

# Agenda



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**Basic Motions**

Motion  
*Calls for Action*  
Debatable  
Simple Majority

Motion to Amend  
*Changes Original*  
Debatable  
Simple Majority

**Other Motions**

Table  
*Postpone Vote*  
No Discussion  
Simple Majority

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

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

Recess  
*Take a Short Break*  
No Discussion  
Simple Majority

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

Adjourn  
*End the Meeting*  
No Discussion  
Simple Majority

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

**☐ Convene meeting + Reminder: Turn off Cell Phone**

**I. Roll Call/Quorum \_\_\_\_\_ Board Members (quorum = 4)**

**II. Pledge of Allegiance**

**III. Additions/Deletions/Approval of Agenda**

**IV. Approval of January 2, 2020 Minutes (Attachment A)**

**V. Announcements**

**VI. Public Comment Period**

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

**VII. Commission Reports**

a. None

**VIII. Old Business**

- a. EAC Sustainability Subcommittee Update (10 mins) Ames
- b. Promote 2020-2021 EAC Grant

**IX. New Business**

a. Recycling – (15 mins) – H. Parrott

**X. Other – FYI**

- a. 2020 Goals & Objectives (Attachment B)
- b. Membership Roster (Attachment C)

**XI. Proposed Agenda Items –April 2, 2020**

- a. Promote 2020-2021 EAC Grant
- b. EAC Sustainability Subcommittee Update

**XII. Adjourn**

**Items for Future Consideration**

_____	_____
_____	_____
_____	_____

Board Members

**Chair**

1. Diego LLerena

**Commission Members**

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

**Ex-officio**

Kevin Mulligan  
(Public Works)

**Staff Liaison**

Daryl Norris  
(Engineering)

**Staff Secretary**

Amanda Braddy  
(Engineering)

**City Council Liaison**

Brian Meyerhoeffer

**Environmental Advisory Commission Mission:**

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

**Environmental Advisory Commission Purpose:**

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

# ***ATTACHMENT A***

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***(January 2, 2020 Minutes)***

*Action:* For your review and approval.

**DRAFT OF MINUTES PROPOSED FOR ADOPTION BY THE  
ENVIRONMENTAL ADVISORY COMMISSION  
January 2, 2020**

**CALL TO ORDER**

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

**1. ROLL CALL**

**MEMBERS:**

Emilie Kane	Diego Llerena
Ann Maxwell	Robert Shaw
Derrick Smith	

**OTHERS PRESENT:**

Daryl Norris, City of Greenville

**2. PLEDGE OF ALLEGIANCE**

**3. ADDITIONS/DELETIONS/APPROVAL OF AGENDA**

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

**4. APPROVAL OF DECEMBER 5, 2019 MINUTES**

Ms. Maxwell made a motion to approve the December 5, 2019 minutes. The motion was seconded by Dr. Kane and passed unanimously.

**5. ANNOUNCEMENTS**

None

**6. PUBLIC COMMENT PERIOD**

None

**7. COMMISSION REPORTS**

**A. ECU Sustainability Report**

None

**8. OLD BUSINESS**

**A. EAC Sustainability Subcommittee Update**

The subcommittee meeting was held on December 13, 2019. Those in attendance were encouraged to attend the January City Council meeting to speak in support of a sustainability manager/coordinator.

**B. Finalize 2020 Goals & Objectives**

The goals and objectives were discussed and finalized through emails and will be attached to the February 6, 2020 agenda for information.

Dr. Kane made a motion to approve the 2020 Goals & Objectives. The motion was seconded by Ms. Maxwell and passed unanimously.

**9. NEW BUSINESS**

**A. Annual Stormwater Report**

Mr. Norris presented the Annual Stormwater Report to EAC for information.

**B. Elections**

A motion was made by Ms. Maxwell to add elections to the agenda. The motion was seconded by Dr. Ames and passed unanimously.

Ms. Maxwell made a motion that was seconded by Dr. Shaw and passed unanimously to retain Mr. LLerena as Chairperson for EAC.

A motion was made by Ms. Maxwell to nominate Dr. Shaw as Vice-Chair. The motion was seconded by Mr. LLerena and passed unanimously.

**10. OTHER– FYI**

A. Draft Calendar

**11. PROPOSED AGENDA ITEMS**

The following items are proposed for the February 6, 2020 meeting:

**A. Promote 2020-2021 EAC Grant**

**B. EAC Sustainability Subcommittee Update**

**11. ADJOURNMENT**

There being no further business to discuss, Dr. Ames made a motion to adjourn the meeting. The motion was seconded by Dr. Kane and the meeting adjourned

# ***ATTACHMENT B***

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***(2020 Goals & Objectives)***

Action: For your information.

## 2020 EAC Goals

1. Continue to recommend and work toward establishing and implementing the position of a city Sustainability Coordinator to provide leadership, expertise, and coordination of city operations in reducing greenhouse gas emissions, increasing energy conservation and renewable energy use, and reducing air pollution.

### Actions:

- a. Work with the City Manager, city staff, and the ECU Sustainability Office to provide useful information, identify feasible funding options, and recommend preliminary actions that can be taken toward the goal of a sustainability position.
  - b. Continue work of the Sustainability Subcommittee of the EAC to engage citizens in increasing public awareness, information, and support for sustainability.
2. Identify and deploy ways to promote environmental education and engage citizens (including students) in addressing environmental [sustainability] issues.

### Actions:

- a) Increase public awareness of the Watershed Master Plan, support its implementation, and continue to receive updates on the progress of the implementation.
  - b) Continue to administer and champion the EAC Grant program.
  - c) Increase recycling initiatives and explore incentives to encourage participation.
  - d) Encourage implementation of environmental initiatives from the City's Horizon's Plan.
3. Continue to increase deliberate and intentional engagement with Council and Boards and Commissions

# ***ATTACHMENT C***

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***(Membership Roster)***

*Action:* For your information.



**ENVIRONMENTAL ADVISORY COMMISSION**

Updated March 5, 2019

	NAME	TERM EXPIRES	CATEGORY	PHONE #
<b>C H A I R</b>	Diego LLerena 213 Bent Creek Drive Greenville, NC 27834 <a href="mailto:dcl0201@hotmail.com">dcl0201@hotmail.com</a>	4/2018 (Unexpired Term)	(B) Building Contractor, Land Developer or Someone Familiar with Construction Techniques	252-917-0142
<b>V C H A I R</b>	Emilie Kane 1706 Canterbury Road Greenville, NC 27858 <a href="mailto:ekane@suddenlink.net">ekane@suddenlink.net</a>	4/2020 (Second Term)	(C) Member of a Local Environmental Group	355-6789 (home) 531-2743 (cell)
<b>M E M B E R</b>	David Ames 313 Longmeadow Rd Greenville, NC 27858 <a href="mailto:davidames1@suddenlink.net">davidames1@suddenlink.net</a>	4/2022 (Second Term)	(G) At Large Member with Skills and Interest in Environmental Public Health, Safety and/or Medicine	757-1276 (home) 864-7356 (cell)
<b>M E M B E R</b>	Caroline Tarpey	4/2022 (Unexpired Term)	(A) Lawyer or Other Person with Knowledge of Environmental Regulations and Environmental Safety Practices	
<b>M E M B E R</b>	Robert Shaw 3802 Sheffield Court Greenville, NC 27834 <a href="mailto:shawr@ecu.edu">shawr@ecu.edu</a>	4/2022 (unexpired Term)	(D) An Educator of the Natural or Physical Sciences or Physician	355-2737 (home) 744-4653 (work)
<b>M E M B E R</b>	Ann Maxwell 1506 East 5th Street Greenville, NC 27858 <a href="mailto:annmax63@gmail.com">annmax63@gmail.com</a>	4/2020 (First Term)	(F) At Large Member from the Greenville Community	531-4426 (cell)
<b>M E M B E R</b>	Derrick Smith, PE 2203 Crooked Creek Rd Greenville, NC 27858 <a href="mailto:dsmith@thewootencompany.com">dsmith@thewootencompany.com</a>	4/2021 (Unexpired Term)	(E) Professional Engineer	714-3034 (home) 757-1096 (work)

	NAME	TERM EXPIRES	CATEGORY	PHONE #
<b>C O U N C I L</b>	Council Member Brian Meyerhoeffer PO Box 7207 Greenville, NC 27835 <a href="mailto:bmeyerhoeffer@greenvillenc.gov">bmeyerhoeffer@greenvillenc.gov</a>	N/A	Council Liaison	329-4422 (city)
<b>S T A F F</b>	Mr. Kevin Mulligan 1500 Beatty Street Greenville, NC 27834 <a href="mailto:kmulligan@greenvillenc.gov">kmulligan@greenvillenc.gov</a>	N/A	Ex-Oficio	329-4521 (work)
<b>S T A F F</b>	Mr. Daryl Norris 1500 Beatty Street Greenville, NC 27834 <a href="mailto:dnorris@greenvillenc.gov">dnorris@greenvillenc.gov</a>	N/A	Staff Liaison	329-4350 (work) 916-0478 (w cell) 919-868-8656 (personal cell)
<b>S T A F F</b>	Ms. Amanda Braddy 1500 Beatty Street Greenville, NC 27834 <a href="mailto:ajbraddy@greenvillenc.gov">ajbraddy@greenvillenc.gov</a>	N/A	Secretary	329-4467 (work) 413-9499 (cell)