

**AGENDA FOR PARKERSBURG CITY COUNCIL,  
TUESDAY, MAY 24, 2016, 7:30 PM  
SECOND FLOOR, COUNCIL CHAMBERS  
MUNICIPAL BUILDING**

**PRAYER AND PLEDGE OF ALLEGIANCE**

- I. CALL TO ORDER – Council President, John Rockhold
- II. ROLL CALL
- III. MINUTES – meeting held May 3, 2016
- IV. REPORTS FROM STANDING OR SPECIAL COMMITTEES
- V. MESSAGE FROM THE EXECUTIVE
- VI. PUBLIC FORUM
- VII. RESOLUTION
  - 1. Resolution adopting the Annual Report of Status of Project Plan(s) and Project(s) concerning Avery Court Redevelopment. (Sponsored by Councilmen Reed, Rockhold, and Lynch, Carpenter)

**PUBLIC HEARING**

- 2. Resolution appointing Police Chief, Joe Martin, to the Mid-Ohio Valley Board of Health for a term to expire June 30, 2019. (Sponsored by Councilmen Rockhold, Lynch, Wilcox, Coram, and Reed)
  - 3. Resolution appointing Mr. Matthew Shae, 1424 Washington Avenue, to the Washington Avenue Architectural Review Board thru February 14, 2017; and re-appointing Betty Modie, 1900 Washington Avenue thru February 14, 2018. (Mayor's appointment, requires Council's confirmation)
  - 4. Resolution stating that the City's Revenue and Expenditure reports shall be posted on the City's website. (Sponsored by Councilmen Coram, Carpenter, and Brown)
  - 5. Resolution to create a green initiatives advisory committee. (Sponsored by Councilman Brown, Carpenter, and Coram)
- IX. ADJOURNMENT

**NOTE – NEXT MEETING TUESDAY, JUNE 14, 2016**

May 3, 2016

The Council of the City of Parkersburg met in regular session Tuesday, May 3, 2016, at 7:30 PM in the Council Chambers on the second floor of the Municipal Building at One Government Square, Parkersburg, WV 26101 and joined in the Lord's Prayer and Pledge of Allegiance.

The meeting was called to order by Council President, John Rockhold, who presided over the meeting. The clerk noted the attendance and those present included Councilmen Nancy Wilcox, Sharon Lynch, Roger Brown, Kim Coram, JR Carpenter, Mike Reynolds, Warren Bigley, Jim Reed and John Rockhold.

MINUTES – Mr. Reed moved, seconded by Ms. Wilcox, to approve the minutes from the meeting held April 12, 2016 and April 19, 2016, and the motion was adopted by unanimous vote.

REPORTS FROM STANDING OR SPECIAL COMMITTEES – Ms. Wilcox reported that the Finance Committee met April 26<sup>th</sup> and recommended that the CDBG and HOME budgets be adopted for 2016/2017; Councilman Carpenter reported that the Façade Committee met previously and the topic was that Subaru will be updating their location; Council President Rockhold reported that PKB met and discussed downtown signage and upcoming events.

MESSAGE FROM THE EXECUTIVE – Mayor Jimmy Colombo told City Council that he spoke with the State Treasurer recently, and the financial condition of the State is not good. The sales tax is down 2%, and over the next five years the police and fire pensions of the City of Parkersburg will increase by \$1,308,920.00. This is the direction we are going, he said.

PUBLIC FORUM – no one appeared from the public. Councilwoman Coram thanked everyone for helping at Johnson Janes Park clean-up recently; and there will be a clean-up and meet people day at Good Sheppard Church this Saturday from 9:00 a.m. until noon, with a meal to be served.

#### **RESOLUTION**

Be it resolved by the City Council of the City of Parkersburg that the 2016-2017 Consolidated One Year Action Plan for the use of Community Development Block Grant (CDBG) and HOME Investment Partnership Grant funds be approved as follows:

#### **City of Parkersburg - Community Development Block Grant Program**

|                                |                     |
|--------------------------------|---------------------|
| FY16-17 CDBG Allocation        | 764,165.00\$        |
| Projected FY16-17 CDBG Program | 25,000.00\$         |
| Income                         |                     |
| <b>Total</b>                   | <b>789,165.00\$</b> |

**CDBG Projects and Activities***I. Improvements to Community Infrastructure and Public Facilities*

b. Riverfront Park - Section 108 Loan            180,000.00\$

Repayment

d. Wood County Senior Center                    25,000.00\$

Improvement Project

e. Neighborhood Partnership Program        20,000.00\$

f. Rayon Drive Sidewalk Project                50,000.00\$

g. Pocket Park Project - Boys and Girls       8,000.00\$

Club

h. Downtown Façade Program                    37,000.00\$

*II. Enhancement of Public Services*

a. COPE Police Program                         70,000.00\$

b. Code Enforcement Officer                    48,000.00\$

*III. Housing Programs*

a. Minor Home Repair Program                 80,000.00\$

b. Emergency Home Repair Program         67,277.82\$

*IV. Economic Development*

a. Incentive Program                            50,000.00\$

*V. General Administration*                    153,887.18\$

**Total**    **789,165.00\$**

**Parkersburg-Wood County HOME Consortium Program**

FY16-17 HOME Allocation                    242,153.00\$

Projected FY16-17 Program Income        25,000.00\$

**Total**    **267,153.00\$**

**HOME Investment Partnership Grant Fund Project and Activities**

*I. First-time Homebuyers Program*            50,000.00\$

(SHOP)

*II. Community Housing Development*        85,000.00\$

*Organization*

*III. Single-Family Owner-Occupied*         50,000.00\$

*Rehabilitation Program*

*IV. Down Payment Assistance Program*      56,773.46\$

*IV. General Administration*                 25,379.54\$

**Total**    **267,153.00\$**

Total HUD Allocation                         **1,056,318.00\$**

MOTION – Mr. Reynolds moved, seconded by Mr. Reed, to adopt the resolution.

Ms. Coram stated that she believes the \$8,000.00 for the Boys and Girls Club which is earmarked for a pocket park open to the entire community, could be better used for unattended children in the neighborhood. There is a disconnect with some of the children, she said, and thinks the money could be used to get a bus to help the kids get to the Club.

Mr. Ben Shuman, Director at the Boys and Girls Club, explained that this grant is not an "either or" project, but is to be used with the multi-pedestrian system, and they want to improve it. There are more than 200 children there per day in the summer, and to bus more children could cause staffing problems inside the building.

Development Director, Rickie Yeager, stated that we should keep this process moving, and then get another application for another purpose at a later time. Ms. Lynch suggested that Ms. Coram contact the Mid-Ohio Valley Transit Authority director to see if they could assist.

VOTE – the motion was adopted by majority vote with all members voting "yes" with the exception of Ms. Coram, who voted "no".

## RESOLUTION

WHEREAS there exists within the corporate boundaries of the City of Parkersburg a street named 17 ½ Street lying north of 17<sup>th</sup> Street, south of 18<sup>th</sup> Street, west of St. Mary's Avenue, and east of Covert Street; and

WHEREAS this has caused confusion and problems with identification of the location of said 17 ½ Street, and has affected the timely emergency response to this location; and

WHEREAS local residents, responders, and officials are in favor of renaming this street.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that said 17 ½ Street, as shown on a plat attached hereto and made a part of, be and it is hereby named ***Bidwell Street***.

This description was prepared by Randy A. Sheppard, Professional Surveyor No. 860. Reference is being made to a plat attached hereto and made part of this description.

MOTION – Mr. Reynolds moved, seconded by Mr. Carpenter, to adopt the resolution, and the motion was adopted by unanimous vote.

RESOLUTION SUPPORTING THE WEST VIRGINIA  
DEPARTMENT OF TRANSPORTATION FOR IMPROVEMENTS  
AT PARK SHOPPING CENTER

WHEREAS, the Park Shopping Center was established in 1959 as Parkersburg's premier modern retail center and is the oldest shopping center of its kind in our state, and;

WHEREAS, the Park Shopping Center has provided significant employment to our area residents, significant tax revenues, and economic development in our city, and;

WHEREAS, Park Center LLC, owners of the center, recently re-invested a significant amount of dollars in renovations and improvements along with the acquisition of a major retail store, Rural King, and there is now future expansions and new acquisitions in discussions, and;

WHEREAS, vehicle traffic patterns on state highways around the Center have created dangerous areas of egress and ingress that have and will continue to increasingly discourage retail customers, and;

WHEREAS, the said traffic patterns have caused vehicles to dangerously cross three lanes of traffic to cut through the KFC parking lot to head north, created a major influx of traffic crossing multiple residential sidestreets throughout the Beechwood Community, and resulted in congestion at the Memorial Bridge & Ohio Avenue, and 33th Street and Murdoch Avenues and other intersections, and;

WHEREAS, there have been 77 traffic accidents in 14 months in the five blocks north of the Center on Burch Street and Murdoch Avenue from 29<sup>th</sup> to 33rd streets, and;

WHEREAS, the widening of Garfield Avenue in front of the Center and the installation of a traffic control light allowing vehicles to exit the Center and travel north out of its current main entrance, while still allowing two lanes of Murdoch Avenue to remain continuous travel lanes will cause no disruption or delay, and would eliminate some and alleviate all of these issues.

NOW, THEREFORE, WE, THE MEMBERS OF CITY COUNCIL OF THE CITY OF PARKERSBURG, RESOLVE to support the State of West Virginia, through the Department of Transportation, to make these improvements for the safety of our residents, motorists **and pedestrians** (amendment) and the support of economic development.

MOTION - Mr. Bigley moved, seconded by Ms. Wilcox, to adopt the resolution.

Ms. Coram said she would like to address pedestrians in this resolution when they redesign, because a lot of people live in that area.

Mr. Ron Salter, Salter and Associates, stated that he had done marketing for the shopping center for 30 years. They are planning three lanes in front of the center, but he is not familiar with details of the walking portion, and will look into it. Park Shopping Center is an economical issue and growing with more potential, he said. Traffic will increase and they need help. There are 35 more acres behind the center.

MOTION TO AMEND – Ms. Coram moved, seconded by Mr. Reynolds, to amend the resolution to add the word “pedestrians” after residents and motorists in the last paragraph, and the amendment was adopted by majority vote with all members voting “yes” with the exception of Ms. Wilcox and Ms. Lynch, who voted “no”.

VOTE AS AMENDED – the motion, as amended, was adopted by unanimous vote.

RESOLUTION – Authorizing James E. Colombo on behalf of the City of Parkersburg to apply for a COPS Hiring Program Grant from the U. S. Department of Justice to secure funding to pay for the salaries of four (4) police officers.

MOTION – Ms. Wilcox moved, seconded by Mr. Reed, to adopt the resolution, and the motion was adopted by unanimous vote.

ORDINANCE, FINAL READING:

AN ORDINANCE ESTABLISHING MONTHLY PARKING RATES FOR  
THE CITY OF PARKERSBURG LOTS AT THE CORNER OF  
3<sup>RD</sup> STREET AND PHILLIPS COURT ALLEY, AND 7<sup>TH</sup> AND JULIANA  
STREETS AND METERED PARKING ON 2<sup>ND</sup> STREET

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that lots at the corner of 3rd Street and Phillips Court Alley and 7<sup>th</sup> and Juliana Streets where said lots or portions of said lots are utilized for monthly parking shall be at the following rates:

Monthly parking  
\$35.00 per space per month


BE IT FURTHER ORDAINED that Section 353.15(d) of the Codified Ordinances of the City of Parkersburg be and it is hereby amended as follows:

2<sup>nd</sup> Street – 10 hour limit, Avery Street to Ann Street, one hour for 50 cents per hour

MOTION – Ms. Wilcox moved, seconded by Mr. Reed, to adopt the ordinance on final reading (public hearing was held April 19<sup>th</sup>), and the motion was adopted by unanimous vote.

Prior to adjournment, Ms. Lynch stated that she felt Council made a good move with the agreement for the Market Place. It is doing well and more vendors will be moving in.

The meeting adjourned at 8:00 PM.

  
\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Council President

RESOLUTION AUTHORIZING MAYOR COLOMBO TO SUBMIT THE 2015  
ANNUAL TIF REPORT FOR THE AVERY  
COURT REDEVELOPMENT DISTRICT #3 TO THE WEST VIRGINIA  
DEVELOPMENT OFFICE

*2/16/15*  
**WHEREAS**, the AVERY COURT REDEVELOPMENT DISTRICT #3 was established on July 26, 2005, and

**WHEREAS**, the boundaries of the District are Eleventh Street, Cornwall Street (Tax Map 76, Parcel 233) and Avery Street in the City of Parkersburg, and

**WHEREAS**, the payment made in lieu of taxes received and expanded for 2015 was \$24,566, and

**WHEREAS**, the attached progress report is required by West Virginia Code 7-11B-15,

**NOW THEREFORE BE IT RESOLVED**, that Parkersburg City Council hereby authorizes Mayor, James E. Colombo, to submit the 2015 Annual Tax Increment Financing Report for the Avery Court Redevelopment Project to the West Virginia Development Office, having made the report available to the public for comment and having a public hearing.

Sponsored by Councilmen Reed, Rockhold, Lynch and Carpenter.

**2015 ANNUAL TAX INCREMENT FINANCING (TIF) REPORT  
FOR  
THE AVERY COURT REDEVELOPMENT PROJECT**

As required by West Virginia Code 7-11B-15, the following is a progress report for the approved T.I.F. District for the Avery Court Project:

1. Aggregate amount and the amount by source of revenue in the T.I.F. financing fund: The bonds were sold on May 1, 2006.

**The total bond sale was \$2 Million.**

2. The amount and purpose of expenditures from the tax increment financing fund.

|                                    |                     |
|------------------------------------|---------------------|
| <b>Developer Reimbursement</b>     | <b>\$188,420.00</b> |
| <b>Cost of Bond Issuance</b>       | <b>200,000.00</b>   |
| <b>Administrative Expense Fund</b> | <b>15,000.00</b>    |
| <b>Capitalized Interest</b>        | <b>200,000.00</b>   |
| <b>Debt Service on Bonds</b>       | <b>00.00</b>        |
| <b>Bond Redemption</b>             | <b>00.00</b>        |
| <b>Total Disbursements</b>         | <b>\$603,420.00</b> |

3. The amount of any pledge of revenues, including principal and interest on any outstanding tax increment financing indebtedness: **\$2,000,000**
4. The base assessed value of the development or redevelopment project or the development or redevelopment district, as appropriate: **Class II Property - \$50,500; Class IV Property - \$78,258; Total appraised value - \$121,000. (The properties in the TIF project have been consolidated into one lot. They are Class IV Property.)**
5. Assessed value for the current tax year of the development or redevelopment project property or of the taxable property having a tax situs in the development or redevelopment district, as appropriate: **\$1,458,780**
6. Assessed value added to base assessed value of the development or redevelopment project or the taxable property having a tax situs in the development or redevelopment district, as the case may be: **\$1,282,800**
7. Payments made in lieu of taxes received and expended: **\$24,566.39**

**The assets are held privately, therefore no payments have been made and Castle Ventures, LLC continues to pay property taxes to Wood County, WV.**



8. Reports on contracts made incidental to the implementation and furtherance of a development or redevelopment plan or project. **Not applicable.**
9. Copy of any development or redevelopment plans, which shall include the required findings and cost-benefit analysis. **Previously submitted to the WV Development Office.**
10. The Cost of any property Acquired, disposed of, rehabilitated, reconstructed, repaired or remodeled: **The Developer acquired property from the City of Parkersburg at a cost of \$65,386.19. The Developer acquired additional property adjacent to the site from a private landowner to expand the project. The closing on the property was in October 2006 at a cost of \$13,855.**
11. Number of parcels of land acquired by or through initiation of eminent domain proceedings: **1**
12. The number and types of jobs projected by the project developer to be created, if any, and the estimated annualized wages and benefits paid or to be paid to person filling those jobs:

**The estimated number of jobs to be created was 10. These positions were to include clerical, maintenance, sales and marketing. The estimated annualized wages and benefits on an annual basis is \$450,000.**

**During construction of this project, the developer hired an architectural firm as well as an Engineering firm to prepare the plans and construction drawings. A construction company was hired as a project manager. The estimated labor cost associated with the planning and construction of this project is over \$5,000,000.**

13. The number, type and duration of the jobs created, if any, and the annualized wages and benefits paid:

**Castle Ventures, LLC has a property manager and maintenance technician on staff for the Avery Court Apartments. Their combined annualized wage, including wage and benefits, is approximately \$50,000. In addition, the company has contracts with local landscape, cleaning, appliance and pest management companies for general maintenance and upkeep.**

14. The amount of disbursements from the tax increment financing fund during the most recently completed fiscal year, in the aggregate and in such detail as the executive director of the development office may require.

|                                    |                     |
|------------------------------------|---------------------|
| <b>Developer Reimbursement</b>     | <b>\$ 24,566.39</b> |
| <b>Cost of Bond Issuance</b>       | <b>00.00</b>        |
| <b>Administrative Expense Fund</b> | <b>00.00</b>        |

|                       |              |
|-----------------------|--------------|
| Capitalized Interest  | 00.00        |
| Debt Service on Bonds | 00.00        |
| Bond Redemption       | <u>00.00</u> |
| Total Disbursements   | \$ 24,566.39 |

Since 2009, the developer has been reimbursed a total of \$74,593.13 for the project. Below is a schedule for the previous reporting periods. Please note the reimbursements for Tax Year 2012/2013 and 2013/2014 and update your records accordingly. Reports for these two years were not correct with respect to the developer's reimbursement.

| Tax Year Assessed | Tax Year Paid Over | Calendar Date Received | Amount       | Accumulated Total Tax |
|-------------------|--------------------|------------------------|--------------|-----------------------|
| 2009/2010         | 2010/2011          | 03/17/2011             | \$ 1,221.26  | \$ 1,221.26           |
| 2009/2010         | 2011/2012          | 07/18/2011             | \$ 1,704.30  | \$ 2,925.56           |
| 2010/2011         | 2012/2013          | 07/18/2012             | \$ 7,128.22  | \$ 10,053.78          |
| 2011/2012         | 2012/2013          | 06/06/2013             | \$ 17,577.24 | \$ 27,631.02          |
| 2012/2013         | 2013/2014          | 05/16/2014             | \$ 22,395.72 | \$ 50,026.74          |
| 2013/2014         | 2014/2015          | 05/05/2015             | \$ 24,566.39 | \$ 74,593.13          |

15. An Annual statement showing payments made in lieu of taxes received and expended during the fiscal year: **Not applicable.**
16. The status of the development or redevelopment plan and projects therein:  
  

**The Avery Court Project is now complete. The TIF portion of the project was completed in the summer of 2008. A total of 68 (one, two and three bedroom) units were built. Construction on the other (non-TIF) portion of the site was completed in 2012, creating an additional 12 units. A total of 80 units have been developed within walking distance of the central business district, 90 percent of which are occupied at the present time.**
17. The amount of outstanding tax increment financing obligations: **\$2,000,000.**
18. Any additional information the County Commission or the Municipality preparing this report deems necessary or that the executive director of the development office may by procedural rule require. **None at this time.**
19. The Annual TIF Report for the Avery Court Redevelopment Project is made available to the public in the City Clerk's Office and the City's website every year prior to the public hearing. A legal ad will be published in the in the local

newspaper about the report on April 22, 2016 and a public hearing will be held on May 24, 2016.

20. Affidavit of publication for annual statement required to be published by county or municipality prior to October 1 of each year. [NOTE: Only required for each development or redevelopment project for which tax increment financing obligations have been issued. **No tax increment financing obligations have been issued.**
21. Annual Statement to be published in a qualified newspaper, to include:
  - (a) A summary of receipts and disbursements, by major category, of moneys in the tax increment financing fund during that fiscal year;
  - (b) A summary of the status of the development or redevelopment plan and each project therein;
  - (c) The amount of tax increment financing principal outstanding as of the close of the fiscal year; and
  - (d) Any additional information the county commission or municipality deems necessary or appropriate to publish.
22. Name, address, phone number and primary line of business of any business that relocates to the development or redevelopment district during the immediately preceding fiscal year of the state. **No new businesses have moved into the immediate vicinity of the Avery Court Redevelopment Project.**

**WEST VIRGINIA  
TAX INCREMENT FINANCING**

**ANNUAL REPORT OF  
STATUS OF PROJECT PLAN(S) AND PROJECTS(S)**

**Date of Report: April 19, 2016**

**SECTION I. COVER SHEET**

1. Name of County or Municipality which established District: **City of Parkersburg**

2. Contact Person/Title: **Rickie Yeager, Development Director**

3. Address:

**#1 Government Square  
P.O. Box 1627  
Parkersburg, WV 26102**

4. Telephone Number:

**Phone: (304) 424-8415  
Fax Number: (304) 424-8464  
Email Address: rickie.yeager@parkersburgwv.gov**

5. Name of development or redevelopment district:

**Avery Court Redevelopment, District #3**

6. Name of development or redevelopment project(s):

**Avery Court Redevelopment Project #1**

7. Name of Developer or Agency: **The Phoenix Group, LLC**

8. Contact Person/Title: **Michael L. Castle, Jr., President**

9. Address:

**1117 University Avenue  
Morgantown, WV 26505**

10. Phone:

**Office: (304) 284-0123  
Fax Number: (304) 288-0124  
Email: castle@phoenixgroupwv.com**

RESOLUTION APPOINTING POLICE  
CHIEF TO THE MID OHIO VALLBY BOARD  
OF HEALTH

WHEREAS, a vacancy exists on the Board of the Mid Ohio Valley Board of Health due to the resignation of Ms. Deanna Lewis; and

WHEREAS, said Board is requesting a member from the law enforcement community; and

WHEREAS, City of Parkersburg Police Chief, Joe Martin, desires to fill this vacancy for the unexpired term which will end June 30, 2019;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that Police Chief, Joe Martin, be approved as a member of the Board for a term to expire June 30, 2019.

Sponsored by Councilmen Rockhold, Lynch, Wilcox, Coram, and Reed.

RESOLUTION APPOINTING MEMBERS TO THE  
WASHINGTON AVENUE ARCHITECTURAL REVIEW BOARD

WHEREAS, a vacancy has occurred on the Board for the Washington Avenue Architectural Review board due to the vacancy of Debra Conner; and

WHEREAS, Mayor Jimmy Colombo is respectfully requesting confirmation for the following appointment and re-appointment; and


WHEREAS, Mr. Matthew Shea, 1424 Washington Avenue, Parkersburg, WV has agreed to serve on this Board.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that Mr. Shea be approved to serve an unexpired term which will end February 14, 2017; and

BE IT FURTHER RESOLVED that Ms. Betty Modie, 1900 Washington Avenue, be approved to serve on this Board another term which will expire February 14, 2018.

(Mayor's appointment, required Council's confirmation)

**RESOLUTION**



BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that commencing by the end of the first quarter of the fiscal year 2016-2017 and continuing each successive month thereafter that the City post on its website its Revenue and Expenditure Report for the preceding month so that the City's residents may be more readily and thoroughly informed of the City's current finances.

Sponsored by Councilmen: Coram, Carpenter

# RESOLUTION TO CREATE A GREEN INITIATIVES ADVISORY COMMITTEE TO THE CITY OF PARKERSBURG

**WHEREAS**, the City of Parkersburg, West Virginia could benefit economically, demographically, environmentally, and in terms of public health from a more “green” infrastructure and community; and

**WHEREAS**, the Mayor and City Council of Parkersburg have completed a five-year capital improvement plan that contains a line item entitled “green infrastructure initiative”; and

**WHEREAS**, municipalities like the City of Parkersburg offer opportunities for direct citizen engagement at a level not as available when engaging with state and national government; and

**WHEREAS**, numerous citizens of the City of Parkersburg have expressed interest in participating on a committee to advise the city government pertaining to green initiatives

**NOW THEREFORE BE IT RESOLVED** that the Mayor and City Council of Parkersburg establishes a committee consisting of no fewer than 5 and no more than 11 members. The members shall be nominated by the Mayor and confirmed by Council for terms of three years each, except that the members of the first Advisory Committee shall be appointed to terms of one, two and three years. Vacancies shall be filled by appointment in the same manner for the unexpired term only. Members of the Board shall serve without compensation; and

The committee shall report to the Mayor and City Council on proposals for changes to community infrastructure and development such as, but not limited to, improving energy efficiency of city-owned buildings, creating greener spaces on and beautifying city-owned property, encouraging and investing in agricultural initiatives city-wide, and expanding upon recycling and composting initiatives; and

The committee shall work with other elected and appointed municipal officials on the implementation of such proposals as may receive the approval of the Mayor and, as necessary, City Council. The committee shall establish meeting guidelines, rules, and procedures conducive to committee goals and desired initiatives.