



August 02, 2013

TO: Mayor and Members of Council
FROM: Denise Turner Roth, City Manager
SUBJECT: Items for Your Information

UPCOMING MEETINGS

- August 5 at 4:00pm City Council Meeting
- August 6 at 6:00pm National Night Out
- August 12 at 10:30am Economic Development Committee Meeting

August 5 City Council Meeting Agenda Items

• **Change Order: Agenda Item 14**

Attached is a memorandum from City Engineer Ted Partrick, dated July 30, 2013, regarding a change order for General Sidewalk Improvements, which is an agenda item for Council's consideration.

Shovel-Ready Industrial Development Site Grading City Loan Requests RFP

Attached is a memorandum Economic Development Manager John Shoffner, dated August 2, 2013, regarding the Shovel-Ready Industrial Development Site Grading City Loan Requests RFP.

Sign Removal Program

Attached is a memorandum from Planning and Community Development Director Sue Schwartz, dated August 1, 2013, regarding the City's right-of-way illegal sign removal pilot program.

Library Computer Usage and Incident Reports

Attached is a memorandum from Library Director Brigitte Blanton, dated July 31, 2013, providing the Library's Annual Computer Usage and Incident Reports.

Public Information Request Report

Attached is the weekly Public Information Request Report for the week of August 2, 2013.

Contact Center Feedback

Attached is the weekly report generated by our Contact Center for the week of July 22, 2013 through July 28, 2013.

Small Group Meetings

For the week of July 29, 2013 through August 2, 2013, there were no small group meetings 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.

DTR/mm
Attachments



July 30, 2013

TO: David Parrish, Assistant City Manager

FROM: Ted Partrick, City Engineer

SUBJECT: General Sidewalk Improvements EL-5101B
Contract 2008-002
Change Order #1

Summary

The contract 2008-002 has cost over-runs that will require approval of a contract change order by City Council. An agenda memo is being prepared for the August 5, 2013, Council meeting as a change order for the amount of \$55,214.90. This sidewalk improvement contract was completed in 2012.

Background

The contract work consists of the construction of 4 miles of sidewalks on various streets in 9 locations within the City and included a portion of the Southeast Walking Trail. The contract was awarded to J. W. Grand, Inc. on October 9, 2010, in the amount of \$771,780.28. The contractor used DBE participation of 14% on the project, exceeding the goal of 5%. Construction started on June 6, 2011

The contract change order is the result of two factors: a very large number of driveway revisions and the landscaping work added after work began. As the Engineering Division has discovered in other sidewalk projects recently bid and constructed, the cost of installing sidewalks across existing driveways is much higher than originally estimated. Payments to-date for driveways and landscaping include a 79.6% increase in cost of the contract (70.6% in driveways alone) for an increase of \$82,529.

The cost of driveway alterations was negligible prior to regular enforcement of the accessibility guidelines for sidewalks. As the current sidewalk projects are being completed, Engineering is redesigning upcoming projects to include reconstruction for all driveway aprons. Landscaping work – grading and/or retaining walls – is also being included in more areas where sidewalks are cutting into or creating new slopes in yards.

The standards for both the slopes of driveways and the slopes in landscaped yards have been revised in response to complaints from property owners that they cannot manage maintenance of

their yards or use driveways as needed (new driveways too steep to wheel down garbage cans, for example, and yards too steep for homeowners to mow).

The sidewalk projects on this contract were designed and planned for construction using 2000 Transportation Bond funds. All the project designs were completed by 2008, with most designs completed by 2006. Funding was ultimately obtained from Federal Highway Administration (FHWA) programs administered through the North Carolina Department of Transportation (NCDOT). The construction cost of the projects on this contract will be reimbursed at 80%.

This contract was responsibly bid by the general contractor. There are no disputes over the work requirements.

With the low bid price and adding this change order amount, the contract is still within budget and below the engineer's and NCDOT's estimate of the cost. It is also within the amount reimbursable by the NCDOT.

THP

Attachments

cc: Butch Simmons – Director, Engineering & Inspections Department
Adam Fischer – Director, Transportation Department



City of Greensboro
City Council
 Agenda Item

TITLE: General Sidewalk Improvements (EL-5105B) Change Order #1 – Contract 2008-002

Department:	Engineering & Inspections	Meeting Date:	August 5, 2013
Contact 1:	Ted Partrick	Public Hearing:	N/A
Phone:	373-2308	Advertising Date/Advertised By:	N/A
Contact 2:	Butch Simmons	Council District:	1,3,4,5
Phone:	373-2329	Authorized Signature:	
Attachments:	Sidewalk Projects List IFYI Memorandum to City Manager Resolution		

PURPOSE:

Council approval is requested for a contract change order on Contract 2008-002, General Sidewalk Improvements, in the amount of \$55,214.90.

BACKGROUND:

The contract work consists of the construction of 4 miles of sidewalks on various streets in 9 locations within the City. The contract was awarded to J. W. Grand, Inc. on October 9, 2010, in the amount of \$771,780.28. The contractor used DBE participation of 14% on the project, exceeding the goal of 5%. Construction started on June 6, 2011.

The contract change order is the result of two factors; a very large number of driveway revisions and the landscaping work added after work began. As the Engineering Division has discovered in other sidewalk projects recently bid and constructed, the cost of installing sidewalks across existing driveways is much higher than originally estimated. Payments to-date on this contract for driveways and landscaping include a 79.6% increase in cost of the contract (70.6% in driveways alone) for an increase of \$82,529. Of the nine projects in this contract, eight were designed prior to 2007.

The cost of driveway alterations was negligible prior to regular enforcement of the accessibility guidelines for sidewalks. As the current sidewalk contracts are being completed, Engineering is redesigning upcoming projects to include reconstruction for all driveway aprons. Landscaping work – grading and/or retaining walls – is also being included in more areas where sidewalks are cutting into or creating new slopes in yards.

The standards for both the slopes of driveways and the slopes in landscaped yards have been revised in response to complaints from property owners that they cannot manage maintenance of their yards or use driveways as needed (new driveways too steep to wheel down garbage cans, for example, and yards too steep for homeowners to mow).

BUDGET IMPACT:

Funding in the amount of \$55,214.90 for this change order is available in account: 401-4533-01.6015 A08187. The final contract total is \$826,995.18. The cost of this contract is reimbursed by NCDOT (STP-DA) funds at 80% with 20% match by the City.

RECOMMENDATION / ACTION REQUESTED:

The Departments of Engineering & Inspections and Transportation recommend and request City Council approve a contract change order for Contract 2008-002, General Sidewalk Improvements, in the amount of \$55,214.90.

CONTRACT 2008-002

EL-5101 B

LIST OF PROJECTS

<u>Project #</u>	<u>Name</u>	<u>Limits</u>	<u>Council District</u>
P03940B	Randleman Rd.	Long St. to Rocky Knoll Rd.	1
P03946A	Holden Road, S.	Farmington Dr. to Vanstory St.	5
P04029	High Point Rd.	Lake Haven Pl. to 650' east of Manchester Way	5
P04035	Spring Garden St.	Holden Rd. to Lindell Rd.	4
P04036	Vandalia Rd.	Elm/Eugene St. to Randleman Rd.	1
P04154	Elm/Eugene St. S.	E. Terrell St. to E. Meadowview Rd.	1
P04157	Cone Blvd., W.	Patriot Way to 630' east of Lawndale Dr.	3
P04381	Vandalia Rd.	Randleman Rd. to exist. curb/gutter east of Lakefield Dr.	1
P04565	SE Walking Tr., Ph 2	Existing Trail to South St.	1



August 2, 2013

TO: Denise Turner Roth, City Manager

FROM: John Shoffner, Economic Development Manager

SUBJECT: Shovel-Ready Industrial Development Site Grading City
Loan Requests RFP

The City released its Shovel-Ready Industrial Development Site Grading City Loan Requests for Proposals "RFP" seeking potential developers interested in partnering with the City via a City funded grading loan of up to \$1,000,000.00 to grade industrial sites. Proposals are due back to the City no later than August 30, 2013. The RFP has been posted on the City's website and can be seen at: <http://www.greensboro-nc.gov/index.aspx?page=4113>.

Sites that are (1) Available, (2) Fully Served, and (3) Developable are critical to successfully attracting new and retaining expanding industrial companies as sites possessing these characteristics help to eliminate or mitigate risk for businesses. Prospective companies are generally under tight deadlines to choose a location and start building their new facility. They are not able to risk encountering potential environmental, ownership, availability, or other obstacles that could result in a protracted development process.

Greensboro faces strong global competition on every relocation or expansion project. It is critical that we have shovel-ready industrial sites so that we can capitalize on coming opportunities associated with suppliers relocating to the area to service existing companies as well as industry considering expanding or relocating to take advantage of our available workforce, logistics capabilities, quality of life, and pro-business climate.

The City of Greensboro in cooperation with the Greensboro Economic Development Alliance and the private sector is working to be proactive in creating shovel ready industrial sites. Our approach has been to partner with private developers and participate in the costs of the infrastructure necessary to serve the site. This program will be funded with \$1,000,000 from the City's November 2006 \$10 Million economic development bond. We anticipate this program providing a means of capital for the private sector to grade new industrial land and increase our shovel-ready industrial site inventory. Applications will be evaluated by the RFP Evaluation Committee and the Committee's recommendations will be considered by City Council in September 2013.

JCS



August 1, 2013

TO: Denise Turner Roth, City Manager

FROM: Sue Schwartz, FAICP, Director

SUBJECT: Illegal Sign Removal in City Rights-of-Way and Election Signs

Ongoing Sign Removal in City Rights-of-Way (Multi-Department Program)

Earlier this year, Planning and Community Development coordinated a pilot program with the Field Operations, Transportation and Water Resources departments to address illegal signs in public rights-of-way. This pilot effort supported the City's continuing efforts to regulate signage as a means to limit potential hazards to pedestrian and vehicular traffic and preserve property values by preventing unsightly and cluttered development, while providing adequate business identification and advertising opportunities. This effort focused on the removal of illegal portable signs (signs not attached to the ground or a structure that is not readily movable) and illegal signs attached to utility poles in public rights-of-way along the City's major transportation corridors. Portable signs and signs attached to roadside appurtenances (including utility poles) are prohibited throughout the City via the provisions of Section 30-14-4 of the Land Development Ordinance (LDO) and subject to confiscation and disposal. During the 6 week pilot effort (March 18 to April 25) a total of 1,757 illegal signs were removed from these key corridors.

Given the successes from the pilot project and after evaluating the impact of these efforts on other department operations the City has shifted to an ongoing program of illegal sign removal in public rights-of-way. The focus is now on sign removal as part of regular field staff responsibilities, which may or may not coincide with specific roadways or corridors. However staff on light duty or unable to perform their regular responsibilities due to weather or other issues are available to be specifically assigned to sign removal in targeted transportation corridors. Since the beginning of May an additional 1,396 signs have been removed from the City's rights-of-ways for a total of 3,153 under this ongoing program.

Public Education on Sign Rules

As a complement to the ongoing multi-department sign removal program, Planning and Community Development has developed several sign related brochures to clearly identify types of signage prohibited throughout the City, outline when a sign permit is needed and the city's compliance process if sign violations occur. These brochures have been provided to the Guilford Merchants Association and Greensboro Regional Realtors Association for distribution to their members, to local sign contractors who work daily with the creation and installation of signs

throughout Greensboro, and are posted on the department's webpage for reference. Additionally copies of these brochures are now available in the City's privilege license office for reference by persons interested in starting a new business in the City or renewing an existing business license. This education effort is intended to reduce the number of sign violations throughout the city that are at least in part due to unfamiliarity with the City's sign regulations.

Rules for Temporary Campaign Signs

With the municipal election cycle officially underway, it is important to remind all candidates and their supporters of the City's rules related to temporary campaign signs. Like all other types of signs in the City, temporary campaign signs may not be placed in any public rights-of-ways, be affixed to utility poles, trees, bus shelters or other permanent structures or have any type of windblown component such as balloons or streamers. Temporary campaign signs do not require a permit from the City but must adhere to the following additional standards:

- Limited to a maximum of 6 square feet in size and a maximum height of 6 feet
- No illumination of signs is allowed
- May only be placed on private property with the permission of the property owner
- Must be removed within 7 days after the election

Planning and Community Development has prepared a brochure specifically for temporary campaign signs that has been provided to the Guilford County Board of Elections and will be mailed to each City Council candidate. This brochure can also be viewed at the City's elections webpage at <http://www.greensboro-nc.gov/index.aspx?page=3017>. As with all other signs in the public rights-of-way, improperly placed temporary campaign signs will be removed by city staff. Complaints related to temporary campaign signs or any other potential sign violations may be reported via the City's Contact Center at 373-CITY (2489).

Please let me know if you have any additional questions.

SS

Libraries
City of Greensboro



July 31, 2013

TO: Denise Turner Roth, City Manager

FROM: Brigitte Blanton, Library Director

SUBJECT: Library Incident Report and Computer Usage Report

Please find attached the Greensboro Public Library Incident Report by Category for July 1, 2012 – June 30, 201, and the Greensboro Public Library Incident and Internet Usage Report.

The Library Incident and Internet Usage Report is an annual report that compares incidents and computer usage for Fiscal Year 2011/12 and Fiscal Year 2012/13.

BB/pcs
Attachment

cc: Sandy Neerman, Assistant City Manager

Greensboro Public Library Incident Report by Category
July 2012 - June 2013

Incidents by Category	Central	Benjamin	Glenwood	Hemphill	Kathleen Clay	McGirt-Horton	Vance Chavis	# of Incidents	# of Bans
<i>Accident</i>	0	0	0	0	0	0	1	1	0
<i>Assault</i>	3	1	0	0	0	0	0	4	5
<i>Alcohol</i>	7	0	1	0	0	0	0	8	5
<i>Bomb Threat</i>	0	0	0	0	0	0	0	0	0
<i>Communicating Threat</i>	1	0	1	0	0	2	0	4	3
<i>Computer Misuse</i>	0	0	0	1	0	0	0	1	1
<i>Customer Complaint</i>	1	0	1	0	0	2	3	7	4
<i>Disorderly Conduct</i>	37	2	7	5	0	9	10	70	43
<i>Drug Paraphenalia</i>	2	0	0	0	0	3	0	5	3
<i>Eating</i>	1	0	0	0	0	0	1	2	1
<i>Fire</i>	1	0	0	0	0	0	0	1	0
<i>Indecent Behavior</i>	5	0	3	2	0	0	0	10	8
<i>Littering</i>	0	0	0	0	0	0	0	0	0
<i>Loitering</i>	3	0	0	0	0	0	0	3	4
<i>Lost Property</i>	1	0	0	0	0	0	1	2	0
<i>Medical</i>	7	0	0	0	2	0	0	9	0
<i>Missing Person</i>	0	0	0	0	1	0	0	1	0
<i>Panhandling</i>	0	0	2	0	0	0	0	2	0
<i>Pornography</i>	16	0	0	0	0	0	0	16	16
<i>Potential Problem</i>	3	0	0	3	0	1	0	8	1
<i>Sleeping</i>	15	0	1	0	0	0	0	16	12
<i>Smoking</i>	1	0	0	0	0	0	0	1	2
<i>Theft</i>	32	0	3	3	0	4	4	46	12
<i>Trespassing</i>	20	0	6	4	0	0	3	33	25
<i>Unattended Child</i>	1	0	0	2	0	1	2	6	1
<i>Vandalism</i>	3	0	0	0	0	1	3	7	2
<i>Weapons</i>	3	0	1	0	0	0	1	5	4
<i>Warrant</i>	4	0	0	1	0	0	0	5	0
Grand Total	167	3	26	21	3	23	29	273	152

**Greensboro Public Library Incident and Internet Usage Report
Comparing FY 2011/12 with FY 2012/2013**

<i>Incidents</i>	<i>Central</i>	<i>Benjamin</i>	<i>Glenwood</i>	<i>Hemphill</i>	<i>Kathleen Clay</i>	<i>McGirt-Horton</i>	<i>Vance Chavis</i>	<i># of Incidents</i>	<i># of Bans</i>
<i>FY 2012/13 Total</i>	167	3	26	21	3	23	29	273	152
<i>FY 2011/12 Total</i>	308	4	37	24	1	18	32	424	282

<i>Usage</i>	<i>Overall Web Hits</i>	<i>Hits on Porn Category</i>	<i>Percent Hits on Porn</i>	<i>Number of Computer Users</i>
<i>FY 2012/2013 Total</i>	1,574,062,783	719,353	0.05%	591,092
<i>FY 2011/2012 Total</i>	1,614,254,192	574,915	0.04%	587,007



Current Public Records Requests Update August 2, 2013

Date Requested	Requestor	Subject	Status
1/16/2013	Eric Ginsburg	Socialist request Email Search - 141,954	Four batches have been completed. (4/23/2013 & 5/24/13, 6/17/13, & 6/25/13) and made available to requestor. Staff continuing to review emails.
2/8/2013	Eric Ginsburg	Palestine, Candlelight Vigil, Gaza Email Search - 120,215	Four batches have been sent to the requestor (5/10/13, 5/17/13, 6/7/13, & 6/17/13. Staff is continuing to review emails.
3/26/2013	Bill Knight	Project Homestead Emails Email Search - 5,323	Legal has begun reviewing emails. Requestor has received three batches of emails (5/23/13, 5/31/13, & 6/27/13).
5/30/2013	Charles Cherry	Pending GPD Lawsuits	Initial documents were provided on 6/14/13. Legal is reviewing remaining documents.
6/10/2013	George Hartzman	Renaissance / Bessemer Shopping Center Email Search - 7,973	Documents have been provided. Email search has been conducted and staff is reviewing emails.
6/18/2013	Eric Ginsburg	Noise Calls	Staff is continuing to process this request and has provided progress updates to requestor.
6/17/2013	George Hartzman	Council Small Groups	First batch of information provided on 7/16. Second batch available on 7/19. Staff continuing to review remaining items.
7/5/2013	Roch Smith	Downtown Video	Staff is reviewing available video footage.
7/8/2013	George Hartzman	Video from Center City Park & Festival Park	Staff is reviewing available video footage.
7/8/2013	Eric Ginsburg	Curfew Emails Emails; 406	Staff emails have been provided. City Attorney is soliciting personal emails from Councilmember's.
7/16/2013	George Hartzman	Multi-Family Rental Properties: housing code violations	PCD Staff spoke with requestor for clarification and is working to fulfill this request.
7/18/2013	Roch Smith	GPD Database Indexes	Initial documents provided.
7/22/2013	Sal Leone	Coliseum Fiscal Report	Staff is reviewing this request for available information.
7/22/2013	George Hartzman	ABC Board: Spring Garden Street	Staff is reviewing this request for available information. An update should be available next week.



Date Requested	Requestor	Subject	Status
7/23/2013	Roch Smith	Councilmembers Information Requests	Staff is reviewing this request for available information.
7/24/2013	Roch Smith	Incumbent Candidate Requests	Staff is reviewing this request for available information.
7/24/2013	George Hartzman	Incumbent Candidate Requests	Staff is reviewing this request for available information.
7/24/2013	Billy Jones	Incumbent Candidate Requests	Staff is reviewing this request for available information.
7/29/2013	Sal Leone	Public Works Projects in District 5	Staff is reviewing this request and collecting available information.
7/29/2013	Sal Leone	Project Homestead Email Search- 798	Staff has completed the email search and will be reviewing emails.
7/29/2013	Ben Holder	Yes Weekly Emails	Staff is pulling previous records to determine data.
7/30/2013	George Hartzman	List of Greensboro Streets Not Covered for Up keep	Staff is collecting the requested information.
7/30/2013	Sal Leone	Investagation on Downtown Noise Complaints	Staff is reviewing this request for available information.
7/31/2013	Sal Leone	Copy of PIRT 2478	Staff is pulling the previous request and should be available next week.
7/31/2013	Billy Jones	East Market Street Development Corp	Staff is collecting the requested information.
7/31/2013	Sal Leone	Emails From Councilmembers Email Search - 7,307	Staff has completed the email search and will be reviewing emails.
8/1/2013	Sal Leone	District 5 Improvements/Projects	Staff is collecting the requested information.
8/1/2013	Sal Leone	All Emails from Councilmember Tony Wilkins and Nancy Vaughan Email Search- 5,147	Staff has completed the email search and will be reviewing emails.
8/1/2013	Sal Leone	Police Department Survey	Staff is reviewing this request for available information and will follow-up with the requestor.
8/1/2013	George Hartzman	Grassroots Productions	Staff is reviewing this request for available information.
8/1/2013	George Hartzman	Noise Ordinance Violations	Staff is reviewing this request for available information.
8/1/2013	George Hartzman	Aquatic Center Cost	Staff is reviewing this request for available information.



Date Requested	Requestor	Subject	Status
8/1/2013	Charles Cherry	Karen Walter's Lawsuit	Staff is reviewing this request for available information.
8/1/2013	Sal Leone	Civil Rights Museum	Staff is reviewing this request for available information.
8/2/2013	Sal Leone	Center Point Construction Facts	Staff is reviewing this request for available information.
8/2/2013	Sal Leone	City Owned Property in East Greensboro	Staff is reviewing this request for available information.
8/2/2013	Sal Leone	Aquatic Center Upgrades	Staff is reviewing this request for available information.

Weekly Totals (7/29/13-8/2/13):	
Number of PIRTS Opened	43
Number of PIRTS Closed	37
Average Completion Time	5.05 days
Totals Since January 1, 2013:	
Number of PIRTS Opened	504
Number of PIRTS Closed	467

**Public Affairs
Contact Center Weekly Report
Week of 7/22/13 – 7/28/13**

Contact Center

4850 calls answered this week

Top 5 calls by area

Water Resources

Balance Inquiry – 834

IVR/Pay by Phone – 244

New Sign Up – 197

Cutoff Requests – 133

General Info – 102

Field Operations

Bulk Guidelines – 136

Mattress Go Round – 75

Repair Can/Garbage – 74

HHW/Landfill/Transfer – 73

No Service/Garbage – 63

All others

Police/Watch Operations – 294

Privilege License – 70

HR/Employment – 63

Overgrown Lots – 62

Courts/Sheriff – 58

Comments

We received a total of 5 comments this week:

Field Operations - 3 comments:

- Customer states he was at McDonalds on Cone Blvd today at about 9:00 am. He states a truck that picks up leaves was sitting with the motor running for 30 minutes. The customer states that is a big waste of gas and tax payers' money.
- Someone recently came out and mowed this section. Caller just wanted to say thank you. In all the years she's been here, it's the best job that's ever been done and she wanted to express her appreciation.
- The City's service rep delivered my trash can about a half hour ago and took my damaged one. I thanked him for the prompt response to my request (made yesterday) and I would like to extend the same to the Contact Center. I never expected that it would be so soon. Very professional.

Legal – 1 comment:

- Recommended the following approach be used to resolve the problems with teenagers downtown. Do away with the curfew and allow teens to come downtown. If they misbehave or break the law, take their pictures and ban them from downtown until they reach 21. They may be allowed back downtown if they demonstrate to police that they have made improvements to their behavior. If they are caught misbehaving again, the ban is reinstated until they reach 21.

Parks and Recreation – 1 comment:

- The City of Greensboro really needs an outdoor skate park that is open to the public. It will keep kids skating illegally off the streets. The only park is an indoor one where you have to pay every day.

Overall

We received the normal mix of calls last week. Call volume was very busy through the end of the week.



City of Greensboro Grant Applications Submitted

Grantor	Grants Projects / Description of Purpose	Amount Requested	Department Requesting Funding	Council Notification Date	Status
Wal-Mart Foundation - Local Giving Program	The grant will be used to support two Police Department's programs. The Woman Empowerment Program was established to provide education, employment assistance, health awareness, and referrals of support services to women of the Greensboro Housing Authority communities. The goal of the program is to assist women to become empowered for success in various aspects of their lives. The second program is a Domestic Violence Banquet for Domestic Violence Survivors within the same communities. The funds will be use for purchasing promotional items, T-shirts and giveaways for participants, printing and materials for invitations and flyers.	\$2,500.00	Greensboro Police Department	August 2, 2013	Approved by Department on July 30, 2013