also have the authority with the concurrence of the Housing Administrator to remove any contractor from the list who fails to comply with the following:

1. Liability and Workmen's Compensation (based on size of staff) insurance
2. Sufficient skill and experience (based on prior work)
3. Established credit with supply vendors or capable of establishing credit with supply vendors
4. Acceptable references as to satisfactory performance on similar projects

Construction:

All energy efficiency work shall be performed in accordance with the City of Greenville's General Specifications for Rehabilitation, the work write-up, duly authorized change orders, and State and Local building codes as applicable. A pre-construction conference will be held with the Rehabilitation Specialist, Contractor, Homeowner and Project Manager. At the preconstruction conference, the contract for work will be signed by the Rehabilitation Specialist, Contractor, Homeowner, and Project Manager.

During construction, the Rehabilitation Specialist will make daily visits to the project site to monitor the progress of the project and make inspections to ensure compliance with contract work specifications. The City Inspections Division, and/or the Housing Rehabilitation Specialist, will inspect periodically to ensure compliance with State and City Building Codes. The contractor is required to ensure that all permits (building, electrical, plumbing, and mechanical) are acquired prior to construction. The Housing Rehabilitation Specialist shall ensure that the contractor acquires all necessary permits and copies are maintained in the files.

Changes to the contracted work may become necessary during construction and will be negotiated by the Housing Rehabilitation Specialist, and approved by the Project Manger and Housing Administrator in accordance with program policies. Owners will be consulted concerning the changes and approve all change orders. Any and all change orders will require the signature of two City staff. If the change order cost causes the work to exceed the program maximum, including match funds from the City, an item in the original work write-up that has not been started may have to be deleted to stay within budget. If no item can be deleted then the homeowner will be asked to cover the short fall. Under no circumstance will a change order be executed until the Housing Administrator and Loan Administrator can verify that there are funds available to cover the change order. The contractor shall make no changes in the work, nor seek payment for changed or additional work, without prior issuance of an approved written change order.

The energy efficiency work shall be performed within an established time frame acceptable to both the owner and the Housing Division.

Upon completion of the work, the Rehabilitation Specialist and/or the City Inspections Division will perform a final inspection to insure that all work complies with contract documents and the

Building Codes. The owner should be present during the inspection and/or be consulted prior to contract closeout.

The contractor guarantees all work for a period of **one (1) year** from completion of the contract. During this warranty period, complaints concerning the work shall be referred in writing to the City of Greenville, Housing Division, P.O. Box 7207, Greenville, North Carolina 27835-7207. The written complaints will be placed in the file, and the Housing Rehabilitation Specialist will inspect the concerns. If the Housing Rehabilitation Specialist determines the concerns are the responsibility of the contractor, the contractor will be informed in writing of what is needed to correct the deficiencies. The warranty does not include normal wear, alterations or problems caused directly or indirectly by the homeowner.

It shall be the responsibility of the owner to maintain the property according to the Rehabilitation Standards and the Minimum Housing Code upon completion of rehabilitation. Failure to comply may result in the default and repayment of the loan.

Invoicing:

The work will have one payment at satisfactory completion of the work. The contractor shall submit an invoice to the Rehabilitation Specialist or Program Manager for payment. The Rehabilitation Specialist will inspect the project to insure that the work is completed and acceptable. Before processing, the request for payment will be signed by the Contractor, Home Owner, Rehabilitation Specialist, Project Manager, and Housing Administrator. **The contractor must also submit all required lien waivers, pest control certifications and other warranties.** The invoice will be submitted to the Loan Administrator for Purchase Order payment. The preferred payment schedule for the Energy Efficiency Program is listed below:

	Payment Amount
100% complete	100%

Project Closeout:

Once the work has been completed to meet building code, the Housing Rehabilitation Specialist will perform a final inspection and indicate in writing, the acceptance of the work performed. In addition, the Inspections Division shall perform a final inspection and issue a Certificate of Acceptance or Certificate of Occupancy, at which time the contractor will be paid.

Appeals, Complaints and Disputes

The homeowner has the right appeal a denial for assistance. The appeal must be in writing and the homeowner must provide new information. The homeowner must submit the request to the Project Manager. The Project Manager will prepare a timeline of events, submit the appeal letter and file to the Housing Administrator and Director of Community Development for review. The Housing Administrator and Director of Community Development will review the written appeal request and make a decision based on the requirements of the program. The Director of Community Development can request that the application be reconsidered after the new information is verified or the file be closed. In either case, the Director of Community Development will send a letter to the homeowner of his/her decision within 15 days of receipt of the appeal letter.

In the event of complaints or disputes about the work between the homeowner and contractor. The Rehabilitation Specialist and the Project Manager will mediate the concerns of both parties within the boundaries of the Scope of Work. If the complaints and disputes are deemed legitimate after conferring with the Housing Administrator, the Rehabilitation Specialist will be the first line of corrective action. If the issue is a conflict in personality, the Rehabilitation and the Project Manager will find a way for the two parties to work together to get the work completed or the work will be stopped and will not resume until all parties can reach an agreement.

This Policy and Procedure for the West Greenville Energy Efficiency Program is adopted this _____ day of August, 2019

**_____
Thomas Barnett, Director of Community Development**

**NORTH CAROLINA,
Pitt County.**

I, the undersigned, a Notary Public of the County and State aforesaid, certify that Thomas Barnett, Director of Community Development personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official stamp or seal, this _____ day of _____, 2019.

Notary Public: _____

My Commission expires: _____

GLOSSARY

CDBG - Community Development Block Grant (24 CFR 570).

CFR – Code of Federal Regulations.

Deferred Payment – Payments that are forgiven over a defined period of time.

Entitlement Community – An urban city with a population greater than 50,000 or an urban county with a population greater than 200,000.

Extreme Low Income - income less than or equal to 30% of median income adjusted for household.

Family - all persons living in the same household who are related by birth, marriage, or adoption.

Household - all persons who occupy a housing unit. The occupants may be a single family, one (1) person living alone, two (2) or more families living together, or any group of related or unrelated persons who share living arrangements.

Household Income – All income of all persons living in the home.

HUD – US Department of Housing and Urban Development.

Income – annual income as reported under Part 5 (24 CFR 5.609).

Median income - average income as determined for the metropolitan statistical area as determined by HUD.

Moderate Income – income equal to 50% of median income.

NCHFA - North Carolina Housing Finance Agency.

SHPO – State Historic Preservation Office.

Very Low Income – income less than or equal to 50% of median income adjusted for household size.

Very low- to moderate- income household - a household having income between 50% and 80% of the median area income as determined by HUD.

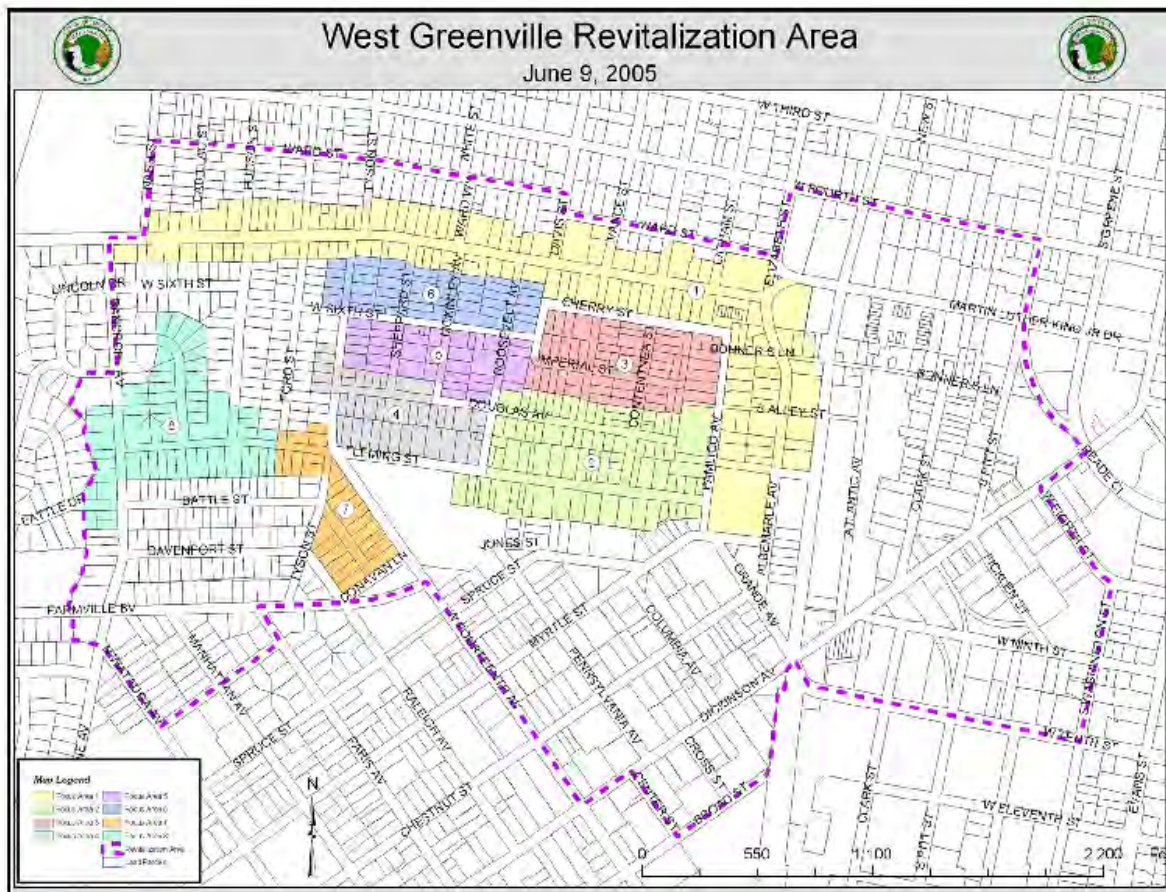
MAXIMUM QUALIFYING INCOME

Total household income is calculated by adding all the gross income for every person over the age of 17. The annual income is subject to change annually. The income chart below is based on the 2019 HUD income limits.

Household Size	1	2	3	4	5	6	7	8
120%	\$56,600	\$64,650	\$72,750	\$80,800	\$87,250	\$93,750	\$100,200	\$106,650

NOTE: HUD Part 5 Definition of Income
Effective 06/28/19

*Income limits are subject to change based on annually published HUD HOME Limits.





City of Greenville, North Carolina

Meeting Date: 8/19/2019
Time: 6:00 PM

Title of Item: Budget ordinance amendment #1 to the 2019-2020 City of Greenville budget (Ordinance #19-031), Capital Projects Funds (Ordinance #17-024), Greenways Capital Project Fund (Ordinance #12-007), Red Light Camera Program Fund (Ordinance #18-058), and Donations Fund (Ordinance #18-062)

Explanation: **Abstract:** This budget amendment is for City Council to review and approve proposed changes to the adopted 2019-2020 budget and other funds as identified. In addition, Fire/Rescue Station #7 is being established within the Fire/Rescue Capital Projects Fund.

Explanation: Attached for consideration at the August 19, 2019, City Council meeting is an ordinance amending the 2019-2020 City of Greenville budget (Ordinance #19-031).

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

<u>Item</u>	<u>Justification</u>	<u>Funds Amended</u>	<u>Net Adjustment</u>
A	To move capital expenses to corresponding departments as well as recognize transfers within the designated Capital Projects funds.	-General -PW Capital -R&P Capital	- 2,850,000 150,000
B	To move funds from Fire/Rescue to Police to cover IT-related expenses.	-General	-
C	To recognize donations received during FY 2019.	-Donations	77,399
D	To recognize funding received from NCDOT for supplemental agreement approved in February 2014. Also recognize additional funds received	-Greenways Capital	2,703,000 360,000

	from NCDOT and moving City match from Street Bond Fund.	-Street Imp Bond	
E	To recognize funds within Street Imp Bonds Capital Project for Arlington Improvements.	-Street Imp Bond	1,002,567
F	To recognize funds received within the Public Transportation fund for advertising and Greyhound Bus Tickets.	-Public Transportation	48,200
G	Adjust Sheppard Memorial Library budget to reflect County adjustment before their adopted ordinance.	-Sheppard Memorial Library	<38,655>
H	To set up capital project fund for Fire/Rescue Station #7.	-Fire/Rescue Capital	6,000,000
I	To recognize new funds received within the Red Light Camera Program fund.	-Red Light Camera Program	1,400,000
J	To appropriate grant revenue for the MPO study carryover	-General Fund	193,315

Fiscal Note:

The budget ordinance amendment affects the following funds:

	2019-20 Original Budget	2019-20 Budget per Amend #1	2019-20 Budget per Amend #1
<u>Fund Balance</u>			
General	\$ 85,687,681	\$ 193,315	\$ 85,880,996
Debt Service	5,559,881	-	5,559,881
Public Transportation (Transit)	3,288,032	48,200	3,328,434
Fleet Maintenance	4,561,394	-	4,561,394
Sanitation	7,895,860	-	7,895,860
Stormwater	7,368,459	-	7,368,459
Housing	1,733,500	-	1,733,500
Health Insurance	14,003,384	-	14,003,384
Vehicle Replacement	4,700,179	-	4,700,179
Facilities Improvement	1,280,000	-	1,280,000
Capital Reserve	390,000	-	390,000
Convention & Visitors Authority	1,599,082	-	1,599,082
Sheppard Memorial Library	2,554,619	<38,655>	2,515,964
Public Works Capital Projects	53,220,096	2,750,000	55,970,096
Rec & Parks Capital Projects	9,381,712	150,000	9,531,712
Fire/Rescue Capital Projects	-	6,000,000	6,000,000

Donations	203,288	77,399	280,687
Greenways Capital Project	2,983,857	2,703,000	5,686,857
Street Improvement Bond	15,850,000	1,002,567	16,852,567
Red Light Camera Program	-	1,400,000	1,400,000

Recommendation: Approve budget ordinance amendment #1 to the 2019-2020 City of Greenville budget (Ordinance #19-031), Capital Projects Funds (Ordinance #17-024), Greenways Capital Project Fund (Ordinance #12-007), Red Light Camera Program Fund (Ordinance #18-058), and Donations Fund (Ordinance #18-062).

ATTACHMENTS:

☐ **2020_Budget_Ordinance_Amend__1_1112500**

ORDINANCE NO. 19-
CITY OF GREENVILLE, NORTH CAROLINA
Ordinance (#1) Amending the 2019-20 Budget (Ordinance #19-031),
Capital Projects Funds (Ordinance #17-024), Greenways Capital Project Fund (Ordinance #12-007),
Red Light Camera Program Fund (Ordinance #18-058), and Donations Fund (Ordinance #18-062)

THE CITY COUNCIL OF THE CITY OF GREENVILLE, NORTH CAROLINA, DOES ORDAIN:

Section I: Estimated Revenues and Appropriations. General Fund, of Ordinance #19-031 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	2019-20 Original Budget	Budget Amendment #1				2019-20 Budget per Amend #1
		A.	B.	J.	Total Amend #1	
ESTIMATED REVENUES						
Property Tax	\$ 34,306,950	\$ -	\$ -	\$ -	\$ -	\$ 34,306,950
Sales Tax	20,404,423	-	-	-	-	20,404,423
Video Prog. & Telecom. Service Tax	869,544	-	-	-	-	869,544
Rental Vehicle Gross Receipts	165,181	-	-	-	-	165,181
Utilities Franchise Tax	7,100,000	-	-	-	-	7,100,000
Motor Vehicle Tax	1,568,863	-	-	-	-	1,568,863
Other Unrestricted Intergov't	895,982	-	-	-	-	895,982
Powell Bill	2,182,000	-	-	-	-	2,182,000
Restricted Intergov't Revenues	597,674	-	-	193,315	193,315	790,989
Licenses, Permits and Fees	4,433,229	-	-	-	-	4,433,229
Rescue Service Transport	3,205,109	-	-	-	-	3,205,109
Parking Violation Penalties, Leases,	247,302	-	-	-	-	247,302
Other Sales & Services	389,868	-	-	-	-	389,868
Other Revenues	864,187	-	-	-	-	864,187
Interest on Investments	850,000	-	-	-	-	850,000
Transfers In GUC	6,639,369	-	-	-	-	6,639,369
Appropriated Fund Balance	968,000	-	-	-	-	968,000
Total Revenues	\$ 85,687,681	\$ -	\$ -	\$ 193,315	\$ 193,315	\$ 85,880,996
APPROPRIATIONS						
Mayor/City Council	\$ 525,033	\$ -	\$ -	\$ -	\$ -	\$ 525,033
City Manager	2,302,683	-	-	-	-	2,302,683
City Clerk	284,263	-	-	-	-	284,263
City Attorney	531,965	-	-	-	-	531,965
Human Resources	2,883,262	-	-	-	-	2,883,262
Information Technology	3,216,356	-	-	-	-	3,216,356
Fire/Rescue	15,204,025	666,186	20,310	-	686,496	15,890,521
Financial Services	2,603,807	-	-	-	-	2,603,807
Recreation & Parks	7,345,457	32,589	-	-	32,589	7,378,046
Police	25,173,859	579,199	(20,310)	-	558,889	25,732,748
Public Works	10,189,970	519,928	-	193,315	713,243	10,903,213
Planning & Development	3,002,499	-	-	-	-	3,002,499
OPEB	700,000	-	-	-	-	700,000
Contingency	100,000	-	-	-	-	100,000
Indirect Cost Reimbursement	(1,950,887)	-	-	-	-	(1,950,887)
Capital Improvements	1,797,902	(1,797,902)	-	-	(1,797,902)	-
Total Appropriations	\$ 73,910,194	\$ -	\$ -	\$ 193,315	\$ 193,315	\$ 74,103,509
OTHER FINANCING SOURCES						
Transfers to Other Funds	\$ 11,777,487	\$ -	\$ -	\$ -	\$ -	\$ 11,777,487
Total Other Financing Sources	\$ 11,777,487	\$ -	\$ -	\$ -	\$ -	\$ 11,777,487
Total Approp & Other Fin Sources	\$ 85,687,681	\$ -	\$ -	\$ 193,315	\$ 193,315	\$ 85,880,996

Section II: Estimated Revenues and Appropriations. Recreation and Parks Capital Projects Fund, of Ordinance #17-024 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	2019-20 Revised Budget	A.	Total Amend #1	2019-20 Budget per Amend #1
ESTIMATED REVENUES				
Restricted Intergovernmental	\$ 1,550,124	\$ -	\$ -	\$ 1,550,124
Transfer from General Fund	3,383,152	120,000	120,000	3,503,152
Transfer from Debt Service	32,500	-	-	32,500
Transfer from Capital Reserve	2,122,153	-	-	2,122,153
Bond Proceeds	2,100,000	-	-	2,100,000
Transfer from CD Cap Project Fund	82,965	-	-	82,965
Transfer from FIP	44,818	-	-	44,818
Transfer from FEMA-Hurricane	66,000	-	-	66,000
Transfer from Public Works Capital	-	30,000	30,000	30,000
Total Revenues	<u>\$ 9,381,712</u>	<u>\$ 150,000</u>	<u>\$ 150,000</u>	<u>\$ 9,531,712</u>
APPROPRIATIONS				
South Greenville Reconstruction	\$ 3,499,500	\$ -	\$ -	\$ 3,499,500
Trillium Park Equipment Project	1,000,000	-	-	1,000,000
Town Common Renovations	1,446,965	-	-	1,446,965
Water Sports Facility Project	244,942	30,000	30,000	274,942
Westside Land Acquisition & Dev	368,453	-	-	368,453
Town Common Gateway	2,123,965	-	-	2,123,965
Tar River	486,632	-	-	486,632
Eastside Park	181,255	-	-	181,255
Thomas Foreman Press Box	30,000	-	-	30,000
Volleyball Courts	-	120,000	120,000	120,000
Total Appropriations	<u>\$ 9,381,712</u>	<u>\$ 150,000</u>	<u>\$ 150,000</u>	<u>\$ 9,531,712</u>

Section III: Estimated Revenues and Appropriations. Greenways Capital Project Fund, of Ordinance #12-007 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	2019-20 Revised Budget	D.	Total Amend #1	2019-20 Budget per Amend #1
ESTIMATED REVENUES				
Special Fed/State/Loc Grant	\$ 2,332,009	\$ 2,343,000	\$ 2,343,000	\$ 4,675,009
Transfer From General Fund	651,848	-	-	651,848
Transfer From Street Bond Fund	-	360,000	360,000	360,000
Total Revenues	<u>\$ 2,983,857</u>	<u>\$ 2,703,000</u>	<u>\$ 2,703,000</u>	<u>\$ 5,686,857</u>
APPROPRIATIONS				
Construction	\$ 2,403,034	\$ 2,703,000	\$ 2,703,000	\$ 5,106,034
Acquisition	175,000	-	-	175,000
Engineering	405,823	-	-	405,823
Total Appropriations	<u>\$ 2,983,857</u>	<u>\$ 2,703,000</u>	<u>\$ 2,703,000</u>	<u>\$ 5,686,857</u>

Section IV: Estimated Revenues and Appropriations. Public Works Capital Projects Fund, of Ordinance #17-024 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	2019-20 Revised Budget	A.	E.	Total Amend #1	2019-20 Budget per Amend #1
ESTIMATED REVENUES					
Occupancy Tax	\$ 118,000	\$ -	\$ -	\$ -	\$ 118,000
Transfers from Other Funds	15,863,918	2,750,000	-	2,750,000	18,613,918
Other Income	2,742,685	-	-	-	2,742,685
Spec Fed/State/Loc Grant	24,454,467	-	-	-	24,454,467
Spec Fed/State/Loc Grant	944,223	-	-	-	944,223
Bond Proceeds	9,096,803	-	-	-	9,096,803
Total Revenues	\$ 53,220,096	\$ 2,750,000	\$ -	\$ 2,750,000	\$ 55,970,096
APPROPRIATIONS					
Stantonsburg Rd./10th St Con Project	\$ 6,194,950	\$ -	\$ -	\$ -	\$ 6,194,950
Computerized Traffic Signal System	8,883,151	-	-	-	8,883,151
Thomas Langston Rd. Project	3,980,847	-	-	-	3,980,847
Sidewalk Development Project	1,616,301	-	-	-	1,616,301
GTAC Project	9,336,917	-	-	-	9,336,917
Energy Efficiency Project	777,600	-	-	-	777,600
King George Bridge Project	1,341,089	-	-	-	1,341,089
Energy Savings Equipment Project	2,591,373	-	-	-	2,591,373
Convention Center Expansion Project	4,718,000	-	-	-	4,718,000
Pedestrian Improvement Project	210,761	-	-	-	210,761
Street Lights & Cameras	1,276,225	250,000	-	250,000	1,526,225
F/R Station 3 Parking Lot	139,551	-	-	-	139,551
F/R Station 2 Bay Expansion	244,655	-	-	-	244,655
Parking Lot Enhancements	81,903	-	-	-	81,903
Street Improvements Project	10,285,372	2,500,000	(1,002,567)	1,497,433	11,782,805
Safe Routes to School	1,297,223	-	-	-	1,297,223
Imperial Demolition	244,178	(30,000)	-	(30,000)	214,178
Transfer to Street Improvement	-	-	1,002,567	1,002,567	1,002,567
Transfer to Recreation & Parks Capital	-	30,000	-	30,000	30,000
Total Appropriations	\$ 53,220,096	\$ 2,750,000	\$ -	\$ 2,750,000	\$ 55,970,096

Section V: Estimated Revenues and Appropriations. Street Improvement Bond Capital Project Fund, of Ordinance #17-024 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	2019-20 Revised Budget	D.	E.	Total Amend #1	2019-20 Budget per Amend #1
ESTIMATED REVENUES					
Bond Proceeds	\$ 15,850,000	\$ -	\$ -	\$ -	\$ 15,850,000
Transfer from PW Capital Projects	-	-	1,002,567	1,002,567	1,002,567
Total Revenues	\$ 15,850,000	\$ -	\$ 1,002,567	\$ 1,002,567	\$ 16,852,567
APPROPRIATIONS					
Other	\$ 5,600,000	\$ -	\$ -	\$ -	\$ 5,600,000
Bond Resurfacing	4,400,000	-	-	-	4,400,000
Arlington Improvements	-	-	1,152,567	1,152,567	1,152,567
Eastside Greenway	750,000	(360,000)	(150,000)	(510,000)	240,000
Stations Rd/10th Street Connector	1,750,000	-	-	-	1,750,000
Sidewalk	1,201,444	-	-	-	1,201,444
West 5th	1,950,000	-	-	-	1,950,000
Safe Routes to School	198,556	-	-	-	198,556
Transfer to Greenways Fund	-	360,000	-	360,000	360,000
Total Appropriations	\$ 15,850,000	\$ -	\$ 1,002,567	\$ 1,002,567	\$ 16,852,567

Section VI: Estimated Revenues and Appropriations. Donations Fund, of Ordinance #18-062 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	2019-20 Revised Budget	C.	Total Amend #1	2019-20 Budget per Amend #1
ESTIMATED REVENUES				
Restricted Intergov/Donations	\$ -	\$ 77,399	\$ 77,399	\$ 77,399
Transfer From General Fund	203,288	-	-	203,288
Total Revenues	\$ 203,288	\$ 77,399	77,399	\$ 280,687
APPROPRIATIONS				
Mayor & City Council	\$ 550	\$ -	\$ -	\$ 550
Financial Services	586	750	750	1,336
Police	6,928	18,595	18,595	25,523
Fire / Rescue	17,802	2,400	2,400	20,202
Community Development	2,188	1,082	1,082	3,270
Recreation & Parks	175,236	54,572	54,572	229,808
Total Appropriations	\$ 203,288	\$ 77,399	\$ 77,399	\$ 280,687

Section VII: Estimated Revenues and Appropriations. Public Transportation Fund, of Ordinance #19-031 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	2019-20 Original Budget	F.	Total Amend #1	2019-20 Budget per Amend #1
ESTIMATED REVENUES				
Operating Grant 2018-19	\$ 1,771,993	\$ -	\$ -	\$ 1,771,993
Planning Grant 2018-19	42,000	-	-	42,000
State Maintenance Asst Program	292,055	-	-	292,055
Advertising	-	11,000	11,000	11,000
Hammock Source	974	-	-	974
Pitt Community College Bus Fare	9,744	-	-	9,744
Greyhound Bus Tickes	23,257	37,200	37,200	60,457
Bus Fares	255,297	-	-	255,297
Bus Ticket Sales	108,149	-	-	108,149
Pitt County Bus Service	4,871	-	-	4,871
Transfer from General Fund	771,894	-	-	771,894
Appropriated Fund Balance	-	-	-	-
Total Revenues	\$ 3,280,234	\$ 48,200	\$ 48,200	\$ 3,328,434
APPROPRIATIONS				
Personnel	\$ 1,157,856	\$ -	\$ -	\$ 1,157,856
Operating	1,594,349	48,200	48,200	1,642,549
Capital Improvements	528,029	-	-	528,029
Transfer Out	-	-	-	-
Total Appropriations	\$ 3,280,234	\$ 48,200	\$ 48,200	\$ 3,328,434

Section VIII: Estimated Revenues and Appropriations. Sheppard Memorial Library Fund, of Ordinance #19-031 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	2019-20 Original Budget	G.	Total Amend #1	2019-20 Budget per Amend #1
ESTIMATED REVENUES				
City of Greenville	\$ 1,308,057	\$ -	\$ -	\$ 1,308,057
Pitt County	654,028	(40,209)	(40,209)	613,819
Pitt County - Bethel/Winterville	12,000	-	-	12,000
Town of Bethel	21,108	-	-	21,108
Town of Winterville	165,300	-	-	165,300
State Aid	197,262	(6,580)	(6,580)	190,682
Desk/Copier Receipts	112,500	-	-	112,500
Interest	1,500	1,000	1,000	2,500
Miscellaneous Income	32,000	-	-	32,000
Greenville Housing Authority	10,692	-	-	10,692
Transfer In from Fid Fund	-	-	-	-
Appropriated Fund Balance	40,172	7,134	7,134	47,306
Total Revenues	<u>\$ 2,554,619</u>	<u>\$ (38,655)</u>	<u>\$ (38,655)</u>	<u>\$ 2,515,964</u>
APPROPRIATIONS				
Personnel	\$ 1,710,960	\$ (53,355)	\$ (53,355)	\$ 1,657,605
Operations	820,967	26,700	26,700	847,667
Capital	12,000	(12,000)	(12,000)	-
Greenville Housing Authority	10,692	-	-	10,692
Total Appropriations	<u>\$ 2,554,619</u>	<u>\$ (38,655)</u>	<u>\$ (38,655)</u>	<u>\$ 2,515,964</u>

Section IX: Estimated Revenues and Appropriations. Fire/Rescue Capital Projects Fund, of Ordinance #17-024 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	2019-20 Revised Budget	H.	Total Amend #1	2019-20 Budget per Amend #1
ESTIMATED REVENUES				
Debt Proceeds	\$ -	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000
Total Revenues	\$ -	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000
APPROPRIATIONS				
Fire Station #7	\$ -	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000
Total Appropriations	<u>\$ -</u>	<u>\$ 6,000,000</u>	<u>\$ 6,000,000</u>	<u>\$ 6,000,000</u>

Section X: Estimated Revenues and Appropriations. Red Light Camera Program Fund, of Ordinance #18-058 is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

	<u>2019-20 Original Budget</u>	<u>I.</u>	<u>Total Amend #1</u>	<u>2019-20 Budget per Amend #1</u>
ESTIMATED REVENUES				
Red Light Citations	\$ -	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000
Total Revenues	<u>\$ -</u>	<u>\$ 1,400,000</u>	<u>\$ 1,400,000</u>	<u>\$ 1,400,000</u>
APPROPRIATIONS				
Operating	\$ -	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000
Capital Outlay	-	-	-	-
Total Appropriations	<u>\$ -</u>	<u>\$ 1,400,000</u>	<u>\$ 1,400,000</u>	<u>\$ 1,400,000</u>

Section XI: All ordinances and clauses of ordinances in conflict with this ordinance are hereby repealed:

Adopted this 19th day of August, 2019

P. J. Connelly, Mayor

ATTEST:

Carol L. Barwick, City Clerk