

**ENVIRONMENTAL ADVISORY COMMISSION MINUTES**  
**January 8, 2015**

**CALL TO ORDER**

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

**1. ROLL CALL**

**MEMBERS:**

David Ames  
Owen Burney, Jr  
David Kimmel

Michael Behm  
Emilie Kane  
James Woodley

**OTHERS PRESENT:**

Marion Blackburn, Council Liaison  
Lisa Kirby, City of Greenville  
Amanda Boone, City of Greenville  
Amanda Braddy, City of Greenville

**2. PLEDGE OF ALLEGIANCE**

**3. ADDITIONS/DELETIONS TO THE AGENDA**

Dr. Kimmel made a motion to accept the agenda as presented. The motion was seconded by Dr. Behm and passed unanimously.

**4. APPROVAL OF DECEMBER 4, 2014 MINUTES**

Dr. Kane asked to amend Old Business Section 3 to include a statement that reflected EAC members were requested to submit names of any additional youth groups who could be eligible for the grants. A motion was made by Dr. Behm to approve the December 4, 2014 minutes as amended. The motion was seconded by Mr. Burney and passed unanimously.

**5. ANNOUNCEMENTS**

There were no announcements.

**6. PUBLIC COMMENT PERIOD**

There were no public comments.

**7. NEW BUSINESS**

**A. Elections**

Mr. Anderson began the discussion by announcing he would not be renewing his second term in April. Dr. Behm also announced he would not be renewing his term in April as well. Mr. Anderson noted Mr. Burney's term would expire in April.

Dr. Kimmel nominated Mr. Woodley for Chair. Dr. Behm seconded the nomination as well as nominating Dr. Kimmel as Vice-Chair. The motion for Vice-Chair was made by Mr. Burney. The motions passed unanimously.

**B. PTRF Green Team Project**

Mr. Matt Butler with the Pamlico-Tar River Foundation (PTRF) was present to request a letter of

support for a grant application funding a Green Team initiative to reduce urban runoff into the Greens Mill Run and Meeting House Branch of the Tar River watershed. This initiative will train youth in green infrastructure job skills and allow them to implement what they have learned as well as working with college graduate students and professors to become sensitized to urban watershed issues and their relevance to environmental justice. The Green Team's task will be watershed restoration through stormwater management. PTRF has established relationships with local business owners that want better stormwater practices.

Dr. Behm asked when the project would be implemented. Mr. Butler stated this project would be a pilot project and anticipates the project would begin in June with selection of high school students and will conclude at summer's end. Mr. Butler also stated PTRF would be working with City staff to identify current stormwater BMPs within the City that are in need of maintenance and potential future project that can be implemented by the Green Team.

Dr. Kimmel asked when the letter of support will be needed. Mr. Butler responded the grant application deadline is February 20, 2015; therefore, the letter would be needed as soon as possible. Council Member Blackburn suggested having PTRF report to EAC on the final results of the project after its completion. Dr. Kimmel volunteered to draft the letter of support for EAC members review to be submitted to Mr. Butler when completed. Dr. Kane made a motion to provide the letter of support to PTRF. The motion was seconded by Dr. Ames and passed unanimously.

### **C. 2015 Goals & Objectives – Finalize & Implementation**

Mr. Anderson directed attention to the goals and objectives in the agenda package as Attachment B. Mr. Anderson asked members if there were any additions or deletions were needed to the goals and objectives. Dr. Ames asked which goal would best institute the pursuit of plastic issues previously addressed by EAC. Mr. Anderson stated he felt Goal 3 would address plastics disposal as well as Goal 6 to promote environmental education regarding plastics. Dr. Kane stated the goals and objectives could be expanded to include items that may be accomplished with each goal. Mr. Anderson stated Mr. Woodley's Strategic Plan addresses the goals in more detail.

Mr. Woodley began the discussion regarding the Strategic Plan. Mr. Woodley stated the Strategic Planning Framework was used to brainstorm on activities. Mr. Woodley also addressed the EAC Environmental Action Table and stated the table was colored coded and referenced EAC goals, the Horizon Plan, the Environmental Survey. The Action Table provides a more detailed plan that would allow EAC to interact with other City Commissions and the City to foster environmental partnerships.

Mr. Woodley requested direction from EAC to proceed with the framework of the Strategic Plan. Dr. Ames asked how the Strategic Plan would be utilized in comparison the current set of EAC goals. Dr. Behm stated he felt the Strategic Plan contained a compilation of documents for reference in accomplishing EAC goals. Ms. Boone also added the Strategic Plan could be used to identify future EAC goals.

Dr. Kane stated she would like to see the current list of goals to be utilized and add an additional goal of developing a Strategic Plan. Mr. Woodley stated the Strategic Plan would not impact the current list of goals as the plan is currently in a development state and would not be in place until the 2016 calendar year. Mr. Woodley also stated the Strategic Plan utilizes the various documents that the City has developed to identify their environmental policies through different departments and City Council directives.

Council Member Blackburn stated she felt the context of the Strategic Plan provides historical

background, shared plans with other City boards and Council, and the current list of goals of EAC as well as providing a beginning stage of developing future EAC goals. Mr. Woodley affirmed this and added he envisioned the document being employed to identify goals as well as being a historical document for future EAC members.

Mr. Anderson stated the need for a motion to accept the current goals as well as direction from members to proceed with the development of the Strategic Plan. Dr. Kane expressed the desire to see the current goals expanded to include some of the goals identified in the Strategic Plan. Ms. Boone commented the actions needed were to finalize the current list of goals, give direction on the Strategic Plan and its framework, and discuss implementation of the goals as identified.

Dr. Kane asked for clarification on Goal 4. Council Member Blackburn commented the goal was developed by former EAC members to seek ways to conserve water. Mr. Anderson asked for direction in updating the goal to establish a more concise wording. Ms. Boone suggested replacing the word “preserve” with “conserve.” Dr. Kimmel made a motion to amend Goal 4 to read “Seek ways to conserve and protect our water resources.” A second was made by Dr. Kane and the motion passed unanimously. A motion was made by Dr. Kimmel to accept the remaining goals as presented. A second was made by Dr. Ames and passed unanimously.

Mr. Anderson asked Mr. Woodley to recommend an action on the Strategic Plan. Mr. Woodley stated he would suggest the plan identify actions of EAC, how those actions are accomplished. Dr. Ames made a motion to have Mr. Woodley continue to develop the Strategic Plan. Dr. Kimmel seconded the motion. The motion passed unanimously.

#### **D. Draft Calendar**

Mr. Anderson directed attention to the draft calendar as presented in the agenda package as Attachment C. Dr. Behm asked about the six month update on the 2014-2015 EAC Grant as identified in February 2015. Ms. Kirby stated the update will be from the current grant holder, Ridgewood Elementary, and would be their required six month update report to the Commission on the status of the project. Dr. Behm also asked about the process of the 2015-2016 EAC grant. He expressed concern regarding the approval of the grant recipient in May of 2015 as three of the board members would not be in attendance due to resignation or expired terms. Ms. Kirby stated the process was put in place to allow members to review and discuss applicants and obtain further clarification as needed. Ms. Kirby stated the schedule could be amended to allow the discussion and award of the recipient in the same meeting. Mr. Anderson asked if the applications could be reviewed electronically and approved at the April 2015 meeting. Ms. Kirby stated the applications could be distributed electronically to allow for prior review and presented in the agenda package for April 2015 for public information. The draft calendar will be amended to reflect the change as identified.

#### **E. Education Discussion**

Ms. Boone asked EAC to expand on their desire for a five minute education discussion that has been requested by members to be added to EAC’s monthly meetings. Ms. Boone stated education for EAC and citizens occur naturally throughout the meetings with presentations such as those given by PTRF and the upcoming report by Christopher Horrigan from River Park North. Ms. Boone requested feedback from members as to the frequency and content of speakers. Dr. Kimmel commented the Strategic Plan has many opportunities to open discussion regarding environmental issues and the plan would offer opportunities for speakers to present to EAC on a recurring basis. Dr. Behm added the process should be natural and not so rigid as to require a monthly conversation. The consensus of the group was to allow the process to flow naturally with speakers

and presentations given as requested by members when more information was desired for the group or to promote education for citizens.

**8. OLD BUSINESS**

**A. 2015 Council Presentation**

Mr. Anderson addressed Attachment D of the agenda package as the 2015 Presentation to City Council and asked if there were any corrections that were needed to the presentation as presented. Ms. Kirby added that this would be an opportunity to recognize outgoing members and request interested citizens to complete talent bank applications. Dr. Kane commented she had some wording suggestions and would contact Mr. Anderson to address those topics.

**B. 2015-2016 Grant Marketing Strategies**

Mr. Anderson directed attention to the grant fact sheet and cover letter as presented and the list of youth organizations as presented in the agenda package as Attachment E. Ms. Boone stated the fact sheet and cover letter would be forwarded to those identified on the list and requested members to forward any additional contacts to Ms. Braddy as desired.

Ms. Kirby asked EAC if there were other avenues of distribution for the grant package that should be considered. Ms. Kirby stated the current methods include mailing distribution list as presented, City of Greenville website posting and EAC meetings. Ms. Kirby suggested a City Scene to be conducted with a commission member speaking on the grant. Dr. Behm volunteered to take the lead on the City Scene advertising. Mr. Anderson suggested the City's social media networks such as Twitter and Facebook. Council Member Blackburn suggested a press release and public service announcements from the City. Dr. Behm also commented on the possibility of having Council Members report on the grant in their newsletters to citizens. Ms. Kirby stated she would send a Note to Council on the grant as well.

**9. OTHER- FYI**

**A. Recycling Report**

**B. Quarterly UST Report**

**10. PROPOSED AGENDA ITEMS**

The following items are proposed for the February 5, 2015 meeting:

**A. FROGGS Update**

**B. River Park North Environmental Symposium Presentation**

**C. River Park North Environmental Symposium Participation Discussion**

**D. 2014-2015 EAC Grant Update**

**E. Redevelopment Commission Update**

**F. Greenville Utilities Commission Update**

**G. Stormwater Annual Report**

**H. No Idling Resolution**

**I. Amended Bylaws**

**J. Updated Membership Roster**

**K. Recycling Report**

**11. Adjournment** –There being no further business to discuss, Dr. Ames made a motion to adjourn. The motion was seconded by Dr. Kimmel and passed unanimously. The meeting adjourned at 7:00pm.