

GREENVILLE REDEVELOPMENT COMMISSION MINUTES

March 1, 2011
Greenville, NC

The Greenville Redevelopment Commission met on the above date for a meeting at 5:30 p.m. in the City Council Chambers of the City Hall Building located at 200 West Fifth Street.

COMMISSION MEMBERS PRESENT:

Evan Lewis	Don Mills	Terri Williams, Vice-Chair
Chris Mansfield	Robert Thompson, Chair	Mark Woodson

COMMISSION MEMBERS ABSENT:

Melissa Hill

STAFF MEMBERS PRESENT: Sandra Anderson, Senior Planner/Housing Administrator; Sandy Gale Edmundson, Secretary; Jonathan Edwards, Audio; Merrill Flood, Community Development Director; Niki Jones, Planner; and Carl Rees, Urban Development Planner

OTHERS PRESENT: Max R. Joyner, Jr., City Council Liaison and Deborah Moody, Director of Programs at the West Greenville Intergenerational Center

APPROVAL OF MINUTES OF FEBRUARY 1, 2011

Motion was made by Mr. Mark Woodson and seconded by Ms. Terri Williams to approve the February 1, 2011 minutes as amended. Motion carried unanimously.

PRESENTATION ON WEST GREENVILLE INTERGENERATIONAL CENTER

Mr. Rees: Ms. Deborah Moody, Director of Programs at the West Greenville Intergenerational Center, will give a presentation.

Ms. Moody: The West Greenville Intergenerational Center is a good investment for the City of Greenville, Pitt Community College, East Carolina University and especially for the community. The center is a safe place to go for education, a place to sit and to work on the computer. The center keeps kids off the street. A resume can be completed and job preparedness can occur. Productive citizens are created at the center. Staff will move and stand up to young people. If someone has to go to court, staff lets the person know that they do not like the actions, but that they do care about you. Quilters come every Monday from 10:00 a.m. until 1:00 p.m. Quilting is going from a hobby into a business. The After School Program has 131 students from grades 3, 4 and 5 graders. Hands on programs and enrichment programs are offered like gardening. The center

offers education on nutrition, health, exercise and music. Those who come to the center teach us. The center is opened from 8:00 a.m. until 9:00 p.m. to offer nurturing, love and fun. Students do better on end of grade testing. The center is struggling with funding and needs sustainable funding.

Mr. Mansfield: What are the plans in the future for the center? How about offering preschool classes?

Ms. Moody: To secure funding, the center may have to go to younger children.

Ms. Williams: How many people are on staff to work with the students?

Ms. Moody: Twelve staffers handle 131 students.

Mr. Woodson: What is on the center's wish list other than sustainable funding?

Ms. Moody: The center would like to go on a big trip before the school year ends. Run a program in the summer.

Mr. Thompson: How much money would be needed?

Ms. Moody: The trip would cost \$5,000.00. The summer program would cost \$140,000.00 to \$150,000.00 from June until a week prior to school starting.

The Commission thanked Ms. Moody for her presentation.

Ms. Moody thanked the Commission for inviting her to speak.

PRESENTATION ON 2011 – 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL ACTION PLAN

Mr. Rees: Ms. Sandra Anderson will give an informational presentation on the 2011 – 2012 Community Development Block Grant Annual Action Plan.

Ms. Anderson spoke to the Commission about the 2011-2012 Community Development Block Grant Annual Action Plan.

Top Priorities and Goals

- Owner Occupied Rehabilitation
- Homeownership
- Acquisition and Demolition of Substandard Units
- New Construction
- Conversion of Rental units to homeownership
- Development of Commercial Corridor

Streetscape
Eliminate lead-based paint hazards

Schedule/Citizen Participation

First public hearing
Nonprofit funding approval process/Affordable Housing Loan Committee (AHLC)
Community meeting
Redevelopment Commission review
Continuum of care review
Citizen comment period
Final public hearing/City Council approval
Send to Housing and Urban Development (HUD) for approval

Proposed Program Activities

<u>Activity</u>	<u>HOME Investment Partnership</u>	<u>CDBG</u>
Planning and Administration	57,500	177,500
Housing Rehabilitation	150,000	200,000
Relocation	0	5,000
Acquisition	0	35,000
Multifamily Rental Housing	250,000	0
Rental Rehabilitation	0	60,000
Clearance/Demolition	0	10,349
Community Housing Development Organizations (CHDO)	117,692	0
Public Facilities Improvement	0	75,000
Public Service	0	100,000
Economic Development	0	225,000
Program Income	<u>100,000</u>	<u>30,000</u>
Total	675,192	917,849

Ms. Anderson: If the Commission has any comments or suggestions, please contact me by April 11, 2011 at swanderson@greenvillenc.gov; P. O. Box 7207, Greenville, NC 27835-7207; or 252-329-4061. CDBG week is April 25 – 30, 2011.

April 27, 2011 – “Housing at Work”
April 28, 2011 – Tour of Projects
April 29, 2011 – Program and Reception, Jaycee Park

PUBLIC COMMENT PERIOD

There was no public comment.

UPDATE ON WEST GREENVILLE SMALL BUSINESS INCUBATOR

Mr. Rees: There has been recent progress on the Commission's small business incubator initiative. The mission statement of the West Greenville Small Business Incubator Model is to create an open, business-first small business incubator that will cultivate entrepreneurship, and promote economic development and community revitalization in West Greenville. After considering several sites, the West Fifth Street and Vance Streets site has emerged. The Minority Business Roundtable is taking an active advocacy role. The East Group has been hired through the City's annual CDBG allotment for a total contract fee of \$10,840.00 with estimated expenses to not exceed two percent (2%) of the total contract fee. In April/May, the East group will have cost estimates for construction of an incubator building.

Mr. Mills: How many small businesses will be there?

Mr. Rees: A functional building is needed to keep rents low. Staff will know more after working with the East Group.

UPDATE ON EVANS STREET DESIGN PROCUREMENT PROCESS

Mr. Rees: The next priority in the Streetscape Master Plan and part of the current year's work plan is Evans Street. The Commission has received substantial interest from design professionals through the request for proposals issues for the Evans Street Gateway Project. The key components include: coordination with the North Carolina Department of Transportation on the Tenth Street Connector; coordination with the East Carolina University's master plan; and coordination with the private development projects. The Evans Street Gateway Procurement process:

The Redevelopment Commission will issue a qualifications based "request for proposals."

Selection committee reviews and scores proposals.

A "short list" of firms is selected for interview based on scores.

Selection committee interviews and scores "short list" firms, then recommends top scoring firm to the Commission.

With Commission's approval, staff negotiates a contract with selected firm.

Nine (9) proposals received on February 18, 2011.

Review team currently reviewing proposals.

"Short list" firms scheduled for interview week of March 14th.

Commission will consider finalist on April 5, 2011.

Commission will award contract on May 3, 2011.

Mr. Rees: The selection committee consists of Mr. Evan Lewis, Mr. Robert Thompson and three staff members.

Mr. Mansfield: When is the product due?

Mr. Rees: The product is due in January 2012. The bidding will take several months. Construction will begin in spring with a six to eight month construction process.

Mr. Mansfield: What is the timeframe for Tenth Street and Evans Street?

Mr. Rees: The Evans Street project will be ahead of the Tenth Street Connector.

CONSIDERATION OF BID AWARD FOR COMPREHENSIVE WAYFINDING PROJECT

Mr. Rees: The Wayfinding Project will raise the City's visibility; direct citizens and visitors to and from key destinations; provide parking locator system and pedestrian system in Uptown; and install 162 total signs and remove 85 existing signs. Six bids were received. Brydgc & Lee, Incorporated of New Bern, North Carolina was the lowest bidder \$550,124.00. There was no up charge for installation of the Transpo brand footers. All of the requirements were met. The general contractor is not a sign fabricator, so the sign fabrication will be subcontracted. Staff recommends that the Redevelopment Commission award a bid for construction of the Comprehensive Wayfinding project to Brydgc and Lee, Inc. in the amount of \$550,124.64 plus a 5% project contingency for a total project cost of \$577,631.00.

Motion was made by Mr. Evan Lewis and seconded by Mr. Chris Mansfield to accept staff's recommendation. Motion carried unanimously.

REPORT FROM SECRETARY

Monthly Financial Report

Mr. Flood: The expenditure reports for West Greenville and the Center City have been submitted for review by the Commission.

Mr. Mansfield: Was the pirate bench subject to vandalism?

Mr. Rees: The mounting of the bench should have been sturdier.

Redevelopment Commission's Work Plan Session Date

Staff will poll members of the Commission as to the best date of the March 2011 work plan session.

COMMENTS FROM COMMISSION MEMBERS

Mr. Thompson: I have passed out a handout pertaining to the East Carolina University Master Plan meetings. There are four meetings scheduled and Commission members are being urged to attend. Mr. Robert Storck said he could not get information pertaining to the State Theatre, so I will send Mr. Storck letter with the information requested.

Mr. Mills: At the West Fifth Street Gateway ribbon cutting ceremony, I witnessed such a sense of pride. The Intergenerational Center is something going right in our community.

Mr. Mansfield: I echo both of Mr. Mills' comments. The West Street Gateway project is stunning at night with the lights.

Ms. Williams: The ribbon cutting was a spiritual experience with the message that the project sends.

ADJOURNMENT

Motion was made by Mr. Chris Mansfield and seconded by Mr. Don Mills to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Carl Rees, Urban Development Planner
The City of Greenville Community Development Department