



September 21, 2012

IFYI HIGHLIGHTS

TO: Mayor and Members of Council
FROM: Denise Turner Roth, City Manager ^{SN}✓
SUBJECT: Items for Your Information

- Catholic Heart Work Camp Partnership
- Potential Partnership with Boys & Girls Club
- Sidewalk Construction Program
- Commerce Place Food Truck Pilot Program
- Mobile Classroom Project

Council Follow-up Items

• Catholic Heart Work Camp Partnership

As a follow-up to a request from Council at the July 17, 2012 City Council meeting, attached is a memorandum from Parks and Recreation Interim Director Chris Wilson, regarding the collaborations between the City and the Catholic Heart Work Camp.

• Potential Partnership with Boys and Girls Club

As a follow-up to a request from Council at the August 21, 2012 City Council meeting, attached is a memorandum from Parks and Recreation Interim Director Chris Wilson, regarding the collaborations between the City and the Boys and Girls Club.

• Sidewalk Construction Program

As a follow-up to a request from Councilmember Vaughan and Matheny, at the September 18, 2012 Council meeting, attached is a memorandum from Transportation Director Adam Fischer, dated September 21, 2012 regarding the City's sidewalk construction program, as well as the current and upcoming sidewalk installation. This item, which has been updated, was originally in the IFYI on January 6, 2012.

Commerce Place Food Truck Pilot Program

Attached is a memorandum from Small Business Coordinator Reggie Delahanty, dated September 19, 2012 regarding the vendor application and guidelines for participating in the Commerce Place Food Truck Pilot Program.

Mobile Classroom Project

Attached is a memorandum from Libraries Interim Director Brigitte Blanton, dated September 13, 2012 regarding the re-purposing of the Reading Railroad service which will become an environmental education mobile classroom.

Contact Center Feedback

Attached is the weekly report generated by our Contact Center for the week of September 10, 2012 – September 16, 2012.

Small Group Meetings

Attached is the Small Group Meetings report for the week of September 14, 2012 through September 20, 2012, between City Staff and [more than two but less than five] Councilmembers.

DTR/mm
Attachments

cc: Office of the City Manager
Global Media

Greensboro Parks & Recreation
City of Greensboro



September 21, 2012

TO: Denise Turner Roth, City Manager
FROM: Chris Wilson, Interim Parks and Recreation Director
SUBJECT: Potential Partnership with Catholic Heart Work Camp

During the July 17, 2012 Greensboro City Council meeting, staff was asked to explore a potential partnership between the Parks and Recreation Department's Greensboro Youth Council and Catholic Heart Work Camp.

Staff has contacted the Director of the Catholic Heart Work Camp to review any opportunities that may exist and we are assessing the best approach for a partnership. This approach may include additional assistance from our volunteer services area. We will provide an update as the partnership evolves.

CW/jc

cc: Sandy Neerman, Assistant City Manager
Jennifer Caviness, Youth and Volunteer Services Manager

Greensboro Parks & Recreation
City of Greensboro



September 21, 2012

TO: Denise Turner Roth, City Manager
FROM: Chris Wilson, Interim Parks and Recreation Director
SUBJECT: Potential Partnership with Boys and Girls Club

During the August 21, 2012 Greensboro City Council meeting, staff was asked to explore a potential partnership between the Parks and Recreation Department, Libraries and the Boys and Girls Club.

Both departments are proud to report a history of facility usage and program participation from the Boys and Girls Club. We welcome any additional opportunities that may exist. The Department has contacted the Boys and Girls Club to discuss future collaborations. We will provide an update on the status of potential partnerships that may arise as a result of continued conversation.

CW/jc

cc: Sandy Neerman, Assistant City Manager
Brigitte Blanton, Interim Libraries Director
Jennifer Caviness, Youth and Volunteer Services Manager
Wade Walcutt, Community Recreation Services Manager



September 21, 2012

TO: Denise Turner Roth, City Manager
FROM: Adam Fischer, Director of Transportation
SUBJECT: Sidewalk Construction Program

Following the adoption of the BiPed Plan in 2006, the passage of the 2008 Transportation Bond, and the recent leverage of federal funds to support local sidewalk projects, the City of Greensboro has embarked on a more aggressive sidewalk implementation program. Over the next 10 years, over 100 miles of sidewalks will be constructed in Greensboro, increasing Greensboro's sidewalk inventory by 25% and filling major gaps in the City's sidewalk network. This memo describes the City's sidewalk program, how sidewalk projects are selected, and general timeframes for future sidewalk construction.

City sidewalk projects are determined by the following three processes. Please see the attachment, *Current and Upcoming Sidewalk Construction*, for a schedule of planned sidewalk construction.

1. Since the 2000 Transportation Bond, all City roadway enhancement and widening projects have included sidewalk construction on both sides of the roadway. Over the next 10 years, sidewalks included with roadway improvements are expected to add thirty three (33) miles of sidewalks.
2. The City offers a Sidewalk Petition Program for neighborhood streets. Under this program, if 51% of affected property owners approve, the City will add feasible neighborhood sidewalk projects to the sidewalk construction program. Three (3) miles of sidewalk petition projects are currently identified for implementation over the next 5 years.
3. The City has a program of independent sidewalk projects where prioritizes are determined based on criteria established in the BiPed Plan. Factors used to prioritize independent sidewalk projects include pedestrian safety, enhancing transit connections, and connecting people to needed destinations such as shopping, school, work, and higher density housing. Eighty seven (87) miles of independent sidewalk projects are currently identified for implementation over the next 10 years.

The BiPed Plan is an important guide for selecting independent sidewalk projects through the identification of long-term sidewalk needs across the City. The BiPed Plan is flexible and responsive to changing community needs and prioritizes projects based on a range of factors including:

- safety (roadway type, traffic volumes and speeds);

- demand (presence of a worn path in the roadway shoulder or other observation of significant pedestrian activity)
- proximity to destinations such as public transportation, shopping, residential and higher density residential uses, schools, and parks
- connectivity (filling key, “short”, gaps in the sidewalk network)
- consideration of constraints that would render sidewalk either impossible or cost-prohibitive.

The BiPed Plan recommends 362 miles of future sidewalks, which are divided into four priority tiers, from high to low. The attachment titled *Sidewalk Project Prioritization* describes the BiPed Plan’s priority tiers in more detail.

Once a sidewalk project is established and funded, GDOT turns the project over to the Engineering and Inspections Department for final design, right of way acquisition, and construction. Sidewalk projects are grouped onto construction contracts based on the timing of design, right of way acquisition, and utility relocation. An effort is also made to coordinate project development schedules to coincide with funding availability for construction.

Funding for sidewalk construction is made possible through transportation bond funds, which have leveraged substantial federal-aid funds. The MPO Transportation Advisory Committee (TAC) and the NCDOT have worked closely to identify federal-aid funding for local sidewalk needs which include \$13.6 million scheduled between 2010 and 2014 leveraged by \$3.3 million in local transportation bond funds. Between 2015 and 2018, another \$8.8 million in federal-aid is tentatively programmed, with a \$2.4 million transportation bond match expected. The MPO and NCDOT have directed this funding to sidewalk projects that improve safety, increase access to transit, support area land use planning and sustainability, support economic development goals, promote public health, and more generally enhance mobility and accessibility throughout the community. Funding amounts directed to 2012-2018 federal-aid projects are based on NCDOT projections. Actual federal funding availability will depend on future federal authorizations, equity formula constraints, and the availability of funds at the NCDOT.

AF(tm)

Attachments: MPO Area Major Project Summary & Transportation Project Update Newsletter

cc: Michael Speedling, Assistant City Manager
 Butch Simmons, Engineering & Inspections Director
 Tyler Meyer, AICP, GDOT Transportation Planning Division Manager, MPO TCC Chair
 Peggy Holland, GDOT/MPO Bicycle and Pedestrian Coordinator

Upcoming Sidewalk Projects

Projected Completion: 2 Years (26.5 miles)

Contract Start	Title	Description	Length (ft)	District
N	Ardmore Drive	Florida St north to existing sidewalk approximately 950' - West Side Only	950	1
Y	Creekridge Road	Randleman Rd. to U.S. Hwy. 220 - Bond Project	13,000	1
Y	Elm-Eugene St	East Terrell St. to E Meadowview Rd - East Side Only	2,700	1
N	Florida St, East	Willow Street to Lee Street - Both Sides -	5,000	1
Y	Randleman Rd. - West Side Only	Long Street to Rocky Knoll Rd. West Side Only	2,110	1
Y	Rehobeth Church Rd	Creekridge Road to Orlando St.	500	1
Y	Vandalia Road	Elm-Eugene St. to Randleman Rd. (south side only)	3,200	1
Y	Vandalia Road	Randleman Rd to the existing C&G east of Lakefield Dr	1,400	1
Y	Bessemer Ave, East	Headquarters Dr. to Holt Ave. South Side Only	4,700	2
Y	Bessemer Ave, East	U.S. 29 to Franklin Blvd. North Side Only	7,600	2
Y	Bessemer Avenue	Delancy St to Huffine Mill Rd	1,645	2
Y	Spry St	Yanceyville St to Amos Drive - Both Sides	4,000	2
Y	Spry St	Summit Ave to Amos Drive - South Side Only	1,250	2
Y	Briarcliff Rd	Wendover Ave. West to Nottingham Rd. West side only	3,600	3
Y	Cone Blvd, West	Patriot Way to approx 630' East of Lawndale Drive	2,785	3
N	Cone Blvd., West	Battleground Rail Trail to Lawndale Dr - South Side Only	2,030	3
Y	Cornwallis Drive - Phase I	Lawndale Drive to Kirkpatrick Place - Both Sides where none now exist.	3,700	3
Y	Cornwallis Drive - Phase II	Kirkpatrick Place to North Church Street - Both Sides where none now exist.	7,900	3
Y	Elam Avenue	West side between Cornwallis Dr & Pembroke Rd	1,350	3
Y	Lawndale Dr.	Cone Blvd to Existing sidewalk on east side of eastern ramps at Lawndale Drive and existing sidewalk on South side of Cone Blvd. Includes portion at overpass.	1,000	3
Y	Lawndale Drive	Pisgah Church Rd to Old Sears bldg. driveway - West Side Only	4,700	3
Y	Pembroke Rd North	Benjamin Parkway south to existing sidewalk at 3224-3236 Northline Ave North Side Only	1,545	3
Y	Pembroke Rd South	Benjamin Pkwy to Fairway Dr - South Side Only	1,075	3
Y	Pembroke Road	North side between Benjamin Pkwy. & Elam Avenue.	900	3
N	Pinedale Drive	Benjamin Pkwy to Battleground Ave North Side Only	700	3
Y	Friendly Avenue	Holden Rd to Hobbs Rd. South Side Only	1,000	4
N	Market St, West	Approx. 50' West of Meadowood Dr. to S. Walnut Circle	8,575	4
N	Market St. West	Starmount Drive to Ridgeway Drive - North Side Only	3,000	4
N	Market St., West	Village Lane to North-Walnut Cir. - North Side Only	3,100	4
Y	Spring Garden St	Holden Rd. to Lindell Rd. (both sides - where none exists)	4,900	4
Y	Bridford Pkwy./Swing Rd.*	Extend Bridford Pkwy/Swing Rd. Connection	11,580	5
Y	High Point Road	Lake Haven Place to east of Marchester Way (east side only)	1,135	5
N	High Point Road	700' east of Merritt Dr. to 700' west of Merritt Dr.	1,500	5
Y	Holden Rd, South	Farmington Drive to Vanstory Street (east side)	1,100	5
Y	Holden Rd, South	W. Vandalia Rd. to Farmington Drive (east side)	4,875	5
Y	Hornaday Rd.	Chimney Rock Rd. to Hornaday Rd.	10,600	5
N	Merritt Drive	I-40 Bridge to High Point Rd. - Bond Project	9,000	5

*Construction by NCDOT with City funding participation

Greensboro Department of Transportation
September 21, 2012

Upcoming Sidewalk Projects

Projected Completion: 3-5 Years (43.8 miles)

Title	Description	Length (ft)	District
Concord Street	North side between Randleman Rd and Soabar St	1,150	1
Florida Street	Both sides between Ashe Street and Willow Street.	10,600	1
Florida Street, East & Randolph Ave.	Florida St., East & Randolph Ave. - intersection improvements	1,050	1
Holts Chapel Rd	From Franklin Blvd to Market St along both sides	4,815	1
JJ Drive	North side of JJ Drive from ramp to existing sidewalk and at ramp from Randleman Road to JJ Drive	1,175	1
Lovett Street	West side: Florida Street to Freeman Mill Road. East side: Florida Street to existing sidewalk north of Freeman Mill Road	5,650	1
Lowdermilk Street	Sidewalk & curb & gutter design from Holts Chapel Road to Cameron Avenue	3,200	1
McConnell Road	South side: Willow Road to English Street. North Side: from existing sidewalk east of Willow Road to existing sidewalk west of English Street	1,765	1
Randleman Rd.	Creekridge Rd to Glendale Rd - East Side Only	6,220	1
Vandalia Road	Holden Rd to Osborne Rd, south side only	210	1
Byers Road	West side of Byers Road from Lees Chapel Road to existing, and west side from existing on Byers Road to existing on east side of Byers Ridge Drive	1,200	2
Cone Blvd Extension	End of Cone Blvd to approx 3,200' east end of Nealtown Rd.	10,500	2
Nealtown Road	Cone Boulevard to approximately 2,000' south.	4,000	2
Phillips Avenue	Where none exists between Summit Ave and Huffine Mill Rd	5,500	2
Wendover Ave, East	Arnold St. to Rollins St. (south side)	3,285	2
Wendover Ave. East	Tucker St. to Penry Rd. - Both Sides	21,800	2
Battleground (US220)*	Widen and construct sidewalk between Horsepen Creek Rd. and Owl's Roost Rd.	9,990	3
Battleground - Benjamin - Cone Intersect. Improve.	Intersection Improvements on West Cone at Battleground and Benjamin Pkwy	4,000	3
Battleground - Westridge Intersect. Improvements	Battleground Ave & Westridge Rd intersection improvements	4,000	3
Friendly Ave, West	Elam Ave to Overlook St (north side)	3,025	3
Guilford Avenue	South side from Adams St east and west to existing sidewalk,	275	3
Holden Road	Madison Ave to Friendly Ave on both sides where none exists	6,400	3
Holden Road	Cascade Drive/Cornwallis Drive to Bryan Blvd interchange on both sides where none exists	3,600	3
Battleground Ave - New Garden Rd Inters. Imp.	Intersection Improvements at Battleground and New Garden Rd.	3,200	4
College Road/New Garden Road	East side from existing south of Friendly Ave to Guida Dr.; New Garden Rd., west side from Ballinger Rd. to Friendly Ave.	4,950	4
Edith Lane	Shelby Drive and Meadowood Street	1,800	4
Henderson Road	East side between Friendly Ave and Farrar Dr - includes wheelchair ramps on both sides of Henderson Road on the south side of Farrar	1,000	4

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Upcoming Sidewalk Projects

Title	Description	Length (ft)	District
Market St. - Walker Ave Intersect. Improvements	Design and construct right turn lane on eastbound W. Market St.	475	4
Market St. West	Walnut Circle to approx. 400' West of Walker Ave. Both sides where none now exist.	12,000	4
Walker Avenue	Market St West to Holden Rd - Both sides	2,100	4
Warren Street	East side from Spring Garden north to existing sidewalk	400	4
Wendover Ave - Clifton Rd Intersection	Intersection Improvements @ intersection of W. Wendover Ave & Clifton Rd.	1,400	4
High Point Rd.*	Widen and new alignment Hilltop to Vickery Chapel	39,350	5
Mackay Road	Atwater Drive to Williamsborough Lane	6,000	5
Market St.*	Widen from NC68 to west of Bunker Hill	31,950	5
Market St/College Rd/Guilford College Rd	Intersection Improvements Including Guilford College Rd - Wendy Ct to Guida Dr.	3,500	5
Stagecoach Trail	East side from Friendly Ave to entrance of Guilford Elementary	2,145	5
Wendover Ave. West	Edwardia Drive to Oak Branch Road - Both Sides	7,600	5

Projected Completion: 5-10 Years (69.2 miles)

Title	Description	Length (ft)	District
English Street Sidewalk	East Market St to E. Lee St both sides where none exists	3,840	1
English Street Sidewalk	E. Lee St to E. Florida St, both sides where none exists	2,600	1
Four Seasons Sidewalk	Creekridge Road to Vandalia Road where none exists	2,274	1
Glendale Drive	Between Holden Road and Randleman Road	17,200	1
Vandalia Rd. East	S. Elm-Eugene St to Pleasant Garden Rd	12,000	1
Vandalia Road	West of Holden Road to Randleman Road	15,086	1
Church Street	Lees Chapel Road to Electra Drive (east side only)	7,000	2
Cone Boulevard	O'Henry Blvd to St. Regis Rd	12,725	2
English Street	East side: Phillips Ave to Wendover Ave where none exists	3,050	2
English Street Sidewalk	Wendover Ave to East Market St, both sides where none exists	3,840	2
Lees Chapel Road	Between Yanceyville and Brightwood School on south side; between existing and Presnell Way on north side	8,000	2
Lees Chapel Road	Church St to Yanceyville St both sides where none exist	3,610	2
Lindsay Street	West side from Bessemer Ave south to existing north of Murrow	4,250	2
Pisgah Church Road	Church St to Battleground Ave both sides where none exist	16,050	2

*Construction by NCDOT with City funding participation

Upcoming Sidewalk Projects

Title	Description	Length (ft)	District
Rudd Station Road	East side between Scott Road and Townsend Road. North side of Scott Road between Rudd Station Road and Summit Avenue. No curb & gutter - construct per ribbon pavement detail	3,400	2
Sixteenth Street	Between Yanceyville & Cone on the south side and between Yanceyville & Summit on the north side	11,985	2
Summit Avenue	From Sixteenth Street south to existing on west and from Rankin Road south to Avery driveway on east	6,900	2
Summit Ave	West side of Summit Avenue between Scott Road and Creekbroke Court to tie into existing wheelchair ramp @ Creekbroke Court	2,675	2
White Street	Nealtown Rd to Existing Curb & Gutter	1,000	2
Yanceyville Street	Between Bessemer Ave & Cornwallis Dr where none exists	7,100	2
Yanceyville Street	Between Cornwallis Dr & Cone Blvd where none exists	5,400	2
Yanceyville Street	Between Cone Blvd & Lee's Chapel Rd where none exists	19,580	2
Battleground Avenue	From Old Battleground Rd. to Benjamin Pkwy.	14,150	3
Battleground Avenue	Between Westridge & Cotswold	9,600	3
Benjamin Parkway	Pinedale Rd to Battleground Avenue - Both Sides	1,450	3
Church St. North - Phase I	Wendover Ave to approximately 800' north of Tankersley Drive	7,000	3
Church St. North - Phase II	Approximately 600' South of State Street to Cone Blvd	10,400	3
Cone Blvd, West	West Cone Blvd at Battleground Ave at Battleground Ave Intersection improvements	760	3
Cornwallis Drive	Lendew to Surrey	2,084	3
Elm Street, North	West side from Cone Blvd to existing SW south of Irving Park Court and east side from Cone Blvd south to existing SW north of Cornwallis	6,000	3
Friendly Avenue, West	Elam Ave to Overlook St (north side)	3,025	3
Green Valley Road	West side from Madison Avenue to Friendly Avenue.	1,700	3
Green Valley Road	North side from west of Lendew Street to Battleground Avenue and south side from west of Westover Terrace to Battleground Avenue.	2,165	3
Green Valley Road	East side from Friendly Ave to Northline Ave and west side from Northline Ave to Benjamin Pkwy.	2,530	3
Holden Road Sidewalk	Walker Ave to Madison Ave on both sides where none exists	3,900	3
Horsepen Creek Road Widening	multilane widening between New Garden Rd and Battleground Ave including bridge over Horsepen Creek and sidewalk	35,900	3
Lawndale Drive	Pisgah Church Road to Beaconwood	7,095	3
Big Tree Way	Both sides from Wendover Ave to Shelby Dr where none exists and west side from Shelby Dr to NCDOT's Bridford Pkwy project limits on Big Tree Way.	4,100	4
College Road	W. Market St. to Lindley Rd. (west side only)	325	4
Hewitt Street	Norwalk St to Merritt Dr	7,680	4
Holden Road	Construct sidewalk from Spring Garden St to 860' south	5,100	4

*Construction by NCDOT with City funding participation

Greensboro Department of Transportation
September 21, 2012

Upcoming Sidewalk Projects

Title	Description	Length (ft)	District
	of Meadowview Rd, west side only		
Holden Road	Construct sidewalk from Walker Ave to Spring Garden Street, both sides	5,720	4
Merritt Drive	West side from Hewitt St to I-40.	3,700	4
Muir's Chapel Road	East side from Tower Road to Friendly Avenue where none exists.	4,400	4
Muir's Chapel Sidewalk	East side between Preys St and Meade Dr	730	4
Spring Garden St	Pomona Dr to approximately 470' east to existing sidewalk	470	4
Spring Garden Street	From W. Market St to Pomona Dr - south side only	1,475	4
Spring Garden Street	Merritt Dr to Holden Rd - north side only	3,300	4
Spring Garden Street	Merritt Dr to Holden Rd - south side only	3,300	4
Wendover - Norwalk Intersection	Intersection of Wendover Ave & Norwalk St	1,400	4
Wendover Ave - Clifton Rd Intersection	Intersection Improvements @ intersection of W. Wendover Ave & Clifton Rd.	1,400	4
Farmington Drive	From High Point Road to Wintergarden Lane and on the north side from Wintergarden Lane to Holden Road.	6,000	5
Four Seasons Boulevard	East side from Vanstory Street to Creekridge Road.	2,600	5
Friendly Avenue, West	West Market Street to approximately 1350' east of Chimney Road - south side only	4,800	5
Friendly Avenue, West	Existing sidewalk 240' west of Carriage Ln. to existing sidewalk 250' west of King George Dr - north side only	3,275	5
Friendly Avenue, West	Existing sidewalk 430' east of Forsythia Dr to existing sidewalk approx. 500' west of Lindley Rd - south side only	3,275	5
Friendly Avenue, West	Lindley Road to Francis King Street - south side only	1,700	5
Hilltop Road	South side - existing sidewalk west of Roediger Court to approx. 985 feet west of High Point Road. North side - existing sidewalk west of railroad to Fairfax Road	6,750	5
Holden Road	Construct sidewalk from 1260' north of High Point Road to High Point Road, west side only	1,260	5
Holden Road	Construct sidewalk from 530' south of Darden Road to Vandalia Road, west side only	1,060	5
Mackay Road	Atwater Drive to Williamsborough Lane	6,000	5
Swing Road	Market Street to Burnt Poplar Road	3,907	5
Vandalia Road	Construct sidewalk from Holden Road to Osborne Road, south side only	210	5
Vanstory Street	Ontario to Holden	4,026	5

BiPed Plan Sidewalk Prioritization Tiers

Tier 1

Tier 1 sidewalks are recommended in locations that will complete the sidewalk network on both sides of thoroughfare roadways. Thoroughfares typically have higher traffic volumes, higher speed limits, and are often wider than other streets. These roadways provide a high degree of connectivity across the community. They are also often lined with commercial, residential, or other land uses that attract pedestrian travel. The Tier 1 recommendations also include sidewalks on primary transit routes (thoroughfares as well as collector and local roadways along transit routes). Generally, projects that address a range of priorities (for example, thoroughfares that serve as transit routes and connect commercial services with higher density residential development) have the highest priority for implementation. (Tier 1 mileage = 90 miles)

Tier 2

Tier 2 sidewalk recommendations are intended to complete the sidewalk network on both sides of higher-level collector roadways (e.g., collector roadways with the greater amounts of existing or potential pedestrian, bicycle, and automobile activity). These streets often have relatively high speeds and provide connectivity between the local street network and thoroughfares. The Tier 2 recommendations include sidewalks on both sides of the remaining transit routes on local and collector streets. Some of the thoroughfare roadways on the urban fringe of the City may also have sidewalks recommended as Tier 2. Another area of emphasis is where schools are located. (Tier 2 mileage = 47 miles)

Tier 3

Tier 3 sidewalks are recommended to complete the network of sidewalks on both sides of the rest of the collector street system. Tier 3 also includes recommendations for sidewalks on selected local streets that provide significant connections or are otherwise known to experience a relatively high level of pedestrian demand. (Tier 3 mileage = 118 miles)

Tier 4

Tier 4 sidewalks are recommended on similar types of roadways as Tier 3. However, they will generally be implemented after the Tier 3 projects. (Tier 4 mileage = 23 miles)

Roadway Projects

The roadway projects category includes a range of locations where sidewalk construction will be implemented in conjunction with extensive roadway improvements. These include planned future roadway improvement projects where sidewalk installation will be coordinated with future roadway improvements (such as Horse Pen Creek Road and Alamance Church Road). The roadway projects category can also include lower-level streets without curb and gutter and bad topographic or other corridor conditions for back-of-ditch sidewalks but have a high level of pedestrian demand (such as Lindley Road and Lowdermilk Street).

Petitions

Sidewalks, primarily local streets in neighborhoods, are submitted for construction after a successful petition of affected property owners. These projects are placed into the queue for construction along with the priority projects.



September 19, 2012

TO: Denise Turner Roth, City Manager
FROM: Reggie Delahanty, Small Business Coordinator
SUBJECT: Commerce Place Food Truck Pilot Program

The vendor application and guidelines for participation in the Commerce Place Food Truck Pilot Program were posted to the city website on September 7th, 2012. These documents can be accessed by the public at www.greensboro-nc.gov/foodtrucks. The deadline for October selection is September 27, 2012 at 5pm. The November selection deadline is October 19, 2012 at 5pm.

At present, no applications have been submitted but the City has received inquiries from approximately 20 interested operators in and around Greensboro who have indicated their intention to participate.

The pilot program is scheduled to occur on Commerce Place between Bellemeade Street and Sternberger Place on weekdays during the months of October and November. Lunch and dinner sessions are scheduled with four trucks randomly assigned to each from the qualified applicant pool.

For application questions call: 336-373-CITY(2489) and select option #2.

All application materials can be mailed to:

Reggie Delahanty, Small Business Coordinator
Economic Development & Business Support Office
PO Box 3136
Greensboro, NC 27402

or, application materials can be delivered in person to:

Economic Development & Business Support Office
Melvin Municipal Office Building, Suite UG36, at the Washington Street entrance
300 W. Washington St.
Business hours are 8 am to 5 pm Mondays through Fridays

RD



COMMERCE PLACE FOOD TRUCK PILOT PROGRAM VENDOR INFORMATION & GUIDELINES

OCTOBER & NOVEMBER, 2012

Dear Mobile Food Operators:

Thank you for your interest in the food truck pilot program. The Economic Development and Business Support Office will be coordinating the application process and selection of mobile food operators to participate in this two month long pilot program. Greensboro City council has approved a series of special events which would allow food trucks downtown and will take place Monday-Friday during the entire month of October in Downtown Greensboro on Commerce Place between Bellemeade Street and Sternberger Place. Lunch sessions will occur from 10AM-3PM and dinner sessions from 5PM-10PM. There will be 4 spots available during each session for mobile food units as defined under Health Department Regulations.

Included in this packet is an application form and vendor acknowledgement

DETAILS OF PILOT

- October
 - Lunch sessions 10:00 am – 3:00 pm Monday through Friday
 - Dinner sessions 5:00 pm – 10:00 pm Monday through Friday

- November
 - Lunch sessions 10:00 am - 3:00 pm Monday through Friday
(excluding 21st, 22nd, 23rd)
 - Dinner Sessions 5:00 pm- 10:00 pm Monday through Friday
(excluding 21st, 22nd, 23rd)

Applications can be mailed to:

Reggie Delahanty, Small Business Coordinator
EDBS Office
300 W Washington Street
PO Box 3136
Greensboro, NC 27402

Or delivered in person to:

Economic Development Business Support Office,
300 W. Washington St., Suite UG36 at the Washington Street Entrance
Business hours are Monday through Friday, from 8am to 5pm.

DEADLINE: Applications for October consideration are due no later than September 27th at 5PM. Applications for November consideration are due no later than October 18th at 5PM

The City of Greensboro is not responsible for mail delays. Subject to spaces becoming available, applications received after the deadline may be placed on a waiting list and operators will be notified if spaces become open.

The non-refundable fees must be submitted to Reggie Delahanty in advance of your first assigned session. Acceptable forms of payment are money order, certified, cashiers, or bank check payable to "City of Greensboro".

SPACE ASSIGNMENT

- Space assignments will be made on September 28th for October designations and on October 19th for November designations.
- Applicants must indicate on the application whether they want to be entered into the selection process for lunch only, dinner only, or both.
- From the pool of qualified applicants, selections will be made at random starting with Friday dinners, followed by Friday lunches and working back towards the final session of Monday lunch for the month, until either all applicants receive a spot or there are no more spots available.
- If all applicants receive an assignment and spots remain available, a second round of random selection will be conducted working backwards from the previous selection round's end point until all applicants are assigned a second spot and so on until all spots are assigned.
- No applicant is eligible to be assigned consecutive sessions on the same day.
- An applicant may decline an assigned spot but will not be eligible for a replacement until the current round of random assignments is complete with all eligible applicant(s) assigned the same number of sessions. A declined spot counts as an assignment.

REQUIREMENTS

All mobile food vendors must submit:

- A copy of a Guilford County Health Department approval with a designation of Mobile Food Unit (temporary food establishments are not eligible)
OR
A copy of a Guilford County Health Department Exception Letter
OR
If located in another North Carolina county, please provide the appropriate health department approval with "Mobile Food Unit" designation along with a signed agreement to notify the Guilford County Health Department of all assigned times and locations of operation in Guilford County during the pilot program
- A copy of a City of Greensboro Business Privilege License (\$100) as a Mobile food vendor, motorized that includes mobile food vending permit proof of payment (\$50)
- A current menu with pricing
- A picture of food truck or trailer

OPERATION GUIDELINES

FIRE EXTINGUISHERS

- Food vendors using cooking oil, fats, or greases in a deep well fryer or cook top are required to have a Class K fire extinguisher.
- All vendors must have a fire extinguisher which carries a minimum of a 2A-10B rating.
- Residential extinguishers are not acceptable

PROPANE TANKS

- No LP tanks will be permitted "inside" a cooking operation.
- LP tanks should be secured in a device designed for that purpose or else chained to an area "outside" the cooking tent or trailer.

ELECTRICITY

- Electricity will not be provided

WATER

- Water will not be provided

ALL MOBILE FOOD UNITS IN THE DESIGNATED AREA MUST NOT:

- Leave, store, park or leave any mobile food unit overnight on any right-of-way or sidewalk.
- Sell food or beverages for immediate consumption unless the vendor has available for public use their own, or a public, litter receptacle which is adequate and available for the vendor's patron's use and being no more than ten (10) feet distant from the mobile food unit.
- Leave any location without first picking up, removing and disposing of all trash or refuse including products spilled on the sidewalk within twenty (20) feet of the mobile food unit location.
- Solicit or conduct business with persons other than pedestrians.
- Sell anything other than that which the vendor is licensed to vend.
- Sound or permit the sounding of any device which produces noise, or use or operate any loudspeaker, public address system, radio, sound amplifier or similar device to attract the attention of the public.
- Vend without insurance coverage
- Violate any federal, state, county or city law or regulation that pertains to food, beverages or the preparation or selling thereof.
- Allow the mobile food unit or any other item to rest upon, against or hang from any building or structure lawfully placed on public property, without the owner's permission.
- Pour waste products, (including hot water and drainage from coolers) down a storm drain.

PARKING & SETUP:

- Only the food truck or trailer is permitted in the event area. All other support vehicles must be removed from the event area once setup is complete.
- You must locate the food truck or trailer in one of the four predetermined locations within the event area. These spots can be claimed on a first come first serve basis.
- Sales can only be made within the session times of 10AM-3PM and 5PM-10PM.
- You may begin setup one hour before each session and you must vacate the event area within one hour of the session's end time.

SPECIAL NEEDS/CONCERNS

Please make sure you make us aware of any special needs or requirements on your application. We will certainly attempt to accommodate on a case by case basis.

The City of Greensboro reserves the right to terminate any vendor's participation in the pilot for failure to adhere to the rules set forth in this application packet

QUESTIONS?

**Economic Development Business Support Office, (336) 373-CITY select option #2
City of Greensboro Privilege License – (336) 373-2501
Guilford County Health Department – (336) 641-7777**

Libraries
City of Greensboro



September 13, 2012

TO: Denise Turner Roth, City Manager
FROM: Brigitte H. Blanton, Interim Director of Libraries
SUBJECT: Mobile Classroom Project

To help achieve the goals and objectives of the Culture, Recreation and Community Character result area, the Library and Parks & Recreation departments plan to re-purpose the Reading Railroad service to become an environmental education mobile classroom.

The mobile classroom concept evolved from an initial pilot project at Parks & Recreation's summer playgrounds. Since the summer of 2011, the Reading Railroad has provided services at these sites. Recognizing the success of this partnership and decreased outreach staffing capacity, the Library collaborated with Parks & Recreation to conceptualize the mobile classroom.

The exterior of the bus will be re-wrapped and the interior redesigned to accommodate the mobile classroom. In addition to live animals and environmental displays, the classroom will include a collection of resources, books and DVDs available for check out. Our environmental education librarian will collaborate with Parks & Recreation's environmental education staff to provide programs. The Library will staff the classroom one day per week. This initiative will ensure that environmental education programs are readily available to underserved residents throughout our community.

The Reading Railroad is currently parked at Lake Brandt, serving the residents of Lake Jeanette and northeast Greensboro. The operational schedule for the new mobile classroom will be finalized next week. The Lake Jeanette neighborhood and the Greensboro community will be notified of this change in service the week of September 24.

Please let me know if you have additional questions or concerns.

BB

cc: Sandy Neerman, Assistant City Manager
Chris Wilson, Interim Parks and Recreation Director

Public Affairs
Contact Center Weekly Report
Week of 9/10/12 – 9/16/12

Contact Center

4905 calls answered this week

Top 5 calls by area

Water Resources

Balance Inquiry – 1019

New Sign up – 211

General Info – 150

Cutoff Requests – 126

New accounts - 92

Field Operations

Bulk Guidelines – 128

Repair Can/Garbage – 56

E-waste pick up - 53

Dead animal pick up - 42

No service – bulk - 42

All others

Police related calls – 428

Overgrown Lots – 74

Courts/Sheriff - 74

Privilege License - 51

GTA - 45

Comments

We received a total of 4 comments this week:

Field Operations – 2 comments:

- Wants to thank the yard waste Crew for picking up his small yard waste piles. Does not feel they get enough accolades. Wants them to know he really appreciates the work they do
- Customer wanted to thank the yard waste crew for their service today;

Parks & Recreation – 2 comments:

- Greensboro needs a more accessible dog park. It is hard to believe that a city of this size only has one dog park. The one dog park Greensboro offers does not even have an adjacent parking lot. It's completely inconvenient. Might I suggest the old broken basketball court across from the Greensboro Arboretum by Lindley Park by the abandoned school. That would be a perfect spot to put up a fence and have a much-needed second Dog Park.
- There are 42 geese in the Keeley Park on Keeley road in McLeansville NC, and they make a mess all over that park. They use the bathroom all around the picnic shelters/ the spray ground/ the playground/ the trails, and other people's yards. Something needs to be done about them because it is not fit for kids to play sometimes or to cook around.

Overall

Calls about overgrown lots, dead animals and bus schedules continued to be frequent topics. Call volume was busy through the end of the week.



SMALL GROUP MEETINGS

Date	Councilmember	Department / Person Contacted	Subject	Council Notification Date
September 17, 2012	Mayor Perkins, Councilmember Matheny	Denise Turner Roth, City Manager	Land Around Coliseum	September 21, 2012