


NOTES

TO: Honorable Mayor and City Council Members

FROM: Barbara Lipscomb, City Manager 

DATE: August 7, 2013

SUBJECT: Materials for Your Information

Please find attached the following material for your information:

1. A memo from Kevin Mulligan, Public Works Director, regarding a Resolution for the Town Creek Culvert State Revolving Fund loan application, to be addressed at the **August 8, 2013, City Council meeting**
2. A memo from Chris Padgett, Assistant City Manager, regarding the façade improvement grant program funding
3. A memo from Merrill Flood, Community Development Director, providing a list of structures approved for conversion to 4 bedrooms within the UNRI overlay district
4. A memo from Dave Holec, City Attorney, regarding Redevelopment Commission member disclosure
5. A memo from Carl Rees, Economic Development Manager, providing an update on Operation ReEntry Workforce Training
6. A memo from Les Everett, Chief Building Inspector, regarding permits issued in July for new residential and commercial construction
7. A report from the Inspections Division for July
8. A memo from Chris Padgett, Assistant City Manager, regarding special event permits recently issued

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Attachments

cc: Dave Holec, City Attorney
Carol Barwick, City Clerk

MEMORANDUM

TO: Barbara Lipscomb, City Manager

FROM: Kevin Mulligan, PE, Director of Public Works

DATE: August 7, 2013

SUBJECT: Resolution for Town Creek Culvert State Revolving Fund Loan Application

Public Works received five proposals on June 25, 2013 as a result of a Request for Qualifications for the design of Town Creek Culvert. After review, three firms were short listed and scheduled for interviews/presentations. As part of the presentations by these firms, potential funding options were discussed. The City's selected consultant (to be recommended for award at the September Council meeting) has identified the North Carolina State Revolving Fund – grant/loan program as a potential funding source. The City would not qualify for a grant but could qualify for a 0% interest loan for up to \$2,000,000. The \$2 million loan would be used towards the cost of the overall project – expected to be approximately \$7 – 10 Million.

This will not fund the entire project but could reduce the amount of the revenue bond required to construct the project. The application for this program is time sensitive with a deadline of August 30, 2013.

The SRF loan application requires an approved resolution by City Council for the Mayor's signature. The resolution is attached for your review. In order to submit the application, the resolution will need to go in front of Council at the August 8th meeting (this Thursday).

cc: Dave Holec, City Attorney
Scott P.M. Godefroy, PE, City Engineer
Lisa Kirby, PE, Senior Engineer
Kinsey Holton, PE, Civil Engineer II

**RESOLUTION NO. -
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENVILLE
AUTHORIZING THE FILING OF AN APPLICATION WITH THE STATE OF NORTH
CAROLINA FOR A LOAN FOR THE CITY OF GREENVILLE TOWN CREEK
CULVERT AND BMP RETROFIT PROJECT**

WHEREAS, the Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of stormwater treatments;

WHEREAS, the City of Greenville has need for and intends to construct a stormwater treatment project described as the City of Greenville Town Creek Culvert and BMP Retrofit Project, and

WHEREAS, the City of Greenville intends to request State of North Carolina loan assistance for the City of Greenville Town Creek Culvert and BMP Retrofit Project;

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Greenville as follows:

- 1) The filing of an application on behalf of the City of Greenville with the State of North Carolina for a loan to aid in the construction of the City of Greenville Town Creek Culvert and BMP Retrofit Project be and is hereby approved.
- 2) The City of Greenville will arrange financing for all remaining costs of the City of Greenville Town Creek Culvert and BMP Retrofit Project, if approved for a State loan award.
- 3) The City of Greenville will adopt and place into effect on or before completion of the City of Greenville Town Creek Culvert and BMP Retrofit Project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the City of Greenville Town Creek Culvert and BMP Retrofit Project and the repayment of all principal and interest on the debt.
- 4) The City Council of the City of Greenville agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Greenville to make scheduled repayment of the loan, to withhold from the City of Greenville any State funds that would otherwise be distributed to the City of Greenville in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.
- 5) The City of Greenville will provide for efficient operation and maintenance of the City of Greenville Town Creek Culvert and BMP Retrofit Project on completion of construction thereof.

- 6) Barbara Lipscomb, City Manager of the City of Greenville, and successors so titled, is hereby designated as the Authorized Official and is hereby authorized to execute and file an application on behalf of the City of Greenville with the State of North Carolina for a loan to aid in the construction of the City of Greenville Town Creek Culvert and BMP Retrofit Project.
- 7) Barbara Lipscomb, City Manager of the City of Greenville, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the City of Greenville Town Creek Culvert and BMP Retrofit Project, to make the assurances as contained above, and to execute such other documents as may be required in connection with the application.
- 8) The City of Greenville has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the City of Greenville Town Creek Culvert and BMP Retrofit Project and to Federal and State grants and loans pertaining thereto.

This the 8th day of August, 2013.

Allen M. Thomas, Mayor

ATTEST:

Carol L. Barwick, City Clerk

MEMORANDUM

TO: Barbara Lipscomb, City Manager

FROM: Chris Padgett, Assistant City Manager *C.P.*

DATE: August 7, 2013

SUBJECT: Façade Improvement Grant Program Funding

Historic Preservation Commission Chair, Ryan Webb, provided a very entertaining and informative presentation on the importance and benefits of historic preservation and the Commission's activities over the past year during the August 5, 2013, City Council meeting. One specific comment made by Mr. Webb, however, could be easily misunderstood and, as such, requires additional explanation.

Mr. Webb expressed the importance of the City's Façade Improvement Grant Program and indicated that the program was not funded in the most recent budget. The program is funded in the current budget as \$56,008 was carried forward as unspent funds from the previous year. No additional funds were provided because the grant program expended less than \$27,000 over the past two years combined and the funding provided exceeded anticipated need.

As a reminder, the Façade Improvement Grant Program provides a dollar for dollar reimbursement, up to a maximum \$5,000 grant per eligible façade, for façade improvements on structures located in the City's uptown commercial area. Additional information related to this program is available on page 52 of the historic preservation brochure that was provided to City Council at their August 5, 2013, meeting.

Please feel free to contact me with questions related to this matter.

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cc: Dave Holec, City Attorney
Carol Barwick, City Clerk

COMMUNITY DEVELOPMENT

MEMO

DEPARTMENT

TO: Barbara Lipscomb, City Manager

FROM: Merrill Flood, Director Community Development Department *MF*

DATE: August 6, 2013

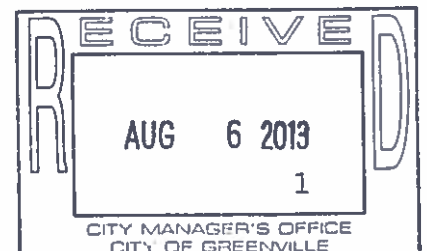
SUBJECT: List of structures approved for conversion to 4 bedrooms within the UNRI Overlay District

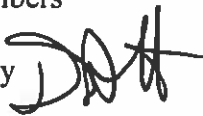
As requested, please find below, a list of structures approved for occupancy by 4 persons within the UNRI district. This list is current as of August 1, 2013.

Residences Approved for Four Unrelated Occupancy in the UNRI Overlay District

1. 211 S. Library Street
2. 117 S. Harding Street
3. 213 Lewis Street
4. 113 N. Elm Street
5. 801 E. First Street
6. 401 S. Library Street

If I can provide additional information please contact me.



TO: Mayor and City Council Members
FROM: David A. Holec, City Attorney 
DATE: August 7, 2013
SUBJECT: Redevelopment Commission Member Disclosure

Attached is a disclosure from Angela Marshall which (1) discloses properties located in the West Greenville Certified Redevelopment Area and the Center City Redevelopment Area in which she owns or controls any interest, direct or indirect, (none) and (2) certifies that she has no interest in any contract for material or services to be furnished or used in connection with any redevelopment project. Ms. Marshall was appointed to the Redevelopment Commission by City Council at its June 13, 2013, meeting to fill the available position created by the resignation of Dana Cole. North Carolina General Statute 160A-511 provides that members of the Redevelopment Commission are required to disclose in writing the fact that they (1) own or control within the preceding two (2) years any interest, direct or indirect, in any property included or planned to be included in any redevelopment project, under the jurisdiction of the Commission; or (2) have an interest in any contract for material or services to be furnished or used in connection with any redevelopment project.

As required by statute, the disclosure will be provided to the Redevelopment Commission. The statute does not also require that the disclosure is to be provided to City Council at a meeting. However, the statute states that the disclosure is to be made to the Redevelopment Commission and the City Council. Because of this, a copy of the disclosure is being provided to City Council.

cc: Barbara Lipscomb, City Manager

attachment

**NORTH CAROLINA
PITT COUNTY**

DISCLOSURE

I, Angela Marshall , being a member of the Redevelopment Commission of Greenville, do hereby declare and certify to the Redevelopment Commission of Greenville and the City Council of the City of Greenville, in accordance with the provisions of North Carolina General Statute 160A-511, that the following is a complete and accurate listing of the property that I own or control any interest, direct or indirect, as of the date of this disclosure or within the preceding two (2) years, which is located within the West Greenville Certified Redevelopment Area or the Center City Revitalization Area:

West Greenville Certified Redevelopment Area

None

Center City Revitalization Area

None

Further, I do hereby declare and certify to the Redevelopment Commission of Greenville and the City Council of the City of Greenville that I have no interest, direct or indirect, in any contract or proposed contract for materials or services to be furnished or used by the Redevelopment Commission of Greenville or in any contract with a redeveloper or prospective redeveloper relating, directly or indirectly, to any redevelopment project.

This the 16 day of August, 2013.


Angela Marshall



MEMO

To: Barbara Lipscomb, City Manager

From: Carl Rees, Economic Development Manager

Date: August 6, 2013

SUBJECT: Update on Operation ReEntry Workforce Training

As part of Operation ReEntry North Carolina, a robust collaboration between East Carolina University, Pitt Community College, and the City of Greenville, a new and valuable training course entitled **Tools for Advanced Manufacturing for Veterans** is being piloted from July 29 through August 9. A total of sixteen veterans are participating in the two-week course which will address the needs of the veterans entering civilian life as well as those of local manufacturers seeking technically-skilled, leadership-oriented employees for advanced manufacturing environments.

For the participants, the course will

- Assess preparation for current jobs requirements through the ACT WorkKeys Program;
- Help transfer technical expertise, leadership and other soft skills to manufacturing settings;
- Provide hands-on opportunities to explore equipment and techniques used in local industry;
- Deliver lean, safety and innovation training valued in today's workplace; and
- Introduce key local industry leaders.

Participants may earn three national credentials: National Career Readiness Certificate; Lean/6 Sigma white belt from ECU; and an OSHA 30 card from OSHA. Classes will be held at Pitt Community College, ECU, Greenville City Hall and at DSM.

Throughout the program, veterans determine their preparedness for civilian job requirements through use of the ACT WorkKeys Assessments. They have full access to an on-line class that offers both soft skill and core skill development, and also to community college counselors to help explore options for furthering skill development or formal education. The program will measure its success by the veterans' obtaining national credentials, engaging with local manufacturing firms or advancing toward

further education. Further, employee and employer satisfaction will be assessed.

Local companies will host classes, sponsor lunches, and conduct "speed interviews" to introduce companies and prospective workers. The City of Greenville is providing training space, financial support and recreation passes for the veterans and their families.


As a workforce development initiative within Operation Reentry North Carolina, the veterans' registration costs are supported by ECU's Champions of Freedom Fund. Current participating local advanced manufacturing firms include ASMO-NA, Attends Healthcare Products, DSM, Mestek, Inc., NAACO Materials Handling Group, and PCS Phosphate.

Please do not hesitate to contact me should you have any questions or require additional information.

cc: Chris Padgett, Assistant City Manager
Merrill Flood, Community Development Director

Memorandum

To: Barbara Lipscomb, City Manager

From: Les Everett, Chief Building Inspector 

Date: August 7, 2013

Subject: New Building Permit Report

The following is a list of Building Permits issued for NEW Residential and Commercial construction during the month of July, 2013.

Builder	Address	Type	Cost
West Co., Inc., P.	1033 Wh Smith Bv	Commercial/business (new)	436,527
West Co., Inc., P.	4695 North Creek Dr	Commercial/business (new)	278,796
Aldridge & Southerland Bldrs	3909 Nantucket Rd A	Duplex Townhome	165,000
Aldridge & Southerland Bldrs	3909 Nantucket Rd B	Duplex Townhome	0
Elks, A Construction	3512 Ellsworth Dr A	Duplex Townhome	145,000
Elks, A Construction	3512 Ellsworth Dr B	Duplex Townhome	0
Elks, A Construction	1928 Leighton Dr A	Duplex Townhome	144,500
Elks, A Construction	1928 Leighton Dr B	Duplex Townhome	0
1st Priority Construction Llc	1004 Spring Forest Rd A	Duplex	145,000
1st Priority Construction Llc	1004 Spring Forest Rd B	Duplex	0
Caviness & Cates Bldg &	1204 Presidio Ln	Single Family Residential (new)	108,200
Caviness & Cates Bldg &	4605 Southlea Dr	Single Family Residential (new)	204,200
Clark, Bill Homes Of	309 Mary Lee Ct	Single Family Residential (new)	145,750
Clark, Bill Homes Of	505 Plymouth Dr	Single Family Residential (new)	87,000
Clark, Bill Homes Of	509 Plymouth Dr	Single Family Residential (new)	89,700
Clark, Bill Homes Of	3452 Rounding Bend Rd	Single Family Residential (new)	210,100
Clark, Bill Homes Of	4013 Randy Ln	Single Family Residential (new)	157,300
Clark, Bill Homes Of	513 Plymouth Dr	Single Family Residential (new)	90,200
Clark, Bill Homes Of	2609 Rhinestone Dr	Single Family Residential (new)	89,700
Clark, Bill Homes Of	2605 Rhinestone Dr	Single Family Residential (new)	76,800
Clark, Bill Homes Of	2613 Rhinestone Dr	Single Family Residential (new)	87,000
Clark, Bill Homes Of	2617 Rhinestone Dr	Single Family Residential (new)	90,200
Clark, Bill Homes Of	704 Emerald Park Dr	Single Family Residential (new)	111,500
Clark, Bill Homes Of	705 Emerald Park Dr	Single Family Residential (new)	96,050
Edmonson Construction Company	3812 St Augustine Dr	Single Family Residential (new)	65,850
Edmonson Construction Company	3808 St Augustine Dr	Single Family Residential (new)	97,100
Edmonson Construction Company	3804 St Augustine Dr	Single Family Residential (new)	74,350
First Colony Construction Co	4000 Colony Woods Dr	Single Family Residential (new)	148,200
First Colony Construction Co	3525 Devereux Ln	Single Family Residential (new)	180,400
Havenwood, Inc	2112 Tulls Cove Rd	Single Family Residential (new)	130,000
Kingsmill Construction, Inc.	3124 Chesswood Ln	Single Family Residential (new)	73,750
Kuhn Construction, Inc.	1008 Ellery Dr	Single Family Residential (new)	80,000

Lindeau Properties, llc	2408 Carlow Pl	Single Family Residential (new)	141,050
Lindeau Properties, llc	2420 Bray Ct	Single Family Residential (new)	139,500
Taylor Blders. Of Eastern Car	1713 Sassafras Ct	Single Family Residential (new)	140,000
	Total		4,228,723

(Previous year and month comparison of new construction)

2013-2014July

Residence: 25 Permits 2,913,900
 Duplex T: 8 Permits 599,500
 (4 Bldgs/8 Units)
 Business: 2 Permits 715,323
 Total: 35 Permits 4,228,723

2012-2013July

Residence: 17 Permits 2,338,350
 Duplex T: 10 Permits 721,400
 (5 Bldgs/10 Units)
 Total: 27 Permits 3,059,750

F/Y Total: 35 Permits 4,228,723

F/Y Total: 27 Permits 3,059,750

Cc: Merrill Flood, Director of Community Development

Doc: 960126

The following is a monthly breakdown of activities of this Division as related to construction within our jurisdiction

	For Month	To Date
Building Permits	224	224
Mechanical Permits	171	171
Plumbing Permits	48	48
Electrical Permits	230	230
Total Permits	673	673
Building Inspections	428	428
Plumbing Inspections	253	253
Mech. Inspections	332	332
Elect. Inspections	375	375
Privilege License Inspections	10	10
Fire Inspections	1	1
Stop Work Orders	0	0
Condemnations	1	1
ABC Lic. Insp	6	6
Non- Residential Min. Code Insp.	0	0
Total Inspections	1406	1406
Commercial Plan Reviews	21	21
Residential Plan Reviews	45	45
Sign Plan Reviews	25	25
Site Plan Reviews	5	5
BOA Reviews	0	0
Turnover	\$ 60,456.66	\$ 60,456.66

Les Everett
Chief Building Inspector

cc: Merrill Flood, Director of Community Development

Memorandum

To: Honorable Mayor and City Council Members
From: Chris Padgett, Assistant City Manager *C.M.P.*
Date: August 7, 2013
Subject: Notice of Special Event Permits Approved

The following special event applications were approved by the Greenville Police Department. If you have any questions about this report, contact me or Chief Aden.

Type of Event	Event Date	Event Location	Event Organizer/ Sponsoring Agency	Law Enforcement Required
Motorcycle ride (parade permit)	8/4/2013	Hometown Harley Davidson	The Motorcycle Community	Yes
National Night Out Event (amplified sound)	8/6/2013	Five Points Plaza	Uptown Greenville	No
National Night Out Event (amplified sound)	8/6/2013	Cedar Creek Road	Rownetree Woods Apartments	No
National Night Out Event (amplified sound)	8/6/2013	S. Memorial Drive	Divine Anointing Church Int.	No
National Night Out Event (amplified sound)	8/6/2013	Cheyenne Court	Kristen Drive Neighborhood	No
National Night Out Event (amplified sound)	8/6/2013	3 rd Street School	3 rd Street School	No
National Night Out Event (street closing and amplified sound)	8/6/2013	Shadowood Court	Summerhaven Neighborhood	No
National Night Out Event (street closing and amplified sound)	8/6/2013	Common Area – Sterling Point Drive	Sterling Point Neighborhood	No
National Night Out Event (street closing)	8/6/2013	B/w West Pointe and Grovemont Drive	West Pointe Neighborhood	No
Religious Celebration (amplified sound)	8/8/2013	Jaycee Park	Islamic Center	No
Block Party (street closing and amplified sound)	8/24/2013	100 Block of Shiloh Drive	Pentecostals of Greenville Church	No
“Pulling for Pink” Fire Truck Pull (street closing)	9/15/2013	W/ 5 th Street b/w Pitt and Greene Streets	Greenville Fire/Rescue	No

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cc: Dave Holec, City Attorney
 Carol Barwick, City Clerk