



# Agenda

## Greenville City Council

November 5, 2007  
6:00 PM  
City Council Chambers  
200 West Fifth Street

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### **I. Call Meeting To Order**

### **II. Invocation - Council Member Craft**

### **III. Pledge of Allegiance**

### **IV. Roll Call**

### **V. Approval of Agenda**

### **VI. Special Recognitions**

- United Way Campaign Report

### **VII. Consent Agenda**

1. Minutes for the October 8 and October 11, 2007 City Council meetings
2. Revision of Board and Commission Policy
3. Various tax refunds
4. First reading of an ordinance granting a limousine franchise to G-Vegas Limo Service to operate two limousines

### **VIII. New Business**

5. Presentations by Boards and Commissions

a. Redevelopment Commission

**IX. Review of November 8, 2007 City Council agenda**

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

**XI. City Manager's Report**

**XII. Adjournment**



# City of Greenville, North Carolina

Meeting Date: 11/5/2007  
Time: 6:00 PM

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**Title of Item:** Minutes for the October 8 and October 11, 2007 City Council meetings

**Explanation:** The October 8 and October 11, 2007 City Council minutes have been prepared and are ready for City Council consideration.

**Fiscal Note:** None

**Recommendation:** Approval of the October 8 and 11, 2007 City Council minutes

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[October 8 2007 City Council Minutes 721428](#)

[October 11 2007 City Council Minutes 722715](#)

## MINUTES PROPOSED FOR ADOPTION BY CITY COUNCIL

Greenville, NC  
October 8, 2007

The Greenville City Council met in a regular meeting on the above date at 6:00 PM in the City Council Chambers, third floor of City Hall, with Mayor Robert D. Parrott presiding. The meeting was called to order, followed by the invocation by Mayor Pro-Tem Council and the pledge of allegiance to the flag. The following were present.

Mayor Robert D. Parrott  
Mayor Pro-Tem Mildred A. Council  
Council Member Ray Craft  
Council Member Pat Dunn  
Council Member Rose H. Glover  
Council Member Chip Little  
Council Member Larry Spell  
Wayne Bowers, City Manager  
Patricia A. Sugg, Deputy City Clerk  
David A. Holec, City Attorney

### APPROVAL OF AGENDA

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

### CONSENT AGENDA - APPROVED

Motion was made by Mayor Pro-Tem Council and seconded by Council Member Craft to approve all the items under the consent agenda as listed below. Motion carried unanimously.

- (1) Minutes from the September 10 and 13, 2007 City Council meetings
- (2) Agreement for federal lobbying services with The Ferguson Group (Contract No. 1635)
- (3) Resolution authorizing a Law Enforcement Liaison Grant from the Governor's Highway Safety Program (Resolution No. 07-57)
- (4) Amendments to the City of Greenville, Greenville Area Transit Substance Abuse Policy
- (5) Contract award for the purchase of two transit buses
- (6) Resolution approving a municipal agreement with the North Carolina Department of Transportation for biannual bridge inspections (Resolution No. 07-58, Contract No. 1636)
- (7) Resolution approving a supplemental agreement with the North Carolina Department of Transportation for the Greene Street Bridge Relocation Project (Resolution No. 07-59 and Contract No. 1637)

- 8) Resolution accepting dedication of rights-of-way and easements for Taberna, Phase 2 - Section 1 (Resolution No. 07-60)
- 9) Preliminary engineering agreement with CSX Transportation for the Thomas Langston Road Extension Project (Contract No. 1638)
- 10) Resolution designating the Operations Manager with the authority to sign and execute all papers and documents in connection with mosquito control (Resolution No. 07-61)
- 11) Resolution exempting the Greenville Convention Center Improvements, Phase 1 Expansion of Exhibit Hall Project from the statutory procurement process and a contract award for architectural/engineering services for the project (Resolution No. 07-62, Contract No. 1639)
- 12) Water Capital Projects Budget Ordinance and Reimbursement Resolution for Greenville Utilities Commission's Water Resources Automated Meter Reading Project (Ordinance No. 128, Resolution No. 63)

- (13) Various tax refunds

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Perry King Burrows	Refund of City Taxes Paid	\$164.45
Glenwood Ray Edwards	Refund of City Taxes Paid	\$187.15
Linda K. Lowe	Refund of City Taxes Paid	\$112.62
WCKNG Construction Inc.	Refund of City Taxes Paid	\$149.07
Honda Lease Trust	Refund of City Taxes Paid	\$103.08
Paulo Sergio Gabrielli	Refund of City Taxes Paid	\$106.41
Belinda Perry Patterson	Refund of City Taxes Paid	\$148.33

- (14) Report on bids awarded

<u>Date Awarded</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
8/29/07	Rehab of Property at 514 Sheppard Street-Lizzie King	Robert Cunningham	\$50,000*

\*The original bid amount was \$44,305. A change order was issued to add an additional \$5,695.

OFFER BY PLACE ACQUISITION, LLC TO LEASE PROPERTY OWNED BY THE CITY OF GREENVILLE FOR THE USE AND BENEFIT OF GREENVILLE UTILITIES COMMISSION LOCATED WEST OF CHERRY HILL CEMETERY - APPROVED

Mr. Dave Holec, City Attorney, stated that this is an offer by Place Acquisition, LLC to lease property owned by the City of Greenville located west of Cherry Hill Cemetery. The property consists of approximately 4 acres and is for the use and benefit of Greenville Utilities Commission. Place Acquisition, LLC has offered to lease the property for a term of 40 years with three options to renew of 20 years each and at an annual payment of \$15,920 with an annual rental adjustment formula based upon the consumer price index. Place Acquisition, LLC desires to enter into the lease agreement for this property which will be used for surface parking. Place

Acquisition, LLC plans to construct a multi-story student housing facility on a site adjacent to this property. The Greenville Utilities Commission Board at their meeting in August authorized the General Manager to execute the lease agreement on behalf of Greenville Utilities Commission, subject to similar approval by City Council. City Council at its September 10, 2007 meeting approved a resolution which authorized the lease of this property by the negotiated offer, advertisement, and upset bid method with the offer of Place Acquisition, LLC to lease the property serving as the negotiated offer. On September 14, 2007 Place Acquisition, LLC submitted a deposit of \$31,840, and a Notice of the Offer and Request for Upset Bids was published on September 17, 2007. No upset bids were received by the deadline for submittal. Council now has authority to accept or reject the offer of Place Acquisition, LLC to lease the property.

Council Member Dunn stated that questions had been raised regarding environmental issues and asked if the issue of paving over the area and all the steps that go into the process will be addressed and approved by EPA.

City Attorney Holec replied that there is a State entity that oversees these issues. The project is subject to remediation, and Greenville Utilities is working closely with the governmental entity which monitors the process. The plans for paving have been submitted and approved, and the lease contains provisions to ensure that anything that is caused by Place's use of the property is the responsibility of Place as opposed to Greenville Utilities or the City.

Council Member Spell asked if any other process would have to be in place before the actual apartments are built or if the present zoning was sufficient.

Mr. Merrill Flood, Director of Community Development, replied that the property currently has the correct zoning and will go before the site review process for the review of plans. Once the property reaches the City's technical requirements it will be approved.

Council Member Spell asked if there would be public input before the project moved forward.

Mr. Flood replied that a public hearing would be required by the Board of Adjustment for land use intensity and would be held before the project is built.

Motion was made by Council Member Little and seconded by Council Member Craft to accept the offer of Place Acquisition, LLC to lease the property owned by the City of Greenville for the use and benefit of Greenville Utilities Commission located beside Cherry Hill Cemetery. Motion carried unanimously. (Contract No. 1641)

## PRESENTATION BY BOARDS AND COMMISSIONS

### Recreation and Parks Commission

Ms. Sue Aldridge, a member of the Recreation and Parks Commission, informed the City Council that the Recreation and Parks Department had made progress this year. Various facilities were developed, expanded and improved. The installation of the Fallen Soldier Monument at the Town Common was a project initiated by the Pitt County Veterans Council and

honors all American soldiers lost in combat throughout history. Also, at the Town Common, the Millennium Sundial Project was initiated by the Millennium Committee, and support was given from a variety of other contributors. Historical signage was also installed as well as new and more efficient economical lighting to replace the old and deteriorating system.

Improvements have also been made at Elm Street Park. Thanks to the efforts of David Vaughn Construction and countless other people and businesses, the ground breaking for the Sarah Vaughn Field of Dreams took place in late spring. The Greenville Little League initiated a project to install brick walls along the first and third base line on the baseball diamond at Elm Street Park. In addition to the baseline walls, a new stadium deck was created above the right field bleachers. Outfield flag poles were also purchased by the Little League and installed by the City. The Little League State Tournament was held in Greenville this past summer, and the tournament had a very positive impact on Greenville's economy.

Phase 1 of Red Oak now called the Andrew A. Best Freedom Park was completed earlier this year. Signage, playground equipment, a picnic shelter and restrooms were installed, and a meeting was recently held to discuss stage 2 which will include park fencing.

A new ramp and bleachers at Extreme Park were added this past year in order to provide opportunities for beginners to use the facility. At the City Pool an off season cover was purchased and installed, and a sun shade was added to provide protection from the sun for customers who want to relax on the deck.

A \$500,000 Park and Recreation Trust Fund granted last year allowed major renovations and improvements to the Aquatics and Fitness Center. The majority of the fitness equipment has been replaced, and a grand reopening is being planned.

Paramore Park on Fire Tower Road opened approximately one year ago with playground equipment, sunshade, picnic shelter and a parking area. Phase II of the park will begin next year with plans to include a tot lot and a walking trail. Renovations and improvement efforts at South Greenville Recreation Center were triggered when The Boys and Girls Club Operation built a new facility north of the river. Greenville's first "Off leash Dog Area" near Tar River Estates opened with a leash cutting on August 20. Also, lighting has been added to the driving range at Bradford Creek Golf Course enabling night use of the facility. Some of the City's tennis facilities were improved this year with courts being resurfaced at Jaycee Park, Evans Park, and Thomas Foreman Park. As part of the fund raiser for the Drew Steele Center, the Recreation and Parks Department received a \$15,000 contribution to begin efforts to address access to playgrounds in the City's parks. Pavement leading to playgrounds has been installed at Peppermint, Westhaven, South Greenville, and Thomas Foreman Parks. The Recreation and Parks Department continue efforts to assure that all facilities become accessible.

In the area of programs and services, practically all leagues, instructional playgrounds, open gyms and special events continued throughout the year with most experiencing growth. The most significant growth came in the youth sports programs. The City has continued providing support with a series of special events including the International Festival, the Memorial Day Observance, Sunday in the Park Concert Series and the Pitt County Special Olympics. Recreation and Parks has continued programs targeting seniors, wellness for all groups, nature

programs, youth and adult sports and services for those with special needs. The highlight of the Recreation and Parks Department Program this year was a new partnership with Greenville's Police Department. The Recreation and Parks Department has worked cooperatively with Police Chief Anderson and his staff to create a Summer Police Athletic Program which includes a variety of recreation and educational pursuits. This is designed to promote positive, healthy and beneficial experiences. It also gave youth the opportunity to interact with various police officers.

### PITT COUNTY LOCAL OPTION SALES TAX REFERENDUM

County Manager Scott Elliott informed the City Council that the referendum on the local option sales tax for education construction will go before the voters of Pitt County on November 6, 2007. Although this election is a municipal election, all precincts in the County will be open because of the question on the municipal ballot regarding the Pitt County Local Option Sales Tax Referendum.

County Manager Elliott informed the Council that the Pitt County Sales Tax for Education Construction will benefit Pitt Community College and the Pitt County Schools. The tax is for construction of new classrooms and it is the County's responsibility in terms of meeting the needs of both Pitt Community College and Pitt County Schools. The General Statutes specify categories of school costs that must be paid for with local (County) funds which include buildings, furniture, apparatus, sites and water and sewer facilities. This is not a State responsibility but a County responsibility, and it will take the voters' support to put this plan in place.

Local officials have been working towards this option for three years. The Board of Commissioners along with the House and Senate delegation have sought a local sales tax option to create a funding stream for education construction. All City and Town Boards within the County have voted during the past three years to support a sales tax earmarked for education.

A survey conducted in 2006 showed the citizens preferred a sales tax increase to a property tax increase. The ¼% sales tax will generate approximately \$5 million annually to be used for construction needs and would return the local sales tax from 6.75% to 7.00% as it was prior to January 2007. It would take a 5 1/2-cent property tax increase on all property owners to generate the same amount of money. A sales tax increase will allow the County to use its "regional hub" status to share the burden with the thousands of people that come to Pitt County daily. The visitors will pay the sales tax which helps offset the burden on the Pitt County property owners.

In terms of construction needs Pitt County has identified \$89 million in facility needs. There are 9,000 curriculum students and 11,800 continuing education students attending Pitt Community College. There has been a 15% increase in student enrollment over the past 5 years and classroom space is a top priority. Pitt Community College has ranked last in the NC Community College system in space per student for over 10 years.

Pitt County Schools have identified over \$180 million in facility needs. There are 22,600 students attending K-12 Pitt County Schools, and 146 temporary classrooms are currently in use across the County. Many schools are over capacity due to residential growth patterns within the County, and classroom space is a priority. Annual growth creates the need for a new facility



each year. The cost to build a “typical” school is \$13,000,000 for Elementary grades (K-5), \$16,000,000 for Middle (6-8), and \$40,000,000 for High School (9-12).

County Manager Elliott informed the Council that one of the questions that comes up when talking to groups is the lottery. The lottery proceeds can only be used for public K-12 construction projects. Pitt Community College does not receive any portion of this money for construction and the source of funding has not been stable to date. The State’s estimated funding for Pitt County Schools in the first year was \$3.4 million, but Pitt County Schools only received \$2.6 million. During the 2007 legislative session, the State changed the distribution method of these funds which will again decrease the funds Pitt County Schools will receive. Due to this instability, the limited proceeds will be combined with sales tax proceeds to meet the identified construction needs of the school system.

Mayor Pro-Tem Council asked if parents of the Pitt County schools had been made aware of the need for the tax increase on the ballot.

School Superintendent Beverly Reep replied that the PTAs were being used as the primary vehicles to make parents aware of the need for a sales tax increase.

Mayor Parrott asked what the other alternatives were if the sales tax did not pass.

County Manager Elliott replied that the first alternative would be to consider putting the tax increase back on the ballot either in the spring or at a later date or consider an ad valorem tax increase to meet some of the needs.

Council Member Dunn stated that the one question she heard frequently was that some schools have too many students and others do not have enough students.

School Superintendent Reep replied that as long as there were shifts in population where houses are being built the numbers will continue to be a problem. The administration is constantly looking at the best use of the schools’ facilities. Additional programming was added at Sadie Saulter School this year and has been very effective in increasing that school’s enrollment. Revisiting the year round school has also been suggested, but the question is will additional programming or a couple of year round schools as a choice attract people into places where there is more capacity. School Superintendent Reep further stated that the objective for 2008 is to take care of the overcrowding issues. The immediate issues in terms of space would be looking at problematic changes that could be made, particularly through choice for fall of 2008.

Mayor Parrott asked if there would be public input before decisions were made.

School Superintendent Reep replied that the school administration will be publicizing its recommendations regarding redistricting and inviting public input before the recommendations go back to the Board of Education for debate and decision making.

Council Member Glover asked if the school administration was looking at long term solutions to address these needs and if the County Commissioners were keeping up with the growth in the

County and the City. Normally there is a good idea of how many people will be in a development.

County Manager Elliott replied that long term planning started three years ago when the school administration asked for the one cent sales tax. That figure was compromised to a ½ cent at the House of Representatives and never made it to the Senate. This year the General Assembly decided that the entire state would give counties the option of a ¼ % sales tax or a land transfer option. At this time the school system feels that the \$60 million will address a lot of the need but not all of it.

Mayor Parrott reiterated that the Pitt County Schools are very important to the community as far as industrial growth, because industrial growth provides jobs to County citizens. If the county schools are not kept up to date and are not in good condition then the County is not providing the proper education, and the County will continue having problems getting industries and other businesses in the community. The Pitt County School System is very important and the City Council is very concerned about the needs and will do everything to help support the tax increase.

Council Member Craft asked if there were joint counties also seeking sales tax increases.

County Manager Elliott replied that there were approximately 13 different counties seeking a sales tax increase in the State.

#### PAINTED PIRATE PROJECT

City Manager Bowers stated that this is a request for the City Council to sponsor a painted pirate. The Greenville-Pitt County Chamber of Commerce and the East Carolina University Alumni Association are sponsoring a public art project similar to those that have been conducted in numerous other cities. The project involves community organizations sponsoring pirate statues that will be painted with different themes by local artists. The pirates will be displayed as public art for approximately one year and then will be unveiled in the spring of 2008 at the Pirate Fest and auctioned off to raise funds for the East Carolina University Alumni Association and the Fleming House restoration project. The cost of sponsoring a pirate is \$2,500.

Motion was made by Council Member Spell and seconded by Council Member Little to approve sponsoring a pirate. Motion carried unanimously.

#### REVIEW OF OCTOBER 11, 2007 CITY COUNCIL AGENDA

The Council did a cursory review of the items on the October 8, 2007 City Council Meeting agenda and reviewed the appointments to Boards and Commissions.

#### COMMENTS FROM MAYOR AND CITY COUNCIL MEMBERS

Council Member Spell informed the City Council that the Symphony of Hope will be giving a concert on October 12<sup>th</sup> at 8:00 at the Faith and Victory Church. The concert is performed by a group of area musicians in honor and in memory of cancer victims and survivors.

Mayor Pro-Tem Council stated that October is Breast Cancer Awareness Month and Panera Bread hosted a kick off ceremony on October 2, 2007. On Saturday, October 13, 2007 the North Carolina League of Municipalities will be sponsoring its 3<sup>rd</sup> Annual Youth Summit for high school students at the Crown Expo Center in Fayetteville, North Carolina, and the City of Greenville will be sending a group of 10 youth to this event. Mayor Pro-Tem Council also thanked everyone who was involved with the clean up on Howell and 5<sup>th</sup> Streets and the clean up of the Tar River.

Council Member Dunn thanked the Greenville Nuisance Abatement Team for organizing volunteers and police officers to help remove large debris on Howell and Fifth Streets. Ms. Dunn also thanked the volunteers and staff who helped with the clean up of graffiti in the area.

Council Member Glover informed the Council that she had attended the Human Development Steering Committee meeting in Nashville, Tennessee of which she is a member and the topic was on the importance of strengthening families. Council Member Glover stated that it is important for the City to continue to work with the school system to find other alternatives other than expelling children from school and putting them back on the street. Council Member Glover thanked Chief Anderson for the Pass Program that has continued to be a success.

Council Member Craft reminded everyone of the Crime Stopper Telethon this weekend.

#### CITY MANAGER'S REPORT

City Manager Bowers recommended canceling the October 22, 2007 City Council Meeting because of a conflict with the dedication of the Lucille Gorham Intergenerational Center.

Motion was made by Council Member Dunn and seconded by Council Member Glover to cancel the October 22, 2007 City Council meeting. Motion carried unanimously.

City Manager Bowers recommended that the November 19, 2007 meeting be the last meeting of the current City Council, the December 10, 2007 meeting be the swearing in of the newly elected Mayor and Council Members, and the Annual City Council Planning Session be held on January 26, 2007. City Manager Bowers asked the Council member to consider the meetings and vote on Thursday night.

#### ADJOURN

Motion was made by Mayor Pro-Tem Council and seconded by Council Member Craft to adjourn the meeting at 7:15 p.m. Motion carried unanimously.

Respectfully submitted,

Patricia A. Sugg, CMC  
Deputy City Clerk

## MINUTES PROPOSED FOR ADOPTION BY CITY COUNCIL

Greenville, NC  
October 11, 2007

The Greenville City Council met in a regular meeting on the above date at 7:00 PM in the City Council Chambers, third floor of City Hall, with Mayor Robert D. Parrott presiding. The meeting was called to order, followed by the invocation by Council Member Rose Glover and the pledge of allegiance to the flag. The following were present.

Mayor Robert D. Parrott  
Mayor Pro-Tem Mildred A. Council  
Council Member Ray Craft  
Council Member Pat Dunn  
Council Member Rose H. Glover  
Council Member Chip Little  
Council Member Larry Spell  
Wayne Bowers, City Manager  
Wanda T. Elks, City Clerk  
David A. Holec, City Attorney

### APPROVAL OF AGENDA

Motion was made by Mayor Pro-Tem Council and seconded by Council Member Glover to continue the requests by Ward Holdings, LLC to the November 8, 2007 meeting at the request of the petitioner. Motion carried unanimously.

Motion was made by Council Member Craft and seconded by Council Member Spell to approve the agenda as revised. Motion carried unanimously.

### SPECIAL RECOGNITIONS

Deputy Fire/Rescue Chief Sandy Harris informed the City Council about the latest educational efforts of the Fire/Rescue Department. Three regular shift employees of the department have begun a program to supplement school age programs that have been in place over the past several years. The three individuals are certified fire and safety educators that perform as fire safety clowns during Fire Prevention Week and at the request of community members, who usually perform for kindergarteners and first grade students. Last year, they performed for 1500 students. They have won two awards, one from Firehouse Magazine, a national magazine, for excellence in community service. These three fire safety clowns operate on a limited budget.

The fire safety clowns performed for the Council, who, in turn, thanked them for their service.

## APPOINTMENTS TO BOARDS AND COMMISSIONS

### Affordable Housing Loan Committee

Motion was made by Council Member Glover and seconded by Council Member Dunn to appoint Lovella Perkins as the Alternate Member to fill an unexpired term expiring February 2009 replacing James Tucker, who was elevated to a regular member. Motion carried unanimously.

### Pitt-Greenville Convention and Visitors Authority

Motion was made by Council Member Spell and seconded by Council Member Craft to recommend the appointment of Marian Blackburn for a first three-year term expiring July 2010 to fill the “resident not involved in tourist or convention-related business” county slot, replacing Angel Savage, who is ineligible for reappointment.

### Police Community Relations Committee

Mayor Pro-Tem Council announced the reappointment of Shante’ Leggette for a second two-year term expiring October 2009.

Council Member Craft asked that the appointment to the Police Community Relations Committee for District 4 be continued until November 2007.

Council Member Little announced the continuance of the replacement or reappointment for District 5 until November 2007.

### Public Transportation and Parking Commission

Motion was made by Mayor Pro-Tem Council and seconded by Council Member Little to appoint Lisa Faison-Simmons to fill an unexpired term expiring January 2010 replacing Ashley Fenner, who resigned, and to appoint Don Anderson to fill an unexpired term expiring January 2009 replacing Margaret Dixon, who did not meet the attendance requirements. Motion carried unanimously.

### Sheppard Memorial Library

Motion was made by Mayor Pro-Tem Council and seconded by Council Member Craft to reappoint Brian Cooper and Edna English for a second three-year term expiring October 2010. Motion carried unanimously.

ORDINANCE AMENDING FUTURE LAND USE PLAN MAP FOR AREA LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF GREENVILLE BOULEVARD AND FOURTEENTH STREET, ALONG GREENVILLE BOULEVARD, FROM AN "OFFICE/INSTITUTIONAL/MULTI-FAMILY" CATEGORY TO A "COMMERCIAL" CATEGORY – CONTINUED TO NOVEMBER 8, 2007

ORDINANCE REZONING WARD HOLDINGS, LLC PROPERTY LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF GREENVILLE BOULEVARD AND FOURTEENTH STREET FROM R9S [MEDIUM DENSITY] TO CH – CONTINUED TO NOVEMBER 8, 2007

ORDINANCE REZONING RANDY COLEY, DBA EAST COAST SALES PROPERTY LOCATED BETWEEN NORTH MEMORIAL DRIVE AND SEABOARD COASTLINE RAILROAD, SOUTH OF NORTH GREENE STREET AND NORTH OF WEST BELVOIR ROAD, FROM IU TO CH - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on October 1 and October 8, 2007 setting this time, date and place for a public hearing to consider a request by Randy Coley DBA East Coast Sales to rezone 0.99 acres located between North Memorial Drive and Seaboard Coastline Railroad, south of North Greene Street, and 2,050± feet north of West Belvoir Road from IU to CH. The Planning and Zoning Commission, at its September 18, 2007 meeting, voted to approve the request.

Ms. Chantae Gooby, Planner, delineated the property on a map and explained the request. The land use plan recommends commercial development. The property is outside the recognized industrial area, and the request is in compliance with the Comprehensive Plan.

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

Motion was made by Council Member Craft and seconded by Council Member Spell to adopt the ordinance rezoning 0.99 acres located between North Memorial Drive and Seaboard Coastline Railroad, south of North Greene Street and 2,050± feet north of West Belvoir Road from IU to CH. Motion carried unanimously. (Ordinance No. 07-129)

ORDINANCE REZONING KMRT PROPERTIES, LLC PROPERTY LOCATED NORTHEAST OF NC HIGHWAY 43, ADJACENT TO OAK HILL FARM AND OAK HILL EAST SUBDIVISIONS, AND SOUTH OF HERMAN GARRIS ROAD FROM RR (COUNTY'S JURISDICTION) TO R9S [MEDIUM DENSITY RESIDENTIAL] AND ORDINANCE REZONING REGGIE SPAIN CONSTRUCTION, LLC PROPERTY LOCATED ALONG THE EASTERN RIGHT-OF-WAY OF NC HIGHWAY 43, ADJACENT TO OAK HILL FARM AND OAK HILL EAST SUBDIVISIONS, AND SOUTH OF HERMAN GARRIS ROAD FROM RR (COUNTY'S JURISDICTION) TO R6 [HIGH-DENSITY MULTI-FAMILY] AND R9S [MEDIUM DENSITY RESIDENTIAL] - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on October 1 and October 8, 2007 setting this time, date and place for a public hearing

to consider both a request by KMRT Properties, LLC to rezone 25.892 acres located 850± feet northeast of NC Highway 43, adjacent to Oak Hill Farm and Oak Hill East Subdivisions, and 120± feet south of Herman Garris Road from RR (County's Jurisdiction) to R9S [Medium Density Residential] and a request by KMRT Properties, LLC to rezone 46.582 acres located along the eastern right-of-way of NC Highway 43, adjacent to Oak Hill Farm and Oak Hill East Subdivisions, and 600± feet south of Herman Garris Road from RR (County's Jurisdiction) to R6 [High-Density Multi-Family] and R9S [Medium Density Residential]. The Planning and Zoning Commission, at its September 18, 2007 meeting, voted to approve the requests.

Ms. Chantae Gooby, Planner, delineated the properties on a map and explained the requests. She stated that both requests are in compliance with the Comprehensive Plan.

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

Mr. Mike Baldwin stated that there will be traffic mitigation along NC 43. This was one of the first pieces of land that jumpstarted the Hardee Creek Outfall. Mr. Baldwin stated that sewer in that area will be an asset. Oakhill Subdivision and Oakhill Farm is buffered by the Tar-Pamlico riparian buffer, wetlands, and slopes that cannot be built on. There is plenty of buffer to protect the privacy of residents as well as the residents of Oakhill East.

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

Motion was made by Council Member Craft and seconded by Mayor Pro-Tem Council to adopt the ordinance rezoning 25.892 acres located 850± feet northeast of NC Highway 43, adjacent to Oak Hill Farm and Oak Hill East Subdivisions, and 120± feet south of Herman Garris Road from RR (County's Jurisdiction) to R9S [Medium Density Residential]). Motion carried unanimously. (Ordinance No. 07-130)

Motion was made by Council Member Craft and seconded by Council Member Glover to adopt the ordinance rezoning 46.582 acres located along the eastern right-of-way of NC Highway 43, adjacent to Oak Hill Farm and Oak Hill East Subdivisions, and 600± feet south of Herman Garris Road from RR (County's Jurisdiction) to R6 [High-Density Multi-Family] and R9S [Medium Density Residential]. Motion carried unanimously. (Ordinance No. 07-131)

ORDINANCE ANNEXING CBH PROPERTIES, LLC PROPERTY LOCATED EAST OF NC HIGHWAY 43 AND SOUTH OF HERMAN GARRIS ROAD - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on October 1, 2007 setting this time, date and place for a public hearing to consider a request by CBH Properties, LLC to annex 25.892 acres located east of NC Highway 43 and south of Herman Garris Road. This is a non-contiguous annexation.

Mr. Mike Dail, Planner, delineated the property on a map and stated that the property is located in Voting District 4. The property is currently vacant and the proposed use is the development of 50 single-family homes. The current population is 0 and the anticipated population at full development is 129 with 35 being minority.

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

Motion was made by Council Member Craft and seconded by Mayor Pro-Tem Council to adopt the ordinance annexing 25.892 acres located east of NC Highway 43 and south of Herman Garris Road. Motion carried unanimously. (Ordinance No. 07-132)

ORDINANCE ANNEXING REGGIE SPAIN CONSTRUCTION, LLC PROPERTY LOCATED EAST OF NC HIGHWAY 43 AND SOUTH OF HERMAN GARRIS ROAD - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on October 1, 2007 setting this time, date and place for a public hearing to consider a request by Reggie Spain Construction, LLC to annex 46.583 acres located east of NC Highway 43 and south of Herman Garris Road. This is a non-contiguous annexation.

Mr. Mike Dail, Planner, delineated the property on a map and stated that the property is located in Voting District 4. The property is currently vacant and the proposed use is the development of 60 single-family homes and 140 townhomes. The current population is 0 and the anticipated population at full development is 516 with 140 being minority.

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

Motion was made by Mayor Pro-Tem Council and seconded by Council Member Glover to adopt the ordinance annexing 46.583 acres located east of NC Highway 43 and south of Herman Garris Road. Motion carried unanimously. (Ordinance No. 07-133)

ORDINANCE ANNEXING SHENANDOAH INVESTMENT GROUP, LLC PROPERTY LOCATED NORTH OF FIRE TOWER ROAD AND WEST OF VICTORY LANE - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on October 1, 2007 setting this time, date and place for a public hearing to consider a request by Shenandoah Investment Group, LLC to annex 4.980 acres located north of Fire Tower Road and west of Victory Lane. This is a contiguous annexation.

Mr. Mike Dail, Planner, delineated the property on a map and stated that the property is located in Voting District 5. The property is currently vacant and the proposed use is the development of a gas station on this property. The current population is 0 and the anticipated population at full development is 0.

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



Motion was made by Council Member Little and seconded by Council Member Glover to adopt the ordinance annexing 4.980 acres located north of Fire Tower Road and west of Victory Lane. Motion carried unanimously. (Ordinance No. 07-134)

ORDINANCE REQUIRING REPAIR OR DEMOLITION AND REMOVAL OF DWELLING LOCATED AT 422 CADILLAC STREET - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on October 1 and October 8, 2007 setting this time, date and place for a public hearing to consider an ordinance requiring the repair or the demolition and removal of the dwelling located at 422 Cadillac Street.

Mr. Merrill Flood, Director of Planning and Community Development, stated that the structure located at 422 Cadillac Street has been vacated and closed for a period of at least six months pursuant to the enforcement of the Minimum Housing Code to repair or demolish and remove the dwelling. The ordinance provides that the owner has 90 days to repair or demolish and remove the dwelling and if the owner fails to accomplish this within 90 days, then the City will proceed with repairing or demolishing and removing the dwelling. The initial notice of violation was sent by certified mail on February 20, 1998 to the property owner informing the owner of the minimum housing violations cited by the Code Enforcement Officer and of the remedies necessary to bring the structure into compliance. Since that date, there have been five certified notices regarding minimum housing violations of the dwelling. Staff has attempted to work with the owner, but no repairs have been made. The most recent notice to the owner was sent on August 30, 2007, and it provided notice to the owner that the dwelling was considered as an abandoned structure. The dwelling has been vacated and closed for a period of at least six months. The utilities to the dwelling have been disconnected since January 29, 2007. The taxable value on the property as of January 8, 2007 is \$12,600, with a building value of \$10,220 and a land value of \$2,380. Taxes are current on the property. The estimated cost to repair the property is \$30,250.

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

Motion was made by Council Member Craft and seconded by Council Member Dunn to adopt the ordinance requiring the repair or the demolition and removal of the dwelling located at 422 Cadillac Street. Motion carried unanimously. (Ordinance No. 07-135)

ORDINANCE REQUIRING REPAIR OR DEMOLITION AND REMOVAL OF DWELLING LOCATED AT 1017 CHESTNUT STREET - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on October 1 and October 8, 2007 setting this time, date and place for a public hearing to consider an ordinance requiring the repair or the demolition and removal of the dwelling located at 1017 Chestnut Street.

Mr. Merrill Flood, Director of Planning and Community Development, stated that the dwelling at 1017 Chestnut Street has been vacated and closed for a period of at least six months pursuant to

the enforcement of the Minimum Housing Code to repair or demolish and remove the dwelling. The ordinance provides that the owner has 90 days to repair or demolish and remove the dwelling and if the owner fails to accomplish this within 90 days, then the City will proceed with repairing or demolishing and removing the dwelling. The initial notice of violation was sent by certified mail on June 2, 1999 to the property owner informing the owner of the minimum housing violations cited by the Code Enforcement Officer and of the remedies necessary to bring the structure into compliance. Since that date, there have been five certified notices regarding minimum housing violations of the dwelling. Staff has attempted to work with the owner, but no repairs have been made. The most recent notice to the owner was sent on August 30, 2007, and it provided notice to the owner that the dwelling was considered as an abandoned structure. The dwelling has been vacated and closed for a period of at least six months. The utilities to Unit A have been disconnected since August 9, 2004 and to Unit B since August 10, 2004. The tax value on the property as of January 8, 2007 is \$34,930, with a building value of \$28,240, and a land value of \$6,690. Property taxes are current. The estimated cost to repair the structure is \$67,350. No response has been received from the letters.

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

Motion was made by Council Member Craft and seconded by Council Member Dunn to adopt the ordinance requiring the repair or the demolition and removal of the dwelling located at 1017 Chestnut Street. Motion carried unanimously. (Ordinance No. 07-136)

ORDINANCE REQUIRING THE REPAIR OR THE DEMOLITION AND REMOVAL OF THE DWELLING LOCATED AT 901 WEST FOURTH STREET - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on October 1 and October 8, 2007 setting this time, date and place for a public hearing to consider an ordinance requiring the repair or the demolition and removal of the dwelling located at 901 West Fourth Street.

Ms. Merrill Flood, Director of Community Development, stated that the ordinance under consideration requires the owner of the dwelling at 901 West Fourth Street which has been vacated and closed for a period of at least six months pursuant to the enforcement of the Minimum Housing Code to repair or demolish and remove the dwelling. The ordinance provides that the owner has 90 days to repair or demolish and remove the dwelling and if the owner fails to accomplish this within 90 days, then the City will proceed with repairing or demolishing and removing the dwelling. The initial notice of violation was sent by certified mail on January 30, 1998 to the property owner informing the owner of the minimum housing violations cited by the Code Enforcement Officer and of the remedies necessary to bring the structure into compliance. Since that date, there have been seven certified mailings regarding minimum housing violations of the dwelling. Staff has attempted to work with the owner, but no repairs have been made. The most recent mailing to the owner was sent on August 30, 2007, and it provided notice to the owner that the dwelling was considered as an abandoned structure. The dwelling has been vacated and closed for a period of at least six months. The utilities to the dwelling have been disconnected since May 6, 2007 for unit A and since September 2007 for unit B. The taxable value on the property as of January 8, 2007 is \$34,930, with a building value of \$28,240 and a

land value of \$6,690. The estimated cost to repair the property is \$36,400, and property taxes are current. There are no notes about a contact with the property owner or no action to make repairs in the file.

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

Motion was made by Council Member Craft and seconded by Council Member Dunn to adopt the ordinance requiring the repair or the demolition and removal of the dwelling located at 901 West Fourth Street. Motion carried unanimously. (Ordinance No. 07-137)

#### Public Comment Period

Mr. Chris Mansfield, President of the Tar River Neighborhood Association, commended the City for offering the Homebuyer Assistance Program, stating that it is a strong step in the right direction. He was curious as to why no City employees had expressed interest when the prices of the houses in the area are varied, ranging from \$48,000 to \$259,000. The median value is \$130,000, so there are homes that fit the guidelines established by the City. He informed the Council that the Neighborhood Association has created a brochure that recruits people to live in the neighborhood. The brochure characterizes some of the features—charming well-built homes, bed and breakfasts, sidewalks, families, excellent schools that can be walked to, etc. Mr. Mansfield concluded by offering the assistance of the Tar River Neighborhood Association to market the neighborhood.

#### GREENVILLE URBAN AREA METROPOLITAN PLANNING ORGANIZATION 2007-2008 DRAFT TRANSPORTATION IMPROVEMENT PRIORITIES

Mr. David Brown, City Engineer, stated that the Greenville Urban Area Metropolitan Planning Organization (MPO) recently completed its Transportation Improvement Priorities public involvement process, giving citizens an opportunity to express their views on which areas of the transportation system need improvements. The public involvement process is the first step in developing the State Transportation Improvement Program (STIP) and the Greenville Urban Area Metropolitan Transportation Improvement Program (MTIP). Following the public involvement process, the Lead Planning Agency, the Public Works Department, developed a draft list of Transportation Improvement Priorities, which was later considered by the MPO's Technical Coordinating Committee. The draft Greenville Urban Area MPO 2007-2008 Transportation Improvement Priorities, as recommended by the TCC, is being presented to the governing boards of each local MPO member. The Transportation Advisory Committee (TAC) will formally consider the priority list and any comments by members of the governing boards during their October meeting. The transportation priorities as adopted by the TAC must be submitted to the North Carolina Department of Transportation by November 30, 2007. Mr. Brown highlighted the major projects from the priorities, which contained the following:

HIGHWAY IMPROVEMENTS

1. SOUTHWEST BYPASS - Construct a four-lane, median divided, limited access facility on new location from US-264 west of Greenville to NC-11 near Ayden with a bypass of Winterville (7.8 miles) (ID No. R-2250).
2. TENTH STREET CONNECTOR - Improve existing multi-lane, curb and gutter facility with sidewalk, bicycle, and landscaping improvements on Farmville Boulevard from Memorial Drive (NC-11/43/903) to Fourteenth Street; and new location multi-lane urban section facility from Fourteenth Street to Dickinson Avenue (SR-1598) at Tenth Street (SR-1598) with a grade separation at CSX Railroad (0.9 miles) (ID No. U-3315).
3. EVANS STREET AND OLD TAR ROAD (SR-1700) - Widen existing two/three-lane roadway to multi-lane urban section facility with sidewalk, bicycle, and landscaping improvements from Greenville Boulevard (US-264A) to Worthington Road/Cooper Street (SR-1711) (3.8 miles) (ID No. U-2817; programmed for planning and environmental studies only for the entire section).
4. NC 43 - Widen existing two-lane roadway to a four-lane divided facility from Memorial Drive (NC 11/US 13) to US 264 (2.5 miles) (ID No. U-5018).
- 5.\* GREENVILLE BOULEVARD (US 264A/NC-43) – Widen to six travel lanes and improve intersections from Memorial Drive (NC-11/903) to Charles Blvd. (2.3 miles).
- 6.\* FIRE TOWER ROAD PHASE II (SR-1708) - Construct a multi-lane urban section facility on new location with sidewalk, bicycle, and landscaping improvements from Memorial Drive (NC-11/903) to Forlines Road (1.6 miles) (ID No. U-3613).
- 7.\* MAIN STREET (SR-1133) - Reconstruct existing curb and gutter portion with sidewalk, landscaping, and bicycle improvements from NC-11 to the end of curb and gutter; widen existing two-lane roadway to a multi-lane urban section facility with sidewalk, landscaping, and bicycle improvements from the end of existing curb and gutter to the end of the existing pavement east of Old Tar Road (SR-1700).
- 8.\* NORTHEAST BYPASS INCLUDING THE US-264/NC-33 EAST CONNECTOR - Construct a four-lane, median divided, limited access facility on new location from US-264 Northwest Bypass to NC-33 East with a new bridge over the Tar River east of Greenville (9.2 miles) (ID No. U-3430).
- 9.\* FROG LEVEL ROAD (SR-1127) – Widen to meet tolerable lane width requirements and to serve as a connector between US 13/US 264A and NC-903.
10. NC-33 WEST - Widen roadway to a multi-lane rural section facility from US-264 in Greenville to US-64 southeast of Tarboro (17.9 miles) (ID No. R-3407).
- 11.\* FIRE TOWER ROAD PHASE III, EAST FIRE TOWER ROAD (SR-1725) FROM CHARLES BOULEVARD (NC-43) TO FOURTEENTH STREET EXTENSION (SR-

- 1704) - Widen existing two-lane roadway to a multi-lane urban section facility from Charles Boulevard (NC-43) to Fourteenth Street Extension (SR-1704) (0.6 miles).
- 12.\* FOURTEENTH STREET (SR-1704) - Widen existing two-lane roadway to a multi-lane urban section facility with intersection improvements from York Road to East Fire Tower Road (SR-1725) (0.9 miles).
- 13.\* FIRE TOWER ROAD PHASE IV, EAST FIRE TOWER ROAD (SR-1725) FROM FOURTEENTH STREET EXTENSION (SR- 1704) TO PORTERTOWN ROAD (SR 1726) AND PORTERTOWN ROAD - Widen existing two-lane roadways to multi-lane urban section facilities on East Fire Tower Road from Fourteenth Street Extension (SR-1704) to Portertown Road (SR-1726) (.75 miles), and Portertown Road from East Fire Tower Road (SR-1725) to just east of the railroad tracks (1.2 miles). Includes intersection improvements at East Fire Tower Road and Portertown Road to change the primary movement to East Fire Tower Road and the northern leg of Portertown Road.
- 14.\* CHARLES BOULEVARD (NC-43 South) – Widen existing two-lane and three-lane roadway to a multi-lane urban section facility including sidewalk, landscaping, and bicycle improvements from Bell’s Fork to Worthington Road (SR-1711) (3.0 miles).
- 15.\* ALLEN ROAD (SR-1203) - Widen existing two and three lane roadway to multi-lane urban section facility with sidewalk, bicycle, and landscaping improvements from Stantonsburg Road (SR-1200) to US-13/264A (2.3 miles).
- 16.\* IVY ROAD (SR-2241), TUCKER ROAD (SR-1759), AND AYDEN GOLF CLUB ROAD (SR-1723) - Widen to meet tolerable lane width requirements, including straightening and realigning intersections, to serve as a connector between NC-102, NC-43 South, and NC-33 East.
17. NEW COLLEGE HILL DRIVE - Construct a multi-lane urban section facility on new location from Fourteenth Street to College Hill Drive (0.3 miles) with link to Green Mill Run Greenway/Bicycle Path (ID No. U-3316).

#### LOCAL PROJECTS

1. THOMAS LANGSTON ROAD EXTENSION – Construct on new location a multi-lane urban section facility including sidewalk, landscaping, and bicycle improvements from Memorial Drive (NC-11/903) at Thomas Langston Road (SR-1134) to Evans Street Extension (SR-1700)(1.14 miles).
2. BROWNLEA DRIVE EXTENSION PHASE II – Construct primarily on new location a multi-lane urban section facility with sidewalk from Tenth Street to Fourteenth Street (0.8 miles).
3. BROWNLEA DRIVE EXTENSION PHASE III – Construct primarily on new location a multi-lane urban section facility with sidewalk from Sixth Street to Tenth Street (0.2 miles).

4. MAIN STREET EXTENSION - Construct new multi-lane urban section facility with sidewalk, landscaping, and bicycle improvements from end of roadway to Worthington Road (SR-1711).

#### BRIDGE REPLACEMENT IMPROVEMENTS

1. NC-102 BRIDGE NO. 53 - Replacement of an existing bridge over Swift Creek east of Ayden (ID No. B-4231).
2. MEMORIAL DRIVE (US 13/NC-11/903) OVER TAR RIVER BRIDGE NO. 38 - Replacement of existing bridges over the Tar River and overflow (ID No. B-4786).
3. MT. PLEASANT CHURCH ROAD (SR-1418) BRIDGE 171 - Replacement of an existing bridge over Johnson's Mill Run (ID No. B-4788).
4. STANTONSBURG ROAD (SR-1200) BRIDGE NO. 65 - Replacement of an existing bridge over Pinelog Branch (ID No. B-4233).
5. JACK JONES ROAD (SR-1715) BRIDGE NO. 29 - Replacement of an existing bridge over Fork Swamp (ID No. B-4603).
6. OLD RIVER ROAD (SR-1401) BRIDGE NO. 95 - Replacement of an existing bridge over Johnson's Mill Run (ID No. B-4787).
7. AYDEN GOLF CLUB ROAD (SR-1723) BRIDGE NO. 25 - Replacement of an existing bridge over east branch of Swift Creek east of Ayden (ID No. B-4237).
8. WEYERHAEUSER ROAD (SR-1900) BRIDGE NO. 154 - Replacement of an existing bridge over branch of Swift Creek (ID No. B-4791).
9. PORTERTOWN ROAD (SR-1726) BRIDGE NO. 219 - Replacement of an existing bridge over Hardee Creek, .2 miles east of King George Road (ID No. B-4238).
10. WORTHINGTON ROAD (SR-1711) BRIDGE NO. 28 - Replacement of an existing bridge over Fork Swamp (ID No. B-4602).
11. FISHPOND ROAD (SR-1214) BRIDGE NO. 64 - Replacement of an existing bridge over Pinelog Creek with culvert (ID No. B-4601).

RAILROAD CROSSING IMPROVEMENTS - In full support of railroad crossing improvements listed in the State TIP.

HIGHWAY SPOT SAFETY IMPROVEMENTS

- 1.\* NC-11/DAVENPORT FARM ROAD (SR-1128) INTERSECTION - Improve safety and capacity at this intersection in Winterville.
- 2.\* NC-11/THOMAS LANGSTON ROAD (SR-1134) INTERSECTION - Improve safety and capacity at this intersection in Greenville.
- 3.\* FIRE TOWER ROAD (SR-1708)/ARLINGTON BLVD AND COUNTY HOME ROAD (SR-1725) INTERSECTION - Improve safety and capacity at this intersection in Greenville.
- 4.\* OLD TAR ROAD/MAIN STREET INTERSECTION - Improve safety and capacity at this intersection; design and construct in anticipation of and accommodation of future widening on Old Tar Road (SR-1700) and Main Street (SR-1133) in Winterville.
5. COUNTY HOME ROAD (SR-1725) SAFETY IMPROVEMENTS - Improve safety on County Home Road from Bells Chapel Road to Wintergreen Intermediate School, including adding a continuous turn lane.
- 6.\* D.H. CONLEY HIGH SCHOOL SAFETY IMPROVEMENTS – Improve safety on Worthington Road (SR-1711) in front of D. H. Conley High School.
- 7.\* SOUTH CENTRAL HIGH SCHOOL AND CREEKSIDE ELEMENTARY SCHOOL SAFETY IMPROVEMENTS – Improve safety on Forlines Road (SR-1126) in the vicinity of these schools.
- 8.\* NC-11 SOUTH/OLD SNOW HILL ROAD (SR-1113) INTERSECTION - Improve safety and capacity at this intersection on the southwest side of Ayden.
- 9.\* NC-11 SOUTH/ELLIOT DIXON ROAD (SR-1154) INTERSECTION - Improve safety and capacity at this intersection south of Ayden.
- 10.\* FORLINES ROAD/FROG LEVEL ROAD - Improve safety and capacity at this intersection in Winterville.
- 11.\* NC 43/IVY ROAD - Improve safety and capacity at this intersection in Winterville.

BICYCLE/ENHANCEMENT PROJECTS

1. SOUTH TAR RIVER GREENWAY – Construct new bicycle path along south side of Tar River from Greenville Bridge over Town Creek to Green Mill Run Greenway (3.0 miles). (ID No. E-4702).
- 2.\* BIKEWAY SYSTEM IMPROVEMENTS – Signs, pavement markings, maps, and brochures to develop the short-term “Bikeway 2000” system.

- 3.\* GREEN MILL RUN GREENWAY PHASE II COMPLETION - Construct new bicycle path from Charles Boulevard to Hooker Road (1.0 miles).
- 4.\* PARKERS CREEK GREENWAY/BICYCLE PATH - Construct new bicycle path along Parkers Creek from SR-1579 (Staton Road) to River Park North (3.4 miles).

PUBLIC TRANSPORTATION

- 1. RELOCATION OF CSX RAIL SWITCHING STATION – Relocation of CSX switching station and track improvements on the Norfolk Southern and CSX systems (P-5000)
- 2.\* INTERMODAL TRANSPORTATION CENTER – Design and construct a multimodal transfer center for intercity buses, GREAT, ECU Student Transit, PATS, taxis, and possibly passenger rail (ID No. TD-4716).
- 3.\* PASSENGER RAIL SYSTEM (RALEIGH TO GREENVILLE) – Feasibility/planning study for passenger rail service from Raleigh to Greenville, as described in NCDOT’s 2001 North Carolina Rail Plan.
- 4. OPERATING, PLANNING AND CAPITAL ASSISTANCE - For Transit operations from 07-01-07 through 06-30-15.
- 5.\* TRANSIT CAPITAL ITEMS – Projects listed in 2007-2013 MTIP.

Mr. Brown explained the process for the two-year Transportation Improvement Program as follows:

Summer/Fall 2007	MPO conducts priorities public involvement and comment process
Summer/Fall 2007	MPO drafts MPO priorities list
Summer/Fall 2007	Draft list presented to local governing bodies
Fall 2007	MPO adopts final priorities list
Fall 2007	“Priority Session” meeting between MPO and NCDOT; NCDOT also holds public meetings throughout state
Winter 2007/2008	NCDOT announces Draft State TIP
Winter 2007/2008	MPO conducts STIP Public Involvement and Comment Process
Winter 2008	Draft STIP presented to local governing bodies



Winter/Spring 2008	TIP Session meeting between MPO and NCDOT
Summer 2008	State adopts final TIP
Summer 2008	MPO adopts final Metropolitan TIP

The consensus of the City Council was to endorse the Greenville Urban Area MPO 2007-2008 Transportation Improvement Priorities.

UPDATE ON CITY OF GREENVILLE EMPLOYEE HOMEBUYER INCENTIVE PROGRAM FOR UNIVERSITY AREA - APPROVED

Mr. Merrill Flood, Director of Community Development, reminded the Council that the Employer Homebuyer Incentive Program for the University Area was designed to provide assistance to City of Greenville employees interested in purchasing a home in the neighborhoods near the campus of East Carolina University. The Tar River Neighborhood Association and Collegeview/Coghill neighborhoods are the targeted areas where funds are available. Since the program was approved by City Council on April 13, 2006, the Housing Division has received three serious inquiries from City of Greenville employees. A no-interest forgivable loan of \$7,500 for down payment and closing cost assistance to purchase homes under \$200,000 is available. The program marketing strategy has included Citywide bulk e-mails, program information in employee paychecks, information at homebuyers' fair in City Hall, staff spending a half day at Public Works during CDBG Week, program information to department heads for staff, speaking at department staff meetings, and the City's webpage. The Housing Division has observed three obstacles to the program, including lack of housing under \$200,000, lack of income to support \$200,000 homes, and lack of interest in the target area by employees. Mr. Flood stated that at the last Council meeting where this issue was discussed, staff was charged to bring it back if there wasn't interest so that the Council could consider opening this up to citywide residents. Having no interest in the last six months, staff is bringing this back to the Council to consider opening it up to all city residents. Staff recommends, in keeping with City Council's direction, that the program be made available to all city residents who would purchase a home as their primary residence in the targeted areas.

Council Member Glover stated that there was a lot of discussion on this issue yesterday at the Affordable Housing Loan Committee, and it looked at the amount being offered. The Committee felt that instead of offering this to four people receiving \$7,500 each, it may need to be narrowed down to three at \$10,000 to give more money for the down payment, closing costs, repairs, etc. She thanked Dr. Mansfield for speaking on this issue. Some people feel that they cannot afford the repairs needed for the older homes.

Council Member Spell encouraged the staff to work with the Neighborhood Association as Dr. Mansfield suggested.

Council Member Little supported the idea of offering three \$10,000 forgivable loans and expanding the program to citywide.

Council Member Dunn asked if the City has the additional \$30,000 that was not used last year, which was the intent of the Council, and the City Manager indicated that he would check on that.

Council Member Glover stated that the City had asked the University to match the money the City offers, which has not been done. That would make the program even better.

Council Member Spell stated that he had spoken with Provost Marilyn Sheerer about this about a year ago, and she indicated that there were some issues about spending State money for this. He is currently talking about homeowner issues with faculty and staff. The other colleges that have donated to similar programs are private. He asked the City Manager to get back with the Council on the amount of money that is available for the program, whether it be \$30,000 or \$60,000.

Council Member Dunn asked the price of the homes available now, and Mr. Mansfield indicated that he did not know the timeframe on the listing that he had; however, the prices ranged from \$48,500 to \$254,000. The median was \$130,000, and the average was \$136,000.

Council Members Dunn and Glover stated that the City might want to make some variation in the amount of forgivable loan that is made.

Mr. Mansfield informed the Council that he met with some people at the Self Help Credit Union who indicated that they are willing to leverage some money. Also, if people are interested in buying a house that would qualify for historic preservation, those tax credits still exist.

Council Member Little asked what kind of marketing has been done to make interested buyers aware of tax credit options, etc. He suggested that it may be helpful for the Homeowners Association to make them aware of what they are doing.

Mr. Mansfield stated that every year faculty comes in, and he lines them up with realtors who do not show the neighborhood. They need to change the perception on the part of the realtors. They have to put together a comprehensive strategy. What the Council is talking about could really help. The University doesn't have to do it the same way.

City Manager Bowers stated that the University is working with some banks that might offer some reduced loans.

Motion was made by Council Member Dunn and seconded by Council Member Spell to expand the "Homebuyer Incentive Program for the University Area" to allow City of Greenville residents to participate in the program. Motion carried unanimously.

Motion was made by Council Member Spell and seconded by Council Member Glover to give staff the flexibility to go up to \$10,000 on each loan and let them take it on a case-by-case basis as staff sees fit. Motion carried unanimously.

BUDGET ORDINANCE AMENDMENT #3 TO 2007-2008 CITY OF GREENVILLE  
BUDGET AND ORDINANCE ESTABLISHING CAPITAL PROJECT BUDGET FOR  
CONVENTION CENTER EXPANSION PROJECT - ADOPTED

Motion was made by Council Member Little and seconded by Council Member Craft to approve budget ordinance amendment #3 to the 2007-2008 City of Greenville budget and the ordinance establishing the capital project budget for the Convention Center Expansion Project. Motion carried unanimously. (Ordinance Nos. 07-138 and 07-139)

COMMENTS FROM MAYOR AND CITY COUNCIL

Council Member Craft encouraged everyone to participate and get involved in the Crimestoppers telethon that is being held this weekend.

Council Member Spell reminded everyone about the Symphony of Hope Concert being held tomorrow at 8:00 p.m. at Faith and Victory Church. This is a concert where local musicians play in honor or memory of a cancer victim or survivor.

Council Member Dunn thanked the fire clowns for their work and stated that she enjoyed seeing them.

Council Member Glover invited everyone to participate in the dedication of the Lucille Gorham Intergenerational Center to be held on October 22, 2007 at 6:00 p.m. Mrs. Gorham is an icon in the community and she continues to be everyone's mother. The Center is not large enough for the event, so it is being held at City Hall.

CITY MANAGER'S REPORT

Chief Anderson stated that the Police Department is very aware of and very concerned about the recent string of armed robberies and strong-armed robberies. Proactive measures have been taken, including the implementation of a task force within the Investigations Bureau, increasing patrols, and implementing tactics. Since May, the Police Department has made close to 50 arrests for robberies, with 12 of those being of juveniles. From the community's perspective, the citizens' safety is a number one priority, and the Department is on top of the armed robberies and strong-armed robberies.

Council Member Glover commended the Chief on the good job being done by the department. The Chief has a good presence in the community. She thanked him for the programs, community policing strategies, etc.

Council Member Spell stated that he went to the North Carolina League of Municipalities about a year ago and talked about problems with the backlog in the court system and people getting out of the system sooner than they need to. He asked if there is anything that can be done on that end. The Chief is doing an excellent job of catching people, but they are getting back on the streets.

Council Member Glover stated that the best thing they can do is lobby legislators. The problem they are dealing with is structured sentencing. That is not a good way to do sentencing for people who have done crimes. Lobbying the legislators for that may need to be one of the Council priorities.

City Manager Bowers stated that one of the Council goals was to have a joint meeting between the City Council and the East Carolina University Student Government Association. Keri Brockett, the President of the Student Government Association, is working on dates. He suggested having the meeting on October 30, November 1 or November 7 at 5:30 or 6:00.

City Manager Bowers recommended that the November 19 meeting be the last meeting of the current City Council, December 10 be the swearing in of the new City Council; and January 26 be the City Council Planning Session.

Motion was made by Council Member Spell and seconded by Mayor Pro-Tem Council that the November 19 meeting be the last meeting of the current City Council, December 10 be the swearing in of the new City Council; and January 26 be the City Council Planning Session. Motion carried unanimously.

City Manager Bowers stated that the kick-off for the Caring Is Sharing Food Drive will be held on November 5, 2007, from 11:00 until 2:00. Bag lunches will be sold. The Council and all citizens are invited to attend the kickoff.

#### ADJOURN

Motion was made by Council Member Craft and seconded by Council Member Spell to adjourn the meeting at 8:20 p.m. Motion carried unanimously.

Respectfully submitted,

Wanda T. Elks, MMC  
City Clerk



# City of Greenville, North Carolina

Meeting Date: 11/5/2007  
Time: 6:00 PM

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**Title of Item:** Revision of Board and Commission Policy

**Explanation:** In a previous amendment to the Board and Commission Policy, the City Council eliminated the required one-year waiting period between serving on boards. Upon approval by Council, that requirement was deleted from one portion of the Policy but was not deleted from the "Serving on Two Boards Simultaneously" portion.

**Fiscal Note:** None

**Recommendation:** Amend the "Serving on Two Boards Simultaneously" portion of the City Code by deleting the sentence, "Also, if an individual ceases to be a member of one of the boards or commissions for any reason, he or she shall be ineligible to serve on another board or commission for a period of one year."

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[Proposed Revised Board and Commission Policy for November 8 Meeting\\_726132](#)

## BOARD AND COMMISSION POLICY FOR THE CITY OF GREENVILLE

Having citizens to serve on boards and commissions gives them an opportunity to participate in local government. In order to maintain some consistency, a policy has been adopted to aid in the appointment process and in other areas dealing with the boards and commissions. In order to provide all citizens of Greenville with an opportunity to serve on City boards and commissions, this board and commission policy is being established.

### Talent Bank

A pool of applicants for the various boards and commissions, called the talent bank, shall be maintained by the City Clerk's Office. This talent bank shall be updated on a biennial basis. Solicitation of applications for this pool of applicants shall be done through such methods as advertising in local newspapers, the City website and the government access channel.

### Appointments

City Council Members shall be notified of upcoming appointments to City boards and commissions by the first day of the month preceding the month in which the appointment is to be made. A list of persons who have indicated an interest in serving on the board or commission through the talent bank shall also be provided to the City Council.

The list of upcoming appointments shall be advertised in the local newspaper, on the government access channel and on the City's website at least four weeks prior to the meeting at which the appointment is to be made in order to provide citizens with an opportunity to indicate their interest in serving.

Prior to the 15th day of the month preceding the month in which the appointment is to be made, City Council Members shall submit any nominations for upcoming vacancies to the City Council liaison to the board or commission. City Council liaisons shall be provided a copy of resumes from citizens for upcoming appointments as they are received by the City Clerk's Office.

During review of nominations for upcoming appointments, City Council liaisons may request the City Clerk's assistance in obtaining the nominees' addresses and any pertinent background information. The City Council liaison shall contact the individual to discuss the applicant's interest in the board and his/her ability to attend the meetings in accordance with this policy.

Several of the boards and commissions have representation from other entities. Also, criteria for the membership is noted in the by-laws or ordinance creating many of the boards and commissions. The criteria and/or appointment process are detailed below.

Affordable Housing Loan Committee. The committee shall have seven regular members and one alternate member. It shall be racially diverse and composed of persons with experience and an interest in housing. The members may be of the following professions: banker, lawyer, realtor, member of the building profession or developer, member of a social service organization, and a member of a local housing group.

Board of Adjustment. The board shall consist of seven regular members and four alternate members. Five of the regular members and three alternate members shall reside within the corporate limits of the City of Greenville at the time of their appointment and shall be appointed by the City Council. Two of the regular members and one alternate member shall reside outside of the corporate limits of the city but within the extraterritorial jurisdiction at the time of their appointment and shall be appointed by the Board of Commissioners. City members shall be appointed by the City Council in accordance with this policy and the City Clerk's Office shall send the appointment letters for those members. The County Commissioners shall appoint county candidates and the appointment letter shall be sent from the County Clerk's Office for those appointments. A copy of the appointment letter shall be sent to the City Clerk's Office, at which time the City records shall be updated.

Community Appearance Commission. The commission shall consist of 15 members, all of whom shall be citizens and residents of the city.

Environmental Advisory Commission. The commission shall have seven members that are designated as follows: (A) a lawyer; (B) a building contractor, land developer, or someone familiar with construction techniques; (C) a member of a local environmental group; (D) a professor of the natural or physical sciences (E) a professional engineer; (F) an at-large member from the Greenville community; and (G) an at-large member from the Greenville community with an active interest in the preservation of significant architectural/historical housing in the city. The Mayor shall serve as an ex-officio non-voting member of the commission.

Firemen's Relief Fund Committee. The committee shall consist of five trustees. The firemen shall elect two members, the City Council shall elect two members, and the Commissioner of Insurance shall appoint one representative to serve as trustee and he shall serve at the pleasure of the Commissioner.

Greenville Utilities Commission. The commission shall consist of eight members, one of whom is the City Manager. The charter specifies that the members shall have utilities expertise. Representation should include some members with financial, engineering, environmental, technical, or development backgrounds. Five City members shall be appointed by the City Council in accordance with this policy, and appointment letters for the City members sent by the City Clerk's Office. Two County candidates shall be nominated by the County Commissioners, at which time the County Clerk shall submit to the City Clerk a letter of recommendation. (The two candidates shall be bonafide residents of Pitt County but residing outside the city

limits, who shall be customers of Greenville Utilities.) The City Clerk's Office shall then obtain background information on the nominee and provide it along with the letter to the City Council liaison. The information shall be provided to City Council for consideration at a regular City Council meeting. The City Council shall have the right to reject any nominee from the Board of Commissioners and to request additional nominees. If the Pitt County Board of Commissioners fails to recommend a nominee to the City Council within 60 days of the original date requested by the City Council, then the City Council may appoint any individual that meets the residency requirement. The City Clerk's Office shall send a letter of appointment to the new members informing them of the appointment. A copy of the letter for County appointments shall be sent to the County Clerk. Greenville Utilities Commissioners filling the first three-year term shall automatically fill a second three-year term unless the City Council initiates the replacement process.

Historic Preservation Commission. The commission shall consist of ten members, the majority of whom shall have demonstrated special interest, experience, or education in history, architecture, and/or archaeology.

Housing Authority. The seven Housing Authority members are appointed by the Mayor. No commissioner may be a city official. At least one of the commissioners shall be a person who is directly assisted by the public housing authority. If the commissioner directly assisted by the public housing authority ceases to receive such assistance, the commissioner's office shall be abolished and another person who is directly assisted by the public housing authority shall be appointed by the Mayor.

Human Relations Council. The 14-member council shall consist of ten regular members, two high school representatives and two representatives appointed to serve from an institution of higher learning. Nominations from the high schools and the institutions of higher learning shall be submitted to City Council for consideration.

Investment Advisory Committee. The three-member committee shall be composed of three members that have a background in investing and money management (i.e., bankers, stock brokers, accountants, economists, etc.).

Pitt-Greenville Airport Authority. The authority shall have eight members, four appointed by the City Council and four appointed by the Pitt County Commissioners. The City Council and Pitt County Commissioner liaisons shall serve as voting members of the authority. City members shall be appointed by the City Council in accordance with this policy. Appointment letters shall be sent by the City Clerk's Office for City Members. County members shall be appointed by the County Commissioners, and appointment letters for those members sent by the County Clerk's Office. A copy of the letter shall be forwarded to the City Clerk's Office, at which time the City records shall be updated.

Pitt-Greenville Convention and Visitors Authority. The authority shall have eleven members as follows: Four owners or operators of hotels, motels, or other taxable



accommodations, two of whom shall be appointed by the Pitt County Board of Commissioners and two of whom shall be appointed by the City Council; two individuals who are directly involved in a tourist or convention-related business but do not own or operate a hotel, motel, or other taxable accommodation, one appointed by the Board of Commissioners and one appointed by the City Council; two residents of Greenville, appointed by the City Council, and two residents of Pitt County but not of Greenville, appointed by the Pitt County Board of Commissioners, none of whom is involved in a tourist or convention-related business or owns or operates a hotel, motel, or other taxable accommodation; and one individual who is a member of the Pitt-Greenville Chamber of Commerce, appointed by the Chairman of the Board of Directors of the Pitt-Greenville Chamber of Commerce. City members of the Convention and Visitors Authority Board shall be appointed by the City Council. Appointment letters shall be sent by the City Clerk's Office for the City appointments. The City Council shall also make a nomination to the County on five of the members, and appointment of County members shall be made by the Pitt County Commissioners based on the nominations of City Council. The Board of Commissioners has the right to reject any nominee from the City Council and request additional nominees. If the City Council fails to recommend a nominee to the County within sixty days after a written request for nominees is sent by the County to the City, then the Board of Commissioners may appoint any individual meeting the eligibility requirements of the Enabling Legislation. The County Clerk shall be responsible for sending out appointment letters for County members. The Chamber of Commerce shall appoint one of its members and is responsible for sending out the appointment letter for that appointment and sending a copy of the letter to the City Clerk's Office, at which time the records are updated.

Planning and Zoning Commission. The commission shall be composed of nine regular members and three alternate members. Appointments of members appointed by City Council shall be made to promote the representation of a variety of interests. This representation should include some members with environmental, neighborhood preservation, development and business interests. Seven regular City members and two alternate members shall reside within the corporate limits of the City and shall be appointed by the City Council. Appointment letters shall be sent from the City Clerk's Office for the City appointments. The County Commissioners shall appoint two regular County members and one alternate member. The appointment letter for County appointees shall be sent from the County Clerk's Office. A copy of the appointment/reappointment letters shall be sent to the City Clerks' Office, at which time the City records shall be updated.

Police Community Relations Committee. The committee shall be composed of seven members (one from each district, one at-large and one appointed by the Mayor). Members are appointed directly by the Mayor and individual Council Members. Members should not hold any elected office.

Public Transportation and Parking Commission. The commission shall be composed of seven members, all of whom shall be citizens and residents of the City. Each member shall be appointed by the City Council.

Recreation and Parks Commission. The commission shall be composed of nine members, all of whom shall be residents of the City. Each member shall be appointed by the City Council.

Redevelopment Commission. The commission shall consist of seven members, all of whom shall be residents of the City. Each member shall be appointed by the City Council.

Sheppard Memorial Library Board. The board shall consist of nine members. City members shall be appointed by the City Council in accordance with this policy. Appointment letters shall be sent from the City Clerk's Office for the City appointments. The County Commissioners shall appoint county candidates, and the appointment letters for County members shall be sent from the County Clerk's Office. A copy of the appointment/reappointment letter shall be sent to the City Clerks' Office, at which time the City records shall be updated. The City Council liaison to the Sheppard Memorial Library Board shall serve as a voting ex-officio member of the Board.

Youth Council. The Greenville Youth Council shall be composed of twenty-five members as follows: three representatives from each of the Pitt County public high schools; one representative from each of the private schools located in Pitt County (Trinity Christian School, Greenville Christian Academy, Calvary Christian Academy, and The Oakwood School), one home schooled student; and two youth members from the Human Relations Council. With the exception of the two youth members from the Human Relations Council, all members shall be appointed by City Council.

When an appointment is to be made by City Council on a particular board or commission, the City Council liaison shall contact the City Clerk's Office by noon on the Monday prior to the Thursday City Council meeting with a name of the person to be recommended for appointment. (Exceptions to this are (1) the Police Community Relations Committee, to which the Mayor and City Council Members each make individual appointments without a vote of City Council, (2) the Housing Authority, to which the Mayor makes the appointments, and (3) the Redevelopment Commission, to which the Mayor and each Council Member make a nomination for the individual members so that the Commission consists of members appointed by City Council after receipt of a nomination by either the Mayor or a Council Member.) If a talent bank form is not on file for the individual, the City Council Member shall be responsible for providing one to the City Clerk prior to that time. The City Clerk's Office shall be responsible for providing a copy of the talent bank form to all City Council Members at the Monday night meeting so that a recommendation can be made by the City Council liaison for appointment on Thursday night. Talent bank forms shall be provided to City Council on Monday night and the recommendation discussed, giving other City Council Members an opportunity for comment on the recommendation. A consensus on appointees shall be made at the

Monday meeting. If written information is unavailable to be presented at the Monday night meeting, the City Council liaison shall provide a copy of the talent bank form to the City Clerk's Office by Wednesday at noon to be submitted to Council in the Wednesday Notes to Council. Official action on appointments shall be taken at the Thursday Council meeting held during the month in which the appointment is due, unless a recommendation has not been selected, at which time the appointment shall be continued to the following month.

#### Appointment to a Board at the Conclusion of Service on a Board

When a citizen completes at least one full term on a board or commission, that person shall be eligible to serve on another as a City member at the completion of the term. However, a one-year waiting period is required in order to serve on the same board or commission.

#### Alternate Members

On certain boards and commissions, members shall originally be appointed as Alternate Members in order to provide a learning period unless there are more vacancies on the Board than the number of alternate slots for the Board at the time of appointment (see last sentence of this section). The alternates vote only when a regular member is absent or unable to vote. City alternates shall be provided for various boards as follows:

Affordable Housing Loan Committee	Alternate
Board of Adjustment	Alternate Nos. 1, 2 and 3
Planning and Zoning Commission	Alternate Nos. 1 and 2

Alternates shall move up in rank or to a regular member slot as vacancies become available on the board upon approval by the City Council and in accordance with the following rotation. In the instance of only one alternate, when a vacancy becomes available to replace regular member, the alternate shall move up and a new alternate member appointed. In the instance of two alternates, when a vacancy becomes available to replace a regular member, Alternate #1 shall be elevated to a regular member, Alternate #2 shall be elevated to Alternate #1, and a new Alternate #2 appointed. In the instance of three alternates, when a vacancy becomes available to replace a regular member, Alternate #1 shall be elevated to a regular member, Alternate #2 shall be elevated to Alternate #1, Alternate #3 shall be elevated to Alternate #2, and a new Alternate #3 appointed. In the event that there are two elevations at one time, the Alternate members shall move in the order in which they would have normally been elevated.

#### Reappointments

Persons serving on City boards and commissions having a term of more than three years shall be ineligible for consideration for reappointment. Persons serving on City boards and commissions having a term of three years or less shall be eligible for consideration for reappointment to a second term, but shall be ineligible for a third term. Persons serving unexpired terms on any City board or commission shall be eligible for consideration for appointment to a full term. On joint City and County boards, such as the Pitt-Greenville Airport Authority and the Sheppard Memorial Library Board, City appointees may be reappointed to a second term. The purpose of this exception is to

create the same reappointment policy for City appointees as that of the County on joint City/County boards; this policy shall be reviewed if the County of Pitt amends the County appointment policy with regard to joint City/County boards. The Housing Authority shall also be excepted, in that it is regulated by the provisions of State Statute.

#### Resignation of Board or Commission Members Elected to Public Office

Members of City boards or commissions who are elected as Mayor or as a City Council Member shall submit a resignation from the board or commission prior to becoming installed as an elected official.

#### Service of a Full-Time Employee on a Board or Commission

A full-time employee of the City of Greenville shall not be eligible to serve on a city authority, board, commission or committee as an appointee of the Mayor, City Council or a Council Member. If such a member becomes a full-time employee of the City of Greenville, that shall constitute a resignation from the authority, board, commission or committee upon which he serves, effective upon the date a replacement is appointed. The prohibition established herein shall not apply to any current full-time City employee who is currently serving on an authority, board, commission or committee for so long as said employee serves on the same body until the completion of the current term. The prohibition established herein shall not apply to service resulting from being an ex-officio member.

#### Serving on Two Boards Simultaneously

Individuals shall not serve on more than one of the following boards or commissions as a City Council appointment at the same time. Also, if an individual ceases to be a member of one of the boards or commissions for any reason, he or she shall be ineligible to serve on another board or commission for a period of one year. The list of boards and commissions that fall in this category include:

- Affordable Housing Loan Committee
- Board of Adjustment
- Community Appearance Commission
- Environmental Advisory Commission
- Firemen's Relief Fund Committee
- Greenville Utilities Commission
- Historic Preservation Commission
- Housing Authority
- Human Relations Council
- Investment Advisory Committee
- Pitt-Greenville Airport Authority
- Pitt-Greenville Convention and Visitors Authority
- Planning and Zoning Commission
- Police Community Relations Committee
- Public Transportation and Parking Commission

Recreation and Parks Commission  
Redevelopment Commission  
Sheppard Memorial Library Board  
Youth Council (except that two members shall serve as members of the Human Relations Council)

Individuals shall not hold more than two appointive offices or more than one appointive office and an elective office concurrently in violation of North Carolina General Statute 128-1.1.

#### Designation of Liaisons and their Roles and Responsibilities

Designation. The Mayor shall designate City Council Members and the Mayor as liaisons to boards and commissions whose members are appointed by the City. Prior to the designation of the liaisons, the Mayor shall ask Council Members to which boards and commissions they prefer to be designated as liaison. The Council Members shall be provided an opportunity to discuss their choices with the Mayor.

Length of Designation. The liaisons shall serve until the end of their elected two-year term as a City Council Member or the Mayor.

Roles of the Liaisons. The liaison is a communication link between the City Council and the appointed board or commission. The liaison role is not to regularly and actively discuss subjects on the agenda with the board or commission members, but to offer insight into overall City goals and policies that have been adopted by the City Council as it may relate to an issue being considered by the board or commission. The liaison, from time to time as appropriate, shall inform City Council of major activities of the board or commission.

Attendance. The attendance at board or commission meetings is at the discretion of the liaison. While attendance at every meeting is not required, attendance sufficient to understand the subjects before the board or commission is important.

Voting. The liaison is not a voting member of the board or commission and may not make motions at a meeting of the board or commission. The exception to this is the Sheppard Memorial Library Board of Trustees and the Pitt-Greenville Airport Authority where the liaison is a voting member and should participate as a full member.

Appointments. The liaison is to review the applications in the talent bank for vacancies on the board or commission and to make recommendations of persons to City Council to fill the vacancies. The exception to this is the Housing Authority to which the Mayor has appointive authority and the Police Community Relations Committee to which each individual City Council Member has appointive authority.

#### Attendance of Members

All appointed members of the various boards and commissions are expected to attend all regular meetings. Whenever a member of any board or commission has missed three or more consecutive

regular meetings or fails to attend seventy-five percent of all regularly scheduled meetings, the staff liaison to the board or commission shall notify the City Clerk of the member's attendance record. The City Clerk's Office shall send a letter to the member asking to be notified about the person's ability to attend future meetings. A copy of the letter shall be sent to the City Council liaison, and the attendance will be monitored for a period of three months, at which time replacement may occur if the attendance requirements are still not met. If the member responds that he desires to continue serving and will attend future meetings on a regular basis, the City Clerk's Office will notify the City Council liaison. However, if the person either fails to respond to the letter within 30 days or indicates that he is unable or unwilling to attend, the City Council liaison will be notified by the City Clerk's Office and the vacancy placed on the next possible City Council agenda for replacement. The appointment shall be for the duration of the unexpired term of the member whose position has been vacated.

Failure to observe any requirement of this policy shall not affect the validity or legality of any appointment.

This policy, adopted April 13, 2006 and amended December 11, 2006, August 6, 2007, and September 10, 2007 supercedes previous board and commission policies.



# City of Greenville, North Carolina

Meeting Date: 11/5/2007  
Time: 6:00 PM

**Title of Item:** Various tax refunds

**Explanation:** The Director of Financial Services reports the refund of the following taxes:

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
BMW Financial Services	Refund of City Taxes Paid	\$316.24
Wheels, Limited	Refund of City Taxes Paid	\$142.94
Nancy & Stephen Speers	Refund of City Taxes Paid	\$112.97

**Fiscal Note:** The total amount to be refunded is \$572.15.

**Recommendation:** Approval of tax refunds by City Council

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# City of Greenville, North Carolina

Meeting Date: 11/5/2007  
Time: 6:00 PM

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**Title of Item:** First reading of an ordinance granting a limousine franchise to G-Vegas Limo Service to operate two limousines

**Explanation:** Application was received from G-Vegas Limo Service to operate two limousines from 3211 South Memorial Drive. The application and supporting document were sent to the review departments. The Community Development Department indicated that the property is appropriately zoned for a limousine service, and the Financial Services Department reported that the applicant is not indebted to the City of Greenville. The Police Department expressed some issues with the application that the City Clerk, Police Department and applicant are attempting to work out.

Limousine franchises are considered by City Council at two different meetings. At the first meeting, the Council considers the ordinance on first reading. If it is approved on first reading at that meeting, the public hearing and second reading are held at the second Council meeting. Because the current taxicab ordinance indicates that the application will be processed within thirty days, every effort is being made to work out these issues prior to the scheduled November 8 public hearing. If the issues are not worked out by November 5, the Council may still consider the ordinance on first reading, as approving it on first reading does not bind the Council to approve the ordinance on second reading. As additional information is received, it will be forwarded to the City Council.

**Fiscal Note:** None

**Recommendation:** Approval on first reading of the ordinance for G-Vegas Limo Service to obtain a limousine franchise to operate two limousines from 3211 South Memorial Drive



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 [Application Packet and Comments](#)

 [Ordinance Granting a Limousine Franchise to G Vegas Limo Service 726099](#)

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ORDINANCE NO. 07-\_\_\_\_\_  
GRANTING A LIMOUSINE FRANCHISE  
TO G-VEGAS LIMO SERVICE

WHEREAS, the City of Greenville is authorized by G.S. 160A-304 to license and regulate all vehicles operated for hire within the City of Greenville; and

WHEREAS, the City of Greenville has adopted an ordinance, Title 1 of Chapter 11 of the Greenville City Code, requiring the operators of limousine businesses within the City to obtain a franchise for the City permitting said operation, and said ordinance sets forth certain requirements and criteria that must be satisfied in order to obtain and maintain the franchise for the operation of a limousine business; and

WHEREAS, G-Vegas Limo Service is an applicant for a franchise permitting the operation of two limousines within the City limits; and

WHEREAS, following investigation into the qualifications of the applicant, the City Council has determined that the applicant satisfies the requirements and conditions for the operation of a limousine business within the City and has presented evidence substantiating the public convenience and necessity of such a business;

NOW, THEREFORE, BE IT ORDAINED by the Greenville City Council that:

Section 1. A limousine franchise is hereby issued to G-Vegas Limo Service to permit the operation within the City of Greenville of not more than two limousines.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3. Any part or provision of this ordinance found by a court of competent jurisdiction to be in violation of the Constitution or laws of the United States or North Carolina is hereby deemed severable and shall not affect the validity of the remaining provisions of the ordinance.

Section 4. This ordinance shall become effective immediately upon its adoption.

First reading passed on the 5<sup>th</sup> day of November, 2007.

Adopted on second reading on the 8<sup>th</sup> day of November, 2007.

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Robert D. Parrott, Mayor

ATTEST:

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Wanda T. Elks, City Clerk

APPLICATION FOR LIMOUSINE FRANCHISE

To the Mayor and City Council of the City of Greenville

The undersigned hereby makes application for a limousine franchise under the provisions of Chapter 564, Session Laws 1945, and presents the following information:

1. The applicant is familiar with the ordinances of the City of Greenville relating to liability insurance, drivers regulations, regulations of rates, and other matters pertaining to the operation of limousines.
2. The individual, corporate or trade name and business address of the applicant is:  
G-Vegas Limo Service 321 S Memorial Dr Greenville NC 27458
3. The Applicant is:
  - A. An individual and sole owner of the limousine business to be operated under the above name.
  - B. A corporation chartered under the laws of the State of North Carolina in the year \_\_\_\_\_, and the officers of the corporation are \_\_\_\_\_
  - C. A partnership, as shown by articles hereto attached, and the names of partners are:  
Richard Williams  
Joseph Buttermilk
4. The Applicant operates in the following cities: Greenville NC
5. The Applicant is requesting franchise to operate 2 limousines.
6. In support of this application, the following Exhibits are attached:
  - Exhibit A. A full statement of facts which, if supported by substantial testimony at the hearing, will support a finding of public convenience and necessity for this operation.
  - Exhibit B. A complete list of Applicant's motor equipment showing year, make, model, and carrying capacity of each unit.
  - Exhibit C. Financial statement showing assets, liabilities and net worth of applicant.
  - Exhibit D. Statement showing applicant has made complete arrangement for off-street parking of all motor vehicles.
  - Exhibit E. Statement of proposed fares for transportation of persons and property.
  - Exhibit F. Statement of experience of applicant in conducting limousine business.

HAND PRINT OR TYPE

LAST NAME <u>Williams</u>		FIRST NAME <u>Richard</u>		MIDDLE NAME <u>Bruce</u>	
ALIAS OR NICKNAME	SEX <u>M</u>	AGE <u>49</u>	WEIGHT <u>220</u>	HEIGHT <u>65</u>	ID NO.
ADDRESS <u>506 Ashburton Dr Greenville NC</u>		HAIR <u>Brown</u>	EYES <u>Hazel</u>	COMPLEXION <u>C</u>	
OCCUPATION <u>VP Sales - Carolina Area Group</u>					
PLACE OF BIRTH <u>Prine George County</u>					

Signature of Applicant

Subscribed and sworn to before me this 15 day of October, 2007.

John E. Williams  
Notary Public

My Commission Expires: 9/17/12

We feel Greenville is growing at an enormous rate, with daily visits from professionals arriving at Kinston Regional, RDU and Greenville airports, with transportation needs on a corporate level not currently being met.

We hope to fill that need by initially offering affordable, professional transportation services to and from Greenville that would parallel that found in larger cities.

We will initially be starting service with a 2003 Lincoln Town car 120" stretch Executive series limousine. This vehicle has a maximum capacity of 12 people.

**Carolina Auto Group, LLC**  
**BALANCE SHEET**  
**As of August 31, 2007**

**ASSETS**

**CURRENT ASSETS**

Cash - First South Bank	\$	<u>736.33</u>
<b>Total Current Assets</b>		<u>736.33</u>

**PROPERTY AND EQUIPMENT**

Office Equipment & Fixtures	13,962.91
Signage	6,419.05
Buildings	274,873.88
Land	1,919,791.51
Land Improvements	59,886.65
Less: Accumulated Depreciation	<u>(15,806.31)</u>
<b>Net Property and Equipment</b>	<u>2,259,127.69</u>

**OTHER ASSETS**

Intangibles	5,000.00
Accum Amortization	<u>(833.33)</u>
<b>Total Other Assets</b>	<u>4,166.67</u>

**TOTAL ASSETS** \$ 2,264,030.69

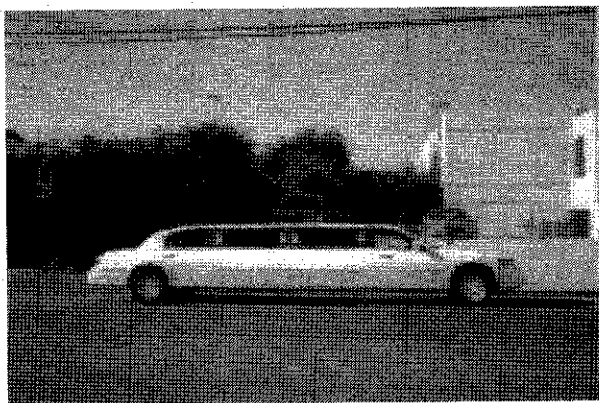
See Accountants' Compilation Report

We currently own and operate AutoMax which is a used car lot and will store vehicles at this location.

The rates we intend to charge are as follows:

Rental rates will be based on a three hour minimum of 350 dollars and an additional 110 dollars for each hour after that. Rates will be subject to changes in the market to allow us to remain competitive with our competition.







## GREENVILLE POLICE DEPARTMENT

### MEMORANDUM

October 29, 2007

TO: Pat Sugg, Deputy City Clerk

FROM: William J. Anderson, Chief of Police

SUBJECT: G-Vegas Limo Service

The Greenville Police Department has received a copy of the application for Limousine Franchise accompanied by a request for review and recommendation. The information received is not sufficient for the Department to conduct a review or a recommendation. The following information is lacking:

1. Proof of insurance in the amounts required by ordinance.
2. Fingerprints for owners and drivers.
3. Complete information on the two purported owners in order to conduct the required background check.
4. The notary public and at least one purported owner appear to be related. NC law prohibits a family member from acting as a notary for another family member.
5. No partnership agreement was attached to the application as required by paragraph 3C.
6. The application indicates a plan to operate two limousines, but only one person is listed as a driver. Who else plans to drive?
7. It appears the assets and liabilities are those of AutoMax and not for this business. There is no way to determine if the partners have sufficient financial assets to operate the business.



## FINANCIAL SERVICES MEMORANDUM

TO: Wanda Elks, City Clerk's Office  
FROM: Brenda Matthews, <sup>BM</sup> Financial Services, Collections  
DATE: October 18, 2007  
SUBJECT: G-Vegas Limo Service


We have checked Collections records for taxes, licenses, citations, parking, rescue transports and miscellaneous receivables owed in the names of G-Vegas Limo Service, Richard Bruce Williams, and Joseph Butterworth. We have not found amounts owed to the City in those names.

If I can provide further assistance, please call.

CC: Bernita Demery, Director of Financial Services  
Kimberly Branch, Financial Services Manager

Doc # 177282

**MEMORANDUM**

To: Wanda Elks, City Clerk  
From: Merrill Flood, Community Development Director   
Date: October 22, 2007  
Subject: **Proposed Limousine Service Application: 3211 S. Memorial Drive**

Please find attached the staff report for the proposed limousine service at 3211 S. Memorial Drive. You will find that the property is zoned appropriately for the use. Additional permits may be required of the applicant but there are no objections to the proposed use at this location with regard to zoning.

Please contact me if you have additional questions.

**Memorandum**

To: Merrill Flood, Director, Community Development Department

cc: Harry Hamilton, Chief Planner

From: Seth Laughlin, Planner (329-4486)

Date: October 22, 2007

Subject: Proposed Limousine Service Application: 3211 S. Memorial Drive

The subject location (PIN 15864) is currently zoned CH. Taxi or Limousine Service is a permitted use by-right in the CH zone per Section 9-4-78(f)(13)c of Greenville City Code.

Other permits including site plan approval may be required in the individual case.

The Community Development Department Staff has no objection to the proposed use.

Doc# 724914



# City of Greenville, North Carolina

Meeting Date: 11/5/2007  
Time: 6:00 PM

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**Title of Item:** Presentations by Boards and Commissions

a. Redevelopment Commission

**Explanation:** The Redevelopment Commission will make their annual presentation to City Council at the November 5, 2007 meeting.

**Fiscal Note:** None

**Recommendation:** No action recommended; for information only.

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