



March 14, 2014

TO: Mayor and Members of Council  
FROM: Jim Westmoreland, City Manager  
SUBJECT: Items for Your Information

UPCOMING MEETINGS

- Mar 18 at 5:00 pm City Council Meeting
- Mar 25 at 3 pm Work Session
- Apr 1 at 5:30 pm City Council Meeting

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**Council Follow-Up Items**

- **Koury Corporation Settlement Claim**

As a follow-up to a request made by Councilmember Abuzuaiter, attached is a memorandum from Assistant City Manager David Parrish, providing information about the settlement the City issued to the Koury Corporation.

- **Fund Balance Report**

As a follow-up to a request made by Councilmember Barber at the March 10, 2014 Council Work Session, attached is a memorandum from Finance Director Rick Lusk, dated March 12, 2014, providing the fund types for fiscal years 2011-2012 and 2012-2013.

- **Contract Approval Authorities and Process**

As follow-up to a request made by Councilmember Fox on March 12, 2014, attached is a memorandum from Finance Director Rick Lusk, dated March 13, 2014 providing an overview of the City's contract approval authorities and process.

**March 18, 2014 Council Agenda Items**

- **Agenda Item #3: 2015 NC Governor's Highway Safety Program Grant**

Attached is a memorandum from Grants Manager Susan Crotts, dated March 7, 2014, regarding the grant application for the 2015 NC Governor's Highway Safety Program that GPD submitted that require Council's approval due to having a 50% match of \$10,861. This will be on the March 18, 2014 Council Agenda.

- **Agenda Item #6: Downtown Solar Powered Electric Vehicle Charging Station**

Attached is a memorandum from Transportation Business and Parking Manager Stephen Carter, dated March 12, 2014, regarding the proposed solar powered electric vehicle charging station for downtown. This will be on the March 18, 2014 Council agenda.

- **Agenda Items #16 and #17: Comprehensive Plan Amendment – W. Friendly Avenue and Hobbs Road, and Rezoning Case Z-14-01-005**

Attached is a memorandum from Tom Terrell, dated March 14, 2014, regarding CAP Development, LLC withdraw of zoning case Z-14-01-005 from the March 18, 2014 Council agenda. Based on the receipt, these items will be removed from the agenda and City Council does not need to take any further action

**Rail Trespassers Safety Summit**

Attached is a press release regarding the Rail Trespassers Safety Summit, which is scheduled for Monday, March 17, 2014 from 8:45 am to 12 noon, at the Public Safety Training Facility.

**CRC Enhancement Committee**

Attached is a press release regarding the Complaint Review Committee (CRC) Enhancement Committee, which is scheduled to meet on Wednesday, March 19, 2014 at 5:00 pm.

**Storm Debris Removal Contract**

Attached is a memorandum from Field Operations Dale Wyrick, dated March 14, 2014 regarding the activation of the pre-positioned storm debris removal contract for the removal of curbside storm debris.

**College Commission**

Attached is a memorandum from Parks and Recreation Interim Director Wade Walcutt, dated March 14, 2014, regarding the development of the College Commission.

**Design Link Workshops**

Attached is a memorandum from Planning Director Sue Schwartz, dated March 14, 2014, regarding series of design workshops for the first phase of the Lawndale Drive Corridor Plan

**Building Inspection System Upgrade**

Attached is a memorandum from Engineering and Inspections Director Butch Simmons, dated March 10, 2014, regarding the upgrade to the Building Inspection System in the Development Services Division.

**Public Information Request Report**

Attached is the weekly Public Information Request Report for the week of March 14, 2014.

**Contact Center Feedback**

Attached are the weekly reports generated by our Contact Center for the weeks of February 24, 2014 through March 9, 2014.

**Small Group Meetings**

Attached is the Small Group Meeting report for the weeks of March 07, 2014, and March 14, 2014, between City Staff and [more than two but less than five] Councilmembers.

**Grant Report**

Attached is an updated list of grants for which the City intends to apply that do not require a match. Under the policy adopted by City Council, grants that do not require a match are not required to receive formal Council action.

JRW/mm  
Attachments

Office of the City Manager  
City of Greensboro



March 14, 2014

**TO:** Jim Westmoreland, City Manager  
**FROM:** David Parrish, Assistant City Manager  
**SUBJECT: Koury Settlement Claim**

In February 2014, Councilmember Marikay Abuzuaiter asked City staff to provide details regarding a \$200,000 settlement payment made to Koury Development Corporation. The payment was made by the City as part of a claim for damages filed by Koury related to its North Elm Village development.

During construction of North Elm Village, the City required a backflow preventer in each building that is part of the complex. The backflow preventers are designed to protect the public water supply system. A water pressure issue was discovered within apartment units in the complex and Koury Corporation installed a pump station to remedy the pressure concerns. Koury claimed that the backflow preventers caused a decrease in water pressure and requested the City provide compensation for the pump station.

City inspectors required the above minimum backflow preventers as a safety precaution to separate the commercial and residential property. Former City Manager Denise Turner Roth reviewed the claim along with details provided by City staff regarding its recommendation that no compensation be offered (legal notes follows this memo). Ultimately, former City Manager Roth determined that the City's requirement of the backflow preventers adversely impacted Koury.

Staff's review indicates that section 7.03 of Greensboro City Charter provides that the City Manager has the authority to settle damage claims for personal or real property if the claims are under \$300,000. A payment for \$200,000 was issued to Koury in July 2012 (attached is the agreement).

DP/mm  
Attachments

cc: Terry Wood, Interim City Attorney  
Tom Carruthers, Assistant City Attorney

City of Greensboro

Koury Timeline

Title

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WR, Koury, waterpump and generator claim

Notes:

General Notes

Staff: Thomas D. Carruthers

Entered: 06/14/2012 GEN

PURPOSE:

To request authority from City Council to settle with Koury Corporation over their claim for damages arising from alleged unnecessary code requirements required by the City of Greensboro. Koury is willing to settle this claim for \$200,000.

BACKGROUND:

The City Manager's Office received a claim from Koury Corporation for damages sustained by Koury during construction of the mixed used commercial and residential development at North Elm Village on Pisgah Church Road. At that time the City interpreted the Building and Fire Code to require Koury to purchase and install three pumps and one backup generator to maintain water pressure in all buildings equipped with a back flow preventor. Subsequent to this, during the NC Building Code triennial revision, the backflow preventor requirement was reduced, making the booster pump and backup generator no longer necessary.

Description:

In 2006 Koury constructed a mixed use commercial and residential development at Elm and Church. Steve Shofety of Koury now claims the City has damaged Koury in the amount of \$200,000.00 due to the City requiring Koury to install 3 pumps, one generator and several back flow preventors at the time of the 2006 construction.

Status:

6/14/2012 TDC Conference with Butch Simmons and Steve Drew. Both are aware and share my opinion that this payment is unwarranted. Directed by CMO to draft agenda item authorizing payment to Koury Corp. Review of draft by Kristina Williams, revise draft. Conference with Shah-Khan, forward of agenda item to Mike Speedling and Mary Vigue. See Notes.  
7/9/2012 TDC Manager has decided to pay Koury 200,000.00 in "settlement". Conference with Shah-Kahn. Decision made that this falls within settlement authority of the Manager. No Council Agenda item is needed. No close session.  
7/30/2012 TDC Instructed to draft settlement agreement and I will deliver to Steve Shoffety at Koury. Steve Drew is looking into wiring the money rather than delivering a check.

Disposition:

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Printed: 1

A12-01+65



Contract Routing Control Sheet
Water Resources
Contact: Tom Carruthers Phone: 2320
Other Type Agreement

Tracking#: 4588 Date Submitted: 7/31/2012 Date Needed:
Date Started: 7/31/2012 Est End Date: 8/31/2012
Contract#: Change Order#: Lease#: Bid#:
Coliseum#: NCDOT#: Resolution#:
Requisition#: Email For Pickup: [ ] Rush: [x]
Description: Settlement and Release Agreement

Comments:

Vendor: Koury Corporation Account # CBR Amount
Vendor#: 501-7011-01. Total: \$200,000
Location: 5943

Signatures

[ ] Dept Director Reviewed By: Date:
[x] Finance Reviewed By: R. [Signature] Date: RECEIVED JUL 31 2012
[x] Accounting Reviewed By: Date:
[x] Attorney Reviewed By: J. [Signature] Date: 7/31/12
[x] City Manager Reviewed By: Michael [Signature] Date: 7-31-12
[ ] Mayor Reviewed By: Date:
[x] City Clerk Attested By: [Signature] Date: 7-31-12
[ ] Purchasing Reviewed By: Date:

RECEIVED
JUL 31 2012
City Manager's Office

RECEIVED
JUL 31 2012
City Clerk's Office

## MUTUAL RELEASE AND SETTLEMENT AGREEMENT

This MUTUAL RELEASE AND SETTLEMENT AGREEMENT (the "Release") is made and executed this the 31 day of July, 2012, by Koury Corporation, by Stephen D. Showfety, President (hereinafter "Plaintiff"), and The City of Greensboro (hereinafter "Defendant") (and referred to hereinafter collectively as "the parties").

### WITNESSETH:

WHEREAS, a dispute has arisen between the parties regarding the necessity to build a facility for and install a booster pump system required by the Defendant and installed at the cost of the Plaintiff at the property of the Defendant known as The Village at North Elm and located at 301 Pisgah Church Road, Greensboro, NC 27455, Parcel ID # 0044761; and;

WHEREAS, by execution of this Release the parties herein have agreed to a settlement of all matters which are currently in dispute between them.

NOW THEREFORE, for and in consideration of the covenants and promises hereinafter contained, and other good and valuable consideration, receipt and sufficiency of which is hereby expressly acknowledged by each of the parties herein, Plaintiff and Defendants agree as follows:

1. Agreed Settlement Amount. The parties herein agree that there shall be paid by Defendant to Plaintiff the amount of \$200,000. Full payment of said amount in accordance with the remaining terms and conditions of this Release shall be deemed a full satisfaction and settlement of all matters in dispute between the parties heretofore existing.
2. Release by Plaintiff. To the extent not inconsistent with the terms enumerated herein above, Plaintiff hereby remises, releases, acquits and forever discharges Defendant and all of its predecessors, successors, assigns, officers, directors, agents, servants, employees and attorneys, of and from every manner of action or causes of action, suits, debts, judgments, claims or demands, and any and all damages whatsoever, including all costs, expenses and attorney fees and all claims based upon contribution or indemnification, which Plaintiff either has or had or shall hereafter assert against Defendant, by reason of, related to or arising out Plaintiff's ownership, construction, and maintenance of the booster pump station at The Village at North Elm located at 301 Pisgah Church Road, as of the date of this Release. This Release shall be a fully binding and complete settlement between the parties and their heirs, successors and assigns.
3. Waiver and Compromise of Claims by Plaintiff. Plaintiff hereby expressly waives and assumes the risk of any and all claims for damages or otherwise which exist as of this date, and which in any way relate to Defendant, arising out Plaintiff's ownership, construction, and maintenance of the booster pump station at The Village at North Elm located at 301 Pisgah Church Road, and all causes of action which have been asserted or which could have been asserted as a result of the same, whether such is or was known, suspected to exist or unknown, whether through ignorance, oversight, error, negligence or otherwise, and

which if known would materially affect any decision to enter into this Release. Plaintiff further agrees that this Release is executed as a complete compromise of matters involving disputed issues of law and fact and assumes the risk that the facts or law are otherwise than may be believed.

4. Warranty to Execute Release. The parties herein each represent and warrant that no other person or entity has or ever has had any interest, right or otherwise in or was entitled to assert the claims, demands, obligations or causes of action referred to herein, and that each of them has not sold, assigned, transferred, conveyed, or otherwise disposed of any of the claims, demands, obligations or causes of action referred to herein.
5. Entire Agreement and Amendment. This Release contains the entire agreement regarding the matters set forth herein. This Release shall not be modified or amended except by an instrument in writing signed by an authorized representative of the parties herein.
6. Representation by Counsel. The Plaintiff represents that he has been accorded adequate opportunity to obtain counsel to advise, represent and assist upon the matters herein, and has entered into this Release knowingly, voluntarily and freely. The Plaintiff waives any objection based upon or arising out of any failure of Plaintiff to obtain counsel and enter this Release and its terms after due reflection and consideration of the advice of counsel concerning all material facts and law at issue. The parties expressly agree that the terms and conditions of this Release are the result of fair bargain and exchange, and the representation of a party by counsel upon the matters herein shall not be construed as unfair advantage in the formation of this Release.
7. Governing Law. This Release shall be construed and interpreted in accordance with the laws of the State of North Carolina, which the parties agree shall be the sole and exclusive jurisdiction for any suit or cause of action based upon or arising out of this Release. The parties further agree that the venue for any suit or cause of action based upon or arising out of this Release shall be Guilford County, North Carolina.
8. Additional Documents. The parties agree to cooperate fully with the other and to execute any and all supplementary documents and to take all additional actions which may be necessary or appropriate to fully effect and give force to the terms and intent of this Release.
9. Severability. If, after the date hereof, any provision of this Release is held by a court of competent jurisdiction to be illegal, invalid or unenforceable under present or future law, the remaining provisions of this agreement shall be fully enforceable.
10. Counterparts. This Release may be executed simultaneously in one or more counterparts, and each such counterpart shall be deemed to be an original instrument, but all such counterparts together shall constitute one and the same instrument.
11. Authority. The parties herein represent that their respective signatories herein below are expressly and impliedly authorized to execute this document on behalf of the legal entity, if

any, in which the signatory purports to represent.

IN WITNESS THEREOF, the parties have executed this Release as of the day and year first written above.

**PLAINTIFF**

Koury Corporation

By: *Stephen S. Hauptly* (Seal)

Title: President

ATTEST:

*Ronald W. Mack*

Title: *Secretary*

**CITY OF GREENSBORO**

*Mark J. Spurling*  
City Manager

ATTEST:

*Diana Schreiber*  
City Clerk *10/20/13*

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act

*R. L. Fisk*  
City Finance Director



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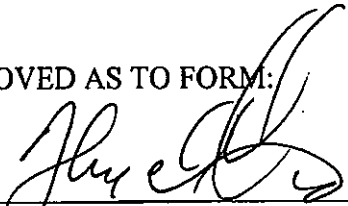
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APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to read 'Tom Carruthers', written over a horizontal line.

Thomas D. Carruthers  
Associate General Counsel



# BUSINESS CORPORATION ANNUAL REPORT

E-Filed Annual Report  
-1-0-4632269

Do not data enter manually.

NAME OF BUSINESS CORPORATION: *Koury Corporation*

FISCAL YEAR ENDING: *10/31/2011*

STATE OF INCORPORATION: *NC*

SECRETARY OF STATE CORPORATE ID NUMBER: *0081762*

NATURE OF BUSINESS: *Real Estate Development*

REGISTERED AGENT: *MACK, RONALD W*

REGISTERED OFFICE MAILING ADDRESS: *400 Four Seasons Town Centre  
Greensboro, NC 27407*

REGISTERED OFFICE STREET ADDRESS: *400 Four Seasons Town  
Greensboro, NC 27407 All County*

PRINCIPAL OFFICE TELEPHONE NUMBER: *(336) 299-9200*

PRINCIPAL OFFICE MAILING ADDRESS: *400 Four Seasons Town  
Greensboro, NC 27407*

PRINCIPAL OFFICE STREET ADDRESS: *400 Four Seasons Town  
Greensboro, NC 27407*

## PRINCIPAL OFFICERS:

*Name: Stephen D Showfety  
Title: President  
Address:  
400 Four Seasons Town Centre  
Greensboro, NC 27407*

*Name: Gordon H Craig  
Title: Vice President  
Address:  
400 Four Seasons Town Centre  
Greensboro, NC 27407*

## CERTIFICATION OF ANNUAL REPORT MUST BE COMPLETED BY ALL BUSINESS CORPORATIONS

Gordon H Craig

01/17/2012

FORM MUST BE SIGNED BY AN OFFICER OF THE CORPORATION

DATE

Gordon H Craig

Vice President

TYPE OR PRINT NAME

TYPE OR PRINT TITLE

ANNUAL REPORT FEE: \$18 MAIL TO: Secretary of State • Corporations Division • Post Office Box 29525 • Raleigh, NC 27626-0525

Financial and Administrative Services  
City of Greensboro



March 12, 2014

**TO:** Jim Westmoreland, City Manager  
**FROM:** Rick Lusk, Finance Director  
**SUBJECT: Fund Balance Reports**

Attached is a detailed listing, by type, of the accounting funds used by the City, with corresponding comparative fund balance amounts as of June 30, 2012 and 2013, as requested by Councilmember Barber at the March 10, 2014 Work Session.

Amounts are as shown in the City's audited financial statements for Governmental Funds. Enterprise and Internal Service Funds are accounted for on a budgetary basis during the fiscal year and are converted to the full accrual basis at year-end, according to governmental accounting standards. Those proprietary type fund balances represent net assets of the enterprise systems (including property, plant and equipment/depreciation, net of outstanding debt and other liabilities) and have been restated to conform to the reporting format of the Governmental Funds for clarification and comparison purposes.

RL  
Attachment

*FUND TYPES*  
*For the Fiscal Year Ended June 30, 2012 and 2013*

**GOVERNMENTAL FUNDS**

**General Fund**

**Debt Service Fund**

**Special Revenue Funds:**

Street and Sidewalk Revolving Fund  
State Highway Allocation Fund  
Cemetery Fund  
Special Tax Districts Fund  
Hotel / Motel Occupancy Tax Fund  
Economic Development Fund  
Community Development Fund  
HOME Program Fund  
South Elm Street Redevelop Fund  
Housing Partnership Revolving Fund  
Workforce Investment Act  
State and Federal Grants Fund  
Emergency Telephone System Fund  
Stimulus Grants Project Fund

**Capital Projects Funds:**

Street & Sidewalk Capital Projects  
State Highway Allocation  
General Capital Improvements

**Bond Funds:**

Street Improvement Bond Fund – Series 2003/06/08  
Public Transportation Bond Fund – Series 2003/05/08  
Parks and Recreation Bond Fund – Series 2003/05/06  
Neighborhood Redevelopment Bond Fund – Series 05/06  
Library Facilities Bond Fund – Series 2008  
Historical Museum Bond Fund – Series 2008  
Parks and Recreation Bond Fund – Series 2008  
Economic Development Bond Fund – Series 2008  
Fire Station Bond Fund – Series 2008  
Public Buildings Bond Fund – Series 2008  
War Memorial Stadium Bond Fund – Series 2008  
Street Improvements Bond Fund – Series 2010  
Parks & Recreation Bond Fund – Series 2010  
Housing Bond Fund – Series 2010  
Natural Science Center Bond Fund – Series 2010

**Permanent Fund:**

Perpetual Care Fund

**PROPRIETARY FUNDS**

**Enterprise Funds:**

Water Resources Fund  
Stormwater Management Fund  
War Memorial Coliseum Fund  
Solid Waste Management Fund  
Parking Facilities Fund

**Internal Service Funds:**

Equipment Services Fund  
Technical Services Fund  
Information Systems Fund  
Graphic Services Fund  
Employee Risk Retention Fund  
General Risk Retention Fund  
Capital Leasing Fund  
Guilford Metro Communications  
Technical Services Capital Projects Fund

**OTHER FUNDS**

**Police Special Separation Allowance Fund (Trust Fund)**

**Other Post Employment Benefit (OPEB) (Trust Fund)**

**Greensboro Transit Authority (Component Unit)**

Note: Amounts represent fund balances as of June 30, 2012 and 2013 contained in the City's audited financial statements (unless otherwise noted). Amounts assigned for subsequent years' expenditures were appropriated to balance the following year's Adopted Budget.

### General Fund

The General Fund is the principal fund of the City from which the major portion of the City's operations is financed. This fund finances the regular operation of all departments except Special Revenue Fund, Enterprise Fund and Internal Service Fund departments. A government may have only one General Fund. In FY 2013, \$1.9 million of the fund balance amount assigned for capital projects was appropriated for purchase of the YWCA property, the performing arts center project and the Carolina Field of Honor – current balance of \$4.8M. Below minimum \$10M Capital Reserve policy, with plans to be reimbursed over the next year.

<b>Fund Balances:</b>	FY 2012	FY 2013
Nonspendable:		
Inventories	\$ 1,058,815	\$ 1,071,720
Prepaid Expenses	202,332	170,671
Restricted:		
Stabilization by State Statute	22,301,514	23,055,872
Assigned:		
Apprpr. for Subsequent Years Exp.	4,675,905	3,881,894
Household Hazard Waste Program	691,450	449,670
Assigned for Capital Projects	6,616,637	4,808,393
Unassigned:		
Per 9% Fund Balance Policy	<u>22,822,841</u>	<u>22,813,139</u>
Total Fund Balances	<u>\$58,369,494</u>	<u>\$56,251,359</u>

### Debt Service Fund

This fund is used to account for the retirement of ad valorem tax-supported General Obligation Bonds, with the exception of bonds issued for the Technical Services Fund. A Debt Service Fund is not mandatory, but is used for ease of tracking and accumulating funds set aside to pay principal and interest payments when due. Some governmental entities combine this fund with their General Fund. Fund Balance decreased due to continued low interest earnings, which along with 7.25 cents of the property tax allocation support annual debt service. Achieving and maintaining the minimum \$10M fund balance goal is not likely to occur for five or more years due to lower than normal tax base growth & interest projections.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute	\$ 460,666	\$ 134,100
Assigned:		
Apprpr. for Subsequent Years' Exp.	2,074,153	3,166,444
Assigned for Debt Service	<u>5,163,343</u>	<u>1,500,507</u>
Total Fund Balances	<u>\$ 7,698,162</u>	<u>\$ 4,801,051</u>

## Special Revenue Funds

Special Revenue Funds account for proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital.

### Street and Sidewalk Revolving Fund

The primary purpose of this fund is to finance the repair and or construction of streets and sidewalks. Revenues are derived primarily from street and sidewalk assessments. In FY 2013, the City made its final payment to Guilford County Schools, as part of the Red Light Camera settlement. Amounts remaining in this fund at the end of June 30, 2013 will be transferred to the Street and Sidewalk Capital Project Fund and this fund will be closed. \$250,000 was appropriated in FY 2013 for the purchase of R-O-W; remaining cash will be advanced to fund federal/state transportation grant projects prior to being reimbursed from federal/state grant revenue.

<b>Fund Balances:</b>	FY 2012	FY 2013
Nonspendable:		
Assets Held for Resale	\$ 95,179	\$ 95,179
Restricted:		
Stabilization by State Statute	509,987	789,958
Restricted by Grantor Requirements		28,832
Committed:		
For Red Light Camera Settlement	612,226	
Assigned:		
Appopr. for Subsequent Years' Exp.	446,508	35,000
Total Fund Balances	<u>\$1,663,900</u>	<u>\$948,969</u>

### State Highway Allocation Fund

This fund was established to account for Powell Bill Funds which are derived from a one and three-fourths cents per gallon motor fuel tax. The State of North Carolina collects these monies and returns a proportionate share to local governments based on local street mileage and population. Expenditures from this fund are restricted to specific highway construction and maintenance costs.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute		\$ 16,919
Restricted by Grantor Requirements	\$404,401	138,423
Assigned:		
Appopr. for Subsequent Years' Exp	100,000	340,000
Total Fund Balances	<u>\$504,401</u>	<u>\$495,342</u>

**Cemetery Fund**

The Cemetery Fund is responsible for the operation and maintenance of three cemeteries. The cemeteries are perpetually endowed by the Perpetual Care Fund which receives one-fourth of all cemetery lot sales. All interest earned by the Perpetual Care Fund is restricted for operations of the Cemetery Fund.

<b>Fund Balances:</b>	<b>FY 2012</b>	<b>FY 2013</b>
Restricted:		
Stabilization by State Statute	\$10,673	\$22,112
Assigned:		
Appopr. for Subsequent Years' Exp		
Committed:		
For Cemetery Maintenance	<u>68,074</u>	<u>73,055</u>
Total Fund Balances	<u>\$78,747</u>	<u>\$95,167</u>

**Special Tax Districts Fund**

This fund was established to account for a special tax on property in the College Hill and Charles B. Aycock Historic Districts, as authorized by voter referendum at \$0.01 and \$0.05, respectively, in FY 2012 and FY 2013. A Business Improvement District (BID) is also supported in downtown Greensboro at \$0.09 per \$100 through FY 2012. The rate was reduced to \$0.08 per \$100 starting in FY 2013. \$39,000 and \$142,000 of the assigned amounts held for Aycock and College Hill, respectively, were appropriated for subsequent years' expenditures. Committed fund balance of \$1,216,617 in FY 2013 is allocated as follows: Aycock \$412,500, College Hill \$508,746 and BID \$295,371.

<b>Fund Balances:</b>	<b>FY 2012</b>	<b>FY 2013</b>
Restricted:		
Stabilization by State Statute	\$ 48,793	\$ 60,135
Committed:		
For Special Tax Districts	1,225,138	1,216,617
Assigned:		
Approp. for Subsequent Years' Exp	<u>181,000</u>	<u>181,000</u>
Total Fund Balances	<u>\$1,454,931</u>	<u>\$1,457,752</u>



### Hotel/Motel Occupancy Tax Fund

This fund was established to account for a 3% room occupancy tax levied on hotels and motels located within the City limits. This tax revenue is currently dedicated to debt service on certificates of participation and limited obligation bonds issued by the City to finance improvements at the Greensboro War Memorial Coliseum Complex, including the Greensboro Aquatic Center. Revenues are also derived from contributions from the Greensboro Tourism Development Authority to fund specific projects, as approved.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute	\$268,272	\$ 263,517
Committed :		
For Debt Service	204,059	971,788
Assigned :		
Appopr. for Subsequent Year's Exp.		
Total Fund Balances	<u>\$472,331</u>	<u>\$1,235,305</u>

### Community Development Fund

The purpose of the Community Development Fund is to account for projects financed primarily with Community Development Block Grant funds which are used for revitalization of low and moderate income areas. Grant funding is received on a reimbursement basis, following reporting of eligible expenditures. Deficit amounts are offset by federal/state grants receivable.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute	\$ 458,602	\$ 441,467
Unassigned	<u>(815,384)</u>	<u>(776,752)</u>
Total Fund Balances	<u>\$(356,782)</u>	<u>\$(335,285)</u>

### HOME Program Fund

The purpose of the HOME Program Fund is to account for projects financed with Housing and Urban Development grant funds which are used for revitalization of low and moderate income areas.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute	\$ 6,937	\$ 331,309
Unassigned	<u>(83,119)</u>	<u>(472,205)</u>
Total Fund Balances	<u>\$(76,182)</u>	<u>\$(140,896)</u>

**South Elm Street Redevelopment Fund**

The purpose of the South Elm Street Redevelopment Fund is to account for funds used to assess and remedy environmental contamination in order to implement planned redevelopment of properties in the South Elm Street area.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute	\$ 85	\$ 0
Committed:		
For Planning and CD	46,656	56,046
Unassigned:		
<b>Total Fund Balances</b>	<b><u>\$46,741</u></b>	<b><u>\$56,046</u></b>

**Housing Partnership Revolving Fund**

In FY 2012 and 2013, 0.70 cents and 0.069 cents, respectively, of the property tax rate was allocated to the Housing Partnership Revolving Fund. This revenue provides resources to fund low and moderate income housing initiatives approved by City Council, including grant/loan programs, construction/renovation projects, and cooperative efforts with private and not-for-profit organizations.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute	\$ 834,648	\$ 912,576
Committed:		
For Planning and CD	1,060,298	1,250,851
Assigned:		
Apprpr. for Subsequent Year's Exp.	8,510	21,460
<b>Total Fund Balances</b>	<b><u>\$1,903,456</u></b>	<b><u>\$2,184,887</u></b>

**Workforce Investment Act**

The purpose of the Workforce Investment Act is to account for Department of Labor grant funds used to establish programs for employment and classroom training activities.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute	\$ 397,659	\$ 264,757
Unassigned	(391,997)	(268,293)
<b>Total Fund Balances</b>	<b><u>\$ 5,662</u></b>	<b><u>\$ (3,536)</u></b>

### **State and Federal Grants Fund**

The purpose of the State and Federal Grants Fund is to account for various projects financed primarily with State or Federal aid.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute	\$2,366,015	\$ 2,667,016
Unassigned	<u>(1,378,654)</u>	<u>(2,129,942)</u>
Total Fund Balances	<u>\$ 987,361</u>	<u>\$ 537,074</u>

### **Stimulus Grants Project Fund**

The purpose of the Stimulus Grants Project Fund is to account for various projects financed primarily with federal stimulus (ARRA) funds.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute	\$ 589,376	\$ 486,110
Unassigned	<u>(123,106)</u>	<u>(510,991)</u>
Total Fund Balances	<u>\$ 466,270</u>	<u>\$(24,881)</u>

### **Emergency Telephone System Fund**

This fund oversees the activities of the Guilford Metro 911 Emergency Telephone System. The Guilford Metro 911 Communications became a separate City of Greensboro Department in July 2004. Because of state requirements, the operating budgets were divided in FY 2011 to segregate the communications/dispatching function from activities solely related to the 911 function. This fund is supported by 911 surcharge fees.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute	\$157,503	\$526,841
Committed:		
For 911 Program	266,215	181,235
Assigned:		
Appropriations for Subsequent Years' Exp.	<u>34,410</u>	<u>108,729</u>
Total Fund Balances	<u>\$458,128</u>	<u>\$816,805</u>

**Economic Development Fund**

The Economic Development Fund was created in FY 2013 with an allocation of \$0.25 cents of the property tax rate for economic development purposes. In FY 2014, the allocation was increased to \$0.50 cents of the tax rate.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Stabilization by State Statute	\$0	\$742,573
Committed:		
For Planning and CD	0	122,470
Total Fund Balances	\$0	\$865,043

## Capital Projects Fund

Capital Projects Funds are used to account for all major capital improvements primarily financed with the proceeds of general obligation bond sales. The funds presented in this section represent those which account for general government improvements. Improvements associated with proprietary operations are reported in the Enterprise Funds and Internal Service Funds sections. The "Series" associated with Bond Funds denotes the year the bonds were issued.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted:		
Restricted by Grantor Requirements – State Highway Allocation	\$ 2,417,455	\$ 2,373,202
Restricted by Bond Covenants – Street Improvement Bond Fund – 2003/06/08	10,069,017	5,643,278
Restricted by Bond Covenants – Parks and Recreation Bond Fund – 2003/05/06	3,877,846	2,483,070
Restricted by Bond Covenants – Public Transportation Bond Fund – Series 2003/05/08	404,209	300,932
Restricted by Bond Covenants – Neighborhood Redevelopment Bond Fund – Series 05/06	719,615	678,112
Restricted by Bond Covenants – Fire Station Bond Fund – Series 2008	(21,339)	(199,501)
Restricted by Bond Covenants – Library Facilities Bond Fund – Series 2008	390,339	(373,366)
Restricted by Bond Covenants – Economic Development Bond Fund – Series 2008	2,704,282	2,574,070
Restricted by Bond Covenants – Historical Museum Bond Fund – Series 2008	848,530	790,051
Restricted by Bond Covenants – War Memorial Stadium Bond Fund – Series 2008	1,410,640	1,383,075
Restricted by Bond Covenants – Parks and Recreation Bond Fund – Series 2010	597,875	(37,656)
Restricted by Bond Covenants – Street Improvement Bond Fund – Series 2010	1,670,847	(326,532)
Restricted by Bond Covenants – Natural Science Center – Series 2010	(574,575)	
Assigned:		
For Capital Projects – Street & Sidewalk Capital Projects	71,310	(1,258,578)
For Capital Projects – General Capital Improvement Fund	874,729	1,563,844
<b>Total Fund Balances</b>	<b>\$25,460,780</b>	<b>\$15,594,001</b>

**Perpetual Care Fund (Permanent Fund)**

The purpose of this fund is to account for monies to be used in the maintenance of the City's cemeteries. A contribution of one-fourth of all lot sales from the Cemetery Fund is the only funding source of this fund. Income earned from the investment of the assets of this fund is credited directly to the Cemetery Fund to partially defray the costs of cemetery operations under provisions of the City Charter. No part of the principal may be expended from this fund, which classifies this fund as a Nonexpendable Trust Fund. No expenses were recorded in this fund during the current year.

<b>Fund Balances:</b>	FY 2012	FY 2013
Nonspendable:		
Permanent Corpus	\$2,216,735	\$2,258,580
Total Fund Balances	\$2,216,735	\$2,258,580

## Enterprise Funds

Enterprise Funds are accounted for on a budgetary basis during the fiscal year but are converted to the full accrual basis at year-end. Fund balances below represent net assets of the systems (including property, plant and equipment/depreciation, net of outstanding debt and other liabilities) and have been restated to conform to the reporting format of the governmental funds.

### Water Resources Fund

The Water Resources Fund provides services to over 100,000 customers and is designed to be self-supporting. Revenues are sufficient to meet the operating expenses and to provide funds for water and sewer line construction and rehabilitation. These revenues are also used to provide for principal and interest on all water and sewer debt. Continued expansion of the water and sewer system has been necessary to provide for the increase in residential, commercial and industrial requirements along with certain regulatory requirements. Combined Enterprise System Revenue bonds outstanding are recorded in this fund. Debt service for the revenue bonds is paid from the system's user fees and not from the full faith and credit of the City (property tax levy).

<b>Fund Balances:</b>	FY 2012	FY 2013
(1) Nonspendable or Restricted	\$317,233,449	\$312,518,971
(1) Assigned:		
Appropriated for Subsequent Years' Exp	5,483,141	8,058,702
(1) Unassigned	23,749,805	18,787,500
<b><i>Operating Fund</i></b>	<b>346,466,395</b>	<b>339,365,173</b>
(2) Nonspendable or Restricted	315,755	173,724
(2) Unassigned:	6,264,458	6,414,705
<b><i>Capital Reserve Fund</i></b>	<b>6,580,213</b>	<b>6,588,429</b>
(3) Nonspendable or Restricted	38,355,053	51,245,674
(3) Assigned:		
For Capital Projects	21,066,928	20,982,138
<b><i>Capital Improvement Fund</i></b>	<b>59,421,981</b>	<b>72,227,812</b>
(4) Nonspendable or Restricted	6,395,316	7,903,197
(4) Assigned:		
For Capital Projects	(412,447)	4,288,974
<b><i>County Construction Fund</i></b>	<b>5,982,869</b>	<b>12,192,171</b>
(5) Nonspendable or Restricted	0	352,863
(5) Assigned:		
For Capital Projects	0	18,139,963
<b><i>Extension Fund</i></b>	<b>0</b>	<b>18,492,826</b>
(6) Nonspendable or Restricted Series 2007 Bonds	(1,193,744)	811,719
(6) Assigned:		
For Capital Projects	2,721,234	1,054,781
<b><i>Series 2007 Bond Fund</i></b>	<b>1,527,490</b>	<b>1,866,500</b>

(7) Nonspendable or Restricted Series 2009 Bonds	(2,905,402)	(1,084,350)
(7) Assigned:		
For Capital Projects	5,040,078	3,781,290
<i>Series 2009 Bond Fund</i>	2,134,676	2,696,940
(8) Nonspendable or Restricted	20,702,691	20,965,455
(8) Assigned:		
For Capital Projects	262,764	0
<i>Capital Improvement Fund- Incinerator Project</i>	20,965,455	20,965,455
Total Fund Balances	<u>\$443,079,079</u>	<u>\$474,395,306</u>

**Stormwater Management Fund**

This fund was established to account for the federally mandated program of stormwater system management, which is supported by a citywide stormwater fee.

<b>Fund Balances:</b>	FY 2012	FY 2013
(1) Nonspendable or Restricted	\$49,896,705	\$48,404,249
(1) Assigned:		
Appopr. for Subsequent Years' Exp		
(1) Unassigned	7,673,810	8,107,697
<i>Operating Fund</i>	57,570,515	56,511,946
(2) Nonspendable or Restricted	2,707,542	4,364,829
(2) Assigned:		
For Capital Projects	7,433,575	7,249,294
<i>Capital Improvements Fund</i>	10,141,117	11,614,123
Total Fund Balances	<u>\$67,711,632</u>	<u>\$68,126,069</u>

**War Memorial Coliseum Fund**

This fund administers monies necessary for the operation of the complex responsible for bringing top artists in the entertainment, educational and sports fields to Greensboro. The Coliseum Complex consists of an arena with a seating capacity of 23,300, an auditorium with a seating capacity of 2,400, meeting and exhibition facilities of 167,000 square feet, as well as a state of the art aquatic center. Contributions from catering agreements, Ticketmaster and proceeds from an energy efficiency financing agreement are recorded in the Coliseum Improvements (Capital Project) Fund. The complex is currently undergoing \$24 million in improvements, funded with Limited Obligation Notes. Debt service is repaid from Hotel/Motel occupancy receipts.

<b>Fund Balances:</b>	FY 2012	FY 2013
(1) Nonspendable or Restricted	\$35,379,761	\$51,191,960
(1) Unassigned	258,431	114,095
<i>Operating Fund</i>	35,638,192	51,306,055
(2) Nonspendable or Restricted	6,647,190	6,917,683
(2) Assigned:		



For Capital Projects	104,865	89,621
<b><i>Coliseum Improvements Fund</i></b>	<u>6,752,055</u>	<u>7,007,304</u>
(3) Nonspendable or Restricted	19,037,223	0
(3) Assigned:		
For Capital Projects	<u>(135,802)</u>	<u>0</u>
<b><i>Aquatic Center Bond Fund</i></b>	<u>18,901,421</u>	<u>0</u>
(4) Nonspendable or Restricted		5,043,108
(4) Assigned:		
For Capital Projects		<u>(550,582)</u>
<b><i>Coliseum Improvements Bond Fund</i></b>		<u>4,492,526</u>
Total Fund Balances	<u>\$61,291,668</u>	<u>\$62,805,885</u>

### **Solid Waste Management Fund**

This fund accounts for waste disposal and recycling operations of the City at the landfill and transfer station. Debt service on special obligation bonds issued in 2005 (\$8.4 million) to fund the construction of the transfer station is included in this fund. Closure and post-closure care costs for a landfill are maintained for 30+ years by the site owner and recorded in the financial statements.

<b>Fund Balances:</b>	FY 2012	FY 2013
(1) Nonspendable or Restricted	\$(15,491,877)	\$(13,618,478)
(1) Assigned:		
Appropriations for Subsequent Years' Exp	1,466,148	894,090
(1) Unassigned	<u>2,533,827</u>	<u>1,800,262</u>
<b><i>Operating Fund</i></b>	<u>(11,491,902)</u>	<u>(10,924,126)</u>
(2) Nonspendable or Restricted	1,232	1,014
(2) Unassigned	<u>514,215</u>	<u>628,592</u>
<b><i>Capital Reserve Fund</i></b>	<u>515,447</u>	<u>629,606</u>
(3) Nonspendable or Restricted	3,628,337	3,627,883
(3) Assigned:		
For Capital Projects	<u>(177,519)</u>	<u>(147,888)</u>
<b><i>Capital Improvements Fund</i></b>	<u>3,450,818</u>	<u>3,479,995</u>
Total Fund Balances	<u>\$ (7,525,637)</u>	<u>\$ (6,814,525)</u>

**Parking Facilities Fund**

This fund accounts for revenues and expenses related to City-owned parking garages, lots and curbside parking spaces. The City currently operates four parking garages providing over 2,800 parking spaces in the Center City area.

<b>Fund Balances:</b>	FY 2012	FY 2013
(1) Nonspendable or Restricted	\$13,391,262	\$12,562,540
(1) Assigned:		
Apprpr. for Subsequent Years' Exp	137,322	169,810
(1) Unassigned	<u>1,110,799</u>	<u>1,760,745</u>
<b><i>Operating Fund</i></b>	<b><u>14,639,383</u></b>	<b><u>14,493,095</u></b>
(2) Nonspendable or Restricted	661	1,140
(2) Unassigned	<u>627,133</u>	<u>624,679</u>
<b><i>Capital Reserve Fund</i></b>	<b><u>627,794</u></b>	<b><u>625,819</u></b>
(3) Nonspendable or Restricted	188,054	188,026
(3) Assigned:		
For Capital Projects	<u>53,487</u>	<u>53,375</u>
<b><i>Capital Improvements Fund</i></b>	<b><u>241,541</u></b>	<b><u>241,401</u></b>
<b>Total Fund Balances</b>	<b><u>\$15,508,718</u></b>	<b><u>\$15,360,315</u></b>

**Internal Service Funds**

Internal Service Funds are accounted for on a budgetary basis during the fiscal year but are converted to the full accrual basis at year-end. Fund balances below represent net assets of the funds (including property, plant and equipment/depreciation, net of outstanding debt and other liabilities) and have been restated to conform to the reporting format of the governmental funds.

**Equipment Services Fund**

This fund accounts for the costs of operating a maintenance facility and fueling services for on-road and off-road vehicles and equipment used by City departments. Departments are billed for the costs of operation. All vehicles and equipment are owned and replaced by the fund.

<b>Fund Balances:</b>	FY 2012	FY 2013
Nonspendable or Restricted	\$19,959,031	\$25,784,429
Assigned:		
Apprpr. for Subsequent Years' Exp	3,739,893	5,304,380
For Fire Truck Replacement	<u>3,764,158</u>	<u>1,236,258</u>

For Refuse Loader Replacement	5,814,487	2,237,147
Total Fund Balances	\$33,277,569	\$34,562,214

**Technical Services Fund**

This fund accounts for the City's two-way radio system and the Police mobile data system, including any peripheral equipment, except the computer hardware or software. The user departments are billed for the costs of operation.

<b>Fund Balances:</b>	FY 2012	FY 2013
(1) Nonspendable or Restricted	\$(2,935,099)	\$(2,983,293)
(1) Assigned:		
Apprpr. For Subsequent Years' Exp	162,900	
(1) Unassigned	2,303,595	3,303,762
<b><i>Operating Fund</i></b>	<b>(468,604)</b>	<b>320,469</b>
(2) Nonspendable or Restricted	1,623,055	5,165,519
(2) Assigned:		
For Capital Projects	3,685,298	2,628,625
<b><i>Capital Improvements Fund</i></b>	<b>5,308,353</b>	<b>7,794,144</b>
Total Fund Balances	\$4,839,749	\$ 8,114,613

**Information Systems Fund**

This fund accounts for the costs of operating, maintaining and supporting the City's network, server and telecommunications infrastructure. The user departments are billed for the costs of operation.

<b>Fund Balances:</b>	FY 2012	FY 2013
Nonspendable or Restricted	\$ 608,857	\$ 553,855
Assigned:		
Apprpr. For Subsequent Years' Exp	1,788,819	52,064
Unassigned	261,776	2,187,987
Total Fund Balances	\$2,659,452	\$2,793,906

**Graphic Services Fund**

This fund accounts for all in-house printing services provided to the City, Guilford County and other agencies. The cost of providing this service is billed to user departments.

<b>Fund Balances:</b>	FY 2012	FY 2013
Nonspendable or Restricted	\$ 7,262	\$16,319
Unassigned	94,320	51,301

Total Fund Balances	\$101,582	\$67,620
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**Employee Risk Retention Fund**

**This fund is maintained to pay employee and retiree health, life, dental and workers' compensation costs.** The City "self-funds" all claims made as well as administration costs from accumulated fund balances, except for Life insurance, which is a premium-based program. Any contemplated new benefits, such as Part-Time employee benefits which were initiated several years ago, along with all retiree benefits are paid from this fund. Third party administrators manage claims processing activities and provide reporting and analysis to City officials.

**Employees' and the City's contributions are deposited as revenue into this fund, with corresponding expenditures for the City's contributions charged to the various employees' departmental budget accounts in the fringe benefit line items.** Each year, an executive benefit review committee determines the amount that individual employees will pay, as well as the City's contributions to this fund toward benefits received. Periodically, Human Resources "bids out" administration of each of the benefit plans, as well as analyzes the makeup and types of benefits offered.

Every two years, an outside actuary performs a study to determine the amount of "reserve" balances to hold on hand for future workers compensation claims and we record an amount, within the range of estimates provided. In practice, we try to keep several months of health claim payments in reserve, based on recent health claims trends and to sustain us during years of significant claims increases. New accounting for retiree benefits (Other Post Employment Benefits – OPEB) was implemented in FY08 which will impact continued planning for this fund. In FY 2009 – FY 2013, \$8.5 million has been contributed to an OPEB Trust Fund, with investments administered by the State Treasurer, to pay future claims.

<b>Fund Balances:</b>	FY 2012	FY 2013
Nonspendable or Restricted	\$ 35,913	\$ 25,782
Assigned:		
Appopr. for Subsequent Years' Exp	2,269,862	2,539,373
Health and Life Program	6,984,995	4,101,741
Worker's Compensation Program	8,592,132	10,412,138
Dental Program	1,760,853	1,820,588
Total Fund Balances	\$19,643,755	\$18,899,622

**General Risk Retention Fund**

**This fund was established as a risk retention fund to accumulate claim reserves and to pay claims and administrative fees for general liability, vehicle liability, public official liability, law enforcement liability and underground storage tank liability.** Each department pays a portion of its budget to the fund, based on claims history and estimated future claim trends. Every two years, an actuary determines appropriate claim reserve levels and departmental rates may be adjusted, going forward. Claims of the City are handled and processed by an

independent third party adjuster, up to \$50,000. Claims above that amount are referred to the City Attorney's Office for consideration. Amounts primarily reported as "Nonspendable or Restricted" herein, are on deposit with the Local Government Excess Liability Fund (ELF), for self-funding of claims up to certain tiered amounts, on either a withdrawal or pay back basis

arrangement for five local governments in the area. Excess liability coverage for the City is derived from the self-funding balances on deposit with the ELF. Claims up to a \$100,000 retention are paid from the General Risk Retention Fund budget, with claims exceeding \$100,000 paid from the ELF.

<b>Fund Balances:</b>	FY 2012	FY 2013
Nonspendable or Restricted	\$15,687,342	\$15,865,365
Assigned:		
Apprpr. for Subsequent Years' Exp	279,987	533,339
For General Liability	2,308,357	1,401,930
For Auto Liability	3,277,412	2,537,450
For Public Officials Liability	2,874,614	1,624,833
For Law Enforcement Liability	2,979,493	1,782,499
For Underground Storage Tanks	34,503	25,485
<b>Total Fund Balances</b>	<b>\$27,441,708</b>	<b>\$23,770,901</b>

### **Capital Leasing Fund**

This fund was established to account for major equipment and computer-related purchases financed with lease-purchase agreements, property acquisitions, and energy efficiency financing transactions.

<b>Fund Balances:</b>	FY 2012	FY 2013
Nonspendable or Restricted	\$1,339,552	\$1,950,463
Assigned:		
Apprpr. for Subsequent Years' Exp	200,000	1,435,323
For Equip Purchases, Property Trans.	1,764,159	903,943
<b>Total Fund Balances</b>	<b>\$3,303,711</b>	<b>\$4,289,729</b>

### **Guilford Metro Communications Fund**

This fund was established in FY 2011 to account for communications/dispatching, separate from actual 911 activities. The fund is supported by contributions from the City of Greensboro General Fund and Guilford County.

<b>Fund Balances:</b>	FY 2012	FY 2013
Nonspendable or Restricted	\$ (77,244)	\$ (79,680)
Assigned:		
Apprpr. for Subsequent Years' Exp	878,118	1,040,551
Unassigned	706,097	89,844

Total Fund Balances	\$1,506,971	\$1,050,715
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**Police Special Separation Allowance Fund (Trust Fund)**

This fund was established to account for special separation (pension) benefits, payable semi-monthly, to qualified law enforcement officers. The City is required to provide such benefits until each qualified law enforcement officer attains age 62. The City's contributions to this fund have been actuarially determined and will be funded by fringe benefit charges based on active police officers' salaries. The projected benefits are 27.5% funded as of June 30, 2013.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted for Police Pension Benefits	\$6,091,540	\$6,091,861

**Other Post Employment Benefits Trust Fund (OPEB Trust Fund)**

This fund was established to account for assets held in trust for retirees and beneficiaries for certain health and life benefits following an employee's retirement. The City's contributions to this fund have been actuarially determined and cannot be used to satisfy any other obligations of the City. The projected benefits are 10.3% funded as of June 30, 2013.

<b>Fund Balances:</b>	FY 2012	FY 2013
Restricted for OPEB Benefits	\$5,385,473	\$8,577,807

**Component Units (Other Funds)**

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**Greensboro Transit Authority**

The Greensboro Transit Authority (GTA) is responsible for operating the mass transit system in the municipal area. The members of the GTA's governing board are appointed by City Council. City Council approves GTA's budget, transit rates and maintains substantive approval over significant operating decisions. Transit taxes of \$0.035, \$0.0337, and \$0.0334 per \$100 of assessed property valuation were levied under the taxing authority of the City and are included as part of the City's total tax levy in FY 2011, FY 2012, and FY 2013 respectively. GTA outsources transit operations to a third party contractor. Certain Federal and State grants are awarded to the City from the Department of Transportation to conduct transportation planning activities, as well as purchase capital items and operate special transportation programs such as HEAT buses to connect the City's colleges and universities. Additional grant funding was received to construct The Depot, Greensboro's multimodal transportation center and a new GTA maintenance facility, which are currently operational.

<b>Fund Balances:</b>	FY 2012	FY 2013
Nonspendable or Restricted:		
<i>Operating Fund</i>	\$47,332,621	\$44,362,417
<i>Planning and Grant Fund</i>	22,188,249	18,936,185
Assigned:		
Appopr. for Subs Years' Exp:		
<i>Operating Fund</i>	371,098	875,645
Unassigned:		
<i>Operating Fund</i>	2,809,373	3,612,357
<i>Planning and Grant Fund</i>	(45,807)	237,116
Total Fund Balances	<u>\$72,655,534</u>	<u>\$68,023,720</u>



March 13, 2014

**TO:** Jim Westmoreland, City Manager  
**FROM:** Rick Lusk, Finance Director  
**SUBJECT:** Contract Approval Process

In FY11-12, City Council broadened their contract approval authority to include approval of all contracts over \$300,000, whereas previously, Council only approved construction contracts above that amount (Sec. 4.21 of City Charter and Sec. 2-90 of City Code of Ordinances). At the same time, a resolution was adopted to require Council approval for all budget adjustments above \$50,000. These are reported in detail, however, grouped together in a single approval item near the end of the Consent Agenda. In addition, detail of budget adjustments under \$50,000 are reported to City Council at each meeting as well as all City disbursements greater than \$10,000 are reported, monthly.

Construction contract "change orders" greater than \$20,000 require City Council approval. For all other types of contracts, if the change order would cause the contract to exceed \$300,000, it would be included on the Council agenda for approval.

The City Manager may approve any contract under \$300,000 without City Council approval and Department Directors or their designee, may approve contracts up to \$20,000. In the City Manager's discretion, however, any contract under these thresholds that holds special interest, involves a policy decision, or is deemed controversial may be taken to City Council for approval action.





March 7, 2014

**TO:** Jim Westmoreland, City Manager

**FROM:** Susan Crotts, Centralized Contracting Division and Grants Manager

**SUBJECT:** Grant Application Authorization Request for 2015 NC Governor's Highway Safety Program Grant

On February 21, 2013, the Greensboro Police Department submitted an application to the NC Governor's Highway Safety Program Grant in the amount of \$21,723, which includes a 50% match of \$10,861. The NC Governor's Highway Grant supports highway safety awareness and helps reduce the number of traffic crashes in the state of North Carolina. The Greensboro Police Department Traffic Safety Unit would like to utilize this grant to assist with education initiatives. If the application is approved and the grant awarded, the City would be eligible to use these grant funds for the purpose of purchasing software and equipment for video productions, theatrical make-up, promotional items and advertisement wrap for two trailers.

As a proactive measure, the Traffic Safety Education Program strives to educate and change perceptions about the dangers of texting and driving. Officers find the time spent educating the public compared to the consequences of serious traffic accidents and violations are a worthy investment. Increased education leads to a change in habits and, ultimately, a decline in fatalities on our roads. For these reasons, youth have been selected as the participants, project partners and the target audience for the most recent education initiative "A MSG 2 DIE 4".

The "A MSG 2 Die 4" Program targets the Guilford County School System's 73,535 students, ages 5-18. The program begins by exposing students to four short videos written, directed by and starring theatre arts students. Through these vignettes, the students share glimpses into the life of fictitious peer, Abby, who has a bad habit of texting and driving. Each video depicts different aspects of Abby's life and creates a character that high school students relate to. The learning experience culminates with a live crash scenario simulating public safety managing a fatal accident.

This item will be placed on the March 18<sup>th</sup> City Council agenda for your consideration. If you have questions in the meantime, please contact Captain B.L. James at 336-433-7380.

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March 12, 2014

**TO:** David Parrish, Assistant City Manager  
**FROM:** Stephen Carter, Business and Parking Manager  
**SUBJECT:** Proposed Downtown Solar Powered Electric Vehicle Charging Station

The Transportation Department has placed a resolution on the March 18, 2014, Council agenda requesting that City Council authorize the City Manager to enter into an agreement with Brightfield Transportation Solutions for the installation, maintenance, and operation of a solar powered electric vehicle (EV) charging station.

Brightfield Transportation Solutions is a company located in Asheville, NC with the mission of designing and deploying durable solar-integrated electric EV infrastructure and advancing the EV market development. Indications are that the EV market is poised to expand significantly over the next 10 years, especially in the Raleigh to Durham to Greensboro to Charlotte "Crescent" area. Brightfield approached the Transportation Department about participating in a public-private partnership that would allow for the construction of a solar powered EV charging station in a City parking lot. After reviewing several options and criteria, including an area with abundant sunshine, the preferred location is the Elm-Greene Street parking lot.

The proposed agreement will allow Brightfield to construct and operate a solar powered EV charging station in the Elm-Greene Street parking lot. The charging station will consist of a shelter covered with solar panels and will include two Level 2 electric vehicle chargers and a DC fast charger. The City will lease this space to Brightfield for \$1.00 per year for a period of ten years. During this time, Brightfield will be responsible for all maintenance and operations expenses associated with the charging station. There will be no charge to the City for the construction of this charging station. At the end of the ten-year lease, the City has the option of extending the lease, buying the equipment at "fair market value," or having the equipment removed.

During the first two years of the agreement, parking spaces adjacent to the charging station will be non-restrictive, meaning non-electric vehicles will be allowed to park in those spaces. There will be signage asking that spaces adjacent to the charging station be left available for electric vehicles if other parking is available. Beginning in year three of the agreement, one space will be restricted to electric vehicles only. The need to restrict additional spaces will be reviewed on an annual basis with additional spaces potentially being designated as demand increases.

Parking Operations does not expect a decrease in revenue, as parking is readily available in this lot during the hours in which the City charges for parking.

Customers parking at the charging station will be required to pay the normal hourly parking rate for the parking lot. In addition to the parking fees, those plugging into the charging station will be charged a nominal fee for the charging event. Fees for the charging event will be paid via the ChargePoint Network. Typically, customers of this network will use a radio frequency identification (RFID) card to activate the charging station. Payment for the charging event will then be deducted from their ChargePoint account.

GDOT parking staff along with Brightfield representatives invited property owners who surround the Elm-Greene Street parking lot to a meeting to review the proposal. The property owners who attended the meeting were in favor of the solar powered EV charging stations and view the stations, as an added attraction/amenity to downtown. Following the meeting, GDOT parking staff e-mailed the surrounding property owners about the proposed solar powered EV charging stations seeking additional input from those that could not attend. We have not heard any negative responses, which we think is due to the fact that there will be very little disruption with the installation of the EV charging stations and the net impact to the number of parking spaces available to downtown patrons will be very minimal.

The preliminary site plans for the proposed charging station are attached along with additional information about Brightfield Transportation Solutions. Transportation staff believes that this public/private partnership represents a great opportunity to provide a new and environmentally friendly service to residents and visitors of Greensboro at no cost to the City. Please let me know if you have any questions.

SC

Attachments

cc: Adam Fischer, P.E., Director of Transportation  
Robin Davenport, Parking Manager



# BrightField™ Transportation Solutions

Brightfield® Transportation Solutions designs and deploys solar-integrated electric vehicle charging infrastructure to meet client needs and advance electric vehicle market development.

Our patent-pending Brightfield Charging Stations are equipped with a solar canopy that harnesses grid-tied solar power and networked Electric Vehicle (EV) chargers that dispense reliable electricity to charge electric vehicles day or night, rain or shine. We call it the Solar Driven® Experience.

## Our Brightfield® Charging Stations are

- ✔ **Durable**—designed and manufactured to stand the test of time.
- ✔ **Intelligent**—integrates grid-tied solar power production with networked EV charging infrastructure.
- ✔ **Scalable**—engineered to provide scalable charging infrastructure solutions to meet client needs now and in the future.
- ✔ **Customizable**—conveys with integrity a corporation's or institution's unique brand commitment to sustainability and innovation.

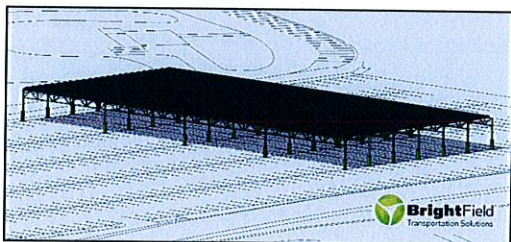
**Brightfield® Product Line** - We provide **turn-key installations and kits** with Brightfield support to dovetail with existing facilities and construction teams.



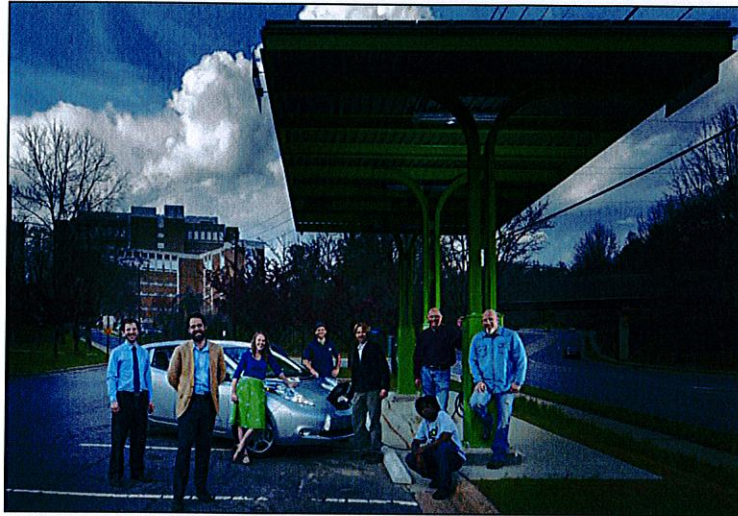
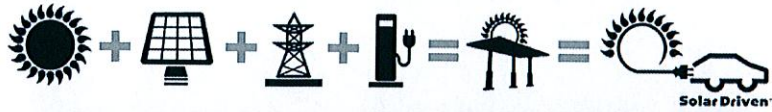
**T1** - Our 2 kilowatt Brightfield® provides 10,000 miles of solar fuel annually and can accommodate up to 3 Level-2 chargers. This system is ideal for lower frequency or congested sites.

## **T2 and T3** -

Our 5 kilowatt Brightfield® provides 30,000 miles of solar fuel annually and can accommodate up to 6 Level-2 chargers. This Brightfield® provides chargers and consumers with protection from the elements, and clients with an innovative and brand able infrastructure.



**T4** - Our large parking lot Brightfield® ranges from 30 kilowatts to whatever is needed to meet client demand. This system is ready for deployment today and represents the future of the Solar Driven® Experience.



## Brightfield® Charging Station Benefits

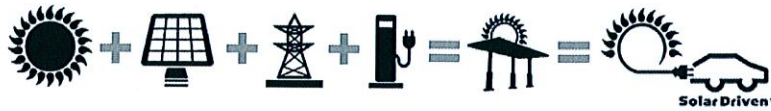
- ✔ **Brightfields provide clients with 3 potential revenue streams:** EV charger revenue from consumers plugging in, either selling renewable energy to the utility or using renewable energy in your building to reduce electricity costs, selling Renewable Energy Credits (REC);
- ✔ **Brightfields leverage multiple tax benefits** to provide clients accelerated returns;
- ✔ **Brightfields inspire consumers** by showing how to shift from oil dependence towards a Solar Driven® future;
- ✔ **Brightfields create marketing and public relations opportunities** as high profile and interactive demonstrations of client's commitment to sustainability and innovation;
- ✔ **Brightfields are fully networked** so consumers can locate charging stations on web-based maps via car and/or phone navigation systems;
- ✔ **Brightfields' solar production and EV charger use are tracked and tabulated** in real-time via our Solar Driven® Reporter giving clients the ability to quantify environmental benefits including carbon emission and air pollution reductions;
- ✔ **Brightfields offer clients branding opportunities** and are available in a variety of colors;
- ✔ **Brightfield are durable** including 25 year manufacturer warranty on all PV equipment, 25 year warranty on Brightfield structure, and variable manufacturer warranties on EV chargers;
- ✔ **Brightfields are fabricated in North Carolina** with components **made in America.**

In addition to our turnkey Brightfield® Charging Stations, we offer a range of quality EV chargers from:

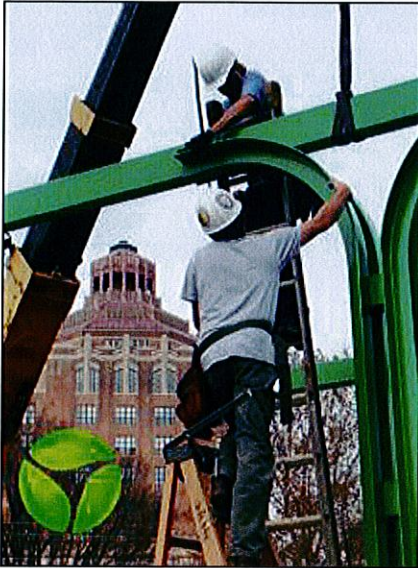
**-chargepoint+**

**F** Fuji Electric

**CLIPPERCREEK**  
THE Electric Vehicle Charging Station



## Five Steps to Solar Driven® Success



Transitioning from traditional transportation infrastructure to an EV future is complex, but need not be complicated. Let us help.

### Step 1 - Explore

Our Solar Driven® Calculator is a powerful interactive tool that helps clients understand the direct benefits Brightfield Charging Stations provide to them, and the indirect benefits provided to customers, EV drivers, and the community at large.

### Step 2 – Consult

BTS works with clients' to identify project goals and needs. Consulting services include triple bottom line analysis, financial modeling, product specifications, site analysis and schematic design.

### Step 3 – Plan

BTS works with clients to create a comprehensive site plan including civil, electrical and structural engineering.

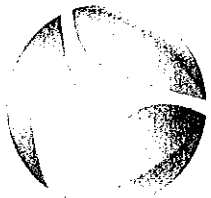
### Step 4 – Build

BTS provides a turn-key Brightfield installation or works with client resources when available to reduce construction costs. Either way, BTS procures equipment, fabricates stations, delivers Brightfields to the site, oversees installation and commissioning, and helps coordinate press events.

### Step 5 – Demonstrate

Brightfield Charging Stations dramatically reduce the impacts transportation has on the environment. The Solar Driven® Reporter is a customized widget embeddable on clients' websites that communicates to consumers the direct real-time environmental benefits the Brightfield creates.





# BrightField™

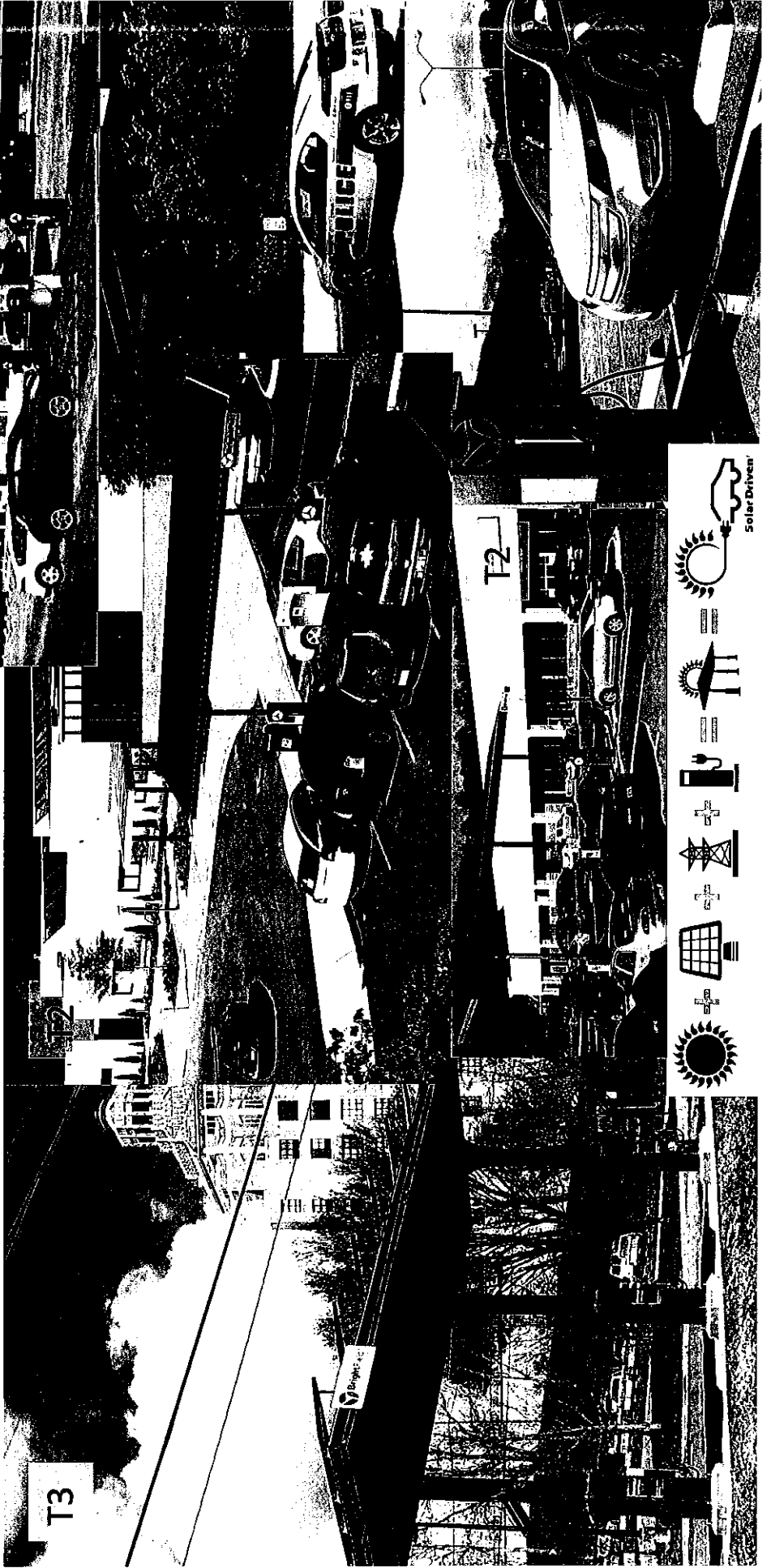
Transportation Solutions

Preliminary Site Plans for: **City of Greensboro, NC.**  
**BTS Solar Driven Experience 1 Proposed Site, Elm  
McGee Public Lot**

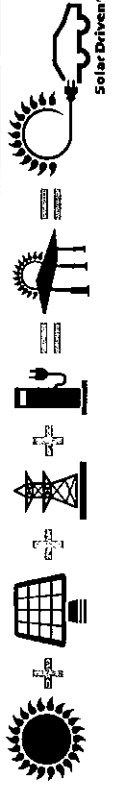
T3



T3



T2



## 5KW DC Brightfield Specifications – all sites unless specified

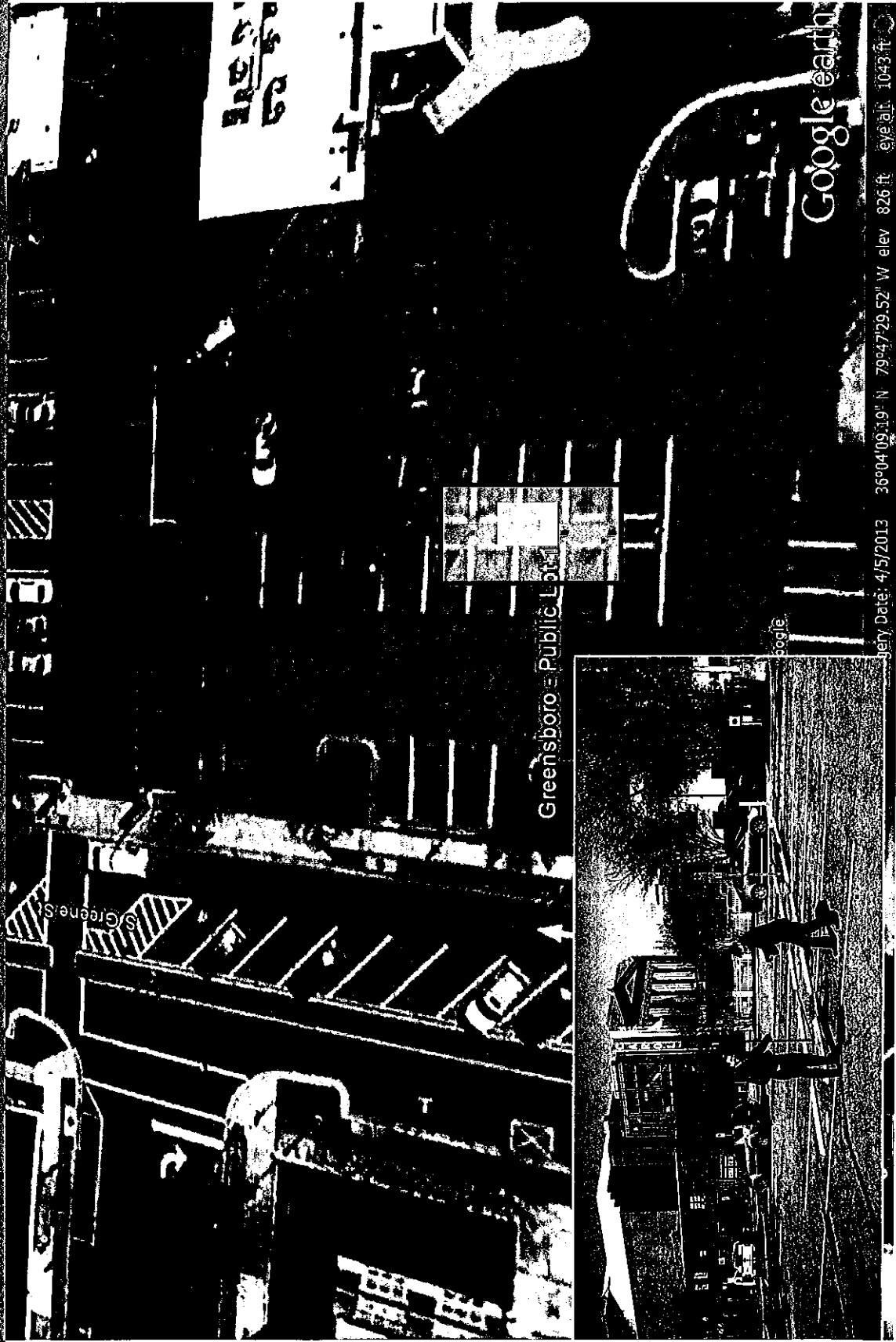
- Canopy dimensions 17' X 36' (T3)
  - Minimum ground clearance is 12'
  - 5000 Watt (21 panel) PV array
  - 1 or 2- Networked ChargePoint L2 Charger(s); L2 cord is 18'
  - 1- Fuji 25KW DC Fast Charger; DCFC cord is 15'
  - Bi-directional sub-meter is ideal on most sites - or - new utility meters in name of BTS.
- 
- 24-hour public access for public vehicles.
  - High utilization locations are critical for success of project
  - Point of interconnection with building is ideal. Otherwise utility interconnection will occur.
  - Multiple sided access is ideal, although single-sided access will be considered
  - Free of underground utilities and overhead wires
  - No large trees to south of array
  - Possible future expansion

## Siting Specifications





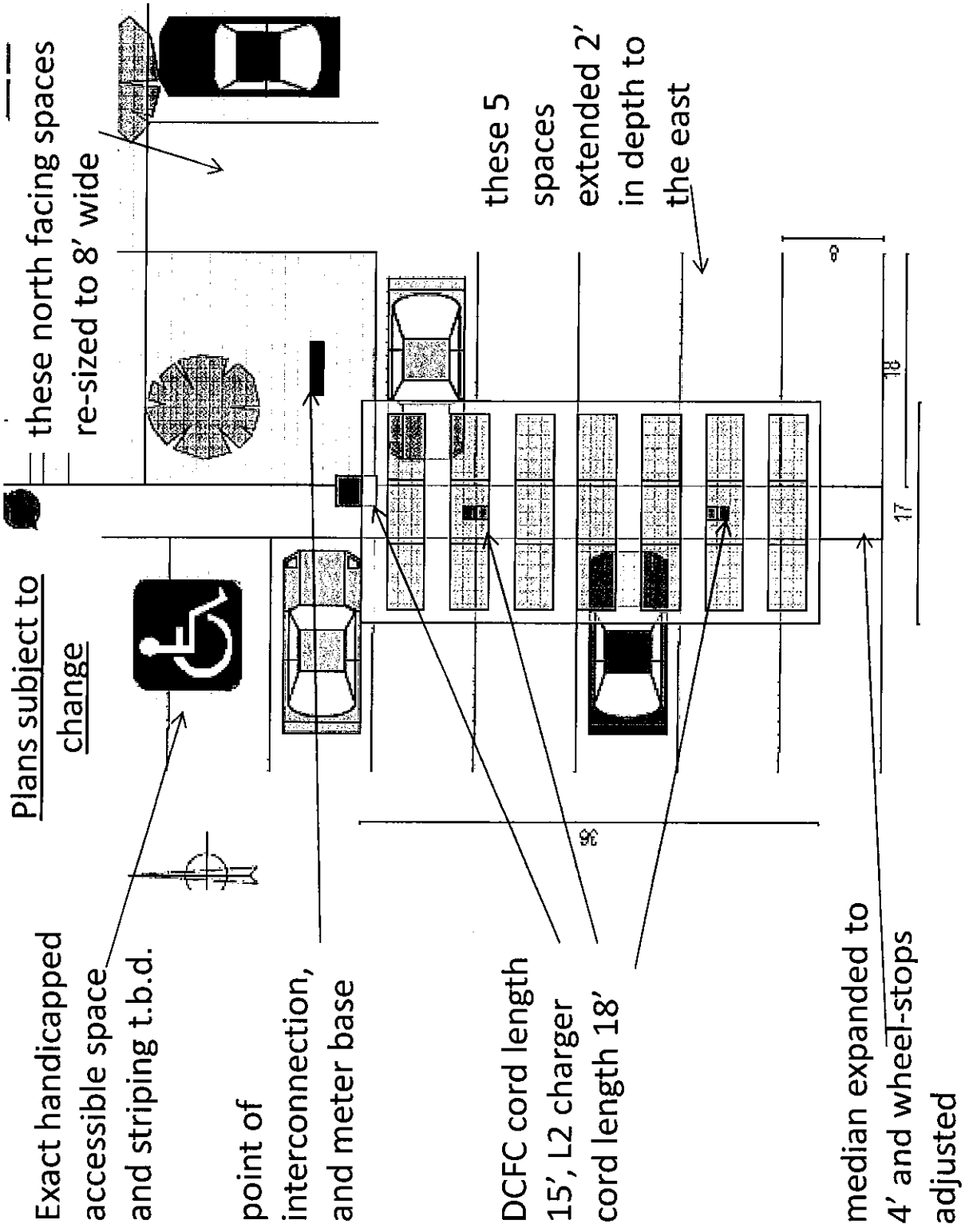
Greensboro, NC: Elm McGee Public Lot, slide 1



Greensboro = Public Lot

Google

Query Date: 4/5/2013 36°04'09.19" N 79°47'29.52" W elev 826 ft eye alt 1043 ft



1 grid = 1 ft

Greensboro, NC. Elm-McGee Public Lot, slide 3



This is a 6'x6 meter base that can double as sustainability messaging and signage on the lot-facing side.

We may be able to use combo-meter bases to avoid this step.

T3 Brightfield® US Patents Pending.



**From:** Tom Terrell <[Tom.Terrell@smithmoorelaw.com](mailto:Tom.Terrell@smithmoorelaw.com)>  
**Date:** March 14, 2014 at 2:05:43 PM EDT  
**To:** "Kirkman, Mike" <[Michael.Kirkman@greensboro-nc.gov](mailto:Michael.Kirkman@greensboro-nc.gov)>  
**Subject:** **Withdrawal of Zoning Case Z-14-01-005**

Dear Mike,

CAP Development, LLC hereby withdraws rezoning application Z-14-01-005 for the 6.77 acres at the corner of Hobbs Road and W. Friendly Avenue.

Tom Terrell

Thomas E. Terrell, Jr.  
**Smith Moore Leatherwood LLP**  
300 North Greene Street  
Suite 1400  
Greensboro, NC 27401  
336.378.5412 (voice)  
336.433.7482 (direct fax)  
[www.smithmoorelaw.com](http://www.smithmoorelaw.com)



**SMITH MOORE  
LEATHERWOOD®**



**CITY OF GREENSBORO  
FOR IMMEDIATE RELEASE**

Contact: Donnie Turlington  
Phone: 336-373-3769

### ***City Hosts Rail Trespassers Safety Summit Monday***

GREENSBORO, NC (March 14, 2014) – The City of Greensboro is convening rail, law enforcement, engineering, safety researchers, and community and regional business and service representatives from the state and city Monday, March 17, for the first-ever Greensboro Rail Trespassers Safety Initiative Summit. The event, which starts at 8:45 am at the Public Safety Training Facility, 1510 N. Church St., is designed to serve as a launching pad for the development of innovative ideas and strategies to help eliminate accidents and deaths involving trespassers on Greensboro's stretch of railways.

The Summit kickoff is the first of three planned meetings that will occur over the next several months with a focus on improving railway safety in trouble spots in Greensboro, preventing incidents involving youth, and educating the public about the dangers of trespassing on railroad tracks. "There has never been a meeting of the minds like this one with a focus on preventing rail trespasser deaths in Greensboro," says City Manager Jim Westmoreland who is organizing the Summit. "In 2013 alone, 20 people were killed by trains in North Carolina and three of these fatalities were in Greensboro. It's an ongoing issue that I believe can be improved and the Summit's are our effort to bring the right people together to brainstorm and implement improvement measures."

(MORE)

## Rail Summit - 2

Cheryl McQueary, who was appointed by Governor Pat McCrory in 2013 to the North Carolina Board of Transportation, and North Carolina Railroad Company Board Member Bob Brown will serve as event speakers, along with Greensboro Mayor Nancy Vaughan and Westmoreland. Representatives from the City, the North Carolina Railroad Company, North Carolina Department of Transportation, the Federal Railroad Administration, AmTrak, Norfolk Southern, and area/regional service agencies and businesses are scheduled to attend.

# # #

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The City works with the community to improve the quality of life for residents through inclusion, diversity, and trust. As the seventh largest employer in Greensboro, the City has a professional staff of 2,800 employees who maintain the values of honesty, integrity, stewardship, and respect. The City is governed by a council-manager form of government with a mayor and eight council members. For more information on the City, visit [www.greensboro-nc.gov](http://www.greensboro-nc.gov) or call 336-373-CITY (2489).



**CITY OF GREENSBORO  
FOR IMMEDIATE RELEASE**

Contact: Donnie Turlington  
Phone: 336-373-3769

### ***CRC Enhancement Committee Meets March 19***

GREENSBORO, NC (March 14, 2014) – The second meeting of Greensboro City Council's committee looking at ways to improve the City's complaint review process is set for 5 pm on Wednesday, March 19. The meeting will air live on Greensboro Television Network.

Among its initiatives, the CRC Enhancement Committee is reviewing the current complaint review process and seeking ways to better streamline it, identifying any needed changes to the CRC committee structure, and determining if there are improvements needed to the way complaints are filed. There is a public comment period during the committee meeting for residents to offer their suggestions and feedback about how the CRC can be strengthened.

The CRC is made up of residents appointed by the Human Relations Commission. The CRC reviews and assesses the findings of the Greensboro Police Department's Professional Standards Division (PSD). Complaints filed by residents against members of the police department are investigated by PSD. If not satisfied by the results of a PSD investigation, a resident can request the CRC review the matter.

For more information about the CRC, visit [www.greensboro-nc.gov/CRC](http://www.greensboro-nc.gov/CRC).

# # #

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The City works with the community to improve the quality of life for residents through inclusion, diversity, and trust. As the seventh largest employer in Greensboro, the City has a professional staff of 2,800 employees who maintain the values of honesty, integrity, stewardship, and respect. The City is governed by a council-manager form of government with a mayor and eight council members. For more information on the City, visit [www.greensboro-nc.gov](http://www.greensboro-nc.gov) or call 336-373-CITY (2489).



Field Operations Department  
City of Greensboro



March 12, 2014

**TO:** Jim Westmoreland, City Manager  
David Parrish, Assistant City Manager

**FROM:** Dale Wyrick, P.E., Director of Field Operations

**SUBJECT: Activation of Pre-Positioned Storm Debris Removal Contract**

In response to the large amount of storm debris generated from the March 7, 2014, snow and ice storm, Field Operations will activate a pre-positioned contract for the removal of curbside storm debris. Beginning Monday, March 17, 2014, Crowder Gulf will mobilize to Greensboro to supplement the work begun with City crews. Staff estimates about 8,000 tons of storm debris was generated by this storm and City crews from Field Operations and Water Resources have collected about 800 tons through Thursday, March 13.

Field Operations has waived curbside yard waste restrictions through March 28, 2014, for all Greensboro residents. It is important that residents place their storm debris at or near the curb for collection during this time. Crowder Gulf will make at least two passes through the City over the next several weeks.

The White Street Landfill, 2503 White Street, has waived tipping fees for residents who haul their storm debris to the Landfill Compost Facility. Citizens have brought nearly 150 tons of storm debris to the landfill through March 13. Residents are encouraged to bring their debris to the landfill and show proof of residency at the scale house with a valid NC driver's license for free disposal through March 22, 2014.

If further is required, please advise.

DW

cc: Chris Marriott, Deputy Director of Field Operations



March 14, 2014

**TO:** Chris Wilson, Interim Assistant City Manager

**FROM:** Wade Walcutt, Interim Director

**SUBJECT: College Commission**

Recognizing that the City of Greensboro is home to seven higher education institutions and with the understanding that there is a desire to engage and promote civic involvement, Greensboro's City Council adopted a resolution on December 17, 2013, to develop a College Commission (CC). The CC, under the management of the Parks and Recreation Department and in conjunction with multiple departments, will serve as an advisory group of students from the seven higher education campuses working to provide insight to the City as to what will engage, attract and retain students in our community.

The College Commission will be driven by a concentration on the following five key objectives:

1. Develop and share ideas that enhance a vibrant and engaging community.
2. Elevate the quality of off-campus experiences through programming and events.
3. Connect students and recent alumni to the community's workforce through internships, practicum, job and volunteer opportunities.
4. Enhance opportunities of economic impact through cross-campus collaboration.
5. Serve as a connective/succession piece between the City's departments and the Greensboro Youth Council, Action Greensboro's synerG organization of young adults, City Academy, and the Parks and Recreation Commission (PRC).

Membership will be a collaborative effort between the City and representatives of each college / university, and be comprised of two members from each of the seven institutions (14 total members). Additionally, membership is encouraged to be extended to students who have demonstrated an interest in civic involvement, as well as dedicated participation on their respective campus clubs and/or associations, such as student government associations.

Additional recommended components of the College Commission are as follows:

- Members must be enrolled full-time in one of the seven institutions.
- The term of office is (1) year or until a successor is appointed and qualified with a maximum of a (4) year term.
- Members shall elect a Chairperson, Vice-Chairperson, and a Secretary. The Chairperson and Vice-Chairperson are selected from the CC members, while the Secretary can also be selected from the City's employees. The Chairperson's term of office is for one (1) year, but shall serve until a successor is elected. The Vice-Chairperson's term of office is for one (1)

year and shall expire simultaneously with that of the Chairperson. The Secretary's term is also for one (1) year and may be re-elected.

- Orientation with staff is mandatory
- Members of the Commission serve without compensation.
- Councilmember Jamal Fox will serve as the liaison between the Council and the CC, as they will report to the City Council at least once during the year.

Regular meetings of the Commission will be held monthly, unless there is not sufficient business to warrant a meeting. No more than ninety (90) days should expire without a regular meeting of the CC. The location of the meetings will be held at the Parks and Recreation Headquarters, 1001 Fourth Street, or at another Parks and Recreation facility, as agreed upon by the CC. Meetings require a quorum of five (5), but in addition, the concurring vote of five (5) members is required for any official action. All meetings must be conducted in accordance with the open meetings law.

Next Steps include:

- Present to the colleges and universities to seek feedback and guidance on the CC development process.
- Develop orientation program for CC members.
- Create draft of by-laws for the Commission, to be further developed and approved by the CC members.
- Develop communication/marketing plan between the City and the higher education institutions to assist with promotion and successful launch.

WW



March 14, 2014

**TO:** David Parrish, Assistant City Manager

**FROM:** Sue Schwartz, FAICP, Director

**SUBJECT:** Design Link Workshops, Lawndale Drive Corridor Plan, Phase I

A series of design workshops for the first phase of the Lawndale Drive Corridor Plan have been scheduled for March 19, 2014 through March 22, 2014. These workshops will be conducted by Design Link, a program of the Center for Creative Economy as part of the Piedmont Together regional sustainability plan. The workshops will be held at the Lewis Recreation Center, located at 3110 Forest Lawn Drive.

Each session will be interactive and focus on a variety of topics as noted below:

Wednesday, March 19, 2014, 9:30 am - 11:30 am and 4 pm - 6 pm

Topics:

- Introduction to Sustainable Development
- Market Analysis
- Adaptive Reuse of Sears Building
- Transitions from Commercial or Residential Uses

Thursday, March 20, 2014, 9:30 am - 11:30 am and 4 pm - 6 pm

Topics:

- Residential Development Types
- Lawndale's Transportation Assets

Saturday, March 22, 2014, 9:30 am - 11:30 am

Topics:

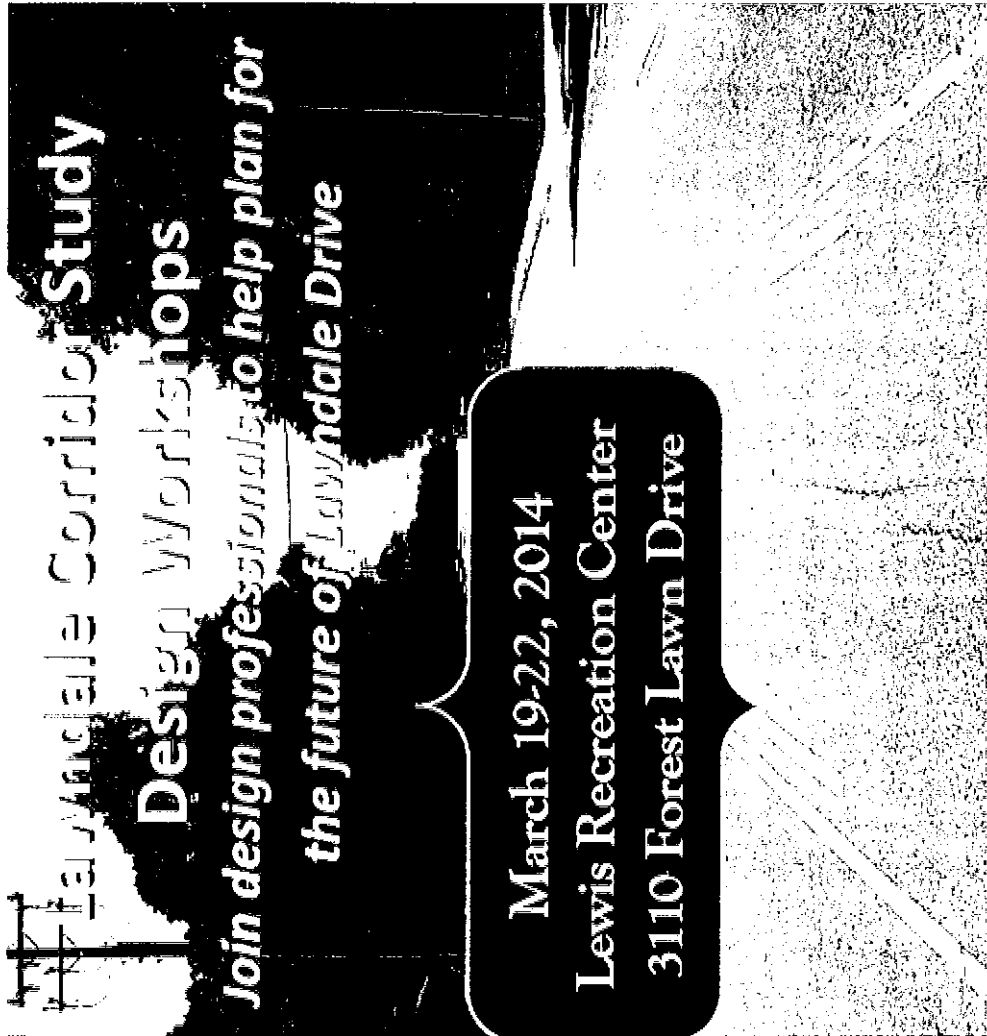
- Final Presentation
- Community Feedback
- Next Steps

The morning and evening sessions on each day will cover the same material. These are not "drop in" sessions but are designed for participation throughout the two hours. Outreach to residents and property owners have included several mailings, an email distribution list and an online survey. The workshop flyer is attached.

This is the first of four in-depth study phases of the Lawndale Drive Corridor. This first phase covers a section of Lawndale Drive from Cornwallis Drive to Cone Boulevard and is expected to be completed by the fall of 2014. The entire study area extends more than three miles north to the future interchange with the Urban Loop in the area of Cotswold Avenue.

The primary objectives of the corridor study is the development of a shared vision for the future character of the corridor, and creation of tools and strategies that support stability in adjacent neighborhoods while accommodating quality growth along the Lawndale Drive corridor.

<b>Phase</b>	<b>Focus Area</b>	<b>Status</b>
	Overview of Study Area, Data Collection & Analysis	Complete
I	Kirkwood Activity Center (Cornwallis to Cone Boulevard)	Underway
II	Park District (Tall Oaks to Cottage Place)	Anticipated 2014
III	Pisgah Church Activity Center (Lawndale Drive and Pisgah Church Road)	Anticipated 2015
IV	Urban Loop Activity Center (Cottage Place to Regents Park)	Anticipated 2016



# Laylandale Corridor Study

## Design Workshops

Join design professionals to help plan for the future of Laylandale Drive

March 19-22, 2014  
 Lewis Recreation Center  
 3110 Forest Lawn Drive

CENTER  
 CREATIVE  
 ECONOMY

**DESIGNLINK**



**PIEDMONT**  
 together

Wednesday / March 19  
 8:30 am - 11:30 am

- Introduction to Sustainable Development
- Market Analysis

Thursday / March 20  
 8:30 am - 11:30 am

- Visioning
- Conceptual Framework
- Site Plan

Friday / March 21  
 8:30 am - 11:30 am

- Final Presentation
- Community Feedback
- Next Steps

Saturday / March 22  
 8:30 am - 11:30 am

Light refreshments will be available at each session.



March 10, 2014

**TO:** David Parish, Assistant City Manager  
**FROM:** Butch Simmons, Director  
**SUBJECT:** Building Inspection System Upgrade

Development Services Division has just released a new update to its Building Inspection System with two new features requested by developers and contractors. The updates include the ability to enter two additional email addresses on the contractor's account and the ability to link trade permits (plumbing, mechanical, and electrical) to their associated building permit.

The additional email contacts will allow the contractor to include more of their staff for notifications on inspection results to improve communication and avoid project delays.

Furthermore, trade contractors will now have the ability to link their electrical, plumbing or mechanical permit to the associate building permit. The system will provide a list of active building permits at the project address from which the trade contractor can make the appropriate selection. With this link the building contractor will now receive notifications of inspection results on associated trade permits.

These additional features will save developers and contractors time and money through improved communications between building and trade contractors, enabling better scheduling and completing projects in a timely manner.

We are committed to enhance our system by making it more efficient and user friendly and welcome any feedback and suggestions to our improve customer experience.

WS



# Current Public Records Requests Update March 14, 2014

Date Requested	Requestor	Subject	Status
8/5/2013	Mike Carter	Email Correspondence from 8/1/11 to 8/5/13	Staff compiling information.
12/12/2013	George Hartzman	GPAC: Architecture Contract and Cost	Staff compiling information.
12/12/2013	Billy Jones	GPAC: Architecture Contract and Cost	Staff compiling information.
12/17/2013	Eric Robert	South Elm Street Redevelopment Area	Legal is reviewing the remainder of the email search.
1/13/2014	Terra McKee	GPD Crime Analysis Unit Emails from 1/1/12 to 1/13/14	Legal is reviewing email search.
1/29/2014	George Hartzman	Additional information RE: Koury	PIRT Admin sent a follow-up email to requestor on 2/27/2014. Requestor has requested meeting with the Legal department.
2/4/2014	Terra McKee	List of reinstated employees	Should have a response for requestor by 1/17/2014.
2/4/2014	Terra McKee	City of Greensboro lawsuits	Legal working on request.
2/14/2014	Paul Clark	Civil Rights Museum Records	Initial email search produced 91,384 hits. PIRT admin is suggesting we seek clarification on request.
2/18/2014	Tom Bates	1936 North Buffalo Creek	Staff compiling information.
2/20/2014	Mallory Horne	Email search	Email search produced 1,760 hits. Staff is reviewing.
2/24/2014	Billy Jones	Messages RE: Wyndham Hotel Incentives	Search in progress.
2/24/2014	Paul Clark	Emails RE: issuance of the check to the ICRCM	Initial email search produced 1,304 hits. Staff is reviewing.
2/25/2014	Roch Smith	Emails from City Council RE: ICRCM	Response sent to requestor. Awaiting additional info from IT.
2/27/2014	Peter Kiedrowski	Request from Fletcher National for financial spreadsheet, ledger, etc	Staff compiling information.
2/27/2014	Morgan Hightower	Email search from Feb 17-21	Initial email search produced 929 hits. Staff is reviewing.
2/27/2014	Nick Jacobs	Request from Edge Point Contracting RE: checks	Initial response sent to requestor on 3/4/14. Still awaiting additional information.
2/28/2014	George Hartzman	Greensboro City Council approved monetary allocations	Staff compiling information.
3/3/2014	Billy Jones	Phone records for Feb 4 2014	Staff compiling information.
3/4/2014	Ben Holder	Burglar Alarm Calls	Initial response sent to requestor on 3/6/2014. Still awaiting additional information.
3/5/2014	Jason Huber	Complaint Review Committee info	Initial response sent to requestor on 3/33/2014. Still awaiting additional information.





Date Requested	Requestor	Subject	Status
3/5/2014	George Hartzman	Signed contract between CFGG and City	The MOU is posted on the City website; However, the requestor is asking for a signed copy.
3/5/2014	George Hartzman	Koury Rain Tax Payments	Legal is reviewing the information.
3/5/2014	Kelly Poe	Trader Joe's Emails	Initial email search produced 3,333 hits. Staff is reviewing.
3/6/2014	Eric Robert	City Owned Poles and/or Structures	Staff compiling information.
3/6/2014	Billy Jones	Email and other communications prior to Feb 4 2014	Initial email search produced 106 hits. Staff is reviewing.
3/6/2014	Roch Smith	Communication Regarding Release of Records	IT has completed the search for emails and Legal is reviewing.
3/11/2014	Billy Jones	Question RE: response time for PIRTS	Response will be sent to requestor by Monday, March 17, 2014.
3/11/2014	Susanne Locke	Permits	Response sent to requestor on 3/14/2014.
3/11/2014	George Hartzman	Request for info re: settlements of claims involving John Lomax	Staff compiling information.
3/11/2014	Jiep Nielsen	Finished Sign Permits	Staff compiling information.
3/12/2014	George Hartzman	CAFR Records	Response sent to requestor on 3/14/2014.
3/12/2014	Reuben Burton	Heartland Living and Rehab	Response sent to requestor on 3/14/2014.
3/13/2014	Roch Smith	Emails search Oct 25, 2013 and Oct 26, 2013	Email search produced 173 hits. Staff is reviewing.
3/13/2014	Roch Smith	Email search from Oct 15, 2013 to Nov 6, 2013	Email search produced 229 hits. Staff is reviewing.
3/13/2014	Ben Holder	Communication regarding 1810 Coliseum Blvd	Staff compiling information.
3/13/2014	Brittany Justice	Certificate of Occupancy for 1722 Sherwood Street	Response sent to requestor on 3/14/2014.
3/13/2014	Nayana Abrol	Inspection records for 403 Turnstone Trail	Staff compiling information.
3/13/2014	George Hartzman	Minutes and votes of the Economic Development Committee	Initial response sent to requestor on 3/13/2014.
3/14/2014	Earl Jones	Vendor contracts	Staff compiling information.
3/14/2014	Debbie Apple	Request for radio traffic call	Staff compiling information.

## Closed Public Information Requests For the Week of March 14, 2014

Tracking Number	Date Requested	Date Closed	Business Days Open	Requestor	Subject
2822	8/21/2013	3/5/2014	49 weeks	Mr. Lassiter	Emails: P&R and Developmental Associations from 1-1-12 to 8-18-13
3059	11/26/2013	3/11/2014	15 weeks	Christopher Brook	SWAT Team Deployment Logs
3143	1/6/2014	3/11/2014	9 weeks	George Hartzman	GPAC: Community Foundation Second Request
3192	1/21/2014	3/11/2014	7 weeks	George Hartzman	City of Greensboro Info request on Koury Corporation's \$200,000
3194	1/21/2014	3/11/2014	7 weeks	Billy Jones	City of Greensboro Info request on Koury Corporation's \$200,000
3197	1/21/2014	3/11/2014	7 weeks	George Hartzman	GPAC small group meeting documents
3209	1/24/2014	3/6/2014	41 days	Billy Jones	Haystack Liberty PIRT
3223	1/29/2014	3/3/2014	33 days	Billy Jones	Study regarding High Point Road
3230	1/31/2014	3/6/2014	34 days	Roch Smith	Communication between council and staff
3253	2/17/2014	3/13/2014	24 days	Ben Holder	Civil Rights Museum Information
3263	2/19/2014	3/11/2014	20 days	George Hartzman	Questions for Civil Rights Museum
3273	2/25/2014	3/13/2014	16 days	George Hartzman	Emails on GPAC
3274	2/25/2014	3/13/2014	16 days	Billy Jones	Inquiry RE: Walser and Hobbs Upchurch
3277	2/26/2014	3/3/2014	5 days	Ben Holder	Police Records
3279	2/27/2014	3/13/2014	14 days	Billy Jones	Community Garden Project
3280	2/27/2014	3/3/2014	4 days	Sal Leone	Records RE: Loan to the ICRCM
3281	2/27/2014	3/4/2014	5 days	Bryce Mayberry	Business Licenses
3286	2/28/2014	3/11/2014	11 days	Rosetta Taylor	Copy of Certificate of Occupancy
3287	3/3/2014	3/4/2014	1 day	Ben Holder	Request for info on business located on New Garden Road
3288	3/3/2014	3/11/2014	8 days	Tigress McDaniel	316 S. Elm Street
3289	3/3/2014	3/5/2014	2 days	Roch Smith	Follow up on LPR database
3290	3/3/2014	3/4/2014	1 day	Ben Holder	James Hinson Speech
3293	3/3/2014	3/13/2014	10 days	George Hartzman	Confidentiality agreement

## Closed Public Information Requests For the Week of March 14, 2014

Tracking Number	Date Requested	Date Closed	Business Days Open	Requestor	Subject
3296	3/3/2014	3/4/2014	1 day	Ben Holder	Calls requesting Police service
3305	3/5/2014	3/13/2014	8 days	Ben Holder	Info on Police response to burglar alarms at businesses
3306	3/5/2014	3/14/2014	9 days	Benjamin Swift	Information on 1901 Ashwood Court
3309	3/5/2014	3/12/2014	7 days	Amanda Lehmert	Reports produced by Cameron Cooke or Jerry McCants
3310	3/5/2014	3/12/2014	7 days	Anabda Lehmert	Media request RE: ICRCM, employment status, conflict of interest
3312	3/5/2014	3/12/2014	7 days	Jeff Sykes	Inspection info for 807 Province Spring Circle
3314	3/6/2014	3/11/2014	6 days	Ben Holder	Question regarding resolution on background checks
3316	3/6/2014	3/13/2014	7 days	Ben Holder	Police records for 2212 Glenside Drive
3319	3/6/2014	3/13/2014	7 days	Ben Holder	911 calls from 4103 Landerwood CT
3320	3/10/2014	3/12/2014	2 days	Paul Clark	Panhandler License Statistics
3329	3/11/2014	3/13/2014	2 days	Ben Holder	Business License for 1810 Coliseum Blvd
3341	3/13/2014	3/14/2014	1 day	George Hartzman	Sherbert Associates Letter


## Contact Center Weekly Report Week of 02/24 – 03/02/14

### Contact Center

5220 calls answered this week

### Top 5 calls by area

#### Water Resources

Balance Inquiry – 717  
IVR/Pay by Phone – 224  
New Sign up – 204  
Cutoff Requests – 150  
Bill Adjustments – 113

#### Field Operations

Collection Day – 688  
No Service/Garbage – 86  
Bulk/Recycle Calendar – 82  
HHW/Transfer – 62  
Mattress Collection - 59

#### All others

Police/Watch Operations – 301  
Computer Help Desk – 77  
Privilege License – 69  
Courts – 56  
Guilford Metro – 38

### Comments

We received a total of **15** comments this week:

#### **Executive – 2 comments:**

- So the check was issued without contract signing because Denise Turner Roth said it was ok? Where is the written and signed memo from her? Or a text message? Or an email? A selfie? Something?
- Customer said the music is too loud on the hold message when you are waiting to speak with someone. Please turn the music down.

#### **Field Operations – 9 comments:**

- Customer is very thankful for the crew to return and pick up green can today. Appreciated this so much. Wanted to say thank you.
- States that all the people on Elwell to Bessemer have their recycle cans out and that they were told there was no service at all last week. They are very upset.
- Caller us upset that recycle can is not being picked up this week. He is very frustrated about not getting word about the schedule changes.
- Resident upset about being missed two weeks. Neither he nor his neighbors received the communication that the days were changed and he wants to make a complaint.
- I walk early mornings. It is amazing to see the number of us citizens and the way we position our cans for pick up. Example, placed against each other, items piled on top, against or under trees and so on. I know there would be a cost but wouldn't it benefit to reissue the original letter sent out by the city when the new program started? The number of new folks that move into an area changes the equation. I think the pick- up folks do a great job even at the time going beyond the call. Also, there are at least two houses in our area that are still putting un-bagged leaves at the curb.
- Concerning your change in garbage and recycling, a lot of people did not know about the changes so now it has left us without garbage pick-up and recycling. Now we have to wait almost two weeks before we have a pick up. My pick up is Friday. You should have just left it the same. A lot of people missed their pick-ups. Now we have to wait almost two weeks before they're picked up.
- Just wants the crews to know that while the trash collection schedule was confusing, he appreciates all the work we did to get caught up. Will be glad when we are back to normal.
- City is not being user friendly. They've been dealt a bad hand. Nothing was left on the mailbox, garbage cans on the street, and no service. Customer says that he feels he should be compensated with an extra recycle can for this week.

- Customer called to say thank you for picking up her yard waste so quickly and to say that the rep she spoke with was very nice. She appreciates your help.

**Guilford County – 1 comment:**

- Guilford County Mobility Services, Horsepen Creek, driver blocked handicap entrance to dialysis facility for over 20 minutes. Once he finally moved, he threw a cigarette down in the entrance. These vehicles are not obeying speed limits and just not behaving well. People who are disabled are being inconvenienced by their behavior.

**Planning – 1 comment:**

- Walk-in customer stated she was glad to have someone at an info desk at the entrance to the building to help her when she did not know where to go. She was trying to find Code Compliance.

**Water Resources – 2 comments:**

- Repaired storm water/sewer in the street. They started at 8:00 am and they have done an amazing job. Very efficient and very professional.
- Charging a convenience fee for an ACH debit is unacceptable. I pay all my bills electronically and the City of Greensboro website is the only entity I have encountered that charges a fee for a non-credit card payment. A debit payment is effectively a cash payment. This is why I do not utilize the City of Greensboro website for payments. It is sent in an envelope in the USPS, requiring a City of Greensboro employee to handle it, open it, record it, and deposit it. The City of Greensboro should be paying city residents a convenience fee for using the electronic payment on the city website.

**Overall**

Calls related to changes in the Solid Waste schedule due to the inclement weather continued to impact our call volume last week. Call volume was very busy through the end of the week.

## **Contact Center Weekly Report** **Week of 03/03/14 – 03/09/14**

### **Contact Center**

4624 calls answered this week

### **Top 5 calls by area**

#### **Water Resources**

Balance Inquiry – 806  
IVR/Pay by Phone – 301  
New Sign up – 158  
Cutoff Requests – 100  
Bill Extension – 85

#### **Field Operations**

Collection Day – 243  
Trees/Limbs in Street – 138  
Mattress Collection – 48  
Bulk Guidelines – 34  
No Service/Garbage- 34

#### **All others**

Police/Watch Operations – 200  
Computer Help Desk – 73  
Courts/Sheriff – 70  
Privilege License -- 52  
GTA – 46

### **Comments**

We received a total of 3 comments this week:

#### **Field Operations – 3 comments:**

- States snow plow on Pisgah Church was not plowing the snow. It was riding down the road with the plow up in the air, just joy riding. Caller states he should be doing his job and get the water out of the road. There is a lot of water in the road making it difficult to drive through. This is a waste of tax payer dollars.
- Customer called earlier today. We missed her can on Monday and we came back out today to service it. She wanted to say thank you for coming back to get the can.
- The crews that pick up our trash in Starmount always do a wonderful job. Thank you.

### **Overall**

Calls related to changes in the Solid Waste schedule due to the ongoing inclement weather continued to impact our call volume last week. Calls for the Greensboro Transit Authority (GTA) also increased. Call volume was busy through the end of the week.



# SMALL GROUP MEETINGS 2014

Small Group Meeting Dates & Times	Councilmember Attending	Person Contacted / Department	Subject	Council Notification Date
March 5, 2014	Mayor Nancy Vaughan Councilmember Jamal Fox	City Manager Jim Westmoreland	NCA&T State University / Lindsey & Summit Area Planning	March 14, 2014



## City of Greensboro Grant Applications Submitted

Grantor	Grants Projects / Description of Purpose	Amount Requested	Department Requesting Funding	Council Notification Date	Status
North Carolina Firefighter's Burned Children Fund, Inc.	Funding will be used to assist with the purchase of supplies (Camp T-shirts, Workbooks, Wristbands, etc.) for the city's Annual Fire Safety Camp	\$1,000	Fire Department	March 14, 2014	Approved by Department on March 3, 2013
Firehouse Subs Public Safety Foundation	The Police Department Underwater Recovery Team (URT) has requested funding to purchase several pieces of equipment to be used in complying with recommended guidelines of OSHA and to enhance life-saving responses regionally. If funded, the equipment request will ease current financial burden.	\$23,838 (In-Kind Equipment)	Police Department	March 14, 2014	Approved by Department on March 10, 2014
National Recreation & Park Association	The grant will be used to assist with providing healthy meals, snacks and activities to the Recreation Summer Camp participants. Funds will also help pay for staff, fitness equipment, van rentals, and other miscellaneous items.	\$30,000	Parks & Recreation Department	March 14, 2014	Approved by Department on March 11, 2014