



City of Greensboro

Melvin Municipal Building
300 W. Washington Street
Greensboro, NC 27401

Meeting Minutes - Draft City Council Work Session

Tuesday, October 2, 2018

3:30 PM

Plaza Level Conference Room

I. Call To Order

This City Council work session of the City of Greensboro was called to order at 3:31 p.m. on the above date in the Plaza Level Conference Room of the Melvin Municipal Office Building with the following members present:

Mayor Nancy Vaughan, Councilmembers Marikay Abuzuaiter, Sharon Hightower, Nancy Hoffmann, Yvonne J. Johnson, Michelle Kennedy, Justin Outling, Tammi Thurm, and Goldie Wells.

Also present were City Manager David Parrish, Interim City Attorney Jamiah Waterman and Assistant City Clerk Mary Brooks.

II. Presentations

City Manager David Parrish introduced Interim Assistant City Manager Steve Drew who discussed the STAR Program- Community Sustainability Council (CSC).

1. [ID 18-0594](#) Presentation on the "STAR" Program - Community Sustainability Council (CSC)

Interim Assistant City Manager Steve Drew gave insight on Community Sustainability Council (CSC) on the STAR Communities Program; and introduced Faun Finely, EMSL CSC-Chair.

Ms. Finely spoke to CSC's focus on high level projects; to priorities with the City of Greensboro; and introduced Vicki Foust, PhD, MBA: CSC Vice-Chair.

Ms. Foust made a PowerPoint Presentation (PPP) on STAR communities; spoke to the certification program's assessing sustainability of cities with STAR ratings; gave the vision statement for the program; spoke to reducing greenhouse gas for the City; to business retention and development; to living wages and workforce readiness; to focusing on social and culture diversity; to poverty alleviation; and to human and civil rights. Ms. Foust continued discussion on working on a new Comprehensive Plan for the City; spoke to synergy; and to addressing weaknesses.

Ms. Foust asked Council to commit to the next steps of becoming a STAR community; asked City staff to complete the assessment; highlighted the benefits, and opportunities for the community; and stated the assessment was free to complete online.

City Manager Parrish spoke to the possibilities of the program; and to a previous inquiry.

Interim Assistant City Manager Drew spoke to the STAR program being an important marketing tool for the City; and stated staff did an inventory to see where the City was.

Councilmember Kennedy asked if a process was used for data collection being transferred over to complete the assessment.

Interim Assistant City Manager Drew stated yes; and that staff would manage that.

Councilmember Outling asked if staff would be responsible for administering the program; and about the possible cost.

City Manager Parrish spoke to the potential cost; and the Planning Department's role in assistance in becoming a member.

Planning Director Sue Schwartz spoke to the work done on the Comprehensive Plan; to having data and background information; to the carbon disclosure project; referenced the Paris Climate Treaty; stated this needed to be an organization wide commitment; spoke to having appropriate resources and effectiveness of housing said program; and to the timing and personnel cost.

Councilmember Outling asked what the weaknesses with the Comprehensive Plan were.

Ms. Finley spoke to updating it; and to discussion for areas of improvement.

Ms. Foust gave insight to the action plan; spoke to the metrics used; to long term effects; and to Planet Greensboro.

Councilmember Abuzuaiter thanked the CSC for their hard work; spoke to collaboration; and other entities used to give benchmarks.

Councilmember Kennedy asked about the STAR application process working with the Comprehensive Plan.

Senior Planner, Jeff Sovich spoke to the survey that was done with sustainability staff members; to communities who worked on STAR; gave a summary of what sustainability did; and spoke to how they translated into STAR certification.

Discussion took place on if the City was a member of STAR; the need to complete the assessment to become a member; on data from Guilford County for the City's assessment; on what becoming a STAR member entailed; on what direction Council wanted to go with the program; and to specifics needed for the verification process with the online application.

City Manager Parrish spoke to taking the next step to becoming a STAR community member; and stated he would keep Council posted moving forward.

2. [ID 18-0605](#) Language Access Plan (LAP) Update

Human Relations Director Love Crossling made a PPP on the Language Access Plan (LAP); spoke to optimal customer service for the City; to equitable information access; to \$25 million in Federal funds; to the Federal requirement of the Title VI of the Civil Rights Act of 1964 compliance standards and its requirements with documentation; and people feeling welcome in the City buildings and entities.

Mayor Pro-Tem Johnson spoke to the importance of the LAP.

Councilmember Hightower asked how much of the \$25 million went to the City.

Ms. Crossling stated all of the Federal funds were City dollars; gave the top five languages spoken in Greensboro; the LAP requirements for the top two languages (Spanish and Vietnamese); spoke to the importance of translated documents; to outreach in the community; and introduced Education and Outreach Coordinator, Jodie Stanley.

Ms. Stanley expressed her passion for LAP; spoke to her personal experiences; to key partnerships and projects; to the graduated Spanish class for the workplace 2018; and to bilingual staff recruitment. Ms. Stanley continued discussion on marketing tools; the Title VI poster; to the Language Line for translation; spoke to looking at future projects and recording data to see where needs were to recruit bilingual staff; to using interpreters; to the translation standards policy; and to prioritizing public safety.

Councilmember Kennedy asked if the Language Line was open to any department in the City.

Ms. Stanley stated yes; spoke to accounts for Language Line with City departments; to tracking and recording translation by bilingual employees; to LAP liaisons reporting data in the online reporting tool; to the positives the City did; referenced the website iSpeak Houston; spoke to better relationships with liaisons and their management; and to updated signage needed for the City.

Councilmember Abuzuaiter thanked Ms. Crossling and Ms. Stanley; and stated she would like this translated and put out for the public.

City Manager Parrish voiced appreciation to the continued support; spoke to the good job that was done; and asked if Council would come back to the next agenda item when Mayor Vaughan was present.

4. [ID 18-0607](#) Community Partners Board Update

Finance Director Larry Davis made a PPP on the Community Partners Board (CPB) process update; and recognized the board's chair Bob Newman. Mr. Davis continued discussion on recommendations for the next fiscal year (FY); spoke to supporting mandatory workshops; to continued use of third party fund review requirements; and to the process for reviewed financial statements.

Councilmember Hightower asked if an audit was required if the organization received reward dollars.

Finance Director Davis responded yes; spoke to the application process; to funding organizations directly verses pass-through funding; and to funding limits by dollar amount and number of years.

Councilmember Outling asked what purpose that process was trying to achieve; and spoke to the perception of favoring an organization verses others not funded.

Councilmember Wells stated the funds were considered a helping hand.

City Manager Parrish stated the genesis would support goals and missions for organizations; and that it was not a perfect process.

Mayor Pro-Tem Johnson voiced concern on the acceptance of the funding process that was done by the City Manager; on equality for all organizations; and asked if the City Manager could override decisions that were made by the board.

City Manager Parrish spoke to the application process; outreach to the community; and to the funds available in the budget.

Councilmember Hoffmann stated the board did not fulfill the purpose it was created for; and voiced the need for more transparency.

Councilmember Hightower voiced concern on requirements for funding; on seeing the process done differently; and on the long term effects.

Finance Director Davis spoke to the City Council priorities and goals related to the funding process; and to following Council's lead and vision.

Mayor Pro-Tem Johnson voiced concerns on recommendations sent to the City Manager being addressed before a vote was to be made.

Councilmember Kennedy spoke to opportunities for new organizations; and to organizations who received funds from multiple sources.

Councilmember Outling spoke to the priorities related to the funding process.

Councilmember Abuzuaiter asked what the grand total of funds the Community Partners Board was.

Finance Director Davis stated that they had started with \$900,000; spoke to the recommendations being transparent; stated the City manager gave the results that were given by the board; and spoke to the \$1.3 million dollars that was allocated for the agencies.

Councilmember Abuzuaiter asked how the funds would be allocated if the funding was stopped.

Finance Director Davis stated the funds came from the general and economic funds, and would be returned to those entities.

City Manager Parrish spoke to refining the process; and to the requirements of the Community Partners Board.

Councilmember Thurm spoke to funding new programs; and to identifying priorities.

Mayor Vaughan arrived at the meeting at 4:44 p.m.

Discussion took place on studying priorities; achieving goals; to long term planning; making a change in high impact areas; concerns with organizations continuing missions not being funded because of not having new ideas; organizations having a long term sustainable plan; and on funding priorities.

Councilmember Outling spoke to structural priorities; to funds being spent efficiently; to the purpose of the board; how Council was elected and made budgeting decisions; and to the funding process for organizations to get funded.

Mayor Pro-Tem Johnson spoke to the board's ability to run itself.

Mayor Vaughan spoke to the importance of the board; to the programs funded; to focusing on the big picture; mentioned organizations who had requested funding before the CPB was created; and to streamlining requests.

City Manager Parrish suggested delaying the process for continued thoughts and opinions.

Councilmember Kennedy left the meeting at 4:54 pm, and returned at 4:57 p.m.

3. [ID 18-0606](#) Boards and Commissions Update

City Clerk Elizabeth Richardson gave a handout on the City of Greensboro boards and commissions process at a glance; spoke to ideas and suggestions made; to expectations for board members and liaisons; and requested clarification of Council's discretion on adding someone to the data bank and appointing at the same meeting.

Mayor Vaughan stated that a procedure was needed.

Discussion took place on voting on a decision for the procedure for appointments; on the reason of adding potential appointees to the data bank first then appointing; and on encouraging citizens to serve.

City Clerk Richardson stated that the reason was to vet potential appointees; asked for a standard process; spoke to an updated liaison list for Boards and Commissions; and to staff updating their Boards and Commission information on the City's website.

Councilmember Outling inquired on a statement in the handout "must" be included in databank.

City Clerk Richardson stated it was changed to "may"; that a link with upcoming vacancies would be added to the City's webpage under the News tab.

Mayor Pro-Tem Johnson left the meeting at 5:02 p.m., and returned at 5:05 p.m.

Councilmember Outling inquired on what the Chair's role was.

Councilmember Hightower asked what the protocol was on board member's roles in reference to staff.

City Clerk Richardson stated that the appointee would communicate directives for staff through the chairperson and council liaison.

City Manager Parrish stated staff would make amendments to the language regarding directives.

5. [ID 18-0608](#) Participatory Budgeting Discussion

Finance Director Davis made a PPP on the Participatory Budgeting Project eligibility; highlighted the recommended guidelines; spoke to the programmatic projects (one time) eligibility for cycle 3 recommendation; gave examples of programmatic projects; and stated only capital projects were considered at this time.

Councilmember Thurm requested a programmatic recommendation for designated historical points in the heritage communities.

Councilmember Hightower voiced concern on capital improvement projects continuing due to do a one time programmatic program; spoke to supporting Participatory Budgeting; and to focusing on priorities for citizens.

Councilmember Outling stated he agreed with Councilmember Hightower with the importance of capital improvements; and spoke to supporting City funding for priorities like poverty.

Mayor Pro-Tem Johnson stated she agreed with the programmatic projects; and spoke to the importance of celebrating communities.

Mayor Vaughan spoke to getting the refugee and immigrant community involved with programmatic projects.

City Manager Parrish stated he would like to continue discussion with more guidelines for defining programmatic programs.

Mayor Pro-Tem Johnson spoke to the importance in obtaining feedback from the community.

Councilmember Thurm gave the Participatory Budgeting update; spoke to organizations and High Schools to have voting at their locations; and to community outreach.

(Copies of the PowerPoint Presentations are filed in Exhibit Drawer A Exhibit No. 22 which are hereby referred to and made apart of these minutes)

III. Adjournment

Moved by Councilmember Hoffmann, seconded by Councilmember Abuzuaiter, to adjourn the meeting. The motion carried by voice vote.

THE CITY COUNCIL ADJOURNED AT 5:19 P.M.

MARY S. BROOKS

ASSISTANT CITY CLERK

NANCY VAUGHAN

MAYOR