

## **GREENVILLE REDEVELOPMENT COMMISSION MINUTES**

October 5, 2010  
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:**

Chris Mansfield      Robert Thompson, Chair  
Don Mills              Terri Williams, Vice-Chair

### **COMMISSION MEMBERS ABSENT:**

Melissa Hill              Evan Lewis              Dennis Mitchell

**STAFF MEMBERS PRESENT:** Sandra Anderson, Senior Planner; Wayne Bowers, City Manager; Sandy Gale Edmundson, Secretary; Jonathan Edwards, Audio; Merrill Flood, Director of Community Development; Denisha Harris, M/WBE Coordinator; Niki Jones, Planner; Lamarco Morrison, Parks Planner; and Carl Rees, Urban Development Planner

**OTHERS PRESENT:** Marvin Arrington, Owen Burney, Michael S. Cole, Brian O'Haver, Max R. Joyner, Jr., Council Liaison, Dolly Lucas, Russell Parker, Lola Thompson

### **NATHANIEL VILLAGE AWARD**

Mr. Thompson: The North Carolina Housing Finance Agency gave Nathaniel Village the Housing North Carolina Award for an affordable housing achievement for 2010.

### **APPROVAL OF MINUTES OF SEPTEMBER 7, 2010**

Motion was made by Mr. Don Mills and seconded by Ms. Terri Williams to approve the September 7, 2010 minutes. Motion carried unanimously.

### **PRESENTATION BY MINORITY BUSINESS ROUNDTABLE**

Mr. Rees: A presentation will be given by the Minority Business Roundtable to voice support for a Business Incubator.

Mr. Owen Burney, President of Burney and Burney Construction Company and Vice-President of the Minority Business Roundtable, said he is in support of a Business Incubator. The first five years for a business is the toughest. A Business Incubator will

teach the principles of running a business. The incubator will also help with taxes and utilities. Fifty to sixty businesses are a part of this group.

Mr. Russell Parker, owner of a pressure washing business, said a Business Incubator would help bring crime down by putting a number of people back to work. I have studied the Durham Incubator and it is doing well. An incubator in Greenville will do great.

Ms. Dolly Lucas, a maker of specialized candy for 3.5 years, said that the equipment she uses is specialized and expensive. An incubator would let her know what space and utilities would cost. A commercial kitchen could be shared and office equipment. I seek to employ. The incubator would benefit Pitt County as a whole, so please bring a Business Incubator to Pitt County.

Ms. Lola Thompson, owner of True Connections since the year 2000 has helped the economic stability in Pitt County. A Business Incubator will improve images, developmental skills and empower women to move to the next level. An incubator will empower others to have their own business.

Mr. Marvin Arrington, owner of a custom clothing business, said he has received a business grant from the City. My business is in the NAACP Building and I would like to transition to being more visibility in a stand-alone business. I hope to inspire others. An incubator would benefit the City and the community.

Mr. Burney summarized that a Business Incubator is a great idea, because it would create jobs and reduce crime. Businesses can use resources in incubator. Incubator would flourish by helping small business that others will draw from. Business will feed into the tax base. We see the need and we see the benefit.

Mr. Thompson: Are there any questions?

Mr. Mansfield: How big of facility is needed to get started?

Mr. Burney: A size can't be determined until the number of businesses is determined.

Mr. Thompson: Finding a facility has been difficult. Thank you for putting a face to this issue. Hearing examples of businesses help the community a great deal.

### **PRESENTATION ON TOWN COMMON MASTER PLAN:**

Mr. Lamarco Morrison, Parks Planner of Recreation and Parks, thanked the Redevelopment Commission and the Community Development Department for working on this project. Chris Mansfield and Terri Williams worked on the selection of the consultant, so I would like to thank them for a job well done. The reason a Town Common Master Plan has been completed is because of issues with the park. Goals

have been set to bring people to the park: maximize full potential of park; address park deficiencies; and address needs and desires of citizens and stakeholders. Michael S. Cole and Brian O’Haver of ColeJenest and Stone are present tonight to go over the Town Common Master Plan before the Commission.

Mr. Cole: This is the first step in the vision process. Provide parallel parking on both sides of First Street. Buildings will serve as bookends on each side of the park. Mr. O’Haver will present more detailed information.

Mr. O’Haver: Recommendations include:

1. Narrow First Street to provide better pedestrian access, visibility and connectivity to uptown.
2. Raise the topography adjacent to First Street to provide greater visibility of the park.
3. Recognize the former Sycamore Hill Baptist Church on the southwest corner of the site.
4. Create a memorial garden in a “ramble” or woodland walk.
5. Create the Evans Street Promenade – a major universally accessible walkway into the park and to the Tar River.
6. Plan for a civic building on the site that can house a cultural museum, art galleries, cafes and other small retail spaces. This building is also planned to contain event space that can be leased from the city for special events.
7. Relocate the amphitheater closer to the water to capture waterfront views and create more usable space in the middle of the park.
8. Create play areas for children.
9. Create retail spaces and rental areas for kayaks, bicycles and other revenue generators.
10. Create an educational center that will provide classes, lectures and other opportunities to engage the environment and the fine arts.
11. Renovate the boat ramp and fishing pier.
12. Renovate the esplanade along the bulkhead, providing a viewing platform and swings along the river’s edge.
13. Create garden spaces and various types of sitting areas including active and passive play areas.

Opportunities include:

1. Provide pedestrian access to River Park North utilizing the existing Greene Street bridge.
2. Incorporate a bell tower into the design of the civic building in recognition of the former Sycamore Hill Baptist Church.
3. Provide steps from the bulkhead overlook down to the river to provide a more physical and psychological connection to the river.

4. Remove a section of the bulkhead on the northeast edge of the water front to provide a sloped access down to the river next to the amphitheater.
5. Include parking behind the educational center building rather than relying on shared parking opportunities.

Mr. Thompson thanked the consultants for the presentation.

Mr. Mansfield: Is Recreation and Parks pleased with the product?

Mr. Morrison: Goals have been addressed, so we are satisfied with the plan

Mr. Mansfield: What about the cost?

Mr. O'Haver: On page 66 of the Town Common Master Plan document, the cost estimate was divided into fifteen different cost centers to assist in future phasing decisions for the park. As funding becomes available, the City will have the ability to quickly determine the probable costs for specific improvements and fit the proposed improvements to the available funds.

Mr. Mills: In the ramble area, would large trees be brought in?

Mr. O'Haver: Five to six inch caliper trees with saplings as well would be brought in.

Mr. Mansfield: Narrowing First Street is a good idea. Parking on both sides will be attractive to businesses.

Mr. Cole: Make the Town Common more pedestrian oriented instead of vehicle oriented.

Mr. Morrison: Wider sidewalks will be better for vendors.

Mr. Mansfield: Will there be electricity and water?

Mr. Cole: Yes.

Mr. Mansfield: What is the anticipation of security?

Mr. O'Haver: There will definitely be lighting installed for security.

Mr. Cole: The best security is activity.

Mr. O'Haver: Revenue earned will be used for park management.

Mr. Cole: The Town Common will be a regional amenity.

Ms. Williams: Were expenses for connecting to River Park North considered? How about expenses for a water taxi?

Mr. Cole: No.

Mr. Morrison: Water taxi maintenance is not included in the cost.

Mr. Mansfield: Have discussions taken place with Craig Goess for moving the amphitheatre?

Mr. Morrison: No discussions have taken place, but will consider donation of amphitheatre for naming rights.

Mr. O'Haver: The radio tower would have to be removed when moving the amphitheatre.

Mr. Thompson: Have East Carolina University (ECU) plans been considered?

Mr. O'Haver: Talk with ECU consultants have taken place with no plans being made yet by the University.

Ms. Williams: Will restrooms be on both side of the Town Common.

Mr. O'Haver: Yes.

Ms. Williams: Which areas will be done first?

Mr. Morrison: The three areas that would first spark businesses would be: streetscapes, the civic museum and children activity (spray ground).

Mr. Cole: The edge and entrance to the Town Common are huge. The civic museum will connect neighborhoods. Creating flat areas will make the park feel more connected.

Mr. Thompson: For the ultimate success of the Town Common, there needs to be businesses to enliven the area. Is there any public comment?

There was no public comment.

Mr. Morrison: Staff recommends adoption of the Town Common Master Plan.

Mr. Thompson: I would like for the Commission to postpone the adoption of the Town Common Master Plan until more Commission members are present.

Mr. Mills agreed as did Mansfield and Williams to postpone the Town Common Master Plan agenda item until November 2010.

## **PUBLIC COMMENT PERIOD**

There was no public comment.

## **CONSIDERATION OF RECOMMENDATION FOR DISPOSAL OF REAL PROPERTY**

Staff requested that the recommendation for disposal of real property be tabled until the November 2010 meeting.

Motion was made by Ms. Terri Williams and seconded by Mr. Don Mills to table the disposal of real property. Motion carried unanimously.

## **CONSIDERATION OF CONTRACT WITH DUNCAN PARKING TECHNOLOGIES, INCORPORATED**

Mr. Jones: Vendor selection process took place from March – July 2010 and included four (4) City departments. Three (3) vendors responded with Duncan Solutions being selected. On May 13 and August 10, 2010, visits were made to Raleigh to view their system. Pay stations are devices that take payment for parking. They allow more flexibility in enforcement, data collecting and are an aesthetically more pleasing component of streetscapes.

**Pay and Display Pay Station** has multiple payment options (e.g. credit/debit card, coin, cash or phone). Ticket is printed; shows beginning time, expiration time, location of parking, and amount paid. Ticket is typically placed on the dashboard or a visible area.

**Pay by Space Pay Station** has multiple payment options (e.g. credit/debit card, coin, cash or phone). There are numbered spaces. User will pay, and then enter the number of the parking space. Beginning time, expiration time, location of parking and amount paid is all digital.

The process is easy: note your space number, make your payment, and select the amount of time. The benefits provide:

customer service with multiple payment options giving citizens the ability to take advantage of technology (credit and debit cards); and create higher turnover rate for high demand parking spaces;

enforcement with effectiveness and efficiency through data collection, wireless monitoring, and less human error; and

maintenance with fewer meters to service.

Meters won't issue time during loading zone hours.

## The Georgetown Lot Lease Agreement

Parking lot is owned by the Rawl Family.

Lot is leased to the City for a fee equivalent to 80% of annual meter revenue.

Under new proposed three (3) year agreement, the City would pay the Rawl Family a fixed lease fee per year with a 3% escalator.

## Actions to Date

The Public Transportation and Parking Commission voted to approve the placement of parking pay stations in the Hodges Lot along Reade Street and on the 300 and 400 blocks of Evans Street.

The Commission also voted to make the pay rate for all pay stations at \$0.75 an hour with a two (2) hour maximum.

The actions of the Commission will be forwarded to City Council for consideration at their meeting on October 11<sup>th</sup>.

Uptown Greenville has requested that parking pay stations be placed on the 300 and 400 blocks of Evans Street in addition to those planned as part of the Reade and Cotanche project.

The Redevelopment Commission voted to approve a contract with Duncan Parking Technologies contingent upon the City Council's approval of a new lease agreement and appropriate ordinance amendments.

## Contract Terms

10 Duncan VM pay by space meters are scheduled for purchase for a total contract price of \$81,396 including hardware, software, installation and training.

Staff recommends approval of a contract with Duncan Parking Technologies, Inc. in the amount of \$81,396 contingent upon City Council approval of associated ordinance and contract amendments. Center City funds will be used.

Motion was made by Mr. Don Mills and seconded by Mr. Chris Mansfield to approve the contract with Duncan Parking. Motion carried unanimously.

## **CONSIDERATION OF CONTRACT WITH RPA ENGINEERING**

Mr. Rees: Mark S. Roy, PE, of RPA Engineering, has offered a proposal for the Greenville Community Theater Renovation, Phase 1 Construction Administration

Services. Phase 1 consists of repairing the exterior shell so that the building will be structurally sound and water tight until the interior renovations can be completed. This work primarily consists of repairing the fly loft roof and walls, repairing some of the main building roof framing and masonry repairs to the front façade. The scope of work for this project consists of the following tasks:

assist with evaluation of existing ceiling construction;  
assist owner (City of Greenville) with project bidding;  
participate in pre-bid meeting;  
assist owner with evaluation of bids and award of contract;  
respond to contractor requests for information (RFI);  
participate in pre-construction meeting;  
perform site inspections during construction and submit field reports for each visit; and  
assist owner with evaluation and approval of pay applications.

#### Assumptions/Clarifications

Contract forms will be provided by the owner.  
A total of ten (10) site visits during construction has been assumed. Additional site visits can be performed if required on an hourly basis.  
Scaffolding, ladders, etc. needed for ceiling investigation will be provided by the owner.  
Printing, mailing, and other reimbursable costs will be billed at RPA cost plus 10%.

#### Engineering Fee

The fee is for \$5,500.00. Any additions to the scope of work or changes made after the start of design which result in structural re-design will require an additional fee. Written approval will be obtained prior to proceeding with any additional work.

Mr. Rees: Staff recommends approval of a contract with RPA Engineering in the amount of \$5,500.00 for construction administration services associated with repairs to the fly-loft of the former State Theatre.

Motion was made by Ms. Terri Williams and seconded by Mr. Don Mills to approve the contract with RPA Engineering for \$5,500.00. Motion carried with a vote of 2 (Williams and Mills) to 1 (Mansfield).

Mr. Mansfield: Preserving the fly-loft has no value.

Mr. Rees: To receive historic tax credits the fly-tower has to be preserved. A total of \$500,000.00 could be available from tax credits.



## **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.

### **Update on Five Points Plaza**

Mr. Rees: Project has been issued for bid. Two trees will be maintained on the site and is a reasonable alteration to the plan.

### **Rural Economic Innovation Grant**

Mr. Rees: The Commission has received \$25,000.00 for the Theater through a Rural Center Grant. Staff is submitting a preliminary proposal to the Rural Center for funds that could be used for the Business Plan Competition Grant.

## **COMMENTS FROM COMMISSION MEMBERS**

Mr. Mills: Tonight's presentations were done well.

Mr. Mansfield: I am pleased with the Town Common Master Plan.

Ms. Williams: The Town Common Master Plan is an exciting and important piece of the revitalization efforts.

Mr. Thompson: I concur.

## **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