

**DRAFT OF MINUTES PROPOSED FOR ADOPTION BY THE  
GREENVILLE REDEVELOPMENT COMMISSION**

January 2, 2007  
Greenville, NC

The Greenville Redevelopment Commission held a meeting at 5:30 p.m. in the second floor Board Room of the Bank of America Building located at 201 West First Street.

**COMMISSION MEMBERS PRESENT:**

Minnie Anderson, Chair	Max Joyner, Jr.	Robert Thompson
Don Edwards, Vice-Chair	Britt Laughinghouse	
Melissa Hill	Dennis Mitchell	

**STAFF MEMBERS PRESENT:** Sandy Gale Edmundson, Secretary; Carl Rees, Urban Development Planner; and Tom Wisemiller, Planner I

**OTHERS PRESENT:** Ekow and Joyce Monney

**APPROVAL OF JANUARY 2, 2007 AGENDA: APPROVED**

Motion was made by Mr. Robert Thompson and seconded by Ms. Melissa Hill to approve the January 2, 2007 agenda. Motion carried unanimously.

**APPROVAL OF MINUTES OF DECEMBER 5, 2006: APPROVED**

Motion was made by Mr. Robert Thompson and seconded by Mr. Britt Laughinghouse to approve the December 5, 2006 minutes. Motion carried unanimously.

**PUBLIC COMMENT PERIOD**

There were no public comments.

**CONSIDERATION OF OFFERS TO PURCHASE REAL PROPERTY**

Mr. Rees: Staff has been working for months to put together a site that would serve as host to the multifamily tax credit development known as the "Big House Development Project." The real property to purchase is located at 234 Bonners Lane. Staff is asking for approval from the Commission to purchase the real property at 234 Bonners Lane for \$65,000.00.

Motion was made by Mr. Max Joyner, Jr. and seconded by Ms. Melissa Hill to approve the purchase of real property at 234 Bonners Lane for \$65,000.00. Motion carried unanimously.

**CONSIDERATION OF OFFER TO LEASE AND CONTRACT WITH LANDMARK ASSET SERVICES, INCORPORATED**

Mr. Rees: The Commission should consider an offer for a 35 year term lease and contract with Landmark Asset Services, Incorporated for \$15,000.00 per year. That lease is contingent upon them submitting an application deadline by January 12, 2007 of low income tax credits, and any development would be in conformance with the Call for Developers dated June 2006. Landmark Development can insure the North Carolina Housing Finance Agency that they do have site control. City Council has authorized the Commission not only to convey the properties but also to make this contract.

Motion was made by Mr. Robert Thompson and seconded by Mr. Max Joyner to grant the 35 year lease and contract with Landmark Asset Services, Incorporated for \$15,000.00 per year. Motion carried unanimously.

**CONSIDERATION OF WEST GREENVILLE REDEVELOPMENT AREA NON-RESIDENTIAL OPTIONAL RELOCATION ASSISTANCE POLICY**

Mr. Rees: The West Greenville Redevelopment Area Non-Residential Optional Relocation Assistance Policy needs to be adopted by the Commission. The purpose of this optional relocation assistance policy is to provide relocation assistance and payments to owners and tenants of real property used for a non-residential purpose and acquired by the Redevelopment Commission of Greenville. This policy is intended to supplement the existing relocation policies that have been adopted by the Redevelopment Commission governing residential relocation, and shall only be applied in cases where the source of acquisition funds entirely excludes funding from the federal government. When funds are being utilized that include federal sources, the relocation standards of the Uniform Relocation Act shall apply. Much of the language in this policy is lifted from HUD policies or the Uniform Relocation Act itself.

Mr. Rees: In terms of eligibility, this policy shall be applicable to any business or non profit organization that moves from real property located within the West Greenville Redevelopment Area, or moves his or her personal property from the real property permanently as a direct result of the acquisition of said real property by the Redevelopment Commission for a purpose in furtherance of the Center City – West Greenville Revitalization Plan. In order to be eligible for relocation benefits under this policy, the business or non profit organization must have been in operation upon the property for a period of at least six (6) months prior to the initiation of negotiations to acquire the real property.

Mr. Rees: Assistance to be provided for relocation benefits shall be calculated independently for each of the following categories according to the methods described herein.

*Owner Operated Business* – Eligible owner operators will be offered relocation benefits by one of two methods, the Average Net Earnings Option or a Fixed Payment Option.

*Average Net Earnings Option* – The relocation benefits of a business are calculated as one-half (1/2) of its net earnings before Federal and State income taxes during the two (2) taxable years immediately prior to the taxable year in which the business was displaced. If the business was not in operation for the full two (2) taxable years prior to the displacement, net earnings shall be based on the actual period of operation at the displacement site projected to an annual rate. The displaced business shall furnish the Redevelopment Commission with proof of net earnings through income tax returns, certified financial statements, or other reasonable evidence as determined by the Secretary to the Redevelopment Commission or his/her designee. The amount of payment shall in no case exceed \$20,000, nor be less than \$1,000.

*Fixed Payment Option* – An owner operator may elect to receive a fixed payment in lieu of a relocation benefit that is calculated under the Average Net Earnings Option. Such a payment shall be calculated at 20% of the purchase price of the real property on which the business is located. Such a payment shall not exceed \$20,000.

Mr. Rees: Under the Tenant Occupied Business, there is the Average Income Option. A non-profit organization displaced as a result of acquisition of the real property where their program operated will be eligible for a relocation benefit determined by subtracting the average annual administrative expenses from the average annual gross revenue. The determination of annual expenses and revenues shall be based on the average of the two (2) most recent fiscal years. If the non-profit organization was not in operation for the full two (2) years prior to the displacement, annual gross revenue shall be based on the actual period of operation at the displacement site projected to an annual rate. The displaced non-profit organization shall furnish the Redevelopment Commission with proof of its annual gross revenue through IRS filings, certified financial statements, or other reasonable evidence as determined by the Secretary to the Redevelopment Commission or his/her designee. The payment shall not exceed \$20,000 but shall not be less than \$1,000.

Mr. Joyner: It looks like this just applies to West Greenville. What is the reason for that?

Mr. Rees: The valuation of properties is so low in West Greenville, particularly business properties, that the owners are unwilling to sell unless additional incentives can be found such as this to help them get reestablished.

Motion was made by Mr. Max Joyner and seconded by Mr. Don Edwards to adopt the West Greenville Redevelopment Area Non-Residential Optional Relocation Assistance Policy. Motion carried unanimously.

**CONSIDERATION OF CENTER CITY – WEST GREENVILLE STREETScape  
MASTER PLAN AND IMPLEMENTATION SCHEDULE**

Mr. Rees: The consideration of Center City – West Greenville Streetscape Master Plan and Implementation Schedule needs to be addressed at tonight’s meeting. An estimated timeline will be presented to this Commission and with approval; it will be submitted to City Council on January 11, 2007.

January 2007	Adopt Streetscape Master Plan
December 2007	Wayfinding Project Complete: \$300 K Bond Funds
January 2008	Design Complete Cotanche/Reade and MLK Gateway Project: 200 K Bond Funds
December 2008	Construction Complete MLK Gateway and Cotanche/Reade: \$1.65 mm Bond Funds
December 2009	Design Complete MLK Project (Nash to Albemarle): 350K Federal EDI CIP – General Funds
December 2010	Construction Complete MLK Project (Nash to Albemarle): \$2.7 Mill. Federal Surface Transportation Act Funds
January 2011	Design Complete Evans Street Project: \$180K CIP – General Funds
January 2012	Construction Complete Evans Street Project: \$1.5 million NCDOT Muni Service District Rev.
December 2012	Design Complete MLK/Elizabeth Street Realignment Project: \$130K CIP – General Funds
January 2014	Construction Complete MLK/Elizabeth Street Realignment Project: 1.1 mm COG Bond Funds
December 2014	Design Complete Dickinson Avenue Project: \$250K HUD EDI CIP/General Funds
December 2015	Construction Complete Dickinson Avenue Project: \$2.1 mm COG Bond Funds
December 2016	Design Complete MLK Project (RR to Reade): \$275K CIP – General Funds
December 2018	Construction Complete MLK Drive Project (RR Tracks to Reade): \$2.25 mm COG Bond Funds Municipal Service District Revenue

Mr. Rees: Staff recommends that the Commission adopt the Streetscape Master Plan and that you adopt the concept and implementation plan with your recommendations for that to City Council. The Engineering Division will go out and find engineering consultants who will do final designs and construction documents and then bid those out for construction.

Motion was made by Mr. Dennis Mitchell and seconded by Mr. Don Edwards to approve the Center City – West Greenville Streetscape Master Plan and Implementation Schedule. Motion carried unanimously.

**REVIEW AND CONSIDERATION OF THE WEST GREENVILLE REDEVELOPMENT AREA BUILDING BLOCK GRANT APPLICATIONS**

Mr. Wisemiller: This is the first round of the West Greenville Redevelopment Area Building Blocks Grant Program applications. The first application is 06-01 for applicant Arthur L. Wallace and the street address of the property is 800 Martin Luther King Drive, Greenville, NC 27834. The description of the work to be done is repair columns on front porch, scrape and paint original portion of the building (front and sides); cover the new (rear) portion of the building with siding using like materials. Staff recommends approval of the application.

Motion was made by Mr. Max Joyner and seconded by Mr. Britt Laughinghouse to approve Mr. Arthur L. Wallace's grant application for 800 Martin Luther King Drive in the direct grant amount of \$1,500.00 and the matching grant amount of \$3,500.00.

Mr. Wisemiller: The second application is 06-02 for applicants Ekow and Joyce Monney and the street address of the property is 628 South Pitt Street, Greenville, NC 27858. The description of the work to be done is redo entire store front (windows and door) to provide better appearance and visibility to the general public. Install anodized bronze and glass storefront with narrow style door with offset pivots and ¼ inch tempered glass (demolition of existing glass). Work may include replacement of rotten wood and painting of wood. Staff recommends approval of the application.

Mr. Joyner: Is each applicant checked to make sure that no taxes are owed on the property?

Mr. Rees: City/County taxes for a building where grant funds are requested cannot be delinquent. For any building with delinquent city/county taxes, the owner(s) must attach a receipt to show ad valorem taxes are current or must attach a copy of the work-out agreement with the Pitt County Tax Collector's Office.

Mr. Monney told the Commission that he is paying back taxes.

Mr. Rees: Prior to the disbursement of funds, the City needs to have the workout agreement or indicate that taxes are due.

Motion was made by Mr. Robert Thompson and seconded by Mr. Dennis Mitchell to approve Ekow and Joyce Monney's grant application for 628 Pitt Street in the direct grant amount of \$1,500.00 and the matching grant amount of \$3,500.00.

## **ELECTION OF OFFICERS**

Mr. Rees: According to the bylaws, officers can serve two consecutive terms. The January Commission meeting is the month to elect officers.

Motion was made by Mr. Max Joyner and seconded by Mr. Dennis Mitchell to keep Ms. Minnie Anderson as Chairperson and Mr. Don Edwards as Vice-Chairperson of the Redevelopment Commission. Motion carried unanimously.

## **REPORT FROM SECRETARY**

### **Expenditure Report**

Mr. Rees distributed the Expenditure Reports for West Greenville and the Center City.

### **Commission Member Roster**

Mr. Mitchell questioned his length of term on the roster being only until November 2007.

Mr. Rees said he would check with the City Clerk's office to verify the length of Mr. Mitchell's term and report back at the February meeting.

## **COMMENTS FROM COMMISSION MEMBERS**

There were no comments from Commission members.

## **CLOSED SESSION**

Mr. Rees: The purpose of the Closed Session is to establish or instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, lease.

Motion was made by Mr. Robert Thompson and seconded by Mr. Dennis Mitchell for the Redevelopment Commission to move into closed session. Motion carried unanimously.

Motion was made by Mr. Britt Laughinghouse and seconded by Mr. Robert Thompson for the Redevelopment Commission to move into open session. Motion carried unanimously.

**ADJOURNMENT**

Motion was made by Mr. Don Edwards and seconded by Mr. Max Joyner to adjourn the January 2, 2007 meeting. Motion carried unanimously.

Respectfully submitted,

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