

Basic Motions

Motion
Calls for Action
 Debatable
 Simple Majority

Motion to Amend
Changes Original
 Debatable
 Simple Majority

Other Motions

Table
Postpone Vote
 No Discussion
 Simple Majority

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

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

Recess
Take a Short Break
 No Discussion
 Simple Majority

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

Adjourn
End the Meeting
 No Discussion
 Simple Majority

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

☐ Convene meeting + Reminder: Turn off Cell Phone

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

II. Pledge of Allegiance

III. Additions/Deletions/Approval of Agenda

IV. Approval of February 5, 2015 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. New Business

- a. Comprehensive Plan Committee Request (Attachment B) (10 min) – J.C. Woodley
- b. Recreation & Parks Commission Update (5 min) – J.C. Woodley
- c. Redevelopment Commission Update (5 min) – S. Anderson
- d. Greenville Utilities Commission Update (5 min) – D. Kimmel
- e. Commission Update Discussion (Attachment C)(5 min) – J.C. Woodley
- f. Plastics Resolution Discussion (10 min) – J.C. Woodley

VIII. Old Business

- a. River Park North Symposium/State of the Environment Discussion (Attachment D)(10 min) – J.C. Woodley
- b. Strategic Plan Update (10 min) – J.C. Woodley

IX. Other – FYI

- a. Recycling Report (Attachment E)

X. Proposed Agenda Items – April 2, 2015

- a. 2015-2016 EAC Grant – Review, Discuss, and Approve
- b. Greenville Bike & Pedestrian Commission Update (Behm)
- c. Public Transportation and Parking Commission Update (Kane)
- d. Community Appearance Commission Update (Behm)
- e. River Park North Symposium/State of Environment Discussion
- f. Recycling Report
- g. Quarterly UST Report

XI. Adjourn

Items for Future Consideration

_____	_____
_____	_____
_____	_____

Board Members

Chair

1. J. C. Woodley (Chair)

Commission Members

2. David Ames
3. Scott Anderson
4. Michael Behm
5. Owen Burney, Jr.
6. Emilie Kane
7. David Kimmel (Vice-Chair)

Ex-officio

Kevin Mulligan
(Public Works)

Staff Liaison

Amanda Boone
(Public Works)

City Council Liaison

Marion Blackburn

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 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

(February 5, 2015 Minutes)

Action: For your review and approval.

**DRAFT OF MINUTES PROPOSED FOR ADOPTION BY THE
ENVIRONMENTAL ADVISORY COMMISSION
February 5, 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. James Woodley, Chairperson, called the meeting to order and welcomed all those present. The following attended the meeting:

1. ROLL CALL

MEMBERS:

David Ames
Michael Behm
James Woodley

Scott Anderson
Emilie Kane

OTHERS PRESENT:

Council Member Rick Smiley
Christopher Horrigan, City of Greenville
Joe Miller, Pitt County Resident
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

Mr. Anderson asked to table the Redevelopment Commission update as the Commission did not meet in February and there were no minutes available for the January meeting. Dr. Behm also asked to table the Greenville Utilities Commission update as Dr. Kimmel was not present. A motion was made by Mr. Anderson to approve the agenda as amended. The motion was seconded by Dr. Ames and passed unanimously.

4. APPROVAL OF JANUARY 8, 2015 MINUTES

A motion was made by Dr. Ames to approve the January 8, 2015 minutes as presented. The motion was seconded by Mr. Anderson and passed unanimously.

5. ANNOUNCEMENTS

- Dr. Behm reported he had completed a City Scene with the City's Public Information Office regarding the 2015-2016 EAC Grant. Dr. Behm reported there was an article in the Daily Reflector about the grant as well. Mr. Woodley presented the article to Commission members as well as copies of the fact sheet for members for distribution.
- Ms. Braddy informed EAC that FROGGS would not be giving an update as Mr. Stubbs, FROGGS Chair, reported there were no significant events to announce as presented from the last quarterly update.

6. PUBLIC COMMENT PERIOD

Mr. Joe Miller, Pitt County resident from Bethel, NC was present to request EAC consider encouraging the City of Greenville to petition Greenville Utilities Commission to offer net metering. Mr. Miller was concerned that he was not getting equal credit for utilizing solar energy. He is only paid wholesale rates for his solar energy generation.

Dr. Kane asked if this could be an opportunity to have someone speak to EAC regarding net metering and solar energy for public education. Dr. Behm commented by way of announcement that ECU is attempting to evaluate what sustainability practices were being utilized on campus. Dr. Behm stated an external advisory board had met approximately two weeks ago to expand education opportunities. The board had a representative from Greenville Utilities and a faculty member that had expertise in solar and wind energy.

7. NEW BUSINESS

A. River Park North Environmental Symposium Presentation

Mr. Christopher Horrigan, Parks Coordinator at River Park North, gave a PowerPoint Presentation on River Park North's Biodiversity Assessment. The presentation will be available with the February 5, 2015 EAC meeting minutes.

B. River Park North Environmental Symposium Participation Discussion

Mr. Horrigan announced an Environmental Symposium is scheduled for April 20, 2015 from 10:00am to 2:00pm. The symposium is being presented by Love a Sea Turtle. High school students will be educated on environmental issues with speakers being scheduled in the morning sessions and afternoon sessions consisting of informational booths with environmental groups. Mr. Woodley stated he would like to have EAC participate in the symposium and would be the point of contact to establish a booth or informational table. Mr. Woodley also asked if the City of Greenville would have the Enviroscape available at the symposium to educate the students on the effects of stormwater runoff.

C. Redevelopment Commission Update

This item was tabled to the March 5, 2015 meeting.

D. Greenville Utilities Commission Update

This item was tabled to the March 5, 2015 meeting.

E. Stormwater Annual Report

Ms. Kirby was present to provide information contained in the Stormwater Annual Report. The report will be available with the February 5, 2015 meeting minutes.

F. Amended By-laws Discussion

Ms. Boone directed attention to Attachment C of the agenda package. Ms. Boone presented the changes suggested by staff to the By-laws. These changes included an update to the location of the meeting as well as identifying City Code policies in addressing EAC regulations. A motion was made by Dr. Kane to accept the amendments to the By-laws as presented. A second was made by Dr. Behm. The motion passed unanimously.

8. OLD BUSINESS

A. No Idling Resolution

Dr. Kane reminded members of the presentation given by Dr. Kenny and his request for support for a no idling resolution to be presented to City Council. Dr. Kane stated the resolution would recommend support of no idling signs to be installed in City parking facilities at Recreation and Parks sites and in the Uptown Greenville parking lots and parking deck to reduce the air pollution, public health, and economic effects of motor vehicle idling. A copy of the draft resolution was distributed. Ms. Kirby stated the resolution would need to be reviewed by the City's attorney for formatting and could then be forwarded to City Council for consideration. Mr. Woodley stated he

would like to have the resolution presented to City Council prior to budget commitments to allow the possibility of funding for signage. Ms. Kirby stated she believed the State of North Carolina has signs that may be free; however, more investigation was needed to verify the signs were available for municipalities. Dr. Behm asked if no idling signs had been installed at all Pitt County schools. Ms. Kirby stated staff would verify and correct the verbiage in the resolution if needed.

A motion was made by Mr. Woodley to approve the resolution of support for the no idling signage installation with the amendment of the Pitt County School information as verified. A second was made by Dr. Ames and passed unanimously.

Ms. Kirby requested guidance on presenting the resolution to City Council. Dr. Kane stated she would like to have the Council receive the resolution by Notes to Council and have Council Member Blackburn inform the remaining Council Members about the resolution of support.

Mr. Woodley stated he would like to have a resolution regarding plastics be presented to Council and asked if both resolutions should be presented simultaneously. Ms. Kirby stated she felt the resolutions should be presented separately. Mr. Woodley requested discussion regarding the resolution be added to the March agenda.

9. OTHER– FYI

- A. Recycling Report**
- B. New Membership Roster**
- C. 2014-2015 Grant Update**
- D. Final Calendar**

10. PROPOSED AGENDA ITEMS

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

- A. Strategic Plan Update**
- B. River Park North Symposium/State of the Environment Discussion**
- C. Community Appearance Commission Update (Behm)**
- D. Recreation and Parks Commission Update (Woodley)**
- E. Redevelopment Commission Update (Anderson)**
- F. Greenville Utilities Commission Update (Kimmel)**
- G. Commission Update Reporting Discussion**
- H. Plastics Resolution Discussion**

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

ATTACHMENT B

(Comprehensive Plan Committee Request)

Action: For your information.



COMMUNITY DEVELOPMENT
PLANNING DIVISION

TO: J.C. Woodley, Chair, Environmental Advisory Commission

FROM: Thomas Weitnauer, Chief Planner 
Community Development Department, Planning Division

DATE: February 20, 2015

SUBJECT: Request Commission Member Serve on the Comprehensive Plan Committee

The City of Greenville is preparing to update The City of Greenville's Comprehensive Plan, Horizons. As a prerequisite to this task, staff needs to assemble a Comprehensive Plan Committee and needs your assistance. Staff requests that you select one member from the Environmental Advisory Commission to serve on the Committee. Please take into consideration the commitment of time and the duration of the project. We anticipate having a Committee meeting approximately once every two months through a duration of approximately one year. The Committee member will also serve as a liaison to the Commission and as such, and may provide periodic reports to the Commission.

The 22 member Comprehensive Plan Committee will be comprised of representatives and appointments as follows. Two Committee members from the Planning and Zoning Commission and one representative from each of the following City boards and community partners: 1. Board of Adjustment, 2. Historic Preservation Commission, 3. Bicycle and Pedestrian Commission, 4. East Carolina University, 5. Vidant Hospital, 6. Home Builders Association, 7. Recreation and Parks Commission, 8. Environmental Advisory Commission, 9. Neighborhood Advisory Board, 10. Uptown Greenville, 11. The Committee of 100, 12. Pitt Greenville Chamber of Commerce and 13. Human Relations Council. In addition, the Mayor and City Council members will appoint one member each to serve on the committee for a total Committee composition of 22 persons. City staff members, the Town of Winterville, Pitt County, GUC and the NC-DOT will also be invited to attend and provide needed input into the Horizon Plan update.

Staff will need to know the name of a representative at the March 5, 2015 meeting of the Environmental Advisory Commission.

In advance, thank you very much for taking the time to contact Commission members to solicit their interest and commitment to serve on this vital project. If you have any questions on this request, please contact me at 329-4511 or tweitnauer@greenvillenc.gov.

CC: Amanda Boone, Civil Engineer II, Liaison to the Environmental Advisory Commission

ATTACHMENT C

(List of Commissions for Reporting)

Action: For your information.

EAC

List of Select Boards and Commissions for City of Greenville

Environmental Criteria Score (ECS) = potential negative Environmental Impacts (EI) + Environmental Education (EE) opportunities + Environmental Sustainability (ES) opportunities

1. Community Appearance Commission (Behm)

To promote, encourage, inform, suggest, and solicit improved community appearance on public and private property.

of members 11 **When** 1st Wed @ 5:30 pm **Where** rm 337 City Hall

Environmental Projects/Activities that meet criteria (score)

Neighborhood Improvement Grants-landscape management (ES)

Community Appearance Awards (ES, EE)

Promote Arbor Day, Re-leaf, City-wide cleanups, (ES & EE)

Plantings for Town Commons (ES)

ECS 1-2

2. Greenville Bicycle and Pedestrian Commission (Behm)

To advance Greenville as a bicycle and pedestrian friendly community and to encourage bicycling and walking among its citizens and visitors. To provide advice and recommendations to the Greenville City Council on questions related to bicycle and pedestrian issues.

of members 12 **When** 1st Wed @ 6pm **Where** Council Chambers

Environmental Projects/Activities that meet criteria (score)

Propose bike lanes, sidewalks, trails and other pedestrian corridors (EI)

Greenways updates and signage (EE)

Greenville Transportation Hub (ES)

ECS 1-2

**No 2014 minutes

3. Greenville Utilities Commission (Kimmel)

To supervise and control the management, operation, maintenance, improvement, and extension of public utilities.

of members 8 **When** 3rd Thurs @ 12 pm **Where** Conference rm Greenville Utilities (Green St)

Environmental Projects/Activities that meet criteria (score)

Drinking water intake (ES)

Waste water treatment (EI)

Water conservation (EE)

Natural Gas (EI)

ECS 2

4. Neighborhood Advisory Board (Ames)

Act as a bridge between neighborhood associations and local government to discuss common concerns and advocate for collective solutions.

of members 10 **When** 3rd Thurs @ 6:30 pm **Where** rm 337 City Hall

Environmental Projects/Activities that meet criteria (score)

General EE

ECS 1

5. Planning & Zoning Commission (Burney)

To act in an advisory capacity to conduct planning studies within the City and its extraterritorial areas and to prepare and adopt plans for achieving objectives for future development; to administer and enforce planning and zoning regulations.

of members 12 **When** 3rd Tues @ 6:30 pm **Where** Council Chambers
Environmental Projects/Activities that meet criteria (score)
Horizon Comprehensive Plan (ES)
Future Land Use Map (ES)
ECS 0-1

6. Public Transportation & Parking Commission (Kane)

To investigate, review, and study the transit needs of the citizens of Greenville, on-street public parking policies throughout the city and the parking needs of the Uptown Area.

of members 7 **When** 3rd Wed @ 9:15 am **Where** Public Works Conf. rm
Environmental Projects/Activities that meet criteria (score)
Greenville Transportation Activity Ctr.- Environmental Report (sent to state-NC) (EI)
Parking Deck (EI)
ECS 1-2

7. Recreation & Parks Commission (Woodley)

To promote recreation and develop parks for the citizens of the City.

of members 9 **When** 2nd Wed @ 5:30 pm **Where** Council Chambers
Environmental Projects/Activities that meet criteria (score)
Tar River Legacy Plan (ES, EE)
Town Commons Master Plan (ES, EE)
Greenways (EI, EE)
Tobacco-free Parks (ES)
Community Gardens (EE)
ECS 2-3

8. Redevelopment Commission (Anderson)

To promote redevelopment of the blighted areas within the territorial limits of the City of Greenville in the interest of the public health, safety, morals or welfare of the residents of the City of Greenville.

of members 7 **When** 1st Tues @ 5:30 pm **Where** Council Chambers
Environmental Projects/Activities that meet criteria (score)
Parking Deck (EI)
Town Commons Master Plan (ES)
Tar River Legacy Plan (ES, EE, EI)
Dickinson Corridor Planning (EI)
Imperial Brownfield cleanup/redevelopment (ES)
Go Science Ctr (EE)
ECS 2-3

ATTACHMENT D

(State of the Environment Planning Worksheet)

Action: For your information.

State of the Environment Brainstorming Session

Purpose of Event: *To provide a forum for residents of Greenville/Pitt County area to receive information regarding the health of the environment that they live, work, or play in. This event will also provide an opportunity for organizations or individuals who work on the frontline (addressing environmental issues) to share the data that they have gathered.*

1. Environmental Stakeholders (Greenville/Pitt County)

- a. Citizens of Greenville and/or Pitt County
- b. Greenville government
 - i. Public works
 - ii. Environmental Advisory Commission
 - iii. Parks and Recreation (River Park North)
 - iv. Animal control
- c. Pitt County government
 - i. Animal control
 - ii. Recycling
 - iii. Environmental services
- d. East Carolina University (ECU)
- e. Pitt County Community College (PCCC)
- f. NGOs with Environmental Interest
 - i. Sierra Club
 - ii. PTRF
 - iii. Legacy turtle
 - iv. Relief (tree planting)
- g. Industry
 - i. Greenville Utilities
 - ii. Pharmaceuticals
- h. Medical Community

2. Location of Event

- a. Convention ctr (1 site)
- b. Agriculture bldg. (2 sites)
- c. River Park North (2 sites)

3. Date and Time (April 2016 Earth Day)

4. Budget/Resources

5. Poster Session/Vendor Exhibits-morning/all day

6. Speaker Session-afternoon (1-4 pm)

- a. Water (shed) Quality (1 pm)
- b. Clean Power Plan (1:30 pm)
- c. Alternative Energy Presentation (2 pm)
- d. Animal/Plant Diversity (2:30 pm)
- e. Human Health and the Environment (3 pm)
- f. Waste Disposal/Recycling (3:30 pm)

7. Workshops (1-3 pm)

- a. Workshop for kids (Enviro-scape=Public works; River Park North activity) afternoon
- b. Workshop for adults (water conservation=Greenville utilities)
- c. Workshop for professionals (Greenville Public Works, ECU and/or PCCC)
 - i. Volunteer water quality monitoring
 - ii. Toxic waste disposal including pharmaceuticals
 - iii. Identification of native vs. invasive plants and or animals

8. Program Itinerary

9. Survey

10. Event Task Check List (sample)

- a. Establish planning committee_____
 - i. *Determine first meeting date, time, and location* _____
 - ii. *Establish a lead contact* _____
 - iii. *Brainstorm planning of event with some frame work in mind* _____
- b. Commit to Date and Time
- c. Reserve Facility
 - i. *Contact* _____
 - ii. *Audio/video* _____
 1. *Slide presentation template* _____
 2. *Audio sound check* _____
 - iii. *HA bathrooms* _____
 - iv. *HA parking* _____
 - v. *Spanish interpretation* _____
 - vi. *Other reasonable accommodations needs* _____
 - vii. *Refreshment area* _____
 - viii. *Coffee, cups, cream, sugar, water, cookies, utensils and plates, cooler/refrigerator* _____
 - ix. *Other* _____
- d. Start advertising (1st few brief in order for participants to reserve date)
- e. Start soliciting support (stakeholders willing to donate-time, space, money, other)
- f. Began establishing program leads to
 - i. *Invite vendors/organizations* _____
 - ii. *Invite speakers* _____
 - iii. *Invite workshop participants* _____

11. Milestone Calendar for Completion of Event

ATTACHMENT E

(Recycling Report)

Action: For your information.

Recycling Diversion Rate 2009-2014 (Tonnage)

