



# Agenda

## Greenville City Council

March 5, 2007  
6:00 PM  
City Council Chambers

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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. Consent Agenda**

1. Minutes for the January 27, February 5, and February 8, 2007 City Council meetings
2. Various tax refunds
3. Right-of-way encroachment agreement with R.T. Development to construct a subdivision entrance sign, landscaping, and utilities within a median in the right-of-way of West Darrell Drive
4. Right-of-way encroachment agreement with Roberson Land Development, Inc., to construct a subdivision entrance sign, landscaping, and utilities within a median in the right-of-way of Mill Creek Drive
5. First reading of an ordinance granting a taxicab franchise to Walter Koehl d/b/a Ken's Cab

### **VII. New Business**

6. Presentations by boards and commissions

- a. Affordable Housing Loan Committee
- b. Firemen's Relief Fund Committee

7. Human Relations Council 2007-2011 Strategic Plan
8. Request by the Environmental Advisory Commission for City Council to support the US Mayors' Climate Protection Agreement by declaring Greenville a "Cool City"
9. Request by Pitt County Memorial Hospital for the City to participate in funding of the Highway 43 widening project
10. Increase the housing rehabilitation assistance amount
11. Increase the maximum sales price for the Employee Homebuyer Incentive Program for the University Area
12. Plan to address salary compression issues
13. Authorization for the Police Department to temporarily reclassify a position to the rank and pay of Police Captain
14. Consent for The Ferguson Group to contract with Greenville Utilities Commission for federal lobbying services
15. City of Greenville-East Carolina University Task Force to Study Student-Related Alcohol Issues
16. Washington-Greenville Joint Issues Committee
17. Proposed City of Greenville 2007 Goals

**VIII. Review of March 8, 2007 City Council Agenda**

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

**X. City Manager's Report**

**XI. Closed Session**

- To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, said law rendering the information as privileged or confidential being the Open Meetings Law
- To establish or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a

contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease

- To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body

## **XII. Adjournment**



# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

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- Title of Item:** Minutes for the January 27, February 5, and February 8, 2007 City Council meetings
- Explanation:** The January 27, February 5, and February 8, 2007 City Council minutes have been prepared and are ready for Council consideration.
- Fiscal Note:** None
- Recommendation:** Approval of the January 27, February 5, and February 8, 2007 City Council minutes as presented
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**Attachments / click to download**

- [January 27 2007 City Council Minutes](#)
  - [February 5 2007 City Council Minutes](#)
  - [February 8 2007 City Council Meeting Minutes](#)
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## MINUTES PROPOSED FOR ADOPTION BY CITY COUNCIL

Greenville, NC  
January 27, 2007

The Greenville City Council met in a regular meeting for its annual planning session on the above date at 8:00 AM at Bradford Creek Golf Course, with Mayor Robert D. Parrott presiding. The meeting was called to order, and 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

Council Member Craft made a motion that was seconded by Mayor Pro-Tem Council to amend the agenda to include having prayer at future meetings such as this, and that it may be done by staff, who would contact the City Clerk or City Manager to volunteer. Motion carried unanimously.

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

### BUDGET UPDATE

Director of Financial Services Bernita Demery informed the Council that as of December 31, 2006, revenues were \$3.4 million over expenditures and one percent over budget. Expenditures were 8.7% under budget. The largest single sources of revenues to date are property tax (48%) and sales tax (13%). As of December 31, \$17.1 million in property taxes had been collected out of a budgeted \$23.8 million. The year-to-date figure at mid-year in 2006 was \$16.1 million. Sales tax in the amount of \$4.4 million had been collected as of December 31, 2006, as compared to \$4.2 million as of December 31, 2005. The revenue for the utilities franchise tax as of December 31, 2006 is \$2.3 million, up from \$2.0 million as of December 31, 2005.

Ms. Demery stated that the leading expenditure categories in the 2006-07 budget are the Police Department (31%) and the Public Works Department (22%), followed by the Fire/Rescue Department (19%), Recreation and Parks Department (9%), Information Technology Department (5%), and all other departments (14%). The Police Department had expended 49% of its budget at mid-year; the Public Works Department, 46%; and the Fire/Rescue Department, 46%.

City Manager Bowers reviewed the current Capital Reserve Projects, totaling \$8.1 million, which included:

Parking Deck	\$3,608,620
New Technology for Public Safety	1,748,300
Transportation	1,068,445
Renovation (old) Pepsi Plant	495,060
F/R Land Acquisition	440,000
Restroom at Bradford Soccer	250,000
River Hills Area Annexation	202,942
Police Firing Range	200,000
Open Space for Land Banking	125,153

City Manager Bowers reminded the Council that in June 2006, a two-year budget was prepared by staff and was adopted by Council as a one-year budget and one-year plan, due to the fact that the State requires that a budget be adopted every year. Therefore, the plan considered at that time will become the FY 2007-08 budget. He informed the Council that there is no increase in the \$.56 tax rate proposed in the FY 2007-08 budget. There is a five percent growth in the tax base projected. There is a 20% increase proposed for the refuse fee, which will mean an increase from \$8.00 to \$9.60 for curbside and \$17.00 to \$20.40 for backyard. The appropriated fund balance for FY 2007-08 is \$718,745, which includes \$518,745 to offset the increased debt service and \$200,000 for general contingency. It is projected that the personnel expenses will include a 3% salary market adjustment, the traditional 1.5% market increase, and a 10% health insurance increase. The new positions that have been asked to be included are a Financial Analyst, M/WBE Coordinator, and two transit drivers. The increase in debt service for the 2006 General Obligation Bonds is \$351,359.

City Manager Bowers concluded by informing the Council that the balanced budget will be distributed to City Council on May 2 and presented at the Council meeting on May 7. The public hearing is scheduled for June 11 and the adoption of the final budget is scheduled for June 14.

#### BICYCLE MASTER PLAN UPDATE

Mr. Tom Tysinger, Director of Public Works, reviewed the accomplishments that have occurred since the approval of the 2002 Bicycle Master Plan and responded to questions asked by Council Members.

#### REVIEW OF 2006-2007 GOALS

The Council briefly asked questions about some of the 2006 goals that were established by Council in January 2006.

## DISCUSSION OF 2007-2008 GOALS

The facilitator, Janice Faulkner, led the Council Members through a brainstorming session, which involved the Council Members providing objectives they wished to have added to the 10 2006 goals. The Council was then asked if they had any goals to add to the ten broad goals, and they indicated that they did not. The result of the brainstorming was as follows:

### 2007 CITY COUNCIL GOALS AND OBJECTIVES

#### **1. Form Effective Partnerships**

##### Continued from 2006

(1A) Encourage cooperation and coordination among units of local government in Pitt County

##### 2007

- a) Build partnerships with Board of Education and other educational institutions, governmental agencies, nonprofits, and businesses with focus on youth and family (Rewrite of 2006 goal—1-B) (19 points)
  - Action Item—Create a database of programs for youth
- b) Create more regional relationships (Priority No. 5--23 points)
- c) Increase mutual efforts with higher educational institutions (10 points)
  - Action Item—Annual event
- d) Pursue economic efficiencies through stronger partnerships (Priority No. 4—24 points)

#### **2. Organize City Services to Meet the Needs of the Citizens**

##### Continued from 2006

- (2A) Continue improvements of one-stop permitting
- (2C) Increase recycling to reduce the per capita volume of solid waste being disposed of in landfills

##### 2007

- a) Pursue upgrading of housing market (13 points)
- b) Monitor the efficiency and effectiveness of code enforcement (Priority No. 2—34 points)

#### **3. Increase the Technological Capability of the City**

##### Continued from 2006

- (3A) Consider technology enhancements in other departments

2007

- a) Upgrade technology in public safety (Priority No. 6—22 points)
- b) Continue expansion of access to citywide wireless (Continuance of 2006 goal—3-C) (6 points)
- c) Recognize private businesses with wireless capability (2 points)
  - List those with service
- d) Work with Greenville Utilities Commission on broadband possibilities (11 points)

**4. Develop Understanding and Broader Citizen Participation in City Government**

Continued from 2006

(4A) Continue implementation of Citizens Academy and Youth Council

2007

- a) Expand GTV-9 programming market to citizens (Priority No. 8C—17 points)
- b) Hold an annual City/ECU festival (Priority No. 3---30 points)
  - Encourage broad citizen participation

**5. Enhance Diversity**

Continued from 2006

(5A) Continue efforts to make City government reflect the community we serve  
(5B) Celebrate the diversity of our citizens (Priority No. 8B—17 points)

2007

- a) Work toward an All-Inclusive City in 2007-2008 (Priority No. 1---43 points)

**6. Emphasize the Importance of Neighborhood Stabilization and Revitalization**

Continued from 2006

- (6A) Preserve/prevent deterioration of single-family neighborhoods for more sustainable Communities
  - Employ a person focused on neighborhood improvements by connecting resources and people (5 points)
- (6D) Stay focused on revitalization block-by-block (MLK Jr. Drive)
- (6H) Follow through on plans (i.e., Parks/Recreation Plan, neighborhood parks)
- (6I) Develop a 20-30 year land plan
- (6K) Dispose of excess property



2007

- a) Review and modify the loan program for conversion of rental property to homeownership (Rewording of 2006 Goal (6B) (12 points)
- b) Increase new homes and rehabs in 45-block area by 10% or more by end of 2008 (5 points)
- c) Increase adaptive use of historic properties in redevelopment areas (3 points)
- d) Increase working relationships between code enforcement officials and neighborhood associations and groups (3 points)
- e) Work to encourage partnering with residents in older neighborhoods to preserve and reclaim (with ECU) older housing stock (1 point)
- f) Promote the unique architecture of various neighborhoods (1 point)
- g) Explore the development/creation of a park on City property on NC 33 East (3 points)
- h) Explore development of parks in underserved neighborhoods (9 points)
- i) Continue pursuit of assisted living facility
- j) Monitor and respond to needs of senior citizens and people with disabilities (2 points)
  - Recreation services (non-athletic)

**7. Promote Economic Development in the City**

Continued from 2006

- (7A) Support and advocate investment for a vibrant and prosperous center city
- (7B) Create more downtown residential housing with historic architecture for all income levels
- (7C) Promote opportunities for small and minority businesses and encourage utilization of the minority workforce (9 points)
- (7D) Retain businesses in the redevelopment areas
- (7E) Encourage small business development (7 points)
- (7F) Promote the City to retain and expand business/industry and provide quality jobs

2007

- a) Encourage mixed-income new development (residential) (Priority No. 7---19 points)
- b) Promote and market downtown facility services and resources to students in higher education (4 points)

**8. Provide a Safe Community**

Continued from 2006

- (8B) Become more active in the prevention of juvenile violence in the community (7 points)
- (8C) Strengthen crime prevention efforts by increasing participation in community watch programs (7 points)

- (8D) Improve the efficiency of public safety resources by addressing the police response to false alarms
- (8E) Strengthen preparedness for a major disaster (1 point)

2007

- a) Create and implement community policing policies that increase public contact and improve the perception of the Police Department to reduce crime (policing policies) (Reworded from 2006 (Goal 8A) by adding “to reduce crime (policing policies)” (6 points)
  - Create a Police Explorer Program for youth with funding and scholarships (12 points)

**9. Develop Transportation Initiatives to Meet Community Growth and Ensure a Sustainable Community**

Continued from 2006

- (9A) Improve roads leading into and out of the city (priority No. 8A---17 points)
- (9B) Develop initiatives/programs to reduce urban congestion
- (9C) Promote/lobby for state and federal funding for local transportation improvements (3 points)
  - Build intermodal transportation center
- (9D) Increase GREAT ridership (2 points)
- (9E) Improve and make safer pedestrian crossings throughout Greenville (1 point)

2007

- a) Maximize use of PGV: continue efforts for more commercial service (2 points)
- b) Explore the establishment of a Transit Authority (9 points)
- c) Explore bringing passenger rail back to Greenville (9 points)

**10. Maintain the Financial Stability of the City**

Continued from 2006

- (10A) Improve the format of financial information decision-making (12 points)
- (10B) Determine plans for moving forward on annexations (1 point)

City Manager Bowers stated that this is a road map for the staff. From here, the City Clerk will record the information provided today and objectives will be assigned to the various departments. The departments will then be asked to put action items together for each objectives, some to go beyond a year. This information will then be presented to Council for a March meeting.

REQUEST FOR INFORMATION

Council Member Craft requested that staff find out about the inactive community watch groups and provide the list to City Council, so that each Council Member can check on those in their district.

ADJOURN

Motion was made by Council Member Council and seconded by Council Member Craft to adjourn the meeting at 1:15 p.m. Motion carried unanimously.

Respectfully submitted,

Wanda T. Elks, MMC  
City Clerk

MINUTES PROPOSED FOR ADOPTION BY CITY COUNCIL

Greenville, NC  
February 5, 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 Mildred A. 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  
Wanda T. Elks, City Clerk  
David A. Holec, City Attorney

APPROVAL OF AGENDA

City Manager Bowers introduced the newly selected Director of Recreation and Parks, Gary Fenton, who addressed the Council. Mr. Fenton will begin his employment with the City in March.

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

APPROVAL OF CONSENT AGENDA - APPROVED

Motion was made by Council Member Little and seconded by Council Member Spell to approve all the items under the consent agenda as listed below. Motion carried unanimously.

- 1) Minutes from the January 8 and January 11, 2007 City Council meetings
- 2) Various tax refunds

<u>Name</u>	<u>Reason</u>	<u>Amount</u>
Wes Consulting Group, Ltd.	Prorate taxes on vehicle	\$119.73
Pitt County Tax Collector	Prorate taxes on vehicle	\$320.89
James W. Brewington, Jr.	Prorate taxes on vehicle	\$281.02
Thomas & Karen Chiancone	Prorate taxes on vehicle	\$144.52
Stallings Group Ltd.	Prorate taxes on vehicle	\$231.21
- 3) First reading of an ordinance granting a taxicab franchise to James Sherman d/b/a Dick's Cab

## PRESENTATIONS BY BOARDS AND COMMISSIONS

### Board of Adjustment

Dr. Mulatu Wubneh, Chairman of the Board of Adjustment, explained the role, make-up and powers of the Board of Adjustment. He explained that in 2006, it considered 40 requests (34 special use permits and 6 variances). Typical special use permit applications include child daycare facilities, public and private clubs, gasoline sales, home occupations, fast food restaurants, and auto repair. There are 96 different use options requiring special use approval and those cases naturally take up the bulk of the Board's agenda. Typical variance requests include minor reductions in building setbacks where qualified hardships are found to exist. Board of Adjustment meetings are telecast live on GTV-9. Agendas and minutes are posted on the City's website.

Mayor Parrott thanked Dr. Wubneh and the other members of the Board of Adjustment for their service to the City.

### RESOLUTION IN SUPPORT OF GRANT APPLICATION TO PETSMART CHARITIES ESTABLISHING OFF-LEASH DOG AREA IN SOUTH TAR RIVER GREENWAY AREA - ADOPTED

City Manager Wayne Bowers stated that staff recommends that interested citizens be allowed to make comments on this issue.

Assistant City Manager Thom Moton informed the Council that the project began several months ago with a public input session. An off-leash dog area is a dedicated open space area that permits residents of eligible dogs to run off-leash; whereas such activity would be prohibited by ordinance. Off-lease dog areas provide recreational and social opportunities for residents who own dogs and for dogs to get exercise. Assistant City Manager Moton gave a history of the project as follows:

- June-August 2006—Review of possible grant sources
- September 2006—Survey administered by the Greenville Police Department Animal Control Office seeking community input on needs. Area for dog owners to use identified as top need.
- October-November 2006—Staff research on dog areas.
- December 2006—Off-lease dog area informational meeting announcement published and distributed and meeting with TRUNA President held.
- January 3, 2007—Public Off-Lease Dog Area Informational Meeting held at the Willis Building.
- January 10, 2007—Recreation and Parks Commission meeting at 7:00 p.m. Off-leash dog area on meeting agenda.
- February 5, 2007—City Council meeting. Off-leash dog area public comment period at 6:00 p.m. in City Hall.
- February 23, 2007—Staff's deadline to submit grant application.
- May 2007—Grant applications responses expected by this month, if not sooner.

- TBA—Construction schedule of off-lease dog area greatly depends upon receiving grant funds and amount received.

Mr. Moton informed the Council that some common features of off-lease dog areas include a six foot perimeter fence; double-gated entry; access to water, shade and waste disposal; posted notice of rules; established user rules and policies; property lighting; links to other recreational opportunities; and being accessible by foot and vehicle. The benefits are that they support enforcement of at-large dog prohibition; they can encourage better compliance with pet vaccination, licensing, spay/neuter programs, they provide legal and safer options for dog owners to allow their pets to exercise; they provide another recreational amenity for residents with shared interests and increasingly associated with progressive communities; and they promote better dog health. Several criteria were considered when determining a site. They include that the location not be isolated and that it have a high degree of pedestrian and moderate vehicular traffic for safety reasons; the land should be devoid of structures or hazards and should provide good drainage and relief from the sun; they should keep land acquisitions costs to a minimum and attempt to reuse existing city land; there should be a significant presence of dog owners in the vicinity; there should be existing infrastructure such as street lights, water service, roadway network and parking; and it should have the ability to link/integrate into a larger park setting. An area of 150 feet by 175 feet was originally proposed, and after the January meeting, the public said it needed to be much larger. At the meeting, staff promised it would look at other opportunities. The site being looked at is off of River Drive and includes a 2.85 acre tract that could be completed in phases. The budget for the development of an off-lease dog area would be \$56,485, which would include \$3,000 for land acquisition (City will provide land), \$5,000 for site preparation, \$26,375 for construction, \$3,420 for furnishings, \$16,000 for lighting, and \$2,690 for a 5% contingency.

Mr. Moton concluded by informing the Council that the staff plans to seek funding from several sources, including a \$10,000 grant from PetSmart Charities (applications due February 28), a \$15,000 grant from Hometown Hamburger Helper (applications due February 28), a donation account established by the Recreation and Parks Department in January, and additional funding sources. Staff persons who worked on this included Charles Williams, Interim Director of the Recreation and Parks Department; Tim Langley, Animal Control Supervisor; Cheryl Curtis of the Police Department; and David Brown, City Engineer.

Upon being asked if this received unanimous support from the Recreation and Parks Commission, Mr. Moton stated that there was one member who was opposed but who did not give a reason why.

Upon being asked if the people on Warren Street had been contacted about this, Mr. Moton responded that he wasn't sure but he would check. He also indicated that there will be a buffer so as to not disturb nearby neighbors.

After discussion, motion was made by Council Member Spell and seconded by Council Member Dunn to adopt the resolution supporting the City of Greenville's PetSmart Charities grant application. Motion carried unanimously. (Resolution No. 07-07)

FISCAL YEAR 2008 FEDERAL AGENDA - APPROVED

City Manager Bowers informed the Council that for several weeks, the General Manager of Greenville Utilities, Ron Elks, has been in discussion with the City regarding the possibility of their using The Ferguson Group to represent the Utilities in Washington. The Finance Committee met this afternoon, and after the meeting, Mr. Elks indicated that the Committee is going to recommend to the full board on February 13 entering into a contract with The Ferguson Group. The Ferguson Group considers the City as the primary contact, and if the Greenville Utilities Board approves going forward, the Council will be asked to allow that to occur, and then they will go together to prepare one agenda.

Ms. Melissa Hyman of The Ferguson Group updated the Council on what has been going on in Washington, DC and how the general consensus of the Congress is to reform the way the earmark process works. The reform will most likely require referencing who made the request for funding to make members more accountable. The reform effort will not negatively impact what the City submits. The Ferguson Group is currently in contact with the Congressional delegation and staff, and it appears that there will be funding bills for 2008. Ms. Hyman reviewed the list of projects on the FY 2008 Federal Agenda for the City:

- 1) **Tenth Street Connector (\$5 million).** Funding will be used to complete construction of the Stantonsburg Road-Tenth Street cross-town connector.
- 2) **West Greenville Inter-Generational Center's Employment Training (\$250,000).** Funding will be used for implementation of employment and job training programs for area youth, dislocated workers, and the elderly.
- 3) **Law Enforcement Technology Improvements (\$250,000).** Funding will be used for emergency responder communications.
- 4) **24-Hour Mental Health Intake Center (\$250,000).** Funding will be used to expand mental health services so they will be available whenever needed.
- 5) **West Greenville Revitalization (\$200,000).** Funding will be used to remove blighted structures and to construct recreational amenities, which will revitalize West Greenville.

Ms. Hyman stated that four of those projects are carryovers, and the intergenerational center is a new initiative that was identified by City residents as one of the most important needs of the community. Congress adjourned in December without funding spending bills. When they came back in January, the Democrats said that they would start fresh in 2008. There is still a need for funding of the five projects, and the City's congressional delegation supports them.

City Manager Bowers stated that mental health was a combined project with Pitt County. It is on the agenda this year because the Police Department feels it is important for City operations. The City may approach the County to come up with some of the matching funds if a match is required.

After brief discussion about the funding, motion was made by Council Member Craft and seconded by Council Member Dunn to approve the FY 2008 Federal Agenda. Motion carried unanimously.

ORDINANCE AMENDING TITLE 10, CHAPTER 2, ARTICLE T, "CONTROLLED RESIDENTIAL PARKING AREAS," OF THE CITY CODE OF ORDINANCES TO PERMIT RESIDENTS ON BOTH SIDES OF A STREET WITH CONTROLLED RESIDENTIAL PARKING TO BE ELIGIBLE TO OBTAIN A PARKING PERMIT DECAL - ADOPTED

Mr. David Brown, City Engineer, informed the Council that the Tar River University Neighborhood Association asked staff to modify the City's Controlled Residential Parking Program to enable residents on either side of a street where at least one side of the street has been designated as a "Controlled Residential Parking Area" to be eligible to receive a residential parking permit decal. Under the existing ordinance, only those residents who live on the side of the street that is designated as a controlled residential parking area may obtain a residential parking permit decal. The request was made to provide all residents in these areas with the opportunity for on-street parking. There is an influx of University students parking on the street. The proposed revisions enable residents on either side of a street where at least one side of the street has been designated as a "Controlled Residential Parking Area" to be eligible to receive one residential parking permit decal for each vehicle which is principally operated by the resident. This would allow residents on the other side to park there throughout the entire day. Two areas are north of the University campus. Staff intends to see a minor increase in revenues due to residents having to obtain a permit.

Motion was made by Council Member Dunn and seconded by Council Member Spell to adopt the ordinance amending Title 10, Chapter 2, Article T, of the City Code. Motion carried unanimously. (Ordinance No. 07-13)

TENTH STREET CONNECTOR SUPPLEMENTAL RELOCATION PROGRAM - APPROVED

Mr. Merrill Flood, Director of Community Development, informed the Council that staff was asked to come up with a program to relocate people during the Tenth Street Connector relocation process. It was felt that there were some residents that wanted to remain in the neighborhood. Staff had a meeting with the Department of Transportation in August to look at this and other programs. Durham developed an area for residents that were relocated as a result of road widening. Land will be provided by the City of Greenville in the Fleming, Hudson, Vanderbilt and Bancroft areas of West Greenville in the form of deferred loans that will be secured by a deed of trust and promissory note for a period of five years. Assistance will be made available under three categories—land for home relocation, land for new home construction, and homebuyer assistance. Staff has acquired several properties in the Vanderbilt/Bancroft area and are making the lots 6000 square feet or larger for those residents who wish to remain in the neighborhood. That property would be provided for home relocation, and the homeowners would work with the Department of Transportation for the house to be relocated. If the person desired to have a new house, they would work through the City's program. There would be no cost to the owners, and residents would be eligible for homebuyer assistance through homebuyer assistance programs. The design is to do a better job of making sure people are whole after relocation near their neighborhood. This program has been discussed with a number of residents, and they are fairly supportive of the program. Programs such as this have made a difference in



places that have gone through similar efforts. This would be for people moving into West Greenville, for people to say they are making it their community.

Motion was made by Council Member Craft and seconded by Council Member Little to approve the Tenth Street Connector Relocation Program to provide land for home relocation, land for new construction, and homebuyer assistance under the terms outlined and grant staff permission to implement once the Tenth Street Connector corridor has been identified. Motion carried unanimously.

ORDINANCE AMENDING MANUAL OF FEES TO INCREASE OFF-DUTY RATE OF PAY FOR GREENVILLE POLICE DEPARTMENT - ADOPTED

Chief of Police William Anderson informed the Council that this ordinance increases the rate of pay for police officers working off-duty. Currently, the charge to a business is \$25 per hour for weekends and \$18 for weekdays, and the request is to change that to \$30 for both, which is comparable to the Sheriff's Department. The department currently has 15 regular and 8 seasonal businesses they work with. Notices have been sent to those businesses and the Department has received no negative response with the exception of one. Included in the \$30 is a \$3 administrative fee that covers the cost of administering the program. If approved, the new rate would be effective March 1, 2007.

Motion was made by Council Member Craft and seconded by Council Member Dunn to adopt the ordinance amending the Manual of Fees to increase the off-duty rate for the Greenville Police Department to \$30 an hour for all hours and to keep the administrative fee at \$3 per hour, effective March 1, 2007. Motion carried unanimously. (Ordinance No. 07-14)

ORDINANCE AUTHORIZING POLICE DEPARTMENT TO IMPLEMENT AN AUXILIARY POLICE OFFICER PROGRAM - ADOPTED

Chief of Police William Anderson informed the Council that the Police Department does not currently utilize reserve officers to supplement the full-time force. This is a proposal to have retired officers as reserve officers for special events. It is estimated that the program would cost \$3000 per person the initial year for uniforms and equipment if the officer comes to the program from outside the department. The current plan is to utilize recently retired officers who have expressed an interest in the program, which would lessen the costs for uniform and equipment. The persons would not be compensated unless the City Manager approved it. The auxiliary officers would only be used in situations where they would be brought in for extended periods, and they would be required to work 16 hours per month. The main cost savings would be in overtime. Chief Anderson recommended that the Council adopt the proposed ordinance granting the authority to start a Reserve Police Unit of up to 10 officers.

Motion was made by Council Member Little and seconded by Council Member Spell to adopt the ordinance granting the Chief of Police the authority to start a Reserve Police Unit of up to 10 officers. Motion carried unanimously. (Ordinance No. 07-15)

MEMORANDUM OF AGREEMENT WITH PITT COMMUNITY COLLEGE FOR USE OF PUBLIC SAFETY TRAINING CENTER - APPROVED

City Manager Wayne Bowers informed the Council that several years ago, the Council appropriated just over \$200,000 for a police firing range. Some of the funds have been spent over the years for firing range related expenses. On December 14, 2006, the City Council amended the amount available to \$200,000. During 2006, Pitt Community College opened a firing range at the College's Public Safety Training Center located north of the City on Highway 11. Representatives of the Greenville Police Department participated in the planning for this firing range. Since its opening, the facility has been made available on a regular basis to the members of the Greenville Police Department. Instead of continuing with plans to build a separate firing range, staff recommends that the City Council contribute the \$200,000 to Pitt Community College in exchange for a commitment that the Greenville Police Department can use the firing range located at Pitt Community College's Public Safety Training Center. The memorandum of agreement between the City and Pitt Community College provides representation for the City on the Public Safety Training Center Committee and commits that the Police Department will have the same priority status in scheduling and use of the facilities as enjoyed by other governmental entities in Pitt County and the City shall not be required to pay any facility, range or usage fees for use of the facilities. The \$200,000 contribution is available in the Capital Reserve Fund. The Pitt Community College Board has approved the agreement.

Motion was made by Council Member Dunn and seconded by Mayor Pro-Tem Council to approve the memorandum of agreement with Pitt Community College for use of the Public Safety Training Center. Motion carried unanimously. (Contract No. 1571)

PAINT SCHEME FOR NEW FIRE APPARATUS

Chief of Fire/Rescue Mike Burton reminded the Council that in December, it approved the purchase of a new fire engine from Triad Fire Equipment. The engine will be assigned to Fire/Rescue Station #1, where it will serve East Carolina University on a regular basis. Approval is being sought to have the engine painted in an East Carolina University paint scheme, with the bulk of the body being purple, along with retro-reflective gold accent striping, and predominantly displaying Greenville Fire/Rescue. Since all other fire apparatus is painted traditional Fire Department red, City Council approval of this change is being required.

Motion was made by Council Member Dunn and seconded by Council Member Craft to approve the paint scheme request for the new fire apparatus. Motion carried unanimously.

REVIEW OF FEBRUARY 8, 2007 CITY COUNCIL AGENDA

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

City Manager Bowers reported that a request had been received to withdraw Item #4, Ordinance (requested by DVML, LLC) to rezone 23.588 acres located 1,845+ feet south of Greenville Boulevard, 2,560+ feet west of Memorial Drive, 205+ feet north of Thomas Langston Road, and

east of the Providence Place Subdivision, from R6A (Residential [Medium Density Multi-Family]) to R6 (Residential [High Density Multi-Family]).

Motion was made by Mayor Pro-Tem Council and seconded by Council Member Spell to accept the withdrawal of the request by DVML, LLC to rezone property located south of Greenville Boulevard, west of Memorial Drive, north of Thomas Langston Road and east of the Providence Place Subdivision from R6A to R6. Motion carried unanimously.

#### COMMENTS FROM MAYOR AND CITY COUNCIL

Council Member Spell expressed appreciation to Janice Faulkner for helping with the Planning Session.

Mayor Pro-Tem Council stated that February is African-American History Month, and she hopes the youth learn a lot this month.

Council Member Craft congratulated Renee Arrington for receiving the Chamber's Citizen of the Year Award.

Council Member Dunn stated that the Best-Irons Humanitarian Banquet will be held on February 24 at 7:00 p.m. at the Hilton. The speaker will be Reverend Barber, the State President of the NAACP.

Council Member Glover commended Chief Burton and the Greenville Fire/Rescue Department for the outreach and compassion to help a fellow firefighter from another City. The things they did were touching and the department went beyond the call of duty.

Mayor Parrott dittoed the comments of Council Member Glover and asked the Chief to thank the people involved. The Council appreciates that and encourages other departments to help out in similar situations, as well.

Mayor Parrott stated that Council Member Craft went to Washington, DC to see the President and got back okay. He expressed appreciation for Council Member Craft's representing Greenville in Washington, DC.

#### CITY MANAGER'S REPORT

##### City Manager's Goals and Performance Objectives for 2007

City Manager Bowers submitted his goals and performance objectives for 2007. They were as follows:

1. Continue to facilitate the work of the joint Greenville/Winterville/GUC Committee.
2. Coordinate with the City of Washington City Manager to facilitate meetings of the Washington-Greenville Committee.
3. Monitor the Airport Economic Stimulus Plan Agreement with the Airport Authority.

4. Monitor the redevelopment efforts for the 45-Block Revitalization Program and provide regular status updates to the City Council.
5. In consultation with The Ferguson Group, develop a FY 2008 federal agenda.
6. Work with the Police Chief to develop a strategy and specific programs to further expand community policing efforts.
7. Complete the Recreation and Parks Director hiring process by February 1, 2007.
8. In coordination with ECU, lease all space in the former St. Gabriel's Church property by April 1, 2007.
9. Complete move to the renovated Municipal Building by March 30, 2007 and insure that project is constructed within budget.
10. Present to the City Council by May 7, 2007 proposed adjustments to the FY 2007-2008 financial plan as part of the two-year budget process.
11. Monitor the transition to the state cable television franchise process and insure that the City receives all cable television related funds due from the state.
12. Complete installation of the Uptown wi-fi network by June 1, 2007.
13. Complete the annexation process for the River Hills Subdivision located on Highway 33 by June 30, 2007.
14. Monitor progress on the design of the South Tar River Greenway Project with construction to start by July 1, 2007.
15. Working with the Redevelopment Commission, try to attract a residential condominium project to the downtown area.

Motion was made by Council Member Craft and seconded by Council Member Little to approve the City Manager Goals and Objectives for 2007. Motion carried unanimously.

February 19, 2007 City Council Meeting

City Manager Bowers stated that he has no items for the February 19, 2007 meeting and will recommend that it be cancelled if nothing comes up.

ADJOURN

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

Respectfully submitted,

Wanda T. Elks, MMC  
City Clerk

MINUTES PROPOSED FOR ADOPTION BY CITY COUNCIL

Greenville, NC  
February 8, 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 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 Council Member Dunn and seconded by Council Member Little to approve the agenda. Motion carried unanimously.

SPECIAL RECOGNITIONS

Captain Leonard Sawyer was presented with a plaque upon his retirement with 31 years of service in the Fire/Rescue Department.

Captain R. S. Sawyer was presented with a plaque upon his retirement with 24 years of service in the Police Department.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Affordable Housing Loan Committee

Motion was made by Council Member Glover and seconded by Council Member Little to reappoint Dallas Taylor and John Tulloss to first three year terms expiring February 2010. Motion carried unanimously.

Police Community Relations Committee

Council Member Dunn informed the Council that she will have an appointment to announce in March.

ORDINANCE AMENDNG CHAPTER 7 OF TITLE 11 OF THE GREENVILLE CITY CODE,  
SAID CHAPTER BEING ENTITLED POLICE-INITIATED TOW SERVICE OPERATIONS  
- ADOPTED

City Manager Wayne Bowers reported that a public hearing was conducted on the proposed revisions to the police-initiated tow ordinance on January 11, 2007. As a result of public comments and comments from Council, the ordinance was returned to staff for further review and clarification and to address the questions posed by Council.

Assistant City Attorney Little stated that at the January 11 meeting, Council asked staff to look at co-mingled businesses. Inspections have been completed, and the tow operators in compliance and those not in compliance were notified by letter. The tow operators met with the staff and the revisions to the ordinance are before the Council. The proposal was also sent to the Tow Operators Committee that has been meeting with staff to work out other issues earlier. Corporal Haddock was asked to invite all tow operators and about 50% were present. They looked at the provisions that had been revised. What staff recommended was a 60-day grandfathering provision with an effective date of March 1 for those not in compliance. This would provide for a fair and equal chance to receive rotational calls. The vast majority of those in attendance were affected specifically by co-mingling provisions. Only one operator present was willing to discuss the grandfathering provision. Once the meeting was over, the consensus was that they requested a permanent grandfathering provision for those currently on the list. After that one-hour meeting, Mr. Little presented the information to staff. After much discussion, staff determined that if only one tow operator was willing to come forward and discuss something other than a complete grandfathering clause, staff would not oppose the consensus of the co-operators at the meeting that requested that tow operators be grandfathered. He recommended that the Council adopt the motion and include the clause which provides for permanent grandfathering if Council passes it. The last item they were asked to address was to look at how the City compares to the North Carolina Highway Patrol, and the proposals presented were substantially similar. He went through it detail by detail, and it was more akin to the regulations of the Highway Patrol than he originally thought. Again, staff does not object to the proposal that there be a grandfathering clause if Council decides it would like to have permanent grandfathering provisions.

City Attorney Holec stated that staff is taking a no objection position. The City's initial position as far as wanting to give them time to comply and not having permanent grandfathering was when staff understood that other persons on the rotation list thought it was unfair. Based on the information recently received from the tow operators, that feedback is no longer being given. This grandfathering position is only toward separation of business requirements; other provisions will apply. If they are ever off the rotation list, they will have to comply. City Attorney Holec further stated that the additional clause contains a provision that "Further no tow operator, whether conforming or nonconforming, may refer, forward, cover or intercept any rotational call

as provided by this chapter”. That business has to handle the call; it cannot be referred to the other business.

Upon being asked why this originally came to Council, Assistant City Attorney Little stated that it began with addressing fees and updating the provisions to be in line with the changed State regulations. At that time, staff was told that some people objected to the co-mingling, and now that doesn't seem to be the case.

Motion was made by Council Member Dunn and seconded by Council Member Little to adopt the ordinance amending Title 11, Chapter 7, of the Greenville City Code with a full grandfather provision with no change to the maximum number of tow operators on the rotation list. Motion carried unanimously. (Ordinance No. 07-16)

ORDINANCE ESTABLISHING A TAXICAB FRANCHISE FOR JAMES E. SHERMAN D/B/A DICK'S CAB COMPANY - ADOPTED

City Manager Bowers stated that notice of public hearing was advertised in The Daily Reflector on January 29, 2007 setting this time, date and place for a public hearing and second reading of an ordinance establishing a taxicab franchise for James E. Sherman d/b/a Dick's Cab Company. The first reading of the ordinance was on February 5, 2007. Notices were mailed to all taxicab and limousine franchisees on January 29, 2007. Staff recommends approval of the request.

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

Mr. James Sherman informed the Council that he wants his own franchise, because he can't afford to pay the \$200 per week lease to the company he is driving for.

Mr. Willie Lee Moore, owner of Willie's Body Shop, stated that he has given Mr. Sherman office and parking space for his taxicab business.

Mr. Sam Harrell commended Mr. Sherman on his reliability as a taxi driver. He provided examples of how Mr. Sherman had helped him with transportation.

Mr. David Hammond stated that a minister was picked up from the airport and taken to the Hilton. On his return to the airport, Mr. Sherman was the driver and charged \$4 less than the person who took him to the Hilton. Mr. Sherman gave the man \$4 back out of his own pocket.

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

Motion was made by Council Member Little and seconded by Council Member Dunn to adopt the ordinance establishing a taxicab franchise for James E. Sherman d/b/a Dick's Cab Company. Motion carried unanimously. (Ordinance Nos. 07-17)

ORDINANCE REZONING HODGE AND MORRIS, LLC PROPERTY LOCATED SOUTH OF WOODRIDGE COMMERCIAL/INDUSTRIAL PARK, WEST OF THE ALLEN RIDGE SUBDIVISION, AND NORTH OF THE TEAKWOOD SUBDIVISION FROM OR TO R9S - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on January 29 and February 5, 2007 setting this time, date and place for a public hearing to consider a request by Bartlett Engineering and Surveying, PC, to rezone the Hodge and Morris, LLC property containing 33.6 acres located 700+ feet south of Woodridge Commercial/Industrial Park, west of the Allen Ridge Subdivision, and north of the Teakwood Subdivision from OR to R9S. The Planning and Zoning Commission, at its January 16, 2007 meeting, voted to approve the request.

Mr. Harry Hamilton, Chief Planner, delineated the property on a map and explained the request. He stated that the request is in compliance with the Comprehensive Plan.

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

Mr. Robert Bartlett of Bartlett Engineering was present to answer questions.

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

Motion was made by Mayor Pro-Tem Council and seconded by Council Member Dunn to adopt the ordinance rezoning 33.6 acres located 700+ feet south of Woodridge Commercial/Industrial Park, west of the Allen Ridge Subdivision, and north of the Teakwood Subdivision from OR to R9S. Motion carried unanimously. (Ordinance No. 07-18)

ORDINANCE REZONING COLUMBIA RIM CORPORATION PROPERTY C/O MR. JEFF HARRIS LOCATED EAST OF THE INTERSECTION OF FROG LEVEL ROAD AND DAVENPORT FARM ROAD, SOUTH OF THE AUGUSTA TRAILS SUBDIVISION, WEST OF THOMAS LANGSTON ROAD, AND NORTH OF DAVENPORT FARM ROAD BEING A PORTION OF THE EMERALD PARK SUBDIVISION FROM R6 AND R6S TO R6A, R6S AND R9S - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on January 29 and February 5, 2007 setting this time, date and place for a public hearing to consider a request by Columbia RIM Corporation c/o Mr. Jeff Harris to rezone 2.6888 acres located 960± feet east of the intersection of Frog Level Road and Davenport Farm Road, south of the Augusta Trails Subdivision, 1,915± feet west of Thomas Langston Road, and 195± feet north of Davenport Farm Road being a portion of the Emerald Park Subdivision from R6, and R6S to R6A, R6S and R9S. The Planning and Zoning Commission, at its January 16, 2007 meeting, voted to approve the request.

Mr. Harry Hamilton, Chief Planner, delineated the property on a map and explained the request.

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 rezoning 2.6888 acres located 960± feet east of the intersection of Frog Level Road and Davenport Farm Road, south of the Augusta Trails Subdivision, 1,915± feet west of Thomas Langston Road, and 195± feet north of Davenport Farm Road being a portion of the Emerald Park Subdivision from R6A, R6S to R6A, R6S and R9S. Motion carried unanimously. (Ordinance No. 07-19)

ORDINANCE REQUESTED BY THE COMMUNITY DEVELOPMENT DEPARTMENT TO ZONE PROPERTY LOCATED NORTH OF EAST TENTH STREET, ALONG THE SOUTHERN RIGHT-OF-WAY OF SUNNY SIDE ROAD, AND EAST OF THE RIVER HILLS SUBDIVISION FROM GI AND RR TO RA20 - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on January 29 and February 5, 2007 setting this time, date and place for a public hearing to consider a request by the Community Development Department to zone 604.4± acres located 1,540± feet north of East Tenth Street, along the southern right-of-way of Sunnyside Road, and east of the River Hills Subdivision from GI and RR to RA20. The Planning and Zoning Commission, at its January 16, 2007 meeting, voted to approve the request.

Mr. Harry Hamilton, Chief Planner, delineated the property on a map and explained the request. He stated that it is in compliance with the Comprehensive Plan.

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

Mr. Donald stated that he is in favor of RA-20 for the City-owned property. He presented a petition containing 2600 residents who are in favor of a park at this location.

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 zoning 604.4± located 1,540± feet north of East Tenth Street, along the southern right-of-way of Sunnyside Road, and east of the River Hills Subdivision from GI and RR to RA20. Motion carried unanimously. (Ordinance No. 07-20)

ORDINANCE REZONING V-SLEW, LLC, PROPERTY LOCATED ALONG THE NORTHERN RIGHT-OF-WAY OF NC HIGHWAY 33 EAST, EAST OF THE INTERSECTION OF NC HIGHWAY 33 EAST AND PORTERTOWN ROAD, AND WEST OF THE INTERSECTION OF NC HIGHWAY 33 EAST AND L. T. HARDEE ROAD FROM RA20 AND RR TO OR, R6A AND RA20 – DENIED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on January 29 and February 5, 2007 setting this time, date and place for a public hearing to consider a request by V-SLEW, LLC to rezone 101.179 acres located along the northern right-of-way of NC Highway 33 East, 820± feet east of the intersection of NC Highway 33 East and Portertown Road, and 1,350± feet west of the intersection of NC Highway 33 East

and L. T. Hardee Road from RA20 and RR to OR, R6A and RA20. The Planning and Zoning Commission, at its January 16, 2007 meeting, voted to approve the request.

Mr. Harry Hamilton, Chief Planner, delineated the property on a map and stated that Tract 1 is adjacent to Highway 33. The property extends over one mile deep and is narrow. The last 1600 feet of property is within the floodway, so no development would be possible within that area. A portion of the property is located outside the City's jurisdiction and is the subject of an annexation that is being considered tonight. There are a couple of mobile home parks in the area, and it is anticipated that the property they are located on will be redeveloped in the future. The property closest to NC 33 is zoned for residential or office use. The Synagogue is in front of the property. Most of the property developed multi-family in this area is located to the west. NC 33 is a gateway corridor, so it is anticipated that there will be higher intensity uses along NC 33. The office zone does allow office and high density residential uses. Tract 1, located near the highway, is proposed for OR and could potentially yield 209 multi-family units at 14 per acre, with a maximum of 254. Tract 2, which is to the north of that, could yield 208 multi-family units at 8 per acre, with 234 at maximum density. It is anticipated that Tract 3, which is the largest tract, will yield 109 single-family units. Adding those together would yield 526 units or a maximum of 597. That type of development could generate about 4000 trips, 2400 more than the existing zoning. In staff's opinion, 45 acres of multi-family is excessive and not the intent of the Land Use Plan. Tract 3, which is requested for RA-20, is in compliance with the Land Use Plan. Tracts 1 and 2 are in excess of the intent. If Council determines that multi-family development is appropriate, staff recommends not more than 10 acres of multi-family adjacent to the highway, which would yield 126 units at 14 per acre and some type of single-family zoning on the interior, which would allow 108 single-family. If compared to River Hills, there are about 160 lots in Riverhills, which is the intent of the Plan. OR zoning is not recommended along the Highway. Strictly office zoning would be appropriate with the existing depth.

Upon being asked what staff's recommendation would be, Mr. Hamilton responded that the scale of the OR and R6A is much more than staff feels the Land Use Plan recommends. With the mobile home parks in the area, it is anticipated that those properties will be rezoned, too, intensifying the amount of multi-family in the area. If Council determines that multi-family, which is just one of the options, is not appropriate, it can put office zoning there. Office zoning the depth of the Church property on either side of the entrance road would be appropriate. However, there should be no more than 10 acres of any type of multi-family option zoning.

Upon being asked if the Council can put an alternative out there, City Attorney Holec replied that it could, if the alternative is less intensive than was advertised. The Planning and Zoning Commission recommended approval of this request, acknowledging that it is a variance to the Comprehensive Plan.

Upon being asked the recommendation of the Planning and Zoning Commission, Mr. Hamilton responded that they approved the request, but when they made the recommendation, they acknowledged that it was a variance to the recommended Plan.

Mr. Hamilton was asked to describe how this would look in relation to Sterling University, and he stated that Sterling University is zoned R6A, and the least dense portion of this request is

R6A. This request also has an OR request, which is higher density, which includes 17 acres in the front.

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

Mr. Mike Baldwin stated that this request meets the general intent of the Land Use Plan if one looks at it in whole. There are a lot of areas of environmental concern with the wetlands. The average trips per day on the road are less than the road was designed to carry. There were some issues with the Church on drainage. The development of the property will help that, because there will be an internal drainage system and other guidelines to be met because the property is in the Tar-Pamlico River Basin. The Church is not immediately adjacent to the property; there is City property between the two. There is a mobile home park and commercial property to the right that will not be impacted by this development. There is also a Food Lion along with other uses in the area that would not be negatively impacted by this development, but that would further accommodate the development of the property. The developers have reached an agreement with Greenville Utilities for installation and cost sharing of a pump station, which will open up this area for development. There are about 10 churches with multi-family properties beside of them. Mr. Baldwin concluded by stating that he didn't see anything with the rezoning request that would affect the health, safety and welfare of the people living in that area. The request meets the criteria required for granting a rezoning request, and there were only two negative votes at the Planning and Zoning Commission. Bufferyard C would be required between the multi-family development and the park property.

Ms. Samantha Pilot, President of Bay't Shalom, stated that the congregation has some concerns about the development of the property, as there is no large piece of property between it and the Church. There is a right-of-way that is used for a parking lot. Even though there are several churches adjacent to multi-family developments, they have more of a buffer. The proposed development will create traffic and possible floodwater issues. The property is wet. The Church has a growing congregation with a lot of children, and the congregation doesn't want to be infringed on by people living there. There will be some overflow of people coming over, whether intentional or not. Ms. Pilot stated that the last information she has is that the City has not seen any preliminary plat, so it is not fair to comment on this at this point. The biggest concerns of the Church are the buffer, traffic and water. There is a lot of development going on within  $\frac{3}{4}$  mile of the Church and there are five places for sale or under construction. She asked that the Council consider the Church's point of view as it plans to be there for a long time and is concerned about what is going on around them.

Upon being asked if she had discussed with the congregation what type of development wouldn't be a concern, Ms. Pilot responded that they would prefer to see office-type development there.

Dr. George Klein reinforced the City's position, stating that the City has gone to great lengths to plan growth. He was dismayed to see that the Planning and Zoning Commission ignored it completely and that all the work and thought that went into it was discarded. He expressed that the development being proposing in that first section is six times more than anything else on the road. When the developers bought the property, they knew all the property could not be used. A lot of the things brought up seem industry-oriented but not people friendly. There is a total of three feet difference in the slope of their property and that of the Church. It is going to all be

asphalt and water. The developers will do all that is necessary to meet Code, but that won't stop water from coming into the backyard and making it unusable for the children. Dr. Klein concluded by asking the Council not to throw the Comprehensive Plan aside because someone wants to make a few more dollars.

There being no further comments, the public hearing was closed

Mr. Hamilton was asked about the bufferyard that would be required, and he responded that when multi-family developments are beside of an institutional use, Bufferyard B is required. Bufferyard B would be anywhere from four to ten feet in width. Where there is multi-family adjacent to single-family, Bufferyard C is required, which involves a screen with a 10-foot wide separation, three large evergreen trees, four small trees and sixteen shrubs to every 100 linear foot of common boundary to form a visual barrier. Staff recommended denial of the request as originally proposed.

Upon being asked about following the Land Use Plan, Mr. Hamilton stated that the requested OR and R6A combined is 45 acres and ½ mile deep, which is in excess of what the intent of the Plan was. When open public meetings were held with the residents of Riverhills, they expressed concern about the type of development that might happen in proximity to them. Staff advised the residents that, in their opinion, that was not the case. The scale of multi-family is what is not in compliance with the intent of the Plan. Staff believes that more than 10 acres is in compliance with the plan, not 45 with 1/2 mile deep. The mobile home parks consist of two fairly large portions of land that extend a good distance from the road that could likely be developed as multi-family if this is approved.

Upon being asked to clarify the drainage issue, Mr. David Brown, City Engineer, confirmed that the City has a Stormwater Management Plan in place. Under those requirements, any new development has to meet the regulations in place. Because there is not a site plan, staff does not know what best management practice would be put in place at this time. However, when a site plan does come in and it goes through the review process, the City requires that they provide the appropriate attenuation for the development and the appropriate best management practice to address the nutrient reduction. That is done at the time of the site plan or construction plan. Staff looks at how stormwater is flowing and makes sure that appropriate measures are put in place. Staff cannot make an assumption prior to the rezoning.

Upon being asked if it would create any additional drainage issue on surrounding properties, Mr. Brown responded that it would not.

Motion was made by Council Member Spell and seconded by Council Member Dunn to deny the request to amend the zoning and to make a finding and determination that the denial of the amendment is consistent with the adopted Comprehensive Plan and that the denial of the amendment is reasonable and in the public interest due to the denial being consistent with the Comprehensive Plan and, as a result, the denial furthers the goals and objectives of the Comprehensive Plan.

Council Member Little pointed out that it does have a transitioning effect that is part of the Lane Use Plan. The road is at less than ½ capacity and studies show it can take care of additional traffic. The Land Use Plan does change in this area.

There being no further comments, the motion to deny the request was voted on and carried with a vote of 4:3. (Mayor Parrott, Mayor Pro-Tem Council, Council Member Spell and Council Member Dunn voted in favor of the motion. Council Members Glover, Craft and Little voted in opposition.)

Mayor Parrott stated that he could support the request if the developers can get with the people on density.

ORDINANCE ANNEXING V-SLEW, LLC PROPERTY LOCATED NORTH OF NC HIGHWAY 33 AND EAST OF ROLLING MEADOWS SUBDIVISION - CONTINUED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on January 29, 2007 setting this time, date and place for a public hearing to consider a request by V-SLEW, LLC to annex 67.389 acres located north of NC Highway 33 and east of Rolling Meadows Subdivision. This is a contiguous annexation.

Mr. Merrill Flood, Director of Community Development, delineated the property on a map and stated that the property is located in Voting District 3. The property is currently vacant and without the rezoning being approved, based on County standards, there are 93 units possible, creating housing for 247, with 31 being minority.

City Attorney Holec questioned whether the Council may wish to give the owners an opportunity to continue the annexation request because of the denial of the rezoning request.

Mr. Mike Baldwin, representing the petitioner, requested that this be continued so it would be hand-in-hand with the rezoning.

Motion was made by Council Member Little and seconded by Council Member Dunn to continue the request by V-SLEW, LLC to annex 67.389 acres located north of NC Highway 33 and east of Rolling Meadows Subdivision. Motion carried unanimously.

ORDINANCE ANNEXING PHILIP E. CARROLL PROPERTY LOCATED EAST OF US HIGHWAY 264 BYPASS AND WEST OF BOSTIC DRIVE - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on January 29, 2007 setting this time, date and place for a public hearing to consider a request by Philip E. Carroll to annex 8.6292 acres located east of US Highway 264 Bypass and west of Bostic Drive. This is a noncontiguous annexation.

Mr. Merrill Flood, Director of Community Development, delineated the property on a map and stated that the property is located in Voting District 1. The property is currently vacant and the proposed use is for 50,000 square feet of commercial development on multiple lots. 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 Craft and seconded by Council Member Dunn to adopt the ordinance annexing 8.6292 acres located east of US Highway 264 Bypass and west of Bostic Drive. Motion carried unanimously. (Ordinance No. 07-21)

ORDINANCE ANNEXING COVENGTON DOWN, LOT 9, BLOCK G, LOCATED NORTH OF FIRE TOWER ROAD AND WEST OF ARLINGTON BOULEVARD - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on January 29, 2007 setting this time, date and place for a public hearing to consider a request by the Covengton Group, LTD to annex 1.65 acres located north of Fire Tower Road and 210± west of Arlington Boulevard. This is a contiguous annexation.

Mr. Merrill Flood, Director of Community Development, 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 a 9,000 square foot commercial building. 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 Craft and seconded by Council Member Little to adopt the ordinance annexing Covengton Downe, Lot 9, Block G, containing 1.65 acres located north of Fire Tower Road and 210± west of Arlington Boulevard. Motion carried unanimously. (Ordinance No. 07-22)

ORDINANCE ANNEXING EMERALD PARK, PHASE 1, SECTION 1, LOCATED WEST OF THOMAS LANGSTON ROAD AND NORTH OF DAVENPORT FARM ROAD - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on January 29, 2007 setting this time, date and place for a public hearing to consider a request by Columbia RIM Construction, Inc. c/o Mr. Mike DeFrees to annex Emerald Park, Phase 1, Section 1, containing 22.1072 acres located west of Thomas Langston Road and north of Davenport Farm Road. This is a noncontiguous annexation.

Mr. Merrill Flood, Director of Community Development, 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 for 37 single family homes. The current population is 0, and the anticipated population at full development is 65 with 21 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 Emerald Park, Phase 1, Section 1, containing 22.1072 acres located west of Thomas Langston Road and north of Davenport Farm Road. Motion carried unanimously. (Ordinance No. 07-23)

ORDINANCE ANNEXING PITT COUNTY BOARD OF EDUCATION, SOUTHWEST ELEMENTARY SCHOOL SITE, LOCATED WEST OF THOMAS LANGSTON ROAD AND LANGSTON FARMS SUBDIVISION AND NORTH OF SAVANNAH PLACE SUBDIVISION - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on January 29, 2007 setting this time, date and place for a public hearing to consider a request by Ms. Maxine Speight to annex Pitt County Board of Education, Southwest Elementary School Site, containing 29.328 acres located west of Thomas Langston Road and Langston Farms Subdivision and north of Savannah Place Subdivision. This is a contiguous annexation.

Mr. Merrill Flood, Director of Community Development, 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 for an 85,976 square foot elementary school. 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 Mayor Pro-Tem Council and seconded by Council Member Dunn to adopt the ordinance annexing Pitt County Board of Education, Southwest Elementary School Site, containing 29.328 acres located west of Thomas Langston Road and Langston Farms Subdivisions and north of Savannah Place Subdivision. Motion carried unanimously. (Ordinance No. 07-24)

ORDINANCE (REQUESTED BY GARRIS EVANS LUMBER COMPANY) AMENDING THE CDF (COMMERICAL DOWNTOWN FRINGE) DISTRICT TABLE OF USES TO INCLUDE "BUILDING SUPPLY; LUMBER AND MATERIAL SALES, PLUMBING AND/OR ELECTRICAL SUPPLY INCLUDING OUTSIDE STORAGE" AS A SPECIAL USE - ADOPTED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on January 29 and February 5, 2007 setting this time, date and place for a public hearing to consider a request by Garris Evans Lumber Company to amend the CDF District Table of Uses to include "Building supply; lumber and material sales, plumbing and/or electrical supply including outside storage" as a special use. The Planning and Zoning Commission, at its January 16, 2007 meeting, voted to approve the request.

Chief Planner Harry Hamilton displayed maps showing where building supply facilities could be located and stated that building supply of any type is subject to Bufferyard E screening requirements, which are fairly restrictive. Garris Evans is the only building supply store in the CDF zoning district. Because of the criteria, it is not likely that another building supply facility

will locate in the downtown area. If Garris Evans or any other building supply decided to have outside storage, this would apply with a special use permit from the Board of Adjustment. The Board of Adjustment could apply other screening or standards. Staff has no objection to the request.

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

Mr. Fred Mattox, representing Garris Evans, was present to answer questions.

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

Motion was made by Council Member Dunn and seconded by Council Member Glover to adopt the ordinance amending the CDF District Table of Uses to include “Building supply; lumber and material sales, plumbing and/or electrical supply including outside storage” as a special use. Motion carried unanimously. (Ordinance No. 07-25)

PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIP ANNUAL PLAN FOR FISCAL YEAR 2007-2008 - APPROVED

City Manager Wayne Bowers reported that a notice of public hearing was published in The Daily Reflector on January 29 and February 5, 2007 setting this time, date and place for a public hearing to discuss proposed activities for the upcoming 2007/2008 City of Greenville Annual Plan for the Community Development Block Grant and HOME Investment Partnership programs, as required by the U.S. Department of Housing and Urban Development. The annual plan requires two public hearings to give citizens an opportunity to participate and provide comments. The second public hearing is scheduled for May 10, 2007. All comments received from the public hearings will be considered in the final draft of the Annual Plan.

Mrs. Sandra Anderson explained to the Council that the total resources that are projected to be available in fiscal year 2007-2008 is \$824,276 in CDBG funds and \$844,098 in HOME funds, for a total of \$1,205,976. The proposed list of activities is as follows:

	<u>CDBG</u>	<u>HOME</u>
Administration	\$164,800	\$ 45,000
Public Service/Non-Profit Funding	\$123,000	
Downpayment Assistance		\$100,000
Acquisition	\$208,876	
Owner-Occupied Rehabilitation	\$327,600	\$247,000
Consortium Members Allocation		\$325,448
Community Housing Development Org. (CHDO)		<u>\$126,650</u>
Total	<u>\$824,276</u>	<u>\$844,098</u>

Mrs. Anderson further explained that this is the initial public hearing to discuss proposed activities for the FY 2007-2008 Annual Plan. The funding for the list of activities is contingent upon the Department of Housing and Urban Development awarding a budget. At the present



time, all departments are working on a continuing resolution. The proposed completion schedule is as follows:

February 8, 2007	Citizen Participation Public Hearing
February 16, 2007	Deadline for Submission of Community Housing Development Organization (CHDO) applications
February 19, 2007	Consortium allocations finalized
February 23, 2007	Deadline for submission of nonprofit applications
March 14, 2007	Affordable Housing Loan Committee review/ recommendation of nonprofit funding
March 14, 2007	Deadline for submission of Consortium Members Activity Narrative
March 16, 2007	First draft of Annual Plan
March 20, 2007	Neighborhood meeting
March 30-April 30, 2007	Public comment period
April 11, 2007	Affordable Housing Loan Committee review of draft Annual Plan
May 10, 2007	Final Public Hearing; City Council adoption
May 11, 2007	Submission to US Department of Housing and Urban Development

Upon being asked how much funding is available in the current year's budget, Mrs. Anderson replied that all of the funds are committed; however, they have not been spent.

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 approve the proposed Community Development Block Grant and Home Investment Partnership Annual Plan for Fiscal Year 2007-2008. Motion carried unanimously.

#### PUBLIC COMMENT PERIOD

City Clerk Wanda Elks announced that no one had signed up to speak during the public comment period. Mayor Parrott asked if anyone was present who wished to speak and no one stepped forward.

#### NAMING THE RED OAK/OAKDALE PARK AS THE ANDREW A. BEST FREEDOM PARK - APPROVED

City Manager Bowers stated that at the January Recreation and Parks Commission meeting, a subcommittee consisting of Lillian Outterbridge, Wilson McDowell, and Sandy Steele proposed that the new park in the Red Oak/Oakdale neighborhood be named in memory of Andrew A. Best, who was a prominent contributor to the citizens of Greenville in the medical district, university area, and community. This meets the guidelines for naming a park, and it was a unanimous decision of the Recreation and Parks Commission.

Motion was made by Council Member Craft and seconded by Council Member Spell to approve the Recreation and Parks Commission’s recommendation that Red Oak/Oakdale Park be named the Andrew A. Best Freedom Park. Motion carried unanimously.

ACTIONS NECESSARY FOR THE GREENVILLE UTILITIES COMMISSION WASTEWATER TREATMENT PLANT ELECTRICAL AND SCADA UPGRADE PROJECT - ADOPTED

Motion was made by Council Member Little and seconded by Council Member Glover to adopt the Sewer Capital Projects Budget and to adopt the Reimbursement Resolution for the Greenville Utilities Commission Wastewater Treatment Plant Electrical and SCADA Upgrade Project. Motion carried unanimously. (Ordinance No. 07-26, Resolution No. 07-08)

BUDGET ORDINANCE AMENDMENT #6 TO THE 2006-2007 CITY OF GREENVILLE BUDGET

Motion was made by Council Member Dunn and seconded by Council Member Spell to adopt budget ordinance amendment #6 to the 2006-2007 City of Greenville Budget. Motion carried unanimously. (Ordinance No. 07-27)

BUDGET ORDINANCE AMENDMENT #2 TO THE WEST GREENVILLE REVITALIZATION CAPITAL PROJECT BUDGET ORDINANCE - ADOPTED

Motion was made by Council Member Dunn and seconded by Council Member Spell to adopt budget ordinance amendment #2 to the West Greenville Revitalization Capital Project Budget. Motion carried unanimously. (Ordinance No. 07-28)

BUDGET ORDINANCE AMENDMENT #2 TO THE CENTER CITY REVITALIZATION CAPITAL PROJECT BUDGET ORDINANCE - ADOPTED

Motion was made by Council Member Dunn and seconded by Council Member Spell to adopt budget ordinance amendment #2 to the Center City Revitalization Capital Project Budget. Motion carried unanimously. (Ordinance No. 07-29)

REPORT ON BIDS AWARDED

City Manager Wayne Bowers referred the Council to bids that had been awarded as follows:

<u>Date</u>	<u>Item Description</u>	<u>Awarded To</u>	<u>Amount</u>
1/18/07	Six (6) 2007 Ford Crown Victorias (State Contract)	Capital Ford	\$126,698.00

COMMENTS FROM MAYOR AND CITY COUNCIL

Council Member Dunn wished everyone a Happy Valentine’s Day.

Council Member Glover stated that February is Black History Month and that African-Americans celebrate daily. She encouraged everyone to read a book, do something nice, or invite kids to their businesses to help celebrate.

Council Member Glover stated that Dr. Best, in addition to Chancellor Jenkins, was instrumental in getting the Medical School in Greenville. He served on the East Carolina University Board of Trustees, and a book is being written about it.

Mayor Pro-Tem Council summarized the proclamation declaring February as Black History Month.

Mayor Pro-Tem Council congratulated the Pitt County 4-Hers for having an exciting achievement night, which is tonight. There is a dinner honoring youth and their volunteer leaders. One of her club members was installed as the 2007 Pitt County Council President—Catherine Wills. She saluted all 4-Hers throughout the County. The 4-H is one of the top leadership organizations in the nation.

Council Member Spell stated that there was a wonderful neighborhood meeting last night for College Hill. He thanked the staff for coming out to talk to the neighbors. It was an informative meeting, and he is excited about the neighborhood planning process.

#### CITY MANAGER'S REPORT

Upon being told that there is no business that has to take place on February 19, motion was made by Council Member Spell and seconded by Council Member Dunn to cancel the February 19, 2007 City Council meeting. Motion carried unanimously.

City Manager Bowers reminded the Council that the Chamber Leadership Institute breakfast, which is an annual event, will be held on Wednesday, February 21, at 8:15 in Room 337 of City Hall.

#### ADJOURN

Motion was made by Council Member Dunn and seconded by Council Member Spell to adjourn the meeting at 8:45 p.m. Motion carried unanimously.

Respectfully submitted,

Wanda T. Elks, MMC  
City Clerk



# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

**Title of Item:** Various tax refunds

**Explanation:**

The Director of Financial Services recommends a refund of the following taxes:

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Larry Delton Oxedine	Mobile home charged in city limits in error - 2002	\$287.75
Larry Delton Oxedine	Mobile home charged in city limits in error - 2003	\$278.23
Larry Delton Oxedine	Mobile home charged in city limits in error - 2004	\$213.18
Linwood & Mary May	Vehicle charged in city limits in error	\$120.34

**Fiscal Note:** The total amount to be refunded is \$899.50.

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

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Agenda Briefing

Item # 2





# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

**Title of Item:** Right-of-way encroachment agreement with R.T. Development to construct a subdivision entrance sign, landscaping, and utilities within a median in the right-of-way of West Darrell Drive

**Explanation:** R.T. Development, developer of Barrington Fields Subdivision, has requested permission to construct a subdivision entrance sign, landscaping, and associated utilities within the right-of-way of West Darrell Drive. Attached for City Council's consideration is a right-of-way encroachment agreement setting out the terms by which R.T. Land Development may encroach upon the right-of-way of West Darrell Drive. A map depicting the limits of the encroachment is also attached.

No adverse comments regarding this encroachment were received through the departmental review process. Staff takes no exception to this request.

**Fiscal Note:** There will be no cost to the City associated with the proposed encroachment.

**Recommendation:** City Council approve the right-of-way encroachment agreement permitting R.T. Development to construct a subdivision entrance sign with associated landscaping and utilities within the median located in the right-of-way of West Darrell Drive.

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[Attachment Encroachment for Barrington Fields](#)

Attachment - Barrington Field Encroachment

-----[SPACE ABOVE THIS LINE IS RESERVED FOR RECORDATION DATA]-----

STATE OF NORTH CAROLINA  
COUNTY OF PITT

Prepared by: City of Greenville  
Mail to: City of Greenville PWD  
PO Box 7207  
Greenville, NC 27834

Right of Way Encroachment Agreement  
West Darrell Drive, Barrington Fields Subdivision

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THIS AGREEMENT made and entered into this the \_\_\_\_\_ day of March 2007, by and between the **CITY OF GREENVILLE**, Party of the First Part and hereinafter sometimes referred to as the **CITY**, and **R.T. DEVELOPMENT** Party of the Second Party and hereinafter sometimes referred to as the **OWNER**;

WITNESSETH

THAT WHEREAS, the OWNER desires to encroach upon the public right of ways of the public streets designated as West Darrell Drive with the construction of a subdivision name entrance sign and associated landscaping as shown on Attachment "A";

WHEREAS, it is to the material advantage of the OWNER to effect this encroachment, and the CITY, in the exercise of authority conferred upon it by statute, is willing to permit the encroachment within the limits of the right of ways as indicated on attachment "A", subject to the conditions of this Agreement.

NOW, THEREFORE, in consideration of the execution of this Agreement by the CITY, the benefits flowing to the OWNER, and the covenants and agreements herein contained with respect to the obligations of the OWNER hereunder, the CITY does hereby give and grant unto the OWNER, the right and privilege to make the encroachment, as shown on attachment "A", subject to the conditions contained in this Agreement.

TO HAVE AND TO HOLD said encroachment rights under this Agreement unto the OWNER, provided, however, the OWNER performs and abides by the covenants and agreements herein contained.

The covenants and agreements to be performed by the OWNER as a part of the consideration for this encroachment agreement are as follows:

## Attachment - Barrington Field Encroachment

1. All costs of construction and maintenance of the encroaching structure will be at the sole cost and expense of the OWNER.
2. All damages to the right of ways, including the traveled portion of the street located thereon, or to facilities maintained by Greenville Utilities Commission as a result of the construction or maintenance of the encroaching structure, shall be borne by the OWNER, including but not limited to the following:
  - a. Restoring the traveled portion of the street to good, passable condition for use by the public.
  - b. Repairing any damage to the existing curbing or sidewalks.
  - c. Repairing any damage to facilities maintained by Greenville Utilities Commission
3. Any damage to the OWNER's encroaching structure caused by the CITY's or Greenville Utilities Commission use of its right of ways for construction or maintenance work in the ordinary course of its business, shall be borne by the OWNER.
4. The OWNER shall maintain the encroaching structure so that it does not interfere with the utilization of the right of way by the CITY or utilization by the Greenville Utilities Commission of the right of way or facilities maintained by Greenville Utilities Commission.
5. The OWNER shall install and maintain the encroaching structure in such safe and proper condition that it will not obstruct or interfere with the proper maintenance of the right of way, or facilities maintained by Greenville Utilities Commission and if at any time in the future the CITY shall require the removal of or changes in the location of the encroaching structure, the OWNER shall promptly remove or alter the location of the encroaching structure in order to conform to such requirements without cost to the CITY.
6. The OWNER hereby agrees to indemnify and save the CITY and its officers and employees harmless from all damages and claims for damage that may arise by reason of the installation and maintenance of the encroaching structure.
7. The OWNER agrees to exercise every reasonable precaution during construction and maintenance of the encroaching structures to prevent damage to the right of way or facilities maintained by Greenville Utilities Commission. The OWNER shall comply with all applicable rules, regulations, and ordinances of the CITY as well as those of state and federal regulatory agencies. Whenever any installation or maintenance operation by the OWNER or its contractors disturbs the ground surface, the OWNER agrees to return the area as nearly as possible to its condition prior to disturbance.
8. The OWNER agrees to assume the actual cost of any inspection of the OWNER's work considered to be necessary by the CITY.
9. In the event of noncompliance by the OWNER with any of the covenants and agreements herein contained, the CITY reserves the right to stop all works by the OWNER until the OWNER complies, or to cause the removal of the encroaching structure from its right of way or from City property without cost to the CITY.



Attachment - Barrington Field Encroachment

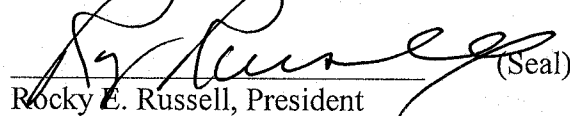
10. Notwithstanding any other provision of this Agreement, the CITY may terminate the right, privilege, and easement granted herein by the provision of at least thirty-days (30) written notice to the OWNER.

IT IS UNDERSTOOD AND AGREED that after completion of the construction of the encroaching structures, the OWNER may assign, subject to the conditions contained in this Agreement, the encroachment rights under this Agreement to the Homeowners' Association provided that said assignment is in writing with the association, agreeing to perform and abide by the covenants and conditions to be performed by the OWNER contained in this Agreement and provided that a copy of said assignment is delivered to the CITY within ten (10) days of the execution of the assignment.

IT IS UNDERSTOOD AND AGREED that this Agreement shall become null and void if actual installation of the encroaching structure is not complete within one (1) year from the date of the execution of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate originals as of the day and year first above written.

R.T. DEVELOPMENT

 (Seal)  
Rocky E. Russell, President

CITY OF GREENVILLE

\_\_\_\_\_  
Robert D. Parrott, Mayor

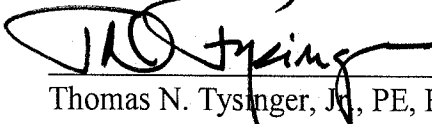
ATTEST:

\_\_\_\_\_  
Wanda T. Elks, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
David A. Holec, City Attorney

RECOMMENDED:

  
\_\_\_\_\_  
Thomas N. Tysinger, Jr., PE, Public Works Director

Attachment - Barrington Field Encroachment

I, \_\_\_\_\_, Notary Public of Pitt County, North Carolina, do hereby certify that Wanda T. Elks, personally appeared before me this day and acknowledged that she is the City Clerk of the City of Greenville, a municipal corporation, and that by authority duly given and as the act of the City of Greenville through and by the City Council, its governing body, the foregoing instrument was signed in its name by Robert D. Parrott, sealed with its corporate seal, and attested by herself as its City Clerk.

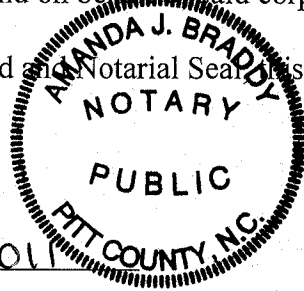
WITNESS my hand and Notarial Seal, this the \_\_\_\_\_ day of March 2007.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires

I, Amanda J. Braddy, Notary Public of said County and State, do hereby certify that Rocky Russell, personally appeared before me this day and acknowledged he is the President of R.T. DEVELOPMENT, and that by authority duly given, he signed the foregoing instrument for and on behalf of said corporation.

WITNESS my hand and Notarial Seal, this the 22 day of February, 2007.



Amanda J. Braddy  
Notary Public

September 7, 2011  
My Commission Expires:

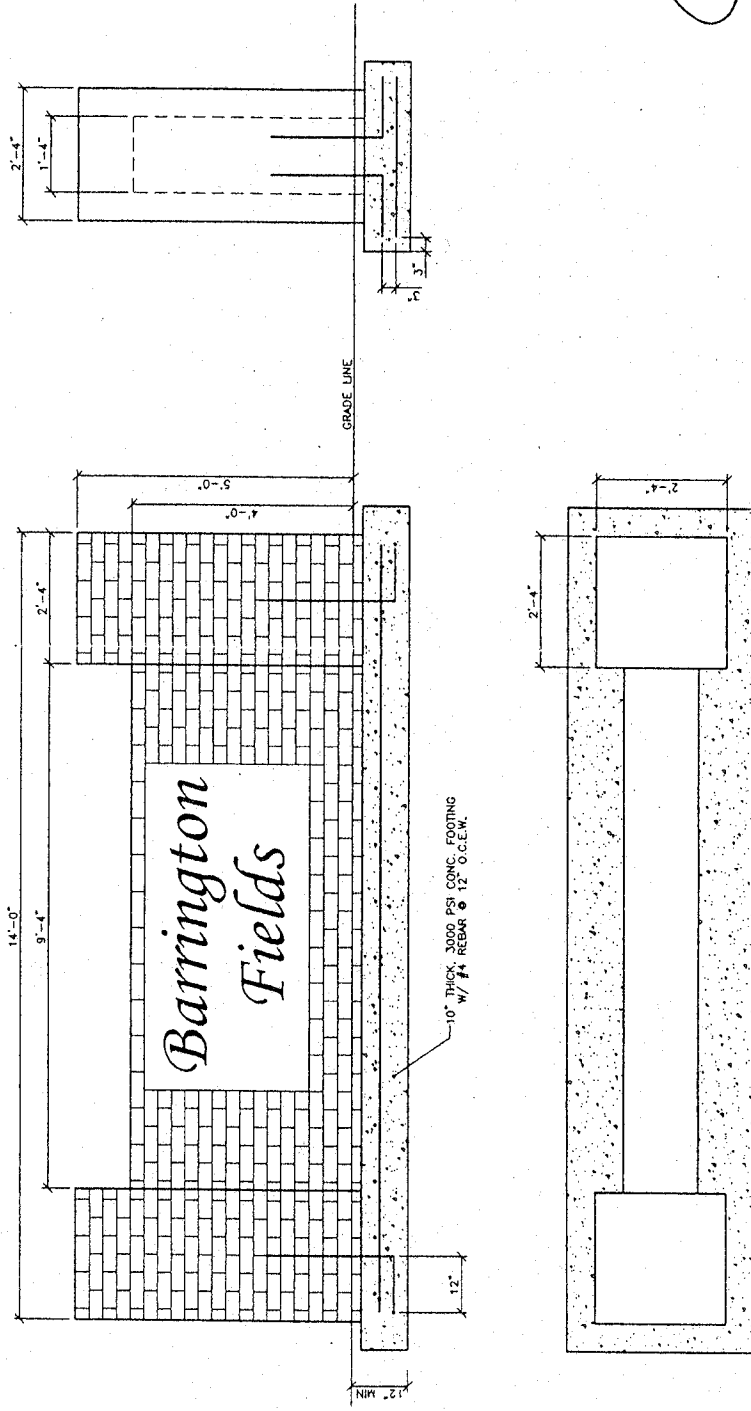
# ATTACHMENT "A"

Attachment - Barrington Field Encroachment



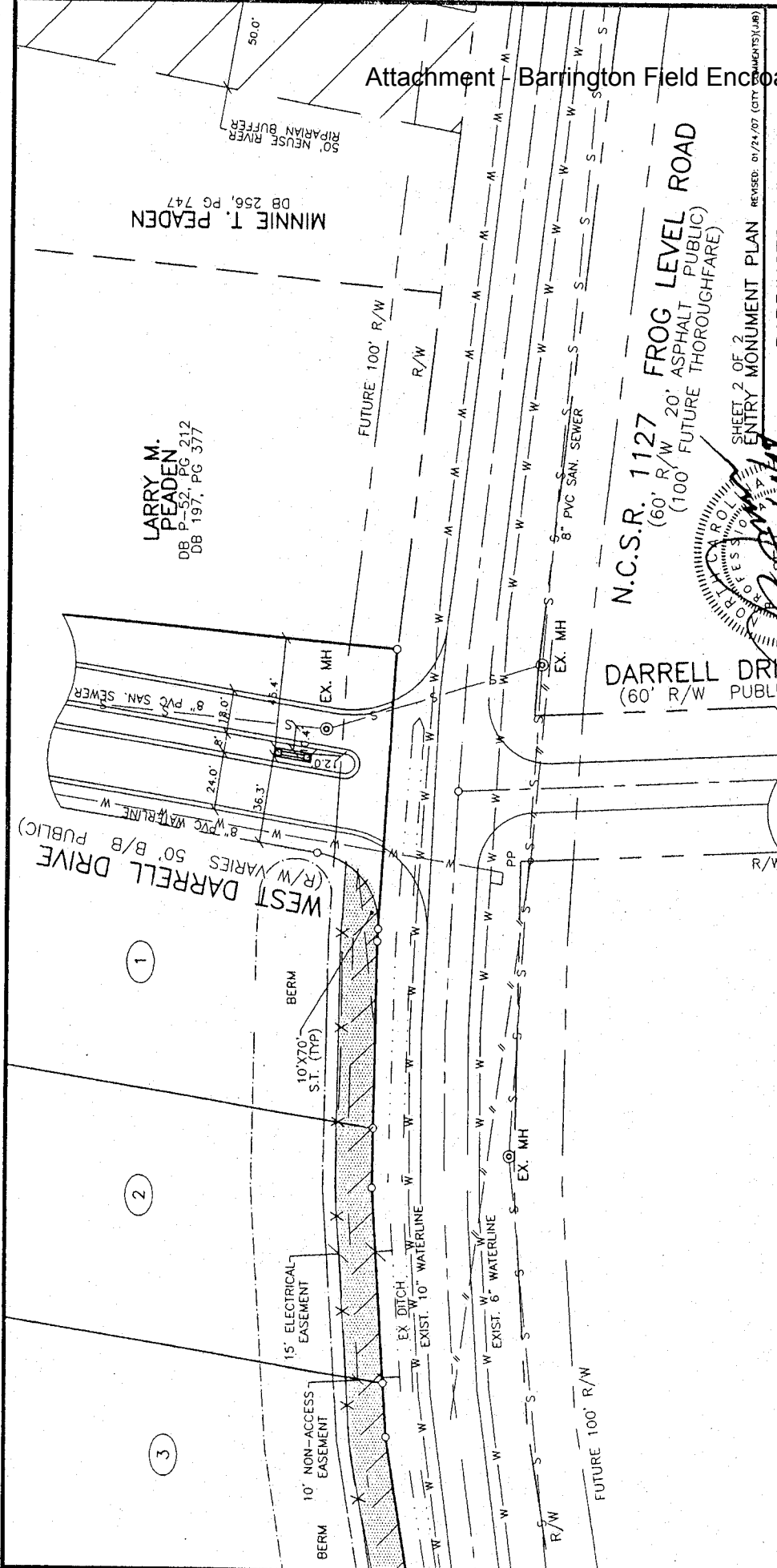
SHEET 1 OF 2  
ENTRY MONUMENT PLAN

<b>BARRINGTON FIELDS</b> AUTHUR TOWNSHIP, PITT COUNTY, NORTH CAROLINA		APPROVED: JSJ DATE: 01/22/07
DESIGNED: JSJ DRAWN: DM CHECKED: JSJ	BARRINGTON FIELDS AUTHUR TOWNSHIP, PITT COUNTY, NORTH CAROLINA	SCALE: 3/8" = 1'-0" FILE # 04-1031



NOTE: THE FOUNDATION FOR THIS SIGN IS ADEQUATE TO HANDLE A 110 MPH WIND AND THE DESIGN LOADS ESTABLISHED IN THE NC BUILDING CODE.

Attachment - Barrington Field Encroachment



LARRY M. PEADEN  
DB P-52, PG 212  
DB 197, PG 377

LARRY M. PEADEN  
DB P-52, PG 212  
DB 197, PG 377

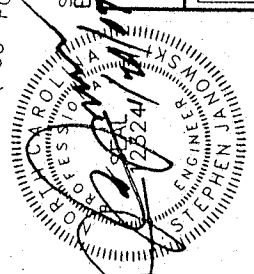
1

2

3

N.C.S.R. 1127 FROG LEVEL ROAD  
(60' R/W 20' ASPHALT PUBLIC)  
(100' FUTURE THOROUGHFARE)

DARRELL DRIVE  
(60' R/W PUBLIC)



SHEET 2 OF 2  
ENTRY MONUMENT PLAN REVISED: 01/24/07 (CITY COMMENTS)(JRB)

BARRINGTON FIELDS

B	Baldwin and Associates	DESIGNED: JSJ	APPROVED: JSJ
	ENGINEERING AND SURVEYING	DRAWN: DMK/JAB	DATE: 07/22/03
	1015 CONFERENCE DRIVE	CHECKED: JSJ	SCALE: 1"=50'
	(655) 754-1350		

AUTHOR: TOWNSHIP, PITT COUNTY, NORTH CAROLINA



# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

**Title of Item:** Right-of-way encroachment agreement with Roberson Land Development, Inc., to construct a subdivision entrance sign, landscaping, and utilities within a median in the right-of-way of Mill Creek Drive

**Explanation:** Roberson Land Development, Inc., developer of Mill Creek Subdivision, has requested permission to construct a subdivision entrance sign, landscaping, and associated utilities within the right-of-way of Mill Creek Drive. Attached for City Council's consideration is a right-of-way encroachment agreement setting out the terms by which Roberson Land Development, Inc., may encroach upon the right-of-way of Mill Creek Drive. A map depicting the limits of the encroachment is also attached.

No adverse comments regarding this encroachment were received through the departmental review process. Staff takes no exception to this request.

**Fiscal Note:** There will be no cost to the City associated with the proposed encroachment.

**Recommendation:** City Council approve the right-of-way encroachment agreement permitting Roberson Land Development, Inc., to construct a subdivision entrance sign with associated landscaping and utilities within the median located in the right-of-way of Mill Creek Drive

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Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Attachment - Encroachment for Mill Creek](#)

Attachment - Mill Creek Encroachment

-----[SPACE ABOVE THIS LINE IS RESERVED FOR RECORDATION DATA]-----

STATE OF NORTH CAROLINA  
COUNTY OF PITT

Prepared by: City of Greenville  
Mail to: City of Greenville PWD  
PO Box 7207  
Greenville, NC 27834

Right of Way Encroachment Agreement  
Mill Creek Drive, Mill Creek Subdivision

---

THIS AGREEMENT made and entered into this the \_\_\_\_\_ day of March 2007, by and between the **CITY OF GREENVILLE**, Party of the First Part and hereinafter sometimes referred to as the **CITY**, and **ROBERSON LAND DEVELOPMENT, INC.**, Party of the Second Party and hereinafter sometimes referred to as the **OWNER**;

WITNESSETH

THAT WHEREAS, the OWNER desires to encroach upon the public right of ways of the public streets designated as West Darrell Drive with the construction of a subdivision name entrance sign and associated landscaping as shown on Attachment "A";

WHEREAS, it is to the material advantage of the OWNER to effect this encroachment, and the CITY, in the exercise of authority conferred upon it by statute, is willing to permit the encroachment within the limits of the right of ways as indicated on attachment "A", subject to the conditions of this Agreement.

NOW, THEREFORE, in consideration of the execution of this Agreement by the CITY, the benefits flowing to the OWNER, and the covenants and agreements herein contained with respect to the obligations of the OWNER hereunder, the CITY does hereby give and grant unto the OWNER, the right and privilege to make the encroachment, as shown on attachment "A", subject to the conditions contained in this Agreement.

TO HAVE AND TO HOLD said encroachment rights under this Agreement unto the OWNER, provided, however, the OWNER performs and abides by the covenants and agreements herein contained.

The covenants and agreements to be performed by the OWNER as a part of the consideration for this encroachment agreement are as follows:

1. All costs of construction and maintenance of the encroaching structure will be at the  
Item # 4

Attachment - Mill Creek Encroachment

sole cost and expense of the OWNER.

2. All damages to the right of ways, including the traveled portion of the street located thereon, or to facilities maintained by Greenville Utilities Commission as a result of the construction or maintenance of the encroaching structure, shall be borne by the OWNER, including but not limited to the following:

- a. Restoring the traveled portion of the street to good, passable condition for use by the public.
- b. Repairing any damage to the existing curbing or sidewalks.
- c. Repairing any damage to facilities maintained by Greenville Utilities Commission

3. Any damage to the OWNER's encroaching structure caused by the CITY's or Greenville Utilities Commission use of its right of ways for construction or maintenance work in the ordinary course of its business, shall be borne by the OWNER.

4. The OWNER shall maintain the encroaching structure so that it does not interfere with the utilization of the right of way by the CITY or utilization by the Greenville Utilities Commission of the right of way or facilities maintained by Greenville Utilities Commission.

5. The OWNER shall install and maintain the encroaching structure in such safe and proper condition that it will not obstruct or interfere with the proper maintenance of the right of way, or facilities maintained by Greenville Utilities Commission and if at any time in the future the CITY shall require the removal of or changes in the location of the encroaching structure, the OWNER shall promptly remove or alter the location of the encroaching structure in order to conform to such requirements without cost to the CITY.

6. The OWNER hereby agrees to indemnify and save the CITY and its officers and employees harmless from all damages and claims for damage that may arise by reason of the installation and maintenance of the encroaching structure.

7. The OWNER agrees to exercise every reasonable precaution during construction and maintenance of the encroaching structures to prevent damage to the right of way or facilities maintained by Greenville Utilities Commission. The OWNER shall comply with all applicable rules, regulations, and ordinances of the CITY as well as those of state and federal regulatory agencies. Whenever any installation or maintenance operation by the OWNER or its contractors disturbs the ground surface, the OWNER agrees to return the area as nearly as possible to its condition prior to disturbance.

8. The OWNER agrees to assume the actual cost of any inspection of the OWNER's work considered to be necessary by the CITY.

9. In the event of noncompliance by the OWNER with any of the covenants and agreements herein contained, the CITY reserves the right to stop all works by the OWNER until the OWNER complies, or to cause the removal of the encroaching structure from its right of way or from City property without cost to the CITY.

Attachment - Mill Creek Encroachment

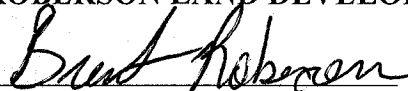
10. Notwithstanding any other provision of this Agreement, the CITY may terminate the right, privilege, and easement granted herein by the provision of at least thirty-days (30) written notice to the OWNER.

IT IS UNDERSTOOD AND AGREED that after completion of the construction of the encroaching structures, the OWNER may assign, subject to the conditions contained in this Agreement, the encroachment rights under this Agreement to the Homeowners' Association provided that said assignment is in writing with the association, agreeing to perform and abide by the covenants and conditions to be performed by the OWNER contained in this Agreement and provided that a copy of said assignment is delivered to the CITY within ten (10) days of the execution of the assignment.

IT IS UNDERSTOOD AND AGREED that this Agreement shall become null and void if actual installation of the encroaching structure is not complete within one (1) year from the date of the execution of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate originals as of the day and year first above written.

**ROBERSON LAND DEVELOPMENT, INC.**

 (Seal)  
Brent Roberson, President

CITY OF GREENVILLE

\_\_\_\_\_  
Robert D. Parrott, Mayor

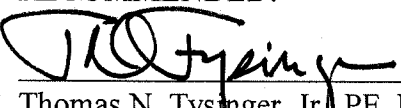
ATTEST:

\_\_\_\_\_  
Wanda T. Elks, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
David A. Holec, City Attorney

RECOMMENDED:

  
\_\_\_\_\_  
Thomas N. Tysinger, Jr. PE, Public Works Director



Attachment - Mill Creek Encroachment

I, \_\_\_\_\_, Notary Public of Pitt County, North Carolina, do hereby certify that Wanda T. Elks, personally appeared before me this day and acknowledged that she is the City Clerk of the City of Greenville, a municipal corporation, and that by authority duly given and as the act of the City of Greenville through and by the City Council, its governing body, the foregoing instrument was signed in its name by Robert D. Parrott, sealed with its corporate seal, and attested by herself as its City Clerk.

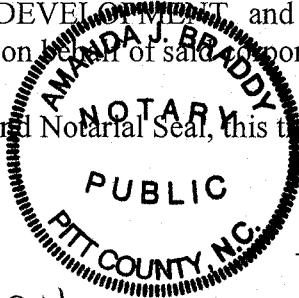
WITNESS my hand and Notarial Seal, this the \_\_\_\_\_ day of March 2007.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires

I, Amanda J. Braddy, Notary Public of said County and State, do hereby certify that Brent Roberson, personally appeared before me this day and acknowledged he is the President of R.T. DEVELOPMENT, and that by authority duly given, he signed the foregoing instrument for and on behalf of said corporation.

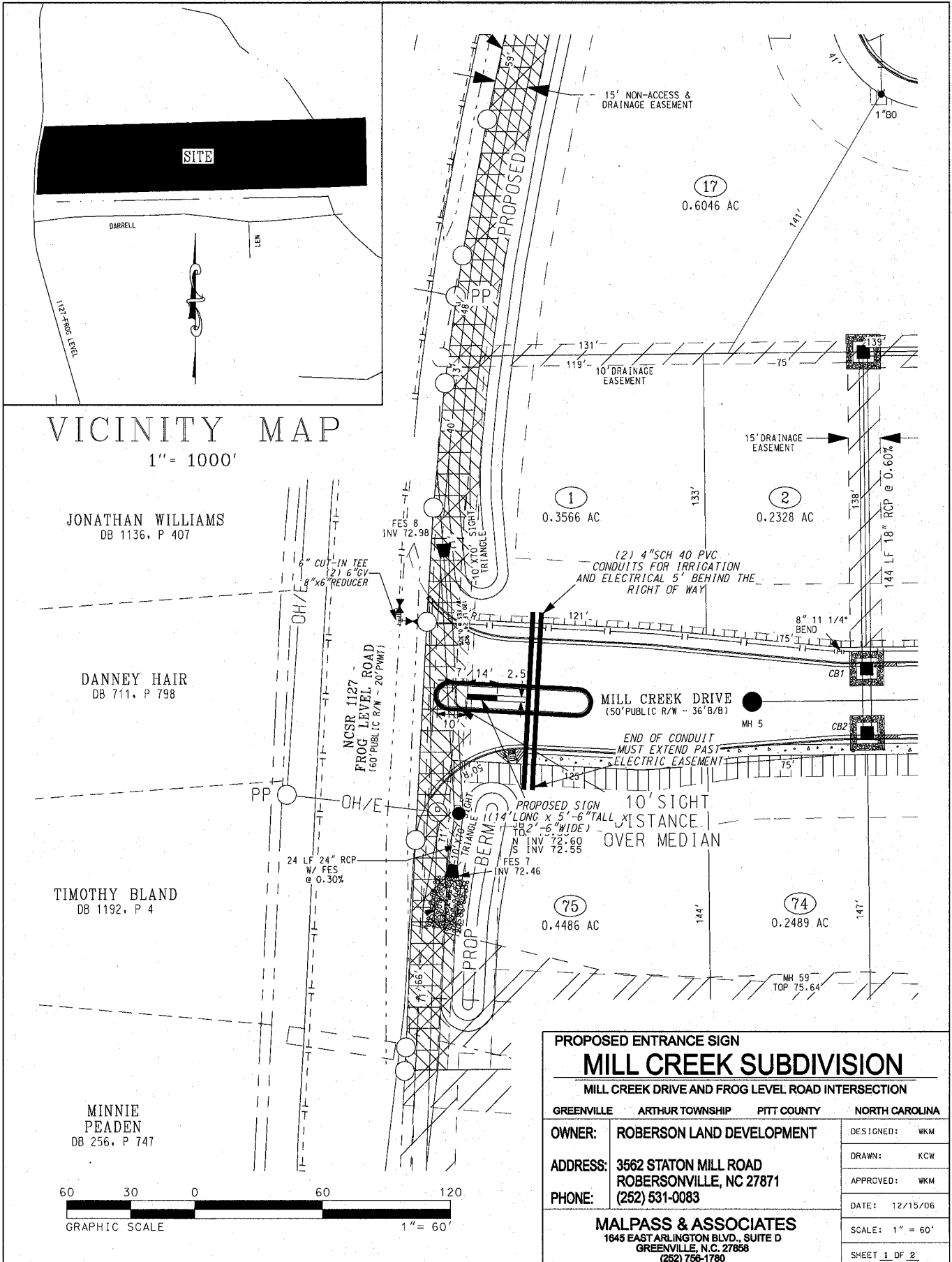
WITNESS my hand and Notarial Seal, this the 22 day of February, 2007.



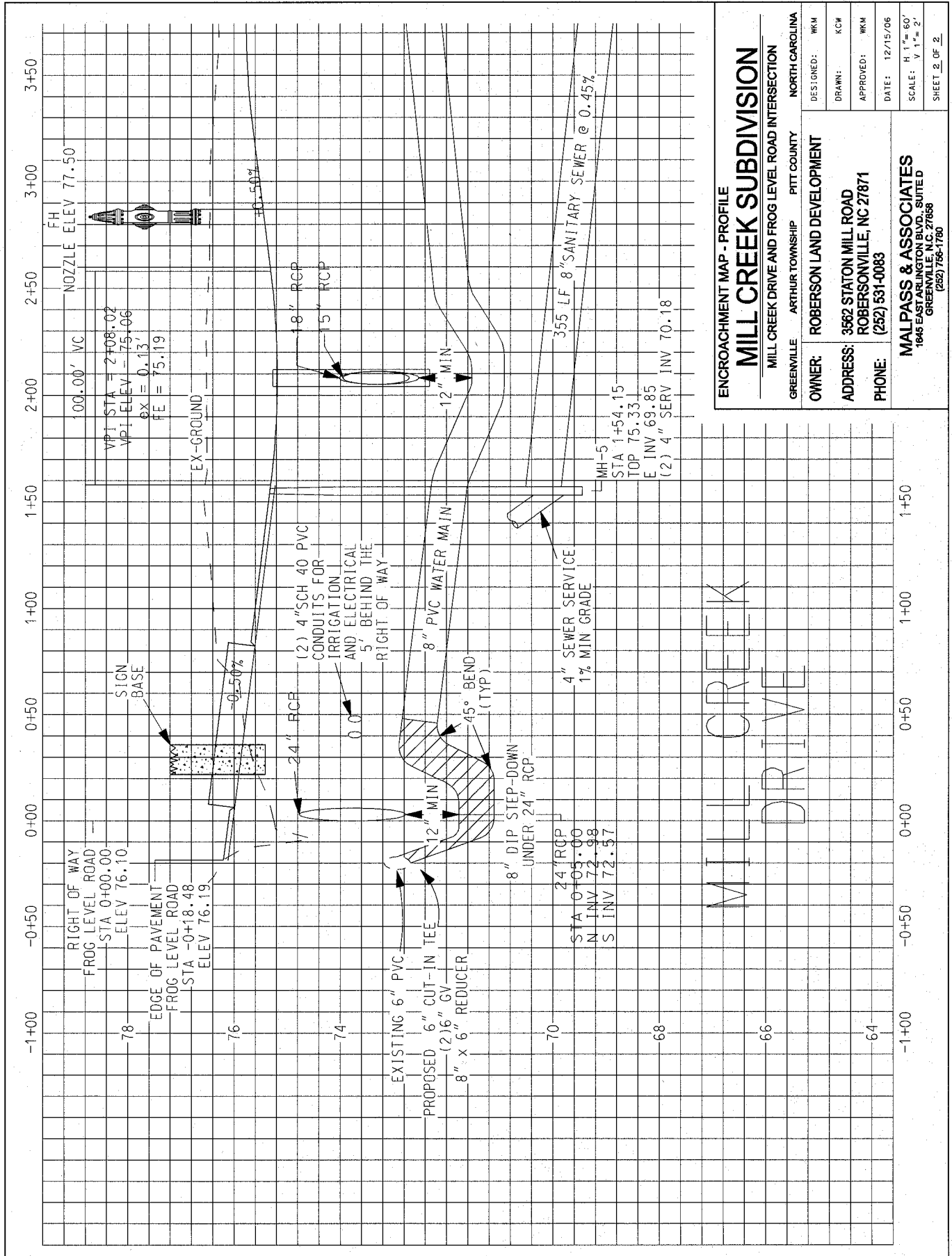
Amanda J. Braddy  
Notary Public

September 7, 2011  
My Commission Expires:

# ATTACHMENT A - Mill Creek Encroachment



Attachment - Mill Creek Encroachment



<b>ENCROACHMENT MAP - PROFILE</b>	
<b>MILL CREEK SUBDIVISION</b>	
MILL CREEK DRIVE AND FROG LEVEL ROAD INTERSECTION	
GREENVILLE	PITT COUNTY
ARTHUR TOWNSHIP	NORTH CAROLINA
<b>OWNER:</b> ROBERSON LAND DEVELOPMENT	DESIGNED: WKM
<b>ADDRESS:</b> 3562 STATION MILL ROAD ROBERSONVILLE, NC 27871	DRAWN: KCW
<b>PHONE:</b> (252) 531-0083	APPROVED: WKM
	DATE: 12/15/06
	SCALE: H 1" = 60' V 1" = 2'
	SHEET 2 OF 2
<b>MALPASS &amp; ASSOCIATES</b> 1645 EAST ARLINGTON BLVD., SUITE D GREENVILLE, N.C. 27658 (252) 766-1780	

MILL CREEK  
DRIVE



# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

- 
- Title of Item:** First reading of an ordinance granting a taxicab franchise to Walter Koehl d/b/a Ken's Cab
- Explanation:** Mr. Walter Koehl d/b/a Ken's Cab has applied for a taxicab franchise to operate a taxicab business at 2982 Ballards Crossroads Road. Supporting documentation is attached. The second reading of the ordinance and public hearing are scheduled to be held on March 8, 2007.
- Fiscal Note:** None
- Recommendation:** According to the planning, background and financial information received from the various City departments, the proposed location is located in unincorporated Pitt County and the applicant has no criminal background. The financial report indicates that Mr. Koehl is not indebted to the City of Greenville. Mr. Koehl's application indicates that he has experience driving with Hills Cab Company in Columbus, Ohio.

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Attachments / click to download

 [Walter Koehl d/b/a Ken's Cab](#)

ORDINANCE NO. 07-\_\_\_\_\_  
AN ORDINANCE GRANTING A TAXICAB FRANCHISE  
TO WALTER KOEHL D/B/A KEN'S CAB

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 taxicab businesses within the City to obtain a franchise from 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 taxicab business; and

WHEREAS, Walter Koehl d/b/a Ken's Cab, is an applicant for a franchise permitting the operation of one taxicab 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 taxicab 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 taxicab franchise is hereby issued to Walter Koehl d/b/a Ken's Cab to permit the operation within the City of Greenville of not more than one taxicab.

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 this the 5<sup>th</sup> day of March, 2007.

APPLICATION FOR TAXICAB FRANCHISE

To the Mayor and City Council of the City of Greenville

The undersigned hereby makes application for a taxicab 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 taxicabs.
2. The individual, corporate or trade name and business address of the applicant is:  
Walter Koehl, Ken's CAB, P.O. Box 30911 Greenville, NC 27833-0911  
Phone # 258-6604.
3. The Applicant is:
  - (A) An individual and sole owner of the taxicab 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: \_\_\_\_\_
4. The Applicant operates in the following cities: Greenville
5. The Applicant is requesting franchise to operate (1) one taxicab.
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 taxicab business.

HAND PRINT OR TYPE

LAST NAME <u>Koehl</u>		FIRST NAME <u>Walter</u>		MIDDLE NAME <u>Kenneth</u>	
ALIAS OR NICKNAME <u>Ken</u>	SEX <u>M</u>	AGE <u>56</u>	WEIGHT <u>206</u>	HEIGHT <u>6'1"</u>	ID NO.
ADDRESS <u>3004 ASKEW RD FARMVILLE, NC</u>		HAIR <u>GRAY</u>	EYES <u>Blue</u>	COMPLEXION <u>FAIR</u>	
OCCUPATION <u>TRUCK DRIVER</u>		DRIVERS LICENSE NO. [REDACTED]		IDENTIFICATION NO.	
PLACE OF BIRTH <u>Columbus, OH</u>		DATE OF BIRTH [REDACTED]		SOCIAL SECURITY NO. [REDACTED]	

Signature of Applicant Walter K. Koehl

Subscribed and sworn to before me this 9th day of February 2007.

Wanda J. Elks  
 Notary Public Wanda T. Elks

My Commission Expires: 11-7-11

**APPLICATION FOR TAXICAB FRANCHISE EXHIBITS**  
**Ken's Cab – Walter "Ken" Koehl**

**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.

Public transportation (taxi service) is convenient and necessary for Greenville's extensive Medical and Educational Facilities.

**EXHIBIT B:**

A complete list of Applicant's motor equipment showing year, make, model and carrying capacity of each unit.

1995 Buick Century, 4 Door – 5 seat capacity

**EXHIBIT C:**

Financial statement showing assets, liabilities and net worth of applicant.

**Assets**

Cash	\$ 1,000
Checking	\$ 1,000
Household Goods	\$ 10,000
Vehicles	\$ 9,000
Mobile Home	\$ <u>4,000</u>

**TOTAL ASSETS** \$ 25,000

**Liabilities**

Medical Bills Due	\$ 1,000
Utilities Payable	\$ 200
Land Lease Contract	\$ <u>125</u>

**TOTAL LIABILITIES** \$ 1,325

**NET WORTH** \$ 23,675

**TOTAL LIABILITIES AND NET WORTH** \$ 25,000

**EXHIBIT D:**

Statement showing applicant has made complete arrangement for off-street parking of all motor vehicles.

All parking will be at 2982 Ballards Crossroads Road, Greenville NC 27834.

**EXHIBIT E:**

Statement of proposed fares for transportation of persons and property.

As per Greenville City Taxi Service Zones and Fares

**EXHIBIT F:**

Statement of experience of applicant in conducting taxicab business.

1972-1974, Hills Cab Company, Columbus OH



## GREENVILLE POLICE DEPARTMENT

### MEMORANDUM

January 16, 2007

TO: Wanda T. Elks, City Clerk

FROM: William J. Anderson, Chief of Police

SUBJECT: Taxicab Application for Walter Koehl d/b/a Ken's Cab

A background investigation has been conducted for the above named applicant. Inquiries were made yielding the following results:

**N.C. Department of Motor Vehicles:** The applicant has seven (7) convictions for a moving violation over the last twenty-seven years.

**N.C. Administrative Office of Court:** No record identified.

**Computerized Criminal History:** No record identified.

**Greenville Police Department CAD History:** No record identified.

**Equifax Credit Information Services:** Chapter 7 Bankruptcy in April 2001.

Based on this information, there appears to be no reason to deny the application.

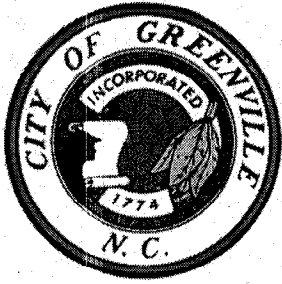


Seth Laughlin/PCD/COGV  
02/19/2007 10:14 AM

To Wanda Elks/CCO/COGV@COGV  
cc Merrill Flood/PCD/COGV@COGV  
bcc  
Subject Taxi application - Walter Koehl bda Ken's Cab

Wanda,  
I did confirm today with Mr. Eric Gooby of the Pitt County Planning Department that 2982 Ballards Crossroads Road is located in unincorporated Pitt County. Please do not hesitate to contact me should you have any further questions. Thanks very much.

Seth Laughlin  
Zoning Administrator  
City of Greenville.



## FINANCIAL SERVICES MEMORANDUM

TO: Wanda Elks, City Clerk's Office  
FROM: Brenda Matthews, Financial Services, Collections  
DATE: February 19, 2007  
SUBJECT: Walter Koehl d/b/a/Ken's Cab

We have checked Collections records for taxes, licenses, citations, parking, rescue transports and miscellaneous receivables owed in the names of Walter Koehl and/or Ken's Cab. 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



# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

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**Title of Item:** Presentations by boards and commissions

- a. Affordable Housing Loan Committee
- b. Firemen's Relief Fund Committee

**Explanation:** The Affordable Housing Loan Committee and the Firemen's Relief Fund Committee will make their annual presentations to City Council at the March 5, 2007 meeting.

**Fiscal Note:** N/A

**Recommendation:** For information only; no action recommended

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Attachments / [click to download](#)

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# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

**Title of Item:** Human Relations Council 2007-2011 Strategic Plan

**Explanation:** The Greenville Human Relations Council held planning sessions on May 12, 2006 and December 12, 2006 to strategically map out directions of the Council for the next five years. During the planning sessions, the Council reviewed their current responsibilities, considered new initiatives to help achieve its mission, and prepared recommendations for City Council consideration and approval.

**Fiscal Note:** Estimated costs for start-up costs and salaries for this initiative are \$200,000, which would include the following positions:

Human Relations Director	\$80,849
Human Relations Specialist	\$45,531
Administrative Secretary	\$26,332

**Recommendation:** At the Human Relations Council's February 7, 2007 meeting, a motion was made by Reginald Watson, seconded by Stanley Howard, to approve the Human Relations Council's 2007-2011 Strategic Plan and to recommend it to City Council for their consideration and approval. Motion carried unanimously.

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 [HRC PLAN](#)

# Greenville Human Relations Council

## 2007 – 2011 Strategic Plan



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## INTRODUCTION

The Greenville Human Relations Council was created by Ordinance No. 382 on February 10, 1972. Since its inception, 35 years ago, the work of this citizen-driven Council has changed significantly. Requests have increased considerably from residents living in dilapidated or substandard housing, from low income families, and the elderly and disabled populations seeking affordable decent housing.

The citizens of Greenville live in a community where people live and work side by side, occupy the same space, many of our children attend the same schools, and we purchase goods from the same shopping centers and grocery stores.

Opportunities in Greenville have grown and great improvements exist with the City's diverse populations. No longer is it acceptable for citizens to be excluded from sports or special events, employment, housing, or public accommodations because of one's ethnicity or race. Nevertheless, discrimination is still an issue of great concern for the City.

The Council strongly believes serving as a catalyst for change will not only provide every citizen in Greenville with a better understanding and appreciation for their rights, but an understanding and an appreciation for celebrating our differences and similarities in a growing diverse community.

The Greenville Human Relations Council welcomes the challenges we are faced with. We are committed to the principle of fairness that will make our City a place where our children will grow and learn the value of diversity and fairness. This is our task and mission for a better Greenville. As Greenville continues to grow more diverse, our role must also grow more diverse. As we advocate for civil rights and human relations protections, it's important that we build our future from the foundation of our past...by continuing to promote tolerance, diversity, and equal opportunity for all of Greenville.

The Human Relations Council held planning sessions on May 12, 2006 and December 12, 2006 to strategically map out directions of the Council for the next five years. During the planning sessions, the Council reviewed their current responsibilities; considered new initiatives to help achieve its mission; and prepared recommendations for City Council consideration and approval.

This Strategic Plan focuses on identifying and responding to the specific needs in the Greenville community: housing, education, employment, etc. The Plan covers key priorities as the Council continues its work for improving human/race relations and towards becoming an inclusive community.

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### Human Relations Council Members

Franchine Philpot Pena, Chair  
Reginald Watson, Vice Chair  
Patricia Dunn, City Council Representative  
Cassandra Daniels, Staff Liaison

Mary Ellen Bragaw  
Stanley Howard  
Abdel Abdel-Rahman

Tom Best  
Bob Hudak  
Walter Sadler

ManolitaBuck  
Ariel Lopez  
Keisha Staton

Jim Cox  
Nikki Miller  
Ben Stephenson

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## MISSION STATEMENT

The Greenville Human Relations Council seeks to serve as advocate for all people in pursuit of human and economic relationships, to promote activities, education and programs which enhance human dignity, equal opportunity, mutual respect and harmony among the many different citizens of Greenville.

## VISION STATEMENT

The vision of the Greenville Human Relations Council is for an inclusive community where trust, acceptance, fairness and equity are community norms.

## CORE VALUES

- ❖ Integrity
- ❖ Respect
- ❖ Dignity
- ❖ Commitment
- ❖ Dedication
- ❖ Leadership
- ❖ Professionalism
- ❖ Teamwork

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The Greenville Human Relations Council is commissioned to advocate for an inclusive community where trust, acceptance, fairness and equity are community norms; and every person's differences are acknowledged and respected.

The Human Relations Council's primary concerns and interests are listed below. Each item will be addressed separately.

- ❖ Housing
- ❖ Employment
- ❖ Human/Race Relations
- ❖ Youth/Education/Gangs

## HOUSING

The concept of fair housing seems simple. Nevertheless, the day to day practical application of fair housing is characterized with misunderstanding and misinformation. Operating under the philosophy that "everyone has a right to safe, decent and affordable housing," the Greenville Human Relations Council fulfills requests daily for assistance with housing problems (i.e., evictions, no hot water, no heat, etc.). The City of Greenville has implemented the following programs to address many of the City's housing needs:

- ❖ **Affordable Housing 5% Loan Assistance Program** is designed to assist potential low to moderate income, first time homebuyers with downpayment/closing costs.
- ❖ **HOME Downpayment Assistance Program** is designed to assist potential low to moderate income, first-time homebuyers with downpayment assistance to purchase a home within the 45-Block Revitalization area or the Countryside Estates Subdivision.
- ❖ **North Carolina Housing Finance Agency 20% Deferred Loan** is designed to provide an interest free, deferred payment second mortgage loan up to 20% of the home's sales price with a maximum of \$20,000 for new construction.
- ❖ **West Greenville 45-Block Revitalization Program** is designed to revitalize depressed areas in and adjacent to the neighborhoods of Cherry View, Perkins Town, Biltmore and Lincoln Park.
- ❖ **Owner Occupied Rehabilitation Grant/Loan Program** is designed to assist low and moderate-income households in the rehabilitation of their homes within designated area(s) of the City of Greenville.
- ❖ **Elderly Owner Occupied Rehabilitation Program** is designed to provide loans to income eligible (less than median income) elderly homeowners for housing repairs.
- ❖ **The City of Greenville Homeownership Academy** provides participants the opportunity to gain a working knowledge of the home buying process and to prepare them financially to purchase a home within the West Greenville revitalization area.



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The Human Relations Office deals with many rental issues on a daily basis. For the year 2006, the Human Relations Office received ninety-six (96) tenant/landlord complaints. Nine of those complaints were from students (ECU/PCC) and thirteen (13) were from residents outside the city's jurisdiction. Affordability and decent safe housing remains an important challenge for Greenville/Pitt County residents. The challenge for persons or families who care for persons with disabilities is even greater. There has been an increase of requests from citizens needing affordable, decent, safe and accessible rental housing.

The most common **problems** are:

- Suitability – the problem of overcrowding or whether a household has enough bedrooms appropriate for the size of the family.
- Adequacy – the physical condition of a dwelling or whether a household has basic facilities to provide a safe and healthy environment.
- Affordability – exists when a household pays an excessive amount for shelter. A household has an affordability problem if more than 30% of a household's income is paid towards rental/mortgage cost.
- Discrimination – exists when tenants and homebuyers are treated differently in their search for housing or denied housing on the basis of the following protected classes: race; color; sex; the presence of minor children (familial status); disability; national origin and religion.

## **EMPLOYMENT**

Federal and state employment laws prohibit unfair employment practices because of a person's race, color, age, gender, religion, national origin, and disability. Discriminatory practices include treating applicants or employees differently in any of the terms or conditions of employment, such as hiring and firing, transfers or promotion, compensation and job assignments is unlawful. It is illegal to retaliate against any person because s/he has filed a complaint, testified or assisted in any proceeding.

## **RACE RELATIONS**

The United States is often referred to as a "melting pot," and people of different cultures are expected to blend their cultures into one. Now, it's more like a "salad," where different cultures remain different, but are appreciated as part of the whole. This simply means that others may have different ideas about how to communicate and about what is right and wrong for them.

According to Dr. Carter G. Woodson, founder of Black History Month, Blacks should be proud of their heritage and that other Americans should also try to understand it. Perhaps Dr. Woodson's message today should be that all Americans should be proud of their heritage and others should try to understand it. This certainly would benefit race relations in Greenville.

The Council would like to implement programs to improve race relations in Greenville. Therefore, we will explore options, such as the "Meet Your Neighbors" project. Because the subject is so sensitive, whatever initiatives are implemented, they must be a "positive fit" for Greenville.

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## YOUTH/EDUCATION/GANGS

The Greenville Youth Council was established on August 11, 2005. The Greenville Youth Council is designed to expose youth (grades 9 – 12) to issues concerning leadership, education, employment, community service, violence, substance abuse and conflict resolution.

Goals of the Greenville Youth Council are:

- ❖ to provide leadership opportunities for participants;
- ❖ to develop self-respect, self-confidence and self-esteem for participants;
- ❖ to create a climate for a positive environment for positive student/student relationships, teacher/student relationships and student/community relationships;
- ❖ to initiate, organize and supervise programs and projects of all types, which will benefit area youth; and,
- ❖ to serve as an advisory committee on youth affairs to the local government.

Since its inception, the Greenville Youth Council has partnered with Pitt County Substance Abuse Coalition and Citizens United against Violence. They have participated and/or volunteered in numerous community events and have held fundraisers to help cover the cost of attending the National League of Cities Conference in Reno.

Many young people in our communities are against the wall - they have to deal with crime, violence, drugs, teen pregnancy, peer pressure, gangs, teen suicide, etc. We must take the time to help point our youth in the right direction, or someone else will point them in the wrong direction.

The Greenville Youth Council has discussed many ways to help the youth in our City. The establishment of a “Teen Center” is their top priority. Young people need a place they can call their own....a place where they can feel safe and have fun, and a place where positive programs can be implemented.

The Greenville Youth Council is concerned with the location of the City’s current Teen Center. The Center is located in a residential community which limits the types of events.

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According to Ordinance No.382, the Greenville Human Relations Council was created to:

- ❖ organize and implement human relations programs dealing with problems of human relations;
- ❖ promote the equality of opportunity for all citizens;
- ❖ promote understanding, respect and goodwill among all its citizens;
- ❖ provide channels of communication among the races;
- ❖ encourage the employment of qualified citizens without regards to race; and
- ❖ encourage the youth of our city to become better trained and qualified for gainful employment.

After reviewing the ordinance, the Council identified a listing of action statements, goals and objectives to accomplish the responsibilities outlined in the document.

#### **ACTION STATEMENTS**

- ❖ Establish a Human Relations Department with appropriate staff.
- ❖ Serve as a mediator with any compliant or unfair treatment practices.
- ❖ Incorporate federal and state Fair Housing and EEO regulations.
- ❖ Have the Human Relations Council draft a Fair Housing Ordinance for City Council's approval.
- ❖ Use the Human Relation Council as a point of contact in conveying, promoting and advocating community concerns that affect business leaders and community subdivision developers as a means of taking proactive actions.
- ❖ Serve as an advocate for more diverse hiring practices in the organization and community.
- ❖ Track and focus on community needs.
- ❖ Serve as liaison/coordinator in linking people with needs to the proper sources or point of contact for assistance.
- ❖ Serve as an advocate to deal with multi-cultural issues, problems and concerns.
- ❖ Become involved in community issues/concerns.

Based on the above action statements, the Council established a total of twelve goals (seven short-term goals and five long-term goals) and objectives for achieving each goal.

**GOALS (Short-Term)**

- ❖ **Goal 1: Establish a Human Relations Department.** The purpose of the Human Relations Department is to promote a positive program of non-discrimination for the City of Greenville and to make reports and recommendations to the Human Relations Council and to City Council toward the betterment of group and inter-group relationships within the community and for handling any specific problems falling under the purview of the Human Relations Department.

<b>HUMAN RELATIONS COUNCILS/COMMISSIONS</b>		
<b>Municipality</b>	<b>Population</b>	<b>Number of Staff</b>
City of Goldsboro	38,519	3 Full Time
City of Wilson	47,500	3 Full Time
City of Rocky Mount	58,000	6 Full Time/1 Summer Intern
City of Greenville	68,977	1 Full Time

As indicated in the table above, in order for the Human Relations Council to function more effectively and proactively in addressing the needs of the community, the administrative function needs to be expanded and reorganized to better prioritize the workload, coordinate the use of Human Relations Council resources and local community services available in meeting needs, establish clear lines of authority and accountability, and gain the advantage in synergy in dealing with the growing community needs and problems.

At the Council’s December 12, 2006 planning session, a motion was made by Keisha Staton, seconded by Stanley Howard, to recommend to City Council that a Human Relations Department is established and the following positions be recommended for staffing needs: Human Relations Director, Human Relations Specialist and Administrative Secretary. Motion carried unanimously.

**Objective 1:** Establish positions (Human Relations Director, Human Relations Specialist and Administrative Secretary)

**Objective 2:** Create organizational chart

**Objective 3:** Create job descriptions

- ❖ **Goal 2: Join the National League of Cities “Inclusive Communities Campaign”.** An opportunity for the Mayor and City Council to reaffirm the City’s commitment to sustaining a community in which the dignity of every individual is respected.

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At the Human Relations Council's September 4, 2006 meeting, a motion was made by Tom Best seconded by Mary Ellen Bragaw to recommend to City Council that the City of Greenville join the National League of Cities in their "Inclusive Communities Campaign" by adopting the attached resolution proclaiming the City's commitment to "building an inclusive community."

**Objective 1:** Adopt a resolution for the City of Greenville to join the National League of Cities in working towards building an inclusive community.

**Objective 2:** Adopt a proclamation proclaiming the week of September 24 – 28, 2007 as Race Equality Week.

Initiatives promoting the City's commitment to work toward "building an inclusive community are: (1) resolution and proclamation signed by the Mayor; (2) appropriate signage placed at key gateway corridors announcing Greenville is working towards becoming "an Inclusive Community," (3) place a banner at the airport that will welcome visitors to the area in different languages, (4) Human Relations Council sponsor an annual Race Equality Breakfast; and (5) the Human Relations Council will work with the Greenville Youth Council to create a Race Equality initiative involving other students to be aired on the school's TV-One Channel and the City's GTV-9 Channel.

❖ **Goal 3: Promote decent/safe affordable housing.**

**Objective 1:** Continue to work with Housing and Code Enforcement Divisions of Community Development to improve housing conditions for the elderly and persons with disabilities.

**Objective 2:** Address housing conditions that threaten an individual health.

**Objective 3:** Reduce predatory lending through education.

❖ **Goal 4: Ensure equal opportunities in housing.**

**Objective 1:** Implement a fair and effective process to investigate and resolve complaints of discrimination.

**Objective 2:** Improve public awareness of rights and responsibilities under fair housing laws.

**Objective 3:** Collaborate with other agencies to improve housing accessibility for persons with disabilities.

❖ **Goal 5: Measure and monitor community and human relations and civil rights issues.**

To better serve a growing diverse community, the Human Relations Council must routinely measure and monitor community relations and report the status of human relations to City Council. This goal will provide a means for gathering and sharing information in order to encourage better human relations development in Greenville.

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**Objective 1:** Establish data to give the Human Relations Council information needed to prioritize and evaluate activities.

- Monthly Incident Report
- Respond to complaints and questions
- Develop procedures for taking/responding to complaints or issues
- Track all complaints
- Coordinate data sharing and gather feedback from stakeholders
- Monitor human relations issues in the community by collecting correspondence of interest to the Human Relations Council (letters to the editor, newspaper articles, TV news stories, etc.)
- Evaluation assessment of activities

**Objective 2:** Establish a process that the Human Relations Council can use to conduct its meetings in an open and understandable manner.

- Advertise monthly meetings with contact information where citizens can request to be placed on the agenda
- Determine the number of cases they will hear at the meetings
- Determine the amount of time citizens will be allowed to speak

**Objective 3:** Measure the success and performance of the Human Relations Council.

- All programs and activities of the Human Relations Council should be evaluated every six (6) months
- The Human Relations Council must develop tools for evaluating current and new initiatives, as well as inquiries and all other concerns

❖ **Goal 6: Educate the community on human and civil rights.** The City of Greenville must continue to provide citizens with the opportunity to live unrestricted by unlawful discrimination. This goal will assist all members of the community with resources and support efforts to increase acceptance and build inclusion.

**Objective 1:** Promote awareness by educating the community on human relations issues and increasing human relations resources available to the public.

- Initiate a “Know Your Rights” Campaign, promoting Greenville as a welcoming community and provide equal opportunity information on housing, employment, public accommodations, etc. (translated in different languages)
- Create “where to go for help cards/brochures” with information on basic rights, translated into different languages
- Diversity Celebration – celebrating different cultures through music

- 
- Recognize and encourage positive human relations acts and activities in Greenville
  - Work to promote diversity in Greenville
  - Create a logo and web link (link to City's website) for Human Relations Council and Greenville Youth Council
  - Develop a Human Relations Council and Greenville Youth Council brochure (translated into different languages)
  - Sponsor at least two public forums or town hall meetings per year (Fair Housing, ADA, Employment, etc.)
  - Utilize the media to access as many people as possible (GTV-9, Community Calendar, radio, etc.)

**Objective 2:** Promptly respond to critical issues as they arise in the community.

While the Council is not investigatory by design, we are committed to addressing community issues in a positive manner as they are brought to the attention of the Council.

**Objective 3:** Establish and participate in programs and events that emphasize strength in diversity and the positive aspects of the community.

- Celebrate Race Equality Week
- Best-Irons Humanitarian Awards Banquet
- Greenville Young Citizen of the Year
- Bill of Rights and Universal Declaration of Human Rights
- Youth Festival
- Consider sponsoring one event to celebrate Dr. Martin Luther King Day
- Support Dr. Martin Luther King Day Activities
- Support the Community Unity Breakfast
- Create ways to celebrate (or co-sponsor existing cultural activities) the different cultures in Greenville
- Create and implement human relations awareness events and cultural festivals.

❖ **Goal 7: Encourage adherence to federal and state civil rights laws.** The most effective way to address divisiveness is to build coalitions and formulate widespread support for policies that promote inclusiveness.

**Objective 1:** Identify existing human relations resources.

- North Carolina Human Relations Commission
- Housing and Urban Development (HUD)
- North Carolina Fair Housing Center
- North Carolina Housing Finance Agency
- Equal Employment Opportunity Commission
- North Carolina Department of Labor

- 
- Pitt County Property Managers Association
  - Greenville Housing Authority
  - National Association of Human Rights Workers
  - U. S. Department of Justice – Civil Rights Division
  - Legal Aid of North Carolina
  - Salvation Army
  - Greenville Emergency Assistance
  - Greenville Community Shelter – Transitional Housing
  - Department of Social Services
  - District Attorney’s Office
  - Pitt County Sheriff’s Office
  - NAACP
  - SCLC
  - Pitt County Substance Abuse Coalition
  - Citizens United Against Violence
  - Greenville-Pitt Chamber of Commerce
  - Greenville Police Department
  - Greenville Fire/Rescue Department
  - Greenville Youth Council

**Objective 2:** Reward good human relations practices.

- Create a “Community Celebration and Awards Program”
- Collaborate with The Daily Reflector and other media to spotlight individuals or organizations
- Use media (GTV-9) to honor individuals or organizations
- Certificates

**GOAL (Long-Term)**

- ❖ **Goal 1: Adopt a Fair Housing Ordinance for the City of Greenville.** A Fair Housing Ordinance will give the Human Relations Council and staff the authority to investigate and resolve complaints alleging discrimination in housing which violates Federal and State fair housing laws.



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## FEASIBILITY STUDIES

The Human Relations Council has discussed the need for conducting feasibility studies for the following areas:

**Issue No. 1:** To establish a Joint Human Relations Commission between the City of Greenville and Pitt County. The purpose of a joint Human Relations Commission between the City of Greenville and Pitt County would be to combine manpower to deal with investigating and resolving all complaints within Greenville, Pitt County and surrounding regions as approved by the State with Substantial Equivalency Certification. As a result both organizations would be compensated by the State for the additional workload.

**Issue No. 2:** Apply for Substantial Equivalency Certification through HUD. In order for the City to be granted the power to act on the behalf of the State, the City of Greenville (Human Relations Council) must be certified by HUD. The municipality will be authorized to begin handling some the workload for HUD from other municipalities' (Bethel, Falkland, etc).

The Human Relations Council has a concern for the increase in the workload for the Human Relations Council and staff members in investigating, processing, and maintaining records for the State to review to ensure the local government is in compliance with their delegated authority and the liability in handling complaints that are outside of the City's jurisdiction. However, there are some advantages to receiving certification, such as funding availability, providing solutions to complaints in a timely manner and the City will have an opportunity to further its' fair housing initiative.

**Issue No. 3:** Review agencies to assist with employment issues (EEOC, Department of Labor). Review the need to build partnerships to assist with complaints of discrimination in employment matters based on race, color, age, gender, religion, national origin, and disability.

**Issue No. 4:** Expansion of Programs and Activities to Attract High School Students ("Teen Center Escape"). The purpose of a teen center is to provide high school students structured activities that will keep them engaged, off the streets, physically safe and out of trouble (socialize, enjoy music, etc). Participants are provided with a sense of direction and purpose through hands-on relationships with adult mentors and meaningful interaction with their peers.

The City's recreation and parks program is the best in the state! The City offers a wide range of programs and activities for youth that are geared to specific sports interests and recreational activities. However, none of the programs presently being offered are sponsored or were developed by the Greenville Youth Council.

The Greenville Youth Council would like to begin working with the appropriate City staff to brainstorm possible programs and activities that not only address the specialty sport and recreation interest of the youth in the community but to also address the opportunities of promoting social interactions that allow local youth to expand their understanding of different cultures, ethnic customs, etc. among the youth in the community.

This would give the youth an opportunity to better understand the City's diverse communities as a means of developing long-term friendships and working relationships among the youth who participate as they enter adulthood.

---

## IMPEDIMENTS TO REACHING GOALS

There are a number of challenges the Human Relations Council is faced with and we are concerned with the City's commitment. Other boards and commissions within the city's organization, as well as other local municipalities, are allocated financial and human resources for their boards or commissions to function effectively. Currently, there is one staff person and financial support for Young Citizen of the Year and Best-Irons Humanitarian Awards Banquet. Lack of resources has a significant impact on the work and projects that can be accomplished. We acknowledge that priorities, needs and interests of this city are great and available resources are limited. Nevertheless, the results of the Council's programs matter because individuals, families, and communities remain vulnerable to homelessness, discrimination and economic slumps. This Council will remain committed to serving the most vulnerable populations and fighting discrimination. Through the Council's work, Greenville will develop into a stronger and more vibrant community for all who live, work, play and visit in this great city.

---

## RECOMMENDATIONS – SHORT TERM GOALS

❖ **Establish a Human Relations Department with the following positions:**

Human Relations Director;  
Human Relations Specialist; and  
Administrative Secretary.

❖ **Join the National League of Cities “Inclusive Communities Campaign” by adopting the following documents (documents attached):**

A resolution supporting the City’s commitment to work towards building an inclusive community; and

A proclamation declaring the week of September 24 – 28, 2007 as Race Equality Week.

❖ **Establish a Greenville Youth Festival.** Information regarding date and time has not been determined.

## RECOMMENDATION – LONG TERM GOAL

❖ **Adopt a Fair Housing Ordinance for the City of Greenville.**

## Resolution No. \_\_\_\_\_

**WHEREAS**, the City of Greenville is committed to inclusion as a fundamental aspect our community; and

**WHEREAS**, cities and towns are the best place to make inclusiveness an everyday priority; and

**WHEREAS**, local elected officials can and should lead the way forward in making inclusiveness a priority in America's cities and towns; and

**WHEREAS**, the National League of Cities has designed the Partnership for Working Toward Inclusive Communities to support cities and towns in their commitment to inclusion; and

**WHEREAS**, the National League of Cities and its members believe an inclusive community promotes equal opportunity and fairness; and

**WHEREAS**, the National League of Cities and its members believe an inclusive community promotes citizen participation and engagement; and

**WHEREAS**, National League of Cities President James C. Hunt, Councilmember, Clarksburg, West Virginia, has invited local officials to join the Partnership for Working Toward Inclusive Communities and to make a commitment to building more inclusive communities in their own cities and towns.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Greenville hereby reaffirms our commitment to inclusion as a fundamental aspect of our community, pledges active efforts to seek to achieve that goal, and urges all citizens of Greenville to join together to support this effort.

**BE IT FURTHER RESOLVED** that Greenville joins the Partnership for Working Toward Inclusive Communities.

ADOPTED:

ATTEST:

APPROVED:

\_\_\_\_\_  
Wanda Elks, City Clerk

\_\_\_\_\_  
Don Parrott, Mayor

## PROCLAMATION

**WHEREAS**, the National League of Cities is committed to promoting racial and ethnic equality and justice as fundamental aspects of healthy communities; and

**WHEREAS**, by proclamation of the National League of Cities, we declare racism and discrimination unjust and advocate equal rights for all; and

**WHEREAS**, by Act of Congress of the United States dated July 2, 1964, the Civil Rights Act of 1964 was adopted banning discrimination because of a person's color, race, national origin, religion, or sex; and

**WHEREAS**, by Act of Congress of the United States dated July 9, 1868, the 14<sup>th</sup> Amendment of the Constitution of the United States was adopted giving all persons born or naturalized in the United States the right to due process and equal protection under the law; and

**WHEREAS**, National League of Cities President James C. Hunt, Councilmember, Clarksburg, WV, has invited local officials across the country to renew their commitment to ensuring racial equality and justice for all during the week of September 24 – 28, 2007 by reporting on successful programs and announcing specific action plans for the coming year.

**NOW, THEREFORE**, I, Robert D. Parrott, Mayor of the City of Greenville, North Carolina do hereby proclaim the week of September 24 – 28, 2007 as Race Equality Week in the City of Greenville and urge all citizens of Greenville to join together to support this effort as we reaffirm our commitment to ensuring racial and ethnic equality and justice in our city and to working with the National League of Cities to sustain this commitment throughout the country.

This \_\_\_\_\_ day of September, 2007.

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Robert D. Parrott, Mayor



# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

**Title of Item:** Request by the Environmental Advisory Commission for City Council to support the US Mayors' Climate Protection Agreement by declaring Greenville a "Cool City"

**Explanation:** During its regular meeting on February 6, 2007, the City of Greenville Environmental Advisory Commission (EAC) adopted Resolution No. 2007-02-EAC, Attachment A, supporting the US Mayor's Climate Protection Agreement and requesting that the Mayor declare the City of Greenville a "Cool City." The EAC has been researching and discussing this matter over the last several months. The EAC desires to have Greenville join other communities across the country in becoming a "Cool City." By becoming a "Cool City", the City is committing to implement measures that will help reduce global warming pollution. The following reference materials have been attached: Attachment B, the US Mayors' Climate Protection Agreement, and Attachment C, the US Mayors' Climate Protection Agreement Action Handbook. There are four main steps to becoming a "Cool City" as follows:

- 1) Take the Cool City Pledge – Sign the US Mayors' Climate Protection Agreement (MCPA). This sets the goal of reducing citywide global warming carbon dioxide pollution to 7% below 1990 levels by 2012.
- 2) Conduct a Global Warming Emissions Inventory – This will identify the City's major CO<sub>2</sub> sources and provide a baseline to judge the City's progress.
- 3) Create a Solutions Plan – The plan will identify measures that will reduce emissions while lowering energy costs for the City. There are three strategies: Green Vehicle Fleets, Energy Efficiency, and Renewable Energy.
- 4) Implement and Monitor Progress – Put the plan into action and monitor its progress periodically.

Local governments choosing to undertake this program begin by evaluating daily operations to identify ways to accomplish the objectives of the MCPA. The

Agenda Briefing

Item # 8

following are examples of measures being used to accomplish the program objectives: amending local building codes to require energy-efficient building techniques in new buildings (Green Buildings), retrofitting existing buildings, recycling and waste reduction, purchasing green vehicles, and public education. To initiate the City of Greenville’s participation in this program, the Mayor will need to sign the US Conference of Mayors Climate Protection Agreement – Signature Page presented in Attachment B.

**Fiscal Note:**

The fiscal impact on the City is dependent on the specifics of the program developed. Some practices are already being undertaken by the City, such as developing ways to increase recycling and waste reduction and development of the City’s “Keep America Beautiful” Program. Greenville Utilities also has programs that promote energy efficiency, such as their “Beat the Peak” program, participation in NC Green Power, and the E300 homebuilding program. Other measures will require additional funding. For example, the purchase of green vehicles for the City’s fleet will require additional funds due to the elevated cost of the vehicles. A “Cool City” program will require staff resources to set up and monitor the program.




**Recommendation:**

City Council review the Environmental Advisory Commission’s request to support the US Mayor’s Climate Protection Agreement by declaring the City of Greenville a “Cool City” and direct staff accordingly.

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Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

**Attachments / click to download**

-  [Attachement A - Cool Cities](#)
-  [Attachment C - Cool Cities](#)
-  [Attachment B - Cool Cities](#)

Attachment A - Cool Cities

**Resolution No. 2007-02-EAC**

RESOLUTION OF THE ENVIRONMENTAL ADVISORY COMMISSION FOR CITY COUNCIL TO SUPPORT THE US MAYORS' CLIMATE PROTECTION AGREEMENT, THEREBY DECLARING THE CITY OF GREENVILLE A "COOL CITY"

**WHEREAS,** carbon dioxide (CO<sub>2</sub>) is the major contributor to the greenhouse effect and the burning of fossil fuels is the leading source of the rising atmospheric CO<sub>2</sub> levels; and

**WHEREAS,** the US Conference of Mayors two years ago began urging cities to adopt the principles outlined in the voluntary "Climate Protection Agreement", also known as "Cool Cities" to combat global warming at the local level, by implementing procedures to curb the increasing man-made CO<sub>2</sub> emissions, which form an ever increasing component of Greenhouse Gases; and

**WHEREAS,** electric-power generation in coal-fired power plants contributes the largest component of CO<sub>2</sub> emissions followed by the exhaust from vehicular combustion engines; and

**WHEREAS,** deforestation has led to a decline in the ability to absorb CO<sub>2</sub> from the air; and

**WHEREAS,** along with CO<sub>2</sub> other pollutants, i.e. Mercury, Sulfides, Nitrous Oxides (which convert to ground-level ozone) and fine particulates, are emitted from these sources, all of which are leading contributors to chronic health problems, such as, early-onset asthma in school children and increased cardio-vascular morbidity and mortality in older adults; and

**WHEREAS,** children, whose educational success is hampered by asthma leading to frequent absences from the classroom, will leave them immediately with a reduced chance to master their curriculum and later with a reduced chance to successfully compete in a labor-market which increasingly demands high-skill levels; and

**WHEREAS,** the premature disability and death of older adults deprives the community of their wisdom and economic contributions; and

**WHEREAS,** the amount of electric energy generation is consumer driven, and the extent of vehicle related emissions is dependent on which type of combustion engine consumers choose and to which extent alternate means of transportation are available in a community; and



Attachment A - Cool Cities

**WHEREAS,** construction methods, which include energy conservation techniques like the ones promoted by *Greenville Utilities* in their *E300* program, will result in considerable reduction of energy needs; and the retrofit of older combustion engines with filters; and the replacement of vehicles with those using cleaner and energy-saving technologies, will not only result in considerable reduction of pollutant emission, resulting in turn in healthier air to breathe, but also considerable operational savings over the lifetime of the structure or vehicle; and

**WHEREAS,** appropriate infrastructure planning can further reduce the demand for and necessity of individual, motorized vehicle traffic through proximity of residences and businesses to public transportation, walk and bike ways; and

**WHEREAS,** the incorporation of green-spaces can attenuate the pollutant load through conversion and absorption; and

**WHEREAS,** Greenville's recycling program is a statewide recognized model, further promoted through participation in the *Keep America Beautiful* efforts; recycling not only protects scarce natural resources, reduces the need for landfills and creates jobs, it is also the most energy-efficient way to create consumer products;

**NOW, THEREFORE, BE IT RESOLVED,** by the Environmental Advisory Commission of the City of Greenville, that it hereby endorses the proposed declaration by The Mayor of Greenville to declare Greenville a "Cool City", and in so doing will align Greenville with over 200 cities in 38 states, committing it to making every attempt to incorporate in its public-education activities, promotions, procurements, and decision-making efforts, to reduce the consumption of fossil fuels through optimizing energy efficiencies.

This the 1<sup>st</sup> of February 2007



Ulrich Alsentzer, M.D., Chairperson  
Environmental Advisory Commission

Attachment B - Cool Cities

**ENDORISING THE US MAYORS' CLIMATE PROTECTION  
AGREEMENT**

(Endorsed Language)

ENDORISING THE U.S. MAYORS CLIMATE PROTECTION AGREEMENT

**WHEREAS**, the U.S. Conference of Mayors has previously adopted strong policy resolutions calling for cities, communities and the federal government to take actions to reduce global warming pollution; and

**WHEREAS**, the Inter-Governmental Panel on Climate Change (IPCC), the international community's most respected assemblage of scientists, has found that climate disruption is a reality and that human activities are largely responsible for increasing concentrations of global warming pollution; and

**WHEREAS**, recent, well-documented impacts of climate disruption include average global sea level increases of four to eight inches during the 20th century; a 40 percent decline in Arctic sea-ice thickness; and nine of the ten hottest years on record occurring in the past decade; and

**WHEREAS**, climate disruption of the magnitude now predicted by the scientific community will cause extremely costly disruption of human and natural systems throughout the world including: increased risk of floods or droughts; sea-level rises that interact with coastal storms to erode beaches, inundate land, and damage structures; more frequent and extreme heat waves; more frequent and greater concentrations of smog; and

**WHEREAS**, on February 16, 2005, the Kyoto Protocol, an international agreement to address climate disruption, went into effect in the 141 countries that have ratified it to date; 38 of those countries are now legally required to reduce greenhouse gas emissions on average 5.2 percent below 1990 levels by 2012; and

**WHEREAS**, the United States of America, with less than five percent of the world's population, is responsible for producing approximately 25 percent of the world's global warming pollutants; and

**WHEREAS**, the Kyoto Protocol emissions reduction target for the U.S. would have been 7 percent below 1990 levels by 2012; and

**WHEREAS**, many leading US companies that have adopted greenhouse gas reduction programs to demonstrate corporate social responsibility have also publicly expressed preference for the US to adopt precise and mandatory emissions targets and timetables as a means by which to remain competitive in the international marketplace, to mitigate financial risk and to promote sound investment decisions; and

**WHEREAS**, state and local governments throughout the United States are adopting emission reduction targets and programs and that this leadership is bipartisan, coming from Republican and Democratic governors and mayors alike; and

## Attachment B - Cool Cities

12. Help educate the public, schools, other jurisdictions, professional associations, business and industry about reducing global warming pollution.

**NOW, THEREFORE, BE IT RESOLVED** that The U.S. Conference of Mayors endorses the U.S. Mayors Climate Protection Agreement as amended by the 73rd annual U.S. Conference of Mayors meeting and urges mayors from around the nation to join this effort.

**BE IT FURTHER RESOLVED**, The U.S. Conference of Mayors will work in conjunction with ICLEI Local Governments for Sustainability and other appropriate organizations to track progress and implementation of the U.S. Mayors Climate Protection Agreement as amended by the 73rd annual U.S. Conference of Mayors meeting.

**US Conference of Mayors Climate Protection Agreement – Signature Page**

You have my support for the US Mayors Climate Protection Agreement.

Date: March 5, 2007

Mayor: Robert D. Parrott

Signature: \_\_\_\_\_

Address: P O Box 7207

City: Greenville State: NC Zip: 27835

Mayor's Email: dparrott@greenvillenc.gov

Staff Contact Name: Lisa Ann Kirby

Staff Contact Title: Civil Engineer II

Staff Phone: (252) 329-4683

Staff Email: lkirby@greenvillenc.gov

Please add my comments in support of the US Mayors Climate Protection Agreement.  
We will add these to the Website (optional):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please return completed form at your earliest convenience to:  
**US Mayors Climate Protection Agreement**

By Mail:  
c/o City of Seattle  
Office of Sustainability and Environment  
Seattle Municipal Tower  
PO Box 94729  
Seattle, WA 98124-4729

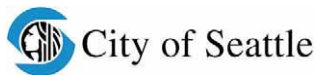
By Fax: (206) 684-3013  
By Email: [leanie.boawn@seattle.gov](mailto:leanie.boawn@seattle.gov)  
For more Information: (206) 615-0817

# U.S. MAYORS'

## CLIMATE PROTECTION AGREEMENT



## CLIMATE ACTION HANDBOOK



## Attachment C - Cool Cities

The Climate Action Handbook is a resource guide on climate protection created by ICLEI - Local Governments for Sustainability with support from the City of Seattle and the U.S. Conference of Mayors.



### ICLEI - Local Governments for Sustainability

**Executive Director, ICLEI U.S.A**  
Michelle Wyman



### City of Seattle

**Mayor**  
Greg Nickels

**Director, Office of Sustainability and the Environment**  
Steve Nicholas



### U.S. Conference of Mayors

**Executive Director**  
Tom Cochran

**President**  
Mayor Michael Guido, Dearborn (MI)

**Vice President**  
Mayor Doug Palmer, Trenton (NJ)

**Chair of Advisory Board**  
Mayor Manuel Diaz, Miami (FL)

**Energy Commission Chair**  
Mayor Will Wynn, Austin (TX)

**Environment Commission Chair**  
Mayor Patrick McCrory, Charlotte (NJ)

### U.S. Mayors' Council on Climate Protection

**Co-chairs**  
Mayor Greg Nickels, Seattle (WA)  
Mayor James Brainard, Carmel (IN)

### ICLEI - Local Governments for Sustainability

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# purpose

## Climate Action Handbook

The Climate Action Handbook offers examples of actions that local governments can take to reduce global warming emissions and implement the commitments for climate protection called out in the U.S. Mayors' Climate Protection Agreement (MCPA). The Handbook demonstrates that climate protection does not necessitate entirely new government operations. It is a matter of streamlining and making modifications and improvements to many of the systems and operations a city already has in place.

This Handbook offers initial steps a city can take to effectively engage in meeting the 7 percent target set forth in the MCPA and achieve deeper reductions for reducing the greenhouse gas emissions that are global warming pollutants.

This guide is separated into three sections that offer simple next steps to advance climate protection in your city:

Section 1: [Policies](#)

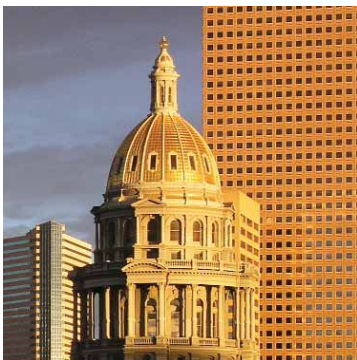
Section 2: [Actions & Tools](#)

Section 3: [Best Practices & Resources](#)

This handbook contains an abundance of resources and tools, which are marked as follows:

**R** For informational Web **RESOURCES**

**T** For **TOOLS** that are available to assist you



## What Can Local Governments do?

Local governments have the power to affect the main sources of pollution directly linked to climate change: energy use, transportation, and waste. Cities control the day-to-day activities that determine the amount of energy used and waste generated by their community - from land use and zoning decisions to control over building codes and licenses, infrastructure investments, municipal service delivery and management of schools, parks and recreation areas.

A range of actions can be incorporated into these operations to reduce associated global warming emissions. Local governments are uniquely positioned to influence citizen behaviors that directly affect climate change such as transportation options, energy consumption patterns, and general consumer decisions.

The following sections offer the policies, tools and best practices needed to help a city meet the commitments of the MCPA and positively support the path to effectively reducing global warming pollutants and advancing climate protection.



# climate protection benefits



## ❖ Save Taxpayer Dollars

Actions that reduce global warming pollution also reduce electricity and fuel use, minimizing energy costs for citizens, businesses and local governments. In 2005, through ICLEI's Cities for Climate Protection® (CCP) Campaign more than 160 U.S. local governments reported collective savings of over 23 million tons of global warming pollution and \$600 million in related energy and fuel costs.

## ❖ Build the Local Economy and Create Jobs

Decreased energy costs and the provision of new energy services and technologies (e.g. energy efficiency and renewable energy) give local government and private firms a competitive edge. Demand for energy efficient products and services and for new or alternative energy technologies expands local business and creates local jobs.

## ❖ Improve Air Quality and Public Health

Reducing global warming pollutants also helps cities comply with federal air quality regulations and preserves federal funding for local projects. These strategies ultimately create less air pollution, which results in fewer air quality-related public health impacts, such as asthma and other respiratory ailments.

## ❖ Improve Community Livability

Cutting global warming pollution includes measures that also reduce auto dependency and traffic congestion, clean the air, and contribute to more efficient land use patterns and walkable neighborhoods. In combination, these types of measures can help build a more livable community.

## ❖ Connect Cities with National Leaders and Resources

The expanding network of cities committed to advancing climate protection represent U.S. MCPA signatories, CCP cities and member cities of the U.S. Conference of Mayors.

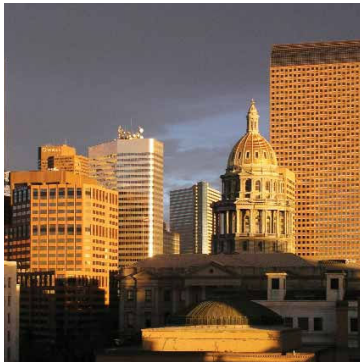
## ❖ Create a Legacy of Leadership

Taking action on climate change provides tangible benefits for citizens today – and ensures that future generations will have access to the resources that support healthy, prosperous, and livable communities.

# section 1

# policies

Planning for longterm municipal commitments is the crucial first step for a city engaging in climate protection actions. Policies and resolutions help build political will and ensure that a city's capital investments and operational changes can realize the intended benefits over time. Cities can also enact local, state, and national policies and legislation that build political support for climate protection.



## Lead Climate Cities: U.S. Mayors' Climate Protection Agreement

As a signatory to the U.S. Mayors' Climate Protection Agreement (MCPA), your city joins a leading group of cities nationwide that have committed to action to advance climate protection at the local level. Led by Seattle Mayor Greg Nickels, the MCPA aims to promote climate protection and the goals of the Kyoto Protocol – an international agreement addressing global warming pollution and ratified by 164 countries – through leadership and action by American cities.

On February 16, 2005, Seattle Mayor Greg Nickels launched the MCPA. Today it includes nearly 300 signatures from mayors representing over 49 million Americans in 44 states and Washington, D.C.

**R** To see the cities that have signed the Agreement, visit:

<http://www.seattle.gov/mayor/climate/default.htm#who>

To view full text of the MCPA, visit;

[http://www.usmayors.org/uscm/resolutions/73rd\\_conference/en\\_01.asp](http://www.usmayors.org/uscm/resolutions/73rd_conference/en_01.asp)

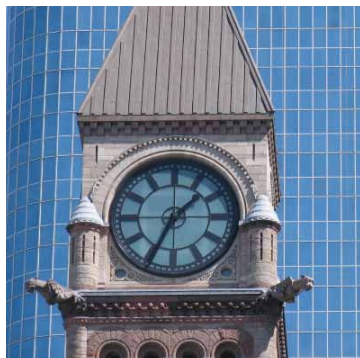
**R** For a sample resolution outlining a city's commitment, view the [City of Seattle's Resolution](#)

View a [sample resolution](#) from a city participating in ICLEI's Cities for Climate Protection Campaign

The sample above can be modified to include language specific to your community. See how the [City of Carbondale, CO](#) has personalized its resolution

## Ensure Your City's Commitment: Pass a Climate Protection Resolution

One of the first steps a city can take towards reducing global warming pollution is to pass a local resolution that affirms the city's commitment. Passing a resolution highlights the importance elected officials place on climate change and serves as another opportunity to educate the public and the local government staff while securing a path towards action and implementation far into the future.



## Implementing Climate Protection Actions

Cities can implement a range of actions to reduce global warming pollution. These measures can be instituted ad-hoc or as part of a comprehensive framework like that offered by ICLEI – Local Governments for Sustainability’s Cities for Climate Protection Campaign (CCP). Since 1993, ICLEI has helped nearly 200 local governments across the U.S. reduce global warming pollution through its CCP Campaign. The information and tools provided both here and in the “Take Action” section can serve as a useful resource for implementing strategies for reducing global warming pollution.

After a local government has made a commitment to addressing climate change, the CCP provides a five-step methodology to reduce global warming pollution. The 5 Milestones articulated by the CCP can be implemented independently or comprehensively – though greater reductions and co-benefits are realized when all of the actions are pursued in coordination. The experience of cities participating in the CCP offers a proven reference point to cities newly engaging in climate protection actions.

### The 5 Milestones of the CCP Campaign

- 1 Conduct a **baseline inventory** of global warming pollutants
- 2 Establish a **target to lower emissions**
- 3 **Develop a local Climate Action Plan (CAP)** to implement actions that reduce global warming pollution
- 4 **Implement the local Climate Action Plan**
- 5 **Measure, verify and report performance**

### ICLEI’s Cities for Climate Protection Campaign

The CCP’s 5 Milestones provides a simple, standardized means to enable your community to effectively reduce the emissions from both government operations and the community as a whole.

Engaging in the five-step process means that a city is making a commitment to reduce global warming emissions as financial and staff resources allow. The process of completing the five milestones is not necessarily linear. The milestones can be undertaken concurrently, and the specific target and contents of the local Climate Action Plan are up to each city to determine. The amount of time needed to complete the milestones also depends on the size and complexity of a city, and the availability of data, staff, and resources.

## 1 Conduct a baseline inventory

An inventory identifies and quantifies the global warming pollution produced by both government operations and the community at large in a particular year. The inventory and forecast provide a benchmark against which the city can measure the progress in terms of its own operations and that of its citizens. This emissions analysis identifies the activities that contribute to global warming pollution and the quantity of pollution generated by each of these activities. An inventory is established by collecting data about energy management, recycling and waste reduction, transportation, and land use. A local government can calculate global warming pollution for a base year (e.g. 1990) and for a forecast year (e.g. 2012). Expertise in climate science is not necessary. A wide range of government staff members, from public works to environment and facilities departments, can conduct an inventory. ICLEI also supplies technical training and support – and in some cases can provide specialized, fee-for-service project work as well.

**T ICLEI's Clean Air/Climate Protection Software:** Allows cities to calculate emissions and emissions reductions. The software enables local governments to track and quantify emissions outputs and develop emissions scenarios to inform the planning process. ICLEI's Technical Program Officers provide training and technical expertise to cities using the CACP software and implementing the CCP five milestones.

<http://www.cacpsoftware.org> - <http://www.iclei.org/usa>

**R Sample Inventories:**

[Sonoma County Greenhouse Gas Inventor](#)

[City of Somerville, MA Greenhouse Gas Inventory](#)



## 2 Establish a target to lower emissions

Setting a reduction target for global warming pollutants creates a tangible goal and metric to guide the planning and implementation of your community's action. The target in the [U.S. Mayors' Climate Protection Agreement](#) is to reduce emissions by a minimum of 7 percent below 1990 levels by 2012. Almost all of the local governments participating in ICLEI's CCP Campaign establish reduction targets of global warming pollution at 15 percent or higher to be met within a 10 year period.

**T The ICLEI network** provides access to data and information from both U.S. and international cities participating in the CCP Campaign. The CCP network offers direct access to best practices, technology transfer and cost/benefit analysis of measures. ICLEI's Clean Air/Climate Protection Software also estimates the scale of action needed to achieve a city's target once the inventory is complete.

### 3 Develop a local Climate Action Plan

A local Climate Action Plan (CAP) is a customized roadmap to reduce global warming pollution by the target that your city has identified. The CAP includes an implementation timeline for reduction measures, costs and financing mechanisms, assignments to city departments, and actions the city must implement to achieve its target. The inventory and quantification of existing climate protection measures helps guide a city to understand where they can get the largest emissions reductions. The majority of measures in CAPs fall into the following categories:

- Energy management
- Transportation
- Waste reduction
- Land use

As the next section illustrates, common measures include energy efficiency improvements to municipal buildings and water treatment facilities, streetlight retrofits, public transit improvements, installation of renewable power applications, and methane recovery from waste management.

**T** The ICLEI Clean Air/Climate Protection Software assists cities to model potential emissions reduction scenarios. Fact sheets and case studies capture capital investment and probability for return, average global warming pollution reductions, and implementation processes. Toolkits on transportation planning, urban forestry, public outreach and education are also available at <http://www.iclei.org/usa>

**R** Sample Action Plans:  
[City of Seattle Green Ribbon Commission Report](#)  
[City of Burlington, VT Climate Action Plan](#)  
[City of Boulder, CO Climate Action Plan](#)

## 4 Implement the local Climate Action Plan

Successful implementation of actions identified in the local Climate Action Plan depends on a number of factors including management and staffing, financing, a realistic timeline and stakeholder involvement in appropriate aspects of the Plan to build community support.

**T** **ICLEI best practices and case studies** offer snapshots that include information about costs, staffing and benefits as well as lessons learned. The ICLEI network of cities offers immediate access to peers and practitioners that offer informed advice. ICLEI staff also provides ongoing technical expertise to cities participating in the CCP.

## 5 Measure, verify and report performance

Verification of progress ensures integrity and accuracy in the city's efforts to achieve its global warming pollution reduction target. The reductions that a city achieves through implementation of actions to reduce global warming pollution must be monitored to measure progress. Tracking progress builds political support, informs the process and often drives further city investment to advance climate protection.

**T** When the data is maintained, **ICLEI Clean Air/Climate Protection Software** monitors, verifies and reports results to enable a city to capture quantifiable reductions and the cost savings realized as a result. The ICLEI network of cities offers resources and support to cities working towards setting and achieving their reduction targets.



## Sample Actions and Measures

This section provides a carefully selected overview of the types of measures that can make a significant impact on a city or county's emissions profile. The measures are divided into two main categories – government and community. Government measures refer to the actions the local government can take to reduce the emissions associated with their operations and activities while the community measures target the reductions associated with the operations and activities of a city's residents and commercial and industrial operations.



## Land Use Management and Urban Forestry

Increasingly, many communities are designed in such a way that residents are living farther from places of work, school, and services. This growth pattern fosters an increasing dependence on motor vehicles. This community design, commonly known as sprawl, translates into higher air and global warming pollution associated with higher rates of car travel. Development also exerts pressure on a city's open space and urban forest resources. Many scientific studies confirm that trees and vegetation are valuable resources for cooling our communities.

Local government, residents and businesses can profit from the development of dense, mixed-use neighborhoods. These measures save green spaces and money by cutting fuel, utility and infrastructure, and service delivery costs.

### Government Measures

#### Short Term

- Plant shade trees in and around local government parking lots and facilities

#### Long Term

- Co-locate facilities to reduce travel time and maximize building use
- Utilize brownfield sites where possible

### Community Measures

#### Short Term

- Maintain healthy urban forests and street trees
- Promote tree planting to increase shading and to absorb CO<sub>2</sub>

#### Long term

- Preserve open space
- Promote high-density and in-fill development through zoning policies
- Institute growth boundaries, ordinances or programs to limit suburban sprawl
- Give incentives and bonuses for development in existing downtown areas and areas near public transit
- Encourage brownfield development
- Discourage sprawl through impact, facility, mitigation, and permit fees

Item # 8

## Transportation Planning

Automobiles are a leading cause of global warming. Nationally, the transportation sector is one of the largest sources of U.S. emissions, representing nearly one-third of total emissions. It's hard to visualize, but every gallon of gasoline burned emits 20 pounds of CO<sub>2</sub> the principal global warming pollutant. Many local governments are increasing their jurisdictions' fuel efficiency by making alternative forms of transportation more accessible to residents and employees.



### Government Measures

#### Short Term

- Encourage car-pooling, van-pooling, and mass transit use by municipal employees
- Encourage telecommuting for municipal employees
- Restrict idling of municipal vehicles
- Station police officers on bicycles

#### Long Term

- Retire old and under-used vehicles
- Use car sharing programs in lieu of a city fleet
- Purchase fuel efficient (e.g. hybrid) and/or smaller fleet vehicles
- Utilize fuel-efficient vehicles (e.g. scooters) for parking enforcement
- Utilize alternative fuel vehicles (biodeisel, ethanol, electric, compressed natural gas) for city fleet

### Community Measures

#### Short Term

- Promote commute trip reduction programs, incentives for car and van pooling, and public transit
- Restrict idling at public facilities
- Improve traffic signal synchronization
- Open local government alternative fueling stations to the public

#### Long Term

- Promote community purchases of compact and hybrid vehicles
- Help bring car sharing programs to the community
- Implement bicycle and pedestrian infrastructure programs
- Provide electric plug-in stations for freight vehicles at truck stops or boats marinas and ports





## Green Power

Electricity that is generated from renewable energy sources is often referred to as “green power.” Unlike fossil fuel-based power, these sources of energy emit no or low global warming pollutants. Green power can include electricity generated exclusively from renewable resources including wind, hydro-electric or solar power - or electricity produced from a combination of fossil and renewable resources. Cities can source renewable energy through utilities offering green power programs, through the purchase of renewable energy certificates called Green Tags or by installing on-site renewable technologies, such as solar panels.

### Government Measures

#### Short Term

- Purchase green electricity from solar, geothermal, wind or hydroelectric sources
- Purchase green tags/renewable energy certificates

#### Long Term

- Install solar panels on municipal facilities
- Generate electricity from landfill or wastewater methane or refuse

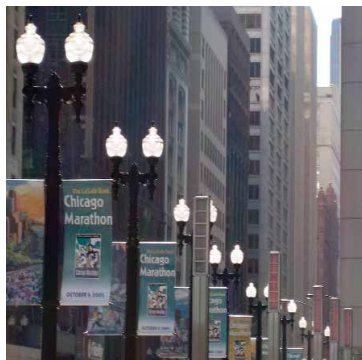
### Community Measures

#### Short Term

- Promote community clean energy use through green power purchasing or on-site renewable technologies

#### Long term

- Offer incentives to foster solar photovoltaic installations in the community
- Implement a form of community choice aggregation



## Energy Efficiency

Energy efficiency programs offer one of the best ways to reduce global warming pollutants. A large share of fossil fuel use is dedicated to providing the electricity that powers almost all aspects of our daily lives. Globally, 75 percent of all energy is consumed in cities. In addition, U.S. State and local governments spend upwards of \$40 billion a year on energy consuming products and equipment.

### Government Measures

#### Short Term

- ✦ Install energy-efficient exit sign lighting
- ✦ Perform energy-efficient building lighting retrofits
- ✦ Institute a “lights out at night” policy
- ✦ Institute a “lights out when not in use” policy
- ✦ Install building/office occupancy sensors
- ✦ Purchase only ENERGY STAR equipment and appliances for City use. Negotiate prices by purchasing in bulk where feasible.

#### Long Term

- ✦ Conduct an energy audit of municipal facilities
- ✦ Implement an energy tracking and management system
- ✦ Perform heating, cooling and ventilation system retrofits (e.g. chillers, boilers, fans, pumps, belts, fuel-switching from electric to gas heating)
- ✦ Install ENERGY STAR appliances - and require this and the following in specs/purchasing RFPs
- ✦ Install green or reflective roofing
- ✦ Improve water pumping energy efficiency
- ✦ Install energy-efficient vending machines
- ✦ Install energy-efficient traffic lights
- ✦ Install energy-efficient street lights (e.g. high pressure sodium)
- ✦ Decrease average daily time for street light operation

### Community Measures

#### Short Term

- ✦ Adopt stringent residential or commercial energy code requirements
- ✦ Promote energy conservation through campaigns targeted at residents and businesses

#### Long Term

- ✦ Implement a low-income weatherization program
- ✦ Implement district heating and cooling
- ✦ Implement time-of-use or peak demand energy pricing
- ✦ Install energy-efficient co-generation power production facilities
- ✦ Launch an “energy efficiency challenge” campaign for community residents
- ✦ Promote participation in a local green business program
- ✦ Promote the purchase of ENERGY STAR appliances
- ✦ Promote water conservation through technological and behavioral modification



## Green Building

Cities across the country are passing ordinances to mandate that municipal buildings meet green building standards. One of the most frequently cited standards are those set by the Leadership in Energy and Environmental Design (LEED) program of the U.S. Green Building Council and the U.S. EPA and Department of Energy's ENERGY STAR program. This series of programs for new and existing buildings, as well as community design, provides a framework for cities to begin implementing energy efficiency and green building techniques that save thousands of dollars and avert greenhouse gas emissions.

### Government Measures

#### Short Term

- Encourage/Sponsor city staff to become LEED Accredited Professionals

#### Long Term

- Require all new construction projects to be LEED certified
- Require all retrofit projects to become LEED certified

### Community Measures

#### Short Term

- Provide green building information to the public
- Share the efforts and knowledge of the city's green building resources

#### Long Term

- Encourage incentives or mandate developers to construct LEED certified or ENERGY STAR homes

## Water and Wastewater Management

Nationwide, drinking water and wastewater systems cost more than \$4 billion a year in energy costs to pump, treat, deliver, collect, and clean water – and the majority of this cost is paid for by municipalities. The energy costs to run drinking water and wastewater systems can represent as much as one-third of a municipality's energy bill and this is often the single largest utility expenditure for a city.

### Government Measures

#### Short Term

- Install variable frequency drives for water pumps
- Install energy efficient motors into equipment
- Make heating, cooling, and ventilation improvements in these facilities

#### Long Term

- Establish methane recovery systems in local wastewater treatment plants
- Install an anaerobic digester at the wastewater treatment facility and optimize the co-generation potential of this technology

# action & tools



## Recycling and Waste Reduction

Waste prevention and recycling eliminates global warming pollution by reducing landfill methane emissions, transportation-related emissions and overall energy savings by reusing items that would otherwise have to be manufactured.

### Government Measures

#### Short Term

- Establish/expand recycling programs
- Implement organics and yard debris collection and composting

#### Long Term

- Establish system for reuse or recycling of construction and demolition materials for government construction projects
- Implement solid waste reduction programs for facilities
- Implement environmentally preferable purchasing program
- Establish a methane collection system for your landfill or consider a waste-to-energy facility for your community

### Community Measures

#### Short Term

- Establish/expand recycling programs and set aggressive recycling targets/goals
- Educate the public about existing programs to boost compliance
- Implement penalties for non-compliance with recycling programs

#### Long Term

- Implement organics and yard debris collection and composting
- Establish system for reuse or recycling of construction and demolition materials
- Implement solid waste reduction programs



## Education and Outreach

From how you heat your home to how you drive your car, the daily choices that every citizen makes can impact both local and global warming pollution. Educating government staff and the public is the crucial first step to changing the behaviors that contribute to climate change.

### Government Measures

#### Short Term

- Educate city staff about reducing global warming pollution and its importance to their work and the city's mission

### Community Measures

#### Short Term & Long Term

- Help educate the public, schools, other jurisdictions, professional associations, business, and industry about reducing global warming pollution

## Cost effective actions to reduce global warming pollution

### ❖ Education

Effectively communicating to a city's staff the importance and impact of taking actions to reduce global warming pollution is key to the success of the following measures. Motivating staff to partner and pioneer simple energy and water conservation actions and implement complex measures is integral to ensuring the success of programs. See the [Education and Outreach](#) page for more information.

### ❖ Clean Fleets and Fuel

From restricting the idling of all city staff vehicles or assigning police officers to patrol on bicycles in dense urban areas to purchasing the most fuel efficient vehicles possible or using alternative fuels – cities can reduce emissions and costs from what is often one of the largest sources of global warming pollution – transportation. See the [Transportation](#) page for more information.

### ❖ Recycling

Waste prevention and recycling reduces global warming pollution by reducing methane emissions and saving energy. Reducing the waste stream produced by city staff operations cuts the volume of waste disposed, reduces solid waste collection fees and can even generate revenue. In 2001 ICLEI found that more than 70 percent of reported global warming pollution reductions from CCP participants were due to waste-related activities. See the [Recycling and Waste Reduction](#) page for more information.

### ❖ Switch to LED's or CFL's

Save energy and maintenance costs by switching to LEDs (Light Emitting Diodes) in traffic signals and exit lights. Use CFLS (Compact Fluorescent Lights) to light municipal buildings. LEDs are 90 percent more energy efficient and last 6–10 times longer than conventional lights and CFLs use up to 66 percent less energy than a standard incandescent bulb and last up to 10 times longer. Both LEDs and CFLs significantly lower both energy and maintenance costs. See the [Energy Efficiency](#) page for more information.

### ❖ Turn out the lights at night

Instituting a “lights out at night” or “while not in use” policy is an easy and effective way to save electricity, reduce global warming pollution, and save municipal dollars. This can be accomplished through educational campaigns and through technology, such as timers and occupancy sensors. See the [Energy Efficiency](#) page for more information.

## ❖ Purchase energy efficient equipment

Look for ENERGY STAR labeled equipment. ENERGY STAR computers use 70 percent less electricity than non-ENERGY STAR equipment. Some ENERGY STAR copy machines reduce paper costs by \$60 a month and reduce energy costs at the same time, and fax machines that have earned the ENERGY STAR label can cut associated energy costs by 40 percent. See the [Energy Efficiency](#) page for more information.

## ❖ Lighten Rooftops

In warm climates, cool roofs can absorb less solar energy and quickly release any heat that they store. Simply adding a highly reflective/emissive coating to a black or metal roof on a city building can reduce the need for air conditioning and produce huge annual cost and energy savings while decreasing global warming pollution at the same time. See the [Green Building](#) page for more information.

## ❖ Encourage Commuters to take Public Transit

In cities with public transit systems, providing incentives for employees and commuters in the community to commute via public transit is one way for cities to decrease traffic, free up downtown parking spaces, and reduce emissions. These can include subsidized or free transit passes, parking cash-out programs, coordinated car or van pools, and programs such as a commuter challenge. See the [Transportation](#) page for more information.

## ❖ Plant Trees

Studies have shown that well-landscaped commercial buildings and residential neighborhoods have lower heating and cooling costs. Strategically planted street trees and shrubs can significantly reduce cooling costs around low-rise facilities by providing shade in the summer months. Planting deciduous trees can offers shade in the summer and allows the sun to warm buildings naturally in the winter. See the [Land Use](#) page for more information.



## Land Use

### Best Practices

#### Sacramento's Transit Village Redevelopment

The City of Sacramento's 65th Street/Transit Village redevelopment project provides a 20-25 year plan for mixed use, transit-oriented development in East Sacramento. The goal of this project is to improve pedestrian and bicycle circulation, increase residents', shoppers', and workers' access to the city's light rail system and strengthen this neighborhood's connection to the nearby California State University, Sacramento. The project was examined using six different scenarios of varying densities and mixed uses. In 2003, the residentially focused, transit-oriented model predicted that households would drive 2,000 miles less per year compared to the existing zoning and existing use scenarios. This reduces each household's emissions by one ton of CO<sub>2</sub> yearly.

#### Newark's Tree Planting Initiative

In 2004, Newark undertook a new project to create a more attractive, healthier, energy-efficient city with one simple tool: trees. Utilizing funding from a statewide urban forest energy efficiency initiative called "Cool Cities," Newark planted 500 trees in strategic areas to employ the trees' energy efficiency and air pollution reduction benefits. The City anticipates each tree will reduce heating and cooling costs by up to 12 percent for buildings that are shaded by the trees, which will in-turn, reduce energy use and global warming pollution.

### Resources

Victoria Transport Policy Institute <http://www.vtpi.org/documents/smart.php>

Smart Growth Online <http://www.smartgrowth.org>

CCAP Guidebook <http://www.ccap.org>

ICLEI Land Use and Transportation Planning Toolkit <http://www.iclei.org>

Smartgrowth America <http://www.smartgrowthamerica.com>

EPA Getting to Smart Growth: 100 policies for Implementation:  
<http://www.smartgrowth.org/pdf/gettosg.pdf>

EPA Getting to Smart Growth: II <http://www.smartgrowth.org/pdf/gettosg2.pdf>

Smart Growth Toolkit Geared towards MA Municipalities, but generally applicable  
[http://www.mass.gov/envir/smart\\_growth\\_toolkit](http://www.mass.gov/envir/smart_growth_toolkit)

National Governor's Association – Growth and Quality of Life Toolkit  
<http://www.nga.org/portal/site/nga/menuitem.9123e83a1f6786440ddcbbeb501010a0/?vgnnextoid=adeb5aa265b32010VgnVCM1000001a01010aRCRD>

Transportation Research Board – State by State Smart Growth Resources by State  
<http://www.trb.org/conferences/2002SmartGrowth.pdf>

American Forests <http://www.americanforests.org>

USDA Urban Forest Research Center <http://www.fs.fed.us/ne/syracuse/index.html>

section3

# best practices & resources

Land Use "Resources" continued...

**Northeast Urban Tree Center** – Tools for assessing Urban Tree Health and Establishing Design Guidelines <http://www.umass.edu/urbantree/projects.shtml>

**Air Pollution Removal Calculator:** This program is designed to estimate pollution removal and value for urban trees based on basic user inputs about the study area (e.g. a park). This program uses local data analyzed for various cities by the Urban Forest Effects (UFORE) model. <http://www.fs.fed.us/ne/syracuse/Tools/tools.htm>

**Ordinances/Resolutions:**

**Visit the Congress for New Urbanisms Web site** for a listing of Model TOD Ordinances, [http://www.cnu.org/pdf/code\\_catalog\\_8-1-01.pdf](http://www.cnu.org/pdf/code_catalog_8-1-01.pdf)

**Model Ordinances for Traditional Neighborhood Design and Neighborhood Preservation** <http://www.smartgrowth.org/library/byldrtype.asp?typ=1&res=1400>

**American Planning Association's Growing Smart Legislative Guidebook:** Model Statutes for Planning and the Management of Change <http://www.planning.org/growingsmart>  
**Guidelines for Developing and Evaluating Tree Ordinances.** A website from the USDA Forest Service and the International Society of Arboriculture, which includes information on planning for an ordinance, drafting an ordinance and evaluating an ordinance. <http://www.isa-arbor.com/publications/ordinance.aspx>



## Transportation

### Best Practices

#### Honolulu's Bus Rapid Transit Program

A steady growth in passengers choosing the bus for their commute has accompanied the expansion of Honolulu's Bus Rapid Transit (BRT) program. Monthly ridership has increased from about 100,000 riders since 1999, when the program began, to over 630,000 in 2005. Assuming that half of BRT ridership represents a shift from trips made in passenger vehicles to trips taken on BRT, this equated to an annual CO<sub>2</sub> reduction of approximately 7,000 tons.

#### Portland's Light Rail System

The TriMet Metropolitan Area Express (MAX) light rail system, serving 64 stations over 44 miles of track in the Portland metropolitan area, sees 97,000 trips each weekday. More than \$3 billion in development has occurred along MAX lines since the decision to build was made in 1978. MAX ridership now eliminates 22.2 million car trips per year, offsetting an estimated 26,400 tons of CO<sub>2</sub> annually, while reducing traffic, improving air quality, and preserving neighborhood livability - and public transit use has grown 75 percent since 1990.

#### Philadelphia's Carsharing for the City Fleet

The City of Philadelphia and PhillyCarShare instituted a novel car sharing system that includes both local residents and government employees. The program replaced 330 municipal vehicles and saved the city \$2 million each year. In the community, 1,200 citizen vehicles were replaced saving residents \$5.5 million in costs and reducing vehicle travel by 8.2 million fewer miles per year.

Item # 8



Transportation "Best Practices"  
continued...

## Seattle's Bicycle and Pedestrian Planning

A substantial proportion of Seattleites use their bicycles for recreation or transportation. It is estimated that about 36 percent of Seattle's 520,000 citizens engage in recreational bicycling and 11 percent of commute trips are walking and bicycling trips (7 percent walking and 4 percent bicycling, respectively). In some parts of the city, bicycling and walking make up 20 percent of the commute trips. By cycling, residents avert emissions that would have otherwise been made by car trips. Cyclists and pedestrians are able to take advantage the extensive urban trails network. Seattle has about 28 miles of shared use paths, 22 miles of on-street, striped bike lanes, and about 90 miles of signed bike routes. The City's Department of Transportation has a Bicycle Program that is developing the City's first Bicycle Master Plan to improve and expand the network of shared use paths, bike lanes, signed bike routes, arterials with wide shoulders and pedestrian pathways.

## Marin County's Safe Routes to Schools

Today only 13 percent of children walk or bicycle to school, as opposed to 66 percent in 1970. According to a study by Marin County Safe Routes to School, 21-27 percent of the county's morning traffic can be attributed to parents driving their children to school. More parents drive their children as a result of increased congestion near schools, further aggravating the problem. These trends have serious implications for both childhood obesity and respiratory problems, which are both rising trends. The Safe Routes to Schools program promotes walking and biking to school in order to reduce pollution and promote children's health and community livability. Since the program was instituted, single student car trips have dropped by 13 percent, saving over 4,250 one-way trips each day.

## Keene's Conversion to Biodiesel

From fire engines to snowplows, all 77 of the vehicles in the City of Keene, New Hampshire's Public Works Department are running smoothly on B20 biodiesel. The fleet is fueled onsite at the department's pump. The biodiesel performs well in cold temperatures and has improved the air quality inside the fleet maintenance facility. The City has burned more than 4,400 gallons of biodiesel since 2002, which prevents an estimated 12 tons of CO<sub>2</sub> from entering the atmosphere annually.

## **R** Resources

### General Transportation Planning Information:

American Public Transportation Association <http://www.apta.com>

Transportation Research Board <http://www.trb.org>

Win-Win Transport Emissions Strategies – A paper from the Victoria Transport Policy Institute <http://www.vtpi.org/wwclimate.pdf>

Clean Air and Transportation Resources from the U.S. Department of Transportation <http://www.italladdsup.gov/resources/index.asp>

National Congestion and Travel Time Data from the Texas Transportation Institute's Urban Mobility Report <http://mobility.tamu.edu/ums>

### Walking and Bicycle Planning Resources

<http://www.vtpi.org/documents/walking.php> ; <http://www.bikewalk.org>

*Transportation "Resources"  
continued...*

## Transportation Planning Tools:

**Travel Matters' Transit Planning Emissions Calculator:** Quantify the impact of transit decisions on global warming pollution. An online tool for measuring the emissions impact of making transit buses more fuel efficient.

<http://www.travelmatters.org>

**Center for Transportation Excellence's Transit Benefits Calculator:** Estimate the co-benefits of transit investments. An online tool that focuses on the local economic benefits of transit investments. <http://www.cfte.org/calculator.asp>

**EPA's COMMUTER Model:** Examining the Benefits of Transportation and Air Quality Programs Focused on Commuting. A model for quantifying the emissions benefits of strategies to reduce solo commuting.

[http://www.epa.gov/otaq/stateresources/policy/pag\\_transp.htm#cp](http://www.epa.gov/otaq/stateresources/policy/pag_transp.htm#cp)

**ICLEI Land Use and Transportation Toolkit** <http://www.iclei.org>

## Commute Trip Reduction:

**Case studies from Best Workplaces for Commuters** on creating commute reduction programs from carpooling to parking cash out programs

<http://www.bwc.gov/employ/benefits.htm>

**The U.S. EPA has developed a Web-based Calculator** to enable an employer considering Best Workplaces for Commuters to estimate the financial, environmental, traffic-related, and other benefits of joining the program. <http://www.bwc.gov/resource/calc.htm>

**Car sharing strategies** from the Victoria Transport Policy Institute:

<http://www.vtpi.org/tdm/tdm7.htm>

**The Car Sharing Library** – A listing of resources <http://www.carsharing.net/library/index.html>

## Commute Trip Reduction - Ordinances/Resolutions:

**Commute Trip Reduction Model Ordinance from the Washington State Department of Transportation**

<http://www.wsdot.wa.gov/tdm/tripreduction/download/ModelOrdinanceFNAL.doc>

**Transportation Demand Management Model Ordinance from the State of Minnesota**

<http://server.admin.state.mn.us/pdf/2000/eqb/ModelOrdWhole.pdf>

## Green Fleets:

**The Clean Fleet Guide** features tools to help fleets make "green" vehicle and fuel decisions including specifications on available alternative fuel and advanced technology vehicles, tools to perform cost analyses based on specific locations, and information on other technologies that can help improve fuel economy. <http://www.eere.energy.gov/fleetguide>

**Clean Cities** is committed to providing coalitions, fleet managers, and the public with accurate, accessible information. Data on purchasing alternative fuel and advanced technology vehicles to emissions and fuel information.

[http://www.eere.energy.gov/cleancities/tools\\_info.html](http://www.eere.energy.gov/cleancities/tools_info.html)

## EPA Green Fleet FAQ

<http://www.epa.gov/emissweb/faq.htm>

**Green Driving Tips** – Driving and maintenance tips for emissions reductions.

<http://www.tripnet.org/GreenDrivingTips.PDF>

## section3

# best practices & resources

Transportation "Resources"  
continued...

### Green Fleet - Ordinances/Resolutions:

#### Model Low Emissions Vehicles Ordinance

<http://www.airquality.org/modelord/EpisodicModelLEFleetV10.pdf>

#### Model Greenfleet Policy Ordinance from ICLEI's Greenfleets Web site

<http://www.greenfleets.org/MakeltOfficial.html#Write%20Your%20Own>

[http://www.cleanaircounts.org/content/Green\\_Fleet\\_Policy\\_Ordinance.pdf](http://www.cleanaircounts.org/content/Green_Fleet_Policy_Ordinance.pdf)

#### The City of Seattle Green Fleet Policy

<http://www.cityofseattle.net/environment/Documents/CleanGreenFleetAP.pdf>

The City of Seattle Green Fleet Resolution <http://www.greenfleets.org/Seattle.html>

The City of Denver Green Fleet Resolution <http://www.greenfleets.org/DenverRevised.html>

### Alternative & Clean Fuels:

National Clean Diesel Campaign <http://www.cleanfleetsusa.net>

Alternative Fuels Data Center <http://www.eere.energy.gov/afdc>

Biodiesel Board – A national non-profit trade association <http://www.biodiesel.org>

School Bus Toolkit [http://www.eere.energy.gov/afdc/apps/toolkit/school\\_bus\\_toolkit.html](http://www.eere.energy.gov/afdc/apps/toolkit/school_bus_toolkit.html)

Transit Vehicle Toolkit [http://www.eere.energy.gov/afdc/apps/toolkit/transit\\_bus\\_toolkit.html](http://www.eere.energy.gov/afdc/apps/toolkit/transit_bus_toolkit.html)

National Clean Diesel Campaign <http://www.cleanfleetsusa.net>

### Pedestrian/Bicycle Resources:

#### Pedestrian Planning from the U.S. Department of Transportation

<http://www.walkinginfo.org/pedsafe>

#### Walking and Bicycle Planning Resources

<http://www.vtapi.org/documents/walking.php> <http://www.bikewalk.org>

Safe Routes to Schools <http://www.saferoutestoschools.org>

### Pedestrian/Bicycle Resources - Ordinances/Resolutions:

#### Exemplary Bicycle and Pedestrian Master Plans

<http://www.bicyclinginfo.org/pp/exemplary.htm>



## Green Power

### Best Practices

#### Montgomery County, Maryland's Green Power Purchasing

In 2004, Montgomery County led a group of local governments and local government agencies in a wind energy purchase that represents 5 percent of the buying group's total electricity needs. Under the two-year deal, the buying group will collectively purchase 38 million kWh of wind energy annually, translating into a yearly reduction of 21,000 tons of CO<sub>2</sub>, 95,000 pounds of nitrous oxides, and 1.4 pounds of mercury. The County demonstrated the benefits of renewable energy in meeting the requirements of the federal Clean Air Act by including the wind energy purchase as a control measure for ozone pollution in a State Implementation Plan for air quality improvement. The County plans to offer

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*Green Power “Best Practices”  
continued...*

expense of the wind power purchase by instituting employee energy efficiency programs such as turning off lights, computers, and office equipment when not in use.

#### **District Energy Saint Paul Wood-fired Cogeneration**

District Energy Saint Paul Inc.'s new \$52 million combined heat and power plant uses 275,000 tons of clean wood waste fuel each year. Under a 20-year agreement with Xcel Energy, the plant generates 25 megawatts of electricity, enough to power 20,000 homes. The plant significantly reduces air pollution by displacing 110,000 tons of coal, reducing SO<sub>2</sub> emissions by 600 tons per year and fossil fuel derived CO<sub>2</sub> emissions by 283,000 tons per year, plus an additional 50,000 tons from efficiencies compared to on-site systems. District Energy heats/cooling twice the building area vs. on-site systems with the same fuel input; serves 80 percent of downtown building space, including the State Capitol complex and 300 residences; is the largest hot water district heating and chilled water cooling system in North America.

#### **Portland's 100 % Renewable Goal**

Portland Oregon' Local Action Plan on Global Warming sets aggressive goals for renewable resources, instructing the City to acquire 100 percent of its energy needs from renewable sources by 2010 with an interim target of 10 percent by 2003. Actual renewable energy purchased currently stands at around 11 percent. To meet the long term goal, the City has invested in hydroelectric turbines in its drinking water reservoir system and a fuel cell powered by waste methane. Most significantly, in June 2003, the City purchased green energy certificates representing nearly 44 million kilo watt hours of wind power – enough to supply nearly 4,000 homes for a year.

#### **Seattle City Light's Net Zero Emissions Policy**

In 2000, the Mayor and City Council mandated Seattle City Light to meet all new electrical demand with cost-effective conservation and renewable energy resources and achieve zero net emissions of global warming pollutants. As of 2005, Seattle City Light is reaching both these goals. Seattle has a low baseline of global warming pollution because clean hydropower produces most of the city's electricity. But even with this green power, the utility still produces some emissions from its fleet and building operations, among other examples. To reach zero net global warming pollutant emissions, the utility mitigates for all emissions by purchasing offsets; in 2004 and 2005, City Light paid less than \$2 per year per City Light rate payer for offsets through a variety of projects, such as supporting biodiesel in Seattle area fleets and contracting with DuPont Fluorochemicals to install a technology that substantially cut global warming pollution. Maintaining these policies avoids 200,000 metric tons of global warming pollutants being added to the atmosphere.

### **Ⓡ Resources**

**EPA's Guide to Green Power Purchasing** – The Guide includes information about different types of green power products, the benefits of green power purchasing, and how to capture the benefits of green power purchasing.

<http://www.epa.gov/greenpower/buygreenpower/guide.htm>

**Green Power Partnership** – A program that promotes the purchase of green power in the private and public sector. <http://www.epa.gov/greenpower>

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# best practices & resources

*Green Power "Best Practices"  
continued...*

**Green Tags vs. Delivered Products** – A primer comparing these two types of programs. <http://www.epa.gov/greeningepa/content/energy/pdf/greentags.pdf>

**Green Tags** [http://www.eere.energy.gov/femp/technologies/renewable\\_purchasepower.cfm](http://www.eere.energy.gov/femp/technologies/renewable_purchasepower.cfm)

**Green Pricing utility programs by state**

<http://www.eere.energy.gov/greenpower/markets/pricing.shtml?page=1>

**The Database of State Incentives for Renewable Energy (DSIRE)** is a comprehensive source of information on state, local, utility, and selected federal incentives that promote renewable energy. <http://www.dsireusa.org>

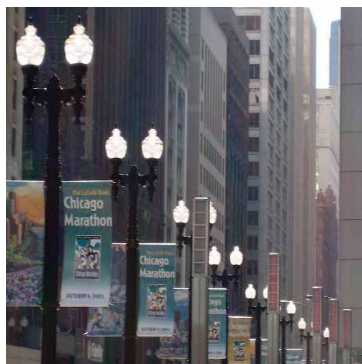
**Bonneville Environmental Foundation** - Markets green power products to help fund renewable projects. <http://www.b-e-f.org>

**Green Power - Ordinances/Resolutions:**

**City of Albuquerque Renewable Energy Resolution**

<http://www.cabq.gov/energy/documents/resolution329.doc>

**City of Seattle City Light Resolution for Net Zero Emissions** [City Light Net Zero Resolution](#)



## Energy Efficiency

### Best Practices

#### **Chicago's 15 Million Square Feet Retrofit Program**

The City began to audit and retrofit 15 million square feet of public buildings with efficient equipment for heating and cooling, lighting and ventilation. The 15 million square feet are made up of police stations, libraries, fire stations, park facilities, transit facilities, health centers, community/cultural centers, colleges and other types of facilities that are owned by the City, the Chicago Park District, the Chicago Transit Authority or the City Colleges of Chicago. As of June 2004, more than 5 million square feet of city-owned facilities had been audited and retrofitted. 15 million square feet is roughly equivalent to the size of three Sears towers. When the project is complete, energy savings to the City and its sister agencies are estimated to be \$6 million annually, with \$2 - 3 million in savings for the City alone. The annual savings upon completion estimates 30,000 tons of CO<sub>2</sub>, and 84 tons nitrous oxides, and 128 tons of sulfur dioxide.

#### **Ann Arbor's Municipal Energy Fund**

Since 1998 Ann Arbor's Municipal Energy Fund has provided city facilities with a source of capital for energy efficiency retrofits. The Energy Fund provides initial capital for new projects and receives 80 percent of projected annual energy savings from each installed project for five years. The five-year payment plan allows projects that have a shorter payback to help support projects with a longer payback, and all savings accrued beyond the first five years remain with the departments implementing the improvements. The Fund was seeded by the city with five annual investments of \$100,000, and quickly became self-sustaining. Most installed measures have had payback periods of three to six years, and projects supported by the Fund have yielded a total of 685 tons of annual CO<sub>2</sub> reductions.

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*Energy Efficiency "Best Practices"  
continued...*

## **Seattle's Energy Conservation Measures**

In 1998, the City of Seattle dedicated approximately \$1 million to pay for cost effective energy and water conservation measures in City buildings and facilities. An Energy Services Company (ESCO) was hired to identify, analyze and install conservation measures. The program was managed by the City's Office of Sustainability and Environment and created incentives for departments to participate by offering them the opportunity to save money on their utility bills - which could then be applied to their programs. Energy efficient lighting and HVAC projects were completed in police and fire stations, community centers, fleet maintenance centers and office building, and red traffic signals and pedestrian walk signs were changed to LEDs. After three years, an independent evaluation of the program concluded that the City's investment was sound: the present value of net benefits to the City for all of the projects was \$2.5 million. The internal rate of return to the City for all of these the projects was 14 percent, and the pay-back period is under six years.

## **R Resources**

### **Background:**

**American Council for an Energy Efficient Economy** – General Information.

<http://www.aceee.org>

**DOE's Building Energy Codes Program** is an information resource on national model energy codes.

<http://www.energycodes.gov>

**Energy Star for Government Agencies** - ENERGY STAR brings your government agency a proven energy management strategy to save energy and money while demonstrating your environmental leadership.

[http://www.energystar.gov/index.cfm?c=government.bus\\_government](http://www.energystar.gov/index.cfm?c=government.bus_government)

**ACEEE Buildings Guide** promotes the development and widespread adoption of energy efficiency improvements in buildings, appliances, and other equipment used in buildings.

<http://www.aceee.org/buildings/index.htm>

**Energy Savers** take you directly to resources available across Federal agencies for homeowners, contractors and builders, building managers, realtors, state agencies, drivers and fleet managers, and industry managers. <http://www.energysavers.gov>

**ENERGY STAR – Delta Score Estimator** identifies the relationship between the percent energy saved in a building and the energy performance rating score of a building using ENERGY STAR.

<http://www.energystar.gov/index.cfm?c=delta.index>

**ENERGY STAR – Assess Financial Value** by using the Financial Value Calculator to estimate increased earnings from energy reductions.

[http://www.energystar.gov/ia/business/financial\\_value\\_calculator.xls](http://www.energystar.gov/ia/business/financial_value_calculator.xls)

**ENERGY STAR - Use the Cash Flow Opportunity Calculator** to help answer critical questions about energy efficiency investments.

[http://www.energystar.gov/ia/business/cfo\\_calculator.xls](http://www.energystar.gov/ia/business/cfo_calculator.xls)

**Energy Cost Calculators** - The calculators below allow users to enter their own input values (e.g. utility rates, hours of use, etc.) to estimate the energy cost savings from buying energy efficient lighting and commercial, residential and office equipment.

[http://www.eere.energy.gov/femp/procurement/eep\\_eccalculators.cfm](http://www.eere.energy.gov/femp/procurement/eep_eccalculators.cfm)

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Energy Efficiency "Resources"  
continued...



### Energy Efficiency - Ordinances/Resolutions:

**Comprehensive City of Albuquerque: Energy Resources** <http://www.cabq.gov/energy>

### Chicago Energy Conservation Code

<http://egov.cityofchicago.org/city/webportal/portalEntityHomeAction.do?entityName=Construction+and+Permits&entityNameEnumValue=124>

### California Energy Commission - 2005 Building Energy Efficiency Standards for Residential and Nonresidential Buildings

[http://www.energy.ca.gov/title24/2005standards/2005-11-03\\_400-03-001FPDF](http://www.energy.ca.gov/title24/2005standards/2005-11-03_400-03-001FPDF)

## Energy Star Purchasing

### Best Practices

#### City of Chicago Housing Authority Buys ENERGY STAR

The ENERGY STAR program enables public agencies to purchase large quantities of appliances to help lower both manufacturers and buyers costs. Through a national initiative of the U.S. Department of Energy and the Consortium for Energy Efficiency, public housing agencies and utility companies in 38 cities purchased over 70,000 Maytag brand refrigerators that use energy efficient technology. By purchasing 10,000 of these refrigerators, the Chicago Housing Authority reduced annual electric bills by more than \$500,000.

#### Massachusetts Buys ENERGY STAR

In 1997, the State of Massachusetts began including ENERGY STAR standards in its procurement specifications for computers, fax machines, copiers, printers, and other office equipment. Energy Star is a voluntary labeling partnership between the U.S. EPA and industry certifying and promoting energy efficient products. The Energy Star label makes it easy to identify products that save money and prevent pollution, and Energy Star products are available from almost all manufacturers at the same cost as more energy-intensive models. Thus the State of Massachusetts' procurement policy protects the environment without compromising quality or price.

### Resources

#### Green Purchasing: A guide for local communities:

<http://www.state.nj.us/dep/dsr/bscit/sustainable-comm/epp.pdf>

#### Center for a New American Dream's Procurement Strategies Program

Helps U.S. state and local governments and other large purchasers incorporate environmental considerations into their purchasing. Publishes success stories of pioneering efforts and conducts training sessions and conference calls to teach purchasers how to identify and buy greener products. <http://www.newdream.org/procure>

#### Environmentally Preferable Purchasing Program and Database,

U.S. Environmental Protection Agency - Comprehensive source of information on green purchasing. Database includes green contract language and specifications, voluntary standards and guidelines, and other practical information. <http://www.epa.gov/epp/epp>

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# best practices & resources

*Energy Star Purchasing  
"Resources" continued...*

### **Massachusetts Environmentally Preferable Products Procurement Program**

Information about state efforts to buy green products, including useful guides and reports as well as contracts for purchasing recycled products and other goods.

<http://www.state.ma.us/osd/enviro/enviro.htm>

### **Energy Star Purchasing - Ordinances/Resolutions:**

#### **City of Honolulu, Energy Star Purchasing Resolution**

<http://www.honolulu.gov/refs/cc/pol/99-225.htm>

**City of Berkeley, Environmentally Preferred Purchasing Resolution** – including energy and water conservation specifications:

[http://www.besafenet.com/ppc/docs/purchasing/PU\\_BPP.pdf#search=%22energy%20star%20purchasing%20ordinance%20%22](http://www.besafenet.com/ppc/docs/purchasing/PU_BPP.pdf#search=%22energy%20star%20purchasing%20ordinance%20%22)



## Green Building

### Best Practices

#### **Austin Builds Green**

Whether remodeling a home or building an office tower, the City of Austin's Green Building program helps community members, governments and businesses build more energy efficient, environmentally sound structures. Since 2000, the City Council has mandated that all new municipal buildings achieve a LEED silver rating. LEED accreditation ensures sustainable site development, water savings, energy efficiency and green materials selection. In 2003, 22 percent of new homes and four commercial projects totaling 145,000 sq ft. in the Austin Energy utility district were built in accordance with the program's guidelines. Overall, the program has peak load energy use and the total 21,600 megawatt-hour savings equals a \$1.8 million savings for utility customers. In terms of pollution reduction, this means 8,343 tons yearly reduction of CO<sub>2</sub>.

#### **Seattle's Developer Incentives**

Seattle was the first city in the nation to formally adopt LEED as the design and performance standard for all city projects and today Seattle has also developed strong incentives for the private sector. Developers who pursue and achieve certification at the silver, gold and platinum levels for new projects receive financial incentives and technical assistance. In order to get significant bonuses to increase building height and density, developers building New Construction (LEED-NC) or Core & Shell (LEED-CS) projects in the central city core and adjoining areas must contribute to affordable housing and other public amenities and achieve at least LEED silver certification. The City also offers financial incentives and provides technical assistance on a case-by-case basis.



*Green Building "Best Practices"  
continued...*

## **Chicago's Greening of City Hall**

Surfacing the roofs of municipal buildings with greenery can not only reduce storm water runoff, but also create large energy savings. The degree of savings depends on the type of roof and the climate. Warmer climates offer greater energy savings because green roofs reduce air conditioning costs more efficiently than they lower heating bills.

The City of Chicago found that installing a green roof on city hall lowered the temperature by 3 to 7 degrees Fahrenheit, which translated into a 10 percent reduction in air conditioning requirements. While the city's green roof was 90 degrees on the summer's hottest days, neighboring roofs measured over 160 degrees Fahrenheit.

## **R Resources**

### **U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED)**

The LEED Green Building Rating System™ is a voluntary, consensus-based, market-driven building rating system based on existing proven technology.

<http://www.usgbc.org>

**Building Research Establishment Environmental Assessment Method (BREEAM)** is a widely used international method of assessing building quality and performance in terms of energy efficiency, environmental impact, health and operation and management.

<http://www.breeam.org>

### **Green Building Program - Austin, Texas**

The City of Austin has promoted green building through a city resolution adopted in 1994. The program has a residential and a commercial component, which rates the following dwelling features for sustainability: water, energy, materials and solid waste.

<http://www.austinenergy.com/Energy%20Efficiency/Programs/Green%20Building/index.htm>

### **Scottsdale's Green Building Program - City of Scottsdale, Arizona**

Program monitors and scores construction projects for approximately 150 green measures. This "yes/no" system is an alternative option to a "multi-star" program like Austin.

<http://www.ci.scottsdale.az.us/greenbuilding>

### **Green Building Initiative, City of Portland, Oregon**

Their "Integrated Building Design" provides actions and opportunities from predesign through operations and maintenance. Their "Green Building Guidelines" provide specific opportunities in building design and construction practices.

<http://www.portlandonline.com/osd/index.cfm?c=41481>

### **Building Codes Assistance Project (For State and Local Code Agencies)**

The Building Codes Assistance Project provides custom-tailored assistance on building energy code adoption and implementation. It assists state and local regulatory and legislative bodies. <http://www.bcap-energy.org>

### **Green Building - Ordinances/Resolutions:**

**City of Seattle's Facility Standards for Design, Construction & Operations including LEED specifications**

<http://www.cityofseattle.net/facilitydevelopment/designstandards.htm>

**Arlington County, VA requires a LEED Scorecard for all new projects:**

[http://www.arlingtonva.us/Departments/CPHD/planning/zoning/pdfs/zoa\\_leeds.pdf#search=%22LEED%20ordinance%22](http://www.arlingtonva.us/Departments/CPHD/planning/zoning/pdfs/zoa_leeds.pdf#search=%22LEED%20ordinance%22)



## Water and Wastewater Treatment

### Best Practices

#### Portland Pioneers Waste-to-Energy Generation

The City of Portland, Oregon installed the world's first city-sponsored anaerobic digester gas (ADG) fuel cell in its wastewater treatment plant in May 1999. The Fuel Cell Power Plant converts methane into electricity, generating power in a virtually pollution free operation. Added benefits are manifold—methane and criteria air pollutants are reduced, as is the amount of electricity purchased from utilities that operate fossil-fuel burning power plants, and the fuel is free because methane is produced during wastewater treatment. Portland installed a 200 kilowatts hydrogen fuel cell to help utilize its waste methane and reduce power plant air emissions. The result of this pilot installation is a net reduction of 694 tons of CO<sub>2</sub> annually – 14,000 tons over the life of the fuel cell. Efficiency for generating electricity using a fuel cell is higher than most regional power plants at about 38 percent and when the usable heat is recovered, the rated efficiency climbs to 78 percent. The fuel cell displaces the need for emergency generators or un-interruptible power supply valued at \$150,000.

#### San Diego's Waste-to-Energy

The energy savings incurred by the City of San Diego's Metropolitan Wastewater Department help maintain lower sewer rates for citizens while providing renewable electric energy to the region. Eight "digesters" at the Point Loma Wastewater Treatment Plant use heat and bacteria to break down the organic solids removed from the community's wastewater. One of the by-products of this biological process is methane gas, which is collected from the digesters and piped to the on-site Gas Utilization Facility. The methane powers two continuously running generators that can each produce up to 2.25 megawatts of electricity.

### **R** Resources

#### ENERGY STAR – Wastewater Focus

[http://www.energystar.gov/index.cfm?c=government.wastewater\\_focus](http://www.energystar.gov/index.cfm?c=government.wastewater_focus)

**The Integrated Waste Services Association (IWSA)** was formed in 1991 to promote integrated solutions to municipal solid waste management problems including waste to energy technologies.

<http://www.wte.org/waste.html>

**PA Department of the Environment Drinking Water and Wastewater Operators Information Center** <http://www.dep.state.pa.us/dep/deputate/waterops/redesign/indexgood.htm>

**Online Energy Efficiency Calculators** - Pennsylvania Department of the Environment Drinking Water and Wastewater Operators

<http://www.dep.state.pa.us/dep/deputate/waterops/Redesign/PAGES/EnergyPages/EnergyCalculators.htm>



## Recycling and Waste Reduction

### Best Practices

#### **San Francisco's Organics Collection Program**

The City of San Francisco instituted residential curbside collection of organic material as part of its Fantastic Three program. The program provides each household with a green cart for organic waste, a blue cart for commingled recyclables, and a black cart for all remaining trash. Residents and businesses are encouraged to place all food scraps and yard trimmings into the green cart, which is collected for composting at a regional facility. By instituting curbside organics collection, San Francisco became the first large city in the nation to collect food scraps citywide. The Fantastic Three program enabled the City to reach a reported overall 67 percent garbage diversion rate in 2004. The rough outreach and other methods, the City plans to expand the Fantastic Three program and increase both the amount of organics and recyclables collected. The program's expansion is projected to achieve an annual eCO<sub>2</sub> reduction of 70,000 tons.

#### **Seattle's Ban on Recyclables from Garbage**

Since January 2005 the City of Seattle has prohibited the disposal of certain recyclables from residential, commercial, and self-haul garbage by law. The new recycling ordinance is aimed at eliminating recyclable or compostable paper, cardboard, aluminum cans, plastic bottles, and yard debris that, until recently, have constituted approximately 25 percent of the city's garbage. The city hopes the new ordinance will save residents and businesses as much as \$2 million per year and keep future garbage costs low, as well as help to reverse the recent decline in Seattle's recycling rates. The measure is projected to achieve an annual reduction of 260,000 tons of eCO<sub>2</sub>.

#### **Montgomery County, Maryland Retrofits a Landfill into an Energy Source**

The County installed a gas collection system for the Gude Southlawn Sanitary Landfill in Rockville, MD. The landfill was open for almost 20 years and collected an estimated 4.8 million tons of waste under 91 acres. Forty-four wells were established to feed an on-site generation facility with two generators to recover the landfill gas and turn it into electricity. The 1,500 kilowatt electrical generators are connected to the local power grid and revenues is generated from selling this electricity to Potomac Electric Power Company under a 20-year agreement. To date ratepayers have saved millions of dollars in capital costs after the costs of installing the methane collection system in the landfill; approximately 600 million cubic feet of landfill gas is prevented from going into the atmosphere each year. At 50 percent methane content, that's the global warming pollution equivalent of approximately 120,000 tons of CO<sub>2</sub> emissions prevented. 20,000 megawatt hours per year are generated—enough to serve an estimated 2,700 homes. Additionally the County makes substantial revenues from the sale of landfill gas rights.

# best practices & resources

## R Resources

EPA created the **Waste Reduction Model** to help solid waste planners and organizations track and voluntarily report global warming pollutant reductions from several different waste management practices.

<http://yosemite.epa.gov/oar/globalwarming.nsf/content/ActionsWasteWARF.html>

EPA's **Landfill Methane Outreach Program (LMOP)** demonstrates how to put waste to good use. As organic wastes decompose in landfills, they produce methane gas, which contributes to global warming. LMOP shows companies, utilities, and communities how to capture landfill gas and convert it to energy. <http://www.epa.gov/lmop>

**WasteWise** is a free, voluntary, EPA program through which organizations eliminate costly municipal solid waste and select industrial wastes, benefiting their bottom line and the environment. WasteWise is a flexible program that allows partners to design their own waste reduction programs tailored to their needs. <http://epa.gov/wastewise>

**Case Study on San Francisco's Food Waste Diversion Program**

<http://www.ciwmb.ca.gov/FoodWaste/CaseStudies/Contracts/2000/sanfran2.pdf>

**National Recycling Coalition resources**

<http://www.nrc-recycle.org/resources/resources.htm>

**Source Reduction Publications from the EPA**

<http://www.epa.gov/msw/sourcpub.htm>

**Recycling and Waste Reduction - Ordinances/Resolutions:**

**Seattle Ban on Recyclables in Garbage**

[http://www.seattle.gov/util/About\\_SPU/Recycling\\_System/History\\_&\\_Overview\\_Ban\\_on\\_Recyclables\\_in\\_Garbage/index.asp](http://www.seattle.gov/util/About_SPU/Recycling_System/History_&_Overview_Ban_on_Recyclables_in_Garbage/index.asp)

**Aspen's Progressive Waste Reduction Ordinance**, which includes a "Pay as You Throw" ordinance that charges citizens for waste disposal by volume.

[http://www.aspenpitkin.com/pdfs/depts/44/recycling\\_ordinance.pdf](http://www.aspenpitkin.com/pdfs/depts/44/recycling_ordinance.pdf)

**Debris Recycling Ordinance, Glendale, CA**

[http://www.ci.glendale.ca.us/public\\_works/Constr\\_Dem\\_Debris\\_Recycling\\_Ord.](http://www.ci.glendale.ca.us/public_works/Constr_Dem_Debris_Recycling_Ord.)



## Education and Outreach

### Best Practices

**Burlington's Community 10percent Challenge**

The 10 percent Challenge in Burlington, VT is a voluntary program to raise public awareness about global climate change and to encourage households and businesses to reduce their global warming pollution by at least 10 percent. Enlisting innovative outreach methods such as a musical road show called "Beat the Heat," the program is achieving an estimated annual reduction of 1,500 tons of CO<sub>2</sub> in the residential sector alone.

*Education and Outreach "Best Practices" continued...*

### **Vancouver, British Columbia's One Day Campaign**

One Day is the City of Vancouver's community engagement process in support of its Community Climate Change Action Plan. The process is about taking small steps to reduce energy use, at home and on the road, to make Vancouver the cleanest, greenest, healthiest city in the world. The program emphasizes the small first steps that citizens can take in our every day lives. One Day is working with partners - youth, community groups, business leaders - to start this movement from the ground up, seeding the idea in schools, workplaces, businesses, neighborhoods, coffee shops and more.

### **Seattle's Climate Partnership**

The Seattle Climate Partnership is a voluntary pact among Seattle-area employers to take action to reduce their own emissions, and to work together to help meet the community-wide goal. An initial group of Seattle-area employers – the Port of Seattle, Recreational Equipment Inc., the University of Washington, Starbucks Coffee Company, Urban Visions, Lafarge Seattle, Shoreline Community College, Mithun, Garvey Schubert Barer, and the City of Seattle – have come together to develop and grow the Partnership. These employers are committing to take actions that will reduce their global warming pollution emissions while at the same time cutting costs, improving the work environment for their employees, and improving their record of corporate responsibility. In exchange for making and keeping this commitment, Partners will receive a host of benefits, including high-quality technical assistance, access to utility incentive programs, opportunities for cost-saving collaborations such as joint purchasing arrangements, and recognition for a job well-done.

### **Salt Lake City's E2 (Environmentally and Economically) Sustainable Citizen & Business Community Programs**

Salt Lake City's innovative outreach program engages both citizens and businesses to save money, improve the environment, and contribute to the City's livability. The Citizen program challenges residents to commit to at least five things to ensure a sustainable future. The business-oriented program is designed to recognize and support the Salt Lake City business community and economy and provides some of the following benefits; cost savings from reduced resource use; ability to attract new customers and increase customer loyalty; free advertising purchased through grants and other funding sources of the Salt Lake City Green program; earned media; reduced advertising costs in selected publications; free consultation with Salt Lake City staff experts; and finally, the knowledge that their business is contributing in a positive way to the environment and community.

## **R Resources**

### **City Education Campaigns:**

One Day Vancouver <http://www.onedayvancouver.ca>

Salt Lake City E2 Program <http://www.slogreen.com/pages/e2citizen.htm>

Seattle Climate Partnership <http://www.seattle.gov/climate/partnership.htm>

*Education and Outreach  
"Resources" continued...*

## **City Education Task Forces:**

### **Tucson Metropolitan Energy Commission. Tucson, AZ**

Commissioners representing many sectors of the community promote sustainable development in the Tucson metropolitan area through support of resource-efficient building codes and community education.

<http://www.tucsonmec.org>

**Saint Paul Task Force.** Saint Paul, MN 10 different city departments are represented in the task force, which coordinates sustainability decision-making throughout the city. The Task Force followed the success of the group formed to guide the Energy Conservation Project.

<http://www.ci.stpaul.mn.us/depts/realestate>

## **Educational Programs:**

### **Education Curricula:**

ICLEI and the City of Berkeley created this educational brochure about climate change for CCP jurisdictions to download off the web and modify. The City of Burlington, VT also produced a brochure using the template.

<http://www.iclei.org/us/brochure.htm>

**Global Warming Education: School Lesson Plans, Global Warming Kids.** Web Site dedicated to: Global Warming Education Climate Change Education Science, Solutions and a Resources Directory.

<http://www.climatechangeeducation.org>

## **City Best Practices:**

The U.S. Conference of Mayors released a best practices book that covers the topics of air quality, climate change, energy sources, fuels, vehicles and transit, housing, municipal buildings, facilities and operations.

[http://usmayors.org/uscm/best\\_practices/EnergySummitBP06.pdf](http://usmayors.org/uscm/best_practices/EnergySummitBP06.pdf)

## **Climate Change Educational Information:**

### **EPA Global Warming Site: The EPA Global Warming Site**

<http://yosemite.epa.gov/oar/resources.nsf/websearch?openform>

### **Frequently Asked Questions about Global Warming From NOAA**

<http://www.ncdc.noaa.gov/ol/climate/globalwarming.html>

### **Regional Impacts of Global Warming**

<http://www.epa.gov/globalwarming/impacts/index.html>

### **Environmental Defense Fund's Global Warming, Myth vs. Fact**

[http://www.edf.org/pubs/FactSheets/e\\_GWFact2.html](http://www.edf.org/pubs/FactSheets/e_GWFact2.html)

### **Global Warming Explanation**

<http://www.newscientist.com/nsplus/insight/global/faq.html>

### **Union of Concerned Scientists - Global Warming Science**

[http://www.ucsusa.org/global\\_warming/science](http://www.ucsusa.org/global_warming/science)

# appendix

## The U.S. Mayors' Climate Protection Agreement

WHEREAS, the U.S. Conference of Mayors has previously adopted strong policy resolutions calling for cities, communities and the federal government to take actions to reduce global warming pollution; and

WHEREAS, the Inter-Governmental Panel on Climate Change (IPCC), the international community's most respected assemblage of scientists, has found that climate disruption is a reality and that human activities are largely responsible for increasing concentrations of global warming pollution; and

WHEREAS, recent, well-documented impacts of climate disruption include average global sea level increases of four to eight inches during the 20th century; a 40 percent decline in Arctic sea-ice thickness; and nine of the ten hottest years on record occurring in the past decade; and

WHEREAS, climate disruption of the magnitude now predicted by the scientific community will cause extremely costly disruption of human and natural systems throughout the world including: increased risk of floods or droughts; sealevel rises that interact with coastal storms to erode beaches, inundate land, and damage structures; more frequent and extreme heat waves; more frequent and greater concentrations of smog; and

WHEREAS, on February 16, 2005, the Kyoto Protocol, an international agreement to address climate disruption, went into effect in the 141 countries that have ratified it to date; 38 of those countries are now legally required to reduce greenhouse gas emissions on average 5.2 percent below 1990 levels by 2012; and

WHEREAS, the United States of America, with less than five percent of the world's population, is responsible for producing approximately 25 percent of the world's global warming pollutants; and

WHEREAS, the Kyoto Protocol emissions reduction target for the US would have been 7 percent below 1990 levels by 2012; and

WHEREAS, many leading U.S. companies that have adopted greenhouse gas reduction programs to demonstrate corporate social responsibility have also publicly expressed preference for the U.S. to adopt precise and mandatory emissions targets and timetables as a means by which to remain competitive in the international marketplace, to mitigate financial risk and to promote sound investment decisions; and

WHEREAS, state and local governments throughout the United States are adopting emission reduction targets and programs and that this leadership is bipartisan, coming from Republican and Democratic governors and mayors alike; and

WHEREAS, many cities throughout the nation, both large and small, are reducing global warming pollutants through programs that provide economic and quality of life benefits such as reduced energy bills, green space preservation, air quality improvements, reduced traffic congestion, improved transportation choices, and economic development and job creation through energy conservation and new energy technologies; and

**Item # 8**

# appendix

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WHEREAS, mayors from around the nation have signed the U.S. Mayors' Climate Protection Agreement which, as amended at the 73rd Annual U.S. Conference of Mayors meeting, reads: The U.S. Mayors' Climate Protection Agreement A. We urge the federal government and state governments to enact policies and programs to meet or beat the target of reducing global warming pollution levels to 7 percent below 1990 levels by 2012, including efforts to: reduce the United States' dependence on fossil fuels and accelerate the development of clean, economical energy resources and fuel-efficient technologies such as conservation, methane recovery for energy generation, waste to energy, wind and solar energy, fuel cells, efficient motor vehicles, and biofuels; B. We urge the U.S. Congress to pass bipartisan greenhouse gas reduction legislation that includes 1) clear timetables and emissions limits and 2) a flexible, market-based system of tradable allowances among emitting industries; and C. We will strive to meet or exceed Kyoto Protocol targets for reducing global warming pollution by taking actions in our own operations and communities such as: 1. Inventory global warming emissions in City operations and in the community, set reduction targets and create an action plan. 2. Adopt and enforce land-use policies that reduce sprawl, preserve open space, and create compact, walkable urban communities; 3. Promote transportation options such as bicycle trails, commute trip reduction programs, incentives for car pooling and public transit; 4. Increase the use of clean, alternative energy by, for example, investing in "green tags", advocating for the development of renewable energy resources, recovering landfill methane for energy production, and supporting the use of waste to energy technology; 5. Make energy efficiency a priority through building code improvements, retrofitting city facilities with energy efficient lighting and urging employees to conserve energy and save money; 6. Purchase only Energy Star equipment and appliances for City use; 7. Practice and promote sustainable building practices using the U.S. Green Building Council's LEED program or a similar system; 8. Increase the average fuel efficiency of municipal fleet vehicles; reduce the number of vehicles; launch an employee education program including anti-idling messages; convert diesel vehicles to bio-diesel; 9. Evaluate opportunities to increase pump efficiency in water and wastewater systems; recover wastewater treatment methane for energy production; 10. Increase recycling rates in City operations and in the community; 11. Maintain healthy urban forests; promote tree planting to increase shading and to absorb CO<sub>2</sub>; and 12. Help educate the public, schools, other jurisdictions, professional associations, business and industry about reducing global warming pollution.

NOW, THEREFORE, BE IT RESOLVED that The U.S. Conference of Mayors endorses the U.S. Mayors' Climate Protection Agreement as amended by the 73rd annual U.S. Conference of Mayors meeting and urges mayors from around the nation to join this effort.

BE IT FURTHER RESOLVED, The U.S. Conference of Mayors will work in conjunction with ICLEI Local Governments for Sustainability and other appropriate organizations to track progress and implementation of the U.S. Mayors' Climate Protection Agreement as amended by the 73rd annual U.S. Conference of Mayors meeting.



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Attachment C - Cool Cities



ICLEI - Local Governments for Sustainability

436 14th Street, Suite 1520

Oakland, CA 94612

[www.iclei.org/usa](http://www.iclei.org/usa)

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# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

**Title of Item:** Request by Pitt County Memorial Hospital for the City to participate in funding of the Highway 43 widening project

**Explanation:**

For approximately one year, City staff has been meeting with representatives of Pitt County Memorial Hospital (PCMH), East Carolina University (ECU), and the North Carolina Department of Transportation (NCDOT) to discuss the proposed widening of North Carolina Highway 43 from Paladin Drive to the 264 Bypass. In November, this project was added to the Greenville Urban Area Transportation Improvement Program (TIP) and was presented to the City Council during the November 6, 2006 TIP review. On December 14, 2006, the City Council approved a capital reserve designation of \$250,000 for this project in anticipation of a request for participation from PCMH.

In the attached letter, PCMH officially requests that the City contribute \$500,000 toward the project. PCMH, ECU, and the City would each execute an individual participation agreement with NCDOT.

**Fiscal Note:**

NCDOT estimates the total project cost to be \$4,600,000. PCMH, ECU, and the City would each provide \$500,000 for a total local contribution of \$1,500,000. The remaining \$3,100,000 of project costs would be paid by NCDOT.

The local contribution can be paid over a two-year period. The City Council has previously designated \$250,000 of capital reserve funds for this project. The remaining \$250,000 would have to be designated from 2007-2008 capital reserves.

**Recommendation:**

The City Council approve participation with PCMH, ECU, and NCDOT to widen North Carolina Highway 43 from Paladin Drive to the 264 Bypass, and authorize the City Manager to execute the required agreement with NCDOT.

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**Attachments / click to download**

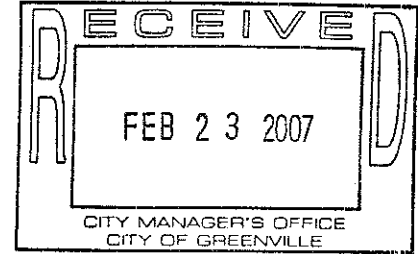
 [NC 43 Widening Project Letter](#)

 [NC\\_43\\_Widening\\_Project\\_Slide](#)

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**PITT COUNTY MEMORIAL HOSPITAL**  
*University Health Systems of Eastern Carolina*

February 21, 2007



Mr. Wayne Bowers  
City Manager  
City of Greenville  
P.O. Box 7207  
Greenville, North Carolina 27835-7207

Dear Wayne:

I am writing to inform you of action taken by the Pitt County Memorial Hospital Board of Trustees that approves funding through a partnership, which includes PCMH, City of Greenville, and East Carolina University. The project is to provide a local match with NCDOT to widen Hwy 43 from Paladin Road to 264 By-pass. Our Board agrees to fund \$500,000 toward the project. We believe this is a valuable thoroughfare into the medical district, Brody School of Medicine, and City of Greenville. As a result of our willingness to provide local dollars, DOT is willing to begin preliminary engineering immediately with construction beginning in mid to late 2008.

It is a pleasure to work with the City of Greenville and ECU to help bring about this opportunity that will improve public safety and greatly improve access to downtown, PCMH and BSOM campus

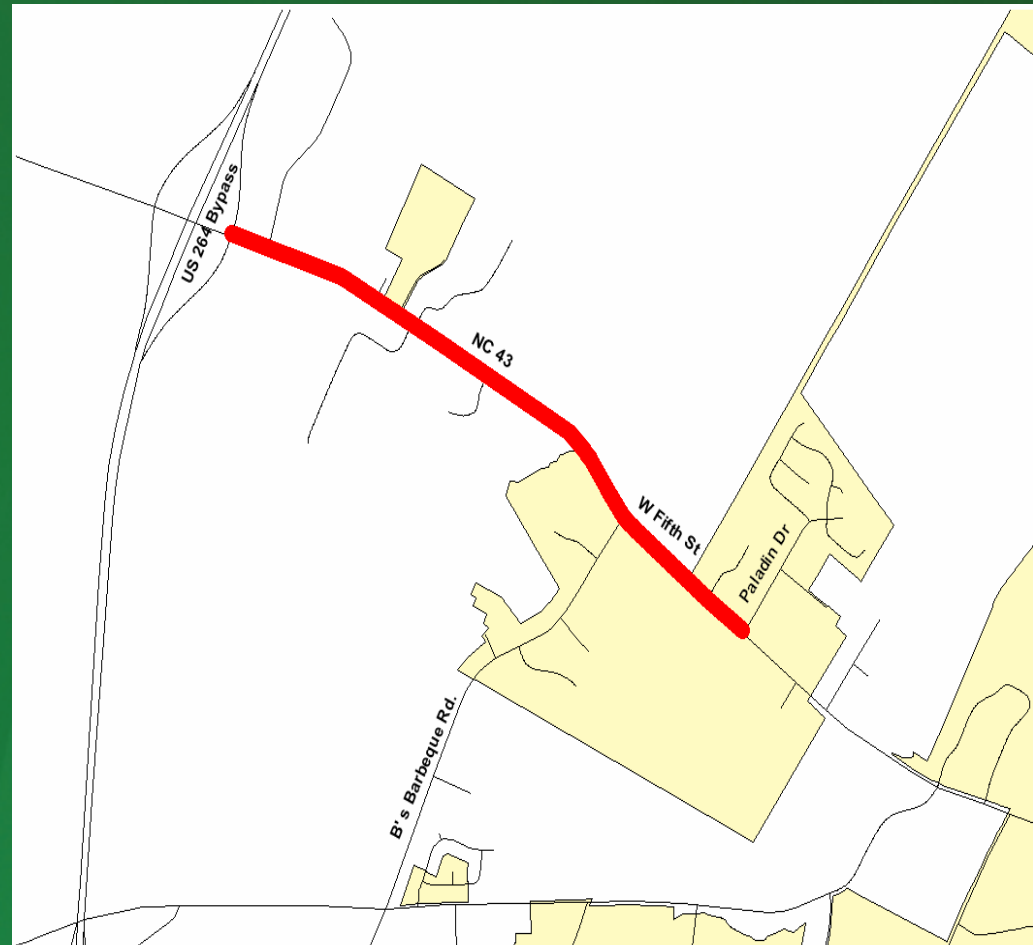
We are hopeful the City Council will join the PCMH Board of Trustees as equal partners on this project.

Sincerely,

Cassius Williams  
Chairman of the Board  
Pitt County Memorial Hospital

# NC 43 Improvements From Paladin Drive to US 264 Bypass

Widen NC 43 North  
to a four-lane divided  
facility from Paladin  
Drive to US 264  
Bypass





# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

**Title of Item:** Increase the housing rehabilitation assistance amount

**Explanation:**

Due to the rising cost of construction materials and labor, it has become increasingly difficult to provide adequate housing rehabilitation assistance to owner-occupied property owners located in the West Greenville Redevelopment Area and 45-Block Revitalization Area. The homes located in this area are older, larger, and require lead testing and abatement. The Housing Division staff members are working with much larger homes, which historically were around 900 square feet and now are 1400 square feet. These homes also tend to be two-story as opposed to one-story homes. The Housing Division therefore requests consideration of increasing the current housing rehabilitation assistance deferred loan/grant amount from up to \$40,000 to up to \$50,000 per unit for construction cost only. In addition, the Housing Division requests consideration of a policy change to allow the cost to abate or provide interim control of lead and storage fee to be awarded as a grant, instead of a deferred loan for low to moderate income homeowners with children present in the household, physically disabled persons, and seniors 55 years old and over. The current cost to test and abate lead is between \$10,000 and \$20,000 above the rehabilitation costs per unit.

Housing rehabilitation is a critical component of the West Greenville 45-Block Revitalization project. This housing program's purpose is to bring substandard homes up to housing quality standards, as well as local and state building codes. The rehabilitation cap increase and the provision of lead testing and abatement and storage fee as a grant would allow the Housing Division to render service to more eligible residents and do a complete rehabilitation of the homes in lieu of a partial rehabilitation.

**Fiscal Note:** Funds for housing rehabilitation is a budgeted item from CDBG and HOME Investment Partnership federal grants and local bond funds.

**Recommendation:** Request approval to increase the current Housing Rehabilitation Assistance

Agenda Briefing

deferred loan/grant amount from up to \$40,000 to up to \$50,000 for construction cost only; and approve awarding the amount of assistance to test and abate lead and provide a storage container for personal property in the form of a grant to eligible low to moderate income, owner-occupied homeowners with children, physically disabled, and seniors 55 years and over.

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# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

**Title of Item:** Increase the maximum sales price for the Employee Homebuyer Incentive Program for the University Area

**Explanation:** The University Area Homebuyer Incentive Program is designed to assist City of Greenville employees with downpayment assistance to purchase a home within the designated University Area. A no-interest, forgivable loan of \$7,500 may be available to qualified borrowers meeting program guidelines. Assistance is in the form of a secured no-interest loan, forgiven by 1/10 of the original principal balance on an annual basis for the 10-year recapture period.

The home must be located in the defined University area and meet the City of Greenville's minimum housing standards. The maximum sales price for an employee to qualify for the downpayment assistance is currently \$150,000. This is a proposal to increase the maximum amount to \$200,000 because of the lack of homes for sale under \$150,000. The average sale price of homes in the University area is currently \$175,000.

**Fiscal Note:** Funds for downpayment assistance are included in the Community Development operating budget.

**Recommendation:** Approve increasing the maximum sales price limit from \$150,000 to \$200,000 in the City of Greenville Employee Homebuyer Incentive Program for the University Area

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[Proposed\\_Change\\_to\\_Homebuyer\\_Incentive\\_Program\\_for\\_Univeristy\\_Area](#)

Agenda Briefing

Item # 11



## City of Greenville Employee Homebuyer Incentive Program for University Area

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The Homebuyer Incentive Program for University Area is designed to assist potential homebuyers with downpayment assistance to purchase a home within the University Area. A No Interest Forgivable Loan of \$7,500.00 may be available to qualified borrowers meeting program guidelines below. Assistance will be in the form of a secured no interest loan, forgiven by 1/10 of the original principal balance on an annual basis for the 10-year recapture period.



**Eligibility:** Qualified buyers are to meet credit, employment, loan to value and income debt standards established by the City of Greenville and the mortgage lender. The funds can be used for the purchase of a single-family dwelling, condominium, or townhouse located within the University Area. Funds cannot be used for the purchase of a mobile home. Buyers must satisfactorily complete homeownership education program, present certificate of completion and pre-qualify with a mortgage lender. Buyers must occupy dwelling as principle residence.

**Location & Price:** Home must be within the University Area and meet the City of Greenville minimum housing standards. Maximum sales price for downpayment assistance is ~~\$150,000.00~~ **\$200,000.00** for an existing home or new construction.

**Minimum Investment:** \$1,000.00 plus closing cost (closing cost may be paid by buyer, seller, or through other available city funds)

**Security:** A Deed of Trust in the amount received will be recorded taking a second position (no less than a third position if using other City funds).

**Other:** Applicant must pre-qualify with lending institution before applying for downpayment / closing cost assistance with the City of Greenville. Applicant must provide a signed copy of the Lender's Good Faith Estimate (GFE) with all fees disclosed, the interest rate and terms of loan. Mortgage lenders used for financing on the first mortgage must include escrows as part of their package.

Unacceptable First Mortgage Products:

- Loans with owner financing as part of the structure are not acceptable.
- All loans to borrower must be cost effective. Interest rates should be at market rate or less with no loan discount points, loan origination fee should be 1% or less and all loan fees should be normal and not excessive.
- First mortgage loan products that balloon prior to 30 years, adjustable rate mortgages, buy-down or step mortgages, loans with less than 20 year terms and loans with call options should not be considered as acceptable programs for borrowers requesting City of Greenville Downpayment / Closing Cost Assistance Programs.

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### FOR MORE INFORMATION CONTACT

**Community Development Department  
Housing Division  
(252) 329-4481**

**Gloria H. Kesler  
(252) 329-4226**



# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

**Title of Item:** Plan to address salary compression issues

**Explanation:**

The proposed plan provides special salary adjustments to the pay rate of employees identified as the highest priority in this second round of salary compression adjustments. The first round was approved by the City Council last year. The proposed plan for the current fiscal year includes 27 Police Officers and 1 Fire/Rescue Officer II in pay grade 23, and 1 Police Sergeant in pay grade 25. Employees affected include the longer-service employees whose pay rate falls below the midpoint. The eligibility criteria considered include the following:

- Greater than 7 years in current position
- Annual performance reviews at an above standard rating
- Pay rate of similarly situated employees in the same position

For more detail, see the attached memorandum from the Director of Human Resources.

It is recommended that the pay adjustments be effective for the pay period of March 3-17, 2007, with a pay date of March 23, 2007.

**Fiscal Note:** The cost to implement the proposed plan for the remainder of the fiscal year is \$21,383.68. Funds were appropriated in the FY 2006-2007 budget to continue addressing the salary compression issue.

**Recommendation:** Council approve the proposed implementation plan.

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 [Pay\\_compression\\_proposal\\_FY\\_2007](#)

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## MEMORANDUM

TO: Wayne Bowers, City Manager

FROM: Gerry Case, Director of Human Resources

DATE: February 22, 2007

SUBJECT: Proposal for Special Pay Adjustments FY 2007

City Council approved funds in the FY 2006-2007 budget to continue our efforts in resolving the pay compression issue. The employees targeted as the highest priority for this second round of special pay adjustments are primarily in the position of police officer. Due to a number of factors in past years, the pay rate for some longer-service, more experienced patrol officers remained near the entry level. In a few cases, seasoned and experienced patrol officers were paid about the same rate as less experienced, recently hired employees. This resulted in a compression of pay rates at the lower end of the pay range.

The continuation of the merit program has slowly lessened some of the serious compression problems at the entry level. However, with a large number of police officers at the bottom of the pay ranges competing for the same merit dollars, progress has been slow. At this time, we do not have a patrol officer earning a wage at or above the midpoint for pay grade 23.

The proposal is to adjust the pay rate to the midpoint for those police officers with more than 10 years of experience. Additional adjustments would be made for those with 7 to 10 years of service:

- 9 years of service: adjust rate to 3% below the midpoint
- 8 years of service: adjust rate to 6% below the midpoint
- 7 years of service: adjust rate to 9% below the midpoint

At less than 7 years of service, it is no longer necessary to adjust pay in order for that officer to reach midpoint with above standard evaluations. A total of 27 patrol officer would receive a pay adjustment for the pay period beginning March 3<sup>rd</sup> (paycheck dated March 23<sup>rd</sup>). In addition, we recommend a special adjustment for one police sergeant and one Fire/Rescue Officer II whose pay rate is inconsistent with similar positions with comparable time in grade and performance levels. The cost for the remainder of this fiscal year is \$21,383.68. Annualized, the cost would total \$69,497.

#677899



# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

**Title of Item:** Authorization for the Police Department to temporarily reclassify a position to the rank and pay of Police Captain

**Explanation:**

On January 26, 2007, Captain Cecil J. Hardy announced his intent to retire effective January 1, 2008, after almost 30 years of service to the City of Greenville. After receiving the announcement, Chief Anderson saw this as an opportunity to utilize Captain Hardy's skills and his years of experience and reputation as a role model in the community to further the goals of the Police Department to the benefit of the community. Thus, Captain Hardy was reassigned to the Office of the Chief of Police with the duties and responsibility of carrying out the functions designed to provide support for the Department's expanded community policing efforts and to accomplish the goals and objectives set forth by City Council and the Department.

The full development of the Department's comprehensive community policing plan will play an integral role in the implementation of the Department's new department-wide community policing philosophy. Upon completion of the comprehensive plan, the Department's goal is to provide collaborative support for expanding community policing efforts in the prevention of juvenile violence and gang activity in our communities. To accomplish the latter, Captain Hardy will be tasked with the development and implementation of an after-school program to target at-risk youth (Council goal), as well as development of a Police Athletic League (PAL) program and a police explorer program, another Council goal.

In order to accomplish the above, the Police Department would like to temporarily promote a replacement for Captain Hardy as soon as possible. This would necessitate temporarily increasing the authorized complement of Police Captains from three to four, while decreasing the number of Police Officer positions by one. Currently, there is only one vacancy in the Department. The additional Captain's position would be eliminated upon the retirement of Captain Hardy on January 1, 2008.

**Fiscal Note:**

The estimated cost to fund this request would be \$23,244, which is the difference between the starting salary of a Police Officer and a Police Captain for a 9-month period. Salary savings from previous position vacancies is projected to be sufficient to cover the cost for the remaining three months of the current fiscal year. If similar salary savings are not realized in the 2007-2008 fiscal year, a transfer of not to exceed \$15,000 from the contingency account may be necessary prior to the end of the next fiscal year.

**Recommendation:**

Authorize the Police Department to reclassify one Police Officer position to the rank of Police Captain until January 1, 2008

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# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

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**Title of Item:** Consent for The Ferguson Group to contract with Greenville Utilities Commission for federal lobbying services

**Explanation:** The City has contracted with The Ferguson Group since November 2002 to provide federal lobbying services. Greenville Utilities Commission on February 13, 2007 approved a similar contract with The Ferguson Group to provide lobbying services on utility-related issues.

Since the City is the primary client in Greenville, The Ferguson Group requires City Council consent before signing the contract with GUC.

The GUC federal agenda is attached for your review.

**Fiscal Note:** The cost to GUC for the lobbying services will be \$3,250 per month. The contract is for March to December 2007. The cost to the City will remain the same at \$7,500 per month.

**Recommendation:** The City Council consent to The Ferguson Group contracting with Greenville Utilities Commission for federal lobbying services.

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 [GUC\\_Federal\\_Agenda](#)



**Greenville Utilities Commission**  
**Fiscal Year 2008 Federal Agenda**

**Fiscal Year 2008 Appropriations Requests**

<b>PROJECT</b>	<b>REQUEST</b>	<b>BILL AND PROGRAM</b>	<b>PROJECT DESCRIPTION</b>
<b>City-wide Waste Water Infrastructure Improvements</b>	\$1 million	Interior and Environment  State and Tribal Assistance Grants	Funding will be used to rehabilitate aging sewer infrastructure and eliminate inflow and infiltration throughout the service area.
<b>Rural Water Service Improvements</b>	Soft earmark	Department of Agriculture  Rural Utility Service	Funding will be used to construct water lines and related infrastructure improvements to provide water service to the Stokes community through wholesale delivery to Stokes Regional Water Corporation.

**Fiscal Year 2008 Authorization Requests**

<b>SCADA Upgrade to Waste Water Treatment Plant</b>	\$8 million	Water Resources Development Act  Section 219 - Environmental Infrastructure	Funding will be used for planning, design, and construction of plant upgrades and provide reinforcement to the SCADA systems at GUC's Waste Water Treatment Plant.
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# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

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**Title of Item:** City of Greenville-East Carolina University Task Force to Study Student-Related Alcohol Issues

**Explanation:** City and East Carolina University representatives who visited Athens, Georgia, on the Chamber of Commerce sponsored trip last spring heard a report on a city-university committee in that community that addressed college student alcohol issues. These representatives recommended that a similar group be formed in Greenville. The City Council on November 6, 2006 approved the attached document creating the City of Greenville-East Carolina University Task Force to Study Student-Related Alcohol Issues.

In February, the Pitt County Substance Abuse Coalition appointed Devinder Culver to be its representative on the Task Force. The Eastern North Carolina Council on Substance Abuse appointed Dr. David Ames. Uptown Greenville will be represented by Richard Barlow. The local judges have been requested to appoint a representative. The final representative will be a bar owner.

The City has received a request from the Safe Communities Coalition of Pitt County to be included on the Task Force and has designated Jennifer Smith to represent their group.

**Fiscal Note:** Limited direct costs. Some staff time involved in preparing for and attending meetings.

**Recommendation:** The City Council designate a member of Council to serve on the City of Greenville-East Carolina University Task Force to Study Student-Related Alcohol Issues, designate a bar owner to be a member of the Task Force, and approve adding a representative of the Safe Communities Coalition of Pitt County to the Task Force.

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 [Alcohol\\_Task\\_Force](#)

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City of Greenville-East Carolina University Task Force to Study Student Related Alcohol Issues

This task force is charged by the City of Greenville and East Carolina University to identify and implement strategies that lead to the reduction in the excessive and under-age consumption of alcohol, and, subsequently, the reduction of secondary consequences among East Carolina University students, and to recommend future options and next steps to the ECU Chancellor and the City Council.

Key objectives for this task force should include the following:

1. Review University policies, protocols, and enforcement procedures related to alcohol use and abuse on campus and in the Greenville community
2. Examine student behavior related to alcohol use and abuse and how ECU's education, prevention, and intervention programs and practices compare with best practices nationally
3. Review advertising practices and standards that are used on campus and within the Greenville community that directly impact the consumption and abuse of alcohol among university students
4. Changes in City zoning ordinances to reduce the density of alcohol sales outlets and irresponsible sales and marketing practices
5. Explore the establishment of a community-wide program for responsible beverage service
6. Enhanced and publicized enforcement of the age 21 drinking and drunk driving laws
7. Consider the establishment of an alcohol-free entertainment facility in Uptown Greenville

Membership:

ECU Members designated by the Chancellor:

Michelle Lieberman – Student Neighborhood Relations Facilitator  
Kaye McGinty – Associate Professor of Psychiatric Medicine  
Dr. Brian McMillen – Professor of Pharmacology and Toxicology  
Robert J. Morphet – Assistant Director/Counseling Center  
Dr. Lynn Roeder – Associate Vice Chancellor/Interim Dean of Students

City Members

Member of City Council  
Police Chief  
Sheriff  
Local Judge  
Uptown Greenville Representative  
Eastern NC Council on Substance Abuse Representative  
Pitt County Substance Abuse Coalition Representative  
Bar Owner



# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

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**Title of Item:** Washington-Greenville Joint Issues Committee

**Explanation:** During the joint Washington and Greenville City Council meeting conducted at the Bradford Creek Golf Course Clubhouse on October 23, 2006, both councils approved creating a committee to discuss issues of mutual concern. The Washington and Greenville City Managers have developed the attached document that outlines the charge and structure of the committee. The Washington City Council will consider approval of the committee at its next meeting on March 12, 2007.

**Fiscal Note:** Limited direct costs. Some staff time involved in preparing for and attending meetings.

**Recommendation:** City Council approve the creation of the Washington-Greenville Joint Issues Committee and appoint two members of Council to serve as the Greenville representatives.

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 [Greenville\\_Joint\\_Issues\\_Committee](#)

# DRAFT

## Washington-Greenville Joint Issues Committee

On October 23, 2006 during a joint Washington and Greenville City Council meeting, both governing bodies approved the creation of a committee to discuss issues of mutual concern. The committee is to be composed of two members from each City Council.

The initial joint issues to be discussed by the committee will include:

1. Preserve the limited access configuration of the Highway 264 corridor between Washington and Greenville.
2. Investigate the possibility of locating an assisted living facility between the two cities.
3. Explore opportunities to improve accessibility to the Pitt-Greenville Airport for travelers from the Washington area.
4. Consider how the City of Washington can participate in activities scheduled for the 2009 North Carolina League of Municipalities Conference to be held in Greenville.

The committee may consider other issues that may be identified as subjects of mutual concern to the two cities.

The committee will meet on a quarterly basis alternating between Washington and Greenville. The committee may invite representatives from other governmental entities to participate such as the North Carolina Department of Transportation, Pitt County, and Beaufort County.



# City of Greenville, North Carolina

Meeting Date: 3/5/2007  
Time: 6:00 PM

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**Title of Item:** Proposed City of Greenville 2007 Goals

**Explanation:**

During the Annual Planning Session on January 27, 2007, the City Council confirmed as priorities the ten goals that were first approved in 2005. Through a process facilitated by Janice Faulkner, the Council also proposed several new objectives under the existing goals and endorsed the continuation of many of the objectives from 2006. Staff has incorporated these priorities and added action items for each new and carryover objective to produce a proposed goals document for 2007.

During the City Council meeting on March 5, 2007, staff will review the ten goals and their related objectives and action items. The City Council can suggest changes or add new items to this list. During the March 8, 2007 City Council meeting, the 2007 Goals with any modifications will be considered for adoption.

**Fiscal Note:** Each action item has a fiscal note.

**Recommendation:** The City Council review and discuss the proposed City of Greenville 2007 Goals.

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[2007\\_City\\_of\\_Greenville\\_Goals](#)





## Proposed City of Greenville 2007 Goals

### 1. Goal: Form Effective Partnerships

A. *Objective: Encourage cooperation and coordination among units of local government in Pitt County*

Action Item #1: Continue to develop effective working relationships with the Pitt County Commissioners and meet quarterly with the Commission Chair and County Manager

Responsibility: Mayor and City Manager

Timeframe: Ongoing

Fiscal Note: Minimal cost

Action Item #2: Bring to a conclusion the work of the joint committee with the Town of Winterville and Greenville Utilities Commission to address mutual issues of growth and utility service

Responsibility: Councilmembers Dunn and Little, City Manager

Timeframe: August 16, 2007

Fiscal Note: To be determined

Action Item #3: Develop a more mutually beneficial mutual aid agreement with one additional neighboring fire-rescue department

Responsibility: Fire-Rescue Department

Timeframe: April 15, 2007

Fiscal Note: To be determined

B. *Objective: Build partnerships with Board of Education and other educational institutions, governmental entities, nonprofits, and businesses with focus on youth and family*

Action Item #1: Create a database of programs for youth

Responsibility: City Clerk's Office

Timeframe: November 30, 2007

Fiscal Note: No direct costs

Action Item #2: Meet with representatives of Pitt County School Board to review current cooperative programs and explore future City-School Board partnerships

Responsibility: Mayor and City Manager

Timeframe: April 30, 2007

Fiscal Note: No direct costs

Action Item #3: Renew the contract for the Police Department to provide school resource officers in schools located inside the City limits

Responsibility: Police Department

Timeframe: June 30, 2007

Fiscal Note: School Board will reimburse most of the costs

Action Item #4: Continue support of Middle School Initiative involving the United Way of Pitt County, Pitt County Schools, Boys and Girls Club, Community Hope Life Center, the C.H.O.S.E.N., and the Greenville Police Department

Responsibility: Police Department

Timeframe: Ongoing

Fiscal note: To be determined

C. *Objective: Increase mutual efforts with higher educational institutions*

Action Item #1: Conduct a joint meeting with the East Carolina University Student Government Association

Responsibility: Mayor and City Council

Timeframe: September 30, 2007

Fiscal Note: No direct costs

Action Item #2: Participate in the town-gown group

Responsibility: Mayor, City Attorney, City Manager, Assistant City Manager, and department heads

Timeframe: Ongoing

Fiscal Note: No direct costs

D. *Objective: Create more regional relationships*

Action Item #1: Participate in North Carolina League of Municipalities regional meetings

Responsibility: City Council, City Attorney, and City Manager

Timeframe: March 20, 2007

Fiscal Note: Some travel and registration costs

Action Item #2: Meet with representatives of the Pitt County Development Commission, North Carolina Department of Commerce Eastern Regional Office, and North Carolina's Eastern Region to discuss economic development cooperation

Responsibility: Mayor, City Council, and City Manager

Timeframe: June 30, 2007

Fiscal Note: No direct costs

E. *Objective: Pursue economic efficiencies through stronger partnerships*

Action Item #1: Continue participation in the Mayor's working group to pursue Golden Leaf Foundation funding opportunities

Responsibility: Mayor, City Manager, and Assistant City Manager

Timeframe: Ongoing

Fiscal Note: To be determined

## 2. **Goal: Organize City Services to Meet the Needs of the Citizens**

A. *Objective: Continue improvements of one-stop permitting*

Action Item #1: Implement one-stop permitting process when move to the renovated Municipal Building is completed

Responsibility: Public Works and Community Development

Timeframe: May 31, 2007

Fiscal Note: Limited costs will be covered by operating budget

B. *Objective: Increase recycling to reduce the per capita volume of solid waste being disposed of in landfills*

Action Item #1: Develop partnerships to increase recycling within the community

Responsibility: Public Works Department

Timeframe: June 1, 2007

Fiscal Note: No direct cost

Action Item #2: Develop incentive programs to encourage increased recycling

Responsibility: Public Works Department

Timeframe: June 30, 2007

Fiscal Note: To be determined

C. *Objective: Pursue upgrading of housing market*

Action Item #1: Identify problem areas within targeted code enforcement areas and develop a schedule for focused enforcement actions in identified problem areas

Responsibility: Community Development Department

Timeframe: July 1, 2007

Fiscal Note: Minimal direct cost

Action Item # 2: Develop a schedule for boarded-up structures that need to be considered by City Council for issuance of a final order to repair or demolish

Responsibility: Community Development Department

Timeframe: May 31, 2007

Fiscal Note: Minimal direct costs

Action Item #3: Develop and add a preferred housing property standards checklist to supplement information given to owners of property resulting from actions by the Code Enforcement Division

Responsibility: Community Development Department

Timeframe: September 30, 2007

Fiscal Note: Minimal direct costs

D. *Objective: Monitor the efficiency and effectiveness of code enforcement*

Action Item #1: Study best practices in municipal code enforcement to establish baseline targets and report findings and recommendations to the City Council

Responsibility: Community Development Department and Assistant City  
Manager

Timeframe: June 1, 2007

Fiscal Note: Minimal direct costs

Action Item #2: Institute quarterly reporting to the City Council on code enforcement activities with tracking information of problem properties to be included in the report

Responsibility: Community Development Department

Timeframe: April 1, 2007

Fiscal Note: Minimal direct costs

Action Item #3: Bring to the City Council recommended amendments for Minimum Housing Code changes to improve effectiveness and efficiencies

Responsibility: Community Development Department

Timeframe: October 1, 2007  
Fiscal Note: Minimal direct costs

3. **Goal: Increase the Technological Capability of the City**

A. *Objective: Upgrade technology in public safety*

Action Item #1: Public Safety software and hardware replacement providing new functionality and technological capabilities including wireless infrastructure for public safety officers in the field

Responsibility: Police, Fire/Rescue, and Information Technology  
Departments

Timeframe: December 31, 2008

Fiscal Note: \$2,750,000

Action Item #2: Create website for police community information

Responsibility: Information Technology and Police Departments

Timeframe: November 1, 2007

Fiscal Note: \$2,000

B. *Objective: Consider technology enhancements in other departments*

Action Item #1: City website update

Responsibility: Information Technology Department and City Departments

Timeframe: October 1, 2007

Fiscal Note: \$3,000

Action Item #2: Install Building Inspections Interactive Voice Response System for access to the inspections process

Responsibility: Information Technology Department and Inspections  
Division of Public Works Department

Timeframe: June 30, 2007

Fiscal Note: \$43,900

Action Item #3: Install security/surveillance cameras in the downtown area, City parks, etc.

Responsibility: Information Technology, Police, and other City  
Departments

Timeframe: October 31, 2007

Fiscal Note: \$25,000

Action Item #4: Create a Land Development Tracking System for collaboration between Public Works, Community Development, Police, Fire/Rescue, GUC, and NCDOT

Responsibility: Information Technology, Public Works, and Community Development Departments

Timeframe: June 1, 2008

Fiscal Note: \$7,000

Action Item #5: Implement the Procurement and Bid Module to improve the efficiency of information processed through centralized purchasing

Responsibility: Information Technology and Financial Services Departments

Timeframe: June 30, 2007

Fiscal Note: \$29,000

Action Item #6: Create a bidder information system for minority bid tracking

Responsibility: Information Technology and Financial Services Departments

Timeframe: May 31, 2007

Fiscal Note: \$3,000

Action Item #7: Assess the feasibility of allowing employees to be able to access their payroll information from a personal computer

Responsibility: Information Technology, Financial Services, and Human Resources Departments

Timeframe: December 1, 2007

Fiscal Note: \$2,000

C. *Objective: Continue expansion of access to citywide wireless*

Action Item #1: Construct free wireless system in downtown area

Responsibility: Information Technology Department and Assistant City Manager

Timeframe: April 1, 2007

Fiscal Note: \$52,000

Action Item #2: Expand existing wireless capabilities at recreation facilities

Responsibility: Information Technology Department

Timeframe: November 1, 2007

Fiscal Note: Funds included in operating budget

Action Item #3: Evaluate the usage and review technical issues of downtown wireless system to determine feasibility of expanding the system citywide

Responsibility: Information Technology Department and Assistant City Manager

Timeframe: December 31, 2007

Fiscal Note: No direct cost to complete evaluation

D. *Objective: Recognize private businesses with wireless capability*

Action Item #1: Contact Chamber of Commerce and Convention & Visitors Bureau to explore wireless recognition program

Responsibility: Public Information Office

Timeframe: May 31, 2007

Fiscal Note: No financial impact

Action Item #2: Create brochures highlighting and mapping locations of businesses with wireless internet access. Distribute through Chamber business members, CVB and City

Responsibility: Public Information Office

Timeframe: August 1, 2007

Fiscal Note: \$800

Action Item #3: Create website highlighting and mapping locations of businesses with wireless internet access. Secure links from Chamber, CVB, City and other appropriate sites.

Responsibility: Public Information Office

Timeframe: August 31, 2007

Fiscal Note: \$20 annually

E. *Objective: Work with Greenville Utilities Commission on broadband possibilities*

Action Item #1: Continue discussions with GUC General Manager on potential broadband system for Greenville

Responsibility: City Manager

Timeframe: Ongoing

Fiscal Note: No fiscal impact

Action Item #2: Monitor implementation of municipal broadband services in Wilson

Responsibility: City Manager

Timeframe: Ongoing  
Fiscal Note: No fiscal impact

4. **Goal: Develop Understanding and Broader Citizen Participation in City Government**

A. *Objective: Continue implementation of Citizens Academy and Youth Council*

Action Item #1: Conduct the first Citizens Academy class

Responsibility: Public Information Office  
Timeframe: September 1, 2007  
Fiscal Note: \$2,500

Action Item #2: Continue to provide support for the Youth Council

Responsibility: Human Relations Council  
Timeframe: Ongoing  
Fiscal Note: \$2,500 annually

B. *Objective: Expand GTV-9 programming market to citizens*

Action Item #1: Purchase software and hardware to increase information on and enhance the look of the channel's digital signage (content between video programs)

Responsibility: Public Information Office  
Timeframe: February 28, 2007  
Fiscal note: \$16,000 included in 2006-2007 budget

Action Item #2: Purchase items (tent, backdrop) to help increase GTV-9 exposure at public events

Responsibility: Public Information Office  
Timeframe: March 31, 2007  
Fiscal Note: \$4,000 included in 2006-2007 budget

Action Item #3: Create list of potential GTV-9 programs/videos

Responsibility: Public Information Office  
Timeframe: March 31, 2007  
Fiscal Note: No fiscal impact

Action Item #4: Gather list of ways to effectively market the channel and increase its exposure in the community

Responsibility: Public Information Office



Timeframe: March 31, 2007  
Fiscal Note: No fiscal impact

Action Item #5: Propose budget amendment to hire additional full-time videographer to create more programs

Responsibility: Public Information Office  
Timeframe: May 7, 2007  
Fiscal Note: \$42,176

Action Item #6: Propose budget amendment to purchase vehicle to help facilitate staff's traveling to locations to film programming

Responsibility: Public Information Office  
Timeframe: May 7, 2007  
Fiscal Note: \$16,000 + insurance

Action Item #7: Explore possible partnerships to purchase mobile production vehicle to increase exposure in the community (signage on the paint scheme) for use at festivals, in parades, and help facilitate production of multi-camera productions (events, programs, etc).

Responsibility: Public Information Office  
Timeframe: September 30, 2007  
Fiscal Note: To be determined

C. *Objective: Hold an annual City/ECU festival and encourage broad citizen participation*

Action Item #1: Continue partnership with ECU to hold International Festival as part of the new PirateFest

Responsibility: Public Information Office  
Timeframe: April 14, 2007  
Fiscal Note: \$5,000 included in 2006-2007 budget

Action Item #2: Research better signage options to encourage more participation and create a more festive feel at the International Festival

Responsibility: Public Information Office  
Timeframe: April 1, 2007  
Fiscal Note: No fiscal impact

Action Item #3: Bring in better entertainment to help increase the attendance at the International Festival

Responsibility: Public Information Office

Timeframe: December 31, 2007  
Fiscal Note: \$10,000 in 2007-2008 budget (increase of \$5,000)

Action Item #4: Explore possibility of adding an “Oktoberfest” type celebration complete with food and beer garden at end of International Festival

Responsibility: Public Information Office  
Timeframe: December 31, 2007  
Fiscal Note: \$2,000

Action Item #5: Explore possibility of creating a festival committee comprised of members of international businesses, Human Relations Council representative, City staff, and other community members as a way to increase citizen participation

Responsibility: Public Information Office  
Timeframe: December 1, 2007  
Fiscal Note: No fiscal impact

## 5. Goal: Enhance Diversity

A. Objective: Continue efforts to make City government reflect the community we serve

Action Item #1: Implement provisions of the City’s revised Affirmative Action Statement through expanded participation in job fairs at colleges with a predominantly minority enrollment

Responsibility: All Departments  
Timeframe: Ongoing  
Fiscal Note: Funds included in departmental operating budgets

Action Item #2: Support the work of the employee recruitment teams in the Police and Fire/Rescue Departments

Responsibility: Police and Fire-Rescue Departments  
Timeframe: Ongoing  
Fiscal Note: \$3,500

Action Item #3: Prepare 2007 annual reports as required by the Affirmative Action Statement

Responsibility: All Departments  
Timeframe: December 31, 2007  
Fiscal Note: No direct cost

Action Item #4: Increase understanding of community diversity issues through the participation of City supervisors in an updated diversity training workshop

Responsibility: Human Resources Department  
Timeframe: April 30, 2007  
Fiscal Note: \$7,000

Action Item #5: Increase understanding of community diversity issues through the participation of general City employees in an updated diversity training workshop

Responsibility: Human Resources Department  
Timeframe: November 30, 2007  
Fiscal Note: \$4,000

B. *Objective: Celebrate the diversity of our citizens*

Action Item #1: Prepare and present to the City Council a strategic plan for the Human Relations Council

Responsibility: Human Relations Officer and Human Relations Council  
Timeframe: March 5, 2007  
Fiscal Note: To be determined

Action Item #2: Increase participation in existing positive opportunities through public awareness, publicity, and targeted outreach efforts. Examples include, but are not limited to, the International Festival, Sunday in the Park, and July 4<sup>th</sup> Celebration

Responsibility: Public Information Office  
Timeframe: Ongoing  
Fiscal Note: Funds included in current budget

C. *Objective: Work toward an All-Inclusive City in 2007-2008*

Action Item #1: Present National League of Cities Inclusive Communities resolution for City Council consideration

Responsibility: Human Relations Officer and Human Relations Council  
Timeframe: March 8, 2007  
Fiscal Note: No direct costs

Action Item #2: Submit documentation to the National League of Cities so that Greenville will be officially recognized as an Inclusive Community

Responsibility: Human Relations Officer

Timeframe: April 30, 2007  
Fiscal note: No direct costs

Action Item #3: Promote Greenville's designation as an Inclusive Community using National League of Cities marketing kit and GTV-9

Responsibility: Human Relations Officer and Public Information Office  
Timeframe: June 30, 2007  
Fiscal note: Minimal direct costs

Action Item #4: Hold an NLC Inclusive Communities sign installation ceremony and install signs on gateway corridors and at the PGV Airport

Responsibility: Human Relations Officer  
Timeframe: June 30, 2007  
Fiscal note: \$750

Action Item #5: Prepare proclamation for the Mayor's consideration designating September 24-28, 2007 as Race Equality Week

Responsibility: Human Relations Officer and Human Relations Council  
Timeframe: September 1, 2007  
Fiscal note: No direct costs

Action Item #6: Install sign near PGV Airport welcoming visitors to Greenville in different languages

Responsibility: Human Relations Officer, Human Relations Council, and City Manager's Office  
Timeframe: August 31, 2007  
Fiscal note: \$2,000

Action Item #7: Sponsor an annual Race Equality Breakfast for the community in conjunction with national Race Equality Week, September 24-28, 2007

Responsibility: Human Relations Officer and Human Relations Council  
Timeframe: September 28, 2007  
Fiscal note: \$1,500

Action Item #8: Work with the Youth Council, Pitt County Schools, and private schools to create a Race Equality initiative involving other students to be aired on the school's TV-One Channel and the City's GTV-9 Channel

Responsibility: Human Relations Officer and Human Relations Council  
Timeframe: October 31, 2007  
Fiscal note: No direct costs

Action Item #9: Study establishing a diversity celebration festival

Responsibility: Human Relations Officer and Human Relations Council  
Timeframe: December 31, 2007  
Fiscal note: No direct costs

**6. Goal: Emphasize the Importance of Neighborhood Stabilization and Revitalization**

A. *Objective: Preserve/prevent deterioration of single-family neighborhoods for more sustainable communities*

Action Item #1: Create a Rental Property Registration and Certification Program (See Task Force on Preservation of Neighborhoods and Housing [TFPNH] recommendation #1)

Responsibility: Community Development and Information Technology  
Departments  
Timeframe: February 29, 2008  
Fiscal Note: To be determined

Action Item #2: Create a Code Enforcement Tracking System and Rental Property Database (See TFPNH recommendation #2)

Responsibility: Community Development and Information Technology  
Departments  
Timeframe: January 31, 2007  
Fiscal Note: \$58,000

Action Item #3: Rezone remaining predominantly single-family use neighborhoods to an “S district” classification (See TFPNH recommendation #6)

Responsibility: Community Development Department  
Timeframe: December 31, 2008  
Fiscal Note: \$4,500 in advertising costs

B. *Objective: Stay focused on revitalization block by block (MLK, Jr. Drive)*

Action Item #1: Continue to conduct activities on a block-by-block basis, with bi-monthly updates to the City Manager and City Council; focus on acquisition, demolition, new construction, and infrastructure improvements

Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: \$1,500,000

C. *Objective: Increase new homes and substandard housing rehabs in the 45-Block Revitalization Area by 10% or more by end of 2008*

Action Item #1: Convert suitable and cost efficient acquired rental properties to owner-occupied housing

Responsibility: Community Development Department  
Timeframe: December 31, 2008  
Fiscal Note: \$100,000

Action Item #2: Utilize the North Carolina Housing Finance Agency New Home Loan pool for eligible low to moderate income homebuyers

Responsibility: Community Development Department  
Timeframe: December 31, 2008  
Fiscal Note: \$100,000

Action Item #3: Partner with the Greenville Housing Authority to provide homeownership counseling to residents who may qualify for Housing Choice Vouchers

Responsibility: Community Development Department and Greenville Housing Authority  
Timeframe: December 31, 2007  
Fiscal Note: No direct cost

Action Item #4: Partner with Progressive Action & Restoration, Inc., with their Housing Counseling program to qualify 10 potential homebuyers

Responsibility: Community Development Department  
Timeframe: December 31, 2008  
Fiscal Note: \$16,000

Action Item #5: Construct at least 10 new single-family homes annually

Responsibility: Community Development Department  
Timeframe: December 31, 2007  
Fiscal Note: \$660,000

Action Item #6: Provide down payment assistance to at least 10 eligible low to moderate income homebuyers to purchase new homes constructed

Responsibility: Community Development Department  
Timeframe: December 31, 2008  
Fiscal Note: \$350,000

Action Item #7: Provide assistance to at least 5 low to moderate income owner-occupied homes in need of repair

Responsibility: Community Development Department  
Timeframe: December 31, 2008  
Fiscal Note: \$350,000

D. *Objective: Review and modify the loan program for conversion of rental property to homeownership*

Action Item #1: Make recommendations to the City Council to increase participation in the Employee Homebuyer Incentive Program for the University Area

Responsibility: Community Development Department  
Timeframe: March 5, 2007  
Fiscal Note: Funds for program included in operating budget

Action Item #2: Evaluate changes to the Employee Homebuyer Incentive Program for the University Area to determine if further modifications are needed

Responsibility: Community Development Department  
Timeframe: October 1, 2007  
Fiscal Note: Funds for program included in operating budget

E. *Objective: Support neighborhood organizations to stabilize existing residential areas*

Action Item #4: Develop and adopt neighborhood plans to guide policy and investment decisions in older, established single-family neighborhoods (See TFPNH recommendation #9)

Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: No direct costs

Action Item #5: Employ a person focused on neighborhood improvements by connecting resources and people – investigate similar positions in other cities, develop a list of duties and job description for evaluation by City Council with the 2007-08 budget consideration

Responsibility: Community Development Department  
Timeframe: May 7, 2007  
Fiscal Note: To be determined

Action Item #3: Consider creating a Neighborhood Commission

Responsibility: Community Development Department and Assistant City  
Manager

Timeframe: August 31, 2007

Fiscal Note: To be determined

Action Item #4: Increase working relationships between code enforcement officers and  
neighborhood associations and groups

Responsibility: Community Development Department

Timeframe: Ongoing

Fiscal Note: Minimal direct costs

Action Item #5: Develop a plan to promote the unique architecture of various  
neighborhoods

Responsibility: Community Development Department and Historic  
Preservation Commission

Timeframe: October 1, 2007

Fiscal Note: To be determined

F. *Objective: Insure that neighborhoods have appropriate access to parks and recreation  
facilities*

Action Item #1: Update and amend the Parks Comprehensive Master Plan

Responsibility: Recreation and Parks Department

Timeframe: November 30, 2007

Fiscal Note: \$50,000

Action Item #2: Amend the subdivision and zoning regulations to require recreation and  
open space reservations and/or dedications based on population impact

Responsibility: Community Development, and Recreation and Parks  
Departments

Timeframe: Three months after completion of Parks Comprehensive  
Master Plan update

Fiscal Note: To be determined

Action Item #3: Explore the development/creation of a park on City property on NC 33 East

Responsibility: Recreation and Parks Department and City Council

Timeframe: December 31, 2007

Fiscal Note: \$50,000 appropriated for Master Plan



Action Item #4: Explore development of parks in underserved neighborhoods

Responsibility: Recreation and Parks Department and City Council

Timeframe: December 31, 2007

Fiscal Note: \$50,000 appropriated for Master Plan

Action Item #5: Monitor and respond to needs of senior citizens and people with disabilities

Responsibility: Recreation and Parks Department

Timeframe: Ongoing

Fiscal Note: To be determined on a project-by-project basis

G. *Objective: Continue pursuit of assisted living facility*

Action Item #1: Partner with a developer to construct an assisted living center in the 45-Block Revitalization Area

Responsibility: Community Development Department

Timeframe: December 31, 2008

Fiscal Note: To be determined

H. *Objective: Increase adaptive use of historic properties in redevelopment areas*

Action Item #1: In accordance with the West Greenville Revitalization Plan, develop conceptual plans for housing in the Historic Warehouse District

Responsibility: Community Development Department

Timeframe: April 1, 2007

Fiscal Note: To be determined

Action Item #2: Seek funding to complete a historic resources study that will create a blueprint for citywide property survey and designation; ensure that planning, preservation, and redevelopment go hand in hand; and establish a framework for preservation marketing programs

Responsibility: Community Development Department

Timeframe: December 31, 2007

Fiscal Note: To be determined

Action Item #3: Utilize the findings of the historic resources study to focus marketing efforts for historic resources and to attract private sector investment interest

Responsibility: Community Development Department

Timeframe: March 1, 2008

Fiscal Note: To be determined

Action Item #4: Review incentive programs and policies to determine what programs may be effective in leveraging private sector interest in historic properties

Responsibility: Community Development Department  
Timeframe: October 1, 2007  
Fiscal Note: To be determined

Action Item #5: Develop a plan to encourage partnering with residents in older neighborhoods to preserve and reclaim (with ECU) older housing stock

Responsibility: Community Development Department  
Timeframe: November 1, 2007  
Fiscal Note: To be determined

I. *Objective: Dispose of excess property*

Action Item #1: Update index of property in project areas and dispose of any excess property in the 45-Block Revitalization Area for affordable housing production, mixed use, commercial uses, and other land uses that comply with adopted plans for each area with approval of City Council

Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: Minimal direct cost

Action Item #2: Develop a citywide program for identification and disposal of unused City properties for sale with regular notices of availability

Responsibility: Community Development Department  
Timeframe: July 31, 2007  
Fiscal Note: Minimal direct cost

7. **Goal: Promote Economic Development in the City**

A. *Objective: Support and advocate investment for a vibrant and prosperous Center City*

Action Item #1: Evaluate techniques, methods, and partnerships for marketing Greenville's Center City to investors

Responsibility: Community Development Department  
Timeframe: October 1, 2007  
Fiscal Note: No direct costs

Action Item #2: Develop indicators and benchmarks for investment growth in the Center City and establish baselines for each

Responsibility: Community Development Department  
Timeframe: November 1, 2007  
Fiscal Note: No direct costs

Action Item #3: Evaluate public sector programs (i.e., grants, technical assistance, and infrastructure improvements) that may be used to leverage private sector investment

Responsibility: Community Development Department  
Timeframe: December 1, 2007  
Fiscal Note: No direct costs

Action Item #4: Work with Uptown Greenville to develop a program to market downtown services and resources to students and faculty

Responsibility: Community Development Department  
Timeframe: September 1, 2007  
Fiscal Note: \$5,000

B. *Objective: Create more downtown residential housing with historic architecture for all income levels*

Action Item #1: In accordance with the Center City Revitalization Plan, staff will develop conceptual plans for housing in the 1st Street/Town Common area

Responsibility: Community Development Department  
Timeframe: April 1, 2007  
Fiscal Note: To be determined

Action Item #2: Contact private sector financial and development partners to structure development agreements that will move the housing plans from concept to reality

Responsibility: Community Development Department  
Timeframe: In progress  
Fiscal Note: No direct costs

Action Item #3: In accordance with the Center City-West Greenville Redevelopment Plan, and through the assistance of Uptown Greenville, develop site design guidelines that will ensure that new construction and substantial renovations in the Center City area conform to the historic architectural character of the area

Responsibility: Community Development Department  
Timeframe: August 31, 2007  
Fiscal Note: \$18,000 for development of a professional document depicting design standards

Action Item #4: Explore partnerships with private developers that will lead to the redevelopment of historic structures for residential use

Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: No direct costs

Action Item #5: Work with private developers to develop plans to address often-cited obstacles to Center City development such as parking, stormwater management, and site access

Responsibility: Community Development Department  
Timeframe: Ongoing  
Fiscal Note: No direct costs

C. *Objective: Promote opportunities for small and minority businesses and encourage utilization of the minority workforce*

Action Item #1: Offer workshops and training to small businesses and MWBE vendors to enhance their ability to do business with the City

Responsibility: Financial Services Department  
Timeframe: December 31, 2007  
Fiscal Note: \$12,000

Action Item #2: Increase the number of MWBE vendors certified through the MWBE Program

Responsibility: Financial Services Department  
Timeframe: December 31, 2007  
Fiscal Note: No additional cost

Action Item #3: Continue to work on implementing a mentor program and the establishment of a small business incubator for small businesses

Responsibility: Financial Services Department  
Timeframe: Ongoing  
Fiscal Note: \$250,000

Action Item #4: Develop indicators and benchmarks for small business growth in the Center City and establish baselines

Responsibility: Community Development Department  
Timeframe: November 1, 2007  
Fiscal Note: To be determined

Action Item #5: Review small business creation programs in place in other regional jurisdictions

Responsibility: Community Development Department  
Timeframe: November 1, 2007  
Fiscal Note: To be determined

D. *Objective: Retain businesses in the redevelopment areas*

Action Item #1: Review business retention programs in place in other regional jurisdictions

Responsibility: Community Development Department  
Timeframe: December 1, 2007  
Fiscal Note: Minimal direct cost

Action Item #2: Prepare recommendations and any required budgetary requests to implement recommended business retention programs

Responsibility: Community Development Department  
Timeframe: March 1, 2008  
Fiscal Note: To be determined

E. *Objective: Promote the City to retain and expand business/industry and provide quality jobs*

Action Item #1: Continue to work closely with Pitt County Development Commission, Chamber of Commerce, East Carolina University, Pitt Community College, University Health Systems, and others to retain and expand business and industry and to encourage job creation with full benefits

Responsibility: City Manager  
Timeframe: Ongoing  
Fiscal Note: No direct costs

F. *Objective: Encourage mixed-income new development (residential)*

Action Item #1: Research development incentives and options that encourage and/or require mixed use and affordable housing including incentive and/or inclusionary zoning, transfer of development rights, density bonuses, proffers, and exactions

Responsibility: Community Development Department  
Timeframe: December 1, 2007 (Phase 1)  
Fiscal Note: No direct costs

**8. Goal: Provide a Safe Community**

A. *Objective: Create and implement community policing policies that increase public contact and improve the perception of the Police Department to reduce crime*

Action Item #1: Implement Comprehensive Community Policing Plan Department-wide

Responsibility: Police Department  
Timeframe: June 30, 2007  
Fiscal Note: To be determined

Action Item #2: Design and implement a crime analysis program that utilizes crime data to hold officers, supervisors, and managers accountable to assigned communities (Compstat Type Program)

Responsibility: Police Department  
Timeframe: August 31, 2007  
Fiscal Note: Cost of upgraded computer system is \$1,200,000

Action Item #3: Complete mandated community policing training for entire Department

Responsibility: Police Department  
Timeframe: December 31, 2007  
Fiscal Note: Training costs included in operating budget

Action Item #4: Provide support for establishing a 24-hour mental health intake center

Responsibility: City Council and City Manager  
Timeframe: March 1, 2007  
Fiscal Note: To be determined based on availability of federal funding

B. *Objective: Become more active in the prevention of juvenile violence in the community*

Action Item #1: Implement after-school program to target at-risk youth

Responsibility: Police Department  
Timeframe: December 1, 2007  
Fiscal Note: To be determined

Action Item #2: Partner with Pitt County Sheriff's Office and other municipal law enforcement agencies to target gang activity

Responsibility: Police Department  
Timeframe: Ongoing  
Fiscal Note: To be determined

Action Item #3: Continue support of Citizens United Against Violence (CUAV), Blue Print for Peace, and Project Unity

Responsibility: Police Department  
Timeframe: Ongoing  
Fiscal Note: No direct costs

Action Item #4: Create a Police Explorer Program for youth with funding and scholarships

Responsibility: Police Department  
Timeframe: October 1, 2007  
Fiscal Note: To be determined

Action Item #5: Develop the Greenville Police Athletic League (PAL) program at the Eppes Recreation Center

Responsibility: Police Department  
Timeframe: December 31, 2007  
Fiscal Note: To be determined

C. *Objective: Strengthen crime prevention efforts by increasing participation in community watch programs*

Action Item #1: Coordinate district officer participation with community watch programs through Community Policing Plan

Responsibility: Police Department  
Timeframe: Ongoing  
Fiscal Note: No direct cost

Action Item #2: Design strategies to work with current inactive Community Watch groups and assist them in becoming active

Responsibility: Police Department  
Timeframe: July 1, 2007  
Fiscal Note: To be determined

Action Item #3: Develop and implement new crime prevention programs with existing partners (community watch and other community organizations) and pursue new partnerships with faith-based organizations

Responsibility: Police Department

Timeframe: August 1, 2007

Fiscal Note: Minimal direct cost

D. *Objective: Improve the efficiency of public safety resources by addressing the Police response to false alarms*

Action Item #1: Present new false alarm ordinance to City Council for approval

Responsibility: Police Department

Timeframe: April 12, 2007

Fiscal Note: To be determined

Action Item #2: Develop false alarm public awareness and education program

Responsibility: Police Department

Timeframe: June 30, 2007

Fiscal Note: To be determined

Action Item #3: Prepare report that outlines experience with the false alarm program

Responsibility: Police Department

Timeframe: December 31, 2007

Fiscal Note: No direct cost

E. *Objective: Strengthen preparedness for a major disaster*

Action Item #1: Provide training to the business community on emergency management and business survival from disasters

Responsibility: Fire-Rescue Department

Timeframe: Ongoing

Fiscal Note: Minimal direct costs

Action Item #2: Rewrite the City's Emergency Operations Plan and establish departmental and overall Continuity of Operations Plans

Responsibility: Fire-Rescue Department

Timeframe: July 1, 2007

Fiscal Note: To be determined



**9. Goal: Develop Transportation Initiatives to Meet Community Growth and Ensure a Sustainable Community**

*A. Objective: Improve roads leading into and out of the City*

Action Item #1: Continue the inventory of conditions for all State and City-maintained roadways within the City

Responsibility: Public Works Department

Timeframe: June 30, 2007

Fiscal Note: Direct cost of \$30,000 for Condition Inventory Update

Action Item #2: Prioritize for improvement/repair based on condition survey

Responsibility: Public Works Department

Timeframe: September 1, 2007

Fiscal Note: No direct cost. Priority established in-house based on condition survey.

Action Item #3: Develop schedule for repair of City-maintained streets (resurfacing program)

Responsibility: Public Works Department

Timeframe: Ongoing

Fiscal Note: No direct cost. Schedule prepared in-house.

Action Item #4: Meet with NCDOT to develop schedule for repair of State highways

Responsibility: Public Works Department

Timeframe: September 30, 2007

Fiscal Note: No direct cost. Meeting and negotiations with NCDOT performed in-house.

Action Item #5: Work with Greenville Urban Area MPO and NCDOT to promote construction of new roads

Responsibility: Mayor, City Manager, and Public Works Department

Timeframe: Ongoing

Fiscal Note: Will be directly reimbursable for some of these activities as part of the MPO Grant; otherwise, no direct cost.

*B. Objective: Develop initiatives/programs to reduce urban congestion*

Action Item #1: Meet with largest employers to discuss feasibility of staggered starts and park-and-ride programs

Responsibility: Public Works Department  
Timeframe: Ongoing  
Fiscal Note: No direct cost. Contact and discussions performed by in-house personnel.

Action Item #2: Continue to participate in Public Transportation Working Group

Responsibility: Public Works Department  
Timeframe: Ongoing  
Fiscal Note: No direct cost. Staff works with Pitt County, ECU, and PATS.

C. *Objective: Promote/lobby for state and federal funding for local transportation improvements*

Action Item #1: Continue to work through the Greenville Urban Area MPO to publicize and lobby for the most important transportation needs

Responsibility: Mayor, City Manager, and Public Works Department  
Timeframe: Ongoing  
Fiscal Note: No direct cost anticipated; 80% of incurred costs reimbursable through the MPO.

Action Item #2: Work with NCDOT Board members and local legislative delegation to promote the most important transportation needs

Responsibility: Mayor and Council, City Manager, and Public Works Department  
Timeframe: Ongoing  
Fiscal Note: No direct cost anticipated; 80% of incurred costs reimbursable through the MPO

Action Item #3: Work with NCDOT and CSX to relocate rail switching yard

Responsibility: Public Works Department  
Timeframe: Ongoing  
Fiscal Note: To be determined

D. *Objective: Increase GREAT ridership*

Action Item #1: Develop marketing program to better promote Greenville Area Transit (GREAT)

Responsibility: Public Works Department  
Timeframe: September 2007

Fiscal Note: Direct cost will be determined based on plan

Action Item #2: Increase distribution of information/route schedules for GREAT

Responsibility: Public Works Department

Timeframe: Ongoing

Fiscal Note: Cost covered by current budget

Action Item #3: Develop partnerships with other agencies to facilitate the use of GREAT

Responsibility: Public Works Department

Timeframe: Ongoing

Fiscal Note: No direct cost. Will be completed in-house.

Action Item #4: Explore the establishment of a Public Transportation Authority

Responsibility: Public Works Department and City Manager

Timeframe: December 1, 2007

Fiscal Note: To be determined

Action Item #5: Build intermodal transportation center

Responsibility: Public Works Department

Timeframe: Complete site selection/conceptual plan by December 1, 2007

Fiscal Note: Estimated cost for project is \$8 million, having a 90%/10% cost share with Federal/State government paying 90% and City paying 10% local match.

*E. Objective: Improve and make safer pedestrian crossings throughout Greenville*

Action Item #1: Replace worn-out crosswalk markings with thermoplastic pavement markings

Responsibility: Public Works Department

Timeframe: Ongoing

Fiscal Note: Direct costs of materials and labor are included in current operating budget

Action Item #2: Replace existing pedestrian signal heads with countdown pedestrian signals

Responsibility: Public Works Department

Timeframe: Ongoing

Fiscal Note: Program is subject to receiving funds for signal equipment

Action Item #3: Include countdown signal heads at new pedestrian signal installations

Responsibility: Public Works Department

Timeframe: Ongoing as signalization projects develop

Fiscal Note: Cost of countdown pedestrian signal heads will be included as part of an overall project for a new traffic signal installation at an intersection with sidewalks.

F. *Objective: Maximize use of Pitt-Greenville Airport: continue efforts for more commercial service*

Action Item #1: Provide funding to match federal commercial air service development grant

Responsibility: City Council

Timeframe: September 30, 2007

Fiscal Note: \$33,333

Action Item #2: Consider requesting accommodations tax funds to market airport

Responsibility: City Council and Convention & Visitors Authority

Timeframe: June 30, 2007

Fiscal Note: To be determined

G. *Objective: Explore bringing passenger rail back to Greenville*

Action Item #1: Discuss with NCDOT the feasibility of bringing passenger rail service back to Greenville

Responsibility: Public Works Department

Timeframe: August 1, 2007

Fiscal Note: No direct cost

## 10. **Goal: Maintain the Financial Stability of the City**

A. *Objective: Improve the format of financial information decision-making*

Action Item #1: Revise and enhance the monthly financial statements, budget ordinance amendments, and the investment management information submitted and presented to City Council

Responsibility: Financial Services Department and Assistant City Manager

Timeframe: September 30, 2007

Fiscal Note: To be determined

Action Item #2: Establish a formal write-off and allowance for doubtful accounts policy for miscellaneous receivables

Responsibility: Financial Services Department  
Timeframe: April 30, 2007  
Fiscal Note: To be determined

Action Item # 3: Establish policies and procedures for funding post-retirement liabilities as required by GASB (Governmental Accounting Standards Board) based on annual actuarial studies

Responsibility: Financial Services Department, Human Resources, and City Manager  
Timeframe: December 31, 2007  
Fiscal Note: To be determined

Action Item #4: Develop budget targets for departments for the 2008-09 and 2009-10 budget and operating plan and allocate direct cost to departments where feasible

Responsibility: Financial Services Department, Assistant City Manager, and City Manager  
Timeframe: December 31, 2007  
Fiscal Note: No additional cost

B. *Objective: Determine plans for moving forward on annexations*

Action Item #1: Develop an annexation policy and implementation plan for City Council consideration

Responsibility: Community Development Department and Assistant City Manager  
Timeframe: June 1, 2007  
Fiscal Note: No direct cost

Action Item #2: Complete annexation process for River Hills Subdivision

Responsibility: Community Development Department  
Timeframe: June 30, 2007  
Fiscal Note: To be determined