

**Redevelopment Commission
Meeting Minutes
Tuesday, August 2, 2016
Greenville, North Carolina
Conference Room 337 – Meeting not televised**

Present:

- | | | |
|---|---|---|
| <input type="checkbox"/> Angela Marshall | <input type="checkbox"/> Tracie Gardner | <input checked="" type="checkbox"/> Sharif Hatoum |
| <input checked="" type="checkbox"/> Jeremy King | <input checked="" type="checkbox"/> Patricia Dunn | |
| <input checked="" type="checkbox"/> Judy Siguaw | <input type="checkbox"/> Richard Patterson | |

Absent:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Angela Marshall | <input checked="" type="checkbox"/> Tracie Gardner | <input type="checkbox"/> Sharif Hatoum |
| <input type="checkbox"/> Jeremy King | <input type="checkbox"/> Patricia Dunn | |
| <input type="checkbox"/> Judy Siguaw | <input checked="" type="checkbox"/> Richard Patterson | |

Staff:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Merrill Flood | <input type="checkbox"/> Christian Lockamy |
| <input type="checkbox"/> McClean Godley (City Council Liaison) | <input checked="" type="checkbox"/> Betty Moseley |
| <input type="checkbox"/> Roger Johnson | <input checked="" type="checkbox"/> David Holec |
| <input checked="" type="checkbox"/> Tom Wisemiller | <input checked="" type="checkbox"/> Ben Griffith |
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I. Welcome

II. Roll Call

III. Approval of Minutes – June 7, 2016

Ms. Dunn stated that on page 5, the reference to parking spaces states 1.7, should that be 0.7.

Mr. Flood replied that it should read 0.7.

Motion was made by Ms. Siguaw and seconded by Mr. Hatoum to approve the amended June 7, 2016 meeting minutes. Motion carried unanimously.

IV. Consideration of Small Business Plan Competition Grant Applications

Ms. Siguaw stated that the Small Business Plan Competition received 10 Qualifying applications. Several had issues with the financial data. Seven were in the Center City designation and three were in West Greenville.

The SBP committee recommends Melt, Inc. for West Greenville and Blackbeard Coffee for Center City. They recommended \$15,000 each.

Mr. Wisemiller stated that usually two businesses are recommended for each designation. This fiscal year, only \$40,000 was approved for funding.

Staff recommends that the Redevelopment Commission make awards in conformance with the program guidelines.

Motion by the Small Business Plan Committee and seconded by Mr. King to approve \$15,000 for Melt, Inc. for West Greenville and \$15,000 for Blackbeard Coffee for Center City. Motion carried unanimously.

V. Update on Uptown Theatre Remediation and Building Stabilization Project

Mr. Wisemiller stated that in February the PWD selected IMEC Group, LLC as the low bidder after completing all necessary reviews. Remediation work began in April. The demolition and roof repair has been completed. Environmental remediation is mostly completed. There have been two change orders for ceiling removal. Once work on the roof began, IMEC found additional deterioration of structural elements.

The project budget was initially \$290,000. \$125,000 of the budget is a sub-grant from the Revolving Loan Fund. \$165,000 is from Center City bond funds.

Based strictly on the bid for the known work items (\$168,200), we originally anticipated that approximately \$80,000 in Center City Bond funds would still be available after remediation and stabilization. RDC approved the staff request to apply \$12,500 in Center City bond funds toward the Merchant's Parking Lot Study. Any additional Center City bond funds could go for lot final design and construction improvements.

Change order #1 was \$34,994.50 and was all Brownfields eligible to remove interior ceiling. Change order #2 was \$24,920.50 for additional abatement required as a result of the ceiling removal. The Brownfields eligible expenses exceeded \$125,000, therefore we are looking to amend (increase) RLF sub-grant award.

Mr. King asked how much was the Brownfields work to date.

Mr. Wisemiller replied that the total was around \$160,000. The Contractor identified additional deterioration of structural elements. This work is not brownfields eligible. Scope and magnitude of work has not yet been determined. Change orders 1 and 2 are Brownfields eligible. Change order 3 will not be Brownfields eligible. There is a possibility that there will be no remainder funds. RDC can ask for more brownfields funding. Overall, the project is still under budget, just not as much under budget as originally planned.

Original Project Budget = 290,000	
Sources	
RLF sub-grant	\$125,000
RLF sub-grant (amendment)	\$25,000
CC Bond	\$165,000
	<hr/>
	\$315,000
Expenses	
Project bid items	\$168,200
Change order #1	\$24,921
Change order #2	\$34,995
Merchant's Lot Parking Study	\$12,500
	<hr/>
	\$240,615
Total	<hr/>
	\$74,385

VI. Update of Merchants Parking Lot

Mr. Wisemiller stated that part of the letter of intent included doing a parking lot study. Staff has contracted with the East Group for \$13,000, with \$12,500 coming from RDC. The Merchants Parking Lot will accommodate the Uptown Theatre's operational functions (tour buses, trucks).

Ms. Dunn asked how many cars the lot would accommodate.

Mr. Flood replied about 20 spaces. 12 of these are available for lease.

Mr. King asked if the leased spaces were for the merchants and what are the lease terms.

Mr. Flood replied yes, they are for the merchants and the terms are \$48 annually.

Mr. Wisemiller continued the update. Goals of the study are to upgrade the sanitation/utility infrastructure and evaluate parking options as part of Uptown-wide parking plans. We also plan to make the lot more attractive, while supporting and complementing the adjacent business uses. This will build on existing improvements to the Merchant's Alleyway.

East Group facilitated four stakeholder meetings in June. These meetings were very well attended. The Merchant's Lot should be service-oriented first and foremost; however, make it attractive and possibly accommodate "flex" public space. The East Group presented two preliminary concepts last week to the project management team. They are currently refining those concepts based on input from the public meetings.

Concurrently, the City must move forward on plans to accommodate trailer/bus access for the Uptown Theatre. Staff would like to proceed immediately with "basic package" improvements. The RDC/City can consider implementing "premium package"

improvements as recommended by East Group in the future. Staff might request that RDC contribute funds left over from the theatre remediation toward some of these improvements “premium package” improvements.

Mr. Flood stated that first thing will be solving the immediate need of parking for the merchants. The Merchants Lot will be for buses only. We will start with small upgrades, and continue to seek money for modifications. A future study may provide public spaces.

Mr. Hatoum asked if the public parking spaces would be eliminated.

Mr. Flood replied yes, there would have to be towing of vehicles for buses. That would not send a good message. There also could be an area to accommodate the delivery services.

Mr. King asked what was taking place with the refuse collections.

Mr. Flood replied that some of the merchants were getting together to consolidate providers. Each merchant had a different provider, which caused a lot of the problem. We are still studying that situation to find a cost effective method of handling it.

Mr. King stated that Merchants ally was the first beatification project and was well received by the community.

VII. Consideration of Resolution Authorizing the Sale of Uptown Theatre Property

Mr. Holec gave a brief background of the Uptown Theatre project.

2008: RDC purchased the theatre property for \$281,000

2010: RDC authorized architectural study, reuse theatre as a multi-use performing arts venue

2013 RDC work plan explored a public/private partnership approach. A survey showed a strong market for Uptown performance venue

2013 Request for Interest (RFI)

2014: CommunitySmith/Lincoln Theater proposal

2/2/2016: RDC approved the Letter of Intent (LOI) between RDC and Community Smith, LLC. LOI states the following items will take place:

- CommunitySmith will renovate the theater to create a live performance venue
- CommunitySmith will spend a minimum of \$1,000,000 in private funds on renovation
- City/RDC will contribute about \$300,000 toward building stabilization and parking lot improvements
- RDC will recommend and sponsor Landmark designation
- CommunitySmith will purchase for \$20,000, but with restrictions

4/2016–now: building remediation & stabilization project

The next steps are to authorize sale of the property using negotiated offer, advertisement, upset bid method, in furtherance of a community redevelopment goal:

- RDC Secretary publishes a notice of offer in the amount of \$20,000.00 and request for upset bids
- Within ten (10) days of notice, any person may raise bid by not less than 10 percent of the first \$1,000 and five percent of the remainder
- Bidder deposits five percent of the increased bid (cash, cashier's check, or certified check)
- Once a qualifying higher bid has been received, it becomes the new offer
- Procedure repeated until no further qualifying upset bids are received, at which time RDC may accept the offer and sell the property to the highest bidder or decline to sell it altogether

Conveyance of the property is subject to covenants, conditions, and restrictions. The existing theatre structure must be preserved while construction improvements and renovations are made to the building. Upon completion of renovations, primary use of the property will be as a Live Performance Theater, as defined by 9-4-86(RR) of Greenville City Code. The Purchaser must spend a minimum of \$1,000,000.00 in private funds to renovate the State Theater so that it will be able to receive a certificate of occupancy for its use as a Live Performance Theatre.

For upset bids to be considered qualifying bids by the RDC, bidder must provide information sufficient to demonstrate, to the satisfaction of the RDC that the bidder will comply with the covenants, conditions, and restrictions as outlined above.

Mr. King stated that another provision was that all the work would be completed by 2018. RDC has requested and the City added new city code for this project. This has been a capital investment with over \$600,000 in project.

Mr. King asked if they were still interested in Landmark designation.

Mr. Flood replied that they were still interested in landmark designation.

Mr. King asked how soon after we convey the property will they try to get landmark designation.

Mr. Flood replied that it will be reviewed probably in the next couple months.

Motion was made by Ms. Siguaw and seconded by Mr. Hatoum to adopt the Resolution Authorizing the Sale of the Property by the negotiated offer, advertisement, and upset bid method. Motion carried unanimously.

VIII. Update on the Imperial Site Brownfields Cleanup Project

Mr. Wisemiller stated that a lot is going on with the Imperial Site. We have been using a \$400,000 Brownfields clean-up grant to remove contaminants and get the site ready.

Cardno/Dunklee & Dunham has been the managing consultant for this grant. They hired HEPACO to facilitate the onsite clean-up work using heavy equipment. The clean-up has included removal of several large fuel tanks, contaminated soil, and pipes. They found another underground storage tank which has added an extra cost. They also removed some residual fuel. The finishing touches are being finalized now. All funds need to be spent by September. The project is still under budget.

Mr. King asked when the no further action letter is expected.

Mr. Wisemiller replied at end of the year. The state will come out to do inspection.

IX. Public Comment Period

No comments were received.

X. Report from Secretary

a. Monthly Financial Report

Mr. Flood stated that there were no new expenses to report. He introduced the new Community Development Director Ben Griffith.

XI. Comments from Commission Members

No comments were received.

XII. Adjournment

Motion was made by Ms. Dunn and seconded by Mr. Hatoum to adjourn the RDC meeting at 6:30 pm. Motion carried unanimously.

Respectfully submitted,

Signature on file

Thomas G. Wisemiller,
The Economic Development Project Coordinator
City of Greenville Community Development Department