

Basic Motions

Motion
Calls for Action
 Debatable
 Simple Majority

Motion to Amend
Changes Original
 Debatable
 Simple Majority

Other Motions

Table
Postpone Vote
 No Discussion
 Simple Majority

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

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

Recess
Take a Short Break
 No Discussion
 Simple Majority

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

Adjourn
End the Meeting
 No Discussion
 Simple Majority

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

☐ Convene meeting + Reminder: Turn off Cell Phone

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

II. Pledge of Allegiance

III. Additions/Deletions/Approval of Agenda

IV. Approval of December 7, 2017 Minutes (Attachment A)

V. Announcements

VI. Public Comment Period

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

VII. New Business

- a. Elections (10 mins) – E. Kane
- b. Town Creek Culvert Update (Attachment B) (20 mins) – L. Kirby

VIII. Old Business

- a. Council Presentation Update (10 mins) – E. Kane
- b. Draft EAC Calendar (Attachment C) (10 mins) – E. Kane
- c. 2018 Goals & Objectives Finalize (Attachment D) (10 mins) – E. Kane

IX. Commission Reports

- a. ECU Sustainability Report (10 mins) – C. Carwein
- b. Planning & Zoning Commission Update (10 mins) D. Brinkley

X. Other – FYI

- a. 2018-2019 EAC Grant – Promote

XI. Proposed Agenda Items – March 1, 2017

- a. Keep Greenville Beautiful Update
- b. 2018-2019 EAC Grant – Reminder to promote
- c. Quarterly UST Report
- d. Public Transportation & Parking Commission Update (E. Kane)
- e. Recreation & Parks Commission Update (N. Hamilton)
- f. SWAC Update

XII. Adjourn

Items for Future Consideration

_____	_____
_____	_____
_____	_____

Board Members

Chair

1. Durk Tyson

Commission Members

2. David Ames
3. Drake Brinkley
4. Nathaniel Hamilton
5. Emilie Kane (Vice-Chair)
6. Ann Maxwell
7. Diego LLerena

Ex-officio

Kevin Mulligan
(Public Works)

Staff Liaison

Daryl Norris
(Public Works)

City Council Liaison

Brian Meyerhoeffer

Environmental Advisory Commission Mission:

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

Environmental Advisory Commission Purpose:

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

ATTACHMENT A

(December 7, 2018 Minutes)

Action: For your review and approval.

**DRAFT OF MINUTES PROPOSED FOR ADOPTION BY THE
ENVIRONMENTAL ADVISORY COMMISSION
December 7, 2017**

CALL TO ORDER

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

1. ROLL CALL

MEMBERS:

David Ames	Drake Brinkley
Nathaniel Hamilton	Diego LLerena
Ann Maxwell	Durk Tyson

OTHERS PRESENT:

Daryl Norris, City of Greenville
Amanda Braddy, City of Greenville
Chad Carwein, ECU
Craig Becker, Sierra Club
Janet Rose, Sierra Club

2. PLEDGE OF ALLEGIANCE

3. ADDITIONS/DELETIONS TO THE AGENDA

Mr. Tyson proposed adding a New Business Item B to add members of the Sustainable Energy Committee of the Sierra Club to give an update on their activities. A motion was made by Mrs. Maxwell to approve the agenda as amended. The motion was seconded by Dr. Brinkley and passed unanimously.

4. APPROVAL OF NOVEMBER 2, 2017 MINUTES

A motion was made by Ms. Maxwell to approve the minutes of November 2, 2017 as presented. The motion was seconded by Dr. Hamilton and passed unanimously.

5. ANNOUCEMENTS

Mrs. Maxwell reminded everyone of the City of Greenville's Christmas Parade being held on Saturday, December 9, 2017 at 5pm beginning at Town Commons.

6. PUBLIC COMMENT PERIOD

There were no public comments

7. NEW BUSINESS

A. Stormwater Annual Report

Mr. Norris presented the Stormwater Annual Report to EAC. Mr. Norris noted there are five elements of the plan and briefly reviewed those with EAC. Mrs. Maxwell asked about Greens Mill Run and the status of monitoring of this watershed. Mr. Norris stated that Greens Mill Run is currently on the 303D List which is an impaired list of streams in the State. Mr. Norris stated that Greens Mill Run is on the list based on biological integrity likely caused by flow and erosion of the banks of the stream. Mr. Norris added the list is updated every four years with sampling currently being done by the State to qualify streams to be placed on the 303D list. However, Mr. Norris stated that the City is currently working to ascertain if City resources could be utilized to provide water sampling results to the State to potentially make improvements to the stream and update the status of Greens Mill Run on the 303D list prior to regulations being imposed by the

State. Mrs. Maxwell asked if there were current ordinances to further protect the stream. Mr. Norris replied there are ordinances in force and stated one of the stricter ordinances for Greens Mill Run area requires new development to provide peak flow controls for the 25 year storm within the Greens Mill Run Watershed in addition to the 1, 5, and 10 year storm which is currently in force for other areas of the City.

B. Sierra Club Sustainable Energy Committee Update

Dr. Ames stated in 2007 the Sierra Club worked with the EAC and the City of Greenville to incorporate the Cool Cities Initiative. The Greenville Climate Protection Partnership (GCPP) was formed and many objectives were implemented from the development of this committee. The GCPP dissolved and the Sierra Club formed a Sustainable Energy Committee to create a structure to pursue to continue the grass roots efforts of GCPP.

Craig Becker with the Sierra Club commented the Sustainable Energy Committee was in support of the EAC's 2017 goals, specifically goals five and six, and would like to offer any assistance in accomplishing these goals. Dr. Ames stated he felt the next step would be to establish a committee with interested citizens, EAC, and Sierra Club to further pursue achieving the action items of those goals.

Dr. Ames noted the Cool Cities Initiative noted a need for a person responsible for maintaining monitoring of sustainability efforts for the City. Mr. Carwein commented that he felt the EAC should have their action item for Goal Six to explore the feasibility of a Sustainability Coordinator for the City of Greenville should be made into its own goal and be prioritized to Goal One. Mrs. Maxwell asked if a motion needed to be made to meet with the City Manager to petition for this position. Mr. Carwein stated he felt this would be a start in the process. Mr. Tyson asked Mr. Norris to determine the best course of action in contacting City staff regarding making this request a priority. Mr. Norris stated he felt the first step would be to contact the City Manager as well as making contact with the Council Liaison for EAC and personal City Council representatives for the members of the EAC. Dr. Becker added that he felt documentation supporting the addition of this position would be beneficial and offered the assistance of a graduate student with ECU to provide this information. Mr. Becker stated he would need a letter from the EAC or the City to further this effort.

Jane Rose with the Sierra Club commended EAC on their goals and urged EAC to continue to pursue the goals to make Greenville a greener community.

8. OLD BUSINESS

A. Volkswagen Settlement Update

Mr. Tyson reported that Volkswagen would be paying \$2.9 billion in a mitigation trust fund that will be shared among states affected by an investigation launched in 2015 by then-Attorney General Cooper and other state attorneys general into Volkswagen for making and installing illegal software devices to help some vehicles defeat emission tests. The U.S. Environmental Protection Agency discovered that certain diesel powered automobiles manufactured by Volkswagen AG and its Audi and Porsche affiliates circumvented federal air emission standards and violated the Clean Air Act by allowing some vehicles to emit 40 times the allowable levels of nitrogen oxide (NOx). The car makers installed defeat devices in 2.0-liter 4-cylinder and 3.0-liter 6-cylinder diesel engines produced between 2009 and 2015. North Carolina's share in this payment is \$92 million. The Governor of North Carolina appointed The Department of Environmental Quality (DEQ) as the lead plan agency to develop a mitigation plan. DEQ has established a website to solicit comments for recommendations to utilize these funds and comments are due by December 31, 2017. Mr. Tyson stated there are

provisions as to how funds can be expended and must go to reduce NOx emissions to offset the excess emissions caused by Volkswagen's deceptive actions.

B. Council Presentation Review

Mr. Tyson directed attention to the Council Presentation in the agenda package. Mr. Tyson stated he would do a recap of the mission of the EAC, diversity of the group, and highlight the goals of EAC. Mrs. Maxwell noted she would like to have our accomplishments highlighted and commended Mr. Norris for his presentation to the Neighborhood Advisory Board. Mr. Tyson also stated that he would present EAC's request to support the need for a Sustainability Coordinator for the City of Greenville.

C. 2018 Goals & Objectives Discussion

Mr. Tyson asked members to review the goals & objectives for 2018 to finalize for the January 4, 2018 meeting. Dr. Hamilton suggested moving item 6C to item 1A. Mr. Brinkley further commented that he would like to see item 6C become an individual goal and move it to item 1 with tangible action items.

D. Solar Energy Conference Update

Mr. Tyson stated the North Carolina Clean Energy Technology Center held a Solar Energy Conference in November. The focus was on the myths and explanations of solar energy. Mr. Tyson stated he felt two target audiences which were landowners and solar farm possibilities and homeowners/farmers and solar effects.

E. Chip Reader for Sanitation Update

Mr. Norris reported on a follow up with the Sanitation Manager and was informed the chip that was included in the current refuse containers was specific to these receptacles and readers would have to be purchased for the vehicles as well. The only data collected from the readers would be if the container was picked up. The information did not include the amount, weight or content of the container.

9. Commission Reports

A. ECU Sustainability Report

Mr. Carwein gave a PowerPoint presentation on sustainability efforts at ECU. The Green Fund Campaign fee was not approved by the Board of Trustees. The presentation addressed:

- Greenhouse Gas Inventory update for East Carolina University
- Bike racks and bin receptacles on campus
- Hook Magazine article regarding ECU sustainability efforts
- Sustainability Film Screenings
- Greenville Community Garden

B. SWAC Update

Mr. Brinkley reported the Stormwater Advisory Committee (SWAC) met on December 5, 2017. The focus of this meeting focused on current funds available (\$6.2 million) in comparison to the funds needed (\$16.7 million) to accomplish desired Stormwater projects within the City. The next meeting will be held on January 9, 2018 at 3p.m. in City Hall Conference Room 337.

10. OTHER– FYI

A. UST Report

11. PROPOSED AGENDA ITEMS

The following items are proposed for the January 4, 2018 meeting:

A. Elections

B. Town Creek Culvert Update

- C. Council Presentation – Finalize**
- D. Draft Calendar – Review**
- E. 2018 Goals & Objectives**
- F. Cool Cities Initiative**
- G. Plastic Bag Resolution Update**

11. ADJOURNMENT

There being no further business to discuss, Mr. Brinkley made a motion to adjourn. The motion was seconded by Mrs. Maxwell and passed unanimously.

ATTACHMENT B

(Town Creek Culvert Update)

Action: For your information.

Town Creek Culvert and SCM Retrofit Project Project Summary and Status

December 2017

Town Creek Culvert storm drainage improvements consist of rehabilitating and replacing segments of the aging stormwater conveyance system that conveys runoff from a highly urbanized 308.6 acre watershed, while installing a variety of Stormwater Control Measures (SCMs) that will remove Total Suspended Solids, Nitrogen and Phosphorus from the watershed. This project offers significant water quality benefits through the installation of a bioretention area, two regenerative stormwater conveyance systems, permeable pavement installation and an inlet capture device. Cumulatively, these SCMs are expected to remove up to 250 lb N/yr in an urban and highly impervious (~85%) watershed.

The City of Greenville began the study and design phase of the Town Creek Culvert and SCM Retrofit Project in the fall of 2013. Town Creek Culvert drains stormwater from approximately 300 acres in the Uptown Greenville area. It was built in the early 1900s and needs to be substantially rehabilitated or replaced due to multiple failures and localized flooding. The urgency of this project is driven by the 10th Street Connector Project (NCDOT, U-3315) which is currently under construction. Town Creek Culvert is one of the main outfalls for the 10th Street Connector.

Based on green infrastructure components, the City sought funding for the project through the Clean Water Management State Revolving Fund. The City received a "Letter of Intent to Fund" in the spring of 2014 with final LGC and City Council acceptance in the spring of 2016 for a \$13,340,571 loan at 0% interest. DWI has since committed a total of \$16,000,000 to this project. The increase is currently being processed. This project is receiving statewide and national attention for installation of green infrastructure in an urban environment.

The City bid this project several times and on June 8, 2017, received a low bid of approximately \$22,300,000 from a responsive and responsible contractor. This bid reflected a savings of approximately \$10,000,000 from the 1st bid. The bid amount, along with other project expenses as summarized in the table below, brings the total project cost to about \$33,200,000.

CONSTRUCTION	\$ 22,281,176.15
PLANNING AND DESIGN	\$ 2,035,974.68
CONSTRUCTION PHASE ENGINEERING	\$ 2,400,000.00
CONTINGENCY (10% of construction)	\$ 2,228,117.62
TESTING	\$ 300,000.00
ENVIRONMENTAL SERVICES	\$ 3,000,000.00
REAL PROPERTY ACQUISITION COSTS	\$ 350,000.00
CLOSING COSTS	\$ 600,000.00
TOTAL	\$ 33,195,268.45

The total amount less the committed green infrastructure loan, the Greenville Utilities Commission funding, and monies already expedited leaves **\$13,200,000 in unmet funds**. As a result, the City of Greenville is seeking this amount in a revenue bond.

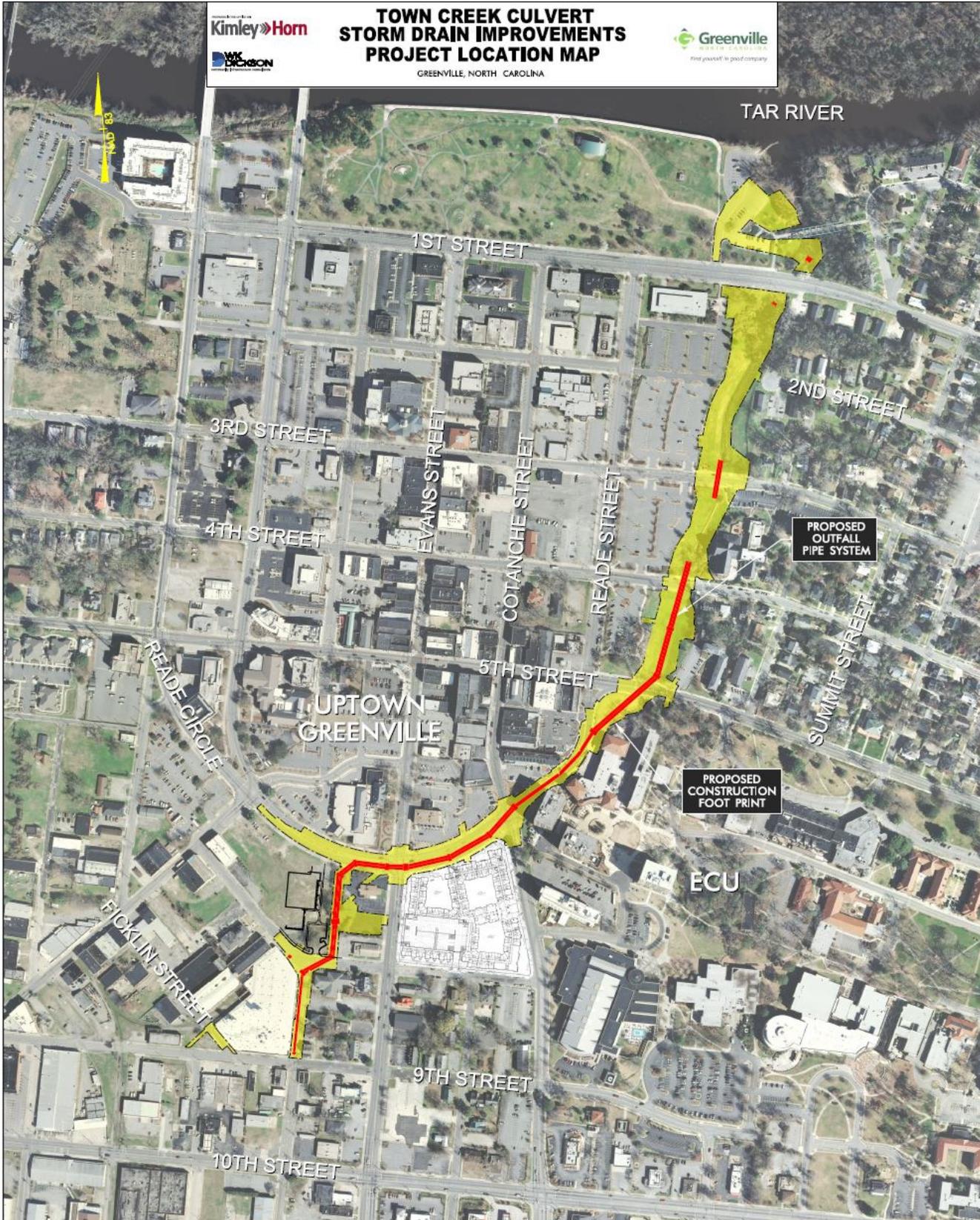
Reade and Cotanche, August 2017



Federal Bankruptcy Court, August 2017



Town Creek Culvert and SCM Retrofit Project Overview Map



ATTACHMENT C

(Draft Calendar)

Action: For your information.

PROPOSED EAC SCHEDULE

February-18						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

February 1, 2018

1	<u>2018-2019 EAC GRANT:</u> Reminder to promote
2	<u>REDEVELOPMENT COMMISSION:</u> Update (D. Tyson)
3	<u>PLANNING & ZONING COMMISSION:</u> Update (D. Brinkley)
4	<u>SWAC:</u> Update
5	
6	

PROPOSED EAC SCHEDULE

March-18						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

March 1, 2018

1	<u>KEEP GREENVILLE BEAUTIFUL:</u> Update
2	<u>2018-2019 EAC GRANT:</u> Reminder to promote
3	<u>QUARTERLY UST REPORT:</u> Update
4	<u>PUBLIC TRANSPORTATION & PARKING COMMISSION:</u> Update (E. Kane)
5	<u>RECREATION & PARKS COMMISSION:</u> Update (N. Hamilton)
6	

PROPOSED EAC SCHEDULE

April-18						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

April 5, 2018

1	<u>QUARTERLY UST REPORT:</u> Update
2	<u>2018-2019 EAC GRANT:</u> Review & discuss
3	<u>COMMUNITY APPEARANCE COMMISSION:</u> Update (D. Ames)
4	
5	
6	

PROPOSED EAC SCHEDULE

May-18						
S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

May 3, 2018

1	<u>2018-2019 EAC GRANT:</u> Approve award recipient
2	<u>BIKE & PEDESTRIAN COMMISSION:</u> Update (E. Kane)
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

June-18						
S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June 7, 2018

1	<u>EAC GRANT RECOGNITION CEREMONY:</u> Presentation.
2	<u>GREENVILLE UTILITIES COMMISSION:</u> Update (D. Tyson)
3	<u>NEIGHBORHOOD ADVISORY BOARD:</u> Update (A. Maxwell)
4	
5	
6	

PROPOSED EAC SCHEDULE

July-17						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

July 5, 2018

1	<u>NO MEETING</u>
2	
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

August-18						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2, 2018

1	<u>QUARTERLY UST REPORT:</u> Update
2	<u>REDEVELOPMENT COMMISSION:</u> Update (D. Tyson)
3	<u>PLANNING & ZONING COMMISSION:</u> Update (D. Brinkley)
4	
5	
6	

PROPOSED EAC SCHEDULE

September-18						
S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September 6, 2018

1	<u>PUBLIC TRANSPORTATION & PARKING COMMISSION:</u> Update (E. Kane)
2	<u>RECREATION & PARKS COMMISSION:</u> Update (N. Hamilton)
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

October-18						
S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October 4, 2018

1	<u>2019-2020 EAC GRANT:</u> Discussion
2	<u>COMMUNITY APPEARANCE COMMISSION:</u> Update (D. Ames)
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

November-18						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

November 1, 2018

1	<u>2019 GOALS & OBJECTIVES:</u> Discussion
2	<u>COUNCIL PRESENTATION:</u> Discussion
3	<u>BIKE & PEDESTRIAN COMMISSION:</u> Update (E. Kane)
4	
5	
6	

PROPOSED EAC SCHEDULE

December-18						
S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

December 6, 2018

1	<u>COUNCIL PRESENTATION:</u> Review Draft
2	<u>STORMWATER:</u> Annual report to State
3	<u>2019 GOALS & OBJECTIVES:</u> Review Draft
4	<u>QUARTERLY UST REPORT:</u> Update
5	<u>GREENVILLE UTILITIES COMMISSION:</u> Update (D. Tyson)
6	<u>NEIGHBORHOOD ADVISORY BOARD:</u> Update (A. Maxwell)

PROPOSED EAC SCHEDULE

January-19						
S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 3, 2019

1	<u>ELECTIONS</u>
2	<u>COUNCIL PRESENTATION:</u> Finalize
3	<u>2019 GOALS & OBJECTIVES:</u> Finalize
4	<u>DRAFT CALENDAR:</u> Review
5	
6	

ATTACHMENT D

(2018 Draft Goals & Objectives)

Action: For your information.

2018 EAC Goals (DRAFT)

1. Explore feasibility of Sustainability Coordinator for the City of Greenville.

- Actions:
- a) Request a meeting with the City Manager as well as discuss with Council Members and City Staff to discuss the feasibility of a Sustainability Coordinator
 - b) Collaborate with ECU to supply information, reports and studies to examine this requested position.
 - c) Collaborate with existing Sustainability Office with East Carolina to discuss sustainability efforts.

2. Identify and deploy ways to promote environmental education and engage citizens (including students) in addressing environmental [sustainability] issues.

- Actions:
- a) Increase public awareness of the Watershed Master Plans.
 - b) Continue to administer and champion the EAC Grant Program.
 - c) Develop educational segments for GTV that highlight EAC's mission and current initiatives.
 - d) Increase recycling initiatives.
 - e) Encourage implementation of environmental initiatives from the City's Horizon's Plan.

3. Continue to increase deliberate and intentional engagement with Council and other Boards and Commissions.

- Actions:
- a) Assign commission members (liaisons) to follow other Boards and Commissions that may consider and/or advise on environmental issues. The liaisons will provide quarterly updates to EAC on topics that have potential for partnering or collaboration.

STATUS: The following Boards & Commissions have been identified as having the potential to making decisions impacting the environment.

Redevelopment Commission – Durk Tyson
Greenville Utilities Commission – Durk Tyson
Greenville Bike & Pedestrian Commission – Emilie Kane
Recreation and Parks Commission – Nathaniel Hamilton
Community Appearance Commission – David Ames
Neighborhood Advisory Board – Ann Maxwell
Public Transportation & Parking Commission – Emilie Kane
Planning & Zoning Commission – Drake Brinkley

- b) Meet with individual Council Members to discuss the importance of environmental issues relevant to Greenville.

4. Seek ways to conserve and protect our water resources.

- Actions:
- a) Provide guidance and recommendations to City Council on the utilization of the Watershed Master Plans. This includes water quality monitoring results completed as part of the master planning process.
 - b) Receive updates on Stormwater Advisory Committee actions

5. Identify and suggest ways to reduce greenhouse gases and air pollution generated by municipal operations.

- Actions:
- a) Revisit the Cool Cities Initiative and assess the need for a subcommittee that can focus on municipal operations and make recommendations for improvements (Greenville Climate Protection Partnership).
 - b) Prepare resolution focusing on recommendations made by subcommittee if applicable.

6. Identify and suggest ways to increase energy conservation and renewable energy production.

- Actions:
- a) Facilitate Commission and/or Council presentation on renewable energy options for City activities.

STATUS: In partnership with Sierra Club, EAC will continue collaboration in presenting a Clean Energy Discussion to highlight best management practices that may be utilized within the City of Greenville.

- b) Develop resolution focusing on adoption of renewable energy initiatives.